

Average Yearly Expenses associated with
Beautification Contract with City of Auburn

2013-2014

Flower Program, includes purchase of flowers contract with Auburn Irrigations for planting, watering & maintenance	\$20,000.00
Cleaning Supplies	\$1,000.00
Truck maintenance/repair, inspection	\$500.00
Truck Insurance	\$1,518.00
Lawnmower/weed eater maintenance	\$800.00
Ryan Meyer, ½ of his salary	\$14,250.00
Ryan's Health Ins.	\$2,850.00
No Retirement Plan	-----
Workers' Comp for Ryan alone Increase of \$1,812. Due to Audit in Oct. 2013	\$3,325.00
Total	\$44,243.00

The Beautification expenses go over the \$40,000 contract with the City by \$4,243, which cuts into BID's base budget, reducing what we can accomplish for all of our other programs and activities which are part of our mission.

Auburn has come too far to let it backslide. There are many communities and people who are looking to Auburn as an example of a community that takes its appearance very seriously and understands the importance of putting on a welcoming, beautiful, happy, inviting face which makes people want to come back to spend more time and money.

BID collects and average of 40 tons of sidewalk and street litter per year within the BID district and delivers it to the landfill. BID enjoys a productive, trusting, work relationship with Mike Talbot and the DPW staff and crew. BID takes its commitment to the City and community very seriously. Every activity that BID does downtown, has a very tangible effect and is easily viewed and evaluated by the public making it very important to retain the Beautification Contract going forward.

BID BUDGET 2013-2014

\$113,998.91

Insurances	\$8,239.00	
Memberships, Dues	\$1,000.00	
Parking Garage Fees	700.00	
Petty Cash	400.00	
Payroll	600.00	
Bookkeeping	500.00	
Tax Preparation	\$2,300.00	
Rent	\$7,800.00	
Computer Maintenance	500.00	
Office Supplies	800.00	
Postage	500.00	
Phone/Internet	\$1,202.00	
Electric	540.00	
Copies at UPS Store	700.00	
Meetings/Conferences	800.00	
Payroll Expenses		
Ryan Meyer	\$14,250.00	½ ofGross
Jesse Kline	\$19,104.00	Gross
Connie Reilley	\$34,797.00	Gross
Payroll Taxes	7,277.00	
Marketing/Promotion	\$4,000.00	
Special Events:		
Pango Kick Off	\$1,287.00	
Summer Concert Series	\$2,800.00	
Founder's Day	\$1,089.00	
Holiday Parade	\$1,703.00	
IGNITE Winter Fest	<u>700.00</u>	
	\$113,588.00	

Continued

Beautification Program
 Expenses that are not
 covered by Contract with
 the City of Auburn

+ **\$4,243.00**

\$118,241.91

DOWNTOWN BID CONTRACT REVIEW

The \$40,000 the city gives to BID per the agreement seems to be well worth it. BID does fulfill their obligations as specified in the agreement and is always willing to help out when asked by the Department of Public Works, whether it be for some additional snow removal in specific locations or help setting up for an event downtown.

BID's staff is responsible for emptying the trash receptacles on a daily basis, a task that would be impossible for us to perform. This effort averages approximately 35 to 45 tons of garbage per year, all generated from the cans and curb lines downtown and keeps downtown looking good.

Mowing and weed eating are performed by BID on a daily basis during the appropriate months. In addition, BID maintains numerous flowerbeds and landscaping areas and has the decorative planters professionally done and also watered for the entire summer by an outside company. We would not be able to perform these duties with our current staffing level.

During the winter months, BID maintains and keeps clear the walkways through downtown. This is a critical task they perform and allows the city staff to concentrate on roadway and parking lot clearing during the winter.

The key component of the service exchange between the City of Auburn and the downtown BID is the labor factor and the fact that this labor is concentrated in a very important area of the city. This labor is dedicated specifically to the downtown area and this is something the city cannot provide given our current staffing levels. Without BID's labor efforts downtown, the city would only be able to respond to issues and complaints instead of preventing them and the downtown area would not be as neat and presentable as it currently is.

If the city were to perform the services as outlined in the agreement based on current labor rates, it is estimated to cost approximately \$65,000 to \$75,000. As previously stated, this does not factor in that we do not have the staff available to dedicate someone specifically for these downtown activities which is required to maintain the core of our city.

Michael P. Talbot
Superintendent of Public Works

AGREEMENT

THIS AGREEMENT dated the 19th day of Dec., 2011 by and between the **City of Auburn**, a municipal corporation, with offices at 24 South Street, Auburn, New York, hereinafter referred to as the "CITY", and the **Downtown Business Improvement District**, a not-for-profit membership association, with an office at 128 Genesee Street, Auburn, New York, hereinafter referred to as "BID".

WHEREAS, the City and BID are interested in providing cooperative services within the downtown Auburn business district; and

WHEREAS, the parties are desirous of setting forth, in particular, those cooperative services for the benefit of the City of Auburn.

NOW, THEREFORE, the parties agree as follows:

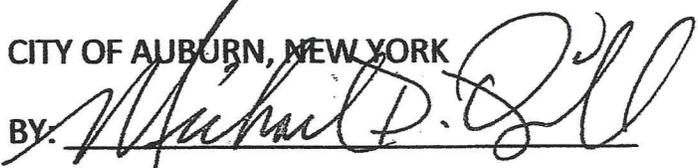
1. That BID will provide the following services for the benefit of its district, namely:
 - Mowing of grass on City property within the BID boundaries, with the exception of the lawn at City Hall and the gazebo lawn at the parking area across from City Hall, said grass mowing includes areas between the sidewalk and curb on the Loop Road.
 - Planting and maintenance of at least twenty-five (25) flower pots within BID boundaries from approximately Memorial Day to, on or about, October 1st of each calendar year.
 - Maintenance of flowerbeds and landscaping located on Exchange Street Mall, Freedom Park, Market Street Park, and Crosman's Corner, from approximately Memorial Day to on or about October 1st of each calendar year.
 - Snow removal at intersections and crosswalks on Genesee Street between Loop Road/Williams Street and Loop Road/ corner of Wegman's. Does not include Exchange Street Mall.
 - Limited snow removal, as possible, in other areas to help the City with heavy snowfall.
 - Weeding in public areas within BID boundaries.

- Mowing of green areas in Seminary Street parking lot.
- Litter removal and general cleaning of all public areas within the BID.
- Weekly trash collection from 35 trash receptacles in the BID district.
- Pruning of bushes and shrubs located in all public areas within BID.

Any employee of BID shall be BID's total responsibility and shall in no manner become an employee or any responsibility of the City.

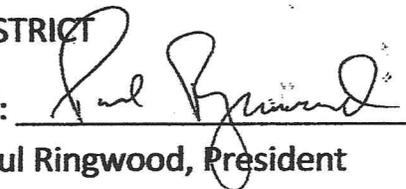
2. In exchange for these services, the City will provide BID with a payment of Forty Thousand Dollars (\$40,000.00) annually, said payment to be made on August 1, 2012 and thereafter on August 1, 2013.
3. In addition, the City will provide the following services:
 - Weekly curbside trash and recyclable pick-up; the City will provide assistance, as needed, to BID in the emptying of City-owned trash containers.
 - Snow removal from all downtown streets, including Exchange Street Mall and for sidewalks of all City property located within the BID.
 - Pruning of all street trees.
 - The services are not all inclusive and the City may provide other services in connection therewith.
4. This contract shall take effect on the 30th day of December 2011 and shall continue for a term of two years from said date.

CITY OF AUBURN, NEW YORK

BY: 

Michael D. Quill, Mayor

DOWNTOWN BUSINESS IMPROVEMENT
DISTRICT

BY: 

Paul Ringwood, President