

**CITY OF AUBURN**

**2013-2014 ADOPTED BUDGET**

**MAYOR AND CITY COUNCIL**

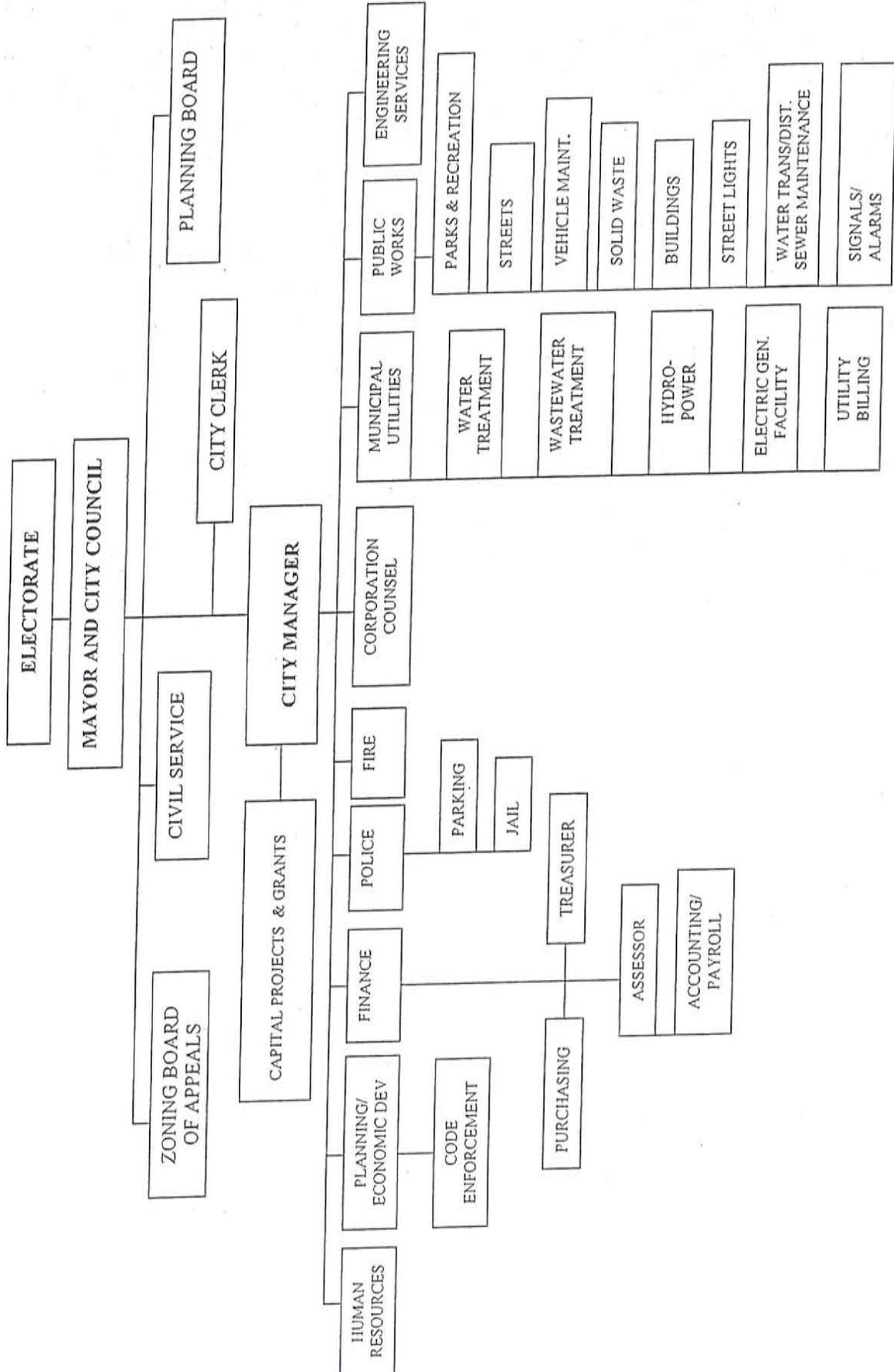
**MAYOR MICHAEL D. QUILL  
COUNCILOR JOHN CAMARDO  
COUNCILOR WILLIAM J. GRANNEY  
COUNCILOR PETER RUZICKA  
COUNCILOR MATTHEW C. SMITH**

**CITY MANAGER  
DOUGLAS SELBY**

**BUDGET TEAM**

**Robert W. Gauthier, Treasurer**

# CITY OF AUBURN, NEW YORK ORGANIZATION CHART



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*"History's Hometown"*

# CITY OF AUBURN

Douglas A. Selby  
City Manager

Budget letter

Dear Mayor and City Council Members:

The budget for Fiscal Year 2013-2014 was developed with substantial guidance and specific direction from the City Council. The budget process included a series of presentations and work sessions in which current and future financial challenges were discussed and efforts were made to define a pathway to achieve a sustainable balance of expenditures and revenues. The budget was a continuing discussion item on regular Council meetings from January when we started discussion of City Council budget priorities for the coming year through the end of June when the budget was approved.

As in last year's budget the FY13/14 budget again requires each city department to make adjustments in how they conduct business to stay within the financial constraints established by the City Council. Even with these changes the city continues to face a structural deficit going into the future. By definition a "structural deficit" is a situation that will not remediate itself, but requires specific action to reduce expenses and/or increase revenues. Reliance on fund balance as was done in the previous budget and again in this year's budget to close the gap between expenditures and revenues is not a sustainable solution over the long term.

This year's budget clearly demonstrates a continued need to not only remain vigilant in expenditures during the current year, but also to focus efforts this year on reengineering services, functions and processes of the city to enhance efficiency, reduce costs and increase revenues in preparation for next year's budget. To the credit of our department heads they kept general fund expenditures below budget for FY 12/13 by over \$2 million (unaudited) which helped to offset below budget revenues

A summary of this year's budget follows:

## General Fund

1. The total General Fund Budget is established at \$34,617,760, which is a 0.2% increase (\$69,491) over the previous budget year.
2. Property tax represents the single most significant revenue source for the city. Between the 2012/2013 budget year and this budget the taxable assessed value of the city dropped by \$5,817,563. This is the second consecutive year that the taxable assessed valuation of the city has dropped.
3. Sales tax revenue is the second most significant source of city revenue. It declined by \$385,937 between 2010/2011 and 2011/2012. It increased last year by about \$190,897. The budget for FY 13/14 assumes that this revenue source will increase by \$145,591 due to improving economic conditions and to lifting the tax cap on motor vehicle fuel. Even with this increase total sales tax revenue for 2013/2014 is estimated to be almost \$50,000 below revenues three years ago.

4. This is the second year the 2.0% state cap on property tax levy was imposed on the city. Early in the budget process the city council directed that the budget not exceed the cap. The adopted budget includes a 1.5% levy. The way this cap is calculated by the State can be confusing because it takes into account a growth factor, payment in lieu of taxes (PILOTs) and exclusions for pension contributions above the actuarial average. The budget summary section of this document includes the tax cap calculation used in this year's budget preparation to aid the reader in understanding the State methodology.

5. Fund balance in the amount of \$277,577 was used to balance the budget this year. In addition, the budget utilized \$2.3 million of State Aid "spin up" money that had been held in reserve from the previous budget year.

6. The Power Utility Fund continued to receive a \$500,000 subsidy from the General Fund as it did last year. Staff is working diligently to reduce the losses from this operation, but a restrictive Energy Services Agreement, low landfill gas production and wholesale electric costs substantially below expectations are handicapping efforts to improve economic performance of the Landfill Gas to Energy system. New efforts to acquire the facility from the private operator could bring operations to a breakeven point during the last half of FY 13/14.

7. Fee increases were made during the budgeting process to recognize that some fees had not been adjusted for many years to address increased operational costs. In the case of Code Department fees adjustments were made to increase fees to help this function become more financially self-sufficient by charging fees that are more in line with the cost of providing services for new development rather than being heavily subsidized by general taxpayers.

8. The General Fund budget reflects the elimination of 10 full time positions in the Fire Department, a full time clerical position in Code Enforcement, a part time Code Enforcement officer, 10 part time crossing guards and a full time clerical position in the City Manager's office. In addition, the budget calls for maintaining two vacancies in the Police Department upon retirement of incumbent officers.

### Special Revenue and Enterprise Funds

These funds operate as separate cost centers from the city general fund. The goal of each fund is to generate sufficient revenue to cover capital and operational expenses associated with their services.

#### **Water Fund:**

1. The Water Fund Budget is established at \$4,039,000 for FY 13/14.

2. During the FY 12/13 budget year water rates were increased from \$1.79/100 cubic feet to \$2.05/100 cubic feet to support the cost of work on the long overdue replacement of the Franklin Street water transmission pipeline, to recognize increased operational costs for labor, chemicals and energy, and to restore funds for future capital projects. This is the first substantial increase in water rates since 2007.

**Sewer Fund:**

1. The Sewer Fund Budget is established at \$7,353,000 for FY 13/14. This represents a decrease of \$72,890 from the previous year budget. This is the second consecutive year of decreases in this fund's budget.

**Solid Waste Fund:**

The Solid Waste Fund Budget is established at \$3,841,650 for FY13/14. Tipping fees for the landfill are going to be reviewed during the budget year and adjustments may be made in operations in recognition that under current disposal volumes the landfill has less than five years of capacity before requiring a significant expansion.

**Power Utility Fund:**

1. The Power Utility Fund Budget is established at \$1,470,766 for FY 13/14. This is a slight reduction from the previous year, but still reflects a budget that is significantly out of balance. The General Fund will subsidize the PUF to the tune of roughly \$800,000 during FY 13/14 to account for the loss of \$500,000 in regular operations of the Landfill Gas to Energy project and \$300,000 in obligations to the Solid Waste Fund for methane gas sales. As mentioned earlier the City is engaged in serious negotiations in an attempt to acquire this facility which would result in potential break even operations during the latter half of FY 13/14. This fund includes both the City's hydro and landfill gas energy production facilities.

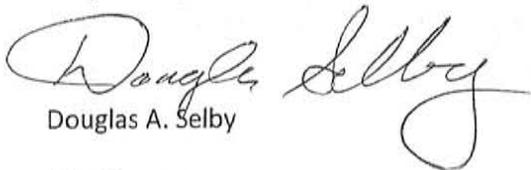
**Conclusion**

Wages and benefits comprise roughly 75% of the general fund operating budget which is typical of many full service cities. Auburn is fortunate to have very capable and hardworking employees which are critical to us being able to provide services expected by our citizens, but in our present financial situation as the cost per employee increases we will be able to afford fewer and fewer employees. This will lead to reduced levels of service and response to community issues. Added to this is the general uncertainty in the national and state economy coupled with the decline in assessed valuation and sales tax revenues within the city of Auburn. As a result the City and our employee unions must continue to work together to control costs to preserve jobs and maintain services. Negotiations with our Fire Department bargaining units began in early 2013 and continue. Negotiations with CSEA and the Police Department union will commence in early 2014. These negotiations offer opportunities to bargain for concessions that could help the city achieve financial stability in the future.

We must also continue to examine opportunities for cost reduction, improved efficiency and generation of new or enhanced revenue sources in order to regain a sustainable financial future. The City Council is actively engaged in examining our organizational structure with the goal of achieving cost reductions and we continue to examine efficiency and cost recovery opportunities throughout the city.

I would like to thank City Treasurer, Robert Gauthier and former City Comptrollers, Lauren Poehlman and Lisa Green for their work in preparing this budget. Their efforts were indispensable in bringing the budget together. Also, special acknowledgement to the city department heads who worked diligently to identify and share budget cuts for their departments. Finally, thanks to many City employees who offered cost saving ideas that will be examined during this fiscal year.

Respectfully,

A handwritten signature in cursive script that reads "Douglas A. Selby". The signature is written in dark ink and is positioned to the right of the typed name.

Douglas A. Selby

City Manager

## THE CITY

### **General Information**

The City of Auburn is located in Cayuga County in the beautiful "Finger Lakes Region" of Central New York and is situated on the northern end of Owasco Lake, which is one of the six Finger Lakes. The City is about 25 miles southwest of the City of Syracuse, about 55 miles east of the City of Rochester and about 40 miles north of the City of Ithaca. The Syracuse Hancock International Airport serves the residents with air transportation via American, US Air, and United Airlines, as well as Jet Blue and various other commuter lines. Major highways through, or in close proximity to, the City include U.S. 20, and State highways 5, 34 and 38. An exit of the New York State Thruway is located 8 miles north of the City. Exits to Interstate Highway 81, which extends from Canada through Pennsylvania, are located within 20 miles of the City.

Auburn was incorporated as a village on April 18, 1815 and as a City on March 21, 1848. The City operates under the Council/Manager form of government which was established in 1920 and was one of the first cities in the country to adopt the so called simplified form of government defined as Plan C under the optional City Government Laws of the State of New York passed in 1914. The legislative body is the City Council, composed of a Mayor and four Councilors, all of whom are elected at large. The City Manager is the Chief Executive Officer and the administrative head of the City. The City Manager, the City Clerk, the Deputy Clerk and most Boards and Commissions are appointed by Mayor and Council and serve at their pleasure. All other City officers are appointed by the City Manager and serve at the pleasure of the City Manager.

It is the responsibility of the City Comptroller, the Chief Financial Officer of the City, to receive, disburse and account for all financial transactions of the City, manage cash flow, investments and capital financing, to determine real property assessments and to levy taxes. The City Comptroller is assisted in these pursuits by the City Treasurer and City Assessor.

The City provides a full range of services. These services include police and fire protection; sanitation collection and disposal; construction and maintenance of streets and infrastructure; recreational activities and cultural events; a system of parks; planning and zoning; water and sewer utilities and off-street parking facilities.

### **Employment in Auburn**

The diversity of Auburn's workforce is reflected in the size and scope of the major employers located within the City. Of the major industrial firms located in the City, one employs 363 workers while the other employs 230 workers. Of the major service-related businesses and industries located in the City, one employs 412 workers and government service provider's (including schools) account for approximately 3,000 employees. This diversity has positively impacted the City's ability to stabilize its employment rate.

# AUBURN: A Community Snapshot

## Government

**Date of Incorporation:** March 21, 1848

**Form of Government:** Council/Manager

**Area:** 8.5 square miles

## Population Trends

Source: U.S. Census, 2007- 2011 ACS Community Survey, [usa.com/auburn-ny-weather.htm](http://usa.com/auburn-ny-weather.htm)

	<u>City of Auburn</u>	<u>Cayuga County</u>	<u>State of New York</u>
1970	34,999	77,439	18,236,882
1980	32,548	79,894	17,558,072
1990	31,258	82,313	17,990,445
2000	28,574	81,963	18,976,457
2010	27,687	80,026	19,378,102

	<u>2000</u>	<u>2010</u>
<b>Median Age:</b>	36.9	39.1

## Population by Age Group

% School Age	19.0	17.2
% Working Age	56.8	66.2
% 65 and Over	17.3	16.3
Persons per household	2.3	
Persons by Age:		
Under 5	1,806	1,713
5-19	5,445	4,761
20-24	1,912	1,853
25-44	8,656	7,657
45-64	5,659	7,188
65+	5,096	4,515

## Population by Ethnicity

White	88.57%	86.3%
Black	7.59%	8.5%
Hispanic	2.82%	3.6%
Other	1.02%	1.6%

<b>Population by Income Level</b>	<b><u>2000</u></b>	<b><u>2010</u></b>
Per Capital Income	\$17,083	\$21,424
Median Family Income	\$41,169	\$54,834
Median Household Income	\$30,281	\$37,973

#### **Household Income Distribution**

Under \$25,000	41.9%	34.4%
\$25,000 - \$34,999	13.9%	11.2%
\$35,000 - \$49,999	16.9%	12.8%
\$50,000 +	27.3%	41.7%

#### **Population by Education Level**

Persons 25 years and over		
Less than high school graduate	23.4%	18.5%
High School Diploma	34.1%	33%
Some College	18.1%	18.99%
Associate Degree	10.4%	12.3%
Bachelor Degree	8.4%	11.4%
Graduate or professional degree	5.6%	5.9%

#### **Housing**

Number of dwelling units	12,637	12,639
% Owner-occupied dwelling units	51.9%	48.5%
Median value owner-occupied units	\$66,000	\$93,700
Median gross rent	\$ 475	\$ 627

#### **Climate**

Average Low Temperature January	16.4° F
Average High Temperature July	80.7° F
Average Rainfall	39.06 in
Average Snowfall	74.14 in
Average Relative Humidity	77.8%

#### **Historical Site**

William Seward's House  
 Harriet Tubman Home for the Aged  
 Cayuga County Museum  
 Willard Memorial Chapel and Welch Memorial Building  
 Willard Mansion (Case Museum)  
 Case Memorial Library  
 Auburn Schine Theater  
 Judge Charles C. Dwight Residence  
 Grover Street Local Historic District  
 South Street National Historic District

#### **Recreational and Cultural**

Parks and Playgrounds	25
Library	1
Minor League Baseball Team	1

**Public Safety**

Fire Stations	2
Number of Firefighters	66
Number of EMT Certified	63
Police Stations	1
Number of Police Officers	67
Regional Hospitals	1

**Infrastructure**

Miles of Water Mains	109
Number of Consumers	55,000 approx.
Average Daily Consumption (Millions of gallons per day)	4.5
Number of Streets	315
Acres of Landfill	29.3

**Major Employers**

<b>Company</b>	<b>Type</b>	<b>Number of Employees</b>
Auburn Correctional Facility	State Prison	801
Cayuga County	Government	800
Auburn Enlarged School District	Public Education	608
Auburn Memorial Hospital	Medical	531
City of Auburn	Government	400
McQuay International	Manufacturing	363
Cayuga Community College	Education	269
NUCOR	Manufacturing	305
Gould's	Manufacturing	230
Wal-Mart	Retail	412
Wegman's	Retail	225

## **The Budgeting Process**

### **BUDGET DEVELOPMENT**

The City of Auburn adopts its budget annually. The City budget is on a basis consistent with generally accepted accounting principles. The City's budgetary and accounting systems are organized on a "fund" basis, which is the basic fiscal and accounting entity in governmental accounting. The operations of each fund are separately budgeted. (A "Descriptions of Funds" may be found on the next page.) The City's budget figures are provided in line item format. The line item budget format separately lists each expenditure and revenue category for each department, along with the dollar amounts budgeted for each specified category. The budget resolution adopted by City Council is for the total of each Fund Budget.

Departments develop their budgets for review by the City Manager based on the following parameters

- Develop budget to maintain existing levels of service, or with changes as directed by the City Manager
- Personnel costs should be increased by contract increases, step increases and changes in longevity pay.

The City Manager reviewed the information submitted, assessed the revenue parameters, decided on the relative priorities of expenditures, and balanced the budget.

The major steps in preparation of the budget were:

- Council input on priorities
- Estimate revenue and fund balance
- Identify desired Reserve Balances
- Determine staffing priorities
- Determine "other costs"
- Balance the budget
- Present to Council
- Council reviews and adopts

The Budget Schedule page depicts the process in more detail.

## **STATE TAX LIMIT**

NYS imposes a tax levy limitation computed on the prior year's levy. The maximum taxing power for the 2013-2014 budget is \$19,042,877. The 2013-14 amount to be raised in taxes is \$11,808,877 or 62.0% of the maximum taxing power. This leaves a constitutional tax margin of 38.0%. While this indicator appears to give the City the ability to raise an additional \$7,234,000 in taxes, it does not take into consideration other factors that offset the taxpayers' ability to pay higher taxes. The City's median household income and the City's per capita income are both below the State level. Another factor taken into consideration, exclusive of the tax rate, is the substantial increase in the user fees for sewer that are necessary to cover the debt service on a DEC-mandated project that cost the City about \$60 million to build.

## **STATE DEBT LIMIT**

Pursuant to Article VIII of the State Constitution and Title 9 of Article 2 of the Local Finance Law, the debt limit of the City is calculated by taking 7% of the latest five-year average of the full valuation of all taxable real property. The debt limit for the 2013-2014 budget is \$65,718,453. While the total amount of the City's outstanding debt is \$66,265,097, only \$38,811,762 or 59.06% is subject to the debt limitation imposed by the State. This leaves a net contracting debt margin of 40.94%. Both Water and Sewer debt are excluded from this limitation pursuant to Sections 136.00 (2) and 124.10, respectively, of the Local Finance Law. The total debt principal together with debt interest is payable over the next 19 years.

## **BUDGET AMENDMENTS**

Once the Council adopts the preliminary budget, it can only be increased by Council Resolution.

Transfers between budget line items are submitted throughout the year to align the budget with actual experience and requirements. This provides a more refined picture of spending requirements.

The City budgets for contingencies in the following funds:

- General
- Water
- Sewer
- Solid Waste
- Power Utility

The Council must approve all budget transfers from contingency. The contingency account is used for emergency or unforeseen actions.

## **BUDGET CARRYFORWARD**

If an encumbrance is outstanding at the end of a fiscal year, the amount is included as an adjustment to the following fiscal year budget.

## **BUDGET BASIS**

The City's Governmental Funds consist of the General Fund and include Water and Sewer Funds and Special Revenue Funds. Governmental fund type budgets are developed using the modified accrual basis of accounting.

Under the modified accrual basis, revenues are estimated for the fiscal year if they are accrued (amounts can be determined and will be collected within the current period). Principal and interest on general long-term debt is budgeted as an expenditure when due, whereas other expenditures are budgeted as liabilities expected to be incurred during the current period.

Proprietary Fund Budgets – Solid Waste, and Power Utility Funds – are adopted using the full accrual basis of accounting, whereby revenue projections are developed recognizing revenues earned in the period. Expenditure estimates are developed for all expenses incurred during the fiscal year.

The major differences are:

- Certain revenues, expenditures, and transfers are not included in the budget, but are accrued and reported on the GAAP basis. An example of this is the increase or decrease in compensated absences.
- Indirect administrative cost allocations to the Enterprise Funds are accounted for as transfers in or out on the budgetary basis, but are recorded as revenues and expenses on the GAAP basis.
- Capital outlays in the Enterprise Funds are presented as expenses in the budget, but recorded as assets on the GAAP basis.
- Debt service principal payments in the Enterprise Fund are not presented as expenses in the budget, but reported as reduction of long-term debt liability on the budget basis as well as the GAAP basis.

## **BUDGET CALENDAR**

January - February	Departments prepare goals, objectives, and budget requests
February	Departments make budget requests
February	Finance prepares revenue forecast
March	Finance updates revenue forecast

March	City Manager discusses proposed base budget and adjustments to base with Departments
March	City Manager prioritizes requests for additions to budget.
March	City Manager prioritizes personnel requests, approves reclassifications
April	City Manager balances budget requests
May	City Manager presents proposed budget to Council
May	City Manager decides final revisions based on Council input and revenue forecast
June	Public Hearing on Budget
June	Council adopts Final Budget
June - July	Finance completes document

## **CONTINGENCY**

The City appropriates dollars in the major operating funds for unknown events. The Enterprise Fund budgets also include a contingency amount to provide a reserve for unforeseen expenditures.

## **REVENUE**

User fees in Enterprise Fund operations are calculated to recover the entire cost of operations, including indirect costs, debt service and overhead costs.

The City is conservative in revenue estimates. Revenues resulting from possible changes in laws or ordinances are not included in revenue estimates unless they are guaranteed.

## **DEBT MANAGEMENT**

The City annually reviews the status of outstanding and future potential debt in relation to capacity to repay to facilitate financial planning.

## **INVESTMENTS**

The City keeps all idle funds fully invested as authorized by State Statute and the City's investment policy.

## **ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES**

An independent audit is performed annually. The City produces their financials in accordance with generally accepted accounting principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

The City's basis of budgeting is the same as its basis of accounting. Basis of accounting refers to when revenues and expenditures and the related assets and liabilities are recognized in the accounts and reported in the general-purpose financial statements.

## Glossary of Budget Terms

**Account Code** - An expenditure classification based upon the types or categories of spending, such as salaries, fringe benefits, travel, or equipment in such a manner that the symbol used quickly reveals certain required information.

**Accrual Basis of Accounting** - Accounting transactions are recorded to a fiscal year when the underlying economic event takes place, and without regard for when the cash receipt or cash disbursement occurs. Revenues are recorded when the revenue-generating activity is performed, and expenses are recorded when goods or services are received.

**Appropriation** - An authorization made by the City Council that permits the City to incur obligations and to make expenditures of public funds.

**Assessed Valuation** - The estimated value of real estate or other property by a government as a basis for levying taxes. The value is set by the City Assessor and may only be a fraction of the property's market value.

**Assessed Value Tax Rate** - The amount of tax levied for each \$1,000 of assessed valuation. The rate is set by the City Council.

**Attributable Revenue** - The revenue generated as a direct consequence of the provision of a specific government activity, such as fees for service, state or federal aid for programs, and income from sales.

**Bond** - A written promise to pay a specified sum of money on a specific date and at a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects such as buildings, sewage treatment facilities, and water distribution systems and infrastructure improvements.

**Budget** - A comprehensive financial plan, for a specified period, of operations that allocates and matches available revenues and expenditures with services provided to the residents of the City.

**Budget Amendment** - The legal procedure utilized to revise a budget appropriation or revenue. This is a modification to the adopted budget, which specifies both the source of revenue and the appropriate expenditure account.

**Budget Calendar** - The schedule of key dates that the City follows in preparing, adopting, and administering the budget.

**Budget Document** - The official instrument used by the City Manager to present a comprehensive financial plan of operations to the City Council.

**Budget Message** - An introductory statement of the proposed budget presented in narrative form along with the budget document. The budget message explains principal budget issues, provides a summary of the most important aspects of the budget, changes from previous fiscal years, and includes the views and recommendations of the executive department. The message is written by the City Manager, the City's chief executive.

**Capital Assets** - Property of significant value and having a useful life of several years. Capital assets are also referred to as fixed assets.

**Capital Fund** - A fund established to account for planning, acquisition, and construction of major capital projects.

**Capital Improvement Plan (CIP)** - A plan for capital expenditures to be incurred each year over a period of five future years. The CIP describes each capital project, the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

**Debt Service** - The payment of principal and interest on borrowed funds, according to a predetermined payment schedule.

**Deficit** - The excess of an entity's liabilities over its assets, and/or the excess of expenses over revenues during a single accounting period.

**Delinquent Taxes** - Taxes that remain unpaid after the date on which a penalty for non-payment is attached.

**Department** - A major administrative organizational unit of the City which indicates overall management responsibility for one or more divisions.

**Depreciation** - The decrease in value of physical assets due to use and the passage of time. In accounting for depreciation, the cost of a fixed asset is prorated over the estimated service life of such an asset, and each year is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense. This is done in proprietary funds which allows the calculation of net income for each fund.

**Disbursement** - Payment for goods and services.

**Employee benefits** - Employee benefits include City appropriations for retirement, worker's compensation, Social Security, health and dental insurance and unemployment costs.

**Encumbrance** - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

**Enterprise Fund** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises.

**Estimated Revenues** - The amount of projected revenue to be collected during the current or ensuing fiscal year. The amount of revenue estimated is the amount approved by the City Council. The City Comptroller provides estimates.

**Expenditure** - A decrease in the net financial resources of the City due to the acquisition of goods and services.

**Fines and Forfeitures** - Revenues from fines and penalties for commission of statutory offenses; forfeitures of amounts held as security against loss or damage, or collections from bonds or securities placed with the government for the same purpose; and penalties of any sort, except those levied on delinquent taxes.

**Fiscal Year** - A twelve-month period designated as the operating year for an organization. The City of Auburn has specified July 1 through June 30 as its fiscal year.

**Fixed Assets** - Property of long-term character such as land, buildings, machinery, furniture, and other equipment.

**Full Faith and Credit** - A pledge of the general taxing power of a government to repay debt obligations, typically used in reference to bonds.

**Full Time Equivalent (FTE)** - Concept that converts all full- and part-time salaries to a full-time equivalent basis. It is calculated by dividing the average salary in a department into the salary appropriation, resulting in the number of budgeted FTEs.

**Fund** - An accounting entity with a self-balancing set of accounts that records financial transactions for specific activities or government functions.

**Fund Balance** - The difference between a fund's total assets and its total liabilities. A negative fund balance, sometimes called a fund deficit, occurs when liabilities exceed assets. When assets exceed liabilities, it is called a surplus.

**Generally Accepted Accounting Principals (GAAP)** - A uniform set of reporting standards derived by certain authoritative bodies, principally the Governmental Accounting Standards Board, with the intended purpose of fairly presenting the results of an organization's financial activities.

**General Fund** - The largest fund within the City that accounts for most of the City's financial resources. General Fund revenues include property taxes, sales tax, state aid, licenses and permits, service charges, and other types of revenue. This fund includes expenditures and financing for most of the City's basic operating services.

**General Obligation Bonds** - Bonds that finance a variety of public projects that pledge the full faith and credit of the City.

**Goals** - Broad, general statements of each department's desired social or organizational outcomes.

**Grant** - A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending on the amount of discretion allowed the grantee.

**Indirect Costs** - Costs associated with, but not directly attributable to, the operation of a department. Departments in the support of other operating departments usually incur these costs.

**Interdepartmental Charges** - The charge that a City "provider" department assesses another City "user" department for providing direct and measurable services.

**Interest** - The price paid for the use of money or the return on investment obtained from investing money.

**Interfund Transfers** - Transfer of net operating support from one fund to another.

**Liability** - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.

**Maturity Date** - The date at which full and/or final payment of principal and interest is due on debt obligations.

**Modified Accrual Basis of Accounting** - A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred.

**Objectives** - Specific statements of desired ends, which can be measured.

**Operating Budget** - The portion of the budget that pertains to daily operations and provides basic governmental services. The operating budget contains all appropriations and revenues necessary to operate the government.

**Program** - An activity, or set of activities, that provides a particular service to citizens.

**Principal** - The par value or face value of a bond, note, or other fixed amount security, not including accrued interest.

**Property Tax** - Citywide taxes levied on all real property according to the property's valuation and tax rate.

**Reserve** - An account used to indicate that a portion of an operating fund's "fund balance" is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Revenue** - Funds that the government receives as income.

**Revenue Estimate** - An estimate of how much revenue will be earned from a specific revenue source for a current or future period, typically a future fiscal year.

**Revenue Source** - A category of revenue, such as property tax, borrowing, or state/federal aid.

**Serial Bond** - A written promise to pay a specified sum of money (principal face value) at a specified future date (maturity date), along with periodic interest paid at a specified percentage of the principal (interest rate). Serial bonds are typically used for long-term debt.

**Tax Levy** - The total amount to be raised by property taxes for the purpose stated in the City's financial plan for the General Fund.

**Tax Rate** - The amount of tax levied for each \$1,000 of assessed or full valuation.

**Tax Rate Limit** - The maximum legal property tax revenue for which a municipality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes. Also referred to as the "Constitutional Tax Limit."

**Tax Stabilization Reserve** - Another term for fund balance; the amount of fund balance used in the operating budget in order to keep tax rates stable.

**User Fees** - The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.

## Fund Structures

The financial accounts for the City of Auburn are organized on the basis of funds or account groups. In governmental accounting, a fund is a separate self-balancing set of accounts used to account for money for a particular purpose. Funds are governmental, proprietary or fiduciary. Different Fund types are found within each of these three classifications.

### GOVERNMENTAL FUNDS

Governmental Fund types are those through which most governmental functions are financed. The acquisition, use, and balance of expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus of Governmental Funds is based upon determination of financial position. Revenues for Governmental Funds come from traditional sources such as property taxes, sales taxes, and transfers from other governments.

This fund type accounts for most traditional operations of government, and utilizes the modified accrual basis of accounting. Under this basis of accounting, revenues are recorded when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Material revenues that are susceptible to accrual include real property taxes, state and federal aid, sales tax, and certain user charges. If expenditures are the prime factor for determining eligibility, revenues from federal and state grants are accrued when the expenditure is made. Expenditures are recorded when incurred, with a few exceptions. These exceptions include: expenditures for prepaid expenses and inventory-type items, which are recognized at the time of the purchase; principal and interest on indebtedness, which are not recognized as an expenditure until due; and compensated absences, such as vacation, which vests or accumulates and is charged as an expenditure when paid.

The following are Auburn's Governmental Fund types:

**General Fund** – The general fund is the principal operating fund and includes all operations not required to be recorded in other funds. Public Safety, General Government Operations and many other activities are administered through this fund. The General Fund is the largest of the funds.

**Special Revenue Fund** – These funds are utilized to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The following Special Revenue funds are utilized:

Water Fund – This fund is established by law to account for revenues derived from charges for water consumption and the application of such revenues toward

related operating expenses and revenues derived from benefited assessments used for debt retirement.

Sewer Fund – This fund is established by law to account for revenues derived from charges for sewer usage, and the application of such revenues toward related operating expenses and revenues derived from benefited assessments used for debt retirement.

Special Grant Fund – This fund is used to account for Community Development Block Grants and other funding used for community development.

**Capital Projects Fund** – This fund is used to account for and report financial resources to be used for the acquisition, construction or renovation of major capital facilities, or equipment.

## **PROPRIETARY FUNDS**

Proprietary Fund types are used to account for activities which are financed and operated in a manner similar to commercial enterprises. The cost of providing goods or services to the general public are financed or recovered primarily through user fees.

**Enterprise Funds** – These funds are used to account for electric and landfill operations and operate under the same guidelines as any private sector corporation. They are established to be self-supporting entities operated through collections from utility payments. The enterprise funds (Hydro-Electric and Solid Waste) are accounted for using the accrual basis of accounting. The accrual basis of accounting recognizes revenues when earned. Expenses are recorded when incurred.

Power Utility Fund - This fund consists of two hydro-electric facilities, one of which generates electricity that is sold to local utilities.

Solid Waste Fund – This fund is used to account for disposal activities of the City's solid waste management facility. This includes recycling, disposal of waste collected by City crews, and methane gas operations.

## **FIDUCIARY FUND TYPES**

Fiduciary Fund types are used to account for assets held by the local government in a trustee or custodial capacity. The City cannot use these funds for its own discretionary use.

**Trust and Agency Funds** – These funds are used to account for money and/or property received and held in capacity of trustee, custodian or agent. These include expendable and non-expendable agency funds and trust funds. Examples include union dues withdrawn from paychecks and other monies for local community groups.

## ACCOUNT STRUCTURE

A number of accounts are found within each fund. A fund is divided into responsibility centers that relate to a functional area such as Police. The responsibility center is further divided into separate object codes to identify the particular revenue or expenditure type. For example, within the Police Department there is an object code for office supplies that accumulates the costs paid for office supplies during the fiscal year.

Object codes are segregated by the following categories:

- Personal Services
- Capital Outlay
- Contractual and Other
- Debt Service
- Employee Benefits
- Transfers

This provides the ability to summarize expenditure information by major category. Following is a comprehensive list of all accounts.

**City of Auburn, New York**  
**Object Codes - Expenditure Items**

<u>Object</u>	<u>Description</u>
100	UNALLOCATED SALARIES
110	SALARIES & LONGEVITY
120	SICK INCENTIVE
130	TEMPORARY & PART TIME
140	HOLIDAY PAY
150	OVERTIME
170	UNIFORM ALLOWANCE
180	FIRE-FIREFIGHTER 207A
210	FURNITURE & FIXTURES
220	OFFICE EQUIPMENT
230	VEHICLES
240	CONSTRUCTION EQUIPMENT
250	OTHER EQUIPMENT
400	JANITORIAL SUPPLIES
411	OFFICE SUPPLIES
412	OPERATING SUPPLIES
413	FIRE-CHILD SAFETY PROGRAM
415	PUBLIC POWER AGENCY
416	CABLE FRANCHISE
420	GAS
421	METHANE GAS
425	ELECTRIC
430	TELEPHONE
440	SERVICES
441	LIABILITY INSURANCE
442	ARTS&CULTURAL-NON-PROFIT
443	ARTS/CULT-HIST SITES/TOURISM
444	BUS OPERATION
445	MISCELLANEOUS BUSINESS EXPENSE
446	HISTORIC RESOURCES REVIEW BRD
447	PUBLIC INFORMATION
448	CITY MANAGER SEARCH/MOVING
449	RADIO TOWER EXPENSES
450	FEES
451	CONSULTING FEES
452	MUNICIPAL ASSOCIATION DUES
453	JUDGMENTS & SETTLEMENTS
454	TAXES ON CITY OWNED PROPERTY
455	CONTINGENCY
456	DEMOLITION OF UNSAFE BLDGS
457	POLICE-SPECIAL OPERATIONS FUND
458	BUSINESS IMPROVEMENT DISTRICT

**City of Auburn, New York**  
**Object Codes - Expenditure Items**

<u>Object</u>	<u>Description</u>
459	SPECIAL PROJECTS
460	TRAVEL, TRAINING, PROF DEV
481	FUEL
482	VEHICLE MAINT/REPAIRS
490	POSTAGE
491	EMPLOYEE WELLNESS PROGRAM
551	LANDFILL CLOSURE (ACCRUAL)
552	LANDFILL POST-CLOSURE (ACCRUAL)
690	PRINCIPAL
790	INTEREST
800	SUPPLEMENTAL BEN-DISABL FIRE
801	RETIREMENT-GENERAL
802	RETIREMENT POLICE
803	RETIREMENT FIRE
804	RETIREMENT-CITY MANAGER
811	SOCIAL SECURITY & MEDICARE
821	WORKERS' COMP-PREMIUM
822	WORKERS' COMPENSATION-GENERAL
823	WORKERS' COMPENSATION-POLICE
824	WORKERS' COMPENSATION-FIRE
831	UNEMPLOYMENT INSURANCE
841	HEALTH INSURANCE
842	DENTAL INSURANCE
843	VISION COVERAGE-POLICE
844	VISION COVERAGE-FIRE
845	VISION COVERAGE-CSEA
895	SERIAL BONDS-DEBT ADMINISTRATI
900	TRANSFER TO OTHER FNDS-GENERAL
901	TRANS OTHER/FNDS/SOL WSTE/DISP
902	TRANSFER/SOLID WASTE COLLECT
903	CAPITAL RESERVES-FALCON PARK
904	TRANSFER OTHER FUNDS-CAPITAL
905	TRNS OTH FND-GEN FND ADMN CHRG
906	TRNS/OTH-GEN/FND RETURN/INVEST
907	TRNS OTH FNDS-ASHE/SLUDGE DISP
908	TRANSFER TO OTHER FNDS-WATER
911	EQUIPMENT RESERVE (F8340.251)
912	TRANSFER TO OTHER FUNDS-SEWER
913	TRANS TO OTHER FUNDS/LEACHATE

**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
1001	REAL PROPERTY TAXES
1002	REAL PROPERTY TAXES-CIP
1003	PROJECTED COLLECT UNPAID TAXES
1081	OTHER PYMTS IN LIEU OF TAXES
1090	INTEREST & PENALTIES
1091	ACCRUED INTEREST & PENALTIES
1110	SALES & USE TAX
1130	UTILITIES GROSS RECEIPT TAXES
1170	FRANCHISE-SUBWAY & CABLE
1230	TREASURER'S FEES
1231	TAX SALE CREDITS TO REVERSE
1235	CHARGES FOR TAX ADVERTISING
1255	CITY CLERK'S FEES
1260	CIVIL SERVICE FEES
1270	EDZ OUTSIDE CITY PARTICIPATION
1289	APPLICATION & CLOSING FEES
12891	SUBORDINATION FEE
12892	APPLICATION FEE-UDAG LOANS
1420	SUBORDINATION FEES
1440	ENGINEERING FEES
1520	POLICE FEES
1530	REIMBURSEMENTS - OVERTIME
1587	FIRE-MUTUAL AID REIMBURSEMENTS
1588	FIRE DEPT/THIRD PARTY BILLING
1589	FIRE DEPT-LOCAL TRAIN & MANUAL
1710	CODES-GRASS/SNOW/TRASH
17201	PARKING OFF STREET PRK METERS
17202	PARKING GARAGE FEES
17203	PARKING PERMITS
17204	PARKING VALIDATION STICKERS
1740	ON-STREET PARKING METERS
1741	TAXI CAB INSPECTIONS
19891	HUMAN RIGHTS FEES
2001	PARK & RECREATION CHARGES
2002	ADULT RECREATION
2012	RECREATION CONCESSIONS & RENT
2025	SWIMMING POOL CHARGES
2064	SKATEBOARD PARK FEES
20651	SKATING RINK-PUBLIC SKATING
20652	SKATING RINK RENTAL-HOCKEY
20653	SKATING RINK ADVERTISING-HOCKY
2066	SPORTS CAMP FEES

**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
2097	ED PROGRAM DELIVERY 2007
2110	MISCELLANEOUS
2120	SEWER RENTS-PUBLIC
21201	SEWER RENTS-OTHER GOV'T
2121	SEWER RENTS-OUTSIDE CITY
2122	SEPTAGE RECEIVING SERVICES
2125	SEWER MAINTENANCE SERVICES
2129	SALE OF ENERGY CREDITS
2130	REFUSE COLLECTION FEE
2140	METERED WATER SALES-PUBLIC
2141	METERED WATER SALES OTHER COMM
2142	UNMETERED WATER SALES-PUBLIC
2143	SALE OF HYDRO POWER
2144	WATER CONNECTION CHARGES
2145	WATER METER REPAR/REPLACE CHGS
2146	BACKFLOW PREVENTION DEVICE TES
2147	RESIDENTIAL METER REPLACE PRGM
2148	LATE CHARGES & PENALTIES
2149	SALE OF ELECTRICITY
21491	SALE OF WASTE HEAT
2150	LABORATORY ANALYSIS
2151	DPW Service Fees
2190	SALE OF CEMETERY LOTS
21921	CHARGES FOR CEMETERY SERVICES
21922	CEMETERY REIMB FROM TRUST FUND
2220	CIVIL SERVICE CHARGES SCHOOL
2221	SCHOOL RESOURCE OFFCR-AUBURN
2222	CAYUGA COUNTY-STOP DWI GRANT
2223	WATERSHED INSP-OWASCO
2225	FUEL CHARGES
2226	FUEL CHARGES-AUBURN SCHOOL DIS
2375	SEPTAGE/WELL WATER PROCESSING
2376	LANDFILL SERVICE-CITY
2377	LANDFILL SERVICE-OTHER
2378	COLLECT CHARGES-SPECIAL ITEMS
2379	SALE OF METHANE-PWR UTIL FUND
2401	INTEREST EARNINGS
2402	INTEREST EARN-ALLOCATED/CAPITL
24101	RENTAL OF REAL PROPERTY
2414	RENTAL OF EQUIPMENT
2450	COMMISSIONS-PHONE&VENDING MACH
25011	AMUSEMENT PLACES

**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
25012	TAXICAB OWNERS
25013	ELECTRICAL LICENSES
25014	PLUMBING LICENSES
25016	MISCELLANEOUS BUSINESS
25017	TAXI DRIVERS
25018	PEDDLERS & SOLICITORS
2540	BINGO LICENSES
2544	DOG LICENSES
2545	LICENSES-OTHER
25451	GAMES OF CHANCE
25452	BELLJAR GAME
2550	FIRE PREVENTION CODE
2551	GAS & OIL TANK INSTALLATION
2553	CERTIFICATE OF OCCUPANCY PERMI
2555	BUILDING & ALTERATIONS
2556	DEMOLITIONS
2557	SIGN INSTALLATION
2558	ZONING PERMITS
2559	NEW CODE FEES TBD
2560	DRIVEWAY PERMITS
2565	PLUMBING PERMITS
2590	DUMPING PERMIT
2591	FOUNDERS DAY BOOTH FEE
26101	FINES & FORFEITED BAIL
26102	PARKING VIOLATIONS
26103	COURT TRAFFIC FINES
26104	COUNTY TICKET REVENUE
26105	SURCHARGE-HANDICAPPED PARKING
26106	COLLEGE TICKET REVENUE
2611	DOG FINES
2650	SALE OF SCRAP & EXCESS MATL
2651	SALE OF GLASS
2652	SALE OF PLASTIC, METAL, GLASS
2654	SALE OF TIN/METALS
2655	MINOR SALES
2656	SALE OF NEWSPAPERS
2657	SALE OF FLINT-CLEAR GLASS
2658	SALE OF CARDBOARD
2659	SALE OF RECYCLING BINS
2660	SALE OF REAL PROPERTY
2665	SALE OF EQUIPMENT
2680	INSURANCE RECOVERIES

**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
2690	OTHER COMPENSATION FOR LOSS
270	DONATIONS
2700	MEDICARE D SUBSIDY
2701	REFUND OF PRIOR YEAR APPROP
2705	GIFTS & DONATIONS
27051	GIFTS & DONATIONS - DARE
27052	DONATIONS-911 MEMORIAL
2706	GRANTS
277	MISCELLANEOUS
2770	OTHER UNCLASSIFIED REVENUE
2771	STOP DWI GRANT-COUNTY
2772	AUBURN COMMUNITY BASEBALL
2773	TRANS FROM TRUST-INSUR PREM
2774	TRANS CD-MORTGAGE PAYMENT
2775	FED AID _ FEMA
278	TOWN CONTRIBUTIONS
279	SIDEWALK REVOLVING LOAN
280	FEDERAL AID
2801	REIMBURSE LABOR MAINT/HYDRO
2811	TRANS FROM OTHER FUND-GENERAL
2812	TRANS FROM OTHER FUNDS-SLD WST
2813	TRANSFER FROM AIDA
2814	ADMIN CHARGE CDBG
2815	RETURN INVESTMENT-SOLID WASTE
28151	ADMIN CHG-SOLID WASTE FUND
2816	RETURN INVESTMENT-WATER FUND
2817	ADMIN CHARGE-WATER FUND
2818	RETURN INVESTMENT-SEWER FUND
28181	ADMIN CHARGE-SEWER FUND
2819	RETURN INVESTMENT-HYDRO FUND
2820	ADMINISTRATIVE CHRGE-HYDRO FND
2825	SALE OF ELECTRICITY-WWTP
2830	LABOR/VEHICLE REPAIR & MAINT
28680	LOAN RECEIPTS - UDAG
28681	LOAN RECEIPTS-SMALL BUSINESS
28682	LOAN RECEIPTS - SPECIAL DEV PR
28683	LOAN RECEIPTS-HOME REPAIR
28684	LOAN RECEIPTS-MORTGAGES
28688	SEWER LATERAL LOAN REPAYMENTS
28689	LOAN RECEIPTS-FORT HILL SQUARE
2883	LANDFILL LEACHATE TREATMENT
2891	TRANSFER FROM CAPITAL FUND

**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
2892	TRANSFER FROM GENERAL FUND
2893	RESIDUAL EQUITY TRANSFER
3001	STATE AID-GENERAL
3002	STATE AID-SUPPLEMENTAL
3004	STATE AID-CHIPS
3006	MORTGAGE TAX
3007	STATE AID-LANDFILL GAS
3060	RECORDS MANAGEMENT
3080	STATE AID - STAR EXEMPTION
3330	COURT REFORM
3390	STATE AID-ECON DEVEL
3391	EDZ-TOWN PARTICIPATION
3392	STATE AID-EMPIRE ZONE
3393	STATE AID-DOMESTIC VIOLENCE GR
3394	STATE AID-CRIMINAL JUSTICE GRT
3395	STATE AID-TRAFFIC SAFETY
3396	STATE AID-TRUANCY GRANT(ADEPT)
358	EFC FINANCING
3589	STATE AID-ARTERIAL MAINTENANCE
359	STATE AID
3590	STATE AID-THERMAL IMAGE CAMERA
3772	STATE AID-PROGRAMS FOR AGING
3821	STATE AID-YOUTH RECREATION
3822	ST AID-LEGISLATIVE MEMBER ITEM
3823	STATE AID-DEPT OF HEALTH
3824	STATE AID-CODE ENFORCE TRAIN
3825	STATE AID-FIRE DEPARTMENT
3827	STATE AID-CHILD SAFETY PRGM
3889	OTHER CULTURE/REC-STATE AID
3905	LAW ENFORCEMENT SEIZURE GRANT
3907	STATE AID-NYSERDA
3910	FEMA-NYS
395	FEDERAL AID
4770	FEDERAL AID-21ST CENTURY GRANT
4771	FEDERAL AID-FEMA-LABOR DAY STM
4772	FEDERAL AID-RSVP
4773	FEDERAL AID-CHILD SAFETY PROG
4774	FEDERAL AID-COPS FAST GRANT
4775	FED AID-COPS UNIVERSAL HIRING
4776	FED AID-BLOCK GRANT-POL VEH
4777	FEDERAL AID-BULLET PROOF VESTS
4778	FED AID-DOMESTIC VIOL GRANT

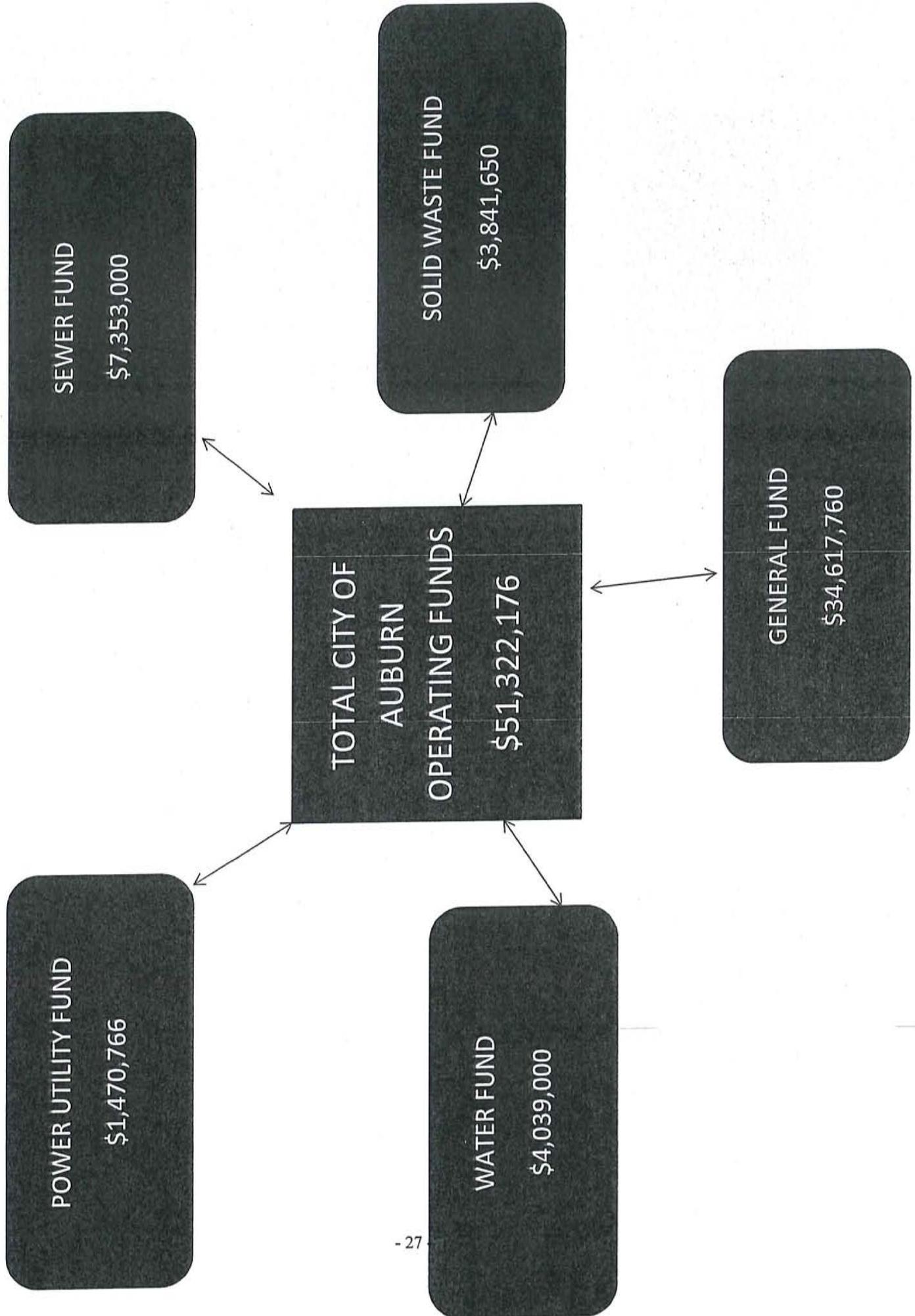
**City of Auburn, New York**  
**Object Codes - Revenue Items**

<u>Object</u>	<u>Description</u>
4779	FEDERAL AID-COPSMORE
4780	FED AID-G.R.E.A.T.(GANG)-ATF
4781	FED AID-HOMELAND SECURITY
4782	FED AID-FEMA-ICE STORM
4783	FED AID-FEMA-FIRE DEPT EQUIP
4784	FED AID-FEMA
4785	FED AID-US MARSHALS SERVICE
4786	FED AID-US DEPT OF JUSTICE
4787	FED AID-US LABOR DEPT
4788	Federal Aid - Brownfields
49011	FEDERAL AID-ENTITLEMENT GRANT
49012	FEDERAL AID - ENTITLEMENT 2012
49013	DIVISION OF HOUS/COMM-RENTAL
49014	URBAN DEVELOPMENT ACTION GRANT
49015	FED AID-ECON DEVEL SPECIAL PRJ
49016	EDSI-HSG MKT STUDY
5000	UNAPPROPRIATED SURPLUS
5001	UNAPPROPRIATED DEFICIT
5002	TAX STABILIZATION RESERVE
5004	EQUIPMENT RESERVE
503	TRANSFER FROM OTHER FUNDS
571	BOND REVENUE
573	BAN REVENUE
575	HUD SECTION 108 PROCEEDS
577	OTHER DEBT
578	LEASE OBLIGATION REVENUE
579	BANS REDEEMED FROM APPROP
598	APPROPRIATED RESERVES
870	MISC TRUST EMERSON GRANT
920	FUND BALANCE APPROPRIATED

**CITY OF AUBURN  
SUMMARY OF THE 2013-14 BUDGET**

ESTIMATED REVENUES	\$	34,340,183
APPROPRIATIONS		<u>(34,617,760)</u>
EXCESS OF APPROPRIATIONS OVER REVENUES		(277,577)
RESERVES APPLIED		277,577
TAX LEVY	\$	11,808,877
INCREASE IN TAX LEVY		1.50%

	FUND CODE	
GENERAL FUND	A	\$ 34,617,760
WATER FUND	F	4,039,000
SEWER FUND	G	7,353,000
POWER UTILITY FUND	E	1,470,766
SOLID WASTE FUND	AL	3,841,650
		<u>\$ 51,322,176</u>



CARRIED

FINANCIAL RESOLUTION #68 OF 2013  
ADOPTION OF THE 2013-2014 BUDGET

By Councilor Ruzicka

June 27, 2013

WHEREAS the City Manager has presented to the City Council a Recommended Budget for 2013-2014 encompassing the various Funds of the City; and

WHEREAS a Public Hearing was duly held on June 13, 2013 at 6:00 p.m.; and

WHEREAS the City Council wishes to adopt said Recommended Budget as amended;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Auburn, New York that:

1. The 2013-14 General Fund Budget in the amount of \$34,617,760 with the amount of \$11,808,877 to be raised by property taxes based upon the 2013-2014 taxable assessed valuation of \$938,419,652 which will produce a tax rate of \$12.58 per \$1,000 of assessed valuation, is hereby adopted; and
2. The 2013-2014 Sewer Fund Budget in the amount of \$7,353,000 is hereby adopted; and
3. The 2013-2014 Water Fund Budget in the amount of \$4,039,000 is hereby adopted; and
4. The 2013-2014 Hydro Electric Fund Budget in the amount of \$1,470,766 is hereby adopted; and
5. The 2013-14 Solid Waste Fund Budget in the amount of \$3,841,650 is hereby adopted;

Seconded by Councilor Graney

Vote on Budget as

Amended                      AYES    NOES

Councilor Graney	X	
Councilor Camardo		X
Councilor Smith	X	
Councilor Ruzicka	X	
Mayor Quill	X	

CARRIED

Motion to amend Ruzicka/Graney

\*further reductions to various line items

AYES    NOES

Councilor Graney	x	
Councilor Camardo	x	
Councilor Smith	x	
Councilor Ruzicka	x	
Mayor Quill	x	

AMENDMENTS    CARRIED

CITY OF AUBURN  
 13-14 ADOPTED BUDGET  
CALCULATION OF REAL PROPERTY TAX

	Total	GENERAL TAX	CIP TAX
Real Property Tax Revenue	11,218,433	8,475,933	2,742,500
Reserve for Uncollected Taxes	590,844	590,844	
Amount needed to be Raised by taxes	11,808,877	9,066,377	2,742,500
13-14 Taxable Assessed Valuation		938,419,652	938,419,652
<b>13-14 PROPOSED TAX RATE:</b>	<b>12.58</b>	<b>9.66</b>	<b>2.92</b>

<u>YEAR</u>	<u>TAXABLE ASSESSED VALUE</u>	<u>TAX RATE</u>	<u>PROPERTY TAX LEVY</u>
02-03	619,529,401	13.25	8,209,880
03-04	626,876,740	13.91	8,719,855
04-05	631,951,665	14.40	9,100,104
05-06	640,178,968	14.95	9,570,676
06-07	784,610,912	12.81	10,505,866
07-08	822,061,907	12.81	10,530,613
08-09	830,017,054	12.81	10,632,518
09-10	837,718,763	12.81	10,731,177
10-11	969,433,741	11.22	10,877,047
11-12	976,138,123	11.74	10,462,426
12-13	944,237,215	12.32	11,634,362
13-14	938,419,652	12.58	11,808,877

**Open Book New York  
Office of the State Comptroller  
Thomas P. DiNapoli, State Comptroller**

**Trend Report for City of Auburn for 2013**

**Property Tax Cap** (Data elements presented below are "as submitted" by the local government, and have not been modified or certified by OSC)

**Tax Levy Limit (Cap) before Adjustments and Exclusions**

Tax Levy Prior Year	11,462,498
Reserve Amount	0
Tax Base Growth Factor	1.0000
PILOTS Receivable Prior Year	474,970
Capital Tax Levy for Prior Year	-
Allowable Levy Growth Factor	1.0200
PILOTS Receivable Current Year	643,685
Available Carryover from Prior Year	0
Total Levy Limit before Adjustments/Exclusions	11,532,532

**Adjustments for Transfer of Local Government Functions**

Costs Incurred from Transfer of Functions	0
Savings Realized from Transfer of Functions	0
Total Adjustments	0
Total Levy Limit, Adjusted for Transfer of Local Government Functions	11,532,532

**Exclusions**

Tax levy necessary for expenditures resulting from tort orders/judgments over 5% Prior Year tax levy	0
Tax levy for pension contribution expense	0
TRS	40,532
ERS	224,003
PFRS	264,535
Total Exclusions	11,797,067
Total Tax Levy Limit, Adjusted for Transfers Plus Exclusions	0
Proposed Levy for Current Year	11,797,067
Difference between Tax Levy Limit Plus Exclusions and Current Year Proposed Levy	-
Planning to Override the cap	-

Debt Statement Summary

Statement of Indebtedness, Debt Limit and Net Debt-Contracting Margin as evidenced by bonds and notes as of May 17, 2013:

Average Full Valuation of Taxable Real Property .....	\$ 938,835,042
Debt Limit - 7% thereof .....	65,718,453

Inclusions:

Bonds .....	\$ 46,144,858	
Bond Anticipation Notes .....	<u>20,120,239</u>	
Total Inclusions .....		\$ 66,265,097

Exclusions:

Water Indebtedness .....	\$ 2,755,259	
Sewer Indebtedness <sup>(1)</sup> .....	22,552,314	
Appropriations .....	<u>2,145,762</u>	
Total Exclusions .....		<u>\$ 27,453,335</u>

Total Net Indebtedness Subject to Debt Limit .....	<u>\$ 38,811,762</u>
Net Debt-Contracting Margin .....	<u>\$ 26,906,691</u>
The percent of debt contracting power exhausted is .....	59.06%

<sup>(1)</sup> Excluded pursuant to Section 124.10 of the Local Finance Law.

Equalized Total Assessed Value 1,403,891,201

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	12	51,040,100	3.64
13100	CO - GENERALLY	RPTL 406(1)	31	24,712,750	1.76
13350	CITY - GENERALLY	RPTL 409(1)	152	116,259,499	8.28
13650	VG - GENERALLY	RPTL 406(1)	1	42,800	0.00
13800	SCHOOL DISTRICT	RPTL 408	13	37,662,800	2.68
13970	REGIONAL OTB CORPORATION	RACING L 513	1	932,300	0.07
14100	USA - GENERALLY	RPTL 400(1)	1	1,061,600	0.08
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	51	75,626,831	5.39
18060	URBAN REN: OWNER-MUN U R GEN	GEN MUNY 555 & 560	1	100	0.00
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	123	86,327,155	6.15
27350	PRIVATELY OWNED CEMETERY LANE	RPTL 446	1	536,400	0.04
28110	NOT-FOR-PROFIT HOUSING COMPAN	RPTL 422	1	3,365,100	0.24
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	7	30,609,700	2.18
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	7	27,200	0.00
41123	ALT VET EX-WAR PERIOD-NON-COME	RPTL 458-a	562	6,364,236	0.45
41133	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	553	10,230,157	0.73
41143	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	183	3,286,178	0.23
41153	COLD WAR VETERANS (10%)	RPTL 458-b	54	420,580	0.03
41300	PARAPLEGIC VETS	RPTL 458(3)	2	278,600	0.02
41400	CLERGY	RPTL 460	4	6,000	0.00
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	2	82,000	0.01
41803	PERSONS AGE 65 OR OVER	RPTL 467	259	8,608,208	0.61
41901	PHYSICALLY DISABLED	RPTL 459	7	35,200	0.00
41933	DISABILITIES AND LIMITED INCOM	RPTL 459-c	24	746,946	0.05
41966	HISTORIC PROPERTY	RPTL 444-a	7	227,220	0.02
42120	TEMPORARY GREENHOUSES	RPTL 483-c	2	30,000	0.00
44210	HOME IMPROVEMENTS	RPTL 421-f	356	2,952,989	0.21

NYS - Real Property System  
 County of Cayuga  
 City of Auburn - 0501

Assessor's Report - 2013 - Prior Year File  
 S495 Exemption Impact Report  
 Town Summary

RFS221V04L001  
 Date/Time - 11/20/2013 11:48:19  
 Total Assessed Value 1,403,891,201  
 Uniform Percentage 100.00

Equalized Total Assessed Value 1,403,891,201

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
44213	HOME IMPROVEMENTS	RPTL 421-f	1	4,875	0.00
47590	MIXED-USE PROPERTIES IN CERTAI	RPTL 485-a	1	47,000	0.00
47610	BUSINESS INVESTMENT PROPERTYI	RPTL 485-b	35	3,927,023	0.28
Total Exemptions Exclusive of System Exemptions:				465,471,549	33.16
Total System Exemptions:				0	0.00
Totals:				465,471,549	33.16

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: \_\_\_\_\_

## **Description of Revenues**

### **Real Property Taxes and Tax Items**

#### Real Property Tax

The real property tax is levied on real property based on the property's full value. The full value is the property's assessed value for City Tax and is the property's assessed value multiplied by the State equalization rate for the County and School Taxes levied in the City. The assessed value is the value placed on the property by the City Assessor. It is important to note that assessed value may differ from the property's market value – the amount for which the property could be sold on the market. The State equalization rate is determined each year by the State Board of Equalization and Assessment and is used to adjust for differences in assessment practices among assessing jurisdictions.

The property tax rate is expressed in terms of a rate per thousand dollars of full value. The City's property tax levy is the amount of revenue that must be raised through the property tax. The tax rate is determined by dividing the tax levy by the City's total full value. Once determined, the tax rate is applied to the property's full or assessed value to determine the amount of tax owed by each property owner.

#### Tax Items

Tax items are related to the real property tax. These items include projected collections of unpaid taxes, other payments in lieu of taxes (tax payments negotiated with businesses in conjunction with economic development efforts), and interest and penalties on delinquent taxes.

### **Non-Property Taxes**

#### Sales and Use Tax

The sales and use tax is collected on the purchase of a variety of consumer goods in the City. In addition to the 4 percent tax collected by the State of New York, a 4 percent sales and use tax is collected by Cayuga County. The City of Auburn pre-empts County sales tax collections. Under pre-emption provisions, Auburn is entitled to half of all County sales and use taxes generated within the City. Thus, for the City, this is equivalent to a sales and use tax rate of 2 percent.

#### Utilities Gross Receipt Taxes

Under State law, Auburn is authorized to collect taxes on the revenues of utilities, including electric, gas, and telephone utilities. The one-percent utilities gross receipts tax is collected from consumers by the utilities (the tax is listed on consumer utility bills), who then provide these revenues to the City.

### Franchise Taxes – Subway and Cable TV

Auburn collects a per-unit franchise tax from entities, such as cable television and telephone companies, that use the City-owned underground (subway) cable system.

### **Other Revenue Sources**

#### Departmental Income

Departmental income is income earned by the City departments from the provision of services to the public or to other departments. Examples of fees and charges encompassed in departmental income include City Clerk's fees, parking garage fees, parking meter charges, parking permit charges, parks and recreation charges, charges for cemetery services, and charges for refuse collection.

#### Intergovernmental Charges

Intergovernmental charges are income received for services provided to other governments. In the proposed 2009-10 budget, these include civil service charges to the Auburn school district, and charges to the School District for providing School Resource Officers.

#### Use of Money and Property

This category contains interest earned by the investment of City money and revenues received as payment for the use of City property. Also included in this category is rental income from City-owned properties.

#### Licenses and Permits

This category contains all revenues received from City issuance of licenses and permits. The City issues licenses and permits for a wide variety of purposes, including specific business activities, legal gaming (bingo, games of chance, and bell jar), dogs, and building and construction activities.

#### Fine and Forfeitures

This category contains revenues received from fines and forfeitures. The City receives fines from parking and traffic violations, dog violations, and other sources.

#### Sale of Property

The City receives revenue from the sale of real property and other items such as scrap materials, and surplus equipment.

### Miscellaneous

This category encompasses relatively small specific revenues not included in any of the other categories. Examples of items in this category are gifts and donations made to the City, collections associated from the contract with Auburn Community Baseball, and insurance recoveries.

### Interfund Revenues

Interfund Revenues are monies provided from one City fund to another. For example, this account includes transfers from the Solid Waste, Water, and Sewer Funds into the General Fund, similar to a return on investment and allocation of General Fund administration costs.

### State Aid

This category contains all aid monies provided to Auburn by the State of New York. The State provides both general aid and aid for specific purposes including economic development, justice and law enforcement, road maintenance, elderly and youth programs, housing, and administration.

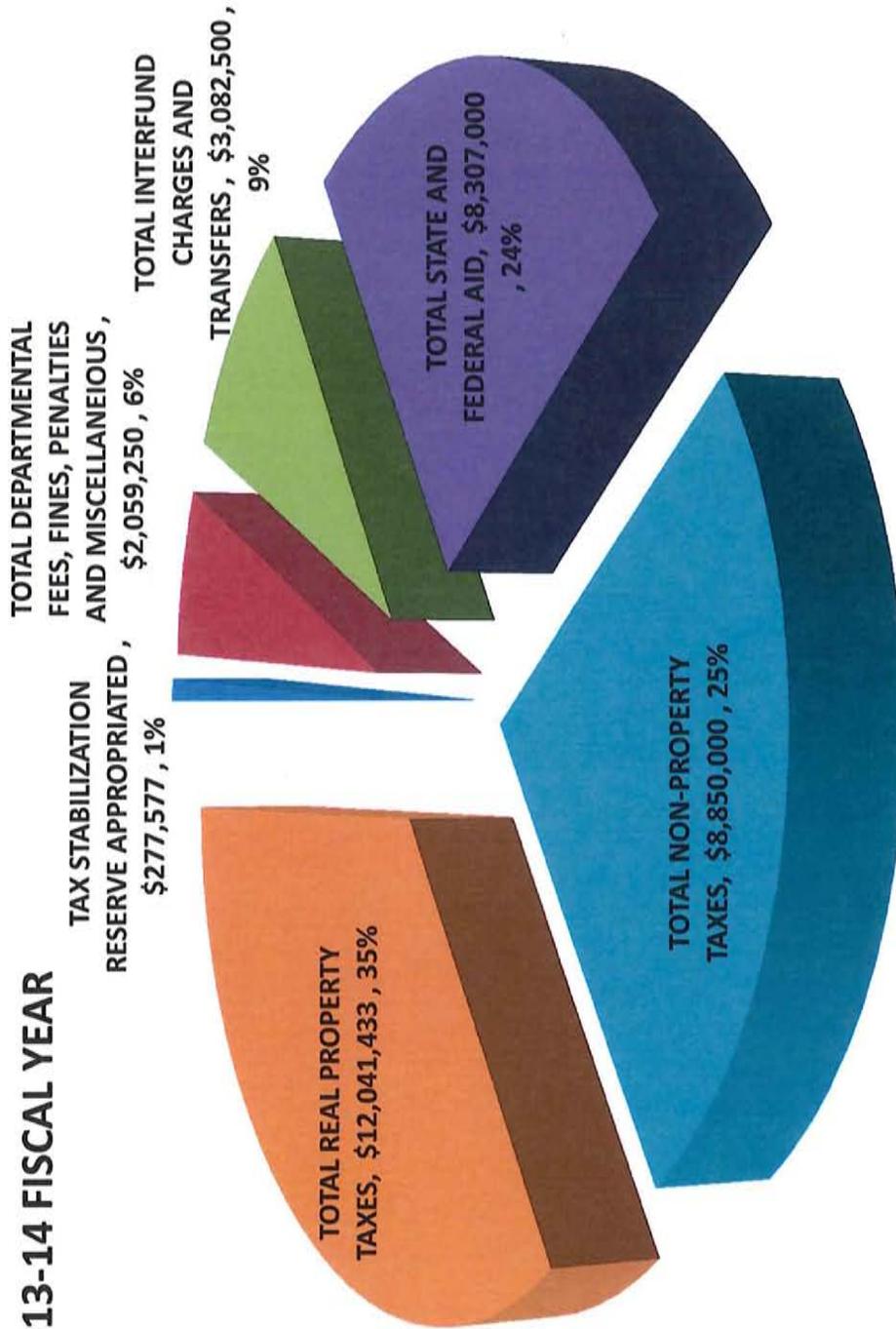
### Federal Aid

This category contains all aid monies provided to Auburn by the United States Federal Government. The Federal government provides aid to the City for elderly programs.

### Other

This category accounts for various uses of fund balances, such as the use of tax stabilization reserve and the equipment reserve, to balance the budget.

# CITY OF AUBURN REVENUES FOR THE 2013-14 FISCAL YEAR



**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<b><u>GENERAL FUND</u></b>		
<b><u>REAL PROP TAX ITEMS</u></b>		
1001 REAL PROPERTY TAXES	8,470,461.53	8,475,933.00
1002 REAL PROPERTY TAXES-CIP	2,567,936.98	2,742,500.00
1003 PROJECTED COLLECT UNPAID TAXES	147,639.82	150,000.00
1081 OTHER PYMTS IN LIEU OF TAXES	651,817.96	535,000.00
1090 INTEREST & PENALTIES	191,809.49	100,000.00
1091 ACCRUED INTEREST & PENALTIES	57,591.84	38,000.00
<b>TOTAL REAL PROP TAX ITEMS</b>	<b>12,087,257.62</b>	<b>12,041,433.00</b>
<b><u>NON-PROPERTY TAXES</u></b>		
1110 SALES & USE TAX	7,954,409.05	8,100,000.00
1130 UTILITIES GROSS RECEIPT TAXES	242,361.33	400,000.00
1170 FRANCHISE-SUBWAY & CABLE	319,560.04	350,000.00
<b>TOTAL NON-PROPERTY TAXES</b>	<b>8,516,330.42</b>	<b>8,850,000.00</b>
<b><u>DEPARTMENTAL INCOME</u></b>		
1230 TREASURER'S FEES	103,095.07	90,000.00
1235 CHARGES FOR TAX ADVERTISING	11,700.00	9,000.00
1255 CITY CLERK'S FEES	57,051.76	65,000.00
1260 CIVIL SERVICE FEES	785.00	3,500.00
1420 SUBORDINATION FEES	150.00	0.00
1440 ENGINEERING FEES	5,755.00	1,500.00
1520 POLICE FEES	6,950.80	8,000.00
1530 REIMBURSEMENTS - OVERTIME	6,572.03	0.00
1587 FIRE-MUTUAL AID REIMBURSEMENTS	300.00	1,600.00
1588 FIRE DEPT/3RD PARTY BILLING	35,599.21	25,000.00
1589 FIRE DEPT-LOCAL TRAIN & MANUAL	19,626.84	15,000.00
1710 CODES-GRASS/SNOW/TRASH	39,103.86	60,000.00
17201 PARKING OFF STREET PRK METERS	88,497.59	100,000.00
17202 PARKING GARAGE FEES	20,571.75	23,000.00
17203 PARKING PERMITS	81,008.50	85,000.00
1740 ON-STREET PARKING METERS	166,191.78	250,000.00
1741 TAXI CAB INSPECTIONS	273.00	500.00
2001 PARK & RECREATION CHARGES	6,380.00	4,000.00
2002 ADULT RECREATION	23,847.00	21,000.00

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received</u> <u>2012-2013</u>	<b>2013-2014</b> <b>Adopted</b> <b>Budget</b>
2025 SWIMMING POOL CHARGES	4,293.80	5,000.00
20651 SKATING RINK-PUBLIC SKATING	6,924.00	12,000.00
20652 SKATING RINK RENTAL-HOCKEY	34,331.00	45,000.00
2130 REFUSE COLLECTION FEE	15,600.00	13,000.00
2190 SALE OF CEMETERY LOTS	7,500.00	5,000.00
21921 CHARGES FOR CEMETERY SERVICES	23,760.00	11,000.00
<b>TOTAL DEPARTMENTAL INCOME</b>	<b>765,867.99</b>	<b>853,100.00</b>
 <u>INTERGOV'T CHARGES</u>		
2220 CIVIL SERVICE CHARGES SCHOOL	34,347.52	35,000.00
2221 SCHOOL RESOURCE OFFCR-AUB DIST	224,064.00	210,000.00
2225 FUEL CHARGES	4,522.17	3,500.00
<b>TOTAL INTERGOV'T CHARGES</b>	<b>262,933.69</b>	<b>248,500.00</b>
 <u>USE OF MONEY &amp; PROP</u>		
2401 INTEREST EARNINGS	142,014.10	10,000.00
2402 INTEREST EARN-ALLOCATED/CAPITL	13,085.66	12,000.00
24101 RENTAL OF REAL PROPERTY	50,294.47	75,000.00
<b>TOTAL USE OF MONEY &amp; PROP</b>	<b>205,394.23</b>	<b>97,000.00</b>
 <u>LICENSES &amp; PERMITS</u>		
25011 AMUSEMENT PLACES	5,360.00	5,500.00
25012 TAXICAB OWNERS	450.00	500.00
25013 ELECTRICAL LICENSES	12,995.00	12,000.00
25014 PLUMBING LICENSES	8,130.00	7,000.00
25016 MISCELLANEOUS BUSINESS	2,905.00	2,500.00
25017 TAXI DRIVERS	821.00	1,500.00
25018 PEDDLERS & SOLICITORS	1,300.00	1,000.00
2540 BINGO LICENSES	3,236.35	2,500.00
2544 DOG LICENSES	8,485.50	11,000.00
25451 GAMES OF CHANCE	955.76	1,000.00
25452 BELLJAR GAME	160.00	150.00
2550 FIRE PREVENTION CODE	3,950.00	3,500.00
2553 CERTIFICATE OF OCCUPANCY PERMI	25,440.00	21,000.00
2555 BUILDING & ALTERATIONS	39,512.00	25,000.00
2556 DEMOLITIONS	1,943.00	1,000.00

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received</u> <u>2012-2013</u>	<b>2013-2014</b> <u>Adopted</u> <u>Budget</u>
2557 SIGN INSTALLATION	1,150.00	2,000.00
2558 ZONING PERMITS	3,944.00	4,000.00
2559 NEW CODE FEES TBD	0.00	200,000.00
2565 PLUMBING PERMITS	9,744.00	7,000.00
2591 FOUNDERS DAY BOOTH FEE	0.00	1,000.00
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>130,481.61</b>	<b>309,150.00</b>
 <u>FINES &amp; FORFEITURES</u>		
26101 FINES & FORFEITED BAIL	7,867.70	7,500.00
26102 PARKING VIOLATIONS	121,110.00	190,000.00
26103 COURT TRAFFIC FINES	117,192.50	100,000.00
26104 COUNTY TICKET REVENUE	175.00	0.00
26105 SURCHARGE-HANDICAPPED PARKING	720.00	500.00
26106 COLLEGE TICKET REVENUE	460.00	500.00
2611 DOG FINES	5,641.00	4,000.00
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>253,166.20</b>	<b>302,500.00</b>
 <u>MISCELLANEOUS</u>		
2680 INSURANCE RECOVERIES	48,577.93	0.00
2690 OTHER COMPENSATION FOR LOSS	26,101.01	4,000.00
2700 MEDICARE D SUBSIDY	23,746.45	70,000.00
2701 REFUND OF PRIOR YEAR APPROP	41,976.39	5,000.00
2705 GIFTS & DONATIONS	446.75	0.00
2770 OTHER UNCLASSIFIED REVENUE	21,011.10	5,000.00
2771 STOP DWI GRANT-COUNTY	25,905.70	0.00
<b>TOTAL MISCELLANEOUS</b>	<b>187,765.33</b>	<b>84,000.00</b>
 <u>INTERFUND REVENUES</u>		
2773 TRANSFROM TRUST-HEALTH INS PRE	1,087,310.42	950,000.00
2813 TRANSFER FROM AIDA	0.00	22,500.00
2814 TRANSFER FROM CD-CDBG ADMIN	69,258.47	130,000.00
2815 RETURN INVESTMENT-SOLID WASTE	375,000.00	350,000.00
28151 ADMINISTR CHG-SOLID WASTE FUND	195,000.00	150,000.00
2816 RETURN INVESTMENT-WATER FUND	345,000.00	350,000.00
2817 ADMINISTRATIVE CHRGE-WATR FUND	150,000.00	150,000.00
2818 RETURN INVESTMENT-SEWER FUND	565,000.00	430,000.00

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received</u> <u>2012-2013</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
28181 ADMINISTRATIVE CHARGE-SEWER FD	235,000.00	315,000.00
2819 RETURN INVESTMENT-HYDRO FUND	0.00	135,000.00
2820 ADMINISTRATIVE CHRGE-HYDRO FND	0.00	100,000.00
<b>TOTAL INTERFUND REVENUES</b>	<b>3,021,568.89</b>	<b>3,082,500.00</b>
 <u>SALE OF PROPERTY</u>		
2650 SALE OF SCRAP & EXCESS MATL	19,633.64	15,000.00
2660 SALE OF REAL PROPERTY	104,915.39	100,000.00
2665 SALE OF EQUIPMENT	33,953.00	50,000.00
<b>TOTAL SALE OF PROPERTY</b>	<b>158,502.03</b>	<b>165,000.00</b>
 <u>STATE AID</u>		
2706 GRANTS	150.00	0.00
3001 STATE AID-GENERAL	4,982,093.00	4,980,000.00
3002 STATE AID-SUPPLEMENTAL	0.00	2,300,000.00
3004 STATE AID-CHIPS	533,697.42	609,000.00
3006 MORTGAGE TAX	205,620.19	200,000.00
3394 STATE AID-CRIMINAL JUSTICE GRT	43,698.63	0.00
3395 STATE AID-TRAFFIC SAFETY	17,980.32	10,000.00
3589 STATE AID-ARTERIAL MAINTENANCE	163,663.60	155,000.00
3772 STATE AID-PROGRAMS FOR AGING	7,948.00	7,000.00
3821 STATE AID-YOUTH RECREATION	4,543.00	6,000.00
3822 ST AID-LEGISLATIVE MEMBER ITEM	30,606.42	0.00
3823 STATE AID-DEPARTMENT OF HEALTH	370.82	0.00
3907 STATE AID-NYSERDA	865.05	0.00
<b>TOTAL STATE AID</b>	<b>5,991,236.45</b>	<b>8,267,000.00</b>
 <u>FEDERAL AID</u>		
4770 FEDERAL AID-21ST CENTURY GRANT	14,365.25	15,000.00
4772 FEDERAL AID-RSVP	26,130.51	0.00
4777 FEDERAL AID-BULLET PROOF VESTS	23,078.90	0.00
4783 FED AID-FEMA-FIRE DEPT EQUIP	16,020.00	0.00
4785 FED AID-US MARSHALS SERVICE	19,982.22	25,000.00
<b>TOTAL FEDERAL AID</b>	<b>99,576.88</b>	<b>40,000.00</b>

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<u>INTERFUND TRANSFERS</u>		
2891 TRANSFER FROM CAPITAL FUND	5,778.88	0.00
<b>TOTAL INTERFUND TRANSFERS</b>	<b>5,778.88</b>	<b>0.00</b>
<u>OTHER DEBT</u>		
<b>TOTAL OTHER DEBT</b>	<b>0.00</b>	<b>0.00</b>
<u>BOND PROCEEDS</u>		
<b>TOTAL BOND PROCEEDS</b>	<b>0.00</b>	<b>0.00</b>
<u>OTHER</u>		
5002 TAX STABILIZATION RESERVE	0.00	277,577.00
<b>TOTAL OTHER</b>	<b>0.00</b>	<b>277,577.00</b>
<b>FUND TOTAL</b>	<u><u>31,685,860.22</u></u>	<u><u>34,617,760.00</u></u>

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<b><u>SOLID WASTE FUND</u></b>		
<b><u>DEPARTMENTAL INCOME</u></b>		
2148 LATE CHARGES & PENALTIES	99,601.04	50,000.00
<b>TOTAL DEPARTMENTAL INCOME</b>	<b>99,601.04</b>	<b>50,000.00</b>
<b><u>INTERGOV'T CHARGES</u></b>		
2376 LANDFILL SERVICE-CITY	536,129.21	525,000.00
2377 LANDFILL SERVICE-OTHER	2,027,059.60	2,100,000.00
2378 COLLECT CHARGES-SPECIAL ITEMS	12,980.00	12,000.00
<b>TOTAL INTERGOV'T CHARGES</b>	<b>2,576,168.81</b>	<b>2,637,000.00</b>
<b><u>USE OF MONEY &amp; PROP</u></b>		
2401 INTEREST EARNINGS	4,220.31	3,000.00
<b>TOTAL USE OF MONEY &amp; PROP</b>	<b>4,220.31</b>	<b>3,000.00</b>
<b><u>LICENSES &amp; PERMITS</u></b>		
2590 DUMPING PERMIT	50,370.00	52,000.00
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>50,370.00</b>	<b>52,000.00</b>
<b><u>MISCELLANEOUS</u></b>		
2690 OTHER COMPENSATION FOR LOSS	621.91	0.00
2770 OTHER UNCLASSIFIED REVENUE	300.00	0.00
<b>TOTAL MISCELLANEOUS</b>	<b>921.91</b>	<b>0.00</b>
<b><u>INTERFUND REVENUES</u></b>		
2379 SALE OF METHANE-PWR UTIL FUND	94,863.48	100,000.00
<b>TOTAL INTERFUND REVENUES</b>	<b>94,863.48</b>	<b>100,000.00</b>
<b><u>SALE OF PROPERTY</u></b>		
2650 SALE OF SCRAP & EXCESS MATL	3,715.46	4,000.00

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
2652 SALE OF PLAST, GLASS, METAL	5,026.15	2,500.00
2656 SALE OF NEWSPAPERS	1,451.65	1,500.00
2658 SALE OF CARDBOARD	2,288.65	2,000.00
<b>TOTAL SALE OF PROPERTY</b>	<b>12,481.91</b>	<b>10,000.00</b>
 <u>STATE AID</u>		
<b>TOTAL STATE AID</b>	<b>0.00</b>	<b>0.00</b>
 <u>INTERFUND TRANSFERS</u>		
<b>TOTAL INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>
 <u>OTHER</u>		
5000 UNAPPROPRIATED SURPLUS	0.00	989,650.00
<b>TOTAL OTHER</b>	<b>0.00</b>	<b>989,650.00</b>
 <u>TRANSFERS</u>		
<b>TOTAL TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>
 <b>FUND TOTAL</b>	 <b><u>2,838,627.46</u></b>	 <b><u>3,841,650.00</u></b>

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<b><u>POWER UTILITY FUND</u></b>		
<b><u>DEPARTMENTAL INCOME</u></b>		
2143 SALE OF HYDRO POWER	80,539.99	42,750.00
2149 SALE OF ELECTRICITY	273,633.71	270,000.00
<b>TOTAL DEPARTMENTAL INCOME</b>	<b>354,173.70</b>	<b>312,750.00</b>
<b><u>USE OF MONEY &amp; PROP</u></b>		
2401 INTEREST EARNINGS	23,104.05	0.00
24101 RENTAL OF REAL PROPERTY	8,016.00	8,016.00
<b>TOTAL USE OF MONEY &amp; PROP</b>	<b>31,120.05</b>	<b>8,016.00</b>
<b><u>MISCELLANEOUS</u></b>		
2770 OTHER UNCLASSIFIED REVENUE	1,000.00	0.00
<b>TOTAL MISCELLANEOUS</b>	<b>1,000.00</b>	<b>0.00</b>
<b><u>INTERFUND REVENUES</u></b>		
2811 TRANS FROM OTHER FUND-GENERAL	2,500,000.00	800,000.00
2825 SALE OF ELECTRICITY-WWTP	407,368.42	350,000.00
<b>TOTAL INTERFUND REVENUES</b>	<b>2,907,368.42</b>	<b>1,150,000.00</b>
<b><u>STATE AID</u></b>		
<b>TOTAL STATE AID</b>	<b>0.00</b>	<b>0.00</b>
<b><u>FEDERAL AID</u></b>		
<b>TOTAL FEDERAL AID</b>	<b>0.00</b>	<b>0.00</b>
<b><u>BOND PROCEEDS</u></b>		
<b>TOTAL BOND PROCEEDS</b>	<b>0.00</b>	<b>0.00</b>

CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<u>OTHER</u>		
TOTAL OTHER	0.00	0.00
FUND TOTAL	<u>3,293,662.17</u>	<u>1,470,766.00</u>

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received</u> <u>2012-2013</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<b><u>WATER FUND</u></b>		
<b><u>DEPARTMENTAL INCOME</u></b>		
2140 METERED WATER SALES-PUBLIC	2,457,856.26	2,576,000.00
2141 METERED WATER SALES OTHER COMM	970,576.78	1,140,000.00
2142 UNMETERED WATER SALES-PUBLIC	4,485.85	6,000.00
2144 WATER CONNECTION CHARGES	91,622.58	75,000.00
2147 RESIDENTIAL METER REPLACE PRGM	66,975.56	66,000.00
2148 LATE CHARGES & PENALTIES	83,814.30	55,000.00
2151 DPW SERVICE FEES	35,870.06	0.00
<b>TOTAL DEPARTMENTAL INCOME</b>	<b>3,711,201.39</b>	<b>3,918,000.00</b>
<b><u>INTERGOV'T CHARGES</u></b>		
<b>TOTAL INTERGOV'T CHARGES</b>	<b>0.00</b>	<b>0.00</b>
<b><u>USE OF MONEY &amp; PROP</u></b>		
2401 INTEREST EARNINGS	11,341.23	1,000.00
2402 INTEREST EARN-ALLOCATED/CAPITA	1,203.36	0.00
<b>TOTAL USE OF MONEY &amp; PROP</b>	<b>12,544.59</b>	<b>1,000.00</b>
<b><u>MISCELLANEOUS</u></b>		
2680 INSURANCE RECOVERIES	4,637.76	0.00
2690 OTHER COMPENSATION FOR LOSS	885.13	0.00
2701 REFUND OF PRIOR YEAR APPROP	11,200.00	0.00
<b>TOTAL MISCELLANEOUS</b>	<b>16,722.89</b>	<b>0.00</b>
<b><u>INTERFUND REVENUES</u></b>		
2801 REIMBURSE LABOR MAINT/HYDRO	10,000.00	10,000.00
2811 TRANS FROM OTHER FUND-GENERAL	5,000.00	0.00
2818 TRANSFER FROM SEWER FUND	60,000.00	110,000.00
<b>TOTAL INTERFUND REVENUES</b>	<b>75,000.00</b>	<b>120,000.00</b>

CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<u>SALE OF PROPERTY</u>		
2650 SALE OF SCRAP & EXCESS MATL	2,816.34	0.00
<b>TOTAL SALE OF PROPERTY</b>	<b>2,816.34</b>	<b>0.00</b>
 <u>STATE AID</u>		
<b>TOTAL STATE AID</b>	<b>0.00</b>	<b>0.00</b>
 <u>INTERFUND TRANSFERS</u>		
<b>TOTAL INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>
 <u>OTHER</u>		
<b>TOTAL OTHER</b>	<b>0.00</b>	<b>0.00</b>
 <u>TRANSFERS</u>		
<b>TOTAL TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>
 <b>FUND TOTAL</b>	 <b><u>3,818,285.21</u></b>	 <b><u>4,039,000.00</u></b>

**CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014**

	<u>Received</u> <u>2012-2013</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<b><u>SEWER FUND</u></b>		
<b><u>DEPARTMENTAL INCOME</u></b>		
2120 SEWER RENTS-PUBLIC	5,427,932.09	5,505,000.00
21201 SEWER RENTS-OTHER GOV'T	3,111.31	0.00
2121 SEWER RENTS-OUTSIDE CITY	1,167,236.93	1,300,000.00
2125 SEWER MAINTENANCE SERVICES	0.00	1,000.00
2128 PENS ON DELINQUENT SEWER BILLS	163,979.86	135,000.00
2151 DPW SERVICE FEES	14,924.86	0.00
2375 SEPTAGE/WELL WATER PROCESSING	346,227.54	300,000.00
<b>TOTAL DEPARTMENTAL INCOME</b>	<b>7,123,412.59</b>	<b>7,241,000.00</b>
<b><u>USE OF MONEY &amp; PROP</u></b>		
2401 INTEREST EARNINGS	3,373.79	1,000.00
2402 INTEREST EARN-ALLOCATED/CAPITA	3,900.79	1,000.00
<b>TOTAL USE OF MONEY &amp; PROP</b>	<b>7,274.58</b>	<b>2,000.00</b>
<b><u>MISCELLANEOUS</u></b>		
2680 INSURANCE RECOVERIES	2,628.82	0.00
2690 OTHER COMPENSATION FOR LOSS	1,486.39	0.00
<b>TOTAL MISCELLANEOUS</b>	<b>4,115.21</b>	<b>0.00</b>
<b><u>INTERFUND REVENUES</u></b>		
2883 LANDFILL LEACHATE TREATMENT	110,000.00	110,000.00
<b>TOTAL INTERFUND REVENUES</b>	<b>110,000.00</b>	<b>110,000.00</b>
<b><u>SALE OF PROPERTY</u></b>		
<b>TOTAL SALE OF PROPERTY</b>	<b>0.00</b>	<b>0.00</b>
<b><u>INTERFUND TRANSFERS</u></b>		
<b>TOTAL INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>

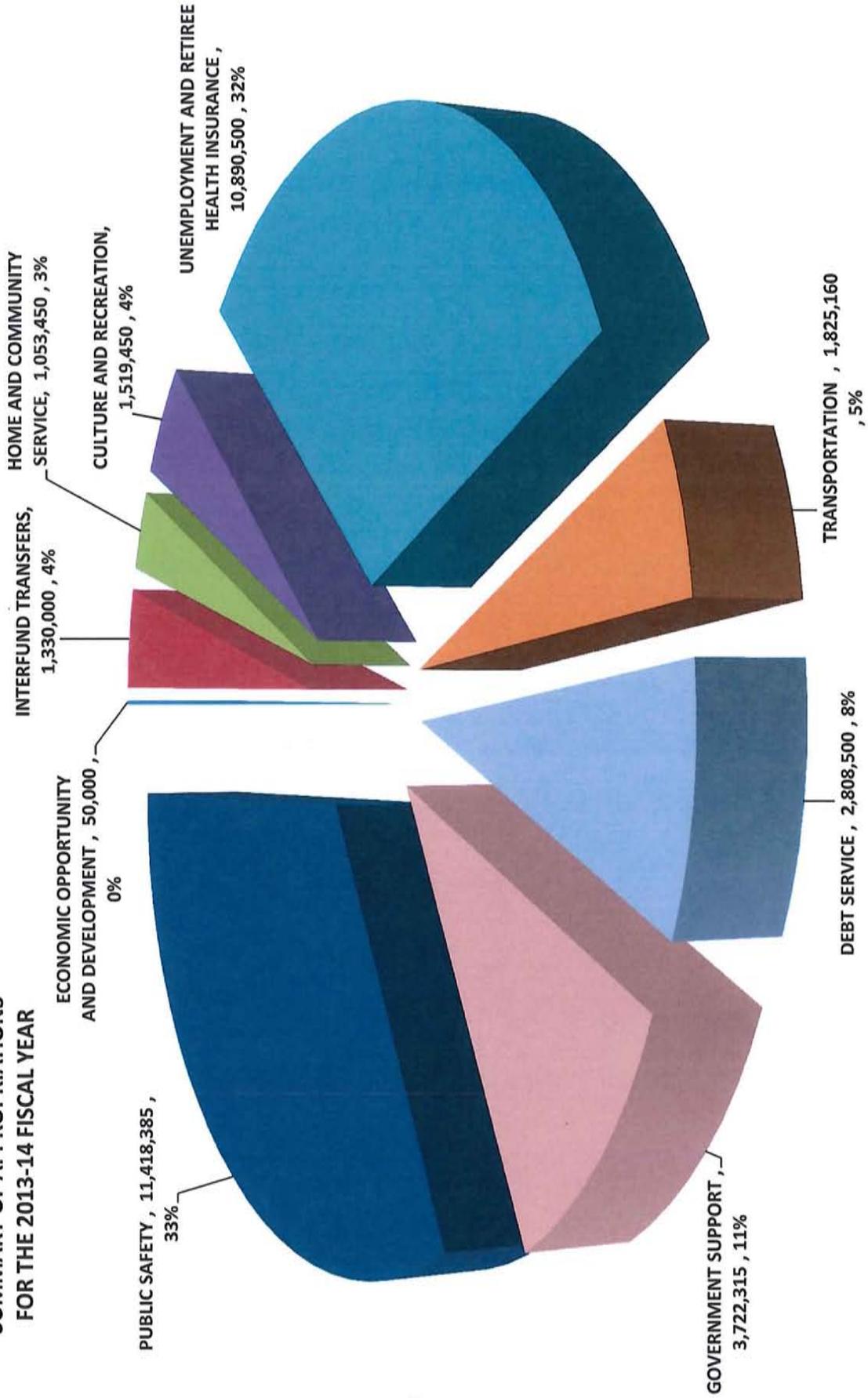
CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014

	<u>Received 2012-2013</u>	<u>2013-2014 Adopted Budget</u>
<u>OTHER</u>		
TOTAL OTHER	0.00	0.00
FUND TOTAL	<u>7,244,802.38</u>	<u>7,353,000.00</u>

CITY OF AUBURN - ANNUAL BUDGET  
ESTIMATED REVENUE FOR 2013-2014

	2012-2013 <u>Received</u>	2013-2014 <u>Final Budget</u>
TOTAL GENERAL FUND	31,685,860.22	34,617,760.00
TOTAL SOLID WASTE FUND	2,838,627.46	3,841,650.00
TOTAL POWER UTILITY FUND	3,293,662.17	1,470,766.00
TOTAL WATER FUND	3,818,285.21	4,039,000.00
TOTAL SEWER FUND	7,244,802.38	7,353,000.00
 GRAND TOTAL ALL FUNDS	 <u>48,881,237.44</u>	 <u>51,322,176.00</u>

**CITY OF AUBURN  
SUMMARY OF APPROPRIATIONS  
FOR THE 2013-14 FISCAL YEAR**



**CITY OF AUBURN / BUDGET SUMMARY REPORT**

	<b>2012-2013</b>	<b>2013-2014</b>
	<b>Actual</b>	<b>Adopted</b>
	<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
A5630 BUS OPERATION	0.00	0.00
A5651 MUNICIPAL PARKING	222,658.66	250,300.00
A6410 CITY BEAUTIFICATION	55,000.00	50,000.00
A7020 PARK & RECREATION ADMIN	45,668.65	52,500.00
A7030 ARTS & CULTURAL ORGANIZATIONS	54,250.00	29,250.00
A7110 PARKS MAINTENANCE	566,481.53	657,050.00
A7142 PLAYGROUND OPERATIONS	9,248.00	16,000.00
A7143 CASEY PARK	386,554.11	433,950.00
A7210 FALCON PARK	103,031.54	103,250.00
A7270 BAND CONCERTS	8,102.56	12,000.00
A7550 CELEBRATIONS	38,227.23	52,000.00
A7610 SENIOR CITIZENS-SCHWARTZ TOWER	46,325.08	54,950.00
A7611 RSVP (BOYLE CENTER)	75,594.78	87,500.00
A7620 ADULT RECREATION	14,706.40	21,000.00
A8010 ZONING BOARD	2,550.82	4,000.00
A8020 PLANNING	390,727.09	380,000.00
A8021 EMPIRE ZONE	0.00	0.00
A8040 HUMAN RIGHTS	0.00	0.00
A8161 REFUSE COLLECTION	517,409.99	531,000.00
A8170 STREET CLEANING	7,295.00	24,000.00
A8245 MUNICIPAL POWER AGENCY	1,890.83	2,200.00
A8560 URBAN FORESTRY ( SHADE TREES)	66,687.58	102,500.00
A8810 CEMETERY MAINTENANCE	5,317.17	9,750.00
A9010 RETIREMENT - GENERAL	731,732.23	880,000.00
A9015 RETIREMENT - POLICE & FIRE	2,790,553.60	3,000,000.00
A9030 SOCIAL SECURITY & MEDICARE	1,129,270.87	1,150,000.00
A9040 WORKER'S COMPENSATION	266,558.63	330,000.00
A9050 UNEMPLOYMENT INSURANCE	51,569.05	50,000.00
A9060 HEALTH & DENTAL INSURANCE	4,618,533.15	5,444,500.00
A9085 SUPP BENEFITS-DISABLED FIRE	0.00	36,000.00
A9512 TRANS TO OTHER FUND-WATER	5,000.00	5,000.00
A9520 CAPITAL RESERVES	0.00	0.00
A9710 DEBT SERVICE	1,835,179.84	2,002,500.00
A9730 BOND ANTICIPATION NOTES	195,718.11	740,000.00
A9785 INSTALLMENT PURCHASES	207,340.84	66,000.00
A9812 TRANSFERS TO OTHER FUNDS	2,954,470.51	1,325,000.00
	<u>34,357,676.00</u>	<u>34,617,760.00</u>
TOTAL GENERAL FUND		

CITY OF AUBURN / BUDGET SUMMARY REPORT

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>GENERAL FUND</u>		
A1110 CITY COURT	121,581.95	105,000.00
A1210 MAYOR & CITY COUNCIL	78,978.71	76,490.00
A1230 CITY MANAGER	170,749.92	115,400.00
A1305 COMPTROLLER	151,724.33	122,550.00
A1315 ACCOUNTING	152,723.56	182,450.00
A1325 TREASURER	253,845.57	266,200.00
A1355 ASSESSMENT	156,148.91	196,375.00
A1364 EXPENSES ON PROP ACQUIRED-TAX	15,819.88	14,000.00
A1410 CITY CLERK	194,328.39	259,400.00
A1420 CORPORATION COUNSEL	312,777.55	226,900.00
A1430 CIVIL SERVICE	54,174.08	57,000.00
A1435 HUMAN RESOURCES	57,256.42	62,800.00
A1440 ENGINEERING	425,658.46	452,650.00
A1450 BOARD OF ELECTIONS	15,592.40	20,000.00
A1460 RECORDS MANAGEMENT	17,048.41	19,000.00
A1620 BUILDINGS	219,968.23	203,800.00
A1640 PUBLIC WORKS GARAGE	296,841.38	370,300.00
A1660 CENTRAL STORES	0.00	0.00
A1670 CENTRAL SERVICES	374,670.95	401,000.00
A1910 UNALLOCATED INSURANCE	356,793.45	325,000.00
A1911 UNALLOCATED SALARIES	368,896.14	100,000.00
A1920 MUNICIPAL ASSOCIATION DUES	9,967.00	11,000.00
A1930 JUDGMENTS & SETTLEMENTS	46,252.73	0.00
A1950 TAXES ON CITY OWNED PROPERTY	247.10	35,000.00
A1990 CONTINGENCY	0.00	100,000.00
A2989 DARE	0.00	0.00
A3030 SAFETY TRAINING	2,320.28	2,800.00
A3120 POLICE	5,770,038.20	5,544,700.00
A3150 JAIL	148.10	1,000.00
A3310 SIGNAL MAINTENANCE	23,828.58	88,000.00
A3410 FIRE	5,560,743.92	5,352,725.00
A3510 ANIMAL CONTROL	32,552.68	41,000.00
A3611 PLUMBING BOARD	28,549.21	28,400.00
A3612 ELECTRICAL BOARD	2,216.46	2,560.00
A3620 CODE ENFORCEMENT	328,590.91	307,200.00
A3650 DEMOLITION OF UNSAFE BUILDINGS	3,290.00	50,000.00
A5010 PUBLIC WORKS ADMINISTRATION	72,847.71	86,360.00
A5110 STREET MAINTENANCE	617,829.87	684,500.00
A5142 SNOW REMOVAL	192,230.19	323,000.00
A5182 STREET LIGHTING	466,790.52	481,000.00

**CITY OF AUBURN / BUDGET SUMMARY REPORT**

	<b>2012-2013</b>	<b>2013-2014</b>
	<b>Actual</b>	<b>Adopted</b>
	<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
<b><u>SOLID WASTE FUND</u></b>		
AL1910 UNALLOCATED INSURANCE	36,440.13	38,000.00
AL1911 UNALLOCATED SALARIES	86,146.27	20,000.00
AL1930 JUDGMENTS & SETTLEMENTS	0.00	5,000.00
AL1988 BAD DEBT EXPENSE	106,968.90	30,000.00
AL1990 CONTINGENCY	0.00	20,000.00
AL1994 DEPRECIATION EXPENSE	937,539.02	900,000.00
AL8160 SOLID WASTE ADMINISTRATION	176,246.53	189,900.00
AL8162 REFUSE DISPOSAL	579,390.10	673,850.00
AL8164 RECYCLING	125,702.18	134,400.00
AL8165 SOLID WASTE MANAGEMENT CAMPUS	0.00	0.00
AL8166 METHANE GAS UTILITIES	70,409.87	124,800.00
AL8167 LANDFILL CLOSURE ( ACCRUAL)	-62,700.00	300,000.00
AL8168 LANDFILL POST-CLOSURE(ACCRUAL)	-160,000.00	200,000.00
AL9010 RETIREMENT - GENERAL	71,812.87	150,000.00
AL9030 SOCIAL SECURITY & MEDICARE	40,328.63	45,300.00
AL9040 WORKER'S COMPENSATION	70,112.85	72,500.00
AL9050 UNEMPLOYMENT INSURANCE	0.00	5,000.00
AL9060 HEALTH & DENTAL INSURANCE	108,759.40	136,100.00
AL9510 TRANSFERS TO OTHER FUNDS	570,000.00	500,000.00
AL9512 TRANS TO OTHER FUND-WATER	0.00	0.00
AL9520 CAPITAL RESERVES	0.00	0.00
AL9710 DEBT SERVICE	177,706.19	186,800.00
AL9730 BOND ANTICIPATION NOTES	0.00	0.00
AL9785 INSTALLMENT PURCHASES	0.00	0.00
AL9812 TRANSFERS TO OTHER FUNDS	110,000.00	110,000.00
	<u>3,044,862.94</u>	<u>3,841,650.00</u>
TOTAL SOLID WASTE FUND		

**CITY OF AUBURN / BUDGET SUMMARY REPORT**

		<b>2012-2013</b>	<b>2013-2014</b>
		<b>Actual</b>	<b>Adopted</b>
		<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
<b><u>POWER UTILITY FUND</u></b>			
E1910	UNALLOCATED INSURANCE	15,233.55	19,000.00
E1990	CONTINGENCY	0.00	163,766.00
E1994	DEPRECIATION EXPENSE	89,472.66	90,000.00
E1995	AMORTIZATION EXPENSE	170,524.87	180,000.00
E8240	HYDRO-ELECTRIC SERVICES	45,753.79	53,000.00
E8241	ELECTRIC GENERATION FACILITY	1,533,234.58	700,000.00
E9510	TRANSFERS TO OTHER FUNDS	0.00	235,000.00
E9710	DEBT SERVICE	25,893.72	20,000.00
E9730	BOND ANTICIPATION NOTES	0.00	10,000.00
	TOTAL POWER UTILITY FUND	<u>1,880,113.17</u>	<u>1,470,766.00</u>

**CITY OF AUBURN / BUDGET SUMMARY REPORT**

	<b>2012-2013</b>	<b>2013-2014</b>
	<b>Actual</b>	<b>Adopted</b>
	<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
<b><u>WATER FUND</u></b>		
F1910 UNALLOCATED INSURANCE	34,964.94	38,000.00
F1911 UNALLOCATED SALARIES	24,027.75	10,000.00
F1930 JUDGMENTS & SETTLEMENTS	0.00	5,000.00
F1950 TAXES ON CITY OWNED PROPERTY	4,379.23	5,000.00
F1990 CONTINGENCY	0.00	173,306.00
F8310 UTILITY BILLING	81,612.73	170,794.00
F8320 SOURCE OF SUPPLY(PUMPING STAT)	149,638.38	257,650.00
F8330 WATER FILTRATION	880,784.29	1,077,200.00
F8340 TRANSMISSION & DISTRIBUTION	657,843.79	635,900.00
F9010 RETIREMENT - GENERAL	123,845.38	243,000.00
F9030 SOCIAL SECURITY & MEDICARE	69,866.17	74,200.00
F9040 WORKER'S COMPENSATION	38,123.49	39,000.00
F9050 UNEMPLOYMENT INSURANCE	0.00	5,000.00
F9060 HEALTH & DENTAL INSURANCE	181,486.39	185,950.00
F9510 TRANSFERS TO OTHER FUNDS	495,000.00	500,000.00
F9520 CAPITAL RESERVES	0.00	186,000.00
F9710 DEBT SERVICE	298,593.77	393,000.00
F9730 BOND ANTICIPATION NOTES	1,389.90	40,000.00
F9785 INSTALLMENT OBLIGATIONS	0.00	0.00
F9812 TRANSFERS TO OTHER FUNDS	1,100.00	0.00
	<u>3,042,656.21</u>	<u>4,039,000.00</u>
TOTAL WATER FUND		

**CITY OF AUBURN / BUDGET SUMMARY REPORT**

	<b>2012-2013</b>	<b>2013-2014</b>
	<b>Actual</b>	<b>Adopted</b>
	<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
<b><u>SEWER FUND</u></b>		
G1910 UNALLOCATED INSURANCE	72,766.71	80,000.00
G1911 UNALLOCATED SALARIES	25,964.05	15,000.00
G1930 JUDGMENTS & SETTLEMENTS	0.00	25,000.00
G1950 TAXES ON CITY OWNED PROPERTY	918.30	1,500.00
G1990 CONTINGENCY	0.00	46,700.00
G8120 SANITARY SEWERS	521,451.88	626,900.00
G8130 SEWAGE TREATMENT	1,988,475.73	2,138,800.00
G9010 RETIREMENT - GENERAL	220,677.92	327,000.00
G9030 SOCIAL SECURITY & MEDICARE	82,106.48	100,000.00
G9040 WORKER'S COMPENSATION	63,831.44	65,000.00
G9050 UNEMPLOYMENT INSURANCE	0.00	0.00
G9060 HEALTH & DENTAL INSURANCE	292,649.23	278,100.00
G9510 TRANSFERS TO OTHER FUNDS	800,000.00	760,000.00
G9512 TRANSFERS TO OTHER FUNDS	60,000.00	110,000.00
G9520 CAPITAL RESERVES	0.00	0.00
G9710 DEBT SERVICE	2,612,358.79	2,724,000.00
G9730 BOND ANTICIPATION NOTES	4,588.37	55,000.00
G9785 INSTALLMENT OBLIGATIONS	0.00	0.00
G9812 TRANSFERS TO OTHER FUNDS	0.00	0.00
	<u>6,745,788.90</u>	<u>7,353,000.00</u>
TOTAL SEWER FUND		

## CITY PERSONNEL SUMMARY

	<u>2012-13</u>	<u>2013-14</u>
<b>GOVERNMENT</b>		
Mayor and City Council	3.0	3.0
City Clerk		
City Clerk/Administration	3.5	3.5
Records Management	<u>0.5</u>	<u>0.5</u>
<b>Total City Clerk</b>	<u>4.0</u>	<u>4.0</u>
<b>TOTAL GOVERNMENT</b>	7.0	7.0
<b>MANAGEMENT</b>		
City Manager	2.0	1.0
Corporation Counsel	2.0	2.0
Human Resources	1.0	1.0
Civil Service	2.5	2.5
Planning and Economic Development	5.5	5.5
Code Enforcement	5.5	4.0
Plumbing Board	<u>0.5</u>	<u>0.5</u>
<b>TOTAL MANAGEMENT</b>	19.0	16.5
<b>FINANCE</b>		
Comptroller	1.5	1.0
Accounting	3.0	3.0
City Treasurer	5.0	5.0
Assessment	<u>3.0</u>	<u>3.0</u>
<b>TOTAL FINANCE</b>	12.5	12.0
<b>PUBLIC SAFETY SERVICES</b>		
Police		
Police	71.5	74.5
Municipal Parking	<u>3.5</u>	<u>3.5</u>
<b>Total Police</b>	75.0	77.5
<b>Fire</b>	<u>76.0</u>	<u>66.0</u>
<b>TOTAL PUBLIC SAFETY SERVICES</b>	151.0	143.5
<b>PUBLIC WORKS</b>		
Public Works Garage	3.5	3.5
Public Works Administration	0.5	0.5

	<u>2012-13</u>	<u>2013-14</u>
Street Maintenance	9.0	10.0
Park and Recreation Administration	1.0	1.0
Park Maintenance	9.0	10.0
Casey Park	3.0	3.0
Falcon Baseball Park	0.5	0.5
RSVP	2.0	1.5
Senior Citizens	0.5	0.5
Urban Forestry	1.0	1.0
Buildings	3.5	2.0
Solid Waste Collection	<u>8.5</u>	<u>8.5</u>
<b>TOTAL GENERAL FUND PUBLIC WORKS</b>	42.0	42.0
<b>ENGINEERING</b>	<u>6.0</u>	<u>6.0</u>
<b>TOTAL GENERAL FUND</b>	237.5	227.0
<b>SOLID WASTE</b>		
Administration	1.5	1.5
Disposal	5.5	5.5
Recycling	2.5	2.5
Methane Utilities	<u>1.0</u>	<u>1.0</u>
<b>TOTAL SOLID WASTE</b>	10.5	10.5
<b>WATER FUND</b>		
Utility Billing	1.5	1.5
Water Treatment	7.0	7.0
Transmission & Distribution	<u>6.5</u>	<u>6.5</u>
<b>TOTAL WATER</b>	15.0	15.0
<b>SEWER FUND</b>		
Sewer Maintenance	7.5	7.5
Wastewater Treatment	<u>15.0</u>	<u>15.0</u>
<b>TOTAL SEWER</b>	22.5	22.5
<b>CITY TOTAL FTE</b>	<u>285.5</u>	<u>275.0</u>
<b>Permanent Full Time</b>		<b>256.0</b>
<b>Permanent Part Time (38 employees) FTE</b>		<b>19.0</b>

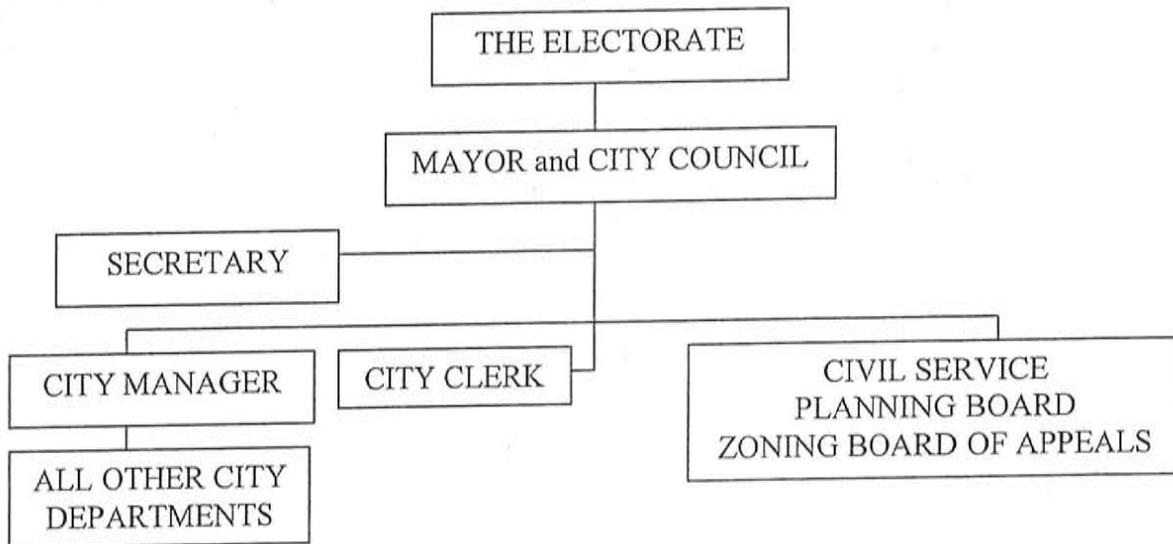
## Mayor and City Council

### MISSION

*It is the Mission of the Mayor and City Council to represent the citizens of Auburn in an open and democratic manner; to meet weekly and establish a forum for issues; and to further enact legislation, appoint officers and oversee City operations.*

### ORGANIZATIONAL STRUCTURE AND DUTIES

The Mayor and City Council serve as the legislative body of the City. The Council is chaired by the Mayor, and is comprised of four other members, which are each elected to serve four-year terms. The Council meets weekly to approve various resolutions, ordinances, and other measures including the City's annual budget and to conduct work sessions on various topics. The Council appoints the City Manager, the City Clerk and the Deputy City Clerk, while the Mayor appoints citizens, most often with the approval of Council, to a number of citywide commissions and boards.



### FULL TIME EQUIVALENT EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>MAYOR AND COUNCIL</u>					
Mayor			.5	.5	\$10,890
Secretary to the Mayor	M5	C/D	.5	.5	22,349
City Councilor			2.0	2.0	27,219
<b>Department Total</b>			<b>3.0</b>	<b>3.0</b>	

CITY OF AUBURN

	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A1210</u> <u>MAYOR &amp; CITY COUNCIL</u>		
130      TEMPORARY & PART TIME	70,631.07	64,000.00
411      OFFICE SUPPLIES	663.76	1,990.00
412      OPERATING SUPPLIES	577.67	400.00
440      SERVICES	3,995.00	5,000.00
445      MISCELLANEOUS BUSINESS EXPENSE	-1.59	100.00
459      SPECIAL PROJECTS	973.80	3,500.00
460      TRAVEL, TRAINING, PROF DEV	2,139.00	1,500.00
 <b>ACTIVITY TOTAL</b>	 <u>78,978.71</u>	 <u>76,490.00</u>
 <b>DEPARTMENT TOTAL</b>	 <u>78,978.71</u>	 <u>76,490.00</u>

## **Commissions and Boards**

### **PROCEDURES AND ROLES**

*There are numerous commissions and/or boards in the City of Auburn - the Civil Service Commission, Human Rights Commission, Planning Board, Zoning Board of Appeals, Parks and Recreation Commission, Historic Sites Commission, Auburn Industrial Development Authority (AIDA), Assessment Board of Review, Auburn Plumbing Board, Empire Zone Board, Historic Resource Review Board, Neighborhood & Housing Commission – each serving different functions as prescribed by the City Charter or by statutes. All commissions are appointed by the City Council and/or the Mayor.*

### **ORGANIZATIONAL STRUCTURE AND DUTIES**

Civil Service Commission – The Civil Service Commission serves as an impartial, unbiased broker to conduct matters of personnel administration in the City of Auburn. The three commissioners are appointed by the City Council who acts as a liaison between the Civil Service, City Manager and the Commission. The Civil Service Commission establishes a variety of policies, objectives, and plans in order to maintain fair and uniform programs for personnel administration. These Civil Service functions include:

- Drafting, announcing and administering Civil Service Exams.
- Certify individuals from eligible lists.
- Certifying positions and salaries for payroll.
- Preparing, conducting and transcribing meetings as needed to address changes in law or other Civil Service related questions.
- Conducting public hearings to address new positions or changes in job classifications.
- Updating all personnel changes, monitoring step and longevity increases, and tracking required licenses for employment.

Human Rights Commission – The Auburn Human Rights Commission was established by the City Council in 1964 to encourage and ensure that every individual has an equal opportunity to participate in the economic, cultural, and intellectual life of the community regardless of disability, creed, race, sex, age or national origin. The Commission consists of nine Board members, including one Youth Member and is appointed by the City Council. The Commission sponsors a variety of events and activities including, but not limited to, Legal Aid for the Economically Disadvantaged, Food Pantry, Multi-Cultural Art Classes, Annual Human Rights Recognition Awards, Education Ad Campaign, a web-site, and the Annual Human Rights Scholarship and Reception.

## City of Auburn, New York FY 2013-14 Adopted Budget

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Zoning Board of Appeals – The Zoning Board of Appeals is a seven-member board appointed by the Mayor. Their major duty is to hear complaints on zoning requirements and/or violations and to issue area or yard variances to allow construction throughout the City.

Planning Board – The Mayor appoints the Planning Board, which acts in an advisory capacity to address issues regarding public improvements, streets, parks and other matters of the general welfare.

Parks & Recreation Commission – The function of the Parks & Recreation Commission is to act as an advisory board to the Council and City Manager in his management of the City parks and recreational facilities.

Historic Sites Commission – The Historic Sites Commission's purpose and goals, include, but are not limited to, the development of a tourism strategy for the City of Auburn; development of a plan to link all historic sites in the City of Auburn for marketing and promotional purposes; endeavor toward becoming a New York State Heritage Area; develop a Visitors' Center; review and revise all promotional literature and signage; and development of special historical related events.

Auburn Industrial Development Authority (AIDA) – The City Council appoints members to AIDA. The purpose is to promote, develop, encourage, and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping, and furnishing of industrial, manufacturing, warehouse, commercial, and research facilities.

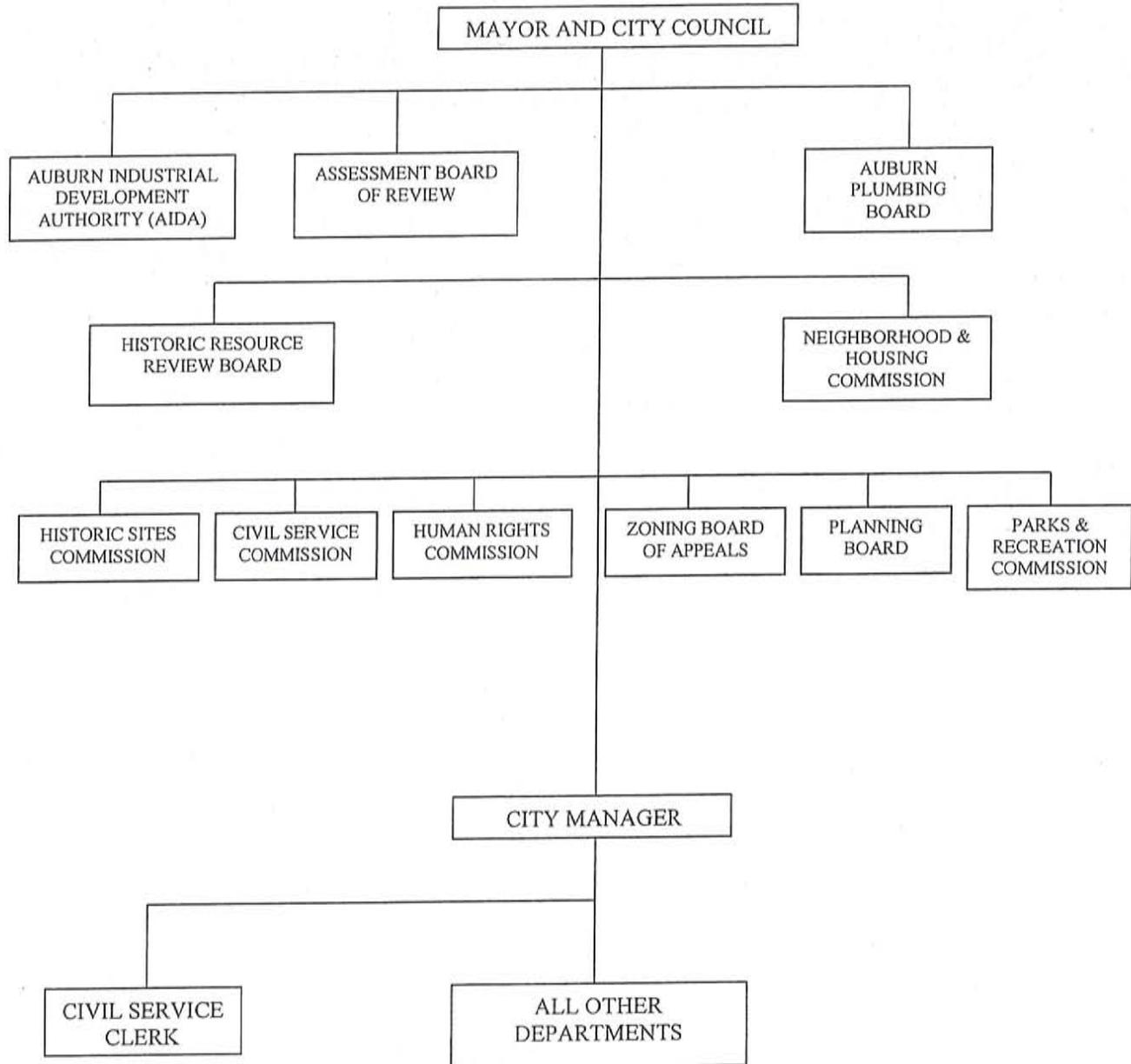
Assessment Board of Review – The City Council appoints members. The purpose is to annually review all assessment grievances.

Auburn Plumbing Board – The Mayor appoints members. The purpose is to regulate all plumbing work done in the City of Auburn.

Historic Resource Review Board: The City Council appoints members. The purpose is to review and act on matters subject to historic preservation regulations in the City of Auburn.

Neighborhood & Housing Commission – The City Council appoints members. The purpose is to study the housing and neighborhood issues and concerns facing the City of Auburn and to recommend programs to address, minimize, and/or resolve the problems.

City of Auburn, New York FY 2013-14 Adopted Budget



City of Auburn, New York FY 2013-14 Adopted Budget

FULL TIME EQUIVALENT EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>CIVIL SERVICE</u>					
Civil Service Clerk	M8	F	1.00	1.00	\$46,000
Civil Service Commissioners			1.50	1.50	9,900
Sec. Civil Service Commission			0.00	0.00	- 0 -
<b>Sub-total Civil Service</b>			<b>2.50</b>	<b>2.50</b>	
<b>Commissions and Boards Total</b>			<b>2.50</b>	<b>2.50</b>	

CITY OF AUBURN

	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A1430</u> <u>CIVIL SERVICE</u>		
110    SALARY & WAGES	42,696.69	46,000.00
130    TEMPORARY & PART TIME	10,398.39	10,000.00
411    OFFICE SUPPLIES	531.00	500.00
440    SERVICES	219.00	0.00
460    TRAVEL, TRAINING, PROF DEV	329.00	500.00
 <b>ACTIVITY TOTAL</b>	 <u>54,174.08</u>	 <u>57,000.00</u>
  <b>DEPARTMENT TOTAL</b>	  <u>54,174.08</u>	  <u>57,000.00</u>

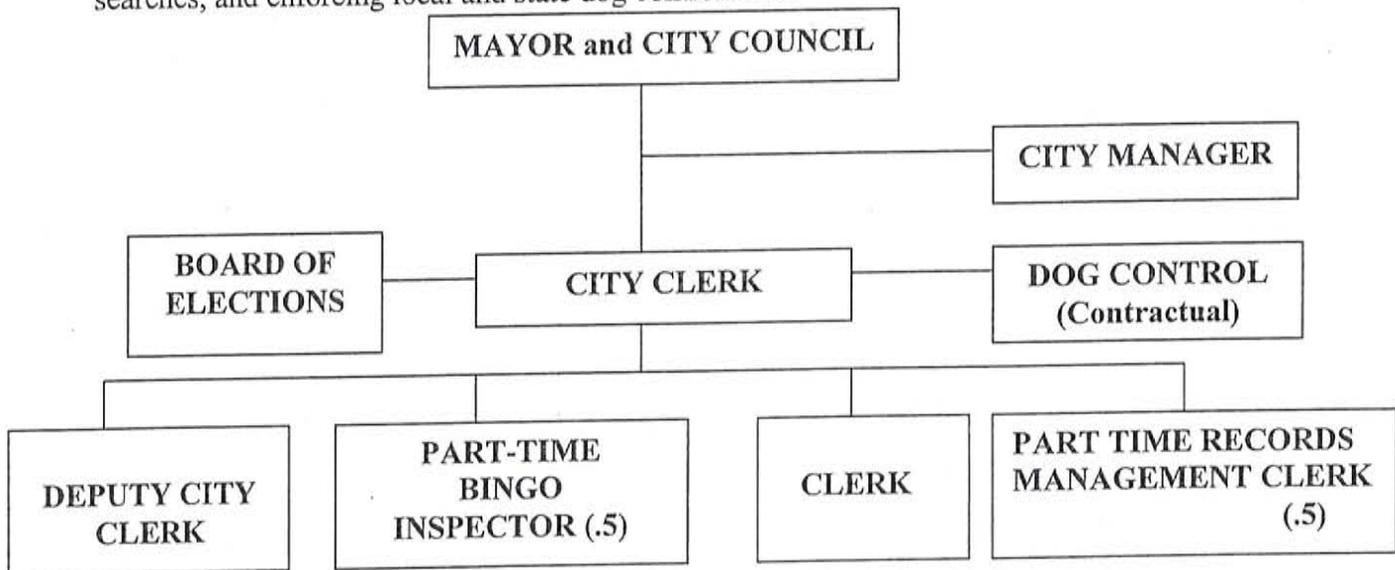
## The Office of the City Clerk

### MISSION

*It is the Mission of the Office of the City Clerk to provide citizens of Auburn with timely and efficient service when obtaining licensing, permits, information and access to city information and records, as permitted by NYS rules and regulations. The Clerk's office is also committed to providing current and relevant information to citizens, visitors and businesses by pro-actively and enthusiastically maintaining the City's website.*

### ORGANIZATIONAL STRUCTURE AND DUTIES

The City Clerk is appointed by the City Council and is the official custodian of all City of Auburn government records, vital records (birth, death and marriage) and the City Seal. The City Clerk serves as the City's Registrar of Vital Records, Website Administrator, and Records Management and Access Officer. The Clerk authenticates all contracts and agreements authorized by City officials. The Clerk is responsible for preparing official minutes of City Council meetings. The Clerk manages edits/updates and publication of the City's Municipal Code. Other responsibilities of the Office of the City Clerk include the issuance of a variety of licenses, including marriage licenses, dog licenses, bingo and games of chance licenses, fire prevention inspection permits, certificates of marriage, birth and death, performing genealogical searches, and enforcing local and state dog control laws.



City of Auburn, New York, FY 2013-14 Adopted Budget

FULL TIME EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>OFFICE OF THE CITY CLERK</u>					
City Clerk	M	E	1.0	1.0	\$52,139
Deputy City Clerk	CM	B/C	1.0	1.0	45,939
Clerk	5	E/F	1.0	1.0	40,312
Bingo Inspector			0.5	0.5	5,500
<b>Office of the City Clerk Total</b>			<b>3.5</b>	<b>3.5</b>	
<u>RECORDS MANAGEMENT</u>					
Records Management Clerk, Part-time			0.5	0.5	19,000
<b>Sub-total Records Management</b>			<b>0.5</b>	<b>0.5</b>	
<b>Department Total</b>			<b>4.0</b>	<b>4.0</b>	

CITY OF AUBURN

		<u>2012-2013</u> Actual Expenditure	<u>2013-2014</u> Adopted Budget
<u>A1410</u>	<u>CITY CLERK</u>		
110	SALARY & WAGES	135,758.39	140,500.00
120	SICK INCENTIVE	0.00	150.00
130	TEMPORARY & PART TIME	5,903.75	5,500.00
210	FURNITURE & FIXTURES	0.00	250.00
220	OFFICE EQUIPMENT	0.00	500.00
411	OFFICE SUPPLIES	1,362.00	2,000.00
440	SERVICES	50,996.49	110,000.00
460	TRAVEL, TRAINING, PROF DEV	307.76	500.00
	<b>ACTIVITY TOTAL</b>	<u>194,328.39</u>	<u>259,400.00</u>
<u>A1450</u>	<u>BOARD OF ELECTIONS</u>		
450	FEES	15,592.40	20,000.00
	<b>ACTIVITY TOTAL</b>	<u>15,592.40</u>	<u>20,000.00</u>
<u>A1460</u>	<u>RECORDS MANAGEMENT</u>		
130	TEMPORARY & PART TIME	17,048.41	19,000.00
	<b>ACTIVITY TOTAL</b>	<u>17,048.41</u>	<u>19,000.00</u>
<u>A3510</u>	<u>ANIMAL CONTROL</u>		
440	SERVICES	32,552.68	41,000.00
	<b>ACTIVITY TOTAL</b>	<u>32,552.68</u>	<u>41,000.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>259,521.88</u>	<u>339,400.00</u>

## **Office of the City Manager**

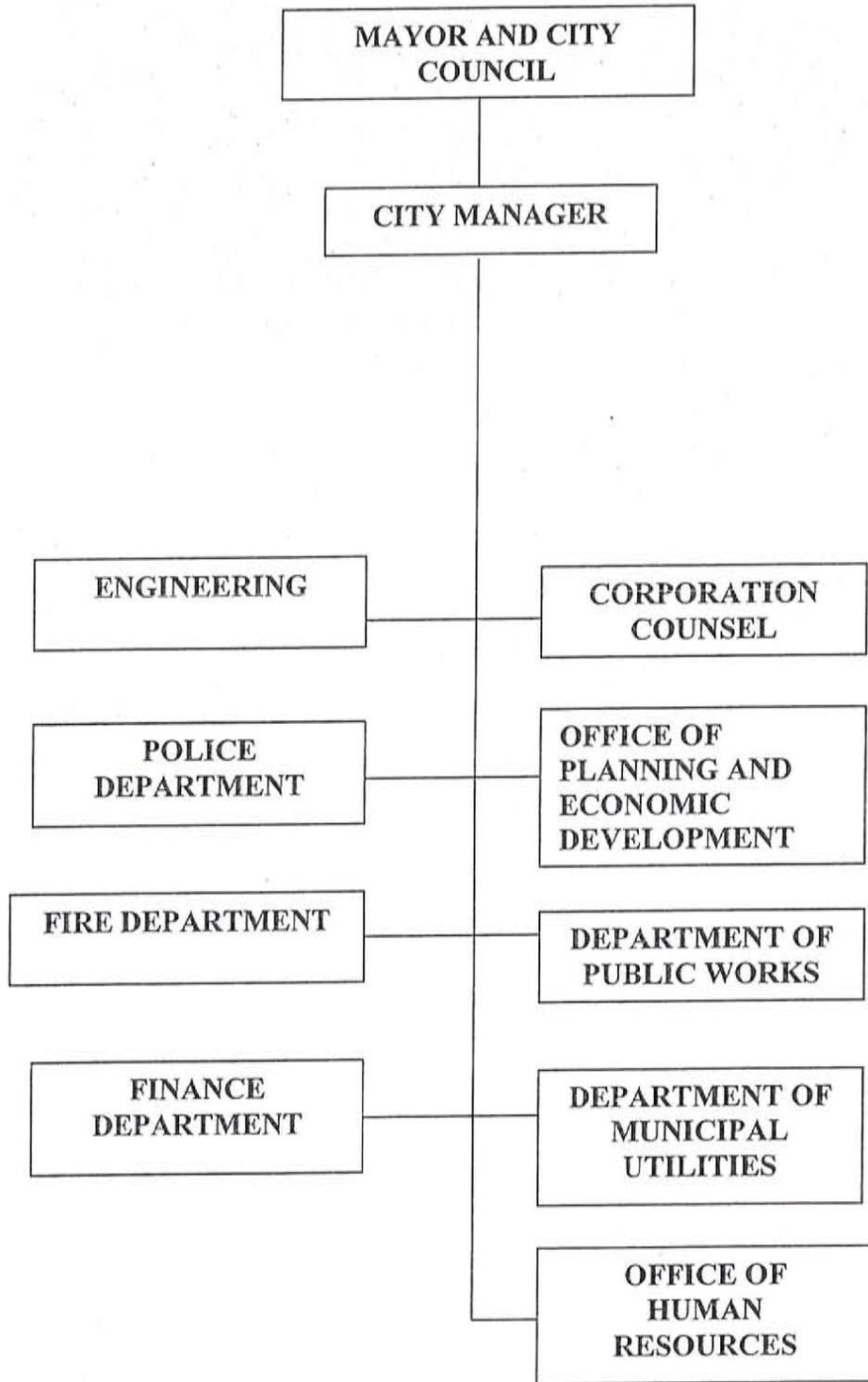
### **MISSION**

*It is the Mission of the Office of the City Manager to oversee all of the city's day-to-day operations ensuring that activities, projects, and expenditures are performed with the greatest effectiveness and efficiency for the least cost. While giving administrative direction and vision to Department Heads and advising the City Council on policy issues, the Office of the City Manager seeks to ensure that the goals and priorities of the City Council and the citizens are carried out promptly and successfully.*

### **ORGANIZATIONAL STRUCTURE AND DUTIES**

The City Manager is appointed by the City Council and serves at the Council's pleasure as the Chief Executive Officer of the City. The City Manager is charged with overseeing the day-to-day operations of the City and providing policy guidance and advice to the City Council. In his administrative capacity, the City Manager supervises each of the department heads, approves all purchases over \$5,000, maintains official personnel records, is responsible for the annual budget, negotiating employee contracts, preparing weekly Council agendas and other City communications and finally, serves as the point person for a plethora of citizen issues and complaints. In his policy role, the City Manager represents the City on a variety of regional boards and advises the Council on various resolutions and ordinances. The City Manager also assists the Council in achieving and enacting the City's goals, and enforces all laws and regulations set forth by the City Charter and Municipal Code. The Office of the City Manager seeks to provide each of these services in a positive, entrepreneurial, and creative manner providing high levels of customer service to the citizenry, while communicating the goals and vision of the City to all employees.

City of Auburn, New York, FY 2013-14 Adopted Budget



City of Auburn, New York FY 2013-14 Adopted Budget

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FULL TIME EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>OFFICE OF THE CITY MANAGER</u>					
City Manager			1.0	1.0	\$107,520
Secretary to City Manager	<u>M13</u>	<u>C/D</u>	<u>1.0</u>	<u>0.0</u>	<u>-0-</u>
<b>Department Total</b>			<b>2.0</b>	<b>1.0</b>	

**CITY OF AUBURN**

<u>A1230</u>	<u>CITY MANAGER</u>	<b>2012-2013 Actual <u>Expenditure</u></b>	<b>2013-2014 Adopted <u>Budget</u></b>
110	SALARY & WAGES	165,599.81	108,000.00
411	OFFICE SUPPLIES	827.69	700.00
440	SERVICES	1,503.91	1,700.00
445	MISCELLANEOUS BUSINESS EXPE	845.71	2,500.00
450	FEES	0.00	500.00
460	TRAVEL, TRAINING, PROF DEV	1,972.80	2,000.00
	<b>ACTIVITY TOTAL</b>	<u>170,749.92</u>	<u>115,400.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>170,749.92</u>	<u>115,400.00</u>

## The Office of the Corporation Counsel

### MISSION

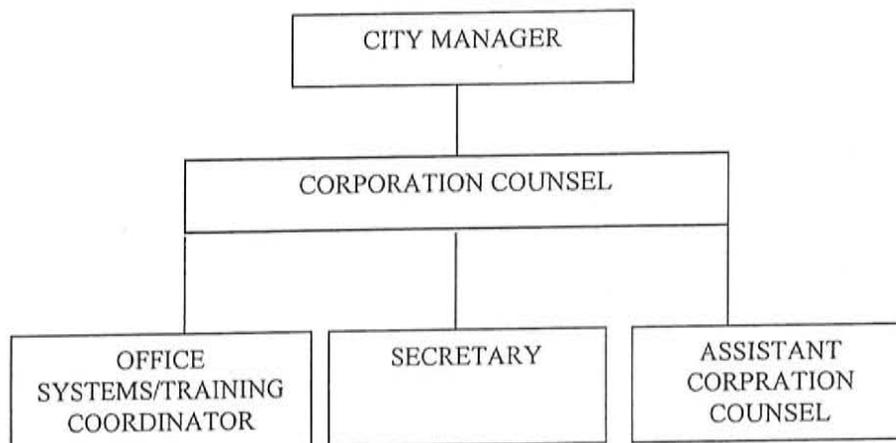
*It is the Mission of the Corporation Counsel to provide to the City of Auburn, its legislative body and various departments, the highest quality legal services in a professional and timely manner. This office will strive to serve the public fairly and equitably and is committed to representing the City of Auburn to the best of its ability.*

### ORGANIZATIONAL STRUCTURE AND DUTIES

The Office of the Corporation Counsel provides a wide range of legal services to the City of Auburn, its legislative body and its various departments. The office acts as a general practice law firm for use by the City.

The City Manager, together with the Corporation Counsel, coordinates the implementation of personnel policies and programs; assists and advises Department Heads with matters pertaining to employees; ensures compliance with all applicable Federal and State employment laws; provides administration of the workers' compensation program; manages labor relations and grievance resolution; facilitates total performance management; employee development; education and training; and acts as a liaison to Civil Service.

The Human Resources office administers the Risk Management Program providing various training opportunities and programs to provide a safe working environment and ensure compliance with OSHA and State Public Employee Safety and Health (PESH) standards. The Human Resources office also works with the City's Safety Committee, which is comprised of members of all city departments, allowing the concerns of all city employees to be addressed. These activities not only help protect the well-being of the city's employees, but also reduce the city's insurance premiums and provide more accurate record-keeping.



**FULL TIME EMPLOYEE DISTRIBUTION**

	<b>GRADE</b>	<b>STEP</b>	<b>2012-13</b>	<b>2013-14</b>	<b>ANNUAL SALARY</b>
<b><u>OFFICE OF CORPORATION COUNSEL</u></b>					
Corporation Counsel	M40	C	1.0	1.0	\$66,713
Assistant Corporation Counsel	Contractual				
Secretary	M 9	C/D	1.0	1.0	43,287
<b>Sub-total Corporation Counsel</b>			<b>2.0</b>	<b>2.0</b>	
<b><u>OFFICE OF HUMAN RESOURCES</u></b>					
Office Systems/Training Coor.	16	H	1.0	1.0	\$57,376
<b>Sub-total Human Resources</b>			<b>1.0</b>	<b>1.0</b>	
<b>Department Totals</b>			<b>3.0</b>	<b>3.0</b>	

**CITY OF AUBURN**

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A1110      CITY COURT</u>			
440	SERVICES	121,581.95	105,000.00
	<b>ACTIVITY TOTAL</b>	<u>121,581.95</u>	<u>105,000.00</u>
 <u>A1420      CORPORATION COUNSEL</u>			
110	SALARY & WAGES	130,769.65	110,000.00
130	TEMPORARY & PART TIME	10.87	100.00
210	FURNITURE & FIXTURES	0.00	500.00
220	OFFICE EQUIPMENT	563.00	500.00
411	OFFICE SUPPLIES	1,246.87	1,500.00
440	SERVICES	171,574.12	110,000.00
450	FEES	7,430.03	2,500.00
460	TRAVEL, TRAINING, PROF DEV	1,183.01	1,800.00
	<b>ACTIVITY TOTAL</b>	<u>312,777.55</u>	<u>226,900.00</u>
 <u>A1435      HUMAN RESOURCES</u>			
110	SALARIES & LONGEVITY	54,576.83	57,500.00
220	OFFICE EQUIPMENT	0.00	900.00
411	OFFICE SUPPLIES	259.09	900.00
412	OPERATING SUPPLIES	32.00	0.00
440	SERVICES	1,732.50	3,500.00
460	TRAVEL, TRAINING, PROF DEV	656.00	0.00
	<b>ACTIVITY TOTAL</b>	<u>57,256.42</u>	<u>62,800.00</u>
 <u>A3030      SAFETY TRAINING</u>			
150	OVERTIME	267.21	300.00
412	OPERATING SUPPLIES	212.02	250.00
440	SERVICES	1,841.05	2,000.00
460	TRAVEL, TRAINING, PROF DEV	0.00	250.00
	<b>ACTIVITY TOTAL</b>	<u>2,320.28</u>	<u>2,800.00</u>
 <u>A8010      ZONING BOARD</u>			
130	TEMPORARY & PART TIME	2,550.82	3,000.00

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
150 SECRETARIAL SERVICES	0.00	1,000.00
ACTIVITY TOTAL	<u>2,550.82</u>	<u>4,000.00</u>
DEPARTMENT TOTAL	<u>496,487.02</u>	<u>401,500.00</u>

## **The Finance Department**

### **MISSION**

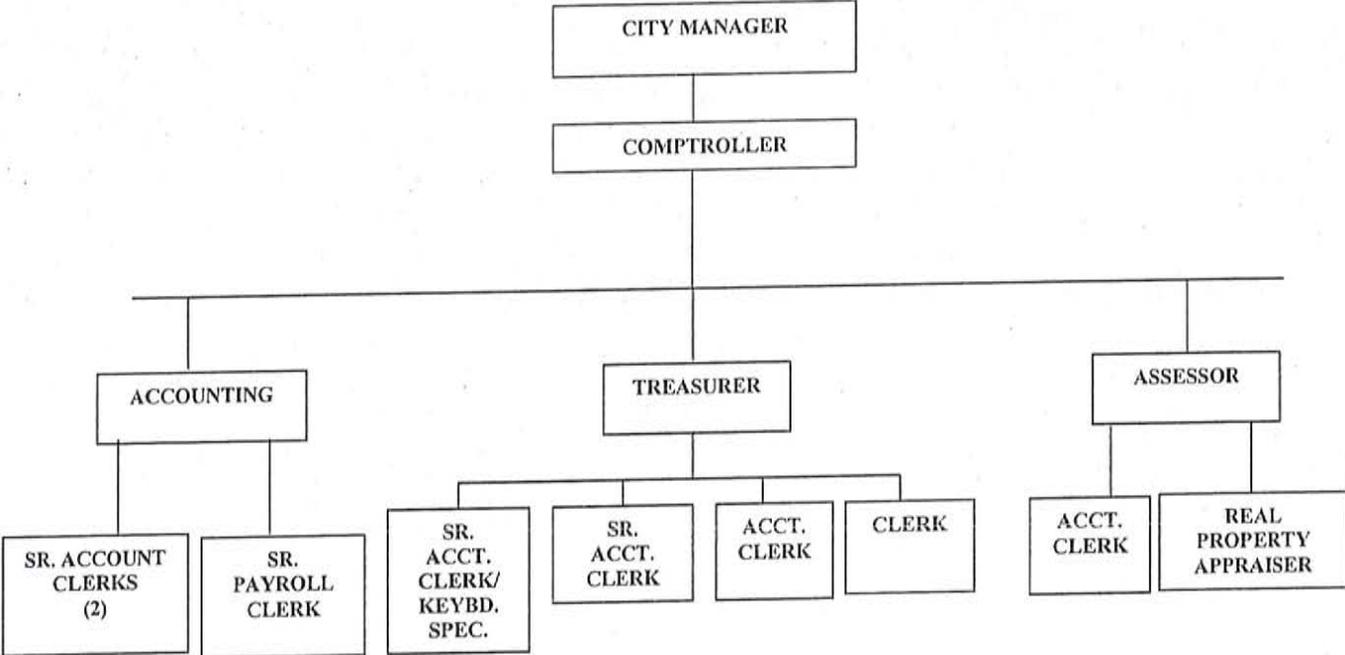
*It is the mission of the Finance Department to provide timely, accurate and useful information for citizens, staff, and elected officials that will assist in making appropriate decisions. This department strives to safeguard the City's assets by properly maintaining systems and procedures to ensure the proper use of all the City's assets and at all times present fairly the financial position of the City.*

### **ORGANIZATIONAL STRUCTURE AND DUTIES**

The Finance Department is responsible for all financial controls, transactions and reports for the City of Auburn.

- Comptroller's Office – The Comptroller is the Chief Financial Officer of the City and the head of the Finance Department. The Comptroller has the responsibility for capital financing, preparation of the City's Comprehensive Annual Financial Report, payments of unallocated budget items, budget maintenance and forecasting and also acts as the City's Budget Officer. Purchasing is also a function under the Comptroller's office. The Purchasing Assistant assists all departments in their purchases by providing coordinated purchasing services and maintaining a central stores inventory for janitorial, operating and office supplies.
- Accounting Office – The Accounting Office, under supervision of the Comptroller, is responsible for the preparation and maintenance of all of the financial reports, vendor payments, payroll and payroll records, Community Development loans, and all required State and Federal reports. In addition to monthly financial reports, this office prepares approximately 10,000 payroll checks and 5,000 checks for payment of approximately 12,000 purchases annually.
- City Treasurer's Office – The City Treasurer's Office, under supervision of the Treasurer, is responsible for the preparation and mailing of all City tax bills, collection of all revenue, including City tax, delinquent County and School tax, water and sewer bills, landfill fees, parking tickets and miscellaneous departmental fees. This office receives payment for at least 60,000 bills annually. The administration of all issued parking tickets is also handled through this office. The Treasurer is responsible for all tax delinquency procedures, and serves as custodian of all City money and monitors the daily balances of all accounts to optimize return and ensure availability when needed.
- Assessor's Office – The Assessor's Office, under supervision of the Assessor, is responsible for the valuation of all properties within the City. Currently there are 9,166 parcels. All exemptions such as Veterans, Commercial 485-b, Senior Citizen, Non-Profit and the STAR exemption are administered through this office. The management of City-owned property is also a function of this office.

City of Auburn, New York, FY 2013-14 Adopted Budget



City of Auburn, New York, FY 2013-14 Adopted Budget

FULL TIME EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>COMPTROLLER</u>					
Comptroller	M31	E	1.0	1.0	\$86,000
<b>Sub-total Comptroller</b>			<b>1.0</b>	<b>1.0</b>	
<u>ACCOUNTING</u>					
Senior Payroll Clerk	14	H	1.0	1.0	\$53,400
Senior Account Clerk	13	H	2.0	2.0	103,332
<b>Sub-total Accounting</b>			<b>3.0</b>	<b>3.0</b>	
<u>CITY TREASURER</u>					
City Treasurer	CM22	D/E	1.0	1.0	\$81,680
Senior Account Clerk/ Keyboard Specialist	14	G/H	1.0	1.0	52,950
Senior Account Clerk	13	H	1.0	1.0	49,787
Account Clerk	9	H	1.0	1.0	32,021
Clerk	5	H	1.0	1.0	40,562
<b>Sub-total City Treasurer</b>			<b>5.0</b>	<b>5.0</b>	
<u>CITY ASSESSOR</u>					
Assessor	CM22	E	1.0	1.0	\$73,789
Real Property Appraiser	19	H	1.0	1.0	49,061
Account Clerk	9	H	1.0	1.0	35,030
<b>Sub-total City Assessor</b>			<b>3.0</b>	<b>3.0</b>	
<b>Department Totals</b>			<b>12.5</b>	<b>12.5</b>	

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1305      COMPROLLER</u>			
110	SALARY & WAGES	80,833.56	86,000.00
120	SICK INCENTIVE	100.00	200.00
130	TEMPORARY & PART TIME	23,289.08	0.00
411	OFFICE SUPPLIES	38.19	350.00
450	FEES	45,446.50	35,000.00
460	TRAVEL, TRAINING, PROF DEV	2,017.00	1,000.00
<b>ACTIVITY TOTAL</b>		<u>151,724.33</u>	<u>122,550.00</u>
 <u>A1315      ACCOUNTING</u>			
110	SALARY AND WAGES	149,086.13	157,000.00
120	SICK INCENTIVE	550.00	600.00
220	OFFICE EQUIPMENT	0.00	350.00
411	OFFICE SUPPLIES	3,028.54	2,500.00
440	SERVICES	-0.89	20,000.00
460	TRAVEL, TRAINING, PROF DEV	59.78	2,000.00
<b>ACTIVITY TOTAL</b>		<u>152,723.56</u>	<u>182,450.00</u>
 <u>F8310      UTILITY BILLING</u>			
110	SALARY & WAGES	39,744.91	100,594.00
120	SICK INCENTIVE	200.00	200.00
130	TEMPORARY & PART TIME	20,389.14	43,000.00
411	OFFICE SUPPLIES	3,023.63	5,000.00
440	SERVICES	4,257.68	5,000.00
460	TRAVEL, TRAINING, PROF DEV	105.75	0.00
490	POSTAGE	13,891.62	17,000.00
<b>ACTIVITY TOTAL</b>		<u>81,612.73</u>	<u>170,794.00</u>
 <b>DEPARTMENT TOTAL</b>		<u>386,060.62</u>	<u>475,794.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
A1325	<u>TREASURER</u>		
110	SALARY & WAGES	243,913.84	257,000.00
120	SICK INCENTIVE	650.00	1,000.00
140	HOLIDAY PAY	180.20	200.00
150	OVERTIME	1,348.74	2,000.00
220	OFFICE EQUIPMENT	0.00	500.00
411	OFFICE SUPPLIES	2,975.46	2,000.00
440	SERVICES	4,682.33	2,000.00
460	TRAVEL, TRAINING, PROF DEV	95.00	1,500.00
	<b>ACTIVITY TOTAL</b>	<u>253,845.57</u>	<u>266,200.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>253,845.57</u>	<u>266,200.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
A1355	<u>ASSESSMENT</u>		
110	SALARY & WAGES	145,925.13	158,000.00
120	SICK INCENTIVE	150.00	1,175.00
130	TEMPORARY & PART TIME	1,043.52	0.00
150	OVERTIME	0.00	16,000.00
220	OFFICE EQUIPMENT	0.00	2,000.00
411	OFFICE SUPPLIES	52.82	600.00
440	SERVICES	2,685.92	11,000.00
450	FEES	3,103.38	3,500.00
460	TRAVEL, TRAINING, PROF DEV	2,387.37	2,100.00
481	FUEL	754.22	1,000.00
482	VEHICLE MAINT/REPAIRS	46.55	1,000.00
	<b>ACTIVITY TOTAL</b>	<u>156,148.91</u>	<u>196,375.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>156,148.91</u>	<u>196,375.00</u>

## **The Office of Planning and Economic Development**

### **MISSION**

*It is the mission of this office to be responsive to community needs by utilizing community planning and economic development resources and skills to promote economic opportunity, self-sufficiency and neighborhood revitalization throughout the community.*

### **ORGANIZATIONAL STRUCTURE AND DUTIES**

The Office of Planning and Economic Development is directly responsible for the coordination and administration of a broad scope of planning, community development and economic development functions which, in traditional government organizations, are typically organized into separate agencies or departmental units. By combining these responsibilities into one central organization, the office is able to minimize administrative and overhead costs while maximizing efficiencies in the delivery and coordination of services.

- Physical Planning - These services encompass a wide range of activities designed to ensure adequate infrastructure, appropriate development and the policies to support these goals. Some primary responsibilities include: implementing Comprehensive Plan goals and projects, administering ongoing development and zoning ordinances, responding to resident inquiries on zoning and development procedures, providing special assistance for park, playground and public space development, overseeing downtown development and neighborhood improvements, and providing advice and counsel to a variety of community planning boards.
- Community Development - Community development encompasses all activities which have the goal of improving the quality of life for City residents, our community, and it's neighborhoods. Specific duties include: producing the Five Year Consolidated Planning Strategy and the related Annual Action Plans, managing the Housing Rehabilitation Program, coordinating the Neighborhood Facilities Improvement Program, overseeing Human Services funding and contract administration, and coordinating all CDBG funding.
- Business Retention, Expansion and Attraction - The primary responsibility of this division was to coordinate economic development projects through financial packaging and competitive-deal structuring. The office pulled together the resources and individuals needed to make deals happen. The division also coordinated economic development projects and initiatives with other agencies including the Auburn Industrial Development Authority (AIDA), and the Small Business Assistance Program (SBAP). Discussions are currently underway to determine the Office's future role in this area.

## City of Auburn, New York, FY 2013-14 Adopted Budget

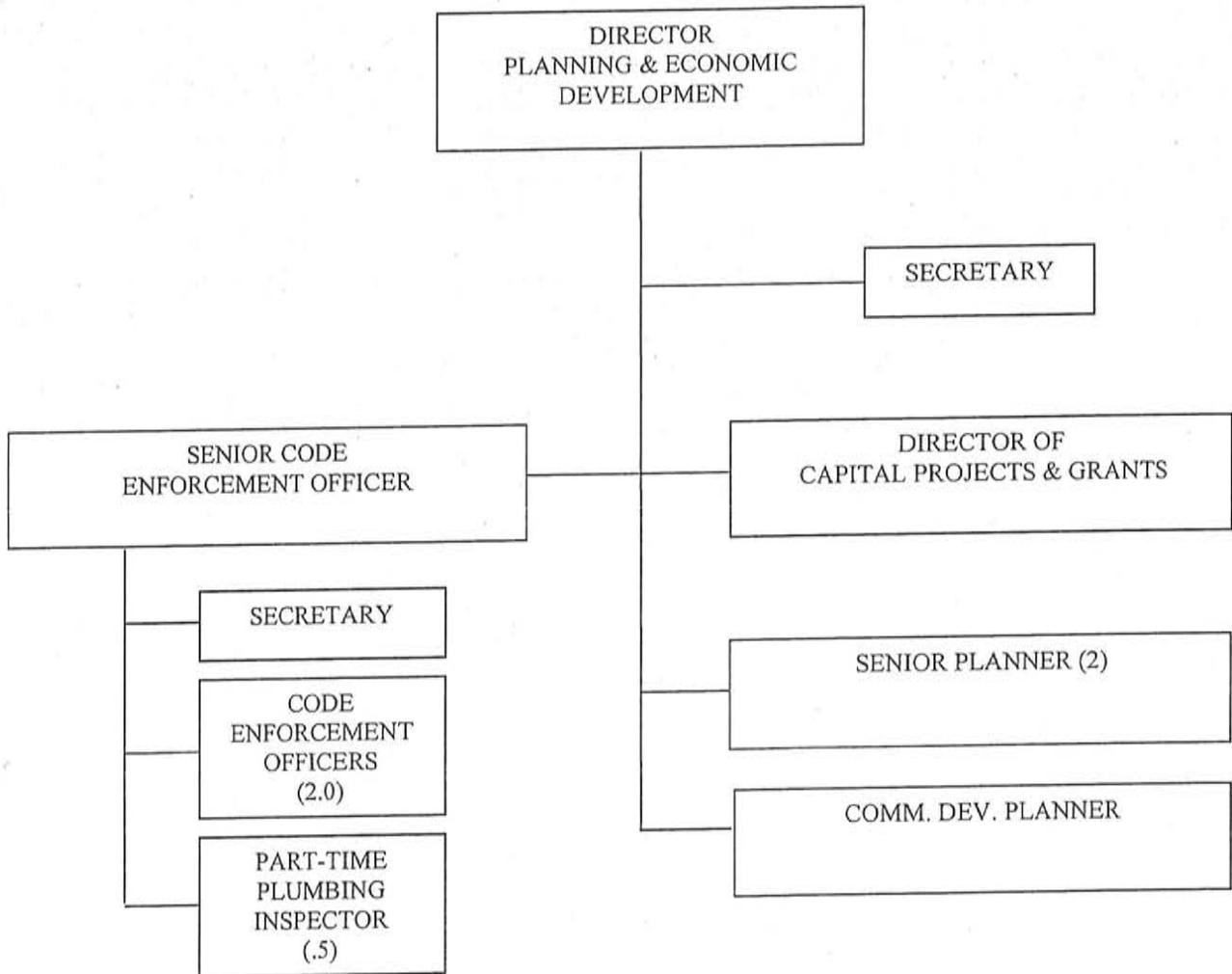
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- Empire Zone Administration - A responsibility of the Office is the administration of Auburn's New York State Empire Zone, which includes the preparation of reports for the State and other aspects of Empire Zone evaluation, monitoring and record-keeping.
  
- Long Range Capital Improvement Planning - Capital Improvement Planning is a fundamental component of responsible fiscal planning for the long-range capital needs of the organization. CIP functions include: identifying and prioritizing large scale improvement projects vital to city services, providing a framework and reporting process for the City Manager and City Council to support proactive fiscal planning for projects, seeking and securing alternative funding resources for significant capital projects, and coordinating the implementation of improvements between departments and outside agencies.

Administrative costs for OPED are not entirely borne by the City. Some of the State and Federal programs used to fund community and economic development projects provide funds to cover staff costs incurred in administration of the program. Historically, these sources provide *over 50 percent* to cover staff costs incurred to maintain OPED, including staff time, supplies and fees for technical consultants.

The Code Enforcement Office is responsible for ensuring compliance with the New York State Uniform Fire Prevention and Building Code, as well as local building, housing, and zoning codes. By enforcing these codes, the Office works to reduce the risk of fire throughout the City. The Office coordinates and performs plan reviews, new construction inspections, and housing code inspections. It is also responsible for responding to housing code violations, issuing appearance tickets, and attending court dates. The Office also completes data on properties, reviews and comments on projects for the Zoning and Planning Boards, and handles complaints. The Office receives assistance from fire personnel in the inspection of gas stations and places of public assembly, such as restaurants and churches, and in the re-inspection of housing code violations. In addition, the Office employs a part-time Plumbing Inspector.

City of Auburn, New York, FY 2013-14 Adopted Budget



City of Auburn, New York, FY 2013-14 Adopted Budget

**FULL TIME EMPLOYEE DISTRIBUTION**

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<b><u>PLANNING</u></b>					
Director of OPED	M28	D/E	1.0	1.0	\$89,889
Director of Capital Projects	M24	E/F	1.0	1.0	74,976
Planning & Eco.Dev.Mgr.	CM17		1.0	0.0	- 0 -
Senior Planner	CM11	A/B	1.0	2.0	100,795
Comm. Dev. Planner	17	C/D	0.5	1.0	50,840
Administrative Assistant	9	H	0.0	0.0	- 0 -
Secretary	CM5	E	1.0	0.5	26,000
<b>Sub-Total Planning</b>			<b>5.5</b>	<b>5.5</b>	
<b><u>CODE ENFORCEMENT</u></b>					
Sr. Code Enforcement Off.	CM17	E	1.0	1.0	64,314
Code Enforcement Officer	15		2.5	2.0	111,051
Secretary	10	G/H	1.0	1.0	46,635
Keyboard Specialist	06	A/B	1.0	0.0	- 0 -
<b>Sub-total Code Enforcement</b>			<b>5.5</b>	<b>4.0</b>	
<b><u>PLUMBING BOARD</u></b>					
Plumbing Inspector, PT			0.5	0.5	28,000
<b>Department Totals</b>			<b>11.5</b>	<b>10.0</b>	

CITY OF AUBURN

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A3611      PLUMBING BOARD</u>			
130	TEMPORARY & PART TIME	28,102.48	28,000.00
412	OPERATING SUPPLIES	0.00	100.00
440	SERVICES	446.73	300.00
	<b>ACTIVITY TOTAL</b>	<b>28,549.21</b>	<b>28,400.00</b>
 <u>A3612      ELECTRICAL BOARD</u>			
130	TEMPORARY & PART TIME	2,216.46	2,400.00
411	OFFICE SUPPLIES	0.00	160.00
	<b>ACTIVITY TOTAL</b>	<b>2,216.46</b>	<b>2,560.00</b>
 <u>A3620      CODE ENFORCEMENT</u>			
110	SALARY & WAGES	241,914.51	222,000.00
120	SICK INCENTIVE	400.00	750.00
130	TEMPORARY & PART TIME	28,147.55	0.00
140	HOLIDAY PAY	0.00	300.00
150	OVERTIME	12,539.56	14,000.00
210	FURNITURE & FIXTURES	0.00	500.00
220	OFFICE EQUIPMENT	0.00	10,150.00
411	OFFICE SUPPLIES	68.79	400.00
412	OPERATING SUPPLIES	750.87	1,000.00
440	SERVICES	36,251.83	45,600.00
460	TRAVEL, TRAINING, PROF DEV	2,986.13	4,000.00
481	FUEL	4,315.32	4,500.00
482	VEHICLE MAINT/REPAIRS	1,216.35	4,000.00
	<b>ACTIVITY TOTAL</b>	<b>328,590.91</b>	<b>307,200.00</b>
 <u>A3650      DEMOLITION OF UNSAFE BUILDIN</u>			
456	DEMOLITION OF UNSAFE BLDGS	3,290.00	50,000.00
	<b>ACTIVITY TOTAL</b>	<b>3,290.00</b>	<b>50,000.00</b>
 <u>A8020      PLANNING</u>			
110	SALARY & WAGES	334,912.31	316,500.00

**CITY OF AUBURN**

		<b>2012-2013</b>	<b>2013-2014</b>
		<b>Actual</b>	<b>Adopted</b>
		<b><u>Expenditure</u></b>	<b><u>Budget</u></b>
120	SICK INCENTIVE	300.00	600.00
130	TEMPORARY & PART TIME	45,266.66	26,000.00
150	OVERTIME	2,063.37	1,500.00
210	FURNITURE & FIXTURES	0.00	100.00
220	OFFICE EQUIPMENT	0.00	1,500.00
411	OFFICE SUPPLIES	513.88	800.00
440	SERVICES	5,805.82	10,000.00
459	SPECIAL PROJECTS	0.00	21,000.00
460	TRAVEL, TRAINING, PROF DEV	1,584.31	2,000.00
481	FUEL	281.17	0.00
811	SOCIAL SECURITY & MEDICARE	-0.10	0.00
841	HEALTH INSURANCE	-0.33	0.00
	<b>ACTIVITY TOTAL</b>	<b><u>390,727.09</u></b>	<b><u>380,000.00</u></b>
	<b>DEPARTMENT TOTAL</b>	<b><u>753,373.67</u></b>	<b><u>768,160.00</u></b>

## **Engineering Services**

### **MISSION**

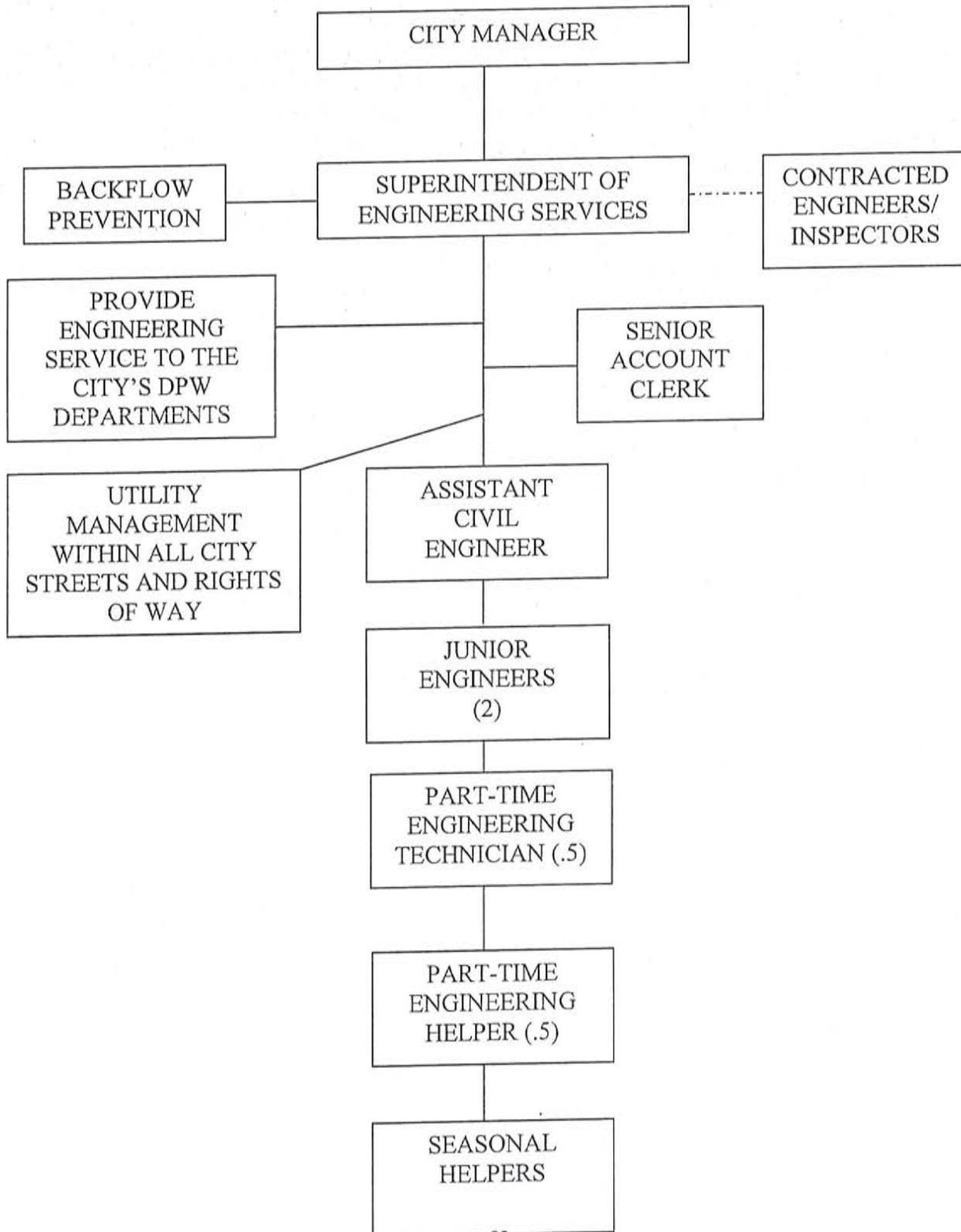
*It is the mission of this department to operate and maintain a variety of functions in an efficient and cost-effective manner. These functions include contract administration of Public Works projects; the layout, engineering, and management of the city's public streets and right-of-ways including all utilities and appurtenances contained within; and overall support to other city departments and agencies by providing engineering services as needed.*

### **ORGANIZATIONAL STRUCTURE AND DUTIES**

The NYS Education Law requires that the construction of Public Works projects and the providing of engineering services to be under the supervision of a registered licensed professional engineer. These requirements are met by the Superintendent of Engineering Services, who is a licensed professional engineer.

The Engineering Department is responsible for the administration and management of most all major capital Public Works projects, including the projects included in the NYSDOT's Five-Year Capital Improvement Program (such as York Street Reconstruction Project, the East and West Genesee Street Reconstruction projects, the Walnut Street Culvert Replacement Project, etc.), all City projects such as the State Street Dam Rehabilitation Project, the Falcon Park Field Renovation Project, the Sewer Collection Project, the Franklin Street Water Main Project, the City's Annual Road Improvement Program, the Community Development Block Grant Program's sidewalk and curb projects, the CDBG Parks/Playground projects, the City's Sidewalk, curb and handicap ramps program, the City's Revolving Loan Sidewalk Program and the Energy Performance contracts with Siemens and Wendel Energy. The Engineering Department also assists in the bidding process for other City projects including major equipment and chemical purchases.

The Superintendent of Engineering Services also assists the City's Public Works Department's Water Division in the management of the Backflow Prevention Program. The City Engineer is also in charge of all public rights-of-way including the coordination of all public utility companies' infrastructure contained within the City's rights-of-way.



City of Auburn, New York, FY 2013-14 Adopted Budget

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FULL TIME EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>ENGINEERING SERVICES</u>					
Supt. of Engineering	M28	E	1.0	1.0	\$ 92,289
Asst. Civil Engineer	24	H	1.0	1.0	70,762
Jr. Engineer	22		2.0	2.0	124,683
Senior Account Clerk	13	H	1.0	1.0	51,666
Engineering Technician, PT			0.5	0.5	26,000
Engineering Helper, PT			0.5	0.5	26,000
<b>Department Totals</b>			<b>6.0</b>	<b>6.0</b>	

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1440</u>	<u>ENGINEERING</u>		
110	SALARY & WAGES	323,126.09	346,000.00
120	SICK INCENTIVE	650.00	800.00
130	TEMPORARY & PART TIME	45,072.30	52,000.00
140	HOLIDAY PAY	1,265.98	1,500.00
150	OVERTIME	6,244.22	9,000.00
210	FURNITURE & FIXTURES	0.00	950.00
220	OFFICE EQUIPMENT	12,116.41	6,000.00
250	OTHER EQUIPMENT	12,993.17	8,000.00
411	OFFICE SUPPLIES	2,971.16	2,500.00
412	OPERATING SUPPLIES	2,933.73	4,000.00
440	SERVICES	12,029.03	14,500.00
450	FEES	0.00	500.00
460	TRAVEL, TRAINING, PROF DEV	540.00	1,500.00
481	FUEL	3,063.95	2,000.00
482	VEHICLE MAINT/REPAIRS	2,652.42	3,400.00
	<b>ACTIVITY TOTAL</b>	<u><u>425,658.46</u></u>	<u><u>452,650.00</u></u>
<u>A8245</u>	<u>MUNICIPAL POWER AGENCY</u>		
130	TEMPORARY & PART TIME	1,890.83	2,200.00
	<b>ACTIVITY TOTAL</b>	<u><u>1,890.83</u></u>	<u><u>2,200.00</u></u>
	<b>DEPARTMENT TOTAL</b>	<u><u>427,549.29</u></u>	<u><u>454,850.00</u></u>

## **The Police Department**

### **The Police Department**

#### **MISSION**

*The mission of the Auburn Police Department is to enhance the quality of life in the City of Auburn by working cooperatively with the citizenry to enforce the laws, preserve the peace, reduce fear, and provide a safe environment in a way which strikes the optimum balance between the collective interests of all citizens and the personal rights of all individuals.*

#### **ORGANIZATIONAL STRUCTURE AND DUTIES**

The Police Department is responsible for enforcing the laws governing the City of Auburn, for preserving the peace, and for providing a safe City environment. The Police Department includes the following organizational units:

Patrol Division – The patrol division is responsible for patrolling the entire City of Auburn, an area of approximately 8.6 miles. The patrol division responds to dispatched calls, which include both criminal incidents, such as stabbings, robberies and burglaries and non-criminal service calls, such as neighbor disputes, missing persons, and youth complaints. The patrol unit also enforces traffic and parking law. In 2012 the Police Department responded to 23,151 calls for service and logged over 468,431 miles on patrol. 2,373 Uniformed traffic Tickets were issued, 4,741 parking tickets and 1,308 motor vehicle accidents investigated.

Emergency Response Team – The Emergency Response Team is responsible for safe resolution of critical incidents. Such incidents may include handling barricaded gunman-hostage situations, and executing violent felony warrants, parole warrants, and drug search warrants. The team also assists other Law Enforcement agencies in Cayuga County. In 2012 the team was called out 13 times.

Detective Bureau - The detective bureau is responsible for conducting and coordinating Police Department investigations. In 2012, the Detective Bureau was assigned 606 new cases and closed 605 previously assigned cases during 2012. 134 cases were closed by arrest or warrant application for 165 felonies, 122 misdemeanors and 1 violations.

Criminal Investigations Division (C.I.D.) – The Criminal Investigations Division investigates crimes including homicides, robberies, serious assaults, burglaries and rapes.

Youth Bureau – The Youth Bureau is responsible for investigating crimes involving juveniles. The Youth Bureau petitioned 29 Juveniles to Family Court.

## City of Auburn, New York, FY 2013-14 Proposed Budget

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Identification Bureau – The Identification Bureau processes all crime scenes, logs and secures all evidence, maintains fingerprint files of arrested subjects, processes fingerprints of subjects used for employment application purposes, processes surveillance videos, processes computers taken as evidence, secures court ordered D.N.A. samples and maintains the sex offender registry. In 2012, the Identification Bureau handled 1,027 new cases, 303 items were submitted to the lab, 42 background checks were completed, 40 new and renewed Taxi licenses and I.D.'s were processed, 98 public I.D.'s issued, 91 sex offenders were monitored on average, with 419 sex offender contacts and 4 sex offenders were arrested. 50 Surveillance videos were processed using the AVID System and 11 computers were processed using the F.T.K. Forensic Toolkit System. 849 Digital Evidence Pictures were processed, 154 items processed in house for latent prints and 45 Court Ordered DNA Submissions completed.

Fugitive Task Force Warrant Initiative- (U.S. Marshall Sponsored Grant) Detectives assigned to the Task Force handled 591 Warrants of which 479 were closed by arrest, 70 were recalled by the courts and corrective action taken on another 21 warrants. The Task Force, as part of a multi-agency effort, completed a warrant sweep on September 12th of 2012 to combat individuals with outstanding warrants, including welfare fraud and the misuse of food stamps. 20 individuals were arrested during this roundup. Agencies involved during this sweep included the Auburn Police Department, the District Attorney's Office, the U.S. Marshal Service, New York State Police, and the Cayuga County Sheriff's Department. On the 28<sup>th</sup> of September, an additional 19 individuals were arrested for various warrants as part of the warrant sweep. These warrants ranged from violations to felonies.

Finger Lakes Drug Task Force – The Finger Lakes Drug Task Force, which is comprised of members from the Auburn Police Department, Cayuga County Sheriff's Department and the Drug Enforcement Administration, is responsible for investigating and combating the illegal distribution of narcotics in the City of Auburn. In 2012, the Task Force conducted 146 new cases, arrested 68 subjects on 283 felony charges. 372 grams of cocaine, 392 dosage units of unlawfully possessed controlled substances, 13 dosage units of Heroin, 11,948 grams of marijuana and 99 marijuana plants were seized. 7 unlawfully possessed firearms were seized, as was \$115,731.50 in U.S. currency. The Task Force executed 16 search warrants.

K-9 Unit – The K-9 Unit patrols with, handles, and trains the Police canines. The canines provide assistance in tracking, doing building searches, crowd control, and suspect apprehensions. They also serve as drug detection dogs, able to detect such drugs as marijuana, cocaine, and heroin.

Drug Abuse Resistance Education (D.A.R.E.) – The Police Department administers the Drug Abuse Resistance Education (D.A.R.E.) program. D.A.R.E. is a collaborative effort by certified law enforcement officers, educators, students, parents, and the community, to offer an educational program in the classroom to prevent drug abuse and violence among children and youth. In 2012, 365 5<sup>th</sup> grade elementary school children received D.A.R.E. instruction.

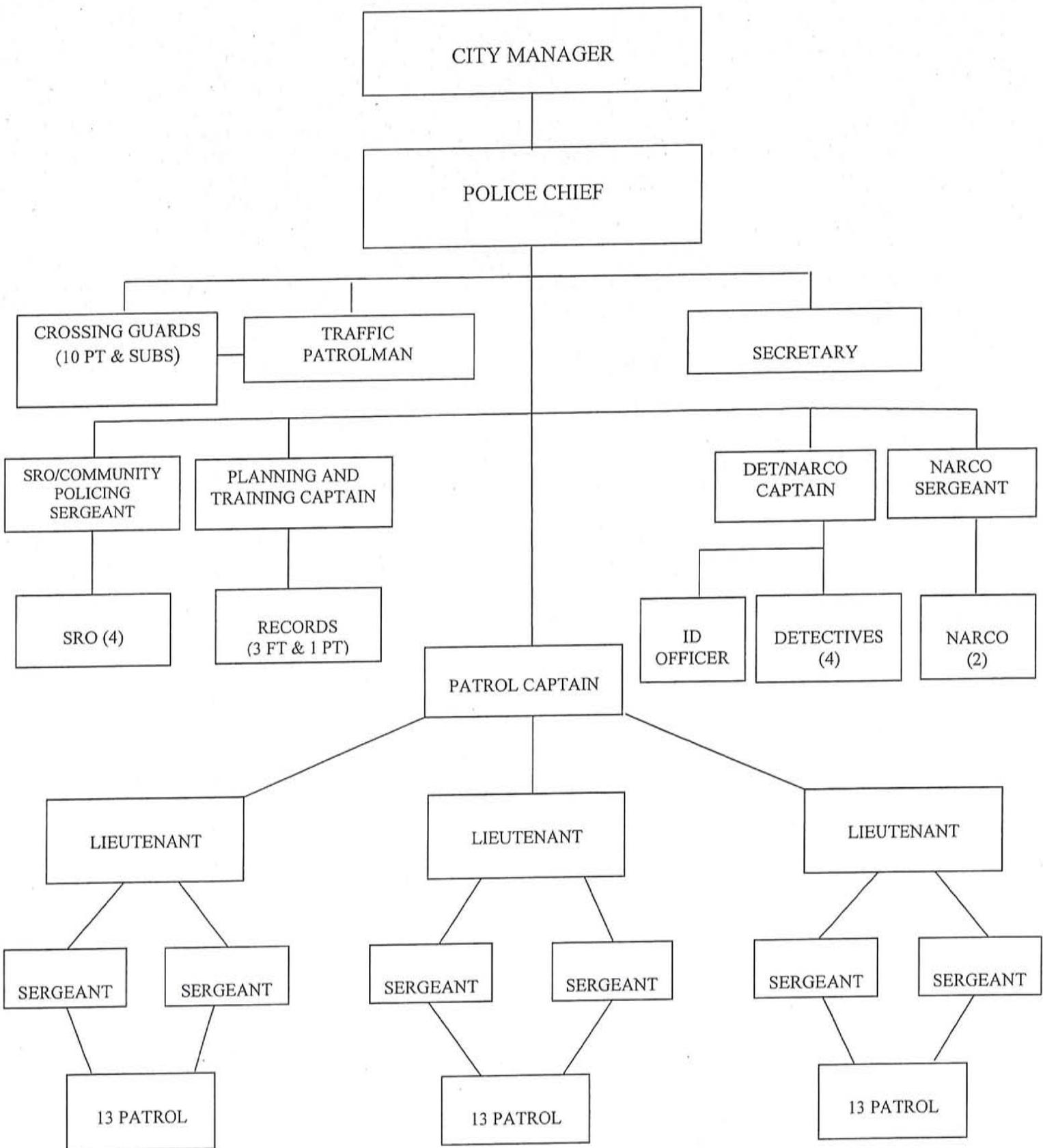
Community Oriented Policing Initiative (C.O.P.) - The Police Department also administers the Community Oriented Policing (C.O.P.) Initiative. The initiative operates in several City neighborhoods that have a history of noise, drug activity, and crime. Initiative neighborhood activities include: increased officer interaction with residents; organization of neighborhood clean-up days; increased efforts to rid neighborhoods and neighborhood housing of troublemakers and drug activity; and greater officer involvement with Community Centers and neighborhood youth. Additional activities include addressing street narcotic activity throughout the City and the business owner's concerns in the shopping areas.

School Resource Officers (S.R.O.) – The School Resource Officers began their duties in the Auburn School District in September, 2000. For calendar year 2012, the four Auburn Police Officer's assigned to the program had intervened in over 1,233 incidents within the confines of the Auburn Enlarged School District properties. Of those incidents, there were 18 adult arrests (students 16 years of age and older). In addition, 11 juveniles were charged with crimes that were furthered in Family Court. Overall, the program is a success. It has strengthened a relationship that we have with the School Administration, and has given both Teachers and students a different outlook on Policing. Currently we have four School Resource Officers assigned to the eight schools within the district. Our goal is to provide a community law enforcement resource for the students, parents and staff of the Auburn Enlarged City School District while engaging in activities that promote safety, security and well-being of students and staff.

Jail - The City maintains a temporary lock-up facility for overnight holding of arrested persons. The City's facilities can house up to eight men and four women. In 2012, 251 persons were processed through the City jail.

Police Department Administration (Police Chief's Office) – The Police Department administrative staff coordinates and oversees the wide variety of functions and services provided by the other Department components.

Municipal Parking – The Police Department oversees the City's Municipal Parking Garage, with responsibility for operations, maintenance and enforcement of parking regulations.



City of Auburn, New York, FY 2013-14 Adopted Budget

FULL TIME EMPLOYEE DISTRIBUTION

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<b><u>POLICE</u></b>					
Police Chief	M28	E	1.0	1.0	\$ 87,776
Police Captain	21		3.0	3.0	234,606
Police Lieutenant	20		3.0	3.0	221,610
Police Sergeant	19		8.0	8.0	568,912
Detective	16		4.0	4.0	278,848
Police Officer	16		48.0	48.0	2,770,318
Secretary	12	H	1.0	1.0	53,735
Keyboard Specialist	9		3.0	3.0	137,461
Custodian	9		0.0	1.0	46,554
Clerk, PT			0.5	0.5	16,702
Crossing Gaurds			0.0	5.0	10,000
<b>Department Totals</b>			<b>71.5</b>	<b>77.5</b>	

CITY OF AUBURN

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A3120</u>	<u>POLICE</u>		
110	SALARY & WAGES	4,488,106.72	4,400,000.00
120	SICK INCENTIVE	37,500.00	35,000.00
130	TEMPORARY & PART TIME	142,709.20	75,000.00
140	HOLIDAY PAY	141,933.41	145,000.00
150	OVERTIME	0.00	85,000.00
150	OVERTIME	319,304.66	230,000.00
155	OVERTIME-CONTRACTUAL	0.00	85,000.00
170	UNIFORM ALLOWANCE	101,328.60	25,000.00
210	FURNITURE & FIXTURES	0.00	500.00
220	OFFICE EQUIPMENT	15,914.00	5,000.00
230	VEHICLES	132,788.53	0.00
250	OTHER EQUIPMENT	32,325.60	15,000.00
411	OFFICE SUPPLIES	6,989.06	10,000.00
412	OPERATING SUPPLIES	30,453.95	60,000.00
420	GAS	3,438.79	10,000.00
425	ELECTRIC	21,328.49	25,000.00
430	TELEPHONE & OTHER UTILITIES	31,322.80	38,000.00
440	SERVICES	108,243.82	96,200.00
450	FEES	660.34	2,000.00
457	POLICE-SPECIAL OPERATIONS FU	20,000.00	20,000.00
460	TRAVEL, TRAINING, PROF DEV	16,869.25	18,000.00
481	FUEL	111,171.40	110,000.00
482	VEHICLE MAINT/REPAIRS	7,649.59	55,000.00
841	HEALTH INSURANCE	-0.01	0.00
<b>ACTIVITY TOTAL</b>		<u>5,770,038.20</u>	<u>5,544,700.00</u>
<u>A3150</u>	<u>JAIL</u>		
412	OPERATING SUPPLIES	0.00	500.00
440	SERVICES	148.10	500.00
<b>ACTIVITY TOTAL</b>		<u>148.10</u>	<u>1,000.00</u>

CITY OF AUBURN

		2012-2013	2013-2014
		Actual	Adopted
		<u>Expenditure</u>	<u>Budget</u>
A5651	<u>MUNICIPAL PARKING</u>		
110	SALARY & WAGES	33,122.42	0.00
120	SICK INCENTIVE	0.00	400.00
130	TEMPORARY & PART TIME	111,611.76	130,000.00
140	HOLIDAY PAY	0.00	300.00
150	OVERTIME	282.81	300.00
250	OTHER EQUIPMENT	22,807.90	30,000.00
411	OFFICE SUPPLIES	0.00	500.00
412	OPERATING SUPPLIES	27,418.39	39,000.00
425	ELECTRIC	15,244.83	35,000.00
430	TELEPHONE & OTHER UTILITIES	1,293.71	3,000.00
440	SERVICES	8,346.20	7,500.00
450	FEES	384.00	500.00
460	TRAVEL, TRAINING, PROF DEV	0.00	500.00
481	FUEL	1,875.88	1,800.00
482	VEHICLE MAINT/REPAIRS	270.76	1,500.00
ACTIVITY TOTAL		<u>222,658.66</u>	<u>250,300.00</u>
DEPARTMENT TOTAL		<u>5,992,844.96</u>	<u>5,796,000.00</u>

## The Fire Department

### MISSION

*The City of Auburn Fire Department is dedicated to preventing or minimizing the loss of life and property from fire, and natural and man-made emergencies. The Fire Department strives to improve the quality of life through public education and prevention of fire, and with the resources available, provide a fire suppression force capable of handling emergencies, which may include structural fire fighting, pre-hospital medical assistance, and response to hazardous materials incidents. The members of this Department, working together, provide a professional and caring environment that is fair, honest, ethical and that treats all individuals with respect and dignity. The Department is a progressive, service-oriented organization that strives to provide innovative and effective leadership. Department members support and respond to the needs of city government in a loyal, ethical, and professional manner.*

### ORGANIZATIONAL STRUCTURE AND DUTIES

The Fire Department provides fire suppression, fire inspection, fire prevention education, and emergency medical, technical rescue, and hazardous materials response services for the citizens of Auburn and other areas of our region when requested. Fire Department divisions include:

2013 Work Force Reduction – The 2013 – 2014 budget reflects a reduction of ten firefighter positions as mandated by the City Council. This work force reduction will be achieved by not filling four department vacancies and by laying off six firefighters.

Fire Department Line Personnel (Emergency Response Personnel) – The Fire Department Line Personnel are responsible for responding to fires and other emergencies, including medical, rescue, hazardous materials or conditions, and false alarms. In 2012 Fire Department personnel responded to 5,841 calls. Emergency medical service calls make up roughly 63 percent of all emergency calls. Line personnel cover four shifts, providing 24-hour service to the residents of the City of Auburn. The line personnel are divided into four companies, with companies located at the main Fire Station on Market Street and at our Clark Street Station to ensure a quick response to emergencies. The department operates three engine companies and one truck company. Responders control, contain, salvage, mitigate, and coordinate relief efforts through effective use of a wide variety of equipment, personal skills, and experience.

While all Fire Department Line Personnel aid in emergency response efforts, many individuals also provide additional services for the city: These include:

Fire Investigation – The Fire Investigation Team is responsible for determining the cause and origin of fires, in accordance with the New York State requirement that the Fire Department seek to determine the cause and origin of all fires that it responds to. The team also investigates cases of arson, and works with the NYS Office of Fire Prevention and Control and local law enforcement officials to successfully resolve these cases. Currently, the team includes six Level 2 Investigators and five Level 1 Investigators.

## City of Auburn, New York, FY 2013-14 Adopted Budget

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Fire Prevention Education – Many members of the Fire Department (including both line personnel and administrative staff) provide fire prevention education to the public, to help reduce the risk of fire. These programs reach out to business, industry, institutions, and schools, and target many age groups. Our “Fire and Safety Educator” organizes our prevention efforts and provides safety training for all city employees.

Juvenile Fire Setter Intervention Program – This is part of a national effort to identify potential juvenile fire-setters and provide a program to educate and correct this type of behavior. The program is actually a community coalition consisting of police, fire, public health, social services and the judicial system. Successful programs identify and educate at-risk youths and further reduce the fire threat to the community. The Department currently has four members trained to provide interventions.

Fire Inspection – A full time Fire Inspector works with the Codes Office to handle fire safety related inspections and issues. This member also coordinates fire inspections performed by the Fire Department Companies. The Department inspects restaurants, gas stations, businesses, and places of public assembly on an annual basis. The Fire Inspector works with building owners and contractors to ensure new construction and renovations meet the NYS Fire Code and are safe.

Code Enforcement – The City Code Enforcement Department is being moved under the supervision of the Fire Department in 2013 – 2014 budget cycle. The City is exploring having firefighters assist with general code enforcement duties.

Vacant Building Registry – The Fire and Codes Departments will work jointly in 2013 to implement a new Vacant Building Registry program to track vacant structures, encourage owners to keep properties safe and attractive, and ultimately either remove or re-occupy these vacant buildings.

Pre-Fire Planning – Each year in-service companies visit and update our pre-fire plans on every commercial building in the City. This process is a recommended practice by NFPA (National Fire Protection Association) and a requirement of ISO (Insurance Services Office). This is just one of the many requirements the department must meet to maintain its ISO Class 2 rating. This rating is used by most insurance companies to rate local fire protection capabilities and set insurance rates for homeowners and businesses.

Fire Department Training Office – A full time Municipal Training Officer (MTO) coordinates and provides training and certification to Fire Department personnel. Fire Department personnel are required to receive 130 to 140 hours of training each year, including a state required 100 hours and a locally required 30 to 40 hours. Training subjects include, but are not limited to, basic firefighting, emergency medical services, building codes, hazardous materials, and technical rescue. All Department Officers (Assistant Chiefs, Captains, and Lieutenants) assist with the training programs and are certified as Municipal Fire Instructors (MFIs). Several of our officers teach programs for

Cayuga County and are Adjunct Faculty at the NYS Fire Academy in Montour Falls, NY. In 2012, department personnel documented over 17,000 hours of in-service training.

Training Facility – The Fire Department conducts much of its training at the Cayuga County Training Facility on Quarry Road.

Fire Department Mechanic – A line firefighter takes on the additional duties of mechanic. He coordinates all vehicle repairs, routine maintenance, and emergency service. Major repairs are contracted out on an as-needed basis.

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Regional Hazardous Materials Response Team – Through cooperative agreements with Cayuga County and the State of New York, the fire department provides the staff and houses a large cache of specialized equipment to respond specifically to hazardous materials and weapons of mass destruction incidents. Membership on this team is voluntary. Currently thirty-five members participate on the team, attend training classes, and provide emergency responses when requested.

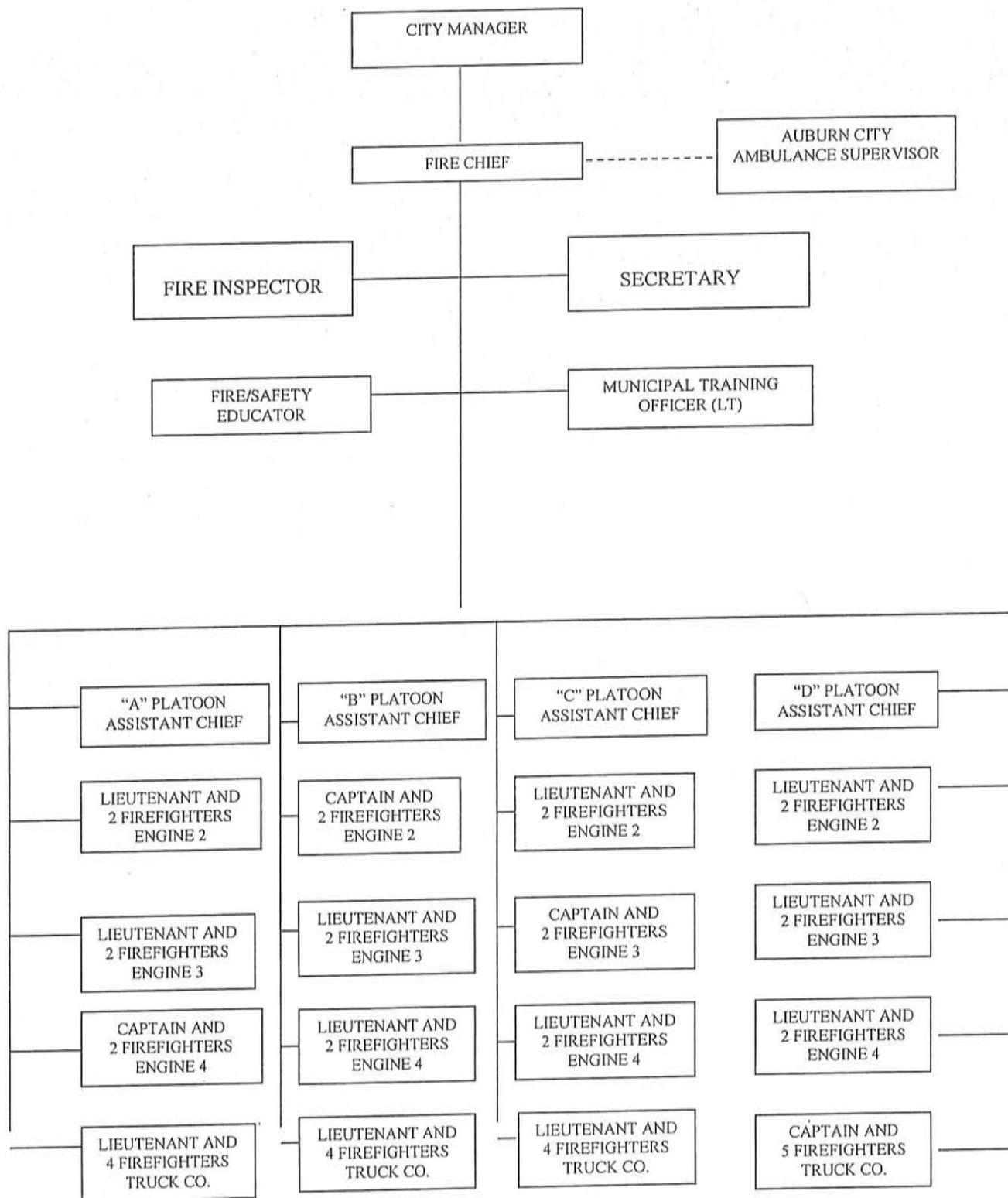
The Department had 150 hazardous materials responses in 2012. In 2012 the team responded to twelve regional emergencies, seven of which required significant intervention and the use of specialized equipment and personnel. The team has been working with local law enforcement agencies dealing with illicit drug labs.

Technical Rescue - The Auburn Fire Department has provided technical rescue services for years. Due to the extreme hazards associated with some technical rescues the department began to obtain equipment and training in the 1990's to more safely and effectively provide technical rescue service. Recently, State and Federal grant programs have helped the department increase its capabilities and improve the safety of our responders and the community. The department has equipment and personnel trained to deal with situations involving confined spaces, trenches, machinery, incidents requiring rope access, water, swift water, ice, and structural collapse.

In 2012 the department's swift water rescue personnel were called to provide assistance to Rockaway Queens in New York City to perform search and rescue operations related to the floods caused by Hurricane Sandy.

Fire Department Staff (Administrative) – The Fire Department Staff coordinates and oversees the wide variety of functions and services provided by the other department components.

City of Auburn, New York, FY 2013-14 Adopted Budget



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**FULL TIME EMPLOYEE DISTRIBUTION**

	<b>GRADE</b>	<b>STEP</b>	<b>2012-13</b>	<b>2013-14</b>	<b>ANNUAL SALARY</b>
<b><u>FIRE</u></b>					
Fire Chief	M28	E	1.0	1.0	\$ 87,601
Assistant Fire Chief	FM23		4.0	4.0	312,740
Fire Captain	03		4.0	4.0	280,008
Fire Lieutenant	02		12.0	12.0	778,781
Training Officer (Lieutenant)	02		1.0	1.0	66,478
Firefighter	01		51.0	41.0	2,641,147
Fire Inspector	01		1.0	1.0	61,755
Fire & Safety Educator	01		1.0	1.0	61,755
Secretary	12		1.0	1.0	53,735
<b>Department Totals</b>			<b>76.0</b>	<b>66.0</b>	

CITY OF AUBURN

A3410	FIRE	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
110	SALARY & WAGES	4,590,552.92	4,344,000.00
120	EMT CERTIFICATION	22,500.00	47,800.00
140	HOLIDAY PAY	202,273.00	205,000.00
150	OVERTIME	301,557.91	0.00
155	OVERTIME-EMERGENCY	14,989.18	0.00
160	OVERTIME - CONTRACTUAL	0.00	220,000.00
162	OVERTIME EMERGENCY	0.00	30,000.00
164	OVERTIME TRAINING	0.00	10,000.00
170	UNIFORM ALLOWANCE	113,993.75	115,000.00
220	OFFICE EQUIPMENT	169.95	5,600.00
250	OTHER EQUIPMENT	26,201.91	50,000.00
411	OFFICE SUPPLIES	1,258.92	1,500.00
412	OPERATING SUPPLIES	49,021.23	40,000.00
420	GAS	10,759.00	10,000.00
425	ELECTRIC	24,825.92	40,000.00
430	TELEPHONE & OTHER UTILITIES	7,716.57	9,100.00
440	SERVICES	17,162.63	37,300.00
450	FEES	23,165.60	24,825.00
460	TRAVEL, TRAINING, PROF DEV	8,808.97	30,600.00
481	FUEL	39,307.26	42,000.00
482	VEHICLE MAINT/REPAIRS	76,750.16	90,000.00
800	SUPPLEMENTAL BEN-DISABL FIR	29,729.04	0.00
	<b>ACTIVITY TOTAL</b>	<u>5,560,743.92</u>	<u>5,352,725.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>5,560,743.92</u>	<u>5,352,725.00</u>

## Department of Public Works

### MISSION

*It is the mission of the Department of Public Works to provide, plan, develop, operate and maintain a broad variety of traditional functions in a responsive, efficient and cost effective manner. These services include street maintenance and repair, park and facility maintenance, water supply and distribution, storm sewer drainage and maintenance, vehicle maintenance and repair, solid waste operations, building maintenance, street lighting, traffic signal maintenance and a variety of recreation programs and special events.*

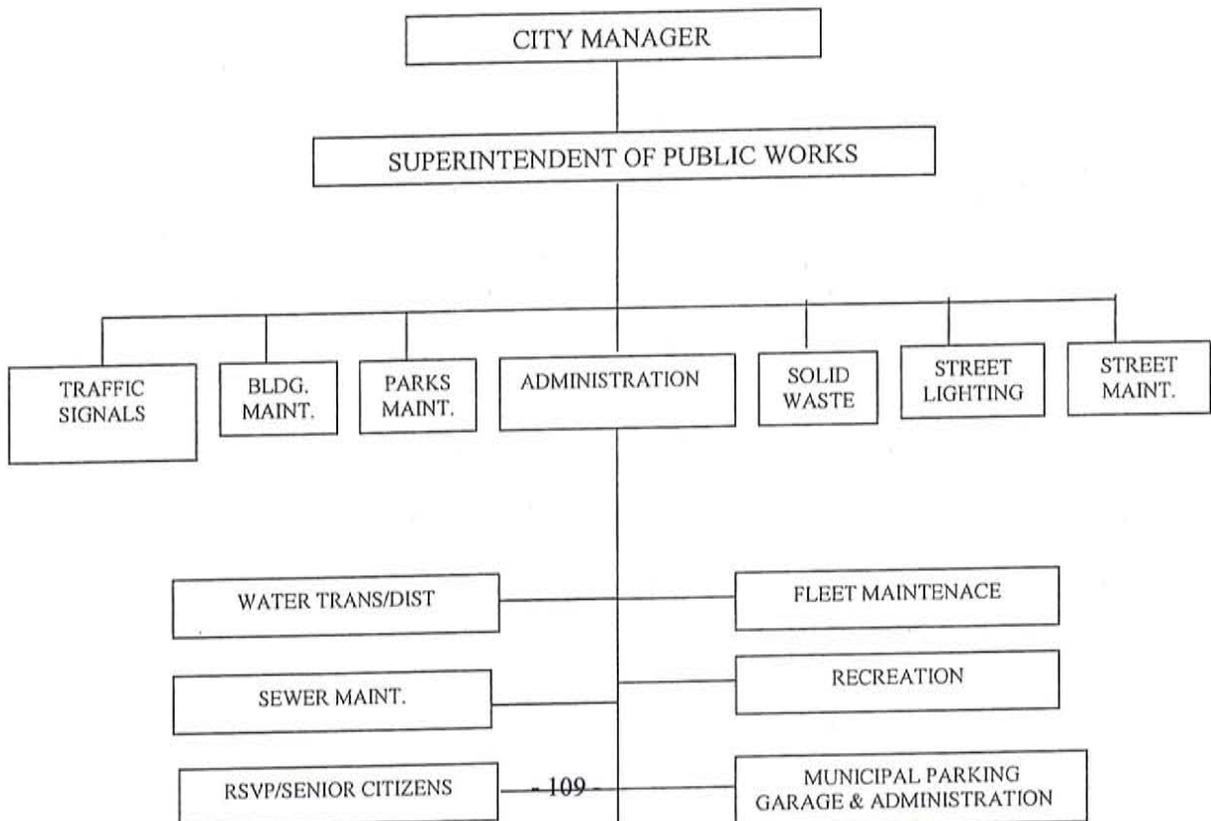
### ORGANIZATIONAL STRUCTURE AND DUTIES

Public Works conducts a variety of functions that are typical in traditional government organizations. The work of the office is divided into multiple divisions:

- **Administration** - The Administration Division's primary responsibility is to coordinate activities between the other divisions and multiple operations of the Department of Public Works. The Administration Division is managed by the Superintendent of Public Works. In addition to coordinating operations, the office oversees personnel and budgetary issues and specifically provides oversight to the following operational units:
  - **Recreation:** Recreation includes the operation of sporting events at Casey Park; support to the Auburn Doubledays; management of Falcon Baseball Park; and, coordination of concerts, celebrations, parades and various recreational activities for adults and youth.
  - **RSVP:** The Retired Seniors Volunteer Program works with senior adults to provide an array of volunteer community activities in which they may participate.
  - **Senior Citizens:** This operational unit provides management and oversight for recreational opportunities for seniors in Auburn.
  - **Fleet Maintenance:** This operation runs the City Garage and ensures that the City Fleet is fully functional.
  
- **Street Maintenance** - Provides for sweeping, plowing, and repair of the City's 315 streets consisting of over 103.8 miles.
  
- **Building Maintenance** - This division of Public Works is responsible for maintaining and repairing City Hall and assisting in the maintenance of other City-owned buildings.
  
- **Traffic Signals** - Public Works is responsible for maintaining the operation of the traffic signals in the City.

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- **Street Lighting** – The Public Works Department is responsible for maintaining all City street lights.
- **Parks Maintenance** - Services the City’s 26 parks and playgrounds and installs new playground facilities and equipment as needed.
- **Water Distribution** – This operation coordinates the distribution of potable water to both our City and surrounding communities. The City oversees over 109 miles of water main and provides fresh water to approximately 55,000 customers.
- **Sewer Maintenance** – Maintains the City’s sewer system, which consists of 109 miles of sanitary sewers.
- **Solid Waste** – Solid Waste involves the collection and disposal of curbside trash and debris, including recyclable materials, throughout the City. The City currently owns and operates its own landfill.
- **Municipal Parking** - The Public Works Department is responsible for overseeing the City’s Municipal Parking Garage, with responsibilities for operations and maintenance.



**City of Auburn, New York, FY 2013-14 Adopted Budget**

**FULL TIME EMPLOYEE DISTRIBUTION**

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<i>Public Works Garage</i>					
Head Mechanic	17		1.00	1.00	\$ 60,256
Automotive Mechanic	15		2.00	2.00	103,953
Clerk	8	B/C	0.50	0.50	21,199
Custodial Worker, part-time			0.50	0.50	15,000
<b>Sub-total Public Works Garage</b>			<b>4.00</b>	<b>4.00</b>	
<i>Street Administration, Maintenance and Cleaning</i>					
Spvr. of Public Works	28	E	1.00	1.00	79,235
Labor Foreperson	16	H	1.00	1.00	58,499
Sign Maintenance Worker	15	H	1.00	1.00	57,418
Motor Equip Operator	12		6.00	5.00	224,831
General Mechanic/HEO	16		0.00	1.00	38,574
Heavy Equipment Operator	14		0.00	1.00	55,577
<b>Sub-total Streets</b>			<b>9.00</b>	<b>10.00</b>	
<i>Parks Maintenance</i>					
Sanitation Supervisor	CM15	E	0.50	0.50	30,499
Labor Foreperson	16	E/F	1.00	1.00	59,249
Recreation Maint. Worker	12		1.50	1.50	73,985
Motor Equip Operator	12		2.00	2.00	101,980
Laborer	9		3.00	3.00	141,162
Clerk	8	B/C	0.50	0.50	21,200
Laborers, Perm Part-Time			0.50	0.50	17,732
<i>Urban Forestry</i>					
Tree Trimmer	15	H	1.00	1.00	56,168
<b>Sub-total Parks</b>			<b>10.00</b>	<b>10.00</b>	
<i>RSVP</i>					
RSVP Coordinator	10	D/E	1.00	1.00	45,129
Van Driver, part-time			0.50	0.50	19,000
Clerk, part-time			0.50	0.00	- 0-
<i>Senior Citizens</i>					
Sr. Clerk	12	H	.50	.50	25,200
<b>Sub-total RSVP/Senior Citizens</b>			<b>2.50</b>	<b>2.00</b>	

**City of Auburn, New York, FY 2013-14 Adopted Budget**

**FULL TIME EMPLOYEE DISTRIBUTION**

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<i>Recreation</i>					
Account Clerk	12	D	1.00	1.00	36,314
<i>Casey Park</i>					
Sr. Bldg. Maint. Mechanic	19		1.00	1.00	57,531
Recreation Maint. Worker	12	H	1.00	1.00	51,490
Laborer	9	H	1.00	1.00	46,804
<i>Falcon Baseball Park</i>					
Recreation Maint. Worker	12	H	0.50	0.50	22,495
<b>Sub-total Recreation</b>			<b>4.50</b>	<b>4.50</b>	
<i>Building Maintenance</i>					
Head Custodian	13	H	1.00	1.00	53,046
Custodian	9	H	1.00	0.00	
Custodial Worker			1.50	1.00	35,000
Perm. Part-time					
<b>Sub-total Building Maintenance</b>			<b>3.50</b>	<b>2.00</b>	
<i>Municipal Parking</i>					
Parking Meter Attendant, PT			1.00	1.00	40,000
Parking Fee Collector, PT			1.50	1.00	20,000
Traffic Enf. Officer, PT			0.50	0.50	20,000
Laborer, part-time			0.00	1.00	40,000
Clerk, PT			0.50	0.50	15,000
<b>Sub-total Municipal Parking</b>			<b>3.50</b>	<b>4.00</b>	
<i>SOLID WASTE</i>					
<i>General Fund – Collection</i>					
Motor Equip Oper. Gr. 2	13		4.00	3.50	160,893
Laborer	9		4.50	5.00	185,600
<b>Sub-total General Fund</b>			<b>8.50</b>	<b>8.50</b>	
<i>Solid Waste Fund</i>					
Sanitation Supervisor	CM15	E	0.50	0.50	30,499
Sanitation Foreperson	17	H	1.00	1.00	61,606
Weigh Scale Operator	13	F/G	1.00	1.00	52,296
Clerk	8	G/H	1.00	1.00	47,040
Laborer	9		2.50	2.00	64,211
Landfill Operator	16		2.00	2.00	117,248
Methane Utilities Mechanic	16	A/B	1.00	1.00	54,600
Motor Eq. Oper. Gr. 2	13	H	1.00	1.50	77,552
Weigh Scale Oper, part-time			.50	.50	19,000
<b>Sub-total Solid Waste Fund</b>			<b>10.50</b>	<b>10.50</b>	

City of Auburn, New York, FY 2013-14 Adopted Budget

**FULL TIME EMPLOYEE DISTRIBUTION**

*WATER TRANSMISSION/DISTRIBUTION*

Public Works Supervisor	CM18	E	0.50	0.50	32,814
Meter/Backflow Coord	17	H	1.00	1.00	58,999
Water Crew Chief	15	H	1.00	1.00	58,499
Heavy Equip Oper Gr 1	14	H	2.00	1.00	54,577
Water Maintenance Worker	12	F/G	1.00	2.00	101,980
Motor Equipment Operator	12		1.00	1.00	51,490
Laborer, part-time			0.00	0.00	
<b>Sub-total Water Trans/Dist</b>			<b>6.50</b>	<b>6.50</b>	

*SEWER MAINTENANCE*

Public Works Supervisor	CM18	E	0.50	0.50	32,814
Sewer Maintenance Worker	16	H	1.00	1.00	49,375
Heavy Equip Oper Gr 1	14	H	1.00	1.00	54,577
Sewer Inspector	14	H	1.00	1.00	52,619
Motor Equip Operator	12		2.00	2.00	102,730
Laborer	9	H	2.00	2.00	93,858
<b>Sub-total Sewer Maintenance</b>			<b>7.50</b>	<b>7.50</b>	

**TOTAL DEPARTMENT OF  
PUBLIC WORKS**

**70.00 69.50**

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1620</u>	<u>BUILDINGS</u>		
110	SALARY & WAGES	94,981.16	55,000.00
120	SICK INCENTIVE	400.00	400.00
130	TEMPORARY & PART TIME	44,742.22	35,000.00
140	HOLIDAY PAY	0.00	900.00
150	OVERTIME	4,139.15	5,000.00
220	OFFICE EQUIPMENT	0.00	500.00
250	OTHER EQUIPMENT	0.00	500.00
412	OPERATING SUPPLIES	12,972.97	22,500.00
420	GAS	3,238.62	4,000.00
425	ELECTRIC	27,626.48	30,000.00
440	SERVICES	29,134.37	46,000.00
481	FUEL	2,733.26	3,000.00
482	VEHICLE MAINT/REPAIRS	0.00	1,000.00
<b>ACTIVITY TOTAL</b>		<u>219,968.23</u>	<u>203,800.00</u>

<u>A1640</u>	<u>PUBLIC WORKS GARAGE</u>		
110	SALARY & WAGES	174,658.77	210,000.00
120	SICK INCENTIVE	150.00	300.00
130	TEMPORARY & PART TIME	15,794.26	26,500.00
140	HOLIDAY PAY	0.00	500.00
150	OVERTIME	9,320.79	11,000.00
210	FURNITURE & FIXTURES	0.00	500.00
220	OFFICE EQUIPMENT	0.00	1,000.00
250	OTHER EQUIPMENT	5,820.08	6,000.00
411	OFFICE SUPPLIES	1,321.82	0.00
412	OPERATING SUPPLIES	27,450.17	30,000.00
420	GAS	18,107.14	17,500.00
425	ELECTRIC	11,899.02	14,000.00
440	SERVICES	7,881.99	40,000.00
450	FEES	88.80	1,000.00
460	TRAVEL, TRAINING, PROF DEV	140.00	500.00
481	FUEL	7,884.67	6,000.00

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
482 VEHICLE MAINT/REPAIRS	16,323.87	5,500.00
<b>ACTIVITY TOTAL</b>	<u>296,841.38</u>	<u>370,300.00</u>
<u>A3310 SIGNAL MAINTENANCE</u>		
110 SALARY & WAGES	0.00	40,000.00
150 OVERTIME	0.00	1,000.00
250 OTHER EQUIPMENT	0.00	20,000.00
412 OPERATING SUPPLIES	0.00	5,000.00
425 ELECTRIC	21,544.60	20,000.00
440 SERVICES	1,025.00	500.00
481 FUEL	587.56	500.00
482 VEHICLE MAINT/REPAIRS	671.42	1,000.00
<b>ACTIVITY TOTAL</b>	<u>23,828.58</u>	<u>88,000.00</u>
<u>A5010 PUBLIC WORKS ADMINISTRATION</u>		
110 SALARY & WAGES	71,685.82	82,000.00
120 SICK INCENTIVE	0.00	260.00
130 TEMPORARY & PART TIME	551.00	3,000.00
412 OPERATING SUPPLIES	0.00	100.00
440 SERVICES	610.89	1,000.00
<b>ACTIVITY TOTAL</b>	<u>72,847.71</u>	<u>86,360.00</u>
<u>A5110 STREET MAINTENANCE</u>		
110 SALARY & WAGES	368,262.97	400,000.00
120 SICK INCENTIVE	500.00	1,000.00
130 TEMPORARY & PART TIME	41,945.70	32,000.00
140 HOLIDAY PAY	1,415.28	2,000.00
150 OVERTIME	6,442.09	11,500.00
250 OTHER EQUIPMENT	0.00	5,000.00
412 OPERATING SUPPLIES	69,278.54	77,500.00
440 SERVICES	4,677.34	10,000.00
460 TRAVEL, TRAINING, PROF DEV	0.00	500.00
481 FUEL	82,678.74	65,000.00

CITY OF AUBURN

		<b>2012-2013 Actual Expenditure</b>	<b>2013-2014 Adopted Budget</b>
482	VEHICLE MAINT/REPAIRS	42,629.21	80,000.00
	<b>ACTIVITY TOTAL</b>	<b><u>617,829.87</u></b>	<b><u>684,500.00</u></b>
<u>A5142 SNOW REMOVAL</u>			
150	OVERTIME	24,783.06	50,000.00
250	OTHER EQUIPMENT	28,259.00	50,000.00
412	OPERATING SUPPLIES	138,560.85	200,000.00
440	SERVICES	627.28	0.00
481	FUEL	0.00	18,000.00
482	VEHICLE MAINT/REPAIRS	0.00	5,000.00
	<b>ACTIVITY TOTAL</b>	<b><u>192,230.19</u></b>	<b><u>323,000.00</u></b>
<u>A5182 STREET LIGHTING</u>			
250	OTHER EQUIPMENT	0.00	50,000.00
425	ELECTRIC	438,385.02	425,000.00
440	SERVICES	28,405.50	6,000.00
	<b>ACTIVITY TOTAL</b>	<b><u>466,790.52</u></b>	<b><u>481,000.00</u></b>
<u>A7020 PARK &amp; RECREATION ADMIN</u>			
110	SALARY & WAGES	45,600.29	51,300.00
120	SICK INCENTIVE	0.00	200.00
140	HOLIDAY PAY	68.36	0.00
150	OVERTIME	0.00	1,000.00
	<b>ACTIVITY TOTAL</b>	<b><u>45,668.65</u></b>	<b><u>52,500.00</u></b>
<u>A7110 PARKS MAINTENANCE</u>			
110	SALARY & WAGES	413,016.65	450,000.00
120	SICK INCENTIVE	200.00	500.00
130	TEMPORARY & PART TIME	23,443.00	41,000.00
140	HOLIDAY PAY	1,326.20	1,750.00
150	OVERTIME	7,169.08	8,000.00
250	OTHER EQUIPMENT	3,582.65	18,500.00
412	OPERATING SUPPLIES	47,706.76	55,800.00

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
420	GAS	3,969.32	5,500.00
425	ELECTRIC	12,381.76	15,000.00
430	TELEPHONE & OTHER UTILITIES	461.40	500.00
440	SERVICES	15,933.06	35,000.00
460	TRAVEL, TRAINING, PROF DEV	0.00	500.00
481	FUEL	16,072.05	9,000.00
482	VEHICLE MAINT/REPAIRS	21,219.60	16,000.00
<b>ACTIVITY TOTAL</b>		<u>566,481.53</u>	<u>657,050.00</u>
<u>A7142</u>	<u>PLAYGROUND OPERATIONS</u>		
250	OTHER EQUIPMENT	0.00	3,000.00
412	OPERATING SUPPLIES	5,052.00	2,000.00
440	SERVICES	4,196.00	11,000.00
<b>ACTIVITY TOTAL</b>		<u>9,248.00</u>	<u>16,000.00</u>
<u>A7143</u>	<u>CASEY PARK</u>		
110	SALARY & WAGES	145,929.51	128,000.00
120	SICK INCENTIVE	200.00	200.00
130	TEMPORARY & PART TIME	29,239.26	34,000.00
140	HOLIDAY PAY	1,320.64	1,750.00
150	OVERTIME	9,516.61	12,500.00
250	OTHER EQUIPMENT	0.00	3,500.00
412	OPERATING SUPPLIES	28,160.56	52,000.00
420	GAS	13,320.67	15,000.00
425	ELECTRIC	47,329.00	55,000.00
430	TELEPHONE & OTHER UTILITIES	14,018.08	15,000.00
440	SERVICES	94,999.92	109,000.00
481	FUEL	1,527.10	3,000.00
482	VEHICLE MAINT/REPAIRS	992.76	5,000.00
<b>ACTIVITY TOTAL</b>		<u>386,554.11</u>	<u>433,950.00</u>
<u>A7210</u>	<u>FALCON PARK</u>		
110	SALARY & WAGES	29,140.13	23,000.00

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
120 SICK INCENTIVE	0.00	250.00
150 OVERTIME	0.00	2,000.00
250 OTHER EQUIPMENT	0.00	3,000.00
412 OPERATING SUPPLIES	3,810.70	6,000.00
420 GAS	2,376.73	5,000.00
425 ELECTRIC	23,827.76	27,000.00
430 TELEPHONE & OTHER UTILITIES	18,917.53	15,000.00
440 SERVICES	24,958.69	22,000.00
<b>ACTIVITY TOTAL</b>	<u>103,031.54</u>	<u>103,250.00</u>
<u>A7270</u> <u>BAND CONCERTS</u>		
150 OVERTIME	502.56	1,000.00
412 OPERATING SUPPLIES	0.00	500.00
440 SERVICES	0.00	500.00
450 FEES	7,600.00	10,000.00
<b>ACTIVITY TOTAL</b>	<u>8,102.56</u>	<u>12,000.00</u>
<u>A7550</u> <u>CELEBRATIONS</u>		
412 OPERATING SUPPLIES	13,812.51	20,000.00
425 ELECTRIC	688.88	2,000.00
440 SERVICES	21,033.34	30,000.00
459 FOUNDERS DAY CELEBRATION	2,692.50	0.00
<b>ACTIVITY TOTAL</b>	<u>38,227.23</u>	<u>52,000.00</u>
<u>A7610</u> <u>SENIOR CITIZENS-SCHWARTZ TOW</u>		
130 TEMPORARY & PART TIME	23,339.44	25,200.00
411 OFFICE SUPPLIES	0.00	250.00
412 OPERATING SUPPLIES	1,570.57	3,000.00
420 GAS	7,414.62	8,000.00
440 SERVICES	1,602.34	6,500.00
450 FEES	12,398.11	12,000.00
<b>ACTIVITY TOTAL</b>	<u>46,325.08</u>	<u>54,950.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A7611      RSVP (BOYLE CENTER)</u>			
110	SALARY & WAGES	42,128.17	44,000.00
120	SICK INCENTIVE	0.00	200.00
130	TEMPORARY & PART TIME	17,680.70	19,000.00
220	OFFICE EQUIPMENT	139.00	0.00
411	OFFICE SUPPLIES	695.08	1,000.00
430	TELEPHONE & OTHER UTILITIES	334.42	300.00
440	SERVICES	11,499.28	16,500.00
441	LIABILITY INSURANCE	2,538.12	2,500.00
460	TRAVEL, TRAINING, PROF DEV	165.00	2,000.00
481	FUEL	415.01	1,500.00
482	VEHICLE MAINT/REPAIRS	0.00	500.00
<b>ACTIVITY TOTAL</b>		<u>75,594.78</u>	<u>87,500.00</u>
 <u>A7620      ADULT RECREATION</u>			
412	OPERATING SUPPLIES	7,419.40	10,000.00
440	SERVICES	0.00	1,000.00
450	FEES	7,287.00	10,000.00
<b>ACTIVITY TOTAL</b>		<u>14,706.40</u>	<u>21,000.00</u>
 <u>A8161      REFUSE COLLECTION</u>			
110	SALARIES & LONGEVITY	312,165.98	325,000.00
120	SICK INCENTIVE	617.00	1,000.00
130	TEMPORARY & PART TIME	20,434.12	15,000.00
140	HOLIDAY PAY	1,783.03	5,500.00
150	OVERTIME	4,260.00	5,500.00
412	OPERATING SUPPLIES	14,913.46	18,000.00
420	GAS	3,496.83	6,000.00
425	ELECTRIC	4,759.57	5,000.00
481	FUEL	108,554.17	100,000.00
482	VEHICLE MAINT/REPAIRS	46,425.83	50,000.00
<b>ACTIVITY TOTAL</b>		<u>517,409.99</u>	<u>531,000.00</u>

CITY OF AUBURN

		2012-2013 Actual Expenditure	2013-2014 Adopted Budget
<u>A8170 STREET CLEANING</u>			
412	OPERATING SUPPLIES	0.00	4,000.00
440	SERVICES	7,295.00	17,300.00
450	FEES	0.00	1,200.00
481	FUEL	0.00	1,500.00
<b>ACTIVITY TOTAL</b>		<u>7,295.00</u>	<u>24,000.00</u>
 <u>A8560 URBAN FORESTRY ( SHADE TREE</u>			
110	SALARY & WAGES	53,488.87	57,000.00
140	HOLIDAY PAY	275.39	1,000.00
150	OVERTIME	1,632.69	4,000.00
250	OTHER EQUIPMENT	0.00	500.00
412	OPERATING SUPPLIES	3,192.82	5,000.00
440	SERVICES	5,344.04	25,000.00
460	TRAVEL, TRAINING, PROF DEV	30.00	500.00
481	FUEL	2,718.98	4,500.00
482	VEHICLE MAINT/REPAIRS	4.79	5,000.00
<b>ACTIVITY TOTAL</b>		<u>66,687.58</u>	<u>102,500.00</u>
 <u>A8810 CEMETERY MAINTENANCE</u>			
140	HOLIDAY PAY	0.00	250.00
150	OVERTIME	0.00	2,000.00
250	OTHER EQUIPMENT	0.00	1,000.00
412	OPERATING SUPPLIES	1,686.70	1,000.00
420	GAS	1,648.86	2,500.00
425	ELECTRIC	476.58	750.00
440	SERVICES	60.00	750.00
450	FEES	57.00	0.00
481	FUEL	945.91	750.00
482	VEHICLE MAINT/REPAIRS	442.12	750.00
<b>ACTIVITY TOTAL</b>		<u>5,317.17</u>	<u>9,750.00</u>

CITY OF AUBURN

<u>AL8160</u>	<u>SOLID WASTE ADMINISTRATION</u>	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
110	SALARY & WAGES	131,709.04	140,000.00
120	SICK INCENTIVE	150.00	200.00
140	HOLIDAY PAY	3,283.29	3,200.00
150	OVERTIME	4,783.04	3,000.00
411	OFFICE SUPPLIES	214.78	3,000.00
412	OPERATING SUPPLIES	4,423.55	5,000.00
440	SERVICES	29,075.73	30,000.00
460	TRAVEL, TRAINING, PROF DEV	0.00	500.00
490	POSTAGE	2,607.10	5,000.00
<b>ACTIVITY TOTAL</b>		<u>176,246.53</u>	<u>189,900.00</u>

<u>AL8162</u>	<u>REFUSE DISPOSAL</u>	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
110	SALARY & WAGES	223,006.11	239,000.00
120	SICK INCENTIVE	300.00	350.00
130	TEMPORARY & PART TIME	18,736.04	19,000.00
140	HOLIDAY PAY	4,938.29	7,500.00
150	OVERTIME	12,500.05	10,000.00
250	OTHER EQUIPMENT	500.00	0.00
412	OPERATING SUPPLIES	93,488.90	115,000.00
420	GAS	4,006.80	5,000.00
425	ELECTRIC	4,249.57	7,000.00
430	TELEPHONE	3,324.73	4,000.00
440	SERVICES	62,293.63	115,000.00
450	FEES	355.40	1,000.00
460	TRAVEL, TRAINING, PROF DEV	2.40	1,000.00
481	FUEL	71,885.85	75,000.00
482	VEHICLE MAINT/REPAIRS	79,802.33	75,000.00
<b>ACTIVITY TOTAL</b>		<u>579,390.10</u>	<u>673,850.00</u>

<u>AL8164</u>	<u>RECYCLING</u>	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
110	SALARY & WAGES	73,991.21	104,000.00
120	SICK INCENTIVE	0.00	400.00

CITY OF AUBURN

		2012-2013	2013-2014
		Actual	Adopted
		<u>Expenditure</u>	<u>Budget</u>
140	HOLIDAY PAY	295.89	3,500.00
150	OVERTIME	1,054.12	3,500.00
250	OTHER EQUIPMENT	0.00	1,500.00
412	OPERATING SUPPLIES	24,595.73	1,500.00
440	SERVICES	25,765.23	20,000.00
<b>ACTIVITY TOTAL</b>		<u>125,702.18</u>	<u>134,400.00</u>
<u>AL8167    LANDFILL CLOSURE ( ACCRUAL)</u>			
551	LANDFILL CLOSURE(ACCRUAL)	-62,700.00	300,000.00
<b>ACTIVITY TOTAL</b>		<u>-62,700.00</u>	<u>300,000.00</u>
<u>AL8168    LANDFILL POST-CLOSURE(ACCRU</u>			
552	LANDFILL POST-CLOSURE(ACCR	-160,000.00	200,000.00
<b>ACTIVITY TOTAL</b>		<u>-160,000.00</u>	<u>200,000.00</u>
<u>F8340    TRANSMISSION &amp; DISTRIBUTION</u>			
110	SALARY & WAGES	341,229.08	305,000.00
120	SICK INCENTIVE	400.00	400.00
130	TEMPORARY & PART TIME	12,790.45	0.00
140	HOLIDAY PAY	487.13	500.00
150	OVERTIME	23,349.07	25,000.00
250	OTHER EQUIPMENT	64,670.99	75,000.00
251	RESIDENTIAL METERS (F9520.911)	55,103.90	55,000.00
411	OFFICE SUPPLIES	0.00	200.00
412	OPERATING SUPPLIES	109,586.52	110,000.00
430	TELEPHONE & OTHER UTILITIES	2,100.00	2,500.00
440	SERVICES	7,369.13	20,000.00
450	FEES	0.00	1,300.00
460	TRAVEL, TRAINING, PROF DEV	376.00	1,000.00
481	FUEL	30,129.34	20,000.00
482	VEHICLE MAINT/REPAIRS	10,252.18	20,000.00
<b>ACTIVITY TOTAL</b>		<u>657,843.79</u>	<u>635,900.00</u>

CITY OF AUBURN

<u>G8120</u>	<u>SANITARY SEWERS</u>	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
110	SALARY & WAGES	358,803.94	392,000.00
120	SICK INCENTIVE	550.00	400.00
130	TEMPORARY & PART TIME	1,930.32	3,500.00
140	HOLIDAY PAY	287.18	0.00
150	OVERTIME	5,705.06	10,000.00
250	OTHER EQUIPMENT	37,609.70	40,000.00
411	OFFICE SUPPLIES	0.00	2,500.00
412	OPERATING SUPPLIES	82,435.37	85,000.00
440	SERVICES	1,629.18	26,000.00
460	TRAVEL, TRAINING, PROF DEV	0.00	500.00
481	FUEL	19,708.38	18,000.00
482	VEHICLE MAINT/REPAIRS	12,792.75	49,000.00
	<b>ACTIVITY TOTAL</b>	<u>521,451.88</u>	<u>626,900.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>5,618,920.58</u>	<u>7,155,360.00</u>

## Department of Municipal Utilities

### MISSION

*It is the mission of the Department of Municipal Utilities to provide, plan, operate and maintain a variety of services in the most efficient and cost effective manner possible. These services include water treatment and distribution, wastewater collection and treatment, electricity generation and hydro-power.*

### ORGANIZATIONAL STRUCTURE AND DUTIES

The Department of Municipal Utilities conducts a variety of traditional government functions. The Department is managed by a Director of Municipal Utilities.

#### Water Fund

The Water Fund is an enterprise fund (a fund that provides goods or services to the public for a fee that makes the entity self-supporting). It includes water distribution, Water Treatment, and Utility Billing. Ten percent (10%) of all the revenues collected are distributed to the General Fund.

- **Water Distribution** – Coordinates the distribution of potable water to the City and surrounding community residents and businesses and maintains 109 miles of water mains. The personnel report to the Public Works Supervisor and remain housed at the DPW garage on West Genesee Street.
- **Water Treatment** – Is responsible for pumping water from Owasco Lake for treatment at the City's water filtration plant on Swift Street. Personnel ensure the City's and surrounding community's potable water supply is clean and free of hazardous substances and compliant with all State and Federal regulations.
- **Utility Billing Office** – Is responsible for meter reading, utility billing and meter maintenance of approximately 9,000 accounts. Monthly and quarterly billing requires processing of approximately 3,000 bills each month. Meters are read monthly and quarterly and replaced or repaired as necessary. Under an Energy Performance Contract, the City will be replacing >5000 touch pad meters with automatic meter readers.

#### Sewer Fund

The Sewer Fund is an enterprise fund (a fund that provides goods or services to the public for a fee that makes the entity self-supporting). It includes wastewater treatment and sanitary sewers and pays for ½ of the utility billing office operations. Ten percent of revenues are transferred to the General Fund.

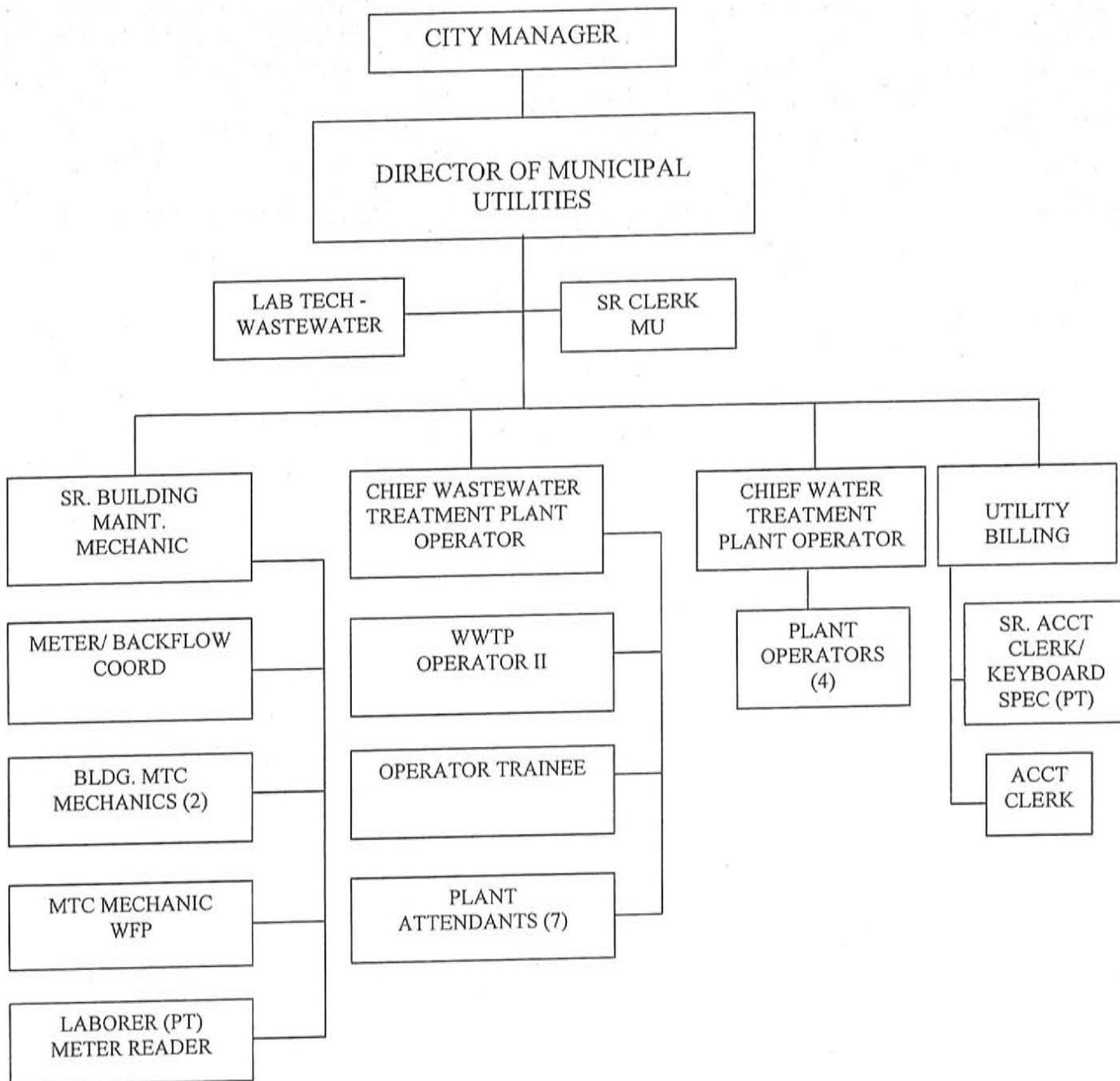
- **Sanitary Sewers** – Maintains the City’s approximately 109 miles of sanitary and storm sewers that collect sewer and storm water from the City and surrounding communities. The personnel report to the Public Works Supervisor and remain housed at the DPW garage on West Genesee Street.
- **Wastewater Treatment** – Is responsible for purification and disinfection of all water and waste that is collected in the sanitary and storm sewers. Treatment is compliant with all State and Federal regulations. Wastewater is also transported via tank trucks to the Plant on Bradley Street for treatment. At the facility, primary, secondary and tertiary treatment takes place. Residual sludge is either trucked to the City’s landfill for disposal or disposed of off-site at another landfill. The Plant is experiencing several upgrades including: Overflow Retention Facility improvements; chlorination/dechlorination system replacement; new SCADA controls; UV disinfection system replacement; replacement of a belt press and a new polymer system; upgrades to the Plants HVAC equipment; a grit cyclone and classifier; septage receiving improvements; and base flow pumping.

### **Power Utility Fund**

The Power Utility Fund is an enterprise fund (a fund that provides goods and services for a fee that makes the entity self-supporting). This fund is not functioning as an enterprise fund and has had to receive contributions from the General Fund. It includes the hydro-electric facilities and the Landfill Gas to Electric Facility (LFGE).

- **Hydro-power** – Currently consists of the North Division Street hydro and the Mill Street hydro. The North Division Street hydro is a producer of hydropower and revenue for the City. The Mill Street hydro is being restored to a producer of hydropower and revenue for the City. The lake level is controlled by this department to comply with Federal regulations and ensure the safety of the community.
- **Landfill Gas to Electric Facility** – Methane gas from the City’s landfill is collected and converted to electricity. The facility consists of three generators capable of 1 Mwh each for a total plant capacity of 3 Mwh. The quantity and quality of the methane gas from the City landfill allows the plant to only produce approximately 1 Mwh. About half of the production is sold to the wastewater treatment plant and the remaining power is sold to the grid. This facility is owned and operated by Auburn Energy and the power produced is the City’s.

City of Auburn, New York, FY 2013-14 Adopted Budget



City of Auburn, New York, FY 2013-14 Adopted Budget

	GRADE	STEP	2012-13	2013-14	ANNUAL SALARY
<u>WATER TREATMENT</u>					
Dir Municipal Utilities	M28	B/C	0.50	0.50	\$ 39,053
Chief WTP Operator	CM17	E	1.00	1.00	66,714
Maintenance Mechanic	18	H	1.00	1.00	62,523
Water Treatment Operator	14		4.00	4.00	218,808
Senior Clerk	12	H	0.50	0.50	25,495
<b>Sub-total Water Treatment</b>			<b>7.00</b>	<b>7.00</b>	
<u>WASTEWATER TREATMENT</u>					
Dir Municipal Utilities	M28	B/C	0.50	0.50	39,053
Chief WWTP Operator	CM17	H	1.00	1.00	65,114
Sr. Bldg. Maint. Mechanic	19	H	1.00	1.00	66,042
Bldg. Maint. Mechanic	12		2.00	2.00	109,154
Sewage Treatment Plant Op	14	H	1.00	1.00	59,449
Sewage Treatment Plant Trainee	12	H	1.00	1.00	35,542
Laboratory Technician	13	H	1.00	1.00	52,546
Sewage Plant Attendant	11		7.00	7.00	322,851
Sr. Clerk	12	H	0.50	0.50	25,495
<b>Sub-total Wastewater Treatment</b>			<b>15.00</b>	<b>15.00</b>	
<u>UTILITY BILLING</u>					
Sr. Acct Clerk/Keybd Spec, PT			.50	.50	15,000
Account Clerk	9	B	1.00	1.00	41,595
<b>Sub-total Utility Billing</b>			<b>1.5</b>	<b>1.5</b>	
<b>TOTAL DEPARTMENT OF MUNICIPAL UTILITIES</b>			<b>23.50</b>	<b>23.50</b>	

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>AL8166    METHANE GAS UTILITIES</u>			
110	SALARY & LONGEVITY	54,721.51	54,600.00
120	SICK INCENTIVE	0.00	200.00
150	OVERTIME	763.21	0.00
250	OTHER EQUIPMENT	0.00	2,500.00
412	OPERATING SUPPLIES	0.00	2,500.00
425	ELECTRIC	14,925.15	25,000.00
440	SERVICES	0.00	40,000.00
<b>ACTIVITY TOTAL</b>		<u>70,409.87</u>	<u>124,800.00</u>
 <u>E8240    HYDRO-ELECTRIC SERVICES</u>			
230	VEHICLES	0.00	10,000.00
412	OPERATING SUPPLIES	0.00	1,000.00
425	ELECTRIC	5,867.59	7,000.00
440	MILL ST DAM HYDRO IMPR PROJ	1,129,655.94	0.00
440	SERVICES	39,886.20	35,000.00
<b>ACTIVITY TOTAL</b>		<u>1,175,409.73</u>	<u>53,000.00</u>
 <u>E8241    ELECTRIC GENERATION FACILITY</u>			
412	OPERATING SUPPLIES	55,791.50	90,000.00
420	GAS	280,912.91	0.00
421	METHANE GAS	94,863.48	100,000.00
425	ELECTRIC	1,094,204.00	500,000.00
440	SERVICES	7,462.69	10,000.00
<b>ACTIVITY TOTAL</b>		<u>1,533,234.58</u>	<u>700,000.00</u>
 <u>F8320    SOURCE OF SUPPLY(PUMPING ST</u>			
250	OTHER EQUIPMENT	0.00	20,000.00
412	OPERATING SUPPLIES	0.00	10,000.00
420	GAS	127.86	750.00
425	ELECTRIC	136,988.15	180,000.00
430	TELEPHONE & OTHER UTILITIES	867.37	900.00
440	SERVICES	11,655.00	45,000.00

CITY OF AUBURN

	<u>2012-2013 Actual Expenditure</u>	<u>2013-2014 Adopted Budget</u>
481 FUEL	0.00	1,000.00
<b>ACTIVITY TOTAL</b>	<u>149,638.38</u>	<u>257,650.00</u>

<u>F8330</u>	<u>WATER FILTRATION</u>		
110	SALARY & WAGES	398,618.64	475,000.00
120	SICK INCENTIVE	900.00	900.00
130	TEMPORARY & PART TIME	35,608.45	40,000.00
140	HOLIDAY PAY	15,613.92	14,000.00
150	OVERTIME	32,456.98	37,000.00
220	OFFICE EQUIPMENT	0.00	500.00
250	OTHER EQUIPMENT	27,966.22	25,000.00
411	OFFICE SUPPLIES	153.00	300.00
412	OPERATING SUPPLIES	152,034.05	205,000.00
420	GAS	12,427.07	17,500.00
425	ELECTRIC	45,536.19	90,000.00
430	TELEPHONE & OTHER UTILITIES	851.97	2,000.00
440	SERVICES	67,316.26	95,000.00
450	FEES	85,773.02	64,000.00
460	TRAVEL, TRAINING, PROF DEV	1,322.00	3,000.00
481	FUEL	4,024.01	5,000.00
482	VEHICLE MAINT/REPAIRS	182.51	3,000.00
<b>ACTIVITY TOTAL</b>		<u>880,784.29</u>	<u>1,077,200.00</u>

<u>G8130</u>	<u>SEWAGE TREATMENT</u>		
110	SALARY & WAGES	691,674.78	740,000.00
120	SICK INCENTIVE	908.33	500.00
140	HOLIDAY PAY	10,580.12	15,000.00
150	OVERTIME	13,721.15	18,000.00
220	OFFICE EQUIPMENT	39.43	0.00
250	OTHER EQUIPMENT	79,819.43	125,000.00
411	OFFICE SUPPLIES	99.04	300.00
412	OPERATING SUPPLIES	148,313.53	240,000.00
420	NATURAL GAS	76,641.33	100,000.00

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
425	ELECTRIC	428,502.98	370,000.00
430	TELEPHONE & OTHER UTILITIES	73,310.74	90,000.00
440	SERVICES	433,959.83	400,000.00
450	FEES	16,298.20	20,000.00
460	TRAVEL, TRAINING, PROF DEV	3,499.89	6,000.00
481	FUEL	4,986.21	8,000.00
482	VEHICLE MAINT/REPAIRS	6,120.74	6,000.00
	<b>ACTIVITY TOTAL</b>	<u>1,988,475.73</u>	<u>2,138,800.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>5,797,952.58</u>	<u>4,351,450.00</u>

CITY OF AUBURN

	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A1670</u> <u>CENTRAL SERVICES</u>		
220      OFFICE EQUIPMENT	400.00	15,000.00
400      JANITORIAL SUPPLIES	4,315.90	6,500.00
411      OFFICE SUPPLIES	26,422.58	33,000.00
412      OPERATING SUPPLIES	9,860.33	7,500.00
416      CABLE FRANCHISE	35,550.67	35,000.00
430      TELEPHONE & OTHER UTILITIES	84,818.54	80,000.00
440      SERVICES	118,823.61	87,000.00
449      RADIO TOWER EXPENSES	549.76	4,000.00
451      CONSULTING FEES	47,059.00	45,000.00
481      FUEL	-11,167.97	23,000.00
482      VEHICLE MAINT/REPAIRS	20,482.63	15,000.00
490      POSTAGE	32,949.69	40,000.00
491      EMPLOYEE WELLNESS PROGRAM	4,606.21	10,000.00
<b>ACTIVITY TOTAL</b>	<u>374,670.95</u>	<u>401,000.00</u>
 <u>A1920</u> <u>MUNICIPAL ASSOCIATION DUES</u>		
452      MUNICIPAL ASSOCIATION DUES	9,967.00	11,000.00
<b>ACTIVITY TOTAL</b>	<u>9,967.00</u>	<u>11,000.00</u>
 <b>DEPARTMENT TOTAL</b>	<u>384,637.95</u>	<u>412,000.00</u>

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1364</u> <u>EXPENSES ON PROP ACQUIRED-T</u>		
440    SERVICES	15,819.88	14,000.00
<b>ACTIVITY TOTAL</b>	<u>15,819.88</u>	<u>14,000.00</u>
<u>A1950</u> <u>TAXES ON CITY OWNED PROPERT</u>		
454    TAXES ON CITY OWNED PROPER	247.10	35,000.00
<b>ACTIVITY TOTAL</b>	<u>247.10</u>	<u>35,000.00</u>
<u>F1950</u> <u>TAXES ON CITY OWNED PROPERT</u>		
454    TAXES ON CITY OWNED PROPER	4,379.23	5,000.00
<b>ACTIVITY TOTAL</b>	<u>4,379.23</u>	<u>5,000.00</u>
<u>G1950</u> <u>TAXES ON CITY OWNED PROPERT</u>		
454    TAXES ON CITY OWNED PROPER	918.30	1,500.00
<b>ACTIVITY TOTAL</b>	<u>918.30</u>	<u>1,500.00</u>
<b>DEPARTMENT TOTAL</b>	<u>21,364.51</u>	<u>55,500.00</u>

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1910 UNALLOCATED INSURANCE</u>		
441 LIABILITY INSURANCE	356,793.45	325,000.00
<b>ACTIVITY TOTAL</b>	<u>356,793.45</u>	<u>325,000.00</u>
<u>AL1910 UNALLOCATED INSURANCE</u>		
441 LIABILITY INSURANCE	36,440.13	38,000.00
<b>ACTIVITY TOTAL</b>	<u>36,440.13</u>	<u>38,000.00</u>
<u>E1910 UNALLOCATED INSURANCE</u>		
441 LIABILITY INSURANCE	15,233.55	19,000.00
<b>ACTIVITY TOTAL</b>	<u>15,233.55</u>	<u>19,000.00</u>
<u>F1910 UNALLOCATED INSURANCE</u>		
441 LIABILITY INSURANCE	34,964.94	38,000.00
<b>ACTIVITY TOTAL</b>	<u>34,964.94</u>	<u>38,000.00</u>
<u>G1910 UNALLOCATED INSURANCE</u>		
441 LIABILITY INSURANCE	72,766.71	80,000.00
<b>ACTIVITY TOTAL</b>	<u>72,766.71</u>	<u>80,000.00</u>
<b>DEPARTMENT TOTAL</b>	<u>516,198.78</u>	<u>500,000.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1930</u>	<u>JUDGMENTS &amp; SETTLEMENTS</u>		
453	JUDGMENTS & SETTLEMENTS	46,252.73	0.00
	<b>ACTIVITY TOTAL</b>	<u>46,252.73</u>	<u>0.00</u>
<u>AL1930</u>	<u>JUDGMENTS &amp; SETTLEMENTS</u>		
453	JUDGMENTS & SETTLEMENTS	0.00	5,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>5,000.00</u>
<u>F1930</u>	<u>JUDGMENTS &amp; SETTLEMENTS</u>		
453	JUDGMENTS & SETTLEMENTS	0.00	5,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>5,000.00</u>
<u>G1930</u>	<u>JUDGMENTS &amp; SETTLEMENTS</u>		
453	JUDGMENTS & SETTLEMENTS	0.00	25,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>25,000.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>46,252.73</u>	<u>35,000.00</u>

CITY OF AUBURN

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A1990</u>	<u>CONTINGENCY</u>		
455	CONTINGENY	0.00	100,000.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>100,000.00</u>
<u>AL1990</u>	<u>CONTINGENCY</u>		
455	CONTINGENY	0.00	20,000.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>20,000.00</u>
<u>E1990</u>	<u>CONTINGENCY</u>		
455	CONTINGENY	0.00	163,766.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>163,766.00</u>
<u>F1990</u>	<u>CONTINGENCY</u>		
455	CONTINGENY	0.00	173,306.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>173,306.00</u>
<u>G1990</u>	<u>CONTINGENCY</u>		
455	CONTINGENY	0.00	46,700.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>46,700.00</u>
<b>DEPARTMENT TOTAL</b>		<u>0.00</u>	<u>503,772.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A6410</u>	<u>CITY BEAUTIFICATION</u>		
414	AUBURN BEAUTIFICATION COMM	15,000.00	10,000.00
458	DOWNTOWN BEAUTIFICATION	40,000.00	40,000.00
	<b>ACTIVITY TOTAL</b>	<u>55,000.00</u>	<u>50,000.00</u>
<u>A7030</u>	<u>ARTS &amp; CULTURAL ORGANIZATIO</u>		
417	HUMAN RIGHT COMMISSION-GRA	14,250.00	9,250.00
443	HISTORIC SITES/TOURISM	40,000.00	20,000.00
	<b>ACTIVITY TOTAL</b>	<u>54,250.00</u>	<u>29,250.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>109,250.00</u>	<u>79,250.00</u>

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A9010</u> <u>RETIREMENT - GENERAL</u>		
801     RETIREMENT-GENERAL	731,732.23	880,000.00
<b>ACTIVITY TOTAL</b>	<b>731,732.23</b>	<b>880,000.00</b>
<u>A9015</u> <u>RETIREMENT - POLICE &amp; FIRE</u>		
802     RETIREMENT POLICE	1,390,089.90	1,500,000.00
803     RETIREMENT FIRE	1,400,463.70	1,500,000.00
<b>ACTIVITY TOTAL</b>	<b>2,790,553.60</b>	<b>3,000,000.00</b>
<u>AL9010</u> <u>RETIREMENT - GENERAL</u>		
801     RETIREMENT-GENERAL	71,812.87	150,000.00
<b>ACTIVITY TOTAL</b>	<b>71,812.87</b>	<b>150,000.00</b>
<u>F9010</u> <u>RETIREMENT - GENERAL</u>		
801     RETIREMENT-GENERAL	123,845.38	243,000.00
<b>ACTIVITY TOTAL</b>	<b>123,845.38</b>	<b>243,000.00</b>
<u>G9010</u> <u>RETIREMENT - GENERAL</u>		
801     RETIREMENT-GENERAL	220,677.92	327,000.00
<b>ACTIVITY TOTAL</b>	<b>220,677.92</b>	<b>327,000.00</b>
<b>DEPARTMENT TOTAL</b>	<b>3,938,622.00</b>	<b>4,600,000.00</b>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A1911</u>	<u>UNALLOCATED SALARIES</u>		
100	UNALLOCATED SALARIES	368,896.14	100,000.00
	<b>ACTIVITY TOTAL</b>	<u>368,896.14</u>	<u>100,000.00</u>
<u>AL1911</u>	<u>UNALLOCATED SALARIES</u>		
100	UNALLOCATED SALARIES	86,146.27	20,000.00
	<b>ACTIVITY TOTAL</b>	<u>86,146.27</u>	<u>20,000.00</u>
<u>F1911</u>	<u>UNALLOCATED SALARIES</u>		
100	UNALLOCATED SALARIES	24,027.75	10,000.00
	<b>ACTIVITY TOTAL</b>	<u>24,027.75</u>	<u>10,000.00</u>
<u>G1911</u>	<u>UNALLOCATED SALARIES</u>		
100	UNALLOCATED SALARIES	25,964.05	15,000.00
	<b>ACTIVITY TOTAL</b>	<u>25,964.05</u>	<u>15,000.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>505,034.21</u>	<u>145,000.00</u>

CITY OF AUBURN

	<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A9030</u> <u>SOCIAL SECURITY &amp; MEDICARE</u>		
811      SOCIAL SECURITY & MEDICARE	1,129,270.87	1,150,000.00
<b>ACTIVITY TOTAL</b>	<u>1,129,270.87</u>	<u>1,150,000.00</u>
<u>AL9030</u> <u>SOCIAL SECURITY &amp; MEDICARE</u>		
811      SOCIAL SECURITY & MEDICARE	40,328.63	45,300.00
<b>ACTIVITY TOTAL</b>	<u>40,328.63</u>	<u>45,300.00</u>
<u>F9030</u> <u>SOCIAL SECURITY &amp; MEDICARE</u>		
811      SOCIAL SECURITY & MEDICARE	69,866.17	74,200.00
<b>ACTIVITY TOTAL</b>	<u>69,866.17</u>	<u>74,200.00</u>
<u>G9030</u> <u>SOCIAL SECURITY &amp; MEDICARE</u>		
811      SOCIAL SECURITY & MEDICARE	82,106.48	100,000.00
<b>ACTIVITY TOTAL</b>	<u>82,106.48</u>	<u>100,000.00</u>
<b>DEPARTMENT TOTAL</b>	<u>1,321,572.15</u>	<u>1,369,500.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A9040</u>	<u>WORKER'S COMPENSATION</u>		
821	WORKERS' COMP-PREMIUM	246,113.47	0.00
823	WORKERS' CPMPEMENSATION-POLI	11,110.01	0.00
824	WORKERS' COMPENSATION-FIRE	9,335.15	330,000.00
	<b>ACTIVITY TOTAL</b>	<u>266,558.63</u>	<u>330,000.00</u>
<u>A9085</u>	<u>SUPP BENEFITS-DISABLED FIRE</u>		
800	SUPPLEMENTAL BEN-DISABL FIR	0.00	36,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>36,000.00</u>
<u>AL9040</u>	<u>WORKER'S COMPENSATION</u>		
821	WORKERS' COMP-PREMIUM	70,112.85	72,500.00
	<b>ACTIVITY TOTAL</b>	<u>70,112.85</u>	<u>72,500.00</u>
<u>F9040</u>	<u>WORKER'S COMPENSATION</u>		
821	WORKERS' COMP-PREMIUM	38,123.49	39,000.00
	<b>ACTIVITY TOTAL</b>	<u>38,123.49</u>	<u>39,000.00</u>
<u>G9040</u>	<u>WORKER'S COMPENSATION</u>		
821	WORKERS' COMP-PREMIUM	63,831.44	65,000.00
	<b>ACTIVITY TOTAL</b>	<u>63,831.44</u>	<u>65,000.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>438,626.41</u>	<u>542,500.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A9050</u>	<u>UNEMPLOYMENT INSURANCE</u>		
831	UNEMPLOYMENT INSURANCE	51,569.05	50,000.00
	<b>ACTIVITY TOTAL</b>	<u>51,569.05</u>	<u>50,000.00</u>
<u>AL9050</u>	<u>UNEMPLOYMENT INSURANCE</u>		
831	UNEMPLOYMENT INSURANCE	0.00	5,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>5,000.00</u>
<u>F9050</u>	<u>UNEMPLOYMENT INSURANCE</u>		
831	UNEMPLOYMENT INSURANCE	0.00	5,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>5,000.00</u>
<u>G9050</u>	<u>UNEMPLOYMENT INSURANCE</u>		
	<b>DEPARTMENT TOTAL</b>	<u>51,569.05</u>	<u>60,000.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A9060</u>	<u>HEALTH &amp; DENTAL INSURANCE</u>		
841	HEALTH INSURANCE	4,407,693.67	5,200,000.00
842	DENTAL INSURANCE	178,380.47	200,000.00
843	VISION COVERAGE-POLICE	5,026.56	0.00
844	VISION COVERAGE-FIRE	2,815.23	0.00
845	VISION COVERAGE-CSEA	24,617.22	44,500.00
	<b>ACTIVITY TOTAL</b>	<u>4,618,533.15</u>	<u>5,444,500.00</u>
<u>AL9060</u>	<u>HEALTH &amp; DENTAL INSURANCE</u>		
841	HEALTH INSURANCE	96,101.76	133,000.00
842	DENTAL INSURANCE	10,473.56	0.00
845	VISION COVERAGE-CSEA	2,184.08	3,100.00
	<b>ACTIVITY TOTAL</b>	<u>108,759.40</u>	<u>136,100.00</u>
<u>F9060</u>	<u>HEALTH &amp; DENTAL INSURANCE</u>		
841	HEALTH INSURANCE	164,230.31	167,000.00
842	DENTAL INSURANCE	14,672.00	14,800.00
845	VISION COVERAGE-CSEA	2,584.08	4,150.00
	<b>ACTIVITY TOTAL</b>	<u>181,486.39</u>	<u>185,950.00</u>
<u>G9060</u>	<u>HEALTH &amp; DENTAL INSURANCE</u>		
841	HEALTH INSURANCE	268,538.83	248,000.00
842	DENTAL INSURANCE	21,043.84	23,500.00
845	VISION COVERAGE-CSEA	3,066.56	6,600.00
	<b>ACTIVITY TOTAL</b>	<u>292,649.23</u>	<u>278,100.00</u>
	<b>DEPARTMENT TOTAL</b>	<u>5,201,428.17</u>	<u>6,044,650.00</u>

CITY OF AUBURN

		2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
<u>A9512</u>	<u>TRANS TO OTHER FUND-WATER</u>		
908	TRANSFER TO OTHER FNDS-WAT	5,000.00	5,000.00
<b>ACTIVITY TOTAL</b>		<u>5,000.00</u>	<u>5,000.00</u>
<u>A9520</u>	<u>CAPITAL RESERVES</u>		
<u>A9812</u>	<u>TRANSFERS TO OTHER FUNDS</u>		
901	TRANS OTHER/FNDS/SOL WSTE/D	453,671.51	525,000.00
904	TRANSFER OTHER FUNDS-CAPIT	799.00	0.00
918	TRANSFER TO POWER UTILITY F	2,500,000.00	800,000.00
<b>ACTIVITY TOTAL</b>		<u>2,954,470.51</u>	<u>1,325,000.00</u>
<u>AL9510</u>	<u>TRANSFERS TO OTHER FUNDS</u>		
905	TRNS OTH FND-GEN FND ADMN C	195,000.00	150,000.00
906	TRNS/OTH-GEN/FND RETURN/INV	375,000.00	350,000.00
<b>ACTIVITY TOTAL</b>		<u>570,000.00</u>	<u>500,000.00</u>
<u>AL9812</u>	<u>TRANSFERS TO OTHER FUNDS</u>		
913	TRANS TO OTHER FUNDS/LEACH	110,000.00	110,000.00
<b>ACTIVITY TOTAL</b>		<u>110,000.00</u>	<u>110,000.00</u>
<u>E9510</u>	<u>TRANSFERS TO OTHER FUNDS</u>		
905	TRNS OTH FND-GEN FND ADMN C	0.00	100,000.00
906	TRNS/OTH-GEN/FND RETURN/INV	0.00	135,000.00
<b>ACTIVITY TOTAL</b>		<u>0.00</u>	<u>235,000.00</u>
<u>F9510</u>	<u>TRANSFERS TO OTHER FUNDS</u>		
905	TRNS OTH FND-GEN FND ADMN C	150,000.00	150,000.00
906	TRNS/OTH-GEN/FND RETURN/INV	345,000.00	350,000.00
<b>ACTIVITY TOTAL</b>		<u>495,000.00</u>	<u>500,000.00</u>
<u>F9520</u>	<u>CAPITAL RESERVES</u>		
911	METER REPLACEMENT RESERVE	0.00	22,000.00

**CITY OF AUBURN**

	<b>2012-2013 Actual Expenditure</b>	<b>2013-2014 Adopted Budget</b>
917 CAPITAL RESERVE	0.00	164,000.00
<b>ACTIVITY TOTAL</b>	0.00	186,000.00
<u>G9510 TRANSFERS TO OTHER FUNDS</u>		
905 TRNS OTH FND-GEN FND ADMN C	235,000.00	315,000.00
906 TRNS/OTH-GEN/FND RETURN/INV	565,000.00	430,000.00
907 TRNS OTH FNDS-ASHE/SLUDGE D	0.00	15,000.00
<b>ACTIVITY TOTAL</b>	800,000.00	760,000.00
<u>G9512 TRANSFERS TO OTHER FUNDS</u>		
908 TRANSFER TO OTHER FNDS-WAT	60,000.00	110,000.00
<b>ACTIVITY TOTAL</b>	60,000.00	110,000.00
<u>G9812 TRANSFERS TO OTHER FUNDS</u>		
<b>DEPARTMENT TOTAL</b>	4,994,470.51	3,731,000.00

CITY OF AUBURN

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>A9710 DEBT SERVICE</u>			
690	PRINCIPAL	1,529,855.56	1,717,500.00
790	INTEREST	305,324.28	285,000.00
	<b>ACTIVITY TOTAL</b>	<u>1,835,179.84</u>	<u>2,002,500.00</u>
 <u>A9730 BOND ANTICIPATION NOTES</u>			
690	PRINCIPAL	0.00	600,000.00
790	INTEREST	195,718.11	140,000.00
	<b>ACTIVITY TOTAL</b>	<u>195,718.11</u>	<u>740,000.00</u>
 <u>A9785 INSTALLMENT PURCHASES</u>			
690	PRINCIPAL	178,804.77	47,000.00
790	INTEREST	28,536.07	19,000.00
	<b>ACTIVITY TOTAL</b>	<u>207,340.84</u>	<u>66,000.00</u>
 <u>AL1988 BAD DEBT EXPENSE</u>			
502	BAD DEBT EXPENSE	106,968.90	30,000.00
	<b>ACTIVITY TOTAL</b>	<u>106,968.90</u>	<u>30,000.00</u>
 <u>AL1994 DEPRECIATION EXPENSE</u>			
501	DEPRECIATION EXPENSE	937,539.02	900,000.00
	<b>ACTIVITY TOTAL</b>	<u>937,539.02</u>	<u>900,000.00</u>
 <u>AL9710 DEBT SERVICE</u>			
790	INTEREST	173,157.19	183,500.00
895	SERIAL BONDS-DEBT ADMINISTR	4,549.00	3,300.00
	<b>ACTIVITY TOTAL</b>	<u>177,706.19</u>	<u>186,800.00</u>
 <u>AL9730 BOND ANTICIPATION NOTES</u>			
<u>E1994 DEPRECIATION EXPENSE</u>			
501	DEPRECIATION EXPENSE	89,472.66	90,000.00
	<b>ACTIVITY TOTAL</b>	<u>89,472.66</u>	<u>90,000.00</u>

CITY OF AUBURN

		<u>2012-2013</u> <u>Actual</u> <u>Expenditure</u>	<u>2013-2014</u> <u>Adopted</u> <u>Budget</u>
<u>E1995</u>	<u>AMORTIZATION EXPENSE</u>		
504	AMORTIZATION EXPENSE	170,524.87	180,000.00
	<b>ACTIVITY TOTAL</b>	<u>170,524.87</u>	<u>180,000.00</u>
<u>E9710</u>	<u>DEBT SERVICE</u>		
790	INTEREST	25,893.72	20,000.00
	<b>ACTIVITY TOTAL</b>	<u>25,893.72</u>	<u>20,000.00</u>
<u>E9730</u>	<u>BOND ANTICIPATION NOTES</u>		
790	INTEREST	0.00	10,000.00
	<b>ACTIVITY TOTAL</b>	<u>0.00</u>	<u>10,000.00</u>
<u>F9710</u>	<u>DEBT SERVICE</u>		
690	PRINCIPAL	228,993.81	280,000.00
790	INTEREST	67,834.96	110,000.00
895	SERIAL BONDS-DEBT ADMINISTR	1,765.00	3,000.00
	<b>ACTIVITY TOTAL</b>	<u>298,593.77</u>	<u>393,000.00</u>
<u>F9730</u>	<u>BOND ANTICIPATION NOTES</u>		
690	PRINCIPAL	0.00	30,000.00
790	INTEREST	1,389.90	10,000.00
	<b>ACTIVITY TOTAL</b>	<u>1,389.90</u>	<u>40,000.00</u>
<u>G9710</u>	<u>DEBT SERVICE</u>		
690	PRINCIPAL	1,991,872.88	1,900,000.00
790	INTEREST	577,364.91	800,000.00
895	SERIAL BONDS-DEBT ADMINISTR	43,121.00	24,000.00
	<b>ACTIVITY TOTAL</b>	<u>2,612,358.79</u>	<u>2,724,000.00</u>
<u>G9730</u>	<u>BOND ANTICIPATION NOTES</u>		
690	PRINCIPAL .	0.00	15,000.00

CITY OF AUBURN

	2012-2013 Actual <u>Expenditure</u>	2013-2014 Adopted <u>Budget</u>
790 INTEREST	4,588.37	40,000.00
ACTIVITY TOTAL	<u>4,588.37</u>	<u>55,000.00</u>
DEPARTMENT TOTAL	<u>6,663,274.98</u>	<u>7,437,300.00</u>

# MANAGEMENT SALARY SCHEDULE

Tier I (Hired Prior to 7/26/07)

7/1/12 – 6/30/13

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
<b><u>Elected Officials</u></b>					
Mayor	11816				
Councilor	9845				
<b><u>Department Heads</u></b>					
Comptroller	88014	91532	95024	98673	102486
Police Chief	80016	82851	86038	89584	93534
Fire Chief	80016	82851	86038	89584	93116
Superintendent of Public Works	78869	81703	84890	88435	91968
Superintendent of Engineering Svcs	78869	81703	84890	88435	91968
Director of Planning & Econ Devel	78869	81703	84890	88435	91968
<b><u>Management &amp; Professional Staff</u></b>					
Deputy Police Chief	69270	71585	74057	77604	82020
City Clerk	48865	51185	53587	56127	58800
<b><u>Management Support Staff</u></b>					
Secretary to Dir of Planning/Ec Dev	36253	37081	38029	38978	39915

Note: Schedule remains same as prior years budget.

## MANAGEMENT SALARY SCHEDULE

Tier II (Hired After to 7/26/07)

7/1/12 – 6/30/13

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>
<u>Elected Officials</u>						
Mayor	11816					
Councilor	9845					
<u>Department Heads</u>						
Corporation Counsel	90535	93703	96983	100377	103890	107527
Comptroller	70699	73614	76223	79155	82417	85666
Police Chief	70670	73614	76223	79155	82417	85667
Fire Chief	70670	73614	76223	79155	82417	85667
Superintendent of Public Works	69657	72559	75168	78099	81360	84611
Superintendent of Engineering Svcs	69657	72559	75168	78099	81360	84611
Director of Planning & Econ Devel	69657	72559	75168	78099	81360	84611
Director of Municipal Utilities	69657	72559	75168	78099	81360	84611
Director of Human Resources	66416	69183	71586	74226	77542	80710
<u>Management &amp; Professional Staff</u>						
Deputy Police Chief	60174	65806	68005	70353	73724	76810
Director of Capital Projects & Grants	63174	65806	68005	70353	73724	76810
City Clerk	43158	44956	47090	49300	51637	54096
<u>Management Support Staff</u>						
Secretary to the City Manager	46037	47955	49491	51355	53247	55132
Secretary to Corporation Counsel	38154	39742	40913	42093	43287	44909
Civil Service Clerk	37220	38771	39747	40718	41681	43134
Secretary to the Mayor	34802	36252	37081	38028	38978	39914
Secretary to Dir of Planning/Ec Dev	34802	36252	37081	38028	38978	39914

Note: Schedule remains same as prior years budget.

## CSEA PROFESSIONAL UNION SCHEDULE

**7/1/13 – 6/30/14**

2.75% Increase		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>
<u>Grade</u>	<u>Position</u>								
21	Treasurer	58244	61156	64214	67425	70257	72621	76006	79105
21	Assessor	58244	61156	64214	67425	70257	72621	76006	79105
19	Assistant Civil Engineer	57542	60419	63440	66612	68478	70395	72367	74392
17	Planning & Econ Dev Prog Mgr	57028	59880	62874	66017	68799	71353	74176	76987
15	Water/Sewer Supervisor	53493	56168	58977	61925	64821	67724	70360	73283
15	Sanitation Supervisor	53493	56168	58977	61925	64821	67724	70360	73283
15	Parking Garage Supervisor	42786	44925	47171	49530	50917	52340	53808	55312
13	Junior Engineer	53205	55865	58659	61592	63318	65091	66912	68785
11	Senior Planner	48705	51141	53698	56383	57961	59583	61254	62967
9	Senior Code Enforcemt Officer	47511	49886	52381	55000	56539	58126	59753	61425
9	Chief-Water Trtmt Plant Oper	47511	49886	52381	55000	56539	58126	59753	61425
9	Chief-Wastewtr Trtmt Plant Op	47511	49886	52381	55000	56539	58126	59753	61425
5	Deputy City Clerk	34413	36134	37941	39838	40840	41838	42827	44321
5	Secretary Planning/Econ Dev	34413	36134	37941	39838	40840	41838	42827	44321

APPENDIX C

35-Hour Week Salary Schedule

CSEA Salary Schedule  
July 1, 2013 - June 30, 2014  
3% Increase

Salary Grade Classification	A	B	C	D	E	F	G	H	I	J	K
1	24354	25572	26851	28193	29793	31488	32367	33275	34208	35165	36149
2	24987	26236	27548	28925	30569	32301	33207	34134	35091	36078	37084
3	25624	26905	28260	29662	31348	33126	34053	35009	35987	36995	38031
4	26260	27573	28952	30400	32127	33950	34899	35877	36881	37915	38975
5 Motor Vehicle Operator	26990	28339	29756	31244	33021	34895	35873	36875	37910	38969	40062
5A Clerk	26990	28339	29756	31244	33021	34895	35873	36875	37910	38968	40062
6A Keyboard Specialist	27719	29106	30561	32089	33910	35837	36842	37872	38934	40022	41141
7	28441	29863	31356	32924	34793	36770	37799	38855	39943	41063	42213
8 Records Retention Clerk	29543	31020	32571	34200	36142	38195	39264	40362	41494	42658	43849
9A Senior Clerk	29823	31100	32661	34286	36226	38294	39370	40468	41608	42767	43970
9A Senior Keyboard Specialist	29823	31100	32661	34286	36226	38294	39370	40468	41608	42767	43970
9 Account Clerk	30261	31774	33362	35030	37021	39125	40219	41345	42502	43693	44918
9 Administrative Assistant	30261	31774	33362	35030	37021	39125	40219	41345	42502	43693	44918
9 Cashier	30261	31774	33362	35030	37021	39125	40219	41345	42502	43693	44918
10 RSPV Coordinator	31082	32636	34268	35981	38026	40185	41310	42467	43657	44879	46135
10 Acct Clerk/Keyboard Specialist	31082	32636	34268	35981	38026	40185	41310	42467	43657	44879	46135
10A Secretary	31082	32636	34268	35981	38026	40185	41310	42467	43657	44879	46135
11 Engineering Helper	31999	33599	35279	37043	39148	41369	42528	43719	44943	46200	47495
12	33087	34742	36470	38303	40475	42774	43972	45202	46470	47770	49107
13 Registrar/Vital Statistics	34136	35843	37635	39517	41760	44130	45385	46638	47942	49287	50666
13 Sr. Acct. Clerk	34136	35843	37635	39517	41760	44130	45385	46638	47942	49287	50666
13 Purchasing Assistant	34136	35843	37635	39517	41760	44130	45385	46638	47942	49287	50666
13 Planning Assistant	34136	35843	37635	39517	41760	44130	45385	46638	47942	49287	50666
14 Engineering Tech	35336	37103	38958	40906	43230	45685	46964	48278	49630	51021	52450
14 Sr. Acct. Clerk/Keyboard Spec	35336	37103	38958	40906	43230	45685	46964	48278	49630	51021	52450
14 Sr. Payroll Clerk	35336	37103	38958	40906	43230	45685	46964	48278	49630	51021	52450
15 Code Enforcement Officer	36589	38398	40318	42334	44738	47278	48601	49982	51380	52800	54278
16 Sr. Engineering Technician	37814	39705	41690	43775	46259	48886	50255	51662	53109	54597	56126
16 Office Systems & Training Coord.	37814	39705	41690	43775	46259	48886	50255	51662	53109	54597	56126
16 Legal Assistant	37814	39705	41690	43775	46259	48886	50255	51662	53109	54597	56126
17 Planner	39325	41291	43358	45523	48107	50840	52262	53725	55232	56777	58367
17 Plumbing Inspector	39325	41291	43358	45523	48107	50840	52262	53725	55232	56777	58367
18 Personnel Tech	40858	42899	45044	47298	49980	52820	54299	55819	57383	58991	60640
19 Real Property Appraiser	42381	44500	46725	49061	51849	54793	56326	57903	59523	61192	62904
20 Senior Planner	43912	46107	48413	50833	53718	56768	58357	59991	61689	63399	65172
21	45937	48234	50645	53178	56197	59390	61051	62763	64519	66324	68181
22 Junior Engineer	47985	50384	52882	55526	58682	62012	63749	65536	67369	69255	71194
23	49825	52318	54932	57679	60956	64416	66220	68074	69981	71941	73957
24 Asst Civil Engineer	51877	54471	57194	60054	63463	67088	68944	70877	72860	74901	76997
25	53888	56591	59421	62392	65935	69979	71630	73635	75696	77818	79997
26	56274	59087	62042	65144	68843	72752	74789	76883	79033	81249	83523
27	58819	61549	64627	67858	71712	75794	77906	80088	82328	84633	87005
28	60981	64009	67209	70570	74577	78812	81017	83288	85619	88015	90481
29	63305	66470	69793	73283	77445	81842	84135	86490	88913	91400	93982
30	65942	69239	72701	76336	80873	85252	87638	90091	92615	95200	97875

APPENDIX C

40-Hour Salary Schedule

CSEA Salary Schedule  
July 1, 2013 - June 30, 2014  
3% Increase

Salary Grade Classification	A	B	C	D	E	F	G	H	I	J	K
1	25120	26376	27694	29070	30732	32477	33387	34321	35280	36269	37284
2	25752	27039	28391	29811	31504	33292	34227	35184	36169	37183	38222
3	26386	27706	29091	30546	32278	34111	35067	36047	37057	38095	39161
4	27027	28378	29797	31287	33064	34943	35919	36926	37960	39021	40115
5 Custodial Worker	27759	29147	30605	32135	33958	35887	36890	37926	38986	40076	41199
6	28485	29909	31405	32975	34845	36825	37856	38914	40007	41126	42277
7	29201	30661	32194	33804	35723	37752	38809	39895	41012	42161	43342
8B Clerk (40 hours)	30840	32383	33999	35710	37737	39883	40992	42149	43331	44537	45790
9 Sr Cit/Spec Events Coord	30310	31825	33416	35087	37090	39186	40284	41411	42570	43762	44989
10 Laborer	31028	32580	34209	35919	37958	40115	41240	42394	43581	44798	46054
11 Custodian	31684	33276	34915	36676	38750	40968	42101	43283	44488	45743	47020
12 Keyboard Specialist (40 hours)	31851	33443	35115	36871	38964	41178	42331	43515	44733	45985	47272
13 Parking Meter Attendant	31851	33443	35115	36871	38964	41178	42331	43515	44733	45985	47272
14 Parking Fee Collector	31851	33443	35115	36871	38964	41178	42331	43515	44733	45985	47272
15 Wastewater Trtmt Plant Attend	32763	34401	36121	37927	40080	42357	43544	44763	46015	47305	48628
16 Water Plant Attend	32763	34401	36121	37927	40080	42357	43544	44763	46015	47305	48628
17 Water Meter Reader	32763	34401	36121	37927	40080	42357	43544	44763	46015	47305	48628
18 Water Maint Worker	33849	35542	37319	39185	41143	43762	44989	46247	47542	48875	50240
19 Sewer Maint Worker	33849	35542	37319	39185	41143	43762	44989	46247	47542	48875	50240
20 Recreation Maint Worker	33849	35542	37319	39185	41143	43762	44989	46247	47542	48875	50240
21 Sr. Keyboard Specialist (40 hours)	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
22 Account Clerk (40 hours)	34578	36314	38123	40027	42318	44704	45959	47261	48563	49938	51396
23 Motor Equipment Oper Gr. 1	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
24 Building Maint Mechanic	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
25 WWTP Operator Trainee	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
26 Wtr Trtment Plant Oper Trainee	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
27 Senior Clerk (40 hours)	33849	35541	37318	39184	41143	43762	44989	46247	47542	48875	50240
28 Secretary (40 hours)	35518	37303	39159	41112	43452	45935	47213	48539	49889	51269	52735
29 Laboratory Tech	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
30 Head Custodian	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
31 Water Meter Repair Worker	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
32 Weigh Scale Operator	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
33 Parking Meter Repair Worker	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
34 Mtr Equip Oper (Sanitation)-Gr 2	34897	36641	38473	40397	42691	45117	46378	47676	49013	50386	51796
35 Heavy Equip Oper-Gr 1	36098	37903	39798	41788	44161	46669	47977	49319	50700	52119	53577
36 Sewer Inspector	36098	37903	39798	41788	44161	46669	47977	49319	50700	52119	53577
37 Wastewater Trtmt Plant Oper	36098	37903	39798	41788	44161	46669	47977	49319	50700	52119	53577
38 Wtr Trtmt Plant Oper	36098	37903	39798	41788	44161	46669	47977	49319	50700	52119	53577
39 Dog Control Officer	37338	39205	41165	43224	45679	48271	49623	51013	52440	53908	55418
40 Tree Trimmer	37338	39205	41165	43224	45679	48271	49623	51013	52440	53908	55418
41 Sign Maintenance Worker	37338	39205	41165	43224	45679	48271	49623	51013	52440	53908	55418
42 Automotive Mechanic	37338	39205	41165	43224	45679	48271	49623	51013	52440	53908	55418
43 Labor Foreperson	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
44 Mason	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
45 Wtr Maint Svc Worker	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
46 Parking Garage Supervisor	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
47 Landfill Operator	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
48 Water Distribution Crew Chief	38574	40502	42527	44654	47188	49868	51264	52700	54173	55692	57249
49 Head Automotive Mechanic	40091	42096	44201	46411	49045	51830	53282	54775	56309	57884	59506
50 Sanitation Foreperson	40091	42096	44201	46411	49045	51830	53282	54775	56309	57884	59506
51 Water Meter Service Worker	40091	42096	44201	46411	49045	51830	53282	54775	56309	57884	59506
52 Maintenance Mechanic (Water)	41619	43700	45885	48180	50916	53806	55314	56862	58454	60091	61773
53 Sr Bldg Maint Mech	43149	45306	47572	49950	52785	55781	57344	58949	60601	62299	64042
54 Director of Recreation	43149	45306	47572	49950	52785	55781	57344	58949	60601	62299	64042
55 Supervisor Wtr Trtment Oper	43148	45306	47571	49950	52785	55781	57343	58949	60601	62298	64042
56 Supervisor WasteWtr Trtmt Oper	43148	45306	47571	49950	52785	55781	57343	58949	60601	62298	64042
57	44679	46913	49259	51722	54659	57762	59380	61043	62751	64508	66315
58 Signal Electrician	46701	49036	51488	54062	57133	60375	62686	63804	65922	67429	69315
59 Industrial Pretreatment Coord	48737	51173	53732	56419	59223	63006	64773	66585	68448	70367	72338
60	50593	53122	55778	58567	61892	65407	67238	69121	71055	73047	75093
61	52640	55272	58035	60937	64397	68053	69961	71918	73931	76003	78128
62	54659	57392	60262	63276	66868	70664	72646	74679	76770	78918	81129
63	57046	59898	62893	66038	69788	73749	75816	77938	80120	82363	84671
64	59384	62353	65471	68744	72650	76775	78922	81134	83405	85741	88141
65	61728	64813	68053	71458	75514	79800	82035	84332	86694	89121	91615
66	64070	67273	70637	74169	78381	82832	85151	87536	89987	92505	95097
67	66710	70045	73548	77225	81163	86245	88680	91143	93694	96317	99014

Fire and Police Salary Schedule

	A	B	C	D	E	F
Firefighter	40927	44197	47736	51554	55677	60255
Lieutenant			60255	61750	63254	64978
Captain			63254	64759	66259	68652
Asst. Fire Chief	68459	70786	73270	76835	80100	

	Probationary	A	B	C	D	E
Police Officer	44123	47525	51206	55176	59423	64226
Detective			59375	60620	62677	67862
Sergeant			60912	62593	64619	69784
Lieutenant			63118	64526	66578	72020
Captain			64821	66459	68539	74250

CITY OF AUBURN  
**CONSOLIDATED FEE SCHEDULE**

July 1, 2013 - June 30, 2014

ADOPTED JUNE 27, 2013

# CITY OF AUBURN FEES

A

## CITY CLERK FEES

	<b>Effective</b>
	<b><u>7/1/13</u></b>
Certified Birth Certificate	\$10.00
Certified Death Certificate	\$10.00
Certified Marriage Certificate	\$10.00
Genealogy Search	\$22.00
City Street Maps	\$1.00
FOIL - per page	\$0.25
Fire Prevention License	
Marriage License	\$40.00
Dog Fine - 1st offense @barking, at large, unidentified, unlicensed & impoundment	\$25.00
Dog Fine - 2nd offense @barking, at large, unidentified, unlicensed & impoundment	\$50.00
Dog Fine - 3rd offense @barking, at large, unidentified, unlicensed & impoundment	\$100.00
Dog Fine - Board Per Day	\$14.00
Dog License (spayed or neutered dog)	\$10.00
Dog License (unspayed or unneutered dog)	\$20.00
Replacement Dog Tag	\$3.00

# CITY OF AUBURN FEES

B

## CIVIL SERVICE FEES

	<b>Effective</b>
	<b><u>7/1/13</u></b>
General Exam Fee	\$15.00
Police & Fire Exams	\$25.00

1/2 OF ALL EXAM FEES COLLECTED ARE SUBMITTED TO NYS

WAIVER ADOPTED 10/15/06 BY THE STATE ON NY CIVIL SERVICE  
Civil Service Law Section 50.5(b)...fees shall be waived for candidates who certify  
to the state civil service department, a municipal commission or regional commission  
that they are unemployed and primarily responsible for the support of a household,  
or are receiving public assistance.

\* Fee Set by Local Civil Service Commission. We are at the NYS recommended max.

CITY OF AUBURN FEES

C

PLANNING FEES

	<u>Effective 7/1/13</u>
All CDBG Programs	\$150.00
Small Business Assistance Program	\$50.00

CITY OF AUBURN FEES

D

PUBLIC WORKS FEES

Effective  
7/1/13

RECREATION

CASEY PARK

Picnic Shelter A	\$75.00 per day
Picnic Shelter B	\$65.00 per day
Soccer Fields:	
Daily Rental	\$75.00 per day
Fingerlakes Minor Soccer League	\$300.00 per year
Softball Fields	\$250.00 per day for both fields
Lacrosse Field/Arena Rental	\$25.00 per hour
Arena Rental (Ice Rental)	\$125.00 per hour
Skate Sharpening Room Rental	\$45.00 per month

Pool:

Child Resident Daily Fee	\$2.00
Child Nonresident Daily Fee	\$3.00
Adult Resident Daily Fee	\$2.00
Adult Nonresident Daily Fee	\$5.50
Individual Season Pass - Resident	\$35.00
Individual Season Pass - Nonresident	\$50.00
Family Season Pass - Resident	\$50.00
Family Season Pass - Nonresident	\$90.00

Rink:

Child Resident Daily Fee	\$2.00
Child Nonresident Daily Fee	\$3.75
Adult Resident Daily Fee	\$2.00
Adult Nonresident Daily Fee	\$5.75
Skate/Helmet Rental	\$2.00
Individual Season Pass - Resident	\$35.00
Individual Season Pass - Nonresident	\$50.00
Family Season Pass - Resident	\$50.00
Family Season Pass - Nonresident	\$90.00
Skating Lessons - Residents	\$30.00 per session
Skating Lessons - Nonresidents	\$35.00 per session

CLIFFORD FIELD

Clubhouse Rental	\$100.00 per day
Field Rental	\$250.00 per day for both fields

HOOPES PARK

Clubhouse Rental	\$150.00 per hour
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Showmobile	\$350.00 per day \$650.00 per day if O.T.
Sound System	\$150.00 per day

Basketball: Entry Fee

Noncity Resident	\$25.00 per player
Noncounty Resident	\$50.00 per player
Forfeit Fee - returned if they do not forfeit	\$48.00 per team
Re-entry Fee	\$50.00

Coed Softb Entry Fee

Nonresident Fee	\$85.00 per team \$5.00 per player
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Softball: Entry Fee	
A Slow & B Slow Pitch Major	\$200.00
B Slow Pitch & Over 40	\$200.00
Women's Slow Pitch	\$200.00
Noncity Resident Fee	\$30.00
Noncounty Resident Fee	\$60.00
Forfeit Fee - returned if they do not forfeit	\$56.00
Re-entry Fee	\$40.00

SOULE CEMETERY

Burials: Cremation Grave	\$250.00
Grave Openings	\$500.00
Baby Burials	\$250.00
Weekends & Holidays	\$675.00
Cremation Openings	\$250.00
Cremation Weekends & Holidays	\$325.00
Lots: Adults	\$500.00
Baby	\$150.00

Genealogy \$20.00 per hour

Foundation All grass markers up to 2-0 x 1-0	\$75.00
Veteran Marker Foundations	\$75.00
2-0 x 1-0	\$75.00
2-6 x 1-0	\$90.00
2-6 x 2-0	\$105.00
3-0 x 1-0	\$108.00
3-0 x 1-2	\$126.00
3-0 x 1-4	\$144.00
3-2 x 1-0	\$114.00
3-6 x 1-0	\$126.00
3-6 x 1-2	\$147.00
3-6 x 1-4	168.00
4-0 x 1-0	\$144.00

RSVP

Cayuga County Office for the Aging - Newsletter \$1,500.00

BANNERS \$50.00

REFUSE COLLECTION FEE

Not-for-Profit Entities/Churches	\$30.00 per month
Government Buildings: Up to 3,500 sq. ft.	\$30.00 per month
Greater than 3,500 sq. ft.	\$40.00 per month

plus \$15 for each add'l 10,000 sq ft

CITY OF AUBURN FEES

F

POLICE DEPT FEES

	<u>Effective</u>	
	<u>7/1/13</u>	
Local Background Checks	\$15.00	
All Reports & Faxing	\$0.25	per page
Fingerprints	\$20.00	
Photo I.D.	\$30.00	
New Taxi License	\$45.00	
Taxi Renewal	\$30.00	
Replacement Taxi License	\$20.00	
Photos (CD Only)	\$40.00	

Cash or personal checks only. No Credit Cards accepted.

# CITY OF AUBURN FEES

G

## SEWAGE TREATMENT FEES

	<u>Effective</u> <u>7/1/13</u>	
Cesspool Sludge	\$55.00	/1000 gal.
Holding Tank Sludge	\$55.00	/1000 gal.
Marina Holding Tank Sludge	\$55.00	/1000 gal.
Potable Toilet Water	\$55.00	/1000 gal.
Septage	\$55.00	/1000 gal.
Sewage Treatment Sludge	\$55.00	/1000 gal.
Water Treatment Plant Residuals	\$65.00	/1000 gal.
Wash Water	\$55.00	/1000 gal.
Grease Trap	\$150.00	/1000 gal.
Other Misc Non-Industrial Waste	\$55.00	/1000 gal.
Digester Sludge	\$75.00	/1000 gal.
Gas Well Drilling Process Wastewater	\$80.00	/1000 gal.
Landfill Leachate	\$55.00	/1000 gal.
Water/Sewer Lateral Revolving Loan -Admin fee	\$25.00	
SIU Permit Initial Fee (3 yrs)	\$1,000.00	1st yr
SIU Permit Renewal Fee	\$250.00	renewal
\$/# of TSS Over Limit	\$0.32	
\$/# of BOD Over Limit	\$0.32	
\$/# of P Over Limit	\$0.75	
\$/# of O&G Over Limit	\$0.26	
\$/# of TKN Over Limit	\$0.32	
pH Exceedance Fee	\$25.00	

# CITY OF AUBURN FEES

H

## TREASURER FEES

	Effective <u>7/1/13</u>
<u>Parking Tickets - FEES SET BY CITY COURT JUDGE</u>	<u>\$10.00</u>
(Overtime, Feeding Meter, Loading Zone, No Parking Zone, Alternate Side Parking, Against Traffic, Crosswalk, Blocking Driveway, Other)	
Fire Hydrant	\$25.00
Double Parking	\$15.00
Handicapped	\$50 + \$30 NYS Surcharge
Fire Code	\$25.00
College Parking Ticket (1/2 fee goes to college)	\$10.00
College Handicapped Ticket (1/2 fee goes to college)	\$50 + \$30 NYS Surcharge
County Parking Ticket (1/2 fee goes to county)	\$10.00
*NYS Surcharge - 1/2 fee goes to county - 1/2 to the city	
<u>Garage Parking Permits</u>	
<u>Undercover</u>	
One Month	\$45.00
Three Month	\$120.00
Six Month	\$195.00
One Year	\$350.00
<u>Rooftop</u>	
One Month	\$25.00
Three Month	\$65.00
Six Month	\$120.00
Lot Permit - 6 Months	\$220.00
Seminary Lot	\$15.00
Parking Meters	\$0.75
Cash Key	\$0.25
Merchant Validation Stickers 0-2 Hours	\$60.00
Merchant Validation Stickers 2-3 hours	\$130.00
Tax Search	\$21.00
Duplicate Bill	\$1.00
Tax History Requests	\$0.25 per page
Advertising Fee	\$20.00
Foreclosure Fee	\$350.00
Administrative Fee - (Foreclosure) Letters	\$50.00 1-5 ltrs \$75.00 6-10 ltrs \$100.00 11-15 ltrs \$125.00 16-20 ltrs
Scofflaw Fee	\$5.00
Treasurer's Fee	
(5% of the past due school tax amount, including penalty when received for collection from the school district)	
**School Bill states "Administrative Fee of 5% as set by the NYS Tax Commissioner"	
Returned Check Fee	\$20.00 per return

# CITY OF AUBURN FEES

I

## PARKING GARAGE FEES

<u>Garage Hourly Rates</u>	<u>Effective 7/1/13</u>
0-2 Hours	\$1.50
2-3 Hours	\$3.25
3-4 Hours	\$4.50
4-5 Hours	\$5.50
5-6 Hours	\$6.50
6-7 Hours	\$7.75
7+ Hours	\$8.75
 <u>Parking Garage Exceptions to Regular Rates:</u>	
Cayuga County Jury	\$6.00
Cayuga County Grand Jury	\$6.00
Office of the Aging	20% discount on regular rate
Cayuga County Employees	20% discount on regular rate
New Vision Students      Rooftop permits	20% discount on regular rate
Centro Riders	20% discount on regular rate
APT or Mack Theater Patrons w/ticket	\$2 per parking session

# CITY OF AUBURN FEES

J

## LANDFILL FEES

	<u>Effective</u> <u>7/1/13</u>	
Bulk Construction/Demolition Debris	\$72.00	per ton
Bulk Garbage/Trash	\$72.00	"
Bulk Brush/Trees	\$40.00	"
Bulk Grass/Leaves	\$20.00	"
Bulk Recyclables	\$20.00	"
Asbestos	\$140.00	"
Petroleum Contaminated Soil (after approval)	\$25.00	"
Ash	\$31.00	"
Bottom Ash/Slag	\$20.00	"
Auburn Foundry Sand	\$20.00	"
Municipal MSW-City Collection	\$31.00	"
Municipal C&D-City Projects	\$31.00	"
Grit	\$31.00	"
Tires-up to 24"	\$10.00	each
Tires-left in the landfill by haulers	\$15.00	each
Freon Units	\$45.00	each
<u>Bulk Items</u>	\$10.00	
Flat fee for individual washers, dryers, stoves, water heaters, furniture, mattresses, box springs, etc. placed at curbside. No single item may exceed 300 lbs.		
<u>Freon Items</u>	\$55.00	
Freon extraction is \$45		
Electronics	\$10.00	each
<u>Decals</u> (Calendar year)		
City Residents	\$20.00	
City Residents Day Pass	\$5.00	
Non-Residents Day Pass	\$10.00	
Property Owners - Sold to people who own property in the City but may live outside the City	\$35.00	plus gate rate of \$72/ton
Non-Resident - Sold to people who live outside City. :	\$60.00	plus gate rate of \$72.00

CITY OF AUBURN FEES

K

FIRE DEPT FEES

	<u>Effective</u> <u>7/1/13</u>
<u>Service - Insurance Companies Billed by TLC</u>	
Vehicle Fire	\$300.00
Light Vehicle Rescue	\$400.00
Heavy Vehicle Rescue	\$700.00
HazMat Level One (Fluid releases related to motor vehicle accident)	\$300.00
HazMat Level Two (Large fluid releases related to motor vehicle accident)	\$1,500.00
**If the HazMat team is needed, the charges would be billed by AFD	
**Hazardous Materials Incidents are billed to responsible spiller	
Billable items are: Supplies used, mileage & personnel + 20% administration fee	
Fire Inspection	\$35/yr
Hotel/Motel Inspections	\$75/hr
False Alarms:	
First, second & third unintentional in any year:	Warning issued
Fourth unintentional false alarm in the same year, an administrative penalty of: \$	\$50.00
Fifth unintentional false alarm in the same year, an administrative penalty of:	\$100.00
Sixth unintentional false alarm in the same year; an administrative penalty of:	\$200.00
For each false alarm knowingly or intentionally set off in any year, an administrative penalty of:	\$200.00
Vacant Building Registry:	
Initial Registration - First Year	\$250.00
Beginning of Second Year	\$500.00
Beginning of Third Year	\$1,000.00
Beginning of Fourth Year	\$1,500.00
Beginning of Fifth Year and Beyond	\$2,000.00
All Reports & Faxing	\$0.25 per page
Photos (CD Only)	\$40.00

CITY OF AUBURN FEES

L

CODE ENFORCEMENT FEES

	<u>Effective</u> <u>7/1/13</u>	
HVAC Permits	\$10.00	per unit installed
Certificate of Occupancy	\$50.00	per unit
Site Plan		
Minor	\$100.00	
Major	\$250.00	
Zoning Amendment Request	\$250.00	
ZBA-Area Variance	\$50.00	
ZBA-Use Variance	\$200.00	
Subdivision:		
Administrative Subdivision/Lot Line Adjustment	\$75.00	
Minor Subdivision	\$75.00	plus \$25 per lot
Major Subdivision	\$300.00	plus \$30 per lot
Special Use Permit	\$150.00	
Certificate of Compliance	\$15.00	
Copies	\$0.25	per page
Housing Book	\$14.00	
Zoning Book	\$17.00	
Zoning Map	\$3.00	
Court Fines	set by judge	
Re-Inspection Fee	\$50.00	
Clean Property Fee		Labor, Tipping Fee, Admin Fee
Secure Property Fee		Labor, Materials, Admin Fee

Licenses

<u>Plumbers:</u>	Drainlayer Test	\$130.00
	Drainlayer License	\$130.00
	Drainlayer Yearly Renewal	\$130.00
	Master Plumber Test	\$130.00
	Master Plumber License	\$275.00
	Master Plumber Yearly Renewal	\$275.00
	All Inactive Licenses	\$25.00
 <u>Electricians:</u>		
	Appliance Installer	\$75.00
	Limited	\$130.00
	Master	\$275.00
	Rochester Reciprocal	\$275.00
	All Inactive Licenses	\$25.00

Plumbing Permits

Residential - \$10.00 plus \$2.00 per fixture  
 Commercial - \$40.00 plus \$2.00 per fixture  
 Residential or Commercial Sewer/Water Repair - \$30.00 flat fee  
 Residential or Commercial Sewer/Water (New &/or Replace) - \$40.00 flat fee  
 Industrial Sewer/Water (New, Repair, Replace) - \$80.00 flat fee

Building Permits

FOR ALL PERMITS, THERE IS A BASE FEE OF	<b>\$40.00 Base Fee</b>
FOLLOWING APPLICABLE FEE:	
Additions Residential ( 7' & 10', 25' front & back)	\$10.00 plus \$.10 sq ft
Bath Remodels	\$25.00
Decks ( 3' side, 4' rear)	\$.10 over 100 sq ft
Fences	Permit Required/No Fee
Fireplaces & Stoves (wood, gas, pellet)	No add'l chg (base fee only)

Car Ports	\$0.10 sq ft
Garages (750 sq ft max all storage, Brian's approval attached 7' & 10', 25' front & back unattached 3' side, 4' rear, 10' house, 15' peak)	\$10.00 plus \$.10 sq ft
Kitchen Remodels	\$25.00
Miscellaneous (Includes doors, soffit/fascia, chimney repair, etc)	\$20.00 (flat fee, no base fee)
Porches & Steps	No add'l chg (base fee only)
Remodel General	
One Room(including new windows)	\$10.00
Additional Room	\$0.05 per sq ft
Entire House/Apartment	\$10.00 plus \$0.05 per sq ft
Roofs	No add'l fee (base fee only)
Sheds & Gazebos (3' side, 4' rear, 10' house, 150 sq ft max 750 sq ft max for all)	\$0.10 sq ft
Siding	No add'l chg (base fee only)
Replacement Windows	No add'l chg (base fee only)
New House	\$200.00 plus \$.05 sq ft
Demolition	\$40.00 plus \$.02 sq ft (footprint)
Driveway	Permit Required/No fee
Resurface	\$10.00 (flat fee, no base fee)
New Driveway	\$20.00 (flat fee, no base fee)

**No Base Fee for these Permits; Flat Fee Only:**

Pools (10' from all property lines & houses)	
Above ground - 48" or less to ground, must be fenced	\$30.00
Inground - must be fenced	\$40.00
Commercial Building	
New Construction	\$200.00 plus \$.20/sq ft
Remodel	\$200.00 plus \$.10/sq ft
Moving Bldg thru or Across St	\$100.00
Gasoline Pumps (Install & Remove)	\$100.00 each
Gasoline Storage Tanks (Install & Remove)	\$150.00 each

	<b><u>First Offense:</u></b>	
Grass Cutting	1st hour or any part thereof	\$180.00
Snow Removal	Any subsequent hour or any part thereof	\$140.00
	<b><u>Second Offense:</u></b>	Fees are Doubled
Trash Removal		Actual Cost plus 50% Admin Fee

\*\*\*\*Please note that permit fees are doubled when permit is taken out pursuant to order of the office of Code Enforcement.\*\*\*\*

# CITY OF AUBURN FEES

## ENGINEERING FEES

N

	<b>Effective</b> <b><u>7/1/13</u></b>
Sidewalk Permit	\$5.00
Sidewalk Revolving Loan Program - Admin Fee	\$25.00

# CITY OF AUBURN FEES

O

## WATER FEES

	Effective 7/1/13
Lab Testing - Coliform Testing	\$25.00
Meter Replacement Fee-Residential	
5/8"	\$2.00 per qtr
3/4"	\$3.00/qtr
1"	\$4.00/qtr
1 1/2"	\$7.00/qtr
>1 1/2"	Actual Cost
Service Connections & Renewals	\$1,500 short side
Service Connections & Renewals	\$2,000 long side
Service Repairs @main or curb	Actual Cost
Replacement of curb box	Actual Cost
Main Taps 3/4" - 1 1/2"	\$200 plus materials
Main Taps > 2"	\$400 plus cost of labor
Shut Off/Turn On Water	\$50.00 shut off
	\$50 turn on
Shut Off/Turn On Water after hours	\$50 plus cost of labor
Use of Fire Hydrant	\$50 plus cost of water
Install/Remove Meter	\$50.00
Meter Repairs (all)-1 hour or less	\$25.00
Meter Repairs (all)-over 1 hour	\$50.00
Backhoe, Dump Truck/hr (Resident)	\$100.00
Non-Resident	\$125.00
Commercial	\$125.00
Vac-Tor/hr (Resident)	\$100.00
Non-Resident	\$175.00
Commercial	\$175.00
Road Plates Rental (set of 2) per day	\$100.00
Welder to thaw pipes	No chg 1st time
	\$50 plus labor
	each add'l
Commercial Meter Test (over 10 yrs old)	Actual Cost
Meter & Meter Parts	Cost + 33% markup
Meter Test	\$50.00
Water-Inside City	\$2.05 per 100 cu ft
Water-Outside City	1.75 times city rate
Sewer-Inside City	\$4.78 per 100 cu ft
Sewer-Outside City	2.5 times city rate
Frozen meter	Meter only 1st time
	Meter plus 30% & labor
	after 1st time
Labor Rate Outside City	Actual Cost plus 50%

# CITY OF AUBURN FEES

P

## CITY MANAGER FEES

	<u>Effective</u> <u>7/1/13</u>
Peddler/Solicitor License	\$20.00 per day <b>or</b> \$300.00 per year
Transient Merchant License	\$135.00 per day \$750.00 per year
Junk License	\$10.00 per year
Automobile Junkyard License	\$125.00 per year
Auctioneer License	\$150.00 per year
Sidewalk Café License	\$25.00 per year
Mobile Vending Cart License	\$100.00 per day <b>or</b> \$500.00 per year
Commission of Deeds (waived for City employees)	\$10.00