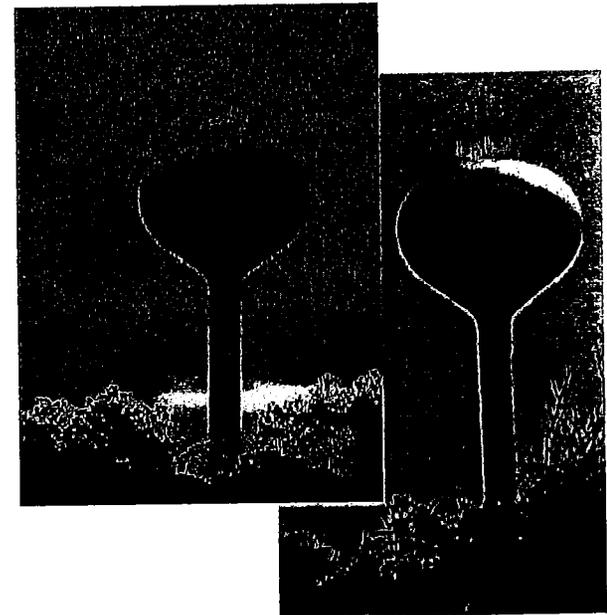


Water Operations Division

Division 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 8th 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 all state and federal regulations.



Goals

To operate a public water system in a manner that provides Nags Head citizens an adequate quantity of potable water and fire protection, and ensures the compliance of the water system with all federal and state regulations.

Objectives

- Provide effective customer service response to every Nags Head citizen in a timely manner and satisfactorily resolve any needs, questions, or problems that may be presented.
- Update the schedule for replacing equipment and installing new equipment in a time frame consistent with the Water Master Plan. Review water treatment methods and new treatment technologies to ensure safe, cost effective, good tasting potable drinking water.
- Provide a safe work environment for staff and visitors to the water facilities and ensure all water facilities meet or exceed the standards required by the North Carolina Department of Labor, Occupational Safety and Health.
- Provide water at adequate flows and pressures for the Town's fire protection service.
- Constantly review department goals and operations and institute changes when warranted to ensure a more cost effective and efficient operation.
- Continue to work toward meeting EPA requirements of the Stage 2 Disinfection/Disinfection By-Product Rule that becomes effective in December 2013.

Performance Measures and Workload Indicators

	FY 06-07 <u>Actual</u>	FY 07-08 <u>Actual</u>	FY 08-09 <u>Actual</u>
Water Pumped to Nags Head (million gallons - MG)	447.837	425.424	439.437
Water Purchased from Dare County Regional Water System	447.837	425.424	439.437
Total hours of operation	4,628.64	4,208.09	4,341.32

Water Operations

Objectives and Performance Indicators

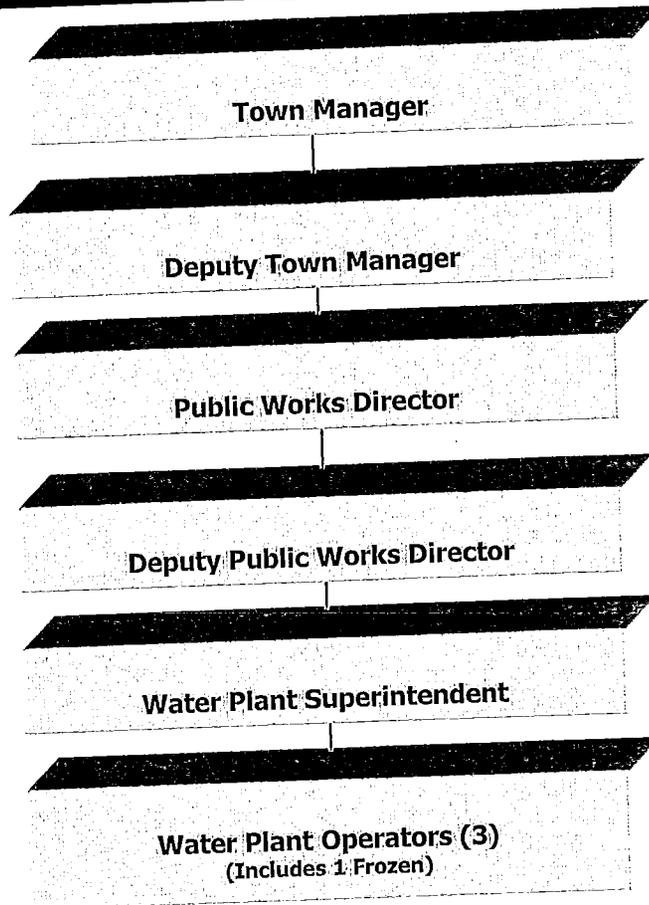
	FY 06-07 Actual	FY 07-08 Actual	FY 08-09 Actual
Distribution water samples reported negative versus positive North Carolina requires 15 monthly distribution system bacteriological samples. There were 180 samples collected from July 1, 2007 to June 30, 2008.	100%	100%	100%
Number of major equipment breakdowns due to equipment failure	0	0	0
Estimate number of customers who have called about disagreeable tastes, color, and odors	8	6	5
Chemical cost per million gallons of water treated (Fresh Pond)	\$500.07	\$878	\$0.00
Average kWh per total million gallons pumped	1224.08	1186.80	1140.64
Overall fire protection rating for Nags Head, 4 (Scale of 1-10, ISO Rating)	5	4	4

Major Accomplishments in FY 2008-09

1. Began collecting quarterly Individual Distribution Site Evaluation (IDSE) samples for compliance with the Stage 2 Disinfection By Product (DBP) Rule in December 2013
2. Fresh Pond decommissioned on June 3 2009
3. Original (1963) motor control panel replaced at 8th Street water plant in March 2009

Water Operations Department

Departmental Organization and Staffing



<u>Position</u>	<u>Grade</u>	<u>Adopted Positions FY 09-10</u>	<u>Existing Positions</u>	<u>Requested Positions FY 09-10</u>	<u>Recommended Positions FY 10-11</u>
Water Plant Superintendent	17	1	1	1	1
Water Plant Operator*	11	3	3	3	3
TOTAL:		4	4	4	4

*One Water Plant Operator position is frozen for FY 10-11.

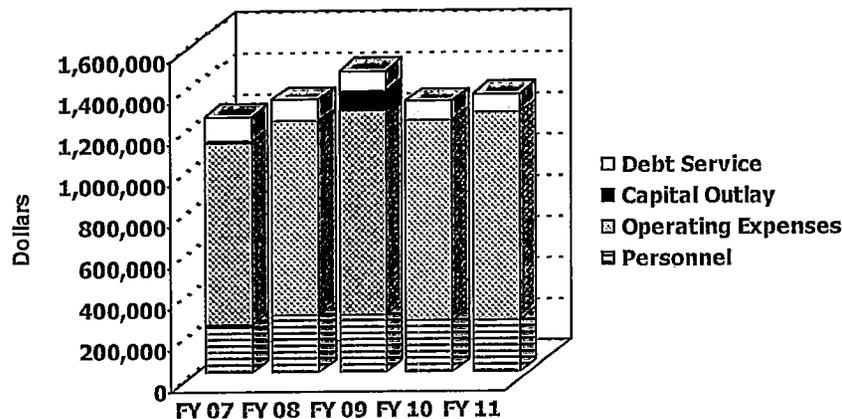
Highlights

- Debt Service includes the 7th year payment of a loan, financed over 15 years, for the new Eighth Street water tower.
- Funds have also been included for a share of the printing costs associated with the annual Water Quality Report.
- Funds are included for water testing in addition to testing required by the North Carolina Department of Environment and Natural Resources.
- Funds are included for the completion of the Water Master Plan update.

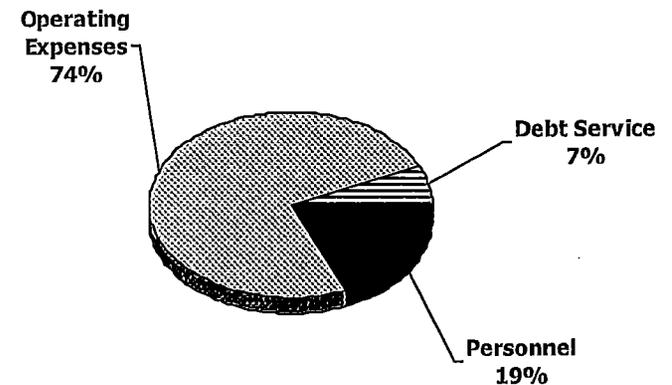
Expenditures by Function

	FY 2009-2010 Adopted	FY 2010-2011 Recommended	Percent Change
Personnel Services	\$ 247,275	\$ 253,075	2.35%
Operating Expenses	\$ 976,315	\$ 1,003,645	-2.80%
Debt Service	\$ 93,874	\$ 93,874	0.00%
Total	\$ 1,317,464	\$ 1,350,594	2.51%

Adopted Expenditure History



Recommended FY 2010-2011 Expenditures by Function



TOWN OF NAGS HEAD
EXPENDITURE BUDGET FY 2010-2011

WATER FUND	FY 09/10 ADOPTED BUDGET	FY 09/10 AMENDED BUDGET	UNAUDITED YTD ACTUAL @ 4/30/10	FY 10/11 REQUESTED BUDGET	FY 10/11 RECOMMENDED BUDGET	FY 10/11 ADOPTED BUDGET
WATER OPERATIONS						
SALARIES						
810 510200 SALARIES/WAGES - REGULAR	166,365.00	169,692.00	140,388.77	169,702.00	169,702.00	.00
810 510200 1 SALARIES/WAGES - REGULAR	.00	.00	.00	.00	.00	.00
810 510200 2 SALARIES/WAGES - REGULAR	.00	.00	.00	.00	.00	.00
810 510201 SALARIES - LONGEVITY PAY	4,406.00	4,494.00	1,905.37	-5,297.00	5,297.00	.00
810 510300 SALARIES/WAGES - PARTTIME	.00	.00	.00	.00	.00	.00
810 510400 OVERTIME PAY	2,000.00	2,000.00	1,286.54	2,000.00	2,000.00	.00
810 510400 1 OVERTIME PAY	.00	.00	.00	.00	.00	.00
810 510400 2 OVERTIME PAY	.00	.00	.00	.00	.00	.00
810 510500 HOLIDAY PAY	4,800.00	4,800.00	2,271.44	4,800.00	4,800.00	.00
810 510500 1 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
810 510500 2 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
TOTAL SALARIES	177,571.00	180,986.00	145,852.12	181,799.00	181,799.00	.00
BENEFITS						
810 520600 FICA TAX	13,586.00	13,847.00	10,632.19	13,910.00	13,910.00	.00
810 520600 1 FICA TAX	.00	.00	.00	.00	.00	.00
810 520600 2 FICA TAX	.00	.00	.00	.00	.00	.00
810 520700 GROUP HEALTH INSURANCE	36,516.00	36,516.00	29,361.59	40,579.00	38,241.00	.00
810 520701 RETIREE'S GROUP HEALTH INSUR	5,605.00	5,605.00	4,586.45	6,240.00	5,616.00	.00
810 520710 EMPLOYEE DENTAL	.00	.00	.00	.00	.00	.00
810 520720 EMPLOYEE LIFE	.00	.00	.00	.00	.00	.00
810 520800 RETIREMENT	8,668.00	8,835.00	7,117.58	11,691.00	11,691.00	.00
810 520800 1 RETIREMENT	.00	.00	.00	.00	.00	.00
810 520800 2 RETIREMENT	.00	.00	.00	.00	.00	.00
810 521000 401 K	5,329.00	5,431.00	4,375.62	5,455.00	1,818.00	.00
810 521000 1 401 K	.00	.00	.00	.00	.00	.00
810 521000 2 401 K	.00	.00	.00	.00	.00	.00
TOTAL BENEFITS	69,704.00	70,234.00	56,073.43	77,875.00	71,276.00	.00
OPERATIONS						
810 522011 CAREER DEVELOPMENT OTHER COSTS	.00	.00	.00	.00	.00	.00
810 532000 TRAINING	750.00	475.00	414.70	915.00	915.00	.00
810 532002 SAFETY TRAINING	.00	.00	.00	.00	.00	.00
810 532100 BUILDING/EQUIPMENT RENTAL	1,260.00	1,260.00	767.58	1,260.00	1,260.00	.00
810 532100 1 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00

TOWN OF NAGS HEAD
EXPENDITURE BUDGET FY 2010-2011

WATER FUND	FY 09/10 ADOPTED BUDGET	FY 09/10 AMENDED BUDGET	UNAUDITED YTD ACTUAL @ 4/30/10	FY 10/11 REQUESTED BUDGET	FY 10/11 RECOMMENDED BUDGET	FY 10/11 ADOPTED BUDGET
810 532100 2 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00
810 532200 TELEPHONE	5,604.00	5,604.00	3,925.49	5,604.00	5,604.00	.00
810 532200 1 TELEPHONE	.00	.00	.00	.00	.00	.00
810 532200 2 TELEPHONE	.00	.00	.00	.00	.00	.00
810 532300 UTILITIES	48,085.00	43,785.00	34,333.92	49,397.00	45,000.00	.00
810 532400 TRAVEL	1,000.00	1,875.00	1,169.31	1,800.00	1,800.00	.00
810 532500 POSTAGE	3,200.00	3,200.00	1,518.81	2,700.00	2,700.00	.00
810 532600 ADVERTISING	260.00	260.00	.00	260.00	260.00	.00
810 532700 PRINTING	2,839.00	2,839.00	2,465.00	2,893.00	2,893.00	.00
810 543100 FUEL COSTS	5,112.00	5,112.00	4,165.15	5,304.00	5,304.00	.00
810 543300 DEPARTMENT SUPPLIES	30,000.00	25,410.00	19,760.24	28,565.00	17,000.00	.00
810 543300 1 DEPARTMENT SUPPLIES	.00	.00	.00	.00	.00	.00
810 543300 2 DEPARTMENT SUPPLIES	.00	.00	.00	.00	.00	.00
810 543400 OTHER SUPPLIES	6,000.00	3,000.00	3,000.00	4,675.00	4,675.00	.00
810 543400 1 OTHER SUPPLIES	.00	.00	.00	.00	.00	.00
810 543400 2 OTHER SUPPLIES	.00	.00	.00	.00	.00	.00
810 543405 OTHER SUPPLIES - COMPUTER	.00	.00	.00	1,700.00	.00	.00
810 543500 MAINT/REPAIR BUILDINGS	5,000.00	.00	.00	20,000.00	2,000.00	.00
810 543500 1 MAINT/REPAIR BUILDINGS	.00	.00	.00	.00	.00	.00
810 543500 2 MAINT/REPAIR BUILDINGS	.00	.00	.00	.00	.00	.00
810 543600 MAINT/REPAIR EQUIPMENT	18,000.00	34,910.00	30,936.56	30,500.00	16,500.00	.00
810 543600 1 MAINT/REPAIR EQUIPMENT	.00	.00	.00	.00	.00	.00
810 543600 2 MAINT/REPAIR EQUIPMENT	.00	.00	.00	.00	.00	.00
810 543700 MAINT/REPAIR VEHICLES	1,400.00	1,400.00	688.61	1,400.00	1,400.00	.00
810 543700 1 MAINT/REPAIR VEHICLES	.00	.00	.00	.00	.00	.00
810 543700 2 MAINT/REPAIR VEHICLES	.00	.00	.00	.00	.00	.00
810 543701 VEHICLE REPAIRS	.00	.00	.00	.00	.00	.00
810 543900 UNIFORMS	1,875.00	1,875.00	522.92	1,500.00	1,500.00	.00
810 544000 PROFESSIONAL FEES	34,480.00	34,480.00	33,311.05	25,720.00	19,600.00	.00
810 544500 CONTRACTED SERVICES	10,285.00	10,285.00	7,073.05	13,285.00	9,285.00	.00
810 544500 1 CONTRACTED SERVICES	.00	.00	.00	.00	.00	.00
810 544500 2 CONTRACTED SERVICES	.00	.00	.00	.00	.00	.00
810 544800 PURCHASES FOR RESALE	750,000.00	882,000.00	708,900.58	816,314.00	816,314.00	.00
810 555000 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00	.00
810 555300 DUES AND SUBSCRIPTIONS	3,808.00	3,808.00	2,230.00	2,278.00	2,278.00	.00
810 555400 INSURANCE	47,357.00	47,357.00	38,828.81	47,357.00	47,357.00	.00
810 555400 1 INSURANCE	.00	.00	.00	.00	.00	.00
810 555400 2 INSURANCE	.00	.00	.00	.00	.00	.00
810 569900 COST REIMBURSEMENT	.00	190,077.00	190,077.00	.00	.00	.00
810 577433 CAPITAL OUTLAY BUDGETARY	.00	.00	.00	.00	.00	.00
TOTAL OPERATIONS	976,315.00	1,299,012.00	1,084,088.78	1,063,427.00	1,003,645.00	.00
CAPITAL OUTLAY						
810 577200 CAPITAL OUTLAY BUILDINGS	.00	.00	.00	.00	.00	.00

TOWN OF NAGS HEAD
EXPENDITURE BUDGET FY 2010-2011

	FY 09/10 ADOPTED BUDGET	FY 09/10 AMENDED BUDGET	UNAUDITED YTD ACTUAL @ 4/30/10	FY 10/11 REQUESTED BUDGET	FY 10/11 RECOMMENDED BUDGET	FY 10/11 ADOPTED BUDGET
WATER FUND						
810 577300 CAPITAL OUTLAY OTHER	.00	.00	.00	.00	.00	.00
810 577400 CAPITAL OUTLAY EQUIPMENT	.00	.00	.00	.00	.00	.00
TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
DEBT SERVICE						
810 578100 L/P PRINCIPAL	64,340.00	64,340.00	.00	66,817.00	66,817.00	.00
810 578200 LEASE PURCHASE INTEREST	29,534.00	29,534.00	.00	27,057.00	27,057.00	.00
TOTAL DEBT SERVICE	93,874.00	93,874.00	.00	93,874.00	93,874.00	.00
TOTAL WATER OPERATIONS	1,317,464.00	1,644,106.00	1,286,014.33	1,416,975.00	1,350,594.00	.00