

# WATER OPERATIONS

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## 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 complies 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.
- 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.
- Continually improve customer service and communications with the public, businesses, and other Town departments.

## OBJECTIVES AND PERFORMANCE INDICATORS

### **Objective - Improve water service through water quality enhancements.**

Performance Indicators -

- Monitor water quality from Oregon Inlet north and throughout distribution system.
- Continue monitoring and system operational adjustments to reduce total trihalomethanes (TTHM) concentration throughout the distribution system in order to meet the Stage 2 Disinfectants and Disinfection Byproducts Rule.
- Collect 10 lead and copper compliance samples June 1-September 30,2021
- Collect asbestos compliance sample January 2020 through December 2022

### **Objective - Perform scheduled system maintenance to maximize the life of critical system components.**

Performance Indicators -

- Inspect, repair and paint Eighth Street water tower

# WATER OPERATIONS

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## **Objective - Plan for future Water Operations capital needs.**

### Performance Indicators -

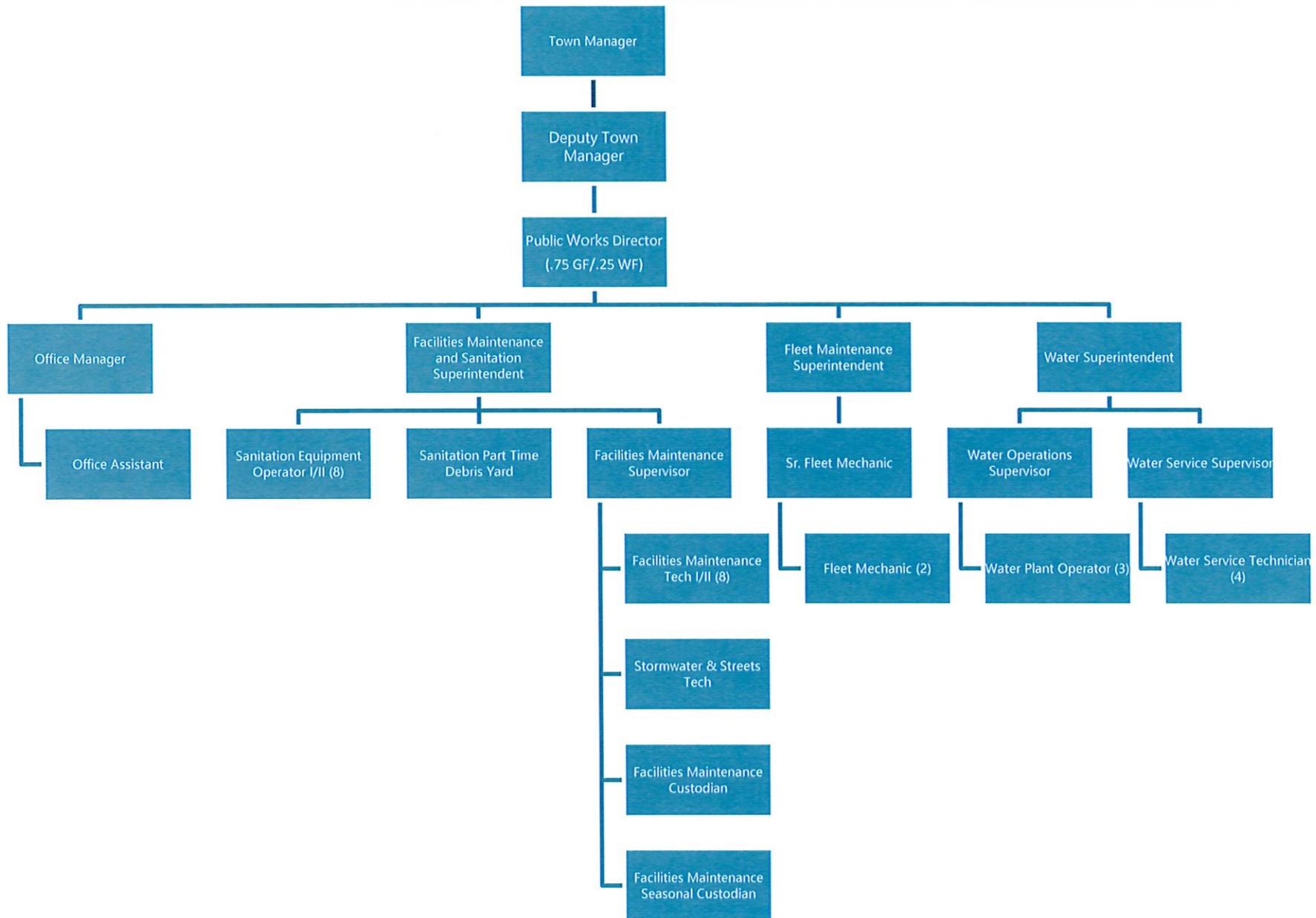
- Monitor proposed and established future water quality standard revisions.
- Determine how the Town can meet future revised standards.
- Review/identify water treatment methods to meet future water quality standards.
- Prepare Water Operations capital improvement plan to include any future treatment needs/modifications.

## **Objective - Reduce the department's carbon footprint.**

### Performance Indicators -

- Upgrade the lighting at the Eight Street and Gull Street water facilities to reduce energy consumption.
- Maintain department equipment to ensure efficiency.
- Replace weather stripping on doors and windows to reduce energy use.

# PUBLIC WORKS ORGANIZATION AND STAFFING

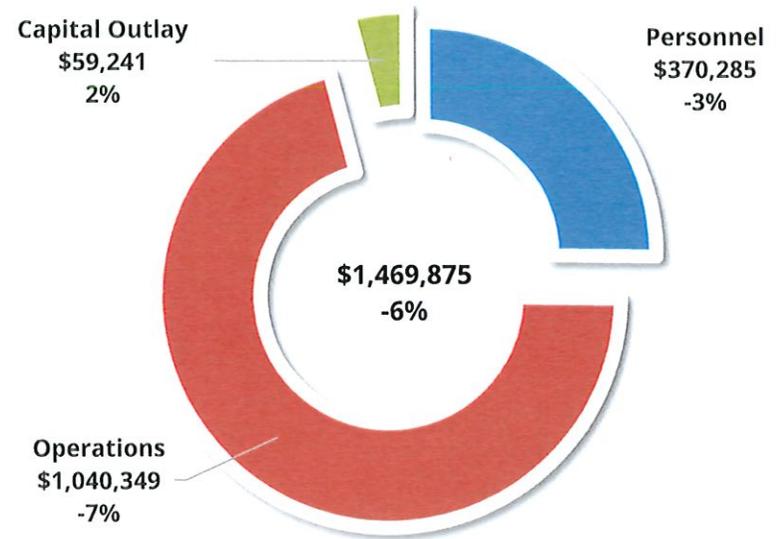


# WATER OPERATIONS - BUDGET HIGHLIGHTS

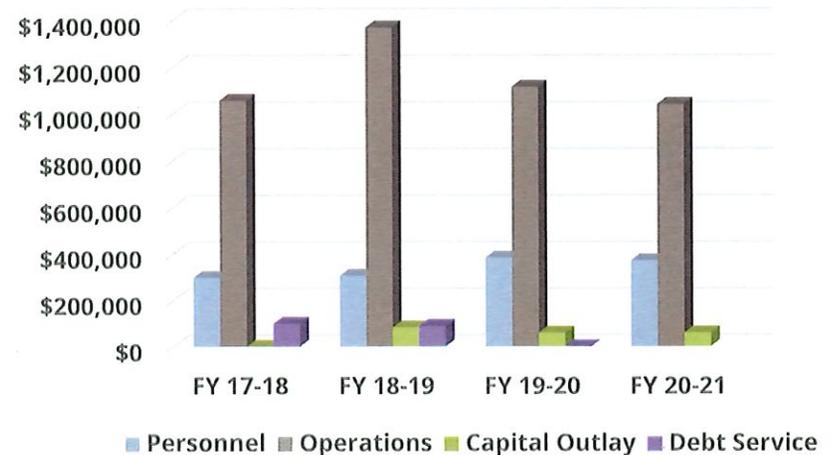
## HIGHLIGHTS

- Funding of \$811,310 is adopted for purchasing wholesale water from Dare County. The budget is based on a 5% increase of the most recent actual annual 401.56 million gallons purchased at the current wholesale rate of \$1.924 per million gallons.
- Capital outlay of \$15,000 is included for a mixer motor at the south Nags Head tank. A 6-inch dewatering pump, which is 100% grant funded, is budgeted at \$44,241.
- The Water Fund proportionate share of insurances, including workers compensation, property and liability, as well as flood insurance, are centrally budgeted at \$60,000 in Water Operations.

Adopted Expenditures by Function  
2020-2021/Percentage Change From FY 2019-2020



FY 2020-2021 Adopted Expenditures and Expenditure History



**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2020-2021**

Department: *Water Operations*

Account Description	Manager's Recommended 2020-2021	Adopted Budget 2020-2021	Financial Plan 2020-2021	Adopted Budget 2019-2020	Adjusted Budget 2019-2020	Estimated Actual Expenditures 2019-2020	Actual Expenditures 2018-2019	Actual Expenditures 2017-2018
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 237,321	\$ 247,160	\$ 248,568	\$ 241,002	\$ 258,096	\$ 242,434	\$ 213,274	\$ 207,484
SALARIES - LONGEVITY PAY	9,862	10,235	10,355	9,894	-	-	-	-
OVERTIME PAY	500	500	500	500	-	-	-	-
HOLIDAY PAY	6,700	6,700	6,700	6,700	-	-	-	-
FICA TAX	19,460	20,241	20,358	19,744	19,744	17,843	15,462	14,842
GROUP HEALTH INSURANCE	53,714	53,714	79,079	76,410	76,410	58,995	53,460	53,632
RETIREMENT	25,557	26,579	26,697	23,201	23,201	21,617	16,727	15,677
401 K	4,952	5,156	5,313	5,150	5,150	3,500	4,269	2,780
<b>Subtotal Personnel Services</b>	<b>\$ 358,066</b>	<b>\$ 370,285</b>	<b>\$ 397,570</b>	<b>\$ 382,601</b>	<b>\$ 382,601</b>	<b>\$ 344,389</b>	<b>\$ 303,192</b>	<b>\$ 294,415</b>
<b>OPERATIONS</b>								
TRAINING	\$ 2,500	\$ 2,500	\$ 3,285	\$ 3,935	\$ 3,935	\$ 3,064	\$ 1,031	\$ 1,669
BUILDING/EQUIPMENT RENTAL	2,612	2,612	2,552	2,552	2,552	814	808	976
TELEPHONE	3,998	3,998	4,478	4,478	4,478	530	3,388	4,389
TELEPHONE - CELL PHONE STIPEND	720	720	420	420	420	180	470	420
UTILITIES	50,000	50,000	51,530	47,710	47,710	50,570	47,606	47,806
POSTAGE	2,700	2,700	2,700	2,700	2,700	1,543	1,551	1,773
ADVERTISING	260	260	260	260	260	277	-	-
PRINTING	3,825	3,825	3,825	3,825	3,825	2,808	2,808	2,869
FUEL COSTS	7,500	7,500	7,500	7,500	7,500	6,305	6,120	5,434
DEPARTMENT SUPPLIES	28,866	28,866	32,834	31,834	34,834	34,644	34,977	22,993
OTHER SUPPLIES	14,365	14,365	10,115	10,115	10,115	8,527	3,131	5,399
MAINT/REPAIR BUILDINGS	2,000	2,000	2,000	2,000	5,697	4,485	-	1,265
MAINT/REPAIR EQUIPMENT	18,400	18,400	18,400	18,400	18,400	15,534	285,057	23,024
VEHICLE MAINTENANCE	1,900	1,900	1,900	1,900	1,900	432	1,109	1,190
UNIFORMS	2,400	2,400	2,400	2,400	2,400	2,424	2,497	1,099
PROFESSIONAL FEES	6,250	6,250	6,250	6,250	6,250	1,000	890	2,400
CONTRACTED SERVICES	17,935	17,935	17,810	17,335	14,335	12,052	15,665	7,888
PURCHASES FOR RESALE	811,310	811,310	933,182	888,745	888,745	793,029	812,053	831,799
DUES AND SUBSCRIPTIONS	2,808	2,808	2,698	2,698	2,698	2,637	2,656	2,496
INSURANCE	60,000	60,000	60,000	60,000	60,000	53,479	53,479	50,984
<b>Subtotal Operations</b>	<b>\$ 1,040,349</b>	<b>\$ 1,040,349</b>	<b>\$ 1,164,139</b>	<b>\$ 1,115,057</b>	<b>\$ 1,118,754</b>	<b>\$ 994,334</b>	<b>\$ 1,275,296</b>	<b>\$ 1,015,873</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ 408,674	\$ 408,674	\$ 373,758	\$ 379,511
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY OTHER	\$ -	\$ -	\$ 315,618	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY EQUIPMENT	44,241	59,241	-	58,340	15,000	15,000	16,643	-
CAPITAL OUTLAY VEHICLE	-	-	1,000	-	-	-	-	-
<b>Subtotal Capital Outlay</b>	<b>\$ 44,241</b>	<b>\$ 59,241</b>	<b>\$ 316,618</b>	<b>\$ 58,340</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 16,643</b>	<b>\$ -</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2020-2021**

Department: *Water Operations*

Account Description	Manager's Recommended 2020-2021	Adopted Budget 2020-2021	Financial Plan 2020-2021	Adopted Budget 2019-2020	Adjusted Budget 2019-2020	Estimated Actual Expenditures 2019-2020	Actual Expenditures 2018-2019	Actual Expenditures 2017-2018
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ -	\$ -	\$ 11,281	\$ -	\$ -	\$ -	\$ 86,667	\$ 94,788
L/P INTEREST	-	-	-	-	-	-	1,950	4,006
<b>Subtotal Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,281</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 88,617</b>	<b>\$ 98,794</b>
<b>TOTAL</b>	<b>\$ 1,442,656</b>	<b>\$ 1,469,875</b>	<b>\$ 1,889,608</b>	<b>\$ 1,555,998</b>	<b>\$ 1,925,029</b>	<b>\$ 1,762,397</b>	<b>\$ 2,057,506</b>	<b>\$ 1,788,593</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2020-2021**

**Water Operations**

Description of Capital Items	Manager's Recommended 2020-2021	Adopted Budget 2020-2021	Financial Plan 2020-2021
<b>Capital Outlay Other</b>			
1. Eighth Street water tower rehabilitation	\$ -	\$ -	\$ 315,618
<b>Total Capital Outlay Other</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 315,618</b>
<b>Capital Outlay Equipment</b>			
1. Six inch dewatering pump - 100% grant funded**	\$ 44,241	\$ 44,241	\$ -
2. South Nags Head tank mixer motor replacement	-	15,000	-
<b>Total Capital Outlay Equipment</b>	<b>\$ 44,241</b>	<b>\$ 59,241</b>	<b>\$ -</b>
<b>New Debt Payments</b>			
1. Replacement 4x4 pickup truck at a cost of \$35,000*	\$ -	\$ -	\$ 11,281
<b>Total New Debt Payments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,281</b>
<b>Capital Outlay Vehicle</b>			
1. Excise tax on new vehicle	\$ -	\$ -	\$ 1,000
<b>Total Capital Outlay Vehicle</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>

\* surplus 2014 F-150 4x4 pickup truck

\*\* new addition to fleet