



CUSTODIAL / MAINTENANCE

TOWN BUILDINGS

RECOMMENDED BUDGET

2003-2004

January 2003

Budget Summary (Form A)

Budget Summary	Detail on Form	Actual Expenditures FY - 2001	Actual Expenditures FY - 2002	Annual Adopted Budget (Revised) FY - 2003	Recommended Budget FY - 2004
		\$	\$	\$	\$
Salaries and Wages	B	<u>112,644</u>	<u>122,121</u>	<u>124,984</u>	<u>130,867</u>
Expenses:					
Heating of buildings	C	90,224	67,780	90,000	90,000
Utilities	C	147,900	142,431	148,000	155,400
Maintenance of buildings	C	129,718	147,190	130,000	156,500
Custodial services	C	<u>14,884</u>	<u>16,322</u>	<u>18,200</u>	<u>21,200</u>
Total Expenses		<u>382,726</u>	<u>373,723</u>	<u>386,200</u>	<u>423,100</u>
		\$	\$	\$	\$
Totals		<u>495,370</u>	<u>495,844</u>	<u>511,184</u>	<u>553,967</u>

Expenses (Form C)

	Code #	Actual Expenditures FY - 2001	Actual Expenditures FY - 2002	Annual Adopted Budget (Revised) FY - 2003	Recommended Budget FY - 2004
<u>Heating of Buildings</u>					
Natural gas	5213-000	\$ 90,224	\$ 67,780	\$ 90,000	\$ 90,000
Totals		\$ 90,224	\$ 67,780	\$ 90,000	\$ 90,000
<u>Utilities</u>					
Water supply / sewer disposal	5231-000	\$ 9,413	\$ 9,461	\$ 10,000	\$ 10,500
Electricity	5211-000	\$ 138,487	\$ 132,970	\$ 138,000	\$ 144,900
Totals		\$ 147,900	\$ 142,431	\$ 148,000	\$ 155,400
<u>Maintenance of Buildings</u>					
Maintenance of buildings	5245-000	\$ 129,718	\$ 147,190	\$ 130,000	\$ 156,500
Totals		\$ 129,718	\$ 147,190	\$ 130,000	\$ 156,500
<u>Custodial Services</u>					
Custodial supplies	5450-000	\$ 14,744	\$ 15,077	\$ 17,000	\$ 20,000
Clothing allowance	5477-000	\$ 140	\$ 1,245	\$ 1,200	\$ 1,200
Totals		\$ 14,884	\$ 16,322	\$ 18,200	\$ 21,200

Revised 31-Dec-02

CUSTODIAL / MAINTENANCE

Budget Summary (Form A)

<u>Budget Summary</u>	<u>Detail on Form</u>	<u>Actual Expenditures FY - 2001</u>	<u>Actual Expenditures FY - 2002</u>	<u>Annual Adopted Budget (Revised) FY - 2003</u>	<u>Recommended Budget FY - 2004</u>
		\$	\$	\$	\$
Salaries and Wages	B	<u>1,059,978</u>	<u>1,061,255</u>	<u>1,043,665</u>	<u>1,088,525</u>
Expenses:					
Heating of buildings	C	425,352	313,666	430,000	443,000
Utilities	C	516,136	489,473	520,000	546,000
Maintenance of buildings	C	604,978	567,238	417,000	523,750
Custodial services	C	<u>56,017</u>	<u>79,766</u>	<u>76,144</u>	<u>84,144</u>
Total Expenses		<u>1,602,483</u>	<u>1,450,143</u>	<u>1,443,144</u>	<u>1,596,894</u>
		\$	\$	\$	\$
Totals		<u><u>2,662,461</u></u>	<u><u>2,511,398</u></u>	<u><u>2,486,809</u></u>	<u><u>2,685,419</u></u>

Revised

31-Dec-02

Salaries and Wages (Form B)

Classification	#	Actual Expenditures	#	Actual Expenditures	#	Annual Adopted Budget (Revised)	#	Recommended Budget
		FY - 2001		FY - 2002		FY - 2003		FY - 2004
		\$		\$		\$		\$
Directors	2.0	97,124	2.0	109,161	2.0	113,975	2.0	118,425
Custodians	26.7	807,256	26.7	858,957	24.7	801,052	24.7	841,966
Custodians (substitutes)		23,556		4,022		35,000		35,000
Clerical		47,318	1.9	50,186	1.9	52,738	1.9	55,934
Overtime		123,622		96,679		120,000		120,000
Longevity		7,813		7,750		7,400		7,200
Sick leave buyback		3,444				3,500		
Budget offset (revenue - use property)		(50,155)		(40,000)		(50,000)		(60,000)
Budget offset (revenue - lunch program)				(25,500)		(40,000)		(30,000)
Totals	28.7	\$ 1,059,978	30.6	\$ 1,061,255	28.6	\$ 1,043,665	28.6	\$ 1,088,525

Expenses (Form C)

	Code #	Actual Expenditures FY - 2001	Actual Expenditures FY - 2002	Annual Adopted Budget (Revised) FY - 2003	Recommended Budget FY - 2004
<u>Heating of Buildings</u>					
Heating oil	5212-000	\$ 242,559	\$ 175,166	\$ 240,000	\$ 253,000
Natural gas	5213-000	\$ 182,793	\$ 138,500	\$ 190,000	\$ 190,000
Totals		\$ 425,352	\$ 313,666	\$ 430,000	\$ 443,000
<u>Utilities</u>					
Water supply / sewer disposal	5231-000	\$ 65,154	\$ 66,969	\$ 70,000	\$ 73,500
Electricity	5211-000	\$ 450,982	\$ 422,504	\$ 450,000	\$ 472,500
Totals		\$ 516,136	\$ 489,473	\$ 520,000	\$ 546,000
<u>Maintenance of Buildings</u>					
Maintenance of buildings	5245-000	\$ 435,978	\$ 567,238	\$ 417,000	\$ 523,750
Building improvements		\$ 169,000			
Totals		\$ 604,978	\$ 567,238	\$ 417,000	\$ 523,750
<u>Custodial Services</u>					
Custodial supplies	5450-000	\$ 42,673	\$ 69,485	\$ 62,000	\$ 70,000
Clothing allowance	5477-000	\$ 8,625	\$ 5,958	\$ 8,625	\$ 8,625
Fuel	5411-000	\$ 4,719	\$ 4,323	\$ 4,719	\$ 4,719
In state travel	5710-000			\$ 400	\$ 400
Travel reimbursement	5713-000			\$ 400	\$ 400
Totals		\$ 56,017	\$ 79,766	\$ 76,144	\$ 84,144

Revised 31-Dec-02

**READING PUBLIC SCHOOLS
ANTICIPATED COSTS FOR FY04 BUDGET
DRAFT**

	Amount Needed (approximate)
Salaries This includes columns, steps, stipends and percentage for increase.	\$1,300,000
Special Education This includes tuition and transportation costs for four out of district students.	\$600,000
Custodial Maintenance This includes an anticipated increase in maintenance of buildings, supplies and utilities.	\$170,000
Total	\$2,070,000

1/02/03