

**BUDGET ORDINANCE 2011-2012
CITY OF NEW BERN, NORTH CAROLINA**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN, NORTH CAROLINA:

SECTION 1. The following amounts are hereby appropriated for the operation of the City of New Bern beginning July 1, 2011 and ending July 30, 2012 according to the following schedules:

SCHEDULE A - GENERAL FUND

Governing Board	279,901
Administration	547,447
Legal	193,680
Special Appropriations	465,669
Finance:	
Accounting	831,081
Warehouse	294,416
Information Technology	1,355,353
Tax Collection	240,170
Human Resources	473,449
Police	9,957,965
Fire:	
Fire	5,630,422
Volunteers	43,650
Recreation:	
Administration	215,948
West NB Rec. Center	399,206
Stanley White Rec. Center	547,650
Parks & Maintenance	1,107,184
Aquatics	467,495
Athletics	259,597
Planning & Inspections	1,426,251
GIS	141,349
Public Works	
Administration	255,371
Insurance	599,981
Garage	0
Public Buildings	975,902
Streets	3,321,312
Cemeteries	175,613
Leaf & Limb	914,049
Sanitation	1,912,661

Interdepartmental Charges	105,000
Interfund Transfers	343,812
Contingency	<u>72,118</u>

TOTAL GENERAL FUND 33,553,702

SCHEDULE B - MUNICIPAL SERVICE DISTRICT FUND

Municipal Service District	<u>227,513</u>
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TOTAL MUNICIPAL SERVICE DISTRICT FUND 227,513

SCHEDULE C - WATER FUND

Water Resources Administration	551,806
Water Treatment	2,057,967
Water Distribution Maintenance	3,116,786
Water Debt Service	2,938,091
Interdepartmental Charges	1,809,502
Interfund Transfers	220,000
Contingency	<u>472,379</u>

TOTAL WATER FUND 11,166,531

SCHEDULE D - SEWER FUND

Sewer Treatment	2,605,456
Sewer Collection System Maint.	5,577,959
Sewer Debt Service	2,353,426
Interdepartmental Charges	2,065,035
Interfund Transfers	160,000
Contingency	<u>80,848</u>

TOTAL SEWER FUND 12,842,724

SCHEDULE E - ELECTRIC FUND

Electric Administration	777,171
Utility Billing	429,497
Utility Service	1,190,338
Distribution O&M	4,680,612
Power Supply	49,521,333
Communications Control	285,101
Customer Service	1,016,809

Interdepartmental Charges	3,886,246
Interfund Transfers	1,897,200
Contingency	<u>569,833</u>
TOTAL ELECTRIC FUND	64,254,140
SCHEDULE F - EMPLOYEES' BENEFIT INSURANCE FUND	
Employee Benefits	<u>5,866,335</u>
TOTAL EMPLOYEES' BENEFIT INSURANCE FUND	5,866,335
SCHEDULE G - EMERGENCY TELEPHONE SYSTEM FUND	
E-911	<u>313,336</u>
TOTAL EMERGENCY TELEPHONE SYSTEM FUND	313,336
SCHEDULE H - POLICE SPECIAL REVENUE FUND	
Police Special Revenue	<u>19,730</u>
TOTAL POLICE SPECIAL REVENUE FUND	19,730
SCHEDULE I - COMMUNITY DEVELOPMENT FUND	
Community Development	<u>10,000</u>
TOTAL COMMUNITY DEVELOPMENT FUND	10,000
SCHEDULE J - GRANTS FUND	
Grants and Programs	<u>1,377,753</u>
TOTAL GRANTS FUND	1,377,753
SCHEDULE K - PUBLIC-PRIVATE PARTNERSHIPS FUND	
Partnerships Programs	<u>24,575</u>
TOTAL PUBLIC-PRIVATE PARTNERSHIPS FUND	24,575

SCHEDULE L - STORMWATER FUND

Stormwater	<u>75,000</u>
TOTAL STORMWATER FUND	75,000

SCHEDULE M - WATER CAPITAL RESERVE FUND

Water Capital Reserve	<u>95,000</u>
TOTAL WATER CAPITAL RESERVE	95,000

SCHEDULE N - SEWER CAPITAL RESERVE FUND

Sewer Capital Reserve	<u>50,000</u>
TOTAL SEWER CAPITAL RESERVE FUND	50,000

SECTION 2. It is estimated that revenues from the following major sources will be available during the fiscal year beginning July 1, 2011 and ending July 30, 2012 to meet the foregoing schedules:

SCHEDULE A - GENERAL FUND

Taxes & Licenses	17,404,959
Intergovernmental Revenue	3,123,900
Investment Earnings	8,000
Miscellaneous Revenue	433,136
Interdepartmental Revenue	6,256,973
Transfer from Electric Fund	1,674,000
Transfer from Electric PILOT	223,200
Transfer from Water PILOT	220,000
Installment Proceeds	794,856
Police Revenues	216,277
Fire Revenues	278,761
Recreation Revenues	108,500
Permits and Fees	501,940
Public Works Revenues	214,000
Charges for Sales & Service	<u>2,095,200</u>
TOTAL GENERAL FUND	33,553,702

SCHEDULE B - MUNICIPAL SERVICE DISTRICT FUND

Taxes	215,633
Parking Fees	<u>11,880</u>
TOTAL MUNICIPAL SERVICE DISTRICT FUND	227,513

SCHEDULE C - WATER FUND

Charges for Sales & Service	10,730,481
Investment Earnings	3,500
Miscellaneous Revenue	2,000
Interdepartmental Revenue	270,550
Transfer from Sewer Fund	<u>160,000</u>
TOTAL WATER FUND	11,166,531

SCHEDULE D - SEWER FUND

Charges for Sales & Service	11,277,800
Investment Earnings	700
Miscellaneous Revenue	639,224
Installment Proceeds	<u>925,000</u>
TOTAL SEWER FUND	12,842,724

SCHEDULE E - ELECTRIC FUND

Charges for Sales & Service	62,797,380
Investment Earnings	2,000
Miscellaneous Revenue	65,000
Interdepartmental Revenue	754,760
Installment Purchase Proceeds	<u>635,000</u>
TOTAL ELECTRIC FUND	64,254,140

SCHEDULE F - EMPLOYEES' BENEFIT INSURANCE FUND

Investment Earnings	300
Interdepartmental Revenue	5,282,535
Miscellaneous Revenue	<u>583,500</u>
TOTAL EMPLOYEES' BENEFIT INSURANCE FUND	5,866,335

SCHEDULE G - EMERGENCY TELEPHONE SYSTEM FUND

State 911 Distributions	269,837
Investment Earnings	200
Miscellaneous Revenues	<u>43,299</u>
TOTAL EMERGENCY TELEPHONE SYSTEM FUND	313,336

SCHEDULE H - POLICE SPECIAL REVENUE FUND

Restricted Police Revenue	15,000
Fund Balance Appropriated	<u>4,730</u>
TOTAL POLICE SPECIAL REVENUE FUND	19,730

SCHEDULE I - COMMUNITY DEVELOPMENT FUND

Program Income	1,200
Fund Balance	<u>8,800</u>
TOTAL COMMUNITY DEVELOPMENT FUND	10,000

SCHEDULE J - GRANTS FUND

Grant Programs	1,306,315
Transfer from General Fund	<u>71,438</u>
TOTAL GRANTS FUND	1,377,753

SCHEDULE K - PUBLIC-PRIVATE PARTNERSHIPS FUND

Program Revenues	4,075
Transfer from General Fund	15,000
Fund Balance Appropriated	<u>5,500</u>
TOTAL PUBLIC-PRIVATE PARTNERSHIPS FUND	24,575

SCHEDULE L - STORMWATER FUND

Charges for Sales & Service	<u>75,000</u>
TOTAL STORMWATER FUND	75,000

SCHEDULE M - WATER CAPITAL RESERVE FUND

Water Capital Reserve	<u>95,000</u>
TOTAL WATER CAPITAL RESERVE	95,000

SCHEDULE N - SEWER CAPITAL RESERVE FUND

Sewer Capital Reserve	<u>50,000</u>
TOTAL SEWER CAPITAL RESERVE FUND	50,000

SECTION 3.

- (a) That there is hereby a tax levied at the rate of forty-one (\$0.41) per one hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2011, for the purpose of raising the revenue listed in "Taxes & Licenses" in Schedule A - General Fund in Section 2 of this ordinance. This rate is based on an estimated total valuation of property for the purpose of taxation of **\$3,083,414,000** and an estimated rate of collection of 96.4%.
- (b) That there is hereby levied an additional tax at the rate of twelve cents (\$0.12) per hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2011, on all property located in Municipal Service District, as defined and established by resolution adopted by the Board of Aldermen of the City of New Bern on June 27, 1978, expanded on June 26, 1986, and amended on January 8, 2008, for the purpose of raising revenue listed in Schedule B - Municipal Service District Fund in Section 2 of this Ordinance.
- (c) That privilege license taxes are hereby levied for the fiscal year 2011-2012 in accordance with the most recently adopted schedule of Privilege Licenses - City of New Bern, on file in the office of the Tax Collector of the City of New Bern.

SECTION 4.

The attached Classification Plan (Appendix A) and Salary Schedule (Appendix B) effective July 10, 2011 are hereby adopted and incorporated into this Ordinance herein by reference.

SECTION 5. Special Authorization - Budget Officer

- (a) The Budget Officer and Director of Finance shall be authorized to reallocate appropriations within departments and among the various line accounts not organized by departments as he or she deems necessary.
- (b) Interfund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the Board.

SECTION 6. Restrictions - Budget Officer

- (a) Interfund and interdepartmental transfers of monies, except as noted in Section 5(b), shall be accomplished by Board of Aldermen authorizations only.
- (b) Utilization of appropriations contained in Contingencies and Appropriations to Fund Balance may be accomplished only with specific approval of the Board of Aldermen.

SECTION 7.

The Finance Officer is authorized to write off accounts receivable 120 or more days delinquent and to place said accounts in a collection status.

SECTION 8.

The use of facsimile signatures for checks and other documents is re-authorized as established by a resolution adopted by the Board of Aldermen of the City of New Bern on the 9th day of December, 1986.

SECTION 9.

Copies of the Ordinance shall be filed with the Budget Officer, Director of Finance and City Clerk.

SECTION 10.

This Ordinance shall take effect on July 1, 2011.

ADOPTED THIS 28th DAY OF JUNE, 2011.

Veronica E. Mattocks
CITY CLERK

Bernard W. White
MAYOR PRO-Tem

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

Grade	Title	Minimum - Maximum
1		18,740 - 33,909
2		19,690 - 35,627
	Custodian	
3		20,688 - 37,431
	Lead Custodian	
4		21,735 - 39,328
5		22,837 - 41,320
	Recreation Program Assistant Enrichment Program Assistant Maintenance Worker Parks Worker	
6		23,994 - 43,413
	Meter Reader Senior Maintenance Worker Tree Trim Groundworker Utility Maintenance Worker I	
7		25,209 - 45,612
	Accounting Clerk Biosolids Operator Electric Groundworker Inventory Control Clerk Maintenance Construction Worker Office Assistant II Storekeeper Tax Clerk Treatment Plant Maintenance Worker Utility Maintenance Worker II Utility Service Specialist Utility Service Technician	

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

8 26,486 - 47,923

Equipment Operator I
Irrigation Operator
Lead Maintenance Worker
Parks Maintenance Specialist
Police Service Technician
Police Service Technician/Telecommunicator
Pretreatment Coordinator
Revenue Collections Clerk
Senior Storekeeper
Utility Billing Assitant
Utility Control System Operator
Utility Maintenance Lead Worker
Wastetreatment Plant Oper. I
Water Treatment Plant Operator I

9 27,828 - 50,350

Accounting Tech. I
Automotive Parts Clerk
Carpenter
Customer Service Representative
Electric Meter Technician
Human Resources Assistant
Lead Equipment Operator I
Load Mgt. Systems Technician
Maintenance Technician
Office Assistant III
Pump Station Mechanic I
Senior Tax Clerk
Senior Utility Billing Assistant
Tree Trimmer
Warehouse Assistant

10 29,238 - 52,901

Administrative Assistant
Engineering Assistant
Equipment Operator II
Fire Specialist
Laboratory Technician
Office Systems Technician
Police Officer Trainee
Pump Station Mechanic II
Wastetreatment Plant Oper. II
Water Production Technician

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

11	30,718 - 55,579
	Accounting Tech. II Auto Mechanic Crew Supervisor Crime Analyst Customer Relations Assistant Electric Line Worker 3rd Class Fire Specialist I Lead Equipment Operator II Minimum Housing Code Officer Nuisance Abatement Officer Parks Crew Leader Payment Services Supervisor Police Officer Tree Trim Crew Leader
12	32,274 - 58,394
	Bldg & Grounds Maint. Superv. Computer Systems Technician Fire Specialist II Human Resources Technician Parks Supervisor Substation Technician I Water/Sewer Crew Supervisor Zoning Enforcement Officer
13	33,909 - 61,351
	Athletic Coordinator Building Inspector I Civilian Unit Supervisor Electric Line Worker 2nd Class Electric Svc. Representative Fire Specialist III IT Technician Land Application Supervisor Master Police Officer I Recreation Program Coordinator Special Program & Events Coordinator Substation Technician II Treatment Plants Maint. Supervisor Wastetreatment Plant Oper. III Water & Sewer Construction Inspector

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

14 35,627 - 64,458

Account Services Supervisor
Electrical Engineer Technician
Electrician
GIS Technician
Master Police Officer II
Microcomputer Technician
Network Technician
Planner
Sexton
Utility Billing Supervisor
Utility Service Investigator
Waste Treatment Plant Operator IV

15 37,431 - 67,722

Athletic Supervisor
Building Inspector II
Electric Line Worker 1st Class
Fire Engineer
Grants Coordinator
Heavy Equipment Mechanic
Lead Elec. Svc. Representative
Master Police Officer III
Recreation Center Supervisor
Recreation Supervisor
Sewer Enforcement Officer
Warehouse Manager

16 39,328 - 71,151

Accountant
Accreditation Manager
Chief Treatment Plant Operator
Facilities Maintenance Superintendent
Garage Manager
Laboratory Supervisor
Telemetry & Control Technician
Waste Collection Superintendent
Water Facilities Superintendent
Water/Sewer Construction Superint.

17 41,320 - 74,753

Building Inspector III
City Clerk
Fire Lieutenant

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

	Fire Lieutenant/Training Officer Fire Prevention Inspector Network Administrator Police Sergeant	
18		43,413 - 78,538
	Community Development Coord. Electric Line Crew Leader Electric Service & Billing Manager IT Systems Analyst Non-Profit Coordinator Public Information Officer Safety Officer Tax Collector	
19		45,612 - 82,515
	Energy Management Representative GIS Coordinator Parks Superintendent Plants Operations Manager Public Works Superintendent Senior Accountant Senior Crime Analyst	
20		47,923 - 86,693
	Asst. Director of Human Resources Asst. Public Works Director Business Office Manager Chief Building Inspector City Planner Electric Substation & Control Superint. Fire Commander Fire Marshal Land & Community Development Administrator Senior Management Assistant Utility Maintenance Superintendent Water Treatment Plant Manager	
21		50,350 - 91,083
	Electric Distribution Engineer Police Lieutenant Staff Engineer Support Services Section Commander	

City of New Bern
Fiscal Year 2011-12

Exhibit A

Classification Pay Plan FY 2011-12

22		52,901 - 95,695
	Deputy Fire Chief/Operations Commander Information Technology Manager	
23		55,579 - 100,541
	Accounting Manager Electric Distribution Superinten. Police Captain Services Division Commander Treatment Plants Manager	
24		58,394 - 105,632
25		61,351 - 110,981
	Deputy Chief of Police	
26		64,458 - 116,600
27		67,722 - 122,505
	Director of Human Resources Director of Parks & Recreation Director of Planning, Inspec.,C.D.	
28		71,151 - 128,708
	City Engineer Fire Chief	
29		74,753 - 135,225
	Chief of Police Director of Finance Director of Public Works Director of Utilities	
30		78,538 - 142,072

Effective Date 7/10/11

