

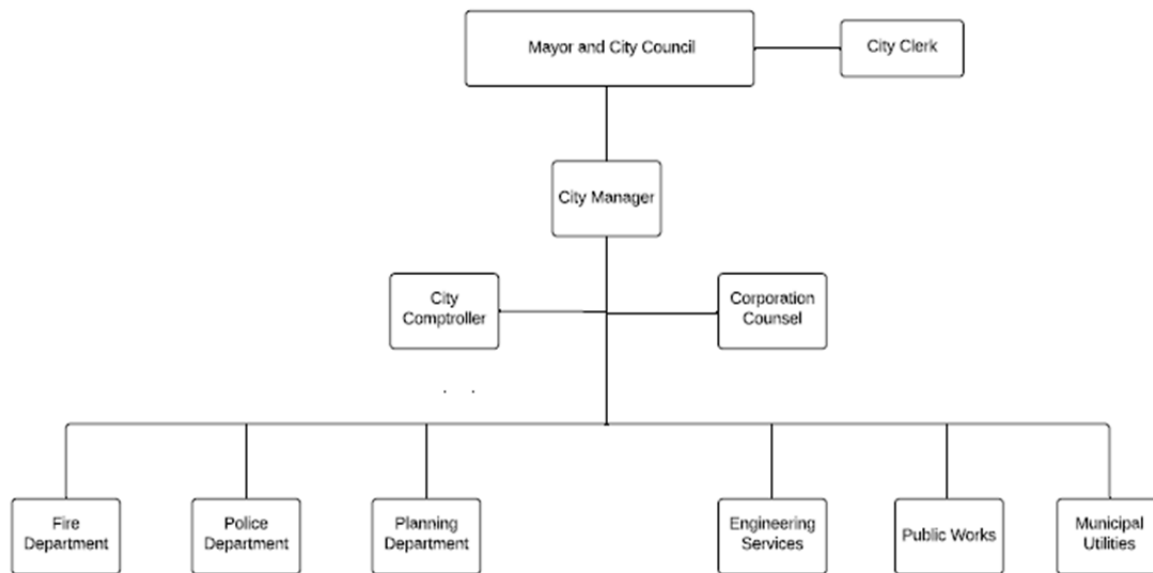
# **City of Auburn, New York 2020-21 Adopted Budget**

Mayor Michael Quill  
Councilor Debra McCormick  
Councilor James Giannettino  
Councilor Terrence Cuddy  
Councilor Timothy Locastro

**City Manager**  
Jeffrey Dygert

**City Comptroller**  
Rachel Jacobs

City of Auburn, New York  
2020-21 Budget Year  
City Wide Structure



**City of Auburn, New York**  
**2020-21 Adopted Budget**  
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July 1, 2020

**General Fund:**

The total General fund budget is projected at approximately \$35,618,116 which is a 5.8% decrease from the prior year revised budget. There is \$774,169 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 projected increase of 10% from the Cayuga County Consortium.
- Unallocated Salaries – This line holds a contingency for retirement incentives or other contractual salary increases.
- 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. However, as a result of COVID-19, the state has withheld 20% of our AIM funding. It is unknown if this will eventually be released to the City.
- Sales tax has been decreased incrementally by quarter based on recent trends due to COVID-19. The budgetary decrease amounts to 9%.
- PILOT payments have increased 23%.
- LISC Grant for \$56k 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 67% due to the change from landfill to transfer station and reducing private hauling while landfill closure occurs. The fund is balanced by using \$1,475,181 of fund balance.

**Refuse Collection Fund**

The fund has a 14.3% increase due to contractual salary increases, new debt issuances, and allocations of salaries between funds. The fund is balanced by using \$380,303 of fund balance.

**Power Utility Fund**

There is a 0.5% increase in this fund's budget due to contractual salary increases and debt issuance increases. The fund is balanced by using \$361,021 of fund balance. The North Division Street Hydro and Mill Street Hydro facilities are both online and generating electricity.

**Transfer Station Fund**

This fund is new due to the completion of Transfer Station Project. The fund is balanced by using \$170,045 of fund balance.

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**Water Fund**

The fund has an 18.2% decrease. There are no proposed fee increases but the fund is balanced by using \$121,913 of fund balance.

**Sewer Fund**

The fund has a 3% decrease. There are no proposed fee increases and no fund balance was utilized to budget the fund.

Respectfully submitted,



City Manager



City Comptroller

**CITY BUDGET**

**FOR FISCAL YEAR ENDING JUNE 30, 2021**

**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, 2021 as it was adopted by the City Council on June 4, 2020.

I also certify that the taxable assessed valuation on which taxes are levied for the 2020-21 fiscal year is \$1,047,711,173 and that the assessment roll is dated June 1, 2020.



Rachel Jacobs  
City Comptroller

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**Calculation of Real Property Tax**

	<u>Total Tax</u>	<u>General Tax</u>	<u>CIP Tax</u>
Real Property Tax Revenue	\$12,240,748	\$8,545,575	\$3,695,173
Reserve for Uncollectable Taxes	<u>\$651,692</u>	<u>\$651,692</u>	<u>\$0</u>
Amount to be Raised by Taxes	\$12,892,440	\$9,197,267	\$3,695,173
2020-21 Taxable Assessed Value	\$1,047,711,173	\$1,047,711,173	\$1,047,711,173
<b>2020-21 Tax Rate:</b>	<b>\$12.30</b>	<b>\$8.78</b>	<b>\$3.52</b>

<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
2019-20	\$1,046,289,555	\$12,649,825	\$12.09

## **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.



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**AUBURN: A Community Snapshot**

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

**Population Trends**

	<b>City of Auburn</b>	<b>Cayuga County</b>	<b>State of New York</b>
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

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

**Population by Age Group**

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

**Population by Ethnicity**

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

**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

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**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

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**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**

<b>Company</b>	<b>Number of Employees</b>	<b>Type</b>
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 2020-21 budget is \$20,266,014. The 2020-21 amount to be raised in taxes is \$13,033,849, 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 2020-21 budget is \$71,772,297. While the total approximate amount of the City's outstanding debt is \$85,792,759, only \$56,266,864 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  
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**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, transfer station, 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  
2020-21 Adopted Budget  
Department Descriptions and Structures**

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**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 2020-21 Budget Summary**

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**Revenues and Other Sources**

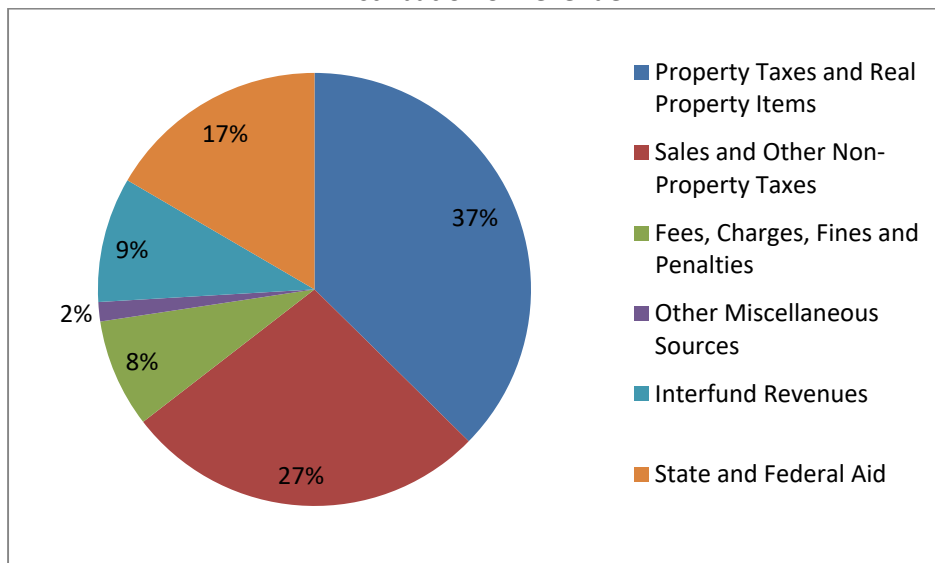
Property Taxes and Real Property Items	\$ 13,020,748
Sales and Other Non-Property Taxes	9,461,454
Fees, Charges, Fines and Penalties	2,824,971
Other Miscellaneous Sources	503,000
Interfund Revenues	3,252,000
State and Federal Aid	5,781,774
	<hr/>
	34,843,947

**Expenditures and Other Uses**

General Government	5,367,360
Public Safety	19,497,926
Transportation	1,799,530
Culture and Recreation	1,617,702
Home and Community Services	793,423
Unallocated Employee Benefits	2,760,000
Interfund Transfers	50,000
Debt Service	3,732,175
	<hr/>
	35,618,116

Budget Surplus (Deficit)	<hr/>
	\$ (774,169.00)

**Distribution of Revenue**



**City of Auburn, New York**  
**2020-21 Adopted Budget**  
**Department Descriptions and Structures**

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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, Corporation Counsel, the finance department, 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.

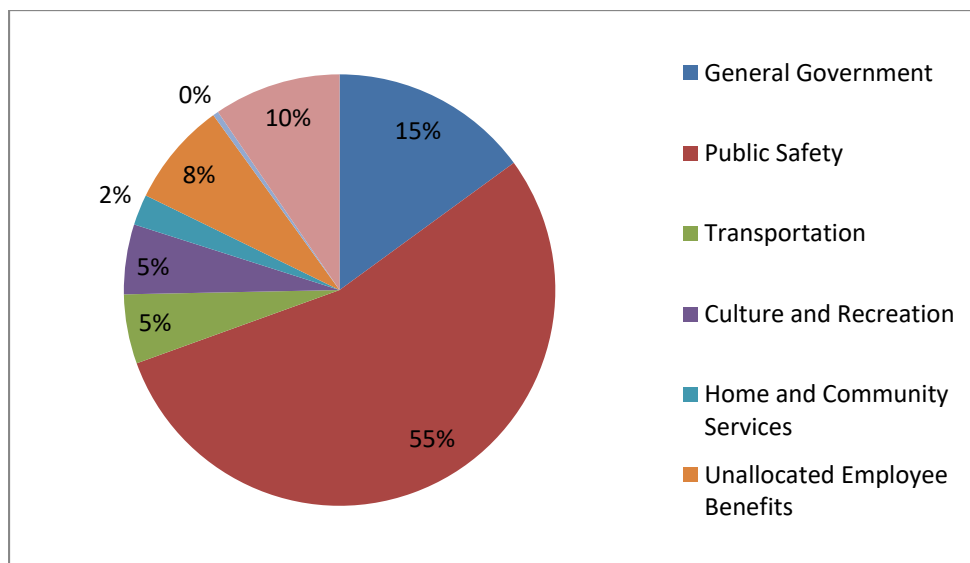
*Transportation* – The transportation function takes care of the city streets and snow removal, street lighting and signal maintenance.

*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  
2020-21 Adopted Budget  
Department Descriptions and Structures**

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**Solid Waste Fund** – This fund is used to account for the remaining landfill disposal at the city’s landfill and the closure and post closure activities at Landfills No.1 and No.2.

**Solid Waste Fund 2020-21 Budget Summary**

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**Revenues and Other Sources**

Landfill Service Charges	-
Late Fees, Special Charges and Other	17,000
	<u>17,000</u>

**Expenses and Other Uses**

Solid Waste Administration	105,058
Refuse Disposal	546,630
Recycling	-
Methane Gas Utilities	-
Closure and Post-Closure Expenses	-
Debt Service	840,493
	<u>1,492,181</u>

Use of Fund Balance	<u>(1,475,181)</u>
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**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 2020-21 Budget Summary**

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**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	1,079,059
Disposal Services	280,000
Operating Expenses	180,725
Debt Service	91,519
	<u>1,631,303</u>

Use of Fund Balance	<u>(380,303)</u>
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**City of Auburn, New York  
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Department Descriptions and Structures**

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**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 non-operational landfill cogeneration facility.

**Power Utility Fund 2020-21 Budget Summary**

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**Revenues and Other Sources**

Sale of Electricity	670,000
Sale of Energy Credits	56,000
Transfer from Other Funds	-
Other Sources	5,000
	<u>731,000</u>

**Expenses and Other Uses**

Hydro-electric Services	140,761
Landfill to Gas Electric Generation Facility	5,000
Debt Service	946,260
	<u>1,092,021</u>

Use of Fund Balance	<u>(361,021)</u>
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**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 2020-21 Budget Summary**

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**Revenues and Other Sources**

Metered Water Sales	4,800,000
Other Charges and Fees	759,882
	<u>5,559,882</u>

**Expenditures and Other Uses**

Administration	1,053,000
Utility Billing	261,764
Water Filtration and Pumping Stations	1,710,452
Transmission and Distribution	1,110,948
Unallocated Employee Benefits	140,000
Reserves	-
Debt Service	1,405,631
	<u>5,681,795</u>

Budget Surplus (Deficit)	<u>(121,913)</u>
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**City of Auburn, New York  
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**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 2020-21 Budget Summary**

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<b>Revenues and Other Sources</b>	
Sewer Rents	6,400,000
Other Charges and Fees	1,688,000
	8,088,000
<b>Expenditures and Other Uses</b>	
Administration	1,215,382
Sanitary Sewers	1,025,988
Sewage Treatment	3,114,224
Unallocated Employee Benefits	105,000
Reserves	-
Debt Service	2,619,684
	8,080,278
Budget Surplus (Deficit)	7,722

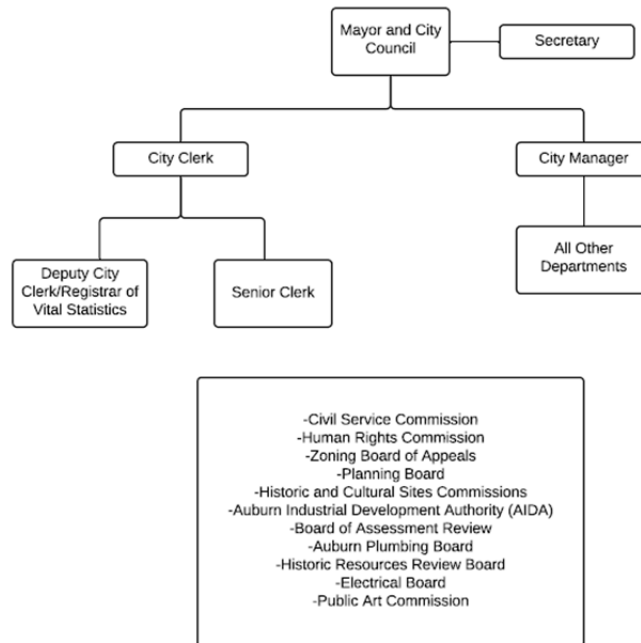
**Transfer Station Fund** – This fund is used to account for the city’s processing of city collected refuse and recycling and household refuse delivered to the transfer station and its transportation for disposal.

**Transfer Station Fund 2020-21 Budget Summary**

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<b>Revenues and Other Sources</b>	
Transfer Station Revenues	617,500
	617,500
<b>Expenses and Other Uses</b>	
Transfer Station Expenditures	787,545
	787,545

**City of Auburn, New York  
2020-21 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.

**City of Auburn, New York  
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**Commissions and Boards**

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

- *Civil Service Commission,*
- *Human Rights Commission,*
- *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,*
- *Auburn 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 Structures 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 and is appointed by City Council.



**City of Auburn, New York**  
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**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.

**Planning Board** – Appointed by the Mayor, the Planning Board 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. To sustain and increase the economic vitality of tourism in the City of Auburn, the Historic and Cultural Sites Commission shall have as its purpose and goals, including but not limited to, the following: development and oversight 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 including review and revision of all promotional literature and signage; development of special programming and events among its partner sites; and, maintaining a central Visitor Information Center that serves as its headquarters.

**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

**City of Auburn, New York**  
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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.

**The Office of the City Clerk**

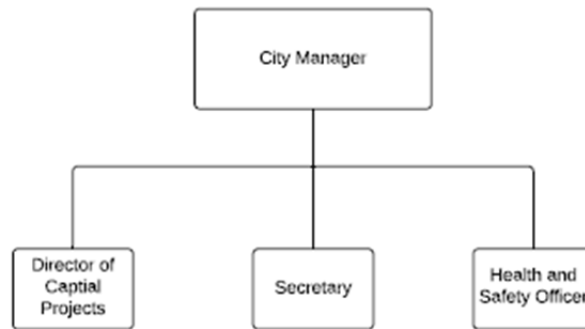
**Mission**

*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's office serves as the 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  
2020-21 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.

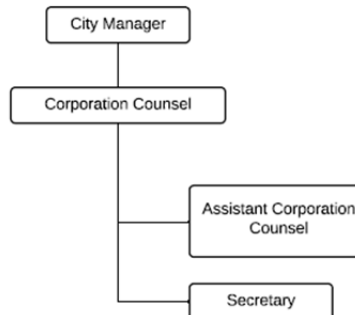
**City of Auburn, New York**  
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The City Manager directs the human resource function and administers the risk management program providing various training opportunities and programs to provide a safe working environment and ensure compliance with OSHA 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  
2020-21 Budget Year  
Office of the Corporation Counsel



**OFFICE OF 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**

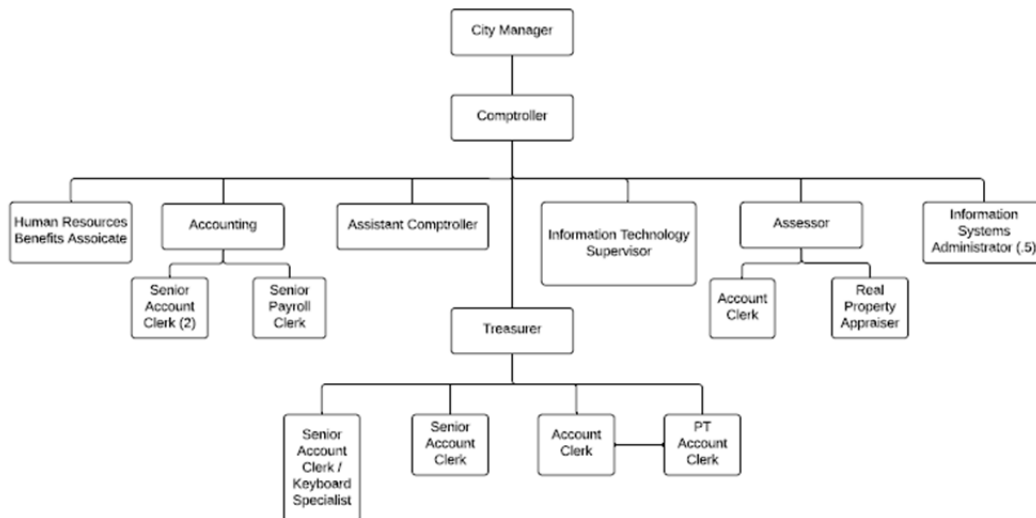
The office consists of two attorneys, Corporation Counsel and Assistant Corporation Counsel, and one Paralegal/Secretary. We serve the City Council, City Manager, Mayor, City Departments, and Boards and Commissions, as they establish and administer policies and programs, which are intended to benefit 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.

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**City of Auburn, New York  
2020-21 Budget Year  
Finance Department**



**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.

**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

**City of Auburn, New York**  
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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.

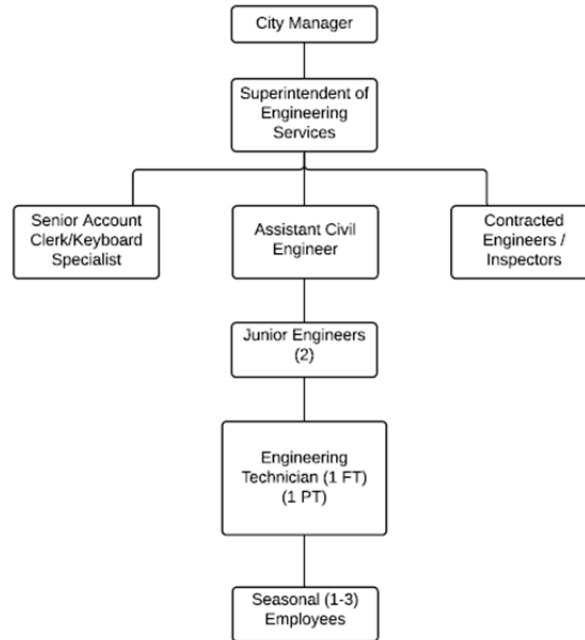
**City Treasurer's Office** – The City Treasurer's Office, under supervision of the Treasurer, is responsible for the preparation and mailing of all city tax bills, collection of all revenue, including city tax, delinquent county and school tax, water and sewer bills, landfill fees, parking tickets and 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 are 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.

**Information Technology** - The Department of Information Technology under the supervision of the Comptroller directs and manages the development, deployment and ongoing operations of all information technology services provided to city departments. These services include but are not limited to: project management; systems analysis, systems planning development and deployment; telecom/network management; information security and compliance. Along with major systems and infrastructure designs and maintenance we also provide the majority of end user support to all city employees.

**Human Resources** – The HR office, is under supervision of the Comptroller, is responsible for preparing all employees for employment, providing support to the City Manager and the Department Heads, provides training opportunities and outreach to community educational facilities, conducts open enrollment for benefits, monitoring potential programs for cost savings and benefit enhancements. Processes and administers Worker's Compensation cases for the City. Also provides assistance to retirees, seasonal, and part-time employees who are not covered by collective bargaining agreement(s).

## City of Auburn, New York 2020-21 Budget Year Engineering Department



### ENGINEERING DEPARTMENT

#### 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 Superintendent of Engineering Services, who is a NYS registered licensed Professional Engineer meets the requirements of the NYS Education Law requiring that the design and construction of Public Works projects and the providing of engineering services be under the supervision of a registered licensed professional engineer. The Superintendent of Engineering Services serves as the City's Local Responsible Official on the NYSDOT Capital Projects; is the City's Street Lighting Administrator; is in charge of all public rights-of-way and deals with all utility providers using these rights-of-way; and also



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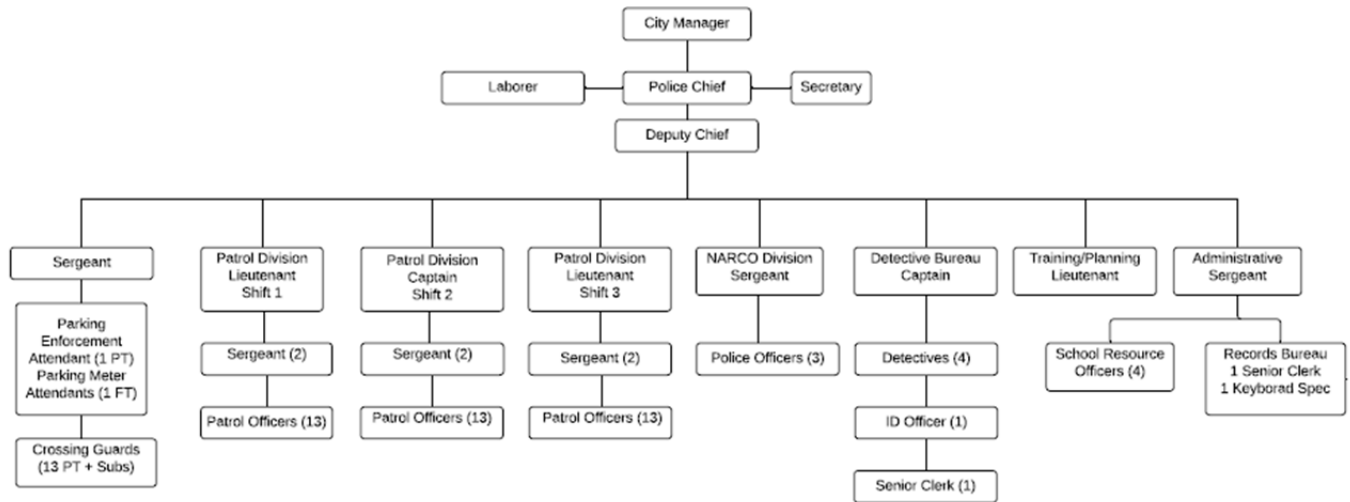
assists the Municipal Utilities Department with the management of the City of Auburn's water distribution system and the sewer collection systems.

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 responsible for the administration and management of most major capital public works projects. Projects included in the NYSDOT's five-year capital improvement program that were recently completed are as follows: the replacement of the North Division Street Bridge; the Lincoln and William Street Re-Paving Project; 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 Department). The NYSDOT projects that are presently ongoing are under design or going out to construction are as follows: the replacement of the State Street Bridge; and the South Street Corridor Enhancement Project from Metcalf Dr. to the city line south. Other recent capital projects working with the Municipal Utilities Department, Planning Department and Public Works Department are: 2020 Water Main Improvements Project (under Design); the 2019 Water Main Improvements Project; the new storage building at Falcon/Casey Park; the North Street Water Main Project; the Sewer Collection Project and the CDBG Parks/Playground Projects. In addition, the Engineering Department fully develops, administers, and inspects 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 grant applications and reimbursements for public works projects; the administration of NYSDOT's Consolidated Highway Improvement Funds, PaveNY, Extreme Winter Recovery Programs for the City of Auburn; and the bidding process for other city projects including major equipment, energy, and chemical purchases.

**City of Auburn, New York  
2020-21 Adopted Budget  
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**City of Auburn, New York  
2020-21 Budget Year  
Police Department**



**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:**

The values of the Auburn Police Department begin with the common understanding that all citizens shall be treated with **Human Dignity**. Regardless of race, social class, gender, religion, background or beliefs, each individual we serve will be given **Respect, Excellence** of service, **Compassion** and understanding, while we promise to always maintain our **Integrity** through collaborative **Teamwork** and **Accountability** by means of a strategic partnership with the community members that we serve.

**B. 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.

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

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

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

**F. 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.

**G. 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 2020-2021**

**1). Continued Engagement and Improvement of Service to our Community**

**Goal:**

Develop programs and partnerships that continue to build trust and equity with our citizens through understanding of each other's common desires of maintaining a safe and vibrant community for all to thrive within.

**Objectives:**

- Calls for service will continue to be answered in a positive and helpful manner in all instances where possible
- Our members will continue to give citizens opportunities to be educated on crime prevention through neighborhood programs, School Resource Officer programs, as well as consistent communication through all media platforms in order to keep our residents informed.
- The Auburn Police Department will continue to issue periodic Community Satisfaction Surveys that will give residents an opportunity to tell us how we are doing with the service that we provide while offering suggestions on ways we can improve.
- The Auburn Police Department will continue with such community initiatives like "Coffee with a Cop," "Building Bridges," "National Night Out," and neighborhood engagements like our "Help us Help you" programs.

**2). Develop a Comprehensive Police Reform and Reinvention Plan**

**Goal:**

In adherence and compliance with New York State Governor Andrew Cuomo's Executive Order No. 203, the Auburn Police Department will review our current policies and procedures and develop a plan to improve upon those deemed necessary.

**City of Auburn, New York  
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**Objectives:**

- Promote community engagement to foster trust, fairness, and legitimacy, and to address any racial bias within current policies and procedures
- Convene the stakeholders in the community to develop and create the required plan for adoption
- Offer a public comment period regarding the developed plan
- Present the Auburn Police Department plan to the Auburn City Council for adoption as a local law or resolution no later than April, 2021.

**3). Recruitment / Retainment**

**Goal:**

Establish new ways to attract, hire, diversify and retain personnel.

**Objectives:**

- To work with our City Civil Service Commission as well as community stakeholders in streamlining 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 various department bureaus to complete different sections of a background check, revamping our background checklist, and establishing guidelines/ requirements/ refresher training for FTO Officers.
- To increase our applicant pool, especially people of color, women, and other individuals who are under-represented in departmental ranks for possible employment within law enforcement by developing trust; instilling effective communication between potential applicants and assisting them in learning about our department and the processes involved with joining our department. This will be accomplished under coordinated efforts with our community stakeholder partner agencies.

**4). 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.

**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.

**City of Auburn, New York  
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**5). 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.

**6). ET Training**

**Goal:**

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

**Objective:**

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

**7). 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.

**8). 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 and in conjunction with partner agencies in order to share trainer experience and cost of trainings.

**9). Records Retention Project**

**Goal:**

Implement a City wide policy and procedure regarding the proper retention and schedule of removal/purging relative to municipal records in accordance with the New York State Archives Records Retention and Disposal MU-1 Schedule.

**Objective:**

- In order to comply with FOIL laws as well as the recent repeal of Civil Rights Law 50-a, the Auburn Police Department believes this an opportune time to review and create policy surrounding our records retention and disposal protocols on a city-wide level.

**10). Administration Succession Plan**

**Goal:**

Succession Planning is a critical leadership tool for ensuring our agency's organizational growth and continuity by eliminating substantial gaps in our institutional memory, knowledge, and leadership through strategic (planned) placement of key personnel.

**Objective:**

- Work to develop and implement a plan for pre-planning for the future replacement of key leadership positions, both near and far.

**11). Officer Wellness Program**

**Goal:**

In recognition of the critical role that officer wellness plays in police work the Auburn Police Department will create a program aimed at preserving and promoting officers' physical and emotional health in order to support a healthy and productive workforce that is able to successfully serve our community with compassion and understanding.

**Objective:**

- Create wellness initiatives aimed at reducing officer injuries and deaths due to poor physical health and stress.
- Create wellness initiatives and offer programming that offer strategies to reducing officers stress levels. The stressful nature of police work can negatively impact officers' mental health. Officers endure long-term stress on the job caused by repeated exposure to high-stress incidents. These stressors cause police officers to experience anxiety, depression, and post-traumatic stress disorder (PTSD) at disproportionately high rates.

**City of Auburn, New York  
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- Address, educate and reduce the stigmatism surrounding officers seeking mental health care.

**12). Canine Program**

**Goal:**

With the passing of K9 Chuey in April of 2020, the Auburn Police Department no longer has an active K9 team. We would like to explore the possibility of continuing our K9 program with the selection of a handler and purchase of a dog.

**Objective:**

- Research the financial capability of continuing the program
- Conduct a needs assessment surrounding a K9 program in the City of Auburn
- Explore grant/donations to purchase a K9
- Interview candidates interested in being K9 handler

**Organizational Structure and Duties**

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

**Patrol Division** - The Patrol Division is responsible for patrolling the entire City of Auburn, an area of approximately 8.6 miles. The patrol division responds to dispatched calls, which include both criminal incidents, such as stabbings, robberies and burglaries and non-criminal service calls, such as neighbor disputes, missing persons, and youth complaints. The patrol unit also enforces traffic and parking law. In 2019 the Police Department responded to 35,137 calls for service and logged 377,984 miles on patrol. 1,655 Uniformed Traffic Tickets were issued, 10,302 parking tickets and 1,246 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 2019. As part of the "Police Traffic Safety Program" sponsored by the Governor's Committee on Traffic Safety officers issued 727 traffic tickets with a combined 423 hours of additional traffic enforcement.

**Training/Planning Division** – The training and planning division is responsible for the coordination and training needs of all sworn and civilian personnel of the Auburn Police Department in accordance with mandates placed on municipal police agencies by the State of New York. The Training Division also coordinates training of all newly hired recruits through various Central New York Regional Police Academies as well as administers their field training programs upon their graduation from an applicable police academy. Lastly, the training and planning command officer oversees the departments

**City of Auburn, New York**  
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scheduling and administers a digital scheduling software platform that was recently implemented to assist in making this process more efficient and automated.

**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 289 new cases and closed 249 previously assigned cases during 2019. 48 cases were closed by arrest or warrant application for a total of 72 charges. This included 45 felonies and 27 misdemeanors. In addition, 12 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 2019, the Identification Bureau handled 694 new cases and a total of 3,143 items were received as evidence/property. 184 items were submitted to the crime lab, 23 background checks were completed, and 29 new and renewed taxi licenses were processed. In addition, 137 sex offenders were monitored on average, with 851 sex offender contacts and 1 sex offender 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 2019 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 10<sup>th</sup> year of partnership with the Marshals Service and resulted in 55 arrests consisting of 110 felonies, 25 misdemeanors and 1 violation.

**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, New York State Police, the New York National Guard Counterdrug Task Force and the Drug Enforcement Administration, is responsible for investigating and combating the illegal distribution of narcotics in the City of Auburn. In 2019, the task force conducted 168 new cases and arrested 44 subjects on 113 charges. Officers seized 5118 grams of marihuana, 104 grams of cocaine and 10 grams of heroin, 290 doses of opiates/pharmaceutical drugs and 138 grams of Molly during confidential drug investigations. Narcotic officers also executed 21 search warrants and seized 6 illegally possessed handguns.

**K-9 Unit** - The K-9 Unit patrols, handles, and trains the police canine. The canine unit provides 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. At the present time the Auburn Police Department K9 unit is not a functional unit due to the death of K9 Chuey in April of 2020. The future of the K9 program will be evaluated during this fiscal budget.



**City of Auburn, New York**  
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**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 2019, 330 5<sup>th</sup> grade elementary school children received D.A.R.E. instruction.

**Community Oriented Policing Initiative (C.O.P.)** - The police department also administers the Community Oriented Policing (C.O.P.) Initiative. The initiative operates in 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 2019 the COP Officer dedicated 192 hours to Community Policing and visited 64 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 2019, Auburn Police Officers assigned to the program had intervened in 1,182 incidents within the confines of the Auburn School District properties. Of those incidents, there were 8 adult arrests (students 16 years of age and older). In addition, 15 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 2019, 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 the Chief of Police, police personnel, and the general public along with other agencies. Responsibilities include payroll and maintaining personnel files as well as budget creation and oversight throughout the fiscal year.

**Senior Clerk** - One senior clerk works under the supervision of the Chief of Police. Responsibilities include managing our NYS Law Enforcement Accreditation program, maintaining APD’s website and social media accounts, 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

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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.

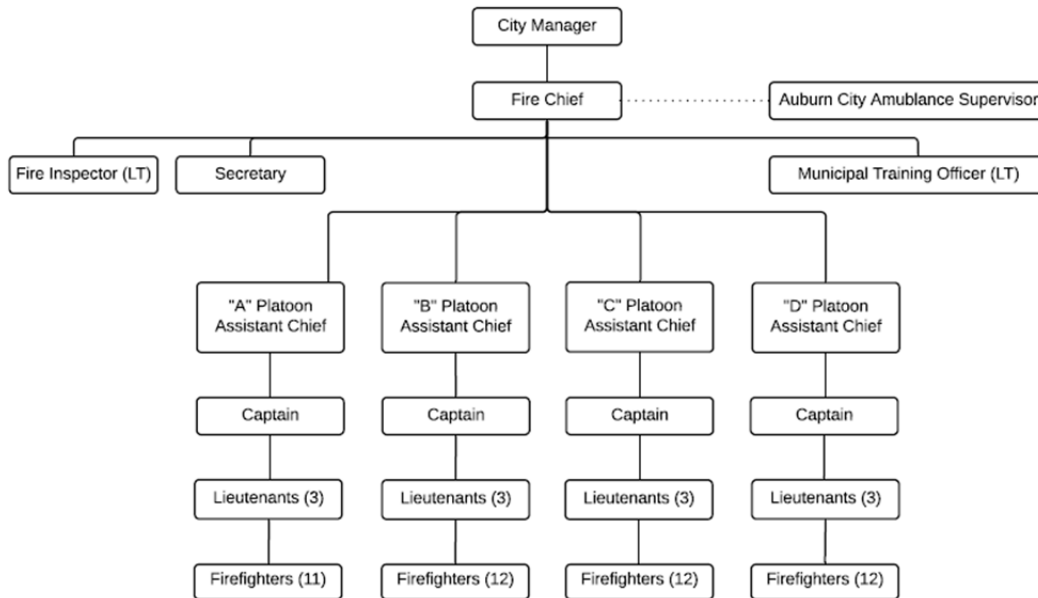
**Laborer** - One full time laborer performs routine maintenance on the facility. Some responsibilities include lawn care and snow removal, painting, minor plumbing and furniture repairs, trash removal and general custodial cleaning.

**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 2019 the Auburn Police Department hired three new police officers. The department also lost nine officers to retirement. At the end of 2019 the department employed 57 sworn police personnel including the Chief of Police and the Deputy Chief. The Auburn Police Department has a budgeted full strength staff of 67 sworn officers and is consistently working to rebuild our force to this strength.

City of Auburn, New York  
 2020-2021 Budget Year  
 Fire Department



**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**  
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**2020-2021 Work Force** – The Auburn Fire Department is staffed with 70 uniformed personnel divided among four platoons and one non-uniformed secretary. There is a full-time Training Officer and full-time 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 2019, Fire Department personnel responded to approximately 7,200 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 is comprised of 6 (six) New York State Certified Fire 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 past 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

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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 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 229 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 235 hours of training in calendar year 2019. 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

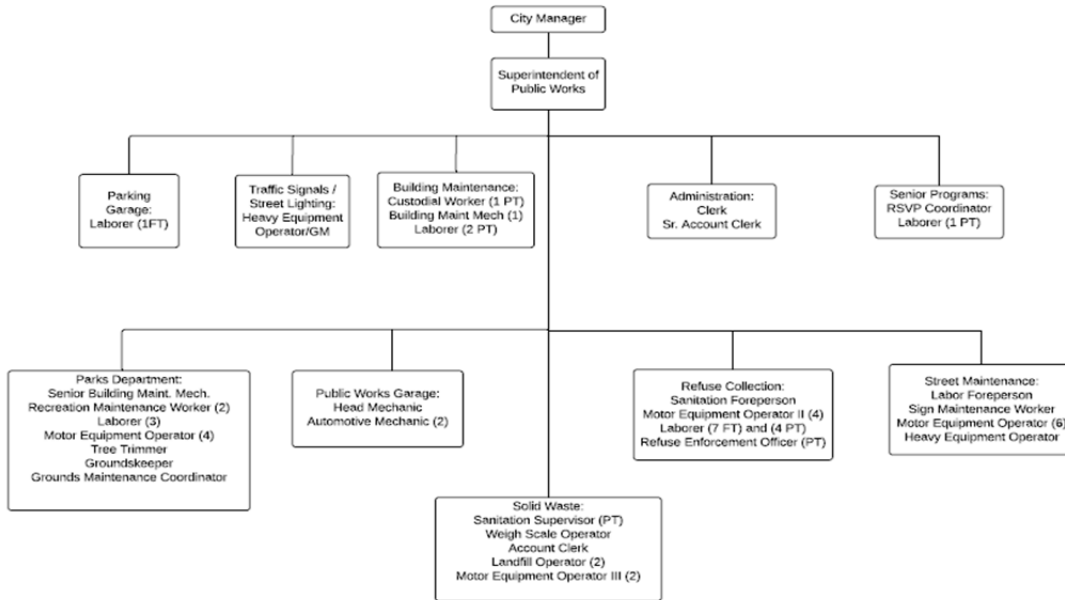
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equipment and training in the 1990's to more safely and effectively provide technical rescue service. Recently, state and federal grant programs have helped the department increase its capabilities and improve the safety of our responders and the community. 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.

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**City of Auburn, New York  
2020-21 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:

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**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.

**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.

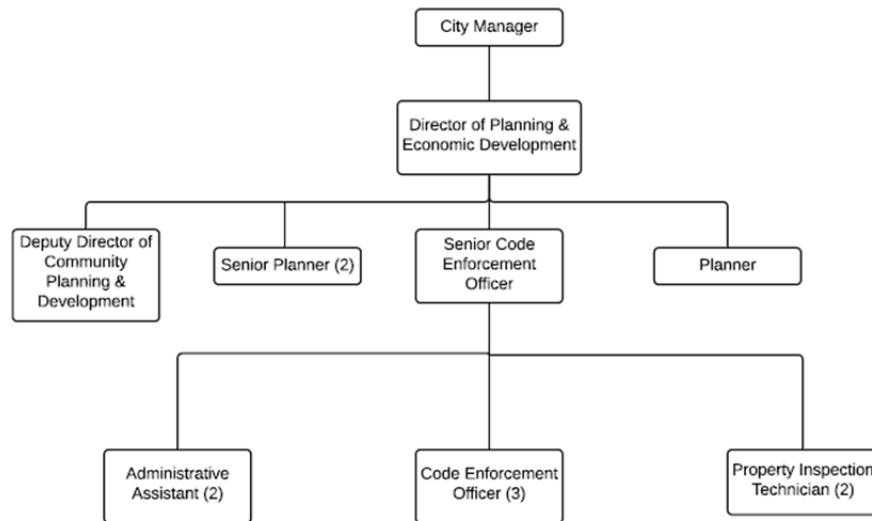
**Municipal Parking** - The Public Works Department is responsible for overseeing the City's Municipal Parking Garage, with responsibilities for operations and maintenance. Included in this is the maintenance involved with the street parking meters, parking lot kiosks and the parking garage's automated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

**Solid Waste Fund** - This fund is used to account for the remaining landfill disposal at the city's landfill and the closure and post closure activities at Landfills No.1 and No.2.

**Transfer Station Fund** - This fund is used to account for the city's processing of city collected refuse and recycling and household refuse delivered to the transfer station and its transportation for disposal.



City of Auburn, New York  
2020-2021 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

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

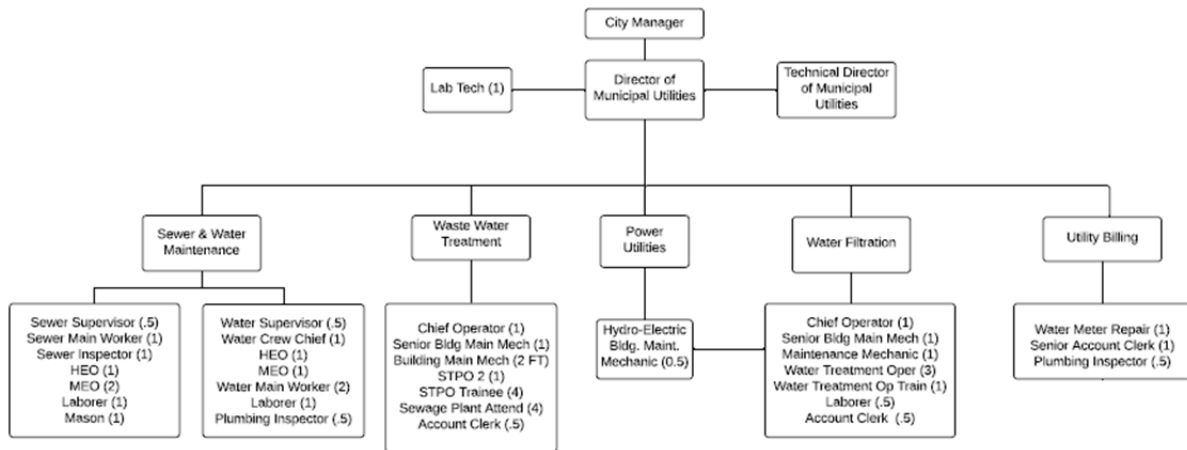
**Community Development** – Community Development encompasses all activities which have the goal of improving the quality of life for city residents, our community, and its neighborhoods. Specific duties include: producing the Community Development Block Grant (CDBG) Five Year Consolidated Planning Strategy 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.

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**City of Auburn, New York  
2020-2021 Budget Year  
Department of Municipal Utilities**



**DEPARTMENT OF MUNICIPAL UTILITIES**

**Mission**

*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 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, two remote pumping stations, management and oversight of three 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 45,000 customers.

Water Department Functions and Responsibilities:

- Meet and/or exceed federal, state and local guidelines as they apply to water

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- 24 hour emergency water main repair
- 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.

**Wastewater Treatment Department**

The Auburn Wastewater Treatment Department exists to provide safe, reliable, and responsible collection and treatment of wastewater and storm water for our current and future customers at the lowest possible cost, while protecting the environment and maintaining and/or improving water quality.

**Sewer Maintenance** - Maintains and repairs the City's sewer system, which consists of 109 miles of sanitary sewers.

Wastewater Treatment Department Functions and Responsibilities:

- Meet and/or exceed federal, state and local guidelines as they apply to wastewater
- 24 hour emergency sanitary sewer and storm water line repairs
- Operation and maintenance of all pumping facilities
- 24 hour operation and maintenance of treatment facilities
- Accept hauled septage delivery for treatment
- Provide EPA industrial discharge permits to affected industries
- Maintain a long-range comprehensive master plan for our service areas to insure future service

**Power Utility Fund**

The Power Utility Fund exists to generate sustainable power that can be used to generate revenue for the City. It includes the hydro-electric facilities and the Landfill Gas to Electric Facility (LFGE).

- **Hydro-power**- Responsible for maintenance and operation of the North Division Street hydro and the Mill Street hydro. The lake level is also controlled by this department to comply with Federal regulations and ensure the safety of the community.
- **Landfill Gas to Electric Facility**- The landfill gas to electric facility is currently inactive. The generation plant consists of two generators capable of 1 Mwh each for a total plant capacity of 2 Mwh.

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**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.

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*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.

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*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



**SALARY SCHEUDLES**

**Senior Management Policy**

For Fiscal Year Ended 6/30/21 (1.81% Inflation Factor)										
	1	2	3	4	5	6	7	8	9	10
<b>Department Heads</b>										
Corporation Counsel	100,715	102,760	104,846	106,976	109,148	111,364	113,626	115,935	118,290	120,694
Comptroller	96,018	97,968	99,957	101,985	104,056	106,169	108,325	110,526	112,770	115,061
Superintendent of Public Works	86,218	87,967	89,751	91,572	93,431	95,327	97,262	99,236	101,251	103,306
Superintendent of Engineering	86,218	87,967	89,751	91,572	93,431	95,327	97,262	99,236	101,251	103,306
Director of Planning and Economic Development	86,218	87,967	89,751	91,572	93,431	95,327	97,262	99,236	101,251	103,306
Director of Municipal Utilities	86,218	87,967	89,751	91,572	93,431	95,327	97,262	99,236	101,251	103,306
City Clerk	65,456	66,782	68,134	69,514	70,922	72,358	73,825	75,320	76,847	78,405
<b>Management and Professional Staff</b>										
Assistant Corporation Counsel	81,340	82,990	84,672	86,390	88,142	89,931	91,755	93,618	95,517	97,456
Director of Capital Projects and Grants	81,340	82,990	84,672	86,390	88,142	89,931	91,755	93,618	95,517	97,456
Deputy Director of Community Planning and Development	76,948	78,508	80,100	81,724	83,381	85,072	86,798	88,558	90,355	92,191
Information Technology Systems Administrator	68,046	69,734	71,464	73,237	75,055	76,919	78,829	80,786	82,793	84,850
Assistant Comptroller	68,046	69,734	71,464	73,237	75,055	76,919	78,829	80,786	82,793	84,850
<b>Management Support Staff</b>										
Secretary to the City Manager	47,759	49,125	50,531	51,977	53,463	54,993	56,567	58,185	59,850	61,563
Secretary to the Corporation Counsel	46,135	47,455	48,811	50,208	51,644	53,122	54,642	56,205	57,814	59,467
Civil Service Clerk	42,009	43,209	44,446	45,718	47,025	48,371	49,754	51,179	52,642	54,149
Secretary to the Mayor	40,898	42,068	43,272	44,510	45,783	47,093	48,440	49,827	51,252	52,718

City of Auburn, New York  
 2020-21 Adopted Budget  
 Department Descriptions and Structures

**CSEA Professional & Administrative Unit 6251-02**

07/01/2020-06/30/2021 (\$1,500)			STEPS														
Grade	Title	Hours/wk	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
23	Assessor Treasurer	35	67,355	68,945	70,575	72,246	73,958	75,713	77,512	79,356	81,247	83,184	85,170	87,205	89,292	91,430	93,622
22	Planning & Econ Devel Prog. Manager	35	65,688	67,236	68,824	70,450	72,118	73,827	75,579	77,375	79,215	81,102	83,036	85,018	87,050	89,132	91,267
21	Assistant Civil Engineer	35	63,646	65,143	66,678	68,251	69,864	71,517	73,211	74,948	76,727	78,552	80,422	82,339	84,303	86,317	88,381
18	Junior Engineer	35	59,233	60,620	62,042	63,499	64,993	66,524	68,093	69,702	71,351	73,041	74,773	76,549	78,368	80,234	82,146
	Sanitation Supervisor																
	Water & Sewer Supervisor																
	Chief-WWTP Operator																
16	Chief-WTP Operator	40	62,773	64,249	65,761	67,311	68,900	70,529	72,199	73,910	75,664	77,462	79,304	81,193	83,129	85,114	87,148
15	Senior Planner	35	54,653	55,926	57,230	58,567	59,937	61,342	62,782	64,258	65,770	67,321	68,910	70,539	72,209	73,920	75,675
14	Senior Code Enforcement Officer	35	53,440	54,682	55,956	57,261	58,598	59,970	61,375	62,816	64,292	65,806	67,357	68,948	70,578	72,248	73,961
9	Real Property Appraiser	35	49,567	50,800	52,064	53,360	54,690	56,054	57,418	58,816	60,249	61,717	63,223	64,766	66,348	67,969	69,630
8	Office Systems & Training Coordinator	35	45,355	46,451	47,575	48,727	49,908	51,118	52,358	53,630	54,933	56,269	57,638	59,042	60,480	61,955	63,466
7	Parking Garage Supervisor	40	48,628	49,750	50,900	52,079	53,287	54,525	55,795	57,096	58,429	59,796	61,198	62,634	64,106	65,615	67,161
6	Community Development Planner	35	45,691	46,740	47,814	48,916	50,045	51,202	52,389	53,605	54,851	56,129	57,438	58,780	60,156	61,566	63,012
	Deputy City Clerk																
5	Secretary to the Director of Planning & ED	35	39,977	40,883	41,811	42,763	43,738	44,738	45,762	46,813	47,889	48,993	50,124	51,283	52,471	53,689	54,938

**City of Auburn, New York  
2020-21 Adopted Budget  
Department Descriptions and Structures**

**CSEA Big Unit 6251-00**

**35 Hour Employees - Annual**

07/01/2020-06/30/2021 (2.5%)																
Grade	35 Hour Titles	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
5/5A	Motor Vehicle Operator, Clerk	30,985	31,833	32,706	33,603	34,527	35,477	36,454	37,458	38,492	39,555	40,649	41,773	42,930	44,120	45,344
6A	Keyboard Specialist	31,783	32,655	33,550	34,472	35,420	36,395	37,398	38,430	39,492	40,584	41,707	42,862	44,050	45,272	46,529
8	Records Retention Clerk	33,787	34,716	35,671	36,653	37,664	38,703	39,773	40,873	42,003	43,167	44,364	45,595	46,861	48,164	49,504
9A	Senior Clerk, Senior Keyboard Specialist	33,878	34,809	35,767	36,751	37,765	38,807	39,879	40,982	42,117	43,283	44,484	45,718	46,988	48,294	49,638
9	Account Clerk, Administrative Assistant, Cashier	34,577	35,528	36,506	37,513	38,549	39,613	40,708	41,835	42,994	44,185	45,411	46,672	47,970	49,304	50,676
10/10A	RSVP Coordinator, Account Clerk/Keyboard Specialist, Secretary	35,480	36,456	37,461	38,505	39,558	40,652	41,776	42,934	44,124	45,348	46,608	47,903	49,236	50,606	52,016
11	Engineering Helper, Property Inspection Technician	36,486	37,492	38,527	39,591	40,686	41,811	42,959	44,160	45,386	46,646	47,942	49,276	50,648	52,059	53,510
13	Registrar - Vital Statistics, Senior Account Clerk, Purchasing Assistant, Planning Assistant	38,834	39,906	41,010	42,145	43,313	44,514	45,750	47,020	48,327	49,672	51,054	52,477	53,940	55,446	56,994
14	Engineering Technician, Senior Account Clerk/Keyboard Specialist, Senior Payroll Clerk	40,154	41,265	42,408	43,582	44,792	46,034	47,313	48,630	49,983	51,374	52,806	54,279	55,794	57,352	58,954
15	Code Enforcement Officer	41,507	42,657	43,839	45,054	46,306	47,593	48,916	50,277	51,677	53,118	54,599	56,124	57,691	59,304	60,962
16	Senior Engineering Technician, Legal Assistant	42,874	44,062	45,285	46,543	47,836	49,167	50,535	51,943	53,391	54,881	56,413	57,989	59,610	61,277	62,992
17	Planner, Plumbing Inspector	44,533	45,770	47,041	48,349	49,694	51,077	52,501	53,965	55,470	57,019	58,613	60,252	61,937	63,670	65,454
18	Personnel Technician	46,215	47,499	48,821	50,179	51,577	53,014	54,493	56,013	57,578	59,187	60,842	62,545	64,296	66,097	67,951

**City of Auburn, New York  
2020-21 Adopted Budget  
Department Descriptions and Structures**

**40 Hour Employees – Annual**

07/01/2020-06/30/2021 (2.5%)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade	40 hour Titles															
5	Custodial Worker	31,826	32,699	33,596	34,520	35,468	36,445	37,450	38,484	39,549	40,640	41,764	42,920	44,111	45,335	46,593
5B	Clerk	35,412	36,381	37,379	38,404	39,459	40,545	41,662	42,809	43,991	45,206	46,456	47,741	49,063	50,423	51,822
8	Sr. Cit/Spec Events Coordinator	34,631	35,587	36,564	37,572	38,609	39,675	40,772	41,900	43,061	44,256	45,483	46,747	48,045	49,382	50,757
9	Laborer, Custodian	35,420	36,395	37,398	38,430	39,491	40,583	41,706	42,862	44,049	45,272	46,528	47,822	49,152	50,520	51,927
6B	Keyboard Specialist	36,323	37,320	38,343	39,397	40,480	41,594	42,741	43,920	45,134	46,382	47,665	48,985	50,343	51,739	53,176
10	Parking Meter Attendant, Parking Fee Collector, Parking Enforcement	36,321	37,323	38,352	39,411	40,501	41,621	42,773	43,960	45,179	46,434	47,724	49,051	50,417	51,820	53,265
11	Wastewater Treatment Plant Attendant, Water Plant Attendant, Water Meter Reader	37,325	38,354	39,413	40,503	41,624	42,777	43,963	45,182	46,437	47,727	49,054	50,420	51,824	53,269	54,755
12/9B	Water Maintenance Worker, Sewer Maintenance Worker, Recreation Maintenance Worker, Senior Keyboard Specialist, Motor Equipment Operator Grade 1, Building Maintenance Mechanic, WWTP Operator Trainee, WTP Operator Trainee, Senior Clerk	38,717	39,781	40,876	42,001	43,160	44,351	45,576	46,837	48,133	49,466	50,839	52,249	53,701	55,194	56,729
9C	Account Clerk	39,517	40,604	41,722	42,872	44,056	45,272	46,523	47,812	49,136	50,498	51,899	53,340	54,823	56,347	57,916
10B	Secretary	40,548	41,664	42,813	44,005	45,210	46,460	47,744	49,068	50,428	51,827	53,266	54,746	56,269	57,835	59,447
13	Laboratory Technician, Head Custodian, Water Meter Repair Worker, Weigh Scale Operator, Parking Meter Repair Worker, Motor Equipment Operator - Grade 2	39,670	40,767	41,895	43,055	44,249	45,477	46,739	48,039	49,375	50,750	52,164	53,618	55,114	56,652	58,235
13B	Senior Account Clerk	44,381	45,607	46,869	48,166	49,501	50,873	52,285	53,737	55,231	56,768	58,348	59,974	61,646	63,367	65,135
14	Heavy Equipment Operator Grade 1, Sewer Inspector, WWWTP Operator, WTP Operator	40,988	42,123	43,289	44,490	45,725	46,995	48,301	49,644	51,027	52,449	53,911	55,416	56,963	58,555	60,192
15	Dog Control Officer, Tree Trimmer, Sign Maintenance Worker, Automotive Mechanic	42,351	43,525	44,732	45,973	47,250	48,563	49,916	51,305	52,734	54,205	55,718	57,274	58,874	60,521	62,214
16	Labor Foreperson, Mason, Water Maintenance Service Worker, Parking Garage Supervisor, Landfill Operator, Water Distribution Crew Chief	43,706	44,918	46,165	47,448	48,767	50,125	51,520	52,956	54,433	55,952	57,515	59,122	60,776	62,477	64,226
17	Head Automotive Mechanic, Sanitation Foreperson, Water Meter Service Worker	45,377	46,637	47,933	49,266	50,637	52,048	53,499	54,991	56,526	58,105	59,729	61,401	63,119	64,887	66,706
17B	Plumbing Inspector	50,895	52,308	53,761	55,256	56,793	58,374	60,001	61,674	63,394	65,164	66,986	68,859	70,785	72,766	74,805
18	Maintenance Mechanic (Water)	47,055	48,363	49,707	51,092	52,516	53,980	55,486	57,036	58,629	60,268	61,955	63,689	65,473	67,309	69,196
19	Senior Building Maintenance Mechanic, Director of Recreation, Supervisor Water Treatment Operator, Supervisor Waste Water Treatment Operator	48,734	50,090	51,485	52,919	54,395	55,914	57,476	59,081	60,734	62,434	64,181	65,980	67,829	69,731	71,689
21	Signal Electrician	52,637	54,104	55,614	57,167	58,765	60,408	62,097	63,836	65,624	67,464	69,356	71,302	73,305	75,363	77,481
22	Industrial Pretreatment Coordinator	54,872	56,404	57,980	59,601	61,268	62,982	64,746	66,561	68,426	70,346	72,321	74,352	76,441	78,590	80,800

**New York Finger Lakes Region Police Officers Local No. 195**

July 1, 2020 (\$1,800 Flat Increase)								
NEW STEPS	1	2	3	4	5	6	7	8
Police Officer	\$ 48,266	\$ 51,323	\$ 54,604	\$ 58,126	\$ 61,905	\$ 65,960	\$ 70,313	\$ 74,984
Police Officer (5/2)	\$ 48,496	\$ 51,573	\$ 54,869	\$ 58,410	\$ 62,209	\$ 66,287	\$ 70,664	\$ 75,360
Detective	\$ 50,612	\$ 53,829	\$ 57,282	\$ 60,988	\$ 64,965	\$ 69,233	\$ 73,814	\$ 78,729
Sergeant								\$ 82,482
Sergeant (5/2)								\$ 82,896
Lietenant								\$ 85,482
Lieutenant 5/2								\$ 85,910
Captain								\$ 88,481
								\$ 1.44
								\$ 2.88
								\$ 1.44
Deputy Police Chief								\$ 93,790
Police Chief								\$ 99,417

**City of Auburn Professional Firefighters Local 1446**

July 1, 2020 - 2.25%

	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
Firefighter	37,642	41,951	44,105	47,259	50,780	54,592	58,704	63,144	68,076	70,230
Lieutenant							70,230	71,841	73,460	75,317
Captain							73,460	75,081	76,697	79,274

**City of Auburn Assistant Fire Chief's, Local 4021**

July 1, 2020 - June 30, 2021								
STEPS	1	2	3	4	5	6	7	8
Assistant Fire Chief	\$ 77,098	\$ 78,956	\$ 80,861	\$ 82,816	\$ 84,821	\$ 86,877	\$ 88,987	\$ 91,151

## 2020-2021 ADOPTED BUDGET

ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	2020-2021 BUDGET
A1110	440		SERVICES	\$ 105,000
			<b>CITY COURT</b>	<b>\$ 105,000</b>
A1210	110		SALARY AND WAGES	\$ 48,344
A1210	130		TEMPORARY & PART TIME	\$ 47,181
A1210	412		OPERATING SUPPLIES	\$ 1,000
A1210	430		OTHER UTILITIES	\$ 4,500
A1210	440		SERVICES	\$ 6,500
A1210	460		TRAVEL, TRAINING, PROF DEV	\$ 3,000
A1210	801		RETIREMENT-GENERAL	\$ 10,940
A1210	811		SOCIAL SECURITY & MEDICARE	\$ 7,499
A1210	821		WORKERS' COMP-PREMIUM	\$ 146
A1210	841		HEALTH INSURANCE	\$ 58,967
A1210	842		DENTAL INSURANCE	\$ 8,058
A1210	845		VISION COVERAGE-CSEA	\$ 1,758
			<b>MAYOR &amp; CITY COUNCIL</b>	<b>\$ 197,893</b>
A1230	110		SALARY & WAGES	\$ 289,604
A1230	130		TEMPORARY & PART TIME	\$ 23,330
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	\$ 2,700
A1230	445		MISCELLANEOUS BUSINESS EXPENSE	\$ 2,000
A1230	460		TRAVEL, TRAINING, PROF DEV	\$ 1,500
A1230	801		RETIREMENT-GENERAL	\$ 46,578
A1230	811		SOCIAL SECURITY & MEDICARE	\$ 24,534
A1230	821		WORKERS' COMP-PREMIUM	\$ 480
A1230	841		HEALTH INSURANCE	\$ 42,239
A1230	842		DENTAL INSURANCE	\$ 4,029
A1230	845		VISION COVERAGE-CSEA	\$ 967
			<b>CITY MANAGER</b>	<b>\$ 439,701</b>
A1305	110		SALARY & WAGES	\$ 591,110
A1305	120		SICK INCENTIVE	\$ 1,275
A1305	130		TEMPORARY & PART TIME	\$ 18,699
A1305	140		HOLIDAY PAY	\$ 500
A1305	150		OVERTIME	\$ 1,500
A1305	220		OFFICE EQUIPMENT	\$ 500

A1305	409	SOFTWARE EXPENSES	\$	200
A1305	412	OPERATING SUPPLIES	\$	5,000
A1305	430	OTHER UTILITIES	\$	1,080
A1305	440	SERVICES	\$	2,800
A1305	450	FEES	\$	7,500
A1305	451	CONSULTING FEES	\$	36,300
A1305	460	TRAVEL, TRAINING, PROF DEV	\$	7,000
A1305	801	RETIREMENT-GENERAL	\$	90,430
A1305	811	SOCIAL SECURITY & MEDICARE	\$	46,901
A1305	821	WORKERS' COMP-PREMIUM	\$	903
A1305	841	HEALTH INSURANCE	\$	124,651
A1305	842	DENTAL INSURANCE	\$	12,087
A1305	845	VISION COVERAGE-CSEA	\$	2,607
<b>FINANCE DEPARTMENT</b>			<b>\$</b>	<b>951,043</b>

A1355	110	SALARY & WAGES	\$	206,148
A1355	120	SICK INCENTIVE	\$	350
A1355	150	OVERTIME	\$	4,000
A1355	220	OFFICE EQUIPMENT	\$	300
A1355	412	OPERATING SUPPLIES	\$	400
A1355	430	OTHER UTILITIES	\$	1,600
A1355	440	SERVICES	\$	3,100
A1355	450	FEES	\$	8,600
A1355	460	TRAVEL, TRAINING, PROF DEV	\$	750
A1355	481	FUEL	\$	1,000
A1355	482	VEHICLE MAINT/REPAIRS	\$	1,500
A1355	801	RETIREMENT-GENERAL	\$	33,468
A1355	811	SOCIAL SECURITY & MEDICARE	\$	16,103
A1355	821	WORKERS' COMP-PREMIUM	\$	13,965
A1355	841	HEALTH INSURANCE	\$	45,919
A1355	842	DENTAL INSURANCE	\$	4,029
A1355	845	VISION COVERAGE-CSEA	\$	879
<b>ASSESSMENT</b>			<b>\$</b>	<b>342,111</b>

A1364	430	OTHER UTILITIES	\$	1,000
A1364	440	SERVICES	\$	20,000
<b>EXPENSES ON PROP ACQUI</b>			<b>\$</b>	<b>21,000</b>

A1410	110	SALARY & WAGES	\$	185,063
A1410	409	SOFTWARE EXPENSES	\$	1,000
A1410	412	OPERATING SUPPLIES	\$	2,500
A1410	430	OTHER UTILITIES	\$	660
A1410	440	SERVICES	\$	55,000
A1410	460	TRAVEL, TRAINING, PROF DEV	\$	800
A1410	801	RETIREMENT-GENERAL	\$	26,908
A1410	811	SOCIAL SECURITY & MEDICARE	\$	14,387



A1410	821	WORKERS' COMP-PREMIUM	\$	285
A1410	841	HEALTH INSURANCE	\$	40,848
A1410	842	DENTAL INSURANCE	\$	4,029
A1410	845	VISION COVERAGE-CSEA	\$	759
		<b>CITY CLERK</b>	<b>\$</b>	<b>332,239</b>
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A1420	110	SALARY & WAGES	\$	260,655
A1420	412	OPERATING SUPPLIES	\$	500
A1420	417	HUMAN RIGHT COMMISSION-GRANT	\$	2,000
A1420	430	OTHER UTILITIES	\$	1,080
A1420	440	SERVICES	\$	1,000
A1420	450	FEES	\$	2,000
A1420	451	CONSULTING FEES	\$	2,000
A1420	460	TRAVEL, TRAINING, PROF DEV	\$	700
A1420	801	RETIREMENT-GENERAL	\$	30,941
A1420	811	SOCIAL SECURITY & MEDICARE	\$	19,940
A1420	821	WORKERS' COMP-PREMIUM	\$	395
A1420	841	HEALTH INSURANCE	\$	18,541
A1420	842	DENTAL INSURANCE	\$	4,029
A1420	845	VISION COVERAGE-CSEA	\$	879
		<b>CORPORATION COUNSEL</b>	<b>\$</b>	<b>344,660</b>
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A1430	110	SALARY & WAGES	\$	51,042
A1430	130	TEMPORARY & PART TIME	\$	9,900
A1430	412	OPERATING SUPPLIES	\$	400
A1430	440	SERVICES	\$	6,000
A1430	450	FEES	\$	300
A1430	460	TRAVEL, TRAINING, PROF DEV	\$	2,000
A1430	801	RETIREMENT-GENERAL	\$	6,900
A1430	811	SOCIAL SECURITY & MEDICARE	\$	4,662
A1430	821	WORKERS' COMP-PREMIUM	\$	92
A1430	841	HEALTH INSURANCE	\$	16,233
A1430	842	DENTAL INSURANCE	\$	1,343
A1430	845	VISION COVERAGE-CSEA	\$	293
		<b>CIVIL SERVICE</b>	<b>\$</b>	<b>99,165</b>
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A1435	110	SALARIES & LONGEVITY	\$	70,268
A1435	220	OFFICE EQUIPMENT	\$	100
A1435	412	OPERATING SUPPLIES	\$	400
A1435	460	TRAVEL, TRAINING, PROF DEV	\$	500
A1435	801	RETIREMENT-GENERAL	\$	6,746
A1435	811	SOCIAL SECURITY & MEDICARE	\$	5,376
A1435	821	WORKERS' COMP-PREMIUM	\$	70
A1435	841	HEALTH INSURANCE	\$	16,233
A1435	842	DENTAL INSURANCE	\$	1,343

A1435	845	VISION COVERAGE-CSEA	\$	293
		<b>HUMAN RESOURCES</b>	<b>\$</b>	<b>101,329</b>
A1440	110	SALARY & WAGES	\$	441,516
A1440	120	SICK INCENTIVE	\$	700
A1440	130	TEMPORARY & PART TIME	\$	48,798
A1440	140	HOLIDAY PAY	\$	1,100
A1440	150	OVERTIME	\$	7,500
A1440	210	FURNITURE & FIXTURES	\$	300
A1440	220	OFFICE EQUIPMENT	\$	3,800
A1440	250	OTHER EQUIPMENT	\$	4,000
A1440	408	GIS SOFTWARE EXP	\$	2,000
A1440	409	SOFTWARE EXPENSES	\$	2,000
A1440	412	OPERATING SUPPLIES	\$	5,000
A1440	430	OTHER UTILITIES	\$	3,000
A1440	440	SERVICES	\$	2,800
A1440	450	FEES	\$	400
A1440	451	CONSULTING FEES	\$	7,500
A1440	460	TRAVEL, TRAINING, PROF DEV	\$	1,550
A1440	481	FUEL	\$	1,300
A1440	482	VEHICLE MAINT/REPAIRS	\$	1,500
A1440	801	RETIREMENT-GENERAL	\$	66,727
A1440	811	SOCIAL SECURITY & MEDICARE	\$	38,220
A1440	821	WORKERS' COMP-PREMIUM	\$	38,140
A1440	841	HEALTH INSURANCE	\$	60,554
A1440	842	DENTAL INSURANCE	\$	8,058
A1440	845	VISION COVERAGE-CSEA	\$	1,723
		<b>ENGINEERING</b>	<b>\$</b>	<b>748,186</b>
A1450	450	FEES	\$	20,000
		<b>BOARD OF ELECTIONS</b>	<b>\$</b>	<b>20,000</b>
A1620	110	SALARY & WAGES	\$	61,792
A1620	120	SICK INCENTIVE	\$	350
A1620	130	TEMPORARY & PART TIME	\$	65,998
A1620	140	HOLIDAY PAY	\$	1,000
A1620	150	OVERTIME	\$	7,000
A1620	412	OPERATING SUPPLIES	\$	30,000
A1620	420	GAS	\$	1,000
A1620	425	ELECTRIC	\$	25,000
A1620	430	TELEPHONE & OTHER UTILITIES	\$	540
A1620	440	SERVICES	\$	30,000
A1620	481	FUEL	\$	500
A1620	482	VEHICLE MAINT/REPAIRS	\$	450
A1620	801	RETIREMENT-GENERAL	\$	9,949
A1620	811	SOCIAL SECURITY & MEDICARE	\$	10,415

A1620	821	WORKERS' COMP-PREMIUM	\$	7,083
A1620	841	HEALTH INSURANCE	\$	24,213
A1620	842	DENTAL INSURANCE	\$	1,343
A1620	845	VISION COVERAGE-CSEA	\$	293
		<b>BUILDINGS</b>	\$	<u>276,926</u>
A1621	412	OPERATING SUPPLIES	\$	2,000
A1621	425	ELECTRIC	\$	12,500
A1621	430	OTHER UTILITIES	\$	10,000
A1621	440	SERVICES	\$	140,000
		<b>EQUAL RIGHTS HERITAGE</b>	\$	<u>164,500</u>
A1640	110	SALARY & WAGES	\$	166,739
A1640	120	SICK INCENTIVE	\$	350
A1640	140	HOLIDAY PAY	\$	500
A1640	150	OVERTIME	\$	8,000
A1640	412	OPERATING SUPPLIES	\$	15,000
A1640	420	GAS	\$	12,000
A1640	425	ELECTRIC	\$	10,000
A1640	430	TELEPHONE & OTHER UTILITIES	\$	7,500
A1640	440	SERVICES	\$	4,000
A1640	481	FUEL	\$	2,500
A1640	482	VEHICLE MAINT/REPAIRS	\$	1,000
A1640	801	RETIREMENT-GENERAL	\$	26,845
A1640	811	SOCIAL SECURITY & MEDICARE	\$	13,433
A1640	821	WORKERS' COMP-PREMIUM	\$	7,272
A1640	841	HEALTH INSURANCE	\$	56,678
A1640	842	DENTAL INSURANCE	\$	4,029
A1640	845	VISION COVERAGE-CSEA	\$	879
		<b>PUBLIC WORKS GARAGE</b>	\$	<u>336,725</u>
A1670	110	SALARIES & LONGEVITY	\$	77,944
A1670	130	TEMPORARY & PART TIME	\$	40,000
A1670	220	OFFICE EQUIPMENT	\$	15,000
A1670	409	SOFTWARE EXPENSES	\$	15,553
A1670	411	OFFICE SUPPLIES	\$	20,000
A1670	412	OPERATING SUPPLIES	\$	3,500
A1670	416	CABLE FRANCHISE	\$	48,056
A1670	430	TELEPHONE & OTHER UTILITIES	\$	35,000
A1670	440	SERVICES	\$	170,000
A1670	449	RADIO TOWER EXPENSES	\$	1,500
A1670	460	TRAVEL, TRAINING, PROF DEV	\$	700
A1670	490	POSTAGE	\$	30,000
A1670	491	EMPLOYEE WELLNESS PROGRAM	\$	10,000
A1670	801	RETIREMENT-GENERAL	\$	12,549
A1670	811	SOCIAL SECURITY & MEDICARE	\$	9,023

A1670	821	WORKERS' COMP-PREMIUM	\$	188
A1670	841	HEALTH INSURANCE	\$	16,233
A1670	842	DENTAL INSURANCE	\$	1,343
A1670	845	VISION COVERAGE-CSEA	\$	293
		<b>CENTRAL SERVICES</b>	<b>\$</b>	<b>506,882</b>
A1910	441	LIABILITY INSURANCE	\$	300,000
		<b>UNALLOCATED INSURANCE</b>	<b>\$</b>	<b>300,000</b>
A1920	452	MUNICIPAL ASSOCIATION DUES	\$	10,000
		<b>MUNICIPAL ASSOCIATION</b>	<b>\$</b>	<b>10,000</b>
A1930	453	JUDGMENTS & SETTLEMENTS	\$	30,000
		<b>JUDGMENTS &amp; SETTLEMENT</b>	<b>\$</b>	<b>30,000</b>
A1990	455	CONTINGENY	\$	40,000
		<b>CONTINGENCY</b>	<b>\$</b>	<b>40,000</b>
A3120	110	SALARY & WAGES	\$	5,058,873
A3120	120	SICK INCENTIVE	\$	45,000
A3120	121	Longevity Payout	\$	30,000
A3120	123	PERSONAL PAYOUT	\$	8,000
A3120	130	TEMPORARY & PART TIME	\$	149,751
A3120	140	HOLIDAY PAY	\$	160,000
A3120	150	OT - OPERATIONAL	\$	470,000
A3120	166	SHIFT DIFFERENTIAL 4P-12A	\$	32,000
A3120	167	SHIFT DIFFERENTIAL 12A-8A	\$	28,000
A3120	170	UNIFORM ALLOWANCE	\$	31,635
A3120	210	FURNITURE & FIXTURES	\$	2,000
A3120	220	OFFICE EQUIPMENT	\$	3,000
A3120	250	OTHER EQUIPMENT	\$	30,400
A3120	400	JANITORIAL SUPPLIES	\$	5,200
A3120	409	SOFTWARE EXPENSES	\$	35,425
A3120	412	OPERATING SUPPLIES	\$	86,725
A3120	420	GAS	\$	3,000
A3120	425	ELECTRIC	\$	23,000
A3120	430	TELEPHONE & OTHER UTILITIES	\$	35,000
A3120	440	SERVICES	\$	53,350
A3120	450	FEES	\$	2,550
A3120	451	CONSULTING FEES	\$	26,000
A3120	457	POLICE-SPECIAL OPERATIONS FUND	\$	15,000
A3120	460	TRAVEL, TRAINING, PROF DEV	\$	44,000
A3120	481	FUEL	\$	56,300
A3120	482	VEHICLE MAINT/REPAIRS	\$	50,900
A3120	801	RETIREMENT-GENERAL	\$	75,917
A3120	802	RETIREMENT POLICE	\$	1,255,217

A3120	811	SOCIAL SECURITY & MEDICARE	\$	460,014
A3120	821	WORKERS' COMP-CSEA PREMIUM	\$	7,862
A3120	823	207(c) COSTS - POLICE	\$	20,000
A3120	841	HEALTH INSURANCE	\$	1,009,170
A3120	842	DENTAL INSURANCE	\$	64,456
A3120	843	VISION COVERAGE-POLICE	\$	9,925
A3120	845	VISION COVERAGE-CSEA	\$	1,635
A3120	440 NNO	SERVICES	\$	2,500
A3120	440 OVW	OWV CONTRACTS	\$	26,000
		<b>POLICE</b>	<b>\$</b>	<b>9,417,805</b>

A3310	110	SALARY & WAGES	\$	55,593
A3310	120	SICK INCENTIVE	\$	225
A3310	150	OVERTIME	\$	1,000
A3310	250	OTHER EQUIPMENT	\$	20,000
A3310	412	OPERATING SUPPLIES	\$	4,000
A3310	425	ELECTRIC	\$	375,000
A3310	430	TELEPHONE & OTHER UTILITIES	\$	750
A3310	440	SERVICES	\$	6,500
A3310	481	FUEL	\$	1,500
A3310	482	VEHICLE MAINT/REPAIRS	\$	1,500
A3310	801	RETIREMENT-GENERAL	\$	8,951
A3310	811	SOCIAL SECURITY & MEDICARE	\$	4,347
A3310	821	WORKERS' COMP-PREMIUM	\$	2,312
A3310	841	HEALTH INSURANCE	\$	24,213
A3310	842	DENTAL INSURANCE	\$	1,343
A3310	845	VISION COVERAGE-CSEA	\$	293
		<b>SIGNAL MAINT &amp; STREET</b>	<b>\$</b>	<b>507,527</b>

A3410	110	SALARY & WAGES	\$	4,815,246
A3410	120	EMT CERTIFICATION	\$	56,000
A3410	121	Longevity Payout	\$	37,000
A3410	122	STIPEND	\$	96,400
A3410	130	TEMPORARY & PART TIME	\$	5,000
A3410	140	HOLIDAY PAY	\$	220,000
A3410	160	OVERTIME - CONTRACTUAL	\$	200,000
A3410	162	OVERTIME EMERGENCY	\$	20,000
A3410	164	OVERTIME TRAINING	\$	30,000
A3410	170	UNIFORM ALLOWANCE	\$	31,500
A3410	220	OFFICE EQUIPMENT	\$	440
A3410	250	OTHER EQUIPMENT	\$	23,604
A3410	400	JANITORIAL SUPPLIES	\$	4,000
A3410	409	SOFTWARE EXPENSES	\$	5,295
A3410	411	OFFICE SUPPLIES	\$	1,400
A3410	412	OPERATING SUPPLIES	\$	28,650
A3410	413	FIRE-CHILD SAFETY PROGRAM	\$	2,500

A3410	420	GAS	\$	6,000
A3410	425	ELECTRIC	\$	24,500
A3410	430	TELEPHONE & OTHER UTILITIES	\$	12,580
A3410	440	SERVICES	\$	65,996
A3410	450	FEES	\$	2,650
A3410	451	CONSULTING FEES	\$	10,000
A3410	460	TRAVEL, TRAINING,PROF DEV	\$	18,500
A3410	481	FUEL	\$	26,000
A3410	482	VEHICLE MAINT/REPAIRS	\$	80,000
A3410	800	SUPPLEMENTAL BEN-DISABL FIRE	\$	117,531
A3410	801	RETIREMENT-GENERAL	\$	11,765
A3410	803	RETIREMENT FIRE	\$	1,284,249
A3410	811	SOCIAL SECURITY & MEDICARE	\$	421,603
A3410	821	WORKERS' COMP-CSEA PREMIUM	\$	92
A3410	824	207(a) COSTS - FIRE	\$	40,000
A3410	841	HEALTH INSURANCE	\$	1,052,315
A3410	842	DENTAL INSURANCE	\$	45,000
A3410	844	VISION COVERAGE-FIRE	\$	10,769
A3410	845	VISION COVERAGE-CSEA	\$	585
		<b>FIRE</b>	<b>\$</b>	<b>8,807,170</b>
A3510	440	SERVICES	\$	46,000
		<b>ANIMAL CONTROL</b>	<b>\$</b>	<b>46,000</b>
A3620	110	SALARY & WAGES	\$	413,132
A3620	120	SICK INCENTIVE	\$	2,450
A3620	130	TEMPORARY & PART TIME	\$	2,075
A3620	140	HOLIDAY PAY	\$	1,000
A3620	150	OVERTIME	\$	25,000
A3620	210	FURNITURE & FIXTURES	\$	500
A3620	220	OFFICE EQUIPMENT	\$	1,500
A3620	250	OTHER EQUIPMENT	\$	1,000
A3620	409	SOFTWARE EXPENSES	\$	28,175
A3620	412	OPERATING SUPPLIES	\$	7,100
A3620	430	OTHER UTILITIES	\$	3,072
A3620	440	SERVICES	\$	5,000
A3620	450	FEES	\$	855
A3620	451	CONSULTING FEES	\$	5,000
A3620	460	TRAVEL, TRAINING,PROF DEV	\$	3,820
A3620	481	FUEL	\$	4,000
A3620	482	VEHICLE MAINT/REPAIRS	\$	4,000
A3620	801	RETIREMENT-GENERAL	\$	52,017
A3620	811	SOCIAL SECURITY & MEDICARE	\$	33,940
A3620	821	WORKERS' COMP-PREMIUM	\$	37,290
A3620	841	HEALTH INSURANCE	\$	75,534
A3620	842	DENTAL INSURANCE	\$	10,744

A3620	845	VISION COVERAGE-CSEA	\$	2,220
		<b>CODE ENFORCEMENT</b>	\$	<b>719,424</b>
A5010	110	SALARY & WAGES	\$	213,496
A5010	130	TEMPORARY & PART TIME	\$	1,000
A5010	150	OVERTIME	\$	500
A5010	411	OFFICE SUPPLIES	\$	500
A5010	430	OTHER UTILITIES	\$	500
A5010	481	FUEL	\$	1,000
A5010	801	RETIREMENT-GENERAL	\$	34,911
A5010	811	SOCIAL SECURITY & MEDICARE	\$	16,447
A5010	821	WORKERS' COMP-PREMIUM	\$	329
A5010	841	HEALTH INSURANCE	\$	37,313
A5010	842	DENTAL INSURANCE	\$	4,029
A5010	845	VISION COVERAGE-CSEA	\$	643
		<b>PUBLIC WORKS ADMINISTR</b>	\$	<b>310,668</b>
A5110	110	SALARY & WAGES	\$	499,330
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	\$	60,000
A5110	430	OTHER UTILITIES	\$	1,000
A5110	440	SERVICES	\$	12,000
A5110	481	FUEL	\$	40,000
A5110	482	VEHICLE MAINT/REPAIRS	\$	35,000
A5110	801	RETIREMENT-GENERAL	\$	69,151
A5110	811	SOCIAL SECURITY & MEDICARE	\$	41,924
A5110	821	WORKERS' COMP-PREMIUM	\$	90,756
A5110	841	HEALTH INSURANCE	\$	168,317
A5110	842	DENTAL INSURANCE	\$	12,087
A5110	845	VISION COVERAGE-CSEA	\$	2,044
		<b>STREET MAINTENANCE</b>	\$	<b>1,080,309</b>
A5142	150	OVERTIME	\$	35,000
A5142	412	OPERATING SUPPLIES	\$	200,000
A5142	440	SERVICES	\$	3,000
A5142	482	VEHICLE MAINT/REPAIRS	\$	5,500
A5142	801	RETIREMENT-GENERAL	\$	5,500
A5142	811	SOCIAL SECURITY & MEDICARE	\$	2,678
A5142	821	WORKERS' COMP-PREMIUM	\$	4,245
		<b>SNOW REMOVAL</b>	\$	<b>255,923</b>
A5651	110	SALARY & WAGES	\$	53,927

A5651	140	HOLIDAY PAY	\$	1,000
A5651	150	OVERTIME	\$	500
A5651	412	OPERATING SUPPLIES	\$	15,000
A5651	425	ELECTRIC	\$	17,500
A5651	430	TELEPHONE & OTHER UTILITIES	\$	3,500
A5651	440	SERVICES	\$	25,000
A5651	481	FUEL	\$	1,500
A5651	482	VEHICLE MAINT/REPAIRS	\$	500
A5651	801	RETIREMENT-GENERAL	\$	4,025
A5651	811	SOCIAL SECURITY & MEDICARE	\$	4,240
A5651	821	WORKERS' COMP-PREMIUM	\$	207
A5651	841	HEALTH INSURANCE	\$	24,213
A5651	842	DENTAL INSURANCE	\$	1,343
A5651	845	VISION COVERAGE-CSEA	\$	175
		<b>MUNICIPAL PARKING</b>	<b>\$</b>	<b>152,630</b>
A6410	414	AUBURN BEAUTIFICATION COMM	\$	5,000
A6410	458	DOWNTOWN BEAUTIFICATION	\$	45,000
		<b>CITY BEAUTIFICATION</b>	<b>\$</b>	<b>50,000</b>
A7110	110	SALARY & WAGES	\$	491,107
A7110	120	SICK INCENTIVE	\$	1,400
A7110	130	TEMPORARY & PART TIME	\$	41,622
A7110	140	HOLIDAY PAY	\$	2,000
A7110	150	OVERTIME	\$	18,000
A7110	412	OPERATING SUPPLIES	\$	50,000
A7110	420	GAS	\$	4,000
A7110	425	ELECTRIC	\$	10,000
A7110	430	TELEPHONE & OTHER UTILITIES	\$	4,000
A7110	440	SERVICES	\$	5,000
A7110	450	FEES	\$	6,500
A7110	481	FUEL	\$	20,000
A7110	482	VEHICLE MAINT/REPAIRS	\$	10,000
A7110	801	RETIREMENT-GENERAL	\$	77,496
A7110	811	SOCIAL SECURITY & MEDICARE	\$	42,391
A7110	821	WORKERS' COMP-PREMIUM	\$	20,113
A7110	841	HEALTH INSURANCE	\$	137,000
A7110	842	DENTAL INSURANCE	\$	12,000
A7110	845	VISION COVERAGE-CSEA	\$	2,151
		<b>PARKS DEPARTMENT</b>	<b>\$</b>	<b>954,780</b>
A7143	110	SALARY & WAGES	\$	38,172
A7143	120	SICK INCENTIVE	\$	350
A7143	130	TEMPORARY & PART TIME	\$	45,000
A7143	140	HOLIDAY PAY	\$	2,500
A7143	150	OVERTIME	\$	14,000



A7143	412	OPERATING SUPPLIES	\$	55,000
A7143	420	GAS	\$	15,000
A7143	425	ELECTRIC	\$	40,000
A7143	430	TELEPHONE & OTHER UTILITIES	\$	25,000
A7143	440	SERVICES	\$	70,000
A7143	481	FUEL	\$	2,000
A7143	482	VEHICLE MAINT/REPAIRS	\$	1,500
A7143	801	RETIREMENT-GENERAL	\$	8,568
A7143	811	SOCIAL SECURITY & MEDICARE	\$	7,652
A7143	821	WORKERS' COMP-PREMIUM	\$	3,982
A7143	841	HEALTH INSURANCE	\$	4,000
A7143	842	DENTAL INSURANCE	\$	1,343
A7143	845	VISION COVERAGE-CSEA	\$	175
<b>CASEY PARK</b>			<b>\$</b>	<b>334,242</b>

A7210	110	SALARY & WAGES	\$	70,715
A7210	130	TEMPORARY & PART TIME	\$	15,000
A7210	140	HOLIDAY PAY	\$	500
A7210	150	OVERTIME	\$	20,000
A7210	412	OPERATING SUPPLIES	\$	15,000
A7210	420	GAS	\$	1,000
A7210	425	ELECTRIC	\$	20,000
A7210	430	TELEPHONE & OTHER UTILITIES	\$	10,000
A7210	440	SERVICES	\$	20,000
A7210	801	RETIREMENT-GENERAL	\$	8,552
A7210	811	SOCIAL SECURITY & MEDICARE	\$	8,125
A7210	821	WORKERS' COMP-PREMIUM	\$	5,360
A7210	841	HEALTH INSURANCE	\$	16,392
A7210	842	DENTAL INSURANCE	\$	2,015
A7210	845	VISION COVERAGE-CSEA	\$	439
<b>FALCON PARK</b>			<b>\$</b>	<b>213,097</b>

A7270	412	OPERATING SUPPLIES	\$	15,000
A7270	425	ELECTRIC	\$	1,000
A7270	440	SERVICES	\$	15,000
A7270	450	FEES	\$	15,000
<b>SPECIAL EVENTS</b>			<b>\$</b>	<b>46,000</b>

A7610	110	SALARY & WAGES	\$	26,608
A7610	130	TEMPORARY & PART TIME	\$	11,258
A7610	150	OVERTIME	\$	250
A7610	411	OFFICE SUPPLIES	\$	500
A7610	412	OPERATING SUPPLIES	\$	500
A7610	420	GAS	\$	1,750
A7610	425	ELECTRIC	\$	1,750
A7610	430	TELEPHONE & OTHER UTILITIES	\$	2,000

A7610	440	SERVICES	\$	7,125
A7610	441	LIABILITY INSURANCE	\$	1,375
A7610	450	FEES	\$	2,000
A7610	460	TRAVEL, TRAINING, PROF DEV	\$	1,050
A7610	481	FUEL	\$	125
A7610	801	RETIREMENT-GENERAL	\$	4,205
A7610	811	SOCIAL SECURITY & MEDICARE	\$	2,916
A7610	821	WORKERS' COMP-PREMIUM	\$	142
A7610	841	HEALTH INSURANCE	\$	5,271
A7610	842	DENTAL INSURANCE	\$	672
A7610	845	VISION COVERAGE-CSEA	\$	88
		<b>SENIOR PROGRAMS</b>	<b>\$</b>	<b>69,583</b>
A8010	130	TEMPORARY & PART TIME	\$	100
A8010	150	OVERTIME	\$	500
A8010	811	SOCIAL SECURITY & MEDICARE	\$	46
A8010	821	WORKERS' COMP-PREMIUM	\$	1
		<b>ZONING BOARD</b>	<b>\$</b>	<b>647</b>
A8020	110	SALARY & WAGES	\$	391,886
A8020	130	TEMPORARY & PART TIME	\$	6,608
A8020	140	HOLIDAY PAY	\$	300
A8020	150	OVERTIME	\$	1,000
A8020	210	FURNITURE & FIXTURES	\$	500
A8020	409	SOFTWARE EXPENSES	\$	1,920
A8020	412	OPERATING SUPPLIES	\$	300
A8020	430	OTHER UTILITIES	\$	492
A8020	440	SERVICES	\$	6,200
A8020	450	FEES	\$	350
A8020	451	CONSULTING FEES	\$	5,500
A8020	460	TRAVEL, TRAINING, PROF DEV	\$	1,900
A8020	801	RETIREMENT-GENERAL	\$	54,475
A8020	811	SOCIAL SECURITY & MEDICARE	\$	30,584
A8020	821	WORKERS' COMP-PREMIUM	\$	606
A8020	841	HEALTH INSURANCE	\$	53,220
A8020	842	DENTAL INSURANCE	\$	6,713
A8020	845	VISION COVERAGE-CSEA	\$	1,460
		<b>PLANNING</b>	<b>\$</b>	<b>564,014</b>
A8560	110	SALARY & WAGES	\$	49,527
A8560	140	HOLIDAY PAY	\$	500
A8560	150	OVERTIME	\$	3,000
A8560	412	OPERATING SUPPLIES	\$	8,000
A8560	440	SERVICES	\$	8,000
A8560	481	FUEL	\$	2,000
A8560	482	VEHICLE MAINT/REPAIRS	\$	3,000

A8560	801	RETIREMENT-GENERAL	\$	4,755
A8560	811	SOCIAL SECURITY & MEDICARE	\$	4,083
A8560	821	WORKERS' COMP-PREMIUM	\$	4,551
A8560	841	HEALTH INSURANCE	\$	16,233
A8560	842	DENTAL INSURANCE	\$	1,343
A8560	845	VISION COVERAGE-CSEA	\$	175
		<b>URBAN FORESTRY</b>	<b>\$</b>	<b>105,517</b>
A8810	110	SALARY & WAGES	\$	43,747
A8810	140	HOLIDAY PAY	\$	350
A8810	412	OPERATING SUPPLIES	\$	1,000
A8810	420	GAS	\$	2,000
A8810	425	ELECTRIC	\$	750
A8810	440	SERVICES	\$	500
A8810	801	RETIREMENT-GENERAL	\$	6,912
A8810	811	SOCIAL SECURITY & MEDICARE	\$	3,373
A8810	821	WORKERS' COMP-PREMIUM	\$	5,569
A8810	841	HEALTH INSURANCE	\$	7,906
A8810	842	DENTAL INSURANCE	\$	1,007
A8810	845	VISION COVERAGE-CSEA	\$	131
		<b>CEMETERY MAINTENANCE</b>	<b>\$</b>	<b>73,245</b>
A9050	831	UNEMPLOYMENT INSURANCE	\$	10,000
		<b>UNEMPLOYMENT INSURANCE</b>	<b>\$</b>	<b>10,000</b>
A9060	841	HEALTH INSURANCE	\$	2,750,000
		<b>HEALTH &amp; DENTAL INSURA</b>	<b>\$</b>	<b>2,750,000</b>
A9710	690	PRINCIPAL	\$	2,139,491
A9710	790	INTEREST	\$	347,520
A9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	25,000
		<b>DEBT SERVICE</b>	<b>\$</b>	<b>2,512,011</b>
A9730	690	PRINCIPAL	\$	769,600
A9730	790	INTEREST	\$	293,323
A9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	12,000
		<b>BOND ANTICIPATION NOTE</b>	<b>\$</b>	<b>1,074,923</b>
A9785	690	PRINCIPAL	\$	127,882
A9785	790	INTEREST	\$	17,360
		<b>INSTALLMENT PURCHASES</b>	<b>\$</b>	<b>145,241</b>
A9812	901	TRANS OTHER/FNDS/SOL WSTE/DISP	\$	50,000
		<b>TRANSFERS TO OTHER FUN</b>	<b>\$</b>	<b>50,000</b>
<b>GENERAL FUND TOTAL EXPENDITURES</b>			<b>\$</b>	<b>35,618,116</b>

A99	1001	REAL PROPERTY TAXES	\$	(8,545,575)
A99	1002	REAL PROPERTY TAXES-CIP	\$	(3,695,173)
A99	1003	PROJECTED COLLECT UNPAID TAXES	\$	(200,000)
A99	1081	OTHER PYMTS IN LIEU OF TAXES	\$	(580,000)
A99	1090	INTEREST & PENALTIES	\$	(265,000)
A99	1091	ACCRUED INTEREST & PENALTIES	\$	(60,000)
A99	1110	SALES & USE TAX	\$	(8,786,454)
A99	1130	UTILITIES GROSS RECEIPT TAXES	\$	(225,000)
A99	1170	FRANCHISE-SUBWAY & CABLE	\$	(450,000)
A99	1230	TREASURER'S FEES	\$	(115,000)
A99	1235	CHARGES FOR TAX ADVERTISING	\$	(12,000)
A99	1255	CITY CLERK'S FEES	\$	(60,000)
A99	1260	CIVIL SERVICE FEES	\$	(2,500)
A99	1440	ENGINEERING FEES	\$	(2,000)
A99	1520	POLICE FEES	\$	(12,000)
A99	1530	APD REIMBURSEMENTS - OVERTIME	\$	(20,000)
A99	1586	FIRE DEPT VACANT BLDG REGISTRY	\$	(140,000)
A99	1588	FIRE DEPT/3RD PARTY BILLING	\$	(40,000)
A99	1589	FIRE DEPT-LOCAL TRAIN & MANUAL	\$	(20,000)
A99	1710	CODES-PROPERTY MAINTENANCE	\$	(125,000)
A99	1715	COURT APPEARANCE FEE	\$	(15,000)
A99	17201	PARKING OFF STREET PRK METERS	\$	(105,000)
A99	17202	PARKING GARAGE FEES	\$	(5,000)
A99	17203	PARKING PERMITS	\$	(50,000)
A99	1740	ON-STREET PARKING METERS	\$	(175,000)
A99	1741	TAXI CAB INSPECTIONS	\$	(250)
A99	2001	PARK & RECREATION CHARGES	\$	(11,000)
A99	2002	ADULT RECREATION	\$	(15,000)
A99	20121	FALCON PARK EVENTS	\$	(1,000)
A99	20651	SKATING RINK-PUBLIC SKATING	\$	(15,000)
A99	20652	SKATING RINK RENTAL-HOCKEY	\$	(65,000)
A99	2190	SALE OF CEMETERY LOTS	\$	(7,500)
A99	21921	CHARGES FOR CEMETERY SERVICES	\$	(17,500)
A99	2220	CIVIL SERVICE CHARGES SCHOOL	\$	(27,500)
A99	2221	SCHOOL RESOURCE OFFCR-AUB DIST	\$	(307,786)
A99	2401	INTEREST EARNINGS	\$	(200,000)
A99	24101	RENTAL OF REAL PROPERTY	\$	(54,985)
A99	25011	AMUSEMENT PLACES	\$	(5,000)
A99	25012	TAXICAB OWNERS	\$	(500)
A99	25013	ELECTRICAL LICENSES	\$	(13,000)
A99	25014	PLUMBING LICENSES	\$	(8,000)
A99	25016	MISCELLANEOUS BUSINESS	\$	(3,000)
A99	25017	TAXI DRIVERS	\$	(1,500)
A99	25018	PEDDLERS & SOLICITORS	\$	(500)
A99	25019	SPECIAL EVENT FEES/ROAD RENTAL	\$	(2,500)
A99	2540	BINGO LICENSES	\$	(1,300)

A99	2544	DOG LICENSES	\$	(7,500)
A99	25451	GAMES OF CHANCE	\$	(350)
A99	25452	BELLJAR GAME	\$	(100)
A99	2550	FIRE PREVENTION CODE	\$	(6,000)
A99	2553	CERTIFICATE OF OCCUPANCY PERMI	\$	(40,000)
A99	2555	BUILDING & ALTERATIONS	\$	(75,000)
A99	2556	DEMOLITIONS	\$	(15,000)
A99	2557	SIGN INSTALLATION	\$	(1,500)
A99	2558	PLANNING & ZONING APPLICATIONS	\$	(5,000)
A99	2560	DRIVEWAY PERMITS	\$	(1,500)
A99	2565	PLUMBING PERMITS	\$	(20,000)
A99	26101	FINES & FORFEITED BAIL	\$	(8,000)
A99	26102	PARKING VIOLATIONS	\$	(200,000)
A99	26103	COURT TRAFFIC FINES	\$	(110,000)
A99	26105	SURCHARGE-HANDICAPPED PARKING	\$	(500)
A99	26106	COLLEGE TICKET REVENUE	\$	(100)
A99	26107	COURT RESTITUTION	\$	(100)
A99	26109	ZOMBIE CIVIL PENALTIES	\$	(15,000)
A99	2611	DOG FINES	\$	(3,000)
A99	2625	FORFEITURE OF CRIME PROCEEDS	\$	(6,000)
A99	2626	FORFIET OF CRIME PROCEEDS-REST	\$	(5,000)
A99	2650	SALE OF SCRAP & EXCESS MATL	\$	(10,000)
A99	2655	MINOR SALES	\$	(1,500)
A99	2660	SALE OF REAL PROPERTY	\$	(250,000)
A99	2665	SALE OF EQUIPMENT	\$	(50,000)
A99	2680	INSURANCE RECOVERIES	\$	(25,000)
A99	2690	OTHER COMPENSATION FOR LOSS	\$	(2,500)
A99	2700	MEDICARE D SUBSIDY	\$	(100,000)
A99	2701	REFUND OF PRIOR YEAR APPROP	\$	(10,000)
A99	2704	SPONSORSHIPS	\$	(6,000)
A99	2705	GIFTS & DONATIONS	\$	(1,000)
A99	2770	OTHER UNCLASSIFIED REVENUE	\$	(3,000)
A99	2771	STOP DWI GRANT-COUNTY	\$	(33,000)
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	\$	(2,000)
A99	28151	ADMINISTR CHG-SOLID WASTE FUND	\$	(40,000)
A99	2816	RETURN INVESTMENT-WATER FUND	\$	(420,000)
A99	2817	ADMINISTRATIVE CHRGE-WATR FUND	\$	(510,000)
A99	28181	ADMINISTRATIVE CHARGE-SEWER FD	\$	(775,000)
A99	3001	STATE AID-GENERAL	\$	(4,982,093)
A99	3004	STATE AID-CHIPS	\$	(100,000)
A99	3006	MORTGAGE TAX	\$	(225,000)
A99	3395	STATE AID-TRAFFIC SAFETY	\$	(47,000)
A99	3589	STATE AID-ARTERIAL MAINTENANCE	\$	(163,664)
A99	3772	STATE AID-PROGRAMS FOR AGING	\$	(7,500)
A99	3824	STATE AID-CODE ENFORCE TRAIN	\$	(56,850)

A99	4772	FEDERAL AID-RSVP	\$	(47,500)
A99	4785	FED AID-US MARSHALS SERVICE	\$	(19,500)
A99	4786	FED AID-US DEPT OF JUSTICE	\$	(15,000)
A99	2411 JR	FALCON PARK RENTAL	\$	(335,000)
A99	4786 OVW	FED AID-OVW	\$	(26,000)
A99	4786 VSP	FED AID-US DEPT OF JUSTICE	\$	(91,667)
		<i>APPROPRIATED FUND BALANCE</i>	\$	<i>(774,169)</i>
<b>TOTAL GENERAL FUND REVENUES</b>			<b>\$</b>	<b>(35,618,116)</b>

AL1910	441	LIABILITY INSURANCE	\$	27,900
		<b>UNALLOCATED INSURANCE</b>	<b>\$</b>	<b>27,900</b>

AL8160	130	TEMPORARY & PART TIME	\$	34,518
AL8160	811	SOCIAL SECURITY & MEDICARE	\$	2,640
		<b>SOLID WASTE ADMINISTRA</b>	<b>\$</b>	<b>37,158</b>

AL8162	110	SALARY & WAGES	\$	95,346
AL8162	250	OTHER EQUIPMENT	\$	13,000
AL8162	412	OPERATING SUPPLIES	\$	50,000
AL8162	420	GAS	\$	6,000
AL8162	425	ELECTRIC	\$	5,000
AL8162	430	TELEPHONE	\$	7,500
AL8162	440	SERVICES	\$	129,000
AL8162	450	FEES	\$	1,000
AL8162	451	CONSULTING FEES	\$	50,000
AL8162	460	TRAVEL, TRAINING, PROF DEV	\$	2,000
AL8162	481	FUEL	\$	30,000
AL8162	482	VEHICLE MAINT/REPAIRS	\$	30,000
AL8162	801	RETIREMENT-GENERAL	\$	4,664
AL8162	811	SOCIAL SECURITY & MEDICARE	\$	2,258
AL8162	841	HEALTH INSURANCE	\$	8,116
AL8162	842	DENTAL INSURANCE	\$	671
AL8162	845	VISION COVERAGE-CSEA	\$	75
		<b>REFUSE DISPOSAL</b>	<b>\$</b>	<b>434,630</b>

AL9710	690	PRINCIPAL	\$	758,392
AL9710	790	INTEREST	\$	30,653
AL9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	3,000
		<b>DEBT SERVICE</b>	<b>\$</b>	<b>792,045</b>

AL9730	790	INTEREST	\$	43,152
AL9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	3,500
		<b>BOND ANTICIPATION NOTE</b>	<b>\$</b>	<b>46,652</b>

AL9785	690	PRINCIPAL	\$	1,518
AL9785	790	INTEREST	\$	279

<b>INSTALLMENT PURCHASES</b>			<b>\$ 1,796</b>
AL9510	905	TRNS OTH FND-GEN FND ADMN CHRG	\$ 40,000
AL9510	906	TRNS/OTH-GEN/FND RETURN/INVEST	\$ 2,000
AL9812	913	TRANS TO OTHER FUNDS/LEACHATE	\$ 110,000
<b>TRANSFERS TO OTHER FUN</b>			<b>\$ 152,000</b>
<b>LANDFILL (SOLID WASTE) TOTAL EXPENDITURES</b>			<b>\$ 1,492,181</b>
AL99	2401	INTEREST EARNINGS	\$ (5,000)
AL99	24101	RENTAL OF REAL PROPERTY	\$ (12,000)
<i>APPROPRIATED FUND BALANCE</i>			<i>\$ (1,475,181)</i>
<b>TOTAL LANDFILL REVENUES</b>			<b>\$ (1,492,181)</b>
CL8161	110	SALARIES & LONGEVITY	\$ 605,430
CL8161	120	SICK INCENTIVE	\$ 1,500
CL8161	130	TEMPORARY & PART TIME	\$ 96,475
CL8161	140	HOLIDAY PAY	\$ 5,000
CL8161	150	OVERTIME	\$ 5,000
CL8161	412	OPERATING SUPPLIES	\$ 15,000
CL8161	420	GAS	\$ 4,500
CL8161	425	ELECTRIC	\$ 4,000
CL8161	430	OTHER UTILITIES	\$ 500
CL8161	440	SERVICES	\$ 1,000
CL8161	441	LIABILITY INSURANCE	\$ 9,225
CL8161	460	TRAVEL, TRAINING, PROF DEV	\$ 1,500
CL8161	481	FUEL	\$ 70,000
CL8161	482	VEHICLE MAINT/REPAIRS	\$ 75,000
CL8161	801	RETIREMENT-GENERAL	\$ 64,933
CL8161	811	SOCIAL SECURITY & MEDICARE	\$ 54,580
CL8161	821	WORKERS' COMP-PREMIUM	\$ 85,659
CL8161	841	HEALTH INSURANCE	\$ 140,518
CL8161	842	DENTAL INSURANCE	\$ 16,782
CL8161	845	VISION COVERAGE-CSEA	\$ 3,182
CL8161	901	TRANS OTHER/FNDS/SOL WSTE/DISP	\$ 280,000
<b>REFUSE COLLECTION</b>			<b>\$ 1,539,784</b>
CL9710	690	PRINCIPAL	\$ 40,000
CL9710	790	INTEREST	\$ 3,875
CL9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$ 600
<b>DEBT SERVICE</b>			<b>\$ 44,475</b>
CL9730	690	PRINCIPAL	\$ 34,700
CL9730	790	INTEREST	\$ 11,594
CL9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$ 750
<b>BOND ANTICIPATION NOTE</b>			<b>\$ 47,044</b>

<b>REFUSE COLLECTION TOTAL EXPENDITURES</b>			<b>\$</b>	<b>1,631,303</b>
CL99	2130	REFUSE COLLECTION FEE	\$	(1,245,000)
CL99	2401	INTEREST EARNINGS	\$	(1,000)
CL99	26108	REFUSE ENFORCEMENT FEES	\$	(5,000)
		<i>APPROPRIATED FUND BALANCE</i>	\$	<i>(380,303)</i>
<b>TOTAL REFUSE COLLECTION REVENUES</b>			<b>\$</b>	<b>(1,631,303)</b>
E1910	441	LIABILITY INSURANCE	\$	15,000
		<b>UNALLOCATED INSURANCE</b>	<b>\$</b>	<b>15,000</b>
E8240	110	SALARIES & LONGEVITY	\$	30,896
E8240	140	HOLIDAY PAY	\$	1,250
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	\$	4,000
E8240	440	SERVICES	\$	20,500
E8240	451	CONSULTING FEES	\$	10,000
E8240	801	RETIREMENT-GENERAL	\$	4,882
E8240	811	SOCIAL SECURITY & MEDICARE	\$	3,378
E8240	821	WORKERS' COMP-PREMIUM	\$	3,432
E8240	841	HEALTH INSURANCE	\$	12,106
E8240	842	DENTAL INSURANCE	\$	671
E8240	845	VISION COVERAGE-CSEA	\$	146
		<b>HYDRO-ELECTRIC SERVICE</b>	<b>\$</b>	<b>125,761</b>
E8241	420	GAS	\$	300
E8241	425	ELECTRIC	\$	4,000
E8241	430	OTHER UTILITIES	\$	700
		<b>ELECTRIC GENERATION FA</b>	<b>\$</b>	<b>5,000</b>
E9710	690	PRINCIPAL	\$	629,888
E9710	790	INTEREST	\$	190,859
E9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	2,500
		<b>DEBT SERVICE</b>	<b>\$</b>	<b>823,247</b>
E9730	690	PRINCIPAL	\$	65,200
E9730	790	INTEREST	\$	54,813
E9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	3,000
		<b>BOND ANTICIPATION NOTE</b>	<b>\$</b>	<b>123,013</b>
<b>POWER UTILITY FUND TOTAL EXPENDITURES</b>			<b>\$</b>	<b>1,092,021</b>



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	\$	(220,000)
E99	24101	RENTAL OF REAL PROPERTY	\$	(5,000)
		<i>APPROPRIATED FUND BALANCE</i>	\$	<i>(361,021)</i>

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<b>TOTAL POWER UTILITY FUND REVENUES</b>			<b>\$</b>	<b>(1,092,021)</b>
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EM8171	110	SALARY & WAGES	\$	216,083
EM8171	120	SICK INCENTIVE	\$	2,200
EM8171	140	HOLIDAY PAY	\$	12,000
EM8171	150	OVERTIME	\$	16,000
EM8171	220	OFFICE EQUIPMENT	\$	1,000
EM8171	250	OTHER EQUIPMENT	\$	2,000
EM8171	411	OFFICE SUPPLIES	\$	1,000
EM8171	412	OPERATING SUPPLIES	\$	8,400
EM8171	430	TELEPHONE & OTHER UTILITIES	\$	750
EM8171	440	SERVICES	\$	390,000
EM8171	441	LIABILITY INSURANCE	\$	6,500
EM8171	451	CONSULTING FEES	\$	18,000
EM8171	460	TRAVEL, TRAINING, PROF DEV	\$	1,500
EM8171	490	POSTAGE	\$	6,500
EM8171	801	RETIREMENT-GENERAL	\$	24,620
EM8171	811	SOCIAL SECURITY & MEDICARE	\$	18,841
EM8171	821	WORKERS' COMP-PREMIUM	\$	17,375
EM8171	841	HEALTH INSURANCE	\$	40,060
EM8171	842	DENTAL INSURANCE	\$	4,028
EM8171	845	VISION COVERAGE-CSEA	\$	688

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<b>TRANSFER STATION TOTAL EXPENDITURES</b>			<b>\$</b>	<b>787,545</b>
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EM99	2882	TRANSFER STATION REVENUES	\$	(617,500)
		<i>APPROPRIATED FUND BALANCE</i>	\$	<i>(170,045)</i>

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<b>TOTAL TRANSFER STATION REVENUES</b>			<b>\$</b>	<b>(787,545)</b>
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F1910	441	LIABILITY INSURANCE	\$	47,000
		<b>UNALLOCATED INSURANCE</b>	<b>\$</b>	<b>47,000</b>

F1911	100	UNALLOCATED SALARIES	\$	10,000
		<b>UNALLOCATED SALARIES</b>	<b>\$</b>	<b>10,000</b>

F1930	453	JUDGMENTS & SETTLEMENTS	\$	30,000
		<b>JUDGMENTS &amp; SETTLEMENT</b>	<b>\$</b>	<b>30,000</b>

F1950	454	TAXES ON CITY OWNED PROPERTY	\$	6,000
		<b>TAXES ON CITY OWNED PR</b>	<b>\$</b>	<b>6,000</b>

F1990	455	CONTINGENY	\$	20,000
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			<b>\$</b>	<b>20,000</b>
<b>CONTINGENCY</b>				
F8310	110	SALARY & WAGES	\$	155,846
F8310	120	SICK INCENTIVE	\$	700
F8310	150	OVERTIME	\$	3,000
F8310	220	OFFICE EQUIPMENT	\$	500
F8310	409	SOFTWARE EXPENSES	\$	13,000
F8310	411	OFFICE SUPPLIES	\$	2,000
F8310	412	OPERATING SUPPLIES	\$	3,000
F8310	430	OTHER UTILITIES	\$	1,500
F8310	440	SERVICES	\$	2,500
F8310	451	CONSULTING FEES	\$	750
F8310	460	TRAVEL, TRAINING, PROF DEV	\$	1,000
F8310	481	FUEL	\$	1,000
F8310	482	VEHICLE MAINT/REPAIRS	\$	1,500
F8310	490	POSTAGE	\$	20,000
F8310	801	RETIREMENT-GENERAL	\$	12,205
F8310	811	SOCIAL SECURITY & MEDICARE	\$	11,922
F8310	821	WORKERS' COMP-PREMIUM	\$	228
F8310	841	HEALTH INSURANCE	\$	27,144
F8310	842	DENTAL INSURANCE	\$	3,356
F8310	845	VISION COVERAGE-CSEA	\$	613
<b>UTILITY BILLING</b>			<b>\$</b>	<b>261,764</b>
F8330	110	SALARY & WAGES	\$	527,363
F8330	120	SICK INCENTIVE	\$	1,600
F8330	130	TEMPORARY & PART TIME	\$	48,000
F8330	140	HOLIDAY PAY	\$	18,000
F8330	150	OVERTIME	\$	65,000
F8330	210	FURNITURE & FIXTURES	\$	500
F8330	220	OFFICE EQUIPMENT	\$	3,000
F8330	250	OTHER EQUIPMENT	\$	41,000
F8330	411	OFFICE SUPPLIES	\$	250
F8330	412	OPERATING SUPPLIES	\$	202,500
F8330	420	GAS	\$	20,000
F8330	425	ELECTRIC	\$	160,000
F8330	430	TELEPHONE & OTHER UTILITIES	\$	10,000
F8330	440	SERVICES	\$	182,000
F8330	450	FEES	\$	179,200
F8330	451	CONSULTING FEES	\$	10,000
F8330	460	TRAVEL, TRAINING, PROF DEV	\$	5,000
F8330	481	FUEL	\$	4,000
F8330	482	VEHICLE MAINT/REPAIRS	\$	3,500
F8330	801	RETIREMENT-GENERAL	\$	69,809
F8330	811	SOCIAL SECURITY & MEDICARE	\$	50,487
F8330	821	WORKERS' COMP-PREMIUM	\$	974

F8330	841	HEALTH INSURANCE	\$	96,009
F8330	842	DENTAL INSURANCE	\$	10,069
F8330	845	VISION COVERAGE-CSEA	\$	2,191
		<b>WATER FILTRATION</b>	<b>\$</b>	<b>1,710,452</b>
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F8340	110	SALARY & WAGES	\$	392,042
F8340	120	SICK INCENTIVE	\$	1,750
F8340	140	HOLIDAY PAY	\$	3,200
F8340	150	OVERTIME	\$	45,000
F8340	220	OFFICE EQUIPMENT	\$	500
F8340	230	VEHICLES	\$	5,000
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	\$	1,500
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	\$	16,500
F8340	801	RETIREMENT-GENERAL	\$	46,367
F8340	811	SOCIAL SECURITY & MEDICARE	\$	33,812
F8340	821	WORKERS' COMP-PREMIUM	\$	33,724
F8340	841	HEALTH INSURANCE	\$	104,604
F8340	842	DENTAL INSURANCE	\$	9,398
F8340	845	VISION COVERAGE-CSEA	\$	1,551
		<b>TRANSMISSION &amp; DISTRIB</b>	<b>\$</b>	<b>1,110,948</b>
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F9060	841	HEALTH INSURANCE	\$	130,000
		<b>HEALTH &amp; DENTAL INSURA</b>	<b>\$</b>	<b>130,000</b>
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F9710	690	PRINCIPAL	\$	653,037
F9710	790	INTEREST	\$	166,283
F9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	20,000
		<b>DEBT SERVICE</b>	<b>\$</b>	<b>839,320</b>
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F9730	690	PRINCIPAL	\$	126,300
F9730	790	INTEREST	\$	36,104
F9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	2,500
		<b>BOND ANTICIPATION NOTE</b>	<b>\$</b>	<b>164,904</b>
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F9785	690	PRINCIPAL	\$	339,127
F9785	790	INTEREST	\$	62,280
		<b>INSTALLMENT OBLIGATION</b>	<b>\$</b>	<b>401,407</b>
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F9510	905	TRNS OTH FND-GEN FND ADMN CHRG	\$	510,000
F9510	906	TRNS/OTH-GEN/FND RETURN/INVEST	\$	420,000
F9812	919	TRANSFER TO AL FOR TRASH SVC	\$	20,000
		<b>TRANSFERS TO OTHER FUN</b>	<b>\$</b>	<b>950,000</b>

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<b>WATER FUND TOTAL EXPENDITURES</b>			<b>\$</b>	<b>5,681,795</b>
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F99	2140	METERED WATER SALES-PUBLIC	\$	(3,300,000)
F99	21401	SERVICE FEE	\$	(450,000)
F99	2141	METERED WATER SALES OTHER COMM	\$	(1,500,000)
F99	2142	UNMETERED WATER SALES-PUBLIC	\$	(5,000)
F99	2144	WATER CONNECTION CHARGES	\$	(20,000)
F99	2145	METER REPAIR/REPLACE CHGS	\$	(1,500)
F99	2148	LATE CHARGES & PENALTIES	\$	(90,000)
F99	2151	DMU SERVICE FEES	\$	(30,000)
F99	2401	INTEREST EARNINGS	\$	(30,000)
F99	2650	SALE OF SCRAP & EXCESS MATL	\$	(2,500)
F99	2818	TRANSFER FROM SEWER FUND	\$	(130,882)
		<i>APPROPRIATED FUND BALANCE</i>	\$	<i>(121,913)</i>

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<b>TOTAL WATER REVENUES</b>			<b>\$</b>	<b>(5,681,795)</b>
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G1910	441	LIABILITY INSURANCE	\$	143,000
		<b>UNALLOCATED INSURANCE</b>	<b>\$</b>	<b>143,000</b>

G1911	100	UNALLOCATED SALARIES	\$	15,000
		<b>UNALLOCATED SALARIES</b>	<b>\$</b>	<b>15,000</b>

G1930	453	JUDGMENTS & SETTLEMENTS	\$	15,000
		<b>JUDGMENTS &amp; SETTLEMENT</b>	<b>\$</b>	<b>15,000</b>

G1950	454	TAXES ON CITY OWNED PROPERTY	\$	1,500
		<b>TAXES ON CITY OWNED PR</b>	<b>\$</b>	<b>1,500</b>

G1990	455	CONTINGENY	\$	30,000
		<b>CONTINGENCY</b>	<b>\$</b>	<b>30,000</b>

G8120	110	SALARY & WAGES	\$	452,806
G8120	120	SICK INCENTIVE	\$	850
G8120	140	HOLIDAY PAY	\$	2,500
G8120	150	OVERTIME	\$	18,000
G8120	220	OFFICE EQUIPMENT	\$	500
G8120	230	VEHICLES	\$	5,000
G8120	250	OTHER EQUIPMENT	\$	20,000
G8120	412	OPERATING SUPPLIES	\$	155,000
G8120	420	GAS	\$	1,500
G8120	425	ELECTRIC	\$	1,500

G8120	430	OTHER UTILITIES	\$	3,000
G8120	440	SERVICES	\$	57,500
G8120	460	TRAVEL, TRAINING, PROF DEV	\$	1,000
G8120	481	FUEL	\$	20,000
G8120	482	VEHICLE MAINT/REPAIRS	\$	13,500
G8120	801	RETIREMENT-GENERAL	\$	81,454
G8120	811	SOCIAL SECURITY & MEDICARE	\$	36,273
G8120	821	WORKERS' COMP-PREMIUM	\$	27,126
G8120	841	HEALTH INSURANCE	\$	116,687
G8120	842	DENTAL INSURANCE	\$	10,070
G8120	845	VISION COVERAGE-CSEA	\$	1,722
		<b>SANITARY SEWERS</b>	<b>\$</b>	<b>1,025,988</b>
<hr/>				
G8130	110	SALARY & WAGES	\$	923,520
G8130	120	SICK INCENTIVE	\$	1,600
G8130	130	TEMPORARY & PART TIME	\$	10,000
G8130	140	HOLIDAY PAY	\$	17,000
G8130	150	OVERTIME	\$	35,000
G8130	220	OFFICE EQUIPMENT	\$	1,500
G8130	250	OTHER EQUIPMENT	\$	155,000
G8130	411	OFFICE SUPPLIES	\$	1,000
G8130	412	OPERATING SUPPLIES	\$	205,600
G8130	420	NATURAL GAS	\$	45,000
G8130	425	ELECTRIC	\$	325,000
G8130	430	TELEPHONE & OTHER UTILITIES	\$	80,000
G8130	440	SERVICES	\$	730,700
G8130	450	FEES	\$	17,900
G8130	451	CONSULTING FEES	\$	20,000
G8130	460	TRAVEL, TRAINING, PROF DEV	\$	8,500
G8130	481	FUEL	\$	4,000
G8130	482	VEHICLE MAINT/REPAIRS	\$	8,000
G8130	490	POSTAGE	\$	500
G8130	801	RETIREMENT-GENERAL	\$	138,389
G8130	811	SOCIAL SECURITY & MEDICARE	\$	75,514
G8130	821	WORKERS' COMP-PREMIUM	\$	55,022
G8130	841	HEALTH INSURANCE	\$	231,545
G8130	842	DENTAL INSURANCE	\$	20,138
G8130	845	VISION COVERAGE-CSEA	\$	3,796
		<b>SEWAGE TREATMENT</b>	<b>\$</b>	<b>3,114,224</b>
<hr/>				
G9060	841	HEALTH INSURANCE	\$	105,000
		<b>HEALTH &amp; DENTAL INSURA</b>	<b>\$</b>	<b>105,000</b>
<hr/>				
G9710	690	PRINCIPAL	\$	2,124,735
G9710	790	INTEREST	\$	130,406
G9710	895	SERIAL BONDS-DEBT ADMINISTRATI	\$	20,000

<b>DEBT SERVICE</b>			<b>\$ 2,275,141</b>
G9730	690	PRINCIPAL	\$ 130,300
G9730	790	INTEREST	\$ 74,351
G9730	895	SERIAL BONDS-DEBT ADMINISTRATI	\$ 3,000
<b>BOND ANTICIPATION NOTE</b>			<b>\$ 207,651</b>
G9785	690	PRINCIPAL	\$ 115,652
G9785	790	INTEREST	\$ 21,240
<b>INSTALLMENT OBLIGATION</b>			<b>\$ 136,892</b>
G9812	918	TRANSFER TO POWER UTILITY FUND	\$ 5,000
G9812	919	TRANSFER TO AL FOR TRASH SVC	\$ 100,000
G9510	905	TRNS OTH FND-GEN FND ADMN CHRG	\$ 775,000
G9512	908	TRANSFER TO OTHER FNDS-WATER	\$ 130,882
<b>TRANSFERS TO OTHER FUN</b>			<b>\$ 1,010,882</b>
<i>BUDGET SURPLUS</i>			\$ 7,722
<b>SEWER FUND TOTAL EXPENDITURES</b>			<b>\$ 8,088,000</b>
G99	2120	SEWER RENTS-PUBLIC	\$ (5,000,000)
G99	2121	SEWER RENTS-OUTSIDE CITY	\$ (1,400,000)
G99	2128	PENS ON DELINQUENT SEWER BILLS	\$ (110,000)
G99	21401	SERVICE FEE	\$ (480,000)
G99	2151	DPW SERVICE FEES	\$ (30,000)
G99	2375	SEPTAGE/WELL WATER PROCESSING	\$ (950,000)
G99	2401	INTEREST EARNINGS	\$ (7,500)
G99	2650	SALE OF SCRAP & EXCESS MATL	\$ (500)
G99	2883	LANDFILL LEACHATE TREATMENT	\$ (110,000)
<b>TOTAL SEWER REVENUES</b>			<b>\$ (8,088,000)</b>



# **CITY OF AUBURN**

## **CONSOLIDATED FEE SCHEDULE**

**July 1, 2020 - June 30, 2021**

(all fees effective as of July 1, 2020)

## 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	Public Officer's Law, Section 87
Fire Prevention Permit	\$25.00	City Code Sec. 125-42C
Marriage License	\$40.00	
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
	\$300.00 per year	City Code Sec. 221-13
Transient Merchant License	\$135.00 per day	City Code Sec. 273-3C
	\$750.00 per year	
Sidewalk Café License	\$50.00 per year	City Code Sec. 248-2
Mobile Vending Cart License	\$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)	Up to 8.5" x 14"	City Code Sec. 75-6
	11" x 17"	
	Larger than 11" x 17" up to 24" x 36"	
	\$0.25 per page	
	\$0.50 per page	
	\$3.00 per page	



## CIVIL SERVICE FEES

FEE TYPE	FEE	Legal Reference
General Exam Fee	\$15.00	NY Civ. Service Law Section 50(
Police & Fire Exams	\$25.00	NY Civ. Service Law Section 50(

### **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

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
<b>Recreation</b>		
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		
Clubhouse Rental	\$150.00 per hour	
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**

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
<b>Residential Properties:</b>		
One unit	\$120.00	
Two units	\$235.00	
Three units	\$339.00	
Four units	\$432.00	
Five units	\$516.00	
Six units	\$592.00	
<b>Commercial and Tax-Exempt Properties:</b>		
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	254-34A(6)
Freon Extraction	\$45.00 each	
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.	City Code Sec. 242-43
Holding Tank Sludge	\$60.00 /1000 gal.	
Marina Holding Tank Sludge	\$60.00 /1000 gal.	
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.	City Code Sec. 242-53
Landfill Leachate	\$60.00 /1000 gal.	
SIU Permit Initial Fee (3 yrs.)	\$1,000.00 1st yr.	
SIU Permit Renewal Fee	\$250.00 renewal	
\$/# of TSS Over Limit	\$0.32	
\$/# of BOD Over Limit	\$0.32	
\$/# of P Over Limit	\$0.75	
\$/# of O&G Over Limit	\$0.26	
\$/# of TKN Over Limit	\$0.32	
pH Exceedance Administrative Penalty	\$25.00	



## TREASURER 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	\$20.00	
Fire Hydrant	\$25.00	285-45
Double Parking	\$15.00	
Handicapped	\$50 + \$30 NYS Surcharge	285-45
Fire Code	25	
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)	\$35.00	
Duplicate Bill	\$1.00	
Research Charge	\$25.00 per hour	
Returned Check Fee	\$25.00 per return	
Tax History Requests	\$0.25 per page	
Advertising Fee	\$20.00	
Foreclosure Fee	\$500.00	
Administrative Fee- (Foreclosure) Letters	\$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	
Treasurer's Fee:	5% of the past due school tax amount, including penalty when received for collection from the school, district. School Bill states "Administrative Fee of 5% as set by the NYS Tax Commissioner".	

## FIRE DEPARTMENT FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
Service- Insurance Companies Billed by TLC		City Code Chapter 167
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	\$50.00 per year	City Code Sec. 125-43C
Hotel/Motel Inspections	\$75.00 per hour	
Administrative Penalties for False Alarms:		
First, second & third unintentional in any year	Warning issued	City Code Sec. 227-5C
Fourth unintentional false alarm in the same year	\$50.00	
Fifth unintentional false alarm in the same year	\$100.00	
Sixth unintentional false alarm in the same year	\$200.00	
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	City Code Sec. 183-4(I)
Beginning of Second Year	\$500.00	
Beginning of Third Year	\$1,000.00	
Beginning of Fourth Year	\$1,500.00	
Beginning of Fifth Year and Beyond	\$2,000.00	
All Reports & Faxing	\$0.25 per page	
Photos (CD Only)	\$40.00	

## PARKING GARAGE FEES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
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### Garage Hourly Rates

0-2 Hours	\$0.00	285-21A
2-3 Hours	\$1.00	285-21B
3-4 Hours	\$2.00	
4-5 Hours	\$3.00	
5-6 Hours	\$4.00	
6-7 Hours	\$5.00	
7+ Hours	\$6.00	

## CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
<b>Code Enforcement Fees</b>		
HVAC Permits		
Residential	\$20.00 per unit installed	
Commercial	\$100.00 per unit installed	
Certificate of Occupancy		164-3A
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	
Building Permits		164-2A
<b>CONSULT CODE ENFORCEMENT OFFICER FOR ALL REQUIREMENTS</b>		
FOR ALL PERMITS THERE IS A \$40 BASE FEE PLUS THE FOLLOWING APPLICATION FEES:		
	\$40.00 base fee	
Additions Residential	\$10.00 plus \$0.10 sq. ft.	
Bath Remodels	\$25.00 each	
Decks	\$0.10 Per sq. ft. over 100 sq. ft.	
Fences		
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)	\$10.00 plus \$0.10 sq. ft.	
Kitchen Remodels	\$25.00 each	
Miscellaneous: (Includes doors, soffit/fascia, chimney repair)	\$20.00 flat fee, no base fee	
Porches & Steps	No additional charge (base fee only)	
Remodel General		
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		
Resurface	\$20.00	
New Driveway, expansion, replacement	\$40.00	
Pools		
Above ground- 48" or less to ground, must be fenced	\$30.00	
In ground- must be fenced	\$40.00	
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 \$140.00 each additional hour	259-40B
Snow Removal	\$180.00	259-6
Trash Removal	\$180.00 first hour \$140.00 each additional hour	
Actual cost plus 50% admin Fee		
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

FEE TYPE	FEE AMOUNT	CITY CODE REF.
<b>Licenses</b>		
Electricians:		153-11
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	
 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)
 <b>Plumbing Permits:</b>		
1. New Construction		
1A. Single-Family residences		Application fee of \$50 plus \$5 per fixture
1B. Multiple residences		
1B-1. Two to 10 units		Application fee of \$100 plus \$5 per fixture
1B-2. Eleven to 20 units		Application fee of \$250 plus \$5 per fixture
1B-3. Twenty-one units or more		Application fee of \$500 plus \$5 per fixture
1C. Commercial Plumbing work		
1C-1. Under \$25,000		Application fee of \$100 plus \$10 per fixture
1C-2. Between \$25,000 and \$100,000		Application fee of \$250 plus \$10 per fixture
1C-3. Between \$100,000 and \$500,000		Application fee of \$500 plus \$10 per fixture
1C-4. Over \$500,000		Application fee of \$750 plus \$10 per fixture
2. Renovations and additions		
2A. Single-family residences		Application fee of \$25 plus \$5 per fixture
2B. Multiple residences		Application fee of \$100 plus \$5 per fixture
2C. Commercial or other plumbing work		Application fee of \$100 plus \$10 per fixture

## CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
<b>3. Other Work</b>		
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. Manhole 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	
<b>Planning and Zoning Fees</b>		
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 Wireless Telecommunication Facility	\$5,000.00	300-10F(1)
Collocation on existing Wireless Telecommunication Facility or other suitable existing building	\$2,500.00	300-10F(2)
Zoning Amendment Request	\$250.00	305-108
ZBA-Area Variance	\$100.00	305-105(3a)
ZBA-Use Variance	\$200.00	

## CODE ENFORCEMENT/ PLANNING/ ZONING FEES

FEE TYPE	FEE AMOUNT	CITY CODE REF.
Subdivisions:		164-5H
Administrative Subdivision/ Lot Line Adjustment	\$75.00	
Minor Subdivision	\$75.00 plus \$25 per lot	
Major Subdivision	\$300.00 plus \$30 per lot	
Special Use Permit	\$150.00	164-5A
Certificate of Compliance	\$50.00	164-5E
Housing Book	\$14.00	1-9A
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	1st Free	
	2nd \$75.00	
	3rd \$150.00	
Welder to thaw pipes	1st \$50.00 plus labor	
	2nd \$150.00 plus labor	
	3rd \$500.00 plus labor	
	4th \$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	
Auctioneer License	\$150.00 per year	109-2A
Commission of Deeds (waived for City employees)	\$10.00	
<b>Event Fees:</b>		
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

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
Water/Sewer Lateral Revolving Loan- Admin Fees	\$ 25.00	
Retail Charges for Water:		City Charter Section 120 and City Code Chapter 297
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		City Code Chapter 242
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	

## WATER AND SEWER SERVICE CHARGES

FEE TYPE	FEE AMOUNT	CITY CODE REFERENCE
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.