

Shops Facilities Maintenance

(Administrative Services Department)

Highlights and Division Program Budget Detail

Shops Facilities Program

The FY 2007-08 budget contains maintenance and repair programs which have been conducted historically. All maintenance and repair activities will be conducted at the same level as previous years.

Program Goal. The program goal is to centralize costs and maintenance projects and to apportion support to collectively maintain and repair the outside areas of the City of Salem shops complex (located between 20th and 22nd Streets SE).

Program Objectives

- Equitably distribute repair and maintenance costs to all benefiting parties located at the shops complex.

- Maintain the limited amount of turf and landscaping; repair asphalt potholes; resurface a few minor asphalt areas, which have totally disintegrated; re-stripe pavement marking lines; sweep asphalt to remove debris fallen from construction vehicles; maintain exterior lights (including funding for electricity); repaint signs and repair fencing as necessary; collect on-site garbage and operational debris (including payment to a private, franchised solid waste hauler); and conduct recycling of materials as required and/or cost effective.

**CITY SERVICES FUND RESOURCES
SHOPS FACILITIES MAINTENANCE
(355-20-35)
FY 2007-08**

Acct.

No. Description

35213 INTRA CITY BUDGETED TRANSFERS

Funds received from participating/benefiting funds:

General Fund:

Parks Operations (101-28504010) \$ 14,200

Facilities Maintenance (101-20400000) 10,900

Public Works Fund (155-58304510) 14,850

Water and Sewer Fund (310-58503000 and 58502000) 24,960

City Services Fund:

Fleet Services (355-20306000) 18,350

Printing and Reprographics (355-59200000) 1,260

Communications (355-35450000) 2,500 \$ 87,020

CITY OF SALEM RESOURCES
2007 TO 2008
FUND NO. 355
CITY SERVICES

Department: Administrative Services
Cost Center: Shops Facilities Maintenance
Cost Center No: 20-35-00-00

Acct Code	Account Name	2nd Yr		1 st Yr		Budget			
		Budget 04-05	Actual 04-05	Budget 05-06	Actual 05-06	Budget 06-07	Dept Rec 07-08	Difference from 06-07	Adopted 07-08
35213	INTRA CITY - BUDGETED TRANSFERS	\$ 75,030	\$ 75,030	\$ 78,770	\$ 78,770	\$ 84,470	\$ 87,020	\$ 2,550	\$ 87,020
	Total Internal	\$ 75,030	\$ 75,030	\$ 78,770	\$ 78,770	\$ 84,470	\$ 87,020	\$ 2,550	\$ 87,020
39910	BEGINNING WORKING CAPITAL	\$ 63,360	\$ 47,406	\$ 76,160	\$ 26,607	\$ 25,180	\$ 67,430	\$ 42,250	\$ 67,430
	Total Beginning Balance	\$ 63,360	\$ 47,406	\$ 76,160	\$ 26,607	\$ 25,180	\$ 67,430	\$ 42,250	\$ 67,430
	Total Resources	\$ 138,390	\$ 122,436	\$ 154,930	\$ 105,377	\$ 109,650	\$ 154,450	\$ 44,800	\$ 154,450

**CITY SERVICES
SHOPS FACILITIES MAINTENANCE
(355-20-35)
FY 2007-08**

Acct No.	Description	Dept Rec	Adopted
53815	INTRA CITY - INTERDEPARTMENTAL REIMBURSEMENTS		
	Facilities support of shops common areas	\$ 4,900	\$ 4,900
	Parks landscaping of shops common areas	28,100	28,100
	Public Works support to minor paving and striping of shops common areas	28,750	28,750
		<u>\$ 61,750</u>	<u>\$ 61,750</u>

**CITY OF SALEM BUDGET
2007 TO 2008
FUND NO. 355
CITY SERVICES**

Department: Administrative Services
Cost Center: Shops Facilities Maintenance
Cost Center No: 20-35-00-00

Acct Code	Account Name	2nd Yr		1 st Yr		Budget			Adopted 07-08
		Budget 04-05	Actual 04-05	Budget 05-06	Actual 05-06	Budget 06-07	Dept Rec 07-08	Difference from 06-07	
52130	SUPPLIES	\$ -	\$ -	\$ 100	\$ 96	\$ 100	\$ 100	\$ -	\$ 100
52405	TELEPHONE - OFFICE	-	-	200	-	-	-	-	-
52670	OTHER PROFESSIONAL SERVICES	-	1,026	-	-	-	-	-	-
53380	OTHER MAINTENANCE & REPAIRS	-	68	-	-	1,000	1,000	-	1,000
53620	ELECTRIC	17,510	9,876	18,040	10,593	12,000	12,000	-	12,000
53650	REFUSE DISPOSAL	17,220	18,758	18,080	17,663	20,000	20,000	-	20,000
53812	INTRA CITY - DIRECT CHARGE	-	848	-	-	-	-	-	-
53815	INTRA CITY - INTERDEPT. REIMBURS.	49,780	53,848	52,630	24,303	54,310	61,750	7,440	61,750
53840	MOTOR POOL RENTAL	-	55	-	-	100	100	-	100
53900	COST ALLOCATION PLAN	11,350	11,350	5,810	5,810	3,920	790	(3,130)	790
	Total Materials & Services	\$ 95,860	\$ 95,829	\$ 94,860	\$ 58,465	\$ 91,430	\$ 95,740	\$ 4,310	\$ 95,740
	Total Requirements	\$ 95,860	\$ 95,829	\$ 94,860	\$ 58,465	\$ 91,430	\$ 95,740	\$ 4,310	\$ 95,740

