

PUBLIC WORKS

## DEPARTMENTAL GOAL

The Public Works Department receives, processes and monitors all public work services including streets, sanitation and water.

### KEY ACTION ITEMS

1. Assist in the completion of the Native Plant Garden project, pending available funding and property acquisition.
2. Complete inspections of Town-owned stormwater features.
3. Complete and submit the annual Water Supply Plan and Solid Waste Report.
4. Continue the tree removal and replacement program.
5. In conjunction with the Montreat Tree Board, develop a Town Tree Plan and Shrub Standards Specifications and Detail Manual.

### WORKLOAD INDICATORS

#### Number of Work Orders Processed

FY 13-14	FY 14-15	FY 15-16	FY 16-17
884	890	860	875

#### Number of Illicit Discharge Calls

FY 13-14	FY 14-15	FY 15-16	FY 16-17
6	4	6	6

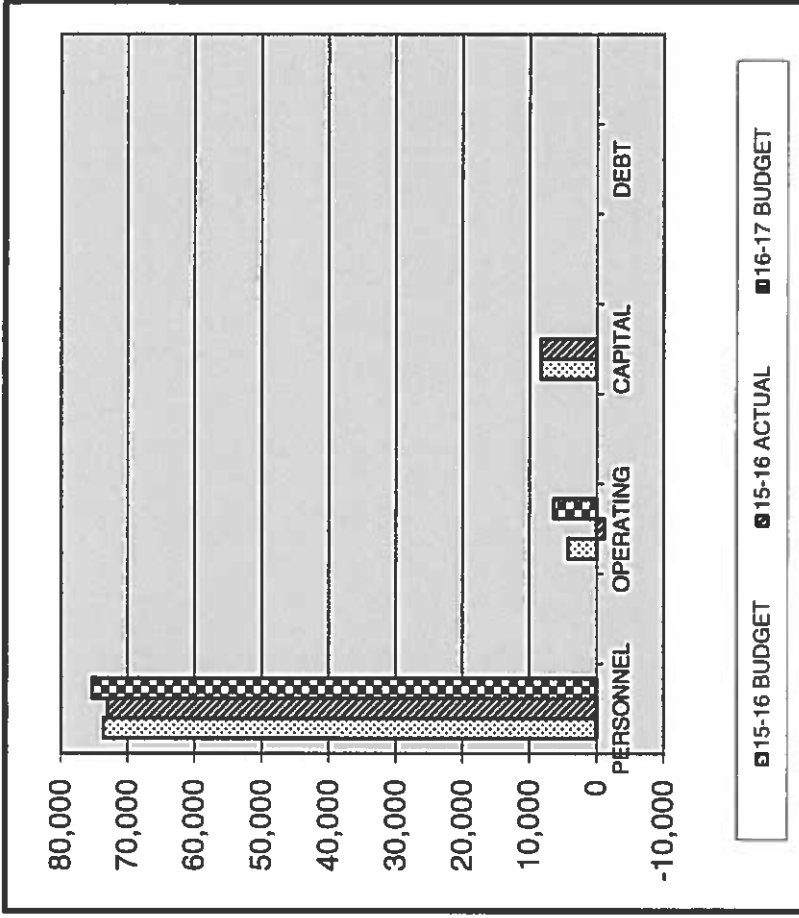
FY 13-14	FY 14-15	FY 15-16	FY 16-17

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PUBLIC WORKS			
	APPROPRIATION FY 2015-2016	ESTIMATED EXPENDITURES JUNE 30, 2016	REQUEST FY 2016-2017
<b>PERSONNEL:</b>			
Salaries	53,800	53,750	54,800
Benefits	19,800	19,250	20,500
Subtotal	\$73,600	\$73,000	\$75,300
<b>OPERATING EXPENSES</b>			
Maintenance and Repair	500	300	500
Departmental Expenses	-800	-2,500	3,300
Utilities	0	0	0
Professional Services	4,500	1,000	2,500
Subtotal	\$4,200	-\$1,200	\$6,300
<b>CAPITAL OUTLAY</b>	8,300	8,300	0
<b>DEBT PAYMENT</b>	0	0	0
<b>TOTALS</b>	<b>\$86,100</b>	<b>\$80,100</b>	<b>\$81,600</b>



**PUBLIC WORKS  
DETAIL NOTES**

1. Allocated in this department are funds for the Public Works Director.
2. Allocates funding for a tree replacement program and the newly established Tree Board (\$1,500).

ACCOUNT NUMBER	DESCRIPTION	PRIOR YEAR FY 14-15	CURRENT YEAR BUDGET	ACTUAL @ 2-29-16	ESTIMATE @ 6-30-16	DEPT REQUEST FY 16-17	ADMINISTRATOR RECOMMENDED FY 16-17	BOARD APPROVED FY 16-17
<b>PERSONNEL SERVICES:</b>								
10-20-5550-020	SALARIES & WAGES	52,674	53,800	39,616	53,750	54,800	54,800	
10-20-5550-050	FICA EXPENSE	4,180	4,200	3,034	4,150	4,200	4,200	
10-20-5550-060	GROUP HEALTH INSURANCE	7,157	9,100	6,643	8,700	9,500	9,500	
10-20-5550-070	RETIREMENT - LOCAL GOVT.	6,497	6,500	4,568	6,400	6,800	6,800	
<b>TOTALS:</b>	<b>PERSONNEL SERVICES</b>	<b>\$70,508</b>	<b>\$73,600</b>	<b>\$53,861</b>	<b>\$73,000</b>	<b>\$75,300</b>	<b>\$75,300</b>	<b>\$0</b>
<b>OPERATING EXPENSES:</b>								
10-20-5550-110	TELEPHONE	528	700	0	600	700	700	
10-20-5550-140	TRAVEL & TRAINING	0	200	0	150	1,200	1,200	
10-20-5550-170	M & R TRUCKS	252	500	203	300	500	500	
10-20-5550-310	AUTO SUPPLIES	2,699	3,800	1,913	2,500	3,800	3,500	
10-20-5550-330	DEPARTMENT SUPPLIES	386	2,000	270	1,800	2,500	2,500	
10-20-5550-360	UNIFORMS	338	500	253	450	500	500	
10-20-5550-370	STORMWATER PROGRAM	860	4,500	0	1,000	4,500	2,500	
10-20-5550-480	INDIRECT COST ALLOCATION	-8,407	-8,000	-5962	-8,000	-5,100	-5,100	
<b>TOTALS:</b>	<b>OPERATING EXPENSES</b>	<b>-\$3,344</b>	<b>\$4,200</b>	<b>-\$3,323</b>	<b>-\$1,200</b>	<b>\$8,600</b>	<b>\$6,300</b>	<b>\$0</b>
<b>CAPITAL OUTLAY:</b>								
10-20-5550-730	CAPITAL OUTLAY	0	8,300	0	8,300	0	0	
<b>TOTALS:</b>	<b>CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$8,300</b>	<b>\$0</b>	<b>\$8,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>DEBT PAYMENT:</b>								
10-20-5550-900	DEBT PAYMENT	0	0	0	0	0	0	
<b>TOTALS:</b>	<b>DEBT PAYMENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PUBLIC WORKS DEPARTMENT TOTAL:</b>		<b>\$67,164</b>	<b>\$86,100</b>	<b>\$50,538</b>	<b>\$80,100</b>	<b>\$83,900</b>	<b>\$81,600</b>	<b>\$0</b>

<b><u>.020 SALARIES AND WAGES</u></b>			
Public Works Director	54,800		\$ 54,800
<b><u>.110 TELEPHONE</u></b>			
Telephone	700		\$ 700
<b><u>.140 TRAVEL AND TRAINING</u></b>			
Workshop Meetings	1,200		\$ 1,200
<b><u>.170 M &amp; R TRUCKS</u></b>			
Maintenance costs for 1 vehicle	500		\$ 500
<b><u>.310 AUTO SUPPLIES</u></b>			
Gas, Oil and Tires for 1 vehicle	3,800		\$ 3,800
<b><u>.330 DEPARTMENT SUPPLIES</u></b>			
General Office Supplies	500		\$ 2,500
Miscellaneous Supplies	500		
Tree Board	500		
Tree Replacement Program	1,000		
<b><u>.360 UNIFORMS</u></b>			
Uniforms for 1 employee	500		\$ 500
<b><u>.370 STORMWATER PROGRAM</u></b>			
Phase II, Year 4 Stormwater Program	4,500		\$ 4,500
<b><u>.480 INDIRECT COST ALLOCATION</u></b>			
Indirect Cost Allocation	-5,100		\$ (5,100)
<b><u>.730 CAPITAL OUTLAY</u></b>			
			\$ -

ACCOUNT NUMBER	DESCRIPTION	CURRENT YEAR BUDGET	FY 16-17 REQUEST	INC/(DEC)	%	JUSTIFICATION
10-20-5550-020	SALARIES & WAGES	53,800	54,800	1,000	2%	
10-20-5550-050	FICA EXPENSE	4,200	4,200	-	0%	
10-20-5550-060	GROUP HEALTH INSURANCE	9,100	9,500	400	4%	Increased based on estimated insurance rate changes.
10-20-5550-070	RETIREMENT - LOCAL GOVT.	6,500	6,800	300	5%	Increased based on revised NC Retirement System Division Rates.
10-20-5550-110	TELEPHONE	700	700	-	0%	
10-20-5550-140	TRAVEL & TRAINING	200	1,200	1,000	500%	Increased to provide supervisor training.
10-20-5550-170	M & R TRUCKS	500	500	-	0%	
10-20-5550-310	AUTO SUPPLIES	3,800	3,500	(300)	-8%	Decreased based on actual expenditures.
10-20-5550-330	DEPARTMENT SUPPLIES	2,000	2,500	500	25%	Increased to reflect new funding for Tree Board.
10-20-5550-360	UNIFORMS	500	500	-	0%	
10-20-5550-370	STORMWATER PROGRAM	4,500	2,500	(2,000)	-44%	Decreased based on actual expenditures.
10-20-5550-480	INDIRECT COST ALLOCATION	-8,000	-5,100	2,900	-36%	Decreased based on indirect cost allocation from water fund.
10-20-5550-730	CAPITAL OUTLAY	8,300	0	(8,300)	-100%	
	<b>TOTALS</b>	<b>86,100</b>	<b>81,600</b>	<b>(4,500)</b>	<b>-5%</b>	