Town of Nags Head
Recommended Budget
Water Fund Revenues and Expenditures Summary
For the Fiscal Year 2019-2020

Description	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual 2018-2019	Actual 2017-2018	Actual 2016-2017
REVENUES								
Operating Revenues	$ 3,367,102	$ 3,367,102	$ 3,367,102	$ 2,889,973	$ 2,939,973	$ 2,850,953	$ 2,841,827	$ 2,637,691
Restricted Intergovernmental	43,340	43,340	-	40,000	-	-	-	-
Investment Earnings	106,250	106,250	106,250	81,250	81,250	71,250	66,126	49,588
Other Revenue	1,000	1,000	1,500	1,000	1,000	1,300	2,951	4,440
Other Finance Sources	715,933	701,383	466,531	660,132	870,340	73,756	29,776	73,149
TOTAL	**$4,233,625**	**$4,219,075**	**$3,941,383**	**$3,672,355**	**$3,892,563**	**$2,997,259**	**$2,940,680**	**$2,764,868**
EXPENDITURES								
Interfund	$ 805,718	$ 805,718	$ 805,718	$ 695,422	$ 100,000	$ 35,000	$ -	$ -
Water Administration	275,498	275,498	287,502	248,468	340,318	319,241	270,693	254,091
Septic Health Initiative	172,473	172,473	174,264	170,492	431,169	418,185	247,181	213,894
Water Operations	1,564,148	1,555,998	1,889,608	1,845,800	2,181,471	1,986,309	1,788,593	1,757,907
Water Distribution	1,415,788	1,409,388	784,291	712,173	839,605	714,352	773,079	770,900
TOTAL	**$4,233,625**	**$4,219,075**	**$3,941,383**	**$3,672,355**	**$3,892,563**	**$3,473,087**	**$3,079,546**	**$2,996,792**

Town of Nags Head
Recommended Budget
Water Fund Revenues-Requested
For the Fiscal Year 2019-2020

Account Description	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Revenues 2017-2018	Actual Revenues 2017-2018	Actual Revenues 2016-2017
OPERATING REVENUES							
POND ISLAND SPECIAL ASSESSMENT INTEREST	$ 50	$ 50	$ 150	$ 150	$ 53	$ 177	$ 184
WATER UTILITY SALES	3,300,552	3,300,552	2,865,823	2,865,823	2,805,900	2,665,229	2,546,146
ADJUSTMENTS TO WATER SALES	(40,000)	(40,000)	(30,000)	(30,000)	(30,000)	(34,314)	(58,625)
CUSTOMER SERVICE ADJUSTMENTS	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	371	(1,828)
10% LATE PAYMENT PENALTY	30,000	30,000	30,000	30,000	30,000	28,536	25,706
SYSTEM DEVELOPMENT FEES	50,000	50,000	-	50,000	20,000	141,000	100,500
AMMONS DARE FEES	-	-	-	-	-	4,000	4,000
TAPS AND CONNECTION FEES	22,500	22,500	20,000	20,000	22,000	31,728	14,508
TAG CUTOFF FEES	5,000	5,000	5,000	5,000	4,000	5,100	7,100
Subtotal Operating Revenues	**$ 3,367,102**	**$ 3,367,102**	**$ 2,889,973**	**$ 2,939,973**	**$ 2,850,953**	**$ 2,841,827**	**$ 2,637,691**
RESTRICTED INTERGOVERNMENTAL							
GRANTS	**$ 43,340**	**$ -**	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**
INVESTMENT EARNINGS							
SEPTIC LOAN PRINCIPAL PAID	$ 60,000	$ 60,000	$ 35,000	$ 35,000	$ 35,000	$ 44,117	$ 28,503
INTEREST ON CASH/INVESTMENTS	45,000	45,000	45,000	45,000	35,000	20,400	19,725
SEPTIC LOAN INTEREST PAID	1,250	1,250	1,250	1,250	1,250	1,609	1,360
Subtotal Investment Earnings	**$ 106,250**	**$ 106,250**	**$ 81,250**	**$ 81,250**	**$ 71,250**	**$ 66,126**	**$ 49,588**
OTHER REVENUE							
MISCELLANEOUS REVENUES	$ 1,000	$ 1,500	$ 1,000	$ 1,000	$ 1,300	$ 2,951	$ 4,440
Subtotal Other Revenue	**$ 1,000**	**$ 1,500**	**$ 1,000**	**$ 1,000**	**$ 1,300**	**$ 2,951**	**$ 4,440**
OTHER FINANCE SOURCES							
PROCEEDS FROM LOAN	$ -	$ -	$ -	$ -	$ -	$ 29,776	$ 73,099
CONTRIBUTION FROM GENERAL FUND	76,886	76,886	73,756	73,756	73,756	-	-
CONTRIBUTION FROM WATER CAPITAL RESERVE	-	40,000	-	-	-	-	-
REFUNDS OF PRIOR YEAR EXPENSES	-	-	-	-	-	-	50
APPROPRIATED RETAINED EARNINGS	624,497	349,645	586,376	796,584	-	-	-
Subtotal Other Finance Sources	**$ 701,383**	**$ 466,531**	**$ 660,132**	**$ 870,340**	**$ 73,756**	**$ 29,776**	**$ 73,149**
TOTAL	**$ 4,219,075**	**$ 3,941,383**	**$ 3,672,355**	**$ 3,892,563**	**$ 2,997,259**	**$ 2,940,680**	**$ 2,764,868**

Town of Nags Head
Recommended Budget
Water Fund Expenditures by Account
For the Fiscal Year 2019-2020

Account Description	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
PERSONNEL SERVICES								
SALARIES/WAGES - REGULAR	606,657	606,657	627,637	541,422	568,279	519,319	544,269	526,884
SALARIES - LONGEVITY PAY	14,936	14,936	15,481	17,377	-	-	-	-
OVERTIME PAY	2,000	2,000	2,000	2,900	-	-	-	-
HOLIDAY PAY	7,100	7,100	7,100	7,100	-	-	-	-
FICA TAX	48,248	48,248	49,895	43,512	43,741	37,105	38,308	37,233
GROUP HEALTH INSURANCE	177,069	177,069	184,462	145,923	145,923	147,951	158,138	143,309
RETIREES GROUP HEALTH INSUR	25,164	25,164	15,077	28,148	28,148	28,773	26,912	25,254
RETIREMENT	56,686	56,686	66,021	43,933	44,165	40,358	41,044	38,550
401 K	12,583	12,583	13,016	11,338	11,397	8,369	8,459	7,713
Subtotal Personnel Services	***$ 950,443***	***$ 950,443***	***$ 980,689***	***$ 841,653***	***$ 841,653***	***$ 781,874***	***$ 817,130***	***$ 778,943***
OPERATIONS								
TRAINING	13,190	13,190	11,745	11,420	11,420	3,339	5,828	6,624
BUILDING/EQUIPMENT RENTAL	2,552	2,552	2,552	1,024	1,024	699	976	1,032
TELEPHONE	5,513	5,513	5,513	9,738	9,738	5,669	6,230	5,321
TELEPHONE - CELL PHONE STIPEND	2,220	2,220	2,220	2,025	2,025	1,352	1,339	1,593
UTILITIES	47,710	47,710	51,530	47,000	47,000	49,920	47,806	47,630
POSTAGE	22,450	22,450	22,450	22,450	22,450	10,280	12,896	14,095
ADVERTISING	3,260	3,260	3,460	3,595	3,595	860	928	3,019
PRINTING	5,825	5,825	5,825	5,825	5,825	835	3,568	4,335
FUEL COSTS	18,500	18,500	18,500	16,400	16,400	12,773	14,070	11,632
STREET SUPPLIES	2,880	2,880	2,880	2,800	2,800	1,779	-	-
DEPARTMENT SUPPLIES	56,784	56,784	57,284	56,640	56,640	50,289	43,582	39,792
OTHER SUPPLIES	29,615	29,615	30,615	27,850	27,850	23,364	24,472	19,172
OTHER SUPPLIES - COMPUTER	2,150	-	-	1,000	1,000	-	-	-
MAINT/REPAIR BUILDINGS	8,000	2,000	2,000	2,000	2,000	-	1,265	610
MAINT/REPAIR EQUIPMENT	32,440	32,440	32,440	306,850	306,850	164,470	63,746	31,030
VEHICLE MAINTENANCE	7,150	7,150	7,150	7,150	7,150	2,670	3,054	3,694
VEHICLE REPAIRS	-	-	-	1,000	1,000	-	-	-
MAINT/REPAIR OTHER	39,200	32,800	37,300	38,800	38,800	6,158	24,297	38,666
UNIFORMS	5,400	5,400	5,400	4,500	5,113	4,547	3,675	3,245
PROFESSIONAL FEES	27,270	27,270	27,820	26,870	22,250	13,867	11,899	15,969
PROF. FEES H2O QUALITY TESTING	43,300	43,300	43,300	43,300	43,300	43,300	43,539	43,224
CONTRACTED SERVICES	64,153	64,153	49,933	69,655	74,275	45,074	30,987	24,032
PURCHASES FOR RESALE	888,745	888,745	933,182	872,726	872,726	850,000	831,799	828,857
INSPECTION REBATE	10,000	10,000	10,000	10,000	10,000	10,000	9,950	9,075
PUMPING CREDIT FOR H2O USAGE	2,000	2,000	2,000	2,000	2,000	2,080	1,770	2,220
BAD DEBT EXPENSE	5,000	5,000	5,000	5,000	5,000	-	-	-
DUES AND SUBSCRIPTIONS	4,803	4,803	4,803	4,728	4,728	4,940	3,860	3,681
INSURANCE	60,000	60,000	60,000	60,000	60,000	60,000	50,984	48,456
Subtotal Operations	***$ 1,410,110***	***$ 1,395,560***	***$ 1,434,902***	***$ 1,662,346***	***$ 1,662,959***	***$ 1,368,264***	***$ 1,242,520***	***$ 1,207,004***

Town of Nags Head
Recommended Budget
Water Fund Expenditures by Account
For the Fiscal Year 2019-2020

Account Description	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
COST REIMBURSEMENT								
COST REIMBURSEMENT	-	-	-	-	645,422	645,422	655,357	556,830
Subtotal Cost Reimbursement	$ -	$ -	$ -	$ -	$ ***645,422***	$ ***645,422***	$ ***655,357***	$ ***556,830***
CAPITAL OUTLAY								
CAPITAL OUTLAY BUILDINGS	-	-	315,618	-	-	-	-	36,531
CAPITAL OUTLAY OTHER	-	-	-	-	150,000	150,000	-	168,647
CAPITAL OUTLAY EQUIPMENT	58,340	58,340	-	82,400	97,375	97,375	-	49,851
CAPITAL OUTLAY INFRASTRUCTURE	912,303	912,303	300,000	225,000	229,620	229,620	141,380	-
CAPITAL OUTLAY VEHICLE	1,000	1,000	2,000	-	-	-	30,670	-
Subtotal Capital Outlay	$ ***971,643***	$ ***971,643***	$ ***617,618***	$ ***307,400***	$ ***476,995***	$ ***476,995***	$ ***172,050***	$ ***255,029***
DEBT SERVICE								
L/P PRINCIPAL	45,054	45,054	49,745	112,289	112,289	112,412	144,228	134,702
L/P INTEREST	657	657	2,711	3,245	3,245	3,120	5,166	6,604
SEPTIC LOAN PROGRAM	50,000	50,000	50,000	50,000	50,000	50,000	43,095	57,680
Subtotal Debt Service	$ ***95,711***	$ ***95,711***	$ ***102,456***	$ ***165,534***	$ ***165,534***	$ ***165,532***	$ ***192,489***	$ ***198,986***
INTERFUND								
CONTRIB. TO WATER CAP RESERVE FUND	50,000	50,000	50,000	-	50,000	35,000	-	-
CONTRIB. TO GENERAL FUND	705,718	705,718	705,718	645,422	-	-	-	-
CONTINGENCY	50,000	50,000	50,000	50,000	50,000	-	-	-
Subtotal Interfund	$ ***805,718***	$ ***805,718***	$ ***805,718***	$ ***695,422***	$ ***100,000***	$ ***35,000***	$ -	$ -
Total	**$ 4,233,625**	**$ 4,219,075**	**$ 3,941,383**	**$ 3,672,355**	**$ 3,892,563**	**$ 3,473,087**	**$ 3,079,546**	**$ 2,996,792**

Town of Nags Head
Recommended Budget
For the Fiscal Year 2019-2020

Water Fund Expenditures by Function	Departmental Requested 2019-2020	Manager's Recommended 2019-2020	Net Change Recommended	Financial Plan 2020-2021
PERSONNEL	$ 950,443	$ 950,443	0.00%	$ 980,689
OPERATIONS	1,410,110	1,395,560	-1.03%	1,434,902
CAPITAL OUTLAY	971,643	971,643	0.00%	617,618
DEBT SERVICE	95,711	95,711	0.00%	102,456
SUB-TOTAL	3,427,907	3,413,357	-0.42%	3,135,665
INTERFUND TRANSFERS	755,718	755,718	0.00%	755,718
CONTINGENCY	50,000	50,000	0.00%	50,000
TOTAL	**$ 4,233,625**	**$ 4,219,075**	**-0.34%**	**$ 3,941,383**

Water Fund Expenditures by Percentage	Departmental Requested 2019-2020	Percentage of Total	Manager's Recommended 2019-2020	Percentage of Total	Financial Plan 2020-2021	Percantage of Total
PERSONNEL	$ 950,443	22.45%	$ 950,443	22.53%	$ 980,689	24.88%
OPERATIONS	1,410,110	33.31%	1,395,560	33.08%	1,434,902	36.41%
CAPITAL OUTLAY	971,643	22.95%	971,643	23.03%	617,618	15.67%
DEBT SERVICE	95,711	2.26%	95,711	2.27%	102,456	2.60%
SUB-TOTAL	3,427,907	80.97%	3,413,357	80.90%	3,135,665	79.56%
INTERFUND TRANSFERS	755,718	17.85%	755,718	17.91%	755,718	19.17%
CONTINGENCY	50,000	1.18%	50,000	1.19%	50,000	1.27%
TOTAL	**$ 4,233,625**	**100.00%**	**$ 4,219,075**	**100.00%**	**$ 3,941,383**	**100.00%**

Town of Nags Head
Recommended Budget
Debt Schedule (Projected Lease Payments)
For the Fiscal Year 2019-2020

Description	Replace Year	Estimated Cost	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	FY 2025 and Beyond
Water Fund									
Water Administration									
Utility Billing Software	16/17	$ 39,925	$ 8,241	$ 8,241	$ 8,241	$ -	$ -	$ -	$ -
Fuel tank conversion****	**19/20**	40,000	-	6,667	8,333	8,000	7,667	7,333	7,000
		$ 79,925	**$ 8,241**	**$ 14,908**	**$ 16,574**	**$ 8,000**	**$ 7,667**	**$ 7,333**	**$ 7,000**
Water Operations:									
Water Tower	06/07	$ 950,688	$ 88,617	$ -	$ -	$ -	$ -		$ -
Pickup	20/21	32,559	-	-	11,281	11,281	11,281		-
1 Million Gallon Treatment Train*****	23/24	4,000,000	-	-	-	-	-	266,667	5,133,333
		$ 5,012,247	**$ 88,617**	**$ -**	**$ 11,281**	**$ 11,281**	**$ 11,281**	**$ 266,667**	**$ 5,133,333**
Water Distribution:									
Excavator	16/17	$ 33,174	$ 8,480	$ 8,480	$ -	$ -	$ -	$ -	$ -
Pickup	17/18	29,776	10,196	10,196	-	-	-	-	-
4x4 Pickup	**19/20**	35,000		12,127	12,127	12,127	-	-	-
4x4 Pickup	20/21	36,000	-	-	12,474	12,474	12,474	-	-
Gull Street pump station improvements***	22/23	1,489,200	-	-	-	-	148,920	215,934	1,459,416
		$ 1,623,150	**$ 18,676**	**$ 30,803**	**$ 24,601**	**$ 24,601**	**$ 161,394**	**$ 215,934**	**$ 1,459,416**
Septic Health:									
SUV	21/22	30,000	-	-	-	10,395	10,395	10,395	-
		$ 30,000	**$ -**	**$ -**	**$ -**	**$ 10,395**	**$ 10,395**	**$ 10,395**	**$ -**
Total Water Fund Lease Payments			**$ 115,534**	**$ 45,711**	**$ 52,456**	**$ 54,277**	**$ 190,737**	**$ 500,329**	**$ 6,599,749**

Replacement costs are estimates
Estimated interest rate of 4%, 3 year payment in advance
Estimated interest rate of 5% for:
*****ten years****six years*****fifteen years**

Possible cash down payment on some lessening future year lease payments

Town of Nags Head
Recommended Budget
CIP Schedule with Projected Lease Payments
For the Fiscal Year 2019-2020

Description	Fiscal Year	Cash Cost	Cash and Financing Payment Schedule FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025 And Beyond
Water Fund								
Water Administration:								
Fuel tank conversion****	19/20	$ 40,000	$ 6,667	$ 8,333	$ 8,000	$ 7,667	$ 7,333	$ 7,000
Water Operations:								
Mobile 6 inch dry prime pump	2020	$ 43,340	$ 43,340	$ -	$ -	$ -	$ -	$ -
Eighth Street water tower rehabilitation	2021	315,618	-	315,618	-	-	-	-
South Nags Head water tower rehabilitation	2024	315,618	-	-	-	-	315,618	-
Liquid chlorine conversion	2024	129,600	-	-	-	-	129,600	-
1 million gallon treatment train*****	2024	4,001,250	-	-	-	-	267,917	5,133,333
		$ 4,805,426	$ 43,340	$ 315,618	$ -	$ -	$ 713,135	$ 5,133,333
Water Distribution:								
Barnes Street asbestos cement pipe replacement	2020	$ 235,000	$ 235,000	$ -	$ -	$ -	$ -	$ -
Deering Street to Soundside Road line extension	2020	216,576	216,576	-	-	-	-	-
Soundside Road to Hollowell Street line extension	2020	460,727	460,727	-	-	-	-	-
Asbestos cement pipe water main replacements	2021	1,500,000	-	300,000	300,000	300,000	300,000	300,000
Gull Street pump station improvements***	2023	1,490,450	-	-	-	150,170	215,934	1,459,416
Jpdate to water system master plan	2023	73,200	-	-	-	73,200	-	-
		$ 3,975,953	$ 912,303	$ 300,000	$ 300,000	$ 523,370	$ 515,934	$ 1,759,416
Total Water Fund Lease Payments and Capital Outlay			$ 962,310	$ 623,951	$ 308,000	$ 531,037	$ 1,236,402	$ 6,899,749

Replacement costs are estimates
Estimated interest rate of 4%, 3 year payment in advance
****ten years at 5%****six years at 5%*****fifteen years at 5%**
Possible cash down payment on some lessening future year lease payments

TOWN OF NAGS HEAD CAPITAL IMPROVEMENT PROGRAM REQUEST FISCAL YEARS 2019-2020 THROUGH 2028-2029
SUMMARY TABLE

Priority:	Project:	FY 2020	FY 2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	>FY2029	Funding
Short-Term	Mobile 6 inch dry prime pump	$43,340											Grant
	6" asbestos cement pipe water main replacement - Barnes Street beneath bypass road	$235,000											Reserve
	Deering Street to Soundside Road line extension	$216,576											Reserve
	Soundside Road to Hollowell line extension	$460,727											Reserve
	Fuel tank conversion	$6,667	$8,333	$8,000	$7,667	$7,333	$7,000						6-year loan
	Eighth Street elevated storage tank rehabilitation		$315,618										Reserve
	Miscellaneous asbestos cement pipe water main replacements		$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	Reserve
Intermediate	Gull Street pump station improvements				$150,170	$215,934	$208,488	$201,042	$193,596	$186,150	$178,704	$491,436	10-year loan
	South Nags Head tower elevated storage tank rehabilitation					$315,618					$315,618		Reserve
	Liquid chlorine conversion at Eighth Street and Gull Street pump stations					$129,600							Reserve
	Water system comprehensive plan update and system development fee study				$73,200					$80,520			Reserve
	Eighth Street elevated storage tank rehabilitation							$315,618					Reserve
Long-Term	1 million gallon treatment train												
	Totals:	$962,310	$623,951	$308,000	$531,037	$968,485	$515,488	$816,660	$493,596	$566,670	$794,322	$791,436	