

City of Biddeford, Maine

FY2017

Budget: PW Admin/Fleet Maint. Exp

Account Number: 21161

	FY14	FY15	FY15	FY15	FY16	FY16	FY16	FY2017	
	Spent	Budget	Spent	Budget	Budget	Yr to Date Spent thru 3/14/2016	Dept Head	Manager's Rec	City Council Rec
Personal Services:	\$1,269,822	\$1,326,218	\$1,340,611	\$1,359,693	\$939,640	\$1,390,992	\$1,390,992	\$1,390,742	
Purchased Services	\$3,891	\$5,200	\$4,777	\$5,200	\$3,919	\$5,250	\$5,250	\$5,250	
Utilities & Fuel	\$82,182	\$84,527	\$91,447	\$85,002	\$47,836	\$80,746	\$80,746	\$77,746	
Operating Costs	\$64,808	\$63,875	\$68,922	\$69,275	\$45,051	\$77,250	\$77,250	\$73,600	
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

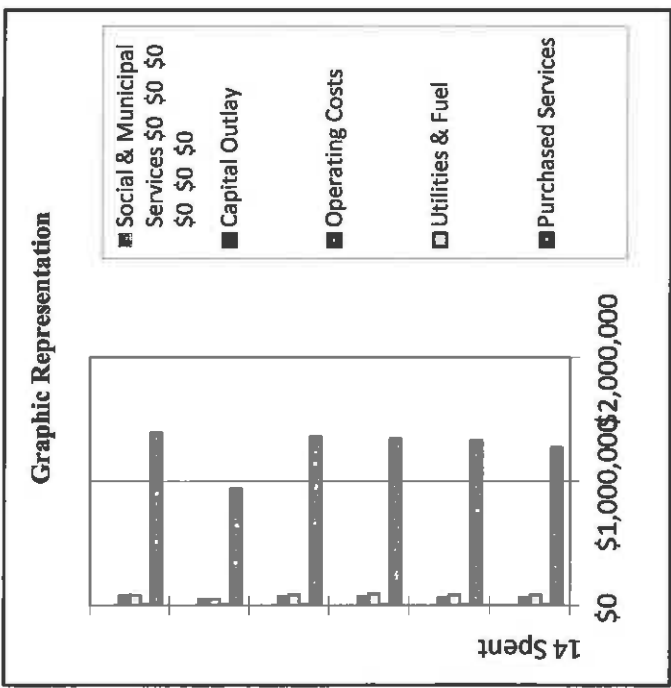
TOTALS:

\$1,420,702 \$1,479,820 \$1,505,757 \$1,519,170 \$1,036,447 \$1,554,238 \$1,547,338 \$0



FRINGE BENEFIT IMPACT (Estimated):

FICA	\$74,152
Workers Comp	\$14,734
Health Insurance	\$257,417
Retirement	\$83,810
Unemployment	\$0
Other Insurance	\$3,629
# of Full Time Employees	0.00
Total Fringe Benefit Impact	\$433,742



	FY16 Budget	FY17 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$1,359,693	\$1,390,742	\$31,049	2.28%
Purchased Services	\$5,200	\$5,250	\$50	0.96%
Utilities & Fuel	\$85,002	\$77,746	(\$7,256)	-8.54%
Operating Costs	\$69,275	\$73,600	\$4,325	6.24%
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
TOTALS:	\$1,519,170	\$1,547,338	\$28,168	1.85%

FY2017 Personnel Services

Account Number	Description	FY14		FY15		FY16		FY16		FY2017	
		Spent	Budget	Spent	Budget	Yr to Date Spent	Budget	Dept Head	Mgr's Rec		
60101	Dept Head Salary	\$56,093	\$56,929	\$56,936	\$58,291	\$39,872	\$58,648	\$58,648	\$58,648	\$58,648	
60102	Mid Mgt Hrly Employee Wage	\$226,117	\$228,535	\$230,130	\$233,980	\$164,551	\$236,031	\$236,031	\$236,031	\$236,031	
60105	F-T Employee Wage	\$562,650	\$576,500	\$571,443	\$592,389	\$405,958	\$600,522	\$600,522	\$600,522	\$600,522	
60111	Overtime Wage Exp	\$56,967	\$60,779	\$75,364	\$62,443	\$48,793	\$63,307	\$63,307	\$63,307	\$63,307	
60129	Insurance Buyout	\$875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
60201	FICA/Medicare Employer Share	\$64,307	\$71,214	\$65,721	\$73,095	\$46,181	\$74,152	\$74,152	\$74,152	\$74,152	
60202	MPERS-Employer Share	\$45,320	\$57,720	\$59,182	\$67,584	\$47,588	\$73,017	\$73,017	\$73,017	\$73,017	
60203	457 Employer Share	\$7,746	\$8,164	\$7,877	\$8,391	\$5,578	\$10,793	\$10,793	\$10,793	\$10,793	
60210	HPHC Ins Employer Share	\$27,050	\$40,930	\$40,729	\$36,169	\$22,985	\$32,904	\$32,904	\$32,904	\$32,904	
60211	NNEBT Ins Employer Share	\$206,718	\$210,600	\$221,381	\$212,504	\$150,201	\$224,513	\$224,513	\$224,513	\$224,513	
60212	S-T Disability ER Share	\$181	\$192	\$185	\$219	\$137	\$231	\$231	\$231	\$231	
60213	L-T Disability ER Share	\$677	\$925	\$703	\$929	\$553	\$1,058	\$1,058	\$1,058	\$1,058	
60217	RHSA Plan ER Share	\$0	\$0	\$0	\$0	\$0	\$2,340	\$2,340	\$2,340	\$2,340	
60230	Clothing/Uniform Ex	\$4,630	\$4,200	\$3,891	\$4,200	\$1,307	\$4,200	\$4,200	\$4,200	\$4,200	
60251	Conference/Training	\$4,151	\$3,000	\$2,268	\$3,000	\$3,205	\$3,500	\$3,500	\$3,250	\$3,250	
60252	Travel/Mileage	\$4,142	\$5,330	\$4,204	\$5,274	\$2,193	\$4,886	\$4,886	\$4,886	\$4,886	
60253	Food/Lodging	\$1,616	\$650	\$0	\$650	\$0	\$350	\$350	\$350	\$350	

Totals		\$1,269,822	\$1,326,218	\$1,340,611	\$1,359,693	\$939,640	\$1,390,992	\$1,390,992	\$1,390,742
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FY2017 Purchased Services

Account Number	Description	FY14		FY15		FY16		FY17		Mgr's Rec
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head			
60310	Service Contracts	\$3,705	\$5,000	\$4,461	\$5,000	\$3,731	\$5,000	\$5,000	\$5,000	
60325	Postage/Shipping	\$186	\$200	\$316	\$200	\$188	\$250	\$250	\$250	
Totals		\$3,891	\$5,200	\$4,777	\$5,200	\$3,919	\$5,250	\$5,250	\$5,250	

FY2017 Utilities & Fuel

Account Number	Description	FY14		FY15		FY16		FY17	
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head	Mgr's Rec	
60400	Electricity	\$23,402	\$23,000	\$22,210	\$24,610	\$15,198	\$23,500	\$23,500	
60401	Water	\$1,812	\$2,400	\$2,140	\$2,760	\$1,210	\$2,200	\$2,200	
60402	Phone/Cell/Pager	\$9,961	\$10,892	\$9,625	\$10,892	\$4,343	\$10,462	\$10,462	
60404	Sewer User	\$4,201	\$3,800	\$5,008	\$3,800	\$2,028	\$5,000	\$5,000	
60405	Heating Fuel	\$22,150	\$25,000	\$33,798	\$25,000	\$13,278	\$28,000	\$25,000	
60411	Gasoline	\$20,656	\$19,435	\$18,666	\$17,940	\$11,779	\$11,584	\$11,584	
Totals		\$82,182	\$84,527	\$91,447	\$85,002	\$47,836	\$80,746	\$77,746	

FY2017 Other Operating Costs

Account Number	Description	FY14		FY15		FY16		FY16		FY2017	
		Spent	Budget	Spent	Budget	Budget	Yr to Date Spent	Dept Head	Mgr's Rec		
60450	Building Repair/Maintenance	\$14,863	\$9,000	\$12,738	\$10,000	\$10,000	\$8,271	\$12,000	\$12,000	\$12,000	
60452	Operating Equip Repair	\$6,106	\$10,000	\$5,418	\$10,000	\$10,000	\$5,176	\$10,000	\$10,000	\$8,000	
60453	Vehicle Repair/Tires/Oil	\$11,181	\$9,000	\$10,299	\$9,000	\$9,000	\$5,028	\$9,200	\$9,200	\$9,000	
60461	Repair/Maint-Communications	\$263	\$1,000	\$3,976	\$4,000	\$4,000	\$1,077	\$4,000	\$4,000	\$4,000	
60500	Admin/Office Supplies	\$12,157	\$12,700	\$13,379	\$14,000	\$14,000	\$7,262	\$14,000	\$14,000	\$14,000	
60501	Operating Supplies	\$8,788	\$7,500	\$9,698	\$8,000	\$8,000	\$3,789	\$8,000	\$8,000	\$8,000	
60505	Construction Supplies	\$1,338	\$2,000	\$2,707	\$2,000	\$2,000	\$210	\$2,000	\$2,000	\$2,000	
60506	Equipment/Small Tools	\$7,488	\$7,950	\$7,800	\$7,950	\$7,950	\$9,535	\$13,450	\$13,450	\$12,000	
60509	Cleaning Supplies	\$1,793	\$3,500	\$2,595	\$3,100	\$3,100	\$3,026	\$3,100	\$3,100	\$3,100	
60797	Misc Expense	\$831	\$1,225	\$313	\$1,225	\$1,225	\$1,677	\$1,500	\$1,500	\$1,500	
Totals		\$64,808	\$63,875	\$68,922	\$69,275	\$69,275	\$45,051	\$77,250	\$77,250	\$73,600	



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Dept Manager Salary Exp

Department Number: 21161

Account Number: 60101

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$56,092.53	\$56,929.00	\$56,935.74	\$ 58,291.00	\$58,291.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$58,648.00	\$58,648.00		\$357.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

58% of Director's Salary with a 1% increase included

See payroll workseet for details

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2017 BUDGET

DEPARTMENT: Public Works Admin / Vehicle Maint.

CLASSIFICATION	RANGE	POSITION	YEAREND		CITY MANAGER RECOMMEND.	COUNCIL APPROP.	NAME
			ANNUALIZED TOTAL	REQUESTED			
Public Works Director	0.58		58,291	58,648			Guy Casavant
Comptroller	0.33		19,920	20,044			Richard Dutremble
Street Working Supervisor	1		62,914	63,903			Keith Lovejoy
Asst. Public Works Director	1		82,817	83,331			Carl Marcotte
Asst. Public Works Director	1		68,329	68,753			Ray Parent
Mechanic 1	1		53,378	54,003			Jayson Beaulieu
Head Mechanic	1		55,954	56,792			Larry Collomy
Admin. Asst.	1		41,839	42,096			Kara Cote
Body & Fender	1		55,451	56,100			Jerald Court
Mechanic 1	1		49,160	49,956			Ronald Court
Laborer / Utility	1		35,746	36,310			Paul Cross
Parts Technicien	1		46,513	47,246			Guy Deprey
Mechanic 1	1		51,193	51,924			Mark Dunham
Mechanic 1	1		50,400	51,149			Dave Harriman
Mechanic 1	1		49,834	50,596			Alan Jackson
Mechanic 1	1		50,935	51,653			Jeremy Morais
Mechanic 1	1		51,986	52,698			Steve Roscia

TOTAL BUDGETED POSITIONS **15.91 884,660 895,202 0 0**



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21161

Account Number: 60102

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$226,116.63	\$228,535.00	\$230,130.21	\$ 233,980.00	\$233,995.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$236,031.00	\$236,031.00		\$2,051.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

- 33 % of Comptroller salary with a 1% increase
- 1 Street Working Supervisor salary with a 2% increase
- 1 Asst. Director of Maintenance salary with a 1% increase
- 1 Asst. Director of Operations salary with a 1% increase

See payroll worksheet for details



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: F-T Employee Wage Exp

Department Number: 21161

Account Number: 60105

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$562,649.95	\$576,500.00	\$571,443.47	\$ 592,389.00	\$592,389.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$600,522.00	\$600,522.00		\$8,133.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

- 1 Head Mechanic wages with a 2% increase
- 7 Mechanic positions wages with a 2% increase
- 1 Body & Fender wages with a 2% increase
- 1 Parts Technicien wages with a 2% increase
- 1 Laborer/Utility wages with a 2% increase
- 1 Admin. Assistant wages with a 1% increase

See payroll worksheet for details



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Overtime Wage Expense

Department Number: 21161

Account Number: 60111

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$56,967.25	\$60,779.00	\$75,363.67	\$ 62,443.00	\$62,443.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$63,307.00	\$63,307.00		\$864.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime needs based upon historical data



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Insurance Buyout Pay

Department Number: 21161

Account Number: 60129

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$875.00	\$0.00	\$0.00	\$ -	\$0.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

None anticipated



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: FICA/Medicare-ER Share Exp

Department Number: 21161

Account Number: 60201

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$64,307.41	\$71,214.00	\$65,720.70	\$ 73,095.00	\$73,095.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$74,152.00	\$74,152.00		\$1,057.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

7.65% of applicable salaries and wages



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: MPERS-Employer Share Exp

Department Number: 21161

Account Number: 60202

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$45,320.06	\$57,720.00	\$59,181.71	\$ 67,584.00	\$675,847.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$73,017.00	\$73,017.00		\$5,433.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

9.5% of applicable salaries and wages



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: 457 Plan-Employer Share Exp

Department Number: 21161

Account Number: 60203

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$7,745.72	\$8,164.00	\$7,876.74	\$ 8,391.00	\$8,391.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$10,793.00	\$10,793.00		\$2,402.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Up to 6.0% of applicable salaries and wages



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: HPHC Ins Employer Share Exp

Department Number: 21161

Account Number: 60210

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$27,049.68	\$40,930.00	\$40,729.41	\$ 36,169.00	\$36,169.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$32,904.00	\$32,904.00		(\$3,265.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Health Ins. Premiums for Director, Comptroller and Admin. Assitant w/5% inc. projected

Decrease in total due to a change in plan for Comptroller from 2 person to single



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: NNEBT Ins Employer Share Exp

Department Number: 21161

Account Number: 60211

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$206,718.41	\$210,600.00	\$221,381.48	\$ 212,504.00	\$212,504.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$224,513.00	\$224,513.00		\$12,009.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Health Insurance premiums for Street Working Supervisor, Head Mechanic, Mechanics, Body & Fender, Parts Technician, Laborer/Utility w/ 5% increase projected



**Fiscal Year 2017
Budget Request**

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: S-T Disability ER Share Exp

Department Number: 21161

Account Number: 60212

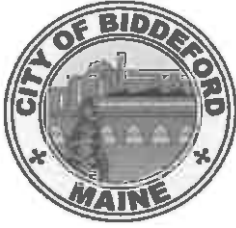
FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$180.80	\$192.00	\$184.57	\$ 219.00	\$219.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$231.00	\$231.00		\$12.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Projected Premiums for Director, Asst. Directors, Comptroller and Admin. Asst. positions



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: L-T Disability ER Share Exp

Department Number: 21161

Account Number: 60213

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$677.41	\$925.00	\$703.09	\$ 929.00	\$929.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,058.00	\$1,058.00		\$129.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected Premiums for Director, Asst. Directors, Comptroller & Street Working Supervisor positions



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Delta Dental ER Share Exp

Department Number: 21161

Account Number: 60216

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$0.00	\$0.00	\$0.00	\$ -	\$0.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected Premium for Admin. Asst. position



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: RHSA Plan ER Share Exp

Department Number: 21161

Account Number: 60217

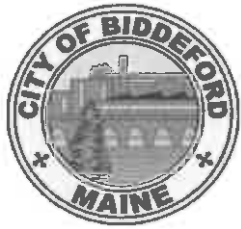
FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$0.00	\$0.00	\$0.00	\$ -	\$780.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,340.00	\$2,340.00		\$2,340.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected contribution to the Retiree Health Account for applicable employees

3 positions @ &780 each



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21161

Account Number: 60230

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$4,629.59	\$4,200.00	\$3,890.78	\$ 4,200.00	\$4,200.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,200.00	\$4,200.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for following positions :

- Street Working Supervisor
- Head Mechanic
- 7 Mechanics
- Body & Fender position
- Parts Technicien position
- Laborer/Utility position



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Conferences/Training Expense

Department Number: 21161

Account Number: 60251

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$4,151.00	\$3,000.00	\$2,268.00	\$ 3,000.00	\$3,650.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,500.00	\$3,250.00		\$250.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected training costs for Street Working Supervisor, Head Mechanic, Mechanics, Body & Fender, Parts Technician and Admins. Asst. positions



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Travel/Mileage Expense

Department Number: 21161

Account Number: 60252

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$4,142.11	\$5,330.00	\$4,204.03	\$ 5,274.00	\$4,900.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,886.00	\$4,886.00		(\$388.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Toll costs for following :

- Trash trucks :
- Large Item truck :
- Parts pick ups & misc.

Total :



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Food/Lodging Expense

Department Number: 21161

Account Number: 60253

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,616.11	\$650.00	\$0.00	\$ 650.00	\$0.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$350.00	\$350.00		(\$300.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs related to off site training sessions



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Dues/Memberships Expense

Department Number: 21161

Account Number: 60256

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$582.00	\$550.00	\$597.00	\$ 575.00	\$537.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$540.00	\$540.00		(\$35.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

APWA (American Public Works Association) membership dues

Director
2 Asst. Directors

Total :



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Service Contracts Expense

Department Number: 21161

Account Number: 60310

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$3,705.00	\$5,000.00	\$4,461.42	\$ 5,000.00	\$5,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,000.00	\$5,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual service contracts :

Heating / AC unit :	\$2,800.00
Cranes :	\$550.00
Fire alarms & fuel island :	\$1,650.00
Total :	\$5,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Postage/Shipping Expense

Department Number: 21161

Account Number: 60325

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$186.02	\$200.00	\$315.75	\$ 200.00	\$260.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$250.00	\$250.00		\$50.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs for shipping of parts based upon historical data



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Electricity Expense

Department Number: 21161

Account Number: 60400

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$23,401.60	\$23,000.00	\$22,210.27	\$ 24,610.00	\$24,610.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$23,500.00	\$23,500.00		(\$1,110.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected electrical costs for Public Works facility, no rate increase projected



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Water Expense

Department Number: 21161

Account Number: 60401

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,812.17	\$2,400.00	\$2,139.98	\$ 2,760.00	\$2,100.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,200.00	\$2,200.00		(\$560.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs for water service for Public Works facility based upon historical data
No rate increase projected



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Phone/Celular/Paging Exp

Department Number: 21161

Account Number: 60402

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$9,961.05	\$10,892.00	\$9,624.92	\$ 10,892.00	\$10,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$10,462.00	\$10,462.00		(\$430.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Phone & GPS costs :

27 GPS units	\$5,930.00
5 cell phones	\$2,040.00
1 smart phone	\$612.00
2 land lines	\$900.00
1 tablet for Veh. Maint.	\$480.00
Misc.	\$500.00
 Total :	 \$10,462.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Sewer User Fee Expense

Department Number: 21161

Account Number: 60404

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$4,201.10	\$3,800.00	\$5,008.20	\$ 3,800.00	\$5,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,000.00	\$5,000.00		\$1,200.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon historical data, no rate increase projected



**Fiscal Year 2017
Budget Request**

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Heating Fuel Expense

Department Number: 21161

Account Number: 60405

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$22,149.96	\$25,000.00	\$33,797.99	\$ 25,000.00	\$25,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$28,000.00	\$25,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Projected cost based upon historical data, no rate increase projected



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Gasoline Expense

Department Number: 21161

Account Number: 60411

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$20,655.68	\$19,435.00	\$18,665.81	\$ 17,940.00	\$17,386.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$11,584.00	\$11,584.00		(\$6,356.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

6,400 gallons @ \$1.81 \$11,584.00

FY 16 usage for 6 months :	3,000 gallons
FY 15 usage :	5,810 gallons
FY 14 usage :	6,315 gallons
FY 13 usage :	6,498 gallons



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Building Repair/Maint Exp

Department Number: 21161

Account Number: 60450

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$14,862.51	\$9,000.00	\$12,738.49	\$ 10,000.00	\$10,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$12,000.00	\$12,000.00		\$2,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Overhead door maint.	\$6,000.00
Painting & electrical	\$4,000.00
Misc.	\$2,000.00
Total :	\$12,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Operating Equip Repair Exp

Department Number: 21161

Account Number: 60452

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$6,106.31	\$10,000.00	\$5,417.72	\$ 10,000.00	\$10,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$10,000.00	\$8,000.00		(\$2,000.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mechanical lifts	\$3,000.00
Vehicle jacks	\$2,000.00
Compressors	\$2,000.00
Fuel Island	\$3,000.00
Total :	\$10,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21161

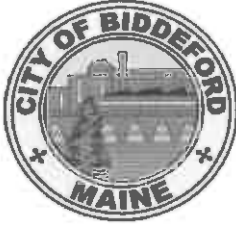
Account Number: 60453

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$11,180.69	\$9,000.00	\$10,299.02	\$ 9,000.00	\$8,800.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$9,200.00	\$9,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit #	Cost
1	\$750.00
2	\$1,200.00
3	\$2,000.00
7	\$2,100.00
9	\$2,100.00
42	\$1,050.00
Total :	\$9,200.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Repair/Maint-CommunsEquip

Department Number: 21161

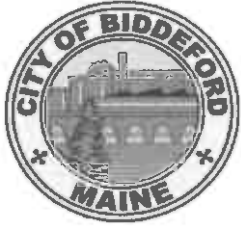
Account Number: 60461

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$263.25	\$1,000.00	\$3,975.79	\$ 4,000.00	\$4,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,000.00	\$4,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Communications tower, bldg. & components	\$3,000.00
Radios	\$1,000.00
Total :	\$4,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21161

Account Number: 60500

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$12,157.25	\$12,700.00	\$13,379.20	\$ 14,000.00	\$13,500.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$14,000.00	\$14,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maint. Dossier Online Service	\$4,700.00
Laptop Update	\$1,600.00
Office Supplies	\$3,000.00
Mitchell's Manuals	\$3,900.00
Scan Tool Update	\$800.00
Total :	\$14,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21161

Account Number: 60501

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$8,787.59	\$7,500.00	\$9,697.81	\$ 8,000.00	\$8,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$8,000.00	\$8,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Prod. Maint. Supplies	\$2,250.00
Safety equip.	\$2,350.00
Medical Supplies	\$1,000.00
Safety Boots	\$2,400.00
Total :	\$8,000.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Construction Supplies

Department Number: 21161

Account Number: 60505

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,338.00	\$2,000.00	\$2,707.19	\$ 2,000.00	\$2,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,000.00	\$2,000.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fencing	\$500
Gravel	\$250.00
Loam \$ seed	\$250.00
Stone	\$500.00
Misc.	\$500.00
Total :	\$2,000



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21161

Account Number: 60506

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$7,488.03	\$7,950.00	\$7,799.50	\$ 7,950.00	\$7,950.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$13,450.00	\$12,000.00		\$4,050.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tool Allowances for 9 mechanics	\$4,950.00
Replace Power washer	\$5,500.00
Misc. garage tools	\$3,000.00

Total : \$13,450.00

reduce misc line for one year because of power wacher purchase



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Cleaning Supplies Expense

Department Number: 21161

Account Number: 60509

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,793.07	\$3,500.00	\$2,594.64	\$ 3,100.00	\$3,100.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,100.00	\$3,100.00		\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs using historical data and using "greener" products



Fiscal Year 2017 Budget Request

March 14, 2016

Department: PW Admin/Fleet Maint. Exp

Account Title: Miscellaneous Expense

Department Number: 21161

Account Number: 60797

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$831.31	\$1,225.00	\$313.00	\$ 1,225.00	\$1,500.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,500.00	\$1,500.00		\$275.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

UST Registration	\$200.00
CIRF Fees	\$425.00
UST Inspections	\$875.00
Total :	\$1,500.00