

PUBLIC WORKS - GARAGE DIVISION

This Division provides vehicle maintenance/repair and fuel services support to all departments within the City. At present we have a total of 369 vehicles and 149 pieces of equipment for which we provide service. We also provide fuel services support to Craven County at our site, which includes: Sherriff Department, Parks & Recreation, Building Maintenance, CARTS, Inspections and other Administrative vehicles. This budget provides funds to adequately provide these services and the personnel to perform and oversee the work of contractors and other service providers used in the provision of the services and support to the various departments throughout the city.

Revenues: There are no revenues generated within this division.

Personnel: There are no personnel changes budgeted for this division.

Operations: Preventive maintenance, consisting of oil changes, greasing, minor maintenance, turning of brake drums and tire repair are provided by in-house mechanics. With the aid of our Emissions Testing Diagnostics equipment and our certified mechanics, we have been successful in keeping our vehicles current with their NCDMV safety and emissions inspections. We also passed spot tests conducted by the NCDMV, insuring that the vehicles we are certifying actually meet the requirement of the rule. General repairs and overhauls are provided by contract services. This arrangement continues to work well and has proven both cost-effective and efficient. Our contract period for these services will end June 30, 2010 and unless an extension which would continue to benefit the city financially can be negotiated, these services will be bid. Vehicle body repair and painting is also contracted. This contractor provides 24 hour wrecker service at no charge to the City. Heavy truck repair and specialty repairs, such as transmission overhauls, front end alignment and heavy equipment tire repair are provided by local vendors which have the specialized equipment and/or personnel to perform this type work. Due to budget constraints we are unable to upgrade our tire changing and repair equipment to accommodate the new type rims and will continue to send some vehicles out for tire replacement and repair. An upgrade to our equipment will be budgeted in fiscal year 2010-2011 budget if the economy looks brighter.

We expect a continued emphasis on environmental issues and anticipate further regulation of our underground fuel tanks and repair operations. We are in compliance with our storage tanks and have 24 hour monitoring for leaks and pipe tightness. Due to the many spills and their negative effect on groundwater, there is, and understandably so, a greater effort being taken by the regulating authorities to protect our groundwater, thus the reason for the continued funding in this budget for monitoring and tank tightness testing. There are also

funds provided to perform minor repairs and general improvements to the mechanic's work area and overall shop conditions.

This division continues to seek opportunities to lower the cost of service provision, but as in all of our budgets the increased cost of materials are wreaking havoc on purchases of parts, due to the high cost of metal and technology, along with the uncertainty of petroleum prices and the overall economy. This budget reflects increases in our vehicle repair line, which can be attributed to vehicle replacement budget constraints across all city departments. The higher miles and age of our vehicles will lead to more break-downs and need for replacement parts and repairs. Another increase in this budget can be found in the vehicle liability insurance line. This increase, as stated in the summary of the Insurance Division Budget, is a projection provided by our agent, but represents the increase in the overall value of vehicles covered and the type of coverage provided. The Garage Division continues to provide efficient and effective support to all department's vehicle needs through a conscious effort to insure key operations are maintained with minimal downtime of essential equipment.

We feel the Garage Manager has brought a new and fresh set of eyes to our organization and has helped us move to a higher level of service and efficiency and continues to look at our operations and seeks avenues for cost savings without compromising our ability to respond. In the upcoming budget year this division will strive to operate within budgeted funds, and continue to look for ways to lower costs without compromising safety and the overall ability of the City to provide services. This division will also continue to monitor evolving underground storage tank regulations to insure we are in compliance and our operation is environmentally sound.

Capital: No capital expenditures are budgeted for this division.

City of New Bern Budget
Fiscal Year 2009 - 2010

Fund:	General	Number of Full-Time Equivilant Employees:	4
Department:	Public Works	Number of New Positions Requested	0
Division:	Garage	Number of New Positions Recommended	0

Account Number	Description	Lyr Act.	Act To Dte	Current	Estimate	Request	Recomm
1111-8030-61101-730	Salaries & Wages Regular	148,590	109,916	155,887	127,000	157,421	157,421
1111-8030-61102-730	Salaries & Wages Holiday	0	4,410	0	5,760	0	0
1111-8030-61103-730	Salaries & Wages Vacation	0	6,434	0	7,839	0	0
1111-8030-61104-730	Salaries & Wages Sick	0	4,075	0	5,291	0	0
1111-8030-61121-730	Salaries & Wages Overtime	1,520	867	5,300	950	0	0
1111-8030-61161-730	Salaries & Wages Seasonal	947	819	0	0	0	0
1111-8030-61181-730	Salaries & Wages Taxable Ben	0	124	0	0	1,548	1,548
Salaries Sub-Total		151,057	126,645	161,187	146,840	158,969	158,969
1111-8030-62110-730	Social Security Tax	9,276	7,639	9,994	9,105	9,857	9,857
1111-8030-62112-730	Medicare Tax	2,169	1,787	2,338	2,130	2,306	2,306
1111-8030-62210-730	State Retirement	7,371	6,172	7,915	7,196	7,790	7,790
1111-8030-62220-730	401K Supplemental Retirement	9,007	7,542	9,672	8,811	9,539	9,539
1111-8030-62810-730	Health/Life Insurance	32,397	28,303	34,000	34,880	40,000	40,000
Fringe Benefits Sub-Total		60,220	51,443	63,919	62,122	69,492	69,492
Personnel Services		211,277	178,088	225,106	208,962	228,461	228,461
1111-8030-71190-730	Other Professional Services	0	0	0	0	0	0
Professional Services		0	0	0	0	0	0
1111-8030-72130-730	Employee Travel & Training	319	200	3,000	300	500	500
1111-8030-72210-730	Telephone Service	561	583	1,000	690	0	0
1111-8030-72310-730	Utilities	11,874	9,630	13,000	11,000	12,500	12,500
1111-8030-72410-730	Printing	497	238	750	450	500	500
1111-8030-72510-730	R & M - Buildings	0	0	15,000	0	3,000	3,000
1111-8030-72520-730	R & M - Equipment	1,447	2,437	3,000	3,000	2,750	2,750
1111-8030-72530-730	R & M - Vehicles	277,363	226,946	240,000	260,000	255,000	255,000
1111-8030-72590-730	R & M - Other	443	0	500	250	300	300
1111-8030-72810-730	Leased Supplies	0	0	0	0	0	0
1111-8030-72890-730	Miscellaneous Other Services	3,705	1,795	2,600	2,600	2,000	2,000
Current Oblig. & Ser.		296,209	241,829	278,850	278,290	276,550	276,550
1111-8030-73130-730	Rent of Reproduction Equipme	1,285	1,052	700	1,254	1,254	1,254
1111-8030-73160-730	Lease Payments - Computers	966	724	1,100	1,100	1,100	1,100
1111-8030-73320-730	Vehicle Liability Insurance	131,632	140,622	133,000	140,622	140,622	140,622
1111-8030-73340-730	Insurance Claims	10,194	3,346	5,000	5,000	5,000	5,000
1111-8030-73810-730	Dues & Subscriptions	131	131	200	150	100	100
1111-8030-73998-730	Garage Allocation	(818,949)	(673,342)	(800,798)	(784,345)	(802,829)	(802,829)
Fixed Chgs & Oth.Ser.		(674,741)	(527,467)	(660,798)	(636,219)	(654,753)	(654,753)
1111-8030-74110-730	Uniforms	631	270	1,300	500	750	750
1111-8030-74120-730	Janitorial Supplies	1,032	380	1,400	750	850	850
1111-8030-74340-730	Other Medical Supplies	0	0	50	50	50	50

City of New Bern Budget
Fiscal Year 2009 - 2010

Account Number	Description	Lyr	Act. Act To Dte	Current	Estimate	Request	Recomm
1111-8030-74420-730	Equipment Parts	586	0	1,300	550	1,000	1,000
1111-8030-74510-730	Central Fuel Charges	2,635	1,764	3,200	2,400	2,650	2,650
1111-8030-74540-730	Garage Supplies Inventory	123,772	98,612	110,000	110,000	110,000	110,000
1111-8030-74542-730	Garage Supplies Non-Inventory	32,805	21,257	28,000	26,500	26,500	26,500
1111-8030-74610-730	Office Supplies & Materials	787	261	1,000	600	600	600
1111-8030-74930-730	IT Supplies	1,610	176	750	700	500	500
1111-8030-74970-730	Safety Supplies	1,010	331	1,000	575	500	500
1111-8030-74990-730	Miscellaneous Supplies	2,387	607	6,000	3,500	3,500	3,500
1111-8030-74996-730	Storm Supplies - Ophelia	0	0	0	0	0	0
Supplies & Materials		167,255	123,658	154,000	146,125	146,900	146,900
1111-8030-75120-750	IT Equipment	0	0	0	0	0	0
1111-8030-75190-750	Other Equipment	0	0	0	0	0	0
1111-8030-75210-750	Motor Vehicles	0	0	0	0	0	0
Capital Expenses		0	0	0	0	0	0
1111-8030-76410-730	Payments Made on Agreement	0	0	0	0	0	0
Contracts, Grants, Alloc.		0	0	0	0	0	0
1111-8030-77101-790	I/P Principal Payments	0	2,271	2,272	2,272	2,389	2,389
1111-8030-77201-795	I/P Interest Payments	0	570	570	570	453	453
Installment Payments		0	2,841	2,842	2,842	2,842	2,842
Garage TOTALS:		0	18,949	0	0	0	0