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

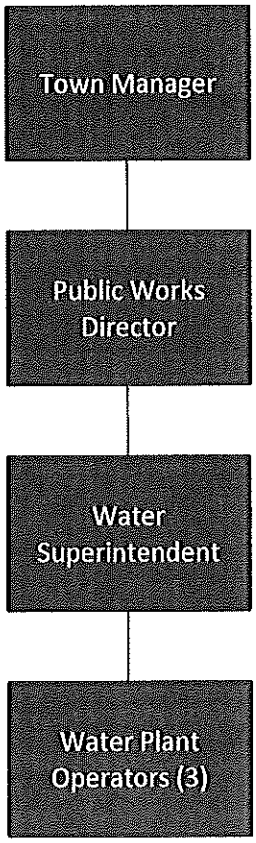
- Provide drinking water and fire flows in quantities and quality that meets, or exceeds, all federal and state standards. (BOC Goals 2, 4 and 5)
- Maintain the town's water treatment and storage system in optimum operating condition and add needed system enhancements as required to meet increasing state 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-Produce 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

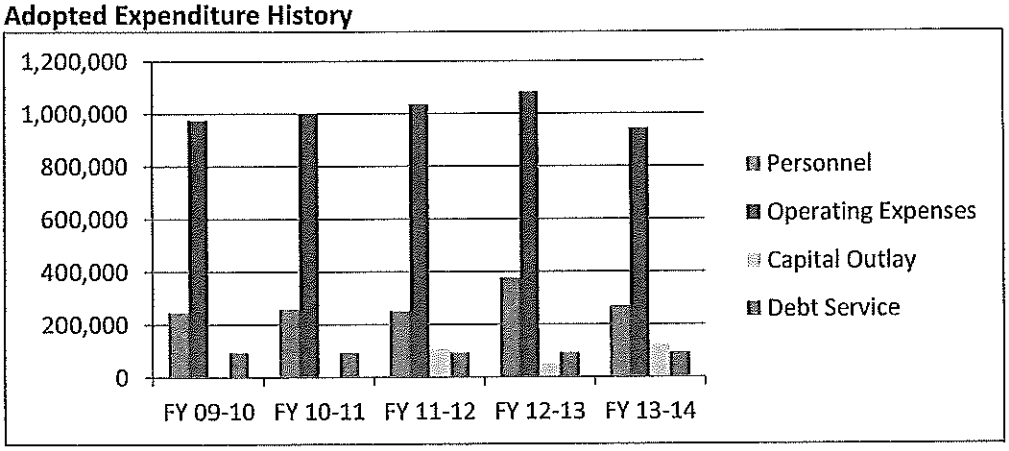
Highlights

- 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.

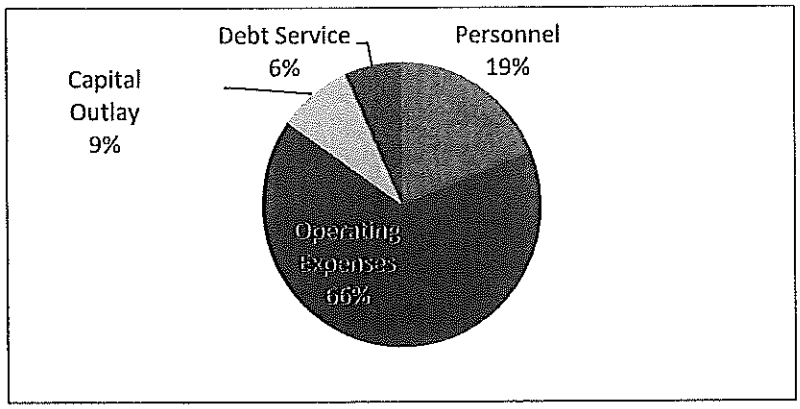
Expenditures by Function

		FY 2012-2013 Adopted		FY 2013-2014 Recommended	Percent Change
Personnel Services	$	378,309	$	270,945	-28.38%
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%
Total	$	1,606,318	$	1,432,736	-10.81%

Adopted Expenditure History



Recommended Fiscal Year 2013-2014 Expenditures by Function



Description Budget Account Number CLASS: 4-61-810-6-0000-00		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
SALARIES/WAGES - REGULAR 4-61-810-6-5102-00	S	0.00 0.00	173,094.00 179,378.30	270,873.00 221,739.95	180,576.00	180,576.00	_____	0.00
SALARIES - LONGEVITY PAY 4-61-810-6-5102-01	S	0.00 0.00	5,402.00 5,400.39	9,731.00 2,873.94	7,492.00	7,492.00	_____	0.00
SALARIES/WAGES - PARTTIME 4-61-810-6-5103-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
OVERTIME PAY 4-61-810-6-5104-00	S	0.00 0.00	2,040.00 0.00	1,500.00 617.03	2,000.00	2,000.00	_____	0.00
HOLIDAY PAY 4-61-810-6-5105-00	S	0.00 0.00	4,896.00 2,300.01	3,600.00 2,032.91	4,800.00	4,800.00	_____	0.00
FICA TAX 4-61-810-6-5206-00	S	0.00 0.00	14,187.00 13,403.93	21,856.00 16,588.71	14,908.00	14,908.00	_____	0.00
GROUP HEALTH INSURANCE 4-61-810-6-5207-00	S	0.00 0.00	41,309.00 40,101.04	54,984.00 42,884.90	45,616.00	45,443.00	_____	0.00
RETIREES GROUP HEALTH INSUR 4-61-810-6-5207-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE DENTAL 4-61-810-6-5207-10	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
EMPLOYEE LIFE 4-61-810-6-5207-20	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RETIREMENT 4-61-810-6-5208-00	S	0.00 0.00	12,906.00 12,639.65	19,256.00 15,303.44	13,777.00	13,777.00	_____	0.00
401 K 4-61-810-6-5210-00	S	0.00 0.00	1,856.00 1,816.68	2,859.00 2,270.42	1,949.00	1,949.00	_____	0.00
STORM DAMAGES/REPAIRS/COSTS 4-61-810-6-5319-99	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

Description Budget Account Number CLASS: 4-61-810-6-0000-00		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
TRAINING 4-61-810-6-5320-00	S	0.00 0.00	715.00 610.45	2,235.00 1,365.00	1,310.00	1,310.00	_____	0.00
COMPUTER TRAINING 4-61-810-6-5320-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
SAFETY TRAINING 4-61-810-6-5320-02	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
BUILDING/EQUIPMENT RENTAL 4-61-810-6-5321-00	S	0.00 0.00	800.00 704.86	680.00 727.72	1,240.00	1,240.00	_____	0.00
TELEPHONE 4-61-810-6-5322-00	S	0.00 0.00	5,188.00 4,070.32	5,556.00 2,935.81	5,484.00	5,484.00	_____	0.00
TELEPHONE- CELL PHONE STIPEND 4-61-810-6-5322-01	S	0.00 0.00	0.00 0.00	0.00 192.50	420.00	420.00	_____	0.00
UTILITIES 4-61-810-6-5323-00	S	0.00 0.00	45,000.00 43,246.81	44,000.00 29,952.69	48,775.00	48,775.00	_____	0.00
TRAVEL 4-61-810-6-5324-00	S	0.00 0.00	1,200.00 377.12	1,505.00 657.96	2,200.00	2,200.00	_____	0.00
POSTAGE 4-61-810-6-5325-00	S	0.00 0.00	2,000.00 1,508.48	2,150.00 1,498.63	5,000.00	5,000.00	_____	0.00
ADVERTISING 4-61-810-6-5326-00	S	0.00 0.00	260.00 66.00	260.00 68.00	260.00	260.00	_____	0.00
PRINTING 4-61-810-6-5327-00	S	0.00 0.00	2,944.00 2,683.90	4,106.00 2,723.90	5,095.00	5,095.00	_____	0.00
FUEL COSTS 4-61-810-6-5431-00	S	0.00 0.00	7,920.00 6,611.77	9,000.00 6,032.72	9,360.00	8,000.00	_____	0.00
STREET SUPPLIES 4-61-810-6-5432-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00

Description Budget Account Number CLASS: 4-61-810-6-0000-00		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
DEPARTMENT SUPPLIES 4-61-810-6-5433-00	S	0.00 0.00	20,668.00 20,493.11	25,500.00 24,065.11	26,774.00	26,774.00	_____	0.00
OTHER SUPPLIES 4-61-810-6-5434-00	S	0.00 0.00	4,897.00 3,458.99	6,400.00 4,970.16	7,225.00	7,225.00	_____	0.00
OTHER SUPPLIES - COMPUTER 4-61-810-6-5434-05	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
MAINT/REPAIR BUILDINGS 4-61-810-6-5435-00	S	0.00 0.00	0.00 0.00	300.00 0.00	16,000.00	1,000.00	_____	0.00
MAINT/REPAIR EQUIPMENT 4-61-810-6-5436-00	S	0.00 0.00	66,019.00 61,408.14	141,400.00 140,774.78	125,200.00	15,200.00	_____	0.00
MAINT/REPAIR COMPUTER EQUIP. 4-61-810-6-5436-01	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
VEHICLE MAINTENANCE 4-61-810-6-5437-00	S	0.00 0.00	1,400.00 963.12	1,400.00 1,326.67	2,000.00	2,000.00	_____	0.00
VEHICLE REPAIRS 4-61-810-6-5437-01	S	0.00 0.00	0.00 0.00	0.00 0.00	500.00	500.00	_____	0.00
UNIFORMS 4-61-810-6-5439-00	S	0.00 0.00	1,600.00 1,423.70	1,600.00 629.46	2,000.00	2,000.00	_____	0.00
PROFESSIONAL FEES 4-61-810-6-5440-00	S	0.00 0.00	6,220.00 4,611.90	9,850.00 5,665.00	10,350.00	8,850.00	_____	0.00
CONTRACTED SERVICES 4-61-810-6-5445-00	S	0.00 0.00	5,640.00 5,514.77	9,000.00 5,515.30	17,660.00	10,000.00	_____	0.00
DRAINAGE 4-61-810-6-5446-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
PURCHASES FOR RESALE 4-61-810-6-5448-00	S	0.00 0.00	825,000.00 701,377.23	790,875.00 475,515.43	811,645.00	791,000.00	_____	0.00

Description Budget Account Number CLASS: 4-61-810-6-0000-00		2011 Approp Actual	2012 Approp Actual	2013 Approp Actual	********** Year 2014 ********** Requested	Admin. Recmnd	Budgeted	%PY
DEPRECIATION EXPENSE 4-61-810-6-5550-00	S	0.00 0.00	0.00 257,414.00	0.00 0.00	_____	_____	_____	0.00
OPEB Funding 4-61-810-6-5552-00	S	0.00 0.00	0.00 11,785.16	0.00 0.00	_____	_____	_____	0.00
DUES AND SUBSCRIPTIONS 4-61-810-6-5553-00	S	0.00 0.00	2,328.00 2,312.36	2,198.00 2,167.36	2,463.00	2,463.00	_____	0.00
INSURANCE 4-61-810-6-5554-00	S	0.00 0.00	56,804.00 49,472.54	61,510.00 52,252.00	_____	_____	_____	0.00
COST REIMBURSEMENT 4-61-810-6-5699-00	S	0.00 0.00	190,077.00 190,077.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY LAND 4-61-810-6-5771-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY BUILDINGS 4-61-810-6-5772-00	S	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
CAPITAL OUTLAY OTHER 4-61-810-6-5773-00	S	0.00 0.00	152,024.00 152,018.87	0.00 0.00	_____	110,000.00	_____	0.00
CAPITAL OUTLAY EQUIPMENT 4-61-810-6-5774-00	S	0.00 0.00	0.00 0.00	50,000.00 46,900.00	77,000.00	13,120.00	_____	0.00
CAPITAL OUTLAY BUDGETARY 4-61-810-6-5774-33	S	0.00 0.00	0.00 0.00	2,900.00 2,881.98	_____	_____	_____	0.00
L/P PRINCIPAL 4-61-810-6-5781-00	S	0.00 0.00	69,390.00 69,490.61	72,061.00 0.00	74,836.00	74,836.00	_____	0.00
L/P INTEREST 4-61-810-6-5782-00	S	0.00 0.00	24,485.00 24,384.00	21,813.00 0.00	19,039.00	19,039.00	_____	0.00
Control Total		0.00 0.00	1,748,269.00 1,871,125.21	1,650,958.00 1,113,129.48	1,542,954.00	1,432,736.00	0.00	0.00