

I APPROVE THIS ESTIMATE OF REQUIREMENTS FOR 7-1-07 THRU 6-30-08
AND PRESENT MY REQUESTS FOR APPROPRIATIONS.

DEPARTMENT HEAD:



ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	ORDINARY RECURRING EXPENSES					
	PERSONAL SERVICES					
706 00	SALARY & WAGES PERM EMPLOYEES	\$ 6,542	\$ 7,082	\$ 7,294	\$ 7,395	\$
710 00	FRINGE BENEFITS	3,467	4,108	4,376	4,437	
	TOTAL PERSONAL SERVICES	\$ 10,009	\$ 11,190	\$ 11,670	\$ 11,832	\$
	SUPPLIES AND MATERIALS					
730 00	POSTAGE	\$ 1,948	\$ 777	\$ 1,100	\$ 1,100	\$
757 00	OPERATING SUPPLIES	39,014	38,787	48,000	45,000	
	TOTAL SUPPLIES & MATERIALS	\$ 40,962	\$ 39,564	\$ 49,100	\$ 46,100	\$
	CARRIED FORWARD	\$ 50,971	\$ 50,754	\$ 60,770	\$ 57,932	\$

SUMMARY OF BUDGET
REQUIREMENTS
2007 - 2008

DEPARTMENT CENTRAL STORES
DIVISION 903 CENTRAL STORES

FUND 631 CENTRAL STORES

ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	BROUGHT FORWARD	\$ 50,971	\$ 50,754	\$ 60,770	\$ 57,932	\$
	CONTRACTUAL SERVICES					
801 00	PROFESSIONAL SERVICES	\$ 700	\$ 630	\$ 1,300	\$ 1,200	\$
818 00	CONTRACTUAL SERVICES	840	960	1,314	1,400	
853 00	TELEPHONE	44,422	39,771	42,000	40,000	
936 00	REPAIRS & MAINTENANCE	9,050	10,610	9,000	12,000	
943 00	EQUIPMENT RENTAL & LEASES	21,548	20,819	27,500	23,400	
951 00	PRO-RATA SHARE OF CITY ADMIN	15,570	15,756	15,040	14,409	
959 00	DEPRECIATION	3,283	4,417	0		
	TOTAL CONTRACTUAL SERVICES	\$ 95,413	\$ 92,963	\$ 96,154	\$ 92,409	\$
	TOTAL ORDINARY RECURRING EXPENSES	\$ 146,384	\$ 143,717	\$ 156,924	\$ 150,341	\$
	CAPITAL OUTLAY					
982 00	MACHINERY & EQUIPMENT	\$ 0	\$ 0	\$ 10,000	\$ 10,000	\$
	TOTAL CAPITAL OUTLAY	\$ 0	\$ 0	\$ 10,000	\$ 10,000	\$
	TOTAL FOR DIVISION	\$ 146,384	\$ 143,717	\$ 166,924	\$ 160,341	\$

706-00 SALARY & WAGES PERM EMPLOYEES

NO	TITLE	NAME	D.O.H.	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS				\$ 7,082	\$ 7,294		
1. 25%	CLERK/TYPIST II	J.A. ROSS	11-30-92			\$ 7,395	\$
						\$ 7,395	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 631 CENTRAL STORES
 DIVISION: 903 CENTRAL STORES

710-00 FRINGE BENEFITS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 4,108	\$ 4,376	\$ 4,437	\$
FULL-TIME SALARIES OF 7,395 X .60				
			\$ 4,437	\$

730-00 POSTAGE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 777	\$ 1,100		
VARIOUS MAILINGS			\$ 1,100	\$

757-00 OPERATING SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 38,787	\$ 48,000		
PURCHASE OF OFFICE AND XEROX SUPPLIES FOR ALL DEPARTMENTS.			\$ 45,000	\$
			----- \$ 45,000	\$

853-00 TELEPHONE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 39,771	\$ 42,000		
NEXTEL CHARGES FOR ALL CITY DEPARTMENTS			\$ 40,000	\$

936-00 REPAIRS & MAINTENANCE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 10,610	\$ 9,000		
PHOTOCOPY MACHINE MAINTENANCE AGREEMENTS POSTAGE MACHINE AND MAIL SCALE MAINTENANCE AGREEMENTS MISCELLANEOUS REPAIRS TO EQUIPMENT			\$ 7,500 3,000 1,500	\$
			\$ 12,000	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

943-00 EQUIPMENT RENTAL & LEASES

FUND: 631 CENTRAL STORES
 DIVISION: 903 CENTRAL STORES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 20,819	\$ 27,500		
POSTAGE METER RENTAL			\$ 1,400	\$
PHOTOCOPY MACHINE RENTALS			22,000	
			\$ 23,400	\$

951-00 PRO-RATA SHARE OF CITY ADMIN

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 15,756	\$ 15,040		
PRO RATA SHARE OF ADMINISTRATION RECURRING EXPENSES \$150,341 LESS ADMINISTRATIVE CHARGES \$14,409 EQUALS \$135,932 @ 10.6%			\$ 14,409	\$
			\$ 14,409	\$

982-00 MACHINERY & EQUIPMENT

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 0	\$ 10,000		
REPLACEMENT OF PHOTOCOPIERS			\$ 10,000	\$
			\$ 10,000	\$