

# ***Water Operations – Overview, Goals, and Objectives***

## **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 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, 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**

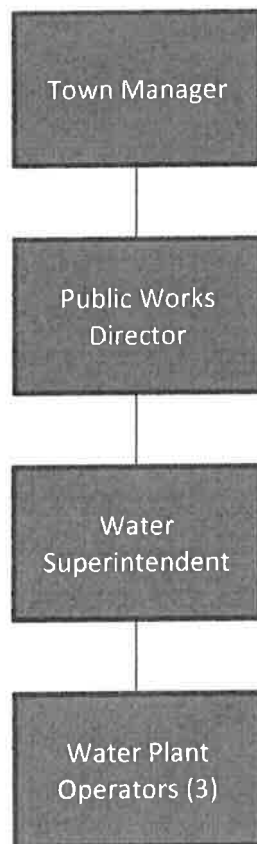
- Provide drinking water and fire flows in quantities and quality that meets, or exceeds, all federal and state standards. (BOC Goals 2, 4 and 5)
- Maintain the town's water treatment and storage system in optimum operating condition and add needed system enhancements as required to meet increasing state and federal water quality standards. (BOC Goals 1, 2, 4, 5 and 6)
- Continually improve customer service and department communications with the public, businesses and other Town departments. (BOC Goals 1, 4 and 6)

## **Objectives and Related Performance Indicators**

- **Objective** - Improve water service through water quality enhancements.  
**Performance Indicators** –
  1. Closely monitor water quality at Oregon Inlet to measure the effectiveness of recent changes at the Gull Street Tank and SNH Tower.
  2. Collect 10 samples for Lead and Copper analysis (required every 3 years).
  3. Continue monitoring and system operational adjustments to reduce TTHM concentration throughout the distribution system in order to meet the Stage 2 Disinfection/Disinfection By-Product Rule in December 2013.
- **Objective** - Perform scheduled system maintenance to maximize the life of critical system components.  
**Performance Indicators** -
  1. Make necessary repairs on the Eighth Street Ground Storage Tank as recommended following the 2013 inspection.
  2. Inspect/Evaluate all pumps and water storage tanks (ground and elevated) to determine estimated service life and required maintenance.
- **Objective** - Plan for future Water Operations capital needs.  
**Performance Indicators** –
  1. Monitor proposed, and established future water quality standard revisions.
  2. Determine how the town can meet future revised standards.
  3. Review/Identify water treatment methods to meet future water quality standards.
  4. Prepare Water Operations CIP to include any future treatment needs/modifications.

# ***Water Operations***

## ***Recommended Organization and Staffing***



# Water Operations – Budget Highlights

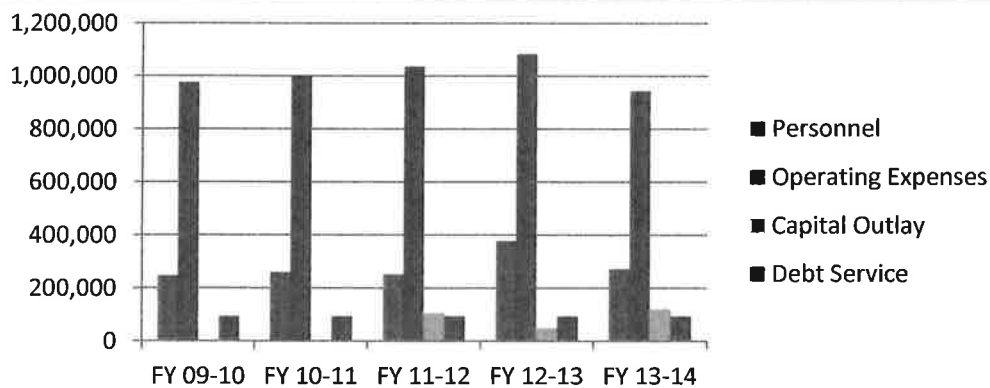
## Highlights

- Debt Service includes the 10th year payment of a loan, financed over 15 years, for the Eighth Street water tower.
- Capital outlay funds of \$110,000 are included to repair and clean the Eighth Street Water Plant ground storage tank.
- Capital outlay funds of \$13,120 are included for registration fees and the first year of financing on a replacement truck.

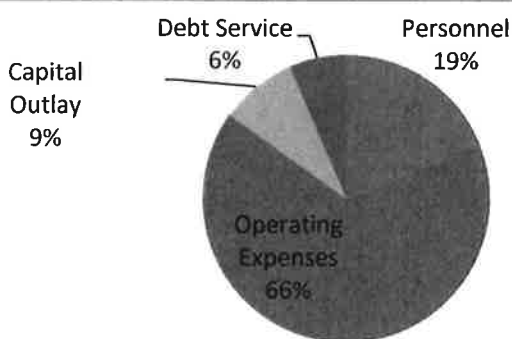
## Expenditures by Function

	FY 2012-2013		FY 2013-2014		Percent
	<u>Adopted</u>		<u>Adopted</u>		<u>Change</u>
Personnel Services	\$	378,309	\$	272,894	-27.86%
Operating Expenses	\$	1,084,135	\$	944,796	-12.85%
Capital Outlay	\$	50,000	\$	123,120	146.24%
Debt Service	\$	93,874	\$	93,875	0.00%
<b>Total</b>	\$	<b>1,606,318</b>	\$	<b>1,434,685</b>	<b>-10.68%</b>

## Adopted Expenditure History



## Adopted Fiscal Year 2013-2014 Expenditures by Function



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Description	2011	2012	2013	*****	Year 2014	*****	
Budget Account Number	Approp	Approp	Approp	Requested	Admin. Recmnd	Budgeted	%PY
	Actual	Actual	Actual				
CLASS: 61-810-0-0000-00	WATER OPERATIONS						

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WATER OPERATIONS  
61-810-0-0000-00            C

Description Budget Account Number		2011	2012	2013	***** Year 2014 *****			%PY
		Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
CLASS: 61-810-6-0000-00								
SALARIES/WAGES - REGULAR								
61-810-6-5102-00	S	0.00 0.00	173,094.00 179,378.30	270,873.00 250,928.35	180,576.00	180,576.00	180,576.00	33.34-
SALARIES - LONGEVITY PAY								
61-810-6-5102-01	S	0.00 0.00	5,402.00 5,400.39	9,731.00 9,556.28	7,492.00	7,492.00	7,492.00	23.01-
SALARIES/WAGES - PARTTIME								
61-810-6-5103-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
OVERTIME PAY								
61-810-6-5104-00	S	0.00 0.00	2,040.00 0.00	1,500.00 617.03	2,000.00	2,000.00	2,000.00	33.33
HOLIDAY PAY								
61-810-6-5105-00	S	0.00 0.00	4,896.00 2,300.01	3,600.00 2,032.91	4,800.00	4,800.00	4,800.00	33.33
FICA TAX								
61-810-6-5206-00	S	0.00 0.00	14,187.00 13,403.93	21,856.00 19,251.82	14,908.00	14,908.00	14,908.00	31.79-
GROUP HEALTH INSURANCE								
61-810-6-5207-00	S	0.00 0.00	41,309.00 40,101.04	54,984.00 46,331.41	45,616.00	45,443.00	45,443.00	17.35-
RETIRES GROUP HEALTH INSUR								
61-810-6-5207-01	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
EMPLOYEE DENTAL								
61-810-6-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
EMPLOYEE LIFE								
61-810-6-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RETIREMENT								
61-810-6-5208-00	S	0.00 0.00	12,906.00 12,639.65	19,256.00 17,721.13	13,777.00	13,777.00	13,777.00	28.45-
401 K								
61-810-6-5210-00	S	0.00 0.00	1,856.00 1,816.68	2,859.00 2,629.12	1,949.00	1,949.00	3,898.00	36.34
STORM DAMAGES/REPAIRS/COSTS								
61-810-6-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00

Description		2011	2012	2013	***** Requested	Year 2014 Admin. Recmnd	***** Budgeted	%PY
Budget Account Number		Approp Actual	Approp Actual	Approp Actual				
CLASS: 61-810-6-0000-00								
TRAINING								
61-810-6-5320-00	S	0.00 0.00	715.00 610.45	2,235.00 1,434.90	1,310.00	1,310.00	1,310.00	41.39-
COMPUTER TRAINING								
61-810-6-5320-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SAFETY TRAINING								
61-810-6-5320-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
BUILDING/EQUIPMENT RENTAL								
61-810-6-5321-00	S	0.00 0.00	800.00 704.86	680.00 727.72	1,240.00	1,240.00	1,240.00	82.35
TELEPHONE								
61-810-6-5322-00	S	0.00 0.00	5,188.00 4,070.32	5,556.00 3,500.18	5,484.00	5,484.00	5,484.00	1.30-
TELEPHONE- CELL PHONE STIPEND								
61-810-6-5322-01	S	0.00 0.00	0.00 0.00	0.00 227.50	420.00	420.00	420.00	0.00
UTILITIES								
61-810-6-5323-00	S	0.00 0.00	45,000.00 43,246.81	44,000.00 33,497.20	48,775.00	48,775.00	48,775.00	10.85
TRAVEL								
61-810-6-5324-00	S	0.00 0.00	1,200.00 377.12	1,505.00 657.96	2,200.00	2,200.00	2,200.00	46.18
POSTAGE								
61-810-6-5325-00	S	0.00 0.00	2,000.00 1,508.48	2,150.00 1,543.76	5,000.00	5,000.00	5,000.00	132.56
ADVERTISING								
61-810-6-5326-00	S	0.00 0.00	260.00 66.00	260.00 68.00	260.00	260.00	260.00	0.00
PRINTING								
61-810-6-5327-00	S	0.00 0.00	2,944.00 2,683.90	4,106.00 3,130.76	5,095.00	5,095.00	5,095.00	24.09
FUEL COSTS								
61-810-6-5431-00	S	0.00 0.00	7,920.00 6,611.77	9,000.00 6,604.51	9,360.00	8,000.00	8,000.00	11.11-
STREET SUPPLIES								
61-810-6-5432-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

Description		2011	2012	2013	***** Requested	Year 2014 Admin. Recmnd	***** Budgeted	%PY
Budget Account Number		Approp Actual	Approp Actual	Approp Actual				
CLASS: 61-810-6-0000-00								
DEPARTMENT SUPPLIES								
61-810-6-5433-00	S	0.00 0.00	20,668.00 20,493.11	25,500.00 26,340.67	26,774.00	26,774.00	26,774.00	5.00
OTHER SUPPLIES								
61-810-6-5434-00	S	0.00 0.00	4,897.00 3,458.99	6,400.00 6,356.16	7,225.00	7,225.00	7,225.00	12.89
OTHER SUPPLIES - COMPUTER								
61-810-6-5434-05	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
MAINT/REPAIR BUILDINGS								
61-810-6-5435-00	S	0.00 0.00	0.00 0.00	300.00 0.00	16,000.00	1,000.00	1,000.00	233.33
MAINT/REPAIR EQUIPMENT								
61-810-6-5436-00	S	0.00 0.00	66,019.00 61,408.14	141,400.00 141,322.70	125,200.00	15,200.00	15,200.00	89.25-
MAINT/REPAIR COMPUTER EQUIP.								
61-810-6-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
VEHICLE MAINTENANCE								
61-810-6-5437-00	S	0.00 0.00	1,400.00 963.12	1,400.00 1,350.13	2,000.00	2,000.00	2,000.00	42.86
VEHICLE REPAIRS								
61-810-6-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	500.00	500.00	500.00	0.00
UNIFORMS								
61-810-6-5439-00	S	0.00 0.00	1,600.00 1,423.70	1,600.00 1,458.81	2,000.00	2,000.00	2,000.00	25.00
PROFESSIONAL FEES								
61-810-6-5440-00	S	0.00 0.00	6,220.00 4,611.90	9,850.00 5,665.00	10,350.00	8,850.00	8,850.00	10.15-
CONTRACTED SERVICES								
61-810-6-5445-00	S	0.00 0.00	5,640.00 5,514.77	9,000.00 6,115.30	17,660.00	10,000.00	10,000.00	11.11
DRAINAGE								
61-810-6-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
PURCHASES FOR RESALE								
61-810-6-5448-00	S	0.00 0.00	825,000.00 701,377.23	790,875.00 571,481.30	811,645.00	791,000.00	791,000.00	0.02

Description Budget Account Number		2011	2012	2013	***** Year 2014 *****			%PY
		Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
CLASS: 61-810-6-0000-00								
DEPRECIATION EXPENSE								
61-810-6-5550-00	S	0.00 0.00	0.00 257,414.00	0.00 0.00	_____	_____	_____	0.00
OPEB Funding								
61-810-6-5552-00	S	0.00 0.00	0.00 11,785.16	0.00 0.00	_____	_____	_____	0.00
DUES AND SUBSCRIPTIONS								
61-810-6-5553-00	S	0.00 0.00	2,328.00 2,312.36	2,198.00 2,167.36	2,463.00	2,463.00	2,463.00	12.06
INSURANCE								
61-810-6-5554-00	S	0.00 0.00	56,804.00 49,472.54	61,510.00 52,252.00	_____	_____	_____	0.00
COST REIMBURSEMENT								
61-810-6-5699-00	S	0.00 0.00	190,077.00 190,077.00	190,077.00 190,077.00	_____	_____	_____	0.00
CAPITAL OUTLAY LAND								
61-810-6-5771-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUILDINGS								
61-810-6-5772-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY OTHER								
61-810-6-5773-00	S	0.00 0.00	152,024.00 152,018.87	0.00 0.00	_____	110,000.00	110,000.00	0.00
CAPITAL OUTLAY EQUIPMENT								
61-810-6-5774-00	S	0.00 0.00	0.00 0.00	47,000.00 46,900.00	77,000.00	13,120.00	13,120.00	72.09-
CAPITAL OUTLAY BUDGETARY								
61-810-6-5774-33	S	0.00 0.00	0.00 0.00	2,900.00 2,881.98	_____	_____	_____	0.00
L/P PRINCIPAL								
61-810-6-5781-00	S	0.00 0.00	69,390.00 69,490.61	72,061.00 72,172.21	74,836.00	74,836.00	74,836.00	3.85
L/P INTEREST								
61-810-6-5782-00	S	0.00 0.00	24,485.00 24,384.00	21,813.00 21,702.40	19,039.00	19,039.00	19,039.00	12.72-
Control Total								
		0.00 0.00	1,748,269.00 1,871,125.21	1,838,035.00 1,548,703.56	1,542,954.00	1,432,736.00	1,434,685.00	21.94-