

# ***Public Works – Overview, Goals, and Objectives***

## **Overview**

Nags Head Public Works consists of six divisions: Administration, Public Facilities Maintenance, Fleet Maintenance, and Sanitation, which are discussed below, and Water Operations and Water Distribution, which are discussed in the Water Fund section of this budget.

Public Works Administration provides departmental coordination, technical assistance, and support for the department. Administration also manages citizen complaints; oversees budget preparation; generates all contracts and monitors the contract approval process; provides expenditure control; coordinates the expansion of the Town's waste diversion efforts; conducts studies and prepares reports; manages record keeping; provides coordination of personnel evaluation, discipline, safety, training and outfitting; and acts as a liaison to other departments.

Public Facilities Maintenance maintains the overall appearance and cleanliness of the Town's facilities and grounds and provides efficient, cost-effective general maintenance and repair of Town-maintained streets and rights-of-way. Additional responsibilities include asphalt and concrete repairs, roadway sweeping, multi-use path maintenance, street sign installation, specialty street pavement markings, right-of-way mowing, vegetation trimming and removal, and hauling and grading as needed.

Fleet Maintenance maintains, repairs, and services all Town vehicles and heavy equipment. Efficient, cost-effective maintenance of this equipment is essential to providing uninterrupted service. The division also performs preventive maintenance through careful operation, timely servicing, systematic inspection, and detection/correction of potential equipment problems before major breakdowns occur. Successful equipment maintenance allows the departments to carry out their duties in a timely and cost-effective manner. In recent years, major vehicle rehabilitation to increase service years has been added.

Sanitation collects commercial and residential refuse (including bulk and brush) in addition to providing vegetative debris chipping and mulching. Recycling is also managed through Sanitation.

## **Goals**

- Develop environmentally sensitive solutions to facilities, streets, right-of-way, multi-use path, and grounds maintenance problems, while maintaining fiscal responsibility. (BOC Values 2, 3, 4 and 5)
- Promote maintenance and development of livable, well-maintained neighborhoods through roadway, right-of-way, and multi-use path maintenance that increases traffic safety, bicycle, pedestrian and wheelchair access, and meets infrastructure needs. Seek grant funds for access improvements and expansions. (BOC Values 1, 3, 4, 5 and 6)
- Involve the public in decision-making that balances residential, tourism, and business needs, is fiscally responsible, and results in projects that support community needs and the Town's Land Use Plan. (BOC Values 3, 4, 5 and 6)
- Continually improve customer service and communications. (BOC Values 1, 4 and 6)

# ***Public Works – Overview, Goals, and Objectives***

## **Objectives and Related Performance Indicators**

- **Objective** - Improve public service offerings through facility expansion and/or replacement.  
**Performance Indicators** –
  1. Plan, organize, and monitor current and future public service offerings.
  
- **Objective** – Maintain fiscal responsibility for the department.  
**Performance Indicators** –
  1. Monitor expenditures in accordance with the budget to ensure cost effective purchasing.
  
- **Objective** - Improve both the quantity and quality of information available to customers while actively pursuing efficiencies in operations.  
**Performance Indicators** -
  1. Continue customer service training and professional staff development.
  2. Improve work flow effectiveness and implement ways to better serve customers through improved technology.
  3. Maintain professional presence at the Public Works front desk to greet callers, citizens, and visitors.
  4. Update policies and procedures to improve the efficiencies of operations.
  5. Continue to inform citizens, visitors and customers of any changes to the sanitation schedule.
  
- **Objective** - Maintain certifications, licenses, and training requirements for department staff and utilize professional services to maximize department capabilities within current staffing levels and budget.  
**Performance Indicators** –
  1. Ensure that all Facilities Maintenance, Maintenance Garage, Water Operations, and Water Distribution certifications are current and required training hours are complete.



# ***Public Works – Budget Highlights***

## **Highlights**

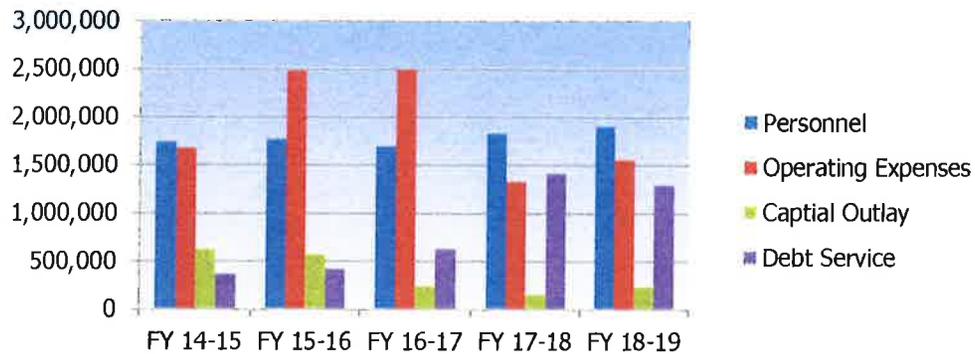
- Public Works Administration capital outlay includes replacement software for the Public Works fuel and inventory systems at \$21,000 and \$5,000, respectively.
- Public Works Facilities Maintenance funding includes:
  - Phase II of Town Hall HVAC replacement at \$26,500
  - Fire Station 21 exterior painting at \$21,000 and Douglas A. Remaley Fire Station 16 interior painting at \$20,000
  - A shed at Dowdy Park at \$21,500 and design services for lighting and decking at the park at \$15,000, both of which will be funded by recreation facility fees
  - New debt of \$10,000 for Town Park equipment replacement at a cost of \$50,000, financed over five years at 5%
  - A motor grader, an addition to the fleet, at \$170,000, financed over 5 years at 5%, with a new debt payment of \$37,396
  - Funding of \$75,000 for a tractor replacement, financed over three years at 4% for \$25,987 in new debt
  - A new facilities maintenance technician I position effective July 1, 2018, with a total job value budget at \$61,873
  - Jacob Street public beach access parking construction at \$105,000 (A CAMA grant has been applied for requesting \$81,000 in funding, with the remaining local match at \$24,000.)
- Public Works Garage funding includes:
  - Fuel, budgeted at \$2.299 per gallon for regular unleaded and \$2.499 per gallon for diesel (Prices are calculated and budgeted on average usage for the prior twelve months and are reflected departmentally.)
  - Capital outlay of \$7,000 for a replacement air compressor
- Public Works State Street Aid funding includes \$120,000 to match estimated Powell Bill funding. Paving, as well as street and drainage improvements on Satterfield Road, are recommended.
- Public Works Sanitation and Solid Waste Collection funding includes:
  - Tipping fees at \$669,685 for an estimated 8,700 residential and commercial tons at \$73.15/ton and 512 construction and demolition tons at \$65/ton.
  - Contracted recycling services funding reflects continuation of current once per week recycling collection on the Town's blue sanitation route.
  - An additional \$25,000 has been added to recycling for tipping fees in anticipation of paying \$15/ton for 1,000 tons as well as an additional \$10,000 for contracted recycling services.
  - Funding for an additional part time seasonal cart roll back employee with a total job value of \$17,811
  - A new equipment operator 1 position to be funded beginning May 1, 2019. The total job value for Fiscal Year 2018-2019 is \$8,739. The total job value for an entire fiscal year is \$60,977.
  - New debt for a replacement residential truck at \$293,000, financed over 5 years at 5%. The first debt payment in advance of \$63,793 will be offset by \$20,000 from sanitation facility fees accumulated in the Capital Reserve Fund.
  - Replacement of a four wheel drive pickup truck is recommended at \$35,000, financed over three years at 4% resulting in a new debt payment of \$11,781.

# Public Works – Budget Highlights

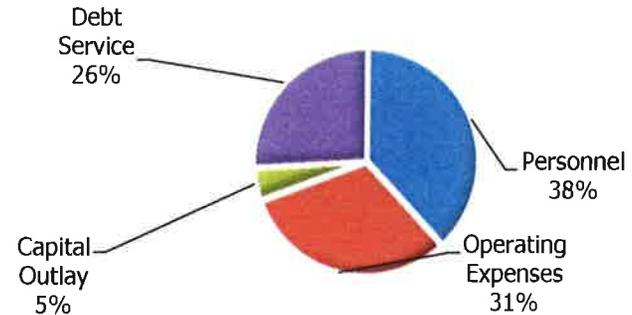
## Expenditures by Function

		FY 2017-2018 <u>Adopted</u>	FY 2018-2019 <u>Adopted</u>	Percent <u>Change</u>
Personnel Services	\$	1,823,924	\$ 1,899,070	4.12%
Operating Expenses	\$	1,331,027	\$ 1,554,619	16.80%
Capital Outlay	\$	152,250	\$ 237,000	55.67%
Debt Service	\$	1,408,552	\$ 1,289,318	-8.47%
<b>Total</b>	\$	<b>4,715,753</b>	<b>\$ 4,980,007</b>	<b>5.60%</b>

## Fiscal Year 2018-2019 Adopted Expenditures and Expenditure History



## Fiscal Year 2018-2019 Adopted Expenditures by Function



**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2018-2019**

**Department:** *Public Works Administration*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 167,159	\$ 167,159	\$ 185,487	\$ 181,855	\$ 192,971	\$ 191,381	\$ 186,605	\$ 290,536
SALARIES - LONGEVITY PAY	7,664	7,664	11,339	11,116	-	-	-	-
FICA TAX	13,374	13,374	15,057	14,762	14,762	13,755	13,412	20,926
GROUP HEALTH INSURANCE	43,018	43,018	44,345	42,377	42,377	42,494	39,933	52,843
RETIREEES GROUP HEALTH INSUR	-	-	-	-	-	-	-	1,115
RETIREMENT	13,527	13,527	14,977	14,568	14,568	14,387	13,640	19,525
401 K	3,491	3,491	3,931	3,854	3,854	3,300	3,184	5,288
<b>Subtotal Personnel Services</b>	<b>\$ 248,233</b>	<b>\$ 248,233</b>	<b>\$ 275,136</b>	<b>\$ 268,532</b>	<b>\$ 268,532</b>	<b>\$ 265,317</b>	<b>\$ 256,774</b>	<b>\$ 390,233</b>
<b>OPERATIONS</b>								
TRAINING	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 194	\$ -	\$ 1,836
BUILDING/EQUIPMENT RENTAL	1,700	1,700	1,300	1,300	1,300	1,949	1,311	1,282
TELEPHONE	1,890	1,890	1,890	1,890	1,890	1,724	1,687	1,731
TELEPHONE - CELL PHONE STIPEND	585	585	585	585	585	585	585	1,560
POSTAGE	300	300	300	300	300	-	56	287
ADVERTISING	300	300	300	300	300	-	-	393
FUEL COSTS	3,500	3,500	3,500	3,500	3,500	1,927	2,300	2,690
DEPARTMENT SUPPLIES	6,200	6,200	5,200	5,200	5,200	5,200	4,722	4,858
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	-	370
MAINT/REPAIR EQUIPMENT	-	-	-	-	-	-	-	76
VEHICLE MAINTENANCE	1,000	1,000	1,000	1,000	1,000	421	2,887	925
UNIFORMS	520	520	520	520	520	324	795	215
PROFESSIONAL FEES	625	625	625	625	625	-	-	764
CONTRACTED SERVICES	3,335	3,335	3,335	3,178	3,178	4,237	3,077	5,591
PURCHASES FOR RESALE	85,000	85,000	90,750	90,750	101,913	101,913	107,651	50,886
DUES AND SUBSCRIPTIONS	1,020	1,020	875	850	850	850	2,691	1,709
<b>Subtotal Operations</b>	<b>\$ 108,475</b>	<b>\$ 108,475</b>	<b>\$ 112,680</b>	<b>\$ 112,498</b>	<b>\$ 123,661</b>	<b>\$ 119,324</b>	<b>\$ 127,762</b>	<b>\$ 75,173</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (65,312)	\$ (65,312)	\$ (55,493)	\$ (55,280)
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY OTHER	\$ 26,000	\$ 26,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -
CAPITAL OUTLAY EQUIPMENT	-	-	-	-	-	-	32,609	-
<b>Subtotal Capital Outlay</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 32,609</b>	<b>\$ -</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2018-2019**

Department: *Public Works Administration*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 7,855	\$ 7,855	\$ 7,855	\$ 7,739	\$ 7,739	\$ 7,739	\$ 8,092	\$ -
L/P INTEREST	237	237	237	353	353	353	-	-
<b>Subtotal Debt Service</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ 8,092</b>	<b>\$ -</b>
<b>TOTALS</b>	<b>\$ 390,800</b>	<b>\$ 390,800</b>	<b>\$ 395,908</b>	<b>\$ 439,122</b>	<b>\$ 384,973</b>	<b>\$ 377,421</b>	<b>\$ 369,744</b>	<b>\$ 410,126</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Public Works-Administration**

Description of Capital Items	Manager's Recommended 2018-2019	Adopted 2018-2019	Financial Plan 2018-2019
<i>Capital Outlay Other</i>			
1. Fuel system	\$ 21,000	\$ 21,000	\$ -
2. Inventory system	5,000	5,000	-
<b><i>Total Capital Outlay Other</i></b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ -</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Department:** *Public Works Facilities Maintenance*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 457,385	\$ 457,385	\$ 460,160	\$ 416,769	\$ 432,806	\$ 413,725	\$ 425,343	\$ 406,274
SALARIES - LONGEVITY PAY	12,572	12,572	13,093	12,347	-	-	-	-
SALARIES/WAGES - PARTTIME	17,640	17,640	16,800	16,800	16,800	4,393	10,711	8,020
OVERTIME PAY	1,800	1,800	1,800	1,800	-	-	-	-
HOLIDAY PAY	1,890	1,890	1,890	1,890	-	-	-	-
FICA TAX	37,583	37,583	37,771	34,395	34,395	31,058	32,354	30,601
GROUP HEALTH INSURANCE	125,667	125,667	129,313	104,855	104,855	104,720	105,074	102,747
RETIREEES GROUP HEALTH INSUR	-	-	-	12,358	12,358	12,358	12,627	12,260
RETIREMENT	36,529	36,529	36,168	32,554	32,554	31,168	31,068	27,341
401 K	9,427	9,427	9,493	8,612	8,612	6,809	7,604	7,255
<b>Subtotal Personnel Services</b>	<b>\$ 700,493</b>	<b>\$ 700,493</b>	<b>\$ 706,488</b>	<b>\$ 642,380</b>	<b>\$ 642,380</b>	<b>\$ 604,231</b>	<b>\$ 624,781</b>	<b>\$ 594,499</b>
<b>OPERATIONS</b>								
TRAINING	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 2,311	\$ 1,565	\$ 683
TELEPHONE - CELL PHONE STIPEND	3,120	3,120	3,120	2,820	2,820	2,523	2,903	2,753
UTILITIES	195,000	195,000	195,000	195,000	195,000	186,890	178,177	183,668
FUEL COSTS	21,000	21,000	23,500	23,500	23,000	13,926	15,833	16,002
DEPARTMENT SUPPLIES	30,280	30,280	23,780	24,780	24,780	22,500	20,739	23,136
OTHER SUPPLIES	20,750	20,750	20,750	20,750	20,750	17,500	15,591	18,009
MAINT/REPAIR BUILDINGS	95,590	95,590	99,590	100,590	142,027	142,027	92,148	80,977
MAINT/REPAIR EQUIPMENT	40,000	40,000	40,000	40,000	40,000	35,000	33,140	36,674
VEHICLE MAINTENANCE	13,280	13,280	13,280	13,280	13,280	10,000	10,074	8,533
MAINT/REPAIR OTHER	36,105	36,105	36,105	38,605	54,561	50,000	16,292	38,550
MAINT/REPAIR OTHER PARKS/PATHS	25,000	25,000	25,000	25,000	25,000	23,460	22,785	-
UNIFORMS	5,000	5,000	5,000	5,000	5,000	3,792	2,638	3,986
PROFESSIONAL FEES	5,175	5,175	5,175	5,175	5,675	5,675	240	10,387
SIGNS	22,000	22,000	22,000	22,000	22,000	16,553	14,983	6,838
SPECIAL PROJECTS SAND FENCING	24,000	24,000	24,000	24,000	24,000	24,000	48,000	24,000
CONTRACTED SERVICES	47,659	47,659	47,659	79,751	79,835	79,835	36,175	44,821
DUES AND SUBSCRIPTIONS	50	50	50	50	50	50	50	50
DOWDY PARK	36,500	374,642	21,500	114,020	617,242	617,242	1,610,776	1,323,500
<b>Subtotal Operations</b>	<b>\$ 624,709</b>	<b>\$ 962,851</b>	<b>\$ 609,709</b>	<b>\$ 738,521</b>	<b>\$ 1,299,220</b>	<b>\$ 1,253,284</b>	<b>\$ 2,122,109</b>	<b>\$ 1,822,566</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (161,080)	\$ (161,080)	\$ (136,864)	\$ (152,731)

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

Department: *Public Works Facilities Maintenance*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b><i>CAPITAL OUTLAY</i></b>								
CAPITAL OUTLAY LAND	\$ -	\$ -	\$ -	\$ -	\$ 24,986	\$ 24,986	\$ 2,022	\$ 52,949
CAPITAL OUTLAY BUILDINGS	-	-	-	1,250	461,250	461,250	99,488	90,000
CAPITAL OUTLAY OTHER	105,000	105,000	136,500	-	42,200	42,200	166,328	60,000
CAPITAL OUTLAY EQUIPMENT	-	-	-	5,000	261,362	261,362	27,877	57,565
CAPITAL OUTLAY VEHICLE	-	-	1,000	3,000	3,000	3,000	-	-
<b><i>Subtotal Capital Outlay</i></b>	<b>\$ 105,000</b>	<b>\$ 105,000</b>	<b>\$ 137,500</b>	<b>\$ 9,250</b>	<b>\$ 792,798</b>	<b>\$ 792,798</b>	<b>\$ 295,715</b>	<b>\$ 260,514</b>
<b><i>DEBT SERVICE</i></b>								
L/P PRINCIPAL	\$ 232,835	\$ 201,169	\$ 179,138	\$ 321,925	\$ 325,925	\$ 325,925	\$ 248,408	\$ 248,363
L/P INTEREST	10,876	10,876	23,848	3,887	3,887	3,887	7,690	11,421
<b><i>Subtotal Debt Service</i></b>	<b>\$ 243,711</b>	<b>\$ 212,045</b>	<b>\$ 202,986</b>	<b>\$ 325,812</b>	<b>\$ 329,812</b>	<b>\$ 329,812</b>	<b>\$ 256,098</b>	<b>\$ 259,784</b>
<b>TOTAL</b>	<b>\$ 1,673,913</b>	<b>\$ 1,980,389</b>	<b>\$ 1,656,683</b>	<b>\$ 1,715,963</b>	<b>\$ 2,903,130</b>	<b>\$ 2,819,045</b>	<b>\$ 3,161,839</b>	<b>\$ 2,784,631</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Public Works-Facilities Maintenance**

Description of Capital Items	Manager's Recommended 2018-2019	Adopted 2018-2019	Financial Plan 2018-2019
<b><i>Dowdy Park</i></b>			
1. Dowdy Park storage building - recreation facility fees	\$ 21,500	\$ 21,500	\$ 21,500
2. Dowdy Park Lighting/Deck III design - recreation facility fees	15,000	15,000	-
3. Dowdy Park Phase II	-	338,142	-
<b><i>Total Dowdy Park</i></b>	<b>\$ 36,500</b>	<b>\$ 374,642</b>	<b>\$ 21,500</b>
<b><i>Capital Outlay Other</i></b>			
1. Islington Street public beach access parking	\$ -	\$ -	\$ 86,500
2. Jacob Street public beach access parking	105,000	105,000	-
2. Town Park equipment replacement	-	-	50,000
<b><i>Total Capital Outlay Other</i></b>	<b>\$ 105,000</b>	<b>\$ 105,000</b>	<b>\$ 136,500</b>
<b><i>New Lease Payments</i></b>			
1. Dowdy Park Lighting/Deck III at a cost of \$200,000	\$ 33,333	\$ -	\$ 29,000
2. Motor grader at a cost of \$170,000**	37,396	37,396	-
4. Pickup at a cost of \$30,000*	-	-	7,969
5. Tractor at a cost of \$75,000*	25,987	25,987	19,403
2. Town Park equipment replacement	8,333	10,000	-
<b><i>Total New Lease Payments</i></b>	<b>\$ 105,049</b>	<b>\$ 73,383</b>	<b>\$ 56,372</b>
<b><i>Capital Outlay Vehicle</i></b>			
1. Excise tax on new vehicles	\$ -	\$ -	\$ 1,000
<b><i>Total Capital Outlay Vehicle</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>

\* surplus 2009 Ford F-150 4x4 pickup  
surplus 2006 New Holland tractor

\*\* new addition to fleet

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2018-2019**

Department: *Public Works Garage*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 193,370	\$ 193,370	\$ 194,719	\$ 190,919	\$ 199,011	\$ 197,805	\$ 191,673	\$ 183,861
SALARIES - LONGEVITY PAY	7,002	7,002	7,193	6,562	-	-	-	-
OVERTIME PAY	800	800	800	800	-	-	-	-
HOLIDAY PAY	730	730	730	730	-	-	-	-
FICA TAX	15,445	15,445	15,563	15,224	15,224	14,345	13,920	13,252
GROUP HEALTH INSURANCE	46,351	46,351	54,916	52,482	52,482	52,202	49,011	47,663
RETIREEES GROUP HEALTH INSUR	-	-	-	-	-	-	-	2,229
RETIREMENT	15,578	15,578	15,434	14,977	14,977	14,912	14,001	12,378
401 K	4,020	4,020	4,051	3,962	3,962	3,485	3,381	2,633
<b>Subtotal Personnel Services</b>	<b>\$ 283,296</b>	<b>\$ 283,296</b>	<b>\$ 293,406</b>	<b>\$ 285,656</b>	<b>\$ 285,656</b>	<b>\$ 282,749</b>	<b>\$ 271,986</b>	<b>\$ 262,017</b>
<b>OPERATIONS</b>								
TRAINING	\$ 3,695	\$ 3,695	\$ 3,695	\$ 3,695	\$ 3,695	\$ 93	\$ 70	\$ 339
FUEL COSTS	750	750	750	750	750	750	1,851	653
DEPARTMENT SUPPLIES	14,150	14,150	14,150	14,150	14,150	14,150	12,984	13,658
OTHER SUPPLIES	10,000	10,000	10,000	14,349	14,349	14,349	8,152	10,122
MAINT/REPAIR EQUIPMENT	4,890	4,890	4,890	4,890	4,890	2,000	1,824	822
VEHICLE MAINTENANCE	1,850	1,850	1,850	1,850	1,850	1,500	2,223	291
UNIFORMS	2,000	2,000	2,000	2,000	2,000	1,750	1,614	1,503
PROFESSIONAL FEES	900	900	900	900	900	200	-	120
CONTRACTED SERVICES	2,725	2,725	2,725	2,725	2,725	2,725	2,047	1,741
<b>Subtotal Operations</b>	<b>\$ 40,960</b>	<b>\$ 40,960</b>	<b>\$ 40,960</b>	<b>\$ 45,309</b>	<b>\$ 45,309</b>	<b>\$ 37,517</b>	<b>\$ 30,765</b>	<b>\$ 29,250</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (43,010)	\$ (43,010)	\$ (36,544)	\$ (34,152)
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY EQUIPMENT	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	\$ -	\$ -	\$ 73,527	\$ -
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 17,712	\$ 17,712	\$ 17,712	\$ 17,450	\$ 17,450	\$ 17,450	\$ 18,247	\$ -
L/P INTEREST	535	535	535	797	797	797	-	-
<b>Subtotal Debt Service</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 349,503</b>	<b>\$ 349,503</b>	<b>\$ 359,613</b>	<b>\$ 349,212</b>	<b>\$ 306,202</b>	<b>\$ 295,503</b>	<b>\$ 357,981</b>	<b>\$ 257,114</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Public Works-Maintenance Garage**

Description of Capital Items	<b>Manager's Recommended 2018-2019</b>	<b>Adopted 2018-2019</b>	<b>Financial Plan 2018-2019</b>
<i>Capital Outlay Equipment</i>			
1. Air compressor	\$ 7,000	\$ 7,000	\$ 7,000
<b><i>Total Capital Outlay Equipment</i></b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2018-2019**

**Department:** *Public Works State Street Aid (Powell Bill)*

<b>Account Description</b>	<b>Manager's Recommended 2018-2019</b>	<b>Adopted Budget 2018-2019</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2017-2018</b>	<b>Adjusted Budget 2017-2018</b>	<b>Estimated Actual Expenditures 2017-2018</b>	<b>Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>
<b><i>OPERATIONS</i></b>								
STREET SUPPLIES	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 10,396	\$ 12,603
<b><i>CAPITAL OUTLAY</i></b>								
CAPITAL OUTLAY OTHER	\$ 95,000	\$ 95,000	\$ 147,500	\$ 90,000	\$ 90,000	\$ 90,000	\$ 76,825	\$ 152,356
<b>TOTAL</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 177,500</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 87,221</b>	<b>\$ 164,959</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Public Works- State Street Aid (Powell Bill)**

Description of Capital Items	Manager's Recommended 2018-2019	Adopted 2018-2019	Financial Plan 2018-2019
<i>Capital Outlay Other</i>			
1. Satterfield Landing Road	\$ 95,000	\$ 95,000	\$ 57,500
2. W. Bridge, Old Cove, S. Pamlico Ave, S. Pamlico Way	-	-	90,000
<b>Total Capital Outlay Other</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>	<b>\$ 147,500</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2018-2019**

Department: *Public Works Sanitation*

Account Description	Manager's Recommended 2018-2019	Adopted Budget 2018-2019	Financial Plan 2018-2019	Adopted Budget 2017-2018	Adjusted Budget 2017-2018	Estimated Actual Expenditures 2017-2018	Actual Expenditures 2016-2017	Actual Expenditures 2015-2016
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 396,894	\$ 396,894	\$ 413,615	\$ 372,214	\$ 401,145	\$ 393,731	\$ 380,569	\$ 338,921
SALARIES - LONGEVITY PAY	10,860	10,860	10,857	10,173	-	-	-	-
SALARIES/WAGES - PARTTIME	45,500	45,500	27,768	27,768	27,768	24,037	-	24,772
OVERTIME PAY	6,000	6,000	6,000	6,000	-	-	-	-
HOLIDAY PAY	12,758	12,758	12,758	12,758	-	-	-	-
FICA TAX	35,134	35,134	36,031	32,812	32,812	29,843	27,396	25,882
GROUP HEALTH INSURANCE	119,799	119,799	152,870	127,487	127,487	110,173	95,458	92,942
RETIRES GROUP HEALTH INSUR	-	-	-	-	-	-	-	8,916
RETIREMENT	31,877	31,877	33,610	30,164	30,164	29,573	26,143	22,849
401 K	8,226	8,226	8,822	7,980	7,980	2,789	2,986	2,249
<b>Subtotal Personnel Services</b>	<b>\$ 667,048</b>	<b>\$ 667,048</b>	<b>\$ 702,331</b>	<b>\$ 627,356</b>	<b>\$ 627,356</b>	<b>\$ 590,146</b>	<b>\$ 532,552</b>	<b>\$ 516,531</b>
<b>OPERATIONS</b>								
TRAINING	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	\$ -	\$ -
TELEPHONE - CELL PHONE STIPEND	3,430	3,430	3,780	3,360	3,360	2,497	2,888	2,695
ADVERTISING	500	500	500	500	500	668	453	1,121
FUEL COSTS	91,000	91,000	90,000	90,000	90,000	61,558	66,288	63,192
DEPARTMENT SUPPLIES	30,314	30,314	29,750	24,750	25,605	13,610	11,159	19,510
MAINT/REPAIR EQUIPMENT	3,000	3,000	4,000	4,000	4,000	3,290	630	694
VEHICLE MAINTENANCE	163,395	163,395	163,395	161,395	161,395	110,474	107,611	100,951
UNIFORMS	4,500	4,500	4,500	4,500	4,500	3,638	4,071	3,928
CONTRACTED SERVICES	20,864	864	20,864	20,864	20,864	15,000	14,287	15,090
RECYCLE CARTS	-	-	-	-	-	-	5,591	194,310
PURCHASES FOR RESALE	-	-	-	-	-	-	(3,250)	13,932
RECYCLING	119,830	119,830	94,830	94,830	94,830	94,830	101,727	74,625
<b>Subtotal Operations</b>	<b>\$ 437,333</b>	<b>\$ 417,333</b>	<b>\$ 412,119</b>	<b>\$ 404,699</b>	<b>\$ 405,554</b>	<b>\$ 305,565</b>	<b>\$ 311,455</b>	<b>\$ 490,048</b>
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY VEHICLE	\$ 4,000	\$ 4,000	\$ 8,000	\$ 3,000	\$ 134,288	\$ 134,288	\$ 566,225	\$ 554,651
CAPITAL OUTLAY OTHER	-	-	-	-	15,309	15,309	-	-
<b>Subtotal Capital Outlay</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 8,000</b>	<b>\$ 3,000</b>	<b>\$ 149,597</b>	<b>\$ 149,597</b>	<b>\$ 566,225</b>	<b>\$ 554,651</b>
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 369,717	\$ 369,717	\$ 451,602	\$ 400,757	\$ 400,757	\$ 400,757	\$ 344,625	\$ 363,798
L/P INTEREST	11,532	11,532	15,143	14,644	14,644	14,644	14,384	7,107
<b>Subtotal Debt Service</b>	<b>\$ 381,249</b>	<b>\$ 381,249</b>	<b>\$ 466,745</b>	<b>\$ 415,401</b>	<b>\$ 415,401</b>	<b>\$ 415,401</b>	<b>\$ 359,009</b>	<b>\$ 370,905</b>
<b>TOTAL</b>	<b>\$ 1,489,630</b>	<b>\$ 1,469,630</b>	<b>\$ 1,589,195</b>	<b>\$ 1,450,456</b>	<b>\$ 1,597,908</b>	<b>\$ 1,460,709</b>	<b>\$ 1,769,241</b>	<b>\$ 1,932,136</b>

**Town of Nags Head  
Recommended Budget  
For the Fiscal Year 2018-2019**

**Public Works Sanitation**

Description of Capital Items	Manager's Recommended 2018-2019	Adopted 2018-2019	Financial Plan 2018-2019
<b><i>New Lease Payments</i></b>			
1. 4x4 Pickup at a cost of \$34,000*	\$ 11,781	\$ 11,781	\$ 10,048
2. Residential Truck at a cost of \$290,000 - \$20,000 sanitation facility fees*	63,793	63,793	-
3. Dump Truck at a cost of \$52,000	-	-	18,017
4. Commercial Truck at a cost of \$235,000	-	-	51,694
5. Freightliner at a cost of \$280,000	-	-	61,593
<b><i>Total New Lease Payments</i></b>	<b>\$ 75,574</b>	<b>\$ 75,574</b>	<b>\$ 141,352</b>
<b><i>Capital Outlay Vehicle</i></b>			
1. Excise tax on new vehicles	\$ 4,000	\$ 4,000	\$ 8,000
<b><i>Total Capital Outlay Vehicle</i></b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 8,000</b>

\* surplus 2008 Ford F-150 4x4 pickup  
surplus 2007 Freightliner-Condor

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2018-2019**

**Department:** *Solid Waste Disposal*

<b>Account Description</b>	<b>Manager's Recommended 2018-2019</b>	<b>Adopted Budget 2018-2019</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2017-2018</b>	<b>Adjusted Budget 2017-2018</b>	<b>Estimated Actual Expenditures 2017-2018</b>	<b>Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>
<b><i>OPERATIONS</i></b>								
TIPPING FEES	\$ 669,685	\$ 669,685	\$ 641,000	\$ 641,000	\$ 641,000	\$ 661,000	\$ 683,858	\$ 631,228
<b>TOTAL</b>	<b>\$ 669,685</b>	<b>\$ 669,685</b>	<b>\$ 641,000</b>	<b>\$ 641,000</b>	<b>\$ 641,000</b>	<b>\$ 661,000</b>	<b>\$ 683,858</b>	<b>\$ 631,228</b>