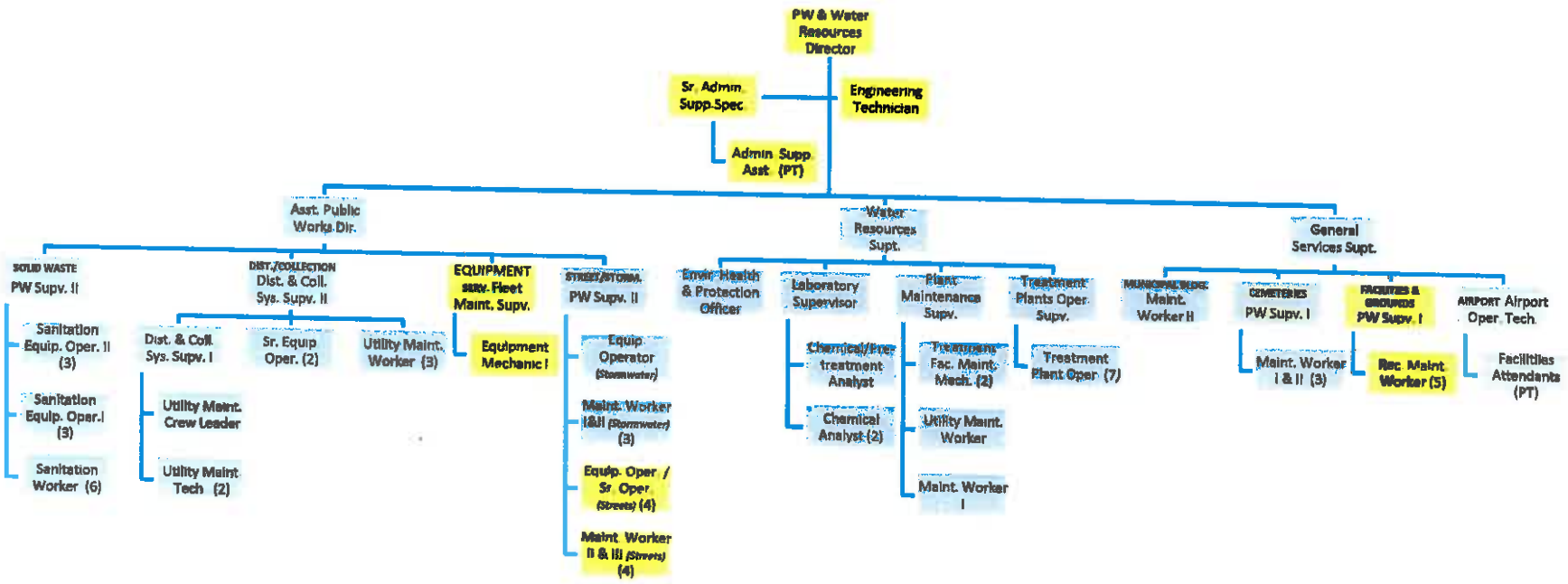
PUBLIC WORKS
2014-15



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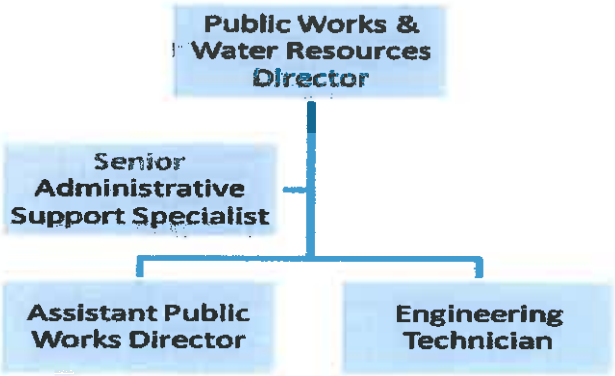
CITY OF WASHINGTON
PUBLIC WORKS DEPARTMENT

The City of Washington's Public Works Department oversees the City's water and wastewater system, including treatment, distribution and collection, solid waste collection, stormwater, street division, cemeteries, buildings and grounds division, equipment services, and Warren Field Airport.

Allen Lewis, Director

City of Washington
Public Works Department
102 East Second St.
Washington, NC 27889

Phone: (252) 975-9302
Fax: (252) 974-6461
Email: alewis@washingtonnc.gov



Full-Time Positions Authorized

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
4	4	4	4	4

20% of administrative salaries and benefits for 3 employees and 25% for 1 employee are charged here. The remaining salary and benefit costs are charged to various enterprise funds based on the time spent managing those funds.

PUBLIC WORKS ADMINISTRATION	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 50,469	$ 53,248	$ 53,248	$ 59,269
Benefits	13,714	14,770	14,770	16,028
Operating	2,747	2,000	2,000	2,000
Capital Outlay	0	0	0	0
Total	$ 66,930	$ 70,018	$ 70,018	$ 77,297

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Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-30-4700	PUBLIC WORKS DIR.		PUBLIC WORKS			PUBLIC WORKS		
0200	SALARIES	52,963	43,204	81.57 %	52,963	57,930	57,930	58,930
0205	SALARIES - LONGEVITY	285	285	100.00 %	285	339	339	339
0400	PROFESSIONAL SERVICES	0	0	0.00 %				
0500	F.I.C.A. TAXES	4,115	3,185	77.40 %	4,115	4,499	4,499	4,575
0600	GROUP INSURANCE	5,870	4,985	84.92 %	5,870	6,286	5,969	6,170
0700	RETIREMENT CONTRIBUTIONS	3,705	3,025	81.65 %	3,705	4,122	4,122	4,135
0701	401K CONTRIBUTIONS	248	138	55.65 %	248	1,148	1,148	1,148
0703	EMPLOYER HSA CONTRIBUTIONS	416	336	80.77 %	416			
0705	EMPLOYER 457 CONTRIBUTION	416	336	80.77 %	416			
1100	TELEPHONE	930	342	36.77 %	1,100	1,100	1,100	1,100
1604	MAINT/REPAIR OFFICE EQUIP	20	0	0.00 %	200	200	200	200
3300	DEPARTMENTAL SUPPLIES	830	793	95.54 %	500	500	500	500
5300	DUES & SUBSCRIPTIONS	220	220	100.00 %	200	200	200	200
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %				
	TOTAL PUBLIC WORKS DIR.	70,018	56,849	81.19 %	70,018	76,324	76,007	77,297

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-30-4700	PUBLIC WORKS DIR. PUBLIC WORKS	PUBLIC WORKS
10-30-4700-0200	**SALARIES**	**$58,930.00**
20% SALARIES PER PAY PLAN FOR 3 EMPLOYEES AND 25% FOR 1 EMPLOYEE		
10-30-4700-0205	**SALARIES - LONGEVITY**	**$339.00**
20% LONGEVITY PER PAY PLAN FOR 3 EMPLOYEES AND 25% FOR 1 EMPLOYEE		
10-30-4700-0500	**F.I.C.A. TAXES**	**$4,575.00**
20% EMPLOYER SHARE OF FICA - 3 EMPLOYEES 25% EMPLOYER SHARE OF FICA FOR 1 EMPLOYEE		
10-30-4700-0600	**GROUP INSURANCE**	**$6,170.00**
20% INSURANCE FOR 3 EMPLOYEES AND 25% FOR 1 EMPLOYEE		
10-30-4700-0700	**RETIREMENT CONTRIBUTIONS**	**$4,135.00**
20% EMPLOYER CONTRIBUTION TO RETIREMENT - 3 EMPLOYEES AND 25% FOR 1 EMPLOYEE		
10-30-4700-0701	**401K CONTRIBUTIONS**	**$1,148.00**
20% CONTRIBUTIONS FOR 3 EMPLOYEES AND 25% FOR 1 EMPLOYEE		
10-30-4700-1100	**TELEPHONE**	**$1,100.00**
EXT. 302, 332, 363 & 2 CELL PHONES		
10-30-4700-1604	**MAINT/REPAIR OFFICE EQUIP**	**$200.00**
PLOTTER, BLUEPRINT MACHINE, TYPEWRITER, CALCULATORS & SURVEY EQUIPMENT		
10-30-4700-3300	**DEPARTMENTAL SUPPLIES**	**$500.00**
OFFICE SUPPLIES		
10-30-4700-5300	**DUES & SUBSCRIPTIONS**	**$200.00**
CD SUBSCRIPTION FOR PROPERTY VIEW OF BEAUFORT COUNTY		
Total for Department	PUBLIC WORKS DIR.	**$77,297.00**

PUBLIC WORKS DEPARTMENT
EQUIPMENT SERVICES DIVISION

The City of Washington's Equipment Services Division is responsible for the maintenance and repair of City-owned vehicles and equipment, as well as metal fabrication for all City Departments.

Frankie Buck, Assistant Public Works Director
Billy Wynne, Jr., Fleet Maintenance Supervisor

City of Washington
Public Works Department
160 Municipal Complex
Washington, NC 27889

Phone: (252) 975-9337
Email: fbuckjr@washingtonnc.gov

FULL-TIME POSITIONS AUTHORIZED

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
3	3	2	2	2

EQUIPMENT SERVICES	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 32,737	$ 43,998	$ 43,998	$ 45,392
Benefits	27,848	29,540	29,540	29,696
Operating	33,917	40,974	40,974	54,603
Capital Outlay	0	0	0	0
Total	$ 94,502	$ 114,512	$ 114,512	$ 129,691

*Personnel and benefit costs are shown net of reimbursements from other departments for work performed.

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Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-20-4250	EQUIPMENT SERVICES		PUBLIC WORKS			PUBLIC WORKS		
0200	SALARIES	84,012	68,750	81.83 %	84,012	44,432	44,432	44,692
0201	SALARIES - OVERTIME	900	807	89.67 %	700			
0202	SALARIES - LABOR REIMBURSEMENT	-40,664	-36,675	90.19 %	-40,664			
0205	SALARIES - LONGEVITY	650	650	100.00 %	650	700	700	700
0500	F.I.C.A. TAXES	6,530	5,379	82.37 %	6,530	6,693	6,693	6,732
0600	GROUP INSURANCE	14,370	11,009	76.61 %	14,370	14,440	13,660	14,132
0700	RETIREMENT CONTRIBUTIONS	5,940	4,964	83.57 %	5,940	6,183	6,183	6,132
0701	401K CONTRIBUTIONS	620	420	67.74 %	620	2,700	2,700	2,700
0703	EMPLOYER HSA CONTRIBUTIONS	1,560	1,260	80.77 %	1,560			
0705	EMPLOYER 457 CONTRIBUTION	520	420	80.77 %	520			
1100	TELEPHONE	0	800	0.00 %	960	1,000	1,000	1,000
1200	PRINTING & PUBLISHING	40	0	0.00 %	300	300	300	300
1300	WATER & ELECTRIC SERVICE	13,000	9,152	70.40 %	12,000	13,000	13,000	13,000
1301	UTILITIES-HEATING-LP GAS	900	868	96.44 %	1,000	500	1,000	1,000
1401	OSHA SAFETY MANDATES	246	245	99.59 %	250	200	200	200
1500	MAINT/REPAIR BUILDING	624	624	100.00 %	650	500	500	500
1600	MAINT/REPAIR EQUIP	2,000	1,640	82.00 %	3,000	3,000	3,000	3,000
1700	MAINT/REPAIR VEHICLES	200	191	95.50 %	200	100	100	100
1705	VEHICLE FUEL	1,600	1,138	71.13 %	1,500	2,000	2,000	2,000
3101	GASOLINE PURCHASES	858,600	839,949	97.83 %	858,600		10,000	10,000
3102	PARTS & FLUIDS PURCHASES	151,500	122,030	80.55 %	151,500		3,000	3,000
3103	TIRES & TUBES PURCHASES	60,945	46,063	75.58 %	60,945		1,000	1,000
3104	GASOLINE REIMBURSEMENT	-850,000	-630,883	74.22 %	-850,000			
3105	PARTS REIMBURSEMENT	-150,000	-106,638	71.09 %	-150,000			
3106	TIRES REIMBURSEMENT	-60,000	-41,521	69.20 %	-60,000			
3300	DEPARTMENTAL SUPPLIES	3,000	1,613	53.77 %	2,160	3,000	3,000	3,000
3600	UNIFORMS	630	638	101.27 %	920	914	914	914
3601	SAFETY SHOES	300	0	0.00 %	300	300	600	600
5400	INSURANCE PREMIUM	6,489	6,348	97.83 %	6,489	6,489	6,489	6,489
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %		8,500	8,500	8,500

Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-20-4250	EQUIPMENT SERVICES		PUBLIC WORKS			PUBLIC WORKS		
TOTAL EQUIPMENT SERVICES		114,512	309,241	270.05 %	115,012	114,951	128,971	129,691

City Of Washington
Budget Justification Sheet
7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-20-4250	EQUIPMENT SERVICES PUBLIC WORKS	PUBLIC WORKS
10-20-4250-0200	**SALARIES**	**$44,692.00**
52% OF SALARIES PER PAY PLAN FOR 2		
10-20-4250-0205	**SALARIES - LONGEVITY**	**$700.00**
PER PAY PLAN FOR 2		
10-20-4250-0500	**F.I.C.A. TAXES**	**$6,732.00**
EMPLOYER'S SHARE OF FICA FOR 2 EMPLOYEES		
10-20-4250-0600	**GROUP INSURANCE**	**$14,132.00**
INSURANCE FOR 2 EMPLOYEES		
10-20-4250-0700	**RETIREMENT CONTRIBUTIONS**	**$6,132.00**
EMPLOYER'S CONTRIBUTION FOR 2 EMPLOYEES		
10-20-4250-0701	**401K CONTRIBUTIONS**	**$2,700.00**
EMPLOYER'S CONTRIBUTION TO 401K PLAN FOR 2 EMPLOYEES		
10-20-4250-1100	**TELEPHONE**	**$1,000.00**
EXT 337, COMPUTER LINE		
10-20-4250-1200	**PRINTING & PUBLISHING**	**$300.00**
WORK ORDERS		
10-20-4250-1300	**WATER & ELECTRIC SERVICE**	**$13,000.00**
GARAGE UTILITIES		
10-20-4250-1301	**UTILITIES-HEATING-LP GAS**	**$1,000.00**
PROPANE GAS		
10-20-4250-1401	**OSHA SAFETY MANDATES**	**$200.00**
OSHA REQUIRED SAFETY EQUIPMENT & TRAINING CDL DRUG TESTING FOR CDL DRIVERS AND/OR RANDOM TESTING		
10-20-4250-1500	**MAINT/REPAIR BUILDING**	**$500.00**
GARAGE COMPLEX		
10-20-4250-1600	**MAINT/REPAIR EQUIP**	**$3,000.00**
GARAGE EQUIPMENT WELDING EQUIPMENT & GAS PUMPS		
10-20-4250-1700	**MAINT/REPAIR VEHICLES**	**$100.00**
FUEL AND REPAIRS FOR #512, WELDER TRAILER & WELDER		
10-20-4250-1705	**VEHICLE FUEL**	**$2,000.00**

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-20-4250	EQUIPMENT SERVICES PUBLIC WORKS	PUBLIC WORKS
10-20-4250-3101	**GASOLINE PURCHASES**	**$10,000.00**
CARRYING INVENTORY FOR PURCHASE OF ALL CITY FUEL LESS REIMBURSED		
10-20-4250-3102	**PARTS & FLUIDS PURCHASES**	**$3,000.00**
CARRYING INVENTORY OF PARTS & FLUIDS FOR FLEET MAINTENANCE LESS REIMBURSED		
10-20-4250-3103	**TIRES & TUBES PURCHASES**	**$1,000.00**
CARRYING INVENTORY OF TIRES FOR CITY FLEET LESS REIMBURSED		
10-20-4250-3300	**DEPARTMENTAL SUPPLIES**	**$3,000.00**
CLEANING SUPPLIES, FIRST AID, HAND TOOLS, & VARIOUS WELDING SUPPLIES, OXYGEN AND ACETYLENE FOR WELDING. UPDATES TO COMPUTER DIAGNOSTIC FOR EQUIPMENT.		
10-20-4250-3600	**UNIFORMS**	**$914.00**
EMPLOYEE UNIFORMS		
10-20-4250-3601	**SAFETY SHOES**	**$600.00**
EMPLOYER'S SHARE OF REQUIRED SAFETY SHOES		
10-20-4250-5400	**INSURANCE PREMIUM**	**$6,489.00**
SHARE OF PROPERTY INSURANCE AND BONDS		
10-20-4250-7000	**NONCAPITALIZED PURCHASES**	**$8,500.00**
REPLACE LIFT IN GARAGE PER OSHA RECOMMENDATIONS - $5000 REPLACE WELDER - $3500		
Total for Department	EQUIPMENT SERVICES	**$129,691.00**

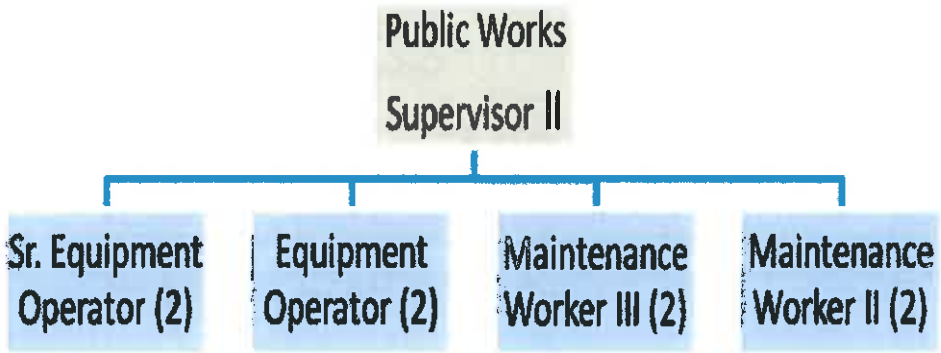
PUBLIC WORKS DEPARTMENT
STREET & POWELL BILL DIVISION

The City of Washington's Street & Powell Bill Divisions are responsible for the maintenance and repair of approximately 57 miles of paved City streets and approximately 1.5 miles of unpaved City streets. This includes the maintenance of street shoulders, street signs, curb and gutters and sidewalks.

Frankie Buck, Assistant Public Works Director
Ray Beddard, Public Works Supervisor II

City of Washington
Public Works Department
1458 West Second Street
Washington, NC 27889

Phone: (252) 975-9338
E-mail: fbuckjr@washingtonnc.gov



Full-Time Positions Authorized

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
9	9	9	9	9

PUBLIC WORKS DEPARTMENT
STREET & POWELL BILL DIVISION

STREETS	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 271,288	$ 268,707	$ 269,782	$ 202,580
Benefits	103,185	113,752	114,502	109,366
Operating	77,624	77,073	79,048	73,352
Capital Outlay	0	25,000	21,200	75,000
Total	$ 452,097	$ 484,532	$ 484,532	$ 460,298

POWELL BILL	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 72,461	$ 74,003	$ 74,003	$ 73,783
Benefits	30,455	33,061	33,061	32,736
Operating	192,263	247,285	288,228	209,528
Capital Outlay	243,500	0	0	0
Total	$ 538,679	$ 354,349	$ 395,292	$ 316,047

Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-20-4510	STREET MAINTENANCE		PUBLIC WORKS			PUBLIC WORKS		
0200	SALARIES	254,394	194,414	76.42 %	256,069	189,679	189,679	191,455
0201	SALARIES - OVERTIME	13,500	13,298	98.50 %	14,000	10,000	10,000	10,000
0205	SALARIES - LONGEVITY	1,888	1,863	98.68 %	2,638	1,125	1,125	1,125
0400	PROFESSIONAL SERVICES	1,675	1,630	97.31 %	1,675		250	250
0500	F.I.C.A. TAXES	20,943	14,995	71.60 %	20,943	15,749	15,749	15,885
0600	GROUP INSURANCE	63,686	61,353	96.34 %	63,686	70,340	66,900	70,369
0700	RETIREMENT CONTRIBUTIONS	18,998	14,814	77.98 %	18,998	14,412	14,412	14,337
0701	401K CONTRIBUTIONS	4,405	1,504	34.14 %	4,405	8,100	8,100	8,775
0703	EMPLOYER HSA CONTRIBUTIONS	4,420	4,128	93.39 %	4,420			
0704	EMPLOYER FSA CONTRIBUTIONS	1,040	838	80.58 %	1,040			
0705	EMPLOYER 457 CONTRIBUTION	1,010	1,050	103.96 %	260			
1100	TELEPHONE	1,000	935	93.50 %	1,500	600	1,500	1,500
1300	WATER & ELECTRIC SERVICES	500	320	64.00 %	500	500	500	500
1400	EMPLOYEE DEVELOPMENT	500	360	72.00 %	500	300	300	300
1401	OSHA SAFETY MANDATES	500	181	36.20 %	500	500	500	500
1500	MAINT/REPAIR BUILDING	200	145	72.50 %	200	200	200	200
1602	MAINT/REPAIR RADIOS	150	0	0.00 %	150	150	150	150
1700	MAINT/REPAIR VEHICLES	23,000	14,650	63.70 %	23,000	23,000	23,000	23,000
1705	VEHICLE FUEL	30,000	21,156	70.52 %	25,000	30,000	30,000	30,000
2600	EMPLOYEE ADVERTISEMENT	200	0	0.00 %	200	100	100	100
3300	DEPARTMENTAL SUPPLIES	1,400	1,195	85.36 %	1,400	1,400	1,400	1,400
3600	UNIFORMS	1,800	1,819	101.06 %	2,600	2,252	2,252	2,252
3601	SAFETY SHOES	600	682	113.67 %	600	600	1,200	1,200
5400	INSURNACE PREMIUM	15,523	9,622	61.99 %	10,000	15,523	10,000	10,000
5600	MATERIALS	2,000	1,682	84.10 %	2,000	2,000	2,000	2,000
7400	CAPITAL OUTLAY	21,200	20,428	96.36 %	20,428		75,000	75,000
7401	INSTALLMENT PURCHASES	0	0	0.00 %		75,000		
7405	INSTALLMENT PURCHASES FY 13/14	0	0	0.00 %				
TOTAL	STREET MAINTENANCE	484,532	383,062	79.06 %	476,712	461,530	454,317	460,298

City Of Washington
Budget Justification Sheet
7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-20-4510	STREET MAINTENANCE PUBLIC WORKS	PUBLIC WORKS
10-20-4510-0200	**SALARIES**	**$191,455.00**
SALARIES PER PAY PLAN FOR 6.5 EMPLOYEES		
10-20-4510-0201	**SALARIES - OVERTIME**	**$10,000.00**
SALARIES FOR REQUIRED OVERTIME		
10-20-4510-0205	**SALARIES - LONGEVITY**	**$1,125.00**
PER PAY PLAN FOR 6.5 EMPLOYEES		
10-20-4510-0400	**PROFESSIONAL SERVICES**	**$250.00**
DRUG SCREENS		
10-20-4510-0500	**F.I.C.A. TAXES**	**$15,885.00**
EMPLOYER'S SHARE OF FICA FOR 6.5 EMPLOYEES		
10-20-4510-0600	**GROUP INSURANCE**	**$70,369.00**
INSURANCE FOR 6.5 EMPLOYEES & 3 RETIREES		
10-20-4510-0700	**RETIREMENT CONTRIBUTIONS**	**$14,337.00**
EMPLOYER'S CONTRIBUTION TO RETIREMENT FOR 6.5 EMPLOYEES		
10-20-4510-0701	**401K CONTRIBUTIONS**	**$8,775.00**
PER PAY PLAN FOR 6.5		
10-20-4510-1100	**TELEPHONE**	**$1,500.00**
1 CELL PHONE		
10-20-4510-1300	**WATER & ELECTRIC SERVICES**	**$500.00**
UTILITIES FOR STREET DEPARTMENT BUILIDNG		
10-20-4510-1400	**EMPLOYEE DEVELOPMENT**	**$300.00**
CDL RENEWAL & TRAINING COSTS		
10-20-4510-1401	**OSHA SAFETY MANDATES**	**$500.00**
OSHA REQUIRED EQUIPMENT AND TRAINING		
10-20-4510-1500	**MAINT/REPAIR BUILDING**	**$200.00**
ROUTINE MAINTENANCE FOR STREET DEPARTMENT		
10-20-4510-1602	**MAINT/REPAIR RADIOS**	**$150.00**
REPLACE BATTERIES ON RADIO		
10-20-4510-1700	**MAINT/REPAIR VEHICLES**	**$23,000.00**
VEHICLE & EQUIPMENT#'S: 450, 451, 452, 453, 454,		

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-20-4510	STREET MAINTENANCE PUBLIC WORKS	PUBLIC WORKS
455, 456, 461, 463, 464, 465, & 4053		
10-20-4510-1705	**VEHICLE FUEL**	**$30,000.00**
10-20-4510-2600	**EMPLOYEE ADVERTISEMENT**	**$100.00**
VACANT POSITIONS		
10-20-4510-3300	**DEPARTMENTAL SUPPLIES**	**$1,400.00**
TOOLS, GLOVES, FIRST AID, RAIN GEAR, POISON(CHEMICALS), ETC.		
10-20-4510-3600	**UNIFORMS**	**$2,252.00**
EMPLOYEE UNIFORMS		
10-20-4510-3601	**SAFETY SHOES**	**$1,200.00**
EMPLOYER'S SHARE OF REQUIRED SAFETY SHOES		
10-20-4510-5400	**INSURNACE PREMIUM**	**$10,000.00**
SHARE OF PROPERTY INSURANCE AND BONDS		
10-20-4510-5600	**MATERIALS**	**$2,000.00**
FOR STREET SIGN MATERIALS, HAND TOOLS, ETC.		
10-20-4510-7400	**CAPITAL OUTLAY**	**$75,000.00**
REPLACE TRUCK #454 - 2 TON 1999 MODEL DUMP TRUCK - $75,000		
Total for Department	STREET MAINTENANCE	**$460,298.00**

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Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-20-4511	POWELL BILL		PUBLIC WORKS			PUBLIC WORKS		
0200	SALARIES	69,940	53,546	76.56 %	69,940	71,446	69,002	69,758
0201	SALARIES OVERTIME	5,700	5,332	93.54 %	3,500	3,500	3,500	3,500
0205	SALARIES LONGEVITY	563	563	100.00 %	563	625	525	525
0400	PROFESSIONAL SERVICES	2,032	1,645	80.95 %	2,032	2,000	2,000	2,000
0500	F.I.C.A. TAXES	5,816	4,568	78.54 %	5,816	5,936	5,742	5,799
0600	GROUP INSURANCE	17,963	14,685	81.75 %	17,963	18,050	17,075	17,665
0700	RETIREMENT CONTRIBUTIONS	5,232	4,202	80.31 %	5,232	5,424	5,241	5,222
0701	401K CONTRIBUTIONS	1,450	493	34.00 %	1,450	4,050	4,050	4,050
0703	EMPLOYER HSA CONTRIBUTIONS	1,300	986	75.85 %	1,300			
0705	EMPLOYER 457 CONTRIBUTION	1,300	986	75.85 %	1,300			
1602	MAINT/REPAIR RADIOS	150	0	0.00 %	150	150	150	150
1700	MAINT/REPAIR SWEEPER	12,800	3,675	28.71 %	10,000	15,000	10,000	10,000
1705	VEHICLE FUEL	18,000	11,056	61.42 %	14,000	15,000	15,000	15,000
3600	UNIFORMS	690	531	76.96 %	690	752	752	752
3601	SAFETY SHOES	190	248	130.53 %	190	200	400	400
4500	STREET PAVING	186,698	43,939	23.53 %	186,698	185,000	116,226	116,226
5600	MATERIALS	65,468	63,684	97.28 %	65,468	65,000	65,000	65,000
7300	PROPERTY IMPROVEMENTS-BROWN ST. BRIDGE	0	0	0.00 %				
7401	INSTALLMENT PURCHASES	0	0	0.00 %		290,000		
	TOTAL POWELL BILL	395,292	210,139	53.16 %	386,292	682,133	314,663	316,047

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-20-4511	POWELL BILL PUBLIC WORKS	PUBLIC WORKS
10-20-4511-0200	**SALARIES**	**$69,758.00**
SALARY PER PAY PLAN FOR 2.5 EMPLOYEES		
10-20-4511-0201	**SALARIES OVERTIME**	**$3,500.00**
SALARIES FOR REQUIRED OVERTIME FOR 2.5 EMPLOYEES		
10-20-4511-0205	**SALARIES LONGEVITY**	**$525.00**
PER PAY PLAN FOR 2.5 EMPLOYEES		
10-20-4511-0400	**PROFESSIONAL SERVICES**	**$2,000.00**
MAP CERTIFICATIONS		
10-20-4511-0500	**F.I.C.A. TAXES**	**$5,799.00**
EMPLOYER'S SHARE OF FICA FOR 2.5 EMPLOYEE		
10-20-4511-0600	**GROUP INSURANCE**	**$17,665.00**
INSURANCE FOR 2.5 EMPLOYEES		
10-20-4511-0700	**RETIREMENT CONTRIBUTIONS**	**$5,222.00**
EMPLOYER'S CONTRIBUTION TO RETIREMENT FOR 2.5 EMPLOYEES		
10-20-4511-0701	**401K CONTRIBUTIONS**	**$4,050.00**
PER PAY PLAN FOR 2.5 EMPLOYEES		
10-20-4511-1602	**MAINT/REPAIR RADIOS**	**$150.00**
MAINTENANCE AND REPAIRS FOR RADIO FOR STREET SWEEPERS #460 & #466		
10-20-4511-1700	**MAINT/REPAIR SWEEPER**	**$10,000.00**
STREET SWEEPER #462		
10-20-4511-1705	**VEHICLE FUEL**	**$15,000.00**
10-20-4511-3600	**UNIFORMS**	**$752.00**
EMPLOYEE UNIFORMS		
10-20-4511-3601	**SAFETY SHOES**	**$400.00**
EMPLOYER'S SHARE OF REQUIRED SAFETY SHOES		
10-20-4511-4500	**STREET PAVING**	**$116,226.00**
PAVING AND RESURFACING OF MUNICIPAL STREETS		
10-20-4511-5600	**MATERIALS**	**$65,000.00**
MATERIALS USED IN THE MAINTENANCE AND CONSTRUCTION OF STREETS		

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description		Amount Requested
Fund 10	GENERAL FUND		
Dept. 10-20-4511	POWELL BILL	PUBLIC WORKS	PUBLIC WORKS
Total for Department	POWELL BILL		**$316,047.00**

Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-20-4512	STREET LIGHTING		PUBLIC WORKS			PUBLIC WORKS		
1300	ELECTRIC STREET LIGHTING SERVICES	126,240	96,799	76.68 %	128,500	128,500	128,500	128,500
1600	MAINTENANCE/REPAIR	0	0	0.00 %				
TOTAL STREET LIGHTING		126,240	96,799	76.68 %	128,500	128,500	128,500	128,500

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description		Amount Requested
Fund 10	GENERAL FUND		
Dept. 10-20-4512	STREET LIGHTING	PUBLIC WORKS	PUBLIC WORKS
10-20-4512-1300	**ELECTRIC STREET LIGHTING SERVICES**		**$128,500.00**
COST TO PROVIDE CITY STREET LIGHTING & TRAFFIC SIGNALS			
Total for Department	STREET LIGHTING		**$128,500.00**

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PUBLIC WORKS DEPARTMENT
STORMWATER DIVISION (SALARIES & BENEFITS)

The City of Washington's Stormwater Maintenance Division is responsible for the maintenance of approximately 10 miles of open ditches and 32 miles of storm drain pipe within the City. This division is also responsible for the operation and maintenance of the stormwater pumping station at Jack's Creek and Park Drive and the created wetlands just east of the NC Estuarium.

Frankie Buck, Assistant Public Works Director
Ray Beddard, Public Works Supervisor II

City of Washington
Public Works Department
1458 West Second Street
Washington, NC 27889

Phone: (252) 975-9338
E-mail: fbuckjr@washingtonnc.gov

FULL-TIME POSITIONS AUTHORIZED

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
5	5	5	5	5

STORMWATER	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 197,864	$ 206,031	$ 206,031	$ 216,802
Benefits	75,674	89,390	89,390	89,606
Operating	24,423	16,525	28,025	2,304
Capital Outlay	0	0	0	0
Total	$ 297,961	$ 311,946	$ 323,446	$ 308,712

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Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-30-5710	STORMWATER IMPROVEME							
0200	SALARIES	199,771	161,203	80.69 %	199,771	207,131		209,388
0201	SALARIES - OVERTIME	5,000	2,343	46.86 %	5,000	5,000		6,000
0205	SALARIES - LONGEVITY	1,260	1,235	98.02 %	1,260	1,414		1,414
0500	FICA TAXES	16,061	11,962	74.48 %	16,061	16,636		16,808
0600	GROUP INSURANCE	50,992	42,758	83.85 %	50,992	50,383		49,687
0700	RETIREMENT CONTRIBUTIONS	14,507	11,601	79.97 %	14,507	15,266		15,213
0701	401 K CONTRIBUTIONS	1,798	1,187	66.02 %	1,798	7,898		7,898
0703	EMPLOYER HSA CONTRIBUTION	5,616	4,531	80.68 %	5,616			
0705	EMPLOYER 457 CONTRIBUTION	416	336	80.77 %	416			
1400	EMPLOYEE DEVELOPMENT	300	74	24.67 %	100	300		300
1401	OSHA MANDATES	0	0	0.00 %				200
1700	MAINT/REPAIR VEHICLES	16,500	2,568	15.56 %	6,000	5,000		
1705	VEHICLE FUEL	10,000	7,259	72.59 %	10,000	10,000		
2600	EMPLOYEE ADVERTISEMENT	0	0	0.00 %	100	100		
3600	UNIFORMS	925	881	95.24 %	1,100	1,204		1,204
3601	SAFETY SHOES	300	187	62.33 %	300	300		600
TOTAL	STORMWATER IMPROVEME	323,446	248,125	76.71 %	313,021	320,632	0	308,712

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-30-5710	STORMWATER IMPROVEMENTS	
10-30-5710-0200	**SALARIES**	**$209,388.00**
SALARIES PER PAY PLAN FOR 5 EMPLOYEES AND 20% OF 3 ADMINISTRATIVE POSITIONS		
10-30-5710-0201	**SALARIES - OVERTIME**	**$6,000.00**
REQUIRED OVERTIME		
10-30-5710-0205	**SALARIES - LONGEVITY**	**$1,414.00**
PER PAY PLAN FOR 5 EMPLOYEES AND 20% OF 4 ADMINISTRATIVE POSITIONS		
10-30-5710-0500	**FICA TAXES**	**$16,808.00**
EMPLOYER'S SHARE OF FICA TAXES		
10-30-5710-0600	**GROUP INSURANCE**	**$49,687.00**
EMPLOYEE INSURANCE		
10-30-5710-0700	**RETIREMENT CONTRIBUTIONS**	**$15,213.00**
EMPLOYER'S SHARE OF RETIREMENT FOR 5 EMPLOYEES AND 20% OF 4 ADMINISTRATIVE POSITIONS		
10-30-5710-0701	**401 K CONTRIBUTIONS**	**$7,898.00**
PER PAY PLAN FOR 5 EMPLOYEES & 20% OF 4 ADMINISTRATIVE POSITIONS		
10-30-5710-1400	**EMPLOYEE DEVELOPMENT**	**$300.00**
TRAINING & CONFERENCES FOR EMPLOYEES		
10-30-5710-1401	**OSHA MANDATES**	**$200.00**
10-30-5710-3600	**UNIFORMS**	**$1,204.00**
EMPLOYER SHARE OF UNIFORMS		
10-30-5710-3601	**SAFETY SHOES**	**$600.00**
EMPLOYER SHARE OF REQUIRED SAFETY SHOES		
Total for Department	STORMWATER IMPROVEMENTS	**$308,712.00**

PUBLIC WORKS DEPARTMENT
PARKS & GROUNDS MAINTENANCE DIVISON

The City of Washington's Parks & Grounds Maintenance Division is responsible for maintaining all of the City's recreational facilities, including the McConnel Sports Complex, the Hildred T. Moore Aquatic and Fitness Center, the Grace Martin Harwell Senior Center, Havens Gardens, Festival Park, the Patrick Cochran Memorial Skate Park and many more facilities.

Eddie Gurganus, Public Works Superintendent
Mac Daniels, Public Works Supervisor I

City of Washington
Public Works Department
180 East 15th Street
Washington, NC 27889

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Fax: (252) 974-6461
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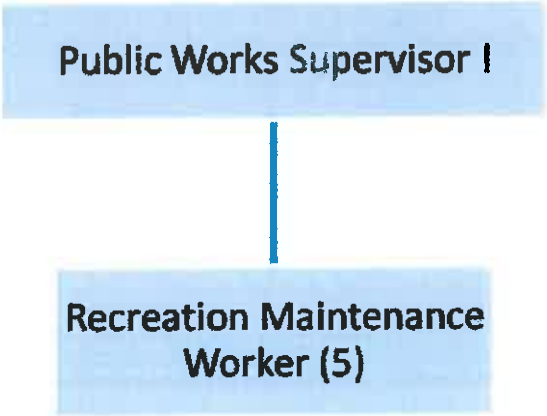

Full-Time Positions Authorized

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
6	6	5	6[1]	6[2]

[1]This division was assigned to Public Works in FY 13/14 at this staffing level.
[2]40% of Public Works Superintendent salary is allocated to this division.

PARKS & GROUNDS MAINTENANCE	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 165,636	$ 188,918	$ 189,744	$ 190,179
Benefits	63,792	81,930	82,096	82,201
Operating	213,634	171,689	231,834	188,885
Capital Outlay	61,800	116,672	117,767	69,095
Total	$ 504,862	$ 559,209	$ 621,441	$ 530,360

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Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-40-6130	PARKS & GROUNDS MAIN		PARKS & RECREATION			CULTURAL & LEISURE		
0200	SALARIES	183,969	143,050	77.76 %	183,969	181,888	180,955	182,719
0201	SALARIES OVERTIME	5,000	3,503	70.06 %	4,000	6,000	6,000	6,000
0205	SALARIES - LONGEVITY	1,775	1,775	100.00 %	1,775	1,460	1,460	1,460
0300	SALARIES-PART TIME	0	0	0.00 %				
0400	PROFESSIONAL SERVICES	142	82	57.75 %	50	50	50	50
0500	F.I.C.A. TAXES	14,600	11,339	77.66 %	14,600	14,816	14,744	14,879
0600	GROUP INSURANCE	45,984	35,442	77.07 %	45,984	46,208	43,712	45,223
0700	RETIREMENT CONTRIBUTIONS	12,872	10,487	81.47 %	12,872	13,589	13,523	13,459
0701	401K CONTRIBUTIONS	4,059	1,233	30.38 %	4,059	8,640	8,640	8,640
0703	EMPLOYER HSA CONTRIBUTIONS	3,420	3,689	107.87 %	3,420			
0704	EMPLOYER FSA CONTRIBUTIONS	416	336	80.77 %	416			
0705	EMPLOYER 457 CONTRIBUTION	745	828	111.14 %	745			
1100	TELEPHONE	864	838	96.99 %	864	900	900	900
1300	WATER & ELECTRIC SERVICE	61,000	49,093	80.48 %	62,000	62,000	62,000	62,000
1400	EMPLOYEE DEVELOPMENT	150	95	63.33 %	150	150	150	150
1500	MAINT/REPAIR BUILDINGS	67,998	68,064	100.10 %	68,000	23,000	23,000	23,000
1501	MAINT/REPAIR GROUNDS	20,692	20,603	99.57 %	21,000	21,000	21,000	21,000
1502	MAINT/REPAIR PARKS	20,262	19,992	98.67 %	20,000	20,500	20,500	20,500
1504	MAINT/REPAIR VETERAN PARK	308	302	98.05 %	400	400	400	400
1600	MAINT/REPAIR EQUIP	825	708	85.82 %	825	825	825	825
1602	MAINT/REPAIR RADIO	0	0	0.00 %				
1700	MAINT/REPAIR VEHICLES	5,300	4,942	93.25 %	7,000	7,000	7,000	7,000
1701	MAINT/REPAIR MOWERS & TRACTORS	3,700	3,317	89.65 %	3,700	3,700	3,700	3,700
1705	VEHICLE FUEL	18,000	14,390	79.94 %	18,000	18,000	18,000	18,000
3300	DEPARTMENTAL SUPPLIES	7,300	7,115	97.47 %	7,500	8,000	8,000	8,000
3301	JANATORIAL SUPPLIES	6,100	6,076	99.61 %	6,100	6,100	6,100	6,100
3600	UNIFORMS	1,290	1,142	88.53 %	1,092	1,560	1,560	1,560
3601	SAFETY SHOES	450	437	97.11 %	260	350	700	700
4501	CONTRACT SERVICE GROUNDS CONSU	9,290	9,290	100.00 %	9,290	12,500	12,500	12,500
4504	CONTRACT SERVICES - LWCF GRANT	0	0	0.00 %				

Expenditure Budget Worksheet

7/1/2014 Through 6/30/2015

		Amended Budget 13-14	Expended/ Encumbered 13-14	% Spent	Est.Exp. Entire Year 13-14	Dept Head Request 14-15	Manager Recomends 14-15	Board Approval 14-15
Fund # 10	GENERAL FUND							
10-40-6130	PARKS & GROUNDS MAIN		PARKS & RECREATION		CULTURAL & LEISURE			
7000	NONCAPITALIZED PURCHASES	7,163	7,163	100.00 %	8,500	22,000	2,500	2,500
7300	OTHER IMPROVEMENTS	28,767	28,730	99.87 %	28,730	5,500	5,500	5,500
7400	CAPITAL OUTLAY	89,000	26,177	29.41 %	26,177	63,595	63,595	63,595
7401	INSTALLMENT PURCHASES	0	0	0.00 %				
	TOTAL PARKS & GROUNDS MAIN	621,441	480,238	77.28 %	561,478	549,731	527,014	530,360

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-40-6130	PARKS & GROUNDS MAINTENAI PARKS & RECREATION	CULTURAL & LEISURE
10-40-6130-0200	**SALARIES**	**$182,719.00**
SALARIES PER PAY PLAN FOR 6 AND 40% OF GENERAL SERVICES SUPT.		
10-40-6130-0201	**SALARIES OVERTIME**	**$6,000.00**
SALARIES FOR REQUIRED OVERTIME		
10-40-6130-0205	**SALARIES - LONGEVITY**	**$1,460.00**
PER PAY PLAN FOR 6 AND 40% OF GENERAL SERVICES SUPT.		
10-40-6130-0400	**PROFESSIONAL SERVICES**	**$50.00**
PROFESSIONAL SERVICES FOR DRUG SCREENS AND BACKGROUND CHECKS		
10-40-6130-0500	**F.I.C.A. TAXES**	**$14,879.00**
EMPLOYER'S SHARE OF SOCIAL SECURITY FOR 6 EMPLOYEES AND 40% OF GENERAL SERVICES SUPT.		
10-40-6130-0600	**GROUP INSURANCE**	**$45,223.00**
EMPLOYEE INSURANCE FOR 6 EMPLOYEES AND 40% OF GENERAL SERVICES SUPT.		
10-40-6130-0700	**RETIREMENT CONTRIBUTIONS**	**$13,459.00**
EMPLOYER'S CONTRIBUTION TO RETIREMENT		
10-40-6130-0701	**401K CONTRIBUTIONS**	**$8,640.00**
401K CONTRIBUTION FOR 6 EMPLOYEES AND 40% OF GENERAL SERVICES SUPT.		
10-40-6130-1100	**TELEPHONE**	**$900.00**
1 CELL PHONE		
10-40-6130-1300	**WATER & ELECTRIC SERVICE**	**$62,000.00**
UTILITIES FOR ALL PARKS & ATHLETIC FIELDS		
10-40-6130-1400	**EMPLOYEE DEVELOPMENT**	**$150.00**
CERTIFICATION FOR PESTICIDE APPLICATION & PLAYGROUND INSPECTION CERTIFICATIONS		
10-40-6130-1500	**MAINT/REPAIR BUILDINGS**	**$23,000.00**

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested

Fund 10 GENERAL FUND

Dept. 10-40-6130 PARKS & GROUNDS MAINTENAI PARKS & RECREATION CULTURAL & LEISURE

ROUTINE MAINTENANCE OF ALL PARKS, BUILDINGS, OPEN AREAS, AND SHELTERS

10-40-6130-1501	**MAINT/REPAIR GROUNDS**	**$21,000.00**

MAINTENANCE AND REPAIRS TO THE GROUNDS MANAGED BY THIS DIVISION

10-40-6130-1502	**MAINT/REPAIR PARKS**	**$20,500.00**

MAINTENANCE AND REPAIR OF ALL PARKS MANAGED BY THIS DIVISION

10-40-6130-1504	**MAINT/REPAIR VETERAN PARK**	**$400.00**

MAINTENANCE AND REPAIR OF VETERANS PARK

10-40-6130-1600	**MAINT/REPAIR EQUIP**	**$825.00**

MAINTENANCE AND REPAIR OF EQUIPMENT:
POWER TOOLS, EDGERS, BLOWERS, WEED EATERS,
& CHAIN SAWS

10-40-6130-1700	**MAINT/REPAIR VEHICLES**	**$7,000.00**

MAINTENANCE AND FUEL FOR 5 TRUCKS & 3 TRAILERS

10-40-6130-1701	**MAINT/REPAIR MOWERS & TRACTORS**	**$3,700.00**

MAINTENANCE AND REPAIRS FOR ASSORTED PUSH MOWERS,
GOLF CART, CUB CADET UTILITY VEHICLE, VENTRAC MOWER,
3- ZERO TURN RIDING MOWER, 1 FRONT DECK
RIDING MOWER, 1 REAR FINISHING MOWER
3320 JOHN DEERE TRACTOR

10-40-6130-1705	**VEHICLE FUEL**	**$18,000.00**
10-40-6130-3300	**DEPARTMENTAL SUPPLIES**	**$8,000.00**

ASSORTED PARTS, LINE MARKERS, FLAGS, OSHA SUPPLIES,
SMALL HAND TOOLS, AND CHRISTMAS LIGHTS (NEW BULBS
AND LINES) AND OTHER CHRISTMAS SUPPLIES

10-40-6130-3301	**JANATORIAL SUPPLIES**	**$6,100.00**

JANITORIAL SUPPLIES FOR PUBLIC RESTROOMS
MANAGED BY THIS DIVISION

10-40-6130-3600	**UNIFORMS**	**$1,560.00**

EMPLOYER'S COST OF UNIFORMS FOR 5 EMPLOYEES

10-40-6130-3601	**SAFETY SHOES**	**$700.00**

City Of Washington

Budget Justification Sheet

7/1/2014 Through 6/30/2015

Account Number	Description	Amount Requested
Fund 10	GENERAL FUND	
Dept. 10-40-6130	PARKS & GROUNDS MAINTENAI PARKS & RECREATION	CULTURAL & LEISURE
EMPLOYER SHARE OF REQUIRED SAFETY SHOES FOR EMPLOYEES		
10-40-6130-4501	**CONTRACT SERVICE GROUNDS CONSU**	**$12,500.00**
CONTRACT ASSISTANCE FOR WEED CONTROL, FERTILIZATION, AND FIRE ANT CONTROL; INCLUDES FESTIVAL PARK, STEWART PKWY AND GREEN AREAS		
10-40-6130-7000	**NONCAPITALIZED PURCHASES**	**$2,500.00**
BLADE ATTACHMENT FOR TRACTOR - $2,500		
10-40-6130-7300	**OTHER IMPROVEMENTS**	**$5,500.00**
CURB & GUTTER @ SPORTS COMPLEX CIRCLE DRIVE & CONCESSION STAND WITH PAD @ CONCESSION STAND - $5,500		
10-40-6130-7400	**CAPITAL OUTLAY**	**$63,595.00**
REPLACE UTILITY TRUCK #807 - $38,000 REPLACE PICKUP 4X4 #810 - $25,595		
CUT TO BALANCE BUDGET: TOP DRESSER FOR ATHLETIC FIELDS - $19,500		
Total for Department	PARKS & GROUNDS MAINTENANCE	**$530,360.00**

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