

CITY OF AUBURN, MAINE

FY 14 - 15

ADOPTED BUDGET

Adopted by City Council

June 16, 2014

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL ADOPTED BUDGET FY 14-15	\$ Change	% Change
City Expenses					
Operating Expenses	23,586,783	25,296,343	25,296,343	1,709,560	7.25%
Debt Service/TIF	8,877,307	8,847,968	8,847,968	(29,339)	-0.33%
Intergovernmental	3,676,418	3,723,639	3,723,639	47,221	1.28%
Total City Expenses	36,140,508	37,885,467	37,867,950	1,727,442	4.78%
School Expenses					
Operating Expenses	34,456,042	35,882,953	35,534,192	1,078,150	3.13%
Debt Service	2,671,986	2,707,131	2,707,131	35,145	1.32%
Total School Expenses	37,128,028	38,590,084	38,241,323	1,113,295	3.00%
Total Expenses	73,268,536	76,475,551	76,109,273	2,840,737	3.88%
Less: Non-Tax Revenues					
City	10,710,337	11,256,313	12,390,584	1,680,247	15.69%
School	21,766,728	22,140,765	22,092,693	325,965	1.50%
Total Non-Tax Revenues	32,477,065	33,397,078	34,483,277	2,006,212	6.18%
Tax Levy					
City	23,419,158	24,582,274	23,430,486	11,328	0.05%
School	15,361,300	16,449,319	16,148,630	787,330	5.13%
County	2,029,513	2,046,880	2,046,880	17,367	0.86%
Overlay	166,917				
Total Tax Levy	40,809,971	43,078,473	41,625,996	816,025	2.00%
Total Assessed Value	2,005,721,383	2,005,721,383	2,005,721,383		
Tax Rate					
City	11.76	12.26	11.68	(0.08)	-0.66%
School	7.66	8.20	8.05	0.39	5.13%
County	1.01	1.02	1.02	0.01	0.86%
Total	20.43	21.48	20.75	0.32	1.58%

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	PROJECTED FY 14-15	DEPARTMENT PROPOSED BUDGET FY 14-15	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL ADOPTED BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>Administration</u>							
Assessing	172,277	173,245	191,970	177,320	177,320	5,043	2.93%
City Clerk	162,045	171,080	194,214	170,243	164,593	2,548	1.57%
City Manager	238,903	237,313	319,505	270,750	280,750	41,847	17.52%
Economic Development	318,933	119,705	385,755	359,500	359,500	40,567	12.72%
Finance	405,976	409,215	418,675	428,315	427,815	21,839	5.38%
Human Resources	139,566	137,778	139,578	139,578	139,578	12	0.01%
ICT	395,350	374,853	422,979	418,329	413,829	18,479	4.67%
Legal Services	100,000	80,000	85,000	65,000	65,000	(35,000)	-35.00%
Mayor & Council	71,079	72,065	78,532	78,532	78,532	7,453	10.49%
Total Administration	2,004,129	1,775,254	2,236,208	2,107,567	2,106,917	102,788	5.13%
<u>Community Services</u>							
Health & Social Services							
Administration	83,557	83,557	86,972	86,972	86,972	3,415	4.09%
Assistance	105,982	161,684	144,381	144,381	105,982	0	0.00%
Planning & Permitting	775,230	795,030	915,544	804,494	804,494	29,264	3.77%
Public Library	927,237	927,237	942,407	941,192	941,192	13,955	1.51%
Total Community Services	1,892,006	1,967,508	2,089,304	1,977,039	1,938,640	46,634	2.46%
<u>Fiscal Services</u>							
Debt Service	6,321,584	6,301,531	6,263,936	6,263,936	6,263,936	(57,648)	-0.91%
Emergency Reserve	375,289	0	375,289	375,289	375,289	0	0.00%
Facilities	715,667	678,552	729,870	698,335	698,335	(17,332)	-2.42%
Transfer to TIF	2,555,723	2,584,032	2,584,032	2,584,032	2,584,032	28,309	1.11%
Fringe Benefits	4,397,585	4,500,000	4,945,117	4,945,117	4,915,117	517,532	11.77%
Workers' Compensation	431,446	415,000	468,081	468,081	468,081	36,635	8.49%
Total Fiscal Services	14,797,294	14,479,115	15,366,325	15,334,790	15,304,790	507,496	3.43%
<u>Public Safety</u>							
Fire	4,024,789	4,113,156	4,300,126	4,120,633	4,047,633	22,844	0.57%
Fire EMS Transport	0	0	0	0	635,468	635,468	0.00%
Police	3,589,583	3,324,191	3,958,119	3,884,183	3,738,108	148,525	4.14%
Total Public Safety	7,614,372	7,437,347	8,258,245	8,004,816	8,421,209	806,837	10.60%
<u>Public Services</u>							
Public Services	5,577,954	5,521,226	5,890,448	5,780,179	5,785,879	207,925	3.73%
Water & Sewer	558,835	558,835	599,013	599,013	599,013	40,178	7.19%
Total Public Works	6,136,789	6,080,061	6,489,461	6,379,192	6,384,892	248,103	4.04%
<u>Capital Improvement Projects</u>							
City Clerk (see Clerk Budget)	18,500		0	0	0	(18,500)	-100.00%
Engineering-Paving			100,000	0	0	0	0.00%

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	PROJECTED FY 14-15	DEPARTMENT PROPOSED BUDGET FY 14-15	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL ADOPTED BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Fire	0		83,000	83,000	10,000	10,000	0.00%
LA 911			17,863	0	17,863	17,863	0.00%
Planning			98,000	98,000	98,000	98,000	0.00%
PW			63,700	63,700	0	0	0.00%
Recreation			20,500	20,500	20,500	20,500	0.00%
Airport			25,000	25,000	0	0	0.00%
Library	19,500	0	45,227	45,227	19,500	0	0.00%
Total CIP	38,000	0	453,290	335,427	165,863	127,863	336.48%
Salary Reductions	0	0	0	0	(178,000)	(178,000)	0.00%
Total Municipal	32,482,590	31,739,285	34,892,833	34,138,831	34,144,311	1,839,721	5.66%
Intergovernmental Programs							
County Taxes	2,029,513	2,006,244	2,046,880	2,046,880	2,046,880	17,367	0.86%
Tax Sharing	270,000	288,593	270,000	270,000	270,000	0	0.00%
Auburn-Lewiston Municipal Airport	105,000	105,000	113,750	113,750	105,000	0	0.00%
Community Little Theater	0	20,160	0	0	0	0	0.00%
LA Arts	0	0	17,064	17,064	17,000	17,000	0.00%
Museum LA	0	0	37,500	0	0	0	0.00%
Low-Aub Economic Growth Council (see EconDev)	0	160,687	0	0	0	0	0.00%
Low-Aug Transit Committee	235,496	235,548	237,021	237,021	211,377	(24,119)	-10.24%
Auburn Only Transportation					23,996		
Low-Aub 911 Communications Center	1,036,409	1,035,381	1,093,533	1,061,921	1,049,386	12,977	1.25%
Total Intergovernmental Programs	3,676,418	3,851,613	3,815,748	3,746,636	3,723,639	47,221	1.28%
Grand Total Municipal	36,159,008	35,590,898	38,708,581	37,885,467	37,867,950	1,708,942	4.73%
Education Operation	34,456,042	33,419,500	36,337,263	35,882,953	35,534,192	1,078,150	3.13%
Education Debt Service	2,671,986	2,483,582	2,707,131	2,707,131	2,707,131	35,145	1.32%
Total School	37,128,028	35,903,082	39,044,394	38,590,084	38,241,323	1,113,295	3.00%
Total Budget	73,287,036	71,493,980	77,752,975	76,475,551	76,109,273	2,822,237	3.85%

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Non-Property Tax Revenue							
Municipal	10,710,337		11,256,313	11,256,313	12,390,584	1,680,247	15.69%
Education	21,766,728		22,140,765	22,140,765	22,092,693	325,965	1.50%
Total	32,477,065		33,397,078	33,397,078	34,483,277	2,006,212	6.18%
Property Tax Dollars Needed							
Municipal	25,448,671		27,452,268	26,629,154	25,477,366	28,695	0.11%
Education	15,361,300		16,903,629	16,449,319	16,148,630	787,330	5.13%
Total	40,809,971		44,355,897	43,078,473	41,625,996	816,025	2.00%
Property Tax Rate Based on Assessed Values of :	20.43 2,005,721,383		22.11 2,005,721,383	21.48 2,005,721,383	20.75 2,005,721,383	0.32	1.58%
Property Tax Rate							
Municipal Tax Rate	12.77		\$13.69	\$13.28	\$12.70	(0.07)	-0.53%
Education Tax Rate	7.66		\$8.43	\$8.20	\$8.05	0.39	5.11%
	20.43		22.11	21.48	20.75	0.32	1.58%

CITY OF AUBURN
 FY 2015 REVENUES
 COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL ADOPTED BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>General Government</u>					
Homestead Exemption Reimbursement	482,575	495,000	495,000	12,425	2.57%
Personal Property Reimbursement	1,230,000	1,350,000	1,350,000	120,000	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	80,000	80,000	-	0.00%
Excise Tax-Vehicles	3,050,000	3,160,000	3,160,000	110,000	3.61%
Excise Tax-Boats	15,000	15,000	15,000	-	0.00%
Excise Tax-Aircraft	3,500	10,000	10,000	6,500	185.71%
State Revenue Sharing	1,649,470	1,649,470	1,649,470	-	0.00%
Other State Aid	4,000	4,000	4,000	-	0.00%
Penalties & Interest	140,000	140,000	145,000	5,000	3.57%
Investment Income	20,000	10,000	10,000	(10,000)	-50.00%
Interest from Bonds	2,000	2,000	2,000	-	0.00%
Transfer in from TIF	500,000	500,000	500,000	-	0.00%
Transfer in from Special Revenue Funds	20,000	310,000	310,000	290,000	1450.00%
Transfer in from Parking Program	-	-	55,000	55,000	0.00%
Transfer in from Police Drug Money	-	-	45,000	45,000	0.00%
Transfer in from Recreation Special Revenue	-	-	41,720	41,720	0.00%
Rental Income (Intermodal)	122,000	122,000	122,000	-	0.00%
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	204,000	206,000	206,000	2,000	0.98%
Energy Efficiency	2,000	-	-	(2,000)	-100.00%
Reimbursement-Other	10,000	10,000	10,000	-	0.00%
Utility Reimbursement	27,500	27,500	27,500	-	0.00%
Unclassified	7,500	10,000	10,000	2,500	33.33%
Fund Balance Contribution	1,350,000	1,350,000	1,350,000	-	0.00%
Total General Government	9,256,545	9,787,970	9,934,690	678,145	7.33%

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<u>City Clerk</u>					
Hunting/Fishing/Dogs	2,000	2,000	2,000	-	0.00%
Neutered Animals	3,000	3,000	3,000	-	0.00%
Voter Reg List	100	100	100	-	0.00%
Clerk/Sale of Copies	200	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	3,000	4,000	4,000	1,000	33.33%
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	93,400	97,400	97,400	4,000	4.28%
<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	53,000	70,000	70,000	17,000	32.08%
Total Health & Social Services	53,000	70,000	70,000	17,000	32.08%

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<u>Planning & Permitting</u>					
Maps & Copies	500	500	500	-	0.00%
Departmental Reviews	16,000	16,000	16,000	-	0.00%
Planning/Codes & Ordinance	3,000	-	-	(3,000)	-100.00%
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	16,000	16,000	-	0.00%
Permits - Plumbing	10,500	10,500	10,500	-	0.00%
Permits - Sign	5,000	5,000	5,000	-	0.00%
Total Planning & Permitting	257,000	254,000	254,000	(3,000)	-1.17%
<u>Parks & Recreation</u>					
Arena	-	-	-	-	0.00%
Recreation Program	-	-	-	-	0.00%
Total Parks & Recreation	-	-	-	-	0.00%
<u>Community Services-Engineering</u>					
Fees - Eng-Misc	200	-	-	(200)	-100.00%
Fees - Inspection	10,000	5,000	5,000	(5,000)	-50.00%
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	25,000	25,000	-	0.00%
Total Community Services-Engineering	37,400	32,200	32,200	(5,200)	-13.90%
<u>Fire Department</u>					
Copies of Reports	200	200	200	-	0.00%
Inspections	10,000	-	-	(10,000)	-100.00%
EMS Transport	-	-	987,551	987,551	0.00%
EMS Agreement	100,000	-	-	(100,000)	-100.00%
Salvage Calls	100	100	100	-	0.00%
Permits - Oil Burner	800	800	800	-	0.00%
Total Fire Department	111,100	1,100	988,651	877,551	789.87%

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<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	500	2,000	2,000	1,500	300.00%
False Alarms	10,000	15,000	15,000	5,000	50.00%
Animal Impound	300	1,000	1,000	700	233.33%
Veh Rel/Non Driver	6,000	2,000	2,000	(4,000)	-66.67%
Veh Rel/Driver Licence	15,000	11,000	11,000	(4,000)	-26.67%
ARRA Cops Grant	-	119,351	119,351	119,351	0.00%
MDEA Reimbursement	60,102	60,102	60,102	-	0.00%
School Resource Officers	173,150	173,150	173,150	-	0.00%
Computer Crimes	56,000	72,000	72,000	16,000	28.57%
Permits - Alarms	5,000	-	-	(5,000)	-100.00%
Permits - Firearms	3,000	4,000	4,000	1,000	33.33%
Fines - Parking Violations	40,000	26,000	26,000	(14,000)	-35.00%
Total Police Department	397,052	513,603	513,603	116,551	29.35%
<u>Public Works</u>					
Community Cords	4,800	-	-	(4,800)	
State/Local Road Assistance	440,000	440,000	440,000	-	0.00%
Total Public Works	444,800	440,000	440,000	(4,800)	-1.08%
Total Municipal	10,710,337	11,256,313	12,390,584	1,680,247	15.69%

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School Department					
Reg Secondary Tuition	134,266	134,266	134,266	-	0.00%
SOS Tuition	90,000	90,000	90,000	-	0.00%
Adult Ed Tuition	93,800	93,300	93,300	(500)	-0.53%
State Subsidy for Education	18,976,018	19,339,405	19,291,333	315,315	1.66%
Debt Service Reimbursement	1,161,010	1,119,906	1,119,906	(41,104)	-3.54%
PreK/CDS	55,000	55,000	55,000	-	0.00%
Special Ed/Mainecare	125,000	125,000	125,000	-	0.00%
State Agency Clients	30,000	30,000	30,000	-	0.00%
State Aid for Adult Education	96,246	98,500	98,500	2,254	2.34%
Miscellaneous	98,506	98,506	98,506	-	0.00%
Daycare Rent	50,000	50,000	50,000	-	0.00%
Fund Balance	856,882	906,882	906,882	50,000	0.00%
Total School	21,766,728	22,140,765	22,092,693	325,965	1.50%
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Total Non-Property Tax Revenue - Municipal	10,710,337	11,256,313	12,390,584	1,680,247	15.69%
Total Non-Property Tax Revenue - School	<u>21,766,728</u>	<u>22,140,765</u>	<u>22,092,693</u>	<u>325,965</u>	<u>1.50%</u>
Total Non-Property Tax Revenue	32,477,065	33,397,078	34,483,277	2,006,212	6.18%
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Total Proposed Budget - Municipal	36,140,508	37,885,467	37,867,950	1,727,442	4.78%
Total Proposed Budget - School	<u>37,128,028</u>	<u>38,590,084</u>	<u>38,241,323</u>	<u>1,113,295</u>	<u>3.00%</u>
Total Proposed Budget	73,268,536	76,475,551	76,109,273	2,840,737	3.88%
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Total Property Tax Dollars Needed - Municipal	25,430,171	26,629,154	25,477,366	47,195	0.19%
Total Property Tax Dollars Needed - School	<u>15,361,300</u>	<u>16,449,319</u>	<u>16,148,630</u>	<u>787,330</u>	<u>5.13%</u>
Total Property Tax Dollars Needed	40,791,471	43,078,473	41,625,996	834,525	2.05%



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0135 Assessing Services</i>							
Regular Salaries	161,557	158,192	160,920	172,330	158,830	638	0%
Longevity Bonus	0	0	0	0	0	0	0%
PS - General	5,000	5,000	5,000	8,000	8,000	3,000	60%
PS - Recording Fee	916	1,500	500	1,500	1,500	0	0%
Reports, Printing, & Binding	248	300	0	300	300	0	0%
Office Supplies	448	600	1,000	1,200	1,200	600	60%
MV Sup-Gas & Oil	383	400	400	400	400	0	0%
Comm - Telephone	1,138	1,200	1,300	1,200	1,200	0	0%
Advertising	271	485	235	500	500	15	6%
Repairs - Vehicles	245	300	0	1,000	1,000	700	0%
Training & Tuition	540	2,200	1,900	2,200	1,700	(500)	-26%
Travel-Mileage	137	400	280	400	950	550	196%
Travel-Seminar Costs	439	0	0	0	0	0	0%
Dues & Subscriptions	1,700	1,700	1,710	1,740	1,740	40	2%
Leased Vehicle	0	0	0	1,200	0	0	0%
TOTAL	173,022	172,277	173,245	191,970	177,320	5,043	2.9%



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	158,192	172,330	158,830
Longevity Bonus	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Regular Salaries			
Lead Assessor (non-union)		\$ 71,950	\$ 71,950
Deputy Assessor (non-union)		\$ 58,450	\$ 58,450
Appraiser (union)		\$ 39,355	\$ 39,355
Office Assistant (Part-time)(new position)		\$ 13,500	
		\$ 183,255	\$ 169,755
	TIF Offset	\$ 10,925	\$ 10,925
		\$ 172,330	\$ 158,830

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Regular Wages: The successful operation of the Assessing Department requires skilled employees in the assessing field. Regular salaries reflects the combination of administrative duties and technical duties. The part time assistant will work with the department on administrative duties and public communications. According to the IAAO, one full time employee for every 2,500 parcels is typical for a municipality having computer assistance.

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



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - General	Total	5,000	8,000	8,000
PS - Recording Fee	Total	1,500	1,500	1,500

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Dept. Request	Council Adopted
Contract acted Services		\$ 8,000	\$ 8,000
<u>Parcel Count</u>			
Real Estate	9,329		
Personal Property	1,118		
		\$ 8,000	\$ 8,000

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Purchased Services - General: Every year we contract a person to assist us with the processing of business personal property 706 and BETE applications during the months of April and May. This account will also fund special valuation needs.

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.



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	300	300	300
Office Supplies	Total	600	1,200	1,200
MV Sup-Gas & Oil	Total	400	400	400

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

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

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Reports, Printing & Binding: This account includes the cost of binding the Valuations Book, "True and Perfect List." The Valuation book is the sole official record of real estate and personal property assessments, exemptions and municipal valuation return documents of any given year. The valuation books also contain the Tax Rate Calculation sheet, Assessor's Certification, and the Collector's Warrant and Certification of Commitment.

Office Supplies: Account includes the cost of general office supplies, report folders for hearings with the Board of Assessment Review and the Marshall & Swift Valuation cost manual updates. The updates were never budgeted before and are needed to keep our current cost schedules up to date.

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



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	1,200	1,200	1,200
Advertising	Total	485	500	500
Repairs - Vehicles	Total	300	1,000	1,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Cost / Month	Dept. Request	Council Adopted
2 Air Cards and 1 Shared Cellular Phone	\$ 100	\$ 1,200	\$ 1,200
		\$ 1,200	\$ 1,200

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Dept. Request	Council Adopted
2005 Hyundai Elantra	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Line Item Narrative

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

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

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



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,200	2,200	1,700
Travel-Mileage	Total	400	400	950

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Dept. Request	Council Adopted
Continuing Education for Certifications and Licenses - Mandatory		\$ 2,200	\$ 1,700
		\$ 2,200	\$ 1,700

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Dept. Request	Council Adopted
Mileage		\$ 400	\$ 950
		\$ 400	\$ 950

Line Item Narrative

Training: This account funds certification for Maine Assessors, C.M.A. Certification is required by Maine State Statutes, (Title 36 Section 311). All staff are required complete 16 hours of continuing education per year to maintain Certified Maine Assessor status. The assessor is also a State of Maine Certified General Appraiser and is a Senior Residential Appraiser member of the Appraisal Institute. These appraisal disciplines require an additional 34 hours of continuing education.

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



City of Auburn

Assessing

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year		Dept. Request		Council Adopted
Dues & Subscriptions	Total	1,700	\$	1,740	\$	1,740
Leased Vehicle	Total	-		1,200		-

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
IAAO (International Association of Assessing Officers) National - Deputy Assessor	\$ 175	\$ 175
IAAO State Chapter - all staff	\$ 90	\$ 90
MAAO (Maine Association of Assessing Officers) - all staff	\$ 90	\$ 90
State Appraisal License - Assessor	\$ 380	\$ 380
Appraisal Institute - Assessor	\$ 1,005	\$ 1,005
	\$ 1,740	\$ 1,740

Estimated Detail of Leased Vehicle

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Leased Vehicle		
Vehicle Lease 2 cars (1 month - October)	\$ 1,200	\$ -
	\$ 1,200	\$ -

Line Item Narrative

Dues & Memberships: This account includes the costs of memberships in professional organizations. Membership in professional organizations provides the opportunity to enroll in educational courses at a discounted rate, associate with other professionals, share information and gain member assistance from those organizations.

Vehicle Lease: The Assessing Department has 1 vehicle to be shared amongst 4 people for our quarterly property review project. We need to have 2 additional vehicles guaranteed to be available plus 1 vehicle shared from another department to conduct over 2,000 annual quarterly property reviews during the month of October.



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0115 City Clerk							
Regular Salaries	115,103	113,024	108,796	147,759	123,813	10,789	10%
Longevity Bonus	0	0	0	0	0	0	0%
Temporary Assistance	550	0	16,038	0	0	0	0%
OT- Regular	1,016	1,500	0	1,000	1,000	(500)	-33%
Office Supplies	1,822	2,500	1,200	2,500	2,250	(250)	-10%
Other Sup - Voter	990	5,520	5,800	3,380	3,380	(2,140)	-39%
Repairs - Equipment	0	500	0	500	500	0	0%
Training & Tuition	1,417	1,750	1,750	1,575	1,375	(375)	-21%
Advertising	1,036	1,200	1,100	1,200	1,200	0	0%
Professional Services	4,626	2,500	2,521	2,500	2,500	0	0%
Travel-Mileage	367	500	475	700	500	0	0%
Reports, Printing & Binding	0	0	0	0	0	0	0%
Dues & Subscriptions	481	506	455	611	586	80	16%
Wardens & Ward Clerks	7,641	10,600	12,000	17,834	17,834	7,234	68%
Voting Machines	1,577	3,445	3,445	2,155	2,155	(1,290)	-37%
Voting Booths	0	6,000	5,000	0	0	(6,000)	-100%
Record Restoration	0	12,500	12,500	12,500	7,500	(5,000)	-40%
TOTAL	136,626	162,045	171,080	194,214	164,593	2,548	1.6%



City of Auburn

City Clerk

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	113,024	147,759	123,813
OT - Regular	Total	1,500	1,000	1,000
Temporary Assistance	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	<i>Pay</i>	<i>Hours/ Week</i>	Dept. Request	Council Adopted
City Clerk (non-union)	Salary	37.5	\$ 62,700	\$ 62,700
Licensing Specialist/Deputy City Clerk (union)	\$ 17.34	37.5	\$ 33,813	\$ 33,813
Switchboard/Information (union)	\$ 12.28	37.5	\$ 23,946	\$ 27,300
Office Assistant/Assistant Clerk (new position)(union)	\$ 14.00	37.5	\$ 27,300	\$ -
			\$ 147,759	\$ 123,813

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Dept. Request	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	Dept. Request	Council Adopted
Temporary Assistance Prior to Election Day	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Regular Salaries: I am requesting an additional position for an Office Assistant /Assistant City Clerk. This person would also be fully cross trained with Tax Office duties and would also be utilized to assist with the Tax Office as well as 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 two years ago and the office has felt the strain of eliminating that position. Filling this position would eliminate the need to bring in temporary assistance during elections 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 after major



City of Auburn

City Clerk

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Office Supplies	Total	2,500	2,500	2,250
Other Sup - Voter	Total	5,520	3,380	3,380
Repairs - Equipment	Total	500	500	500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General office supplies	\$ 1,250	\$ 1,000
Voter cards, labels and certificates	\$ 1,250	\$ 1,250
	\$ 2,500	\$ 2,250

Estimated Detail of Other Sup - Voter

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Voter		
Election supplies (miscellaneous)	\$ 500	\$ 500
Ballots	\$ 2,880	\$ 2,880
	\$ 3,380	\$ 3,380

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

Other Supplies - Voter: This includes the cost of printing ballots for the November election. In an effort to save on cost, we will hand count the School Budget Election. This will save on the cost to print the ballots and the cost to program the tabulating machines.

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



City of Auburn

City Clerk

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	1,750	1,575	1,375
Advertising	Total	1,200	1,200	1,200
Professional Services	Total	2,500	2,500	2,500
Travel-Mileage	Total	500	700	500

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
Employee Training	\$ 1,575	\$ 1,375
	\$ 1,575	\$ 1,375

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Professional Services

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Professional Services		
Codification	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Mileage		

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 Ord 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	Total	506	611	586
Wardens & Ward Clerks	Total	10,600	17,834	17,834

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Council Adopted
Lewiston Sun-Journal		\$ 251	\$ 251
Maine Town and City Clerk's Association	(four staff members)	\$ 100	\$ 75
Maine Tax Collectors & Treasurers Association	(Deputy Clerk)	\$ 25	\$ 25
New England Clerk's Association	(Clerk and Deputy Clerk)	\$ 50	\$ 50
International Institute of Municipal Clerk's	(Clerk only)	\$ 185	\$ 185
		\$ 611	\$ 586

Estimated Detail of Wardens & Ward Clerks

Actual expenses may vary according to changing circumstances

Wardens & Ward Clerks	Hourly	Dept. Request	Council Adopted	
<u>November 2014 General Election (Gubernatorial)</u>				
Wardens and Ward Clerks - 5 polling places	\$ 8.00	\$ 1,600	↓	
Election Clerks	\$ 7.75	\$ 4,420		
Deputy Registrars	\$ 7.75	\$ 900		
<u>2015 Municipal School Budget Referendum</u>				
Wardens and Ward Clerks - 1 polling place	\$ 8.00	\$ 300		
Election Clerks	\$ 7.75	\$ 790		
Deputy Registrars	\$ 7.75	\$ -		
Temporary Assistance - Absentee Voting, Nursing Homes, Registrations		\$ 2,000		
Special Election-School Committee Ward 1		\$ 3,000		
<u>June 2015 Referendum Election</u>				
Wardens and Ward Clerks - 5 polling places	\$ 8.00	\$ 1,600		
Election Clerks	\$ 7.75	\$ 2,790		
Deputy Registrars	\$ 7.75	\$ 434		
		\$ 17,834		\$ 17,834

Line Item Narrative

Dues & Subscriptions: See Above. The cost of some of the dues and subscriptions (Sun Journal, IIMC, and MTCCA) have increased since the FY14 budget was adopted.

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Voting Machines	Total	3,445	2,155	2,155
Voting Booths	Total	6,000	-	-
Record Restoration	Total	12,500	12,500	7,500

Estimated Detail of Voting Machines

Actual expenses may vary according to changing circumstances

Voting Machines	Dept. Request	Council Adopted
Software Programming for Voting Equipment	\$ 1,410	\$ 1,410
Lease voting equipment (1 machine)	\$ 745	\$ 745
	\$ 2,155	\$ 2,155

Estimated Detail of Voting Booths

Actual expenses may vary according to changing circumstances

Voting Booths	Dept. Request	Council Adopted
Voting Booths	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of Record Restoration

Actual expenses may vary according to changing circumstances

Record Restoration	Dept. Request	Council Adopted
Record Restoration	\$ 12,500	\$ 7,500
	\$ 12,500	\$ 7,500

Line Item Narrative

Voting Machines: FY 2015 Elections - November 2014 General (Gubernatorial) Election and the May 2015 School Budget Validation referendum. The State has provided us with 6 tabulating machines and I've included the leasing cost for one machine (a spare). The biennial maintenance fee is included in the lease, however programming is \$370.00 per tabulating machine, per election, with a cap of \$1,350 (plus \$60 in shipping and handling costs for the memory sticks) per jurisdiction, per election. I've included the programming cost for the November General Election. To cut back on costs, we will not use the tabulating machines for the School Budget Election.



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0110 City Manager							
Regular Salaries	297,136	202,948	202,948	228,790	230,135	27,187	13.4%
PS - General	1,851	700	1,100	50,700	700	0	0.0%
Office Supplies	766	700	685	700	700	0	0%
Veterans Markers & Flags	0	0	0	0	10,000	10,000	
Comm - Telephone	1,395	1,680	1,680	1,680	1,680	0	0%
Special Events	1,359	20,000	18,000	22,000	22,000	2,000	10%
Training & Tuition	1,860	5,275	5,000	7,975	7,975	2,700	51%
Travel-Mileage	3,746	5,600	5,500	5,600	5,600	0	0%
Dues & Subscriptions	1,762	2,000	2,400	2,060	1,960	(40)	-2%
TOTAL	309,875	238,903	237,313	319,505	280,750	41,847	17.5%



City of Auburn

City Manager

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	235,783	228,790	230,135
PS - General	Total	450	50,700	700
Office Supplies	Total	700	700	700

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Dept. Request	Council Adopted
City Manager (non-union)		\$ 99,000	\$ 99,000
Assistant City Manager (non-union)		\$ 85,000	\$ 85,000
Executive Assistant (non-union)		\$ 44,790	\$ 46,135
		\$ 228,790	\$ 230,135
	TIF Offset	25%	\$ 24,750
	Net Cost		\$ 204,040

Note: 25% of the City Manager's wages are paid for by TIF Revenues.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Dept. Request	Council Adopted
Purchased Services		\$ 50,700	\$ 700
		\$ 50,700	\$ 700

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Dept. Request	Council Adopted
General Office Supplies		\$ 700	\$ 700
		\$ 700	\$ 700

Line Item Narrative

Regular Wages: This line item has decreased due to the transfer of the Economic Development Department being shown in a separate budget and 20% of the City Manager being funded by TIF revenue.

Purchased Services- General: This line item includes printing, business lunches, training, etc. The increase in this line item is to fund a consultant to assist the City in immediate development of a priority based budget.

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



City of Auburn

City Manager

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	1,974	1,680	1,680
Special Events	Total	20,000	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>	Dept. Request	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

	Dept. Request	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

	Dept. Request	Council Adopted
Veterans Markers & Flags		
Veterans Markers & Flags	\$ -	\$ 10,000
	\$ -	\$ 10,000

Line Item Narrative

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

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



City of Auburn

City Manager

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	5,275	7,975	7,975
Travel-Mileage	Total	5,600	5,600	5,600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
ABA Monthly Meetings	\$ 200	\$ 200
Chamber Awards Dinner	\$ 100	\$ 100
Chamber Breakfast	\$ 275	\$ 275
ICMA Conference	\$ 3,000	\$ 3,000
National League of Cities	\$ 2,500	\$ 2,500
LAEGC Awards Dinner - Staff Table & Awards Winners Table	\$ 200	\$ 200
MMA Convention	\$ 200	\$ 200
MTCMA Conference	\$ 1,000	\$ 1,000
Other Events	\$ 500	\$ 500
	\$ 7,975	\$ 7,975

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	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 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	Total	2,200	2,060
			1,960

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Council Adopted
Auburn Business Association (ABA)	\$ 60	\$ 60
ICMA Dues	\$ 1,600	\$ 1,600
Maine Biz	\$ 100	
MTCMA Dues	\$ 300	\$ 300
	\$ 2,060	\$ 1,960

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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0110 County Tax							
County Tax	2,006,244	2,029,513	2,029,513	2,046,880	2,046,880	17,367	1%
TOTAL	2,006,244	2,029,513	2,029,513	2,046,880	2,046,880	17,367	0.9%



City of Auburn

County Tax

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
County Tax	Total	2,029,513	2,046,880	2,046,880

Estimated Detail of County Tax

Actual expenses may vary according to changing circumstances

County Tax	Dept. Request	Council Adopted
	\$ 2,046,880	\$ 2,046,880
	\$ 2,046,880	\$ 2,046,880

Line Item Narrative

County Tax:



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0305 Debt Service</i>							
Principal	5,571,820	5,329,623	5,309,570	5,332,149	5,332,149	2,526	0%
Interest	1,045,204	991,961	991,961	931,787	931,787	(60,174)	-6%
Other Expenses	0	0	0	0	0	0	0%
TOTAL	6,617,024	6,321,584	6,301,531	6,263,936	6,263,936	(57,648)	-0.9%



City of Auburn

Debt Service

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Debt Service	Total	6,321,584	6,263,936

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

Debt Service	Maturity	Issued Amount	Balance	Principal	Interest	Dept. Request	Council Adopted
City Building 3.89%	11/22	\$ 8,200,000	\$ 3,690,000	\$ 410,000	\$ 132,244		
Library 4.088%	9/24	\$ 3,500,000	\$ 1,920,000	\$ 175,000	\$ 10,500		
Public Impr. 03/04 4.0%	9/14	\$ 4,680,000	\$ 465,000	\$ 365,000	\$ 7,300		
MMWAC Refi. 4.0%	11/14	\$ 11,950,000	\$ 200,000	\$ 200,000	\$ 4,000		
Public Impr. 05/06 4.23%	9/15	\$ 5,000,000	\$ 1,000,000	\$ 400,000	\$ 24,000		
Public Impr. 06/07 4.03%	9/16	\$ 5,000,000	\$ 1,500,000	\$ 400,000	\$ 40,000		
Public Impr. 07/08 3.47%	9/17	\$ 6,000,000	\$ 2,400,000	\$ 510,000	\$ 64,707		
Public Impr. 08/09 3.65%	9/18	\$ 5,730,000	\$ 2,855,000	\$ 500,000	\$ 86,250		
Public Impr. 09/10 3.0%	3/20	\$ 5,455,000	\$ 3,273,000	\$ 545,500	\$ 93,418		
Public Impr. 10/11	3/21	\$ 7,900,000	\$ 5,530,000	\$ 640,000	\$ 92,800		
MMBB Clean Water ARR	6/12	\$ 827,854	\$ 620,890	\$ 41,393	\$ 2,070		
Public Impr 11/12	11/22	\$ 4,500,000	\$ 3,600,000	\$ 350,000	\$ 58,188		
Public Impr. 12/13	9/22	\$ 5,600,000	\$ 5,075,000	\$ 370,730	\$ 104,699		
Library Refunding	9/22	\$ 1,590,000	\$ 1,585,000	\$ 5,000	\$ 51,625		
Public Impr. 13/14	9/23	\$ 5,625,000	\$ 5,625,000	\$ 419,526	\$ 99,986		
		<u>\$ 81,557,854</u>	<u>\$ 39,338,890</u>	<u>\$ 5,332,149</u>	<u>\$ 871,787</u>	\$ 6,203,936	\$ 6,203,936
Other Expenses						\$ -	\$ -
Interest Payment for FY14 Bond						\$ 60,000	\$ 60,000
						<u>\$ 6,263,936</u>	<u>\$ 6,263,936</u>

Debt Limit Calculation	
State Valuation	\$1,954,400,000
Total Debt Limit	\$293,160,000
City Debt Balance	39,338,890
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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0110 Economic Development							
Regular Salaries	115,724	144,280	143,000	145,960	139,705	(4,575)	-3.2%
PS - General	0	50	4,250	50,050	30,050	30,000	60000.0%
Office Supplies	50	100	90	100	100	0	0%
Comm - Telephone	0	360	360	360	360	0	0%
Training & Tuition	2,827	1,690	1,600	1,040	1,040	(650)	-38%
Travel-Mileage	82	100	50	100	100	0	0%
Dues & Subscriptions	255	172,353	172,353	188,145	188,145	15,792	9%
TOTAL	118,938	318,933	321,703	385,755	359,500	40,567	12.7%



City of Auburn

Economic Dev

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	144,280	145,960	139,705
PS - General	Total	50	50,050	30,050
Office Supplies	Total	100	100	100

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Regular Salaries			
Economic Development Specialist (non-union)		\$ 56,431	\$ 59,816
Administrative Assistant (see Finance)(union)		\$ 9,640	
Director of Economic Development (non-union)		\$ 79,889	\$ 79,889
		\$ 145,960	\$ 139,705
	TIF Offset	100%	\$ 139,705
	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	Council Adopted
PS - General			
Purchased Services		\$ 50,050	\$ 30,050
		\$ 50,050	\$ 30,050
	TIF Offset	100%	\$ 30,050
	Net Cost		\$ -

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
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, etc. The addition is for contract services for Downtown Program Land Use Code.

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

Last Dept. Council



City of Auburn

Economic Dev

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Year	Request	Adopted
Comm - Telephone	Total	360	360	360
Training & Tuition	Total	1,690	1,040	1,040

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Cost / Month	Dept. Request	Council Adopted
Economic Development Director	\$ 30.00	\$ 360	\$ 360
		\$ 360	\$ 360
	TIF Offset	100%	\$ 360
	Net Cost		\$ -

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Dept. Request	Council Adopted
ABA Monthly Meetings	\$ -	\$ -
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
	\$ 1,040	\$ 1,040
	100%	\$ 1,040
		\$ -

Line Item Narrative

Communications: Cell phone usage .

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

Last Dept. Council



City of Auburn

Economic Dev

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Year	Request	Adopted
Travel-Mileage	Total	100	100	100
Dues & Subscriptions	Total	172,353	188,145	188,145

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
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)	\$ 160,410	\$ 160,410
Economic Development Council of Maine (EDCM)	\$ 100	\$ 100
Maine Biz	\$ 100	\$ 100
Maine Real Estate & Development Association (MEREDA)	\$ 275	\$ 275
	\$ 188,145	\$ 188,145
TIF Offset	100%	\$ 188,145
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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0325 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Emergency Reserve	Total	375,289	375,289	375,289

Estimated Detail of Emergency Reserve

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0310 Facilities</i>							
Regular Salaries	17,926	19,409	19,032	19,612	19,612	203	1%
Advertising	0	500	500	500	500	0	0%
PS - General	73,493	86,330	85,000	86,330	86,330	0	0%
Office Supplies	7,178	0	700	0	0	0	0%
Other Sup-Operating	6,304	9,600	9,500	9,600	9,600	0	0%
Utilities - Water/Sewer	3,244	4,215	3,550	4,215	7,680	3,465	98%
Comm - Telephone	35,538	42,800	39,770	42,800	42,800	0	0%
Utilities - Electricity	82,693	98,000	85,000	98,000	98,000	0	0%
Utilities - Heating Fuel	35,979	41,075	39,000	41,075	41,075	0	0%
Repairs - Buildings	10,783	10,500	10,500	10,500	10,500	0	0%
Repairs - Equipment	2,065	2,000	2,000	2,000	2,000	0	0%
Repairs - Maintenance Contrac	0	0	0	0	0	0	0%
Photocopiers	12,433	37,000	37,000	37,000	37,000	0	0%
LAWPCA Holding T.	0	0	0	0	0	0	0%
Insurance Premiums	283,957	306,000	290,000	320,000	285,000	(21,000)	-7%
Insurance Deductibles	9,278	24,500	24,500	24,500	24,500	0	0%
Comm - Postage	28,783	32,988	32,000	32,988	32,988	0	0%
Travel - Mileage Reimburseme	221	750	500	750	750	0	0%
Rental Expense	0	0	0	0	0	0	0%
Utility Reimbursement from Sc	0	0	0	0	0	0	0%
TOTAL	609,875	715,667	678,552	729,870	698,335	(17,332)	-2.4%



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	19,409	19,612	19,612
Advertising	Total	500	500	500
PS - General	Total	86,330	86,330	86,330

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Rate	Hours / Week	Staff	Dept. Request	Council Adopted
Regular Salaries					
Maintenance	\$ 15.0858	25	1	\$ 19,612	\$ 19,612
			1	\$ 19,612	\$ 19,612

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - General		
Annual Fire Alarm Testing	\$ 725	\$ 725
Boiler Certificate Auburn Hall	\$ 160	\$ 160
Elevator Inspection & License	\$ 185	\$ 185
Elevator Contract	\$ 1,930	\$ 1,930
Fire Extinguishers Annual Testing, Inspection & Maintenance	\$ 250	\$ 250
HVAC Maintenance Contract	\$ 12,700	\$ 12,700
IP Phones Maintenance	\$ 12,000	\$ 12,000
Janitorial Services (Auburn Hall including Police)	\$ 53,650	\$ 53,650
Land Lease	\$ 750	\$ 750
LAWPCA Administrative Fee	\$ 250	\$ 250
Lift Rental For Window Cleaning	\$ 1,500	\$ 1,500
Sprinkler Quarterly Testing	\$ 450	\$ 450
State of Maine Fees Boilers	\$ 1,280	\$ 1,280
Underground Tank fees	\$ 500	\$ 500
	\$ 86,330	\$ 86,330

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 (\$25 x 20 = \$500). Ads are \$23 for most but pre-bid ads run \$34.

Purchased Services: The IP Phone Maintenance Contract includes Auburn Hall, Parks & Recreation, Police, Public Works, and Fire.



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup-Operating	Total	9,600	9,600	9,600
Utilities - Water/Sewer	Total	4,215	4,215	7,680

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup-Operating		
Misc. Supplies	\$ 1,200	\$ 1,200
Towels , Toilet Paper & Liners	\$ 4,200	\$ 4,200
HVAC Filters	\$ 1,200	\$ 1,200
Ice Melt	\$ 1,000	\$ 1,000
Lighting	\$ 2,000	\$ 2,000
	\$ 9,600	\$ 9,600

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	<i>Spinkler</i>	<i>Sewer</i>	<i>Water</i>	Dept. Request	Council Adopted
Utilities - Water/Sewer					
Auburn Hall	\$ 750	\$ 1,815	\$ 1,650	\$ 4,215	\$ 7,680
				\$ 4,215	\$ 7,680

Line Item Narrative

Other Supplies - Operating: See Above.

Utilities - Water& Sewer: A 10% increase in Sewer is expected June 2014.



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	42,800	42,800	42,800
Utilities - Electricity	Total	98,000	98,000	98,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	<i>Location</i>	Dept. Request	Council Adopted
Comm - Telephone			
Dark Fiber (Lease)	AH, PW, FD, PR, E2, E5, Library	\$ 12,000	\$ 12,000
High Speed Internet @ 600 month	AH, PW, FD, PR, E2, E5, Library	\$ 7,200	\$ 7,200
Cell Phone		\$ 1,150	\$ 1,150
Pine Tree System @ \$227 month		\$ 2,750	\$ 2,750
Two Primary Rate Interface Lines - Phone Switches	All Locations	\$ 14,500	\$ 14,500
Long Distance	AH	\$ 5,200	\$ 5,200
		\$ 42,800	\$ 42,800

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	<i>Usage KW</i>	<i>Cost</i>	Dept. Request	Council Adopted
Utilities - Electricity				
Auburn Hall--Estimated	657,321	0.14909	\$ 98,000	\$ 98,000
			\$ 98,000	\$ 98,000

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: The City has an agreement to switch its electrical use to generator during times of high-peak electrical demands; most often during the summer months. In return for our generator use, the City will receive \$2,000. This amount is simply for the City to be on "stand by". We will also receive additional funding if we actually do need to switch to our generators. This money is budgeted under revenue.



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

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

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	<i>Usage- gallons</i>	<i>Usage- Cubic feet</i>	Dept. Request	Council Adopted
Utilities - Heating Fuel				
Natural Gas		28,000	\$ 40,000	\$ 40,000
Diesel Fuel for Generator	\$ 1,000		\$ 1,000	\$ 1,000
Propane Tank Rental (Goff Hill Generator)			\$ 75	\$ 75
			\$ 41,075	\$ 41,075

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Utilities - Heating Fuel: See Above.

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



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	2,000	2,000	2,000
Photocopiers	Total	37,000	37,000	37,000
Travel - Mileage Reimbursement	Total	750	750	750
Insurance Premiums	Total	306,000	320,000	285,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Equipment		
Equipment Repairs not otherwise included in building repairs	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Estimated Detail of Photocopiers

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Photocopiers		
Photocopier Lease (Previously CIP)	\$ 13,000	\$ 13,000
Copier Maintenance Contract	\$ 17,000	\$ 17,000
Copier Paper	\$ 7,000	\$ 7,000
	\$ 37,000	\$ 37,000

Estimated Detail of Insurance Premiums

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Insurance Premiums	\$ 320,000	\$ 285,000
	\$ 320,000	\$ 285,000

Line Item Narrative

Estimated Detail of Travel - Mileage Reimbursement

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Repairs - Equipment: 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 5% increase budgeted over last year.



City of Auburn

Facilities

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
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	Council Adopted
Auto	7	\$ 1,000	\$ 7,000	\$ 7,000
Buildings	2	\$ 5,000	\$ 10,000	\$ 10,000
Professional Liability	1	\$ 7,500	\$ 7,500	\$ 7,500
			\$ 24,500	\$ 24,500

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0120 Finance</i>							
Regular Salaries	377,842	377,091	381,885	385,950	395,590	18,499	5%
Longevity Bonus	400						
PS - General	21,829	19,700	19,700	23,520	23,520	3,820	19%
Reports, Printing, & Binding	855	1,400	1,300	2,000	2,000	600	43%
Office Supplies	2,611	3,700	3,250	3,700	3,700	0	0%
Training & Tuition	1,609	2,760	1,980	2,210	1,710	(1,050)	-38%
Travel-Mileage	382	0	0	0	0	0	0%
Travel-Seminar Costs	0	0	0	0	0	0	0%
Dues & Subscriptions	655	1,325	1,100	1,295	1,295	(30)	-2%
Software	3,000	0	0	0	0	0	0%
TOTAL	409,183	405,976	409,215	418,675	427,815	21,839	5.4%



City of Auburn

Finance

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	377,091	385,950	395,590
PS - General	Total	19,700	23,520	23,520

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Regular Salaries		
Finance Director (non-union)	\$ 82,228	\$ 82,228
Accounting Assistant (union)	\$ 57,219	\$ 57,219
Accounting Assistant (union)	\$ 38,560	\$ 48,200
Facilities Mgr/Purchasing (non-union)	\$ 55,425	\$ 55,425
Tax Clerk (union)	\$ 39,745	\$ 39,745
Tax Clerk (union)	\$ 27,138	\$ 27,138
Tax Clerk (union)	\$ 34,755	\$ 34,755
Tax Collector (non-union)	\$ 50,880	\$ 50,880
	\$ 385,950	\$ 395,590

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - General		
CAFR & Annual Report Filing Fee	\$ 505	\$ 505
Discharge of Liens	\$ 8,455	\$ 8,455
Filing Tax Liens	\$ 8,360	\$ 8,360
Research deeds for liens/foreclosures	\$ 1,200	\$ 1,200
Tax Bill Preparation & City Manager's Letter	\$ 5,000	\$ 5,000
	\$ 23,520	\$ 23,520

Line Item Narrative

<p>Salaries: See Above.</p>	Purchase
<p>Services - General: See Above.</p>	



City of Auburn

Finance

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	1,400	2,000	2,000
Office Supplies	Total	3,700	3,700	3,700

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Reports, Printing, & Binding		
Checks	\$ 600	\$ 600
CAFR (Comprehensive Annual Financial Report)	\$ 1,000	\$ 1,000
Tax Office Receipts	\$ 200	\$ 200
W-2, 1099,& Tax Supplies	\$ 200	\$ 200
	\$ 2,000	\$ 2,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
Signage	\$ 200	\$ 200
Envelopes	\$ 500	\$ 500
Binders and Supplies	\$ 2,000	\$ 2,000
Toner Check Printer	\$ 500	\$ 500
Miscellaneous	\$ 500	\$ 500
	\$ 3,700	\$ 3,700

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

Finance

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,760	2,210	1,710
Dues & Subscriptions	Total	1,325	1,295	1,295

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
NESGFOA Conference	\$ -	
Seminar Costs	\$ 1,000	\$ 500
Maine Municipal		
Annual Conference	\$ 170	\$ 170
Payroll Updates	\$ 160	\$ 160
Tax Collectors/Treasurers	\$ 330	\$ 330
Maine GFOA Training	\$ 300	\$ 300
Mileage	\$ 250	\$ 250
	\$ 2,210	\$ 1,710

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
Registry of Deeds	\$ 70	\$ 70
Excise Publications/Books	\$ 300	\$ 300
GFOA Membership	\$ 250	\$ 250
Maine GFOA		
Maine Tax Collectors and Treasurers	\$ 125	\$ 125
Maine Town & City Clerks	\$ 100	\$ 100
Updates to GAAP,GAAS and Price Digests	\$ 450	\$ 450
	\$ 1,295	\$ 1,295

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



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0405 Fire							
Regular Salaries	3,037,413	3,193,444	3,097,221	3,188,859	3,188,859	(4,585)	0%
Acting Rank	12,593	7,892	13,309	8,129	8,129	237	2%
Holiday Pay	137,577	140,699	138,916	154,440	154,440	13,741	10%
Sick Leave Incentive	0	0	0	0	0	0	0%
Uniform Allowance	19,403	19,805	19,470	30,830	30,830	11,025	57%
Physicals	1,411	1,430	1,400	9,100	7,100	5,670	405%
OSHA Safety Costs	7,081	9,845	9,000	20,603	8,033	(1,812)	-20%
Protective Clothing	34,125	27,950	17,720	50,430	29,950	2,000	11%
OT - Vac Replacement	66,056	30,000	118,000	20,000	20,000	(10,000)	-8%
OT - Sick Replace LT	50,941	20,000	116,000	20,000	20,000	0	0%
OT - Sick Replace ST	121,749	89,000	130,000	89,000	89,000	0	0%
OT - Mandatory Training	11,720	16,868	8,480	18,464	18,463	1,595	19%
OT - Outside Jobs	0	0	0	0	0	0	0%
OT - Extra Assignments	33,652	27,063	54,968	28,366	15,990	(11,073)	-20%
OT - Vacancies/Retirement	70,692	12,196	11,000	12,844	12,844	648	6%
OT - Work Related Injuries	15,533	15,000	15,000	15,000	15,000	0	0%
OT - Meetings	8,782	5,000	5,769	14,425	6,425	1,425	25%
OT - Funeral Leave	5,758	2,500	3,556	5,000	5,000	2,500	70%
OT - Multiple Alarms	13,786	9,208	6,000	9,208	6,000	(3,208)	-53%
OT - Pump team	0	0	0	0	0	0	0%
PS - General	7,311	1,760	1,700	3,350	2,350	590	35%
PS - Uniform Cleaning	6,169	6,610	6,610	210	210	(6,400)	-97%
Office Supplies	2,652	4,150	2,600	14,650	12,650	8,500	327%
Other Sup - Fire Prevention	1,878	2,935	2,000	10,460	8,460	5,525	276%
Other Sup - Maintenance	7,593	5,465	5,000	16,365	6,865	1,400	28%
Other Sup - Pump Team	0	0	0	0	0	0	0%
Other Sup - Fire Training	762	6,138	1,000	7,500	6,138	0	0%
Other Sup - Medical	14,812	14,750	14,750	22,671	9,750	(5,000)	-34%
Other Sup - Small Tools	5,615	11,920	8,766	41,545	12,500	580	7%
Other Sup - Other	8,311	5,658	5,600	20,240	6,185	527	9%
MV Sup - Tires/Tube/Chain	8,158	9,500	8,000	13,040	6,230	(3,270)	-41%
MV Sup - Gas & Oil	4,540	5,440	4,600	5,120	5,120	(320)	-7%
Utilities - Water/Sewer	5,393	5,262	5,400	6,394	6,395	1,133	21%
Comm - Telephone	7,517	8,210	7,840	8,585	8,385	175	2%



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
Utilities - Natural Gas	3,759	5,797	4,000	50,797	40,797	35,000	875%
Utilities - Electricity	28,405	40,615	28,931	40,000	35,000	(5,615)	-19%
Utilities - Bottled Gas	640	954	847	900	900	(54)	-6%
Utilities - Heating Fuel	15,908	18,700	18,700	19,250	18,250	(450)	-2%
Utilities - Diesel	54,460	79,350	66,660	44,160	43,160	(36,190)	-54%
Repairs - Buildings	38,468	19,660	18,840	31,935	26,435	6,775	36%
Repairs - Vehicles	118,097	68,175	65,000	69,875	56,375	(11,800)	-18%
Repairs - Equipment	12,320	24,000	22,663	61,860	45,860	21,860	96%
Repairs - Radio Equipment	4,224	4,700	3,500	8,000	7,000	2,300	66%
Repairs - Maintenance Contrac	7,511	12,660	11,000	14,715	14,715	2,055	19%
Training & Tuition	30,925	30,000	28,660	88,965	27,000	(3,000)	-10%
Comm - Postage	370	600	500	600	600	0	0%
Travel-Seminar Costs	1,700	500	800	500	500	0	0%
Dues & Subscriptions	2,821	3,380	3,380	3,740	3,740	360	11%
TOTAL	4,048,591	4,024,789	4,113,156	4,300,126	4,047,633	22,844	0.6%



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	3,101,681	3,188,859	3,188,859
Acting Rank	Total	7,516	8,129	8,129

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Dept. Request	Council Adopted
Fire Prevention Officer (union)	1	\$ 50,224	\$ 50,224
Battalion Chief (union)	4	\$ 267,025	\$ 267,025
Fire Chief (non-union)	1	\$ 78,500	\$ 78,500
Captain (union)	4	\$ 242,065	\$ 242,065
Deputy Chief (non-union)	1	\$ 77,156	\$ 77,156
Fire Planner (non-union)	1	\$ 31,824	\$ 31,824
Firefighters (union)	40	\$ 1,716,024	\$ 1,716,024
Lieutenant (union)	12	\$ 683,414	\$ 683,414
Office Manager (union)	1	\$ 42,627	\$ 42,627
	65	\$ 3,188,859	\$ 3,188,859

Estimated Detail of Acting Rank

Actual expenses may vary according to changing circumstances

Acting Rank ¹	Dept. Request	Council Adopted
Per Union Contract - 2014 Budget	\$ 7,892	\$ 7,892
Increase of 3% for step increases	\$ 237	\$ 237
	\$ 8,129	\$ 8,129

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 step increases of 3% .

¹Contractual obligation.



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Holiday Pay	Total	137,940	154,440	154,440
Uniform Allowance	Total	19,805	30,830	30,830

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

	# of Firefighters	Avg. Hol. Pay	# of Holidays	Dept. Request	Council Adopted
Holiday Pay Per Union Contract	60	\$ 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	Council Adopted
Uniform Allowance				
Captains	4	\$ 510	\$ 2,040	\$ 2,040
Chief Officers	7	\$ 510	\$ 3,570	\$ 3,570
Lieutenants	12	\$ 485	\$ 5,820	\$ 5,820
Privates	40	\$ 485	\$ 19,400	\$ 19,400
			\$ 30,830	\$ 30,830

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 12/27/13, of all of the firefighter's is \$32,203. This will increase on July 1st when the firefighters are issued their allotted amounts as indicated above.



City of Auburn

Fire

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Physicals	Total	1,430	9,100	7,100

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

Physicals ¹	Quantity	Cost	Dept. Request	Council Adopted
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	\$ 500.00	\$ 5,000	\$ 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
			\$ 9,100	\$ 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 2015

Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OSHA Safety Costs	Total	9,845	20,603	8,033
Protective Clothing	Total	32,715	50,430	29,950

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

OSHA Safety Costs	Quantity	Dept. Request	Council Adopted
Bio Gear - Biohazard Bags & Boxes		\$ 390	\$ -
OSHA Accepted Reflective Vests	20	\$ 900	\$ 900
Disinfectant Spray	8	\$ 480	\$ -
Fit Testing Supplies		\$ 1,453	\$ 1,453
Hearing Tests for Firefighters		\$ 2,100	\$ -
Lancets for Blood Draw to Measure Blood Sugar Levels (Boxes)	7	\$ 200	\$ -
Lens for Self-Contained Breathing Apparatus	6	\$ 600	\$ -
Nitrile Gloves for Pandemic Flu (Boxes)		\$ 3,800	\$ -
PPE Equipment N95s (Pandemic Flu Inventory)		\$ 5,000	\$ -
Safety Glasses		\$ 210	\$ 210
Splash Guard Masks and Goggles		\$ 550	\$ 550
Tuberculosis Plants and Reads/Respiratory Clearance	60	\$ 4,920	\$ 4,920
		\$ 20,603	\$ 8,033

Estimated Detail of Protective Clothing

Actual expenses may vary according to changing circumstances

Protective Clothing	Quantity	Cost Each	Dept. Request	Council Adopted
Boots	20	\$ 230	\$ 4,600	\$ 2,300
Forestry Shirts & Goggles			\$ 7,080	\$ -
Gloves	40	\$ 55	\$ 2,200	\$ 1,100
Helmets & Repair Parts	2	\$ 550	\$ 1,100	\$ 1,100
Hood	15	\$ 30	\$ 450	\$ 450
Pants	15	\$ 1,100	\$ 16,500	\$ 11,000
Repairs/Mending to Turnout Gear		\$ 2,000	\$ 2,000	\$ 3,000
Turnout Coat	15	\$ 1,100	\$ 16,500	\$ 11,000
		\$ 5,065	\$ 50,430	\$ 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.

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



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
OT - Vac Replacement	Total	30,000	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	Council Adopted
Overtime Wages for Firefighters on Vacation	\$ 33.45	\$ 20,000	\$ 20,000
		\$ 20,000	\$ 20,000

Estimated Detail of OT - Sick Replace LT

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

Overtime - Long Term (LT) Illness: This is for firefighters who work overtime shifts to cover a firefighter who is out due to long-term illness or injury. Long-term is defined as more than three shifts as per Family Medical Leave Act (FMLA). This line item has only existed since the 2007 Budget.

¹ Contractual obligation for Battalion Chief overtime.

² Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Sick Replace ST	Total	89,000	89,000	89,000
OT - Mandatory Training	Total	15,000	18,464	18,463

Estimated Detail of OT - Sick Replace ST

Actual expenses may vary according to changing circumstances

OT - Sick Replace ST ¹	2011 ST Sick Hours	2012 ST Sick Hours	2013 ST Sick Hours	Dept. Request	Council Adopted
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

OT - Mandatory Training	Instructor Cost	Hours	Dept. Request	Council Adopted
Blood Borne Pathogens Training ⁴	\$ 33.45	32	\$ 1,070	\$ 1,070
Confined Space Training ⁴	\$ 33.45	64	\$ 2,141	\$ 2,140
EVOG Training	\$ 33.45		\$ -	
Extrication Refresher Training	\$ 33.45	32	\$ 1,070	\$ 1,070
Haz-Mat Refresher Training ⁴	\$ 33.45	32	\$ 1,070	\$ 1,070
New Hire Orientation ²	\$ 33.45	320	\$ 10,704	\$ 10,704
Rope Refresher Training ⁴	\$ 33.45	48	\$ 1,606	\$ 1,606
SCBA Maintenance Training ³	\$ 33.45	24	\$ 803	\$ 803
			\$ 18,464	\$ 18,463

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 Contractual 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Outside Jobs	Total	-	-	-
OT - Extra Assignments	Total	15,113	28,366	15,990

Estimated Detail of OT - Outside Jobs

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Extra Assignments

Actual expenses may vary according to changing circumstances

OT - Extra Assignments	Hours	Overtime Rate	Dept. Request	Council Adopted
Balloon Festival ¹	40	\$ 33.45	\$ 1,338	\$ 1,338
Boat/Computer/Radio Repairs	15	\$ 33.45	\$ 502	\$ 502
Dept Business Travel	50	\$ 33.45	\$ 1,673	\$ 1,673
Equipment Repairs ²	170	\$ 33.45	\$ 5,687	\$ -
Fire Calls Report ³	60	\$ 33.45	\$ 2,007	\$ 2,007
Jury Duty	5	\$ 33.45	\$ 167	\$ 167
Military Coverage ⁴	288	\$ 33.45	\$ 9,634	\$ 9,634
Open House	0	\$ 33.45	\$ -	\$ -
SCBA Flow Tests/Fit Tests ⁵	20	\$ 33.45	\$ 669	\$ 669
Storm Coverage	200	\$ 33.45	\$ 6,690	\$ -
			\$ 28,366	\$ 15,990

Line Item Narrative

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

Overtime - Extra Assignments: This account includes time for events such as storms, court attendance, fire investigations, military leave and community events, such as the Liberty 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 1 weekend a month and 2 weeks per year. In FY13 there were two firefighters in the military. At this time one of these firefighters is deployed.

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.

⁵ BLS mandated.



City of Auburn

Fire

Fiscal Year 2015
Adopted 6.16.2014

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

Estimated Detail of OT - Vacancies/Retirement

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Work Related Injuries

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

Line Item Narrative

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

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

¹Contractual obligation for apparatus staffing.

²Contractual obligation for apparatus staffing.



City of Auburn

Fire

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Meetings	Total	5,000	14,425	6,425
OT - Funeral Leave	Total	2,500	5,000	5,000
OT - Multiple Alarms	Total	9,208	9,208	6,000

Estimated Detail of OT - Meetings

OT - Meetings	OT Rate	Hours	Dept. Request	Council Adopted
EMS Meetings	\$ 43.71	11	\$ 481	\$ 481
Health & Safety Monthly Meetings (Average 6 FF's)	\$ 43.71	82	\$ 3,584	\$ 2,084
Joint AFD/LFD Projects; Senior Staffing Meetings ¹	\$ 43.71	183	\$ 8,000	\$ 1,500
SMT Monthly Meetings (Average 4 FF's)	\$ 43.71	54	\$ 2,360	\$ 2,360
		330	\$ 14,425	\$ 6,425

Estimated Detail of OT - Funeral Leave

Actual expenses may vary according to changing circumstances

OT - Funeral Leave ²	FY 13 Occurrences	Dept. Request	Council Adopted
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	Council Adopted
Multiple Alarms	\$33.45	10	13	3	390	\$ 9,208	\$ 6,000
						\$ 9,208	\$ 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. In FY13, we had 10 multiple alarms with an average of 13 firefighters responding with an average of 3 hours per firefighter. This amounts to 390 overtime hours per year at a rate of \$33.45. For FY13 the expended cost for this account was \$13,786.

¹Matrix recommendation.¹Matrix recommendation.



City of Auburn

Fire

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Pump team	Total	-	-	-
PS - General	Total	1,760	3,350	2,350

Estimated Detail of OT - Pump team

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Qty	Dept. Request	Council Adopted
Annual 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	\$ 2,000	\$ 1,000
Retirement Plaques	6	\$ 240	\$ 240
		\$ 3,350	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - Uniform Cleaning	Total	6,610	210	210
Office Supplies	Total	4,150	14,650	12,650

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Supplies	\$ 4,650	\$ 2,650
Record management computer program	\$ 10,000	\$ 10,000
	<u>\$ 14,650</u>	<u>\$ 12,650</u>

Line Item Narrative

Purchased Services - Uniform Cleaning: Laundering bed sheets, pillow cases, blankets and towels, as well as the cost of biohazard gear and uniforms that must be sent to a specific cleaner for specialized cleaning.

Office Supplies: This account funds the general office supplies such as paper, pens, folders, binders, ink cartridges, toner, calendars, office equipment, etc. Paper costs will now be included in the department's expenses as of FY15.

¹Maine BLS requirement.



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Fire Prevention	Total	2,935	10,460	8,460
Other Sup - Maintenance	Total	5,465	16,365	6,865

Estimated Detail of Other Sup - Fire Prevention

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Fire Prevention		
Inspection Report Forms	\$ 150	\$ 150
Citizen's Fire Academy Supplies	\$ 2,400	\$ 2,400
Fire Investigation Supplies	\$ 1,120	\$ 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	\$ 1,000	\$ 750
Fire Prevention Month School Coloring Contest (t-shirts, calend	\$ 1,000	\$ 750
Fire Prevention Education Supplies	\$ 2,300	\$ 1,300
	\$ 10,460	\$ 8,460

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Maintenance		
AC Unit	\$ 125	\$ 125
Cleaning Supplies	\$ 1,300	\$ 1,300
Floor Wax	\$ 450	\$ 450
Hose/Nozzles	\$ 300	\$ 300
Light Bulbs	\$ 200	\$ 200
Linens, towels, laundry supplies	\$ 1,200	\$ 1,200
Misc Kitchen Utensils - bowls, knives, cups, etc.	\$ 200	\$ 200
Paint, Furniture and Linens for the Stations	\$ 11,000	\$ 1,500
Paper Towels/Toilet Paper	\$ 1,290	\$ 1,290
Vacuum Cleaner/Shop Vacuum	\$ 300	\$ 300
	\$ 16,365	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Pump Team	Total	-	-	-
Other Sup - Fire Training	Total	6,138	7,500	6,138

Estimated Detail of Other Sup - Pump Team

Actual expenses may vary according to changing circumstances

Other Sup - Pump Team	Dept. Request	Council Adopted
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

Other Sup - Fire Training	Qty	Dept. Request	Council Adopted
Brannigan's Building Construction for the Fire Service	3	\$ 270	
Class A Foam for Training Purposes		\$ 2,200	
Compressed Air Foam Systems Manual	3	\$ 170	
CPR Cards	60	\$ 150	
Driver/Operator for Aerial Apparatus Manuals	4	\$ 200	
Driver/Operator for Pumping Apparatus Manuals	4	\$ 200	
Fire Officer Bundle	4	\$ 490	
Fire Officer I and II Exam Prep Manuals	3	\$ 120	
Firefighter I and Firefighter II Exam Prep Manuals	3	\$ 120	
Flash Drives for New Firefighters	4	\$ 80	
Fundamentals of Firefighter Skills Bundle	4	\$ 620	
Hydrant & Street Maps		\$ 100	
Instructor's Curriculum for Driver/Operator	1	\$ 600	
Liquid Smoke for Smoke Machine	8	\$ 640	
New Probationary FFs Initial Material Package & Fire Officer Package	8	\$ 960	
Projector for Classroom		\$ -	
Training Videos	3	\$ 580	
		\$ 7,500	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Medical	Total	14,750	22,671	9,750

Estimated Detail of Other Sup - Medical

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Medical		
Airway Supplies ¹	\$ 500	
Board & Straps ¹	\$ 1,500	
Diagnostic Equipment ¹	\$ 500	
Diagnostic Thermometers ¹	\$ 500	
EMS Room Building Materials	\$ 250	
EMS Trauma Bags	\$ 900	
Epinephrine Pen Replacements ¹	\$ 985	
Glucometer Strips - Boxes ¹	\$ 500	
Ice Commander Cold Water Rescue Suits ²	\$ 3,000	
IV Warmers ¹	\$ 350	
Keds ¹	\$ 336	
Mannequins	\$ 3,000	
Miscellaneous Supplies	\$ 250	
Monitor Supplies ¹	\$ 4,000	
Nitrile Gloves - Boxes ¹	\$ 3,000	
Oxygen ¹	\$ 2,500	
Patient Information Pads	\$ 250	
ResQmax Pelican Case	\$ -	
Storage Containers	\$ 350	
Trauma Shears and Pen Lights	\$ -	
	\$ 22,671	\$ 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 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Small Tools	Total	11,920	41,545	12,500

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

	QTY	Dept. Request	Council Adopted
Other Sup - Small Tools			
100' x 4" Hose with Storz Couplings		\$ 12,000	
50' x 1 3/4" Attack Hose		\$ 720	
100' x 1 3/4" Attack Hose		\$ 3,600	
100' x 2 1/2" Attack Hose		\$ 3,000	
100' x 1 3/4" High Rise Attack Hose		\$ 1,600	
Accountability Name Tags/Helmet Shields ¹		\$ 400	
Bolt Cutters	2	\$ 280	
Collapsible Backpack Pump Extinguishers	10	\$ 2,000	
Door Opener Tool		\$ -	
Equipment Structural Tool		\$ 3,000	
Forestry Pump		\$ 1,000	
Forestry Tools		\$ 2,500	
Hose Nozzle - 1 1/2" Nozzle w/ 15/16" Tips	4	\$ 2,600	
Hose Nozzle - 2 1/2" Nozzle w/ Playpipe and Tip	4	\$ 4,000	
Hydrant Assist Valves		\$ 1,400	
Rope Rescue Equipment ²			
Steel/Aluminum Carabineers		\$ 910	
Storage Bags		\$ 560	
Water Rope		\$ 250	
Webbing		\$ 125	
Salvage Covers	8	\$ 200	
Sawzalls	4	\$ 1,400	
		\$ 41,545	\$ 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

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Other	Total	5,658	20,240	6,185

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

Other Sup - Other	Dept. Request	Council Adopted
Abrasive Gut-Off Blades	\$ 150	
Barricade Tape	\$ 375	
Batteries for flashlights, pagers, misc.	\$ 1,080	
Chem Guard Tape	\$ 90	
Class A Foam (5 gallon pails)	\$ 3,300	
Class B Foam (5 gallon pails)	\$ 1,500	
Collapsible Traffic Cones ¹	\$ 500	
Flashlights	\$ 720	
Gated Wyes	\$ 2,880	
Gloves	\$ 360	
Hazardous Materials Division Supplies	\$ 6,945	
LDH Hose Testing Manifold w/Dual Inlet	\$ -	
Lightbox	\$ 400	
MAST Slings for RIT Kit	\$ 150	
Piston Intake Valves	\$ 1,300	
Rescue Support Air Hose	\$ 490	
	\$ 20,240	\$ 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

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain	Total	9,500	13,040	6,230
MV Sup - Gas & Oil	Total	5,440	5,120	5,120

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain		
Chief's Vehicle	\$ -	
E315 Platoon Chief's Vehicle	\$ -	
Engine 1 (spare apparatus)	\$ -	
Engine 2	\$ 2,755	\$ 2,755
Engine 3	\$ 2,755	\$ 2,755
Engine 5	\$ 2,755	\$ -
Mounting Fee (\$18/tire)	\$ 540	\$ 540
Rescue 1	\$ -	
Tower 1	\$ 4,055	\$ -
Unit 316 Pick-up Truck	\$ -	
Unit 317 Utility Truck	\$ -	
Unit 319 Car	\$ -	
Unit 322 FPO's Vehicle	\$ 180	\$ 180
	\$ 13,040	\$ 6,230

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Price/Gallon	Gallons	Dept. Request	Council Adopted
MV Sup - Gas & Oil				
Gasoline	\$ 3.20	1,600	\$ 5,120	\$ 5,120
			\$ 5,120	\$ 5,120

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Water/Sewer	Total	5,262	6,394	6,395
Comm - Telephone	Total	8,210	8,585	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	Council Adopted
<u>Water</u>	10%				
Central Station		\$ 1,000.00	\$ 100.00	\$ 1,100	\$ 1,100
E2 Station		\$ 248.00	\$ 24.80	\$ 273	\$ 273
E5 Station		\$ 385.00	\$ 38.50	\$ 424	\$ 424
<u>Sewer</u>	10%				
Central Station		\$ 2,849.00	\$ 284.90	\$ 3,134	\$ 3,134
E2 Station		\$ 528.00	\$ 52.80	\$ 581	\$ 581
E5 Station		\$ 803.00	\$ 80.30	\$ 883	\$ 883
				\$ 6,394	\$ 6,395

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Qty	Dept. Request	Council Adopted
Air Cards	7	\$ 4,800	\$ 4,800
Cell Phones	2	\$ 1,500	\$ 1,500
Chief's Cell Phone Stipend		\$ 910	\$ 910
Long Distance Charges		\$ 500	\$ 300
Telephone Line Charges	3	\$ 875	\$ 875
		\$ 8,585	\$ 8,385

Line Item Narrative

Utilities - Water/Sewer: This reflects a 10% increase.

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. Each line is \$24 plus the above monthly fees.



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Natural Gas	Total	5,797	50,797	40,797
Utilities - Electricity	Total	40,615	40,000	35,000

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

	Percent Increase	FY14 Est Expense	Increase	Dept. Request	Council Adopted
Utilities - Natural Gas					
Natural Gas-Engine 2 Station	5.0%	\$ 4,000		\$ 5,797	\$ 5,797
Natural Gas-Central Station	5.0%	\$ 4,000		\$ 45,000	\$ 35,000
				\$ 50,797	\$ 40,797

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	Percent Increase	FY14 Est Expense	Increase	Dept. Request	Council Adopted
Utilities - Electricity					
Central Station	10.0%		\$ -	\$ 29,000	\$ 24,000
E2 Station			\$ -	\$ 2,500	\$ 2,500
E5 Station			\$ -	\$ 8,500	\$ 8,500
		<u>\$35,000</u>		\$ 40,000	\$ 35,000

Line Item Narrative

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

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



City of Auburn

Fiscal Year 2015
Adopted 6.16.2014

Fire

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Bottled Gas	Total	954	900	900
Utilities - Heating Fuel	Total	18,700	19,250	18,250
Utilities - Diesel	Total	79,350	44,160	43,160

Estimated Detail of Utilities - Bottled Gas

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
Utilities - Heating Fuel				
Engine 5--Center Street	\$ 3.50	5,500	\$ 19,250	\$ 18,250
			\$ 19,250	\$ 18,250

Estimated Detail of Utilities - Diesel

Actual expenses may vary according to changing circumstances

	Price/Gallon	Gallons	Dept. Request	Council Adopted
Utilities - Diesel				
Central Station	\$ 3.45	12,800	\$ 44,160	\$ 43,160
			\$ 44,160	\$ 43,160

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Buildings	Total	19,660	31,935	26,435

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Dept. Request	Council Adopted
Annual Boiler Certificates	\$ 390	\$ 390
Ant Extermination	\$ 1,000	\$ 750
Diesel Exhaust Repairs & Maintenance	\$ 1,000	\$ 750
Light Replacement & Repairs (Efficiency Maine - Central Fire Replacements)	\$ 12,975	\$ 12,975
Misc Repairs & Maintenance to Boilers/General Plumbing	\$ 8,500	\$ 4,000
Overhead Door Repairs & Maintenance	\$ 1,530	\$ 1,530
Repairs to Driveways	\$ 1,000	\$ 750
Repairs to Roof	\$ 1,000	\$ 750
Repairs to Underground Tanks	\$ 2,400	\$ 2,400
Repairs - Training Building	\$ 2,140	\$ 2,140
	\$ 31,935	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	68,175	69,875	56,375

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	FY13	Dept. Request	Council Adopted
BC #315 Vehicle Repair (2004 Ford Excursion)	\$ 4,929	\$ 2,500	\$ 1,500
Chief's Vehicle (2012 Ford Explorer)	\$ -	\$ 100	\$ 100
Engine 1 Vehicle Repair (1988 E-One Centry)	\$ 11,381	\$ 5,000	\$ 4,000
Engine 2 Vehicle Repair (New truck)	\$ 6,929	\$ 1,000	\$ 1,000
Engine 3 Vehicle Repair (2006 E-One Cyclone II)	\$ 10,868	\$ 8,500	\$ 5,500
Engine 5 Vehicle Repair (2008 E-One Cyclone)	\$ 17,086	\$ 8,000	\$ 5,000
Engine 6 Vehicle Repair (1995 Central States International)	\$ 1,163	\$ -	\$ -
Grand Marquis Vehicle #319 (2001)	\$ 664	\$ 2,500	\$ -
General Vehicle Repair	\$ 388	\$ 2,000	\$ 2,500
Pickup Truck #3162 Vehicle Repair (2012 Ford F-350)	\$ 583	\$ 100	\$ 100
Pickup Truck #322 Vehicle Repair (1999 F-150)	\$ 1,826	\$ 2,500	\$ 2,000
Pump Certification Repairs	\$ -	\$ 6,000	\$ 6,000
Rescue Boat	\$ -	\$ 1,000	\$ 1,000
Rescue 1 Vehicle Repair (2000 GMC C7500)	\$ -	\$ 1,000	\$ 1,000
Tower 1 Vehicle Repair (2003 KME LoPro Prowler)	\$ 61,991	\$ 28,675	\$ 25,675
Utility Truck #317 Vehicle Repair (1991 Ford F-150)	\$ 148	\$ 1,000	\$ 1,000
	\$ 117,956	\$ 69,875	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	24,000	61,860	45,860

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Dept. Request	Council Adopted
Breathing Air Cascade Repair	\$ 1,510	\$ 1,510
Fire Extinguisher Maintenance and Repairs	\$ 2,000	\$ 2,000
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	\$ 3,760	\$ 2,760
Repairs to hydraulic extrication tools	\$ 1,030	\$ 1,030
SCBA	\$ 45,250	\$ 30,250
Smoke Machine Repairs	\$ 500	\$ 500
Tool Mounting Hardware	\$ 250	\$ 250
	\$ 61,860	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Radio Equipment	Total	4,700	8,000	7,000
Repairs - Maintenance Contract	Total	12,660	14,715	14,715

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

Repairs - Radio Equipment	Dept. Request	Council Adopted
Antennas	\$ 250	\$ 250
Belt Clips	\$ 140	\$ 140
Carry Holders	\$ 80	\$ 80
Headset Repairs	\$ 500	\$ 500
Headsets (Four on each truck)	\$ 1,650	\$ 1,650
Hygiene Kits	\$ 550	\$ 550
Radio Batteries	\$ 1,000	\$ 1,000
Radio Install & Removals from New/Old Vehicles	\$ 1,500	\$ 1,000
Radio Repairs (reprogramming/tune-up)	\$ 1,500	\$ 1,000
Wireless Headsets	\$ 830	\$ 830
	\$ 8,000	\$ 7,000

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

Repairs - Maintenance Contract	Dept. Request	Council Adopted
Air Quality Testing for SCBA Fill Station (Air Tech) ¹	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	30,000	88,965	27,000
Comm - Postage	Total	600	600	600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Qty	Dept. Request	Council Adopted
ACLS Class - 2 yr renewal ¹	6	\$ 1,200	
Admin Training:			
Fire Rescue International (FRI) Conference	3	\$ 8,010	
Fire Dept Instructor's Conference (FDIC)	2	\$ 3,860	
New England Fire, Rescue and EMS Conference		\$ 2,320	
Boat Rescue Program - Outside Instructor		\$ 7,500	
CEU Subscription ¹		\$ 2,100	
Committee Meetings		\$ 7,000	
EMS Licensure Courses	4	\$ 18,600	
Fire Instructor Class	4	\$ 3,000	
Fire Officer Academy		\$ 5,175	
Fire Prevention Officer Training/Classes		\$ 2,000	
Outside Classes/Conferences/Seminars		\$ 1,500	
PALS Class - 2 yr renewal ¹	6	\$ 1,200	
PEPP Class - 2 yr renewal ¹	7	\$ 1,400	
PHTLS Class - 4 yr renewal ¹	12	\$ 2,100	
Rapid Intervention Team Training		\$ 2,000	
Strategic Planning Consultant		\$ 20,000	
		\$ 88,965	\$ 27,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

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

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 16 paramedics and a total of 58 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Seminar Costs	Total	500	500	500
Dues & Subscriptions	Total	3,380	3,740	3,740

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Council Adopted
Accreditation Fee		\$ 50	\$ 50
CLIA Lab Fees (For blood drawing & testing of patients at med calls)		\$ 150	\$ 150
Emergency Medical State of Maine Service License		\$ 220	\$ 220
IAAI		\$ 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. New to this line item is Accreditation Fees. Accreditation is a process to ensure that we are meeting industry best practices, providing superior services, and continually improving.

¹Maine EMS statutory mandates.



City of Auburn

Master List

Fiscal Year 2015

Adopted 06.16.14

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0406 Fire EMS Transport							
Regular Salaries	0	0	0	73,000	73,000	73,000	0%
Fringe Benefits	0	0	0	12,000	12,000	12,000	0%
PS - Professional Fees	0	0	0	163,100	133,100	133,100	0%
Other Sup - Other	0	0	0	61,000	61,000	61,000	0%
Office Supplies	0	0	0	1,000	1,000	1,000	0%
MV Sup - Tires/Tube/Chain	0	0	0	8,000	8,000	8,000	0%
MV Sup - Vehicle Fuel	0	0	0	10,000	10,000	10,000	0%
Repairs & Maint - Vehicles	0	0	0	12,500	12,500	12,500	0%
Vehicle Lease/Purchase	0	0	0	144,500	124,500	124,500	0%
Advertising	0	0	0	2,500	2,500	2,500	0%
Repairs - Maintenance Contract	0	0	0	19,500	19,500	19,500	0%
Other Program Expenses	0	0	0	15,500	15,500	15,500	0%
Comm - Postage	0	0	0	1,000	1,000	1,000	0%
Printing	0	0	0	1,000	1,000	1,000	0%
Public Relations	0	0	0	2,500	2,500	2,500	0%
Communication Equipment	0	0	0	10,000	10,000	10,000	0%
Computer Software/Hardware	0	0	0	2,500	2,500	2,500	0%
Dues & Subscriptions	0	0	0	2,500	2,500	2,500	0%
Contingency 8%	0	0	0	43,368	43,368	43,368	0%
Capital Reserve	0	0	0	135,000	100,000	100,000	0%
TOTAL	-	-	-	720,468	635,468	635,468	0.0%



City of Auburn

Fire EMS

Fiscal Year 2015
Adopted 06.16.14

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	-	73,000	73,000
Fringe Benefits	Total	-	12,000	12,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	<i>Staff</i>	Dept. Request	Council Adopted
Deputy Chief (non-union)	1	\$ 73,000	\$ 73,000
	1	\$ 73,000	\$ 73,000

Estimated Detail of

Actual expenses may vary according to changing circumstances

Fringe Benefits	Dept. Request	Council Adopted
Fringe Benefits	\$ 12,000	\$ 12,000
	\$ 12,000	\$ 12,000

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 2015
Adopted 06.16.14

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

Estimated Detail of PS - Professional Fees

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Professional Fees		
Professional Fees	\$ 163,100	\$ 133,100
	\$ 163,100	\$ 133,100

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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 2015
Adopted 06.16.14

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

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies	Dept. Request	Council Adopted
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	Council Adopted
Tires and Supplies	\$ 8,000	\$ 8,000
	\$ 8,000	\$ 8,000

Estimated Detail of MV Sup - Vehicle Fuel

Actual expenses may vary according to changing circumstances

MV Sup - Vehicle Fuel	Dept. Request	Council Adopted
Gas & Oil	\$ 10,000	\$ 10,000
	\$ 10,000	\$ 10,000

Line Item Narrative

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

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

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



City of Auburn

Fire EMS

Fiscal Year 2015
Adopted 06.16.14

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

Estimated Detail of Repairs & Maint - Vehicle:

Actual expenses may vary according to changing circumstances

Repairs & Maint - Vehicles	Dept. Request	Council Adopted
Repairs & Maint	\$ 12,500	\$ 12,500
	\$ 12,500	\$ 12,500

Estimated Detail of Vehicle Lease/Purchase

Actual expenses may vary according to changing circumstances

Vehicle Lease/Purchase	Dept. Request	Council Adopted
Lease/Purchase Ambulances	\$ 144,500	\$ 124,500
	\$ 144,500	\$ 124,500

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising	Dept. Request	Council Adopted
Advertising	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Line Item Narrative

Repairs/Maintenance Vehicles: This account will fund preventative maintenance of the rescue vehicles as well as any repairs that are necessary.

Vehicle Lease/Purchase: This account will fund the lease or purchase payments for the 3 Rescue Units.

Advertising: This account will fund advertising.



City of Auburn

Fire EMS

Fiscal Year 2015
Adopted 06.16.14

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Maintenance Contract	Total	-	19,500	19,500
Other Program Expenses	Total	-	15,500	15,500
Comm - Postage	Total	-	1,000	1,000
Printing	Total	-	1,000	1,000

Estimated Detail of Repairs - Maintenance Co

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Maintenance Contract		
Service 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	Council Adopted
Other Program Expenses		
Other Program Expenses	\$ 15,500	\$ 15,500
	\$ 15,500	\$ 15,500

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Comm - Postage		
Other Program Expenses	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Estimated Detail of Printing

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Repairs-Maintenance Contracts: This account will fund maintenance contracts on various equipment used by EMS.

Other Program Expenses: This account will fund miscellaneous items not listed separately



City of Auburn

Fire EMS

Fiscal Year 2015
Adopted 06.16.14

Line Items		Last Year	Dept. Request	Council Adopted
Public Relations	Total	-	2,500	2,500
Communication Equipment	Total	-	10,000	10,000
Computer Software/Hardware	Total	-	2,500	2,500
Dues & Subscriptions	Total	-	2,500	2,500

Estimated Detail of Public Relations

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Public Relations	\$ 2,500	\$ 2,500
Public Relations	\$ 2,500	\$ 2,500

Estimated Detail of Communication Equipme

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Communication Equipment	\$ 10,000	\$ 10,000
Communication Equipment	\$ 10,000	\$ 10,000

Estimated Detail of Computer Software/Hardv

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Computer Software/Hardware	\$ 2,500	\$ 2,500
Computer Software/Hardware	\$ 2,500	\$ 2,500

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions	\$ 2,500	\$ 2,500
Dues & Subscription	\$ 2,500	\$ 2,500

Line Item Narrative



City of Auburn

Fire EMS

Fiscal Year 2015

Adopted 06.16.14

Line Items		Last Year	Dept. Request	Council Adopted
Contingency 8%	Total	-	43,368	43,368
Capital Reserve	Total	-	135,000	100,000

Estimated Detail of Contingency 8%

Actual expenses may vary according to changing circumstances

Contingency 8%		Dept. Request	Council Adopted
Contingency		\$ 43,368	\$ 43,368
		\$ 43,368	\$ 43,368

Estimated Detail of Capital Reserve

Actual expenses may vary according to changing circumstances

Capital Reserve		Dept. Request	Council Adopted
Capital Reserve		\$ 135,000	\$ 100,000
		\$ 135,000	\$ 100,000

Line Item Narrative



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0320 Fringe Benefits</i>							
Health Insurance	2,418,389	2,468,124	2,442,198	2,465,840	2,435,840	(32,284)	-1%
FICA/Medicare	495,193	568,909	568,909	566,499	566,499	(2,410)	0%
MSRS Retirement	746,431	733,643	800,000	967,803	967,803	234,160	32%
ICMA Retirement	151,960	192,774	178,000	162,000	162,000	(30,774)	-16%
City Pension	155,683	170,000	168,726	160,000	160,000	(10,000)	-6%
Cafeteria Plan	165,465	187,000	17,000	175,550	175,550	(11,450)	-6%
Life Ins(Retirees)	23,175	23,175	23,175	23,175	23,175	0	0%
Salary Reserves	42,084	53,960	50,000	250,000	250,000	196,040	363%
Health Reimbursement Accour	0	0		174,250	174,250	174,250	0%
TOTAL	4,198,380	4,397,585	4,248,008	4,945,117	4,915,117	517,532	11.8%



City of Auburn

Fringe Benefits

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Health Insurance	Total	2,468,124	2,465,840	2,435,840
FICA/Medicare	Total	568,909	566,499	566,499

Estimated Detail of Health Insurance

Actual expenses may vary according to changing circumstances

Health Insurance	Rate	City Share	Employee Share	Health Ins.	Waivers	Dept. Request	Council Adopted
Non Union	↓	↓	↓	\$ 304,596	\$ 57,132	\$ 361,728	\$ 361,728
MSEA	↓	↓	↓	\$ 395,506	\$ 33,552	\$ 429,058	\$ 429,058
Police	↓	↓	↓	\$ 416,087	\$ 58,413	\$ 474,500	\$ 474,500
Fire	↓	↓	↓	\$ 480,337	\$ 153,108	\$ 633,445	\$ 633,445
Public Works	↓	↓	↓	\$ 467,289	\$ 44,820	\$ 512,109	\$ 512,109
OMC Wellness Program	↓	↓	↓			\$ 55,000	\$ 25,000
						\$ 2,465,840	\$ 2,435,840

Rates - PPO 500	85%		15%	
Single	\$ 561	\$ 477	\$ 84	
Employee/Child	\$ 916	\$ 779	\$ 137	
Family	\$ 1,259	\$ 1,070	\$ 189	

Note: The City's premium is based upon two pools; 50% our own pool, and the other 50% with all other Maine Municipal Association participants. Our premiums increased 2% for calendar year 2014.

Estimated Detail of FICA/Medicare

Actual expenses may vary according to changing circumstances

FICA/Medicare	FICA	FICA OT	Medicare	Medicare OT	Dept. Request	Council Adopted
Non Union	\$ 120,482		\$ 31,971			
MSEA	\$ 95,381	\$ 12,000	\$ 22,307	\$ 6,000		
Police	\$ -		\$ 40,035	\$ 12,000		
Fire	\$ -		\$ 40,391	\$ 18,000		
Public Works	\$ 110,687	\$ 26,000	\$ 24,245	\$ 7,000		
	\$ 326,550	\$ 38,000	\$ 158,949	\$ 43,000		
FICA Percentage	6.20%				\$ 364,550	\$ 364,550
Medicare Percentage	1.45%				\$ 201,949	\$ 201,949
					\$ 566,499	\$ 566,499

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
MSRS Retirement	Total	733,643	967,803	967,803
ICMA Retirement	Total	192,774	162,000	162,000

Estimated Detail of MSRS Retirement

Actual expenses may vary according to changing circumstances

	Debt	MSRS	OT & Other	Dept. Request	Council Adopted
MSRS Retirement					
Non Union		\$ 110,105		\$ 110,105	\$ 110,105
MSEA		\$ 68,806	\$ 9,000	\$ 77,806	\$ 77,806
Police		\$ 229,168	\$ 30,000	\$ 259,168	\$ 259,168
Fire		\$ 335,103	\$ 55,000	\$ 390,103	\$ 390,103
Public Works		\$ 39,527	\$ 15,000	\$ 54,527	\$ 54,527
Pension Obligation	\$ 126,094			\$ 76,094	\$ 76,094
				\$ 967,803	\$ 967,803

Estimated Detail of ICMA Retirement

Actual expenses may vary according to changing circumstances

	Retirement	Overtime	Dept. Request	Council Adopted
ICMA Retirement				
Non Union	\$ 51,500	\$ -		
MSEA	\$ 39,500			
Public Works	\$ 65,000	\$ 6,000		
Employer Contribution	\$ 156,000	\$ 6,000	\$ 162,000	\$ 162,000
			\$ 162,000	\$ 162,000

Line Item Narrative

MSRS: Maine State Retirement increased the employer's contribution from 6.5% to 7.3% for non-public safety employees and 7.9% to 8.3% 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
City Pension	Total	170,000	160,000	160,000
Cafeteria Plan	Total	187,000	175,550	175,550

Estimated Detail of City Pension

Actual expenses may vary according to changing circumstances

City Pension		Dept. Request	Council Adopted
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	Council Adopted
Non Union		\$ 34,200	\$ 34,200
MSEA		\$ 37,600	\$ 37,600
Police		\$ 41,600	\$ 41,600
Fire		\$ 39,650	\$ 39,650
Public Works		\$ 22,500	\$ 22,500
		\$ 175,550	\$ 175,550

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Life Ins(Retirees)	Total	23,175	23,175	23,175
Salary Reserves	Total	53,960	250,000	250,000
Health Reimbursement Account	Total	-	174,250	174,250

Estimated Detail of Life Ins(Retirees)

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Salary Reserves

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Salary Reserves		
	\$ 250,000	\$ 250,000
	\$ 250,000	\$ 250,000

Estimated Detail of Health Reimbursement Account

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Health Reimbursement Account		
	\$ 174,250	\$ 174,250
	\$ 174,250	\$ 174,250

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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0205 Health & Social Services Administration</i>							
Regular Salaries	68,362	81,597	67,125	85,012	85,012	3,415	5%
Office Supplies	307	300	275	300	300	0	0%
Other Sup-Operating	78	800	135	800	800	0	0%
Training & Tuition	85	200	150	200	200	0	0%
Travel-Mileage	30	200	87	200	200	0	0%
Travel-Seminar Costs	0	400	100	400	400	0	0%
Dues & Subscriptions	30	60	60	60	60	0	0%
TOTAL	68,892	83,557	67,932	86,972	86,972	3,415	4.1%



City of Auburn

General Assistance

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	81,597	85,012	85,012
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	Council Adopted
Regular Salaries		
Welfare Director (non-union)	\$ 55,567	\$ 55,567
Case Worker (union)	\$ 29,445	\$ 29,445
	\$ 85,012	\$ 85,012

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup-Operating		
Vouchers	\$ 800	\$ 800
	\$ 800	\$ 800

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	200	200	200
Travel-Seminar Costs	Total	400	400	400
Dues & Subscriptions	Total	60	60	60

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Seminar Costs		
Registration Costs	\$ 400	\$ 400
	\$ 400	\$ 400

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
See Below.	\$ 60	\$ 60
	\$ 60	\$ 60

Line Item Narrative

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

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

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



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0210 Health & Social Services--Assistance</i>							
PA - Electrical	6,772	4,400	7,494	10,032	4,400	0	0%
PA - Medical	4,651	3,754	4,232	8,670	3,754	0	0%
PA - Burial	3,812	1,790	2,892	2,585	1,790	0	0%
PA - Fuel	4,968	3,960	5,110	1,064	1,064	(2,896)	-57%
PA - Provisions	1,538	1,664	1,840	1,664	1,664	0	0%
PA - Rent	130,983	86,190	136,190	115,830	88,774	2,584	2%
PA - Other	4,016	4,224	3,926	4,536	4,536	312	7%
TOTAL	156,740	105,982	161,684	144,381	105,982	-	0.0%



City of Auburn

General Assistance

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PA - Electrical	Total	4,400	10,032	4,400
PA - Medical	Total	3,754	8,670	3,754
PA - Burial	Total	1,790	2,585	1,790

Estimated Detail of PA - Electrical

Actual expenses may vary according to changing circumstances

PA - Electrical	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Electricity Bills	66	\$ 152	\$ 10,032	\$ 4,400
			\$ 10,032	\$ 4,400

Estimated Detail of PA - Medical

Actual expenses may vary according to changing circumstances

PA - Medical	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Medical Supplies	30	\$ 289	\$ 8,670	\$ 3,754
			\$ 8,670	\$ 3,754

Estimated Detail of PA - Burial

Actual expenses may vary according to changing circumstances

PA - Burial	<i>Avg. Applicants</i>	<i>Average Cost</i>	<i>Opening/ Closing</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Burials	3	\$ 795	\$ 200	\$ 2,585	\$ 1,790
				\$ 2,585	\$ 1,790

Line Item Narrative

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

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

Burials: This account is for burial / cremation costs when there is no liable relative or other resource able or available to pay. Included in such 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PA - Fuel	Total	3,960	1,064	1,064
PA - Provisions	Total	1,664	1,664	1,664
PA - Rent	Total	86,190	115,830	88,774

Estimated Detail of PA - Fuel

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PA - Provisions

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PA - Rent

Actual expenses may vary according to changing circumstances

PA - Rent	Avg. Applicants	Average Cost	Dept. Request	Council Adopted
Rental Payments	130	\$ 891	\$ 115,830	\$ 88,774
			\$ 115,830	\$ 88,774

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PA - Other	Total	4,224	4,536	4,536

Estimated Detail of PA - Other

Actual expenses may vary according to changing circumstances

PA - Other	<i>Avg.</i> Applicants	<i>Average</i> Cost	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0125 Human Resources</i>							
Regular Salaries	123,635	123,980	123,980	125,192	125,192	1,212	1%
Longevity Bonus	0	0	0	0	0	0	0%
Other Sup-Operating	177	500	1,000	500	500	0	0%
PS-Professional Development	525	2,000	1,500	2,000	2,000	0	0%
PS - Emp Assist Program	0	850	750	650	650	(200)	-24%
PS - Drug Testing & Physicals	2,999	4,206	4,678	4,206	4,206	0	0%
PS - Testing	570	2,410	750	2,410	2,410	0	0%
Office Supplies	58	400	400	400	400	0	0%
Training & Tuition	617	1,230	1,230	1,230	1,230	0	0%
Advertising	1,700	3,000	2,500	2,000	2,000	(1,000)	-33%
Travel-Mileage	173	300	300	300	300	0	0%
Travel-Seminar Costs	210	450	450	450	450	0	0%
Dues & Subscriptions	250	240	240	240	240	0	0%
TOTAL	130,914	139,566	137,778	139,578	139,578	12	0.0%



City of Auburn

Human Resources

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	123,980	125,192	125,192
Other Sup-Operating	Total	500	500	500
PS - Emp Assist Program	Total	850	650	650
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	Council Adopted
Regular Salaries		
Human Resources Director (non-union)	\$ 80,442	\$ 80,442
Administrative Assistant (non-union)	\$ 44,750	\$ 44,750
	\$ 125,192	\$ 125,192

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
PS - Emp Assist Program		
Employee Assistance Program	\$ 650	\$ 650
	\$ 650	\$ 650

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - Drug Testing & Physicals	Total	4,206	4,206	4,206
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	Council Adopted
PS - Drug Testing & Physicals		
Pre-employment Physicals (Admin)	\$ 632	\$ 632
DOT Random Drug Test	\$ 2,158	\$ 2,158
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
	\$ 4,206	\$ 4,206

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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.

Employee Testing: This account covers the costs of professionally prepared written exams for entry level and promotions specifically designed for the Public Safety Departments. New this year is a request to fund written exams for entry level Fire/EMS candidates for a projected pool of about 80 candidates.



City of Auburn

Human Resources

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Office Supplies	Total	400	400	400
Training & Tuition	Total	1,230	1,230	1,230
Advertising	Total	3,000	2,000	2,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Office Supplies	\$ 400	\$ 400
	\$ 400	\$ 400

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
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 2015
Adopted 6.16.2014

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

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0130 Information & Communication Technology</i>							
Regular Salaries	164,508	168,810	165,360	170,689	170,689	1,879	1%
Longevity Bonus	0	0	0	300	300	300	0%
PS - General	18,388	12,350	10,448	12,400	11,250	(1,100)	-9%
Office Supplies	0	0	0	0	0	0	0%
Other Sup - Operating	732	3,000	8,405	3,000	3,000	0	0%
Other Sup - Computer Hardwa	12,013	26,100	13,140	35,100	28,600	2,500	10%
Repairs - Equipment	3,844	4,000	3,750	4,000	2,500	(1,500)	-38%
Training & Tuition	367	4,020	1,500	4,020	4,020	0	0%
Travel-Mileage	59	200	350	200	200	0	0%
Travel-Seminar Costs	0	1,320	1,400	1,320	1,320	0	0%
Computer Software	5,003	21,350	10,500	33,050	33,050	11,700	55%
Software Licensing	156,736	154,200	160,000	158,900	158,900	4,700	3%
CIP - Computer Software	0	0	0	0	0	0	0%
TOTAL	361,650	395,350	374,853	422,979	413,829	18,479	4.7%



City of Auburn

ICT

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	168,810	170,689	170,689
Longevity Bonus	Total	-	300	300
PS - General	Total	12,350	12,400	11,250

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Regular Salaries			
ICT Manager		\$ 70,000	\$ 70,000
Geospatial Database Manager (25% TIF funded)		\$ 49,467	\$ 49,467
Website Support Technician (citizen engagement coordinator)		\$ 38,500	\$ 38,500
Network Administrator		\$ 63,684	\$ 63,684
		\$ 221,651	\$ 221,651
	TIF Offset	\$ 50,962	\$ 50,962
	Net	\$ 170,689	\$ 170,689

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
PS - General			
Communication Consulting		\$ 3,000	\$ 2,500
Domain Name Registry		\$ 250	\$ 250
Network Consulting		\$ 9,150	\$ 8,500
		\$ 12,400	\$ 11,250

Line Item Narrative

Salaries: See .

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

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



City of Auburn

ICT

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	3,000	3,000	3,000
Other Sup - Computer Hardware	Total	26,100	35,100	28,600
Repairs - Equipment	Total	4,000	4,000	2,500

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
Other Sup - Computer Hardware		
PW Data Collection Tablets and Cases	\$ 1,500	\$ 1,500
Mirroring ESX Host	\$ 12,000	\$ 12,000
7 Tablet computers (City Council Paperless Agendas)	\$ 4,500	\$ -
PC Replacements	\$ 17,100	\$ 15,100
	\$ 35,100	\$ 28,600

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Equipment		
Equipment Repair	\$ 4,000	\$ 2,500
	\$ 4,000	\$ 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 main project include creating complete network redundancy through the purchase and configuration of mirrored virtual hosts. Other projects include handheld data collection units for Public Works and the introduction of tablet computers for the Council. The goal of the Council tablet project is to reduce the use of paper. The Council tablet project will require the installation of a secured wireless network in the Council Chambers which was already approved in last years budget.

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



City of Auburn

ICT

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	4,020	4,020	4,020
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	Council Adopted
Training & Tuition		
HP Data Switch Configuration Training	\$ 2,000	\$ 2,000
ESRI Online Mapping	\$ 1,010	\$ 1,010
ESRI Parcel Fabric Mapping	\$ 1,010	\$ 1,010
	\$ 4,020	\$ 4,020

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
Travel-Seminar Costs		
NEARC	\$ 1,000	\$ 1,000
MMA	\$ 120	\$ 120
MEGUG	\$ 200	\$ 200
	\$ 1,320	\$ 1,320

Line Item Narrative

Training & Tuition: It is important that ICT Staff stay current with technological best practices. This training allows staff to become more knowledgeable in industry trends. HP Data Switch Configuration training will help staff develop the skills to manage the data switches in our organization. This will reduce our reliance on outside vendor services. ESRI Online Mapping and ESRI Parcel Fabric Mapping training courses will help staff to increase usage and recognizing efficiencies in existing software.

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 Nashua, NH, the MMA technology conference in Augusta, and the quarterly Maine GIS Users



City of Auburn

ICT

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Computer Software	Total	21,350	33,050	33,050
Software Licensing	Total	154,200	158,900	158,900

Estimated Detail of Computer Software

Actual expenses may vary according to changing circumstances

Computer Software	Copies	Dept. Request	Council Adopted
MUNIS Employee Self Services		\$ 9,900	\$ 9,900
ESRI ArcGIS Local Government Information Model		\$ 9,300	\$ 9,300
Lucity Parks Management		\$ 4,000	\$ 4,000
Document Scanning and Storage Project		\$ 9,850	\$ 9,850
		\$ 33,050	\$ 33,050

Estimated Detail of Software Licensing

Actual expenses may vary according to changing circumstances

Software Licensing	Dept. Request	Council Adopted
Auto Desk Subscription (Engineering)	\$ 200	\$ 200
CopLogic (APD)	\$ 6,000	\$ 6,000
EnerGov (Permitting, Planning and Licensing)	\$ 18,000	\$ 18,000
ESRI (GIS Software)	\$ 23,000	\$ 23,000
Lucity (Asset Management)	\$ 11,500	\$ 11,500
IMC (Public Safety for Fire and Police)	\$ 20,500	\$ 20,500
MUNIS (Financials, Purchasing, Budgeting)	\$ 57,000	\$ 57,000
Patriot (Computer-Aided Mass Appraisal)	\$ 15,000	\$ 15,000
Endpoint Security	\$ 3,700	\$ 3,700
Website Hosting	\$ 4,000	\$ 4,000
	\$ 158,900	\$ 158,900

Line Item Narrative

Computer Software: This account funds new software acquisitions. The MUNIS Employee Self Service module will allow the City to abandon the existing timesheet process by digitizing the information. This will save on data entry, paper usage and administrative time. This module integrates with our existing enterprise financial software. ArcGIS for Local Government is a software module based on an integrated information model of GIS Datasets, web services, and maps that bring increased usage and services to staff and citizens, thus leveraging our existing data resources. The new Lucity module would be used for managing Parks-related assets and infrastructure through inventory accounting, preventative maintenance schedules, and work order tracking. 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.

Software Licensing: This account funds annual licensing fees associated with the City's major applications. Most licensing fees increase annually by a marginal percentage. A slight increase in the ESRI maintenance reflects an upgrade to our existing agreement. This upgrade will give us unlimited licensing, access to all GIS extensions, unlimited staff training and will keep the City at the forefront of GIS by fully utilizing ESRI on-line mapping services. Endpoint Security purchased as



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0610 Tax Sharing							
Tax Sharing	280,041	270,000	288,593	270,000	270,000	0	0%
TOTAL	280,041	270,000	288,593	270,000	270,000	-	0.0%
0615 Auburn-Lewiston Airport							
Aub-Lew Airport	105,000	105,000	105,000	113,750	105,000	0	0%
TOTAL	105,000	105,000	105,000	113,750	105,000	-	0.0%
0620 LA Growth Council							
LAEGC	160,687	0	160,687	0	0	0	0%
TOTAL	160,687	0	160,687	-	-	-	0.0%
0625 LA Transit Authority							
Lew-Aub Transit	235,496	235,496	235,548	237,021	211,377	(24,119)	-10%
Auburn Only Transportation	0	0	0	-	23,996	23,996	0%
TOTAL	-	0	-	-	235,373	235,373	0.0%
0630 LA 911							
Lew-Aub 911	1,034,595	1,036,409	1,035,381	1,093,533	1,049,386	12,977	1%
TOTAL	1,034,595	1,036,409	1,035,381	1,093,533	1,049,386	12,977	1.3%
Community Little Theater							
Community Little Theater	18,904	0	20,160	0	0	0	0%
TOTAL	18,904	0	20,160	-	-	-	0.0%
0635 LA Arts							
LA Arts	0	0	0	17,064	17,000	17,000	0%
TOTAL	-	0	-	17,064	17,000	17,000	0.0%
TOTAL	1,599,227	1,411,409	1,609,821	1,494,347	1,676,759	265,350	18.8%



City of Auburn

Intergovernmental

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
All Groups	Total	\$ 1,685,089	1,731,368	1,676,759

Estimated Detail of All Groups

Actual expenses may vary according to changing circumstances

	<i>Last Year</i>	Dept. Request	Council Adopted
All Intergovernmental Groups			
Aub-Lew Airport	\$ 105,000	\$ 113,750	\$ 105,000
Community Little Theater	\$ 20,160	\$ -	
Arts & Culture Auburn	\$ -	\$ 17,064	\$ 17,000
LAEGC (see Economic Development)		\$ -	
Lew-Aub 911	\$ 1,035,381	\$ 1,093,533	\$ 1,049,386
Lew-Aub Transit	\$ 235,548	\$ 237,021	\$ 211,377
Auburn Only Transportation	\$ -	\$ -	\$ 23,996
Tax Sharing <i>(See Following Page For Breakdown)</i>	\$ 289,000	\$ 270,000	\$ 270,000
	\$ 1,685,089	\$ 1,731,368	\$ 1,676,759

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

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0140 Legal Services</i>							
PS-Legal	46,460	100,000	80,000	85,000	65,000	(35,000)	-35%
TOTAL	46,460	100,000	80,000	85,000	65,000	(35,000)	-35.0%



City of Auburn

Legal

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS-Legal	Total	100,000	85,000	65,000

Estimated Detail of PS-Legal

Actual expenses may vary according to changing circumstances

PS-Legal		Dept. Request	Council Adopted
Legal Services		\$ 42,500	\$ 42,500
Legal Services-Reserve Fund		\$ 42,500	\$ 22,500
		\$ 85,000	\$ 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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0230 Public Library</i>							
Public Library	954,836	927,237	927,237	942,407	941,192	13,955	2%
TOTAL	954,836	927,237	927,237	942,407	941,192	13,955	1.5%



City of Auburn

Library

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Public Library	927,237	942,407	941,192

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

Public Library	FY14	FY15	Change (FY15-FY14)	Dept. Request	Council Adopted
<u>Revenues</u>					
City of Auburn	\$ 927,237	\$ 942,407	\$ 15,170	\$ 942,407	\$ 941,192
Donations	\$ 74,400	\$ 76,651	\$ 2,251		
Endowment Income	\$ 55,988	\$ 55,988	\$ -		
Investment Earnings	\$ 21,343	\$ 21,364	\$ 21		
Other	\$ 86,638	\$ 86,738	\$ 100		
	<u>\$ 1,165,606</u>	<u>\$ 1,183,148</u>	<u>\$ 17,542</u>		
<u>Expenses</u>					
Automation Expense	\$ 13,209	\$ 13,800	\$ 591		
Commodities	\$ 26,200	\$ 26,050	\$ (150)		
Financial	\$ 23,550	\$ 23,550	\$ -		
Insurance	\$ 10,138	\$ 10,138	\$ -		
Library Materials	\$ 90,565	\$ 94,100	\$ 3,535		
Maintenance	\$ 93,055	\$ 94,097	\$ 1,042		
Miscellaneous	\$ 1,700	\$ 1,700	\$ -		
Personnel	\$ 820,009	\$ 828,713	\$ 8,704		
Personnel Development	\$ 2,500	\$ 3,000	\$ 500		
Programs	\$ 13,680	\$ 14,700	\$ 1,020		
Utilities	\$ 71,000	\$ 73,300	\$ 2,300		
	<u>\$ -</u>	<u>\$ 1,165,606</u>	<u>\$ 1,183,148</u>	<u>\$ 942,407</u>	<u>\$ 941,192</u>

Line Item Narrative

Library: See Above.



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0105 Mayor and Council</i>							
Regular Salaries	16,600	16,600	16,600	16,600	16,600	0	0.0%
PS - General	22,380	32,000	32,000	35,500	35,500	3,500	10.9%
Office Supplies	495	0	650	500	500	500	0.0%
Travel-Mileage	0	200	200	200	200	0	0.0%
Dues & Subscriptions	49,793	22,279	22,615	25,732	25,732	3,453	15.5%
Communication - Tel	0	0	0	0	0	0	0.0%
Joint Services	0	0	0	0	0	0	0.0%
TOTAL	89,268	71,079	72,065	78,532	78,532	7,453	10.5%



City of Auburn

Mayor & Council

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	16,600	16,600	16,600
PS - General	Total	32,000	35,500	35,500
Office Supplies	Total	-	500	500

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Regular Salaries			
Mayor	Mayor	\$ 4,000	\$ 4,000
City Councilors	Wards 1-5	\$ 12,600	\$ 12,600
		\$ 16,600	\$ 16,600

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
PS - General			
Community Event Registration (LAEGC, Chamber, ABA)		\$ 2,000	\$ 2,000
Annual City Audit		\$ 26,500	\$ 26,500
Community/Employee Recognition		\$ 3,500	\$ 3,500
Council Dinners, Chamber Breakfasts, Water, etc.		\$ 3,500	\$ 3,500
		\$ 35,500	\$ 35,500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Regular Salaries: Established by Charter.

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



City of Auburn

Mayor & Council

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	200	200	200
Dues & Subscriptions	Total	22,279	25,732	25,732
Joint Services	Total	-	-	-

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
Maine Development Foundation	\$ 350	\$ 350
Maine Service Center Coalition	\$ 2,767	\$ 2,767
Mayor's Coalition	\$ 1,000	\$ 1,000
Maine Municipal Association	\$ 21,615	\$ 21,615
	\$ 25,732	\$ 25,732

Estimated Detail of Joint Services

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0220 Planning and Permitting</i>							
Regular Salaries	396,126	416,557	445,363	459,519	429,519	12,962	3%
Longevity Bonus	300	0	0	0	0	0	0%
Uniform Allowance	667	900	900	1,350	1,000	100	11%
OT - Regular	2,921	6,006	4,500	6,858	6,858	852	19%
PS - General	0	3,000	2,500	83,000	4,500	1,500	60%
Reports, Printing, & Binding	0	0	0	0	0	0	0%
Office Supplies	689	1,200	1,110	1,200	1,200	0	0%
Other Sup - Operating	538	2,500	2,300	2,500	2,000	(500)	-22%
Other Sup - Safety Equipment	706	2,015	2,000	3,015	3,015	1,000	50%
MV Sup - Tires/Tube/Chain	0	900	0	1,200	900	0	0%
MV Sup - Gas & Oil	4,334	4,856	4,823	4,856	4,856	0	0%
Comm - Telephone	2,637	4,710	3,930	4,710	4,710	0	0%
Utilities - Electricity	285,774	303,075	301,565	313,575	313,575	10,500	3%
Repairs - Vehicles	2,196	1,755	1,500	1,755	1,755	0	0%
Repairs - Equipment	1,064	3,500	1,500	5,500	5,500	2,000	133%
Repairs - Street Lights	1,423	5,400	3,500	5,600	4,600	(800)	-23%
Repairs - Traffic Signal Maint	1,968	11,306	12,695	11,506	11,506	200	2%
Training & Tuition	645	2,400	1,836	3,400	3,000	600	33%
Advertising	1,436	2,400	2,241	2,400	2,400	0	0%
Travel-Mileage	259	500	400	500	500	0	0%
Travel-Seminar Costs	530	1,350	1,200	1,600	1,600	250	21%
Dues & Subscriptions	1,057	900	1,167	1,500	1,500	600	67%
TOTAL	705,270	775,230	795,030	915,544	804,494	29,264	3.8%



City of Auburn Planning

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	416,557	459,519	429,519
Longevity Bonus	Total	-	-	-
Uniform Allowance	Total	900	1,350	1,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Total Staff	Dept. Request	Council Adopted
Administrative Assistant		1	\$ 40,383	\$ 40,383
Building / Code Compliance Officer/ Plumbing Inspector		1	\$ 56,054	\$ 56,054
City Electrician		1	\$ 63,130	\$ 63,130
Planner / Land Use Code Compliance Officer		1	\$ 56,000	\$ 56,000
Electrician I		1	\$ 54,345	\$ 54,345
Electrician II (reinstatement)			\$ 30,000	\$ -
Information Assistant		1	\$ 24,449	\$ 24,449
Land Use/Construction Inspector/Code Compliance Officer		1	\$ 45,900	\$ 45,900
Planning Director (50% paid by TIF)		1	\$ 65,000	\$ 65,000
Sanitarian / Code Compliance Officer		1	\$ 56,758	\$ 56,758
		9	\$ 492,019	\$ 462,019
	TIF Offset		\$ 32,500	\$ 32,500
		Net	\$ 459,519	\$ 429,519

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

Uniform Allowance	Staff	Cost	Dept. Request	Council Adopted
Electrical Employees Uniforms	3	\$ 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 10, 2014 for non union personnel. The substantial increase in wages is for reinstatement of an entry level electrician for the the Electrical Division and Union contracted wage increases. The electrical position will bring the Division back to three staff and allow for the repair and maintenance of Municipal Roadway Lighting, fire alarm and other electrical infrastructure.

Longevity: For the upcoming fiscal year no employees are due to have a longevity bonus payout.

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



City of Auburn Planning

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Regular	Total	6,006	6,858	6,858
PS - General	Total	3,000	83,000	4,500
Office Supplies	Total	1,200	1,200	1,200

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	Hours	Avg O/T Rate	Est. Overtime	Dept. Request	Council Adopted
OT - Regular					
AFD Electrical Related	24	\$ 42.58	\$ 1,022	\$ 1,022	\$ 1,022
Electrical Events/ Accidents & Dig Safe	14	\$ 42.58	\$ 596	\$ 596	\$ 596
Fire Alarm Maintenance	14	\$ 42.58	\$ 596	\$ 596	\$ 596
Fire Alarm Resets	14	\$ 42.58	\$ 596	\$ 596	\$ 596
On-Call Stipend		\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
Traffic Signal	34	\$ 42.58	\$ 1,448	\$ 1,448	\$ 1,448
	100		\$ 6,858	\$ 6,858	\$ 6,858

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - General		
Contracted Electrical Services (See Below)	\$ 81,500	\$ 3,000
Contracted Electrical Services	\$ 1,500	\$ 1,500
	\$ 83,000	\$ 4,500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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 with in a given year. This year, if approved, it would also fund a Lake Auburn ordinance, filtration and development assessment and determine if changes are prudent. If the Council chooses not to pursue the Lake Auburn Assessment a portion should be retained for East Auburn Neighborhood pedestrian design (40k).

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 2015
Adopted 6.16.2014

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

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating	Dept. Request	Council Adopted
	\$ 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	Council Adopted
	\$ 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: Added \$1,000 to fund one additional electrician's safety wear and equipment. This account funds both Federal and State OSHA requirements mandated for all employees as well as NFPA 70E standards for electrical workers. Examples of the equipment purchased include hard hats, PPE for electricians, safety glasses, ear protection devices and reflector vests for safety equipment, electric insulated footwear and hard hats, face shields, FR clothing, rescue fall equipment.



City of Auburn Planning

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain	Total	900	1,200	900
MV Sup - Gas & Oil	Total	4,856	4,856	4,856
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	Council Adopted
		\$ 1,200	\$ 900
		\$ 1,200	\$ 900

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Actual Gallons FY12	Projected Gallons FY13	Price	Dept. Request	Council Adopted
Gasoline, Oil, Filters, etc.	1348	1275	\$ 3.20	\$ 4,080	\$ 4,080
Diesel	60	225	\$ 3.45	\$ 776	\$ 776
				\$ 4,856	\$ 4,856

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Per Month	Dept. Request	Council Adopted
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 need 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Electricity	Total	303,075	313,575	313,575
Repairs - Vehicles	Total	1,755	1,755	1,755

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Utilities - Electricity		
City Owned Street Lights	\$ 33,545	\$ 33,545
Electrical Division Building (Electric Heat)	\$ 9,682	\$ 9,682
Goff Hill Radio Site	\$ 1,794	\$ 1,794
Leased Street Lights	\$ 256,378	\$ 256,378
Traffic Signal Equipment	\$ 12,176	\$ 12,176
	\$ 313,575	\$ 313,575

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	<i>Preventive Maint.</i>	<i>Annual Testing</i>	Dept. Request	Council Adopted
Repairs - Vehicles				
Bucket Truck – Electrical Division	\$ 75	\$ 1,000	\$ 1,075	\$ 1,075
Electrical Service Van – Electrical Division	\$ 70		\$ 70	\$ 70
Ford Focus – Code Enforcement / Inspections	\$ 170		\$ 170	\$ 170
Former Police Cruiser – Code Enforcement / Inspections	\$ 270		\$ 270	\$ 270
Inspection / Service Pick-up Truck - City Electrician	\$ 70		\$ 70	\$ 70
Miscellaneous: Tires, car washes, wiper blades, etc.	\$ 100		\$ 100	\$ 100
			\$ 1,755	\$ 1,755

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 . The CIP item to take ownership of leased street lights could result in substantial savings if implemented but is taking toime as the PUC determines the rules associated with LD1251 and then we negotiate with CMP. The increase is based on projected rate increases when we renegotiate electricity rates in December 2014. We currently have a contract rate that is better than the market rate.

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. We anticipate a slight reduction if the vehicle proposed in the CIP replaces the old police cruiser and an overexpenditure if it is not replaced and we continue to use it.



City of Auburn Planning

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	3,500	5,500	5,500

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Repairs Equipment: The Municipal Fire Alarm system is a 28 mile network looped-system of copper wire throughout the City serving fire alarm transmitters. The program is being evaluated to determine if we should expand the infrastructure to increase earnings. The program is generating approximately \$29,050 per year, and in addition is providing approximately \$3,000 worth of fire alarm service to the City and School respectively. Put another way, if this service did not exist, the City and School would need to purchase this service. The addition is for electronic parts for equipment repair of the fire alarm system. The increase of \$2000 is to replace a generator transfer switch at Goff Hill and we will work with the users of that radio tower (Water/Sewer Dist, Auburn School Buses, State Fire, and Androscoggin County Sherrifs) to split the costs and recoup some of the expense.

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



City of Auburn Planning

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Street Lights	Total	5,400	5,600	4,600
Repairs - Traffic Signal Maint	Total	11,306	11,506	11,506

Estimated Detail of Repairs - Street Lights

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Street Lights		
Municipally Owned Lighting Equipment	\$ 5,600	\$ 4,600
	\$ 5,600	\$ 4,600

Estimated Detail of Repairs - Traffic Signal Maint

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Traffic Signal Maint		
Parts and Replacement	\$ 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 Kittyhawk 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 2015
Adopted 6.16.2014

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

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising Public Notice Hearings	Dept. Request	Council Adopted
	\$ 2,400	\$ 2,400
	\$ 2,400	\$ 2,400

Line Item Narrative

Training & Tuition: Added \$500 to fund new Electrician's anticipated training classes. This account includes the cost of tuition and fees for professional development and required "continued education" for State certified Code Enforcement Officers. The training continues to be mandatory to maintain certification but the State is cutting back on free training. It funds the registration fees for required safety courses, conferences, and seminars for Department staff so that they can maintain mandatory State certifications and are knowledgeable in their fields. On average each of the City's certified Code Enforcement Officers attends approximately 8 to 10 training seminars per year. The training sessions are in the areas of legal issues, 80K actions, building standards, shoreland zoning and plumbing standards (internal & external) to name a few. Training includes (with fees): 3 electricians keeping master electrician licenses updated, training for traffic equipment, New England Building Officials and Inspectors Association, American Planning Association conference, State Planning Office meetings and seminars, and Northern New England Chapter of American Planning Association meetings. The State continues to cut free training opportunities and accessing required training is increasingly difficult within this budget.

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	500	500	500
Travel-Seminar Costs	Total	1,350	1,600	1,600
Dues & Subscriptions	Total	900	1,500	1,500

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Seminar Costs		
Registration Fees	\$ 1,600	\$ 1,600
	\$ 1,600	\$ 1,600

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
Professional Subscriptions	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Line Item Narrative

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

Travel & Seminar Costs: Added \$400 to fund City Electricians EC&M Seminar in FY14 due to code changes proposed by the State. This account funds the cost for staff to attend local and regional training seminars and will fund training for Planning Board members in 2014.

Dues & Subscriptions: Added \$200 over last years request (\$600 over approved) 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.



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0410 Police							
Regular Salaries	2,762,756	2,944,407	2,612,499	3,105,181	3,105,181	160,774	6%
Lateral Transfer-APD	0	0	0	0	0	0	0%
Extra Pay-On Call	10,800	10,400	10,400	10,400	10,400	0	0%
Extra Pay-EMT	0	0	280	0	0	0	0%
Holiday Pay	112,552	108,711	111,270	131,021	131,021	22,310	20%
Longevity Bonus	0	400	600	300	300	(100)	-17%
Educational Incentive	10,602	12,000	8,716	15,180	12,000	0	0%
Sick Leave Incentive	10,177	8,000	5,112	14,500	14,500	6,500	127%
Uniform Allowance	46,878	28,074	30,000	29,195	29,195	1,121	4%
Physicals	1,603	850	2,000	0	0	(850)	-43%
OSHA Safety Costs	1,628	1,430	700	1,430	1,430	0	0%
Volunteers in Police Service	473	750	500	750	750	0	0%
OT - Regular	57,448	16,374	48,000	16,341	16,341	(33)	0%
OT - Vac Replacement	19,814	28,320	38,000	28,320	28,320	0	0%
OT - Sick Replacement	16,172	18,408	33,000	18,408	18,408	0	0%
OT - Mandatory Training	2,296	2,600	3,000	2,600	2,600	0	0%
OT - Outside Jobs	(175)	0	0	0	0	0	0%
OT - Extra Assignments	0	0	0	0	0	0	0%
Extra Pay - On Call	0	0	0	0	0	0	0%
OT - Court	28,669	31,860	32,000	34,170	34,170	2,310	7%
PS - General	7,524	7,545	7,470	7,545	7,545	0	0%
PS - Testing	1,313	2,270	4,500	1,134	1,134	(1,136)	-25%
PS - Animal Control	59,848	63,735	58,000	65,494	50,351	(13,384)	-23%
PS - Uniform Cleaning	20,540	21,060	20,020	21,700	21,700	640	3%
Reports, Printing, & Binding	3,130	1,943	1,482	3,943	3,818	1,875	127%
Office Supplies	1,999	1,500	1,400	2,000	2,000	500	36%
Other Sup - Operating	30,626	13,935	22,000	16,300	14,450	515	2%
MV Sup - Tires/Tube/Chain	13,064	14,796	12,500	15,070	15,070	274	2%
MV Sup - Gas & Oil	96,666	88,000	83,303	92,800	88,000	0	0%
Utilities - Water/Sewer	244	600	1,000	0	0	(600)	-60%
Comm - Telephone	15,445	16,988	14,000	16,488	16,488	(500)	-4%
Utilities - Electricity	684	1,200	11,500	0	0	(1,200)	-10%
Utilities - Heating Fuel	2,047	1,493	3,000	0	0	(1,493)	-50%



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
Repairs - Buildings	73	500	500	500	500	0	0%
Repairs - Vehicles	16,986	13,580	9,700	15,480	14,000	420	4%
Repairs - Equipment	2,825	2,160	5,000	2,610	2,610	450	9%
Repairs - Maintenance Contrac	263	904	1,119	904	904	0	0%
Training & Tuition	27,969	23,400	33,000	23,900	23,400	0	0%
Comm - Postage	1,080	1,000	1,000	1,000	1,000	0	0%
Travel-Seminar Costs	242	3,320	1,200	820	820	(2,500)	-208%
Dues & Subscriptions	5,685	6,070	5,420	6,135	6,135	65	1%
Lease - Vehicles	1,000	1,000	1,000	0	0	(1,000)	-100%
Mobile Radar Replacement	0	0	0	30,000	0	0	0%
Mobile Radios	0	20,000	20,000	39,500	20,000	0	0%
Vehicles	0	70,000	70,000	187,000	43,567	(26,433)	-38%
TOTAL	3,390,946	3,589,583	3,324,191	3,958,119	3,738,108	148,525	4.1%



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Regular Salaries	2,944,407	3,105,181	3,105,181

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Organizational Structure	Sworn	Civilian	Total Staff	Dept. Request	Council Adopted
Administration	2	3	5	\$ 295,357	\$ 295,357
Support Services	18	4	22	\$ 1,118,235	\$ 1,118,235
Patrol	34	0	34	\$ 1,691,589	\$ 1,691,589
	54	7	61	\$ 3,105,181	\$ 3,105,181

Positional Structure	Total Staff	Dept. Request	Council Adopted
Chief	1	\$ 95,460	
Corporal	5	\$ 272,965	
Deputy Chief	1	\$ 80,591	
Detective	4	\$ 225,666	
Lieutenant	5	\$ 350,106	
Non-Sworn	7	\$ 282,680	
Officer	27	\$ 1,173,808	
School Resource Officer	4	\$ 186,117	
Sergeant	7	\$ 437,788	
	61	\$ 3,105,181	\$ -

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, 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 amount reimbursed by other organizations is \$235,182, a \$59,080 increase over last year. The increase in this line item is as a result of filled vacant positions for a full year, negotiated wage increases and the return of a deployed military officer.



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Lateral Transfer-APD	Total	-	-	-
Extra Pay-On Call	Total	10,400	10,400	10,400
Holiday Pay	Total	108,711	131,021	131,021

Estimated Detail of Lateral Transfer-APD

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Extra Pay-On Call

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

Holiday Pay	Days	Staff	Dept. Request	Council Adopted
Police Staff	532	52	\$ 131,021	\$ 131,021
			\$ 131,021	\$ 131,021

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. Based on the applications we receive, we are unable to pre-determine if an officer will be selected as lateral. The department is currently fully staffed. (Statutorial)

On-Call: Detectives are required to be available for critical incidents during off duty hours. Detectives, who rotate each week, receive an additional \$200 when they are on call. (Contractual)

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



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Longevity Bonus	Total	400	300	300
Educational Incentive	Total	12,000	15,180	12,000
Sick Leave Incentive	Total	8,000	14,500	14,500

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Amount	Dept. Request	Council Adopted
7 Years	\$ 300.00	\$ 300	\$ 300
15 Years	\$ 400.00	\$ -	\$ -
25 Years	\$ 500.00	\$ -	\$ -
		\$ 300	\$ 300

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

Educational Incentive	CEU Rate	CEU	Dept. Request	Council Adopted
Tuition Rate (Undergraduate)	\$ 253.00	60	\$ 15,180	\$ 12,000
Tuition Rate (Graduate)	\$ 380.00	0	\$ -	\$ -
			\$ 15,180	\$ 12,000

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	Council Adopted
	50	\$ 290	\$ 14,500	\$ 14,500
			\$ 14,500	\$ 14,500

Line Item Narrative

Longevity Bonus: This account includes the costs of bonuses paid to employees for longevity. The longevity bonus is paid to non-sworn members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries. We have one employee reaching her 7 year anniversary. (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 50. (Contractual)



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Uniform Allowance	Total	28,074	29,195	29,195
Physicals	Total	850	-	-

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Dept. Request	Council Adopted
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	Council Adopted
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. A replacement schedule for bulletproof vests requires the purchase of nine vests this year with another ten needing to be replaced next year. Fifty percent of the cost of the bulletproof vest is reimbursed by a federal grant. (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

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Adopted 6.16.2014

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

Estimated Detail of Volunteers in Police Service

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Volunteers in Police Service		
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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Regular	Total	16,374	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	Council Adopted
Community Events				
Balloon Festival	0	\$ -	\$ -	\$ -
Dempsey Challenge	0	\$ -	\$ -	\$ -
Emily's Run	0	\$ -	\$ -	\$ -
Festival of Lights	0	\$ -	\$ -	\$ -
Heart Walk	0	\$ -	\$ -	\$ -
L/A 5 K	0	\$ -	\$ -	\$ -
LA Arts Du-Athelon	0	\$ -	\$ -	\$ -
Liberty Festival	0	\$ -	\$ -	\$ -
Maine Cycling Club	0	\$ -	\$ -	\$ -
YMCA 5K	0	\$ -	\$ -	\$ -
	0	\$ -	\$ -	\$ -
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	Council Adopted
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 last budget year. (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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
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

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

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

OT - Mandatory Training	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Court	Total	31,860	34,170	34,170
PS - General	Total	7,545	7,545	7,545
PS - Testing	Total	2,270	1,134	1,134

Estimated Detail of OT - Court

Actual expenses may vary according to changing circumstances

OT - Court	Court Overtime Hours	Officer Overtime Rate	Dept. Request	Council Adopted
Court Time	1020	\$ 33.50	\$ 34,170	\$ 34,170
			\$ 34,170	\$ 34,170

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	Council Adopted
Unlimited Cruiser Washes	\$ 7,275	\$ 7,275
Towing	\$ 270	\$ 270
	\$ 7,545	\$ 7,545

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

PS - Testing	Quantity	Price Each	Dept. Request	Council Adopted
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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - Animal Control	Total	63,735	65,494	50,351
PS - Uniform Cleaning	Total	21,060	21,700	21,700

Estimated Detail of PS - Animal Control

Actual expenses may vary according to changing circumstances

PS - Animal Control	Total Cost	Lewiston's Cost 60%	Auburn's Cost 40%	Dept. Request	Council Adopted
Humane Society--\$1.49 Per Capita Fee				\$ 34,352	\$ 34,352
Veterinary ER Services				\$ 1,000	\$ 1,000
Apparel	\$ 245	\$ 147	\$ 98	\$ 98	\$ 98
Cell phone	\$ 360	\$ 216	\$ 144	\$ 144	\$ 144
Claims & Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
FICA-Medicare	\$ 2,530	\$ 1,518	\$ 1,012	\$ 1,012	\$ -
Gas	\$ 4,956	\$ 2,974	\$ 1,982	\$ 1,982	\$ 1,982
Health Insurance	\$ 21,533	\$ 12,920	\$ 8,613	\$ 8,613	\$ -
MainePERS	\$ 10,318	\$ 6,191	\$ 4,127	\$ 4,127	\$ -
Repairs to Vehicle	\$ 240	\$ 144	\$ 96	\$ 96	\$ 96
Retirement Health Savings	\$ 271	\$ 163	\$ 108	\$ 108	\$ -
Tires/tubes	\$ 280	\$ 168	\$ 112	\$ 112	\$ 112
Wages	\$ 33,072	\$ 19,843	\$ 13,229	\$ 13,229	\$ 12,567
Flex Spending	\$ 366	\$ 220	\$ 146	\$ 146	\$ -
Worker's Comp	\$ 1,184	\$ 710	\$ 474	\$ 474	\$ -
	\$ 75,355	\$ 45,213	\$ 30,142	\$ 65,494	\$ 50,351

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

PS - Uniform Cleaning	Dept. Request	Council Adopted
	\$ 21,700	\$ 21,700
	\$ 21,700	\$ 21,700

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. The City also has a shared ACO with the City of Lewiston. ACO costs are shared with Lewiston in a 60/40 split which is determined by calls for service. (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 increase. Requests for Proposals for



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	3,943	3,943	3,818
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	Council Adopted
Criminal Statute Law	30	\$ 25.00	\$ 750	\$ 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	\$ 2,000
Vehicle Release Forms		\$ 80.00	\$ 80	\$ 80
			\$ 3,943	\$ 3,818

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies	Average Purchase	Dept. Request	Council Adopted
95% of All Supplies Are Less Than \$20	\$ 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. We were not funded for this project in FY2014. Archiving is a multi-year project which we hope to have caught up in 2015.

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



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	13,935	16,300	14,450
MV Sup - Tires/Tube/Chain	Total	14,796	15,070	15,070

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Operating		
Equipment Supplies	\$ 6,500	\$ 5,500
Evidence Supplies	\$ 4,000	\$ 3,500
Janitorial Supplies--Miscellaneous	\$ 250	\$ 250
Special Equipment--Miscellaneous	\$ 275	\$ 275
TASER	\$ 1,050	\$ 1,000
Uniform Equipment--Miscellaneous	\$ 3,700	\$ 3,500
Vehicle Supplies--Miscellaneous	\$ 525	\$ 425
	\$ 16,300	\$ 14,450

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Other Supplies - Operating: This account funds operating supplies including: portable radio batteries, flashlights, cases, web and leather gear, pepper spray, ammunition, uniform patches, printer toner, chairs, measuring tapes, digital film developing, investigation supplies, janitorial supplies, road flares, fingerprinting materials, badges, insignia, radio lapel holders, drug test kits, evidence packaging supplies, and notepads for officers. Evidence collection is becoming more sophisticated. The packaging requirements for the submission of forensic evidence for lab analysis are very stringent. The increase in this line is as a result of us purchasing taser supplies from a grant last year but we will need to fund this expense this year.

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

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Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Gas & Oil	Total	88,000	92,800	88,000
Utilities - Water/Sewer	Total	600	-	-
Comm - Telephone	Total	16,988	16,488	16,488

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Vehicles	Gallons	Price / Gallon	Dept. Request	Council Adopted
MV Sup - Gas & Oil					
Patrol Vehicles	12	24,000	\$ 3.20	\$ 76,800	\$ 74,000
Support & Administration	11	5,000	\$ 3.20	\$ 16,000	\$ 14,000
				\$ 92,800	\$ 88,000

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Units	Dept. Request	Council Adopted
Comm - Telephone			
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.

Utilities - Water & Sewer: The council has requested that future utility costs for the PAL Center not be funded.

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Electricity	Total	1,200	-	-
Utilities - Heating Fuel	Total	1,493	-	-
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	Council Adopted
	0	\$ -	\$ -	\$ -
			\$ -	\$ -

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Utilities - Electric: The council has requested that future utility costs for the PAL Center not be funded.

Utilities - Heating Fuel: The council has requested that future utility costs for the PAL Center not be funded.

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



City of Auburn

Police

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Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	13,580	15,480	14,000
Repairs - Equipment	Total	2,160	2,610	2,610

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Vehicles	Preventative	Alignments	Trans- mission	Brakes	Dept. Request	Council Adopted
Patrol	12	\$ 4,524	\$ 572	\$ 1,400	\$ 5,000	\$ 11,496	\$ 10,500
Support & Admin.	11	\$ 1,824	\$ 396		\$ 1,764	\$ 3,984	\$ 3,500
						\$ 15,480	\$ 14,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Quantity	Cost	Dept. Request	Council Adopted
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	\$ 80.00	\$ 1,360	\$ 1,360
Radar Repairs	3	\$ 100.00	\$ 300	\$ 300
Rifle Repairs			\$ 500	\$ 500
Taser Repairs		\$ 450.00	\$ 450	\$ 450
			\$ 2,610	\$ 2,610

Line Item Narrative

Repairs Vehicle: The preventative maintenance performed on the cruisers averages \$6,000 per year for twenty-three vehicles. Approximately \$9,000 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 two older vehicles, which were not funded in the FY2014 budget, caused an increase in repairs as well as an anticipated transmission replacement.

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Maintenance Contract	Total	904	904	904
Training & Tuition	Total	23,400	23,900	23,400

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
Firearms Facility Rental	\$ 300	\$ 300
JPMA - Online Training	\$ 2,900	\$ 2,900
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	\$ 5,000	\$ 4,750
TASER Recertification	\$ 1,200	\$ 1,200
Training Ammunition	\$ 8,000	\$ 7,750
	\$ 23,900	\$ 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 participation 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Postage	Total	1,000	1,000	1,000
Travel-Seminar Costs	Total	3,320	820	820
Dues & Subscriptions	Total	6,070	6,135	6,135

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs	Staff	Cost	Dept. Request	Council Adopted
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	Council Adopted
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 2 of a three year agreement.

Line Item Narrative

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

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

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



City of Auburn

Police

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Mobile Radios	Total	20,000	\$ 39,500	\$ 20,000
Mobile Radar Replacement	Total	-	\$ 30,000	\$ -
Vehicles	Total	70,000	187,000	43,567

Estimated Detail of Mobile Radios

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Mobile Radios		
Mobile Radios	\$ 39,500	\$ 39,500
	\$ 39,500	\$ 39,500

Estimated Detail of Mobile Radar Replacement

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Mobile Radar Replacement		
Radar Replacement	\$ 30,000	\$ 30,000
	\$ 30,000	\$ 30,000

Estimated Detail of Vehicles

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Vehicles				
Cruisers	6	\$ 31,000	\$ 186,000	\$ 124,000
Motorcycles	2	\$ 500	\$ 1,000	\$ 1,000
			\$ 187,000	\$ 125,000

Line Item Narrative

Mobile Radios: This is year 2 of a 3 year mobile radio replacement project. (See CIP for more details)

Mobile Radar Replacement: See CIP for more details.

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 be replaced annually. During the last budget year, only two vehicles were funded. This budget includes two additional vehicles to be replaced.



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
0505 Public Services							
Regular Salaries	2,647,609	2,784,750	2,679,172	2,799,740	2,799,543	14,793	1%
Salary Rec Part-time	4,035	4,000	4,000	6,000	6,000	2,000	50%
Longevity Bonus	0	600	600	0	0	(600)	-100%
Educational Incentive	5,950	8,200	8,200	8,000	8,000	(200)	-2%
Sick Leave Incentive	8,762	11,150	9,318	11,150	11,150	0	0%
Uniform Allowance	33,213	39,629	39,629	40,639	40,639	1,010	3%
Safety Compliance	6,757	8,629	9,835	9,568	9,568	939	10%
OT - Regular	26,586	22,101	17,893	17,893	17,892	(4,209)	-24%
OT - Winter Road Maintenance	178,491	157,604	200,000	184,490	167,718	10,114	5%
OT - Fleet Services	1,570	1,600	1,600	1,600	1,600	0	0%
OT - Recycling	524	0	766	766	0	0	0%
OT - Traffic	1,818	2,584	2,584	0	0	(2,584)	-100%
OT - Sand Removal	0	2,643	2,643	2,651	2,651	8	0%
PS - General	127,402	57,067	56,431	96,295	77,092	20,025	35%
PS - Water Quality Monitoring	15,137	15,206	14,000	15,000	15,000	(206)	-1%
PS - Recording Fee	94	250	200	250	250	0	0%
PS - Snow Removal	8,775	10,200	10,200	46,200	2,000	(8,200)	-80%
PS - Tree Removal	4,560	5,800	5,800	14,800	8,800	3,000	52%
PS - Centerline Striping	42,952	80,000	80,000	84,964	84,964	4,964	6%
Solid Waste Disposal	207,734	257,195	257,195	259,630	391,780	134,585	52%
Solid Waste Collection	430,754	419,796	419,796	430,291	430,291	10,495	3%
Reports, Printing, & Binding	791	3,155	3,000	3,155	3,155	0	0%
Office Supplies	5,182	7,075	3,556	9,960	9,960	2,885	81%
Other Sup - Operating	514	3,750	3,750	2,750	2,750	(1,000)	-27%
Other Sup - Maintenance	38,213	27,700	14,000	35,166	35,166	7,466	53%
Other Sup - Parks/Open Space:	13,742	18,750	16,250	32,750	18,750	0	0%
Other Supplies - Welding	15,228	15,000	15,000	15,000	12,300	(2,700)	-18%
Other Sup - Traffic Paint	1,663	2,432	1,432	5,163	5,163	2,731	191%
Other Sup - Sign Material	14,600	26,800	26,800	35,014	27,014	214	1%
Other Sup - Pre-Mix Asphalt	78,869	103,348	103,348	119,698	103,348	0	0%
Other Sup - Culvert/Basin	11,174	31,155	30,000	40,767	31,154	(1)	0%
Other Sup - Bridge/Fence	2,806	2,500	2,500	5,000	500	(2,000)	-80%
Other Sup - Loam/Seed	11,984	10,000	11,091	12,988	10,000	0	0%
Other Sup - Calcium Chloride	37,537	47,385	47,385	45,705	45,705	(1,680)	-4%
Other Sup - Road Salt	256,281	233,325	260,000	258,426	237,377	4,052	2%
Other Sup - Safety Equipment	12,103	19,278	17,778	17,777	17,177	(2,101)	-12%
Other Sup - Small Tools	10,987	20,820	26,000	21,620	20,820	0	0%
Other Sup - Gravel	74,426	75,773	80,000	80,918	75,773	0	0%
Other Sup - MV Repair	119,382	122,198	129,998	130,499	122,198	0	0%



City of Auburn

Master List

Fiscal Year 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
Other Sup - Equip Repairs	107,777	70,340	70,000	81,375	70,340	0	0%
MV Sup - Tires/Tube/Chain	30,499	66,750	66,750	81,250	66,750	0	0%
MV Sup - Gas & Oil	321,021	336,944	336,944	346,444	346,444	9,500	3%
MV Sup - Plow/Grader Blades	6,115	33,656	33,656	38,684	36,684	3,028	9%
MV Sup - Other	23,227	35,966	22,000	38,200	38,200	2,234	10%
Utilities - Water/Sewer	22,725	9,138	9,138	27,371	27,371	18,233	200%
Comm - Telephone	5,931	8,292	8,292	9,240	9,240	948	11%
Utilities - Electricity	43,147	51,307	38,556	52,468	52,468	1,161	3%
Utilities - Heating Fuel	108,922	95,830	100,000	72,205	72,205	(23,625)	-24%
Repairs - Buildings	61,754	31,000	31,000	28,400	28,400	(2,600)	-8%
Repairs - Vehicles	29,444	38,000	25,000	29,500	29,500	(8,500)	-34%
Repairs - Equipment	20,823	25,660	23,533	19,260	19,260	(6,400)	-27%
Repairs - Radio Equipment	1,472	1,100	2,684	2,500	2,500	1,400	52%
Community Programs	12,650	15,600	15,600	14,800	17,800	2,200	14%
Special Events	0	20,000	20,000	20,000	0	(20,000)	-100%
Training & Tuition	7,599	12,000	11,000	19,615	19,615	7,615	69%
Comm - Postage	408	870	870	900	900	30	3%
Advertising	0	1,000	500	1,000	0	(1,000)	-200%
Travel-Mileage	430	700	500	700	700	0	0%
Travel-Seminar Costs	32	675	600	675	675	0	0%
Dues & Subscriptions	5,668	7,184	7,184	7,084	7,084	(100)	-1%
Leachate Hauling	45,757	46,494	56,293	56,494	56,494	10,000	22%
Crack Sealing	20,000	10,000	9,376	20,000	20,000	10,000	107%
Guardrail Replacement	0	20,000	20,000	20,000	10,000	(10,000)	-50%
TOTAL	5,333,606	5,597,954	5,521,226	5,890,448	5,785,879	187,925	3.4%



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	2,784,750	2,799,740

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	FY 12 Staffing Level	FY 13 Staffing Level	FY 14 Staffing Level	FY 15 Staffing Level	Dept. Request	Council Adopted
Public Services Director	1	1	1	1	\$ 81,600	\$ 81,600
Deputy Director/City Engineer	1	1	1	1	\$ 71,375	\$ 71,375
Operations Manager	2	2	2	2	\$ 126,097	\$ 126,097
Fleet Supervisor	1	1	1	1	\$ 55,000	\$ 55,000
Highway Supervisors	4	4	4	5	\$ 227,843	\$ 227,843
Public Services Planner	0	0	1	1	\$ 35,000	\$ 35,000
Office Manager	1	1	1	1	\$ 46,818	\$ 46,818
Administrative Assistant	2	2	2	2	\$ 77,546	\$ 77,546
Information Assistant	1	1	1	1	\$ 24,940	\$ 24,940
Assistant City Engineer	1	1	1	1	\$ 74,073	\$ 74,073
Project Engineer	1	1	1	2	\$ 90,054	\$ 90,054
Excavation Technician	1	1	1	0	\$ -	\$ -
Parks Superintendant	1	1	0	0	\$ -	\$ -
Assistant Parks Supervisor	0	0	1	1	\$ 49,035	\$ -
Parks Maintenance Workers	5	4	4	4	\$ 105,097	\$ 153,935
Parks & Recreation Director	1	1	0	0	\$ -	\$ -
Recreation Operations Manager	0	0	1	1	\$ 62,425	\$ 62,425
Recreation Program leader	1	1	1	1	\$ 37,886	\$ 37,886
Recreation Specialist	1	1	1	1	\$ 32,473	\$ 32,473
Rec Building Maintenance Tech	1	1	1	1	\$ 39,734	\$ 39,734
Arborist & Arborist Assistant	2	2	2	2	\$ 70,893	\$ 70,893
Building Maintenance	1	1	1	1	\$ 30,997	\$ 30,997
Building Maintenance Tech I	3	3	3	3	\$ 114,768	\$ 114,768
Equipment Operator	16	16	16	16	\$ 455,892	\$ 455,892
Equipment Operator I	4	4	4	4	\$ 157,275	\$ 157,275
Equipment Operator II	10	10	10	10	\$ 380,897	\$ 380,897
Inventory Technician I	1	1	1	1	\$ 37,090	\$ 37,090
Mechanics	6	6	6	6	\$ 237,995	\$ 237,995
Stock Room Attendant	1	1	1	1	\$ 34,476	\$ 34,476
Welders	2	1	1	1	\$ 42,461	\$ 42,461
	72	70	71	72	\$ 2,799,740	\$ 2,799,543

Line Item Narrative

Regular Salaries: Public Services has been combined to include Parks & Recreation, Public Works and Engineering. The Staff maintain 20 plow routes, 515 lane miles, 14 parks, 17 cemeteries, 9 athletic facilities, 50 recreation programs and special events and manage 4 million dollars worth of construction projects.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Salary Rec Part-time	Total	4,000	6,000	6,000
Longevity Bonus	Total	600	-	-
Educational Incentive	Total	8,200	8,000	8,000

Estimated Detail of Salary Rec Part-time

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Salary Rec Part-time	\$ 6,000	\$ 6,000
	\$ 6,000	\$ 6,000

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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

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

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Sick Leave Incentive	Total	11,150	11,150	11,150
Uniform Allowance	Total	39,629	40,639	40,639

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

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Parks	Highway Maint.	Fleet Services	Cost Each	Dept. Request	Council Adopted
Uniform Allowance						
Neoprene Snorkel Gloves		0		\$ 25.00	\$ -	\$ -
Prescription Safety Glasses		10	2	\$ 250.00	\$ 3,000	\$ 3,000
Rain Boots		30	5	\$ 18.00	\$ 630	\$ 630
Rainsuits		19	6	\$ 45.00	\$ 1,125	\$ 1,125
Replacement Gear Bags		5		\$ 19.25	\$ 96	\$ 96
Rubber Work Gloves (12 doz.)		12	3	\$ 24.00	\$ 360	\$ 360
Safety Toe Footwear		0		\$ -		
Steel Toe Hip Boots		2		\$ 50.00	\$ 100	\$ 100
Uniform Allowance		45	11	\$ 570.00	\$ 31,920	\$ 31,920
Waders		3		\$ 110.00	\$ 330	\$ 330
Winter Work Gloves (doz)		12		\$ 43.00	\$ 516	\$ 516
Work Gloves - 3 Pair/EE		11	1	\$ 38.50	\$ 462	\$ 462
Parks & Recreation	6			\$ 350.00	\$ 2,100	\$ 2,100
					\$ 40,639	\$ 40,639

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Safety Compliance	Total	8,629	9,568	9,568
OT - Regular	Total	22,101	17,893	17,892

Estimated Detail of Safety Compliance

Actual expenses may vary according to changing circumstances

	Pre- Employment	Annual Physical Co- Pay	Cost	Dept. Request	Council Adopted
Safety Compliance					
Public Services Personnel	11		\$ 210	\$ 2,310	\$ 2,310
Hepatitis/Titre test	8		\$ 249	\$ 1,992	\$ 1,992
Hearing Conv. Yearly	62		\$ 35	\$ 2,170	\$ 2,170
Respiratory Fit-Tests	43		\$ 72	\$ 3,096	\$ 3,096
				\$ 9,568	\$ 9,568

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	OT Hours	Rate	Dept. Request	Council Adopted
OT - Regular				
Emergency Call-ins	410	\$ 33.14	\$ 13,587	\$ 13,587
Elections	30	\$ 23.40	\$ 702	\$ 702
Special Events	48	\$ 23.40	\$ 1,123	\$ 1,123
Traffic Control Pavement Markings	10	\$ 23.40	\$ 234	\$ 234
Alternative Sentencing	96	\$ 23.40	\$ 2,246	\$ 2,246
			\$ 17,893	\$ 17,892

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.

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.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Winter Road Maintenance	Total	157,604	184,490	167,718
OT - Fleet Services	Total	1,600	1,600	1,600

Estimated Detail of OT - Winter Road Maintenance

Actual expenses may vary according to changing circumstances

	Total Winter Overtime Hours	Amount	Inches of Snow	Storms	Dept. Request	Council Adopted
OT - Winter Road Maintenance Public Service FY 2012-2013	7,440	\$ 178,490	98.5	22	\$ 184,490	\$ 167,718
					\$ 184,490	\$ 167,718

Estimated Detail of OT - Fleet Services

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
OT - Fleet Services	\$ 1,600	\$ 1,600
	\$ 1,600	\$ 1,600

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 Mechanics Row parking garage. Historically this funds an average of 20 storms per year. Parks OT has been added to the total request. Parks budgets \$6,000 per year for winter overtime.

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
OT - Recycling	Total	-	766	-
OT - Traffic	Total	2,584	-	-
OT - Sand Removal	Total	2,643	2,651	2,651

Estimated Detail of OT - Recycling

Actual expenses may vary according to changing circumstances

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

Estimated Detail of OT - Traffic

Actual expenses may vary according to changing circumstances

OT - Traffic	Avg. OT Rate	Hours	Dept. Request	Council Adopted
Traffic Control Pavement Markings			\$ -	\$ -
			\$ -	\$ -

Estimated Detail of OT - Sand Removal

OT - Sand Removal	Avg OT Rate	Hours	Dept. Request	Council Adopted
	26.51	100	\$ 2,651	\$ 2,651
			\$ 2,651	\$ 2,651

Line Item Narrative

Overtime - Recycling: This number reflects the hours that are paid holidays. These figures reflect single stream recycling.

Overtime - Traffic: This account has been transferred to OT-Regular

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - General	Total	57,067	96,295	77,092

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Council Adopted
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)	\$ 4,000	\$ 2,500
Fire Extinguisher Maintenance	\$ 1,436	\$ 1,436
Fuel Tank Annual Inspections	\$ 200	\$ 200
GPS Vehicle Units	\$ 5,328	\$ -
Hazardous Chemicals/Reg. Inventory Fees	\$ 100	\$ 100
Hazardous Material Registration Fees (every 3 years \$150)	\$ -	\$ -
Headstone repair/resetting, cemeteries	\$ 10,000	\$ -
Herbicide Application Program (new)	\$ 20,000	\$ 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	\$ 2,800	\$ -
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
	\$ 96,295	\$ 77,092

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 allows us to avoid the labor intensive and time consuming task of weeding by hand. Equipment Rental (Specialty) increased by \$2,000 to allow for rental of Pneumatic Hammer for ledge removal. Removed \$2,000 from Contractual Ledge blasting. Lease of land amount was consolidated with land lease amounts from PS Snow Removal and PS solid Waste Disposal, causing increase of \$4,000 but reducing the other lines. \$636 was added for maintenance contract for sprinklers and fire extinguishers to incorporate the parks maintenance .



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - Snow Removal	Total	10,200	46,200	2,000
PS - Tree Removal	Total	5,800	14,800	8,800

Estimated Detail of PS - Snow Removal

Actual expenses may vary according to changing circumstances

PS - Snow Removal	Dept. Request	Council Adopted
Intermittent--Bulldozer Rental	\$ 2,000	\$ 2,000
Snow Equipment Rental As Needed (truck & loader)	\$ 8,200	\$ -
Contracted Snow Removal - New Auburn Area	\$ 36,000	\$ -
	\$ 46,200	\$ 2,000

Estimated Detail of PS - Tree Removal

Actual expenses may vary according to changing circumstances

PS - Tree Removal	Stumps (inches)	Occurrence	Cost	Dept. Request	Council Adopted
Crane Rental				\$ 1,000	\$ 1,000
Stump Chipping (140 inches @ \$3 per inch)	1200	40	\$ 1.50	\$ 1,800	\$ 1,800
Tree plantings / Replacement		40	\$ 300.00	\$ 12,000	\$ 6,000
				\$ 14,800	\$ 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.

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 with 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 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
PS - Centerline Striping	Total	80,000	84,964

Estimated Detail of PS - Centerline Striping

Actual expenses may vary according to changing circumstances

	Quantity	Linear Feet	Cost	Dept. Request	Council Adopted
PS - Centerline Striping					
<u>Part I - Fall 2014 Program</u>					
Double Yellow Centerline		70,000	\$ 0.0714	\$ 4,998	\$ 4,998
White & Yellow Edge and lane lines		10,000	\$ 0.0397	\$ 397	\$ 397
White Lane Lines		30,000	\$ 0.0397	\$ 1,191	\$ 1,191
Striping Paving Projects		60,000	\$ 0.0397	\$ 2,382	\$ 2,382
				\$ 8,968	\$ 8,968
<u>Part II - Spring 2015 Program</u>					
Double Yellow Centerline		480,000	\$ 0.0714	\$ 34,272	\$ 34,272
White & Yellow Edge and lane lines		314,860	\$ 0.0397	\$ 12,500	\$ 12,500
White Lane Lines		103,000	\$ 0.0397	\$ 4,089	\$ 4,089
				\$ 50,861	\$ 50,861
Crosswalks Lines		24,702	\$ 0.34	\$ 8,399	\$ 8,399
Crosswalks Piano Keys	760		\$ 6.30	\$ 4,788	\$ 4,788
Stop Bars (12")		3,677	\$ 0.63	\$ 2,317	\$ 2,317
Arrows (single)	604		\$ 9.45	\$ 5,708	\$ 5,708
Arrows (double)	178		\$ 14.18	\$ 2,524	\$ 2,524
RR Crossing Symbol	20		\$ 26.25	\$ 525	\$ 525
Handicap Parking	20		\$ 26.25	\$ 525	\$ 525
Parking Stall Lines		5,000	\$ 0.07	\$ 350	\$ 350
				\$ 25,135	\$ 25,135
TOTAL				\$ 84,964	\$ 84,964

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.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Solid Waste Disposal	Total	257,195	259,630	391,780
Solid Waste Collection	Total	419,796	430,291	430,291

Estimated Detail of Solid Waste Disposal

Actual expenses may vary according to changing circumstances

Solid Waste Disposal	Quantity	Cost/Ton	Dept. Request	Council Adopted
Auburn Curbside Waste Disposal (MMWAC)	7,500	29	\$ 217,500	\$ 235,500
Auburn Residential Drop-Off	600	29	\$ 17,400	\$ 17,400
Dead Animal Disposal			\$ 500	
Dumpster Rental	12	215	\$ 2,580	\$ 2,580
Hazardous Waste Abatement			\$ 500	
Household Hazardous Waste disposal program			\$ 9,000	
Illicit Waste Removal	50	70	\$ 3,500	\$ 3,500
Leaves	200	29	\$ 5,800	\$ 5,800
Recycling Program			\$ -	\$ 102,000
Rolloff Container (rental & transp.)			\$ 1,000	\$ -
Spring Cleanup (50% funded)			\$ -	\$ 25,000
Tires			\$ 1,500	\$ -
Universal Waste Disposal			\$ 350	\$ -
			\$ 259,630	\$ 391,780

Estimated Detail of Solid Waste Collection

Actual expenses may vary according to changing circumstances

Solid Waste Collection	FY 13	Dept. Request	Council Adopted
Private Contract	419,796	\$ 430,291	\$ 430,291
		\$ 430,291	\$ 430,291

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	3,155	3,155	3,155
Office Supplies	Total	7,075	9,960	9,960

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Reports, Printing, & Binding	\$ 3,155	\$ 3,155
Reports, Printing, & Binding	\$ 3,155	\$ 3,155

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Office Supplies	\$ 5,410	\$ 5,410
Office Furniture	\$ 3,000	\$ 3,000
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
	\$ 9,960	\$ 9,960

Line Item Narrative

Reports, Printing & Binding: This account funds the printing costs of items which cannot be done in-house. We will need to print vehicle inspection reports, request forms, door hangers, flyers, and information handouts for Spring and Summer programs. Information 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	3,750	2,750	2,750
Other Sup - Maintenance	Total	27,700	35,166	35,166

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
Other Sup - Maintenance		
Field Operating Supplies	\$ 2,500	\$ 2,500
Facility Operating Supplies	\$ 4,500	\$ 4,500
Rec Operating Supplies	\$ 2,350	\$ 2,350
Rec Janitorial Supplies	\$ 2,600	\$ 2,600
Holiday Lights and Decorations	\$ 3,000	\$ 3,000
Solvents/Paint/Fluids	\$ 3,439	\$ 3,439
Hardware/Fasteners	\$ 9,067	\$ 9,067
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
	\$ 35,166	\$ 35,166

Line Item Narrative

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

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Parks/Open Spaces	Total	18,750	32,750	18,750
Other Supplies - Welding	Total	15,000	15,000	12,300

Estimated Detail of Other Sup - Parks/Open Space

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Parks/Open Spaces		
Cemetery Maintenance Supplies	\$ 2,000	\$ -
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	\$ 6,000	\$ -
Planters	\$ 6,000	\$ -
	\$ 32,750	\$ 18,750

Estimated Detail of Other Supplies - Welding

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Supplies - Welding		
All welding supplies	\$ 15,000	\$ 12,300
	\$ 15,000	\$ 12,300

Line Item Narrative

Other Supplies - Parks/Open Space: See List above.

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Traffic Paint	Total	2,432	5,163	5,163
Other Sup - Sign Material	Total	26,800	35,014	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	Council Adopted
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	Council Adopted
Street Signs (In-house Fabrication)		
Aluminum Blanks	\$ 9,600	\$ 9,600
Channel Posts (3', 8', 10')	\$ 9,000	\$ 9,000
Vinyl Sheeting	\$ 1,000	\$ 1,000
Brackets and Hardware	\$ 3,874	\$ 3,874
Complete Signs (Purchased from Vendor)	\$ 9,740	\$ 1,740
Folding Signs and Barricades	\$ -	
Lumber	\$ 1,000	\$ 1,000
Paint, Misc. Supplies, Barricade Tape	\$ 800	\$ 800
		\$ 35,014
		\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Pre-Mix Asphalt	Total	103,348	119,698	103,348
Other Sup - Culvert/Basin	Total	31,155	40,767	31,154

Estimated Detail of Other Sup - Pre-Mix Asphalt

Actual expenses may vary according to changing circumstances

Other Sup - Pre-Mix Asphalt	Tons	Cost / Unit	Dept. Request	Council Adopted
Summer use of hot mix asphalt	1100	\$ 80.00	\$ 88,000	\$ 71,650
Winter pre-mix cold patch	250	\$ 126.79	\$ 31,698	\$ 31,698
			\$ 119,698	\$ 103,348

Estimated Detail of Other Sup - Culvert/Basin

Actual expenses may vary according to changing circumstances

Other Sup - Culvert/Basin	Size	Quantity	Cost/Ft	Unit	Dept. Request	Council Adopted
Aluminized Culverts	20'	12"	\$ 11.87	\$ 237.40	\$ 1,899	\$ 1,899
Culvert Clamps		12"	\$ 11.87	\$ 237.40	\$ 950	\$ 950
Plastic PVC Culverts	20'	15"	\$ 8.78	\$ 175.60	\$ 3,512	\$ 3,012
	20'	18"	\$ 13.28	\$ 265.60	\$ 5,312	\$ 3,812
	20'	24"	\$ 18.41	\$ 368.20	\$ 2,209	\$ 2,209
	20'	30"	\$ 31.56	\$ 631.20	\$ 2,525	\$ 2,525
	20'	36"	\$ 33.31	\$ 666.20	\$ 2,665	\$ 2,665
	20'	6"	\$ 44.87	\$ 897.40	\$ 3,590	\$ 3,590
Pipes/Underdrain	20'	8"	\$ 2.14	\$ 42.80	\$ -	\$ -
	20'	10"	\$ 3.63	\$ 72.60	\$ -	\$ -
	20'	12"	\$ -	\$ -	\$ -	\$ -
Catch Basin Supplies					\$ -	\$ -
Brick & Cement					\$ 1,279	\$ 1,279
Frames		20	\$ 295.45		\$ 6,300	\$ 3,687
Miscellaneous					\$ 2,085	\$ 1,085
Pre-Cast Basins					\$ 8,442	\$ 4,441
					\$ 40,767	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Bridge/Fence	Total	2,500	5,000	500
Other Sup - Loam/Seed	Total	10,000	12,988	10,000

Estimated Detail of Other Sup - Bridge/Fence

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Bridge/Fence		
Mail box repair, Lumber, Materials, Fence Repair, etc.	\$ 1,500	\$ 500
Used Terminal Guardrail Ends	\$ 1,000	\$ -
Snow Fence Materials	\$ 2,500	\$ -
	\$ 5,000	\$ 500

Estimated Detail of Other Sup - Loam/Seed

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Other Sup - Loam/Seed				
Conservation Mix	25	\$ 80.58	\$ 2,015	\$ 1,500
Construction Fabric	4	\$ 457.00	\$ 1,828	\$ 1,200
Excelsior	50	\$ 35.00	\$ 1,750	\$ 1,250
Fertilizer	25	\$ 8.65	\$ 216	\$ 216
Hay Bales	900	\$ 3.50	\$ 3,150	\$ 2,150
Lime	20	\$ 1.25	\$ 25	\$ 25
Loam	75	\$ 15.00	\$ 1,125	\$ 780
Non Woven Construction Fabric (140N)	2	\$ 400.00	\$ 800	\$ 800
Park Athletic Mix	10	\$ 109.00	\$ 1,090	\$ 1,090
Siltation Control Fence	20	\$ 20.00	\$ 400	\$ 400
Sludge Compost	100	\$ 3.00	\$ 300	\$ 300
Staples (Box)	4	\$ 72.31	\$ 289	\$ 289
			\$ 12,988	\$ 10,000

Line Item Narrative

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

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Calcium Chloride	Total	47,385	45,705	45,705
Other Sup - Road Salt	Total	233,325	258,426	237,377

Estimated Detail of Other Sup - Calcium Chloride

Actual expenses may vary according to changing circumstances

Other Sup - Calcium Chloride	Storms	Gallons / Storm	Gallons / Season	Cost	Dept. Request	Council Adopted
Liquid Calcium						
Winter Use (Pre-wet Rock Salt)	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	FY11	FY12	FY13	FY14 Est	Dept. Request	Council Adopted
Price Per Ton (225/storm)	\$ 63.03	\$ 63.03	\$ 61.53	\$ 64.61		\$ -
Total Cost	\$ 292,619	\$ 252,120	\$ 264,720	\$ 258,426	\$ 258,426	\$ 237,377

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Safety Equipment	Total	19,278	17,777

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment	Quantity	Unit Cost	Dept. Request	Council Adopted
Chaps (tree crew)	6	\$ 70.00	\$ 420	\$ 420
CPR Barrier Shield	0	\$ 25.00	\$ -	\$ -
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
Recreation				
Safety Equipment/Personal Protective Equipment			\$ 600	\$ -
			\$ 17,777	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Small Tools	Total	20,820	21,620	20,820

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

Other Sup - Small Tools	Quantity	Unit Cost	Dept. Request	Council Adopted
Whacker Plate MVC82 Compactor Light			\$ 2,000	\$ 2,000
Fleet Mechanic Specialty tool			\$ 6,000	\$ 6,000
Replacement Tools			\$ 4,800	\$ 4,000
			\$ 12,800	\$ 12,000
Engineering				
DMI			\$ 1,000	\$ 1,000
Small Hand Tools			\$ 500	\$ 500
			\$ 1,500	\$ 1,500
Parks & Recreation				\$ -
Back Pack Leaf Blowers	2	410	\$ 820	\$ 820
Force Leaf Blower	1	1600	\$ 1,600	\$ 1,600
Leaf Vacuum	1	3600	\$ 3,600	\$ 3,600
928 Snow Blower	1	1300	\$ 1,300	\$ 1,300
			\$ 7,320	\$ 7,320
TOTAL			\$ 21,620	\$ 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Gravel	Total	75,773	80,918	75,773
Other Sup - MV Repair	Total	122,198	130,499	122,198

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	Council Adopted
1 1/2" road gravel	800		\$ 11.03	\$ 8,824	\$ 8,824
3/4" crushed gravel	600		\$ 11.29	\$ 6,774	\$ 6,774
4" road gravel	1,500		\$ 10.76	\$ 16,140	\$ 16,140
Crushed Ledge Riprap		300	\$ 17.85	\$ 5,355	\$ 5,355
Crushed Stone		100	\$ 18.90	\$ 1,890	\$ 1,890
PMRAP	4,500		\$ -	\$ -	\$ -
Winter Sand	7,500		\$ 5.25	\$ 39,375	\$ 34,230
Erosion Control Mix	200		\$ 12.80	\$ 2,560	\$ 2,560
				\$ 80,918	\$ 75,773

Estimated Detail of Other Sup - MV Repair

Actual expenses may vary according to changing circumstances

Other Sup - MV Repair	Light Duty	Heavy Duty	Dept. Request	Council Adopted
Brake Systems	\$ 4,785	\$ 16,964	\$ 21,749	\$ 20,000
Charging Systems (Batteries, belts, starters, alternators)	\$ 1,634	\$ 5,793	\$ 7,427	\$ 7,000
Cooling Systems	\$ 2,217	\$ 7,861	\$ 10,078	\$ 10,078
Electrical	\$ 1,400	\$ 4,965	\$ 6,365	\$ 6,000
Engines	\$ 3,034	\$ 15,758	\$ 18,792	\$ 15,000
Exhaust Systems	\$ 1,050	\$ 3,724	\$ 4,774	\$ 4,000
Lights/Mirrors/Wipers	\$ 1,004	\$ 3,558	\$ 4,562	\$ 4,000
Preventative Maintenance	\$ 5,228	\$ 18,536	\$ 23,764	\$ 23,132
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
	\$ 34,473	\$ 96,026	\$ 130,499	\$ 122,198

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Equip Repairs	Total	70,340	81,375	70,340
MV Sup - Tires/Tube/Chain	Total	66,750	81,250	66,750

Estimated Detail of Other Sup - Equip Repairs

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Equip Repairs		
Brake Systems	\$ 7,874	\$ -
Charging Systems (Batteries, belts, starters, alternators)	\$ 8,196	\$ -
Cooling Systems	\$ 7,320	\$ -
Electrical	\$ 1,639	\$ -
Engines	\$ 4,170	\$ -
Exhaust Systems	\$ 819	\$ -
Lights/Mirrors/Wipers	\$ 1,103	\$ -
Preventative Maintenance	\$ 13,869	\$ -
Sweeping Consumables	\$ 17,000	\$ -
Suspension Systems	\$ 9,888	\$ -
Transmissions	\$ 4,097	\$ -
Parks Equipment Repairs	\$ 5,400	\$ -
	\$ 81,375	\$ 70,340

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain		
Tires	\$ 65,750	\$ -
Chains	\$ 15,500	\$ -
	\$ 81,250	\$ 66,750

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.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Gas & Oil	Total	336,944	346,444	346,444
MV Sup - Plow/Grader Blades	Total	33,656	38,684	36,684

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Gallons	Cost / Unit	Dept. Request	Council Adopted
MV Sup - Gas & Oil				
Diesel	76,000	\$ 3.45	\$ 262,200	\$ 262,200
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	\$ 3.20	\$ 52,704	\$ 52,704
			\$ 346,444	\$ 346,444

Estimated Detail of MV Sup - Plow/Grader Blades

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
MV Sup - Plow/Grader Blades				
2 Graders	6	\$ 637.00	\$ 3,822	\$ 3,822
8 Bucket Loaders	8	\$ 582.00	\$ 4,656	\$ 4,656
Plow Bolts			\$ 2,100	\$ 2,100
Replacement of blades on 21 trucks	21	\$ 1,286.00	\$ 27,006	\$ 25,006
			\$ 37,584	\$ 35,584
Parks & Recreation				
Plow Blades			\$ 1,100	\$ 1,100
			\$ 1,100	\$ 1,100
			\$ 38,684	\$ 36,684

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Other	Total	35,966	38,200	38,200
Utilities - Water/Sewer	Total	9,138	27,371	27,371

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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	Council Adopted
Utilities - Water/Sewer						
Hydrant Meter	\$ 214	1	\$ 214	10.0%	\$ 235	\$ 235
Sewer	\$ 151	12	\$ 1,812	10.0%	\$ 1,993	\$ 1,993
Sprinkler	\$ 117	12	\$ 1,404	10.0%	\$ 1,544	\$ 1,544
Water	\$ 62	12	\$ 744	10.0%	\$ 818	\$ 818
					\$ 4,591	\$ 4,591
Parks & Recreation						
Beach (Fair St 2-Quarters)			\$ 399	10.0%	\$ 439	\$ 439
Festival Plaza			\$ 15,745	10.0%	\$ 17,320	\$ 17,320
Hasty Community Center			\$ 2,010	10.0%	\$ 2,211	\$ 2,211
Oak Hill Cemetery			\$ 394	10.0%	\$ 433	\$ 433
Parks Garage			\$ 1,785	10.0%	\$ 1,964	\$ 1,964
Pond Building			\$ 376	10.0%	\$ 414	\$ 414
					\$ 22,780	\$ 22,780
					\$ 27,371	\$ 27,371

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	8,292	9,240	9,240
Utilities - Electricity	Total	51,307	52,468	52,468

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost/Month	Dept. Request	Council Adopted
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
Recreation				
Cell Phones and usage	2	\$ 50	\$ 1,200	\$ 1,200
Long Distance Land Line			\$ 300	\$ 300
			\$ 1,500	\$ 1,500
			\$ 9,240	\$ 9,240

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	Dept. Request	Council Adopted
Public Works Facilities	\$ 39,708	\$ 39,708
Parks & Recreation Facilities		
Fair Street Beach	\$ 295	\$ 295
Festival Plaza (41,000 kWh)	\$ 5,187	\$ 5,187
Fish Hatchery (Tot Lot)	\$ 298	\$ 298
Hasty Armory	\$ 3,300	\$ 3,300
Parks Garage	\$ 3,053	\$ 3,053
Pond Building	\$ 627	\$ 627
	\$ 52,468	\$ 52,468

Line Item Narrative

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

Utilities - Electricity: Per City Electrician in FY12 adjustments were made citywide to lower our electricity costs. FY11 was \$45,000; FY12 went to 38,556. Estimated 10% increase on electricity prices.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Heating Fuel	Total	95,830	72,205	72,205
Repairs - Buildings	Total	31,000	28,400	28,400

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	Units	Cost/Unit	Dept. Request	Council Adopted
Utilities - Heating Fuel				
Natural Gas - PW Garage	26,790	\$ 1.30	\$ 34,827	\$ 34,827
Recreation				
Natural Gas - Hasty Community Center	22,560	\$ 1.30	\$ 29,328	\$ 29,328
#2 Fuel - Pond Building	1,400	\$ 3.50	\$ 4,900	\$ 4,900
Propane - Garage Heat	1,200	\$ 2.10	\$ 2,520	\$ 2,520
Propane - Hasty Kitchen	100	\$ 2.10	\$ 210	\$ 210
Propane - Emergency Tanks (4)	200	\$ 2.10	\$ 420	\$ 420
			\$ 72,205	\$ 72,205

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Buildings		
Boilers, Piping, Overhead Heaters	\$ 4,000	\$ 4,000
Compressor	\$ 1,000	\$ 1,000
Construction Materials (Wood, Steel, Masonry blocks)	\$ 2,500	\$ 2,500
Electrical Supplies	\$ 1,500	\$ 1,500
Generator	\$ 500	\$ 500
HVAC Unit, Exhaust Fans	\$ 1,000	\$ 1,000
Overhead Cranes	\$ 1,000	\$ 1,000
Overhead Doors	\$ 5,000	\$ 5,000
Pressure Washer	\$ 500	\$ 500
Roof	\$ 1,000	\$ 1,000
Windows, Doors	\$ 500	\$ 500
Knight House Shoe Shop roof repairs; flashing/chimney etc	\$ 1,400	\$ 1,400
Miscellaneous repairs to Rec Facilities	\$ 8,500	\$ 8,500
	\$ 28,400	\$ 28,400

Line Item Narrative

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.

In the current year we have 3 over head doors that must be replaced at a total cost of \$15,000.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	38,000	29,500	29,500
Repairs - Equipment	Total	25,660	19,260	19,260

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

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

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

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

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



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Radio Equipment	Total	1,100	2,500	2,500
Community Programs	Total	15,600	14,800	17,800
Special Events	Total	20,000	20,000	-

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

Repairs - Radio Equipment See Below.	Dept. Request	Council Adopted
	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Community Programs

Actual expenses may vary according to changing circumstances

Community Programs	Dept. Request	Council Adopted
Veterans Observances	\$ 2,000	\$ 2,000
Liberty Festival	\$ 10,000	\$ 10,000
Snowmobile Club matching grant money	\$ -	\$ 3,000
First Auburn Seniors	\$ 1,400	\$ 1,400
New Auburn Seniors	\$ 1,400	\$ 1,400
	\$ 14,800	\$ 17,800

Estimated Detail of Special Events

Actual expenses may vary according to changing circumstances

Special Events	Dept. Request	Council Adopted
Special Events (see City Manager's Budget)	\$ 20,000	\$ -
	\$ 20,000	\$ -

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.

Community Programs: \$1400 for Knighthouse roof repairs moved to building repair account. \$600 added to Veterans observances for flags.

Special Events: This account funds special events and supplies, such as Christmas tree lighting, in kind services for the Balloon Festival, Liberty Fest, Dempsey Challenge, etc.



City of Auburn

Public Services

Fiscal Year 2015
Adopted 6.16.2014

Line Items	Total	Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	12,000	19,615	19,615

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Personnel	Cost	Dept. Request	Council Adopted
Administrative Staff Training	2	\$ 500	\$ 1,000	\$ 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
Parks & Recreation				
New England Parks & Recreation Conference			\$ 250	\$ 250
New England Training Institute			\$ 250	\$ 250
MRPA Conference			\$ 250	\$ 250
Professional Development			\$ 2,800	\$ 2,800
			\$ 3,550	\$ 3,550
			\$ 19,615	\$ 19,615

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Postage	Total	870	900	900
Advertising	Total	1,000	1,000	-
Travel-Mileage	Total	700	700	700
Travel-Seminar Costs	Total	675	675	675

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Comm - Postage		
Public Works	\$ 400	\$ 400
Recreation	\$ 500	\$ 500
	\$ 900	\$ 900

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Advertising		
See Below	\$ 1,000	\$ -
	\$ 1,000	\$ -

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Mileage		
Public Works & Parks	\$ 350	\$ 350
Engineering	\$ 150	\$ 150
Recreation	\$ 200	\$ 200
	\$ 700	\$ 700

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Seminar Costs		
Public Services	\$ 675	\$ 675
	\$ 675	\$ 675

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.

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

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 2015
Adopted 6.16.2014

Line Items	Total	Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	Total	7,184	7,084	7,084

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Council Adopted
<u>Licenses:</u>		
55 CDL's renewed each 6th year plus new drivers	\$ 306	\$ 306
Annual Arborist License (Mike, 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 & Recreation:</u>		
Maine Cemetery Assoc.	\$ 25	\$ 25
Maine Recreation & Park Assoc	\$ 175	\$ 175
National Recreation & Park Assoc	\$ 360	\$ 360
BMI Licensing	\$ 320	\$ 320
ASCAP	\$ 320	\$ 320
	\$ 7,084	\$ 7,084

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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Leachate Hauling	Total	46,494	56,494	56,494
Guardrail Replacement	Total	20,000	20,000	10,000
Crack Sealing	Total	10,000	20,000	20,000

Estimated Detail of Leachate Hauling

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Leachate Hauling				
Hauling Fee	3,000,000	\$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
			\$ 56,494	\$ 56,494

Estimated Detail of Guardrail Replacement

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Guardrail Replacement	\$ 20,000	\$ 10,000
	\$ 20,000	\$ 10,000

Estimated Detail of Crack Sealing

Actual expenses may vary according to changing circumstances

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

Line Item Narrative

Leachate Hauling: This account funds a state mandated cost to haul leachate from the ash landfill located near Exit 75 to a disposal location on Goldwaith Road. Other expenses result from the fee for weighing loads on the MMWAC scale, and from fees for disposal into the Auburn Sewerage District manhole.

**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 on 6,000 gallons per load, actual loads are 3,660.

Crack Sealing: 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 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
PS - Water Quality Monitoring	Total	15,206	15,000	15,000
PS - Recording Fee	Total	250	250	250

Estimated Detail of PS - Water Quality Monitoring

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Water Quality Monitoring		
Water Quality Monitoring	\$ 15,000	\$ 15,000
	\$ 15,000	\$ 15,000

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
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 landfill and Gracelawn Road area landfill: sampling, testing and reporting, plus maintenance of well caps and locks.

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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0510 Water & Sewer</i>							
Catch Basin Maintenance Fee	12,500	12,500	12,500	12,500	12,500	0	0%
Public Fire Protection Fee	540,946	546,335	546,335	586,513	586,513	40,178	7%
TOTAL	553,446	558,835	558,835	599,013	599,013	40,178	7.2%



City of Auburn

Water & Sewer

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
Catch Basin Maintenance Fee	Total	12,500	12,500	12,500
Public Fire Protection Fee	Total	546,335	586,513	586,513

Estimated Detail of Catch Basin Maintenance Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Catch Basin Maintenance Fee		
Paid to Auburn Water & Sewer District	\$ 12,500	\$ 12,500
	\$ 12,500	\$ 12,500

Estimated Detail of Public Fire Protection Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Public Fire Protection Fee		
Paid to Auburn Water & Sewer District	\$ 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 2015
Adopted 6.16.2014

Account Title	FY 2013 Actual	FY 2014 Approved	FY 2014 Projected	FY 2015 Dept. Request	FY 2015 Council Adopted	Increase/ Decrease	%
<i>0315 Workers Compensation</i>							
WC Operating Transfer	415,000	431,446	431,446	468,081	468,081	36,635	8%
TOTAL	415,000	431,446	431,446	468,081	468,081	36,635	8.5%



City of Auburn

Workers Compensation

Fiscal Year 2015
Adopted 6.16.2014

Line Items		Last Year	Dept. Request	Council Adopted
WC Operating Transfer	Total	431,446	468,081	468,081

Estimated Detail of WC Operating Transfer

Actual expenses may vary according to changing circumstances

WC Operating Transfer	Dept. Request	Council Adopted
<u>Expenses</u>		
Salaries	\$ 32,396	\$ 32,396
Operating Supplies	\$ 300	\$ 300
Training and Tuition	\$ 200	\$ 200
Mileage	\$ 100	\$ 100
Purchased Services:		
Annual Actuarial	\$ 6,950	\$ 6,950
Third Party Admin - Willis	\$ 28,685	\$ 28,685
Loss Control Services - Willis	\$ 8,640	\$ 8,640
Dues and Subscriptions:		
State Admin Assessment for Self Insurance	\$ 25,000	\$ 25,000
Fee to operate State W/C Board	\$ 3,410	\$ 3,410
Renewal application fee	\$ 400	\$ 400
State Supplemental Benefits Fund	\$ 4,000	\$ 4,000
Claims	\$ 300,000	\$ 300,000
Insurance	\$ 58,000	\$ 58,000
Capital Costs	\$ -	\$ -
Total	\$ 468,081	\$ 468,081

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

Norway Savings Arena Summary

Fiscal Year 2015
Adopted 6.16.2014

Projected Revenues and Expenses for FY15

Actual expenses may vary according to changing circumstances

Norway Savings Bank Arena

	<i>FY14</i>	<i>FY15</i>	<i>Change</i>	Dept. Request	Council Adopted
Total Revenues		\$ 1,221,935		\$ -	\$ 1,221,935
Total Expenses		\$ 1,208,500		\$ -	\$ 1,208,500
Profit (Loss)	\$ -	\$ 13,435	\$ 13,435	\$ -	\$ 13,435

Debt Service

	<i>Principal</i>	<i>Interest</i>	Dept. Request	Council Adopted
			\$ -	\$ -
			\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Ingersoll Arena Revenue Summary

Revenues

	<i>FY14</i>	<i>FY15</i>	<i>Change</i>	Dept. Request	Council Adopted
Ice Rental Income		\$ 753,260		\$ -	\$ 753,260
Sign Advertisements		\$ 233,225		\$ -	\$ 233,225
Programs/Tournaments		\$ 172,450		\$ -	\$ 172,450
Subleased Space		\$ 38,500		\$ -	\$ 38,500
Events/Facility Rentals		\$ 24,500		\$ -	\$ 24,500
	\$ -	\$ 1,221,935	\$ -	\$ -	\$ 1,221,935

Line Item Narrative

Projected Revenues and Expenses:



City of Auburn

Norway Savings Arena Summary

Fiscal Year 2015
Adopted 6.16.2014

Line Items			Last Year	Dept. Request	Council Adopted
Norway Savings Bank Arena	Proposed	Projected			
Ingersoll Arena Expense Summary	FY14	FY15	Change	Dept. Request	Council Adopted
<u>Expenses</u>					
Full Time Employee (Salary and Fringe)	\$ 316,572.00	\$ 277,446.00	\$ (39,126)	\$ 277,446	\$ 277,446
Part-time Salaries		\$ 41,000.00	\$ 41,000	\$ 41,000	\$ 41,000
Insurance Premiums	\$ 7,500.00	\$ 25,000.00	\$ 17,500	\$ 25,000	\$ 17,500
Rent Payment	\$ -	\$ 528,408.00	\$ 528,408	\$ 528,408	\$ 528,408
Advertising	\$ 10,000.00	\$ 12,000.00	\$ 2,000	\$ 12,000	\$ 2,000
Professional Services	\$ 2,500.00	\$ 3,500.00	\$ 1,000	\$ 3,500	\$ 1,000
Utilities-Total		\$ 209,146.00			
Repairs - Buildings	\$ 2,500.00	\$ 5,000.00	\$ 2,500	\$ 5,000	\$ 2,500
Repairs -Vehicles	\$ 1,000.00	\$ 1,500.00	\$ 500	\$ 1,500	\$ 500
Repairs - Equipment	\$ 5,000.00	\$ 7,500.00	\$ 2,500	\$ 7,500	\$ 2,500
Repairs - Maintenance Contracts	\$ 2,824.00	\$ 3,500.00	\$ 676	\$ 3,500	\$ 676
Training & Tuition	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500	\$ -
Travel - Mileage Reimbursement	\$ 1,500.00	\$ 1,000.00	\$ (500)	\$ 1,000	\$ (500)
Travel - Seminar Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Subscriptions & Dues	\$ 2,850.00	\$ 2,500.00	\$ (350)	\$ 2,500	\$ (350)
Office Supplies	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500	\$ -
Other Supplies - Operating	\$ 6,250.00	\$ 5,000.00	\$ (1,250)	\$ 5,000	\$ (1,250)
Other Supplies - Safety	\$ 250.00	\$ 500.00	\$ 250	\$ 500	\$ 250
Other Supplies - Concessions	\$ 22,750.00	\$ -	\$ (22,750)	\$ -	\$ (22,750)
Other Supplies - Pro Shop	\$ -	\$ -	\$ -	\$ -	\$ -
Other Supplies - Programs	\$ 500.00	\$ 1,500.00	\$ 1,000	\$ 1,500	\$ 1,000
Capital - General	\$ -	\$ 25,000.00	\$ 25,000	\$ 25,000	\$ 25,000
Capital Blg Improv.	\$ -	\$ 35,000.00	\$ 35,000	\$ 35,000	\$ 35,000
Capital - Small Tools	\$ -	\$ 5,000.00	\$ 5,000	\$ 5,000	\$ 5,000
Machinery and Equipment	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000	\$ -
	\$400,996.00	\$ 1,208,500.00	\$ 598,358	\$ 999,354	\$ 914,930



City of Auburn Recreation Programs

Fiscal Year 2015
Adopted 6.16.2014

Projected Revenues and Expenses for FY15

Actual expenses may vary according to changing circumstances

Recreation Programs

Youth Programs

	Revenues	Expenses	Variance
Fishing Derby	\$ 1,550	\$ 1,181	\$ 369
Football (3rd-6th grade)	\$ 8,050	\$ 6,100	\$ 1,950
Football Camp	\$ 525	\$ 260	\$ 265
Football (Flag, 1st-2nd)	\$ 1,220	\$ 782	\$ 438
Football (7th-8th)	\$ 5,200	\$ 8,074	\$ (2,874)
Golf Lessons	\$ 540	\$ 461	\$ 79
Indoor Soccer	\$ 2,600	\$ 2,277	\$ 323
Lacrosse (1st-2nd grade)	\$ 520	\$ 361	\$ 159
Lacrosse (3rd-4th grade)	\$ 1,340	\$ 1,400	\$ (60)
Lacrosse (5th-6th grade)	\$ 2,340	\$ 1,552	\$ 788
Lacrosse (Middle school)	\$ 2,850	\$ 1,992	\$ 858
Soccer Camp (Spring)	\$ 1,165	\$ 897	\$ 268
Soccer Camp (Summer)	\$ 740	\$ 570	\$ 170
Soccer (Pee wee)	\$ 2,500	\$ 2,290	\$ 210
Pillo Hockey	\$ 1,020	\$ 325	\$ 695
Recess Warriors	\$ 600	\$ 132	\$ 468
Softball Pitching 101	\$ 750	\$ 515	\$ 235
Running Club	\$ 380	\$ 248	\$ 132
Summer Camp	\$ 138,450	\$ 104,830	\$ 33,620
Spring Soccer	\$ 4,705	\$ 4,080	\$ 625
T-Ball	\$ 1,820	\$ 1,537	\$ 283
Track and Field	\$ 10,950	\$ 8,849	\$ 2,101
Skills & Drills Basketball Camp	\$ 770	\$ 235	\$ 535
Pre-K/K Instructional Basketball	\$ 675	\$ 210	\$ 465
Youth Basketball	\$ 12,500	\$ 11,548	\$ 952
Skating Instruction I	\$ 2,925	\$ 3,420	\$ (495)
Skating Instruction II	\$ 4,470	\$ 3,420	\$ 1,050
Skating Instruction III	\$ 2,425	\$ 3,420	\$ (995)

Youth Programs Subtotal

\$ 213,580 \$ 170,966 \$ 42,614

Adult Programs

	Revenues	Expenses	Variance
Dodgeball	\$ 1,200	\$ 530	\$ 670
Mens Basketball A League	\$ 6,200	\$ 5,124	\$ 1,076
Mens Basketball B League	\$ 6,525	\$ 5,691	\$ 834
Mens Basketball C League	\$ 4,350	\$ 3,724	
Co-ed Softball	\$ 12,880	\$ 8,046	\$ 4,834
Men's Softball	\$ 25,600	\$ 13,823	\$ 11,777
Womens Basketball	\$ 5,800	\$ 4,292	\$ 1,508

Adult Programs Subtotal

\$ 62,555 \$ 41,230 \$ 21,325



City of Auburn Recreation Programs

Fiscal Year 2015
Adopted 6.16.2014

Special Events

- Fright Fest
- Hot Shot Competition
- Spring Celebration
- Family Fun Day
- Wednesdays in the Park
- Box Car Drive-in Movie
- Valentines Day
- Holiday Celebration
- Winter Festival

Special Event Subtotal

Grand Totals

	Revenues	Expenses	Variance
Fright Fest	\$ 500	\$ 500	\$ -
Hot Shot Competition	\$ -	\$ 150	\$ (150)
Spring Celebration	\$ 400	\$ 400	\$ -
Family Fun Day	\$ 600	\$ 600	\$ -
Wednesdays in the Park	\$ 2,250	\$ 2,250	\$ -
Box Car Drive-in Movie	\$ 250	\$ 250	\$ -
Valentines Day	\$ 1,600	\$ 780	\$ 820
Holiday Celebration	\$ 1,300	\$ 1,300	\$ -
Winter Festival	\$ 3,000	\$ 3,000	\$ -
Special Event Subtotal	\$ 9,900	\$ 9,230	\$ 670
Grand Totals	\$ 286,035	\$ 221,426	\$ 64,609

Line Item Narrative

Projected Revenues and Expenses: Revenues are calculated by registration fees, concession sales, and sponsorships or donations. Expenses include equipment, day camp employees, coaching stipends, part time employees, shirts/jerseys, concession inventory, league fees, referees/umpires, awards, prizes, school rental fees, and portable toilets.



City of Auburn Parking Garage

Fiscal Year 2015
Adopted 6.16.2014

Projected Revenues and Expenses for FY14

Actual expenses may vary according to changing circumstances

Parking Garage

	FY 13	Projected FY 14	FY 15	Dept. Request	Council Adopted
Total Revenues	\$ 106,275	\$ 115,395	\$ 121,400	\$ 121,400	\$ 121,400
Total Expenses	\$ 91,500	\$ 103,378	\$ 142,150	\$ 142,150	\$ 142,150
Profit (Loss)	\$ 14,775	\$ 12,017	\$ (20,750)	\$ (20,750)	\$ (20,750)

Revenues

Permits	\$ 105,880	\$ 115,000	\$ 121,000	\$ 121,000	\$ 121,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 395	\$ 395	\$ 400	\$ 400	\$ 400
	\$ 106,275	\$ 115,395	\$ 121,400	\$ 121,400	\$ 121,400

Expenses

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	\$ -	\$ -	\$ -	\$ -
Water/Sewer - Garage	\$ -	\$ -	\$ -	\$ -	\$ -
Electricity - Garage	\$ 41,250	\$ 30,000	\$ 33,000	\$ 33,000	\$ 33,000
Postage	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Capital - Software	\$ -	\$ -	\$ -	\$ -	\$ -
Capital - Infrastructure	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
	\$ 91,500	\$ 103,378	\$ 142,150	\$ 142,150	\$ 142,150

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. FY12 reflects an estimated 5% increase in electrical cost and 3% increase in maintenance costs.