

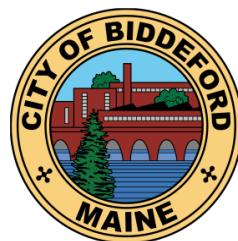
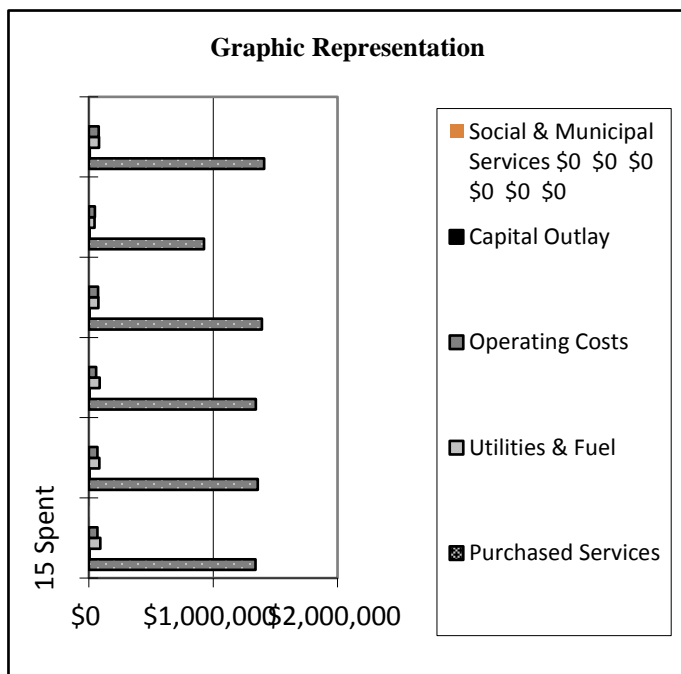
City of Biddeford, Maine

FY2018

Budget: PW Admin/Fleet Maint. Exp

Account Number: 21161

	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:	\$1,340,611	\$1,359,693	\$1,343,658	\$1,390,742	\$926,436	\$1,410,196	\$973,473	
Purchased Services	\$4,777	\$5,200	\$5,040	\$5,250	\$3,815	\$8,250	\$8,250	
Utilities & Fuel	\$91,447	\$85,002	\$86,608	\$77,746	\$45,033	\$81,456	\$79,928	
Operating Costs	\$68,922	\$69,275	\$57,678	\$73,600	\$49,551	\$79,475	\$76,225	
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTALS:	\$1,505,757	\$1,519,170	\$1,492,984	\$1,547,338	\$1,024,836	\$1,579,377	\$1,137,876	\$0



Total Fringe Benefit Impact

FRINGE BENEFIT IMPACT (Estimated):	
FICA	\$73,487
Workers Comp	\$33,336
Health Insurance	\$263,839
Retirement	\$88,738
Unemployment	\$961
Other Insurance	\$0
# of Full Time Employees	\$16
Total Fringe Benefit Impact	\$460,362

	FY17 Budget	FY18 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$1,390,742	\$973,473	-\$417,269	\$0
Purchased Services	\$5,250	\$8,250	\$3,000	\$1
Utilities & Fuel	\$77,746	\$79,928	\$2,182	\$0
Operating Costs	\$73,600	\$76,225	\$2,625	\$0
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
TOTALS:	\$1,547,338	\$1,137,876	-\$409,462	-26.5%

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
60101	Dept Manager Salary Exp	\$56,936	\$58,291	\$57,671	\$58,648	\$38,812	\$60,342	\$60,342
60102	Mid Mgmt Hrly Employee Wage	\$230,130	\$233,980	\$235,952	\$236,031	\$155,393	\$222,391	\$222,391
60105	F-T Employee Wage Exp	\$571,443	\$592,389	\$579,838	\$600,522	\$383,584	\$615,387	\$615,387
60111	Overtime Wage Expense	\$75,364	\$62,443	\$62,947	\$63,307	\$71,265	\$64,859	\$62,500
60129	Insurance Buyout Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60201	FICA/Medicare-ER Share Exp	\$65,721	\$73,095	\$65,711	\$74,152	\$45,404	\$75,486	\$0
60202	MPERS-Employer Share Exp	\$59,182	\$67,584	\$68,642	\$73,017	\$50,317	\$76,654	\$0
60203	457 Plan-Employer Share Exp	\$7,877	\$8,391	\$8,169	\$10,793	\$6,018	\$14,504	\$0
60210	HPHC Ins Employer Share Exp	\$40,729	\$36,169	\$33,123	\$32,904	\$21,845	\$32,290	\$0
60211	NNEBT Ins Employer Share Exp	\$221,381	\$212,504	\$218,188	\$224,513	\$145,374	\$231,235	\$0
60212	S-T Disability ER Share Exp	\$185	\$219	\$202	\$231	\$145	\$218	\$0
60213	L-T Disability ER Share Exp	\$703	\$929	\$862	\$1,058	\$656	\$1,002	\$0
60216	Delta Dental ER Share	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60217	RHSA Plan ER Share	\$0	\$0	\$315	\$2,340	\$1,566	\$2,340	\$0
60230	Clothing/Uniforms Expense	\$3,891	\$4,200	\$3,999	\$4,200	\$1,382	\$4,200	\$4,200
60251	Conferences/Training Expense	\$2,268	\$3,000	\$3,800	\$3,250	\$2,036	\$3,500	\$3,000
60252	Travel/Mileage Expense	\$4,204	\$5,274	\$3,703	\$4,886	\$2,088	\$4,886	\$4,800
60253	Food/Lodging Expense	\$0	\$650	\$0	\$350	\$0	\$350	\$300
60256	Dues/Memberships Expense	\$597	\$575	\$537	\$540	\$552	\$552	\$552
Totals		\$1,340,611	\$1,359,693	\$1,343,658	\$1,390,742	\$926,436	\$1,410,196	\$973,473

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	\$4,461	\$5,000	\$4,683	\$5,000	\$3,626	\$8,000	\$8,000
60325	Postage/Shipping Expense	\$316	\$200	\$357	\$250	\$189	\$250	\$250
Totals		\$4,777	\$5,200	\$5,040	\$5,250	\$3,815	\$8,250	\$8,250

FY2018 Utilities & 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	\$22,210	\$24,610	\$26,014	\$23,500	\$16,902	\$24,000	\$24,000
60401	Water Expense	\$2,140	\$2,760	\$2,073	\$2,200	\$1,300	\$2,640	\$2,640
60402	Phone/Celular/Paging Exp	\$9,625	\$10,892	\$8,162	\$10,462	\$5,290	\$9,788	\$9,788
60404	Sewer User Fee Expense	\$5,008	\$3,800	\$3,740	\$5,000	\$1,578	\$5,000	\$5,000
60405	Heating Fuel Expense	\$33,798	\$25,000	\$28,051	\$25,000	\$14,299	\$28,000	\$26,500
60411	Gasoline Expense	\$18,666	\$17,940	\$18,567	\$11,584	\$5,664	\$12,028	\$12,000
Totals		\$91,447	\$85,002	\$86,608	\$77,746	\$45,033	\$81,456	\$79,928

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	\$12,738	\$10,000	\$13,866	\$12,000	\$9,258	\$12,000	\$12,000
60452	Operating Equip Repair Exp	\$5,418	\$10,000	\$9,377	\$8,000	\$7,172	\$10,000	\$9,000
60453	Vehicle Repair/Tires/Oil Exp	\$10,299	\$9,000	\$11,203	\$9,000	\$6,937	\$9,200	\$9,000
60461	Repair/Maint-CommunsEquip	\$3,976	\$4,000	\$1,077	\$4,000	\$85	\$4,000	\$3,500
60500	Admin/Office Supp/Eqt Non-Cap	\$13,379	\$14,000	\$12,828	\$14,000	\$7,742	\$14,000	\$14,000
60501	Operating Supp/Eqt Non-Cap	\$9,698	\$8,000	\$6,884	\$8,000	\$4,685	\$9,600	\$8,750
60505	Construction Supplies	\$2,707	\$2,000	(\$13,026)	\$2,000	\$0	\$2,000	\$2,000
60506	Equipment/Small Tools-Non-cap	\$7,800	\$7,950	\$10,500	\$12,000	\$11,110	\$14,950	\$14,250
60509	Cleaning Supplies Expense	\$2,595	\$3,100	\$3,092	\$3,100	\$1,596	\$3,100	\$3,100
60797	Miscellaneous Expense	\$313	\$1,225	\$1,877	\$1,500	\$965	\$625	\$625
Totals		\$68,922	\$69,275	\$57,678	\$73,600	\$49,551	\$79,475	\$76,225



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Dept Manager Salary Exp

Department Number: 21161

Account Number: 60101

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$56,935.74	\$58,291.00	\$57,670.88	\$58,648.00	\$59,631.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$60,342.29	\$60,342.29		\$1,694.29

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 no increase included

See Payroll Worksheet for details

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2018 BUDGET

DEPARTMENT: 21161 PW Admin/Fleet Maint. Exp

CLASSIFICATION	RANGE	POSITION	YEAREND	REQUESTED	CITY MANAGER	COUNCIL	NAME	OBJECT	FTE
			ANNUALIZED						
Public Works Director		1	60,342.29	60,342.29	60,342.29		GUY CASAVANT	60101	0.58

TOTAL BUDGETED POSITIONS		1	60,342.29	60,342.29	60,342.29	0.00			0.58
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Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21161

Account Number: 60102

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$230,130.21	\$233,980.00	\$235,951.85	\$236,031.00	\$238,731.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$222,391.43	\$222,391.43		(\$13,639.57)

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 Street Working Supervisor salary with a 2% increase
- 1 Assistant Director of Maintenance salary with no increase included
- 1 Assistant Director of Operations salary with no increase included

See Payroll Worksheet for details

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2018 BUDGET

DEPARTMENT: 21161 PW Admin/Fleet Maint. Exp

CLASSIFICATION	RANGE	POSITION	YEAREND	REQUESTED	CITY MANAGER	COUNCIL	NAME	OBJECT	FTE
			ANNUALIZED TOTAL						
Street/Working Supervisor		1	65,165.03	65,165.03	65,165.03		KEITH LOVEJOY	60102	1
Assistant Public Works Director Maintenance		1	85,357.04	85,357.04	85,357.04		CARL MARCOTTE	60102	1
Assistant Public Works Director Operations		1	71,869.36	71,869.36	71,869.36		RAYMOND PARENT	60102	1
TOTAL BUDGETED POSITIONS			3	222,391.43	222,391.43	222,391.43	0.00		3



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: F-T Employee Wage Exp

Department Number: 21161

Account Number: 60105

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$571,443.47	\$592,389.00	\$579,838.07	\$600,522.00	\$589,084.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$615,387.00	\$615,387.00		\$14,865.00

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 position wage with a 2% increase
- 7 Mechanic positions wages with a 2% increase
- 1 Body & Fender position wage with a 2% increase
- 1 Parts Technician position wage with a 2% increase
- 1 Laborer/Utility position wage with a 2% increase
- 1 Admin. Asst. position wage with no increase included

See Payroll worksheet for details

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2018 BUDGET

DEPARTMENT: 21161 PW Admin/Fleet Maint. Exp

CLASSIFICATION	RANGE	POSITION	YEAREND		CITY MANAGER	COUNCIL	NAME	OBJECT	FTE
			ANNUALIZED	REQUESTED					
Public Works Mechanic 1		1	54,840.24	56,038.00	56,038.00		JAYSON BEAULIEU	60105	1
Public Works Head Mechanic		1	56,574.96	57,908.00	57,908.00		LARRY COLLOMY	60105	1
Admin. Asst. Clerical		1	43,505.28	43,673.00	43,673.00		KARA COTE	60105	1
Body and Fender		1	55,884.92	57,105.00	57,105.00		JERALD COURT	60105	1
Public Works Mechanic 1		1	49,764.52	50,961.00	50,961.00		RONALD COURT	60105	1
Laborer/Utility		1	36,171.20	37,041.00	37,041.00		PAUL CROSS	60105	1
Parts Tech.		1	47,065.20	48,670.00	48,670.00		GUY DEPREY	60105	1
Public Works Mechanic 1		1	51,724.40	53,419.00	53,419.00		MARK DUNHAM	60105	1
Public Works Mechanic 1		1	50,952.72	52,145.00	52,145.00		DAVID HARRIMAN	60105	1
Public Works Mechanic 1		1	50,401.52	51,592.00	51,592.00		ALAN JACKSON	60105	1
Public Works Mechanic 1		1	51,944.88	53,141.00	53,141.00		JEREMY MORAIS	60105	1
Public Works Mechanic 1		1	52,496.08	53,694.00	53,694.00		STEPHEN ROSCIA	60105	1
TOTAL BUDGETED POSITIONS		12	601,325.92	615,387.00	615,387.00	0.00			12



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Overtime Wage Expense

Department Number: 21161

Account Number: 60111

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$75,363.67	\$62,443.00	\$62,947.27	\$63,307.00	\$85,489.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$64,859.00	\$62,500.00		(\$807.00)

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 based upon historical data



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Insurance Buyout Pay

Department Number: 21161

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.

None anticipated



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: FICA/Medicare-ER Share Exp

Department Number: 21161

Account Number: 60201

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$65,720.70	\$73,095.00	\$65,710.80	\$74,152.00	\$69,765.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$75,485.52	\$73,487.48		(\$664.52)

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 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: MPERS-Employer Share Exp

Department Number: 21161

Account Number: 60202

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$59,181.71	\$67,584.00	\$68,641.69	\$73,017.00	\$77,356.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$76,653.67	\$74,234.00		\$1,217.00

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.

9.6% of applicable salary and wages



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: 457 Plan-Employer Share Exp

Department Number: 21161

Account Number: 60203

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$7,876.74	\$8,391.00	\$8,169.29	\$10,793.00	\$9,277.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$14,504.14	\$14,504.14		\$3,711.14

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% of applicable salary and wages



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: HPHC Ins Employer Share Exp

Department Number: 21161

Account Number: 60210

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$40,729.41	\$36,169.00	\$33,122.91	\$32,904.00	\$33,600.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$32,289.53	\$32,604.17		(\$299.83)

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 and Admin. Asst. with projected increase of 7%

Decrease in total due to reduction in staff in this budget category. Comptroller position removed.



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: NNEBT Ins Employer Share Exp

Department Number: 21161

Account Number: 60211

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$221,381.48	\$212,504.00	\$218,188.06	\$224,513.00	\$223,226.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$231,235.08	\$231,235.08		\$6,722.08

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 Asst. Directors, Street Working Supervisor, Head Mechanic, Mechanics, Body & Fender, Parts Tech., Laborer/Utility with projected increase of 6%



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: S-T Disability ER Share Exp

Department Number: 21161

Account Number: 60212

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$184.57	\$219.00	\$201.56	\$231.00	\$223.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$218.00	\$218.38		(\$12.62)

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.

S-T Disability Premium for Admin. Asst.

Life / AD&D Premium for Director, Asst. Directors, Admin. Asst.



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: L-T Disability ER Share Exp

Department Number: 21161

Account Number: 60213

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$703.09	\$929.00	\$861.56	\$1,058.00	\$1,008.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,002.00	\$1,015.07		(\$42.93)

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.

Premiums for Director, Asst. Directors, Street Working Supervisor



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Delta Dental ER Share

Department Number: 21161

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			\$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.

Not Applicable



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: RHSA Plan ER Share

Department Number: 21161

Account Number: 60217

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$315.00	\$2,340.00	\$2,340.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,340.00	\$2,340.00		\$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 contribution to the Retiree Health Savings Account for applicable employees.

3 positions @ \$780 each



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21161

Account Number: 60230

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$3,890.78	\$4,200.00	\$3,999.00	\$4,200.00	\$4,200.00

FY-2018 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 the following positions :

- Street Working Supervisor
- Head Mechanic
- 7 Mechanics
- Body & Fender
- Parts Tech.
- Laborer/Utility



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Conferences/Training Expense

Department Number: 21161

Account Number: 60251

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,268.00	\$3,000.00	\$3,800.00	\$3,250.00	\$3,250.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,500.00	\$3,000.00		(\$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 the following positions :

- Asst. Directors
- Street Working Supervisor
- Head Mechanic
- Mechanics
- Body & Fender
- Parts Tech.
- Admin. Asst.



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Travel/Mileage Expense

Department Number: 21161

Account Number: 60252

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$4,204.03	\$5,274.00	\$3,702.76	\$4,886.00	\$4,616.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,886.00	\$4,800.00		(\$86.00)

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.

Turnpike toll expenses for :

Trash trucks	\$6/round trip/truck	524 trips per yr.	\$3,144
Large Item truck	\$7/round trip/truck	156 trips per yr.	\$1,092
Parts pick up/misc.			\$650



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Food/Lodging Expense

Department Number: 21161

Account Number: 60253

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$650.00	\$0.00	\$350.00	\$150.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$350.00	\$300.00		(\$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.

Estimated cost related to off site training sessions



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Dues/Memberships Expense

Department Number: 21161

Account Number: 60256

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$597.00	\$575.00	\$537.00	\$540.00	\$552.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$552.00	\$552.00		\$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.

APWA (American Public Works Association) membership dues for following positions :

Director	\$184
Asst. Directors	\$368



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Service Contracts Expense

Department Number: 21161

Account Number: 60310

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$4,461.42	\$5,000.00	\$4,683.01	\$5,000.00	\$5,000.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$8,000.00	\$8,000.00		\$3,000.00

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.

Annual Service Contracts :

UST (underground storage tanks) Inspections :	\$750
Interstate Fuel Fire System :	\$325
Maine State Securities :	\$575
Heating and Air Cond. System :	\$2,800
Crane Inspections :	\$550
Time Clock (with Police Department) :	\$3,000

Increase due to addition of time clock upgrade and UST Inspections being moved into this line



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Postage/Shipping Expense

Department Number: 21161

Account Number: 60325

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$315.75	\$200.00	\$357.07	\$250.00	\$282.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$250.00	\$250.00		\$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 for shipping of parts



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Electricity Expense

Department Number: 21161

Account Number: 60400

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$22,210.27	\$24,610.00	\$26,014.27	\$23,500.00	\$23,227.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$24,000.00	\$24,000.00		\$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.

Projected cost for PW Facility with no increase in rates



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Water Expense

Department Number: 21161

Account Number: 60401

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,139.98	\$2,760.00	\$2,073.41	\$2,200.00	\$1,941.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$2,640.00	\$2,640.00		\$440.00

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 PW Facility with a 20% rate increase per Maine Water Co.



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Phone/Celular/Paging Exp

Department Number: 21161

Account Number: 60402

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$9,624.92	\$10,892.00	\$8,162.05	\$10,462.00	\$9,619.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$9,788.00	\$9,788.00		(\$674.00)

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 Units costs :

24 GPS units :	\$18.25/month/each	\$5,256
5 Cell Phones :	\$34/month/each	\$2,040
1 Smart Phone :	\$51/month	\$612
2 Land Lines :	\$37.5/month/each	\$900
1 Data Plan for Tablet :	\$40/month	\$480
Misc. :		\$500



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Sewer User Fee Expense

Department Number: 21161

Account Number: 60404

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$5,008.20	\$3,800.00	\$3,740.15	\$5,000.00	\$4,355.00

FY-2018 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.

Projected cost with no rate increase included



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Heating Fuel Expense

Department Number: 21161

Account Number: 60405

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$33,797.99	\$25,000.00	\$28,051.01	\$25,000.00	\$21,342.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$28,000.00	\$26,500.00		\$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.

Projected cost based upon historical data with no rate increase included



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Gasoline Expense

Department Number: 21161

Account Number: 60411

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$18,665.81	\$17,940.00	\$18,567.24	\$11,584.00	\$8,454.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$12,028.00	\$12,000.00		\$416.00

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 6,200 gallons @ \$1.94/gal.

FY 17 (6 months) : 2,756 gals.
 FY 16 : 6,191 gals.
 FY 15 : 5,810 gals.
 FY 14 : 6,315 gals.



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Building Repair/Maint Exp

Department Number: 21161

Account Number: 60450

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$12,738.49	\$10,000.00	\$13,865.74	\$12,000.00	\$12,000.00

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

PW Facility, Salt Sheds

Overhead Door Maint. :	\$6,000
Repairs/paint/electrical/lighting :	\$4,000
Misc. :	\$2,000



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Operating Equip Repair Exp

Department Number: 21161

Account Number: 60452

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$5,417.72	\$10,000.00	\$9,376.76	\$8,000.00	\$9,704.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$10,000.00	\$9,000.00		\$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.

PW Facility Equipment :

Mechanical lifts :	\$2,000
Vehicle jacks :	\$1,500
Oil dispensing/reclaiming syst. :	\$2,000
Compressors :	\$1,500
Fuel Island :	\$3,000



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21161

Account Number: 60453

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$10,299.02	\$9,000.00	\$11,202.73	\$9,000.00	\$8,354.00

FY-2018 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
2	\$1,800
3	\$2,000
7	\$2,100
9	\$1,500
42	\$1,050



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Repair/Maint-CommunsEquip

Department Number: 21161

Account Number: 60461

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$3,975.79	\$4,000.00	\$1,076.99	\$4,000.00	\$3,127.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,000.00	\$3,500.00		(\$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.

PW Share of the Communications Tower and Components :	\$3,000
PW Facility Radios & Units 1, 2, 3, 7, 9, 42 :	\$1,000



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

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

Department Number: 21161

Account Number: 60500

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$13,379.20	\$14,000.00	\$12,827.73	\$14,000.00	\$12,556.00

FY-2018 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 on-line service :	\$4,700
Laptop Updates :	\$854
Office Supplies :	\$3,000
Mitchell's Manuals :	\$4,046
Scan Tool Support :	\$1,400



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21161

Account Number: 60501

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$9,697.81	\$8,000.00	\$6,884.32	\$8,000.00	\$7,993.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$9,600.00	\$8,750.00		\$750.00

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
Safety Equip. :	\$2,350
Medical Supplies :	\$1,000
Safety Boots :	\$2,400
OSHA Silica Mandate :	\$1,600



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Construction Supplies

Department Number: 21161

Account Number: 60505

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,707.19	\$2,000.00	-\$13,025.72	\$2,000.00	\$1,500.00

FY-2018 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
Loam & Seed :	\$250
Stone :	\$500
Misc. :	\$500



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21161

Account Number: 60506

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$7,799.50	\$7,950.00	\$10,499.95	\$12,000.00	\$13,082.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$14,950.00	\$14,250.00		\$2,250.00

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.

Tool Allowances per contract :	\$4,950
Replace 9,000 lb. lift :	\$7,500
Misc. garage tools :	\$2,500



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Cleaning Supplies Expense

Department Number: 21161

Account Number: 60509

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,594.64	\$3,100.00	\$3,091.95	\$3,100.00	\$2,382.00

FY-2018 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 based upon historical data



Fiscal Year 2018 Budget Request

April 14, 2017

Department: PW Admin/Fleet Maint. Exp

Account Title: Miscellaneous Expense

Department Number: 21161

Account Number: 60797

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$313.00	\$1,225.00	\$1,877.24	\$1,500.00	\$1,040.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$625.00	\$625.00		(\$875.00)

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 (underground storage tanks) Registration :	\$200
CIRF Fees :	\$425

Decrease is due to moving UST inspections to Service Contracts Line