

LITCHFIELD SCHOOL DISTRICT
FY 2020 BUDGET DETAIL REPORT BY FUNCTION

Budget Unit	Account	Account Title	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2018 BUDGET	YTD EXPENSE	FY 2019 BUDGET	FY 2020 RECOMMENDED	BUDGET INCREASE/ (DECREASE)
10 - GENERAL FUND										
2610 - CUSTODIAL SERVICES										
<u>GMS CUSTODIAL SERVICES</u> <u>11 - GRIFFIN MEMORIAL SCHOOL</u>										
1011261000	272	CONF/WORKSHOP REIMBURSE	680	0	150	300	0	0	0	0
1011261000	430	REPAIRS & MAINTENANCE	0	0	2,851	2,806	0	750	750	0
		ANNUAL REPAIR & MAINTENANCE OF ALL CUSTODIAL CLEANING	\$750.00							
		EQUIPMENT SUCH AS STRIPPER MACHINE, AUTOSCRUBBER,	\$0.00							
		POLISHER, BURNISHER, SHAMPOOER (ITEMS THAT ARE MOST	\$0.00							
		COMMONLY REPLACED INCLUDE BATTERIES, SQUEEGEE BLADES,	\$0.00							
		PAD HOLDERS, ETC.)	\$0.00							
1011261000	580	TRAVEL	229	152	101	293	0	300	300	0
		MILEAGE REIMBURSEMENT FOR CUSTODIAL STAFF	\$300.00							
1011261000	610	SUPPLIES	23,616	24,327	18,454	18,545	1,696	24,500	24,500	0
		CUSTODIAL SUPPLIES:	\$0.00							
		LEVEL FUND REQUEST EVEN THOUGH LINE WAS UNDERSPENT	\$0.00							
		IN FY18 - AMOUNT TO MAINTAIN NEW K PORTABLE IS	\$0.00							
		UNKNOWN	\$24,500.00							
1011261000	734	EQUIPMENT-ADDITIONAL	974	0	454	456	0	1	1	0
1011261000	738	EQUIPMENT-REPLACEMENT	510	0	6,927	7,598	0	1	1	0
<u>TOTAL GMS CUSTODIAL SERVICES</u>			26,008	24,479	28,937	29,998	1,696	25,552	25,552	0
2610 - CUSTODIAL SERVICES										
<u>LMS CUSTODIAL SERVICES</u> <u>21 - LITCHFIELD MIDDLE SCHOOL</u>										
1021261000	272	CONF/WORKSHOP REIMBURSE	300	150	150	300	0	0	0	0
1021261000	430	REPAIRS & MAINTENANCE	0	0	618	750	0	750	750	0
		ANNUAL REPAIR & MAINTENANCE OF ALL CUSTODIAL CLEANING	\$750.00							
		EQUIPMENT SUCH AS STRIPPER, AUTOSCRUBBER, POLISHER,	\$0.00							
		BURNISHER, SHAMPOOER (ITEMS THAT ARE MOST COMMONLY	\$0.00							
		REPLACED INCLUDE BATTERIES, SQUEEGEE BLADES, PAD	\$0.00							
		HOLDERS, ETC.)	\$0.00							
1021261000	580	TRAVEL	339	114	98	107	0	100	100	0
		MILEAGE REIMBURSEMENT FOR CUSTODIAL STAFF	\$100.00							
1021261000	610	SUPPLIES	22,997	22,185	25,021	25,180	1,601	23,000	23,000	0

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2610 - CUSTODIAL SERVICES										
		CUSTODIAL BUILDING SUPPLIES	\$23,000.00							
1021261000	734	EQUIPMENT-ADDITIONAL	974	207	403	411	0	1	1	0
1021261000	738	EQUIPMENT-REPLACEMENT	5,999	259	850	998	984	1,222	1,200	-22
		REPLACEMENT OF CARPET SHAMPOOER	\$1,200.00							
<u>TOTAL LMS CUSTODIAL SERVICES</u>			30,609	22,915	27,140	27,746	2,585	25,073	25,051	-22
2610 - CUSTODIAL SERVICES										
<u>CHS CUSTODIAL SERVICES</u> <u>31 - CAMPBELL HIGH SCHOOL</u>										
1031261000	272	CONF/WORKSHOP REIMBURSE	50	150	150	300	0	0	0	0
1031261000	430	REPAIRS & MAINTENANCE	2,828	386	227	414	1,155	750	750	0
		ANNUAL REPAIR & MAINTENANCE OF ALL CUSTODIAL CLEANING	\$750.00							
		EQUIPMENT SUCH AS STRIPPER MACHINE, AUTOSCRUBBER,	\$0.00							
		POLISHER, BURNISHER, SHAMPOOER (ITEMS MOST COMMONLY	\$0.00							
		REPLACE INCLUDE BATTERIES, SQUEEGEE BLADES, PAD HOLDERS	\$0.00							
		ETC.)	\$0.00							
1031261000	580	TRAVEL	86	0	91	100	0	100	100	0
		MILEAGE REIMBURSEMENT FOR CUSTODIAL STAFF	\$100.00							
1031261000	610	SUPPLIES	23,145	22,924	23,450	24,499	15,521	24,000	24,000	0
		CUSTODIAL BUILDING SUPPLIES	\$24,000.00							
1031261000	733	FURNITURE-ADDITIONAL	0	0	0	0	0	0	1	1
1031261000	734	EQUIPMENT-ADDITIONAL	0	0	0	0	0	0	1	1
1031261000	737	FURNITURE-REPLACEMENT	1,561	0	0	1	0	1	1	0
1031261000	738	EQUIPMENT-REPLACEMENT	749	0	0	0	0	1	1	0
<u>TOTAL CHS CUSTODIAL SERVICES</u>			28,420	23,460	23,919	25,314	16,676	24,852	24,854	2
TOTAL 2610 - CUSTODIAL SERVICES			85,038	70,853	79,996	83,058	20,958	75,477	75,457	-20
2620 - BUILDING SERVICES										
<u>DW BUILDING SERVICES</u> <u>00 - DISTRICT-WIDE</u>										
1000262000	272	CONF/WORKSHOP REIMBURSE	100	1,349	300	800	0	300	1,380	1,080
		NORTHERN NEW ENGLAND FACILITY MASTERS CONFERENCE	\$0.00							
		(TWO DISTRICT STAFF MEMBERS)	\$300.00							

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2620 - BUILDING SERVICES										
		NHASBO FACILITIES CERTIFICATION FOR FACILITIES		\$0.00						
		MANAGERS:		\$0.00						
		YEAR ONE REGISTRATION (\$90 * 2)		\$180.00						
		YEAR ONE: 3 CLASSES AVAILABLE (150 * 6)		\$900.00						
1000262000	330	PROFESSIONAL SERVICES	3,900	34,839	0	1	0	1	3,900	3,899
		ANNUAL ROOFING INSPECTION AND PREVENTIVE		\$0.00						
		MAINTENANCE (\$1300.00) PER BUILDING		\$3,900.00						
1000262000	430	REPAIRS & MAINTENANCE	1,517	471	373	500	0	500	500	0
		GENERAL REPAIRS DW (REPAIR HOLES IN WALLS		\$500.00						
		FROM ITEMS ATTACHED TO THE WALLS THAT ARE REMOVED,		\$0.00						
		HANGING ITEMS ON WALLS, PAINTING, REPAIR/REPLACE DOOR		\$0.00						
		PUMPS, REPLACE LIGHT BULBS/BALLASTERS)		\$0.00						
1000262000	442	EQUIP RENTAL	0	0	88	1,100	0	1	1	0
1000262000	446	SOFTWARE LEASE	6,104	5,500	7,859	7,859	8,664	8,664	9,097	433
		SCHOOL DUDE FACILITIES MANAGEMENT SOFTWARE FOR		\$0.00						
		FACILITY MAINTENANCE, CAPITAL FORECASTING, FACILITY USE		\$0.00						
		CHANGE DUE TO 5% INCREASE IN ANNUAL FEE, CONSISTENT		\$0.00						
		WITH NOTED INCREASES IN BUDGET AND ACTUAL EXPENDITURE		\$0.00						
		OVER THE PAST TWO YEARS. 5% INCREASE APPLIED TO PRIOR		\$0.00						
		YEAR ACTUAL PAYMENT.		\$9,097.00						
1000262000	521	INSURANCE PROP/LIABILITY	62,742	67,808	60,638	71,619	52,386	52,386	45,656	-6,730
		ANNUAL RENEWAL OF ADDITIONAL INSURANCE FOR STUDENT		\$0.00						
		FIELD TRIPS - AMOUNT PAID CONSISTENT OVER 3 YEARS		\$800.00						
		PRIMEX PROPERTY AND LIABILITY - BUDGET BASED		\$0.00						
		ON REVIEW OF ACTUAL EXPENDITURES. AMOUNT REPRESENTS		\$0.00						
		PRIOR YEAR ACTUAL PAYMENT (FY19) PLUS 5% (NOTE THAT THE		\$0.00						
		PRESS BOX AND KINDERGARTEN MODULAR ARE BEING ADDED)		\$44,856.00						
1000262000	580	TRAVEL	0	611	981	1,261	216	650	650	0
		FACILITIES MASTERS CONFERENCE - MILEAGE REIMBURSEMENT		\$650.00						
1000262000	641	TEXTBOOKS - NEW	0	0	0	1	0	1	1	0
1000262000	734	EQUIPMENT-ADDITIONAL	0	0	0	0	0	1	1	0
1000262000	810	DUES AND FEES	100	0	225	250	0	0	1	1
TOTAL DW BUILDING SERVICES			74,464	110,578	70,464	83,391	61,267	62,504	61,187	-1,317.33

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2620 - BUILDING SERVICES										
GMS BUILDING SERVICES 11 - GRIFFIN MEMORIAL SCHOOL										
1011262000	411	UTILITIES-WATER	7,660	7,736	10,203	9,988	2,124	8,200	9,000	800
		WATER RATES	\$0.00							
		REVIEWED 3 YEAR AVERAGE EXPENDITURE FOR WATER AT THIS LOCATION. PROPOSED INCREASE DUE TO INCREASE IN WATER USAGE DUE TO KINDERGARTEN BUILDING.	\$8,500.00							
			\$0.00							
			\$500.00							
1011262000	412	UTILITIES-SEWER	3,858	3,896	4,132	4,154	0	3,248	4,000	752
		ANNUAL MAINTENANCE OF SEWER SYSTEM AND GREASE TRAPS	\$0.00							
		INCREASED BASED ON REVIEW OF 3 YEAR AVERAGE ACTUAL	\$4,000.00							
1011262000	421	UTILITIES-DISPOSAL	6,869	6,428	6,924	7,678	2,294	6,928	6,628	-300
		SHREDDING & DISPOSAL OF CONFIDENTIAL MATERIAL (10 PICK UPS @ \$20/EACH) FOR GMS MAIN OFFICE	\$0.00							
			\$200.00							
		SHREDDING & DISPOSAL OF CONFIDENTIAL MATERIAL (2 ADDITIONAL PICK UPS FOR FILE PURGE @ \$64/EACH)	\$128.00							
			\$0.00							
		RUBBISH DISPOSAL - WASTE MANAGEMENT AGREEMENT	\$6,300.00							
1011262000	430	REPAIRS & MAINTENANCE	84,838	85,113	105,876	93,636	36,049	80,954	66,370	-14,584
		GENERAL REPAIRS & MAINTENANCE	\$38,026.00							
		REMOVE ASBESTOS FLOOR TILE AND MASTIC FROM HALLWAY BETWEEN ROOMS 19 & ART ROOM (END OF HALLWAY)	\$0.00							
			\$0.00							
		ABATEMENT COMPANY AND HYGIENIEST	\$23,400.00							
		REPLACEMENT OF TILE IN COMMON HALL AREA	\$4,944.00							
1011262000	431	PAINTING	3,098	0	1,990	2,000	2,035	2,040	4,200	2,160
		REPAINTING OF CAFETERIA	\$4,200.00							
1011262000	432	BOILER REPAIR & MAINT	4,287	17,136	8,228	8,229	0	6,000	6,000	0
		ANNUAL BOILER REPAIR & MAINTENANCE	\$6,000.00							
1011262000	433	CONTRACTOR REPAIR & MAINT	0	0	700	700	700	700	700	0
		ANNUAL HOOD DUCT CLEANING - GMS KITCHEN	\$700.00							
1011262000	434	AIR QUALITY	1,196	1,170	0	1,200	0	1	1	0
1011262000	442	EQUIP RENTAL	1,658	0	0	0	0	0	0	0
1011262000	460	INSPECTIONS	200	3,274	0	0	0	0	0	0
		BOILER INSPECTION MOVED TO 1011264000-460	\$0.00							
1011262000	610	SUPPLIES	1,187	626	1,055	1,200	1	1,200	1,200	0
		FILTERS FOR AIR HANDLERS	\$1,200.00							

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2620 - BUILDING SERVICES										
1011262000	622	UTILITIES-ELECTRIC	44,943	49,293	44,007	48,858	12,502	47,248	46,850	-398
		REVIEWED THREE YEAR AVERAGE EXPENDITURE AND ELECTED	\$46,850.00							
		2.5% INCREASE TO ELECTRICITY BUDGET OVER 3 YEAR AVERAGE	\$0.00							
		ONGOING REVIEW OF POWER SUPPLY RATE AND MONTHLY	\$0.00							
		BILLING.	\$0.00							
1011262000	623	UTIL-BOTTLED GAS	1,878	2,069	2,227	3,038	142	4,740	4,830	90
		CALCULATED AVERAGE GALLONS USED AT THIS LOCATION	\$4,830.00							
		AT APPROXIMATELY 3000 GALLONS. NOTED INCREASE IN	\$0.00							
		PER GALLON PRICE OF 15.9% IN FY19. INCREASED BUDGET	\$0.00							
		BASED ON THIS REVIEW TO 3000 X 1.61 (0.22 INCREASE	\$0.00							
		OVER FY19 PRICE OF 1.389)	\$0.00							
1011262000	624	FUEL OIL	50,162	43,795	50,754	35,332	0	40,128	54,072	13,944
		GMS PORTION OF BURKE OIL CONTRACT FOR 40000	\$54,072.00							
		GALLONS, 22K GALLONS AT 2.4578. 34.7% INCREASE IN PER	\$0.00							
		GALLON AMOUNT. LINE ITEM BUDGET BELOW 3 YEAR AVERAGE	\$0.00							
<u>TOTAL GMS BUILDING SERVICES</u>			211,834	220,535	236,097	216,013	55,848	201,387	203,851	2,464
2620 - BUILDING SERVICES										
<u>LMS BUILDING SERVICES</u> <u>21 - LITCHFIELD MIDDLE SCHOOL</u>										
1021262000	411	UTILITIES-WATER	14,784	14,148	10,875	17,561	2,747	16,000	14,000	-2,000
		WATER RATES	\$14,000.00							
		REVIEWED 3 YEAR AVERAGE EXPENDITURES FOR WATER AT	\$0.00							
		AT THIS LOCATION. ADJUST BUDGET TO 3 YEAR AVERAGE	\$0.00							
		ACTUAL (ROUNDED UP TO NEAREST \$1000 TO ACCOUNT FOR	\$0.00							
		POTENTIAL SPIKES IN RATE OR USAGE (UNKNOWN)	\$0.00							
1021262000	412	UTILITIES-SEWER	1,845	1,880	1,980	3,800	0	3,133	2,000	-1,133
		ANNUAL MAINTENANCE SEWER & GREASE TRAPS	\$0.00							
		REDUCED BASED ON REVIEW OF 3 YEAR AVERAGE	\$2,000.00							
1021262000	421	UTILITIES-DISPOSAL	6,738	6,256	6,709	7,678	2,220	6,928	6,628	-300
		SHREDDING OF CONFIDENTIAL MATERIAL - 10 PICKUPS @\$20/EA	\$200.00							
		SHREDDING OF CONFIDENTIAL MATERIAL - 2 ADDITIONAL	\$128.00							
		PICK UPS OF PURGED FILES @ \$64/EACH	\$0.00							
		RUBBISH REMOVAL - WASTE MANAGEMENT AGREEMENT	\$6,300.00							
		REDUCTION OF \$750 DUE TO ONE TIME SHED REMOVAL	\$0.00							

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2620 - BUILDING SERVICES										
1021262000	430	REPAIRS & MAINTENANCE	65,610	108,443	122,715	121,025	43,743	81,776	46,336	-35,440
		GENERAL REPAIRS & MAINTENANCE	\$24,333.00							
		REMOVE CARPET AND INSTALL CARPET TILE AND TILE	\$7,403.00							
		CAPPING OF SKYLIGHTS OF INTERIOR CLASSROOMS, YEAR	\$0.00							
		2 OF PROJECT, ANTICIPATE COMPLETION IN FY21	\$12,400.00							
		REFINISHING GYM FLOOR	\$2,200.00							
1021262000	431	PAINTING	2,320	1,110	413	415	825	2,000	2,000	0
		ANNUAL PAINTING OF HALLWAYS, CLASSROOMS, EXTERIOR	\$2,000.00							
1021262000	432	BOILER REPAIR & MAINT	2,862	2,515	1,237	1,300	0	3,000	3,000	0
		ANNUAL BOILER REPAIR & MAINTENANCE	\$3,000.00							
1021262000	433	CONTRACTOR REPAIR & MAINT	0	0	700	700	700	700	700	0
		ANNUAL HOOD DUCT CLEANING - LMS KITCHEN	\$700.00							
1021262000	434	AIR QUALITY	710	1,900	0	330	0	1,200	0	-1,200
1021262000	610	SUPPLIES	5,862	6,510	5,448	5,518	1,294	6,900	6,900	0
		GENERAL BUILDING SUPPLIES THAT INCLUDE LIGHT BULBS,	\$4,900.00							
		CEILING TILES, PLUMBING FIXTURES	\$0.00							
		FILTERS FOR AIR HANDLERS	\$2,000.00							
1021262000	622	UTILITIES-ELECTRIC	72,640	73,868	61,050	79,099	15,480	71,731	73,000	1,269
		REVIEWED 3 YEAR AVG ACTUAL. BUDGET BASED ON 3	\$73,000.00							
		YEAR AVERAGE PLUS 2.5%, ROUNDED TO NEAREST \$1000	\$0.00							
		TO ACCOUNT FOR POTENTIAL SPIKES IN USAGE	\$0.00							
1021262000	623	UTIL-BOTTLED GAS	2,074	1,752	2,047	2,799	0	2,528	2,576	48
		CALCULATED AVERAGE GALLONS USED AT THIS LOCATION	\$2,576.00							
		AT APPROXIMATELY 1600 GALLONS. NOTED INCREASE	\$0.00							
		IN PER GALLON PRICE OF 15.9%. ADJUSTED BUDGET BASED ON	\$0.00							
		THIS REVIEW TO 1600 X 1.61 (FY19 PER GALLON RATE + 16%)	\$0.00							
1021262000	624	FUEL OIL	39,349	28,719	32,840	28,908	0	32,832	44,240	11,408
		LMS PORTION OF BURKE OIL CONTRACT FOR 40000	\$44,240.00							
		GALLONS, 18K GALLONS AT 2.4578. 34.7% INCREASE IN PER	\$0.00							
		GALLON AMOUNT. LINE ITEM BUDGET BELOW 3 YEAR AVERAGE	\$0.00							
1021262000	734	EQUIPMENT-ADDITIONAL	388	0	0	1	687	1	1	0
1021262000	737	FURNITURE-REPLACEMENT	0	0	0	1	0	1	1	0
1021262000	738	EQUIPMENT-REPLACEMENT	3,044	0	0	0	0	0	1	1

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2620 - BUILDING SERVICES										
TOTAL LMS BUILDING SERVICES			218,226	247,100	246,015	269,135	67,696	228,730	201,383	-27,347
2620 - BUILDING SERVICES										
CHS BUILDING SERVICES 31 - CAMPBELL HIGH SCHOOL										
1031262000	411	UTILITIES-WATER	11,095	10,939	9,446	16,241	1,923	11,900	11,000	-900
		WATER RATES	\$11,000.00							
		ADJUSTED BUDGET TO 3 YEAR AVERAGE ACTUAL ROUNDED TO THE NEAREST \$1000 TO ACCOUNT FOR POTENTIAL SPIKE IN USAGE OR RATE.	\$0.00							
1031262000	412	UTILITIES-SEWER	4,102	0	4,218	3,800	0	3,133	4,200	1,067
		ANNUAL MAINTENANCE SEWER & GREASE TRAPS ELECTED IN INCREASE BASED ON 2 YEAR AVERAGE. 3 YEAR AVERAGE INACCURATE DUE TO NO EXPENSES IN 2016	\$0.00							
			\$0.00							
			\$4,200.00							
1031262000	421	UTILITIES-DISPOSAL	6,415	13,821	6,633	10,306	2,251	9,556	9,056	-500
		SHREDDING OF CONFIDENTIAL MATERIALS 10 PICKUPS X 2 BARRELS @ \$20/EA	\$500.00							
			\$0.00							
		SHREDDING OF CONFIDENTIAL MATERIALS 2 ADDITIONAL PICK- UPS OF PURGED FILES @ \$64/EA X 2	\$256.00							
			\$0.00							
		RUBBISH DISPOSAL - WASTE MANAGEMENT AGREEMENT	\$6,300.00							
		BIOLOGY & SCIENCE CHEMICAL DISPOSAL - 2 PICK UPS PER YEAR @ \$1000/PICK UP	\$2,000.00							
			\$0.00							
1031262000	430	REPAIRS & MAINTENANCE	62,931	66,768	81,586	94,468	30,543	72,735	48,060	-24,675
		GENERAL BUILDING REPAIRS	\$38,760.00							
		BATHROOM PARTITIONS (2 PAIRS)	\$6,400.00							
		ANNUAL GYMNASIUM FLOOR RECOATING	\$2,900.00							
1031262000	431	PAINTING	320	1,818	3,674	3,685	4,820	4,940	2,000	-2,940
		ANNUAL PAINTING INTERIOR/EXTERIOR, HALLWAYS, CLASSROOMS	\$2,000.00							
1031262000	432	BOILER REPAIR & MAINT	38,750	2,601	640	2,326	0	3,000	3,000	0
		ANNUAL BOILER REPAIR & MAINTENANCE	\$3,000.00							
1031262000	433	CONTRACTOR REPAIR & MAINT	0	0	0	0	0	0	700	700
		KITCHEN HOOD CLEANING (ANNUAL)	\$700.00							
1031262000	434	AIR QUALITY	585	4,182	0	1,200	0	1	1	0
1031262000	610	SUPPLIES	9,884	10,192	15,762	19,300	2,218	12,200	10,000	-2,200

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2620 - BUILDING SERVICES										
		PAINTING SUPPLIES	\$1,000.00							
		REPLACEMENT PARTS FOR BLINDS, DOORS, WINDOWS, LIGHT FIXTURES, FURNITURE, PLUMBING, ELECTRICAL, HEATING.	\$4,000.00							
		REPLACEMENT BATTERIES FOR HANDICAP LOCKERS, HANDICAP AUTOMATIC DOORS, EMERGENCY LIGHTING, SECURITY SYSTEM	\$500.00							
		MISCELLANEOUS REPAIR PARTS	\$1,000.00							
		FILTERS FOR AIR HANDLERS (MOVED FROM 1031262000-434)	\$3,500.00							
1031262000	622	UTILITIES-ELECTRIC	116,701	116,091	111,840	134,882	30,415	134,882	137,261	2,379
		SMART START PROGRAM PAYMENTS - ENDS AUG 2020	\$12,261.00							
		REVIEWED 3 YEAR AVERAGE EXPENDITURE AND ELECTED TO BUDGET A 2.5% INCREASE TO THE ELECTRICITY BUDGET BASED ON PAYMENTS MADE TO EVERSOURCE.	\$125,000.00							
			\$0.00							
			\$0.00							
1031262000	623	UTIL-BOTTLED GAS	69,810	52,010	57,730	77,668	4,154	75,840	77,280	1,440
		CALCULATED AVERAGE GALLONS USED AT THIS LOCATION OVER THREE YEARS AS APPROXIMATELY 48,000. NOTED INCREASE IN PER GALLON PRICE OF 16% FOR FY19. ADJUSTED BUDGET BASED ON THIS REVIEW TO 48K GALLONS X 1.61	\$77,280.00							
			\$0.00							
			\$0.00							
			\$0.00							
1031262000	733	FURNITURE-ADDITIONAL	0	0	0	0	0	0	1	1
1031262000	734	EQUIPMENT-ADDITIONAL	0	0	0	0	0	0	1	1
1031262000	737	FURNITURE-REPLACEMENT	0	0	0	0	0	0	1	1
1031262000	738	EQUIPMENT-REPLACEMENT	0	0	0	0	0	0	1	1
<u>TOTAL CHS BUILDING SERVICES</u>			320,594	278,421	291,529	363,876	76,325	328,187	302,562	-25,625
TOTAL 2620 - BUILDING SERVICES			825,117	856,635	844,104	932,415	261,136	820,808	768,983	-51,825.33
2630 - GROUNDS SERVICES										
<u>DW GROUNDS SERVICES</u> <u>00 - DISTRICT-WIDE</u>										
1000263000	272	CONF/WORKSHOP REIMBURSE	530	0	75	136	0	136	1	-135
1000263000	422	SNOW PLOWING	46,624	45,789	43,208	50,000	0	48,000	47,000	-1,000
		ANNUAL DISTRICT SNOW PLOWING CONTRACT (YR 1 OF 3 YEAR FIXED CONTRACT)	\$0.00							
			\$37,000.00							
		ADDITIONAL SNOW REMOVAL ABOVE CONTRACT	\$2,000.00							
		PURCHASE OF SAND / SALT MIX - PER REVIEW OF AVERAGE	\$0.00							

LITCHFIELD SCHOOL DISTRICT
FY 2020 BUDGET DETAIL REPORT BY FUNCTION

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2630 - GROUNDS SERVICES										
		PAYMENTS MADE TO TOWN OF LITCHFIELD IN FY17 AND 18	\$8,000.00							
1000263000	430	REPAIRS & MAINTENANCE	2,894	5,697	5,472	5,500	3,028	6,431	6,500	69
		GENERAL REPAIRS TO OUTDOOR STORAGE	\$500.00							
		TRUCK INSPECTION & REPAIRS AS NEEDED	\$2,000.00							
		REPAIRS TO MOWERS, SNOW BLOWERS, FRONT END LOADER, AND UTILITY VEHICLE (UTILITY VEHICLE APPROACHING END OF USEFUL LIFE, IS USED BY FACILITIES, GROUNDS, AND ATHLETIC DEPARTMENT)	\$4,000.00							
			\$0.00							
			\$0.00							
			\$0.00							
1000263000	442	EQUIP RENTAL	1,103	0	0	1	0	1	1	0
1000263000	580	TRAVEL	152	0	29	150	0	150	1	-149
		CONFERENCE TRAVEL	\$150.00							
1000263000	610	SUPPLIES	9,158	3,325	5,971	6,000	1,213	6,000	6,000	0
		GENERAL SUPPLIES FOR DISTRICT GROUNDS	\$6,000.00							
1000263000	626	FUEL	2,565	1,502	3,026	4,000	1,438	4,000	4,000	0
		FUEL FOR ALL EQUIPMENT	\$4,000.00							
1000263000	734	EQUIPMENT-ADDITIONAL	2,022	0	399	421	0	199	4,244	4,045
		68" FLAIL MOWER ATTACHMENT - MAINTENANCE OF SWALES	\$1,595.00							
		76"X10' UTILITY TRAILER - HAULING SMALLER EQUIPMENT	\$2,100.00							
		AIR COMPRESSOR - YARD ROOM	\$549.00							
1000263000	738	EQUIPMENT-REPLACEMENT	1,490	0	0	0	398	398	7,717	7,319
		REPLACEMENT OF SNOW BLOWERS (3)	\$7,167.00							
		REPLACEMENT OF LEAF BLOWER	\$550.00							
1000263000	810	DUES AND FEES	185	0	0	55	0	0	0	0
1000263000	890	MISCELLANEOUS	46	0	0	0	0	0	0	0
TOTAL DW GROUNDS SERVICES			66,770	56,312	58,179	66,263	6,076	65,315	75,464	10,149

2630 - GROUNDS SERVICES

GMS GROUNDS SERVICES 11 - GRIFFIN MEMORIAL SCHOOL

1011263000	330	PROFESSIONAL SERVICES	0	0	4,999	5,000	2,500	2,500	2,500	0
		SWALE CLEANING & CLEARING (REQUIRES EXCAVATING EQUIPMENT)	\$2,500.00							
			\$0.00							
1011263000	422	SNOW PLOWING	0	0	0	1	0	1	1	0

LITCHFIELD SCHOOL DISTRICT
FY 2020 BUDGET DETAIL REPORT BY FUNCTION

Budget Unit	Account	Account Title	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2018 BUDGET	YTD EXPENSE	FY 2019 BUDGET	FY 2020 RECOMMENDED	BUDGET INCREASE/ (DECREASE)
2630 - GROUNDS SERVICES										
1011263000	430	REPAIRS & MAINTENANCE	1,513	8,712	5,795	5,796	1,412	5,048	5,845	797
		CATCH BASIN CLEANOUT FIXED PRICE FOR 8 BASINS, PLUS 2 REMOTELY LOCATED AREAS NOT ACCESSIBLE BY THE TRUCK. (PRICE INCLUDES CLEANING & DISPOSAL OF MATERIALS - REMOTE AREAS REQUIRE ADD'L MAN, TRUCK FOR DISPOSAL, HOSE AND EQUIPMENT - TAKES 3/4 OF A DAY TO COMPLETE).	\$845.00							
		POWER SWEEPING OF PARKING LOTS AND DRIVEWAYS (BASED ON ACTUAL EXPENDITURES)	\$1,000.00							
		CONTINUE WITH IMPROVEMENTS TO FIELD	\$4,000.00							
1011263000	610	SUPPLIES	2,750	4,997	6,344	6,900	5,587	5,800	5,000	-800
		4 APPLICATIONS OF KID KUSHION (RECOMMENDED BY PRIMEX) FOR SAFETY - 9" BASE REQUIRED TO BE MAINTAINED MULCH, STONE, LOAM, PLANTS FOR ANNUAL LANDSCAPING	\$4,000.00							
			\$0.00							
			\$1,000.00							
1011263000	738	EQUIPMENT-REPLACEMENT	0	0	0	1	0	1	1	0
TOTAL GMS GROUNDS SERVICES			4,263	13,708	17,138	17,698	9,499	13,350	13,347	-3
2630 - GROUNDS SERVICES										
LMS GROUNDS SERVICES 21 - LITCHFIELD MIDDLE SCHOOL										
1021263000	330	PROFESSIONAL SERVICES	0	0	0	0	0	1	1	0
1021263000	422	SNOW PLOWING	0	0	0	1	0	1	1	0
1021263000	430	REPAIRS & MAINTENANCE	33,320	5,750	10,821	11,161	1,278	2,980	2,180	-800
		CATCH BASIN CLEANOUT; FIXED PRICE FOR 12 BASINS, PLUS 2 REMOTELY LOCATED AREAS NOT ACCESSIBLE BY THE TRUCK. (PRICE INCLUDES CLEANING & DISPOSAL OF MATERIALS - REMOTE AREAS REQUIRE ADD'L MAN, TRUCK FOR DISPOSAL, HOSE AND EQUIPMENT - TAKES 1 WHOLE DAY TO COMPLETE WITH 2 DISPOSAL LOADS DUMPED IN NASHUA)	\$1,180.00							
		POWER SWEEPING PARKING LOTS AND DRIVEWAYS (BASED ON ACTUAL EXPENDITURES)	\$1,000.00							
			\$0.00							
1021263000	450	SITE DEVELOPMENT	1,000	0	0	0	0	0	0	0
1021263000	610	SUPPLIES	1,792	1,698	1,477	1,500	1,674	3,000	1,500	-1,500
		STONE, MULCH, SEED & FERTILIZER FOR ANNUAL LANDSCAPING	\$1,500.00							

LITCHFIELD SCHOOL DISTRICT
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Budget Unit	Account	Account Title	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2018 BUDGET	YTD EXPENSE	FY 2019 BUDGET	FY 2020 RECOMMENDED	BUDGET INCREASE/ (DECREASE)
2630 - GROUNDS SERVICES										
1021263000	733	FURNITURE-ADDITIONAL	0	0	0	1	0	1	1	0
1021263000	737	FURNITURE-REPLACEMENT	0	0	0	1	0	1	1	0
<u>TOTAL LMS GROUNDS SERVICES</u>			36,112	7,448	12,297	12,664	2,952	5,984	3,684	-2,300
2630 - GROUNDS SERVICES										
<u>CHS GROUNDS SERVICES</u> <u>31 - CAMPBELL HIGH SCHOOL</u>										
1031263000	272	CONF/WORKSHOP REIMBURSE	0	0	0	300	0	0	0	0
1031263000	330	PROFESSIONAL SERVICES	0	0	4,500	4,500	1,086	1,087	8,925	7,838
		NORTHPOINT - TRUE GREEN - FERTILIZATION & VEGETATION CARE			\$0.00					
					\$8,925.00					
1031263000	422	SNOW PLOWING	0	0	0	1	0	1	1	0
1031263000	430	REPAIRS & MAINTENANCE	8,560	7,557	10,258	10,293	6,882	14,211	6,500	-7,711
		COLD PATCH IN SEVERAL AREAS PARKING LOTS/DRIVEWAYS			\$500.00					
		CATCH BASIN CLEANOUT - FIXED PRICE FOR 11 BASINS PLUS 1 REMOTELY LOCATED AREA NOT ACCESSIBLE BY THE TRUCK. (PRICE INCLUDES CLEANING & DISPOSAL OF MATERIALS - REMOTE AREA REQUIRES ADD'L MAN, TRUCK FOR DISPOSAL, HOSE AND EQUIPMENT - TAKES 3/4 OF A DAY TO COMPLETE).			\$900.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
					\$0.00					
1031263000	442	EQUIP RENTAL	0	966	2,390	2,650	217	4,300	1,300	-3,000
		RENTAL OF TOP DRESSER FOR STADIUM FIELD (ONE WEEK)			\$1,300.00					
1031263000	610	SUPPLIES	24,258	12,701	20,930	20,934	5,870	17,554	10,429	-7,125
		STONE, MULCH, SEED, INFIELD MIX, PAINT, CHALK, FIELD PAINT, GROUNDS SUPPLIES			\$10,429.00					
					\$0.00					
1031263000	734	EQUIPMENT-ADDITIONAL	0	2,358	0	1	0	1	1	0
1031263000	738	EQUIPMENT-REPLACEMENT	807	9,950	1,025	1,051	0	1	1	0
<u>TOTAL CHS GROUNDS SERVICES</u>			33,625	33,532	39,102	39,730	14,055	37,155	27,157	-9,997.76

LITCHFIELD SCHOOL DISTRICT
FY 2020 BUDGET DETAIL REPORT BY FUNCTION

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TOTAL 2630 - GROUNDS SERVICES			140,770	111,000	126,717	136,355	32,583	121,804	119,652	-2,151.76
2640 - NON-INSTRUCTIONAL EQUIP										
<u>GMS NON-INSTRUCT EQUIP</u> <u>11 - GRIFFIN MEMORIAL SCHOOL</u>										
1011264000	430	REPAIRS & MAINTENANCE	8,035	5,140	5,519	6,500	2,422	6,500	6,500	0
		ANNUAL EQUIPMENT & MACHINERY MAINTENANCE PLAN BASED ON RESULTS OF SAFETY INSPECTIONS	\$2,000.00							
		ANNUAL REPAIRS FOR HVAC THAT FALL OUTSIDE THE CONTRACT	\$3,500.00							
		GYM EQUIPMENT REPAIRS BASED ON RESULTS OF SAFETY INSPECTIONS	\$250.00							
		BACK UP BATTERIES FOR EMERGENCY LIGHTS & FIRE SYSTEM (NOT PREVIOUSLY BUDGETED)	\$750.00							
			\$0.00							
1011264000	433	CONTRACTOR REPAIR & MAINT	12,041	21,764	30,517	27,517	18,555	31,428	28,428	-3,000
		ANNUAL HVAC MAINTENANCE & SERVICE AE MECHANICAL	\$18,000.00							
		ANNUAL FIRE SAFETY INSPECTIONS & ALARM MONITORING	\$4,145.00							
		ANNUAL PEST CONTROL	\$1,000.00							
		ANNUAL MAINTENANCE SECURITY ACCESS CONTROL & SURVEILLANCE	\$2,783.00							
		SECURITY REPAIRS & MAINTENANCE THAT OCCURS OUTSIDE OF CONTRACT.	\$2,500.00							
			\$0.00							
1011264000	460	INSPECTIONS	868	0	755	1,250	0	2,550	2,550	0
		BOILER INSPECTION (MOVED FROM 1011262000-460)	\$350.00							
		UNDERGROUND OIL TANK INSPECTION	\$400.00							
		ANNUAL GYM EQUIPMENT INSPECTION (INCREASE DUE TO ACTUAL INVOICED AMOUNT FROM A+ ATHLETICS)	\$1,800.00							
			\$0.00							
1011264000	734	EQUIPMENT-ADDITIONAL	0	896	0	0	0	0	0	0
<u>TOTAL GMS NON-INSTRUCT EQUIP</u>			20,945	27,800	36,791	35,267	20,977	40,478	37,478	-3,000
2640 - NON-INSTRUCTIONAL EQUIP										
<u>LMS NON-INSTRUCT EQUIP</u> <u>21 - LITCHFIELD MIDDLE SCHOOL</u>										
1021264000	430	REPAIRS & MAINTENANCE	8,724	14,186	13,161	13,200	1,974	11,500	11,500	0
		REPAIRS FOR HVAC THAT FALL OUTSIDE THE CONTRACT	\$6,000.00							
		BACKUP BATTERIES FOR EMERGENCY LIGHTS & FIRE SYSTEM	\$500.00							
		ANNUAL MAINTENANCE FOR CHAIR LIFT (STAGE)	\$2,500.00							
		GYM EQUIPMENT REPAIRS BASED ON RESULTS OF SAFETY	\$2,500.00							

LITCHFIELD SCHOOL DISTRICT
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2640 - NON-INSTRUCTIONAL EQUIP										
		INSPECTIONS		\$0.00						
		REDUCED LINE BY \$2200 - PLUMBER REPAIRS HANDLED IN HOUSE BY MAINTENANCE DIRECTOR AND CREW.		\$0.00						
1021264000	433	CONTRACTOR REPAIR & MAINT	12,240	42,627	30,027	30,027	7,246	32,928	32,928	0
		HVAC ANNUAL SERVICE & MAINTENANCE PLAN		\$22,000.00						
		ANNUAL FIRE SAFETY INSPECTIONS & ALARM MONITORING		\$4,645.00						
		ANNUAL PEST CONTROL		\$1,000.00						
		ANNUAL MAINTENANCE CONTRACT SECURITY ACCESS & SURVEILLANCE (DUE TO INCREASED SECURITY MEASURES)		\$2,783.00						
		SECURITY REPAIRS & MAINTENANCE THAT OCCURS OUTSIDE OF CONTRACT.		\$2,500.00						
1021264000	460	INSPECTIONS	2,210	3,663	1,952	2,875	1,123	3,175	3,175	0
		ANNUAL CHAIR LIFT INSPECTION		\$525.00						
		CHAIR LIFT LOAD TEST		\$200.00						
		ANNUAL BOILER INSPECTION/CERTIFICATE		\$250.00						
		ANNUAL SAFETY INSPECTION GYM EQUIPMENT		\$1,800.00						
		ANNUAL UNDERGROUND OIL TANK INSPECTION		\$400.00						
TOTAL LMS NON-INSTRUCT EQUIP			23,174	60,476	45,140	46,102	10,343	47,603	47,603	0
2640 - NON-INSTRUCTIONAL EQUIP										
CHS NON-INSTRUCT EQUIP 31 - CAMPBELL HIGH SCHOOL										
1031264000	430	REPAIRS & MAINTENANCE	16,150	21,467	15,943	15,900	8,043	13,700	13,700	0
		REPAIRS FOR HVAC THAT FALL OUTSIDE THE CONTRACT		\$7,000.00						
		DARK ROOM TRAP & SCIENCE ROOM CLEANINGS		\$1,200.00						
		BACKUP BATTERIES FOR EMERGENCY LIGHTS & FIRE SYSTEM		\$500.00						
		CHAIR LIFT REPAIRS BASED ON RESULTS FROM SAFETY INSPECTION		\$500.00						
		REPAIRS TO SPRINKLER SYSTEM		\$3,000.00						
		GYM EQUIPMENT REPAIRS BASED ON RESULTS FROM SAFETY INSPECTIONS		\$1,500.00						
1031264000	433	CONTRACTOR REPAIR & MAINT	13,628	47,348	33,934	37,217	17,727	41,408	39,928	-1,480
		ANNUAL FIRE SAFETY INSPECTION & ALARM MONITORING		\$4,645.00						
		ANNUAL PEST CONTROL		\$1,000.00						
		ELEVATOR & CHAIR LIFT MAINTENANCE - 6 VISITS		\$1,000.00						

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2640 - NON-INSTRUCTIONAL EQUIP

ANNUAL CONTRACT FOR SECURITY ACCESS MAINTENANCE & SURVEILLANCE	\$2,783.00
SECURITY REPAIRS & MAINTENANCE THAT OCCURS OUTSIDE OF CONTRACT.	\$2,500.00
ANNUAL HVAC SERVICE AND MAINTENANCE CONTRACT	\$28,000.00

1031264000 460 INSPECTIONS 3,200 3,880 2,292 8,100 150 9,000 9,000 0

INDOOR/OUTDOOR BLEACHER SAFETY INSPECTIONS	\$2,000.00
ANNUAL GYM DIVIDER CURTAIN/BACK STOPS INSPECTION	\$1,500.00
ANNUAL OVERHEAD FIRE DOORS DROP TEST/INSPECTION FOR 7 OVERHEAD FIRE DOORS	\$700.00
ANNUAL PASSENGER ELEVATOR FIRE SERVICE TEST/STATE INSPECTION	\$550.00
ANNUAL CHAIR LIFT STATE INSPECTION	\$300.00
CHAIR LIFT LOAD TEST	\$1,000.00
CHAIR LIFT/ELEVATOR STATE CERTIFICATES	\$150.00
BOILER/COMPRESSOR/STEAMER INSPECTIONS/CERTIFICATES	\$400.00
ANNUAL GYM EQUIPMENT SAFETY INSPECTION	\$2,400.00

1031264000 734 EQUIPMENT-ADDITIONAL 900 0 0 1 0 1 1 0

1031264000 738 EQUIPMENT-REPLACEMENT 0 2,420 0 1 0 1 1 0

TOTAL CHS NON-INSTRUCT EQUIP 33,877 75,114 52,169 61,219 25,919 64,110 62,630 -1,480

TOTAL 2640 - NON-INSTRUCTIONAL EQUIP 77,996 163,390 134,101 142,588 57,239 152,191 147,711 -4,480

2660 - EMERGENCY MANAGEMENT

GMS EMERGENCY MANAGEMENT 11 - GRIFFIN MEMORIAL SCHOOL

1011266000 610 SUPPLIES 3,543 391 364 751 130 556 556 0

EMERGENCY RESPONSE TEAM WALKIE TALKIE BATTERIES	\$300.00
BANDAIDS AND ICE PACKS TO REPLENISH FIRST AID KITS	\$131.00
ADULT ELECTRODES *	\$35.00
CHILD ELECTRODES *	\$90.00
* WE HAVE TWO AEDS WITH VARYING EXPIRATION DATES.	\$0.00
REDUCED \$195 FOR AED BATTERY REPLACEMENT. BATTERY REPLACEMENT DUE EVERY 7 YEARS.	\$0.00

TOTAL GMS EMERGENCY MANAGEMENT 3,543 391 364 751 130 556 556 0

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2660 - EMERGENCY MANAGEMENT										
<u>LMS EMERGENCY MANAGEMENT</u>			<u>21 - LITCHFIELD MIDDLE SCHOOL</u>							
1021266000	610	SUPPLIES	2,216	937	1,243	1,246	0	900	1,000	100
EMERGENCY RESPONSE TEAM WALKIE TALKIE BATTERIES			\$400.00							
DEFIBRILLATOR PADS FOR TWO DEFIBS (BOTH ADULT PADS & PEDIATRIC PADS)			\$400.00							
BANDAIDS & ICE PACKS TO REPLENISH FIRST AID KITS			\$200.00							
<u>TOTAL LMS EMERGENCY MANAGEMENT</u>			2,216	937	1,243	1,246	0	900	1,000	100
2660 - EMERGENCY MANAGEMENT										
<u>CHS EMERGENCY MANAGEMENT</u>			<u>31 - CAMPBELL HIGH SCHOOL</u>							
1031266000	610	SUPPLIES	120	0	126	346	0	620	620	0
EMERGENCY RESPONSE TEAM WALKIE TALKIE BATTERIES			\$300.00							
DEFIBRILLATOR PADS FOR 2 DEFIBS (ADULT PADS)			\$320.00							
<u>TOTAL CHS EMERGENCY MANAGEMENT</u>			120	0	126	346	0	620	620	0
TOTAL 2660 - EMERGENCY MANAGEMENT			5,879	1,329	1,734	2,343	130	2,076	2,176	100
TOTAL 10 - GENERAL FUND			1,134,800	1,203,207	1,186,651	1,296,759	372,045	1,172,356	1,113,979	-58,377.09