

**PUBLIC WORKS
DEPARTMENT**

**CITY OF EUSTIS, FLORIDA
ANNUAL BUDGET
DEPARTMENT SUMMARY**

**FUND: GENERAL
DEPARTMENT: PUBLIC WORKS
PROGRAM: SUMMARY**

| <u>Activities Included:</u> | <u>Amount</u> | <u>Employee FTE</u> |
|-------------------------------|---------------|-------------------------|
| Maintenance Garage | 132,354 | 2 |
| Building Maintenance | 182,039 | 3 |
| Cemetery | 125,416 | 2 |
| Park Maintenance | 370,540 | 5 |
| Subtotal | 810,349 | 12 |
| One Time Costs | (3,500) | |
| Increase In Recurring Revenue | - | |
| Net Recurring Budget Request | 806,849 | |

| <u>Budget Summary</u> | <u>Actual</u> | <u>Estimate</u> | <u>Budget</u> |
|---------------------------|-----------------|-----------------|-----------------|
| <u>Description:</u> | <u>FY 07-08</u> | <u>FY 08-09</u> | <u>FY 09-10</u> |
| Personal Services | 428,808 | 436,665 | 576,808 |
| Operating Expenses | 50,993 | 59,468 | 230,041 |
| Subtotal | 479,801 | 496,133 | 806,849 |
| Capital | - | 23,500 | 3,500 |
| Other | - | - | - |
| Total | 479,801 | 519,633 | 810,349 |
| Employees: | 8 | 7 | 12 |

Authorized Personnel

| <u>Position Title</u> | <u>FTE</u> |
|-------------------------|------------|
| Mechanic II | 1 |
| Mechanic III | 1 |
| Building CW II | 2 |
| Construction Supervisor | 1 |
| Sexton | 1 |
| Assistant Sexton | 1 |
| Maintenance Foreman | 1 |
| Maintenance Worker I | 1 |
| Maintenance Worker II | 3 |
| Total | 12 |

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

| | | |
|-----------------|-------------------|-------------------------------|
| <u>Function</u> | <u>Department</u> | <u>Program</u> |
| Public Works | Public Works | Maintenance Garage 490-549 |

| ACCT. <u>NO.</u> | <u>DESCRIPTION</u> | <u>Actual FY 06-07</u> | <u>Actual FY 07-08</u> | <u>Estimate FY 08-09</u> | <u>Budget FY 09-10</u> |
|---------------------|----------------------------|----------------------------|----------------------------|------------------------------|----------------------------|
| | <u>PERSONAL SERVICES</u> | | | | |
| 1012 | Regular Salaries & Wages | 93,172 | 113,484 | 74,754 | 76,896 |
| 1014 | Overtime | 6,457 | 8,209 | 2,500 | 3,134 |
| 1016 | Christmas Bonus | 520 | 725 | 520 | 0 |
| 1021 | F.I.C.A. Taxes | 7,024 | 8,698 | 5,531 | 6,122 |
| 1022 | Florida Retirement | 4,161 | 4,553 | 4,887 | 5,627 |
| 1023 | Life & Health Insurance | 19,216 | 22,494 | 15,600 | 15,600 |
| 1024 | ICMA Retirement | <u>3,506</u> | <u>4,681</u> | <u>1,947</u> | <u>2,255</u> |
| | subtotal | 134,056 | 162,844 | 105,739 | 109,634 |
| | <u>OPERATING EXPENSES</u> | | | | |
| 3034 | Other Contractual Services | 0 | 750 | 1,635 | 1,700 |
| 3041 | Communication Services | 2,281 | 2,102 | 2,230 | 1,620 |
| 3042 | Transportation | 0 | 0 | 20 | 20 |
| 3043 | Utility Services | 5,126 | 4,391 | 4,264 | 4,380 |
| 3046 | Repair & Maintenance | 1,181 | 1,208 | 1,500 | 1,550 |
| 3051 | Office Supplies | 42 | 86 | 100 | 100 |
| 3052 | Operating Supplies | 7,054 | 14,664 | 10,578 | 11,000 |
| 3054 | Books, Publ., Subscr. | 72 | 30 | 150 | 150 |
| 3055 | Employee Study Expense | <u>776</u> | <u>0</u> | <u>100</u> | <u>200</u> |
| | subtotal | 16,532 | 23,231 | 20,577 | 20,720 |
| | <u>CAPITAL OUTLAY</u> | | | | |
| 6062 | Buildings | 0 | 0 | 6,000 | 0 |
| 6064 | Machinery & Equipment | <u>0</u> | <u>0</u> | <u>14,000</u> | <u>2,000</u> |
| | subtotal | 0 | 0 | 20,000 | 2,000 |
| | TOTAL | <u>150,588</u> | <u>186,075</u> | <u>146,316</u> | <u>132,354</u> |

CAPITAL OUTLAY

| | |
|--------------------|-------|
| Diagnostic Scanner | 2,000 |
|--------------------|-------|

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

| | | |
|-----------------|-------------------|----------------------|
| <u>Function</u> | <u>Department</u> | <u>Program</u> |
| Public Works | Public Works | Building Maintenance |
| | | 491-516 |

| ACCT. | | Actual | Actual | Estimate | Budget |
|------------|----------------------------|-----------------|-----------------|-----------------|-----------------|
| <u>NO.</u> | <u>DESCRIPTION</u> | <u>FY 06-07</u> | <u>FY 07-08</u> | <u>FY 08-09</u> | <u>FY 09-10</u> |
| | <u>PERSONAL SERVICES</u> | | | | |
| 1012 | Regular Salaries & Wages | 107,939 | 113,258 | 114,689 | 117,508 |
| 1014 | Overtime | 8,414 | 8,599 | 3,400 | 4,200 |
| 1016 | Christmas Bonus | 780 | 780 | 780 | 0 |
| 1021 | F.I.C.A. Taxes | 8,638 | 8,595 | 8,423 | 9,311 |
| 1022 | Florida Retirement | 5,691 | 5,545 | 5,090 | 5,673 |
| 1023 | Life & Health Insurance | 22,320 | 22,500 | 23,400 | 23,400 |
| 1024 | ICMA Retirement | 3,925 | 3,998 | 3,985 | 4,309 |
| 1029 | Event Reimbursements | <u>0</u> | <u>0</u> | <u>0</u> | <u>-832</u> |
| | subtotal | 157,707 | 163,275 | 159,767 | 163,569 |
| | <u>OPERATING EXPENSES</u> | | | | |
| 3034 | Other Contractual Services | 0 | 0 | 400 | 400 |
| 3041 | Communication Services | 1,965 | 1,403 | 1,440 | 1,620 |
| 3043 | Utility Services | 2,763 | 2,143 | 2,075 | 2,400 |
| 3046 | Repair & Maintenance | 993 | 970 | 1,500 | 1,500 |
| 3049 | Other Current Charges | 351 | 22 | 250 | 0 |
| 3051 | Office Supplies | 0 | 84 | 50 | 50 |
| 3052 | Operating Supplies | 3,962 | 7,568 | 12,180 | 12,200 |
| 3054 | Books, Publ., Subscr. | 0 | 25 | 100 | 0 |
| 3055 | Employee Study Expense | <u>0</u> | <u>0</u> | <u>150</u> | <u>300</u> |
| | subtotal | 10,034 | 12,215 | 18,145 | 18,470 |
| | <u>CAPITAL OUTLAY</u> | | | | |
| 6062 | Buildings | 0 | 0 | 1,500 | 0 |
| 6064 | Machinery & Equipment | <u>0</u> | <u>0</u> | <u>2,000</u> | <u>0</u> |
| | subtotal | 0 | 0 | 3,500 | 0 |
| | TOTAL | <u>167,741</u> | <u>175,490</u> | <u>181,412</u> | <u>182,039</u> |

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

| | | |
|-----------------|-------------------|---------------------|
| <u>Function</u> | <u>Department</u> | <u>Program</u> |
| Public Works | Public Works | Cemetery 492-516 |

| ACCT. NO. | <u>DESCRIPTION</u> | <u>Actual FY 06-07</u> | <u>Actual FY 07-08</u> | <u>Estimate FY 08-09</u> | <u>Budget FY 09-10</u> |
|--------------|---------------------------|----------------------------|----------------------------|------------------------------|----------------------------|
| | <u>PERSONAL SERVICES</u> | | | | |
| 1012 | Regular Salaries & Wages | 65,951 | 71,382 | 73,747 | 75,274 |
| 1014 | Overtime | 5,814 | 4,092 | 3,400 | 3,500 |
| 1016 | Christmas Bonus | 520 | 520 | 520 | 0 |
| 1021 | F.I.C.A. Taxes | 4,947 | 5,358 | 4,539 | 6,026 |
| 1022 | Florida Retirement | 4,711 | 4,714 | 4,780 | 4,885 |
| 1023 | Life & Health Insurance | 14,880 | 15,000 | 15,600 | 15,600 |
| 1024 | ICMA Retirement | <u>1,517</u> | <u>1,623</u> | <u>1,717</u> | <u>1,751</u> |
| | subtotal | 98,340 | 102,689 | 104,303 | 107,036 |
| | <u>OPERATING EXPENSES</u> | | | | |
| 3041 | Communication Services | 735 | 1,183 | 1,775 | 1,980 |
| 3043 | Utility Services | 5,632 | 6,908 | 5,587 | 5,700 |
| 3046 | Repair & Maintenance | 1,569 | 1,901 | 1,500 | 1,500 |
| 3049 | Other Current Charges | 0 | 475 | 400 | 0 |
| 3051 | Office Supplies | 0 | 41 | 50 | 50 |
| 3052 | Operating Supplies | 4,755 | 5,039 | 8,574 | 8,800 |
| 3053 | Road Materials | 0 | 0 | 250 | 0 |
| 3054 | Books, Pub. & Subscript. | 0 | 0 | 0 | 0 |
| 3055 | Employee Study Expense | 0 | 0 | 100 | 200 |
| 3058 | Niche Engraving | <u>-140</u> | <u>0</u> | <u>150</u> | <u>150</u> |
| | subtotal | 12,551 | 15,547 | 18,386 | 18,380 |
| | <u>CAPITAL OUTLAY</u> | | | | |
| 6064 | Machinery & Equipment | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| | subtotal | 0 | 0 | 0 | 0 |
| | TOTAL | <u>110,891</u> | <u>118,236</u> | <u>122,689</u> | <u>125,416</u> |

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

| | | |
|-----------------|-------------------|------------------|
| <u>Function</u> | <u>Department</u> | <u>Program</u> |
| Public Works | Public Works | Park Maintenance |
| | | 493-572 |

| ACCT. NO. | DESCRIPTION | Actual FY 06-07 | Actual FY 07-08 | Estimate FY 08-09 | Budget FY 09-10 |
|--------------|----------------------------|--------------------|--------------------|----------------------|--------------------|
| | <u>PERSONAL SERVICES</u> | | | | |
| 1012 | Regular Salaries & Wages | 0 | 0 | 46,188 | 133,442 |
| 1013 | Other Salaries & Wages | 0 | 0 | 0 | 0 |
| 1014 | Overtime | 0 | 0 | 1,200 | 5,185 |
| 1016 | Christmas Bonus | 0 | 0 | 0 | 0 |
| 1021 | F.I.C.A. Taxes | 0 | 0 | 3,625 | 10,605 |
| 1022 | Florida Retirement | 0 | 0 | 0 | 0 |
| 1023 | Life & Health Insurance | 0 | 0 | 13,000 | 39,000 |
| 1024 | ICMA Retirement | <u>0</u> | <u>0</u> | <u>2,843</u> | <u>8,337</u> |
| | subtotal | 0 | 0 | 66,856 | 196,569 |
| | <u>OPERATING EXPENSES</u> | | | | |
| 3034 | Other Contractual Services | 0 | 0 | 0 | 3,600 |
| 3040 | Travel & Per Diem | 0 | 0 | 0 | 400 |
| 3041 | Communication Services | 0 | 0 | 560 | 2,700 |
| 3043 | Utility Services | 0 | 0 | 0 | 44,100 |
| 3046 | Repair & Maintenance | 0 | 0 | 400 | 78,500 |
| 3049 | Other Current Charges | 0 | 0 | 0 | 0 |
| 3051 | Office Supplies | 0 | 0 | 0 | 100 |
| 3052 | Operating Supplies | 0 | 0 | 1,400 | 46,171 |
| 3053 | Road Materials | 0 | 0 | 0 | 0 |
| 3055 | Employee Study Expense | 0 | 0 | 0 | 500 |
| 3058 | Niche Engraving | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| | subtotal | 0 | 0 | 2,360 | 172,471 |
| | <u>CAPITAL OUTLAY</u> | | | | |
| 6064 | Machinery & Equipment | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,500</u> |
| | subtotal | 0 | 0 | 0 | 1,500 |
| | TOTAL | <u>0</u> | <u>0</u> | <u>69,216</u> | <u>370,540</u> |

CAPITAL OUTLAY

| | |
|------------------------|-------|
| Small Engine Equipment | 1,500 |
|------------------------|-------|

Transferred from Parks and Recreation in FY 08-09.