

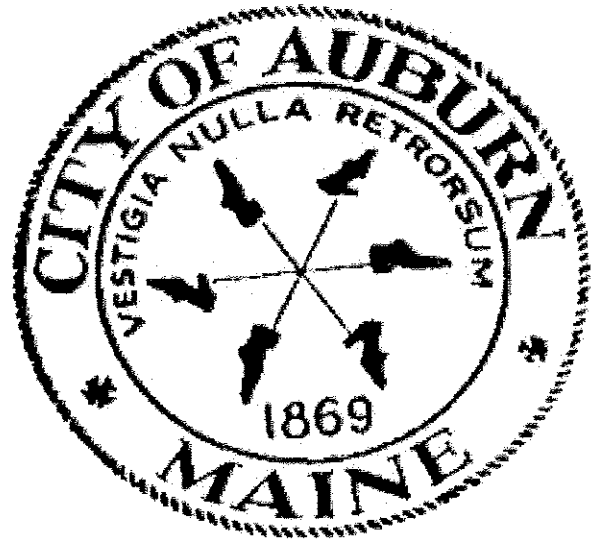
Presented to:

the Honorable Mayor and City Council

Fiscal Year 2010 Municipal Budget

*City of
Auburn*

"City of Opportunity"



Approved May 18, 2009

Glenn E. Aho, City Manager



City of Auburn

Budget Summary

Fiscal Year 2010
Approved 4.27.2009

DEPARTMENT TITLES	Council Approved FY 2009	Department Request FY 2010	Manager Request FY 2010	Council Approved FY 2010	Increase Decrease	
General Government						
Mayor and Council	103,500	104,588	98,765	98,765	(4,735)	-4.8%
City Manager	227,703	368,601	365,536	365,536	137,833	37.7%
City Clerk	140,367	168,102	147,306	147,306	6,939	4.7%
Financial Services	374,058	412,589	412,589	412,589	38,531	9.3%
Human Resources	125,797	137,799	137,800	137,800	12,003	8.7%
Legal Services	55,000	64,200	64,200	64,200	9,200	14.3%
Assessing	270,103	262,446	187,118	187,118	(82,985)	-44.3%
Customer Service	16,000	16,000	7,500	7,500	(8,500)	-113.3%
Sub Total	1,312,528	1,534,325	1,420,814	1,420,814	108,286	7.6%
Community Services						
Health & Social Services						
Administration	49,240	61,166	61,766	61,766	12,526	20.3%
Assistance	48,450	85,835	85,835	85,835	37,385	43.6%
CS -ICT	236,309	303,212	293,862	293,862	57,553	19.6%
CS - Engineering	398,326	387,775	347,145	347,145	(51,181)	-14.7%
Planning & Permitting	816,482	876,151	782,426	782,426	(34,056)	-4.4%
Parks & Recreation	589,661	620,462	585,294	585,294	(4,367)	-0.7%
Public Library	919,407	919,407	919,407	919,407	0	0.0%
Community Programs	13,650	13,650	13,650	13,650	0	0.0%
Sub Total	3,071,525	3,267,658	3,089,385	3,089,385	17,860	0.6%
Fiscal Services						
Debt Service	7,026,199	6,780,939	6,780,939	6,780,939	(245,260)	-3.6%
Property	553,307	636,349	629,749	629,749	76,442	12.1%
Workers Compensation	200,000	200,000	200,000	200,000	0	0.0%
Wages & Benefits	4,120,408	4,264,176	4,133,952	4,133,952	13,544	0.3%
Emergency Reserve	329,500	499,954	335,950	335,950	6,450	1.9%
Sub Total	12,229,414	12,381,418	12,080,590	12,080,590	(148,824)	-1.2%



City of Auburn

Budget Summary

Fiscal Year 2010
Approved 4.27.2009

DEPARTMENT TITLES	Council Approved FY 2009	Department Request FY 2010	Manager Request FY 2010	Council Approved FY 2010	Increase Decrease	
Public Safety						
Emergency Management	7,120	6,352	6,352	6,352	(768)	-12.1%
Fire Department	3,622,524	3,761,394	3,541,533	3,541,533	(80,991)	-2.3%
Police Department	2,900,821	2,962,288	2,953,588	2,953,588	52,767	1.8%
Sub Total	6,530,465	6,730,034	6,501,473	6,501,473	(28,992)	-0.4%
Public Works						
Public Works	4,405,051	4,722,820	4,632,100	4,632,100	227,049	4.9%
Water & Sewer	504,700	504,700	504,700	504,700	0	0.0%
Sub Total	4,909,751	5,227,520	5,136,800	5,136,800	227,049	4.4%
Capital Improvement Projects						
Capital Improvement I	355,350	460,242	242,285	242,285	(113,065)	-46.7%
	355,350	460,242	242,285	242,285	(113,065)	-46.7%
Intergovernmental						
Auburn-Lewiston Airport	96,750	103,250	106,750	106,750	10,000	9.4%
E911 Comm. Center	950,589	950,589	937,589	937,589	(13,000)	-1.4%
LATC-Public Transit	130,000	130,000	130,000	130,000	0	0.0%
LAEGC-Economic Council	106,429	106,429	96,429	96,429	(10,000)	-10.4%
LA-Arts	24,267	24,267	24,267	24,267	0	0.0%
Tax Sharing	325,000	290,027	290,027	290,027	(34,973)	-12.1%
Sub Total	1,633,035	1,604,562	1,585,062	1,585,062	(47,973)	-3.0%
GRAND TOTAL	30,042,068	31,205,759	30,056,409	30,056,409	14,341	0.05%



City of Auburn

Budget Summary

Fiscal Year 2010
Approved 4.27.2009

DEPARTMENT TITLES	Council Approved FY 2009	Department Request FY 2010	Manager Request FY 2010	Council Approved FY 2010	Increase Decrease
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Budget Calculations Summary

<i>Municipal Gross Budget</i>	30,042,068	31,205,759	30,056,409	30,056,409	14,341	0.0%
<i>Minus Revenues</i>	11,614,686	11,410,958	11,410,958	11,410,958	(203,728)	-1.8%
<i>Equals Net Municipal Budget</i>	18,427,382	19,794,801	18,645,451	18,645,451	218,069	1.2%
<i>School Gross Budget</i>	34,206,840	34,197,536	34,197,536	34,197,536	(9,304)	0.0%
<i>Minus Revenues</i>	19,206,840	19,236,853	19,466,853	19,466,853	260,013	1.3%
<i>Equals Net School Budget</i>	15,000,000	14,960,683	14,730,683	14,730,683	(269,317)	-1.8%
<i>Tax Levy Calculation</i>						
<i>City Net Budget</i>	18,427,382	19,794,801	18,645,451	18,645,451	218,069	1.2%
<i>Plus School Net Budget</i>	15,000,000	14,960,683	14,730,683	14,730,683	(269,317)	-1.8%
<i>Plus Overlay</i>	319,785	300,000	300,000	300,000	(19,785)	-6.6%
<i>Plus TIF Expenditures</i>	2,500,000	2,500,000	2,500,000	2,500,000	-	0.0%
<i>Plus County Tax</i>	1,969,765	1,804,820	1,804,820	1,804,820	(164,945)	-9.1%
<i>Total Tax Levy</i>	38,216,932	39,360,304	37,980,954	37,980,954	(235,978)	-0.6%
<i>City Valuation</i>	2,075,879,000	2,075,879,000	2,075,879,000	2,075,879,000	-	0.0%

Preliminary Rate	FY 2009	FY 2010	FY 2010	FY 2010		
<i>Est. City Tax Rate</i>	\$10.24	\$10.88	\$10.33	\$10.33	\$0.096	0.925%
<i>Est. School Tax Rate</i>	\$7.23	\$7.21	\$7.10	\$7.10	(\$0.130)	-1.828%
<i>Est. County Tax Rate</i>	\$0.95	\$0.87	\$0.87	\$0.87	(\$0.079)	-9.139%
<i>Estimated FY10 Tax Rate</i>	\$18.41	\$18.96	\$18.30	\$18.30	(\$0.114)	-0.621%

Where Your Tax Dollar Goes:

<i>City Tax Rate</i>	\$0.56	\$0.57	\$0.56	\$0.56	\$0.0087	1.54%
<i>School Tax Rate</i>	\$0.39	\$0.38	\$0.39	\$0.39	(\$0.0047)	-1.20%
<i>County Tax Rate</i>	\$0.05	\$0.05	\$0.05	\$0.05	(\$0.0040)	-8.47%
	\$1.00	\$1.00	\$1.00	\$1.00		



City of Auburn

Revenue

Fiscal Year 2010
Approved 4.27.2009

Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Estimated Revenue
0000 Unassigned				
Property Tax Revenue	\$ (39,599,780.00)	\$ 81,030.52	\$ (37,897,147.00)	\$ -
2000 Property Tax Revenue	\$ -	\$ -	\$ -	\$ -
2001 Property Tax Revenue	\$ -	\$ -	\$ -	\$ -
2002 Property Tax Revenue	\$ -	\$ (682.26)	\$ -	\$ -
2003 Property Tax Revenue	\$ -	\$ -	\$ -	\$ -
2004 Property Tax Revenue	\$ -	\$ 2,088.02	\$ -	\$ -
2005 Property Tax Revenue	\$ -	\$ (287,250.07)	\$ -	\$ -
2006 Property Tax Revenue	\$ -	\$ (923,606.98)	\$ -	\$ -
2007 Prop Tax Revenue	\$ -	\$ (38,738,759.78)	\$ -	\$ -
2008 Property Tax Revenue	\$ -	\$ -	\$ -	\$ -
Homestead Exemption Reimburse	\$ (650,917.00)	\$ (651,221.00)	\$ (648,980.00)	\$ (648,980.00)
Personal Property Reimburse	\$ -	\$ -	\$ (646,681.00)	\$ (662,760.00)
Allowance for Abatements	\$ -	\$ -	\$ -	\$ -
Allowance for Uncoll Taxes	\$ -	\$ -	\$ -	\$ -
In Lieu of Taxes	\$ (41,000.00)	\$ (69,435.10)	\$ (62,500.00)	\$ (62,500.00)
Excise Tax-Vehicles	\$ (3,200,000.00)	\$ (3,303,512.01)	\$ (3,200,000.00)	\$ (3,100,000.00)
Excise Tax-Boat	\$ -	\$ (15,636.26)	\$ -	\$ -
Excise Tax-Aircraft	\$ -	\$ 5,111.55	\$ -	\$ -
Commercial Solid Waste	\$ (56,000.00)	\$ (49,857.00)	\$ (57,500.00)	\$ (49,600.00)
Parking Violations	\$ (50,000.00)	\$ (14,750.47)	\$ -	\$ (30,000.00)
State Revenue Sharing	\$ (3,775,000.00)	\$ (4,009,459.47)	\$ (3,775,000.00)	\$ (3,510,000.00)
Tree Growth	\$ -	\$ (16,424.00)	\$ -	\$ -
Veterans Reimbursement	\$ -	\$ (10,180.00)	\$ -	\$ -
Other State Aid	\$ (25,000.00)	\$ (4,024.96)	\$ (30,000.00)	\$ (25,000.00)
FEMA Reimbursement	\$ -	\$ (32,823.74)	\$ -	\$ -
Penalties & Interest	\$ (90,000.00)	\$ (201,367.77)	\$ (125,000.00)	\$ (180,000.00)
Investment Income	\$ (385,000.00)	\$ (475,247.90)	\$ (400,000.00)	\$ (300,000.00)
Interest from Bonds	\$ (125,000.00)	\$ (125,000.00)	\$ (125,000.00)	\$ (125,000.00)
TIF: Transfer Out To TIF	\$ 3,089,839.00	\$ 3,089,839.00	\$ -	\$ -
TIF: Transfer In From TIF	\$ -	\$ -	\$ -	\$ -
TIF: Employee Reimb.	\$ -	\$ -	\$ -	\$ (153,500.00)
TIF: LAEGC Reimbursement	\$ -	\$ -	\$ -	\$ (96,429.00)
TIF: Director Communication	\$ -	\$ -	\$ -	\$ (456.00)
TIF: Subscriptions	\$ -	\$ -	\$ -	\$ (275.00)
CDBG Employee Reimb.	\$ -	\$ -	\$ -	\$ (7,581.00)
Rental Income (Intermodal)	\$ (132,500.00)	\$ (126,792.25)	\$ (132,500.00)	\$ (129,000.00)
Sale of Property	\$ (30,000.00)	\$ (488,417.90)	\$ (490,000.00)	\$ (30,000.00)
Tax Sharing Revenue	\$ (150,000.00)	\$ (168,214.07)	\$ (154,000.00)	\$ (154,000.00)



City of Auburn

Revenue

Fiscal Year 2010
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Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Estimated Revenue
Cable TV Franchise (60%)	\$ (70,000.00)	\$ (75,930.28)	\$ (95,000.00)	\$ (95,000.00)
Sale of Recyclables	\$ (60,000.00)	\$ (87,214.36)	\$ (85,000.00)	\$ (21,000.00)
MMWAC Host Fees	\$ (190,400.00)	\$ (186,240.00)	\$ (190,400.00)	\$ (190,000.00)
Energy Efficiency	\$ -	\$ -	\$ -	\$ (7,000.00)
Unclassified	\$ (66,450.00)	\$ (176,940.47)	\$ (40,000.00)	\$ (40,000.00)
Utility Reimbursement (Sch)	\$ -	\$ -	\$ -	\$ (60,000.00)
Designated FB Offset	\$ (662,534.00)	\$ -	\$ -	\$ (600,000.00)
TOTAL	\$ (46,269,742.00)	\$ (47,060,919.01)	\$ (48,154,708.00)	\$ (10,278,081.00)

0115 City Clerk

Hunting/Fishing/Dogs	\$ (3,000.00)	\$ (3,245.75)	\$ (3,000.00)	\$ (2,800.00)
Neutered Animals	\$ (4,500.00)	\$ (4,345.00)	\$ (4,000.00)	\$ (4,000.00)
Voter Reg List	\$ (400.00)	\$ (369.10)	\$ (400.00)	\$ (150.00)
Clerk/Sale of Copies	\$ (200.00)	\$ (101.50)	\$ (200.00)	\$ (100.00)
City Clerk Notary	\$ (1,000.00)	\$ (1,020.00)	\$ (1,000.00)	\$ (800.00)
Cemetery Lots	\$ -	\$ (1,100.00)	\$ -	\$ (1,000.00)
Banner Hanging Fee	\$ (800.00)	\$ (600.00)	\$ (800.00)	\$ (800.00)
Commercial License	\$ (44,000.00)	\$ (48,485.00)	\$ (45,400.00)	\$ (45,000.00)
Taxi License	\$ (2,000.00)	\$ (2,310.00)	\$ (2,000.00)	\$ (2,100.00)
Marriage License	\$ (4,500.00)	\$ (5,640.00)	\$ (5,500.00)	\$ (5,500.00)
Birth/Death/Marriage Cert	\$ (29,200.00)	\$ (24,301.00)	\$ (25,000.00)	\$ (25,000.00)
Permits - Burial	\$ (1,800.00)	\$ (2,225.00)	\$ (2,000.00)	\$ (2,000.00)
Fines-Dog	\$ (2,500.00)	\$ (7,295.00)	\$ (2,500.00)	\$ (5,000.00)
Fines-Animal Control Officer	\$ -	\$ -	\$ -	\$ -
Fines-Misc Ordinance	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ (93,900.00)	\$ (101,037.35)	\$ (91,800.00)	\$ (94,250.00)

0120 Financial Services

CDBG Reimbursement	\$ -	\$ -	\$ -	\$ (8,000.00)
Auto Reg Mailing	\$ -	\$ (19.50)	\$ -	\$ -
Auto Reg Notification	\$ -	\$ -	\$ -	\$ -
Reg - Vehicles	\$ (63,000.00)	\$ (85,593.33)	\$ (70,000.00)	\$ (65,000.00)
TOTAL	\$ (63,000.00)	\$ (85,612.83)	\$ (70,000.00)	\$ (73,000.00)



City of Auburn

Revenue

Fiscal Year 2010
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Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Estimated Revenue
0130 Comm Ser-ICT				
GIS/Data & Maps	\$ -	\$ (179.00)	\$ (75.00)	\$ (75.00)
TOTAL	\$ -	\$ (179.00)	\$ (75.00)	\$ (75.00)
0135 Assessing Services				
Maps & Copies	\$ (1,200.00)	\$ (239.00)	\$ (200.00)	\$ (200.00)
TOTAL	\$ (1,200.00)	\$ (239.00)	\$ (200.00)	\$ (200.00)
0210 Health & Social Services-Asst				
GA Reimbursement	\$ (22,500.00)	\$ (17,557.40)	\$ (22,500.00)	\$ (42,000.00)
Miscellaneous	\$ -	\$ -	\$ -	\$ (500.00)
TOTAL	\$ (22,500.00)	\$ (17,557.40)	\$ (22,500.00)	\$ (42,500.00)
0220 Planning & Permitting				
Maps & Copies	\$ -	\$ (325.35)	\$ (300.00)	\$ (300.00)
Planning/Codes & Ordinance	\$ (200.00)	\$ (6,488.93)	\$ (10,000.00)	\$ -
Subdivision Application	\$ -	\$ (4,449.05)	\$ (10,000.00)	\$ (10,000.00)
Fire Alarm Inspections	\$ (20,000.00)	\$ (21,600.00)	\$ (20,000.00)	\$ (21,600.00)
Citation Ordinance	\$ -	\$ (12,190.24)	\$ (20,000.00)	\$ (20,000.00)
Permits - Building	\$ (100,000.00)	\$ (88,175.26)	\$ (100,000.00)	\$ (100,000.00)
Permits - Electrical	\$ (28,000.00)	\$ (15,527.50)	\$ (18,000.00)	\$ (18,000.00)
Permits - Plumbing	\$ (13,000.00)	\$ (13,444.75)	\$ (13,000.00)	\$ (13,000.00)
Permits - Fill	\$ (2,800.00)	\$ (2,210.00)	\$ -	\$ -
Permits - Sign	\$ (7,000.00)	\$ (4,072.00)	\$ (4,000.00)	\$ (4,000.00)
TOTAL	\$ (171,000.00)	\$ (168,483.08)	\$ (195,300.00)	\$ (186,900.00)
0225 Parks & Recreation				
Recreation Program	\$ (20,000.00)	\$ (20,000.00)	\$ (20,000.00)	\$ (20,000.00)
Due From Arena	\$ -	\$ -	\$ -	\$ (13,102.00)
TOTAL	\$ (20,000.00)	\$ (20,000.00)	\$ (20,000.00)	\$ (33,102.00)



City of Auburn

Revenue

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Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Estimated Revenue
0235 Comm Ser-Engineering				
Fees - Eng-Misc	\$ -	\$ -	\$ (50.00)	\$ (50.00)
Fees - Inspection	\$ -	\$ -	\$ (30,000.00)	\$ (25,000.00)
Bid Documents	\$ -	\$ -	\$ -	\$ (2,800.00)
Fees - Drive Opening	\$ -	\$ -	\$ (500.00)	\$ (300.00)
Permits - Fill	\$ -	\$ -	\$ (1,700.00)	\$ (1,700.00)
Permits - Street Opening	\$ -	\$ -	\$ (35,000.00)	\$ (25,000.00)
TOTAL	\$ -	\$ -	\$ (67,250.00)	\$ (54,850.00)
0405 Fire				
EMS Agreement	\$ -	\$ -	\$ -	\$ (50,000.00)
EMS Special Revenue	\$ -	\$ -	\$ -	\$ (20,000.00)
Copies of Reports	\$ (400.00)	\$ (462.50)	\$ (300.00)	\$ (300.00)
Daycare Inspections	\$ -	\$ -	\$ -	\$ (200.00)
EMS Transport	\$ (20,000.00)	\$ (20,000.00)	\$ (310,000.00)	\$ -
Salvage Calls	\$ -	\$ -	\$ (500.00)	\$ (500.00)
911 Training	\$ -	\$ -	\$ -	\$ -
Permits - Oil Burner	\$ (2,700.00)	\$ (1,740.00)	\$ (2,700.00)	\$ (1,000.00)
TOTAL	\$ (23,100.00)	\$ (22,202.50)	\$ (313,500.00)	\$ (72,000.00)
0410 Police				
Accident & Police	\$ (13,000.00)	\$ (14,059.00)	\$ (15,000.00)	\$ (13,000.00)
Court	\$ (20,000.00)	\$ (14,570.69)	\$ (13,000.00)	\$ (13,000.00)
Photos & Tapes	\$ (700.00)	\$ (1,355.00)	\$ (1,000.00)	\$ (1,200.00)
False Alarms	\$ (11,000.00)	\$ (7,900.00)	\$ (7,700.00)	\$ (21,000.00)
Acc Invest/Personal Injury	\$ -	\$ -	\$ -	\$ -
Acc Invest/No Injury	\$ -	\$ -	\$ -	\$ -
Acc Invest/Hit & Run	\$ -	\$ -	\$ -	\$ -
Police Housing Clear Report	\$ (3,000.00)	\$ (475.00)	\$ -	\$ -
Veh Rel/Non Driver	\$ (500.00)	\$ (1,650.00)	\$ (800.00)	\$ (5,500.00)
Veh Rel/Driver Licence	\$ (8,000.00)	\$ (13,350.00)	\$ (16,000.00)	\$ (20,000.00)
Witness	\$ -	\$ (100.00)	\$ -	\$ -
Animal Impound	\$ (2,000.00)	\$ -	\$ -	\$ -
Alarm Permit	\$ (9,000.00)	\$ -	\$ (6,000.00)	\$ (9,000.00)
Permits - Firearms	\$ (2,000.00)	\$ (2,264.00)	\$ (2,000.00)	\$ (2,300.00)
Fines - Parking Violations	\$ -	\$ -	\$ (65,000.00)	\$ (45,000.00)
Failure to Display Placard	\$ (3,800.00)	\$ -	\$ -	\$ -
TOTAL	\$ (73,000.00)	\$ (55,723.69)	\$ (126,500.00)	\$ (130,000.00)



City of Auburn

Revenue

Fiscal Year 2010
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Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Estimated Revenue
0505 Public Works				
Engineering/Maps	\$ (50.00)	\$ (172.40)	\$ -	\$ -
Eng/Ordinance Sale Code	\$ -	\$ -	\$ -	\$ -
Subdivision Engineering	\$ (60,000.00)	\$ (16,379.60)	\$ -	\$ -
Subdivision Application	\$ (15,000.00)	\$ -	\$ -	\$ -
Recycling Bins	\$ -	\$ -	\$ -	\$ -
Hanging Banners	\$ -	\$ -	\$ -	\$ -
Sign Making	\$ -	\$ -	\$ -	\$ -
Charges for Sand	\$ -	\$ -	\$ -	\$ -
Street Opening	\$ (60,000.00)	\$ (61,598.00)	\$ -	\$ -
State/Local Road Assistance	\$ (460,000.00)	\$ (494,514.00)	\$ (450,000.00)	\$ (446,000.00)
FEMA Reimbursement	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ (595,050.00)	\$ (572,664.00)	\$ (450,000.00)	\$ (446,000.00)
0700 School Department				
Private Tuition	\$ -	\$ (13,728.74)	\$ -	\$ -
Reg Secondary Tuition	\$ (38,904.00)	\$ (43,619.38)	\$ (38,904.00)	\$ (13,595.00)
SOS Tuition	\$ (150,000.00)	\$ (65,398.72)	\$ (150,000.00)	\$ (150,000.00)
Adult Ed Tuition	\$ (83,000.00)	\$ (94,606.79)	\$ (95,000.00)	\$ (98,000.00)
RETC/Local	\$ -	\$ -	\$ -	\$ -
RETC/Summer Program	\$ -	\$ -	\$ -	\$ -
Bus Use	\$ -	\$ (7,797.55)	\$ -	\$ -
State Subsidy for Education	\$ (16,118,582.00)	\$ (16,205,474.29)	\$ (16,418,792.00)	\$ (16,311,017.00)
Debt Service Reimbursement	\$ (1,377,789.00)	\$ (1,377,790.18)	\$ (1,441,448.00)	\$ (1,441,448.00)
English 2nd Language	\$ -	\$ -	\$ -	\$ -
Targeted Case Mgmt	\$ (30,000.00)	\$ 1,582.16	\$ -	\$ -
RETC/Mainecare	\$ -	\$ -	\$ -	\$ -
Debt Service/RETC	\$ -	\$ -	\$ -	\$ -
State of Me-NBPTS	\$ -	\$ -	\$ -	\$ -
REFUGEE RESETTLEMENT A	\$ -	\$ -	\$ -	\$ -
PREK/CDS	\$ -	\$ (63,071.30)	\$ -	\$ -
Special Ed/Mainecare	\$ (250,000.00)	\$ (700,900.13)	\$ (150,000.00)	\$ (200,000.00)
State Agency Clients	\$ (30,000.00)	\$ (24,776.50)	\$ (30,000.00)	\$ (30,000.00)
State Aid for Adult Education	\$ (103,287.00)	\$ (102,444.52)	\$ (103,287.00)	\$ (103,287.00)
Miscellaneous	\$ (70,000.00)	\$ (66,815.45)	\$ (203,875.00)	\$ (228,506.00)
Carryforward	\$ -	\$ (8,388.20)	\$ -	\$ -
Fund Balance	\$ -	\$ -	\$ (575,534.00)	\$ (631,000.00)
State Minimum Teacher Salary	\$ -	\$ -	\$ -	\$ (30,000.00)
TOTAL	\$ (18,251,562.00)	\$ (18,773,229.59)	\$ (19,206,840.00)	\$ (19,236,853.00)
City	\$ (47,332,492.00)	\$ (48,104,617.86)	\$ (49,511,833.00)	\$ (11,410,958.00)
School	\$ (18,251,562.00)	\$ (18,773,229.59)	\$ (19,206,840.00)	\$ (19,236,853.00)
Total Revenues	\$ (65,584,054.00)	\$ (66,877,847.45)	\$ (68,718,673.00)	\$ (30,647,811.00)



City of Auburn

Capital Summary

Fiscal Year 2010
Approved 4.27.2009

Department	FY10 Projects Only (See CIP for full description)		Proposed Financing	CIP	FY 2010 Manager Request	FY 2010 Council Approved
Capital Purchases -- Operational Budget (CIP1)						
CS-Engineering	CIP - Pole Camera	p. 30	Operation	CIP1	\$ -	\$ -
CS-Engineering	CIP - St Imp-Crack Seal	p. 28	Operation	CIP1	\$ 20,000	\$ 20,000
Fire	CIP - Knox Box	p. 85	Operation	CIP1	\$ -	\$ -
Fire	CIP - SCBA	p. 81	Operation	CIP1	\$ 6,000	\$ 6,000
Planning	CIP - Fire Alarm Transmitters	p. 118	Operation	CIP1	\$ 6,000	\$ 6,000
Planning	CIP - Fire Alarm Hardware	p. 121	Operation	CIP1	\$ 3,000	\$ 3,000
Planning	CIP - Traffic Signal LED Replacement	p. 125	Operation	CIP1	\$ 2,500	\$ 2,500
Planning	CIP - Roadway Lighting Upgrades	p. 128	Operation	CIP1	\$ 5,000	\$ 5,000
Police	CIP - Scheduled Vehicle Replacement	p. 131	Operation	CIP1	\$ 88,500	\$ 88,500
Property	CIP - A/C for City Server	p. 148	Operation	CIP1	\$ 11,000	\$ 11,000
Property	CIP - Public Works Copier	p. 150	Operation	CIP1	\$ 10,000	\$ 10,000
Public Works	CIP - Machinery	p. 154	Operation	CIP1	\$ 7,600	\$ 7,600
Public Works	CIP - St Imp-Emulsified	p. 156	Operation	CIP1	\$ 10,000	\$ 10,000
Public Works	CIP - Guard Rail Replacement	p. 157	Operation	CIP1	\$ 20,000	\$ 20,000
Public Works	CIP - General Drainage	p. 158	Operation	CIP1	\$ 35,000	\$ 35,000
Recreation	CIP - Machinery	p. 97	Operation	CIP1	\$ 17,685	\$ 17,685
TOTALS					\$ 242,285	\$ 242,285



City of Auburn

Capital Summary

Fiscal Year 2010
Approved 4.27.2009

Department	FY10 Projects Only (See CIP for full description)		Proposed Financing	CIP	FY 2010 Manager Request	FY 2010 Council Approved
Capital Purchases -- Bond (CIP2)						
Clerk	CIP - Ordinance Codification	p. 19	Bond	CIP2	\$ 14,000	\$ 14,000
CS-Engineering	CIP - Major Drainage	p. 20	Bond	CIP2	\$ 350,000	\$ 350,000
CS-Engineering	CIP - MDOT Match - Trans. Improvements	p.22	Bond	CIP2	\$ -	\$ -
CS-Engineering	CIP - Reclaim	p. 24	Bond	CIP2	\$ 726,466	\$ 726,466
CS-Engineering	CIP - Resurface	p. 25	Bond	CIP2	\$ 1,570,627	\$ 1,570,627
CS-Engineering	CIP - Reconstruction	p. 26	Bond	CIP2	\$ 2,362,442	\$ 2,362,442
Fire	CIP - Central Station Roof	p. 82	Bond	CIP2	\$ 80,000	\$ 80,000
Planning	CIP - Replacement of Service Van	p.118	Bond	CIP2	\$ 20,000	\$ 20,000
Property	CIP - Roof Replacement - Electrical Dept. Buildings	p. 146	Bond	CIP2	\$ 45,000	\$ 45,000
Public Works	CIP - Non-Vehicle Equipment	p. 152	Bond	CIP2	\$ 18,000	\$ 18,000
Public Works	CIP - Heavy Equipment	p. 153	Bond	CIP2	\$ 33,000	\$ 33,000
Public Works	CIP - Vehicles	p. 155	Bond	CIP2	\$ 175,000	\$ 175,000
Recreation	CIP - Digital Message Sign	p. 101	Bond	CIP2	\$ 45,000	\$ 45,000
TOTALS					\$ 5,439,535	\$ 5,439,535



City of Auburn

Capital Summary

Fiscal Year 2010
Approved 4.27.2009

Department	FY10 Projects Only (See CIP for full description)		Proposed Financing	CIP	FY 2010 Manager Request	FY 2010 Council Approved
Capital Purchases -- Special Revenue (CIP3)						
CS-ICT	CIP - Server Replacement	p. 72	Spec. Rev.	CIP3	\$ 8,000	\$ 8,000
CS-ICT	CIP - IP Telephony Rollout	p. 75	Unallocated	CIP3	\$ 14,000	\$ 14,000
CS-ICT	CIP - MUNIS Permitting Module	p. 71	Unallocated	CIP3	\$ 63,760	\$ 63,760
CS-ICT	CIP - MUNIS Citizen Services Module	p. 74	Unallocated	CIP3	\$ 12,080	\$ 12,080
CS-Engineering	CIP - Sidewalk Improvement Program	p. 31	Unallocated	CIP3	\$ 100,000	\$ 100,000
CS-Engineering	CIP - Main Street Retaining Wall	p. 32	CDBG	CIP3	\$ -	\$ -
CS-Engineering	CIP - Dunn Street Retaining Wall	p. 33	Unallocated	CIP3	\$ 75,000	\$ 75,000
Recreation	CIP - Paint for Hasty Community Center	p. 98	Unallocated	CIP3	\$ 5,000	\$ 5,000
Recreation	CIP - Hasty Gym Floor	p. 96	Unallocated	CIP3	\$ 120,740	\$ 120,740
Planning	CIP - LED Streetlight Replacement - Main Street	p. 125	TIF	CIP3	\$ 46,500	\$ 46,500
Recreation	CIP - New Exit Doors - Ingersoll Arena	p. 99	Enterprise	CIP3	\$ 16,000	\$ 16,000
Recreation	CIP - Hasty Community Center Replacement Windows	p. 100	Grant	CIP3	\$ 30,000	\$ 30,000
TOTALS					\$ 491,080	\$ 491,080



City of Auburn

Capital Summary

Fiscal Year 2010
Approved 4.27.2009

Department	FY10 Projects Only (See CIP for full description)		Proposed Financing	CIP	FY 2010 Manager Request	FY 2010 Council Approved
Capital Purchases -- Fiscal Year 11 (CIP4)						
CS-Engineering	CIP - Vehicles	p. 29	FY 11	CIP4	\$ -	\$ -
CS-ICT	CIP - GIS Server Advanced	p. 72	FY 11	CIP4	\$ -	\$ -
Fire	CIP - Engine Five Parking & Ramp Area Paving	p. 83	FY 11	CIP4	\$ -	\$ -
Fire	CIP - Proximity Locking System	p. 87	FY 11	CIP4	\$ -	\$ -
Fire	CIP - Utility Pickup Truck	p. 86	FY 11	CIP4	\$ -	\$ -
Fire	CIP - PPE for Influenza Plan	p. 84	FY11	CIP4	\$ -	\$ -
Planning	CIP - Traffic Signal Video Detection - Installation	p. 122	FY 11	CIP4	\$ -	\$ -
Planning	CIP - LED Streetlight Replacement - Riverwalk/Turner St.	p. 126	FY 11	CIP4	\$ -	\$ -
Planning	CIP - Traffic Signal Equipment	p. 125	FY 11	CIP4	\$ -	\$ -
Planning	CIP - Aerial Fire Alarm Repairs	p. 123	FY 11	CIP4	\$ -	\$ -
Planning	CIP - Vehicle Laptops	p. 119	FY11	CIP4	\$ -	\$ -
Planning	CIP - Traffic Signal Video Detectors	p. 122	FY11	CIP4	\$ -	\$ -
Property	CIP - Administration Copier	p. 149	FY 11	CIP4	\$ -	\$ -
Property	CIP - Masonry - Electrical Dept. Buildings	p. 147	FY 11	CIP4	\$ -	\$ -
Property	CIP - Roof Replacement - 26 Chestnut Street	p. 145	FY11	CIP4	\$ -	\$ -
Public Works	CIP - Buildings & Bldg. Improv.	p. 151	FY11	CIP4	\$ -	\$ -
TOTALS					\$ -	\$ -



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0135 Assessing Services								
1135200 51100	Regular Salaries	248,055	246,566	261,128	176,951	176,951	(84,177)	-32%
1135200 51118	Longevity Bonus	800	800	300	0	0	(300)	-100%
1135205 53400	PS - General	700	1,304	700	700	700	0	0%
1135205 53414	PS - Recording Fee	1,800	1,517	1,700	1,700	1,700	0	0%
1135210 55500	Reports, Printing, & Bindin	280	286	300	300	300	0	0%
1135210 56000	Office Supplies	500	519	500	600	600	100	20%
1135210 56048	MV Sup-Gas & Oil	500	377	400	400	400	0	0%
1135215 55320	Comm - Telephone	440	357	350	912	912	562	161%
1135220 54302	Repairs - Vehicles	0	0	300	300	300	0	0%
1135240 53300	Training & Tuition	2,100	2,175	1,750	2,800	2,800	1,050	60%
1135240 55810	Travel-Mileage	200	596	400	600	600	200	50%
1135240 55812	Travel-Seminar Costs		209	0	0	0	0	0%
1135240 58100	Dues & Subscriptions	2,200	1,608	2,275	1,855	1,855	(420)	-18%
TOTAL		257,575	256,313	270,103	187,118	187,118	(82,985)	-31%

City of Auburn

Assessing Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	261,128	252,279	176,951
Longevity Bonus	Total	300	-	-
PS - General	Total	700	700	700

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Hours / Week	Dept. Request	Manager Request
Assessor	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>Note: The Information Assistant's wages were switched to the Clerk's Budget, thus accounting for part of the decrease.</p> </div>	37	\$ 73,505	\$ 73,505
Administrative Assistant		20	\$ 20,387	\$ -
Appraiser		37	\$ 54,941	\$ -
Appraiser		37	\$ 54,941	\$ 54,941
Appraiser		37	\$ 48,505	\$ 48,505
			\$ 252,279	\$ 176,951

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus		Dept. Request	Manager Request
Employee Longevity		\$ -	\$ -
		\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Dept. Request	Manager Request
Office Supplies		\$ 700	\$ 700
		\$ 700	\$ 700

Line Item Narrative

Regular Wages: This line item will change if the City Council supports combining our inspection services.

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. No staff members are due for a longevity bonus in 2010.

Purchased Services - General: This account includes the cost of office supplies pertaining to the appraisal function: Hardhats, Tape measures, Digital cameras, Eye and Ear protection, and Investment calculators.

City of Auburn

Assessing Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Recording Fee	Total	1,700	1,700	1,700
Reports, Printing, & Binding	Total	300	300	300
Office Supplies	Total	500	600	600

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

	2005	2006	2007	Dept. Request	Manager Request
PS - Recording Fee					
Number of Deeds	954	958	824	\$ 1,700	\$ 1,700
Cost for Recording Deeds	\$ 1,924	\$ 1,978	\$ 1,696		
				\$ 1,700	\$ 1,700

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
See Below	\$ 600	\$ 600
	\$ 600	\$ 600

Line Item Narrative

Recording Fee: This account includes the cost of 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. Due to the slow down in the market, the projected money needed for this item has been decreased from last year.

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 twenty property owners.

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

City of Auburn

Assessing Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup-Gas & Oil	Total	400	400	400
Comm - Telephone	Total	350	912	912
Repairs - Vehicles	Total	300	300	300

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
MV Sup-Gas & Oil			
See Below		\$ 400	\$ 400
		\$ 400	\$ 400

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Cost / Month	Dept. Request	Manager Request
Comm - Telephone			
Shared cellular phone	\$ 38.00	\$ 912	\$ 912
		\$ 912	\$ 912

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Motor Vehicle Gas & Oil: This account includes the cost of gas for one vehicle used by three appraisers. The appraisers are responsible for inspecting approximately 600 permitted properties and 2,400 real estate properties each year to keep the City of Auburn in compliance with Title 36 Section 328 of the State Statutes. The Appraisal staff also completes a thorough canvas of the 1,100 personal property accounts each year.

Communications -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 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. Abatement hearings are also posted in the local paper for public notice.

Repairs - Vehicles: This account includes the costs of repairs to the Department's vehicle. The Assessing Department purchased a 2005 Hyundai Elantra in 2007. The age and good condition of the vehicle results in a low repair estimate for the year.

City of Auburn

Assessing Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	2,800	2,800	2,800
Travel-Mileage	Total	600	600	600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Dept. Request	Manager Request
Maine Assessing Certification per M.R.S.A Title 36 Section 311		\$ 2,800	\$ 2,800
Note: This account covers Code Enforcement Training now.		\$ 2,800	\$ 2,800

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Dept. Request	Manager Request
Mileage		\$ 600	\$ 600
		\$ 600	\$ 600

Line Item Narrative

Training & Tuition: This account funds certification for Maine Assessors, C.M.A. Certification is required by Maine State Statutes, (Title 36 Section 311). The Department has four (4) staff members who are certified by the Maine Revenue Service Property Tax Division. Each has to complete 16 hours of continuing education per year to maintain certified assessor status. We also have one staff person who is a Certified General Appraiser and one who is a Certified Residential Appraiser. These appraisal certification levels require an additional 28 hours of continuing education for each. One of the Appraisers is a member of the Appraisal Institute and is designated a Senior Realty Appraiser (SRA). These certifications place the Department on a level basis with expert witnesses during the appeals process. This level of accreditation and education allowed the City to perform the revaluation in-house which saved the Auburn tax payers approximately \$500,000. One of the goals of the department was to continue crosstraining staff with other departments. We are set to merge with the Planning and Permitting Department for July 1, 2009. The Staff has begun taking code courses with the goal of becoming C.E.O.'s by the end of year 2010. Examples of where we use this account are: Joint Environmental Training Counciling Committee, The Maine Revenue Service School at Thomas College, Lincoln Institute of Land Policy, Rockhurst College Administrative Seminar programs, University of Maine related courses in Real Estate and Finance, Appraisal Institute, Maine Chapter, IAAO & MAAO State Chapter, Patriot Systems, GIS & Pictometry Training.

Travel & Mileage: There are 3 staff completing ongoing field inspections and we are down to one vehicle for the Department. This account reimburses staff for mileage when it is necessary to use their personal vehicles for City business. The three appraisers are responsible for inspecting approximately 600 permitted properties and 2,400 real estate properties each year to keep the City of Auburn in compliance with Title 36 Section 328 of the State Statutes. The Appraisal staff also completes a thorough canvas of the 1,100 personal property accounts each year. This allows the Department to update and maintain the inventory of real estate and personal property accounts and annually track business activity in the City of Auburn. This also covers some of the expenses accrue during the Annual Patriot Conference.

City of Auburn

Assessing Budget

Line Items		Last Year	Dept. Request	Manager Request
Dues & Subscriptions	Total	2,275	1,855	1,855

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Manager Request
Appraisal Institute	\$ 615	\$ 615
IAAO (International Association of Assessing Officers) National	\$ 175	\$ 175
IAAO State Chapter	\$ 120	\$ 120
MAAO (Maine Association of Assessing Officers)	\$ 45	\$ 45
State Appraisal License	\$ 900	\$ 900
Marshall & Swift Subscription	\$ -	\$ -
	\$ 1,855	\$ 1,855

Line Item Narrative

Dues & Subscriptions: This account includes the costs of subscriptions to assessment publications and 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. Effective for year 2008, the State Department for Appraisal Licensing and Reinforcement increased the certification fee by \$100 and the MAAO increased dues by \$25 per year. The Appraisal Institute was decreased by \$185, due to an change in the status of the filing, and the Department discontinued their subscription to Marshall and Swift, thus there is a overall decrease in the line item.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0115 City Clerk								
1115200 51100	Regular Salaries	116,754	123,775	127,242	133,881	133,881	6,639	5%
1115200 51118	Longevity Bonus	0	0	0	0	0	0	0%
1115200 51200	Temporary Assistance	500	0	1,500	1,000	1,000	(500)	-33%
1115200 51300	OT- Regular	0	33	0	0	0	0	0%
1115210 56000	Office Supplies	4,000	3,807	2,000	4,300	4,300	2,300	115%
1115210 56006	Other Sup - Voter	300	224	500	750	750	250	50%
1115220 54304	Repairs - Equipment	150	85	150	150	150	0	0%
1115240 53300	Training & Tuition	300	155	300	300	300	0	0%
1115240 55400	Advertising	700	884	700	600	600	(100)	-14%
1115240 55810	Travel-Mileage	200	81	200	200	200	0	0%
1115240 58100	Dues & Subscriptions	225	211	225	225	225	0	0%
1115240 58910	Wardens & Ward Clerks	6,220	5,555	4,500	2,740	2,740	(1,760)	-39%
1115240 58912	Voting Machines	4,050	3,101	3,050	3,160	3,160	110	4%
TOTAL		133,399	137,910	140,367	147,306	147,306	6,939	5%

City of Auburn

City Clerk Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	127,242	151,717	133,881
Temporary Assistance	Total	1,500	1,000	1,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Staff	Hours/ Week	Dept. Request	Manager Request
Regular Salaries				
City Clerk	1	37.5	\$ 65,528	\$ 65,528
Deputy City Clerk	1	37.5	\$ 34,268	\$ 34,268
Deputy Registrar of Voters (Part-time)	1	22	\$ 17,406	\$ 17,406
Part-time Switchboard/Information Assistants	1	17.5	\$ 17,836	\$ -
Part-time Switchboard/Information Assistants	1	25	\$ 16,679	\$ 16,679
			\$ 151,717	\$ 133,881

Estimated Detail of Temporary Assistance

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Temporary Assistance		
Election Day employee assistance	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Line Item Narrative

Regular Salaries: The increase in this line item is because the part time Switchboard/Information Assistant hours were budgeted in the Assessing Budget last year.

Temporary Assistance: This account funds the cost of temporary staff assistance for election day(s), and the time leading up to Election Day, including voter registration. The expense is kept to a minimum because staff from other city departments will also be assisting with voter registration and absentee balloting. These funds will be used for two elections, November 3, 2009 and June 8, 2010.

City of Auburn

City Clerk Budget

Line Items		Last Year	Dept. Request	Manager Request
Office Supplies	Total	2,000	4,300	4,300
Other Sup - Voter	Total	500	750	750
Repairs - Equipment	Total	150	150	150

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
Ballots for November 3, 2009 Municipal Election	\$ 3,200	\$ 3,200
Accuvote Supplies	\$ 700	\$ 700
General office supplies	\$ 400	\$ 400
	\$ 4,300	\$ 4,300

Estimated Detail of Other Sup - Voter

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Voter		
Voter Registration Cards	\$ 300	\$ 300
Voter Certificates	\$ 100	\$ 100
Confirmation Cards	\$ 150	\$ 150
Dymo Labels	\$ 100	\$ 100
General Office Supplies	\$ 100	\$ 100
	\$ 750	\$ 750

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
Office Equipment Repairs	\$ 150	\$ 150
	\$ 150	\$ 150

Line Item Narrative

Office Supplies: These accounts includes the cost of supplies for Voter Registration. Some of the more costly supplies include: Voter Registration Cards, Confirmation Cards, and Dymo Labels. These cards are a requirement of state and federal law. We have to replenish our entire stock of these cards as almost all were used during the November 2008 Presidential Election.

Other Supplies - Voter: See Above.

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

City of Auburn

City Clerk Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	300	300	300
Advertising	Total	700	600	600
Travel-Mileage	Total	200	200	200

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
Employee Training	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Advertising		
Public Notice requirements	\$ 600	\$ 600
	\$ 600	\$ 600

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Mileage		
Employee Mileage Reimbursement	\$ 200	\$ 200
	\$ 200	\$ 200

Line Item Narrative

Training & Tuition: This account includes the cost of tuition and fees for professional development, skill development and knowledge attainment to benefit the community and the organization. This training includes the areas of Vital Statistics, Election Laws, and Inland Fish and Wildlife. The laws are continually changing; therefore it is important for the staff to be informed and up to date on changes in procedures, regulations and state laws. The training is usually sponsored by the Maine Town and City Clerk's Association at \$75/person per session.

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

City of Auburn

City Clerk Budget

Line Items		Last Year	Dept. Request	Manager Request
Dues & Subscriptions	Total	225	225	225
Wardens & Ward Clerks	Total	4,500	5,200	2,740

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Manager Request
Lewiston Sun-Journal	\$	195	\$ 195
Maine Town and City Clerk's Association	\$	15	\$ 15
New England Clerk's Association	\$	15	\$ 15
	\$	225	\$ 225

Estimated Detail of Wardens & Ward Clerks

Actual expenses may vary according to changing circumstances

Wardens & Ward Clerks	Wages	Dept. Request	Manager Request
<u>Nov 3, 2009 State Referendum/Municipal Election</u>			
Wardens and Ward Clerks	\$ 7.25	\$ 1,200	\$ 1,200
Ballot Clerks	\$ 7.25	\$ 1,100	\$ 1,100
Instructional Meeting		\$ 100	\$ 100
<u>May 2010 Municipal School Budget Referendum</u>			
Warden and Ward Clerk		\$ 204	\$ 204
Ballot Clerks		\$ 196	\$ 196
<u>June 8, 2010 Primary Election</u>			
Wardens and Ward Clerks		\$ 1,200	\$ 1,200
Ballot Clerks		\$ 1,100	\$ 1,100
Instructional Meeting		\$ 100	\$ 100
		\$ 5,200	\$ 5,200
	Savings from Consolidated Voting		\$ 2,460
	Net Cost		\$ 2,740

Line Item Narrative

Dues & Subscriptions: See Above.

Wardens & Warden Clerks: If the City is successful in combining it's polling places, we could reduce this line item.

City of Auburn

City Clerk Budget

Line Items		Last Year	Dept. Request	Manager Request
Voting Machines	Total	3,050	3,660	3,160

Estimated Detail of Voting Machines

Actual expenses may vary according to changing circumstances

Voting Machines	<i>Machines</i>	<i>Fees</i>	Dept. Request	Manager Request
Maintenance Agreement for Accuvote Machines	6	\$ 175.00	\$ 1,050	\$ 1,050
Software Programming for November 2009 Election			\$ 1,000	\$ 1,000
Software Programming for June 2010 Primary Election			\$ 1,300	\$ 1,300
Batteries for Accuvote Machines	6	\$ 35.00	\$ 210	\$ 210
*Programming - Accessible Voting Solution Equipment			\$ 100	\$ 100
			\$ 3,660	\$ 3,660
		Savings from Consolidated Voting		\$ 500
		Net Cost		\$ 3,160

Line Item Narrative

Voting Machines: The increase in this account is due to budgeting for two elections, November 3, 2009 and June 8, 2010.

*The Accessible Voting Solution Equipment provides voters who are visually impaired the opportunity to vote in their own privacy. The program cost for this equipment is for the November 2009 Municipal Ballot. During this budget year there will be three elections, however the election for the School Budget we will not be using the voting machines, we will be hand counting the ballots in May 2010.



City of Auburn

Master List

Fiscal Year 2010
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Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0110 City Manager								
1110200 51100	Regular Salaries	205,376	160,800	216,613	350,884	350,884	134,271	62%
1110205 53400	PS - General	500	343	500	500	500	0	0%
1110210 56000	Office Supplies	400	786	400	400	400	0	0%
1110215 55320	Comm - Telephone	1,000	2,808	2,000	2,352	2,352	352	18%
1110225 58902	Special Events	3,000	(500)	3,000	2,500	2,500	(500)	-17%
1110240 53300	Training & Tuition	1,500	1,840	1,350	600	600	(750)	-56%
1110240 55810	Travel-Mileage	500	85	500	6,700	6,700	6,200	1240%
1110240 55812	Travel-Seminar Costs	1,000	2,069	1,600	400	400	(1,200)	-75%
1110240 58100	Dues & Subscriptions	1,500	597	1,740	1,200	1,200	(540)	-31%
TOTAL		214,776	168,827	227,703	365,536	365,536	137,833	61%

City of Auburn

City Manager Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	216,613	350,884	350,884
PS - General	Total	500	500	500
Office Supplies	Total	400	400	400

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Dept. Request	Manager Request
City Manager		\$ 103,000	\$ 103,000
Assistant City Manager		\$ 92,180	\$ 92,180
Community Business Specialist		\$ 44,874	\$ 44,874
Director of Economic Development		\$ 75,810	\$ 75,810
Executive Secretary		\$ 35,020	\$ 35,020
		\$ 350,884	\$ 350,884
	TIF Offset	100%	\$ 44,874
	CDBG Offset	10%	\$ 7,581
	TIF Offset	90%	\$ 68,229
	Net Cost		\$ 230,200

Note: The wages of the Director of Economic Development are paid for by CDBG 10% and TIF Revenues 90%. The wages of the Community Business Specialist are paid for by TIF Revenues 100%.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Dept. Request	Manager Request
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		\$ 400	\$ 400
		\$ 400	\$ 400

Line Item Narrative

Regular Wages: This line item has increased due to the hiring of a new city manager AND because we are recording expenses as they are incurred, along with the accompanying revenue.

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

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

City of Auburn

City Manager Budget

Line Items		Last Year	Dept. Request	Manager Request
Comm - Telephone	Total	2,000	2,352	2,352
Special Events	Total	3,000	3,000	2,500
Training & Tuition	Total	1,350	1,425	600

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone		Cost / Month	Dept. Request	Manager Request
City Manager	<div style="border: 1px solid black; padding: 5px;"> Note: The Ec. Development Director's Phone is paid for with TIF Revenues. </div>	\$ 74.00	\$ 888	\$ 888
Assistant City Manager		\$ 84.00	\$ 1,008	\$ 1,008
Economic Development Director		\$ 38.00	\$ 456	\$ 456
			\$ 2,352	\$ 2,352

Estimated Detail of Special Events

Actual expenses may vary according to changing circumstances

Special Events		Dept. Request	Manager Request
Summer Movie Night	<div style="border: 1px solid black; padding: 5px;"> Note: These are the types of activities funded by this line item. </div>	\$ 3,000	\$ 2,500
Summer Music Festivals		↓	↓
Winter Celebration			
		\$ 3,000	\$ 2,500

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Attending	Dept. Request	Manager Request
ICMA Conference	1	\$ 825	\$ -
MTCMA	2	\$ 300	\$ 300
Various Seminars		\$ 300	\$ 300
		\$ 1,425	\$ 600

Line Item Narrative

Communications: This line item pays for the cell phones for the city manager and assistant city manager.

Special Events: These programs are managed by the Community Business Specialist and promote community pride and downtown development.

Training & Tuition: This account funds the training needs for the city manager's office.

City of Auburn

City Manager Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	500	6,700	6,700
Travel-Seminar Costs	Total	1,600	1,600	400
Dues & Subscriptions	Total	1,740	1,740	1,200

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs	Attending	Dept. Request	Manager Request
ICMA Conference	1	\$ 1,200	\$
MTCMA Conference	2	\$ 400	\$ 400
		\$ 1,600	\$ 400

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Membership	Dept. Request	Manager Request
ICMA	2	\$ 1,440	\$ 900
MTCMA	2	\$ 300	\$ 300
		\$ 1,740	\$ 1,200

Line Item Narrative

Travel & Mileage: The City Manager's Employment Contract calls for a vehicle stipend of \$550 per month.

Travel & Seminar Costs: This account funds the travel and seminar costs for the city manager's office staff.

Dues & Subscriptions: This account funds the dues for the city manager and assistant city manager.



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Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0215 Community Programs								
1215230 58930	Veterans Observances	1,000	1,231	1,100	1,100	1,100	0	0%
1215230 58932	Liberty Festival	8,750	8,750	8,750	8,750	8,750	0	0%
1215230 58936	Knight House	1,000	1,000	1,000	1,000	1,000	0	0%
1215230 58938	First Auburn Seniors	1,400	1,400	1,400	1,400	1,400	0	0%
1215230 58940	New Auburn Seniors	1,400	1,400	1,400	1,400	1,400	0	0%
TOTAL		13,550	13,781	13,650	13,650	13,650	-	0%

City of Auburn

Community Programs Budget

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

Estimated Detail of Veterans Observances

Actual expenses may vary according to changing circumstances

Veterans Observances		Dept. Request	Manager Request
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	Manager Request
Fireworks	\$ 17,500	\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750
				\$ 8,750	\$ 8,750

Estimated Detail of Knight House

Actual expenses may vary according to changing circumstances

Knight House		Dept. Request	Manager Request
See Below.		\$ 1,000	\$ 1,000
		\$ 1,000	\$ 1,000

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". The Veterans place the flags for the City.

Liberty Festival: The Cities of Auburn and Lewiston share in the expense of fireworks.

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. There are about 6 volunteers who tend to the maintenance and repair of the Knight House. Marilyn Wilkinson and Dorothy Bowyer are the President and Secretary/Treasurer, respectively.

City of Auburn

Community Programs Budget

Line Items		Last Year	Dept. Request	Manager Request
First Auburn Seniors	Total	1,400	1,400	1,400
New Auburn Seniors	Total	1,400	1,400	1,400

Estimated Detail of First Auburn Seniors

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
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	Manager Request
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 their activities, such as lunches or recreational trips.



City of Auburn

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Account #		Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0145 Customer Service									
1145225	53300	Training & Tuition	5,000	3,807	5,000	5,000	5,000	0	0%
1145225	58904	Employee Recognition	7,500	5,991	7,500	0	0	(7,500)	-100%
1145225	58906	Public Relations	3,000	160	3,000	2,000	2,000	(1,000)	-33%
1145225	58908	Workplace Improvement	500	75	500	500	500	0	0%
TOTAL			16,000	10,033	16,000	7,500	7,500	(8,500)	-53%

City of Auburn

Customer Service Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	5,000	5,000	5,000
Employee Recognition	Total	7,500	7,500	-
Public Relations	Total	3,000	3,000	2,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Dept. Request	Manager Request
See Below.		\$ 5,000	\$ 5,000
		\$ 5,000	\$ 5,000

Estimated Detail of Employee Recognition

Actual expenses may vary according to changing circumstances

Employee Recognition		Dept. Request	Manager Request
October Employee Recognition		\$ 7,500	\$ -
		\$ 7,500	\$ -

Estimated Detail of Public Relations

Actual expenses may vary according to changing circumstances

Public Relations		Dept. Request	Manager Request
See Below.		\$ 3,000	\$ 2,000
		\$ 3,000	\$ 2,000

Line Item Narrative

Training & Tuition: This is for City-wide supervisory training, technology training, leadership training. Most importantly, this account will be used to provide software training to employees to enhance their proficiency. Training is essential.

Employee Recognition: Each year the City hosts a dinner for the employees to express its appreciation for our employee's public service.

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

City of Auburn

Customer Service Budget

Line Items		Last Year	Dept. Request	Manager Request
Workplace Improvement	Total	500	500	500

Estimated Detail of Workplace Improvement

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Workplace Improvement			
Operating Supplies		\$ 500	\$ 500
		\$ 500	\$ 500

Line Item Narrative

Workplace Improvement: This account is used to fund customer awareness changes in the workplace, for example, signage.



City of Auburn

Master List

Fiscal Year 2010
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Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0305 Debt Service										
1305245	58310		Principal	5,731,755	5,543,367	5,707,189	5,486,189	5,486,189	(221,000)	-4%
1305245	58320		Interest	1,439,867	1,321,719	1,314,010	1,289,750	1,289,750	(24,260)	-2%
1305245	58330		Other Expenses	5,000	5,000	5,000	5,000	5,000	0	0%
TOTAL				7,176,622	6,870,087	7,026,199	6,780,939	6,780,939	(245,260)	-3%

City of Auburn

Debt Service Budget

Line Items		Last Year	Dept. Request	Manager Request
Debt Service	Total	7,026,199	6,780,939	6,780,939

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

Debt Service		Maturity	Issued Amount	Balance	Principal	Interest	Dept. Request	Manager Request
Public Impr. 99/00	4.98%	11/09	\$ 4,000,000	\$ 400,000	\$ 300,000	\$ 7,557	\$ 307,557	\$ 307,557
Public Impr. 00/01	4.98%	11/10	\$ 4,400,000	\$ 1,280,000	\$ 300,000	\$ 23,397	\$ 323,397	\$ 323,397
Public Impr. 01/02	4.98%	11/11	\$ 5,500,000	\$ 1,650,000	\$ 409,500	\$ 42,816	\$ 452,316	\$ 452,316
Public Impr. 02/03	4.98%	11/12	\$ 4,000,000	\$ 1,600,000	\$ 390,000	\$ 44,354	\$ 434,354	\$ 434,354
City Building	3.89%	11/22	\$ 8,200,000	\$ 5,740,000	\$ 410,000	\$ 228,183	\$ 638,183	\$ 638,183
Library	4.088%	9/24	\$ 3,500,000	\$ 2,800,000	\$ 175,000	\$ 110,250	\$ 285,250	\$ 285,250
Public Impr. 03/04	4.0%	9/14	\$ 4,680,000	\$ 2,800,000	\$ 313,961	\$ 68,393	\$ 382,354	\$ 382,354
Public Impr. 03/04	3.058%	11/13	\$ 2,770,000	\$ 1,385,000	\$ 223,500	\$ 33,560	\$ 257,060	\$ 257,060
MMWAC Refi.	4.0%	11/14	\$ 11,950,000	\$ 4,450,000	\$ 1,315,000	\$ 151,700	\$ 1,466,700	\$ 1,466,700
Public Impr. 05/06	4.23%	9/15	\$ 5,000,000	\$ 3,500,000	\$ 390,000	\$ 101,400	\$ 491,400	\$ 491,400
Public Impr. 06/07	4.036%	9/16	\$ 5,000,000	\$ 4,000,000	\$ 361,008	\$ 108,302	\$ 469,310	\$ 469,310
Public Impr. 07/08	3.47%	9/17	\$ 6,000,000	\$ 6,000,000	\$ 398,220	\$ 120,461	\$ 518,681	\$ 518,681
Public Impr. 08/09	3.65%	9/18	\$ 5,730,000	\$ 5,730,000	\$ 500,000	\$ 169,377	\$ 669,377	\$ 669,377
Other Expenses			\$ 70,730,000	\$ 41,335,000	\$ 5,486,189	\$ 1,209,750	\$ 5,000	\$ 5,000
Interest Payment for FY10 Bond							\$ 80,000	\$ 80,000
							\$ 6,780,939	\$ 6,780,939

Debt Limit Calculation

State Valuation		\$1,981,600,000.00
Total Debt Limit		\$297,240,000.00
City Debt Balance	7/1/09	\$69,798,078.00
Percent of Allowable Debt		23%

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 \$80,000 for an interest payment in the event the City Council approves of the FY10 Bond.



City of Auburn

Master List

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Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease
<i>0325 Emergency Reserve</i>									
1325240	58928	Emergency Reserve		326,900	0	329,500	335,950	335,950	6,450 2%
TOTAL				326,900	-	329,500	335,950	335,950	6,450 2%

City of Auburn

Emergency Reserve Budget

Line Items		Last Year	Dept. Request	Manager Request
Emergency Reserve	Total	329,500	499,954	335,950

Estimated Detail of Emergency Reserve

Actual expenses may vary according to changing circumstances

	FY10	Charter Requirement	Dept. Request	Manager Request
Emergency Reserve				
Total Gross Budget City	\$ 31,861,229	\$ 159,306	\$ 164,962	\$ 164,962
Total Gross Budget School	\$ 34,197,536	\$ 170,988	\$ 170,988	\$ 170,988
Revenue Reduction			\$ 164,004	\$ -
			\$ 499,954	\$ 335,950

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.

This year we are budgeting for State Revenue Reductions, given the current unpredictability of the economic environment.



City of Auburn

Master List

Fiscal Year 2010
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Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0235 Community Services--Engineering								
1235200 51100	Regular Salaries	345,600	0	363,656	309,806	309,806	(53,850)	-15%
1235201 51118	Longevity Bonus	400	0	0	500	500	500	100%
1235200 51124	Uniform Allowance	600	0	600	0	0	(600)	-100%
1235200 51300	OT - Regular	0	0	0	0	0	0	0%
1235205 53400	PS - Gen/Professional	1,500	0	3,500	1,600	1,600	(1,900)	-54%
1235205 53406	PS - Testing & Monitoring	0	0	1,000	1,000	1,000	0	0%
1235205 53408	PS - Water Quality Monito	9,500	8,800	10,000	12,000	12,000	2,000	20%
1235205 53414	PS - Recording Fee	100	114	200	200	200	0	0%
1235210 55500	Reports, Printing, & Bindis	500	0	250	250	250	0	0%
1235210 56000	Office Supplies	500	0	500	500	500	0	0%
1235210 56002	Other Sup - Operating	1,500	0	1,500	3,500	3,500	2,000	133%
1235210 56010	Other Sup - Maintenance	250	0	770	3,535	3,535	2,765	359%
1235210 56034	Other Sup - Safety Equipm	500	0	500	500	500	0	0%
1235210 56036	Other Sup - Small Tools	1,500	0	500	500	500	0	0%
1235210 56040	Other Sup - MV Repair	500	0	500	500	500	0	0%
1235210 56046	MV Sup - Tires	600	0	900	450	450	(450)	-50%
1235210 56048	MV Sup - Gas & Oil	2,500	0	2,500	2,700	2,700	200	8%
1235210 56052	MV Sup - Other	1,000	0	500	500	500	0	0%
1235215 55320	Comm - Telephone	2,900	0	2,900	2,229	2,229	(671)	-23%
1235220 54302	Repairs - Vehicles	1,000	0	1,000	1,000	1,000	0	0%
1235220 54304	Repairs - Equipment	2,000	0	2,000	1,000	1,000	(1,000)	-50%
1235240 53300	Training & Tuition	1,000	0	2,300	1,550	1,550	(750)	-33%
1235240 55810	Travel - Mileage Reimburs	150	0	750	750	750	0	0%
1235240 55812	Travel - Seminar Costs	250	0	500	500	500	0	0%
1235240 58100	Dues & Subscriptions	1,200	0	1,500	2,075	2,075	575	38%
TOTAL		375,550	8,914	398,326	347,145	347,145	(51,181)	-13%

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	363,656	334,352	309,806
Longevity Bonus	Total	-	500	500
Uniform Allowance	Total	600	600	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Dept. Request	Manager Request
Director of Community Services	\$ 76,841	\$ 76,841
Assistant City Engineer	\$ 67,438	\$ 67,495
Project Engineer/Facilities	\$ 48,750	\$ 22,500
Project Engineer	\$ 54,913	\$ 56,560
Assistant Engineer	\$ 47,045	\$ 47,045
Administrative Assistant	\$ 39,365	\$ 39,365
	\$ 334,352	\$ 309,806

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Manager Request
Non-union Longevity Bonus	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

Uniform Allowance	Cost	Staff	Dept. Request	Manager Request
Employee Boots	\$ 150.00	4	\$ 600	\$ -
			\$ 600	\$ -

Line Item Narrative

Wages: The facilities position was not filled; however, funds remain to hire a private contractor to conduct an inventory of our facilities. In the future, it is critical this position be filled to properly maintain the city's 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.

Uniform Allowance: This account includes funding for the purchase of safety boots.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Gen/Professional	Total	3,500	4,100	1,600
PS - Testing & Monitoring	Total	1,000	1,000	1,000
PS - Water Quality Monitoring	Total	10,000	17,000	12,000

Estimated Detail of PS - Gen/Professional

Actual expenses may vary according to changing circumstances

	Calls	Cost	Dept. Request	Manager Request
PS - Gen/Professional				
Dig Safe	1600	\$ 1.00	\$ 1,600	\$ 1,600
Televiewing of Storm Drain Lines			\$ 1,900	\$ -
Air Card for Mapping Laptop			\$ 600	\$ -
			\$ 4,100	\$ 1,600

Estimated Detail of PS - Testing & Monitoring

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Testing & Monitoring		
Construction Material Testing	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Estimated Detail of PS - Water Quality Monitoring

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Water Quality Monitoring		
Spring 2009 Sampling (Ash & Gracelawn Landfills)	\$ 5,000	\$ -
Fall 2009 Sampling (Ash & Gracelawn Landfills) & Annual Report to Maine DEP	\$ 7,000	\$ 7,000
Spring 2010 Sampling (Ash & Gracelawn Landfills)	\$ 5,000	\$ 5,000
	\$ 17,000	\$ 12,000

Line Item Narrative

Purchased Services - General Services: This account covers the cost of various purchased services. See above.

Purchased Services - Testing & Monitoring: This account includes the cost for construction material testing (i.e. concrete, asphalt, gravel) in areas not part of a specific reconstruction, reclamation, paving, or drainage project. These services would be performed by a qualified geotechnical engineering and material testing firm, and would be utilized on an as-needed basis.

Purchased Services -Water Quality Testing: 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.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Recording Fee	Total	200	200	200
Reports, Printing, & Binding	Total	250	250	250
Office Supplies	Total	500	500	500

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Recording Fee		
Recording Fee	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
General Office Supplies	\$ 500	\$ 500
	\$ 500	\$ 500

Line Item Narrative

Recording Fee: This account funds the recording of deeds and plans at the County Registry. The increased amount of construction activity has meant an increase in the number of deeds recorded for easements for street and sidewalk improvement projects.

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).

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.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	1,500	3,500	3,500
Other Sup - Maintenance	Total	770	7,840	3,535
Other Sup - Safety Equipment	Total	500	500	500

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating		Dept. Request	Manager Request
See Below		\$ 3,500	\$ 3,500
		\$ 3,500	\$ 3,500

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

Other Sup - Maintenance	3 Year Option	4 Year Option	5 Year Option	Dept. Request	Manager Request
Maintenance Contract for Plotter	\$ 3,535	\$ 5,303	\$ 7,070	\$ 7,840	\$ 3,535
				\$ 7,840	\$ 3,535

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment		Dept. Request	Manager Request
Personal Protective Equipment		\$ 500	\$ 500
		\$ 500	\$ 500

Line Item Narrative

Other Supplies - Operating: This account funds supplies such as: toner for the plan copier, DVD's, videocassettes for inspections, various drafting and surveying supplies (which include marking paint, grade stakes & flagging tape), plan copier paper, toner, 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 +zone charge) cavity, fuser wires etc. cleaned to prevent future high cost repairs. The increase is a one time charge for a 5-year extended warranty maintenance agreement for the newly purchased HP DesignJet T1100 Multi-Function Printer. This agreement will in effect extend the manufactures 1-year warranty to 6 years.

Other Supplies - Safety Equipment: This account funds safety equipment required by OSHA, and other regulatory agencies to meet general safety practices and policies. Items are purchased as necessary by the Department to perform on the job. The items include hard hats, traffic cones, hearing protectors, safety vests, and other items as necessary.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Small Tools	Total	500	500	500
Other Sup - MV Repair	Total	500	500	500
MV Sup - Tires	Total	900	450	450

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Small Tools		
Small Hand Tools	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Other Sup - MV Repair

Actual expenses may vary according to changing circumstances

	Year	Vehicle Number	Dept. Request	Manager Request
Other Sup - MV Repair				
Dodge Caravan	1990	88	\$ 500	\$ 500
Ford Explorer	2000	87		
Ford Focus	2008	93		
Jeep Cherokee	1996	89		
			\$ 500	\$ 500

Estimated Detail of MV Sup - Tires

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
MV Sup - Tires		
Tires	\$ 450	\$ 450
	\$ 450	\$ 450

Line Item Narrative

Other Supplies - Small Handtools: This account funds the cost of small tools necessary to perform every day job duties; folding rulers, pop levels, plumb bobs, pry bars, shovels, tape measures, scientific calculator.

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

Motor Vehicle Supplies - Tires: This account funds the cost of needed replacement tires for department vehicles.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Gas & Oil	Total	2,500	3,391	2,700
MV Sup - Other	Total	500	500	500
Comm - Telephone	Total	2,900	2,766	2,229

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 and Oil	\$ 2.49	1362	\$ 3,391	\$ 2,700
			\$ 3,391	\$ 2,700

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
	\$ 500	\$ 500

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Per Month	Dept. Request	Manager Request
Comm - Telephone			
Director of Community Services	\$ 65.00	\$ 780	\$ 780
Assistant City Engineer	\$ 44.87	\$ 538	\$ 538
Project Engineer/Facilities	\$ 44.81	\$ 538	\$ -
Project Engineer	\$ 37.92	\$ 455	\$ 455
Assistant Engineer	\$ 37.92	\$ 455	\$ 455
		\$ 2,766	\$ 2,229

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.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Vehicles	Total	1,000	1,000	1,000
Repairs - Equipment	Total	2,000	2,000	1,000
Training & Tuition	Total	2,300	3,000	1,550

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Vehicles		
Fleet Repairs	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
See Below	\$ 2,000	\$ 1,000
	\$ 2,000	\$ 1,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
American Public Works Association	\$ 150	\$ 150
Computer Training	\$ 1,250	\$ 500
Maine Municipal Association	\$ 250	\$ 100
Employee Training	\$ 1,000	\$ 500
MDOT Local Roads	\$ 250	\$ 200
Professional Licensing	\$ 100	\$ 100
	\$ 3,000	\$ 1,550

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.

City of Auburn

Engineering Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel - Mileage Reimbursement	Total	750	750	750
Travel - Seminar Costs	Total	500	500	500
Dues & Subscriptions	Total	1,500	2,075	2,075

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	\$ 750	\$ 750
	\$ 750	\$ 750

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				
PE Bi-annual License Renewal	\$ 80.00	3	\$ 240	\$ 240
PLS Bi-annual License Renewal			\$ 275	\$ 275
WSO Bi-annual License Renewal			\$ 60	\$ 60
ASCE Annual Dues	\$ 215.00	3	\$ 645	\$ 645
MSLS Annual Dues			\$ 215	\$ 215
APWA Annual Dues	\$ 110.00	4	\$ 440	\$ 440
CPESC Renewal	\$ 100.00		\$ 100	\$ 100
CPSWQ	\$ 100.00		\$ 100	\$ 100
			\$ 2,075	\$ 2,075

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: (3) Professional Engineer Licensing, (1) 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

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0120 Financial Services								
1120200 51100	Regular Salaries	343,596	339,179	354,328	383,700	383,700	29,372	8%
1120205 53400	PS - General	20,000	23,069	18,000	20,154	20,154	2,154	12%
1120210 55500	Reports, Printing, & Bindin	1,900	1,321	1,700	1,450	1,450	(250)	-15%
1120210 56000	Office Supplies	3,500	2,916	3,500	2,450	2,450	(1,050)	-30%
1120240 53300	Training & Tuition	1,800	3,073	2,080	2,200	2,200	120	6%
1120240 55810	Travel-Mileage	150	256	150	250	250	100	67%
1120240 55812	Travel-Seminar Costs	350	472	1,300	1,200	1,200	(100)	-8%
1120240 58100	Dues & Subscriptions	1,000	957	1,000	1,185	1,185	185	19%
1120240 58914	CDBG Admin Fees	(8,000)	(8,004)	(8,000)	0	0	8,000	-100%
TOTAL		364,296	363,239	374,058	412,589	412,589	38,531	10%

City of Auburn

Finance Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	354,328	383,700	383,700
PS - General	Total	18,000	20,154	20,154

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Hours	Dept. Request	Manager Request
Finance Director	37.5	\$ 80,000	\$ 80,000
Accountant	37.5	\$ 48,505	\$ 48,505
Accountant	37.5	\$ 39,244	\$ 39,244
P/T Assistance	4	\$ 3,094	\$ 3,094
Purchasing/Risk Manager	37.5	\$ 59,173	\$ 59,173
Tax Clerk	37.5	\$ 35,435	\$ 35,435
Tax Clerk	37.5	\$ 35,413	\$ 35,413
Tax Clerk	37.5	\$ 30,564	\$ 30,564
Tax Collector	37.5	\$ 52,272	\$ 52,272
		\$ 383,700	\$ 383,700

Note: There is a
corresponding \$8,000
revenue from the CDBG
Budget for financial
administration.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Manager Request
CAFR & Annual Report Filing Fee	\$ 500	\$ 500
Discharge of Liens	\$ 6,500	\$ 6,500
Filing Tax Liens	\$ 6,110	\$ 6,110
Research deeds for liens/foreclosures	\$ 1,020	\$ 1,020
Tax Bills & City Manager's Letter	\$ 6,024	\$ 6,024
	\$ 20,154	\$ 20,154

Line Item Narrative

Salaries: The increase in this line item accounts for the hiring of the Finance Director.

Purchase Services - General: See Above.

City of Auburn

Finance Budget

Line Items		Last Year	Dept. Request	Manager Request
Reports, Printing, & Binding	Total	1,700	1,450	1,450
Office Supplies	Total	3,500	2,450	2,450

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Reports, Printing, & Binding		
Tax Office Receipts	\$ 400	\$ 400
Checks	\$ 450	\$ 450
W-2, 1099, & Tax Supplies	\$ 350	\$ 350
CAFR Report	\$ 250	\$ 250
	\$ 1,450	\$ 1,450

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
Audit Prep / Budget / Liens	\$ 700	\$ 700
Audit Preparation and Completion, Tax Bills	\$ 950	\$ 950
Miscellaneous	\$ 350	\$ 350
RFP Binders and Supplies	\$ 450	\$ 450
	\$ 2,450	\$ 2,450

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. This account also funds the accounts payable and payroll check stock, receipts and W-2 forms.

City of Auburn

Finance Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	2,080	2,200	2,200
Travel-Mileage	Total	150	250	250
Travel-Seminar Costs	Total	1,300	1,200	1,200

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Staff	Cost Each	Dept. Request	Manager Request
Training & Tuition				
MUNIS training	All	\$ 1,000.00	\$ 1,000	\$ 1,000
GFOA Conference	1	\$ 600.00	\$ 600	\$ 600
Maine Municipal				
Tax Collectors/Treasurers	3	\$ 70.00	\$ 210	\$ 210
Human Resource	2	\$ 80.00	\$ 160	\$ 160
Annual Conference	2	\$ 85.00	\$ 170	\$ 170
Maine GFOA Training	1	\$ 60.00	\$ 60	\$ 60
			\$ 2,200	\$ 2,200

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Travel-Seminar Costs			
GFOA Conference	Flight	\$ 350	\$ 350
	Hotel x 3 nights	\$ 450	\$ 450
	Per Diem	\$ 400	\$ 400
		\$ 1,200	\$ 1,200

Line Item Narrative

Training & Tuition: This account covers costs for tuition and fees for professional development to enhance customer service for the City.

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

Travel, Seminar Costs: This account reimburses staff expenses for one Tax Office staff member and one Finance Department staff member to attend a three day MUNIS user conference in October.

City of Auburn

Finance Budget

Line Items		Last Year	Dept. Request	Manager Request
Dues & Subscriptions	Total	1,000	1,185	1,185
CDBG Admin Fees	Total	(8,000)	-	-

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
GFOA Membership	\$ 220	\$ 220
Updates to GAAP and GAAS	\$ 450	\$ 450
Maine Tax Collectors and Treasurers	\$ 40	\$ 40
Excise Publications/Books	\$ 300	\$ 300
National Institute of Governmental Purchasing	\$ 175	\$ 175
	\$ 1,185	\$ 1,185

Estimated Detail of CDBG Admin Fees

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
CDBG Admin Fees		
Administration Fees	\$ (8,000)	\$ (8,000)
	\$ (8,000)	\$ (8,000)

Note: There revenue is now accounted for in the Revenue Budget. It remains in this document to record the change.

Line Item Narrative

Dues & Subscriptions: Memberships provide an opportunity to network with other professionals and utilize membership assistance provided by these organizations.

CDBG (Community Development Block Grant): This account includes the reimbursement of accounting and auditing services provided to the CDBG program. These fees offset costs incurred by the Finance Department to provide these services.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0405 Fire								
1405200 51100	Regular Salaries	2,823,463	2,752,885	2,801,915	2,819,680	2,819,680	17,765	1%
1405200 51110	Acting Rank	6,500	8,783	6,695	6,895	6,895	200	3%
1405200 51116	Holiday Pay	136,310	129,560	137,673	139,920	139,920	2,247	2%
1405200 51122	Sick Leave Incentive	0	196	0	0	0	0	0%
1405200 51124	Uniform Allowance	18,000	22,775	18,000	19,200	19,200	1,200	7%
1405200 51126	Physicals	1,000	1,927	1,200	1,400	1,400	200	17%
1405200 51128	OSHA Safety Costs	10,000	6,037	12,000	15,710	15,710	3,710	31%
1405200 51132	Turnout Gear	25,000	20,018	25,000	16,560	16,560	(8,440)	-34%
1405200 51302	OT - Vac Replacement	112,875	113,059	116,260	20,000	20,000	(96,260)	-83%
1405200 51304	OT - Sick Replace LT	25,000	25,379	30,000	20,000	20,000	(10,000)	-33%
1405200 51305	OT - Sick Replace ST	60,000	87,219	65,000	66,950	66,950	1,950	3%
1405200 51306	OT - Mandatory Training	6,500	4,991	6,500	6,840	6,840	340	5%
1405200 51307	OT - Outside Jobs	0	0	0	0	0	0	0%
1405200 51310	OT - Extra Assignments	12,000	30,102	14,000	15,215	15,215	1,215	9%
1405200 51312	OT - Vacancies/Retiremer	2,000	25,590	3,000	11,300	11,300	8,300	277%
1405200 51314	OT - Work Related Injuric	10,000	18,282	7,500	15,000	15,000	7,500	100%
1405200 51316	OT - Meetings	5,000	4,161	5,000	4,974	4,974	(26)	-1%
1405200 51318	OT - Funeral Leave	2,000	9,323	4,000	5,000	5,000	1,000	25%
1405200 51320	OT - Multiple Alarms	7,000	5,623	8,000	8,343	8,343	343	4%
1405200 51332	OT - Pump team	2,565	1,453	2,500	2,500	2,500	0	0%
1405205 53400	PS - General	2,500	2,162	2,500	2,500	2,500	0	0%
1405205 53422	PS - Uniform Cleaning	4,000	3,060	2,000	3,400	3,400	1,400	70%
1405210 56000	Office Supplies	700	609	700	700	700	0	0%
1405210 56008	Other Sup - Fire Preventio	2,500	1,628	2,500	2,275	2,275	(225)	-9%
1405210 56010	Other Sup - Maintenance	4,500	4,377	4,700	4,630	4,630	(70)	-1%
1405210 56011	Other Sup - Pump Team	2,095	200	3,500	3,040	3,040	(460)	-13%
1405210 56012	Other Sup - Fire Training	3,000	1,032	4,000	4,000	4,000	0	0%
1405210 56014	Other Sup - Medical	31,967	23,918	25,600	25,758	25,758	158	1%
1405210 56036	Other Sup - Small Tools	500	366	500	1,280	1,280	780	156%
1405210 56044	Other Sup - Other	2,000	1,398	2,500	4,605	4,605	2,105	84%
1405210 56046	MV Sup - Tires/Tube/Chr	8,000	3,063	6,500	12,987	12,987	6,487	100%
1405210 56048	MV Sup - Gas & Oil	12,000	6,790	11,250	12,450	12,450	1,200	11%
1405215 54100	Utilities - Water/Sewer	4,549	4,675	5,322	4,972	4,972	(350)	-7%
1405215 55320	Comm - Telephone	6,000	4,636	7,755	9,970	9,970	2,215	29%



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #		Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
1405215	56210	Utilities - Natural Gas	4,785	4,256	4,500	4,937	4,937	437	10%
1405215	56220	Utilities - Electricity	27,562	35,469	29,492	36,000	36,000	6,508	22%
1405215	56230	Utilities - Bottled Gas	700	600	847	847	847	0	0%
1405215	56240	Utilities - Heating Fuel	14,275	1,705	16,500	13,322	13,322	(3,178)	-19%
1405215	56260	Utilities - Diesel	55,200	55,096	69,000	63,250	63,250	(5,750)	-8%
1405220	54300	Repairs - Buildings	25,000	13,518	20,000	17,170	17,170	(2,830)	-14%
1405220	54302	Repairs - Vehicles	70,000	82,039	70,000	47,520	47,520	(22,480)	-32%
1405220	54304	Repairs - Equipment	12,800	12,888	15,605	18,558	18,558	2,953	19%
1405220	54308	Repairs - Radio Equipmen	5,500	1,654	5,500	5,525	5,525	25	0%
1405220	54314	Repairs - Maintenance Cor	12,300	13,421	12,210	12,210	12,210	0	0%
1405240	53300	Training & Tuition	12,000	11,684	30,000	30,275	30,275	275	1%
1405240	55310	Comm - Postage	600	424	600	600	600	0	0%
1405240	55812	Travel-Seminar Costs	1,000	(58)	1,200	200	200	(1,000)	-83%
1405240	58100	Dues & Subscriptions	3,100	3,907	3,500	3,065	3,065	(435)	-12%
TOTAL			3,594,346	3,561,882	3,622,524	3,541,533	3,541,533	(80,991)	-2.2%

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	2,801,915	2,876,191	2,819,680
Acting Rank	Total	6,695	6,895	6,895
Holiday Pay	Total	137,673	139,920	139,920

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Dept. Request	Manager Request
Fire Chief	1	\$ 85,309	\$ 85,309
Administrative Assistant	0.5	\$ 16,014	\$ 16,014
Assistant Chief	1	\$ 64,868	\$ 64,868
Captain	4	\$ 196,469	\$ 196,469
Fire Fighters	36	\$ 1,429,728	\$ 1,429,728
Fire Prevention Officer	1	\$ 56,511	\$ -
Lieutenant	16	\$ 772,957	\$ 772,957
Office Manager	1	\$ 36,591	\$ 36,591
Platoon Chief	4	\$ 217,744	\$ 217,744
	64.5	\$ 2,876,191	\$ 2,819,680

Estimated Detail of Acting Rank

Actual expenses may vary according to changing circumstances

Acting Rank	Dept. Request	Manager Request
Per Union Contract - 2009 Budget	\$ 6,695	\$ 6,695
Increase of 3% for step increases	\$ 200	\$ 200
	\$ 6,895	\$ 6,895

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

Holiday Pay	# of Firefighters	Avg. Hol. Pay	# of Holidays	Dept. Request	Manager Request
Per Union Contract	60	\$ 212.00	11	\$ 139,920	\$ 139,920
				\$ 139,920	\$ 139,920

Line Item Narrative

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

Acting Rank: This Firefighters who serve in acting rank are paid a 5% stipend while serving in that capacity. Increase is due to step increases of 3% but actual expenses in this line item over the past 5 budget years have averaged \$7,000.

Holiday Pay: This Holiday pay is computed by multiplying the number of holidays (11) by 1/4 of a week's pay which averages to be \$212.32. This figure is then multiplied by 60 firefighters.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Uniform Allowance	Total	18,000	20,155	19,200
Physicals	Total	1,200	1,400	1,400

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

Uniform Allowance	Staff	Cost	Dept. Request	Manager Request
Chief	1	\$ 485	\$ 485	\$ 200
Captains	4	\$ 335	\$ 1,340	\$ 1,340
Deputy Chief	1	\$ 485	\$ 485	\$ 200
Fire Prevention Officer	1	\$ 385	\$ 385	\$ -
Lieutenants	16	\$ 310	\$ 4,960	\$ 4,960
Platoon Chiefs	4	\$ 335	\$ 1,340	\$ 1,340
Privates	36	\$ 310	\$ 11,160	\$ 11,160
			\$ 20,155	\$ 19,200

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

Physicals	Quantity	Cost	Dept. Request	Manager Request
Audiogram	4	\$ 29.00	\$ 116	\$ 116
Drug Collection	4	\$ 20.00	\$ 80	\$ 80
Exam with Provider	4	\$ 93.00	\$ 372	\$ 372
Hepatitis B Surf Antibody (Lab)	4	\$ 56.00	\$ 224	\$ 224
MRO Services	4	\$ 18.50	\$ 74	\$ 74
Non DOT Drug Screen	4	\$ 23.00	\$ 92	\$ 92
Respiratory Clearance Evaluation	4	\$ 31.00	\$ 124	\$ 124
Spirometry	4	\$ 31.00	\$ 124	\$ 124
TB/Intrademal (PPD)	4	\$ 16.00	\$ 64	\$ 64
Urine Dip	4	\$ 11.00	\$ 44	\$ 44
Venepuncture/Collection	4	\$ 21.50	\$ 86	\$ 86
			\$ 1,400	\$ 1,400

Line Item Narrative

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 of all of the firefighter's allowances is \$27,070. This will increase on July 1st when the firefighters are issued their allotted amounts as indicated above.

Physicals: This account funds the cost of pre-employment exams for new firefighters at an average of \$350. 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. In the coming fiscal budget, there will be 8 personnel who could retire. The assumption is that possibly 4 may retire in FY10.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OSHA Safety Costs	Total	12,000	20,710	15,710
Turnout Gear	Total	25,000	20,700	16,560

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

OSHA Safety Costs	Quantity	Dept. Request	Manager Request
Disinfectant Spray	24	\$ 240	\$ 240
Lancets for Blood Draw to Measure Blood Sugar Levels	7	\$ 200	\$ 200
Lens for Self-Contained Breathing Apparatus	6	\$ 600	\$ 600
Nitril Gloves for Pandemic Flu (Boxes)	480	\$ 3,800	\$ 3,800
OSHA Accepted Reflective Vests	10	\$ 400	\$ 400
PPE Equipment (Pandemic Flu Inventory)		\$ 10,000	\$ 5,000
Safety Glasses	120	\$ 300	\$ 300
Splash Guard Masks and Goggles	120	\$ 550	\$ 550
Tuberculosis Plants and Reads/Respiratory Clearance	60	\$ 4,620	\$ 4,620
		\$ 20,710	\$ 15,710

Estimated Detail of Turnout Gear

Actual expenses may vary according to changing circumstances

Turnout Gear	Quantity	Cost Each	Dept. Request	Manager Request
Boots	10	\$ 140	\$ 1,400	\$ 1,120
Gloves	10	\$ 40	\$ 400	\$ 320
Helmets	10	\$ 210	\$ 2,100	\$ 1,680
Hood	10	\$ 30	\$ 300	\$ 240
Pants	10	\$ 690	\$ 6,900	\$ 5,520
Turnout Coat	10	\$ 960	\$ 9,600	\$ 7,680
		\$ 2,070	\$ 20,700	\$ 16,560

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

Line Item Narrative

OSHA Safety: This account funds OSHA related items and mandated respiratory standards and clearance evaluations. The equipment for the respiratory fit testing was purchased through the Homeland Security Grant and is jointly used by Auburn and Lewiston Fire Departments. The PPE Equipment is any type of specialized clothing, barrier product, or breathing device used to protect workers from serious illness or injury. Proper use of PPE by workers involved with patient care aids infection control because it helps protect wearers against infection or contamination. It reduces the chance that workers will infect or contaminate, and reduces the chance of transmitting infections from one person to another.

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.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Vac Replacement	Total	116,260	127,138	20,000
OT - Sick Replace LT	Total	30,000	30,000	20,000

Estimated Detail of OT - Vac Replacement

Actual expenses may vary according to changing circumstances

	Hours	Overtime Rate	Dept. Request	Manager Request
OT - Vac Replacement				
Overtime Wages for Firefighters on Vacation	4320	\$ 29.43	\$ 127,138	\$ 20,000
			\$ 127,138	\$ 20,000

Estimated Detail of OT - Sick Replace LT

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
OT - Sick Replace LT		
Overtime Wages for Firefighters on Long Term Sick/Illness	\$ 30,000	\$ 20,000
	\$ 30,000	\$ 20,000

Line Item Narrative

Overtime-Vacation: The budget amount was calculated by taking the average number of service years for all firefighters (13 years) to arrive at the average number of vacation hours earned per year (144.0 hrs). The average number of vacation hours per year (144.0 hrs) was then multiplied by the number of firefighters (60). This gives the average number of all vacation hours for all firefighters combined (8,640 hrs.) The average number of vacation hours was then multiplied by the average overtime rate of \$29.43 to arrive at \$254,275. Since it is not necessary to hire a replacement if only one firefighter is out on vacation and manpower drops to 14, the need to hire replacement only happens half the time which totals \$127,137.50.

Although some senior firefighters have retired eliminating larger banks of vacation time, current firefighters continue to increase their banks of vacation time by contract.

Overtime - Long Term 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 in which \$57,480 was actually spent with \$25,370 spent in 2008. Averaging that out would give you \$41,430, but without more data we are leaving it at \$30,000. For example, in 2008 out of the 62 shifts we only had to hire for 36 shifts which was 864 hours (\$25,428).

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Sick Replace ST	Total	65,000	66,950	66,950
OT - Mandatory Training	Total	6,500	6,840	6,840

Estimated Detail of OT - Sick Replace ST

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
OT - Sick Replace ST		
Overtime Wages for Firefighters on Short Term Sick/Illness	\$ 65,000	\$ 65,000
Increase of 3% for step increases	\$ 1,950	\$ 1,950
	\$ 66,950	\$ 66,950

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

	Instructor Cost	Hours	Dept. Request	Manager Request
OT - Mandatory Training				
Blood Borne Pathogens	\$ 30.00	8	\$ 240	\$ 240
Confined Space Operations	\$ 30.00	32	\$ 960	\$ 960
CPR Recertification	\$ 30.00	32	\$ 960	\$ 960
Haz-Mat Operations	\$ 30.00	32	\$ 960	\$ 960
New Hire Orientation ¹	\$ 30.00	100	\$ 3,000	\$ 3,000
SCBA Maintenance Training ²	\$ 30.00	24	\$ 720	\$ 720
			\$ 6,840	\$ 6,840

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 three shifts or less. Increase follows 3% step increases. This short-term line item has also only existed since 2007 in which \$96,432 was expended and in 2008 \$87,219 was expended averaging out to \$91,926. Again without more data we are increasing this only by 3% but appears it could be underfunded. For example, in 2008 out of 188 shifts we had to hire for 142 shifts which was 2,957 hours (\$87,025). However, so far in 2009 out of 126 shifts, we have had to only hire for 67 shifts which was 1,348 hours (\$39,672).

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. In the past 3 fiscal years expenditures have ranged from \$4,374 to \$6,746 but with increased requirements for training and continuing to provide train-the-trainer programs for our personnel, we will maintain the previous year's budget.

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.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Outside Jobs	Total	-	-	-
OT - Extra Assignments	Total	14,000	27,107	15,215

Estimated Detail of OT - Outside Jobs

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Extra Assignments

Actual expenses may vary according to changing circumstances

	Hours	Overtime Rate	Dept. Request	Manager Request
OT - Extra Assignments				
African Festival	10	\$ 29.43	\$ 294	\$ 294
Balloon Festival	52	\$ 29.43	\$ 1,530	\$ 1,530
Boat Repairs	5	\$ 29.43	\$ 147	\$ 147
Dept Business Travel	50	\$ 29.43	\$ 1,472	\$ -
Fire Calls	123	\$ 29.43	\$ 3,620	\$ 3,620
Fire Investigations	90	\$ 42.20	\$ 3,798	\$ -
Jury Duty	5	\$ 29.43	\$ 147	\$ 147
Liberty Festival	14	\$ 29.43	\$ 412	\$ 412
Military Coverage	288	\$ 29.43	\$ 8,476	\$ 8,476
SCBA Flow Tests/Fit Tests	20	\$ 29.43	\$ 589	\$ 589
Storm Coverage	225	\$ 29.43	\$ 6,622	\$ -
			\$ 27,107	\$ 15,215

Line Item Narrative

Over Time - Extra 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.

Over Time - Extra Assignments: This account includes time for events such as storms, court attendance, military leave and community events, such as the Balloon Festival and the Liberty Festival. It also funds the cost of providing personnel who must travel for department business. Over the last 5 fiscal years, we have an averaged \$20,000 expenditure cost for this line item. Storm Coverage involved 233 hrs of overtime at an average OT rate of \$29.43 for 2008. This occurred 6 times in 2008. Four of these times 3 firefighters were called in and two times 1 firefighter was called in. Military coverage requires each member of the military to report for duty 1 weekend a month and 2 weeks per year. In 2008 there was one firefighter in the military and it was necessary to hire a replacement 6 times out of the year for a total of 144 hours. For 2010 there will be 2 firefighters in the military.

Fire Calls involved 123 hrs of overtime at an average OT rate of \$29.43 for 2008. Fire Investigations involved 91 hrs of overtime at an overtime rate of \$42.20 for 2008. This included 13 fire investigations for 59 hrs, 7 no heat investigations for 22 hrs, and 3 juvenile firesetter investigations for 10 hrs.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Vacancies/Retirement	Total	3,000	11,300	11,300
OT - Work Related Injuries	Total	7,500	15,000	15,000

Estimated Detail of OT - Vacancies/Retirement

Actual expenses may vary according to changing circumstances

	Quantity	Minimum Cost / FF	Actual Cost for 4 FF	Dept. Request	Manager Request
OT - Vacancies/Retirement					
Wages Paid Due to Vacancies and Retirements	4	\$ 2,825	\$ 11,300	\$ 11,300	\$ 11,300
				\$ 11,300	\$ 11,300

Estimated Detail of OT - Work Related Injuries

OT - Work Related Injuries
FY10 Request

Note: Sprains and strains are the most frequent injury that contributes to this line item. Through better safety training, we are attempting ways to reduce this.

Dept. Request	Manager Request
\$ 15,000	\$ 15,000
\$ 15,000	\$ 15,000

Line Item Narrative

Overtime - Vacancies & Retirement: This account covers overtime wages for covering unexpected vacancies or retirement. We encourage firefighters to give advance notice of their intention to retire so a replacement can be hired in a timely manner. Unfortunately, over the past 5 years we have averaged an expense of \$25,000 per year in this account due to late notifications. Once notified if there is not a current certified list, it could take up to 3 months to acquire one. Even if we did have a list, once notified it could take up to 2 months to get someone hired and through orientation. Although proposed funding for this year's budget has increased, as we head into negotiations this issue should be discussed.

For the FY 10, there is a possibility of 4 firefighters retiring. Based on the assumption that each firefighter will give a months notice and that there is a certified list of applicants available, the minimum amount of overtime would be 2 weeks or 96 hours. If the number of hours, 96, is multiplied by the average overtime rate of \$29.43, the cost of overtime per retiring firefighter is \$2,825.28. Although this totals \$11,300.00, we are still only requesting \$6,000.00 in hopes that during negotiations this can be resolved.

Overtime - Work Related Injuries: This Overtime wages for firefighters who replace firefighters out of work due to work-related injuries. Average expense in this account over the past 5 years is \$26,000 per year. Actual expenses have ranged from \$4,600 to \$56,000 per year. It is next to impossible to project future expenses in this area, but going forward we will continue to strive for better and safer work practices. The department's plan is to have the City Safety Coordinator provide training on safe acts and have MMA provide training on ergonomics, proper lifting, and stretching. After this training it is our goal to lower the number of hours to 510 hours per year. Taking the 510 and multiplying it by the average OT rate of \$29.43 gives us the above request. For 2008, although there were 71 shifts where a firefighter was out for an on-the-job injury, OT replacements were only hire for 29 of those shifts totaling 660 hours.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Meetings	Total	5,000	4,974	4,974
OT - Funeral Leave	Total	4,000	5,000	5,000
OT - Multiple Alarms	Total	8,000	8,343	8,343

Estimated Detail of OT - Meetings

	OT Rate	Hours	Dept. Request	Manager Request
OT - Meetings				
Captains Monthly Meetings	\$ 34.78	16	\$ 556	\$ 556
EMS Meetings	\$ 34.78	11	\$ 383	\$ 383
IMC Meetings	\$ 34.78	8	\$ 278	\$ 278
SMT Monthly Meetings (Average 4 FF's)	\$ 34.78	108	\$ 3,756	\$ 3,756
			\$ 4,974	\$ 4,974

Estimated Detail of OT - Funeral Leave

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Multiple Alarms

Actual expenses may vary according to changing circumstances

	Rate	Occurrences	# of FF / Occurance	Average # of Hours	Total Hours	Dept. Request	Manager Request
OT - Multiple Alarms							
Est. FY10	\$29.43	7	9	4.5	283.5	\$ 8,343	\$ 8,343
FY08			13	139	499.5	↓	↓
FY07			6	68	281.5	↓	↓
FY06			2	14	114.25	↓	↓
						\$ 8,343	\$ 8,343

Line Item Narrative

Overtime - Meeting: Overtime wages for Captains and Platoon 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. The 5 year average is \$4,500 per year with the high being \$9,000 in 2008.

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 7 multiple alarms each year with 9 firefighters responding with an average of 4.5 hours per firefighter. This amounts to 283.5 overtime hours per year at a rate of \$29.43 which totals \$8,343.40.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Pump team	Total	2,500	2,500	2,500
PS - General	Total	2,500	2,500	2,500

Estimated Detail of OT - Pump team

Actual expenses may vary according to changing circumstances

	Pumps	Vendor	AFD	Savings	Dept. Request	Manager Request
OT - Pump team						
Pump Testing	4	\$ 1,200.00	\$ 691.80	\$ 508.20	\$ 2,500	\$ 2,500
Pump Repair (example)		\$ 7,125.00	\$ 2,594.25	\$ 4,530.75	↓	↓
				<u>\$ 5,038.95</u>		
					\$ 2,500	\$ 2,500

Note: This program needs to be evaluated for profit and loss.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
PS - General			
Annual Hazardous Chemical Inventories	1	\$ 150	\$ 150
Annual Tank Inspections	1	\$ 210	\$ 210
Annual Tank Registration	1	\$ 100	\$ 100
Flags	3	\$ 270	\$ 270
Food for Training & Fires		\$ 1,500	\$ 1,500
Retirement Plaques	6	\$ 240	\$ 240
Signs for Stations	3	\$ 30	\$ 30
		<u>\$ 2,500</u>	<u>\$ 2,500</u>

Line Item Narrative

Overtime - Pump Team: This account funds the cost of personnel who do the in-house pump testing and maintenance on our engine companies.

Pump testing: A vendors cost would be approximately \$300 per pump - for four pumps = \$1,200. AFD firefighter's costs would be \$691.74 (20 hours @ \$34.59). This would result in a savings of \$505.26.

Example: Records from 2007 show the following:

Pump repairs: Vendor labor for pump repairs would have been 75 hours at \$95/hr = \$7,125. Our in-house pump team labor was 75 hrs @ \$34.59 = \$2,594.25. This resulted in a savings in labor costs of \$4,531. The total savings for pump testing and repairs was \$5,036.26. For 2008/2009 due to the fact that we haven't had a lot of repairs and that pump testing isn't due until this spring, there is not enough data on the current expenditures.

Purchased Services - General: This account funds the costs of miscellaneous expenses and fees including keys, flags, meals for training exercises, fees for annual hazardous chemicals inventories, annual tank registrations, and inspections of underground tank repairs.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Uniform Cleaning	Total	2,000	4,600	3,400
Office Supplies	Total	700	700	700

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Uniform Cleaning		
Central Station	\$ 2,100	\$ 3,400
E2 Station	\$ 1,005	
E5 Station	\$ 1,495	
	\$ 4,600	\$ 3,400

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
General Supplies	\$ 700	\$ 700
	\$ 700	\$ 700

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. The 5 year average cost is \$3,396. With the installation of washer and dryers in the stations, we should be able to significantly reduce this in the future.

Office Supplies: This account funds the general office supplies such as paper, writing utensils, folders, biners, etc.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Fire Prevention	Total	2,500	2,275	2,275
Other Sup - Maintenance	Total	4,700	4,700	4,630

Estimated Detail of Other Sup - Fire Prevention

Actual expenses may vary according to changing circumstances

Other Sup - Fire Prevention	Dept. Request	Manager Request
Annual Open House	\$ 790	\$ 790
Business Cards	\$ 90	\$ 90
Fire Prevention Week	\$ 1,320	\$ 1,320
Juvenile Fire Setter Class	\$ 75	\$ 75
	\$ 2,275	\$ 2,275

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

Other Sup - Maintenance	Qty	Dept. Request	Manager Request
Blankets/Bedspreads	10	\$ 150	\$ 150
Cleaning Supplies		\$ 1,300	\$ 1,300
Hose/Nozzles	4	\$ 300	\$ 300
Mattresses	6	\$ 900	\$ 900
Microwave Ovens	2	\$ 200	\$ 200
Misc kitchen utensils - bowls, knives, cups, etc.		\$ 100	\$ 100
Paper Towels/Toilet Paper		\$ 1,290	\$ 1,290
Pillows	10	\$ 100	\$ 100
Recycling Bins	1	\$ 50	\$ -
Sink	1	\$ 160	\$ 160
Slow Cooker	1	\$ 20	\$ -
Vacuum Cleaner	1	\$ 130	\$ 130
		\$ 4,700	\$ 4,630

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 education, calendars for fire prevention week school poster winners, audio tapes for investigations, food and supplies for Juvenile Fire Setter classes, 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. The increase reflects the cost of food, banner, and posters that were donated from Papa Ginos in the past through a sponsorship program which is no longer available.

Other Sup - Maintenance: Maintenance supplies for three fire stations; it includes the following but not limited to: 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.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Pump Team	Total	3,500	3,040	3,040
Other Sup - Fire Training	Total	4,000	4,000	4,000

Estimated Detail of Other Sup - Pump Team

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
Other Sup - Pump Team			
Ball Valves	15	\$ 1,500	\$ 1,500
Discharge Gauges	5	\$ 625	\$ 625
Drain Valves	4	\$ 160	\$ 160
Gear Oil (qts)	20	\$ 80	\$ 80
Misc. parts (gaskets, washers, rings)		\$ 50	\$ 50
Pressure Lines	2	\$ 400	\$ 400
Pump Testing Gauges	2	\$ 225	\$ 225
		\$ 3,040	\$ 3,040

Estimated Detail of Other Sup - Fire Training

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
Other Sup - Fire Training			
Brannigan's Building Construction for the Fire Service	3	\$ 270	\$ 270
Compressed Air Foam Systems Manual	3	\$ 170	\$ 170
CPR Cards	60	\$ 150	\$ 150
Driver/Operator for Aerial Apparatus Manuals	4	\$ 200	\$ 200
Driver/Operator for Pumping Apparatus Manuals	4	\$ 200	\$ 200
Fire Officer Bundle	4	\$ 490	\$ 490
Fire Officer I and II Exam Prep Manuals	3	\$ 120	\$ 120
Firefighter I and Firefighter II Exam Prep Manuals	3	\$ 120	\$ 120
Fundamentals of Firefighter Skills Bundle	4	\$ 620	\$ 620
Instructor's Curriculum for Driver/Operator	1	\$ 600	\$ 600
New Probationary FFs Initial Material Package & Fire Officer Package	4	\$ 480	\$ 480
Training Videos	3	\$ 580	\$ 580
		\$ 4,000	\$ 4,000

Line Item Narrative

Other Supplies - Pump Team: Covers the cost of parts for pump repairs that are performed by the Fire Department Pump Team. This varies every year depending on the amount and scope of repairs required on our trucks which is why we have flat funded this item.

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

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Medical	Total	25,600	25,758	25,758

Estimated Detail of Other Sup - Medical

Actual expenses may vary according to changing circumstances

Other Sup - Medical	Qty	Dept. Request	Manager Request
Airway Bag	1	\$ 200	\$ 200
Automatic External Defibrillators	1	\$ 875	\$ 875
Bio-Hazard Containers	240	\$ 650	\$ 650
C-Collars	20	\$ 120	\$ 120
CO Masimo Set	1	\$ 3,700	\$ 3,700
Diagnostic Equipment such as BP Cuffs and Stethoscopes	8	\$ 550	\$ 550
EKG Paper - Case	4	\$ 340	\$ 340
EMS Trauma Bags	2	\$ 630	\$ 630
Epinephrine Pen Replacements	16	\$ 900	\$ 900
EZ-IO Infusion Sets	5	\$ 3,200	\$ 3,200
Finger Probes	3	\$ 460	\$ 460
Glucometer Strips - Boxes	24	\$ 1,120	\$ 1,120
Hypothermo Warming System	1	\$ 400	\$ 400
IV Bag	1	\$ 25	\$ 25
Long Boards Sets	10	\$ 3,000	\$ 3,000
Mechanical Advantage Tourniquet (Now recommended for severe bleeds)	30	\$ 1,056	\$ 1,056
Nitril Gloves - Boxes	340	\$ 3,900	\$ 3,900
O2 Pressure Regulators	3	\$ 800	\$ 800
Oxygen		\$ 750	\$ 750
Patient Information Pads	450	\$ 420	\$ 420
Pelvic Fracture Device	8	\$ 992	\$ 992
Stair Chair	1	\$ 920	\$ 920
Vac Splint Extremity Sets	2	\$ 750	\$ 750
		\$ 25,758	\$ 25,758

Line Item Narrative

Other Supplies--Medical: See Above.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Small Tools	Total	500	1,280	1,280
Other Sup - Other	Total	2,500	4,605	4,605

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Small Tools		
Miscellaneous	\$ 500	\$ 500
Rope Rescue Equipment	\$ 780	\$ 780
	\$ 1,280	\$ 1,280

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
Other Sup - Other			
Batteries for flashlights, pagers, misc.		\$ 740	\$ 740
Class A Foam (5 gallons)	20	\$ 1,920	\$ 1,920
Fire Hooks	1	\$ 65	\$ 65
Flashlights	6	\$ 810	\$ 810
Gated Wyes	1	\$ 315	\$ 315
Hose straps	3	\$ 195	\$ 195
Hydrant Bags	1	\$ 85	\$ 85
Lightbox	3	\$ 325	\$ 325
Tips	2	\$ 150	\$ 150
		\$ 4,605	\$ 4,605

Line Item Narrative

Other Supplies - Small Tools: This account funds small tools primarily used for vehicle and building maintenance. The increase is due because of a change in accounting. These types of purchases were being made with bond funds, when actually they should be made from operational funds.

Other Sup - Other: Specialized firefighting supplies such as firefighting foams, absorbents and specialized batteries. The increase is due to the increase in the cost and use of foams. A 5-gallon container of foam costs \$96 and there is 90 gallons of foam on each of the 4 engine companies.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Tires/Tube/Chain	Total	6,500	14,407	12,987
MV Sup - Gas & Oil	Total	11,250	12,450	12,450

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
MV Sup - Tires/Tube/Chain			
E315 Platoon Chiefs Vehicle	2	\$ 310	\$ 310
Engine 1 (spare apparatus)	0	\$ -	\$ -
Engine 2	6	\$ 2,500	\$ 2,500
Engine 3	6	\$ 2,755	\$ 2,755
Engine 5	6	\$ 2,755	\$ 2,755
Fire Prevention Officer	2	\$ 180	\$ -
Mounting Fee (\$18/tire)	34	\$ 612	\$ 612
Rescue 1	6	\$ 1,240	\$ -
Rescue 2 (spare apparatus)	0	\$ -	\$ -
Tower 1	6	\$ 4,055	\$ 4,055
		\$ 14,407	\$ 12,987

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Price	Usage	Dept. Request	Manager Request
MV Sup - Gas & Oil				
Gasoline	\$ 2.49	5,000	\$ 12,450	\$ 12,450
			\$ 12,450	\$ 12,450

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 cost of tires in the past year and a half have had an increase of approximately 35%. The budget figures above are based on a set of tires per year, per vehicle. A set of tires is two front tires and four rear tires. We try to track tire wear and tear on an ongoing basis but it is difficult to project in any year how many tires you will have to replace.

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

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Water/Sewer	Total	5,322	4,972	4,972
Comm - Telephone	Total	7,755	10,640	9,970

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Estimated FY09 Expense	5% Sewer Increase	Dept. Request	Manager Request
Utilities - Water/Sewer				
<u>Water</u>				
Central Station	\$ 785.00	\$ -	\$ 785	\$ 785
E2 Station	\$ 250.00	\$ -	\$ 250	\$ 250
E5 Station	\$ 330.00	\$ -	\$ 330	\$ 330
<u>Sewer</u>				
Central Station	\$ 2,160.00	\$ 108.00	\$ 2,268	\$ 2,268
E2 Station	\$ 500.00	\$ 25.00	\$ 525	\$ 525
E5 Station	\$ 775.00	\$ 38.75	\$ 814	\$ 814
			\$ 4,972	\$ 4,972

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
Comm - Telephone			
Air Cards	9	\$ 5,250	\$ 5,250
Cell Phones	4	\$ 1,940	\$ 1,400
Long Distance Charges		\$ 358	\$ 358
Pagers	1	\$ 130	\$ -
Telephone Line Charges	11	\$ 2,962	\$ 2,962
		\$ 10,640	\$ 9,970

Line Item Narrative

Utilities - Water/Sewer: Projected expenses were derived from 3 quarters of actual expenses for 2009 with the final quarter being estimated.

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 the previous year. 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 11 lines located at Central Station, Engine 5 Station and Engine 2 Station. Each line is \$21.76 plus the above monthly fees.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Natural Gas	Total	4,500	4,937	4,937
Utilities - Electricity	Total	29,492	39,537	36,000

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

	FY09 Expense	9.7% Increase	Dept. Request	Manager Request
Utilities - Natural Gas				
Natural Gas	\$ 4,500	\$ 437	\$ 4,937	\$ 4,937
			\$ 4,937	\$ 4,937

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	FY09 Expense	7% Increase	Dept. Request	Manager Request
Utilities - Electricity				
Central Station	\$ 28,600	\$ 2,002	\$ 30,602	\$ 27,065
E2 Station	\$ 2,450	\$ 172	\$ 2,622	\$ 2,622
E5 Station	\$ 5,900	\$ 413	\$ 6,313	\$ 6,313
			\$ 39,537	\$ 36,000

Line Item Narrative

Utilities - Natural Gas: Natural gas for Engine Two station boiler and stove and reflects a 9.97% increase according to the cost guidelines memo.

Utilities - Electricity: This account covers expenses for all three stations and reflects a 7% increase.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Bottled Gas	Total	847	847	847
Utilities - Heating Fuel	Total	16,500	13,332	13,322
Utilities - Diesel	Total	69,000	63,250	63,250

Estimated Detail of Utilities - Bottled Gas

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Utilities - Bottled Gas			
Bottle LP Gas		\$ 847	\$ 847
		\$ 847	\$ 847

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	Price/Gallon	Gallons	Dept. Request	Manager Request
Utilities - Heating Fuel				
Engine 5--Center Street	\$ 2.02	6,600	\$ 13,332	\$ 13,322
			\$ 13,332	\$ 13,322

Estimated Detail of Utilities - Diesel

Actual expenses may vary according to changing circumstances

	Price/Gallon	Gallons	Dept. Request	Manager Request
Utilities - Diesel				
Central Station	\$ 2.75	23,000	\$ 63,250	\$ 63,250
			\$ 63,250	\$ 63,250

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. The average usage per year is 6,600 gallons with a cost of \$2.02/gallon.

Utilities - Diesel: This account covers expenses to operate vehicles and equipment, and heating Central Station. The average annual usage is 23,000 gallons with a cost of \$2.75/gallon according to the cost guideline memo. This account covers expenses for all three stations and reflects a 7% increase.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Buildings	Total	20,000	18,170	17,170

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Buildings		
Annual Boiler Certificates	\$ 390	\$ 390
Light Replacement & Repairs	\$ 700	\$ 700
Overhead Door Repairs & Maintenance	\$ 1,530	\$ 1,530
Diesel Exhaust Repairs & Maintenance	\$ 630	\$ 630
Misc Repairs & Maintenance to Boilers/General Plumbing	\$ 6,900	\$ 6,900
Ant Extermination	\$ 270	\$ 270
Repairs to Underground Tanks	\$ 2,360	\$ 2,360
Repairs to Roof	\$ 1,000	\$ -
Repairs to Driveways	\$ 1,000	\$ 1,000
<u>Repairs - Training Building</u>		
Repair Roof/Shingles Including Flashing	\$ 850	\$ 850
Repair to Escape Prop	\$ 400	\$ 400
Repair Burn Room Walls	\$ 400	\$ 400
Replace Broken Windows	\$ 340	\$ 340
Replace Solid Core Metal Entry Doors (2)	\$ 900	\$ 900
Misc Repairs & Maintenance (plywood, pallets, nails, etc.)	\$ 500	\$ 500
	\$ 18,170	\$ 17,170

Line Item Narrative

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

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Vehicles	Total	70,000	61,820	47,520
Repairs - Equipment	Total	15,605	18,558	18,558

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	FY08	FY 09 FYTD	Dept. Request	Manager Request
Repairs - Vehicles				
Engine 1 Vehicle Repair	\$ 6,221	\$ 4,192	\$ 8,400	\$ 8,400
Engine 2 Vehicle Repair	\$ 16,440	\$ 3,366	\$ 6,800	\$ 6,800
Engine 3 Vehicle Repair	\$ 3,274	\$ 2,294	\$ 4,600	\$ 4,600
Engine 5 Vehicle Repair	\$ 3,578	\$ 1,704	\$ 3,500	\$ 3,500
FPO Truck #322 Vehicle Repair	\$ 183	\$ 1,726	\$ 3,500	\$ -
General Vehicle Repair	\$ 10,768	\$ 260	\$ 520	\$ 520
PC #315 Vehicle Repair	\$ 1,535	\$ 1,381	\$ 2,800	\$ 1,500
Rescue 1 Vehicle Repair	\$ 12,938	\$ 3,344	\$ 7,000	\$ -
Rescue 2 Vehicle Repair	\$ 5,611	\$ -	\$ 2,500	\$ -
Stump Jumper #316 Vehicle Repair	\$ 138	\$ 20	\$ 200	\$ 200
Tower 1 Vehicle Repair	\$ 20,978	\$ 9,365	\$ 20,000	\$ 20,000
Utility Truck #317 Vehicle Repair	\$ 375	\$ 867	\$ 2,000	\$ 2,000
	\$ 82,039	\$ 28,520	\$ 61,820	\$ 47,520

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
Breathing Air Cascade Repair	\$ 1,510	\$ 1,510
Fire Extinguisher Maintenance and Repairs	\$ 1,200	\$ 1,200
Lawn Mower and Chain Saw Repairs	\$ 1,075	\$ 1,075
Miscellaneous	\$ 760	\$ 760
Repair of Battery Packs and Gas Meters	\$ 1,880	\$ 1,880
Repairs to Hurst Hydraulic Extrication Tool	\$ 1,028	\$ 1,028
SCBA	\$ 10,345	\$ 10,345
Tool Mounting Hardware	\$ 760	\$ 760
	\$ 18,558	\$ 18,558

Note: Gas Meter calibration
occurs every 3 months.

Line Item Narrative

Repairs - Vehicle: Vehicle repairs not performed by fire department staff including repairs to 15 department vehicles, a boat, motor and trailer. This would include regular maintenance, minor and major repairs.

Repairs - Equipment: 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.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Radio Equipment	Total	5,500	5,525	5,525
Repairs - Maintenance Contract	Total	12,210	12,210	12,210

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

	Qty	Dept. Request	Manager Request
Repairs - Radio Equipment			
Belt Clips	10	\$ 135	\$ 135
Carry Holders	5	\$ 80	\$ 80
Headset Repairs		\$ 500	\$ 500
Headsets	6	\$ 1,650	\$ 1,650
Hygiene Kits	5	\$ 550	\$ 550
Radio Batteries	10	\$ 1,000	\$ 1,000
Radio Repairs (reprogramming/tune-up)		\$ 1,500	\$ 1,500
Speaker microphones	6	\$ 110	\$ 110
		\$ 5,525	\$ 5,525

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Maintenance Contract		
Air Quality Testing for SCBA Fill Station	\$ 1,760	\$ 1,760
Fire Extinguishers	\$ 1,700	\$ 1,700
Heart Defibrillators	\$ 5,600	\$ 5,600
Hoist Wench	\$ 250	\$ 250
Portable Radios	\$ 1,800	\$ 1,800
UL Testing on Tower Truck	\$ 1,100	\$ 1,100
	\$ 12,210	\$ 12,210

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.

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

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	30,000	30,275	30,275
Comm - Postage	Total	600	600	600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Qty	Dept. Request	Manager Request
ACLS Class - 2 yr renewal	7	\$ 840	\$ 840
Basic Wildland Firefighter Training Course	30	\$ 1,950	\$ 1,950
CEU Subscription		\$ 2,400	\$ 2,400
Class A Foam Training	4	\$ 800	\$ 800
CPR Class - 2 yr renewal	2	\$ 240	\$ 240
EMS Licensure Courses	3	\$ 15,000	\$ 15,000
Fire Instructor Class	3	\$ 2,250	\$ 2,250
Fire Officer Academy	3	\$ 3,000	\$ 3,000
PALS Class - 2 yr renewal	7	\$ 1,155	\$ 1,155
PEPP Class - 2 yr renewal	7	\$ 1,400	\$ 1,400
PHTLS Class - 4 yr renewal	8	\$ 1,240	\$ 1,240
		\$ 30,275	\$ 30,275

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage	Dept. Request	Manager Request
Postage	\$ 600	\$ 600
	\$ 600	\$ 600

Line Item Narrative

Training & Tuition: Funds the costs of tuition reimbursement. As specified in the collective bargaining agreement, firefighters receive full reimbursement for all pre-approved fire related and EMS courses and textbooks. Training is one of the most effective ways to improve safety. It includes training for professional development, arson investigation, code enforcement, juvenile fire setter training, Maine Fire and Education courses, National Fire Academy, fire technology and various command classes. Current costs go as high as \$5,000 per student for EMS licensure courses. The fire department currently has 14 paramedics and a total of 50 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.

City of Auburn

Fire Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Seminar Costs	Total	1,200	1,200	200
Dues & Subscriptions	Total	3,500	4,085	3,065

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Travel-Seminar Costs			
Travel Costs		\$ 1,200	\$ 200
		\$ 1,200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Dues & Subscriptions			
CLIA Lab Fees (For blood drawing & testing of patients at med calls)		\$ 150	\$ 150
Emergency Medical State of Maine Service License		\$ 220	\$ 100
EMS Best Practices Subscription		\$ 230	\$ 230
IAAI		\$ 25	\$ 25
International Association of Fire Chiefs		\$ 400	\$ 400
Maine Ambulance Association		\$ 900	\$ -
Maine Fire Chiefs Association		\$ 300	\$ 300
National Fire Protection Association		\$ 950	\$ 950
Tri-County EMS		\$ 910	\$ 910
		\$ 4,085	\$ 3,065

Line Item Narrative

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

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



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0320 Fringe Benefits								
1320200 52100	Health Insurance	2,374,450	2,260,270	2,338,340	2,417,419	2,417,419	79,079	3%
1320200 52200	FICA/Medicare	442,953	486,037	475,000	494,786	494,786	19,786	4%
1320200 52302	MSRS Retirement	338,931	384,167	375,000	387,159	387,159	12,159	3%
1320200 52304	ICMA Retirement	256,653	223,989	241,000	252,521	252,521	11,521	5%
1320200 52306	City Pension	225,000	212,891	205,000	195,000	195,000	(10,000)	-5%
1320200 52902	Cafeteria Plan	134,250	153,199	158,200	151,832	151,832	(6,369)	-4%
1320200 52904	Life Ins(Retirees)	23,175	23,175	23,175	23,175	23,175	0	0%
1320200 52906	Salary Reserves	334,931	33,793	304,693	212,061	212,061	(92,632)	-30%
TOTAL		4,130,343	3,777,519	4,120,408	4,133,952	4,133,952	13,544	0%

City of Auburn

Fringe Benefits Budget

Line Items		Last Year	Dept. Request	Manager Request
Health Insurance	Total	2,338,340	2,493,114	2,417,419
FICA/Medicare	Total	475,000	515,296	494,786

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	Manager Request
Non Union				\$ 762,363	\$ 69,831	\$ 815,509	\$ 739,813
Police				\$ 384,047	\$ 62,392	\$ 446,439	\$ 446,439
Fire				\$ 488,952	\$ 146,949	\$ 635,901	\$ 635,901
Public Works				\$ 494,937	\$ 42,328	\$ 537,265	\$ 537,265
OMC Wellness Program						\$ 58,000	\$ 58,000
						\$ 2,493,114	\$ 2,417,419

Rates		85%	15%
Single	\$ 652	\$ 554	\$ 98
Employee/Child	\$1,063	\$ 904	\$ 159
Family	\$1,462	\$ 1,242	\$ 219

Estimated Detail of FICA/Medicare

Actual expenses may vary according to changing circumstances

FICA/Medicare		FICA	FICA OT	Medicare	Medicare OT	Dept. Request	Manager Request
Non Union		\$ 221,322	\$ 5,000	\$ 55,034	\$ 5,000		
Police		\$ -		\$ 28,409	\$ 182,500		
Fire		\$ -		\$ 32,844	\$ 406,000		
Public Works		\$ 107,140	\$ 210,000	\$ 25,056	\$ 210,000		
		\$ 328,462		\$ 141,344		\$ 490,316	\$ 469,806
FICA Percentage	6.20%		\$ 215,000			\$ 13,330	\$ 13,330
Medicare Percentage	1.45%				\$ 803,500	\$ 11,651	\$ 11,651
						\$ 515,296	\$ 494,786

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 76 out of about 241 employees who participate.

FICA/ Medicare: See Above.

City of Auburn

Fringe Benefits Budget

Line Items		Last Year	Dept. Request	Manager Request
MSRS Retirement	Total	375,000	389,487	387,159
ICMA Retirement	Total	241,000	268,607	252,521

Estimated Detail of MSRS Retirement

Actual expenses may vary according to changing circumstances

	Debt	MSRS	OT	Dept. Request	Manager Request
MSRS Retirement					
Non Union		\$ 31,598		\$ 33,926	\$ 31,598
Police		\$ 89,446	\$ 7,300	\$ 96,746	\$ 96,746
Fire		\$ 111,246	\$ 16,240	\$ 127,486	\$ 127,486
Public Works		\$ 6,264		\$ 6,264	\$ 6,264
Pension Obligation	\$ 125,066			\$ 125,066	\$ 125,066
				<u>\$ 389,487</u>	<u>\$ 387,159</u>

Estimated Detail of ICMA Retirement

Actual expenses may vary according to changing circumstances

	Retirement	Overtime	Dept. Request	Manager Request
ICMA Retirement				
Non Union	\$ 155,948	\$ 5,000		
Police	\$ -			
Fire	\$ -			
Public Works	\$ 83,673	\$ 210,000		
	<u>\$ 239,621</u>		\$ 255,707	\$ 239,621
Employer Contribution	6%	\$ 215,000	\$ 12,900	\$ 12,900
			<u>\$ 268,607</u>	<u>\$ 252,521</u>

Line Item Narrative

MSRS: See Above.

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

City of Auburn

Fringe Benefits Budget

Line Items		Last Year	Dept. Request	Manager Request
City Pension	Total	205,000	195,000	195,000
Cafeteria Plan	Total	158,200	157,932	151,832

Estimated Detail of City Pension

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
City Pension		
Participants	\$ 195,000	\$ 195,000
	\$ 195,000	\$ 195,000

Estimated Detail of Cafeteria Plan

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Cafeteria Plan		
Non Union	\$ 72,932	\$ 66,832
Police	\$ 37,600	\$ 37,600
Fire	\$ 24,000	\$ 24,000
Public Works	\$ 23,400	\$ 23,400
	\$ 157,932	\$ 151,832

Line Item Narrative

City Pension: This is a pre-existing retirement plan with 16 remaining participants. Eight spouses are paid \$1,200 per year for a total of \$9,600. Eight employees are paid an average of \$15,000 per month with an additional increase as paid to current employees.

Cafeteria Plan: The City contributes \$950 annually to a bonafide IRS Cafeteria Benefit Plan. Employees contribute \$150 through payroll deduction.

City of Auburn

Fringe Benefits Budget

Line Items		Last Year	Dept. Request	Manager Request
Life Ins(Retirees)	Total	23,175	23,175	23,175
Salary Reserves	Total	304,693	221,565	212,061

Estimated Detail of Life Ins(Retirees)

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Salary Reserves

Actual expenses may vary according to changing circumstances

Salary Reserves	COLA	Performance	Dept. Request	Manager Request
Non Union	\$ -	\$ 51,677		
Police	\$ 95,884	\$ -		
Fire	\$ -	\$ 40,101		
Public Works	\$ -	\$ 24,399		
	\$ 95,884	\$ 116,177	\$ 221,565	\$ 212,061
			\$ 221,565	\$ 212,061

Line Item Narrative

Life Insurance: Life Insurance is the annual payment on a term policy purchased for a pre-existing employees . 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.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0205 Health & Social Services Administration								
1205200 51100	Regular Salaries	47,068	46,121	48,480	60,406	60,406	11,926	25%
1205210 56000	Office Supplies	100	56	100	100	100	0	0%
1205210 56002	Other Sup-Operating	100	(608)	100	700	700	600	600%
1205240 53300	Training & Tuition	100	40	100	100	100	0	0%
1205240 55810	Travel-Mileage	200	141	200	200	200	0	0%
1205240 55812	Travel-Seminar Costs	200	167	200	200	200	0	0%
1205240 58100	Dues & Subscriptions	30	30	60	60	60	0	0%
TOTAL		47,798	45,946	49,240	61,766	61,766	12,526	25%
0210 Health & Social Services--Assistance								
1210235 58946	PA - Electrical	5,000	4,295	5,000	6,068	6,068	1,068	21%
1210235 58948	PA - Medical	1,500	568	1,000	1,780	1,780	780	78%
1210235 58950	PA - Burial	1,000	785	1,000	985	985	(15)	-2%
1210235 58952	PA - Fuel	2,750	3,233	3,750	7,854	7,854	4,104	109%
1210235 58954	PA - Provisions	2,500	1,501	2,500	1,512	1,512	(988)	-40%
1210235 58956	PA - Rent	34,000	26,630	34,000	65,964	65,964	31,964	94%
1210235 58958	PA - Other	2,000	753	1,200	1,672	1,672	472	39%
TOTAL		48,750	37,765	48,450	85,835	85,835	37,385	77%

City of Auburn

General Assistance Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	48,480	60,406	60,406
Office Supplies	Total	100	100	100
Other Sup-Operating	Total	100	100	700
Training & Tuition	Total	100	100	100

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries
Welfare Director
Part Time Assistant

Note: Case load has doubled and the program cannot be sustained with just the Director. The part time work is scheduled for 15 hours per week.

	Dept. Request	Manager Request
	\$ 50,684	\$ 50,684
	\$ 9,722	\$ 9,722
	\$ 60,406	\$ 60,406

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies
General Office Supplies

	Dept. Request	Manager Request
	\$ 100	\$ 100
	\$ 100	\$ 100

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

Other Sup-Operating
Influezna Clinics, Lead Screenings, Interpreter, etc.

	Dept. Request	Manager Request
	\$ 100	\$ 700
	\$ 100	\$ 700

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition
Professional Development

	Dept. Request	Manager Request
	\$ 100	\$ 100
	\$ 100	\$ 100

Line Item Narrative

Salaries: Full time wages are charged to this line item. The part time assistance was added due to volume.

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 Budget

Line Items		Last Year	Dept. Request	Manager Request
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

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Seminar Costs		
Registration Costs	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
See Below.	\$ 60	\$ 60
	\$ 60	\$ 60

Line Item Narrative

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

Travel & Seminar Costs: This account covers the cost of the Maine Welfare Directors Association (MWDA) Spring Seminar and the MMA convention in the fall.

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

City of Auburn

General Assistance Budget

Line Items		Last Year	Dept. Request	Manager Request
PA - Electrical	Total	5,000	6,068	6,068
PA - Medical	Total	1,000	1,780	1,780
PA - Burial	Total	1,000	985	985

Estimated Detail of PA - Electrical*Actual expenses may vary according to changing circumstances*

PA - Electrical	Avg. Applicants	Avg. Cost	Dept. Request	Manager Request
Electricity Bills- Estimate based upon FYTD.	82	\$ 74	\$ 6,068	\$ 6,068
			\$ 6,068	\$ 6,068

Estimated Detail of PA - Medical*Actual expenses may vary according to changing circumstances*

PA - Medical	Avg. Applicants	Avg. Cost	Dept. Request	Manager Request
Medical Supplies	20	\$ 89	\$ 1,780	\$ 1,780
			\$ 1,780	\$ 1,780

Estimated Detail of PA - Burial*Actual expenses may vary according to changing circumstances*

PA - Burial	Avg. Applicants	Average Cost	Dept. Request	Manager Request
Burials	1	\$ 985	\$ 985	\$ 985
			\$ 985	\$ 985

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.

City of Auburn

General Assistance Budget

Line Items		Last Year	Dept. Request	Manager Request
PA - Fuel	Total	3,750	7,854	7,854
PA - Provisions	Total	2,500	1,512	1,512
PA - Rent	Total	34,000	65,964	65,964

Estimated Detail of PA - Fuel

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Avg. Cost	Dept. Request	Manager Request
PA - Fuel				
Heating Fuel	33	\$ 238	\$ 7,854	\$ 7,854
			\$ 7,854	\$ 7,854

Estimated Detail of PA - Provisions

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Average Cost	Dept. Request	Manager Request
PA - Provisions				
Food	56	\$ 27	\$ 1,512	\$ 1,512
			\$ 1,512	\$ 1,512

Estimated Detail of PA - Rent

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Average Cost	Dept. Request	Manager Request
PA - Rent				
Rental Payments	276	\$ 239	\$ 65,964	\$ 65,964
			\$ 65,964	\$ 65,964

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.

City of Auburn

General Assistance Budget

Line Items		Last Year	Dept. Request	Manager Request
PA - Other	Total	1,200	1,672	1,672

Estimated Detail of PA - Other

Actual expenses may vary according to changing circumstances

PA - Other		Avg. Applicants	Average Cost	Dept. Request	Manager Request
Miscellaneous		88	\$ 19	\$ 1,672	\$ 1,672
				<u>\$ 1,672</u>	<u>\$ 1,672</u>

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

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0125 Human Resources								
1125200 51100	Regular Salaries	91,893	99,791	105,557	117,150	117,150	11,593	11%
1125200 51118	Longevity Bonus	0	0	0	0	0	0	0%
1125205 53402	PS - Emp Assist Program	2,270	2,270	2,620	3,920	3,920	1,300	50%
1125205 53404	PS - Drug Testing & Physi	5,840	4,368	6,500	5,060	5,060	(1,440)	-22%
1125205 53406	PS - Testing	1,000	601	1,500	1,500	1,500	0	0%
1125210 56000	Office Supplies	200	194	200	200	200	0	0%
1125240 53300	Training & Tuition	800	825	1,325	980	980	(345)	-26%
1125240 55400	Advertising	8,000	6,791	6,000	8,000	8,000	2,000	33%
1125240 55810	Travel-Mileage	300	46	300	300	300	0	0%
1125240 55812	Travel-Seminar Costs	200	0	1,500	450	450	(1,050)	-70%
1125240 58100	Dues & Subscriptions	375	336	295	240	240	(55)	-19%
TOTAL		110,878	115,223	125,797	137,800	137,800	12,003	10%

City of Auburn

Human Resources Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	105,557	117,149	117,149
PS - Emp Assist Program	Total	2,620	3,920	3,920

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Regular Salaries		
Human Resources Director	\$ 77,318	\$ 77,318
Administrative Assistant	\$ 39,831	\$ 39,831
	<u>\$ 117,149</u>	<u>\$ 117,149</u>

Estimated Detail of PS - Emp Assist Program

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Emp Assist Program		
Employee Assistance Program	\$ 3,920	\$ 3,920
	<u>\$ 3,920</u>	<u>\$ 3,920</u>
Grant Offset		\$ 1,940
Net Cost		<u>\$ 1,980</u>

Line Item Narrative

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

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 receives a grant in the amount of \$1,940 from the Maine Municipal Employees Health Trust which reduces the amount that must be budgeted for this program. In addition to having an EAP Program to assist employees and their families through difficult times, the 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).

City of Auburn

Human Resources Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Drug Testing & Physicals	Total	6,500	5,060	5,060
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	Manager Request
PS - Drug Testing & Physicals		
Federal Department of Transportation Drug Testing	\$ 5,060	\$ 5,060
	\$ 5,060	\$ 5,060

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
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.

City of Auburn

Human Resources Budget

Line Items		Last Year	Dept. Request	Manager Request
Office Supplies	Total	200	200	200
Training & Tuition	Total	1,325	980	980
Advertising	Total	6,000	8,000	8,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
General Office Supplies	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
Professional Development	\$ 980	\$ 980
	\$ 980	\$ 980

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Advertising		
Advertising for City-wide Employee Recruiting	\$ 8,000	\$ 8,000
	\$ 8,000	\$ 8,000

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. Skill development and knowledge attainment benefit the community and the organization.

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.

City of Auburn

Human Resources Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	300	300	300
Travel-Seminar Costs	Total	1,500	450	450
Dues & Subscriptions	Total	295	240	240

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
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

Master List

Fiscal Year 2010
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Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0130 Community Services--ICT										
1130200	51100	Regular Salaries		100,859	96,016	101,564	152,702	152,702	51,138	50%
1130200	51118	Longevity Bonus		0	0	400	0	0	(400)	-100%
1130205	53400	PS - General		69,612	84,261	10,400	10,400	10,400	0	0%
1130210	05600	Office Supplies		0	316	0	0	0	0	0%
1130210	56002	Other Sup - Operating		8,391	8,109	8,400	8,400	8,400	0	0%
1130255	57340	Other Sup - Computer Ha		0	0	0	12,000	12,000	12,000	100%
1130220	54304	Repairs - Equipment		1,800	2,058	1,800	3,000	3,000	1,200	67%
1130240	53300	Training & Tuition		0	0	3,500	5,300	5,300	1,800	51%
1130240	55810	Travel-Mileage		300	0	350	700	700	350	100%
1130240	55812	Travel-Seminar Costs		1,000	818	1,000	0	0	(1,000)	-100%
1130240	58916	Computer Software		4,200	3,789	18,300	4,000	4,000	(14,300)	-78%
1130240	58917	Software Licensing		0	0	90,595	97,360	97,360	6,765	7%
1130255	57350	CIP - Computer Software		1,200	0	0	0	0	0	0%
TOTAL				187,362	195,366	236,309	293,862	293,862	57,553	24%

City of Auburn

ICT Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	101,564	152,702	152,702
Longevity Bonus	Total	400	-	-
PS - General	Total	10,400	10,400	10,400

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Regular Salaries		
Information Systems Director	\$ 58,262	\$ 58,262
Geospatial Database Manager	\$ 47,918	\$ 47,918
Asset Manager	\$ 46,522	\$ 46,522
	\$ 152,702	\$ 152,702

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Longevity Bonus		
Longevity	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - General		
Communication Consulting (Central Maine Communication / Oxford Networks)	\$ 5,000	\$ 5,000
Network Consulting (Central Maine Communication)	\$ 5,000	\$ 5,000
Domain Name Registry	\$ 400	\$ 400
	\$ 10,400	\$ 10,400

Line Item Narrative

Salaries: See Above.

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. One Asset Technology employee is eligible for the 15 years of service bonus.

PS General: This account is used when there is a need to augment City staff, on a short-term, project-specific basis. It pays for outside consultants on a time and materials basis.

City of Auburn

ICT Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	8,400	8,400	8,400
Other Sup - Computer Hardware	Total	-	16,000	12,000
Repairs - Equipment	Total	1,800	3,000	3,000

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Operating		
Operating Supplies(Primarily Toner & Ink Jet Supplies)	\$ 8,400	\$ 8,400
	\$ 8,400	\$ 8,400

Estimated Detail of Other Sup - Computer Hardware

Longevity Bonus

	Dept. Request	Manager Request
Other Sup - Computer Hardware		
Computer Hardware (Personal Computers)	\$ 12,000	\$ 12,000
Mobile Workstation (Engineering)	\$ 4,000	\$ -
	\$ 16,000	\$ 12,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
Equipment Repair	\$ 3,000	\$ 3,000
	\$ 3,000	\$ 3,000

Line Item Narrative

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

Other Supplies - Computer Hardware: This expenditure used to be funded in the capital budget, however, computers generally do not last long enough, or cost enough individually to be actually considered a capital purchase. This line item accounts for computer purchases city-wide.

Equipment Repair: This account funds repairs to printers, computers and network devices.

City of Auburn

ICT Budget

Line Items		Last Year	Dept. Request	Manager Request
Training & Tuition	Total	3,500	7,000	5,300
Travel-Mileage	Total	350	350	700
Travel-Seminar Costs	Total	1,000	1,000	-

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
Employee Training	\$ 3,500	\$ 3,000
GIS ESRI Net Training	\$ 1,800	\$ 1,800
Miscellaneous	\$ 500	\$ 500
NEARC Annual GIS Conference	\$ 1,200	\$ -
	\$ 7,000	\$ 5,300

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Mileage		
Reimbursement For Personal Vehicles	\$ 350	\$ 700
	\$ 350	\$ 700

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Seminar Costs		
Industry Conferences	\$ 1,000	\$ -
	\$ 1,000	\$ -

Line Item Narrative

Training & Tuition: This item funds training to keep ICT staff current on new software (includes Geographic Information System training)

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 staff to attend industry conferences to maintain their proficiency.

City of Auburn

ICT Budget

Line Items		Last Year	Dept. Request	Manager Request
Computer Software	Total	18,300	4,000	4,000
Software Licensing	Total	90,595	100,360	97,360

Estimated Detail of Computer Software

Actual expenses may vary according to changing circumstances

	Copies	Dept. Request	Manager Request
Computer Software			
ESRI Network Analyst (Transportation Software)	1	\$ 2,000	\$ 2,000
Adobe Acrobat	5	\$ 2,000	\$ 2,000
		\$ 4,000	\$ 4,000

Estimated Detail of Software Licensing

Actual expenses may vary according to changing circumstances

	FY09	Dept. Request	Manager Request
Software Licensing			
GIS ESRI	\$ 17,000	\$ 16,500	\$ 16,500
Gba	\$ -	\$ 8,160	\$ 8,160
GovOffice (Website)	\$ 1,300	\$ 1,300	\$ 1,300
IMC	\$ 14,025	\$ 15,000	\$ 15,000
Munis	\$ 42,000	\$ 43,000	\$ 43,000
Northern Data Systems	\$ 3,000	\$ 3,000	\$ -
Patriot CAMA	\$ 11,470	\$ 12,000	\$ 12,000
Symantic (Anti-Virus)	\$ 1,800	\$ 1,400	\$ 1,400
	\$ 90,595	\$ 100,360	\$ 97,360

Line Item Narrative

Computer Software: This account includes the costs of new software or software updates. This particular software is transportation software that will help us design more efficient plow routes.

Software Licensing: This account funds annual licensing fees associated with our major applications. This will be the first year that we will pay 100% of the MUNIS licensing fees.

City of Auburn

Ingersoll Budget

Line Items		Last Year	Dept. Request	Manager Request
Ingersoll Arena	Total	216,063	473,785	473,785

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

	FY09	FY10	Change	Dept. Request	Manager Request
Ingersoll Arena					
<u>Revenues</u>	\$ 273,450	\$ 512,200	\$ 238,750	\$ 512,200	\$ 512,200
<u>Expenses</u>	\$ 216,063	\$ 473,785	\$ 257,722	\$ 473,785	\$ 473,785
Profit/Loss	\$ 57,387	\$ 38,415	\$ (18,972)	\$ 38,415	\$ 38,415

	Maturity	Issued Amount	Balance	Principal	Interest	Dept. Request	Manager Request
Debt Service							
Sold 10/30/08	09/01/18	\$700,000	\$700,000	\$70,000	\$25,713	\$ 95,713	\$ 95,713
						\$ 95,713	\$ 95,713

	FY09	FY10	Change	Dept. Request	Manager Request
Ingersoll Arena Revenue Summary					
<u>Revenues</u>					
Concession	\$ 6,600	\$ 13,200	\$ 6,600	\$ 13,200	\$ 13,200
Sign Advertisements	\$ 2,250	\$ 40,000	\$ 37,750	\$ 40,000	\$ 40,000
Ice Rental Income	\$ 190,000	\$ 360,000	\$ 170,000	\$ 360,000	\$ 360,000
Public Skate	\$ 6,200	\$ 18,000	\$ 11,800	\$ 18,000	\$ 18,000
Skating Instruction	\$ 12,800	\$ 22,000	\$ 9,200	\$ 22,000	\$ 22,000
Shinny Hockey	\$ 1,600	\$ 12,000	\$ 10,400	\$ 12,000	\$ 12,000
Pro Shop	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
Programs	\$ 50,000	\$ 43,000	\$ (7,000)	\$ 43,000	\$ 43,000
	\$ 273,450	\$ 512,200	\$ 238,750	\$ 512,200	\$ 512,200

Line Item Narrative

Ingersoll Arena: For Fiscal Year 2009, the City Council approved of a bond to fund arena improvements that would allow the facility to be open all year. The improvements included; new compressors, concrete floor, boards, and glass. The arena now has a full time staff; a coordinator and maintenance staff. The Ingersoll Arena is an Enterprise Account so therefore is self-supporting and funded by its own revenue generation.

City of Auburn

Ingersoll Budget

Line Items			Last Year	Dept. Request	Manager Request
Ingersoll Arena	Total		216,063	473,785	473,785
Ingersoll Arena Expense Summary					
	<i>FY09</i>	<i>FY10</i>	<i>Change</i>	Dept. Request	Manager Request
<u>Expenses</u>					
Regular Salaries	\$ 29,528	\$ 93,042	\$ 63,514	\$ 93,042	\$ 93,042
Fringe Benefits	\$ -	\$ 46,205	\$ 46,205	\$ 46,205	\$ 46,205
Part-time Salaries	\$ 2,000	\$ 8,000	\$ 6,000	\$ 8,000	\$ 8,000
Uniform Allowance	\$ 500	\$ 1,000	\$ 500	\$ 1,000	\$ 1,000
Temporary Assistance	\$ 6,000	\$ 27,000	\$ 21,000	\$ 27,000	\$ 27,000
Overtime Salaries	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
Purchased Services-General	\$ 5,500	\$ 7,000	\$ 1,500	\$ 7,000	\$ 7,000
Office Supplies	\$ -	\$ 200	\$ 200	\$ 200	\$ 200
Other Supplies - Operating	\$ 5,000	\$ 7,000	\$ 2,000	\$ 7,000	\$ 7,000
Other Supplies - Safety	\$ 300	\$ 300	\$ -	\$ 300	\$ 300
Utilities - Water & Sewer	\$ 3,000	\$ 4,000	\$ 1,000	\$ 4,000	\$ 4,000
Communications - Telephone	\$ -	\$ 100	\$ 100	\$ 100	\$ 100
Utilities - Electricity	\$ 66,000	\$ 100,000	\$ 34,000	\$ 100,000	\$ 100,000
Propane & Bottled Gas	\$ 16,000	\$ 35,000	\$ 19,000	\$ 35,000	\$ 35,000
Repairs - Buildings	\$ 4,000	\$ 6,000	\$ 2,000	\$ 6,000	\$ 6,000
Repairs - Equipment	\$ 3,000	\$ 6,000	\$ 3,000	\$ 6,000	\$ 6,000
Repairs - Maintenance Contracts	\$ 2,925	\$ 12,000	\$ 9,075	\$ 12,000	\$ 12,000
Training & Tuition	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Insurance Premiums	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
Advertising	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Travel - Mileage Reimbursement	\$ -	\$ 400	\$ 400	\$ 400	\$ 400
Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions & Dues	\$ 110	\$ 125	\$ 15	\$ 125	\$ 125
Debt Service Interest	\$ 67,500	\$ 95,713	\$ 28,213	\$ 95,713	\$ 95,713
Capital - General	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Capital - Small Tools	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	\$ 216,063	\$ 473,785	\$ 257,722	\$ 473,785	\$ 473,785

Line Item Narrative

Ingersoll Arena Expense Summary: See Above.



City of Auburn

Master List

Fiscal Year 2010
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Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
04150 Emergency Management Agency								
1415250 58983	EMA	6,678	7,298	7,120	6,352	6,352	(768)	-11%
TOTAL		6,678	7,298	7,120	6,352	6,352	(768)	-11%
0610 Tax Sharing								
1610250 58982	Tax Sharing	350,000	266,596	325,000	290,027	290,027	(34,973)	-11%
TOTAL		350,000	266,596	325,000	290,027	290,027	(34,973)	-11%
0615 Auburn-Lewiston Airport								
1615250 58984	Aub-Lew Airport	98,000	98,000	96,750	106,750	106,750	10,000	10%
TOTAL		98,000	98,000	96,750	106,750	106,750	10,000	10%
0620 LA Growth Council								
1620250 58985	LAEGC	106,429	106,429	106,429	96,429	96,429	(10,000)	-9%
TOTAL		106,429	106,429	106,429	96,429	96,429	(10,000)	-9%
0625 LA Transit Authority								
1625250 58986	Lew-Aub Transit	117,994	117,994	130,000	130,000	130,000	0	0%
TOTAL		117,994	117,994	130,000	130,000	130,000	-	0%
0630 LA 911								
1630250 58987	Lew-Aub 911	930,934	930,934	950,589	937,589	937,589	(13,000)	-1%
TOTAL		930,934	930,934	950,589	937,589	937,589	(13,000)	-1%
0635 LA Arts								
1635250 58988	LA Arts	22,680	22,680	24,267	24,267	24,267	0	0%
TOTAL		22,680	22,680	24,267	24,267	24,267	-	0%

City of Auburn

Intergovernmental Budget

Line Items		Last Year	Dept. Request	Manager Request
All Groups	Total	\$ 1,640,155	1,610,914	1,591,414

Estimated Detail of All Groups

Actual expenses may vary according to changing circumstances

All Intergovernmental Groups	Last Year	Dept. Request	Manager Request
Aub-Lew Airport	\$ 96,750	\$ 103,250	\$ 106,750
EMA	\$ 7,120	\$ 6,352	\$ 6,352
LA Arts	\$ 24,267	\$ 24,267	\$ 24,267
LAEGC	\$ 106,429	\$ 106,429	\$ 96,429
Lew-Aub 911	\$ 950,589	\$ 950,589	\$ 937,589
Lew-Aub Transit	\$ 130,000	\$ 130,000	\$ 130,000
Tax Sharing (See Following Page For Breakdown)	\$ 325,000	\$ 290,027	\$ 290,027
	<u>\$ 1,640,155</u>	<u>\$ 1,610,914</u>	<u>\$ 1,591,414</u>

Line Item Narrative

Intergovernmental: This account is a matter of Council Policy. Councilors and staff alike participate on these boards.

City of Auburn

Intergovernmental Budget

Line Items		Last Year	Dept. Request	Manager Request
Tax Sharing	Total	325,000	290,027	290,027

Estimated Detail of Tax Sharing

Actual expenses may vary according to changing circumstances

	Valuation	Total Tax Revenue	Auburn's Share	Lewiston's Share	Dept. Request	Manager Request
Tax Sharing	\$ 18.45					
<u>Airport Industrial Park Taxes</u>						
Real Estate Value	\$ 18,872,300	\$ 380,932				
Personal Property Tax	\$ 7,256,500	\$ 133,882				
		\$ 514,814	\$ 334,629	\$ 180,185	\$ 180,185	\$ 180,185
<u>Airport Excise Taxes</u>						
Aircraft		\$ 10,000				
Vehicle		\$ 30,000				
		\$ 40,000	\$ 16,000	\$ 10,000	\$ 10,000	\$ 10,000
Retained by A-L Airport	35%	\$ 14,000				
<u>Railroad</u>						
St. Lawerent & Atlantic	\$ 1,086,500	\$ 20,046				
		\$ 20,046	\$ 16,538	\$ 3,508	\$ 3,508	\$ 3,508
<u>Spin-off Area</u>						
	\$ 17,912,100	\$ 330,478				
		\$ 330,478	\$ 272,645	\$ 57,834	\$ 57,834	\$ 57,834
Totals		\$ 905,338	\$ 639,812	\$ 251,527		
			71%	28%		
<u>Monty Hydro</u>						
Income from Lewiston		\$ -	\$ 154,000			
Expenses Due to Lewiston				\$ 38,500	\$ 38,500	\$ 38,500
Total Due Lewiston				\$ 290,027	\$ 290,027	\$ 290,027

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 \$159,614. 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 cites of Auburn and Lewiston must share in the expense of maintaining the facility. To compensate for this operating loss, Auburn muist return \$38,500 to the City of Lewiston.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease
0140 Legal Services									
1140205	53450		PS-Legal	55,000	77,800	55,000	64,200	64,200	9,200 17%
TOTAL				55,000	77,800	55,000	64,200	64,200	9,200 14%

City of Auburn

Legal Budget

Line Items		Last Year	Dept. Request	Manager Request
PS-Legal	Total	55,000	64,200	64,200

Estimated Detail of PS-Legal

Actual expenses may vary according to changing circumstances

	Contract Expires	Dept. Request	Manager Request
PS-Legal			
Legal Services			
Fire Union	12/31/2008	\$ 12,000	\$ 12,000
Great Falls		\$ 20,000	\$ 20,000
Other		\$ 31,000	\$ 31,000
Police Command	6/30/2009	\$ 700	\$ 700
Police Patrol	6/30/2010	\$ -	\$ -
Public Works Union	6/30/2009	\$ 500	\$ 500
		\$ 64,200	\$ 64,200

Line Item Narrative

Legal: Our policy is to utilize local attorneys whenever and wherever possible.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease
<i>0230 Public Library</i>									
1230230	58920	Public Library		919,407	919,407	919,407	919,407	919,407	0 0%
TOTAL				919,407	919,407	919,407	919,407	919,407	- 0%

City of Auburn

Library Budget

Line Items		Last Year	Dept. Request	Manager Request
Public Library	Total	919,407	919,407	919,407

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

	FY09	FY10	Change	Dept. Request	Manager Request
Public Library					
<u>Revenues</u>					
City of Auburn	\$ 919,407	\$ 919,407	\$ -	\$ 919,407	\$ 919,407
Donations	\$ 59,295	\$ 49,456	\$ 9,839		
Endowment Income	\$ 55,212	\$ 53,000	\$ 2,212		
Investment Earnings	\$ 14,614	\$ 11,694	\$ 2,920		
Other	\$ 81,974	\$ 89,349	\$ (7,375)		
	<u>\$ 1,130,502</u>	<u>\$ 1,122,906</u>	<u>\$ 7,596</u>		
<u>Expenses</u>					
Automation Expense	\$ 5,800	\$ 4,950	\$ 850		
Commodities	\$ 31,310	\$ 29,811	\$ 1,499		
Financial	\$ 16,764	\$ 15,411	\$ 1,354		
Insurance	\$ 12,326	\$ 10,022	\$ 2,304		
Library Materials	\$ 77,411	\$ 81,661	\$ (4,250)		
Maintenance	\$ 71,404	\$ 73,124	\$ (1,720)		
Miscellaneous	\$ -	\$ 500	\$ (500)		
Personnel	\$ 831,685	\$ 819,438	\$ 12,247		
Personnel Development	\$ 1,200	\$ 2,400	\$ (1,200)		
Programs	\$ 7,807	\$ 8,615	\$ (808)		
Utilities	\$ 74,795	\$ 76,973	\$ (2,178)		
	<u>\$ 1,130,502</u>	<u>\$ 1,122,905</u>	<u>\$ 7,597</u>		
				<u>\$ 919,407</u>	<u>\$ 919,407</u>

Line Item Narrative

Library: See Above.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
<i>0105 Mayor and Council</i>										
1105200	51100	Regular Salaries		16,600	16,600	16,600	16,600	16,600	0	0%
1105205	53400	PS - General		34,000	35,443	34,000	33,000	33,000	(1,000)	-3%
1105210	56000	Office Supplies		250	205	250	250	250	0	0%
1105240	55810	Travel-Mileage		250	366	250	250	250	0	0%
1105240	58100	Dues & Subscriptions		51,175	52,073	52,400	48,665	48,665	(3,735)	-7%
1105240	58980	Joint Services		0	0	0	0	0	0	0%
TOTAL				102,275	104,688	103,500	98,765	98,765	(4,735)	-4.6%

City of Auburn

Mayor & Council Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	16,600	16,600	16,600
PS - General	Total	34,000	34,000	33,000
Office Supplies	Total	250	250	250

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
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	Manager Request
PS - General			
Community Involvement (Registrations, Tuition, Dinners)		\$ 2,000	\$ 1,000
Annual City Audit		\$ 23,500	\$ 23,500
Community/Employee Recognition		\$ 3,500	\$ 3,500
Council Dinners		\$ 5,000	\$ 5,000
		\$ 34,000	\$ 33,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Office Supplies			
General Office Supplies		\$ 250	\$ 250
		\$ 250	\$ 250

Line Item Narrative

Regular Salaries: Established by Charter.

Purchases Services General: This account includes the cost of the annual audit and service for the Mayor and Council.

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

City of Auburn

Mayor & Council Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	250	250	250
Dues & Subscriptions	Total	52,400	53,488	48,665
Joint Services	Total	-	-	-

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Mileage		
Mileage Reimbursement for Mayor and Councilors	\$ 250	\$ 250
	\$ 250	\$ 250

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
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	\$ 275	\$ 275
Maine Service Centers	\$ 2,869	\$ -
National League of Cities	\$ 1,954	\$ -
	\$ 53,488	\$ 48,665

Note: The MREDA dues are paid with TIF Revenues.

Estimated Detail of Joint Services

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Joint Services		
Operations	\$ -	\$ -
	\$ -	\$ -

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: Unfunded.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0225 Parks & Recreation								
1225200 51100	Regular Salaries	403,092	390,324	442,430	395,393	395,393	(47,037)	-11%
1225200 51106	Sal-Parks Part-Time	10,000	6,413	36,000	75,200	75,200	39,200	109%
1225200 51118	Longevity Bonus	400	0	0	400	400	400	100%
1225200 51124	Uniform Allowance	2,100	1,801	2,100	2,800	2,800	700	33%
1225200 51300	OT - Regular	6,000	13,003	8,000	7,949	7,949	(51)	-1%
1225205 53400	PS - General	370	605	370	390	390	20	5%
1225205 53406	PS - Testing	674	631	733	1,228	1,228	495	68%
1225210 56000	Office Supplies	1,000	578	1,000	1,000	1,000	0	0%
1225210 56004	Other Sup-Janitorial	2,300	989	2,300	2,300	2,300	0	0%
1225210 56010	Other Sup - Maintenance	3,000	2,421	3,000	4,038	4,038	1,038	35%
1225210 56016	Other Sup-Traffic Safety	100	30	100	100	100	0	0%
1225210 56034	Other Sup-Safety Equipme	300	300	300	300	300	0	0%
1225210 56036	Other Sup-Small Tools	0	0	0	4,425	4,425	4,425	100%
1225210 56046	MV Sup-Tires/Tube/Chai	1,500	530	1,000	1,000	1,000	0	0%
1225210 56048	MV Sup-Gas & Oil	8,000	10,855	10,250	11,388	11,388	1,138	11%
1225210 56052	MV Sup-Other	500	211	300	300	300	0	0%
1225215 54100	Utilities - Water/Sewer	4,500	3,720	4,500	4,067	4,067	(433)	-10%
1225215 55320	Comm - Telephone	3,108	2,853	1,116	1,152	1,152	36	3%
1225215 56220	Utilities - Electricity	11,350	11,883	13,500	12,147	12,147	(1,353)	-10%
1225215 56240	Utilities - Heating Fuel	29,450	30,224	40,000	35,000	35,000	(5,000)	-13%
1225220 54300	Repairs - Buildings	1,300	4,672	5,000	6,000	6,000	1,000	20%
1225220 54302	Repairs - Vehicles	4,500	5,914	4,000	3,000	3,000	(1,000)	-25%
1225220 54304	Repairs - Equipment	2,500	1,727	2,500	2,500	2,500	0	0%
1225220 54306	Repairs - Facilities	8,000	7,679	8,000	10,000	10,000	2,000	25%
1225220 54314	Repairs - Maintenance Cor	934	601	760	760	760	0	0%
1225240 53300	Training & Tuition	1,000	765	1,000	1,000	1,000	0	0%
1225240 55310	Comm - Postage	468	415	492	528	528	36	7%
1225240 55810	Travel-Mileage	200	248	200	200	200	0	0%
1225240 58100	Dues & Subscriptions	665	475	710	730	730	20	3%
Sub Total		507,311	499,868	589,661	585,294	585,294	(4,367)	-1%

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	442,430	430,561	395,393
Sal-Parks Part-Time	Total	36,000	75,200	75,200
Longevity Bonus	Total	-	400	400

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Arena	Recreation	Dept. Request	Manager Request
Parks & Recreation Director	1	\$ 3,639	\$ 69,141	\$ 69,141	\$ 72,780
Administrative Assistant	1	\$ 1,150	\$ 37,171	\$ 37,171	\$ 38,321
Building Maintenance Technician	1		\$ 31,626	\$ 31,626	\$ 31,626
Parks Maintenance Workers	5		\$ 141,826	\$ 141,826	\$ 141,826
Parks Superintendent	1	\$ 8,313	\$ 47,107	\$ 47,107	\$ 55,420
Recreation Specialist	1		\$ 48,270	\$ 48,270	\$ -
Recreation Superintendent	1		\$ 55,420	\$ 55,420	\$ 55,420
		\$ 13,102	\$ 430,561	\$ 430,561	\$ 395,393

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	Manager Request
Part-Time Staff	\$ 10.00	20	40	4	\$ 32,000	\$ 32,000
Part-Time Recreation Staff					\$ 20,000	\$ 20,000
Part-Time Staff	\$ 10.00	10	20	2	\$ 4,000	\$ 4,000
Summer Help	\$ 10.00	12	40	4	\$ 19,200	\$ 19,200
					\$ 75,200	\$ 75,200

Note: Summer help was moved from Public Works to Recreation.

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Manager Request
Employee Longevity	\$ 400	\$ 400
	\$ 400	\$ 400

Line Item Narrative

Wages: This line item reflect an account change to reflect actual cost centers; recreation verses arena.

Part-Time Wages: This account includes staffing for the additional parks responsibilities at the Turner St. and Mt. Auburn Ave. area. Public Works Summer help crew was moved to the Park and Recreation Department.

Longevity: The longevity bonus is paid to non-union members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries. No staff members are due for a longevity bonus in 2010.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Uniform Allowance	Total	2,100	2,800	2,800
OT - Regular	Total	8,000	7,949	7,949
PS - General	Total	370	390	390

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Manager Request
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

	OT Hours	Avg O/T Rate	Dept. Request	Manager Request
OT - Regular				
Cemeteries/County Jail Program	80	\$ 21.14	\$ 1,691	\$ 1,691
Elections (6 hours per election)	18	\$ 21.14	\$ 381	\$ 381
Miscellaneous	60	\$ 21.14	\$ 1,268	\$ 1,268
Plowing	200	\$ 21.14	\$ 4,228	\$ 4,228
Special Events	18	\$ 21.14	\$ 381	\$ 381
			\$ 7,949	\$ 7,949

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - General		
Dumping Permits	\$ 75	\$ 75
Hazardous Chemicals/Reg. Inventory Fees	\$ 200	\$ 200
Maine DEP Tank Registration Fees	\$ 115	\$ 115
	\$ 390	\$ 390

Line Item Narrative

Uniform Allowance: This account includes the cost of work-related clothing such as shirts, pants, work shoes, gloves, etc. for 8 staff members @ \$350.00 each.

Overtime - Regular: This account includes the cost of overtime wages for plowing snow in various places around the city, including six emergency parking areas, downtown sidewalks, the fire and police stations, the community center, public outdoor skating rinks, Auburn Hall, the library and Mechanic's Row parking garage. The account also includes the cost of weekend trash removal, setting up and taking down voting booths for elections, cemetery maintenance, weekend field lining for tournaments and games, and city special events.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Testing	Total	733	1,228	1,228
Office Supplies	Total	1,000	1,000	1,000
Other Sup-Janitorial	Total	2,300	2,300	2,300

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

	Personnel	Test Cost	Dept. Request	Manager Request
PS - Testing				
Hearing Tests	8	\$ 33.50	\$ 268	\$ 268
Physical Exams	6	\$ 160.00	\$ 960	\$ 960
			\$ 1,228	\$ 1,228

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
General Supplies	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Estimated Detail of Other Sup-Janitorial

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Testing: This account includes the cost of physical exams and hearing tests for new full-time and seasonal employees. This account also funds the annual hearing tests for all existing parks staff.

Office Supplies: This account includes the cost of general office supplies including ink and masters for the duplicating machine, writing implements, staples, paper clips, envelopes, laminating supplies, binders, folders, etc.

Other Supplies - Janitorial: See above.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Maintenance	Total	3,000	4,038	4,038
Other Sup-Traffic Safety	Total	100	100	100

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Maintenance		
FL Washer Battery	\$ 100	\$ 100
Hand Tools (Shovels, Rakes, Brooms, Pruners)	\$ 900	\$ 900
Hose	\$ 100	\$ 100
Ice Melt	\$ 650	\$ 650
Light Bulbs	\$ 100	\$ 100
Mower Blades	\$ 748	\$ 748
Paint	\$ 400	\$ 400
Power Broom Brushes & Belts	\$ 740	\$ 740
Trash Barrels	\$ 300	\$ 300
	\$ 4,038	\$ 4,038

Estimated Detail of Other Sup-Traffic Safety

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup-Traffic Safety		
Traffic Safety Devices	\$ 100	\$ 100
	\$ 100	\$ 100

Line Item Narrative

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

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 the protective gear.

Other Supplies - Safety Equipment: This account includes the cost of personal safety equipment such as safety glasses, earplugs, ear muffers, first aid kits, etc.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup-Safety Equipment	Total	300	300	300
Other Sup-Small Tools	Total	-	4,425	4,425

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	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Other Sup-Small Tools

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Other Sup-Small Tools				
Brush Cutters	3	\$ 225.00	\$ 675	\$ 675
Grass Trimmers	6	\$ 175.00	\$ 1,050	\$ 1,050
Handblowers	2	\$ 150.00	\$ 300	\$ 300
Sidewalk Vacuum	1	\$ 2,400.00	\$ 2,400	\$ 2,400
			\$ 4,425	\$ 4,425

Line Item Narrative

Other Supplies - Safety Equipment: This account includes the cost of personal safety equipment such as safety glasses, earplugs, ear muffers, first aid kits, etc.

Other Supplies - Small Tools: This is a new line item. It was switched from the Capital CIP Budget because the individual items do not reflect CIP purchases; those purchases that exceed \$3,500 or more and is anticipated to last more than 3 years. See the City's CIP Policy for more detail.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup-Tires/Tube/Chain	Total	1,000	1,000	1,000
MV Sup-Gas & Oil	Total	10,250	11,388	11,388
MV Sup-Other	Total	300	300	300

Estimated Detail of MV Sup-Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
MV Sup-Tires/Tube/Chain				
Department Vehicles	8	\$ 125.00	\$ 1,000	\$ 1,000
			\$ 1,000	\$ 1,000

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

	Gallons	Price	Dept. Request	Manager Request
MV Sup-Gas & Oil				
Gasoline	4,453	\$ 2.49	\$ 11,088	\$ 11,088
Oil, Transmission Fluid, Grease			\$ 300	\$ 300
			\$ 11,388	\$ 11,388

Estimated Detail of MV Sup-Other

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
MV Sup-Other		
Wiper Blades, Batteries, Spark Plugs	\$ 300	\$ 300
	\$ 300	\$ 300

Line Item Narrative

Motor Vehicle, Tires, Tubes, Chains: This account includes the cost of tires, tubes & chains for department vehicles. We will need to purchase the following: 8 tires at an average of \$125.00/tire.

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.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Water/Sewer	Total	4,500	4,067	4,067
Comm - Telephone	Total	1,116	1,152	1,152
Utilities - Electricity	Total	13,500	12,147	12,147

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Water	Sewer	Dept. Request	Manager Request
Beach (Fair Street 2-Quarters)	\$ 153.00	\$ 305.00	\$ 458	\$ 458
Hasty Community Center	\$ 543.00	\$ 1,248.00	\$ 1,791	\$ 1,791
Parks Garage	\$ 1,029.00	\$ 486.00	\$ 1,515	\$ 1,515
Pond Building	\$ 113.00	\$ 190.00	\$ 303	\$ 303
			\$ 4,067	\$ 4,067

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost / Month	Dept. Request	Manager Request
Celluar Phone	2	\$ 76.00	\$ 912	\$ 912
Long Distance Land Line			\$ 240	\$ 240
			\$ 1,152	\$ 1,152

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	CMP	Constel- lation	7% Increase	Dept. Request	Manager Request
Fair Street Beach	\$ 206	\$ 189	\$ 28	\$ 423	\$ 423
Fish Hatchery (Tot Lot)	\$ 156	\$ 79	\$ 16	\$ 251	\$ 251
Hasty Community Center	\$ 2,467	\$ 4,518	\$ 489	\$ 7,474	\$ 7,474
Parks Garage	\$ 1,012	\$ 1,836	\$ 199	\$ 3,047	\$ 3,047
Pond Building	\$ 368	\$ 521	\$ 62	\$ 951	\$ 951
	\$ 4,209	\$ 7,143	\$ 795	\$ 12,147	\$ 12,147

Line Item Narrative

Utilities Water & Sewer: This account includes the cost of water and sewerage services for the Hasty Community Center, pond building, Auburn Municipal Beach, and parks garage. We are anticipating an increase of 5% in the sewer rate only.

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

Utilities Electricity: This account includes the cost of electricity at the Hasty Community Center, pond building, Camp Exchange clubhouse, Auburn Municipal Beach and the parks garage. Includes estimated 7% increase.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Heating Fuel	Total	40,000	35,000	35,000
Repairs - Buildings	Total	5,000	6,000	6,000
Repairs - Vehicles	Total	4,000	3,000	3,000

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Utilities - Heating Fuel				
Diesel for Equipment	600	\$ 2.7500	\$ 1,650	\$ 1,650
Hasty Community Center	16,000	\$ 1.8192	\$ 29,107	\$ 29,107
Pond Building #2	1,400	\$ 2.0192	\$ 2,827	\$ 2,827
Propane-Garage Heat	1,200	\$ 1.1797	\$ 1,416	\$ 1,416
			\$ 35,000	\$ 35,000

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Buildings		
Hasty Gym Floor Paint	\$ 1,300	\$ 1,300
Miscellaneous Repairs	\$ 1,000	\$ 1,000
Replacement of Bathroom Stalls In Public and Employee Bathrooms	\$ 3,700	\$ 3,700
	\$ 6,000	\$ 6,000

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Vehicles		
1997 Ford F350 4X4 p-up w/plow (Blue)	\$ 3,000	\$ 3,000
1999 Chevy Dump Truck - 1 Ton (Blue)		
2000 Ford 15 Passenger Van (Green)		
2002 GMC 4 X 2 Stake Body (Red)		
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)		
	\$ 3,000	\$ 3,000

Line Item Narrative

Utilities - Heating Fuel: See Above.

Repairs - Building: This account includes the cost of replacing two interior doors in the parks garage and one in the main office. It also includes paint for the parks garage and normal repairs to the buildings.

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

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Equipment	Total	2,500	2,500	2,500
Repairs - Facilities	Total	8,000	10,000	10,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
1989 Toro Tractor 2/mower & blower	\$ 2,500	\$ 2,500
1998 4X4 Massey Ferguson Tractor w/Bucket & Mower		
2000 Holder Tractor w/Blower, Mower & Watering Tank		
2001 Tennant Vacuum Vehicle		
2 Exmark Mowers - 18 hp with 48" Mower Decks		
2 John Deere Mowers - 18 hp with 48" Mower Decks		
4 Echo Pro Sweepers - 2400		
4 Snow Blowers - 18 hp with 32" Chutes		
1 Rotary Broom - 60" Attachment		
2 Walk-Behind Mowers - 18 hp with 60" Mower Decks		
1 John Deere Riding Tractor - 14 hp with 36" Mower Deck		
1 Husqvarna Rding Tractor - 20 hp with 42" Mower Deck		
	\$ 2,500	\$ 2,500

Estimated Detail of Repairs - Facilities

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Facilities		
Bark Mulch	\$ 2,600	\$ 2,600
Bench & Table Repairs	\$ 700	\$ 700
Loam	\$ 1,500	\$ 1,500
Paint & Graffiti Remover	\$ 700	\$ 700
Plant Fertilizer & Peat Moss	\$ 500	\$ 500
Playground Mulch	\$ 4,000	\$ 4,000
	\$ 10,000	\$ 10,000

Line Item Narrative

Repairs - Equipment: This account includes the cost of repairs to grounds maintenance 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, etc.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Maintenance Contract	Total	760	760	760
Training & Tuition	Total	1,000	1,000	1,000
Comm - Postage	Total	492	528	528

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Maintenance Contract		
Sprinkler System Parks Garage	\$ 325	\$ 325
AAA Fire Extinguisher	\$ 435	\$ 435
	\$ 760	\$ 760

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
New England Parks & Recreation Conference	\$ 250	\$ 250
New England Training Institute	\$ 250	\$ 250
Maine Parks & Recreation	\$ 250	\$ 250
National Recreation & Park Association	\$ 250	\$ 250
	\$ 1,000	\$ 1,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Comm - Postage				
Postage Stamps	12	\$ 44.00	\$ 528	\$ 528
			\$ 528	\$ 528

Line Item Narrative

Repairs Maintenance Contract: This account includes the cost of various maintenance contracts for equipment, buildings and sprinkler systems.

Training & Tuition: This account includes the cost of tuition and fees for professional development. Skills development and knowledge attainment will benefit the operation of City administration for citizens. Three staff (Director, Recreation Superintendent and Recreation Specialist) have certifications that need to be maintained by attending training to earn continuing education units.

Postage: This account includes the purchase of 12 rolls of postage stamps for Department use.

City of Auburn

Parks & Recreation Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	200	200	200
Dues & Subscriptions	Total	710	730	730

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Mileage		
See Below	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
Maine Cemetery Assoc.	\$ 25	\$ 25
Maine Recreation & Park Assoc.	\$ 125	\$ 125
National Recreation & Park Assoc.	\$ 530	\$ 530
New England Park Assoc.	\$ 25	\$ 25
Southern Maine Assoc. of Rec. Tech.	\$ 25	\$ 25
	\$ 730	\$ 730

Line Item Narrative

Repairs Maintenance Contract: This account includes the cost of various maintenance contracts for equipment, buildings and sprinkler systems.

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



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0220 Planning and Permitting								
1220200 51100	Regular Salaries	418,691	427,031	466,082	417,007	417,007	(49,075)	-11%
1220200 51118	Longevity Bonus	300	600	600	0	0	(600)	-100%
1220200 51124	Uniform Allowance	1,000	929	1,000	0	0	(1,000)	-100%
1220200 51300	OT - Regular	7,000	8,152	6,500	7,000	7,000	500	8%
1220205 53400	PS - General	0	0	0	2,500	2,500	2,500	100%
1220210 55500	Reports, Printing, & Bindin	350	364	0	0	0	0	0%
1220210 56000	Office Supplies	700	1,231	1,000	1,200	1,200	200	20%
1220210 56002	Other Sup - Operating	750	422	750	1,750	1,750	1,000	133%
1220210 56034	Other Sup - Safety Equipn	0	0	500	2,816	2,816	2,316	463%
1220210 56046	MV Sup - Tires/Tube/Ch:	0	0	450	450	450	0	0%
1220210 56048	MV Sup - Gas & Oil	1,500	2,604	1,250	2,300	2,300	1,050	84%
1220215 55320	Comm - Telephone	2,000	3,032	2,000	3,053	3,053	1,053	53%
1220215 56220	Utilities - Electricity	287,500	330,168	317,500	328,050	328,050	10,550	3%
1220220 54302	Repairs - Vehicles	1,000	2,594	1,800	2,000	2,000	200	11%
1220220 54304	Repairs - Equipment	1,500	1,603	1,500	1,500	1,500	0	0%
1220220 54310	Repairs - Street Lights	3,000	2,623	2,000	2,000	2,000	0	0%
1220220 54312	Repairs - Traffic Signal Ma	3,000	1,815	5,000	5,000	5,000	0	0%
1220240 53300	Training & Tuition	2,000	2,000	2,000	1,500	1,500	(500)	-25%
1220240 55400	Advertising	2,750	1,924	2,500	2,500	2,500	0	0%
1220240 55810	Travel-Mileage	1,000	1,394	750	500	500	(250)	-33%
1220240 55812	Travel-Seminar Costs	1,500	1,500	1,000	400	400	(600)	-60%
1220240 58100	Dues & Subscriptions	2,300	2,331	2,300	900	900	(1,400)	-61%
TOTAL		737,841	792,316	816,482	782,426	782,426	(34,056)	-4%

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	466,082	488,875	417,007
Longevity Bonus	Total	600	-	-
Uniform Allowance	Total	1,000	1,200	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Total Staff	Dept. Request	Manager Request
Regular Salaries			
Planning Director	1	\$ 72,780	\$ 72,780
Administrative Assistant	1	\$ 36,221	\$ 36,221
Building / CEO / Plumbing Inspector	1	\$ 51,022	\$ 51,022
Building / CEO / Plumbing Inspector	1	\$ 45,226	\$ -
City Electrician	1	\$ 56,623	\$ 56,623
City Planner / Code Enforcement Officer	1	\$ 50,908	\$ 50,908
Electrician	1	\$ 48,744	\$ 48,744
Electrician	1	\$ 49,800	\$ 49,800
Information Assistant	1	\$ 26,642	\$ -
Sanitarian / CEO	1	\$ 50,909	\$ 50,909
		\$ 488,875	\$ 417,007

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Longevity Bonus		
Employee Longevity	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Wages: The wages in this line item will change once we consolidate our inspection personnel.

Longevity: Mileage reimbursement for personal use of vehicles.

Uniform Allowance: This account funds protective clothing and specialized protective outerwear for the Electrical Division and field inspectors in P&P.

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Regular	Total	6,500	7,000	7,000
PS - General	Total	-	-	2,500
Office Supplies	Total	1,000	1,200	1,200

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	FYTD 1/25/09	Hours	Avg O/T Rate	Est. Overtime	Dept. Request	Manager Request
OT - Regular						
Electrical Related Problems	18	93	\$ 38.61	\$ 3,574	\$ 7,000	\$ 7,000
Fires & Fire Alarm Resets	28	144	\$ 38.61	\$ 5,560		
Miscellaneous	4	21	\$ 38.61	\$ 794		
Traffic Signal	10	51	\$ 38.61	\$ 1,986		
	60	309		\$ 11,914	\$ 7,000	\$ 7,000

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - General		
Contracted Services (see below)	\$ -	\$ 2,500
	\$ -	\$ 2,500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies		
General Supplies	\$ 1,200	\$ 1,200
	\$ 1,200	\$ 1,200

Line Item Narrative

Overtime: 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. In FY08, the Department had 225 calls.

Purchased Service - General: As we develop the PACE concept, which includes a labor reduction, we're funding this line item to allow us to hire licensed contractors to assist with inspections.

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.

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	750	1,750	1,750
Other Sup - Safety Equipment	Total	500	2,816	2,816
MV Sup - Tires/Tube/Chain	Total	450	450	450

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating		Dept. Request	Manager Request
		\$ 1,750	\$ 1,750
		\$ 1,750	\$ 1,750

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment	Quantity	Cost	Dept. Request	Manager Request
Arc Flash Hood and Face Shield	3	\$ 360	\$ 1,080	\$ 1,080
FR Rain Gear	3	\$ 100	\$ 300	\$ 300
FR Summer Jump Suit	3	\$ 110	\$ 330	\$ 330
FR Winter Jump Suit	3	\$ 110	\$ 330	\$ 330
Insulated Rubber Gloves	3	\$ 92	\$ 276	\$ 276
Other			\$ 500	\$ 500
			\$ 2,816	\$ 2,816

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain		Dept. Request	Manager Request
Vehicle Repair		\$ 450	\$ 450
		\$ 450	\$ 450

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 as well as City's Fire Prevention Officer.

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

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. This year one of the Department's vehicles will need a new complete set of tires.

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Gas & Oil	Total	1,250	3,500	2,300
Comm - Telephone	Total	2,000	3,510	3,053
Utilities - Electricity	Total	317,500	347,750	328,050

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
MV Sup - Gas & Oil			
Gasoline, Oil, Filters, etc.		\$ 3,500	\$ 2,300
		\$ 3,500	\$ 2,300

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Quantity	Per Month	Dept. Request	Manager Request
Comm - Telephone				
Cellular Phone	1	\$ 74	\$ 885	\$ 885
Cellular Phones	4	\$ 38	\$ 1,827	\$ 1,370
Maintenance Contract Motorola Electrical Division		\$ 150	\$ 150	\$ 150
Pagers	3	\$ 18	\$ 648	\$ 648
			\$ 3,510	\$ 3,053

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	Quantity	Dept. Request	Manager Request
Utilities - Electricity			
City Owned Street Lights	317	\$ 60,867	\$ 60,867
Electrical Division Building (Electric Heat)		\$ 9,397	\$ 9,397
Festival Plaza		\$ 8,606	\$ 8,606
Goff Hill Radio Site		\$ 1,135	\$ 1,135
Leased Street Lights	1462	\$ 255,924	\$ 236,224
Traffic Signal Equipment	34	\$ 11,821	\$ 11,821
		\$ 347,750	\$ 328,050

Line Item Narrative

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

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

Utilities: This account funds electrical utility costs. This account also funds the Electrical Div., Goff Hill radio site building and the electrical utilities at Festival Plaza. The increase is due to higher utility costs.

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Vehicles	Total	1,800	2,000	2,000
Repairs - Equipment	Total	1,500	1,500	1,500
Repairs - Street Lights	Total	2,000	2,000	2,000

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Preventive Maint.	Annual Testing	Dept. Request	Manager Request
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			\$ 545	\$ 545
			\$ 2,000	\$ 2,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
Municipal Fire Alarm System	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Estimated Detail of Repairs - Street Lights

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Street Lights		
Municipally Owned Lighting Equipment	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Line Item Narrative

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.

Repairs Equipment: This account funds the maintenance and repair of the municipal fire alarm system, emergency generators and incidental electrical repairs to all municipal buildings. This account also funds the electrical materials for seasonal expenses incurred for holiday lighting, municipal events and the Balloon Festival.

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

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Traffic Signal Maint	Total	5,000	5,000	5,000
Training & Tuition	Total	2,000	2,000	1,500
Advertising	Total	2,500	2,500	2,500

Estimated Detail of Repairs - Traffic Signal Maint

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Traffic Signal Maint		
Parts and Replacement	\$ 5,000	\$ 5,000
	\$ 5,000	\$ 5,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
See Below.	\$ 2,000	\$ 1,500
	\$ 2,000	\$ 1,500

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Advertising		
Public Notice Hearings	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Line Item Narrative

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. The increase (\$2,000) will fund the installation of video detection to replace pavement style traffic signal loops. The longevity of the video detection is estimated at ten years. The pavement style detection is estimated between two and four years depending on the location.

Training & Tuition: This account includes the cost of tuition and fees for professional development and required "continued education" for State certified Code Enforcement Officers. 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 attend 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.

City of Auburn

Planning Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	750	500	500
Travel-Seminar Costs	Total	1,000	500	400
Dues & Subscriptions	Total	2,300	2,100	900

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Seminar Costs		
Registration Fees	\$ 500	\$ 400
	\$ 500	\$ 400

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
Professional Subscriptions	\$ 2,100	\$ 900
	\$ 2,100	\$ 900

Line Item Narrative

Travel & Mileage: This account covers the cost of reimbursement to staff for use of personal vehicles on city business. This account reimburses department personnel when they use personal vehicles for job related activities when municipal vehicles are not available. 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.

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 as well as membership assistance provided by these organizations. This account funds the costs of dues for professional affiliations for the planning and inspection staff, and the purchase of code materials and state licenses. This request also includes membership to the Planning Advisory Service which is a research resource regarding land use issues and laws. This account further funds the purchase of various code books such as the 2003 International Building Code (IBC) & International Residential Code (IRC) which the Department plans on adopting this year.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0410 Police								
1410200 51100	Regular Salaries	2,134,999	2,169,098	2,354,211	2,427,372	2,427,372	73,161	3%
1410200 51101	Lateral Transfer-APD	0	33,858	0	0	0	0	0%
1410200 51112	Extra Pay-Detectives	2,340	1,080	0	0	0	0	0%
1410200 51114	Extra Pay-EMT	5,824	2,688	0	0	0	0	0%
1410200 51116	Holiday Pay	88,740	96,945	103,500	103,056	103,056	(444)	0%
1410200 51118	Longevity Bonus	0	300	400	400	400	0	0%
1410200 51120	Educational Incentive	15,315	12,690	13,850	9,810	9,810	(4,040)	-29%
1410200 51122	Sick Leave Incentive	19,000	16,052	16,500	11,803	11,803	(4,697)	-28%
1410200 51124	Uniform Allowance	18,000	15,602	17,400	17,605	17,605	205	1%
1410200 51126	Physicals	2,100	139	1,700	2,000	2,000	300	18%
1410200 51128	OSHA Safety Costs	500	79	500	730	730	230	46%
1410200 51130	Volunteers in Police Servic	100	0	100	500	500	400	400%
1410200 51300	OT - Regular	30,000	38,840	30,000	30,003	30,003	3	0%
1410200 51302	OT - Vac Replacement	20,000	14,800	15,000	15,008	15,008	8	0%
1410200 51304	OT - Sick Replacement	15,000	16,311	10,000	13,340	13,340	3,340	33%
1410200 51306	OT - Mandatory Training	7,500	5,722	7,000	3,650	3,650	(3,350)	-48%
1410200 51308	OT - Court	22,000	19,027	17,000	18,551	18,551	1,551	9%
1410205 53400	PS - General	1,500	2,215	5,400	6,450	6,450	1,050	19%
1410205 53406	PS - Testing	1,000	327	1,050	770	770	(280)	-27%
1410205 53410	PS - Animal Control	45,500	55,067	48,150	49,954	49,954	1,804	4%
1410205 53422	PS - Uniform Cleaning	15,500	15,362	17,650	18,654	18,654	1,004	6%
1410210 55500	Reports, Printing, & Bindin	1,500	1,651	2,000	2,096	2,096	96	5%
1410210 56000	Office Supplies	2,500	1,473	2,500	2,050	2,050	(450)	-18%
1410210 56002	Other Sup - Operating	9,000	13,561	15,000	16,482	16,482	1,482	10%
1410210 56046	MV Sup - Tires/Tube/Ch	6,000	8,431	8,400	9,588	9,588	1,188	14%
1410210 56048	MV Sup - Gas & Oil	50,000	86,409	82,500	75,906	75,906	(6,594)	-8%
1410215 54100	Utilities - Water/Sewer	1,200	1,245	600	910	910	310	52%
1410215 55320	Comm - Telephone	10,268	19,077	18,460	18,575	18,575	115	1%
1410215 56220	Utilities - Electricity	27,000	28,517	33,000	30,000	30,000	(3,000)	-9%
1410215 56240	Utilities - Heating Fuel	14,000	13,716	15,000	14,538	14,538	(462)	-3%
1410220 54300	Repairs - Buildings	2,000	2,665	2,000	2,000	2,000	0	0%
1410220 54302	Repairs - Vehicles	23,000	25,673	20,000	18,136	18,136	(1,864)	-9%
1410220 54304	Repairs - Equipment	2,500	3,991	5,000	4,000	4,000	(1,000)	-20%
1410220 54314	Repairs - Maintenance Cor	8,077	5,687	6,837	6,917	6,917	80	1%
1410240 53300	Training & Tuition	12,500	13,337	20,500	13,650	13,650	(6,850)	-33%
1410240 55310	Comm - Postage	300	600	500	1,000	1,000	500	100%
1410240 55812	Travel-Seminar Costs	2,500	2,316	2,500	800	800	(1,700)	-68%
1410240 58100	Dues & Subscriptions	1,750	7,198	6,613	6,283	6,283	(330)	-5%
1410240 58125	Lease - Vehicles	0	0	0	1,000	1,000	1,000	100%
TOTAL		2,619,013	2,751,749	2,900,821	2,953,588	2,953,588	52,767	2%

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	2,354,211	2,427,372	2,427,372

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Organizational Structure	Sworn	Civilian	Total Staff	Dept. Request	Manager Request
Administration	2	1	3	\$ 200,138	\$ 200,138
Criminal Investigations	9		9	\$ 366,151	\$ 366,151
Patrol					
Patrol A Squad	8		34	\$ 380,382	\$ 380,382
Patrol B Squad	8			\$ 351,903	\$ 351,903
Patrol C Squad	8			\$ 371,528	\$ 371,528
Patrol D Squad	9			\$ 389,991	\$ 389,991
Support Services	4	5.5	9.5	\$ 367,278	\$ 367,278
	48	6.5	55.5	\$ 2,427,372	\$ 2,427,372
Positional Structure					
Chief			1	\$ 85,623	\$ 85,623
Corporal			4	\$ 191,398	\$ 191,398
Court Officer			1	\$ 36,220	\$ 36,220
Deputy Chief			1	\$ 73,731	\$ 73,731
Detective			3	\$ 142,463	\$ 142,463
Information Assist.			1.5	\$ 45,720	\$ 45,720
Lieutenant			6	\$ 343,566	\$ 343,566
Maintenance			1	\$ 26,296	\$ 26,296
MDEA - Funded			1	\$ -	\$ -
MDEA - Resident			1	\$ 41,476	\$ 41,476
Office Manager			1	\$ 40,784	\$ 40,784
Officer			21	\$ 863,246	\$ 863,246
PEO			1	\$ 30,028	\$ 30,028
Police Planner			1	\$ 34,125	\$ 34,125
School Officer			3	\$ 125,798	\$ 125,798
Sergeant			5	\$ 261,870	\$ 261,870
SS Officer			1	\$ 46,941	\$ 46,941
Traffic Officer			1	\$ 38,087	\$ 38,087
			54.5	\$ 2,427,372	\$ 2,427,372

Note: The Auburn Police respond to over 30,000 calls for service in a year, effecting over 1,000 physical arrests. The Police Planner organizes and administers the 15 Auburn Citizen Patrol Team. Since 20% of calls for police do not require a sworn office, there is plenty of assistance these Volunteers can provide, which ultimately improves our Customer Service!

Line Item Narrative

Regular Salaries: The Department is organized into Administrative, Support (responsible for records and support, Patrol, and Criminal Investigation (responsible for investigating all felony cases and those cases forwarded from Patrol).

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Lateral Transfer-APD	Total	-	-	-
Holiday Pay	Total	103,500	103,056	103,056

Estimated Detail of Lateral Transfer-APD

Actual expenses may vary according to changing circumstances

	Cost	Dept. Request	Manager Request
Lateral Transfer-APD			
1st Year	\$ 30,000	\$ -	\$ -
2nd Year	\$ 24,000	\$ -	\$ -
3rd Year	\$ 18,000	\$ -	\$ -
4th Year	\$ 12,000	\$ -	\$ -
5th Year	\$ 6,000	\$ -	\$ -
		<u>\$ -</u>	<u>\$ -</u>

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

	Average Wage	Days	Staff	Dept. Request	Manager Request
Holiday Pay					
Police Staff	\$ 21.77	471	56	\$ 103,056	\$ 103,056
				<u>\$ 103,056</u>	<u>\$ 103,056</u>

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.

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.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Longevity Bonus	Total	400	400	400
Educational Incentive	Total	13,850	9,810	9,810
Sick Leave Incentive	Total	16,500	11,803	11,803

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Amount	Dept. Request	Manager Request
Longevity Bonus			
7 Years	\$ 300.00		
15 Years	\$ 400.00	\$ 400	\$ 400
25 Years	\$ 500.00		
		\$ 400	\$ 400

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	CEU Rate	CEU	Dept. Request	Manager Request
Educational Incentive				
Tuition Rate (Undergraduate)	\$ 218.00	27	\$ 5,886	\$ 5,886
Tuition Rate (Graduate)	\$ 327.00	12	\$ 3,924	\$ 3,924
			\$ 9,810	\$ 9,810

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

	Sick Inc. Days	Avg. Daily Rate	Dept. Request	Manager Request
Sick Leave Incentive				
	37	\$ 319	\$ 11,803	\$ 11,803
			\$ 11,803	\$ 11,803

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. One employee will be due a 15 year longevity payment this year.

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 four officers currently pursuing their undergraduate degree while two officers are pursuing a master's degree. There are currently 19 officers who have furthered their education.

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 37.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Uniform Allowance	Total	17,400	17,605	17,605
Physicals	Total	1,700	2,000	2,000

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Manager Request
Uniform Allowance				
Command / Detectives Staff Allowance	16	\$ 550.00	\$ 8,800	\$ 8,800
Uniforms - Quarter Master System				
Alterations			\$ 100	\$ 100
BDU Pant	50	\$ 58.00	\$ 2,900	\$ 2,900
BDU Shirt L/S	25	\$ 54.00	\$ 1,350	\$ 1,350
BDU Shirt S/S	25	\$ 48.00	\$ 1,200	\$ 1,200
Boots	18	\$ 100.00	\$ 1,800	\$ 1,800
Jacket	2	\$ 225.00	\$ 450	\$ 450
Vests - Replacement				
Bulletproof - 50% reimbursement	3	\$ 335.00	\$ 1,005	\$ 1,005
			\$ 17,605	\$ 17,605

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Manager Request
Physicals				
Command Annual Examinations	11	\$ 150.00	\$ 1,650	\$ 1,650
Pre- Employment	2	\$ 350.00	\$ 350	\$ 350
			\$ 2,000	\$ 2,000

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 three vests this year. Fifty percent of the cost of the bulletproof vest is reimbursed by a federal grant.

Physicals: Pursuant to the collective bargaining agreement, Lieutenants and Sergeants must have an annual physical examination, the cost of which will not exceed \$150 per officer. This account also covers the pre-employment physical examinations for all new officers. The cost of these exams is \$350.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
OSHA Safety Costs	Total	500	730	730
Volunteers in Police Service	Total	100	500	500

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

OSHA Safety Costs	Quantity	Price Each	Dept. Request	Manager Request
Disposable Blankets	1	\$ 51.00	\$ 51	\$ 51
Disposable gloves (cases)	4	\$ 110.00	\$ 440	\$ 440
MSDS Display Rack	2	\$ 30.00	\$ 60	\$ 60
Sharp Containers	2	\$ 7.00	\$ 14	\$ 14
Traffic Vest (ANSI 207 Approved)	5	\$ 33.00	\$ 165	\$ 165
			\$ 730	\$ 730

Estimated Detail of Volunteers in Police Service

Actual expenses may vary according to changing circumstances

Volunteers in Police Service	Dept. Request	Manager Request
Meeting / Training Supplies	\$ 150	\$ 150
Recognition Items	\$ 100	\$ 100
Safety Vests	\$ 100	\$ 100
VIPS Polo Shirts	\$ 150	\$ 150
	\$ 500	\$ 500

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. To date, the program has 17 members who have donated 902 hours of service to the city at a total value of \$17,607.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Regular	Total	30,000	30,003	30,003
OT - Vac Replacement	Total	15,000	15,008	15,008

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Hours Needed	Average OT Rate	Dept. Request	Manager Request
Balloon Festival - Three Day Event	148	\$ 33.34	\$ 4,934	\$ 4,934
Festival of Lights	12	\$ 33.34	\$ 400	\$ 400
Investigation Call-In	112	\$ 34.24	\$ 3,835	\$ 3,835
L/A 5 K Race	6	\$ 33.34	\$ 200	\$ 200
Liberty Festival	60	\$ 33.34	\$ 2,000	\$ 2,000
Patrol Holdover	310	\$ 33.34	\$ 10,334	\$ 10,334
Triathlon-Two Day Event	38	\$ 33.34	\$ 1,267	\$ 1,267
Workers Comp Replacement	205	\$ 33.34	\$ 6,834	\$ 6,834
YMCA 5K Race	6	\$ 33.34	\$ 200	\$ 200
			\$ 30,003	\$ 30,003

Estimated Detail of OT - Vac Replacement

Actual expenses may vary according to changing circumstances

OT - Vac Replacement	Vacation Hours Used	Vacation Hours Replaced	Average Overtime Rate	Dept. Request	Manager Request
Vacation	9,376	450	\$ 33.35	\$ 15,008	\$ 15,008
				\$ 15,008	\$ 15,008

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 450 hours to maintain minimum staffing levels.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Sick Replacement	Total	10,000	13,340	13,340
OT - Mandatory Training	Total	7,000	3,650	3,650

Estimated Detail of OT - Sick Replacement

Actual expenses may vary according to changing circumstances

	Sick Hours Used	Sick Hours Replaced	Average Overtime Rate	Dept. Request	Manager Request
OT - Sick Replacement					
Sick	4,564	400	\$ 33.35	\$ 13,340	\$ 13,340
				\$ 13,340	\$ 13,340

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
OT - Mandatory Training		
Baton Instructor	\$ 450	\$ 450
EVOC Instructors	\$ 550	\$ 550
Firearm Instructors	\$ 2,400	\$ 2,400
TASER Instructor	\$ 250	\$ 250
	\$ 3,650	\$ 3,650

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 400 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, we would have incurred \$34,757 in overtime, under our former system. The department has incorporated the use of in-house instructors to achieve these savings.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Court	Total	17,000	18,551	18,551
PS - General	Total	5,400	6,450	6,450
PS - Testing	Total	1,050	770	770

Estimated Detail of OT - Court

Actual expenses may vary according to changing circumstances

	Court Overtime Hours	Officer Overtime Rate	Dept. Request	Manager Request
OT - Court				
Court Time	582	\$ 31.88	\$ 18,551	\$ 18,551
			\$ 18,551	\$ 18,551

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Manager Request
PS - General				
Unlimited Cruiser Washes	12	\$ 500.00	\$ 6,000	\$ 6,000
Towing	5	\$ 90.00	\$ 450	\$ 450
			\$ 6,450	\$ 6,450

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Manager Request
PS - Testing				
Psychological Testing	2	\$ 385.00	\$ 770	\$ 770
			\$ 770	\$ 770

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 three hours of overtime for each appearance (average \$96) pursuant to collective bargaining agreements. The City of Auburn receives a \$50 reimbursement from the State for each court appearance. The expenditures and proposed budget figures do not reflect the revenues that are received from the State which is approximately \$13,000. 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 with Yvon's for the 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 \$385.00 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.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Animal Control	Total	48,150	49,954	49,954
PS - Uniform Cleaning	Total	17,650	18,654	18,654

Estimated Detail of PS - Animal Control

Actual expenses may vary according to changing circumstances

	Total Cost	Lewiston's Cost 65%	Auburn's Cost 35%	Dept. Request	Manager Request
PS - Animal Control					
Humane Society--\$1.31 Per Capita Fee			\$ 30,654	\$ 30,654	\$ 30,654
Animal Control					
Apparel	\$ 265	\$ 172	\$ 100		
Cell phone	\$ 398	\$ 258	\$ 150		
Deferred Comp	\$ 2,650	\$ 1,723	\$ 1,000		
FICA-Medicare	\$ 2,385	\$ 1,550	\$ 900		
Fuel	\$ 2,650	\$ 1,723	\$ 1,000		
Health Insurance - (employee-child)	\$ 7,950	\$ 5,168	\$ 3,000		
Other Supplies	\$ 2,650	\$ 1,723	\$ 1,000		
Repairs to Vehicle	\$ 530	\$ 345	\$ 200		
Retirement Health Savings	\$ 265	\$ 172	\$ 100		
Tires/tubes	\$ 265	\$ 172	\$ 100		
Wages	\$ 30,078	\$ 19,550	\$ 11,350		
Wellness Benefit	\$ 265	\$ 172	\$ 100		
Worker's Comp	\$ 795	\$ 517	\$ 300		
Subtotal	\$ 51,145	\$ 33,244	\$ 19,300	\$ 19,300	\$ 19,300
				\$ 49,954	\$ 49,954

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - Uniform Cleaning	\$ 18,654	\$ 18,654
	\$ 18,654	\$ 18,654

Line Item Narrative

Purchased Services - Animal Control: By Maine law, the City of Auburn has to assume the responsibility for injured and stray animals as well as provide the community with an Animal Control Officer. The city must either provide a shelter for these animals or contract with an agency to provide for the care. The City of Auburn provides this service through the Greater Androscoggin Humane Society. The additional cost also includes the shared cost for an animal control officer with the City of Lewiston. Last year, the city transported 116 stray dogs and 357 stray cats to the shelter. This account is shared with Lewiston in a 65/35 split.

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.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Reports, Printing, & Binding	Total	2,096	2,096	2,096
Office Supplies	Total	2,050	2,050	2,050

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Manager Request
Reports, Printing, & Binding				
Cash Receipts		\$ 228.00	\$ 228	\$ 228
Criminal Statute Law	35	\$ 23.00	\$ 805	\$ 805
Envelopes		\$ 178.00	\$ 178	\$ 178
Motor Vehicle Law	35	\$ 23.00	\$ 805	\$ 805
Vehicle Release Forms		\$ 80.00	\$ 80	\$ 80
			\$ 2,096	\$ 2,096

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Average Purchase	Dept. Request	Manager Request
Office Supplies			
<u>95% of All Supplies Are Less Than \$20</u>	\$ 8.90	\$ 2,050	\$ 2,050
		\$ 2,050	\$ 2,050

Line Item Narrative

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

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

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	15,000	16,482	16,482
MV Sup - Tires/Tube/Chain	Total	8,400	9,588	9,588

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Cost	Average Purchase	Dept. Request	Manager Request
Other Sup - Operating				
Evidence Supplies			\$ 2,500	\$ 2,500
Janitorial Supplies--Miscellaneous		\$ 152.34	\$ 2,132	\$ 2,132
LED (low profile)	\$ 1,500.00		\$ 1,500	\$ 1,500
Miscellaneous Supplies		\$ 296.81	\$ 4,750	\$ 4,750
TASER	\$ 1,200.00		\$ 1,200	\$ 1,200
Training Supplies			\$ 1,000	\$ 1,000
Uniform Equipment--Miscellaneous		\$ 175.50	\$ 2,800	\$ 2,800
Vehicle Supplies--Miscellaneous		\$ 151.88	\$ 600	\$ 600
			\$ 16,482	\$ 16,482

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Mounting	Dept. Request	Manager Request
MV Sup - Tires/Tube/Chain					
Snow Tires	40	\$ 109.87	\$ 15.00	\$ 4,995	\$ 4,995
Summer Tires	40	\$ 99.84	\$ 15.00	\$ 4,594	\$ 4,594
				\$ 9,588	\$ 9,588

Line Item Narrative

Other Supplies - Operating: This account funds operating supplies including: portable radio batteries, flashlights, batons, 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 - Gas & Oil: This account funds high performance tires for the police cruisers. The department participates in the statewide tire bid process. We then pay for the installation and service of tires from a local vendor.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Gas & Oil	Total	82,500	82,606	75,906
Utilities - Water/Sewer	Total	600	910	910
Comm - Telephone	Total	18,460	18,575	18,575

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Vehicles	Gallons	Price	Dept. Request	Manager Request
MV Sup - Gas & Oil					
Patrol Vehicles	11	26,500	\$ 2.49	\$ 65,985	\$ 59,285
Support & Administration	8	6,675	\$ 2.49	\$ 16,621	\$ 16,621
				\$ 82,606	\$ 75,906

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Gallons	Water	Sewer	Dept. Request	Manager Request
Utilities - Water/Sewer					
Water and Sewer	14,800	\$ 290.00	\$ 620.00	\$ 910	\$ 910
				\$ 910	\$ 910

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Units	Monthly Fee	Dept. Request	Manager Request
Comm - Telephone				
Air Cards (Mobile Data Transmission)	11	\$ 537.50	\$ 6,450	\$ 6,450
Cell Phones	13	\$ 665.00	\$ 7,980	\$ 7,980
Long Distance		\$ 166.67	\$ 2,000	\$ 2,000
Teletype Line		\$ 178.75	\$ 2,145	\$ 2,145
			\$ 18,575	\$ 18,575

Line Item Narrative

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

Utilities - Water & Sewer: This account funds the costs of water and sewerage services at police headquarters.

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

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Electricity	Total	33,000	32,000	30,000
Utilities - Heating Fuel	Total	15,000	14,538	14,538
Repairs - Buildings	Total	2,000	2,000	2,000

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	Kilowatts Used	Cost Per Day	Dept. Request	Manager Request
	222,000	\$ 96.80	\$ 32,000	\$ 30,000
			\$ 32,000	\$ 30,000

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	Gallons	Cost	Dept. Request	Manager Request
Heating	7,200	\$ 2.02	\$ 14,538	\$ 14,538
			\$ 14,538	\$ 14,538

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Quantity	Price Each	Dept. Request	Manager Request
HVAC Repairs			\$ 725	\$ 725
Light bulbs (4ft) boxes	6	\$ 50.00	\$ 300	\$ 300
Light bulbs (8 ft) boxes	2	\$ 65.00	\$ 130	\$ 130
Light bulbs (energy efficient)	4	\$ 10.00	\$ 40	\$ 40
Light Sensor Switch	11	\$ 55.00	\$ 605	\$ 605
Painting (repairs)			\$ 200	\$ 200
			\$ 2,000	\$ 2,000

Line Item Narrative

Utilities - Electric: This account funds the expenditures for electricity at the police station. Efforts were made to work with Efficiency Maine to assist in the reduction of the kilowatt usage. The first phase of the project was the installation of motion sensing light switches. Phase two of the project will include the installation of energy efficient fluorescent lighting and ballasts.

Utilities - Heating Fuel: This account funds the expenditures for #2 heating fuel oil.

Repairs - Building: This account is for miscellaneous repairs to the building not included under maintenance agreements. Examples include painting, plumbing and door repairs. The costs of phase two of the energy efficiency project are included in this line item.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Vehicles	Total	20,000	18,136	18,136
Repairs - Equipment	Total	5,000	4,000	4,000

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Vehicles	Preventive	Alignments	Trans- mission	Brakes	Dept. Request	Manager Request
Patrol	11	\$ 3,828.00	\$ 484.00	\$ 3,200.00	\$ 6,000.00	\$ 13,512	\$ 13,512
Support & Admin.	8	\$ 1,360.00	\$ 264.00		\$ 3,000.00	\$ 4,624	\$ 4,624
						\$ 18,136	\$ 18,136

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Quantity	Cost	Dept. Request	Manager Request
Radar calibration	15	\$ 80.00	\$ 1,200	\$ 1,200
Radar Repairs	2	\$ 150.00	\$ 300	\$ 300
Bicycle tune up	4	\$ 100.00	\$ 400	\$ 400
Gas nozzle	2	\$ 100.00	\$ 200	\$ 200
Taser Repairs	2	\$ 450.00	\$ 900	\$ 900
Mobile Radio Repairs			\$ 500	\$ 500
Mobile Data Terminal Repairs			\$ 500	\$ 500
			\$ 4,000	\$ 4,000

Line Item Narrative

Repairs Vehicle: The preventative maintenance performed on the cruisers averages \$5,200 per year for nineteen vehicles. Approximately \$12,900 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 led to a reduction 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.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Maintenance Contract	Total	6,837	6,917	6,917
Training & Tuition	Total	20,500	13,650	13,650

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Maintenance Contract		
AAA Fire-Extinguisher Inspection	\$ 54	\$ 54
Fire Suppression Unit Inspection (Gas Pump)	\$ 88	\$ 88
Fuel Master	\$ 950	\$ 950
HVAC	\$ 2,200	\$ 2,200
ID Card System	\$ 300	\$ 300
Motorola	\$ 2,220	\$ 2,220
Recharge Fire Extinguishers	\$ 490	\$ 490
Replace Extinguishers	\$ 510	\$ 510
Underground Tank Inspection	\$ 105	\$ 105
	\$ 6,917	\$ 6,917

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
EVOC Instructor School	\$ 1,500	\$ 1,500
JPMA - Online Training	\$ 2,500	\$ 2,500
Officer Development	\$ 1,500	\$ 1,500
PepperBall Ammunition	\$ 900	\$ 900
Supervisor Development	\$ 3,000	\$ 3,000
TASER Recertification	\$ 900	\$ 900
Training Ammunition	\$ 3,350	\$ 3,350
	\$ 13,650	\$ 13,650

Line Item Narrative

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

Training & Tuition: This This account funds the cost of training for various courses, specialized courses and training equipment and materials. This includes annual tactical firearms (ammunition and targets), 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. 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. The cost for participation in this program is reduced because of our participation in the association.

City of Auburn

Police Budget

Line Items		Last Year	Dept. Request	Manager Request
Comm - Postage	Total	500	1,000	1,000
Travel-Seminar Costs	Total	2,500	800	800
Dues & Subscriptions	Total	6,613	6,283	6,283

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Manager Request
Travel-Seminar Costs				
Maine Chiefs of Police Fall Conference	2	\$ 300.00	\$ 600	\$ 600
Maine Chiefs of Police Winter Conference	2	\$ 100.00	\$ 200	\$ 200
			\$ 800	\$ 800

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
CALEA	\$ 4,863	\$ 4,863
FBI National Academy	\$ 150	\$ 150
IACP NET	\$ 800	\$ 800
IACP, MACP, NEACP	\$ 370	\$ 370
NESPIN	\$ 100	\$ 100
	\$ 6,283	\$ 6,283

Note: The first \$10,000 of CALEA Accreditation was paid for by a grant. This expenditure is year 2 of MREDA

Line Item Narrative

Communication - Postage: This This accounts funds postage costs for the department. The agency does numerous mailings for alarm and parking billings.

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

Dues & Subscriptions: This account funds expenditures for subscriptions, publications, and dues for professional organizations. We are currently in our second year of our CALEA accreditation cycle.

City of Auburn

Police Budget

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

Estimated Detail of Lease - Vehicles

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Lease Vehicles: This is a new line item, but not a new purchase. It's just now that it's broken out to reflect actual costs of our lease agreement. The department is currently in its second year of a two- year lease agreement for two police motor-cycles.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0310 Property								
1310200 51100	Regular Salaries	14,250	14,821	16,900	17,585	17,585	685	4%
1310205 53400	PS - General	90,822	87,216	91,350	94,374	94,374	3,024	3%
1310210 56000	Office Supplies	0	1,397	0	0	0	0	0%
1310210 56002	Other Sup-Operating	3,000	5,719	5,000	4,600	4,600	(400)	-8%
1310215 54100	Utilities - Water/Sewer	4,500	3,263	4,500	3,362	3,362	(1,138)	-25%
1310215 55320	Comm - Telephone	26,700	25,956	36,402	39,568	39,568	3,166	9%
1310215 56220	Utilities - Electricity	80,000	93,130	89,900	96,193	96,193	6,293	7%
1310215 56240	Utilities - Heating Fuel	34,000	44,323	35,380	38,905	38,905	3,525	10%
1310220 54300	Repairs - Buildings	3,500	11,292	6,000	6,000	6,000	0	0%
1310220 54304	Repairs - Equipment	500	500	500	1,500	1,500	1,000	200%
1310220 54314	Repairs - Maintenance Cor	2,750	1,121	0	0	0	0	0%
1310240 54400	Rental - Photocopiers	16,500	16,620	17,100	8,000	8,000	(9,100)	-53%
1310240 55210	Insurance Premiums	298,317	281,590	298,317	284,412	284,412	(13,905)	-5%
1310240 55212	Insurance Reimbursement	15,000	6,347	5,000	11,000	11,000	6,000	120%
1310240 55310	Comm - Postage	17,300	20,096	23,000	24,250	24,250	1,250	5%
1310240 55400	Advertising	225	2	225	0	0	(225)	-100%
1310240 55810	Travel - Mileage Reimburs	0	26	150	0	0	(150)	-100%
1310240 58918	LAWPCA Lease	250	250	250	0	0	(250)	-100%
1310240 58922	Utility Reimbursement fro	(65,000)	(54,406)	(76,667)	0	0	76,667	-100%
TOTAL		542,614	559,263	553,307	629,749	629,749	76,442	14%

City of Auburn

Property Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	16,900	17,585	17,585
PS - General	Total	91,350	97,374	94,374

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Rate	Hours / Week	Staff	Dept. Request	Manager Request
Regular Salaries					
Custodian	\$ 13.53	25	1	\$ 17,585	\$ 17,585
			1	\$ 17,585	\$ 17,585

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Notes	Location	Dept. Request	Manager Request
PS - General				
Annual Fire Alarm Testing	NFPA 10	Auburn Hall	\$ 1,850	\$ 1,850
Audio Visual Equipment	Maintenance Agreement		\$ 3,000	\$ -
Copier Maintenance Contract	IKON & Portland Computer		\$ 11,025	\$ 11,025
Elevator Certificate		Auburn Hall	\$ 350	\$ 350
Elevator Contract	OTIS		\$ 4,740	\$ 4,740
Fire Extinguishers Annual Testing	Hydrostatic Testing	Auburn Hall	\$ 400	\$ 400
HVAC Maintenance Contract	Siemens (Yr 5 of 5)		\$ 18,610	\$ 18,610
IP phones Maintenance	Central Maine Communication		\$ 9,000	\$ 9,000
Janitorial Services	Pat's Cleaning (Yr 2 of 3)	Auburn Hall	\$ 45,209	\$ 45,209
Lift Rental For Window Cleaning		Auburn Hall	\$ 1,200	\$ 1,200
Printer Maintenance (3 machines)			\$ 1,000	\$ 1,000
Spring Water			\$ 400	\$ 400
Sprinkler Quarterly Testing		Auburn Hall	\$ 590	\$ 590
			\$ 97,374	\$ 94,374

Line Item Narrative

Regular Salaries: This line funds the custodian at Auburn Hall.

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 Works, and Fire.

City of Auburn

Property Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup-Operating	Total	5,000	4,600	4,600
Utilities - Water/Sewer	Total	4,500	3,362	3,362
Comm - Telephone	Total	36,402	43,168	39,568

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

Other Sup-Operating		Dept. Request	Manager Request
Towels , Toilet Paper & Liners		\$ 3,300	\$ 3,300
Light Bulbs		\$ 1,200	\$ 1,200
Misc. Supplies		\$ 100	\$ 100
		\$ 4,600	\$ 4,600

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Sprinkler	Sewer	Water	5% Sewer Increase	Dept. Request	Manager Request
Auburn Hall	\$ 750	\$ 1,323	\$ 543	\$ 66	\$ 2,682	\$ 2,682
Festival Plaza			\$ 680		\$ 680	\$ 680
					\$ 3,362	\$ 3,362

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Location	Dept. Request	Manager Request
Dark Fiber	Oxford Networks AH, PD, PW, FD, PR	\$ 18,580	\$ 14,980
High Speed Internet	AH, PD, PW, FD, PR	\$ 8,820	\$ 8,820
High Speed Time Warner Connection	Engine 2	\$ 1,224	\$ 1,224
Two Primary Rate Interface Lines - Phone Switches	All Locations	\$ 11,184	\$ 11,184
Long Distance Auburn Hall only		\$ 3,360	\$ 3,360
		\$ 43,168	\$ 39,568
	School Department Contribution		\$ 10,956
	Net Cost		\$ 28,612

Line Item Narrative

Other Supplies - Operating: See Above.

Utilities - Water& Sewer: See Above.

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.

City of Auburn

Property Budget

Line Items		Last Year	Dept. Request	Manager Request
Utilities - Electricity	Total	89,900	96,193	96,193
Utilities - Heating Fuel	Total	35,380	38,905	38,905
Repairs - Buildings	Total	6,000	6,000	6,000

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	Usage KW	Dept. Request	Manager Request
Auburn Hall--Estimated increase of 7%	558,794	\$ 96,193	\$ 96,193
		\$ 96,193	\$ 96,193
Enernoc Agreement			\$ 7,000
Net Cost			\$ 89,193

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	Unit Price	Usage- gallons	Usage- Cubic feet	Dept. Request	Manager Request
Natural Gas			25,730	\$ 36,980	\$ 36,980
Diesel Fuel for Generator		\$ 700		\$ 1,925	\$ 1,925
				\$ 38,905	\$ 38,905

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Dept. Request	Manager Request
General Repairs	\$ 6,000	\$ 6,000
	\$ 6,000	\$ 6,000

Line Item Narrative

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 \$7,000. 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.

Utilities - Heating Fuel: See Above.

City of Auburn

Property Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Equipment	Total	500	1,500	1,500
Rental - Photocopiers	Total	17,100	8,000	8,000
Insurance Premiums	Total	298,317	284,412	284,412

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment		
Typewriter Repair/Replacement	\$ 500	\$ 500
IP Phones Replacements	\$ 1,000	\$ 1,000
	\$ 1,500	\$ 1,500

Estimated Detail of Rental - Photocopiers

Actual expenses may vary according to changing circumstances

	Quantity	Dept. Request	Manager Request
Rental - Photocopiers			
Copier Paper	250	\$ 8,000	\$ 8,000
		\$ 8,000	\$ 8,000

Estimated Detail of Insurance Premiums

Actual expenses may vary according to changing circumstances

	Total Coverage	Dept. Request	Manager Request
Insurance Premiums			
Automobile Coverage	\$ 11,456,376	\$ 73,110	\$ 73,110
Buildings and Contents Coverage	\$ 45,040,382	\$ 96,558	\$ 96,558
General/Public Safety Liability		\$ 90,692	\$ 90,692
Public Officials Liability		\$ 22,252	\$ 22,252
Other	\$ 2,083,589	\$ 1,800	\$ 1,800
	\$ 58,580,347	\$ 284,412	\$ 284,412

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 hiring a consultant to oversee the bid process. That cost would be estimated at \$6,000 to \$7,000.

City of Auburn

Property Budget

Line Items		Last Year	Dept. Request	Manager Request
Insurance Reimbursements	Total	5,000	11,000	11,000
Comm - Postage	Total	23,000	24,250	24,250

Estimated Detail of Insurance Reimbursements

Actual expenses may vary according to changing circumstances

Insurance Reimbursements			Dept. Request	Manager Request
Auto	\$	1,000	\$ 1,000	\$ 1,000
Buildings	\$	5,000	\$ 5,000	\$ 5,000
Professional Liability	\$	5,000	\$ 5,000	\$ 5,000
			\$ 11,000	\$ 11,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage			Dept. Request	Manager Request
Metered Postage for Auburn Hall	\$	21,500	\$ 21,500	\$ 21,500
Rental of Machine	\$	2,750	\$ 2,750	\$ 2,750
			\$ 24,250	\$ 24,250

Line Item Narrative

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

Communication - Postage: The postage machine weighs the mail and assigns postage based on weight, not article, or piece.



City of Auburn

Master List

Fiscal Year 2010
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Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
0505 Public Works								
1505200 51100	Regular Salaries	2,000,522	2,255,626	2,017,902	2,155,521	2,155,521	137,619	7%
1505200 51118	Longevity Bonus	400	0	500	500	500	0	0%
1505200 51120	Educational Incentive	6,400	6,974	6,100	8,583	8,583	2,483	41%
1505200 51122	Sick Leave Incentive	12,500	19,741	10,000	11,505	11,505	1,505	15%
1505200 51124	Uniform Allowance	41,395	40,545	40,915	42,067	42,067	1,152	3%
1505200 51126	Physicals	640	2,056	840	1,770	1,770	930	111%
1505200 51128	OSHA Safety Costs	4,500	3,119	5,000	5,000	5,000	0	0%
1505200 51300	OT - Regular	28,000	50,527	35,000	20,000	20,000	(15,000)	-43%
1505200 51322	OT - Winter Road Mainten	143,000	247,359	143,000	161,000	161,000	18,000	13%
1505200 51324	OT - Fleet Services	12,000	5,887	11,000	8,000	8,000	(3,000)	-27%
1505200 51326	OT - Recycling	6,000	13,301	7,000	1,000	1,000	(6,000)	-86%
1505200 51328	OT - Traffic	8,000	10,434	11,000	6,000	6,000	(5,000)	-45%
1505200 51330	OT - Sand Removal	5,000	1,552	3,500	3,500	3,500	0	0%
1505205 53400	PS - General	16,500	31,966	19,000	15,690	15,690	(3,310)	-17%
1505205 53412	PS - Snow Removal	26,200	30,342	27,557	10,000	10,000	(17,557)	-64%
1505205 53418	PS - Tree Removal	3,000	1,667	5,000	5,500	5,500	500	10%
1505205 53420	PS - Centerline Striping	38,000	44,602	41,000	41,422	41,422	422	1%
1505205 53424	Solid Waste Disposal	327,290	321,236	335,900	316,025	316,025	(19,875)	-6%
1505205 53426	Solid Waste Collection	303,287	303,414	312,385	325,193	325,193	12,808	4%
1505210 55500	Reports, Printing, & Bindin	500	1,011	500	500	500	0	0%
1505210 56000	Office Supplies	1,500	3,120	1,500	2,000	2,000	500	33%
1505210 56002	Other Sup - Operating	4,500	3,373	4,450	4,702	4,702	252	6%
1505210 56010	Other Sup - Maintenance	34,750	45,253	32,000	32,000	32,000	0	0%
1505210 56013	Other Supplies - Welding	0	0	10,000	15,000	15,000	5,000	50%
1505210 56018	Other Sup - Traffic Paint	10,950	48	10,950	11,831	11,831	881	8%
1505210 56020	Other Sup - Sign Material	21,000	10,969	21,000	22,000	22,000	1,000	5%
1505210 56022	Other Sup - Pre-Mix Asph	45,000	68,871	54,100	78,800	78,800	24,700	46%
1505210 56024	Other Sup - Culvert/Basin	38,000	37,131	40,285	43,576	43,576	3,291	8%
1505210 56026	Other Sup - Bridge/Fence	4,000	2,923	4,000	3,665	3,665	(335)	-8%
1505210 56028	Other Sup - Loam/Seed	13,500	6,517	13,500	16,125	16,125	2,625	19%
1505210 56030	Other Sup - Calcium Chlo	44,000	41,794	43,550	41,910	41,910	(1,640)	-4%
1505210 56032	Other Sup - Road Salt	206,000	263,060	240,600	293,406	293,406	52,806	22%
1505210 56034	Other Sup - Safety Equipn	11,500	9,057	11,500	11,518	11,518	18	0%
1505210 56036	Other Sup - Small Tools	9,500	5,243	10,000	15,150	15,150	5,150	52%
1505210 56038	Other Sup - Gravel	69,150	47,638	69,000	87,911	87,911	18,911	27%
1505210 56040	Other Sup - MV Repair	88,750	102,285	90,000	98,000	98,000	8,000	9%



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #	Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
1505210 56042	Other Sup - Equip Repairs	72,000	43,106	70,000	75,000	75,000	5,000	7%
1505210 56046	MV Sup - Tires/Tube/Chr	35,400	52,138	50,000	65,000	65,000	15,000	30%
1505210 56048	MV Sup - Gas & Oil	239,500	390,527	353,350	325,630	325,630	(27,720)	-8%
1505210 56050	MV Sup - Plow/Grader Bl	16,000	43,394	33,122	34,823	34,823	1,701	5%
1505210 56052	MV Sup - Other	41,000	39,967	39,000	43,800	43,800	4,800	12%
1505215 54100	Utilities - Water/Sewer	3,600	3,369	3,900	3,543	3,543	(357)	-9%
1505215 55320	Comm - Telephone	6,800	9,927	4,400	4,380	4,380	(20)	0%
1505215 56220	Utilities - Electricity	38,500	45,275	41,195	42,800	42,800	1,605	4%
1505220 54300	Repairs - Buildings	20,000	19,488	18,000	19,000	19,000	1,000	6%
1505220 54302	Repairs - Vehicles	24,000	53,921	26,000	26,000	26,000	0	0%
1505220 54304	Repairs - Equipment	26,000	16,415	27,000	27,000	27,000	0	0%
1505220 54308	Repairs - Radio Equipmen	2,500	3,936	1,000	1,000	1,000	0	0%
1505240 53300	Training & Tuition	5,000	7,916	5,000	5,050	5,050	50	1%
1505240 55310	Comm - Postage	500	1,552	500	400	400	(100)	-20%
1505240 55400	Advertising	4,800	1,784	0	0	0	0	0%
1505240 55810	Travel-Mileage	200	1,200	350	350	350	0	0%
1505240 55812	Travel-Seminar Costs	750	1,720	1,000	100	100	(900)	-90%
1505240 58100	Dues & Subscriptions	1,425	2,674	1,700	1,855	1,855	155	9%
1505240 58927	Leachate Hauling	33,150	7,506	40,000	40,000	40,000	0	0%
TOTAL		4,156,359	4,784,457	4,405,051	4,632,100	4,632,100	227,049	5%

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Regular Salaries	Total	2,017,902	2,155,521	2,155,521

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staffing Level	Dept. Request	Manager Request
Public Works Director	1	\$ 83,564	\$ 83,564
Assistant Public Works Director	1	\$ 74,962	\$ 74,962
Administrative Assistant	1	\$ 31,599	\$ 31,599
Arborist & Arborist Assistant	2	\$ 65,825	\$ 65,825
Building Maintenance	1	\$ 28,130	\$ 28,130
Building Maintenance Tech I	2	\$ 71,467	\$ 71,467
Equipment Operator	17	\$ 451,041	\$ 451,041
Equipment Operator I	4	\$ 145,084	\$ 145,084
Equipment Operator II	10	\$ 339,606	\$ 339,606
Fleet Supervisor	1	\$ 55,994	\$ 55,994
Highway Supervisors	4	\$ 187,403	\$ 187,403
Inventory Technician I	1	\$ 29,503	\$ 29,503
Maintenance Person	2	\$ 45,718	\$ 45,718
Mechanics	6	\$ 212,229	\$ 212,229
Office Manager	1	\$ 41,737	\$ 41,737
Operations Manager	1	\$ 60,469	\$ 60,469
Recycling Collector	2	\$ 62,044	\$ 62,044
Stock Room Attendant	1	\$ 29,503	\$ 29,503
Summer Temp	4	\$ -	\$ -
Traffic Technician I	1	\$ 36,271	\$ 36,271
Traffic Technician II	1	\$ 30,401	\$ 30,401
Welders	2	\$ 72,971	\$ 72,971
		\$ 2,155,521	\$ 2,155,521

Note: Summer help
was moved from
Public Works to
Recreation.

Line Item Narrative

Regular Salaries: Summer is a busy period of time when construction is undertaken, permanent repairs are made and the maintenance of streets, drainage systems, sidewalks and closed landfills is completed. Fall activities are interruptible by weather conditions. Drainage systems are cleaned, construction projects are wrapped up, and preparations are made for winter operations by the stockpiling of materials and the switching over of equipment for winter operations. Winter operations consume a significant amount of the departments resources. The assistance of all personnel is required to maintain up to 21 plow routes and from One to 13 sand/salt trucks during the 24:7 routines. The periods between storms are devoted to snow removal activities necessary to accommodate traffic safety, parking and drainage. Spring Time is a transitional period devoted to the patching of streets, opening up of drainage structures, responding to an occasional springtime flood, switching the trucks back over for summer maintenance and construction activities, and the sweeping and removal of winter sand.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Longevity Bonus	Total	500	500	500
Educational Incentive	Total	6,100	8,583	8,583

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Manager Request
Longevity Bonus				
Employee Longevity	1	\$ 500	\$ 500	\$ 500
			\$ 500	\$ 500

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	Certificates	Cost	Dept. Request	Manager Request
Educational Incentive				
Automotive Service Excellence	14	\$ 250	\$ 3,583	\$ 3,583
Class A license	12	\$ 100	\$ 1,200	\$ 1,200
Class B license	2	\$ 100	\$ 200	\$ 200
Emergency Medical Technician	1	\$ 100	\$ 100	\$ 100
Inspection license	1	\$ 100	\$ 100	\$ 100
Lead Mechanic stipend	1	\$ 950	\$ 950	\$ 950
Lead Mechanic stipend II	1	\$ 1,250	\$ 1,250	\$ 1,250
Tanker Endorsement	10	\$ 100	\$ 1,000	\$ 1,000
Welding Certs	2	\$ 100	\$ 200	\$ 200
			\$ 8,583	\$ 8,583

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. One employee is eligible for a bonus this year.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Sick Leave Incentive	Total	10,000	11,505	11,505
Uniform Allowance	Total	40,915	42,067	42,067

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

	Eligible Employees	Partip. Employees	Earned Sick Days	Converted Vacation Days	Dept. Request	Manager Request
Sick Leave Incentive						
Converted Sick Days	52	17.16	51.48		\$ 6,363	\$ 6,363
Converted Vacation Days	52	10.4		41.6	\$ 5,142	\$ 5,142
					\$ 11,505	\$ 11,505

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Admin	Highway Maint.	Fleet Services	Cost Each	Dept. Request	Manager Request
Uniform Allowance						
Neoprene snorkel gloves		1		\$ 25.00	\$ 25	\$ 25
Prescription safety glasses		10	2	\$ 250.00	\$ 3,000	\$ 3,000
Rain boots, up to 1 set each per		30	5	\$ 25.00	\$ 875	\$ 875
Rainsuits, up to 1 set each per	1	18	6	\$ 40.00	\$ 1,000	\$ 1,000
Replacement gear bags		16		\$ 19.25	\$ 308	\$ 308
Rubber work gloves (12 doz.)		12	3	\$ 15.00	\$ 225	\$ 225
Steel toe hip boots loaned as needed		5		\$ 50.00	\$ 250	\$ 250
Uniform Allowance	2	47.5	12.5	\$ 570.00	\$ 35,340	\$ 35,340
Waders as needed return		3		\$ 100.00	\$ 300	\$ 300
Winter work gloves (doz)		12		\$ 26.00	\$ 312	\$ 312
Work gloves - 3 pair/EE		11	1	\$ 36.00	\$ 432	\$ 432
					\$ 42,067	\$ 42,067

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 52 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.)

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Physicals	Total	840	1,770	1,770
OSHA Safety Costs	Total	5,000	5,000	5,000
OT - Regular	Total	35,000	35,000	20,000

Estimated Detail of Physicals*Actual expenses may vary according to changing circumstances*

Physicals	Pre- Employment	Annual Physical Co- Pay	Cost	Dept. Request	Manager Request
Personnel	4		\$ 210	\$ 840	\$ 840
		62	\$ 15	\$ 930	\$ 930
				\$ 1,770	\$ 1,770

Estimated Detail of OSHA Safety Costs*Actual expenses may vary according to changing circumstances*

OSHA Safety Costs	Cost	Dept. Request	Manager Request
Four Element Gas Detectors, Confined Space Entry	\$ 200	\$ 200	\$ 200
Hearing Tests etc.	\$ 1,700	\$ 1,700	\$ 1,700
Lock Out Tag Out	\$ 500	\$ 500	\$ 500
Miscellaneous Supplies and Safety Equipment	\$ 600	\$ 600	\$ 600
Trenching - Shoring Protection	\$ 2,000	\$ 2,000	\$ 2,000
		\$ 5,000	\$ 5,000

Estimated Detail of OT - Regular*Actual expenses may vary according to changing circumstances*

OT - Regular	Units	OT Hours	Rate	Dept. Request	Manager Request
Construction Overtime		631.3	\$ 23.00	\$ 14,520	\$ 7,000
Emergency Call-ins		426	\$ 33.78	\$ 14,390	\$ 12,000
Street Excavations Inspections	290		\$ 21.00	\$ 6,090	\$ 1,000
				\$ 35,000	\$ 20,000

Line Item Narrative

Physicals: This account funds pre-employment physicals, annual physical co-pay and disability assessments.

OSHA Safety: This accounts funds expenses such as: safety equipment facility improvements, personal protective equipment, hazard communication, facility improvements, etc.

OT Regular: Construction Overtime is when the day is extended to complete a project, instead of having to return the next day. Emergency Call-ins account for supervisors and crew members to respond to road calls; sink holes, trees down.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Winter Road Maintenance	Total	143,000	161,000	161,000
OT - Fleet Services	Total	11,000	8,000	8,000

Estimated Detail of OT - Winter Road Maintenance

Actual expenses may vary according to changing circumstances

	Total Winter Overtime Hours	Amount	Inches	Storms	Dept. Request	Manager Request
OT - Winter Road Maintenance						
FY 2000-2001	8,656	\$ 148,148	103	27		
FY 2001-2002	5,399	\$ 102,371	44.5	22		
FY 2002-2003	6,462	\$ 139,953	60.25	21		
FY 2003-2004	4,905	\$ 97,428	46.75	11		
FY 2004-2005	8,513	\$ 171,190	104.8	24		
FY 2005-2006	4,703	\$ 99,667	32.5	23		
FY 2006-2007	6,434	\$ 142,537	69	12		
FY 2007-2008	10,896	\$ 247,357	133.75	28		
Est. FY2010					\$ 161,000	\$ 161,000
Average	6,996	\$ 143,581	74	21	\$ 161,000	\$ 161,000

Estimated Detail of OT - Fleet Services

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
OT - Fleet Services	\$ 8,000	\$ 8,000
	\$ 8,000	\$ 8,000

Line Item Narrative

Winter Road Maintenance: This account funds overtime for snow plowing, sanding and snow removal. The department has nearly 7,000 hours per year over the past 8 years.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
OT - Recycling	Total	7,000	10,000	1,000
OT - Traffic	Total	11,000	8,000	6,000
OT - Sand Removal	Total	3,500	3,500	3,500

Estimated Detail of OT - Recycling*Actual expenses may vary according to changing circumstances*

	FY07	FY08	FY09	Dept. Request	Manager Request
OT - Recycling					
Recycling Operations	\$ 8,006	\$ 13,301	\$ 14,000	\$ 10,000	\$ 1,000
				\$ 10,000	\$ 1,000

Estimated Detail of OT - Traffic*Actual expenses may vary according to changing circumstances*

	Avg. OT Rate	Hours	Quantity	Dept. Request	Manager Request
OT - Traffic					
Extended Shifts for Painting (Evening)	\$ 20.00	280		\$ 5,600	\$ 3,600
Weekend Events			12	\$ 2,400	\$ 2,400
				\$ 8,000	\$ 6,000

Estimated Detail of OT - Sand Removal

	Miles	Hours	Dept. Request	Manager Request
OT - Sand Removal				
	112	150	\$ 3,500	\$ 3,500
			\$ 3,500	\$ 3,500

Line Item Narrative

Overtime - Recycling: This account funds overtime costs incurred by the recycling crew during periods of heavy activity (i.e. after holidays). There was a 5% increase in tonnage collected in the first half of FY 09 over the previous year. Overtime is also influenced by the timing of winter storms.

Overtime - Traffic: Overtime is incurred by crews working extended hours while applying traffic control pavement markings, special events (parades, festivals, etc.), City elections, and during emergency situations when police or fire call for barricades and traffic control. The Department utilizes both traffic technicians as crew leaders. This practice allowed one of the crews to work an altered work shift, thereby reducing the requirement for overtime. Despite these efforts and the increased demand for traffic control during special events this has been decreased because of the attempt to preposition materials during regular operating hours.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - General	Total	19,000	37,690	15,690
PS - Snow Removal	Total	27,557	28,125	10,000

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
PS - General		
Fire extinguishers/Inspections	\$ 350	\$ 350
Fuel Tank Annual Inspections/ Boiler Inspection	\$ 190	\$ 190
Herbicide Applications	\$ 20,000	\$ -
Hiring Companies To Perform Blasting To Remove Ledge Outcrops	\$ 3,000	\$ 3,000
Lease Of Land For Materials Storage	\$ 2,000	\$ 2,000
Regulatory Fees	\$ 800	\$ 800
Rental Of Construction Equipment That The City Doesn't Own	\$ 5,000	\$ 3,000
Rental of Equipment When Our Own Equipment Is Being Repaired	\$ 2,550	\$ 2,550
Televiewing Of Combined Stormwater And Sanitary Sewer Lines	\$ 500	\$ 500
Time Clock	\$ 300	\$ 300
Wrecker Services (Towing), Motor Vehicle Inspection Stickers	\$ 3,000	\$ 3,000
	\$ 37,690	\$ 15,690

Estimated Detail of PS - Snow Removal

Actual expenses may vary according to changing circumstances

	Occurance	Cost	Dept. Request	Manager Request
PS - Snow Removal				
Cook St. Parking Lot	18	\$ 350	\$ 6,300	\$ -
Intermittent--Bulldozer Rental			\$ 2,000	\$ 2,000
New Auburn Area and Community Center	8x by APW	\$ 49,600	\$ -	\$ -
Pleasant/Drummond Street Parking Lot	18	\$ 400	\$ 7,200	\$ -
Snow dump Area Lease			\$ 2,000	\$ 2,000
Snow Equipment Rental As Needed (truck & loader)	6	\$ 1,500	\$ 9,000	\$ 6,000
Meterologix (DTN)			\$ 1,625	\$ -
			\$ 28,125	\$ 10,000

Line Item Narrative

Purchased Services - General: See Above.

Purchased Services - Snow Removal: This account funds the cost of snow removal provided by private contractors and in various parking lots. The costs 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 an ongoing service during snow storms. Included within this account is contracted snow removal from parking lots, bulldozer rental, DTN weather forecasting services, snow dump area lease.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
PS - Tree Removal	Total	5,000	5,500	5,500
PS - Centerline Striping	Total	41,000	41,422	41,422

Estimated Detail of PS - Tree Removal

Actual expenses may vary according to changing circumstances

	Occurance	Cost	Dept. Request	Manager Request
PS - Tree Removal				
Private Bucket Truck Rental			\$ 1,500	\$ 1,500
Stump Chipping	50	\$ 40.00	\$ 2,000	\$ 2,000
Tree plantings / Replacement	10	\$ 200.00	\$ 2,000	\$ 2,000
			\$ 5,500	\$ 5,500

Estimated Detail of PS - Centerline Striping

Actual expenses may vary according to changing circumstances

	Linear Feet	Cost	Dept. Request	Manager Request
PS - Centerline Striping				
<u>Part I - Fall 2009 Program</u>				
Double Yellow Centerline	70,000	\$ 0.0590	\$ 4,130	\$ 4,130
White & Yellow Edge and lane lines	10,000	\$ 0.0300	\$ 300	\$ 300
White Lane Lines	30,000	\$ 0.0300	\$ 900	\$ 900
<u>Part II - Spring 2010 Program</u>				
Double Yellow Centerline	480,000	\$ 0.0590	\$ 28,320	\$ 28,320
White & Yellow Edge and lane lines	66,000	\$ 0.0315	\$ 2,079	\$ 2,079
White Lane Lines	103,000	\$ 0.0310	\$ 3,193	\$ 3,193
Striping Paving Projects			\$ 2,500	\$ 2,500
			\$ 41,422	\$ 41,422

Line Item Narrative

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 stump chipping. Some funds are also used to cover the costs of replacing trees or landscaping. The department is receiving an increased number of requests to plant replacement trees.

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). Pavement marking is considered to be one of the least expensive and most effective means of conveying certain traffic regulations, warnings, and guidance to motorists. They are most beneficial along rural roadways, at night and during inclement weather. This program consists of two phases: In the fall, portions of the arterials are re-striped for greater visibility and any designated streets that have been recently resurfaced are re-marked; the second phase, which is the major part of the striping of all designated arterial and collector roadways serving important transportation routes.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Solid Waste Disposal	Total	335,900	318,525	316,025

Estimated Detail of Solid Waste Disposal

Actual expenses may vary according to changing circumstances

	Quantity	Cost/Ton	Dept. Request	Manager Request
Solid Waste Disposal				
Auburn res. curbside collection	7,500	29	\$ 217,500	\$ 215,000
Auburn residential drop-off	675	29	\$ 19,575	\$ 19,575
Dead Animal Disposal			\$ 700	\$ 700
Dumpster Rental		200	\$ 2,400	\$ 2,400
E Waste Hauling			\$ -	\$ -
Hazardous Waste Abatement			\$ 500	\$ 500
Household Hazardous Waste disposal program			\$ 7,500	\$ 7,500
Illicit waste removal	50	70	\$ 3,500	\$ 3,500
Leaves			\$ 900	\$ 900
Processing Area Lease			\$ 2,000	\$ 2,000
Processing Recyclables	850	29	\$ -	\$ -
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	350 tons	2	\$ 700	\$ 700
Chip Wood	200 tons	11	\$ 2,200	\$ 2,200
Metal	50 tons	50	\$ 2,500	\$ 2,500
OBW residential Spring Cleanup	500 tons	85	\$ 42,500	\$ 42,500
Propane tanks	200	2	\$ 400	\$ 400
Tire disposal (residential)	35 tons		\$ 4,200	\$ 4,200
Waste Hauling			\$ 8,600	\$ 8,600
			\$ 318,525	\$ 316,025

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 and the reinstatement of a full Spring clean up program.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Solid Waste Collection	Total	312,385	325,193	325,193
Reports, Printing, & Binding	Total	500	500	500
Office Supplies	Total	1,500	2,000	2,000

Estimated Detail of Solid Waste Collection

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
Solid Waste Collection			
Year 1: FY 04-05	277,550		
Year 2: FY 05-06	285,877		
Year 3: FY 06-07	294,453		
Year 4: FY 07-08	303,286		
Year 5: FY 08-09	312,385		
Year 6: FY 09-10	325,193	\$ 325,193	\$ 325,193
		\$ 325,193	\$ 325,193

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Reports, Printing, & Binding	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Office Supplies	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Line Item Narrative

Solid Waste Collection: The City has a five year contract with Pine Tree Waste Inc. for the collection of solid waste. This contract was signed jointly with the City of Lewiston, which expires on June 30, 2009. There is a provision which allows us to extend the contract for a sixth and seventh year based upon the Consumer Price Index (CPI). The CPI is anticipated to be 4.1%. Lewiston has elected to extend the contract. We will too.

Reports, Printing & Binding: This account funds item such as business cards, mylar and sepia reproductions, posters, cardboard signs, job orders, and truck inspection forms.

Office Supplies: This account funds miscellaneous supplies such as stationary, envelopes, forms, binders, filing supplies,

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	4,450	4,702	4,702
Other Sup - Maintenance	Total	32,000	32,000	32,000
Other Supplies - Welding	Total	10,000	15,000	15,000

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Other Sup - Operating				
Administration				
Copier and Fax			\$ 350	\$ 350
Print Paper			\$ 420	\$ 420
Highway Maintenance				
12" asphalt cutting blades	12	\$ 110.00	\$ 1,320	\$ 1,320
14" asphalt cutting blades	4	\$ 143.00	\$ 572	\$ 572
Concrete cutting blades @ \$200	2	\$ 220.00	\$ 440	\$ 440
Miscellaneous			\$ 1,600	\$ 1,600
			\$ 4,702	\$ 4,702

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Maintenance		
Fasteners	\$ 32,000	\$ 32,000
	\$ 32,000	\$ 32,000

Estimated Detail of Other Supplies - Welding

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Supplies - Welding		
	\$ 15,000	\$ 15,000
	\$ 15,000	\$ 15,000

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.

Other Supplies - Welding: This account funds operational supplies that are used by the Fleet Welding shop. Items typically include welding rods, oxygen/acetylene, etc. These items were previously funded under two accounts; Operating Supplies -- Maintenance, and Operating Supplies -- Safety Equipment. This year we propose to inventory shaft stock.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Traffic Paint	Total	10,950	11,831	11,831
Other Sup - Sign Material	Total	21,000	22,000	22,000
Other Sup - Pre-Mix Asphalt	Total	54,100	78,800	78,800

Estimated Detail of Other Sup - Traffic Paint

Actual expenses may vary according to changing circumstances

Other Sup - Traffic Paint		Quantity	Usage	Dept. Request	Manager Request
Green Sealant	Gallons	50	\$ 17.60	\$ 880	\$ 880
Glass Beads	Bags	100	\$ 20.35	\$ 2,035	\$ 2,035
Latex White Paint	Gallons	750	\$ 9.77	\$ 7,328	\$ 7,328
Latex Yellow Paint	Gallons	100	\$ 9.88	\$ 988	\$ 988
Miscellaneous Paint Supplies, etc.		0	\$ -	\$ 600	\$ 600
				\$ 11,831	\$ 11,831

Estimated Detail of Other Sup - Sign Material

Actual expenses may vary according to changing circumstances

Other Sup - Sign Material	Dept. Request	Manager Request
See Below.	\$ 22,000	\$ 22,000
	\$ 22,000	\$ 22,000

Estimated Detail of Other Sup - Pre-Mix Asphalt

Actual expenses may vary according to changing circumstances

Other Sup - Pre-Mix Asphalt	Tons	Cost	Dept. Request	Manager Request
Summer use of hot mix asphalt	700	\$ 71.50	\$ 50,050	\$ 50,050
Winter use of pre-mixed asphalt	250	\$ 115.00	\$ 28,750	\$ 28,750
			\$ 78,800	\$ 78,800

Line Item Narrative

Other Supplies - Traffic Paint: This account funds materials used to produce traffic control markings such as arrows, crosswalks, lane lines, parking lanes, and lines to indicate catchbasin locations, and also include materials for sealing traffic islands which do not have plantings. The program has seen an expansion due to additional markings resulting from reconstruction projects. There are about 425 crosswalks that are painted each year.

Other Supplies - Sign Material: This account funds materials to make signs which the traffic line technician and carpenter use 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. Includes other departments too.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Culvert/Basin	Total	40,285	43,576	43,576
Other Sup - Bridge/Fence	Total	4,000	4,715	3,665

Estimated Detail of Other Sup - Culvert/Basin

Actual expenses may vary according to changing circumstances

		Size	Quantity	Cost/Ft	Unit	Dept. Request	Manager Request
Other Sup - Culvert/Basin							
Aluminized Culverts	20'	12"	20		\$ 186.00	\$ 3,720	\$ 3,720
	20'	15"	10		\$ 281.00	\$ 2,810	\$ 2,810
Plastic PVC Culverts	20'	15"	80	\$ 7.70	\$ 154.00	\$ 12,320	\$ 12,320
	20'	18"	20	\$ 11.90	\$ 238.00	\$ 4,760	\$ 4,760
	20'	24"	6	\$ 18.00	\$ 360.00	\$ 2,160	\$ 2,160
Pipes/Underdrain	20'	8"	5	\$ 3.54		\$ 354.00	\$ 354
	100'	10"	5	\$ 5.02		\$ 502.00	\$ 502
	100'	12"	5	\$ 5.72		\$ 572.00	\$ 572
Catch Basin Supplies							\$ -
Brick & Cement						\$ 1,218	\$ 1,218
Frames						\$ 4,420	\$ 4,420
Miscellaneous						\$ 2,000	\$ 2,000
Pre-Cast Basins						\$ 8,740	\$ 8,740
						\$ 43,576	\$ 43,576

Estimated Detail of Other Sup - Bridge/Fence

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Other Sup - Bridge/Fence				
30 Rolls of 100' Snow fence	30	\$ 62.00	\$ 1,860	\$ 1,860
125 Snow fence Stakes	125	\$ 6.70	\$ 838	\$ 838
75 Guardrail Posts	75	\$ 4.50	\$ 338	\$ 338
Misc. Lumber, Materials, Fence, Mailboxes, etc.			\$ 1,050	\$ -
Used Terminal Guardrail Ends		\$ 630.00	\$ 630	\$ 630
			\$ 4,715	\$ 3,665

Line Item Narrative

Other Supplies - Culvert & Basins: This account funds the construction and repair of drainage facilities (i.e., culverts, underdrains, catch basins, inlet structures, etc.). FYI: State law requires municipalities to maintain driveway culverts.

Other Supplies - Bridge & Fence: This account funds materials for repairs to snow fences, bridges, guardrails, fence, steps, mailbox posts, etc., which have deteriorated from age or have been damaged by snow removal activities.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Loam/Seed	Total	13,500	16,125	16,125
Other Sup - Calcium Chloride	Total	43,550	41,910	41,910

Estimated Detail of Other Sup - Loam/Seed

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Manager Request
Other Sup - Loam/Seed				
Conservation Mix	30	\$ 68.00	\$ 2,040	\$ 2,040
Construction Fabric (400X)	4	\$ 465.00	\$ 1,860	\$ 1,860
Excelsior	75	\$ 50.00	\$ 3,750	\$ 3,750
Fertilizer	25	\$ 8.65	\$ 216	\$ 216
Hay Bales	1000	\$ 3.50	\$ 3,500	\$ 3,500
Lime	20	\$ 1.25	\$ 25	\$ 25
Loam	100	\$ 15.00	\$ 1,500	\$ 1,500
Non Woven Construction Fabric (140N)	2	\$ 380.00	\$ 760	\$ 760
Park Athletic Mix	10	\$ 79.00	\$ 790	\$ 790
Siltation Control Fence	30	\$ 37.50	\$ 1,125	\$ 1,125
Sludge Compost	100	\$ 3.00	\$ 300	\$ 300
Staples (Box)	7	\$ 37.00	\$ 259	\$ 259
			\$ 16,125	\$ 16,125

Estimated Detail of Other Sup - Calcium Chloride

Actual expenses may vary according to changing circumstances

	Storms	Gallons / Storm	Gallons / Season	Cost	Dept. Request	Manager Request
Other Sup - Calcium Chloride						
Liquid Calcium						
Winter Use (Pre-wet Rock Salt)	24	1,400		\$ 1.10	\$ 36,960	\$ 36,960
Summer Use (Dust Control-Gravel Roads)			4,500	\$ 1.10	\$ 4,950	\$ 4,950
					\$ 41,910	\$ 41,910

Line Item Narrative

Other Supplies - Loam & Seed: The Department uses loam to stabilize and finish construction 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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Road Salt	Total	240,600	308,406	293,406
Other Sup - Safety Equipment	Total	11,500	11,518	11,518

Estimated Detail of Other Sup - Road Salt

Actual expenses may vary according to changing circumstances

Other Sup - Road Salt	Tons	FY07	FY08	FY09	FY10	Dept. Request	Manager Request
Price Per Ton (175/storm)		\$ 46.70	\$ 54.55	\$ 73.43	\$ 73.43		
Total Cost		\$ 142,006	\$ 229,110	\$ 308,406	\$ 308,406	\$ 308,406	\$ 293,406
						\$ 308,406	\$ 293,406

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment		Quantity	Unit Cost	Dept. Request	Manager Request
Chaps (tree crew)		6	\$ 65.00	\$ 390	\$ 390
CPR Barrier Shield		10	\$ 25.00	\$ 250	\$ 250
Ear Plugs and Protectors	100 Count	10	\$ 75.00	\$ 750	\$ 750
Fire Extinguishers	Small	10	\$ 11.00	\$ 110	\$ 110
Fire Extinguishers	Large	10	\$ 18.00	\$ 180	\$ 180
Fire Extinguishers test (quarterly)		4	\$ 200.00	\$ 800	\$ 800
First Aid Kit Supplies		20	\$ 30.00	\$ 600	\$ 600
Fluorescent Vests - type II		100	\$ 17.00	\$ 1,700	\$ 1,700
Fluorescent Vests XX-LG		20	\$ 22.00	\$ 440	\$ 440
Forestry Helmets		6	\$ 50.00	\$ 300	\$ 300
Goggles & Face Shields		50	\$ 11.00	\$ 550	\$ 550
Hard Hat Liners		25	\$ 8.00	\$ 200	\$ 200
Hard Hats (with ratchet)		40	\$ 10.00	\$ 400	\$ 400
Insect Repellent - per dozen		12	\$ 72.00	\$ 864	\$ 864
Lanyard		2	\$ 80.00	\$ 160	\$ 160
Lifting Straps		4	\$ 30.00	\$ 120	\$ 120
Safety Glasses	Clear	4	\$ 36.00	\$ 144	\$ 144
Safety Glasses	Tinted	4	\$ 48.00	\$ 192	\$ 192
Safety Lines		1	\$ 150.00	\$ 150	\$ 150
Safety Masks		10	\$ 22.00	\$ 220	\$ 220
Traffic Cones	36"	250	\$ 8.75	\$ 2,188	\$ 2,188
Traffic Cones	24"	150	\$ 5.40	\$ 810	\$ 810
				\$ 11,518	\$ 11,518

Line Item Narrative

Other Supplies - Road Salt: We are reducing the amount of salt we use on winter roads.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Small Tools	Total	10,000	20,150	15,150
Other Sup - Gravel	Total	69,000	87,911	87,911

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Other Sup - Small Tools		
6" Bench Grinder	\$ 300	\$ 300
Air Pump For Synthetic Grease Keg	\$ 600	\$ 600
High Impact Deep Well Sockets	\$ 400	\$ 400
Medium Chain Saw	\$ 600	\$ 600
Pipe Saw	\$ 1,300	\$ 1,300
Plate Compactor For Hot Top Box	\$ 2,700	\$ 2,700
Power Broom	\$ 500	\$ 500
Pro-link Diagnostic Equipment Caterpillar (software)	\$ 1,200	\$ 1,200
Replacement Tools	\$ 10,000	\$ 5,000
Set Of Cutting Torches	\$ 400	\$ 400
Spring Pin Press	\$ 350	\$ 350
Trash Pump w/ 3" Discharge Hose	\$ 1,800	\$ 1,800
	\$ 20,150	\$ 15,150

Estimated Detail of Other Sup - Gravel

Actual expenses may vary according to changing circumstances

	Quantity C/Y	Quantity Tons	Cost	Dept. Request	Manager Request
Other Sup - Gravel					
1 1/2" road gravel	600		\$ 10.00	\$ 6,000	\$ 6,000
3/4" crushed gravel	600		\$ 11.00	\$ 6,600	\$ 6,600
4" road gravel	1,700		\$ 10.00	\$ 17,000	\$ 17,000
Crushed Ledge Riprap		225	\$ 17.00	\$ 3,825	\$ 3,825
Crushed Stone		100	\$ 18.00	\$ 1,800	\$ 1,800
Price Fluctuation				\$ 4,186	\$ 4,186
Recycled Asphalt Pavement	4,500		\$ 13.00	\$ -	\$ -
Winter Sand	10,000		\$ 4.85	\$ 48,500	\$ 48,500
				\$ 87,911	\$ 87,911

Line Item Narrative

Other Supplies--Small Tools: This account funds the cost of small tools which are used by the various divisions within the Department. whether it be Highway or Fleet Services.

Other Supplies--Gravel: This account funds aggregate for various purposes, as well as the processing of our Recycled Asphalt Pavement (RAP) stockpile. Items include recyclable asphalt pavement (RAP), winter sand, gravel, crushed ledge and stone rip-rap.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - MV Repair	Total	90,000	98,000	98,000
Other Sup - Equip Repairs	Total	70,000	75,000	75,000

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	Manager Request
Brake Systems	\$ 4,000	\$ 15,600	\$ 19,600	\$ 19,600
Charging Systems (Bateries, belts, starters, alternators)	\$ 2,000	\$ 3,900	\$ 5,900	\$ 5,900
Cooling Systems	\$ 1,000	\$ 7,800	\$ 8,800	\$ 8,800
Electrical	\$ 1,000	\$ 3,900	\$ 4,900	\$ 4,900
Engines	\$ 2,400	\$ 7,800	\$ 10,200	\$ 10,200
Exhaust Systems	\$ 400	\$ 3,900	\$ 4,300	\$ 4,300
Lights/Mirrors/Wipers	\$ 200	\$ 3,900	\$ 4,100	\$ 4,100
Preventative Maintenance	\$ 4,600	\$ 15,600	\$ 20,200	\$ 20,200
Suspension Systems	\$ 2,000	\$ 7,800	\$ 9,800	\$ 9,800
Transmissions	\$ 2,400	\$ 7,800	\$ 10,200	\$ 10,200
	\$ 20,000	\$ 78,000	\$ 98,000	\$ 98,000

Estimated Detail of Other Sup - Equip Repairs

Actual expenses may vary according to changing circumstances

Other Sup - Equip Repairs	Dept. Request	Manager Request
Brake Systems	\$ 7,500	\$ 7,500
Charging Systems (Bateries, belts, starters, alternators)	\$ 7,500	\$ 7,500
Cooling Systems	\$ 11,250	\$ 11,250
Electrical	\$ 1,500	\$ 1,500
Engines	\$ 3,750	\$ 3,750
Exhaust Systems	\$ 750	\$ 750
Lights/Mirrors/Wipers	\$ 1,500	\$ 1,500
Preventative Maintenance	\$ 26,250	\$ 26,250
Suspension Systems	\$ 11,250	\$ 11,250
Transmissions	\$ 3,750	\$ 3,750
	\$ 75,000	\$ 75,000

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 performed by our fleet mechanics.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Tires/Tube/Chain	Total	50,000	65,000	65,000
MV Sup - Gas & Oil	Total	353,350	325,630	325,630

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	FY06	FY07	FY08	Dept. Request	Manager Request
MV Sup - Tires/Tube/Chain	\$ 39,977	\$ 40,828	\$ 52,138	\$ 65,000	\$ 65,000
				\$ 65,000	\$ 65,000

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Gallons	Cost	Dept. Request	Manager Request
MV Sup - Gas & Oil				
Diesel	84,000	\$ 2.75	\$ 231,000	\$ 231,000
Diesel Delivery Charge			\$ -	\$ -
Fuel Additives			\$ 1,850	\$ 1,850
Grease, Oil and Lubricants			\$ 25,000	\$ 25,000
Number #2 Heating Fuel (Diesel)	20,000	\$ 1.82	\$ 36,400	\$ 36,400
Propane For Patch Machine Forklifts & Steam Cleaner(s)			\$ 1,500	\$ 1,500
Unleaded Gasoline	12,000	\$ 2.49	\$ 29,880	\$ 29,880
			\$ 325,630	\$ 325,630

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 each. The onset of winter conditions escalates usage and is followed by motor vehicle inspections, which necessitates tire replacement. This account has seen an increase in the reimbursement to staff for use of personal vehicle and various travel related expenses to attend seminars and conferences.

Motor Vehicle Supplies - Gas & Oil: 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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
MV Sup - Plow/Grader Blades	Total	33,122	34,823	34,823
MV Sup - Other	Total	39,000	43,800	43,800
Utilities - Water/Sewer	Total	3,900	3,543	3,543

Estimated Detail of MV Sup - Plow/Grader Blades

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Anticipated Increase	Dept. Request	Manager Request
MV Sup - Plow/Grader Blades					
2 Graders	4	\$ 935	5%	\$ 3,927	\$ 3,927
8 Bucket Loaders	8	\$ 190	5%	\$ 1,596	\$ 1,596
Plow Bolts		\$ -	5%	\$ 2,000	\$ 2,000
Replacement of blades on 20 trucks	20	\$ 1,300	5%	\$ 27,300	\$ 27,300
				\$ 34,823	\$ 34,823

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
MV Sup - Other		
See Below.	\$ 43,800	\$ 43,800
	\$ 43,800	\$ 43,800

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Cost	Dept. Request	Manager Request
Utilities - Water/Sewer			
Hydrant Meter	\$ 370	\$ 370	\$ 370
Sewer	\$ 1,390	\$ 1,390	\$ 1,390
Sprinkler	\$ 1,240	\$ 1,240	\$ 1,240
Water	\$ 543	\$ 543	\$ 543
		\$ 3,543	\$ 3,543

Line Item Narrative

Motor Vehicle Supplies - Plow & Grader Blades: This fund is used to purchase plow and grader blades, plus plow shoes, wing tips, nuts, bolts, plow points, etc. The blades purpose is to provide a durable cutting edge that serves to protect the more valuable plow and buckets. The use of carbide blades, which do not wear out as fast as traditional steel blades has extended the life by a factor of 4. The Weld shop also manufactures plow shoes, which saves money.

Motor Vehicle Supplies - Other: This account funds 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 equipment.

Utilities - Water & Sewer: This account funds water and sewer costs at the Highway Garage. This includes domestic water and sewer service, a sprinkler charge and a hydrant fee. The budget request reflects the recommended 0% increase for water, and 5% increase for sewer.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Comm - Telephone	Total	4,400	4,380	4,380
Utilities - Electricity	Total	41,195	42,800	42,800
Repairs - Buildings	Total	18,000	19,000	19,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost/Mth	Dept. Request	Manager Request
Cell phones and usage	9	\$ 340	\$ 4,080	\$ 4,080
Long distance service		\$ 25	\$ 300	\$ 300
			\$ 4,380	\$ 4,380

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	Dept. Request	Manager Request
	\$ 42,800	\$ 42,800
	\$ 42,800	\$ 42,800

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Dept. Request	Manager Request
Boilers, piping, overhead heaters	\$ 4,000	\$ 4,000
Compressor	\$ 1,000	\$ 1,000
Construction Materials (Wood, Steel, Masonry blocks)	\$ 2,500	\$ 2,500
Electrical Supplies	\$ 1,500	\$ 1,500
Generator	\$ 500	\$ 500
HVAC Unit, Exhaust Fans	\$ 500	\$ 500
Overhead Cranes	\$ 1,000	\$ 1,000
Overhead Doors	\$ 6,000	\$ 6,000
Pressure Washer	\$ 500	\$ 500
Roof	\$ 1,000	\$ 1,000
Windows, Doors	\$ 500	\$ 500
	\$ 19,000	\$ 19,000

Line Item Narrative

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

Utilities - Electrical: This account funds electrical costs at the Public Works Garage. The proposed budget includes a 7% increase as anticipated.

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

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Vehicles	Total	26,000	26,000	26,000
Repairs - Equipment	Total	27,000	27,000	27,000

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles		Dept. Request	Manager Request
Alignments		\$ 500	\$ 500
Alternators		\$ 1,500	\$ 1,500
Glass Replacement		\$ 2,000	\$ 2,000
Hydraulic Systems (Culinders/Pumps/Motors)		\$ 7,000	\$ 7,000
Radiators		\$ 2,000	\$ 2,000
Re-build Motors		\$ 7,000	\$ 7,000
Re-build Transmissions		\$ 4,500	\$ 4,500
Starters		\$ 1,500	\$ 1,500
		\$ 26,000	\$ 26,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Est. Breakdown	Dept. Request	Manager Request
Chain Saws		\$ 400	\$ 400
Pumps		\$ 1,500	\$ 1,500
Heavy Duty Construction Equipment			
Engines	\$ 5,000		
Transmissions	\$ 5,000		
Brakes	\$ 2,000		
Diagnostics	\$ 2,500		
Pumps	\$ 2,800		
	\$ 17,300	\$ 17,300	\$ 17,300
Specialty Repairs		\$ 5,000	\$ 5,000
Survey Equipment		\$ 300	\$ 300
Machine Shop Work		\$ 2,500	\$ 2,500
		\$ 27,000	\$ 27,000

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.

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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Repairs - Radio Equipment	Total	1,000	1,000	1,000
Training & Tuition	Total	5,000	5,050	5,050

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Personnel	Cost	Dept. Request	Manager Request
Training & Tuition				
Administrative Staff Training	2	\$ 75	\$ 150	\$ 150
Computer Training			\$ 300	\$ 300
Continuing Education Classes	6	\$ 100	\$ 600	\$ 600
Heavy duty brake school			\$ 300	\$ 300
MDOT - Grader Training	3	\$ 125	\$ 375	\$ 375
MDOT - Local Road Program	40	\$ 25	\$ 1,000	\$ 1,000
MMA Meetings/ Seminars			\$ 300	\$ 300
Pump School	2	\$ 400	\$ 800	\$ 800
Supervisor Training/Program	9	\$ 25	\$ 225	\$ 225
Welder Training	2	\$ 500	\$ 1,000	\$ 1,000
			\$ 5,050	\$ 5,050

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.

Training & Tuition: Classes such 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.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Comm - Postage	Total	500	400	400
Advertising	Total	-	-	-

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage		Dept. Request	Manager Request
See Below.		\$ 400	\$ 400
		\$ 400	\$ 400

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising		Dept. Request	Manager Request
See Below.		\$ -	\$ -
		\$ -	\$ -

Line Item Narrative

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

Advertising: This account funds advertising to advise citizens of changes in the holiday solid waste schedules, recycling and other Department services that the public should know about. The Department uses a combination of the City's website, print ads and flyers and does a joint ad with Lewiston whenever possible.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Travel-Mileage	Total	350	350	350
Travel-Seminar Costs	Total	1,000	1,000	100
Dues & Subscriptions	Total	1,700	2,000	1,855

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Mileage		
Employee Mileage Reimbursement	\$ 350	\$ 350
	\$ 350	\$ 350

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel-Seminar Costs		
	\$ 1,000	\$ 100
	\$ 1,000	\$ 100

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Dues & Subscriptions		
CDL/Arborist/Professional PE license reimbursements-there are 55 of them.	\$ 740	\$ 740
Memberships	\$ 750	\$ 750
Training Manuals	\$ 75	\$ 75
Subscriptions	\$ 345	\$ 200
Technical Manuals-Sign, Bridge, Design, Traffic Control, Transportation	\$ 90	\$ 90
	\$ 2,000	\$ 1,855

Line Item Narrative

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

Travel & Seminar Costs: This account funds conference meeting and seminar costs. 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. Memberships include: Institute of Transportation Engineers, Professional Engineer Registration, Utility Landscape, Registered Land Surveyor's License, and various technical periodicals and newsletters. This account also funds the costs of the Commercial Drivers License (CDL) reimbursement.

City of Auburn

Public Works Budget

Line Items		Last Year	Dept. Request	Manager Request
Leachate Hauling	Total	40,000	40,000	40,000

Estimated Detail of Leachate Hauling

Actual expenses may vary according to changing circumstances

	Cost	Dept. Request	Manager Request
Leachate Hauling			
Hauling	\$ 25,700	\$ 25,700	\$ 25,700
Weighing	\$ 1,050	\$ 1,050	\$ 1,050
Disposal	\$ 13,250	\$ 13,250	\$ 13,250
		\$ 40,000	\$ 40,000

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 (\$19,000). 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

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease	
<i>0510 Water & Sewer</i>										
1510240	58924	Catch Basin Maintenance I	12,500	12,500	12,500	12,500	12,500	12,500	0	0%
1510240	58926	Public Fire Protection Fee	460,000	471,533	492,200	492,200	492,200	492,200	0	0%
TOTAL			472,500	484,033	504,700	504,700	504,700	504,700	-	0%

City of Auburn

Water & Sewer Budget

Line Items		Last Year	Dept. Request	Manager Request
Catch Basin Maintenance Fee	Total	12,500	12,500	12,500
Public Fire Protection Fee	Total	492,200	492,200	492,200

Estimated Detail of Catch Basin Maintenance Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
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	Manager Request
Public Fire Protection Fee		
Paid to Auburn Water & Sewer District	\$ 492,200	\$ 492,200
	\$ 492,200	\$ 492,200

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.

Public Fire Protection Fee: This fee is paid to the Auburn Water & Sewer District for the water that is ready and available from the hydrants, for fire suppression.



City of Auburn

Master List

Fiscal Year 2010
Approved 4.27.2009

Account #			Account Title	FY 2008 Approved	FY 2008 Actual	FY 2009 Approved	FY 2010 Manager Request	FY 2010 Council Approved	Increase/ Decrease
<i>0315 Workers Compensation</i>									
1315200	52700	WC Operating Transfer		200,000	200,000	200,000	200,000	200,000	0 0%
TOTAL				200,000	200,000	200,000	200,000	200,000	- 0%