

# ***Public Works – Overview, Goals, and Objectives***

## **Overview**

Nags Head 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.

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 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, right-of-way mowing, vegetation trimming and removal, and hauling and grading as needed.

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 added.

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 fiscal responsibility. (BOC Values 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 for access improvements and expansions. (BOC Values 1, 3, 4, 5 and 6)
- Involve the public in decision-making that balances residential, tourism, and business needs, is fiscally responsible, and results in projects that support community needs and the Town's Land Use Plan. (BOC Values 3, 4, 5 and 6)
- Continually improve customer service and communications. (BOC Values 1, 4 and 6)

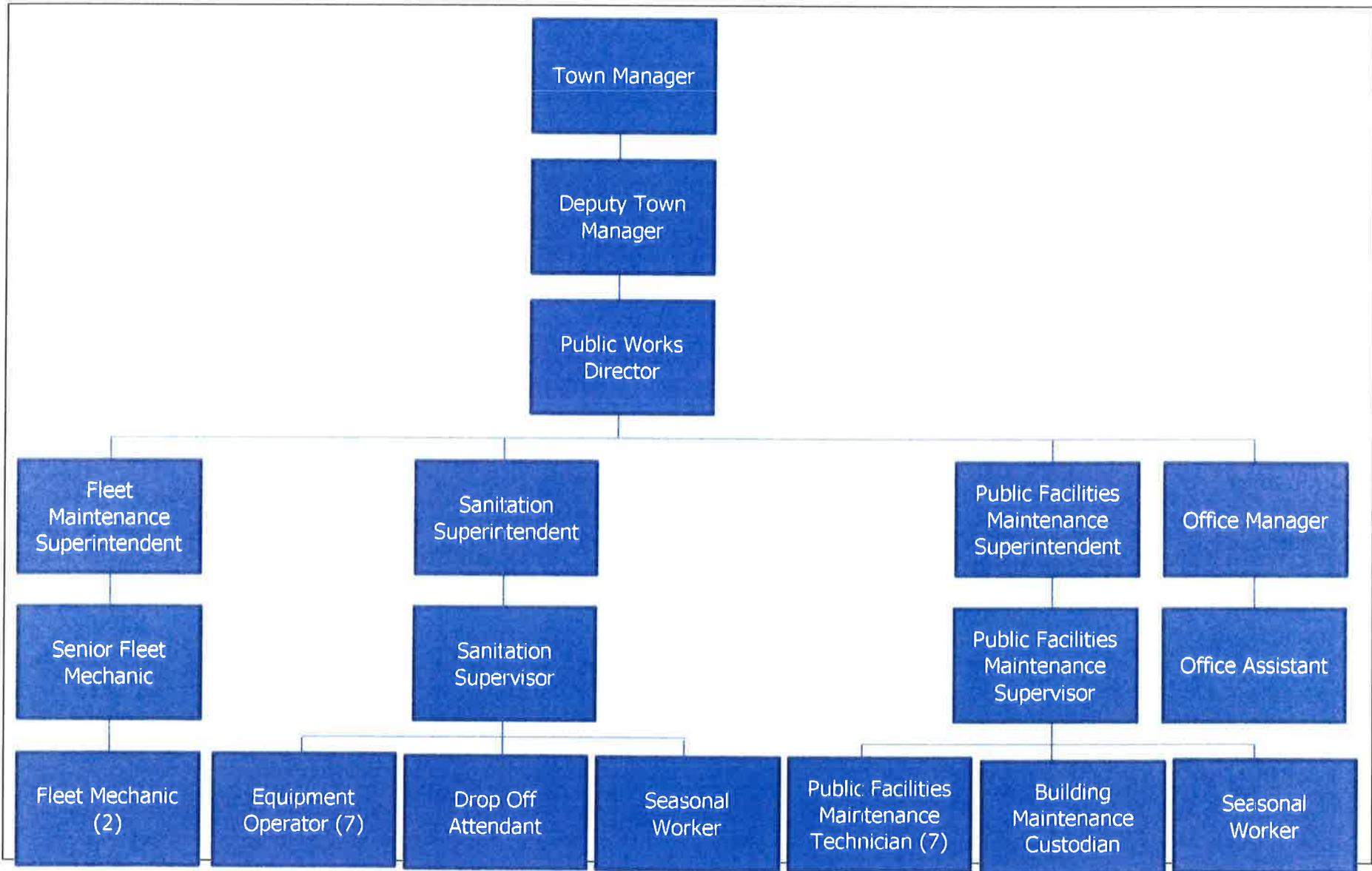
# ***Public Works – Overview, Goals, and Objectives***

## **Objectives and Related Performance Indicators**

- **Objective** - Improve public service offerings through facility expansion and/or replacement.  
**Performance Indicators** –
  1. Plan, organize, and monitor current and future public service offerings.
  
- **Objective** – Maintain fiscal responsibility for the department.  
**Performance Indicators** –
  1. Monitor expenditures in accordance with the budget to ensure cost effective purchasing.
  
- **Objective** - Improve both the quantity and quality of information available to customers while actively pursuing efficiencies in operations.  
**Performance Indicators** -
  1. Continue customer service training and professional staff development.
  2. Improve work flow effectiveness and implement ways to better serve customers through improved technology.
  3. Maintain professional presence at the Public Works front desk to greet callers, citizens, and visitors.
  4. Update policies and procedures to improve the efficiencies of operations.
  5. Continue to inform citizens, visitors and customers any changes to the sanitation schedule.
  
- **Objective** - Maintain certifications, licenses, and training requirements for department staff and utilize professional services to maximize department capabilities within current staffing levels and budget.  
**Performance Indicators** –
  1. Ensure that all Facilities Maintenance, Maintenance Garage, Water Operations, and Water Distribution certifications are current and required training hours are complete.

# ***Public Works***

## ***Adopted Organization and Staffing***



# ***Public Works – Budget Highlights***

## **Highlights**

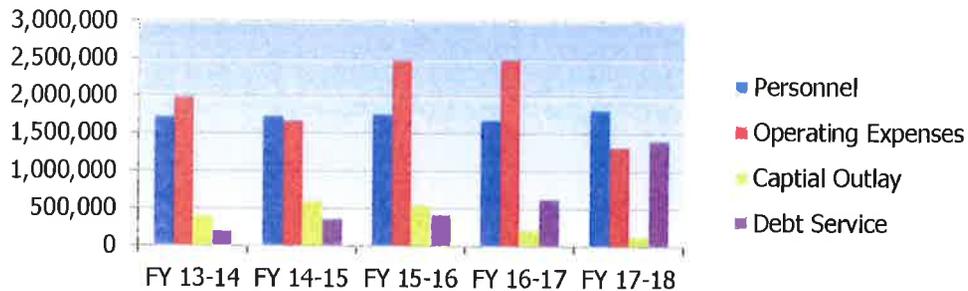
- Public Works Administration's capital outlay budget includes \$50,000 for a street master plan pavement condition survey.
- Fuel prices are calculated and budgeted on average usage for the prior twelve months and are reflected departmentally. For Fiscal Year 2017-2018, prices are budgeted at \$2.099/gallon for regular unleaded and \$2.199/gallon for diesel.
- The Facilities Maintenance budget includes:
  - the purchase of a boom tractor for \$155,000, with financing over five years at \$34,096/year
  - \$440,000 for the replacement of the Bonnet Street public access bathhouse, with five annual fixed principal payments and a first year advance payment (principal only) of \$88,000
  - the second and third phases of the development of Dowdy Park, with funding of \$106,820 from the Town's Parks/Paths Reserve Fund.
  - \$25,000 for multi-use path repairs, budgeted annually, from the Parks/Paths Reserve Fund
  - capital outlay funds of \$5,000 for the purchase of a tandem trailer
  - the replacement of three HVAC systems at Fire Station 21 at \$21,000, as well as \$20,000 for painting the exterior of the station
  - \$26,500 for phase I of the replacement of the HVAC system at Town Hall
  - \$31,000 for Dowdy Park landscaping services.
- The Sanitation budget includes:
  - funding for a new Equipment Operator I position at \$61,085
  - capital outlay funding for the purchase of a Freightliner knuckle boom truck at \$160,000, to be financed over five years at \$35,196/year
  - contracted recycling services funding that reflects a reduction to once/week recycling collection on the Town's blue sanitation route
  - tipping fees at \$73.15/ton for 8,044 tons and construction and demolition refuse at \$65/ton for 809 tons.
- The State Street Aid budget includes \$120,000 to match estimated Powell Bill funding. Projects include paving:
  - South Meekins Avenue from Albemarle Drive to Barnes Street
  - West Barnes Street from South Meekins Avenue to the light at South Croatan Highway
  - 4328 West Barracuda Road to 224 West Barracuda Road (the South Hammerhead Drive corner)
  - West Danube Street and Shiner Drive to Old Cove Road.

# Public Works – Budget Highlights

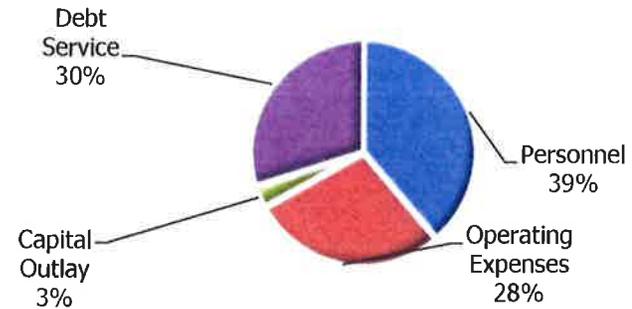
## Expenditures by Function

		FY 2016-2017 <u>Adopted</u>		FY 2017-2018 <u>Adopted</u>	Percent <u>Change</u>
Personnel Services	\$	1,690,451	\$	1,823,924	7.90%
Operating Expenses	\$	1,854,778	\$	1,331,027	-28.24%
Capital Outlay	\$	244,800	\$	152,250	-37.81%
Debt Service	\$	1,262,787	\$	1,408,552	11.54%
<b>Total</b>	\$	<b>5,052,816</b>	\$	<b>4,715,753</b>	<b>-6.67%</b>

## Fiscal Year 2016-2017 Adopted Expenditures and Expenditure History



## Fiscal Year 2017-2018 Adopted Expenditures by Function



**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2017-2018**

Department: *Public Works Administration*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 182,543	\$ 181,855	\$ 185,487	\$ 184,757	\$ 184,757	\$ 184,000	\$ 290,536	\$ 276,464
SALARIES - LONGEVITY-PAY	11,116	11,116	11,339	-	-	-	-	10,419
FICA TAX	14,815	14,762	15,057	13,806	13,806	12,752	20,926	20,797
GROUP HEALTH INSURANCE	42,377	42,377	44,345	32,578	32,578	32,578	52,843	59,329
RETIREES GROUP HEALTH INSUR	-	-	-	-	-	-	1,115	12,143
RETIREMENT	14,568	14,568	14,977	13,063	13,063	12,957	19,525	20,294
401 K	3,854	3,854	3,931	3,603	3,603	3,064	5,288	5,218
<b>Subtotal Personnel Services</b>	<b>\$ 269,273</b>	<b>\$ 268,532</b>	<b>\$ 275,136</b>	<b>\$ 247,807</b>	<b>\$ 247,807</b>	<b>\$ 245,351</b>	<b>\$ 390,233</b>	<b>\$ 404,665</b>
<b>OPERATIONS</b>								
TRAINING	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,000	\$ 2,000	\$ -	\$ 1,836	\$ 250
BUILDING/EQUIPMENT RENTAL	1,300	1,300	1,300	1,100	1,100	927	1,282	202
TELEPHONE	1,890	1,890	1,890	1,890	1,890	1,317	1,731	1,893
TELEPHONE - CELL PHONE STIPEND	585	585	585	585	585	585	1,560	1,028
TRAVEL	-	-	-	-	-	-	-	(282)
POSTAGE	300	300	300	300	300	34	287	156
ADVERTISING	300	300	300	600	600	400	393	358
FUEL COSTS	3,500	3,500	3,500	4,300	4,300	3,800	2,690	3,801
DEPARTMENT SUPPLIES	5,200	5,200	5,200	6,820	6,820	5,000	4,858	8,697
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	370	3,327
MAINT/REPAIR EQUIPMENT	-	-	-	-	-	-	76	-
VEHICLE MAINTENANCE	1,000	1,000	1,000	1,000	1,000	4,170	925	584
UNIFORMS	520	520	520	1,000	1,000	440	215	887
PROFESSIONAL FEES	625	625	625	2,025	2,025	800	764	803
CONTRACTED SERVICES	3,178	3,178	3,335	3,077	3,077	4,616	5,591	5,432
PURCHASES FOR RESALE	90,750	90,750	90,750	60,948	81,534	81,534	50,886	59,151
DUES AND SUBSCRIPTIONS	850	850	875	3,102	3,102	3,581	1,709	949
<b>Subtotal Operations</b>	<b>\$ 112,498</b>	<b>\$ 112,498</b>	<b>\$ 112,680</b>	<b>\$ 88,747</b>	<b>\$ 109,333</b>	<b>\$ 107,204</b>	<b>\$ 75,173</b>	<b>\$ 87,236</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (55,493)	\$ (55,493)	\$ (55,280)	\$ (55,141)
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY OTHER	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY EQUIPMENT	-	-	-	1,000	32,659	32,609	-	-
<b>Subtotal Capital Outlay</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 32,659</b>	<b>\$ 32,609</b>	<b>\$ -</b>	<b>\$ -</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

Department: *Public Works Administration*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<i><b>DEBT SERVICE</b></i>								
L/P PRINCIPAL	\$ 7,739	\$ 7,739	\$ 7,855	\$ 7,836	\$ 7,836	\$ 8,101	\$ -	\$ -
L/P INTEREST	353	353	237	-	-	-	-	-
<i><b>Subtotal Debt Service</b></i>	<i><b>\$ 8,092</b></i>	<i><b>\$ 8,092</b></i>	<i><b>\$ 8,092</b></i>	<i><b>\$ 7,836</b></i>	<i><b>\$ 7,836</b></i>	<i><b>\$ 8,101</b></i>	<i><b>\$ -</b></i>	<i><b>\$ -</b></i>
<b>TOTALS</b>	<b>\$ 439,863</b>	<b>\$ 439,122</b>	<b>\$ 395,908</b>	<b>\$ 345,390</b>	<b>\$ 342,142</b>	<b>\$ 337,772</b>	<b>\$ 410,126</b>	<b>\$ 436,759</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Public Works-Administration**

<b>Description of Capital Items</b>	<b>Manager's Recommended 2017 - 2018</b>	<b>Adopted Budget 2017-2018</b>	<b>Financial Plan 2018 - 2019</b>
<i>Capital Outlay Other</i>			
1. Street Master Plan-Pavement Condition Survey	\$ 50,000	\$ 50,000	\$ -
<b><i>Total Capital Outlay Other</i></b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2017-2018**

Department: *Public Works Facilities Maintenance*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 417,019	\$ 416,769	\$ 460,160	\$ 403,721	\$ 420,244	\$ 420,000	\$ 406,274	\$ 355,824
SALARIES - LONGEVITY PAY	12,347	12,347	13,093	12,833	-	-	-	12,666
SALARIES/WAGES - PARTTIME	16,800	16,800	16,800	20,160	20,160	10,239	8,020	8,769
OVERTIME PAY	1,800	1,800	1,800	1,800	-	-	-	1,691
HOLIDAY PAY	1,890	1,890	1,890	1,890	-	-	-	928
FICA TAX	34,414	34,395	37,771	33,691	33,691	30,157	30,601	28,081
GROUP HEALTH INSURANCE	104,855	104,855	129,313	106,494	106,494	107,160	102,747	88,976
RETIREEES GROUP HEALTH INSUR	12,358	12,358	-	12,204	12,204	12,636	12,260	3,115
RETIREMENT	32,554	32,554	36,168	30,113	30,113	28,981	27,341	26,123
401 K	8,612	8,612	9,493	8,307	8,307	7,193	7,255	6,553
<b>Subtotal Personnel Services</b>	<b>\$ 642,649</b>	<b>\$ 642,380</b>	<b>\$ 706,488</b>	<b>\$ 631,213</b>	<b>\$ 631,213</b>	<b>\$ 616,366</b>	<b>\$ 594,499</b>	<b>\$ 532,725</b>
<b>OPERATIONS</b>								
TRAINING	\$ 4,200	\$ 4,200	\$ 4,200	\$ 1,500	\$ 1,500	\$ 948	\$ 683	\$ 775
TELEPHONE - CELL PHONE STIPEND	2,820	2,820	3,120	2,820	2,820	2,940	2,753	1,915
UTILITIES	195,000	195,000	195,000	150,000	150,000	185,777	183,668	168,773
TRAVEL	-	-	-	-	-	-	-	396
FUEL COSTS	23,500	23,500	23,500	21,750	21,750	16,716	16,002	21,470
DEPARTMENT SUPPLIES	31,780	24,780	23,780	22,423	22,423	17,733	23,136	20,713
OTHER SUPPLIES	20,750	20,750	20,750	15,345	17,878	15,700	18,009	18,974
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	-	713
MAINT/REPAIR BUILDINGS	100,590	100,590	99,590	186,125	99,354	99,354	80,977	65,495
M/R WINDMILL PT	-	-	-	-	-	-	-	(3,384)
MAINT/REPAIR EQUIPMENT	40,000	40,000	40,000	40,000	40,500	38,598	36,674	28,507
VEHICLE MAINTENANCE	13,280	13,280	13,280	8,000	8,000	10,229	8,533	8,797
MAINT/REPAIR OTHER	38,605	38,605	36,105	54,405	54,405	27,171	38,550	7,287
MAINT/REPAIR OTHER PARKS/PATHS	25,000	25,000	25,000	25,000	25,000	24,704	-	-
UNIFORMS	5,000	5,000	5,000	4,500	4,500	2,634	3,986	3,521
PROFESSIONAL FEES	5,175	5,175	5,175	25,240	18,990	15,000	10,387	270
SIGNS	15,000	22,000	22,000	15,000	15,405	20,827	6,838	10,016
SPECIAL PROJECTS SAND FENCING	24,000	24,000	24,000	48,000	48,000	48,000	24,000	24,080
CONTRACTED SERVICES	79,751	79,751	47,659	45,915	45,915	36,966	44,821	158,167
DUES AND SUBSCRIPTIONS	50	50	50	50	50	75	50	50
WHALEBONE PARK	-	-	-	-	-	-	-	19,500
GRANT MULTI USE PATH	-	-	-	-	-	-	-	268,195
DOWDY PARK	124,020	114,020	21,500	620,000	2,093,999	2,093,999	1,323,500	-
<b>Subtotal Operations</b>	<b>\$ 748,521</b>	<b>\$ 738,521</b>	<b>\$ 609,709</b>	<b>\$ 1,286,073</b>	<b>\$ 2,670,489</b>	<b>\$ 2,657,370</b>	<b>\$ 1,822,566</b>	<b>\$ 824,230</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (136,864)	\$ (136,864)	\$ (152,731)	\$ (114,233)

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Department:** *Public Works Facilities Maintenance*

<b>Account Description</b>	<b>Manager's Recommended 2017-2018</b>	<b>Adopted Budget 2017-2018</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2016-2017</b>	<b>Adjusted Budget 2016-2017</b>	<b>Estimated Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>	<b>Actual Expenditures 2014-2015</b>
<b><i>CAPITAL OUTLAY</i></b>								
CAPITAL OUTLAY LAND	\$ -	\$ -	\$ -	\$ -	\$ 2,022	\$ 2,022	\$ 52,949	\$ 13,358
CAPITAL OUTLAY BUILDINGS	1,250	1,250	-	-	82,325	82,325	90,000	-
CAPITAL OUTLAY OTHER	-	-	136,500	151,800	244,305	244,305	60,000	11,089
CAPITAL OUTLAY EQUIPMENT	5,000	5,000	-	1,000	28,065	27,877	57,565	69,509
CAPITAL OUTLAY VEHICLE	3,000	3,000	1,000	-	-	-	-	-
<b><i>Subtotal Capital Outlay</i></b>	<b>\$ 9,250</b>	<b>\$ 9,250</b>	<b>\$ 137,500</b>	<b>\$ 152,800</b>	<b>\$ 356,717</b>	<b>\$ 356,529</b>	<b>\$ 260,514</b>	<b>\$ 93,956</b>
<b><i>DEBT SERVICE</i></b>								
L/P PRINCIPAL	\$ 321,925	\$ 321,925	\$ 179,138	\$ 248,541	\$ 248,541	\$ 248,407	\$ 248,363	\$ 233,149
L/P INTEREST	3,887	3,887	23,848	7,733	7,733	7,733	11,421	14,817
<b><i>Subtotal Debt Service</i></b>	<b>\$ 325,812</b>	<b>\$ 325,812</b>	<b>\$ 202,986</b>	<b>\$ 256,274</b>	<b>\$ 256,274</b>	<b>\$ 256,140</b>	<b>\$ 259,784</b>	<b>\$ 247,966</b>
<b>TOTAL</b>	<b>\$ 1,726,232</b>	<b>\$ 1,715,963</b>	<b>\$ 1,656,683</b>	<b>\$ 2,326,360</b>	<b>\$ 3,777,829</b>	<b>\$ 3,749,541</b>	<b>\$ 2,784,631</b>	<b>\$ 1,584,644</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2017-2018**

**Public Works-Facilities Maintenance**

Description of Capital Items	Manager's Recommended 2017 - 2018	Adopted Budget 2017-2018	Financial Plan 2018 - 2019
<b><i>Dowdy Park</i></b>			
1. Dowdy Park Phase II/III - \$106,820 parks & paths reserve	\$ 124,020	\$ 114,020	\$ -
2. Dowdy Park storage building - recreation facility fees	-	-	21,500
<b><i>Total Dowdy Park</i></b>	<b>\$ 124,020</b>	<b>\$ 114,020</b>	<b>\$ 21,500</b>
<b><i>Capital Outlay Buildings</i></b>			
1. Bonnett Street Bath House cost of debt issuance	\$ 1,250	\$ 1,250	\$ -
<b><i>Total Capital Outlay Buildings</i></b>	<b>\$ 1,250</b>	<b>\$ 1,250</b>	<b>\$ -</b>
<b><i>Capital Outlay Equipment</i></b>			
1. Tandem trailer	\$ 5,000	\$ 5,000	\$ -
<b><i>Total Capital Outlay Equipment</i></b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>
<b><i>Capital Outlay Other</i></b>			
1. Islington Street public beach access parking	\$ -	\$ -	\$ 86,500
2. Town Park equipment replacement	-	-	50,000
<b><i>Total Capital Outlay Other</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 136,500</b>
<b><i>New Lease Payments</i></b>			
1. Bonnett Street Bath House Replacement at a cost of \$440,000	\$ 88,000	\$ 88,000	\$ 105,600
2. Boom Tractor at a cost of \$155,000	34,096	34,096	34,096
3. Dowdy Park Lighting/Deck III at a cost of \$174,000	-	-	29,000
4. Pickup at a cost of \$23,000	-	-	7,969
5. Tractor at a cost of \$56,000	-	-	19,403
<b><i>Total New Lease Payments</i></b>	<b>\$ 122,096</b>	<b>\$ 122,096</b>	<b>\$ 196,068</b>
<b><i>Capital Outlay Vehicle</i></b>			
1. Excise tax on new vehicles	\$ 3,000	\$ 3,000	\$ 1,000
<b><i>Total Capital Outlay Vehicle</i></b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 1,000</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2017-2018**

Department: *Public Works Garage*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 191,419	\$ 190,919	\$ 194,719	\$ 189,609	\$ 189,609	\$ 189,000	\$ 183,861	\$ 166,823
SALARIES - LONGEVITY PAY	6,562	6,562	7,193	-	-	-	-	4,512
OVERTIME PAY	800	800	800	-	-	-	-	245
HOLIDAY PAY	730	730	730	-	-	-	-	115
FICA TAX	15,263	15,224	15,563	14,292	14,292	12,950	13,252	12,405
GROUP HEALTH INSURANCE	52,482	52,482	54,916	49,042	49,042	49,046	47,663	42,305
RETIREES GROUP HEALTH INSUR	-	-	-	-	-	-	2,229	12,149
RETIREMENT	14,977	14,977	15,434	13,404	13,404	13,030	12,378	12,110
401 K	3,962	3,962	4,051	3,698	3,698	3,130	2,633	1,983
<b>Subtotal Personnel Services</b>	<b>\$ 286,195</b>	<b>\$ 285,656</b>	<b>\$ 293,406</b>	<b>\$ 270,045</b>	<b>\$ 270,045</b>	<b>\$ 267,156</b>	<b>\$ 262,017</b>	<b>\$ 252,647</b>
<b>OPERATIONS</b>								
TRAINING	\$ 3,695	\$ 3,695	\$ 3,695	\$ 1,000	\$ 1,000	\$ 500	\$ 339	\$ 215
FUEL COSTS	750	750	750	750	750	2,354	653	939
DEPARTMENT SUPPLIES	14,150	14,150	14,150	13,250	13,250	11,620	13,658	13,424
OTHER SUPPLIES	14,349	14,349	10,000	8,920	8,920	7,376	10,122	9,728
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	-	713
MAINT/REPAIR BUILDINGS	-	-	-	-	-	-	-	30
MAINT/REPAIR EQUIPMENT	4,890	4,890	4,890	3,590	3,590	2,649	822	1,582
VEHICLE MAINTENANCE	1,850	1,850	1,850	1,750	1,750	484	291	775
UNIFORMS	2,000	2,000	2,000	2,000	2,000	686	1,503	1,373
PROFESSIONAL FEES	900	900	900	900	900	150	120	50
CONTRACTED SERVICES	2,725	2,725	2,725	2,665	2,665	1,810	1,741	1,396
<b>Subtotal Operations</b>	<b>\$ 45,309</b>	<b>\$ 45,309</b>	<b>\$ 40,960</b>	<b>\$ 34,825</b>	<b>\$ 34,825</b>	<b>\$ 27,629</b>	<b>\$ 29,250</b>	<b>\$ 30,226</b>
<b>COST REIMBURSEMENT</b>								
COST REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ (36,544)	\$ (36,544)	\$ (34,152)	\$ (37,884)
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY EQUIPMENT	\$ -	\$ -	\$ 7,000	\$ 1,000	\$ 72,385	\$ 72,385	\$ -	\$ 7,918
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 17,450	\$ 17,450	\$ 17,712	\$ 18,806	\$ 18,806	\$ 18,247	\$ -	\$ -
L/P INTEREST	797	797	535	-	-	-	-	-
<b>Subtotal Debt Service</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,247</b>	<b>\$ 18,806</b>	<b>\$ 18,806</b>	<b>\$ 18,247</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 349,751</b>	<b>\$ 349,212</b>	<b>\$ 359,613</b>	<b>\$ 324,676</b>	<b>\$ 359,517</b>	<b>\$ 348,873</b>	<b>\$ 257,114</b>	<b>\$ 252,907</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Public Works-Maintenance Garage**

Description of Capital Items	Manager's Recommended 2017 - 2018	Adopted Budget 2017-2018	Financial Plan 2018 - 2019
<i>Capital Outlay Equipment</i>			
1. Air compressor	\$ -	\$ -	\$ 7,000
<b><i>Total Capital Outlay Equipment</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,000</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Department:** *Public Works State Street Aid (Powell Bill)*

<b>Account Description</b>	<b>Manager's Recommended 2017-2018</b>	<b>Adopted Budget 2017-2018</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2016-2017</b>	<b>Adjusted Budget 2016-2017</b>	<b>Estimated Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>	<b>Actual Expenditures 2014-2015</b>
<i><b>OPERATIONS</b></i>								
STREET SUPPLIES	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 31,142	\$ 12,138	\$ 12,603	\$ 15,836
<i><b>CAPITAL OUTLAY</b></i>								
CAPITAL OUTLAY OTHER	\$ 90,000	\$ 90,000	\$ 147,500	\$ 90,000	\$ 90,000	\$ 90,000	\$ 152,356	\$ 183,829
<b>TOTAL</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 177,500</b>	<b>\$ 120,000</b>	<b>\$ 121,142</b>	<b>\$ 102,138</b>	<b>\$ 164,959</b>	<b>\$ 199,665</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Public Works- State Street Aid (Powell Bill)**

Description of Capital Items	Manager's Recommended 2017 - 2018	Adopted Budget 2017-2018	Financial Plan 2018 - 2019
<b>Capital Outlay Other</b>			
1. S. Meekins Ave., W. Danube St. , W. Barnes St., W. Barracuda	\$ 90,000	\$ 90,000	\$ -
2. W. Bridge, Old Cove, S. Pamlico Ave, S. Pamlico Way	-	-	90,000
3. Satterfield Landing Road	-	-	57,500
<b>Total Capital Outlay Other</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 147,500</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2017-2018**

Department: *Public Works Sanitation*

Account Description	Manager's Recommended 2017-2018	Adopted Budget 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 372,339	\$ 372,214	\$ 413,615	\$ 354,258	\$ 354,258	\$ 348,031	\$ 338,921	\$ 306,492
SALARIES - LONGEVITY PAY	10,173	10,173	10,857	-	-	-	-	8,119
SALARIES/WAGES - PARTTIME	27,768	27,768	27,768	31,902	31,902	22,606	24,772	23,920
OVERTIME PAY	12,000	6,000	6,000	-	-	-	-	9,477
HOLIDAY PAY	12,758	12,758	12,758	-	-	-	-	5,044
FICA TAX	33,280	32,812	36,031	28,533	28,533	26,620	25,882	24,993
GROUP HEALTH INSURANCE	127,487	127,487	152,870	95,947	95,947	96,600	92,942	91,366
RETIRES GROUP HEALTH INSUR	-	-	-	-	-	-	-	8,916
RETIREMENT	30,618	30,164	33,610	24,098	24,098	25,383	22,849	23,149
401 K	8,100	7,980	8,822	6,648	6,648	2,829	2,249	1,789
<b>Subtotal Personnel Services</b>	<b>\$ 634,523</b>	<b>\$ 627,356</b>	<b>\$ 702,331</b>	<b>\$ 541,386</b>	<b>\$ 541,386</b>	<b>\$ 522,068</b>	<b>\$ 516,531</b>	<b>\$ 506,498</b>
<b>OPERATIONS</b>								
TRAINING	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	\$ -	\$ -
TELEPHONE - CELL PHONE STIPEND	3,360	3,360	3,780	2,100	2,100	2,940	2,695	2,818
ADVERTISING	500	500	500	500	500	497	1,121	107
FUEL COSTS	90,000	90,000	90,000	97,000	79,500	65,527	63,192	99,982
DEPARTMENT SUPPLIES	24,750	24,750	29,750	32,300	32,300	20,289	19,510	14,721
MAINT/REPAIR EQUIPMENT	4,000	4,000	4,000	5,500	5,500	511	694	1,242
VEHICLE MAINTENANCE	161,395	161,395	163,395	150,000	150,702	100,000	100,951	137,112
UNIFORMS	4,500	4,500	4,500	4,200	4,200	1,534	3,928	5,347
CONTRACTED SERVICES	20,864	20,864	20,864	25,840	25,840	14,357	15,090	14,840
RECYCLE CARTS	-	-	-	-	5,591	8,387	194,310	-
PURCHASES FOR RESALE	-	-	-	-	-	-	13,932	13,932
RECYCLING	88,830	94,830	94,830	97,193	105,833	86,760	74,625	39,419
<b>Subtotal Operations</b>	<b>\$ 398,699</b>	<b>\$ 404,699</b>	<b>\$ 412,119</b>	<b>\$ 415,133</b>	<b>\$ 412,566</b>	<b>\$ 300,802</b>	<b>\$ 490,048</b>	<b>\$ 329,520</b>
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY VEHICLE	\$ 3,000	\$ 3,000	\$ 8,000	\$ -	\$ 554,620	\$ 554,620	\$ 554,651	\$ 473,367
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 400,757	\$ 400,757	\$ 451,602	\$ 330,649	\$ 330,649	\$ 330,649	\$ 363,798	\$ 231,670
L/P INTEREST	14,644	14,644	15,143	14,222	14,222	13,827	7,107	3,945
<b>Subtotal Debt Service</b>	<b>\$ 415,401</b>	<b>\$ 415,401</b>	<b>\$ 466,745</b>	<b>\$ 344,871</b>	<b>\$ 344,871</b>	<b>\$ 344,476</b>	<b>\$ 370,905</b>	<b>\$ 235,615</b>
<b>TOTAL</b>	<b>\$ 1,451,623</b>	<b>\$ 1,450,456</b>	<b>\$ 1,589,195</b>	<b>\$ 1,301,390</b>	<b>\$ 1,853,443</b>	<b>\$ 1,721,965</b>	<b>\$ 1,932,136</b>	<b>\$ 1,544,999</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Public Works Sanitation**

Description of Capital Items	Manager's Recommended 2017 - 2018	Adopted Budget 2017-2018	Financial Plan 2018 - 2019
<b><i>New Lease Payments</i></b>			
1. Freightliner Knuckle Boom at a cost of \$160,000	\$ 35,196	\$ 35,196	\$ 35,196
2. 4x4 Pickup at a cost of \$29,000	-	-	10,048
3. Dump Truck at a cost of \$52,000	-	-	18,017
4. Commercial Truck at a cost of \$235,000	-	-	51,694
5. Freightliner at a cost of \$280,000	-	-	61,593
<b><i>Total New Lease Payments</i></b>	<b>\$ 35,196</b>	<b>\$ 35,196</b>	<b>\$ 176,548</b>
<b><i>Capital Outlay Vehicle</i></b>			
1. Excise tax on new vehicles	\$ 3,000	\$ 3,000	\$ 8,000
<b><i>Total Capital Outlay Vehicle</i></b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 8,000</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2017-2018**

**Department:** *Solid Waste Disposal*

<b>Account Description</b>	<b>Manager's Recommended 2017-2018</b>	<b>Adopted Budget 2017-2018</b>	<b>Financial Plan 2018-2019</b>	<b>Adopted Budget 2016-2017</b>	<b>Adjusted Budget 2016-2017</b>	<b>Estimated Actual Expenditures 2016-2017</b>	<b>Actual Expenditures 2015-2016</b>	<b>Actual Expenditures 2014-2015</b>
<i><b>OPERATIONS</b></i>								
TIPPING FEES	\$ 641,000	\$ 641,000	\$ 641,000	\$ 635,000	\$ 641,924	\$ 641,924	\$ 631,228	\$ 647,367
<b>TOTAL</b>	<b>\$ 641,000</b>	<b>\$ 641,000</b>	<b>\$ 641,000</b>	<b>\$ 635,000</b>	<b>\$ 641,924</b>	<b>\$ 641,924</b>	<b>\$ 631,228</b>	<b>\$ 647,367</b>