

Expenditures	FY13-14 Actuals	FY 14-15 Adjusted Budget	FY15-16 Approved Budget
Personnel Services	\$ 656,671	\$ 706,302	\$ 731,660
Operating	1,160,010	1,503,204	1,311,157
Capital Outlay	49,461	175,866	54,600
Total:	\$ 1,866,142	\$ 2,385,372	\$ 2,097,417
Full-Time Positions	11	11	11
Part-Time Positions	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 and surrounding areas. This division is responsible for the operation and maintenance of the City's two water production systems, the 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. This division is also responsible for repair and maintenance of all City water meters and fire hydrant assemblies.

FY15-16 Budget Highlights:

Operating:

- \$435,000 - Utilities for the operation of the WTP and (20) production wells
- \$300,000 - Chemicals for water treatment and lab testing to meet State and Federal regulations
- \$135,700 - Service and maintenance of (6) elevated water tanks and (3) ground storage tanks
- \$65,000 - Repair, replacement, and installation of water meters and meter boxes
- \$37,300 - Contract lab analysis, proficiency samples, equipment calibration
- \$58,000 - Repair and maintenance of existing pump and well components

Capital:

- \$36,600 - Pickup Truck Replacement
- \$18,000 - Compact SUV Replacement

**City of New Bern Budget
Fiscal Year 2015-16**

Fund: Water Fund
 Department: Public Utilities
 Organization: Water Treatment

Account Number	Description	Actual Last Year FY 2013-14	Adjusted Budget FY 2014-15	Manager's Recommended FY 2015-16	Approved Budget FY 2015-16
Personnel Services:					
Salaries					
5111-9202-61101	Salaries - Regular	392,560	433,391	439,602	439,602
5111-9202-61106	Salaries & Wages Storm Regular	1,221	0	0	0
5111-9202-61121	Salaries - Overtime	24,809	20,000	35,000	35,000
5111-9202-61122	Salaries & Wages Storm Overtime	1,483	0	0	0
5111-9202-61131	Salaries - Standby	12,138	11,500	14,500	14,500
5111-9202-61141	Salaries - Call Back	11,593	18,500	17,000	17,000
5111-9202-61181	Salaries - Taxable Benefits	5,655	5,500	5,680	5,680
	Subtotal Salaries	449,459	488,891	511,782	511,782
Fringe Benefits					
5111-9202-62110	Social Security Tax	26,380	30,312	31,731	31,731
5111-9202-62112	Medicare Tax	6,169	7,089	7,421	7,421
5111-9202-62210	State Retirement	31,377	34,565	34,136	34,136
5111-9202-62220	401K	22,190	24,445	25,590	25,590
5111-9202-62810	Health/Life Insurance	121,096	121,000	121,000	121,000
	Subtotal Fringe Benefits	207,212	217,411	219,878	219,878
Total Personnel Services		656,671	706,302	731,660	731,660
Professional Services:					
5111-9202-71114	Medical Professional Services	52	250	250	250
5111-9202-71118	Engineering Professional Services	0	2,500	0	0
Total Professional Services		52	2,750	250	250
Current Obligations & Services:					
5111-9202-72130	Employee Travel & Training	3,211	5,300	6,100	6,100
5111-9202-72210	Telephone Service	523	650	650	650
5111-9202-72310	Utilities	431,612	475,000	435,000	435,000
5111-9202-72410	Printing	701	3,000	3,000	3,000
5111-9202-72510	R & M - Buildings	0	5,000	5,000	5,000
5111-9202-72520	R & M - Equipment	30,308	58,000	62,500	62,500
5111-9202-72532	Central Garage Charges	21,913	30,276	24,652	24,652
5111-9202-72566	R & M - System Improvements	0	121,840	0	0
5111-9202-72610	Freight, Express, Deliveries	80	250	250	250
5111-9202-72820	Temporary Help Services	0	5,000	5,000	5,000
5111-9202-72890	Miscellaneous Other Services	24,368	20,200	32,300	32,300
Total Current Obligations & Services		512,716	724,516	574,452	574,452

**City of New Bern Budget
Fiscal Year 2015-16**

Account Number	Description	Actual Last Year FY 2013-14	Adjusted Budget FY 2014-15	Manager's Recommended FY 2015-16	Approved Budget FY 2015-16
Fixed Charges & Other Services:					
5111-9202-73130	Copier Rental	2,130	2,200	2,400	2,400
5111-9202-73180	Miscellaneous Equipment Rentals	0	2,500	2,500	2,500
5111-9202-73210	Service & Maintenance Contracts	21,467	26,250	9,650	9,650
5111-9202-73270	S & M Contracts-Tanks	128,099	147,100	135,700	135,700
5111-9202-73810	Dues & Subscriptions	3,850	5,155	5,155	5,155
Total Fixed Charges & Other Services		155,546	183,205	155,405	155,405
Supplies & Materials:					
5111-9202-74110	Uniforms	2,238	3,500	3,500	3,500
5111-9202-74120	Janitorial Supplies	1,093	1,000	1,250	1,250
5111-9202-74420	Equipment Parts	29,208	28,500	28,500	28,500
5111-9202-74440	Fire Hydrants	7,303	24,633	24,000	24,000
5111-9202-74450	Street Repair	1,911	4,000	4,000	4,000
5111-9202-74470	Pipe & Fittings	3,807	7,500	7,500	7,500
5111-9202-74478	Brass Fittings	1,314	3,000	3,000	3,000
5111-9202-74484	Water Meters & Boxes	51,518	59,821	65,000	65,000
5111-9202-74510	Fuel Charges	24,731	24,000	22,000	22,000
5111-9202-74610	Office Supplies & Materials	1,965	3,500	3,500	3,500
5111-9202-74910	Other Supplies & Materials	46,424	45,779	54,500	54,500
5111-9202-74930	IT Supplies	7,380	0	5,000	5,000
5111-9202-74931	IT Eq (Restricted - IT Use Only)	0	5,000	6,600	6,600
5111-9202-74944	Fuel Charges Non-Highway	10,631	16,000	16,000	16,000
5111-9202-74970	Safety Supplies	1,110	1,500	2,500	2,500
5111-9202-74979	Lab Supplies & Materials	5,247	5,000	29,200	29,200
5111-9202-74980	Chemicals	289,743	355,000	300,000	300,000
5111-9202-74990	Miscellaneous Supplies	6,043	5,000	5,000	5,000
5111-9202-74999	Non-Declared Storm Charges	30	0	0	0
Total Supplies & Materials		491,696	592,733	581,050	581,050
Capital Expenses:					
5111-9202-75190	Other Equipment	0	12,000	0	0
5111-9202-75210	Motor Vehicles	0	0	54,600	54,600
5111-9202-75212	I/P Motor Vehicles	49,461	26,000	0	0
5111-9202-75410	Buildings, Structures, Improvements	0	137,866	0	0
Total Capital Expenses		49,461	175,866	54,600	54,600
Water Treatment Totals:		1,866,142	2,385,372	2,097,417	2,097,417

POSITION SUMMARY

Fund:	Water	
Department:	Public Utilities	
Org:	Water Treatment	9202

PERSONNEL

		FY2014-15		Approved FY2015-16
	<u>Grade</u>	<u>Funded</u>	<u>Positions Filled</u>	<u>Funded</u>
Water Treatment Plant Manager	21	1	1	1
Water Facilities Maintenance Superintendent	17	1	1	1
Laboratory Supervisor	18	1	1	1
Hydrant/Meter Crew Supervisor*	14	1	1	1
Office Assistant III	9	2	2	2
Water Treatment Plant Operator II	11	2	2	2
Water Treatment Plant Operator I	9	1	1	1
Hydrant/Meter Maintenance Lead Worker**	10	1	1	1
Hydrant/Meter Maintenance Worker I***	6	1	0	1
Full-Time Total		11	10	11

* Previously titled Crew Supervisor

** Previously titled Utility Maintenance Lead Worker

***Previously titled Utility Maintenance Worker 1

Travel & Training Request 2015-16
 GL Account # 72130

Projected Date(s) of Travel	Name of Event/Meeting	Location of Event/Meeting	Employees Involved (Positions)	Projected Cost
Spring 2016	NCRWA Conf.	Greensboro, NC	Treatment Plant Manager	\$900
Various Dates	CC/Backflow Certified Test Course	Various Locations in NC	WTP Operators/Lab Staff	\$1,800
Fall 2015	Coastal Distribution School	Morehead City, NC	WTP Operators/Lab Staff	\$1,200
Various Dates	NCWOA Operator School	Various Locations in NC	WTP Operators/Lab Staff	\$800
Various Dates	Chemical Spill Response Training	Various Locations in NC	WTP Operators/Lab Staff	\$900
Various Dates	Contact Hour Seminars	Various Locations in NC	WTP Operators/Lab Staff	\$500
				\$6,100

Water Resources - Treatment

Org. 9202

**Dues & Subscriptions 2015-16
GL Acct # 73810**

Name of Organization	Projected Cost
NC DENR/PWS Operating Permit	\$2,925
State Laboratory of Public Health Permit	\$250
NC Rural Water Association (4@\$65)	\$260
NC Waterworks Operators Association (10@\$15)	\$150
AWWA	\$120
Certification Renewals/Exam Fees	\$1,100
CDL Renewals	\$350
	\$5,155



Project Title: 3/4 Ton Pickup
Project Number:
Department: Public Utilities
Division: 9202 - Water Treatment
Order of Priority for Dept:

Project Description: This will replace Q-11, a 2006 F250 with 165,000 miles

Justification: To maintain the efficiency of the utilities fleet, vehicles are scheduled for replacement when they have been in service for 15 years or 175,000 miles. This vehicle will exceed these benchmarks within the indicated budget year.

History and Current Status; Impact if Cancelled or Delayed: Water resources service vehicles are critical component needed for the daily operation and maintenance of the City's water and sewer infrastructure. Delaying scheduled replacements increases the likelihood of vehicle malfunction, leading to maintenance delays and costly repairs.

Proposed Start Date: FY 2015-16
Est Completion Date: FY 2015-16

FY 2015-16 Dept Request: \$36,600

Project Expenditures						
Activity:	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Prelim Design / Plans:	-	-	-	-	-	\$ -
Engineering / Arch. Services:	-	-	-	-	-	\$ -
Land / ROW / Acquisition:	-	-	-	-	-	\$ -
Clear / Grade / Site Prep:	-	-	-	-	-	\$ -
Building / Utility Construction:	-	-	-	-	-	\$ -
Vehicles & Heavy Equipment:	\$ 36,600	-	-	-	-	\$ 36,600
Light Equip. / Furniture:	-	-	-	-	-	\$ -
Hardware / Software:	-	-	-	-	-	\$ -
Total Project Cost:						\$36,600

Funding Source(s)						
	FY 15-16	FY 16-17	FY 17-18	FY 19-20	FY 19-20	Total
Revenue:	-	-	-	-	-	\$ -
Grants:	-	-	-	-	-	\$ -
Capital Reserves:	-	-	-	-	-	\$ -
Debt Service:	-	-	-	-	-	\$ -
Fund Balance:	\$ 36,600	-	-	-	-	\$ 36,600
Other (Revenue Bond):	-	-	-	-	-	\$ -
Total:						\$36,600

New/Additional Impact on Operating Budget						
	FY 15-16	FY 16-17	FY 17-18	FY 19-20	FY 19-20	Total
Salaries/Benefits:	-	-	-	-	-	\$ -
Prof. & Consult. Services:	-	-	-	-	-	\$ -
Materials & Supplies:	-	-	-	-	-	\$ -
Maintenance/Fuel:	-	-	-	-	-	\$ -
Other (Please Specify):	-	-	-	-	-	\$ -

Budget Impact/Other:

Project Phases:



Project Title: Compact SUV
Project Number:
Department: Public Utilities
Division: 9202 - Water Treatment
Order of Priority for Dept:

Project Description: This will replace Q-3, a 2001 Van with 68,000 miles

Justification: To maintain the efficiency of the utilities fleet, vehicles are scheduled for replacement when they have been in service for 15 years or 175,000 miles. This vehicle will exceed these benchmarks within the indicated budget year.

History and Current Status; Impact if Cancelled or Delayed: Water resources service vehicles are critical component needed for the daily operation and maintenance of the City's water and sewer infrastructure. Delaying scheduled replacements increases the likelihood of vehicle malfunction, leading to maintenance delays and costly repairs.

Proposed Start Date: FY 2015-16
Est Completion Date: FY 2015-16

FY 2015-16 Dept Request: \$18,000

Project Expenditures						
Activity:	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Prelim Design / Plans:	-	-	-	-	-	\$ -
Engineering / Arch. Services:	-	-	-	-	-	\$ -
Land / ROW / Acquisition:	-	-	-	-	-	\$ -
Clear / Grade / Site Prep:	-	-	-	-	-	\$ -
Building / Utility Construction:	-	-	-	-	-	\$ -
Vehicles & Heavy Equipment:	\$ 18,000	-	-	-	-	\$ 18,000
Light Equip. / Furniture:	-	-	-	-	-	\$ -
Hardware / Software:	-	-	-	-	-	\$ -
Total Project Cost:						\$18,000
Funding Source(s)						
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Revenue:	-	-	-	-	-	\$ -
Grants:	-	-	-	-	-	\$ -
Capital Reserves:	-	-	-	-	-	\$ -
Debt Service:	-	-	-	-	-	\$ -
Fund Balance:	\$ 18,000	-	-	-	-	\$ 18,000
Other (Revenue Bond):	-	-	-	-	-	\$ -
Total:						\$18,000
New/Additional Impact on Operating Budget						
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Salaries/Benefits:	-	-	-	-	-	\$ -
Prof. & Consult. Services:	-	-	-	-	-	\$ -
Materials & Supplies:	-	-	-	-	-	\$ -
Maintenance/Fuel:	-	-	-	-	-	\$ -
Other (Please Specify):	-	-	-	-	-	\$ -

Budget Impact/Other:

Project Phases: