



TOWN OF OAK ISLAND

2019 - 2020 BUDGET

Cin Brochure, Mayor

Jeff Winecoff, Mayor Pro Tempore

Loman Scott, Council

Sheila Bell, Council

Charlie Blalock, Council

John Bach, Council

David Hatten, Finance Director

David Kelly, Town Manager

TOWN OF OAK ISLAND
FISCAL YEAR 2019-2020 RECOMMENDED BUDGET
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June 30, 2019

Honorable Mayor Cin Brochure
Mayor Pro Tempore Loman Scott
Council Member Sheila M. Bell
Council Member Charlie K. Blalock
Council Member John Bach
Council Member Jeff Winecoff

Dear Mayor and Council Members:

Submitted herewith is the Approved Budget for the Town of Oak Island for the fiscal year beginning July 1, 2019 and ending June 30, 2020. The budget is balanced as required by the North Carolina Budget and Fiscal Control Act. The budget was adopted on June 11th in Town Hall Council Chambers. This adopted budget is the Town's financial plan for providing services in FY 2019-2020. The budget quantifies the amount of financial resources required to meet the level of service for the Town, its residents, visitors, and property owners for the upcoming year.

The Town Manager serves as the Budget Officer and is charged with developing the annual budget. The budget is a dynamic document and allows flexibility when necessary to meet unanticipated needs where necessary and allowed by statutory authority.

General Fund:

The Town's General Fund Balance continues to remain strong as a result of effective Fiscal restraint from Town Management over the few years. The Town's General Fund Balance is greater than the 25% mandated by the North Carolina Local Government Commission. For the Fiscal year The Town will continue to transfer funds from various departments to Reserves to ensure that funds are available for unanticipated events and the replacement of capital items such as vehicles, heavy equipment and water and wastewater infrastructure.

Ad Valorem Tax Revenues

The budget includes a tax rate of \$0.29/\$100. Of the \$.029 tax rate, \$0.0485 is designated for the Town's future beach nourishment project. The collection of the \$0.0485 is accounted for in a separate restricted fund established for the anticipated beach nourishment projects.

Debt Service

All debt service payments are fully funded as required by North Carolina State Law. The General Fund Debt incurred for the town hall, police department and fire stations will be paid off in Fiscal Year 2020-2021. The debt for the wastewater system continues to decrease annually as bond and note principal payments are made. A complete detail of the remaining balances and terms of each loan can be found in the Debt Summary section of the budget.

Employee Wages/Salaries and Benefits

The Town continues to provide a level of pay to its employees that Town management feels is fair and equitable in comparison to other municipalities of the same size and area. The Town has been a part of the North Carolina State employee health insurance plan which has helped to control unanticipated large increases in medical insurance expense. The Recommended budget includes an effective 3% merit increase, a Cost of Living Increase (COLA) of 1.5%, as well as an increase in the town's matching 401K employee contribution from 3% to 5%. The Town also issues a Christmas bonus to both full time and part time employees.

Water Fund and Wastewater Revenues

The budget for the water and wastewater systems are prepared without an increase in rates over what was approved in the prior fiscal year. The base for water remains at \$23.72 for 2,000 gallons and for wastewater \$38.41 for the first 4,000 gallons. The Sewer District Fee that funds the debt of the wastewater system remains at \$601.78.

Accommodations Tax Fund

The FY 2019-2020 estimated revenue from 3% of the total 5% is \$1,200,000 with the majority of this funding being transferred to the Beach Nourishment Fund to aid in future beach nourishment projects.

Beach Tax Fund (also funded from collected accommodations tax)

The FY 2019-2020 estimated revenue from the remaining 2% of the tax is \$794,000. The largest recommended budgeted expense of \$694,000 is being transferred also to the funding for the nourishment of the beach.

Beach Nourishment Fund

This fund was created for the FY 2019-2020 to account for the future beach nourishment project. This fund is utilized as a Capital Project Fund to account for the activity of the Beach Nourishment project.

Pier Rebuilding Project Fund

The Pier Capital Project Fund was established to account for the activity of the rebuilding project. The construction of the pier is substantially completed and was opened to the public in late May, 2019. In addition, the town has remodeling the pier house restaurant, which is leased to an outside party. The pier bait and tackle shop has also been renovated and will be operated by the Town as well as the pier itself.

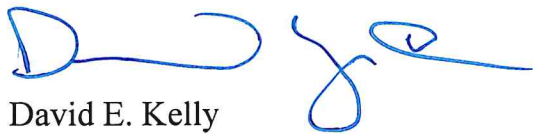
Conclusion

We have prepared a balanced budget that provides the Citizens of the Town of Oak Island the level of service that is comparable, if not more than other beach municipalities in the area. We encourage Town residents and taxpayers to review the FY 2019-2020 Adopted budget to become more involved and knowledgeable about the Town and its processes.

Town Management and Town Council continue to be fiscally responsible in their decision making in the use of taxpayer funds. To continue to provide the needed services that the citizens of Oak Island have become accustomed to, we continue to support all forms of communication with Town Council and Staff.

We believe that the Town has an experienced dedicated staff and leadership team who work diligently to provide the highest quality of service to the Town of Oak Island and its residents. Their dedication to the Town, along with their knowledge and leadership, is a valuable asset to the town which cannot be measured.

On behalf of the Town's management team and staff, we would like to thank the Town Council for all the support, guidance and confidence to protect the Town's employees and assets.



David E. Kelly
Town Manager



David Hatten, CPA
Finance Director

**TOWN OF OAK ISLAND
BUDGET COMPARISON**

FUND/DEPARTMENT	FY 2018 - 2019 (as amended)	Approved FY 2019-2020	Increase (Decrease)
REVENUES			
GENERAL FUND	14,902,841	13,110,243	(1,792,598)
WATER FUND	4,078,618	3,947,256	(131,362)
WASTEWATER FUND	13,927,483	13,683,875	(243,608)
STORMWATER FUND	563,041	557,622	(5,419)
SOLID WASTE FUND	1,076,503	1,146,702	70,199
SOUTH HARBOR GOLF COURSE	242,380	302,477	60,097
SEWER DISTRICT FEE FUND	7,241,300	7,241,512	212
SEWER ASSESSMENT FUND	1,000,000	350,000	(650,000)
ACCOMMODATIONS TAX FUND	851,000	1,414,970	563,970
BEACH TAX FUND	2,307,364	794,000	(1,513,364)
BEACH RENOURISHMENT FUND	2,685,261	3,164,472	479,211
PIER REBUILD PROJECT FUND	2,231,582	100,000	(2,131,582)
PIER COMPLEX FUND	291,152	368,249	77,097
CAPITAL RESERVE FUND	1,552,178	1,444,282	(107,896)
BEACH PRESERVATION FUND	24,228	26,701	2,473
TOTAL REVENUES	52,974,931	47,652,361	(5,322,570)
LESS INTERFUND TRANSFERS	13,332,457	10,611,621	(2,720,836)
NET REVENUES	39,642,474	37,040,740	(2,601,734)
EXPENDITURES			
<u>GENERAL FUND</u>			
TOWN COUNCIL	262,342	241,283	(21,059)
OUTSIDE AGENCY	65,100	48,500	(16,600)
ADMINISTRATION	3,452,114	2,727,343	(724,771)
FACILITIES MANAGEMENT	359,052	355,858	(3,194)
POLICE	2,959,874	3,022,047	62,173
FIRE DEPARTMENT	2,708,770	2,797,447	88,677
ANIMAL CONTROL	58,455	62,584	4,129
DEVELOPMENT SERVICES	805,631	857,859	52,228
PUBLIC WORKS ADMINISTRATION	189,508	196,971	7,463
FLEET MAINTENANCE	175,955	185,618	9,663
PUBLIC WORKS STREETS	0	947,184	947,184
PUBLIC WORKS OPERATIONS	2,134,236	695,341	(1,438,895)
RECREATION DEPARTMENT	1,588,505	822,026	(766,479)
RECREATION-COMMUNITY RESOURCE CENTER	143,299	150,183	6,884
TOTAL GENERAL FUND EXPENDITURES	14,902,841	13,110,244	(1,792,597)
<u>WATER FUND</u>			
WATER-ADMINISTRATION	2,561,799	2,482,520	(79,279)
WATER MAINTENANCE	1,516,819	1,464,736	(52,083)
TOTAL WATER FUND EXPENDITURES	4,078,618	3,947,256	(131,362)
<u>WASTEWATER FUND</u>			
WASTEWATER TREATMENT	4,481,167	4,586,117	104,950
WASTEWATER COLLECTION	9,446,316	9,097,758	(348,558)
TOTAL WASTEWATER FUND EXPENDITURES	13,927,483	13,683,875	(243,608)
<u>STORMWATER FUND</u>	563,041	557,622	(5,419)
<u>SOLID WASTE FUND</u>	1,076,503	1,146,702	70,199
<u>SOUTH HARBOR GOLF COURSE FUND</u>			
TOTAL SOUTH HARBOR GOLF COURSE EXPENDITURES	242,380	302,477	60,097
<u>SEWER DISTRICT FUND</u>	7,241,300	7,241,512	212
<u>SEWER ASSESSMENT FUND</u>	1,000,000	350,000	(650,000)
<u>ACCOMODATIONS TAX FUND</u>	851,000	1,414,970	563,970
<u>BEACH TAX FUND</u>	2,307,364	794,000	(1,513,364)
<u>BEACH RENOURISHMENT PROJECT</u>	2,685,261	3,164,472	479,211
<u>PIER REBUILD PROJECT</u>	2,231,582	100,000	(2,131,582)
<u>PIER COMPLEX</u>	291,152	368,249	77,097
<u>CAPITAL RESERVE FUND</u>	1,552,178	1,444,282	(107,896)
<u>BEACH PRESERVATION FUND</u>	24,228	26,701	2,473
TOTAL EXPENDITURES	52,974,931	47,652,361	(5,322,569)
LESS INTERFUND TRANSFERS	13,332,457	10,611,621	(2,720,836)
NET EXPENDITURES	39,642,474	37,040,741	(2,601,733)

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Y.T.D.					Dept. Request FY 2019 - 2020	Manager Recommends	Council Approved
			Current Budget FY 18 - 19	Revenue As of 3/31/2019	Estimated Revenue FY 18 - 19	Request FY 2019 - 2020				
AD VALOREM TAXES										
10-300-1100	CURRENT YEARS TAXES	7,232,270	7,356,776	7,220,373	7,221,000	7,636,192	7,636,192	7,636,192	7,636,192	7,636,192
10-300-1201	PRIOR YEARS TAXES	139,324	150,000	160,429	162,000	150,000	150,000	150,000	150,000	150,000
10-300-1300	MOTOR VEHICLES TAXES	259,197	150,000	232,724	235,000	150,000	150,000	150,000	150,000	150,000
10-300-1500	INTEREST-LATE TAX PAYMENTS	1,042	15,000	1,015	1,015	15,000	15,000	15,000	15,000	15,000
10-300-1600	TAX PENALTIES	63,477	75,000	60,968	61,500	75,000	75,000	75,000	75,000	75,000
	SUB-TOTAL AD VALOREM TAXES	7,695,311	7,746,776	7,675,509	7,680,515	8,026,192	8,026,192	8,026,192	8,026,192	8,026,192
10-300-3100	LGERS OPTIONAL SALES TAX	847,894	653,059	710,759	717,160	666,120	666,120	666,120	666,120	666,120
10-300-3101	LGERS OPT SALES TAX 1/2%(40)	463,466	356,649	385,737	397,806	363,782	363,782	363,782	363,782	363,782
10-300-3102	LGERS OPT SALES TAX 1/2%(42)	436,218	335,009	365,621	367,998	341,709	341,709	341,709	341,709	341,709
10-300-3103	LGERS OPT SALES TAX 1/2%(44)	436,390	321,067	361,604	375,771	327,488	327,488	327,488	327,488	327,488
	SUB-TOTAL OTHER TAXES(STATE SHARED)	2,183,968	1,665,784	1,823,721	1,858,735	1,699,100	1,699,100	1,699,100	1,699,100	1,699,100
10-300-3210	UTILITIES FRANCHISE TAX REV	718,682	476,295	515,305	531,624	485,821	485,821	485,821	485,821	485,821
10-300-3220	BEER AND WINE TAX PROCEEDS	32,610	33,800	0	33,800	33,800	33,800	33,800	33,800	33,800
10-300-3230	VIDEO PROGRAMMING	149,591	91,000	108,680	108,680	91,000	91,000	91,000	91,000	91,000
10-300-3240	TELEPHONE COMMUNICATION TAX	23,239	23,530	18,301	21,603	23,059	23,059	23,059	23,059	23,059
10-300-3310	FIRE DISTRICT FEES	1,398,628	1,450,053	1,402,881	1,402,881	1,432,753	1,432,753	1,432,753	1,432,753	1,432,753
10-300-3330	NC CONTROL SUBSTANCE DIST.	7,986	100	710	800	800	800	800	800	800
10-300-3710	CAMA REIMBURSEMENT	7,440	4,000	7,440	7,440	4,000	4,000	4,000	4,000	4,000
10-300-3720	NCDOT MOWING AGREEMENT	7,985	7,000	7,985	7,985	7,000	7,000	7,000	7,000	7,000
10-300-3810	POWELL BILL DISTRIBUTIONS	310,623	306,000	310,623	310,623	306,000	306,000	306,000	306,000	306,000
10-300-3900	ABC NET REVENUE	179,432	130,000	179,432	179,432	130,000	130,000	130,000	130,000	130,000
10-300-4100	CABLE VISION RECEIPTS	0	10,000	0	0	10,000	10,000	10,000	10,000	10,000
10-300-4210	NUISANCE FEES	0	500	0	0	500	500	500	500	500
PERMITS AND LICENSES										
10-300-4211	BUILDING PERMITS (540)	519,541	299,500	493,708	495,000	299,500	299,500	299,500	299,500	299,500
10-300-4212	PLUMBING PERMITS (540)	17,350	18,000	16,575	17,000	18,000	18,000	18,000	18,000	18,000
10-300-4213	ELECTRICAL PERMITS (540)	57,525	32,000	52,675	53,000	32,000	32,000	32,000	32,000	32,000
10-300-4214	MECHANICAL PERMITS (540)	80,125	50,000	73,425	74,000	50,000	50,000	50,000	50,000	50,000
10-300-4216	PLANNING/BOA (540)	10,522	4,500	10,522	11,000	4,500	4,500	4,500	4,500	4,500
10-300-4220	DEVELOPMENT PERMITS (540)	6,500	25,500	6,300	6,500	25,500	25,500	25,500	25,500	25,500
10-300-4231	CIVIL CITATIONS	12,339	5,000	11,689	12,000	5,000	5,000	5,000	5,000	5,000
10-300-4220	HOMEOWNERS RECOVERY FUND (540)	3,080	2,000	2,990	2,990	2,000	2,000	2,000	2,000	2,000
10-300-4250	PARKING REGISTRATIONS	27,485	8,000	24,840	25,000	8,000	8,000	8,000	8,000	8,000
10-300-4260	BRUNSWICK ELECTRIC REFUND	8,829	0	8,829	8,829	0	0	0	0	0
10-300-4301	DEVELOPMENT PERMITS (540)	41,414	15,000	40,076	41,000	15,000	15,000	15,000	15,000	15,000
10-300-4302	ZONING PERMITS	29,070	15,000	27,480	27,500	15,000	15,000	15,000	15,000	15,000
	SUB TOTAL PERMITS & LICENSES	813,780	474,500	769,109	773,819	474,500	474,500	474,500	474,500	474,500

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Y.T.D.		Revenue As of 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 2019 - 2020	Manager Recommendations	Council Approved
			Current Budget FY 18 - 19	Revenue FY 18 - 19					
10-300-4405	ANNUAL FIRE INSPECTION FEES	7,147	5,000	7,147	7,147	5,000	5,000	5,000	5,000
10-300-4410	FIRE TRANSPORT FEES	804	0	484	484	0	0	0	0
10-300-4420	FIRE BURN FEE FOR STRUCTURES	5,750	8,400	5,750	5,750	8,400	8,400	8,400	8,400
10-300-4421	FIRE PERMITS	1,935	7,000	1,736	1,800	7,000	7,000	7,000	7,000
10-300-4440	DONATIONS FIRE/EMS	365	100	365	365	100	100	100	100
10-300-4450	EMS SERVICE BILLING	940	5,000	940	940	5,000	5,000	5,000	5,000
10-300-4610	RECREATION DEPT RECEIPTS	117,358	60,000	106,561	110,000	60,000	60,000	60,000	60,000
10-300-4611	TURTLE PROGRAMS	3,546	3,000	3,546	3,600	3,000	3,000	3,000	3,000
10-300-4612	REC CENTER SHELTER RENTAL	-812	1,500	1,500	1,500	1,500	1,500	1,500	1,500
10-300-4620	FUNDRAISING & SPONSORSHIPS	780	2,000	0	0	2,000	2,000	2,000	2,000
10-300-4630	WEIGHT ROOM FEES	52,090	45,000	49,577	50,000	45,000	45,000	45,000	45,000
10-300-4640	PRODUCTS FOR SALE	9,317	6,000	8,979	9,000	6,000	6,000	6,000	6,000
	SUB-TOTAL RECREATION DEPARTMENT	182,279	117,500	170,163	174,100	117,500	117,500	117,500	117,500
10-300-4710	PIER LEASE	16,296	0	16,296	16,296	0	0	0	0
10-300-8100	MISCELLANEOUS REVENUES	17,230	10,002	7,960	8,500	10,000	10,000	10,000	10,000
10-300-8200	DONATIONS	175	0	175	175	0	0	0	0
10-300-8410	SALE OF FIXED ASSETS	54,000	0	54,000	54,000	0	0	0	0
10-300-8420	SALE OF MATERIALS	1,495	0	1,495	1,495	0	0	0	0
		55,495	0	55,495	55,495	0	0	0	0
10-300-8908	MOSQUITO CONTROL REVENUE	2,871	0	2,871	2,871	0	0	0	0
10-300-8913	BRUNSWICK CO, TRANSIT REIMBURSEMENT	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
10-300-8917	VETERANS PARK MEMORIAL BRICKS	0	9,070	9,070	9,500				
10-300-8918	KAYAK LAUNCH GRANT	0	0		0	0	0	0	0
10-300-8919	RECREATION DONATIONS	16,380	3,000	12,167	12,167	3,000	3,000	3,000	3,000
10-300-8904	CONNECT NC GRANT		28,118	0	0	28,118	28,118	28,118	28,118
10-300-8905	PARTF GRANT		100,000	0	0	100,000	100,000	100,000	100,000
10-300-8906	CRFL GRANT		10,000	0	0	10,000	10,000	10,000	10,000
10-300-8910	CAMA GRANT	68,827	16,600	68,827	68,827	16,600	16,600	16,600	16,600
	SUB TOTAL GRANTS	85,206	157,718	80,993	80,994	157,718	157,718	157,718	157,718
10-300-8925	TRANSFER FROM ACCOMMODATIONS TAX	0	0	0	0	0	0	0	0
10-300-8972	TRANSFER FROM CAPITAL RESERVES	58,763	746,368	522,368	58,763	0	0	0	0
	SUB TOTAL TRANSFERS	58,763	746,368	522,368	58,763	0	0	0	0
10-300-9500	INTEREST INVESTMENTS	113,007	55,000	79,103	100,000	55,000	55,000	55,000	55,000
10-300-9800	APPROPRIATED FUND BALANCE		842,345	0	0	0	0	0	0
10-300-9810	APPROPRIATED -POWELL BILL		500,000	500,000	500,000	0	0	0	0
	SUB TOTAL APPROPRIATIONS	0	1,342,345	500,000	500,000	0	0	0	0
		14,097,537	14,902,841	14,300,613	13,961,117	13,110,243	13,110,243	13,110,243	13,110,243

TOWN OF OAK ISLAND
BUDGET SUMMARY - TOWN COUNCIL (10-410)
FY 2019 - 2020

Account Number	Description	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 2019 - 2020	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
TOWN COUNCIL								
10-410-0210	FEES PAID ELECTED OFFICIALS	39,000	46,200	38,500	46,200	46,200	46,200	46,200
10-410-0300	FICA EXPENSE	2,485	3,534	2,497	3,534	3,534	3,534	3,534
10-410-0800	WORKERS COMPENSATION	2,015	108	1,049	1,049	1,049	1,049	1,049
10-410-2100	DEPARTMENTAL SUPPLIES	2,011	2,000	1,347	1,000	2,000	2,000	2,000
10-410-2101	VIDEO & TAPING SUPPLIES	3,037	3,000	1,611	2,000	3,000	3,000	3,000
10-410-2406	EMPLOYEE/VOLUNTEER APPRECIATION	0	2,500	0	0	2,500	2,500	2,500
10-410-3100	PROFESSIONAL SERVICES - LEGAL	32,658	120,000	54,938	100,000	96,000	96,000	96,000
10-410-3101	PROFESSIONAL SERVICES - OTHER	48,648	66,000	0	66,000	66,000	66,000	66,000
10-410-3104	SPECIAL PROJECTS	1,792	8,500	3,977	4,500	6,000	6,000	6,000
10-410-3200	ADVERTISING	4,077	4,500	3,895	3,500	3,500	3,500	3,500
10-410-3300	DUES AND SUBSCRIPTIONS	0	100	0	100	100	100	100
10-410-3600	COUNCIL DEVELOPMENT	3,237	3,400	1,734	2,000	3,900	3,900	3,900
10-410-4600	ELECTION EXPENSES	4,857	0	0	0	5,000	5,000	5,000
10-410-9100	EXPENDABLE EQUIPMENT	2,812	2,500	1,097	1,500	2,500	2,500	2,500
10-410	DEPARTMENT TOTAL	146,630	262,342	110,646	231,383	241,283	241,283	241,283

BUDGET SUMMARY - TOWN COUNCIL (10-410)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

2100	<u>DEPARTMENT SUPPLIES</u> Based on prior expenditures. Includes supplies, name plates, and funeral flowers / donations		TOTAL =	\$2,000
2101	<u>SUPPLIES - VIDEOTAPING</u> Based on prior expenditures. Includes all costs to film, edit and post Town Council Meetings and Community Events on the Town's Public Access Channel 8.. Also includes annual maintenance to Clark Powell for Leightronix equipment for council chambers		TOTAL =	\$3,000
2406	<u>EMPLOYEE / VOLUNTEER APPRECIATION DINNER</u> To cover cost of dinner to reflect Town's appreciation of its volunteers		TOTAL =	\$2,500
3100	<u>PROFESSIONAL SERVICES - LEGAL</u> Town Attorney Services - projected at \$8,000 per month Includes other various legal fees / expenses not a part of the Town Attorney's Contract and/or any other professional fees.	96,000 0	TOTAL =	\$96,000
3101	<u>PROFESSIONAL SERVICES - OTHER</u> 2018 - 2019 Audit Contract estimate of \$66,000		TOTAL =	\$66,000
3104	<u>SPECIAL PROJECTS</u> To cover special projects that arise during the course of the year (\$500 x 12)		TOTAL =	\$6,000
3200	<u>ADVERTISING</u> Baed on review of current year advertising mostly with State Port Pilot		TOTAL =	\$3,500
3300	<u>DUES AND SUBCRIPTIONS</u> North Carolina Mayor's Association		TOTAL =	\$100
3600	<u>COUNCIL DEVELOPMENT</u> Based on prior expenditures. Includes travel incurred by Council members to attend various schools, training, or conferences. Includes annual retreat for Council members to develop Town goals and objectives.		TOTAL =	\$3,900
4200	<u>ELECTION EXPENSES</u> These funds are to fund the election to be held in Nov. 2019. This is based on the last election cost.		TOTAL =	\$5,000
9100	<u>EXPENDABLE EQUIPMENT</u> This line item is for office equipment, furniture, computers and other items that are used longer than one year and cost less than \$5,000.		TOTAL =	\$2,500
			TOTAL	<u>\$ 190,500</u>

**TOWN OF OAK ISLAND
DEPARTMENT SUMMARY
FY 2019 - 2020**

TOWN COUNCIL

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED FY 2019 - 2020 BUDGET</u>	<u>% CHANGE</u>	<u>APPROVED FY 2019 - 2020 BUDGET</u>	<u>% CHANGE</u>	<u>POSITIONS</u>
Service Compensation	43,500	49,842	50,783	1.85%	50,783	1.89%	Mayor 1
Operating Expenses	103,130	212,500	190,500	-11.55%	190,500	-10.35%	Town Council Members 5
Transfers							
TOTAL	146,630	262,342	241,283	-8.03%	241,283	-8.03%	TOTAL
<u>PERSONNEL</u>	<u>Full Time</u>	<u>Elected</u>	<u>Total</u>				
		<u>6</u>	<u>6</u>				<u>6</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - OUTSIDE AGENCY FUNDING (10-411)
FY 2019 - 2020

Account Number	Description	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	AGENCY REQUESTS FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
OUTSIDE AGENCY FUNDING									
10-411-3301	BRUNS FAMILY ASSISTANCE	2,000	2,000	2,000		2,000	2,000	2,000	2,000
10-411-3303	CHAMBER OF COMMERCE	5,000	9,000	5,000		5,000	5,000	5,000	5,000
10-411-3305	OKI SENIOR CITIZENS INC	1,500	1,500	1,500		1,500	2,239	0	0
10-411-3307	COMMUNITIES IN SCHOOLS	1,800	0	0		0	0	0	0
10-411-3309	OAK ISLAND WATER RESCUE	22,500	36,000	36,000		36,000	23,500	23,500	23,500
10-411-3311	NC FOURTH OF JULY FESTIVAL	1,000	0	0		0	0	0	0
10-411-3329	OKI PARKS CONSERVANCY	0	600	600		265	0	0	0
10-411-3331	SEA BISCUIT WILDLIFE SHELTER	1,000	1,000	1,000		1,000	2,000	2,000	2,000
10-411-3332	OAK ISLAND BEAUTIFICATION	0	0	0		0	1,000	1,000	1,000
10-411-3333	BRUNSWICK COUNTY PLANNING	3,000	0	0		0	0	0	0
10-411-3335	BRUNSWICK CO. AIRPORT	15,000	15,000	15,000		15,000	19,000	15,000	15,000
OUTSIDE AGENCY FUNDING TOTAL		52,800	65,100	61,100		60,765	54,739	48,500	48,500

TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2019 - 2020

Number	Description	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
ADMINISTRATION									
10-420-0220	SALARIES & WAGES - FULL TIME	797,005	801,329	617,926	801,329	840,694	840,694	840,694	840,694
10-420-0240	SALARIES - OVERTIME	847	-	850	-	0	0	0	0
10-420-0250	CELL PHONE ALLOWANCE	3,350	3,000	2,800	3,000	3,000	3,000	3,000	3,000
10-420-0300	FICA EXPENSE	58,144	61,531	45,388	61,531	64,543	64,543	64,543	64,543
10-420-0410	GROUP INSURANCE	117,832	107,457	86,346	107,457	111,231	111,231	111,231	111,231
10-420-0510	LGERS RETIREMENT	59,473	62,744	48,202	62,744	75,915	75,915	75,915	75,915
10-420-0520	401K SUPP. RETIREMENT	16,649	17,059	13,636	17,059	32,065	32,065	32,065	32,065
10-420-0700	UNEMPLOYMENT INSURANCE	378	1,645	285	1,645	1,645	1,645	1,645	1,645
10-420-0800	WORKERS COMPENSATION	26,651	1,879	18,633	1,879	1,956	1,956	1,956	1,956
10-420-1000	RETIREE INSURANCE	55,196	37,624	28,237	37,624	39,404	39,404	39,404	39,404
10-420-2100	DEPARTMENTAL SUPPLIES	13,064	18,000	12,008	18,000	15,000	15,000	15,000	15,000
10-420-2105	CASH OVER/SHORT	(24)	0	113	0	0	0	0	0
10-420-3200	ADVERTISING	1,995	2,000	1,052	2,000	1,000	1,000	1,000	1,000
10-420-3300	DUES & SUBSCRIPTIONS	12,627	13,115	12,928	13,115	13,115	13,115	13,115	13,115
10-420-3400	OAK ISLAND 20 YEAR ANNIVERSARY	0	20,000	6,875	20,000	0	0	0	0
10-420-3600	STAFF DEVELOPMENT	7,408	9,000	5,212	9,000	11,000	11,000	11,000	11,000
10-420-3601	MANAGER'S STAFF DEVELOPMENT	1,983	7,000	2,184	7,000	5,000	5,000	5,000	5,000
10-420-4101	HURRICANE DAMAGE EXPENSE	0	500,000	1,822,972	1,822,972	0	0	0	0
10-420-4110	REPAIRS TOWN HALL	4,641	10,000	2,482	10,000	10,000	10,000	10,000	10,000
10-420-4120	MAINT. & REPAIR EQUIPMENT	175	6,600	360	6,600	2,500	2,500	2,500	2,500
10-420-4130	MAINT & REPAIR VEHICLES	2,980	3,600	1,749	3,600	2,500	2,500	2,500	2,500
10-420-4300	TELEPHONE & POSTAGE	9,118	10,500	4,142	12,000	10,500	10,500	10,500	10,500
10-420-4301	INTERNET ACCESS	12,703	16,600	13,550	16,600	16,600	16,600	16,600	16,600
10-420-4308	OAK ISLAND WEB PAGE	2,149	-	0	-	10,000	10,000	10,000	10,000
10-420-4400	UTILITIES	20,372	24,732	14,935	24,732	24,732	24,732	24,732	24,732
10-420-4500	LIABILITY INSURANCE	158,600	168,568	93,232	168,568	168,568	168,568	168,568	168,568
10-420-4700	MISC - FIRE DISTRICT FEES	13,882	31,185	17,208	31,185	20,000	20,000	20,000	20,000
10-420-5420	CAPITAL OUTLAY-TECHNOLOGY	55,342	50,000	7,720	50,000	25,000	25,000	25,000	25,000
10-420-6100	CONTRACTED SERVICES	152,460	147,200	112,734	147,200	142,500	142,500	142,500	142,500
10-420-6600	BANK & CREDIT CARD FEES	24,648	30,000	12,997	30,000	20,000	20,000	20,000	20,000
10-420-7110	DEBT SERVICE-PRINCIPLE	588,000	588,000	588,000	588,000	588,000	588,000	588,000	588,000
10-420-7120	DEBT SERVICE-INTEREST	52,920	39,690	39,690	39,690	26,460	26,460	26,460	26,460
10-420-7400	CAPITAL OUTLAY	226,661	-	710,791	-	0	0	0	0
10-420-9100	EXPENDABLE EQUIPMENT	616	2,000	1,148	2,000	2,000	2,000	2,000	2,000
10-420-9101	EXPENDABLE EQUIPMENT - IT	6,792	5,000	1,885	5,000	5,000	5,000	5,000	5,000
10-420-9635	TRANSFER TO SOLID WASTE FUND	0	-	0	-	0	0	0	0
10-420-9646	TRANSFER TO GOLF COURSE-OPERATIONS	50,000	89,480	50,000	89,480	149,577	149,577	149,577	149,577
10-420-9648	TRANSFER TO BEACH NOURISHMENT	0	-	0	-	0	0	0	0
10-420-9649	TRANSFER TO PIER COMPLEX	90,960	266,152	100,000	266,152	257,249	257,249	257,249	257,249
10-420-9672	TRANSFER TO CAPITAL RESERVE	346,941	299,424	133,076	299,424	30,590	30,590	30,590	30,590
10-420-9700	RESERVE FOR FUND BALANCE	-	-	0	0	0	0	0	0
10-420	DEPARTMENT TOTAL	2,992,539	3,452,114	4,631,347	4,776,586	2,727,343	2,727,343	2,727,343	2,727,343

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

2102 DEPARTMENT SUPPLIES

Anticipated miscellaneous supplies for Town Hall offices based on review of current year expenditures. Includes the cost of planned Citizens Academy

TOTAL= **\$15,000**

3200 ADVERTISING

To cover the cost of required legal posting, employment opportunity posting and other miscellaneous advertising. Increase over prior year due to actual increase seen in current fiscal year expenditures. Average \$167/month

TOTAL= **\$1,000**

3300 DUES AND SUBSCRIPTIONS

All Others	1,685
NC League of Municipalities	7,900
Cape Fear Council of Governments	1,600
North Carolina Management Association	100
North Carolina Resort Towns Association	100
American Shore and Beaches	500
North Carolina Assoc of Municipal Clerks	70
International Institute of Municipal Clerks	160
NC Beach, Inlet & Waterway Association (NCBIWA)	1,000

Estimated for professional dues, certification renewals and subscriptions to professional journals, etc.

13,115 TOTAL= **\$13,115**

3600 STAFF DEVELOPMENT

Estimated for administrative staff to attend, meetings, conferences, required updates, etc. in order to stay abreast of changes and to maintain required certifications. Includes travel and training cost for Town Clerk, Finance Director, Tax Collector and all of the other Administration supporting staff

TOTAL= **\$11,000**

3601 MANAGER'S STAFF DEVELOPMENT

Estimated based on Town Manager attendance at Managers School and other training

TOTAL= **\$5,000**

4110 REPAIRS - TOWN HALL

Repairs made to town hall not charged to Facilities Management

TOTAL= **\$10,000**

4120 MAINTENANCE AND REPAIR EQUIPMENT

Maintenance agreements for telephone system, Genicom printer, binder machine, administration copier and mailing system. Funds for other maintenance as needed.

Independent Mailing System & Letter Opener	\$1,000
CDS - Administration Copier Maintenance Contract	\$1,500
Totals	\$2,500

TOTAL= **\$2,500**

4130 REPAIRS & MAINTENANCE - VEHICLES

Repair to vehicle fleet to be utilized by Town Hall employees

TOTAL= **\$2,500**

4300 TELEPHONE AND POSTAGE

Telephone service for all of Town Hall, including fax lines and computer modem lines. Postage is for administration and special project mailings.

AT & T Phone Service averages \$600/month	\$7,200
Postage (Town) and FedEx/Shipping (Admin)	\$3,300
	<u>\$10,500</u>

TOTAL= **\$10,500**

4301 INTERNET ACCESS

Cost to maintain access to the internet connectivity to other buildings. (Time Warner - \$1,250 per month)

TOTAL= **\$16,600**

4308 OAK ISLAND WEB PAGE

This funding is to rebuild update, improve and maintain the town's web page

TOTAL= **\$10,000**

4400 UTILITIES

Based on analysis of current year billings from Brunswick Electric

TOTAL= **\$24,732**

4500 LIABILITY INSURANCE AND UNEMPLOYMENT

Includes insurance on Town facilities and equipment, professional liability and required unemployment contributions and deductibles for claims/law suits. Estimated expense will need to be re-evaluated when premium renewal notices are received from insurance carriers.

FY 2018 Insurance information:

Property & Liability	\$151,000
Flood Insurance	\$7,068
Deductible payments (3 claims @ \$3,500 per claim)	\$10,500
Total	<u>\$168,568</u>

TOTAL= **\$168,568**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

4700	<u>FIRE DISTRICT FEES</u>		
	Payment of Town portion of fire fees. (This is refunded during the year by County in Fire District Fees)	TOTAL=	\$20,000
5420	<u>CAPITAL OUTLAY TECHNOLOGY</u>		
	Update to computer software, replacement of outdated PC's and printers	TOTAL=	\$25,000
6100	<u>CONTRACTED SERVICES</u>		
	Includes service/maintenance of Town's server hardware and software package upgrades; software license fees for ICS software; fees for Accurant service; copier lease payments, EAP contract service fees, postage meter updates; fees to Brunswick County for vehicle tax collections, rent for solid waste containers for certain municipal facilities, contract with municipal code corporation, copier lease, actuarial study, web master, etc.		
	ICS Software Contract - To maintain old system	\$ 18,000	
	Tyler Software - Annual Maintenance (\$1,500 and Licenses \$53,000	\$ 54,500	
	Oak Island Tribune-Monthly Newsletter	\$ 10,200	
	Property Tax Notices-printing and mailing	\$ 6,500	
	Town Hall Copier Leases	\$ 8,000	
	Employee Assistance Program	\$ 3,000	
	OPEB & LEO Separation Actuarial Valuations	\$ 5,000	
	Public Relations Services	\$ 2,000	
	LexisNexis-Accurant	\$ 1,600	
	County DMV Collection Fee	\$ 1,200	
	Fire Sprinkler & Fire Extinguisher Inspections	\$ 500	
	Codification of New Unified Development Ordinance (ORD)	\$ 17,000	
	Municipal Code Updates	\$ 4,000	
	Unanticipated software changes, updates or related costs	\$ 11,000	
		\$ 142,500	TOTAL= \$142,500
6600	<u>BANK, CREDIT CARD & PAYCHEX FEES</u>		
	Tyler software and licensing for payroll processing - all departments, bank & credit card fees. Estimate of \$2,500 month based on current year.	TOTAL=	\$20,000
7110	<u>DEBT SERVICE - PRINCIPAL</u>		
	Includes debt service principal payments for Town Hall Building	TOTAL=	\$588,000
7120	<u>DEBT SERVICE - INTEREST</u>		
	Includes debt service interest payments for the Town Hall Building	TOTAL=	\$26,460
9100	<u>EXPENDABLE EQUIPMENT</u>		
	Estimated per past experience; replacement or new purchases of file cabinets, general office furniture, printers, computer memory	TOTAL=	\$2,000
9101	<u>EXPENDABLE EQUIPMENT - IT COMPUTER/PRINTER REPLACEMENTS</u>		
	IT assets line to address computer needs during the fiscal year in an effort to continually upgrade the older and more out of date systems. IT staff would be able to evaluate a system that needs to be replaced and determine if the use of that particular system needs the newest technology or if there is another department that needs the newer technology and would benefit more from a new computer, then refurbish that computer and rotate it to the department that has the replacement need. This will get the departments the appropriate technology to meet their needs and make the most of the Town's investment of funds.		
		TOTAL=	\$5,000
9646	<u>TRANSFER TO GOLF COURSE</u>		
	To supplement operations of the golf course operations.	TOTAL=	\$149,577
9648	<u>TRANSFER TO BEACH RENOURISHMENT</u>		
	To transfer funds to the Beach Renourishment Fund to pay for Engineering Costs	TOTAL=	\$0
9649	<u>TRANSFER TO PIER COMPLEX</u>		
	To supplement operations of the pier complex	TOTAL=	\$257,249
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Designated funds for future capital items or payoff of general fund bank loans	TOTAL=	\$30,590
		TOTAL	<u>\$1,556,891</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u>	<u>FY 18 - 19</u>	<u>REQUESTED</u>	<u>REQUESTED</u>	<u>APPROVED</u>	<u>APPROVED</u>	<u>POSITIONS</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>FY 19 - 20</u>	<u>%</u>	<u>FY 19 - 20</u>	<u>CHANGE</u>	
Salaries/Benefits	\$ 1,135,524	\$ 1,094,268	\$ 1,170,452	7.0%	\$ 1,170,452	7.0%	Town Manager 1
Operating Expenses	\$ 446,190	\$ 1,025,100	\$ 480,015	-53.2%	\$ 480,015	-53.2%	Finance Director 1
Capital Outlay	\$ 282,003	\$ 50,000	\$ 25,000	-50.0%	\$ 25,000	-100.0%	Town Clerk 1
Debt Service	\$ 640,920	\$ 627,690	\$ 614,460	-2.1%	\$ 614,460	-2.1%	Human Resource Specialist 1
Transfers	\$ 140,960	\$ 355,632	\$ 406,826	14.4%	\$ 437,416	23.0%	Accounting Services Technician 1
Reserve	\$ 346,941	\$ 299,424	\$ 30,590	-	\$ -	-	Tax Collector 1
							Public Information Officer 1
							Deputy Tax Collector 1
							IT Specialist 1
TOTAL	\$ 2,992,539	\$ 3,452,114	\$ 2,727,343	-21.0%	\$ 2,727,343	-21.0%	CSR 2
							Accounting Technician 1
							Administrative Assistant II 1
							Office Assistant 1
PERSONNEL	FULL-TIME	PART-TIME	TOTAL				
	<u>14</u>	<u>0</u>	<u>14</u>				<u>14</u>

TOWN OF OAK ISLAND
FACILITIES MAINTENANCE DEPARTMENT (10-500)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 19 - 20	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
<u>PUBLIC SERVICES - FACILITIES MAINTENANCE</u>									
10-500-0220	SALARIES & WAGES - FULL TIME	79,506	82,847	60,807	82,847	85,710	85,710	85,710	85,710
10-500-0240	SALARIES & WAGES - OVER TIME	2,010	2,000	5,291	5,000	2,000	2,000	2,000	2,000
10-500-0250	CELL PHONE ALLOWANCE	700	1,200	500	1,200	1,200	1,200	1,200	1,200
10-500-0300	FICA EXPENSE	10,388	6,491	4,782	6,491	6,710	6,710	6,710	6,710
10-500-0410	GROUP INSURANCE	19,481	16,455	10,323	16,455	13,515	13,515	13,515	13,515
10-500-0510	LGERS RETIREMENT	7,593	6,514	5,138	6,514	7,880	7,880	7,880	7,880
10-500-0520	401K SUPP. RETIREMENT	2,620	1,872	1,685	1,872	3,490	3,490	3,490	3,490
10-500-0700	UNEMPLOYMENT	50	235	30	235	235	235	235	235
10-500-0800	WORKERS COMPENSATION	1,773	3,798	1,975	3,798	3,898	3,898	3,898	3,898
10-500-2100	DEPARTMENTAL SUPPLIES	5,164	5,000	4,915	5,000	6,000	6,000	6,000	6,000
10-500-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE)	2,715	4,000	1,621	4,000	3,000	3,000	3,000	3,000
10-500-3600	STAFF DEVELOPMENT	10	1,000	160	1,000	500	500	500	500
10-500-3710	UNIFORMS	1,034	1,240	843	1,240	1,240	1,240	1,240	1,240
10-500-4110	MAINT & REPAIR FACILITIES	61,308	90,000	55,004	90,000	90,000	90,000	90,000	90,000
10-500-4120	MAINT. & REPAIR EQUIPMENT	328	500	223	500	500	500	500	500
10-500-4130	MAINT & REPAIRS VEHICLES	597	1,000	1,302	1,000	2,000	2,000	2,000	2,000
10-500-4140	MAINT. BEACH/WATERWAY ACCESS	18,036	25,000	259	25,000	25,000	25,000	25,000	25,000
10-500-4302	TELEPHONE AND POSTAGE	1,086	2,000	825	2,000	2,000	2,000	2,000	2,000
10-500-4303	INTERNET ACCESS	1,349	1,900	900	1,900	1,900	1,900	1,900	1,900
10-500-4400	UTILITIES	32,581	30,000	18,407	30,000	30,000	30,000	30,000	30,000
10-500-5411	CAPITAL OUTLAY -FACILITIES	23,262	0	0	-	0	0	-	-
10-500-5420	CAPITAL OUTLAY -EQUIPMENT	33,783	0	0	-	0	0	-	-
10-500-6100	CONTRACTED SERVICES	78,767	75,000	37,112	75,000	68,080	68,080	68,080	68,080
10-500-9100	EXPENDABLE EQUIPMENT	0	1,000	901	1,000	1,000	1,000	1,000	1,000
10-500	DEPARTMENT TOTAL	384,142	359,052	213,002	362,052	355,858	355,858	355,858	355,858

FACILITIES MAINTENANCE DEPARTMENT (10-500)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

DEPARTMENTAL SUPPLIES

Shop supplies and materials for general facility department operations, such as saw blades, hand tools, nail guns and other general tools.

TOTAL = **\$6,000**

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

Fuel, oil, etc. estimated on current year activity

TOTAL = **\$3,000**

3600 STAFF DEVELOPMENT

Plan for department personnel to attend training classes - safety training, Personal Protection Equip.

TOTAL = **\$500**

3710 UNIFORMS

2 @ \$620 per employee

TOTAL = **\$1,240**

4110 MAINT & REPAIR FACILITIES

Repairs to Town Hall, Police Department and other buildings not included in department budgets

TOTAL = **\$90,000**

4120 MAINT. & REPAIR EQUIPMENT

This is to fund miscellaneous power hand tools such as a welder, plainer, saws etc.

TOTAL = **\$500**

4130 MAINT. & REPAIR VEHICLES

Estimated based on review of current year expenditures.

TOTAL = **\$2,000**

4140 MAINT. BEACH/WATERWAY ACCESSES

Bluewater Point, Crab Dock and older areas needing repairs, wooden structures kayak launch, 19th & 30th street floating dock.

TOTAL = **\$25,000**

4302 TELEPHONE AND POSTAGE

Estimated based on review of current year expenditures.

TOTAL = **\$2,000**

4303 INTERNET ACCESS

Estimated based on review of current year expenditures.

TOTAL = **\$1,900**

4400 UTILITIES

Based on review of current year utility billing

TOTAL = **\$30,000**

6100 CONTRACTED SERVICES

Professional Business Cleaning (\$116.87 X 12 = \$1,400)

\$1,400

Manning Pest Control (\$620 per quarter)

\$2,480

Laws Janitorial Service (Police Dept \$1,825 Town Hall \$1,675 and Public Works \$600 per Month)

\$49,200

Includes monthly cleaning of facilities, pest control and other services

\$5,000

Building Facility Review of 20 buildings x \$500.00 each

\$10,000

Sub-Total

\$68,080

TOTAL = **\$68,080**

9100 EXPENDABLE EQUIPMENT

Items less than \$5,000 with a useful life greater than 1 year

TOTAL = **\$1,000**

TOTAL **\$231,220**

**TOWN OF OAK ISLAND
FACILITIES MAINTENANCE DEPARTMENT (10-500)
DEPARTMENT SUMMARY
FY 2019 - 2020**

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED</u>		<u>FY 19 - 20 BUDGET</u>	<u>APPROVED</u>		<u>POSITIONS</u>
			<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>		<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>	
Salaries/Benefits	124,120	121,412	124,638	2.7%	124,638	124,638	2.7%	Facilities Maintenance Tech II 1
Operating Expenses	236,759	237,640	231,220	-2.7%	231,220	231,220	-2.7%	Facilities Maintenance Tech 1
Capital Outlay	23,262	0	0		0			
TOTAL	384,142	359,052	355,858	-0.9%	355,858	355,858	-0.9%	
<u>PERSONNEL</u>	<u>FULL-TIME</u> 2	<u>PART-TIME</u> 0	<u>TOTAL</u> 2		<u>TOTAL</u> 2			

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREV YR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
10-510-0220	SALARIES & WAGES - FULL TIME	1,233,005	1,225,153	1,060,178	1,225,153	1,338,814	1,338,814	1,338,814
10-510-0240	SALARIES & WAGES - OVERTIME	25,082	30,000	44,951	30,000	30,000	30,000	30,000
10-510-0245	CELL PHONE ALLOWANCE	6,933	14,400	4,839	14,400	15,000	15,000	15,000
10-510-0300	FICA EXPENSE	93,594	97,121	81,929	97,121	105,862	105,862	105,862
10-510-0410	GROUP INSURANCE	183,346	182,899	129,810	182,899	171,239	171,239	171,239
10-510-0510	RETIREMENT EXPENSE - LEO	96,765	90,556	85,094	96,286	114,320	114,320	114,320
10-510-0510	RETIREMENT EXPENSE - LGERS	6,176	5,730	5,730	5,730	6,070	6,070	6,070
10-510-0520	SUPP. RETIREMENT - 401K	58,214	55,352	50,727	55,352	60,785	60,785	60,785
10-510-0700	UNEMPLOYMENT	656	3,055	446	3,055	3,173	3,173	3,173
10-510-0800	WORKERS COMPENSATION	35,725	44,825	29,132	44,825	48,501	48,501	48,501
10-510-1000	RETIREE INSURANCE	55,557	49,333	401,959	49,333	52,889	52,889	52,889
10-510-2100	INVESTIGATIONS/ DRUG ENFORCEMENT	1,895	3,000	948	3,000	3,500	3,500	3,500
10-510-2101	DEPARTMENTAL SUPPLIES	6,870	10,000	9,272	10,000	13,000	13,000	13,000
10-510-2103	DRUG ENFORCEMENT-NARCOTICS	3,000	8,000	3,000	8,000	9,000	9,000	9,000
10-510-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE, SM/	50,759	93,000	49,713	93,000	65,000	65,000	65,000
10-510-3300	DUES & SUBSCRIPTIONS	520	1,175	439	1,175	1,500	1,500	1,500
10-510-3500	PRINTING	1,360	1,500	414	1,500	1,500	1,500	1,500
10-510-3600	STAFF DEVELOPMENT	9,122	10,000	4,191	10,000	12,000	12,000	12,000
10-510-3710	UNIFORMS	13,266	14,000	9,792	14,000	18,000	18,000	18,000
10-510-4109	MAINT. & REPAIR-FACILITIES	5,336	10,000	8,098	10,000	10,000	10,000	10,000
10-510-4120	MAINT. & REPAIR EQUIPMENT	2,158	3,000	173	3,000	2,500	2,500	2,500
10-510-4130	MAINT. & REPAIR VEHICLES	12,127	20,000	15,542	20,000	20,000	20,000	20,000
10-510-4300	TELEPHONE & POSTAGE	13,309	14,000	15,678	14,000	16,000	16,000	16,000
10-510-4301	INTERNET ACCESS	3,875	4,000	2,646	4,000	4,000	4,000	4,000
10-510-4400	UTILITIES	28,155	27,000	15,290	27,000	27,000	27,000	27,000
10-510-5430	CAPITAL OUTLAY	16,440	185,368	104,676	185,368	154,707	154,707	154,707
10-510-6100	CONTRACTED SERVICES	25,085	37,835	35,744	37,835	37,850	37,850	37,850
10-510-7110	DEBT SERVICE-PRINCIPAL	473,528	473,528	473,528	473,528	473,528	473,528	473,528
10-510-7120	DEBT SERVICE-INTEREST	42,617	31,963	31,963	31,963	21,309	21,309	21,309
10-510-9100	EXPENDABLE EQUIPMENT	1,205	1,500	1,088	1,500	10,000	10,000	10,000
10-510-9310	FORFEITURES/EXPENDABLE EQUIP-FED	1,887	15,093	2,740	15,093	-	-	-
10-510-9320	FORFEITURES/EXPENDABLE EQUIP -STATE	0	22,488	7,309	22,488	-	-	-
10-510-9672	TRANSFER TO CAPITAL RESERVE		175,000	87,500	175,000	175,000	175,000	175,000

10-510	DEPARTMENT TOTAL	2,507,568	2,959,874	2,774,539	2,965,604	3,022,047	3,022,047	3,022,047
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**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

INVESTIGATIONS/DRUG ENFORCEMENT

This line item is used for expenses related to the enforcement of violations of the controlled substance act, including the purchase of illegal narcotics by officers, paying informants, surveillance equipment and purchasing narcotic identification kits. This line item is used to purchase supplies for packaging evidence seized or collected by officers. The line item is used to pay for subpoenas.

TOTAL = **\$3,500**

2101 DEPARTMENTAL SUPPLIES

This line item is used to purchase items necessary in the daily operation of the Department. This includes office supplies, crime scene supplies, and videotapes, back-up tapes for computer systems, computer discs, rechargeable flashlight batteries, alkaline batteries, flashlight bulbs, and public safety and crime prevention materials. This line item is used to purchase the ammunition used for annual firearm qualifications and issued ammunition carried by the officers. Additional ammo and training for the AR15 rifles of which there are 9 with scopes and flashlights. Five of these weapons were purchased this year out of the State Forfeiture Funds.

TOTAL = **\$13,000**

2103 DRUG ENFORCEMENT - NARCOTICS

This line is used for expenses related to the enforcement of violations of the controlled substance act to include the purchase of illegal narcotics and paying informants. This is an increase of \$1,000 for purchase of narcotics and pay informants.

TOTAL = **\$9,000**

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

This line item is used to purchase gasoline and tires for the Department's fleet. This line item is used to purchase fuel for generator located on the police station.

TOTAL = **\$65,000**

3300 DUES & SUBSCRIPTIONS

This line item is used to pay for annual dues and membership fees. This estimate is based on past cost for dues.

North Carolina Association of Chiefs of Police

North Carolina Police Executives Association

International Association of Chiefs of Police

North Carolina Justice Academy Management Development Program Alumni Association

North Carolina Narcotics Officers Association

International Conference of Police Chaplains (ICPC)

Membership of organizations for Police Chief, Asst. Chief, Lt. of Investigations, and Lt. of Patrol Division.

Organizations they have never had the opportunity to be members of in the past

TOTAL = **\$1,500**

3500 PRINTING

This line item is used for printing Department stationery and envelopes, business cards, civil citations, NC Alcohol citations and various forms used by members of the Department. (This is an estimate based on past experiences.)

TOTAL = **\$1,500**

3600 STAFF DEVELOPMENT

This line item is used for expenses relating to travel and training. Most of the in-service training is done in-house with Department instructors. The Department takes advantage of training offered through the LGERS community colleges, on-line courses and the North Carolina Justice Academy when appropriate classes are offered. This line item covers tuition, materials and books for classes and materials for in-house training. It is mandatory that officers complete 24 hours of in-service training during the calendar year to maintain a Law Enforcement Certification. Article VI, Section 10 of The Town's Personnel Ordinance provides for the tuition assistance of up to \$1,000 per year for full-time employees. This line item is used to pay for any reimbursement to employees that choose to further their education. Travel expenses include meals, lodging and vehicle expenses for travel to and from training sites or whenever an officer must travel outside the area to follow up on criminal investigations or to transport prisoners and evidence. This line item also covers the fee for the use of the firing range.

TOTAL = **\$12,000**

3710 UNIFORMS

This line item is used to purchase uniform items for 24 full-time officers and 2 civilian employees. Items include uniform pants, shirts, shoes, jackets, hats, caps, ties, raincoats, gun belts, holsters, badges, uniform patches, uniform shorts, personal body armor (replaced every five (5) years), beach patrol t-shirts and polo shirts. Uniform items such as shirts, pants, jackets, caps, ties, and shoes are replaced throughout the year due to normal wear and tear. Clothing allowance for detectives \$500 X 5 = \$2,500. Vest, shoes, belts raincoats, winter coats in need for all officers not purchased in past which increases budget \$4,000.

TOTAL = **\$18,000**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

4109 MAINT. & REPAIR FACILITIES

This line item is used for the general maintenance for the police department building and the grounds around the department. This includes the replacement for general building items such as light bulbs and filters as well as the major items that may break such as heating units.

TOTAL = \$10,000

4120 MAINT. & REPAIR EQUIPMENT

This line item is used for the maintenance and repair of all equipment used by the Department, including radios, chargers, weapons, flashlights, radars, cameras, computers, printers and office equipment. Need to replace some computers

TOTAL = \$2,500

4130 MAINT. & REPAIR VEHICLES

This line item is used for the purchase of parts, lubricants and fluids to maintain and repair the Departments fleet of vehicles. This line item is used to pay for all labor for repairs to the Departments fleet of vehicles. The Department vehicle fleet includes (23) patrol vehicles, (3) investigative vehicles, (1) multi purpose resource vehicle, (1) Animal Control Vehicle, (3) ATV's and (1) utility trailer. This estimate is based on past expenses. Additional funding is needed for older police vehicles, a set of tires for one vehicle is approximately \$577. These vehicles would need 2 sets a year.

TOTAL = \$20,000

4300 TELEPHONE AND POSTAGE

This line item is used for telephone service, cellular telephone service, postage and shipping expenses. Shipping equipment for repairs plus insurance for the value of the equipment. This also includes shipping evidence and items that have to be tested at the SBI lab and recovered property that has to be returned to owners.

Telephone Services \$12,500 Postage & Shipping \$ 3,500

TOTAL = \$16,000

4301 INTERNET ACCESS

Based on review of current year invoices

TOTAL = \$4,000

4400 UTILITIES

Based on average bill of \$2,250.00 per month.

TOTAL = \$27,000

5430 CAPITAL OUTLAY

TOTAL = \$154,707

Lease of Ten (10) Police Vehicles. This would be a three year lease for (5) Dodge Chargers at \$40,872 each and (5) Dodge Durangos at \$46,805. each. These vehicles are fully equipped with radars, cameras, blue lights, cages, and computers.

6100 CONTRACTED SERVICES

This line item is used to pay for annual contracted services and yearly support fees. This line item is also used to pay for computer network system maintenance assistance.

FMRT (Fitness Medical Risk Training) for new employees, Drug evaluation, psychological and medical fitness, and Post-Conditional-Offer medical exam. Additional \$2,000.00

\$2,000

Southern Software yearly support fee (record management & web-based records sharing system)

\$5,977

Digital Ally (Cloud based Storage and License Fee for Car and Body Cameras

\$5,500

Division of Criminal Information- SBI DCI System rental (\$25 per month x 2 terminals)

\$600

Coastal Documents Systems (\$215 per month) plus (\$920 maintenance fee)

\$3,580

AXON - TASER International - Third Installment of a 5 year lease

\$6,696

Traffic radar calibrations (required annually)

\$1,000

Stericycle (Evidence Disposal)

\$800

TransUnion Investigations Database

\$1,800

Blackbag Technologies

\$650

BFPE (fire extinguisher maintenance for 8 extinguishers in the building)

\$250

Leads Online (On-line investigative service)

\$2,128

Straight Talk (Phones for Narcotics Enforcement)

\$2,146

Sure-Gen (Generator maintenance)

\$1,000

Hooks System (Computer maintenance and email services)

4000

Phone Maintenance-RONCO

1500

Active 911 (9.26 X 24) \$223.00

223

TOTAL = \$37,850

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

7110 DEBT SERVICE-PRINCIPAL

This represents the principal for the debt service payment for balance of Police Headquarters

TOTAL = \$473,528

7120 DEBT SERVICE-INTEREST

This represents the interest for the debt service payment for balance of Police Headquarters

TOTAL = \$21,309

9100 EXPENDABLE EQUIPMENT

This line item is used for weapons, police radios, radio chargers, rechargeable flashlights, office equipment, furniture, 3 workstation computers, and other items that are used longer than one year and cost less than \$5,000.

TOTAL = \$10,000

9310 FORFEITURES/ASSETS INVENTORY-FEDERAL

This line item is funded with monies seized from illegal controlled substance revenues. The monies are transferred year to year unless the balance is zeroed out by June 30th of the FY.

TOTAL = \$0

9320 FORFEITURES/ASSETS INVENTORY-STATE

This line item is funded with monies seized from illegal controlled substance revenues. The monies are transferred year to year unless the balance is zeroed out by June 30th of the FY.

TOTAL = \$0

9672 TRANSFER TO CAPITAL RESERVE

This line item is for future purchase of police vehicles as the older ones reach their maximum mileage.

TOTAL \$175,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	1,795,052	1,798,424	1,946,653	8.24%	1,946,653	8.24%	Police Chief 1
Operating Expenses	179,931	295,591	250,850	-15.14%	250,850	-15.14%	Assistant Police Chief 1
Capital Outlay	16,440	185,368	154,707	-16.54%	154,707	-16.54%	Lieutenant 2
Debt Service	516,145	505,491	494,837	-2.11%	494,837	-2.11%	Sergeant 4
Transfers		175,000	175,000		175,000		Corporal 4
							Detective (Fraud) 1
							Detective (Sex Crimes) - VACANT 1
							Detective (Narcotics) 1
							Narcotics Officer 1
							Police Officer 8
							Community Resource Officer 1
							Admin Support Specialist 1
							Police Records Specialist 1
TOTAL	2,507,568	2,959,874	3,022,047	2.10%	3,022,047	2.10%	
PERSONNEL	FULL-TIME	PART-TIME	TOTAL				
	0		0				
			TOTAL				27

TOWN OF OAK ISLAND
BUDGET SUMMARY - ANIMAL CONTROL (10-512)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREV YR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS
10-512-4500	CONTRACTED SERVICES Contracted Amount to Brunswick County for Animal Control (\$15,646.00 per quarter)	58,456	58,455	30,233	60,466	62,584	62,584
10-510	DEPARTMENT TOTAL	58,456	58,455	30,233	60,466	62,584	62,584

TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
FIRE DEPARTMENT									
10-530-0220	SALARIES & WAGES - FULL TIME	1,015,891	982,272	793,111		982,272	1,065,433	1,065,433	1,065,433
10-530-0230	SALARIES & WAGES - PART TIME	62,730	70,305	62,979		70,305	68,090	68,090	68,090
10-530-0240	OVER TIME - SCHEDULED	100,050	58,718	97,711		58,718	60,000	60,000	60,000
10-530-0241	OVER TIME - UN-SCHEDULED	0	-	-		-	20,000	20,000	20,000
10-530-0242	BRIDGE CLOSING - PART TIME	0	45,000	-		-	-	-	-
10-530-0245	CELL PHONE ALLOWANCE	3,650	4,200	2,750		4,200	3,600	3,600	3,600
10-530-0250	VOLUNTEER INCENTIVE	1,380	7,500	2,160		7,500	3,000	3,000	3,000
10-530-0300	FICA	86,782	89,352	69,751		89,352	93,339	93,339	93,339
10-530-0410	GROUP INSURANCE	146,323	134,139	113,859		134,139	158,073	158,073	158,073
10-530-0510	RETIREMENT/PENSION	84,575	90,092	67,342		90,092	109,037	109,037	109,037
10-530-0520	401K RETIREMENT	27,946	23,294	19,640		23,294	43,219	43,219	43,219
10-530-0700	UNEMPLOYMENT	630	3,503	395		3,503	3,266	3,266	3,266
10-530-0800	WORKERS COMPENSATION	36,377	45,019	29,540		45,019	47,971	47,971	47,971
10-530-2101	DEPARTMENTAL SUPPLIES	37,330	43,000	25,054		43,000	42,700	42,700	42,700
10-530-2102	HEAVY RESCUE SUPPLIES	9,965	10,000	378		10,000	20,000	20,000	20,000
10-530-2103	MEDICAL SUPPLIES	7,577	14,500	13,055		14,500	12,500	12,500	12,500
10-530-2200	OFFICE SUPPLIES	1,123	2,000	372		2,000	1,000	1,000	1,000
10-530-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE)	22,215	25,000	14,051		25,000	25,000	25,000	25,000
10-530-2350	VEHICLES SUPPLIES-BRIDGE CLOSING	0	7,500	-		-	-	-	-
10-530-2400	COMMUNITY ACTIVITIES	3,013	3,500	969		3,500	3,000	3,000	3,000
10-530-3300	DUES & SUBSCRIPTIONS	10,670	20,000	11,899		20,000	15,000	15,000	15,000
10-530-3600	STAFF DEVELOPMENT	17,412	20,000	11,795		20,000	20,000	20,000	20,000
10-530-3710	UNIFORMS	11,696	12,500	9,735		12,500	12,500	12,500	12,500
10-530-4109	MAINT. OF BLDGS & GROUNDS	45,712	50,000	37,237		50,000	50,000	50,000	50,000
10-530-4120	MAINT. & REPAIR EQUIPMENT	6,549	10,000	6,685		10,000	10,000	10,000	10,000
10-530-4130	MAINT. & REPAIR VEHICLES	38,773	50,000	29,202		50,000	50,000	50,000	50,000
10-530-4304	TELEPHONE & POSTAGE	5,158	7,500	4,179		7,500	7,500	7,500	7,500
10-530-4305	INTERNET ACCESS	4,153	4,000	3,146		4,000	4,000	4,000	4,000
10-530-4400	UTILITIES	25,780	29,000	17,386		29,000	29,000	29,000	29,000
10-530-4500	LIABILITY INSURANCE	53,591	45,500	55,178		45,500	57,000	57,000	57,000
10-530-5430	CAPITAL OUTLAY	36,624	-	-		-	-	-	-
10-530-6100	CONTRACTED SERVICES	63,734	70,000	34,671		70,000	70,000	70,000	70,000
10-530-7110	DEBT SERVICE-PRINCIPAL	572,100	572,100	572,100		572,100	572,100	572,100	572,100
10-530-7120	DEBT SERVICE-INTEREST	51,489	67,451	38,617		38,617	25,745	25,745	25,745
10-530-9102	EXPENDABLE EQUIPMENT	28,862	41,825	30,146		41,825	45,375	45,375	45,375
10-530-9672	TRANSFER TO CAPITAL RESERVE	100,000	50,000	25,000		50,000	50,000	50,000	50,000
10-530	DEPARTMENT TOTAL	2,719,861	2,708,770	2,200,094		2,627,436	2,797,447	2,797,447	2,797,447

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

Miscellaneous supplies needed for the day-to-day operation of Station 1, 2 and 3. Other items in this line are for the purchase of firefighting foam, general cleaning supplies, hurricane preparedness items, pager/radio batteries, and other essential supplies and small equipment otherwise not classified as Expendable Equipment or Capital Outlay. In this budget year we will also use this line item to complete replacement of 1.75" hose and begin replacement of 2.5" fire hose. (18 units of 50' sections)

TOTAL = \$42,700

2102 HEAVY RESCUE SUPPLIES

As a North Carolina State Certified Heavy Rescue Agency, we are required to maintain certain amounts and types of equipment on the Rescue Truck. This line item will replace rescue ropes and associated hardware as well as replace other rescue items used during the course of actual rescue related calls and/or training. This year we will need to replace all of our airbags. I estimate this air bag replacement to cost over \$10,000. The current airbags have been in use for over 10 years. The life expectancy of Air Bags is 10 - 15 years.

TOTAL = \$20,000

2103 MEDICAL SUPPLIES

Medical supplies for all EMS calls. We currently respond at a Paramedic level of care. We have 2 fire trucks certified at that level. This line item includes all Paramedic Level supplies needed such as but not limited to: bandages, IV supplies, Oxygen tanks and supplies, medications, narcotics, backboards, trauma supplies, defibrillator/electrode supplies for the cardiac monitors & Narcan Nasal Spray for all OIPD personnel. This line item also includes protocol books, blank Patient Care Report Books, Patient Refusal Forms, Well & Uninjured Forms and other associated paperwork required by NCOEMS. This line item also reflects replacement supplies needed for AED's in OIPD Patrol Cars, Town Hall & the Recreation Center as well as re-stocking supplies in the First Aid Boxes in buildings around the town.

TOTAL = \$12,500

2200 OFFICE SUPPLIES

Includes copy paper, pens, pencils, notebooks, and other essential general office materials for the effective and efficient operation of the department. Past year reviewed.

TOTAL = \$1,000

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

This Line Item is for diesel and regular fuel for all vehicles and gas powered equipment. Also included in this line item are minor vehicle parts and supplies.

TOTAL = \$25,000

2400 COMMUNITY PROGRAMS EXPENSES

This line item will reflect costs associated with public relations materials such as Fire and EMS safety literature and supplies. Included are expenses associated with the joint training and meetings with other departments. This line includes the cost of Car Seat Safety Check Program including supplies, training and certification & re-certification costs.

TOTAL = \$3,000

3300 DUES & SUBSCRIPTIONS

NC Rescue and EMS Benevolent Brotherhood (NCA&R EMS Brotherhood)	\$ 3,100
Archivesocial, Inc.-1 Year archiving towns social media	\$ 250
Active 911 - Annual Subscription	\$ 500
Brunswick County Fire Chiefs	\$ 50
Locality Media Inc.- First Due Size Up Subscription	\$ 3,600
Aladtec Inc.-Annual Fire Manager Scheduling Website	\$ 1,800
Reporting Systems Inc. - Annual EMS Fire Subscription and Mapping	\$ 1,850
NFPA - National Fire Codes Annual Subscription Renewal (Fire Department & Development Services Department)	\$ 1,350
International Association of Arson	\$ 100
Miscellaneous	\$ 2,400
TOTAL =	\$15,000

3600 STAFF DEVELOPMENT

Estimated per past experience. This line item reflects continuing education for Fire, Rescue and EMS training as well as the cost of Live Burns. Included is registration fees, travel expense, reference material, audio-visual material and associated reimbursement to personnel for expenses associated with attendance of training (Some of which is mandated by NFPA, OEMS and OSFM).

\$20,000

TOTAL = \$20,000

3710 UNIFORMS

Included in this request are uniforms, boots, and other uniform items for all personnel. The line item also includes Class A & B Dress Uniforms. Uniform purchases are determined based on past history of full and part time hires:

6 new full time staff @ \$525.00 = \$3150.00
 staff @ \$425.00 = \$1700.00
 replacement items @ \$325.00 = \$4875.00
 \$375 = 1125.00

new part time
 5 full time staff
 3 Class B Uniforms @

TOTAL = \$12,500

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

4109	<u>MAINTENANCE OF BUILDINGS & GROUNDS</u> This line item will reflect the costs associated with maintenance and repair to Stations 1, 2 and 3. These include but are not limited to: HVAC systems, bay doors, elevators, air compressors, plywood systems, electrical, plumbing, Fire Alarm systems, fire sprinkler systems, ice machines, station generators, and other repairs and maintenance associated with keeping buildings operational. Also included in this line item is minor & major upgrades such as replacement carpeting, floor tiles, interior & exterior paint & supplies, groundskeeping equipment and supplies and other general updates and repairs to all stations.	TOTAL =	\$50,000
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> To cover repairs and maintenance to office equipment, 2-way radios, pagers, Fire and Rescue equipment, gas monitoring devices and other essential equipment used by the Fire and Rescue Department. Also included in this line item is the associated costs of maintaining the telephone systems at Station 1, 2 and 3.	TOTAL =	\$10,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Includes maintaining and repairing four fire engines, one tanker, two platform ladder trucks and four support vehicles. Also included are essential yearly manufacturers maintenance on all Fire apparatus. This line is estimated expenditures due to account for the unexpected maintenance encountered on emergency vehicles.	TOTAL =	\$50,000
4304	<u>TELEPHONE & POSTAGE</u> Estimated per past experience. This line item includes station telephone lines (Station 1, 2, 3 buildings), long distance service, wireless access cards for two tablets (Asst Chief & Fire Marshal) and 7 laptops (2 Fire Trucks, Fire Chief Vehicle). This line item also includes postage.	TOTAL =	\$7,500
4305	<u>INTERNET ACCESS</u> Computer internet access service from Time Warner Cable. (Station 1, 2 & 3)	TOTAL =	\$4,000
4400	<u>UTILITIES</u> Based on review of current year utility billings	TOTAL =	\$29,000
4500	<u>LIABILITY INSURANCE</u> Based on prior year fire department liability insurance	TOTAL =	\$57,000
6100	<u>CONTRACTED SERVICES</u> This line item will include Annual Fit Test and Annual Physicals for ALL Staff (paid and volunteer). Includes service/maintenance of fire truck ground ladders, Annual Pump Test, Stretchers, Air Compressor testing, Air Sampling, SCBA testing, Annual Fire Alarm Service Testing and Monitoring, Annual Sprinkler Testing at Stations 2 & 3, Plymovent Contract, Email for all FT Staff and other essential contract services as mandated by OSHA and/or NFPA. This Line item also includes Defibrillator Maintenance for 12 AED's for OIFD, OIPD, Town Hall & the Recreation Center. Also included in this line item is annual elevator service & floor buffing/waxing.	TOTAL =	\$70,000
7110	<u>DEBT SERVICE-PRINCIPAL</u> Yaupon Beach Fire Station, South Harbour Fire Station	TOTAL =	\$572,100
7120	<u>DEBT SERVICE-INTEREST</u> Yaupon Beach Fire Station, South Harbour Fire Station	TOTAL =	\$25,745
9102	<u>EXPENDABLE EQUIPMENT</u> This line item includes 5 sets of Turnout Gear, 5 SCBA Bottles as required by DOT, OSHA and NFPA and six replacement intake Valves for 4 Engines and 2 Towers. This turnout gear and air bottles is purchased annually on a rotation schedule. Also includes \$10,000 for 3 radio replacements, to be done each year.	TOTAL =	\$45,375
9672	<u>TRANSFER TO CAPITAL RESERVE</u> This line item is for the future purchase of fire trucks or Equipment.	TOTAL =	\$50,000
Summary			\$1,122,420

TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>	
			<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>	<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>
Salaries/Benefits	1,566,334	1,553,394	1,675,028	7.83%	1,675,028	7.83%
Operating Expenses	393,314	465,825	474,575	1.88%	474,575	1.88%
Capital Outlay	36,624	-	-	100.00%	-	100.00%
Debt Service	623,589	639,551	597,845	-6.52%	597,845	-6.52%
Transfers	100,000	50,000	50,000	0.00%	50,000	0.00%
TOTAL	2,719,861	2,708,770	2,797,447	3.27%	2,797,447	3.27%

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	22	10	32

<u>POSITIONS</u>	
Fire Chief	1
Assistant Chief	1
Fire Marshal	1
Administrative	1
Fire Captains	3
Lieutenants	3
FEO /EMT - P	6
FEO /EMT - B	5
FEO /EMT - B	1
Sub-Total Full Time	22
Firefighters FEO EMT P (P/T)	5
Firefighters FEO EMT B (P/T)	4
Firefighters FEO EMT B (P/T)(VACANT)	1
Sub-Total Part Time	10
TOTAL	32

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED FY 18 - 19 EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
COMMUNITY DEVELOPMENT DEPARTMENT									
10-540-0220	SALARIES & WAGES - FULL TIME	448,169	521,670	365,903	521,670	549,014	549,014	549,014	549,014
10-540-0240	SALARIES & WAGES - OVERTIME	14,802	6,000	7,316	6,000	6,000	6,000	6,000	6,000
10-540-0250	CELL PHONE ALLOWANCE	4,000	5,400	3,668	5,400	5,400	5,400	5,400	5,400
10-540-0300	FICA EXPENSE	33,455	40,780	26,872	40,780	42,872	42,872	42,872	42,872
10-540-0410	GROUP INSURANCE	75,709	78,705	61,970	78,705	95,069	95,069	95,069	95,069
10-540-0510	LGERS RETIREMENT	34,812	41,317	28,843	41,317	50,118	50,118	50,118	50,118
10-540-0520	401K SUPP. RETIREMENT	7,455	11,873	7,815	11,873	22,201	22,201	22,201	22,201
10-540-0700	UNEMPLOYMENT	252	1,293	188	1,293	1,293	1,293	1,293	1,293
10-540-0800	WORKERS COMPENSATION	13,988	11,476	11,020	11,476	11,976	11,976	11,976	11,976
10-540-2100	DEPARTMENTAL SUPPLIES	3,495	3,500	3,089	3,500	4,500	4,500	4,500	4,500
10-540-2102	ADVISORY BOARD EXPENSES	826	1,500	58	1,500	500	500	500	500
10-540-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE)	5,253	5,500	4,480	5,500	6,000	6,000	6,000	6,000
10-540-3300	DUES & SUBSCRIPTIONS	952	1,000	386	1,000	415	415	415	415
10-540-3500	PRINTING	1,000	1,000	444	1,000	1,000	1,000	1,000	1,000
10-540-3600	STAFF DEVELOPMENT	3,035	6,000	4,337	6,000	7,000	7,000	7,000	7,000
10-540-3710	UNIFORMS	580	1,250	577	1,250	1,375	1,375	1,375	1,375
10-540-4120	MAINT. & REPAIR EQUIPMENT	0	500	306	500	500	500	500	500
10-540-4130	MAINT. & REPAIR VEHICLES	946	0	0	0	0	0	0	0
10-540-4300	TELEPHONE & POSTAGE	3,500	7,000	5,488	7,000	7,000	7,000	7,000	7,000
10-540-4301	INTERNET ACCESS	1,696	0	0	0	0	0	0	0
10-540-4800	HOMEOWNERS RECOVERY FUND	2,862	2,000	1,116	2,000	2,000	2,000	2,000	2,000
10-540-5420	CAPITAL OUTLAY	22,119	39,667	25,527	39,667	26,000	26,000	26,000	26,000
10-540-6100	CONTRACTED SERVICES	9,268	8,200	4,425	8,200	7,627	7,627	7,627	7,627
10-540-9672	TRANSFER TO CAPITAL RESERVE	0	10,000	5,000	10,000	10,000	10,000	10,000	10,000
10-540	DEPARTMENT TOTAL	688,173	805,631	568,830	805,631	857,859	857,859	857,859	857,859

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	Based on past cost of paper, ink and other office supplies	TOTAL =	\$4,500
2102	<u>ADVISORY BOARD EXPENSES</u>		
	Board member supplies, name plates, training.	TOTAL =	\$500
2300	<u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS) & REPAIRS</u>		
	Gas, oil, repairs on existing fleet.	TOTAL =	\$6,000
3300	<u>DUES & SUBSCRIPTIONS</u>		
	Certificates - Building Inspectors (15 X \$10 = \$150.00)	160	
	Associations - NCAZO -\$60, AICP \$300. and NCFPM \$60.	120	
	Code Books	135	
		<u>415</u>	
		TOTAL =	\$415
3500	<u>PRINTING</u>		
	Outside printing. Brochures, CRS	TOTAL =	\$1,000
3600	<u>STAFF DEVELOPMENT</u>		
	Training is required for the building inspectors to maintain their certifications. One inspector obtaining additional levels of certification. Schools and training for Zoning, CAMA, FEMA, and Corp as needed. Credits are needed to maintain certifications by job classification.	TOTAL =	\$7,000
3710	<u>UNIFORMS</u>		
	To purchase uniforms (shirts: 10 staff 4 shirts each at \$31.25 cost per shirt).	TOTAL =	\$1,375
4120	<u>MAINT. & REPAIR EQUIPMENT</u>		
	Repair of miscellaneous office equipment	TOTAL =	\$500
4300	<u>TELEPHONE & POSTAGE</u>		
	Based on review of current year invoicing	TOTAL =	\$7,000
4301	<u>INTERNET ACCESS</u>		
	Computer internet access service from Time Warner Cable.	TOTAL =	\$0
4800	<u>HOMEOWNERS RECOVERY FUND</u>		
	Fund set by NC State charged on all single-family homes, permitted in the state. 200 homes @ \$10.00	TOTAL =	\$2,000
5420	<u>CAPITAL OUTLAY</u>		
	Purchase of 2019 F-150 Pickup	26,000	
		Sub-total	
		TOTAL =	\$26,000
6100	<u>CONTRACTED SERVICES</u>		
	Intern Program	3,000	
	Copier maintenance service contract	1,550	
	Printer lease	2,577	
	ESRT	500	
	Ipad wireless services X 6 and Licensing Fees for Energov	0	
		<u>7,627</u>	
		Sub-total	
		TOTAL =	\$7,627
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Transfer to Capital Reserve for the replacement of vehicles in future budget years.	TOTAL =	\$10,000
		TOTAL	\$73,917

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	632,643	718,514	783,942	9.11%	783,942	9.11%	Development Services Director 1
Operating Expenses	55,531	47,450	47,917	0.98%	47,917	0.98%	Planning and Zoning Administrator 0
Capital Outlay	0	39,667	26,000		26,000		Sr Code Enforcement Officer 1
							Code Enforcement Officer 5
TOTAL	688,173	805,631	857,859	6.48%	857,859	6.48%	Code Enforcement Officer II 1
							Zoning Technician 3
							Permit Specialist 3
PERSONNEL	FULL-TIME 14	PART-TIME 0	TOTAL 14				TOTAL 14

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
10-545-0220	SALARIES & WAGES - FULL TIME	101,842	112,651	78,931	112,651	122,646	122,646	122,646
10-545-0250	CELL PHONE ALLOWANCE	500	600	350	600	600	600	600
10-545-0300	FICA EXPENSE	3,154	8,664	6,015	8,664	9,428	9,428	9,428
10-545-0410	GROUP INSURANCE	10,845	13,138	8,761	13,138	13,711	13,711	13,711
10-545-0510	LGERS RETIREMENT	6,390	8,347	6,147	8,347	10,564	10,564	10,564
10-545-0520	401K SUPP. RETIREMENT	705	2,399	915	2,399	4,679	4,679	4,679
10-545-0700	UNEMPLOYMENT	50	235	40	235	235	235	235
10-545-0800	WORKERS COMPENSATION	3,984	264	2,404	264	285	285	285
10-545-1000	RETIREE INSURANCE	13,966	13,980	11,142	13,980	15,592	15,592	15,592
10-545-2100	DEPARTMENTAL SUPPLIES	1,359	3,000	815	3,000	3,000	3,000	3,000
10-545-2300	VEHICLE SUPPLIES (FUEL, OIL)	1,228	1,500	825	1,500	1,500	1,500	1,500
10-545-3600	STAFF DEVELOPMENT	149	1,000	175	1,000	1,000	1,000	1,000
10-545-3710	UNIFORMS	283	680	0	680	680	680	680
10-545-3720	OSHA COMPLIANCE ITEMS	1,136	1,500	0	1,500	1,500	1,500	1,500
10-545-4130	MAINT. & REPAIR VEHICLES	99	500	135	500	500	500	500
10-545-4140	MAINT FUEL SYSTEM TANKS	16,061	20,000	5,536	20,000	10,000	10,000	10,000
10-545-4300	TELEPHONE	782	750	503	750	750	750	750
10-545-4301	INTERNET ACCESS	242	300	0	300	300	300	300
10-545	DEPARTMENT TOTAL	162,776	189,508	122,692	189,508	196,971	196,971	196,971

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

Estimated per review of current year invoicing	TOTAL =	\$3,000
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2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

Fuel, oil, etc. estimated based on review of current year invoicing	TOTAL =	\$1,500
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3600 STAFF DEVELOPMENT

Stay current with the changes in environmental changes, technology, regulations, and Vehicle safety.	TOTAL =	\$1,000
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3710 UNIFORMS

Uniforms for one at \$620. per the contract with UniFirst and 2 shirts for admin @ \$30.00 per shirt	TOTAL =	\$680
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3720 OSHA COMPLIANCE ITEMS

Items needed during the year for safety issues such as training videos, rain gear, safety vests, PPE	TOTAL =	\$1,500
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4130 MAINTENANCE & REPAIR VEHICLES

Estimated per review of current year invoicing	TOTAL =	\$500
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4140 MAINTENANCE FUEL SYSTEM TANKS

Estimated on review of current year	TOTAL =	\$10,000
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4300 TELEPHONE

Estimated per review of current year invoicing	TOTAL =	\$750
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4301 INTERNET ACCESS

Based on review of current year invoices for internet	TOTAL =	\$300
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TOTAL	<u>\$19,230</u>
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TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
DEPARTMENT SUMMARY

FY 2019 - 2020

PUBLIC SERVICES - PUBLIC WORKS - ADMINISTRATION

<u>EXPENDITURES</u>	FY 17 - 18 <u>ACTUAL</u>	FY 18 - 19 <u>BUDGET</u>	REQUESTED FY 19 - 20		REQUESTED %		APPROVED FY 19 - 20		APPROVED %		<u>POSITIONS</u>
			<u>BUDGET</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>CHANGE</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>CHANGE</u>	
Salaries/Benefits	141,437	160,278	177,741	177,741	10.90%	10.90%	177,741	177,741	10.90%	10.90%	PW Director 1
Operating Expenses	21,339	29,230	19,230	19,230	-34.21%	-34.21%	19,230	19,230	-34.21%	-34.21%	Admin Support Specialist 1
TOTAL	162,776	189,508	196,971	196,971	3.94%	3.94%	196,971	196,971	3.94%	3.94%	TOTAL 2

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	2	0	2

TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
PUBLIC SERVICES - FLEET MAINTENANCE									
10-550-0220	SALARIES & WAGES - FULL TIME	94,196	103,280	72,360		103,280	106,851	106,851	106,851
10-550-0240	SALARIES & WAGES - OVER TIME	0	2,000	0		2,000	2,000	2,000	2,000
10-550-0250	CELL PHONE ALLOWANCE	600	1,200	450		1,200	1,200	1,200	1,200
10-550-0300	FICA EXPENSE	7,155	7,901	5,320		7,901	8,174	8,174	8,174
10-550-0410	GROUP INSURANCE	14,289	13,089	12,144		13,089	17,085	17,085	17,085
10-550-0510	LGERS RETIREMENT	7,088	7,958	5,632		7,958	9,500	9,500	9,500
10-550-0520	401K SUPP. RETIREMENT	1,300	2,287	950		2,287	4,208	4,208	4,208
10-550-0700	UNEMPLOYMENT	50	235	37		235	235	235	235
10-550-0800	WORKERS COMPENSATION	2,843	4,265	2,515		4,265	4,375	4,375	4,375
10-550-2100	DEPARTMENTAL SUPPLIES	3,261	8,000	4,428		8,000	6,000	6,000	6,000
10-550-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE	7,899	10,000	10,301		10,000	13,000	13,000	13,000
10-550-3600	STAFF DEVELOPMENT	165	1,000	0		1,000	250	250	250
10-550-3710	UNIFORMS	1,336	1,240	858		1,240	1,240	1,240	1,240
10-550-4120	MAINT. & REPAIR EQUIPMENT	1,408	3,000	41		3,000	2,000	2,000	2,000
10-550-4130	MAINT. & REPAIR VEHICLES	1,079	2,000	1,075		2,000	2,000	2,000	2,000
10-550-4300	TELEPHONE	857	1,000	580		1,000	1,000	1,000	1,000
10-550-4301	INTERNET ACCESS	242	0	0		-	-	-	-
10-550-6100	CONTRACTED SERVICES	1,476	4,000	2,261		4,000	3,000	3,000	3,000
10-550-9100	EXPENDABLE EQUIPMENT	1,356	3,500	2,221		3,500	3,500	3,500	3,500
10-550	DEPARTMENT TOTAL	146,600	175,955	121,172		175,955	185,618	185,618	185,618

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

Includes general garage supplies such as nuts, bolts, wire, welding supplies, grease, oil, bulbs, fuses, etc. for supporting the town vehicle/equipment fleet. (FOR ALL DEPARTMENTS) TOTAL = **\$6,000**

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

Oil and transmission fluids for all departments. 55 gallon drum prices and review of current year activity TOTAL = **\$13,000**

3600 STAFF DEVELOPMENT

Stay current with the required changes in environmental technology, regulations, and Vehicle safety. TOTAL = **\$250**

3710 UNIFORMS

Two (2) department personnel at \$620. each TOTAL = **\$1,240**

4120 MAINTENANCE & REPAIR EQUIPMENT

Based on review of current year activity TOTAL = **\$2,000**

4130 MAINTENANCE & REPAIR VEHICLES

Based on review of current year activity for three vehicles in department fleet (4 wheel drive truck, Crown Vic & Pick Up) TOTAL = **\$2,000**

4300 TELEPHONE

Based on review of current and prior years. TOTAL = **\$1,000**

6100 CONTRACTED SERVICES/LABOR

A fee to pick up used oil by Noble Oil

Estimated funds for disposal of hazardous waste and other miscellaneous contracted services. TOTAL = **\$3,000**

9100 EXPENDABLE EQUIPMENT

Contingency for tools, vehicle maintenance equipment, etc. state inspections software update. TOTAL = **\$3,500**

TOTAL = \$31,990

TOWN OF OAK ISLAND

BUDGET SUMMARY - FLEET MAINTENANCE (10-550)

DEPARTMENT SUMMARY

FY 2019 - 2020

<u>EXPENDITURES</u>	FY 17 - 18 <u>ACTUAL</u>	FY 18 - 19 <u>BUDGET</u>	REQUESTED FY 19 - 20 <u>BUDGET</u>	REQUESTED % <u>CHANGE</u>	APPROVED FY 19 - 20 <u>BUDGET</u>	APPROVED % <u>CHANGE</u>
Salaries/Benefits	127,521	142,215	153,628	8.02%	153,628	8.02%
Operating Expenses	19,078	33,740	31,990	-5.19%	31,990	-5.19%
<u>TOTAL</u>	146,600	175,955	185,618	5.49%	185,618	5.49%

<u>POSITIONS</u>	
Sr. Equipment Mechanic	1
Equipment Mechanic	1

<u>PERSONNEL</u>	<u>FULL-TIME</u> 2	<u>PART-TIME</u>	<u>TOTAL</u> 2
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TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - STREETS (10-560)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
10-560-0220	SALARIES & WAGES - FULL TIME					287,050	287,050	287,050
10-560-0240	SALARIES & WAGES - OVER TIME					10,000	10,000	10,000
10-560-0250	CELL PHONE ALLOWANCE					1,200	1,200	1,200
10-560-0300	FICA EXPENSE					22,724	22,724	22,724
10-560-0410	GROUP INSURANCE					60,114	60,114	60,114
10-560-0510	LGERS RETIREMENT					26,553	26,553	26,553
10-560-0520	401K SUPP. RETIREMENT					11,762	11,762	11,762
10-560-0700	UNEMPLOYMENT					940	940	940
10-560-0800	WORKERS COMPENSATION					9,131	9,131	9,131
10-560-2100	DEPARTMENTAL SUPPLIES					4,000	4,000	4,000
10-560-2101	PAVING & SIDEWALK REPAIRS					40,000	40,000	40,000
10-560-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE)					12,500	12,500	12,500
10-560-3600	STAFF DEVELOPMENT					3,000	3,000	3,000
10-560-3710	UNIFORMS					4,960	4,960	4,960
10-560-4120	MAINT & REPAIR EQUIPMENT					11,000	11,000	11,000
10-560-4130	MAINT & REPAIR VEHICLES					6,000	6,000	6,000
10-560-4140	MAINT & REPAIR STREETS/SIGNS					55,000	55,000	55,000
10-560-4300	TELEPHONE & POSTAGE					250	250	250
10-560-6103	CONTRACT SVCS - PAVING					10,000	10,000	10,000
10-560-6104	CONTRACT SVCS - SIDEWALKS					10,000	10,000	10,000
10-560-6105	CONTRACT SVCS - POWELL BILL					300,000	300,000	300,000
10-560-9100	EXPENDABLE EQUIPMENT					1,000	1,000	1,000
10-560-9672	TRANSFER TO CAPITAL RESERVE					60,000	60,000	60,000
10-560	DEPARTMENT TOTAL	0	0	0	0	947,184	947,184	947,184

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - STREETS (10-560)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

<u>DEPARTMENTAL SUPPLIES</u>		
Based on review of current year and prior year expenditures	TOTAL =	\$4,000
2100 <u>PAVING & SIDEWALK SUPPLIES FOR REPAIRS</u>		
This is funding to perform paving and sidewalk repairs by the Street Department	TOTAL =	\$40,000
2300 <u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>		
Cost of fuel, oil and other vehicle expenses	TOTAL =	\$12,500
3600 <u>STAFF DEVELOPMENT</u>		
Stay current with the changes in environmental changes, technology, regulations, and Vehicle safety. Also includes additional asphalt training. The Department needs to certify employees as (Certified Flaggers)	TOTAL =	\$3,000
3710 <u>UNIFORMS</u>		
Estimate per past experience for 8 department personnel @ \$620.00 each	TOTAL =	\$4,960
4120 <u>MAINTENANCE & REPAIR EQUIPMENT</u>		
Based on review of current year invoicing	TOTAL =	\$11,000
4130 <u>MAINTENANCE & REPAIR VEHICLES</u>		
Based on review of current year invoicing	TOTAL =	\$6,000
4140 <u>MAINTENANCE & REPAIR -STREET ENDS & BEACH ACCESSES</u>		
Estimated cost to repair streets and street name signs for entire town. (Non Powell Bill eligible)	TOTAL =	\$55,000
4300 <u>TELEPHONE & POSTAGE</u>		
Based on review of current year invoicing	TOTAL =	\$250
4400 <u>UTILITIES</u>		
Based on review of current year activity.	TOTAL =	\$0
6103 <u>CONTRACTED SERVICES/STREET PAVING</u>		
Miscellaneous work to be performed during the year.	TOTAL =	\$10,000
6104 <u>CONTRACTED SERVICES/SIDEWALKS</u>		
This is work that will be outsourced for these repairs	TOTAL =	\$10,000
6105 <u>CONTRACT SERVICES - POWELL BILL</u>		
Paving of selected streets in town which are Powell Bill eligible. Based on street survey recently completed. Based on funding of \$300,000 for current year.	TOTAL =	\$300,000
9100 <u>EXPENDABLE EQUIPMENT</u>		
Expense for items lasting more than 1 year and costing less than \$5,000	TOTAL =	\$1,000
9672 <u>TRANSFER TO RESERVE</u>		
Transfer funds to begin funding of new Motor Grader in Fiscal Year 2020-2021	TOTAL =	\$60,000
		TOTAL <u>\$517,710</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - STREETS (10-560)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED FY 19 - 20 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 19 - 20 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	-	-	429,474	100.00%	429,474	100.00%	PW Crew Supervisor 1
Operating Expenses	-	-	517,710	100.00%	517,710	100.00%	Crew Leader 1 Hy Equipment Operator 1
Capital Outlay	0	-	-	-	-	-	Hvy Equipment Operator(Vacant) 1
Transfers	0	-	-	-	-	-	Maintenance Worker II 2
TOTAL	0	0	947,184	100.00%	947,184	100.00%	Maintenance Worker I (NEW) 2 TOTAL 8

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	8	0	8

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019	AS OF 3/31/2019				
10-570-0220	SALARIES & WAGES - FULL TIME	246,765	275,543	172,891	172,891	275,543	160,430	160,430	160,430
10-570-0240	SALARIES & WAGES - OVER TIME	5,308	8,000	7,149	7,149	8,000	4,000	4,000	4,000
10-570-0250	CELL PHONE ALLOWANCE	900	2,400	450	450	2,400	1,200	1,200	1,200
10-570-0300	FICA EXPENSE	14,431	21,691	13,291	13,291	21,691	12,579	12,579	12,579
10-570-0410	GROUP INSURANCE	41,621	48,710	34,762	34,762	48,710	26,850	26,850	26,850
10-570-0510	LGERS RETIREMENT	16,119	21,890	13,997	13,997	21,890	14,658	14,658	14,658
10-570-0520	401K SUPP. RETIREMENT	3,134	6,290	3,011	3,011	6,290	6,493	6,493	6,493
10-570-0700	UNEMPLOYMENT	177	823	101	101	823	470	470	470
10-570-0800	WORKERS COMPENSATION	6,811	15,869	6,889	6,889	15,869	9,131	9,131	9,131
10-570-2100	DEPARTMENTAL SUPPLIES	10,207	8,000	6,611	6,611	8,000	4,000	4,000	4,000
10-570-2101	MOSQUITO CONTROL	8,542	15,000	10,912	10,912	15,000	15,000	15,000	15,000
10-570-2300	VEHICLE SUPPLIES (FUEL, OIL CHANG	19,734	25,000	19,982	19,982	25,000	12,500	12,500	12,500
10-570-3600	STAFF DEVELOPMENT	1,055	3,000	160	160	3,000	1,000	1,000	1,000
10-570-3710	UNIFORMS	3,547	3,720	2,832	2,832	3,720	2,480	2,480	2,480
10-570-4120	MAINT & REPAIR EQUIPMENT	17,976	19,000	17,125	17,125	19,000	8,000	8,000	8,000
10-570-4130	MAINT & REPAIR VEHICLES	20,776	18,000	13,054	13,054	18,000	4,000	4,000	4,000
10-570-4140	MAINT & REPAIR STREETS/SIGNS	40,974	60,000	22,155	22,155	60,000	0	-	-
10-570-4300	TELEPHONE & POSTAGE	245	500	163	163	500	250	250	250
10-570-4301	INTERNET ACCESS	242	0	0	0	0	0	-	-
10-570-4400	UTILITIES	8,697	10,000	3,333	3,333	10,000	5,000	5,000	5,000
10-570-5410	CAPITAL OUTLAY	46,146	333,500	18,939	18,939	21,500	12,000	12,000	12,000
10-570-5420	SODIUM LIGHT SYSTEM(STREET)	112,403	106,300	74,512	74,512	106,300	106,300	106,300	106,300
10-570-6101	CONTRACTED SERVICES-OTHER	2,517	20,000	2,134	2,134	20,000	20,000	20,000	20,000
10-570-6102	CONTRACTED SERVICES-MOWING	251,398	270,000	181,382	181,382	270,000	268,000	268,000	268,000
10-570-6103	CONTRACT SVCS - PAVING	13,543	30,000	0	0	30,000	0	-	-
10-570-6104	CONTRACT SVCS - SIDEWALKS	0	10,000	2,800	2,800	10,000	0	-	-
10-570-6105	POWELL BILL - CONTRACT SERVICES	0	800,000	4,350	4,350	800,000	0	-	-
10-570-9100	EXPENDABLE EQUIPMENT	900	1,000	0	0	1,000	1,000	1,000	1,000
10-570	DEPARTMENT TOTAL	894,165	2,134,236	632,984	632,984	1,822,236	695,341	695,341	695,341

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

<u>DEPARTMENTAL SUPPLIES</u>		
Based on review of current year and prior year expenditures	TOTAL =	\$4,000
2101 <u>MOSQUITO CONTROL</u>		
Based on estimated cost for current year.	TOTAL =	\$15,000
2300 <u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>		
Cost of fuel, oil and other vehicle expenses	TOTAL =	\$12,500
3600 <u>STAFF DEVELOPMENT</u>		
Stay current with the changes in environmental changes, technology, regulations, and Vehicle safety. Also includes additional asphalt training.	TOTAL =	\$1,000
3710 <u>UNIFORMS</u>		
Estimate per past experience for 4 department personnel @ \$620.00 each	TOTAL =	\$2,480
4120 <u>MAINTENANCE & REPAIR EQUIPMENT</u>		
Based on review of current year invoicing	TOTAL =	\$8,000
4130 <u>MAINTENANCE & REPAIR VEHICLES</u>		
Based on review of current year invoicing	TOTAL =	\$4,000
4140 <u>MAINTENANCE & REPAIR -STREET ENDS & BEACH ACCESSES</u>		
Estimated cost to repair streets and street name signs for entire town. (Non Powell Bill eligible)	TOTAL =	\$0
4300 <u>TELEPHONE & POSTAGE</u>		
Based on review of current year invoicing	TOTAL =	\$250
4400 <u>UTILITIES</u>		
Based on review of current year activity.	TOTAL =	\$5,000
5410 <u>CAPITAL OUTLAY</u>		
The town needs a new mosquito sprayer to adequately spray the whole island. Only 1 sprayer is able to spray at this time.	TOTAL =	\$12,000
5420 <u>SODIUM LIGHT SYSTEM</u>		
Street Lights for the total Town	TOTAL =	\$106,300
6101 <u>CONTRACT SERVICES -OTHER</u>		
Miscellaneous contracted services.	TOTAL =	\$20,000
6102 <u>CONTRACTED SERVICES / MOWING</u>		
GreenMan Mowing Contract - (Town Buildings and Parks Mowing \$75,402. and Right of Way Mowing \$192,305.	TOTAL =	\$268,000
9100 <u>EXPENDABLE EQUIPMENT</u>		
Expense for items lasting more than 1 year and costing less than \$5,000	TOTAL =	\$1,000
	TOTAL	<u>\$459,530</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	335,266	401,216	235,811	-41.23%	235,811	-41.23%	PW Crew Supervisor 1
Operating Expenses	558,900	1,399,520	447,530	-68.02%	459,530	-67.17%	Crew Leader 1
Capital Outlay	0	333,500	12,000	-96.40%	-	-100.00%	Sr. Maintenance Worker 1
Transfers	0	-	-	-	-	-	Maintenance Worker 1
TOTAL	894,165	2,134,236	695,341	-67.42%	695,341	-67.42%	TOTAL 4

<u>PERSONNEL</u>	<u>FULL-TIME</u> 4	<u>PART-TIME</u> 0	<u>TOTAL</u> 4
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TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
RECREATION DEPARTMENT									
10-620-0220	SALARIES & WAGES - FULL TIME	227,778	220,571	175,959	220,571	235,687	235,687	235,687	235,687
10-620-0221	WAGES - PART TIME	36,920	47,270	28,494	47,270	55,698	55,698	55,698	55,698
10-620-0250	CELL PHONE ALLOWANCE	2,250	3,000	1,800	3,000	2,400	2,400	2,400	2,400
10-620-0300	FICA EXPENSE	20,324	21,869	15,561	21,869	24,104	24,104	24,104	24,104
10-620-0410	GROUP INSURANCE	36,871	32,698	25,080	32,698	33,981	33,981	33,981	33,981
10-620-0510	LGERS RETIREMENT	17,265	21,131	13,176	21,131	27,011	27,011	27,011	27,011
10-620-0520	401K SUPP. RETIREMENT	5,818	6,072	4,230	6,072	10,085	10,085	10,085	10,085
10-620-0700	UNEMPLOYMENT	171	1,245	95	1,245	1,245	1,245	1,245	1,245
10-620-0800	WORKERS COMPENSATION	8,186	7,995	6,027	7,995	8,630	8,630	8,630	8,630
10-620-0500	RETIREE INSURANCE	32,332	15,091	10,635	15,091	14,909	14,909	14,909	14,909
10-620-2100	DEPARTMENTAL SUPPLIES	7,692	9,000	4,344	9,000	9,000	9,000	9,000	9,000
10-620-2101	WEIGHT ROOM EXPENSES	7,727	8,500	2,634	8,500	8,500	8,500	8,500	8,500
10-620-2103	MERCHANDISING	5,025	8,500	6,896	8,500	8,500	8,500	8,500	8,500
10-620-2104	SALTY DOG PARK EXPENSE	0	1,000	0	1,000	1,000	1,000	1,000	1,000
10-620-2300	VEHICLE SUPPLIES(FUEL, OIL CHANGE)	5,065	3,000	2,847	3,000	3,000	3,000	3,000	3,000
10-620-2400	ACTIVITIES & PROGRAMS	44,505	40,000	21,520	40,000	45,000	45,000	45,000	45,000
10-620-2401	CONCERT SERIES EXPENDITURES	0	15,000	6,450	15,000	20,000	20,000	20,000	20,000
10-620-2405	SEA TURTLE EXPENDITURES	2,752	1,000	832	1,000	2,500	2,500	2,500	2,500
10-620-2500	CLEANING SUPPLIES	1,426	2,500	971	2,500	2,500	2,500	2,500	2,500
10-620-3200	ADVERTISING	185	1,500	199	1,500	1,500	1,500	1,500	1,500
10-620-3300	DUES & SUBSCRIPTIONS	660	850	559	850	850	850	850	850
10-620-3600	STAFF DEVELOPMENT	1,944	2,500	1,761	2,500	3,000	3,000	3,000	3,000
10-620-3710	UNIFORMS	355	2,000	0	2,000	2,000	2,000	2,000	2,000
10-620-4109	REPAIRS & MAINT. -FACILITIES	35,965	41,000	20,926	41,000	41,000	41,000	41,000	41,000
10-620-4120	REPAIRS & MAINT. -EQUIPMENT	460	1,300	17	1,300	1,300	1,300	1,300	1,300
10-620-4130	REPAIRS & MAINT. - VEHICLES	748	3,000	2,928	3,000	3,000	3,000	3,000	3,000
10-620-4306	TELEPHONE	2,085	4,500	1,330	4,500	4,500	4,500	4,500	4,500
10-620-4307	INTERNET ACCESS	3,772	2,700	2,879	2,700	2,700	2,700	2,700	2,700
10-620-4400	UTILITIES	63,538	65,675	36,976	65,675	65,675	65,675	65,675	65,675
10-620-5401	MIDDLETON PARK	21,760	705,000	50,560	590,000	53,000	53,000	53,000	53,000
10-620-5420	CAPITAL OUTLAY - EQUIPMENT	57,405	34,375	18,635	34,375	56,500	56,500	56,500	56,500
10-620-6100	CONTRACTED SERVICES	27,682	40,750	30,225	40,750	40,750	40,750	40,750	40,750
10-620-7404	CAPITAL OUTLAY-CONNECT NC GRANT	-	28,118	3,670	28,118	-	-	-	-
10-620-7403	CAPITAL OUTLAY-PARTF GRANT	-	25,000	261	25,000	-	-	-	-
10-620-7406	CAPITAL OUTLAY-CRFL GRANT	33,582	18,400	-	18,400	-	-	-	-
10-620-7410	CAPITAL OUTLAY-CAMA GRANT	56,828	27,800	27,257	27,800	-	-	-	-
10-620-7420	VETERANS PARK MEMORIAL BRICKS	-	9,070	9,744	5,980	2,000	2,000	2,000	2,000
10-620-9100	EXPENDABLE EQUIPMENT	-	500	-	500	500	500	500	500
10-620-9672	TRANSFER TO CAPITAL RESERVE	-	109,025	57,500	109,625	30,000	30,000	30,000	30,000
DEPARTMENT TOTAL		769,077	1,588,505	592,977	1,471,015	822,026	822,026	822,026	822,026
10-620	DEPARTMENT TOTAL	769,077	1,588,505	592,977	1,471,015	822,026	822,026	822,026	822,026

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

Restroom supplies and products for all facilities, paper, copy paper, ink cartridges, printer cartridges, office supplies TOTAL = \$ 9,000

2101 **WEIGHT ROOM EXPENSES**

Quarterly maintenance service to all equipment, replacement pads and weights TOTAL = \$ 8,500

2103 **MERCHANDISING**

Town shirts and turtle merchandise for resale for profit. TOTAL = \$ 8,500

2104 **SALTY DOG PARK**

spray for pests and weed control TOTAL = \$ 1,000

2300 **VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS) - FUEL, OIL**

Based on current year expenditures for gasoline, tires and repairs TOTAL = \$ 3,000

2400 **ACTIVITIES & PROGRAMS**

Athletic programs, fitness programs, festivals, special events, camps, wellness programs, trips and community activities. TOTAL = \$ 45,000

2400 **CONCERT SERIES EXPENDITURES**

Expenditures anticipated for bands and expense of summer concert series TOTAL = \$ 20,000

2405 **SEA TURTLE EXPENSE**

The sea turtle program receives donations from the public and businesses to support the program. Funds used from this line item purchase supplies needed to operate the protection program. TOTAL = \$ 2,500

2500 **CLEANING SUPPLIES**

Cleaning supplies for all facilities, based on review of current year expenditures TOTAL = \$ 2,500

3200 **ADVERTISING**

Publications, advertising through various media for programs, facilities, events TOTAL = \$ 1,500

3300 **DUES & SUBSCRIPTIONS**

Memberships in NRPA and NCRPA - state and national association TOTAL = \$ 850

3600 **STAFF DEVELOPMENT**

Training and conferences to maintain certifications for staff. Recertifications for fitness certifications and splashpad continuing education. First Aid/CPR TOTAL = \$ 3,000

3710 **UNIFORMS**

Shirts for both full time and part time staff to wear during recreation dept events TOTAL = \$ 2,000

4109 **MAINTENANCE & REPAIR - FACILITIES**

Repairs of Buildings and Grounds: All repair expenses for Recreation Center, 25 parks, Community Center, Bill Smith Park, Middleton Park, overlooks and docks. TOTAL = \$ 41,000

4120 **MAINTENANCE & REPAIR EQUIPMENT**

Computers, digital sign, office equipment TOTAL = \$ 1,300

2300 **MAINTENANCE & REPAIR VEHICLES**

Based on current year expenditures for repairs to Recreation Dept vehicles and Bus TOTAL = \$ 3,000

4306 **TELEPHONE & POSTAGE**

Recreation Center, Athletics Office, Skate Park, and Nature Center TOTAL = \$ 4,500

4307 **INTERNET ACCESS**

Recreation Center, Teen Center, and Athletics Office TOTAL = \$ 2,700

4400 **UTILITIES**

Based on review of current year utility bills TOTAL = \$ 65,675

5401 **MIDDLETON PARK**

New splashpad elements - 3 new above ground features 23,000
 (2) Covered Picnic Shelters @ \$10,000 each 20,000
 Final Landscaping and shade areas for the amphitheater and splash pad 10,000
TOTAL = \$ 53,000

BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

5420	<u>CAPITAL OUTLAY - EQUIPMENT</u>	New Chevrolet Truck on state contract - (\$10,000 appropriated in 2018- 2019 budget) Resurfacing outdoor basketball court Parks & Recreation Master Plan - Finished 2019-2020 Repair the East Bulkhead at Veteran's Park	16,000 12,000 12,000 16,500
			Detail Total 56,500
			TOTAL = \$ 56,500
6100	<u>CONTRACTED SERVICES</u>	This line item is for contracted instructors such as exercise, and sports officials and utility vehicle rental, copier lease, and special event contractors. Exercise instructors are paid a percentage from revenue collect from classes. As class participant numbers increase, so does the contractor compensation. Also includes yearly recreation software fees and building maintenance contracts: copies, fire, floor stripping, utility vehicle rental for turtles. Includes filing fees to establish fund raising board for parks and recreation.	TOTAL = \$ 40,750
7420	<u>VETERANS PARK MEMORIAL BRICKS</u>	Purchase of memorial bricks as additional sales are made	TOTAL = \$ 2,000
9100	<u>EXPENDABLE EQUIPMENT</u>	Contingency for small items with a value less than \$5,000 with more than a 1 year life	TOTAL = \$ 500
9672	<u>TRANSFER TO CAPITAL RESERVE</u>	Transfer Funds to Capital Reserve for future skate park improvements Transfer funds to Capital Reserve for future vehicle purchases	20,000 10,000 TOTAL = \$ 30,000 TOTAL \$ 408,275

TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2019 - 2020

	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>	
Salaries/Benefits	\$ 387,915	\$ 376,942	\$ 413,751	9.77%	\$ 413,751	9.77%	Parks & Recreation Director	1
Operating Expenses	\$ 233,346	\$ 372,870	\$ 321,775	-13.70%	\$ 319,275	-14.37%	Rec. Program Supervisor	2
Capital Outlay-Equipment	\$ 57,405	\$ 739,375	\$ 56,500	100.00%	\$ 56,500	-92.36%	Rec. Center Coordinator	1
Capital Outlay-Grants	\$ 90,411	\$ 99,318	\$ -	-100.00%	\$ 2,500	-97.48%	Rec Center Assistant	1
Transfers to Reserve	\$ -	\$ -	\$ 30,000	100.00%	\$ 30,000	100.00%		5
TOTAL	\$ 769,077	\$ 1,588,505	\$ 822,026	-48.25%	\$ 822,026	-48.25%		
							<u>Part Time</u>	
							Permant Part Time	4
							Seasonal Part Time	7
								<u>11</u>
							TOTAL	16

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	5	11	16

**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY CENTER (10-621)**

FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR	CURRENT	YTD		ESTIMATED	DEPT.	MANAGER	COUNCIL
		ACTUAL FY 17 - 18	BUDGET FY 18 - 19	EXPENDED AS OF 3/31/2019	EXPENSE 6/30/19 YE	REQUEST FY 19 - 20	RECOMMENDS		
COMMUNITY CENTER									
10-621-0220	SALARIES & WAGES - FULL TIME	76,202	81,349	61,545	81,349	85,030	85,030	85,030	85,030
10-621-0230	SALARIES & WAGES - PART TIME	18,313	12,353	14,501	14,501	11,880	11,880	11,880	11,880
10-621-0250	CELL PHONE ALLOWANCE	750	600	450	600	600	600	600	600
10-621-0300	FICA	7,044	7,214	5,587	7,214	7,460	7,460	7,460	7,460
10-621-0410	GROUP INSURANCE	13,491	14,488	11,099	14,488	14,999	14,999	14,999	14,999
10-621-0510	LGERS RETIREMENT	5,809	6,561	4,785	6,561	7,909	7,909	7,909	7,909
10-621-0520	401K PLAN RETIREMENT	2,256	1,830	1,788	1,830	3,401	3,401	3,401	3,401
10-621-0700	UNEMPLOYMENT INSURANCE	73	359	33	359	354	354	354	354
10-621-0800	WORKERS COMPENSATION	2,498	220	2,296	220	226	226	226	226
10-621-2101	DEPARTMENTAL SUPPLIES	1,355	3,000	1,484	3,000	3,000	3,000	3,000	3,000
10-621-2300	VEHICLE REPAIRS AND SUPPLIES	2,128	4,000	1,901	4,000	4,000	4,000	4,000	4,000
10-621-2400	ACTIVITIES & PROGRAMS	2,264	4,500	1,795	4,500	4,500	4,500	4,500	4,500
10-621-3300	DUES & SUBSCRIPTIONS	-	75	-	75	75	75	75	75
10-621-4120	MAINT. & REPAIR EQUIPMENT/FACILITIES	55	1,500	100	1,500	1,500	1,500	1,500	1,500
10-621-4300	TELEPHONE	181	500	119	500	500	500	500	500
10-621-4301	INTERNET ACCESS	484	500	-	-	500	500	500	500
10-621-6100	CONTRACTED SERVICES	2,944	4,000	1,050	4,000	4,000	4,000	4,000	4,000
10-621-9100	EXPENDABLE EQUIPMENT	-	250	-	250	250	250	250	250
10-621	DEPARTMENT TOTAL	135,847	143,299	108,535	144,947	150,183	150,183	150,183	150,183

**TOWN OF OAK ISLAND
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

2100 DEPARTMENTAL SUPPLIES

This line item is used to purchase items necessary in the daily operation of the Department. This includes office supplies, cleaning supplies, paper products, computer equipment and other supplies as needed.

TOTAL = **\$3,000**

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

This line item is used for the purchase of gasoline, tires, parts, lubricants and fluids to maintain and repair the Departments fleet of vehicles. This line item is used to pay for all labor for repairs to the Departments fleet of vehicles. The Department vehicle fleet includes (1) multi purpose resource vehicle, (1) handicap vehicle.

TOTAL = **\$4,000**

2400 ACTIVITIES & PROGRAMS

These funds are used to pay for the activities and numerous programs presented by the center.

TOTAL = **\$4,500**

2400 DUES & SUBSCRIPTIONS

This line item is used to pay for yearly association membership dues. NC Recreation & Parks

TOTAL = **\$75**

4120 MAINT. & REPAIR EQUIPMENT

This line item is used for the maintenance and repair of all equipment used by the Department

TOTAL = **\$1,500**

4300 TELEPHONE & POSTAGE

This line item is used for telephone service and postage and shipping expenses.

TOTAL = **\$500**

4301 INTERNET ACCESS

This line item is used to account for internet access based on current year invoices

TOTAL = **\$500**

6100 CONTRACTED SERVICES

Janitorial Services (\$150./mth. X 12 = \$1,800)

\$1,800

Stripping and waxing floors (2) times a year (\$1,100 x 2 = \$2,200).

\$2,200 TOTAL = **\$4,000**

9100 EXPENDABLE EQUIPMENT

Small miscellaneous equipment with life span greater than one year and under \$5,000 threshold

TOTAL = **\$250**

TOTAL **\$18,325**

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY CENTER (10-621)
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>		<u>POSITIONS</u>
			<u>FY 19 - 20</u> <u>BUDGET</u>	<u>%</u> <u>CHANGE</u>	<u>FY 19 - 20</u> <u>BUDGET</u>	<u>%</u> <u>CHANGE</u>	
Salaries/Benefits	126,436	124,974	131,858	5.51%	131,858	5.51%	Full Time Community Resource Supervisor 1
Operating Expenses	9,410	18,325	18,325	0.00%	18,325	0.00%	Community Res Ctr Assistant 1
							<u>2</u>
TOTAL	135,847	143,299	150,183	4.80%	150,183	4.80%	Part Time Community Resource Assistant 2
							<u>TOTAL</u> 4

<u>PERSONNEL</u>	<u>FULL-TIME</u> 2	<u>PART-TIME</u> 0	<u>TOTAL</u> 2
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**TOWN OF OAK ISLAND
REVENUES WATER FUND (30)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As of 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommends	Council Approved
30-300-1600	PENALTIES / LATE FEES	53,770	40,000	29,835	40,000	40,000	40,000	40,000
30-300-4730	TOWER LEASE - US CELLULAR	20,076	19,765	13,749	19,765	19,765	19,765	19,765
30-300-4731	TOWER LEASE - AT&T	11,984	65,904	58,689	65,904	65,904	65,904	65,904
30-300-4732	TOWER LEASE - T MOBILE	38,062	37,652	29,241	37,652	37,652	37,652	37,652
30-300-4733	TOWER LEASE - SPRINT	16,487	16,298	12,467	16,298	16,298	16,298	16,298
30-300-4734	TOWER LEASE - VERIZON	141,732	140,400	108,427	140,400	140,400	140,400	140,400
30-300-4735	TOWER LEASE - ATLANTIC SEAWINDS	83,047	23,046	15,781	23,046	23,046	23,046	23,046
	SUB-TOTAL TOWER LEASES	311,388	303,065	238,354	303,065	303,066	303,066	303,066
30-300-5110	WATER UTILITY REVENUE	4,381,051	3,486,713	2,576,406	3,486,713	3,386,690	3,386,690	3,386,690
30-300-5120	SYSTEM DEVELOPMENT FEES	190,314	63,000	110,422	120,000	70,000	70,000	70,000
30-300-5130	WATER TAPS FEES	324,278	60,000	188,592	190,000	65,000	65,000	65,000
30-300-5140	RECONNECTION FEES	120,280	55,000	73,080	80,000	75,000	75,000	75,000
30-300-8100	MISCELLANEOUS REVENUE	5,486	7,500	4,627	4,627	7,500	7,500	7,500
30-300-9730	TRANSFER FROM WASTEWATER	0	25,614	0	0	0	0	0
30-300-9800	APPROPRIATED FUND BALANCE	0	37,726	0	0	0	0	0
	TOTAL WATER FUND	5,386,568	4,078,618	3,221,315	4,224,405	3,947,256	3,947,256	3,947,256

TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 2019 - 2020	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
PUBLIC SERVICES - UTILITIES GENERAL SERVICES									
30-720-0220	SALARIES & WAGES - FULL TIME	92,024	187,451	92,405	187,451	147,748	147,748	147,748	147,748
30-720-0240	SALARIES & WAGES - OVERTIME	1,225	3,000	1,738	3,000	3,000	3,000	3,000	3,000
30-720-0245	CELL PHONE ALLOWANCE	100	0	800	0	-	-	-	-
30-720-0300	FICA EXPENSE	6,287	14,569	6,933	14,569	11,532	11,532	11,532	11,532
30-720-0410	GROUP INSURANCE	18,441	35,399	14,871	35,399	29,735	29,735	29,735	29,735
30-720-0510	LGERS RETIREMENT	6,805	14,824	6,793	14,824	13,531	13,531	13,531	13,531
30-720-0520	401K SUPP. RETIREMENT	1,148	4,260	715	4,260	5,994	5,994	5,994	5,994
30-720-0700	UNEMPLOYMENT	50	588	68	588	470	470	470	470
30-720-0800	WORKERS COMPENSATION	2,985	447	1,316	447	351	351	351	351
30-720-2100	DEPARTMENTAL SUPPLIES	522	2,500	134	2,500	1,500	1,500	1,500	1,500
30-720-2300	VEHICLE SUPPLIES (FUEL, OIL ETC)	0	3,000	92	3,000	1,500	1,500	1,500	1,500
30-720-3600	STAFF DEVELOPMENT	0	500	0	500	500	500	500	500
30-720-3710	UNIFORMS	0	1,510	0	1,510	1,240	1,240	1,240	1,240
30-720-4120	MAINT. & REPAIR EQUIPMENT	100	800	0	800	500	500	500	500
30-720-4130	MAINT. & REPAIR VEHICLES	0	1,500	0	1,500	1,000	1,000	1,000	1,000
30-720-4300	TELEPHONE AND POSTAGE	937	2,000	594	2,000	1,000	1,000	1,000	1,000
30-720-4301	INTERNET ACCESS	881	0	0	0	-	-	-	-
30-720-6100	CONTRACTED SERVICES	49,187	50,000	41,898	50,000	160,000	160,000	160,000	160,000
30-720-6510	COST OF WATER/COUNTY	1,011,648	890,000	579,901	900,000	1,000,000	1,000,000	1,000,000	1,000,000
30-720-7400	CAPITAL OUTLAY	0	0	0	0	24,527	24,527	24,527	24,527
30-720-9631	TRANSFER TO WASTEWATER	0	1,000,000	500,000	500,000	725,000	725,000	725,000	725,000
30-720-9672	TRANSFER TO CAPITAL RESERVE	0	349,451	0	349,451	353,392	353,392	353,392	353,392
30-720	DEPARTMENT TOTAL	1,192,338	2,561,799	1,248,259	2,071,799	2,482,520	2,482,520	2,482,520	2,482,520

TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

<u>DEPARTMENTAL SUPPLIES</u>		
	Budget request based on historical costs for office supplies including paper, water bills, and printer cartridges.	TOTAL = \$1,500
2300	<u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>	
	Fuel, Oil, etc. estimated based on past experiences	TOTAL = \$1,500
3600	<u>STAFF DEVELOPMENT</u>	
	Travel and training for customer service representatives to keep up to date on billing software, hand-held meters software and to attend customer service training courses.	TOTAL = \$500
3710	<u>UNIFORMS</u>	
	This is to cover the cost of uniforms for field employees	TOTAL = \$1,240
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>	
	Budget request based on historical repair costs to computer equipment, printers, and hand-helds.	TOTAL = \$500
4130	<u>MAINTENANCE & REPAIR VEHICLES</u>	
	Anticipated Repairs to Vehicles	TOTAL = \$1,000
4300	<u>TELEPHONE & POSTAGE</u>	
	Office telephone service and postage for additional mailings	TOTAL = \$1,000
5400	<u>CAPITAL OUTLAY</u>	
	Purchase Ford Ranger for Meter Technician	TOTAL = \$24,527
6100	<u>CONTRACTED SERVICES</u>	
	Bill printing, background checks for accounts and copier lease services	50,000
	Sensus handheld devices used for meter reading	110,000
		TOTAL = \$160,000
6510	<u>COST OF WATER/COUNTY</u>	
	Purchase of water from County (Based on PPI index (Rate calculated @ \$2.95 / 1,000 gallons)	TOTAL = \$1,000,000
9631	<u>TRANSFER TO WASTEWATER</u>	
	Transfer of Funds to Wastewater to supplement operations	TOTAL = \$725,000
9672	<u>TRANSFER TO CAPITAL RESERVE</u>	
	Funds to be utilized for the purchase of water capital items in future periods	TOTAL = \$353,392
		TOTAL = \$2,270,159

TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	129,065	260,538	212,361	-18.49%	212,361	-18.49%	Admin Support Specialist II 1
Operating Expenses	1,063,273	951,810	1,167,240	22.63%	1,167,240	22.63%	Senior CSR 1
Transfers	0	1,000,000	725,000	0.00%	725,000	-27.50%	Meter Technician 2
Capital Outlay	0	0	24,527	100.00%	24,527	100.00%	
Reserve		349,451	353,392	0.00%	353,392	1.13%	
TOTAL	1,192,338	2,561,799	2,482,520	-3.09%	2,482,520	-3.09%	TOTAL 4

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	4		4

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
FY 2019 - 2020

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 2019 - 2020	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
<u>PUBLIC SERVICES - UTILITIES WATER MAINTENANCE</u>									
30-814-0220	SALARIES & WAGES -FULL TIME	273,059	296,666	227,214	296,666	351,270	351,270	351,270	351,270
30-814-0230	SALARIES & WAGES - PART TIME	48,785	24,494	10,815	24,494	0	0	0	0
30-814-0240	SALARIES & WAGES -OVER TIME	72,429	45,000	57,803	45,000	45,000	45,000	45,000	45,000
30-814-0250	CELL PHONE ALLOWANCE	2,250	1,800	1,500	1,800	2,400	2,400	2,400	2,400
30-814-0300	FICA EXPENSE	28,681	28,149	22,158	28,149	30,498	30,498	30,498	30,498
30-814-0410	GROUP INSURANCE	44,350	49,055	36,447	49,055	57,360	57,360	57,360	57,360
30-814-0510	LGRS RETIREMENT	25,094	26,893	22,383	26,893	36,000	36,000	36,000	36,000
30-814-0520	401K SUPP. RETIREMENT	6,996	7,728	6,169	7,728	15,947	15,947	15,947	15,947
30-814-0700	UNEMPLOYMENT	227	940	130	940	1,058	1,058	1,058	1,058
30-814-0800	WORKERS COMPENSATION	10,311	13,194	8,691	13,194	14,167	14,167	14,167	14,167
30-814-2100	DEPARTMENTAL SUPPLIES	595	1,000	676	1,000	1,000	1,000	1,000	1,000
30-814-2101	TAP INSTALLATION	430,909	420,000	268,649	420,000	420,000	420,000	420,000	420,000
30-814-2300	VEHICLE SUPPLIES (FUEL, OIL)	20,681	22,000	16,416	22,000	22,000	22,000	22,000	22,000
30-814-3100	PROFESSIONAL SERVICES	466	2,000	426	2,000	2,000	2,000	2,000	2,000
30-814-3101	PROF SVCS-LAB TESTING	14,820	15,000	13,095	15,000	20,000	20,000	20,000	20,000
30-814-3300	DUES & SUBSCRIPTIONS	390	4,000	2,990	4,000	4,000	4,000	4,000	4,000
30-814-3600	STAFF DEVELOPMENT	5,494	5,000	2,630	5,000	5,000	5,000	5,000	5,000
30-814-3710	UNIFORMS	5,413	4,960	2,046	4,960	4,960	4,960	4,960	4,960
30-814-3720	OSHA COMPLIANCE ITEMS	1,844	3,000	1,499	3,000	4,000	4,000	4,000	4,000
30-814-4110	REPAIR & MAINT. - FACILITIES	0	15,000	1,018	15,000	5,000	5,000	5,000	5,000
30-814-4120	MAINT. & REPAIR EQUIPMENT	11,753	15,000	13,965	15,000	15,000	15,000	15,000	15,000
30-814-4130	MAINT. & REPAIR VEHICLES	6,709	4,500	3,330	4,500	9,500	9,500	9,500	9,500
30-814-4300	TELEPHONE & POSTAGE	4,222	5,500	3,017	5,500	5,500	5,500	5,500	5,500
30-814-4400	UTILITIES	9,476	6,500	4,795	6,500	6,500	6,500	6,500	6,500
30-814-5401	CAPITAL OUTLAY	2,462,274	337,940	227,364	237,940	29,295	29,295	29,295	29,295
30-814-5440	CAPITAL IMPROVEMENTS	0	0	0	0	193,736	193,736	193,736	193,736
30-814-6100	CONTRACTED SERVICES	155,119	160,000	126,986	160,000	162,045	162,045	162,045	162,045
30-814-9100	EXPENDABLE EQUIPMENT	1,005	1,500	1,202	1,500	1,500	1,500	1,500	1,500
30-814	DEPARTMENT TOTAL	3,643,351	1,516,819	1,083,414	1,416,819	1,464,736	1,464,736	1,464,736	1,464,736

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

	Miscellaneous supplies for the offices based on past experience, computers, printers, plus added supplies for maintaining maps, GIS, establishing written specs, procedures and information packages for public information and education. Paper products.		TOTAL =	\$1,000
2101	<u>TAPS/MAINTENANCE WATER SYSTEM</u> Estimated per past experience plus installation of two (2) valves. Installation or replacement of eight (8) hydrants. Installation of electronic meters and transmitters. Includes cost to Rehab tower vaults		TOTAL =	\$420,000
2300	<u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u> Fuel, oil, etc. estimated per past experience.		TOTAL =	\$22,000
3100	<u>PROFESSIONAL SERVICES</u> Estimated funds required for professional assistance in developing resources for Public Utilities.		TOTAL =	\$2,000
3101	<u>PROFESSIONAL SERVICES - LAB TESTING</u> For monthly and quarterly State mandated testing for wells and distribution system as well as additional sampling.		TOTAL =	\$20,000
3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, mandated state certification renewal, books, subscriptions and other materials.		TOTAL =	\$4,000
3600	<u>STAFF DEVELOPMENT</u> Estimated per past experience plus additional training to maintain State mandated certifications. Required 6 Continuing Education Hours/employee with certifications.		TOTAL =	\$5,000
3710	<u>UNIFORMS</u> For Water Division (8 employees) \$620 per employee for steel-toe boots, shirts, pants, hats, rain gear.		TOTAL =	\$4,960
3720	<u>OSHA COMPLIANCE ITEMS</u> Estimated per past experience to build inventory of confined space equipment devices, sensors & other safety devices.		TOTAL =	\$4,000
4110	<u>REPAIR & MAINTENANCE - FACILITIES</u> Repair to well house structures and around water tanks.		TOTAL =	\$5,000
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Estimated per past experience to cover repairs and maintenance of handheld meter reading units, electric wands and other Public Utilities special equipment.		TOTAL =	\$15,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Based on historical cost of repairs to Vehicles		TOTAL =	\$9,500
4300	<u>TELEPHONE & POSTAGE</u> Estimated per past experience for educational and annual mailings of CCR reports.		TOTAL =	\$5,500
4400	<u>UTILITIES</u> Based on review of current year invoices		TOTAL =	\$6,500
5401	<u>CAPITAL OUTLAY</u> F-250 Pickup Truck for second crew		TOTAL =	\$29,295
5440	<u>CAPITAL IMPROVEMENTS</u> Begin replacement of 69 dead end street blow offs. Plan is to do 20 per year. Exterior and Internal maintenance of 776 Fire Hydrants. Plan is to do 100 in Fiscal 2019-2020	127,226 66,510	TOTAL =	\$193,736
6100	<u>CONTRACTED SERVICES</u> Contracted amount for water tower maintenance Based on present contracts for maintenance and repairs to other parts of the system	72,847 89,198	TOTAL =	\$162,045
9100	<u>EXPENDABLE EQUIPMENT</u> Small Value Equipment costing less than \$5,000 with a useful life of more than one year		TOTAL =	\$1,500
			TOTAL	\$911,036

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 17 - 18</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u> <u>Full Time</u>
Salaries/Benefits	512,182	493,919	553,700	12.10%	553,700	12.10%	Water Superintendent 1
Operating Expenses	668,896	684,960	881,741	28.73%	881,741	28.73%	Crew Leader 2
Capital Outlay / Improvement	2,462,274	337,940	29,295	-91.33%	29,295	100.00%	Heavy Equipment Operator 1
							Utility Maint. Mech 3
TOTAL	3,643,351	1,516,819	1,464,736	-3.43%	1,464,736	-3.43%	Backflow Prevention Tech (VACANT) 1
							8
PERSONNEL	<u>FULL-TIME</u> 8	<u>PART-TIME</u> 0	<u>TOTAL</u> 8				8

**TOWN OF OAK ISLAND
REVENUES WASTEWATER FUND (31)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue		Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommends	Council Approved
				As of 3/31/2019					
31-300-5210	SEWER UTILITY REVENUE	9,083,287	4,645,541	3,454,400		4,645,541	4,645,363	4,645,363	4,645,363
31-300-5220	SYSTEM DEVELOPMENT FEES	386,414	266,642	395,627		266,642	250,000	250,000	250,000
31-300-5230	TAP FEES / NEW SERVICE	443,029	250,000	148,803		250,000	200,000	200,000	200,000
31-300-5250	SEWER REVENUE - CASWELL BEACH	288,219	318,000	216,434		318,000	250,000	250,000	250,000
	SUB-TOTAL SERVICES	10,200,950	5,480,183	4,215,264		5,480,183	5,345,363	5,345,363	5,345,363
31-300-8100	WW TREATMENT CAPACITY LEASE	173,077	200,000	173,077		200,000	0	0	0
31-300-8500	SETTLEMENT	400,000	0	0		0	0	0	0
	SUB-TOTAL OTHER OPERATING REVENUES	573,077	200,000	173,077		200,000	0	0	0
31-300-9500	INTEREST - RESERVE ACCOUNTS	23,593	6,000	18,000		22,000	22,000	22,000	22,000
31-300-8946	TRANSFER FROM WATER FUND	0	1,000,000	500,000		1,000,000	725,000	725,000	725,000
31-300-9739	TRANSFER FROM SDF FUND	3,297,415	7,241,300	3,620,650		7,241,300	7,241,512	7,241,512	7,241,512
31-300-9765	TRANSFER FROM SEWER ASSESSMENT FUNDS	0	0	0		900,000	350,000	350,000	350,000
31-300-9772	TRANSFER FROM CAPITAL RESERVE	3,297,415	8,241,300	4,120,650		9,141,300	8,316,512	8,316,512	8,316,512
	SUB-TOTAL TRANSFERS								
31-300-9800	APPROPRIATED FUND BALANCE						0	0	0
	TOTAL WASTEWATER FUND	14,095,034	13,927,483	8,526,991		14,843,483	13,683,875	13,683,875	13,683,875

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS	CURRENT	YTD	ESTIMATED	DEPT BUDGET	MANAGER	COUNCIL
		YEAR ACTUAL FY 17 - 18	BUDGET FY 18 - 19	EXPENDED AS OF 3/31/2019	6/30/19 YE EXPENSE	FY 19 - 20 REQUEST	RECOMMENDS	APPROVED
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (TREATMENT)								
31-820-0220	SALARIES-WASTEWATER	283,967	274,188	180,207	274,188	256,549	256,549	256,549
31-820-0240	OVERTIME - WASTEWATER	37,504	20,000	31,901	20,000	25,000	25,000	25,000
31-820-0250	CELL PHONE ALLOWANCE	2,350	1,200	1,150	1,200	2,400	2,400	2,400
31-820-0300	FICA EXPENSE	25,502	22,597	15,788	22,597	21,722	21,722	21,722
31-820-0410	GROUP INSURANCE	51,082	45,387	39,066	45,387	41,756	41,756	41,756
31-820-0510	LGERS RETIREMENT	24,817	20,298	16,519	20,298	22,062	22,062	22,062
31-820-0520	401K SUPP RETIREMENT	10,716	5,833	5,961	5,833	9,773	9,773	9,773
31-820-0700	UNEMPLOYMENT	151	705	105	705	705	705	705
31-820-0800	WORKERS COMPENSATION	4,944	10,600	6,957	10,600	10,065	10,065	10,065
31-820-1000	RETIREE INSURANCE	20,302	22,951	12,751	22,951	25,031	25,031	25,031
31-820-2100	DEPARTMENT SUPPLIES	490	1,500	899	1,500	1,500	1,500	1,500
31-820-2101	CHEMICALS	22,708	22,000	12,735	22,000	22,000	22,000	22,000
31-820-2102	CERTIFIED LAB EQUIPMENT	3,559	8,000	359	8,000	8,000	8,000	8,000
31-820-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGE,	8,654	9,000	9,237	10,000	9,000	9,000	9,000
31-820-2600	GROUNDKEEPING SUPPLIES	17,628	20,000	4,792	20,000	20,000	20,000	20,000
31-820-3100	PROFESSIONAL SERVICES	103,458	137,000	115,793	137,000	70,000	70,000	70,000
31-820-3101	PROF SVCS-LAB TESTING	17,930	16,000	15,715	16,500	20,000	20,000	20,000
31-820-3300	DUES & SUBSCRIPTIONS	3,940	4,500	3,480	4,500	4,500	4,500	4,500
31-820-3600	STAFF DEVELOPMENT	2,536	2,000	1,235	2,000	4,000	4,000	4,000
31-820-3710	UNIFORMS	3,815	3,720	3,664	3,720	3,720	3,720	3,720
31-820-3720	OSHA COMPLIANCE ITEMS	749	2,000	990	2,000	2,000	2,000	2,000
31-820-4110	MAINT & REPAIR EQUIPMENT	17,613	45,000	10,166	35,000	45,000	45,000	45,000
31-820-4115	MAINT & REPAIR FACILITIES	2,869	4,000	2,575	4,000	8,000	8,000	8,000
31-820-4120	REPAIR & MAINT PLANT	26,755	50,000	24,307	45,000	50,000	50,000	50,000
31-820-4130	MAINT & REPAIR VEHICLES	1,768	3,250	2,501	3,250	3,250	3,250	3,250
31-820-4300	TELEPHONE & POSTAGE	3,862	8,000	2,911	4,000	8,000	8,000	8,000
31-820-4400	UTILITIES	60,843	65,000	42,874	65,000	65,000	65,000	65,000
31-820-5440	SEWER TREATMENT COST	2,866,717	2,817,848	2,818,998	2,818,998	2,814,830	2,814,830	2,814,830
31-820-5445	CAPITAL OUTLAY - SYSTEM	9,179	80,000	0	80,000	76,000	76,000	76,000
31-820-6100	CONTRACTED SERVICES	7,886	12,000	1,940	12,000	12,000	12,000	12,000
31-820-6101	CONT SVC-SLUDGE REMOVAL	49,036	50,000	23,899	50,000	50,000	50,000	50,000
31-820-6520	SEWER TREATMENT-COUNTY O&M	503,002	340,000	369,958	400,000	500,000	500,000	500,000
31-820-9100	EXPENDABLE EQUIPMENT	0	2,000	0	0	2,000	2,000	2,000
31-820-9672	TRANSFER TO CAPITAL RESERVE	70,417	354,590	177,295	354,590	372,253	372,253	372,253
31-820-9700	APPROPRIATED FUND BALANCE	-	-	-	-	-	-	-
31-820	DEPARTMENT TOTAL	4,266,749	4,481,167	3,956,727	4,522,817	4,586,117	4,586,117	4,586,117

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

	<u>DEPARTMENT SUPPLIES</u>		
	Miscellaneous supplies for the offices based on past experience for computers, printers, plus added supplies for maintaining maps, procedures and information packages for public information and education.	TOTAL =	\$1,500
2101	<u>CHEMICALS</u>		
	Estimated per past experience, consumption and additional flows that are forthcoming.	TOTAL =	\$22,000
2102	<u>LAB EQUIPMENT/SUPPLIES</u>		
	Estimated per past experience to provide the required testing for on-site monitoring as mandated in our NPDES permit. Test performed are cl2, ph, DO, imhoff cone and ammonia, will start to perform COD, TSS and MLSS sampling this year County had been providing some of this for us but we need quicker results for operation of plant.	TOTAL =	\$8,000
2300	<u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>		
	Fuel, diesel, oil, etc. estimated per past experience. Also for SWRF and Fish Factory generators.	TOTAL =	\$9,000
2600	<u>SUPPLIES -BUILDINGS & GROUNDS</u>		
	Estimated per past experience to upkeep 30 acres at Bill Smith Park for irrigation systems, also planting of cover crops on same as mandated in our NPDES permit. Applying lime, pesticides and fertilizers to grassed areas. Keeping up ball fields, chain link fencing, clay, mulch, tress, shrub, signs,etc.	TOTAL =	\$20,000
3100	<u>PROFESSIONAL SERVICES</u>		
	Estimated funds required for professional assistance with studies of capacities, plant modifications, permit modifications, bar screening and GIS updates.	TOTAL =	\$70,000
3101	<u>PROFESSIONAL SERVICES - LAB TESTING</u>		
	For monthly and quarterly State mandated testing for monitoring wells, treatment, effluent, sludge and disposal. Five (10) different test are performed monthly on effluent with an additional five (10) test run quarterly, monitoring wells consist of three (3) wells with five (5) different test performed on them as well quarterly. Sludge test is run annually.	TOTAL =	\$20,000
3300	<u>DUES & SUBSCRIPTIONS</u>		
	Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials and three (3) Permit renewals.	TOTAL =	\$4,500
3600	<u>STAFF DEVELOPMENT</u>		
	Estimated per past experience plus additional training within the utility field. Six (6) hours Continued Education required per license by the State.	TOTAL =	\$4,000
3710	<u>UNIFORMS</u>		
	(Cost of \$620 per employee for six employees)	TOTAL =	\$3,720
3720	<u>OSHA COMPLIANCE ITEMS</u>		
	Estimated per past experience. Inventory of items for confined space equipment and devices. Also includes new gas monitoring	TOTAL =	\$2,000
4110	<u>REPAIR & MAINTENANCE EQUIPMENT</u>		
	Based on review of current year invoices and historical data	TOTAL =	\$45,000
4115	<u>MAINTENANCE & REPAIRS - FACILITIES</u>		
	Estimated per past experience to cover repairs and maintenance of blowers, pumps, valves, timers, relays and other electrical equipment for both facilities. Also includes replacement of 5 doors at the Fish Factory Road Wastewater Plant.	TOTAL =	\$8,000
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>		
	Estimated per past experience to cover repairs and maintenance of blowers, pumps, valves, timers, relays and other electrical equipment for both facilities. Expenses are increasing as the plant ages.	TOTAL =	\$50,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u>		
	Estimated per past experience. Also for basic items on facility generators.	TOTAL =	\$3,250
4300	<u>TELEPHONE & POSTAGE</u>		
	Estimated per past experience for 24/7 on call requirements. Plant Phones plus on call sewer phone. Mailing or reports, plans and other required notifications.	TOTAL =	\$8,000
4400	<u>UTILITIES</u>		
	Estimated per past experience for disposal and treatment facilities.	TOTAL =	\$65,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

5440	<u>SEWER TREATMENT COST</u>		
	Payment to county for Capital Cost for Treatment.	TOTAL =	\$2,814,830
5445	<u>CAPITAL OUTLAY</u>		
	Clarifier	50,000	
	Rehab / Pipe Replacement	26,000	TOTAL = \$76,000
6100	<u>CONTRACTED SERVICES</u>		
	Based on facility generators maintenance and cleaning of Aeration Basin and tilling of irrigation ponds.	TOTAL =	\$12,000
6101	<u>CONTRACTED SERVICES - SLUDGE REMOVAL</u>		
	Estimated per past experience. Current contract price is about \$0.16/gal hauled	TOTAL =	\$50,000
6520	<u>SEWER TREATMENT COST (COUNTY O&M)</u>		
	Payment to county for O&M Costs for treatment	TOTAL =	\$500,000
9100	<u>EXPENDABLE EQUIPMENT</u>		
	Small items with a useful life of more than one year and under the \$5,000 threshold of the town	TOTAL =	\$2,000
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Transfer funds for planned capital expenditures	TOTAL =	\$372,253
		TOTAL	<u>\$4,171,053</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED FY 19 - 20 BUDGET</u>	<u>APPROVED</u>		<u>POSITIONS</u>
			<u>% BUDGET</u>	<u>% CHANGE</u>		<u>% BUDGET</u>	<u>% CHANGE</u>	
Salaries/Benefits	461,336	423,759	415,064	-2.05%	415,064	-2.05%		Treatment Plant Operator (ORC) 2
Operating Expenses	356,098	464,970	407,970	-12.26%	407,970	-12.26%		Treatment Plant Operator 1
Capital Outlay	9,179	80,000	76,000	-5.00%	76,000	-5.00%		Utility Maint. Worker 2
Debt Service	0	0	0	0.00%	0	0.00%		Instrumentation/Electrician(VACANT) 1
Sewer Treatment	3,369,719	3,157,848	3,314,830	4.97%	3,314,830	4.97%		
Transfers	70,417	354,590	372,253	4.98%	372,253	4.98%		
TOTAL	4,266,749	4,481,167	4,586,117	2.34%	4,586,117	2.34%		TOTAL 6

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	6	0	6

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (COLLECTION)									
31-830-0200	SALARIES & WAGES - FULL TIME	229,084	233,432	206,290		233,432	245,105	245,105	245,105
31-830-0210	SALARIES & WAGES - OVERTIME	57,796	35,000	61,191		65,000	45,000	45,000	45,000
31-830-0250	CELL PHONE ALLOWANCE	2,500	3,000	2,250		3,000	3,000	3,000	3,000
31-830-0300	FICA EXPENSE	19,249	20,765	20,016		20,765	22,423	22,423	22,423
31-830-0410	GROUP INSURANCE	38,022	36,115	31,447		36,115	37,374	37,374	37,374
31-830-0510	LGERS RETIREMENT	21,128	21,018	20,842		23,000	26,196	26,196	26,196
31-830-0520	401K SUPP RETIREMENT	5,681	6,040	5,864		6,040	11,604	11,604	11,604
31-830-0700	UNEMPLOYMENT	126	705	95		705	705	705	705
31-830-0800	WORKERS COMPENSATION	9,863	9,672	8,707		9,672	10,371	10,371	10,371
31-830-1000	RETIREE INSURANCE	23,071	20,122	18,002		20,122	21,812	21,812	21,812
31-830-2100	DEPARTMENT SUPPLIES	501	1,000	392		1,000	1,000	1,000	1,000
31-830-2101	SEWER TAPS	143,100	250,000	209,103		245,000	225,000	225,000	225,000
31-830-2300	VEHICLE SUPPLIES (FUEL, OIL)	11,331	16,000	11,825		13,000	16,000	16,000	16,000
31-830-3100	PROFESSIONAL SERVICES	12,743	9,000	5,985		9,000	9,000	9,000	9,000
31-830-3300	DUES & SUBSCRIPTIONS	500	4,000	1,360		2,000	4,000	4,000	4,000
31-830-3600	STAFF DEVELOPMENT	3,459	4,000	2,408		4,000	4,000	4,000	4,000
31-830-3710	UNIFORMS	2,814	3,720	2,021		3,720	3,720	3,720	3,720
31-830-3720	OSHA COMPLIANCE ITEMS	695	1,000	749		1,000	2,000	2,000	2,000
31-830-4110	MAINT & REPAIRS - FACILITIES	6,073	14,000	5,435		10,000	15,000	15,000	15,000
31-830-4120	MAINT & REPAIR EQUIPMENT	18,155	110,000	60,590		110,000	110,000	110,000	110,000
31-830-4130	MAINT & REPAIR VEHICLES	4,511	4,500	4,465		4,500	5,000	5,000	5,000
31-830-4140	REP/MAINT COLLECTION SYSTEM	18,411	250,000	170,753		250,000	250,000	250,000	250,000
31-830-4300	TELEPHONE	3,499	4,000	3,658		4,000	4,000	4,000	4,000
31-830-4301	INTERNET ACCESS	3,158	2,000	1,979		2,000	2,000	2,000	2,000
31-830-4400	UTILITIES	287,205	290,000	217,532		290,000	290,000	290,000	290,000
31-830-5440	CAPITAL OUTLAY	76,857	368,000	239,493		268,000	116,936	116,936	116,936
31-830-5450	CAPITAL OUTLAY-CIP	412,165	160,313	103,728		160,313	118,000	118,000	118,000
31-830-6100	CONTRACTED SERVICES	107,127	120,000	80,979		120,000	75,000	75,000	75,000
31-830-7110	DEBT SERVICE-PRINCIPAL	3,507,181	3,632,350	0		3,632,350	3,772,867	3,772,867	3,772,867
31-830-7120	DEBT SERVICE-INTEREST	3,724,272	3,588,950	1,794,474		3,588,950	3,448,645	3,448,645	3,448,645
31-830-9100	EXPENDABLE EQUIPMENT	0	2,000	0		2,000	2,000	2,000	2,000
31-830-9630	TRANSFER TO WATER FUND	0	25,614	0		0	-	-	-
31-830-9672	TRANSFER TO CAPITAL RESERVE	200,000	200,000	150,000		300,000	200,000	200,000	200,000
31-830	DEPARTMENT TOTAL	8,950,278	9,446,316	3,441,634		9,438,684	9,097,758	9,097,758	9,097,758

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

DEPARTMENTAL SUPPLIES

Miscellaneous supplies for the offices based on past experience for computers, printers, plus added supplies for maintaining maps, procedures and information packages for public information and education.

TOTAL = **\$1,000**

2101 SEWER TAPS

Materials needed to provide service connections to our customers.(5 on vac system, 4 on gravity system)
Installation of 30 pits

Sub Total 225,000
225,000 TOTAL = **\$225,000**

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

Fuel, diesel, oil, etc. estimated per past experience.

TOTAL = **\$16,000**

3100 PROFESSIONAL SERVICES

Collection lines, piping materials, equipment, pumps, permit modifications. Estimated per past experience.

TOTAL = **\$9,000**

3300 DUES & SUBSCRIPTIONS

Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials. As well as additional Permit renewals.

TOTAL = **\$4,000**

3600 STAFF DEVELOPMENT

Estimated per past experience plus additional training within the utility field (six (6) hours continued Education required per license by the State.)

TOTAL = **\$4,000**

3710 UNIFORMS

New contract with Unifirst for six employees at \$620 per employee.

TOTAL = **\$3,720**

3720 OSHA COMPLIANCE ITEMS

Estimated per past experience. Inventory of items for confined space equipment and devices.

TOTAL = **\$2,000**

4110 MAINTENANCE & REPAIRS - FACILITIES

For repairs to Wastewater Dept Bldgs and Grounds

TOTAL = **\$15,000**

4120 MAINTENANCE & REPAIR EQUIPMENT

Estimated per past experience to cover repairs and maintenance of pumps, valves, timers, relays and other electrical equipment. Electrical work on older Yaupon System. 11 lift service connections and generator connections. Rehab SE 59th St Manhole

TOTAL = **\$110,000**

4130 MAINTENANCE & REPAIR VEHICLES

Estimated per past experience. Also for basic items on portable generators.

TOTAL = **\$5,000**

4140 REPAIR / MAINTENANCE COLLECTION SYSTEM

Maintenance provided to 36 Lift Stations, 68 pumps, 9000 connections, manholes, 100 miles of pipe lines.

TOTAL = **\$250,000**

4300 TELEPHONE & POSTAGE

Estimated per past experience for 24/7 on call requirements plus Lift Stations and Vacuum Stations Alarm Systems.

TOTAL = **\$4,000**

4301 INTERNET ACCESS

Based on past year activity

TOTAL = **\$2,000**

4400 UTILITIES

Estimated per past experience for Lift Stations (36 total) plus Vacuum Stations (9).

TOTAL = **\$290,000**

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

5440	<u>CAPITAL OUTLAY</u>			
	FI50 and F250 Pickup Trucks		\$55,358	
	Gowdwin By Pass Pumps		\$61,578	
		Sub-Total	\$116,936	TOTAL = \$116,936
5450	<u>CAPITAL IMPROVEMENT</u>			
	Vacuum Pits		\$100,000	
	Meyers (2) 5HP pumps (\$5,000 x 2) and (2) 3HP (\$4,000 x 2)		\$18,000	
		Sub-Total	\$118,000	TOTAL = \$118,000
6100	<u>CONTRACTED SERVICES</u>			
	Customer Tap Installation (\$70,000) if pit is over six foot deep		\$70,000	
	Vacuum Station Inspection, Motor Calibrations and Crane Inspections		\$5,000	
	Sub-Total		\$75,000	TOTAL = \$75,000
7110	<u>DEBT SERVICE-PRINCIPAL</u>			
	2009A Revenue Bond		\$0	
	2011 Revenue Bond		\$325,000	
	2015 Revenue Bond		\$1,695,000	
	2017 Revenue Bond		\$1,055,000	
	SRLF - \$9,000,000		\$377,665	
	SRLF - \$8,500,000		\$320,202	
		Sub-total	\$3,772,867	TOTAL = \$3,772,867
7120	<u>DEBT SERVICE-INTEREST</u>			
	2009A Revenue Bond		\$0	
	2011 Revenue Bond		\$13,813	
	2015 Revenue Bond		\$1,864,638	
	2017 Revenue Bond		\$1,384,181	
	SRLF - \$9,000,000		\$86,983	
	SRLF - \$8,500,000		\$99,030	
		Subtotal	\$3,448,645	TOTAL = \$3,448,645
9100	<u>EXPENDABLE EQUIPMENT</u>			
	Small items with estimated life over one year and cost of less than \$5,000 threshold			TOTAL = \$2,000
9672	<u>TRANSFER TO CAPITAL RESERVE</u>			
	Transfers for funding of future capital projects as capital needs replaced			TOTAL = \$200,000
				TOTAL <u>\$8,674,168</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
DEPARTMENT SUMMARY
FY 2018 - 2019

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	406,521	385,869	423,590	9.78%	423,590	4.20%	Wastewater Superintendant 1
Operating Expenses	623,283	1,085,220	1,017,720	-6.22%	1,017,720	63.28%	Crew Leader 1
Capital Improvement	412,165	160,313	118,000	-26.39%	118,000	-71.37%	Collection System Operator 1
Capital Outlay	76,857	368,000	116,936	-68.22%	116,936	52.15%	Collection System Mechanic 3
Debt Service	7,231,453	7,221,300	7,221,512	0.00%	7,221,512	-0.14%	
Reserves	200,000	200,000	200,000	0.00%	200,000	100.00%	
Transfers	-	25,614	-	0.00%	-	100.00%	
TOTAL	8,950,278	9,446,316	9,097,758	-3.69%	9,097,758	1.65%	

PERSONNEL FULL-TIME PART-TIME TOTAL

6

6

TOTAL

6

TOWN OF OAK ISLAND
REVENUES STORMWATER FUND (32)
FY 2019 - 2020

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommendations	Council Approved
32-300-5310	STORMWATER FEES - RESIDENTIAL	288,581	307,197	237,670	307,197	452,484	452,484	452,484
32-300-5320	STORMWATER FEES - COMMERCIAL	31,283	30,869	22,784	30,869	30,587	30,587	30,587
32-300-8948	NC STATE CISTERN GRANT	22,651	0	0	0	0	0	0
32-300-9800	APPROPRIATED FUND BALANCE	0	224,975	0	224,975	74,551	74,551	74,551
TOTAL STORMWATER FUND		342,516	563,041	260,454	563,041	557,622	557,622	557,622

TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 18 -19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
PUBLIC WORKS - STORMWATER									
32-562-0220	SALARIES & WAGES - FULL TIME	125,933	118,453	91,108		118,453	179,375	179,375	179,375
32-562-0230	SALARIES & WAGES - PART TIME	37,848	41,933	27,616		41,933	0	0	0
32-562-0240	SALARIES & WAGES - OVERTIME	4,761	2,000	9,036		2,000	5,000	5,000	5,000
32-562-0250	CELL PHONE ALLOWANCE	0	-	0		-	600	600	600
32-562-0300	FICA EXPENSE	12,243	12,423	9,414		12,423	14,151	14,151	14,151
32-562-0410	GROUP INSURANCE	23,686	22,834	16,676		22,834	17,799	17,799	17,799
32-562-0510	RETIREMENT	8,926	9,431	7,790		9,431	16,649	16,649	16,649
32-562-0520	401K SUPP RETIREMENT	2,561	2,710	1,898		2,710	7,375	7,375	7,375
32-562-0700	UNEMPLOYMENT	76	353	57		353	470	470	470
32-562-0800	WORKERS COMPENSATION	3,257	4,032	3,002		4,032	6,413	6,413	6,413
32-562-2100	DEPARTMENTAL SUPPLIES	1,681	2,000	2,024		2,000	2,500	2,500	2,500
32-562-2300	VEHICLE FUEL, OIL CHANGE, ETC.	188	1,000	316		1,000	3,000	3,000	3,000
32-562-3100	PROFESSIONAL SERVICES	0	2,000	0		2,000	4,000	4,000	4,000
32-562-3200	NPDES-PUBLIC EDUCATION	1,887	2,000	0		2,000	2,000	2,000	2,000
32-562-3300	ENVIRONMENTAL PERMIT	860	860	0		860	860	860	860
32-562-3600	STAFF DEVELOPMENT	586	3,000	0		3,000	3,000	3,000	3,000
32-562-3710	UNIFORMS	1,475	1,860	730		1,860	2,480	2,480	2,480
32-562-3720	OSHA COMPLIANCE ITEMS	1,173	1,000	290		1,000	1,000	1,000	1,000
32-562-4130	MAINT & REPAIR VEHICLES	1,185	3,000	4,886		3,000	6,000	6,000	6,000
32-562-4140	MAINT & REPAIR DRAINAGE	27,885	35,000	23,214		35,000	60,000	60,000	60,000
32-562-4300	TELEPHONE & POSTAGE	236	450	160		450	450	450	450
32-562-4301	INTERNET ACCESS	242	-	72,521		72,521	0	0	0
32-562-5420	CAPITAL OUTLAY - EQUIPMENT	0	-	72,521		72,521	29,000	29,000	29,000
32-562-6100	CONTRACTED SERVICES	1,076	25,000	23,202		25,000	60,000	60,000	60,000
32-562-6101	DRAINAGE PROJECTS	20,441	35,000	0		35,000	75,000	75,000	75,000
32-562-6102	WATER QUALITY MONITORING	4,274	1,500	0		1,500	500	500	500
32-562-6103	TOWN HALL STORMWATER PROJECT	170,308	224,975	233,605		233,605	0	0	0
32-562-6105	CISTERN PROJECT	11,710	-	0		-	0	0	0
32-562-9672	TRANSFER TO CAPITAL RESERVE		10,227	5,100		5,100	60,000	60,000	60,000
DEPARTMENT TOTAL		464,497	563,041	532,644		639,065	557,622	557,622	557,622
32-562									

**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

<u>DEPARTMENTAL SUPPLIES</u>		
Estimated funds to purchase supplies.	TOTAL =	\$2,500
2300 <u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>		
Gas, oil, etc. for department vehicle use.	TOTAL =	\$3,000
3100 <u>PROFESSIONAL SERVICES</u>		
Estimated funds needed for consulting to update the GIS stormwater inventory and engineering service for structural BMP design and large-scale stormwater management plan reviews. Additional engineering costs and flooding issues. (8th Street and continued flooding on Ocean Blvd.)		\$4,000
3200 <u>NPDES-PUBLIC EDUCATION</u>		
Funds for development and distribution of public education materials to identified user groups and conducting outreach programs.	TOTAL =	\$2,000
3300 <u>ENVIRONMENTAL PERMIT</u>		
Based on review of current year permit cost	TOTAL =	\$860
3600 <u>STAFF DEVELOPMENT</u>		
Estimated funds needed for travel and training (e.g., sediment and erosion control, stormwater regulations, GIS/GPS, clean water contractor, rain garden certification).	TOTAL =	\$3,000
3710 <u>UNIFORMS</u>		
4 people at \$620.00 each	TOTAL =	\$2,480
3720 <u>OSHA COMPLIANCE ITEMS</u>		
For material, equipment, etc. for safety compliance.	TOTAL =	\$1,000
4130 <u>MAINTENANCE & REPAIR VEHICLES</u>		
Funds for minor vehicle repairs. (1 F150 pickup, Dump Truck and Backhoe)	TOTAL =	\$6,000
4140 <u>MAINTENANCE & REPAIR DRAINAGE</u>		
Estimated from past experience, funds for stone, replacement pipe, grader and bush hog blades, sweeper, etc. for maintaining system. In addition, there will be an effort to clear and maintain the Town's 25 miles of open ditches.	TOTAL =	\$60,000
4300 <u>TELEPHONE & POSTAGE</u>		
Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$450
5420 <u>CAPITAL OUTLAY - EQUIPMENT</u>		
F150 Ford Pickup Truck	TOTAL =	\$29,000
6100 <u>CONTRACTED SERVICES</u>		
Estimated expenses needed for repairs during the year. Inventory & survey of entire drainage system (\$30,000)	TOTAL =	\$60,000
6101 <u>DRAINAGE PROJECTS</u>		
Estimated funds needed for the materials for new long-term drainage improvement projects, including stone, landscape fabric, topsoil if needed, and support equipment rental if necessary.	TOTAL =	\$75,000
6102 <u>WATER QUALITY MONITORING</u>		
Funds for water sampling and analysis for Water Quality Group Requests.	TOTAL =	\$500
9672 <u>TRANSFER TO CAPITAL RESERVE</u>		
Funding for future equipment purchases of a backhoe in FY 2020-2021 and a dump truck in FY 2021-2022.	TOTAL =	\$60,000
TOTAL		<u>\$ 309,790</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	219,290	214,169	247,832	15.72%	247,832	15.72%	Full -Time Stormwater Administrator 1
Operating Expenses	245,207	338,645	220,790	-34.80%	220,790	-34.80%	Crew Leader 1
Capital Outlay	0	0	29,000	100.00%	29,000		Heavy Equipment Operator 1
Transfers	0	10,227	60,000	0.00%	60,000	0.00%	Equipment Operator 1
					-	0.00%	<u>TOTAL</u> 4
TOTAL	464,497	563,041	557,622	-0.96%	557,622	-0.96%	<u>Part-Time</u>
<u>PERSONNEL</u>	<u>FULL-TIME</u> 4	<u>PART-TIME</u> 0	<u>TOTAL</u> 4				TOTAL 4

**TOWN OF OAK ISLAND
REVENUES SOLID WASTE FUND (35)
FY 2019 - 2020**

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommendations	Council Approved
35-300-3250	SOLID WASTE DISPOSAL TAX	6,184	4,000	2,807	4,000	4,000	4,000	4,000
35-300-5410	SOLID WASTE COLLECTION FEES	1,106,054	1,072,503	851,157	1,072,503	1,142,702	1,142,702	1,142,702
35-300-8420	SALE OF MATERIALS	527	0	363	0	0	0	0
35-300-9800	APPROPRIATED FUND BALANCE	0	0	0	0	0	0	0
TOTAL SOLID WASTE FUND		1,112,765	1,076,503	854,328	1,076,503	1,146,702	1,146,702	1,146,702

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)

FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 3/31/2019					
SOLID WASTE FUND									
35-580-0220	SALARIES & WAGES - FULL TIME	145,210	156,700	153,743	204,000	160,212	160,212	160,212	160,212
35-580-0230	SALARIES & WAGES - PART TIME	0	11,232	3,378	3,378	11,232	11,232	11,232	11,232
35-580-0240	SALARIES & WAGES - OVERTIME	24,567	10,000	25,318	30,000	20,000	20,000	20,000	20,000
35-580-0250	CELL PHONE ALLOWANCE	2,100	600	1,800	1,800	1,800	1,800	1,800	1,800
35-580-0300	FICA EXPENSE	20,051	12,753	13,577	15,606	13,786	13,786	13,786	13,786
35-580-0410	GROUP INSURANCE	27,332	19,646	24,841	34,000	23,267	23,267	23,267	23,267
35-580-0510	RETIREMENT	14,549	12,173	13,937	18,400	15,259	15,259	15,259	15,259
35-580-0520	401K SUPP RETIREMENT	3,071	3,498	3,863	5,429	6,759	6,759	6,759	6,759
35-580-0700	UNEMPLOYMENT	76	353	63	353	353	353	353	353
35-580-0800	WORKERS COMPENSATION	5,222	9,330	4,006	4,500	10,007	10,007	10,007	10,007
35-580-2100	DEPARTMENTAL SUPPLIES	1,858	2,500	747	2,500	1,500	1,500	1,500	1,500
35-580-2300	VEHICLE SUPPLIES (FUEL, OIL CHANGI	27,335	30,000	20,734	30,000	30,000	30,000	30,000	30,000
35-580-3710	UNIFORMS	1,621	1,860	1,301	1,860	1,860	1,860	1,860	1,860
35-580-4130	MAINT & REPAIR VEHICLES	45,799	42,500	23,506	42,500	42,500	42,500	42,500	42,500
35-580-4140	MAINT & REPAIR RAMP	5,100	12,000	0	12,000	12,000	12,000	12,000	12,000
35-580-4300	TELEPHONE	0	1,000	0	1,000	1,000	1,000	1,000	1,000
35-580-5420	CAPITAL OUTLAY - EQUIPMENT	0	-	0	-	-	-	-	-
35-580-6100	CONTRACTED SERVICES	182,843	177,920	167,360	177,920	137,820	137,820	137,820	137,820
35-580-6410	SOLID WASTE DISPOSAL FEES	9,446	15,000	21,629	30,000	15,000	15,000	15,000	15,000
35-580-6420	RECYCLING PROGRAM-HOUSEHOLD	514,292	389,000	364,784	400,000	388,800	388,800	388,800	388,800
35-580-6430	YARD WASTE RECYCLE	120,505	95,000	48,000	95,000	95,000	95,000	95,000	95,000
35-580-9100	EXPENDABLE EQUIPMENT		500	0	500	500	500	500	500
35-580-9672	TRANSFER TO CAPITAL RESERVE		72,938	36,469	72,938	158,047	158,047	158,047	158,047
35-580	DEPARTMENT TOTAL	1,150,978	1,076,503	929,055	1,183,684	1,146,702	1,146,702	1,146,702	1,146,702

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

<u>DEPARTMENTAL SUPPLIES</u>			
	Supplies include trash bags for beach trash program	TOTAL =	\$1,500
2300	<u>VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)</u>		
	Gas, oil, etc. for department vehicle use.	TOTAL =	\$30,000
3710	<u>UNIFORMS</u>		
	Uniforms for (3) employees at \$620.00 each	TOTAL =	\$1,860
4130	<u>MAINTENANCE & REPAIR VEHICLES</u>		
	Estimated based on current year expenditures	TOTAL =	\$42,500
4140	<u>MAINTENANCE & REPAIR RAMPS</u>		
	Maintenance of Ramps for maintenance & improvements to ramp for Beach Access Recycling	TOTAL =	\$12,000
4300	<u>TELEPHONE & POSTAGE</u>		
	Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$1,000
6100	<u>CONTRACTED SERVICES</u>		
	Second summer pickup (\$1,660 X 4.5 X 6.3 = \$47,500	47,500	
	Extra trash, Beach access, recycling poly carts in parks, also ordinance trash disposal site to be determined	26,000	
	Porta John Rental (West End) \$1,158.24 monthly	13,900	
	Miscellaneous Item Pickup	50,000	
		Sub-total	137,400
	<u>Summer Beach Access Trash Program</u>		
	Uniforms (Tee Shirts \$25. X 2 X 6 employees) \$300., Safety vest, gloves, etc. (\$20. x 6 employees)	420	
		Sub-Total	420
		TOTAL =	\$137,820
6410	<u>SOLID WASTE DISPOSAL FEE</u>		
	Funds required for c+d debris and general trash generated from maintenance work or picked up and delivered to the county landfill	TOTAL =	\$15,000
6420	<u>HOUSEHOLD RECYCLING</u>		
	Curbside recycling for over 8,100 residential units (8,100 X 12 = 97,200 at \$4.00 per month	TOTAL =	\$388,800
6430	<u>YARD WASTE RECYCLE - TUB GRINDING</u>		
	Funds to dispose of yard debris by tub grinding. The price of grinding has increased	TOTAL =	\$95,000
9100	<u>EXPENDABLE ASSETS</u>		
	Includes gas powered tools for debris clean up	TOTAL =	\$500
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Funding for future purchase of dump truck for recycling and beach access pickup	TOTAL =	\$158,047
		TOTAL	<u>\$ 884,027</u>

TOWN OF OAK ISLAND

DEPARTMENT SUMMARY

FY 2019 - 2020

<u>EXPENDITURES</u>	FY 17 - 18 <u>ACTUAL</u>	FY 18 - 19 <u>BUDGET</u>	REQUESTED FY 19 - 20 <u>BUDGET</u>	REQUESTED % <u>CHANGE</u>	APPROVED FY 19 - 20 <u>BUDGET</u>	APPROVED % <u>CHANGE</u>
Salaries/Benefits	242,178	236,285	262,675	11.17%	262,675	11.17%
Operating Expenses	908,800	767,280	725,980	-5.38%	725,980	-5.38%
Capital Outlay	0		0		0	
Transfers	0	72,938	158,047	0.00%	158,047	0.00%
TOTAL	1,150,978	1,076,503	1,146,702	6.52%	1,146,702	6.52%
<u>PERSONNEL</u>	<u>FULL-TIME</u> 3	<u>PART-TIME</u> 6	<u>TOTAL</u> 9			

TOWN OF OAK ISLAND
REVENUES SOUTH HARBOR GOLF FUND (38)
FY 2019 - 2020

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommends	Council Approved
38-300-5510	GREEN FEE PLAY	123,849	115,000	64,326	110,000	115,000	115,000	115,000
38-300-5520	ANNUAL MEMBERSHIPS	29,213	30,000	21,009	30,000	30,000	30,000	30,000
38-300-5530	MERCHANDISE SALES	6,995	7,900	4,092	7,963	7,900	7,900	7,900
	SUB-TOTAL CHARGES FOR SERVICES	160,057	152,900	89,427	147,963	152,900	152,900	152,900
38-300-8951	SPONSORSHIPS	3,055	0	0	0	0	0	0
38-300-9710	TRANSFER FROM GENERAL FUND - OPERATIONS	122,853	89,480	50,000	72,574	149,577	149,577	149,577
	TOTAL SOUTH HARBOR GOLF FUND	285,966	242,380	139,427	220,537	302,477	302,477	302,477

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
FY 2019 - 2020

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>SOUTH HARBOR GOLF - GROUNDS MAINTENANCE</u>								
38-501-0220	SALARIES & WAGES - FULL TIME	35,142	35,485	26,463	33,809	66,394	66,394	\$ 66,394
38-501-0230	SALARIES & WAGES - PART TIME	21,278	20,966	14,225	20,347	22,110	22,110	22,110
38-501-0240	SALARIES & WAGES - OVER TIME	872	-	1,009	872	-	-	-
38-501-0250	CELL PHONE ALLOWANCE	600	600	400	600	600	600	600
38-501-0300	FICA EXPENSE	4,033	4,524	3,194	3,886	7,060	7,060	7,060
38-501-0410	GROUP INSURANCE	6,956	6,487	4,365	6,851	13,434	13,434	13,434
38-501-0510	LGERS RETIREMENT	2,716	2,778	2,132	2,613	5,995	5,995	5,995
38-501-0520	401K SUPP RETIREMENT	0	798	0	0	2,656	2,656	2,656
38-501-0700	UNEMPLOYMENT	50	118	20	50	118	118	118
38-501-0800	WORKERS COMPENSATION	3,207	722	0	722	3,687	3,687	3,687
38-501-2101	CHEMICALS/FERTILIZERS/SOIL	8,765	17,000	5,416	15,000	15,000	15,000	15,000
38-501-2102	GOLF COURSE SUPPLIES	9,175	5,231	2,549	5,000	4,500	4,500	4,500
38-501-2300	VEHICLE SUPPLIES (FUEL, OIL CHANG	4,702	4,000	2,107	4,500	3,500	3,500	3,500
38-501-3710	UNIFORMS	150	700	213	300	700	700	700
38-501-4120	REPAIRS & MAINT -EQUIPMENT	15,393	30,100	9,446	15,000	25,000	25,000	25,000
38-501-4400	UTILITIES	10,597	10,000	5,812	8,553	10,000	10,000	10,000
38-501-5401	CAPITAL OUTLAY	2,815	-	0	-	-	-	-
38-501-6100	CONTRACTED SERVICES	30,235	29,000	20,454	28,513	45,000	45,000	45,000
38-501-9100	EXPENDABLE EQUIPMENT	0	500	0	-	500	500	500
38-501-9672	TRANSFER TO CAPITAL RESERVE	0	5,000	5,000	-	5,000	5,000	5,000
38-501	DEPARTMENT TOTAL	156,686	174,009	102,805	146,616	231,253	231,253	231,253

SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

2101 CHEMICALS/FERTILIZERS/SOIL

Estimated funds to purchase chemicals, fertilizers, etc. TOTAL = \$15,000

2102 GOLF COURSE SUPPLIES

Purchase supplies for course flags, boxes, cups, etc. TOTAL = \$4,500

2300 VEHICLE SUPPLIES (FUEL, OIL CHANGE, SMALL ITEMS)

Gas, oil, etc. for department vehicle use. TOTAL = \$3,500

3710 UNIFORMS

Full time employees: (10) shirts @ \$20.00, (10) pants @ \$40.00 each and (2) pair boots @ \$140.00 each TOTAL = \$700

4120 EQUIPMENT REPAIRS AND MAINTENANCE

Includes reel grinding. Backlapping, bedknife grinding, etc. on a biweekly basis TOTAL = \$25,000

4400 UTILITIES

Estimated from current year TOTAL = \$10,000

5401 CAPITAL OUTLAY - EQUIPMENT

No budgeted capitol equipment TOTAL = \$0

6100 CONTRACTED SERVICES

Irrigation Control and pump system repairs.	\$ 18,200	
Pond and Lake Maintenance (Chemical Treatment and Dredging)	\$ 25,000	
Aquatic Spraying \$150. x 12 months \$1,800.00)	\$ 1,800	TOTAL = \$45,000

9100 EXPENDABLE EQUIPMENT

Gas powered maintenance tools such as trimmers, blowers, chainsaws, irrigation heads, etc. TOTAL = \$500

TRANSFER TO CAPITAL RESERVE

9672 Transfer toCapital Reserve for future equipment purchases TOTAL = \$5,000

TOTAL = \$109,200

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18</u> <u>ACTUAL</u>	<u>FY 18 - 19</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 19 - 20</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>Positions</u> <u>Full Time</u>
Salaries/Benefits	74,854	72,478	122,053	68.40%	122,053	68.40%	2
Operating Expenses	79,016	101,531	109,200	7.55%	109,200	7.55%	
Capital Outlay	2,815	0	0	0.00%	0	0.00%	2
Contingency	-	-	-	0.00%	-	0.00%	
TOTAL	156,686	174,009	231,253	32.90%	231,253	32.90%	1 3

<u>PERSONNEL</u>	<u>FULL-TIME</u> 2	<u>PART-TIME</u> 1	<u>TOTAL</u> 3
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TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>SOUTH HARBOR GOLF - OPERATIONS</u>								
38-738-0220	SALARIES & WAGES - PART TIME	38,551	35,514	21,095	35,514	46,014	46,014	46,014
38-738-0500	FICA EXPENSE	3,055	2,717	1,614	2,717	3,520	3,520	3,520
38-738-0700	UNEMPLOYMENT	0	340	13	340	340	340	340
	SUB-TOTAL SALARIES & BENEFITS	41,606	38,571	22,721	38,571	49,874	49,874	49,874
38-738-2100	PRO SHOP SUPPLIES	1,489	3,500	816	25,000	2,500	2,500	2,500
38-738-2101	DEPARTMENTAL SUPPLIES	1,753	2,750	1,267	1,500	1,500	1,500	1,500
38-738-2102	MERCHANDISING EXPENSE	5,996	5,000	2,529	3,500	4,500	4,500	4,500
38-738-2400	PROGRAM & ACTIVITY SUPPLIES	717	2,000	905	1,500	1,000	1,000	1,000
38-738-3200	ADVERTISING	1,134	4,000	1,010	3,000	3,000	3,000	3,000
38-738-4120	EQUIPMENT REPAIRS & MAINT.	19	250	189	250	250	250	250
38-738-4300	TELEPHONE & POSTAGE	0						
38-738-4301	INTERNET ACCESS	0	1,200	0	-	-	-	-
38-738-4400	UTILITIES	5,900	700	614	700	700	700	700
38-738-6100	CONTRACTED SERVICES	181	400	131	400	400	400	400
38-738-6210	PRO SHOP LEASE	1,200	-	0	-	-	-	-
38-738-6220	EQUIPMENT LEASE / RENTAL	5,977	7,500	6,210	7,500	7,500	7,500	7,500
38-738-6600	CREDIT CARD FEES	2,746	2,500	0				
38-738	DEPARTMENT TOTAL	68,718	68,371	36,393	81,921	71,224	71,224	71,224

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

PRO SHOP SUPPLIES

Estimated funding based on current year purchases	TOTAL =	\$2,500
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2101 **DEPARTMENTAL SUPPLIES**

Estimated funds to purchase supplies.	TOTAL =	\$1,500
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2102 **MERCHANDISING EXPENSE**

pro shop merchandise for resale	TOTAL =	\$4,500
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2400 **PROGRAM AND ACTIVITY SUPPLIES**

golf tournaments for members and to promote the golf course	TOTAL =	\$1,000
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3200 **ADVERTISING**

Anticipated LGERS advertising to encourage to play at course	TOTAL =	\$3,000
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4120 **EQUIPMENT REPAIRS & MAINTENANCE**

Estimated from past experience	TOTAL =	\$250
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4400 **UTILITIES**

Estimated from review of current year utility bills	TOTAL =	\$700
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6100 **CONTRACTED SERVICES**

Estimated based on current year	TOTAL =	\$400
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6220 **EQUIPMENT LEASE/RENTAL**

Estimated based on current year	TOTAL =	\$7,500
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6600 **CREDIT CARD FEES**

Based on anticipated credit card fees for year	TOTAL =	\$0
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	TOTAL =	\$21,350
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TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - OPERATIONS
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED FY 19 - 20 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 19 - 20 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>Positions Part Time</u>
Salaries & Benefits	41,606	38,571	49,874	29.31%	49,874	29.31%	Golf Shop Attendants 6
Operating Expenses	27,112	29,800	21,350	-28.36%	21,350	-28.36%	
Capital Outlay	0	-	-		0		
TOTAL	68,718	68,371	71,224	4.17%	71,224	4.17%	

PERSONNEL FULL-TIME PART-TIME TOTAL
0 6 6

-

**TOWN OF OAK ISLAND
REVENUES SEWER DISTRICT FUND (39)
FY 2019 - 2020**

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommends	Council Approved
39-300-5610	SDF REVENUE - CURRENT YEAR	2,220,545	7,221,300	6,696,840	7,221,300	7,221,512	7,221,512	7,221,512
39-300-5620	SDF REVENUE - PRIOR YEAR	93,330	20,000	15,581	20,000	20,000	20,000	20,000
39-300-8952	SDF INTEREST AND CHARGES					0	0	0
39-300	TOTAL SEWER DISTRICT FEE FUND	2,313,875	7,241,300	6,712,421	7,241,300	7,241,512	7,241,512	7,241,512
39-835-9631	TRANSFER TO WASTEWATER FUND	2,597,415	7,241,300	3,620,650	7,241,300	7,241,512	7,241,512	7,241,512

**TOWN OF OAK ISLAND
REVENUES SEWER ASSESSMENTS (40)**

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommendations	Council Approved
40-300-6100	SEWER ASSESSMENTS	1,291,710	900,000	506,247	900,000	300,000	300,000	300,000
40-300-6150	SEWER ASSESSMENTS INTEREST	244,843	100,000	77,449	100,000	50,000	50,000	50,000
40-300	TOTAL SEWER DISTRICT FEE FUND	1,536,553	1,000,000	583,696	1,000,000	350,000	350,000	350,000
40-480-9631	TRANSFER TO WASTEWATER FUND	700,000	900,000	506,247	900,000	350,000	350,000	350,000

TOWN OF OAK ISLAND
REVENUES ACCOMMODATIONS TAX FUND (45)
FY 2019 - 2020

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D.		Estimated Revenue FY 18 - 19	Dept Request FY 18 - 19	Manager Recommends	Council Approved
				Revenue As Of 3/31/2019	Revenue As Of 3/31/2019				
45-300-5700	ACCOMMODATIONS TAX RECEIPTS (3%)	1,022,166	850,000	975,736	975,736	1,100,000	1,200,000	1,200,000	1,200,000
45-300-8100	MISCELLANEOUS REVENUE	0	1,000	0	0	0	0	0	0
45-300-9800	APPROPRIATED FUND BALANCE	0	0	0	0	0	214,970	214,970	214,970
TOTAL ACCOMMODATIONS TAX FUND		1,022,166	851,000	975,736	975,736	1,100,000	1,414,970	1,414,970	1,414,970

TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
FY 2019 - 2020

Account Number	Description	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
ACCOMMODATIONS TAX FUND (45-745)								
45-745-0230	SALARIES & WAGES PART TIME	0	20,736	4,458	20,736	17,280	17,280	17,280
45-745-0300	FICA EXPENSE	0	1,586	341	1,586	1,322	1,322	1,322
	SUB-TOTAL SALARIES & BENEFITS	0	22,322	4,799	22,322	18,602	18,602	18,602
45-745-2102	CITIZENS PATROL SUPPLIES	0	2,260	510	2,260	2,260	2,260	2,260
45-745-3101	PROFESSIONAL SERVICES	1,303	10,000	1,000	10,000	10,000	10,000	10,000
45-745-4110	REPAIRS & MAINT - GREENHOUSE	2,706	2,000	440	2,000	2,000	2,000	2,000
45-745-4112	REPAIRS - OAK ISLAND PIER	48,569	0	-379	0	0	0	0
45-745-4115	TOURISM & MARKETING DEVELOP.	11,194	10,000	0	10,000	10,000	10,000	10,000
45-745-4116	BEACH 30 YR MAINTENANCE PLAN	6,774	10,000	0	10,000	10,000	10,000	10,000
45-745-4140	BULKHEADING	0	6,500	0	6,500	6,500	6,500	6,500
45-745-4141	DUNES MAINTENANCE	107	0	0	0	0	0	0
45-745-4400	UTILITIES - GREENHOUSES	6,331	4,358	2,777	4,358	3,000	3,000	3,000
45-745-4500	OKI PIER INSURANCE	65,000	0	0	0	0	0	0
45-745-5420	CAPITAL OUTLAY	9,101	0	0	0	0	0	0
45-745-6100	CONTRACTED SERVICES	9,537	9,536	401	9,536	9,500	9,500	9,500
45-745-6220	EQUIPMENT LEASE	2,115	235	235		0	0	0
	SUB-TOTAL	162,736	54,654	4,984	54,654	53,260	53,260	53,260
45-745-9610	TRANSFER TO PIER PROJECT FUND	554,125	259,082	165,000	259,082	100,000	100,000	100,000
45-745-9650	TRANSFER TO BEACH NOURISHMENT				0	1,243,108	1,243,108	1,243,108
	SUB-TOTAL	554,125	259,082	165,000	259,082	1,343,108	1,343,108	1,343,108
45-745-9700	RESERVE FOR FUND BALANCE	0	514,942	0	763,942	0	0	0
45-745	DEPARTMENT TOTAL	716,861	851,000	174,783	1,100,000	1,414,970	1,414,970	1,414,970

TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

2102	<u>CITIZENS PATROL</u> Cost of citizens patrol excluding salaries. (Fuel \$1,000, vehicle repairs \$750, uniforms \$360. and first aid and training \$150.)	TOTAL =	\$2,260
3101	<u>PROFESSIONAL SERVICES</u> Anticipated Professional fees from anticipated projects	TOTAL =	\$10,000
4110	<u>REPAIRS & MAINTENANCE - GREEN HOUSE</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$2,000
4115	<u>TOURISIM & MARKETING DEVELOP.</u> Based on planned tourism initiative for the upcoming year	TOTAL =	\$10,000
4116	<u>BEACH WIDE MAINTENANCE PLAN</u> Moffitt & Nichol Beach wide 30 year maintenance Plan	TOTAL =	\$10,000
4140	<u>BULKHEADING</u> Additional work will need to be performed this year due to conditions of bulkheads and steps	TOTAL =	\$6,500
4400	<u>UTILITIES - GREEN HOUSES</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$3,000
6100	<u>CONTRACTED SERVICES</u> Based on anticipated services to be required in FY 2019 - 2020	TOTAL =	\$9,500
9610	<u>TRANSFER TO PIER CONSTRUCTION PROJECT</u> Transfer funds to Pier Construct Project Fund for construction Costs	TOTAL =	\$100,000
9610	<u>TRANSFER TO BEACH SAND FUND</u> Transfer funds to pay for Engineering Costs for Beach Nourishment	TOTAL =	\$1,239,388
9700	<u>RESERVE FOR FUND BALANCE</u> Appropriate funds for future expenditures of the department or for beach sand projects	TOTAL =	
			TOTAL = \$1,392,648
			Summary \$1,392,648

**TOWN OF OAK ISLAND
ACCOMMODATIONS TAX FUND (45-745)
DEPARTMENT SUMMARY
FY 2019 - 2020**

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED FY 19 - 20 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 19 - 20 BUDGET</u>
Salaries / Benefits	-	18,602	18,602	100.00%	18,602
Operating Expenses	153,635	54,654	53,260	-2.55%	53,260
Capital Outlay	9,101	-	-	-	-
Transfers		259,082	1,343,108	418.41%	1,343,108
Reserves	554,125	514,942	-	0.00%	-
TOTAL	716,861	847,280	1,414,970	67.00%	1,414,970

TOWN OF OAK ISLAND
BEACH TAX FUND (46)
FY 2019 - 2020

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As Of 3/31/2019	Estimated Revenue FY 18 - 19	Dept Request FY 18 - 19	Manager Recommends	Council Approved
46-300-8956	ACCOMMODATIONS TAX RECEIPTS (2%)	681,267	513,000	666,813	794,000	794,000	794,000	794,000
46-300-9631	FEMA REIMBURSEMENT - EMERGENCY SAND	4,003,535	1,794,364	0	0	0	0	0
46-300-9800	APPROPRIATED FUND BALANCE	0			0	0	0	0
TOTAL ACCOMMODATIONS TAX FUND		4,684,802	2,307,364	666,813	794,000	794,000	794,000	794,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
FY 2019 - 2020

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
BEACH TAX FUND 46-746								
46-746-4111	REPAIR BEACH ACCESS WALKWAY	-	50,000	-	50,000	50,000	50,000	50,000
46-746-4140	EMERGENCY SAND PROJECT	3,499,682	-	-	-	-	-	-
46-746-4141	DUNE MAINTENANCE	15,826	53,800	-	53,800	50,000	50,000	50,000
46-746-4801	LOCKWOOD FOLLY DREDGING	40,722	25,667	10,004	10,004	-	-	-
	SUB-TOTAL	3,556,230	129,467	10,004	113,804	100,000	100,000	100,000
46-746-9672	TRANSFER TO BEACH NOURISHMENT (47)	-	2,177,897	500,000	680,196	694,000	694,000	694,000
46-746	DEPARTMENT TOTAL	3,556,230	2,307,364	510,004	794,000	794,000	794,000	794,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020

REPAIR BEACH ACCESS/WALKWAY

Based on Planned additional repairs to beach accesses

TOTAL = \$50,000

4141 DUNES MAINTENANCE

Based on Planned maintenance to dunes during upcoming season

TOTAL = \$50,000

9672 TRANSFER TO BEACH NOURISHMENT PROJECT

Begin to reserve funds for future beach nourishment projects

TOTAL = \$694,000

TOTAL = \$794,000

\$20,000

Summary \$794,000

TOWN OF OAK ISLAND
BEACH TAX FUND (46-746)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	FY 17 - 18 <u>ACTUAL</u>	FY 18 - 19 <u>BUDGET</u>	REQUESTED		APPROVED FY 19 - 20 <u>BUDGET</u>	<u>POSITIONS</u>
			FY 18 - 19 <u>BUDGET</u>	REQUESTED % <u>CHANGE</u>		
Operating Expenses	7,112,460	129,467	100,000	-22.76%	100,000	None
Reserves	0	2,177,897	694,000	-68.13%	694,000	
Transfers	0	-	-	0.00%	-	
TOTAL	7,112,460	2,307,364	794,000	-65.59%	794,000	

**TOWN OF OAK ISLAND
BEACH RENOURISHMENT (47)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As Of 3/31/2019	Estimated Revenue FY 18 - 19	Dept Request FY 18 - 19	Manager Recommendations	Council Approved
BEACH RENOURISHMENT (47)								
47-300-1100	CURRENT YEAR DESIGNATED BEACH FUND TAXES		507,364	513,556	520,000	1,217,364	1,217,364	1,217,364
47-300-4231	PARKING CITATIONS		0	10,860	12,000	10,000	10,000	10,000
47-300-9710	TRANSFER FROM BEACH TAX FUND (46)		2,177,897	500,000	500,000	694,000	694,000	694,000
47-300-9750	TRANSFER FROM ACCOMMODATIONS FUND (45)		0	0	0	1,243,108	1,243,108	1,243,108
								0
TOTAL BEACH RENOURISHMENT FUND		0	2,685,261	1,024,416	1,032,000	3,164,472	3,164,472	3,164,472

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>BEACH TAX FUND 46-746</u>								
47-746-5401	ENGINEERING		1,820,000	520,699	1,000,000	1,820,000	1,820,000	1,820,000
47-746-9700	RESERVE FOR BEACH NOURISHMENT		865,261		32,000	1,344,472	1,344,472	1,344,472
46-746	DEPARTMENT TOTAL	-	2,685,261	520,699	1,032,000	3,164,472	3,164,472	3,164,472

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH NOURISHMENT FUND (47-746)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

ENGINEERING

Moffatt & Nichol	Enginnering Year 1 Contracted Cost for the three year Beach Nourishment Plan	TOTAL =	<u>\$1,820,000</u>
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9672 **RESERVE FOR BEACH NOURISHMENT**

Begin to reserve funds for future beach nourishment projects	TOTAL =	<u>\$1,344,472</u>
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TOTAL =	<u><u>\$3,164,472</u></u>
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Summary	<u>\$3,164,472</u>
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**TOWN OF OAK ISLAND
PIER REBUILD PROJECT (48)
FY 2019 - 2020**

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As Of 3/31/2019	Estimated Revenue FY 18 - 19	Dept Request FY 19 - 20	Manager Recommendations	Council Approved
48-300-3700	TRANSFER FROM ACCOMMODATIONS FUND	175,000	259,082	554,125	554,125	100,000	100,000	100,000
48-300-8500	INSURANCE RECOVERY			55,586	55,586			
48-300-8905	GOLDEN LEAF GRANT		1,500,000		1,500,000			
48-300-8909	FEMA ASSISTANCE		172,500		172,500			
48-300-8910	CAMA GRANT		300,000		300,000			
TOTAL PIER REBUILD PROJECT FUND		175,000	2,231,582	609,711	2,582,211	100,000	100,000	100,000

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
PIER REBUILD FUND 48-748								
48-748-5410	PIER DEMO, REBUILD & STRUCTURAL UPGRADES	0	1,955,125	488,826	1,955,125	75,000	75,000	75,000
48-748-5420	PIER HOUSE IMPROVEMENTS	0	165,000	118,348	135,000	25,000	25,000	25,000
48-748-6100	ENGINEERING SERVICES		111,457	86,281	200,000	0	0	0
46-746	DEPARTMENT TOTAL	0	2,231,582	693,455	2,290,125	100,000	100,000	100,000

**TOWN OF OAK ISLAND
PIER REBUILD PROJECT (48)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

5410 **PIER DEMO, REBUILD AND STRUCTURAL UPGRADES**

Costs anticipated for the final completion of the pier	TOTAL =	<u>\$75,000</u>
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5420 **PIER HOUSE IMPROVEMENTS AND UPGRADES**

Costs anticipated for the remainder of the pier project	TOTAL =	<u>\$25,000</u>
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TOTAL =	<u>\$100,000</u>
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Summary	<u>\$100,000</u>
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**TOWN OF OAK ISLAND
PIER COMPLEX FUND (49)
FY 2019 - 2020**

Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommends	Council Approved
49-300-4710	PIER RESTAURANT RENTAL		12,000		6,000	36,000	36,000	36,000
49-300-6100	801 RENTAL		10,000		3,000	25,000	25,000	25,000
49-300-8100	MISCELLANEOUS REVENUE							
49-300-8420	PIER HOUSE SALES		3,000			50,000	50,000	50,000
49-300-9710	TRANSFER FROM GENERAL FUND		266,152	233,076	266,152	257,249	257,249	257,249
TOTAL PIER COMPLEX FUND			291,152	233,076	275,152	368,249	368,249	368,249

TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
FY 2019 - 2020

NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>PIER COMPLEX FUND</u>								
49-749-0220	SALARIES & WAGES - FULL TIME	-	37,225	-	-	72,813	72,813	72,813
49-749-0230	SALARIES & WAGES - PART TIME	-	83,200	-	-	85,480	85,480	85,480
49-749-0250	CELL PHONE ALLOWANCE	-	600	-	-	1,200	1,200	1,200
49-749-0300	FICA EXPENSE	-	9,213	-	-	6,574	6,574	6,574
49-749-0410	GROUP INSURANCE	-	6,532	-	-	20,123	20,123	20,123
49-749-0510	RETIREMENT	-	2,915	-	-	6,616	6,616	6,616
49-749-0520	401K SUPP RETIREMENT	-	838	-	-	2,913	2,913	2,913
49-749-0700	UNEMPLOYMENT	-	118	-	-	235	235	235
49-749-0800	WORKERS COMPENSATION	-	86	-	-	169	169	169
49-749-2100	DEPARTMENTAL SUPPLIES	-	2,500	-	-	2,500	2,500	2,500
49-749-2101	MERCHANDISE	-	-	-	-	50,000	50,000	50,000
49-749-3710	UNIFORMS	-	800	-	-	800	800	800
49-749-4112	801 BUILDING REPAIRS	-	50,000	61,654	70,000	20,000	20,000	20,000
49-749-4300	TELEPHONE & POSTAGE	-	500	-	-	500	500	500
49-749-4400	UTILITIES	-	3,300	11,789	13,000	20,000	20,000	20,000
49-749-4500	PIER INSURANCE	-	90,000	53,060	53,060	75,000	75,000	75,000
49-749-6100	CONTRACTED SERVICES	-	-	-	-	-	-	-
49-749-6220	LEASE - ICE MACHINE	-	2,825	1,880	2,825	2,825	2,825	2,825
49-749-9100	EXPENDABLE EQUIPMENT	-	500	-	-	500	500	500
49-749-9672	TRANSFER TO CAPITAL RESERVE	-	-	-	-	-	-	-
49-749	DEPARTMENT TOTAL		291,152	128,382	138,885	368,249	368,249	368,249

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

<u>DEPARTMENTAL SUPPLIES</u>		
	Supplies needed for trash bags, cleaning etc both pier house and 801 building	
	TOTAL =	\$2,500
2102	<u>MERCHANDISE</u>	
	To purchase merchandise, fishing supplies and food items for sale	
	TOTAL =	\$50,000
3710	<u>UNIFORMS</u>	
	Uniforms for (8) employees at \$100.00 each	
	TOTAL =	\$800
4112	<u>REPAIRS TO 801 BUILDING</u>	
	Anticipated small repairs and maintenance to lease for parties, weddings, etc.	
	TOTAL =	\$20,000
4300	<u>TELEPHONE & POSTAGE</u>	
	Estimated funds needed for basic administrative operations	
	TOTAL =	\$500
4400	<u>UTILITIES</u>	
	Estimated water and wastewater	
	TOTAL =	\$20,000
4500	<u>PIER INSURANCE</u>	
	Liability Insurance for pier based on quote from agent	
	TOTAL =	\$75,000
6220	<u>LEASE ICE MACHINE</u>	
	Annual lease on ice machine for 801 Building	
	TOTAL =	\$2,825
9100	<u>EXPENDABLE ASSETS</u>	
	Items with useful life longer than three years and less than \$5,000.	
	TOTAL =	\$500
TOTAL		<u>\$ 172,125</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	<u>FY 17 - 18 ACTUAL</u>	<u>FY 18 - 19 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>	
			<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>	<u>FY 19 - 20 BUDGET</u>	<u>% CHANGE</u>
Salaries/Benefits		140,727	196,124	39.36%	196,124	39.36%
Operating Expenses		150,425	172,125	14.43%	172,125	14.43%
Capital Outlay						
Transfers						
TOTAL		291,152	368,249		368,249	
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>			
	2	9	11			

<u>POSITIONS</u>	
<u>Full Time</u>	
801 Facilities Coordinator	1
Pier Crew Leader	1
<u>Total Full Time</u>	<u>2</u>
<u>Part Time</u>	
Pier House	9
<u>TOTAL</u>	<u>11</u>

TOWN OF OAK ISLAND
REVENUES CAPITAL RESERVE FUND (72)
FY 2019 - 2020

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As of 3/31/2019		Estimated Revenue FY 18 - 19	Dept. Request FY 2019 - 2020	Manager Recommends	Council Approved
72-300-9700	TRANSFER FROM GENERAL FUND-ADMIN	299,982	319,424	0	0	0	30,590	30,590	30,590
72-300-9710	TRANSFER FROM POLICE DEPARTMENT		175,000	87,500	175,000	175,000	175,000	175,000	175,000
72-300-9720	TRANSFER FROM RECREATION DEPARTMENT	0	115,000	57,500	109,625	109,625	30,000	30,000	30,000
72-300-9730	TRANSFER FROM WATER DEPARTMENT	0	0	0	0	0	353,392	353,392	353,392
72-300-9740	TRANSFER FROM DEVELOPMENT SERVICES	0	10,000	5,000	10,000	10,000	10,000	10,000	10,000
72-300-9732	TRANSFER FROM STORMWATER	85,447	10,227	5,100	10,200	10,200	60,000	60,000	60,000
72-300-9735	TRANSFER FROM SOLID WASTE		72,939	36,469	72,939	72,939	158,047	158,047	158,047
72-300-9736	TRANSFER FROM WASTEWATER	609,751	789,588	327,295	554,590	554,590	572,253	572,253	572,253
72-300-9738	TRANSFER FROM GOLF COURSE	0	10,000	5,000	10,000	10,000	5,000	5,000	5,000
72-300-9781	TRANSFER FROM FIRE DEPARTMENT	0	50,000	25,000	50,000	50,000	50,000	50,000	50,000
72-300-9800	APPROPRIATED FUND BALANCE	0	0	0	0	0	0	0	0
72-300	TOTAL CAPITAL RESERVE FUND	995,180	1,552,178	548,864	992,354	992,354	1,444,282	1,444,282	1,444,282

TOWN OF OAK ISLAND
BUDGET SUMMARY CAPITAL RESERVE FUND (72-772)
FY 2019 - 2020

Account Number	Description	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED 6/30/19 YE EXPENSE	DEPT. REQUEST FY 2019 - 2020	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
CAPITAL RESERVE FUND								
72-772-9610	TRANSFER TO GENERAL FUND	14,160	228,087	407,368	95,368	0	0	0
72-772-9620	TRANSFERS TO RECREATION DEPT	0	115,000	115,000	0	0	0	0
72-772-9736	TRANSFER TO WASTEWATER	117,000	100,000	100,000	0	0	0	0
72-772-9800	APPROPRIATED FUND BALANCE	0	1,109,091	0	525,198	1,444,282	1,444,282	1,444,282
72-420	DEPARTMENT TOTAL	131,160	1,552,178	622,368	620,566	1,444,282	1,444,282	1,444,282

TOWN OF OAK ISLAND
REVENUES BEACH PRESERVATION FUND (74)
FY 2019 - 2020

Account Number	Description	Previous Year Actual FY 17 - 18	Current Budget FY 18 - 19	Y.T.D. Revenue As Of 3/31/2019	Estimated Revenue FY 18 - 19	Dept. Request FY 19 - 20	Manager Recommendations	Council Approved
<u>BEACH PRESERVATION FUND</u>								
74-300-4620	FUND RAISERS & SPONSORSHIP	12,963	8,000	12,721	14,000	10,000	10,000	10,000
74-300-5520	MEMBERSHIPS	5,006	8,500	5,590	8,500	8,500	8,500	8,500
74-300-8200	DONATIONS	269	1,500	1,196	1,500	1,500	1,500	1,500
74-300-8959	APPROPRIATED FUND BALANCE	9,741	6,228			6,701	6,701	6,701
TOTAL BEACH TAX FUND		27,979	24,228	19,507	24,000	26,701	26,701	26,701

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
FY 2019 - 2020

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 17 - 18	CURRENT BUDGET FY 18 - 19	YTD EXPENDED AS OF 3/31/2019	ESTIMATED EXPENSE FY 18 - 19	DEPT. REQUEST FY 19 - 20	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
<u>BEACH PRESERVATION FUND</u>								
74-774-0230	BEACH AMBASSADOR	3,858	3,882	2,865	3,500	4,088	4,088	4,088
74-774-0300	FICA	286	297	219	268	313	313	313
74-774-2100	BEACH EDUCATION - SUPPLIES	2,476	6,799	1,134	2,500	6,600	6,600	6,600
74-774-2101	COMMUNITY EVENTS	454	400	146	500	400	400	400
74-774-2102	NEWSLETTER	701	1,000	638	1,000	1,000	1,000	1,000
74-774-2103	BEACH LOVERS CAMPAIGN	6,543	5,200	3,226	6,800	4,700	4,700	4,700
74-774-2104	MEMBSHIP RECRUITMENT & RECOGNITION	124	550	530	800	1,050	1,050	1,050
74-774-2400	PUBLIC SEMINAR SERIES	0	0	0	0	2,250	2,250	2,250
74-774-2401	FUND RAISING EVENTS	2,683	3,800	2,639	3,200	3,800	3,800	3,800
74-774-3300	ORGANIZATIONAL MEMBERSHIP DUES	280	250	188	250	250	250	250
74-774-3600	CONFERENCE PARTICIPATION	0	350	275	500	550	550	550
74-774-6106	BEACH AMBASSADOR EXPENSES	493	1,700	182	2,082	1,700	1,700	1,700
74-774-6110	HURRICANE DAMAGES TO AMENITIES	9,741	0	0	0	0	0	0
74-774	DEPARTMENT TOTAL	27,641	24,228	12,042	21,400	26,701	26,701	26,701

**TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
LINE ITEM FUNDING PROPOSAL
FY 2019 - 2020**

2100	<u>SUPPLIES-BEACH EDUCATION</u> Kiosk preparation and maintenance/beach signage/pamphlet printing/aquarium continuing education for Brunswick County teachers/aquarium education programs held at Oak Island, video development for beach awareness and learning.	TOTAL =	\$6,600
2101	<u>COMMUNITY EVENTS</u> Earth Day, Christmas and Mardi Gras Parades, Etc.	TOTAL =	\$400
2102	<u>NEWSLETTER</u> Software, printing expenses, postage, etc.	TOTAL =	\$1,000
2103	<u>BEACH AMENITIES</u> Doggie bags and boxes and project expenses for beach access shoe trees and benches, etc.	TOTAL =	\$4,700
2104	<u>MEMBERSHIP RECRUITMENT & RECOGNITION</u> Computer supplies, membership acknowledgments, postage, etc.	TOTAL =	\$1,050
2400	<u>PUBLIC SEMINAR SERIES</u> Conduct a series of seminars to better educate the public about various issues	TOTAL =	\$2,250
2401	<u>FUNDRAISING EVENTS</u> Wine tasting event, newspaper ad recognizing donations and contributions, etc.	TOTAL =	\$3,800
3300	<u>ORGANIZATIONAL MEMBERSHIP DUES</u> Support of liked minded beach preservation organizations, etc.	TOTAL =	\$250
3600	<u>CONFERENCE PARTICIPATION</u> Conference registration and attendance of similar minded beach preservation organizations, etc.	TOTAL =	\$550
6106	<u>BEACH AMBASSADOR EXPENSES</u> Expenses incurred by repairs to beach vehicle. Undercoating for beach vehicle. Both Expenses split cost with town.	TOTAL =	\$1,700
		TOTAL	\$22,300

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
DEPARTMENT SUMMARY
FY 2019 - 2020

<u>EXPENDITURES</u>	FY 17 - 18 <u>ACTUAL</u>	FY 18 - 19 <u>BUDGET</u>	REQUESTED FY 19 - 20 <u>BUDGET</u>	% <u>CHANGE</u>	APPROVED FY 19 - 20 <u>BUDGET</u>	APPROVED % <u>CHANGE</u>
Operating Expenses	27,641	24,228	26,701	9.26%	26,701	10.21%
TOTAL	27,641	24,228	26,701	10.21%	26,701	10.21%

SUMMARY OF INTERFUND TRANSFERS
APPROVED BUDGET
FY 2019 - 2020

REVENUES

Account #	Item	For	Amount
31-300-3000	Transfer from Water Fund	For Wastewater Debt Service	\$ 725,000
31-300-3900	Transfer from Sewer District Fee Fund	Sewer District Fee utilized for debt service/capital	7,241,512
38-300-4500	Transfer from General Fund	Golf Course Operations Subsidy	149,577
48-300-9700	Transfer from Accommodations Fund	Funds for Pier Replacement	100,000
72-300-9710	Transfer from Police Department	Capital Reserve for future Capital Expenditures	175,000
47-300-9765	Transfer from Beach Tax Fund	Funds for maintenance of Beach Sand	694,000
49-300-9710	Transfer from General Fund	Funds for Operation of New Pier	257,249
72-300-9700	Transfer from General Fund	Capital Reserve for future Capital Expenditures	30,590
72-300-9731	Transfer from Wastewater Fund	Capital Reserve for future Capital Expenditures	572,253
72-300-9733	Transfer from Recreation Department	Capital Reserve for future Capital Expenditures	30,000
72-300-9732	Transfer from Stormwater	Capital Reserve for future Capital Expenditures	60,000
72-300-9735	Transfer from Solid Waste	Capital Reserve for future Capital Expenditures	158,047
72-300-9738	Transfer from Golf Course	Capital Reserve for anticipated Golf Course Equipment	5,000
72-300-9740	Transfer from Development Services	Capital Reserve for future Capital Expenditures	10,000
72-300-9752	Transfer from Water Department	Capital Reserve for future Capital Expenditures	353,392
72-300-9781	Transfer from Fire Department	Capital Reserve for Future Fire Department Equipment or Vehicle	50,000
TOTAL			\$ 10,611,621

EXPENDITURES

Account #	Item	For	Amount
10-420-9038	Transfer to Golf Course	Golf Course Operations Subsidy	\$ 149,577
10-420-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	30,590
10-420-9649	Transfer to Pier Project	Funds for Pier Replacement	257,249
10-510-9672	Transfer to Capital Reserve	Future Year Police Vehicle purchases	175,000
10-530-9672	Transfer to Capital Reserve	Future purchase of Fire Department Equipment	50,000
10-540-9672	Transfer to Capital Reserve	Capital Reserve for future Capital -Development Services	10,000
10-620-9672	Transfer to Capital Reserve	Capital Reserve for future Capital - Administration	30,000
30-720-9131	Transfer to Wastewater Fund	Supplement to Wastewater Debt Service	725,000
30-720-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	353,392
31-820-9900	Transfer to Capital Reserve	Future purchase of wastewater Equipment	372,253
31-830-9672	Transfer to Capital Reserve	Future purchase of wastewater Equipment	200,000
32-562-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	60,000
35-580-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	158,047
38-501-9672	Transfer to Capital Reserve	Capital Reserve for anticipated Golf Course Equipment	5,000
39-835-9131	Transfer to Sewer Fund	Sewer District Fee for Wastewater Debt Service	7,241,512
45-745-9610	Transfer to Pier Project	Transfer funds Pier Rebuilding Project	100,000
46-746-9647	Transfer to Beach Nourishment	Transfer funds Beach Renourishment Project	694,000
TOTAL			\$ 10,611,621

TOWN OF OAK ISLAND
SUMMARY OF CAPITAL OUTLAY BUDGETED
FOR THE FISCAL YEAR END 2019 - 2020

Acct.	Account Descriptions	Fund	Capital Item	Budgeted	Total Fund
10-420-5420	Capital Outlay-Technology	Administration Dept	Update to computer software, replacement of outdated personal computers and printers	\$ 25,000	\$ 25,000
10-510-5420	Capital Outlay	Police Department	Lease of Ten (10) Police Vehicles. There will be (5) Dodge Durangos and (5) Dodge Chargers. The lease term is 3 years at 5.99%. These vehicles are fully equipped with radars, cameras, blue lights, cages, and computers.	\$ 154,707	\$ 154,707
10-540-5420	Capital Outlay	Developmental Services	Purchase of 2019 F-150 Pickup	\$ 26,000	\$ 26,000
10-570-5420	Capital Outlay	Public Works -Operations	Mosquito Sprayer to replace unit that has quit working due to age	\$ 12,000	\$ 12,000
10-620-5420	Capital Outlay	Recreation Department	New Chevrolet Truck on state contract - (\$10,000 appropriated in 2018- 2019 budget) Resurfacing outdoor basketball court Parks & Recreation Master Plan Repair the East Bulkhead at Veteran's Park	16,000 12,000 12,000 16,500	\$ 56,500
Total General Fund				\$ 274,207	
Enterprise Funds					
Water Fund					
30-720-7400	Capital Outlay	Water Administration	Purchase Ford Ranger for Meter Technician	\$ 24,527	\$ 24,527
30-814-7400	Capital Outlay	Water Maintenance	F-250 Pickup Truck for second crew	\$ 29,295	\$ 29,295
31-820-7400	Capital Outlay	Treatment	Clarifier Rehab / Pipe Replacement	\$ 50,000 \$ 26,000	\$ 76,000
31-830-7400	Capital Outlay	Collection	F150 and F250 Pickup Trucks Gowdwin By Pass Pumps	\$55,358 \$61,578	\$116,936
32-562-7400	Capital Outlay	Stormwater	F150 Pickup Truck	\$ 29,000	\$ 29,000
Total Enterprise Funds				\$275,758	
TOTAL GENERAL AND ENTERPRISE FUNDS				\$ 549,965	

Town of Oak Island
FY 2019-2020
Debt Summary

General Government				
Department	Coding	Principal	Interest	Total
Administration				
Town Hall Project	10-420	588,000	26,460	614,460
Total Administration		588,000	26,460	614,460
Police				
New Headquarters	10-510	320,000	14,400	334,400
Addl Financing New HQ	10-510	153,528	6,909	160,437
Total Police		473,528	21,309	494,837
Fire/Emergency Svcs				
Yaupon/SH Fire Stations	10-530	572,100	25,745	597,845
Total Fire/Emergency Services Fund		572,100	25,745	597,845
Total FY 19 General Governmental Debt Service		1,633,628	73,513	1,707,141
Enterprise Funds				
Department	Coding	Principal	Interest	Total
Wastewater - Collections				
Revenue Bonds 2009A	31-830	0	0	0
Revenue Bonds 2011	31-830	325,000	13,813	338,813
Revenue Bonds 2015	31-830	1,695,000	1,864,638	3,559,638
Revenue Bonds 2017	31-830	1,055,000	1,384,181	2,439,181
State Revolving Loan - 1	31-830	377,665	86,983	464,648
State Revolving Loan - 2	31-830	320,202	99,030	419,233
Total WW - Collections		3,772,867	3,448,645	7,221,512
Total Wastewater Fund		3,772,867	3,448,645	7,221,512
Total FY 19 Enterprise Funds Debt Service		3,772,867	3,448,645	7,221,512
Total FY 19 Total Debt Service		5,406,495	3,522,158	8,928,654

TOWN OF OAK ISLAND DEBT SERVICE SCHEDULE
GOVERNMENTAL FUNDS ONLY

Fiscal Year	Town Hall Project BB&T	New Police Headquarters BB&T	New Police Headquarters Additional Financing BB&T	Fire Station Projects (Yaupon & SH Village) BB&T	Total Annual Payments
Financed By					(Governmental Funds Only)
Original Issue Amt Date	\$ 4,900,000 5/13/2009	\$ 4,000,000 7/13/2006	\$ 1,663,215 6/15/2008	\$ 5,721,000 10/26/2007	
Interest Rate	4.59% Original Rate 2.25% Refinanced Rate	4.12%-Original Rate 2.25% Refinanced Rate	4.44% Original Rate Refinanced Rate	4.31% Original Rate 2.25% Refinanced Rate	
Pymt Date Fund-Dept	A 7/15 10-420	A 7/13 10-510	A 8/14 10-510	A 7/01 10-530	
	Principal Payment Interest Payment	Principal Payment Interest Payment	Principal Payment Interest Payment	Principal Payment Interest Payment	
2019-2020	588,000 26,460	320,000 14,400	153,528 6,909	572,100 25,745	1,707,141
2020-2021	588,000 13,230	320,000 7,200	153,528 3,454	572,100 12,872	1,670,384
2021-2022					
2022-2023					
2023-2024					
2024-2025					
2025-2026					
2026-2027					
2027-2028					
2028-2029					
2029-2030					
2030-2031					
2031-2032					
2032-2033					
2033-2034					
2034-2035					
2035-2036					
Total Debt \$	1,176,000 39,690	640,000 21,600	307,056 10,363	1,144,200 38,617	3,377,525

Governmental Funds
Total Principal 3,267,256
Total Interest 110,270
Grand Total 3,377,525

**TOWN OF OAK ISLAND DEBT SERVICE SCHEDULE
ENTERPRISE FUND ONLY**

Fiscal Year	Wastewater Project Revenue Bonds 2009		Wastewater Project Revenue Bonds 2015A		State Revolving Loan 1st Allocation \$9,000,000		State Revolving Loan 2nd Allocation \$8,500,000		Wastewater Project Rev Bonds 2011		Enterprise Refunding Bonds Series 2017		Total Annual Payments
	Financed By	DTC thru U.S. Bank	DTC thru U.S. Bank	NCDENR	NCDENR	NCDENR	NCDENR	DTC thru U.S. Bank	DTC thru U.S. Bank	DTC thru U.S. Bank	Principal Payment	Interest Payment	
2019-2020	Original Issue Amt	\$ 49,420,000	\$ 41,110,000	\$7,524,846	\$6,579,167	\$6,579,167	\$6,579,167	\$10,670,000	\$32,695,000	\$32,695,000	1,055,000	1,384,181	7,221,512
2020-2021	Date	3/26/2009	7/1/2015	4/1/2012	4/1/2012	4/1/2012	4/1/2012	1/20/2011	2/23/2017	2/23/2017	1,450,000	1,331,431	7,225,200
2021-2022	Interest Rate	4.0-6.0%	2.0-5.0%	2.10%	2.10%	2.48%	2.48%	2.25-5.75%	2.25-5.75%	2.25-5.75%	1,525,000	1,258,931	7,223,700
2022-2023	Pymt Date	SA 6/1 & 12/1	SA 6/1 & 12/1	SA 5/1 & 11/1	SA 5/1 & 11/1	SA 5/1 & 11/1	SA 5/1 & 11/1	SA 6/1 & 12/1	SA 6/1 & 12/1	SA 6/1 & 12/1	1,600,000	1,182,881	7,224,200
2023-2024	Fund-Dept	31-830	31-830	31-830	31-830	31-830	31-830	31-830	31-830	31-830	1,680,000	1,102,881	7,226,200
2024-2025		Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	1,760,000	1,018,681	7,219,200
2025-2026		Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	1,850,000	930,681	7,223,200
2026-2027											1,940,000	838,181	7,217,200
2027-2028											2,035,000	741,181	7,216,200
2028-2029											2,135,000	639,431	7,202,237
2029-2030											2,205,000	575,381	6,757,002
2030-2031											2,270,000	509,231	6,338,706
2031-2032											2,345,000	438,294	6,343,019
2032-2033											2,460,000	321,044	6,343,044
2033-2034											2,580,000	198,044	6,333,044
2034-2035											2,670,000	110,969	6,336,719
2035-2036											115,000	4,169	1,322,669
Total Debt \$		-	40,410,000	17,718,218	4,142,086	492,201	3,993,147	618,411	325,000	13,813	31,675,000	12,585,194	111,973,049

Enterprise Fund

Total Principal	80,545,213
Total Interest	31,427,836
Grand Total	111,973,049

Total Funds

Total Principal	83,812,468
Total Interest	31,538,106
Grand Total	115,350,575

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
Administration	Accommodation Tax	(a) 3% (b) 2%		(a) for tourist-related expenditures (b) for beach nourishment
Administration	Copy Fee - 11x17 copy	\$ 0.25	per copy	
Administration	Fax Charge	\$ 0.50	page	
Administration	"Keep off the Dunes" sign	\$ 15.00	each	
Administration	Filming Industry Extended Permit Fee	\$ 150.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - A&B Explosives Permit	\$ 300.00	per event	
Administration	Filming Industry Fee - Ambulances	\$ 300.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Ball Fields/Soccer Fields	\$ 250.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Beach/Waterways Accesses/Street Ends	\$ 300.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - C Explosives Permit	\$ 40.00	per event	
Administration	Filming Industry Fee - Emergency Medical Technicians	\$ 30.00	Hourly	To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Enclosed Tent	\$ 40.00	per event	
Administration	Filming Industry Fee - Fire Inspections	\$ 40.00		
Administration	Filming Industry Fee - Fire Trucks	\$ 350.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Firefighters/Fire Inspectors	\$ 30.00	Hourly	To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Fireworks	\$ 200.00	per event	
Administration	Filming Industry Fee - Other Town Vehicles	\$ 50.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Public Safety Officers	\$ 30.00	Hourly	To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Public Safety Vehicles	\$ 50.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Skate Park	\$ 350.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Street Closure	\$ 50.00		
Administration	Filming Industry Fee - Street/Utilities Personnel	\$ 30.00	Hourly	To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Tennis Courts/Pickle Ball Courts	\$ 250.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Buildings	\$ 350.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Parks	\$ 250.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Services less than (2) days notice	\$ 3,000.00		
Administration	Filming Industry Fee - Town Walkways/Docks	\$ 250.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Fee - Transport A&B Explosives Permit	\$ 250.00	Hourly	
Administration	Filming Industry Fee - Use of Hydrant for Water	\$ 150.00	Daily	Partial Days are considered Full Days
Administration	Filming Industry Permit Fee	\$ 1,000.00	7 Days	
Administration	Parking Decal Fee	\$ 5.00	2-year period	Decals issued beginning 7/10/2017 will be valid through 9/30/2019
Administration	Property Tax Rate	.245/\$100 valuation		
Administration	Property Tax Rate	.02/\$100 Valuation		
Administration	Returned Check Fee	\$ 26.00	each	Designated to Beach Nourishment

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
Animal Control	Dog Tags	\$		No charge, but owner must register and show current proof of rabies vaccination
Animal Control	Civil Penalty Charge	\$	25.00 each offense	Sec. 4-9 Defecation on public or private property and not carrying removal implements
Animal Control	Civil Penalty Charge	\$	100.00 each offense	Sec. 4-46. Unrestrained dogs on the beach
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4.5. – Harassment of alligators
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4-6. – Animals creating nuisance
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4-7. – Abandonment of animals
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4-8. – Entrapment of animals
Animal Control	Civil Penalty Charge	\$	100.00 each offense	Sec. 4-45. – Female dogs
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4-47(c). – Interfering with Animal Control Officer/Impoundment
Animal Control	Civil Penalty Charge	\$	500.00 each offense	Sec. 4-50. – Confinement/restraint/TRANSFER OF OWNERSHIP of dangerous dogs
Animal Control	Civil Penalty Charge	\$	500.00 each offense	Sec. 4-12 - Collection of animals for resale
Animal Control	Civil Penalty Charge	\$	75.00 per trap	Sec. 4-8 - Trap reimbursement
Animal Control	Civil Penalty Charge	\$	100.00 each offense	Sec. 4-2. – Bird Sanctuary
Animal Control	Civil Penalty Charge	\$	500.00 each offense	Sec. 4-3. – Sea turtle sanctuary
Animal Control	Civil Penalty Charge	\$	500.00 each offense	Sec. 4-11. – Cruelty
Animal Control	Civil Penalty Charge	\$	250.00 each offense	Sec. 4-6.2 Habitual Public Nuisance
Animal Control	Civil Penalty Charge	\$	30.00 each offense	Sec. 4-42 Vaccinations
Animal Control	Civil Penalty Charge	\$	30.00 each offense	Sec. 4-43 Registration
Animal Control	Civil Penalty Charge	\$	30.00 each offense	Sec. 4-44 Running At Large
Animal Control	Civil Penalty Charge	\$	30.00 each offense	Sec. 4-46 Unrestrained
Animal Control	Civil Penalty Charge	\$	75.00 each offense	Sec. 4-46 Unrestrained on beach
Animal Control	Civil Penalty Charge	\$	25.00 each offense	Sec. 4-9 Defecation on public/private property
Animal Control	Dangerous Dog on Beach	\$	500.00 each offense	If a dangerous dog is found on the beach, leashed or unleashed, the dog's owner shall be guilty of a misdemeanor and will be fine for each offense.
Code Enforcement	Code Enforcement Civil Penalty Charge - House Numbers (1)	\$	25.00 1st Offense	Failure to Post House Numbers
Code Enforcement	Code Enforcement Civil Penalty Charge - House Numbers (2+)	\$	50.00 2nd Offense	Failure to Post House Numbers
Code Enforcement	Code Enforcement Civil Penalty Charge - Yard Sale (1)	\$	50.00 1st Offense	Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)
Code Enforcement	Code Enforcement Civil Penalty Charge - Yard Sale (2+)	\$	100.00 2nd Offense	Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)
Code Enforcement	Code Enforcement Civil Penalty Charge - State of Emerg (1)	\$	50.00 1st Offense	Violation of any Provision during a State of Emergency
Code Enforcement	Code Enforcement Civil Penalty Charge - State of Emerg (2+)	\$	100.00 2nd Offense	Violation of any Provision during a State of Emergency
Code Enforcement	Code Enforcement Civil Penalty Charge - Solid Waste (1)	\$	50.00 1st Offense	Sec. 24-171
Code Enforcement	Code Enforcement Civil Penalty Charge - Solid Waste (2+)	\$	100.00 2nd Offense	Sec. 24-171 (becomes criminal after 2nd offense)
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Weeds/Grass	\$	50.00 each offense/daily	Growth of weeds and grass (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Animal/Vegetable	\$	50.00 each offense/daily	Accumulations of animal or vegetable matter (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Rubbish	\$	50.00 each offense/daily	Accumulation of rubbish, etc (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Health Dept. Violations	\$	50.00 each offense/daily	Conditions violating health department rules (Municipal Code, Sec. 14-35) Max penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Burned Structures	\$	50.00 each offense/daily	Burned or partially burned buildings and structures (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Damaged Structures	\$	50.00 each offense/daily	Storm- or erosion-damaged structures and resulting debris (Municipal Code Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Defective Septic	\$	50.00 each offense/daily	Defective septic systems (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Ponds	\$	50.00 each offense/daily	Detention or retention ponds (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Misc.	\$	50.00 each offense/daily	Miscellaneous (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Beach Vitec	\$	50.00 each offense/daily	Beach Vitec (Municipal Code, Sec. 14-35) Max Penalty \$500.
Code Enforcement	Code Enforcement Civil Penalty Charge Nuisance - Civil Penalty	\$	250.00 each offense/daily	A civil penalty of up to \$250.00 per day is imposed for each day beyond the time allowed for abatement of the

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<u>Department</u>	<u>Charge Type</u>	<u>Current Amount</u>	<u>Unit</u>	<u>Additional Information</u>
Development Services	Board of Adjustment - Interpretation	\$ 150.00		
Development Services	Board of Adjustment - Petition for Variance / Appeal	\$ 350.00		
Development Services	CDO Text Amendment	\$ 300.00		
Development Services	Change of Use Permit	\$ 100.00		
Development Services	Commercial Buildings	\$ 100.00		Plus Trade Permits (building costs \$0-2,500)
Development Services	Commercial Buildings	\$ 425.00	Package	costs \$2,500-25,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 725.00	Package	costs \$25,001-50,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 1,400.00	Package	costs \$50,001-100,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 2,750.00	Package	costs \$100,001-200,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 4,600.00	Package	costs \$200,001-350,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 5,950.00	Package	costs \$350,001-500,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 7,900.00	Package	costs \$500,001-750,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 10,000.00	Package	costs \$750,001-1,000,000 (includes permit & trade permits)
Development Services	Commercial Buildings	\$ 11,400.00		plus .3% of each added million or portion thereof
Development Services	Conditional Use - Complex	\$ 500.00		Plus \$12/unit or lot
Development Services	Conditional Use - Conventional	\$ 500.00		
Development Services	Consolidated Development Code Manual	\$ 0.25	Per Page	
Development Services	Demolition			All applications for demolitions shall be accompanied by an asbestos report. A Job Completion Bond may be
Development Services	Demolition - Job Completion Bond	\$ 600.00		May be waived with affidavit of pending construction app.
Development Services	Demolition - Residential or Commercial	\$ 200.00		Plus any required bond
Development Services	Fire Inspection	\$ 100.00		
Development Services	Flood Permit	\$ 50.00		
Development Services	Inspection Permit - Additions (0-400 sq. ft.)	\$ 300.00		Plus Trade Permit Costs & \$0.40/sq. ft. Over 400 sq. ft.
Development Services	Inspection Permit - Decks/Porches/Gazebos	\$ 100.00		Plus Trade Permits
Development Services	Inspection Permit - Double Wide Mobile Home	\$ 450.00		
Development Services	Inspection Permit - Driveway	\$ 80.00		
Development Services	Inspection Permit - Fence	\$ 50.00		
Development Services	Inspection Permit - Garage/Carport (detached)	\$ 200.00		
Development Services	Inspection Permit - Homeowner Recovery Fund	\$ 10.00		Plus Trade Permit Costs & \$0.40/sq. ft. Over 400 sq. ft.
Development Services	Inspection Permit - Irrigation Tap Permit	\$ 100.00		For any project exceeding a value of \$30,000.
Development Services	Inspection Permit - Multi-Family Dwellings (1st Unit)	\$ 1,000.00		Plus \$450.00 each additional unit
Development Services	Inspection Permit - New Single Residence	\$ 1,000.00	Package	0-1200 sq. ft. Heated space (includes trade permits) Plus \$0.36/sqft. Over 1200 sqft.)
Development Services	Inspection Permit - New Single Residence (Garage)	\$ 100.00		
Development Services	Inspection Permit - New Single Family Residential Development Permit	\$ 100.00		May be waived based on tree preservation (Sec. 32-76)
Development Services	Inspection Permit - Poured Footer Mobile Home	\$ 100.00		
Development Services	Inspection Permit - Quad Mobile Home	\$ 500.00		
Development Services	Inspection Permit - Relocated Structures	\$ 550.00		Plus Trade Permits
Development Services	Inspection Permit - Remodeling (0-400 sqft)	\$ 100.00		Plus Trade Permits Cost & \$0.40/sqft. over 400 sqft.
Development Services	Inspection Permit - Sidewalks/Patios	\$ 80.00		Over 100 sq ft.
Development Services	Inspection Permit - Single Wide Mobile Home	\$ 350.00		
Development Services	Inspection Permit - Storage Building (w/ dimension>12')	\$ 100.00		Plus Trade Permits (not to exceed 400 sqft.)
Development Services	Inspection Permit - Trade Permit	\$ 100.00		
Development Services	Inspection Permit - Trade Permit(Multi Family & Commercial	\$ 125.00		
Development Services	Inspection Permit - Travel Trailer or Motor Home	\$ 150.00		
Development Services	Inspection Permit - Triple Wide Mobile Home	\$ 500.00		
Development Services	Inspection Permit - Vehicle Repair/Restoration	\$ 30.00		
Development Services	Inspection Permit - Accessory Structures (Zoning)	\$ 80.00		Plus Trade Permits
Development Services	Permit Refund Fee	\$ 25.00		25% of issued permit fee, with a minimum of \$25.00

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Department	Charge Type	Current Amount	Unit	Additional Information
Development Services	Land Use-Commercial Area under (1) acre	\$ 300.00		Plus \$30 for each additional acre
Development Services	Land Use-Established Residential Lots	\$ 100.00		
Development Services	Major Subdivision Review Fee-Construction Plat	\$ 300.00		Plus \$12/lot
Development Services	Major Subdivision Review Fee-Final Plat	\$ 180.00		Plus \$6/lot
Development Services	Major Subdivision Review Fee-Preliminary Subdivision	\$ 240.00		Plus \$12/lot
Development Services	Map Amendment	\$ 500.00		
Development Services	Minor Subdivision Review Fee	\$ 225.00		Plus \$12/lot
Development Services	Permit Renewal	\$ 150.00		
Development Services	Planning/Development Fee - Zoning Letter	\$ 50.00		
Development Services	Re-inspection Fee	\$ 75.00		
Development Services	Sign Permit	\$ 80.00		Plus Trade Permit
Development Services	Sign Specification Evaluation	\$ 75.00		
Development Services	Swimming Pool	\$ 100.00		Plus Trade Permit
Development Services	Temporary Power Permit	\$ 75.00		
Development Services	Tent Permit	\$ 55.00		
Development Services	Tent Permit with electrical	\$ 85.00		
Development Services	Town Map	\$ 25.00		
Development Services	Town Map Print-out (42X35)	\$ 40.00		
Development Services	Town Map Print-out (24X78)	\$ 60.00		
Development Services	Town Map Print-out (24X42)	\$ 35.00		
Development Services	Town Map Print-out (30X30)	\$ 45.00		
Development Services	Well Location & Electrical Permit	\$ 75.00		Previous name was "well Permit"
Development Services	Zoning Map	\$ 50.00		
Development	Board of Adjustment - Special Exception	\$ 350.00		
Development	Street Abandonment Request	\$ 300.00		
Development	Sign Retrieval Fee	\$ 25.00		

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Department	Charge Type	Current Amount		Unit		Additional Information
Fire Department	Code Enforcement Civil Penalty Charge-False Fire Alarm	\$	100.00	4th Offense		No charge for first 3 offenses in 12-month period. Not to Exceed \$500.00 per day
Fire Department	Code Enforcement Civil Penalty Charge-False Fire Alarm	\$	200.00	5th Offense		No charge for first 3 offenses in 12-month period. Not to Exceed \$500.00 per day
Fire Department	Code Enforcement Civil Penalty Charge-False Fire Alarm	\$	300.00	6th Offense & all additional		No charge for first 3 offenses in 12-month period. Not to Exceed \$500.00 per day
Fire Department	Fire Inspection	\$	100.00	Initial inspection and up to 2 reinspections		Covers no more than 3 visits.
Fire Department	Fire Inspection Fee - 4th visit through compliance	\$	80.00	Each		Each visit from 4th until NC Fire Code Compliant
Fire Department	Motor Vehicle Incidents - Level 1	\$	435.00			Provide hazardous materials assessment and scene stabilization. This will be the most common "billing level". This occurs almost every time the fire department responds to an accident/incident.
Fire Department	Motor Vehicle Incidents - Level 2	\$	495.00			Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other VEHICLE/motive fluids that are spilled as a result of the accident/incident.
Fire Department	Motor Vehicle Incidents - Level 3 - Car Fire	\$	605.00			Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other VEHICLE/motive fluids that are spilled as a result of the accident/incident.
Fire Department	Motor Vehicle Incidents - Level 4	\$	1,800.00			Includes Level 1 & 2 services as well as extrication (heavy rescue tools, ropes, airbags, cribbing etc.). We will bill at this level if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.
Fire Department	Motor Vehicle Incidents - Level 5	\$	2,200.00			Includes Levels 1, 2, & 4 services as well as Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter is utilized to transport the patient(s).
Fire Department	Motor Vehicle Incidents - Level 6 - See Itemized Response	Itemized billing rates apply				The Town retains the option to bill each incident as an independent event with custom mitigation rates; for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.
Fire Department	HAZMAT - Level 1 - Basic Response	\$	700.00			Claim will include engine response, first responder assignment, perimeter establishment, set-up and command.
Fire Department	HAZMAT - Level 2 - Intermediate Response	\$	2,500.00			Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.
Fire Department	HAZMAT - Level 3 - Advanced Response	\$	5,900.00			Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - each additional hour @ \$300.00 per HAZMAT team.

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Department	Charge Type	Current Amount	Unit	Additional Information
Fire Department	Pipeline Incidents/Power Line Incidents - (includes, but not limited to: Gas, Sewer, Overhead Power lines, Underground Power lines, Septic to Sewer, and Water Pipelines) - Level 1 - Basic Response	\$ 400.00		Billing will include engine response, first responder team, perimeter establishment, evacuations, first responder setup and command. (2-hour Maximum)
Fire Department	Pipeline Incidents/Power Line Incidents - (includes, but not limited to: Gas, Sewer, Overhead Power lines, Underground Power lines, Septic to Sewer, and Water Pipelines) - Level 2 - Intermediate Response	\$ 1,000.00		Includes Level 1 services as well as appropriate equipment. May include HAZMAT team, Level A and B suits donning, breathing air and detection equipment. Supervision and/or assist repair crews.
Fire Department	Pipeline Incidents/Power Line Incidents - (includes, but not limited to: Gas, Sewer, Overhead Power lines, Underground Power lines, Septic to Sewer, and Water Pipelines) -Level 3 - Advanced Response - See Itemized claim charges	Itemized billing rates apply		Level I and II service as well as supervision and/or assist repair of intermediate to major pipeline damage. May include set-up and removal of decon center, detection, recovery and identification of material. Disposal and environment clean up.
Fire Department	Fire Investigation - The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.	\$ 275.00 hourly		Includes: • Scene Safety • Investigation • Source Identification • K-9/Arson Dog Unit • Identification Equipment • Mobile Detection Unit • Fire Report
Fire Department	Fires - Assignments per hour, per engine	\$ 400.00 hourly		This will be the most common "billing level". This occurs almost every time the fire department responds to an incident. • Scene Safety • Investigation • Fire / Hazard Control
Fire Department	Fires - Assignments per hour, per truck (Ladders, Towers)	\$ 500.00 hourly		This will be the most common "billing level". This occurs almost every time the fire department responds to an incident. • Scene Safety • Investigation • Fire / Hazard Control
Fire Department	Illegal Fires - Assignments per hour, per engine	\$ 400.00 hourly		When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by LGERS or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.
		\$ 400.00		Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first

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Department	Charge Type	Current Amount		Unit	Additional Information
		Amount	Unit		
Fire Department	Water Incidents - Level 1 - Basic Response	\$ 50.00	hourly per Rescue Person		responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident. Billed at \$400 plus \$50 per hour, per rescue person.
Fire Department	Water Incidents - Level 2 - Intermediate Response	\$ 800.00			Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident. Billed at \$800 plus \$50 per hour, per rescue person.
		\$ 50.00	hourly per Rescue Person		
Fire Department	Water Incidents - Level 3 - Advanced Response	\$ 2,000.00			Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Billed at \$2,000 plus \$50 per hour per rescue person, plus \$100 per hour per HAZMAT team member.
		\$ 50.00	hourly per Rescue Person		
		\$ 100.00	hourly per HazMat Person		
Fire Department	Water Incidents - Level 4 - See Itemized response	Itemized billing rates apply			The Town retains the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.
Fire Department	Back Country or Special Rescue - See Itemized response	Itemized billing rates apply			Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used. Minimum billed \$400 for the first response vehicle plus \$50 per rescue person. Additional rates of \$400 per hour per response vehicle and \$50 per hour per rescue person.
Fire Department	Chief Response	\$ 250.00	hourly		This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Engine	\$ 400.00	hourly		These itemization amounts apply to all incident types.
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Truck (Ladders and Towers)	\$ 500.00	hourly		
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Rescue	\$ 400.00	hourly		
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Miscellaneous Equipment	\$ 300.00	Each		

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Department	Charge Type	Current Amount	Unit	Additional Information
Parks / Rec	Nature Center - Non Resident	\$	60.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Nature Center - Resident	\$	35.00 1 hour	Requires Facility Rental Deposit
Parks / Rec	Nature Center - Resident	\$	50.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Ocean Education Center - Non-resident	\$	45.00 1 hour	Requires Facility Rental Deposit
Parks / Rec	Ocean Education Center - Non-resident	\$	60.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Ocean Education Center - Resident	\$	35.00 1 hour	Requires Facility Rental Deposit
Parks / Rec	Ocean Education Center - Resident	\$	50.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Non Res.	\$	35.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Non Res.	\$	55.00 4 hours	Requires Facility Rental Deposit
Parks / Rec	Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Resident	\$	25.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Resident	\$	45.00 4 hours	Requires Facility Rental Deposit
Parks / Rec	Room Rental - Kitchen for Meeting	\$	30.00 4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks / Rec	Room Rental - Large Room	\$	55.00 4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks / Rec	Room Rental - Medium Room	\$	45.00 4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks / Rec	Room Rental - Small Room	\$	35.00 4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks / Rec	Room Rental - Use of Kitchen in conjunction with Room	\$	25.00	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks / Rec	Room Rental Deposit	Varies - See notes		
Parks / Rec	Skate Park - Non Resident	\$	50.00 2 hour	Requires Facility Rental Deposit
Parks / Rec	Skate Park - Non Resident	\$	85.00 2 hours	Requires Facility Rental Deposit
Parks / Rec	Skate Park - Resident	\$	40.00 1 hour	Requires Facility Rental Deposit
Parks / Rec	Skate Park - Resident	\$	65.00 1 hours	Requires Facility Rental Deposit
Parks / Rec	Skate Park User Fees - Non Resident	\$	5.00 Daily	
Parks / Rec	Skate Park User Fees - Non Resident	\$	30.00 Monthly	
Parks / Rec	Skate Park User Fees - Resident	\$	2.00 Daily	
Parks / Rec	Skate Park User Fees - Resident	\$	20.00 Monthly	
Parks / Rec	South Harbour 3-Month Membership Dues - Non Resident	\$	170.00 Individual	
Parks / Rec	South Harbour 3-Month Membership Dues - Resident	\$	150.00 Individual	
Parks / Rec	South Harbour Annual Membership Dues	\$	299.00 Junior	
Parks / Rec	South Harbour Annual Membership Dues	\$	319.00 Senior	
Parks / Rec	South Harbour Annual Membership Dues	\$	339.00 Individual	
Parks / Rec	South Harbour Annual Membership Dues	\$	499.00 Couple	
Parks / Rec	South Harbour Annual Membership Dues	\$	539.00 Family	
Parks / Rec	South Harbour Golf Course - Non Resident	\$	16.00 9 Holes/walk	
Parks / Rec	South Harbour Golf Course - Non Resident	\$	24.00 9 Holes/cart	
Parks / Rec	South Harbour Golf Course - Non Resident	\$	20.00 18 Holes/walk	
Parks / Rec	South Harbour Golf Course - Non Resident	\$	28.00 18 Holes/cart	
Parks / Rec	South Harbour Golf Course - Resident	\$	11.00 9 Holes/walk	
Parks / Rec	South Harbour Golf Course - Resident	\$	18.00 9 Holes/cart	
Parks / Rec	South Harbour Golf Course - Resident	\$	14.00 18 Holes/walk	
Parks / Rec	South Harbour Golf Course - Resident	\$	22.00 18 Holes/cart	
Parks / Rec	South Harbour Golf Course - Kids Play Free Saturdays			Kids 12 and Under (November Through February with paying adult)
Parks / Rec	South Harbour Golf Course - Ladies Day			January Through March - Half price for ladies on Wednesdays
Parks / Rec	South Harbour Golf Course - Early Bird Rates			March; Weekdays 8 a.m. - 10 a.m. - \$3 off each round
Parks / Rec	South Harbour Golf Course - After 2 p.m. rates			January-February, After 2 p.m. - \$5.00 off each round
Parks / Rec	Splash Pad - entry fee	\$2.00	person	\$2/person
Parks / Rec	Splash Pad - rental fee	\$100	hour	\$100/hour rental fee, available from 6 p.m. to 8 p.m.
Parks / Rec	Splash Pad - rental deposit	\$100	one-time	\$100 rental deposit, refundable following inspection of the facility after use

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Parks / Rec	Teen Center - Non Resident	\$ 45.00	1 hour	
Parks / Rec	Teen Center - Non Resident	\$ 60.00	2 hours	
Parks / Rec	Teen Center - Resident	\$ 35.00	1 hour	Requires Facility Rental Deposit
Parks / Rec	Teen Center - Resident	\$ 50.00	2 hours	
Parks / Rec	Teen Center Programs User Fees-After School - Non Resident	\$ 70.00	Weekly	
Parks / Rec	Teen Center Programs User Fees-After School - Resident	\$ 60.00	Weekly	
Parks / Rec	Tournament Play	\$ 100.00	per day	Non-refundable deposit to reserve fields for Tournament Play
Parks / Rec	Tournament Play	\$ 200.00	up to 8 hrs.	Lights and concessions not included
Parks / Rec	Weight Room	\$ 3.00	daily/resident	
Parks / Rec	Weight Room	\$ 7.00	daily/non-resident	
Parks / Rec	Weight Room	\$ 15.00	weekly/resident	
Parks / Rec	Weight Room	\$ 30.00	weekly/non-resident	
Parks / Rec	Weight Room	\$ 20.00	monthly/resident	
Parks / Rec	Weight Room	\$ 40.00	monthly/non-resident	
Parks / Rec	Weight Room	\$ 200.00	annually/resident	
Parks / Rec	Weight Room	\$ 400.00	annually/non-resident	

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Department	Charge Type	Current Amount	Unit	Additional Information
Police	DMV 349 Accident Report	\$	5.00 per report	
Police	Civil Citation - Sec. 10-191 - Filming/Videotaping Violation Penalty	\$	50.00 1st Offense	Municipal Ordinance: Ch. 10 - Article III - Filming/Videotaping Sec. 10-191
Police	Civil Citation - Sec. 10-191 - Filming/Videotaping Violation Penalty	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 20-1 - Consumption/Possession Alcoholic Beverages	\$	50.00 1st Offense	Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article I. In General, Sec. 20-1
Police	Civil Citation - Sec. 20-1 - Consumption/Possession Alcoholic Beverages	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 20-2 - Public Nudity	\$	50.00 1st Offense	Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article I. In General, Sec. 20-2
Police	Civil Citation - Sec. 20-2 - Public Nudity	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 20-31 - Use of Firearms/other weapons	\$	50.00 1st Offense	Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article II. Offenses Against Public Safety, Sec. 20-31
Police	Civil Citation - Sec. 20-31 - Use of Firearms/other weapons	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 20-32 - Carrying Concealed weapons on Municipal Property	\$	50.00 1st Offense	Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article II. Offenses Against Public Safety, Sec. 20-32
Police	Civil Citation - Sec. 20-32 - Carrying Concealed weapons on Municipal Property	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 14-65 - Noise	\$	50.00 1st Offense	Municipal Ordinance: Part II, Ch. 14 - Article-II Nuisances, Sec. 14-65
Police	Civil Citation - Sec. 14-65 - Noise	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 14-127 - Sand Dunes, Sea Turtle Habitat, Sand Mgt Projects	\$	100.00 1st Offense	Municipal Ordinance, Ch. 14 - Protection of Sand Dunes, Sea Turtles and Other wildlife habitat; Sand Management Projects; Article III, Sec 14-127
Police	Civil Citation - Sec. 14-127 - Sand Dunes, Sea Turtle Habitat, Sand Mgt Projects	\$	200.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 14-142 - Digging Holes on Beach	\$	50.00 1st Offense	Municipal Ordinance, Ch. 14 - Beach Hazards, Article IV, Sec. 14-142
Police	Civil Citation - Sec. 14-142 - Digging Holes on Beach	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 14-143 - Unattended Personal Items	\$	50.00 1st Offense	Municipal Ordinance, Ch. 14 - Beach Hazards, Article IV, Sec. 14-143
Police	Civil Citation - Sec. 14-143 - Unattended Personal Items	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-1 - Hours; Alcoholic Beverages	\$	50.00 1st Offense	Municipal Ordinance: Ch. 22 - Parks & Rec. Article I. In General, Sec. 22-1
Police	Civil Citation P&R Violation - Sec. 22-1 - Hours; Alcoholic Beverages	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-3 - Oak Island Cabana	\$	50.00 1st Offense	Municipal Ordinance, Ch. 22 Parks & Rec. Article I., Sec. 22-3
Police	Civil Citation P&R Violation - Sec. 22-3 - Oak Island Cabana	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-4 - All Walkways	\$	50.00 1st Offense	Municipal Ordinance, Ch. 22 - Parks & Rec. Article I, Sec. 22-4
Police	Civil Citation P&R Violation - Sec. 22-4 - All Walkways	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-5 - Surfing Restrictions	\$	50.00 1st Offense	Municipal Ordinance, Ch. 22 - Parks & Rec. Article I, Sec. 22-5
Police	Civil Citation P&R Violation - Sec. 22-5 - Surfing Restrictions	\$	100.00 2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation- Sec. 22-6- Regulation of Parking, SW 6th street	\$	50.00 1st Offense	Municipal Ordinance, Ch. 22- Parks & Rec. Article I, Sec. 22-6

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
Police	Civil Citation P&R Violation- Sec. 22-6- Regulation of Parking, SW 6th street	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-9 - Camping in P&R Facilities	\$ 50.00	1st Offense	Municipal Ordinance, Ch. 22 - Parks & Rec. Article I, Sec. 22-9
Police	Civil Citation P&R Violation - Sec. 22-9 - Camping in P&R Facilities	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-10 - Bill Smith Park Rules/Regs	\$ 50.00	1st Offense	Municipal Ordinance, Ch. 22 - Parks & Rec. Article I, Sec. 22-10
Police	Civil Citation P&R Violation - Sec. 22-10 - Bill Smith Park Rules/Regs	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation P&R Violation - Sec. 22-81 through 87 Personal Watercraft Safety	\$ 50.00	1st Offense	Municipal Ordinance, Ch. 22, Article III, Sec. 22-81 through 22-87
Police	Civil Citation P&R Violation - Sec. 22-81 through 87 Personal Watercraft Safety	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 28-1 through 28-10(c)- Traffic Violations	\$ 50.00	1st Offense	Municipal Ordinances, Part II, Chapter 28 - Traffic, Sec. 28.1-28.1 c
Police	Civil Citation - Sec. 28-1 through 28-10(c)- Traffic Violations	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 28-10(d-e)- Traffic Violations	\$ 100.00	1st Offense	Municipal Ordinances, Part II, Chapter 28 - Traffic, Sec. 28.10 d-e
Police	Civil Citation - Sec. 28-10(d-e)- Traffic Violations	\$ 150.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 28-10.1, 10.3, 10.4 & 10.5 - Parking Violations	\$ 50.00	1st Offense	Municipal Ordinances, Part II, Chapter 28 - Traffic, Sec. 28.10.1, .3, .4, .5
Police	Civil Citation - Sec. 28-10.1, 10.3, 10.4 & 10.5 - Parking Violations	\$ 100.00	2nd Offense	Escalates to Criminal Offense after 2nd Offense or at Officer discretion
Police	Civil Citation - Sec. 28-10.2 - Restricted Area Parking Violations	\$ 50.00	All Offenses	Municipal Ordinances, Part II, Chapter 28 - Traffic, Sec. 28.10.2
Police	False alarm response	\$50	4th alarm response and every additional alarm response within a calendar month	First three false alarm responses in a calendar month are without penalty
Police	Wrecker Service - Limitation on Rates for 911 Tow Calls	\$ 150.00	each day	
Police	Wrecker Service - Limitation on Storage Rate for Towed Vehicles	\$ 25.00	Monthly	
Public Works	Non payment Penalty Fee	\$ 25.00	Monthly	Failure to pay for Trash and Recycle Services
Public Works	Solid Waste Fee - Additional Recycle Container	\$ 3.82	Monthly	
Public Works	Solid Waste Fee - Additional Refuse Container	\$ 7.01	Monthly	
Public Works	Solid Waste Fee - Blue Bags for Additional Garbage	\$ 5.00	pack of 5	
Public Works	Solid Waste Fee - Residential Non-Beachside	\$ 8.71	Monthly	Recycling, Yard debris removal, Brown & White goods pick up
Public Works	Solid Waste Fee - Residential Beachside Non-Rental	\$ 14.12	Monthly	Recycling, Yard debris removal, Brown & White goods pick up and second pick-up during summer
Public Works	Solid Waste Fee - Rental House (2 / 3 BDRM)	\$ 14.34	Monthly	1 Cart and 1 Recycle Cart
Public Works	Solid Waste Fee - Rental House (4 BDRM)	\$ 20.24	Monthly	2 Carts and 1 Recycle Cart
Public Works	Solid Waste Fee - Rental House (5 BDRM)	\$ 33.84	Monthly	3 Carts and 2 Recycle Carts
Public Works	Solid Waste Fee - Rental House (6 BDRM)	\$ 33.84	Monthly	3 Carts and 2 Recycle Carts
Public Works	Solid Waste Fee - Rental House (7 / 8 BDRM)	\$ 41.63	Monthly	4 Carts and 2 Recycle Carts
Public Works	Solid Waste Fee - Rental House (9 / 10 BDRM)	\$ 55.23	Monthly	5 Carts and 3 Recycle Carts
Public Works	Solid Waste Fee - Rental House (11 / 12 BDRM)	\$ 63.03	Monthly	6 Carts and 3 Recycle Carts
Public Works	Stormwater Fee - Commercial (Multi-business Structure)	\$ 11.80	Monthly	
Public Works	Stormwater Fee - Commercial (Single Structure)	\$ 11.80	Monthly	
Public Works	Stormwater Fee - Residence (Multi-family Structure)	\$ 4.13	Monthly	
Public Works	Stormwater-Commercial Plan Review	\$ 400.00		Plus \$100 per disturbed acre

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
Water				Billing Cycle: Bills mailed on or about the 1 st of each month. Bills due without penalty until 20th of month (if not on weekend). \$5.00 Penalty added to bills received after the 20th of month (if not on weekend). Total amount due on last day of month (if not on weekend). Cut-off for non-payment will be the 2nd Wednesday of each month.
	Administration Fee	\$ 25.00		
	After Hour Call Out Fee	\$ 125.00		
	Backflow Prevention Testing	\$ 35.00		Town-provided annual testing for irrigation meters
	Cut Off/On for Customer	\$ 25.00		A cut off valve must be installed on customers line per Town Ordinance
	Non Payment Penalty Fee	\$ 50.00		During working Hours (8 - 4:00), Usually within 2nd week of month. Second Wednesday of the Month.
	Hydrant Connection Fee	\$ 100.00		Plus Water Usage/1000 gals. usage
	Irrigation Meter 3/4" (Tap Fee Only)	\$ 500.00		
	Late Payment Fee	\$ 5.00		Penalty added to bills received after 20 th of month (if not on weekend).
	Meter Tampering	\$ 500.00		Per North Carolina General Statute 14-151.1
	Meter Testing Fee	\$ 75.00		
	Reconnect Fee for Non Payment After Hours	\$ 125.00		After 4:30 pm (Previously 4:00 pm)
	Relocation of Water Tap (service) Fee	\$ 232.72		If moving service less than 10', pay in advance
	Relocation of Water Tap (service) Fee	\$ 830.00		Cost of new tap, pay in advance
	Relocation of Fire Hydrant Fee	Actual Cost plus		
	Renters Deposits Residential	\$ 230.00		Reference Sec. 30-40 - Deposit of Town Code of Ordinances
	Renters Deposits Commercial Class 1	\$ 230.00		Reference Sec. 30-40 - Deposit of Town Code of Ordinances
	Renters Deposits Commercial Class 2	\$ 275.00		
	Renters Deposits Commercial Class 3	\$ 375.00		
	Renters Deposits Commercial Class 4	\$ 675.00		
	Restoration of Service on Vacant Lot	\$ 150.00		
	Water Rate	\$ 23.72	Monthly Base Rate	
	Water Rate	\$ 3.68	per 1000 gal.	2,000 to 4,000 gal.
	Water Rate	\$ 4.06	per 1000 gal.	4,000 to 10,000 gal.
	Water Rate	\$ 4.47	per 1000 gal.	10,000 to 12,500 gal.
	Water Rate	\$ 4.92	per 1000 gal.	Over 12,500 gal.
	Water Rate (Out of Town Customers)			125% of In Town Rates
	Water Tap Fee (3/4")	\$ 830.00		
	Water Tap Fee (1")	\$ 1,930.00		
	Water Tap Fee (1 1/2")	\$ 2,650.00		
	Water Tap Fee (2")	\$ 3,721.00		
	Water Tap Fee (3")	Cost + 25 %		
	Water Tap Fee (4")	Cost + 25 %		
	Water Tap Fee (6")	Cost + 25 %		
	Water Tap Fee (8")	Cost + 25 %		
	Water Tap Fee (10")	Cost + 25 %		
	Water Infrastructure Reimbursement (3/4")	\$ 592.00		Capacity Factor Multiplier based on max. flow criteria of the AWWA (1)
	Water Infrastructure Reimbursement (1")	\$ 1,478.00		(2.5)
	Water Infrastructure Reimbursement (1 1/2")	\$ 2,957.00		(5)
	Water Infrastructure Reimbursement (2")	\$ 4,730.00		(8)
	Water Infrastructure Reimbursement (3")	\$ 9,907.00		(16.75)
	Water Infrastructure Reimbursement (4")	\$ 16,265.00		(27.5)
	Water Infrastructure Reimbursement (6")	\$ 33,272.00		(56.25)
	Water Infrastructure Reimbursement (8")	\$ 50,276.00		(85)
	Water Infrastructure Reimbursement (10")	\$ 70,894.00		(130)

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
Wastewater	After Hour Call Out Fee	\$ 125.00		Per Brunswick County Tax Parcel of record as of date of installation of sewer tap.
	Sewer Construction Assessment	\$ 4,200.00		
	Sewer District Fee	\$ 601.78		Per Parcel in District (Served by System whether at Fish Factory Rd. or Brunswick County)
	Wastewater Rate	\$ 38.41	Monthly Base Rate	Includes 4,000 gals.
	Wastewater Rate	\$ 8.33	per 1000 gal.	over 4,000 gals.
	Brunswick County Monthly Capital Charge	\$ 17,931.97	flat monthly fee	Monthly Capital Charges per contract terms
	Brunswick County Additional WW Rate	\$ 3.04	per 1000 gal.	Usage Rate per 1000 gallons per contract terms
	Wastewater Rate (Out of Town Customers)			125% of In Town Rates
	Wastewater 4" Tap (Gravity System)	\$ 1,500.00		Installed to a depth of 6', cost plus 25% if deeper than 6' or requires contractor
	Wastewater 6" Tap (Gravity System)	\$ 1,650.00		Installed to a depth of 6', cost plus 25% if deeper than 6' or requires contractor
	Wastewater 4" Tap (Vac System)	\$ 5,500.00		Connection from an existing valve pit
	Wastewater 6" Tap (Vac System)	\$ 5,500.00		Connection from an existing valve pit
	Wastewater 6" Valve Pit (Vacuum System)	\$ 10,000.00		Price includes one service connection
	Wastewater 8" Valve Pit (Vacuum System)	\$ 10,000.00		Price includes one service connection
	Wastewater Buffer Tank (Vacuum System)	Actual Cost + 25%		All taps, pits installed greater than 6' shall be contracted out by the Town
	Wastewater Force Main Tap Fee	Actual Cost + 25%		All taps, pits installed greater than 6' shall be contracted out by the Town
	WW Residential Class I System Development Fee	\$ 2,642.00	First 4 Habitable Rooms	Single Family: First 4 habitable rooms included then \$1,500.00 for each habitable room after.
	WW Residential Class II System Development Fee	\$ 3,523.00	First 4 Habitable Rooms	Duplex Per unit, first 4 habitable rooms included then \$1,500 for each habitable room after.
	WW Residential Class III System Development Fee	\$ 4,147.00	First 4 Habitable Rooms	Triplex: Per unit, first 4 habitable rooms included then \$1,500 for each habitable room after.
	WW Residential Class IV System Development Fee	\$ 4,944.00	First 4 Habitable Rooms	Quadplex: Per unit, first 4 habitable rooms included then \$1,500 for each habitable room after.
	WW Residential Class V System Development Fee	\$ 4,492.00	First 4 Habitable Rooms	Condo-Townhouse: Plus \$1,624 for each unit over four (4): Per unit, first 4 habitable rooms included then \$1,500.00 for each habitable room after.
	WW Residential Class VI System Development Fee	\$ 4,492.00	First 4 Habitable Rooms	Apartment Complex (Plus \$1,624 for each unit over four (4): Per unit, first 4 habitable rooms included then \$1,500.00 for each habitable room after.
	WW Commercial Class I System Development Fee	\$ 4,055.00		
	WW Commercial Class II System Development Fee	\$ 4,529.00		
	WW Commercial Class III System Development Fee	\$ 5,174.00		
	WW Commercial Class IV System Development Fee	\$ 6,146.00		(General)
	WW Commercial Class V System Development Fee	\$ 6,146.00		(Motel / Hotel) Plus \$1,537 per unit

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2019

Department	Charge Type	Current Amount	Unit	Additional Information
	<u>Commercial Classifications</u>			
	Class 1:	Gift shop, card shop, real estate office, florist, insurance office, repair shop (other than VEHICLE/marine), book store, and parts store (i.e., VEHICLE, marine, appliance), pharmacy, home business, snack shop without seating capacity, clothing store, hardware store, hunting-fishing tackle shop, general service office (i.e., CPA, lawyer, consultant engineer, building contractor), HVAC sales and service, furniture store, household goods store, pawn shop, tanning salon, ABC store, bank, garden center and plant nursery.		
	Class 2:	VEHICLE repair, beauty shop, barber shop, restaurant with seating capacity up to ten (10), and ice cream shop, miniature golf, arcade, seafood market, grocery market, meat market, fraternal organizations without a bar, gas station, convenience store, marine repair, physician or dentist office, library, church, day care center, and kindergarten center.		
	Class 3:	Restaurant with seating capacity from 11-30, light assembly and/or manufacturing with less than 11 employees, Bed and Breakfast facilities.		
	Class 4:	Laundromat, car wash, restaurant with seating capacity in excess of 30, bar/lounge, public pool, fraternal organizations with bar/lounge and/or restaurant facilities, assembly and/or manufacturing with 11 or more employees, fishing pier operations, hotel/motel with/without kitchen facilities, RV and trailer parks.		
	<u>NOTES:</u>	Where a use is not specifically listed, it shall be assigned a classification most closely associated to a listed user classification for the purpose of the administration of this schedule.		
	1			
	2	A single business unit with combinations of services in different classes will be required to pay only Infrastructure Reimbursements of the highest cost category and a tap fee based on the number and size of sewer taps installed.		
	3	A single building with multiple business units shall be required to pay an Infrastructure Reimbursement based upon the commercial class of business in each unit and a tap fee based on the number and size of taps installed.		
	4	A single building having a combination residential class and commercial class shall be required to pay an impact for each unit based on the classification housed, and a tap fee based on the number and size of taps installed.		
	5	When the use of a building is being changed to a higher user classification, there shall be water and wastewater Infrastructure Reimbursements charged that amounts to the difference between the fees for the present use and the proposed use. No refunds of		
	6	Water and Sewer Infrastructure Reimbursements shall be paid in accordance with the Fee Schedule for each separate use in a major subdivision. One-half of the total fees shall be paid at the time of approval of the Preliminary Plat, and the remaining one-half at the time of approval from all applicable state agencies. For all other construction, applicable water and sewer tap and impact charges shall be paid prior to the issuance of building permits for the proposed construction.		
	7	Payment of Infrastructure Reimbursements for reserved sewer flow capacity shall be paid at the time of town's approval. If development plans have not been approved and a permit issued by the town within 18 months from the date such capacity is available, the reservation becomes null and void and the town retains the Infrastructure Reimbursements.		
	8	Vac system needs by customer will be figured by Utility Staff using Airvac Design Manual along with plumbing fixture flows provided by owner		

Fiscal Policy

PREAMBLE

The Town shall comply with all the appropriate sections of the North Carolina Local Budget and Fiscal Control Act as well as the generally accepted accounting practices for local government as they may change from time to time.

POLICY

Budget

In preparation of the annual budget, the Staff and the Town Council shall estimate revenues based upon prior year averages and trends as well as estimates of value provided by the Assessor of Brunswick County. The Town will estimate revenues in a realistic manner. Tax collections estimates shall be no higher than the collection rate for the immediate prior year.

The Operating Budget shall reflect the best estimates necessary to deliver services at the level of service determined by the Town Council. The Budget Ordinance will make appropriations by Departments and show revenues by major sources. A Capital Asset list will be developed and updated each budget year. The Town will strive to integrate performance objectives and workload indicators into the budgetary process and recommendations.

During the annual budget process, the Town will set aside up to 2.5% of the annual budget estimate as an unappropriated General Fund Contingency Account. These funds will be available to the Council to meet unexpected expenses during the fiscal year. Appropriation of these funds will be by Council action as the recommendation of the administrative staff.

The Town may allocate an amount of public funds for the purposes of funding non-profit entities that benefit the citizens of the community. Each year the requesting organization will complete and submit to the Finance Director the appropriate request form to be considered by Council.

The sum of the estimated net revenues and appropriated Fund Balance in each fund shall be equal to the total budgeted expenditures in that Fund. Staff will develop and present to Council at regularly scheduled Council meetings a Monthly Report that conveys the fiscal condition of the Town.

Fiscal Policies

Interfund transfers are allowed for the allocation of direct or indirect costs of services rendered by one fund to another. The Town may transfer cash from Enterprise Funds to the General Funds only after operating expenses; capital outlay and debt service obligations of the Enterprise funds have been met.

It is the policy of the Town Council that the Town should strive to maintain an Unrestricted Fund Balance in the General Fund of no less than 25% of the annual General Fund Budget.

Donations of funds or property that are accepted by the Town shall be used only for the purpose for which they were given and received.

User fees should be set in a manner that will enable the cost of services that are provided to be paid by the fee and not supported through taxes. Budgets will attempt to follow that premise taking into consideration the large amount of debt associated with the utilities services upgrade. A service that the Town provides substantially above that which is provided to the general public will be supported through a user fee/charge. The Schedule of User Fees will be reviewed annually and updated as necessary to accomplish the goals of this policy.

Grants

Grant funding will be used for specific purposes as either specified in the Grant Agreement or by Council and not for the expansion of the Operating Budget. Grant Funding may be used for a variety of purposes including:

1. Current Town operations
2. Departmental and long-range planning
3. Capital Projects
4. Regulatory requirements
5. Opportunities to address the mission and goals of the Town

Staff will pursue opportunities for grant funding that are consistent with Council Goals and Policies, and are compatible with the Town's programs and objectives. All grants pursued by staff will be presented to the Town Manager for consideration before application is made. Any awarded funds will be accepted only after Council review and action.

Debt Management

The Town will seek to secure the best financing for Authorized projects. Types, terms and sources of financing will be considered when selecting financing for Town projects. All financing shall conform to the requirements of the North Carolina Local Government Commission.

The authority to incur long-term debt shall be the sole responsibility and privilege of the elected Town Council of the Town of Oak Island.

From time to time, the administrative staff may recommend the refinancing or refinancing of certain debt instruments when it is in the best interests of the Town of Oak Island.

Contracts

In accordance with NCGS 160A-16 the Board grants the Manager authority to execute all contracts up to \$30,000 on behalf of the Board, provided that the contract is brought to the Board's attention at the next full Board meeting. The Board also grants the Manager the authority to execute all contracts approved by the Board. Contracts under a total cost of \$10,000 may be signed by the applicable Department Head after prior review with the Town Manager.

Accounting, Auditing and Fiscal Reporting

The Town will establish and maintain a high standard of accounting and reporting of revenues and expenditures. These standards will follow the Government Accounting Standards Board (GASB) principles. In addition, they will comply with the generally accepted practices as approved by the North Carolina Local Government Commission (LGC).

An annual audit of accounts will be conducted and presented by an independent auditing firm certified by the LGC. Upon completion, the audit will be presented and accepted by the Town Council in a regularly scheduled meeting.

Fixed Asset Inventory

The Town will maintain a fixed asset inventory on all items greater than \$5,000.

Town of Oak Island

Glossary of Budgetary Terminology

Accrual Accounting:

A basis of accounting by which revenues and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Ad Valorem Taxes:

Taxes assessed by local government on both real and personal property. Taxes are levied on both real and personal property according to the property's valuation and the property tax rate. ***Also referred to as property taxes.***

Appropriation:

An authorization by the Town Council to make expenditures and incur obligations for purposes specified in the Budget Ordinance.

Assessed Valuation:

A value established by the County Tax Assessor's Office for real and personal property to be used as a basis for levying property taxes.

Balanced Budget:

A budget where planned expenditures equal anticipated revenues. N.C. law requires that all local government budgets be balanced.

Bond:

A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are general obligation and revenue bonds, both of which are defined in this glossary.

Budget:

A plan of financial operation for the Town and its various municipal services that includes estimated revenues and expenditures for a specific fiscal year.

Budget Amendment:

A procedure used by Town staff and the Town Council to revise a budget appropriation.

Budget Calendar:

A schedule that outlines the process of budget preparation, adoption, and administration.

Budget Document:

The official comprehensive financial program for a specific fiscal year, as prepared by Town staff and adopted by the Town Council.

Glossary of Budgetary

(continued)

Budget Message:

A summary of the proposed budget that provides the Town Council and the public with the most important aspects of the financial plan for the coming year, noteworthy changes from previous years and the views and recommendations of the Manager.

Budget Ordinance:

A document adopted by the Town Council which lists revenues by source, appropriations by department or fund and levies taxes for the coming fiscal year.

Capital Outlay:

Items purchased by the Town that have an expected life which exceeds one year.

Cash Accounting:

Basis of accounting that recognizes revenues when a government receives cash and costs when it disburses cash.

Cash Management:

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment and establishing and maintaining banking relationships.

Contingency:

Funds set aside for unforeseen expenditures that may become necessary during the year. The Town Council must approve use of these funds before they can be appropriated.

Debt Service:

An obligation by the Town to pay the principal and interest of all bonds and other debt instruments according to a pre-determined schedule.

Department:

A unit of the Town government which is responsible for performing a primary governmental function.

Delinquent Taxes:

Taxes that remain unpaid on or after the due date on which a penalty for non-payment may be attached.

Glossary of Budgetary

(continued)

Encumbrance:

The commitment of appropriated funds to purchase and item or service. To encumber funds is to set aside or commit funds for future expenditures.

Enterprise Fund:

A fund used to account for activities that are financed and operated in a manner similar to business enterprises and for which a fee for services is charged. Fees are charged to the consumers of the service to completely or partially recover the expenses of the operation.

Estimated Revenue:

The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the Town Council in the Budget Ordinance.

Expenditure:

The cost of goods or services received by the Town.

Fiscal Year:

The time period that indicates the start and finish for recording financial transactions. The fiscal year for municipal governments in N.C. begins July 1 and ends June 30.

Fixed Assets:

Assets of a long-term character which are intended to be used or held, such as land, buildings, machinery, furniture and equipment.

Fund:

A fund is a separate fiscal and accounting entity with a separate set of accounting records that governments segregate to carry on a specific activity.

Fund Balance:

The cash and investments that remain at the end of the fiscal year which can legally be appropriated to fund expenditures in the coming year. The Local Government Budget and Fiscal Control Act (LGBFCA) limits the amount of fund balance that may be appropriated in the next budget year.

GAAP:

Generally Accepted Accounting Principles (GAAP) relates to accounting rules and uniform standards for financial reporting, representing generally accepted practices and procedures of the accounting profession. GAAP provides a set of minimum standards and guidelines for financial accounting and reporting that are reasonably comparable, regardless of the legal jurisdiction or geographic location of the government.

Glossary of Budgetary

(continued)

General Fund:

A fund established to account for the resources used for the general operation of the Town.

General Ledger:

An accounting file which is a grouping of the accounts in which the activities of the Town are recorded.

General Obligation Bond:

Debt instruments issued by the Town that are backed by the full faith and credit of the issuing government.

Goal:

A broad general statement of direction based on the needs of the community and government.

Indicator:

A quantitative measure or index that may represent the degree of presence or magnitude of change in a condition.

Interfund Transfer:

Money transferred from one fund to another.

Intergovernmental Revenue:

Revenue received from another government for a specified purpose.

Investment Revenue:

Revenue earned on investments with a third party.

LGBFCA:

The Local Government Budget and Fiscal Control Act. The Act governs all financial activities of local governments within the state of North Carolina.

Long Term Debt:

Debt with a maturity of more than one year after issuance.

Maturities:

The dates on which the principal or state values of investments or debt obligations mature and may be reclaimed.

Glossary of Budgetary

(continued)

Modified Accrual Accounting:

A basis of accounting in which expenditures are accrued at commitment but revenues are accounted for as they are actually received and available for expenditure.

Objective:

A statement of specific direction, which is to be accomplished by the staff or individual departments.

Operating Transfer:

Routine and/or recurring transfers of assets between funds.

Program:

An organized set of work activities that are directed toward accomplishing a common goal.

Property Tax Rate:

The rate at which real and personal property in Town is taxed in order to produce the necessary revenues to conduct vital government operations.

Recommended Budget:

The budget proposal made by the Town Manager and recommended to Town Council.

Retained Earnings:

An equity account reflecting the accumulated earnings of an Enterprise Fund.

Revenue:

Income received from a variety of sources and used to finance government or enterprise operations.

Special Assessment:

A mandatory levy made against specific properties to absorb part or all of the cost of a specific improvement or service deemed to primarily benefit certain properties.

Tax Levy:

The total amount of revenue to be raised by ad valorem taxes.

Unencumbered Balance:

The amount of appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future appropriation.

User Fees:

The payment of a fee for direct receipt of a public service by the party benefiting from the service.