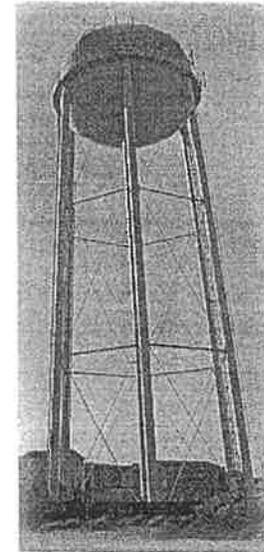


Water Operations Division

Division Overview

The Water Operations staff is responsible for monitoring water storage levels and distribution system pressures 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 is comprised of a water plant with attached water production facilities, a pumping station and storage tank at Gull Street, and two elevated water storage tanks. In addition, the water plant operates and maintains a state certified laboratory to ensure that water quality parameters are 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 level of potable water service 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.
- Develop a multi year plan to implement the Needs Assessment for Fresh Pond Water Treatment Plant.
- Begin required water analyses to meet the EPA requirements of the Stage 2 Disinfection/Disinfection By-Product Rule and the Stage 2 Long Term Enhanced Surface Water Treatment Rule.
- Submit application for Special Order of Consent (SOC) to Division of Water Quality for the operation of Fresh Pond in the summer of 2007
- Begin Fresh Pond Improvements to meet State Compliance for the Non Discharge Permit. This permit is required for the Filter Back wash water.

Performance Measures and Workload Indicators

	FY 03-04 <u>Actual</u>	FY 04-05 <u>Actual</u>	FY 05-06 <u>Actual</u>
Water Pumped to Nags Head (million gallons - MG)	431.123	424.292	438.257
Water Purchased from Dare County Regional Water System	422.559	424.292	438.257
Total hours operations	4,533.53	4,486.82	4,580.95

Water Operations

Objectives and Performance Indicators

	<u>FY 03-04</u> <u>Actual</u>	<u>FY 04-05</u> <u>Actual</u>	<u>FY 05-06</u> <u>Actual</u>
Distribution water samples reported negative versus positive North Carolina requires 15 monthly distribution system bacteriological samples. There were 184 samples collected from July 1, 2004 to June 30, 2005.	100%	98.9%	100%
Number of major equipment breakdowns due to equipment failure	0	2	0
Chemical feed problems in Fresh Pond with caustic and alum. Four baffles in Settling Basin needing repair.			
Estimate number of customers who have called about disagreeable tastes, color, and odors	11	8	8
Chemical cost per million gallons of water treated (Fresh Pond)	\$273.26	\$288.05	\$500.07*
Average kWh per total million gallons pumped (See Appendix)	1,335.07	1,314.12	1224.08
Overall fire protection rating for Nags Head, 5 (Scale of 1-10, ISO Rating)	5	5	5
* Estimated			

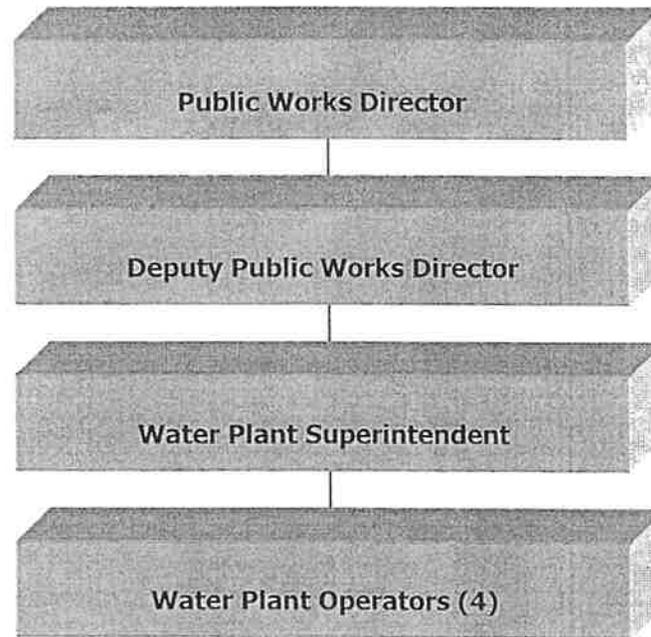
1. 8th Street Distribution pump #2- motor repair
2. 8th Street Distribution pump #3- repair and replacement of blown out wiring to electrical panel
3. State Lab incubator- replacement of thermostats

- Increase in chemical cost per MG treated related to decrease in amount of water treated.
- Fresh Pond July 02 thru Aug 02

Water Produced	Chemical cost	Chemical cost per MG treated
26.999 MG	\$13,260.00	\$491.13

Water Operations Department

Departmental Organization and Staffing



<u>Position</u>	<u>Grade</u>	<u>Adopted Positions FY 06-07</u>	<u>Existing Positions</u>	<u>Recommended Positions FY 07-08</u>	<u>Adopted Positions FY 07-08</u>
Water Plant Superintendent	17	1	1	1	1
Water Plant Operator	11	4	4	4	4
TOTAL:		5	5	5	5

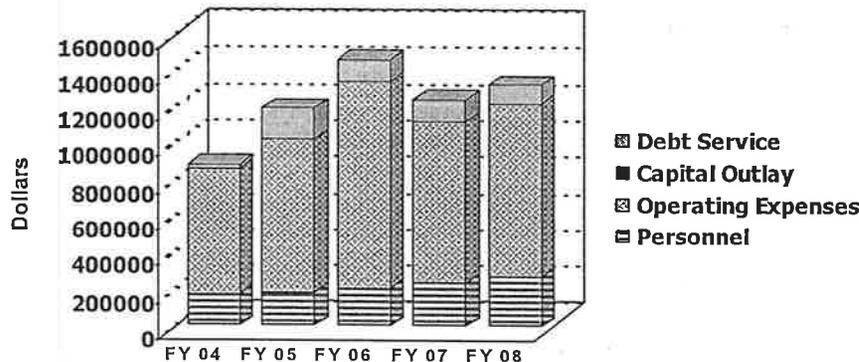
Highlights

- Debt Service includes the 4th 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 of \$50,000 are included for removal of the Town Hall water tank if it is not removed and purchased by another entity.
- Funds are included for the increase in the wholesale water rate from 1.47/thousand to 1.54/thousand.

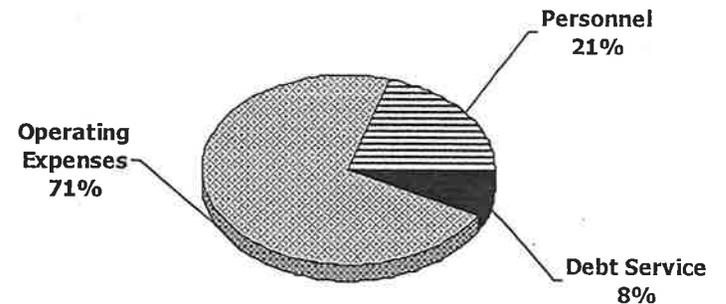
Expenditures by Function

	<u>FY 2006-2007 Adopted</u>	<u>FY 2007-2008 Adopted</u>	<u>Percent Change</u>
Personnel Services	\$ 231,771	\$ 272,930	17.76%
Operating Expenses	\$ 888,747	\$ 947,709	6.63%
Capital Outlay	\$ 5,250	\$ 0	-100%
Debt Service	\$ 120,604	\$ 104,197	-13.60%
Total	\$ 1,246,372	\$ 1,324,836	6.30%

Expenditure History



Adopted FY 2007-2008 Expenditures by Function



TOWN OF NAGS HEAD
ADOPTED BUDGET FY 2007-2008

WATER FUND	FY 06/07 ADOPTED BUDGET	FY 06/07 AMENDED BUDGET	FY 06/07 YTD ACTUAL @6/30/07	FY 07/08 REQUESTED BUDGET	FY 07/08 RECOMMENDED BUDGET	FY 07/08 ADOPTED BUDGET
WATER OPERATIONS						
SALARIES						
810 510200 SALARIES/WAGES - REGULAR	154,526.00	170,341.00	174,598.59	181,312.84	181,313.00	180,608.00
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	3,458.00	3,815.00	3,819.64	4,069.26	4,069.00	4,069.00
810 510300 SALARIES/WAGES - PARTTIME	.00	.00	.00	.00	.00	.00
810 510400 OVERTIME PAY	2,670.00	2,944.00	712.42	2,949.72	2,950.00	2,950.00
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	3,845.00	4,239.00	3,745.94	4,291.10	4,291.00	4,291.00
810 510500 1 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
810 510500 2 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
TOTAL SALARIES	164,499.00	181,339.00	182,876.59	192,622.92	192,623.00	191,918.00
BENEFITS						
810 520600 FICA TAX	12,585.00	13,897.00	12,678.20	14,736.38	14,736.00	14,682.00
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	41,703.00	45,987.00	45,538.78	53,452.00	51,206.00	51,206.00
810 520701 RETIREE'S GROUP HEALTH INSUR	.00	.00	.00	.00	.00	.00
810 520800 RETIREMENT	8,048.00	8,872.00	8,740.58	9,400.94	9,400.94	9,366.00
810 520800 1 RETIREMENT	.00	.00	.00	.00	.00	.00
810 520800 2 RETIREMENT	.00	.00	.00	.00	.00	.00
810 521000 401 K	4,936.00	5,442.00	5,373.56	5,780.06	5,780.06	5,758.00
810 521000 1 401 K	.00	.00	.00	.00	.00	.00
810 521000 2 401 K	.00	.00	.00	.00	.00	.00
TOTAL BENEFITS	67,272.00	74,198.00	72,331.12	83,369.38	81,123.00	81,012.00
OPERATIONS						
810 532000 TRAINING	1,770.00	1,770.00	433.00	1,770.00	1,770.00	1,770.00
810 532002 SAFETY TRAINING	689.00	689.00	417.30	.00	.00	.00
810 532100 BUILDING/EQUIPMENT RENTAL	2,088.00	2,088.00	1,216.77	2,088.00	2,088.00	2,088.00
810 532100 1 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00
810 532100 2 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00
810 532200 TELEPHONE	4,800.00	4,800.00	4,166.37	4,800.00	4,800.00	4,800.00
810 532200 1 TELEPHONE	.00	.00	.00	.00	.00	.00

TOWN OF NAGS HEAD
ADOPTED BUDGET FY 2007-2008

WATER FUND	FY 06/07 ADOPTED BUDGET	FY 06/07 AMENDED BUDGET	FY 06/07 YTD ACTUAL @6/30/07	FY 07/08 REQUESTED BUDGET	FY 07/08 RECOMMENDED BUDGET	FY 07/08 ADOPTED BUDGET
810 532200 2 TELEPHONE	.00	.00	.00	.00	.00	.00
810 532300 UTILITIES	.00	.00	.00	.00	.00	.00
810 532400 TRAVEL	44,000.00	44,000.00	40,316.86	48,199.00	41,000.00	41,000.00
810 532500 POSTAGE	2,500.00	2,500.00	993.20	2,500.00	2,500.00	2,500.00
810 532600 ADVERTISING	4,500.00	4,500.00	1,569.56	4,761.71	2,500.00	2,500.00
810 532700 PRINTING	260.00	260.00	.00	260.00	260.00	260.00
810 543100 FUEL COSTS	1,850.00	1,970.00	1,892.74	2,330.00	2,330.00	2,330.00
810 543300 DEPARTMENT SUPPLIES	4,699.00	4,699.00	4,893.70	4,700.41	4,700.00	4,700.00
810 543300 1 DEPARTMENT SUPPLIES	42,000.00	43,000.00	39,114.40	42,000.00	40,000.00	40,000.00
810 543300 2 DEPARTMENT SUPPLIES	.00	.00	.00	.00	.00	.00
810 543400 OTHER SUPPLIES	.00	.00	.00	.00	.00	.00
810 543400 1 OTHER SUPPLIES	5,670.00	5,670.00	3,519.00	5,760.00	5,760.00	5,760.00
810 543400 2 OTHER SUPPLIES	.00	.00	.00	.00	.00	.00
810 543405 OTHER SUPPLIES - COMPUTER	.00	.00	.00	.00	.00	.00
810 543500 MAINT/REPAIR BUILDINGS	3,350.00	3,350.00	3,127.87	.00	.00	.00
810 543500 1 MAINT/REPAIR BUILDINGS	9,100.00	6,815.00	6,695.66	8,000.00	8,000.00	8,000.00
810 543500 2 MAINT/REPAIR BUILDINGS	.00	.00	.00	.00	.00	.00
810 543600 MAINT/REPAIR EQUIPMENT	.00	.00	.00	.00	.00	.00
810 543600 1 MAINT/REPAIR EQUIPMENT	20,000.00	32,000.00	28,881.93	20,000.00	18,000.00	18,000.00
810 543600 2 MAINT/REPAIR EQUIPMENT	.00	.00	.00	.00	.00	.00
810 543700 MAINT/REPAIR VEHICLES	.00	.00	.00	.00	.00	.00
810 543700 1 MAINT/REPAIR VEHICLES	2,100.00	4,653.00	3,637.80	2,100.00	2,100.00	2,100.00
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	.00	.00	.00	.00	.00	.00
810 544000 PROFESSIONAL FEES	4,109.00	3,359.00	2,904.96	4,109.00	4,109.00	4,109.00
810 544500 CONTRACTED SERVICES	34,960.00	14,960.00	8,676.89	12,600.00	12,600.00	12,600.00
810 544500 1 CONTRACTED SERVICES	6,900.00	5,650.00	5,208.73	59,200.00	57,200.00	57,200.00
810 544500 2 CONTRACTED SERVICES	.00	.00	.00	.00	.00	.00
810 544800 PURCHASES FOR RESALE	.00	.00	.00	.00	.00	.00
810 555000 DEPRECIATION EXPENSE	647,568.00	689,568.00	700,738.27	694,485.00	694,485.00	694,485.00
810 555300 DUES AND SUBSCRIPTIONS	.00	.00	303,035.63	.00	.00	.00
810 555400 INSURANCE	1,895.00	1,895.00	1,380.32	2,165.00	2,165.00	2,165.00
810 555400 1 INSURANCE	39,939.00	39,939.00	34,328.00	41,342.00	41,342.00	41,342.00
810 555400 2 INSURANCE	.00	.00	.00	.00	.00	.00
810 569900 COST REIMBURSEMENT	.00	.00	.00	.00	.00	.00
810 577433 CAPITAL OUTLAY BUDGETARY	.00	125,926.00	125,926.00	.00	.00	.00
	4,000.00	4,000.00	2,919.50	.00	.00	.00
TOTAL OPERATIONS	888,747.00	1,048,061.00	1,325,994.46	963,170.12	947,709.00	947,709.00
CAPITAL OUTLAY						
810 577200 CAPITAL OUTLAY BUILDINGS	.00	.00	.00	.00	.00	.00
810 577300 CAPITAL OUTLAY OTHER	.00	.00	.00	.00	.00	.00
810 577400 CAPITAL OUTLAY EQUIPMENT	5,250.00	5,250.00	.00	.00	.00	.00

TOWN OF NAGS HEAD
ADOPTED BUDGET FY 2007-2008

WATER FUND	FY 06/07 ADOPTED BUDGET	FY 06/07 AMENDED BUDGET	FY 06/07 YTD ACTUAL @6/30/07	FY 07/08 REQUESTED BUDGET	FY 07/08 RECOMMENDED BUDGET	FY 07/08 ADOPTED BUDGET
TOTAL CAPITAL OUTLAY	5,250.00	5,250.00	.00	.00	.00	.00
DEBT SERVICE						
810 578100 L/P PRINCIPAL	79,856.00	79,856.00	78,872.81	69,686.00	69,686.00	69,686.00
810 578200 LEASE PURCHASE INTEREST	40,748.00	40,748.00	38,115.00	34,511.00	34,511.00	34,511.00
TOTAL DEBT SERVICE	120,604.00	120,604.00	116,987.81	104,197.00	104,197.00	104,197.00
TOTAL WATER OPERATIONS	1,246,372.00	1,429,452.00	1,698,189.98	1,343,359.42	1,325,652.00	1,324,836.00

TOWN OF NAGS HEAD
PRIOR YEAR ACTUAL EXPENDITURES

WATER FUND	FY 00/01 ACTUAL	FY 01/02 ACTUAL	FY 02/03 ACTUAL	FY 03/04 ACTUAL	FY 04/05 ACTUAL	FY 05/06 ACTUAL
WATER OPERATIONS						
SALARIES						
810 510200 SALARIES/WAGES - REGULAR	97,576.57	115,974.46	116,280.21	111,485.53	132,940.96	150,243.62
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	.00	.00	.00	.00	.00	.00
810 510300 SALARIES/WAGES - PARTTIME	.00	.00	.00	.00	3,133.88	3,504.86
810 510400 OVERTIME PAY	140.83	289.44	465.69	139.65	3,416.20	.00
810 510400 1 OVERTIME PAY	.00	.00	.00	.00	963.95	1,048.01
810 510400 2 OVERTIME PAY	.00	.00	.00	.00	.00	.00
810 510500 HOLIDAY PAY	3,197.41	3,721.48	4,846.21	3,366.03	4,497.29	3,617.43
810 510500 1 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
810 510500 2 HOLIDAY PAY	.00	.00	.00	.00	.00	.00
TOTAL SALARIES	100,914.81	119,985.38	121,592.11	114,991.21	144,952.28	158,413.92
BENEFITS						
810 520600 FICA TAX	6,978.70	8,452.42	8,816.44	8,253.59	10,066.33	11,378.60
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	18,098.65	26,764.77	30,320.35	34,050.15	43,225.72	43,701.16
810 520701 RETIREE'S GROUP HEALTH INSUR	.00	.00	.00	.00	.00	.00
810 520800 RETIREMENT	4,906.53	5,767.16	6,085.84	5,712.47	6,897.04	7,829.74
810 520800 1 RETIREMENT	.00	.00	.00	.00	.00	.00
810 520800 2 RETIREMENT	.00	.00	.00	.00	.00	.00
810 521000 401 K	2,991.99	3,516.65	3,718.77	3,490.18	4,215.10	4,803.39
810 521000 1 401 K	.00	.00	.00	.00	.00	.00
810 521000 2 401 K	.00	.00	.00	.00	.00	.00
TOTAL BENEFITS	32,975.87	44,501.00	48,941.40	51,506.39	64,404.19	67,712.89
OPERATIONS						
810 532000 TRAINING	205.00	255.00	450.00	504.48	721.60	600.00
810 532002 SAFETY TRAINING	.00	.00	.00	.00	.00	.00
810 532100 BUILDING/EQUIPMENT RENTAL	108.50	843.06	838.74	872.31	802.56	1,281.17
810 532100 1 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00
810 532100 2 BUILDING/EQUIPMENT RENTAL	.00	.00	.00	.00	.00	.00
810 532200 TELEPHONE	3,167.98	3,644.43	3,536.80	3,096.07	3,714.15	4,224.82
810 532200 1 TELEPHONE	.00	.00	.00	.00	.00	.00

TOWN OF NAGS HEAD
PRIOR YEAR ACTUAL EXPENDITURES

	FY 00/01 ACTUAL	FY 01/02 ACTUAL	FY 02/03 ACTUAL	FY 03/04 ACTUAL	FY 04/05 ACTUAL	FY 05/06 ACTUAL
WATER FUND						
810 532200 2 TELEPHONE	.00	.00	.00	.00	.00	.00
810 532300 UTILITIES	32,385.40	33,615.33	38,965.26	33,605.13	40,857.20	38,138.60
810 532400 TRAVEL	788.38	902.14	855.93	449.46	1,499.29	1,598.55
810 532500 POSTAGE	1,269.68	2,390.09	3,116.15	3,142.17	2,178.13	2,208.87
810 532600 ADVERTISING	.00	.00	104.24	319.68	64.00	1,023.82
810 532700 PRINTING	.00	897.02	1,025.01	837.48	951.55	1,640.50
810 543100 FUEL COSTS	984.61	727.40	1,093.01	826.36	2,429.44	4,293.32
810 543300 DEPARTMENT SUPPLIES	10,781.57	11,367.40	12,247.33	14,960.63	19,032.52	24,320.92
810 543300 1 DEPARTMENT SUPPLIES	.00	.00	.00	10.65	.00	.00
810 543300 2 DEPARTMENT SUPPLIES	.00	.00	.00	.00	.00	.00
810 543400 OTHER SUPPLIES	3,064.86	2,552.28	2,893.74	2,943.89	3,118.87	3,499.70
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	.00	.00	.00
810 543500 MAINT/REPAIR BUILDINGS	1,718.63	4,037.92	524.59	1,587.87	10,002.17	126,198.27
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	31,506.72	128,805.97	5,764.32	3,478.24	38,971.56	13,134.92
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	335.62	291.80	753.67	291.32	1,292.34	1,169.30
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	2,465.36	2,510.76	2,006.30	2,718.09	2,356.49	3,445.16
810 544000 PROFESSIONAL FEES	9,057.44	2,147.52	3,737.50	12,025.00	11,651.95	27,725.88
810 544500 CONTRACTED SERVICES	77.50	320.00	5,711.88	21,857.28	7,687.12	7,561.99
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	567,646.93	541,225.31	525,977.95	598,575.28	669,663.66	665,091.93
810 555000 DEPRECIATION EXPENSE	254,138.36	260,735.20	308,060.88	242,811.68	207,528.13	268,808.58
810 555300 DUES AND SUBSCRIPTIONS	797.22	475.73	1,141.81	1,138.66	1,177.24	1,456.24
810 555400 INSURANCE	31,105.00	33,502.00	40,045.00	38,349.00	36,544.00	33,333.00
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	234,574.00	234,574.00	85,196.00	64,373.00	123,758.00
810 577433 CAPITAL OUTLAY BUDGETARY	.00	.00	3,572.95	.00	.00	15,627.08
TOTAL OPERATIONS	951,604.76	1,265,820.36	1,198,520.06	1,072,339.03	1,126,616.97	1,371,554.22
CAPITAL OUTLAY						
810 577200 CAPITAL OUTLAY BUILDINGS	.00	.00	.00	.00	.00	107,948.00
810 577300 CAPITAL OUTLAY OTHER	.00	.00	8,500.00	816,818.44	326,387.82	828,153.67
810 577400 CAPITAL OUTLAY EQUIPMENT	7,200.00	64,523.00	97,245.00	6,000.00	70,369.77	.00

TOWN OF NAGS HEAD
PRIOR YEAR ACTUAL EXPENDITURES

WATER FUND	FY 00/01 ACTUAL	FY 01/02 ACTUAL	FY 02/03 ACTUAL	FY 03/04 ACTUAL	FY 04/05 ACTUAL	FY 05/06 ACTUAL
<hr/>						
TOTAL CAPITAL OUTLAY	7,200.00	64,523.00	105,745.00	822,818.44	396,757.59	936,101.67
DEBT SERVICE						
810 578100 L/P PRINCIPAL	.00	20,250.08	19,102.49	29,990.98	125,383.55	162,866.16
810 578200 LEASE PURCHASE INTEREST	.00	.00	1,147.60	582.17	1,232.59	43,608.12
TOTAL DEBT SERVICE	.00	20,250.08	20,250.09	30,573.15	126,616.14	206,474.28
TOTAL WATER OPERATIONS	1,092,695.44	1,515,079.82	1,495,048.66	2,092,228.22	1,859,347.17	2,740,256.98