

CITY OF AUBURN, MAINE

FY 15 - 16

ADOPTED BUDGET

Adopted by City Council

June 15, 2015

CITY OF AUBURN
FY 2016 EXPENDITURES
COMPARISON FY15 AND FY16 BUDGETS

| | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | \$ Change | % Change |
|-------------------------------|--|---|--|------------------|--------------|
| City Expenses | | | | | |
| Operating Expenses | 25,278,480 | 25,769,972 | 25,769,972 | 491,492 | 1.94% |
| Debt Service/TIF | 8,847,968 | 8,924,778 | 8,924,778 | 76,810 | 0.87% |
| Intergovernmental | 3,741,502 | 3,795,634 | 3,795,634 | 54,132 | 1.45% |
| Total City Expenses | 37,867,950 | 38,490,384 | 38,490,384 | 622,434 | 1.64% |
| School Expenses | | | | | |
| Operating Expenses | 35,534,192 | 36,220,126 | 36,220,126 | 685,934 | 1.93% |
| Debt Service | 2,707,131 | 2,842,071 | 2,842,071 | 134,940 | 4.98% |
| Total School Expenses | 38,241,323 | 39,062,197 | 39,062,197 | 820,874 | 2.15% |
| Total Expenses | 76,109,273 | 77,552,581 | 77,552,581 | 1,443,308 | 1.90% |
| Less: Non-Tax Revenues | | | | | |
| City | 12,390,584 | 12,558,137 | 12,558,137 | 167,553 | 1.35% |
| School | 22,092,693 | 22,618,161 | 22,618,161 | 525,468 | 2.38% |
| Total Non-Tax Revenues | 34,483,277 | 35,176,298 | 35,176,298 | 693,021 | 2.01% |
| Tax Levy | | | | | |
| City | 23,430,486 | 23,789,979 | 23,789,979 | 359,493 | 1.53% |
| School | 16,148,630 | 16,444,036 | 16,444,036 | 295,406 | 1.83% |
| County Overlay | 2,046,880 | 2,142,268 | 2,142,268 | 95,388 | 4.66% |
| Total Tax Levy | 41,625,996 | 42,376,283 | 42,376,283 | 750,287 | 1.80% |
| Total Assessed Value | 1,984,917,378 | 1,976,187,978 | 1,976,187,978 | | |
| Tax Rate | | | | | |
| City | 11.79 | 12.04 | 12.04 | 0.25 | 2.12% |
| School | 8.13 | 8.32 | 8.32 | 0.19 | 2.35% |
| County | 1.03 | 1.08 | 1.08 | 0.05 | 5.12% |
| Total | 20.95 | 21.44 | 21.44 | 0.49 | 2.36% |

CITY OF AUBURN
FY 2016 EXPENDITURES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | DEPARTMENT PROPOSED BUDGET FY 15-16 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|----------------------------------|--|--|---|--|---|---|
| <u>Administration</u> | | | | | | |
| City Clerk | 164,593 | 201,296 | 165,053 | 165,053 | 460 | 0.28% |
| City Manager | 280,750 | 269,340 | 269,340 | 269,340 | (11,410) | -4.06% |
| Economic Development | 359,500 | 361,080 | 361,080 | 361,080 | 1,580 | 0.44% |
| Finance | 605,135 | 621,705 | 619,855 | 619,855 | 14,720 | 2.43% |
| Human Resources | 139,578 | 147,319 | 143,526 | 143,526 | 3,948 | 2.83% |
| IT | 413,829 | 433,825 | 390,190 | 390,190 | (23,639) | -5.71% |
| Legal Services | 65,000 | 65,000 | 65,000 | 65,000 | 0 | 0.00% |
| Mayor & Council | 78,532 | 82,133 | 77,366 | 77,366 | (1,166) | -1.48% |
| Total Administration | 2,106,917 | 2,181,698 | 2,091,410 | 2,091,410 | (15,507) | -0.74% |
| <u>Community Services</u> | | | | | | |
| Health & Social Services | | | | | | |
| Administration | 86,972 | 87,855 | 75,722 | 75,722 | (11,250) | -12.94% |
| Assistance | 105,982 | 108,989 | 108,989 | 108,989 | 3,007 | 2.84% |
| Planning & Permitting | 902,494 | 1,000,215 | 906,631 | 906,631 | 4,137 | 0.46% |
| Recreation & Special Events | 355,469 | 340,871 | 338,871 | 338,871 | (16,598) | -4.67% |
| Public Library | 960,692 | 987,516 | 979,516 | 979,516 | 18,824 | 1.96% |
| Total Community Services | 2,411,609 | 2,525,446 | 2,409,729 | 2,409,729 | (1,880) | -0.08% |
| <u>Fiscal Services</u> | | | | | | |
| Debt Service | 6,263,936 | 6,324,864 | 6,324,864 | 6,324,864 | 60,928 | 0.97% |
| Emergency Reserve | 375,289 | 375,289 | 375,289 | 375,289 | 0 | 0.00% |
| Facilities | 698,335 | 686,736 | 653,080 | 653,080 | (45,255) | -6.48% |
| Transfer to TIF | 2,584,032 | 2,599,914 | 2,599,914 | 2,599,914 | 15,882 | 0.61% |
| Fringe Benefits | 4,737,117 | 5,318,296 | 5,171,309 | 5,171,309 | 434,192 | 9.17% |
| Workers' Compensation | 468,081 | 496,536 | 496,536 | 496,536 | 28,455 | 6.08% |
| Total Fiscal Services | 15,126,790 | 15,801,635 | 15,620,992 | 15,620,992 | 494,202 | 3.27% |
| <u>Public Safety</u> | | | | | | |
| Fire | 4,057,633 | 4,111,634 | 4,099,634 | 4,099,634 | 42,001 | 1.04% |
| Fire EMS Transport | 635,468 | 622,801 | 549,801 | 549,801 | (85,667) | -13.48% |
| Police | 3,738,108 | 4,149,848 | 3,870,995 | 3,870,995 | 132,887 | 3.55% |
| Total Public Safety | 8,431,209 | 8,884,283 | 8,520,430 | 8,520,430 | 89,221 | 1.06% |
| <u>Public Services</u> | | | | | | |
| Public Services | 4,628,839 | 4,576,189 | 4,525,898 | 4,525,898 | (102,941) | -2.22% |
| Solid Waste | 822,071 | 927,278 | 927,278 | 927,278 | 105,207 | 12.80% |
| Water & Sewer | 599,013 | 599,013 | 599,013 | 599,013 | 0 | 0.00% |
| Total Public Works | 6,049,923 | 6,102,480 | 6,052,189 | 6,052,189 | 2,266 | 0.04% |

CITY OF AUBURN
FY 2016 EXPENDITURES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | DEPARTMENT PROPOSED BUDGET FY 15-16 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|---|--|--|---|--|---|---|
| Total Municipal | 34,126,448 | 35,561,042 | 34,694,750 | 34,694,750 | 568,302 | 1.67% |
| <u>Intergovernmental Programs</u> | | | | | | |
| County Taxes | 2,046,880 | 2,142,268 | 2,142,268 | 2,142,268 | 95,388 | 4.66% |
| Tax Sharing | 270,000 | 270,000 | 270,000 | 270,000 | 0 | 0.00% |
| Auburn-Lewiston Municipal Airport | 105,000 | 182,000 | 105,000 | 105,000 | 0 | 0.00% |
| Community Little Theater | 0 | | | | 0 | 0.00% |
| LA Arts | 17,000 | 0 | | | (17,000) | -100.00% |
| Museum LA | 0 | 0 | | | 0 | 0.00% |
| Lew-Aub Economic Growth Council (see EconDev) | | 0 | | | 0 | 0.00% |
| Lew-Aug Transit Committee | 211,377 | 209,244 | 209,244 | 209,244 | (2,133) | -1.01% |
| Auburn Only Transportation | 23,996 | | | | (23,996) | -100.00% |
| Lew-Aub 911 Communications Center | 1,067,249 | 1,100,631 | 1,069,122 | 1,069,122 | 1,873 | 0.18% |
| Total Intergovernmental Programs | 3,741,502 | 3,904,143 | 3,795,634 | 3,795,634 | 54,132 | 1.45% |
| Grand Total Municipal | 37,867,950 | 39,465,185 | 38,490,384 | 38,490,384 | 622,434 | 1.64% |
| Education Operation | 35,534,192 | 37,305,671 | 36,220,126 | 36,220,126 | 685,934 | 1.93% |
| Education Debt Service | 2,707,131 | 2,842,071 | 2,842,071 | 2,842,071 | 134,940 | 4.98% |
| Total School | 38,241,323 | 40,147,742 | 39,062,197 | 39,062,197 | 820,874 | 2.15% |
| Total Budget | 76,109,273 | 79,612,927 | 77,552,581 | 77,552,581 | 1,443,308 | 1.90% |

CITY OF AUBURN
 FY 2016 EXPENDITURES
 COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | DEPARTMENT PROPOSED BUDGET FY 15-16 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|--|--|--|---|--|---|---|
| Non-Property Tax Revenue | | | | | | |
| Municipal | 12,390,584 | 12,558,137 | 12,558,137 | 12,558,137 | 167,553 | 1.35% |
| Education | 22,092,693 | 22,618,161 | 22,618,161 | 22,618,161 | 525,468 | 2.38% |
| Total | 34,483,277 | 35,176,298 | 35,176,298 | 35,176,298 | 693,021 | 2.01% |
| Property Tax Dollars Needed | | | | | | |
| Municipal | 25,477,366 | 26,907,048 | 25,932,247 | 25,932,247 | 454,881 | 1.79% |
| Education | 16,148,630 | 17,529,581 | 16,444,036 | 16,444,036 | 295,406 | 1.83% |
| Total | 41,625,996 | 44,436,629 | 42,376,283 | 42,376,283 | 750,287 | 1.80% |
| Property Tax Rate Based on Assessed Values of : | 20.95 | 22.49 | 21.44 | 21.44 | 0.49 | 2.36% |
| | 1,984,917,378 | 1,976,187,978 | 1,976,187,978 | 1,976,187,978 | | |
| Property Tax Rate | | | | | | |
| Municipal Tax Rate | \$12.82 | \$13.62 | \$13.12 | \$13.12 | 0.30 | 2.36% |
| Education Tax Rate | \$8.13 | \$8.87 | \$8.32 | \$8.32 | 0.19 | 2.35% |
| | <u>20.95</u> | <u>22.49</u> | <u>21.44</u> | <u>21.44</u> | <u>0.49</u> | <u>2.36%</u> |

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|---|--|---|--|---|---|
| <u>General Government</u> | | | | | |
| Homestead Exemption Reimbursement | 495,000 | 505,000 | 505,000 | 10,000 | 2.02% |
| Personal Property Reimbursement | 1,350,000 | 1,555,000 | 1,555,000 | 205,000 | 0.00% |
| Tree Growth Reimbursement | 10,000 | 10,000 | 10,000 | - | 0.00% |
| Veterans Reimbursement | 18,000 | 18,000 | 18,000 | - | 0.00% |
| CDBG Reimbursement | 8,000 | 8,000 | 8,000 | - | 0.00% |
| In Lieu of Taxes | 80,000 | 90,000 | 90,000 | 10,000 | 12.50% |
| Excise Tax-Vehicles | 3,160,000 | 3,315,000 | 3,315,000 | 155,000 | 4.91% |
| Excise Tax-Boats | 15,000 | 15,000 | 15,000 | - | 0.00% |
| Excise Tax-Aircraft | 10,000 | 20,000 | 20,000 | 10,000 | 100.00% |
| State Revenue Sharing | 1,649,470 | 1,477,641 | 1,477,641 | (171,829) | -10.42% |
| Other State Aid | 4,000 | 4,000 | 4,000 | - | 0.00% |
| Penalties & Interest | 145,000 | 150,000 | 150,000 | 5,000 | 3.45% |
| Investment Income | 10,000 | 5,000 | 5,000 | (5,000) | -50.00% |
| Interest from Bonds | 2,000 | 2,000 | 2,000 | - | 0.00% |
| Transfer in from TIF | 500,000 | 545,000 | 545,000 | 45,000 | 9.00% |
| Transfer in from Special Revenue Funds | 310,000 | - | - | (310,000) | -100.00% |
| Transfer in from Parking Program | 55,000 | - | - | (55,000) | -100.00% |
| Transfer in from Police Drug Money | 45,000 | 45,000 | 45,000 | - | 0.00% |
| Transfer in from Recreation Special Revenue | 41,720 | 42,718 | 42,718 | 998 | 2.39% |
| Rental Income (Intermodal) | 122,000 | 18,000 | 18,000 | (104,000) | -85.25% |
| Sale of Property | 20,000 | 20,000 | 20,000 | - | 0.00% |
| Tax Sharing Revenue | 155,000 | 155,000 | 155,000 | - | 0.00% |
| Cable Television Franchise | 126,000 | 126,000 | 126,000 | - | 0.00% |
| MMWAC Host Fees | 206,000 | 210,000 | 210,000 | 4,000 | 1.94% |
| Energy Efficiency | - | - | - | - | #DIV/0! |
| Reimbursement-Other | 10,000 | 10,000 | 10,000 | - | 0.00% |
| Utility Reimbursement | 27,500 | 27,500 | 27,500 | - | 0.00% |
| Unclassified | 10,000 | 10,000 | 10,000 | - | 0.00% |
| Fund Balance Contribution | 1,350,000 | 1,650,000 | 1,650,000 | 300,000 | 22.22% |
| Total General Government | 9,934,690 | 10,033,859 | 10,033,859 | 99,169 | 1.00% |

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|--|--|---|--|---|---|
| <u>City Clerk</u> | | | | | |
| Hunting/Fishing/Dogs | 2,000 | 2,000 | 2,000 | - | 0.00% |
| Neutered Animals | 3,000 | 3,000 | 3,000 | - | 0.00% |
| Voter Reg List | 100 | 100 | 100 | - | 0.00% |
| Clerk/Sale of Copies | 200 | 200 | 200 | - | 0.00% |
| City Clerk Notary | 1,800 | 1,800 | 1,800 | - | 0.00% |
| Banner Hanging Fee | 3,300 | 3,300 | 3,300 | - | 0.00% |
| Garage Sale Permits | 3,000 | 3,000 | 3,000 | - | 0.00% |
| Commercial License | 40,000 | 40,000 | 40,000 | - | 0.00% |
| Taxi License | 4,000 | 4,000 | 4,000 | - | 0.00% |
| Marriage License | 5,000 | 5,000 | 5,000 | - | 0.00% |
| Birth/Death/Marriage Cert | 25,000 | 25,000 | 25,000 | - | 0.00% |
| Permits - Burial | 7,000 | 7,000 | 7,000 | - | 0.00% |
| Fines-Dog | 3,000 | 3,000 | 3,000 | - | 0.00% |
| Total City Clerk | 97,400 | 97,400 | 97,400 | - | 0.00% |
| <u>Finance</u> | | | | | |
| Reg - Vehicles | 60,000 | 60,000 | 60,000 | - | 0.00% |
| Total Finance | 60,000 | 60,000 | 60,000 | - | 0.00% |
| <u>Community Services-ICT</u> | | | | | |
| GIS/Data & Maps | 20 | 20 | 20 | - | 0.00% |
| Total Community Services-ICT | 20 | 20 | 20 | - | 0.00% |
| <u>Assessing</u> | | | | | |
| Maps & Copies | 20 | 20 | 20 | - | 0.00% |
| Total Assessing | 20 | 20 | 20 | - | 0.00% |
| <u>Health & Social Services</u> | | | | | |
| GA Reimbursement | 70,000 | 70,000 | 70,000 | - | 0.00% |
| Total Health & Social Services | 70,000 | 70,000 | 70,000 | - | 0.00% |

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|--|--|---|--|---|---|
| <u>Planning & Permitting</u> | | | | | |
| Maps & Copies | 500 | 500 | 500 | - | 0.00% |
| Departmental Reviews | 16,000 | 16,000 | 16,000 | - | 0.00% |
| Planning/Codes & Ordinance | - | - | - | - | 0.00% |
| Fire Alarm Inspections | 29,000 | 29,000 | 29,000 | - | 0.00% |
| Citation Ordinance | 2,000 | 2,000 | 2,000 | - | 0.00% |
| Advertising Costs | 5,000 | 5,000 | 5,000 | - | 0.00% |
| Lisbon Reimbursement for Services | 10,000 | 10,000 | 10,000 | - | 0.00% |
| Permits - Building | 110,000 | 110,000 | 110,000 | - | 0.00% |
| CDBG Reimbursement for Services | 50,000 | 50,000 | 50,000 | - | 0.00% |
| Permits - Electrical | 16,000 | 18,000 | 18,000 | 2,000 | 12.50% |
| Permits - Plumbing | 10,500 | 11,000 | 11,000 | 500 | 4.76% |
| Permits - Sign | 5,000 | 5,000 | 5,000 | - | 0.00% |
| Total Planning & Permitting | 254,000 | 256,500 | 256,500 | 2,500 | 0.98% |
| <u>Parks & Recreation</u> | | | | | |
| Arena | - | - | - | - | 0.00% |
| Recreation Program | - | - | - | - | 0.00% |
| Total Parks & Recreation | - | - | - | - | 0.00% |
| <u>Community Services-Engineering</u> | | | | | |
| Fees - Eng-Misc | - | - | - | - | 0.00% |
| Fees - Inspection | 5,000 | 6,000 | 6,000 | 1,000 | 20.00% |
| Fees - Drive Opening | 200 | 200 | 200 | - | 0.00% |
| Fees - Bid Documents | 1,000 | 1,000 | 1,000 | - | 0.00% |
| Permits - Fill | 1,000 | 1,000 | 1,000 | - | 0.00% |
| Permits - Street Opening | 25,000 | 40,000 | 40,000 | 15,000 | 60.00% |
| Total Community Services-Engineering | 32,200 | 48,200 | 48,200 | 16,000 | 49.69% |
| <u>Fire Department</u> | | | | | |
| Copies of Reports | 200 | 200 | 200 | - | 0.00% |
| Inspections | - | - | - | - | 0.00% |
| EMS Transport | 987,551 | 1,250,000 | 1,250,000 | 262,449 | 26.58% |
| EMS Agreement | - | - | - | - | 0.00% |
| Salvage Calls | 100 | 100 | 100 | - | 0.00% |
| Permits - Oil Burner | 800 | 800 | 800 | - | 0.00% |
| Total Fire Department | 988,651 | 1,251,100 | 1,251,100 | 262,449 | 26.55% |

CITY OF AUBURN
 FY 2016 REVENUES
 COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|---------------------------------|--|---|--|---|---|
| <u>Police Department</u> | | | | | |
| Accident & Police | 13,000 | 13,000 | 13,000 | - | 0.00% |
| Court | 15,000 | 15,000 | 15,000 | - | 0.00% |
| Photos & Tapes | 2,000 | 2,000 | 2,000 | - | 0.00% |
| False Alarms | 15,000 | 15,000 | 15,000 | - | 0.00% |
| Animal Impound | 1,000 | 1,000 | 1,000 | - | 0.00% |
| Veh Rel/Non Driver | 2,000 | 2,000 | 2,000 | - | 0.00% |
| Veh Rel/Driver Licence | 11,000 | 11,000 | 11,000 | - | 0.00% |
| ARRA Cops Grant | 119,351 | 95,685 | 95,685 | (23,666) | -19.83% |
| MDEA Reimbursement | 60,102 | 61,000 | 61,000 | 898 | 1.49% |
| School Resource Officers | 173,150 | - | - | (173,150) | -100.00% |
| Computer Crimes | 72,000 | 21,353 | 21,353 | (50,647) | -70.34% |
| Permits - Alarms | - | - | - | - | 0.00% |
| Permits - Firearms | 4,000 | 4,000 | 4,000 | - | 0.00% |
| Fines - Parking Violations | 26,000 | 60,000 | 60,000 | 34,000 | 130.77% |
| Total Police Department | 513,603 | 301,038 | 301,038 | (212,565) | -41.39% |
| <u>Public Works</u> | | | | | |
| Community Cords | - | - | - | - | |
| State/Local Road Assistance | 440,000 | 440,000 | 440,000 | - | 0.00% |
| Total Public Works | 440,000 | 440,000 | 440,000 | - | 0.00% |
| Total Municipal | 12,390,584 | 12,558,137 | 12,558,137 | 167,553 | 1.35% |

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

| CLASSIFICATION | COUNCIL ADOPTED BUDGET FY 14-15 | MANAGER PROPOSED BUDGET FY 15-16 | COUNCIL ADOPTED BUDGET FY 15-16 | Increase (Decrease) from Prior Year Budget | Percentage of Increase (Decrease) |
|--|--|---|--|---|---|
| School Department | | | | | |
| Reg Secondary Tuition | 134,266 | 179,620 | 179,620 | 45,354 | 33.78% |
| SOS Tuition | 90,000 | 107,576 | 107,576 | 17,576 | 19.53% |
| Adult Ed Tuition | 93,300 | 93,300 | 93,300 | - | 0.00% |
| State Subsidy for Education | 19,291,333 | 19,775,072 | 19,775,072 | 483,739 | 2.51% |
| Debt Service Reimbursement | 1,119,906 | 1,079,600 | 1,079,600 | (40,306) | -3.60% |
| PreK/CDS | 55,000 | 40,000 | 40,000 | (15,000) | -27.27% |
| Special Ed/Mainecare | 125,000 | 125,000 | 125,000 | - | 0.00% |
| State Agency Clients | 30,000 | 48,350 | 48,350 | 18,350 | 61.17% |
| State Aid for Adult Education | 98,500 | 104,761 | 104,761 | 6,261 | 6.36% |
| Miscellaneous | 98,506 | 108,000 | 108,000 | 9,494 | 9.64% |
| Daycare Rent | 50,000 | 50,000 | 50,000 | - | 0.00% |
| Fund Balance | 906,882 | 906,882 | 906,882 | - | 0.00% |
| Total School | 22,092,693 | 22,618,161 | 22,618,161 | 525,468 | 2.38% |
| Total Non-Property Tax Revenue - Municipal | | | | | |
| Total Non-Property Tax Revenue - Municipal | 12,390,584 | 12,558,137 | 12,558,137 | 167,553 | 1.35% |
| Total Non-Property Tax Revenue - School | | | | | |
| Total Non-Property Tax Revenue - School | <u>22,092,693</u> | <u>22,618,161</u> | <u>22,618,161</u> | <u>525,468</u> | <u>2.38%</u> |
| Total Non-Property Tax Revenue | 34,483,277 | 35,176,298 | 35,176,298 | 693,021 | 2.01% |
| Total Proposed Budget - Municipal | | | | | |
| Total Proposed Budget - Municipal | 37,867,950 | 38,490,384 | 38,490,384 | 622,434 | 1.64% |
| Total Proposed Budget - School | | | | | |
| Total Proposed Budget - School | <u>38,241,323</u> | <u>39,062,197</u> | <u>39,062,197</u> | <u>820,874</u> | <u>2.15%</u> |
| Total Proposed Budget | 76,109,273 | 77,552,581 | 77,552,581 | 1,443,308 | 1.90% |
| Total Property Tax Dollars Needed - Municipal | | | | | |
| Total Property Tax Dollars Needed - Municipal | 25,477,366 | 25,932,247 | 25,932,247 | 454,881 | 1.79% |
| Total Property Tax Dollars Needed - School | | | | | |
| Total Property Tax Dollars Needed - School | <u>16,148,630</u> | <u>16,444,036</u> | <u>16,444,036</u> | <u>295,406</u> | <u>1.83%</u> |
| Total Property Tax Dollars Needed | 41,625,996 | 42,376,283 | 42,376,283 | 750,287 | 1.80% |



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-----------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| City Clerk | | | | | | | |
| Regular Salaries | 110,998 | 123,813 | 123,813 | 158,990 | 129,772 | 5,959 | 5% |
| Longevity Bonus | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Temporary Assistance | 15,996 | 0 | 0 | 0 | 0 | 0 | 0% |
| OT- Regular | 0 | 1,000 | 0 | 1,000 | 1,000 | 0 | 0% |
| Office Supplies | 997 | 2,250 | 0 | 1,600 | 1,600 | (650) | -29% |
| Other Sup - Voter | 7,098 | 3,380 | 0 | 3,200 | 3,200 | (180) | -5% |
| Repairs - Equipment | 0 | 500 | 0 | 500 | 500 | 0 | 0% |
| Training & Tuition | 1,480 | 1,375 | 0 | 1,535 | 1,535 | 160 | 12% |
| Advertising | 1,471 | 1,200 | 0 | 1,200 | 1,200 | 0 | 0% |
| Professional Services | 3,071 | 2,500 | 0 | 2,500 | 2,500 | 0 | 0% |
| Travel-Mileage | 498 | 500 | 0 | 700 | 700 | 200 | 40% |
| Reports, Printing & Binding | 0 | 0 | 0 | | | 0 | 0% |
| Dues & Subscriptions | 429 | 586 | 0 | 581 | 556 | (30) | -5% |
| Wardens & Ward Clerks | 13,868 | 17,834 | 0 | 15,980 | 15,980 | (1,854) | -10% |
| Voting Machines | 3,532 | 2,155 | 0 | 6,510 | 6,510 | 4,355 | 202% |
| Voting Booths | 4,989 | 0 | 0 | 0 | 0 | 0 | 0% |
| Record Restoration | 12,360 | 7,500 | 7,500 | 7,000 | 0 | (7,500) | -100% |
| TOTAL | 176,787 | 164,593 | 131,313 | 201,296 | 165,053 | 460 | 0.3% |



City of Auburn

City Clerk

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|----------------------|-------|--------------|---------------------|--------------------|
| Regular Salaries | Total | 123,813 | 129,772 | 129,772 |
| OT - Regular | Total | 1,000 | 1,000 | 1,000 |
| Temporary Assistance | Total | - | - | - |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | Pay | Hours/ Week | Manager Proposed | Council Adopted |
|--|----------|----------------|---------------------|--------------------|
| City Clerk (non-union) | Salary | 37.5 | \$ 63,955 | \$ 63,955 |
| Licensing Specialist/Deputy City Clerk (union) | \$ 19.81 | 37.5 | \$ 38,624 | \$ 38,624 |
| Switchboard/Information (union) | | 37.5 | \$ 27,193 | \$ 27,193 |
| Office Assistant/Assistant Clerk (new position)(union) | \$ 14.00 | 37.5 | \$ - | \$ - |
| | | | \$ 129,772 | \$ 129,772 |

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

| OT - Regular | Manager Proposed | Council Adopted |
|--------------|---------------------|--------------------|
| | \$ 1,000 | \$ 1,000 |
| | \$ 1,000 | \$ 1,000 |

Estimated Detail of Temporary Assistance

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Regular Salaries: Again, I am requesting an additional position for an Assistant City Clerk. This person would be fully cross trained with Tax Office and would also be utilized to assist that department in addition to the Switchboard and City Clerk duties. This position will also be instrumental with Voter Registration and Election duties in order to meet staffing needs. In the past, the Clerk's office was staffed with 4 positions (City Clerk, Deputy City Clerk, Deputy Registrar, and Switchboard Operator/Information Assistant). The Deputy Registrar position was eliminated over three years ago and the office has felt the strain of eliminating that position. Filling this position would decrease the need to bring in temporary assistance and would reduce the need for overtime hours during elections.

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



City of Auburn

City Clerk

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|---------------------|-------|--------------|---------------------|--------------------|
| Office Supplies | Total | 2,250 | 1,600 | 1,600 |
| Other Sup - Voter | Total | 3,380 | 3,200 | 3,200 |
| Repairs - Equipment | Total | 500 | 500 | 500 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|--------------------------------------|---------------------|--------------------|
| Office Supplies | | |
| General office supplies | \$ 800 | \$ 800 |
| Voter cards, labels and certificates | \$ 800 | \$ 800 |
| | \$ 1,600 | \$ 1,600 |

Estimated Detail of Other Sup - Voter

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|-----------------------------------|---------------------|--------------------|
| Other Sup - Voter | | |
| Election supplies (miscellaneous) | \$ 500 | \$ 500 |
| Ballots | \$ 2,700 | \$ 2,700 |
| | \$ 3,200 | \$ 3,200 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|--------------------------|---------------------|--------------------|
| Repairs - Equipment | | |
| Office Equipment Repairs | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Line Item Narrative

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

Other Supplies - Voter: This includes the cost of printing ballots for the School Budget and Municipal elections.

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



City of Auburn

City Clerk

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|-----------------------|-------|--------------|---------------------|--------------------|
| Training & Tuition | Total | 1,375 | 1,535 | 1,535 |
| Advertising | Total | 1,200 | 1,200 | 1,200 |
| Professional Services | Total | 2,500 | 2,500 | 2,500 |
| Travel-Mileage | Total | 500 | 700 | 700 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|--------------------|---------------------|--------------------|
| Training & Tuition | | |
| Employee Training | \$ 1,535 | \$ 1,535 |
| | \$ 1,535 | \$ 1,535 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|----------------------------|---------------------|--------------------|
| Advertising | | |
| Public Notice requirements | \$ 1,200 | \$ 1,200 |
| | \$ 1,200 | \$ 1,200 |

Estimated Detail of Professional Services

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|--------------------------------|---------------------|--------------------|
| Travel-Mileage | | |
| Employee Mileage Reimbursement | \$ 700 | \$ 700 |
| | \$ 700 | \$ 700 |

Line Item Narrative

Training & Tuition: This account funds staff training offered through the Maine Town and City Clerk Association (MTCCA) and the New England City and Town Clerks Association. The laws are continually changing, so it is important for staff to be informed and up to date on those changes. The training is also necessary to receive and maintain certification status.

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

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

Travel-Mileage: Reimbursement to employees that use personal vehicles for City business. This also includes lodging costs for costs for the Secretary of State's Conference and the New England Association of City and Town Clerk's Conference.



City of Auburn

City Clerk

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|-----------------------|-------|--------------|---------------------|--------------------|
| Dues & Subscriptions | Total | 586 | 556 | 556 |
| Wardens & Ward Clerks | Total | 17,834 | 15,980 | 15,980 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Manager Proposed | Council Adopted |
|--|--------------------------|---------------------|--------------------|
| Lewiston Sun-Journal | | \$ 251 | \$ 251 |
| Maine Town and City Clerk's Association | (3 staff members) | \$ 50 | \$ 50 |
| Androscoggin County Clerks Association | (Clerk and Deputy Clerk) | \$ 20 | \$ 20 |
| New England Clerk's Association | (Clerk and Deputy Clerk) | \$ 40 | \$ 40 |
| International Institute of Municipal Clerk's | (Clerk only) | \$ 195 | \$ 195 |
| | | \$ 556 | \$ 556 |

Estimated Detail of Wardens & Ward Clerks

Actual expenses may vary according to changing circumstances

| Wardens & Ward Clerks | Hourly | Manager Proposed | Council Adopted |
|---|---------|---------------------|--------------------|
| <u>November 2015 Municipal and State Referendum Election</u> | | | |
| Wardens and Ward Clerks - 5 polling places | \$ 8.00 | \$ 1,750 | \$ 1,750 |
| Election Clerks | \$ 7.75 | \$ 3,300 | \$ 3,300 |
| Deputy Registrars | \$ 7.75 | \$ 440 | \$ 440 |
| <u>2016 State Primary and School Budget Referendum</u> | | | |
| Wardens and Ward Clerks - 5 polling place | \$ 8.00 | \$ 1,750 | \$ 1,750 |
| Election Clerks | \$ 7.75 | \$ 3,300 | \$ 3,300 |
| Deputy Registrars | \$ 7.75 | \$ 440 | \$ 440 |
| Temporary Assistance - Absentee Voting, Nursing Homes, Registrations and testing election equipment | | \$ 5,000 | \$ 5,000 |
| | | \$ 15,980 | \$ 15,980 |

Line Item Narrative

Dues & Subscriptions: See Above. The cost of the IIMC membership has increased and the Deputy City Clerk is now a member of the NEACTC.

Wardens & Warden Clerks: This line item funds the cost of election clerks on election day and training prior to the election. Temporary Assistance with absentee voting, nursing homes, and registrations would be reduced or eliminated with the additional position I am requesting.



City of Auburn

City Clerk

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|--------------------|-------|--------------|---------------------|--------------------|
| Voting Machines | Total | 2,155 | 6,510 | 6,510 |
| Voting Booths | Total | - | - | - |
| Record Restoration | Total | 7,500 | - | - |

Estimated Detail of Voting Machines

Actual expenses may vary according to changing circumstances

| Voting Machines | Manager Proposed | Council Adopted |
|---|---------------------|--------------------|
| Software Programming for Voting Equipment | \$ 2,820 | \$ 2,820 |
| Lease voting equipment (6 machine) | \$ 3,690 | \$ 3,690 |
| | \$ 6,510 | \$ 6,510 |

Estimated Detail of Voting Booths

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Record Restoration

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Voting Machines: FY 2016 Elections - November 2015 Municipal and State Referendum Election and June 2016 State Primary and School Budget Validation Referendum Election. The State has provided us with 6 tabulating machines and we've leased 6 additional machines (2 per polling place including Central Processing of Absentee Ballots). The biennial maintenance fee is included in the lease, however programming is \$370.00 per tabulating machine, per election, with a cap of \$1,350 (plus \$60 in shipping and handling costs for the memory sticks) per jurisdiction, per election



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|--------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| City Manager | | | | | | | |
| Regular Salaries | 227,953 | 230,135 | 208,555 | 236,000 | 236,000 | 5,865 | 2.5% |
| PS - General | 1,241 | 700 | 2,500 | 700 | 700 | 0 | 0.0% |
| Office Supplies | 1,140 | 700 | 1,200 | 700 | 700 | 0 | 0% |
| Veterans Markers & Flags | 0 | 10,000 | 10,000 | 0 | 0 | (10,000) | |
| Comm - Telephone | 1,680 | 1,680 | 1,680 | 1,680 | 1,680 | 0 | 0% |
| Special Events | 7,869 | 22,000 | 20,000 | 22,000 | 22,000 | 0 | 0% |
| Training & Tuition | 7,530 | 7,975 | 1,500 | 1,500 | 1,500 | (6,475) | -81% |
| Travel-Mileage | 1,957 | 5,600 | 3,478 | 5,600 | 5,600 | 0 | 0% |
| Dues & Subscriptions | 3,147 | 1,960 | 2,400 | 1,160 | 1,160 | (800) | -41% |
| TOTAL | 252,517 | 280,750 | 251,313 | 269,340 | 269,340 | (11,410) | -4.1% |



City of Auburn

City Manager

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|------------------|-------|--------------|---------------------|--------------------|
| Regular Salaries | Total | 235,783 | 236,000 | 236,000 |
| PS - General | Total | 450 | 700 | 700 |
| Office Supplies | Total | 700 | 700 | 700 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | Manager Proposed | Manager Proposed |
|------------------------------------|---------------------|---------------------|
| City Manager (non-union) | \$ 99,000 | \$ 99,000 |
| Assistant City Manager (non-union) | \$ 87,000 | \$ 87,000 |
| Executive Assistant (non-union) | \$ 50,000 | \$ 50,000 |
| | \$ 236,000 | \$ 236,000 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Manager Proposed | Manager Proposed |
|--------------------|---------------------|---------------------|
| Purchased Services | \$ 700 | \$ 700 |
| | \$ 700 | \$ 700 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| Office Supplies | Manager Proposed | Manager Proposed |
|-------------------------|---------------------|---------------------|
| General Office Supplies | \$ 700 | \$ 700 |
| | \$ 700 | \$ 700 |

Line Item Narrative

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

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

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



City of Auburn

City Manager

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|--------------------------|-------|--------------|---------------------|--------------------|
| Comm - Telephone | Total | 1,974 | 1,680 | 1,680 |
| Special Events | Total | 22,000 | 22,000 | 22,000 |
| Veterans Markers & Flags | Total | 10,000 | - | - |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Special Events

Actual expenses may vary according to changing circumstances

| | Manager Proposed | Council Adopted |
|----------------|---------------------|--------------------|
| Special Events | | |
| Special Events | \$ 22,000 | \$ 22,000 |
| | \$ 22,000 | \$ 22,000 |

Estimated Detail of Veterans Markers & Flags

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

City Manager

Fiscal Year 2016
Adopted 6.30.2015

| Line Items | | Last Year | Manager Proposed | Council Adopted |
|--------------------|-------|--------------|---------------------|--------------------|
| Training & Tuition | Total | 7,975 | 1,500 | 1,500 |
| Travel-Mileage | Total | 5,600 | 5,600 | 5,600 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

City Manager

Fiscal Year 2016
Adopted 6.30.2015

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

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|------------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Economic Development</i> | | | | | | | |
| Regular Salaries | 142,434 | 139,705 | 143,000 | 140,680 | 140,680 | 975 | 0.7% |
| PS - General | 5,494 | 30,050 | 4,250 | 30,000 | 30,000 | (50) | -0.2% |
| Office Supplies | 328 | 100 | 90 | 100 | 100 | 0 | 0% |
| Comm - Telephone | 553 | 360 | 360 | 720 | 720 | 360 | 100% |
| Training & Tuition | 70 | 1,040 | 1,600 | 1,135 | 1,135 | 95 | 9% |
| Travel-Mileage | 66 | 100 | 50 | 100 | 100 | 0 | 0% |
| Dues & Subscriptions | 171,933 | 188,145 | 172,353 | 188,345 | 188,345 | 200 | 0% |
| TOTAL | 320,878 | 359,500 | 321,703 | 361,080 | 361,080 | 1,580 | 0.4% |



City of Auburn

Economic Dev

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 139,705 | 140,680 | 140,680 |
| PS - General | Total | 30,050 | 30,000 | 30,000 |
| Office Supplies | Total | 100 | 100 | 100 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|---|-----------------|-------------------|---------------------|
| Regular Salaries | | | |
| Economic Development Specialist (non-union) | | \$ 59,816 | \$ 59,816 |
| Administrative Assistant (see Finance)(union) | | \$ - | |
| Director of Economic Development (non-union) | | \$ 80,864 | \$ 80,864 |
| | | \$ 140,680 | \$ 140,680 |
| | TIF Offset | 100% | \$ 140,680 |
| | Net Cost | | \$ - |

Note: The wages of the Director of Economic Development the ED assistant and admin asst are paid for 100% by TIF Revenues.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|--------------------|-----------------|------------------|---------------------|
| PS - General | | | |
| Purchased Services | | \$ 30,000 | \$ 30,000 |
| | | \$ 30,000 | \$ 30,000 |
| | TIF Offset | 100% | \$ 30,000 |
| | Net Cost | | \$ - |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|-------------------------|-----------------|------------------|---------------------|
| Office Supplies | | | |
| General Office Supplies | | \$ 100 | \$ 100 |
| | | \$ 100 | \$ 100 |
| | TIF Offset | 100% | \$ 100 |
| | Net Cost | | \$ - |

Line Item Narrative

Regular Wages:

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

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

Last Dept. Manager



City of Auburn

Economic Dev

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Year | Request | Proposed |
|--------------------|-------|-------|---------|----------|
| Comm - Telephone | Total | 360 | 720 | 720 |
| Training & Tuition | Total | 1,040 | 1,135 | 1,135 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

| Comm - Telephone | Cost / Month | Dept. Request | Manager Proposed |
|-------------------------------|--------------|------------------|---------------------|
| Economic Development Director | \$ 30.00 | \$ 720 | \$ 720 |
| | | \$ 720 | \$ 720 |
| TIF Offset | | 100% | \$ 720 |
| Net Cost | | | \$ - |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| Training & Tuition | Dept. Request | Manager Proposed |
|--------------------------------------|------------------|---------------------|
| NE Chapter Congress for New Urbanism | \$ 95 | \$ 95 |
| Chamber Awards Dinner | \$ 50 | \$ 50 |
| Chamber Breakfast | \$ 100 | \$ 100 |
| EDCM Quarterly Meetings | \$ 240 | \$ 240 |
| LAEGC Awards Dinner | \$ - | \$ - |
| LAEGC B to B Trade Show | \$ - | \$ - |
| MEREDA Trade Show & Seminars | \$ 650 | \$ 650 |
| | \$ 1,135 | \$ 1,135 |
| | 100% | \$ 1,135 |
| | | \$ - |

Line Item Narrative

Communications: Cell phone usage .

Training & Tuition: This account funds the training needs for the Economic Development staff.

Last Dept. Manager



City of Auburn

Economic Dev

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Year | Request | Proposed |
|----------------------|-------|---------|---------|----------|
| Travel-Mileage | Total | 100 | 100 | 100 |
| Dues & Subscriptions | Total | 188,145 | 188,345 | 188,345 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------------|------------------|---------------------|
| Travel-Mileage | | |
| Miscellaneous Department Mileage | \$ 100 | \$ 100 |
| | \$ 100 | \$ 100 |
| TIF Offset | 100% | \$ 100 |
| Net Cost | | \$ - |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--|-------------------|---------------------|
| Dues & Subscriptions | | |
| Auburn Business Association (ABA) | \$ 60 | \$ 60 |
| AVCOG | \$ 26,000 | \$ 26,000 |
| L/A Chamber of Commerce | \$ 1,200 | \$ 1,200 |
| Lewiston Auburn Economic Growth Council (LAEGC) | \$ 160,610 | \$ 160,610 |
| Economic Development Council of Maine (EDCM) | \$ 100 | \$ 100 |
| Maine Biz | \$ 100 | \$ 100 |
| Maine Real Estate & Development Association (MEREDA) | \$ 275 | \$ 275 |
| | \$ 188,345 | \$ 188,345 |
| TIF Offset | 100% | \$ 188,345 |
| Net Cost | | \$ - |

Line Item Narrative

Travel-Mileage: Miscellanous department mileage.

Dues & Subscriptions: This account funds the dues for the Economic Development Director and various memberships as well as LAEGC .



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| Financial Services | | | | | | | |
| Regular Salaries | 541,715 | 554,420 | 571,638 | 580,880 | 580,880 | 26,460 | 5% |
| Longevity Bonus | - | - | - | - | - | 0 | |
| PS - General | 28,708 | 31,520 | 26,600 | 26,520 | 25,120 | (6,400) | -20% |
| Reports, Printing, & Binding | 1,558 | 2,300 | 1,800 | 1,800 | 1,800 | (500) | -22% |
| Office Supplies | 3,439 | 4,900 | 5,000 | 4,550 | 4,550 | (350) | -7% |
| Training & Tuition | 1,158 | 3,410 | 2,300 | 3,130 | 3,130 | (280) | -8% |
| Dues & Subscriptions | 2,216 | 3,035 | 1,800 | 1,775 | 1,325 | (1,710) | -56% |
| PS - Recording Fee | 916 | 1,500 | 1,000 | 1,000 | 1,000 | (500) | -33% |
| MV Sup - Gas & Oil | 383 | 400 | 350 | 400 | 400 | 0 | |
| Comm-Telephone | 1,138 | 1,200 | 200 | 200 | 200 | (1,000) | |
| Advertising | 271 | 500 | 299 | 300 | 300 | (200) | |
| Travel-Mileage | 408 | 950 | 500 | 750 | 750 | (200) | -21% |
| Travel-Seminar Costs | 439 | - | - | - | - | 0 | 0% |
| Repairs - Vehicles | 245 | 1,000 | 350 | 400 | 400 | (600) | |
| TOTAL | 582,594 | 605,135 | 611,837 | 621,705 | 619,855 | 14,720 | 2.4% |



City of Auburn

Financial Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 554,420 | 580,880 | 580,880 |
| PS - General | Total | 31,520 | 26,520 | 25,120 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | Dept. Request | Manager Proposed |
|---------------------------------------|-------------------|---------------------|
| Finance Director (non-union) | \$ 83,232 | \$ 83,232 |
| Accounting Assistant (union) | \$ 58,486 | \$ 58,486 |
| Accounting Assistant (union) | \$ 46,644 | \$ 46,644 |
| Facilities Mgr/Purchasing (non-union) | \$ 61,000 | \$ 61,000 |
| Assessor (non-union) | \$ 78,000 | \$ 78,000 |
| Appraiser (union) | \$ 59,500 | \$ 59,500 |
| Admin Asst (union) | \$ 30,200 | \$ 30,200 |
| Tax Clerk (union) | \$ 41,844 | \$ 41,844 |
| Tax Clerk (union) | \$ 31,590 | \$ 31,590 |
| Tax Clerk (union) | \$ 38,884 | \$ 38,884 |
| Tax Collector (non-union) | \$ 51,500 | \$ 51,500 |
| | \$ 580,880 | \$ 580,880 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| CAFR & Annual Report Filing Fee | \$ 505 | \$ 505 |
| Contracted Services-Assessing | \$ 3,000 | \$ 2,000 |
| Discharge of Liens | \$ 8,455 | \$ 8,455 |
| Filing Tax Liens | \$ 8,360 | \$ 8,360 |
| Research deeds for liens/foreclosures | \$ 1,200 | \$ 800 |
| Tax Bill Preparation & City Manager's Letter | \$ 5,000 | \$ 5,000 |
| | \$ 26,520 | \$ 25,120 |

Line Item Narrative

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



City of Auburn

Financial Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Reports, Printing, & Binding | Total | 2,300 | 1,800 | 1,800 |
| Office Supplies | Total | 4,900 | 4,550 | 4,550 |

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| Reports, Printing, & Binding | | |
| Checks | \$ 600 | \$ 600 |
| CAFR (Comprehensive Annual Financial Report) | \$ 500 | \$ 500 |
| Commitment Book | \$ 300 | \$ 300 |
| Tax Office Receipts | \$ 200 | \$ 200 |
| W-2, 1099,& Tax Supplies | \$ 200 | \$ 200 |
| | \$ 1,800 | \$ 1,800 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|------------------|---------------------|
| Office Supplies | | |
| Envelopes | \$ 750 | \$ 750 |
| Binders and Supplies | \$ 2,200 | \$ 2,200 |
| Toner Check Printer | \$ 500 | \$ 500 |
| Miscellaneous | \$ 1,100 | \$ 1,100 |
| | \$ 4,550 | \$ 4,550 |

Line Item Narrative

Reports, Printing & Binding: See Above.

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



City of Auburn

Financial Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Training & Tuition | Total | 3,410 | 3,130 | 3,130 |
| Dues & Subscriptions | Total | 3,035 | 1,775 | 1,325 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| Training & Tuition | | Dept. Request | Manager Proposed |
|--|--|------------------|---------------------|
| Continuing Education for Certifications & Licenses-Assessing | | \$ 1,500 | \$ 1,500 |
| Seminar Costs | | \$ 500 | \$ 500 |
| Maine Municipal | | | |
| Annual Conference | | \$ 170 | \$ 170 |
| Payroll Updates | | \$ 160 | \$ 160 |
| Tax Collectors/Treasurers | | \$ 250 | \$ 250 |
| Maine GFOA Training | | \$ 300 | \$ 300 |
| Mileage | | \$ 250 | \$ 250 |
| | | \$ 3,130 | \$ 3,130 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Dept. Request | Manager Proposed |
|---|--|------------------|---------------------|
| Registry of Deeds | | \$ 70 | \$ 70 |
| Excise Publications/Books | | \$ 200 | \$ 200 |
| GFOA Membership | | \$ 250 | \$ 250 |
| Maine GFOA | | \$ 35 | \$ 35 |
| Maine Tax Collectors and Treasurers | | \$ 100 | \$ 100 |
| IAAO(International Association of Assessing Officers) National-Assessor | | \$ 175 | \$ 175 |
| IAAO State Chapter | | \$ 90 | \$ 90 |
| MAAO | | \$ 90 | \$ 90 |
| Appraisal Institute-Assessor | | \$ 315 | \$ 315 |
| Updates to GAAP,GAAS and Price Digests | | \$ 450 | \$ - |
| | | \$ 1,775 | \$ 1,325 |

Line Item Narrative

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

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

Last Dept. Manager



City of Auburn

Financial Services

Fiscal Year 2016
Proposed 3.30.2015

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

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------|------------------|---------------------|
| PS - Recording Fee | | |
| Annual Fee and Deed Copies | \$ 1,000 | \$ 1,000 |
| | \$ 1,000 | \$ 1,000 |

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Comm-Telephone

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------|------------------|---------------------|
| Comm-Telephone | | |
| Shared Cell Phone | \$ 200 | \$ 200 |
| | \$ 200 | \$ 200 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------|------------------|---------------------|
| Advertising | | |
| Newspapers Advertising | \$ 300 | \$ 300 |
| | \$ 300 | \$ 300 |

Line Item Narrative

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

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

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

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



City of Auburn

Financial Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|--------------|------------------|---------------------|
| Travel-Mileage | Total | 950 | 750 | 750 |
| Repairs - Vehicles | Total | 1,000 | 400 | 400 |

Estimated Detail of Travel-Mileage

| Travel-Mileage | | Dept. Request | Manager Proposed |
|----------------|--|------------------|---------------------|
| Mileage | | \$ 750 | \$ 750 |
| | | \$ 750 | \$ 750 |

Estimated Detail of Repairs - Vehicles

| Repairs - Vehicles | | Dept. Request | Manager Proposed |
|----------------------|--|------------------|---------------------|
| 2005 Hyundai Elantra | | \$ 400 | \$ 400 |
| | | \$ 400 | \$ 400 |

Line Item Narrative

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Human Resources</i> | | | | | | | |
| Regular Salaries | 124,464 | 125,192 | 125,988 | 130,253 | 126,460 | 1,268 | 1% |
| Longevity Bonus | 0 | 0 | 400 | 0 | 0 | 0 | 0% |
| Other Sup-Operating | 214 | 500 | 300 | 500 | 500 | 0 | 0% |
| PS-Professional Development | 0 | 2,000 | 1,500 | 2,000 | 2,000 | 0 | 0% |
| PS - Emp Assist Program | 850 | 650 | 650 | 850 | 850 | 200 | 31% |
| PS - Drug Testing & Physicals | 2,789 | 4,206 | 2,958 | 6,576 | 6,576 | 2,370 | 56% |
| PS - Testing | 149 | 2,410 | 750 | 2,410 | 2,410 | 0 | 0% |
| Office Supplies | 160 | 400 | 1,200 | 500 | 500 | 100 | 25% |
| Training & Tuition | 1,110 | 1,230 | 1,230 | 1,230 | 1,230 | 0 | 0% |
| Advertising | 1,700 | 2,000 | 2,500 | 2,000 | 2,000 | 0 | 0% |
| Travel-Mileage | 193 | 300 | 195 | 300 | 300 | 0 | 0% |
| Travel-Seminar Costs | 362 | 450 | 350 | 450 | 450 | 0 | 0% |
| Dues & Subscriptions | 101 | 240 | 240 | 250 | 250 | 10 | 4% |
| TOTAL | 132,092 | 139,578 | 138,261 | 147,319 | 143,526 | 3,948 | 2.8% |



City of Auburn

Human Resources

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 125,192 | 130,253 | 126,460 |
| Other Sup-Operating | Total | 500 | 500 | 500 |
| PS - Emp Assist Program | Total | 650 | 850 | 850 |
| PS-Professional Development | Total | 2,000 | 2,000 | 2,000 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------------|-------------------|---------------------|
| Regular Salaries | | |
| Human Resources Director (non-union) | \$ 84,512 | \$ 82,051 |
| Administrative Assistant (non-union) | \$ 45,741 | \$ 44,409 |
| | \$ 130,253 | \$ 126,460 |

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------------------|------------------|---------------------|
| Other Sup-Operating | | |
| PPE Equipment N95s (Pandemic Event) | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Estimated Detail of PS - Emp Assist Program

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------------|------------------|---------------------|
| PS - Emp Assist Program | | |
| Employee Assistance Program | \$ 850 | \$ 850 |
| | \$ 850 | \$ 850 |

Line Item Narrative

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

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

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



City of Auburn

Human Resources

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------------|-------|--------------|------------------|---------------------|
| PS - Drug Testing & Physicals | Total | 4,206 | 6,576 | 6,576 |
| PS - Testing | Total | 2,410 | 2,410 | 2,410 |

Estimated Detail of PS - Drug Testing & Physicals

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------------------|------------------|---------------------|
| PS - Drug Testing & Physicals | | |
| Pre-employment Physicals (Admin) | \$ 632 | \$ 632 |
| DOT Random Drug Test | \$ 4,528 | \$ 4,528 |
| DOT Breath-Alcohol Tests | \$ 398 | \$ 398 |
| DOT Pre-Use CDL Tests | \$ 185 | \$ 185 |
| DOT Return-to-Work/Follow-up | \$ 308 | \$ 308 |
| Bloodborne Pathogens series | \$ 200 | \$ 200 |
| Non-DOT Applicant Testing | \$ 150 | \$ 150 |
| Random Drug Pool Annual Admin Fee | \$ 175 | \$ 175 |
| | \$ 6,576 | \$ 6,576 |

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------|------------------|---------------------|
| PS - Testing | | |
| Employee Testing | \$ 2,410 | \$ 2,410 |
| | \$ 2,410 | \$ 2,410 |

Line Item Narrative

Drug Testing: The Department of Transportation (DOT) Substance Abuse testing regulations mandates drug and alcohol testing for all employees with Commercial Driver's Licenses (CDL). The City must test under certain situations: pre-employment, after certain types of motor vehicle accidents, promotions into positions requiring CDL's, random drug and alcohol testing and follow-up testing after an employee receives a positive drug test. Annually, 50% of the employees are tested for drugs and 10% for alcohol. The account includes the administrative costs for an outside agency to administer the random drug pool, cost of drug collection and reporting of test results. Also included are pre-employment physicals and drug screening for new employees. An additional \$2,370 is requested in the substance abuse testing account to cover projected expenses due to implementing a program in the Fire Department.

Employee Testing: This account covers the costs of professionally prepared written exams for entry level and promotions specifically designed for the Public Safety Departments.



City of Auburn

Human Resources

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|--------------|------------------|---------------------|
| Office Supplies | Total | 400 | 500 | 500 |
| Training & Tuition | Total | 1,230 | 1,230 | 1,230 |
| Advertising | Total | 2,000 | 2,000 | 2,000 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| Office Supplies | | |
| General Office Supplies | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| Training & Tuition | | |
| Professional Development | \$ 1,230 | \$ 1,230 |
| | \$ 1,230 | \$ 1,230 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| Advertising | | |
| Advertising for City-wide Employee Recruiting | \$ 2,000 | \$ 2,000 |
| | \$ 2,000 | \$ 2,000 |

Line Item Narrative

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

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

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

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Travel-Mileage | Total | 300 | 300 | 300 |
| Travel-Seminar Costs | Total | 450 | 450 | 450 |
| Dues & Subscriptions | Total | 240 | 250 | 250 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| 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 Proposed |
|----------------------|------------------|---------------------|
| 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 Proposed |
|----------------------------|------------------|---------------------|
| Dues & Subscriptions | | |
| Professional Subscriptions | \$ 250 | \$ 250 |
| | \$ 250 | \$ 250 |

Line Item Narrative

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

Travel-Seminar Costs: This account covers travel expenses to a human resources convention for the staff, including mileage, meals and lodging.

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|--------------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| <i>Information Technology</i> | | | | | | | |
| Regular Salaries | 178,044 | 170,689 | 115,000 | 167,684 | 125,000 | (45,689) | -27% |
| Longevity Bonus | 0 | 300 | 0 | 0 | 0 | (300) | -100% |
| PS - General | 18,828 | 11,250 | 10,448 | 29,000 | 29,000 | 17,750 | 158% |
| Office Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Sup - Operating | 345 | 3,000 | 4,500 | 3,000 | 3,000 | 0 | 0% |
| Other Sup - Computer Hardwa | 34,364 | 28,600 | 27,500 | 22,000 | 22,000 | (6,600) | -23% |
| Repairs - Equipment | 4,807 | 2,500 | 2,500 | 2,500 | 2,500 | 0 | 0% |
| Training & Tuition | 1,675 | 4,020 | 2,000 | 3,020 | 3,020 | (1,000) | -25% |
| Travel-Mileage | 33 | 200 | 150 | 200 | 200 | 0 | 0% |
| Travel-Seminar Costs | 430 | 1,320 | 1,200 | 1,320 | 1,320 | 0 | 0% |
| Computer Software | 14,564 | 33,050 | 38,000 | 9,000 | 9,000 | (24,050) | -73% |
| Software Licensing | 133,593 | 158,900 | 194,000 | 158,700 | 158,700 | (200) | 0% |
| Comm - Network | 0 | 0 | 0 | 36,450 | 36,450 | 36,450 | 0% |
| CIP - Computer Software | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| TOTAL | 386,683 | 413,829 | 395,298 | 432,874 | 390,190 | (23,639) | -5.7% |



City of Auburn

IT

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|-----------|---------------|------------------|
| Regular Salaries | Total | 170,689 | 167,684 | 125,000 |
| Longevity Bonus | Total | 300 | - | - |
| PS - General | Total | 11,250 | 29,000 | 29,000 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------------|-------------------|-------------------|
| Regular Salaries | | |
| IT Manager/Network Administrator | \$ 63,684 | \$ 70,000 |
| Geospatial Database Manager | \$ 55,000 | \$ 55,000 |
| Database Staff Support Manager | \$ 49,000 | |
| | \$ 167,684 | \$ 125,000 |

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|------------------|------------------|
| PS - General | | |
| Telephony Consulting | \$ 3,000 | \$ 3,000 |
| GIS Consulting | \$ 9,000 | \$ 9,000 |
| Contracted Service | \$ 10,000 | \$ 10,000 |
| Network Consulting | \$ 7,000 | \$ 7,000 |
| | \$ 29,000 | \$ 29,000 |

Line Item Narrative

Salaries: The Department is requesting a new position, the Database Staff Support Manager (DSSM). This position would allow us to better support our critical database application - MUNIS, enerGov, Lucity and Patriot. This position would also add to our depth of HelpDesk support. This would be a re-purposing of the (unfilled) website Support Technician position, which would have been 100% TIF funded..

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

PS General: This account is used when there is a need to support City staff, on a short-term, project-specific basis. It pays for outside consultants on a time and materials basis for projects such as phone system or network upgrades or for a special GIS project. Previously, GIS Consulting had been funded through the Computer Software account but it more properly belongs here.



City of Auburn

IT

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------------|-------|-----------|---------------|------------------|
| Other Sup - Operating | Total | 3,000 | 3,000 | 3,000 |
| Other Sup - Computer Hardware | Total | 28,600 | 22,000 | 22,000 |
| Repairs - Equipment | Total | 2,500 | 2,500 | 2,500 |

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|-----------------|------------------|
| Other Sup - Operating | | |
| Accessory Computer Needs | \$ 3,000 | \$ 3,000 |
| | \$ 3,000 | \$ 3,000 |

Estimated Detail of Other Sup - Computer Hardware

Longevity Bonus

| | Dept. Request | Manager Proposed |
|-------------------------------|------------------|------------------|
| Other Sup - Computer Hardware | | |
| Expanded wirelss access at PW | \$ 2,000 | \$ 2,000 |
| PC Replacements | \$ 20,000 | \$ 20,000 |
| | \$ 22,000 | \$ 22,000 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------|-----------------|------------------|
| Repairs - Equipment | | |
| Equipment Repair | \$ 2,500 | \$ 2,500 |
| | \$ 2,500 | \$ 2,500 |

Line Item Narrative

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

Other Supplies - Computer Hardware: This account funds acquisition and replacement of computers, and other information technology equipment for all departments. This year's projects include creating complete wireless connectivity at the Highway building, replacement of the large-format printer, and the annual replacement of our oldest computers.

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



City of Auburn

IT

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|-----------|---------------|------------------|
| Training & Tuition | Total | 4,020 | 3,020 | 3,020 |
| Travel-Mileage | Total | 200 | 200 | 200 |
| Travel-Seminar Costs | Total | 1,320 | 1,320 | 1,320 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|-----------------|------------------|
| Training & Tuition | | |
| URISA GISP Certification | \$ 1,000 | \$ 1,000 |
| ESRI GIS Training | \$ 2,020 | \$ 2,020 |
| | \$ 3,020 | \$ 3,020 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------------------|---------------|------------------|
| Travel-Mileage | | |
| Reimbursement For Personal Vehicles | \$ 200 | \$ 200 |
| | \$ 200 | \$ 200 |

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|-----------------|------------------|
| Travel-Seminar Costs | | |
| NEARC | \$ 1,000 | \$ 1,000 |
| MMA | \$ 120 | \$ 120 |
| MEGUG | \$ 200 | \$ 200 |
| | \$ 1,320 | \$ 1,320 |

Line Item Narrative

Training & Tuition: It is important that ICT Staff stay current with technological best practices. This training allows staff to become more knowledgeable in industry trends. This year, we will be attempting to gain GIS Professional (GISP) certification for our Geospatial Database Manager. We will also be pursuing further GIS training through ESRI..

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

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



City of Auburn

IT

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|-----------|---------------|------------------|
| Computer Software | Total | 33,050 | 9,000 | 9,000 |
| Software Licensing | Total | 158,900 | 158,700 | 158,700 |

Estimated Detail of Computer Software

Actual expenses may vary according to changing circumstances

| Computer Software | Copies | Dept. Request | Manager Proposed |
|--------------------|--------|-----------------|------------------|
| Server OS upgrades | | \$ 6,000 | \$ 6,000 |
| Office Upgrades | | \$ 3,000 | \$ 3,000 |
| | | \$ 9,000 | \$ 9,000 |

Estimated Detail of Software Licensing

Actual expenses may vary according to changing circumstances

| Software Licensing | Dept. Request | Manager Proposed |
|--|-------------------|-------------------|
| Auto Desk Subscription (Engineering) | \$ 200 | \$ 200 |
| CopLogic (APD) | \$ 6,000 | \$ 6,000 |
| EnerGov (Permitting, Planning and Licensing) | \$ 18,000 | \$ 18,000 |
| ESRI (GIS Software) | \$ 25,000 | \$ 25,000 |
| Lucity (Asset Management) | \$ 12,000 | \$ 12,000 |
| IMC (Public Safety for Fire and Police) | \$ 20,500 | \$ 20,500 |
| MUNIS (Financials, Purchasing, Budgeting) | \$ 57,000 | \$ 57,000 |
| Patriot (Computer-Aided Mass Appraisal) | \$ 16,000 | \$ 16,000 |
| Website Hosting | \$ 4,000 | \$ 4,000 |
| | \$ 158,700 | \$ 158,700 |

Line Item Narrative

Computer Software: This account funds new software acquisitions. As we upgrade our major applications, we find that the operating systems and support software on our servers is not always up to the new task. We will begin systematically upgrading operating systems on all of our servers, bringing them to current standards. The Document and Scanning project will streamline the Human Resource Department by managing sensitive and confidential information and storing it digitally for easy retrieval, decreased paper usage, all while decreasing physical storage space. This will be an expansion of the Tyler Content Manager software put in place by Finance in FY15. The significant decrease in this account was caused by moving GIS Consulting from this account to the Purchased Services account, where it belongs.

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

Last Dept. Manager



City of Auburn

IT

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Year | Request | Proposed |
|----------------|-------|------|---------|----------|
| Comm - Network | Total | - | 36,450 | 36,450 |

Estimated Detail of Comm - Network

Actual expenses may vary according to changing circumstances

| | Copies | Dept. Request | Manager Proposed |
|---|--------|------------------|---------------------|
| Comm - Network | | | |
| Dark Fiber (Lease) | | \$ 12,000 | \$ 12,000 |
| High Speed Internet @ 600 a month | | \$ 7,200 | \$ 7,200 |
| Elevator Emergency Lines @ \$227 a month | | \$ 2,750 | \$ 2,750 |
| Primary Rate Interface (PRI) Linesx2 - Phone Switches | | \$ 14,500 | \$ 14,500 |
| | | \$ 36,450 | \$ 36,450 |

Line Item Narrative

Comm -- Network: These are new items to the IT Budget, they were previously in the Facilities budget.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Legal Services</i> | | | | | | | |
| PS-Legal | 84,239 | 65,000 | 80,000 | 65,000 | 65,000 | 0 | 0% |
| TOTAL | 84,239 | 65,000 | 80,000 | 65,000 | 65,000 | - | 0.0% |



City of Auburn

Legal

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------|-------|-----------|---------------|------------------|
| PS-Legal | Total | 65,000 | 65,000 | 65,000 |

Estimated Detail of PS-Legal

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------|------------------|------------------|
| PS-Legal | | |
| Legal Services | \$ 65,000 | \$ 65,000 |
| | \$ 65,000 | \$ 65,000 |

Line Item Narrative

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| <i>Mayor and Council</i> | | | | | | | |
| Regular Salaries | 16,750 | 16,600 | 16,600 | 16,600 | 16,600 | 0 | 0.0% |
| PS - General | 23,357 | 35,500 | 36,916 | 38,850 | 37,850 | 2,350 | 6.6% |
| Office Supplies | 616 | 500 | 400 | 500 | 500 | 0 | 0.0% |
| Travel-Mileage | 0 | 200 | 0 | 200 | 200 | 0 | 0.0% |
| Dues & Subscriptions | 22,615 | 25,732 | 25,732 | 25,983 | 22,216 | (3,516) | -13.7% |
| TOTAL | 63,338 | 78,532 | 79,648 | 82,133 | 77,366 | (1,166) | -1.5% |



City of Auburn

Mayor & Council

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 16,600 | 16,600 | 16,600 |
| PS - General | Total | 35,500 | 38,850 | 37,850 |
| Office Supplies | Total | 500 | 500 | 500 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|------------------|-----------|------------------|---------------------|
| 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 Proposed |
|--|--|------------------|---------------------|
| PS - General | | | |
| Community Event Registration (LAEGC, Chamber, ABA) | | \$ 2,000 | \$ 2,000 |
| Annual City Audit | | \$ 29,850 | \$ 29,850 |
| Community/Employee Recognition | | \$ 3,500 | \$ 3,000 |
| Council Dinners, Chamber Breakfasts, Water, etc. | | \$ 3,500 | \$ 3,000 |
| | | \$ 38,850 | \$ 37,850 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|-------------------------|--|------------------|---------------------|
| Office Supplies | | | |
| General Office Supplies | | \$ 500 | \$ 500 |
| | | \$ 500 | \$ 500 |

Line Item Narrative

Regular Salaries: Established by Charter.

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



City of Auburn

Mayor & Council

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Travel-Mileage | Total | 200 | 200 | 200 |
| Dues & Subscriptions | Total | 25,732 | 25,983 | 22,216 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| Travel-Mileage | | Dept. Request | Manager Proposed |
|--|--|------------------|---------------------|
| Mileage Reimbursement for Mayor and Councilors | | \$ 200 | \$ 200 |
| | | \$ 200 | \$ 200 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Dept. Request | Manager Proposed |
|--------------------------------|--|------------------|---------------------|
| Maine Development Foundation | | \$ 350 | \$ 350 |
| Maine Service Center Coalition | | \$ 2,767 | \$ - |
| Mayor's Coalition | | \$ 1,000 | \$ - |
| Maine Municipal Association | | \$ 21,866 | \$ 21,866 |
| | | \$ 25,983 | \$ 22,216 |

Line Item Narrative

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

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|---------------|
| <i>Health & Social Services Administration</i> | | | | | | | |
| Regular Salaries | 82,257 | 85,012 | 85,012 | 85,895 | 73,762 | (11,250) | -13% |
| Office Supplies | 371 | 300 | 300 | 300 | 300 | 0 | 0% |
| Other Sup-Operating | 56 | 800 | 800 | 800 | 800 | 0 | 0% |
| Training & Tuition | 115 | 200 | 150 | 200 | 200 | 0 | 0% |
| Travel-Mileage | 144 | 200 | 156 | 200 | 200 | 0 | 0% |
| Travel-Seminar Costs | 169 | 400 | 200 | 400 | 400 | 0 | 0% |
| Dues & Subscriptions | 60 | 60 | 60 | 60 | 60 | 0 | 0% |
| TOTAL | 83,172 | 86,972 | 86,678 | 87,855 | 75,722 | (11,250) | -12.9% |



City of Auburn

General Assistance

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 85,012 | 85,895 | 73,762 |
| Office Supplies | Total | 300 | 300 | 300 |
| Other Sup-Operating | Total | 800 | 800 | 800 |
| Training & Tuition | Total | 200 | 200 | 200 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------|------------------|---------------------|
| Regular Salaries | | |
| Welfare Director (non-union) | \$ 55,567 | \$ 55,567 |
| Case Worker (union) | \$ 30,328 | \$ 18,195 |
| | \$ 85,895 | \$ 73,762 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| Office Supplies | | |
| General Office Supplies | \$ 300 | \$ 300 |
| | \$ 300 | \$ 300 |

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------|------------------|---------------------|
| Other Sup-Operating | | |
| Vouchers | \$ 800 | \$ 800 |
| | \$ 800 | \$ 800 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| Training & Tuition | | |
| Professional Development | \$ 200 | \$ 200 |
| | \$ 200 | \$ 200 |

Line Item Narrative

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

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

Other Supplies-Operating: This account provides security paper for our vouchers (DocuGuard \$32 ream), laser ink cartridge for two printers, projected cost of laser jets is \$600 for the year.

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



City of Auburn

General Assistance

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Travel-Mileage | Total | 200 | 200 | 200 |
| Travel-Seminar Costs | Total | 400 | 400 | 400 |
| Dues & Subscriptions | Total | 60 | 60 | 60 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| 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 Proposed |
|----------------------|------------------|---------------------|
| Travel-Seminar Costs | | |
| Registration Costs | \$ 400 | \$ 400 |
| | \$ 400 | \$ 400 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|--|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Health & Social Services--Assistance</i> | | | | | | | |
| PA - Electrical | 6,481 | 4,400 | 3,758 | 4,320 | 4,320 | (80) | -2% |
| PA - Medical | 6,132 | 3,754 | 4,870 | 4,920 | 4,920 | 1,166 | 24% |
| PA - Burial | 1,570 | 1,790 | 3,000 | 3,185 | 3,185 | 1,395 | 47% |
| PA - Fuel | 2,528 | 1,064 | 600 | 1,064 | 1,064 | 0 | 0% |
| PA - Provisions | 495 | 1,664 | 1,200 | 1,664 | 1,664 | 0 | 0% |
| PA - Rent | 119,761 | 88,774 | 87,000 | 89,300 | 89,300 | 526 | 1% |
| PA - Other | 2,210 | 4,536 | 1,000 | 4,536 | 4,536 | 0 | 0% |
| TOTAL | 139,177 | 105,982 | 101,428 | 108,989 | 108,989 | 3,007 | 2.8% |



City of Auburn

General Assistance

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------|-------|--------------|------------------|---------------------|
| PA - Electrical | Total | 4,400 | 4,320 | 4,320 |
| PA - Medical | Total | 3,754 | 4,920 | 4,920 |
| PA - Burial | Total | 1,790 | 3,185 | 3,185 |

Estimated Detail of PA - Electrical

Actual expenses may vary according to changing circumstances

| PA - Electrical | Avg. Applicants | Avg. Cost | Dept. Request | Manager Proposed |
|-------------------|--------------------|-----------|------------------|---------------------|
| Electricity Bills | 66 | \$ 152 | \$ 4,320 | \$ 4,320 |
| | | | \$ 4,320 | \$ 4,320 |

Estimated Detail of PA - Medical

Actual expenses may vary according to changing circumstances

| PA - Medical | Avg. Applicants | Avg. Cost | Dept. Request | Manager Proposed |
|------------------|--------------------|-----------|------------------|---------------------|
| Medical Supplies | 30 | \$ 289 | \$ 4,920 | \$ 4,920 |
| | | | \$ 4,920 | \$ 4,920 |

Estimated Detail of PA - Burial

Actual expenses may vary according to changing circumstances

| PA - Burial | Avg. Applicants | Average Cost | Opening/ Closing | Dept. Request | Manager Proposed |
|-------------|--------------------|-----------------|---------------------|------------------|---------------------|
| Burials | 3 | \$ 795 | \$ 200 | \$ 3,185 | \$ 3,185 |
| | | | | \$ 3,185 | \$ 3,185 |

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



City of Auburn

General Assistance

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------|-------|--------------|------------------|---------------------|
| PA - Fuel | Total | 1,064 | 1,064 | 1,064 |
| PA - Provisions | Total | 1,664 | 1,664 | 1,664 |
| PA - Rent | Total | 88,774 | 89,300 | 89,300 |

Estimated Detail of PA - Fuel

Actual expenses may vary according to changing circumstances

| PA - Fuel | Avg. Applicants | Avg. Cost | Dept. Request | Manager Proposed |
|--------------|--------------------|-----------|------------------|---------------------|
| Heating Fuel | 4 | \$ 266 | \$ 1,064 | \$ 1,064 |
| | | | \$ 1,064 | \$ 1,064 |

Estimated Detail of PA - Provisions

Actual expenses may vary according to changing circumstances

| PA - Provisions | Avg. Applicants | Average Cost | Dept. Request | Manager Proposed |
|-----------------|--------------------|-----------------|------------------|---------------------|
| Food | | | \$ 1,664 | \$ 1,664 |
| | | | \$ 1,664 | \$ 1,664 |

Estimated Detail of PA - Rent

Actual expenses may vary according to changing circumstances

| PA - Rent | Avg. Applicants | Average Cost | Dept. Request | Manager Proposed |
|-----------------|--------------------|-----------------|------------------|---------------------|
| Rental Payments | 380 | \$ 235 | \$ 89,300 | \$ 89,300 |
| | | | \$ 89,300 | \$ 89,300 |

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 Supplement cannot be considered as income or taken into consideration when determining household income. Due to the mandated minimum standard of assistance under State Statutes and DHHS, this department is required to meet such standard as it increases each year. A small food pantry is maintained to help keep this line item down. The food pantry is supplied by employee donations.

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



City of Auburn

General Assistance

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------|-------|--------------|------------------|---------------------|
| PA - Other | Total | 4,536 | 4,536 | 4,536 |

Estimated Detail of PA - Other

Actual expenses may vary according to changing circumstances

| PA - Other | <u>Avg.</u> <u>Applicants</u> | <u>Average</u> <u>Cost</u> | <u>Dept.</u> <u>Request</u> | <u>Manager</u> <u>Proposed</u> |
|---------------|----------------------------------|-------------------------------|--------------------------------|-----------------------------------|
| Miscellaneous | 168 | \$ 27 | \$ 4,536 | \$ 4,536 |
| | | | \$ 4,536 | \$ 4,536 |

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 a voucher or other programs.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---------------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Planning and Permitting</i> | | | | | | | |
| Regular Salaries | 447,155 | 429,519 | 445,363 | 519,304 | 489,304 | 59,785 | 13% |
| Longevity Bonus | 0 | 0 | 0 | 400 | 400 | 400 | 0% |
| Uniform Allowance | 1,061 | 1,000 | 900 | 1,350 | 1,000 | 0 | 0% |
| OT - Regular | 5,365 | 6,858 | 4,500 | 10,630 | 10,630 | 3,772 | 84% |
| PS - General | 3,006 | 4,500 | 2,500 | 23,000 | 3,000 | (1,500) | -60% |
| Reports, Printing, & Binding | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Office Supplies | 566 | 1,200 | 1,110 | 1,200 | 1,200 | 0 | 0% |
| Other Sup - Operating | 2,364 | 2,000 | 2,300 | 2,500 | 2,000 | 0 | 0% |
| Other Sup - Safety Equipment | 896 | 3,015 | 2,000 | 3,015 | 3,015 | 0 | 0% |
| MV Sup - Tires/Tube/Chain | 0 | 900 | 0 | 900 | 900 | 0 | 0% |
| MV Sup - Gas & Oil | 4,486 | 4,856 | 4,823 | 4,300 | 4,300 | (556) | -12% |
| Comm - Telephone | 3,451 | 4,710 | 3,930 | 4,710 | 4,710 | 0 | 0% |
| Utilities - Electricity | 293,477 | 313,575 | 301,565 | 337,861 | 337,861 | 24,286 | 8% |
| Utilities - Bottled Gas | 1,698 | | | | | 0 | |
| Repairs - Vehicles | 1,939 | 1,755 | 1,500 | 1,555 | 1,555 | (200) | -13% |
| Repairs - Equipment | 3,213 | 5,500 | 1,500 | 5,500 | 5,500 | 0 | 0% |
| Repairs - Street Lights | 5,302 | 4,600 | 3,500 | 4,600 | 4,600 | 0 | 0% |
| Repairs - Traffic Signal Maint | 31,961 | 11,506 | 12,695 | 11,506 | 11,506 | 0 | 0% |
| Training & Tuition | 1,165 | 3,000 | 1,836 | 3,400 | 3,000 | 0 | 0% |
| Advertising | 1,632 | 2,400 | 2,241 | 2,800 | 2,400 | 0 | 0% |
| Travel-Mileage | 508 | 500 | 400 | 500 | 500 | 0 | 0% |
| Travel-Seminar Costs | 930 | 1,600 | 1,200 | 1,600 | 1,500 | (100) | -8% |
| Dues & Subscriptions | 1,660 | 1,500 | 1,167 | 1,700 | 1,700 | 200 | 13% |
| Capital Operating | 0 | 98,000 | 98,000 | 57,784 | 16,050 | (81,950) | -84% |
| TOTAL | 811,835 | 902,494 | 893,030 | 1,000,115 | 906,631 | 4,137 | 0.5% |



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 429,519 | 519,304 | 489,304 |
| Longevity Bonus | Total | - | 400 | 400 |
| Uniform Allowance | Total | 1,000 | 1,350 | 1,000 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | | Total Staff | Dept. Request | Manager Proposed |
|---|-------------|-------------|-------------------|---------------------|
| Administrative Assistant | | 1 | \$ 41,594 | \$ 41,594 |
| Building / Code Compliance Officer/ Plumbing Inspector | | 1 | \$ 57,735 | \$ 57,735 |
| City Electrician | | 1 | \$ 65,024 | \$ 65,024 |
| Planner / Land Use Code Compliance Officer | | 1 | \$ 60,000 | \$ 60,000 |
| Electrician I | | 1 | \$ 55,975 | \$ 55,975 |
| Electrician II (reinstatement) | | | \$ 30,000 | \$ - |
| Information Assistant | | 1 | \$ 24,938 | \$ 24,938 |
| Land Use/Construction Inspector/Code Compliance Officer | | 1 | \$ 47,277 | \$ 47,277 |
| Planning Director (50% paid by TIF) | | 1 | \$ 78,300 | \$ 78,300 |
| Sanitarian / Code Compliance Officer | | 1 | \$ 58,461 | \$ 58,461 |
| | | 9 | \$ 519,304 | \$ 489,304 |
| | TIF Offset | | \$ 69,150 | |
| | CDBG Offset | | \$ 50,000 | |
| | Net | | \$ 400,154 | \$ 489,304 |

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

| Longevity Bonus | | Dept. Request | Manager Proposed |
|--------------------|--|------------------|---------------------|
| Employee Longevity | | \$ 400 | \$ 400 |
| | | \$ 400 | \$ 400 |

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

| Uniform Allowance | Staff | Cost | Dept. Request | Manager Proposed |
|-------------------------------|-------|-----------|------------------|---------------------|
| Electrical Employees Uniforms | 3 | \$ 350.00 | \$ 1,050 | \$ 700 |
| Field Inspectors | 3 | \$ 100.00 | \$ 300 | \$ 300 |
| | | | \$ 1,350 | \$ 1,000 |

Line Item Narrative

Wages: These wage amounts are as of January 20, 2015 for P & D Personnel + the added 3% based on MSEA Union contractual increase which is set to occur on July 1, 2015. The increase in wages is for reinstatement of an entry level electrician for the Electrical Division and Union contracted wage increases. The position will return the Electrical Division to full staffing and allow for a more proactive functionality for the City and their programs. The Division is responsible for electrical infrastructure of Auburn including traffic signals, municipal fire alarm equipment, street lighting, wiring of all municipal buildings, dig safe locates, electrical inspections, plan review and permitting.

Longevity: For the upcoming fiscal year Mike Soucy is due to receive a \$400 longevity bonus payout.

Uniform Allowance: This account funds the day to day non-fire retardant clothing for the Electrical Division such as work pants, work shirts, work boots and gloves. This type of clothing is worn when the employee is not working on energized circuits, otherwise the longevity of the fire retardant clothing would be shortened. \$350 of the increase is for the reinstated electrician, if approved, and \$100 is based on MSEA



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------|-------|--------------|------------------|---------------------|
| OT - Regular | Total | 6,858 | 10,630 | 10,630 |
| PS - General | Total | 4,500 | 23,000 | 3,000 |
| Office Supplies | Total | 1,200 | 1,200 | 1,200 |

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

| OT - Regular | Hours | Avg O/T Rate | Est. Overtime | Dept. Request | Manager Proposed |
|---|-------|-----------------|------------------|------------------|---------------------|
| AFD Electrical Related | 100 | \$ 31.49 | \$ 3,149 | \$ 3,149 | \$ 3,149 |
| Electrical Events/ Accidents & Dig Safe | 13 | \$ 31.49 | \$ 409 | \$ 409 | \$ 409 |
| Fire Alarm Maintenance | 46 | \$ 31.49 | \$ 1,449 | \$ 1,449 | \$ 1,449 |
| Fire Alarm Resets | 5 | \$ 31.49 | \$ 157 | \$ 157 | \$ 157 |
| Miscellaneous Call-outs | 66 | \$ 31.49 | \$ 2,078 | \$ 2,078 | \$ 2,078 |
| On-Call Stipend | | \$ 2,600 | \$ 2,600 | \$ 2,600 | \$ 2,600 |
| Traffic Signal | 25 | \$ 31.49 | \$ 787 | \$ 787 | \$ 787 |
| | 255 | | \$ 10,630 | \$ 10,630 | \$ 10,630 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Contracted Inspection Services (See Below) | \$ 1,500 | \$ 1,500 |
| Comp Plan/Ag Zone Implementation Grant Match | \$ 20,000 | \$ - |
| Contracted Electrical Services | \$ 1,500 | \$ 1,500 |
| | \$ 23,000 | \$ 3,000 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Operating | Total | 2,000 | 2,500 | 2,000 |
| Other Sup - Safety Equipment | Total | 3,015 | 3,015 | 3,015 |

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

| Other Sup - Operating | Dept. Request | Manager Proposed |
|-----------------------|------------------|---------------------|
| | \$ 2,500 | \$ 2,000 |
| | \$ 2,500 | \$ 2,000 |

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

| Other Sup - Safety Equipment Safety Equipment | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| | \$ 3,015 | \$ 3,015 |
| | \$ 3,015 | \$ 3,015 |

Line Item Narrative

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| MV Sup - Tires/Tube/Chain | Total | 900 | 900 | 900 |
| MV Sup - Gas & Oil | Total | 4,856 | 4,300 | 4,300 |
| Comm - Telephone | Total | 4,710 | 4,710 | 4,710 |

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

| MV Sup - Tires/Tube/Chain Tires | | Dept. Request | Manager Proposed |
|------------------------------------|--|------------------|---------------------|
| | | \$ 900 | \$ 900 |
| | | \$ 900 | \$ 900 |

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

| MV Sup - Gas & Oil | Actual Gallons FY14 | Projected Gallons FY16 | Price | Dept. Request | Manager Proposed |
|------------------------------|---------------------------|------------------------------|---------|------------------|---------------------|
| Gasoline, Oil, Filters, etc. | 1459 | 1460 | \$ 2.75 | \$ 4,015 | \$ 4,015 |
| Diesel | 92 | 95 | \$ 3.00 | \$ 285 | \$ 285 |
| | | | | \$ 4,300 | \$ 4,300 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

| Comm - Telephone | Quantity | Per Month | Dept. Request | Manager Proposed |
|------------------|----------|-----------|------------------|---------------------|
| Aircards | 4 | \$ 50.00 | \$ 2,400 | \$ 2,400 |
| Cellular Phones | 5 | \$ 38.50 | \$ 2,310 | \$ 2,310 |
| | | | \$ 4,710 | \$ 4,710 |

Line Item Narrative

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

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Utilities - Electricity | Total | 313,575 | 337,861 | 337,861 |
| Repairs - Vehicles | Total | 1,755 | 1,555 | 1,555 |

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------|-------------------|---------------------|
| Utilities - Electricity | | |
| City Owned Street Lights | \$ 41,935 | \$ 41,935 |
| Electrical Division Building | \$ 4,700 | \$ 4,700 |
| Goff Hill Radio Site | \$ 2,243 | \$ 2,243 |
| Leased Street Lights | \$ 273,763 | \$ 273,763 |
| Traffic Signal Equipment | \$ 15,220 | \$ 15,220 |
| | \$ 337,861 | \$ 337,861 |

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

| | <i>Preventive Maint.</i> | <i>Annual Testing</i> | Dept. Request | Manager Proposed |
|---|------------------------------|---------------------------|------------------|---------------------|
| 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 |
| Jeep Patriot– Code Enforcement / Inspections | \$ 70 | | \$ 70 | \$ 70 |
| Inspection / Service Pick-up Truck - City Electrician | \$ 70 | | \$ 70 | \$ 70 |
| Miscellaneous: Tires, car washes, wiper blades, etc. | \$ 100 | | \$ 100 | \$ 100 |
| | | | \$ 1,555 | \$ 1,555 |

Line Item Narrative

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| Repairs - Equipment | Total | 5,500 | 5,500 | 5,500 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| | <i>Customers</i> | <i>Annual Charge</i> | <i>Revenues</i> | Dept. Request | Manager Proposed |
|-----------------------------|------------------|--------------------------|-----------------|------------------|---------------------|
| Repairs - Equipment | | | | | |
| Municipal Fire Alarm System | | | | \$ 2,800 | \$ 2,800 |
| Other Miscellaneous | | | | \$ 2,700 | \$ 2,700 |
| | | | | \$ 5,500 | \$ 5,500 |

Line Item Narrative

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|--------------|------------------|---------------------|
| Repairs - Street Lights | Total | 4,600 | 4,600 | 4,600 |
| Repairs - Traffic Signal Maint | Total | 11,506 | 11,506 | 11,506 |

Estimated Detail of Repairs - Street Lights

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------------|------------------|---------------------|
| Repairs - Street Lights | | |
| Municipally Owned Lighting Equipment | \$ 4,600 | \$ 4,600 |
| | \$ 4,600 | \$ 4,600 |

Estimated Detail of Repairs - Traffic Signal Maint

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------|------------------|---------------------|
| Repairs - Traffic Signal Maint | | |
| Parts and Replacement | \$ 11,506 | \$ 11,506 |
| | \$ 11,506 | \$ 11,506 |

Line Item Narrative

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|--------------|------------------|---------------------|
| Training & Tuition | Total | 3,000 | 3,400 | 3,000 |
| Advertising | Total | 2,400 | 2,800 | 2,400 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------|------------------|---------------------|
| Training & Tuition | | |
| See Below. | \$ 3,400 | \$ 3,000 |
| | \$ 3,400 | \$ 3,000 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------|------------------|---------------------|
| Advertising | | |
| Public Notice Hearings | \$ 2,800 | \$ 2,400 |
| | \$ 2,800 | \$ 2,400 |

Line Item Narrative

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

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



City of Auburn Planning

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Travel-Mileage | Total | 500 | 500 | 500 |
| Travel-Seminar Costs | Total | 1,600 | 1,600 | 1,500 |
| Dues & Subscriptions | Total | 1,500 | 1,700 | 1,700 |
| Capital Operating | Total | 98,000 | 57,784 | 16,050 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

| Travel-Seminar Costs | | Dept. Request | Manager Proposed |
|----------------------|--|------------------|---------------------|
| Registration Fees | | \$ 1,600 | \$ 1,500 |
| | | \$ 1,600 | \$ 1,500 |

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Dept. Request | Manager Proposed |
|----------------------|--|------------------|---------------------|
| Dues & Subscriptions | | \$ 1,700 | \$ 1,700 |
| | | \$ 1,700 | \$ 1,700 |

Estimated Detail of Capital Operating

Actual expenses may vary according to changing circumstances

| Capital Operating | | Dept. Request | Manager Proposed |
|---------------------------------|--|------------------|---------------------|
| Operating Capital Items-See CIP | | \$ 57,784 | \$ 16,050 |
| | | \$ 57,784 | \$ 16,050 |

Line Item Narrative

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

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

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

Capital Operating: See FY 16 CIP.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| <i>Recreation and Special Events</i> | | | | | | | |
| Regular Salaries | 206,669 | 214,834 | | 219,819 | 219,819 | 4,985 | 0% |
| Sal-Rec Part-Time | 1,956 | 6,000 | | 6,000 | 6,000 | 0 | 0% |
| Longevity Bonus | 0 | 0 | | 0 | 0 | 0 | 0% |
| Uniform Allowance | 0 | 350 | | 350 | 350 | 0 | 0% |
| PS - General | 0 | 1,636 | | 0 | 0 | (1,636) | 0% |
| PS - Testing | 0 | 0 | | 226 | 226 | 226 | 0% |
| Office Supplies | 1,004 | 3,000 | | 2,600 | 2,600 | (400) | 0% |
| Other Sup-Janitorial | 1,559 | 2,600 | | 2,600 | 2,600 | 0 | 0% |
| Other Sup - Maintenance | 1,990 | 2,350 | | 2,350 | 2,350 | 0 | 0% |
| Other Sup-Safety Equipment | 241 | 0 | | 600 | 600 | 600 | 0% |
| MV Sup-Tires/Tube/Chain | 93 | 0 | | 250 | 250 | 250 | 0% |
| MV Sup-Gas & Oil | 4,000 | 5,000 | | 894 | 894 | (4,106) | 0% |
| MV Sup-Other | 0 | 0 | | 0 | 0 | 0 | 0% |
| Utilities - Water/Sewer | 5,328 | 20,384 | | 19,820 | 19,820 | (564) | 0% |
| Comm - Telephone | 1,041 | 1,500 | | 1,920 | 1,920 | 420 | 0% |
| Utilities - Electricity | 11,325 | 9,707 | | 12,190 | 12,190 | 2,483 | 0% |
| Utilities - Natural Gas | 30,474 | 36,958 | | 34,262 | 34,262 | (2,696) | 0% |
| Repairs - Buildings | 10,816 | 8,500 | | 10,500 | 8,500 | 0 | 0% |
| Repairs - Vehicles | 0 | 0 | | 800 | 800 | 800 | 0% |
| Repairs - Equipment | 0 | 0 | | 900 | 900 | 900 | 0% |
| Repairs - Maintenance Contrac | 392 | 300 | | 1,720 | 1,720 | 1,420 | 0% |
| Training & Tuition | 1,920 | 3,550 | | 3,300 | 3,300 | (250) | 0% |
| Comm - Postage | 219 | 500 | | 540 | 540 | 40 | 0% |
| Travel-Mileage | 8 | 200 | | 200 | 200 | 0 | 0% |
| Dues & Subscriptions | 1,658 | 1,200 | | 1,230 | 1,230 | 30 | 3% |
| Community Programs | 13,998 | 16,400 | | 17,800 | 17,800 | 1,400 | 9% |
| Hasty Kitchen Upgrade | | 5,500 | | 0 | 0 | (5,500) | |
| Underground Tank Removal | | 15,000 | | 0 | 0 | (15,000) | -100% |
| TOTAL | 294,691 | 355,469 | - | 340,871 | 338,871 | (16,598) | -4.7% |



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 214,834 | 219,819 | 219,819 |
| Sal-Rec Part-Time | Total | 6,000 | 6,000 | 6,000 |
| Longevity Bonus | Total | - | - | - |
| Uniform Allowance | Total | 350 | 350 | 350 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | Staff | Recreation | Dept. Request | Manager Proposed |
|--------------------------------------|-------|------------|------------------|---------------------|
| Regular Salaries | | | | |
| Recreation Director | 1 | | \$ 62,425 | \$ 62,425 |
| Administrative Assistant /Programmer | 1 | | \$ 43,585 | \$ 43,585 |
| Building Maintenance Technician | 1 | | \$ 40,123 | \$ 40,123 |
| Recreation Program Leader | 1 | | \$ 39,022 | \$ 39,022 |
| Recreation Specialist | 1 | | \$ 34,664 | \$ 34,664 |
| | 5 | \$ - | \$ 219,819 | \$ 219,819 |

Estimated Detail of Sal-Rec Part-Time

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------|------------------|---------------------|
| Sal-Rec Part-Time | | |
| Part-Time Staff | \$ 6,000 | \$ 6,000 |
| | \$ 6,000 | \$ 6,000 |

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------|------------------|---------------------|
| Uniform Allowance | | |
| 1 Staff Person | \$ 350 | \$ 350 |
| | \$ 350 | \$ 350 |

Line Item Narrative

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

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

Longevity Bonus: The longevity bonus is paid to employees on their 7th (\$300), 15th(\$400), and 25th(\$500) year anniversaries. There are no longevity recipients this year.

Uniform Allowance: This account includes the cost of work-relate clothing such as shirts, pants, work shoes gloves, etc for 1



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------|-------|--------------|------------------|---------------------|
| PS - General | Total | 1,636 | - | - |
| PS - Testing | Total | - | 226 | 226 |
| Office Supplies | Total | 3,000 | 2,600 | 2,600 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Dept. Request | Manager Proposed |
|--------------|------------------|---------------------|
| | \$ - | \$ - |

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

| PS - Testing | Personnel | Test Cost | Dept. Request | Manager Proposed |
|-----------------------|-----------|-----------|------------------|---------------------|
| Hearing Test | | \$38 | \$ - | |
| Physical Exam | 1 | \$226 | \$ 226 | \$ 226 |
| Respiratory Fit Test | | \$38 | \$ - | |
| Respiratory Clearance | | \$36 | \$ - | |
| Drug Testing | | \$8 | \$ - | |
| | | | \$ 226 | \$ 226 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| Office Supplies | Dept. Request | Manager Proposed |
|-----------------|------------------|---------------------|
| Office supplies | \$ 2,600 | \$ 2,600 |
| | \$ 2,600 | \$ 2,600 |

Line Item Narrative

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

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

Office Supplies: This account includes the cost of general office supplies, such as pens, pencils, staples, paper clips, envelopes, laminating supplies, duplicating machine supplies, colored paper, etc.



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Other Sup-Janitorial | Total | 2,600 | 2,600 | 2,600 |
| Other Sup - Maintenance | Total | 2,350 | 2,350 | 2,350 |

Estimated Detail of Other Sup-Janitorial

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| Other Sup - Maintenance | | |
| Maintenance Supplies | \$ 2,350 | \$ 2,350 |
| | \$ 2,350 | \$ 2,350 |

Line Item Narrative

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

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



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Other Sup-Safety Equipmer | Total | - | 600 | 600 |
| MV Sup-Tires/Tube/Chain | Total | - | 250 | 250 |

Estimated Detail of Other Sup-Safety Equipment

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------------|------------------|---------------------|
| Other Sup-Safety Equipmen | | |
| Personal Protective Gear | \$ 600 | \$ 600 |
| | \$ 600 | \$ 600 |

Estimated Detail of MV Sup-Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| MV Sup-Tires/Tube/Chain | | |
| Department Vehicles | \$ 250 | \$ 250 |
| | \$ 250 | \$ 250 |

Line Item Narrative

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

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



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| MV Sup-Gas & Oil | Total | 5,000 | 894 | 894 |
| MV Sup-Other | Total | - | | |
| Utilities - Water/Sewer | Total | 20,384 | 19,820 | 19,820 |

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

| MV Sup-Gas & Oil Departmental Vehicles | Quantity | Cost/Unit | Dept. Request | Manager Proposed |
|---|----------|-----------|------------------|---------------------|
| | 325 | \$ 2.75 | \$ 894 | \$ 894 |
| | | | \$ 894 | \$ 894 |

Estimated Detail of MV Sup-Other

Actual expenses may vary according to changing circumstances

| MV Sup-Other Departmental Vehicles | Dept. Request | Manager Proposed |
|---------------------------------------|------------------|---------------------|
| | \$ - | \$ - |
| | \$ - | \$ - |

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

MV Sup-Gas & Oil: This account includes the cost of gas and oil for the department van.

MV Sup-Other: This account includes the purchase of other motor vehicle supplies, such as: windshield wipers, batteries, spark plugs, etc, based on wear and tear and regularly scheduled maintenance for the dept van.

Utilites-Water/Sewer: This account kincludes water and sewer charges for Lake Grove Park, Festival Plaza, Hasty Community Center and pond building. No increases anticipated for this fiscal year.



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Comm - Telephone | Total | 1,500 | 1,920 | 1,920 |
| Utilities - Electricity | Total | 9,707 | 12,190 | 12,190 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

Utilities - Electricity: This account includes the cost of electricity at the Hasty Community Center, pond building, Tot Lot and Festival Plaza. A 25% increase in electricity prices is anticipated for this fiscal year.



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Utilities - Natural Gas | Total | 36,958 | 34,262 | 34,262 |
| Repairs - Buildings | Total | 8,500 | 10,500 | 8,500 |
| Repairs - Vehicles | Total | - | 800 | 800 |

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

| Repairs - Buildings | Dept. Request | Manager Proposed |
|------------------------|------------------|---------------------|
| Misc Building | \$ 8,500 | \$ 8,500 |
| Pond Building-Door | \$ 1,000 | \$ - |
| Pond Building-Oil Tank | \$ 1,000 | \$ - |
| | \$ 10,500 | \$ 8,500 |

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

| Repairs - Vehicles | Dept. Request | Manager Proposed |
|---------------------|------------------|---------------------|
| Department Vehicles | \$ 800 | \$ 800 |
| | \$ 800 | \$ 800 |

Line Item Narrative

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

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

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



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|--------------|------------------|---------------------|
| Repairs - Equipment | Total | - | 900 | 900 |
| Repairs - Maintenance Contract | Total | 300 | 1,720 | 1,720 |
| Training & Tuition | Total | 3,550 | 3,300 | 3,300 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| Repairs - Equipment | Dept. Request | Manager Proposed |
|---------------------|------------------|---------------------|
| | \$ 900 | \$ 900 |
| | \$ 900 | \$ 900 |

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

| Repairs - Maintenance Contract | Dept. Request | Manager Proposed |
|-----------------------------------|------------------|---------------------|
| Fire Ext Inspection & Maintenance | \$ 240 | \$ 240 |
| Furnace Cleaning & Maintenance | \$ 1,480 | \$ 1,480 |
| | \$ 1,720 | \$ 1,720 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| Training & Tuition | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| MRPA Conference | \$ 500 | \$ 500 |
| Professional Development | \$ 2,800 | \$ 2,800 |
| | \$ 3,300 | \$ 3,300 |

Line Item Narrative

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

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

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



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------|-------|--------------|------------------|---------------------|
| Comm - Postage | Total | 500 | 540 | 540 |
| Travel-Mileage | Total | 200 | 200 | 200 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

| | | | |
|----------------|-----------|------------------|---------------------|
| Comm - Postage | | Dept. Request | Manager Proposed |
| | \$ | 540 | \$ 540 |
| | \$ | 540 | \$ 540 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | | | |
|----------------|-----------|------------------|---------------------|
| Travel-Mileage | | Dept. Request | Manager Proposed |
| | \$ | 200 | \$ 200 |
| | \$ | 200 | \$ 200 |

Line Item Narrative

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

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



City of Auburn

Recreation & Special Events

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Dues & Subscriptions | Total | 1,200 | 1,230 | 1,230 |
| Community Programs | Total | 16,400 | 17,800 | 17,800 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------------|------------------|---------------------|
| Dues & Subscriptions | | |
| Maine Recreation & Park Assoc | \$ 175 | \$ 175 |
| National Recreation & Park Assoc | \$ 390 | \$ 390 |
| BMI Licensing | \$ 330 | \$ 330 |
| ASCAP | \$ 335 | \$ 335 |
| | \$ 1,230 | \$ 1,230 |

Estimated Detail of Community Programs

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn Recreation Programs

Fiscal Year 2016
Proposed 3.23.2015

Projected Revenues and Expenses for FY16

Actual expenses may vary according to changing circumstances

Recreation Programs

Youth Programs

| | Revenues | Expenses | Variance |
|--------------------------------------|-------------------|-------------------|------------------|
| Fishing Derby | \$ 1,450 | \$ 1,184 | \$ 266 |
| Football Camp (Eddies) | \$ 220 | \$ 115 | \$ 105 |
| Football Camp (Falcons) - NEW | \$ 625 | \$ 313 | \$ 312 |
| Flag Football (1st-2nd grade) | \$ 1,000 | \$ 570 | \$ 430 |
| Football (3rd-4th grade) | \$ 2,295 | \$ 2,416 | \$ (121) |
| Football (5th-6th grade) | \$ 3,750 | \$ 1,547 | \$ 2,203 |
| Football (7th-8th grade) | \$ 4,357 | \$ 7,795 | \$ (3,438) |
| Golf Lessons | \$ 540 | \$ 416 | \$ 124 |
| Indoor Soccer | \$ 3,150 | \$ 2,707 | \$ 443 |
| Lacrosse (1st-2nd grade) | \$ 625 | \$ 552 | \$ 73 |
| Lacrosse (3rd-4th grade) | \$ 1,100 | \$ 1,022 | \$ 78 |
| Lacrosse (5th-6th grade) | \$ 1,950 | \$ 1,289 | \$ 661 |
| Lacrosse (Middle school) | \$ 2,250 | \$ 1,395 | \$ 855 |
| Soccer Camp (Spring) | \$ 1,090 | \$ 944 | \$ 146 |
| Soccer Camp (Summer) | \$ 1,435 | \$ 1,248 | \$ 187 |
| Soccer (Peewee) | \$ 2,880 | \$ 2,523 | \$ 357 |
| Recess Warriors (Spring) | \$ 920 | \$ 168 | \$ 752 |
| Recess Warriors (Fall) | \$ 920 | \$ 168 | \$ 752 |
| Running Club | \$ 600 | \$ 492 | \$ 108 |
| Summer Camp | \$ 128,275 | \$ 109,630 | \$ 18,645 |
| Spring Soccer | \$ 5,900 | \$ 5,233 | \$ 667 |
| T-Ball | \$ 2,450 | \$ 1,004 | \$ 1,446 |
| Track and Field | \$ 9,460 | \$ 9,164 | \$ 296 |
| Skills & Drills Basketball Camp | \$ 1,270 | \$ 135 | \$ 1,135 |
| Pre-K/K Instructional Basketball | \$ 1,680 | \$ 209 | \$ 1,471 |
| Youth Basketball | \$ 12,400 | \$ 8,908 | \$ 3,492 |
| Youth Programs Subtotal | \$ 192,592 | \$ 161,147 | \$ 31,445 |

Adult Programs

| | Revenues | Expenses | Variance |
|----------------------------|-----------|-----------|----------|
| Dodgeball | \$ 3,600 | \$ 1,424 | \$ 2,176 |
| Mens Basketball A League | \$ 6,200 | \$ 4,538 | \$ 1,662 |
| Mens Basketball B League | \$ 6,525 | \$ 5,168 | \$ 1,357 |
| Mens Basketball C League | \$ 5,075 | \$ 3,931 | \$ 1,144 |
| Men's FB Summer Basketball | \$ 3,450 | \$ 2,833 | \$ 617 |
| Men's SD Summer Basketball | \$ 3,450 | \$ 2,833 | \$ 617 |
| Co-ed League Softball | \$ 11,200 | \$ 8,307 | \$ 2,893 |
| Player's League Softball | \$ 24,000 | \$ 14,687 | \$ 9,313 |
| Womens Basketball | \$ 4,350 | \$ 3,390 | \$ 960 |
| Pickleball - NEW | \$ 990 | \$ 500 | \$ 490 |



City of Auburn Recreation Programs

Fiscal Year 2016
Proposed 3.23.2015

| | Revenues | Expenses | Variance |
|---|------------|------------|-----------|
| First Auburn Senior Citizens | \$ 7,900 | \$ 7,518 | \$ 382 |
| Adult Programs Subtotal | \$ 76,740 | \$ 55,129 | \$ 21,611 |
| <u>Special Events</u> | | | |
| Fright Fest | \$ 500 | \$ 500 | \$ - |
| Spring Celebration | \$ 500 | \$ 500 | \$ - |
| Spring Fever - NEW | \$ 500 | \$ 500 | \$ - |
| Wednesdays in the Park | \$ 1,750 | \$ 1,750 | \$ - |
| Box Car Drive-in Movie | \$ 300 | \$ 300 | \$ - |
| Valentines Day Dance - NEW | \$ 1,000 | \$ 768 | \$ 232 |
| Holiday Celebration/Parade of Lights | \$ 1,500 | \$ 1,500 | \$ - |
| Winter Festival | \$ 2,500 | \$ 2,500 | \$ - |
| Special Event Subtotal | \$ 8,550 | \$ 8,318 | \$ 232 |
| Grand Totals | \$ 277,882 | \$ 224,594 | \$ 53,288 |

Projected Revenues and Expenses: Revenues are calculated by participant registration fees, concession sales, and sponsorships or donations. Expenses include, but are not limited to: equipment, staff, coaching stipends, shirts/jerseys, concession inventory, league fees, referees/umpires, awards, prizes, school rental fees, and portable toilets.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Public Library</i> | | | | | | | |
| Public Library | 936,987 | 941,192 | 941,192 | 960,016 | 960,016 | 18,824 | 2% |
| Skylight Replacement | | 7,000 | 7,000 | 0 | - | (7,000) | -100% |
| Carpet Replacement | | 0 | - | 25,000 | 17,000 | 17,000 | 0% |
| New Insight Server | | 0 | - | 2,500 | 2,500 | 2,500 | 0% |
| Water Heater | | 12,500 | 12,500 | 0 | - | (12,500) | -100% |
| TOTAL | 936,987 | 960,692 | 960,692 | 987,516 | 979,516 | 18,824 | 2.0% |



City of Auburn Library

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|-----------------------|--------------|------------------|---------------------|
| Public Library | Total | 941,192 | 960,016 |

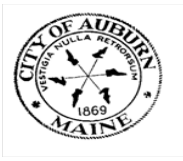
Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

| Public Library | FY15 | FY16 | Change (FY16- FY15) | Dept. Request | Manager Proposed |
|-----------------------|---------------------|---------------------|------------------------|-------------------|---------------------|
| Revenues | | | | | |
| City of Auburn | \$ 941,192 | \$ 960,016 | \$ 18,824 | \$ 960,016 | \$ 960,016 |
| Donations | \$ 76,650 | \$ 79,750 | \$ 3,100 | | |
| Endowment Income | \$ 55,988 | \$ 55,988 | \$ - | | |
| Investment Earnings | \$ 21,364 | \$ 21,025 | \$ (339) | | |
| Other | \$ 86,738 | \$ 89,526 | \$ 2,788 | | |
| | \$ 1,181,932 | \$ 1,206,305 | \$ 24,373 | | |
| Expenses | | | | | |
| Automation Expense | \$ 13,800 | \$ 15,180 | \$ 1,380 | | |
| Commodities | \$ 25,835 | \$ 30,914 | \$ 5,079 | | |
| Financial | \$ 23,550 | \$ 24,800 | \$ 1,250 | | |
| Insurance | \$ 10,138 | \$ 9,500 | \$ (638) | | |
| Library Materials | \$ 94,100 | \$ 94,600 | \$ 500 | | |
| Maintenance | \$ 94,097 | \$ 95,198 | \$ 1,101 | | |
| Miscellaneous | \$ 1,700 | \$ 1,850 | \$ 150 | | |
| Personnel | \$ 828,712 | \$ 834,663 | \$ 5,951 | | |
| Personnel Development | \$ 3,000 | \$ 3,000 | \$ - | | |
| Programs | \$ 14,700 | \$ 15,600 | \$ 900 | | |
| Utilities | \$ 73,300 | \$ 81,000 | \$ 7,700 | | |
| | \$ - | \$ 1,182,932 | \$ 1,206,305 | \$ 23,373 | |
| | | | | \$ 960,016 | \$ 960,016 |

Line Item Narrative

Library: See Above.



City of Auburn Library

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Skylight Replacement | Total | 7,000 | - | - |
| Carpet Replacement | Total | - | 25,000 | 17,000 |
| Insight Server | Total | - | 2,500 | 2,500 |
| Water Heater | Total | 12,500 | - | - |

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|------------------|---------------------|
| Skylight Replacement | | |
| Carpet Replacement | \$ 25,000 | \$ 17,000 |
| Insight Server | \$ 2,500 | \$ 2,500 |
| Water Heater | | |
| | \$ 27,500 | \$ 19,500 |

Line Item Narrative

Operating Capital: Detail available in the FY 16 CIP



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|----------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Debt Service</i> | | | | | | | |
| Principal | 5,330,266 | 5,332,149 | 5,332,149 | 5,291,344 | 5,291,344 | (40,805) | -1% |
| Interest | 1,000,416 | 931,787 | 931,787 | 1,033,520 | 1,033,520 | 101,733 | 11% |
| TOTAL | 6,330,682 | 6,263,936 | 6,263,936 | 6,324,864 | 6,324,864 | 60,928 | 1.0% |



City of Auburn

Debt Service

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|--------------|-----------|---------------|------------------|
| Debt Service | Total | 6,263,936 | 6,324,864 |

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

| Debt Service | Maturity | Issued Amount | Balance | Principal | Interest | Dept. Request | Manager Proposed |
|--------------------------------|----------|----------------------|----------------------|---------------------|-------------------|---------------------|---------------------|
| City Building 3.89% | 11/22 | \$ 8,200,000 | \$ 3,280,000 | \$ 410,000 | \$ 133,985 | | |
| Library 4.088% | 9/24 | \$ 3,500,000 | \$ 175,000 | \$ 175,000 | \$ 3,500 | | |
| Public Impr. 05/06 4.23% | 9/15 | \$ 5,000,000 | \$ 500,000 | \$ 400,000 | \$ 8,000 | | |
| Public Impr. 06/07 4.036% | 9/16 | \$ 5,000,000 | \$ 1,000,000 | \$ 400,000 | \$ 24,000 | | |
| Public Impr. 07/08 3.47% | 9/17 | \$ 6,000,000 | \$ 1,800,000 | \$ 510,000 | \$ 46,219 | | |
| Public Impr. 08/09 3.65% | 9/18 | \$ 5,730,000 | \$ 2,280,000 | \$ 500,000 | \$ 68,750 | | |
| Public Impr. 09/10 3.0% | 3/20 | \$ 5,455,000 | \$ 2,727,500 | \$ 545,500 | \$ 79,099 | | |
| Public Impr. 10/11 | 3/21 | \$ 7,900,000 | \$ 4,740,000 | \$ 640,000 | \$ 80,000 | | |
| MMBB Clean Water ARR | 6/12 | \$ 827,854 | \$ 579,498 | \$ 82,788 | \$ 4,140 | | |
| Public Impr 11/12 | 11/22 | \$ 4,500,000 | \$ 3,150,000 | \$ 350,000 | \$ 51,188 | | |
| Public Impr. 12/13 | 9/22 | \$ 5,600,000 | \$ 4,100,000 | \$ 370,730 | \$ 93,577 | | |
| Library Refunding | 9/22 | \$ 1,590,000 | \$ 1,580,000 | \$ 5,000 | \$ 51,475 | | |
| Public Impr. 13/14 | 9/23 | \$ 5,625,000 | \$ 5,060,000 | \$ 419,526 | \$ 93,939 | | |
| Public Impr. 14/15 | 9/24 | \$ 6,800,000 | \$ 6,800,000 | \$ 482,800 | \$ 144,840 | | |
| | | <u>\$ 71,727,854</u> | <u>\$ 37,771,998</u> | <u>\$ 5,291,344</u> | <u>\$ 882,712</u> | <u>\$ 6,174,056</u> | <u>\$ 6,174,056</u> |
| Quint Lease | | | | | | \$ 90,808 | \$ 90,808 |
| Interest Payment for FY15 Bond | | | | | | \$ 60,000 | \$ 60,000 |
| | | | | | | <u>\$ 6,324,864</u> | <u>\$ 6,324,864</u> |

| | |
|----------------------------------|-----------------|
| Debt Limit Calculation | |
| State Valuation | \$1,926,200,000 |
| Total Debt Limit | \$288,930,000 |
| City Debt Balance | 37,771,998 |
| Percent of Allowable Debt | 13% |

Line Item Narrative

Debt Service: The City is subject to a statutory limitation by the State of Maine of its general long-term debt equal to 15% of the State's valuation of the City. This request includes \$60,000 for an interest payment in the event the City Council approves of the FY14 Bond. The MMBB debt is financed at 0%. The Total principal loaned was \$2,345,000 and of that amount, \$689,293 has been forgiven and the principal amount to be repaid is \$1,655,707. This financing package was made possible by the American Reinvestment and Recovery Act.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Emergency Reserve</i> | | | | | | | |
| Emergency Reserve | 0 | 375,289 | 0 | 375,289 | 375,289 | 0 | 0% |
| TOTAL | - | 375,289 | - | 375,289 | 375,289 | - | 0.0% |



City of Auburn

Emergency Reserve

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|-----------|---------------|------------------|
| Emergency Reserve | Total | 375,289 | 375,289 | 375,289 |

Estimated Detail of Emergency Reserve

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------|-------------------|-------------------|
| Emergency Reserve | | |
| Emergency Reserve | \$ 375,289 | \$ 375,289 |
| | \$ 375,289 | \$ 375,289 |

Line Item Narrative

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|--------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| Facilities | | | | | | | |
| Regular Salaries | 16,064 | 19,612 | 19,032 | 20,200 | 20,200 | 588 | 3% |
| Advertising | 234 | 500 | 500 | 500 | 500 | 0 | 0% |
| PS - General | 86,620 | 86,330 | 85,000 | 85,660 | 85,660 | (670) | -1% |
| Office Supplies | 482 | 0 | 700 | 0 | 0 | 0 | 0% |
| Other Sup-Operating | 11,017 | 9,600 | 9,500 | 10,700 | 10,700 | 1,100 | 12% |
| Utilities - Water/Sewer | 2,545 | 7,680 | 3,550 | 3,612 | 3,612 | (4,068) | -115% |
| Comm - Telephone | 34,776 | 42,800 | 39,770 | 6,350 | 6,350 | (36,450) | -92% |
| Utilities - Electricity | 55,972 | 98,000 | 85,000 | 98,766 | 85,000 | (13,000) | -15% |
| Utilities - Heating Fuel | 41,788 | 41,075 | 39,000 | 44,475 | 44,475 | 3,400 | 9% |
| Repairs - Buildings | 7,523 | 10,500 | 10,500 | 10,500 | 10,500 | 0 | 0% |
| Operating Capital Expenditure: | 0 | 0 | 0 | 63,640 | 44,000 | 44,000 | |
| Repairs - Equipment | 2,533 | 2,000 | 2,000 | 4,000 | 4,000 | 2,000 | 100% |
| Repairs - Maintenance Contrac | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Photocopiers | 28,189 | 37,000 | 37,000 | 33,095 | 33,095 | (3,905) | -11% |
| LAWPCA Holding T. | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Insurance Premiums | 280,963 | 285,000 | 290,000 | 247,000 | 247,000 | (38,000) | -13% |
| Insurance Deductibles | 14,895 | 24,500 | 24,500 | 24,500 | 24,500 | 0 | 0% |
| Comm - Postage | 25,496 | 32,988 | 32,000 | 32,988 | 32,988 | 0 | 0% |
| Travel - Mileage Reimburseme | 358 | 750 | 500 | 750 | 500 | (250) | -50% |
| Rental Expense | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Utility Reimbursement from Sc | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| TOTAL | 609,455 | 698,335 | 678,552 | 686,736 | 653,080 | (45,255) | -6.5% |



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | 19,612 | 20,200 | 20,200 |
| Advertising | Total | 500 | 500 | 500 |
| PS - General | Total | 86,330 | 85,660 | 85,660 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| | Rate | Hours / Week | Staff | Dept. Request | Manager Proposed |
|------------------|------------|-----------------|-------|------------------|---------------------|
| Regular Salaries | | | | | |
| Maintenance | \$ 15.0858 | 25 | 1 | \$ 20,200 | \$ 20,200 |
| | | | 1 | \$ 20,200 | \$ 20,200 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------|------------------|---------------------|
| Advertising | | |
| Advertising | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| PS - General | | |
| Annual Fire Alarm Testing | \$ 725 | \$ 725 |
| Boiler Certificate Auburn Hall | \$ 160 | \$ 160 |
| Elevator Inspection & License | \$ 185 | \$ 185 |
| Elevator Contract | \$ 1,990 | \$ 1,990 |
| Fire Extinguishers Annual Testing, Inspection & Maintenance | \$ 400 | \$ 400 |
| HVAC Maintenance Contract | \$ 12,700 | \$ 12,700 |
| Consulting/Engineering Services | \$ 12,000 | \$ 12,000 |
| Janitorial Services (Auburn Hall including Police) | \$ 53,650 | \$ 53,650 |
| Land Lease | \$ 750 | \$ 750 |
| LAWPCA Administrative Fee | \$ 250 | \$ 250 |
| Lift Rental For Window Cleaning | \$ 1,700 | \$ 1,700 |
| Sprinkler Quarterly Testing | \$ 650 | \$ 650 |
| State of Maine Fees Boilers | \$ - | \$ - |
| Underground Tank fees | \$ 500 | \$ 500 |
| | \$ 85,660 | \$ 85,660 |

Line Item Narrative

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

Advertising: Ads for Bids for all departments .

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



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Other Sup-Operating | Total | 9,600 | 10,700 | 10,700 |
| Utilities - Water/Sewer | Total | 7,680 | 3,612 | 3,612 |

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

| | Sewer | Water | Dept. Request | Manager Proposed |
|-------------------------|----------|----------|------------------|---------------------|
| Utilities - Water/Sewer | | | | |
| Auburn Hall | \$ 1,836 | \$ 1,776 | \$ 3,612 | \$ 3,612 |
| | | | \$ 3,612 | \$ 3,612 |

Line Item Narrative

Other Supplies - Operating: See Above.

Utilities - Water& Sewer: No Increase is expected this year.



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Comm - Telephone | Total | 42,800 | 6,350 | 6,350 |
| Utilities - Electricity | Total | 98,000 | 98,766 | 85,000 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

| Comm - Telephone | <i>Location</i> | Dept. Request | Manager Proposed |
|------------------|-----------------|------------------|---------------------|
| Cell Phone | | \$ 1,150 | \$ 1,150 |
| Long Distance | AH | \$ 5,200 | \$ 5,200 |
| | | \$ 6,350 | \$ 6,350 |

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

| Utilities - Electricity | <i>Usage KW</i> | <i>Cost</i> | Dept. Request | Manager Proposed |
|-------------------------|-----------------|-------------|------------------|---------------------|
| Auburn Hall--Estimated | 620,000 | 0.1593 | \$ 98,766 | \$ 85,000 |
| | | | \$ 98,766 | \$ 85,000 |

Line Item Narrative

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

Utilities - Electricity: We have seen a significant increase in supply costs over the last year due to the rise in Natural Gas prices and supply constraints to New England.



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|--------------|------------------|---------------------|
| Utilities - Heating Fuel | Total | 41,075 | 44,475 | 44,475 |
| Repairs - Buildings | Total | 10,500 | 10,500 | 10,500 |
| Operating Capital Expenditures | Total | - | 63,640 | 44,000 |

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

| | <i>Usage- gallons</i> | <i>Usage- Cubic feet</i> | Dept. Request | Manager Proposed |
|---|---------------------------|------------------------------|------------------|---------------------|
| Utilities - Heating Fuel | | | | |
| Natural Gas | | 28,000 | \$ 43,400 | \$ 43,400 |
| Diesel Fuel for Generator | \$ 1,000 | | \$ 1,000 | \$ 1,000 |
| Propane Tank Rental (Goff Hill Generator) | | | \$ 75 | \$ 75 |
| | | | \$ 44,475 | \$ 44,475 |

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| Repairs - Buildings | | |
| General Repairs | \$ 10,000 | \$ 10,000 |
| Knight House (Circa 1796) | \$ 500 | \$ 500 |
| | \$ 10,500 | \$ 10,500 |
| Operating Capital Expenditures | | |
| City Hall Access and Security Upgrades (2) | \$ 20,000 | \$ 20,000 |
| Security Cameras-PS Garage (4) | \$ 24,000 | \$ 24,000 |
| Courtyard Entrance - Brick paver repairs (1) | \$ 6,000 | \$ - |
| Replace Carpeting/flooring at Auburn Hall (3) | \$ 7,000 | \$ - |
| Install Automatic Door Openers for Highway Garage to Improve Efficiencies (5) | \$ 6,640 | \$ - |
| | \$ 63,640 | \$ 44,000 |

Line Item Narrative

Utilities - Heating Fuel: See Above.

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



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|--------------|------------------|---------------------|
| Repairs - Equipment | Total | 2,000 | 4,000 | 4,000 |
| Photocopiers | Total | 37,000 | 33,095 | 33,095 |
| Travel - Mileage Reimbursement | Total | 750 | 750 | 500 |
| Insurance Premiums | Total | 285,000 | 247,000 | 247,000 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Repairs - Equipment | | |
| Equipment Repairs not otherwise included in building repairs | \$ 4,000 | \$ 4,000 |
| | \$ 4,000 | \$ 4,000 |

Estimated Detail of Photocopiers

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------------|------------------|---------------------|
| Photocopiers | | |
| Photocopier Lease (Previously CIP) | \$ 11,095 | \$ 11,095 |
| Copier Maintenance Contract | \$ 15,000 | \$ 15,000 |
| Copier Paper | \$ 7,000 | \$ 7,000 |
| | \$ 33,095 | \$ 33,095 |

Estimated Detail of Insurance Premiums

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------|-------------------|---------------------|
| Insurance Premiums | \$ 247,000 | \$ 247,000 |
| | \$ 247,000 | \$ 247,000 |

Line Item Narrative

Estimated Detail of Travel - Mileage Reimbursement

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------|------------------|---------------------|
| Travel - Mileage Reimbursement | \$ 750 | \$ 500 |
| | \$ 750 | \$ 500 |

Line Item Narrative

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

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

Insurance Premiums: A 7% decrease over last year.



City of Auburn

Facilities

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| Insurance Deductibles | Total | 24,500 | 24,500 | 24,500 |
| Comm - Postage | Total | 32,988 | 32,988 | 32,988 |

Estimated Detail of Insurance Deductibles

Actual expenses may vary according to changing circumstances

| Insurance Deductibles | # of Claims | Deductibles | Dept. Request | Manager Proposed |
|------------------------|-------------|-------------|------------------|---------------------|
| Auto | 7 | \$ 1,000 | \$ 7,000 | \$ 7,000 |
| Buildings | 2 | \$ 5,000 | \$ 10,000 | \$ 10,000 |
| Professional Liability | 1 | \$ 7,500 | \$ 7,500 | \$ 7,500 |
| | | | \$ 24,500 | \$ 24,500 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

| Comm - Postage | Dept. Request | Manager Proposed |
|---------------------------------|------------------|---------------------|
| Metered Postage for Auburn Hall | \$ 30,000 | \$ 30,000 |
| Rental of Machine | \$ 2,988 | \$ 2,988 |
| | \$ 32,988 | \$ 32,988 |

Line Item Narrative

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Fringe Benefits</i> | | | | | | | |
| Health Insurance | 2,490,468 | 2,435,840 | 2,341,335 | 2,508,693 | 2,478,693 | 42,853 | 2% |
| FICA/Medicare | 520,967 | 566,499 | 568,909 | 567,488 | 567,488 | 989 | 0% |
| MSRS Retirement | 851,357 | 967,803 | 985,000 | 1,205,267 | 1,213,758 | 245,955 | 25% |
| ICMA Retirement | 157,343 | 162,000 | 171,162 | 155,145 | 155,145 | (6,855) | -4% |
| City Pension | 149,845 | 160,000 | 155,000 | 160,000 | 160,000 | 0 | 0% |
| Cafeteria Plan | 168,914 | 175,550 | 17,000 | 191,225 | 191,225 | 15,675 | 9% |
| Life Ins(Retirees) | 23,175 | 23,175 | 0 | 0 | 0 | (23,175) | -100% |
| Health Reimbursement Accour | 0 | 174,250 | 104,550 | 175,000 | 175,000 | 750 | 0% |
| Salary Reductions | 0 | -178,000 | 0 | 0 | 0 | 178,000 | 0% |
| Salary Reserves | 55,809 | 250,000 | 250,000 | 250,000 | 230,000 | (20,000) | -8% |
| TOTAL | 4,417,878 | 4,737,117 | 4,592,956 | 5,212,818 | 5,171,309 | 434,192 | 9.2% |



City of Auburn

Fringe Benefits

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Health Insurance | Total | 2,435,840 | 2,508,693 | 2,478,693 |
| FICA/Medicare | Total | 566,499 | 567,488 | 567,488 |

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 Proposed |
|----------------------|------|------------|-------------------|-------------|------------|---------------------|---------------------|
| Non Union | ↓ | ↓ | ↓ | \$ 297,544 | \$ 69,048 | \$ 366,592 | \$ 366,592 |
| MSEA | ↓ | ↓ | ↓ | \$ 421,748 | \$ 40,629 | \$ 462,377 | \$ 462,377 |
| Police | ↓ | ↓ | ↓ | \$ 436,285 | \$ 76,848 | \$ 513,133 | \$ 513,133 |
| Fire | ↓ | ↓ | ↓ | \$ 505,175 | \$ 135,060 | \$ 640,235 | \$ 640,235 |
| Public Works | ↓ | ↓ | ↓ | \$ 416,336 | \$ 55,020 | \$ 471,356 | \$ 471,356 |
| OMC Wellness Program | ↓ | ↓ | ↓ | | | \$ 55,000 | \$ 25,000 |
| | | | | | | \$ 2,508,693 | \$ 2,478,693 |

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

Estimated Detail of FICA/Medicare

Actual expenses may vary according to changing circumstances

| FICA/Medicare | FICA | FICA OT | Medicare | Medicare OT | Dept. Request | Manager Proposed |
|---------------------|-------------------|------------------|-------------------|------------------|-------------------|---------------------|
| Non Union | \$ 118,447 | | \$ 32,407 | | | |
| MSEA | \$ 99,414 | \$ 12,000 | \$ 23,250 | \$ 6,000 | | |
| Police | \$ - | | \$ 42,788 | \$ 12,000 | | |
| Fire | \$ - | | \$ 43,942 | \$ 18,000 | | |
| Public Works | \$ 102,240 | \$ 26,000 | \$ 24,000 | \$ 7,000 | | |
| | \$ 320,101 | \$ 38,000 | \$ 166,387 | \$ 43,000 | | |
| FICA Percentage | 6.20% | | | | \$ 358,101 | \$ 358,101 |
| Medicare Percentage | 1.45% | | | | \$ 209,387 | \$ 209,387 |
| | | | | | \$ 567,488 | \$ 567,488 |

Line Item Narrative

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

FICA/ Medicare: See Above.



City of Auburn

Fringe Benefits

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------|-------|--------------|------------------|---------------------|
| MSRS Retirement | Total | 967,803 | 1,205,267 | 1,213,758 |
| ICMA Retirement | Total | 162,000 | 155,145 | 155,145 |

Estimated Detail of MSRS Retirement

Actual expenses may vary according to changing circumstances

| | <i>Debt</i> | <i>MSRS</i> | <i>OT & Other</i> | Dept. Request | Manager Proposed |
|--------------------|-------------|-------------|-----------------------|---------------------|---------------------|
| MSRS Retirement | | | | | |
| Non Union | | \$ 146,043 | | \$ 146,043 | \$ 146,043 |
| MSEA | | \$ 73,559 | \$ 9,000 | \$ 82,559 | \$ 82,559 |
| Police | | \$ 336,401 | \$ 30,000 | \$ 366,401 | \$ 366,401 |
| Fire | | \$ 353,556 | \$ 45,000 | \$ 398,556 | \$ 408,556 |
| Public Works | | \$ 50,222 | \$ 15,000 | \$ 65,222 | \$ 63,713 |
| Pension Obligation | \$ 146,486 | | | \$ 146,486 | \$ 146,486 |
| | | | | \$ 1,205,267 | \$ 1,213,758 |

Estimated Detail of ICMA Retirement

Actual expenses may vary according to changing circumstances

| | <i>Retirement</i> | <i>Overtime</i> | Dept. Request | Manager Proposed |
|-----------------------|-------------------|-----------------|-------------------|---------------------|
| ICMA Retirement | | | | |
| Non Union | \$ 38,946 | \$ - | | |
| MSEA | \$ 46,617 | | | |
| Public Works | \$ 61,582 | \$ 8,000 | | |
| Employer Contribution | \$ 147,145 | \$ 8,000 | \$ 155,145 | \$ 155,145 |
| | | | \$ 155,145 | \$ 155,145 |

Line Item Narrative

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

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



City of Auburn

Fringe Benefits

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------|-------|--------------|------------------|---------------------|
| City Pension | Total | 160,000 | 160,000 | 160,000 |
| Cafeteria Plan | Total | 175,550 | 191,225 | 191,225 |

Estimated Detail of City Pension

Actual expenses may vary according to changing circumstances

| City Pension | | Dept. Request | Manager Proposed |
|--------------|--|-------------------|---------------------|
| Participants | | \$ 160,000 | \$ 160,000 |
| | | \$ 160,000 | \$ 160,000 |

Estimated Detail of Cafeteria Plan

Actual expenses may vary according to changing circumstances

| Cafeteria Plan | | Dept. Request | Manager Proposed |
|----------------|--|-------------------|---------------------|
| Non Union | | \$ 32,300 | \$ 32,300 |
| MSEA | | \$ 39,425 | \$ 39,425 |
| Police | | \$ 42,400 | \$ 42,400 |
| Fire | | \$ 40,300 | \$ 40,300 |
| Public Works | | \$ 36,800 | \$ 36,800 |
| | | \$ 191,225 | \$ 191,225 |

Line Item Narrative

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

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



City of Auburn

Fringe Benefits

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Life Ins(Retirees) | Total | 23,175 | - | - |
| Health Reimbursement Account | Total | 174,250 | 175,000 | 175,000 |
| Salary Reductions | Total | (178,000) | - | - |
| Salary Reserves | Total | 250,000 | 250,000 | 230,000 |

Estimated Detail of Life Ins(Retirees)

Actual expenses may vary according to changing circumstances

| Life Ins(Retirees) | Dept. Request | Manager Proposed |
|--------------------|---------------|---------------------|
| See Below. | - | - |
| | \$ - | \$ - |

Estimated Detail of Health Reimbursement Account

Actual expenses may vary according to changing circumstances

| Health Reimbursement Account | Dept. Request | Manager Proposed |
|------------------------------|---------------|---------------------|
| | \$ 175,000 | \$ 175,000 |
| | \$ 175,000 | \$ 175,000 |

Estimated Detail of Salary Reductions

Actual expenses may vary according to changing circumstances

| Salary Reductions | Dept. Request | Manager Proposed |
|-------------------|---------------|---------------------|
| | - | - |
| | \$ - | \$ - |

Estimated Detail of Salary Reserves

Actual expenses may vary according to changing circumstances

| Salary Reserves | Dept. Request | Manager Proposed |
|-----------------|---------------|---------------------|
| | \$ 250,000 | \$ 230,000 |
| | \$ 250,000 | \$ 230,000 |

Line Item Narrative

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|------------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Workers Compensation</i> | | | | | | | |
| WC Operating Transfer | 431,446 | 468,081 | 468,081 | 496,536 | 496,536 | 28,455 | 6% |
| TOTAL | 431,446 | 468,081 | 468,081 | 496,536 | 496,536 | 28,455 | 6.1% |



City of Auburn

Workers Compensation

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| WC Operating Transfer | Total | 468,081 | 496,536 | 496,536 |

Estimated Detail of WC Operating Transfer

Actual expenses may vary according to changing circumstances

| WC Operating Transfer | Dept. Request | Manager Proposed |
|---|-------------------|---------------------|
| <u>Expenses</u> | | |
| Salaries | \$ 34,036 | \$ 34,036 |
| Operating Supplies | \$ 300 | \$ 300 |
| Training and Tuition | \$ 200 | \$ 200 |
| Mileage | \$ 100 | \$ 100 |
| Purchased Services: | | |
| Annual Actuarial | \$ 6,950 | \$ 6,950 |
| Third Party Admin - Willis | \$ 30,000 | \$ 30,000 |
| Loss Control Services - Willis | \$ 8,640 | \$ 8,640 |
| Dues and Subscriptions: | | |
| State Admin Assessment for Self Insurance | \$ 30,000 | \$ 30,000 |
| Fee to operate State W/C Board | \$ 3,410 | \$ 3,410 |
| Renewal application fee | \$ 400 | \$ 400 |
| State Supplemental Benefits Fund | \$ 6,000 | \$ 6,000 |
| Claims | \$ 300,000 | \$ 300,000 |
| Insurance | \$ 76,500 | \$ 76,500 |
| Capital Costs | \$ - | \$ - |
| Total | \$ 496,536 | \$ 496,536 |

Line Item Narrative

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-----------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|------|
| Fire | | | | | | | |
| Regular Salaries | 3,106,161 | 3,188,859 | 3,205,128 | 3,235,921 | 3,235,921 | 47,062 | 1% |
| Acting Rank | 15,589 | 8,129 | 16,672 | 8,292 | 8,292 | 163 | 1% |
| Holiday Pay | 138,704 | 154,440 | 147,001 | 154,440 | 154,440 | 0 | 0% |
| Sick Leave Incentive | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Uniform Allowance | 23,372 | 30,830 | 30,830 | 31,340 | 31,340 | 510 | 2% |
| Physicals | 4,586 | 7,100 | 7,100 | 7,100 | 7,100 | 0 | 0% |
| OSHA Safety Costs | 7,451 | 8,033 | 9,735 | 8,033 | 8,033 | 0 | 0% |
| Protective Clothing | 27,893 | 29,950 | 32,450 | 29,950 | 29,950 | 0 | 0% |
| OT - Vac Replacement | 80,415 | 20,000 | 43,633 | 20,000 | 20,000 | 0 | 0% |
| OT - Sick Replace LT | 94,064 | 20,000 | 81,224 | 20,000 | 20,000 | 0 | 0% |
| OT - Sick Replace ST | 157,578 | 89,000 | 120,230 | 89,000 | 89,000 | 0 | 0% |
| OT - Mandatory Training | 12,185 | 18,463 | 35,846 | 18,464 | 18,464 | 1 | 0% |
| OT - Outside Jobs | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| OT - Extra Assignments | 67,953 | 15,990 | 40,285 | 15,990 | 15,990 | 0 | 0% |
| OT - Vacancies/Retirement | 37,562 | 12,844 | 41,967 | 12,844 | 12,844 | 0 | 0% |
| OT - Work Related Injuries | 24,299 | 15,000 | 60,761 | 15,000 | 15,000 | 0 | 0% |
| OT - Meetings | 11,264 | 6,425 | 9,595 | 6,425 | 6,425 | 0 | 0% |
| OT - Funeral Leave | 6,208 | 5,000 | 5,000 | 5,000 | 5,000 | 0 | 0% |
| OT - Multiple Alarms | 6,259 | 6,000 | 9,171 | 6,000 | 6,000 | 0 | 0% |
| OT - Pump team | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| PS - General | 2,598 | 2,350 | 4,456 | 2,350 | 2,350 | 0 | 0% |
| PS - Uniform Cleaning | 6,080 | 210 | 700 | 210 | 210 | 0 | 0% |
| Office Supplies | 3,497 | 12,650 | 12,650 | 12,650 | 2,650 | (10,000) | -79% |
| Other Sup - Fire Prevention | 831 | 8,460 | 7,460 | 8,460 | 8,460 | 0 | 0% |
| Other Sup - Maintenance | 7,106 | 6,865 | 8,656 | 6,865 | 6,865 | 0 | 0% |
| Other Sup - Pump Team | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Other Sup - Fire Training | 1,679 | 6,138 | 3,138 | 6,138 | 6,138 | 0 | 0% |
| Other Sup - Medical | 12,148 | 9,750 | 23,000 | 9,750 | 9,750 | 0 | 0% |
| Other Sup - Small Tools | 10,771 | 12,500 | 19,000 | 12,500 | 12,500 | 0 | 0% |
| Other Sup - Other | 5,510 | 6,185 | 6,185 | 6,185 | 6,185 | 0 | 0% |
| MV Sup - Tires/Tube/Chain | 5,410 | 6,230 | 6,000 | 6,230 | 6,230 | 0 | 0% |
| MV Sup - Gas & Oil | 4,149 | 5,120 | 10,000 | 4,400 | 3,900 | (1,220) | -12% |
| Utilities - Water/Sewer | 5,276 | 6,395 | 5,700 | 6,395 | 6,395 | 0 | 0% |
| Comm - Telephone | 8,456 | 8,385 | 8,385 | 8,385 | 8,385 | 0 | 0% |



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| Utilities - Natural Gas | 9,053 | 40,797 | 32,000 | 46,917 | 46,917 | 6,120 | 19% |
| Utilities - Electricity | 26,539 | 35,000 | 20,000 | 43,750 | 43,750 | 8,750 | 44% |
| Utilities - Bottled Gas | 513 | 900 | 900 | 900 | 900 | 0 | 0% |
| Utilities - Heating Fuel | 16,745 | 18,250 | 16,500 | 15,125 | 15,125 | (3,125) | -19% |
| Utilities - Diesel | 44,046 | 43,160 | 43,160 | 38,400 | 36,900 | (6,260) | -15% |
| Repairs - Buildings | 24,722 | 26,435 | 33,400 | 26,435 | 26,435 | 0 | 0% |
| Repairs - Vehicles | 112,020 | 56,375 | 79,635 | 56,375 | 56,375 | 0 | 0% |
| Repairs - Equipment | 19,315 | 45,860 | 37,000 | 45,860 | 45,860 | 0 | 0% |
| Repairs - Radio Equipment | 12,005 | 7,000 | 5,000 | 7,000 | 7,000 | 0 | 0% |
| Repairs - Maintenance Contrac | 5,794 | 14,715 | 15,000 | 14,715 | 14,715 | 0 | 0% |
| Training & Tuition | 29,354 | 27,000 | 27,000 | 27,000 | 27,000 | 0 | 0% |
| Comm - Postage | 600 | 600 | 600 | 600 | 600 | 0 | 0% |
| Travel-Seminar Costs | 1,261 | 500 | 500 | 500 | 500 | 0 | 0% |
| Dues & Subscriptions | 3,391 | 3,740 | 3,740 | 3,740 | 3,740 | 0 | 0% |
| SCBA Cyliner Replacement | 0 | 10,000 | 10,000 | 10,000 | 10,000 | 0 | 0% |
| TOTAL | 4,200,412 | 4,057,633 | 4,336,393 | 4,111,634 | 4,099,634 | 42,001 | 1.0% |



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|-----------|---------------|------------------|
| Regular Salaries | Total | 3,101,681 | 3,235,921 | 3,235,921 |
| Acting Rank | Total | 7,516 | 8,292 | 8,292 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | Staff | Dept. Request | Manager Proposed |
|---------------------------------|-------|---------------|------------------|
| Fire Prevention Officer (union) | 1 | \$ 51,228 | \$ 51,228 |
| Battalion Chief (union) | 4 | \$ 269,647 | \$ 269,647 |
| Fire Chief (non-union) | 1 | \$ 80,070 | \$ 80,070 |
| Captain (union) | 4 | \$ 241,561 | \$ 241,561 |
| Deputy Chief (non-union) | 1 | \$ 76,407 | \$ 76,407 |
| Fire Planner (non-union) | 1 | \$ 32,460 | \$ 32,460 |
| Firefighters (union) | 37 | \$ 1,563,048 | \$ 1,563,048 |
| Lieutenant (union) | 16 | \$ 878,018 | \$ 878,018 |
| Office Manager (union) | 1 | \$ 43,482 | \$ 43,482 |
| | 66 | \$ 3,235,921 | \$ 3,235,921 |

Estimated Detail of Acting Rank

Actual expenses may vary according to changing circumstances

| Acting Rank ¹ | Dept. Request | Manager Proposed |
|-----------------------------------|---------------|------------------|
| Per Union Contract - 2015 Budget | \$ 8,129 | \$ 8,129 |
| Increase of 2% for COLA increases | \$ 163 | \$ 163 |
| | \$ 8,292 | \$ 8,292 |

Line Item Narrative

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

Acting Rank: The firefighters who serve in acting rank are paid a 5% stipend while serving in that capacity. Increase is due to negotiated COLA increase of 2% .

¹ Contractual obligation.



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|-----------|---------------|------------------|
| Holiday Pay | Total | 137,940 | 154,440 | 154,440 |
| Uniform Allowance | Total | 19,805 | 31,340 | 31,340 |

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

| | # of Firefighters | Avg. Hol. Pay | # of Holidays | Dept. Request | Manager Proposed |
|-----------------------------------|-------------------|---------------|---------------|-------------------|-------------------|
| Holiday Pay Per Union Contract | 60 | \$ 234 | 11 | \$ 154,440 | \$ 154,440 |
| | | | | \$ 154,440 | \$ 154,440 |

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

| | Staff | Cost | Dept. Request | Manager Proposed |
|-------------------|-------|--------|------------------|------------------|
| Uniform Allowance | | | | |
| Captains | 4 | \$ 510 | \$ 2,040 | \$ 2,040 |
| Chief Officers | 8 | \$ 510 | \$ 4,080 | \$ 4,080 |
| Lieutenants | 12 | \$ 485 | \$ 5,820 | \$ 5,820 |
| Privates | 40 | \$ 485 | \$ 19,400 | \$ 19,400 |
| | | | \$ 31,340 | \$ 31,340 |

Line Item Narrative

Holiday Pay: The Holiday pay is computed by multiplying the number of holidays (11) by 1/4 of a week's pay which averages to be \$234. This figure is then multiplied by 60 firefighters.

Uniform Allowance: This account funds the annual uniform allowance. Due to the fact that these balances are allowed to be carried forward, there is always a balance that is potentially unfunded. The current combined balance, as of 1/13/15 of all of the firefighter's is \$32,302. This will increase on July 1st when the firefighters are issued their allotted amounts as indicated above.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|------------------|--------------|---------------|------------------|
| Physicals | Total | 1,430 | 7,100 |

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

| Physicals ¹ | Quantity | Cost | Dept. Request | Manager Proposed |
|----------------------------------|----------|-----------|-----------------|------------------|
| Audiogram | 10 | \$ 36.00 | \$ 360 | \$ 360 |
| Drug Collection | 10 | \$ 26.00 | \$ 260 | \$ 260 |
| Exam for Provider | 10 | \$ 98.00 | \$ 980 | \$ 980 |
| Hepatitis B Surf Antibody (LAB) | 10 | \$ 80.00 | \$ 800 | \$ 800 |
| MRO Services | 10 | \$ 23.00 | \$ 230 | \$ 230 |
| Non DOT Drug Screen | 10 | \$ 24.00 | \$ 240 | \$ 240 |
| Psychological Exams | 10 | \$ 300.00 | \$ 3,000 | \$ 3,000 |
| Respiratory Clearance Evaluation | 10 | \$ 34.00 | \$ 340 | \$ 340 |
| Spirometry | 10 | \$ 34.00 | \$ 340 | \$ 340 |
| TB/Intrademal (PPD) | 10 | \$ 19.00 | \$ 190 | \$ 190 |
| Urine Dip | 10 | \$ 11.00 | \$ 110 | \$ 110 |
| Venepuncture/Collection | 10 | \$ 25.00 | \$ 250 | \$ 250 |
| | | | \$ 7,100 | \$ 7,100 |

Line Item Narrative

Physicals: This account funds the cost of pre-employment exams for new firefighters at an average of \$910/firefighter. The above breakdown is based on a normal prehire physical. However, there have been instances where other tests are needed such as a chest PA & lateral radiograph. Depending on turnover, this account could be depleted quickly.

¹The quantity has increased because of the need to hire more EMTs when we begin transporting.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| OSHA Safety Costs | Total | 8,033 | 8,033 | 8,033 |
| Protective Clothing | Total | 32,715 | 29,950 | 29,950 |

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

| OSHA Safety Costs | Dept. Request | Manager Proposed |
|--|-----------------|---------------------|
| Bio Gear - Biohazard Bags & Boxes | \$ - | \$ - |
| OSHA Accepted Reflective Vests | \$ 900 | \$ 900 |
| Disinfectant Spray | \$ - | \$ - |
| Fit Testing Supplies | \$ 1,453 | \$ 1,453 |
| Hearing Tests for Firefighters | \$ - | \$ - |
| Lancets for Blood Draw to Measure Blood Sugar Levels (Boxes) | \$ - | \$ - |
| Lens for Self-Contained Breathing Apparatus | \$ - | \$ - |
| Nitrile Gloves for Pandemic Flu (Boxes) | \$ - | \$ - |
| PPE Equipment N95s (Pandemic Flu Inventory) | \$ - | \$ - |
| Safety Glasses | \$ 210 | \$ 210 |
| Splash Guard Masks and Goggles | \$ 550 | \$ 550 |
| Tuberculosis Plants and Reads/Respiratory Clearance | \$ 4,920 | \$ 4,920 |
| | \$ 8,033 | \$ 8,033 |

Estimated Detail of Protective Clothing

Actual expenses may vary according to changing circumstances

| Protective Clothing | Quantity | Cost Each | Dept. Request | Manager Proposed |
|---------------------------------|----------|-----------------|------------------|---------------------|
| Boots | 10 | \$ 230 | \$ 2,300 | \$ 2,300 |
| Forestry Shirts & Goggles | | | \$ - | \$ - |
| Gloves | 20 | \$ 55 | \$ 1,100 | \$ 1,100 |
| Helmets & Repair Parts | 2 | \$ 550 | \$ 1,100 | \$ 1,100 |
| Hood | 15 | \$ 30 | \$ 450 | \$ 450 |
| Pants | 10 | \$ 1,100 | \$ 11,000 | \$ 11,000 |
| Repairs/Mending to Turnout Gear | | | \$ 3,000 | \$ 3,000 |
| Turnout Coat | 10 | \$ 1,100 | \$ 11,000 | \$ 11,000 |
| | | \$ 3,065 | \$ 29,950 | \$ 29,950 |

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

Line Item Narrative

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| OT - Vac Replacement | Total | 20,000 | 20,000 | 20,000 |
| OT - Sick Replace LT | Total | 20,000 | 20,000 | 20,000 |

Estimated Detail of OT - Vac Replacement

Actual expenses may vary according to changing circumstances

| OT - Vac Replacement ¹ | Overtime Rate | Dept. Request | Manager Proposed |
|---|---------------|------------------|---------------------|
| Overtime Wages for Firefighters on Vacation | \$ 33.45 | \$ 20,000 | \$ 20,000 |
| | | \$ 20,000 | \$ 20,000 |

Estimated Detail of OT - Sick Replace LT

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

¹ Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|-----------|---------------|------------------|
| OT - Sick Replace ST | Total | 89,000 | 89,000 | 89,000 |
| OT - Mandatory Training | Total | 15,000 | 18,464 | 18,464 |

Estimated Detail of OT - Sick Replace ST

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

| | Instructor Cost | Hours | Dept. Request | Manager Proposed |
|---|-----------------|-------|---------------|------------------|
| OT - Mandatory Training | | | | |
| Blood Borne Pathogens Training ⁴ | \$ 33.45 | 32 | \$ 1,070 | |
| Confined Space Training ⁴ | \$ 33.45 | 64 | \$ 2,141 | |
| EVOG Training | \$ 33.45 | | \$ - | |
| Extrication Refresher Training | \$ 33.45 | 32 | \$ 1,070 | |
| Haz-Mat Refresher Training ⁴ | \$ 33.45 | 32 | \$ 1,070 | |
| New Hire Orientation ² | \$ 33.45 | 320 | \$ 10,704 | |
| Rope Refresher Training ⁴ | \$ 33.45 | 48 | \$ 1,606 | |
| SCBA Maintenance Training ³ | \$ 33.45 | 24 | \$ 803 | |
| | | | \$ 18,464 | \$ 18,464 |

Line Item Narrative

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

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

¹ Contracted obligation for apparatus staffing.

² BLS requirement, ensures firefighters are prepared to enter IDLH (Immediately Dangerous to Life & Health) areas.

³ This training certifies staff for general maintenance and BLS mandated fit testing.

⁴ BLS requirement.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------|-------|-----------|---------------|------------------|
| OT - Outside Jobs | Total | - | - | - |
| OT - Extra Assignments | Total | 15,113 | 15,990 | 15,990 |

Estimated Detail of OT - Outside Jobs

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------------|---------------|------------------|
| 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 Proposed |
|--|-------|---------------|---------------|------------------|
| OT - Extra Assignments | | | | |
| Balloon Festival ¹ | 40 | \$ 33.45 | \$ 1,338 | |
| Boat/Computer/Radio Repairs | 15 | \$ 33.45 | \$ 502 | |
| Dept Business Travel | 50 | \$ 33.45 | \$ 1,673 | |
| Equipment Repairs ² | 170 | \$ 33.45 | \$ - | |
| Fire Calls Report ³ | 60 | \$ 33.45 | \$ 2,007 | |
| Jury Duty | 5 | \$ 33.45 | \$ 167 | |
| Military Coverage ⁴ | 288 | \$ 33.45 | \$ 9,634 | |
| Open House | 0 | \$ 33.45 | \$ - | |
| SCBA Flow Tests/Fit Tests ⁵ | 20 | \$ 33.45 | \$ 669 | |
| Storm Coverage | 200 | \$ 33.45 | \$ - | |
| | | | \$ 15,990 | \$ 15,990 |

Line Item Narrative

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

Overtime - Extra Assignments: This account includes time for events such as storms, court attendance, fire investigations, military leave and community events, such as the Balloon Festival. The need for equipment repair overtime costs is due to the necessary repairs for hose (conducted in Lewiston), ladders, vapor barrier, and the training building. It also funds the cost of providing personnel who must travel for department business. Military coverage requires each member of the military to report for duty one weekend a month and two weeks per year. We currently have two firefighters in the military. One of these firefighters will be deployed in April, 2015, for six months.

¹ Council directed coverage.

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

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

⁴ Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------------|-------|--------------|------------------|---------------------|
| OT - Vacancies/Retirement | Total | 12,196 | 12,844 | 12,844 |
| OT - Work Related Injuries | Total | 15,000 | 15,000 | 15,000 |

Estimated Detail of OT - Vacancies/Retirement

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Work Related Injuries

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

Line Item Narrative

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

Overtime - Work Related Injuries: This account funds wages for firefighters who replace firefighters out of work due to work-related injuries. Actual expenses have ranged from \$4,600 to \$56,000 per year.

¹Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| OT - Meetings | Total | 6,425 | 6,425 | 6,425 |
| OT - Funeral Leave | Total | 5,000 | 5,000 | 5,000 |
| OT - Multiple Alarms | Total | 6,000 | 6,000 | 6,000 |

Estimated Detail of OT - Meetings

| OT - Meetings | OT Rate | Hours | Dept. Request | Manager Proposed |
|---|----------|-------|---------------|---------------------|
| EMS Meetings | \$ 43.71 | 11 | \$ 481 | \$ 481 |
| Health & Safety Monthly Meetings (Average 6 FF's) | \$ 43.71 | 82 | \$ 2,084 | \$ 2,084 |
| Joint AFD/LFD Projects; Senior Staffing Meetings ¹ | \$ 43.71 | 183 | \$ 1,500 | \$ 1,500 |
| SMT Monthly Meetings (Average 4 FF's) | \$ 43.71 | 54 | \$ 2,360 | \$ 2,360 |
| | | 330 | \$ 6,425 | \$ 6,425 |

Estimated Detail of OT - Funeral Leave

Actual expenses may vary according to changing circumstances

| OT - Funeral Leave ¹ | FY 13 Occurrences | Dept. Request | Manager Proposed |
|--|----------------------|---------------|---------------------|
| Wages Paid to Cover Absences Due to Funeral Attendance | 9 | \$ 5,000 | \$ 5,000 |
| | | \$ 5,000 | \$ 5,000 |

Estimated Detail of OT - Multiple Alarms

Actual expenses may vary according to changing circumstances

| OT - Multiple Alarms | Rate | FY 13 Occurrences | # of FF / Occurrence | Average # of Hours | Total Hours | Dept. Request | Manager Proposed |
|----------------------|---------|----------------------|-------------------------|-----------------------|-------------|---------------|---------------------|
| Multiple Alarms | \$33.45 | 10 | 13 | 3 | 390 | \$ 6,000 | \$ 6,000 |
| | | | | | | \$ 6,000 | \$ 6,000 |

Line Item Narrative

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

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

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

¹Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------|-------|--------------|------------------|---------------------|
| OT - Pump team | Total | - | - | - |
| PS - General | Total | 1,760 | 2,350 | 2,350 |

Estimated Detail of OT - Pump team

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------|---------------|---------------------|
| OT - Pump team | | |
| Pump Testing | \$ - | \$ - |
| Pump Repair (example) | \$ - | \$ - |
| | \$ - | \$ - |
| | \$ - | \$ - |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

¹Maine DEP requirement.

²Maine BLS requirement.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| PS - Uniform Cleaning | Total | 210 | 210 | 210 |
| Office Supplies | Total | 12,650 | 12,650 | 2,650 |

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

| | <i>Fy12 Costs</i> | Dept. Request | Manager Proposed |
|--|-------------------|---------------|---------------------|
| PS - Uniform Cleaning | | | |
| Central Station | \$ 2,033 | \$ - | |
| E2 Station | \$ 1,705 | \$ - | |
| E5 Station | \$ 2,332 | \$ - | |
| Specialized Cleaning for biohazards ¹ | \$ 50 | \$ 210 | \$ 210 |
| | \$ 6,120 | \$ 210 | \$ 210 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------------|---------------|---------------------|
| Office Supplies | | |
| General Supplies | \$ 2,650 | \$ 2,650 |
| Record management computer program | \$ 10,000 | \$ - |
| | \$ 12,650 | \$ 2,650 |

Line Item Narrative

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

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

¹Maine BLS requirement.



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------------|-------|-----------|---------------|------------------|
| Other Sup - Fire Prevention | Total | 8,460 | 8,460 | 8,460 |
| Other Sup - Maintenance | Total | 6,865 | 6,865 | 6,865 |

Estimated Detail of Other Sup - Fire Prevention

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Pump Team | Total | - | - | - |
| Other Sup - Fire Training | Total | 6,138 | 6,138 | 6,138 |

Estimated Detail of Other Sup - Pump Team

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Other Sup - Fire Training

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|---------------------|-----------|---------------|------------------|
| Other Sup - Medical | Total | 9,750 | 9,750 |

Estimated Detail of Other Sup - Medical

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

¹EMS equipment required by Maine EMS.

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



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|-----------|---------------|------------------|
| Other Sup - Small Tools | Total | 12,500 | 12,500 | 12,500 |

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

| | QTY | Dept. Request | Manager Proposed |
|--|-----|---------------|------------------|
| Other Sup - Small Tools | | | |
| 100' x 4" Hose with Storz Couplings | | | |
| 50' x 1 3/4" Attack Hose | | | |
| 100' x 1 3/4" Attack Hose | | | |
| 100' x 2 1/2" Attack Hose | | | |
| 100' x 1 3/4" High Rise Attack Hose | | | |
| Accountability Name Tags/Helmet Shields ¹ | | | |
| Bolt Cutters | 2 | | |
| Collapsible Backpack Pump Extinguishers | 10 | | |
| Door Opener Tool | | | |
| Equipment Structural Tool | | | |
| Forestry Pump | | | |
| Forestry Tools | | | |
| Hose Nozzle - 1 1/2" Nozzle w/ 15/16" Tips | 4 | | |
| Hose Nozzle - 2 1/2" Nozzle w/ Playpipe and Tip | 4 | | |
| Hydrant Assist Valves | | | |
| Rope Rescue Equipment ² | | | |
| Steel/Aluminum Carabineers | | | |
| Storage Bags | | | |
| Water Rope | | | |
| Webbing | | | |
| Salvage Covers | 8 | | |
| Sawzalls | 4 | | |
| | | \$ 12,500 | \$ 12,500 |

Line Item Narrative

Other Supplies - Small Tools: This account funds small tools primarily used for vehicle and building maintenance. It also includes small operating tools and equipment that need to be replaced. These are the tools that we use to open walls, ceilings, and floors to locate fire or access hidden fire. Examples of these tools include axes, pulling hooks and pry bars. The hazardous materials equipment funds have been requested over the past few years but have been cut each year. While this line item has not been funded in the past, the need to maintain the level of protection is still there. We have had to use funds from other areas to cover the costs.

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|--------------------------|--------------|---------------|------------------|
| Other Sup - Other | Total | 6,185 | 6,185 |

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

¹Maine BLS requirement.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|-----------|---------------|------------------|
| MV Sup - Tires/Tube/Chain | Total | 6,230 | 6,230 | 6,230 |
| MV Sup - Gas & Oil | Total | 5,120 | 4,400 | 3,900 |

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------|-----------------|------------------|
| MV Sup - Tires/Tube/Chain | | |
| Chief's Vehicle | \$ - | \$ - |
| E315 Platoon Chief's Vehicle | \$ 2,000 | \$ 2,000 |
| Engine 1 (spare apparatus) | \$ - | \$ - |
| Engine 2 | \$ - | \$ - |
| Engine 3 | \$ - | \$ - |
| Engine 5 | \$ 2,300 | \$ 2,300 |
| Mounting Fee (\$18/tire) | \$ 550 | \$ 550 |
| Rescue 1 | \$ - | \$ - |
| Rescue 2 | \$ 200 | \$ 200 |
| Rescue 3 | \$ 500 | \$ 500 |
| Rescue 5 | \$ 500 | \$ 500 |
| Truck 1 | \$ - | \$ - |
| Unit 316 Pick-up Truck | \$ - | \$ - |
| Unit 317 Utility Truck | \$ - | \$ - |
| Unit 319 Car | \$ - | \$ - |
| Unit 322 FPO's Vehicle | \$ 180 | \$ 180 |
| | \$ 6,230 | \$ 6,230 |

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

| | Price/Gallon | Gallons | Dept. Request | Manager Proposed |
|--------------------|--------------|---------|-----------------|------------------|
| MV Sup - Gas & Oil | | | | |
| Gasoline | \$ 2.75 | 1,600 | \$ 4,400 | \$ 3,900 |
| | | | \$ 4,400 | \$ 3,900 |

Line Item Narrative

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Utilities - Water/Sewer | Total | 6,395 | 6,395 | 6,395 |
| Comm - Telephone | Total | 8,385 | 8,385 | 8,385 |

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|-----------|---------------|------------------|
| Utilities - Natural Gas | Total | 40,797 | 46,917 | 46,917 |
| Utilities - Electricity | Total | 35,000 | 43,750 | 43,750 |

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

| | Percent Increase | FY15 | Increase | Dept. Request | Manager Proposed |
|------------------------------|------------------|-----------|----------|------------------|------------------|
| Utilities - Natural Gas | | | | | |
| Natural Gas-Engine 2 Station | 15.0% | \$ 5,797 | \$ 870 | \$ 6,667 | \$ 6,667 |
| Natural Gas-Central Station | | \$ 35,000 | \$ 5,250 | \$ 40,250 | \$ 40,250 |
| | | | | \$ 46,917 | \$ 46,917 |

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

| | Percent Increase | FY15 | Increase | Dept. Request | Manager Proposed |
|-------------------------|------------------|-----------------|----------|------------------|------------------|
| Utilities - Electricity | | | | | |
| Central Station | 25.0% | \$ 24,000 | \$ 6,000 | \$ 30,000 | \$ 30,000 |
| E2 Station | | \$ 2,500 | \$ 625 | \$ 3,125 | \$ 3,125 |
| E5 Station | | \$ 8,500 | \$ 2,125 | \$ 10,625 | \$ 10,625 |
| | | \$35,000 | | \$ 43,750 | \$ 43,750 |

Line Item Narrative

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

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



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|-----------|---------------|------------------|
| Utilities - Bottled Gas | Total | 900 | 900 | 900 |
| Utilities - Heating Fuel | Total | 18,250 | 15,125 | 15,125 |
| Utilities - Diesel | Total | 43,160 | 38,400 | 36,900 |

Estimated Detail of Utilities - Bottled Gas

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|-------------------------|--|---------------|------------------|
| Utilities - Bottled Gas | | | |
| Bottle LP Gas | | \$ 900 | \$ 900 |
| | | \$ 900 | \$ 900 |

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

| | Price/Gallon | Gallons | Dept. Request | Manager Proposed |
|--------------------------|--------------|---------|---------------|------------------|
| Utilities - Heating Fuel | | | | |
| Engine 5--Center Street | \$ 2.75 | 5,500 | \$ 15,125 | \$ 15,125 |
| | | | \$ 15,125 | \$ 15,125 |

Estimated Detail of Utilities - Diesel

Actual expenses may vary according to changing circumstances

| | Price/Gallon | Gallons | Dept. Request | Manager Proposed |
|--------------------|--------------|---------|---------------|------------------|
| Utilities - Diesel | | | | |
| Central Station | \$ 3.00 | 12,800 | \$ 38,400 | \$ 36,900 |
| | | | \$ 38,400 | \$ 36,900 |

Line Item Narrative

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

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

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| Repairs - Buildings | Total | 26,435 | 26,435 | 26,435 |

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|-----------|---------------|------------------|
| Repairs - Vehicles | Total | 56,375 | 56,375 | 56,375 |

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

| Repairs - Vehicles | Dept. Request | Manager Proposed |
|---|------------------|------------------|
| BC #315 Vehicle Repair (2004 Ford Excursion) | \$ 4,500 | \$ 4,500 |
| Chief's Vehicle (2012 Ford Explorer) | \$ 200 | \$ 200 |
| Engine 1 Vehicle Repair (1988 E-One Centry) | \$ 5,000 | \$ 5,000 |
| Engine 2 Vehicle Repair (New truck) | \$ 4,000 | \$ 4,000 |
| Engine 3 Vehicle Repair (2006 E-One Cyclone II) | \$ 5,900 | \$ 5,900 |
| Engine 5 Vehicle Repair (2008 E-One Cyclone) | \$ 6,375 | \$ 6,375 |
| Unit 319 Vehicle Repair (2001 Grand Marquis) | \$ 200 | \$ 200 |
| General Vehicle Repair | \$ 3,000 | \$ 3,000 |
| Pickup Truck #3162 Vehicle Repair (2012 Ford F-350) | \$ 200 | \$ 200 |
| Pickup Truck #322 Vehicle Repair (1999 F-150) | \$ 5,000 | \$ 5,000 |
| Pump Certification Repairs | \$ 6,500 | \$ 6,500 |
| Rescue Boat | \$ 1,000 | \$ 1,000 |
| Rescue 1 Vehicle Repair (2000 GMC C7500) | \$ 1,000 | \$ 1,000 |
| Rescue 2 Vehicle Repair | \$ 1,500 | \$ 1,500 |
| Rescue 3 Vehicle Repair | \$ 2,500 | \$ 2,500 |
| Rescue 5 Vehicle Repair | \$ 2,500 | \$ 2,500 |
| Truck 1 Vehicle Repair | \$ 5,000 | \$ 5,000 |
| Utility Truck #317 Vehicle Repair (1991 Ford F-150) | \$ 2,000 | \$ 2,000 |
| | \$ 56,375 | \$ 56,375 |

Line Item Narrative

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



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|---------------------|--------------|------------------|---------------------|
| Repairs - Equipment | Total | 45,860 | 45,860 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| Repairs - Equipment | Dept. Request | Manager Proposed |
|---|------------------|------------------|
| Breathing Air Cascade Repair | \$ 1,510 | \$ 1,510 |
| Fire Extinguisher Maintenance and Repairs | \$ 2,000 | \$ 2,000 |
| Flashlight Repairs | \$ 300 | \$ 300 |
| Flow Testing | \$ 2,500 | \$ 2,500 |
| Ground Ladder Testing | \$ 1,575 | \$ 1,575 |
| Hose repairs | \$ 310 | \$ 310 |
| Hydro Testing | \$ 1,000 | \$ 1,000 |
| Knox Box Repairs | \$ 150 | \$ 150 |
| Lawn Mower and Chain Saw Repairs | \$ 1,075 | \$ 1,075 |
| Miscellaneous | \$ 650 | \$ 650 |
| Repair of Battery Packs and Gas Meters | \$ 2,760 | \$ 2,760 |
| Repairs to hydraulic extrication tools | \$ 1,030 | \$ 1,030 |
| SCBA | \$ 30,250 | \$ 30,250 |
| Smoke Machine Repairs | \$ 500 | \$ 500 |
| Tool Mounting Hardware | \$ 250 | \$ 250 |
| | \$ 45,860 | \$ 45,860 |

Note: Gas Meter calibration occurs every 3 months.

Line Item Narrative

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

Auburn Fire currently has 7 firefighters trained in field repair of our SCOTT Self-Contained Breathing Apparatus. These types of field repairs done by our personnel save us \$75/hr bench costs, not to mention the out of service time if we had to ship them off. Also required is hydrostatic cylinder tests required by DOT and flow tests to verify units are performing as per specifications. Hydrostatic and flow tests must still be done by an outside agency but all other repairs are done by our trained personnel. Both off site issues and inventory for maintenance done by our personnel are included in this budget.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|-----------|---------------|------------------|
| Repairs - Radio Equipment | Total | 7,000 | 7,000 | 7,000 |
| Repairs - Maintenance Contract | Total | 14,715 | 14,715 | 14,715 |

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---|------------------|------------------|
| Repairs - Maintenance Contract | | |
| Air Quality Testing for SCBA Fill Station (Air Tech) ¹ | \$ 1,760 | \$ 1,760 |
| Fire Extinguishers (AAA Fire) ¹ | \$ 1,700 | \$ 1,700 |
| Heart Defibrillators (Physio Controls) ³ | \$ 5,600 | \$ 5,600 |
| Hoist Wench (Konecranes) ¹ | \$ 250 | \$ 250 |
| Ladder Certification on Tower Truck (Greenwood) ¹ | \$ 1,100 | \$ 1,100 |
| Portable Radios (City of Lewiston) ² | \$ 1,800 | \$ 1,800 |
| Pump Certification (Northeast Apparatus) ¹ | \$ 1,500 | \$ 1,500 |
| Service Contract for Lifepack 12 (Physio Controls) ³ | \$ 1,005 | \$ 1,005 |
| | \$ 14,715 | \$ 14,715 |

Line Item Narrative

Repairs - Radio Equipment: Installation and repairs to mobile and portable radio equipment. There are 19 mobile radios, 26 portable radios and 22 FireCom headsets in the department

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

¹Maine BLS requirement.

²Existing contract.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|-----------|---------------|------------------|
| Training & Tuition | Total | 27,000 | 27,000 | 27,000 |
| Comm - Postage | Total | 600 | 600 | 600 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| Training & Tuition | Dept. Request | Manager Proposed |
|---|------------------|------------------|
| ACLS Class - 2 yr renewal ¹ | | |
| Admin Training: | | |
| Fire Rescue International (FRI) Conference | | |
| Fire Dept Instructor's Conference (FDIC) | | |
| New England Fire, Rescue and EMS Conference | | |
| Boat Rescue Program - Outside Instructor | | |
| CEU Subscription ¹ | | |
| Committee Meetings | | |
| EMS Licensure Courses | | |
| Fire Instructor Class | | |
| Fire Officer Academy | | |
| Fire Prevention Officer Training/Classes | | |
| Outside Classes/Conferences/Seminars | | |
| PALS Class - 2 yr renewal ¹ | | |
| PEPP Class - 2 yr renewal ¹ | | |
| PHTLS Class - 4 yr renewal ¹ | | |
| Rapid Intervention Team Training | | |
| Strategic Planning Consultant | | |
| | \$ 27,000 | \$ 27,000 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

| Comm - Postage | Dept. Request | Manager Proposed |
|----------------|---------------|------------------|
| 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 11 paramedics and a total of 59 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.

¹Helps firefighters meet Maine EMS relicensing requirements.



City of Auburn

Fire

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Travel-Seminar Costs | Total | 500 | 500 | 500 |
| Dues & Subscriptions | Total | 10,000 | 3,740 | 3,740 |

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

| Travel-Seminar Costs | | Dept. Request | Manager Proposed |
|----------------------|--|---------------|---------------------|
| Travel Costs | | \$ 500 | \$ 500 |
| | | \$ 500 | \$ 500 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Dept. Request | Manager Proposed |
|--|--|-----------------|---------------------|
| Accreditation Fee | | \$ 50 | \$ 50 |
| CLIA Lab Fees (For blood drawing & testing of patients at med calls) | | \$ 150 | \$ 150 |
| Emergency Medical State of Maine Service License | | \$ 220 | \$ 220 |
| IAAI | | \$ 75 | \$ 75 |
| International Association of Fire Chiefs (3) | | \$ 625 | \$ 625 |
| Maine EMS Service License ¹ | | \$ 100 | \$ 100 |
| Maine Fire Chiefs Association (3) | | \$ 300 | \$ 300 |
| National Fire Protection Association | | \$ 1,280 | \$ 1,280 |
| Tri-County EMS | | \$ 940 | \$ 940 |
| | | \$ 3,740 | \$ 3,740 |

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

¹Maine EMS statutory mandates.



City of Auburn

Fiscal Year 2016
Proposed 3.30.2015

Fire

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| SCBA Cyliner Replacement | Total | 10,000 | 10,000 | 10,000 |

Estimated Detail of SCBA Cyliner Replacement

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|------------------------------|--|---------------|---------------------|
| SCBA Cyliner Replacement | | \$ 10,000 | \$ 10,000 |
| Year 2 of 5 year replacement | | \$ 10,000 | \$ 10,000 |



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|----------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|---------------|
| <i>Fire EMS Transport</i> | | | | | | | |
| Regular Salaries | 0 | 0 | 0 | 77,333 | 4,333 | 4,333 | 0% |
| Fringe Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| PS - Professional Fees | 0 | 163,100 | 0 | 133,100 | 133,100 | (30,000) | 0% |
| Other Sup - Other | 0 | 61,000 | 0 | 61,000 | 61,000 | 0 | 0% |
| Office Supplies | 0 | 1,000 | 0 | 1,000 | 1,000 | 0 | 0% |
| MV Sup - Tires/Tube/Chain | 0 | 8,000 | 0 | 8,000 | 8,000 | 0 | 0% |
| MV Sup - Vehicle Fuel | 0 | 10,000 | 0 | 10,000 | 10,000 | 0 | 0% |
| Repairs & Maint - Vehicles | 0 | 12,500 | 0 | 12,500 | 12,500 | 0 | 0% |
| Vehicle Lease/Purchase | 0 | 144,500 | 0 | 124,500 | 124,500 | (20,000) | 0% |
| Advertising | 0 | 2,500 | 0 | 2,500 | 2,500 | 0 | 0% |
| Repairs - Maint Contract | 0 | 19,500 | 0 | 19,500 | 19,500 | 0 | 0% |
| Other Program Expenses | 0 | 15,500 | 0 | 15,500 | 15,500 | 0 | 0% |
| Comm - Postage | 0 | 1,000 | 0 | 1,000 | 1,000 | 0 | 0% |
| Printing | 0 | 1,000 | 0 | 1,000 | 1,000 | 0 | 0% |
| Public Relations | 0 | 2,500 | 0 | 2,500 | 2,500 | 0 | 0% |
| Communication Equipment | 0 | 10,000 | 0 | 5,000 | 5,000 | (5,000) | -50% |
| Computer Software/Hardware | 0 | 2,500 | 0 | 2,500 | 2,500 | 0 | 0% |
| Dues & Subscriptions | 0 | 2,500 | 0 | 2,500 | 2,500 | 0 | 0% |
| Contingency 8% | 0 | 43,368 | 0 | 43,368 | 43,368 | 0 | 0% |
| Capital Reserve | 0 | 135,000 | 0 | 100,000 | 100,000 | (35,000) | -26% |
| TOTAL | - | 635,468 | - | 622,801 | 549,801 | (85,667) | -13.5% |



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|-------|--------------|------------------|---------------------|
| Regular Salaries | Total | - | 77,333 | 4,333 |
| Fringe Benefits | Total | - | - | - |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | Staff | Dept. Request | Manager Proposed |
|--------------------------|-------|---------------|---------------------|
| Deputy Chief (non-union) | 1 | \$ 73,000 | \$ 73,000 |
| Paramedic stipend for DC | | \$ 4,333 | \$ 4,333 |
| | 1 | \$ 77,333 | \$ 4,333 |

Estimated Detail of

Actual expenses may vary according to changing circumstances

| Fringe Benefits | Dept. Request | Manager Proposed |
|-----------------|---------------|---------------------|
| Fringe Benefits | - | - |

Line Item Narrative

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

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



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------|-------|--------------|------------------|---------------------|
| PS - Professional Fees | Total | 163,100 | 133,100 | 133,100 |
| Other Sup - Other | Total | 61,000 | 61,000 | 61,000 |

Estimated Detail of PS - Professional Fees

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------|-------------------|---------------------|
| PS - Professional Fees | | |
| Professional Fees | \$ 133,100 | \$ 133,100 |
| | \$ 133,100 | \$ 133,100 |

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------|------------------|---------------------|
| Other Sup - Other | | |
| Medical Supplies | \$ 40,000 | \$ 40,000 |
| Oxygen | \$ 8,000 | \$ 8,000 |
| Medical Equipment | \$ 13,000 | \$ 13,000 |
| | \$ 61,000 | \$ 61,000 |

Line Item Narrative

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

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



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Office Supplies | Total | 1,000 | 1,000 | 1,000 |
| MV Sup - Tires/Tube/Chain | Total | 8,000 | 8,000 | 8,000 |
| MV Sup - Vehicle Fuel | Total | 10,000 | 10,000 | 10,000 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| Office Supplies | | Dept. Request | Manager Proposed |
|-----------------|--|-----------------|---------------------|
| Office Supplies | | \$ 1,000 | \$ 1,000 |
| | | \$ 1,000 | \$ 1,000 |

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

| MV Sup - Tires/Tube/Chain | | Dept. Request | Manager Proposed |
|---------------------------|--|-----------------|---------------------|
| Tires and Supplies | | \$ 8,000 | \$ 8,000 |
| | | \$ 8,000 | \$ 8,000 |

Estimated Detail of MV Sup - Vehicle Fuel

Actual expenses may vary according to changing circumstances

| MV Sup - Vehicle Fuel | | Dept. Request | Manager Proposed |
|-----------------------|--|------------------|---------------------|
| Gas & Oil | | \$ 10,000 | \$ 10,000 |
| | | \$ 10,000 | \$ 10,000 |

Line Item Narrative

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

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

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



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------------|-------|--------------|------------------|---------------------|
| Repairs & Maint - Vehicles | Total | 12,500 | 12,500 | 12,500 |
| Vehicle Lease/Purchase | Total | 144,500 | 124,500 | 124,500 |
| Advertising | Total | 2,500 | 2,500 | 2,500 |

Estimated Detail of Repairs & Maint - Vehicles

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------|---------------|---------------------|
| Repairs & Maint - Vehicles | \$ 12,500 | \$ 12,500 |
| Repairs & Maint - Vehicles | \$ 12,500 | \$ 12,500 |

Estimated Detail of Vehicle Lease/Purchase

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------|---------------|---------------------|
| Vehicle Lease/Purchase | \$ 124,500 | \$ 124,500 |
| Ambulance Annual Lease | \$ 124,500 | \$ 124,500 |

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------|---------------|---------------------|
| Advertising | \$ 2,500 | \$ 2,500 |
| Advertising | \$ 2,500 | \$ 2,500 |

Line Item Narrative



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| Repairs - Maint Contract | Total | 19,500 | 19,500 | 19,500 |
| Other Program Expenses | Total | 15,500 | 15,500 | 15,500 |
| Comm - Postage | Total | 1,000 | 1,000 | 1,000 |

Estimated Detail of Repairs - Maint Contract

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| Repairs - Maint Contract | | |
| Maintenance Contracts | \$ 19,500 | \$ 19,500 |
| | \$ 19,500 | \$ 19,500 |

Estimated Detail of Other Program Expenses

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------|------------------|---------------------|
| Other Program Expenses | | |
| Other Program Expnses | \$ 15,500 | \$ 15,500 |
| | \$ 15,500 | \$ 15,500 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------|-----------------|---------------------|
| Comm - Postage | | |
| Postage | \$ 1,000 | \$ 1,000 |
| | \$ 1,000 | \$ 1,000 |

Line Item Narrative



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Printing | Total | 1,000 | 1,000 | 1,000 |
| Public Relations | Total | 2,500 | 2,500 | 2,500 |
| Communication Equipment | Total | 10,000 | 5,000 | 5,000 |

Estimated Detail of Printing

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------|-----------------|---------------------|
| Printing | | |
| Printing | \$ 1,000 | \$ 1,000 |
| | \$ 1,000 | \$ 1,000 |

Estimated Detail of Public Relations

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------|-----------------|---------------------|
| Public Relations | | |
| Public Relation | \$ 2,500 | \$ 2,500 |
| | \$ 2,500 | \$ 2,500 |

Estimated Detail of Communication Equipment

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|-----------------|---------------------|
| Communication Equipment | | |
| Communication Equipment | \$ 5,000 | \$ 5,000 |
| | \$ 5,000 | \$ 5,000 |

Line Item Narrative



City of Auburn

Fire EMS

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------------|-------|--------------|------------------|---------------------|
| Computer Software/Hardware | Total | 2,500 | 2,500 | 2,500 |
| Dues & Subscriptions | Total | 2,500 | 2,500 | 2,500 |
| Contingency 8% | Total | 43,368 | 43,368 | 43,368 |
| Capital Reserve | Total | 135,000 | 100,000 | 100,000 |

Estimated Detail of Computer Software/Hardware

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------------|---------------|---------------------|
| Computer Software/Hardware | \$ 2,500 | \$ 2,500 |
| Computer Softwar/Hardware | \$ 2,500 | \$ 2,500 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|---------------|---------------------|
| Dues & Subscriptions | \$ 2,500 | \$ 2,500 |
| Dues & Subscription | \$ 2,500 | \$ 2,500 |

Estimated Detail of Contingency 8%

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------|---------------|---------------------|
| Contingency 8% | \$ 43,368 | \$ 43,368 |
| Contingecy | \$ 43,368 | \$ 43,368 |

Estimated Detail of Capital Reserve

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------|---------------|---------------------|
| Capital Reserve | \$ 100,000 | \$ 100,000 |
| Capital Reserve | \$ 100,000 | \$ 100,000 |

Line Item Narrative



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| Police | | | | | | | |
| Regular Salaries | 2,965,914 | 3,105,181 | 3,000,500 | 3,264,225 | 3,264,225 | 159,044 | 5% |
| Extra Pay-On Call | 11,000 | 10,400 | 12,000 | 13,000 | 13,000 | 2,600 | 22% |
| Holiday Pay | 113,232 | 131,021 | 135,000 | 137,573 | 130,000 | (1,021) | -1% |
| Longevity Bonus | 400 | 300 | 300 | 0 | 0 | (300) | -100% |
| Educational Incentive | 6,615 | 12,000 | 8,000 | 12,000 | 10,000 | (2,000) | -25% |
| Sick Leave Incentive | 7,368 | 14,500 | 10,064 | 11,000 | 11,000 | (3,500) | -35% |
| Uniform Allowance | 58,771 | 29,195 | 33,000 | 29,195 | 29,195 | 0 | 0% |
| Physicals | 2,049 | 0 | 449 | 0 | 0 | 0 | 0% |
| OSHA Safety Costs | 469 | 1,430 | 1,430 | 1,430 | 1,430 | 0 | 0% |
| Volunteers in Police Service | 749 | 750 | 750 | 750 | 750 | 0 | 0% |
| OT - Regular | 40,566 | 16,341 | 35,000 | 16,341 | 16,341 | (0) | 0% |
| OT - Vac Replacement | 20,894 | 28,320 | 25,000 | 28,320 | 28,320 | 0 | 0% |
| OT - Sick Replacement | 22,807 | 18,408 | 20,000 | 18,408 | 18,408 | 0 | 0% |
| OT - Mandatory Training | 425 | 2,600 | 1,000 | 2,600 | 2,600 | 0 | 0% |
| OT - Court | 27,923 | 34,170 | 36,000 | 34,170 | 30,000 | (4,170) | -12% |
| PS - General | 7,506 | 7,545 | 8,000 | 7,545 | 7,545 | 0 | 0% |
| PS - Testing | 2,150 | 1,134 | 440 | 1,134 | 1,134 | 0 | 0% |
| PS - Animal Control | 61,800 | 50,351 | 55,000 | 38,352 | 38,352 | (11,999) | -22% |
| PS - Uniform Cleaning | 21,060 | 21,700 | 21,700 | 22,360 | 22,360 | 660 | 3% |
| Reports, Printing, & Binding | 2,574 | 3,818 | 3,818 | 3,818 | 1,818 | (2,000) | -52% |
| Office Supplies | 1,754 | 2,000 | 2,000 | 2,000 | 2,000 | 0 | 0% |
| Other Sup - Operating | 20,408 | 14,450 | 35,000 | 14,450 | 14,450 | 0 | 0% |
| MV Sup - Tires/Tube/Chain | 13,808 | 15,070 | 15,070 | 15,070 | 15,070 | 0 | 0% |
| MV Sup - Gas & Oil | 84,463 | 88,000 | 88,000 | 79,750 | 69,750 | (18,250) | -21% |
| Comm - Telephone | 14,193 | 16,488 | 16,500 | 16,488 | 16,488 | 0 | 0% |
| Repairs - Buildings | 93 | 500 | 500 | 500 | 500 | 0 | 0% |
| Repairs - Vehicles | 27,071 | 14,000 | 28,000 | 28,000 | 14,000 | 0 | 0% |
| Repairs - Equipment | 2,153 | 2,610 | 4,500 | 2,610 | 1,300 | (1,310) | -29% |
| Repairs - Maintenance Contrac | 599 | 904 | 904 | 904 | 604 | (300) | -33% |
| Training & Tuition | 28,694 | 23,400 | 30,273 | 23,400 | 23,400 | 0 | 0% |
| Comm - Postage | 836 | 1,000 | 800 | 1,000 | 1,000 | 0 | 0% |
| Travel-Seminar Costs | 1,956 | 820 | 900 | 820 | 820 | 0 | 0% |
| Dues & Subscriptions | 5,675 | 6,135 | 6,135 | 6,135 | 6,135 | 0 | 0% |
| Lease - Vehicles | 1,000 | 0 | 0 | 0 | 0 | 0 | 0% |
| Mobile Radar & Radar Trailer | 0 | 0 | 0 | 58,000 | 0 | 0 | 0% |
| Mobile Radios | 19,926 | 20,000 | 17,685 | 39,500 | 0 | (20,000) | -113% |
| Vehicles | 77,102 | 43,567 | 57,163 | 233,000 | 79,000 | 35,433 | 81% |
| TOTAL | 3,677,927 | 3,738,108 | 3,710,881 | 4,163,848 | 3,870,995 | 132,887 | 3.6% |



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|------------------|-----------------|---------------|------------------|
| Regular Salaries | Total 3,105,181 | 3,264,225 | 3,264,225 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Organizational Structure | Sworn | Civilian | Total Staff | Dept. Request | Manager Proposed |
|--------------------------|-------|----------|-------------|---------------|------------------|
| Administration | 2 | 2.5 | 4.5 | \$ 283,213 | \$ 283,213 |
| Support Services | 18 | 4 | 22 | \$ 1,179,245 | \$ 1,179,245 |
| Patrol | 34 | 0 | 34 | \$ 1,801,767 | \$ 1,801,767 |
| | 54 | 6.5 | 60.5 | \$ 3,264,225 | \$ 3,264,225 |

| Positional Structure | Total Staff | Dept. Request | Manager Proposed |
|-------------------------|-------------|---------------|------------------|
| Chief | 1 | \$ 97,369 | \$ 97,369 |
| Corporal | 5 | \$ 289,720 | \$ 289,720 |
| Deputy Chief | 1 | \$ 82,203 | \$ 82,203 |
| Detective | 4 | \$ 232,436 | \$ 232,436 |
| Lieutenant | 5 | \$ 358,552 | \$ 358,552 |
| Non-Sworn | 6.5 | \$ 271,266 | \$ 271,266 |
| Officer | 27 | \$ 1,289,348 | \$ 1,289,348 |
| School Resource Officer | 4 | \$ 199,855 | \$ 199,855 |
| Sergeant | 7 | \$ 443,477 | \$ 443,477 |
| | 60.5 | \$ 3,264,226 | \$ 3,264,226 |

Line Item Narrative

Regular Salaries: The Department is organized into three divisions including: Administration, Support Services, and Patrol. The department is fortunate to have reimbursed positions, four school resource officers, two officer positions are reimbursed from the COPS Hiring Program, the computer crimes investigator is reimbursed by the State of Maine and one of our drug investigators, assigned to the Maine Drug Enforcement Agency Regional Task Force Program is also reimbursed. The increase in this line item is as a result of negotiated step increases and wage increases. One non-sworn position was reduced by 50% and allocated to the parking program.



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Lateral Transfer-APD | Total | - | - | - |
| Extra Pay-On Call | Total | 10,400 | 13,000 | 13,000 |
| Holiday Pay | Total | 131,021 | 137,573 | 130,000 |

Estimated Detail of Lateral Transfer-APD

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Extra Pay-On Call

Actual expenses may vary according to changing circumstances

| Extra Pay-On Call | Weekly Rate | Dept. Request | Manager Proposed |
|--------------------------------|----------------|------------------|---------------------|
| Detective 24-hour Availability | \$ 250.00 | \$ 13,000 | \$ 13,000 |
| | | \$ 13,000 | \$ 13,000 |

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

| Holiday Pay | Days | Staff | Dept. Request | Manager Proposed |
|--------------|------|-------|------------------|---------------------|
| Police Staff | 532 | 52 | \$ 137,573 | \$ 130,000 |
| | | | \$ 137,573 | \$ 130,000 |

Line Item Narrative

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

On-Call: Detectives are required to be available for critical incidents during off duty hours. Detectives, who rotate each week, receive an additional \$250 when they are on call. This is a fifty dollar a week negotiated increase from last year. (Contractual)

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| Longevity Bonus | Total | 300 | - | - |
| Educational Incentive | Total | 12,000 | 12,000 | 10,000 |
| Sick Leave Incentive | Total | 14,500 | 11,000 | 11,000 |

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

| Educational Incentive | CEU Rate | CEU | Dept. Request | Manager Proposed |
|------------------------------|-----------|-----|------------------|---------------------|
| Tuition Rate (Undergraduate) | \$ 253.00 | 47 | \$ 12,000 | \$ 10,000 |
| Tuition Rate (Graduate) | \$ 380.00 | 0 | \$ - | - |
| | | | \$ 12,000 | \$ 10,000 |

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

| Sick Leave Incentive | Sick Inc. Days | Avg. Daily Rate | Dept. Request | Manager Proposed |
|----------------------|-------------------|--------------------|------------------|---------------------|
| | 38 | \$ 290 | \$ 11,000 | \$ 11,000 |
| | | | \$ 11,000 | \$ 11,000 |

Line Item Narrative

Longevity Bonus: This account includes the costs of bonuses paid to employees for longevity. The longevity bonus is paid to non-sworn members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries. We have no employees eligible for a longevity increase this year. (Contractual)

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

Sick Leave Incentive: Union members have an opportunity to convert the cash value of up to two sick incentive days towards their Benefit Strategies program. Analysis shows that the average number of days that are converted by union members is 38 - a reduction from the previous year. (Contractual)



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|--------------|------------------|---------------------|
| Uniform Allowance | Total | 29,195 | 29,195 | 29,195 |
| Physicals | Total | - | - | - |

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

| | Quantity | Price Each | Dept. Request | Manager Proposed |
|----------------------------------|----------|-------------|------------------|---------------------|
| Uniform Allowance | | | | |
| Command Allowance | 14 | \$ 600.00 | \$ 8,400 | \$ 8,400 |
| Detectives Allowance | 4 | \$ 550.00 | \$ 2,200 | \$ 2,200 |
| Uniforms - Quarter Master System | | | | |
| Alterations | | | \$ 800 | \$ 800 |
| BDU Pant | 80 | \$ 58.00 | \$ 4,640 | \$ 4,640 |
| BDU Shirt L/S | 55 | \$ 58.00 | \$ 3,190 | \$ 3,190 |
| BDU Shirt S/S | 55 | \$ 58.00 | \$ 3,190 | \$ 3,190 |
| Boots | 20 | \$ 125.00 | \$ 2,500 | \$ 2,500 |
| Jacket | 5 | \$ 225.00 | \$ 1,125 | \$ 1,125 |
| Dress Uniforms | 0 | \$ 1,000.00 | \$ - | \$ - |
| Bulletproof - 50% reimbursement | 9 | \$ 350.00 | \$ 3,150 | \$ 3,150 |
| | | | \$ 29,195 | \$ 29,195 |

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

| | Quantity | Price Each | Dept. Request | Manager Proposed |
|----------------|----------|------------|------------------|---------------------|
| Physicals | | | | |
| Pre-Employment | 0 | \$ 425.00 | \$ - | \$ - |
| | | | \$ - | \$ - |

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 an annual clothing allowance. (Contractual)

Physicals: This account covers the pre-employment physical examinations for all new officers. We have not budgeted for any new hires this year. (Statutorial)



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| OSHA Safety Costs | Total | 1,430 | 1,430 | 1,430 |
| Volunteers in Police Service | Total | 750 | 750 | 750 |

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Volunteers in Police Service

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------|------------------|---------------------|
| Volunteers in Police Service | | |
| Meeting / Training Supplies | \$ 150 | \$ 150 |
| Equipment | \$ 150 | \$ 150 |
| Recognition Items | \$ 300 | \$ 300 |
| VIPS Polo Shirts | \$ 150 | \$ 150 |
| | \$ 750 | \$ 750 |

Line Item Narrative

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| OT - Regular | Total | 16,341 | 16,341 | 16,341 |
| OT - Vac Replacement | Total | 28,320 | 28,320 | 28,320 |

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

| OT - Regular | Hours Needed | Average OT Rate | Dept. Request | Manager Proposed |
|-----------------------------|-----------------|--------------------|------------------|---------------------|
| Operation Activities | | | | |
| Command Briefings | 84 | \$ 47.34 | \$ 3,977 | \$ 3,977 |
| Investigation Call-In | 80 | \$ 40.68 | \$ 3,254 | \$ 3,254 |
| Patrol Emergency Holdover | 220 | \$ 33.00 | \$ 7,260 | \$ 7,260 |
| Weather Emergency | 0 | \$ 33.00 | \$ - | \$ - |
| Workers Comp Replacement | 50 | \$ 37.00 | \$ 1,850 | \$ 1,850 |
| | 434 | | \$ 16,341 | \$ 16,341 |

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 Proposed |
|----------------------|------------------------|-------------------------------|-----------------------------|------------------|---------------------|
| Vacation | 9,376 | 800 | \$ 35.40 | \$ 28,320 | \$ 28,320 |
| | | | | \$ 28,320 | \$ 28,320 |

Line Item Narrative

Overtime - Regular: This account includes the cost of overtime pay for officers being held over from a shift, being called in for an investigation and emergencies. This account also includes the overtime paid for the replacement of an officer who is unable to work because of a work related injury. Special Event overtime was transferred to the City Manager's account . (Contractual)

Overtime - Replacement: In a year, the department has 68,255 scheduled patrol work hours. This account includes the costs of overtime wages for the coverage of officers who are on vacation. Officers will use approximately 9,376 hours of vacation time. This account reflects the replacement of approximately 800 hours to maintain minimum



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| OT - Sick Replacement | Total | 18,408 | 18,408 | 18,408 |
| OT - Mandatory Training | Total | 2,600 | 2,600 | 2,600 |

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 Proposed |
|-----------------------|--------------------|------------------------|-----------------------------|------------------|---------------------|
| OT - Sick Replacement | | | | | |
| Sick | 4,300 | 520 | \$ 35.40 | \$ 18,408 | \$ 18,408 |
| | | | | \$ 18,408 | \$ 18,408 |

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| OT - Mandatory Training | | |
| EVOC Instructors | \$ 900 | \$ 900 |
| Firearm Instructors | \$ 900 | \$ 900 |
| MARC Instructors | \$ 400 | \$ 400 |
| TASER Instructor | \$ 400 | \$ 400 |
| | \$ 2,600 | \$ 2,600 |

Line Item Narrative

Overtime - Sick Replacement: In a year, the department has 68,255 scheduled patrol work hours. This account includes the costs of overtime wages for the coverage of officers who are out sick. Officers will use approximately 4,564 hours of sick time. This account reflects the replacement of approximately 600 hours to maintain minimum staffing levels. (Contractual)

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------|-------|--------------|------------------|---------------------|
| OT - Court | Total | 34,170 | 34,170 | 30,000 |
| PS - General | Total | 7,545 | 7,545 | 7,545 |
| PS - Testing | Total | 1,134 | 1,134 | 1,134 |

Estimated Detail of OT - Court

Actual expenses may vary according to changing circumstances

| OT - Court | <i>Court Overtime Hours</i> | <i>Officer Overtime Rate</i> | Dept. Request | Manager Proposed |
|------------|-------------------------------------|--------------------------------------|------------------|---------------------|
| Court Time | 1020 | \$ 33.50 | \$ 34,170 | \$ 30,000 |
| | | | \$ 34,170 | \$ 30,000 |

Note: It is now mandated that all officers appear for Grand Jury. We had an on-duty officer represent an off duty in the past.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| Unlimited Cruiser Washes | \$ 7,275 | \$ 7,275 |
| Towing | \$ 270 | \$ 270 |
| | \$ 7,545 | \$ 7,545 |

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

| PS - Testing | <i>Quantity</i> | <i>Price Each</i> | Dept. Request | Manager Proposed |
|-----------------------|-----------------|-------------------|------------------|---------------------|
| Psychological Testing | 0 | \$ 450.00 | \$ - | \$ - |
| Workmed HEPB | 0 | \$ 175.00 | \$ - | \$ - |
| N95 Review | 54 | \$ 21.00 | \$ 1,134 | \$ 1,134 |
| | | | \$ 1,134 | \$ 1,134 |

Line Item Narrative

Overtime - Court: This account funds overtime for wages paid to officers for their appearance at Superior and District Courts, Grand Jury, and Administrative hearings for the Secretary of State. Officers will be paid a minimum of 3 overtime hours for each appearance (average \$105) pursuant to collective bargaining agreements. The City of Auburn receives a \$50 reimbursement from the State for each court appearance. A new mandate from the district attorneys office will now require officers to attend grand jury. In the past, an on-duty officer would present the case eliminating the need to pay overtime. The expenditures and proposed budget figures do not reflect the revenues that are received from the State which is approximately \$13,000. (Contractual)

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| PS - Animal Control | Total | 50,351 | 38,352 | 38,352 |
| PS - Uniform Cleaning | Total | 21,700 | 22,360 | 22,360 |

Estimated Detail of PS - Animal Control

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------------------------|------------------|---------------------|
| PS - Animal Control | | |
| Humane Society--\$1.49 Per Capita Fee | \$ 34,352 | \$ 34,352 |
| Equipment | \$ 1,500 | \$ 1,500 |
| Training Certificaitons | \$ 500 | \$ 500 |
| Veterinary ER Services | \$ 2,000 | \$ 2,000 |
| | \$ 38,352 | \$ 38,352 |

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------|------------------|---------------------|
| PS - Uniform Cleaning | | |
| | \$ 22,360 | \$ 22,360 |
| | \$ 22,360 | \$ 22,360 |

Line Item Narrative

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Reports, Printing, & Binding | Total | 3,818 | 3,818 | 1,818 |
| Office Supplies | Total | 2,000 | 2,000 | 2,000 |

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

| Reports, Printing, & Binding | Quantity | Price Each | Dept. Request | Manager Proposed |
|------------------------------|----------|------------|------------------|---------------------|
| Criminal Statute Law | 25 | \$ 25.00 | \$ 625 | \$ 625 |
| Envelopes | | \$ 178.00 | \$ 178 | \$ 178 |
| LEOM | 2 | \$ 55.00 | \$ 110 | \$ 110 |
| Motor Vehicle Law | 25 | \$ 25.00 | \$ 625 | \$ 625 |
| Receipts | | \$ 200.00 | \$ 200 | \$ 200 |
| Record Archive | | \$ - | \$ 2,000 | \$ - |
| Vehicle Release Forms | | \$ 80.00 | \$ 80 | \$ 80 |
| | | | \$ 3,818 | \$ 1,818 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| Office Supplies | Average Purchase | Dept. Request | Manager Proposed |
|---|---------------------|------------------|---------------------|
| <u>95% of All Supplies Are Less Than \$20</u> | \$ 8.90 | \$ 2,000 | \$ 2,000 |
| | | \$ 2,000 | \$ 2,000 |

Line Item Narrative

Reports, Printing & Binding: This account funds the printing of all department receipts, vehicle release forms and envelopes. Each year, we must purchase copies of the Maine Motor Vehicle Statutes as well as copies of the Maine Criminal Statute books. Record Archive - In an effort to reduce storage allocation, required retention of documents are being scanned and microfiched.

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Operating | Total | 14,450 | 14,450 | 14,450 |
| MV Sup - Tires/Tube/Chain | Total | 15,070 | 15,070 | 15,070 |

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------------|------------------|---------------------|
| Other Sup - Operating | | |
| Equipment Supplies | \$ 5,500 | \$ 5,500 |
| Evidence Supplies | \$ 3,600 | \$ 3,600 |
| Janitorial Supplies--Miscellaneous | \$ 250 | \$ 250 |
| Special Equipment--Miscellaneous | \$ 275 | \$ 275 |
| TASER | \$ 1,050 | \$ 1,050 |
| Uniform Equipment--Miscellaneous | \$ 3,250 | \$ 3,250 |
| Vehicle Supplies--Miscellaneous | \$ 525 | \$ 525 |
| | \$ 14,450 | \$ 14,450 |

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------|-------|--------------|------------------|---------------------|
| MV Sup - Gas & Oil | Total | 88,000 | 79,750 | 69,750 |
| Comm - Telephone | Total | 16,488 | 16,488 | 16,488 |

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

| MV Sup - Gas & Oil | <i>Vehicles</i> | <i>Gallons</i> | <i>Price / Gallon</i> | Dept. Request | Manager Proposed |
|--------------------------|-----------------|----------------|---------------------------|------------------|---------------------|
| Patrol Vehicles | 12 | 24,000 | \$ 2.75 | \$ 66,000 | \$ 58,000 |
| Support & Administration | 11 | 5,000 | \$ 2.75 | \$ 13,750 | \$ 11,750 |
| | | | | \$ 79,750 | \$ 69,750 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

| Comm - Telephone | <i>Units</i> | Dept. Request | Manager Proposed |
|--------------------------------------|--------------|------------------|---------------------|
| Air Cards (Mobile Data Transmission) | 13 | \$ 8,232 | \$ 8,232 |
| Cell Phones | 10 | \$ 5,120 | \$ 5,120 |
| Long Distance | | \$ 1,000 | \$ 1,000 |
| Teletype Line | | \$ 2,136 | \$ 2,136 |
| | | \$ 16,488 | \$ 16,488 |

Line Item Narrative

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| Utilities - Electricity | Total | - | - | - |
| Utilities - Heating Fuel | Total | - | - | - |
| Repairs - Buildings | Total | 500 | 500 | 500 |

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

| Utilities - Electricity | Kilowatts Used | Cost Per Day | Dept. Request | Manager Proposed |
|-------------------------|-------------------|-----------------|------------------|---------------------|
| | 0 | \$ - | \$ - | \$ - |
| | | | \$ - | \$ - |

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

| Utilities - Heating Fuel Heating | Gallons | Cost | Dept. Request | Manager Proposed |
|-------------------------------------|---------|------|------------------|---------------------|
| | 0 | \$ - | \$ - | \$ - |
| | | | \$ - | \$ - |

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

| Repairs - Buildings Building Repairs | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Line Item Narrative

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| Repairs - Vehicles | Total | 14,000 | 14,000 | 14,000 |
| Repairs - Equipment | Total | 2,610 | 2,610 | 1,300 |

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

| Repairs - Vehicles | Vehicles | Preventative | Alignments | Trans- mission | Brakes | Dept. Request | Manager Proposed |
|--------------------|----------|--------------|------------|-------------------|----------|------------------|---------------------|
| Patrol | 12 | \$ 3,000 | \$ 1,000 | \$ 1,500 | \$ 4,000 | \$ 9,500 | \$ 9,500 |
| Support & Admin. | 11 | \$ 2,000 | \$ 500 | | \$ 2,000 | \$ 4,500 | \$ 4,500 |
| | | | | | | \$ 14,000 | \$ 14,000 |

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

| Repairs - Equipment | Quantity | Cost | Dept. Request | Manager Proposed |
|------------------------------|----------|-------------|------------------|---------------------|
| Bicycle Tune-up | 3 | \$ 100.00 | \$ 300 | \$ 300 |
| Mobile Data Terminal Repairs | | | \$ - | \$ - |
| Mobile Radio Repairs | | | \$ - | \$ - |
| Pepperball Repairs | | | \$ 50 | \$ 50 |
| Portable Radio Repairs | | \$ 1,200.00 | \$ 1,200 | \$ 1,200 |
| Radar Calibration | 17 | \$ 125.00 | \$ 1,360 | \$ 50 |
| Radar Repairs | 8 | \$ 100.00 | \$ 300 | \$ 300 |
| Rifle Repairs | | | \$ 500 | \$ 500 |
| Taser Repairs | | \$ 450.00 | \$ 450 | \$ 450 |
| | | | \$ 2,610 | \$ 1,300 |

Line Item Narrative

Repairs Vehicle: The preventative maintenance performed on the cruisers averages \$9,000 per year for twenty-three vehicles. Approximately \$15,000 will be expended for repairs to vehicles which are either beyond the scope of the warranty or for repairs after the expiration of the warranty. These repairs include: ball joints, alignments, tie rods, batteries, and transmissions. The scheduled replacement of vehicles has not been followed for the past two budgets which is having a direct impact on this account.

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------------|-------|--------------|------------------|---------------------|
| Repairs - Maintenance Contract | Total | 904 | 904 | 604 |
| Training & Tuition | Total | 23,400 | 23,400 | 23,400 |

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------|------------------|---------------------|
| Repairs - Maintenance Contract | | |
| Fire Extinguisher Inspection | \$ 54 | \$ 54 |
| ID Card System | \$ 300 | \$ 300 |
| Recharge Fire Extinguishers | \$ 250 | \$ 250 |
| Replace Extinguishers | \$ 300 | \$ - |
| | \$ 904 | \$ 604 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

| | | Dept. Request | Manager Proposed |
|--------------------------|--|------------------|---------------------|
| Training & Tuition | | | |
| Firearms Facility Rental | | \$ 300 | \$ 300 |
| JPMA - Online Training | | \$ 3,240 | \$ 3,240 |
| MCJA Cadet Training | | \$ - | \$ - |
| Officer Development | | \$ 3,500 | \$ 3,500 |
| PepperBall Ammunition | | \$ 500 | \$ 500 |
| School Resource Officer | | \$ 1,500 | \$ 1,500 |
| Staff Development | | \$ 1,000 | \$ 1,000 |
| Supervisor Development | | \$ 3,160 | \$ 3,160 |
| TASER Recertification | | \$ 1,200 | \$ 1,200 |
| Training Ammunition | | \$ 9,000 | \$ 9,000 |
| | | \$ 23,400 | \$ 23,400 |

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

Line Item Narrative

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Comm - Postage | Total | 1,000 | 1,000 | 1,000 |
| Travel-Seminar Costs | Total | 820 | 820 | 820 |
| Dues & Subscriptions | Total | 6,135 | 6,135 | 6,135 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

| Travel-Seminar Costs | Staff | Cost | Dept. Request | Manager Proposed |
|-----------------------------------|-------|-----------|------------------|---------------------|
| CALEA Conference | 0 | \$ - | \$ - | \$ - |
| FBI Conference | 2 | \$ 150.00 | \$ 300 | \$ 300 |
| Maine Chiefs of Police Conference | 2 | \$ 260.00 | \$ 520 | \$ 520 |
| | | | \$ 820 | \$ 820 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

| Dues & Subscriptions | | Dept. Request | Manager Proposed |
|----------------------|--|------------------|---------------------|
| CALEA | | \$ 4,065 | \$ 4,065 |
| FBI National Academy | | \$ 300 | \$ 300 |
| IACP NET | | \$ 800 | \$ 800 |
| IACP, MACP, NEACP | | \$ 370 | \$ 370 |
| NESPIN | | \$ 100 | \$ 100 |
| Notary Fees | | \$ 500 | \$ 500 |
| | | \$ 6,135 | \$ 6,135 |

Note: The Department was reaccredited in November 2013 after a successful on site assessment. The CALEA amount is year three of a three year agreement.

Line Item Narrative

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

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

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



City of Auburn

Police

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Mobile Radios | Total | 20,000 | \$ 39,500 | \$ - |
| Mobile Radar & Radar Trailer | Total | - | \$ 58,000 | \$ - |
| Vehicles | Total | 43,567 | 233,000 | 79,000 |

Estimated Detail of Mobile Radios

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------|------------------|---------------------|
| Mobile Radios | \$ 39,500 | \$ - |
| Mobile Radios | \$ 39,500 | \$ - |

Estimated Detail of Mobile Radar & Radar Trailer

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------------|------------------|---------------------|
| Mobile Radar & Radar Traile | \$ 28,000 | \$ - |
| Radar Trailer | \$ 30,000 | \$ - |
| Radar Replacement | \$ 58,000 | \$ - |

Estimated Detail of Vehicles

Actual expenses may vary according to changing circumstances

| | <i>Quantity</i> | Dept. Request | Manager Proposed |
|-------------|-----------------|------------------|---------------------|
| Vehicles | | | |
| Cruisers | 6 | \$ 232,000 | \$ 78,000 |
| Motorcycles | 2 | \$ 1,000 | \$ 1,000 |
| | | \$ 233,000 | \$ 79,000 |

Line Item Narrative

Special Equipment : Mobile Radio Replacement - this would be the final year of the three year mobile radio replacement project. (See CIP for more details) Mobile Radar Replacement - the current radar units in the patrol vehicles have reached the end of their useful service life. These fifteen units are critical to our traffic safety efforts.

Vehicles: The account funds the annual lease for two police motorcycles and the purchase replacement of cruisers. The department has a replacement schedule requiring four vehicles to be replaced annually. During the last two budget years the amount of vehicle replacement has been reduced.



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|------|
| Public Services | | | | | | | |
| Regular Salaries | 2,438,804 | 2,584,709 | 2,679,172 | 2,482,833 | 2,458,892 | (125,817) | -5% |
| Longevity Bonus | 600 | 0 | 600 | 300 | 300 | 300 | 50% |
| Educational Incentive | 5,900 | 8,000 | 8,200 | 8,000 | 8,000 | 0 | 0% |
| Sick Leave Incentive | 5,839 | 11,150 | 9,318 | 11,150 | 11,150 | 0 | 0% |
| Uniform Allowance | 35,755 | 40,639 | 39,629 | 40,289 | 39,939 | (700) | -2% |
| Safety Compliance | 14,917 | 9,568 | 9,835 | 9,586 | 9,586 | 18 | 0% |
| OT - Regular | 33,753 | 17,892 | 17,893 | 18,568 | 18,568 | 676 | 4% |
| OT - Winter Road Maintenance | 262,161 | 167,718 | 200,000 | 178,877 | 178,877 | 11,159 | 6% |
| OT - Fleet Services | 4,360 | 1,600 | 1,600 | 1,600 | 1,600 | 0 | 0% |
| OT - Sand Removal | 0 | 2,651 | 2,643 | 2,937 | 2,937 | 286 | 11% |
| PS - General | 57,437 | 75,456 | 56,431 | 93,492 | 93,492 | 18,036 | 32% |
| PS - Water Quality Monitoring | 9,196 | 15,000 | 14,000 | 22,000 | 22,000 | 7,000 | 50% |
| PS - Recording Fee | 51 | 250 | 200 | 250 | 250 | 0 | 0% |
| PS - Snow Removal | 7,500 | 2,000 | 10,200 | 8,000 | 8,000 | 6,000 | 59% |
| PS - Tree Removal | 3,264 | 8,800 | 5,800 | 8,800 | 8,800 | 0 | 0% |
| PS - Centerline Striping | 96,503 | 84,964 | 80,000 | 112,376 | 112,376 | 27,412 | 34% |
| Reports, Printing, & Binding | 2,089 | 3,155 | 3,000 | 3,155 | 2,155 | (1,000) | -33% |
| Office Supplies | 3,846 | 6,960 | 3,556 | 4,360 | 4,360 | (2,600) | -73% |
| Other Sup - Operating | 1,997 | 2,750 | 3,750 | 2,750 | 2,750 | 0 | 0% |
| Other Sup - Maintenance | 32,847 | 30,216 | 14,000 | 30,216 | 30,216 | 0 | 0% |
| Other Sup - Parks/Open Space: | 11,132 | 18,750 | 16,250 | 18,750 | 18,750 | 0 | 0% |
| Other Supplies - Welding | 18,292 | 12,300 | 15,000 | 12,300 | 12,300 | 0 | 0% |
| Other Sup - Traffic Paint | 1,013 | 5,163 | 1,432 | 5,163 | 5,163 | (1) | 0% |
| Other Sup - Sign Material | 20,384 | 27,014 | 26,800 | 27,014 | 27,014 | 0 | 0% |
| Other Sup - Pre-Mix Asphalt | 91,183 | 103,348 | 103,348 | 103,346 | 103,346 | (2) | 0% |
| Other Sup - Culvert/Basin | 24,931 | 31,154 | 30,000 | 31,154 | 31,154 | (0) | 0% |
| Other Sup - Bridge/Fence | 1,824 | 500 | 2,500 | 500 | 500 | 0 | 0% |
| Other Sup - Loam/Seed | 4,233 | 10,000 | 11,091 | 9,999 | 9,999 | (1) | 0% |
| Other Sup - Calcium Chloride | 51,834 | 45,705 | 47,385 | 45,705 | 45,705 | 0 | 0% |
| Other Sup - Road Salt | 331,150 | 237,377 | 260,000 | 234,629 | 234,629 | (2,748) | -1% |
| Other Sup - Safety Equipment | 11,605 | 17,177 | 17,778 | 17,177 | 17,177 | 0 | 0% |
| Other Sup - Small Tools | 22,332 | 20,820 | 26,000 | 20,820 | 20,820 | 0 | 0% |
| Other Sup - Gravel | 53,099 | 75,773 | 80,000 | 78,466 | 78,466 | 2,693 | 3% |
| Other Sup - MV Repair | 77,911 | 122,198 | 129,998 | 121,198 | 121,198 | (1,000) | -1% |



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-----------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| Other Sup - Equip Repairs | 96,412 | 70,340 | 70,000 | 69,440 | 69,440 | (900) | -1% |
| MV Sup - Tires/Tube/Chain | 54,542 | 66,750 | 66,750 | 66,250 | 66,250 | (500) | -1% |
| MV Sup - Gas & Oil | 297,192 | 323,973 | 336,944 | 304,833 | 289,833 | (34,140) | -10% |
| MV Sup - Plow/Grader Blades | 37,215 | 36,684 | 33,656 | 36,632 | 36,632 | (52) | 0% |
| MV Sup - Other | 20,334 | 38,200 | 22,000 | 38,200 | 38,200 | 0 | 0% |
| Utilities - Water/Sewer | 3,569 | 22,782 | 9,138 | 8,035 | 8,035 | (14,747) | -161% |
| Comm - Telephone | 7,123 | 7,740 | 8,292 | 7,740 | 7,740 | 0 | 0% |
| Utilities - Electricity | 28,151 | 45,488 | 38,556 | 42,761 | 42,761 | (2,727) | -7% |
| Utilities - Heating Fuel | 52,033 | 35,247 | 100,000 | 43,385 | 43,385 | 8,138 | 8% |
| Repairs - Buildings | 22,890 | 19,900 | 31,000 | 18,500 | 18,500 | (1,400) | -5% |
| Repairs - Vehicles | 32,453 | 29,500 | 25,000 | 29,500 | 29,500 | 0 | 0% |
| Repairs - Equipment | 34,719 | 19,260 | 23,533 | 19,260 | 19,260 | 0 | 0% |
| Repairs - Radio Equipment | 3,649 | 2,200 | 2,684 | 2,500 | 2,500 | 300 | 11% |
| Training & Tuition | 10,152 | 16,065 | 11,000 | 16,065 | 16,065 | 0 | 0% |
| Comm - Postage | 184 | 400 | 870 | 400 | 400 | 0 | 0% |
| Travel-Mileage | 297 | 500 | 500 | 500 | 500 | 0 | 0% |
| Travel-Seminar Costs | 45 | 675 | 600 | 500 | 500 | (175) | -29% |
| Dues & Subscriptions | 4,924 | 5,884 | 7,184 | 5,934 | 5,934 | 50 | 1% |
| Leachate Hauling | 53,346 | 56,494 | 56,293 | 69,994 | 69,994 | 13,500 | 24% |
| Crack Sealing | 9,377 | 20,000 | 9,376 | 20,000 | 10,000 | (10,000) | -107% |
| Guardrail Replacement | 8,690 | 10,000 | 20,000 | 10,000 | 10,000 | 0 | 0% |
| TOTAL | 4,515,039 | 4,628,839 | 4,800,785 | 4,576,189 | 4,525,899 | (102,940) | -2.2% |



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|-------------------------|--------------|------------------|------------------|
| Regular Salaries | Total | 2,584,709 | 2,482,833 |

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

| Regular Salaries | FY 13 Staffing Level | FY 14 Staffing Level | FY 15 Staffing Level | FY 16 Staffing Level | Dept. Request | Manager Proposed |
|-------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|---------------------|---------------------|
| Public Services Director | 1 | 1 | 1 | 1 | \$ 85,730 | \$ 85,730 |
| Deputy Director/City Engineer | 1 | 1 | 1 | 1 | \$ 73,556 | \$ 73,556 |
| Operations Manager | 2 | 2 | 2 | 2 | \$ 130,454 | \$ 130,454 |
| Fleet Supervisor | 1 | 1 | 1 | 0 | \$ - | \$ - |
| Highway Supervisors | 4 | 4 | 5 | 5 | \$ 233,097 | \$ 233,097 |
| Public Services Planner | 0 | 1 | 1 | 1 | \$ 35,703 | \$ 35,703 |
| Office Manager | 1 | 1 | 1 | 1 | \$ 47,754 | \$ 47,754 |
| Administrative Assistant | 2 | 2 | 2 | 1 | \$ 35,229 | \$ 35,229 |
| Information Assistant | 1 | 1 | 1 | 0 | \$ - | \$ - |
| Assistant City Engineer | 1 | 1 | 1 | 1 | \$ 75,250 | \$ 75,250 |
| Project Engineer | 1 | 1 | 2 | 2 | \$ 90,054 | \$ 90,054 |
| Excavation Technician | 1 | 1 | 0 | 0 | \$ - | \$ - |
| Parks Superintendant | 1 | 0 | 0 | 0 | \$ - | \$ - |
| Assistant Parks Supervisor | 0 | 1 | 1 | 0 | \$ - | \$ - |
| Parks Maintenance Workers | 4 | 4 | 4 | 5 | \$ 126,296 | \$ 102,355 |
| Parks Maintenance-Part Time | | | | | \$ 30,000 | \$ 30,000 |
| Arborist & Arborist Assistant | 2 | 2 | 2 | 2 | \$ 70,343 | \$ 70,343 |
| Building Maintenance | 1 | 1 | 1 | 1 | \$ 30,760 | \$ 30,760 |
| Building Maintenance Tech I | 3 | 3 | 3 | 3 | \$ 115,564 | \$ 115,564 |
| Equipment Operator | 16 | 16 | 16 | 16 | \$ 455,583 | \$ 455,583 |
| Equipment Operator I | 4 | 4 | 4 | 4 | \$ 156,306 | \$ 156,306 |
| Equipment Operator II | 10 | 10 | 10 | 10 | \$ 374,429 | \$ 374,429 |
| Inventory Technician I | 1 | 1 | 1 | 1 | \$ 37,354 | \$ 37,354 |
| Mechanics | 6 | 6 | 6 | 6 | \$ 203,526 | \$ 203,526 |
| Stock Room Attendant | 1 | 1 | 1 | 1 | \$ 34,217 | \$ 34,217 |
| Welders | 1 | 1 | 1 | 1 | \$ 41,628 | \$ 41,628 |
| | 66 | 67 | 68 | 65 | \$ 2,482,833 | \$ 2,458,892 |

Line Item Narrative

Regular Salaries: Public Services has been combined to include Parks , Public Works and Engineering. These staffs maintain 20 plow routes, 515 lane miles, 14 Parks, 17 Cemeteries, 9 Athletic Facilities and manage 4 million dollars worth of construction projects. Staffing was reduced by 3 individuals from last year.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| Longevity Bonus | Total | - | 300 | 300 |
| Educational Incentive | Total | 8,000 | 8,000 | 8,000 |

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

| Longevity Bonus | | Dept. Request | Manager Proposed |
|--------------------|--|------------------|---------------------|
| Employee Longevity | | \$ 300 | \$ 300 |
| | | \$ 300 | \$ 300 |

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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

Employees must show proof of certification and/or license (annually) in order to receive the specified bonus. Annual bonuses (\$250) for every 3 ASE certifications, \$100 annual bonus for Maine's license/endorsement not currently required by current job description. These incentives are included in the current Teamsters Collective Bargaining



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Sick Leave Incentive | Total | 11,150 | 11,150 | 11,150 |
| Uniform Allowance | Total | 40,639 | 40,289 | 39,939 |

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 Proposed |
|-------------------------|-----------------------|----------------------|---------------------|-------------------------------|------------------|---------------------|
| Sick Leave Incentive | | | | | | |
| Converted Sick Days | 47 | 15.67 | 47.01 | | \$ 6,085 | \$ 6,085 |
| Converted Vacation Days | 47 | 9.4 | | 37.6 | \$ 5,065 | \$ 5,065 |
| | | | | | \$ 11,150 | \$ 11,150 |

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

| | Parks | Highway Maint. | Fleet Services | Cost Each | Dept. Request | Manager Proposed |
|------------------------------|-------|-------------------|-------------------|-----------|------------------|---------------------|
| Uniform Allowance | | | | | | |
| Neoprene Snorkel Gloves | | 0 | | \$ 25.00 | \$ - | \$ - |
| Prescription Safety Glasses | | 10 | 2 | \$ 250.00 | \$ 3,000 | \$ 3,000 |
| Rain Boots | | 30 | 5 | \$ 18.00 | \$ 630 | \$ 630 |
| Rainsuits | | 19 | 6 | \$ 45.00 | \$ 1,125 | \$ 1,125 |
| Replacement Gear Bags | | 5 | | \$ 19.25 | \$ 96 | \$ 96 |
| Rubber Work Gloves (12 doz.) | | 12 | 3 | \$ 24.00 | \$ 360 | \$ 360 |
| Safety Toe Footwear | | 0 | | \$ - | | |
| Steel Toe Hip Boots | | 2 | | \$ 50.00 | \$ 100 | \$ 100 |
| Uniform Allowance | | 45 | 11 | \$ 570.00 | \$ 31,920 | \$ 31,920 |
| Waders | | 3 | | \$ 110.00 | \$ 330 | \$ 330 |
| Winter Work Gloves (doz) | | 12 | | \$ 43.00 | \$ 516 | \$ 516 |
| Work Gloves - 3 Pair/EE | | 11 | 1 | \$ 38.50 | \$ 462 | \$ 462 |
| Parks & Recreation | 5 | | | \$ 350.00 | \$ 1,750 | \$ 1,400 |
| | | | | | \$ 40,289 | \$ 39,939 |

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|--------------|------------------|---------------------|
| Safety Compliance | Total | 9,568 | 9,586 | 9,586 |
| OT - Regular | Total | 17,892 | 18,568 | 18,568 |

Estimated Detail of Safety Compliance

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

| OT - Regular | OT Hours | Rate | Dept. Request | Manager Proposed |
|-----------------------------------|----------|----------|------------------|---------------------|
| Emergency Call-ins | 410 | \$ 34.06 | \$ 13,965 | \$ 13,965 |
| Elections | 30 | \$ 25.02 | \$ 751 | \$ 751 |
| Special Events | 48 | \$ 25.02 | \$ 1,201 | \$ 1,201 |
| Traffic Control Pavement Markings | 10 | \$ 25.02 | \$ 250 | \$ 250 |
| Alternative Sentencing | 96 | \$ 25.02 | \$ 2,402 | \$ 2,402 |
| | | | \$ 18,568 | \$ 18,568 |

Line Item Narrative

Physicals: This account funds pre-employment physicals, Hepatitis testing, Hearing Tests, respiratory fit tests, and disability assessments. These are all Bureau of Labor mandates that were unfunded in FY12. Previously we were not required to have these programs in place. After a BOL inspection in 2011 we had to implement the hepatitis and respiratory.

Public Services OT - Regular: This account funds call-outs for weather related emergencies; sink holes, trees down. It also includes weekend trash removal, setting up and taking down voting booths for elections,(when required) cemetery maintenance, city special events and scheduled alternative sentencing at the Hasty Community Center. Parks winter overtime along with PW Traffic overtime has been combined with the PW winter overtime account. The increase is due to contractual wage increases.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| OT - Winter Road Maintenance | Total | 167,718 | 178,877 | 178,877 |
| OT - Fleet Services | Total | 1,600 | 1,600 | 1,600 |
| OT - Sand Removal | Total | 2,651 | 2,937 | 2,937 |

Estimated Detail of OT - Winter Road Maintenance

Actual expenses may vary according to changing circumstances

| OT - Winter Road Maintenance | | Dept. Request | Manager Proposed |
|------------------------------|--|-------------------|---------------------|
| Winter Road Maintenance | | \$ 178,877 | \$ 178,877 |
| | | \$ 178,877 | \$ 178,877 |

Estimated Detail of OT - Fleet Services

Actual expenses may vary according to changing circumstances

| OT - Fleet Services | | Dept. Request | Manager Proposed |
|---------------------|--|------------------|---------------------|
| | | \$ 1,600 | \$ 1,600 |
| | | \$ 1,600 | \$ 1,600 |

Estimated Detail of OT - Sand Removal

Actual expenses may vary according to changing circumstances

| OT - Sand Removal | Avg OT Rate | Hours | Dept. Request | Manager Proposed |
|-------------------|-------------|-------|------------------|---------------------|
| | 29.37 | 100 | \$ 2,937 | \$ 2,937 |
| | | | \$ 2,937 | \$ 2,937 |

Line Item Narrative

Winter Road Maintenance: This account funds overtime for snow plowing, sanding and snow removal. This account is used for plowing snow in emergency parking areas, downtown sidewalks, the fire and police stations, the community center, public outdoor skating rinks, Auburn Hall, the library and the Mechanic's Row parking garage. Historically this funds an average of 20 storms per year. Parks OT has been added to the total request amount. Parks budgets \$6,000 per year for winter OT. The increase is due to contractual wage increases.

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------|-------|--------------|------------------|---------------------|
| PS - General | Total | 75,456 | 93,492 | 93,492 |

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

| PS - General | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Consumable Supplies | \$ 300 | \$ 300 |
| Contractual Ledge Blasting | \$ - | \$ - |
| Dig Safe Notifications | \$ 1,800 | \$ 1,800 |
| Dumping Permits - 6 @ \$15.00 each | \$ 90 | \$ 90 |
| Equipment Rental (Replacement) | \$ 2,500 | \$ 2,500 |
| Equipment Rental (Specialty) | \$ 2,500 | \$ 2,500 |
| Fire Extinguisher Maintenance | \$ 1,436 | \$ 1,436 |
| Fuel Tank Annual Inspections | \$ 200 | \$ 200 |
| GPS Contract Fee | \$ 16,400 | \$ 16,400 |
| Hazardous Chemicals/Reg. Inventory Fees | \$ 100 | \$ 100 |
| Hazardous Material Registration Fees (every 3 years \$150) | \$ - | \$ - |
| Herbicide Application Program (new) | \$ 20,425 | \$ 20,425 |
| Lease of Land for Materials Storage, Snow Dump, Laydown Area | \$ 6,000 | \$ 6,000 |
| Maine DEP Tank Registration Fees | \$ - | \$ - |
| Mowing at Oak Hill Cemetery | \$ 37,700 | \$ 37,700 |
| Motor Vehicle Inspection Stickers | \$ 400 | \$ 400 |
| Sprinkler System Testing | \$ 470 | \$ 470 |
| Televant-DTN Weather Service | | |
| Timetrack System Annual Fee | \$ 775 | \$ 775 |
| Video of Combined Stormwater and Sanitary Sewer Lines | \$ 500 | \$ 500 |
| Water filtration unit | \$ 396 | \$ 396 |
| Wrecker Services (towing) | \$ 1,500 | \$ 1,500 |
| | \$ 93,492 | \$ 93,492 |

Line Item Narrative

Purchased Services - General : The Herbicide Application program is designated for highly visible urban areas. Locations that would benefit from this program are: Union St. bypass, Lower Turner St., Center St, Minot Ave, etc. Herbicide application would allow us to avoid the labor intensive and time consuming task of weeding by hand. The GPS line item is the payment for the final year of a 3 year contract with our GPS Contractor. The increase is due to this GPS contract payment.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------|-------|--------------|------------------|---------------------|
| PS - Snow Removal | Total | 2,000 | 8,000 | 8,000 |
| PS - Tree Removal | Total | 8,800 | 8,800 | 8,800 |

Estimated Detail of PS - Snow Removal

Actual expenses may vary according to changing circumstances

| PS - Snow Removal | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Intermittent--Bulldozer Rental | \$ 8,000 | \$ 8,000 |
| Snow Equipment Rental As Needed (truck & loader) | | \$ - |
| | \$ 8,000 | \$ 8,000 |

Estimated Detail of PS - Tree Removal

Actual expenses may vary according to changing circumstances

| PS - Tree Removal | Stumps (inches) | Occurrence | Cost | Dept. Request | Manager Proposed |
|--|--------------------|------------|-----------|------------------|---------------------|
| Crane Rental | | | | \$ 1,000 | \$ 1,000 |
| Stump Chipping (140 inches @ \$3 per inch) | 1200 | 40 | \$ 1.50 | \$ 1,800 | \$ 1,800 |
| Tree plantings / Replacement | | 20 | \$ 300.00 | \$ 6,000 | \$ 6,000 |
| | | | | \$ 8,800 | \$ 8,800 |

Line Item Narrative

Purchased Services - Snow Removal: The costs of this line item reflect the severity of winter as well as issues such as the need for emergency relief parking, requests for snow plowing and removal in the Great Falls lot area and downtown parking areas. This request also reflects ongoing service during snow storms. Included within this account is contracted snow removal from parking lots, bulldozer rental and the snow storage area lease. APW now plows several parking lots previously contracted out: Cook St. parking lot, New Auburn Area and Community Center and the Pleasant/Drummond St. parking lot. The department's bulldozer is no longer in service and the increase to this line item is needed to rent a bulldozer the duration of the winter season to maintain the city's snow dumps. It costs the Department \$8000 to rent the dozer. The line item was cut last year and the Department will be overrunning that account this year to pay for the dozer.

Purchased Services - Tree Removal: This account funds the rental of a private bucket truck for tree removals in and around inaccessible areas as needed and to provide contracted stump chipping. Remaining funds are also used to cover the costs of replacing trees or landscaping. The tree planting program needs to be increased. Urban forest renewal programs are designed throughout the country to replace each tree removed w/a newly planted tree. Previous years did not budget an equal amount of removals and tree plantings. Instead of trying to get it all in one year we want to slowly move closer to getting a 1 for 1 replacement program.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| PS - Centerline Striping | Total | 84,964 | 112,376 | 112,376 |

Estimated Detail of PS - Centerline Striping

Actual expenses may vary according to changing circumstances

| | Quantity | Linear Feet | Cost | Dept. Request | Manager Proposed |
|--------------------------------------|----------|-------------|------------|------------------|---------------------|
| PS - Centerline Striping | | | | | |
| <u>Part I - Fall 2015 Program</u> | | | | | |
| Double Yellow Centerline | | 70,000 | \$ 0.0750 | \$ 5,250 | \$ 5,250 |
| White & Yellow Edge and lane lines | | 10,000 | \$ 0.0417 | \$ 417 | \$ 417 |
| White Lane Lines | | 30,000 | \$ 0.0417 | \$ 1,251 | \$ 1,251 |
| Striping Paving Projects | | 60,000 | \$ 0.0417 | \$ 2,502 | \$ 2,502 |
| | | | | \$ 9,420 | \$ 9,420 |
| <u>Part II - Spring 2016 Program</u> | | | | | |
| Double Yellow Centerline | | 480,000 | \$ 0.0750 | \$ 36,000 | \$ 36,000 |
| White & Yellow Edge and lane lines | | 323,000 | \$ 0.0417 | \$ 13,469 | \$ 13,469 |
| White Lane Lines | | 103,000 | \$ 0.0417 | \$ 4,295 | \$ 4,295 |
| | | | | \$ 53,764 | \$ 53,764 |
| Crosswalks Piano Keys | 4914 | | \$ 6.6150 | \$ 32,506 | \$ 32,506 |
| Stop Bars (12") | | 4,785 | \$ 0.6615 | \$ 3,165 | \$ 3,165 |
| Arrows (single) | 825 | | \$ 9.9225 | \$ 8,186 | \$ 8,186 |
| Arrows (double) | 215 | | \$ 14.8838 | \$ 3,200 | \$ 3,200 |
| RR Crossing Symbol | 20 | | \$ 27.5625 | \$ 551 | \$ 551 |
| Handicap Parking | 20 | | \$ 27.5625 | \$ 551 | \$ 551 |
| Parking Stall Lines | | 10,000 | \$ 0.0772 | \$ 772 | \$ 772 |
| Bike Lane | 20 | | \$ 8.0000 | \$ 160 | \$ 160 |
| Gore Painting | | 1,000 | \$ 0.1000 | \$ 100 | \$ 100 |
| | | | | \$ 49,192 | \$ 49,192 |
| TOTAL | | | | \$ 112,376 | \$ 112,376 |

Line Item Narrative

Purchased Services - Centerline Striping: This account funds contractual services for painting traffic control markings (double yellow center lines, white lane lines, white and yellow edge lines and bicycle lane lines, crosswalks, stop bars and arrows). Pavement marking is considered to be one of the least expensive and most effective means of conveying certain traffic regulations, warnings, and guidance to motorists. They are most beneficial along rural roadways, at night and during inclement weather. This program consists of two phases: In the fall, portions of the arterials are re-striped for greater visibility and any designated streets that have been recently resurfaced are re-marked; the second phase, which is the major part of the striping of all designated arterial and collector roadways serving important transportation routes. This is an account directly influenced by the price of oil. Contractual service for road striping crosswalk and other traffic control markings. Numbers reflect a 5% increase as well as additional striping in the downtown district at two applications.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Reports, Printing, & Binding | Total | 3,155 | 3,155 | 2,155 |
| Office Supplies | Total | 6,960 | 4,360 | 4,360 |

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|------------------------------|------------------|---------------------|
| Reports, Printing, & Binding | \$ 3,155 | \$ 2,155 |
| Reports, Printing, & Binding | \$ 3,155 | \$ 2,155 |

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| Office Supplies | | |
| General Office Supplies | \$ 2,810 | \$ 2,810 |
| Printer Ink | \$ 500 | \$ 500 |
| Plotter Paper (36X500) | \$ 100 | \$ 100 |
| Plotter Paper (24X500) | \$ 100 | \$ 100 |
| Ink Cartridges | \$ 400 | \$ 400 |
| Print Heads | \$ 250 | \$ 250 |
| Toner | \$ 200 | \$ 200 |
| | \$ 4,360 | \$ 4,360 |

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Operating | Total | 2,750 | 2,750 | 2,750 |
| Other Sup - Maintenance | Total | 30,216 | 30,216 | 30,216 |

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Other Sup - Operating | | |
| 12" asphalt cutting blades | \$ 1,500 | \$ 1,500 |
| 14" asphalt cutting blades | \$ 600 | \$ 600 |
| Concrete cutting blades @ \$200 | \$ 400 | \$ 400 |
| Misc Surveying Supplies, Batteries and Field Books | \$ 250 | \$ 250 |
| | \$ 2,750 | \$ 2,750 |

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------------|------------------|---------------------|
| Other Sup - Maintenance | | |
| Field Operating Supplies | \$ 3,500 | \$ 3,500 |
| Facility Operating Supplies | \$ 4,500 | \$ 4,500 |
| Holiday Lights and Decorations | \$ 3,000 | \$ 3,000 |
| Solvents/Paint/Fluids | \$ 3,439 | \$ 3,439 |
| Hardware/Fasteners | \$ 8,067 | \$ 8,067 |
| Facility Operating Supplies | \$ 2,521 | \$ 2,521 |
| Vehicle Supplies | \$ 3,439 | \$ 3,439 |
| Mower Blades | \$ 710 | \$ 710 |
| Power Broom Brushes & Belts | \$ 740 | \$ 740 |
| Trash Barrels | \$ 300 | \$ 300 |
| | \$ 30,216 | \$ 30,216 |

Line Item Narrative

Other Supplies - Operating: This account funds small tools primarily used for vehicle and building maintenance. Reduction due to moving engineering printer supplies to office supplies.

Other Supplies - Maintenance: This account funds non-vehicle supplies necessary for Highway, Parks and Fleet Services maintenance. Examples include fasteners, hoses, maintenance supplies for equipment and crews. Holiday lights and decorations have not been accounted for in past budgets.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Parks/Open Spaces | Total | 18,750 | 18,750 | 18,750 |
| Other Supplies - Welding | Total | 12,300 | 12,300 | 12,300 |

Estimated Detail of Other Sup - Parks/Open Spaces

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Other Supplies - Welding

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------------|------------------|---------------------|
| Other Supplies - Welding | | |
| All welding supplies | \$ 12,300 | \$ 12,300 |
| | \$ 12,300 | \$ 12,300 |

Line Item Narrative

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. Holiday lights and decorations have not been accounted for in past budgets.

Other Supplies - Welding: This account funds operational supplies that are used by the Fleet Welding shop. Items typically include steel, welding rods, oxygen/acetylene, etc. This year vendors will not give any predictions due to the vulnerability of the market.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Traffic Paint | Total | 5,163 | 5,163 | 5,163 |
| Other Sup - Sign Material | Total | 27,014 | 27,014 | 27,014 |

Estimated Detail of Other Sup - Traffic Paint

Actual expenses may vary according to changing circumstances

| Other Sup - Traffic Paint | | Quantity | Paint Cost | Dept. Request | Manager Proposed |
|------------------------------------|---------|----------|------------|------------------|---------------------|
| Green Sealant | Gallons | 300 | \$ 11.35 | \$ 3,405 | \$ 3,405 |
| Glass Beads | Bags | 0 | \$ 20.35 | \$ - | \$ - |
| Latex White Paint | Gallons | 50 | \$ 11.65 | \$ 583 | \$ 583 |
| Latex Yellow Paint | Gallons | 100 | \$ 11.75 | \$ 1,175 | \$ 1,175 |
| Miscellaneous Paint Supplies, etc. | | 0 | \$ 500.00 | \$ - | \$ - |
| | | | | \$ 5,163 | \$ 5,163 |

Estimated Detail of Other Sup - Sign Material

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Other Supplies - Traffic Paint: This account funds materials used to produce traffic control markings such as parking stalls, parking garage, handicap stalls, traffic islands and lines to indicate catch basin locations, and also include materials for sealing traffic islands which do not have plantings. The majority of the paint program is contracted out. Miscellaneous paint supplies are for machine maintenance. Figure shows an 8% increase in traffic paint, per vendor. Increase due to the need to paint newly paved traffic islands.

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Pre-Mix Asphalt | Total | 103,348 | 103,346 | 103,346 |
| Other Sup - Culvert/Basin | Total | 31,154 | 31,154 | 31,154 |

Estimated Detail of Other Sup - Pre-Mix Asphalt

Actual expenses may vary according to changing circumstances

| | Tons | Square Yds | Cost / Unit | Dept. Request | Manager Proposed |
|-------------------------------|------|------------|-------------|-------------------|---------------------|
| Other Sup - Pre-Mix Asphalt | | | | | |
| Contracted Paving | | 2600 | \$ 28.88 | \$ 75,075 | \$ 75,075 |
| Summer use of hot mix asphalt | 85 | | \$ 84.00 | \$ 7,140 | \$ 7,140 |
| Winter pre-mix cold patch | 175 | | \$ 120.75 | \$ 21,131 | \$ 21,131 |
| | | | | \$ 103,346 | \$ 103,346 |

Estimated Detail of Other Sup - Culvert/Basin

Actual expenses may vary according to changing circumstances

| | Size | Quantity | Cost/Ft | Unit | Dept. Request | Manager Proposed |
|---------------------------|------|----------|-----------|----------|------------------|---------------------|
| Other Sup - Culvert/Basin | | | | | | |
| Aluminized Culverts | 20' | 12" | 8 | \$ 11.87 | \$ 237.40 | \$ 1,899 |
| Culvert Clamps | | 12" | 4 | \$ 11.87 | \$ 237.40 | \$ 950 |
| Plastic PVC Culverts | 20' | 15" | 20 | \$ 8.78 | \$ 175.60 | \$ 3,512 |
| | 20' | 18" | 20 | \$ 13.28 | \$ 265.60 | \$ 5,312 |
| | 20' | 24" | 6 | \$ 18.41 | \$ 368.20 | \$ 2,209 |
| | 20' | 30" | 4 | \$ 31.56 | \$ 631.20 | \$ 2,525 |
| | 20' | 36" | 4 | \$ 33.31 | \$ 666.20 | \$ 2,665 |
| | 20' | 6" | 4 | \$ 44.87 | \$ 897.40 | \$ 3,590 |
| Pipes/Underdrain | 20' | 8" | 0 | \$ 2.14 | \$ 42.80 | \$ - |
| | 20' | 10" | 0 | \$ 3.63 | \$ 72.60 | \$ - |
| | 20' | 12" | 0 | \$ - | \$ - | \$ - |
| Catch Basin Supplies | | | | | \$ - | \$ - |
| Brick & Cement | | | | | \$ 1,279 | \$ 1,279 |
| Frames | | 10 | \$ 295.45 | | \$ 2,955 | \$ 2,955 |
| Miscellaneous | | | | | | |
| Pre-Cast Basins | | | | | \$ 4,259 | \$ 4,259 |
| | | | | | \$ 31,154 | \$ 31,154 |

Line Item Narrative

Other Supplies - Pre-Mix Asphalt: Asphalt patch material is used annually to repair potholes and deteriorated pavement along streets, roads and sidewalks, and to restore pavement following restoration activities. Amount reflects a 5% estimated price increase.

Other Supplies - Culvert & Basins: This account funds the cost of supplies maintenance and repair of drainage facilities (i.e., culverts, underdrains, catch basins, inlet structures, etc.). The escalation in cost during the past several years is due to several major factors: increased maintenance required along rural roads that were previously maintained by the State, efforts to reduce flood damage, increased concentration on deteriorated structures in areas to receive new pavement, escalating cost of steel and metallic rust inhibiting coatings, fewer companies with casting capabilities. To increase system capacity, movement toward installing precast catch basins, replacement of grates and frames with bicycle friendly ones and a change in State law requiring municipalities to maintain driveway culverts. YTD amount is low because ordering of pipe occurs in Spring. Indications from vendors are no increase in metal prices, and a 5% increase in poly and concrete prices. This budget reflects those increases.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Bridge/Fence | Total | 500 | 500 | 500 |
| Other Sup - Loam/Seed | Total | 10,000 | 9,999 | 9,999 |

Estimated Detail of Other Sup - Bridge/Fence

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Other Sup - Bridge/Fence | | |
| Mail box repair, Lumber, Materials, Fence Repair, etc. | \$ 500 | \$ 500 |
| Used Terminal Guardrail Ends | | \$ - |
| Snow Fence Materials | | \$ - |
| | \$ 500 | \$ 500 |

Estimated Detail of Other Sup - Loam/Seed

Actual expenses may vary according to changing circumstances

| | Quantity | Cost | Dept. Request | Manager Proposed |
|--------------------------------------|----------|-----------|------------------|---------------------|
| Other Sup - Loam/Seed | | | | |
| Conservation Mix | 25 | \$ 80.58 | \$ 2,015 | \$ 2,015 |
| Construction Fabric | 4 | \$ 457.00 | \$ 1,828 | \$ 1,828 |
| Excelsior | 25 | \$ 35.00 | \$ 875 | \$ 875 |
| Fertilizer | 24 | \$ 8.65 | \$ 208 | \$ 208 |
| Hay Bales | 500 | \$ 3.50 | \$ 1,750 | \$ 1,750 |
| Lime | 20 | \$ 1.25 | \$ 25 | \$ 25 |
| Loam | 28 | \$ 15.00 | \$ 420 | \$ 420 |
| Non Woven Construction Fabric (140N) | 2 | \$ 400.00 | \$ 800 | \$ 800 |
| Park Athletic Mix | 10 | \$ 109.00 | \$ 1,090 | \$ 1,090 |
| Siltation Control Fence | 20 | \$ 20.00 | \$ 400 | \$ 400 |
| Sludge Compost | 100 | \$ 3.00 | \$ 300 | \$ 300 |
| Staples (Box) | 4 | \$ 72.31 | \$ 289 | \$ 289 |
| | | | \$ 9,999 | \$ 9,999 |

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Calcium Chloride | Total | 45,705 | 45,705 | 45,705 |
| Other Sup - Road Salt | Total | 237,377 | 234,629 | 234,629 |

Estimated Detail of Other Sup - Calcium Chloride

Actual expenses may vary according to changing circumstances

| Other Sup - Calcium Chloride | Storms | Gallons / Storm | Gallons / Season | Cost | Dept. Request | Manager Proposed |
|--|--------|--------------------|---------------------|----------|------------------|---------------------|
| Liquid Calcium | | | | | | |
| Winter Use (Pre-wet Rock Salt) | 17 | 1,336 | 32,064 | \$ 1.25 | \$ 40,080 | \$ 40,080 |
| Summer Use (Dust Control-Gravel Roads) | | | 4,500 | \$ 1.25 | \$ 5,625 | \$ 5,625 |
| Flake Calcium(thawing drainage structures) | | | 0 | \$ 12.72 | \$ - | \$ - |
| | | | | | \$ 45,705 | \$ 45,705 |

Estimated Detail of Other Sup - Road Salt

Actual expenses may vary according to changing circumstances

| Other Sup - Road Salt | FY12 | FY13 | FY14 | FY15 | Dept. Request | Manager Proposed |
|---------------------------|----------|----------|----------|----------|-------------------|---------------------|
| Price Per Ton (225/storm) | \$ 61.53 | \$ 58.83 | \$ 50.77 | \$ 55.85 | \$ 234,629 | \$ 234,629 |
| | | | | | \$ 234,629 | \$ 234,629 |

Line Item Narrative

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.

Projecting that we will use 2850 tons of salt which means we'll use 8 gallons per ton of calcium bringing the projection to 28500.

Other Supplies - Road Salt: Road salt is the most commonly used chemical for snow melting and de-icing pavements. Greater amounts of salt are used on collector and arterial roads, on hills and at intersections in an effort to remove snow and ice and to increase travel safety. Per contract we must purchase 75%(2850 tons) of predicted amounts to retain contract pricing. As recommended by vendors, this request is 5% more than the unit price during the previous year.

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|-------------------------------------|--------------|---------------|------------------|
| Other Sup - Safety Equipment | Total | 17,177 | 17,177 |

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 Proposed |
|---|-----------|-----------|------------------|------------------|
| Chaps (tree crew) | 6 | \$ 70.00 | \$ 420 | \$ 420 |
| Ear Plugs and Protectors | 100 Count | \$ 85.00 | \$ 850 | \$ 850 |
| Fire Extinguishers | Small | \$ 45.00 | \$ 450 | \$ 450 |
| Fire Extinguishers | Large | \$ 72.00 | \$ 360 | \$ 360 |
| First Aid Kit Supplies | 20 | \$ 7.25 | \$ 145 | \$ 145 |
| Fluorescent Vests - type II | 100 | \$ 15.00 | \$ 1,500 | \$ 1,500 |
| Fluorescent Vests XX-LG | 20 | \$ 22.00 | \$ 440 | \$ 440 |
| Forestry Helmets | 6 | \$ 54.00 | \$ 324 | \$ 324 |
| Four Element Gas Detector, Confined Space Entry | 3 | \$ 200.00 | \$ 600 | \$ 600 |
| Goggles & Face Shields | 50 | \$ 5.95 | \$ 298 | \$ 298 |
| Hard Hat Liners | 25 | \$ 9.30 | \$ 233 | \$ 233 |
| Hard Hats (with ratchet) | 40 | \$ 15.00 | \$ 600 | \$ 600 |
| Insect Repellent - per dozen | 6 | \$ 77.00 | \$ 462 | \$ 462 |
| Lanyard | 2 | \$ 80.00 | \$ 160 | \$ 160 |
| Lifting Straps | 4 | \$ 30.00 | \$ 120 | \$ 120 |
| Lock out tag out | | \$ 500.00 | \$ 500 | \$ 500 |
| Miscellaneous Supplies and Safety Equipment | | \$ 600.00 | \$ 1,200 | \$ 1,200 |
| Safety Glasses | Clear | \$ 27.00 | \$ 108 | \$ 108 |
| Safety Glasses | Tinted | \$ 32.00 | \$ 128 | \$ 128 |
| Safety Lines | 1 | \$ 150.00 | \$ 150 | \$ 150 |
| Safety Masks | 10 | \$ 13.00 | \$ 130 | \$ 130 |
| Traffic Cones | 28" | \$ 16.00 | \$ 8,000 | \$ 8,000 |
| | | | \$ 17,177 | \$ 17,177 |

Line Item Narrative

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

Request reduced due to moving hearing tests to safety compliance account.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Small Tools | Total | 20,820 | 20,820 | 20,820 |

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

| | Quantity | Unit Cost | Dept. Request | Manager Proposed |
|-------------------------------|----------|-----------|------------------|---------------------|
| Other Sup - Small Tools | | | | |
| Fleet Mechanic Specialty tool | | | \$ 6,000 | \$ 6,000 |
| Replacement Tools | | | \$ 5,800 | \$ 5,800 |
| | | | \$ 11,800 | \$ 11,800 |
| Engineering | | | | |
| Small Hand Tools | | | \$ 500 | \$ 500 |
| | | | \$ 500 | \$ 500 |
| Parks | | | | \$ - |
| Back Pack Leaf Blowers | 2 | 410 | \$ 820 | \$ 820 |
| Force Leaf Blower | 1 | 1600 | \$ 1,600 | \$ 1,600 |
| Leaf Vacuum | 1 | 4800 | \$ 4,800 | \$ 4,800 |
| 928 Snow Blower | 1 | 1300 | \$ 1,300 | \$ 1,300 |
| | | | \$ 8,520 | \$ 8,520 |
| TOTAL | | | \$ 20,820 | \$ 20,820 |

Line Item Narrative

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| Other Sup - Gravel | Total | 75,773 | 78,466 | 78,466 |
| Other Sup - MV Repair | Total | 122,198 | 121,198 | 121,198 |

Estimated Detail of Other Sup - Gravel

Actual expenses may vary according to changing circumstances

| Other Sup - Gravel | Quantity | C/Y | Quantity Tons | Cost | Dept. Request | Manager Proposed |
|----------------------|----------|-----|---------------|----------|------------------|---------------------|
| 1 1/2" road gravel | 800 | | | \$ 11.61 | \$ 9,288 | \$ 9,288 |
| 3/4" crushed gravel | 600 | | | \$ 11.80 | \$ 7,080 | \$ 7,080 |
| 4" road gravel | 1,000 | | | \$ 11.32 | \$ 11,320 | \$ 11,320 |
| Crushed Ledge Riprap | | | 250 | \$ 18.78 | \$ 4,695 | \$ 4,695 |
| Crushed Stone | | | 100 | \$ 19.89 | \$ 1,989 | \$ 1,989 |
| PMRAP | 4,500 | | | \$ - | \$ - | \$ - |
| Winter Sand | 7,500 | | | \$ 5.52 | \$ 41,400 | \$ 41,400 |
| Erosion Control Mix | 200 | | | \$ 13.47 | \$ 2,694 | \$ 2,694 |
| | | | | | \$ 78,466 | \$ 78,466 |

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 Proposed |
|--|------------------|------------------|-------------------|---------------------|
| Brake Systems | \$ 4,785 | \$ 15,964 | \$ 20,749 | \$ 20,749 |
| Charging Systems (Batteries, belts, starters, alternators) | \$ 1,634 | \$ 5,793 | \$ 7,427 | \$ 7,427 |
| Cooling Systems | \$ 2,217 | \$ 7,861 | \$ 10,078 | \$ 10,078 |
| Electrical | \$ 1,400 | \$ 4,965 | \$ 6,365 | \$ 6,365 |
| Engines | \$ 3,034 | \$ 15,758 | \$ 18,792 | \$ 18,792 |
| Exhaust Systems | \$ 1,050 | \$ 3,724 | \$ 4,774 | \$ 4,774 |
| Lights/Mirrors/Wipers | \$ 1,004 | \$ 3,558 | \$ 4,562 | \$ 4,562 |
| Preventative Maintenance | \$ 3,402 | \$ 12,061 | \$ 15,463 | \$ 15,463 |
| Suspension Systems | \$ 2,334 | \$ 8,275 | \$ 10,609 | \$ 10,609 |
| Transmissions | \$ 2,987 | \$ 10,592 | \$ 13,579 | \$ 13,579 |
| Engineering Vehicle Repairs | \$ 1,000 | \$ - | \$ 1,000 | \$ 1,000 |
| Parks Vehicle Repairs | \$ 7,800 | \$ - | \$ 7,800 | \$ 7,800 |
| | \$ 32,647 | \$ 88,551 | \$ 121,198 | \$ 121,198 |

Line Item Narrative

Other Supplies--Gravel: This account includes winter sand, gravel, crushed ledge and stone rip-rap. Where possible the department uses recyclable asphalt pavement (RAP) is being funded through a material swap with a contractor

Other Supplies - Motor Vehicle Repair: This account funds the cost of materials and parts used in the repair of motor vehicles such as cars, pick-up trucks, dump trucks, forklift trucks and is performed by our fleet mechanics. More engine repairs are being done in house versus sending to outside vendors. Showing a \$8,000 increase in this account, but a \$10,000 reduction in PS Equip repair.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Other Sup - Equip Repairs | Total | 70,340 | 69,440 | 69,440 |
| MV Sup - Tires/Tube/Chain | Total | 66,750 | 66,250 | 66,250 |

Estimated Detail of Other Sup - Equip Repairs

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--|------------------|---------------------|
| Other Sup - Equip Repairs | | |
| Brake Systems | \$ 7,874 | \$ 7,874 |
| Charging Systems (Batteries, belts, starters, alternators) | \$ 8,196 | \$ 8,196 |
| Cooling Systems | \$ 7,320 | \$ 7,320 |
| Electrical | \$ 1,639 | \$ 1,639 |
| Engines | \$ 4,170 | \$ 4,170 |
| Exhaust Systems | \$ 819 | \$ 819 |
| Lights/Mirrors/Wipers | \$ 1,103 | \$ 1,103 |
| Preventative Maintenance | \$ 8,834 | \$ 8,834 |
| Sweeping Consumables | \$ 11,000 | \$ 11,000 |
| Suspension Systems | \$ 9,888 | \$ 9,888 |
| Transmissions | \$ 4,097 | \$ 4,097 |
| Parks Equipment Repairs | \$ 4,500 | \$ 4,500 |
| | \$ 69,440 | \$ 69,440 |

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------------|------------------|---------------------|
| MV Sup - Tires/Tube/Chain | | |
| Tires | \$ 55,250 | \$ 55,250 |
| Chains | \$ 11,000 | \$ 11,000 |
| | \$ 66,250 | \$ 66,250 |

Line Item Narrative

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

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

Motor Vehicle Supplies - Tires, Tubes, & Chain: The Department has more than 324 tires mounted on vehicles at any one time. Although most of these are truck tires which can be replaced at a cost of \$145 to \$295 each, some of the common heavy equipment tires run \$350 to \$500, road grader tires at \$950 with the largest loader tires costing \$1,350 each. The onset of winter conditions escalates usage and is followed by motor vehicle inspections, which necessitates tire



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------------|-------|--------------|------------------|---------------------|
| MV Sup - Gas & Oil | Total | 323,973 | 304,833 | 289,833 |
| MV Sup - Plow/Grader Blades | Total | 36,684 | 36,632 | 36,632 |

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

| | Gallons | Cost / Unit | Dept. Request | Manager Proposed |
|---------------------------------------|---------|-------------|-------------------|---------------------|
| MV Sup - Gas & Oil | | | | |
| Diesel | 76,000 | \$ 3.00 | \$ 228,000 | \$ 218,000 |
| Diesel Delivery Charge | 76,000 | \$ 0.010 | \$ 760 | \$ 760 |
| Fuel Additives | | | \$ 1,910 | \$ 1,910 |
| Grease, Oil and Lubricants | | | \$ 26,870 | \$ 26,870 |
| Propane For Patch Machine & Forklifts | | | \$ 2,000 | \$ 2,000 |
| Unleaded Gasoline | 16,470 | \$ 2.75 | \$ 45,293 | \$ 40,293 |
| | | | \$ 304,833 | \$ 289,833 |

Estimated Detail of MV Sup - Plow/Grader Blades

Actual expenses may vary according to changing circumstances

| | Quantity | Cost | Dept. Request | Manager Proposed |
|------------------------------------|----------|----------|------------------|---------------------|
| MV Sup - Plow/Grader Blades | | | | |
| 2 Graders | 6 | \$ 637 | \$ 3,822 | \$ 3,822 |
| 8 Bucket Loaders | 8 | \$ 582 | \$ 4,656 | \$ 4,656 |
| Plow Bolts | | | \$ 1,379 | \$ 1,379 |
| Replacement of blades on 21 trucks | 21 | \$ 1,275 | \$ 26,775 | \$ 26,775 |
| | | | \$ 36,632 | \$ 36,632 |

Line Item Narrative

Motor Vehicle Supplies - Gas & Oil: This account funds the purchase of motor vehicle gas and oil, and expenditures for heating fuel. The Department relies heavily on mechanized equipment which is energy intensive (i.e., grease, oil, diesel, gas). The consumption of diesel fuel is quite variable and increases with the amount of snow which must be plowed. The reduction in this account is due to splitting out the heating oil and diesel to get better accounting of usage. Combined gasoline amounts from PW, Parks and Engineering.

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| MV Sup - Other | Total | 38,200 | 38,200 | 38,200 |
| Utilities - Water/Sewer | Total | 22,782 | 8,035 | 8,035 |

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------------|------------------|---------------------|
| MV Sup - Other | | |
| Batteries | \$ 6,100 | \$ 6,100 |
| Filters | \$ 13,200 | \$ 13,200 |
| Belts & Hoses | \$ 1,850 | \$ 1,850 |
| Tune up Supplies | \$ 1,750 | \$ 1,750 |
| Lights, Bulbs, Electrical | \$ 6,900 | \$ 6,900 |
| Wipers, Mats, Misc. | \$ 4,500 | \$ 4,500 |
| Fluids, Lubricants, Etc. | \$ 3,900 | \$ 3,900 |
| | \$ 38,200 | \$ 38,200 |

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

| | Per Period | Periods | Total | Increase | Dept. Request | Manager Proposed |
|-------------------------|------------|---------|------------------------------|-----------------|------------------|---------------------|
| Utilities - Water/Sewer | | | | | | |
| Hydrant Meter | \$ 235 | 1 | \$ 235 | 15.0% | \$ 270 | \$ 270 |
| Sewer | \$ 166 | 12 | \$ 1,993 | 15.0% | \$ 2,292 | \$ 2,292 |
| Sprinkler | \$ 129 | 12 | \$ 1,544 | 15.0% | \$ 1,776 | \$ 1,776 |
| Water | \$ 68 | 12 | \$ 818 | 15.0% | \$ 941 | \$ 941 |
| | | | | | \$ 5,279 | \$ 5,279 |
| | | | | | | |
| | | | Water & Sewer | Increase | | |
| Parks | | | | | | |
| Oak Hill Cemetery | | | \$ 433 | 15.0% | \$ 498 | \$ 498 |
| Parks Garage | | | \$ 1,964 | 15.0% | \$ 2,259 | \$ 2,259 |
| | | | | | \$ 2,757 | \$ 2,757 |
| | | | | | \$ 8,035 | \$ 8,035 |

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------|-------|--------------|------------------|---------------------|
| Comm - Telephone | Total | 7,740 | 7,740 | 7,740 |
| Utilities - Electricity | Total | 45,488 | 42,761 | 42,761 |

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

| Comm - Telephone | Quantity | Cost/Month | Dept. Request | Manager Proposed |
|-----------------------|----------|------------|------------------|---------------------|
| Public Works | | | | |
| Cell Phones and usage | 7 | \$ 60 | \$ 5,040 | \$ 5,040 |
| Long Distance Service | | \$ 25 | \$ 300 | \$ 300 |
| | | | \$ 5,340 | \$ 5,340 |
| Engineering | | | | |
| Cell Phones and usage | 4 | \$ 50 | \$ 2,400 | \$ 2,400 |
| | | | \$ 7,740 | \$ 7,740 |

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

| Utilities - Electricity | Dept. Request | Manager Proposed |
|-------------------------|------------------|---------------------|
| Public Works Facilities | \$ 39,708 | \$ 39,708 |
| Parks Garage | \$ 3,053 | \$ 3,053 |
| | \$ 42,761 | \$ 42,761 |

Line Item Narrative

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

Per City Electrician in FY12 adjustments were made citywide to lower our electricity costs. FY11 was \$45,000; FY12 went to 38,556. Estimated 25% increase on electricity prices.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|--------------------------|-------|--------------|------------------|---------------------|
| Utilities - Heating Fuel | Total | 35,247 | 43,385 | 43,385 |
| Repairs - Buildings | Total | 19,900 | 18,500 | 18,500 |

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

| | Units | Cost/Unit | Dept. Request | Manager Proposed |
|--------------------------|--------|-----------|------------------|---------------------|
| Utilities - Heating Fuel | | | | |
| Natural Gas - PW Garage | 26,790 | \$ 1.55 | \$ 41,525 | \$ 41,525 |
| Natural Gas-Parks Garage | 1,200 | \$ 1.55 | \$ 1,860 | \$ 1,860 |
| | | | \$ 43,385 | \$ 43,385 |

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Heating Fuel: Natural Gas increase reflects a projected 15% increase natural gas prices.

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

P&R repairs to buildings, i.e. broken windows, broken doors, vandalism repairs, restroom repairs, door locks tile repair. etc.



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------|-------|--------------|------------------|---------------------|
| Repairs - Vehicles | Total | 29,500 | 29,500 | 29,500 |
| Repairs - Equipment | Total | 19,260 | 19,260 | 19,260 |

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|---------------------------|-------|--------------|------------------|---------------------|
| Repairs - Radio Equipment | Total | 2,200 | 2,500 | 2,500 |

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

| Repairs - Radio Equipment See Below. | Dept. Request | Manager Proposed |
|---|------------------|---------------------|
| | \$ 2,500 | \$ 2,500 |
| | \$ 2,500 | \$ 2,500 |

Line Item Narrative

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------------|--------------|---------------|------------------|---------------------|
| Training & Tuition | Total | 16,065 | 16,065 | 16,065 |

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|----------------------|-------|--------------|------------------|---------------------|
| Comm - Postage | Total | 400 | 400 | 400 |
| Travel-Mileage | Total | 500 | 500 | 500 |
| Travel-Seminar Costs | Total | 675 | 500 | 500 |

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------|------------------|---------------------|
| Comm - Postage | | |
| Public Works | \$ 400 | \$ 400 |
| | \$ 400 | \$ 400 |

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|------------------|---------------------|
| Travel-Mileage | | |
| Public Works & Parks | \$ 350 | \$ 350 |
| Engineering | \$ 150 | \$ 150 |
| | \$ 500 | \$ 500 |

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|----------------------|------------------|---------------------|
| Travel-Seminar Costs | | |
| Public Services | \$ 500 | \$ 500 |
| | \$ 500 | \$ 500 |

Line Item Narrative

Communication - Postage: This account is for postage and stamps. Increase is due to the possibility of an increase in postage come January 2014.

Travel-Mileage: Account used for compensating employees for use of their personal vehicles.

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|----------------------|--------------|---------------|------------------|
| Dues & Subscriptions | 5,884 | 5,934 | 5,934 |
| Total | 5,884 | 5,934 | 5,934 |

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------|-------|--------------|------------------|---------------------|
| Leachate Hauling | Total | 56,494 | 69,994 | 69,994 |
| Guardrail Replacement | Total | 10,000 | 10,000 | 10,000 |
| Crack Sealing | Total | 20,000 | 20,000 | 10,000 |

Estimated Detail of Leachate Hauling

Actual expenses may vary according to changing circumstances

| | Quantity | Cost | Dept. Request | Manager Proposed |
|-------------------------------------|-----------|------------|------------------|---------------------|
| Leachate Hauling | | | | |
| Hauling Fee | 3,000,000 | \$0.013167 | \$ 39,501 | \$ 39,501 |
| Weighing Fee | 820 | \$10.50 | \$ 8,610 | \$ 8,610 |
| Disposal per 100 CF | 4,011 | \$2.09 | \$ 8,383 | \$ 8,383 |
| Leachate Collection System Cleaning | | | \$ 13,500 | \$ 13,500 |
| | | | \$ 69,994 | \$ 69,994 |

Estimated Detail of Guardrail Replacement

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-----------------------|------------------|---------------------|
| Guardrail Replacement | \$ 10,000 | \$ 10,000 |
| | \$ 10,000 | \$ 10,000 |

Estimated Detail of Crack Sealing

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------|------------------|---------------------|
| Crack Sealing | \$ 20,000 | \$ 10,000 |
| | \$ 20,000 | \$ 10,000 |

Line Item Narrative

Leachate Hauling: This account funds a state mandated cost to haul leachate from the ash landfill located near Exit 75 to a disposal location on Goldwaith Road. Other expenses result from the fee for weighing loads on the MMWAC scale, and from fees for disposal into the Auburn Sewerage District manhole.

****Previous years budget #'s based upon 2,100,000 gallons pumped. Contract is written and bid upon 3,000,000 gallons pumped.** Disposal per 100CF of Leachate pricing up from \$1.97 to \$2.09. Scale fees were based upon \$5 weighing fee, new weighing fee is \$10.50. Number of loads based upon 6900 gallons per load, actual loads are 3660 each.

Leachate collection system is required per DEP mandate.

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



City of Auburn

Public Services

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-------------------------------|-------|--------------|------------------|---------------------|
| PS - Water Quality Monitoring | Total | 15,000 | 22,000 | 22,000 |
| PS - Recording Fee | Total | 250 | 250 | 250 |

Estimated Detail of PS - Water Quality Monitoring

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|-------------------------------|------------------|---------------------|
| PS - Water Quality Monitoring | | |
| Water Quality Monitoring | \$ 22,000 | \$ 22,000 |
| | \$ 22,000 | \$ 22,000 |

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|--------------------|------------------|---------------------|
| PS - Recording Fee | | |
| | \$ 250 | \$ 250 |
| | \$ 250 | \$ 250 |

Line Item Narrative

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

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|--------------|
| <i>Solid Waste</i> | | | | | | | |
| Solid Waste Disposal | 213,784 | 391,780 | 257,195 | 486,230 | 486,230 | 94,450 | 24% |
| Solid Waste Collection | 437,061 | 430,291 | 419,796 | 441,048 | 441,048 | 10,757 | 2% |
| TOTAL | 650,845 | 822,071 | 676,991 | 927,278 | 927,278 | 105,207 | 12.8% |



City of Auburn

Solid Waste

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------------|-------|--------------|------------------|---------------------|
| Solid Waste Disposal | Total | 391,780 | 486,230 | 486,230 |
| Solid Waste Collection | Total | 430,291 | 441,048 | 441,048 |

Estimated Detail of Solid Waste Disposal

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Solid Waste Collection

Actual expenses may vary according to changing circumstances

| | FY 15 | Dept. Request | Manager Proposed |
|------------------------|---------|-------------------|---------------------|
| Solid Waste Collection | | | |
| Private Contract | 430,291 | \$ 441,048 | \$ 441,048 |
| | | \$ 441,048 | \$ 441,048 |

Line Item Narrative

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

**Our current Member MSW tip fee is \$29/ton for FY15 which ends 6/30/15. The MMWAC Board of Director's adopted a resolution January 2014 to set a goal for the FY16 Budget of a Member MSW tip fee that would not exceed \$41/ton. The FY16 Budget will not be adopted until the spring, so until that happens we will not know the actual tip fee.

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|---------------------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| <i>Water & Sewer</i> | | | | | | | |
| Catch Basin Maintenance Fee | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 0 | 0% |
| Public Fire Protection Fee | 563,719 | 586,513 | 586,513 | 586,513 | 586,513 | 0 | 0% |
| TOTAL | 576,219 | 599,013 | 599,013 | 599,013 | 599,013 | - | 0.0% |



City of Auburn

Water & Sewer

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|-----------------------------|-------|--------------|------------------|---------------------|
| Catch Basin Maintenance Fee | Total | 12,500 | 12,500 | 12,500 |
| Public Fire Protection Fee | Total | 586,513 | 586,513 | 586,513 |

Estimated Detail of Catch Basin Maintenance Fee

Actual expenses may vary according to changing circumstances

| | Dept. Request | Manager Proposed |
|---------------------------------------|------------------|---------------------|
| 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 Proposed |
|---------------------------------------|-------------------|---------------------|
| Public Fire Protection Fee | | |
| Paid to Auburn Water & Sewer District | \$ 586,513 | \$ 586,513 |
| | \$ 586,513 | \$ 586,513 |

Line Item Narrative

Catch Basin Maintenance Fee: The City's catch basins drain into the sanitary sewer. As we continue our stormwater separation projects, this fee should decrease. There are about 400 catch basins that are still connected.

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



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|-------------------|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|-------------|
| County Tax | | | | | | | |
| County Tax | 2,029,512 | 2,046,880 | 2,046,880 | 2,142,268 | 2,142,268 | 95,388 | 5% |
| TOTAL | 2,029,512 | 2,046,880 | 2,046,880 | 2,142,268 | 2,142,268 | 95,388 | 4.7% |



City of Auburn

Master List

Fiscal Year 2016
Proposed 3.23.2015

| Account Title | FY 2014 Actual | FY 2015 Approved | FY 2015 Projected | FY 2016 Dept. Request | FY 2016 Manager Proposed | Increase/ Decrease | % |
|--|-------------------|---------------------|----------------------|-----------------------------|--------------------------------|-----------------------|----------------|
| <i>Tax Sharing</i> | | | | | | | |
| Tax Sharing | 256,525 | 270,000 | 269,000 | 270,000 | 270,000 | 0 | 0% |
| TOTAL | 256,525 | 270,000 | 269,000 | 270,000 | 270,000 | - | 0.0% |
| <i>Auburn-Lewiston Airport</i> | | | | | | | |
| Aub-Lew Airport | 105,000 | 105,000 | 105,000 | 182,000 | 105,000 | 0 | 0% |
| TOTAL | 105,000 | 105,000 | 105,000 | 182,000 | 105,000 | - | 0.0% |
| <i>LA Growth Council</i> | | | | | | | |
| LAEGC | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| TOTAL | - | 0 | - | - | - | - | 0.0% |
| <i>LA Transit Authority</i> | | | | | | | |
| Lew-Aub Transit | 235,496 | 211,377 | 211,377 | 209,244 | 209,244 | (2,133) | -1% |
| Auburn Only Transportation | 0 | 23,996 | 0 | - | - | (23,996) | -100% |
| TOTAL | 235,496 | 235,373 | 211,377 | 209,244 | 209,244 | (26,129) | -11.1% |
| <i>LA 911</i> | | | | | | | |
| Lew-Aub 911 | 1,030,802 | 1,049,386 | 1,049,386 | 1,096,350 | 1,069,122 | 19,736 | 2% |
| LA 911-Recorder | - | 14,113 | | | | (14,113) | |
| LA 911-Reverse 911 | 0 | 3,750 | | | | (3,750) | -100% |
| TOTAL | 1,030,802 | 1,067,249 | 1,049,386 | 1,096,350 | 1,069,122 | 1,873 | 0.2% |
| <i>Community Little Theater</i> | | | | | | | |
| Community Little Theater | 0 | 0 | | 0 | 0 | 0 | 0% |
| TOTAL | - | 0 | - | - | - | - | 0.0% |
| <i>Arts and Culture-Auburn</i> | | | | | | | |
| Arts & Culture Auburn | 0 | 17,000 | 8,000 | 0 | 0 | (17,000) | -100% |
| TOTAL | - | 17,000 | 8,000 | - | - | (17,000) | -100.0% |
| TOTAL | 1,627,823 | 1,694,622 | 1,642,763 | 1,757,594 | 1,653,366 | (41,256) | -2.4% |



City of Auburn

Intergovernmental

Fiscal Year 2016
Proposed 3.30.2015

| Line Items | Last Year | Dept. Request | Manager Proposed |
|-------------------|--------------|---------------------|----------------------------|
| All Groups | Total | \$ 1,694,622 | 1,757,594 1,653,366 |

Estimated Detail of All Groups

Actual expenses may vary according to changing circumstances

| | <i>Last Year</i> | Dept. Request | Manager Proposed |
|--|---------------------|---------------------|---------------------|
| All Intergovernmental Groups | | | |
| Aub-Lew Airport | \$ 105,000 | \$ 182,000 | \$ 105,000 |
| Community Little Theater | \$ - | \$ - | |
| Arts & Culture Auburn | \$ 17,000 | | |
| LAEGC (see Economic Development) | | \$ - | |
| Lew-Aub 911 | \$ 1,067,249 | \$ 1,096,350 | \$ 1,069,122 |
| Lew-Aub Transit | \$ 211,377 | \$ 209,244 | \$ 209,244 |
| Auburn Only Transportation | \$ 23,996 | \$ - | |
| Tax Sharing (See Following Page For Breakdown) | \$ 270,000 | \$ 270,000 | \$ 270,000 |
| | <u>\$ 1,694,622</u> | <u>\$ 1,757,594</u> | <u>\$ 1,653,366</u> |

Line Item Narrative

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

LATC: Last year LATC introduced Saturday service and this year's proposal includes continuing that service.



City of Auburn

Intergovernmental

Fiscal Year 2016
Proposed 3.30.2015

| <u>Line Items</u> | | <u>Last Year</u> | <u>Dept. Request</u> | <u>Manager Proposed</u> |
|-------------------|-------|----------------------|--------------------------|-----------------------------|
| Tax Sharing | Total | 269,000 | 270,000 | - |

Estimated Detail of Tax Sharing

Actual expenses may vary according to changing circumstances

Tax Sharing \$ 270,000

Line Item Narrative



City of Auburn NSB Arena

Fiscal Year 2016
Proposed 3.23.2015

Projected Revenues and Expenses for FY16

Actual expenses may vary according to changing circumstances

Norway Savings Bank Arena

| | Last Year | Dept. Request | Manager Proposed |
|-----------------------|------------------|---------------------|---------------------|
| Total Revenues | \$ 1,221,935 | \$ 997,000 | \$ 997,000 |
| Total Expenses | \$ 1,208,500 | \$ 1,188,850 | \$ 1,188,850 |
| Profit (Loss) | \$ 13,435 | \$ (191,850) | \$ (191,850) |

NSB Arena Revenue Summary

Revenues

Ice Rental Revenue

| | Last Year | Dept. Request | Manager Proposed |
|----------------------------|---------------------|-------------------|-------------------|
| Gladiators | | \$ 250,000 | \$ 250,000 |
| Edward Little | | \$ 22,000 | \$ 22,000 |
| Red Hornets | | \$ 19,500 | \$ 19,500 |
| Leavitt | | \$ 14,000 | \$ 14,000 |
| St Doms (Boys & Girls) | | \$ 38,000 | \$ 38,000 |
| Poland/Gray New Gloucester | | \$ 18,000 | \$ 18,000 |
| SMMHL | | \$ 12,000 | \$ 12,000 |
| Adult Leagues | | \$ 90,000 | \$ 90,000 |
| Camps/Clinics | | \$ 50,000 | \$ 50,000 |
| Tournaments | | \$ 50,000 | \$ 50,000 |
| Private Rentals | | \$ 85,000 | \$ 85,000 |
| Public Skate | | \$ 30,000 | \$ 30,000 |
| Shinny Hockey Programs | | \$ 30,000 | \$ 30,000 |
| Concession | | \$ 30,000 | \$ 30,000 |
| Pro Shop | | \$ 8,500 | \$ 8,500 |
| Sponsorships | | \$ 230,000 | \$ 230,000 |
| | \$ 1,221,935 | \$ 997,000 | \$ 997,000 |

Line Item Narrative

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



City of Auburn NSB Arena

Fiscal Year 2016
Proposed 3.23.2015

| Line Items | | Last Year | Dept. Request | Manager Proposed |
|------------------|--------------|------------------|------------------|---------------------|
| NSB Arena | Total | 1,208,500 | 1,188,850 | 1,188,850 |

| Ingersoll Arena Expense Summary | | Dept. Request | Manager Proposed |
|-------------------------------------|--|---------------------|---------------------|
| <u>Expenses</u> | | | |
| Regular Salaries (including fringe) | | \$ 260,000 | \$ 260,000 |
| Part-time Salaries | | \$ 40,000 | \$ 40,000 |
| Insurance | | \$ 28,500 | \$ 28,500 |
| Lease | | \$ 507,000 | \$ 507,000 |
| Advertising | | \$ 15,000 | \$ 15,000 |
| Utilities | | \$ 200,200 | \$ 200,200 |
| Repairs | | \$ 43,000 | \$ 43,000 |
| Supplies | | \$ 17,500 | \$ 17,500 |
| Training & Tuition | | \$ 1,000 | \$ 1,000 |
| Subscriptions & Dues | | \$ 2,000 | \$ 2,000 |
| Professional Services | | \$ 6,650 | \$ 6,650 |
| Programs | | \$ 11,000 | \$ 11,000 |
| Capital Improvements | | \$ 57,000 | \$ 57,000 |
| | | \$ 1,188,850 | \$ 1,188,850 |



City of Auburn Ingersoll Turf

Fiscal Year 2016
Proposed 3.23.2015

Projected Revenues and Expenses for FY16

Actual expenses may vary according to changing circumstances

Ingersoll Turf Facility

| | Last Year | Dept. Request | Council Adopted |
|-----------------------|-----------|---------------|-----------------|
| Total Revenues | \$ - | \$ 214,940 | \$ 214,940 |
| Total Expenses | \$ - | \$ 178,639 | \$ 178,639 |
| Profit (Loss) | \$ - | \$ 36,301 | \$ 36,301 |

Ingersoll Turf Facility Revenue Summary

Revenues

| | Last Year | Dept. Request | Council Adopted |
|---------------|-----------|---------------|-----------------|
| Sponsorships | | \$ 15,000 | \$ 15,000 |
| Programs | | \$ 8,640 | \$ 8,640 |
| Rental Income | | \$ 191,300 | \$ 191,300 |
| | \$ - | \$ 214,940 | \$ 214,940 |

Ingersoll Turf Facility Expense Summary

Expenses

| | Dept. Request | Council Adopted |
|-------------------------------------|---------------|-----------------|
| Regular Salaries (including fringe) | \$ 84,719 | \$ 84,719 |
| Part-time Salaries | \$ 18,000 | \$ 18,000 |
| Insurance | \$ 4,600 | \$ 4,600 |
| Office Supplies | \$ 1,000 | \$ 1,000 |
| Advertising | \$ 3,000 | \$ 3,000 |
| Utilities | \$ 44,320 | \$ 44,320 |
| Repairs | \$ 16,050 | \$ 16,050 |
| Supplies | \$ 5,000 | \$ 5,000 |
| Travel-Mileage Reimbursement | \$ 200 | \$ 200 |
| Subscriptions & Dues | \$ 500 | \$ 500 |
| Professional Services | \$ 1,000 | \$ 1,000 |
| Postage | \$ 250 | \$ 250 |
| | \$ 178,639 | \$ 178,639 |

Line Item Narrative

Projected Revenues and Expenses:



City of Auburn Parking

Fiscal Year 2016
Proposed 3.23.2015

Projected Revenues and Expenses for FY16

Actual expenses may vary according to changing circumstances

Parking Program

| | <i>FY 13</i> | <i>FY 14</i> | <i>FY 15 Projected</i> | Dept. Request | Council Adopted |
|-------------------------------|--------------|--------------|----------------------------|--------------------------|----------------------------|
| Total Revenues | \$ 146,275 | \$ 133,395 | \$ 210,400 | \$ 215,400 | \$ 215,400 |
| Total Expenses | \$ 91,500 | \$ 103,378 | \$ 161,300 | \$ 142,300 | \$ 142,300 |
| Profit (Loss) | \$ 54,775 | \$ 30,017 | \$ 49,100 | \$ 73,100 | \$ 73,100 |
| <u>Revenues</u> | | | | | |
| Permits | \$ 105,880 | \$ 115,000 | \$ 150,000 | \$ 155,000 | \$ 155,000 |
| Grant | \$ - | \$ - | \$ - | \$ - | \$ - |
| Fines | \$ 40,000 | \$ 18,000 | \$ 60,000 | \$ 60,000 | \$ 60,000 |
| Interest | \$ 395 | \$ 395 | \$ 400 | \$ 400 | \$ 400 |
| | \$ 146,275 | \$ 133,395 | \$ 210,400 | \$ 215,400 | \$ 215,400 |
| <u>Expenses</u> | | | | | |
| Enforcement Salary | \$ - | \$ - | \$ 31,200 | \$ 32,136 | \$ 32,136 |
| Clerical Salary | \$ - | \$ - | \$ 16,622 | \$ 16,954 | \$ 16,954 |
| Supplies | \$ - | \$ - | \$ 300 | \$ 300 | \$ 300 |
| Collection Fees | \$ - | \$ - | \$ 960 | \$ 960 | \$ 960 |
| Fuel | \$ - | \$ - | \$ 900 | \$ 900 | \$ 900 |
| Uniforms | \$ - | \$ - | \$ 400 | \$ 400 | \$ 400 |
| Advertising - Parking Lots | \$ 158 | \$ - | \$ 150 | \$ 150 | \$ 150 |
| Professional Service - Lots | \$ 28,112 | \$ 42,779 | \$ 30,000 | \$ 30,000 | \$ 30,000 |
| Professional Service - Garage | \$ 20,185 | \$ 23,093 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Repairs Facilities - Garage | \$ 1,009 | \$ 857 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Other Supplies - Garage | \$ 323 | \$ 3,299 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Other Supplies - Great Falls | \$ - | \$ 3,350 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Telephone - Parking Lots | \$ 463 | \$ - | \$ - | \$ - | \$ - |
| Electricity - Garage | \$ 41,250 | \$ 30,000 | \$ 33,000 | \$ 33,000 | \$ 33,000 |
| Postage | \$ - | \$ - | \$ 150 | \$ 150 | \$ 150 |
| Capital Vehicle | \$ - | \$ - | \$ 19,000 | \$ - | \$ - |
| Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital - Software | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital - Infrastructure | \$ - | \$ - | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| | \$ 91,500 | \$ 103,378 | \$ 161,300 | \$ 142,300 | \$ 142,300 |

Line Item Narrative

Projected Revenues and Expenses: The Mechanics Row Garage is a five level parking structure completed in 2002 that provides 446 parking spaces for visitors, employees of Auburn City Hall and surrounding businesses. The garage was constructed using precast concrete frames and floors. The structure also includes two stair towers and a hydraulic elevator. The police department has reviewed all agreements with surrounding businesses to ensure permit fees are current. The increase in permits is a result of efficiencies and enforcement activities. These permit



City of Auburn TIFs

Fiscal Year 2016
Proposed 3.23.2015

Projected Revenues and Expenses for FY16

Actual expenses may vary according to changing circumstances

Recreation Programs

TIFS

TIF 4-Tambrands 1

Tax Revenue

\$ 391,344

Credit Enhancement Payment

\$ 391,344

TIF 6-Tambrands 2

Tax Revenue

\$ 66,215

Credit Enhancement Payment

\$ 66,215

TIF 8-Gates Form Fiber

Tax Revenue

\$ 29,110

Credit Enhancement Payment

\$ 29,110

TIF 9-Mall Area

Tax Revenue

\$ 356,818

Economic Development in Municipal Budget

\$ 120,000

TIF 10-Downtown

Tax Revenue

\$ 741,911

Debt Service Payment

\$ 398,125

Economic Development in Municipal Budget

\$ 400,000

TIF 12-Industrial Park

Tax Revenue

\$ 141,524

Debt Service Payment

\$ 179,263

TIF 13-Auburn Plaza

Tax Revenue

\$ 319,025

Credit Enhancement Payment

\$ 133,990

Debt Service Payment

\$ 117,262

TIF 14-Auburn Plaza II

Tax Revenue

\$ 497,475

Credit Enhancement Payment

\$ 269,525

Debt Service Payment

\$ 325,000

TIF 16-Webster School

Tax Revenue

\$ 27,455

Credit Enhancement Payment

\$ 27,455

TIF 17-Bedard Medical

Tax Revenue

\$ 29,038

Credit Enhancement Payment

\$ 29,038

TIF 18-Slapshot LLC

Tax Revenue

\$ 158,541

Credit Enhancement Payment

\$ 158,541

\$ 2,758,456 \$ 2,644,868