

Water Operations – Overview, Goals, and Objectives

Overview

The Water Operations staff is responsible for monitoring water quality distributed from Nags Head's plant into the Town's distribution system. The water plant is staffed two shifts per day, seven days a week and serves as an after-hours contact for Nags Head citizens wishing to report water problems or seeking information concerning other Town departmental activities.

Water Operations consists of the Eighth Street Water Treatment Plant and storage tank, the Gull Street Pump Station and storage tank, and two 500,000-gallon elevated water storage tanks. In addition, Water Operations maintains a state certified laboratory for bacteriological testing to ensure that water quality is in compliance with state and federal regulations.

Goals

- Provide drinking water, and water needed for fire suppression, that meets or exceeds all federal and state standards in quantity and quality. (BOC Values 2, 4 and 5)
- Maintain the Town's water treatment and storage system in optimum operating condition and add needed system enhancements as required to meet increasing state and federal water quality standards. (BOC Values 1, 2, 4, 5 and 6)
- Continually improve customer service and department communications with the public, businesses, and other Town departments. (BOC Values 1, 4 and 6)

Objectives and Related Performance Indicators

- **Objective** - Improve water service through water quality enhancements.
Performance Indicators –
 1. Monitor water quality from Oregon Inlet north and throughout distribution system.
 2. Continue monitoring and system operational adjustments to reduce TTHM concentration throughout the distribution system in order to meet the Stage 2 Disinfection/Disinfection By-Product Rule.
- **Objective** - Perform scheduled system maintenance to maximize the life of critical system components.
Performance Indicators -
 1. Inspection of Eighth Street water tower's cathode protection system.
 2. Replace/update the SCADA radios at four locations. (Eighth Street water plant, Eighth Street tower, Gull Street and SNH tower.
- **Objective** - Plan for future Water Operations capital needs.
Performance Indicators –
 1. Monitor proposed and established future water quality standard revisions.
 2. Determine how the Town can meet future revised standards.
 3. Review/identify water treatment methods to meet future water quality standards.
 4. Prepare Water Operations capital improvement plan to include any future treatment needs/modifications.

Water Operations

Recommended Organization and Staffing



Water Operations – Budget Highlights

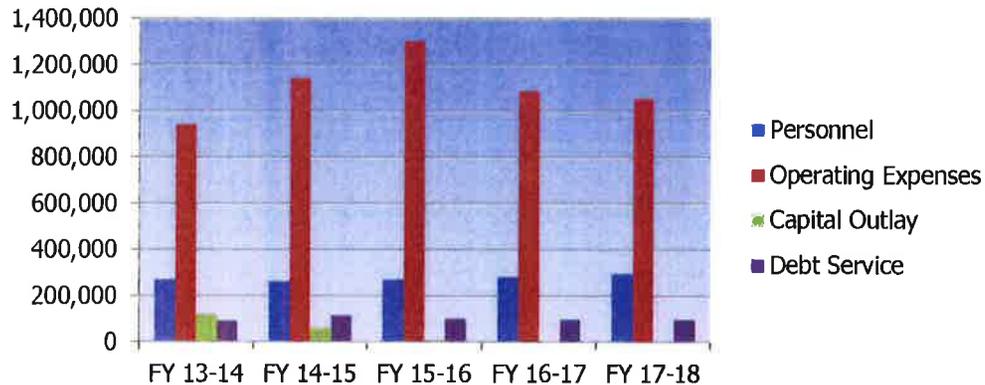
Highlights

- Debt Service includes the 14th year payment of \$90,567 for a loan, financed over 15 years, for the Eighth Street water tower.
- Funding of \$831,168 is included for purchasing 444 million gallons of water from Dare County for resale to Nags Head property owners.
- The wholesale water rate is \$1.872 per 1,000 gallons.

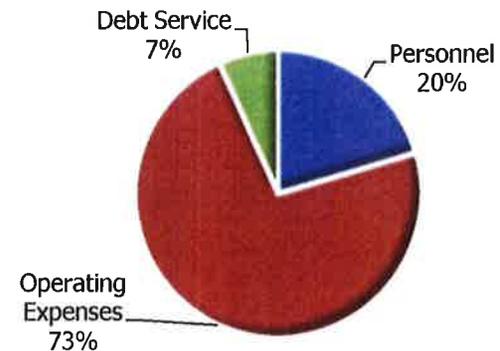
Expenditures by Function

| | | FY 2016-2017 | | FY 2017-2018 | | Percent |
|---------------------------|----|-----------------------|----|---------------------------|--|----------------------|
| | | <u>Adopted</u> | | <u>Recommended</u> | | <u>Change</u> |
| Personnel Services | \$ | 283,875 | \$ | 297,768 | | 4.89% |
| Operating Expenses | \$ | 1,089,886 | \$ | 1,056,749 | | -3.04% |
| Debt Service | \$ | 99,259 | \$ | 98,790 | | -0.47% |
| Total | \$ | 1,473,020 | \$ | 1,453,307 | | -1.34% |

Fiscal Year 2017-2018 Recommended Expenditures and Adopted Expenditure History



Fiscal Year 2017-2018 Recommended Expenditures by Function



**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Department: *Water Operations*

| Account Description | Departmental Requested 2017-2018 | Manager's Recommended 2017-2018 | Financial Plan 2018-2019 | Adopted Budget 2016-2017 | Adjusted Budget 2016-2017 | Estimated Actual Expenditures 2016-2017 | Actual Expenditures 2015-2016 | Actual Expenditures 2014-2015 |
|------------------------------------|----------------------------------|---------------------------------|--------------------------|--------------------------|---------------------------|---|-------------------------------|-------------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| SALARIES/WAGES - REGULAR | \$ 193,656 | \$ 193,656 | \$ 197,501 | \$ 200,928 | \$ 200,928 | \$ 200,000 | \$ 196,628 | \$ 185,570 |
| SALARIES - LONGEVITY PAY | 7,755 | 7,755 | 9,785 | - | - | - | - | 6,507 |
| OVERTIME PAY | 500 | 500 | 500 | - | - | - | - | 414 |
| HOLIDAY PAY | 6,700 | 6,700 | 6,700 | - | - | - | - | - |
| FICA TAX | 15,959 | 15,959 | 16,408 | 15,282 | 15,282 | 13,531 | 13,958 | 13,817 |
| GROUP HEALTH INSURANCE | 53,389 | 53,389 | 55,865 | 49,890 | 49,890 | 50,444 | 48,677 | 48,871 |
| RETIREMENT | 15,665 | 15,665 | 16,237 | 13,932 | 13,932 | 13,819 | 13,239 | 13,568 |
| 401 K | 4,144 | 4,144 | 4,262 | 3,843 | 3,843 | 2,022 | 1,890 | 2,035 |
| Subtotal Personnel Services | \$ 297,768 | \$ 297,768 | \$ 307,258 | \$ 283,875 | \$ 283,875 | \$ 279,816 | \$ 274,391 | \$ 270,783 |
| OPERATIONS | | | | | | | | |
| TRAINING | \$ 3,285 | \$ 3,285 | \$ 3,285 | \$ 3,285 | \$ 3,360 | \$ 1,077 | \$ 2,485 | \$ 1,048 |
| BUILDING/EQUIPMENT RENTAL | 1,480 | 1,480 | 1,480 | 774 | 774 | 943 | 826 | 669 |
| TELEPHONE | 5,048 | 5,048 | 5,048 | 3,500 | 3,500 | 2,768 | 3,232 | 3,567 |
| TELEPHONE - CELL PHONE STIPEND | 420 | 420 | 420 | 420 | 420 | 420 | 420 | 403 |
| UTILITIES | 53,906 | 53,906 | 58,218 | 52,950 | 52,950 | 50,026 | 46,309 | 45,462 |
| TRAVEL | - | - | - | - | - | - | - | 682 |
| POSTAGE | 2,650 | 2,650 | 2,700 | 2,000 | 2,000 | 226 | 1,459 | 1,525 |
| ADVERTISING | 260 | 260 | 260 | 260 | 260 | 189 | - | 66 |
| PRINTING | 3,825 | 3,825 | 3,825 | 3,825 | 3,825 | 2,750 | 2,687 | 2,708 |
| FUEL COSTS | 5,400 | 5,400 | 5,400 | 6,500 | 6,500 | 3,553 | 4,313 | 5,805 |
| DEPARTMENT SUPPLIES | 34,690 | 30,690 | 32,690 | 28,074 | 21,614 | 19,387 | 30,208 | 26,383 |
| OTHER SUPPLIES | 7,225 | 7,225 | 7,600 | 6,375 | 6,375 | 1,506 | 2,384 | 11,578 |
| OTHER SUPPLIES - COMPUTER | 2,000 | 2,000 | - | - | - | - | 723 | 713 |
| MAINT/REPAIR BUILDINGS | 1,500 | 1,500 | 2,000 | 1,000 | 1,000 | 915 | 300 | 872 |
| MAINT/REPAIR EQUIPMENT | 27,400 | 16,400 | 292,850 | 49,200 | 15,200 | 15,000 | 21,809 | 136,774 |
| VEHICLE MAINTENANCE | 1,900 | 1,900 | 1,900 | 1,500 | 1,500 | 659 | 1,134 | 435 |
| VEHICLE REPAIRS | 500 | 500 | 500 | - | - | - | - | - |
| UNIFORMS | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 1,550 | 1,563 | 1,913 |
| PROFESSIONAL FEES | 6,250 | 6,250 | 6,250 | 6,250 | 7,850 | 4,850 | 4,814 | 3,209 |
| CONTRACTED SERVICES | 18,254 | 18,254 | 18,310 | 14,550 | 14,550 | 8,648 | 6,597 | 7,205 |
| PURCHASES FOR RESALE | 831,168 | 831,168 | 872,726 | 854,865 | 854,865 | 779,680 | 753,552 | 858,977 |
| DEPRECIATION EXPENSE | - | - | - | - | - | - | - | - |
| OPEB Funding | - | - | 2,700 | - | - | - | 768 | 2,816 |
| DUES AND SUBSCRIPTIONS | 2,588 | 2,588 | 2,688 | 2,558 | 2,558 | 3,608 | 2,460 | 2,092 |
| INSURANCE | 60,000 | 60,000 | 60,000 | 50,000 | 50,000 | 50,000 | 49,010 | 49,763 |
| Subtotal Operations | \$ 1,071,749 | \$ 1,056,749 | \$ 1,382,850 | \$ 1,089,886 | \$ 1,051,101 | \$ 947,755 | \$ 937,054 | \$ 1,164,662 |
| COST REIMBURSEMENT | | | | | | | | |
| COST REIMBURSEMENT | \$ - | \$ - | \$ - | \$ - | \$ 331,736 | \$ 331,736 | \$ 343,336 | \$ 337,097 |

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Department: *Water Operations*

| Account Description | Departmental Requested 2017-2018 | Manager's Recommended 2017-2018 | Financial Plan 2018-2019 | Adopted Budget 2016-2017 | Adjusted Budget 2016-2017 | Estimated Actual Expenditures 2016-2017 | Actual Expenditures 2015-2016 | Actual Expenditures 2014-2015 |
|---------------------------------------|--|---------------------------------------|--------------------------------|--------------------------------|---------------------------------|--|-------------------------------------|-------------------------------------|
| <i>CAPITAL OUTLAY</i> | | | | | | | | |
| CAPITAL OUTLAY BUILDINGS | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 94,695 | \$ - |
| CAPITAL OUTLAY OTHER | - | - | - | - | 34,000 | 30,281 | - | - |
| CAPITAL OUTLAY EQUIPMENT | 6,800 | - | - | - | 7,000 | 6,250 | 56,834 | 47,100 |
| CAPITAL OUTLAY BUDGETARY | - | - | - | - | - | - | - | - |
| <i>Subtotal Capital Outlay</i> | \$ 6,800 | \$ - | \$ - | \$ - | \$ 41,000 | \$ 36,531 | \$ 151,529 | \$ 47,100 |
| <i>DEBT SERVICE</i> | | | | | | | | |
| L/P PRINCIPAL | \$ 94,789 | \$ 94,789 | \$ 86,667 | \$ 93,209 | \$ 93,209 | \$ 93,209 | \$ 96,931 | \$ 85,550 |
| L/P INTEREST | 4,001 | 4,001 | 1,950 | 6,050 | 6,050 | 6,050 | 13,150 | 16,190 |
| ACCRUED INTEREST | - | - | - | - | - | - | 1,053 | - |
| <i>Subtotal Debt Service</i> | \$ 98,790 | \$ 98,790 | \$ 88,617 | \$ 99,259 | \$ 99,259 | \$ 99,259 | \$ 111,134 | \$ 101,740 |
| TOTAL | \$ 1,475,107 | \$ 1,453,307 | \$ 1,778,725 | \$ 1,473,020 | \$ 1,806,971 | \$ 1,695,096 | \$ 1,817,444 | \$ 1,921,382 |

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Water Operations

| Description of Capital Items | Department Requested 2017 - 2018 | Manager's Recommended 2017 - 2018 | Financial Plan 2018 - 2019 |
|--|--|---|----------------------------------|
| <i>Capital Outlay Equipment</i> | | | |
| 1. Distribution meter | \$ 6,800 | \$ - | \$ - |
| <i>Total Capital Outlay Equipment</i> | \$ 6,800 | \$ - | \$ - |