Public Works – Overview, Goals, and Objectives

Overview

Nags Public Works consists of six divisions: Administration, Public Facilities Maintenance, Fleet Maintenance, and Sanitation, which are discussed below, and Water Operations and Water Distribution, which are discussed in the Water Fund section of this budget. A seventh division, Storm water Management, has a separate operating budget but no assigned personnel.

Public Works Administration provides departmental coordination, technical assistance, and support for the Department. Administration also manages citizen complaints; oversees budget preparation; generates all contracts and monitors the contract approval process; provides expenditure control; coordinates the expansion of the Town's waste diversion efforts; conducts studies and prepares reports; manages record keeping; provides coordination of personnel evaluation, discipline, safety, training and outfitting; and acts as a liaison to other departments.

Public Facilities Maintenance Division

Public Facilities Maintenance maintains the overall appearance and cleanliness of the Town's facilities and grounds and provides efficient, cost-effective general maintenance and repair of Town-maintained streets and rights-of-way. Additional responsibilities include asphalt and concrete repairs, roadway sweeping, multi-use path maintenance, street sign installation, specialty street pavement markings, storm drainage installation and maintenance, right-of-way mowing, vegetation trimming and removal, and hauling and grading as needed.

Fleet Maintenance Division

Fleet Maintenance maintains, repairs, and services all Town vehicles and heavy equipment. Efficient, cost-effective maintenance of this equipment is essential to providing uninterrupted service. The Division also performs preventive maintenance through careful operation, timely servicing, systematic inspection, and detection/correction of potential equipment problems before major breakdowns occur. Successful equipment maintenance allows the departments to carry out their duties in a timely and cost-effective manner. In recent years, major vehicle rehabilitation to increase service years has been successfully added to their responsibilities.

Sanitation Division

Sanitation collects commercial and residential refuse (including bulk and brush) in addition to providing vegetative debris chipping and mulching. Recycling is also managed through Sanitation.

Goals

- Develop environmentally sensitive solutions to facilities, streets, right-of-way, multi-use path and grounds maintenance problems, while maintaining a fiscally responsible focus. (BOC Goals 2, 3, 4 and 5)
- Promote maintenance and development of livable, well-maintained neighborhoods through roadway, right-of-way and multi-use path maintenance that increases traffic safety, bicycle, pedestrian and wheelchair access, and meets infrastructure needs. Seek grant funds where available for access improvements and expansions. (BOC Goals 1, 3, 4, 5 and 6)
- Involve the public in decision-making which balances residential, tourism and business needs, is fiscally responsible and results in projects which are supportive of community needs and the Land Use Plan. (BOC Goals 3, 4, 5 and 6)
- Continually improve customer service and communications. (BOC Goals 1, 4 and 6)

Objectives and Related Performance Indicators

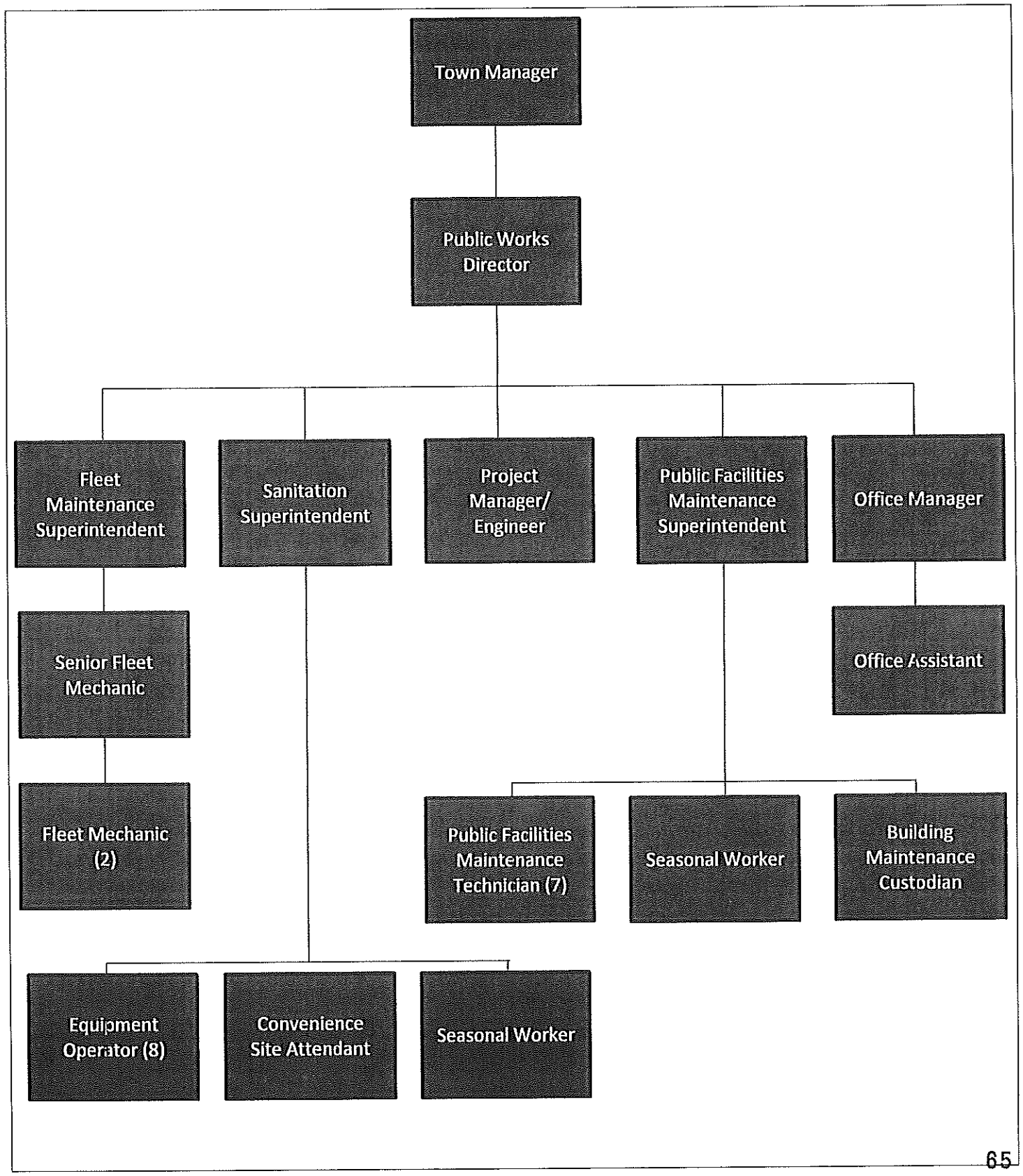
- **Objective** - Improve public access through facility expansion, or replacement.
  Performance Indicators –
  1. Auto CAD CIVIL 3D software for the Project Coordinator which includes Modules for Storm water Management Design, Transportation Design Sanitary Sewer Design & Pressure Pipe network Analysis.
  2. To divide the north side of the Administrative Services wing of Town Hall into four offices.
  3. To have the Town Engineer evaluate the Bonnett Street Bath House for its structural integrity and longevity.

Continued on next page

4. To purchase a Stadium Vac Litter Machine
5. To construct a parking lot at Islington Street Beach Access.
6. To construct a parking lot and dune walk over at the Jacob Street Beach Access.
7. To Demolish the Bonnett Street Bath House and replace it with a 24x24 shed to store Ocean Rescue four wheelers and other various types of equipment.

- **Objective** - Improve neighborhood drainage infrastructure through maintenance, or new construction, where appropriate.
  Performance Indicators -
  1. Develop detailed plans and cost estimates for drainage infrastructure improvements along Lookout Road and Cutty Sark Lane in Northridge.
  2. Develop an updated Stormwater CIP, emphasizing neighborhood projects, and cost effectiveness.
- **Objective** - Maintain certifications, licenses and training requirements for Department staff and utilize professional services in order to maximize Department capabilities within current staffing levels and budget.
  Performance Indicators –
  1. Ensure that all Public Works employees have completed the required NIMS training courses.
  2. All Facilities Maintenance, Maintenance Garage, Water Operations and Water Distribution certifications are current and required relevant training hours are completed.
  3. Send newly hired Water Services Technician to school and to sit for the Grad "C" Water Distribution license.

Public Works
Recommended Organization and Staffing



Public Works – Budget Highlights

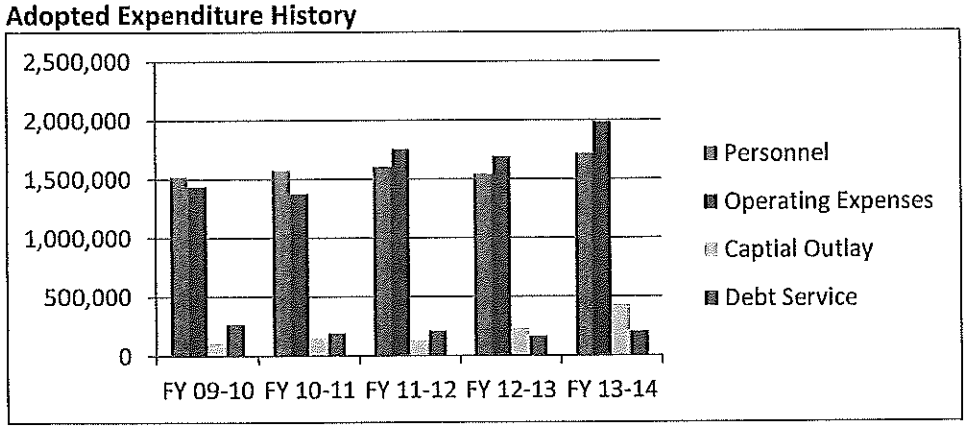
Highlights

- Public Works Administration capital outlay funds of $5,425 are included to purchase AutoCad engineering software.
- Facilities Maintenance capital outlay includes $40,000 to install offices at Town Hall and $86,500 to add parking to the Islington beach access. Additionally, $59,296 is included for registration and first year financing to replace two vehicles and to purchase a stadium vacuum attachment.
- Funding of $264,582 is included in Public Facilities Maintenance for extending the west side multi use path from Villa Dunes Drive south to W. Windjammer Road.
- Sanitation capital outlay includes $97,705 for first year financing and registration fees to replace a garbage truck trailer and a dumpster truck and to replace an all terrain vehicle for cart roll back services.
- Funds of $24,000 are included to install sand fencing along the oceanfront.
- State Street Aid capital outlay in the amount of $140,700 is proposed for street paving.

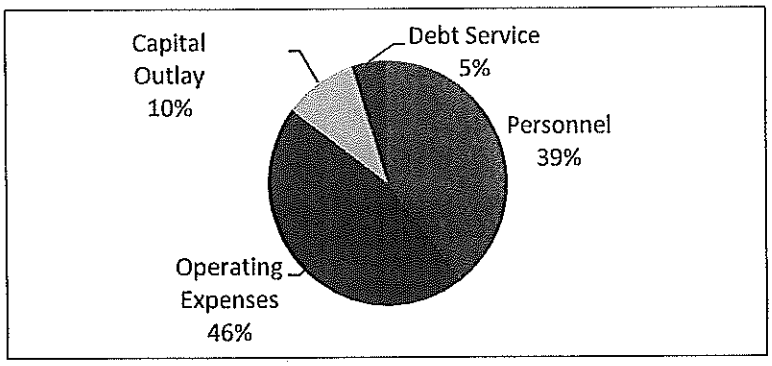
Expenditures by Function

		FY 2012-2013 Adopted		FY 2013-2014 Recommended	Percent Change
Personnel Services	$	1,546,406	$	1,719,089	11.17%
Operating Expenses	$	1,693,842	$	1,988,141	17.37%
Capital Outlay	$	228,946	$	429,626	87.65%
Debt Service	$	168,296	$	208,204	23.71%
Total	$	3,637,490	$	4,345,060	19.45%

Adopted Expenditure History



Recommended Fiscal Year 2013-2014 Expenditures by Function



Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-500-3-0000-00		PUBLIC WORKS ADMINISTRATION						
PUBLIC WORKS ADMINISTRATION 4-10-500-3-0000-00	C							
SALARIES/WAGES - REGULAR 4-10-500-3-5102-00	S	0.00 0.00	266,144.00 267,134.47	209,471.00 159,955.24	261,629.00	261,629.00	_____	0.00
SALARIES - LONGEVITY PAY 4-10-500-3-5102-01	S	0.00 0.00	12,186.00 12,183.55	9,417.00 6,912.33	9,907.00	9,907.00	_____	0.00
SALARIES/WAGES - PARTTIME 4-10-500-3-5103-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
OVERTIME PAY 4-10-500-3-5104-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
HOLIDAY PAY 4-10-500-3-5105-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
FICA TAX 4-10-500-3-5206-00	S	0.00 0.00	21,297.00 20,424.95	16,746.00 12,126.52	20,773.00	20,773.00	_____	0.00
GROUP HEALTH INSURANCE 4-10-500-3-5207-00	S	0.00 0.00	44,961.00 44,737.06	43,621.00 33,733.12	54,510.00	54,042.00	_____	0.00
RETIREES GROUP HEALTH INSUR 4-10-500-3-5207-01	S	0.00 0.00	25,291.00 25,126.38	29,414.00 22,969.24	21,782.00	21,721.00	_____	0.00
EMPLOYEE DENTAL 4-10-500-3-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE LIFE 4-10-500-3-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RETIREMENT 4-10-500-3-5208-00	S	0.00 0.00	19,372.00 19,410.43	12,919.00 11,367.38	19,198.00	19,198.00	_____	0.00
401 K 4-10-500-3-5210-00	S	0.00 0.00	2,786.00 2,789.09	4,025.00 1,686.33	2,715.00	2,715.00	_____	0.00

CLASS: 4-10-500-3-0000-00 PUBLIC WORKS ADMINISTRATION

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
STORM DAMAGES/REPAIRS/COSTS 4-10-500-3-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TRAINING 4-10-500-3-5320-00	S	0.00 0.00	200.00 200.00	400.00 155.95	1,600.00	1,600.00	_____	0.00
COMPUTER TRAINING 4-10-500-3-5320-01	S	0.00 0.00	0.00 0.00	0.00 0.00	500.00	500.00	_____	0.00
SAFETY TRAINING 4-10-500-3-5320-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
BUILDING/EQUIPMENT RENTAL 4-10-500-3-5321-00	S	0.00 0.00	504.00 249.52	504.00 227.72	504.00	504.00	_____	0.00
TELEPHONE 4-10-500-3-5322-00	S	0.00 0.00	8,882.00 6,252.71	8,882.00 3,685.37	8,882.00	8,882.00	_____	0.00
PUBLIC WORKS CELL PHONE STIPEND 4-10-500-3-5322-01	S	0.00 0.00	0.00 0.00	0.00 1,230.00	480.00	480.00	_____	0.00
UTILITIES 4-10-500-3-5323-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TRAVEL 4-10-500-3-5324-00	S	0.00 0.00	260.00 0.00	0.00 0.00	3,200.00	3,200.00	_____	0.00
POSTAGE 4-10-500-3-5325-00	S	0.00 0.00	300.00 337.36	300.00 82.61	300.00	300.00	_____	0.00
ADVERTISING 4-10-500-3-5326-00	S	0.00 0.00	100.00 186.00	300.00 80.40	600.00	600.00	_____	0.00
PRINTING 4-10-500-3-5327-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
FUEL COSTS 4-10-500-3-5431-00	S	0.00 0.00	6,719.00 6,024.43	5,932.00 3,043.51	7,000.00	7,000.00	_____	0.00

CLASS: 4-10-500-3-0000-00 PUBLIC WORKS ADMINISTRATION

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
DEPARTMENT SUPPLIES 4-10-500-3-5433-00	S	0.00 0.00	2,400.00 2,403.12	2,200.00 2,208.14	9,145.00	9,145.00	_____	0.00
OTHER SUPPLIES 4-10-500-3-5434-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
OTHER SUPPLIES - COMPUTER 4-10-500-3-5434-05	S	0.00 0.00	1,076.00 1,076.07	880.00 879.55	_____	_____	_____	0.00
MAINT/REPAIR BUILDINGS 4-10-500-3-5435-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR EQUIPMENT 4-10-500-3-5436-00	S	0.00 0.00	150.00 68.28	150.00 5.39	_____	_____	_____	0.00
MAINT/REPAIR COMPUTER EQUIP. 4-10-500-3-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
VEHICLE MAINTENANCE 4-10-500-3-5437-00	S	0.00 0.00	1,540.00 1,513.33	1,900.00 1,970.08	2,000.00	2,000.00	_____	0.00
VEHICLE REPAIRS 4-10-500-3-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
UNIFORMS 4-10-500-3-5439-00	S	0.00 0.00	620.00 567.45	420.00 347.12	500.00	500.00	_____	0.00
PROFESSIONAL FEES 4-10-500-3-5440-00	S	0.00 0.00	346.00 433.49	1,454.00 741.22	4,544.00	4,544.00	_____	0.00
CONTRACTED SERVICES 4-10-500-3-5445-00	S	0.00 0.00	135,679.00 123,671.44	24,610.00 24,603.20	2,550.00	2,550.00	_____	0.00
DRAINAGE 4-10-500-3-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
PURCHASES FOR RESALE 4-10-500-3-5448-00	S	0.00 0.00	32,285.00 41,119.36	49,426.00 40,511.66	50,240.00	50,240.00	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-500-3-0000-00		PUBLIC WORKS ADMINISTRATION						
DUES AND SUBSCRIPTIONS 4-10-500-3-5553-00	S	0.00 0.00	849.00 849.00	849.00 788.00	2,295.00	2,295.00	_____	0.00
INSURANCE 4-10-500-3-5554-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
COST REIMBURSEMENT 4-10-500-3-5699-00	S	0.00 0.00	142,965.00- 142,965.00-	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY LAND 4-10-500-3-5771-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUILDINGS 4-10-500-3-5772-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY OTHER 4-10-500-3-5773-00	S	0.00 0.00	0.00 0.00	0.00 0.00	5,425.00	5,425.00	_____	0.00
CAPITAL OUTLAY EQUIPMENT 4-10-500-3-5774-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUDGETARY 4-10-500-3-5774-33	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
L/P PRINCIPAL 4-10-500-3-5781-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
L/P INTEREST 4-10-500-3-5782-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
Control Total		0.00 0.00	440,982.00 433,792.49	423,820.00 329,310.08	490,279.00	489,750.00	0.00	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-530-4-0000-00		PUBLIC WORKS FACILTIES MAINT						
PUBLIC WORKS FACILTIES MAINT 4-10-530-4-0000-00	C							
SALARIES/WAGES - REGULAR 4-10-530-4-5102-00	S	0.00 0.00	285,819.00 290,973.28	342,239.00 265,451.66	342,520.00	342,520.00	_____	0.00
SALARIES - LONGEVITY PAY 4-10-530-4-5102-01	S	0.00 0.00	12,215.00 12,214.86	12,215.00 10,193.83	13,335.00	13,335.00	_____	0.00
SALARIES/WAGES - PARTTIME 4-10-530-4-5103-00	S	0.00 0.00	11,815.00 8,882.86	13,500.00 9,202.14	13,700.00	13,700.00	_____	0.00
OVERTIME PAY 4-10-530-4-5104-00	S	0.00 0.00	1,184.00 977.64	1,055.00 1,053.17	2,800.00	2,800.00	_____	0.00
HOLIDAY PAY 4-10-530-4-5105-00	S	0.00 0.00	1,733.00 1,448.60	2,430.00 1,279.75	2,730.00	2,730.00	_____	0.00
FICA TAX 4-10-530-4-5206-00	S	0.00 0.00	24,287.00 22,339.94	28,367.00 21,093.99	28,695.00	28,695.00	_____	0.00
GROUP HEALTH INSURANCE 4-10-530-4-5207-00	S	0.00 0.00	64,091.00 63,962.48	80,085.00 59,535.56	80,288.00	80,193.00	_____	0.00
RETIREES GROUP HEALTH INSUR 4-10-530-4-5207-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE DENTAL 4-10-530-4-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE LIFE 4-10-530-4-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RETIREMENT 4-10-530-4-5208-00	S	0.00 0.00	20,742.00 21,225.77	24,083.00 18,764.78	25,550.00	25,550.00	_____	0.00
401 K 4-10-530-4-5210-00	S	0.00 0.00	2,996.00 3,045.11	3,574.00 2,783.97	3,615.00	3,615.00	_____	0.00

CLASS: 4-10-530-4-0000-00 PUBLIC WORKS FACILTIES MAINT

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
TRAINING 4-10-530-4-5320-00	S	0.00 0.00	477.00 185.00	995.00 544.00	1,080.00	1,080.00	_____	0.00
BUILDING/EQUIPMENT RENTAL 4-10-530-4-5321-00	S	0.00 0.00	0.00 0.00	350.00 0.00	350.00	350.00	_____	0.00
** New Account Number ** 4-10-530-4-5322-01	S	0.00 0.00	0.00 0.00	0.00 0.00	420.00	1,860.00	_____	0.00
UTILITIES 4-10-530-4-5323-00	S	0.00 0.00	175,000.00 166,461.03	170,500.00 141,681.73	184,770.00	170,500.00	_____	0.00
TRAVEL 4-10-530-4-5324-00	S	0.00 0.00	1,060.00 572.04	1,150.00 102.00	1,500.00	1,500.00	_____	0.00
ADVERTISING 4-10-530-4-5326-00	S	0.00 0.00	100.00 0.00	100.00 249.20	_____	_____	_____	0.00
FUEL COSTS 4-10-530-4-5431-00	S	0.00 0.00	22,000.00 22,296.83	26,004.00 19,564.87	33,370.00	26,004.00	_____	0.00
STREET SUPPLIES 4-10-530-4-5432-00	S	0.00 0.00	1,324.00 0.00	0.00 0.00	_____	_____	_____	0.00
DEPARTMENT SUPPLIES 4-10-530-4-5433-00	S	0.00 702.56	15,447.44 15,126.56	16,850.00 12,623.61	22,750.00	18,000.00	_____	0.00
NEIGHBORHOOD BEAUTIFICATION 4-10-530-4-5433-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DEPARTMENT SUPPLIES BUILDING 4-10-530-4-5433-02	S	0.00 0.00	0.00 30.47	0.00 0.00	_____	_____	_____	0.00
OTHER SUPPLIES 4-10-530-4-5434-00	S	0.00 0.00	15,000.00 14,715.45	17,440.00 14,060.29	20,568.00	17,000.00	_____	0.00
OTHER SUPPLIES JANITORIAL 4-10-530-4-5434-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

CLASS: 4-10-530-4-0000-00 PUBLIC WORKS FACILTIES MAINT

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
OTHER SUPPLIES - COMPUTER 4-10-530-4-5434-05	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR BUILDINGS 4-10-530-4-5435-00	S	0.00 0.00	101,745.00 102,243.53	52,400.00 41,552.79	39,210.00	37,000.00	_____	0.00
MAINT/REPAIR BLDGS - OBMC 4-10-530-4-5435-01	S	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00	_____	_____	0.00
M/R WINDMILL PT 4-10-530-4-5435-02	S	0.00 0.00	0.00 881.55-	0.00 6,351.95-	_____	_____	_____	0.00
MAINT/REPAIR EQUIPMENT 4-10-530-4-5436-00	S	0.00 0.00	34,191.00 31,905.74	32,500.00 24,827.63	67,197.00	50,000.00	_____	0.00
MAINT/REPAIR COMPUTER EQUIP. 4-10-530-4-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR HEAVY EQUIPMENT 4-10-530-4-5436-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
VEHICLE MAINTENANCE 4-10-530-4-5437-00	S	0.00 0.00	8,875.00 6,310.18	9,530.00 3,462.34	11,030.00	10,000.00	_____	0.00
VEHICLE REPAIRS 4-10-530-4-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR OTHER 4-10-530-4-5438-00	S	0.00 0.00	83,400.00 78,021.04	65,000.00 46,486.76	70,000.00	70,000.00	_____	0.00
UNIFORMS 4-10-530-4-5439-00	S	0.00 0.00	3,270.00 3,259.10	3,270.00 1,084.14	5,300.00	5,300.00	_____	0.00
PROFESSIONAL FEES 4-10-530-4-5440-00	S	0.00 0.00	6,018.00 6,047.50	3,000.00 1,983.72	5,840.00	20,547.00	_____	0.00
SIGNS 4-10-530-4-5443-00	S	0.00 0.00	19,260.00 8,212.62	10,010.00 9,762.99	11,000.00	11,000.00	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-530-4-0000-00		PUBLIC WORKS FACILTIES MAINT						
SPECIAL PROJECTS EMERG BERM 4-10-530-4-5444-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS SURFSIDE ROAD 4-10-530-4-5444-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS-BEACH ACCESS 4-10-530-4-5444-03	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS SAND FENCING 4-10-530-4-5444-04	S	0.00 0.00	49,463.00 49,458.60	48,000.00 48,202.25	24,000.00	24,000.00	_____	0.00
SPECIAL PROJECTS STREET REPAIR 4-10-530-4-5444-05	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS SAND PLACEMEN 4-10-530-4-5444-06	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS BULKHEAD REP 4-10-530-4-5444-07	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SPECIAL PROJECTS LIGHTING 4-10-530-4-5444-08	S	0.00 0.00	4,656.00 4,010.85	0.00 0.00	_____	_____	_____	0.00
CONTRACTED SERVICES 4-10-530-4-5445-00	S	0.00 0.00	55,104.00 46,991.27	152,136.00 125,857.65	59,209.00	59,209.00	_____	0.00
CONT SERVICES MAINT AGREEMENTS 4-10-530-4-5445-36	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DRAINAGE 4-10-530-4-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
BEACH DRIVING REGULATION 4-10-530-4-5447-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DUES AND SUBSCRIPTIONS 4-10-530-4-5553-00	S	0.00 0.00	110.00 50.00	110.00 100.00	110.00	110.00	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-530-4-0000-00		PUBLIC WORKS FACILTIES MAINT						
WHALEBONE PARK 4-10-530-4-5661-00	S	0.00 0.00	325,000.00 240,425.50	159,975.00 159,975.00	_____	_____	_____	0.00
DCM GRANT - ALBATROSS 4-10-530-4-5661-08	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DCM GRANT - BARNES 4-10-530-4-5661-09	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
GRANT MULTI USE PATH 4-10-530-4-5662-00	S	0.00 0.00	145,000.00 125,434.90	185,000.00 172,188.55	264,582.00	264,582.00	_____	0.00
COST REIMBURSEMENT 4-10-530-4-5699-00	S	0.00 0.00	50,112.00- 50,112.00-	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY LAND 4-10-530-4-5771-00	S	0.00 0.00	5,312.00 5,312.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUILDINGS 4-10-530-4-5772-00	S	0.00 0.00	7,000.00 6,036.59	0.00 0.00	_____	40,000.00	_____	0.00
CAPITAL OUTLAY OTHER 4-10-530-4-5773-00	S	0.00 0.00	0.00 0.00	58,000.00 57,400.00	_____	86,500.00	_____	0.00
CAPITAL OUTLAY EQUIPMENT 4-10-530-4-5774-00	S	0.00 0.00	0.00 0.00	161,798.00 154,324.67	204,000.00	59,296.00	_____	0.00
CAPITAL OUTLAY BUDGETARY 4-10-530-4-5774-33	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
L/P PRINCIPAL 4-10-530-4-5781-00	S	0.00 0.00	56,198.00 56,198.27	82,033.00 50,000.00	77,329.00	77,329.00	_____	0.00
L/P INTEREST 4-10-530-4-5782-00	S	0.00 0.00	13,358.00 13,351.39	11,310.00 11,310.00	13,457.00	13,457.00	_____	0.00
Control Total		0.00 702.56	1,523,138.44 1,376,733.45	1,775,009.00 1,480,351.09	1,635,305.00	1,577,762.00	0.00	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-555-3-0000-00		PUBLC WORKS MAINTENANCE GARAGE						
PUBLC WORKS MAINTENANCE GARAGE 4-10-555-3-0000-00	C							
SALARIES/WAGES - REGULAR 4-10-555-3-5102-00	S	0.00 0.00	182,260.00 179,583.35	186,036.00 121,961.44	185,896.00	185,896.00	_____	0.00
SALARIES - LONGEVITY PAY 4-10-555-3-5102-01	S	0.00 0.00	6,852.00 6,849.37	6,850.00 6,986.30	6,986.00	6,986.00	_____	0.00
SALARIES/WAGES - PARTTIME 4-10-555-3-5103-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
OVERTIME PAY 4-10-555-3-5104-00	S	0.00 0.00	1,498.00 0.00	1,469.00 18.96	800.00	800.00	_____	0.00
HOLIDAY PAY 4-10-555-3-5105-00	S	0.00 0.00	643.00 0.00	630.00 94.82	630.00	630.00	_____	0.00
FICA TAX 4-10-555-3-5206-00	S	0.00 0.00	14,633.00 14,550.29	14,919.00 9,523.82	14,865.00	14,865.00	_____	0.00
GROUP HEALTH INSURANCE 4-10-555-3-5207-00	S	0.00 0.00	36,578.00 35,508.20	38,262.00 32,874.30	40,398.00	40,498.00	_____	0.00
RETIREES GROUP HEALTH INSUR 4-10-555-3-5207-01	S	0.00 0.00	8,430.00 8,299.01	10,383.00 5,848.30	10,891.00	10,860.00	_____	0.00
EMPLOYEE DENTAL 4-10-555-3-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE LIFE 4-10-555-3-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RETIREMENT 4-10-555-3-5208-00	S	0.00 0.00	13,312.00 12,974.09	13,142.00 8,717.57	13,739.00	13,739.00	_____	0.00
401 K 4-10-555-3-5210-00	S	0.00 0.00	1,913.00 1,861.57	1,952.00 1,293.41	1,944.00	1,944.00	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-555-3-0000-00		PUBLC WORKS MAINTENANCE GARAGE						
STORM DAMAGES/REPAIRS/COSTS 4-10-555-3-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TRAINING 4-10-555-3-5320-00	S	0.00 0.00	3,020.00 139.00	1,637.00 674.80	4,699.00	4,699.00	_____	0.00
COMPUTER TRAINING 4-10-555-3-5320-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SAFETY TRAINING 4-10-555-3-5320-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
BUILDING/EQUIPMENT RENTAL 4-10-555-3-5321-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TELEPHONE 4-10-555-3-5322-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TRAVEL 4-10-555-3-5324-00	S	0.00 0.00	1,025.00 0.00	1,550.00 0.00	1,750.00	1,750.00	_____	0.00
POSTAGE 4-10-555-3-5325-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
ADVERTISING 4-10-555-3-5326-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
PRINTING 4-10-555-3-5327-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
FUEL COSTS 4-10-555-3-5431-00	S	0.00 0.00	2,000.00 1,060.75	2,000.00 680.68	2,000.00	2,000.00	_____	0.00
STREET SUPPLIES 4-10-555-3-5432-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DEPARTMENT SUPPLIES 4-10-555-3-5433-00	S	0.00 0.00	11,350.00 11,172.86	10,665.00 9,640.25	12,750.00	12,750.00	_____	0.00

CLASS: 4-10-555-3-0000-00 PUBLC WORKS MAINTENANCE GARAGE

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
OTHER SUPPLIES 4-10-555-3-5434-00	S	0.00 0.00	9,895.00 8,414.05	9,395.00 5,664.55	12,895.00	12,895.00	_____	0.00
OTHER SUPPLIES - COMPUTER 4-10-555-3-5434-05	S	0.00 0.00	0.00 0.00	880.00 879.55	_____	_____	_____	0.00
MAINT/REPAIR BUILDINGS 4-10-555-3-5435-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR EQUIPMENT 4-10-555-3-5436-00	S	0.00 0.00	2,000.00 1,246.62	3,000.00 2,280.11	3,750.00	3,750.00	_____	0.00
MAINT/REPAIR COMPUTER EQUIP. 4-10-555-3-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
VEHICLE MAINTENANCE 4-10-555-3-5437-00	S	0.00 0.00	1,000.00 181.41	1,000.00 259.05	1,750.00	1,750.00	_____	0.00
VEHICLE REPAIRS 4-10-555-3-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
UNIFORMS 4-10-555-3-5439-00	S	0.00 0.00	2,000.00 1,719.33	1,600.00 1,371.99	2,400.00	2,400.00	_____	0.00
PROFESSIONAL FEES 4-10-555-3-5440-00	S	0.00 0.00	1,000.00 0.00	1,000.00 0.00	1,500.00	1,500.00	_____	0.00
CONTRACTED SERVICES 4-10-555-3-5445-00	S	0.00 0.00	1,656.00 964.00	1,656.00 1,603.03	2,176.00	2,176.00	_____	0.00
DRAINAGE 4-10-555-3-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
PURCHASES FOR RESALE 4-10-555-3-5448-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
DUES AND SUBSCRIPTIONS 4-10-555-3-5553-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-555-3-0000-00		PUBLC WORKS MAINTENANCE GARAGE						
INSURANCE 4-10-555-3-5554-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
COST REIMBURSEMENT 4-10-555-3-5699-00	S	0.00 0.00	8,760.00- 8,760.00-	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY LAND 4-10-555-3-5771-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUILDINGS 4-10-555-3-5772-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY OTHER 4-10-555-3-5773-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY EQUIPMENT 4-10-555-3-5774-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUDGETARY 4-10-555-3-5774-33	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
L/P PRINCIPAL 4-10-555-3-5781-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
L/P INTEREST 4-10-555-3-5782-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
Control Total		0.00 0.00	292,305.00 275,763.90	308,026.00 210,372.93	321,819.00	321,888.00	0.00	0.00

TOWN OF NAGS HEAD
Budget/Revenue Preparation Worksheet

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-570-4-0000-00		P/W STATE STREET AID						
P/W STATE STREET AID 4-10-570-4-0000-00	C							
STREET SUPPLIES 4-10-570-4-5432-00	S	0.00 0.00	20,000.00 16,252.16	17,750.00 22,099.87	26,150.00	26,150.00	_____	0.00
MAINT/REPAIR OTHER 4-10-570-4-5438-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY OTHER 4-10-570-4-5773-00	S	0.00 0.00	97,000.00 73,710.00	97,000.00 2,595.64	140,700.00	140,700.00	_____	0.00
Control Total		0.00 0.00	117,000.00 89,962.16	114,750.00 24,695.51	166,850.00	166,850.00	0.00	0.00

Description Budget Account Number CLASS: 4-10-580-5-0000-00		2011 Approp Actual PUBLIC WORKS SANITATION	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
PUBLIC WORKS SANITATION 4-10-580-5-0000-00	C							
SALARIES/WAGES - REGULAR 4-10-580-5-5102-00	S	0.00 0.00	340,618.00 341,916.53	337,583.00 272,756.82	339,079.00	339,079.00	_____	0.00
SALARIES - LONGEVITY PAY 4-10-580-5-5102-01	S	0.00 0.00	12,930.00 14,326.42	10,690.00 10,686.69	11,388.00	11,388.00	_____	0.00
SALARIES/WAGES - PARTTIME 4-10-580-5-5103-00	S	0.00 0.00	31,980.00 32,874.17	23,800.00 16,150.00	23,690.00	23,690.00	_____	0.00
OVERTIME PAY 4-10-580-5-5104-00	S	0.00 0.00	4,385.00 2,942.43	4,600.00 3,466.12	3,500.00	3,500.00	_____	0.00
HOLIDAY PAY 4-10-580-5-5105-00	S	0.00 0.00	7,392.00 7,262.04	10,530.00 7,171.30	8,000.00	8,000.00	_____	0.00
FICA TAX 4-10-580-5-5206-00	S	0.00 0.00	29,906.00 27,936.20	29,470.00 22,610.68	29,503.00	29,503.00	_____	0.00
GROUP HEALTH INSURANCE 4-10-580-5-5207-00	S	0.00 0.00	82,681.00 80,443.61	89,729.00 64,202.10	85,069.00	84,516.00	_____	0.00
RETIREES GROUP HEALTH INSUR 4-10-580-5-5207-01	S	0.00 0.00	8,430.00 8,299.01	10,383.00 8,203.30	10,891.00	10,860.00	_____	0.00
EMPLOYEE DENTAL 4-10-580-5-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE LIFE 4-10-580-5-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RETIREMENT 4-10-580-5-5208-00	S	0.00 0.00	25,360.00 23,619.03	24,359.00 19,753.56	25,592.00	25,592.00	_____	0.00
401 K 4-10-580-5-5210-00	S	0.00 0.00	3,647.00 3,650.09	3,616.00 2,931.10	3,620.00	3,620.00	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-580-5-0000-00		PUBLIC WORKS SANITATION						
STORM DAMAGES/REPAIRS/COSTS 4-10-580-5-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
TRAINING 4-10-580-5-5320-00	S	0.00 0.00	0.00 0.00	0.00 0.00	500.00	500.00		0.00
COMPUTER TRAINING 4-10-580-5-5320-01	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
SAFETY TRAINING 4-10-580-5-5320-02	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
BUILDING/EQUIPMENT RENTAL 4-10-580-5-5321-00	S	0.00 0.00	1,029.00 1,028.50	0.00 0.00				0.00
TELEPHONE 4-10-580-5-5322-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
TELEPHONE- CELL PHONE STIPEND 4-10-580-5-5322-01	S	0.00 0.00	0.00 0.00	0.00 0.00	2,520.00	2,520.00		0.00
TRAVEL 4-10-580-5-5324-00	S	0.00 0.00	0.00 0.00	0.00 0.00	750.00	750.00		0.00
POSTAGE 4-10-580-5-5325-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
ADVERTISING 4-10-580-5-5326-00	S	0.00 0.00	500.00 193.44	500.00 411.59	500.00	500.00		0.00
PRINTING 4-10-580-5-5327-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00
FUEL COSTS 4-10-580-5-5431-00	S	0.00 0.00	128,000.00 129,841.12	152,290.00 92,081.40	157,500.00	150,000.00		0.00
STREET SUPPLIES 4-10-580-5-5432-00	S	0.00 0.00	0.00 0.00	0.00 0.00				0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-580-5-0000-00		PUBLIC WORKS SANITATION						
DEPARTMENT SUPPLIES 4-10-580-5-5433-00	S	0.00 0.00	24,675.00 24,246.30	26,150.00 26,076.15	47,329.00	30,000.00	_____	0.00
OTHER SUPPLIES 4-10-580-5-5434-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
OTHER SUPPLIES - COMPUTER 4-10-580-5-5434-05	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR BUILDINGS 4-10-580-5-5435-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR EQUIPMENT 4-10-580-5-5436-00	S	0.00 0.00	7,600.00 3,774.61	6,500.00 6,348.12	13,140.00	10,000.00	_____	0.00
MAINT/REPAIR COMPUTER EQUIP. 4-10-580-5-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
VEHICLE MAINTENANCE 4-10-580-5-5437-00	S	0.00 0.00	115,000.00 111,426.71	103,240.00 98,611.89	165,679.00	130,000.00	_____	0.00
VEHICLE REPAIRS 4-10-580-5-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
UNIFORMS 4-10-580-5-5439-00	S	0.00 0.00	4,500.00 3,922.24	3,600.00 1,589.13	4,500.00	4,500.00	_____	0.00
PROFESSIONAL FEES 4-10-580-5-5440-00	S	0.00 0.00	0.00 30.00	0.00 0.00	_____	_____	_____	0.00
CONTRACTED SERVICES 4-10-580-5-5445-00	S	0.00 0.00	10,500.00 9,363.99	17,850.00 13,000.00	23,000.00	20,000.00	_____	0.00
DRAINAGE 4-10-580-5-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
PURCHASES FOR RESALE 4-10-580-5-5448-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-580-5-0000-00		PUBLIC WORKS SANITATION						
RECYCLING								
4-10-580-5-5449-00	S	0.00	6,900.00	5,800.00	8,300.00	24,032.00	_____	0.00
		0.00	6,555.50	5,800.00				
DUES AND SUBSCRIPTIONS								
4-10-580-5-5553-00	S	0.00	250.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
INSURANCE								
4-10-580-5-5554-00	S	0.00	0.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
CAPITAL OUTLAY LAND								
4-10-580-5-5771-00	S	0.00	0.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
CAPITAL OUTLAY BUILDINGS								
4-10-580-5-5772-00	S	0.00	0.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
CAPITAL OUTLAY OTHER								
4-10-580-5-5773-00	S	0.00	0.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
CAPITAL OUTLAY EQUIPMENT								
4-10-580-5-5774-00	S	0.00	114,016.00	152,817.00	393,000.00	97,705.00	_____	0.00
		293,589.00	129,266.00	151,816.00				
CAPITAL OUTLAY BUDGETARY								
4-10-580-5-5774-33	S	0.00	0.00	0.00	_____	_____	_____	0.00
		0.00	0.00	0.00				
L/P PRINCIPAL								
4-10-580-5-5781-00	S	0.00	159,938.00	132,999.00	109,994.00	109,994.00	_____	0.00
		0.00	157,789.06	37,335.03				
L/P INTEREST								
4-10-580-5-5782-00	S	0.00	11,108.00	7,649.00	7,424.00	7,424.00	_____	0.00
		0.00	7,216.70	1,847.17				
Control Total		0.00	1,131,345.00	1,154,155.00	1,474,468.00	1,127,673.00	0.00	0.00
		293,589.00	1,127,923.70	862,848.15				

TOWN OF NAGS HEAD
Budget/Revenue Preparation Worksheet

Description Budget Account Number		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
CLASS: 4-10-585-5-0000-00		SOLID WASTE DISPOSAL						
SOLID WASTE DISPOSAL 4-10-585-5-0000-00	C							
STORM DAMAGES/REPAIRS/COSTS 4-10-585-5-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
TIPPING FEES 4-10-585-5-5428-00	S	0.00 0.00	625,000.00 620,541.08	596,863.00 432,392.05	711,137.00	661,137.00	_____	0.00
Control Total		0.00 0.00	625,000.00 620,541.08	596,863.00 432,392.05	711,137.00	661,137.00	0.00	0.00