

**FACILITIES MAINTENANCE
10416101**

	ACTUAL	ADJUSTED	YEAR-END	CM RECOM.
	FY 08-09	BUDGET	ESTIMATE	BUDGET
		FY 09-10	FY 09-10	FY 10-11
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	144,947	136,836	144,897
4110003 OVERTIME	0	2,400	2,400	2,400
4110030 SICK LEAVE BUYOUT	0	600	101	100
4110100 ON CALL SALARIES	0	2,580	2,712	2,580
4130110 RETIREMENT	0	29,972	27,857	30,328
4130120 MEDICAL & DENTAL INSURANCE	0	26,308	24,027	27,590
4130130 WORKERS COMPENSATION	0	3,112	2,543	2,645
4130140 LONG-TERM DISABILITY	0	1,609	1,477	1,608
4130150 UNEMPLOYMENT	0	725	695	724
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	286	286	286
4240000 OFFICE SUPPLIES	0	180	180	180
4250000 EQUIPMENT SUPPLIES & MAINT.	0	3,210	3,210	3,210
4250010 UNIFORMS	0	1,123	1,123	1,420
4255000 FLEET LEASE	0	18,389	18,389	18,167
4260000 BUILDING & GROUNDS	0	42,804	125,000	112,804
4270000 UTILITIES	0	284,260	255,000	292,787
4280000 TELEPHONE	0	2,500	2,597	1,500
4310800 CONTRACT - HEATING/AC	0	13,952	14,350	17,907
4310820 CONTRACT - CUSTODIAL	0	93,918	101,503	101,503
4310850 CONTRACT - CARPET CLEANING	0	37,169	37,169	37,489
4480000 DEPARTMENT SUPPLIES	0	11,819	11,819	11,819
4621000 MISCELLANEOUS SERVICES	0	57,707	60,000	57,707
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FACILITIES MAINT.	0	779,570	829,274	869,651
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	212,253	198,648	212,872
OPERATING EXPENSES	0	567,317	630,626	656,779
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	779,570	829,274	869,651

PAYROLL BUDGETING SCHEDULE 5/3/2010

TITLE	CHG PCT	FULL TIME	PART TIME	SPECIAL APPT.	ON-CALL	OVER TIME	SICK LEAVE	VEHIC ALLOW	UNIF ALLOW	UNEMP.	LNG. TRM.	RETIRE	INSUR	WORK COMP	TOTAL PERSONNEL COST
		4110000	4110001	4110XXX	4110100	4110003	4110030	4130160	4130170	4130150	4130140	4130110	4130120	4130130	
FACILITIES MAINTENANCE															
10416101															
FACIL MAINT SUPERVISOR	83%	49,543								248	550	11,816	9,821	904	72,883
FACIL MAINT TECH I	75%	24,802								124	275	4,821	2,686	453	33,161
FACIL MAINT TECH III	78%	32,980								165	366	6,365	9,230	602	49,708
SR FACIL MAINT TECH	73%	37,573								188	417	7,251	5,853	686	51,968
@ON-CALL	100%				2,580							37			2,617
@OVERTIME	100%					2,400						35			2,435
@SICK LEAVE BUYOUT	100%						100					1			101
TOTAL		144,897	0	0	2,580	2,400	100	0	0	724	1,608	30,328	27,590	2,645	212,873

EXPENDITURE DETAIL FY 2010-2011

PUBLIC WORKS DEPARTMENT

Program

Program Number

Facilities Maintenance

10416101

Account Title/ Account Number	Amount	Description / Justification
Memberships 4215000	286	International Facilities Management Assoc. for Tony Cottle
Office Supplies 4240000	180	Paper, folders, pens, etc.
Equipment Supplies & Maint. 4250000	3,210	Miscellaneous small tool replacement and repair
Uniforms 4250010	1,420	\$400.00 per employee (5) split between maintenance (71%), sr. center (2%) & special projects (27%)
Fleet O & M Charge 4255000	18,167	Charge for operation and maintenance of vehicles
Building & Grounds 4260000	112,804	Electrical, HVAC, Plumbing, Appliances, Doors & Locks, & Miscellaneous repairs. \$70,000 added due to aging equipment suffering more breakdowns.
Utilities 4270000	292,787	Added 3% for inflation
Telephone 4280000	1,500	Telephone service for 4 employees split between split between maintenance and sr. center.
Contract - Heating/AC 4310800	17,907	Monthly servicing of HVAC equipment for all City buildings except the Senior Center. Trane inspects City Hall and Rocky Mountain Mechanical inspects other City buildings
Contract - Custodial 4310820	101,503	Was \$93,918 last year. Increase due to adding Public Works operations building to cleaning contract.

EXPENDITURE DETAIL FY 2010-2011

PUBLIC WORKS DEPARTMENT

Program

Program Number

Facilities Maintenance

10416101

Account Title/ Account Number	Amount	Description / Justification
Contract - Carpet Cleaning 4310850	37,489	Carpet cleaning for the year
Department Supplies 4480000	11,819	Janitorial and general supplies for City buildings except the Senior Center
Miscellaneous Services 46210000	57,707	Fire Sprinklers, Alarm system, Fire extinguishers, Pest control, window washing, elevator testing, Generator testing, UPS testing & panic button monitoring

**SENIOR CENTER
10416102**

	ACTUAL FY 08-09	ADJUSTED BUDGET FY 09-10	YEAR-END ESTIMATE FY 09-10	CM RECOM. BUDGET FY 10-11
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	46,796	28,385	9,748
4110003 OVERTIME	0	800	460	800
4110030 SICK LEAVE BUYOUT	0	200	45	100
4110100 ON CALL SALARIES	0	900	308	900
4130110 RETIREMENT	0	9,265	5,287	2,078
4130120 MEDICAL & DENTAL INSURANCE	0	6,944	3,910	1,882
4130130 WORKERS COMPENSATION	0	1,005	521	178
4130140 LONG-TERM DISABILITY	0	519	282	108
4130150 UNEMPLOYMENT	0	234	140	49
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	20	0	20
4250000 EQUIPMENT SUPPLIES & MAINT.	0	875	875	875
4250010 UNIFORMS	0	510	509	32
4255000 FLEET LEASE	0	8,209	8,209	9,084
4260000 BUILDING & GROUNDS	0	10,781	15,900	10,781
4270000 UTILITIES	0	42,740	42,740	44,022
4280000 TELEPHONE	0	0	400	1,500
4310800 CONTRACT - HEATING/AC	0	1,000	1,000	3,918
4310810 CONTRACT SERVICES	0	0	0	50,184
4310850 CONTRACT - CARPET CLEANING	0	4,130	4,130	4,130
4480000 DEPARTMENT SUPPLIES	0	10,136	7,500	2,000
4621000 MISCELLANEOUS SERVICES	0	2,505	2,540	2,540
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SENIOR CENTER	0	147,569	123,141	144,929
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	66,663	39,338	15,843
OPERATING EXPENSES	0	80,906	83,803	129,086
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	147,569	123,141	144,929

PAYROLL BUDGETING SCHEDULE 5/3/2010

TITLE	CHG PCT	FULL TIME	PART TIME	SPECIAL APPT.	ON-CALL	OVER TIME	SICK LEAVE	VEHIC ALLOW	UNIF ALLOW	UNEMP.	LNG. TRM.	RETIRE	INSUR	WORK COMP	TOTAL PERSONNEL COST
		4110000	4110001	4110XXX	4110100	4110003	4110030	4130160	4130170	4130150	4130140	4130110	4130120	4130130	
SENIOR CENTER															
10416102															
FACIL MAINT SUPERVISOR	5%	2,985								15	33	712	592	54	4,391
FACIL MAINT TECH I	5%	1,653								8	18	354	179	30	2,243
FACIL MAINT TECH III	6%	2,537								13	28	490	710	46	3,824
SR FACIL MAINT TECH	5%	2,573								13	29	497	401	47	3,559
@ON-CALL	100%			900								13			913
@OVERTIME	100%					800						12			812
@SICK LEAVE BUYOUT	100%						100					1			101
TOTAL		9,748	0	0	900	800	100	0	0	49	108	2,078	1,882	178	15,843

EXPENDITURE DETAIL FY 2010-2011

PUBLIC WORKS DEPARTMENT

Program

Program Number

Senior Center

10416102

Account Title/ Account Number	Amount	Description / Justification
Office Supplies 4240000	20	Paper, folders, pens, etc.
Equipment Supplies & Maint. 4250000	875	Miscellaneous small tool replacement and repair
Uniforms 4250010	32	\$400.00 per employee (4) split between maintenance (71%), sr. center (2%) & special projects (27%)
Fleet O & M Charge 4255000	9,084	Charge for operation and maintenance of vehicles
Building & Grounds 4260000	10,781	Electrical, HVAC, Plumbing, Appliances, Doors & Locks, & Miscellaneous repairs
Utilities 4270000	44,022	3% added for inflation
Telephone 4280000	1,500	Telephone & radio service for 6 employees split between maintenance and sr. center
Contract - Heating/AC 4310800	3,918	HVAC Maintenance
Contract Services 4310810	50,184	Per the agreement with Salt Lake County, they are providing the bus driver and custodial services at the Senior Center. The City is to reimburse the County for these expenses. \$34,492 custodian & \$14,092 bus driver, and \$1,600 for janitorial supplies.
Contract - Carpet Cleaning 4310850	4,130	Carpet cleaning for the year

EXPENDITURE DETAIL FY 2010-2011

PUBLIC WORKS DEPARTMENT

Program	Program Number
Senior Center	10416102

Account Title/ Account Number	Amount	Description / Justification
Department Supplies 4480000	2,000	Light bulbs & general supplies
Miscellaneous Services 46210000	2,540	Fire Sprinklers, Alarm system, Fire extinguishers, Pest control, window washing

**FACILITIES SPECIAL PROJ.
10416103**

	ACTUAL FY 08-09	ADJUSTED BUDGET FY 09-10	YEAR-END ESTIMATE FY 09-10	CM RECOM. BUDGET FY 10-11
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	52,913	52,905	31,865
4110003 OVERTIME	0	800	466	800
4110030 SICK LEAVE BUYOUT	0	200	0	100
4110100 ON CALL SALARIES	0	900	1,220	900
4130110 RETIREMENT	0	11,008	11,195	6,537
4130120 MEDICAL & DENTAL INSURANCE	0	9,584	9,429	5,793
4130130 WORKERS COMPENSATION	0	1,136	990	582
4130140 LONG-TERM DISABILITY	0	587	610	354
4130150 UNEMPLOYMENT	0	265	275	159
<u>OPERATING EXPENSES</u>				
4250010 UNIFORMS	0	367	365	432
4255000 FLEET LEASE	0	6,239	6,239	4,542
4280000 TELEPHONE	0	0	5,126	0
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FAC. SPECIAL PROJECTS	0	83,999	88,820	52,064
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	77,393	77,090	47,090
OPERATING EXPENSES	0	6,606	11,730	4,974
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	83,999	88,820	52,064

PAYROLL BUDGETING SCHEDULE 5/3/2010

TITLE	CHG PCT	FULL TIME	PART TIME	SPECIAL APPT.	ON-CALL	OVER TIME	SICK LEAVE	VEHIC ALLOW	UNIF ALLOW	UNEMP.	LNG. TRM.	RETIRE	INSUR	WORK COMP	TOTAL PERSONNEL COST
		4110000	4110001	4110XXX	4110100	4110003	4110030	4130160	4130170	4130150	4130140	4130110	4130120	4130130	
FACILITIES SPECIAL PROJ.															
10416103															
FACIL MAINT SUPERVISOR	12%	7,163								36	80	1,708	1,420	131	10,537
FACIL MAINT TECH I	20%	6,614								33	73	1,311	716	121	8,868
FACIL MAINT TECH III	16%	6,765								34	75	1,306	1,893	124	10,197
SR FACIL MAINT TECH	22%	11,323								57	126	2,185	1,764	207	15,662
@ON-CALL	100%			900								13			913
@OVERTIME	100%					800						12			812
@SICK LEAVE BUYOUT	100%						100					1			101
TOTAL		31,865	0	0	900	800	100	0	0	159	354	6,537	5,793	582	47,090

EXPENDITURE DETAIL FY 2010-2011

PUBLIC WORKS DEPARTMENT

Program

Program Number

Facilities Special Projects

10416103

Account Title/ Account Number	Amount	Description / Justification
Uniforms 4250010	432	\$400.00 per employee (4) split between maintenance (71%), sr. center (2%) & special projects (27%)
Fleet O & M Charge 4255000	4,542	Charge for operation and maintenance of vehicles