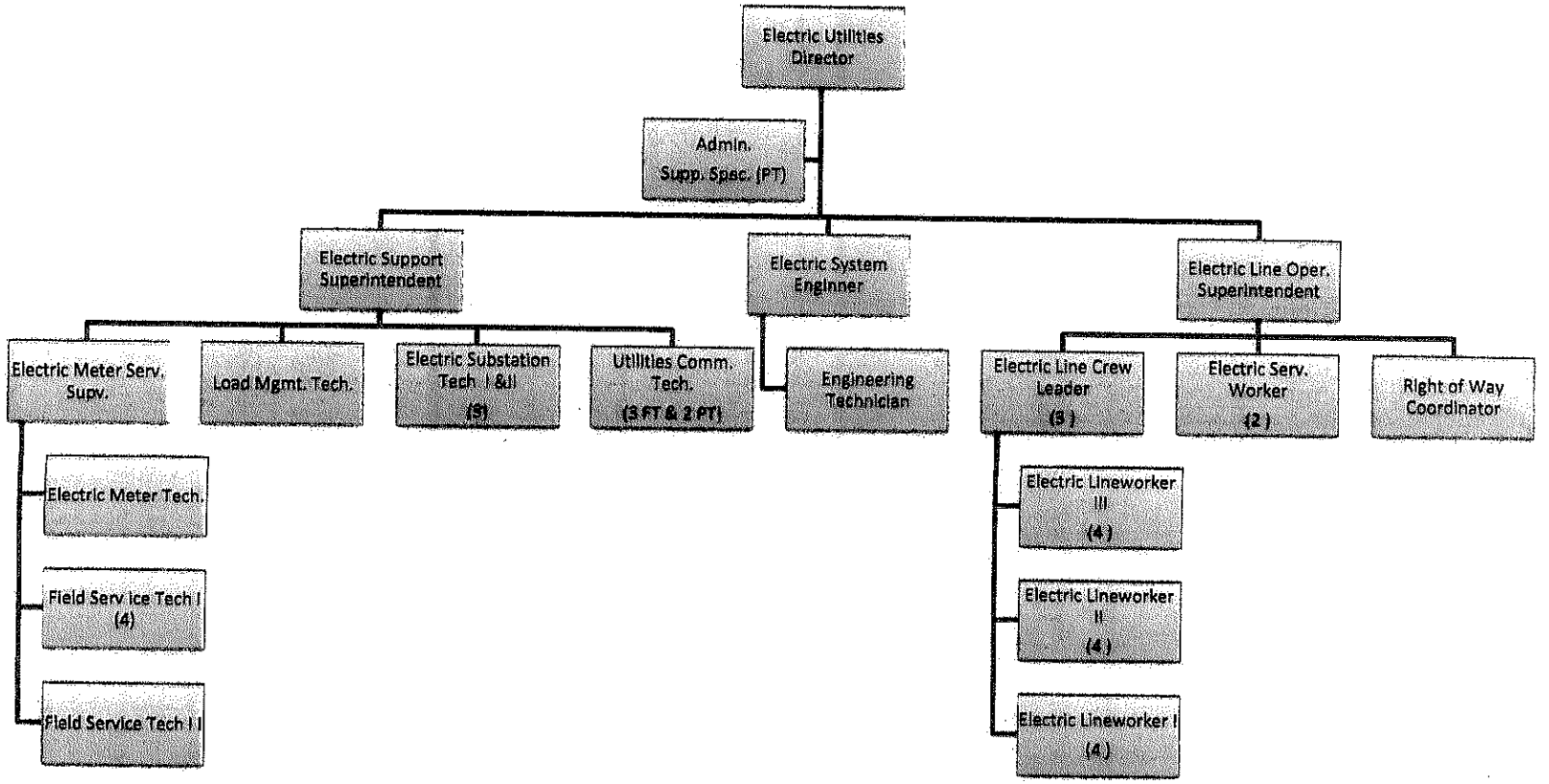
ELECTRIC
2015-16



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CITY OF WASHINGTON
ELECTRIC UTILITIES DEPARTMENT

Keith Hardt, P.E., Director

Electric Utilities Department
102 E. Second Street • 250 Plymouth Street
203 Grimes Road • 339 W. Second Street
Washington, North Carolina 27889

Phone: (252) 975-9320
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The Electric Utilities Department provides system maintenance and construction resources to maintain and expand the City's electric distribution, transmission, generation and substation systems. The meter services division provides meter reading services and field customer service functions to both the electric and water departments of the City. The utility communications division within the department provides all non-public safety radio, telephone and SCADA monitoring and communications for the City. Wholesale electricitcy purchases are from the North Carolina Eastern Municipal Power Agency (NCEMPA). NCEMPA supplies all the the City's electricity requirements. The Washington City Council sets retail electric rates based on the revenue requirements of the department.

Revenue Budget Worksheet

7/1/2015 Through 6/30/2016

		Prior Year Actual	Current Budget	Revenue to Date	Estimated Entire Year	Dept Head Request	Manager Recommends	Board Approval
		13-14	14-15	14-15	14-15	15-16	15-16	15-16
Fund # 35	ELECTRIC FUND							
35-90-3350-8000	MISCELLANEOUS REVENUE	13,734	10,000	35,616	35,000	15,000	15,000	15,000
35-90-3350-8001	MISCELLANEOUS FINES & METERS	17,320	13,000	12,481	15,000	13,000	13,000	13,000
35-90-3350-8002	MISC. REVENUE-JOBBING	0	50,000		40,000	50,000	50,000	50,000
35-90-3500-3650	SOLAR PROJECT 2	123,313	0					
35-90-3500-3660	SOLAR PROJECT 3	98,122	0					
35-90-3500-3670	SOLAR PROJECT 4	364,039	0					
35-90-3710-5100	SALE OF ELECTRICITY	35,368,124	35,050,941	29,422,613	35,489,090	35,640,101	35,640,101	35,640,101
35-90-3710-5200	NC GREEN POWER SALES	96	100	72	95	95	95	95
35-90-3710-8900	RECOVERY OF DOUBTFUL ACCOUNTS	4,730	5,000	2,320	2,500	2,500	2,500	2,500
35-90-3730-5202	CONNECTION FEES	27,374	32,000	19,989	20,000	22,000	22,000	22,000
35-90-3730-5205	NEW CONSTRUCTION FEE	2,100	3,000	1,150	1,000	3,000	3,000	3,000
35-90-3750-5800	SERVICE FEES	93,665	85,000	70,831	85,000	85,000	85,000	85,000
35-90-3760-5202	FACILITY CONNECTION	5,145	0	3,763	3,800	1,000	1,000	1,000
35-90-3770-5202	POLE ATTACHMENT FEES	19,309	18,000	3,019	18,000	18,000	18,000	18,000
35-90-3780-5202	UNDERGROUND SERVICES	28,588	30,000	29,499	32,000	30,000	30,000	30,000
35-90-3780-5205	URD SUBDIVISION SERVICES	0	17,500			15,000	15,000	15,000
35-90-3790-5800	LATE PENALTY CHARGES ELECTRIC	301,102	280,000	255,033	280,000	280,000	280,000	280,000
35-90-3810-8100	SALE SERVICES & MATERIALS	1,139	0					
35-90-3830-8101	SALE OF SCRAP	18,210	19,000	25,670	26,000	18,000	18,000	18,000
35-90-3830-8200	SALE OF FIXED ASSETS	12,955	10,000	4,600	10,000	10,000	10,000	10,000
35-90-3831-0000	INTEREST EARNED	31,051	22,000	21,772	25,000	25,000	25,000	25,000
35-90-3920-9100	INSTALLMENT NOTE PROCEEDS	0	0			1,602,500	1,602,500	527,500
35-90-3970-3000	ADM. CHRGS. FROM WATER	107,060	107,060	89,217	107,060	162,095	162,095	162,095
35-90-3970-3200	ADM.. CHRGS. FROM SEWER	53,648	53,648	44,707	53,648	56,867	56,867	56,867
35-90-3980-1000	TRANSFER FROM G/F	5,488	0					
35-90-3980-8400	CAPITAL CONTRIBUTIONS	18,969	0					
35-90-3991-9910	FUND BALANCE APPROPRIATED	0	1,676,180		1,676,180			
TOTAL	ELECTRIC FUND	36,715,281	37,482,429	30,042,352	37,919,373	38,049,158	38,049,158	36,974,158

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-4020	DEBT SERVICE		DEBT SERVICE			ELECTRIC FUND		
8100	PRINCIPLE PAYMENT O2 REFUNDINC	0	0	0.00 %				
8201	INTEREST-2002 REFUNDING	0	0	0.00 %				
8300	INSTALLMENT NOTE PRINCIPAL PAYMEN	253,222	151,344	59.77 %	260,497	380,931	368,551	269,839
8301	INSTALLMENT NOTE INTEREST PAYMENTS	8,576	8,289	96.65 %	8,854	37,018	34,713	14,041
TOTAL DEBT SERVICE		261,798	159,633	60.98 %	269,351	417,949	403,264	283,880

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-4020	DEBT SERVICE	DEBT SERVICE	ELECTRIC FUND

35-90-4020-8300 **INSTALLMENT NOTE PRINCIPAL PAYMENT** **$269,839.00**

CAPITAL ONE NOTE - $132,858
BB&T INSTALLMENT NOTE #8- $87,943
NEW DEBT SERVICE FOR FY 15/16 PURCHASES (6 MONTHS ONLY) - $49,038

35-90-4020-8301 **INTEREST NOTE INTEREST PAYMENTS** **$14,041.00**

CAPITAL ONE NOTE - $1,218
BB&T INSTALLMENT NOTE #8 - $2,680
NEW DEBT SERVICE FOR FY 15/16 PURCHASES (6 MONTHS ONLY) - $10,143

Total for Department DEBT SERVICE **$283,880.00**

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-6610	MISCELLANEOUS		NON-DEPARTMENTAL			ELECTRIC FUND		
0200	SALARY ADJUSTMENTS	7,000	0	0.00 %				
0800	UNEMPLOYMENT COMPENSATION	10,000	0	0.00 %		10,000	10,000	10,000
1000	TRANSFER TO GENERAL FUND	470,000	391,667	83.33 %	470,000	430,000	470,000	654,281
1201	NON-CONTRACT PRINTING	5,500	2,871	52.20 %	3,000	5,500	4,500	4,500
1600	MAINT/REPAIR TELEPHONE SYSTEM	1,000	652	65.20 %	800	1,000	1,000	1,000
4500	WELLNESS PROGRAM	2,159	826	38.26 %	2,159	2,159	2,159	2,159
5201	RENTAL PAYMENTS	18,000	18,000	100.00 %	18,000	18,000	18,000	18,000
5300	DUES & SUBSCRIPTIONS	300	423	141.00 %	600	300	600	600
5400	INSURANCE PREMIUM	140,000	121,138	86.53 %	125,000	140,000	125,000	125,000
5402	WORKMEN COMPENSATION INS.	53,000	55,208	104.17 %	55,208	53,000	55,500	55,500
5601	INVENTORY REIMBURSEMENT	0	0	0.00 %				
5700	PAYMT IN LIEU OF TAXES TO G.F	135,695	135,695	100.00 %	135,695	139,779	140,388	140,388
5701	PAYMENT IN LIEU OF UTILITY SALES TAX	190,000	190,000	100.00 %	190,000		190,000	190,000
5702	PMT. TO ECON. DEVELOPMENT	98,708	98,708	100.00 %	98,708	98,708	95,680	113,312
5750	TORNADO EXPENSES	0	0	0.00 %				
5902	INVENTORY ADJUSTMENTS	0	0	0.00 %				
6000	UTILITY ASSISTANCE CONTRIBUTION	10,000	10,000	100.00 %	10,000	10,000	10,000	10,000
7400	CAPITAL OUTLAY			0.00 %			75,942	75,942
9200	ADM. CHRGS. PAID TO G/F	1,222,514	1,018,762	83.33 %	1,222,514	1,300,000	1,371,456	1,331,459
TOTAL	MISCELLANEOUS	2,363,876	2,043,950	86.47 %	2,331,684	2,208,446	2,570,225	2,732,141

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-6610	MISCELLANEOUS NON-DEPARTMENTAL	ELECTRIC FUND
35-90-6610-0800	**UNEMPLOYMENT COMPENSATION**	**$10,000.00**
ELECTRIC FUND SHARE OF YEARLY UNEMPLOYMENT CONPENSATION		
35-90-6610-1000	**TRANSFER TO GENERAL FUND**	**$654,281.00**
RETURN ON INVESTMENT TO GENERAL FUND FOR CUSTOMERS OUTSIDE THE CITY LIMITS		
35-90-6610-1201	**NON-CONTRACT PRINTING**	**$4,500.00**
ELECTRIC DEPARTMENT SHARE OF MUNICIPAL BLDG COPY MACHINE USAGE, RENTAL CONTRACT AND MAINTENANCE SUPPLIES		
35-90-6610-1600	**MAINT/REPAIR TELEPHONE SYSTEM**	**$1,000.00**
ELECTRIC FUND SHARE OF MAINTENANCE OF TELEPHONE SYSTEM		
35-90-6610-4500	**WELLNESS PROGRAM**	**$2,159.00**
ECLECTRIC FUND SHARE OF WELLNESS PROGRAM		
35-90-6610-5201	**RENTAL PAYMENTS**	**$18,000.00**
PER SQUARE FOOT RENTAL CHARGE FOR DIRECTOR'S OFFICE IN THE MUNICIPAL BUILDING		
35-90-6610-5300	**DUES & SUBSCRIPTIONS**	**$600.00**
ELECTRIC UTILITIES CHAMBER OF COMMERCE DUES AND DEX MEDIA ADVERTISING		
35-90-6610-5400	**INSURANCE PREMIUM**	**$125,000.00**
ELECTRIC FUND SHARE OF PROPERTY AND AUTO INSURANCE		
35-90-6610-5402	**WORKMEN COMPENSATION INS.**	**$55,500.00**
ELECTRIC FUND COST OF WORKMAN'S COMPENSATION STOP LOSS INSURANCE - $12,000 THIRD PARTY ADMINISTRATOR FOR SELF INSURANCE - $3,500 PAYMENT TO INTERNAL SERVICE FUND FOR ESTIMATED CLAIMS - $40,000		
35-90-6610-5700	**PAYMT IN LIEU OF TAXES TO G.F**	**$140,388.00**
AD VALOREM TAXES TO GENERAL FUND FOR ELECTRIC ASSETS WITHIN THE CITY LIMITS		
35-90-6610-5701	**PAYMENT IN LIEU OF UTILITY SALES TAX**	**$190,000.00**
PAYMENT TO GENERAL FUND FOR UTILITY SALES TAX REVENUE ELIMINATED BY THE STATE		
35-90-6610-5702	**PMT. TO ECON. DEVELOPMENT**	**$113,312.00**
ELECTRIC FUND SHARE OF ECONOMIC DEVELOPMENT EXPENSES		
35-90-6610-6000	**UTILITY ASSISTANCE CONTRIBUTION**	**$10,000.00**

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested

Fund 35 ELECTRIC FUND

Dept. 35-90-6610 MISCELLANEOUS NON-DEPARTMENTAL ELECTRIC FUND

ELECTRIC FUND MATCH OF CUSTOMER CONTRIBUTIONS TO UTILITY ASSISTANCE FUND TO BE PAID FOR WITH INTEREST EARNINGS FROM CONSUMER METER DEPOSITS AND SALE OF SCRAP MATERIALS - $10,000

35-90-6610-7400 **CAPITAL OUTLAY** **$75,942.00**

ELECTRIC SHARE OF IT SWITHCES - $12,306
ELECTRIC SHARE OF UTILITY BILLING SOFTWARE - $63,636

35-90-6610-9200 **ADM. CHRGS. PAID TO G/F** **$1,331,459.00**

COST FOR ADMINISTATION SERVICES PROVIDED TO THE ELECTRIC FUND DURING FISCAL YEAR

Total for Department MISCELLANEOUS **$2,732,141.00**

ELECTRIC UTILITIES DEPARTMENT
ADMINISTRATION DIVISION

The Adminitstration Division of Electric Utilities Department provides leadership and technical support for the Electric Department. The division consist of the Electtric Utilities Director, Electric System Engineer, and Electric Engineering Technician.

Keith Hardt, P.E., Director

Electric Utilities Department
102 E. Second Street • 203 Grimes Road
Washington, North Carolina 27889

Phone: (252) 975-9320
Fax: (252) 975-0249
Email: khardt@washingtonnc.gov

The roles and responsibilities of the division include administrative, budgetary and technical support for the Electric Department. The responsibilities are broad and cover pole line engineering and staking, underground utilitiees locating and general engineering.

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
3	3	3	3	3

ELECTRIC ADMINISTRATION	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 222,513	$ 201,921	$ 201,921	$ 223,856
Benefits	68,947	61,493	61,493	63,629
Operating	481,024	51,400	60,943	86,200
Capital	0	0	0	0
Total	$ 772,484	$ 314,814	$ 324,357	$ 373,685

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-7220	ELECTRIC DIRECTOR		ELECTRIC FUND			ELECTRIC DIRECTOR		
0200	SALARIES	201,046	160,980	80.07 %	201,376	204,553	204,553	207,158
0201	SALARIES OVERTIME	0	1,133	0.00 %	1,500	2,000	2,000	2,000
0205	SALARIES - LONGEVITY	875	875	100.00 %	875	950	950	950
0207	SALARIES-SOLAR PROJECT	0	0	0.00 %				
0400	PROFESSIONAL SERVICES	33,962	28,388	83.59 %	33,000	75,000	60,000	60,000
0450	SOLAR PROJECT 2	0	0	0.00 %				
0460	SOLAR PROJECT 3	0	0	0.00 %				
0470	SOLAR PROJECT 4	0	0	0.00 %				
0500	F.I.C.A. TAXES	15,602	12,276	78.68 %	15,602	16,029	16,029	17,280
0600	GROUP INSURANCE	27,848	24,106	86.56 %	27,848	27,648	20,988	20,988
0601	RETIREE INSURANCE	0	0	0.00 %			6,660	6,660
0700	RETIREMENT CONTRIBUTIONS	13,993	11,278	80.60 %	13,993	13,560	13,560	14,651
0701	401K CONTRIBUTIONS	930	629	67.63 %	930	4,050	4,050	4,050
0703	EMPLOYER HSA CONTRIBUTIONS	3,120	2,513	80.54 %	3,120			
0704	EMPLOYER FSA CONTRIBUTIONS	0	0	0.00 %				
0705	EMPLOYER 457 CONTRIBUTION	0	5	0.00 %				
1100	TELEPHONE	3,000	1,445	48.17 %	3,500	3,500	2,500	2,500
1400	EMPLOYEE DEVELOPMENT	7,800	3,924	50.31 %	7,800	8,500	8,500	9,000
1604	MAINT/REPAIR OFFICE EQUIP	100	0	0.00 %	50	100	100	100
1700	MAINT/REPAIR VEHICLES	1,581	2,747	173.75 %	2,000	1,600	1,600	1,600
1705	VEHICLE FUEL	8,000	3,941	49.26 %	5,000	5,000	5,000	5,000
3300	DEPARTMENTAL SUPPLIES	2,500	2,114	84.56 %	2,500	2,500	2,500	4,000
3400	EDP SUPPLIES	500	254	50.80 %	500	500	500	500
3600	UNIFORMS	1,500	122	8.13 %	1,400	1,500	1,500	1,500
3601	SAFETY SHOES	1,000	305	30.50 %	300	1,000	1,000	1,000
5300	DUE & SUBSCRIPTIONS	1,000	498	49.80 %	1,000	1,000	1,000	1,000
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %				
0300	PART TIME SALARIES	0	0	0.00 %				13,748
TOTAL	ELECTRIC DIRECTOR	324,357	257,533	79.40 %	322,294	368,990	352,990	373,685

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-7220	ELECTRIC DIRECTOR	ELECTRIC FUND ELECTRIC DIRECTOR
35-90-7220-0200	**SALARIES**	**$207,158.00**
SALARIES FOR 3 FULL TIME EMPLOYEES		
35-90-7220-0201	**SALARIES OVERTIME**	**$2,000.00**
OVERTIME SALARIES FOR 3 FULL TIME EMPLOYEES		
35-90-7220-0205	**SALARIES - LONGEVITY**	**$950.00**
LONGEVITY FOR 3 FULL TIME EMPLOYEES		
35-90-7220-0300	**PART TIME SALARIES**	**$13,748.00**
PART-TIME ADMINISTRATIVE ASSISTANT		
35-90-7220-0400	**PROFESSIONAL SERVICES**	**$60,000.00**
PROFESSIONAL ENGINEERING SERVICES - $10,000 ELECTRIC RATE WORK - $15,000 COST OF SERVICE STUDY - $35,000		
35-90-7220-0500	**F.I.C.A. TAXES**	**$17,280.00**
EMPLOYER SHARE OF FICA FOR 3 FULL TIME EMPLOYEES		
35-90-7220-0600	**GROUP INSURANCE**	**$20,988.00**
GROUP INSURANCE FOR 3 FULL TIME EMPLOYEES.		
35-90-7220-0601	**RETIREE INSURANCE**	**$6,660.00**
MEDICAL COVERAGE FOR 1 RETIREE.		
35-90-7220-0700	**RETIREMENT CONTRIBUTIONS**	**$14,651.00**
RETIREMENT CONTRUBUTIONS FOR 3 FULL TIME EMPLOYEES		
35-90-7220-0701	**401K CONTRIBUTIONS**	**$4,050.00**
EMPLOYER 401K CONTRIBUTIONS FOR 3 FULL TIME EMPLOYEES		
35-90-7220-1100	**TELEPHONE**	**$2,500.00**
CHARGES FOR OFFICE AND CELL PHONE USAGE FOR DIRECTOR'S OFFICE (TWO CELL PHONES)		
35-90-7220-1400	**EMPLOYEE DEVELOPMENT**	**$9,000.00**
NCAMES ANNUAL MEETING, DIRECTOR, IN STATE - $1,000 NCAMES S&T MEETING, ENGINEER, QUARTERLY, IN STATE - $500 CONSULTANT, NCEMPA AND ELECTRICITIES MEETINGS , IN STATE - $1,500 ELECTRICITIES ANNUAL MEETING, CITY COUNCIL, MANAGER, DIRECTOR - $3,000 APPA&E ANNUAL MEETING, DIRECTOR - $2,500		
35-90-7220-1604	**MAINT/REPAIR OFFICE EQUIP**	**$100.00**
MAINTENANCE AND REPAIR OF OFFICE EQUIPMENT		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-7220	ELECTRIC DIRECTOR ELECTRIC FUND ELECTRIC DIRECTOR	
35-90-7220-1700	**MAINT/REPAIR VEHICLES**	**$1,600.00**
MAINTENANCE AND REPAIR		
35-90-7220-1705	**VEHICLE FUEL**	**$5,000.00**
VEHICLE FUEL		
35-90-7220-3300	**DEPARTMENTAL SUPPLIES**	**$4,000.00**
DEPARTMENTAL AND OFFICE		
35-90-7220-3400	**EDP SUPPLIES**	**$500.00**
COMPUTER SUPPLIES, PAPER, AND TONER		
35-90-7220-3600	**UNIFORMS**	**$1,500.00**
EMPLOYER SHARE FOR 3 EMPLOYEE UNIFORMS		
35-90-7220-3601	**SAFETY SHOES**	**$1,000.00**
EMPLOYER SHARE FOR REQUIRED SAFETY SHOES		
35-90-7220-5300	**DUE & SUBSCRIPTIONS**	**$1,000.00**
DUES FOR PENC $500 DUES FOR IEEE $500		
Total for Department	ELECTRIC DIRECTOR	**$373,685.00**

ELECTRIC UTILITIES DEPARTMENT
UTILITY COMMUNICATIONS DIVISION

The Utility Communications Division Division of Electric Utilities Department provides the direct communication channel to our utility customers and the employees that serve those customers.

Ed Pruden, Utilities Support Superintendent

Electric Utilities Department
250 Plymouth Street
Washington, North Carolina 27889

Phone: (252) 975-9320
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The roles and responsibilities of the division include: receiving non-emergency and utility outage calls from citizens and utility cistomers; maintaining communications with field operation employees so as to relay information about routine calls and needs for service restoration; monitoring and controlling the electric, water, wastewater and stormwater utility Supervisory Control and Data Acquisituon (SCADA) system and forwarding this information to the appropriate field operations employees.

This divion is staffed for 24-hour monitoring and response to customer needs.

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
4	3	3	3	3

ELECTRIC UTILITIES COMMUNICATIONS	FY 12-13 Actual	FY 13-14 Original	FY 13-14 Amended	FY 14-15 Approved Budget
Personnel	$ 167,155	$ 176,755	$ 176,755	$ 180,622
Benefits	44,288	66,220	66,220	65,443
Operating	40,037	40,320	40,320	25,000
Capital Outlay	0	0	0	0
Total	$ 251,480	$ 283,295	$ 283,295	$ 271,065

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-7230	UTILITY COMMUNICATIO		ELECTRIC FUND			UTILITY COMMUNICATIONS		
0200	SALARIES	115,305	93,174	80.81 %	115,305	117,039	117,039	118,561
0201	SALARIES - OVERTIME	19,400	16,574	85.43 %	19,400	19,400	19,400	19,400
0205	SALARIES - LONGEVITY	850	850	100.00 %	850	925	925	925
0300	SALARIES - PART-TIME	41,200	29,281	71.07 %	41,200	41,200	41,200	41,736
0400	PROFESSIONAL SERVICES	0	102	0.00 %	36			
0500	F.I.C.A. TAXES	13,677	10,526	76.96 %	13,677	13,815	13,815	13,972
0600	GROUP INSURANCE	35,984	13,625	37.86 %	17,000	35,374	35,374	35,374
0700	RETIREMENT CONTRIBUTIONS	12,509	9,889	79.06 %	12,509	11,910	11,910	12,047
0701	401K CONTRIBUTIONS	930	627	67.42 %	930	4,050	4,050	4,050
0703	EMPLOYER HSA CONTRIBUTIONS	2,080	1,672	80.38 %	2,080			
0705	EMPLOYER 457 CONTRIBUTION	1,040	836	80.38 %	1,040			
1100	TELEPHONE	13,000	14,258	109.68 %	15,000	15,000	10,000	10,000
1300	WATER & ELECTRIC SEVICES	1,500	1,006	67.07 %	1,500	1,500	1,500	1,500
1400	EMPLOYEE DEVELOPMENT	200	100	50.00 %	25	200	200	200
1602	MAINT/REPAIR RADIO	6,200	5,579	89.98 %	6,200	6,200	6,200	6,200
2100	RENTALS-OPERATION CENTER	17,320	0	0.00 %	17,320	17,320		
2600	EMPLOYEE ADVERTISEMENT	100	0	0.00 %		100	100	100
3300	DEPARTMENTAL SUPPLIES	2,000	704	35.20 %	1,500	2,000	2,000	2,000
4500	CONTRACT SERVICES	0	0	0.00 %			5,000	5,000
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %				
TOTAL	UTILITY COMMUNICATIO	283,295	198,803	70.18 %	265,572	286,033	268,713	271,065

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-7230	UTILITY COMMUNICATIONS ELECTRIC FUND UTILITY COMMUNICAT	
35-90-7230-0200	**SALARIES**	**$118,561.00**
SALARIES FOR 3 FULL TIME EMPLOYEES		
35-90-7230-0201	**SALARIES - OVERTIME**	**$19,400.00**
OVERTIME SALARIES FOR 3 FULL TIME EMPLOYEES		
35-90-7230-0205	**SALARIES - LONGEVITY**	**$925.00**
LONGEVITY FOR 3 FULL TIME EMPLOYEES		
35-90-7230-0300	**SALARIES - PART-TIME**	**$41,736.00**
SALARIES FOR TWO PART TIME EMPLOYEES		
35-90-7230-0500	**F.I.C.A. TAXES**	**$13,972.00**
SOCIAL SECURITY AND MEDICARE TAXES FOR 3 FULL TIME EMPLOYEES AND TWO PART TIME EMPLOYEES		
35-90-7230-0600	**GROUP INSURANCE**	**$35,374.00**
GROUP INSURANCE FOR 3 FULL TIME EMPLOYEES AND 2 PART TIME EMPLOYEES		
35-90-7230-0700	**RETIREMENT CONTRIBUTIONS**	**$12,047.00**
RETIREMENT CONTRIBUTIONS FOR 3 FULL TIME EMPLOYEES AND TWO PART TIME EMPLOYEES		
35-90-7230-0701	**401K CONTRIBUTIONS**	**$4,050.00**
EMPLOYER 401K CONTRIBUTIONS FOR 3 FULL TIME EMPLOYEES		
35-90-7230-1100	**TELEPHONE**	**$10,000.00**
TELEPHONE SERVICES		
35-90-7230-1300	**WATER & ELECTRIC SEVICES**	**$1,500.00**
UTILITY CHARGES JACK'S CREEK RADIO BUILDING		
35-90-7230-1400	**EMPLOYEE DEVELOPMENT**	**$200.00**
EDUCATIONAL ASSISTANCE - BCCC - $200		
35-90-7230-1602	**MAINT/REPAIR RADIO**	**$6,200.00**
UTILITY RADIO REPAIR AND REPLACEMENT - $6,200		
35-90-7230-2600	**EMPLOYEE ADVERTISEMENT**	**$100.00**
ADVERTISMENT COST FOR NEW EMPLOYEE HIRING - $100		
35-90-7230-3300	**DEPARTMENTAL SUPPLIES**	**$2,000.00**
MISC DEPARTMENTAL SUPPLIES - $2,000		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-7230	UTILITY COMMUNICATIONS	ELECTRIC FUND	UTILITY COMMUNICAT
35-90-7230-4500	**CONTRACT SERVICES**		**$5,000.00**
NC 811 ONE-CALL CENTER FEES AND LOCATE SERVICE			
Total for Department	UTILITY COMMUNICATIONS		**$271,065.00**

ELECTRIC UTILITIES DEPARTMENT
ELECTRIC METER SERVICES DIVISION

The Electric Meter Services Division Division of Electric Utilities Department provides electric meter testing, meter reading and traffic control maintenance and control for the Electric Department.

Ed Pruden, Utilities Support Superintendent
Brenda Ruffin, Meter Services Supervisor

Electric Utilities Department
250 Plymouth Street • 203 Grimes Road
Washington, North Carolina 27889

Phone: (252) 975-9320
Fax: (252) 975-0249
Email: epruden@washingtonnc.gov
bruffin@washingtonnc.gov

The roles and responsibilities of the division include: installation, maintenance and testing of residential, commercial and industrial electric meters on the City's electric system; reading electric and water meters for over 13,000 retail utility accounts as well as maintaining the routing for the se readings; installing and maintaining the City-owned traffic signals.

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
4	4	6[1]	6	7[2]

[1] In FY 13/14 two Customer Services Field Representatives were moved to this division.
[2] In FY 15/16 a Meter Reader position previously being paid out of the Water Fund was move to this division. Administrative charges paid to the Electric Fund by the Water & Sewer Fund were recalculated based on the number of meters.

ELECTRIC METER SERVICES	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 280,444	$ 291,125	$ 291,125	$ 316,346
Benefits	91,040	94,058	94,058	111,535
Operating	106,267	110,072	110,072	138,140
Capital	26,362	70,000	71,740	75,000
Total	$ 504,113	$ 565,255	$ 566,995	$ 641,021

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-7250	ELECTRIC METER SER	ELECTRIC FUND			ELECTRIC METER SERVICE			
0200	SALARIES	262,591	212,443	80.90 %	262,591	290,198	290,198	300,846
0201	SALARIES - OVERTIME	13,000	5,947	45.75 %	10,000	13,000	13,000	13,000
0205	SALARIES - LONGEVITY	2,400	2,400	100.00 %	2,400	2,500	2,500	2,500
0300	SALARIES - PART-TIME	13,134	8,486	64.61 %	13,134	13,134	13,134	
0400	PROFESSIONAL SERVICES	10,000	312	3.12 %	1,000	10,000	1,000	1,000
0500	F.I.C.A. TAXES	22,581	17,058	75.54 %	22,581	24,593	24,593	24,403
0600	GROUP INSURANCE	43,704	36,488	83.49 %	43,704	56,720	50,060	50,060
0601	RETIREE INSURANCE	0	0	0.00 %			6,660	6,660
0700	RETIREMENT CONTRIBUTIONS	19,673	15,610	79.35 %	19,673	20,252	20,252	20,962
0701	401K CONTRIBUTIONS	2,900	1,230	42.41 %	2,900	9,450	9,450	9,450
0703	EMPLOYER HSA CONTRIBUTION	2,080	1,672	80.38 %	2,080			
0705	EMPLOYER 457 CONTRIBUTION	3,120	3,247	104.07 %	3,120			
1100	TELEPHONE	2,500	1,879	75.16 %	2,500	2,500	2,500	2,500
1300	WATER & ELECTRIC SERVICES	9,000	6,687	74.30 %	9,000	9,000	9,000	9,000
1400	EMPLOYEE DEVELOPMENT	2,000	176	8.80 %	2,000	2,000	2,000	2,000
1500	MAINT/REPAIR BUILDING	2,000	1,045	52.25 %	2,000	36,000	36,000	36,000
1600	MAINTENANCE/REPAIR EQUIPMENT	18,500	10,132	54.77 %	18,500	18,500	18,500	18,500
1602	MAINT/REPAIR RADIO	500	0	0.00 %	250	500	500	500
1700	MAINT/REPAIR VEHICLES	5,000	4,114	82.28 %	2,500	5,000	5,000	5,000
1705	VEHICLE FUEL	15,000	9,494	63.29 %	15,000	15,000	15,000	15,000
2101	RENTALS-EQUIPMENT	400	236	59.00 %	400	400	400	400
2600	EMPLOYEE ADVERTISMENT	200	0	0.00 %	100	200	200	200
3300	DEPARTMENTAL SUPPLIES	3,500	2,151	61.46 %	2,500	3,500	3,500	3,500
3600	UNIFORMS	4,072	2,741	67.31 %	3,000	4,540	4,540	4,540
3601	SAFETY SHOES	1,200	1,082	90.17 %	1,200	1,200	1,200	1,200
4500	CONTRACTED SERVICES	30,000	30,000	100.00 %	30,000	30,000	30,000	30,000
5400	INSURANCE DEDUCTIBLES	0	1,081	0.00 %	1,200			
5601	MATERIAL METER REPAIR	6,000	1,958	32.63 %	2,000	6,000	6,000	6,000
5602	MATERIAL TRAFFIC LIGHT	200	0	0.00 %		200	200	200
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %		2,600	2,600	2,600

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Yea 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-7250	ELECTRIC METER SER		ELECTRIC FUND			ELECTRIC METER SERVICE		
7400	CAPITAL OUTLAY	71,740	23,835	33.22 %	60,000	75,000	75,000	75,000
7401	INSTALLMENT NOTE PURCHASE	0	0	0.00 %				
TOTAL	ELECTRIC METER SER	566,995	401,504	70.81 %	535,333	651,987	642,987	641,021

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-7250	ELECTRIC METER SER ELECTRIC FUND	ELECTRIC METER SEF
35-90-7250-0200	**SALARIES**	**$300,846.00**
SALARIES FOR 7 FULL TIME EMPLOYEES		
35-90-7250-0201	**SALARIES - OVERTIME**	**$13,000.00**
OVERTIME SALARIES FOR 7 FULL TIME EMPLOYEES		
35-90-7250-0205	**SALARIES - LONGEVITY**	**$2,500.00**
LONGEVITY FOR 7 FULL TIME EMPLOYEES		
35-90-7250-0400	**PROFESSIONAL SERVICES**	**$1,000.00**
PROFESSIONAL SERVICES		
35-90-7250-0500	**F.I.C.A. TAXES**	**$24,403.00**
SOCIAL SECURITY AND MEDICARE TAXES FOR 7 FULL TIME EMPLOYEES AND ONE PART TIME EMPLOYEE		
35-90-7250-0600	**GROUP INSURANCE**	**$50,060.00**
GROUP INSURANCE FOR 7 FULL TIME EMPLOYEES		
35-90-7250-0601	**RETIREE INSURANCE**	**$6,660.00**
MEDICAL COVERAGE FOR 1 RETIREE.		
35-90-7250-0700	**RETIREMENT CONTRIBUTIONS**	**$20,962.00**
EMPLOYER RETIREMENT CONTRIBUTIONS FOR 7 FULL TIME EMPLOYEES		
35-90-7250-0701	**401K CONTRIBUTIONS**	**$9,450.00**
EMPLOYER 401K CONTRIBUTIONS FOR 7 FULL TIME EMPLOYEES		
35-90-7250-1100	**TELEPHONE**	**$2,500.00**
CHARGES FOR OFFICE AND CELL PHONE USAGE - $2,500		
35-90-7250-1300	**WATER & ELECTRIC SERVICES**	**$9,000.00**
WATER AND ELECTRIC SERVICES FOR ELECTRIC METER SHOP		
35-90-7250-1400	**EMPLOYEE DEVELOPMENT**	**$2,000.00**
ELECTRIC METER SCHOOL, 2 EMPLOYEES- $1,500 METER TECH CAREER DEV. - $500		
35-90-7250-1500	**MAINT/REPAIR BUILDING**	**$36,000.00**
GENERAL BUILDING MAINTENANCE OF ELECTRIC METER SHOP - $2,000 REPLACE FLOORING IN METER SHOP - $3,000 1/3 SHARED COST OF PARKING LOT REPAIRS - $25,000 REPLACE HEATING SYSTEM - $6,000		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-7250	ELECTRIC METER SER ELECTRIC FUND	ELECTRIC METER SEF
35-90-7250-1600	**MAINTENANCE/REPAIR EQUIPMENT**	**$18,500.00**
MVRS/MV90XI HARDWARE/SOFTWARE SUPPORT CONTRACT - $16,000 ELECTRIC METER TEST BOARD CERTIFICATION - $2,500		
35-90-7250-1602	**MAINT/REPAIR RADIO**	**$500.00**
MAINTENANCE ON VEHICLE AND HANDHELD CITY RADIOS		
35-90-7250-1700	**MAINT/REPAIR VEHICLES**	**$5,000.00**
MAINTENANCE, SERVICE AND FUEL METER DEPARTMENT VEHICLES		
35-90-7250-1705	**VEHICLE FUEL**	**$15,000.00**
VEHICLE FUEL - $15,000		
35-90-7250-2101	**RENTALS-EQUIPMENT**	**$400.00**
COST FOR SHARED COPIER LOCATED AT TRANSMISSION AND DISTRIBUTION OFFICE		
35-90-7250-2600	**EMPLOYEE ADVERTISMENT**	**$200.00**
ADVERTISEMENT FOR VACANT POSITIONS		
35-90-7250-3300	**DEPARTMENTAL SUPPLIES**	**$3,500.00**
OFFICE DEPARTMENTAL SUPPLIES		
35-90-7250-3600	**UNIFORMS**	**$4,540.00**
RENTAL UNIFORM CHARGES FOR 7 EMPLOYEES T-SHIRTS AND HATS		
35-90-7250-3601	**SAFETY SHOES**	**$1,200.00**
EMPLOYER SHARE FOR REQUIRED SAFETY SHOES		
35-90-7250-4500	**CONTRACTED SERVICES**	**$30,000.00**
CURRENT TRANSFORMER METER INSTALLATION TESTING		
35-90-7250-5601	**MATERIAL METER REPAIR**	**$6,000.00**
MATERIALS FOR ELECTRIC METER REPAIRS		
35-90-7250-5602	**MATERIAL TRAFFIC LIGHT**	**$200.00**
MATERIAL FOR REPAIR OF TRAFFIC SIGNALS		
35-90-7250-7000	**NONCAPITALIZED PURCHASES**	**$2,600.00**
2 TABLET PCs - $2,600		
35-90-7250-7400	**CAPITAL OUTLAY**	**$75,000.00**
METERS AND MATERAIL FOR NEW SERVICES & REPLACEMENTS $50,000		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-7250	ELECTRIC METER SER	ELECTRIC FUND	ELECTRIC METER SEF
REPLACE TRUCK #655 - $25,000			
Total for Department	ELECTRIC METER SER		**$641,021.00**

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Yea 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-8320	PURCHASE POWER		ELECTRIC FUND			PURCHASE POWER		
4800	N.C. EASTERN MUNICIPAL AGENCY	27,585,783	21,215,351	76.91 %	27,722,201	27,681,540	27,610,054	27,610,054
4801	U.S. SOUTHEASTERN POWER ADMIN.	253,785	118,818	46.82 %	199,575	181,994	181,994	181,994
5000	NC GREEN POWER	300	68	22.67 %	256	300	300	300
	TOTAL PURCHASE POWER	27,839,868	21,334,237	76.63 %	27,922,032	27,863,834	27,792,348	27,792,348

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8320	PURCHASE POWER	ELECTRIC FUND PURCHASE POWER
35-90-8320-4800	**N.C. EASTERN MUNICIPAL AGENCY**	**$27,610,054.00**
PURCHASE POWER EXPENSES FROM THE NC EASTERN MUNICIPAL AGENCY ANNUAL DUES TO ELECTICITIES		
35-90-8320-4801	**U.S. SOUTHEASTERN POWER ADMIN.**	**$181,994.00**
PURCHASE POWER EXPENSES FROM US SOUTHEASTERN POWER ADMIN		
35-90-8320-5000	**NC GREEN POWER**	**$300.00**
NC GREEN POWER PURCHASES		
Total for Department	PURCHASE POWER	**$27,792,348.00**

ELECTRIC UTILITIES DEPARTMENT
SUBSTATION DIVISION

The Substation Division Division of Electric Utilities Department provides operation and maintenance support for the City's electric substations and peak shaving generators.

Ed Pruden, Utilities Support Superintendent
Shane Lewis, Lead Substation Technician

Electric Utilities Department
250 Plymouth Street • 339 W. Second Street
Washington, North Carolina 27889

Phone: (252) 975-9320
Fax: (252) 975-0249
Email: epruden@washingtonnc.gov
slewis@washingtonnc.gov

The roles and responsibilities of the division include: maintaining the electric, water, wastewater and stormwater utility Supervisory Control and Data Acquisituon (SCADA) system; maintenance and operation of the City's electric distribution substations; operation and maintenance of the City's electric peak shaving generators.

This divion is staffed with employees on call during non business hours to respond to cusrtomer emergency needs..

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
3	3	3	3	3

ELECTRIC SUBSTATION	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 153,175	$ 151,869	$ 153,869	$ 120,703
Benefits	57,578	52,626	52,626	38,011
Operating	531,400	675,543	270,703	186,510
Capital Outlay	109,625	306,000	552,512	98,000
Total	$ 851,778	1,188,038	$ 1,029,710	$ 443,224

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

			Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund #	35	ELECTRIC FUND							
	35-90-8370	SUBSTATION MAINT		ELECTRIC FUND			SUBSTATION MAINTENANCE		
0200	SALARIES		132,719	100,090	75.42 %	132,719	102,410	102,410	103,723
0201	SALARIES - OVERTIME		20,000	18,319	91.59 %	20,000	16,000	16,000	16,000
0205	SALARIES - LONGEVITY		1,150	650	56.52 %	1,150	980	980	980
0400	PROFESSIONAL SERVICES		16,330	16,214	99.29 %	16,330	15,000	15,000	15,000
0500	F.I.C.A. TAXES		11,926	8,671	72.71 %	11,926	9,257	9,257	9,358
0600	GROUP INSURANCE		25,761	21,922	85.10 %	25,761	17,362	17,362	17,362
0700	RETIREMENT CONTRIBUTIONS		10,889	8,417	77.30 %	10,889	7,963	7,963	8,051
0701	401K CONTRIBUTIONS		930	607	65.27 %	930	3,240	3,240	3,240
0703	EMPLOYER HSA CONTRIBUTIONS		3,120	2,155	69.07 %	3,120			
0705	EMPLOYER 457 CONTRIBUTION		0	271	0.00 %				
1100	TELEPHONE		2,000	1,723	86.15 %	2,000	2,000	2,000	2,000
1300	WATER & ELECTRIC SERVICES		25,000	19,570	78.28 %	25,000	25,000	25,000	25,000
1400	EMPLOYEE DEVELOPMENT		2,750	426	15.49 %	1,000	2,750	2,750	2,750
1500	MAINT/REPAIR BUILDING		1,500	834	55.60 %	1,500	1,500	1,500	1,500
1600	MAINT/REPAIR EQUIP		0	250	0.00 %				
1602	MAINT/REPAIR RADIO		7,000	5,982	85.46 %	7,000	10,000	10,000	10,000
1603	MAINT/REPAIR SUBSTATION EQPT		161,670	140,211	86.73 %	161,670	61,200	61,200	61,200
1605	MAINT/REPAIR OF SCADA EQUIPMENT		12,500	12,418	99.34 %	12,500	22,000	22,000	22,000
1700	MAINT/REPAIR VEHICLE		3,000	3,399	113.30 %	4,000	3,000	3,000	3,000
1705	VEHICLE FUEL		7,000	3,842	54.89 %	7,000	7,000	7,000	7,000
2600	EMPLOYEE ADVERTISEMENT		200	0	0.00 %		200	200	200
3101	GENERATOR FUEL		0	0	0.00 %				
3300	DEPARTMENTAL SUPPLIES		2,000	950	47.50 %	1,500	2,000	2,000	2,000
3600	UNIFORMS		3,168	1,923	60.70 %	2,000	2,160	2,160	2,160
3601	SAFETY SHOES		600	777	129.50 %	777	700	700	700
4500	CONTRACTS		11,660	11,595	99.44 %	11,660	9,500	9,500	9,500
4502	OIL REMOVAL & DISPOSAL		1,000	0	0.00 %		1,000	1,000	1,000
5200	RIGHT OF WAY RECORDINGS		200	0	0.00 %		200	200	200
5901	LOSS ON DISPOSAL		0	0	0.00 %				
7000	NONCAPITALIZED PURCHASES		13,125	0	0.00 %		21,300	21,300	21,300

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-8370	SUBSTATION MAINT		ELECTRIC FUND			SUBSTATION MAINTENANCE		
7400	CAPITAL OUTLAY	552,512	282,300	51.09 %	452,512	48,000	48,000	48,000
7401	INSTALLMENT NOTE PURCHASES	0	0	0.00 %		170,000	50,000	50,000
TOTAL SUBSTATION MAINT		1,029,710	663,516	64.44 %	912,944	561,722	441,722	443,224

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8370	SUBSTATION MAINT	ELECTRIC FUND SUBSTATION MAINTEI
35-90-8370-0200	**SALARIES**	**$103,723.00**
SALARIES FOR 3 FULL TIME EMPLOYEES AT 80%		
35-90-8370-0201	**SALARIES - OVERTIME**	**$16,000.00**
OVERTIME SALARIES FOR 3 FULL TIME EMPLOYEES		
35-90-8370-0205	**SALARIES - LONGEVITY**	**$980.00**
LONGEVITY FOR 3 FULL TIME EMPLOYEES		
35-90-8370-0400	**PROFESSIONAL SERVICES**	**$15,000.00**
ENGINEERING AND DRAFTING WHITE POST SUBSATION - $15,000		
35-90-8370-0500	**F.I.C.A. TAXES**	**$9,358.00**
EMPLOYER COST OF SOCIAL SECURITY AND MEDICARE TAXES FOR 3 FULL TIME EMPLOYEES		
35-90-8370-0600	**GROUP INSURANCE**	**$17,362.00**
EMPLOYER COST OF GROUP INSURANCE FOR FOUR 3 FULL TIME EMPLOYEES.		
35-90-8370-0700	**RETIREMENT CONTRIBUTIONS**	**$8,051.00**
EMPLOYER COST OF RETIREMENT CONTRIBUTIONS FOR 3 FULL TIME EMPLOYEES		
35-90-8370-0701	**401K CONTRIBUTIONS**	**$3,240.00**
EMPLOYER COST OF 401K CONTRIBUTIONS FOR 3 FULL TIME EMPLOYEES		
35-90-8370-1100	**TELEPHONE**	**$2,000.00**
CHARGES FOR OFFICE AND SCADA TELEPHONE USAGE		
35-90-8370-1300	**WATER & ELECTRIC SERVICES**	**$25,000.00**
CHARGES FOR UTILITY SERVICE AT SUBSTATION AND MAIN SUB OFFICE		
35-90-8370-1400	**EMPLOYEE DEVELOPMENT**	**$2,750.00**
EDUCATIONAL ASSISTANCE BCCC - $1,000 TRAINING SCHOOLS, 3 EMPLOYEES, IN STATE - $1,000 SUBSTATION CAREER DEVELOPMENT, 3 EMPLOYEES - $750		
35-90-8370-1500	**MAINT/REPAIR BUILDING**	**$1,500.00**
GENERAL BUILDING MAINTENANCE - $1,500		
35-90-8370-1602	**MAINT/REPAIR RADIO**	**$10,000.00**
MAINTENANCE CONTRACT FOR CITY COMMUNICATIONS RADIOS $1,000 MAINTENANCE AND REPAIR OF SCADA RADIO SYSTEMS $9,000		
35-90-8370-1603	**MAINT/REPAIR SUBSTATION EQPT**	**$61,200.00**
SUBSTATION MAINTENANCE AND MATERIALS - $25,000		

Account Number	Description	Amount Requested

Fund 35 ELECTRIC FUND

Dept. 35-90-8370 SUBSTATION MAINT ELECTRIC FUND SUBSTATION MAINTEI

RECLOSER, TRANSFORMER AND REGULATOR PARTS AND MATERIALS - $10,000
SERVICE, REPAIR AND PAINTING OF TRANSFORMERS, REGULATORS AND RECLOSERS - $25,000
WHARTON STATION SECURITY GATE - $1,200

35-90-8370-1605 MAINT/REPAIR OF SCADA EQUIPMENT $22,000.00

LABOR AND MATERIAL TO REPAIR SCADA EQUIPMENT - $6,000
VIRTUAL RTU SCADA APPLICATION - $16,000

35-90-8370-1700 MAINT/REPAIR VEHICLE $3,000.00

MAINTENANCE, FUEL AND REPAIRS OF THREE DIVISION VEHICLES - # 651, 680, 681 - $3,000

35-90-8370-1705 VEHICLE FUEL $7,000.00

35-90-8370-2600 EMPLOYEE ADVERTISEMENT $200.00

ADVERTISEMENT COSTS FOR NEW EMPLOYEE HIRING

35-90-8370-3300 DEPARTMENTAL SUPPLIES $2,000.00

MISC OFFICE DEPARTMENTAL SUPPLIES

35-90-8370-3600 UNIFORMS $2,160.00

EMPLOYER COST OF UNIFORM CHARGES FOR 3 EMPLOYEES

35-90-8370-3601 SAFETY SHOES $700.00

EMPLOYER SHARE FOR REQUIRED SAFETY SHOES

35-90-8370-4500 CONTRACTS $9,500.00

THERMAL SCANNING OF SYSTEM & INDUSTRIAL CUSTOMERS - $2,000
SUBSTATION AND RIGHT OF WAYS WEED CONTROL - $3,500
EQUIPMENT OIL SAMPLES - $4,000

35-90-8370-4502 OIL REMOVAL & DISPOSAL $1,000.00

CONTRACT SERVICES FOR TRANSFORMER OIL REMOVAL AND DISPOSAL

35-90-8370-5200 RIGHT OF WAY RECORDINGS $200.00

RIGHT OF WAY AGREEMENT RECORDING FEES AT REGISTER OF DEEDS OFFICE

35-90-8370-7000 NONCAPITALIZED PURCHASES $21,300.00

SCADA CIS INTERFACE - $20,000
TABLET PC - $1,300

35-90-8370-7400 CAPITAL OUTLAY $48,000.00

DISTRIBUTION RECLOSERS $20,000
CAPACITORS $8,000
SLATESTONE SUBSTATION, SLATESTONE RECLOSER REPLACEMENT - $20,000

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-8370	SUBSTATION MAINT	ELECTRIC FUND	SUBSTATION MAINTEI
35-90-8370-7401	**INSTALLMENT NOTE PURCHASES**		**$50,000.00**
MAIN SUBSTATION B3 BREAKER REPLACEMENT - $50,000			
Total for Department	SUBSTATION MAINT		**$443,224.00**

ELECTRIC UTILITIES DEPARTMENT
LOAD MANAGEMENT DIVISION

The Load Management Division Division of Electric Utilities Department provides for the maintenance and installation of the City's electric load management devices on customer appliances.

Ed Pruden, Utilities Support Superintendent
Scott Sipprell, Load Management Technician

Electric Utilities Department
250 Plymouth Street
Washington, North Carolina 27889

Phone: (252) 975-9320
Fax: (252) 975-0249
Email: epruden@washingtonnc.gov
ssipprell@washingtonnc.gov

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
1	1	1	1	1

ELECTRIC LOAD MANAGEMENT	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 32,726	$ 32,236	$ 32,236	$ 65,252
Benefits	13,871	14,766	14,766	24,458
Operating	169,289	91,900	574,266	618,440
Capital Outlay	0	70,000	70,000	0
Total	$ 215,886	$ 208,902	$ 691,268	$ 708,150

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-8375	LOAD MANAGEMENT							
0200	SALARIES	32,161	27,283	84.83 %	32,161	60,130	60,130	60,907
0201	SALARIES-OVERTIME	0	0	0.00 %		4,000	4,000	4,000
0205	SALARIES-LONGEVITY	75	75	100.00 %	75	345	345	345
0400	PROFESSIONAL SERVICES	0	0	0.00 %				15,000
0500	FICA TAXES	2,518	1,634	64.89 %	2,518	4,932	4,932	4,992
0600	GROUP INSURNACE	8,603	7,318	85.06 %	8,603	12,954	12,954	12,954
0700	RETIREMENT CONTRIBUTIONS	2,295	1,934	84.27 %	2,295	4,300	4,300	4,352
0701	401 CONTRIBUTIONS	310	209	67.42 %	310	2,160	2,160	2,160
0703	EMPLOYER HSA CONTRIBUTIONS	520	418	80.38 %	520			
0705	EMPLOYER 457	520	418	80.38 %	520			
1201	MARKETING & PROMOTIONS	16,000	15,146	94.66 %	20,000	20,000	20,000	20,000
1400	EMPLOYEE DEVELOPMENT	1,000	30	3.00 %	250	1,000	1,000	1,000
1600	MAINTENANCE REPAIR/EQUIPMENT	157,366	156,208	99.26 %	157,366	186,000	186,000	186,000
1700	MAINT/REPAIR VEHICLE	1,300	217	16.69 %	500	1,300	1,300	1,300
1705	VEHICLE FUEL	1,000	636	63.60 %	1,000	1,000	1,000	1,000
2600	EMPLOYEE ADVERTISEMENT	100	0	0.00 %		100	100	100
3101	GENERATOR FUEL	300,000	264,762	88.25 %	300,000	300,000	300,000	300,000
3300	DEPARTMENTAL SUPPLIES	500	0	0.00 %	100	500	500	500
3600	UNIFORMS	700	641	91.57 %	700	1,240	1,240	1,240
3601	SAFETY SHOES	300	0	0.00 %	150	300	300	300
4500	CONTRACT SERVICES	80,000	80,000	100.00 %	75,000	75,000	75,000	75,000
5600	MATERIALS	1,000	320	32.00 %	1,000	2,000	2,000	2,000
5701	HEAT PUMP REBATES	15,000	13,850	92.33 %	15,000	15,000	15,000	15,000
7000	NONCAPITALIZED PURCHASES	0	0	0.00 %				
7400	CAPITAL OUTLAY	70,000	69,535	99.34 %	70,000	70,000	70,000	
7401	INSTALLMENT NOTE PURCHASES	0	0	0.00 %				
TOTAL	LOAD MANAGEMENT	691,268	640,634	92.68 %	688,068	762,261	762,261	708,150

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8375	LOAD MANAGEMENT	
35-90-8375-0200	**SALARIES**	**$60,907.00**
SALARIES FOR 1 FULL TIME EMPLOYEE AND 20% OF SUBSTATION SALARIES		
35-90-8375-0201	**SALARIES-OVERTIME**	**$4,000.00**
35-90-8375-0205	**SALARIES-LONGEVITY**	**$345.00**
LONGEVITY FOR 1 FULL TIME EMPLOYEE		
35-90-8375-0400	**PROFESSIONAL SERVICES**	**$15,000.00**
NONRESIDENTAL LOAD MGMT. STUDY		
35-90-8375-0500	**FICA TAXES**	**$4,992.00**
EMPLOYER SHARE OF SOCIAL SECURITY AND MEDICARE TAXES FOR 1 FULL TIME EMPLOYEE		
35-90-8375-0600	**GROUP INSURNACE**	**$12,954.00**
EMPLOYER COST OF MEDICAL, DENTAL, AND VISION INSURANCE FOR 1 EMPLOYEE		
35-90-8375-0700	**RETIREMENT CONTRIBUTIONS**	**$4,352.00**
EMPLOYER SHARE OF RETIREMENT FOR 1 EMPLOYEE		
35-90-8375-0701	**401 CONTRIBUTIONS**	**$2,160.00**
EMPLOYER COST FOR 401K FOR 1 EMPLOYEE		
35-90-8375-1201	**MARKETING & PROMOTIONS**	**$20,000.00**
LOAD MANAGEMENT MARKETING, PROMOTION, AND CUSTOMER EDUCATION		
35-90-8375-1400	**EMPLOYEE DEVELOPMENT**	**$1,000.00**
TRAINING CLASSES BCCC, ELECTRICITITES, LICENSING FEES		
35-90-8375-1600	**MAINTENANCE REPAIR/EQUIPMENT**	**$186,000.00**
GENERATOR SERVICE CONTRACTS - $37,000 GENERATOR PREVENTIVE MAINTENANCE & MATERIALS - $60,000 GENERATOR REBUILD 1 UNIT - $40,000 DE-RUST & PAINT GENERATOR HOUSING & FUEL TANKS - $10,000 FUEL TANK CLEANING & BIOCIDE TREATMENT CONTRACT - $14,000 GENERATOR BREAKER MAINTENANCE/SERVICE CONTRACT - $25,000		
35-90-8375-1700	**MAINT/REPAIR VEHICLE**	**$1,300.00**
FUEL AND VEHICLE REPAIR COST TRUCK # 657 - $1,300		
35-90-8375-1705	**VEHICLE FUEL**	**$1,000.00**
VEHICLE FUEL - $1,000		
35-90-8375-2600	**EMPLOYEE ADVERTISEMENT**	**$100.00**

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8375	LOAD MANAGEMENT	
ADVERTISING COSTS FOR VACANT POSITION		
35-90-8375-3101	**GENERATOR FUEL**	**$300,000.00**
35-90-8375-3300	**DEPARTMENTAL SUPPLIES**	**$500.00**
MISC DEPARTMENTAL SUPPLIES		
35-90-8375-3600	**UNIFORMS**	**$1,240.00**
UNIFORM AND CLEANING SERVICES ONE EMPLOYEE		
35-90-8375-3601	**SAFETY SHOES**	**$300.00**
EMPLOYER'S SHARE OF SAFETY SHOES		
35-90-8375-4500	**CONTRACT SERVICES**	**$75,000.00**
CONTRACT INSTALLATION SERVICES @ $105 PER SWITCH - $50,000 NESHAP-RICE MAINTENANCE/MONITORING - $25,000		
35-90-8375-5600	**MATERIALS**	**$2,000.00**
MISC INSTALLATION MATERIALS		
35-90-8375-5701	**HEAT PUMP REBATES**	**$15,000.00**
CUSTOMER WATER HEATER AND HEAT PUMP REBATES		
Total for Department	LOAD MANAGEMENT	**$708,150.00**

ELECTRIC UTILITIES DEPARTMENT
TRANSMISSION AND DISTRIBUTION DIVISION

The Transmission and Distribution Division Division of Electric Utilities Department provides operation and maintenance for the City's electric utility poles, conductors and facilities.

Keith Hardt, P.E., Director
(currently vacant), Utilities Operation Superintendent

Electric Utilities Department
203 Grimes Road
Washington, North Carolina 27889

Phone: (252) 975-9320
Fax: (252) 975-0249
Email: khardt@washingtonnc.gov

The roles and responsibilities of the division include: construction, operation and maintenance for the 400 miles of overhead power line facilities and 19 miles of underground power line facilities; right-of-way clearing and powerline tree trimming and clearing; vehicle and equipment acquisition for the division; administration of the Electricities Lineman Career Development and State and Federal Apprenticeship training programs.

This divion is staffed with employees on call during non business hours to respond to cusrtomer emergency needs.

FULL-TIME POSITIONS AUTHORIZED

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
21	20	20	19	19

ELECTRIC TRANSMISSION & DISTRIBUTION MAINTENANCE	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 636,819	$ 561,303	$ 561,303	$ 571,043
Benefits	192,662	164,370	164,370	162,179
Operating	517,410	661,750	674,251	773,650
Capital Outlay	0	0	0	0
Total	$ 1,346,891	$ 1,387,423	$ 1,399,924	$ 1,506,872

ELECTRIC TRANSMISSION & DISTRIBUTION CONSTRUCTION	FY 13-14 Actual	FY 14-15 Original	FY 14-15 Amended	FY 15-16 Approved Budget
Personnel	$ 397,178	$ 460,928	$ 460,928	$ 470,918
Benefits	115,682	164,370	164,370	155,638
Operating	572,470	887,845	879,645	976,000
Capital Outlay	496,434	925,000	1,216,395	492,500
Total	$ 1,581,764	$ 2,438,143	$ 2,721,338	$ 2,095,056

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-8380	POWER LINE MAINT		ELECTRIC FUND			POWER LINE MAINTENANCE		
0200	SALARIES	460,928	429,243	93.13 %	487,112	462,252	462,252	470,918
0201	SALARIES - OVERTIME	95,000	74,047	77.94 %	100,599	95,000	95,000	95,000
0205	SALARIES - LONGEVITY	5,375	4,850	90.23 %	5,375	5,125	5,125	5,125
0400	PROFESSIONAL SERVICES	7,000	6,641	94.87 %	10,000	10,000	10,000	10,000
0500	F.I.C.A. TAXES	39,617	38,393	96.91 %	45,400	39,683	39,683	40,346
0600	GROUP INSURANCE	75,081	69,031	91.94 %	82,000	70,988	67,718	67,718
0601	RETIREE INSURANCE	0	0	0.00 %			6,540	6,540
0700	RETIREMENT CONTRIBUTIONS	36,172	35,485	98.10 %	41,932	34,172	34,172	34,750
0701	401K CONTRIBUTIONS	1,909	2,318	121.42 %	2,925	12,825	12,825	12,825
0703	EMPLOYER HSA CONTRIBUTIONS	7,196	6,011	83.53 %				
0704	EMPLOYER FSA CONTRIBUTIONS	0	0	0.00 %	4,200			
0705	EMPLOYER 457 CONTRIBUTION	4,395	3,136	71.35 %				
1100	TELEPHONE	3,500	1,866	53.31 %	2,500	3,500	2,500	2,500
1200	PRINTING & PUBLISHING	100	0	0.00 %	100	100	100	100
1300	WATER & ELECTRIC SERVICI	7,500	5,729	76.39 %	7,500	7,500	7,500	7,500
1400	EMPLOYEE DEVELOPMENT	22,150	17,895	80.79 %	14,150	16,650	16,650	16,650
1500	MAINT/REPAIR BUILDING	25,800	22,621	87.68 %	15,800	46,950	46,950	46,950
1501	MAINT/REPAIR GROUNDS	3,000	2,755	91.83 %	4,000	4,000	4,000	4,000
1602	MAINT/REPAIR RADIO	500	231	46.20 %	2,500	3,500	1,500	1,500
1604	MAINT/REPAIR OFFICE EQUIP	500	514	102.80 %	500	500	500	500
1700	MAINT/REPAIR VEHICLES	65,000	57,435	88.36 %	65,000	64,000	64,000	64,000
1705	VEHICLE FUEL	100,000	44,474	44.47 %	60,000	100,000	70,000	70,000
2101	RENTALS- EQUIPMENT	472	473	100.21 %	700	700	700	700
2600	EMPLOYEE ADVERTISEMENT	0	0	0.00 %	250	250	250	250
3300	DEPARTMENTAL SUPPLIES	48,979	42,051	85.86 %	42,501	45,000	45,000	45,000
3600	UNIFORMS	8,750	8,465	96.74 %	8,750	9,500	9,500	9,500
3601	SAFETY SHOES	4,000	3,935	98.38 %	4,000	4,500	4,500	4,500
4501	CONTRACT SERVICE-TREE TRIM	254,000	251,554	99.04 %	259,000	360,000	450,000	350,000
5400	INSURANCE PREMIUM	7,500	3,670	48.93 %	3,670	7,500	4,000	4,000
5600	MATERIALS	100,000	419	107.42 %	100,000	115,000	115,000	115,000

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

			Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund #	35	ELECTRIC FUND							
	35-90-8380	POWER LINE MAINT		ELECTRIC FUND			POWER LINE MAINTENANCE		
5601	MATERIAL STREET LIGHTING		7,000	1,895	27.07 %	7,000	7,000	7,000	7,000
5602	MATERIAL AREA LIGHTINC		4,000	2,567	64.17 %	4,000	5,000	5,000	5,000
5603	MATERIAL R. O. W		1,500	1,359	90.60 %	1,500	3,000	1,500	1,500
5604	MATERIAL TRANSFORMER MAINT		500	68	13.60 %	2,000	2,500	1,500	1,500
5605	MATERIAL UG TRANSFORMER MAINTE		500	5	1.00 %	2,000	2,500	2,000	2,000
5606	UG MATERIAL MAINTENANCE		2,000	1,857	92.85 %	2,000	2,500	2,000	2,000
7000	NONCAPITALIZED PURCHASES				0.00 %			2,000	2,000
7401	INSTALLMENT PURCHASES				0.00 %		72,500		
	TOTAL POWER LINE MAINT		1,399,924	1,247,993	89.15 %	1,388,964	1,614,195	1,596,965	1,506,872

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8380	POWER LINE MAINT	ELECTRIC FUND POWER LINE MAINTEI
35-90-8380-0200	**SALARIES**	**$470,918.00**
SALARIES FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8380-0201	**SALARIES - OVERTIME**	**$95,000.00**
OVERTIME SALARIES FOR 19 FULL TIME EMPLOYEES		
35-90-8380-0205	**SALARIES - LONGEVITY**	**$5,125.00**
LONGEVITY FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8380-0400	**PROFESSIONAL SERVICES**	**$10,000.00**
OUTSIDE CONTRACTED SERVICES FOR ENGINEERING, FLAGGING, AND TRAFFIC CONTROL		
35-90-8380-0500	**F.I.C.A. TAXES**	**$40,346.00**
EMPLOYER SHARE OF SOCIAL SECURITY AND MEDICARE TAXES FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8380-0600	**GROUP INSURANCE**	**$67,718.00**
EMPLOYER SHARE OF GROUP INSURANCE FOR 19 FULL TIME EMPLOYEES (50%).		
35-90-8380-0601	**RETIREE INSURANCE**	**$6,540.00**
MEDICAL COVERAGE FOR 1 RETIREE.		
35-90-8380-0700	**RETIREMENT CONTRIBUTIONS**	**$34,750.00**
EMPLOYER SHARE RETIREMENT CONTRIBUTIONS FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8380-0701	**401K CONTRIBUTIONS**	**$12,825.00**
EMPLOYER SHARE OF 401K FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8380-1100	**TELEPHONE**	**$2,500.00**
CHARGES FOR OFFICE AND CELL PHONE USAGE FOR ELECTRIC TRANSMISSION AND DISTRIBUTION DIVISION		
35-90-8380-1200	**PRINTING & PUBLISHING**	**$100.00**
PRINTING CHARGES FOR EMPLOYEE MANUALS AND BROCHURES		
35-90-8380-1300	**WATER & ELECTRIC SERVICE**	**$7,500.00**
CHARGES FOR UTILITY SERVICES FOR ELECTRIC TRANSMISSION AND DISTRIBUTION OFFICE		
35-90-8380-1400	**EMPLOYEE DEVELOPMENT**	**$16,650.00**
NC ASSOCIATION OF MUNICIPAL ELECTRIC SYSTEMS ANNUAL MEETING - $1,500 NC ASSOCIATION OF MUNICIPAL ELECTRIC SYSTEMS TRAINING MEETINGS - $1,500 TRAINING SCHOOLS, IN STATE - $5,000		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8380	POWER LINE MAINT ELECTRIC FUND	POWER LINE MAINTEI

LINEMEN CAREER DEVELOPMENT PROGRAM ENROLLMENT - $5,000
MEALS, MEETINGS AND FUNCTIONS - $2,000
DEPARTMENT OF TRANSPORTATION DRUG SCREENINGS - $1,000
STATE APPRENTICESHIP PROGRAM - $650

35-90-8380-1500 MAINT/REPAIR BUILDING $46,950.00

PEST CONTROL SERVICE - $750
BUILDING DOOR MAINT, ROLL UP, SHELTERS - $1,200
HEAT AND AIR MAINT. - $1,000
JANITORIAL SERVICES - $13,000
FLOOR REPAIR AT T&D - $1,500
REPAIR LEAKING DOORWAY - $2,500
INSTALL ADDITIONAL STORAGE CABINETS & SHELVING - $2,000
1/3 COST TO REPAVE WAREHOUSE & T&D PARKING LOT - $25,000

35-90-8380-1501 MAINT/REPAIR GROUNDS $4,000.00

GENERAL MAINTENANCE OF JOB SITES INCLUDING STUMP GRINDING & YARD SEEDING

35-90-8380-1602 MAINT/REPAIR RADIO $1,500.00

MAINTENANCE AND REPAIR OF RADIOS AS NEEDED

35-90-8380-1604 MAINT/REPAIR OFFICE EQUIP $500.00

REPAIR/MAINTENACE FOR PRINTERS AND COMPUTERS

35-90-8380-1700 MAINT/REPAIR VEHICLES $64,000.00

VEHICLE REPAIR & MAINTENANCE - $45,000
CONTRACT MAP ENTERPRISES TO SERVE HYDRAULIC SYSTEMS ON BUCKET & DERRICK TRUCKS - $10,000
DI-ELECTRIC TESTING OF INSULATED BOOMS, BUCKETS AND REPAIRS AS NEEDED- $9,000

35-90-8380-1705 VEHICLE FUEL $70,000.00

FUEL FOR T&D VEHICLES

35-90-8380-2101 RENTALS- EQUIPMENT $700.00

LEASE CONTRACT FOR (50%) OF COPIER TO BE USED BY T&D, WAREHOUSE & METER SHOP

35-90-8380-2600 EMPLOYEE ADVERTISEMENT $250.00

ADVERTISEMENT FOR NEW EMPLOYEES

35-90-8380-3300 DEPARTMENTAL SUPPLIES $45,000.00

MISCELLANEOUS TOOLS & EQUIPMENT - $16,000
REPAIRING OF TOOLS - $5,000
TESTING OF RUBBER GOODS AND REPLACEMENTS - $17,500
SAFETY GLASSES INCLUDING PRESCRIPTION EYEWEAR - $1,500
REPLACEMENT OF 5 HOT STICKS - $2,000
REPLACEMENT OF WORK ZONE SIGNS NOT CURRENTLY MEETING DOT

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested

Fund 35 ELECTRIC FUND

Dept. 35-90-8380 POWER LINE MAINT ELECTRIC FUND POWER LINE MAINTEI

STANDARDS - $3,000

35-90-8380-3600 UNIFORMS $9,500.00

EMPLOYER SHARE OF FRCLOTHING (REPLACE WORN OUTERWEAR) - $4,000
UNIFORM RENTAL - $5,000
UNIFORM CLEANING SERVICES - $500

35-90-8380-3601 SAFETY SHOES $4,500.00

EMPLOYER SHARE OF REQUIRED SAFETY SHOES FOR 19 EMPLOYEES

35-90-8380-4501 CONTRACT SERVICE-TREE TRIM $350,000.00

ONE YEAR FOR ONE RIGHT OF WAY CUTTING CREW CONSISTING OF 3 MEN FOR NEW CONSTRUCTION AND REGULAR MAINTENANCE CUTTING - $250,000

SIXTEEN (16) WEEKS FOR ONE RIGHT OF WAY CUTTING CREW CONSISTING OF 3 MEN FOR EXTRA CUTTING - $72,000

HERBICIDE CREW TO APPLY HERBICIDE TO RIGHT OF WAYS (1/3 OF SYSTEM) - $28,000

REMOVED BY COUNCIL:
UPCHARGE FOR LARGER BUCKET TRUCK TO REMOVE OVERHANGING TREES & LIMBS - $100,000

35-90-8380-5400 INSURANCE PREMIUM $4,000.00

INSURANCE DEDUCTIBLES FOR ACCIDENT REPAIR

35-90-8380-5600 MATERIALS $115,000.00

MATERIAL AND SUPPLIES FOR OVERHEAD POWER LINE MAINTENANCE

35-90-8380-5601 MATERIAL STREET LIGHTING $7,000.00

STREET LIGHT MAINTENANCE AND MATERIALS

35-90-8380-5602 MATERIAL AREA LIGHTINC $5,000.00

AREA LIGHT MAINTENANCE AND MATERIALS

35-90-8380-5603 MATERIAL R. O. W $1,500.00

HERBICIDE AND ROW MAINTENANCE MATERIALS

35-90-8380-5604 MATERIAL TRANSFORMER MAINT $1,500.00

OVERHEAD TRANSFORMER MAINTENANCE AND MATERIALS

35-90-8380-5605 MATERIAL UG TRANSFORMER MAINTE $2,000.00

UNDERGROUND TRANSFORMER MAINTENANCE AND MATERIALS

35-90-8380-5606 UG MATERIAL MAINTENANCE $2,000.00

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-8380	POWER LINE MAINT	ELECTRIC FUND	POWER LINE MAINTEI
UNDERGROUND CONDUIT AND OTHER MATERIALS NEEDED TO MAINTAIN UNDERGROUND ELECTRIC SYSTEM			
35-90-8380-7000	**NONCAPITALIZED PURCHASES**		**$2,000.00**
INSTALL NEW UPGRADED RADIOS IN VEHICLES - $2000			
Total for Department	POWER LINE MAINT		**$1,506,872.00**

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Yeai 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-8390	POWER LINE CONST		ELECTRIC FUND			POWER LINE CONSTRUCTION		
0200	SALARIES	460,928	200,355	43.47 %	487,112	462,252	462,252	470,918
0400	PROFESSIONAL SERVICES	60,000	34,057	56.76 %	100,000	100,000	10,000	10,000
0500	F.I.C.A. TAXES	39,617	14,979	37.81 %	37,265	39,683	39,683	40,346
0600	GROUP INSURANCE	75,081	30,953	41.23 %	52,500	70,988	67,717	67,717
0700	RETIREMENT CONTRIBUTIONS	36,172	14,061	38.87 %	35,000	34,172	34,172	34,750
0701	CONTRIBUTIONS 401K	6,365	959	15.07 %	1,870	12,825	12,825	12,825
0703	EMPLOYER HSA CONTRIBUTION	5,285	2,402	45.45 %	4,600			
0704	EMPLOYER FSA CONTRIBUTION	0	0	0.00 %				
0705	EMPLOYER 457 CONTRIBUTION	1,850	1,366	73.84 %	500			
3600	UNIFORMS	8,750	2,330	26.63 %	5,000	9,500	9,500	9,500
4500	CONTRACT SERVICES	215,200	73,883	34.33 %	185,200	365,000	365,000	365,000
4502	CONTRACT SERVICES - JOBBING REIMBURSABLE	50,000	33,912	67.82 %	50,000	50,000	50,000	50,000
5200	R.O.W. PURCHASES & RECORDING	700	78	11.14 %	700	700	700	700
5600	MATERIAL OVERHEAD CONSTRUCTION	140,500	114,380	81.41 %	140,500	145,000	140,000	140,000
5601	MATERIAL UNDERGROUND CONSTR.	171,550	98,363	57.34 %	174,300	200,000	173,000	173,000
5602	MATERIAL STREET LIGHTS	17,500	16,026	91.58 %	10,000	10,000	10,000	10,000
5603	MATERIAL SPECIAL LIGHTS	3,000	2,598	86.60 %	3,000	3,000	3,000	3,000
5604	MATERIAL AREA LIGHTS	14,000	5,622	40.16 %	11,000	11,000	11,000	11,000
5605	MATERIAL OVERHEAD TRANSFORMER	84,500	43,088	50.99 %	100,000	100,000	100,000	100,000
5606	MATERIAL PAD MOUNT TRANSFORMEF	70,000	24,948	35.64 %	75,000	75,000	75,000	75,000
5610	MATERIALS - HWY. 17 RELOCATION	0	0	0.00 %				
7000	NONCAPITALIZED PURCHASES	43,945	25,490	58.00 %	31,195	29,125	28,800	28,800
7400	CAPITAL OUTLAY	1,216,395	285,340	23.46 %	1,316,395	15,000	15,000	15,000
7401	INSTALLMENT PURCHASES	0	0	0.00 %		1,480,000	1,552,500	477,500
TOTAL	POWER LINE CONST	2,721,338	1,025,190	37.67 %	2,821,137	3,213,245	3,160,149	2,095,056

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8390	POWER LINE CONST	ELECTRIC FUND POWER LINE CONSTR
35-90-8390-0200	**SALARIES**	**$470,918.00**
SALARIES FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8390-0400	**PROFESSIONAL SERVICES**	**$10,000.00**
OUTSIDE CONTRACTED SERVICES (ENGINEERING AND OTHER CONTRACTED SERVICES)		
35-90-8390-0500	**F.I.C.A. TAXES**	**$40,346.00**
EMPLOYER SHARE OF SOCIAL SECURITY AND MEDICARE TAXES (50%)		
35-90-8390-0600	**GROUP INSURANCE**	**$67,717.00**
EMPLOYER SHARE OF GROUP INSURANCE FOR 19 FULL TIME EMPLOYEES (50%).		
35-90-8390-0700	**RETIREMENT CONTRIBUTIONS**	**$34,750.00**
EMPLOYER'S SHARE RETIREMENT CONTRIBUTIONS (50%)		
35-90-8390-0701	**CONTRIBUTIONS 401K**	**$12,825.00**
EMPLOYER'S SHARE OF 401K FOR 19 FULL TIME EMPLOYEES (50%)		
35-90-8390-3600	**UNIFORMS**	**$9,500.00**
EMPLOYERS SHARE OF FR CLOTHING (REPLACE WORN OUTERWEAR) - $4,000 UNIFORM RENTALS - $5,000 UNIFORM CLEANING SERVICE - $500		
35-90-8390-4500	**CONTRACT SERVICES**	**$365,000.00**
UNDER GROUND CONSTRUCTION 30 LOTS @ $400 EACH - $12,000 DIRECTIONAL BORING AS NEEDED - $35,000 BORE IN SHERWOOD FOREST SUBDIVISION PHASE 1 & 3 - $125,000 BORE IN COUNTRY CLUB ESTATES - $125,000 3" PVC 12,000' X $3.00 PER FOOT - $36,000 3 WEEKS OF LABOR FOR CREW TO INSTALL WIRE - $32,000		
35-90-8390-4502	**CONTRACT SERVICES - JOBBING REIMBURSABL**	**$50,000.00**
NC DEPARTMENT OF TRANSPORTATION JOBBING, REVENUE NEUTRAL		
35-90-8390-5200	**R.O.W. PURCHASES & RECORDING**	**$700.00**
RIGHT OF WAY RECORDINGS AT BEAUFORT COUNTY COURTHOUSE		
35-90-8390-5600	**MATERIAL OVERHEAD CONSTRUCTION**	**$140,000.00**
MATERIALS & SUPPLIES FOR OVERHEAD POWER LINE CONSTRUCTION		
35-90-8390-5601	**MATERIAL UNDERGROUND CONSTR.**	**$173,000.00**
UNDERGROUND MATERIALS FOR ELECTRIC T&D PROJECTS - $100,250 WIRE, TRANSFORMERS, PIPE & BRACING, SHERWOOD FOREST PROJECT - $45,000 WIRE, TRANSFORMERS, PIPE & BRACING, COUNTRY CLUB ESTATES PROJECT - $45,000		

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description	Amount Requested

Fund 35 ELECTRIC FUND

Dept. 35-90-8390 POWER LINE CONST ELECTRIC FUND POWER LINE CONSTR

UNDERGROUND LOTS (30 AT $325 PER LOT) - $9,750

35-90-8390-5602 MATERIAL STREET LIGHTS $10,000.00

STREET LIGHT CONSTRUCTION MATERIALS

35-90-8390-5603 MATERIAL SPECIAL LIGHTS $3,000.00

SPECIAL LIGHTING MATERIALS

35-90-8390-5604 MATERIAL AREA LIGHTS $11,000.00

AREA LIGHT CONSTRUCTION MATERIAL

35-90-8390-5605 MATERIAL OVERHEAD TRANSFORMER $100,000.00

MATERIALS FOR OVERHEAD TRANSFORMER CONSTRUCTION

35-90-8390-5606 MATERIAL PAD MOUNT TRANSFORMER $75,000.00

MATERIALS FOR PAD MOUNT TRANSFORMER CONSTUCTION

35-90-8390-7000 NONCAPITALIZED PURCHASES $28,800.00

3 LOAD BREAK SAFETY DEVICES $6,000
FR VEST FOR 19 LINEMAN, $2,500
TRUCK LADDER REPLACEMENT (SAFETY) 10 @ $475 EACH - $4,750
HYDRAULIC CRIMPER - $3,500
TRUCK MATS FOR WET AREAS - $2,500
CHAIN SAW REPLACEMENTS 5 @ $425 EACH - $2,125
CHAPS FOR USE WITH CHAINSAWS 5 @ $85 EACH - $425
TABLES & CHAIRS REPLACEMENT - $500
UNDERGROUND LOCATOR - $6,500

35-90-8390-7400 CAPITAL OUTLAY $15,000.00

VEHCILE - UTV OFR RURAL RIGHT-OF-WAY WORK SO WE DO NOT CONTINUALLY DAMAGE FIELDS AND WET AREAS. WILL BE USED TO APPLY HERBICIDE.

35-90-8390-7401 INSTALLMENT PURCHASES $477,500.00

GRIMESLAND ROAD FEEDER - TIE TO WHARTON STATION $310,000
VEHICLE - SUV TO REPLACE #614 - $35,000
TRENCHER TO REPLACE #610 - $60,000
REPLACE VEHICLE #608 - $72,500

DEFERRED BY COUNCIL:
HONEY POD FARM ROAD REWORK - $150,000
MIDWAY TO 5 POINTS TIE (IN PROGRESS) $325,000
WHITE POST TO SLATESTONE 34kV TIE - ENGINEERING & ROW - $600,000

Total for Department POWER LINE CONST **$2,095,056.00**

City Of Washington

Budget Justification Sheet

7/1/2015 Through 6/30/2016

Account Number	Description		Amount Requested
Fund 35	ELECTRIC FUND		
Dept. 35-90-9990	CONTINGENCY	ELECTRIC FUND	CONTINGENCY
35-90-9990-9900	**CONTINGENCY**		**$126,716.00**
REVENUES OVER EXPENSES FOR EMERGENCY NEEDS			
Total for Department	CONTINGENCY		**$126,716.00**
Total for Fund	ELECTRIC FUND		**$36,974,158.00**

Expenditure Budget Worksheet

7/1/2015 Through 6/30/2016

		Amended Budget 14-15	Expended/ Encumbered 14-15	% Spent	Est.Exp. Entire Year 14-15	Dept Head Request 15-16	Manager Recomends 15-16	Board Approval 15-16
Fund # 35	ELECTRIC FUND							
35-90-9990	CONTINGENCY		ELECTRIC FUND			CONTINGENCY		
9900	CONTINGENCY	0	0	0.00 %	39,997		57,534	126,716
TOTAL	CONTINGENCY	0	0	37.67 %	39,997	0	57,534	126,716
TOTAL	ELECTRIC FUND	37,482,429	27,972,993	74.63 %	37,497,376	37,948,662	38,049,158	36,974,158