



TOWN OF OAK ISLAND

2018-2019 BUDGET

Cin Brochure, Mayor

Loman Scott, Mayor Pro Tempore

Sheila M. Bell, Councilor

Charlie K. Blalock, Councilor

Jeff Winecoff, Councilor

John W. Bach, Councilor

DAVID KELLY, TOWN MANAGER

DAVID HATTEN, FINANCE DIRECTOR

**TOWN OF OAK ISLAND
FISCAL YEAR 2018-2019 RECOMMENDED BUDGET
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June 13, 2018

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, 2018 and ending June 30, 2019. The budget is balanced as required by the North Carolina Budget and Fiscal Control Act. The budget was adopted on June 13th in Town Hall Council Chambers. This adopted budget is the Town's financial plan for providing services in FY 2018-2019. 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 Manger 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 last three to four years. The Town's General Fund Balance is greater than the 25% mandated by the North Carolina Local Government Commission. The Town will continue to transfer funds 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 \$0.31/\$100. Of the \$.031 tax rate, \$0.02 is designated for the Town's beach nourishment project. The collection of the \$0.02 will be accounted for in a separate fund established for the beach nourishment project.

Debt Service

All debt service payments are fully funded as required by North Carolina State Law. In the last few years, the Town has refinanced outstanding general fund debt, as well as Utility Bonds to reduce terms, utilize lower interest rates and in turn, save several million dollars in interest over the life of the loans and bonds. You can find a complete detail of the remaining balance and terms of each loan 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's decision three years ago to join the North Carolina State employee health insurance plan has helped to control unanticipated large increases in medical insurance expense. The Recommended budget includes an effective 3% merit increase as well as a Cost of Living Increase (COLA) of 2.2%.

Water Fund and Wastewater Revenues

The budget includes a decrease in both water and wastewater rates to account for the change to the method of how the Sewer District Fee will be charged. Utility customers will no longer receive a credit for the Sewer District Fee on their Ad valorem tax bill, but will benefit with lower water and wastewater bills.

Accommodations Tax Fund

The FY 2017-2018 estimated revenue is \$851,000. The wastewater system has totally repaid the loan provided to the wastewater system during the construction of the system. a loan. The largest item of expenditure in this Fund is \$259,000 to provide funds to continue to construct the pier.

Beach Tax Fund (also funded from collected accommodations tax)

The FY 2018-2019 estimated revenue is \$513,000. In addition funds accumulated from prior years are to be utilized to fund the engineering of the beach project. As reported above the wastewater system has totally repaid the loan provided by the Accommodations and Beach Tax Funds to the wastewater system during the construction of the system. There are expenditures or allocated reserves in the fund totaling \$2,307,364, with the largest recommended budgeted expense of \$2,178,000 dedicated to funding for the nourishment of the beach.

Beach Nourishment Fund

This fund was created for the FY 2017-2018 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. During the current year the town completed an emergency dune rebuilding project with the assistance of FEMA.

Pier Rebuilding Project Fund

This fund was also created for the FY 2017-2018 to account for the ongoing pier rebuilding project. This fund is utilized as a Capital Project Fund to account for the activity of the rebuilding project. The obtaining of grants by the town will keep the Town's contribution towards the project at approximately \$260,000. The construction of the pier is well under way with the Town expecting a planned opening in April, 2019. In addition, the town is remodeling the pier house which will contain a restaurant and bait and tackle shop, as well as a game room.

Conclusion

We have prepared a balanced budget that provides the Citizens of the Town of Oak Island the level of service that they deserve. This budget will continue to maintain the Town's quality of life expectations. We want to thank Town Council for the support and guidance and confidence they have shown in us to manage the Town and Town Staff.

We encourage Town residents and taxpayers to review the FY 2018-2019 Approved Budget and continue to engage Town Council with their ideas and input. On behalf of the Town's Management team and staff, we appreciate the effort and time that the Council provides to protect the Town's resources.

The current year has been exciting and was very eventful. Management and Town Council continue to be fiscally responsible and still be able to provide the needed services that the citizens deserve.

We believe that the Town has a dedicated staff and leadership team who work diligently to provide the highest quality of service to their community. Their dedication to the Town, along with their knowledge and leadership, is a valuable asset to myself, as the Town Manager.

We are available for further questions and continue to provide information regarding this budget.

David E. Kelly
Town Manager

BUDGET ORDINANCE
 FISCAL YEAR 2018-2019
 TOWN OF OAK ISLAND, NORTH CAROLINA

BE IT ORDAINED, by the Town Council of the Town of Oak Island:

SECTION 1

GENERAL FUND

		<u>Amount</u>
A.	Revenues Anticipated	
	Current Year's Property Taxes	\$ 7,356,776
	State Shared Revenues	1,665,784
	Other	4,265,195
	Total Estimated Revenues	<u>\$ 13,287,756</u>
B.	Appropriation Authorized by Departments	
	Town Council	\$ 262,343
	Outside Agency Funding	52,000
	Administration	2,938,815
	Public Services - Facilities	359,052
	Police	2,756,660
	Animal Control	58,455
	Fire & EMS Department	2,708,769
	Development Services	789,632
	Public Works - Admin	189,507
	Public Works - Fleet Maint.	175,954
	Public Works - Operations	1,803,237
	Parks & Recreation	1,050,035
	Parks & Recreation - CRC	143,298
	Total Appropriations	<u>\$ 13,287,756</u>

SECTION 2

WATER FUND

		<u>Amount</u>
A.	Total Estimated Revenues	\$ 3,915,278
B.	Expenditures Authorized by Departments	
	Utility General Services	\$ 2,736,399
	Water Maintenance	1,178,879
	Total Appropriations	<u>\$ 3,915,278</u>

SECTION 3

WASTEWATER FUND

		<u>Amount</u>
A.	Total Estimated Revenues	\$ 13,827,482
B.	Expenditures Authorized by Departments	
	Wastewater Treatment	4,487,166
	Wastewater Collection	<u>9,340,317</u>

	Total Appropriations	\$	13,827,482
SECTION 4	<u>STORMWATER FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	338,066
B.	Total Appropriations		338,066
SECTION 5	<u>SOLID WASTE FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	1,076,503
B.	Total Appropriations		1,076,503
SECTION 6	<u>SOUTH HARBOUR GOLF COURSE FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	242,380
B.	Expenditures Authorized by Departments		
	Golf Course Grounds Maintenance		170,009
	Golf Course Operations		72,371
	Total Appropriations	\$	242,380
SECTION 7	<u>SEWER DISTRICT FEE FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	7,241,300
B.	Total Appropriations	\$	7,241,300
SECTION 8	<u>ACCOMMODATIONS TAX FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	851,000
B.	Total Appropriations	\$	851,000
SECTION 9	<u>BEACH TAX FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	2,307,364
B.	Total Appropriations	\$	2,307,364
SECTION 10	<u>BEACH RENOURISHMENT</u>		
			Amount
A.	Total Estimated Revenues	\$	2,685,261
B.	Total Appropriations	\$	2,685,261
SECTION 11	<u>PIER REBUILDING PROJECT</u>		

			Amount
A.	Total Estimated Revenues	\$	2,231,582
B.	Total Appropriations	\$	2,231,582
SECTION 12	<u>PIER COMPLEX FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	291,152
B.	Total Appropriations	\$	291,152
SECTION 13	<u>CAPITAL RESERVE FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	1,555,096
B.	Total Appropriations	\$	1,555,096
SECTION 14	<u>BEACH PRESERVATION FUND</u>		
			Amount
A.	Total Estimated Revenues	\$	24,228
B.	Total Appropriations	\$	24,228

SECTION XII Tax Rate Established

There is hereby levied a tax at the rate of thirty one cents (\$0.31) per one hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2018, for the purpose of raising the revenue listed for "Current Year's Property Taxes" in the General Fund in Section 2 of this ordinance. Two cents (\$.02) of the 31-cent tax rate is to be dedicated to the sand fund.

This rate is based on a total valuation of property for the purposes of taxation of \$2,601,378,844 and an estimated collection rate of 97.50%.

SECTION XIII Service Rates Established

The service rates for Town of Oak Island for fiscal year 2018-2019, upon which the Budget is based, will be established by separate Ordinance by the Town Council. Service rates include those for residential and commercial solid waste services and water and wastewater services. The Sewer District Fee for the Fiscal Year will be \$601.78.

SECTION XIV Special Authorization - Budget Officer

The Budget Officer shall be authorized to reallocate departmental appropriations among the various objects of expenditure, as said officer believes necessary. The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund. Notation of all such transfers shall be made to the Town Council on the next succeeding financial report. The Budget Officer shall be authorized to spend \$50,000 during an emergency.

SECTION XV Restriction - Budget Officer

The inter-fund transfer of monies shall be accomplished by Council authorization only. The utilization of any contingency appropriation shall be accomplished only with Council authorization.

SECTION XVI Utilization of Budget and Budget Ordinance

This Ordinance and the Budget Document shall be the basis of the financial plan for the Town of Oak Island Municipal Government during the 2018-2019 Fiscal Year. The Budget Officer shall administer the Budget and shall ensure that all department heads and other appropriate staff are provided guidance and sufficient details to implement their appropriate portion of the Budget. The accounting section shall establish records that are in agreement with the Budget and this Ordinance and the appropriate statutes of the State of North Carolina.

SECTION XVII Notes and Effective Changes

The FY 2018-19 budget authorizes a merit increase of up to 3 percent to be used as a pool for employee evaluations. In addition, a Cost of Living Adjustment (COLA) of 2.2% was approved by Council. All evaluations will be conducted on or near the employee's anniversary date and will be performed by the department head or supervisor with final approval by the Town Manager. An updated Pay Classification and Salary Grade Scale was also approved.

SECTION XVII

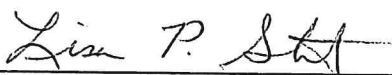
Copies of this Budget Ordinance shall be furnished to the Budget Officer, Finance Director and Town Clerk to be kept on file by them for their direction in the disbursing of funds.

Adopted this the 12th day of June, 2018.



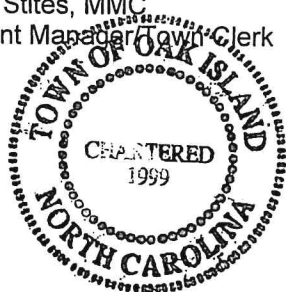
Jim Brochure, Mayor

ATTESTED:



Lisa P. Stites, MMC
Assistant Manager/Town Clerk

(SEAL)



**TOWN OF OAK ISLAND
BUDGET COMPARISON**

FUND/DEPARTMENT	FY 2017 - 2018 (as amended)	Adopted FY 2018-2019	Increase (Decrease)
REVENUES			
GENERAL FUND	12,595,931	13,287,757	691,826
WATER FUND	6,601,638	3,915,278	(2,686,360)
WASTEWATER FUND	15,692,909	13,827,483	(1,865,426)
STORMWATER FUND	663,234	338,066	(325,168)
SOLID WASTE FUND	1,091,500	1,076,503	(14,997)
SOUTH HARBOR GOLF COURSE	289,555	242,380	(47,175)
SEWER DISTRICT FEE FUND	2,158,161	7,241,300	5,083,139
ACCOMMODATIONS TAX FUND	967,825	851,000	(116,825)
BEACH TAX FUND	8,583,700	2,307,364	(6,276,336)
BEACH RENOURISHMENT FUND	4,087,084	2,685,261	(1,401,823)
PIER REBUILD PROJECT FUND	634,195	2,231,582	1,597,387
PIER COMPLEX FUND	0	291,152	291,152
CAPITAL RESERVE FUND	948,856	1,555,096	606,240
BEACH PRESERVATION FUND	29,200	24,228	(4,972)
TOTAL REVENUES	54,343,788	49,874,450	(4,469,338)
LESS INTERFUND TRANSFERS	12,198,371	12,589,008	390,637
NET REVENUES	42,145,417	37,285,442	(4,859,975)

EXPENDITURES	FY 2017 - 2018 (as amended)	Adopted FY 2018-2019	Increase (Decrease)
GENERAL FUND			
TOWN COUNCIL	261,437	262,343	906
OUTSIDE AGENCY	53,800	52,000	(1,800)
ADMINISTRATION	2,809,525	2,938,815	129,290
FACILITIES MANAGEMENT	457,088	359,052	(98,036)
POLICE	2,580,558	2,756,660	176,102
FIRE DEPARTMENT	2,833,483	2,708,769	(124,714)
ANIMAL CONTROL	58,455	58,455	0
DEVELOPMENT SERVICES	711,433	789,632	78,199
PUBLIC WORKS ADMINISTRATION	183,766	189,507	5,741
FLEET MAINTENANCE	160,803	175,954	15,151
PUBLIC WORKS OPERATIONS	1,278,458	1,803,237	524,779
RECREATION DEPARTMENT	1,054,630	1,050,035	(4,595)
RECREATION-COMMUNITY RESOURCE CENTER	152,496	143,298	(9,198)
TOTAL GENERAL FUND EXPENDITURES	12,595,932	13,287,755	691,824
WATER FUND			
WATER-ADMINISTRATION	2,920,100	2,736,399	(183,701)
WATER MAINTENANCE	3,681,538	1,178,879	(2,502,659)
TOTAL WATER FUND EXPENDITURES	6,601,638	3,915,278	(2,686,360)
WASTEWATER FUND			
WASTEWATER TREATMENT	4,567,452	4,487,166	(80,286)
WASTEWATER COLLECTION	11,125,457	9,340,317	(1,785,140)
TOTAL WASTEWATER FUND EXPENDITURES	15,692,909	13,827,482	(1,865,427)
STORMWATER FUND	663,234	338,066	(325,168)
SOLID WASTE FUND	1,091,500	1,076,503	(14,997)
SOUTH HARBOR GOLF COURSE FUND			
TOTAL SOUTH HARBOR GOLF COURSE EXPENDITURES	289,555	242,380	(47,175)
SEWER DISTRICT FUND	2,158,161	7,241,300	5,083,139
ACCOMODATIONS TAX FUND	967,825	851,000	(116,825)
BEACH TAX FUND	8,583,700	2,307,364	(6,276,336)
BEACH RENOURISHMENT PROJECT	4,087,084	2,685,261	(1,401,823)
PIER REBUILD PROJECT	634,195	2,231,582	1,597,387
PIER COMPLEX		291,152	291,152
CAPITAL RESERVE FUND	948,856	1,555,096	606,240
BEACH PRESERVATION FUND	29,200	24,228	(4,972)
TOTAL EXPENDITURES	54,343,789	49,874,448	(4,760,493)
LESS INTERFUND TRANSFERS	12,198,371	12,589,008	390,637
NET EXPENDITURES	42,145,418	37,285,440	(5,151,130)

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2018 - 2019**

New Account Number	Description	Previous Year Actual FY 16 - 17	Y.T.D.		Revenue As of 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 2018 - 2019	Manager Recommendations	Council Approved
			Current Budget FY 17 - 18	Revenue					
10-300-1100	CURRENT YEARS TAXES	6,831,413	7,025,989	7,220,373	7,221,000	7,356,776	7,356,776	7,356,776	7,356,776
10-300-1201	PRIOR YEARS TAXES	2,507,508	150,000	160,429	162,000	150,000	150,000	150,000	150,000
10-300-1300	MOTOR VEHICLES TAXES	272,706	150,000	232,724	235,000	150,000	150,000	150,000	150,000
10-300-1500	INTEREST-LATE TAX PAYMENTS	186	0	1,015	1,015	15,000	15,000	15,000	15,000
10-300-1600	TAX PENALTIES	107,128	75,000	60,968	61,500	75,000	75,000	75,000	75,000
10-300-3100	LGRS OPTIONAL SALES TAX	734,020	640,254	710,759	717,160	653,059	653,059	653,059	653,059
10-300-3101	LGRS OPT SALES TAX 1/2%(40)	405,123	349,656	385,737	397,806	356,649	356,649	356,649	356,649
10-300-3102	LGRS OPT SALES TAX 1/2%(42)	376,928	328,440	365,621	367,998	335,009	335,009	335,009	335,009
10-300-3103	LGRS OPT SALES TAX 1/2%(44)	381,425	314,772	361,604	375,771	321,067	321,067	321,067	321,067
10-300-3210	UTILITIES FRANCHISE TAX REV	706,173	466,956	515,305	531,624	476,295	476,295	476,295	476,295
10-300-3220	BEER AND WINE TAX PROCEEDS	33,335	33,800	0	33,800	33,800	33,800	33,800	33,800
10-300-3230	VIDEO PROGRAMMING	151,047	91,000	112,112	114,015	91,000	91,000	91,000	91,000
10-300-3240	TELEPHONE COMMUNICATION TAX	27,140	24,010	18,301	21,603	23,530	23,530	23,530	23,530
10-300-3310	FIRE DISTRICT FEES	809,911	1,372,746	1,402,881	1,402,881	1,432,753	1,432,753	1,432,753	1,432,753
10-300-3330	NC CONTROL SUBSTANCE DIST.	234	100	4,804	4,804	100	100	100	100
10-300-3710	CAMA REIMBURSEMENT	6,925	4,000	7,440	7,440	4,000	4,000	4,000	4,000
10-300-3720	NCDOT MOWING AGREEMENT	7,767	7,000	7,985	7,985	7,000	7,000	7,000	7,000
10-300-3810	POWELL BILL DISTRIBUTIONS	308,971	306,000	310,623	310,623	306,000	306,000	306,000	306,000
10-300-3900	ABC NET REVENUE	161,057	130,000	179,432	179,432	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
10-300-4210	NUISANCE FEES	37	500	0	0	500	500	500	500
10-300-4211	BUILDING PERMITS (540)	715,525	299,500	493,708	495,000	299,500	299,500	299,500	299,500
10-300-4212	PLUMBING PERMITS (540)	23,675	18,000	16,575	17,000	18,000	18,000	18,000	18,000
10-300-4213	ELECTRICAL PERMITS (540)	54,076	32,000	52,675	53,000	32,000	32,000	32,000	32,000
10-300-4214	MECHANICAL PERMITS (540)	78,000	50,000	73,425	74,000	50,000	50,000	50,000	50,000
10-300-4216	PLANNING/BOA (540)	950	4,500	10,522	11,000	4,500	4,500	4,500	4,500
10-300-4220	DEVELOPMENT PERMITS (540)	7,000	25,500	6,300	6,500	25,500	25,500	25,500	25,500
10-300-4231	CIVIL CITATIONS	13,460	5,000	11,689	12,000	5,000	5,000	5,000	5,000
10-300-4220	HOMEOWNERS RECOVERY FUND (540)	2,480	2,000	2,990	2,990	2,000	2,000	2,000	2,000
10-300-4250	PARKING REGISTRATIONS	13,795	8,000	24,840	25,000	8,000	8,000	8,000	8,000
10-300-4260	BRUNSWICK ELECTRIC REFUND	0	0	8,829	8,829	0	0	0	0
10-300-4301	DEVELOPMENT PERMITS (540)	39,580	15,000	40,076	41,000	15,000	15,000	15,000	15,000
10-300-4302	ZONING PERMITS	24,822	15,000	27,480	27,500	15,000	15,000	15,000	15,000
10-300-4405	ANNUAL FIRE INSPECTOR FEES	0	0	7,147	7,147	5,000	5,000	5,000	5,000
10-300-4410	FIRE TRANSPORT FEES	1,652	0	484	484	0	0	0	0
10-300-4420	FIRE BURNT FEE FOR STRUCTURES	2,800	8,400	5,750	5,750	8,400	8,400	8,400	8,400
10-300-4421	FIRE PERMITS	11,425	7,000	1,736	1,800	7,000	7,000	7,000	7,000
10-300-4440	DONATIONS FIRE/EMS	250	100	365	365	100	100	100	100
10-300-4450	EMS SERVICE BILLING	4,712	5,000	940	940	5,000	5,000	5,000	5,000
10-300-4610	RECREATION DEPT RECEIPTS	101,975	61,300	106,561	110,000	60,000	60,000	60,000	60,000
10-300-4611	TURTLE PROGRAMS	6,177	3,846	3,546	3,600	3,000	3,000	3,000	3,000
10-300-4612	REC CENTER SHELTER RENTAL	2,274	2,000	1,500	1,500	1,500	1,500	1,500	1,500
10-300-4620	FUNDRAISING & SPONSORSHIPS	0	2,000	0	0	2,000	2,000	2,000	2,000
10-300-4630	WEIGHT ROOM FEES	53,712	45,000	49,577	50,000	45,000	45,000	45,000	45,000
10-300-4640	PRODUCTS FOR SALE	7,954	6,572	8,979	9,000	6,000	6,000	6,000	6,000

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2018 - 2019**

New Account Number	Description	Previous Year Actual FY 16 - 17	Y.T.D.		Revenue As of 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 2018 - 2019	Manager Recommends	Council Approved
			Current Budget FY 17 - 18	Revenue As of 5/31/2018					
10-300-4710	PIER LEASE	38,949	0	16,296	16,296	0	0	0	0
10-300-8100	MISCELLANEOUS REVENUES	0	10,000	7,960	8,500	10,000	10,000	10,000	10,000
10-300-8200	DONATIONS	50	0	175	175	0	0	0	0
10-300-8410	SALE OF FIXED ASSETS	243	0	54,000	54,000	0	0	0	0
10-300-8420	SALE OF MATERIALS	14,828	0	1,495	1,495	0	0	0	0
10-300-8500	INSURANCE RECOVERY	0	0	0	0	0	0	0	0
10-300-8906	NCLM SAFETY GRANTS	0	0	0	0	0	0	0	0
10-300-8907	NC FORESTRY GRANT	5,700	0	0	0	0	0	0	0
10-300-8908	MOSQUITO CONTROL REVENUE	1,340	0	2,871	2,871	0	0	0	0
10-300-8909	FEMA REIMBURSEMENT/ASSISTANCE	463,790	0	0	0	0	0	0	0
10-300-8912	BRUNSWICK COUNTY RESCUE CONT.	36,957	0	0	0	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
10-300-8918	KAYAK LAUNCH GRANT	55,544	0	0	0	0	0	0	0
10-300-8919	RECREATION DONATIONS	15,038	3,000	12,167	12,167	3,000	3,000	3,000	3,000
10-300-8904	CONNECT NC GRANT	0	28,118	0	0	28,118	28,118	28,118	28,118
10-300-8905	PARTF GRANT	0	100,000	0	0	100,000	100,000	100,000	100,000
10-300-8906	CRFL GRANT	0	10,000	0	0	10,000	10,000	10,000	10,000
10-300-8910	CAMA GRANT	0	98,260	68,827	68,827	16,600	16,600	16,600	16,600
10-300-8925	TRANSFER FROM ACCOMMODATIONS TAX	0	0	0	0	0	0	0	0
10-300-8972	TRANSFER FROM CAPITAL RESERVES	14,160	58,763	58,763	58,763	0	0	0	0
10-300-9110	LOAN PROCEEDS	0	0	0	0	0	0	0	0
10-300-9500	INTEREST INVESTMENTS	49,763	15,000	99,187	100,000	55,000	55,000	55,000	55,000
10-300-9800	APPROPRIATED FUND BALANCE	0	157,349	0	0	0	0	0	0
10-300-9810	APPROPRIATED -POWELL BILL	0	0	0	0	500,000	500,000	500,000	500,000
		15,711,688	12,595,931	13,355,547	13,460,956	13,287,757	13,287,757	13,287,757	13,287,757

**TOWN OF OAK ISLAND
BUDGET SUMMARY - TOWN COUNCIL (10-410)
FY 2018 - 2019**

Account Number	Description	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 2018 - 2019	MANAGER RECOMMENDS	COUNCIL APPROVED
TOWN COUNCIL								
10-410-0210	FEES PAID ELECTED OFFICIALS	39,000	39,000	39,000	39,000	46,200	46,200	46,200
10-410-0300	FICA EXPENSE	2,488	2,984	2,485	2,984	3,534	3,534	3,534
10-410-0800	WORKERS COMPENSATION	720	953	876	953	108	108	108
10-410-2100	DEPARTMENTAL SUPPLIES	640	2,000	1,625	2,000	2,000	2,000	2,000
10-410-2101	VIDEO & TAPING SUPPLIES	2,473	4,000	2,596	3,000	3,000	3,000	3,000
10-410-2406	EMPLOYEE/VOLUNTEER APPRECIATION	0	2,500	0	2,500	2,500	2,500	2,500
10-410-3100	PROFESSIONAL SERVICES - LEGAL	102,936	120,000	136,116	120,000	120,000	120,000	120,000
10-410-3101	PROFESSIONAL SERVICES - OTHER	54,500	66,000	48,648	66,000	66,000	66,000	66,000
10-410-3104	SPECIAL PROJECTS	1,843	8,000	1,792	9,000	9,000	9,000	9,000
10-410-3200	ADVERTISING	5,122	4,143	3,759	4,143	3,500	3,500	3,500
10-410-3300	DUES AND SUBSCRIPTIONS	0	0	0	0	100	100	100
10-410-3600	COUNCIL DEVELOPMENT	2,379	4,000	3,162	4,000	3,900	3,900	3,900
10-410-4600	ELECTION EXPENSES	0	4,857	4,857	4,857	0	0	0
10-410-9100	EXPENDABLE EQUIPMENT	746	3,000	1,613	2,000	2,500	2,500	2,500
10-410	DEPARTMENT TOTAL	212,847	261,437	246,530	260,437	262,343	262,343	262,343

BUDGET SUMMARY - TOWN COUNCIL (10-410)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019

2100	<u>DEPARTMENT SUPPLIES</u>	<u>Based on prior expenditures. Includes supplies, name plates, and funeral flowers / donations</u>	TOTAL =	\$2,000
2101	<u>SUPPLIES - VIDEOTAPING</u>	<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</u>	TOTAL =	\$3,000
2406	<u>EMPLOYEE / VOLUNTEER APPRECIATION DINNER</u>	<u>To cover cost of dinner to reflect Town's appreciation of its volunteers</u>	TOTAL =	\$2,500
3100	<u>PROFESSIONAL SERVICES - LEGAL</u>	<u>Town Attorney Services - projected at \$10,000 per month</u>	120,000	
		<u>Includes other various legal fees / expenses not a part of the Town Attorney's Contract and/or any other professional fees.</u>	<u>0</u>	
			120,000	TOTAL = \$120,000
3101	<u>PROFESSIONAL SERVICES - OTHER</u>	<u>2017 - 2018 Audit Contract estimate of \$66,000</u>	TOTAL =	\$66,000
3104	<u>SPECIAL PROJECTS</u>	<u>To cover special projects that arise during the course of the year (\$750 x 12)</u>	TOTAL =	\$9,000
3200	<u>ADVERTISING</u>	<u>Based on review of current year advertising mostly with State Port Pilot</u>	TOTAL =	\$3,500
3300	<u>DUES AND SUBSCRIPTIONS</u>	<u>North Carolina Mayor's Association</u>	TOTAL =	\$100
3600	<u>COUNCIL DEVELOPMENT</u>	<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.</u>	TOTAL =	\$3,900
4200	<u>ELECTION EXPENSES</u>	<u>No Elections will be held in the upcoming budget year</u>	TOTAL =	\$0
9100	<u>EXPENDABLE EQUIPMENT</u>	<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.</u>	TOTAL =	\$2,500
			TOTAL	<u>\$ 212,500</u>

**TOWN OF OAK ISLAND
DEPARTMENT SUMMARY**

FY 2018 - 2019

TOWN COUNCIL

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>		<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
			<u>FY 2018 - 2019 BUDGET</u>	<u>% CHANGE</u>	<u>FY 2018 - 2019 BUDGET</u>	<u>% CHANGE</u>		
Service Compensation	42,207	42,937	49,843	13.86%	49,843	16.08%	1	
Operating Expenses	170,640	218,500	212,500	-2.82%	212,500	-2.75%	5	
Transfers								
TOTAL	212,847	261,437	262,343	0.35%	262,343	0.35%	6	

PERSONNEL

<u>Full Time</u>	<u>Elected</u>	<u>Total</u>
	6	6

BUDGET SUMMARY - TOWN COUNCIL (10-410)
PERSONNEL COST DATA
FY 2018 - 2019

		2017-2018		
Last Name	First Name	Position	Approved Salary	Recommended Salary
Brochure	Cin	Mayor	\$ 9,000	\$ 10,200
Scott	Loman	Mayor Pro Temp	\$ 6,000	\$ 7,200
Blalock	Charlie	Council	\$ 6,000	\$ 7,200
Bell	Sheila	Council	\$ 6,000	\$ 7,200
Winecoff	Jeff	Council	\$ 6,000	\$ 7,200
Bach	John	Council	\$ 6,000	\$ 7,200
TOTAL ALL SALARIES			\$ 39,000	\$ 46,200
FRINGE BENEFIT COSTS				
FICA & MEDICARE			\$ 2,984	\$ 3,534
WORKERS COMPENSATION			\$ 659	\$ 108
TOTAL FRINGE BENEFIT COSTS			\$ 3,643	\$ 3,643
GRAND TOTAL PERSONNEL BUDGET			\$ 42,643	\$ 49,843

**TOWN OF OAK ISLAND
BUDGET SUMMARY - OUTSIDE AGENCY FUNDING (10-411)
FY 2018 - 2019**

Account Number	Description	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	AGENCY REQUESTS FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
OUTSIDE AGENCY FUNDING								
10-411-3301	BRUNS FAMILY ASSISTANCE	0	2,000	2,000	2,000	2,000	2,000	2,000
10-411-3303	CHAMBER OF COMMERCE	5,000	5,000	5,000	5,000	9,000	9,000	9,000
10-411-3305	OKI SENIOR CITIZENS INC	1,500	1,500	1,500	1,500	1,500	1,500	1,500
10-411-3307	COMMUNITIES IN SCHOOLS	0	1,800	1,800	1,800	1,800	0	0
10-411-3309	OAK ISLAND WATER RESCUE	22,500	22,500	22,500	22,500	23,500	23,500	23,500
10-411-3311	NC FOURTH OF JULY FESTIVAL	2,000	2,000	1,000	2,000	1,000	0	0
10-411-3314	BRUNS COUNTY LITERACY COUNCIL	1,500	0	0	0	0	0	0
10-411-3331	SEA BISCUIT WILDLIFE SHELTER	0	1,000	1,000	1,000	1,000	1,000	1,000
10-411-3332	OAK ISLAND BEAUTIFICATION	0	0	0	0	0	0	0
10-411-3333	BRUNSWICK COUNTY PLANNING	0	3,000	3,000	3,000	0	0	0
10-411-3334	THE WARRIOR RIDE	0	0	0	0	3,000	0	0
10-411-3335	BRUNSWICK CO. AIRPORT	10,000	15,000	15,000	15,000	19,000	15,000	15,000
10-411	OUTSIDE AGENCY FUNDING TOTAL	42,500	53,800	52,800	53,800	61,800	52,000	52,000

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2018 - 2019**

Account Number	Description	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	6/30/18 YE EXPENSE				
ADMINISTRATION									
10-420-0220	SALARIES & WAGES - FULL TIME	745,664	788,477	760,340	788,477	801,329	801,329	801,329	801,329
10-420-0240	SALARIES - OVERTIME		1,000	847	847	0	0	0	0
10-420-0250	CELL PHONE ALLOWANCE	2,350	2,400	3,350	3,600	3,000	3,000	3,000	3,000
10-420-0300	FICA EXPENSE	54,289	60,579	55,912	60,579	61,531	61,531	61,531	61,531
10-420-0410	GROUP INSURANCE	106,538	104,769	113,481	104,769	107,457	107,457	107,457	107,457
10-420-0510	LGERS RETIREMENT	52,431	59,842	57,131	59,842	62,744	62,744	62,744	62,744
10-420-0520	401K SUPP. RETIREMENT	12,921	11,303	15,978	16,500	17,059	17,059	17,059	17,059
10-420-0700	UNEMPLOYMENT INSURANCE	0	3,255	378	378	1,645	1,645	1,645	1,645
10-420-0800	WORKERS COMPENSATION	27,007	27,238	21,781	27,238	1,879	1,879	1,879	1,879
10-420-1000	RETIREE INSURANCE	38,414	56,580	55,084	56,580	37,624	37,624	37,624	37,624
10-420-2100	DEPARTMENTAL SUPPLIES	10,585	18,000	12,843	18,000	18,000	18,000	18,000	18,000
10-420-2105	CASH OVER/SHORT	133	0	(133)	0	0	0	0	0
10-420-3200	ADVERTISING	1,003	2,000	1,995	2,000	2,000	2,000	2,000	2,000
10-420-3300	DUES & SUBSCRIPTIONS	12,338	13,115	12,373	13,115	13,115	13,115	13,115	13,115
10-420-3600	STAFF DEVELOPMENT	8,325	8,000	7,359	8,000	9,000	9,000	9,000	9,000
10-420-3601	MANAGER'S STAFF DEVELOPMENT	0	7,000	1,983	1,983	7,000	7,000	7,000	7,000
10-420-4110	REPAIRS TOWN HALL	6,055	10,000	4,641	4,700	10,000	10,000	10,000	10,000
10-420-4120	MAINT. & REPAIR EQUIPMENT	1,459	6,600	175	175	6,600	6,600	6,600	6,600
10-420-4130	MAINT & REPAIR VEHICLES	876	3,600	2,873	3,000	3,600	3,600	3,600	3,600
10-420-4140	HURRICANE DAMAGE EXPENSE	420,735	-	0	0	0	0	0	0
10-420-4300	TELEPHONE & POSTAGE	14,250	14,500	8,415	14,500	14,500	14,500	14,500	14,500
10-420-4301	INTERNET ACCESS	21,854	14,698	12,183	15,000	16,600	16,600	16,600	16,600
10-420-4308	OAK ISLAND WEB PAGE	7,310	4,500	2,149	2,149	0	0	0	0
10-420-4400	UTILITIES	20,614	22,500	18,406	22,500	24,732	24,732	24,732	24,732
10-420-4500	LIABILITY INSURANCE	213,715	168,568	158,600	158,600	168,568	168,568	168,568	168,568
10-420-4700	MISC - FIRE DISTRICT FEES	11,030	13,885	13,882	13,882	13,885	13,885	13,885	13,885
10-420-5420	CAPITAL OUTLAY-TECHNOLOGY	45,938	60,000	28,762	28,762	50,000	50,000	50,000	50,000
10-420-6100	CONTRACTED SERVICES	177,988	147,200	145,052	147,200	147,200	147,200	147,200	147,200
10-420-6600	BANK, CREDIT CARD & PAYCHEX FEES	24,626	30,000	15,961	22,000	30,000	30,000	30,000	30,000
10-420-7110	DEBT SERVICE-PRINCIPLE	858,000	588,000	588,000	588,000	588,000	588,000	588,000	588,000
10-420-7120	DEBT SERVICE-INTEREST	110,681	52,920	52,920	52,920	39,690	39,690	39,690	39,690
10-420-7400	CAPITAL OUTLAY	0	-	226,661	226,661	0	0	0	0
10-420-9100	EXPENDABLE EQUIPMENT	1,721	2,000	156	2,000	2,000	2,000	2,000	2,000
10-420-9101	EXPENDABLE EQUIPMENT - IT	5,598	10,000	4,067	4,067	5,000	5,000	5,000	5,000
10-420-9646	TRANSFER TO GOLF COURSE-OPERATIONS	146,114	150,055	50,000	50,000	89,480	89,480	89,480	89,480
10-420-9649	TRANSFER TO PIER COMPLEX	0	-	0	0	266,152	266,152	266,152	266,152
10-420-9672	TRANSFER TO CAPITAL RESERVE	259,982	346,941	346,941	346,941	319,424	319,424	319,424	319,424
10-420-9700	RESERVED FOR FUND BALANCE			0	0	0	0	0	0
10-420	DEPARTMENT TOTAL	3,420,545	2,809,525	2,800,545	2,864,965	2,938,815	2,938,815	2,938,815	2,938,815

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

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= **\$18,000**

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= **\$2,000**

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 Administration supporting staff.

TOTAL= **\$9,000**

3601 MANAGER'S STAFF DEVELOPMENT

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

TOTAL= **\$7,000**

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	\$2,500	
RONCO - Telephone System Maintenance	\$1,350	
Remainder for repair of equipment as needed	\$1,750	
Totals	\$6,600	TOTAL= \$6,600

4130 REPAIRS & MAINTENANCE - VEHICLES

Repair to vehicle fleet to be utilized by Town Hall employees

TOTAL= **\$3,600**

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)	\$7,300	
	\$14,500	TOTAL= \$14,600

4301 INTERNET ACCESS

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

TOTAL= **\$16,600**

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	\$168,568	TOTAL= \$168,568

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

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=	<u>\$13,886</u>
5420	<u>CAPITAL OUTLAY TECHNOLOGY</u> Update to computer software, replacement of outdated PC's and printers	TOTAL=	<u>\$50,000</u>
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 \$ 8,400 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 Arbitrage Rebate Calculation - MOVE TO WASTEWATER \$ 4,500 LexisNexis-Accurint \$ 1,600 County DMV Collection Fee \$ 1,200 Fire Sprinkler & Fire Extenquisher Inspections \$ 500 Codification of New Unified Development Ordinance (ORD) \$ 17,000 Municipal Code Updates \$ 4,000 Unanticipated software changes, updates or related costs \$ 15,000	TOTAL=	<u>\$147,200</u>
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=	<u>\$30,000</u>
7110	<u>DEBT SERVICE - PRINCIPAL</u> Includes debt service principal payments for Town Hall Building	TOTAL=	<u>\$588,000</u>
7120	<u>DEBT SERVICE - INTEREST</u> Includes debt service interest payments for the Town Hall Building	TOTAL=	<u>\$39,690</u>
9100	<u>EXPENDABLE EQUIPMENT</u> Estimated per past experience; replacement or new purchases of file cabinets, general office furniture, printers, computer memory	TOTAL=	<u>\$2,000</u>
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=	<u>\$5,000</u>
9646	<u>TRANSFER TO GOLF COURSE</u> To supplement operations of the golf course operations.	TOTAL=	<u>\$89,480</u>
9649	<u>TRANSFER TO PIER COMPLEX</u> To supplement operations of the pier complex	TOTAL=	<u>\$266,162</u>
9672	<u>TRANSFER TO CAPITAL RESERVE</u> Designated funds for future capital items or payoff of general fund bank loans	TOTAL=	<u>\$319,424</u>
		TOTAL	<u>\$1,844,647</u>

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	\$ 1,039,615	\$ 1,115,443	\$ 1,094,268	-1.9%	\$ 1,094,268	-1.9%	Town Manager 1
Operating Expenses	\$ 960,215	\$ 496,166	\$ 491,800	-0.9%	\$ 491,800	-0.9%	Town Clerk 1
Capital Outlay	\$ 45,938	\$ 60,000	\$ 50,000	-16.7%	\$ 50,000	-20.0%	Finance Director 1
Debt Service	\$ 968,681	\$ 640,920	\$ 627,690	-2.1%	\$ 627,690	-2.1%	Human Resource Specialist 1
Transfers	\$ 406,096	\$ 496,996	\$ 675,057	35.8%	\$ 675,057	35.8%	Accounting Services Technician 1
Reserve	\$ -	\$ -	\$ -	-	\$ -	-	Tax Collector 1
							Public Information Officer 1
							Deputy Tax Collector 1
							IT Specialist 1
TOTAL	\$ 3,420,545	\$ 2,809,525	\$ 2,938,815	4.6%	\$ 2,938,815	4.6%	Customer Service Representative 2
							Accounting Technician 1
							Administrative Assistant II 1
							Office Assistant 1
							<hr/>
							14

PERSONNEL FULL-TIME PART-TIME TOTAL
14 0 14

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
PERSONNEL COST DATA
FY 2018 - 2019**

Last Name	First Name	POSITION	2017-2018				Annual Insurance
			GR. Approved Salary	Current Salary	Requested Salary	Approved Salary	
SALARIES-FULLTIME							
			\$ 688,036	\$ 758,156	\$ 758,156	\$ 758,156	\$ 107,457
		TELEPHONE ALLOWANCE	\$600.00	\$ 2,400	\$ 3,000	\$ 3,000	\$ 3,000
TOTAL ALL SALARIES AND ALLOWANCE							
			\$ 690,436	\$ 761,156	\$ 761,156	\$ 761,156	\$ 107,457
		EFFECTIVE MERIT		\$ 26,864	\$ 22,745	\$ 22,745	\$ 22,745
		COLA		\$ 5,703	\$ 17,053	\$ 17,053	\$ 17,053
		CHRISTMAS BONUS	\$225	\$ 3,375	\$ 3,375	\$ 3,375	\$ 3,375
TOTAL SALARIES & OVERTIME							
			\$ 726,378	\$ 804,329	\$ 804,329	\$ 804,329	\$ 804,329
FRINGE BENEFIT COSTS							
		GROUP INSURANCE		\$ 104,769	\$ 107,457	\$ 107,457	\$ 107,457
		FICA & MEDICARE		\$ 60,579	\$ 61,531	\$ 61,531	\$ 61,531
		UNEMPLOYMENT	\$118	\$ 3,255	\$ 1,645	\$ 1,645	\$ 1,645
		LGERS RETIREMENT		\$ 59,842	\$ 62,744	\$ 62,744	\$ 62,744
		401K RETIREMENT		\$ 11,303	\$ 17,059	\$ 17,059	\$ 17,059
		WORKERS COMPENSATION		\$ 27,238	\$ 1,879	\$ 1,879	\$ 1,879
		RETREEE INSURANCE		\$ 56,580	\$ 37,624	\$ 37,624	\$ 37,624
TOTAL FRINGE BENEFIT COSTS							
			\$ 323,566	\$ 289,939	\$ 289,939	\$ 289,939	\$ 289,939
GRAND TOTAL PERSONNEL BUDGET							
			\$ 1,049,944	\$ 1,094,268	\$ 1,094,268	\$ 1,094,268	\$ 1,094,268

**TOWN OF OAK ISLAND
FACILITIES MAINTENANCE DEPARTMENT (10-500)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 18 - 19	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
<u>PUBLIC SERVICES - FACILITIES MAINTENANCE</u>									
10-500-0220	SALARIES & WAGES - FULL TIME	102,705	74,059	133,178	90,000	82,847	82,847	82,847	82,847
10-500-0240	SALARIES & WAGES - OVER TIME	3,826	2,000	1,800	1,500	2,000	2,000	2,000	2,000
10-500-0250	CELL PHONE ALLOWANCE	1,150	1,200	1,200	1,200	1,200	1,200	1,200	1,200
10-500-0300	FICA EXPENSE	8,027	5,819	9,980	6,885	6,491	6,491	6,491	6,491
10-500-0410	GROUP INSURANCE	9,123	12,225	22,399	12,466	16,455	16,455	16,455	16,455
10-500-0510	LGERS RETIREMENT	7,905	5,640	10,180	6,996	6,514	6,514	6,514	6,514
10-500-0520	401K SUPP. RETIREMENT	2,079	1,116	3,184	2,500	1,872	1,872	1,872	1,872
10-500-0700	UNEMPLOYMENT	0	434	50	434	235	235	235	235
10-500-0800	WORKERS COMPENSATION	1,127	1,492	1,506	1,033	3,798	3,798	3,798	3,798
10-500-2100	DEPARTMENTAL SUPPLIES	4,484	5,000	5,137	3,000	5,000	5,000	5,000	5,000
10-500-2300	VEHICLE SUPPLIES	2,641	2,500	2,621	4,500	4,000	4,000	4,000	4,000
10-500-3600	STAFF DEVELOPMENT	60	1,000	10	1,000	1,000	1,000	1,000	1,000
10-500-3710	UNIFORMS	725	1,240	988	1,240	1,240	1,240	1,240	1,240
10-500-4110	MAINT & REPAIR FACILITIES	75,777	105,000	59,728	75,000	90,000	90,000	90,000	90,000
10-500-4120	MAINT. & REPAIR EQUIPMENT	505	500	328	500	500	500	500	500
10-500-4130	MAINT & REPAIRS VEHICLES	705	1,000	597	1,000	1,000	1,000	1,000	1,000
10-500-4140	MAINT. BEACH/WATERWAY ACCESS	25,022	25,000	18,029	25,000	25,000	25,000	25,000	25,000
10-500-4302	TELEPHONE & POSTAGE	2,273	2,000	1,086	2,000	2,000	2,000	2,000	2,000
10-500-4303	INTERNET ACCESS	347	1,900	1,349	1,900	1,900	1,900	1,900	1,900
10-500-4400	UTILITIES	32,825	30,400	29,578	30,400	30,000	30,000	30,000	30,000
10-500-5411	CAPITAL OUTLAY -FACILITIES	0	40,000	23,262	40,000	0	0	-	-
10-500-5420	CAPITAL OUTLAY -EQUIPMENT	0	36,063	33,783	36,063	0	0	-	-
10-500-6100	CONTRACTED SERVICES	54,920	100,000	74,667	100,000	75,000	75,000	75,000	75,000
10-500-9100	EXPENDABLE EQUIPMENT	1,841	1,500	0	1,500	1,000	1,000	1,000	1,000
10-500	DEPARTMENT TOTAL	338,068	457,088	434,644	446,117	359,052	359,052	359,052	359,052

FACILITIES MAINTENANCE DEPARTMENT (10-500)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019

2101	<u>DEPARTMENTAL SUPPLIES</u>	Shop supplies and materials for general facility department operations, such as saw blades, hand tools, nail guns and other general tools.	TOTAL =	\$5,000
<hr/>				
2300	<u>VEHICLE SUPPLIES</u>	Fuel, oil, etc. estimated per past experience.	TOTAL =	\$4,000
<hr/>				
3600	<u>STAFF DEVELOPMENT</u>	Plan for department personnel to attend training classes	TOTAL =	\$1,000
<hr/>				
3710	<u>UNIFORMS</u>	2 @ \$620 per employee - UniFirst Contract	TOTAL =	\$1,240
<hr/>				
4110	<u>MAINT & REPAIR FACILITIES</u>	Repairs to City Hall and Police Department that are not included in department budgets	TOTAL =	\$90,000
<hr/>				
4120	<u>MAINT. & REPAIR EQUIPMENT</u>	Estimated based on review of current year expenditures, includes generators	TOTAL =	\$500
<hr/>				
4130	<u>MAINT. & REPAIR VEHICLES</u>	Estimated based on review of current year expenditures.	TOTAL =	\$1,000
<hr/>				
4140	<u>MAINT. BEACH/WATERWAY ACCESSES</u>	Bluewater Point, Crab Dock and older areas needing more repairs	TOTAL =	\$25,000
<hr/>				
4302	<u>TELEPHONE & POSTAGE</u>	Estimated based on review of current year expenditures.	TOTAL =	\$2,000
<hr/>				
4303	<u>INTERNET ACCESS</u>	Estimated based on review of current year expenditures.	TOTAL =	\$1,900
<hr/>				
4400	<u>UTILITIES</u>	Based on review of current year utility billing	TOTAL =	\$30,000
<hr/>				
6100	<u>CONTRACTED SERVICES</u>	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		
		Other Services	\$21,920	
		Sub-Total	\$75,000	TOTAL = \$75,000
<hr/>				
9100	<u>EXPENDABLE EQUIPMENT</u>	Items less than \$5,000 with a useful life greater than 1 year	TOTAL =	\$1,000
				TOTAL
				\$237,640

**TOWN OF OAK ISLAND
 FACILITIES MAINTENANCE DEPARTMENT (10-500)
 DEPARTMENT SUMMARY
 FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>		<u>APPROVED %</u>	<u>CHANGE</u>	<u>POSITIONS</u>
			<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>	<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>			
Salaries/Benefits	135,942	103,985	121,412	16.8%	121,412	16.8%		1	Facilities Maintenance Tech II
Operating Expenses	202,126	277,040	237,640	-14.2%	237,640	-14.2%		1	Facilities Maintenance Tech
Capital Outlay	0	76,063	0		0				
TOTAL	338,068	457,088	359,052	-21.4%	359,052	-21.4%	-21.4%		
<u>PERSONNEL</u>	<u>2</u>	<u>0</u>	<u>TOTAL</u>		<u>2</u>				<u>2</u>

**TOWN OF OAK ISLAND
FACILITIES MAINTENANCE DEPARTMENT (10-500)
PERSONNEL COST DATA
FY 2018 - 2019**

Last Name	First Name	POSITION	Gr	Approved 2017-2018 Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance
SALARIES-FULLTIME								
				\$ 77,147	\$ 77,147	\$ 77,147	\$ 77,147	\$ 16,455
		CELL PHONE ALLOWANCE	\$600.00	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	
TOTAL SALARIES AND ALLOWANCE								
				\$ 78,347	\$ 78,347	\$ 78,347	\$ 78,347	
EFFECTIVE MERIT								
		COLA	3.00%	2,474	2,314	2,314	2,314	
		OVERTIME	2.2%	525	1,735	1,735	1,735	
		CHRISTMAS BONUS	\$225	2,000	2,000	2,000	2,000	
				450	450	450	450	
TOTAL ALL SALARIES & OVERTIME								
				\$ 83,796	\$ 84,847	\$ 84,847	\$ 84,847	
FRINGE BENEFIT COSTS								
		GROUP INSURANCE		12,225	16,455	16,455	16,455	
		FICA & MEDICARE	7.65%	5,819	6,491	6,491	6,491	
		UNEMPLOYMENT	\$118	434	235	235	235	
		WORKERS COMPENSATION		1,492	3,798	3,798	3,798	
		LGERS RETIREMENT	7.83%	5,640	6,514	6,514	6,514	
		401K RETIREMENT	2.25%	1,116	1,872	1,872	1,872	
TOTAL FRINGE BENEFIT COSTS								
				\$ 26,726	\$ 35,365	\$ 35,365	\$ 35,365	
GRAND TOTAL PERSONNEL BUDGET								
				\$ 110,522	\$ 120,212	\$ 120,212	\$ 120,212	

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREV YR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
10-510-0220	SALARIES & WAGES - FULL TIME	1,120,751	1,240,444	1,184,907	1,240,444	1,225,153	1,225,153	1,225,153
10-510-0240	SALARIES & WAGES - OVERTIME	28,042	30,000	23,473	30,000	30,000	30,000	30,000
10-510-0245	CELL PHONE ALLOWANCE	6,142	7,800	6,844	6,600	14,400	14,400	14,400
10-510-0300	FICA EXPENSE	85,289	97,786	90,141	97,786	97,121	97,121	97,121
10-510-0410	GROUP INSURANCE	158,673	172,907	175,264	172,907	182,899	182,899	182,899
10-510-0510	RETIREMENT EXPENSE	88,674	95,073	99,189	91,280	96,286	96,286	96,286
10-510-0520	SUPP. RETIREMENT - 401K	52,553	55,725	55,979	55,725	55,352	55,352	55,352
10-510-0700	UNEMPLOYMENT	0	5,642	656	5,642	3,055	3,055	3,055
10-510-0800	WORKERS COMPENSATION	28,149	34,097	29,628	25,000	44,825	44,825	44,825
10-510-1000	RETIREE INSURANCE	34,661	54,029	57,313	54,029	49,333	49,333	49,333
10-510-2100	INVESTIGATIONS/ DRUG ENFORCEMENT	6,441	2,000	1,895	2,000	3,000	3,000	3,000
10-510-2101	DEPARTMENTAL SUPPLIES	21,012	7,800	6,735	10,300	10,000	10,000	10,000
10-510-2103	DRUG ENFORCEMENT-NARCOTICS	0	8,000	3,000	8,000	8,000	8,000	8,000
10-510-2300	VEHICLE SUPPLIES	55,318	93,000	49,628	55,000	93,000	93,000	93,000
10-510-3300	DUES & SUBSCRIPTIONS	350	1,175	520	750	1,175	1,175	1,175
10-510-3500	PRINTING	900	1,500	1,360	1,000	1,500	1,500	1,500
10-510-3600	STAFF DEVELOPMENT	7,819	10,000	8,792	10,000	10,000	10,000	10,000
10-510-3710	UNIFORMS	10,849	14,500	13,049	12,000	14,000	14,000	14,000
10-510-4109	MAINT & REPAIR-FACILITIES	0	10,000	2,991	5,000	10,000	10,000	10,000
10-510-4120	MAINT. & REPAIR EQUIPMENT	2,408	3,000	1,635	3,000	3,000	3,000	3,000
10-510-4130	MAINT. & REPAIR VEHICLES	15,315	20,000	10,339	20,000	20,000	20,000	20,000
10-510-4300	TELEPHONE & POSTAGE	11,962	14,000	12,166	14,000	14,000	14,000	14,000
10-510-4301	INTERNET ACCESS	0	4,228	3,875	4,228	4,000	4,000	4,000
10-510-4400	UTILITIES	49,943	28,000	25,342	28,000	27,000	27,000	27,000
10-510-5430	CAPITAL OUTLAY	225,181	-	-	-	-	-	-
10-510-6100	CONTRACTED SERVICES	17,200	32,473	23,845	32,473	37,835	37,835	37,835
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	72,466	42,617	42,617	42,617	31,963	31,963	31,963
10-510-9100	EXPENDABLE EQUIPMENT	0	1,500	-	1,500	1,500	1,500	1,500
10-510-9310	FORFEITURES/EXPENDABLE EQUIP-FED	0	8,490	1,887	8,490	8,490	8,490	8,490
10-510-9320	FORFEITURES/EXPENDABLE EQUIP -STATE	0	11,244	-	11,244	11,244	11,244	11,244
10-510-9672	CAPITAL RESERVE	0	-	-	-	175,000	175,000	175,000
10-510	DEPARTMENT TOTAL	2,573,624	2,580,558	2,406,599	2,522,542	2,756,660	2,756,660	2,756,660

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100 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 = **\$3,000**

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.

TOTAL = **\$10,000**

2103 DRUG ENFORCEMENT - NARCOTICS

This line is used for expenses related to the enforcement of violations of the controlled substance act in include the purchase of illegal narcotics and paying informants.

TOTAL = **\$8,000**

2300 VEHICLE SUPPLIES

This line item is used to purchase gasoline and tires for the Department's vehicle fleet. This line item is used to purchase fuel for the generator located at the police station. Increased due to anticipated bridge closing.

TOTAL = **\$93,000**

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	\$250
North Carolina Police Executives Association	\$50
International Association of Chiefs of Police	\$150
North Carolina Justice Academy Management Development Program Alumni Association	\$125
North Carolina Narcotics Officers Association	\$100
International Conference of Police Chaplains (ICPC)	\$500

Total **\$1,175** TOTAL = **\$1,175**

3500 PRINTING

This line item is used for printing Department stationary 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 = **\$10,000**

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.

TOTAL = **\$14,000**

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 filers 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.

TOTAL = **\$3,000**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

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.

TOTAL = **\$20,000**

4300 TELEPHONE & 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 \$10,800 Postage & Shipping \$ 3,200

TOTAL = **\$14,000**

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**

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.

Southern Software yearly support fee (record management & web-based records sharing system)	\$5,720
Digital Ally (Cloud based Storage and License Fee for Car and Body Cameras)	\$5,187
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)	\$3,500
AXON - TASER International - Second Installment of a 5 year lease	\$6,700
FRMT - Physical, drug screen, hepatitis shots and psychological testing for new employees	\$3,000
Traffic radar calibrations (required annually)	\$1,000
Stericycle (Evidence Disposal)	\$750
TransUnion Investigations Database	\$1,800
Blackbag Technologies	\$650
BFPE (fire extinguisher maintenance for 8 extinguishers in the building)	\$200
Leads Online (On-line investigative service)	\$2,238
Straight Talk (Phones for Narcotics Enforcement)	\$990
Sure-Gen (Generator maintenance)	\$1,000
Hooks System (Computer maintenance and email services)	\$3,500
Phone Maintenance - RONCO	\$1,000

Total \$37,835 TOTAL = **\$37,835**

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 = **\$31,963**

9100 EXPENDABLE EQUIPMENT

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

TOTAL = **\$1,500**

9310 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 = **\$8,490**

9320 FORFEITURES/ASSETS INVENTORY-FED

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 = **\$11,244**

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**

TOTAL **\$958,235**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>	
			<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>	<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>
Salaries/Benefits	1,602,934	1,793,503	1,798,425	0.27%	1,798,425	0.27%
Operating Expenses	199,516	270,910	277,744	2.52%	277,744	2.52%
Capital Outlay	225,181	-	-	-	-	-
Debt Service	545,994	516,145	505,491	-2.06%	505,491	-2.06%
Transfers			175,000		175,000	
TOTAL	2,573,624	2,580,558	2,756,660	6.82%	2,756,660	6.82%

<u>PERSONNEL</u>	<u>FULL-TIME</u>		<u>PART-TIME</u>		<u>TOTAL</u>
	<u>26</u>	<u>6</u>	<u>6</u>	<u>32</u>	

<u>POSITIONS</u>	
Police Chief	1
Assistant Police Chief	1
Captain	1
Sergeant	4
Detective	2
Detective (Narcotics)	1
Narcotic Officer	4
Master Police Officer / MPO	4
Police Officer	2
Police Officer (VACANT)	1
Police Records	1
Admin Support Specialist	1
TOTAL	23

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
PERSONNEL COST DATA**

Last name	First Name	POSITION	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance
Sub-Total Salaries Full Time								
				\$ 1,148,517	\$ 1,134,983	\$ 1,134,983	\$ 1,134,983	\$ 182,899
				\$ 23,801	23,801	23,801	23,801	23,801
		\$600.00		6,600	14,400	14,400	14,400	14,400
				30,000	30,000	30,000	30,000	30,000
		3.00%		36,855	34,456	34,456	34,456	34,456
		2.2%		-	26,064	26,064	26,064	26,064
		\$225		5,625	5,850	5,850	5,850	5,850
				1,251,398	1,269,553	1,269,553	1,269,553	1,269,553
FRINGE BENEFIT COSTS								
				158,673	182,899	182,899	182,899	182,899
		7.65%		85,289	97,121	97,121	97,121	97,121
		8.50%		88,674	94,099	94,099	94,099	94,099
		7.83%		2,914	2,187	2,187	2,187	2,187
		\$118		-	3,055	3,055	3,055	3,055
				23,595	44,825	44,825	44,825	44,825
		5.00%		52,553	55,352	55,352	55,352	55,352
				411,698	479,538	479,539	479,539	479,539
GRAND TOTAL PERSONNEL BUDGET								
				1,663,096	1,749,092	1,749,092	1,749,092	1,749,092

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ANIMAL CONTROL (10-512)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREV YR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
10-512-4500	CONTRACTED SERVICES	56,753	58,455	43,842	58,455	58,455	58,455	58,455
10-510	DEPARTMENT TOTAL	56,753	58,455	43,842	58,455	58,455	58,455	58,455

TOWN OF OAK ISLAND
BUDGET SUMMARY - ANIMAL CONTROL (10-512)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019

4500 **CONTRACTED SERVICES**
Contracted Amount to Brunswick County for Animal Control (\$14,613.75 per quarter) TOTAL = **\$88,455**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	EXPENSE				
<u>FIRE DEPARTMENT</u>									
10-530-0220	SALARIES & WAGES - FULL TIME	978,238	1,057,899	979,955	1,057,899	982,272	982,272	982,272	982,272
10-530-0230	SALARIES & WAGES - PART TIME	56,323	64,285	61,027	64,285	70,305	70,305	70,305	70,305
10-530-0240	SALARIES & WAGES - OVER TIME	89,825	66,801	93,658	66,801	58,718	58,718	58,718	58,718
10-530-0242	BRIDGE CLOSING - PART TIME	0	-	-	-	45,000	45,000	45,000	45,000
10-530-0245	CELL PHONE ALLOWANCE	3,450	4,200	3,650	4,200	4,200	4,200	4,200	4,200
10-530-0250	VOLUNTEER INCENTIVE	4,365	7,500	1,380	1,500	7,500	7,500	7,500	7,500
10-530-0300	FICA	81,983	91,852	83,692	91,852	89,352	89,352	89,352	89,352
10-530-0410	GROUP INSURANCE	144,011	151,916	140,753	151,916	134,139	134,139	134,139	134,139
10-530-0510	RETIREMENT/PENSION	77,484	89,668	79,924	89,668	90,092	90,092	90,092	90,092
10-530-0520	401K RETIREMENT	21,095	16,660	26,929	16,660	23,294	23,294	23,294	23,294
10-530-0700	UNEMPLOYMENT	0	5,417	630	630	3,503	3,503	3,503	3,503
10-530-0800	WORKERS COMPENSATION	28,232	35,946	31,489	35,946	45,019	45,019	45,019	45,019
10-530-2101	DEPARTMENTAL SUPPLIES	28,503	40,000	36,043	40,000	45,000	45,000	45,000	45,000
10-530-2102	HEAVY RESCUE SUPPLIES	8,507	10,000	9,965	10,000	10,000	10,000	10,000	10,000
10-530-2103	MEDICAL SUPPLIES	10,726	12,500	7,274	12,500	12,500	12,500	12,500	12,500
10-530-2200	OFFICE SUPPLIES	866	2,000	1,123	2,000	2,000	2,000	2,000	2,000
10-530-2300	VEHICLES SUPPLIES	20,950	25,000	21,611	25,000	25,000	25,000	25,000	25,000
10-530-2350	VEHICLES SUPPLIES-BRIDGE CLOSING	0	-	-	-	7,500	7,500	7,500	7,500
10-530-2400	COMMUNITY ACTIVITIES	13,321	3,500	3,173	3,500	3,500	3,500	3,500	3,500
10-530-3300	DUES & SUBSCRIPTIONS	-1,271	20,000	10,226	10,500	20,000	20,000	20,000	20,000
10-530-3600	STAFF DEVELOPMENT	23,361	20,000	16,820	16,820	20,000	20,000	20,000	20,000
10-530-3710	UNIFORMS	12,850	12,500	11,397	12,500	12,500	12,500	12,500	12,500
10-530-4109	MAINT. OF BLDGS & GROUNDS	42,652	50,000	45,290	47,000	50,000	50,000	50,000	50,000
10-530-4120	MAINT. & REPAIR EQUIPMENT	6,461	10,000	6,549	9,000	10,000	10,000	10,000	10,000
10-530-4130	MAINT. & REPAIR VEHICLES	40,368	45,000	34,942	40,000	50,000	50,000	50,000	50,000
10-530-4304	TELEPHONE & POSTAGE	5,392	7,200	4,513	5,500	7,500	7,500	7,500	7,500
10-530-4305	INTERNET ACCESS	3,955	4,300	4,153	4,300	4,000	4,000	4,000	4,000
10-530-4400	UTILITIES	27,200	29,000	23,589	29,000	29,000	29,000	29,000	29,000
10-530-4500	LIABILITY INSURANCE	0	53,305	53,591	53,591	45,500	45,500	45,500	45,500
10-530-5430	CAPITAL OUTLAY	54,278	40,000	36,624	36,624	-	-	-	-
10-530-6100	CONTRACTED SERVICES	65,640	65,000	61,693	65,000	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	572,100
10-530-7120	DEBT SERVICE-INTEREST	88,923	89,934	51,489	51,489	67,451	67,451	67,451	67,451
10-530-9102	EXPENDABLE EQUIPMENT	25,815	30,000	18,816	30,000	41,825	41,825	41,825	41,825
10-530-9672	TRANSFER TO CAPITAL RESERVE	0	100,000	100,000	100,000	50,000	50,000	50,000	50,000
10-530	DEPARTMENT TOTAL	2,535,602	2,833,483	2,634,069	2,757,781	2,708,769	2,708,769	2,708,769	2,708,769

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2101	<u>DEPARTMENTAL SUPPLIES</u> 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.	TOTAL = \$45,000
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2102	<u>HEAVY RESCUE SUPPLIES</u> 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.	TOTAL = \$10,000
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2103	<u>MEDICAL SUPPLIES</u> 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
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2200	<u>OFFICE SUPPLIES</u> 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 = \$2,000
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2300	<u>VEHICLE SUPPLIES</u> 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
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2350	<u>VEHICLE SUPPLIES</u> This line item is for the estimated additional diesel and regular fuel for all vehicles due to the anticipated bridge closing	TOTAL = \$7,500
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2400	<u>COMMUNITY PROGRAMS EXPENSES</u> 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 = \$3,500
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3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, certification renewals and subscriptions to professional journals, etc. Also includes membership into the NCA&R&EMS Brotherhood. The active 911 Program (Used by OIFD Personnel and Town of Oak Island Elected Official, Fire Manager Scheduling Program and NFPA Subscription utilized by both OIFD and Development Services.	TOTAL = \$20,000
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3600	<u>STAFF DEVELOPMENT</u> 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).	TOTAL = \$20,000
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3710	<u>UNIFORMS</u> Included in this request are uniforms, boots, and other uniform items for all personnel. The line item also includes Class A & B Dress Uniforms and Color Guard Uniforms.	TOTAL = \$12,500

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

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. This line item also reflects HVAC repairs, bay door repairs and other repairs and maintenance on all three stations. Also included is minor & major upgrades such as replacement windows, carpeting, floor tiles, interior & exterior paint & supplies, kitchen remodel and other general updates and repairs at the Shannon Fire Station (Station 1)	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 Marshall) 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 = \$45,500
5430	<u>CAPITAL OUTLAY</u> No Capital Outlay request this year	TOTAL = \$0
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 = \$67,451
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 included in this line item are 3 replacement computers for the fire stations. This line item also reflects the purchase of 2 Knox MedVaults for 2 Fire Engines to secure several different narcotics we are required to carry for Paramedic Level Response. Securing and tracking of these narcotics is required by NCOEMS, DHHS and DEA. Also includes \$10,000 for portable radio replacement	TOTAL = \$41,825
9672	<u>TRANSFER TO CAPITAL RESERVE</u> This line item is for the future purchase of fire trucks or Equipment.	TOTAL = \$50,000
	Summary	\$1,155,376

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits	1,485,006	1,592,144	1,553,394	-2.43%	1,553,394	-2.43%
Operating Expenses	335,295	439,305	465,825	6.04%	465,825	6.04%
Capital Outlay	54,278	40,000	-	-100.00%	-	-100.00%
Debt Service	661,023	662,034	639,551	-3.40%	639,551	-3.40%
Transfers	-	100,000	50,000		50,000	
TOTAL	2,535,602	2,833,483	2,708,769	-4.40%	2,708,769	-4.40%

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	20	9	29

<u>POSITIONS</u>	
Fire Chief	1
Assistant Chief/Training	1
Fire Marshal	1
Administrative	1
Captains	3
Lieutenants	3
Firefighters - F/T	10
Firefighters - F/T (VACANT)	1
Firefighters Part Time	9
Firefighters -Part Time (VACANT)	2
TOTAL	32

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2018 - 2019**

Last Name	First Name	POSITION	Gr.	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULL TIME									
				\$ 852,970	\$ 852,970	\$ 852,970	\$ 852,970	\$	20
SUBTOTAL SALARIES PART TIME									
				\$ 70,305	\$ 115,305	\$ 115,305	\$ 115,305	\$	11
				\$ 74,568	\$ 74,568	\$ 74,568	\$ 74,568		
				\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200		
			\$600.00	\$ 19,755	\$ 25,589	\$ 25,589	\$ 25,589		7
			3.00%						
			2.2%	\$ 8,133	\$ 23,456	\$ 23,456	\$ 23,456		
				\$ 5,688	\$ 5,688	\$ 5,688	\$ 5,688		
				\$ 58,666	\$ 58,718	\$ 58,718	\$ 58,718		
				\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500		
				\$ 178,510	\$ 199,719	\$ 199,719	\$ 199,719		
SUBTOTAL SALARIES-TEMPORARY PART-TIME									
				\$ 1,101,785	\$ 1,167,994	\$ 1,167,994	\$ 1,167,994		
TOTAL ALL SALARIES & OVERTIME									
				\$ 151,916	\$ 134,139	\$ 134,139	\$ 134,139		
				\$ 91,852	\$ 89,352	\$ 89,352	\$ 89,352		
			7.65%	\$ 5,417	\$ 3,503	\$ 3,503	\$ 3,503		
			\$118	\$ 24,874	\$ 45,019	\$ 45,019	\$ 45,019		
				\$ 89,668	\$ 90,092	\$ 90,092	\$ 90,092		
			7.83%	\$ 16,660	\$ 23,294	\$ 23,294	\$ 23,294		
			2.25%	\$ 380,387	\$ 385,399	\$ 385,399	\$ 385,399		
TOTAL FRINGE BENEFIT COSTS									
				\$ 1,482,172	\$ 1,553,394	\$ 1,553,394	\$ 1,553,394		
GRAND TOTAL PERSONNEL BUDGET									

**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED FY 17 - 18 EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
COMMUNITY DEVELOPMENT DEPARTMENT								
10-540-0220	SALARIES & WAGES - FULL TIME	404,139	463,101	429,003	463,101	521,670	521,670	521,670
10-540-0240	SALARIES & WAGES - OVERTIME	8,546	6,000	14,449	14,500	6,000	6,000	6,000
10-540-0250	CELL PHONE ALLOWANCE	2,750	3,600	4,000	4,000	5,400	5,400	5,400
10-540-0300	FICA EXPENSE	29,326	36,162	32,164	36,162	40,780	40,780	40,780
10-540-0410	GROUP INSURANCE	64,999	70,002	70,786	75,000	78,705	78,705	78,705
10-540-0510	LGERS RETIREMENT	29,626	35,558	33,449	35,558	41,317	41,317	41,317
10-540-0520	401K SUPP. RETIREMENT	5,790	7,037	7,149	7,300	11,873	11,873	11,873
10-540-0700	UNEMPLOYMENT	0	2,170	252	252	1,293	1,293	1,293
10-540-0800	WORKERS COMPENSATION	10,187	13,486	11,577	13,486	11,476	11,476	11,476
10-540-2100	DEPARTMENTAL SUPPLIES	3,240	3,500	3,468	3,500	3,500	3,500	3,500
10-540-2102	ADVISORY BOARD EXPENSES	634	1,500	21	500	1,500	1,500	1,500
10-540-2300	VEHICLE SUPPLIES-FUEL, OIL	4,348	7,000	6,091	7,000	5,500	5,500	5,500
10-540-3105	CONSULTING - PLANNING SERVICES	36,263	0	0	0	0	0	0
10-540-3200	ADVERTISING	852	0	0	0	0	0	0
10-540-3300	DUES & SUBSCRIPTIONS	242	2,000	802	802	1,000	1,000	1,000
10-540-3500	PRINTING	443	1,000	540	540	1,000	1,000	1,000
10-540-3600	STAFF DEVELOPMENT	5,026	5,000	3,016	3,016	6,000	6,000	6,000
10-540-3710	UNIFORMS	636	1,250	580	580	1,250	1,250	1,250
10-540-4120	MAINT. & REPAIR EQUIPMENT	35	500	0	0	500	500	500
10-540-4300	TELEPHONE & POSTAGE	3,005	4,500	2,863	3,000	3,000	3,000	3,000
10-540-4301	INTERNET ACCESS	0	1,850	1,696	1,800	0	0	0
10-540-4800	HOMEOWNERS RECOVERY FUND	2,718	2,100	2,025	2,100	2,000	2,000	2,000
10-540-5420	CAPITAL OUTLAY	22,215	34,117	23,619	23,619	27,669	27,669	27,669
10-540-6100	CONTRACTED SERVICES	12,157	10,000	8,855	10,000	8,200	8,200	8,200
10-540-6107	URBAN & COMMUNITY FOREST SERV	5,500	0	0	0	0	0	0
10-540-9672	TRANSFER TO CAPITAL RESERVE	0	0	0	0	10,000	10,000	10,000
10-540	DEPARTMENT TOTAL	652,678	711,433	656,405	705,816	789,632	789,632	789,632

**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	Based on past cost of paper, ink and other office supplies	TOTAL =	\$3,500
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2102	<u>ADVISORY BOARD EXPENSES</u>		
	Board member supplies, name plates, training.	TOTAL =	\$1,500
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2300	<u>VEHICLE SUPPLIES & REPAIRS</u>		
	Gas, oil, repairs on existing fleet.	TOTAL =	\$5,500
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3300	<u>DUES & SUBSCRIPTIONS</u>		
	Certificates - Building Inspectors (15 X \$10 = \$150.00)	150	
	Associations - NCAZO -\$60, AICP \$300. and NCFPM \$60.	420	
	Code Books	430	
	Sub-Total	1,000	TOTAL = \$1,000
<hr/>			
3500	<u>PRINTING</u>		
	Outside printing. Brochures, CRS	TOTAL =	\$1,000
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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 =	\$6,000
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3710	<u>UNIFORMS</u>		
	To purchase uniforms (shirts: 10 staff 4 shirts each at \$31.25 cost per shirt).	TOTAL =	\$1,250
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4120	<u>MAINT. & REPAIR EQUIPMENT</u>		
	Repair of miscellaneous office equipment	TOTAL =	\$500
<hr/>			
4300	<u>TELEPHONE & POSTAGE</u>		
	Based on review of current year invoicing \$3,000.	TOTAL =	\$3,000
<hr/>			
4301	<u>INTERNET ACCESS</u>		
	Computer internet access service from Time Warner Cable.	TOTAL =	\$0
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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
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5420	<u>CAPITAL OUTLAY</u>		
	Ford F-150 tp replace vehicle with over 153,000 miles.Plus sales tax & title work	26,169	
	Computer for new code enforcement officer	1,500	
	Sub-total	27,669	TOTAL = \$27,669
<hr/>			
6100	<u>CONTRACTED SERVICES</u>		
	Intern Program	2,500	
	Copier maintenance service contract	1,550	
	Printer lease	2,350	
	ESRT	400	
	CPS services	1,400	
	Sub-total	8,200	TOTAL = \$8,200
<hr/>			
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Begin transfer to Capital Reserve for the replacement of vehicles in future budget years.	TOTAL =	\$10,000
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		TOTAL	\$71,119

**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
DEPARTMENT SUMMARY
FY 2018 - 2019**

COMMUNITY DEVELOPMENT DEPARTMENT		REQUESTED	REQUESTED	APPROVED	APPROVED	POSITIONS
EXPENDITURES	FY 16 - 17	FY 17 - 18	FY 18 - 19	FY 18 - 19	%	
	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE	
Salaries/Benefits	555,363	637,116	718,513	718,513	12.78%	1
Operating Expenses	97,314	74,317	43,450	43,450	-41.53%	1
Capital Outlay	0	-	27,669	27,669		2
TOTAL	652,678	711,433	789,632	789,632	10.99%	2
PERSONNEL	FULL-TIME	PART-TIME	TOTAL			
	11	0	11			<u>11</u>

Development Services Director
 Planning and Zoning Administrator
 Sr Code Enforcement Officer
 Code Enforcement Officer
 Code Enforcement Officer (NEW)
 Zoning Technician
 Permit Specialist

TOTAL

**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
PERSONNEL COST DATA**

First Name	Last Name	POSITION	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME								
			\$ 495,410	\$ 493,301	\$ 493,301	\$ 493,301	\$	11
Cell Phone Allowance			\$ 2,400	\$ 5,400	\$ 5,400	\$ 5,400		9
Overtime			\$ 4,500	\$ 6,000	\$ 6,000	\$ 6,000		
Effective Merit			\$ 17,686	\$ 14,799	\$ 14,799	\$ 14,799		
COLA			\$ 2.2%	\$ 11,096	\$ 11,096	\$ 11,096		
Christmas Bonus			\$ 2,025	\$ 2,475	\$ 2,475	\$ 2,475		
TOTAL ALL SALARIES & OVERTIME			\$ 522,021	\$ 533,070	\$ 533,070	\$ 533,070		
FRINGE BENEFIT COSTS								
Group Insurance			\$ 64,999	\$ 78,705	\$ 78,705	\$ 78,705		
FICA & Medicare			\$ 36,162	\$ 40,780	\$ 40,780	\$ 40,780		
Unemployment			\$ 2,170	\$ 1,293	\$ 1,293	\$ 1,293		
LGERS Retirement			\$ 35,558	\$ 41,317	\$ 41,317	\$ 41,317		
401K Retirement			\$ 7,037	\$ 11,873	\$ 11,873	\$ 11,873		
Workers Compensation			\$ 13,486	\$ 11,476	\$ 11,476	\$ 11,476		
TOTAL FRINGE BENEFIT COSTS			\$ 159,412	\$ 185,443	\$ 185,443	\$ 185,443		
GRAND TOTAL PERSONNEL BUDGET			\$ 681,434	\$ 718,513	\$ 718,513	\$ 718,513		

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	6/30/18 YE EXPENSE				
10-545-0220	SALARIES & WAGES - FULL TIME	33,835	100,356	40,289	67,441	112,651	112,651	112,651	112,651
10-545-0250	CELL PHONE ALLOWANCE	0	600	0	600	600	600	600	600
10-545-0300	FICA EXPENSE	2,533	7,723	3,044	5,159	8,664	8,664	8,664	8,664
10-545-0410	GROUP INSURANCE	8,361	12,301	6,693	6,000	13,138	13,138	13,138	13,138
10-545-0510	LGERS RETIREMENT	2,440	7,259	3,265	3,000	8,347	8,347	8,347	8,347
10-545-0520	401K SUPP. RETIREMENT	0	1,437	0	0	2,399	2,399	2,399	2,399
10-545-0700	UNEMPLOYMENT	0	434	50	434	235	235	235	235
10-545-0800	WORKERS COMPENSATION	3,271	4,331	3,210	4,331	264	264	264	264
10-545-1000	RETIREE INSURANCE	10,119	13,884	14,014	13,884	13,980	13,980	13,980	13,980
10-545-2100	DEPARTMENTAL SUPPLIES	2,063	3,250	1,359	3,250	3,000	3,000	3,000	3,000
10-545-2300	VEHICLE SUPPLIES	249	1,500	1,246	1,500	1,500	1,500	1,500	1,500
10-545-3600	STAFF DEVELOPMENT	210	1,000	0	1,000	1,000	1,000	1,000	1,000
10-545-3710	UNIFORMS	0	620	139	300	680	680	680	680
10-545-3720	OSHA COMPLIANCE ITEMS	932	2,000	690	1,000	1,500	1,500	1,500	1,500
10-545-4130	MAINT. & REPAIR VEHICLES	128	500	99	500	500	500	500	500
10-545-4140	MAINT FUEL SYSTEM/TANKS	16,953	25,306	16,061	20,000	20,000	20,000	20,000	20,000
10-545-4300	TELEPHONE & POSTAGE	497	1,000	713	500	750	750	750	750
10-545-4301	INTERNET ACCESS	0	265	242	265	300	300	300	300

10-545 DEPARTMENT TOTAL

81,590 183,766 91,115 129,164 189,507 189,507 189,507

**TOWN OF OAK ISLAND
 BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

1000 **RETIREE INSURANCE**

Outside Cost to Managed Exchange for vested retiree from Department TOTAL = **\$13,980**

2100 **DEPARTMENTAL SUPPLIES**

Estimated per review of current year invoicing TOTAL = **\$3,000**

2300 **VEHICLE SUPPLIES**

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

3600 **STAFF DEVELOPMENT**

Stay current with the changes in environmental changes, technology, regulations, and VEHICLE safety. TOTAL = **\$1,000**

3710 **UNIFORMS**

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

3720 **OSHA COMPLIANCE ITEMS**

Items needed during the year for safety issues. TOTAL = **\$1,500**

4130 **MAINTENANCE & REPAIR VEHICLES**

Estimated per review of current year invoicing TOTAL = **\$500**

4140 **MAINTENANCE FUEL SYSTEM TANKS**

Estimated on quotes from vendors and current year invoicing TOTAL = **\$20,000**

4300 **TELEPHONE & POSTAGE**

Estimated per review of current year invoicing TOTAL = **\$750**

4301 **INTERNET ACCESS**

Based on review of current year invoices for internet TOTAL = **\$300**

TOTAL = **\$43,210**

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
DEPARTMENT SUMMARY
FY 2018 - 2019**

PUBLIC SERVICES - PUBLIC WORKS - ADMINISTRATION

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits	60,559	148,325	146,297	-1.37%	146,297	-1.37%
Operating Expenses	21,032	35,176	28,930	-17.76%	28,930	-17.76%
TOTAL	81,590	183,501	175,227	-4.51%	175,227	-4.51%

<u>POSITIONS</u>	
Public Works Director	1
Admin Support Specialist	1
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 - PUBLIC WORKS - ADMIN (10-545)
PERSONNEL COST DATA
FY 2018 - 2019

FIRST NAME	LAST NAME	POSITION	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME									
			\$	106,605	106,605	106,605	106,605	\$	2
EFFECTIVE MERIT			3.00%	3,806	3,198	3,198	3,198		
COLA			2.2%	-	2,398	2,398	2,398		
CELL PHONE ALLOWANCE			\$600.00	600	600	600	600		
CHRISTMAS BONUS			\$225	450	450	450	450		
TOTAL ALL SALARIES & OVERTIME									
			\$	111,460	113,251	113,251	113,251	\$	113,251
FRINGE BENEFIT COSTS									
GROUP INSURANCE				12,301	13,138	13,138	13,138		
FICA & MEDICARE			7.65%	7,723	8,664	8,664	8,664		
UNEMPLOYMENT			\$118	434	235	235	235		
LGERS RETIREMENT			7.83%	7,259	8,347	8,347	8,347		
401K RETIREMENT			2.25%	1,437	2,399	2,399	2,399		
WORKERS COMPENSATION				4,331	264	264	264		
TOTAL FRINGE BENEFIT COSTS									
			\$	33,485	33,047	33,047	33,047	\$	33,047
GRAND TOTAL PERSONNEL BUDGET									
			\$	144,945	146,297	146,297	146,297	\$	146,297

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	EXPENSE				
<u>PUBLIC SERVICES - FLEET MAINTENANCE</u>									
10-550-0220	SALARIES & WAGES - FULL TIME	88,959	94,069	90,233	94,069	103,280	103,280	103,280	103,280
10-550-0240	SALARIES & WAGES - OVER TIME	272	2,000	0	2,000	2,000	2,000	2,000	2,000
10-550-0250	CELL PHONE ALLOWANCE	600	1,200	600	1,200	1,200	1,200	1,200	1,200
10-550-0300	FICA EXPENSE	6,765	7,196	6,881	7,196	7,901	7,901	7,901	7,901
10-550-0410	GROUP INSURANCE	11,838	12,275	13,427	12,275	13,089	13,089	13,089	13,089
10-550-0510	LGERS RETIREMENT	6,519	7,005	6,807	7,005	7,958	7,958	7,958	7,958
10-550-0520	401K SUPP. RETIREMENT	1,300	1,386	1,250	1,386	2,287	2,287	2,287	2,287
10-550-0700	UNEMPLOYMENT	0	434	50	434	235	235	235	235
10-550-0800	WORKERS COMPENSATION	2,064	2,733	2,355	2,733	4,265	4,265	4,265	4,265
10-550-2100	DEPARTMENTAL SUPPLIES	6,049	5,750	3,255	8,000	8,000	8,000	8,000	8,000
10-550-2300	VEHICLE SUPPLIES	9,770	10,000	8,387	10,000	10,000	10,000	10,000	10,000
10-550-3600	STAFF DEVELOPMENT	0	1,000	165	1,000	1,000	1,000	1,000	1,000
10-550-3710	UNIFORMS	692	1,490	1,289	1,490	1,240	1,240	1,240	1,240
10-550-4120	MAINT. & REPAIR EQUIPMENT	1,508	2,000	1,408	2,000	3,000	3,000	3,000	3,000
10-550-4130	MAINT. & REPAIR VEHICLES	1,185	2,000	386	2,000	2,000	2,000	2,000	2,000
10-550-4300	TELEPHONE & POSTAGE	879	1,000	786	1,000	1,000	1,000	1,000	1,000
10-550-4301	INTERNET ACCESS	0	265	242	265				
10-550-6100	CONTRACTED SERVICES	845	4,000	1,298	4,000	4,000	4,000	4,000	4,000
10-550-9100	EXPENDABLE EQUIPMENT	2,180	5,000	1,356	5,000	3,500	3,500	3,500	3,500
10-550	DEPARTMENT TOTAL	141,427	160,803	140,174	163,053	175,954	175,954	175,954	175,954

**TOWN OF OAK ISLAND
 BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u>	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 = \$8,000
<hr/>			
2300	<u>VEHICLE SUPPLIES</u>	Oil and transmission fluids for all departments. 55 gallon drum prices and review of current year activity	TOTAL = \$10,000
<hr/>			
3600	<u>STAFF DEVELOPMENT</u>	Stay current with the changes in environmental changes, technology, regulations, and VEHICLE safety.	TOTAL = \$1,000
<hr/>			
3710	<u>UNIFORMS</u>	Based on contract with UniFirst for two (2) department personnel at \$620. each	TOTAL = \$1,240
<hr/>			
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>	Based on review of current year activity	TOTAL = \$3,000
<hr/>			
4130	<u>MAINTENANCE & REPAIR VEHICLES</u>	Based on review of current year activity for three vehicles in department fleet (4 wheel drive truck, Crown Vic & Pick Up)	TOTAL = \$2,000
<hr/>			
4300	<u>TELEPHONE & POSTAGE</u>	Based on review of current and prior years.	TOTAL = \$1,000
<hr/>			
6100	<u>CONTRACTED SERVICES/LABOR</u>	A fee to pick up used oil by Noble Oil Includes funding for preventive maintenance contract for maintaining town generators. Also, includes estimated funds for disposal of hazardous waste and other miscellaneous contracted services.	TOTAL = \$4,000
<hr/>			
9100	<u>EXPENDABLE EQUIPMENT</u>	Contingency for tools, vehicle maintenance equipment, etc. state inspections software update.	TOTAL = \$3,500
			TOTAL = <u>\$33,740</u>

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
DEPARTMENT SUMMARY
FY 2018 - 2019**

PUBLIC SERVICES - FLEET MAINTENANCE

<u>EXPENDITURES</u>	FY 16 - 17 <u>ACTUAL</u>	FY 17 - 18 <u>BUDGET</u>	REQUESTED		APPROVED		APPROVED %	<u>CHANGE</u>	<u>POSITIONS</u>
			FY 18 - 19 <u>BUDGET</u>	% <u>CHANGE</u>	FY 18 - 19 <u>BUDGET</u>	% <u>CHANGE</u>			
Salaries/Benefits	118,317	128,298	142,214	10.85%	142,214	10.85%	10.85%	Sr. Equipment Mechanic	1
Operating Expenses	23,109	32,505	33,740	3.80%	33,740	3.80%	3.80%	Equipment Mech	1
TOTAL	141,427	160,803	175,954	9.42%	175,954	9.42%	9.42%	TOTAL	2

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

TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
PERSONNEL COST DATA
FY 2018 - 2019

First Name	Last Name	Position	GR	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
TOTAL BASE SALARIES-FULLTIME									
				\$ 86,674	\$ 94,661	\$ 94,661	\$ 94,661	\$	2
EFFECTIVE MERIT			3.00%	-	2,840	2,840	2,840		
COLA			2.2%	-	2,129	2,129	2,129		
OVERTIME				2,000	2,000	2,000	2,000		
CELLPHONE ALLOWANCE			\$600.00	1,200	1,200	1,200	1,200		
CHRISTMAS BONUS			\$225	450	450	450	450		
TOTAL ALL SALARIES & OVERTIME									
				\$ 90,324	\$ 103,280	\$ 103,280	\$ 103,280		
FRINGE BENEFIT COSTS									
GROUP INSURANCE				12,275	13,089	13,089	13,089		
FICA AND MEDICARE			7.65%	7,196	7,901	7,901	7,901		
UNEMPLOYMENT			\$118	434	235	235	235		
LGERS RETIREMENT			7.83%	7,005	7,958	7,958	7,958		
401K RETIREMENT			2.25%	1,386	2,287	2,287	2,287		
WORKERS COMPENSATION				1,891	4,265	4,265	4,265		
GRAND TOTAL PERSONNEL BUDGET									
				\$ 120,511	\$ 139,014	\$ 139,014	\$ 139,014		

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
10-570-0220	SALARIES & WAGES - FULL TIME	175,478	250,830	181,854	250,830	275,543	275,543	275,543	275,543
10-570-0240	SALARIES & WAGES - OVER TIME	5,215	8,000	4,699	5,000	8,000	8,000	8,000	8,000
10-570-0250	CELL PHONE ALLOWANCE	0	1,800	450	750	2,400	2,400	2,400	2,400
10-570-0300	FICA EXPENSE	13,585	19,800	13,896	15,748	21,691	21,691	21,691	21,691
10-570-0410	GROUP INSURANCE	29,022	45,979	36,454	38,728	48,710	48,710	48,710	48,710
10-570-0510	LGERS RETIREMENT	13,287	19,363	13,655	15,087	21,890	21,890	21,890	21,890
10-570-0520	401K SUPP. RETIREMENT	2,344	3,832	2,270	3,079	6,290	6,290	6,290	6,290
10-570-0700	UNEMPLOYMENT	0	1,519	177	1,519	823	823	823	823
10-570-0800	WORKERS COMPENSATION	4,620	6,116	5,717	6,116	15,869	15,869	15,869	15,869
10-570-2100	DEPARTMENTAL SUPPLIES	6,632	14,000	8,945	8,000	8,000	8,000	8,000	8,000
10-570-2101	MOSQUITO CONTROL	5,272	15,000	8,542	15,000	15,000	15,000	15,000	15,000
10-570-2300	VEHICLE SUPPLIES	22,865	18,975	18,726	20,000	25,000	25,000	25,000	25,000
10-570-3600	STAFF DEVELOPMENT	2,401	4,000	980	1,000	3,000	3,000	3,000	3,000
10-570-3710	UNIFORMS	2,228	3,720	3,420	3,700	3,720	3,720	3,720	3,720
10-570-4120	MAINT & REPAIR EQUIPMENT	18,854	19,000	16,091	19,000	19,000	19,000	19,000	19,000
10-570-4130	MAINT & REPAIR VEHICLES	12,330	21,025	20,247	18,000	18,000	18,000	18,000	18,000
10-570-4140	MAINT & REPAIR STREET ENDS	23,849	41,000	37,330	36,000	60,000	60,000	60,000	60,000
10-570-4300	TELEPHONE & POSTAGE	560	500	222	500	500	500	500	500
10-570-4301	INTERNET ACCESS	0	265	242	265	0	0	0	0
10-570-4400	UTILITIES	5,330	21,835	8,163	11,835	10,000	10,000	10,000	10,000
10-570-5410	CAPITAL OUTLAY		34,599	34,599	34,599	2,500	2,500	2,500	2,500
10-570-5420	SODIUM LIGHT SYSTEM(STREET)	112,155	106,300	103,034	106,300	106,300	106,300	106,300	106,300
10-570-6101	CONTRACTED SERVICES-OTHER	7,670	30,000	2,517	30,000	20,000	20,000	20,000	20,000
10-570-6102	CONTRACTED SERVICES-MOWING	278,867	270,000	226,189	270,000	270,000	270,000	270,000	270,000
10-570-6103	CONTRACT SVCS - PAVING	0	20,000	13,543	30,000	30,000	30,000	30,000	30,000
10-570-6104	CONTRACT SVCS - SIDEWALKS	0	1,000	0	1,000	10,000	10,000	10,000	10,000
10-570-6105	CONTRACT SVCS - POWELL BILL	14,830	300,000	35,350	300,000	800,000	800,000	800,000	800,000
10-570-9100	EXPENDABLE EQUIPMENT	0	0	900	901	1,000	1,000	1,000	1,000
10-570-9672	TRANSFER TO CAPITAL RESERVE	40,000	0	0	0	0	0	0	0
10-570	DEPARTMENT TOTAL	797,393	1,278,458	798,211	1,242,957	1,803,237	1,803,237	1,803,237	1,803,237

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u> Based on review of current year and prior year expenditures	TOTAL = \$8,000
2101	<u>MOSQUITO CONTROL</u> Based on estimated cost for current year.	TOTAL = \$15,000
2300	<u>VEHICLE SUPPLIES</u> Cost of fuel, oil and other vehicle expenses	TOTAL = \$25,000
3600	<u>STAFF DEVELOPMENT</u> Stay current with the changes in environmental changes, technology, regulations, and VEHICLE safety. Also includes additional asphalt training.	TOTAL = \$3,000
3710	<u>UNIFORMS</u> Estimate per past experience for 6 department personnel @ \$620.00 each	TOTAL = \$3,720
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Based on review of current year invoicing	TOTAL = \$19,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Based on review of current year invoicing	TOTAL = \$18,000
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 = \$60,000
4300	<u>TELEPHONE & POSTAGE</u> Based on review of current year invoicing	TOTAL = \$500
4400	<u>UTILITIES</u> Based on review of current year activity.	TOTAL = \$10,000
5410	<u>CAPITAL OUTLAY</u> Purchase of 12' X 6' Trailer for hauling equipment	TOTAL = \$2,500
5420	<u>SODIUM LIGHT SYSTEM</u> Street Lights for the total Town	TOTAL = \$106,300
6101	<u>CONTRACT SERVICES -OTHER</u> Includes funding for preventive maintenance contract for maintaining town generators. Also, includes estimated funds for disposal of hazardous waste and other 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 = \$270,000
6103	<u>CONTRACTED SERVICES/STREET PAVING</u> Miscellaneous work to be performed during the year.	TOTAL = \$30,000
6104	<u>CONTRACTED SERVICES/SIDEWALKS</u> Extend pedestrian walkway along Barbee to access pier and restaurants	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 and \$500,000 received in prior years and not spent.	TOTAL = \$800,000
9100	<u>EXPENDABLE EQUIPMENT</u> Expense for items lasting more than 1 year and costing less than \$5,000	TOTAL = \$1,000
		TOTAL = <u>\$1,402,020</u>

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	243,549	357,239	401,217	12.31%	401,217	12.31%	PW Crew Supervisor 1
Operating Expenses	553,844	921,219	1,402,020	52.19%	1,402,020	52.19%	Crew Leader 2
Capital Outlay	0	-	-	-	-	-	Heavy Equipment Operator 1
Transfers	0	-	-	-	-	-	Equipment Operator 1
							Sr. Maintenance Worker 1
							Maintenance Worker 1
TOTAL	797,393	1,278,458	1,803,237	41.05%	1,803,237	41.05%	TOTAL 7

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	7	0	7

TOWN OF OAK ISLAND
 BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
 PERSONNEL COST DATA
 FY 2018 - 2019

First Name	Last Name	Position	Gr	Current Salary	Current Salary	Current Salary	Adopted Salary	Approved Salary	Annual Insurance	#
TOTAL SALARIES-FULLTIME										
				\$ 237,203	\$ 258,024	\$ 258,024	\$ 258,024	\$ 258,024	\$ 48,710	7
EFFECTIVE MERIT			3.00%	2,138	7,741	7,741	7,741	7,741		
OVERTIME				8,000	8,000	8,000	8,000	8,000		
COLA			2.2%		5,804	5,804	5,804	5,804		
CELLPHONE ALLOWANCE			\$600	600	2,400	2,400	2,400	2,400		
CHRISTMAS BONUS			\$225	1,575	1,575	1,575	1,575	1,575		
TOTAL ALL SALARIES & OVERTIME				\$ 249,516	\$ 283,543	\$ 283,543	\$ 283,543	\$ 283,543		
FRINGE BENEFIT COSTS										
GROUP INSURANCE				26,100	48,710	48,710	48,710	48,710		
FICA (7.65%)			7.65%	19,800	21,691	21,691	21,691	21,691		
UNEMPLOYMENT			\$217	1,519	823	823	823	823		
LGERS RETIREMENT			7.83%	19,363	21,890	21,890	21,890	21,890		
401K RETIREMENT			2.25%	3,832	6,290	6,290	6,290	6,290		
WORKERS COMPENSATION				4,232	15,869	15,869	15,869	15,869		
TOTAL FRINGE BENEFIT COSTS				\$ 74,846	\$ 115,273	\$ 115,273	\$ 115,273	\$ 115,273		
GRAND TOTAL PERSONNEL BUDGET				\$ 324,362	\$ 398,817	\$ 398,817	\$ 398,817	\$ 398,817		

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	EXPENSE				
RECREATION DEPARTMENT									
10-620-0220	SALARIES & WAGES - FULL TIME	245,100	222,768	220,182	222,768	220,571	220,571	220,571	220,571
10-620-0221	WAGES - PART TIME	33,489	38,667	34,378	38,667	47,270	47,270	47,270	47,270
10-620-0250	CELL PHONE ALLOWANCE	2,050	3,000	2,250	3,000	3,000	3,000	3,000	3,000
10-620-0300	FICA EXPENSE	21,028	21,872	19,471	21,872	21,869	21,869	21,869	21,869
10-620-0410	GROUP INSURANCE	42,669	30,682	35,508	37,500	32,698	32,698	32,698	32,698
10-620-0510	LGERS RETIREMENT	17,624	18,741	16,608	18,741	21,131	21,131	21,131	21,131
10-620-0520	401K SUPP. RETIREMENT	5,469	3,709	5,599	5,700	6,072	6,072	6,072	6,072
10-620-0700	UNEMPLOYMENT	0	1,472	171	171	1,245	1,245	1,245	1,245
10-620-0800	WORKERS COMPENSATION	6,110	8,089	6,740	8,089	7,995	7,995	7,995	7,995
10-620-0500	RETIREE INSURANCE	22,581	34,149	32,265	34,149	15,091	15,091	15,091	15,091
10-620-2100	DEPARTMENTAL SUPPLIES	8,291	9,000	6,054	9,000	9,000	9,000	9,000	9,000
10-620-2101	WEIGHT ROOM EXPENSES	7,594	8,500	6,685	8,500	8,500	8,500	8,500	8,500
10-620-2103	MERCHANDISING	5,852	7,700	3,284	3,500	8,500	8,500	8,500	8,500
10-620-2104	SALTY DOG PARK EXPENSE	500	1,500	0	1,000	1,000	1,000	1,000	1,000
10-620-2300	VEHICLE REPAIRS AND SUPPLIES	2,578	6,000	5,503	6,000	6,000	6,000	6,000	6,000
10-620-2400	ACTIVITIES & PROGRAMS	41,160	45,000	40,604	41,000	40,000	40,000	40,000	40,000
10-620-2401	CONCERT SERIES EXPENDITURES	0	0	0	-	15,000	15,000	15,000	15,000
10-620-2405	SEA TURTLE EXPENDITURES	2,210	2,718	1,932	2,000	1,000	1,000	1,000	1,000
10-620-2500	CLEANING SUPPLIES	3,605	3,050	1,426	2,000	2,500	2,500	2,500	2,500
10-620-3200	ADVERTISING	1,414	1,500	185	185	1,500	1,500	1,500	1,500
10-620-3300	DUES & SUBSCRIPTIONS	770	850	660	660	850	850	850	850
10-620-3600	STAFF DEVELOPMENT	1,593	2,500	1,944	1,944	2,500	2,500	2,500	2,500
10-620-3710	UNIFORMS	974	2,000	355	500	2,000	2,000	2,000	2,000
10-620-4109	REPAIRS & MAINT. -FACIALITIES	47,913	41,000	34,830	35,000	41,000	41,000	41,000	41,000
10-620-4120	REPAIRS & MAINT. -EQUIPMENT	496	1,500	460	500	1,300	1,300	1,300	1,300
10-620-4306	TELEPHONE & POSTAGE	2,024	4,500	1,783	2,000	4,500	4,500	4,500	4,500
10-620-4307	INTERNET ACCESS	3,659	3,900	3,772	3,900	2,700	2,700	2,700	2,700
10-620-4400	UTILITIES	67,971	65,675	57,234	65,675	65,675	65,675	65,675	65,675
10-620-5401	CAPITAL OUTLAY	0	22,700	21,760	21,760	-	-	-	-
10-620-5420	CAPITAL OUTLAY - EQUIPMENT	20,035	57,510	57,405	57,405	29,000	29,000	29,000	29,000
10-620-6100	CONTRACTED SERVICES	36,954	35,000	36,894	38,000	40,750	40,750	40,750	40,750
10-620-7400	CAPITAL OUTLAY-KAYAK LAUNCH	44,255	0	-	-	-	-	-	-
10-620-7404	CAPITAL OUTLAY-CONNECT NC GRANT	28,118	28,118	-	-	28,118	28,118	28,118	28,118
10-620-7403	CAPITAL OUTLAY-PARTF GRANT	100,000	100,000	-	-	200,000	200,000	200,000	200,000
10-620-7406	CAPITAL OUTLAY-CRFL GRANT	35,000	35,000	33,337	35,000	18,400	18,400	18,400	18,400
10-620-7410	CAPITAL OUTLAY-CAMA GRANT	73,260	73,260	56,828	57,000	27,800	27,800	27,800	27,800
10-620-9100	EXPENDABLE EQUIPMENT	-	500	-	-	500	500	500	500
10-620-9672	TRANSFER TO CAPITAL RESERVE	-	112,500	-	-	115,000	115,000	115,000	115,000
		0	0	0	0	0	0	0	0
10-620	DEPARTMENT TOTAL	695,969	1,054,630	746,106	783,186	1,050,035	1,050,035	1,050,035	1,050,035

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	Restroom supplies and products for all facilities, paper, copy paper, ink cartridges, printer cartridges, office supplies	TOTAL =	\$9,000
<hr/>			
2101	<u>WEIGHT ROOM EXPENSES</u>		
	Quarterly maintenance service to all equipment, replacement pads and weights	TOTAL =	\$8,500
<hr/>			
2103	<u>MERCHANDISING</u>		
	Town shirts and turtle merchandise for resale for profit.	TOTAL =	\$8,500
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2104	<u>SALTY DOG PARK</u>		
	spray for pests and weed control	TOTAL =	\$1,000
<hr/>			
2300	<u>VEHICLE SUPPLIES</u>		
	Based on current year expenditures for gasoline, tires and repairs	TOTAL =	\$6,000
<hr/>			
2400	<u>ACTIVITIES & PROGRAMS</u>		
	Athletic programs, fitness programs, festivals, special events, camps, wellness programs, trips and community activities.	TOTAL =	\$40,000
<hr/>			
2400	<u>CONCERT SERIES EXPENDITURES</u>		
	Expenditures anticipated for bands and expense of summer concert series	TOTAL =	\$15,000
<hr/>			
2405	<u>SEA TURTLE EXPENSE</u>		
	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 =	\$1,000
<hr/>			
2500	<u>CLEANING SUPPLIES</u>		
	Cleaning supplies for all facilities, based on review of current year expenditures	TOTAL =	\$2,500
<hr/>			
3200	<u>ADVERTISING</u>		
	Publications, advertising through various media for programs, facilities, events	TOTAL =	\$1,500
<hr/>			
3300	<u>DUES & SUBSRIPTIONS</u>		
	Memberships in NRPA and NCRPA - state and national association	TOTAL =	\$850
<hr/>			
3600	<u>STAFF DEVELOPMENT</u>		
	Training and conferences to maintain certifications for staff. Recertifications for fitness certifications. First Aid/CPR	TOTAL =	\$2,500
<hr/>			
3710	<u>UNIFORMS</u>		
	Shirts for both full time and part time staff to wear during recreation dept events	TOTAL =	\$2,000
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4109	<u>MAINTENANCE & REPAIR BUILDINGS & GROUNDS</u>		
	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
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4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>		
	Computers, digital sign, office equipment	TOTAL =	\$1,300
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4306	<u>TELEPHONE & POSTAGE</u>		
	Recreation Center, Athletics Office, Skate Park, and Nature Center	TOTAL =	\$4,500
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4307	<u>INTERNET ACCESS</u>		
	Recreation Center, Teen Center, and Athletics Office	TOTAL =	\$2,700
<hr/>			
4400	<u>UTILITIES</u>		
	Based on review of current year utility bills	TOTAL =	\$65,675

BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019

5420	<u>CAPITAL OUTLAY - EQUIPMENT</u>		
	Pickleball Fence Replacement, basketball goals replacement, new labtop computer	18,000	
	Treadmill to replace worn out treadmill which repair costs have increased	5,000	
	Parks & Recreation Master Plan - 1/2 was paid in the current year.	6,000	
	Detail Total	29,000	
		TOTAL =	\$29,000
<hr/>			
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
<hr/>			
7400	<u>CAPITAL OUTLAY - GRANTS</u>		
	Connect NC Grant -This is the town's portion of the cost of the ADA Beach Accesses	28,118	
	PARTF Grant -Middleton Park Redevelopment Project - Town's matching portion of grant of \$200,000.	200,000	
	CRFL - Coastal Recreation Fishing License Grant -Town's matching portion of grant of \$110,600	18,400	
	CAMA Public Beach and Waterfront Grant - Town's matching portion of grant of \$109,460	27,800	
	Detail Total	274,318	
		TOTAL =	\$274,318
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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
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9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Ttransfer Funds to Capital Reserve for future weight room equipment purchases	5,000	
	Transfer funds to Capital Reserve for future vehicle purchases	10,000	
	2nd Year of a four year plan to transfer funds to Capital Reserve to replace lights at Middleton Park (\$100,000 X 3 years for a total of \$300,000.	100,000	\$115,000
	TOTAL =		
		TOTAL	\$673,093

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits	\$ 396,120	\$ 383,149	\$ 376,942	-1.62%	\$ 376,942	-1.62%
Operating Expenses	\$ 235,558	\$ 354,893	\$ 254,775	-28.21%	\$ 254,275	-28.35%
Capital Outlay-Equipment	\$ 20,035	\$ 80,210	\$ 29,000	100.00%	\$ 29,000	-63.84%
Capital Outlay-Grants	\$ 44,255	\$ 236,378	\$ 274,318	16.05%	\$ 274,818	16.26%
Transfers to Reserve	\$ -	\$ -	\$ 115,000	100.00%	\$ 115,000	100.00%
TOTAL	\$ 695,969	\$ 1,054,630	\$ 1,050,035	-0.44%	\$ 1,050,035	-0.44%

<u>POSITIONS</u>	
Full time	
Parks & Recreation Director	1
Rec. Program Supervisor	1
Rec. Center Coordinator	1
Rec Center Assistant	1
Rec Program Supervisor	1
	<u>5</u>
Part Time	
Seasonal Part Time	7
Permant Part Time	3
	<u>10</u>
TOTAL	15

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	5	10	15

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
PERSONNEL COST DATA
FY 2018 - 2019**

First Name	Last Name	Position	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULL TIME									
				\$ 220,571	\$ 220,571	\$ 220,571	\$ 220,571	\$	5
SUBTOTAL SALARIES-PART TIME PERMANENT									
				\$ 31,279	\$ 31,279	\$ 31,279	\$ 31,279		3
SUBTOTAL SALARIES-TEMPORARY PART-TIME									
			7	\$ 15,991	\$ 15,991	\$ 15,991	\$ 15,991		15
SUBTOTAL SALARIES PART TIME PERMANENT & TEMPORARY									
				\$ 47,270	\$ 47,270	\$ 47,270	\$ 47,270		
TOTAL FULL TIME AND PART TIME SALARIES									
				\$ 267,841	\$ 267,841	\$ 267,841	\$ 267,841		
EFFECTIVE MERIT									
				\$ 3,502	\$ 6,617	\$ 6,617	\$ 6,617		
COST OF LIVING ADJUSTMENT (COLA)									
				\$ 1,921	\$ 5,665	\$ 5,665	\$ 5,665		
TELEPHONE ALLOWANCE									
				\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000		
CHRISTMAS BONUS									
				\$ 1,674	\$ 2,745	\$ 2,745	\$ 2,745		
TOTAL ALL SALARIES & OVERTIME									
				\$ 277,938	\$ 285,868	\$ 285,868	\$ 285,868		
FRINGE BENEFIT COSTS									
GROUP INSURANCE									
				\$ 30,682	\$ 32,698	\$ 32,698	\$ 32,698		
FICA & MEDICARE									
				\$ 21,872	\$ 21,869	\$ 21,869	\$ 21,869		
UNEMPLOYMENT									
				\$ 1,472	\$ 1,245	\$ 1,245	\$ 1,245		
LGERS RETIREMENT									
				\$ 18,741	\$ 21,131	\$ 21,131	\$ 21,131		
401K RETIREMENT									
				\$ 3,709	\$ 6,072	\$ 6,072	\$ 6,072		
WORKERS COMPENSATION									
				\$ 8,089	\$ 7,995	\$ 7,995	\$ 7,995		
RETIREE INSURANCE									
				\$ 34,149	\$ 15,091	\$ 15,091	\$ 15,091		
TOTAL FRINGE BENEFIT COSTS									
				\$ 118,714	\$ 106,100	\$ 106,100	\$ 106,100		
GRAND TOTAL PERSONNEL BUDGET									
				\$ 396,652	\$ 391,969	\$ 391,969	\$ 391,969		

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

FY 2018 - 2019

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
COMMUNITY CENTER								
10-621-0220	SALARIES & WAGES - FULL TIME	60,635	81,434	54,399	55,000	81,349	81,349	81,349
10-621-0230	SALARIES & WAGES - PART TIME	13,375	19,770	37,087	19,770	12,353	12,353	12,353
10-621-0250	CELL PHONE ALLOWANCE	600	600	750	600	600	600	600
10-621-0300	FICA	5,347	7,788	6,769	7,788	7,214	7,214	7,214
10-621-0410	GROUP INSURANCE	7,496	13,652	12,887	13,652	14,488	14,488	14,488
10-621-0510	LGERS RETIREMENT	3,491	6,393	5,572	6,393	6,561	6,561	6,561
10-621-0520	401K PLAN RETIREMENT	925	1,222	2,164	1,222	1,830	1,830	1,830
10-621-0700	UNEMPLOYMENT INSURANCE	-	632	73	632	359	359	359
10-621-0800	WORKERS COMPENSATION	1,624	2,150	2,113	2,150	220	220	220
10-621-2101	DEPARTMENTAL SUPPLIES	1,863	3,000	1,355	3,000	3,000	3,000	3,000
10-621-2300	VEHICLE REPAIRS AND SUPPLIES	1,647	4,000	2,102	4,000	4,000	4,000	4,000
10-621-2400	ACTIVITIES & PROGRAMS	4,022	4,500	1,878	4,500	4,500	4,500	4,500
10-621-3300	DUES & SUBSCRIPTIONS	-	75	-	75	75	75	75
10-621-4120	MAINT. & REPAIR EQUIPMENT/FACILITIES	138	2,000	55	2,000	1,500	1,500	1,500
10-621-4300	TELEPHONE & POSTAGE	207	500	148	500	500	500	500
10-621-4301	INTERNET ACCESS	-	530	484	444	500	500	500
10-621-5401	CAPITAL OUTLAY	47,129	-	-	-	-	-	-
10-621-6100	CONTRACTED SERVICES	-	4,000	2,794	4,000	4,000	4,000	4,000
10-621-9100	EXPENDABLE EQUIPMENT	-	250	-	250	250	250	250
10-621	DEPARTMENT TOTAL	148,499	152,496	130,631	125,976	143,298	143,298	143,298

**TOWN OF OAK ISLAND
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100 DEPARTMENTAL SUPPLIES

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

TOTAL = **\$3,000**

2300 VEHICLE SUPPLIES

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 lfe 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 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits	93,494	133,641	124,973	-6.49%	124,973	-6.49%
Operating Expenses	55,005	18,855	18,325	-2.81%	18,325	-2.81%
Capital Outlay	0	0	0	0.00%	0	0.00%
Debt Service	0	0	0	0.00%	0	0.00%
TOTAL	148,499	152,496	143,298	-6.03%	143,298	-6.03%

<u>POSITIONS</u>	<u>Full Time</u>	<u>Part Time</u>
Community Resource Supervisor	1	
Community Res Ctr Assistant	1	2
Community Resource Assistant	2	
TOTAL	4	

PERSONNEL FULL-TIME PART-TIME TOTAL
 2 2 4

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

FY 2018 - 2019

First Name	Last Name	Gr	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES -FULL TIME									
				\$ 81,349	\$ 81,349	\$ 81,349	\$ 81,349	\$ 14,488	2
SUBTOTAL SALARIES-PART TIME									
				\$ 12,353	\$ 12,353	\$ 12,353	\$ 12,353	\$ -	2
TOTAL BASE SALARIES									
				\$ 93,702	\$ 93,702	\$ 93,702	\$ 93,702	\$ 14,488	
	CELL PHONE ALLOWANCE			\$ 600	\$ 600	\$ 600	\$ 600		1
	AVERAGE MERIT		600	\$ 2,903	\$ 2,440	\$ 2,440	\$ 2,440		
	COLA		3.00%	\$ 616	\$ 1,830	\$ 1,830	\$ 1,830		
	CHRISTMAS BONUS		2.2%	\$ 225	\$ 666	\$ 666	\$ 666		
	TOTAL ALL SALARIES & OVERTIME			\$ 94,302	\$ 94,302	\$ 94,302	\$ 94,302		
FRINGE BENEFIT COSTS									
	GROUP INSURANCE			\$ 13,652	\$ 14,488	\$ 14,488	\$ 14,488		
	FICA & MEDICARE			\$ 7,788	\$ 7,214	\$ 7,214	\$ 7,214		
	UNEMPLOYMENT		7.65%	\$ 632	\$ 359	\$ 359	\$ 359		
	LGERS RETIREMENT		\$117.50	\$ 6,393	\$ 6,561	\$ 6,561	\$ 6,561		
	401K RETIREMENT		7.83%	\$ 1,222	\$ 1,830	\$ 1,830	\$ 1,830		
	WORKERS COMPENSATION		2.25%	\$ 1,488	\$ 220	\$ 220	\$ 220		
	TOTAL FRINGE BENEFIT COSTS			\$ 31,175	\$ 30,671	\$ 30,671	\$ 30,671		
GRAND TOTAL PERSONNEL BUDGET									
				\$ 125,477	\$ 124,973	\$ 124,973	\$ 124,973		

**TOWN OF OAK ISLAND
REVENUES WATER FUND (30)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D.		Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommendations	Council Approved
				Revenue As of 5/31/2018	Revenue As of 5/31/2018				
30-300-1600	PENALTIES / LATE FEES	51,315	40,000	50,110	40,000	54,000	40,000	40,000	40,000
30-300-4730	TOWER LEASE - US CELLULAR	18,546	19,765	18,401	19,765	18,500	19,765	19,765	19,765
30-300-4731	TOWER LEASE - AT&T	66,908	65,904	11,984	65,904	12,000	65,904	65,904	65,904
30-300-4732	TOWER LEASE - T MOBILE	37,657	37,652	38,062	37,652	39,000	37,652	37,652	37,652
30-300-4733	TOWER LEASE - SPRINT	16,325	16,298	16,487	16,298	17,000	16,298	16,298	16,298
30-300-4734	TOWER LEASE - VERIZON	140,810	140,400	141,732	140,400	143,000	140,400	140,400	140,400
30-300-4735	TOWER LEASE - ATLANTIC SEAWINDS	22,897	23,046	83,047	23,046	85,000	23,046	23,046	23,046
30-300-5110	WATER UTILITY REVENUE	4,318,649	3,388,073	4,097,874	3,386,713	4,200,000	3,386,713	3,386,713	3,386,713
30-300-5120	WATER INFRASTRUCTURE REIMBURSEMENT	148,588	63,000	183,802	63,000	184,000	63,000	63,000	63,000
30-300-5130	WATER TAPS FEES	267,001	245,000	310,148	60,000	315,000	60,000	60,000	60,000
30-300-5140	RECONNECTION FEES	123,960	55,000	111,905	55,000	115,000	55,000	55,000	55,000
30-300-8100	MISCELLANEOUS REVENUE	5,564	7,500	4,601	7,500	50,000	7,500	7,500	7,500
30-300-9800	APPROPRIATED FUND BALANCE	0	2,500,000	2,500,000	0	2,500,000	0	0	0
TOTAL WATER FUND		5,218,220	6,601,638	7,568,153	3,915,278	7,732,500	3,915,278	3,915,278	3,915,278

**TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 2018 - 2019	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>PUBLIC SERVICES - UTILITIES GENERAL SERVICES</u>								
30-720-0220	SALARIES & WAGES - FULL TIME	75,487	78,610	83,592	87,000	187,450.75	187,451	187,451
30-720-0240	SALARIES & WAGES - OVERTIME	715		1,045	1,045	3,000	3,000	3,000
30-720-0300	FICA EXPENSE	5,306	6,014	6,059	7,500	14,569	14,569	14,569
30-720-0410	GROUP INSURANCE	15,166	12,241	17,780	18,200	35,399	35,399	35,399
30-720-0510	LGERS RETIREMENT	5,499	5,924	6,383	6,600	14,824	14,824	14,824
30-720-0520	401K SUPP. RETIREMENT	1,073	1,172	1,088	1,500	4,260	4,260	4,260
30-720-0700	UNEMPLOYMENT	0	434	50	50	588	588	588
30-720-0800	WORKERS COMPENSATION	2,414	3,196	2,413	2,750	447	447	447
30-720-2100	DEPARTMENTAL SUPPLIES	1,586	2,500	420	450	2,500	2,500	2,500
30-720-2300	VEHICLE SUPPLIES	0	0	0	0	3,000	3,000	3,000
30-720-3600	STAFF DEVELOPMENT	0	200	0	0	500	500	500
30-720-3710	UNIFORMS	0	0	0	0	1,510	1,510	1,510
30-720-4120	MAINT. & REPAIR EQUIPMENT	0	800	0	0	800	800	800
30-720-4130	MAINT. & REPAIR VEHICLES	0	0	0	0	1,500	1,500	1,500
30-720-4300	TELEPHONE & POSTAGE	497	2,000	853	1,000	2,000	2,000	2,000
30-720-4301	INTERNET ACCESS	0	1,057	881	1,000	-	-	-
30-720-6100	CONTRACTED SERVICES	55,583	50,000	49,099	50,000	50,000	50,000	50,000
30-720-6510	COST OF WATER/COUNTY	892,192	890,000	804,466	900,000	890,000	890,000	890,000
30-720-9631	TRANSFER TO WASTEWATER	1,636,570	1,745,808	0	1,700,000	1,000,000	1,000,000	1,000,000
30-720-9700	RESERVE FOF FUND BALANCE	0	120,144		120,144	524,052	524,052	524,052
30-720	DEPARTMENT TOTAL	2,692,088	2,920,100	974,130	2,897,239	2,736,399	2,736,399	2,736,399

**TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u> Budget request based on historical costs for office supplies including paper, water bills, and printer cartridges.	TOTAL = \$2,500
2300	<u>VEHICLE SUPPLIES</u> Fuel, Oil, etc. estimated based on past experiences	TOTAL = \$3,000
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> For Water Admin. 3 @ \$90.00 for shirts: Steel toe shoes, shirts,pants, hats & rain gear for 2 employees	TOTAL = \$1,510
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Budget request based on historical repair costs to computer equipment, printers, and hand-helds.	TOTAL = \$800
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Anticipated Repairs to Vehicles	TOTAL = \$1,500
4300	<u>TELEPHONE & POSTAGE</u> Office telephone service and postage for additional mailings	TOTAL = \$2,000
6100	<u>CONTRACTED SERVICES</u> Bill printing, background checks for accounts and copier lease services	TOTAL = \$50,000
6510	<u>COST OF WATER/COUNTY</u> Purchase of water from County for re-sale to customers.	TOTAL = \$890,000
9631	<u>TRANSFER TO WASTEWATER</u> Transfer of Funds to Wastewater to supplement operations	TOTAL = \$1,000,000
9700	<u>RESERVE FOR FUND BALANCE</u> Funds to be utilized for the purchase of water capital items in future periods	TOTAL = \$524,052
		TOTAL = \$2,475,862

**TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	FY 16 - 17	FY 17 - 18	REQUESTED	REQUESTED	APPROVED	APPROVED
	<u>ACTUAL</u>	<u>BUDGET</u>	FY 18 - 19	%	FY 18 - 19	%
			<u>BUDGET</u>	<u>CHANGE</u>	<u>BUDGET</u>	<u>CHANGE</u>
Salaries/Benefits	105,660	107,591	260,537	142.15%	260,537	142.15%
Operating Expenses	949,858	946,557	951,810	0.55%	951,810	0.55%
Debt Service	0	0	0	0.00%	0	0.00%
Transfers	1,636,570	1,745,808	1,000,000	0.00%	1,000,000	-42.72%
Reserve		120,144	524,052	0.00%	524,052	336.19%
TOTAL	2,692,088	2,920,100	2,736,399	-6.29%	2,736,399	-6.29%

<u>POSITIONS</u>	
Admin Support Specialist II	1
Utility Billing Specialist	1
Sr. Customer Service Rep	1
Meter Technician (NEW)	2
TOTAL	5

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

**TOWN OF OAK ISLAND
BUDGET SUMMARY - UTILITIES GENERAL SERVICES (30-720)
PERSONNEL COST DATA
FY 2018 - 2019**

First Name	Last Name	Position	Gr	Approved 2017-2018 Salary	Current Salary	Proposed Salary	Approved Salary	Annual Insurance	#
Sub-Total Full Time Salaries									
				\$ 78,561	\$ 176,883	\$ 176,883	\$ 176,883	\$ 35,399	
PART TIME SALARIES									
				-	\$ 3,000	\$ 3,000	\$ 3,000		
TOTAL BASE SALARIES									
				\$ 78,561	\$ 179,883	\$ 179,883	\$ 179,883	\$ 35,399	5
AVERAGE MERIT									
			3.00%	2,805	5,396	5,396	5,396		
COLA									
			2.2%		4,046	4,046	4,046		
CHRISTMAS PAY									
			\$225	450	1,125	1,125	1,125		
TOTAL ALL SALARIES & OVERTIME									
				\$ 81,816	\$ 190,451	\$ 190,451	\$ 190,451		
FRINGE BENEFIT COSTS									
GROUP INSURANCE									
				12,241	35,399	35,399	35,399		
FICA & MEDICARE									
			7.65%	6,014	14,569	14,569	14,569		
UNEMPLOYMENT									
			\$117.50	434	588	588	588		
WORKERS COMPENSATION									
				3,196	447	447	447		
LRS RETIREMENT									
			7.83%	5,924	14,824	14,824	14,824		
401K RETIREMENT									
			2.25%	1,172	4,260	4,260	4,260		
TOTAL FRINGE BENEFIT COSTS									
				\$ 28,981	\$ 70,086	\$ 70,086	\$ 70,086		
GRAND TOTAL PERSONNEL BUDGET									
				\$ 110,797	\$ 260,537	\$ 260,537	\$ 260,537		

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
FY 2018 - 2019

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 2018 - 2019	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	EXPENSE				
<u>PUBLIC SERVICES - UTILITIES WATER MAINTENANCE</u>									
30-814-0220	SALARIES & WAGES - FULL TIME	345,277	242,266	168,015	242,266	296,666	296,666	296,666	296,666
30-814-0230	SALARIES & WAGES - PART TIME	0	38,938	22,450	38,938	24,494	24,494	24,494	24,494
30-814-0240	SALARIES & WAGES - OVER TIME	72,777	45,000	33,146	45,000	45,000	45,000	45,000	45,000
30-814-0250	CELL PHONE ALLOWANCE	1,750	2,400	1,350	2,400	1,800	1,800	1,800	1,800
30-814-0300	FICA EXPENSE	30,989	25,138	16,801	25,138	28,149	28,149	28,149	28,149
30-814-0410	GROUP INSURANCE	39,978	39,612	20,922	39,612	49,055	49,055	49,055	49,055
30-814-0510	LGERS RETIREMENT	25,684	21,957	13,997	21,957	26,893	26,893	26,893	26,893
30-814-0520	401K SUPP. RETIREMENT	4,381	4,345	3,539	4,345	7,728	7,728	7,728	7,728
30-814-0700	UNEMPLOYMENT	0	1,953	0	1,953	940	940	940	940
30-814-0800	WORKERS COMPENSATION	7,727	10,229	3,227	10,229	13,194	13,194	13,194	13,194
30-814-2100	DEPARTMENTAL SUPPLIES	262	1,000	87	1,000	1,000	1,000	1,000	1,000
30-814-2101	TAP INSTALLATION	256,898	450,000	176,883	250,000	420,000	420,000	420,000	420,000
30-814-2300	VEHICLE SUPPLIES	21,172	25,000	12,846	25,000	22,000	22,000	22,000	22,000
30-814-3100	PROFESSIONAL SERVICES	14	1,500	466	2,000	2,000	2,000	2,000	2,000
30-814-3101	PROF SVCS-LAB TESTING	14,585	15,000	8,400	15,000	15,000	15,000	15,000	15,000
30-814-3300	DUES & SUBSCRIPTIONS	3,930	4,000	3,900	4,000	4,000	4,000	4,000	4,000
30-814-3600	STAFF DEVELOPMENT	4,587	5,500	2,054	5,000	5,000	5,000	5,000	5,000
30-814-3710	UNIFORMS	1,723	6,200	4,226	6,200	4,960	4,960	4,960	4,960
30-814-3720	OSHA COMPLIANCE ITEMS	1,627	2,000	1,844	2,000	3,000	3,000	3,000	3,000
30-814-4110	REPAIR & MAINT-FACILITIES	389	0	0	0	15,000	15,000	15,000	15,000
30-814-4120	MAINT. & REPAIR EQUIPMENT	8,964	14,500	5,392	6,000	15,000	15,000	15,000	15,000
30-814-4130	MAINT. & REPAIR VEHICLES	5,683	6,500	3,099	3,500	4,500	4,500	4,500	4,500
30-814-4300	TELEPHONE & POSTAGE	3,732	5,500	1,937	2,500	5,500	5,500	5,500	5,500
30-814-4400	UTILITIES	7,359	11,500	6,586	8,000	6,500	6,500	6,500	6,500
30-814-5401	CAPITAL OUTLAY	40,916	2,500,000	1,907,818	2,500,000	0	0	0	0
30-814-6100	CONTRACTED SERVICES	92,321	200,000	95,154	140,000	160,000	160,000	160,000	160,000
30-814-9100	EXPENDABLE EQUIPMENT	923	1,500	0	1,500	1,500	1,500	1,500	1,500
30-814	DEPARTMENT TOTAL	993,647	3,681,538	2,514,140	3,403,538	1,178,879	1,178,879	1,178,879	1,178,879

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	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
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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. Tap installation has picked up.	TOTAL =	\$420,000
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2300	<u>VEHICLE SUPPLIES</u>		
	Fuel, oil, etc. estimated per past experience.	TOTAL =	\$22,000
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3100	<u>PROFESSIONAL SERVICES</u>		
	Estimated funds required for professional assistance in developing resources for Public Utilities.	TOTAL =	\$2,000
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3101	<u>PROFESSIONAL SERVICES - LAB TESTING</u>		
	For monthly and quarterly State mandated testing for wells and distribution system.	TOTAL =	\$15,000
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3300	<u>DUES & SUBSCRIPTIONS</u>		
	Estimated for professional dues, mandated state certification renewal, books, subscriptions and other materials.	TOTAL =	\$4,000
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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
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3710	<u>UNIFORMS</u>		
	For Water Division (8 employees) \$620 per employee for steel-toe boots, shirts, pants, hats, rain gear.	TOTAL =	\$4,960
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3720	<u>OSHA COMPLIANCE ITEMS</u>		
	Estimated per past experience. Having inventory of confined space equipment devices and sensors.	TOTAL =	\$3,000
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4110	<u>REPAIR & MAINT-BLDG & GROUNDS</u>		
	Repair to well house structures and around water tanks.	TOTAL =	\$15,000
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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
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4130	<u>MAINTENANCE & REPAIR VEHICLES</u>		
	Anticipated Repairs to Vehicles	TOTAL =	\$4,500
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4300	<u>TELEPHONE & POSTAGE</u>		
	Estimated per past experience for educational and annual mailings of CCR reports.	TOTAL =	\$5,500
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4400	<u>UTILITIES</u>		
	Based on review of current year invoices	TOTAL =	\$6,500
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5401	<u>CAPITAL OUTLAY</u>		
		TOTAL =	\$0
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5401	<u>CONTRACTED SERVICES</u>		
	Based on present contracts for water tank maintenance/ painting and Sensus handheld devices used for meter reading	TOTAL =	\$160,000
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5401	<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	\$684,960

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
PERSONNEL COST DATA
FY 2018 - 2019**

First Name	Last Name	Position	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME									
				\$ 279,748	\$ 279,748	\$ 279,748	\$ 279,748	\$	7
SUBTOTAL SALARIES-TEMPORARY PART-TIME									
				\$ 24,494	\$ 24,494	\$ 24,494	\$ 24,494	\$	1
CELL PHONE ALLOWANCE			\$600	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800		3
OVERTIME				\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000		
EFFECTIVE MERIT			3.00%	\$ 8,392	\$ 8,392	\$ 8,392	\$ 8,392		
COLA			2.2%	-	\$ 6,843	\$ 6,843	\$ 6,843		
CHRISTMAS BONUS				\$ 2,016	\$ 1,683	\$ 1,683	\$ 1,683		
TOTAL ALL SALARIES & OVERTIME				\$ 362,015	\$ 367,960	\$ 367,960	\$ 367,960		
FRINGE BENEFIT COSTS									
GROUP INSURANCE				\$ 48,626	\$ 49,055	\$ 49,055	\$ 49,055		
FICA & MEDICARE			7.65%	\$ 25,138	\$ 28,149	\$ 28,149	\$ 28,149		
UNEMPLOYMENT			\$118	\$ 1,953	\$ 940	\$ 940	\$ 940		
WORKERS COMPENSATION				\$ 7,079	\$ 13,194	\$ 13,194	\$ 13,194		
LGERS GOVERNMENT RETIREMENT			7.83%	\$ 21,957	\$ 26,893	\$ 26,893	\$ 26,893		
401K RETIREMENT			2.25%	\$ 4,345	\$ 7,728	\$ 7,728	\$ 7,728		
TOTAL FRINGE BENEFIT COSTS				\$ 109,098	\$ 125,959	\$ 125,959	\$ 125,959		
GRAND TOTAL PERSONNEL BUDGET				\$ 471,113	\$ 493,919	\$ 493,919	\$ 493,919		

**TOWN OF OAK ISLAND
REVENUES WASTEWATER FUND (31)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue As of 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommendations
31-300-5210	SEWER UTILITY REVENUE	9,289,950	8,375,145	8,638,706	8,375,145	4,645,541	4,645,541
31-300-5220	INFRASTRUCTURE REIMBURSEMENT	404,920	40,000	363,014	250,000	266,642	266,642
31-300-5230	TAP FEES / NEW SERVICE	357,784	105,000	431,029	250,000	150,000	150,000
31-300-5250	SEWER REVENUE - CASWELL BEACH	247,138	318,000	270,789	250,000	318,000	318,000
31-300-6100	SEWER ASSESSMENT REVENUE	2,174,215	1,500,000	0	0	0	0
31-300-8100	WW TREATMENT CAPACITY LEASE	346,154	0	173,077	173,077	200,000	200,000
31-300-8500	SETTLEMENT	0	400,000	400,000	400,000	0	0
31-300-8942	BOND REFUNDING PROCEEDS	175,755	0	0	0	0	0
31-300-8946	TRANSFER FROM WATER FUND	1,636,570	1,745,808	0	1,700,000	1,000,000	1,000,000
31-300-9500	INTEREST - RESERVE ACCOUNTS	2,136	0	5,462	6,000	6,000	6,000
31-300-9739	TRANSFER FROM SDF FUND	2,410,723	2,158,161	850,000	2,410,723	7,241,300	7,241,300
31-300-9772	TRANSFER FROM CAPITAL RESERVE	117,000	0	0	0	0	0
31-300-9800	APPROPRIATED FUND BALANCE	0	1,050,795	0	1,050,795	0	0
TOTAL WASTEWATER FUND		17,162,345	15,692,909	11,132,077	14,865,740	13,827,483	13,827,483

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT BUDGET REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	EXPENSE				
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (TREATMENT)									
31-820-0220	SALARIES-WASTEWATER	303,989	234,310	286,500	310,000	274,188	274,188	274,188	274,188
31-820-0240	OVERTIME - WASTEWATER	38,492	20,000	46,542	47,500	20,000	20,000	20,000	20,000
31-820-0250	CELL PHONE ALLOWANCE	2,450	1,800	2,450	2,650	1,200	1,200	1,200	1,200
31-820-0300	FICA EXPENSE	25,557	19,592	24,860	27,000	22,597	22,597	22,597	22,597
31-820-0410	GROUP INSURANCE	48,077	38,603	47,013	50,000	45,387	45,387	45,387	45,387
31-820-0510	LGRS RETIREMENT	24,871	16,927	25,113	27,000	20,298	20,298	20,298	20,298
31-820-0520	401K SUPP RETIREMENT	8,577	3,350	9,636	10,000	5,833	5,833	5,833	5,833
31-820-0700	UNEMPLOYMENT	0	1,302	151	250	705	705	705	705
31-820-0800	WORKERS COMPENSATION	3,553	3,460	4,325	4,500	10,600	10,600	10,600	10,600
31-820-1000	RETIRE INSURANCE	15,006	23,003	20,302	24,000	22,951	22,951	22,951	22,951
31-820-2100	DEPARTMENT SUPPLIES	538	1,500	276	350	1,500	1,500	1,500	1,500
31-820-2101	CHEMICALS	19,460	21,000	20,560	21,000	22,000	22,000	22,000	22,000
31-820-2102	CERTIFIED LAB EQUIPMENT	3,312	5,000	3,559	3,600	8,000	8,000	8,000	8,000
31-820-2300	VEHICLE SUPPLIES	5,951	9,000	8,367	9,000	9,000	9,000	9,000	9,000
31-820-2600	GROUNDKEEPING SUPPLIES	10,961	20,000	14,209	15,000	20,000	20,000	20,000	20,000
31-820-3100	PROFESSIONAL SERVICES	840	1,400	0	0	2,000	2,000	2,000	2,000
31-820-3101	PROF SVCS-LAB TESTING	14,885	17,600	17,435	17,600	16,000	16,000	16,000	16,000
31-820-3300	DUES & SUBSCRIPTIONS	3,530	4,500	3,940	3,940	4,500	4,500	4,500	4,500
31-820-3600	STAFF DEVELOPMENT	2,224	4,000	2,536	2,536	4,000	4,000	4,000	4,000
31-820-3710	UNIFORMS	1,014	3,720	3,579	3,750	3,720	3,720	3,720	3,720
31-820-3720	OSHA COMPLIANCE ITEMS	672	2,000	749	749	2,000	2,000	2,000	2,000
31-820-4110	MAINT & REPAIR EQUIPMENT	43,425	38,410	22,105	24,000	45,000	45,000	45,000	45,000
31-820-4115	MAINT & REPAIR FACILITIES	3,047	8,000	2,869	2,900	8,000	8,000	8,000	8,000
31-820-4120	REPAIR & MAINT PLANT	40,439	50,000	49,602	50,000	50,000	50,000	50,000	50,000
31-820-4130	MAINT & REPAIR VEHICLES	2,095	3,250	1,765	2,000	3,250	3,250	3,250	3,250
31-820-4300	TELEPHONE & POSTAGE	4,065	8,000	3,537	4,143	8,000	8,000	8,000	8,000
31-820-4400	UTILITIES	69,924	65,000	54,990	65,183	65,000	65,000	65,000	65,000
31-820-5440	SEWER TREATMENT COST	2,868,510	2,866,718	2,866,717	2,866,717	2,817,848	2,817,848	2,817,848	2,817,848
31-820-5445	CAPITAL OUTLAY	123,726	10,000	9,247	9,247	80,000	80,000	80,000	80,000
31-820-6100	CONTRACTED SERVICES	13,304	12,000	7,886	12,000	12,000	12,000	12,000	12,000
31-820-6101	CONT SVC-SLUDGE REMOVAL	25,330	56,590	49,036	54,000	50,000	50,000	50,000	50,000
31-820-6520	SEWER TREATMENT-COUNTY O&M	405,626	525,000	412,598	450,598	340,000	340,000	340,000	340,000
31-820-7110	DEBT SERVICE-PRINCIPAL	109,275	0	0	0	-	-	-	-
31-820-7120	DEBT SERVICE-INTEREST	5,322	0	0	0	-	-	-	-
31-820-9100	EXPENDABLE EQUIPMENT	238	2,000	0	0	2,000	2,000	2,000	2,000
31-820-9672	TRANSFER TO CAPITAL RESERVE	323,751	70,417	70,417	70,417	489,588	489,588	489,588	489,588
31-820-9700	APPROPRIATED FUND BALANCE	-	400,000	-	400,000	-	-	-	-
31-820	DEPARTMENT TOTAL	4,572,035	4,567,452	4,092,872	4,591,630	4,487,166	4,487,166	4,487,166	4,487,166

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<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</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 = \$2,000
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 = \$16,000
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> Under contract with UniFirst (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.	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 2018 - 2019

5440	<u>SEWER TREATMENT COST</u>		
	Payment to county for Capital Cost for Treatment.	TOTAL =	\$2,817,848
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5445	<u>CAPITAL OUTLAY</u>		
	Coating Clarifier	50,000	
	Storage Building for Bill Smith Park (\$15,0000 was budgeted in current year and not expended)	30,000	TOTAL = \$80,000
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6100	<u>CONTRACTED SERVICES</u>		
	Based on facility generators maintenance and cleaning of Aeration Basin and tilling of irrigation ponds.	TOTAL =	\$12,000
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6101	<u>CONTRACTED SERVICES - SLUDGE REMOVAL</u>		
	Estimated per past experience. Current contract price is about \$0.16/gal hauled	TOTAL =	\$50,000
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6520	<u>SEWER TREATMENT COST</u>		
	Payment to county for O&M Costs for treatment	TOTAL =	\$340,000
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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
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9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Transfer funds for planned capital expenditures	TOTAL =	\$489,588
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		TOTAL	<u><u>\$4,063,406</u></u>

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	FY 16 - 17 <u>ACTUAL</u>	FY 17 - 18 <u>BUDGET</u>	REQUESTED		APPROVED		<u>APPROVED</u> %	<u>POSITIONS</u>
			<u>BUDGET</u>	<u>%</u>	<u>BUDGET</u>	<u>CHANGE</u>		
Salaries/Benefits	470,572	362,347	423,760	16.95%	423,760	16.95%	2	
Operating Expenses	265,253	332,970	335,970	0.90%	3,481,818	945.69%	1	
Capital Outlay	123,726	10,000	80,000	700.00%	0	-100.00%	1	
Debt Service	114,597	0	0	0.00%	0	0.00%	2	
Sewer Treatment	3,274,136	3,391,718	3,157,848	-6.90%	92,000	-97.29%		
Transfers	323,751	470,417	489,588	4.08%	489,588	4.08%		
TOTAL	4,572,035	4,567,452	4,487,166	-1.76%	4,487,166	-1.76%	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 TREATMENT (31-820)
PERSONNEL COST DATA
FY 2018 - 2019

First Name	Last Name	Position	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance
TOTAL BASE SALARIES								
				\$ 259,230	\$ 259,230	\$ 259,230	\$ 259,230	\$ 45,387
EFFECTIVE MERIT			3.00%	\$ 9,255	\$ 7,777	\$ 7,777	\$ 7,777	
CELLPHONE ALLOWANCE			\$600	\$ 1,800	\$ 1,200	\$ 1,200	\$ 1,200	
OVERTIME				\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
COLA			2.2%	-	\$ 5,831	\$ 5,831	\$ 5,831	
CHRISTMAS BONUS				\$ 1,575	\$ 1,350	\$ 1,350	\$ 1,350	
TOTAL ALL SALARIES & OVERTIME				\$ 291,860	\$ 295,388	\$ 295,388	\$ 295,388	
FRINGE BENEFIT COSTS								
GROUP INSURANCE			7.65%	\$ 38,603	\$ 45,387	\$ 45,387	\$ 45,387	
FICA (7.65%)			\$118	\$ 19,592	\$ 22,597	\$ 22,597	\$ 22,597	
UNEMPLOYMENT				\$ 1,302	\$ 705	\$ 705	\$ 705	
WORKERS COMPENSATION				\$ 3,460	\$ 10,600	\$ 10,600	\$ 10,600	
LGERS RETIREMENT			7.83%	\$ 16,927	\$ 20,298	\$ 20,298	\$ 20,298	
401K RETIREMENT			2.25%	\$ 3,350	\$ 5,833	\$ 5,833	\$ 5,833	
RETIREE INSURANCE				\$ 20,321	\$ 22,951	\$ 22,951	\$ 22,951	
TOTAL FRINGE BENEFIT COSTS				\$ 103,555	\$ 128,371	\$ 128,371	\$ 128,371	
GRAND TOTAL PERSONNEL BUDGET				\$ 395,415	\$ 423,760	\$ 423,760	\$ 423,760	

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

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (COLLECTION)									
31-830-0200	SALARIES & WAGES - FULL TIME	181,917	246,970	201,674	246,970	233,432	233,432	233,432	233,432
31-830-0210	SALARIES & WAGES - OVERTIME	30,498	35,000	43,703	45,000	35,000	35,000	35,000	35,000
31-830-0250	CELL PHONE ALLOWANCE	1,750	3,000	2,400	3,000	3,000	3,000	3,000	3,000
31-830-0300	FICA EXPENSE	15,738	21,800	18,365	21,800	20,765	20,765	20,765	20,765
31-830-0410	GROUP INSURANCE	28,984	33,623	36,519	39,000	36,115	36,115	36,115	36,115
31-830-0510	LGERS RETIREMENT	15,361	21,373	18,550	21,373	21,018	21,018	21,018	21,018
31-830-0520	401K SUPP RETIREMENT	4,393	4,230	5,987	4,700	6,040	6,040	6,040	6,040
31-830-0700	UNEMPLOYMENT	0	1,085	126	300	705	705	705	705
31-830-0800	WORKERS COMPENSATION	7,727	10,229	8,034	10,229	9,672	9,672	9,672	9,672
31-830-1000	RETIREE INSURANCE	16,796	20,321	23,047	26,000	20,122	20,122	20,122	20,122
31-830-2100	DEPARTMENT SUPPLIES	125	1,000	501	1,000	1,000	1,000	1,000	1,000
31-830-2101	SEWER TAPS	51,043	150,000	143,100	150,000	150,000	150,000	150,000	150,000
31-830-2300	VEHICLE SUPPLIES	5,565	11,000	10,948	11,500	10,000	10,000	10,000	10,000
31-830-3100	PROFESSIONAL SERVICES	2,950	10,900	10,700	10,700	9,000	9,000	9,000	9,000
31-830-3300	DUES & SUBSCRIPTIONS	550	1,100	500	500	4,000	4,000	4,000	4,000
31-830-3600	STAFF DEVELOPMENT	3,259	4,000	3,329	3,500	4,000	4,000	4,000	4,000
31-830-3710	UNIFORMS	1,434	3,100	2,674	2,800	3,720	3,720	3,720	3,720
31-830-3720	OSHA COMPLIANCE ITEMS	987	1,000	695	1,000	1,000	1,000	1,000	1,000
31-830-4110	MAINT & REPAIRS - FACILITIES	8,672	12,000	1,784	2,500	15,000	15,000	15,000	15,000
31-830-4120	MAINT & REPAIR EQUIPMENT	92,054	110,000	25,364	35,000	110,000	110,000	110,000	110,000
31-830-4130	MAINT & REPAIR VEHICLES	1,736	5,500	4,511	5,500	3,500	3,500	3,500	3,500
31-830-4140	REP/MAINT COLLECTION SYSTEM	96,404	250,000	196,983	225,000	250,000	250,000	250,000	250,000
31-830-4300	TELEPHONE & POSTAGE	4,169	3,600	3,023	4,000	4,000	4,000	4,000	4,000
31-830-4301	INTERNET ACCESS	2,118	3,195	3,053	3,200	2,000	2,000	2,000	2,000
31-830-4400	UTILITIES	263,960	290,000	257,633	290,000	290,000	290,000	290,000	290,000
31-830-5440	CAPITAL OUTLAY	187,238	260,400	79,857	79,900	268,000	268,000	268,000	268,000
31-830-5450	CAPITAL OUTLAY-CIP	125,997	657,000	176,641	176,641	185,927	185,927	185,927	185,927
31-830-6100	CONTRACTED SERVICES	138,169	120,000	105,622	108,000	120,000	120,000	120,000	120,000
31-830-7110	DEBT SERVICE-PRINCIPAL	3,382,351	3,507,181	3,507,181	3,507,181	3,632,350	3,632,350	3,632,350	3,632,350
31-830-7120	DEBT SERVICE-INTEREST	3,622,536	3,724,350	3,724,350	3,724,350	3,588,950	3,588,950	3,588,950	3,588,950
31-830-9100	EXPENDABLE EQUIPMENT	923	2,500	0	1,000	2,000	2,000	2,000	2,000
31-830-9672	TRANSFER TO CAPITAL RESERVE	286,000	200,000	200,000	200,000	300,000	300,000	300,000	300,000
31-830-9714	REIMBURSE ACCOMMODATIONS FUND	2,800,000	1,400,000	350,000	1,400,000	-	-	-	-
31-830	DEPARTMENT TOTAL	11,381,406	11,125,457	9,166,853	10,361,644	9,340,317	9,340,317	9,340,317	9,340,317

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL 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 =	\$1,000
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2101	<u>SEWER TAPS</u>	Materials needed to provide service connections to our customers.(5 on vac system, 4 on gravity system) Installation of 30 pits	150,000 0 Sub Total	TOTAL = \$150,000
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2300	<u>VEHICLE SUPPLIES</u>	Fuel, diesel, oil, etc. estimated per past experience.	TOTAL =	\$10,000
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3100	<u>PROFESSIONAL SERVICES</u>	Collection lines, piping materials, equipment, pumps, permit modifications. Estimated per past experience.	TOTAL =	\$9,000
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3300	<u>DUES & SUBSCRIPTIONS</u>	Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials. As well as additional Permit renewals.	TOTAL =	\$4,000
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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
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3710	<u>UNIFORMS</u>	New contract with Unifirst for six employees at \$620 per employee.	TOTAL =	\$3,720
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3720	<u>OSHA COMPLIANCE ITEMS</u>	Estimated per past experience. Inventory of items for confined space equipment and devices.	TOTAL =	\$1,000
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4110	<u>MAINTENANCE & REPAIRS - FACILITIES</u>	For repairs to Wastewater Dept Bldgs and Grounds	TOTAL =	\$15,000
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4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>	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
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4130	<u>MAINTENANCE & REPAIR VEHICLES</u>	Estimated per past experience. Also for basic items on portable generators.	TOTAL =	\$3,500
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4140	<u>REPAIR / MAINTENANCE COLLECTION SYSTEM</u>	Maintenance provided to 34 Lift Stations, 68 pumps, 9000 connections, manholes, 100 miles of pipe lines.	TOTAL =	\$250,000
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4300	<u>TELEPHONE & POSTAGE</u>	Estimated per past experience for 24/7 on call requirements plus Lift Stations and Vacuum Stations Alarm Systems.	TOTAL =	\$4,000
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4301	<u>INTERNET ACCESS</u>	Estimated at \$125 per month	TOTAL =	\$2,000
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4400	<u>UTILITIES</u>	Estimated per past experience for Lift Stations (33 total) plus Vacuum Stations (9).	TOTAL =	\$290,000
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**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

5440	<u>CAPITAL OUTLAY</u>		
	Vacuum Station Air Conditioners (6 planned, 3 installed in current year, will finish in 2018-2019)	\$250,000	
	Meyers Pumps - (2) 5 hp @ \$5,000 each and (2) 3 hp @ \$4,000 each	\$18,000	
	Sub-Total	\$268,000	TOTAL = \$268,000
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5450	<u>CAPITAL IMPROVEMENT</u>		
	Vacuum Station Bypasses at # 4,5,6,8 7 9 at \$6,283 X 5 = \$	\$31,415	
	(2) F150 Pick Up Trucks at \$49,756 each. These will replace 2 with over 150,000 miles	\$99,512	
	300 Gallon Vactron with valve exerciser	\$55,000	
	Sub-Total	\$185,927	TOTAL = \$185,927
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6100	<u>CONTRACTED SERVICES</u>		
	Portable Generator Maintenance	\$10,000	
	Lift Station SCADA maintenance agreement	\$4,236	
	Customer Tap Installation (\$70,000) if pit is over six foot deep	\$70,000	
	Vacuum Station Inspection, Motor Calibrations and Crane Inspections	\$35,764	
	Sub-Total	\$120,000	TOTAL = \$120,000
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7110	<u>DEBT SERVICE-PRINCIPAL</u>		
	2009A Revenue Bond	\$1,425,000	
	2011 Revenue Bond	\$310,000	
	2015 Revenue Bond	\$195,000	
	2017 Revenue Bond	\$1,020,000	
	SRLF - \$9,000,000	\$369,897	
	SRLF - \$8,500,000	\$312,454	
	Sub-total	\$3,632,350	TOTAL = \$3,632,350
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7120	<u>DEBT SERVICE-INTEREST</u>		
	2009A Revenue Bond	\$67,688	
	2011 Revenue Bond	\$26,213	
	2015 Revenue Bond	\$1,868,538	
	2017 Revenue Bond	\$1,424,981	
	SRLF - \$9,000,000	\$94,751	
	SRLF - \$8,500,000	\$106,779	
	Subtotal	\$3,588,950	TOTAL = \$3,588,950
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9100	<u>EXPENDABLE EQUIPMENT</u>		
	Small items with estimated life over one year and cost of less than \$5,000 threshold		TOTAL = \$2,000
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9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Transfers for funding of future capital projects as capital needs replaced		TOTAL = \$300,000
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	TOTAL	\$8,954,447	

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

<u>EXPENDITURES</u>	<u>FY 16 - 17</u>	<u>FY 17 - 18</u>	<u>REQUESTED</u>	<u>REQUESTED</u>	<u>APPROVED</u>	<u>APPROVED</u>	<u>POSITIONS</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>FY 18 - 19</u>	<u>% CHANGE</u>	<u>FY 18 - 19</u>	<u>% CHANGE</u>	
Salaries/Benefits	303,165	397,631	385,869	-2.96%	385,869	27.28%	Wastewater Superintendant 1
Operating Expenses	674,119	978,895	979,220	0.03%	979,220	45.26%	Crew Leader 1
Capital Improvement	125,997	657,000	185,927	-71.70%	185,927	47.56%	Utility Maintenance Mechanic 2
Capital Outlay	187,238	260,400	268,000	2.92%	268,000	43.13%	Utility Maintenance Mechanic(NEW) 1
Debt Service	7,004,887	7,231,531	7,221,300	-0.14%	7,221,300	3.09%	Collection System Mechanic 1
Reserves	2,800,000	1,400,000	-	0.00%	-	100.00%	
Transfers	286,000	200,000	300,000	0.00%	300,000	100.00%	
TOTAL	11,381,406	11,125,457	9,340,317	-16.05%	9,340,317	-17.93%	

PERSONNEL FULL-TIME PART-TIME TOTAL

6

6

TOTAL

6

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

First Name	Last Name	Position	Gr	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME									
				\$ 226,633	\$ 226,633	\$ 226,633	\$ 226,633	\$	6
CELLPHONE ALLOWANCE									
				\$ 2,400	\$ 3,000	\$ 3,000	\$ 3,000	\$	6
SUBTOTAL SALARIES									
				\$ 229,033	\$ 229,633	\$ 229,633	\$ 229,633	\$	
SUBTOTAL BASE SALARIES & CHRISTMAS BONUS									
			3.00%	\$ -	\$ 6,799	\$ 6,799	\$ 6,799	\$	
EFFECTIVE MERIT									
				\$ 30,000	\$ 35,000	\$ 35,000	\$ 35,000	\$	
OVERTIME									
			2.2%	\$ -	\$ 5,098	\$ 5,098	\$ 5,098	\$	
COLA									
				\$ 1,125	\$ 1,350	\$ 1,350	\$ 1,350	\$	
CHRISTMAS BONUS									
				\$ 259,033	\$ 271,432	\$ 271,432	\$ 271,432	\$	
TOTAL ALL SALARIES & OVERTIME									
FRINGE BENEFIT COSTS									
				\$ 36,115	\$ 36,115	\$ 36,115	\$ 36,115	\$	
GROUP INSURANCE									
			7.65%	\$ 33,623	\$ 20,765	\$ 20,765	\$ 20,765	\$	
FICA & MEDICARE									
			\$118	\$ 1,000	\$ 705	\$ 705	\$ 705	\$	
UNEMPLOYMENT (\$217 / Employee)									
				\$ -	\$ 9,672	\$ 9,672	\$ 9,672	\$	
WORKERS COMPENSATION									
			7.83%	\$ 4,230	\$ 21,018	\$ 21,018	\$ 21,018	\$	
LGRS RETIREMENT									
			2.25%	\$ 1,085	\$ 6,040	\$ 6,040	\$ 6,040	\$	
401K RETIREMENT									
				\$ 76,053	\$ 94,315	\$ 94,315	\$ 94,315	\$	
TOTAL FRINGE BENEFIT COSTS									
GRAND TOTAL PERSONNEL BUDGET				\$ 335,086	\$ 365,747	\$ 365,747	\$ 365,747	\$	

**TOWN OF OAK ISLAND
REVENUES STORMWATER FUND (32)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommends	Council Approved
32-300-1500	INTEREST EARNED				0	0	0	0
32-300-5310	STORMWATER FEES - RESIDENTIAL	281,361	287,100	264,207	313,830	307,197	307,197	307,197
32-300-5320	STORMWATER FEES - COMMERCIAL	32,152	30,869	28,700	39,223	30,869	30,869	30,869
32-300-8948	NC STATE CISTERN GRANT	0	25,000	22,651	89,688	0	0	0
32-300-9800	APPROPRIATED FUND BALANCE	0	320,265	0	0	0	0	0
TOTAL STORMWATER FUND		313,514	663,234	315,558	442,741	338,066	338,066	338,066

**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 -19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
PUBLIC WORKS - STORMWATER									
32-562-0220	SALARIES & WAGES - FULL TIME	127,100	110,168	121,023	130,023	118,453	118,453	118,453	118,453
32-562-0230	SALARIES & WAGES - PART TIME	0	41,600	36,154	41,600	41,933	41,933	41,933	41,933
32-562-0240	SALARIES & WAGES - OVERTIME	8,386	2,000	2,817	3,000	2,000	2,000	2,000	2,000
32-562-0300	FICA EXPENSE	9,775	11,763	11,799	13,360	12,423	12,423	12,423	12,423
32-562-0410	GROUP INSURANCE	16,941	21,382	22,618	21,382	22,834	22,834	22,834	22,834
32-562-0510	RETIREMENT	6,328	8,502	8,455	8,502	9,431	9,431	9,431	9,431
32-562-0520	401K SUPP RETIREMENT	1,395	1,683	2,450	1,683	2,710	2,710	2,710	2,710
32-562-0700	UNEMPLOYMENT	0	651	76	651	353	353	353	353
32-562-0800	WORKERS COMPENSATION	1,875	2,482	2,813	2,482	4,032	4,032	4,032	4,032
32-562-2100	DEPARTMENTAL SUPPLIES	1,134	3,400	1,631	2,000	2,000	2,000	2,000	2,000
32-562-2300	VEHICLE SUPPLIES	99	2,000	190	2,000	1,000	1,000	1,000	1,000
32-562-3100	PROFESSIONAL SERVICES	4,448	9,140	0	4,000	2,000	2,000	2,000	2,000
32-562-3200	NPDES-PUBLIC EDUCATION	1,367	3,000	1,887	1,370	2,000	2,000	2,000	2,000
32-562-3300	ENVIRONMENTAL PERMIT	860	860	860	860	860	860	860	860
32-562-3600	STAFF DEVELOPMENT	2,957	3,000	586	586	3,000	3,000	3,000	3,000
32-562-3710	UNIFORMS	432	1,860	1,426	1,000	1,860	1,860	1,860	1,860
32-562-3720	OSHA COMPLIANCE ITEMS	290	1,000	1,173	300	1,000	1,000	1,000	1,000
32-562-4130	MAINT & REPAIR VEHICLES	0	3,000	1,185	500	3,000	3,000	3,000	3,000
32-562-4140	MAINT & REPAIR DRAINAGE	24,228	30,000	27,885	30,000	35,000	35,000	35,000	35,000
32-562-4300	TELEPHONE & POSTAGE	249	450	216	450	450	450	450	450
32-562-4301	INTERNET ACCESS	0	265	242	0	0	0	0	0
32-562-5420	CAPITAL OUTLAY - EQUIPMENT	0	-	0	0	0	0	0	0
32-562-6100	CONTRACTED SERVICES	14,491	22,500	0	15,000	25,000	25,000	25,000	25,000
32-562-6101	DRAINAGE PROJECTS	25,410	30,028	20,441	30,028	35,000	35,000	35,000	35,000
32-562-6102	WATER QUALITY MONITORING	8,048	7,500	4,274	7,500	1,500	1,500	1,500	1,500
32-562-6103	TOWN HALL STORMWATER PROJECT	320,000	320,000	170,308	170,308	0	0	0	0
32-562-6105	CISTERN PROJECT	20,262	25,000	11,710	15,000	0	0	0	0
32-562-9672	TRANSFER TO CAPITAL RESERVE	85,447	-	0	0	10,227	10,227	10,227	10,227

32-562	DEPARTMENT TOTAL	361,520	663,234	452,220	503,585	338,066	338,066	338,066
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**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u> Estimated funds to purchase supplies.	TOTAL =	\$2,000
<hr/>			
2300	<u>VEHICLE SUPPLIES</u> Gas, oil, etc. for department vehicle use.	TOTAL =	\$1,000
<hr/>			
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.	TOTAL =	\$2,000
<hr/>			
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
<hr/>			
3300	<u>ENVIRONMENTAL PERMIT</u> Based on review of current year permit cost	TOTAL =	\$860
<hr/>			
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
<hr/>			
3710	<u>UNIFORMS</u> 3 people at \$620.00 each	TOTAL =	\$1,860
<hr/>			
3720	<u>OSHA COMPLIANCE ITEMS</u> For material, equipment, etc. for safety compliance.	TOTAL =	\$1,000
<hr/>			
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Funds for minor vehicle repairs.(1 F150 pickup, Dump Truck and Backhoe)	TOTAL =	\$3,000
<hr/>			
4140	<u>MAINTENANCE & REPAIR DRAINAGE</u> Estimated from past experience, funds for stone, replacement pipe, grader and bush hog blades, wheel loader replacement brooms, etc. for maintaining system. Few Items, Rip Rap placement along bank NE 78th, 1700 E. Yacht Catch Basin rehab and pipe, NE 50th Re-Grading and stabilization of ditch banks.	TOTAL =	\$35,000
<hr/>			
4300	<u>TELEPHONE & POSTAGE</u> Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$450
<hr/>			
6100	<u>CONTRACTED SERVICES</u> Estimated expenses needed for repairs during the year.	TOTAL =	\$25,000
<hr/>			
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. A few of the projects NE 12th. E Yacht Catch Basin and Piping, NE 55th Infiltration Trenches, W. Yacht Culvert Pipe and Rip Rap.	TOTAL =	\$35,000
<hr/>			
6102	<u>WATER QUALITY MONITORING</u> Funds for water sampling and analysis for Water Quality Group Requests.	TOTAL =	\$1,500
<hr/>			
9672	<u>TRANSFER TO CAPITAL RESERVE</u> Funding for future equipment purchases and engineering studies as needed and implementation of stormwater solutions.	TOTAL =	\$10,227
<hr/>			
			TOTAL
			\$ 123,897

**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits	171,800	200,231	214,169	6.96%	214,169	6.96%
Operating Expenses	104,273	463,003	113,670	-75.45%	112,170	-75.77%
Capital Outlay	0	0	-		1,500	
Transfers	85,447	-	10,227	0.00%	10,227	0.00%
TOTAL	361,520	663,234	338,066	-49.03%	338,066	-49.03%

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	3	1	4
TOTAL	3	1	4

<u>POSITIONS</u>	
Full -Time	
Crew Leader	1
Heavy Equipment Operator	1
Equipment Operator	1
TOTAL	3
Part- Time	
Stormwater Administrator	1
TOTAL	4

**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
PERSONNEL COST DATA**

First Name	Last Name	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME			\$ 111,904	\$ 111,904	\$ 111,904	\$ 111,904	\$ -	3
SUBTOTAL SALARIES PART TIME			\$ 41,933	\$ 41,933	\$ 41,933	\$ 41,933		
TOTAL ALL SALARIES			\$ 153,837	\$ 153,837	\$ 153,837	\$ 153,837		
OVERTIME			\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000		
EFFECTIVE MERIT		3.00%	\$ 3,160	\$ 3,357	\$ 3,357	\$ 3,357		
COLA		2.2%	\$ -	\$ 2,517	\$ 2,517	\$ 2,517		
CHRISTMAS BONUS		\$225	\$ 450	\$ 675	\$ 675	\$ 675		
TOTAL SALARIES & OVERTIME			\$ 159,447	\$ 162,386	\$ 162,386	\$ 162,386		
FRINGE BENEFIT COSTS								
GROUP INSURANCE			\$ 21,382	\$ 22,834	\$ 22,834	\$ 22,834		
FICA & MEDICARE		7.65%	\$ 11,763	\$ 12,423	\$ 12,423	\$ 12,423		
UNEMPLOYMENT		\$118	\$ 651	\$ 353	\$ 353	\$ 353		
WORKERS COMPENSATION			\$ 1,717	\$ 4,032	\$ 4,032	\$ 4,032		
LGERS RETIREMENT		7.83%	\$ 8,502	\$ 9,431	\$ 9,431	\$ 9,431		
401K RETIREMENT		2.25%	\$ 1,683	\$ 2,710	\$ 2,710	\$ 2,710		
TOTAL FRINGE BENEFIT COSTS			\$ 45,698	\$ 51,783	\$ 51,783	\$ 51,783		
GRAND TOTAL PERSONNEL BUDGET			\$ 205,145	\$ 214,169	\$ 214,169	\$ 214,169		

**TOWN OF OAK ISLAND
REVENUES SOLID WASTE FUND (35)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommends	Council Approved
35-300-1500	INTEREST EARNED	4,911	1,500	5,114	0	0	0	0
35-300-3250	SOLID WASTE DISPOSAL TAX	1,078,887	1,070,000	1,012,654	5,200	4,000	4,000	4,000
35-300-5410	SOLID WASTE COLLECTION FEES	30,000	0	0	1,070,000	1,072,503	1,072,503	1,072,503
35-300-8200	BEACH ACCESS RECYCLING GRANT	2,931	0	527	0	0	0	0
35-300-8420	SALE OF MATERIALS	0	20,000	0	527	0	0	0
35-300-9800	APPROPRIATED FUND BALANCE	0	0	0	0	0	0	0
TOTAL SOLID WASTE FUND		1,116,729	1,091,500	1,018,295	1,075,727	1,076,503	1,076,503	1,076,503

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	6/30/18 YE EXPENSE				
SOLID WASTE FUND									
35-580-0220	SALARIES & WAGES - FULL TIME	179,858	139,809	205,178	235,178	156,700	156,700	156,700	156,700
35-580-0230	SALARIES & WAGES - PART TIME	0	-	0	-	11,232	11,232	11,232	11,232
35-580-0240	SALARIES & WAGES - OVERTIME	20,868	10,000	45,734	47,000	10,000	10,000	10,000	10,000
35-580-0250	CELL PHONE ALLOWANCE	1,200	1,200	2,100	2,700	600	600	600	600
35-580-0300	FICA EXPENSE	15,140	11,552	19,104	21,587	12,753	12,753	12,753	12,753
35-580-0410	GROUP INSURANCE	2,645	18,422	32,651	35,000	19,646	19,646	19,646	19,646
35-580-0510	RETIREMENT	15,031	11,355	18,230	19,500	12,173	12,173	12,173	12,173
35-580-0520	401K SUPP RETIREMENT	7,513	2,247	4,402	460	3,498	3,498	3,498	3,498
35-580-0700	UNEMPLOYMENT	0	651	76	250	353	353	353	353
35-580-0800	WORKERS COMPENSATION	4,084	5,406	4,255	5,406	9,330	9,330	9,330	9,330
35-580-2100	DEPARTMENTAL SUPPLIES	1,838	2,500	1,832	2,500	2,500	2,500	2,500	2,500
35-580-2300	VEHICLE SUPPLIES	24,443	30,000	26,046	30,000	30,000	30,000	30,000	30,000
35-580-3710	UNIFORMS	1,104	1,860	1,551	1,860	1,860	1,860	1,860	1,860
35-580-4130	MAINT & REPAIR VEHICLES	35,229	46,500	43,000	58,500	42,500	42,500	42,500	42,500
35-580-4140	MAINT & REPAIR RAMP	11,550	8,000	0	8,000	12,000	12,000	12,000	12,000
35-580-4300	TELEPHONE & POSTAGE	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	183,651	147,500	157,317	165,000	177,920	177,920	177,920	177,920
35-580-6410	SOLID WASTE DISPOSAL FEES	6,037	15,000	8,643	8,800	15,000	15,000	15,000	15,000
35-580-6420	RECYCLING PROGRAM-HOUSEHOLD	498,145	389,000	466,751	475,000	389,000	389,000	389,000	389,000
35-580-6430	YARD WASTE RECYCLE	73,500	140,000	107,700	115,000	95,000	95,000	95,000	95,000
35-580-9100	EXPENDABLE EQUIPMENT	0	500	0	500	500	500	500	500
35-580-9672	TRANSFER TO CAPITAL RESERVE		108,998	0	96,998	72,939	72,939	72,939	72,939
35-580	DEPARTMENT TOTAL	1,081,836	1,091,500	1,144,569	1,330,239	1,076,503	1,076,503	1,076,503	1,076,503

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u> Supplies include trash bags for beach trash program	TOTAL =	\$2,500
<hr/>			
2300	<u>VEHICLE SUPPLIES</u> Gas, oil, etc. for department vehicle use.	TOTAL =	\$30,000
<hr/>			
3710	<u>UNIFORMS</u> Uniforms for (3) employees at \$620.00 each	TOTAL =	\$1,860
<hr/>			
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Estimated per past experience. At least 10,000 over this year	TOTAL =	\$42,500
<hr/>			
4130	<u>MAINTENANCE & REPAIR RAMPS</u> Maintenance of Ramps for maintenance & improvements to ramp for Beach Access Recycling	TOTAL =	\$12,000
<hr/>			
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
<hr/>			
6100	<u>CONTRACTED SERVICES</u> Second summer pickup (\$1,660 X 4.5 X 6.3 = \$47,500 Extra trash, Beach access, recycling poly carts in parks, also ordinance trash disposal site at Middleton Park. Porta John Rental (West End) \$1,158.24 monthly Miscellaneous Item Pickup and increased hauling cost due to closure of Barbee Bridge	47,500 26,000 13,900 90,100 <hr/> Sub-total 177,500	
	<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 <hr/> Sub-Total 420	
		TOTAL =	\$177,920
<hr/>			
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
<hr/>			
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 =	\$389,000
<hr/>			
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
<hr/>			
9100	<u>EXPENDABLE ASSETS</u> Includes gas powered tools for debris clean up	TOTAL =	\$500
<hr/>			
9672	<u>TRANSFER TO CAPITAL RESERVE</u> Funding for future equipment purchases	TOTAL =	\$72,939
<hr/>			
		TOTAL	\$ 840,219

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED</u>		<u>APPROVED</u>		<u>APPROVED %</u>	<u>CHANGE</u>
			<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>	<u>FY 18 - 19 BUDGET</u>	<u>% CHANGE</u>		
Salaries/Benefits	246,340	200,642	236,284	17.76%	236,284	17.76%		17.76%
Operating Expenses	835,497	781,860	767,280	-1.86%	767,280	-1.86%		-1.86%
Capital Outlay	0	0	0		0			
Transfers	0	108,998	72,939	0.00%	72,939	0.00%		0.00%
TOTAL	1,081,836	1,091,500	1,076,503	-1.37%	1,076,503	-1.37%		-1.37%

<u>POSITIONS</u>	
<u>Full Time</u>	
Crew Leader	1
Heavy Equipment Operator	1
Equipment Operator	1
<u>Total Full Time</u>	<u>3</u>
<u>Part Time</u>	
Summer Beach Access	6
TOTAL	9

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	9	0	9

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

FY 2018 - 2019

First Name	Last Name	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME								
			\$ 137,571	\$ 137,571	\$ 137,571	\$ 137,571	\$	3
PART TIME EMPLOYEES								
NEW		Summer Beach Access Trash Program Employees (anticipated 6 employees @ \$12/hr., 4 hrs per day, 3 days per week for 13 weeks)	\$ -	\$ 11,232	\$ 11,232	\$ 11,232	\$	6
SUBTOTAL SALARIES - PART TIME								
			\$ -	\$ 11,232	\$ 11,232	\$ 11,232		
TOTAL ALL SALARIES								
			\$ 137,571	\$ 148,803	\$ 148,803	\$ 148,803		1
		CELLPHONE ALLOWANCE	\$600	\$600	\$600	\$600		
		EFFECTIVE MERIT	\$ 5,519	\$ 4,127	\$ 4,127	\$ 4,127		
		OVERTIME	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		
		COLA	\$ -	\$ 3,094	\$ 3,094	\$ 3,094		
		CHRISTMAS BONUS	\$ 900	\$ 675	\$ 675	\$ 675		
TOTAL SALARIES & OVERTIME								
			\$ 153,990	\$ 166,700	\$ 166,700	\$ 166,700		
FRINGE BENEFIT COSTS								
		GROUP INSURANCE	\$ 18,422	\$ 19,646	\$ 19,646	\$ 19,646		
		FICA & MEDICARE	\$ 11,552	\$ 12,753	\$ 12,753	\$ 12,753		
		UNEMPLOYMENT	\$ 651	\$ 353	\$ 353	\$ 353		
		WORKERS COMPENSATION	\$ 3,741	\$ 9,330	\$ 9,330	\$ 9,330		
		LGERS RETIREMENT	\$ 11,355	\$ 12,173	\$ 12,173	\$ 12,173		
		401K RETIREMENT	\$ 2,247	\$ 3,498	\$ 3,498	\$ 3,498		
TOTAL FRINGE BENEFIT COSTS								
			\$ 47,968	\$ 57,752	\$ 57,752	\$ 57,752		
GRAND TOTAL PERSONNEL BUDGET								
			\$ 201,958	\$ 224,452	\$ 224,452	\$ 224,452		

**TOWN OF OAK ISLAND
REVENUES SOUTH HARBOR GOLF FUND (38)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommends	Council Approved
38-300-5510	GREEN FEE PLAY	114,515	103,000	113,463	118,000	115,000	115,000	115,000
38-300-5520	ANNUAL MEMBERSHIPS	29,528	24,000	29,213	30,000	30,000	30,000	30,000
38-300-5530	MERCHANDISE SALES	9,166	12,500	6,356	7,963	7,900	7,900	7,900
38-300-8951	SPONSORSHIPS	0	0	3,055	3,055	0	0	0
38-300-9710	TRANSFER FROM GENERAL FUND -OPERATIONS	146,114	150,055	50,000	60,000	89,480	89,480	89,480
TOTAL SOUTH HARBOR GOLF FUND		299,323	289,555	202,088	219,018	242,380	242,380	242,380

**TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 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	66,313	41,194	33,809	33,809	35,485	35,485	\$ 35,485
38-501-0230	SALARIES & WAGES - PART TIME	0	21,800	20,089	20,347	20,966	20,966	20,966
38-501-0240	SALARIES & WAGES - OVER TIME	1,495	-	872	872	-	-	-
38-501-0250	CELL PHONE ALLOWANCE	550	600	600	600	600	600	600
38-501-0300	FICA EXPENSE	5,379	5,859	3,839	3,886	4,524	4,524	4,524
38-501-0410	GROUP INSURANCE	11,620	12,105	6,686	6,851	6,487	6,487	6,487
38-501-0510	LGERS RETIREMENT	5,134	5,140	2,612	2,613	2,778	2,778	2,778
38-501-0520	401K SUPP RETIREMENT	0	1,017	0	0	798	798	798
38-501-0700	UNEMPLOYMENT	0	434	50	50	118	118	118
38-501-0800	WORKERS COMPENSATION	2,813	3,560	2,570	3,152	722	722	722
38-501-2101	CHEMICALS/FERTILIZERS/SOIL	14,922	17,000	8,354	10,171	17,000	17,000	17,000
38-501-2102	GOLF COURSE SUPPLIES	8,782	10,000	6,248	8,230	5,230	5,230	5,230
38-501-2300	VEHICLE SUPPLIES	5,633	4,000	4,545	4,577	4,000	4,000	4,000
38-501-3710	UNIFORMS	336	700	150	150	700	700	700
38-501-4120	REPAIRS & MAINT -EQUIPMENT	23,951	30,100	15,342	15,172	30,100	30,100	30,100
38-501-4400	UTILITIES	9,907	8,600	9,441	8,553	10,000	10,000	10,000
38-501-5401	CAPITAL OUTLAY	66,703	3,500	2,815	-	-	-	-
38-501-6100	CONTRACTED SERVICES	3,679	33,800	27,939	28,513	20,000	20,000	20,000
38-501-9100	EXPENDABLE EQUIPMENT	0	500	0	-	500	500	500
38-501-9672	TRANSFER TO CAPITAL RESERVE	0	10,000	0	-	10,000	10,000	10,000
38-501	DEPARTMENT TOTAL	227,217	209,909	145,962	147,546	170,009	170,009	170,009

SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019

2101	<u>CHEMICALS/FERTILIZERS/SOIL</u>		TOTAL =	\$17,000
		Estimated funds to purchase chemicals, fertilizers, etc.		
2102	<u>GOLF COURSE SUPPLIES</u>		TOTAL =	\$5,230
		Purchase supplies for course flags, boxes, cups, etc.		
2300	<u>VEHICLE SUPPLIES</u>		TOTAL =	\$4,000
		Gas, oil, etc. for department vehicle use.		
3710	<u>UNIFORMS</u>		TOTAL =	\$700
		Full time employees: (10) shirts @ \$20.00, (10) pants @ \$40.00 each and (2) pair boots @ \$140.00 each		
4120	<u>EQUIPMENT REPAIRS AND MAINTENANCE</u>		TOTAL =	\$30,100
		Includes reel grinding. Backlapping, bedknife grinding, etc. on a biweekly basis		
4400	<u>UTILITIES</u>		TOTAL =	\$10,000
		Estimated from current year		
6100	<u>CONTRACTED SERVICES</u>			
		Irrigation Control and pump system repairs.		
		Pond and Lake Maintenance	\$ 720	
		Contract Labor for course maintenance (This is to avoid the hiring of a full time employee)	\$ 17,480	
		Aquatic Spraying # \$150.x 12 months \$1,800.00)	\$ 1,800	TOTAL = \$20,000
9100	<u>EXPENDABLE EQUIPMENT</u>		TOTAL =	\$500
		Gas powered maintenance tools such as trimmers, blowers, chainsaws, irrigation heads, etc.		
		<u>TRANSFER TO CAPITAL RESERVE</u>		
9672	Transfer toCapital Reserve for future equipment purchases		TOTAL =	\$10,000
			TOTAL =	\$97,530

**TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	93,303	91,709	72,479	-20.97%	72,479	-20.97%	Full Time Greenskeeper (Vacant) <u>1</u>
Operating Expenses	67,211	114,700	97,530	-14.97%	97,530	0.00%	Maintenance Worker <u>1</u>
Capital Outlay	66,703	3,500	0	-100.00%	0	-100.00%	Full Time
Contingency	-	-	-	0.00%	-	0.00%	Part Time Greenskeeper <u>1</u>
TOTAL	227,217	209,909	170,009	-19.01%	170,009	-19.01%	Part Time <u>1</u>

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	<u>1</u>	<u>1</u>	<u>2</u>

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
PERSONNEL COST DATA
FY 2018 - 2019

First Name	Last Name	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Group Insurance
SUBTOTAL SALARIES-FULLTIME							
			\$ 67,813	\$ 35,485	\$ 35,485	\$ 35,485	\$ 6,487
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
	Cell Phone Allowance		\$ 600	\$ 600	\$ 600	\$ 600	
SUBTOTAL SALARIES							
			\$ 73,213	\$ 57,051	\$ 57,051	\$ 57,051	
	EFFECTIVE MERIT		3.00% \$ 2,418	\$ 1,065	\$ 1,065	\$ 1,065	
	COLA		2.2% \$ 513	\$ 798	\$ 798	\$ 798	
	CHRISTMAS BONUS		\$225 \$ 450	\$ 225	\$ 225	\$ 225	
TOTAL SALARIES & OVERTIME							
			\$ 76,594	\$ 59,139	\$ 59,139	\$ 59,139	
FRINGE BENEFIT COSTS							
	GROUP INSURANCE		\$ 12,105	\$ 6,487	\$ 6,487	\$ 6,487	
	FICA & MEDICARE		\$ 5,859	\$ 4,524	\$ 4,524	\$ 4,524	
	UNEMPLOYMENT		\$ 434	\$ 118	\$ 118	\$ 118	
	WORKERS COMPENSATION		\$ 3,560	\$ 722	\$ 722	\$ 722	
	LGERS RETIREMENT		\$ 5,140	\$ 2,778	\$ 2,778	\$ 2,778	
	401K RETIREMENT		\$ 1,017	\$ 798	\$ 798	\$ 798	
TOTAL FRINGE BENEFIT COSTS							
			\$ 28,115	\$ 15,428	\$ 15,428	\$ 15,428	
GRAND TOTAL PERSONNEL BUDGET							
			\$ 104,709	\$ 74,567	\$ 74,567	\$ 74,567	

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
<u>SOUTH HARBOR GOLF - OPERATIONS</u>									
38-738-0220	SALARIES & WAGES - PART TIME	39,342	39,209	38,072	41,000	35,514	35,514	35,514	35,514
38-738-0500	FICA EXPENSE	2,714	4,300	2,924	3,137	2,717	2,717	2,717	2,717
38-738-0700	UNEMPLOYMENT	0	536	0	-	340	340	340	340
38-738-2100	PRO SHOP SUPPLIES	2,693	3,500	1,950	2,400	3,500	3,500	3,500	3,500
38-738-2101	DEPARTMENTAL SUPPLIES	3,388	2,750	1,528	2,000	2,750	2,750	2,750	2,750
38-738-2102	MERCHANDISING EXPENSE	3,489	5,500	4,031	4,500	5,000	5,000	5,000	5,000
38-738-2400	PROGRAM & ACTIVITY SUPPLIES	159	2,000	669	669	2,000	2,000	2,000	2,000
38-738-3200	ADVERTISING	1,558	4,000	1,134	1,300	4,000	4,000	4,000	4,000
38-738-4120	EQUIPMENT REPAIRS & MAINT.	240	250	19	50	250	250	250	250
38-738-4300	TELEPHONE & POSTAGE	0	-	0	-	-	-	-	-
38-738-4301	INTERNET ACCESS	0	-	0	-	1,200	1,200	1,200	1,200
38-738-4400	UTILITIES	4,950	5,500	5,399	6,000	3,500	3,500	3,500	3,500
38-738-6100	CONTRACTED SERVICES	491	400	86	86	400	400	400	400
38-738-6210	PRO SHOP LEASE	1,200	1,200	900	1,200	1,200	1,200	1,200	1,200
38-738-6220	EQUIPMENT LEASE / RENTAL	7,888	7,500	5,697	5,697	7,500	7,500	7,500	7,500
38-738-6600	CREDIT CARD FEES	998	3,001	2,746	3,000	2,500	2,500	2,500	2,500
38-738	DEPARTMENT TOTAL	69,110	79,646	65,156	71,039	72,371	72,371	72,371	72,371

**TOWN OF OAK ISLAND
 BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

2100	<u>PRO SHOP SUPPLIES</u>		
	Estimated funds to purchase supplies.	TOTAL =	\$3,500
<hr/>			
2101	<u>DEPARTMENTAL SUPPLIES</u>		
	Estimated funds to purchase supplies.	TOTAL =	\$2,750
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2102	<u>MERCHANDISING EXPENSE</u>		
	pro shop merchandise for resale	TOTAL =	\$5,000
<hr/>			
2400	<u>PROGRAM AND ACTIVITY SUPPLIES</u>		
	golf tournaments for memebers and to promote the golf course	TOTAL =	\$2,000
<hr/>			
3200	<u>ADVERTISING</u>		
	Anticipated LGERS advertising to encourage to play at course	TOTAL =	\$4,000
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4120	<u>EQUIPMENT REPAIRS & MAINTENANCE</u>		
	Estimated from past experience	TOTAL =	\$250
<hr/>			
4301	<u>INTERNET ACCESS</u>		
	Required for credit card billing	TOTAL =	\$1,200
<hr/>			
4400	<u>UTILITIES</u>		
	Estimated from review of current year utility bills	TOTAL =	\$3,500
<hr/>			
6100	<u>CONTRACTED SERVICES</u>		
	Estimated based on current year	TOTAL =	\$400
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6210	<u>PRO SHOP LEASE</u>		
	Same as prior year	TOTAL =	\$1,200
<hr/>			
6220	<u>EQUIPMENT LEASE/RENTAL</u>		
	Estimated based on current year	TOTAL =	\$7,500
<hr/>			
6600	<u>CREDIT CARD FEES</u>		
	Based on anticipated credit card fees for year	TOTAL =	\$2,500
<hr/>			
		TOTAL =	\$33,800

**TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - OPERATIONS
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>Positions</u>
Salaries/Benefits	42,057	44,045	38,571	-12.43%	38,571	-12.43%	Part Time
Operating Expenses	27,054	35,601	33,800	-5.06%	33,800	-5.06%	Golf Shop Attendants 5
Capital Outlay	0	-	-		0		
TOTAL	69,110	79,646	72,371	-9.13%	72,371	-9.13%	
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>				
	0	5	5				

**TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
PERSONNEL COST DATA
FY 2018 - 2019**

First Name Last Name	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Group Insurance
SUBTOTAL PART TIME SALARIES						
EFFECTIVE MERIT		3.00%	\$ 1,913	\$ 225	\$ 225	\$ 225
COLA		2.2%	\$ 406	\$ 764	\$ 764	\$ 764
CHRISTMAS BONUS	\$	108.00	\$ 648	\$ 540	\$ 540	\$ 540
TOTAL SALARIES & OVERTIME			\$ 46,923	\$ 35,514	\$ 35,514	\$ 35,514
FRINGE BENEFIT COSTS						
FICA & MEDICARE		7.65%	\$ 4,300	\$ 2,717	\$ 2,717	\$ 2,717
UNEMPLOYMENT		\$118	\$ 536	\$ 340	\$ 340	\$ 340
WORKERS COMPENSATION			\$ -	\$ -	\$ -	\$ -
LGERS RETIREMENT		7.83%	\$ -	\$ -	\$ -	\$ -
401K RETIREMENT		2.25%	\$ -	\$ -	\$ -	\$ -
TOTAL FRINGE BENEFIT COSTS			\$ 4,836	\$ 3,057	\$ 3,057	\$ 3,057
GRAND TOTAL PERSONNEL BUDGET						
			\$ 51,759	\$ 38,571	\$ 38,571	\$ 38,571

**TOWN OF OAK ISLAND
REVENUES SEWER DISTRICT FUND (39)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommends	Council Approved
39-300-5610	SDF REVENUE - CURRENT YEAR	2,298,611	2,138,161	2,209,359	2,214,000	7,221,300	7,221,300	7,221,300
39-300-5620	SDF REVENUE - PRIOR YEAR	156,251	20,000	88,055	90,000	20,000	20,000	20,000
39-300-8952	SDF INTEREST AND CHARGES					0	0	0
39-300	TOTAL SEWER DISTRICT FEE FUND	2,456,863	2,158,161	2,297,415	2,304,000	7,241,300	7,241,300	7,241,300

**TOWN OF OAK ISLAND
SEWER DISTRICT FEE (39-835)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED FY 17 - 18 EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
39-835-9631	TRANSFER TO WASTEWATER FUND	2,410,723	2,158,161	850,000	2,410,723	7,241,300	7,241,300	7,241,300
39-835	DEPARTMENT TOTAL	2,410,723	2,158,161	850,000	2,410,723	7,241,300	7,241,300	7,241,300

**TOWN OF OAK ISLAND
REVENUES ACCOMMODATIONS TAX FUND (45)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D.		Estimated Revenue FY 17 - 18	Dept Request FY 18 - 19	Manager Recommends	Council Approved
				Revenue As Of 5/31/2018	Revenue As Of 5/31/2018				
45-300-5700	ACCOMODATIONS TAX RECEIPTS (3%)	868,146	742,825	968,875	968,875	980,000	850,000	850,000	850,000
45-300-8100	MISCELLANEOUS REVENUES		1,000	43	43	43	1,000	1,000	1,000
45-300-8102	REBUILD THE PIER DONATIONS	2,461	0	0	0	0	0	0	0
45-300-9765	REPAYMENT - WASTEWATER CAPITAL PROJECT	224,000	224,000	224,000	224,000	224,000	0	0	0
45-300-9800	APPROPRIATED FUND BALANCE								
TOTAL ACCOMMODATIONS TAX FUND		1,094,606	967,825	1,192,918	1,192,918	1,204,043	851,000	851,000	851,000

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
FY 2018 - 2019**

Account Number	Description	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD		ESTIMATED 6/30/18 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 5/31/2018	AS OF 5/31/2018				
ACCOMMODATIONS TAX FUND (45-745)									
45-745-0230	CITIZENS PATROL WAGES	0	0	0	0	0	20,736	20,736	20,736
45-745-0300	FICA EXPENSE	0	0	0	0	0	1,586	1,586	1,586
45-745-2102	CITIZENS PATROL SUPPLIES	0	0	0	0	0	2,260	2,260	2,260
45-745-3101	PROFESSIONAL SERVICES	5,074	20,000	1,303	20,000	20,000	10,000	10,000	10,000
45-745-4110	REPAIRS & MAINT - GREENHOUSE	653	2,500	2,614	2,000	2,000	2,000	2,000	2,000
45-745-4112	REPAIRS - OAK ISLAND PIER	4,698	42,500	10,896	8,000	0	0	0	0
45-745-4113	PIER - STORM DAMAGE	9,653	0	0	-	0	0	0	0
45-745-4115	TOURISIM & MARKETING DEVELOP.	0	11,500	875	1,000	10,000	10,000	10,000	10,000
45-745-4116	BEACH 30 YR MAINTENANCE PLAN	146,234	17,500	6,774	15,000	10,000	10,000	10,000	10,000
45-745-4140	BULKHEADING	2,609	4,300	0	-	6,500	6,500	6,500	6,500
45-745-4141	DUNES MAINTENANCE	1,449	0	107	-	0	0	0	0
45-745-4400	UTILITIES - GREENHOUSES	5,249	6,000	5,281	6,000	4,358	4,358	4,358	4,358
45-745-4500	OKI PIER INSURANCE	48,359	61,375	43,333	61,375	0	0	0	0
45-745-5420	CAPITAL OUTLAY	0	67,200	54,326	24,039	0	0	0	0
45-745-6100	CONTRACTED SERVICES	8,566	10,000	9,537	10,000	9,536	9,536	9,536	9,536
45-745-6220	EQUIPMENT LEASE	0	2,825	2,115	2,825	0	0	0	0
45-745-9610	TRANSFER TO PIER PROJECT FUND	175,000	634,195	554,125	554,125	259,082	259,082	259,082	259,082
45-745-9700	RESERVE FOR FUND BALANCE	0	87,930	0	-	514,942	514,942	514,942	514,942
45-745 DEPARTMENT TOTAL		407,544	967,825	691,287	704,364	851,000	851,000	851,000	851,000

**TOWN OF OAK ISLAND
 BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

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
<hr/>			
3101	<u>PROFESSIONAL SERVICES</u> Anticipated Professional fees from anticipated projects	TOTAL =	\$10,000
<hr/>			
4110	<u>REPAIRS & MAINTENANCE - GREEN HOUSE</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$2,000
<hr/>			
4115	<u>TOURISIM & MARKETING DEVELOP.</u> Based on planned tourism initiative for the upcoming year	TOTAL =	\$10,000
<hr/>			
4116	<u>BEACH WIDE MAINTENANCE PLAN</u> Moffitt & Nichol Beach wide 30 year maintenance Plan	TOTAL =	\$10,000
<hr/>			
4140	<u>BULKHEADING</u> Additional work will need to be performed this year due to conditions of bulkheads and steps	TOTAL =	\$6,500
<hr/>			
4400	<u>UTILITIES - GREEN HOUSES</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$4,358
<hr/>			
6100	<u>CONTRACTED SERVICES</u> Based on anticipated services to be required in FY 2018 - 2019	TOTAL =	\$9,536
<hr/>			
9610	<u>TRANSFER TO PIER CONSTRUCTION PROJECT</u> Transfer funds to Pier Construct Project Fund for construction Costs	TOTAL =	\$259,082
<hr/>			
9700	<u>RESERVE FOR FUND BALANCE</u> Appropriate funds for future expenditures of the department or for beach sand projects	TOTAL =	\$514,942
<hr/>			
			TOTAL =
			<u>\$828,678</u>
			Summary \$828,678

TOWN OF OAK ISLAND
ACCOMMODATIONS TAX FUND (45-745)
DEPARTMENT SUMMARY
FY 2018 - 2019

<u>EXPENDITURES</u>	<u>FY 16 - 17</u> <u>ACTUAL</u>	<u>FY 17 - 18</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 18 - 19</u> <u>BUDGET</u>
Salaries / Benefits	-	-	22,322	100.00%	22,322
Operating Expenses	223,978	178,500	54,654	-69.38%	54,654
Capital Outlay	-	67,200	-	+	-
Transfers	-	634,195	259,082	-	259,082
Reserves	175,000	87,930	514,942	0.00%	514,942
TOTAL	398,978	967,825	851,000	-12.07%	851,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
PERSONNEL COST DATA
FY 2018 - 2019

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary
CITIZENS PATROL					
	Seasonal Part Time (Citizens Patrol. (6 employees x 6 hrs per day for 4 days a week. (6 x 6 X 4 = 144 for 3 months or 1,728 hours total)	0 \$	20,736 \$	20,736 \$	20,736
				-	
SUBTOTAL SALARIES-TEMPORARY PART-TIME		\$ -	\$ 20,736	\$ 20,736	\$ 20,736
TOTAL ALL SALARIES					
		\$ -	-	-	-
	EFFECTIVE MERIT	-	-	-	-
	CHRISTMAS BONUS \$	225.00	-	-	-
TOTAL SALARIES & OVERTIME		\$ -	\$ 20,736	\$ 20,736	\$ 20,736
FRINGE BENEFIT COSTS					
	FICA & MEDICARE	-	1,586 \$	1,586 \$	1,586
	7.65%				
TOTAL FRINGE BENEFIT COSTS		\$ -	\$ 1,586	\$ 1,586	\$ 1,586
GRAND TOTAL PERSONNEL BUDGET		\$ -	\$ 22,322	\$ 22,322	\$ 22,322

**TOWN OF OAK ISLAND
BEACH TAX FUND (46)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue As Of 5/31/2018	Estimated Revenue FY 17 - 18	Dept Request FY 18 - 19	Manager Recommends	Council Approved
46-300-3800	BRUNSWICK CO. LOCKWOOD FOLLEY PROJECT	166,666	0	0	0	0	0	0
46-300-8956	ACCOMMODATIONS TAX RECEIPTS (2%)	578,706	450,000	645,729	610,000	513,000	513,000	513,000
46-300-9631	FEMA REIMBURSEMENT - EMERGENCY SAND	0	3,957,700	4,003,535	1,293,453	0	0	0
46-300-9765	REPAYMENT FROM WASTEWATER CAPITAL PROJECT	1,176,000	1,176,000	1,176,000	1,176,000	0	0	0
46-300-9800	APPROPRIATED FUND BALANCE	0	3,000,000	0	0	1,794,364	1,794,364	1,794,364
TOTAL ACCOMMODATIONS TAX FUND		1,921,372	8,583,700	5,825,263	3,079,453	2,307,364	2,307,364	2,307,364

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
BEACH TAX FUND 46-746								
46-746-4141	PROFESSIONAL SERVICES	15,832						
46-746-4111	REPAIR BEACH ACCESS WALKWAY	5,500	50,000		25,000	50,000	50,000	50,000
46-746-4140	EMERGENCY SAND PROJECT	1,074,871	3,957,700	3,499,682	1,614,111			
46-746-4141	DUNE MAINTENANCE	35,660	50,000	15,047	15,000	53,800	53,800	53,800
46-746-4801	LOCKWOOD FOLLY DREDGING	29,373	41,467	36,869	51,318	25,667	25,667	25,667
46-746-9672	TRANSFER TO BEACH NOURISHMENT PROJ	-	3,602,533	3,000,000	3,000,000	2,177,897	2,177,897	2,177,897
46-746-9700	RESERVE FOR FUND BALANCE	-	882,000					
46-746 DEPARTMENT TOTAL		1,161,235	8,583,700	6,551,598	4,705,429	2,307,364	2,307,364	2,307,364

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

4200	<u>REPAIR BEACH ACCESS/WALKWAY</u> Based on Planned additional repairs to beach accesses	TOTAL =	\$50,000
4403	<u>DUNES MAINTENANCE</u> Based on Planned maintenance to dunes during upcoming season	TOTAL =	\$50,000
4801	<u>DREDGING PROJECT</u> Lockwood Folley Bird Monitoring for upcoming year (\$2,138.95 X 12 Months =\$25,667)	TOTAL =	\$25,667
9672	<u>TRANSFER TO BEACH NOURISHMENT PROJECT</u> Begin to reserve funds for future beach nourishment projects	TOTAL =	\$2,181,697
		TOTAL =	<u>\$2,307,364</u>
		Summary	\$2,307,364

**TOWN OF OAK ISLAND
 BEACH TAX FUND (46-746)
 DEPARTMENT SUMMARY
 FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED</u>		<u>REQUESTED %</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>POSITIONS</u>
			<u>FY 18 - 19 BUDGET</u>	<u>CHANGE</u>			
Operating Expenses	1,145,404	8,583,700	2,307,364	-73.12%	2,307,364	None	
Capital Outlay	0	-	-	-	-		
Transfers	0	-	-	0.00%	-		
TOTAL	1,145,404	8,583,700	2,307,364	-73.12%	2,307,364		

**TOWN OF OAK ISLAND
BEACH RENOURISHMENT (47)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue As Of 5/31/2018	Estimated Revenue FY 17 - 18	Dept Request FY 18 - 19	Manager Recommendations	Council Approved
BEACH RENOURISHMENT (47)								
47-300-1100	CURRENT YEAR DESIGNATED BEACH FUND TAXES	0	484,551	497,956	499,000	507,364	507,364	507,364
47-300-3700	TRANSFER FROM BEACH TAX FUND	0	3,602,533	3,000,000	3,681,333	2,177,897	2,177,897	2,177,897
		0	0	0	0	0	0	0
TOTAL BEACH RENOURISHMENT FUND		0	4,087,084	3,497,956	4,180,333	2,685,261	2,685,261	2,685,261

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (47-746)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
BEACH TAX FUND 46-746								
47-746-5401	ENGINEERING		100,000	49,879	100,000	1,820,000	1,820,000	1,820,000
47-746-5420	BEACH SAND		3,000,000	3,000,000	3,000,000			
47-746-6100	PROFESSIONAL SERVICES		15,000	15,000	15,000			
47-746-9700	RESERVE FOR BEACH NOURISHMENT		972,084		1,065,333	865,261	865,261	865,261
46-746	DEPARTMENT TOTAL	-	4,087,084	3,064,879	4,180,333	2,685,261	2,685,261	2,685,261

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (47-746)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

5401	<u>ENGINEERING</u> Moffatt & Nichol Enginnering Year 1 Contracted Cost for the three year Beach Nourishment Plan	TOTAL =	<u>\$1,820,000</u>
9672	<u>RESERVE FOR FUND BALANCE</u> Begin to reserve funds for future beach nourishment projects	TOTAL =	<u>\$865,261</u>
<hr/>		TOTAL =	<u><u>\$2,685,261</u></u>
		Summary	\$2,685,261

**TOWN OF OAK ISLAND
PIER REBUILD PROJECT (48)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue As Of 5/31/2018	Estimated Revenue FY 17 - 18	Dept Request FY 18 - 19	Manager Recommendations	Council Approved
48-300-3700	TRANSFER FROM ACCOMMODATIONS FUND							
48-300-8500	INSURANCE RECOVERY							
48-300-8905	GOLDEN LEAF GRANT				1,500,000	1,500,000	1,500,000	1,500,000
48-300-8909	FEMA ASSISTANCE				172,500	172,500	172,500	172,500
48-300-8910	CAMA GRANT				300,000	300,000	300,000	300,000
TOTAL PIER REBUILD PROJECT FUND								
		175,000	634,195	609,711	609,711	2,231,582	2,231,582	2,231,582

**TOWN OF OAK ISLAND
PIER REBUILD PROJECT (48)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF		ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
				5/31/2018	6/30/18 YE EXPENSE				
PIER REBUILD FUND 48-748									
48-748-5410	PIER DEMO, REBUILD & STRUCTURAL UPGRADES	0	80,000	363,996	0	0	2,120,125	2,120,125	2,120,125
48-748-6100	ENGINEERING SERVICES	0	200,000	103,303	200,000	200,000	111,457	111,457	111,457
48-748-9700	RESERVE FOR FUND BALANCE	0	354,195	0	409,711	409,711	0	0	0
46-746 DEPARTMENT TOTAL		0	634,195	467,299	609,711	2,231,582	2,231,582	2,231,582	2,231,582

**TOWN OF OAK ISLAND
PIER REBUILD PROJECT (48)
LINE ITEM FUNDING PROPOSAL
FY 2018 - 2019**

5410	<u>PIER DEMO, REBUILD AND STRUCTURAL UPGRADES</u>		
	Costs anticipated for the demo, rebuild and upgrades to the	TOTAL =	<u>\$2,120,125</u>
6100	<u>ENGINEERING SERVICES</u>		
	Costs anticipated for the remainder of the pier project for	TOTAL =	<u>\$111,457</u>
		TOTAL =	<u>\$2,231,582</u>
		Summary	\$2,231,582

**TOWN OF OAK ISLAND
PIER COMPLEX FUND (49)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue 5/31/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommends	Council Approved
49-300-4710	PIER RESTAURANT RENTAL				12,000	12,000	12,000	12,000
49-300-6100	801 RENTAL				10,000	10,000	10,000	10,000
49-300-8100	MISCELLANEOUS REVENUE				3,000	3,000	3,000	3,000
49-300-8420	TACKLE SHOP SALES				266,152	266,152	266,152	266,152
49-300-9710	TRANSFER FROM GENERAL FUND							
TOTAL PIER COMPLEX FUND					291,152	291,152	291,152	291,152

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
PIER COMPLEX FUND								
49-749-0220	SALARIES & WAGES - FULL TIME	-	-	-	-	37,225	37,225	37,225
49-749-0230	SALARIES & WAGES - PART TIME	-	-	-	-	83,200	83,200	83,200
49-749-0250	CELL PHONE ALLOWANCE	-	-	-	-	600	600	600
49-749-0300	FICA EXPENSE	-	-	-	-	9,213	9,213	9,213
49-749-0410	GROUP INSURANCE	-	-	-	-	6,532	6,532	6,532
49-749-0510	RETIREMENT	-	-	-	-	2,915	2,915	2,915
49-749-0520	401K SUPP RETIREMENT	-	-	-	-	838	838	838
49-749-0700	UNEMPLOYMENT	-	-	-	-	118	118	118
49-749-0800	WORKERS COMPENSATION	-	-	-	-	87	87	87
49-749-2100	DEPARTMENTAL SUPPLIES	-	-	-	-	2,500	2,500	2,500
49-749-3710	UNIFORMS	-	-	-	-	800	800	800
49-749-4112	801 BUILDING REPAIRS	-	-	-	-	50,000	50,000	50,000
49-749-4300	TELEPHONE & POSTAGE	-	-	-	-	500	500	500
49-749-4400	UTILITIES	-	-	-	-	3,300	3,300	3,300
49-749-4500	PIER INSURANCE	-	-	-	-	90,000	90,000	90,000
49-749-6100	CONTRACTED SERVICES	-	-	-	-	-	-	-
49-749-6220	LEASE - ICE MACHINE	-	-	-	-	2,825	2,825	2,825
49-749-9100	EXPENDABLE EQUIPMENT	-	-	-	-	500	500	500
49-749-9672	TRANSFER TO CAPITAL RESERVE	-	-	-	-	-	-	-
49-749	DEPARTMENT TOTAL	-	-	-	-	291,152	291,152	291,152

**TOWN OF OAK ISLAND
 BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

2100	<u>DEPARTMENTAL SUPPLIES</u> Supplies needed for trash bags, cleaning etc both pier house and 801 building	TOTAL =	\$2,500
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3710	<u>UNIFORMS</u> Uniforms for (8) employees at \$100.00 each	TOTAL =	\$800
<hr/>			
4112	<u>REPAIRS TO 801 BUILDING</u> Anticipated Repairs to bring building up to standards to lease for parties, weddings, etc.	TOTAL =	\$50,000
<hr/>			
4300	<u>TELEPHONE & POSTAGE</u> Estimated funds needed for basic administrative operations	TOTAL =	\$500
<hr/>			
4400	<u>UTILITES</u> Estimated water and wastewater (\$150. x 12 = \$1,800 & electric (\$125. x 12 = \$1,500.)	TOTAL =	\$3,300
<hr/>			
4500	<u>PIER INSURANCE</u> Liability Insurance for pier based on quote from agent	TOTAL =	\$90,000
<hr/>			
6220	<u>LEASE ICE MACHINE</u> Annual lease on ice machine for pier complex	TOTAL =	\$2,825
<hr/>			
9100	<u>EXPENDABLE ASSETS</u> Items with useful life longer than three years and less than \$5,000.	TOTAL =	\$500
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	TOTAL	\$	<u>150,425</u>

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
DEPARTMENT SUMMARY
FY 2018 - 2019**

<u>EXPENDITURES</u>	<u>FY 16 - 17 ACTUAL</u>	<u>FY 17 - 18 BUDGET</u>	<u>REQUESTED FY 18 - 19 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 18 - 19 BUDGET</u>	<u>APPROVED % CHANGE</u>
Salaries/Benefits			140,727		140,727	
Operating Expenses			150,425		150,425	
Capital Outlay						
Transfers						
TOTAL		-	291,152		291,152	

<u>POSITIONS</u>	
<u>Full Time</u>	
Facilities Manager	1
<u>Total Full Time</u>	<u>1</u>
<u>Part Time</u>	
Pier House	8
<u>TOTAL</u>	<u>9</u>

<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>
	9		9

TOWN OF OAK ISLAND
BUDGET SUMMARY - PIER COMPLEX FUND (49-749)
PERSONNEL COST DATA
FY 2018 - 2019

First Name	Last Name	Position	Current Salary	Requested Salary	Adopted Salary	Approved Salary	Annual Insurance	#
NEW		Facilities Manager	\$ -	\$ 37,000	\$ 37,000	\$ 37,000	\$ 6,532	1
SUBTOTAL SALARIES-FULLTIME			\$ -	\$ 37,000	\$ 37,000	\$ 37,000	\$ 6,532	1
PART TIME EMPLOYEES		Pier House Employees	\$ -	\$ 83,200	\$ 83,200	\$ 83,200	\$ -	8
NEW		Program Employees (anticipated 8 employees @ \$10/hr @ 1040 hours per Year	\$ -	\$ 83,200	\$ 83,200	\$ 83,200	\$ -	8
SUBTOTAL SALARIES - PART TIME			\$ -	\$ 83,200	\$ 83,200	\$ 83,200	\$ -	8
TOTAL ALL SALARIES			\$ -	\$ 120,200	\$ 120,200	\$ 120,200	\$ -	1
		CELLPHONE ALLOWANCE	\$600	\$ 600	\$ 600	\$ 600	\$ -	1
		EFFECTIVE MERIT	3.00%	-	-	-	\$ -	-
		OVERTIME	-	-	-	-	\$ -	-
		COLA	2.2%	-	-	-	\$ -	-
		CHRISTMAS BONUS	-	225	225	225	\$ -	1
TOTAL SALARIES & OVERTIME			\$ -	\$ 120,425	\$ 120,425	\$ 120,425	\$ 225	1
FRINGE BENEFIT COSTS								
		GROUP INSURANCE	\$ -	\$ 6,532	\$ 6,532	\$ 6,532	\$ -	1
		FICA & MEDICARE	\$ -	\$ 9,213	\$ 9,213	\$ 9,213	\$ -	1
		UNEMPLOYMENT	\$ -	\$ 118	\$ 118	\$ 118	\$ -	1
		WORKERS COMPENSATION	\$ -	\$ 87	\$ 87	\$ 87	\$ -	1
		LGERS RETIREMENT	\$ -	\$ 2,915	\$ 2,915	\$ 2,915	\$ -	1
		401K RETIREMENT	\$ -	\$ 838	\$ 838	\$ 838	\$ -	1
TOTAL FRINGE BENEFIT COSTS			\$ -	\$ 19,702	\$ 19,702	\$ 19,702	\$ -	1
GRAND TOTAL PERSONNEL BUDGET			\$ -	\$ 140,127	\$ 140,127	\$ 140,127	\$ -	1

**TOWN OF OAK ISLAND
REVENUES CAPITAL RESERVE FUND (72)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D.		Estimated Revenue FY 17 - 18	Dept. Request FY 2018 - 2019	Manager Recommends	Council Approved
				Revenue As of 5/31/2018	Revenue				
72-300-9700	TRANSFER FROM GENERAL FUND-ADMIN	299,982	346,941	346,941	319,424	346,941	319,424	319,424	319,424
72-300-9720	TRANSFER FROM RECREATION DEPARTMENT	0	112,500	0	115,000	0	115,000	115,000	115,000
72-300-9740	TRANSFER FROM DEVELOPMENT SERVICES	0	0	0	10,000	0	10,000	10,000	10,000
72-300-9732	TRANSFER FROM STORMWATER	85,447	0	0	10,227	0	10,227	10,227	10,227
72-300-9735	TRANSFER FROM SOLID WASTE		108,998		72,939		72,939	72,939	72,939
72-300-9736	TRANSFER FROM WASTEWATER	609,751	270,417	270,417	789,588	270,417	789,588	789,588	789,588
72-300-9738	TRANSFER FROM GOLF COURSE	0	10,000	0	10,000	0	10,000	10,000	10,000
72-300-9781	TRANSFER FROM POLICE DEPARTMENT	0	0	0	175,000	0	175,000	175,000	175,000
72-300-9781	TRANSFER FROM FIRE DEPARTMENT	0	100,000	100,000	50,000	100,000	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	948,856	717,358	1,552,178	717,358	1,552,178	1,552,178	1,552,178

**TOWN OF OAK ISLAND
BUDGET SUMMARY CAPITAL RESERVE FUND (72-772)
FY 2018 - 2019**

Account Number	Description	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 5/31/2018	ESTIMATED 6/30/18 YE EXPENSE	DEPT. REQUEST FY 2018 - 2019	MANAGER RECOMMENDS	COUNCIL APPROVED
CAPITAL RESERVE FUND								
72-772-9700	TRANSFER TO GENERAL FUND	14,160	58,763	58,763	75,160	0	0	0
72-772-9736	TRANSFER TO WASTEWATER	117,000	0	0	117,000	0	0	0
72-772-9800	APPROPRIATED FUND BALANCE	0	890,093	0	525,198	1,552,178	1,552,178	1,552,178
72-420	DEPARTMENT TOTAL	131,160	948,856	58,763	717,358	1,552,178	1,552,178	1,552,178

**TOWN OF OAK ISLAND
REVENUES BEACH PRESERVATION FUND (74)
FY 2018 - 2019**

Account Number	Description	Previous Year Actual FY 16 - 17	Current Budget FY 17 - 18	Y.T.D. Revenue As Of 4/30/2018	Estimated Revenue FY 17 - 18	Dept. Request FY 18 - 19	Manager Recommendations	Council Approved
<u>BEACH PRESERVATION FUND</u>								
74-300-4620	FUND RAISERS & SPONSORSHIP	12,963	6,400	3,632	6,400	8,000	8,000	8,000
74-300-5520	MEMBERSHIPS	5,006	8,500	5,060	8,500	8,500	8,500	8,500
74-300-8200	DONATIONS	269	1,500	895	1,500	1,500	1,500	1,500
74-300-8959	APPROPRIATED FUND BALANCE	9,741	12,800	220	12,800	6,228	6,228	6,228
TOTAL BEACH TAX FUND		27,979	29,200	9,807	29,200	24,228	24,228	24,228

**TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH PRESERVATION FUND (74-774)
FY 2018 - 2019**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 16 - 17	CURRENT BUDGET FY 17 - 18	YTD EXPENDED AS OF 4/30/2018	ESTIMATED EXPENSE FY 17 - 18	DEPT. REQUEST FY 18 - 19	MANAGER RECOMMENDS	COUNCIL APPROVED
BEACH PRESERVATION FUND								
74-774-0230	BEACH AMBASSADOR	3,858	3,500	2,437	3,500	3,882	3,882	3,882
74-774-0300	FICA	286	268	186	268	297	297	297
74-774-2100	BEACH EDUCATION - SUPPLIES	2,476	3,500	2,768	2,500	6,800	6,800	6,800
74-774-2101	COMMUNITY EVENTS	454	500	421	500	400	400	400
74-774-2102	NEWSLETTER	701	1,000	415	1,000	1,000	1,000	1,000
74-774-2103	BEACH LOVER'S CAMPAIGN & VISITOR AMENITIES	6,543	5,800	2,424	6,800	5,200	5,200	5,200
74-774-2104	MEMBERSHIP RECRUITMENT & RECOGNITION	124	800	565	800	550	550	550
74-774-2401	FUND RAISING EVENTS	2,683	3,200	12	3,200	3,800	3,800	3,800
74-774-3300	ORGANIZATIONAL MEMBERSHIP DUES	280	250	125	250	250	250	250
74-774-3600	CONFERENCE PARTICIPATION	0	500	0	500	350	350	350
74-774-6106	BEACH AMBASSADOR EXPENSES	493	2,082	1,192	2,082	1,700	1,700	1,700
74-774-6110	HURRICANE DAMAGES TO AMENITIES	9,741	7,800	7,300	7,800	0	0	0
74-774	DEPARTMENT TOTAL	27,641	29,200	17,846	29,200	24,228	24,228	24,228

**TOWN OF OAK ISLAND
 BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
 LINE ITEM FUNDING PROPOSAL
 FY 2018 - 2019**

2100	<u>SUPPLIES-BEACH EDUCATION</u>		
	Based on Board Planned Expenditures	TOTAL =	\$6,800
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2101	<u>COMMUNITY EVENTS</u>		
	Earth Day, Christmas and Mardi Gras Parades, Etc.	TOTAL =	\$400
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2102	<u>NEWSLETTER</u>		
	Software, printing expenses, postage, etc.	TOTAL =	\$1,000
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2103	<u>BEACH AMENITIES</u>		
	Doggie bags and boxes and project expenses for beach access shoe trees and benches, etc.	TOTAL =	\$5,200
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2104	<u>MEMBERSHIP RECRUITMENT AND RECOGNITION</u>		
	Computer supplies, membership acknowledgments, postage, etc.	TOTAL =	\$550
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2401	<u>FUNDRAISING EVENTS</u>		
	Wine tasting event, newspaper ad recognizing donations and contributions, etc.	TOTAL =	\$3,800
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3300	<u>ORGANIZATIONAL MEMBERSHIP DUES</u>		
	Support of liked minded beach preservation organizations, etc.	TOTAL =	\$250
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3600	<u>CONFERENCE PARTICIPATION</u>		
	Conference registration and attendance of similar minded beach preservation organizations, etc.	TOTAL =	\$350
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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
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		TOTAL	\$20,050

TOWN OF OAK ISLAND
 BUDGET SUMMARY - BEACH PRESERVATION FUND (74-774)
 DEPARTMENT SUMMARY
 FY 2018 - 2019

<u>EXPENDITURES</u>	FY 16 - 17 <u>ACTUAL</u>	FY 17 - 18 <u>BUDGET</u>	REQUESTED FY 18 - 19 <u>BUDGET</u>	%	APPROVED FY 18 - 19 <u>BUDGET</u>	APPROVED %	<u>CHANGE</u>
Operating Expenses	27,641	29,200	24,228	-20.52%	24,228		-17.03%
TOTAL	27,641	29,200	24,228	-17.03%	24,228		-17.03%

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
PERSONNEL COST DATA
FY 2018 - 2019

NAME	POSITION	Current Salary	Requested Salary	Adopted Salary	Approved Salary
	Beach Ambassador	\$ 3,882	\$ 3,882	\$ 3,882	\$ 3,882
FRINGE BENEFIT COSTS					
	FICA & MEDICARE	297	297	297	297
	7.65%				
	CHRISTMAS BONUS	108	108	108	108
TOTAL FRINGE BENEFIT COSTS		\$ 297	\$ 297	\$ 297	\$ 297
GRAND TOTAL PERSONNEL BUDGET		\$ 4,178	\$ 4,178	\$ 4,178	\$ 4,178

**SUMMARY OF INTERFUND TRANSFERS
ADOPTED BUDGET
FY 2018 - 2019**

REVENUES

Account #	Item	For	Amount
31-300-3000	Transfer from Water Fund	For Wastewater Debt Service	1,000,000
31-300-3900	Transfer from Sewer District Fee Fund	Sewer District Fee utilized for debt service/capital	7,241,300
38-300-4500	Transfer from General Fund	Golf Course Operations Subsidy	90,498
48-300-9700	Transfer from Accommodations Fund	Funds for Pier Replacement	259,082
47-300-9765	Transfer from Beach Tax Fund	Funds for maintenance of Beach Sand	2,181,697
49-300-9710	Transfer from General Fund	Funds for Construction of New Pier	266,152
72-300-9700	Transfer from General Fund	Capital Reserve for future Capital Expenditures	319,424
72-300-9731	Transfer from Wastewater Fund	Capital Reserve for future Capital Expenditures	789,588
72-300-9733	Transfer from Recreation Department	Capital Reserve for future Capital Expenditures	115,000
72-300-9732	Transfer from Stormwater	Capital Reserve for future Capital Expenditures	10,227
72-300-9735	Transfer from Solid Waste	Capital Reserve for future Capital Expenditures	72,939
72-300-9738	Transfer from Golf Course	Capital Reserve for anticipated Golf Course Equipment	10,000
72-300-9740	Transfer from Development Services	Capital Reserve for future Capital Expenditures	10,000
72-300-9752	Transfer from Police Department	Future Year Police Vehicle purchases	175,000
72-300-9781	Transfer from Fire Department	Capital Reserve for Future Fire Department Equipment or Vehicle	50,000
TOTAL			\$ 12,590,908

EXPENDITURES

Account #	Item	For	Amount
10-420-9038	Transfer to Golf Course	Golf Course Operations Subsidy	\$ 90,498
10-420-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	\$ 319,424
10-420-9649	Transfer to Pier Project	Funds for Pier Replacement	\$ 266,152
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	115,000
30-720-9131	Transfer to Wastewater Fund	Supplement to Wastewater Debt Service	1,000,000
31-820-9900	Transfer to Capital Reserve	Future purchase of wastewater Equipment	489,588
31-830-9672	Transfer to Capital Reserve	Future purchase of wastewater Equipment	300,000
32-562-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	10,227
35-580-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	72,939
38-501-9672	Transfer to Capital Reserve	Capital Reserve for anticipated Golf Course Equipment	10,000
39-835-9131	Transfer to Sewer Fund	Sewer District Fee of Wastewater Debt Service/Capital	7,241,300
45-745-9610	Transfer to Pier Project	Transfer funds Pier Rebuilding Project	259,082
46-746-9647	Transfer to Beach Nourishment	Transfer funds Beach Renourishment Project	2,181,697
TOTAL			\$ 12,590,908

**SUMMARY OF INTERFUND TRANSFERS
ADOPTED BUDGET
FY 2018 - 2019**

REVENUES

Account #	Item	For	Amount
31-300-3000	Transfer from Water Fund	For Wastewater Debt Service	1,000,000
31-300-3900	Transfer from Sewer District Fee Fund	Sewer District Fee utilized for debt service/capital	7,241,300
38-300-4500	Transfer from General Fund	Golf Course Operations Subsidy	89,480
48-300-9700	Transfer from Accommodations Fund	Funds for Pier Replacement	259,082
47-300-9765	Transfer from Beach Tax Fund	Funds for maintenance of Beach Sand	2,181,697
49-300-9710	Transfer from General Fund	Funds for Construction of New Pier	266,152
72-300-9700	Transfer from General Fund	Capital Reserve for future Capital Expenditures	322,342
72-300-9731	Transfer from Wastewater Fund	Capital Reserve for future Capital Expenditures	789,588
72-300-9733	Transfer from Recreation Department	Capital Reserve for future Capital Expenditures	115,000
72-300-9732	Transfer from Stormwater	Capital Reserve for future Capital Expenditures	10,227
72-300-9735	Transfer from Solid Waste	Capital Reserve for future Capital Expenditures	72,939
72-300-9738	Transfer from Golf Course	Capital Reserve for anticipated Golf Course Equipment	10,000
72-300-9740	Transfer from Development Services	Capital Reserve for future Capital Expenditures	10,000
72-300-9752	Transfer from Police Department	Future Year Police Vehicle purchases	175,000
72-300-9781	Transfer from Fire Department	Capital Reserve for Future Fire Department Equipment or Vehicle	50,000

TOTAL

\$ 12,592,808

EXPENDITURES

Account #	Item	For	Amount
10-420-9038	Transfer to Golf Course	Golf Course Operations Subsidy	\$ 89,480
10-420-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	\$ 322,342
10-420-9649	Transfer to Pier Project	Funds for Pier Replacement	\$ 266,152
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	115,000
30-720-9131	Transfer to Wastewater Fund	Supplement to Wastewater Debt Service	1,000,000
31-820-9900	Transfer to Capital Reserve	Future purchase of wastewater Equipment	489,588
31-830-9672	Transfer to Capital Reserve	Future purchase of wastewater Equipment	300,000
32-562-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	10,227
35-580-9672	Transfer to Capital Reserve	Capital Reserve for future Capital Expenditures	72,939
38-501-9672	Transfer to Capital Reserve	Capital Reserve for anticipated Golf Course Equipment	10,000
39-835-9131	Transfer to Sewer Fund	Sewer District Fee of Wastewater Debt Service/Capital	7,241,300
45-745-9610	Transfer to Pier Project	Transfer funds Pier Rebuilding Project	259,082
46-746-9647	Transfer to Beach Nourishment	Transfer funds Beach Renourishment Project	2,181,697

TOTAL

\$ 12,592,808

TOWN OF OAK ISLAND
SUMMARY OF CAPITAL OUTLAY BUDGETED
FOR THE FISCAL YEAR END 2018 - 2019

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	\$ 50,000	\$ 50,000
10-540-5420	Capital Outlay	Developmental Services	Vehicle Replacement - Ford F150 Super Cab Computer for new code enforcement officer	\$ 26,169 \$ 1,500	\$ 27,669
10-570-5420	Capital Outlay	Public Works -Operations	Purchase of 12' x 1' Trailer for hauling equipment	\$ 2,500	
10-530-5430	Capital Outlay	Fire Department		\$ -	\$ 2,500
10-620-5420	Capital Outlay	Recreation Department	Pickleball Fence Replacement, basketball goals replacement, new laptop computer Treadmill to replace worn out treadmill which repair costs have increased Parks & Recreation Master Plan - 1/2 was paid in the current year. Connect NC Grant - This is the town's portion of the cost of the ADA Beach Accesses PARTF Grant -Middleton Park Redevelopment Project - Town's matching portion of grant of \$200,000. CRFL - Coastal Recreation Fishing License Grant -Town's matching portion of grant of \$110,600 CAMA Public Beach and Waterfront Grant - Town's matching portion of grant of \$109,460	\$ 18,000 \$ 5,000 \$ 6,000 \$ 28,118 \$ 200,000 \$ 18,400 \$ 27,800	\$ 303,318
Total General Fund				<u>\$ 383,487</u>	
31-820-7400	Wastewater Fund Capital Outlay	Treatment	Coating Clarifier Storage Building for Bill Smith Park (\$15,0000 was budgeted in current year and not expended)	\$ 50,000 \$ 30,000	\$ 80,000
31-830-7400	Capital Outlay	Collection	Vacuum Station Air Conditioners (6 planned, 3 installed in current year, will finish in 2018-2019) Meyers Pumps - (2) 5 hp @ \$5,000 each and (2) 3 hp @ \$4,000 each Vacuum Station Bypasses at # 4, 5, 6, 8, 7, 9 at \$6,283 X 5 = \$ (2) F150 Pick Up Trucks at \$49,756 each. These will replace 2 with over 150,000 miles 300 Gallon vaction with valve exerciser	\$ 250,000 \$ 18,000 \$ 31,415 \$ 99,512 \$ 55,000	\$ 453,927
TOTAL				<u>\$ 917,414</u>	

**Town of Oak Island
FY 2018-2019 Debt Summary**

Department	Coding	Principal	Interest	Total
Administration				
Town Hall Project	10-420	588,000	39,690	627,690
Total Administration		588,000	39,690	627,690
Police				
New Headquarters	10-510	320,000	21,600	341,600
Addl Financing New HQ	10-510	153,528	10,363	163,891
Total Police		473,528	31,963	505,491
Fire/Emergency Svcs				
Yaupon/SH Fire Stations	10-530	572,100	67,451	639,551
Total Fire/Emergency Services Fund		572,100	67,451	639,551
Total FY 19 General Governmental Debt Service		1,633,628	139,104	1,772,731

General Government

Department	Coding	Principal	Interest	Total
Wastewater - Collections				
Revenue Bonds 2009A	31-830	1,425,000	67,688	1,492,688
Revenue Bonds 2011	31-830	310,000	26,213	336,213
Revenue Bonds 2015	31-830	195,000	1,868,538	2,063,538
Revenue Bonds 2017	31-830	1,020,000	1,424,981	2,444,981
State Revolving Loan - 1	31-830	369,897	94,751	464,648
State Revolving Loan - 2	31-830	312,454	106,779	419,233
Total WW - Collections		3,632,350	3,588,950	7,221,300
Total Wastewater Fund		3,632,350	3,588,950	7,221,300
Total FY 19 Enterprise Funds Debt Service		3,632,350	3,588,950	7,221,300
Total FY 19 Total Debt Service		5,265,978	3,728,054	8,994,032

Enterprise Funds

**TOWN OF OAK ISLAND DEBT SERVICE SCHEDULE
GOVERNMENTAL FUNDS ONLY**

Fiscal Year	Town Hall Project	New Police Headquarters	New Police Headquarters Additional Financing	Fire Station Projects (Yaupon & SH Village)	Total Annual Payments
Financed By	BB&T	BB&T	BB&T	BB&T	(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 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	A 7/15	A 7/13	A 8/14	A 7/01	
Fund-Dept	10-420	10-510	10-510	10-530	
	Principal Payment	Principal Payment	Principal Payment	Principal Payment	
2018-2019	588,000	320,000	153,528	572,100	1,772,731
2019-2020	588,000	320,000	153,528	572,100	1,726,364
2020-2021	588,000	320,000	153,528	572,100	1,679,995
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 \$	1,764,000	960,000	460,583	1,716,300	5,179,090

Governmental Funds
Total Principal 4,900,883
Total Interest 278,207
Grand Total 5,179,090

**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	Original Issue Amt Date	Interest Rate	Pymt Date	Fund-Dept	Principal Payment	Interest Payment	Principal Payment	Interest Payment	Principal Payment	Interest Payment	Principal Payment		Interest Payment
2018-2019	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,425,000	67,688	1,868,538	195,000	1,868,538	369,897	94,751	7,221,300
2019-2020	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000	86,983	1,864,638	1,780,000	1,779,888	377,665	106,779	7,221,512
2020-2021	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000	79,052	1,779,888	1,865,000	1,690,888	385,596	91,089	7,225,200
2021-2022	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000	70,955	1,690,888	1,960,000	1,597,638	393,693	82,951	7,223,700
2022-2023	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000	62,687	1,597,638	2,060,000	1,499,638	401,961	74,611	7,224,200
2023-2024	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000	54,246	1,499,638	2,160,000	1,396,638	410,402	66,065	7,226,200
2024-2025	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000	45,628	1,396,638	2,270,000	1,288,638	427,820	57,306	7,219,200
2025-2026	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000	36,828	1,288,638	2,380,000	1,175,138	436,804	39,132	7,223,200
2026-2027	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000	27,844	1,175,138	2,500,000	1,056,138	445,977	29,705	7,217,200
2027-2028	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000	18,671	1,056,138	2,575,000	981,138	443,130	20,045	7,216,200
2028-2029	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000	9,306	981,138	2,705,000	852,388	443,130	10,145	7,202,237
2029-2030	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000		852,388	2,795,000	764,475	443,130	10,145	6,757,002
2030-2031	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000		764,475	2,935,000	624,725	443,130	10,145	6,338,706
2031-2032	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000		624,725	3,040,000	522,000	443,130	10,145	6,343,019
2032-2033	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000		522,000	3,185,000	370,000	443,130	10,145	6,343,044
2033-2034	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000		370,000	3,345,000	210,750	443,130	10,145	6,333,044
2034-2035	DTC thru U.S. Bank	\$ 49,420,000	3/26/2009	4.0-6.0%	SA 6/1 & 12/1	31-830	1,780,000		210,750	1,160,000	43,500	443,130	10,145	6,336,719
2035-2036	DTC thru U.S. Bank	\$ 41,110,000	7/1/2015	2.0-5.0%	SA 6/1 & 12/1	31-830	1,695,000		43,500			443,130	10,145	1,322,669
Total Debt \$		1,425,000	67,688		19,586,756	4,511,963	586,953	4,305,601	725,189	635,000	40,025	32,695,000	14,010,175	119,194,350

Enterprise Fund
Total Principal
Total Interest
Grand Total

Wastewater Project Rev Bonds 2011
Total Principal
Total Interest
Grand Total

Enterprise Refunding Bonds Series 2017
Total Principal
Total Interest
Grand Total

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2018

Department	Charge Type	Approved Amount	Unit	Additional Information
		(a) 3% (b) 2%		(a) for tourist-related expenditures (b) for beach nourishment
Administration	Accommodation Tax	\$		
Administration	Copy Fee - 11x17 copy	\$	0.25 per copy	
Administration	Copy Fee - 8.5x11 copy	\$	0.25 per copy	
Administration	Fax Charge	\$	0.50 page	
Administration	"Keep Off the Dunes" sign	\$	15.00 each	
Administration	Filing Industry Extended Permit Fee	\$	150.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - A&B Explosives Permit	\$	30.00 per event	
Administration	Filing Industry Fee - Ambulances	\$	300.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Ball Fields/Soccer Fields	\$	250.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Beach/Waterways Accesses/Street Ends	\$	300.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - C Explosives Permit	\$	40.00 per event	
Administration	Filing Industry Fee - Emergency Medical Technicians	\$	30.00 Hourly	To be paid by production company-minimum (4) hours
Administration	Filing Industry Fee - Enclosed Tent	\$	40.00 per event	
Administration	Filing Industry Fee - Fire Inspections	\$	40.00	
Administration	Filing Industry Fee - Fire Trucks	\$	350.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Firefighters/Fire Inspectors	\$	30.00 Hourly	To be paid by production company-minimum (4) hours
Administration	Filing Industry Fee - Fireworks	\$	200.00 per event	
Administration	Filing Industry Fee - Other Town Vehicles	\$	50.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Public Safety Officers	\$	30.00 Hourly	To be paid by production company-minimum (4) hours
Administration	Filing Industry Fee - Public Safety Vehicles	\$	50.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Skate Park	\$	350.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Street Closure	\$	50.00	
Administration	Filing Industry Fee - Street/Utilities Personnel	\$	30.00 Hourly	To be paid by production company-minimum (4) hours
Administration	Filing Industry Fee - Tennis Courts/Pickle Ball Courts	\$	250.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Town Buildings	\$	350.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Town Parks	\$	250.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Town Services less than (2) days notice	\$	3,000.00	
Administration	Filing Industry Fee - Town Walkways/Docks	\$	250.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Fee - Transport A&B Explosives Permit	\$	250.00 Hourly	
Administration	Filing Industry Fee - Use of Hydrant for Water	\$	150.00 Daily	Partial Days are considered Full Days
Administration	Filing Industry Permit Fee	\$	1,000.00 7 Days	
Administration	Parking Decal Fee	\$	5.00 2-year period	
Administration	Property Tax Rate	.29/\$100 valuation		Decals issued beginning 7/10/2017 will be valid through 9/30/2019
Administration	Property Tax Rate	.02/\$100 Valuation		Designated to Beach Nourishment
Administration	Returned Check Fee	\$	26.00 each	

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2018

Department	Charge Type	Approved Amount	Unit	Additional Information
Animal Control	Dog Tags	\$		
Animal Control	Civil Penalty Charge	\$ 25.00	each offense	No charge, but owner must register and show current proof of rabies vaccination 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(G). – 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	Code Enforcement Civil Penalty Charge - House Numbers (1)	\$ 25.00	1st Offense	Failure to Post House Numbers
Code	Code Enforcement Civil Penalty Charge - House Numbers (2+)	\$ 50.00	2nd Offense	Failure to Post House Numbers
Code	Code Enforcement Civil Penalty Charge - Yard Sale (1)	\$ 50.00	1st Offense	Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)
Code	Code Enforcement Civil Penalty Charge - Yard Sale (2+)	\$ 100.00	2nd Offense	Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)
Code	Code Enforcement Civil Penalty Charge - State of Emerg (1)	\$ 50.00	1st Offense	Violation of any Provision during a State of Emergency
Code	Code Enforcement Civil Penalty Charge - State of Emerg (2+)	\$ 100.00	2nd Offense	Violation of any Provision during a State of Emergency
Code	Code Enforcement Civil Penalty Charge - Solid Waste (1)	\$ 50.00	1st Offense	Sec. 24-171
Code	Code Enforcement Civil Penalty Charge - Solid Waste (2+)	\$ 100.00	2nd Offense	Sec. 24-171 (becomes criminal after 2nd offense)
Code	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	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	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	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	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	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	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	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

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2018

Department	Charge Type	Approved Amount	Unit	Additional Information
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		
Development Services	Fire Inspection	\$ 100.00		Plus any required bond
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	\$ 75.00		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		Plus Trade Permit Costs & \$0.40/sq. ft. Over 400 sq. ft.
Development Services	Inspection Permit - Homeowner Recovery Fund	\$ 10.00		For any project exceeding a value of \$30,000.
Development Services	Inspection Permit - Irrigation Tap Permit	\$ 100.00		
Development Services	Inspection Permit - Multi-Family Dwellings (1st Unit)	\$ 1,000.00		Plus \$450.00 each additional unit
Development	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	Inspection Permit - New Single Residence (Garage)	\$ 100.00		
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	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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<u>Department</u>	<u>Charge Type</u>	<u>Approved Amount</u>	<u>Unit</u>	<u>Additional Information</u>
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 Permit	\$ 75.00		
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	Approved 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, perimeter evacuation, 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	Approved 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 1 and 2 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: <ul style="list-style-type: none"> • Scene Safety • Investigation • Source Identification • K-9/Atson 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. Includes: <ul style="list-style-type: none"> • 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. Includes: <ul style="list-style-type: none"> • 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.
Fire Department		\$ 400.00		Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first

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Department	Charge Type	Approved Amount	Unit	Additional Information
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	Approved 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	\$50 Refundable Deposit and a \$35 Non-Refundable Cleaning Deposit + \$15/hr. for Staff time after hours
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

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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	Approved 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

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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 - In addition to the fee, a boot is applied to the vehicle and cannot be removed until fine is paid.
Police	Wrecker Service - Limitation on Rates for 911 Tow Calls	\$ 150.00	each	
Police	Wrecker Service - Limitation on Storage Rate for Towed Vehicles	\$ 25.00	day	
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)	\$ 2.89	Monthly	
Public Works	Stormwater Fee - Residence (Single Family)	\$ 2.89	Monthly	
Public Works	Stormwater-Commercial Plan Review	\$ 400.00		Plus \$100 per disturbed acre

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2018

Department	Charge Type	Approved 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, 2018

Department	Charge Type	Approved 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 Infrastructure Reimbursement	\$ 2,642.00	First 4 Habitable Rooms	Single Family: First 4 habitable rooms included then \$1500.00 for each habitable room after.
	WW Residential Class II Infrastructure Reimbursement	\$ 3,523.00		Duplex
	WW Residential Class III Infrastructure Reimbursement	\$ 4,147.00		Triplex
	WW Residential Class IV Infrastructure Reimbursement	\$ 4,944.00		Quadplex
	WW Residential Class V Infrastructure Reimbursement	\$ 4,492.00		Condo-Townhouse (Plus \$1,624 for each unit over four (4))
	WW Residential Class VI Infrastructure Reimbursement	\$ 4,492.00		Apartment Complex (Plus \$1,624 for each unit over four (4))
	WW Commercial Class I Infrastructure Reimbursement	\$ 4,055.00		
	WW Commercial Class II Infrastructure Reimbursement	\$ 4,529.00		
	WW Commercial Class III Infrastructure Reimbursement	\$ 5,174.00		
	WW Commercial Class IV Infrastructure Reimbursement	\$ 6,146.00		(General)
	WW Commercial Class V Infrastructure Reimbursement	\$ 6,146.00		(Motel / Hotel) Plus \$1,537 per unit

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2018

Department

Approved Amount

Unit

Additional Information

Charge Type

Commercial Classifications

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.

NOTES:

1

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.

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.