

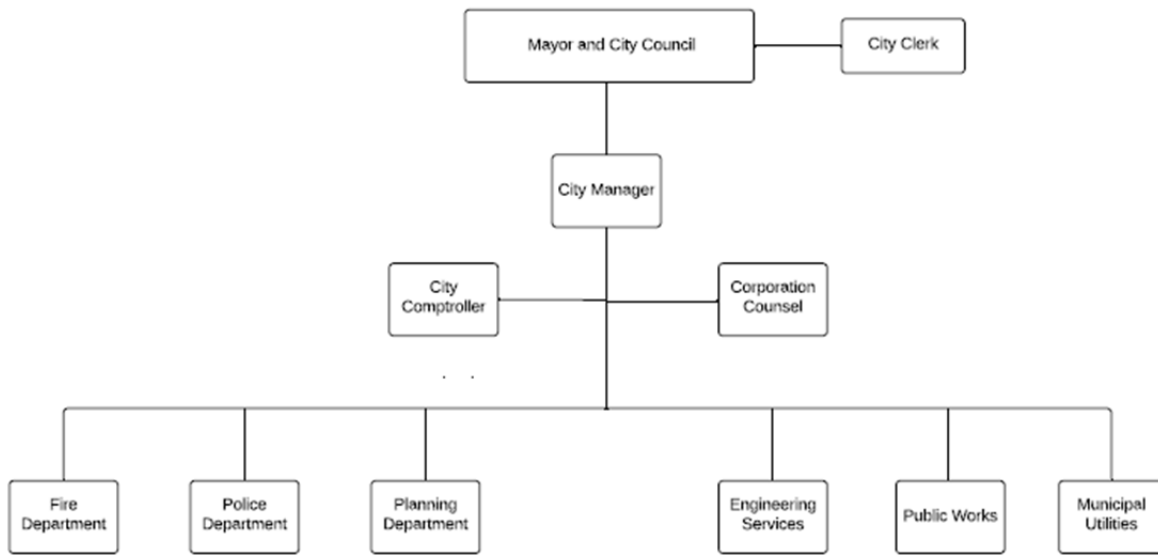
City of Auburn, New York 2019-20 Adopted Budget

Mayor Michael Quill
Councilor Debra McCormick
Councilor James Giannettino
Councilor Terrence Cuddy
Councilor Dia Carabajal

City Manager
Jeffrey Dygert

City Comptroller
Rachel Jacobs

City of Auburn, New York
2019-20 Budget Year
City Wide Structure



City of Auburn, New York
2019-20 Adopted Budget
Table of Contents

Budget Message and General Information

City Manager's Transmittal Letter	A-1
Budget Certification	A-3
Property Tax Calculation	A-4
City Snapshot	A-5
The Budgeting Process	A-9
Types of Funds	A-13

Budget Summaries

General Fund Description and Budget Summary	B-1
Solid Waste Fund Description and Budget Summary	B-3
Refuse Collection Fund Description and Budget Summary	B-3
Power Utility Fund Description and Budget Summary	B-4
Water Fund Description and Budget Summary	B-4
Sewer Fund Description and Budget Summary	B-5

Department Descriptions and Structures

Mayor, City Council, City Clerk, Boards and Commissions	C-1
City Manager	C-5
Corporation Counsel	C-7
Finance Department	C-8
Engineering Department	C-10
Police Department	C-12
Fire Department	C-19
Department of Public Works	C-23
Planning Department	C-25
Department of Municipal Utilities	C-27
Description of Revenues	C-29
Personnel Summary:	C-32
Senior Management Policy	C-33
CSEA Professional Unit	C-34
CSEA Local 1000 Unit	C-35
Police	C-37
Professional Firefighters	C-38
Assistant Fire Chiefs	C-38

Detailed Budgets

General Fund	D-1
Solid Waste Fund	D-19
Refuse Collection Fund	D-22
Power Utility Fund	D-23
Water Fund	D-26
Sewer Fund	D-29

Other Items

Consolidated Fee Schedule	E-1
Glossary	E-24

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

July 1, 2019

General Fund:

The total General fund budget is projected at approximately \$35,600,520 which is a 1.6% decrease from the prior year revised budget. There is \$293,638 of fund balance utilized, reduction in service levels or tax levy increase included in the adopted budget. The adopted budget is in line with the financial plan and in compliance with the state tax cap. A summary of notable changes follows:

Expenditure Changes

- Health insurance – There is a project increase of 8% from the Cayuga County Consortium.
- Unallocated Salaries – This line holds a contingency for retirement incentives or other contractual salary increases.
- Transfers to Other Funds – There was a decrease in loans to the Power Utility Fund this year to \$100k, down \$200k from last year.
- Debt – There is an increase in debt payments due to new issuances.

Revenue Changes

- State revenues for AIM funding, CHIPS funding, PAVE NY funding and arterial highway maintenance funding remain at prior year levels as the State continues to hold local municipalities at frozen funding levels.
- Sales tax has been increased slightly based on year to date information. The budgetary increase amounts to 0.05%.
- PILOT payments have increased 4.2%.
- LISC Grant for \$89k to help offset Code enforcement salaries and software.

Landfill Fund

The fund is balanced on a cash flow basis with no fee changes to citizens. The fund budget has decreased by 36% due to the pending change from landfill to transfer station and reducing private hauling while landfill closure occurs. The fund is balanced by using \$144,802 of fund balance.

Refuse Collection Fund

The fund has a 9.5% increase due to contractual salary increases, new debt issuances, and allocations of salaries between funds. The fund is balanced by using \$170,560 of fund balance.

Power Utility Fund

There is a 3% increase in this fund's budget due to contractual salary increases and debt issuance increases. The fund is balanced by using \$234,302 of fund balance after a \$100k loan transfer from the general fund. The North Division Street Hydro and Mill Street Hydro facilities are both online and generating electricity.

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**


Water Fund

The fund has a 2% increase due to contractual salary increases and new debt issuances. There are no proposed fee increases and no fund balance was utilized to budget the fund.

Sewer Fund

The fund has a slight 0.13%. There are no proposed fee increases and no fund balance was utilized to budget the fund.

Respectfully submitted,



City Manager



City Director of Finance

CITY BUDGET

FOR FISCAL YEAR ENDING JUNE 30, 2020

**CITY OF AUBURN
CAYUGA COUNTY
STATE OF NEW YORK**

BUDGET CERTIFICATION

I certify that this is a true copy of the budget of the City of Auburn for the fiscal year ending June 30, 2020 as it was adopted by the City Council on June 6, 2019.

I also certify that the taxable assessed valuation on which taxes are levied for the 2019-20 fiscal year is \$1,046,289,555 and that the assessment roll is dated May 21, 2019.



Rachel Jacobs
City Comptroller

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

Calculation of Real Property Tax

	<u>Total Tax</u>	<u>General Tax</u>	<u>CIP Tax</u>
Real Property Tax Revenue	\$12,010,372	\$8,657,785	\$3,352,587
Reserve for Uncollectable Taxes	<u>\$639,453</u>	<u>\$639,453</u>	<u>\$0</u>
Amount to be Raised by Taxes	\$12,649,825	\$9,297,238	\$3,352,587
2019-20 Taxable Assessed Value	\$1,046,289,555	\$1,046,289,555	\$1,046,289,555
2019-20 Tax Rate:	\$12.09	\$8.89	\$3.20

<u>Fiscal Year</u>	<u>Total Taxable Assessed Value</u>	<u>Property Tax Levy</u>	<u>Tax Rate Per \$1,000</u>
2005-06	\$640,178,968	\$9,570,676	\$14.95
2006-07	\$784,610,912	\$10,505,866	\$12.81
2007-08	\$822,061,907	\$10,530,613	\$12.81
2008-09	\$830,017,054	\$10,632,518	\$12.81
2009-10	\$837,718,763	\$10,731,177	\$12.81
2010-11	\$969,433,741	\$10,877,047	\$11.22
2011-12	\$976,138,123	\$10,462,426	\$11.74
2012-13	\$944,237,215	\$11,634,362	\$12.32
2013-14	\$938,419,652	\$11,808,877	\$12.58
2014-15	\$982,530,564	\$12,183,593	\$12.40
2015-16	\$987,868,144	\$12,407,529	\$12.56
2016-17	\$986,870,320	\$11,874,898	\$12.03
2017-18	\$992,664,989	\$11,874,898	\$11.96
2018-19	\$1,051,361,588	\$12,406,858	\$11.30

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, 38, 38A and 326. 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, City Assessor and staff of the finance department.

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.

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

AUBURN: A Community Snapshot

Date of Incorporation: March 21, 1848
Form of Government: Council/Manager
Area: 8.5 square miles

Population Trends

	City of Auburn	Cayuga County	State of New York
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>
Median Age:	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%

Population by Income Level

Per Capital Income	\$17,083	\$21,424
Median Family Income	\$41,169	\$54,834
Median Household Income	\$30,281	\$37,973

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

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 older)

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	18° F
Average High Temperature July	80° F
Average Rainfall	39 inches
Average Snowfall	74 inches
Average Relative Humidity	77.8%

Historical Sites

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

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

Public Safety

Fire Stations	2
Number of Firefighters	69
Number of EMT Certified	69
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	4.5 (Millions of gallons per day)
Number of Streets	315
Acres of Landfill	29.3

Major Employers

Company	Number of Employees	Type
Auburn Memorial Hospital	851	Health Care
Auburn Correctional Facility	797	State Prison
County of Cayuga	770	County Government
Auburn School District	619	Education
Wegmans	386	Grocery Chain
Cayuga Community College	347	Education
WAL-MART	336	Retail Store
Xylem, Inc.	335	Manufacturing
City of Auburn	345	City Government
Nucor	282	Steel Structural Shapes/Bars
Community Computer	258	Computer Software and Support
Mercy Rehab	189	Long/Short Senior Care
Currier Plastics	154	Manufacturing
Seneca/Cayuga ARC	127	Personal Care/Wood, Flowers/Access.

Source: U.S. Census, 2007- 2011 ACS Community Survey, <http://www.usa.com/auburn-ny.htm>

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. 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, amends and adopts

The budget calendar following this section 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 2019-20 budget is \$23,913,283. The 2019-20 amount to be raised in taxes is \$12,649,825, including City, BID, and CIP. While this appears to give the City the ability to raise additional 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 user fees for water and sewer that have been necessary to cover the debt service on a DEC-mandated sewer project that cost the City about \$60 million to build and the costs that will be associated with the microcystin project at the water filtration plant.

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 2019-20 budget is \$70,911,107. While the total approximate amount of the City's outstanding debt is \$75,406,608, only \$48,249,513 is subject to the debt limitation imposed by the State. Both water and sewer debts 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 through fiscal 2045.

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.

Budget Carry forward

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.

Budgetary Basis

The City's Governmental Funds consist of the general, capital, water and sewer funds and the special revenue funds (community development, equitable sharing and refuse collection). 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 (Enterprise or Business Type) 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 outlay 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 presented as expenses in the budget, but reported as reduction of long-term debt liability on the GAAP basis.

**City of Auburn, New York
2019-20 Adopted Budget
Budget Message and General Information**

Budget Calendar

January	Departments prepare goals, objectives, and budget requests
February	Departments make budget requests Finance prepares revenue forecast
March	Finance updates revenue forecast City Manager discusses proposed base budget and adjustments to base with Departments City Manager prioritizes requests for additions to budget City Manager prioritizes personnel requests, approves reclassifications
April	City Manager balances budget requests City Manager presents proposed budget to Council
May	City Manager decides final revisions based on Council input and revenue forecast Public Hearing on Budget
June	Council adopts Final Budget

Contingency

The City appropriates dollars in the major operating funds for unknown events. The Enterprise Fund budgets may also include a contingency amount to provide a reserve for unforeseen expenditures. The Council must approve all budget transfers from contingency. The contingency account is used for emergency or unforeseen items and can only be used with council approval.

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.

Types of Fund

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.

Auburn's governmental funds include the general fund, the special revenue funds (water, sewer, refuse collection and community development) and the capital projects fund.

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 (power utility and solid waste) are accounted for using the accrual basis of accounting. The accrual basis of accounting recognizes revenues when earned and expenses are recorded when incurred.

Fiduciary Funds

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 operating supplies that accumulates the costs paid during the fiscal year.

Example – Account A3120.412, A designates the general fund, 3120 designates the police department and 412 indicates the expense was for operating supplies.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

General Fund – The general fund is the principal operating fund and includes all operations not required to be recorded in other funds. The General Fund is the largest of the funds.

General Fund 2019-20 Budget Summary

Revenues and Other Sources

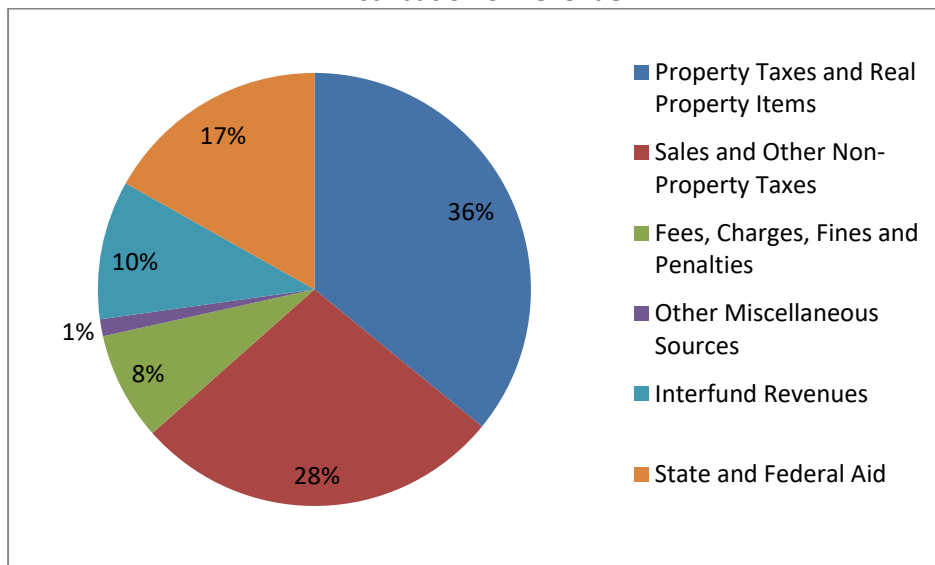
Property Taxes and Real Property Items	\$ 12,679,302
Sales and Other Non-Property Taxes	9,725,000
Fees, Charges, Fines and Penalties	2,851,800
Other Miscellaneous Sources	445,000
Interfund Revenues	3,659,168
State and Federal Aid	5,946,612
	<hr/>
	35,306,882

Expenditures and Other Uses

General Government	5,328,320
Public Safety	19,407,221
Transportation	1,851,088
Culture and Recreation	1,864,892
Home and Community Services	819,412
Unallocated Employee Benefits	2,787,000
Interfund Transfers	150,000
Debt Service	3,392,587
	<hr/>
	35,600,520

Use of Fund Balance	\$ (293,638.00)
---------------------	-----------------

Distribution of Revenue



City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

The expenses in the general fund are classified into seven categories. The classifications include such services as follows:

General Government – General government is the business side of the City, this includes the Mayor and City Council, City Manager, City Clerk, the finance department, corporation counsel, civil service, engineering, records management, buildings and grounds, public works garage, liability insurance and other various central services.

Public Safety – Public safety encompasses the police department, fire department, the codes department and animal control.

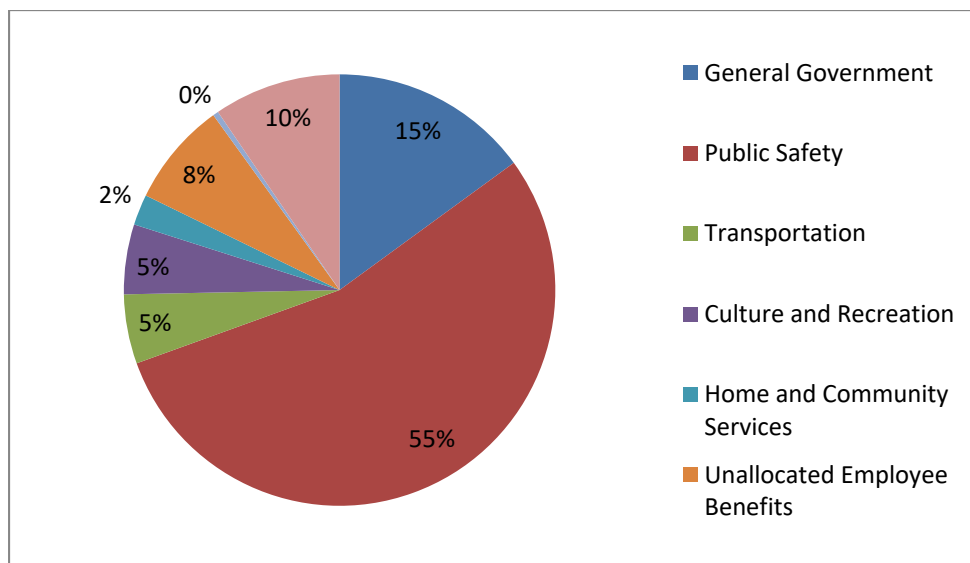
Transportation – The transportation function takes care of the City streets and snow removal, street lighting and signal maintenance.

Culture and Recreation – Culture and recreation provides parks maintenance including the City playgrounds, both Casey and Falcon parks, senior programs and other special events such as band concerts, movies in the park and parades.

Home and Community Services – These services include the planning department, urban forestry and cemetery maintenance.

Unallocated Employee Benefits – The majority of this classification is made up of costs for retiree health insurance and other benefits not directly attributable to specific departments.

Debt Service – This category includes payments for principal and interest on debt obligations. Debt obligations include bonds and BANS (bond anticipation notes) issued to fund capital projects throughout the City.



**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

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.

Solid Waste Fund 2019-20 Budget Summary

Revenues and Other Sources

Landfill Service Charges	2,700,000
Late Fees, Special Charges and Other	71,000
	<u>2,771,000</u>

Expenses and Other Uses

Solid Waste Administration	402,330
Refuse Disposal	1,104,572
Recycling	200,743
Methane Gas Utilities	47,500
Closure and Post-Closure Expenses	350,000
Debt Service	810,657
	<u>2,915,802</u>

Use of Fund Balance	<u>(144,802)</u>
---------------------	------------------

Refuse Collection Fund – This fund is used to account for the curbside collection of refuse and the fees collected to support this service.

Refuse Collection Fund 2019-20 Budget Summary

Revenues and Other Sources

Refuse Collection Fees	1,245,000
Collection Enforcement Fees	6,000
Other Sources	-
	<u>1,251,000</u>

Expenditures and Other Uses

Salaries, Wages and Benefits	847,192
Disposal Services	280,000
Operating Expenses	208,650
Debt Service	85,718
	<u>1,421,560</u>

Use of Fund Balance	<u>(170,560)</u>
---------------------	------------------

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

Power Utility Fund - This fund consists of two hydro-electric facilities used to generate electricity that is sold internally to the City. The fund also consists of the landfill gas to electric facility which is non-operational.

Power Utility Fund 2019-20 Budget Summary

Revenues and Other Sources

Sale of Electricity	660,000
Sale of Energy Credits	56,000
Transfer from Other Funds	100,000
Other Sources	5,000
	821,000

Expenses and Other Uses

Hydro-electric Services	136,647
Landfill to Gas Electric Generation Facility	5,000
Debt Service	913,655
	1,055,302
Use of Fund Balance	(234,302)

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.

Water Fund 2019-20 Budget Summary

Revenues and Other Sources

Metered Water Sales	4,750,000
Other Charges and Fees	873,000
	5,623,000

Expenditures and Other Uses

Administration	1,146,766
Utility Billing	262,184
Water Filtration and Pumping Stations	1,734,638
Transmission and Distribution	1,062,132
Unallocated Employee Benefits	138,260
Reserves	50,000
Debt Service	967,567
	5,361,547
Budget Surplus (Deficit)	261,453

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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.

Sewer Fund 2019-20 Budget Summary

Revenues and Other Sources

Sewer Rents	6,485,000
Other Charges and Fees	<u>1,590,500</u>
	<u>8,075,500</u>

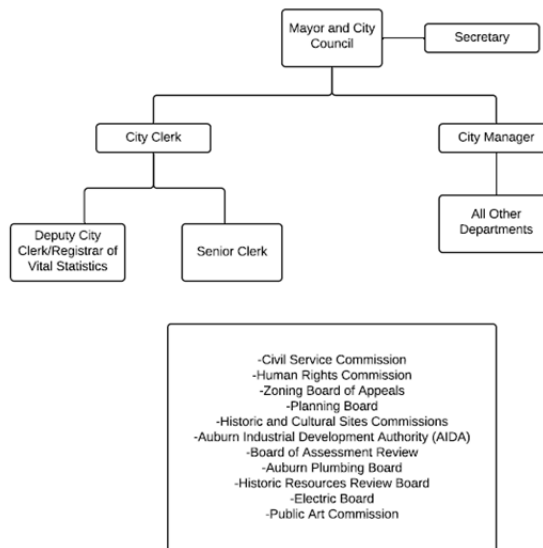
Expenditures and Other Uses

Administration	1,240,517
Sanitary Sewers	979,501
Sewage Treatment	2,774,688
Unallocated Employee Benefits	102,820
Reserves	50,000
Debt Service	<u>2,516,176</u>
	<u>7,663,702</u>

Budget Surplus (Deficit)	<u>411,798</u>
--------------------------	----------------

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

City of Auburn, New York
2019-20 Budget Year
Mayor, City Council, City Clerk, Boards and Commissions



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 as required and establish a forum for issues; and to further enact legislation, appoint officers and oversee City operations.

Organization Structures and Duties

The Mayor and City Council serve as a policy making 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 the first four Thursdays of each month 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 City wide commissions and boards.

Commissions and Boards

There are numerous commissions and /or boards in the City of Auburn-

- *Civil Service Commission,*
- *Human Rights Commission,*

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

- *Zoning Board of Appeals,*
- *Planning Board,*
- *Historic and Cultural Sites Commission,*
- *Auburn Industrial Development Authority (AIDA),*
- *Board of Assessment Review (BAR),*
- *Auburn Plumbing Board,*
- *Historic Resources Review Board,*
- *Electric Board,*
- *Public Art 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 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.

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

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

Planning Board – Appointed by the Mayor, the Planning Board, which acts in an advisory capacity to address issues regarding public improvements, streets, parks and other matters of the general welfare. The Planning Board reviews and acts on submitted site plans, subdivisions, special permit applications, amendments to Chapter 305 of the City Ordinance, and matters requiring review under the New York State Environmental Quality Review Act.

Historic and Cultural Sites Commission – Members are appointed by the City Code and at large members are appointed by the Mayor and City Council. The Historic and Cultural Sites Commission shall have as its purpose and goals, including but not limited to, the development of a tourism strategy for the City of Auburn; development of a plan to link all historic and cultural sites in the City of Auburn for marketing and promotional purposes; endeavoring towards becoming a New York State Heritage Area; developing a Visitor Center; review and revision of 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, maintain, equipping, and furnishing of industrial, manufacturing, warehouse, commercial, and research facilities.

Board of Assessment 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 Resources 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.

Electric Board - Appointed by the City Manager, the Board examines the applicants for electrical licenses as to their knowledge of the rules and regulations for the installation of electrical wiring, devices, appliances and equipment as set forth in the relevant statutes of this state, in the ordinances and local laws of the City, the National Electrical Code and the generally accepted standards of the New York State Uniform Fire Prevention and Building Code and to determine the general qualifications and fitness of each such applicant for executing electrical work.

Public Art Commission - The Public Art Commission provides leadership to enhance the experience of public space, be an effective decision-making body to recommend and implement approved Public Art policy and procedures, and maintain thoughtful public participation, outreach, and communications concerning public art. The Commission shall approve all public art applications and shall be responsible for the development and oversight of a Public Art Plan.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

The Office of the City Clerk

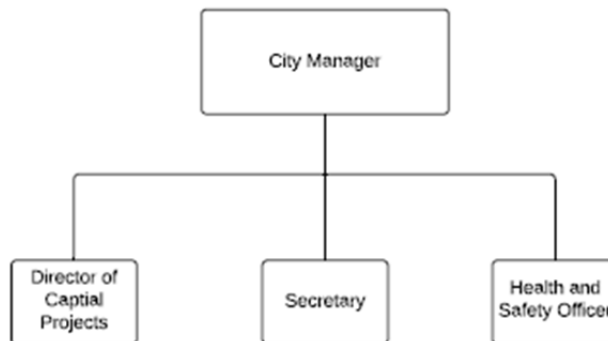
Mission

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 business by pro-actively and enthusiastically maintaining the City's website, social media and public relations.

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 a City's Registrar of Vital Records, Website Administrator, and Records Management and Access Officer. The Deputy City Clerk serves as the City's Registrar of Vital Records. 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. The City Clerk also is an appointed marriage officer for the City of Auburn, serves as the City's Freedom of Information Law (FOIL) officer, serves as the City's American with Disabilities Act (ADA) grievance officer, and provides staff support and oversight for the City's Historic and Cultural Sites Commission and the NYS Equal Rights Heritage Center.

City of Auburn, New York 2019-20 Budget Year City Manager



Office of the City Manager (See flow chart on cover sheet)

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.

Organization Structure and Duties

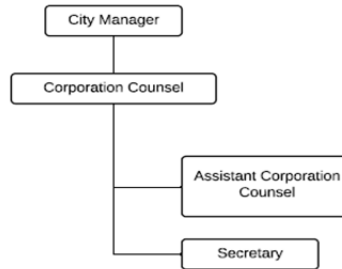
The City Manager is appointed by the City Council and serves at the Council's pleasure as the Chief Executive Officer of the City. The City Manager is charged with overseeing the day-to-day operations of the City and providing policy guidance and advice to the City Council. In his administrative capacity, 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
2019-20 Adopted Budget
Department Descriptions and Structures

The City Manager directs the human resource function and 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 office works with the City's Safety Committee, which is comprised of members of all city departments, who work to reduce the City's insurance premiums and provide more accurate record-keeping.

The City Manager also works closely with the Director of Capital Projects on various projects that continue to improve the City. Capital Project Planning is a fundamental component of responsible fiscal planning for the long-range capital needs of the organization. Capital projects and grants 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 and grant funding resources for significant capital projects, and coordinating the implementation of improvements between departments and outside agencies.

**City of Auburn, New York
2019-20 Budget Year
Office of the Corporation Counsel**



Mission

The Department of the Corporation Counsel is committed to providing the City of Auburn, its legislative body and all City departments, the highest quality legal services in a professional and timely manner. We strive to serve the public fairly and equitably and represent the City of Auburn to the best of our abilities.

Organization Structure and Duties

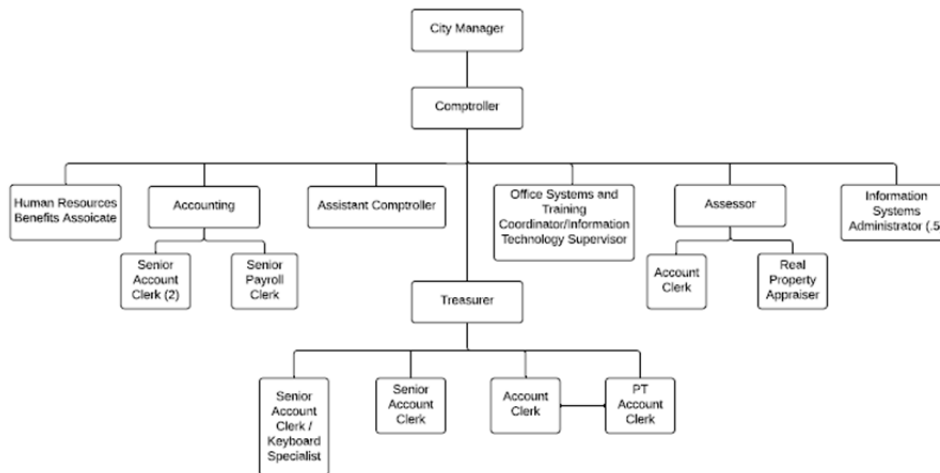
The office consists of two attorneys, Corporation Counsel and Assistant Corporation Counsel, and one Paralegal/Secretary. We serve the City Council, City Manager, Mayor, City Departments, and Boards and Commissions, as they establish and administer policies and programs, which are intended to benefit the residents of the City of Auburn. We handle legislative, transactional, and litigation matters, and provide guidance with respect to Federal, State and local laws.

Areas of Practice: Our breadth of practice encompasses the following areas of law: Contracts, real property, civil litigation, tax assessments, tax foreclosures, municipal finance law, labor and employment relations, union and collective bargaining matters, zoning and land use, planning and economic development, bankruptcy and foreclosures, code enforcement and housing, and legislation of local laws.

Courts in Which We Practice: We represent the City in all New York State and Federal United States Courts. This includes Auburn City Court, New York State Supreme Courts, New York State Appellate Division Courts, New York Court of Appeals, United States District Courts, and United States Bankruptcy Courts.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

**City of Auburn, New York
2019-20 Budget Year
Finance Department**



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.

Organization 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 Annual Financial Report, payments of unallocated budget items, budget maintenance and forecasting and also acts as the City's Budget Officer. Purchasing is a function under the Comptroller's office. The Assistant Comptroller assists all departments in their purchases by providing coordinated purchasing services and maintaining a central stores inventory for janitorial, operating and office supplies. The Human Resources Benefits Associate is a function under the Comptroller's office.

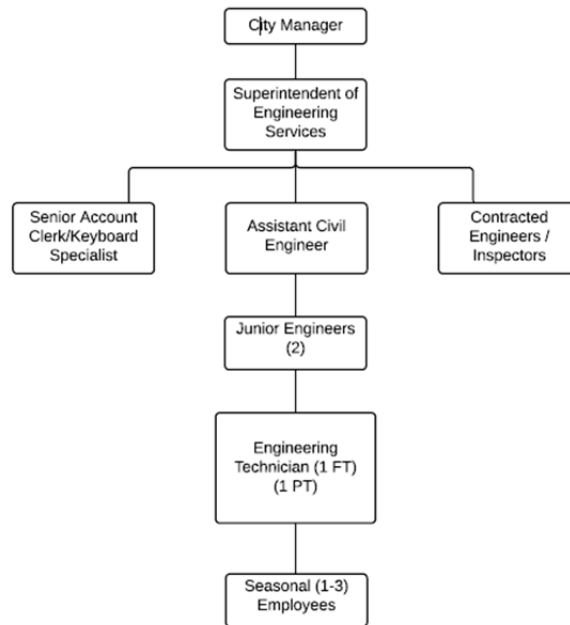
City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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 8,000 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 approximately 9,000 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 2019-20 Budget Year Engineering Department



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.

Organization 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 registered licensed professional engineer.

Besides addressing the multiple general public inquiries relating to the City's infrastructure and providing engineering services to the other City Departments, the Engineering Department is

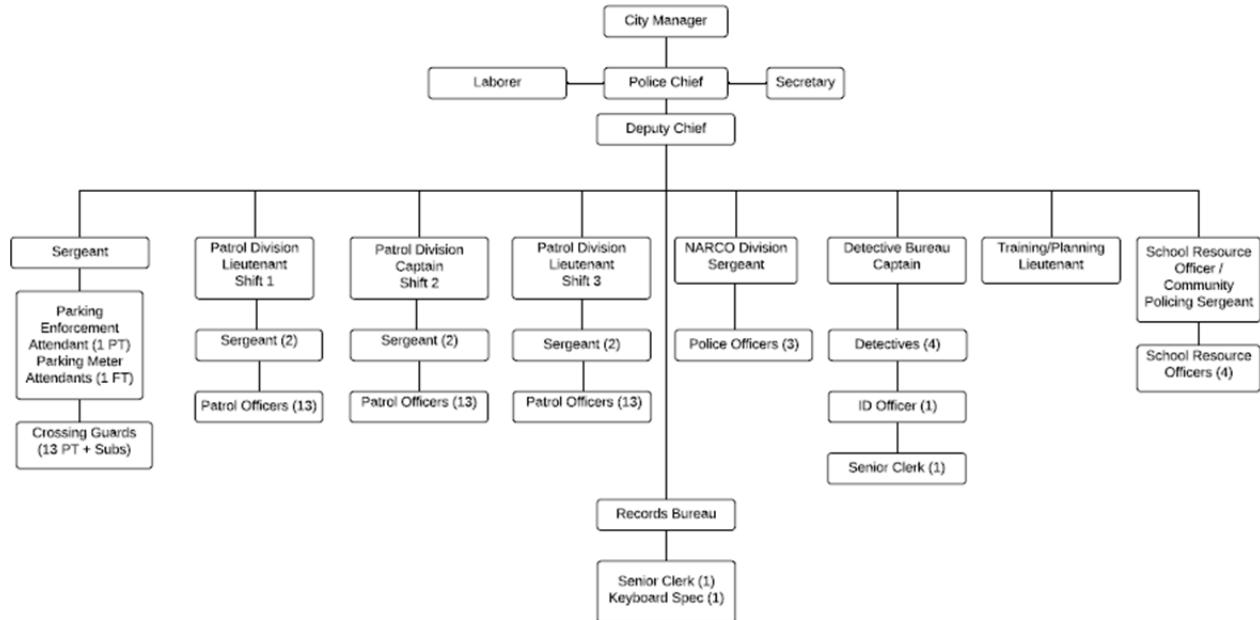
City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

responsible for the administration and management of most all major capital Public Works projects. Projects included in the NYSDOT's Five-Year Capital Improvement Program that were recently completed: the West Genesee Street Paving Project; the North Hunter Brook Bridge Replacements at Schwartz Drive and McIntosh Drive; and the Phase 1 of the Owasco River Greenway Trail Project (coordinating with City Planning Dept.). The NYSDOT projects that are presently ongoing or are under design and going out to construction are; the replacement of the North Division Street Bridge; the replacement of the State Street Bridge; the South Street Corridor Enhancement Project from Metcalf Dr. to the South City Line; the Lincoln and William Street Re-Paving Project. Other recent capital projects working with the Municipal Utilities Dept./Planning Dept./and Public Works Dept. are the North Street Water Main Project; the North Division Street Hydroelectric Facility; the State Dam Rehabilitation Project, the Casey and Falcon Park Fields Renovation Project, the Sewer Collection Project and the CDBG Parks/Playground Projects. In addition, the Engineering Department fully develops and administers the City's Annual Road Improvement Program, the Community Development Block Grant Program's Sidewalk and Curb Projects; the City's Sidewalk, Curb and Handicap Ramp Program; the City's Revolving Loan Sidewalk Program; the Demolition of various Unsafe Buildings; Various City Buildings Improvement Projects, and Energy Performance contracts. The Engineering Department also assists in the bidding process for other City projects including major equipment, energy, and chemical purchases.

The Superintendent of Engineering Services is in charge of all public rights-of-way and deals with all utility providers using these Rights-of-Way, and also assists the Municipal Utilities Department with the management of the Water Distribution System and the Sewer Collection Systems.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

**City of Auburn, New York
2019-20 Budget Year
Police Department**



The Police Department

MISSION

To enhance the quality of life in the City of Auburn by working cooperatively with the citizenry to enforce the laws, preserve the peace, and provide for a safe environment.

Motto

“Expect Excellence”

VALUES

A. Respect: The Auburn Police Department views the law and the community as the source of its authority and will faithfully and without bias or prejudice honor this commitment.

B. Excellence: The Auburn Police Department strives for distinct and superior service between our membership and the partnership we share with the community we serve.

C. Compassion: The Auburn Police Department strives to show respect for and be sensitive to all citizens and their problems.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

D. Integrity: The Auburn Police Department believes in honesty, consistency and transparency in every interaction with the public that we serve.

E. Teamwork: The Auburn Police Department believes that each citizen must become involved in efforts to solve their own problems. We must work as a team in order to accomplish mutual goals for our community.

F. Accountability: Members of the Auburn Police Department are held to the highest standards of accountability to ourselves, our fellow officers, our administration, and those that we serve.

GOALS FOR 2019-2020

Elderly scams

Goal: In keeping the public informed of new scams, especially the elderly, APD would like to keep potential victims up to date with new ways they are susceptible and being targeted and taken advantage of.

Objective: Visit all local nursing homes / elderly living centers and discuss new technologies/ strategies criminals are utilizing to steal money, things to look out for, and ways to protect themselves.

Drone Program

Goal: Establish a drone program to assist with missing persons, high risk scenarios/areas, and general training, in an effort to police more efficiently.

Objective: Complete training requirements, obtain FAA license, secure funding, and implement a drone policy.

Recruitment / Retainment

Goal: Establish new ways to attract, hire and retain personnel.

Objective: Formalize/ streamline our recruiting process to increase efficiency and consistency, as well as establish a system of checks and balances in regards to background checks. This may include delegating different departments to complete different sections of a background check, revamping our background checklist, and establishing guidelines/ requirements/ refresher training for FTO Officers.

In-house training for FTO Officers

Goal: Streamline FTO process to increase efficiency, and effectiveness, and hold FTO evaluators to a higher standard and level of expectation.

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

Objective: Establish guidelines and schedules to retrain all FTO Officers on an annual basis. Collect input from FTO Officers, supervisors and recruit officers on how to better serve the needs of FTO and recruit. Reach out to surrounding agencies for input, strategies, and suggestions.

Locker Room Project

Goal: Update locker room to modernize its look and increase employee morale.

Objective: Research/secure grant funding, obtain bid contracts, get approval from city council.

Develop Master Instructor

Goal: Develop in-house master instruction for more enhanced, cost-saving training.

Objective: Assign and train appropriate candidate for master instructor. Contact surrounding agencies to combine training services for efficiencies.

ET Training

Goal: Double the amount of Evidence Technicians; to include having at least one per shift, so there is always one available if needed.

Objective: Require/recommend all new officers to obtain ET certification. Look into feasibility of incentivizing by utilizing on-call compensation. Require quarterly training.

Social Media / Tweet Along

Goal: Create new/better ways to communicate with the public via social media.

Objective: Assign social media reps per shift to keep public informed in a timely manner. Assign civilian to "Tweet Along" via Twitter as a virtual ride along to describe real-time activities of police officers.

Courtroom Testimony Training

Goal: Increase courtroom testimony preparation for officers.

Objective: Work with District Attorney's Office in establishing general courtroom testimony guidelines for new officers, and creating a training video to enhance quality and effectiveness.

Scheduling Software

Goal: Implement new work scheduling/time-off software, Planit Police.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

Objective: Create how-to manuals/videos for users and supervisors, and roll out/ begin using software, eliminating paper schedules and paper accrual requests.

Additional Building Security

Goal: Develop better security measures beyond Sergeant's desk so individuals are not able to roam freely throughout the building.

Objective: Review design/floor plan of building and establish security measures for all areas of potential public access, especially more vulnerable areas (unattended areas, unlocked rooms, civilian-only personnel offices.)

Driver / Emergency Vehicle Operator Course (EVOC) Training

Goal: Refresh members on special driving skills/techniques required while operating patrol vehicles. This will also help mitigate risks and loss (accidents and injuries).

Objective: Assign EVOC instructor, develop an in-house training course, and mandate training of all sworn members.

Records History Requests

Goal: Implement a search parameter/limitation for Records Requests.

Objective: Due to volume and lack of resources, create a policy implementing the request of records, specifically the history limitation (no more than three years). Exceptions can be made (and denied) upon written request to Chief, Deputy Chief or Lieutenant in charge of Records. Research policies and criteria of other agencies of similar size.

Online Records Request Portal

Goal: Implement an online records report request option. This will ease report requests via walk-ins and over the phone.

Objective: Work with website designers, enabling records requests to be sent electronically via our website, as well as an electronic payment option. Research which requests can be fulfilled this way, taking into consideration privacy/sensitivity concerns, identification verification, and redaction.

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:

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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 2018 the Police Department responded to 38,991 calls for service and logged 377,984 miles on patrol. 2,048 Uniformed Traffic Tickets were issued, 11,888 parking tickets and 1,149 motor vehicle accidents were investigated.

Traffic Division - The Traffic Division is headed by the traffic coordinator who oversees all traffic issues within the city, including parking enforcement, crossing guards, as well as maintaining our vehicle fleet. The division conducted several details to address aggressive driving during 2018 As part of the "Police Traffic Safety Program" sponsored by the Governor's Committee on Traffic Safety officers issued 721 traffic tickets with a combined 417 hours of additional traffic enforcement. Officers also coordinated additional DWI patrols on weekends during the year to curb drinking and driving as part of the Cayuga County Stop DWI program. During those details APD officers issued 628 traffic tickets and made 48 DWI Arrests. The Cayuga County DWI Program funded this operation with \$28,500 which allowed for 796 additional hours of enforcement.

Detective Bureau - The Detective Bureau is responsible for conducting and coordinating Police Department investigations. The bureau investigates crimes including homicides, robberies, serious assaults, burglaries and rapes. They are also responsible for investigating crimes involving juveniles. The Detective Bureau was assigned 308 new cases and closed 314 previously assigned cases during 2018. 76 cases were closed by arrest or warrant application for a total of 194 charges. This included 108 felonies, 82 misdemeanors and 4 violations. In addition, 23 juveniles were petitioned to Cayuga County Family Court.

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 2018, the Identification Bureau handled 1058 new cases and a total of 2,768 items were received as evidence/property. 208 items were submitted to the crime lab, 41 background checks were completed, 29 new and renewed taxi licenses were processed. In addition, 135 sex offenders were monitored on average, with 1045 sex offender contacts and 6 sex offenders arrested.

Fugitive Task Force Warrant Initiative - The Auburn Police Department participated in the US Marshal Service's Joint Law Enforcement Regional Task Force from January through September 2018 of this past year. Task Force members were deputized by the US Marshal Service and were engaged in locating and arresting individuals wanted on active arrest warrants held by our agency. Funding for this program was provided by the US Marshal Service. The City of Auburn benefited greatly from this program as it enhanced the department's ability to apprehend wanted persons. This year concluded our 9th year of partnership with the Marshals Service and resulted in 54 arrests consisting of 98 felonies, 53 misdemeanors and 15 violations.

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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 2018, the task force conducted 108 new cases and arrested 23 subjects on 75 charges. Officers seized 1392 grams of marijuana, 159 grams of cocaine and 2 grams of heroin, 150 doses of opiates/pharmaceutical drugs, 2 grams of Molly during confidential drug investigations. Narcotic officers also executed 8 search warrants and seized 5 illegally possessed handgun.

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 youth. The new "Keepin' It Real" curriculum provides students with the skills necessary to make appropriate decisions regarding drug use and violent behavior. In 2018, 352 5th 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 City neighborhoods that have a history of noise, drug activity, and crime. Initiative neighborhood activities include: increased officer interaction with residents, 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. During the year of 2017 the COP Officer dedicated 264 hours to Community Policing and visited 71 businesses throughout the City to advise owners of our mission and to address any public safety concerns.

School Resource Officers (S.R.O.) - The School Resource Officers began their duties in the Auburn School District in September, 2000. For calendar year 2018 Auburn Police Officers assigned to the program had intervened in 1,296 incidents within the confines of the Auburn School District properties. Of those incidents, there were 15 adult arrests (students 16 years of age and older). In addition, 6 juveniles were arrested and charged with crimes that were furthered in Family Court. Overall, the program 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 seven 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 the well-being of students and staff.

Jail - The City maintains a temporary lock-up facility for the overnight holding of arrested persons. The City's facilities can house up to eight men. In 2018, 29 persons were processed through the City Jail.

Police Department Administration (Office of the Chief and Deputy Chief of Police) - The Police Department administrative staff coordinates and oversees a wide variety of functions and services for

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

the Chief of Police, police personnel, and the general public along with other agencies. Responsibilities include payroll and maintaining personnel files.

Senior Clerk - One senior clerk works under the supervision of the Chief of Police. Responsibilities include creating a daily arrest report, maintaining APD's website, creating ID cards for personnel and the public, crime stats and analysis, and creating budgetary documents.

Records Bureau – One senior clerk and one keyboard specialists work in the Records Office, with responsibilities including case report management, document scanning/archiving, data entry, public service for the request of records, background checks, monthly crime reporting to NYS DCJS, as well as the reporting of departmental statistics to various agencies.

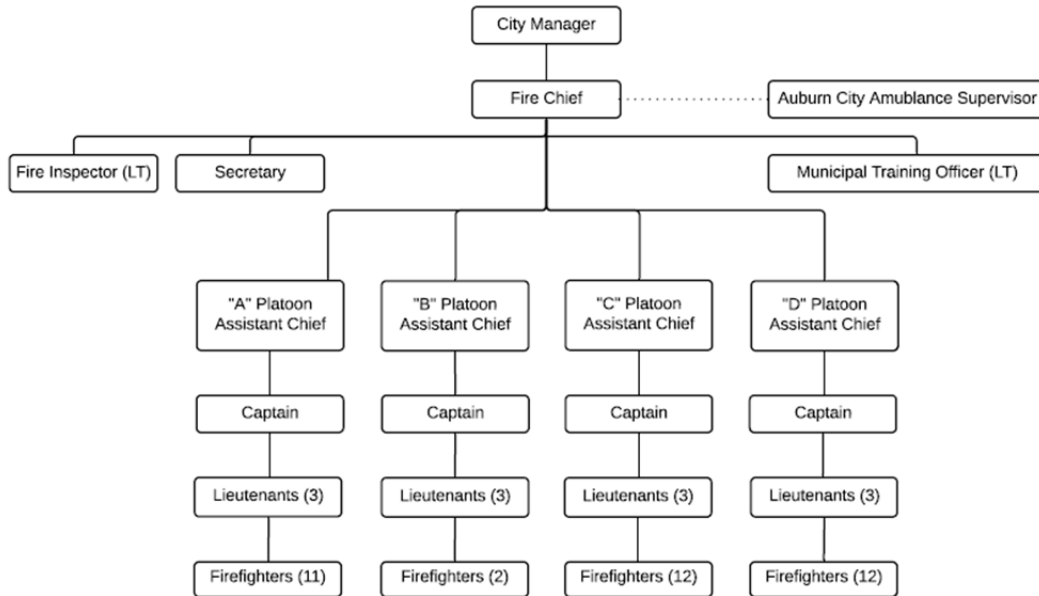
Laborer - One full time laborer performs routine maintenance on the facility. Some responsibilities include lawn care and snow removal, painting, minor plumbing and furniture repairs, trash removal and general custodial cleaning.

Parking Attendants - In addition to all patrol officers, who are responsible for issuing parking tickets, the Auburn Police Department employs one part time Parking Enforcement Attendant and one full time Parking Meter Attendants. Duties include issuing tickets for various parking violations and monitoring city meters for overtime violations.

Crossing Guards - Crossing guards ensure the safety of children crossing streets near schools, as well as busy cross streets, such as Arterial East. There are currently 13 part time, and 5 substitute crossing guards.

During the year of 2018 the Auburn Police Department hired four new police officers. The department also lost three officers to retirement and three officers resigned. At the end of 2018 the department employed 64 sworn police personnel including the Chief of Police and the Deputy Chief.

City of Auburn, New York
 2019-2020 Budget Year
 Fire Department



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 firefighting, pre-hospital medical assistance, and response to hazardous materials incidents. The members of the Fire Department, working together, provide a professional and caring environment that is fair, honest and 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 the City government in a loyal, ethical, and professional manner.

Organization Structure and Duties:

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

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

2019-2020 Work Force – The Auburn Fire Department is staffed with 70 Uniformed Personnel divided among four platoons and one Non-Uniformed Secretary. There is a fulltime Training Officer and fulltime Fire Inspector assigned to a daytime schedule.

Fire Department Line Personnel (Emergency Response Personnel) – The Fire Department Line Personnel are responsible for responding to fires and other emergencies, including medical, rescue, motor vehicle accidents, hazardous materials or conditions, and false alarms. In Calendar Year 2018, Fire Department personnel responded to approximately 7300 calls for service. Emergency medical service calls make up 55 percent of all calls. Line Personnel cover four shifts, providing 24-hour service to the residents of the City of Auburn and the surrounding area. 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 eight Level 2 Investigators and five Level 1 Investigators.

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, targeting many age groups. Our “Fire and Safety Educator” organizes our prevention efforts and provides safety training for all City employees. This year firefighters provided fire safety education to approximately 2,400 students in grades K-6. We are currently in the processes of upgrading our Fire Prevention Team by sending members to get “Fire and Life Safety Educator” certification.

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 youth 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 Code Enforcement 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, places of public assembly on an annual basis and commercial buildings on a 3 year rotational basis. The Fire Inspector

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

works with building owners and contractors to ensure new construction and renovations meet the NYS Fire Code and are safe. Due to building codes and inspection requirements changing recently, all of Fire Officers will be receiving training to obtain NYS Building Safety Inspector certifications.

Vacant-Building-Registry – The Fire and Code Enforcement Departments worked jointly in 2014 to implement a new Vacant Building Registry program to track vacant structures and encourage owners to keep properties safe and attractive, and ultimately either remove or re-occupy these vacant buildings. There are typically about 190 buildings in the Registry. This is an on-going program that helps keep firefighters safe in the event of fire, but also encourages building owners to formulate a plan to rehab their property.

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) ISO re-evaluation of the City has brought us up to ISO class 1 Fire department. This rating is used by most insurance companies to rate local fire protection capabilities and set insurance rates for homeowners and businesses.

Training Fire Department 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. On average, personnel received over 300 hours of training in Calendar Year 2018. Training subjects include, but are not limited to, basic firefighting, emergency medical services, building codes, hazardous materials, technical rescue and swift-water 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 Fire Officers teach programs for Cayuga County and are Adjunct Faculty at the NYS Fire Academy in Montour Falls, NY.

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.

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-three members participate on the team, attend training classes, and provide emergency responses when requested. In addition to our regular responses to accidental chemical releases; the team has been working with local law enforcement agencies dealing with illicit drug labs.

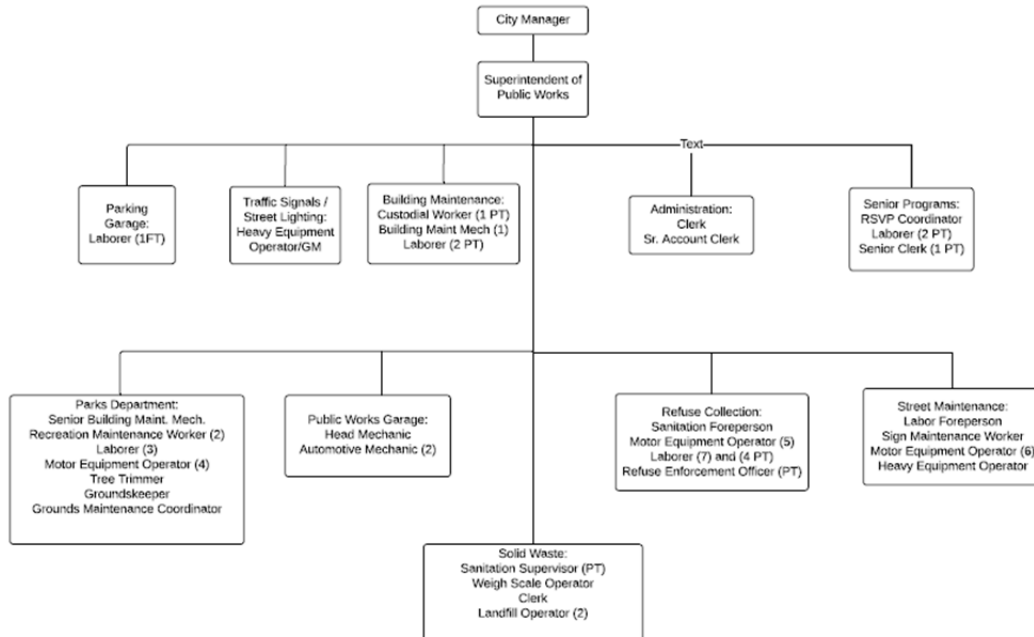
Technical Rescue - The Auburn Fire Department has provided technical rescue services for years. Due to the extreme hazards associated with some technical rescues the department began to obtain

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

**City of Auburn, New York
2019-20 Budget Year
Department of Public Works Structure**



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, vehicle maintenance and repair, curbside garbage and recycling collection, building maintenance, street lighting, traffic signal maintenance and a variety of recreation programs and special events.

Organizational Structures 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 coordination of operations, the office oversees personnel and budgetary issues and specifically provides oversight to the following operational units:

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

Recreation - Recreation includes the operation of sporting events at Casey Park (outdoor pool and ice rink seasonally); support to the Auburn Doubleday's management of Falcon Baseball Park; and, coordination of concerts, movies, 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 opportunities at stations throughout the city.

Senior Programs - This operational unit provides management and oversight for recreational opportunities for seniors in Auburn.

Public Works Garage - This operation runs the City Garage and ensures that the City Fleet is fully functional by providing a full mechanic staff and all aspects of fleet maintenance.

Street Department - 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.

Street Lighting - The Public Works Department is responsible for maintaining all City-owned street lights.

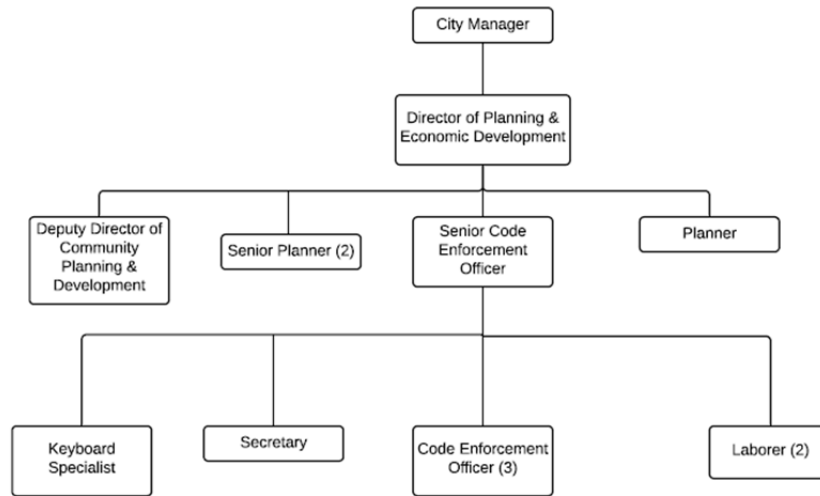
Parks Department - Services the City's 26 (approximately 105 acres) parks and playgrounds and installs new playground facilities and equipment as needed.

Refuse Collection - Refuse Collection 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.

Solid Waste Disposal - Disposal is responsible for the operation of the City's permitted solid waste landfill. The operation involves DEC compliance and establishing and maintaining customers for non-city waste disposal.

Municipal Parking - The Public Works Department is responsible for overseeing the City's Municipal Parking Garage, with responsibilities for operations and maintenance. Included in this is the maintenance involved with the street parking meters, parking lot kiosks and the parking garage's automated pay system.

City of Auburn, New York
2019-2020 Budget Year
Office of Planning & Economic Development



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 development resources and skills to promote economic opportunity, self-sufficiency and neighborhood revitalization throughout the community.

Organization Structures and Duties

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

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

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

downtown development and neighborhood improvements, and providing advice and counsel to a variety of community planning boards.

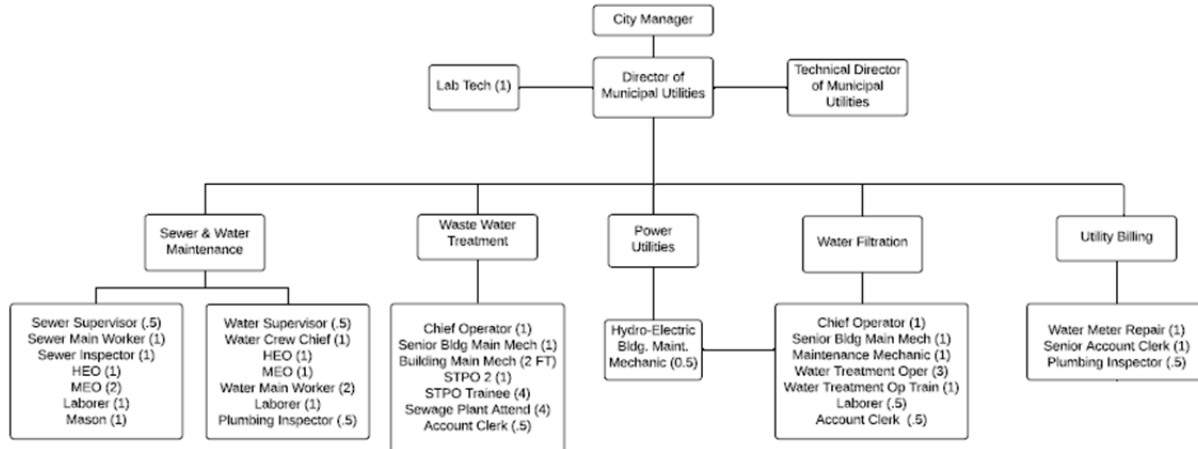
Community Development – Community Development encompasses all activities which have the goal of improving the quality of life for City residents, our community, and its neighborhoods. Specific duties include: producing the Community Development Block Grant (CDBG) Five Year Consolidated Planning Strategy and the related Annual Action Plans, overseeing the Housing Rehabilitation Program, coordinating the Neighborhood Facilities Improvement Program, overseeing Human Services funding and contract administration, and coordinating all CDBG funding.

Code Enforcement - 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, as well as address life and safety concerns in properties. 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 Property Clean-Up Crew to address trash, grass and snow violations.

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 a portion of staff costs incurred to maintain OPED, including staff time, supplies and fees for technical consultants.

**City of Auburn, New York
2019-20 Budget
Department Descriptions and Structures**

**City of Auburn, New York
2019-20 Budget Year
Department of Municipal Utilities**



Department of Municipal Utilities

The Department of Municipal Utilities conducts a variety of traditional government functions. These include water treatment and distribution, wastewater collection and treatment, utility billing, and hydro-electric power generation.

Water Department

The Auburn Water Department exists to serve our customers by providing a safe, reliable and aesthetically pleasing supply of fresh potable water, in an abundant amount, at adequate pressures to meet fire flow requirements, at the lowest possible cost.

Water Filtration Plant - The Water Filtration Plant consist of two primary filtration process, slow sand and rapid sand filtration. Staff works 24-7 to man the filtration plant, ensuring a qualified and Department of Health trained operator is always on duty to ensure safe, reliable drinking water to all City customers. In addition to the filtration plant, this department is responsible for running a certified laboratory, 2 remote pumping stations, management and oversight of 3 dams located in the City, and a reservoir with 10.25 million gallons in capacity.

Water Distribution - This operation maintains and repairs 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.

Water Department Functions and Responsibilities:

- Meet and/or exceed Federal, State and local guidelines as they apply to water
- 24 hour emergency water main repair

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

- Service connections and renewals
- Operation and maintenance of all storage and pumping facilities
- 24 hour operation and maintenance of treatment facilities
- Quarterly billings for Auburn residents and monthly billings for towns and businesses
- Cross connection control
- Meter installation and maintenance
- Maintain a long-range comprehensive master plan for our service areas to insure future service

Plumbing Inspection - This department is responsible for certification of all plumbing related work, requiring a permit, inside the City of Auburn. In addition to regular plumbing inspections, this department works closely with to ensure cross control, backflow inspection, and record retention of all sewer and water related upgrades in the City.

**City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures**

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.

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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. 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.

City of Auburn, New York
2019-20 Adopted Budget
Department Descriptions and Structures

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.

PERSONNEL SUMMARY

BARGAINING UNITS

Portions of the City’s workforce are represented by the following labor organizations:

- Civil Service Employees Association, Inc. Local 1000 AFSCME/AFL-CIO
 - City of Auburn Unit 6251-00
 - City of Auburn Professional & Administrative Unit 6251-02
- New York Finger Lakes Region Police Officers Local No. 195
- Auburn Professional Firefighters Local 1446, AFL-CIO
- City of Auburn Assistant Fire Chief’s Association Local 4021, AFL-CIO

Effective Dates of Current or Most Recent Agreements

<u>Labor Organization</u>	<u>Agreement Dates</u>
CSEA Local 1000 – Unit 6251-00	7/1/18 – 6/30/23
CSEA Professional & Administrative Unit 6251-02	7/1/19 – 6/30/24
New York Finger Lakes Region Police Officers Local No. 195	7/1/17 – 6/30/22
Auburn Professional Firefighters Local 1446	7/1/17 – 6/30/22
City of Auburn Assistant Fire Chief’s, Local 4021	7/1/17 – 6/30/22

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

SALARY SCHEUDLES

Senior Management Policy

For Fiscal Year Ended 6/30/20 (2.44% Inflation Factor)

	1	2	3	4	5	6	7	8	9	10
Department Heads										
Corporation Counsel	98,924	100,933	102,982	105,074	107,208	109,384	111,606	113,874	116,187	118,549
Comptroller	94,311	96,226	98,180	100,172	102,206	104,282	106,399	108,561	110,765	113,016
Superintendent of Public Works	84,685	86,403	88,156	89,944	91,770	93,632	95,532	97,472	99,451	101,470
Superintendent of Engineering	84,685	86,403	88,156	89,944	91,770	93,632	95,532	97,472	99,451	101,470
Director of Planning and Economic Development	84,685	86,403	88,156	89,944	91,770	93,632	95,532	97,472	99,451	101,470
Director of Municipal Utilities	84,685	86,403	88,156	89,944	91,770	93,632	95,532	97,472	99,451	101,470
City Clerk	64,292	65,594	66,923	68,278	69,661	71,072	72,512	73,981	75,481	77,011
Management and Professional Staff										
Assistant Corporation Counsel	79,894	81,515	83,167	84,854	86,575	88,332	90,124	91,953	93,819	95,723
Director of Capital Projects and Grants	79,894	81,515	83,167	84,854	86,575	88,332	90,124	91,953	93,819	95,723
Deputy Director of Community Planning and Development	75,580	77,113	78,676	80,271	81,899	83,559	85,255	86,984	88,749	90,552
Information Technology Systems Administrator	66,836	68,494	70,194	71,935	73,721	75,552	77,427	79,350	81,321	83,341
Assistant Comptroller	58,006	59,156	60,329	61,525	62,746	63,990	65,259	66,554	67,876	69,223
Management Support Staff										
Secretary to the City Manager	46,910	48,251	49,632	51,053	52,513	54,015	55,561	57,151	58,786	60,468
Secretary to the Corporation Counsel	45,315	46,611	47,944	49,315	50,726	52,177	53,670	55,206	56,786	58,409
Civil Service Clerk	41,262	42,441	43,656	44,905	46,189	47,511	48,870	50,269	51,706	53,186
Secretary to the Mayor	40,171	41,320	42,503	43,719	44,970	46,256	47,579	48,941	50,341	51,780

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

CSEA Professional & Administrative Unit 6251-02

Grade	Title	Hours/yrk	STEPS														
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
23	Assessor Treasurer	35	65,855	67,445	69,075	70,746	72,458	74,213	76,012	77,856	79,747	81,684	83,670	85,705	87,792	89,930	92,122
22	Planning & Econ Devel Prog. Manager	35	64,188	65,796	67,324	68,980	70,618	72,327	74,079	75,875	77,715	79,602	81,536	83,518	85,550	87,632	89,767
21	Assistant Civil Engineer	35	62,146	63,643	65,178	66,751	68,364	70,017	71,711	73,448	75,227	77,052	78,922	80,839	82,803	84,817	86,881
18	Junior Engineer	35	57,733	59,120	60,542	61,999	63,493	65,024	66,593	68,202	69,851	71,541	73,273	75,049	76,868	78,734	80,646
	Sanitation Supervisor																
	Water & Sewer Supervisor																
	Chief-WWTP Operator																
16	Chief-WTP Operator	40	61,273	62,749	64,261	65,811	67,400	69,029	70,699	72,410	74,164	75,962	77,804	79,693	81,629	83,614	85,648
15	Senior Planner	35	53,153	54,426	55,730	57,067	58,437	59,842	61,282	62,758	64,270	65,821	67,410	69,039	70,709	72,430	74,175
14	Senior Code Enforcement Officer	35	51,940	53,182	54,456	55,761	57,098	58,470	59,875	61,316	62,792	64,306	65,857	67,448	69,078	70,748	72,461
9	Real Property Appraiser	35	48,067	49,300	50,564	51,860	53,190	54,554	55,918	57,316	58,749	60,217	61,723	63,266	64,848	66,469	68,130
8	Office Systems & Training Coordinator	35	43,855	44,951	46,075	47,227	48,408	49,618	50,858	52,130	53,433	54,769	56,138	57,542	58,980	60,455	61,966
7	Parking Garage Supervisor	40	47,128	48,250	49,400	50,579	51,787	53,025	54,295	55,596	56,929	58,296	59,698	61,134	62,605	64,115	65,661
6	Community Development Planner	35	44,191	45,240	46,314	47,416	48,545	49,702	50,889	52,105	53,351	54,629	55,938	57,280	58,656	60,066	61,512
	Deputy City Clerk																
5	Secretary to the Director of Planning & ED	35	38,477	39,383	40,311	41,263	42,238	43,238	44,262	45,313	46,389	47,493	48,624	49,783	50,971	52,189	53,438

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

CSEA Big Unit 6251-00

35 Hour Employees - Annual

07/01/2019-06/30/2020 (\$1,300)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade	35 Hour Titles														
5/5A Motor Vehicle Operator, Clerk	30,220	31,057	31,909	32,784	33,685	34,611	35,565	36,545	37,553	38,591	39,658	40,754	41,883	43,044	44,238
6A Keyboard Specialist	31,008	31,858	32,732	33,632	34,556	35,507	36,486	37,493	38,529	39,594	40,690	41,816	42,975	44,168	45,394
8 Records Retention Clerk	32,963	33,869	34,801	35,759	36,746	37,759	38,803	39,876	40,979	42,114	43,282	44,483	45,718	46,989	48,296
9A Senior Clerk, Senior Keyboard Specialist	33,051	33,960	34,894	35,855	36,844	37,861	38,905	39,982	41,089	42,227	43,399	44,603	45,842	47,116	48,427
9 Account Clerk, Administrative Assistant, Cashier	33,734	34,662	35,616	36,598	37,609	38,647	39,715	40,815	41,945	43,108	44,304	45,534	46,800	48,102	49,440
10/10A RVP Coordinator, Account Clerk/Keyboard Specialist, Secretary	34,615	35,567	36,548	37,566	38,594	39,661	40,757	41,887	43,048	44,242	45,471	46,734	48,035	49,371	50,747
11 Engineering Helper, Property Inspection Technician	35,597	36,577	37,587	38,625	39,693	40,791	41,912	43,063	44,279	45,508	46,773	48,074	49,412	50,789	52,205
13 Registrar - Vital Statistics, Senior Account Clerk, Purchasing Assistant, Planning Assistant	37,886	38,933	40,010	41,117	42,257	43,429	44,634	45,873	47,148	48,460	49,809	51,197	52,625	54,094	55,603
14 Engineering Technician, Senior Account Clerk/Keyboard Specialist, Senior Payroll Clerk	39,175	40,258	41,373	42,519	43,699	44,912	46,159	47,443	48,764	50,121	51,518	52,955	54,433	55,953	57,516
15 Code Enforcement Officer	40,495	41,616	42,769	43,955	45,176	46,432	47,723	49,051	50,417	51,822	53,268	54,755	56,284	57,857	59,475
16 Senior Engineering Technician, Legal Assistant	41,829	42,988	44,181	45,408	46,670	47,968	49,303	50,676	52,089	53,542	55,037	56,574	58,156	59,782	61,455
17 Planner, Plumbing Inspector	43,447	44,653	45,894	47,170	48,482	49,832	51,221	52,648	54,117	55,628	57,183	58,782	60,426	62,117	63,858
18 Personnel Technician	45,088	46,341	47,630	48,955	50,319	51,721	53,164	54,647	56,173	57,744	59,358	61,020	62,728	64,485	66,293

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

40 Hour Employees – Annual

Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
07/01/2019-06/30/2020 (\$1,300)	40 hour Titles														
5	31,050	31,901	32,777	33,678	34,603	35,557	36,536	37,545	38,584	39,648	40,745	41,874	43,035	44,229	45,457
5B	34,548	35,493	36,467	37,467	38,497	39,556	40,645	41,765	42,918	44,103	45,323	46,576	47,866	49,193	50,558
8	33,786	34,719	35,672	36,655	37,667	38,707	39,777	40,878	42,011	43,176	44,374	45,607	46,874	48,177	49,519
9	34,556	35,507	36,486	37,493	38,528	39,593	40,689	41,816	42,974	44,168	45,393	46,655	47,953	49,287	50,661
6B	35,437	36,410	37,408	38,436	39,493	40,580	41,699	42,849	44,033	45,250	46,503	47,790	49,115	50,477	51,879
10	35,436	36,412	37,417	38,450	39,513	40,606	41,730	42,887	44,077	45,301	46,560	47,854	49,187	50,556	51,966
11	36,414	37,419	38,452	39,515	40,609	41,733	42,890	44,080	45,304	46,563	47,858	49,190	50,560	51,970	53,419
12/9B	37,773	38,811	39,879	40,977	42,107	43,269	44,464	45,694	46,959	48,260	49,599	50,975	52,391	53,847	55,346
9C	38,553	39,613	40,704	41,826	42,981	44,168	45,389	46,645	47,938	49,266	50,633	52,039	53,485	54,973	56,503
10B	39,559	40,648	41,769	42,932	44,137	45,326	46,580	47,871	49,198	50,563	51,967	53,410	54,897	56,425	57,997
13	38,702	39,772	40,873	42,005	43,170	44,367	45,599	46,867	48,171	49,512	50,892	52,310	53,770	55,270	56,815
13B	43,299	44,495	45,726	46,991	48,294	49,633	51,010	52,426	53,884	55,383	56,925	58,511	60,143	61,821	63,547
14	39,989	41,096	42,233	43,405	44,609	45,849	47,123	48,434	49,783	51,169	52,596	54,064	55,574	57,127	58,724
15	41,318	42,463	43,641	44,851	46,098	47,379	48,698	50,054	51,448	52,883	54,359	55,877	57,438	59,044	60,697
16	42,640	43,822	45,039	46,290	47,578	48,902	50,263	51,664	53,106	54,588	56,112	57,680	59,293	60,953	62,660
17	44,270	45,499	46,764	48,065	49,402	50,779	52,194	53,650	55,147	56,688	58,273	59,903	61,579	63,304	65,079
17B	49,654	51,032	52,450	53,908	55,408	56,951	58,538	60,170	61,848	63,575	65,352	67,179	69,058	70,991	72,980
18	45,907	47,183	48,495	49,846	51,235	52,664	54,133	55,644	57,199	58,798	60,444	62,136	63,876	65,667	67,508
19	47,545	48,868	50,229	51,629	53,069	54,550	56,074	57,640	59,252	60,911	62,616	64,370	66,174	68,031	69,940
21	51,353	52,785	54,258	55,773	57,332	58,935	60,583	62,279	64,024	65,819	67,665	69,563	71,517	73,525	75,591
22	53,534	55,028	56,566	58,148	59,773	61,446	63,167	64,937	66,758	68,630	70,557	72,539	74,576	76,673	78,829

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

New York Finger Lakes Region Police Officers Local No. 195

July 1, 2019 - June 30, 2020 (\$1,700 Flat Increase)								
STEPS	1	2	3	4	5	6	7	8
Police Officer	\$ 46,466	\$ 49,523	\$ 52,804	\$ 56,326	\$ 60,105	\$ 64,160	\$ 68,513	\$ 73,184
Police Officer (5/2)	\$ 46,696	\$ 49,773	\$ 53,069	\$ 56,610	\$ 60,409	\$ 64,487	\$ 68,864	\$ 73,560
Detective	\$ 48,812	\$ 52,029	\$ 55,482	\$ 59,188	\$ 63,165	\$ 67,433	\$ 72,014	\$ 76,929
Sergeant								\$ 80,502
Sergeant (5/2)								\$ 80,916
Lieutenant								\$ 83,430
Lieutenant 5/2								\$ 83,858
Captain								\$ 86,357
Deputy Police Chief								\$ 91,539
Police Chief								\$ 97,031

City of Auburn, New York
 2019-20 Adopted Budget
 Department Descriptions and Structures

City of Auburn Professional Firefighters Local 1446

July 1, 2019 - June 30, 2020 (\$1,500 Flat Increase)										
STEPS	A	B	C	D	E	F	G	H	I	J
Firefighter	\$ 36,814	\$ 41,028	\$ 43,134	\$ 46,219	\$ 49,663	\$ 53,391	\$ 57,412	\$ 61,755	\$ 66,578	\$ 68,684
Lieutenant							\$ 68,684	\$ 70,260	\$ 71,844	\$ 73,660
Captain							\$ 71,844	\$ 73,429	\$ 75,010	\$ 77,530

City of Auburn Assistant Fire Chief's, Local 4021

July 1, 2019 - June 30, 2020							
STEPS	1	2	3	4	5	6	8
Assistant Fire Chief	\$ 75,598	\$ 77,456	\$ 79,361	\$ 81,316	\$ 83,321	\$ 85,377	\$ 89,651

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1110	440		SERVICES	\$103,928
			A110 CITY COURT	\$103,928
A1210	110		SALARY AND WAGES	\$46,374
A1210	120		SICK INCENTIVE	\$0
A1210	130		TEMPORARY & PART TIME	\$47,181
A1210	412		OPERATING SUPPLIES	\$1,400
A1210	430		OTHER UTILITIES	\$4,510
A1210	440		SERVICES	\$7,500
A1210	459		SPECIAL PROJECTS	\$0
A1210	460		TRAVEL, TRAINING, PROF DEV	\$4,000
A1210	801		RETIREMENT-GENERAL	\$8,278
A1210	811		SOCIAL SECURITY & MEDICARE	\$7,157
A1210	821		WORKERS' COMP-PREMIUM	\$161
A1210	841		HEALTH INSURANCE	\$72,820
A1210	842		DENTAL INSURANCE	\$7,920
A1210	845		VISION COVERAGE-CSEA	\$1,752
			A1210 MAYOR & CITY COUNCIL	\$209,053
A1230	110		SALARY & WAGES	\$278,007
A1230	120		SICK INCENTIVE	\$0
A1230	130		TEMPORARY & PART TIME	\$30,000
A1230	210		FURNITURE & FIXTURES	\$200
A1230	220		OFFICE EQUIPMENT	\$200
A1230	409		SOFTWARE EXPENSES	\$600
A1230	412		OPERATING SUPPLIES	\$200
A1230	430		OTHER UTILITIES	\$540
A1230	440		SERVICES	\$2,200
A1230	445		MISCELLANEOUS BUSINESS EXPENSE	\$2,500
A1230	450		FEES	\$0
A1230	460		TRAVEL, TRAINING, PROF DEV	\$2,500
A1230	801		RETIREMENT-GENERAL	\$40,049
A1230	811		SOCIAL SECURITY & MEDICARE	\$23,677
A1230	821		WORKERS' COMP-PREMIUM	\$529
A1230	841		HEALTH INSURANCE	\$37,271
A1230	842		DENTAL INSURANCE	\$3,960
A1230	845		VISION COVERAGE-CSEA	\$879
			A1230 CITY MANAGER	\$423,312
A1305	110		SALARY & WAGES	\$557,188
A1305	120		SICK INCENTIVE	\$1,500
A1305	130		TEMPORARY & PART TIME	\$19,271
A1305	140		HOLIDAY PAY	\$500

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1305	150		OVERTIME	\$500
A1305	220		OFFICE EQUIPMENT	\$750
A1305	409		SOFTWARE EXPENSES	\$200
A1305	412		OPERATING SUPPLIES	\$6,000
A1305	430		OTHER UTILITIES	\$1,080
A1305	440		SERVICES	\$2,800
A1305	450		FEEES	\$4,500
A1305	451		CONSULTING FEES	\$35,750
A1305	460		TRAVEL, TRAINING, PROF DEV	\$10,500
A1305	801		RETIREMENT-GENERAL	\$81,494
A1305	811		SOCIAL SECURITY & MEDICARE	\$44,329
A1305	821		WORKERS' COMP-PREMIUM	\$980
A1305	841		HEALTH INSURANCE	\$110,553
A1305	842		DENTAL INSURANCE	\$11,880
A1305	845		VISION COVERAGE-CSEA	\$2,486
A1305 FINANCE DEPARTMENT				<u>\$892,261</u>
A1355	110		SALARY & WAGES	\$200,224
A1355	120		SICK INCENTIVE	\$350
A1355	150		OVERTIME	\$5,000
A1355	220		OFFICE EQUIPMENT	\$300
A1355	412		OPERATING SUPPLIES	\$300
A1355	430		OTHER UTILITIES	\$1,600
A1355	440		SERVICES	\$1,350
A1355	450		FEEES	\$9,000
A1355	451		CONSULTING FEES	\$0
A1355	460		TRAVEL, TRAINING, PROF DEV	\$750
A1355	481		FUEL	\$1,500
A1355	482		VEHICLE MAINT/REPAIRS	\$500
A1355	801		RETIREMENT-GENERAL	\$30,395
A1355	811		SOCIAL SECURITY & MEDICARE	\$15,585
A1355	821		WORKERS' COMP-PREMIUM	\$18,657
A1355	841		HEALTH INSURANCE	\$39,373
A1355	842		DENTAL INSURANCE	\$3,960
A1355	845		VISION COVERAGE-CSEA	\$876
A1355 ASSESSMENT				<u>\$329,720</u>
A1364	430		OTHER UTILITIES	\$2,000
A1364	440		SERVICES	\$15,000
A1364 EXPENSES ON PROP ACQUIRED				<u>\$17,000</u>
A1410	110		SALARY & WAGES	\$179,218
A1410	120		SICK INCENTIVE	\$350
A1410	130		TEMPORARY & PART TIME	\$3,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1410	150		OVERTIME	\$0
A1410	409		SOFTWARE EXPENSES	\$10,000
A1410	412		OPERATING SUPPLIES	\$2,500
A1410	430		OTHER UTILITIES	\$1,000
A1410	440		SERVICES	\$55,000
A1410	460		TRAVEL, TRAINING, PROF DEV	\$1,500
A1410	801		RETIREMENT-GENERAL	\$23,595
A1410	811		SOCIAL SECURITY & MEDICARE	\$13,748
A1410	821		WORKERS' COMP-PREMIUM	\$308
A1410	841		HEALTH INSURANCE	\$35,661
A1410	842		DENTAL INSURANCE	\$3,960
A1410	845		VISION COVERAGE-CSEA	\$759
			A1410 CITY CLERK	\$330,599
A1420	110		SALARY & WAGES	\$251,691
A1420	130		TEMPORARY & PART TIME	\$0
A1420	210		FURNITURE & FIXTURES	\$500
A1420	220		OFFICE EQUIPMENT	\$600
A1420	412		OPERATING SUPPLIES	\$1,000
A1420	430		OTHER UTILITIES	\$1,080
A1420	440		SERVICES	\$1,200
A1420	450		FEES	\$3,000
A1420	451		CONSULTING FEES	\$25,000
A1420	460		TRAVEL, TRAINING, PROF DEV	\$3,000
A1420	801		RETIREMENT-GENERAL	\$27,282
A1420	811		SOCIAL SECURITY & MEDICARE	\$19,254
A1420	821		WORKERS' COMP-PREMIUM	\$432
A1420	841		HEALTH INSURANCE	\$17,239
A1420	842		DENTAL INSURANCE	\$3,800
A1420	845		VISION COVERAGE-CSEA	\$876
			A1420 CORPORATION COUNSEL	\$355,954
A1430	110		SALARY & WAGES	\$48,960
A1430	120		SICK INCENTIVE	\$0
A1430	130		TEMPORARY & PART TIME	\$9,900
A1430	150		OVERTIME	\$0
A1430	412		OPERATING SUPPLIES	\$650
A1430	440		SERVICES	\$31,350
A1430	450		FEES	\$300
A1430	460		TRAVEL, TRAINING, PROF DEV	\$2,500
A1430	801		RETIREMENT-GENERAL	\$5,596
A1430	811		SOCIAL SECURITY & MEDICARE	\$4,579
A1430	821		WORKERS' COMP-PREMIUM	\$101
A1430	841		HEALTH INSURANCE	\$15,228

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1430	842		DENTAL INSURANCE	\$1,320
A1430	845		VISION COVERAGE-CSEA	\$292
			A1430 CIVIL SERVICE	\$120,776
A1435	110		SALARY & WAGES	\$45,000
A1435	801		RETIREMENT - GENERAL	\$4,185
A1435	811		SOCIAL SECURITY & MEDICARE	\$3,443
A1435	821		WORKERS' COMP - PREMIUM	\$77
A1435	841		HEALTH INSURANCE	\$6,376
A1435	842		DENTAL INSURANCE	\$1,320
A1435	845		VISION COVERAGE - CSEA	\$292
			A1435 HUMAN RESOURCES	\$60,693
A1440	110		SALARY & WAGES	\$424,770
A1440	120		SICK INCENTIVE	\$1,000
A1440	130		TEMPORARY & PART TIME	\$48,800
A1440	140		HOLIDAY PAY	\$2,000
A1440	150		OVERTIME	\$12,500
A1440	210		FURNITURE & FIXTURES	\$600
A1440	220		OFFICE EQUIPMENT	\$6,500
A1440	230		VEHICLES	\$0
A1440	250		OTHER EQUIPMENT	\$4,000
A1440	408		GIS SOFTWARE EXP	\$2,000
A1440	409		SOFTWARE EXPENSES	\$2,900
A1440	412		OPERATING SUPPLIES	\$5,000
A1440	430		OTHER UTILITIES	\$3,000
A1440	440		SERVICES	\$3,500
A1440	450		FEES	\$675
A1440	451		CONSULTING FEES	\$10,000
A1440	460		TRAVEL, TRAINING, PROF DEV	\$1,500
A1440	481		FUEL	\$1,500
A1440	482		VEHICLE MAINT/REPAIRS	\$1,500
A1440	801		RETIREMENT-GENERAL	\$62,263
A1440	811		SOCIAL SECURITY & MEDICARE	\$36,320
A1440	821		WORKERS' COMP-PREMIUM	\$38,905
A1440	841		HEALTH INSURANCE	\$55,358
A1440	842		DENTAL INSURANCE	\$7,920
A1440	845		VISION COVERAGE-CSEA	\$1,693
			A1440 ENGINEERING	\$734,204
A1450	450		FEES	\$30,000
			A1450 BOARD OF ELECTIONS	\$30,000
A1620	110		SALARY & WAGES	\$60,024
A1620	120		SICK INCENTIVE	\$350

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1620	130		TEMPORARY & PART TIME	\$52,521
A1620	140		HOLIDAY PAY	\$1,000
A1620	150		OVERTIME	\$7,000
A1620	210		FURNITURE & FIXTURES	\$1,500
A1620	220		OFFICE EQUIPMENT	\$500
A1620	250		OTHER EQUIPMENT	\$3,000
A1620	409		SOFTWARE EXPENSES	\$0
A1620	411		OFFICE SUPPLIES	\$200
A1620	412		OPERATING SUPPLIES	\$40,000
A1620	420		GAS	\$1,000
A1620	425		ELECTRIC	\$25,000
A1620	430		TELEPHONE & OTHER UTILITIES	\$500
A1620	440		SERVICES	\$40,000
A1620	481		FUEL	\$1,000
A1620	482		VEHICLE MAINT/REPAIRS	\$750
A1620	801		RETIREMENT-GENERAL	\$16,938
A1620	811		SOCIAL SECURITY & MEDICARE	\$9,145
A1620	821		WORKERS' COMP-PREMIUM	\$7,819
A1620	841		HEALTH INSURANCE	\$21,223
A1620	842		DENTAL INSURANCE	\$1,320
A1620	845		VISION COVERAGE-CSEA	\$438
			A1620 BUILDINGS	\$291,228
A1621	130		TEMPORARY & PART TIME	\$0
A1621	412		OPERATING SUPPLIES	\$5,000
A1621	420		GAS	\$0
A1621	425		ELECTRIC	\$15,000
A1621	430		OTHER UTILITIES	\$2,500
A1621	440		SERVICES	\$140,000
A1621	801		RETIREMENT-GENERAL	\$0
A1621	811		SOCIAL SECURITY & MEDICARE	\$0
A1621	821		WORKERS' COMP-PREMIUM	\$0
			A1621 EQUAL RIGHTS HERITAGE CENTER	\$162,500
A1640	110		SALARY & WAGES	\$161,041
A1640	120		SICK INCENTIVE	\$400
A1640	130		TEMPORARY & PART TIME	\$0
A1640	140		HOLIDAY PAY	\$500
A1640	150		OVERTIME	\$8,000
A1640	210		FURNITURE & FIXTURES	\$500
A1640	220		OFFICE EQUIPMENT	\$1,000
A1640	230		VEHICLES	\$0
A1640	250		OTHER EQUIPMENT	\$0
A1640	412		OPERATING SUPPLIES	\$25,000
A1640	420		GAS	\$12,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1640	425		ELECTRIC	\$10,000
A1640	430		TELEPHONE & OTHER UTILITIES	\$7,500
A1640	440		SERVICES	\$8,000
A1640	460		TRAVEL, TRAINING, PROF DEV	\$1,000
A1640	481		FUEL	\$3,000
A1640	482		VEHICLE MAINT/REPAIRS	\$1,000
A1640	801		RETIREMENT-GENERAL	\$26,851
A1640	811		SOCIAL SECURITY & MEDICARE	\$13,153
A1640	821		WORKERS' COMP-PREMIUM	\$9,377
A1640	841		HEALTH INSURANCE	\$51,679
A1640	842		DENTAL INSURANCE	\$3,960
A1640	845		VISION COVERAGE-CSEA	\$642
			A1640 PUBLIC WORKS GARAGE	\$344,603
A1670	110		SALARIES & LONGEVITY	\$80,554
A1670	130		TEMPORARY & PART TIME	\$40,000
A1670	150		OVERTIME	\$0
A1670	220		OFFICE EQUIPMENT	\$15,000
A1670	250		OTHER EQUIPMENT	\$28,157
A1670	408		GIS SOFTWARE EXP	\$0
A1670	409		SOFTWARE EXPENSES	\$15,000
A1670	411		OFFICE SUPPLIES	\$30,000
A1670	412		OPERATING SUPPLIES	\$4,000
A1670	416		CABLE FRANCHISE	\$47,000
A1670	430		TELEPHONE & OTHER UTILITIES	\$40,600
A1670	440		SERVICES	\$130,790
A1670	449		RADIO TOWER EXPENSES	\$1,500
A1670	460		TRAVEL, TRAINING, PROF DEV	\$1,000
A1670	490		POSTAGE	\$33,000
A1670	491		EMPLOYEE WELLNESS PROGRAM	\$10,000
A1670	801		RETIREMENT-GENERAL	\$18,977
A1670	811		SOCIAL SECURITY & MEDICARE	\$9,222
A1670	821		WORKERS' COMP-PREMIUM	\$205
A1670	841		HEALTH INSURANCE	\$15,066
A1670	842		DENTAL INSURANCE	\$1,980
A1670	845		VISION COVERAGE-CSEA	\$438
			A1670 CENTRAL SERVICES	\$522,489
A1910	441		LIABILITY INSURANCE	\$280,000
			A1910 UNALLOCATED INSURANCE	\$280,000
A1911	100		UNALLOCATED SALARIES	\$100,000
A1911	801		RETIREMENT-GENERAL	\$15,000
			A1911 UNALLOCATED SALARIES/BENEFITS	\$115,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A1920	452		MUNICIPAL ASSOCIATION DUES	\$10,000
			A1920 MUNICIPAL ASSOCIATION DUES	\$10,000
A1930	453		JUDGMENTS & SETTLEMENTS	\$30,000
			A1930 JUDGMENTS & SETTLEMENTS	\$30,000
A1990	455		CONTINGENY	\$80,000
			A1990 CONTINGENCY	\$80,000
A3120	110		SALARY & WAGES	\$5,028,196
A3120	120		SICK INCENTIVE	\$45,000
A3120	121		Longevity Payout	\$35,000
A3120	123		PERSONAL PAYOUT	\$6,000
A3120	130		TEMPORARY & PART TIME	\$143,258
A3120	140		HOLIDAY PAY	\$175,000
A3120	150		OT - OPERATIONAL	\$535,844
A3120	166		SHIFT DIFFERENTIAL 4P-12A	\$32,000
A3120	167		SHIFT DIFFERENTIAL 12A-8A	\$28,000
A3120	170		UNIFORM ALLOWANCE	\$35,000
A3120	210		FURNITURE & FIXTURES	\$2,000
A3120	220		OFFICE EQUIPMENT	\$3,000
A3120	230		VEHICLES	\$163,600
A3120	250		OTHER EQUIPMENT	\$18,615
A3120	400		JANITORIAL SUPPLIES	\$3,700
A3120	409		SOFTWARE EXPENSES	\$71,008
A3120	412		OPERATING SUPPLIES	\$96,300
A3120	412	DARE	OPERATING SUPPLIES - DARE	\$0
A3120	420		GAS	\$3,000
A3120	425		ELECTRIC	\$22,000
A3120	430		TELEPHONE & OTHER UTILITIES	\$35,000
A3120	440		SERVICES	\$38,800
A3120	440	JO	APD WEIGHT ROOM	\$0
A3120	440	NNO	SERVICES	\$1,500
A3120	440	OVW	OVV CONTRACTS	\$0
A3120	450		FEES	\$1,200
A3120	451		CONSULTING FEES	\$16,200
A3120	457		POLICE-SPECIAL OPERATIONS FUND	\$20,000
A3120	460		TRAVEL, TRAINING, PROF DEV	\$34,000
A3120	481		FUEL	\$60,000
A3120	482		VEHICLE MAINT/REPAIRS	\$52,750
A3120	801		RETIREMENT-GENERAL	\$84,675
A3120	802		RETIREMENT POLICE	\$1,184,625
A3120	811		SOCIAL SECURITY & MEDICARE	\$394,392

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A3120	821		WORKERS' COMP-CSEA PREMIUM	\$1,122
A3120	823		207(c) COSTS - POLICE	\$12,000
A3120	841		HEALTH INSURANCE	\$902,392
A3120	842		DENTAL INSURANCE	\$60,197
A3120	843		VISION COVERAGE-POLICE	\$9,750
A3120	845		VISION COVERAGE-CSEA	\$1,839
			A3120 POLICE	<u>\$9,356,963</u>
A3310	110		SALARY & WAGES	\$52,771
A3310	120		SICK INCENTIVE	\$250
A3310	140		HOLIDAY PAY	\$0
A3310	150		OVERTIME	\$1,000
A3310	250		OTHER EQUIPMENT	\$35,000
A3310	412		OPERATING SUPPLIES	\$5,000
A3310	425		ELECTRIC	\$400,000
A3310	430		TELEPHONE & OTHER UTILITIES	\$750
A3310	440		SERVICES	\$10,000
A3310	460		TRAVEL, TRAINING, PROF DEV	\$500
A3310	481		FUEL	\$1,500
A3310	482		VEHICLE MAINT/REPAIRS	\$2,500
A3310	801		RETIREMENT-GENERAL	\$8,338
A3310	811		SOCIAL SECURITY & MEDICARE	\$4,133
A3310	821		WORKERS' COMP-PREMIUM	\$2,912
A3310	841		HEALTH INSURANCE	\$21,223
A3310	842		DENTAL INSURANCE	\$1,320
A3310	845		VISION COVERAGE-CSEA	\$292
			A3310 SIGNAL MAINT & STREET LIGHTING	<u>\$547,489</u>
A3410	110		SALARY & WAGES	\$4,829,423
A3410	120		EMT CERTIFICATION	\$56,000
A3410	121		Longevity Payout	\$0
A3410	122		LINEUP STIPEND	\$92,400
A3410	123		PERSONAL PAYOUT	\$0
A3410	130		TEMPORARY & PART TIME	\$5,000
A3410	140		HOLIDAY PAY	\$205,000
A3410	160		OVERTIME - CONTRACTUAL	\$150,000
A3410	162		OVERTIME EMERGENCY	\$40,000
A3410	164		OVERTIME TRAINING	\$40,000
A3410	170		UNIFORM ALLOWANCE	\$31,500
A3410	210		FURNITURE & FIXTURES	\$2,820
A3410	220		OFFICE EQUIPMENT	\$2,360
A3410	230		VEHICLES	\$0
A3410	250		OTHER EQUIPMENT	\$50,970
A3410	400		JANITORIAL SUPPLIES	\$3,500

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A3410	409		SOFTWARE EXPENSES	\$6,000
A3410	411		OFFICE SUPPLIES	\$1,200
A3410	412		OPERATING SUPPLIES	\$40,554
A3410	413		FIRE-CHILD SAFETY PROGRAM	\$2,500
A3410	420		GAS	\$7,000
A3410	425		ELECTRIC	\$24,500
A3410	430		TELEPHONE & OTHER UTILITIES	\$12,000
A3410	440		SERVICES	\$80,000
A3410	450		FEES	\$2,645
A3410	451		CONSULTING FEES	\$7,500
A3410	460		TRAVEL, TRAINING, PROF DEV	\$25,000
A3410	481		FUEL	\$26,000
A3410	482		VEHICLE MAINT/REPAIRS	\$90,000
A3410	800		SUPPLEMENTAL BEN-DISABL FIRE	\$115,200
A3410	801		RETIREMENT-GENERAL	\$8,792
A3410	803		RETIREMENT FIRE	\$1,232,783
A3410	811		SOCIAL SECURITY & MEDICARE	\$425,178
A3410	821		WORKERS' COMP-CSEA PREMIUM	\$123
A3410	824		207(a) COSTS - FIRE	\$30,000
A3410	841		HEALTH INSURANCE	\$962,113
A3410	842		DENTAL INSURANCE	\$49,555
A3410	844		VISION COVERAGE-FIRE	\$10,350
A3410	845		VISION COVERAGE-CSEA	\$584
			A3410 FIRE	<u>\$8,668,550</u>
A3510	440		SERVICES	\$46,000
			A3510 ANIMAL CONTROL	<u>\$46,000</u>
A3620	110		SALARY & WAGES	\$394,059
A3620	120		SICK INCENTIVE	\$1,000
A3620	130		TEMPORARY & PART TIME	\$0
A3620	140		HOLIDAY PAY	\$1,000
A3620	150		OVERTIME	\$25,000
A3620	210		FURNITURE & FIXTURES	\$500
A3620	220		OFFICE EQUIPMENT	\$3,250
A3620	230		VEHICLES	\$0
A3620	250		OTHER EQUIPMENT	\$5,000
A3620	409		SOFTWARE EXPENSES	\$84,800
A3620	412		OPERATING SUPPLIES	\$1,500
A3620	430		OTHER UTILITIES	\$2,900
A3620	440		SERVICES	\$6,000
A3620	450		FEES	\$470
A3620	451		CONSULTING FEES	\$5,000
A3620	456		DEMOLITION OF UNSAFE BLDGS	\$50,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A3620	460		TRAVEL, TRAINING,PROF DEV	\$3,500
A3620	481		FUEL	\$4,000
A3620	482		VEHICLE MAINT/REPAIRS	\$4,000
A3620	801		RETIREMENT-GENERAL	\$57,132
A3620	811		SOCIAL SECURITY & MEDICARE	\$30,222
A3620	821		WORKERS' COMP-PREMIUM	\$37,086
A3620	841		HEALTH INSURANCE	\$59,489
A3620	842		DENTAL INSURANCE	\$10,560
A3620	845		VISION COVERAGE-CSEA	\$1,751
A3620 CODE ENFORCEMENT				\$788,219
A5010	110		SALARY & WAGES	\$208,794
A5010	120		SICK INCENTIVE	\$400
A5010	130		TEMPORARY & PART TIME	\$1,000
A5010	150		OVERTIME	\$500
A5010	411		OFFICE SUPPLIES	\$500
A5010	412		OPERATING SUPPLIES	\$500
A5010	430		OTHER UTILITIES	\$500
A5010	451		CONSULTING FEES	\$500
A5010	460		TRAVEL, TRAINING,PROF DEV	\$500
A5010	481		FUEL	\$1,250
A5010	801		RETIREMENT-GENERAL	\$31,915
A5010	811		SOCIAL SECURITY & MEDICARE	\$16,195
A5010	821		WORKERS' COMP-PREMIUM	\$462
A5010	841		HEALTH INSURANCE	\$33,706
A5010	842		DENTAL INSURANCE	\$3,960
A5010	845		VISION COVERAGE-CSEA	\$642
A5010 PUBLIC WORKS ADMINISTRATION				\$301,324
A5110	110		SALARY & WAGES	\$480,364
A5110	120		SICK INCENTIVE	\$1,200
A5110	130		TEMPORARY & PART TIME	\$30,000
A5110	140		HOLIDAY PAY	\$2,500
A5110	150		OVERTIME	\$15,000
A5110	412		OPERATING SUPPLIES	\$75,000
A5110	430		OTHER UTILITIES	\$1,000
A5110	440		SERVICES	\$15,000
A5110	460		TRAVEL, TRAINING,PROF DEV	\$2,000
A5110	481		FUEL	\$45,000
A5110	482		VEHICLE MAINT/REPAIRS	\$45,000
A5110	801		RETIREMENT-GENERAL	\$78,800
A5110	811		SOCIAL SECURITY & MEDICARE	\$40,020
A5110	821		WORKERS' COMP-PREMIUM	\$125,334
A5110	841		HEALTH INSURANCE	\$134,674

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A5110	842		DENTAL INSURANCE	\$11,880
A5110	845		VISION COVERAGE-CSEA	\$2,044
			A5110 STREET MAINTENANCE	\$1,104,816
A5142	150		OVERTIME	\$35,000
A5142	250		OTHER EQUIPMENT	\$30,000
A5142	412		OPERATING SUPPLIES	\$200,000
A5142	440		SERVICES	\$2,500
A5142	481		FUEL	\$0
A5142	482		VEHICLE MAINT/REPAIRS	\$5,500
A5142	801		RETIREMENT-GENERAL	\$5,436
A5142	811		SOCIAL SECURITY & MEDICARE	\$2,678
A5142	821		WORKERS' COMP-PREMIUM	\$7,000
			A5120 SNOW REMOVAL	\$288,114
A5651	110		SALARY & WAGES	\$37,579
A5651	120		SICK INCENTIVE	\$0
A5651	130		TEMPORARY & PART TIME	\$0
A5651	140		HOLIDAY PAY	\$1,000
A5651	150		OVERTIME	\$500
A5651	250		OTHER EQUIPMENT	\$5,000
A5651	412		OPERATING SUPPLIES	\$25,000
A5651	425		ELECTRIC	\$20,000
A5651	430		TELEPHONE & OTHER UTILITIES	\$3,500
A5651	440		SERVICES	\$30,000
A5651	481		FUEL	\$1,500
A5651	482		VEHICLE MAINT/REPAIRS	\$1,000
A5651	801		RETIREMENT-GENERAL	\$4,832
A5651	811		SOCIAL SECURITY & MEDICARE	\$3,975
A5651	821		WORKERS' COMP-PREMIUM	\$230
A5651	841		HEALTH INSURANCE	\$21,223
A5651	842		DENTAL INSURANCE	\$1,320
A5651	845		VISION COVERAGE-CSEA	\$175
			A5651 MUNICIAPL PARKING	\$156,834
A6410	414		AUBURN BEAUTIFICATION COMM	\$5,000
A6410	458		DOWNTOWN BEAUTIFICATION	\$45,000
			A6410 CITY BEAUTIFICATION	\$50,000
A7030	417		HUMAN RIGHT COMMISSION-GRANT	\$15,000
A7030	443		HISTORIC SITES/TOURISM	\$30,000
			A7030 ARTS & CULTURAL ORGANIZATION	\$45,000
A7110	110		SALARY & WAGES	\$446,285

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A7110	120		SICK INCENTIVE	\$1,200
A7110	130		TEMPORARY & PART TIME	\$30,000
A7110	140		HOLIDAY PAY	\$2,000
A7110	150		OVERTIME	\$18,000
A7110	250		OTHER EQUIPMENT	\$15,000
A7110	412		OPERATING SUPPLIES	\$70,000
A7110	420		GAS	\$4,000
A7110	425		ELECTRIC	\$12,000
A7110	430		TELEPHONE & OTHER UTILITIES	\$4,000
A7110	440		SERVICES	\$40,000
A7110	450		FEES	\$8,000
A7110	460		TRAVEL, TRAINING, PROF DEV	\$2,000
A7110	481		FUEL	\$25,000
A7110	482		VEHICLE MAINT/REPAIRS	\$15,000
A7110	801		RETIREMENT-GENERAL	\$74,830
A7110	811		SOCIAL SECURITY & MEDICARE	\$38,325
A7110	821		WORKERS' COMP-PREMIUM	\$22,724
A7110	841		HEALTH INSURANCE	\$116,247
A7110	842		DENTAL INSURANCE	\$10,890
A7110	845		VISION COVERAGE-CSEA	\$2,029
A7110 PARKS DEPARTMENT				<u>\$957,530</u>
A7143	110		SALARY & WAGES	\$39,231
A7143	120		SICK INCENTIVE	\$250
A7143	130		TEMPORARY & PART TIME	\$50,000
A7143	140		HOLIDAY PAY	\$1,000
A7143	150		OVERTIME	\$8,000
A7143	250		OTHER EQUIPMENT	\$13,000
A7143	412		OPERATING SUPPLIES	\$45,000
A7143	420		GAS	\$15,000
A7143	425		ELECTRIC	\$40,000
A7143	430		TELEPHONE & OTHER UTILITIES	\$25,000
A7143	440		SERVICES	\$65,000
A7143	450		FEES	\$500
A7143	460		TRAVEL, TRAINING, PROF DEV	\$1,000
A7143	481		FUEL	\$2,000
A7143	482		VEHICLE MAINT/REPAIRS	\$500
A7143	801		RETIREMENT-GENERAL	\$13,010
A7143	811		SOCIAL SECURITY & MEDICARE	\$7,534
A7143	821		WORKERS' COMP-PREMIUM	\$4,498
A7143	841		HEALTH INSURANCE	\$6,876
A7143	842		DENTAL INSURANCE	\$1,320
A7143	845		VISION COVERAGE-CSEA	\$175
A7143 CASEY PARK				<u>\$338,894</u>

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A7210	110		SALARY & WAGES	\$96,872
A7210	120		SICK INCENTIVE	\$200
A7210	130		TEMPORARY & PART TIME	\$15,000
A7210	140		HOLIDAY PAY	\$500
A7210	150		OVERTIME	\$20,000
A7210	250		OTHER EQUIPMENT	\$10,000
A7210	412		OPERATING SUPPLIES	\$25,000
A7210	420		GAS	\$6,000
A7210	425		ELECTRIC	\$20,000
A7210	430		TELEPHONE & OTHER UTILITIES	\$15,000
A7210	440		SERVICES	\$30,000
A7210	801		RETIREMENT-GENERAL	\$12,863
A7210	811		SOCIAL SECURITY & MEDICARE	\$7,411
A7210	821		WORKERS' COMP-PREMIUM	\$4,425
A7210	841		HEALTH INSURANCE	\$21,604
A7210	842		DENTAL INSURANCE	\$2,640
A7210	845		VISION COVERAGE-CSEA	\$350
			A7210 FALCON PARK	\$287,865
A7270	412		OPERATING SUPPLIES	\$25,000
A7270	425		ELECTRIC	\$1,000
A7270	440		SERVICES	\$25,000
A7270	450		FEES	\$25,000
			A7270 SPECIAL EVENTS	\$76,000
A7610	110		SALARY & WAGES	\$52,941
A7610	120		SICK INCENTIVE	\$200
A7610	130		TEMPORARY & PART TIME	\$37,500
A7610	150		OVERTIME	\$500
A7610	220		OFFICE EQUIPMENT	\$500
A7610	411		OFFICE SUPPLIES	\$1,000
A7610	412		OPERATING SUPPLIES	\$1,000
A7610	420		GAS	\$3,500
A7610	425		ELECTRIC	\$3,500
A7610	430		TELEPHONE & OTHER UTILITIES	\$5,200
A7610	440		SERVICES	\$14,250
A7610	441		LIABILITY INSURANCE	\$2,750
A7610	450		FEES	\$4,000
A7610	460		TRAVEL, TRAINING, PROF DEV	\$2,100
A7610	481		FUEL	\$250
A7610	482		VEHICLE MAINT/REPAIRS	\$0
A7610	801		RETIREMENT-GENERAL	\$8,365
A7610	811		SOCIAL SECURITY & MEDICARE	\$6,919

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A7610	821		WORKERS' COMP-PREMIUM	\$4,131
A7610	841		HEALTH INSURANCE	\$9,239
A7610	842		DENTAL INSURANCE	\$1,320
A7610	845		VISION COVERAGE-CSEA	\$438
			A7610 SENIOR PROGRAMS	\$159,603
A8010	130		TEMPORARY & PART TIME	\$0
A8010	150		OVERTIME	\$900
A8010	811		SOCIAL SECURITY & MEDICARE	\$69
A8010	821		WORKERS' COMP-PREMIUM	\$50
			A8010 ZONING BOARD	\$1,019
A8020	110		SALARY & WAGES	\$379,675
A8020	120		SICK INCENTIVE	\$1,000
A8020	130		TEMPORARY & PART TIME	\$6,608
A8020	140		HOLIDAY PAY	\$300
A8020	150		OVERTIME	\$1,000
A8020	210		FURNITURE & FIXTURES	\$500
A8020	220		OFFICE EQUIPMENT	\$500
A8020	409		SOFTWARE EXPENSES	\$2,100
A8020	412		OPERATING SUPPLIES	\$300
A8020	430		OTHER UTILITIES	\$420
A8020	440		SERVICES	\$6,200
A8020	450		FEES	\$330
A8020	451		CONSULTING FEES	\$5,500
A8020	459		SPECIAL PROJECTS	\$35,000
A8020	460		TRAVEL, TRAINING, PROF DEV	\$3,740
A8020	801		RETIREMENT-GENERAL	\$57,802
A8020	811		SOCIAL SECURITY & MEDICARE	\$29,665
A8020	821		WORKERS' COMP-PREMIUM	\$663
A8020	841		HEALTH INSURANCE	\$46,925
A8020	842		DENTAL INSURANCE	\$6,600
A8020	845		VISION COVERAGE-CSEA	\$1,431
			A8020 PLANNING	\$586,259
A8560	110		SALARY & WAGES	\$47,010
A8560	120		SICK INCENTIVE	\$200
A8560	140		HOLIDAY PAY	\$500
A8560	150		OVERTIME	\$3,000
A8560	250		OTHER EQUIPMENT	\$1,000
A8560	412		OPERATING SUPPLIES	\$10,000
A8560	430		OTHER UTILITIES	\$0
A8560	440		SERVICES	\$15,000
A8560	460		TRAVEL, TRAINING, PROF DEV	\$1,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A8560	481		FUEL	\$2,000
A8560	482		VEHICLE MAINT/REPAIRS	\$3,000
A8560	801		RETIREMENT-GENERAL	\$4,957
A8560	811		SOCIAL SECURITY & MEDICARE	\$3,879
A8560	821		WORKERS' COMP-PREMIUM	\$4,618
A8560	841		HEALTH INSURANCE	\$15,228
A8560	842		DENTAL INSURANCE	\$1,320
A8560	845		VISION COVERAGE-CSEA	\$175
			A8560 URBAN FORESTRY	<u>\$112,887</u>
A8810	110		SALARY & WAGES	\$42,335
A8810	140		HOLIDAY PAY	\$350
A8810	150		OVERTIME	\$500
A8810	250		OTHER EQUIPMENT	\$500
A8810	412		OPERATING SUPPLIES	\$1,000
A8810	420		GAS	\$2,000
A8810	425		ELECTRIC	\$750
A8810	430		OTHER UTILITIES	\$400
A8810	440		SERVICES	\$1,000
A8810	482		VEHICLE MAINT/REPAIRS	\$500
A8810	801		RETIREMENT-GENERAL	\$6,689
A8810	811		SOCIAL SECURITY & MEDICARE	\$3,239
A8810	821		WORKERS' COMP-PREMIUM	\$1,934
A8810	841		HEALTH INSURANCE	\$6,929
A8810	842		DENTAL INSURANCE	\$990
A8810	845		VISION COVERAGE-CSEA	\$131
			A8810 CEMETERY MAINTENANCE	<u>\$69,247</u>
A9050	831		UNEMPLOYMENT INSURANCE	\$22,000
			A9050 UNEMPLOYMENT INSURANCE	<u>\$22,000</u>
A9060	841		HEALTH INSURANCE	\$2,650,000
			A9060 HEALTH INSURANCE	<u>\$2,650,000</u>
A9710	690		PRINCIPAL	\$2,083,666
A9710	790		INTEREST	\$342,236
A9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$30,000
			A9710 DEBT SERVICE	<u>\$2,455,902</u>
A9730	690		PRINCIPAL	\$465,400
A9730	790		INTEREST	\$316,336
A9730	895		SERIAL BONDS-DEBT ADMINISTRATI	\$10,000
			A9730 BOND ANTICIPATION NOTES	<u>\$791,736</u>

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A9785	690		PRINCIPAL	\$123,232
A9785	790		INTEREST	\$21,717
A9785 INSTALLMENT PURCHASES				\$144,949
A9812	901		TRANS OTHER/FNDS/SOL WSTE/DISP	\$50,000
A9812	904		TRANSFER OTHER FUNDS-CAPITAL	\$0
A9812	918		TRANSFER TO POWER UTILITY FUND	\$100,000
A9812 TRANSFERS				\$150,000
GENERAL FUND TOTAL EXPENDITURES				\$35,600,520
A99	1001		REAL PROPERTY TAXES	(\$8,657,785)
A99	1002		REAL PROPERTY TAXES-CIP	(\$3,352,587)
A99	1003		PROJECTED COLLECT UNPAID TAXES	(\$200,000)
A99	1081		OTHER PYMTS IN LIEU OF TAXES	(\$468,930)
A99	1090		INTEREST & PENALTIES	(\$255,000)
A99	1091		ACCRUED INTEREST & PENALTIES	(\$60,000)
A99	1110		SALES & USE TAX	(\$9,050,000)
A99	1130		UTILITIES GROSS RECEIPT TAXES	(\$225,000)
A99	1170		FRANCHISE-SUBWAY & CABLE	(\$450,000)
A99	1230		TREASURER'S FEES	(\$105,000)
A99	1235		CHARGES FOR TAX ADVERTISING	(\$12,000)
A99	1255		CITY CLERK'S FEES	(\$60,000)
A99	1260		CIVIL SERVICE FEES	(\$2,000)
A99	1440		ENGINEERING FEES	(\$2,000)
A99	1520		POLICE FEES	(\$12,000)
A99	1530		APD REIMBURSEMENTS - OVERTIME	(\$2,000)
A99	1586		FIRE DEPT VACNT BLDG REGISTRY	(\$130,000)
A99	1588		FIRE DEPT/3RD PARTY BILLING	(\$40,000)
A99	1589		FIRE DEPT-LOCAL TRAIN & MANUAL	(\$20,000)
A99	1710		CODES-GRASS/SNOW/TRASH	(\$120,000)
A99	1715		COURT APPEARANCE FEE	(\$15,000)
A99	17201		PARKING OFF STREET PRK METERS	(\$105,000)
A99	17202		PARKING GARAGE FEES	(\$10,000)
A99	17203		PARKING PERMITS	(\$80,000)
A99	1740		ON-STREET PARKING METERS	(\$210,000)
A99	1741		TAXI CAB INSPECTIONS	(\$500)
A99	2001		PARK & RECREATION CHARGES	(\$11,000)
A99	2002		ADULT RECREATION	(\$15,000)
A99	20651		SKATING RINK-PUBLIC SKATING	(\$25,000)
A99	20652		SKATING RINK RENTAL-HOCKEY	(\$70,000)
A99	2190		SALE OF CEMETERY LOTS	(\$10,000)
A99	21921		CHARGES FOR CEMETERY SERVICES	(\$20,000)
A99	2220		CIVIL SERVICE CHARGES SCHOOL	(\$31,000)

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A99	2221		SCHOOL RESOURCE OFFCR-AUB DIST	(\$284,000)
A99	2401		INTEREST EARNINGS	(\$200,000)
A99	24101		RENTAL OF REAL PROPERTY	(\$35,000)
A99	2411	JR	FALCON PARK RENTAL - CCC	(\$335,000)
A99	25011		AMUSEMENT PLACES	(\$5,000)
A99	25012		TAXICAB OWNERS	(\$500)
A99	25013		ELECTRICAL LICENSES	(\$13,000)
A99	25014		PLUMBING LICENSES	(\$8,500)
A99	25016		MISCELLANEOUS BUSINESS	(\$3,000)
A99	25017		TAXI DRIVERS	(\$2,000)
A99	25018		PEDDLERS & SOLICITORS	(\$500)
A99	25019		SPECIAL EVENT FEES/ROAD RENTAL	(\$1,500)
A99	2540		BINGO LICENSES	(\$1,300)
A99	2544		DOG LICENSES	(\$9,000)
A99	25451		GAMES OF CHANCE	(\$500)
A99	25452		BELLJAR GAME	(\$100)
A99	2550		FIRE PREVENTION CODE	(\$5,000)
A99	2553		CERTIFICATE OF OCCUPANCY PERMI	(\$40,000)
A99	2555		BUILDING & ALTERATIONS	(\$75,000)
A99	2556		DEMOLITIONS	(\$30,000)
A99	2557		SIGN INSTALLATION	(\$1,500)
A99	2558		PLANNING & ZONING APPLICATIONS	(\$5,000)
A99	2560		DRIVEWAY PERMITS	(\$1,000)
A99	2565		PLUMBING PERMITS	(\$20,000)
A99	26101		FINES & FORFEITED BAIL	(\$8,000)
A99	26102		PARKING VIOLATIONS	(\$200,000)
A99	26103		COURT TRAFFIC FINES	(\$125,000)
A99	26104		COUNTY TICKET REVENUE	\$0
A99	26105		SURCHARGE-HANDICAPPED PARKING	(\$700)
A99	26106		COLLEGE TICKET REVENUE	(\$200)
A99	26107		COURT RESTITUTION	(\$500)
A99	26109		ZOMBIE CIVIL PENALTIES	(\$15,000)
A99	2611		DOG FINES	(\$3,500)
A99	2625		FORFEITURE OF CRIME PROCEEDS	(\$6,000)
A99	2626		FORFIET OF CRIME PROCEEDS-REST	\$0
A99	2650		SALE OF SCRAP & EXCESS MATL	(\$5,000)
A99	2655		MINOR SALES	\$0
A99	2660		SALE OF REAL PROPERTY	(\$200,000)
A99	2665		SALE OF EQUIPMENT	(\$50,000)
A99	2680		INSURANCE RECOVERIES	(\$15,000)
A99	2690		OTHER COMPENSATION FOR LOSS	(\$10,000)
A99	2700		MEDICARE D SUBSIDY	(\$100,000)
A99	2701		REFUND OF PRIOR YEAR APPROP	(\$15,000)
A99	2704		SPONSORSHIPS	(\$6,000)

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
A99	2705		GIFTS & DONATIONS	\$0
A99	27051		GIFTS & DONATIONS - DARE	\$0
A99	27053		DONATIONS - NAT'L NIGHT OUT	\$0
A99	2770		OTHER UNCLASSIFIED REVENUE	\$0
A99	2771		STOP DWI GRANT-COUNTY	(\$38,000)
A99	2773		TRANSFROM TRUST-HEALTH INS PRE	(\$1,415,000)
A99	2814		TRANSFER FROM CD-CDBG ADMIN	(\$90,000)
A99	2815		RETURN INVESTMENT-SOLID WASTE	(\$193,970)
A99	28151		ADMINISTR CHG-SOLID WASTE FUND	(\$118,915)
A99	2816		RETURN INVESTMENT-WATER FUND	(\$438,080)
A99	2817		ADMINISTRATIVE CHRGE-WATR FUND	(\$582,686)
A99	28181		ADMINISTRATIVE CHARGE-SEWER FD	(\$820,517)
A99	2891		TRANSFER FROM CAPITAL FUND	\$0
A99	3001		STATE AID-GENERAL	(\$4,982,000)
A99	3004		STATE AID-CHIPS	(\$100,000)
A99	3006		MORTGAGE TAX	(\$265,000)
A99	3060		STATE AID - RECORDS MANAGEMENT	(\$29,750)
A99	3394		STATE AID-CRIMINAL JUSTICE GRT	\$0
A99	3395		STATE AID-TRAFFIC SAFETY	(\$22,000)
A99	3589		STATE AID-ARTERIAL MAINTENANCE	(\$163,664)
A99	3772		STATE AID-PROGRAMS FOR AGING	(\$7,500)
A99	3822		ST AID-LEGISLATIVE MEMBER ITEM	(\$50,000)
A99	38231		STATE AID - HEALTH DEPT EMS	(\$25,000)
A99	3824		STATE AID-CODE ENFORCE TRAIN	(\$89,400)
A99	3889		OTHER CULTURE/REC-STATE AID	(\$15,000)
A99	4772		FEDERAL AID-RSVP	(\$43,000)
A99	4777		FEDERAL AID-BULLET PROOF VESTS	(\$25,000)
A99	4783		FED AID-FEMA-FIRE DEPT EQUIP	\$0
A99	4784		FED AID-FEMA	\$0
A99	4785		FED AID-US MARSHALS SERVICE	(\$19,500)
A99	4785	SOV	FED AID-SEX OFFEND VERIF.	\$0
A99	4786		FED AID-US DEPT OF JUSTICE	(\$18,300)
A99	4786	OVW	FED AID-OVW	(\$91,498)
A99	503		TRANSFER FROM OTHER FUNDS	\$0
			APPROPRIATED FUND BALANCE	(\$293,638)
			GENERAL FUND TOTAL REVENUES	<u>(\$35,600,520)</u>

AL1910 441

LIABILITY INSURANCE

\$26,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
			AL1910 UNALLOCATED INSURANCE	<u>\$26,000</u>
AL1911	100		UNALLOCATED SALARIES	<u>\$10,000</u>
			AL1911 UNALLOCATED SALARIES	<u>\$10,000</u>
AL1950	454		TAXES ON CITY OWNED PROPERTY	<u>\$2,500</u>
			AL9150 TAXES ON CITY OWNED PROPERTY	<u>\$2,500</u>
AL1988	502		BAD DEBT EXPENSE	<u>\$20,000</u>
			AL1988 BAD DEBT EXPENSE	<u>\$20,000</u>
AL8160	110		SALARY & WAGES	\$74,411
AL8160	120		SICK INCENTIVE	\$700
AL8160	130		TEMPORARY & PART TIME	\$33,394
AL8160	140		HOLIDAY PAY	\$4,500
AL8160	150		OVERTIME	\$6,000
AL8160	220		OFFICE EQUIPMENT	\$1,000
AL8160	250		OTHER EQUIPMENT	\$1,000
AL8160	411		OFFICE SUPPLIES	\$1,000
AL8160	412		OPERATING SUPPLIES	\$6,600
AL8160	430		TELEPHONE & OTHER UTILITIES	\$750
AL8160	440		SERVICES	\$17,500
AL8160	451		CONSULTING FEES	\$18,000
AL8160	460		TRAVEL, TRAINING, PROF DEV	\$1,500
AL8160	490		POSTAGE	\$6,500
AL8160	801		RETIREMENT-GENERAL	\$10,555
AL8160	811		SOCIAL SECURITY & MEDICARE	\$9,180
AL8160	821		WORKERS' COMP-PREMIUM	\$2,878
AL8160	841		HEALTH INSURANCE	\$12,114
AL8160	842		DENTAL INSURANCE	\$1,980
AL8160	845		VISION COVERAGE-CSEA	<u>\$513</u>
			AL8160 SOLID WASTE ADMINISTRATION	<u>\$210,075</u>
AL8162	110		SALARY & WAGES	\$185,913
AL8162	120		SICK INCENTIVE	\$1,000
AL8162	130		TEMPORARY & PART TIME	\$15,000
AL8162	140		HOLIDAY PAY	\$7,000
AL8162	150		OVERTIME	\$7,000
AL8162	230		VEHICLES	\$25,000
AL8162	250		OTHER EQUIPMENT	\$13,000
AL8162	412		OPERATING SUPPLIES	\$100,000
AL8162	420		GAS	\$6,000
AL8162	425		ELECTRIC	\$5,000
AL8162	430		TELEPHONE	\$7,500

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
AL8162	440		SERVICES	\$129,000
AL8162	450		FEEES	\$3,500
AL8162	451		CONSULTING FEES	\$65,000
AL8162	460		TRAVEL, TRAINING, PROF DEV	\$2,000
AL8162	481		FUEL	\$55,000
AL8162	482		VEHICLE MAINT/REPAIRS	\$55,000
AL8162	801		RETIREMENT-GENERAL	\$31,354
AL8162	811		SOCIAL SECURITY & MEDICARE	\$15,523
AL8162	821		WORKERS' COMP-PREMIUM	\$12,379
AL8162	841		HEALTH INSURANCE	\$54,831
AL8162	842		DENTAL INSURANCE	\$3,960
AL8162	845		VISION COVERAGE-CSEA	\$642
			AL8162 REFUSE DISPOSAL	\$800,602
AL8164	110		SALARY & WAGES	\$98,946
AL8164	120		SICK INCENTIVE	\$500
AL8164	130		TEMPORARY & PART TIME	\$19,000
AL8164	140		HOLIDAY PAY	\$500
AL8164	150		OVERTIME	\$3,000
AL8164	250		OTHER EQUIPMENT	\$1,000
AL8164	412		OPERATING SUPPLIES	\$1,800
AL8164	440		SERVICES	\$10,000
AL8164	801		RETIREMENT-GENERAL	\$15,973
AL8164	811		SOCIAL SECURITY & MEDICARE	\$9,405
AL8164	821		WORKERS' COMP-PREMIUM	\$7,939
AL8164	841		HEALTH INSURANCE	\$29,456
AL8164	842		DENTAL INSURANCE	\$2,640
AL8164	845		VISION COVERAGE-CSEA	\$584
			AL8164 RECYCLING	\$200,743
AL8166	250		OTHER EQUIPMENT	\$15,000
AL8166	412		OPERATING SUPPLIES	\$8,000
AL8166	425		ELECTRIC	\$8,500
AL8166	440		SERVICES	\$16,000
			AL8166 METHANE GAS UTILITIES	\$47,500
AL8167	551		LANDFILL CLOSURE(ACCRUAL)	\$200,000
			AL8167 LANDFILL CLOSURE	\$200,000
AL8168	552		LANDFILL POST-CLOSURE(ACCRUAL)	\$150,000
			AL8168 LANDFILL POST CLOSURE	\$150,000
AL9060	841		HEALTH INSURANCE	\$14,840
			AL9060 HEALTH & DENTAL INSURANCE	\$14,840

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
AL9710	690		PRINCIPAL	\$751,052
AL9710	790		INTEREST	\$52,816
AL9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$5,000
			AL9710 DEBT SERVICE	\$808,868
AL9785	690		PRINCIPAL	\$1,468
AL9785	790		INTEREST	\$321
			AL9785 INSTALLMENT PURCHASES	\$1,789
AL9510	905		TRNS OTH FND-GEN FND ADMN CHRG	\$118,915
AL9510	906		TRNS/OTH-GEN/FND RETURN/INVEST	\$193,970
AL9812	913		TRANS TO OTHER FUNDS/LEACHATE	\$110,000
			AL9812 TRANSFER TO OTHER FUNDS	\$422,885
			SOLID WATE - TOTAL EXPENDITURES	\$2,915,802
AL99	2148		LATE CHARGES & PENALTIES	(\$10,000)
AL99	2376		LANDFILL SERVICE-CITY	(\$500,000)
AL99	2377		LANDFILL SERVICE-OTHER	(\$2,200,000)
AL99	2378		COLLECT CHARGES-SPECIAL ITEMS	(\$25,000)
AL99	2401		INTEREST EARNINGS	(\$5,000)
AL99	2590		DUMPING PERMIT	(\$25,000)
AL99	2650		SALE OF SCRAP & EXCESS MATL	(\$1,000)
AL99	2652		SALE OF PLAST, GLASS, METAL	\$0
AL99	2658		SALE OF CARDBOARD	(\$5,000)
AL99	2770		OTHER UNCLASSIFIED REVENUE	\$0
			APPROPRIATED FUND BALANCE	(\$144,802)
			SOLID WASTE - TOTAL REVENUES	(\$2,915,802)
CL1930	453		JUDGMENTS & SETTLEMENTS	\$5,000
			CL1930 JUDGMENTS & SETTLEMENTS	\$5,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
CL8161	110		SALARIES & LONGEVITY	\$446,468
CL8161	120		SICK INCENTIVE	\$1,500
CL8161	130		TEMPORARY & PART TIME	\$88,000
CL8161	140		HOLIDAY PAY	\$7,000
CL8161	150		OVERTIME	\$5,000
CL8161	412		OPERATING SUPPLIES	\$17,350
CL8161	420		GAS	\$4,500
CL8161	425		ELECTRIC	\$4,000
CL8161	430		OTHER UTILITIES	\$500
CL8161	440		SERVICES	\$1,000
CL8161	441		LIABILITY INSURANCE	\$7,800
CL8161	460		TRAVEL, TRAINING, PROF DEV	\$1,500
CL8161	481		FUEL	\$92,000
CL8161	482		VEHICLE MAINT/REPAIRS	\$75,000
CL8161	801		RETIREMENT-GENERAL	58,291
CL8161	811		SOCIAL SECURITY & MEDICARE	42,302
CL8161	821		WORKERS' COMP-PREMIUM	82,623
CL8161	831		UNEMPLOYMENT INSURANCE	-
CL8161	841		HEALTH INSURANCE	99,416
CL8161	842		DENTAL INSURANCE	13,860
CL8161	845		VISION COVERAGE-CSEA	2,731
CL8161	901		TRANS OTHER/FNDS/SOL WSTE/DISP	280,000
			CL8161 REFUSE COLLECTION	\$1,330,842
CL9710	690		PRINCIPAL	\$40,620
CL9710	790		INTEREST	\$4,883
CL9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$600
			CL9710 DEBT SERVICE	\$46,103
CL9730	690		PRINCIPAL	\$33,000
CL9730	790		INTEREST	\$6,015
CL9730	895		SERIAL BONDS-DEBT ADMINISTRATI	\$600
			CL9730 BOND ANTICIPATION NOTE	\$39,615
			REFUSE COLLECTION - TOTAL EXPENDITURES	\$1,421,560
CL99	2130		REFUSE COLLECTION FEE	(\$1,245,000)
CL99	2401		INTEREST EARNINGS	(\$1,000)
CL99	26108		REFUSE ENFORCEMENT FEES	(\$5,000)
			APPROPRIATED FUND BALANCE	(\$170,560)
			REFUSE COLLECTION - TOTAL REVENUES	(\$1,421,560)
E1910	441		LIABILITY INSURANCE	\$13,000
			E1910 LIABILITY INSURANCE	\$13,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
E8240	110		SALARIES & LONGEVITY	\$30,012
E8240	120		SICK INCENTIVE	\$100
E8240	140		HOLIDAY PAY	\$1,000
E8240	150		OVERTIME	\$12,000
E8240	250		OTHER EQUIPMENT	\$7,500
E8240	412		OPERATING SUPPLIES	\$7,000
E8240	425		ELECTRIC	\$8,000
E8240	430		TELEPHONE & OTHER UTILITIES	\$3,000
E8240	440		SERVICES	\$20,500
E8240	451		CONSULTING FEES	\$10,000
E8240	801		RETIREMENT-GENERAL	\$6,480
E8240	811		SOCIAL SECURITY & MEDICARE	\$3,137
E8240	821		WORKERS' COMP-PREMIUM	\$3,500
E8240	841		HEALTH INSURANCE	\$10,612
E8240	842		DENTAL INSURANCE	\$660
E8240	845		VISION COVERAGE-CSEA	\$146
			E8240 HYDRO-ELECTRIC	\$123,647
E8241	420		GAS	\$300
E8241	425		ELECTRIC	\$2,000
E8241	430		OTHER UTILITIES	\$2,700
			E8241 ELECTRIC GENERATION	\$5,000
E9710	690		PRINCIPAL	\$614,306
E9710	790		INTEREST	\$197,490
E9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$8,500
			E9710 DEBT SERVICE	\$820,296
E9730	690		PRINCIPAL	\$31,300
E9730	790		INTEREST	\$60,309
E9730	895		SERIAL BONDS-DEBT ADMINISTRATI	\$1,750
			E9730 BOND ANTICIPATION NOTES	\$93,359
			POWER UTILITY FUND - TOTAL EXPENDITURES	\$1,055,302
E99	2129		SALE OF ENERGY CREDITS	(\$56,000)
E99	2143		SALE OF HYDRO POWER N DIV ST	(\$450,000)
E99	21431		SALE OF HYDRO POWER MILL ST	(\$210,000)
E99	2401		INTEREST EARNINGS	\$0
E99	24101		RENTAL OF REAL PROPERTY	(\$5,000)
E99	2811		TRANS FROM OTHER FUND-GENERAL	(\$100,000)
			APPROPRIATED FUND BALANCE	(\$234,302)
			POWER UTILITY FUND - TOTAL REVENUES	(\$1,055,302)
F1910	441		LIABILITY INSURANCE	\$40,000
			F1910 UNALLOCATED INSURANCE	\$40,000

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
F1911	100		UNALLOCATED SALARIES	\$10,000
			F1911 UNALLOCATED SALARIES	\$10,000
F1930	453		JUDGMENTS & SETTLEMENTS	\$30,000
			F1930 JUDGMENTS & SETTLEMENTS	\$30,000
F1950	454		TAXES ON CITY OWNED PROPERTY	\$6,000
			F1950 TAXES ON CITY OWNED PROPERTY	\$6,000
F1990	455		CONTINGENY	\$30,000
			F1990 CONTINGENCY	\$30,000
F8310	110		SALARY & WAGES	\$144,258
F8310	120		SICK INCENTIVE	\$700
F8310	130		TEMPORARY & PART TIME	\$0
F8310	150		OVERTIME	\$1,500
F8310	220		OFFICE EQUIPMENT	\$750
F8310	250		OTHER EQUIPMENT	\$0
F8310	409		SOFTWARE EXPENSES	\$8,000
F8310	411		OFFICE SUPPLIES	\$2,000
F8310	412		OPERATING SUPPLIES	\$500
F8310	430		OTHER UTILITIES	\$1,250
F8310	440		SERVICES	\$8,375
F8310	451		CONSULTING FEES	\$750
F8310	460		TRAVEL, TRAINING, PROF DEV	\$1,000
F8310	481		FUEL	\$1,000
F8310	482		VEHICLE MAINT/REPAIRS	\$2,500
F8310	490		POSTAGE	\$19,000
F8310	801		RETIREMENT-GENERAL	\$21,412
F8310	811		SOCIAL SECURITY & MEDICARE	\$11,150
F8310	821		WORKERS' COMP-PREMIUM	\$5,671
F8310	841		HEALTH INSURANCE	\$28,480
F8310	842		DENTAL INSURANCE	\$3,300
F8310	845		VISION COVERAGE-CSEA	\$588
			F8310 UTILITY BILLING	\$262,184
F8330	110		SALARY & WAGES	\$493,057
F8330	120		SICK INCENTIVE	\$1,500
F8330	130		TEMPORARY & PART TIME	\$47,000
F8330	140		HOLIDAY PAY	\$18,000
F8330	150		OVERTIME	\$65,000
F8330	210		FURNITURE & FIXTURES	\$0
F8330	220		OFFICE EQUIPMENT	\$0

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
F8330	230		VEHICLES	\$0
F8330	250		OTHER EQUIPMENT	\$24,000
F8330	411		OFFICE SUPPLIES	\$250
F8330	412		OPERATING SUPPLIES	\$228,000
F8330	420		GAS	\$20,000
F8330	425		ELECTRIC	\$180,000
F8330	430		TELEPHONE & OTHER UTILITIES	\$9,000
F8330	440		SERVICES	\$179,000
F8330	450		FEES	\$204,200
F8330	451		CONSULTING FEES	\$10,000
F8330	460		TRAVEL, TRAINING, PROF DEV	\$4,000
F8330	481		FUEL	\$4,000
F8330	482		VEHICLE MAINT/REPAIRS	\$2,500
F8330	801		RETIREMENT-GENERAL	\$86,481
F8330	811		SOCIAL SECURITY & MEDICARE	\$46,746
F8330	821		WORKERS' COMP-PREMIUM	\$8,565
F8330	841		HEALTH INSURANCE	\$90,439
F8330	842		DENTAL INSURANCE	\$10,560
F8330	845		VISION COVERAGE-CSEA	\$2,340
			F8330 WATER FILTRATION	\$1,734,638
F8340	110		SALARY & WAGES	\$370,743
F8340	120		SICK INCENTIVE	\$600
F8340	140		HOLIDAY PAY	\$3,000
F8340	150		OVERTIME	\$42,000
F8340	250		OTHER EQUIPMENT	\$111,000
F8340	251		RESIDENTIAL METERS (F9520.911)	\$40,000
F8340	412		OPERATING SUPPLIES	\$140,000
F8340	420		GAS	\$2,000
F8340	425		ELECTRIC	\$1,000
F8340	430		TELEPHONE & OTHER UTILITIES	\$3,000
F8340	440		SERVICES	\$105,500
F8340	460		TRAVEL, TRAINING, PROF DEV	\$2,000
F8340	481		FUEL	\$12,500
F8340	482		VEHICLE MAINT/REPAIRS	\$15,000
F8340	801		RETIREMENT-GENERAL	\$56,844
F8340	811		SOCIAL SECURITY & MEDICARE	\$31,391
F8340	821		WORKERS' COMP-PREMIUM	\$38,798
F8340	841		HEALTH INSURANCE	\$76,040
F8340	842		DENTAL INSURANCE	\$9,240
F8340	845		VISION COVERAGE-CSEA	\$1,476
			F8340 TRANSMISSION & DISTRIBUTION	\$1,062,132
F9010	801		RETIREMENT-GENERAL	\$0

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
F9060	841		HEALTH INSURANCE	\$128,260
			F9060 HEALTH & DENTAL INSURANCE	\$128,260
F9520	911		EQUIPMENT RESERVE	\$50,000
			F9520 EQUIPMENT RESERVE	\$50,000
F9710	690		PRINCIPAL	\$202,900
F9710	790		INTEREST	\$181,658
F9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$20,000
			F9710 DEBT SERVICE	\$404,558
F9730	690		PRINCIPAL	\$146,100
F9730	790		INTEREST	\$19,021
F9730	895		SERIAL BONDS-DEBT ADMINISTRATI	\$1,000
			F9730 BOND ANTICIPATION NOTES	\$166,121
F9785	690		PRINCIPAL	\$325,080
F9785	790		INTEREST	\$71,808
			F9785 INSTALLMENT PURCHASES	\$396,888
F9510	905		TRNS OTH FND-GEN FND ADMN CHRG	\$582,686
F9510	906		TRNS/OTH-GEN/FND RETURN/INVEST	\$438,080
F9812	904		TRANSFER OTHER FUNDS-CAPITAL	\$0
F9812	919		TRANSFER TO AL FOR TRASH SVC	\$20,000
			APPROPRIATED SURPLUS/RESERVES	\$261,453
			F9812 TRANSFERS TO OTHER FUNDS	\$1,302,219
			WATER FUND - TOTAL EXPENDITURES	\$5,623,000
F99	2140		METERED WATER SALES-PUBLIC	(\$3,300,000)
F99	21401		SERVICE FEE	(\$480,000)
F99	2141		METERED WATER SALES OTHER COMM	(\$1,450,000)
F99	2142		UNMETERED WATER SALES-PUBLIC	(\$5,000)
F99	2144		WATER CONNECTION CHARGES	(\$25,000)
F99	2145		METER REPAIR/REPLACE CHGS	(\$1,000)
F99	2148		LATE CHARGES & PENALTIES	(\$90,000)
F99	2151		DPW SERVICE FEES	(\$30,000)
F99	2401		INTEREST EARNINGS	(\$90,000)
F99	2650		SALE OF SCRAP & EXCESS MATL	(\$5,000)
F99	2818		TRANSFER FROM SEWER FUND	(\$147,000)
			WATER FUND - TOTAL REVENUES	(\$5,623,000)
G1910	441		LIABILITY INSURANCE	\$123,000

2019-2020 ADOPTED BUDGET

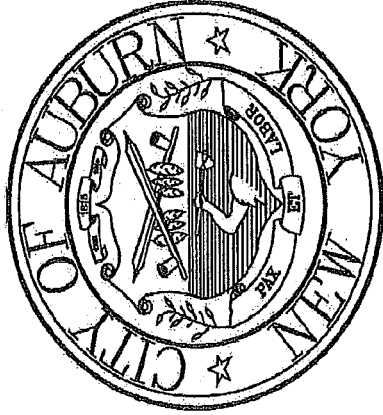
ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
			G1910 UNALLOCATED INSURANCE	<u>\$123,000</u>
G1911	100		UNALLOCATED SALARIES	<u>\$15,000</u>
			G1911 UNALLOCATED SALARIES	<u>\$15,000</u>
G1930	453		JUDGMENTS & SETTLEMENTS	<u>\$25,000</u>
			G1930 JUDGMENTS & SETTLEMENTS	<u>\$25,000</u>
G1950	454		TAXES ON CITY OWNED PROPERTY	<u>\$2,000</u>
			G1950 TAXES ON CITY OWNED PROPERTY	<u>\$2,000</u>
G1990	455		CONTINGENY	<u>\$30,000</u>
			G1990 CONTINGENCY	<u>\$30,000</u>
G8120	110		SALARY & WAGES	\$436,077
G8120	120		SICK INCENTIVE	\$500
G8120	140		HOLIDAY PAY	\$2,500
G8120	150		OVERTIME	\$17,500
G8120	230		VEHICLES	\$0
G8120	250		OTHER EQUIPMENT	\$20,000
G8120	412		OPERATING SUPPLIES	\$155,000
G8120	420		GAS	\$1,000
G8120	425		ELECTRIC	\$1,000
G8120	430		OTHER UTILITIES	\$1,500
G8120	440		SERVICES	\$57,500
G8120	460		TRAVEL, TRAINING, PROF DEV	\$1,000
G8120	481		FUEL	\$20,000
G8120	482		VEHICLE MAINT/REPAIRS	\$15,000
G8120	801		RETIREMENT-GENERAL	\$69,259
G8120	811		SOCIAL SECURITY & MEDICARE	\$34,852
G8120	821		WORKERS' COMP-PREMIUM	\$31,427
G8120	841		HEALTH INSURANCE	\$103,864
G8120	842		DENTAL INSURANCE	\$9,900
G8120	845		VISION COVERAGE-CSEA	<u>\$1,622</u>
			G8120 SANITARY SEWERS	<u>\$979,501</u>
G8130	110		SALARY & WAGES	\$877,111
G8130	120		SICK INCENTIVE	\$1,000
G8130	130		TEMPORARY & PART TIME	\$1,000
G8130	140		HOLIDAY PAY	\$17,000
G8130	150		OVERTIME	\$30,000
G8130	220		OFFICE EQUIPMENT	\$1,500
G8130	250		OTHER EQUIPMENT	\$179,000
G8130	411		OFFICE SUPPLIES	\$500

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
G8130	412		OPERATING SUPPLIES	\$190,100
G8130	420		NATURAL GAS	\$45,000
G8130	425		ELECTRIC	\$240,000
G8130	430		TELEPHONE & OTHER UTILITIES	\$80,000
G8130	440		SERVICES	\$530,000
G8130	450		FEEES	\$17,900
G8130	451		CONSULTING FEES	\$25,000
G8130	460		TRAVEL, TRAINING, PROF DEV	\$5,000
G8130	481		FUEL	\$3,500
G8130	482		VEHICLE MAINT/REPAIRS	\$10,000
G8130	490		POSTAGE	\$500
G8130	801		RETIREMENT-GENERAL	\$146,552
G8130	811		SOCIAL SECURITY & MEDICARE	\$70,695
G8130	821		WORKERS' COMP-PREMIUM	\$71,203
G8130	841		HEALTH INSURANCE	\$208,721
G8130	842		DENTAL INSURANCE	\$20,460
G8130	845		VISION COVERAGE-CSEA	\$2,946
			G8130 SEWAGE TREATMENT	\$2,774,688
G9060	841		HEALTH INSURANCE	\$102,820
			G9060 HEALTH & DENTAL INSURANCE	\$102,820
G9520	911		EQUIPMENT RESERVE	\$50,000
			G9520 EQUIPMENT RESERVE	\$50,000
G9710	690		PRINCIPAL	\$2,057,195
G9710	790		INTEREST	\$178,893
G9710	895		SERIAL BONDS-DEBT ADMINISTRATI	\$20,000
			G9710 DEBT SERVICE	\$2,256,088
G9730	690		PRINCIPAL	\$62,600
G9730	790		INTEREST	\$59,316
G9730	895		SERIAL BONDS-DEBT ADMINISTRATI	\$1,800
			G9730 BOND ANTICIPATION NOTES	\$123,716
G9785	690		PRINCIPAL	\$111,884
G9785	790		INTEREST	\$24,488
			G9785 INSTALLMENT PURCHASES	\$136,372
G9510	905		TRNS OTH FND-GEN FND ADMN CHRG	\$820,517
G9512	908		TRANSFER TO OTHER FNDS-WATER	\$120,000
G9812	918		TRANSFER TO POWER UTILITY FUND	\$5,000
G9812	919		TRANSFER TO AL FOR TRASH SVC	\$100,000
			UNAPPROPRIATED SURPLUS/RESERVE	\$411,798

2019-2020 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2019 - 20 BUDGET
			G9812 TRANSFERS TO OTHER FUNDS	<u>\$1,457,315</u>
			SEWER FUND - TOTAL EXPENDITURES	<u>\$8,075,500</u>
G99	2120		SEWER RENTS-PUBLIC	(\$5,000,000)
G99	2121		SEWER RENTS-OUTSIDE CITY	(\$1,485,000)
G99	2128		PENS ON DELINQUENT SEWER BILLS	(\$120,000)
G99	21401		SERVICE FEE	(\$480,000)
G99	2151		DPW SERVICE FEES	(\$15,000)
G99	2375		SEPTAGE/WELL WATER PROCESSING	(\$850,000)
G99	2401		INTEREST EARNINGS	(\$15,000)
G99	2650		SALE OF SCRAP & EXCESS MATL	(\$500)
G99	2883		LANDFILL LEACHATE TREATMENT	<u>(\$110,000)</u>
			SEWER FUND - TOTAL REVENUES	<u>(\$8,075,500)</u>



CITY OF AUBURN

CONSOLIDATED FEE SCHEDULE

July 1, 2019 - June 30, 2020

(all fees effective as of July 1, 2019)

CITY CLERK'S FEES

FEE TYPE	FEE AMOUNT	Legal References
Certified Birth Certificate	\$10.00	Public Health Code Art. 41
Certified Death Certificate	\$10.00	Public Health Code Art. 41
Certified Marriage Certificate	\$10.00	Public Health Code Art. 41
Genealogy Search	\$22.00	Public Health Code Art. 41
City Street Maps	\$1.00	
FOIL - per page	\$0.25	
Fire Prevention Permit	\$25.00	Public Officer's Law, Section 87
Marriage License	\$40.00	City Code Sec. 125-42C
Dog Fine - 1st offense @barking, at large, unidentified,	\$25.00	City Code Sec. 104-16A
Dog Fine - 2nd offense @barking, at large, unidentified,	\$50.00	City Code Sec. 104-16A
Dog Fine - 3rd offense @barking, at large, unidentified,	\$100.00	City Code Sec. 104-16A
Dog Fine - Board Per Day	\$14.00	City Code Sec. 104-17A
Dog License (spayed or neutered dog)	\$10.00	City Code Sec. 104-11B.1
Dog License (unspayed or unneutered dog)	\$20.00	City Code Sec. 104.11B.2
Replacement Dog Tag	\$3.00	City Code Sec. 104-11A(7)(f)
Peddler/Solicitor License	\$20.00 per day	City Code Sec. 221-13
Transient Merchant License	\$300.00 per year	City Code Sec. 221-13
Sidewalk Café License	\$135.00 per day	City Code Sec. 273-3C
Mobile Vending Cart License	\$750.00 per year	
	\$50.00 per year	City Code Sec. 248-2
	\$100.00 per day	City Code Sec. 305-34 (food carts)
	\$500.00 per year	City Code Sec. 221-13 (peddlers, etc.)
Copies (black and white)	\$0.25 per page	City Code Sec. 75-6
	\$0.50 per page	
	\$3.00 per page	

Up to 8.5" x 14"
11" x 17"
Larger than 11" x 17" up to 24" x 36"

CIVIL SERVICE FEES

FEE TYPE	FEE	Legal Reference
----------	-----	-----------------

General Exam Fee	\$15.00	NY Civ. Service Law Section 50(5)
Police & Fire Exams	\$25.00	NY Civ. Service Law Section 50(5)

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.

PUBLIC WORKS FEES

CITY CODE REFERENCE

FEE AMOUNT

FEE TYPE

Recreation

Casey Park		
Picnic Shelter A	\$75.00 per day	
Picnic Shelter B	\$65.00 per day	
Soccer Fields:	\$75.00 per day	
Softball Fields	\$250.00 per day for both fields	
Lacrosse Field/ Arena Rental	\$25.00 per hour	
Ice Rink		
Public Skate	\$5.00 per person	
Ice Rink Rental	\$135.00 per hour	
Pool:		
All Resident Fees:	FREE	
Non-resident Fees:		
Child Nonresident Daily Fee	\$3.00 per day	
Adult Nonresident Daily Fee	\$5.50 per day	
Individual Season Pass- Nonresident	\$50.00 per season	
Family Season Pass- Nonresident	\$90.00 per season	
Clifford Field		
Clubhouse Rental	\$100.00 per day	
Field Rental	\$250.00 per day	
Falcon Park		As Negotiated

PUBLIC WORKS FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
----------	------------	---------------------

Hoopes Park	\$150.00 per hour	
Clubhouse Rental		
Weddings - bandstand or in park		
Residents	FREE	
non-residents	\$50.00	
Showmobile	\$350.00 per weekday	
	\$650.00 for weekend usage	
Sound System	\$150.00 per day	
Basketball		
Entry Fee	\$160.00 per team	
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	
Co-ed Softball:		
Entry Fee	\$85.00 per team	
Nonresident Fee	\$5.00 per player	
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 no forfeit	\$56.00	
Re-entry Fee	\$40.00	

PUBLIC WORKS FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
----------	------------	---------------------

Soule Cemetery

Burials:

Cremation Grave	\$250.00	
Grave Openings	\$725.00	
Baby Burials	\$250.00	
Weekends & Holidays	\$675.00	
Cremation Openings	\$425.00	
Cremation Weekends & Holidays	\$325.00	
Overtime Hourly Rate- Weekends	\$250.00	
Overtime Hourly Rate- Holidays	\$190.00	

Foundations

All grass markers up to 2-0 x 1-0	\$75.00	
Veteran Marker Foundations	\$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 FEES

CITY CODE REFERENCE

FEE AMOUNT

FEE TYPE

Residential Properties:

One unit	\$120.00
Two units	\$235.00
Three units	\$339.00
Four units	\$432.00
Five units	\$516.00
Six units	\$592.00

Commercial and Tax-Exempt Properties:

Small, less than 10,000 square feet	\$186.00	254-36B: Calculation of the refuse collection fee shall be established at least annually by the City Council through a budget resolution that adopts a City fee schedule.
Large, more than 10,000 square feet	\$295.00	

*Note The City reserves the right to adjust commercial and tax-exempt fees if the refuse placed out for collection on average exceeds the limit set by the City Code.

LANDFILL FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
Bulk Construction/Demolition Debris	\$72.00 per ton	254-21
Bulk Garbage/Trash	\$72.00 per ton	254-23
Bulk Brush/Trees	\$40.00 per ton	254-22
Bulk Grass/Leaves	\$20.00 per ton	254-22
Bulk Recyclables	\$20.00 per ton	254-23
Asbestos	\$140.00 per ton	
Petroleum Contaminated Soil (after approval)	\$25.00 per ton	
Ash	\$31.00 per ton	
Bottom Ash/Slag	\$20.00 per ton	
Auburn Foundry Sand	\$20.00 per ton	
Municipal MSW-City Collection/City Project C&D/City Grit	\$31.00 per ton	
Tires-up to 24"	\$10.00 each	254-34A(5)
Tires-left in the landfill by haulers	\$15.00 each	
Freon Units	\$55.00 each	
Freon Extraction	\$45.00 each	254-34A(6)
Electronics	\$10.00 each	
Private Hauler Rates		
0-100 Tons	\$57.00 per ton	
101-400 Tons	\$45.00 per ton	
401-800 Tons	\$33.00 per ton	
801-1,000 Tons	\$31.00 per ton	
1,001+ Tons	\$29.50 per ton	
Other Municipal Rates	\$49.00 per ton	
Bulk Items	\$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.		
Decals (Calendar Year)		
City Residents	\$20.00	
City Residents Day Pass	\$5.00	plus gate rate of \$72/ton
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 the City. Same rules.	\$60.00	plus gate rate of \$72/ton

POLICE DEPARTMENT FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
Local Background Checks	\$15.00	
All Reports & Faxing	\$0.25 per page	75-6-Not specific to PD
Fingerprints	\$20.00	
Photo I.D.	\$30.00	
New Taxi License	\$45.00	268-9
Taxi Renewal	\$30.00	268-9
Replacement Taxi License	\$20.00	268-9
Photos (CD Only)	\$40.00	
Solicitors Fee	\$20.00 per day	
	\$300.00 per year	
Fingerprinting (paid directly to IdentoGo)	\$87.00	
Badge Fee	\$ 30.00	

*Cash or personal checks only. No Credit Cards accepted.

SEWAGE TREATMENT FEES

FEE TYPES	FEE AMOUNT	Legal Reference
-----------	------------	-----------------

Cesspool Sludge	\$60.00 /1000 gal.	
Holding Tank Sludge	\$60.00 /1000 gal.	
Marina Holding Tank Sludge	\$60.00 /1000 gal.	City Code Sec. 242-43
Portable Toilet Water	\$60.00 /1000 gal.	
Septage	\$60.00 /1000 gal.	
Sewage Treatment Sludge	\$60.00 /1000 gal.	
Water Treatment Plant Residuals	\$60.00 /1000 gal.	
Wash Water	\$60.00 /1000 gal.	
Grease Trap	\$155.00 /1000 gal.	
Other Misc. Non-Industrial Waste	\$60.00 /1000 gal.	
Digester Sludge	\$80.00 /1000 gal.	
Gas Well Drilling Process Wastewater	\$85.00 /1000 gal.	
Landfill Leachate	\$60.00 /1000 gal.	
SIU Permit Initial Fee (3 yrs.)	\$1,000.00 1st yr.	City Code Sec. 242-53
SIU Permit Renewal Fee	\$250.00 renewal	City Code Sec. 242-53
\$/# 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 Administrative Penalty	\$25.00	

TREASURER'S FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
----------	------------	----------------

Parking Tickets- FINES SUBJECT TO CHANGE BY CITY

COURT JUDGE: Overtime, Feeding Meter, Loading Zone, No Parking Zone, Against Traffic, Crosswalk, Blocking, Driveway, Other & Alternate Side Parking

Fire Hydrant	\$20.00	285-45
Double Parking	\$25.00	
Handicapped	\$15.00	
Fire Code	\$50 + \$30 NYS Surcharge 25	285-45
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- 1/2 to city)	\$ 10.00	

*NYS Surcharge- 1/2 fee goes to county - 1/2 to the city

Garage Parking Permits

One Month	\$50.00	
Three Months	\$135.00	
Six Months	\$250.00	
One Year	\$450.00	

Other Permits/Fees

Lot Permit	\$220.00 per six months	
Seminary Lot	\$15.00 per month	
Parking Meters	\$1.00 per hour	285-21

Tax Search (rush order add \$10.00)

Duplicate Bill	\$35.00	
Research Charge	\$1.00	
Returned Check Fee	\$25.00 per hour	
Tax History Requests	\$25.00 per return	
Advertising Fee	\$0.25 per page	
Foreclosure Fee	\$20.00	
Administrative Fee- (Foreclosure) Letters	\$500.00	
	\$100.00 1-5 letters	
	\$150.00 6-10 letters	
	\$200.00 11-15 letters	
	\$250.00 16-20 letters	

Scofflaw Fee, Handling Fee for Parking Ticket & Tax Letters

\$5.00

5% of the past due school tax amount, including penalty when received for collection from the school, district.

Treasurer's Fee:

School Bill states "Administrative Fee of 5% as set by the NYS Tax Commissioner".

FIRE DEPARTMENT FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
----------	------------	---------------------

City Code Chapter 167

Service- Insurance Companies Billed by TLC

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% administrative fee +

apparatus usage

Fire Inspection

Hotel/Motel Inspections

Administrative Penalties for False Alarms:

First, second & third unintentional in any year	Warning issued	
Fourth unintentional false alarm in the same year	\$50.00	City Code Sec. 125-43C
Fifth unintentional false alarm in the same year	\$100.00	
Sixth unintentional false alarm in the same year	\$200.00	City Code Sec. 227-5C
For each false alarm knowingly or intentionally set off in any year	\$200.00	

Vacant Building Registry:

Initial Registration- First Year (Including \$50 admin fee)	\$300.00
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
Photos (CD Only)

\$0.25 per page
\$40.00

City Code Sec. 183-4(l)

PARKING GARAGE FEES

FEE TYPE FEE AMOUNT CITY CODE REFERENCE

Garage Hourly Rates
0-2 Hours
2-3 Hours
3-4 Hours
4-5 Hours
5-6 Hours
6-7 Hours
7+ Hours

\$0.00
\$1.00
\$2.00
\$3.00
\$4.00
\$5.00
\$6.00
285-21A
285-21B

CODE ENFORCEMENT/ PLANNING/ ZONING FEES

CITY CODE REF.

FEE TYPE

FEE AMOUNT

Code Enforcement Fees

HVAC Permits		
Residential	\$20.00 per unit installed	
Commercial	\$100.00 per unit installed	164-3A
Certificate of Occupancy		
Residential	\$50.00 per unit	
Mixed Use	\$100.00 plus \$50 per unit over 2 dwelling units	
Commercial		
0-25,000 sq. ft.	\$200.00	
25,001-50,000 sq. ft.	\$300.00	
50,001 sq. ft. or more	\$400.00	
Re-Inspection Fee		
	\$25.00 first inspection	
	\$50.00 any additional inspections	
Secure Property Fee	Labor, Materials, Admin Fee	164-2A

Building Permits

CONSULT CODE ENFORCEMENT OFFICER FOR ALL REQUIREMENTS
 FOR ALL PERMITS THERE IS A \$40 BASE FEE PLUS THE FOLLOWING

APPLICATION FEES:

Additions Residential	\$40.00 base fee	
Bath Remodels	\$10.00 plus \$0.10 sq. ft.	
Decks	\$25.00 each	
Fences	\$0.10 Per sq. ft. over 100 sq. ft.	
Residential	\$25.00	
Nonresidential	\$200.00	
Fireplaces & Stoves (wood, gas, pellet)	No additional charge (base fee only)	
Garage, Pole Barn, Portable Garage, Carport (temporary or permanent)		
Kitchen Remodels	\$10.00 plus \$0.10 sq. ft.	
Miscellaneous: (Includes doors, soffit/fascia, chimney repair)	\$25.00 each	
Porches & Steps	\$20.00 flat fee, no base fee	
Remodel General	No additional charge (base fee only)	
One Room	\$10.00	
Additional Room up to/including Entire House/Apt	\$10.00 plus \$0.05 per sq. ft.	

CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE

FEE AMOUNT

CITY CODE REF.

Roofs	No additional fee (base fee only)	
Sheds & Gazebos	\$0.10 per sq. ft.	
Siding	No additional charge (base fee only)	
Windows	No additional charge (base fee only)	
House, New	\$200.00 plus \$0.05 per sq. ft.	
Demolition	\$10.00 plus \$0.02 per sq. ft. (footprint)	

No Base Fee for these Permits; Flat Fee Only:

Driveway	\$20.00	
Resurface	\$40.00	
New Driveway, expansion, replacement		
Pools	\$30.00	
Above ground- 48" or less to ground, must be fenced	\$40.00	
In ground- must be fenced		
Commercial building		
New Construction	\$200.00 plus \$0.20 per sq. ft.	
Remodel	\$200.00 plus \$0.10 per sq. ft.	
Moving Building through or Across street	\$100.00	
Gasoline Pumps (Install & Remove)	\$100.00 each	
Gasoline Storage Tanks (Install & Remove)	\$150.00	

Fines

Grass Cutting	\$180.00 first hour	259-40B
	\$140.00 each additional hour	
Snow Removal	\$180.00	259-6
Trash Removal	\$180.00 first hour	
Actual cost plus 50% admin Fee	\$140.00 each additional hour	
Violation of City Code Chapter 178 Historic Preservation	\$350.00 per day	178-17D
Second Offense within a period of 5 years of first offense	\$700.00 per day	
Third Offense within a period of 5 years of first offense	\$700.00 per day	
Appearance Ticket Fee	\$100.00 per scheduled court appearance	
Court Fines	Set by Judge	

Please note that permit fees are doubled when permit is not taken out pursuant to order of the office of Code Enforcement

CODE ENFORCEMENT/ PLANNING/ ZONING FEES

CITY CODE REF

FEE AMOUNT

FEE TYPE

Licenses

Electricians:

Appliance Installer Test	\$25.00	
Limited Electrician Test	\$50.00	
Master Electrician Test	\$100.00	
Appliance Installer	\$75.00	
Limited Electrician License	\$130.00	
Master Electrician License	\$275.00	
All Inactive Licenses	\$25.00	

153-11

Plumbers:

Drain layer Test	\$130.00	164-6C(1)
Drain layer License	\$130.00	147-5A
Drain layer Yearly Renewal	\$130.00	147-5B
Master Plumber Test	\$130.00	164-6C(2)
Master Plumber License	\$275.00	164-6B(1)
Master Plumber Yearly Renewal	\$275.00	
All Inactive Licenses	\$25.00	164-6B(4)

Plumbing Permits:

1. New Construction
 - 1A. Single-Family residences
 - 1B. Multiple residences
 - 1B-1. Two to 10 units
 - 1B-2. Eleven to 20 units
 - 1B-3. Twenty-one units or more
 - 1C. Commercial Plumbing work
 - 1C-1. Under \$25,000
 - 1C-2. Between \$25,000 and \$100,000
 - 1C-3. Between \$100,000 and \$500,000
 - 1C-4. Over \$500,000
2. Renovations and additions
 - 2A. Single-family residences
 - 2B. Multiple residences
 - 2C. Commercial or other plumbing work

Application fee of \$50 plus \$5 per fixture

Application fee of \$100 plus \$5 per fixture

Application fee of \$250 plus \$5 per fixture

Application fee of \$500 plus \$5 per fixture

Application fee of \$100 plus \$10 per fixture

Application fee of \$250 plus \$10 per fixture

Application fee of \$500 plus \$10 per fixture

Application fee of \$750 plus \$10 per fixture

Application fee of \$25 plus \$5 per fixture

Application fee of \$100 plus \$5 per fixture

Application fee of \$100 plus \$10 per fixture

CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE FEE AMOUNT CITY CODE REF.

3. Other Work		
3A. New Sanitary Sewer		\$100.00
3B. Repair/Replace Sanitary Sewer		\$75.00
3C. Storm connection to City		\$150.00
3D. New Storm Sewer		\$150.00
3E. Repair/Replace Storm Sewer		\$150.00
3F. New Water Service		\$100.00
3G. Repair/Replace Water Service		\$75.00
3H. Backflow Prevention Assembly		\$50.00
3I. Extra Inspection Trip		\$50.00
3J. Mahole or Sewer Tap		\$200.00
No Permit - Plumber Fine	1st Offense	\$150.00
	2nd Offense	\$300.00
	3rd Offense	\$500.00 & Loss of License
Emergency repairs	Permit must be pulled morning of next available business day.	
Performing Plumbing without license	1st Offense	\$1,000.00
	2nd Offense	\$3,000.00
Planning and Zoning Fees		
Site Plan		164-5G
Minor		\$100.00
Major		\$250.00
Wireless Telecommunications Tower Special Use Permit (SUP)		
New Wireless Telecommunication Facility or Increase height of existing		300-10F(1)
Wireless Telecommunication Facility		
Collocation on existing Wireless Telecommunication Facility or other suitable existing building		300-10F(2)
Zoning Amendment Request		305-108
ZBA-Area Variance		305-105(3a)
ZBA-Use Variance		
Subdivisions:		164-5H

CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
Administrative Subdivision/ Lot Line Adjustment	\$75.00	
Minor Subdivision	\$75.00 plus \$25 per lot	164-5A
Major Subdivision	\$300.00 plus \$30 per lot	164-5E
Special Use Permit	\$150.00	1-9A
Certificate of Compliance	\$50.00	
Housing Book	\$14.00	
Zoning Book	\$17.00	
Zoning Map	\$3.00	

ENGINEERING FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
----------	------------	---------------------

Sidewalk Permit- Less than 50 sq. ft.	\$5.00	
Sidewalk Permit- 50 sq. ft. or greater	\$20.00	

Sidewalk Revolving Loan Program- Admin Fee	\$25.00	
--	---------	--

WATER FEES

FEE TYPE FEE AMOUNT Legal Reference

Lab Testing- Coliform Testing	\$25.00	
Meter Replacement Fee	Inc. in Service Fee	City Code Sec. 297-27
Service Connections & Renewals- Short Side	\$1,750.00	City Code Sec. 297-6
Service Connections & Renewals- Long Side	\$2,000.00	City Code Sec. 297-6
Service Repairs @ main or curb	Actual cost	City Code Sec. 297-8
Replacement of curb box	Actual cost	
Main Taps 3/4" - 1 1/2"	\$200.00 plus materials	
Main Taps >2"	\$750.00 plus labor	
New Meter - any size	Meter Cost	
Shut off/Turn on water	\$50.00 each	City Code Sec. 297-30
Shut off/ Turn on water after hours	\$50.00 each plus labor	
Use of Fire Hydrant	\$50.00 plus water	City Code Sec. 297-16
Install/Remove Meter	\$50.00	City Code Sec. 297-27
Meter Repairs (all)- 1 hour or less	\$25.00	
Meter Repairs (all)- over 1 hour	\$50.00	
Backhoe, Dump Truck/hr. (Resident)	\$125.00	
Non-Resident	\$150.00	
Commercial	\$200.00	
Vac- Tor/hr. (Resident)	\$250.00	
Non-Resident	\$500.00	
Commercial	\$500.00	
Daily Rate	\$3,000.00	
Road Plates Rental (set of 2) per day	\$100.00	
Leak Field Investigation	Free	
	1st	
	2nd	
	3rd	
Welder to thaw pipes	\$75.00	
	\$150.00	
	\$50.00 plus labor	
	\$150.00 plus labor	
	\$500.00 plus labor	
	\$1,000.00 plus labor	
Commercial Meter Test (over 10 yrs. old)	Actual cost	297-21
Frozen Meter		
First Instance	Meter cost	
Second or more instances	Meter cost + 50%	
Labor Rate Outside City	Actual cost + 50%	

CITY MANAGER FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
----------	------------	---------------------

Junk License	\$10.00 per year	
Automobile Junkyard License	\$125.00 per year	109-2A
Auctioneer License	\$150.00 per year	
Commission of Deeds (waived for City employees)	\$10.00	
Event Fees:		
Event Application (Waived if event permit is issued)	\$50.00	
Event Fee (Business)	\$300.00	289-3C
Block Party (Residential)	\$25.00	
Refundable Cleaning Deposit	\$300.00	
Open Container Waiver	\$50.00	
Electric Hook-Up (Where available)	\$20.00	
Garbage Cans Rental	\$10.00 per can	
Garbage Collection*	\$250.00	305-53(2B)

*Must be bagged in clear bags not exceeding fifty pounds each and left in predetermined location

WATER AND SEWER SERVICE CHARGES

CITY CODE REFERENCE

FEE AMOUNT

FEE TYPE

Water/Sewer Lateral Revolving Loan- Admin Fees	\$ 25.00	
Retail Charges for Water:		
Water-Inside City (6 unit minimum)	\$2.62 per 100 cubic ft.	
Water-Outside City (6 unit minimum)	\$4.59 per 100 cubic ft.	
Water Service Fee:		
Meter Size		
5/8"	\$12.10 per quarter	
3/4"	\$13.24 per quarter	
1"	\$16.66 per quarter	
1.5"	\$21.23 per quarter	
2"	\$33.78 per quarter	
3"	\$126.20 per quarter	
4"	\$160.43 per quarter	
6"	\$240.30 per quarter	
8" +	\$331.58 per quarter	
Retail Charges For Sewer		
Sewer-Inside City (6 unit minimum)	\$4.78 per 100 cubic ft.	
Sewer-Outside City (6 unit minimum)	\$11.95 per 100 cubic ft.	
Service Fees:		
Meter Size		
5/8"	\$12.10 per quarter	
3/4"	\$13.24 per quarter	
1"	\$16.66 per quarter	
1.5"	\$21.23 per quarter	
2"	\$33.78 per quarter	
3"	\$126.20 per quarter	
4"	\$160.43 per quarter	
6"	\$240.30 per quarter	
8" +	\$331.58 per quarter	

City Charter Section 120 and City
Code Chapter 297

City Code Chapter 242

WATER AND SEWER SERVICE CHARGES

CITY CODE REFERENCE

FEE AMOUNT

FEE TYPE

Wholesale Charges (Monthly):

Water:

Town of Throop	\$3.01 per 100 cubic ft.	By Contract, currently expired
Town of Sennett	\$3.01 per 100 cubic ft.	By Contract, expiring 4/1/20
Town of Aurelius 0-9,999 units	\$2.75 per 100 cubic ft.	By Court order, ending on 2/28/20
10,000+ units	\$2.62 per 100 cubic ft.	
CCSWA 0-9,999 units	\$2.75 per 100 cubic ft.	By Contract, ending 1/1/22
10,000+ units	\$2.62 per 100 cubic ft.	

Sewer:

Town of Aurelius	\$2.01 per 100 cubic ft.	By Court order, ending on 2/28/20
Other Wholesale Customers	\$2.78 per 100 cubic ft.	By Wholesale Agreement with Sennett, Owasco and Fleming to end on 12/31/19

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 allow 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.