

Water Treatment

Org. 9202

<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	\$173,704	\$ 362,329	\$ 418,308	\$ 414,008
Operating	88,597	761,480	1,220,151	1,215,681
Debt Service	0	0	0	0
Capital Outlay	0	58,000	0	0
Total	\$262,301	\$1,181,809	\$1,638,459	\$1,629,689

Full-Time Positions	8	8	7	7
Part-Time Positions	0	0	0	0

Purpose and Mission

The Water Treatment Division is responsible for providing a safe and dependable water supply to all citizens of the City. This division is responsible for the operation and maintenance of the City's newly constructed water treatment plant, 20 production wells, 6 elevated storage tanks, and 3 ground storage tanks. Every effort is made by this division to ensure that the City's water supply meets or exceeds all State and Federal water quality standards.

Budget Highlights

- \$455,500 – Utilities for the operation of the new water treatment plant and 20 production wells
- \$422,500 – Chemicals for water treatment and lab testing to meet State and Federal regulations
- \$130,000 – Service and maintenance of 5 elevated water tanks and 2 ground storage tanks
- \$ 39,300 – Contract lab analysis, proficiency samples, equipment calibration
- \$ 37,000 – Repair and maintenance of existing pump and well components

POSITION SUMMARY

Fund: Water
 Department: Water Resources

Org. 9202

PERSONNEL

<u>Class Title</u>	<u>Grade</u>	<u>2009-10 Authorized</u>	<u>2010-11 Requested</u>	<u>2010-11 Recommended</u>
Water Treatment				
Water Treatment Plant Man	20	1	1	1
Facilities Maintenance Super.	16	1	1	1
Laboratory Supervisor	16	1	1	1
Laboratory Technician I	10	2	1 (1)	1 (1)
Office Assistant III	9	1	1	1
Water Treatment Plant Oper. I	8	2	2	2
Full-time		8	7	7
Part-time		0	0	0

(1) Position transferred to Sewer Treatment (Org. 9402) based on job responsibilities.

1. PURPOSE: <input type="checkbox"/> New Position - Full Time <input type="checkbox"/> New Position - Part Time <input type="checkbox"/> Temporary Position - Full Time <input type="checkbox"/> Temporary Position - Part Time <input type="checkbox"/> Upgrade Part Time to Full Time <input type="checkbox"/> Upgrade Seasonal to Part-Time	TYPE OF REQUEST <input type="checkbox"/> Internship <input checked="" type="checkbox"/> Division/Department Transfer <input type="checkbox"/> Elimination of Position <input type="checkbox"/> Hold Vacant Position <input type="checkbox"/> Grant-Funded Position <input type="checkbox"/> Position Modification	REASONS FOR REQUEST <input type="checkbox"/> New Program <input type="checkbox"/> Expanded Program <input type="checkbox"/> Temporary Vacancy <input type="checkbox"/> Temporary Program/Need <input type="checkbox"/> Administrative Reorganization <input type="checkbox"/> Operation of New Capital Improvement <input type="checkbox"/> Economy of Operations <input type="checkbox"/> Other
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2. JUSTIFICATION: With the addition of the new water treatment plant, Lab Tech D. Davis will no longer perform water treatment tasks; therefore, her position will transfer to the sewer treatment budget. (Transfer from Org. 9202 to 9402)

3. DESCRIPTION OF POSITION(S) REQUESTED/VACATED:

Number Of Positions	Position Title	Estimated Date of Hire/Vacancy	Previous Grade/Salary	Proposed Grade/Salary	Estimated Cost Salary & Benefits This Year	Estimated Cost Salary & Benefits Each Year	Additional Cost (e.g. Equipment, Training, Uniforms) This Year	Additional Cost (e.g. Equipment, Training, Uniforms) Each Year
1	Laboratory Technician I	7/01/10	10	10	\$44,662	\$44,662	\$0	\$0

4. ADDITIONAL INFORMATION

A. For Grant-Funded Positions Only 1 Total amount of grant award: \$ _____ 2 For what period of time is grant awarded? From: _____ To: _____ 3 Are local matching funds required? Yes: <input type="checkbox"/> No: <input type="checkbox"/> 4 Is grant renewable? Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes, upon reapplication and award: <input type="checkbox"/> 5 What are allowable costs under the grant? (Check all that apply!) Salary: <input type="checkbox"/> Overtime: <input type="checkbox"/> Benefits: _____ Uniforms: <input type="checkbox"/> Equipment: <input type="checkbox"/> Training: _____ Other: _____ 6 Do you anticipate retaining this position after grant funding expires? Yes: <input type="checkbox"/> No: <input type="checkbox"/> 7 Does the grant require position to be sustained? Yes: <input type="checkbox"/> No: <input type="checkbox"/> If yes, length of time: _____	B. Total Number of Positions <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <td></td> <td>Actual</td> <td>Requested</td> </tr> <tr> <td>Full-time</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Part-time</td> <td>_____</td> <td>_____</td> </tr> </table>		Actual	Requested	Full-time	_____	_____	Part-time	_____	_____
	Actual	Requested								
Full-time	_____	_____								
Part-time	_____	_____								

ATTACHMENTS (if applicable) <input type="checkbox"/> Job Description(s) <input type="checkbox"/> Grant Specifications <input type="checkbox"/> Position Announcement <input type="checkbox"/> Other <input type="checkbox"/> Organizational Chart	APPROVED BY: Human Res. _____ Date: _____ City Manager _____ Date: _____
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TRAINING & TRAVEL REQUEST 2010-11

Water Treatment

Account # 72130

Org. 9202

Projected Date(s) of Travel	Name of Event/Meeting	Location of Event/Meeting	Employees Involved (positions)	Projected Costs
Various Dates - Scheduled by State	Water Distribution Certification School	Community College in Eastern N.C.	Plant Manger, Plant Operators	\$1,750
Various Dates -- Scheduled by State	Continuing Education - (6) Hrs Required for Cert. Renewal	Community College in Easter N.C.	Plant Manger, Plant Operators	\$375
April 2011	AWWA-WEA Spring Conference	New Bern, NC	Plant Manger	\$525
Various Dates	Commercial Drivers License Renewals	N.C. Division of Motor Vehicles	Plant Manger, Plant Operators	\$250
TOTAL:				\$2,900

Water Treatment

DUES & SUBSCRIPTIONS 2010-11
Account #73810

Org. 9202

Name of Organization	Projected Costs
NC RWA	\$195
NC WOA	\$105
State Laboratory of Public Health (Water Lab 37664)	\$250
NC DENR / PWS (Permit No. 04-25-010)	\$2,925
AWWA-WEA	\$50
TOTAL:	\$3,525

City of New Bern Budget
Fiscal Year 2010-11

Fund:	Water Fund	Number of Full-Time Equivilant Employees FY10-11:				7
Department:	Water Resources	Number of New Positions Requested				0
Organization:	Water Treatment	Number of New Positions Recommended				0
		Actual	Current	Estimated	Department	Manager's
		Last Year	Budget	Entire Year	Request	Recommended
Account Number	Description	FY2008-09	FY2009-10	FY2009-10	FY2010-11	FY2010-11
5111-9202-61101-775	Salaries - Regular	113,678	224,519	236,760	281,744	281,744
5111-9202-61102-775	Salaries - Holiday	3,260	7,520	0	0	0
5111-9202-61103-775	Salaries - Vacation	2,660	5,590	0	0	0
5111-9202-61104-775	Salaries - Sick	1,960	3,726	0	0	0
5111-9202-61121-775	Salaries - Overtime	1,166	1,000	2,660	3,000	3,000
5111-9202-61141-775	Salaries - Call Back	435	1,000	700	1,500	1,500
5111-9202-61181-775	Salaries - Taxable Benefits	250	3,230	2,617	3,770	3,770
Salaries Sub-Total		123,409	246,585	242,737	290,014	290,014
5111-9202-62110-775	Social Security Tax	7,163	15,289	14,570	17,981	17,981
5111-9202-62112-775	Medicare Tax	1,675	3,576	3,420	4,206	4,206
5111-9202-62210-775	State Retirement	5,882	12,083	11,766	18,706	18,706
5111-9202-62220-775	401K	7,188	14,796	14,408	17,401	14,501
5111-9202-62810-775	Health/Life Insurance	28,387	70,000	70,000	70,000	68,600
Fringe Benefits Sub-Total		50,295	115,744	114,164	128,294	123,994
Personnel Services		173,704	362,329	356,901	418,308	414,008
5111-9202-71114-775	Medical Professional Services	0	0	0	250	250
5111-9202-71118-775	Engineering Professional Services	0	0	0	5,000	5,000
Professional Services		0	0	0	5,250	5,250
5111-9202-72130-775	Employee Travel & Training	712	3,000	1,000	2,900	2,900
5111-9202-72210-775	Telephone Service	0	200	200	500	500
5111-9202-72310-775	Utilities	0	310,000	80,000	455,500	455,500
5111-9202-72410-775	Printing	4,111	4,200	4,200	10,000	10,000
5111-9202-72520-775	R & M - Equipment	0	5,000	0	12,500	12,500
5111-9202-72532-775	Central Garage Charges	0	5,000	0	5,000	530
5111-9202-72566-775	R & M - System Improvements	0	40,000	40,000	25,000	25,000
5111-9202-72570-775	R & M - Well Buildings	0	0	0	5,800	5,800
5111-9202-72572-775	R & M - Well Equipment	0	0	0	37,000	37,000
5111-9202-72610-775	Freight, Express, Deliveries	0	0	0	150	150
5111-9202-72890-775	Miscellaneous Other Services	9,730	100,000	40,000	45,300	45,300
Current Obligations & Services		14,553	467,400	165,400	599,650	595,180
5111-9202-73110-775	Land Rentals	0	0	0	500	500
5111-9202-73130-775	Copier Rental	0	1,590	0	2,226	2,226
5111-9202-73160-775	Lease Payments-Computers	0	2,100	0	500	500
5111-9202-73180-775	Miscellaneous Equipment Rentals	0	0	0	10,250	10,250
5111-9202-73210-775	Service & Maintenance Contracts	0	7,500	1,000	5,000	5,000

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
5111-9202-73270-775	S & M Contracts-Tanks	0	0	0	130,000	130,000
5111-9202-73810-775	Dues & Subscriptions	3,290	3,290	3,420	3,525	3,525
Fixed Charges & Other Services		3,290	14,480	4,420	152,001	152,001
5111-9202-74120-775	Janitorial Supplies	34	750	250	1,500	1,500
5111-9202-74110-775	Uniforms	0	600	143	3,750	3,750
5111-9202-74420-775	Equipment Parts	0	0	0	9,500	9,500
5111-9202-74510-775	Central Fuel Charges	0	0	0	7,500	7,500
5111-9202-74610-775	Office Supplies & Materials	0	0	0	4,500	4,500
5111-9202-74910-775	Other Supplies & Materials	0	0	0	4,500	4,500
5111-9202-74930-775	IT Supplies	0	750	750	500	500
5111-9202-74944-775	Fuel Charges Non-Highway	0	0	250	5,500	5,500
5111-9202-74970-775	Safety Supplies	0	0	0	500	500
5111-9202-74980-775	Chemicals	69,785	275,000	175,000	422,500	422,500
5111-9202-74990-775	Miscellaneous Supplies	935	2,500	11,000	3,000	3,000
Supplies & Materials		70,754	279,600	187,393	463,250	463,250
5111-9202-75210-750	Motor Vehicles	0	40,000	0	0	0
5111-9202-75190-750	Other Equipment	0	18,000	0	0	0
Capital Expenses		0	58,000	0	0	0
Water Treatment TOTALS:		262,301	1,181,809	714,114	1,638,459	1,629,689