

# Sewer Collection System Maintenance

Org. 9404

<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	\$1,543,099	\$1,727,087	\$1,486,882	\$1,471,350
Operating	1,445,162	1,563,513	1,969,740	1,897,900
Debt Service	894,836	1,262,439	1,213,262	1,213,262
Capital Outlay	37,345	812,000	1,275,000	825,000
Total:	\$3,920,442	\$5,365,039	\$5,944,884	\$5,407,512
Full-Time Positions	36	36	30	30
Part-Time Positions	0	0	0	0

## **Purpose and Mission**

The Sewer System Maintenance Division is responsible for the maintenance and operations of the City's sanitary sewer collection system. The sanitary sewer collection system contains over 300 of miles pipe line, 3,727 manholes, approximately 3,100 residential pump stations, 108 major collection pump stations, and 5 vacuum sewer stations. Crews within this division are responsible for repairing leaks, making new connections, installing taps, and maintaining all infrastructure and equipment. This division works in close coordination with the Water Operations Division, and employees from both divisions work interchangeably in emergency situations.

## **Budget Highlights**

- 2 Utility Maint. Worker II positions and 1 Utility Maint. Worker I position will be frozen and unfunded for in FY2010-11
- \$350,000 – Utilities required to run 108 sanitary sewer lift stations and operations facilities
- \$30,000 – Half of Water & Sewer rate study
- \$30,000 – Repair and maintenance of operational equipment; backhoes, excavators, pumps, air compressors
- \$85,000 – Repair and maintenance of sanitary sewer lift stations
- \$43,000 – Repair and maintenance of Air-Vac sewer stations
- \$35,000 – Temporary seasonal help to maintain utility easements per State requirements
- \$40,898 – Rent for Kale Road property
- \$30,000 – NC One Call and contract locating services
- \$400,000 – Pumps and accessories for Township No. 7 STEP System
- \$105,000 – Control panels for Township No. 7 STEP System
- \$125,000 – Pipe and fittings for Township No 7 STEP System
- \$1,275,000 – Capital Outlay – \$400,000 Northwest Interceptor Rehabilitation Project; \$145,000 Pump Replacement at LS #10, \$160,000 Rebuild LS #33; \$450,000 Engineering costs for TWP 7 Phase III project; Relocate Trent Road sewer line

## POSITION SUMMARY

Fund: Sewer  
 Department: Water Resources

Org. 9404

PERSONNEL

<u>Class Title</u>	<u>Grade</u>	<u>2009-10 Authorized</u>	<u>2010-11 Requested</u>	<u>2010-11 Recommended</u>
<b>Sewer Collection System Maintenance</b>				
Facilities Maintenance Super.	16	1	1	1
Water/Sewer Const. Super.	16	1	0 (1)	0 (1)
Water/Sewer Crew Supervisor	12	2	2	2
Utility Maintenance Lead Worker	8	2	2	2
Utility Maintenance Worker II	7	7	4 (2)	4 (2),(5)
Utility Maintenance Worker I	6	9	7 (3)	7 (3),(6)
Equipment Operator II	10	2	1 (1)	1 (1)
Equipment Operator I	8	1	1	1
Telemetry Control Technician	16	1	1	1
Sr. Maintenance Worker	6	1	1	1
Pump Station Mechanic I	9	7	8 (4)	8 (4)
Pump Station Mechanic II	10	1	1	1
Electrician	14	1	1	1
		<b>36</b>	<b>30</b>	<b>30</b>
<b>Full-time</b>				
<b>Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>

- (1) Transferred to Water Distribution Maint. (Org. 9204).
- (2) Three Utility Maintenance Worker II positions transferred to Water Distribution Maint. (Org. 9204).
- (3) Two Utility Maintenance Worker I positions transferred to Water Distribution Maint. (Org. 9204).
- (4) Transferred from Water Distribution Maint. (Org. 9204).
- (5) Two of the four positions are vacant and not funded in the budget.
- (6) One position is vacant and not funded.

<b>1. PURPOSE:</b>  <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	<b>TYPE OF REQUEST</b>  <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	<b>REASONS FOR REQUEST</b>  <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:** The Water/Sewer Construction Superintendent position will transfer from Sewer Maintenance to Water Maintenance to better reflect actual duties. (Transfer from Org. 9404 to 9204)

**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	Water/Sewer Construction Super	7/10	16	16	\$56,624	\$56,624	\$0	\$0

**4. ADDITIONAL INFORMATION**

<b>A. For Grant-Funded Positions Only</b> 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>B. Total Number of Positions</b> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <td></td> <td style="width:10%;">Actual</td> <td style="width:10%;">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										

<b>ATTACHMENTS</b> (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	<b>APPROVED BY:</b> Human Res. _____ Date: _____ City Manager _____ Date: _____
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<b>1. PURPOSE:</b>  <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	<b>TYPE OF REQUEST</b>  <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	<b>REASONS FOR REQUEST</b>  <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:** An Equipment Operator II position will transfer from Sewer Maintenance to Water Maintenance to better reflect actual duties. (Transfer from Org. 9404 to 9204)

**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	Equipment Operator II	7/10	10	10	\$49,219	\$49,219	\$0	\$0

**4. ADDITIONAL INFORMATION**

<b>A. For Grant-Funded Positions Only</b> 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>B Total Number of Positions</b> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th style="width:15%;">Actual</th> <th style="width:15%;">Requested</th> </tr> </thead> <tbody> <tr> <td>Full-time</td> <td></td> <td></td> </tr> <tr> <td>Part-time</td> <td></td> <td></td> </tr> </tbody> </table>		Actual	Requested	Full-time			Part-time		
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<b>ATTACHMENTS</b> (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	<b>APPROVED BY:</b> Human Res. _____ Date: _____ City Manager: _____ Date: _____
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<b>1. PURPOSE:</b> <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	<b>TYPE OF REQUEST</b> <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	<b>REASONS FOR REQUEST</b> <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:** (2) Utility Maintenance Worker II positions will transfer from Sewer Maintenance to Water Maintenance to better reflect actual duties. (Transfer from Org. 9404 to 9204)

A frozen vacant position is not requested to be funded.

**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
2	Utility Maintenance Worker II	7/10	7	7	\$79,770	\$79,770	\$0	\$0

**4. ADDITIONAL INFORMATION**

<b>A.</b>	<b>For Grant-Funded Positions Only</b>	<b>B. Total Number of Positions</b>									
1	Total amount of grant award: \$	<table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width:50%;"></td> <td style="width:50%;">Actual</td> <td style="width:50%;">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											
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>ATTACHMENTS</b> (if applicable).	<b>APPROVED BY:</b>
<input type="checkbox"/> Job Description(s)	Human Res. _____ Date: _____ City Manager _____ Date: _____
<input type="checkbox"/> Position Announcement	
<input type="checkbox"/> Organizational Chart	
<input type="checkbox"/> Grant Specifications	
<input type="checkbox"/> Other	

<b>1 PURPOSE:</b> <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	<b>TYPE OF REQUEST</b> <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	<b>REASONS FOR REQUEST</b> <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:** (3) Utility Maintenance Worker I positions will transfer from Sewer Maintenance to Water Maintenance to better reflect actual duties. (Transfer from Org. 9404 to 9204)

**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
3	Utility Maintenance Worker I	7/10	6	6	\$115,335	\$115,335	\$0	\$0

**4 ADDITIONAL INFORMATION**

<b>A.</b>	<b>For Grant-Funded Positions Only</b>	<b>B. Total Number of Positions</b>
	1. Total amount of grant award: \$ _____	Actual Requested
	2. For what period of time is grant awarded? From: _____ To: _____	Full-time _____
	3. Are local matching funds required? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	Part-time _____
	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>ATTACHMENTS</b> (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	<b>APPROVED BY:</b> Human Res. _____ Date: _____ City Manager: _____ Date: _____
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**TRAINING & TRAVEL REQUEST 2010-11**

Sewer Collection System Maintenance

Account # 72130

Org. 9404

Projected Date(s) of Travel	Name of Event/Meeting	Location of Event/Meeting	Employees Involved (positions)	Projected Costs
Various Dates – Scheduled by State	Wastewater Collections Certification Training	Community Colleges in Eastern N.C.	Superintendents, Supervisors, Lead Workers, UMWII's – (27)	\$2,700
Various Dates	CDL Licenses & Renewals	N.C. Division of Motor Vehicles	(27) - Required to maintain C.D.L licenses with tanker endorsements	\$5,909
<b>TOTAL:</b>				<b>\$8,609</b>

Sewer Collection System Maintenance

**DUES & SUBSCRIPTIONS 2010-11**

Account #73810

Org. 9404

Name of Organization	Projected Costs
N.C. Dept. of Environment & Natural Resources – Division of Water Quality – Permit WQCS00052	\$1,310
Eastern Water & Wastewater Network	\$25
North Carolina Water Works Operators Association	\$165
<b>TOTAL:</b>	<b>\$1,500</b>

## CAPITAL OUTLAY SUMMARY

Fund: Sewer  
 Department: Water Resources

Org. 9404

CAPITAL OUTLAY

<u>Item</u>	<u>New/ Replacement</u>	<u>2010-11 Request</u>	<u>2010-11 Recommended</u>
<b>Sewer Collection System Maintenance</b>			
Township 7 Sewer Improvements Phase III Engineering Services	N	\$ 450,000 (1)	\$ 0
Northwest Interceptor Sewer Main	R	\$ 400,000 (2)	\$400,000 (2)
Lift Station #10 Install 3 <sup>rd</sup> Pump	R	\$ 145,000	\$145,000 (3)
Lift Station #33 Total Rebuild	R	\$ 160,000	\$160,000 (3)
Trent Road sewer line	R	<u>\$ 120,000</u>	<u>\$120,000</u> (4)
<b>Total</b>		<b>\$1,275,000</b>	<b>\$825,000</b>

- (1) Recommend establish Capital Project Fund effective 07/01/10. Transfer from Water Fund will fund until the project is ready to be bid and can be financed through an Installment Purchase.  
 (2) Due to critical need for improvement, recommend funding by temporary loan from Water Fund  
 (3) Recommend Installment Purchase finance at 4.75 years; payments beginning FY 2011-12  
 (4) We received notification from NC Dept. of Transportation that they will be starting this project, which requires us to relocate our sewer lines.

**SUPPLEMENTAL EQUIPMENT REQUEST**

**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:** To move forward with Phase-III of the Township No. 7 Sewer Improvements Project the engineering services will need to be initiated in FY11. The \$450,000 estimate includes surveying, route evaluation, preparation of plans and specifications, bids and negotiations, and preparation of SRF funding application package.

**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	Township #7 Sewer Improvements Ph. III	Aug. 2010	N/A	N/A	\$450,000	N/A	N/A	N/A

**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
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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		Garage: _____	Date: _____
3 Fair	6. Other	C Sell	F Other	City Manager: _____	Date: _____
4 Good		D. Place in reserve			

**SUPPLEMENTAL EQUIPMENT REQUEST**

<b>1. PURPOSE:</b>		<b>CAPITAL</b>		<b>REASONS FOR REQUEST</b>					
<i>(Check all that apply!)</i>		<input type="checkbox"/> New	<input type="checkbox"/> Hardware	<input type="checkbox"/> New Program	<input type="checkbox"/> Routine Scheduled Replacement	<input type="checkbox"/> Economy of Operations			
		<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Software	<input type="checkbox"/> Expanded Program	<input type="checkbox"/> Operation of New Capital Improvement	<input type="checkbox"/> Other			
<b>2. JUSTIFICATION:</b> Replacement of a portion of the Northwest Interceptor sewer main. This 30" concrete pipe has shown signs of severe deterioration over the past several years. A failure on this main would significantly disrupt sewer service to approximately 50% of the City's customers. This project was scheduled for completion and budgeted in FY10, but has been deferred until FY11. The project estimate of \$400,000 includes engineering, surveying, permitting, construction, and contingencies.									
<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	Norwest Interceptor Rehabilitation Project	Early Spring 2011	40	N/A	\$400,000	N/A	N/A	N/A	
<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	30" Non-Reinforced Concrete Pipe	N/A	Early 1980's	N/A	2	F	N/A	N/A	
<b>CONDITION CODE</b>			<b>DISPOSITION CODE</b>						
1. Wrecked/Damaged	5. Obsolete, parts no longer available	A. Scrap	E. Transfer to another Department	Director of Finance: _____		Date: _____			
2. Poor	6. Other	B. Trade	F. Other	Garage: _____		Date: _____			
3. Fair		C. Sell		City Manager: _____		Date: _____			
4. Good		D. Place in reserve							

**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:** Replacement of a major submersible waste water pump in Lift Station No. 10 which is considered a "very critical" station due to its location and the amount of flow that is sent to the station. This station receives all of the sewer flow that is pumped from Township No. 7 (Taberna, Carolina Colours, Brice's Crossing, Longleaf Pines, etc ). This station is located with 50' of the Trent River, and a failure at this station could result in a major environmental issue.

**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	LS # 10 Pump & Accessory Replacement	Sept. 2010	20	N/A	\$145,000	N/A	N/A	N/A

**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	(1) Submersible Pump & Accessories	N/A	Early 1980's	N/A	1	A	N/A	N/A

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

<b>1. PURPOSE:</b> (Check all that apply!)	<b>CAPITAL</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Hardware <input type="checkbox"/> Software	<b>REASONS FOR REQUEST</b> <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
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**2. JUSTIFICATION:** Complete rebuild and upgrade of Lift Station No. 33. This lift station has been operating at maximum capacity for a number of years. With the current demand on this station, a by-pass pump has to be continually connected to the station to handle daily peak flows. This rebuild will involve replacing the existing pumps, control panel, telemetry system, valves and piping.

**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	LS # 33 Pump Station Rebuild	Sept. 2010	20	N/A	\$160,000	N/A	N/A	N/A

**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	Pump Station Equipment Package	N/A	Early 1980's	N/A	2	A	N/A	N/A

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		Garage: _____	Date: _____
3 Fair	6. Other	C. Sell	F Other	City Manager: _____	Date: _____
4 Good		D. Place in reserve			

City of New Bern Budget  
Fiscal Year 2010-11

<b>Fund:</b>	Sewer Fund	<b>Number of Full-Time Equivilant Employees:</b>			30	
<b>Department:</b>	Water Resources	<b>Number of New Positions Requested</b>			0	
<b>Organization:</b>	Sewer Collection System Maint.	<b>Number of New Positions Recommended</b>			0	
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
5211-9404-61101-767	Salaries - Regular	810,845	837,620	908,930	873,106	873,106
5211-9404-61102-767	Salaries - Holiday	35,529	68,000	0	0	0
5211-9404-61103-767	Salaries - Vacation	37,568	75,000	0	0	0
5211-9404-61104-767	Salaries - Sick	30,222	40,000	0	0	0
5211-9404-61121-767	Salaries - Overtime	50,111	45,000	35,420	34,783	34,783
5211-9404-61131-767	Salaries - Standby	18,593	15,000	17,570	16,423	16,423
5211-9404-61141-767	Salaries - Call Back	98,128	85,000	81,900	77,072	77,072
5211-9404-61161-767	Salaries - Seasonal	0	0	899	0	0
5211-9404-61181-767	Salaries - Taxable Benefits	4,348	12,520	12,580	11,839	11,839
<b>Salaries Sub-Total</b>		<b>1,085,344</b>	<b>1,178,140</b>	<b>1,057,299</b>	<b>1,013,223</b>	<b>1,013,223</b>
5211-9404-62110-767	Social Security Tax	64,562	73,045	63,403	62,820	62,820
5211-9404-62112-767	Medicare Tax	15,099	17,084	14,831	14,692	14,692
5211-9404-62210-767	State Retirement	48,613	57,729	50,458	65,353	65,353
5211-9404-62220-767	401K	60,110	70,689	61,778	60,794	50,662
5211-9404-62810-767	Health/Life Insurance	269,371	330,400	330,400	270,000	264,600
<b>Fringe Benefits Sub-Total</b>		<b>457,755</b>	<b>548,947</b>	<b>520,870</b>	<b>473,659</b>	<b>458,127</b>
<b>Personnel Services</b>		<b>1,543,099</b>	<b>1,727,087</b>	<b>1,578,169</b>	<b>1,486,882</b>	<b>1,471,350</b>
5211-9404-71114-767	Medical Professional Services	597	1,800	250	750	750
5211-9404-71118-767	Engineering Professional Services	0	50,000	5,400	30,000	30,000
<b>Professional Services</b>		<b>597</b>	<b>51,800</b>	<b>5,650</b>	<b>30,750</b>	<b>30,750</b>
5211-9404-72130-767	Employee Travel & Training	6,747	9,000	7,000	8,609	6,500
5211-9404-72210-767	Telephone Service	6,226	11,800	1,200	1,200	1,200
5211-9404-72310-767	Utilities	304,988	315,000	349,200	350,000	350,000
5211-9404-72410-767	Printing	2,524	1,500	0	500	500
5211-9404-72510-767	R & M - Buildings	759	2,600	150	1,500	1,500
5211-9404-72520-767	R & M - Equipment	16,701	25,500	15,000	30,000	30,000
5211-9404-72522-767	R & M - Lift Stations	46,324	55,000	85,000	85,000	75,000
5211-9404-72530-767	R & M - Vehicles	2,312	2,000	2,500	3,000	2,500
5211-9404-72532-767	Central Garage Charges	68,364	63,784	73,966	63,784	74,302
5211-9404-72566-767	R & M - System Improvements	0	0	160,650	50,000	37,751
5211-9404-72567-767	R & M - Sewer NB 7	0	5,000	350	5,000	5,000
5211-9404-72568-767	R & M - Field Structures	2,622	57,900	15,500	62,000	40,000
5211-9404-72574-767	R & M - Telemetry	1,554	12,000	6,800	12,000	12,000
5211-9404-72578-767	R & M - Electric NB 7	5,268	5,000	3,500	4,000	4,000
5211-9404-72590-767	R & M - Other	30,408	25,000	20,000	25,000	25,000
5211-9404-72610-767	Freight, Express, Deliveries	77	200	0	150	150
5211-9404-72820-767	Temporary Help Services	15,925	20,000	15,000	20,000	20,000
5211-9404-72890-767	Miscellaneous Other Services	8,405	7,000	4,900	5,500	5,500

City of New Bern Budget  
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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
<b>Current Obligations &amp; Services</b>		<b>519,204</b>	<b>618,284</b>	<b>760,716</b>	<b>727,243</b>	<b>690,903</b>
5211-9404-73110-767	Land Rentals	2,002	3,500	3,500	5,400	5,400
5211-9404-73115-767	Kale Road Rent	0	40,900	40,899	40,899	40,899
5211-9404-73160-767	Lease Payments-Computers	3,157	3,160	3,158	1,579	1,579
5211-9404-73180-767	Miscellaneous Equipment Rentals	11,357	9,000	12,000	12,000	12,000
5211-9404-73210-767	Service & Maintenance Contracts	18,706	32,000	20,000	32,000	32,000
5211-9404-73240-767	S & M Contracts-Security Systems	276	369	369	369	369
5211-9404-73250-767	S & M Contracts-Telemetry	0	6,000	0	6,000	6,000
5211-9404-73340-767	Insurance Claims	1,437	10,000	2,850	8,000	3,000
5211-9404-73810-767	Dues & Subscriptions	2,551	1,500	1,500	1,500	1,500
<b>Fixed Charges &amp; Other Services</b>		<b>39,486</b>	<b>106,429</b>	<b>84,276</b>	<b>107,747</b>	<b>102,747</b>
5211-9404-74110-767	Uniforms	3,306	10,000	5,690	6,500	6,000
5211-9404-74120-767	Janitorial Supplies	2,011	1,200	2,000	2,250	2,250
5211-9404-74210-767	Food & Provisions	558	500	500	250	250
5211-9404-74420-767	Equipment Parts	5,993	12,500	12,000	12,500	12,500
5211-9404-74450-767	Street Repair	29,052	12,000	15,000	21,000	21,000
5211-9404-74458-767	Manholes	59	6,000	1,600	6,000	6,000
5211-9404-74460-767	Valves & Pits - New	5,103	4,800	20,000	20,000	20,000
5211-9404-74462-767	Valves & Pits - Maintenance	390	12,000	18,500	30,000	30,000
5211-9404-74466-767	Pumps & Pits NB 7	412,472	300,000	325,000	400,000	370,000
5211-9404-74467-767	Control Panels/Elec Supplies NB 7	0	30,000	32,000	107,000	107,000
5211-9404-74468-767	Pipe & Fittings NB 7	138,667	115,000	120,000	125,000	125,000
5211-9404-74470-767	Pipe & Fittings	19,879	18,500	35,000	28,000	28,000
5211-9404-74472-767	Pipe & Fittings-Lift Stations	10,008	5,500	28,000	8,000	8,000
5211-9404-74476-767	Rings & Covers	1,756	6,000	0	3,000	3,000
5211-9404-74494-767	Other Supplies & Mat-Lift Station	58,387	75,000	75,000	70,000	70,000
5211-9404-74510-767	Central Fuel Charges	86,645	95,000	90,000	90,200	90,200
5211-9404-74610-767	Office Supplies & Materials	1,741	3,000	2,500	2,500	2,500
5211-9404-74910-767	Other Supplies & Materials	59,964	52,000	30,000	55,000	55,000
5211-9404-74930-767	IT Supplies	0	500	0	500	500
5211-9404-74944-767	Fuel Charges Non-Highway	381	6,000	3,000	3,000	3,000
5211-9404-74970-767	Safety Supplies	9,005	10,000	3,000	2,800	2,800
5211-9404-74972-767	Safety Supplies-Lift Stations	1,362	1,500	500	1,000	1,000
5211-9404-74981-767	Chemicals for Sample Collections	9,709	10,000	8,000	9,500	9,500
<b>Supplies &amp; Materials</b>		<b>856,448</b>	<b>787,000</b>	<b>827,290</b>	<b>1,004,000</b>	<b>973,500</b>
5211-9404-75190-750	Other Equipment	15,624	20,000	187,580	0	0
5211-9404-75192-750	I/P Other Equipment	21,721	300,000	298,677	305,000	305,000
5211-9404-75212-750	I/P Motor Vehicles	0	92,000	0	0	0
5211-9404-75530-750	Sewer Improvements	0	0	0	520,000	520,000
5211-9404-75532-750	I/P Sewer Improvements	0	400,000	0	0	0
5211-9404-75617-750	Tryon History Center UG Project	0	0	386,102	0	0
Capital Project	Township 7 Improvements			0	450,000	0

City of New Bern Budget  
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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
<b>Capital Expenses</b>		<b>37,345</b>	<b>812,000</b>	<b>872,359</b>	<b>1,275,000</b>	<b>825,000</b>
5211-9404-76410-767	Payments Made on Agreement	29,427	0	125,000	100,000	100,000
<b>Contracts, Grants, Alloc.</b>		<b>29,427</b>	<b>0</b>	<b>125,000</b>	<b>100,000</b>	<b>100,000</b>
5211-9404-77101-790	I/P Principal Payments	676,034	863,196	863,202	845,198	845,198
5211-9404-77201-795	I/P Interest Payments	218,802	399,243	399,125	368,064	368,064
<b>Installment Payments</b>		<b>894,836</b>	<b>1,262,439</b>	<b>1,262,327</b>	<b>1,213,262</b>	<b>1,213,262</b>
<b>Sewer Collection System Maint. TOTALS:</b>		<b>3,920,442</b>	<b>5,365,039</b>	<b>5,515,787</b>	<b>5,944,884</b>	<b>5,407,512</b>