

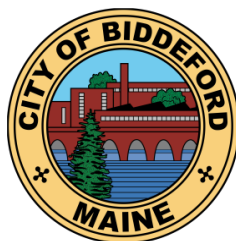
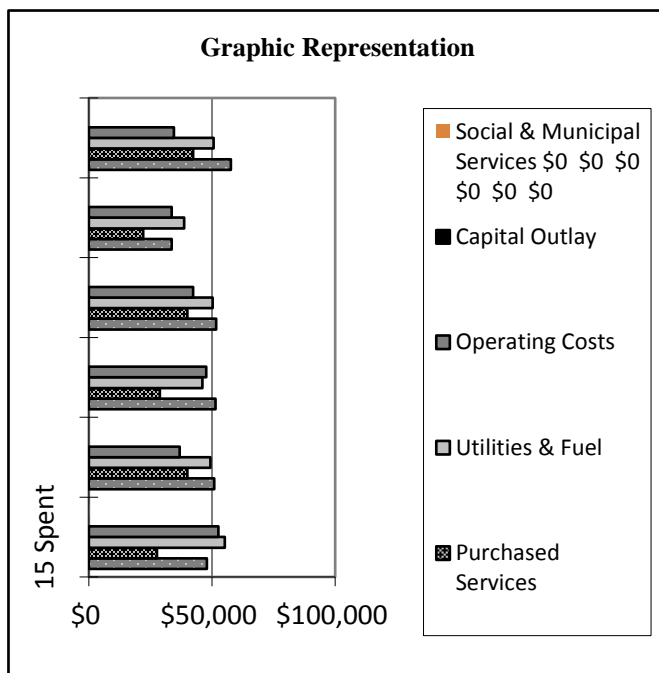
# City of Biddeford, Maine

FY2018

## Budget: City Hall Building Exp

Account Number: 21121

	FY15	FY16	FY16	FY17	FY17	FY2018		
	Spent	Budget	Spent	Budget	Yr to Date Spent thru 3/1/2017	Dept Head	Manager's Rec	City Council Rec
Personnel Services:	\$47,877	\$50,933	\$51,410	\$51,623	\$33,672	\$57,626	\$43,689	
Purchased Services	\$27,689	\$40,000	\$28,842	\$40,000	\$22,088	\$42,347	\$42,348	
Utilities & Fuel	\$55,134	\$49,296	\$46,137	\$50,295	\$38,744	\$50,649	\$50,649	
Operating Costs	\$52,622	\$36,875	\$47,653	\$42,350	\$33,647	\$34,600	\$29,800	
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTALS:</b>	<b>\$183,323</b>	<b>\$177,104</b>	<b>\$174,041</b>	<b>\$184,268</b>	<b>\$128,151</b>	<b>\$185,222</b>	<b>\$166,485</b>	<b>\$0</b>



Total Fringe Benefit Impact

FRINGE BENEFIT IMPACT (Estimated):	
FICA	\$3,519
Workers Comp	\$1,581
Health Insurance	\$7,290
Retirement	\$0
Unemployment	\$0
Other Insurance	\$178
# of Full Time Employees	1.00
<b>Total Fringe Benefit Impact</b>	<b>\$12,568</b>

	FY17 Budget	FY18 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$51,623	\$43,689	-\$7,934	\$0
Purchased Services	\$40,000	\$42,348	\$2,348	\$0
Utilities & Fuel	\$50,295	\$50,649	\$354	\$0
Operating Costs	\$42,350	\$29,800	-\$12,550	\$0
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
<b>TOTALS:</b>	<b>\$184,268</b>	<b>\$166,485</b>	<b>-\$17,783</b>	<b>-9.7%</b>

## FY2018 Personnel Services

Account Number	Description	FY15 Spent	FY16 Budget	FY16 Spent	FY17 Budget	FY17 Yr to Date Spent	FY2018	
							Dept Head	Mgr's Rec
60105	F-T Employee Wage Exp	\$37,333	\$38,162	\$38,620	\$38,396	\$25,414	\$41,031	\$41,189
60111	Overtime Wage Expense	\$2,249	\$2,042	\$1,953	\$2,000	\$1,041	\$2,084	\$2,000
60129	Insurance Buyout Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60201	FICA/Medicare-ER Share Exp	\$2,895	\$3,076	\$3,005	\$3,187	\$1,974	\$3,235	\$0
60203	457 Plan-Employer Share Exp	\$0	\$0	\$0	\$0	\$494	\$2,604	\$0
60210	HPHC Ins Employer Share Exp	\$5,045	\$6,844	\$6,603	\$6,649	\$4,302	\$7,282	\$0
60212	S-T Disability ER Share Exp	\$80	\$109	\$93	\$111	\$70	\$111	\$0
60216	Delta Dental ER Share	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60217	RHSA Plan ER Share	\$0	\$0	\$0	\$780	\$377	\$780	\$0
60230	Clothing/Uniforms Expense	\$0	\$200	\$150	\$150	\$0	\$150	\$150
60252	Travel/Mileage Expense	\$276	\$500	\$986	\$350	\$0	\$350	\$350
<b>Totals</b>		<b>\$47,877</b>	<b>\$50,933</b>	<b>\$51,410</b>	<b>\$51,623</b>	<b>\$33,672</b>	<b>\$57,626</b>	<b>\$43,689</b>

## FY2018 Purchased Services

Account Number	Description	FY15 Spent	FY16 Budget	FY16 Spent	FY17 Budget	FY17 Yr to Date Spent	FY2018	
							Dept Head	Mgr's Rec
60310	Service Contracts Expense	\$27,689	\$40,000	\$28,842	\$40,000	\$22,088	\$42,347	\$42,348
<b>Totals</b>		<b>\$27,689</b>	<b>\$40,000</b>	<b>\$28,842</b>	<b>\$40,000</b>	<b>\$22,088</b>	<b>\$42,347</b>	<b>\$42,348</b>

## FY2018 Utilities &amp; Fuel

Account Number	Description	FY15 Spent	FY16 Budget	FY16 Spent	FY17 Budget	FY17 Yr to Date Spent	FY2018	
							Dept Head	Mgr's Rec
60400	Electricity Expense	\$27,296	\$29,500	\$26,792	\$29,500	\$23,950	\$29,500	\$29,500
60401	Water Expense	\$1,288	\$1,896	\$1,089	\$1,750	\$700	\$2,100	\$2,100
60404	Sewer User Fee Expense	\$1,325	\$1,800	\$1,403	\$1,500	\$887	\$1,500	\$1,500
60405	Heating Fuel Expense	\$25,225	\$16,000	\$16,580	\$17,500	\$13,207	\$17,500	\$17,500
60411	Gasoline Expense	\$0	\$100	\$274	\$45	\$0	\$49	\$49
<b>Totals</b>		<b>\$55,134</b>	<b>\$49,296</b>	<b>\$46,137</b>	<b>\$50,295</b>	<b>\$38,744</b>	<b>\$50,649</b>	<b>\$50,649</b>

## FY2018 Other Operating Costs

Account Number	Description	FY15 Spent	FY16 Budget	FY16 Spent	FY17 Budget	FY17 Yr to Date Spent	FY2018	
							Dept Head	Mgr's Rec
60450	Building Repair/Maint Exp	\$46,060	\$33,000	\$39,526	\$37,500	\$29,983	\$29,700	\$25,000
60452	Operating Equip Repair Exp	\$386	\$300	\$1,459	\$300	\$0	\$300	\$300
60453	Vehicle Repair/Tires/Oil Exp	\$25	\$75	\$68	\$50	\$44	\$100	\$100
60501	Operating Supp/Eqt Non-Cap	\$3,894	\$2,000	\$3,453	\$2,000	\$2,170	\$2,000	\$1,900
60509	Cleaning Supplies Expense	\$2,258	\$1,500	\$3,147	\$2,500	\$1,450	\$2,500	\$2,500
<b>Totals</b>		<b>\$52,622</b>	<b>\$36,875</b>	<b>\$47,653</b>	<b>\$42,350</b>	<b>\$33,647</b>	<b>\$34,600</b>	<b>\$29,800</b>

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET  
 Fiscal Year 2018 BUDGET

DEPARTMENT: 21121 City Hall Building Exp

CLASSIFICATION	RANGE	POSITION	YEAREND	REQUESTED	CITY MANAGER	COUNCIL	NAME
			ANNUALIZED				
City Hall Maintenance		1	41,031.00	41,188.81	41,188.81		RENALD LAROSE

TOTAL BUDGETED POSITIONS		<b>1</b>	<b>41,031.00</b>	<b>41,188.81</b>	<b>41,188.81</b>	<b>0.00</b>	
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## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: F-T Employee Wage Exp

Department Number: 21121

Account Number: 60105

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$37,332.51	\$38,162.00	\$38,620.43	\$38,396.00	\$38,396.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$41,031.00	\$41,188.81		\$2,792.81

**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.

Payroll cost for roving maintenance person.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Overtime Wage Expense

Department Number: 21121

Account Number: 60111

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,249.08	\$2,042.00	\$1,952.73	\$2,000.00	\$500.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,084.00	\$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.

Over time hours needed for snow removal, event set up and help wth elections.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Insurance Buyout Pay

Department Number: 21121

Account Number: 60129

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$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.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: FICA/Medicare-ER Share Exp

Department Number: 21121

Account Number: 60201

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,895.19	\$3,076.00	\$3,004.88	\$3,187.00	\$3,187.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,234.89	\$3,518.69		\$331.69

**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.





## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: 457 Plan-Employer Share Exp

Department Number: 21121

Account Number: 60203

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	\$1,040.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,603.54	\$2,603.54		\$2,603.54

**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.



## Fiscal Year 2018 Budget Request

April 14, 2017

Department: City Hall Building Exp

Account Title: HPHC Ins Employer Share Exp

Department Number: 21121

Account Number: 60210

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$5,045.02	\$6,844.00	\$6,602.76	\$6,649.00	\$6,649.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$7,281.64	\$7,289.92		\$640.92

**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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## Fiscal Year 2018 Budget Request

April 14, 2017

Department: City Hall Building Exp

Account Title: S-T Disability ER Share Exp

Department Number: 21121

Account Number: 60212

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$79.51	\$109.00	\$93.21	\$111.00	\$111.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$111.00	\$111.00		\$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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## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Delta Dental ER Share

Department Number:            21121

Account Number:            60216

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
				\$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.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: RHSA Plan ER Share

Department Number: 21121

Account Number: 60217

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$0.00	\$780.00	\$780.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$780.00	\$780.00		\$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.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21121

Account Number: 60230

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$200.00	\$150.00	\$150.00	\$100.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$150.00	\$150.00		\$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.

Clothing expence for roving maintenance person.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Travel/Mileage Expense

Department Number: 21121

Account Number: 60252

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$276.10	\$500.00	\$985.65	\$350.00	\$380.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$350.00	\$350.00		\$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.

Mileage for maintenance person to do work at other building, deliver supplies, mail runs etc.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Service Contracts Expense

Department Number: 21121

Account Number: 60310

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$27,689.44	\$40,000.00	\$28,841.87	\$40,000.00	\$40,000.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$42,347.24	\$42,348.00		\$2,348.00

**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.



<i>Desc</i>	<i>Unit</i>	<i>Rate</i>	<i>Subtotal</i>
Thysenkrupp Elevator Contract	1	\$ 2,567.00	\$ 2,567.00
Domesticks cleaning contract	12	\$ 2,653.02	\$ 31,836.24
Floor refinishing and carpet cleaning	1	\$ 2,800.00	\$ 2,800.00
Modern Pest Services	12	\$ 109.50	\$ 1,314.00
Atalantic Pest Control bed bug dog	12	\$ 45.00	\$ 540.00
L.W.Bills panic alarm testing	4	\$ 450.00	\$ 1,800.00
Elevator licence	1	\$ 70.00	\$ 70.00
Fire alarm test	1	\$ 540.00	\$ 540.00
Sprinkler test	4	\$ 145.00	\$ 580.00
Fire extinguisher service	1	\$ 300.00	\$ 300.00
		<b>Total</b>	<b>\$ 42,347.24</b>

This increase reflects a 2.5% increase in the Domesticks contract.





# Fiscal Year 2018 Budget Request

April 14, 2017

Department: City Hall Building Exp

Account Title: Electricity Expense

Department Number: 21121

Account Number: 60400

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$27,295.62	\$29,500.00	\$26,791.56	\$29,500.00	\$29,500.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$29,500.00	\$29,500.00		\$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.

Electricity expences to stay the same even though cost of supply to go down. Cost of delivery to increase in 2018 budgey year.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Water Expense

Department Number: 21121

Account Number: 60401

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$1,288.36	\$1,896.00	\$1,088.67	\$1,750.00	\$1,050.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,100.00	\$2,100.00		\$350.00

**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.

Maine water has projected a 205 increase in water expences to upgrade their infracture.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Sewer User Fee Expense

Department Number: 21121

Account Number: 60404

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$1,325.20	\$1,800.00	\$1,402.85	\$1,500.00	\$1,770.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,500.00	\$1,500.00		\$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.

Sewer use fees are projected to stay the same for 2018 budget year.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Heating Fuel Expense

Department Number: 21121

Account Number: 60405

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$25,224.94	\$16,000.00	\$16,580.21	\$17,500.00	\$17,500.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$17,500.00	\$17,500.00		\$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.



The cost of natural gas will decrease in the coming budget but the cost of delivery will increase thus balancing out the cost.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Gasoline Expense

Department Number: 21121

Account Number: 60411

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$100.00	\$273.52	\$45.00	\$20.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$48.50	\$48.50		\$3.50

**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.

Cost of gasoline has risen for the coming fiscal year to \$1. 94 per gallon



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Building Repair/Maint Exp

Department Number: 21121

Account Number: 60450

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$46,059.63	\$33,000.00	\$39,526.36	\$37,500.00	\$37,500.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$29,700.00	\$25,000.00		(\$12,500.00)

**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.



Replace front awnings \$4000.00 Present awnings have tears and are falling apart.  
 Reglaze stain glass windows out side mayors office \$8,500.00.Glass in windows is about to fall out and leak in heave rain storms.  
 Replace rear door city hall to make ADA compliant with electronic opener. \$9,200.00  
 Plumbing repairs \$1,000.  
 Electrical repairs \$2,000.  
 paint and hardware \$2,500.  
 Carpeting suite 107 city hall \$2,500.00 Present carpet is past its life span.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Operating Equip Repair Exp

Department Number: 21121

Account Number: 60452

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$385.75	\$300.00	\$1,458.67	\$300.00	\$0.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$300.00	\$300.00		\$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.

Repairs to maintenance equipment.



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21121

Account Number: 60453

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$24.91	\$75.00	\$67.71	\$50.00	\$43.92

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$100.00	\$100.00		\$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.

Repair to snowblower and other grounds equipment. Number provided by Public Works.





# Fiscal Year 2018 Budget Request

April 14, 2017

Department: City Hall Building Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21121

Account Number: 60501

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$3,894.07	\$2,000.00	\$3,452.57	\$2,000.00	\$2,169.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,000.00	\$1,900.00		(\$100.00)

**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.

Ice melt \$300.00  
 Hand tools ,power drills, saw blades \$500.00  
 dome top trash cans for bath rooms \$600.00 To improve fire safety  
 Miscellaneous supplies. \$600.00



## Fiscal Year 2018 Budget Request

April 14, 2017

**Department:** City Hall Building Exp

Account Title: Cleaning Supplies Expense

Department Number: 21121

Account Number: 60509

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,258.10	\$1,500.00	\$3,147.19	\$2,500.00	\$2,000.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,500.00	\$2,500.00		\$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.



- Paper towel 30 cases at \$13.80 per case \$414.00
- Toilet paper 40 cases at \$16.50 per case \$660.00
- Plastic bags large 20 cases at \$15.10 per case \$ 302.00
- Plastic bags small 5 cases at \$15.30. per case \$76.50
- Floor finish 2 pails at \$65.00 each \$130.00
- Floor stripper at \$42.50 per pail \$85.00
- Mops , dry mops , microfiber rags \$125.00
- Disinfectant \$140.00
- Neutral Cleaner \$200.00
- Heavy duty cleaner \$140.00
- glass cleaner \$125.00
- Miscellaneous supplies \$102.50