

**HCCS and Fort Bend County Libraries  
Sienna Branch Library - Common Operating and Maintenance Costs  
Quarterly Reports: 2016**

<b>Catagories</b>	<b>2016 Budgeted Amount</b>
<b>Salaries/Benefits</b>	<b>Full Time and Part Time</b> <b>\$1,305,930.00</b>
<b>Fees</b>	
Security Gates/Self Check Machines	\$17,290.00
Elevators Mtnc/Annual Inspections	\$2,280.00
HVAC Maintenance	\$9,540.00
Dumpster	\$768.00
Cisco Hardware Maintenance	\$7,487.00
Comprise PC Mgt.	\$2,242.00
Coin Copiers Maintenance	\$586.00
Door Access Maintenance	\$3,100.00
Phone System Maintenance	\$3,240.00
Fire Alarm Inspections/Monitoring	\$1,446.00
Fire Extinguishers Inspections	\$50.00
Building /Equipment Repairs	\$4,000.00
<b>Utilities</b>	<b>Not in Library Budget/Facilities Pay</b> <b>\$150,000.00</b>
<b>Offices Supplies</b>	<b>Books/AV additions/replacements</b> <b>\$186,437.00</b>
<b>Operating Supplies</b>	<b>Building Maintenance Supplies</b> <b>\$1,000.00</b>
	<b>Light Replacements</b> <b>\$2,000.00</b>
	<b>Materials Processing Supplies</b> <b>\$1,000.00</b>
<b>Repairs &amp; Maintenance</b>	<b>Building Repairs</b> <b>\$5,000.00</b>
	<b>Pest Control</b> <b>\$170.00</b>
	<b>Janitorial Services/Supplies</b> <b>\$62,083.00</b>
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<b>TOTALS</b>	<b>\$1,765,649.00</b>
<b>Building sq ft = 44,989</b>	<b>15%</b> <b>\$264,847.35</b>
<b>HCCS sq. ft = 6,582</b>	
<b>Extended Hours Costs - base staff plus benefits for those extra hours open, estimated at this time to be 19 hours per week.</b>	
<b>No charge when HCC is closed, based on school's annual calendar.</b>	
	<b>\$87,230.00</b>
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<b>HCCS TOTAL COSTS</b>	<b>\$352,077.35</b>