

# Leaf & Limb

Org. 8070

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<u>EXPENDITURES</u>	<u>FY 08-09 ACTUAL</u>	<u>FY 09-10 CURRENT BUDGET</u>	<u>FY 10-11 REQUESTED BUDGET</u>	<u>FY 10-11 RECOMMENDED BUDGET</u>
Personnel Services	\$493,387	\$507,498	\$494,242	\$489,184
Operating	178,720	187,331	187,331	195,955
Debt Service	113,452	91,903	109,636	109,636
Capital Outlay	5,800	0	167,835	105,000
Total:	\$791,359	\$786,732	\$959,044	\$899,775

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Full-Time Positions	9	9	9	9
Part-Time Positions	0	0	0	0

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### **Purpose and Mission**

This division provides leaf, limb, white goods and brown goods collection curbside to each residence within the City of New Bern. Our Yard Waste Facility continues to help the needy with firewood and we continue to sell our mulch product on the open market, with approximately \$70,000 received this fiscal year to date. Refurbishment of the tub grinder is currently underway. We anticipate over \$200,000 in revenues for FY 2010-11 from the expanded commercial program.

### **Budget Highlights**

- \$17,000 - R & M Equipment: Cost of repairs and maintenance have increased due to age of the heavy equipment.
- \$ 4,000 - Construction & Repair Supplies: Install rock base to repair road and compost yard
- \$30,000 - Equipment Parts. Repair parts for tub grinder and other heavy equipment.

## POSITION SUMMARY

Fund.            General  
 Department:    Public Works

Org 8070

PERSONNEL

<u>Class Title</u>	<u>Grade</u>	<u>2009-10 Authorized</u>	<u>2010-11 Requested</u>	<u>2010-11 Recommended</u>
<b>Leaf &amp; Limb</b>				
Waste Collections Superintendent	16	1	1	1
Lead Equipment Operator II	11	1	1	1
Equipment Operator II	10	1	1	1
Lead Equipment Operator I	9	1	1	1
Equipment Operator I	8	5	5	5
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<b>Full-time</b>		<b>9</b>	<b>9</b>	<b>9</b>
<b>Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>



## CAPITAL OUTLAY SUMMARY

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Fund:	General	
Department:	Public Works	Org. 8070

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CAPITAL OUTLAY

<u>Item</u>	<u>New/ Replacement</u>	<u>2010-11 Request</u>	<u>2010-11 Recommended</u>
<b>Leaf &amp; Limb</b>			
(1) Ford 15-Passenger Van	R	\$ 27,650	\$ 0
(1) International Dump Truck with Cherry Picker	R	\$105,000	\$105,000 <sup>(1)</sup>
(1) Kubota RTV Stadium Vac	R	<u>\$ 31,185</u>	<u>\$ 0</u>
<b>Total</b>		<b>\$167,835</b>	<b>\$105,000</b>

(1) Recommend Installment Purchase finance at 4.75 years; payments beginning FY 2011-12.

<b>1. PURPOSE: CAPITAL</b> (Check all that apply!)		<b>REASONS FOR REQUEST</b>							
<input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement		<input type="checkbox"/> Hardware <input type="checkbox"/> Software		<input type="checkbox"/> New Program <input type="checkbox"/> Expanded Program		<input type="checkbox"/> Routine Scheduled Replacement <input type="checkbox"/> Operation of New Capital Improvement		<input type="checkbox"/> Economy of Operations <input type="checkbox"/> Other	
<b>2. JUSTIFICATION: This van is used to transport inmates to and from Department of Corrections. It has high mileage, bad interior conditions and brake issues.</b>									
<b>3. DESCRIPTION OF ITEM REQUESTED:</b>									
Quantity	Item(s)	Estimated Date of Purchase	Estimated Life	Unit Cost	Total Cost	Annual Cost if Lease/Purchase	Estimated Annual Maintenance Cost	Offsetting Value	
1	Ford 15-Passenger Van	March 2011	5-10 years	\$27,650	\$27,650	N/A	\$500		
<b>4. DESCRIPTION OF ITEM(S) TO BE REPLACED:</b>									
Quantity	Item(s)	Vehicle / Asset Numbers	Model Year	Actual Mileage	Condition Code	Disposition Code	Trade/Salvage Value	Estimated Annual Maintenance Cost	
1	Ford 15-Passenger Van	EE-16	2004	180,271	2	C	\$2,000	\$1,000	
CONDITION CODE			DISPOSITION CODE						
1 Wrecked/Damaged	5 Obsolete, parts no longer available	A. Scrap	E. Transfer to another Department	Director of Finance: _____		Date: _____			
2. Poor		B. Trade	F. Other	Garage: _____		Date: _____			
3 Fair	6. Other	C. Sell		City Manager: _____		Date: _____			
4 Good		D. Place in reserve							

**Each request should be submitted on a separate form.**

<b>1. PURPOSE:</b> CAPITAL		<b>REASONS FOR REQUEST</b>							
(Check all that apply!) New <input type="checkbox"/> Hardware X Replacement <input checked="" type="checkbox"/> Software		<input type="checkbox"/> New Program <input type="checkbox"/> Expanded Program		<input type="checkbox"/> Routine Scheduled Replacement <input type="checkbox"/> Operation of New Capital Improvement		<input type="checkbox"/> Economy of Operations <input type="checkbox"/> Other			
<p><b>2 JUSTIFICATION:</b> This requested vehicle will replace a 2001 model with 94,930 miles and in very poor mechanical condition. This vehicle is used to pick up curbside yard waste throughout the city. Vehicle has a standard route and is on the road approximately 6-7 hours daily. Failure to replace this truck would jeopardize our curbside pick-up services. I am requesting that we keep this vehicle as a mulch yard only truck used to move debris at our mulching facility. City Garage Manager has requested that this vehicle be replaced due to the expense required to make it road worthy.</p>									
<b>3 DESCRIPTION OF ITEM REQUESTED:</b>									
Quantity	Item(s)	Estimated Date of Purchase	Estimated Life	Unit Cost	Total Cost	Annual Cost if Lease/Purchase	Estimated Annual Maintenance Cost	Offsetting Value	
1	International 4300 Dump Truck with Cherry Picker	Sept. 2010	5-10 years	\$105,000	\$105,000	N/A	\$1,000.00		
<b>4. DESCRIPTION OF ITEM(S) TO BE REPLACED:</b>									
Quantity	Item(s)	Vehicle / Asset Numbers	Model Year	Actual Mileage	Condition Code	Disposition Code	Trade/Salvage Value	Estimated Annual Maintenance Cost	
1	International 4300 Dump Truck with Cherry Picker	EE-2	2001	93,000	2	D	21,000	1,500	
<b>CONDITION CODE</b>			<b>DISPOSITION CODE</b>		<b>APPROVED BY:</b>				
1 Wrecked/Damaged	5 Obsolete, parts no longer available	A. Scrap	E. Transfer to another Department	Director of Finance:		Date:			
2 Poor		B Trade	F Other	Garage: <u>                    </u>		Date: <u>5/21/10</u>			
3 Fair	6 Other	C Sell		City Manager: <u>                    </u>		Date: <u>                    </u>			
4 Good		D Place in reserve							

Each request should be submitted on a separate form.

**1. PURPOSE: CAPITAL** **REASONS FOR REQUEST**  
*(Check all that apply!)*  New  Hardware  New Program  Routine Scheduled Replacement  Economy of Operations  
 Replacement  Software  Expanded Program  Operation of New Capital Improvement  Other

**2. JUSTIFICATION: Over the past 2 years, the MAD VAC 231-D has been down on numerous occasions. Reliability and safety issues are a concern; however, vehicle could still be utilized as a backup for short-term projects to ensure operations continue.**

**3. DESCRIPTION OF ITEM REQUESTED:**

Quantity	Item(s)	Estimated Date of Purchase	Estimated Life	Unit Cost	Total Cost	Annual Cost if Lease/Purchase	Estimated Annual Maintenance Cost	Offsetting Value
1	Kubota RTV Stadium Vaccum	January 2011	5-10 years	\$35,185	\$35,185	N/A	\$500	

**4. DESCRIPTION OF ITEM(S) TO BE REPLACED:**

Quantity	Item(s)	Vehicle / Asset Numbers	Model Year	Actual Mileage	Condition Code	Disposition Code	Trade/Salvage Value	Estimated Annual Maintenance Cost
1	MAD VAC 231-D	EE-30	2001	4,473 Hours	2	D	\$10,000	\$1,000

CONDITION CODE		DISPOSITION CODE		APPROVAL	
1 Wrecked/Damaged	5 Obsolete, parts no longer available	A. Scrap	E. Transfer to another Department	Director of Finance: _____	Date: _____
2. Poor		B. Trade		Garage: _____	Date: _____
3 Fair	6. Other	C Sell	F Other	City Manager: _____	Date: _____
4 Good		D Place in reserve			

**Each request should be submitted on a separate form.**

City of New Bern Budget  
Fiscal Year 2010-11

<b>Fund:</b>	<b>General</b>	<b>Number of Full-Time Equivilant Employees:</b>				<b>9</b>
<b>Department:</b>	<b>Public Works</b>	<b>Number of New Positions Requested</b>				<b>0</b>
<b>Organization:</b>	<b>Leaf &amp; Limb</b>	<b>Number of New Positions Recommended</b>				<b>0</b>
		<b>Actual</b>	<b>Current</b>	<b>Estimated</b>	<b>Department</b>	<b>Manager's</b>
		<b>Last Year</b>	<b>Budget</b>	<b>Entire Year</b>	<b>Request</b>	<b>Recommended</b>
<b>Account Number</b>	<b>Description</b>	<b>FY2008-09</b>	<b>FY2009-10</b>	<b>FY2009-10</b>	<b>FY2010-11</b>	<b>FY2010-11</b>
1111-8070-61101-730	Salaries - Regular	276,233	305,645	299,560	311,016	311,016
1111-8070-61102-730	Salaries - Holiday	11,528	0	0	0	0
1111-8070-61103-730	Salaries - Vacation	15,442	0	0	0	0
1111-8070-61104-730	Salaries - Sick	5,309	0	0	0	0
1111-8070-61121-730	Salaries - Overtime	32,997	33,000	25,000	12,500	12,500
1111-8070-61161-730	Salaries - Seasonal	12,692	12,054	11,216	12,000	12,000
1111-8070-61181-730	Salaries - Taxable Benefits	797	2,988	2,323	2,314	2,314
<b>Salaries Sub-Total</b>		<b>354,998</b>	<b>353,687</b>	<b>338,099</b>	<b>337,830</b>	<b>337,830</b>
1111-8070-62110-730	Social Security Tax	21,823	21,929	20,563	20,946	20,946
1111-8070-62112-730	Medicare Tax	5,104	5,129	4,813	4,899	4,899
1111-8070-62210-730	State Retirement	16,766	17,331	15,987	21,017	21,017
1111-8070-62220-730	401K	20,490	21,222	19,556	19,550	16,292
1111-8070-62810-730	Health/Life Insurance	74,206	88,200	88,200	90,000	88,200
<b>Fringe Benefits Sub-Total</b>		<b>138,389</b>	<b>153,811</b>	<b>149,119</b>	<b>156,412</b>	<b>151,354</b>
<b>Personnel Services</b>		<b>493,387</b>	<b>507,498</b>	<b>487,218</b>	<b>494,242</b>	<b>489,184</b>
1111-8070-72130-730	Employee Travel & Training	426	400	111	400	400
1111-8070-72210-730	Telephone Service	1,350	0	217	300	300
1111-8070-72310-730	Utilities	8,931	8,400	9,785	10,500	10,500
1111-8070-72520-730	R & M - Equipment	16,098	17,000	14,000	17,000	17,000
1111-8070-72532-730	Central Garage Charges	42,145	40,181	52,865	40,181	48,805
1111-8070-72790-730	Advertising	0	200	0	0	0
1111-8070-72890-730	Miscellaneous Other Services	3,659	4,000	3,700	3,800	3,800
<b>Current Obligations &amp; Services</b>		<b>72,609</b>	<b>70,181</b>	<b>80,678</b>	<b>72,181</b>	<b>80,805</b>
1111-8070-73163-730	Lease Payments-Other	9,000	10,000	9,198	0	0
1111-8070-73190-730	Miscellaneous Other Rentals	2,335	1,300	1,330	1,350	1,350
<b>Fixed Charges &amp; Other Services</b>		<b>11,335</b>	<b>11,300</b>	<b>10,528</b>	<b>1,350</b>	<b>1,350</b>
1111-8070-74110-730	Uniforms	737	1,500	1,018	1,500	1,500
1111-8070-74410-730	Construction & Repair Supplies	3,118	4,000	4,000	4,000	4,000
1111-8070-74420-730	Equipment Parts	20,477	25,000	30,000	30,000	30,000
1111-8070-74510-730	Central Fuel Charges	65,982	67,000	58,600	72,000	72,000
1111-8070-74610-730	Office Supplies & Materials	58	300	200	300	300
1111-8070-74910-730	Other Supplies & Materials	3,169	6,000	4,667	4,800	4,800
1111-8070-74914-730	Furniture & Eqmt Non-Capital	0	500	0	0	0
1111-8070-74930-730	IT Supplies	0	300	0	200	200
1111-8070-74944-730	Fuel Charges Non-Highway	636	750	650	500	500

City of New Bern Budget  
Fiscal Year 2010-11

Account Number	Description	Actual Last Year FY2008-09	Current Budget FY2009-10	Estimated Entire Year FY2009-10	Department Request FY2010-11	Manager's Recommended FY2010-11
1111-8070-74970-730	Safety Supplies	599	500	600	500	500
<b>Supplies &amp; Materials</b>		<b>94,776</b>	<b>105,850</b>	<b>99,735</b>	<b>113,800</b>	<b>113,800</b>
1111-8070-75192-750	I/P Other Equipment	0	0	101,800	0	0
1111-8070-75210-750	Motor Vehicles	5,800	0	0	0	0
1111-8070-75212-750	I/P Motor Vehicles	0	0	0	167,835	105,000
<b>Capital Expenses</b>		<b>5,800</b>	<b>0</b>	<b>101,800</b>	<b>167,835</b>	<b>105,000</b>
1111-8070-77101-790	I/P Principal Payments	103,503	85,306	85,304	102,102	102,102
1111-8070-77201-795	I/P Interest Payments	9,949	6,597	6,595	7,534	7,534
<b>Installment Payments</b>		<b>113,452</b>	<b>91,903</b>	<b>91,899</b>	<b>109,636</b>	<b>109,636</b>
<b>Leaf &amp; Limb TOTALS:</b>		<b>791,359</b>	<b>786,732</b>	<b>871,858</b>	<b>959,044</b>	<b>899,775</b>