

Water Operations – Overview, Goals, and Objectives

Overview

The Water Operations staff is responsible for monitoring water quality leaving the plant and in the distribution system for the residents and visitors of Nags Head. 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, one in south Nags Head and the other behind the Public Works complex on Lark Avenue. 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

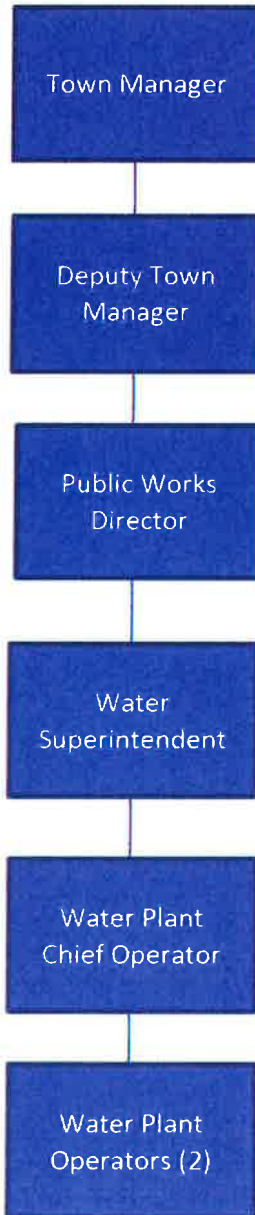
- Provide drinking water and fire flows in quantities and quality that meets, or exceeds, all federal and state standards. (BOC Values 2, 4 and 5)
- Maintain the town's water treatment and storage system in optimum operating condition and add needed system enhancements as required to meet increasing 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 at Oregon Inlet 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. Clean and repair on the Eighth Street ground storage tank following the 2011 Water System Master Plan.
 2. Inspect/Evaluate all pumps and water storage tanks (ground and elevated) to determine estimated service life and required maintenance.
- **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 CIP to include any future treatment needs/modifications.

Water Operations

Organization and Staffing



Water Operations – Budget Highlights

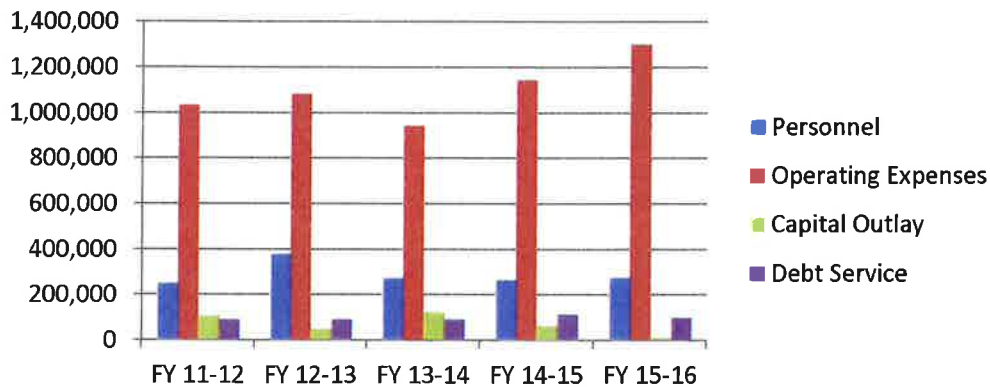
Highlights

- Debt Service includes the 12th year payment of a loan, financed over 15 years, for the Eighth Street water tower.
- Capital outlay funds of \$9,704 are included for the first year of finance and registration fees for a replacement vehicle.
- Funding of \$906,000 is included for purchasing water from Dare County for resale to Nags Head property owners.

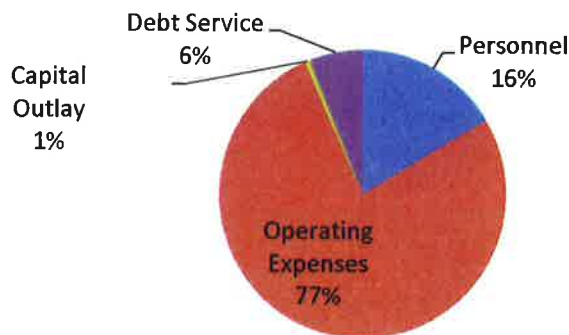
Expenditures by Function

	FY 2014-2015		FY 2015-2016		Percent
	<u>Adopted</u>		<u>Recommended</u>		<u>Change</u>
Personnel Services	\$ 265,824	\$	278,046		4.60%
Operating Expenses	\$ 1,145,577	\$	1,303,483		13.78%
Capital Outlay	\$ 63,662	\$	9,704		-84.76%
Debt Service	\$ 116,807	\$	101,660		-12.97%
Total	\$ 1,591,870	\$	1,692,893		6.35%

Adopted Expenditure History/Recommended Expenditures for FY 15-16



Recommended Fiscal Year 2015-2016 Expenditures by Function



Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** Requested	***** 2016 ***** Admin. Recmnd	***** Budgeted	%PY
CLASS: 61-810-6-0000-00										
SALARIES/WAGES - REGULAR										
61-810-6-5102-00	0.00	173,094.00	270,873.00	186,738.00	178,424.00		177,612.00	178,455.00	_____	0.00
	0.00	179,378.30	276,039.05	181,771.86	149,448.36	0.00				
SALARIES - LONGEVITY PAY										
61-810-6-5102-01	0.00	5,402.00	9,731.00	7,642.00	6,506.00		6,507.00	6,507.00	_____	0.00
	0.00	5,400.39	9,556.28	7,553.88	2,499.36	0.00				
SALARIES/WAGES - PARTTIME										
61-810-6-5103-00	0.00	0.00	0.00	0.00	0.00		_____	_____	_____	0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
OVERTIME PAY										
61-810-6-5104-00	0.00	2,040.00	1,500.00	2,040.00	1,015.00		1,500.00	1,500.00	_____	0.00
	0.00	0.00	669.77	597.86	414.42	0.00				
HOLIDAY PAY										
61-810-6-5105-00	0.00	4,896.00	3,600.00	4,896.00	2,538.00		4,860.00	2,500.00	_____	0.00
	0.00	2,300.01	2,296.62	974.32	0.00	0.00				
FICA TAX										
61-810-6-5206-00	0.00	14,187.00	21,856.00	15,401.00	14,680.00		14,572.00	14,645.00	_____	0.00
	0.00	13,403.93	20,768.80	14,278.89	10,919.34	0.00				
GROUP HEALTH INSURANCE										
61-810-6-5207-00	0.00	41,309.00	54,984.00	45,443.00	49,022.00		60,148.00	59,672.00	_____	0.00
	0.00	40,101.04	49,993.64	40,893.33	40,407.65	0.00				
RETIRES GROUP HEALTH INSUR										
61-810-6-5207-01	0.00	0.00	0.00	0.00	0.00		_____	_____	_____	0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
EMPLOYEE DENTAL										
61-810-6-5207-10	0.00	0.00	0.00	0.00	0.00		_____	_____	_____	0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
EMPLOYEE LIFE										
61-810-6-5207-20	0.00	0.00	0.00	0.00	0.00		_____	_____	_____	0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
RETIREMENT										
61-810-6-5208-00	0.00	12,906.00	19,256.00	14,229.00	13,566.00		12,705.00	12,761.00	_____	0.00
	0.00	12,639.65	19,146.78	13,820.47	10,736.74	0.00				

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual Estimated Full Year	***** 2016 ***** Requested Admin. Recmnd Budgeted	%PY
CLASS: 61-810-6-0000-00							
401 K							
61-810-6-5210-00	0.00 0.00	1,856.00 1,816.68	2,859.00 2,840.64	3,965.00 2,632.47	3,858.00 1,633.10	0.00 3,809.00 2,006.00	0.00
STORM DAMAGES/REPAIRS/COSTS							
61-810-6-5319-99	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00
TRAINING							
61-810-6-5320-00	0.00 0.00	715.00 610.45	2,235.00 1,434.90	1,310.00 1,060.00	1,310.00 1,048.40	0.00 1,310.00 1,310.00	0.00
COMPUTER TRAINING							
61-810-6-5320-01	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00
SAFETY TRAINING							
61-810-6-5320-02	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00
BUILDING/EQUIPMENT RENTAL							
61-810-6-5321-00	0.00 0.00	800.00 704.86	680.00 657.17	1,240.00 658.12	750.00 658.68	0.00 1,240.00 1,000.00	0.00
TELEPHONE							
61-810-6-5322-00	0.00 0.00	5,188.00 4,070.32	5,556.00 3,732.27	5,484.00 3,258.74	4,000.00 2,341.43	0.00 4,624.00 3,500.00	0.00
TELEPHONE- CELL PHONE STIPEND							
61-810-6-5322-01	0.00 0.00	0.00 0.00	0.00 280.00	420.00 420.00	420.00 332.50	0.00 420.00 420.00	0.00
UTILITIES							
61-810-6-5323-00	0.00 0.00	45,000.00 43,246.81	44,000.00 37,881.80	48,775.00 57,137.71	50,000.00 37,787.95	0.00 52,806.00 50,000.00	0.00
TRAVEL							
61-810-6-5324-00	0.00 0.00	1,200.00 377.12	1,505.00 657.96	2,200.00 484.86	2,200.00 681.58	0.00 1,975.00 1,975.00	0.00
POSTAGE							
61-810-6-5325-00	0.00 0.00	2,000.00 1,508.48	2,150.00 1,533.04	5,000.00 295.13	2,650.00 1,557.35	0.00 5,550.00 2,000.00	0.00

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual	***** Estimated Full Year	***** Requested	***** 2016 ***** Admin. Recmnd	***** Budgeted	%PY
CLASS: 61-810-6-0000-00										
ADVERTISING										
61-810-6-5326-00	0.00	260.00	260.00	260.00	260.00		260.00			0.00
	0.00	66.00	68.00	160.79	66.00	0.00				
PRINTING										
61-810-6-5327-00	0.00	2,944.00	4,106.00	5,095.00	3,120.00		6,325.00	3,000.00		0.00
	0.00	2,683.90	3,127.21	3,974.85	2,771.00	0.00				
FUEL COSTS										
61-810-6-5431-00	0.00	7,920.00	9,000.00	8,000.00	7,700.00		8,400.00	6,504.00		0.00
	0.00	6,611.77	7,654.52	5,806.32	4,502.70	0.00				
STREET SUPPLIES										
61-810-6-5432-00	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
DEPARTMENT SUPPLIES										
61-810-6-5433-00	0.00	20,668.00	25,500.00	25,274.00	28,074.00		30,901.00	28,074.00		0.00
	0.00	20,493.11	27,366.89	24,444.77	26,339.88	0.00				
OTHER SUPPLIES										
61-810-6-5434-00	0.00	4,897.00	6,400.00	7,225.00	17,000.00		11,900.00	6,457.00		0.00
	0.00	3,458.99	4,585.16	5,408.86	12,933.34	0.00				
OTHER SUPPLIES - COMPUTER										
61-810-6-5434-05	0.00	0.00	0.00	0.00	1,500.00					0.00
	0.00	0.00	0.00	0.00	712.97	0.00				
MAINT/REPAIR BUILDINGS										
61-810-6-5435-00	0.00	0.00	300.00	1,000.00	1,000.00		26,000.00	1,000.00		0.00
	0.00	0.00	0.00	500.00	872.29	0.00				
MAINT/REPAIR EQUIPMENT										
61-810-6-5436-00	0.00	66,019.00	141,400.00	15,200.00	139,600.00		255,686.00	215,000.00		0.00
	0.00	61,408.14	141,347.70	13,720.73	135,179.03	0.00				
MAINT/REPAIR COMPUTER EQUIP.										
61-810-6-5436-01	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
VEHICLE MAINTENANCE										
61-810-6-5437-00	0.00	1,400.00	1,400.00	2,000.00	2,000.00		2,000.00	1,500.00		0.00
	0.00	963.12	1,440.95	945.39	365.65	0.00				

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CLASS: 61-810-6-0000-00										
VEHICLE REPAIRS										
61-810-6-5437-01	0.00	0.00	0.00	500.00	0.00		500.00			0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
UNIFORMS										
61-810-6-5439-00	0.00	1,600.00	1,600.00	1,450.00	2,000.00		2,000.00	2,000.00		0.00
	0.00	1,423.70	1,426.26	1,188.07	967.85	0.00				
PROFESSIONAL FEES										
61-810-6-5440-00	0.00	6,220.00	9,850.00	8,350.00	9,750.00		41,775.00	6,250.00		0.00
	0.00	4,611.90	8,013.00	4,417.24	5,808.59	0.00				
CONTRACTED SERVICES										
61-810-6-5445-00	0.00	5,640.00	9,000.00	10,500.00	10,080.00		16,634.00	11,000.00		0.00
	0.00	5,514.77	5,615.30	9,570.39	8,610.28	0.00				
DRAINAGE										
61-810-6-5446-00	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	0.00	0.00	0.00	0.00	0.00				
PURCHASES FOR RESALE										
61-810-6-5448-00	0.00	825,000.00	790,875.00	791,000.00	884,910.00		924,290.00	906,000.00		0.00
	0.00	701,377.23	730,179.78	817,402.31	633,826.05	0.00				
DEPRECIATION EXPENSE										
61-810-6-5550-00	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	257,414.00	0.00	0.00	0.00	0.00				
OPEB Funding										
61-810-6-5552-00	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	11,785.16	17,861.05	1,969.73-	0.00	0.00				
DUES AND SUBSCRIPTIONS										
61-810-6-5553-00	0.00	2,328.00	2,198.00	2,463.00	2,463.00		2,493.00	2,493.00		0.00
	0.00	2,312.36	2,167.36	2,387.36	2,092.36	0.00				
INSURANCE										
61-810-6-5554-00	0.00	56,804.00	61,510.00	50,000.00	57,000.00		54,000.00	54,000.00		0.00
	0.00	49,472.54	52,252.00	47,626.00	49,762.51	0.00				
COST REIMBURSEMENT										
61-810-6-5699-00	0.00	190,077.00	190,077.00	190,077.00	337,097.00					0.00
	0.00	190,077.00	190,077.00	190,077.00	337,097.00	0.00				

Description Budget Account Number	2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	2014 Approp Actual	***** 2015 ***** Approp Actual Estimated Full Year	***** 2016 ***** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 61-810-6-0000-00									
CAPITAL OUTLAY LAND									
61-810-6-5771-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00			0.00
CAPITAL OUTLAY BUILDINGS									
61-810-6-5772-00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00			0.00
CAPITAL OUTLAY OTHER									
61-810-6-5773-00	0.00 0.00	152,024.00 152,018.87	0.00 0.00	60,000.00 20,259.24	0.00 0.00	0.00			0.00
CAPITAL OUTLAY EQUIPMENT									
61-810-6-5774-00	0.00 0.00	0.00 0.00	47,000.00 46,900.00	24,045.00 23,793.00	47,462.00 47,100.00	0.00	26,000.00	9,704.00	0.00
CAPITAL OUTLAY BUDGETARY									
61-810-6-5774-33	0.00 0.00	0.00 0.00	2,900.00 2,881.98	0.00 0.00	0.00 0.00	0.00			0.00
L/P PRINCIPAL									
61-810-6-5781-00	0.00 0.00	69,390.00 69,490.61	72,061.00 72,172.21	83,975.00 82,653.32	99,810.00 7,705.00	0.00	88,414.00	88,414.00	0.00
L/P INTEREST									
61-810-6-5782-00	0.00 0.00	24,485.00 24,384.00	21,813.00 21,702.40	19,039.00 18,926.29	16,997.00 160.26	0.00	13,246.00	13,246.00	0.00
Control Total	0.00 0.00	1,748,269.00 1,871,125.21	1,838,035.00 1,764,327.49	1,650,236.00 1,597,129.84	1,998,762.00 1,537,339.62	0.00	1,860,462.00	1,692,893.00	0.00

Range of Expend Accounts: 61-810-6-5774-00 to 61-810-6-5774-00
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description	2011	2012	2013	2014	***** 2015 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	***** 2016 *****	%PY
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted		
WARNING: Sub without Control Account!											
CAPITAL OUTLAY EQUIPMENT											
61-810-6-5774-00	0.00	0.00	47,000.00	24,045.00	47,462.00		26,000.00	9,704.00			0.00
	0.00	0.00	46,900.00	23,793.00	47,100.00	0.00					
Detail: WATER PLANT TRUCK REPLACEMENT FOR 2003							26,000.00	0.00	0.00		
FORD RANGER #985 - defered 14/15											
Finance over three years at 3% or 8,924							0.00	9,704.00	0.00		
plus vehicle tax of 780											
Control Total	0.00	0.00	47,000.00	24,045.00	47,462.00		26,000.00	9,704.00	0.00	0.00	
	0.00	0.00	46,900.00	23,793.00	47,100.00	0.00					
Budgeted Total	0.00	0.00	47,000.00	24,045.00	47,462.00		26,000.00	9,704.00	0.00	0.00	
	0.00	0.00	46,900.00	23,793.00	47,100.00	0.00					
Non-Budget Total	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	0.00	0.00					
Budget Fund Total	0.00	0.00	47,000.00	24,045.00	47,462.00		26,000.00	9,704.00	0.00	0.00	
	0.00	0.00	46,900.00	23,793.00	47,100.00	0.00					
Year Total	0.00	0.00	47,000.00	24,045.00	47,462.00		26,000.00	9,704.00	0.00	0.00	
	0.00	0.00	46,900.00	23,793.00	47,100.00	0.00					