

**GENERAL MAINTENANCE
FY07 APPROVED BUDGET
2/3/2007**

INCOME

Snow Removal - LOW Church		1,400
Transfer from Replacement		12,281
Cost Center Transfers		205,045
LOWA - Building-Maintenance	144,368	
LOWA - Equipment-Maintenance	10,833	
LOWA - Custodial-Maintenance	49,844	
Total Income		218,726

EXPENSES

Payroll

Salaries		346,967
General Maintenance/Headquarters		
Maintenance Superintendent	S-4	
Erosion & Sediment Inspector	H-8	
Purchasing/Budget Coordinator	H-5	
Equipment Maintenance		
Foreman	S-1	
Mechanic	H-7	
Building Maintenance		
Foreman	S-2	
Lead, Maintenance Technician	H-6	
Maintenance Technician I	H-6	
Maintenance Technician II	H-6	
Custodian	H-5	
Custodian	H-5	
Total Man-hours: 22,378		
Payroll Taxes		28,549
Employee Benefits		65,202
Medical	56,157	
Life, LTD	2,105	
401K	6,940	
Subtotal Payroll		440,718

Administration

Acct 5310: Travel & Training		2,550
Erosion & Sediment Certification		
Pesticide Training		
HVAC Re-certification		
Troubleshooting Electrical		

Mid Atlantic Horticulture Trade Show		
Acct 6110: Insurance		47,210
Acct 6210: Postage		100
Acct 6220: Recruiting		1,000
Acct 6230: Dues & Subscriptions		170
Acct 6250: Office Supplies		3,000
Paper and ink cartridges for printers and copier, tablets, pens, pencils, tape, paper clips, binders, folders, and purchase orders.		
Acct 6260: Expendable Furnishings		12,281
Funds from replacement reserve.	12,281	
Subtotal Administration		66,311

Utilities

Acct 6010: Electricity		15,015
Acct 6020: Water/Sewer		2,920
Acct 6030: Heating Fuel		4,532
Acct 6040: Telephone		5,665
Subtotal Utilities		28,132

Operating Expenses

Acct 7340: Safety Equipment		1,100
Hard hats, traffic vest, chaps, gloves, first aid, safety glasses, safety videos, etc.		
Acct 7450: Uniforms		12,500
Employee uniforms and door mats.		
Acct 7480: Supplies		16,414
Administrative	318	
A & W (Community Center)	2000	
Security	637	
CCS	1910	
Stables	377	
Campgrounds	464	
Lakes	113	
Pool/Exercise Room	2100	
Tennis	637	
ProShop	849	
Snack Bar	113	
Golf Course	530	
Maintenance	5305	
OSHA/First Aid	1061	

Acct 7490: Materials	25,000
Lumber, cement block, plumbing, electrical, other misc. materials and supplies for stock to perform preventive/corrective maintenance.	
Acct 7510: Equipment Rental	2,230
Telescopic man life (community center)	
Acct 7810: Gas/Oil/Diesel/Lubricants	53,820
Acct 7520: Small Tools	3,819
Subtotal Operating Expenses	114,883

Taxes and Licenses

Acct 6410: Personal Property Tax	10,634
Acct 7460: Licenses & Permits	4,774
Licenses & permits for trucks, equipment & personnel	
Subtotal Taxes and Licenses	15,408

Contractual Services

Acct 7470: Contractual Services	24,416
Arcet - equipment maint	530
Simplex Grinnell	6,786
Fire extinguisher inspection	
CH fire sprinkler system	
CH kitchen suppression system	
CH alarm monitoring	
ProShop suppression system	
ProShop alarm monitoring	
Weight room alarm monitoring	
Community center alarm monitoring	
Waste management	
Large Item Pickup	10,609
Garnett Refrigeration	2,228
CH - HVAC PM service	
Safety Kleen Systems	637
Chemicals	
Termite Treatments (Quarterly)	1,715
Admin, ECC, Stables, Marina, Sweetbriar pool, main pool, ferris house, golf baths & greensprings park.	
US Filter	266
Recycle oil filters	

Hello, Inc.	849
Maintenance pagers	
Diamond Springs	796

Subtotal Contractual Services **24,416**

Other Expenses

Acct 6990: Miscellaneous		0
New employee security checks, CDL driver's physicals, maps for admin.		
Acct 7310: Repair/Maintenance Vehicles & Equipment		11,140
Miscellaneous parts for repair/maintenance of vehicles, equipment and attachments.		
Acct 7320: Repair/Maintenance Furniture & Equipment		206
Maintain and repair office furniture & equipment.		
Acct 7330: Repair/Maintenance Building & Grounds		40,702
G&A	1,060	
Security	1,060	
CCS	3,925	
Stables	1,804	
Campgrounds	2,266	
Lakes & Beaches	7,240	
Pools (Exercise Room)	4,668	
Tennis	1,061	
A&W (Comm Ctr)	1,545	
ProShop	955	
Clubhouse	5,835	
Snackbar	424	
Maintenance	8,116	
Golf maintenance	743	
Automated Gate Damages		10,000
Replacement of gate arms, pads and mechanical parts.		

Subtotal Other Expenses **62,048**

Contribution to Replacement **52,300**

Total Expenses **804,216**

Net Surplus (Deficit) **(585,490)**