

City of Biddeford, Maine

FY2017

Budget: City Hall Building Exp

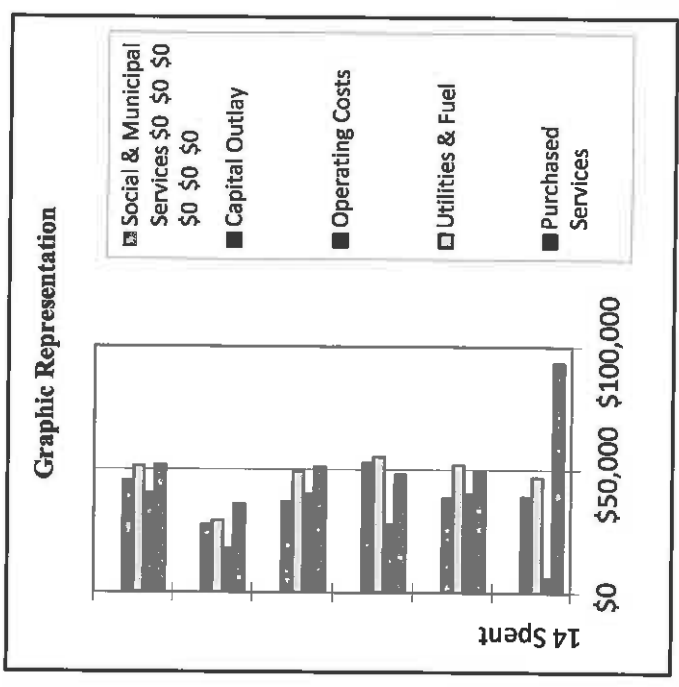
Account Number: 21121

	FY14	FY15	FY15	FY16	FY16	FY16	FY2017	
	Spent	Budget	Spent	Budget	Yr to Date Spent thru 3/14/2016	Dept Head	Manager's Rec	City Council Rec
Personal Services:	\$93,271	\$49,046	\$47,877	\$50,933	\$35,792	\$51,677	\$51,623	
Purchased Services	\$5,737	\$40,000	\$27,689	\$40,000	\$17,479	\$40,000	\$40,000	
Utilities & Fuel	\$46,894	\$51,996	\$55,134	\$49,296	\$29,184	\$51,295	\$50,295	
Operating Costs	\$38,955	\$38,375	\$52,622	\$36,875	\$27,391	\$45,450	\$42,350	
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTALS:	\$184,856	\$179,417	\$183,323	\$177,104	\$109,847	\$188,422	\$184,268	\$0



FRINGE BENEFIT IMPACT (Estimated):

FICA	\$3,187
Workers Comp	\$0
Health Insurance	\$6,649
Retirement	\$0
Unemployment	\$0
Other Insurance	\$891
# of Full Time Employees	0.00
Total Fringe Benefit Impact	\$10,727



	FY16 Budget	FY17 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$50,933	\$51,623	\$690	1.35%
Purchased Services	\$40,000	\$40,000	\$0	0.00%
Utilities & Fuel	\$49,296	\$50,295	\$999	2.03%
Operating Costs	\$36,875	\$42,350	\$5,475	14.85%
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
TOTALS:	\$177,104	\$184,268	\$7,164	4.05%

FY2017 Personnel Services

Account Number	Description	FY14	FY15	FY15	FY16	FY16	FY16	FY2017
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head	Mgr's Rec
60105	F-T Employee Wage	\$72,843	\$37,271	\$37,333	\$38,162	\$26,938	\$38,396	\$38,396
60111	Overtime Wage Exp	\$2,801	\$1,032	\$2,249	\$2,042	\$1,762	\$2,054	\$2,000
60129	Insurance Buyout	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0
60201	FICA/Medicare Employer Share	\$5,906	\$2,930	\$2,895	\$3,076	\$2,135	\$3,187	\$3,187
60203	457 Employer Share	\$1,774	\$0	\$0	\$0	\$0	\$0	\$0
60210	HPHC Ins Employer Share	\$6,887	\$7,031	\$5,045	\$6,844	\$4,595	\$6,649	\$6,649
60212	S-T Disability ER Share	\$185	\$82	\$80	\$109	\$61	\$111	\$111
60217	RHSA Plan ER Share	\$0	\$0	\$0	\$0	\$0	\$780	\$780
60230	Clothing/Uniform Ex	\$200	\$200	\$0	\$200	\$150	\$150	\$150
60252	Travel/Mileage	\$1,176	\$500	\$276	\$500	\$152	\$350	\$350
Totals		\$93,271	\$49,046	\$47,877	\$50,933	\$35,792	\$51,677	\$51,623

FY2017 Purchased Services

Revised 3/14/2016

Account Number	Description	FY14		FY15		FY16		FY17	
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head	Mgr's Rec	
60310	Service Contracts	\$5,737	\$40,000	\$27,689	\$40,000	\$17,479	\$40,000	\$40,000	
Totals		\$5,737	\$40,000	\$27,689	\$40,000	\$17,479	\$40,000	\$40,000	

FY2017 Utilities & Fuel

Revised 3/14/2016

Account Number	Description	FY14	FY15	FY15	FY16	FY16	FY16	FY2017
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head	Mgr's Rec
60400	Electricity	\$26,663	\$32,000	\$27,296	\$29,500	\$17,899	\$29,500	\$29,500
60401	Water	\$1,202	\$1,896	\$1,288	\$1,896	\$691	\$1,750	\$1,750
60404	Sewer User	\$1,127	\$2,000	\$1,325	\$1,800	\$936	\$1,500	\$1,500
60405	Heating Fuel	\$17,902	\$16,000	\$25,225	\$16,000	\$9,659	\$18,500	\$17,500
60411	Gasoline	\$0	\$100	\$0	\$100	\$0	\$45	\$45
Totals		\$46,894	\$51,996	\$55,134	\$49,296	\$29,184	\$51,295	\$50,295

FY2017 Other Operating Costs

Revised 3/14/2016

Account Number	Description	FY14	FY15	FY15	FY16	FY16	FY16	FY2017	
		Spent	Budget	Spent	Budget	Yr to Date Spent	Dept Head	Mgr's Rec	
60450	Building Repair/Maintenance	\$36,380	\$35,000	\$46,060	\$33,000	\$22,736	\$40,600	\$37,500	
60452	Operating Equip Repair	\$362	\$300	\$386	\$300	\$0	\$300	\$300	
60453	Vehicle Repair/Tires/Oil	\$23	\$75	\$25	\$75	\$68	\$50	\$50	
60501	Operating Supplies	\$1,287	\$1,500	\$3,894	\$2,000	\$1,636	\$2,000	\$2,000	
60509	Cleaning Supplies	\$902	\$1,500	\$2,258	\$1,500	\$2,951	\$2,500	\$2,500	
Totals		\$38,955	\$38,375	\$52,622	\$36,875	\$27,391	\$45,450	\$42,350	



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: F-T Employee Wage Exp

Department Number: 21121

Account Number: 60105

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$72,843.07	\$37,271.00	\$37,332.51	\$ 38,162.00	\$37,413.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$38,396.00	\$38,396.00		\$234.00

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.

Payroll cost for roving maintenance person.

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2017 BUDGET

DEPARTMENT:

CLASSIFICATION	RANGE	POSITION	TOTAL	YEAREND	CITY MANAGER	COUNCIL	NAME
				ANNUALIZED			
Roving Maintenance Person		1	37,413		38,396		Renald Larose

TOTAL BUDGETED POSITIONS	1	37413	0	38396	0
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Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Overtime Wage Expense

Department Number: 21121

Account Number: 60111

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$2,800.50	\$1,032.00	\$2,249.08	\$ 2,042.00	\$2,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,054.00	\$2,000.00		(\$42.00)

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 are needed for snow removal , event set up and help with elections.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Insurance Buyout Pay

Department Number: 21121

Account Number: 60129

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



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: FICA/Medicare-ER Share Exp

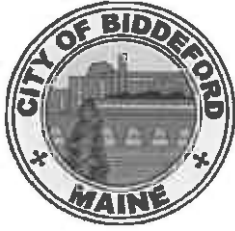
Department Number: 21121

Account Number: 60201

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$5,906.11	\$2,930.00	\$2,895.19	\$ 3,076.00	\$3,015.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,187.00	\$3,187.00		\$111.00

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 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: 457 Plan-Employer Share Exp

Department Number: 21121

Account Number: 60203

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,773.53	\$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.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: HPHC Ins Employer Share Exp

Department Number: 21121

Account Number: 60210

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$6,887.26	\$7,031.00	\$5,045.02	\$ 6,844.00	\$6,844.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$6,649.00	\$6,649.00		(\$195.00)

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 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: S-T Disability ER Share Exp

Department Number: 21121

Account Number: 60212

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$185.16	\$82.00	\$79.51	\$ 109.00	\$109.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$111.00	\$111.00		\$2.00

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 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Delta Dental ER Share Exp

Department Number: 21121

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.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: RHSA Plan ER Share Exp

Department Number: 21121

Account Number: 60217

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)
	\$780.00	\$780.00		\$780.00

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 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21121

Account Number: 60230

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$200.00	\$200.00	\$0.00	\$ 200.00	\$150.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$150.00	\$150.00		(\$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.

Cost reduction , we are not providing uniforms for Domesticks.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Travel/Mileage Expense

Department Number: 21121

Account Number: 60252

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,175.50	\$500.00	\$276.10	\$ 500.00	\$350.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$350.00	\$350.00		(\$150.00)

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.

Less useage of employee vehicle.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Service Contracts Expense

Department Number: 21121

Account Number: 60310

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$5,736.65	\$40,000.00	\$27,689.44	\$ 40,000.00	\$40,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$40,000.00	\$40,000.00		\$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.

- Thysenkrupp Elevator Contract \$2068.00
- Domesticks Cleaning Service \$30,212.00
- Flooor Refinishing and Carpet Cleaing \$2800.00
- Modern Pest Service \$1314.00
- Atlantic Pest Control Bed Bug Dog \$540.00
- L.W. Bills Panic Alarm Testing \$1800.00
- Elevator Licence \$70.00
- Fire Alarm Monitoring \$350.00
- Fire Alarm Test \$540.00
- Fire Extinguishers Service \$300.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Electricity Expense

Department Number: 21121

Account Number: 60400

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$26,663.31	\$32,000.00	\$27,295.62	\$ 29,500.00	\$29,500.00

FY-2017 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 rates are not increasing . Budget to remain the same as FY 2016.



**Fiscal Year 2017
Budget Request**

March 14, 2016

Department: City Hall Building Exp

Account Title: Water Expense

Department Number: 21121

Account Number: 60401

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,201.61	\$1,896.00	\$1,288.36	\$ 1,896.00	\$1,750.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,750.00	\$1,750.00		(\$146.00)

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.

Water usage has not met the budgeted amount for the past three years. There has been only a slight increase in the water rate. Reduction in this budget line of \$146.00.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Sewer User Fee Expense

Department Number: 21121

Account Number: 60404

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,126.90	\$2,000.00	\$1,325.20	\$ 1,800.00	\$1,500.00

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

Sewer fees have not met the budgeted amount for the past three years. Reduction in this line of \$300.00.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Heating Fuel Expense

Department Number: 21121

Account Number: 60405

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$17,902.06	\$16,000.00	\$25,224.94	\$ 16,000.00	\$16,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$18,500.00	\$17,500.00		\$1,500.00

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.

Natural gsa rates are expected to be constant. The 2015 budget number was cut to balance the budget and we experienced a colder than normal winter. I would like to budget closer to the FY 2014 actual of \$17,702.00 .Increase in this budget line of \$2500.00



**Fiscal Year 2017
Budget Request**

March 14, 2016

Department: City Hall Building Exp

Account Title: Gasoline Expense

Department Number: 21121

Account Number: 60411

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$0.00	\$100.00	\$0.00	\$ 100.00	\$50.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$45.00	\$45.00		(\$55.00)

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.

25 gallons @ \$1.80 per gallon .this fuel is used for the snow blower stationed at City Hall.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Building Repair/Maint Exp

Department Number: 21121

Account Number: 60450

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$36,380.20	\$35,000.00	\$46,059.63	\$ 33,000.00	\$33,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$40,600.00	\$37,500.00		\$4,500.00

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 fall apart
 Investigation of condition of tower dome . \$8500.00.
 Additional security cameras. One to be installed in council chambers, one out side planning.
 New panic alarm system 23 stations wire less to communicate directly to police dispatch \$8,300.00

Replace rear door city hall to make ADA compliant with electronic opener. \$9,200.00
 Access control for city hall doors (Key Card Access) this would allow lock down during active shooter event \$8,500.00.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Operating Equip Repair Exp

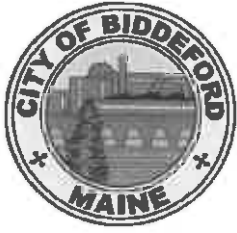
Department Number: 21121

Account Number: 60452

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$362.25	\$300.00	\$385.75	\$ 300.00	\$150.00

FY-2017 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.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21121

Account Number: 60453

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$23.22	\$75.00	\$24.91	\$ 75.00	\$50.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$50.00	\$50.00		(\$25.00)

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.

Used for repairs to snowblower . Traditionaly has run about \$50.00 per year.



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21121

Account Number: 60501

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$1,287.48	\$1,500.00	\$3,894.07	\$ 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.

- Ice melt \$300.00
- Hand tools, saw blades, snow shovels \$300.00
- Fire proof chemical cabinet \$580.00
- Walk off mats \$500.00
- miscellaneous \$270.00



Fiscal Year 2017 Budget Request

March 14, 2016

Department: City Hall Building Exp

Account Title: Cleaning Supplies Expense

Department Number: 21121

Account Number: 60509

FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget	FY 2016 Est. Expended
\$901.60	\$1,500.00	\$2,258.10	\$ 1,500.00	\$3,000.00

FY-2017 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,500.00	\$2,500.00		\$1,000.00

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.

Paper towel 30 cases @\$13.50 per case	\$405.00
Toilet paper 40 cases @ \$16.50 per case	\$660.00
Plastic bags 20 cases @\$14.00 per case	\$280.00
Plastic bags small 5 cases@15.50 per case	\$77.50
Floor finish 2 pails @65.00 each	\$130.00
Floor stripper 2 pails @\$39.50 each	\$78.00
Mops , dry mops microfiber rags	\$125.00
Disinfectant	\$145.00
Neutrial cleaner	\$200.00
Heavy duty cleaner	\$125.00
Glass cleaner	\$125.00
Miscellaneous	\$150.00