



The Town of
Oak Island
NORTH CAROLINA



Fiscal Year 2016-2017 Budget

Mayor Cin Brochure

Council Members: Jim Medlin (Mayor Pro Tempore),

**Sheila M. Bell, Charlie K. Blalock, Loman Scott
and Jeff Winecoff**

**TOWN OF OAK ISLAND
FISCAL YEAR 2016-2017 RECOMMENDED BUDGET
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May 17, 2016 (revised following adoption of the FY 2016-17 budget)

To the Honorable Mayor Cin Brochure, Mayor Pro Tempore Medlin and Council members Sheila Bell, Charlie Blalock, Loman Scott and Jeff Winecoff:

Submitted herewith is the Town of Oak Island's budget for Fiscal Year 2016-17. This proposed budget includes Administration, Development Services, Fire, Parks and Recreation, Police, Public Works and Utilities and totals \$35,676,525.

Staff compiled the operating budget based on historical data and anticipated changes in costs, along with equipment and vehicle purchases for the upcoming year.

General Fund: The Town's General Fund balances remain strong with levels greater than the recommended amount as set by the North Carolina Local Government Commission. It is essential that these reserves remain strong to ensure funds are available to use in the event of a natural disaster or catastrophic event.

General Fund Revenues: This budget includes a tax rate of \$0.29/\$100; this rate is revenue neutral following last year's property revaluation. The Town will still maintain approximately 30% of the total operating budget, compared to the 25% as mandated by the State's Local Government Commission. Other estimated revenues, such as local option sales tax, are based on historical data and economic predictions for the coming year. Staff also reviewed the FY 2016-17 municipal state-collected revenue estimates provided by the North Carolina League of Municipalities.

Water and Wastewater Revenues: The budget includes a 1.5% increase in water and wastewater rates, with no increase to the Sewer District Fee. This minimal increase will account for rising costs due to inflation while recognizing that the previously recommended annual 3% increases were part of planning documents; staff is now relying on several years of historical data rather than the original planning tools.

Departmental Expenditures: This year's budget builds on efforts made last year to include shared costs within the individual departments' budgets where practical to do so. For example, utilities costs, previously all included in the Public Works budget, are now separated out to the departments in pro-rated amounts. In other words, the Administration budget now includes utilities expenses and building maintenance for Town Hall. Workers compensation is also now spread among the departments. Accounting for these expenses in this manner will give a more accurate picture of each department's costs.

Beach Nourishment: The budget establishes a Beach Nourishment line item in the General Fund, with excess revenues going to this line item. Other funding options, such as securing financial support from the federal, state and county governments, will continue to be pursued.

Fire Department: The Fire Chief will look into whether a proposed training center for the Department to share with St. James could also see participation from other neighboring towns that could then share the cost; money for the training center is not included in this year's budget. There are plans to purchase new thermal imaging cameras at a cost of \$8,000-\$10,000 each; Oak Island personnel have tested the cameras they plan to purchase in actual fire conditions rather than relying on demo data. This budget also includes the Town's contract costs for Oak Island Water Rescue and covers the Town's costs for maintaining the Town's defibrillators.

Police: The Police Department budget includes the new narcotics officer Council discussed at the April 4, 2016 budget workshop and an additional officer authorized by Council. The Department was able to purchase a new vehicle, computer and other equipment for one of the new officer positions out of funds in the FY 2015-16 budget, thanks in large part to reduced fuel prices throughout the fiscal year and fewer office supply purchases than anticipated. The Department will replace two vehicles this fiscal year, both with more than 125,000 miles. Additional overtime funds are also included to better accommodate officers' schedules with regards to time spent in court, covering shifts when officers are out due to vacations or sickness, etc.

Parks and Recreation: The increase in the line item for the transfer from the General Fund to the golf course (proposed at \$191,825 for the FY 2016-17 budget) is included to accommodate the need for new equipment, including two new mowers specifically designed for mowing golf courses, and a new debris blower. An increased budget for advertising is also included, with the hope that it will continue efforts to increase play. Council and the public will also see a new line item in the Parks and Recreation budget for the Sea Turtle Program. The Town regularly receives donations for the work done on behalf of sea turtles nesting on the island and the separate line item will help staff account for this. The Parks and Recreation budget also includes a new full-time position entitled Program Supervisor. This person will oversee the Farmers Market (eliminating the need for the part-time position in this year's budget for that purpose), organize special events such as Ride the Tide, and also help advertise the Department's many programs and activities. The Department will also take over the Animal Control van from the Police Department in lieu of purchasing a new pickup truck. The Police Department will then purchase a small pickup for Animal Control purposes.

Public Works: Under direction of the Public Services Director, this Department will see some reorganization this year, highlighted by a renewed focus on the core services the Department is expected to provide. Plans for the upcoming fiscal year include attention to some facilities and structures that have not been high on the priority list in the last few years, such as repairing Waterway accesses and bulkheads to ensure continued public access to the water. There will also be new efforts made to deal with stormwater and drainage issues, which accounts for the increase in stormwater fees of \$1.75/month to \$2.75/month for residential properties and from \$7.50/month to \$11.80/month for commercial properties. Town staff will work with engineers to plan and implement culverts, etc. to help alleviate drainage problems (with the proper CAMA permits as needed). A Stormwater Manager is also being requested. This person would handle stormwater plan reviews and assist in implementing plans to control stormwater problems in town. The Public Works Department's budget will no longer include utilities, facilities maintenance, etc. for all of the Town facilities as those expenditures have been included in their

respective departments. There are no plans for paving in this fiscal year; the Town will continue to collect Powell Bill funds and reserve them for future use but has included those funds in the budget to cover any paving issues that arise.

Utilities: There is no increase to the Sewer District Fee this year and only a 1.5% increase to user fees. Staff will continue to work with Brunswick County to research options for transferring the utilities system or selling wastewater capacity. The salary for the Public Services Director, who handles utilities, public works and stormwater, will be paid from those three budgets. This year's budget includes the final payments for the Fish Factory Road plant -- \$109,275 in principal and \$5,322 in interest.

Development Services: The budget includes a new position for a Zoning Technician. This employee will perform a variety of technical duties in support of the Town's local code enforcement program; monitor and enforce a variety of applicable ordinances, codes, and regulations related to zoning, land use, nuisance and other matters of public concern; serve as a resource and provide information on Town regulations to property owners, residents, businesses, the general public, and other Town departments and divisions; review plans and issue permits; and investigate code complaints and negotiate solutions, prepare and issue citations and fines. The position also requires a vehicle and a computer. With increasing demands for code enforcement to be a higher priority, staff believes this additional position will help address the citizens' needs in this area.

Employee Benefits: The Town has, in the last several years, reduced the workforce and otherwise tightened the budget in many areas related to employee benefits. The employees have continued to thrive and provide the needed services and increased demands while operating with fewer resources. Last year, for example, the Town decided to join the NC State employees' health insurance plan, thereby tying the Town to the state's large pool of employees with the hope that it would help control annual large increases in that expense. This budget includes a potential 4% merit increase. Currently, the Town match for employee contributions to a 401(k) is increased to 3% for those employees who choose to participate in the program.

Summary: The Town will complete a couple of large tasks this year – completing and adopting the Comprehensive Plan and drafting and adopting the Unified Development Ordinance. These tasks, and many others, will be completed with the help of volunteers who dedicate their time and talent to making Oak Island the best it can be. This past fiscal year has been yet another year of transitions for the Town government, but the employees have once again come together to carry on the Town government's true and only purpose – providing the best level of service to the people of Oak Island in the most economical way possible. The Department Heads employed by the Town of Oak Island are hard-working and extremely knowledgeable; their leadership within their departments is a testament to their dedication to this Town. In particular, we would like to single out Finance Director Dave Hatten, who has guided much of this budget preparation, working with well-developed budgets provided by the departments.

In closing, we would like to thank the Council for the support and guidance offered as your Interim co-Managers work to move the Town forward in a positive direction. The employees have also shown their support, and their cooperation through times of uncertainty is truly

appreciated by all. We appreciate this opportunity to guide the Town through this transition and look forward to work with Council to adopt a budget that serves the needs of the Town for the coming fiscal year.

Rob Gandy and
Lisa P. Stites, CMC

Interim co-Managers

BUDGET ORDINANCE
FISCAL YEAR 2016-2017
TOWN OF OAK ISLAND, NORTH CAROLINA

BE IT ORDAINED, by the Town Council of the Town of Oak Island, in Council assembled, in session on June 14, 2016, that the following fund revenues and departmental expenditures, together with certain restrictions and authorizations, are adopted:

SECTION I

GENERAL FUND

		<u>Amount</u>
A.	Revenues Anticipated	
	Current Year's Property Taxes	\$ 6,829,015
	State Shared Revenues	1,601,100
	Other	3,388,573
	Total	\$ 11,818,688
B.	Expenditures Authorized by Departments	
	Town Council	\$ 303,743
	Outside Agency Funding	26,500
	Administration	2,866,228
	Public Services - Facilities	400,826
	Police	2,585,843
	Animal Control	55,100
	Fire & EMS Department	2,624,957
	Development Services	703,945
	Public Works - Admin	118,298
	Public Works - Fleet Maint.	160,520
	Public Works - Operations	1,206,710
	Parks & Recreation	594,451
	Parks & Recreation - CRC	171,568
		\$ 11,818,688

SECTION II

WATER FUND

		<u>Amount</u>
A.	Revenues Anticipated	\$ 3,755,552
B.	Expenditures Authorized by Departments	
	Water Administration	\$ 2,734,926
	Water Maintenance	1,020,626
	Total	\$ 3,755,552

SECTION III		<u>WASTEWATER FUND</u>	
			Amount
A.	Revenues Anticipated	\$	14,132,183
B.	Expenditures Authorized by Departments		
	Wastewater Treatment		4,819,950
	Wastewater Collection		9,312,233
	Total	\$	14,132,183
SECTION IV		<u>STORMWATER FUND</u>	
			Amount
A.	Revenues Anticipated	\$	353,053
B.	Expenditures Authorized		353,053
SECTION V		<u>SOLID WASTE FUND</u>	
			Amount
A.	Revenues Anticipated	\$	978,488
B.	Expenditures Authorized		978,488
SECTION VI		<u>SOUTH HARBOUR GOLF COURSE FUND</u>	
			Amount
A.	Revenues Anticipated	\$	327,825
B.	Expenditures Authorized by Departments		
	Golf Course Grounds Maintenance		229,862
	Golf Course Operations		97,963
	Total	\$	327,825
SECTION VII		<u>SEWER DISTRICT FEE FUND</u>	
			Amount
A.	Revenues Anticipated	\$	2,301,239
B.	Expenditures Authorized	\$	2,301,239
SECTION VIII		<u>ACCOMMODATIONS TAX FUND</u>	
			Amount
A.	Revenues Anticipated	\$	657,000
B.	Expenditures Authorized	\$	657,000
SECTION VIII		<u>BEACH TAX FUND</u>	
			Amount
A.	Revenues Anticipated	\$	835,666
B.	Expenditures Authorized	\$	835,666

SECTION XI CAPITAL RESERVE FUND

			Amount
A.	Revenues Anticipated	\$	495,429
B.	Expenditures Authorized	\$	495,429

SECTION XII BEACH PRESERVATION FUND

			Amount
A.	Revenues Anticipated	\$	21,400
B.	Expenditures Authorized	\$	21,400

SECTION XII Tax Rate Established

An ad valorem tax rate of .290 cents per \$100.00 at full valuation is hereby established as the official tax rate for the Town of Oak Island for the fiscal year 2016-2017. This rate is based on an estimated valuation of \$ 2,411,256,325, and an estimated collection rate of 97.66%.

SECTION XIII Service Rates Established

The service rates for Town of Oak Island for fiscal year 2016-2017, 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.

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 Oak Island Municipal Government during the 2016-2017 Fiscal Year. The Budget Officer shall administer the Budget and shall ensure that operation officials 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 2016-17 budget authorizes a merit increase of up to four percent to be used as a pool for employee evaluations. All evaluations will be conducted on or near the employee's anniversary date and will be performed by the supervisor and approved by the Town Manager.

SECTION XVII

A copy of this Budget Ordinance shall be furnished to the Budget Officer, the Finance Director, Town Clerk and the Tax Collector for direction in the carrying out of their duties.

Adopted this the 14th day of June, 2016.

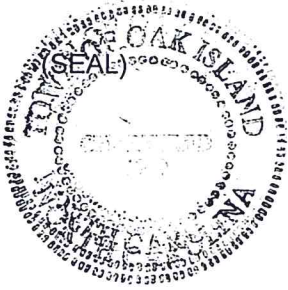


Cin Brochure, Mayor

ATTESTED:



Lisa P. Stites, Town Clerk



**TOWN OF OAK ISLAND
BUDGET COMPARISON**

FUND/DEPARTMENT	FY 2015 - 2016 (as amended)	RECOMMENDED FY 2016-2017	DIFFERENCE FY 2016-2017
REVENUES			
GENERAL FUND	12,082,984	11,818,688	264,296
WATER FUND	3,748,820	3,755,552	(6,732)
WASTEWATER FUND	14,529,802	14,132,183	397,619
STORMWATER FUND	252,248	353,053	(100,805)
SOLID WASTE FUND	1,117,798	978,488	139,310
SOUTH HARBOR GOLF COURSE	275,950	327,825	(51,875)
SEWER DISTRICT FEE FUND	2,341,389	2,301,239	40,150
ACCOMMODATIONS TAX FUND	660,234	657,000	3,234
BEACH TAX FUND	933,596	835,666	97,930
CAPITAL RESERVE FUND	293,706	495,429	(201,723)
BEACH PRESERVATION FUND	18,400	21,400	(3,000)
TOTAL REVENUES	36,254,927	35,676,525	578,402
LESS INTERFUND TRANSFERS	5,121,070	4,340,037	781,033
NET REVENUES	31,133,857	31,336,488	(202,631)
EXPENDITURES			
<u>GENERAL FUND</u>			
TOWN COUNCIL	305,801	303,743	2,058
OUTSIDE AGENCY	27,000	26,500	500
ADMINISTRATION	2,664,776	2,866,229	(201,453)
FACILITIES MANAGEMENT	540,515	400,826	139,689
POLICE	2,371,713	2,585,843	(214,130)
FIRE & EMS DEPARTMENT	3,458,257	2,624,957	833,300
ANIMAL CONTROL	55,000	55,100	(100)
DEVELOPMENT SERVICES	688,453	703,945	(15,492)
PUBLIC WORKS ADMINISTRATION	151,968	118,298	33,670
FLEET MAINTENANCE	155,756	160,520	(4,764)
PUBLIC WORKS OPERATIONS	994,182	1,206,710	(212,528)
RECREATION DEPARTMENT	557,501	594,451	(36,950)
RECREATION-COMMUNITY RESOURCE CENTER	114,362	171,568	(57,206)
TOTAL GENERAL FUND EXPENDITURES	12,085,284	11,818,689	266,595
<u>WATER FUND</u>			
WATER-ADMINISTRATION	2,732,343	2,734,926	(2,583)
WATER MAINTENANCE	1,016,477	1,020,627	(4,150)
TOTAL WATER FUND EXPENDITURES	3,748,820	3,755,552	(6,732)
<u>WASTEWATER FUND</u>			
WASTEWATER TREATMENT	4,507,307	4,819,950	(312,643)
WASTEWATER COLLECTION	10,022,495	9,312,233	710,262
TOTAL WASTEWATER FUND EXPENDITURES	14,529,802	14,132,184	397,618
<u>STORMWATER FUND</u>			
	252,248	353,053	(100,805)
<u>SOLID WASTE FUND</u>			
	1,117,798	978,488	139,310
<u>SOUTH HARBOR GOLF COURSE FUND</u>			
SOUTH HARBOR GOLF COURSE-GROUNDS	189,811	229,862	(40,051)
SOUTH HARBOR GOLF COURSE-OPERATIONS	86,139	97,963	(11,824)
TOTAL SOUTH HARBOR GOLF COURSE EXPENDITURES	275,950	327,825	(51,875)
<u>SEWER DISTRICT FUND</u>			
	2,341,389	2,301,239	40,150
<u>ACCOMODATIONS TAX FUND</u>			
	660,234	657,000	3,234
<u>BEACH TAX FUND</u>			
	933,596	835,666	97,930
<u>CAPITAL RESERVE FUND</u>			
	293,706	495,429	(201,723)
<u>BEACH PRESERVATION FUND</u>			
	18,400	21,400	(3,000)
TOTAL EXPENDITURES	36,257,227	35,676,526	580,701
LESS INTERFUND TRANSFERS	5,121,070	4,340,037	781,033
NET EXPENDITURES	31,136,157	31,336,488	(200,331)

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2016 - 2017**

New Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Revenue As of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 2016 - 2017	Manager Recommendations	Council Approved
10-300-1100	CURRENT YEARS TAXES	6,754,287	6,412,218	6,420,554	6,500,000	6,829,015	6,829,015	6,829,015
10-300-1201	PRIOR YEARS TAXES	491,360	150,000	276,861	150,000	150,000	150,000	150,000
10-300-1300	MOTOR VEHICLES TAXES	204,035	150,000	146,458	150,000	150,000	150,000	150,000
10-300-1500	INTEREST	1,856	1,500	12,950	13,000	1,500	1,500	1,500
10-300-1600	TAX PENALTIES	175,169	50,000	134,333	135,000	50,000	50,000	50,000
10-300-1601	MV TAX PENALTIES	1,308	2,000	78	1,000	2,000	2,000	2,000
10-300-3100	LOCAL OPTIONAL SALES TAX	602,319	605,000	556,333	605,000	627,700	627,700	627,700
10-300-3101	LOCAL OPT SALES TAX 1/2%(40)	329,499	330,000	286,102	330,000	342,800	342,800	342,800
10-300-3102	LOCAL OPT SALES TAX 1/2%(42)	308,829	310,000	269,874	310,000	322,000	322,000	322,000
10-300-3103	LOCAL OPT SALES TAX 1/2%(44)	298,544	297,500	228,771	297,500	308,600	308,600	308,600
10-300-3210	UTILITIES FRANCHISE TAX REV	541,157	420,000	513,466	420,000	457,800	457,800	457,800
10-300-3220	BEER AND WINE TAX PROCEEDS	33,805	33,800	0	33,800	33,800	33,800	33,800
10-300-3230	VIDEO PROGRAMMING	115,489	91,000	71,943	91,000	91,000	91,000	91,000
10-300-3240	TELEPHONE COMMUNICATION TAX	22,402	25,000	9,239	25,000	24,500	24,500	24,500
10-300-4211	FIRE DISTRICT FEES	1,088,742	1,015,000	808,969	1,015,000	1,015,000	1,015,000	1,015,000
10-300-3330	NC CONTROL SUBSTANCE DIST.	430	0	354	0	0	0	0
10-300-3710	CAMA REIMBURSEMENT	7,595	4,500	9,334	4,500	4,500	4,500	4,500
10-300-3720	NC DOT MOWING AGREEMENT	6,520	0	8,122	8,122	6,520	6,520	6,520
10-300-3810	POWELL BILL DISTRIBUTIONS	309,095	300,000	308,331	300,000	306,000	306,000	306,000
10-300-3900	ABC NET REVENUE	199,523	130,000	108,423	130,000	130,000	130,000	130,000
10-300-4100	CABLE VISION RECEIPTS	0	10,000	0	10,000	10,000	10,000	10,000
10-300-4210	MISCELLANEOUS PERMITS & FEES	250	500	665	500	500	500	500
10-300-4421	BUILDING PERMITS	245,261	195,000	338,739	195,000	195,000	195,000	195,000
10-300-4214	PLUMBING PERMITS	13,405	12,000	17,050	12,000	12,000	12,000	12,000
10-300-4213	ELECTRICAL PERMITS	26,040	21,000	38,090	21,000	21,000	21,000	21,000
10-300-4214	MECHANICAL PERMITS	53,160	33,000	39,785	33,000	33,000	33,000	33,000
10-300-4220	DEVELOPMENT PERMITS	9,000	7,000	6,770	7,000	7,000	7,000	7,000
10-300-4230	ANIMAL CONTROL REVENUE	1,605	1,000	0	0	0	0	0
10-300-4231	CIVIL CITATIONS	7,760	5,000	6,606	5,000	5,000	5,000	5,000
10-300-4220	HOMEOWNERS RECOVERY FUND	1,500	1,000	1,660	1,000	1,000	1,000	1,000
10-300-4250	PARKING REGISTRATIONS	14,835	8,000	14,292	8,000	8,000	8,000	8,000
10-300-4251	PARKING REGISTRATIONS-HANDICAP	150	0	205	0	0	0	0
10-300-4301	DEVELOPMENT PERMITS	18,200	7,000	20,000	25,000	7,000	7,000	7,000
10-300-4302	ZONING PERMITS	14,677	12,000	11,600	15,000	12,000	12,000	12,000
10-300-4410	FIRE TRANSPORT FEES	6,206	18,000	635	1,500	18,000	18,000	18,000
10-300-4420	FIRE INSPECTION FEES	10,640	10,000	7,506	10,000	10,000	10,000	10,000
10-300-4421	FIRE PERMITS	0	1,200	0	1,200	1,200	1,200	1,200
10-300-4430	FIREMENS RELIEF FUND	6,541	0	0	0	0	0	0
10-300-4440	DONATIONS FIRE/EMS	150	100	560	560	100	100	100
10-300-4450	EMS SERVICE BILLING	22,479	30,000	2,500	2,500	30,000	30,000	30,000
10-300-4460	FIRE STATION RENT	0	0	5,500	6,000	6,000	6,000	6,000
10-300-4620	RECREATION DEPT RECEIPTS	66,426	50,000	71,437	75,000	57,000	57,000	57,000
10-300-4611	TURTLE PROGRAMS	3,146	3,000	1,104	3,000	3,000	3,000	3,000
10-300-4620	FUNDRAISING & SPONSORSHIPS	2,650	2,000	0	2,000	2,000	2,000	2,000
10-300-4630	WEIGHT ROOM FEES	50,348	45,000	42,942	45,000	45,000	45,000	45,000
10-300-4640	PRODUCTS FOR SALE	5,415	2,500	7,216	7,304	6,000	6,000	6,000
10-300-4710	PIER LEASE	76,354	78,000	70,615	78,000	79,000	79,000	79,000
10-300-4720	EQUIPMENT LEASE	2,880	0	0	0	0	0	0
10-300-8100	MISCELLANEOUS REVENUES	32,326	3,300	7,427	3,300	3,300	3,300	3,300
10-300-8200	DONATIONS	4,000	4,000	1,255	4,000	4,000	4,000	4,000

**TOWN OF OAK ISLAND
GENERAL FUND REVENUES (10)
FY 2016 - 2017**

New Account Number	Description	Y.T.D.		Revenue As of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 2016 - 2017	Manager Recommendations	Council Approved
		Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16					
10-300-8410	SALE OF FIXED ASSETS	32,387	120,919	0	0	0	0	0
10-300-8411	SALE OF FIXED ASSETS-FIRE DEPT	72,500	0	434,600	434,600	0	0	0
10-300-8420	SALE OF MATERIALS	7,363	0	66	66	0	0	0
10-300-8500	INSURANCE RECOVERY	3,132	0	93	93	0	0	0
10-300-8901	TAX PAYMENTS OVER/UNDER \$1.	0	0	0	0	0	0	0
10-300-8906	NCLM SAFETY GRANTS	1,500	0	2,493	2,493	0	0	0
10-000-8908	MOSQUITO CONTROL REVENUE	2,100	0	2,900	2,900	0	0	0
10-300-8912	BRUNSWICK COUNTY RESCUE CONT.	36,000	36,000	18,000	36,000	36,000	36,000	36,000
10-300-8913	BRUNSWICK COUNTY TRANSIT GRANT	0	20,000	20,000	20,000	20,000	20,000	20,000
10-300-8919	RECREATION DONATIONS	27,580	4,890	3,045	4,890	3,000	3,000	3,000
10-300-8925	TRANSFER FROM ACCOMMODATIONS TAX	0	780,000	780,000	780,000	22,853	22,853	22,853
10-300-9110	LOAN PROCEEDS	0	0	4,876	0	0	0	0
10-300-9501	BOND REFUNDING PROCEEDS	0	0	0	0	0	0	0
10-300-9712	TRANSFER FROM FIRE DEPT	173,366	0	0	0	0	0	0
10-300-9751	TRANSFER FROM TOWN HALL PROJECT	385,951	0	0	0	0	0	0
10-300-9800	APPROPRIATED FUND BALANCE	0	234,057	0	0	0	0	0
10-300-9810	APPROPRIATED -POWELL BILL	0	0	0	0	308,000	308,000	308,000
		12,929,245	12,082,984	12,150,727	12,371,828	11,818,688	11,818,688	11,818,688

TOWN OF OAK ISLAND
BUDGET SUMMARY - TOWN COUNCIL (10-410)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 2016 - 2017	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
TOWN COUNCIL								
10-410-0210	FEES PAID ELECTED OFFICIALS	42,250	42,500	31,005	39,000	39,000	39,000	39,000
10-410-0300	FICA EXPENSE	2,801	3,251	2,059	2,984	2,984	2,984	2,984
10-410-0420	HRA ALLOWANCE	0	350	242	242	0	0	0
10-410-0800	WORKERS COMPENSATION	0	0	0	0	659	659	659
10-410-2100	DEPARTMENTAL SUPPLIES	1,025	1,700	1,947	2,100	2,000	2,000	2,000
10-410-2101	SUPPLIES - VIDEOTAPING	2,828	1,750	3,445	1,760	2,000	2,000	2,000
10-410-2406	VOLUNTEER APPRECIATION DINNER	0	2,500	0	0	2,500	2,500	2,500
10-410-3100	PROFESSIONAL SERVICES - LEGAL	110,200	176,000	64,121	150,000	168,000	168,000	168,000
10-410-3101	PROFESSIONAL SERVICES - OTHER	53,172	45,000	49,471	50,000	55,000	55,000	55,000
10-410-3104	SPECIAL PROJECTS	0	15,250	3,070	3,028	18,000	18,000	18,000
10-410-3200	ADVERTISING	5,286	4,000	5,166	4,558	4,600	4,600	4,600
10-410-3600	COUNCIL DEVELOPMENT	1,665	4,000	5,164	5,164	4,000	4,000	4,000
10-410-4600	ELECTION EXPENSES	0	3,500	3,829	3,829	0	0	0
10-410-9100	EXPENDABLE EQUIPMENT	5,328	6,000	293	300	5,000	5,000	5,000
10-410	DEPARTMENT TOTAL	224,555	305,801	169,812	262,964	303,743	303,743	303,743

BUDGET SUMMARY - TOWN COUNCIL (10-410)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENT SUPPLIES</u> Based on prior expenditures. Includes supplies, name plates, plaques and funeral flowers / donations	TOTAL =	\$2,000
2101	<u>SUPPLIES - VIDEOTAPING</u> Based on prior expenditures. Includes all costs to film, edit and post Town Council Meetings and Community Events on the Town's Public Access Channel 8.	TOTAL =	\$2,000
2406	<u>VOLUNTEER APPRECIATION DINNER</u> To cover cost of dinner to reflect Town's appreciation of its volunteers	TOTAL =	\$2,500
3100	<u>PROFESSIONAL SERVICES - LEGAL</u> Town Attorney Services - projected at \$14,000 per month. - budget request \$168,000 Includes other various legal fees / expenses not a part of the Town Attorney's Contract and/or any other professional fees.	168,000 TOTAL =	\$168,000
3101	<u>PROFESSIONAL SERVICES - OTHER</u> 2016 - 2017 Audit Contract estimate of \$55,000. 2015-2016 was \$49,000 which needed increase due to new audit requirements for pensions.	TOTAL =	\$55,000
3104	<u>SPECIAL PROJECTS</u> To cover special projects that arise during the course of the year (\$1,500 x 12)	TOTAL =	\$18,000
3200	<u>ADVERTISING</u> Based on Prior year expenditures	TOTAL =	\$4,600
3600	<u>COUNCIL DEVELOPMENT</u> Based on prior expenditures. Includes travel incurred by Council members to attend various schools, training, or conferences. Includes annual retreat for Council members to develop Town goals and objectives.	TOTAL =	\$4,000
9100	<u>EXPENDABLE EQUIPMENT</u> This line item is for office equipment, furniture, computers and other items that are used longer than one year and cost less than \$5,000.	TOTAL =	\$5,000
	TOTAL	\$	261,100

**TOWN OF OAK ISLAND
DEPARTMENT SUMMARY
FY 2016 - 2017**

TOWN COUNCIL

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 2016 - 2017 BUDGET</u>	<u>% CHANGE</u>	<u>APPROVED FY 2016 - 2017 BUDGET</u>	<u>% CHANGE</u>	<u>POSITIONS</u>
Service Compensation	45,051	46,101	42,643	-8.11%	42,643	-7.50%	Mayor 1
Operating Expenses	179,504	259,700	261,100	0.54%	261,100	0.54%	Town Council Members 5
Transfers							
TOTAL	224,555	305,801	303,743	-0.67%	303,743	-0.67%	
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>				<u>TOTAL</u>
	6	6	6				6

BUDGET SUMMARY - TOWN COUNCIL (10-410)

PERSONNEL COST DATA

FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	#
TOTAL ALL SALARIES						
		\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	6
FRINGE BENEFIT COSTS						
FICA & MEDICARE		2,984	\$ 2,984	\$ 2,984	\$ 2,984	
WORKERS COMPENSATION		-	\$ 659	\$ 659	\$ 659	
TOTAL FRINGE BENEFIT COSTS		2,984	\$ 3,643	\$ 3,643	\$ 3,643	
GRAND TOTAL PERSONNEL BUDGET						
		\$ 41,984	\$ 42,643	\$ 42,643	\$ 42,643	

TOWN OF OAK ISLAND
BUDGET SUMMARY - OUTSIDE AGENCY FUNDING (10-411)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED 6/30/16 YE EXPENSE	AGENCY REQUESTS FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
OUTSIDE AGENCY FUNDING									
10-411-3301	BRUNS FAMILY ASSISTANCE	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000
10-411-3303	CHAMBER OF COMMERCE	3,000	3,000	3,000	3,000	3,000	5,000	5,000	5,000
10-411-3305	OKI SENIOR CITIZENS INC	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
10-411-3307	COMMUNITIES IN SCHOOLS	1,000	1,000	0	0	0	1,000	1,000	1,000
10-411-3308	HOPE HARBOR HOME INC	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500
10-411-3311	NC FOURTH OF JULY FESTIVAL	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000
10-411-3314	BRUNS COUNTY LITERACY COUNCIL	0	1,500	0	0	0	1,500	1,500	1,500
10-411-3330	LOWER CAPE FEAR HOSPICE	0	2,500	0	0	0	0	0	0
10-411-3331	SEA BISCUIT WILDLIFE SHELTER	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
10-411-3332	OAK ISLAND BEAUTIFICATION	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000
10-411-3333	BRUNSWICK COUNTY PLANNING	0	5,000	2,000	2,000	2,000	0	0	0
10-411-3600	BRUNSWICK SHORES RADIO CLUB	0	4,000	4,000	4,000	4,000	0	0	0
10-411-3334	VIETNAM VETERANS WALL	0	1,000	1,000	1,000	1,000	0	0	0
10-411-3335	BRUNSWICK CO. AIRPORT	0	0	0	0	0	10,000	10,000	10,000
10-411-3602	BRUNSWICK SEARCH & RESCUE	0	1,000	0	0	0	1,000	1,000	1,000
10-411	OUTSIDE AGENCY FUNDING TOTAL	6,500	27,000	18,000	18,000	18,000	26,500	26,500	26,500

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2016 - 2017**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
ADMINISTRATION								
10-420-0220	SALARIES & WAGES - FULL TIME	776,543	832,564	614,511	832,564	681,113	681,113	681,113
10-420-0240	SALARIES - OVERTIME	0	2,500	0	0	0	0	0
10-420-0250	CELL PHONE ALLOWANCE	0	2,400	1,450	2,400	2,400	2,400	2,400
10-420-0300	FICA EXPENSE	60,508	64,066	49,588	64,066	52,289	52,289	52,289
10-420-0410	GROUP INSURANCE	114,840	111,089	107,028	144,014	125,369	125,369	125,369
10-420-0420	HRA ALLOWANCE	25,140	14,350	13,269	21,000	0	0	0
10-420-0510	RETIREMENT	0	56,450	62,544	59,807	50,062	50,062	50,062
10-420-0520	401K SUPP. RETIREMENT	11,148	19,858	11,563	15,374	9,824	9,824	9,824
10-420-0540	ICMA 457 RETIREMENT PLAN	27,855	0	0	0	0	0	0
10-420-0700	UNEMPLOYMENT	3,380	3,692	3,465	3,692	3,038	3,038	3,038
10-420-0800	WORKERS COMPENSATION	0	-	0	0	18,849	18,849	18,849
10-420-2100	DEPARTMENTAL SUPPLIES	13,924	18,500	10,295	15,000	18,000	18,000	18,000
10-420-2102	MISCELLANEOUS	3,424	-	0	0	0	0	0
10-420-2105	CASH OVER/SHORT	51	0	162	243	0	0	0
10-420-3200	ADVERTISING	2,300	2,000	1,450	2,000	2,000	2,000	2,000
10-420-3300	DUES & SUBSCRIPTIONS	16,956	20,000	16,989	17,500	17,500	17,500	17,500
10-420-3600	STAFF DEVELOPMENT	10,512	8,000	8,673	8,000	8,000	8,000	8,000
10-420-3601	MANAGER'S STAFF DEVELOPMENT	159	6,000	5,781	1,000	3,500	3,500	3,500
10-420-4120	MAINT. & REPAIR EQUIPMENT	5,276	6,600	6,142	5,500	6,600	6,600	6,600
10-420-4130	MAINT & REPAIR VEHICLES	2,254	3,600	1,083	3,600	3,600	3,600	3,600
10-420-4300	TELEPHONE & POSTAGE	12,250	14,500	12,010	12,175	14,500	14,500	14,500
10-420-4301	INTERNET ACCESS	14,889	15,000	12,606	15,000	15,000	15,000	15,000
10-420-4308	OAK ISLAND WEB PAGE	0	1,600	1,199	1,600	10,000	10,000	10,000
10-420-4400	UTILITIES	0	-	0	0	25,200	25,200	25,200
10-420-4500	LIABILITY INSURANCE	341,170	375,000	252,379	375,000	275,000	275,000	275,000
10-420-4700	MISC - FIRE DISTRICT FEES	11,330	12,000	11,330	11,500	12,000	12,000	12,000
10-420-5420	CAPITAL OUTLAY-TECHNOLOGY	61,709	176,750	172,597	50,000	50,000	50,000	50,000
10-420-6100	CONTRACTED SERVICES	117,275	70,000	84,736	120,000	117,100	117,100	117,100
10-420-6600	BANK, CREDIT CARD & PAYCHEX FEES	0	30,000	16,024	30,000	30,000	30,000	30,000
10-420-7110	DEBT SERVICE-PRINCIPLE	416,667	416,667	326,667	416,667	678,000	678,000	678,000
10-420-7120	DEBT SERVICE-INTEREST	184,889	165,744	164,243	165,744	110,490	110,490	110,490
10-420-9100	EXPENDABLE EQUIPMENT	1,092	3,000	2,911	2,000	3,000	3,000	3,000
10-420-9101	EXPENDABLE EQUIPMENT - IT	5,002	11,000	10,793	11,000	5,000	5,000	5,000
10-420-9635	TRANSFER TO SOLID WASTE FUND	135,000	65,196	0	0	66,988	66,988	66,988
10-420-9646	TRANSFER TO GOLF COURSE-OPERATIONS	0	136,650	120,000	136,650	129,240	129,240	129,240
10-420-9646	TRANSFER TO GOLF COURSE-CAPITAL	0	-	0	0	62,585	62,585	62,585
10-420-9672	TRANSFER TO CAPITAL RESERVE	88,292	0	0	0	259,982	259,982	259,982
10-420-9700	RESERVED FOR FUND BALANCE	1,968,083	-	2,112,455	411,090	0	0	0
10-420	DEPARTMENT TOTAL	4,431,716	2,664,776	4,213,943	2,954,186	2,866,229	2,866,229	2,866,229

**TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2102	<u>DEPARTMENT SUPPLIES</u>			
	Anticipated miscellaneous supplies for Town Hall offices.		TOTAL=	\$18,000
3200	<u>ADVERTISING</u>			
	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 \$650-\$700/month		TOTAL=	\$2,000
3300	<u>DUES AND SUBSCRIPTIONS</u>			
	All Others	16,500		
	NC Beach, Inlet & Watway Association	1,000		
	Estimated for professional dues, certification renewals and subscriptions to professional journals, etc.	17,500	TOTAL=	\$17,500
3600	<u>STAFF DEVELOPMENT</u>			
	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=	\$8,000
3601	<u>MANAGER'S STAFF DEVELOPMENT</u>			
	Estimated based on past experience and potential additional travel needed by Town Manager for development		TOTAL=	\$3,500
4120	<u>MAINTENANCE AND REPAIR EQUIPMENT</u>			
	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	<u>REPAIRS & MAINTENANCE - VEHICLES</u>			
	Repair to vehicles for use by Town Hall employees		TOTAL=	\$3,600
4300	<u>TELEPHONE AND POSTAGE</u>			
	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=	\$14,500
4301	<u>INTERNET ACCESS</u>			
	Cost to maintain access to the internet connectivity to other buildings. (Time Warner - \$1,250 per month)		TOTAL=	\$15,000
4308	<u>WEB PAGE</u>			
	Cost to maintain the Town's Website		TOTAL=	\$10,000
4400	<u>UTILITIES</u>			
	Based on prior year expense that previously was reflected on Facilities Maintenance Budget		TOTAL=	\$25,200
4500	<u>LIABILITY INSURANCE AND UNEMPLOYMENT</u>			
	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 2015 Insurance information:			
	Property & Liability	\$200,000		
	Worker's Compensation (Now split out to departments)	\$0		
	Fire/EMS Property & Liability	\$45,500		
	Flood Insurance	\$4,500		
	Deductible payments (10 claims @ \$2,500 per claim)	\$25,000		
	Total	\$275,000	TOTAL=	\$275,000

LINE ITEM FUNDING PROPOSAL

FY 2016 - 2017

2102	<u>DEPARTMENT SUPPLIES</u>			
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=	\$12,000
5420	<u>CAPITAL OUTLAY TECHNOLOGY</u>			
	Update to computer software, replacement of outdated PC's and printers		TOTAL=	\$50,000
6100	<u>CONTRACTED SERVICES</u>			
	Includes service/maintenance of Town's server hardware and software package upgrades; software license fees for ICS software; fees for Accurant service; copier lease payments, EAP contract service fees, postage meter updates; fees to Brunswick County for vehicle tax collections, rent for solid waste containers for certain municipal facilities, contract with municipal code corporation, copier lease, actuarial study, web master, etc.			
	ICS Software Contract - To maintain old system	\$ 12,000		
	Oak Island Tribune-Monthly Newsletter	\$ 7,000		
	Property Tax Notices-printing and mailing	\$ 6,500		
	Town Hall Copier Leases	\$ 7,800		
	Mail Machine Lease	\$ 1,000		
	Employee Assistance Program	\$ 3,000		
	OPEB & LEO Separation Actuarial Valuations	\$ 5,000		
	Arbitrage Rebate Calculation	\$ 4,500		
	LexisNexis-Accurant	\$ 1,600		
	County DMV Collection Fee	\$ 1,200		
	Fire Sprinkler & Fire Extenquisher Inspections	\$ 500		
	Codification of New Unified Development Ordinance (ORD)	\$ 18,000		
	Municipal Code Updates	\$ 4,000		
	Unanticipated software changes, updates or related costs	\$ 45,000		
		\$ 117,100	TOTAL=	\$117,100
6600	<u>BANK, CREDIT CARD & PAYCHEX FEES</u>			
	Paychex payroll processing - all departments, bank & credit card fees. Estimate of \$2,500 per month based on current year.	\$ 30,000	TOTAL=	\$30,000
7110	<u>DEBT SERVICE - PRINCIPAL</u>			
	Includes debt service principal payments for the following:			
	Town Hall	\$588,000		
	Oak Island Pier	\$90,000		
		\$678,000	TOTAL=	\$678,000
7120	<u>DEBT SERVICE - INTEREST</u>			
	Includes debt service interest payments for the following:			
	Town Hall	\$98,637		
	Oak Island Pier	\$11,853		
		\$110,490	TOTAL=	\$110,490
9100	<u>EXPENDABLE EQUIPMENT</u>			
	Estimated per past experience; replacement or new purchases of file cabinets, general office furniture, printers, computer memory		TOTAL=	\$3,000
9101	<u>EXPENDABLE EQUIPMENT - IT COMPUTER/PRINTER REPLACEMENTS</u>			
	IT assets line to address computer needs during the fiscal year in an effort to continually upgrade the older and more out of date systems. IT staff would be able to evaluate a system that needs to be replaced and determine if the use of that particular system needs the newest technology or if there is another department that needs the newer technology and would benefit more from a new computer, then refurbish that computer and rotate it to the department that has the replacement need. This will get the departments the appropriate technology to meet their needs and make the most of the Town's investment of funds.			
			TOTAL=	\$5,000
9635	<u>TRANSFER TO SOLID WASTE</u>			
	To supplement operations of solid waste to serve the citizens of Oak Island		TOTAL=	\$66,988
9646	<u>TRANSFER TO GOLF COURSE</u>			
	To supplement operations of the golf course operations.		TOTAL=	\$129,240
9646	<u>TRANSFER TO GOLF COURSE</u>			
	To supplement capital requests of the golf course		TOTAL=	\$62,585
9672	<u>TRANSFER TO CAPITAL RESERVE</u>			
	Designated funds for future capital items or payoff of general fund loans		TOTAL=	\$259,982
			TOTAL	\$1,923,285

TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15</u> <u>ACTUAL</u>	<u>FY 15 - 16</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	\$ 1,019,412	\$ 1,106,969	\$ 942,944	-14.8%	\$ 942,944	-14.8%	Town Manager (Vacant)
Operating Expenses	\$ 557,864	\$ 596,800	\$ 566,000	-5.2%	\$ 566,000	-5.2%	Finance Director
Capital Outlay	\$ 61,709	\$ 176,750	\$ 50,000	-71.7%	\$ 50,000	-253.5%	Human Resource Officer
Debt Service	\$ 601,356	\$ 582,411	\$ 788,490	35.4%	\$ 788,490	35.4%	Accounting Analyst
Transfers	\$ 223,292	\$ 201,846	\$ 456,210	126.0%	\$ 456,210	126.0%	Town Clerk
Reserve	\$ 1,968,083	\$ -	\$ 2,112,455	-	\$ -	-	IT Administrator
TOTAL	\$ 4,431,716	\$ 2,664,776	\$ 4,916,099	84.5%	\$ 2,803,644	5.2%	Public Information Officer
							Accounting Technician
							Deputy Tax Collector
							Customer Services Representative
							Administrative Support Specialist
							Office Assistant
PERSONNEL	FULL-TIME 14	PART-TIME 0	TOTAL 14				TOTAL 14

TOWN OF OAK ISLAND
BUDGET SUMMARY - ADMINISTRATION (10-420)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
		\$ 654,942	\$ 654,942	\$ 654,942	\$ 654,942	\$ 81,903	14
TELEPHONE ALLOWANCE @ \$600.00							
		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	4
SUBTOTAL SALARIES FULL TIME AND ALLOWANCE							
		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	-
TOTAL ALL SALARIES							
		\$ 657,342	\$ 657,342	\$ 657,342	\$ 657,342	\$ 125,369	
EFFECTIVE MERIT							
		16,318	\$ 23,021	\$ 23,021	\$ 23,021		
CHRISTMAS BONUS							
		3,600	\$ 3,150	\$ 3,150	\$ 3,150		
TOTAL SALARIES & OVERTIME							
		\$ 677,260	\$ 683,513	\$ 683,513	\$ 683,513		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE							
		111,089	\$ 125,369	\$ 125,369	\$ 125,369		
HRA ALLOWANCE							
		14,350	\$ -	\$ -	\$ -		
FICA & MEDICARE							
		64,066	\$ 52,289	\$ 52,289	\$ 52,289		
EMPLOYMENT							
		3,692	\$ 3,038	\$ 3,038	\$ 3,038		
RETIREMENT							
		56,450	\$ 50,062	\$ 50,062	\$ 50,062		
WORKERS COMPENSATION							
		19,858	\$ 9,824	\$ 9,824	\$ 9,824		
TOTAL FRINGE BENEFIT COSTS							
		\$ 269,505	\$ 259,430	\$ 259,430	\$ 259,430		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 946,765	\$ 942,944	\$ 942,944	\$ 942,944		

TOWN OF OAK ISLAND
FACILITIES MANAGEMENT DEPARTMENT (10-500)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 16 - 17	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>PUBLIC SERVICES - FACILITIES MAINTENANCE</u>								
10-500-0220	SALARIES & WAGES - FULL TIME	46,148	43,638	45,216	43,384	95,337	95,337	95,337
10-500-0240	SALARIES & WAGES - OVER TIME	0	1,500	0	0	1,500	1,500	1,500
10-500-0250	CELL PHONE ALLOWANCE		600	400	600	1,200	1,200	1,200
10-500-0300	FICA EXPENSE	3,705	3,499	3,524	5,044	7,408	7,408	7,408
10-500-0410	GROUP INSURANCE	6,064	6,571	5,059	6,571	12,466	12,466	12,466
10-500-0420	HRA ALLOWANCE	144	350	0	-	-	-	-
10-500-0510	LOCAL RETIREMENT	2,858	3,050	3,083	2,924	6,996	6,996	6,996
10-500-0520	401K SUPP. RETIREMENT	750	903	908	867	1,428	1,428	1,428
10-500-0700	UNEMPLOYMENT	218	217	204	214	217	217	217
10-500-0800	WORKERS COMPENSATION	0	-	0	-	1,033	1,033	1,033
10-500-2100	DEPARTMENTAL SUPPLIES	2,404	3,000	1,872	1,900	3,000	3,000	3,000
10-500-2300	VEHICLE SUPPLIES	2,869	4,500	2,127	1,900	4,500	4,500	4,500
10-500-3600	STAFF DEVELOPMENT	0	1,200	487	200	1,200	1,200	1,200
10-500-3710	UNIFORMS	186	450	372	-	1,240	1,240	1,240
10-500-4110	MAINT & REPAIR FACILITIES	97,209	84,942	71,858	75,000	105,000	105,000	105,000
10-500-4120	MAINT. & REPAIR EQUIPMENT	115	500	0	250	500	500	500
10-500-4130	MAINT & REPAIRS VEHICLES	1,109	1,000	770		2,000	2,000	2,000
10-500-4140	MAINT. BEACH/WATERWAY EXCESS	5,209	14,000	10,557	6,000	25,000	25,000	25,000
10-500-4302	TELEPHONE & POSTAGE	825	2,100	1,972	1,100	2,000	2,000	2,000
10-500-4303	INTERNET ACCESS	803	960	218	960	900	900	900
10-500-4400	UTILITIES	197,300	226,000	144,793	226,000	5,400	5,400	5,400
10-500-5420	CAPITAL OUTLAY - EQUIPMENT		28,823	28,667	28,823	-	-	-
10-500-6100	CONTRACTED SERVICES	109,006	110,212	61,500	110,212	120,000	120,000	120,000
10-500-9100	EXPENDABLE EQUIPMENT	0	2,500	238	2500	2,500	2,500	2,500
10-500	DEPARTMENT TOTAL	476,921	540,514	383,825	514,449	400,826	400,826	400,826

**TOWN OF OAK ISLAND
FACILITIES MANAGEMENT DEPARTMENT (10-500)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2101	<u>DEPARTMENTAL SUPPLIES</u> Shop supplies and materials for general facility department operations.	TOTAL =	\$3,000
2300	<u>VEHICLE SUPPLIES</u> Fuel, oil, etc. estimated per past experience.	TOTAL =	\$4,500
3600	<u>STAFF DEVELOPMENT</u> Estimated per past experience.	TOTAL =	\$1,200
3710	<u>UNIFORMS</u> 2 @ \$620 per person.	TOTAL =	\$1,240
4110	<u>MAINT & REPAIR FACILITIES</u> Repairs to City Hall and Police Department that are not included in department budgets	TOTAL =	\$105,000
4120	<u>MAINT. & REPAIR EQUIPMENT</u> Estimated per past experience.	TOTAL =	\$500
4130	<u>MAINT. & REPAIR VEHICLES</u> Estimated per past experience.	TOTAL =	\$2,000
4140	<u>MAINT. BEACH/WATERWAY ACCESSES</u> Bluewater Point, Crab Dock and older areas needing more repairs	TOTAL =	\$25,000
4302	<u>TELEPHONE & POSTAGE</u> Estimated per past experience.	TOTAL =	\$2,000
4303	<u>INTERNET ACCESS</u> Based on prior year expense, not expected to increase.	TOTAL =	\$900
4400	<u>UTILITIES</u> Estimated per past experience. Utilities costs are included for all Town facilities.	TOTAL =	\$5,400
6100	<u>CONTRACTED SERVICES</u> Includes monthly cleaning of facilities, pest control and other services	TOTAL =	\$120,000
9100	<u>EXPENDABLE EQUIPMENT</u> Items less than \$5,000 with a useful life greater than 1 year	TOTAL =	\$2,500
		TOTAL	<u>\$273,240</u>

**TOWN OF OAK ISLAND
FACILITIES MANAGEMENT DEPARTMENT (10-500)
DEPARTMENT SUMMARY
FY 2016 - 2017**

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	59,886	60,328	127,586	111.5%	127,586	111.5%	Public Works Supervisor 1
Operating Expenses	417,035	451,363	273,240	-39.5%	273,240	-39.5%	Maintenance Worker 1
Capital Outlay	0	28,823	0		0		
Debt Service							
Transfers	0	0	0		-		
TOTAL	476,921	540,514	400,826	-25.8%	400,826	-25.8%	
<u>PERSONNEL</u>	<u>FULL-TIME 2</u>	<u>PART-TIME 0</u>	<u>TOTAL 2</u>				<u>TOTAL</u> 2

TOWN OF OAK ISLAND
FACILITIES MANAGEMENT DEPARTMENT (10-500)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME							
		\$ 90,506	\$ 90,506	\$ 90,506	\$ 90,506	\$ 12,466	2
CELL PHONE ALLOWANCE		\$ 600	\$ 1,200	\$ 1,200	\$ 1,200		
TOTAL BASE SALARIES		\$ 91,106	\$ 91,706	\$ 91,706	\$ 91,706		
EFFECTIVE MERIT		-	\$ 3,181	\$ 3,181	\$ 3,181		
OVERTIME		-	\$ 1,500	\$ 1,500	\$ 1,500		
CHRISTMAS BONUS			\$ 450	\$ 450	\$ 450		
TOTAL ALL SALARIES & OVERTIME		\$ 91,106	\$ 96,837	\$ 96,837	\$ 96,837		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 6,571	\$ 12,466	\$ 12,466	\$ 12,466		
HRA ALLOWANCE	0.00%	\$ 350	-	-	-		
FICA & MEDICARE	7.65%	\$ 3,499	\$ 7,408	\$ 7,408	\$ 7,408		
UNEMPLOYMENT	\$217	\$ 217	\$ 217	\$ 217	\$ 217		
WORKERS COMPENSATION			\$ 1,033	\$ 1,033	\$ 1,033		
LOCAL RETIREMENT	7.35%	\$ 3,050	\$ 6,996	\$ 6,996	\$ 6,996		
401K RETIREMENT	1.50%	\$ 903	\$ 1,428	\$ 1,428	\$ 1,428		
TOTAL FRINGE BENEFIT COSTS		\$ 14,590	\$ 29,548	\$ 29,548	\$ 29,548		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 105,696	\$ 126,386	\$ 126,386	\$ 126,386		

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREV YR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
10-510-0220	SALARIES & WAGES - FULL TIME	1,068,741	1,119,157	891,133	1,119,157	1,207,337	1,207,337	1,207,337
10-510-0240	SALARIES & WAGES - OVERTIME	14,947	20,000	19,282	20,000	30,000	30,000	30,000
10-510-0250	CELL PHONE ALLOWANCE		6,000	3,090	6,000	6,600	6,600	6,600
10-510-0300	FICA EXPENSE	80,761	87,605	68,167	87,605	95,161	95,161	95,161
10-510-0410	GROUP INSURANCE	178,397	176,886	129,242	176,886	199,153	199,153	199,153
10-510-0420	HRA ALLOWANCE		10,850	9,428	10,850	-	-	-
10-510-0510	RETIREMENT EXPENSE	23,089	77,495	66,507	77,495	91,280	91,280	91,280
10-510-0520	SUPP. RETIREMENT - 401K	76,295	52,344	42,627	52,344	55,228	55,228	55,228
10-510-0700	UNEMPLOYMENT	50,440	4,991	4,683	4,991	5,425	5,425	5,425
10-510-0800	WORKERS COMPENSATION	5,056	-	465	-	23,595	23,595	23,595
10-510-2100	INVESTIGATIONS/ DRUG ENFORCEMENT	1,382	2,000	2,070	2,000	10,000	10,000	10,000
10-510-2101	DEPARTMENTAL SUPPLIES	8,669	10,300	8,059	10,300	10,300	10,300	10,300
10-510-2300	AUTO SUPPLIES	80,283	57,168	35,957	57,168	93,000	93,000	93,000
10-510-3300	DUES & SUBSCRIPTIONS	320	445	350	445	445	445	445
10-510-3500	PRINTING	997	1,000	854	1,000	1,000	1,000	1,000
10-510-3502	FORFEITURES/EXPENDABLE EQUIP-STATE		-	-	-	-	-	-
10-510-3505	FORFEITURES/EXPENDABLE EQUIP -FED		-	-	-	-	-	-
10-510-3600	STAFF DEVELOPMENT	2,849	8,000	6,580	8,000	10,000	10,000	10,000
10-510-3710	UNIFORMS	10,045	10,000	5,001	10,000	10,000	10,000	10,000
10-510-4109	MAINT & REPAIR-FACILITIES		41,385	37,844	41,385	-	-	-
10-510-4120	MAINT. & REPAIR EQUIPMENT	986	3,000	2,842	3,000	3,000	3,000	3,000
10-510-4130	MAINT. & REPAIR VEHICLES	9,937	20,000	13,998	20,000	20,000	20,000	20,000
10-510-4300	TELEPHONE & POSTAGE	18,178	19,800	9,419	19,800	14,000	14,000	14,000
10-510-4400	UTILITIES	0	-	-	-	27,500	27,500	27,500
10-510-5430	CAPITAL OUTLAY-VEHICLES	75,948	111,780	78,280	111,780	102,245	102,245	102,245
10-510-6100	CONTRACTED SERVICES	12,816	22,723	12,721	22,723	23,153	23,153	23,153
10-510-7110	DEBT SERVICE-PRINCIPAL	394,606	394,607	394,607	394,607	473,528	473,528	473,528
10-510-7120	DEBT SERVICE-INTEREST	144,485	112,377	112,377	112,377	72,393	72,393	72,393
10-510-9100	EXPENDABLE EQUIPMENT	1,444	1,500	-	1,500	1,500	1,500	1,500
10-510	DEPARTMENT TOTAL	2,260,671	2,371,413	1,955,580	2,371,413	2,585,843	2,585,843	2,585,843

**TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

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.

TOTAL = \$10,000

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. This line item is used for vehicle license, flowers for funerals, subpoenas and unforeseen expenditures

TOTAL = \$10,300

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.

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	\$150	
North Carolina Police Executives Association	\$50	
International Association of Chiefs of Police	\$120	
North Carolina Justice Academy Management Development Program Alumni Association	\$125	
Total	\$445	TOTAL = \$445

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 = \$1,000

3502 FORFEITURES/ASSETS INVENTORY-STATE

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

TOTAL = \$0

3505 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 = \$0

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 local community colleges, on-line courses and the North Carolina Justice Academy when appropriate classes are offered.

TOTAL = \$10,000

3710 UNIFORMS

This line item is used to purchase uniform items for 22 full-time officers. 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 = \$10,000

4109 MAINT. & REPAIR FACILITIES

This line item is used for the maintenance and repair of Police Headquarters

TOTAL = \$0

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

BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

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, (1) undercover surveillance vehicle, (1) multi purpose resource vehicle, (1) motorcycle, (2) 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

4400 UTILITIES

Based on average bill, previously reflected in Facilities Management (10-500)

TOTAL = \$27,500

5430 CAPITAL OUTLAY

Replacement of 2 older vehicles with 2 Dodge Chargers \$23,677, Conversion \$7,780 & Digital Ally DVM-800 Camera (\$35,482 X 2)

\$70,964

To mainstream evidence logging and destruction to create standardized system for logging evidence using a barcode system.

\$5,145

RADAR Units (8 Total) no longer can be approved by State of North Carolina

\$16,136

Used Pickup to transport animals to County Animal Shelter when County personnel not available

\$10,000

\$102,245 TOTAL = \$102,245

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

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

\$600

Coastal Documents Systems (\$200 per month) plus (\$827 maintenance fee)

\$3,500

Traffic radar calibrations (required annually)

\$900

MdE, Inc. yearly support & updates for ADORE FTO records management software

\$495

Physical, drug screen, hepatitis shots and psychological testing for new employees (\$700x2)

\$4,200

Leads Online (On-line investigative service)

\$2,238

Sure-Gen (Generator maintenance)

\$1,000

Hooks System (Computer maintenance and email services)

\$3,500

Phone Maintenance - RONCO

\$1,000

Total \$23,153 TOTAL = \$23,153

7110 DEBT SERVICE-PRINCIPAL

Police Headquarters

TOTAL = \$473,528

7120 DEBT SERVICE-INTEREST

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

TOTAL = \$72,393

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

TOTAL \$872,064

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14-15 ACTUAL</u>	<u>FY 15-16 BUDGET</u>	<u>REQUESTED FY 16-17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16-17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	1,497,726	1,555,328	1,713,779	10.19%	1,713,779	10.19%	Police Chief (Vacant) 1
Operating Expenses	147,905	197,321	223,898	13.47%	223,898	13.47%	Major / Assistant Police Chief 1
Capital Outlay	75,948	111,780	102,245	-9.33%	102,245		Lieutenant 2
Debt Service	539,091	506,984	545,921	7.68%	545,921	7.68%	Patrol Sergeant 4
Transfers							Police Officer 8
							Detective / Master Police Officer 2
							Master Police Officer / MPO 4
							Records Specialist 1
							Admin Support Specialist 1
TOTAL	2,260,671	2,371,413	2,585,843	9.04%	2,585,843	9.04%	TOTAL

PERSONNEL
24

24

TOWN OF OAK ISLAND
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)
PERSONNEL COST DATA FY 2015-2016

NAME	POSITION	Current Salary	CHRISTMAS Pay	On-Call and Extra pay	Requested Salary	Recommended Salary	Approved Salary	Annual Insurance #
SUBTOTAL SALARIES								
		\$ 1,048,496	\$ 45,136	\$ 17,110	\$ 1,144,217	\$ 1,144,217	\$ 1,144,217	\$ 161,652 25
RETIREES HEALTH INSURANCE								
		\$ -	\$ -	\$ -	\$ 20,641	\$ 20,641	\$ 20,641	\$ 37,501
TOTAL BASE SALARIES								
		\$ 1,048,496	\$ 45,136	\$ 17,110	\$ 1,164,858	\$ 1,164,858	\$ 1,164,858	\$ 199,153
CHRISTMAS PAY (12 days X 16 Officers)								
CELLPHONE ALLOWANCE		\$ -						
OVERTIME		\$ 6,600		\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	
EFFECTIVE MERIT		\$ 20,000		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	
CHRISTMAS BONUS		\$ -		\$ 36,855	\$ 36,855	\$ 36,855	\$ 36,855	
	\$225	\$ -		\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	
TOTAL ALL SALARIES & OVERTIME								
		\$ 1,075,096	\$ 45,136	\$ 17,110	\$ 1,243,937	\$ 1,243,937	\$ 1,243,937	
FRINGE BENEFIT COSTS								
ANNUAL INSURANCE		\$ 178,397		\$ 199,153	\$ 199,153	\$ 199,153	\$ 199,153	
HRA ALLOWANCE est. 35.00%		\$ 23,089		\$ -	\$ -	\$ -	\$ -	
FICA AND MEDICARE		\$ 80,761		\$ 95,161	\$ 95,161	\$ 95,161	\$ 95,161	
CIVIL RETIREMENT LEO	7.65%	\$ 76,295		\$ 88,365	\$ 88,365	\$ 88,365	\$ 88,365	
CIVIL RETIREMENT LGEF	8.00%			\$ 2,914	\$ 2,914	\$ 2,914	\$ 2,914	
UNEMPLOYMENT	7.35%			\$ 5,425	\$ 5,425	\$ 5,425	\$ 5,425	
WORKERS COMPENSATION	\$217	\$ 5,056		\$ 23,595	\$ 23,595	\$ 23,595	\$ 23,595	
401K RETIREMENT LEO	5.00%	\$ 50,440		\$ 55,228	\$ 55,228	\$ 55,228	\$ 55,228	
TOTAL FRINGE BENEFIT COSTS								
		\$ 414,038	\$ -	\$ -	\$ 469,842	\$ 469,842	\$ 469,842	
GRAND TOTAL PERSONNEL BUDGET								
		\$ 1,489,134	\$ 45,136	\$ 17,110	\$ 1,713,779	\$ 1,713,779	\$ 1,713,779	

**TOWN OF OAK ISLAND
BUDGET SUMMARY ANIMAL CONTROL (10-512)
FY 2016 - 2017**

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 2014-15	CURRENT BUDGET FY 2015-16	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 2016-17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/2016					
<u>ADMINISTRATION - ANIMAL CONTROL</u>									
10-512-4500	CONTRACTED SERVICES	156,332	55,000	48,808		62,183	55,100	55,100	55,100
10-512	DEPARTMENT TOTAL	156,332	55,000	48,808		62,183	55,100	55,100	55,100

Brunswick County assumed Animal Control in August, 2015.

TOWN OF OAK ISLAND
BUDGET SUMMARY ANIMAL CONTROL (10-512)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

4500	CONTRACTED SERVICES		
	<u>Contracted Amount to Brunswick County for Animal Control (\$13,775 per quarter)</u>	<u>TOTAL =</u>	<u>\$55,100</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
FIRE DEPARTMENT								
10-530-0220	SALARIES & WAGES - FULL TIME	1,037,668	1,007,878	839,486	1,030,000	1,017,540	1,017,540	1,017,540
10-530-0230	SALARIES & WAGES - PART TIME	0	62,998	13,343	12,500	63,970	63,970	63,970
10-530-0240	SALARIES & WAGES - OVERTIME	80,519	110,000	113,077	110,000	58,684	58,684	58,684
10-530-0245	CELL PHONE ALLOWANCE	0	3,000	1,650	3,000	4,200	4,200	4,200
10-530-0250	VOLUNTEER INCENTIVE	0	7,500	1,400	2,000	7,500	7,500	7,500
10-530-0300	FICA	82,957	91,140	75,087	82,677	88,120	88,120	88,120
10-530-0410	GROUP INSURANCE	168,881	174,764	133,250	174,764	145,080	145,080	145,080
10-530-0420	HRA ALLOWANCE	20,644	10,850	10,419	10,419	-	-	-
10-530-0510	RETIREMENT/PENSION	0	79,827	63,359	74,686	83,804	83,804	83,804
10-530-0520	401K RETIREMENT	41,981	23,828	12,917	19,199	17,278	17,278	17,278
10-530-0700	UNEMPLOYMENT	0	5,404	5,071	6,206	5,414	5,414	5,414
10-530-0800	WORKERS COMPENSATION			98	98	24,874	24,874	24,874
10-530-0800	WELLNESS PROGRAM	0	750	-	750	1,000	1,000	1,000
10-530-2100	DEPARTMENTAL SUPPLIES	18,977	30,000	26,059	25,000	40,000	40,000	40,000
10-530-2101	HEAVY RESCUE SUPPLIES	0	7,000	480	7,000	10,000	10,000	10,000
10-530-2102	MEDICAL SUPPLIES	20,850	15,000	8,236	25,000	17,500	17,500	17,500
10-530-2200	OFFICE SUPPLIES	514	1,000	616	1,000	1,000	1,000	1,000
10-530-2300	VEHICLES SUPPLIES	16,248	10,496	3,722	20,000	25,000	25,000	25,000
10-530-2400	COMMUNITY ACTIVITIES	11,410	12,500	11,250	12,000	13,500	13,500	13,500
10-530-3300	DUES & SUBSCRIPTIONS	15,994	20,000	18,582	17,000	20,000	20,000	20,000
10-530-3600	STAFF DEVELOPMENT	25,241	25,000	12,065	30,000	25,000	25,000	25,000
10-530-3710	UNIFORMS	6,379	10,000	7,174	8,000	12,500	12,500	12,500
10-530-4109	MAINT. OF BLDGS & GROUNDS	113	23,500	22,726	20,500	45,000	45,000	45,000
10-530-4120	MAINT. & REPAIR EQUIPMENT	10,853	11,500	4,608	10,000	12,000	12,000	12,000
10-530-4130	MAINT. & REPAIR VEHICLES	37,317	53,836	40,504	30,000	45,000	45,000	45,000
10-530-4304	TELEPHONE & POSTAGE	9,749	8,500	4,049	8,000	10,000	10,000	10,000
10-530-4305	INTERNET ACCESS	3,012	3,000	3,069	2,750	4,000	4,000	4,000
10-530-4400	UTILITIES	0	-	-	-	30,940	30,940	30,940
10-530-5430	CAPITAL OUTLAY	28,756	846,668	846,668	846,668	52,092	52,092	52,092
10-530-6100	CONTRACTED SERVICES	47,917	45,000	46,721	40,000	60,000	60,000	60,000
10-530-6101	CONT SVC OKI WATER RESCUE	22,500	22,500	22,500	22,500	22,500	22,500	22,500
10-530-7110	DEBT SERVICE-PRINCIPAL	871,181	557,743	1,188,643	1,188,643	572,100	572,100	572,100
10-530-7120	DEBT SERVICE-INTEREST	201,587	146,075	138,113	138,113	64,361	64,361	64,361
10-530-9102	EXPENDABLE EQUIPMENT	25,451	29,000	21,870	29,000	25,000	25,000	25,000
10-530-9672	TRANSFER TO CAPITAL RESERVE	86,725	-	-	-	-	-	-
10-530	DEPARTMENT TOTAL	2,893,423	3,456,257	3,696,812	4,007,473	2,624,957	2,624,957	2,624,957

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100	<u>WELLNESS PROGRAM</u> This line item is for the department wellness program. It will include Annual Fit Test and Annual Physicals for ALL Staff (paid and volunteer). It will also support functions such as football and softball. These are Town-sponsored events.	TOTAL =	\$1,000
2101	<u>DEPARTMENTAL SUPPLIES</u> Miscellaneous supplies needed for the day-to-day operation of Station 1 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.	TOTAL =	\$40,000
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
2103	<u>MEDICAL SUPPLIES</u> Medical supplies for all EMS calls. We currently respond at a EMT-I level of care and we have 4 trucks certified at that level (2 Ambulances & 2 Fire Trucks). By July 1st, 2015 we should be responding at the EMT-P Level in 2 Fire Engines with 1 Basic Level Ambulance as a back-up Unit. 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 etc... <u>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.</u>	TOTAL =	\$17,500
2200	<u>OFFICE SUPPLIES</u> Estimated per past experience; included are copy paper, pens, pencils, notebooks, and other essential general office materials for the effective and efficient operation of the department.	TOTAL =	\$1,000
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
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 item also includes the Fourth of July Fireworks Display and the cost of Car Seat Safety Check Program including supplies, training and certification & re-certification costs.	TOTAL =	\$13,500
3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, certification renewals and subscriptions to professional journals, etc. Also includes NC Pension Fund, VFIS Accident/sickness Policy, a Group Term Life Policy, membership into the NCAR&EMS Brotherhood, and membership in the NC Fraternal Firefighters Life Insurance Plan. These offerings are for ALL Fire and EMS personnel.	TOTAL =	\$20,000
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). Also included in this line item is the Training Grounds Development.	TOTAL =	\$25,000
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

BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

4109 MAINTENANCE OF BUILDINGS & GROUNDS

This line item will reflect the costs associated with maintenance and repair to Stations 1, 2 and 3. Included are general repair and maintenance costs. Also included is minor upgrades such as carpeting, New Gutters, Washer/Dryer and other general updates and repairs at the Shannon Fire Station.

TOTAL = \$45,000

4120 MAINTENANCE & REPAIR EQUIPMENT

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 = \$12,000

4130 MAINTENANCE & REPAIR VEHICLES

Includes maintaining and repairing three (3) fire engines, three (3) ladder trucks, two (2) ambulances, and four (4) support vehicles. Also included are essential yearly manufacturers maintenance on all Fire apparatus. This line item will increase from the previous years estimated expenditures due to an aging vehicle fleet and account for the unexpected maintenance encountered.

TOTAL = \$45,000

4304 TELEPHONE & POSTAGE

Estimated per past experience. This line item includes station telephone lines (Station 1, 2, 3 buildings), long distance service, cellular telephone reimbursement for key personnel, wireless access cards for both Chief's, 2 Fire Trucks and 1 Ambulance. This line items also includes postage.

TOTAL = \$10,000

4305 INTERNET ACCESS

Computer internet access service from Time Warner Cable. (Station 1, 2 & 3)

TOTAL = \$4,000

4400 UTILITIES

Based on average monthly bill. Reflected on (10-500 Facilities Management in prior years

TOTAL = \$30,940

5430 CAPITAL OUTLAY

(3) Thermal Imaging Cameras (\$8,000 x 3) \$24,000.

Ronco Phone System for 3 fire stations (\$9,364 x 3) \$28,092

TOTAL = \$52,092

6100 CONTRACTED SERVICES

This line item includes 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 and the Recreation Center. Also included in this line item is annual elevator service & floor buffing/waxing that was previously paid for by facilities maintenance.

TOTAL = \$60,000

6101 CONTRACTED SVS - OKI WATER RESCUE

This line item is for the financial support given from the Town of Oak Island to Oak Island Rescue.

TOTAL = \$22,500

7110 DEBT SERVICE-PRINCIPAL

Yaupon Beach Fire Station, South Harbour Fire Station

TOTAL = \$572,100

7120 DEBT SERVICE-INTEREST

Yaupon Beach Fire Station, South Harbour Fire Station

TOTAL = \$64,361

9102 EXPENDABLE EQUIPMENT

Turnout gear as required by OSHA and NFPA. This turnout gear is purchased annually on a rotation schedule. Also included in this line item are pagers

TOTAL = \$25,000

Summary \$1,108,493

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**TOWN OF OAK ISLAND
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)
FY 2016 - 2017**

NAME	POSITION	Current Salary	CHRISTMAS Pay	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULL TIME								
		\$ 937,972	\$ 46,598	\$ 984,570	\$ 984,570	\$ 984,570	\$ 145,080	22
SUBTOTAL SALARIES PART TIME								
		\$ 63,970	\$ -	\$ 63,970	\$ 63,970	\$ 63,970	\$ -	10
TELEPHONE ALLOWANCE		\$ 4,200	\$ -	\$ 4,200	\$ 4,200	\$ 4,200		
VOLUNTEER INCENTIVE PAY		\$ 7,500	\$ -	\$ 7,500	\$ 7,500	\$ 7,500		
SUBTOTAL SALARIES-TEMPORARY PART-TIME								
		\$ 11,700	\$ -	\$ 11,700	\$ 11,700	\$ 11,700		
TOTAL BASE SALARIES								
		\$ 1,013,642	\$ 46,598	\$ 1,060,240	\$ 1,060,240	\$ 1,060,240		
EFFECTIVE MERIT		\$ 19,755	\$ -	\$ 32,970	\$ 32,970	\$ 32,970		
OVERTIME		\$ 62,998	\$ -	\$ 58,684	\$ 58,684	\$ 58,684		
TOTAL ALL SALARIES & OVERTIME								
		\$ 1,096,395	\$ 46,598	\$ 1,151,894	\$ 1,151,894	\$ 1,151,894		
FRINGE BENEFIT COSTS								
ANNUAL INSURANCE		\$ 174,764	\$ -	\$ 145,080	\$ 145,080	\$ 145,080		
HRA ALLOWANCE		\$ 10,850	\$ -	\$ -	\$ -	\$ -		
FICA	0.00%	\$ 91,140	\$ -	\$ 88,120	\$ 88,120	\$ 88,120		
UNEMPLOYMENT	7.65%	\$ 5,404	\$ -	\$ 5,414	\$ 5,414	\$ 5,414		
WORKERS COMPENSATION	\$217	\$ -	\$ -	\$ 24,874	\$ 24,874	\$ 24,874		
LOCAL GOVERNMENT RET	7.35%	\$ 79,827	\$ -	\$ 83,804	\$ 83,804	\$ 83,804		
401K RETIREMENT	1.50%	\$ 23,828	\$ -	\$ 17,278	\$ 17,278	\$ 17,278		
TOTAL FRINGE BENEFIT COSTS								
		\$ 385,813	\$ -	\$ 364,570	\$ 364,570	\$ 364,570		
GRAND TOTAL PERSONNEL BUDGET								
		\$ 1,482,208	\$ 46,598	\$ 1,516,464	\$ 1,516,464	\$ 1,516,464		

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED FY 15 - 16 EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
COMMUNITY DEVELOPMENT DEPARTMENT									
10-540-0220	SALARIES & WAGES - FULL TIME	309,610	376,774	283,838		376,774	432,738	432,738	432,738
10-540-0240	SALARIES & WAGES - OVERTIME	2,225	2,500	5,155		4,500	4,500	4,500	4,500
10-540-0250	CELL PHONE ALLOWANCE	0	2,400	1,900		2,400	2,400	2,400	2,400
10-540-0300	FICA EXPENSE	22,220	29,122	20,871		24,208	33,632	33,632	33,632
10-540-0410	GROUP INSURANCE	53,227	74,055	45,881		68,477	65,193	65,193	65,193
10-540-0420	HRA ALLOWANCE	9,279	7,600	7,957		9,800	0	0	0
10-540-0510	LOCAL RETIREMENT	0	25,571	19,636		24,620	32,137	32,137	32,137
10-540-0520	401K SUPP. RETIREMENT	4,152	7,565	3,454		4,000	6,559	6,559	6,559
10-540-0700	UNEMPLOYMENT	0	1,736	1,629		1,498	1,953	1,953	1,953
10-540-0800	WORKERS COMPENSATION						9,332	9,332	9,332
10-540-0900	PENSION EXPENSE	607	0			0	0	0	0
10-540-2100	DEPARTMENTAL SUPPLIES	2,937	3,250	1,598		3,000	3,250	3,250	3,250
10-540-2102	ADVISORY BOARD EXPENSES	128	1,500	0		250	1,500	1,500	1,500
10-540-2300	VEHICLE SUPPLIES	4,458	7,500	2,301		7,500	7,500	7,500	7,500
10-540-3105	CONSULTING - PLANNING SERVICES	27,015	116,780	68,423		75,000	46,150	46,150	46,150
10-540-3300	DUES & SUBSCRIPTIONS	380	500	20		500	500	500	500
10-540-3500	PRINTING	0	1,000	993		1,000	1,000	1,000	1,000
10-540-3600	STAFF DEVELOPMENT	1,846	6,000	758		4,500	6,000	6,000	6,000
10-540-3710	UNIFORMS	692	1,250	249		1,000	1,250	1,250	1,250
10-540-4120	MAINT. & REPAIR EQUIPMENT	0	500	128		500	500	500	500
10-540-4130	MAINT. & REPAIR VEHICLES	329	4,000	535		4,000	4,000	4,000	4,000
10-540-4300	TELEPHONE & POSTAGE	6,817	8,500	2,525		8,500	8,500	8,500	8,500
10-540-4800	HOMEOWNERS RECOVERY FUND	1,359	1,350	1,377		1,350	1,350	1,350	1,350
10-540-5420	CAPITAL OUTLAY	0	0	0		0	25,000	25,000	25,000
10-540-6100	CONTRACTED SERVICES	5,387	9,000	9,532		9,000	9,000	9,000	9,000
10-540	DEPARTMENT TOTAL	452,668	688,453	478,759		632,377	703,945	703,945	703,945

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	Based on past cost	TOTAL =	\$3,250
2102	<u>ADVISORY BOARD EXPENSES</u>		
	Board member supplies, name plates, training.	TOTAL =	\$1,500
2300	<u>VEHICLE SUPPLIES</u>		
	Gas, oil, repairs on existing fleet.	TOTAL =	\$7,500
3105	<u>CONSULTING - PLANNING SERVICES</u>		
	Holland Consulting - Town Planning Services (Uniform Development Ordinance)	TOTAL =	\$46,150
3300	<u>DUES & SUBSCRIPTIONS</u>		
	Certificates	150	
	Associations	200	
	Planning Zoning Flood	150	
	Total	500	TOTAL = \$500
3500	<u>PRINTING</u>		
	Outside printing. Brochures, CRS	TOTAL =	\$1,000
3600	<u>STAFF DEVELOPMENT</u>		
	Training is required for the building inspectors to maintain their certifications. One inspector obtaining additional levels of certification. Schools and training for Zoning, CAMA, FEMA, and Corp as needed. Credits are needed to maintain certifications by job classification.	TOTAL =	\$6,000
3710	<u>UNIFORMS</u>		
	To purchase uniforms (shirts, coats,etc.) safety shoes, hard hats, and safety equipment.	TOTAL =	\$1,250
4120	<u>MAINT. & REPAIR EQUIPMENT</u>		
	Repair of miscellaneous equipment	TOTAL =	\$500
4130	<u>MAINT. & REPAIR VEHICLES</u>		
	General repairs to fleet of vehicles	TOTAL =	\$4,000
4300	<u>TELEPHONE & POSTAGE</u>		
	Based on past cost	TOTAL =	\$8,500
4800	<u>HOMEOWNERS RECOVERY FUND</u>		
	Fund set by NC State charged on all single-family homes, permitted in the state.	TOTAL =	\$1,350
5420	<u>CAPITAL OUTLAY</u>		
	Truck for new Zoning Position \$23,500 and computer for zoning position \$1,500	TOTAL =	\$25,000
6100	<u>CONTRACTED SERVICES</u>		
	Printer lease \$3,168; copier maintenance service contract \$1100	TOTAL =	\$9,000
		TOTAL	\$115,500

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)
DEPARTMENT SUMMARY
FY 2016 - 2017

COMMUNITY DEVELOPMENT DEPARTMENT

<u>EXPENDITURES</u>	<u>FY 14 - 15</u> <u>ACTUAL</u>	<u>FY 15 - 16</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	401,319	527,323	588,445	11.59%	588,445	11.59%	Building Codes Administrator 1
Operating Expenses	51,348	161,130	90,500	-43.83%	90,500	-43.83%	Planning and Zoning Administrator 1
Capital Outlay	0	-	25,000		25,000		Sr Code Enforcement Officer 1
Debt Service							Code Enforcement Officer 3
Transfers							Permit Specialist 2
							Zoning Inspector 1
TOTAL	452,668	688,453	703,945	2.25%	703,945	2.25%	
<u>PERSONNEL</u>	<u>9</u>	<u>0</u>	<u>TOTAL</u>	<u>9</u>			<u>TOTAL</u> 9

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

NAME	POSITION	Current Salary	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
		\$ 384,019	\$ 416,088	\$ 416,088	\$ 416,088	\$ 65,193	9
CELL PHONE ALLOWANCE		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400		
OVERTIME		\$ 2,500	\$ 4,500	\$ 4,500	\$ 4,500		
EFFECTIVE MERIT			\$ 14,625	\$ 14,625	\$ 14,625		
COLA	0.00%		\$ -	\$ -	\$ -		
CHRISTMAS BONUS	\$225		\$ 2,025	\$ 2,025	\$ 2,025		
TOTAL ALL SALARIES & OVERTIME							
		\$ 388,919	\$ 439,638	\$ 439,638	\$ 439,638		
FRINGE BENEFIT COSTS							
GROUP INSURANCE		\$ 53,227	\$ 65,193	\$ 65,193	\$ 65,193		
HRA ALLOWANCE usage)		\$ 9,279	\$ -	\$ -	\$ -		
FICA & MEDICARE	7.65%	\$ 29,122	\$ 33,632	\$ 33,632	\$ 33,632		
UNEMPLOYMENT	\$217.00	\$ 1,736	\$ 1,953	\$ 1,953	\$ 1,953		
LOCAL RETIREMENT	7.35%	\$ 25,571	\$ 32,137	\$ 32,137	\$ 32,137		
401K RETIREMENT	1.50%	\$ 7,565	\$ 6,559	\$ 6,559	\$ 6,559		
WORKERS COMPENSATION		\$ -	\$ 9,332	\$ 9,332	\$ 9,332		
TOTAL FRINGE BENEFIT COSTS							
		\$ 126,500	\$ 148,806	\$ 148,806	\$ 148,806		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 515,419	\$ 588,445	\$ 588,445	\$ 588,445		

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
10-545-0220	SALARIES & WAGES - FULL TIME	100,697	107,252	70,485	107,252	67,441	67,441	67,441
10-545-0250	CELL PHONE ALLOWANCE		600	300	600	600	600	600
10-545-0300	FICA EXPENSE	8,122	8,251	5,310	9,250	5,205	5,205	5,205
10-545-0410	GROUP INSURANCE	18,240	11,687	14,202	21,355	21,102	21,102	21,102
10-545-0420	GROUP INSURANCE-HRA ALLOWANCE	1,293	2,300	2,486	3,500	0	-	-
10-545-0510	LOCAL RETIREMENT	0	7,250	4,767	9,422	4,957	4,957	4,957
10-545-0520	401K SUPP. RETIREMENT	0	2,144	0	1,750	1,012	1,012	1,012
10-545-0700	UNEMPLOYMENT	0	434	407	428	434	434	434
10-545-0800	WORKERS COMPENSATION	0	0	0	0	2,997	2,997	2,997
10-545-2100	DEPARTMENTAL SUPPLIES	765	1,250	1,026	1,000	3,250	3,250	3,250
10-545-2300	AUTO SUPPLIES	219	1,500	1,332	1,250	1,500	1,500	1,500
10-545-3600	STAFF DEVELOPMENT	15	1,500	1,348	1,000	1,500	1,500	1,500
10-545-3710	UNIFORMS	299	450	445	350	300	300	300
10-545-3720	OSHA COMPLIANCE ITEMS	892	1,850	55	892	3,000	3,000	3,000
10-545-4130	MAINT. & REPAIR VEHICLES	0	1,000	671	500	500	500	500
10-545-4140	MAINT FUEL SYSTEM/TANKS	993	2,500	1,275	2,500	2,500	2,500	2,500
10-545-4300	TELEPHONE & POSTAGE	2,583	2,000	824	2,000	2,000	2,000	2,000
10-545-6100	CONTRACTED SERVICES	100	0		50	0	-	-
10-545	DEPARTMENT TOTAL	134,217	151,968	104,933	163,099	118,298	118,298	118,298

**TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100 DEPARTMENTAL SUPPLIES

Includes general garage supplies such as nuts, bolts, wire, welding supplies, grease, oil, bulbs, fuses, etc. for supporting the town vehicle/equipment fleet. (FOR ALL DEPARTMENTS) TOTAL = **\$3,250**

2300 VEHICLE SUPPLIES

Fuel, oil, etc. estimated per past experience. TOTAL = **\$1,500**

3600 STAFF DEVELOPMENT

Stay current with the changes in environmental changes, technology, regulations, and auto safety. TOTAL = **\$1,500**

3710 UNIFORMS

Estimate per past experience for two (2) department personnel. TOTAL = **\$300**

3720 OSHA COMPLIANCE ITEMS

Items needed during the year for safety issues. TOTAL = **\$3,000**

4130 MAINTENANCE & REPAIR VEHICLES

Estimated per past experience. TOTAL = **\$500**

4140 MAINTENANCE FUEL SYSTEM TANKS

Estimated per past experience. TOTAL = **\$2,500**

4300 TELEPHONE & POSTAGE

Estimated per past experience TOTAL = **\$2,000**

TOTAL **\$14,550**

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

FY 2016 - 2017

PUBLIC SERVICES - PUBLIC WORKS - ADMINISTRATION

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED FY 16 - 17 % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	128,351	139,918	103,748	-25.85%	103,747.88	-25.85%	Director of Public Works 1
Operating Expenses	5,866	12,050	14,550	20.75%	14,550	20.75%	Admin Support Specialist 1
Capital Outlay	0	0	0		-		
Transfers	0	0	0		-		
TOTAL	134,217	151,968	118,298	-22.16%	118,298	-22.16%	

44 PERSONNEL FULL-TIME 2 PART-TIME 2 TOTAL 2

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
		\$ 64,716	\$ 64,716	\$ 64,716	\$ 64,716	\$ 21,102	2
Telephone Allowance		\$ 600	\$ 600	\$ 600	\$ 600		
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ 600	\$ 600	\$ 600	\$ 600		
TOTAL BASE SALARIES							
		\$ 65,316	\$ 65,316	\$ 65,316	\$ 65,316		
EFFECTIVE MERIT		-	2,275	2,275	2,275		
COLA	0.00%	-	-	-	-		
CHRISTMAS BONUS	\$225		450	450	450		
TOTAL ALL SALARIES & OVERTIME							
		\$ 65,316	\$ 68,041	\$ 68,041	\$ 68,041		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 11,687	\$ 21,102	\$ 21,102	\$ 21,102		
HRA ALLOWANCE		\$ 2,300	-	-	-		
FICA & MEDICARE	7.65%	\$ 8,251	\$ 5,205	\$ 5,205	\$ 5,205		
UNEMPLOYMENT	\$217	\$ 434	\$ 434	\$ 434	\$ 434		
LOCAL RETIREMENT	7.35%	\$ 7,250	\$ 4,957	\$ 4,957	\$ 4,957		
401K RETIREMENT	1.50%	\$ 2,144	\$ 1,012	\$ 1,012	\$ 1,012		
WORKERS COMPENSATION		-	\$ 2,997	\$ 2,997	\$ 2,997		
TOTAL FRINGE BENEFIT COSTS							
		\$ 32,066	\$ 35,707	\$ 35,707	\$ 35,707		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 97,382	\$ 103,748	\$ 103,748	\$ 103,748		

NOTE: THE DIRECTOR OF PUBLIC WORKS SALARY IS SPLIT 1/3 BETWEEN THE PW ADMIN 10-545)
WATER (30) AND WASTEWATER (31) DEPARTMENTS.

TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 16 - 17	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
PUBLIC SERVICES - FLEET MAINTENANCE									
10-550-0220	SALARIES & WAGES - FULL TIME	83,012	85,124	68,782		85,124	90,501	90,501	90,501
10-550-0240	SALARIES & WAGES - OVER TIME	0	200	252		200	2,000	2,000	2,000
10-550-0250	CELL PHONE ALLOWANCE	0	600	400		600	1,200	1,200	1,200
10-550-0300	FICA EXPENSE	5,967	6,573	5,051		6,573	6,923	6,923	6,923
10-550-0410	GROUP INSURANCE	15,583	17,221	11,928		17,221	12,587	12,587	12,587
10-550-0420	HRA ALLOWANCE	2,865	1,050	1,340		1,050	-	-	-
10-550-0510	LOCAL RETIREMENT	6,216	5,768	4,687		5,768	6,564	6,564	6,564
10-550-0520	401K SUPP. RETIREMENT	1,250	1,706	1,050		1,706	1,340	1,340	1,340
10-550-0700	UNEMPLOYMENT	0	434	407		434	434	434	434
10-550-0800	WORKERS COMPENSATION	0	0	0		-	1,891	1,891	1,891
10-550-2100	DEPARTMENTAL SUPPLIES	8,386	10,500	4,799		10,500	10,500	10,500	10,500
10-550-2301	VEHICLE SUPPLIES - OIL, GREASE ETC.	3,618	6,000	5,310		6,000	6,000	6,000	6,000
10-550-2300	VEHICLE SUPPLIES	6,505	7,000	5,778		7,000	7,000	7,000	7,000
10-550-3600	STAFF DEVELOPMENT	7	1,000	0		1,000	1,000	1,000	1,000
10-550-3710	UNIFORMS	510	1,080	835		1,080	1,080	1,080	1,080
10-550-4120	MAINT. & REPAIR EQUIPMENT	605	2,000	973		2,000	2,000	2,000	2,000
10-550-4130	MAINT. & REPAIR VEHICLES	1,140	3,000	366		3,000	3,000	3,000	3,000
10-550-4300	TELEPHONE & POSTAGE	2,557	1,500	1,025		1,500	1,500	1,500	1,500
10-550-6100	CONTRACTED SERVICES	495	2,000	625		2,000	2,000	2,000	2,000
10-550-9100	EXPENDABLE EQUIPMENT	1,800	3,000	699		3,000	3,000	3,000	3,000
10-550	DEPARTMENT TOTAL	140,516	155,756	114,308		155,756	160,520	160,520	160,520

**TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100 DEPARTMENTAL SUPPLIES

Includes general garage supplies such as nuts, bolts, wire, welding supplies, grease, oil, bulbs, fuses, etc. for supporting the town vehicle/equipment fleet. (FOR ALL DEPARTMENTS) TOTAL = **\$10,500**

2300 VEHICLE SUPPLIES

Fuel, oil, etc. estimated per past experience. TOTAL = **\$6,000**

2301 AUTO SUPPLIES - OIL, GREASE, & HYDRAULIC FLUID

Oil and transmission fluids for all departments. 55 gallon drum prices. TOTAL = **\$7,000**

3600 STAFF DEVELOPMENT

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

3710 UNIFORMS

Estimate per past experience for two (2) department personnel. TOTAL = **\$1,080**

4120 MAINTENANCE & REPAIR EQUIPMENT

Estimated per past experience. TOTAL = **\$2,000**

4130 MAINTENANCE & REPAIR VEHICLES

Estimated per past experience. TOTAL = **\$3,000**

4300 TELEPHONE & POSTAGE

Estimated per past experience TOTAL = **\$1,500**

6100 CONTRACTED SERVICES/LABOR

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 = **\$2,000**

9100 EXPENDABLE EQUIPMENT

Contingency for tools, vehicle maintenance equipment, etc. state inspections software update. TOTAL = **\$3,000**

Summary **\$37,080**

PUBLIC SERVICES - FLEET MAINTENANCE

<u>EXPENDITURES</u>	<u>FY 13 - 14</u> <u>ACTUAL</u>	<u>FY 14 - 15</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 15 - 16</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 15 - 16</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	114,893	118,676	123,440	4.01%	123,440	4.01%	Sr.Equipment Mechanic 1
Operating Expenses	25,623	37,080	37,080	0.00%	37,080	0.00%	Equipment Mechanic 1
Capital Outlay	0	0	0		0		
Transfers	0	0	0		-		
TOTAL	140,516	155,756	160,519	3.06%	160,520	3.06%	TOTAL 2

TOWN OF OAK ISLAND
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insurnace	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
		\$ 83,902	\$ 83,902	\$ 83,902	\$ 83,902	\$ 12,587	2
CELLPHONE ALLOWANCE		\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200		
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200		
TOTAL BASE SALARIES							
		\$ 85,102	\$ 85,102	\$ 85,102	\$ 85,102		
EFFECTIVE MERIT							
COLA		\$ -	\$ 2,949	\$ 2,949	\$ 2,949		
OVERTIME	0.00%	\$ -	\$ -	\$ -	\$ -		
CHRISTMAS BONUS	\$225	\$ 450	\$ 450	\$ 450	\$ 450		
TOTAL ALL SALARIES & OVERTIME							
		\$ 85,552	\$ 90,501	\$ 90,501	\$ 90,501		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 17,221	\$ 12,587	\$ 12,587	\$ 12,587		
HRA ALLOWANCE		\$ 1,050	\$ -	\$ -	\$ -		
FICA (7.65%)	7.65%	\$ 6,573	\$ 6,923	\$ 6,923	\$ 6,923		
UNEMPLOYMENT	\$217	\$ 434	\$ 434	\$ 434	\$ 434		
LOCAL RETIREMENT	7.35%	\$ 5,768	\$ 6,564	\$ 6,564	\$ 6,564		
401K RETIREMENT	1.50%	\$ 1,706	\$ 1,340	\$ 1,340	\$ 1,340		
WORKERS COMPENSATION		\$ -	\$ 1,891	\$ 1,891	\$ 1,891		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 118,304	\$ 120,240	\$ 120,240	\$ 120,240		

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16	6/30/16 YE EXPENSE				
10-570-0220	SALARIES & WAGES - FULL TIME	237,039	225,389	135,071	176,332	200,859	200,859	200,859	200,859
10-570-0240	SALARIES & WAGES - OVER TIME	2,293	6,000	5,568	750	5,000	5,000	5,000	5,000
10-570-0250	CELL PHONE ALLOWANCE	0	600	200	600	600	600	600	600
10-570-0300	FICA EXPENSE	18,556	17,747	10,709	13,566	15,748	15,748	15,748	15,748
10-570-0410	GROUP INSURANCE	52,690	26,302	31,577	32,981	38,728	38,728	38,728	38,728
10-570-0420	HRA ALLOWANCE	6,002	3,500	2,030	3,500	0	0	0	0
10-570-0510	LOCAL RETIREMENT	16,950	15,434	9,534	13,796	15,087	15,087	15,087	15,087
10-570-0520	401K SUPP. RETIREMENT	3,818	4,628	2,091	10,838	3,079	3,079	3,079	3,079
10-570-0700	UNEMPLOYMENT	1,299	1,302	1,222	1,302	1,302	1,302	1,302	1,302
10-570-0800	WORKERS COMPENSATION	0	0	0	0	4,232	4,232	4,232	4,232
10-570-2100	DEPARTMENTAL SUPPLIES	7,395	8,500	8,231	7,500	8,000	8,000	8,000	8,000
10-570-2101	MOSQUITO CONTROL	5,895	15,000	7,621	15,000	20,000	20,000	20,000	20,000
10-570-2300	VEHICLE SUPPLIES	25,338	32,000	14,829	28,000	32,000	32,000	32,000	32,000
10-570-3600	STAFF DEVELOPMENT	388	2,000	1,814	1,500	4,000	4,000	4,000	4,000
10-570-3710	UNIFORMS	1,807	4,220	1,946	4,000	3,240	3,240	3,240	3,240
10-570-4110	MAINT & REPAIR FACILITIES	672	750	554	750	0	-	-	-
10-570-4120	MAINT & REPAIR EQUIPMENT	19,197	19,250	8,181	19,250	20,000	20,000	20,000	20,000
10-570-4130	MAINT & REPAIR VEHICLES	7,548	20,000	11,591	20,000	20,000	20,000	20,000	20,000
10-570-4140	MAINT & REPAIR SYSTEM	8,845	20,000	17,200	20,000	20,000	20,000	20,000	20,000
10-570-4300	TELEPHONE & POSTAGE	909	1,700	744	1,700	1,700	1,700	1,700	1,700
10-570-4400	UTILITIES	0	0	0	0	46,835	46,835	46,835	46,835
10-570-4500	CONTRACTED SERVICES	148,823	155,860	110,951	155,860	300,000	300,000	300,000	300,000
10-570-6103	CONTRACT SVCS - PAVING	0	10,000	7,800	10,000	30,000	30,000	30,000	30,000
10-570-6104	CONTRACT SVCS - SIDEWALKS	500	4,000	0	3,500	10,000	10,000	10,000	10,000
10-570-5420	SODIUM LIGHT SYSTEM(STREET)	109,227	100,000	88,819	98,000	106,300	106,300	106,300	106,300
10-570-6105	CONTRACT SVCS - POWELL BILL	575,045	300,000	4,481	4,500	300,000	300,000	300,000	300,000
10-570-9100	EXPENDABLE EQUIPMENT	142	0	0	0	0	-	-	-
10-570	DEPARTMENT TOTAL	1,250,377	994,182	482,765	641,923	1,206,710	1,206,710	1,206,710	1,206,710

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENTAL SUPPLIES</u> includes general garage supplies such as nuts, bolts, wire, welding supplies, grease, oil, bulbs, tubes, etc. for supporting the town vehicle/equipment fleet. (FOR ALL DEPARTMENTS)	TOTAL =	<u>\$8,000</u>
2101	<u>MOSQUITO CONTROL</u> Estimated based on past year experience. Plus additional sprayer for the year	TOTAL =	<u>\$20,000</u>
2300	<u>VEHICLE SUPPLIES</u> Fuel, oil, etc. estimated per past experience.	TOTAL =	<u>\$32,000</u>
3600	<u>STAFF DEVELOPMENT</u> Stay current with the changes in environmental changes, technology, regulations, and auto safety. Also includes additional asphalt training.	TOTAL =	<u>\$4,000</u>
3710	<u>UNIFORMS</u> Estimate per past experience for 6 department personnel @ \$540.00 each	TOTAL =	<u>\$3,240</u>
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Estimated per past experience.	TOTAL =	<u>\$20,000</u>
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Estimated per past experience.	TOTAL =	<u>\$20,000</u>
4140	<u>MAINTENANCE & REPAIR SYSTEM</u> Estimated cost to repair items that are in the Public Works System	TOTAL =	<u>\$20,000</u>
4300	<u>TELEPHONE & POSTAGE</u> Estimated per past experience	TOTAL =	<u>\$1,700</u>
4400	<u>UTILITIES</u> Based on prior year activity. This expense was previously reflected on Facilities Management	TOTAL =	<u>\$46,835</u>
5420	<u>SODIUM LIGHT SYSTEM</u> Street Lights for the Town	TOTAL =	<u>\$106,300</u>
6102	<u>CONTRACTED SERVICES/LABOR</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. In addition, the amount includes the mowing contract and other anticipated services.	TOTAL =	<u>\$300,000</u>
6103	<u>CONTRACTED SERVICES/STREET PAVING</u> Miscellaneous work to be performed during the year.	TOTAL =	<u>\$30,000</u>
6104	<u>CONTRACTED SERVICES/SIDEWALKS</u> Miscellaneous work to be performed during the year.	TOTAL =	<u>\$10,000</u>
6105	<u>CONTRACT SERVICES - POWELL BILL</u> Highland Paving	TOTAL =	<u>\$300,000</u>
		TOTAL	<u><u>\$922,075</u></u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	338,646	300,902	284,635	-5.41%	284,635	-5.41%	Heavy Equipment Operator 1
Operating Expenses	911,731	693,280	922,075	33.00%	922,075	33.00%	Equipment Operator 1
Capital Outlay	0	-	-	-	-	-	Sr. Maintenance Worker 1
Transfers	0	-	-	-	-	-	Maintenance Worker 1
							Grounds Maint. Worker(Vacant) 1
							Maintenance Worker (Vacant) 1
TOTAL	1,250,377	994,182	1,206,710	21.38%	1,206,710	21.38%	

PERSONNEL	FULL-TIME	PART-TIME	TOTAL
	6	0	6

TOWN OF OAK ISLAND
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
		\$ 193,459	\$ 193,459	\$ 193,459	\$ 193,459	\$ 38,728	6
TELEPHONE ALLOWANCE							
		\$ 600	\$ 600	\$ 600	\$ 600		
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ 600	\$ 600	\$ 600	\$ 600		
TOTAL BASE SALARIES							
		\$ 194,059	\$ 194,059	\$ 194,059	\$ 194,059		
EFFECTIVE MERIT							
		\$ 2,138	\$ 6,800	\$ 6,800	\$ 6,800		
OVERTIME							
		\$ 6,000	\$ 5,000	\$ 5,000	\$ 5,000		
COLA							
		\$ -	\$ -	\$ -	\$ -		
CHRISTMAS BONUS							
TOTAL ALL SALARIES & OVERTIME							
		\$ 202,197	\$ 205,859	\$ 205,859	\$ 205,859		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE							
		\$ 26,100	\$ 38,728	\$ 38,728	\$ 38,728		
HRA ALLOWANCE							
		\$ 2,800	\$ -	\$ -	\$ -		
FICA (7.65%)							
	7.65%	\$ 17,747	\$ 15,748	\$ 15,748	\$ 15,748		
UNEMPLOYMENT (1ST \$21,700 PER EMPLOYEE)							
		\$ 1,302	\$ 1,302	\$ 1,302	\$ 1,302		
LOCAL RETIREMENT							
	7.35%	\$ 15,434	\$ 15,087	\$ 15,087	\$ 15,087		
401K RETIREMENT							
	1.50%	\$ 4,628	\$ 3,079	\$ 3,079	\$ 3,079		
WORKERS COMPENSATION							
		\$ -	\$ 4,232	\$ 4,232	\$ 4,232		
TOTAL FRINGE BENEFIT COSTS							
		\$ 68,011	\$ 78,176	\$ 78,176	\$ 78,176		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 270,208	\$ 284,035	\$ 284,035	\$ 284,035		

TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 16 - 17	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
RECREATION DEPARTMENT									
10-620-0220	SALARIES & WAGES - FULL TIME	245,133	199,169	176,622		199,169	243,129	243,129	243,129
10-620-0221	WAGES - PART TIME	189	37,500	11,530		37,500	38,084	38,084	38,084
10-620-0250	CELL PHONE ALLOWANCE	0	1,800	1,800		1,800	2,400	2,400	2,400
10-620-0300	FICA EXPENSE	19,916	18,243	16,085		18,243	21,824	21,824	21,824
10-620-0410	GROUP INSURANCE	29,645	32,118	30,948		32,118	45,881	45,881	45,881
10-620-0420	HRA ALLOWANCE	4,156	2,700	3,179		3,179	-	-	-
10-620-0510	LOCAL RETIREMENT	0	12,195	11,119		12,195	18,169	18,169	18,169
10-620-0520	401K SUPP. RETIREMENT	3,478	3,607	2,866		3,607	3,708	3,708	3,708
10-620-0700	UNEMPLOYMENT	0	1,449	1,360		1,449	1,683	1,683	1,683
10-620-0800	WORKERS COMPENSATION	0	0	0		-	5,597	5,597	5,597
10-620-2100	DEPARTMENTAL SUPPLIES	8,895	8,750	7,762		8,750	8,750	8,750	8,750
10-620-2101	WEIGHT ROOM EXPENSES	6,894	7,500	4,548		7,500	7,500	7,500	7,500
10-620-2103	MERCHANDISING	4,796	7,500	6,538		7,500	7,500	7,500	7,500
10-620-2104	SALTY DOG PARK EXPENSE	1,000	1,000	500		1,000	1,000	1,000	1,000
10-620-2300	VEHICLE SUPPLIES	2,937	5,000	2,045		3,500	5,000	5,000	5,000
10-620-2400	ACTIVITIES & PROGRAMS	39,863	42,240	31,651		42,240	42,000	42,000	42,000
10-620-2500	CLEANING SUPPLIES	2,585	4,000	3,227		4,000	4,000	4,000	4,000
10-620-3200	ADVERTISING	1,192	1,500	748		-	1,500	1,500	1,500
10-620-3300	DUES & SUBSCRIPTIONS	85	500	640		640	850	850	850
10-620-3600	STAFF DEVELOPMENT	435	1,500	1,664		1,664	2,500	2,500	2,500
10-620-3710	UNIFORMS	257	1,000	562		1,000	1,500	1,500	1,500
10-620-4109	REPAIRS & MAINT. -FACIALITIES	0	21,500	17,065		21,500	27,500	27,500	27,500
10-620-4120	REPAIRS & MAINT. -EQUIPMENT	951	1,500	215		1,500	1,500	1,500	1,500
10-620-4130	REPAIRS & MAINT. - VEHICLES	529	3,000	640		1,500	3,000	3,000	3,000
10-620-4306	TELEPHONE & POSTAGE	4,878	6,000	2,851		4,500	6,000	6,000	6,000
10-620-4307	INTERNET ACCESS	2,208	2,700	2,168		2,700	2,700	2,700	2,700
10-620-4400	UTILITIES	0	-	0		-	65,675	65,675	65,675
10-620-5420	CAPITAL OUTLAY - EQUIPMENT	4,796	60,010	43,402		43,402	-	-	-
10-620-6100	CONTRACTED SERVICES	17,267	19,000	26,452		22,400	25,000	25,000	25,000
10-620-7405	CAPITAL OUTLAY-BILL SMITH PARK	-	54,020	-		-	-	-	-
10-620-9100	EXPENDABLE EQUIPMENT	7,616	500	420		500	500	500	500
10-620	DEPARTMENT TOTAL	409,701	557,501	408,608		485,056	594,451	594,451	594,451

**TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100	<u>DEPARTMENTAL SUPPLIES</u>		
	Restroom supplies and products for all facilities, paper, copy paper, ink cartridges, printer cartridges, office supplies	TOTAL =	\$8,750
2101	<u>WEIGHT ROOM EXPENSES</u>		
	Quarterly maintenance service to all equipment, replacement pads and weights, replacement equipment	TOTAL =	\$7,500
2103	<u>MERCHANDISING</u>		
	Town shirts and turtle merchandise	TOTAL =	\$7,500
2104	<u>SALTY DOG PARK</u>		
	spray for pests and weed control	TOTAL =	\$1,000
2300	<u>AUTO SUPPLIES</u>		
	Gas and supplies	TOTAL =	\$5,000
2400	<u>ACTIVITIES & PROGRAMS</u>		
	Athletic programs, fitness programs, festivals, special events, camps, wellness programs, trips and community activities.	TOTAL =	\$42,000
2500	<u>CLEANING SUPPLIES</u>		
	Cleaning supplies for all facilities	TOTAL =	\$4,000
3200	<u>ADVERTISING</u>		
	Publications, advertising through various media for programs, facilities, events	TOTAL =	\$1,500
3300	<u>DUES & SUBSCRIPTIONS</u>		
	Memberships in NRPA and NCRPA - state and national association	TOTAL =	\$850
3600	<u>STAFF DEVELOPMENT</u>		
	Training and conferences to maintain certifications for staff. Recertifications for fitness certifications. First Aid/CPR	TOTAL =	\$2,500
3710	<u>UNIFORMS</u>		
	Shirts for staff to wear during recreation dept events	TOTAL =	\$1,500
4109	<u>MAINTENANCE & REPAIR BUILDINGS & GROUNDS</u>		
	General Repairs of Buildings and Grounds	TOTAL =	\$27,500
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u>		
	Computers, digital sign, office equipment	TOTAL =	\$1,500
4130	<u>MAINTENANCE & REPAIR VEHICLES</u>		
	Maintain fleet of 2 buses, vehicles, and trailers	TOTAL =	\$3,000
4306	<u>TELEPHONE & POSTAGE</u>		
	Recreation Center, Athletics Office, Skate Park, and Nature Center	TOTAL =	\$6,000
4307	<u>INTERNET ACCESS</u>		
	Recreation Center, Teen Center, and Athletics Office	TOTAL =	\$2,700
9100	<u>UTILITIES</u>		
	Based on average monthly bills. Reflected on (10-500 Facilities Management in prior years.)	TOTAL =	\$65,675
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.	TOTAL =	\$25,000
9100	<u>EXPENDABLE EQUIPMENT</u>		
	Contingency for small items with a value less than \$5,000 with more than a 1 year life	TOTAL =	\$500
		TOTAL	\$213,975

TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15</u>	<u>FY 15 - 16</u>	<u>REQUESTED</u>	<u>REQUESTED</u>	<u>APPROVED</u>	<u>APPROVED</u>	<u>POSITIONS</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>FY 16 - 17</u>	<u>%</u>	<u>BUDGET</u>	<u>CHANGE</u>		
Salaries/Benefits	302,516	308,781	380,476	23.22%	380,476	23.22%	Parks & Recreation Director	1
Operating Expenses	102,389	248,720	213,975	-13.97%	213,975	-13.97%	Rec. Program Supervisor	1
Capital Outlay	4,796	0	0		0		Rec. Center Coordinator	1
							Rec Center Assistant	2
TOTAL	409,701	557,501	594,451	6.63%	594,451	6.63%	Rec Program Supervisor (New)	1
								6
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>					
	4	0	4		Part Time			
					Rec Center Assistants			
					<u>TOTAL</u>			
					0			

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TOWN OF OAK ISLAND
BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME							
		\$ 234,873	\$ 234,873	\$ 234,873	\$ 234,873	\$ 45,881	6
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ 28,084	\$ 38,084	\$ 38,084	\$ 38,084		3
CELL PHONE ALLOWANCE							
		\$ 1,800	\$ 2,400	\$ 2,400	\$ 2,400		
TOTAL BASE SALARIES							
		\$ 264,757	\$ 275,357	\$ 275,357	\$ 275,357		
EFFECTIVE MERIT							
		\$ 3,502	\$ 8,256	\$ 8,256	\$ 8,256		
OVERTIME							
		\$ -	\$ -	\$ -	\$ -		
COLA							
	0.00%	\$ -	\$ -	\$ -	\$ -		
CHRISTMAS BONUS							
	\$225	\$ -	\$ 1,674	\$ 1,674	\$ 1,674		
TOTAL ALL SALARIES & OVERTIME							
		\$ 268,259	\$ 285,287	\$ 285,287	\$ 285,287		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 32,118	\$ 45,881	\$ 45,881	\$ 45,881		
HRA ALLOWANCE (est	0.00%	\$ 2,700	\$ -	\$ -	\$ -		
FICA & MEDICARE	7.65%	\$ 18,243	\$ 21,824	\$ 21,824	\$ 21,824		
UNEMPLOYMENT	\$217	\$ 1,449	\$ 1,683	\$ 1,683	\$ 1,683		
LOCAL RETIREMENT	7.35%	\$ 12,195	\$ 18,169	\$ 18,169	\$ 18,169		
401K RETIREMENT	1.50%	\$ 3,607	\$ 3,708	\$ 3,708	\$ 3,708		
WORKERS COMPENSATION		\$ -	\$ 5,597	\$ 5,597	\$ 5,597		
TOTAL FRINGE BENEFIT COSTS							
		\$ 70,312	\$ 96,863	\$ 96,863	\$ 96,863		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 338,571	\$ 382,150	\$ 382,150	\$ 382,150		

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

FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
COMMUNITY CENTER								
10-621-0220	SALARIES & WAGES - FULL TIME	65,727	43,147	51,190	51,190	46,014	46,014	46,014
10-621-0230	SALARIES & WAGES - PART TIME	0	31,424	2,171	20,000	38,718	38,718	38,718
10-621-0250	CELL PHONE ALLOWANCE	0	600	400	600	600	600	600
10-621-0300	FICA	4,989	5,751	4,139	5,751	6,528	6,528	6,528
10-621-0410	GROUP INSURANCE	7,481	8,693	6,193	8,693	7,340	7,340	7,340
10-621-0420	HRA ALLOWANCE	2,000	700	-	-	-	-	-
10-621-0510	LGERS RETIREMENT	0	5,082	2,519	5,082	6,272	6,272	6,272
10-621-0520	401K PLAN RETIREMENT	690	855	630	855	690	690	690
10-621-0700	UNEMPLOYMENT INSURANCE	0	310	291	310	604	604	604
10-621-0800	WORKERS COMPENSATION	0	-	-	-	1,488	1,488	1,488
10-621-0900	PENSION EXPENSE	84	-	-	-	-	-	-
10-621-2101	DEPARTMENTAL SUPPLIES	2,767	2,600	2,675	2,600	2,600	2,600	2,600
10-621-2300	VEHICLE SUPPLIES	1,871	5,000	1,061	2,000	5,000	5,000	5,000
10-621-2400	ACTIVITIES & PROGRAMS	3,855	4,250	1,850	4,250	4,250	4,250	4,250
10-621-3300	DUES & SUBSCRIPTIONS	0	-	52	52	-	-	-
10-621-4120	MAINT. & REPAIR EQUIPMENT	0	1,200	1,120	1,200	1,200	1,200	1,200
10-621-4130	MAINT. & REPAIR AUTO	1,353	3,500	11	50	3,500	3,500	3,500
10-621-4300	TELEPHONE & POSTAGE	609	1,000	156	200	1,000	1,000	1,000
10-621-5401	CAPITAL OUTLAY	0	-	-	-	45,514	45,514	45,514
10-621-6100	CONTRACTED SERVICES	136	-	115	115	-	-	-
10-621-9100	EXPENDABLE EQUIPMENT	85	250	-	-	250	250	250
10-621	DEPARTMENT TOTAL	91,647	114,362	74,573	102,949	171,568	171,568	171,568

TOWN OF OAK ISLAND
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100 DEPARTMENTAL SUPPLIES

This line item is used to purchase items necessary in the daily operation of the Department. This includes office supplies TOTAL = \$2,600

2300 VEHICLE SUPPLIES

This line item is used to purchase gasoline and tires for the Department's vehicle fleet. TOTAL = \$5,000

2400 ACTIVITIES & PROGRAMS

These funds are used to pay for the activities and numerous programs presented by the center. TOTAL = \$4,250

4120 MAINT. & REPAIR EQUIPMENT

This line item is used for the maintenance and repair of all equipment used by the Department TOTAL = \$1,200

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 (1) multi purpose resource vehicle, (1) handicap vehicle. This estimate is based on past expenses. TOTAL = \$3,500

4300 TELEPHONE & POSTAGE

This line item is used for telephone service and postage and shipping expenses. TOTAL = \$1,000

9100 EXPENDABLE EQUIPMENT

Small miscellaneous equipment TOTAL = \$250

5401 CAPITAL OUTLAY

15 Passenger Bus to replace existing van. TOTAL = \$45,514

TOTAL \$63,314

TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY CENTER (10-621)
FY 2016 - 2017

COMMUNITY CENTER

<u>EXPENDITURES</u>	<u>FY 14 - 15</u> <u>ACTUAL</u>	<u>FY 15 - 16</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>REQUESTED</u> <u>%</u> <u>CHANGE</u>	<u>APPROVED</u> <u>FY 16 - 17</u> <u>BUDGET</u>	<u>APPROVED</u> <u>%</u> <u>CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	80,971	96,562	108,254	12.11%	108,254	12.11%	1 Full Time Community Resource Supervisor
Operating Expenses	10,677	17,800	17,800	0.00%	17,800	0.00%	3 Part Time Community Resource Assistant
Capital Outlay	0	0	45,514	0.00%	45,514	0.00%	1 Youth and Seasonal Staff
Debt Service	0	0	0	0.00%	0	0.00%	
Transfers	0	0					
TOTAL	91,647	114,362	171,568	50.02%	171,568	50.02%	5

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<u>PERSONNEL</u>	<u>FULL-TIME</u> 1	<u>PART-TIME</u> 4	<u>TOTAL</u> 5
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**TOWN OF OAK ISLAND
BUDGET SUMMARY - COMMUNITY CENTER (10-621)
PERSONNEL COST DATA
FY 2016 - 2017**

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insuarnc	#
SUBTOTAL SALARIES -FULL TIME							
		\$ 46,014	\$ 46,014	\$ 46,014	\$ 46,014	\$ 7,340	
SUBTOTAL SALARIES-PART TIME							
		\$ 38,718	\$ 38,718	\$ 38,718	\$ 38,718	\$ -	4
TOTAL BASE SALARIES							
		\$ 84,732	\$ 84,732	\$ 84,732	\$ 84,732	\$ 7,340	
CELL PHONE ALLOWANCE		\$ 600	\$ 600	\$ 600	\$ 600		
AVERAGE MERIT	3.52%	\$	1,617	\$ 1,617	\$ 1,617		
COLA	3.52%	\$	1,617	\$ 1,617	\$ 1,617		
CHRISTMAS BONUS		\$ 225	\$ 225	\$ 225	\$ 225		
TOTAL ALL SALARIES & OVERTIME							
		\$ 85,332	\$ 85,332	\$ 85,332	\$ 85,332		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE	0.00%	8,693	7,340	7,340	7,340		
IRA ALLOWANCE		700	0	0	0		
FICA & MEDICARE	7.65%	5,751	6,528	6,528	6,528		
UNEMPLOYMENT	\$217.00	310	604	604	604		
LOCAL RETIREMENT	7.35%	5,082	6,272	6,272	6,272		
401K RETIREMENT	1.50%	855	690	690	690		
WORKERS COMPENSATION			1,488	1,488	1,488		
TOTAL FRINGE BENEFIT COSTS							
		21,391	22,922	22,922	22,922		
GRAND TOTAL PERSONNEL BUDGET							
		106,723	108,254	108,254	108,254		

**TOWN OF OAK ISLAND
REVENUES WATER FUND (30)
FY 2016 - 2017**

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 15 - 16	Manager Recommendations	Council Approved
30-300-1500	INTEREST EARNED	1,847	2,000	167	167	0	0	0
30-300-1600	PENALTIES / LATE FEES	56,035	40,000	39,857	42,000	40,000	40,000	40,000
30-300-4730	WATER TANK CELLULAR TOWER LEASES	238,067	232,500	204,831	232,500	232,500	232,500	232,500
30-300-5110	WATER UTILITY REVENUE	3,585,806	3,248,820	3,596,681	4,196,681	3,297,552	3,297,552	3,297,552
30-300-5120	WATER IMPACT FEES	86,298	63,000	83,856	83,856	63,000	63,000	63,000
30-300-5130	WATER TAPS FEES	155,263	100,000	135,206	140,000	60,000	60,000	60,000
30-300-5140	RECONNECTION FEES	97,943	55,000	68,371	74,000	55,000	55,000	55,000
30-300-8100	MISCELLANEOUS REVENUE	11,992	7,500	19,535	28,500	7,500	7,500	7,500
TOTAL WATER FUND		4,233,252	3,748,820	4,148,504	4,797,704	3,755,552	3,755,552	3,755,552

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER ADMINISTRATION (30-720)

FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 2016 - 2017	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>PUBLIC SERVICES - UTILITIES WATER FUND</u>								
30-720-0220	SALARIES & WAGES - FULL TIME	75,534	70,571	56,844	70,571	104,820	104,820	104,820
30-720-0240	SALARIES & WAGES - OVERTIME	0	250	86	250			
30-720-0300	FICA EXPENSE	5,751	5,418	4,077	5,418	8,019	8,019	8,019
30-720-0410	GROUP INSURANCE	13,945	16,645	12,306	16,645	19,864	19,864	19,864
30-720-0420	HRA ALLOWANCE	2,176	1,175	1,762	1,175	-	-	-
30-720-0510	LOCAL RETIREMENT	0	4,788	3,844	4,788	7,395	7,395	7,395
30-720-0520	401K SUPP. RETIREMENT	507	1,417	533	1,417	1,509	1,509	1,509
30-720-0700	UNEMPLOYMENT	148	434	407	434	651	651	651
30-720-0800	WORKERS COMPENSATION	0	0	0	0	2,212	2,212	2,212
30-720-2100	DEPARTMENTAL SUPPLIES	2,278	2,500	328	2,500	2,500	2,500	2,500
30-720-3600	STAFF DEVELOPMENT	0	200	0	200	200	200	200
30-720-4120	MAINT. & REPAIR EQUIPMENT	131	800	0	800	800	800	800
30-720-4300	TELEPHONE & POSTAGE	925	2,000	737	2,000	2,000	2,000	2,000
30-720-6100	CONTRACTED SERVICES	57,715	50,000	43,654	50,000	50,000	50,000	50,000
30-720-6510	COST OF WATER/COUNTY	834,900	850,000	635,044	850,000	875,000	875,000	875,000
30-720-9100	EXPENDABLE EQUIPMENT	60	-			-	-	-
30-720-9631	TRANSFER TO WASTEWATER	0	1,645,480	0	1,645,480	1,636,570	1,636,570	1,636,570
30-720-9700	RESERVE FOF FUND BALANCE	2,463,273	80,665	2,554,038	1,068,549	23,386	23,386	23,386
30-720	DEPARTMENT TOTAL	3,457,342	2,732,343	3,313,662	3,720,227	2,734,926	2,734,926	2,734,926

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER ADMINISTRATION (30-720)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENTAL SUPPLIES</u> Budget request based on historical costs for office supplies including paper, water bills, and printer cartridges.	TOTAL =	\$2,500
3600	<u>STAFF DEVELOPMENT</u> Travel and training for customer service representatives to keep up to date on billing software, hand-held meters software and to attend customer service training courses.	TOTAL =	\$200
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Budget request based on historical repair costs to computer equipment, printers, and hand-helds.	TOTAL =	\$800
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 =	\$875,000
9631	<u>TRANSFER TO WASTEWATER</u> Transfer of Funds to Wastewater to supplement opeations	TOTAL =	\$1,636,570
9700	<u>RESERVE FOR FUND BALANCE</u> Funds to be utilized for the purchase of water capital items in future periods	TOTAL =	\$23,386
		Summary	\$2,590,456

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER ADMINISTRATION (30-720)
DEPARTMENT SUMMARY
FY 2016 - 2017**

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 15 - 16 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 15 - 16 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	98,060	100,698	144,470	43.47%	144,470	43.47%	Director of Public Works 1
Operating Expenses	896,009	905,500	930,500	2.76%	930,500	2.76%	Utility Billing Specialist 1
Debt Service	0	0	0	0.00%	0	0.00%	Admin Support Specialist 1
Transfers	0	1,645,480	1,636,570	0.00%	1,636,570	0.00%	
Reserve	23,386	1,068,549	23,386	0.00%	23,386	0.00%	
TOTAL	994,069	3,720,227	2,734,926	-26.48%	2,734,926	-26.48%	TOTAL 3

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

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER ADMINISTRATION (30-720)

PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME							
No part time employees		\$ 100,609	\$ 100,609	\$ 100,609	\$ 100,609	\$ 19,864	3
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL BASE SALARIES							
		\$ 100,609	\$ 100,609	\$ 100,609	\$ 100,609		
AVERAGE MERIT							
3.52%		\$ 3,536	\$ 3,536	\$ 3,536	\$ 3,536		
COLA							
0.00%		\$ -	\$ -	\$ -	\$ -		
CHRISTMAS PAY							
225		\$ 675	\$ 675	\$ 675	\$ 675		
TOTAL ALL SALARIES & OVERTIME							
		\$ 100,609	\$ 104,820	\$ 104,820	\$ 104,820		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 13,945	\$ 19,864	\$ 19,864	\$ 19,864		
HRA ALLOWANCE		\$ 2,176	\$ -	\$ -	\$ -		
FICA & MEDICARE		\$ 5,751	\$ 8,019	\$ 8,019	\$ 8,019		
UNEMPLOYMENT (1st \$21 \$		\$ 148	\$ 651	\$ 651	\$ 651		
WORKERS COMPENSATION			\$ 2,212	\$ 2,212	\$ 2,212		
LOCAL RETIREMENT		\$ -	\$ 7,395	\$ 7,395	\$ 7,395		
401K RETIREMENT		\$ 507	\$ 1,509	\$ 1,509	\$ 1,509		
TOTAL FRINGE BENEFIT COSTS							
		\$ 22,526	\$ 39,649	\$ 39,649	\$ 39,649		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 123,135	\$ 144,470	\$ 144,470	\$ 144,470		

NOTE: THE DIRECTOR OF PUBLIC WORKS SALARY IS SPLIT 1/3 BETWEEN THE PW ADMIN (10-545)
WATER (30) AND WASTEWATER (31) DEPARTMENTS.

TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 2016 - 2017	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>PUBLIC SERVICES - UTILITIES WATER MAINTENANCE</u>								
30-814-0220	SALARIES & WAGES -FULL TIME	338,234	274,251	252,122	274,251	265,685	265,685	265,685
30-814-0230	SALARIES & WAGES - PART TIME	0	43,174	0	43,174	40,685	40,685	40,685
30-814-0240	SALARIES & WAGES -OVER TIME	57,676	45,000	43,766	45,000	45,000	45,000	45,000
30-814-0250	CELL PHONE ALLOWANCE	0	1,800	800	1,800	2,400	2,400	2,400
30-814-0300	FICA EXPENSE	31,056	27,863	22,179	27,863	27,063	27,063	27,063
30-814-0410	GROUP INSURANCE	47,461	48,626	33,469	48,626	39,637	39,637	39,637
30-814-0420	HRA ALLOWANCE	2,946	3,200	3,825	3,200	0	0	0
30-814-0510	LGERS RETIREMENT	0	21,723	16,948	21,723	23,012	23,012	23,012
30-814-0520	401K SUPP. RETIREMENT	4,505	6,427	2,713	6,427	4,696	4,696	4,696
30-814-0700	UNEMPLOYMENT	701	1,953	1,833	1,953	2,170	2,170	2,170
30-814-0800	WORKERS COMPENSATION	0	0	0	0	7,079	7,079	7,079
30-814-2100	DEPARTMENTAL SUPPLIES	230	1,000	452	1,000	1,000	1,000	1,000
30-814-2101	TAP INSTALLATION	159,546	240,000	190,534	240,000	275,000	275,000	275,000
30-814-2300	VEHICLE SUPPLIES	22,584	25,000	10,791	25,000	25,000	25,000	25,000
30-814-3100	PROFESSIONAL SERVICES	32	1,000	583	1,000	2,000	2,000	2,000
30-814-3101	PROF SVCS-LAB TESTING	14,545	15,000	14,610	15,000	15,000	15,000	15,000
30-814-3300	DUES & SUBSCRIPTIONS	3,395	3,500	3,685	3,500	3,500	3,500	3,500
30-814-3600	STAFF DEVELOPMENT	1,973	3,000	3,020	3,000	4,000	4,000	4,000
30-814-3710	UNIFORMS	2,346	4,960	649	4,960	6,200	6,200	6,200
30-814-3720	OSHA COMPLIANCE ITEMS	1,149	2,000	1,360	2,000	2,000	2,000	2,000
30-814-4110	REPAIR & MAINT-FACILITIES	82	10,000	9,938	10,000	15,000	15,000	15,000
30-814-4120	MAINT. & REPAIR EQUIPMENT	721	14,500	6,712	14,500	15,000	15,000	15,000
30-814-4130	MAINT. & REPAIR VEHICLES	3,942	5,196	5,351	5,196	6,000	6,000	6,000
30-814-4300	TELEPHONE & POSTAGE	4,727	5,500	2,898	5,500	5,500	5,500	5,500
30-814-4400	UTILITIES	5,499	6,500	4,400	6,500	6,500	6,500	6,500
30-814-5401	CAPITAL OUTLAY		98,804	98,804	98,804	40,000	40,000	40,000
30-814-6100	CONTRACTED SERVICES	71,870	105,000	103,402	105,000	140,000	140,000	140,000
30-814-9100	EXPENDABLE EQUIPMENT	689	1,500	0	1,500	1,500	1,500	1,500
30-814	DEPARTMENT TOTAL	775,910	1,016,477	834,843	1,016,477	1,020,627	1,020,627	1,020,627

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100	<u>DEPARTMENTAL SUPPLIES</u> Miscellaneous supplies for the offices and Public Utilities Director based on past experience, computers, printers, plus added supplies for maintaining maps, GIS, establishing written specs, procedures and information packages for public information and education. Paper products.	TOTAL =	\$1,000
2101	<u>TAPS/MAINTENANCE WATER SYSTEM</u> Estimated per past experience plus installation of two (2) valves. Installation or replacement of eight (8) hydrants. Installation of electronic meters and transmitters. Tap installation has picked up.	TOTAL =	\$275,000
2300	<u>VEHICLE SUPPLIES</u> Fuel, oil, etc. estimated per past experience.	TOTAL =	\$25,000
3100	<u>PROFESSIONAL SERVICES</u> Estimated funds required for professional assistance in developing resources for Public Utilities.	TOTAL =	\$2,000
3101	<u>PROFESSIONAL SERVICES - LAB TESTING</u> For monthly and quarterly State mandated testing for wells and distribution system.	TOTAL =	\$15,000
3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, mandated state certification renewal, books, subscriptions and other materials.	TOTAL =	\$3,500
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 =	\$4,000
3710	<u>UNIFORMS</u> For Water Division (8 employees) \$620 per employee for steel-toe boots, shirts, pants, hats, rain gear.	TOTAL =	\$6,200
3720	<u>OSHA COMPLIANCE ITEMS</u> Estimated per past experience. Having inventory of confined space equipment devices and sensors.	TOTAL =	\$2,000
4110	<u>REPAIR & MAINT-BLDG & GROUNDS</u> Repair to well house structures and around water tanks.	TOTAL =	\$15,000
4120	<u>MAINTENANCE & REPAIR EQUIPMENT</u> Estimated per past experience to cover repairs and maintenance of handheld meter reading units, electric wands and other Public Utilities special equipment.	TOTAL =	\$15,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Anticipated Repairs to Vehicles	TOTAL =	\$6,000
4300	<u>TELEPHONE & POSTAGE</u> Estimated per past experience for educational and annual mailings of CCR reports. Plus on call phones.	TOTAL =	\$5,500
4400	<u>UTILITIES</u> Based on average monthly bill for the current year	TOTAL =	\$6,500
5401	<u>CAPITAL OUTLAY</u> 3/4 Ton Utility Service Truck (4 Door)	TOTAL =	\$40,000
6100	<u>CONTRACTED SERVICES</u> Based on present contracts for water tank maintenance / painting and Sensius handheld devices used for meter reading.	TOTAL =	\$140,000
9100	<u>EXPENDABLE EQUIPMENT</u> Small Value Equipment costing less than \$5,000 with a useful life of more than one year.	TOTAL =	\$1,500
		TOTAL	\$563,200

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TOWN OF OAK ISLAND
BUDGET SUMMARY - WATER MAINTENANCE (30-814)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME							
		\$ 254,829	\$ 254,829	\$ 254,829	\$ 254,829	\$	7
SUBTOTAL SALARIES-TEMPORARY PART-TIME							
		\$ 40,685	\$ 40,685	\$ 40,685	\$ 40,685	\$	3
CELL PHONE ALLOWANCE		\$ 1,800	\$ 2,400	\$ 2,400	\$ 2,400		
OVERTIME		\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000		
EFFECTIVE MERIT		\$ -	\$ 8,957	\$ 8,957	\$ 8,957		
COLA		\$ -	\$ -	\$ -	\$ -		
0.00% CHRISTMAS BONUS		\$ 2,016	\$ 1,899	\$ 1,899	\$ 1,899		
TOTAL ALL SALARIES & OVERTIME		\$ 344,330	\$ 353,770	\$ 353,770	\$ 353,770		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 48,626	\$ 39,637	\$ 39,637	\$ 39,637		
HRA ALLOWANCE		\$ 3,200	\$ -	\$ -	\$ -		
FICA & MEDICARE		\$ 27,863	\$ 27,063	\$ 27,063	\$ 27,063		
UNEMPLOYMENT		\$ 1,953	\$ 2,170	\$ 2,170	\$ 2,170		
WORKERS COMPENSATION		\$ -	\$ 7,079	\$ 7,079	\$ 7,079		
LOCAL GOVERNMENT		\$ 21,723	\$ 23,012	\$ 23,012	\$ 23,012		
401K RETIREMENT		\$ 6,427	\$ 4,696	\$ 4,696	\$ 4,696		
TOTAL FRINGE BENEFIT COSTS		\$ 109,792	\$ 103,656	\$ 103,656	\$ 103,656		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 454,122	\$ 457,427	\$ 457,427	\$ 457,427		

TOWN OF OAK ISLAND
REVENUES WASTEWATER FUND (31)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 2016 - 2017	Manager Recommendations	Council Approved
31-300-1500	INTEREST EARNED	3,273	2,500	548	166	0	0	0
31-300-5210	SEWER UTILITY REVENUE	7,938,815	8,129,433	7,824,244	9,200,000	8,251,374	8,251,374	8,251,374
31-300-5220	IMPACT FEES	82,285	40,000	81,158	90,000	40,000	40,000	40,000
31-300-5230	TAP FEES / NEW SERVICE	213,659	85,000	114,436	85,000	85,000	85,000	85,000
31-300-5250	SEWER REVENUE - CASWELL BEACH	348,297	318,000	287,825	350,000	318,000	318,000	318,000
31-300-6100	SEWER ASSESSMENT REVENUE	2,344,556	1,200,000	2,412,419	1,935,000	1,200,000	1,200,000	1,200,000
31-300-6150	INTEREST - SEWER ASSESSMENT	446,021	300,000	577,899	500,000	300,000	300,000	300,000
31-300-8420	SALE OF MATERIALS	4,702	0	0	0	0	0	0
31-300-8942	OTHER REVENUE	0	0	0	0	0	0	0
31-300-8946	TRANSFER FROM WATER FUND	0	1,645,480	0	0	1,636,570	1,636,570	1,636,570
31-300-9739	TRANSFER FROM SDF FUND	2,270,791	2,341,389	2,270,231	2,079,790	2,301,239	2,301,239	2,301,239
31-300-9765	TRANSFER FROM SEWER ASSESSMENT FUNDS	419,571	468,000	0	0	0	0	0
31-300-9800	APPROPRIATED FUND BALANCE	0	0	0	0	0	0	0
TOTAL WASTEWATER FUND		14,071,970	14,529,802	13,568,760	14,239,956	14,132,183	14,132,183	14,132,183

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT BUDGET REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (TREATMENT)								
31-820-0220	SALARIES-WASTEWATER	246,187	267,610	263,712	310,000	272,070	272,070	272,070
31-820-0240	OVERTIME - WASTEWATER	15,438	25,000	29,896	34,000	15,000	15,000	15,000
31-820-0250	CELL PHONE ALLOWANCE	0	1,200	800	1,200	1,800	1,800	1,800
31-820-0300	FICA EXPENSE	19,802	22,476	21,717	22,476	22,099	22,099	22,099
31-820-0410	GROUP INSURANCE	46,706	44,687	46,026	44,687	44,555	44,555	44,555
31-820-0420	HRA ALLOWANCE	2,615	3,150	1,547	1,547	-	-	-
31-820-0510	LOCAL RETIREMENT	0	19,862	19,658	19,862	21,232	21,232	21,232
31-820-0520	401K SUPP RETIREMENT	3,006	5,876	3,615	5,876	4,333	4,333	4,333
31-820-0700	UNEMPLOYMENT	0	1,302	1,222	1,302	1,519	1,519	1,519
31-820-0800	WORKERS COMPENSATION	0	0	118	0	2,394	2,394	2,394
31-820-2100	DEPARTMENT SUPPLIES	1,292	1,500	5,428	1,500	1,500	1,500	1,500
31-820-2101	CHEMICALS	13,317	22,000	9,333	20,000	22,000	22,000	22,000
31-820-2102	LAB EQUIPMENT/SUPPLIES	3,568	5,000	785	2,000	5,000	5,000	5,000
31-820-2300	AUTO SUPPLIES	6,018	9,000	4,886	9,000	9,000	9,000	9,000
31-820-2600	GROUNDKEEPING SUPPLIES	13,170	20,000	21,005	22,000	20,000	20,000	20,000
31-820-3100	PROFESSIONAL SERVICES	3,103	1,000	610	1,000	1,000	1,000	1,000
31-820-3101	PROF SVCS-LAB TESTING	4,389	10,000	3,920	7,000	8,000	8,000	8,000
31-820-3300	DUES & SUBSCRIPTIONS	3,320	4,500	3,020	4,000	4,500	4,500	4,500
31-820-3600	STAFF DEVELOPMENT	71	2,000	1,934	2,000	4,000	4,000	4,000
31-820-3710	UNIFORMS	1,381	3,100	1,664	3,100	3,720	3,720	3,720
31-820-3720	OSHA COMPLIANCE ITEMS	239	1,000	0	1,000	1,000	1,000	1,000
31-820-4110	MAINT & REPAIR EQUIPMENT	33,128	45,000	16,699	45,000	45,000	45,000	45,000
31-820-4115	MAINT & REPAIR FACILITIES	0	10,000	4,559	10,000	10,000	10,000	10,000
31-820-4120	REPAIR & MAINT PLANT	39,442	45,000	36,809	45,000	45,000	45,000	45,000
31-820-4130	MAINT & REPAIR AUTOS	841	1,250	1,089	1,250	1,250	1,250	1,250
31-820-4300	TELEPHONE & POSTAGE	4,518	10,000	3,378	9,000	8,000	8,000	8,000
31-820-4400	UTILITIES	56,411	58,000	47,734	52,000	58,000	58,000	58,000
31-820-4910	SEWER TREATMENT-COUNTY O&M	460,561	525,000	175,770	525,000	525,000	525,000	525,000
31-820-5440	SEWER TREATMENT COST	2,909,696	2,909,697	2,872,436	2,909,697	2,868,509	2,868,509	2,868,509
31-820-5445	CAPITAL OUTLAY	0	15,000	0	15,000	-	-	-
31-820-6100	CONTRACTED SERVICES	4,593	7,500	4,629	7,000	12,000	12,000	12,000
31-820-6101	CONT SVC-SLUDGE REMOVAL	41,345	45,000	25,245	30,000	45,000	45,000	45,000
31-820-7110	DEBT SERVICE-PRINCIPAL	99,362	104,201	0	104,201	109,275	109,275	109,275
31-820-7120	INTEREST PAYMENTS	15,235	10,396	0	10,396	5,322	5,322	5,322
31-820-9100	EXPENDABLE EQUIPMENT	723	1,000	723	1,000	1,000	1,000	1,000
31-820-9672	TRANSFER TO CAPITAL RESERVE	0	250,000	0	250,000	150,000	150,000	150,000
31-820-9700	APPROPRIATED FUND BALANCE	-	-	-	-	471,872	471,872	471,872
31-820	DEPARTMENT TOTAL	4,049,476	4,507,307	3,629,947	4,528,094	4,819,950	4,819,950	4,819,950

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

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. (Caswell Beach & Capital Sewer Project)	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 =	\$5,000
2300	<u>AUTO 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 of 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 and GIS updates.	TOTAL =	\$1,000
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 =	\$8,000
3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials. 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> Estimated per past experience.(\$620 per employee). Amount has not changed in 5 years	TOTAL =	\$3,720
3720	<u>OSHA COMPLIANCE ITEMS</u> Estimated per past experience. Inventory of items for confined space equipment and devices.	TOTAL =	\$1,000
4110	<u>REPAIR & MAINTENANCE EQUIPMENT</u>	TOTAL =	\$45,000
4115	<u>MAINTENANCE & REPAIR BLDGS & GROUNDS</u> Estimated per past experience to cover repairs and maintenance of blowers, pumps, valves, timers, relays and other electrical equipment for both facilities.	TOTAL =	\$10,000
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.	TOTAL =	\$45,000
4130	<u>MAINTENANCE & REPAIR AUTOS</u> Estimated per past experience. Also for basic items on facility generators.	TOTAL =	\$1,250
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. Increase due to the additional flows from Caswell Beach and operation of SWRF.	TOTAL =	\$58,000

**TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

4910	<u>SEWER TREATMENT COST</u>		
	Payment to county for O&M Costs for treatment	TOTAL =	\$525,000
5445	<u>SEWER TREATMENT COST</u>		
	Payment to county for Capital Cost for Treatment. Principal (\$) Interest (\$)	TOTAL =	\$2,868,509
6100	<u>CONTRACTED SERVICES</u>		
	Based on facility generators maintenance and new Scada System as mandated in NPDS Permit.	TOTAL =	\$12,000
6101	<u>CONTRACTED SERVICES - SLUDGE REMOVAL</u>		
	Estimated per past experience. Current contract price is about \$0.15/gal hauled	TOTAL =	\$45,000
7110	<u>DEBT SERVICE-PRINCIPAL</u>		
	Land for Utility Plant	TOTAL =	\$109,275
7120	<u>INTEREST PAYMENTS</u>		
	Land for Utility Plant	TOTAL =	\$5,322
9100	<u>EXPENDABLE EQUIPMENT</u>		
		TOTAL =	\$1,000
9672	<u>TRANSFER TO CAPITAL RESERVE</u>		
	Transfer funds for planned capital expenditures	TOTAL =	\$150,000
9800	<u>APPROPRIATED FUND BALANCE</u>		
	Transfer funds for future funding needs	TOTAL =	\$471,872
		TOTAL	<u>\$3,963,076</u>

FY 2016 - 2017

EXPENDITURES

POSITIONS

Public Utilities Manager	1
Treatment Plant Operator	2
Utility Maint. Worker	2
Utility Maint. Mechanic	1
Instrumentation Control Tech.	1

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75-1	4,049,476	4,507,307	4,819,950	6.94%	6.94%
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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 - WASTEWATER TREATMENT (31-820)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME		\$ 261,310	\$ 261,310	\$ 261,310	\$ 261,310	\$ 44,555
RETIREES						
SUBTOTAL RETIREE INSURANCE		\$ -	\$ -	\$ -	\$ -	\$ 15,729
TOTAL BASE SALARIES		\$ 261,310	\$ 261,310	\$ 261,310	\$ 261,310	\$ 60,284
EFFECTIVE MERIT		\$ -	\$ 9,185	\$ 9,185	\$ 9,185	
CELLPHONE ALLOWANCE		\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	
OVERTIME		\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	
COLA		\$ -	\$ -	\$ -	\$ -	
CHRISTMAS BONUS		\$ -	\$ 1,575	\$ 1,575	\$ 1,575	
TOTAL ALL SALARIES & OVERTIME		\$ 288,110	\$ 288,870	\$ 288,870	\$ 288,870	
FRINGE BENEFIT COSTS						
ANNUAL INSURANCE		\$ 44,687	\$ 44,555	\$ 44,555	\$ 44,555	
HRA ALLOWANCE		\$ 3,150	\$ -	\$ -	\$ -	
FICA (7.65%)	7.65%	\$ 22,476	\$ 22,099	\$ 22,099	\$ 22,099	
UNEMPLOYMENT	217.00	\$ 22,000	\$ 1,519	\$ 1,519	\$ 1,519	
WORKERS COMPENSATION	\$		\$ 2,394	\$ 2,394	\$ 2,394	
LOCAL GOVERNMENT RE	7.35%	\$ -	\$ 21,232	\$ 21,232	\$ 21,232	
401K RETIREMENT	1.50%	\$ 1,500	\$ 4,333	\$ 4,333	\$ 4,333	
TOTAL FRINGE BENEFIT COSTS		\$ 93,813	\$ 96,132	\$ 96,132	\$ 96,132	
GRAND TOTAL PERSONNEL BUDGET		\$ 381,923	\$ 385,002	\$ 385,002	\$ 385,002	

NOTE: THE DIRECTOR OF PUBLIC WORKS SALARY IS SPLIT 1/3 BETWEEN THE PW ADMIN 10-545)
WATER (30) AND WASTEWATER (31) DEPARTMENTS.

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (COLLECTION)									
31-830-0200	SALARIES & WAGES - FULL TIME	165,967	199,378	149,020	180,000	174,229	174,229	174,229	174,229
31-830-0210	SALARIES & WAGES - OVERTIME	30,887	30,000	28,967	30,000	30,000	30,000	30,000	30,000
31-830-0250	CELL PHONE ALLOWANCE	0	3,000	800	3,000	2,400	2,400	2,400	2,400
31-830-0300	FICA EXPENSE	14,756	17,777	13,583	20,000	15,807	15,807	15,807	15,807
31-830-0410	GROUP INSURANCE	33,749	35,974	30,393	38,000	42,740	42,740	42,740	42,740
31-830-0420	HRA ALLOWANCE	5,404	6,450	6,851	6,851	-	-	-	-
31-830-0510	RETIREMENT EXPENSE	13,819	15,506	12,191	18,000	15,011	15,011	15,011	15,011
31-830-0520	401K SUPP RETIREMENT	2,520	4,588	1,996	3,000	3,063	3,063	3,063	3,063
31-830-0700	UNEMPLOYMENT	787	1,086	1,019	1,019	868	868	868	868
31-830-0800	WORKERS COMPENSATION	0	0	0	-	7,079	7,079	7,079	7,079
31-830-2100	DEPARTMENT SUPPLIES	1,176	1,250	631	1,250	1,250	1,250	1,250	1,250
31-830-2101	SEWER TAPS	0	30,000	0	30,000	30,000	30,000	30,000	30,000
31-830-2300	VEHICLE SUPPLIES	8,273	15,000	5,912	15,000	15,000	15,000	15,000	15,000
31-830-3100	PROFESSIONAL SERVICES	15,189	9,000	7,767	9,000	9,000	9,000	9,000	9,000
31-830-3300	DUES & SUBSCRIPTIONS	-80	3,000	910	3,000	3,000	3,000	3,000	3,000
31-830-3600	STAFF DEVELOPMENT	130	4,000	800	4,000	4,000	4,000	4,000	4,000
31-830-3710	UNIFORMS	1,008	2,480	617	2,480	2,480	2,480	2,480	2,480
31-830-3720	OSHA COMPLIANCE ITEMS	633	1,000	102	1,000	1,000	1,000	1,000	1,000
31-830-4110	MAINT & REPAIRS - FACILITIES	0	10,000	6,879	10,000	10,000	10,000	10,000	10,000
31-830-4120	MAINT & REPAIR EQUIPMENT	91,991	110,000	14,268	110,000	110,000	110,000	110,000	110,000
31-830-4130	MAINT & REPAIR AUTOS	1,197	3,500	2,800	3,500	3,500	3,500	3,500	3,500
31-830-4140	REPM/MAINT COLLECTION SYSTEM	159,750	250,000	211,426	270,000	250,000	250,000	250,000	250,000
31-830-4300	TELEPHONE & POSTAGE	5,027	9,000	4,352	6,000	9,000	9,000	9,000	9,000
31-830-4301	INTERNET ACCESS	1,988	1,500	1,588	1,500	1,500	1,500	1,500	1,500
31-830-4400	UTILITIES	276,390	290,000	193,964	280,000	290,000	290,000	290,000	290,000
31-830-5440	CAPITAL OUTLAY	36,441	525,000	260,841	525,000	175,000	175,000	175,000	175,000
31-830-5450	CAPITAL IMPROVMENTS	0	267,744	27,701	27,701	200,000	200,000	200,000	200,000
31-830-6100	CONTRACTED SERVICES	62,813	102,500	85,516	105,000	120,000	120,000	120,000	120,000
31-830-7110	DEBT SERVICE-PRINCIPAL	2,869,822	3,082,853	637,853	3,082,853	3,382,351	3,382,351	3,382,351	3,382,351
31-830-7120	DEBT SERVICE-INTEREST	4,855,237	4,639,909	2,264,878	4,639,909	4,052,955	4,052,955	4,052,955	4,052,955
31-830-9100	EXPENDABLE EQUIPMENT	2,853	1,000	134	2,100	1,000	1,000	1,000	1,000
31-830-9714	REIMBURSE ACCOMODATIONS FUND	0	350,000	350,000	350,000	350,000	350,000	350,000	350,000
31-830	DEPARTMENT TOTAL	8,657,726	10,022,495	4,323,761	9,779,163	9,312,233	9,312,233	9,312,233	9,312,233

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

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 =	\$1,250
2101	<u>SEWER TAPS</u> Materials needed to provide service connections to our customers.(5 on vac system, 4 on gravity system)	TOTAL =	\$30,000
2300	<u>VEHICLE SUPPLIES</u> Fuel, diesel, oil, etc. estimated per past experience.	TOTAL =	\$15,000
3100	<u>PROFESSIONAL SERVICES</u> Collection lines, piping materials, equipment, pumps, permit modifications. Estimated per past experience.	TOTAL =	\$9,000
3300	<u>DUES & SUBSCRIPTIONS</u> Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials. Permit renewals.	TOTAL =	\$3,000
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> Have kept the same price for the past (6) years at \$620 per employee.	TOTAL =	\$2,480
3720	<u>OSHA COMPLIANCE ITEMS</u> Estimated per past experience. Inventory of items for confined space equipment and devices.	TOTAL =	\$1,000
4110	<u>MAINTENANCE & REPAIR BLDGS AND GROUNDS</u> For repairs to Wastewater Dept Bldgs and Grounds	TOTAL =	\$10,000
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
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Estimated per past experience. Also for basic items on portable generators.	TOTAL =	\$3,500
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
4300	<u>TELEPHONE & POSTAGE</u> Estimated per past experience for 24/7 on call requirements plus Lift Stations and Vacuum Stations Alarm Systems.	TOTAL =	\$9,000
4301	<u>INTERNET ACCESS</u> Estimated at \$125 per month	TOTAL =	\$1,500
4400	<u>UTILITIES</u> Estimated per past experience for Lift Stations (33 total) plus Vacuum Stations (9).	TOTAL =	\$290,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

5440	<u>CAPITAL OUTLAY</u>			
	(2) Bush 25HP pumps for the Vac Stations, (1) 50HP Pump for 59th Street lift station. (2) 15HP Pumps for #1, #2 or #11 Lift Stations		TOTAL =	\$175,000
5450	<u>CAPITAL IMPROVEMENT</u>			
	(3) Power Transfer Cabinets Vac Stations, (3) Generator Cabinets (rebuilt-painted) (1) By-Pass Quick Connect #14 Lift Station Emergency replacement of broken pits. Rebuild 200 controlers, 100 Valves.		TOTAL =	\$200,000
6100	<u>CONTRACTED SERVICES</u>			
	Based on portable generator maintenance (\$10,000) and Lift Station maintenance Agreement \$4,236) Customer Tap Installation (\$70,000). Vac Station Inspection, Motor Calibrations and Crane Inspections		TOTAL =	\$120,000
7110	<u>DEBT SERVICE-PRINCIPAL</u>			
	2008A Revenue Bond	950,000		
	2009A Revenue Bond	1,305,000		
	2011 Revenue Bond	290,000		
	2015 Revenue Bond	185,000		
	SRLF - \$9,000,000	354,837		
	SRLF - \$8,500,000	297,514		
		Subtotal	3,382,351	TOTAL = \$3,382,351
7120	<u>DEBT SERVICE-INTEREST</u>			
	2008A Revenue Bond	1,259,363		
	2009A Revenue Bond	189,544		
	2011 Revenue Bond	494,581		
	2015 Revenue Bond	1,877,938		
	SRLF - \$9,000,000	109,811		
	SRLF - \$8,500,000	121,719		
		Subtotal	4,052,955	TOTAL = \$4,052,955
9100	<u>EXPENDABLE EQUIPMENT</u>			
	New Computer for SCADA System		TOTAL =	\$1,000
9714	<u>REIMBURSE ACCOMODATIONS FUND</u>			
	Reimburse Accomodations Fund for \$3,500,000 Loan at no interest for 10 years (3rd year)		TOTAL =	\$350,000
			TOTAL	<u>\$9,021,036</u>

FY 2015-2016

EXPENDITURES

-80-

AL	8,657,726	10,022,495	9,312,233	-7.09%	9,312,233	7.56%
T	-80-					

<u>PERSONNEL</u>	<u>FULL-TIME</u> 4	<u>PART-TIME</u>	<u>TOTAL</u> 4
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<u>POSITIONS</u>	
Collection System Supervisor	1
Collection System Mechanic	2
Utility Maintenance Mechanic	1
TOTAL	4

TOWN OF OAK ISLAND
BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insurance
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME						
		\$ 168,313	\$ 168,313	\$ 168,313	\$ 168,313	\$ 42,740
CELLPHONE ALLOWANCE		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
SUBTOTAL SALARIES		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
SUBTOTAL BASE SALARIES & CHRISTMAS BONUS						
		\$ 170,713	\$ 170,713	\$ 170,713	\$ 170,713	
EFFECTIVE MERIT		-	5,916	5,916	5,916	
OVERTIME		30,000	30,000	30,000	30,000	
COLA	0.00%		-	-	-	
CHRISTMAS BONUS			900	900	900	
TOTAL ALL SALARIES & OVERTIME		\$ 200,713	\$ 206,629	\$ 206,629	\$ 206,629	
FRINGE BENEFIT COSTS						
ANNUAL INSURANCE		6,450	42,740	42,740	42,740	
HRA ALLOWANCE	0.00%	15,506	-	-	-	
FICA & MEDICARE	7.65%	35,974	15,807	15,807	15,807	
UNEMPLOYMENT (\$21 \$	217.00	1,250	868	868	868	
WORKERS COMPENSATION		-	7,079	7,079	7,079	
LOCAL RETIREMENT	7.35%	4,588	15,011	15,011	15,011	
401K RETIREMENT	1.50%	1,086	3,063	3,063	3,063	
TOTAL FRINGE BENEFIT COSTS		\$ 64,854	\$ 84,568	\$ 84,568	\$ 84,568	
GRAND TOTAL PERSONNEL BUDGET		\$ 265,567	\$ 291,197	\$ 291,197	\$ 291,197	

TOWN OF OAK ISLAND
REVENUES STORMWATER FUND (32)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
32-300-1500	INTEREST EARNED	235	125	14	14	0	0	0
32-300-5310	STORMWATER FEES - RESIDENTIAL	175,240	198,356	162,018	199,700	313,830	313,830	313,830
32-300-5320	STORMWATER FEES - COMMERCIAL	21,984	25,000	17,259	25,000	39,223	39,223	39,223
32-300-9772	TRANSFER FROM CAPITAL RESERVES	0	28,767	28,767	28,767	0	0	0
TOTAL SOLID WASTE FUND		197,458	252,248	208,058	253,481	353,053	353,053	353,053

TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 2013 - 14	CURRENT BUDGET FY 2014 - 15	YTD		ESTIMATED 6/30/15 YE EXPENSE	DEPT. REQUEST FY 2015 -16	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
<u>PUBLIC WORKS - STORMWATER</u>									
32-562-0220	SALARIES & WAGES - FULL TIME	73,744	75,640	63,945	100,000	120,879	120,879	120,879	120,879
32-562-0220	SALARIES & WAGES - OVERTIME		-	420	500	2,000	2,000	2,000	2,000
32-562-0300	FICA EXPENSE	4,929	5,786	4,657	100,038	9,400	9,400	9,400	9,400
32-562-0410	GROUP INSURANCE	16,070	18,238	12,765	20,238	21,874	21,874	21,874	21,874
32-562-0420	HRA ALLOWANCE	2,701	3,400	3,472	3,472	0	0	0	0
32-562-0510	RETIREMENT	4,947	5,113	4,348	5,113	9,032	9,032	9,032	9,032
32-562-0520	401K SUPP RETIREMENT	260	1,513	420	1,513	1,843	1,843	1,843	1,843
32-562-0700	UNEMPLOYMENT	400	435	408	435	651	651	651	651
32-562-0800	WORKERS COMPENSATION	0	-	0	0	1,717	1,717	1,717	1,717
32-562-2100	DEPARTMENTAL SUPPLIES	2,602	3,790	626	3,790	3,400	3,400	3,400	3,400
32-562-2300	VEHICLE SUPPLIES	0	3,250	1,832	3,250	2,000	2,000	2,000	2,000
32-562-3100	PROFESSIONAL SERVICES	2,883	10,000	7,453	10,000	10,000	10,000	10,000	10,000
32-562-3200	NPDES-PUBLIC EDUCATION	1,246	3,500	788	3,500	3,000	3,000	3,000	3,000
32-562-3600	STAFF DEVELOPMENT	195	1,500	0	0	3,000	3,000	3,000	3,000
32-562-3710	UNIFORMS	0	960	853	960	1,860	1,860	1,860	1,860
32-562-3720	OSHA COMPLIANCE ITEMS	0	1,000	0	1,000	1,000	1,000	1,000	1,000
32-562-4130	MAINT & REPAIR VEHICLES	512	-	0	500	3,000	3,000	3,000	3,000
32-562-4140	MAINT & REPAIR DRAINAGE	5,187	10,000	2,662	7,500	20,000	20,000	20,000	20,000
32-562-4300	TELEPHONE & POSTAGE	404	750	194	750	450	450	450	450
32-562-5420	CAPITAL OUTLAY - EQUIPMENT	0	202,518	173,751	173,751	0	0	0	0
32-562-6100	CONTRACTED SERVICES	11,693	26,806	28,100	30,000	22,500	22,500	22,500	22,500
32-562-6101	DRAINAGE PROJECTS	6,804	20,000	11,885	20,000	20,000	20,000	20,000	20,000
32-562-6102	WATER QUALITY MONITORING	4,500	31,800	5,003	31,800	10,000	10,000	10,000	10,000
32-562-9672	TRANSFER TO CAPITAL RESERVE	0	-	0	0	85,447	85,447	85,447	85,447
32-562	DEPARTMENT TOTAL	139,077	425,999	323,580	518,111	353,053	353,053	353,053	353,053

**TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100	<u>DEPARTMENTAL SUPPLIES</u> Estimated funds to purchase supplies.	TOTAL =	\$3,400
2300	<u>VEHICLE SUPPLIES</u> Gas, oil, etc. for department vehicle use.	TOTAL =	\$2,000
3100	<u>PROFESSIONAL SERVICES</u> Estimated funds needed for consulting to update the GIS stormwater inventory and engineering service for structural BMP design and large-scale stormwater management plan reviews.	TOTAL =	\$10,000
3200	<u>NPDES-PUBLIC EDUCATION</u> Funds for development and distribution of public education materials to identified user groups and conducting outreach programs.	TOTAL =	\$3,000
3600	<u>STAFF DEVELOPMENT</u> Estimated funds needed for travel and training (e.g., sediment and erosion control, stormwater regulations, GIS/GPS, clean water contractor, rain garden certification).	TOTAL =	\$3,000
3710	<u>UNIFORMS</u> 3 people at \$620.00 each	TOTAL =	\$1,860
3720	<u>OSHA COMPLIANCE ITEMS</u> For material, equipment, etc. for safety compliance.	TOTAL =	\$1,000
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Funds for minor vehicle repairs.	TOTAL =	\$3,000
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.	TOTAL =	\$20,000
4300	<u>TELEPHONE & POSTAGE</u> Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$450
6100	<u>CONTRACTED SERVICES</u> Estimated expenses needed for repairs during the year. Also includes \$12,500 for Moffat & Nichol stormwater study	TOTAL =	\$22,500
6101	<u>DRAINAGE PROJECTS</u> Estimated funds needed for the materials for new long-term drainage improvement projects, including stone, landscape fabric, topsoil if needed, and support equipment rental if necessary.	TOTAL =	\$20,000
6102	<u>WATER QUALITY MONITORING</u> Funds for water sampling and analysis for Water Quality Group Requests.	TOTAL =	\$10,000
9672	<u>TRANSFER TO CAPITAL RESERVE</u> Funding for future equipment purchases and engineering studies as needed and implementation of stormwater solutions.	TOTAL =	\$85,447
TOTAL			<u>\$ 185,657</u>

TOWN OF OAK ISLAND
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 13 - 14 ACTUAL</u>	<u>FY 14 - 15 BUDGET</u>	<u>REQUESTED FY 15 - 16</u>		<u>REQUESTED FY 15 - 16</u>		<u>APPROVED FY 15 - 16</u>		<u>POSITIONS</u>
			<u>BUDGET</u>	<u>CHANGE</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>BUDGET</u>	<u>CHANGE</u>	
Salaries/Benefits	103,051	110,125	167,396	52.01%	167,396	52.01%	167,396	52.01%	Equipment Operator (NEW) 1
Operating Expenses	31,526	284,074	90,210	-68.24%	90,210	-68.24%	90,210	-68.24%	Heavy Equipment Operator 1
Capital Outlay	4,500	31,800	10,000		10,000		10,000		Stormwater Administrator(NEW) 1
Debt Service									
Transfers	0	-	85,447	0.00%	85,447	0.00%	85,447	0.00%	
Contingency		-	-		-		-	0.00%	
TOTAL	139,077	425,999	353,053	-17.12%	353,053	-17.12%	353,053	-17.12%	TOTAL 3

PERSONNEL
FULL-TIME 3
PART-TIME 0
TOTAL 3

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

DEPARTMENT: 32-562 STORMWATER

NAME	POSITION	Current Salary	Requested Salary	Recommended Salary	Approved Salary	Annual Insurance	#
SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME		\$ 116,122	\$ 116,122	\$ 116,122	\$ 116,122	\$ 21,874	3
NO PART TIME EMPLOYEES							
SUBTOTAL SALARIES-TEMPORARY PART-TIME		\$ -	\$ -	\$ -	\$ -		
TOTAL ALL SALARIES		\$ 116,122	\$ 116,122	\$ 116,122	\$ 116,122		
OVERTIME							
EFFECTIVE MERIT		\$ -	\$ 2,000	\$ 2,000	\$ 2,000		
CHRISTMAS BONUS		\$ 3,160	\$ 4,082	\$ 4,082	\$ 4,082		
TOTAL SALARIES & OVERTIME	\$225	\$ 450	\$ 675	\$ 675	\$ 675		
		\$ 119,732	\$ 122,879	\$ 122,879	\$ 122,879		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 18,238	\$ 21,874	\$ 21,874	\$ 21,874		
HRA ALLOWANCE	0.00%	\$ 3,400	\$ -	\$ -	\$ -		
FICA & MEDICARE	7.65%	\$ 5,786	\$ 9,400	\$ 9,400	\$ 9,400		
UNEMPLOYMENT	\$217	\$ 435	\$ 651	\$ 651	\$ 651		
WORKERS COMPENSATION		\$ -	\$ 1,717	\$ 1,717	\$ 1,717		
LOCAL RETIREMENT	7.35%	\$ 5,113	\$ 9,032	\$ 9,032	\$ 9,032		
401K RETIREMENT	1.50%	\$ 1,513	\$ 1,843	\$ 1,843	\$ 1,843		
TOTAL FRINGE BENEFIT COSTS		\$ 34,485	\$ 44,517	\$ 44,517	\$ 44,517		
GRAND TOTAL PERSONNEL BUDGET		\$ 154,217	\$ 167,396	\$ 167,396	\$ 167,396		

TOWN OF OAK ISLAND
REVENUES SOLID WASTE FUND (35)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
35-300-1500	INTEREST EARNED	82	75	8	14	0	0	0
35-300-3250	SOLID WASTE DISPOSAL TAX	3,524	1,500	0	1,500	1,500	1,500	1,500
35-300-5410	SOLID WASTE COLLECTION FEES	940,489	910,000	956,764	860,000	910,000	910,000	910,000
35-300-8100	MISCELLANEOUS REVENUE	4,125	0	0	0	0	0	0
35-300-8420	SALE OF MATERIALS	5,148	0	2,463	0	0	0	0
35-300-9710	TRANSFER FROM GENERAL FUND	135,000	65,196	0	44,216	66,988	66,988	66,988
35-300-9772	TRANSFER FROM CAPITAL RESERVE	165,000	0	0	0	0	0	0
35-300-9800	APPROPRIATED FUND BALANCE	0	141,027	0	141,027	0	0	0
TOTAL SOLID WASTE FUND		1,253,369	1,117,798	959,235	1,046,757	978,488	978,488	978,488

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
SOLID WASTE FUND: 35-580									
35-580-0220	SALARIES & WAGES - FULL TIME	68,471	160,462	140,108	135,389	163,435	163,435	163,435	163,435
35-580-0240	SALARIES & WAGES - OVERTIME	2,579	10,000	12,940	4,092	10,000	10,000	10,000	10,000
35-580-0250	CELL PHONE ALLOWANCE		600	800	600	1,200	1,200	1,200	1,200
35-580-0300	FICA EXPENSE	6,600	13,086	11,484	10,570	13,360	13,360	13,360	13,360
35-580-0410	GROUP INSURANCE	15,333	26,342	19,096	26,342	27,375	27,375	27,375	27,375
35-580-0420	HRA ALLOWANCE	2,325	1,400	0	1,400	-	-	-	-
35-580-0510	RETIREMENT	4,910	11,523	10,376	11,523	12,747	12,747	12,747	12,747
35-580-0520	401K SUPP RETIREMENT	640	3,409	1,542	3,409	2,602	2,602	2,602	2,602
35-580-0700	UNEMPLOYMENT	681	869	815	869	868	868	868	868
35-580-0800	WORKERS COMPENSATION	0	-	0	0	3,741	3,741	3,741	3,741
35-580-2100	DEPARTMENTAL SUPPLIES	1,514	2,000	2,508	2,000	2,500	2,500	2,500	2,500
35-580-2300	VEHICLE SUPPLIES	33,538	30,000	14,804	30,000	30,000	30,000	30,000	30,000
35-580-3710	UNIFORMS	418	1,600	1,620	1,600	2,160	2,160	2,160	2,160
35-580-4130	MAINT & REPAIR VEHICLES	43,570	42,812	29,647	42,500	42,500	42,500	42,500	42,500
35-580-4140	MAINT & REPAIR RAMP	0	-	0	0	18,000	18,000	18,000	18,000
35-580-4300	TELEPHONE & POSTAGE	600	1,000	0	1,000	1,000	1,000	1,000	1,000
35-580-5420	CAPITAL OUTLAY - EQUIPMENT	0	160,715	169,211	164,863	-	-	-	-
35-580-6100	CONTRACTED SERVICES	113,504	121,500	118,373	118,500	97,500	97,500	97,500	97,500
35-580-6410	SOLID WASTE DISPOSAL FEES	3,398	15,000	8,109	4,500	15,000	15,000	15,000	15,000
35-580-6420	RECYCLING PROGRAM-HOUSEHOLD	461,336	434,980	420,942	395,000	414,000	414,000	414,000	414,000
35-580-6430	YARD WASTE RECYCLE	82,518	80,000	56,100	60,000	120,000	120,000	120,000	120,000
35-580-9100	EXPENDABLE EQUIPMENT	589	500	0	350	500	500	500	500
35-580	DEPARTMENT TOTAL	842,525	1,117,798	1,018,475	1,014,507	978,488	978,488	978,488	978,488

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENTAL SUPPLIES</u> Supplies include trash bags for beach trash program	TOTAL =	\$2,500
2300	<u>VEHICLE SUPPLIES</u> Gas, oil, etc. for department vehicle use.	TOTAL =	\$30,000
3710	<u>UNIFORMS</u> Uniforms for (4) employees at \$540.00 each	TOTAL =	\$2,160
4130	<u>MAINTENANCE & REPAIR VEHICLES</u> Estimated per past experience. At least 10,000 over this year	TOTAL =	\$42,500
4130	<u>MAINTENANCE & REPAIR RAMPS</u> Maintenance of Ramps for maintenance & improvements to ramp for Beach Access Recycling	TOTAL =	\$18,000
4300	<u>TELEPHONE & POSTAGE</u> Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$1,000
6100	<u>CONTRACTED SERVICES</u> Second summer pickup (\$1,660 X 4.5 X 6.3 = \$47,500 Extra trash, Beach access, recycling poly carts in parks, also ordinance trash disposal site at Middleton Park. Miscellaneous Item Pickup Total	47,500 40,000 10,000 97,500 TOTAL =	\$97,500
6410	<u>SOLID WASTE DISPOSAL FEE</u> Funds required for c+d debris and general trash generated from maintenance work or picked up and delivered to the county landfill	TOTAL =	\$15,000
6420	<u>HOUSEHOLD RECYCLING</u> Curbside recycling for 7,900 residential units	TOTAL =	\$414,000
6430	<u>YARD WASTE RECYCLE - TUB GRINDING</u> Funds to dispose of yard debris by tub grinding. The price of grinding has increased 50%	TOTAL =	\$120,000
9100	<u>EXPENDABLE ASSETS</u> Includes gas powered tools for debris clean up	TOTAL =	\$500
TOTAL			\$ 743,160

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOLID WASTE FUND (35-580)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME							
		\$ 167,916	\$ 157,016	\$ 157,016	\$ 157,016	\$	4
CELLPHONE ALLOWANCE		\$ 600	\$ 1,200	\$ 1,200	\$ 1,200		
SUBTOTAL SALARIES		\$ 600	\$ 1,200	\$ 1,200	\$ 1,200		
TOTAL ALL SALARIES							
		\$ 168,516	\$ 158,216	\$ 158,216	\$ 158,216		
EFFECTIVE MERIT		\$ -	\$ 5,519	\$ 5,519	\$ 5,519		
OVERTIME		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		
COLA	0.00%	\$ -	\$ -	\$ -	\$ -		
CHRISTMAS BONUS		\$ 900	\$ 900	\$ 900	\$ 900		
TOTAL SALARIES & OVERTIME		\$ 178,516	\$ 174,635	\$ 174,635	\$ 174,635		
FRINGE BENEFIT COSTS							
ADDITIONAL INSURANCE		\$ 26,342	\$ 27,375	\$ 27,375	\$ 27,375		
CELLPHONE ALLOWANCE		\$ 1,400	\$ -	\$ -	\$ -		
FICA & MEDICARE	7.65%	\$ 13,086	\$ 13,360	\$ 13,360	\$ 13,360		
UNEMPLOYMENT	\$217	\$ 869	\$ 868	\$ 868	\$ 868		
WORKERS COMPENSATION		\$ 3,741	\$ 3,741	\$ 3,741	\$ 3,741		
LOCAL RETIREMENT	7.35%	\$ 11,523	\$ 12,747	\$ 12,747	\$ 12,747		
401K RETIREMENT	1.50%	\$ 3,409	\$ 2,602	\$ 2,602	\$ 2,602		
TOTAL FRINGE BENEFIT COSTS		\$ 56,629	\$ 60,693	\$ 60,693	\$ 60,693		
GRAND TOTAL PERSONNEL BUDGET							
		\$ 235,145	\$ 235,328	\$ 235,328	\$ 235,328		

TOWN OF OAK ISLAND
REVENUES SOUTH HARBOR GOLF FUND (38)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
38-300-5510	GREEN FEE PLAY	99,500	99,500	75,538	99,500	99,500	99,500	99,500
38-300-5520	ANNUAL MEMBERSHIPS	24,000	24,000	20,550	24,000	24,000	24,000	24,000
38-300-5530	MERCHANDISE SALES	12,500	12,500	5,480	12,500	12,500	12,500	12,500
38-300-8951	SPONSORSHIPS	0	3,300	3,300	3,300	0	0	0
38-300-9710	TRANSFER FROM GENERAL FUND - OPERATIONS	57,022	136,650	120,000	136,650	129,240	129,240	129,240
38-300-9710	TRANSFER FROM GENERAL FUND - CAPITAL					62,585	62,585	62,585
TOTAL SOUTH HARBOR GOLF FUND		193,022	275,950	224,867	275,950	327,825	327,825	327,825

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
<u>SOUTH HARBOR GOLF - GROUNDS MAINTENANCE</u>								
38-501-0220	SALARIES & WAGES - FULL TIME	71,430	71,588	57,308	72,569	72,238	72,238	72,238
38-501-0230	SALARIES & WAGES - PART TIME		2,000	0	0	4,800	4,800	4,800
38-501-0250	CELL PHONE ALLOWANCE	600	600	100	600	600	600	600
38-501-0300	FICA EXPENSE	5,677	5,675	1,021	5,675	5,939	5,939	5,939
38-501-0410	GROUP INSURANCE	12,791	15,175	6,257	10,492	11,816	11,816	11,816
38-501-0420	HRA ALLOWANCE	2,000	1,050	0	0	-	-	-
38-501-0510	RETIREMENT	0	4,738	4,036	4,738	5,097	5,097	5,097
38-501-0520	401K SUPP RETIREMENT	184	1,402	0	1,402	1,040	1,040	1,040
38-501-0700	UNEMPLOYMENT	0	433	406	406	434	434	434
38-501-0800	WORKERS COMPENSATION	134	-	2,376	2,376	2,463	2,463	2,463
38-501-2101	CHEMICALS/FERTILIZERS/SOIL	12,853	15,000	15,653	15,000	15,000	15,000	15,000
38-501-2102	GOLF COURSE SUPPLIES	7,839	8,000	6,464	8,000	8,000	8,000	8,000
38-501-2300	VEHICLE SUPPLIES	4,562	5,650	4,638	5,650	5,650	5,650	5,650
38-501-3710	UNIFORMS	243	-	0	0	700	700	700
38-501-4120	REPAIRS & MAINT -EQUIPMENT	12,898	22,000	21,059	20,000	22,000	22,000	22,000
38-501-4300	TELEPHONE & POSTAGE	600	-	0	0	600	600	600
38-501-4400	UTILITIES	6,273	6,000	6,403	6,000	6,600	6,600	6,600
38-501-5401	CAPITAL OUTLAY		28,000	30,674	30,674	62,585	62,585	62,585
38-501-6100	CONTRACTED SERVICES	2,471	500	61	500	3,800	3,800	3,800
38-501-9100	EXPENDABLE EQUIPMENT	0	2,000	0	2,000	500	500	500
38-501	DEPARTMENT TOTAL	140,554	189,811	156,457	186,082	229,862	229,862	229,862

SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2101	<u>CHEMICALS/FERTILIZERS/SOIL</u> Estimated funds to purchase chemicals, fertilizers, etc.	TOTAL =	\$15,000
2102	<u>GOLF COURSE SUPPLIES</u> Purchase supplies for course flags, boxes, cups, etc.	TOTAL =	\$8,000
2300	<u>VEHICLE SUPPLIES</u> Gas, oil, etc. for department vehicle use.	TOTAL =	\$5,650
3710	<u>UNIFORMS</u> Full time employees: (10) shirts @ \$20.00, (10) pants @ \$40.00 each and (2) pair boots @ \$140.00 each	TOTAL =	\$700
4120	<u>EQUIPMENT REPAIRS AND MAINTENANCE</u> Includes reel grinding. Backlapping, bedknife grinding, etc. on a biweekly basis	TOTAL =	\$22,000
4300	<u>TELEPHONE & POSTAGE</u> Estimated from past experience	TOTAL =	\$600
4400	<u>UTILITIES</u> Estimated from past experience	TOTAL =	\$6,600
5401	<u>CAPITAL OUTLAY - EQUIPMENT</u> Debris blower, Toro Greenmaster 3120 & Toro Greenmaster 3150-Q	TOTAL =	\$62,585
6100	<u>CONTRACTED SERVICES</u> Irrigation Control and pump system repairs. Aquatic Spraying # \$150.x 12 months \$1,800.00)	TOTAL =	\$3,800
9100	<u>EXPENDABLE EQUIPMENT</u> Gas powered maintenance tools such as trimmers, blowers, chainsaws, irrigation heads, etc.	TOTAL =	\$500
			TOTAL = \$125,435

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	92,816	102,661	104,427	1.72%	104,427	1.72%	Full Time Greenskeeper 1
Operating Expenses	47,738	59,150	62,850	6.26%	62,850	6.26%	Maintenance Worker 1
Capital Outlay	0	28,000	62,585	123.52%	62,585	123.52%	2
Contingency	-	-	-	0.00%	-	0.00%	Part Time Grounds Maintenance 1
TOTAL	140,554	189,811	229,862	21.10%	229,862	21.10%	TOTAL 3
<u>PERSONNEL</u>	<u>FULL-TIME 2</u>	<u>PART-TIME 1</u>	<u>TOTAL 3</u>				

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE	#
SUBTOTAL SALARIES-FULLTIME		\$ 69,350	\$ 69,350	\$ 69,350	\$ 69,350	\$ 11,816	2
Cell Phone Allowance		\$ 600	\$ 600	\$ 600	\$ 600		
(1 @ \$10.00 per Hour)	Grounds Maintenance	\$ 2,000	\$ 4,800	\$ 4,800	\$ 4,800		
SUBTOTAL SALARIES-TEMPORARY PART-TIME		\$ 2,600	\$ 5,400	\$ 5,400	\$ 5,400		1
TOTAL ALL SALARIES		\$ 71,950	\$ 74,750	\$ 74,750	\$ 74,750		
EFFECTIVE MERIT		\$ -	\$ 2,438	\$ 2,438	\$ 2,438		
COLA		\$ -	\$ -	\$ -	\$ -		
CHRISTMAS BONUS		\$ -	\$ 450	\$ 450	\$ 450		
TOTAL SALARIES & OVERTIME		\$ 71,950	\$ 77,638	\$ 77,638	\$ 77,638		
FRINGE BENEFIT COSTS							
ANNUAL INSURANCE		\$ 15,175	\$ 11,816	\$ 11,816	\$ 11,816		
CELL ALLOWANCE		\$ 1,050	\$ -	\$ -	\$ -		
FICA & MEDICARE		\$ 5,675	\$ 5,939	\$ 5,939	\$ 5,939		
UNEMPLOYMENT		\$ 433	\$ 434	\$ 434	\$ 434		
WORKERS COMPENSATION		\$ -	\$ 2,463	\$ 2,463	\$ 2,463		
LOCAL RETIREMENT		\$ 4,738	\$ 5,097	\$ 5,097	\$ 5,097		
401K RETIREMENT		\$ 1,402	\$ 1,040	\$ 1,040	\$ 1,040		
TOTAL FRINGE BENEFIT COSTS		\$ 28,473	\$ 26,790	\$ 26,790	\$ 26,790		
GRAND TOTAL PERSONNEL BUDGET		\$ 100,423	\$ 104,427	\$ 104,427	\$ 104,427		

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD		ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
				EXPENDED AS OF 4/30/16					
SOUTH HARBOR GOLF - OPERATIONS									
38-738-0220	SALARIES & WAGES - PART TIME	28,141	47,349	21,667		46,000	59,631	59,631	59,631
38-738-0500	FICA EXPENSE	2,222	3,622	3,182		3,622	4,562	4,562	4,562
38-738-0510	OLDERS RETIREMENT	0	400	299					
38-738-0700	UNEMPLOYMENT	0	468	439		455	570	570	570
38-738-2100	PRO SHOP SUPPLIES	3,405	3,900	1,386		3,750	4,000	4,000	4,000
38-738-2101	DEPARTMENTAL SUPPLIES		2,750	806		2,650	2,750	2,750	2,750
38-738-2102	MERCHANDISING EXPENSE	3,425	5,000	2,816		4,800	5,000	5,000	5,000
38-738-2400	PROGRAM & ACTIVITY SUPPLIES	576	2,000	497		1,800	2,000	2,000	2,000
38-738-3200	ADVERTISING	859	5,500	5,415		1,200	4,000	4,000	4,000
38-738-4120	EQUIPMENT REPAIRS & MAINT.	0	250	229		200	250	250	250
38-738-4300	TELEPHONE & POSTAGE	0	800	0		800	800	800	800
38-738-4400	UTILITIES	4,211	3,500	2,836		3,500	3,500	3,500	3,500
38-738-4401	INTERNET ACCESS	0	1,200	500		1,200	1,200	1,200	1,200
38-738-6100	CONTRACTED SERVICES	0	420	594		400	400	400	400
38-738-6210	PRO SHOP LEASE	900	1,200	1,200		1,200	1,200	1,200	1,200
38-738-6220	EQUIPMENT LEASE / RENTAL	8,728	7,500	6,105		7,400	7,500	7,500	7,500
38-738-6600	CREDIT CARD FEES	0	280	273		600	600	600	600
38-738	DEPARTMENT TOTAL	52,468	86,139	48,243		79,577	97,963	97,963	97,963

TOWN OF OAK ISLAND
BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>PRO SHOP SUPPLIES</u> Estimated funds to purchase supplies.	TOTAL =	\$4,000
2101	<u>DEPARTMENTAL SUPPLIES</u> Estimated funds to purchase supplies.	TOTAL =	\$2,750
2102	<u>MERCHANDISING EXPENSE</u> pro shop merchandise for resale	TOTAL =	\$5,000
2400	<u>TOURNAMENT EXPENSES</u> golf tournaments for memebers and to promote the golf course	TOTAL =	\$2,000
3200	<u>ADVERTISING</u> Anticipated local advertising to encourage to play at course	TOTAL =	\$4,000
4120	<u>EQUIPMENT REPAIRS & MAINTENANCE</u> Estimated from past experience	TOTAL =	\$250
4300	<u>TELEPHONE & POSTAGE</u> Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.	TOTAL =	\$800
4301	<u>INTERNET ACCESS</u> Required for new credit card billing	TOTAL =	\$3,500
4400	<u>UTILITIES</u> Estimated from past experience	TOTAL =	\$1,200
6100	<u>CONTRACTED SERVICES</u>	TOTAL =	\$400
6210	<u>PRO SHOP LEASE</u> Same as prior year	TOTAL =	\$7,500
6220	<u>EQUIPMENT LEASE/RENTAL</u> Estimated per past experience.	TOTAL =	\$600
6600	<u>CREDIT CARD FEES</u> Estimated per past experience.	TOTAL =	\$1,200
		TOTAL =	\$33,200

TOWN OF OAK ISLAND
SOUTH HARBOR GOLF - OPERATIONS
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	30,363	51,839	64,763	24.93%	64,763	24.93%	Pro Shop Attendants
Operating Expenses	22,104	34,300	33,200	-3.21%	33,200	-3.21%	
Capital Outlay	0	-	-	-	-	-	
TOTAL	52,468	86,139	97,963	13.73%	97,963	13.73%	TOTAL
<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 2016 - 2017

NAME	POSITION	CURRENT SALARY	Requested Salary	RECOMMENDED SALARY	APPROVED SALARY	ANNUAL INSURANCE #
No Full Time Employees						
SUBTOTAL SALARIES-FULLTIME		\$ -	\$ -	\$ -	\$ -	-
SUBTOTAL SALARIES-TEMPORARY PART-TIME		\$ 56,980	\$ 56,980	\$ 56,980	\$ 56,980	6
TOTAL ALL SALARIES		\$ 56,980	\$ 56,980	\$ 56,980	\$ 56,980	
EFFECTIVE MERIT		\$ 454	\$ 2,003	\$ 2,003	\$ 2,003	
CHRISTMAS BONUS		\$ -	\$ 648	\$ 648	\$ 648	
TOTAL SALARIES & OVERTIME		\$ 57,434	\$ 59,631	\$ 59,631	\$ 59,631	
FRINGE BENEFIT COSTS						
ANNUAL INSURANCE		\$ -	\$ -	\$ -	\$ -	
UNEMPLOYMENT		\$ 3,622	\$ 4,562	\$ 4,562	\$ 4,562	
LOCAL RETIREMENT		\$ 455	\$ 570	\$ 570	\$ 570	
401K RETIREMENT		\$ -	\$ -	\$ -	\$ -	
TOTAL FRINGE BENEFIT COSTS		\$ 4,077	\$ 5,132	\$ 5,132	\$ 5,132	
GRAND TOTAL PERSONNEL BUDGET		\$ 61,511	\$ 64,763	\$ 64,763	\$ 64,763	

TOWN OF OAK ISLAND
REVENUES SEWER DISTRICT FUND (39)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
39-300-1500	INTEREST EARNED	154	150	0	0	0	0	0
39-300-5610	SDF REVENUE - CURRENT YEAR	2,169,016	2,291,239	2,270,232	2,264,309	2,291,239	2,291,239	2,291,239
39-300-5620	SDF REVENUE - PRIOR YEAR	101,620	50,000	2,939	40,000	10,000	10,000	10,000
39-300-8952	SDF INTEREST AND CHARGES	0	0	0	0	0	0	0
39-300	TOTAL SEWER DISTRICT FEE FUND	2,270,791	2,341,389	2,273,171	2,304,309	2,301,239	2,301,239	2,301,239

TOWN OF OAK ISLAND
SEWER DISTRICT FEE (39-835)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED FY 15 - 16 EXPENSE	DEPT. REQUEST FY 2015 - 16	MANAGER RECOMMENDS	COUNCIL APPROVED
39-835-9631	TRANSFER TO WASTEWATER FUND	2,270,791	2,341,389	2,270,232	2,079,790	2,301,239	2,301,239	2,301,239
39-835	DEPARTMENT TOTAL	2,270,791	2,341,389	2,270,232	2,079,790	2,301,239	2,301,239	2,301,239

TOWN OF OAK ISLAND
REVENUES ACCOMMODATIONS TAX FUND (45)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As Of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommendations	Council Approved
45-300-1500	INTEREST EARNED	366	375	31	31	0	0	0
45-300-8102	MISCELLANEOUS REVENUES	920	1,000	0	0	1,000	1,000	1,000
45-300-5700	ACCOMODATIONS RECEIPTS	770,603	600,000	602,146	600,000	600,000	600,000	600,000
45-300-6100	SAND PROJECT ASSESSMENTS	300	0	0	0	0	0	0
45-300-9765	REPAYMENT - WASTEWATER CAPITAL PROJECT	56,000	56,000	56,000	56,000	56,000	56,000	56,000
45-300-9738	TRANSFER FROM GOLF COURSE	122,000	0	0	0	0	0	0
45-300-9800	APPROPRIATED FUND BALANCE		2,859					
TOTAL ACCOMMODATIONS TAX FUND		950,189	660,234	658,176	656,031	657,000	657,000	657,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
FY 2016 - 2017

Account Number	Description	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
ACCOMMODATIONS TAX FUND 45-745								
45-745-2100	DEPARTMENTAL SUPPLIES	678	0	0	0	0	0	0
45-745-3101	PROFESSIONAL SERVICES	0	20,000	40,340	20,000	20,000	20,000	20,000
45-745-4110	REPAIRS & MAINT - GREENHOUSES	70	2,000	1,424	2,000	2,000	2,000	2,000
45-745-4115	TOURISM & MARKETING DEVELOP.	0			-	45,000	45,000	45,000
45-745-4116	BEACH 30 YR MAINTENANCE PLAN	7,318	150,000	177,046	180,000	150,000	150,000	150,000
45-745-4400	UTILITIES - GREENHOUSES	7,265	6,000	4,795	6,000	6,000	6,000	6,000
45-745-6100	CONTRACTED SERVICES	25,020	10,000	0	10,000	10,000	10,000	10,000
45-745-4140	BULKHEADING	6,500	12,000	272	12,000	24,000	24,000	24,000
45-745-4112	REPAIRS - OAK ISLAND PIER	199,145	115,565	70,774	117,706	150,000	150,000	150,000
45-745-5420	CAPITAL OUTLAY	0	26,000	25,633	26,000	-	-	-
45-745-9646	TRANSFER TO GOLF COURSE	65,000	-	0	-	-	-	-
45-745-9647	TRANSFER TO GF- PIER DEBT					22,853	22,853	22,853
45-745-9700	RESERVE FOR FUND BALANCE	639,193	318,669	337,892	282,325	182,147	182,147	182,147
45-745-9711	RESERVE FOR PIER REPAIRS					45,000	45,000	45,000
45-745 DEPARTMENT TOTAL		950,189	660,234	658,176	656,031	657,000	657,000	657,000

TOWN OF OAK ISLAND
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

2100	<u>DEPARTMENTAL SUPPLIES</u> Paper and billing costs as well as additional costs anticipated from marketing effort	TOTAL =	\$0
3101	<u>PROFESSIONAL SERVICES</u> Anticipated Professional fees from anticipated projects	TOTAL =	\$20,000
4110	<u>REPAIRS & MAINTENANCE - GREEN HOUSE</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$2,000
4115	<u>TOURISIM & MARKETING DEVELOP.</u> Based on planned tourism initiative for the upcoming year	TOTAL =	\$45,000
4116	<u>BEACH WIDE MAINTENANCE PLAN</u> Moffitt & Nichol Beach wide 30 year maintenance Plan	TOTAL =	\$150,000
4400	<u>UTILITIES - GREEN HOUSES</u> Based on prior year and anticipated costs for the upcoming year	TOTAL =	\$6,000
6100	<u>CONTRACTED SERVICES</u> Based on Prior Years	TOTAL =	\$10,000
4140	<u>BULKHEADING</u> Additional work will need to be performed this year due to conditions of bulkheads and steps	TOTAL =	\$24,000
4112	<u>OAK ISLAND PIER</u> Estimated funds needed for repairs. Includes labor and materials \$88,625.. Includes the Pier Annual Liability Insurance \$ 61,375.00	TOTAL =	\$150,000
9600	<u>TRANSFER TO GENERAL FUND</u> Transfer to General Fund to supplement pier debt payment (\$90,000+11,853 less \$79,000)	TOTAL =	\$22,853
9701	<u>RESERVE FOR FUND BALANCE</u> Reserve for Funds for future tourist related expenses	TOTAL =	\$182,147
9701	<u>RESERVE FOR FUND BALANCE</u> Reserve funds in anticipation of pier repairs necessary which need to be completed per studies	TOTAL =	\$45,000
			<u>TOTAL =</u> <u>\$657,000</u>
			Summary \$657,000

**TOWN OF OAK ISLAND
ACCOMMODATIONS TAX FUND 45-745
DEPARTMENT SUMMARY
FY 2016 - 2017**

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	-	-	-	0.00%	-	0.00%	
Operating Expenses	245,996	315,565	407,000	28.98%	407,000	28.98%	
Capital Outlay	-	26,000	-	-	-	-	
Transfers	65,000	-	22,853		22,853		
Reserves	639,193	318,669	227,147	0.00%	227,147	0.00%	
TOTAL	950,189	660,234	657,000	-0.49%	657,000	-0.49%	
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>				<u>TOTAL</u>
	0	0	0				0

**TOWN OF OAK ISLAND
BEACH TAX FUND (46)
FY 2016 - 2017**

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As Of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
46-300-1500	INTEREST EARNED	0	0	0	0	0	0	0
46-300-3700	NCNDER - LOCKWOOD FOLLEY PROJECT	0	122,930	122,930	122,930	0	0	0
46-300-3800	BRUNSWICK CO. LOCKWOOD FOLLEY PROJECT	166,666	166,666	166,666	166,666	166,666	166,666	166,666
46-300-8956	RESTRICTED A-TAX (BEACH NOURISHMENT)	513,584	350,000	370,107	375,000	375,000	375,000	375,000
46-300-6100	SAND PROJECT ASSESSMENTS	181	0	0	0	0	0	0
46-300-9765	REPAYMENT FROM WASTEWATER CAPITAL PROJECT	294,000	294,000	0	294,000	294,000	294,000	294,000
46-300-9800	APPROPRIATED FUND BALANCE		0	16,486	0	0	0	0
TOTAL ACCOMMODATIONS TAX FUND		974,432	933,596	676,189	958,596	835,666	835,666	835,666

TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
BEACH TAX FUND 46-746								
46-746-4111	REPAIR BEACH ACCESS WALKWAY	25,329	26,500	38	26,500	30,000	30,000	30,000
46-746-4141	DUNE MAINTENANCE	68	10,500	14,844	10,500	15,000	15,000	15,000
46-746-4801	LOCKWOOD FOLLY DREDGING	949,035	680,000	661,307	661,307	12,795	12,795	12,795
46-746-9700	RESERVE FOR FUND BALANCE	0	216,596	-	260,289	777,871	777,871	777,871
			-	0	-			
46-746	DEPARTMENT TOTAL	974,432	933,596	676,190	958,596	835,666	835,666	835,666

TOWN OF OAK ISLAND
BUDGET SUMMARY - BEACH TAX FUND (46-746)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017

4200	<u>REPAIR BEACH ACCESS/WALKWAY</u> Based on Planned additional repairs to beach accesses	TOTAL =	<u>\$30,000</u>
4403	<u>DUNES MAINTENANCE</u> Based on Planned maintenance to dunes during upcoming season	TOTAL =	<u>\$15,000</u>
4802	<u>DREDGING PROJECT</u> Lockwood Folley Bird Monitoring for upcoming year	TOTAL =	<u>\$12,795</u>
9903	<u>RESERVE FOR FUND BALANCE</u> Begin to reserve funds for future beach nourishment projects	TOTAL =	<u>\$777,871</u>
		TOTAL =	<u>\$835,666</u>
		Summary	\$835,666

TOWN OF OAK ISLAND
BEACH TAX FUND 46-746
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14 - 15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>REQUESTED % CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>	<u>POSITIONS</u>
Salaries/Benefits	0	-	-	0.00%	-	0.00%	0
Operating Expenses	974,432	933,596	835,666	-10.49%	835,666	-10.49%	
Capital Outlay	0	-	-		-		
Transfers	0	-	-	0.00%	-	0.00%	
TOTAL	974,432	933,596	835,666	-10.49%	835,666	-10.49%	
<u>PERSONNEL</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>	<u>TOTAL</u>				<u>TOTAL</u>
	0	0	0				0

TOWN OF OAK ISLAND
REVENUES CAPITAL RESERVE FUND (72)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 2016 - 2017	Manager Recommendations	Council Approved
72-300-1500	INTEREST EARNED	165	100	76	76	0	0	0
72-300-9735	TRANSFER FROM STORMWATER	0	43,606	0	0	85,447	85,447	85,447
72-300-9700	TRANSFER FROM GENERAL FUND					259,982	259,982	259,982
72-300-9752	TRANSFER FROM FIRE DEPARTMENT		0	0	0	0	0	0
72-300-9736	TRANSFER FROM WASTEWATER	0	250,000	0	0	150,000	150,000	150,000
72-300-9800	APPROPRIATED FUND BALANCE	174,953	0	28,767	28,767	0	0	0
72-300	TOTAL CAPITAL RESERVE FUND	175,118	293,706	28,843	28,843	495,429	495,429	495,429

TOWN OF OAK ISLAND
BUDGET SUMMARY CAPITAL RESERVE FUND (72-772)
FY 2016 - 2017

Account Number	Description	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED 6/30/16 YE EXPENSE	DEPT. REQUEST FY 2016 - 2017	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
CAPITAL RESERVE FUND								
72-300-2100	INTEREST	101	100	9	9	0	0	0
72-772-9700	TRANSFER TO GENERAL FUND	86,725	0	0	0	0	0	0
72-772-9636	TRANSFERS TO STORM WATER	0	43,606	27,767	27,767	0	0	0
72-772-9736	TRANSFER TO WASTEWATER		250,000	0	0	0	0	0
72-772-9752	TRANSFER TO FIRE DEPT	88,292	0	0	0	0	0	0
72-772-9800	APPROPRIATED FUND BALANCE	0	0	1,067	1,067	495,429	495,429	495,429
72-420	DEPARTMENT TOTAL	175,118	293,706	28,843	28,843	495,429	495,429	495,429

TOWN OF OAK ISLAND
REVENUES BEACH PRESERVATION FUND (74)
FY 2016 - 2017

Account Number	Description	Previous Year Actual FY 14 - 15	Current Budget FY 15 - 16	Y.T.D. Revenue As Of 4/30/16	Estimated Revenue FY 15 - 16	Dept. Request FY 16 - 17	Manager Recommends	Council Approved
74-300-1500	INTEREST EARNED	23	25	2	25	0	0	0
74-300-4620	FUND RAISERS & SPONSORSHIP	12,268	7,875	12,835	7,875	6,400	6,400	6,400
74-300-5520	MEMBERSHIPS	8,100	5,500	8,584	5,500	8,500	8,500	8,500
74-300-8200	DONATIONS	224	1,500	406	1,500	1,500	1,500	1,500
74-300-8959	APPROPRIATED FUND BALANCE	0	3,500	0	3,500	5,000	5,000	5,000
TOTAL BEACH TAX FUND		20,614	18,400	21,827	18,400	21,400	21,400	21,400

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
FY 2016 - 2017

ACCOUNT NUMBER	DESCRIPTION	PREVIOUS YEAR ACTUAL FY 14 - 15	CURRENT BUDGET FY 15 - 16	YTD EXPENDED AS OF 4/30/16	ESTIMATED EXPENSE FY 15 - 16	DEPT. REQUEST FY 16 - 17	MANAGER RECOMMENDS	COUNCIL APPROVED
		\$	\$	\$	\$	\$	\$	\$
<u>BEACH PRESERVATION FUND</u>								
74-774-0230	BEACH AMBASSADOR	0	2,550	3,395	2,550	3,500	3,500	3,500
74-774-0300	FICA	0	200	266	200	500	500	500
74-774-2100	BEACH EDUCATION - SUPPLIES	1,775	2,000	205	2,000	2,000	2,000	2,000
74-774-2101	COMMUNITY EVENTS	629	843	1,217	843	500	500	500
74-774-2102	NEWSLETTER	851	1,300	389	1,300	1,300	1,300	1,300
74-774-2103	BEACH LOVER'S CAMPAIGN	1,463	1,800	1,166	1,800	1,800	1,800	1,800
74-774-2104	MEMBSHIP RECRUITMENT & RECOGNITION	0	0	0	0	1,000	1,000	1,000
74-774-2400	PROGRAM & ACTIVITY SUPPLIES	2,220	407	317	407	500	500	500
74-774-2401	FUND RAISING EVENTS	2,355	3,000	934	3,000	3,200	3,200	3,200
74-774-2402	BEACH VISITOR AMENITIES	6,973	2,300	1,054	2,300	5,000	5,000	5,000
74-774-3300	ORGANIZATIONAL MEMBERSHIP DUES	390	500	0	500	500	500	500
74-774-6100	JUNIOR BEACH	500	1,500	1,000	1,500	600	600	600
74-774-6106	BEACH AMBASSADOR EXPENSES	0	2,000	4	2,000	1,000	1,000	1,000
74-774-8959	APPROPRIATED FUND BALANCE	3,458		11,880				
74-774	DEPARTMENT TOTAL	20,614	18,400	21,827	18,400	21,400	21,400	21,400

**TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
LINE ITEM FUNDING PROPOSAL
FY 2016 - 2017**

2100	<u>SUPPLIES-BEACH EDUCATION</u>		
	Based on board planned expenditures	TOTAL =	\$2,000
2101	<u>FLOAT AND OTHER OKI EVENTS</u>		
	Based on board planned expenditures and current year expenditures	TOTAL =	\$500
2102	<u>NEWSLETTER</u>		
	Same as last year	TOTAL =	\$1,300
2103	<u>MEMBERSHIP RECRUITMENT</u>		
	Based on board planned expenditures	TOTAL =	\$1,800
2104	<u>BEACH LOVERS CAMPAIGN</u>		
	Based on board planned expenditures	TOTAL =	\$1,000
2400	<u>PROGRAM & ACTIVITY SUPPLIES</u>		
	Based on board planned expenditures	TOTAL =	\$500
2401	<u>FUNDRAISING EVENTS</u>		
	Based on board planned expenditures	TOTAL =	\$3,200
2402	<u>BEACH PRESERVATION</u>		
	Based on board planned expenditures	TOTAL =	\$5,000
3300	<u>DUES & SUBSCRIPTIONS</u>		
	Same as last year	TOTAL =	\$500
6100	<u>JUNIOR BEACH</u>		
	Based on board planned expenditures	TOTAL =	\$600
6106	<u>BEACH AMBASSADOR EXPENSES</u>		
	Based on board planned expenditures	TOTAL =	\$1,000
		TOTAL	\$17,400

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
DEPARTMENT SUMMARY
FY 2016 - 2017

<u>EXPENDITURES</u>	<u>FY 14-15 ACTUAL</u>	<u>FY 15 - 16 BUDGET</u>	<u>REQUESTED FY 16 - 17 BUDGET</u>	<u>% CHANGE</u>	<u>APPROVED FY 16 - 17 BUDGET</u>	<u>APPROVED % CHANGE</u>
Operating Expenses	20,614	18,400	21,400	14.02%	21,400	16.30%
TOTAL	20,614	18,400	21,400	16.30%	21,400	16.30%

TOWN OF OAK ISLAND
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)
PERSONNEL COST DATA
FY 2016 - 2017

NAME	POSITION	CURRENT SALARY	COLA	CHRISTMAS Bonus	REQUESTED SALARY	RECOMMENDED SALARY	APPROVED SALARY
	BEACH AMBASSADOR	\$ 2,750	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
	BEACH AMBASSADOR	\$ 2,750	\$ -	\$ -	\$	\$ 3,500	\$ 3,500
FRINGE BENEFIT COSTS							
	FICA & MEDICARE	210			\$ 500	\$ 500	\$ 500
	7.65%				\$		
	TOTAL FRINGE BENEFIT COSTS	\$ 210	\$ -	\$ -	\$ 500	\$ 500	\$ 500
	GRAND TOTAL PERSONNEL BUDGET	\$ 2,960	\$ -	\$ -	\$ 500	\$ 4,000	\$ 4,000

**SUMMARY OF INTERFUND TRANSFERS
RECOMMENDED BUDGET
FY 2016 - 2017**

REVENUES

Account #	Item	For	Amount
10-300-8925	Transfer from Accommodations Fund	Reimbursement for Pier Note Payment	\$ 22,853
31-300-3000	Transfer from Water Fund	For Wastewater Debt Service	1,636,570
31-300-3900	Transfer from Sewer District Fee Fund	Sewer District Fee utilized for debt service/capital	2,301,239
35-300-1000	Transfer from General Fund	Solid Waste Operations Subsidy	66,988
38-300-4500	Transfer from General Fund	Golf Course Operations Subsidy	129,240
45-300-6500	Transfer from Wastewater Fund	Reimbursement for loan to Wastewater	56,000
46-300-9765	Transfer from Wastewater Fund	Reimbursement for loan to Wastewater	294,000
72-300-9736	Transfer from Other Funds	Capital Reserve for Wastewater Equipment	150,000
72-300-9752	Transfer from Fire Department	Capital Reserve from General Fund	259,982
72-300-0000	Transfer from Other Funds	Capital Reserve for future Stormwater Equipment	85,447
TOTAL			\$ 5,002,320

EXPENDITURES

Account #	Item	For	Amount
10-420-9038	Transfer to Golf Course	Golf Course Operations Subsidy	\$ 129,240
10-420-9035	Transfer to Solid Waste	Solid Waste Operations Subsidy	\$ 66,988
10-420-9672	Transfer to Capital Reserve		\$ 259,982
30-720-9131	Transfer to Wastewater Fund	Supplement to Wastewater Debt Service	1,636,570
31-820-9900	Transfer to Capital Reserve	Future purchase of wastewater Equipment	150,000
31-830-9714	Transfer to Accommodations Tax Fund	Reimbursement for loan to Wastewater	350,000
32-562-9200	Transfer to Capital Reserve	Future purchase of storm water Equipment	85,447
39-835-9131	Transfer to Sewer Fund	Sewer District Fee of Wastewater Debt Service/Capital	2,301,239
45-745-9647	Transfer to Operating Account	Reimbursement for Pier Note Payment to General Fund	22,853
TOTAL			\$ 5,002,320

TOWN OF OAK ISLAND
SUMMARY OF CAPITAL OUTLAY BUDGETED
FOR THE FISCAL YEAR END 2016 - 2017

Acct.	Account Descriptions	Fund	Capital Item	Budget as Amended	Total Fund
10-540-5420	Capital Outlay	Developmental Services Dept	New computer - Zoning Technician Vehicle - New Zoning Technician	\$ 1,500 \$ 23,500	\$ 25,000
10-510-5420	Capital Outlay	Police Department	Replacement of 3 Dodge Chargers plus conversion costs Evidence logging barcode system 8 RADAR Units Used Pickup to transport animals to County Animal Shelter when County personnel not available	\$ 70,964 \$ 5,145 \$ 16,136 \$10,000	\$ 102,245
10-530-5430	Capital Outlay	Fire Department	3 Thermal Imaging Cameras Ronco Phone System - 3 Stations	\$ 24,000 \$ 28,092	\$ 52,092
10-620-5420	Capital Outlay	Recreation Department	Ford F150 to replace Ford Ranger Truck	\$ -	\$ -
10-621-5401	Capital Outlay	Community Resource Center	Bus to replace existing van	\$ 45,514	\$ 45,514
Total General Fund				\$ 224,851	
30-814-7400	Water Fund Capital Outlay	Water Department	3/4 Ton Utility Service Truck (4 Door)	\$ 40,000	\$ 40,000
31-830-7400	Wastewater Fund Capital Outlay	Wastewater Department	(2) Bush 25HP pumps for the Vac Stations, (1) 50HP Pump for 59th Street lift station. (2) 15HP Pumps for #1, #2 or #11 Lift Stations	\$ 175,000 \$ 175,000	\$ 175,000
38-501-5401	South Harbor Golf Fund Capital Outlay - Equipment	South Harbor Golf Grounds Maint.	Toro Pro Wireless Debris Blower Toro Greenmaster 3120 Cutting Unit Toro Greenmaster 3150-Q Clutting Unit	\$ 7,007 \$ 26,505 \$ 29,073	\$ 62,585
TOTAL				\$ 502,436	

**Town of Oak Island
FY 2016-2017 Debt Summary**

General Government	Department	Coding	Principal	Interest	Total
	<u>Administration</u>				
	Town Hall Project	10-420	588,000	98,637	686,637
	Yaupon Beach Pier	10-420	90,000	11,853	101,853
	Total Administration		678,000	110,490	788,490
	<u>Police</u>				
	New Headquarters	10-510	320,000	48,537	368,537
	Addl Financing New HQ	10-510	153,528	23,856	177,384
	Total Police		473,528	72,393	545,921
	<u>Fire/Emergency Svcs</u>				
	Yaupon/SH Fire Stations	10-530	572,100	64,361	636,461
	Total Fire/Emergency Services Fund		572,100	64,361	636,461
	Total FY 17 General Governmental Debt Service		1,723,628	247,244	1,970,872

Enterprise Funds	Department	Coding	Principal	Interest	Total
	<u>Wastewater - Treatment</u>				
	Land for Utility Plant	31-820	109,275	5,322	114,597
	Total WW - Treatment		109,275	5,322	114,597
	<u>Wastewater - Collections</u>				
	Revenue Bonds 2008A	31-830	950,000	1,259,363	2,209,363
	Revenue Bonds 2009A	31-830	1,305,000	189,544	1,494,544
	Revenue Bonds 2011	31-830	290,000	494,581	784,581
	Revenue Bonds 2015	31-830	185,000	1,877,938	2,062,938
	State Revolving Loan - 1	31-830	354,837	109,811	464,648
	State Revolving Loan - 2	31-830	297,514	121,719	419,233
	Total WW - Collections		3,382,351	4,052,955	7,435,306
	Total Wastewater Fund		3,491,627	4,058,277	7,549,903
	Total FY 17 Enterprise Funds Debt Service		3,491,627	4,058,277	7,549,903

TOWN OF OAK ISLAND DEBT SERVICE SCHEDULE
GOVERNMENTAL FUNDS ONLY

Fiscal Year	Town Hall Project BB&T	Yaupon Beach Pier BB&T	New Police Headquarters BB&T	New Police Headquarters Additional Financing BB&T	Fire Station Projects (Yaupon & SH Village) BB&T	Total Annual Payments
	Original Issue Amt Date	Original Issue Amt Date	Original Issue Amt Date	Original Issue Amt Date	Original Issue Amt Date	
2015-2017	\$ 4,900,000 5/13/2009	\$ 900,000 6/17/2009	\$ 4,000,000 7/13/2005	\$ 1,663,215 6/15/2008	\$ 5,721,000 10/26/2007	(Governmental Funds Only)
2017-2018	4.59% Original Rate 2.25% Refinanced Rate	4.39% A 6/17 10-420	4.12% Original Rate 2.25% Refinanced Rate	4.44% Original Rate 2.25% Refinanced Rate	4.31% Original Rate 2.25% Refinanced Rate	
2018-2019	A 7/15 10-420		A 7/13 10-510	A 8/14 10-510	A 7/01 10-530	
2019-2020	Principal Payment	Principal Payment	Principal Payment	Principal Payment	Principal Payment	
2020-2021	Interest Payment	Interest Payment	Interest Payment	Interest Payment	Interest Payment	
2021-2022	588,000	90,000	320,000	153,528	572,100	1,970,872
2022-2023	588,000	11,853	48,537	23,856	64,361	1,922,002
2023-2024	588,000	7,902	28,800	18,817	89,934	1,866,682
2024-2025	588,000	3,951	21,600	10,363	67,451	1,731,364
2025-2026	588,000		320,000	153,528	572,100	1,679,995
2026-2027	588,000		320,000	153,528	572,100	-
2027-2028	588,000		320,000	153,528	572,100	-
2028-2029	588,000		320,000	153,528	572,100	-
2029-2030	588,000		320,000	153,528	572,100	-
2030-2031						-
2031-2032						-
2032-2033						-
2033-2034						-
2034-2035						-
2035-2036						-
Total Debt \$	2,840,000	270,000	1,600,000	777,639	2,860,500	9,170,915

Governmental Funds
Total Principal 8,448,139
Total Interest 722,776
Grand Total 9,170,915

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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)

<i>General Fund:</i>	A fund established to account for the resources used for the general operation of the Town.
<i>General Ledger:</i>	An accounting file which is a grouping of the accounts in which the activities of the Town are recorded.
<i>General Obligation Bond:</i>	Debt instruments issued by the Town that are backed by the full faith and credit of the issuing government.
<i>Goal:</i>	A broad general statement of direction based on the needs of the community and government.
<i>Indicator:</i>	A quantitative measure or index that may represent the degree of presence or magnitude of change in a condition.
<i>Interfund Transfer:</i>	Money transferred from one fund to another.
<i>Intergovernmental Revenue:</i>	Revenue received from another government for a specified purpose.
<i>Investment Revenue:</i>	Revenue earned on investments with a third party.
<i>LGBFCA:</i>	The Local Government Budget and Fiscal Control Act. The Act governs all financial activities of local governments within the state of North Carolina.
<i>Long Term Debt:</i>	Debt with a maturity of more than one year after issuance.
<i>Maturities:</i>	The dates on which the principal or state values of investments or debt obligations mature and may be reclaimed.

Glossary of Budgetary

(continued)

<i>Modified Accrual Accounting:</i>	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.
<i>Objective:</i>	A statement of specific direction, which is to be accomplished by the staff or individual departments.
<i>Operating Transfer:</i>	Routine and/or recurring transfers of assets between funds.
<i>Program:</i>	An organized set of work activities that are directed toward accomplishing a common goal.
<i>Property Tax Rate:</i>	The rate at which real and personal property in Town is taxed in order to produce the necessary revenues to conduct vital government operations.
<i>Recommended Budget:</i>	The budget proposal made by the Town Manager and recommended to Town Council.
<i>Retained Earnings:</i>	An equity account reflecting the accumulated earnings of an Enterprise Fund.
<i>Revenue:</i>	Income received from a variety of sources and used to finance government or enterprise operations.
<i>Special Assessment:</i>	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.
<i>Tax Levy:</i>	The total amount of revenue to be raised by ad valorem taxes.
<i>Unencumbered Balance:</i>	The amount of appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future appropriation.
<i>User Fees:</i>	The payment of a fee for direct receipt of a public service by the party benefiting from the service.

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.

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 corporations that benefit the community. Each year the requesting organization will complete the appropriate request form to be considered.

The Town will strive to integrate performance objectives and workload indicators into the budgetary process and recommendations.

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 Quarterly 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 that are identified in the CIP
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.

Capital Improvement Plan

In cooperation with the Council's Capital Improvement Committee, a Capital Improvement Plan will be developed and updated annually. Capital Projects will be identified in a Capital Improvement Plan and funded through a "capital project budget" adopted as a separate action from the adoption of the annual budget.

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 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.

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. The Town will seek professional proposals from auditors certified by the LGC on five-year intervals.

Fixed Asset Inventory

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

TOWN OF OAK ISLAND FEE SCHEDULE
Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
Administration	Accommodation Tax			
Administration	Copy Fee - 11x17 copy	\$ 0.25 per copy		(a) for tourist-related expenditures (b) for beach nourishment
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	Filming Industry Extended Permit Fee	\$ 150.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - A&B Explosives Permit	\$ 30.00 per event		
Administration	Filming Industry Fee - Ambulances	\$ 300.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Ball Fields/Soccer Fields	\$ 250.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Beach/Waterways Accesses/Street	\$ 300.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - C Explosives Permit	\$ 40.00 per event		
Administration	Filming Industry Fee - Emergency Medical Technicians	\$ 30.00 Hourly		To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Enclosed Tent	\$ 40.00 per event		
Administration	Filming Industry Fee - Fire Inspections	\$ 40.00		
Administration	Filming Industry Fee - Fire Trucks	\$ 350.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Firefighters/Fire Inspectors	\$ 30.00 Hourly		To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Fireworks	\$ 200.00 per event		
Administration	Filming Industry Fee - Other Town Vehicles	\$ 50.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Public Safety Officers	\$ 30.00 Hourly		To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Public Safety Vehicles	\$ 50.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Skate Park	\$ 350.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Street Closure	\$ 50.00		
Administration	Filming Industry Fee - Street/Utilities Personnel	\$ 30.00 Hourly		To be paid by production company-minimum (4) hours
Administration	Filming Industry Fee - Tennis Courts	\$ 250.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Buildings	\$ 350.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Parks	\$ 250.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Town Services less than (2) days notice	\$ 3,000.00		
Administration	Filming Industry Fee - Town Walkways/Docks	\$ 250.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Fee - Transport A&B Explosives Permit	\$ 250.00 Hourly		Partial Days are considered Full Days
Administration	Filming Industry Fee - Use of Hydrant for Water	\$ 150.00 Daily		Partial Days are considered Full Days
Administration	Filming Industry Permit Fee	\$ 1,000.00 7 Days		
Administration	Parking Decal Fee	\$ 5.00 2-year period		Decals issued beginning 7/10/2013 will be valid through 9/30/2015
Administration	Privilege License Taxes	See schedule		No longer charged eff. 7/1/2014
Administration	Property Tax Rate	.290/\$100 valuation		
Administration	Returned Check Fee	\$ 26.00 each		
Animal Control	Dog Tags	\$ -		No charge, but owner must register and show current proof of rabies
Animal Control	Impound Fees	\$ 30.00 each offender; plus daily rate		Charge for each offense is in addition to daily rate for keeping pet in "pound"
Animal Control	Impound Fees	\$ 15.00 daily		
Animal Control	Civil Penalty Charge	\$ 25.00 each offense		Sec. 4-9 Defecation on public or private property and not carrying removal implements
Animal Control	Civil Penalty Charge	\$ 100.00 each offense		Sec. 4-46. Unrestrained dogs on the beach
Animal Control	Civil Penalty Charge	\$ 250.00 each offense		Sec. 4-5. - Harassment of alligators
Animal Control	Civil Penalty Charge	\$ 250.00 each offense		Sec. 4-6. - Animals creating nuisance
Animal Control	Civil Penalty Charge	\$ 250.00 each offense		Sec. 4-7. - Abandonment of animals
Animal Control	Civil Penalty Charge	\$ 250.00 each offense		Sec. 4-8. - Entrapment of animals
Animal Control	Civil Penalty Charge	\$ 100.00 each offense		Sec. 4-45. - Female dogs
Animal Control	Civil Penalty Charge	\$ 250.00 each offense		Sec. 4-47(c). - Interfering with Animal Control Officer/Impoundment
Animal Control	Civil Penalty Charge	\$ 500.00 each offense		Sec. 4-50. - Confinement/restraint/TRANSFER OF OWNERSHIP of dangerous dogs
Animal Control	Civil Penalty Charge	\$ 500.00 each offense		Sec. 4-12 - Collection of animals for resale

TOWN OF OAK ISLAND FEE SCHEDULE
Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
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	\$ 300.00	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 -	\$ 50.00	each offense/daily	Growth of weeds and grass (Municipal Code, Sec. 14-35) Max Penalty
Code	Code Enforcement Civil Penalty Charge Nuisance -	\$ 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	\$ 50.00	each offense/daily	Storm- or erosion-damaged structures and resulting debris (Municipal Code
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	Code Enforcement Civil Penalty Charge Nuisance - Misc.	\$ 50.00	each offense/daily	Miscellaneous (Municipal Code, Sec. 14-35) Max Penalty \$500.00
Code	Code Enforcement Civil Penalty Charge Nuisance - Beach	\$ 50.00	each offense/daily	Beach Vitec (Municipal Code, Sec. 14-35) Max Penalty \$500.
Code	Code Enforcement Civil Penalty Charge Nuisance - Civil	\$ 250.00	each offense/daily	A civil penalty of up to \$250.00 per day is imposed for each day beyond the
Development	Board of Adjustment - Interpretation	\$ 150.00		
Development	Board of Adjustment - Petition for Variance / Appeal	\$ 350.00		
Development	CDO Text Amendment	\$ 300.00		
Development	Change of Use Permit	\$ 100.00		
Development	Commercial Buildings	\$ 100.00		Plus Trade Permits (building costs \$0-2,500)
Development	Commercial Buildings	\$ 425.00	Package	costs \$2,500-25,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 725.00	Package	costs \$25,001-50,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 1,400.00	Package	costs \$50,001-100,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 2,750.00	Package	costs \$100,001-200,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 4,600.00	Package	costs \$200,001-350,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 5,950.00	Package	costs \$350,001-500,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 7,900.00	Package	costs \$500,001-750,000 (includes permit & trade permits)
Development	Commercial Buildings	\$ 10,000.00	Package	costs \$750,001-1,000,000 (includes permit & trade permits)

TOWN OF OAK ISLAND FEE SCHEDULE
Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
Development	Commercial Buildings	\$ 11,400.00		plus .3% of each added million or portion thereof
Development	Conditional Use - Complex	\$ 500.00		Plus \$12/unit or lot
Development	Conditional Use - Conventional	\$ 500.00		
Development	Consolidated Development Code Manual	\$ 0.25 Per Page		
Development	Demolition			All applications for demolitions shall be accompanied by an asbestos report.
Development	Demolition - Job Completion Bond	\$ 600.00		May be waived with affidavit of pending construction app.
Development	Demolition - Residential or Commercial	\$ 200.00		Plus any required bond
Development	Fire Inspection	\$ 100.00		
Development	Flood Permit	\$ 50.00		
Development	Inspection Permit - Additions (0-400 sq. ft.)	\$ 300.00		Plus Trade Permit Costs & \$0.40/sq. ft. Over 400 sq. ft.
Development	Inspection Permit - Decks/Porches/Gazebos	\$ 75.00		Plus Trade Permits
Development	Inspection Permit - Double Wide Mobile Home	\$ 450.00		
Development	Inspection Permit - Driveway	\$ 80.00		
Development	Inspection Permit - Fence	\$ 50.00		
Development	Inspection Permit - Garage/Carport (detached)	\$ 200.00		Plus Trade Permit Costs & \$0.40/sq. ft. Over 400 sq. ft.
Development	Inspection Permit - Homeowner Recovery Fund	\$ 10.00		For any project exceeding a value of \$30,000.
Development	Inspection Permit - Irrigation Tap Permit	\$ 100.00		
Development	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	Inspection Permit - Poured Footer Mobile Home	\$ 100.00		
Development	Inspection Permit - Quad Mobile Home	\$ 500.00		
Development	Inspection Permit - Relocated Structures	\$ 550.00		Plus Trade Permits
Development	Inspection Permit - Remodeling (0-400 sqft)	\$ 100.00		Plus Trade Permits Cost & \$0.40/sqft. over 400 sqft.
Development	Inspection Permit - Sidewalks/Patios	\$ 80.00		Over 100 sq ft.
Development	Inspection Permit - Single Wide Mobile Home	\$ 350.00		
Development	Inspection Permit - Storage Building (w/ dimension>12')	\$ 100.00		Plus Trade Permits (not to exceed 400 sqft.)
Development	Inspection Permit - Trade Permit	\$ 100.00		
Development	Inspection Permit - Trade Permit(Multi Family & Commercial	\$ 125.00		
Development	Inspection Permit - Travel Trailer or Motor Home	\$ 150.00		
Development	Inspection Permit - Triple Wide Mobile Home	\$ 500.00		
Development	Inspection Permit - Vehicle Repair/Restoration	\$ 30.00		
Development	Inspection Permit- Accessory Structures (Zoning)	\$ 80.00		Plus Trade Permits
Development	Permit Refund Fee	25% Min \$25.00		25% of issued permit fee, with a minimum of \$25.00
Development	Land Use-Commercial Area under (1) acre	\$ 300.00		Plus \$30 for each additional acre
Development	Land Use-Established Residential Lots	\$ 100.00		
Development	Major Subdivision Review Fee-Construction Plat	\$ 300.00		Plus \$12/lot
Development	Major Subdivision Review Fee-Final Plat	\$ 180.00		Plus \$6/lot
Development	Major Subdivision Review Fee-Preliminary Subdivision	\$ 240.00		Plus \$12/lot
Development	Map Amendment	\$ 500.00		
Development	Minor Subdivision Review Fee	\$ 225.00		Plus \$12/lot
Development	Permit Renewal	\$ 150.00		
Development	Planning/Development Fee - Zoning Letter	\$ 50.00		
Development	Re-Inspection Fee	\$ 75.00		
Development	Sewer Connection Fee	\$ 100.00		
Development	Sign Permit	\$ 80.00		Plus Trade Permit
Development	Sign Specification Evaluation	\$ 75.00		
Development	Swimming Pool	\$ 100.00		Plus Trade Permit
Development	Temporary Power Permit	\$ 75.00		
Development	Tent Permit	\$ 55.00		
Development	Tent Permit with electrical	\$ 85.00		

TOWN OF OAK ISLAND FEE SCHEDULE
Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
Development	Town Map	\$ 25.00		
Development	Town Map Print-out (42X35)	\$ 40.00		
Development	Town Map Print-out (24X78)	\$ 60.00		
Development	Town Map Print-out (24X42)	\$ 35.00		
Development	Town Map Print-out (30X30)	\$ 45.00		
Development	Well Permit	\$ 75.00		
Development	Zoning Map	\$ 50.00		
Fire Department	Charge for loaded Miles	\$ 14.11	Miles	Urban or Rural Mileage 18+ A0425
Fire Department	Charge for loaded Miles	\$ 14.11	Miles	Rural Miles 1 - 17
Fire Department	Emergency Advanced Life Support and Transport (ALS1)	\$ 527.90		ALS E A0427
Fire Department	Emergency Advanced Life Support and Transport (ALS2)	\$ 764.06		ALS 2 A0433
Fire Department	Emergency Basic Life Support and Transport	\$ 444.54		BLS E A0429
Fire Department	Non-Emergency Advanced Life Support and Transport	\$ 333.41		ALS NE A0426
Fire Department	Non-Emergency Basic Life Support and Transport	\$ 277.84		BLS NE A0428
Fire Department	Specialty Care Transport	\$ 902.98		Specialty Care A0434
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 automotive 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 automotive fluids that are spilled as a result of the accident/incident.

TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
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, evacuations, 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.
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 II service as well as supervision and/or assist repair of intermediate to major pipeline damage. May include set-up and removal of decon center, detection, recovery and identification of material. Disposal and environment clean up.

TOWN OF OAK ISLAND FEE SCHEDULE
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Department	Charge Type	Approved Amount	Unit	Additional Information
Fire Department	Fire Investigation - The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.	\$ 275.00	hourly	Includes: • Scene Safety • Investigation • Source Identification • K-9/Arson Dog Unit • Identification Equipment • Mobile Detection Unit • Fire Report
Fire Department	Fires - Assignments per hour, per engine	\$ 400.00	hourly	This will be the most common "billing level". This occurs almost every time the fire department responds to an incident. Includes: • 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: • 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 local 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.
		\$ 500.00	hourly	
Fire Department	Water Incidents - Level 1 - Basic Response	\$ 400.00		Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first 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.
		\$ 50.00	hourly per Rescue Person	Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used

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<u>Department</u>	<u>Charge Type</u>	<u>Approved Amount</u>	<u>Unit</u>	<u>Additional Information</u>
		\$ 100.00	hourly per HazMat Person	at scene, billed at \$24,000 plus \$50 per hour per rescue person, plus \$300 per hour per HAZMAT team member.
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	
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Truck (Ladders and Towers)	\$ 500.00	hourly	
Fire Department	Miscellaneous/Itemized/Additional Time on Scene - Ambulance	\$ 200.00	hourly	These itemization amounts apply to all incident types.
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	
Parks &	Nature Center - Non Resident	\$ 60.00	2 hours	Requires Facility Rental Deposit
Parks &	Nature Center - Resident	\$ 35.00	1 hour	Requires Facility Rental Deposit
Parks &	Ocean Education Center - Non-resident	\$ 45.00	1 hour	Requires Facility Rental Deposit
Parks &	Ocean Education Center - Non-resident	\$ 60.00	2 hours	Requires Facility Rental Deposit
Parks &	Ocean Education Center - Resident	\$ 35.00	1 hour	Requires Facility Rental Deposit
Parks &	Ocean Education Center - Resident	\$ 50.00	2 hours	Requires Facility Rental Deposit
Parks &	Picnic Shelter (Bill Smith, Middleton, and Register Parks) -	\$ 35.00	2 hours	Requires Facility Rental Deposit
Parks &	Picnic Shelter (Bill Smith, Middleton, and Register Parks) -	\$ 55.00	4 hours	Requires Facility Rental Deposit
Parks &	Picnic Shelter (Bill Smith, Middleton, and Register Parks) -	\$ 25.00	2 hours	Requires Facility Rental Deposit
Parks &	Picnic Shelter (Bill Smith, Middleton, and Register Parks) -	\$ 45.00	4 hours	Requires Facility Rental Deposit
Parks &	Room Rental - Kitchen for Meeting	\$ 30.00	4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks &	Room Rental - Large Room	\$ 55.00	4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks &	Room Rental - Medium Room	\$ 45.00	4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks &	Room Rental - Small Room	\$ 35.00	4 hours	Requires Room Rental Deposits + \$15/hr. staff after hours
Parks &	Room Rental - Use of Kitchen in conjunction with Room	\$ 25.00		Requires Room Rental Deposits + \$15/hr. staff after hours
Parks &	Room Rental Deposit	Varies - See notes		\$50 Refundable Deposit and a \$95 Non-Refundable Cleaning Deposit +
Parks &	Skate Park - Non Resident	\$ 50.00	2 hour	Requires Facility Rental Deposit
Parks &	Skate Park - Non Resident	\$ 85.00	2 hours	Requires Facility Rental Deposit
Parks &	Skate Park - Resident	\$ 40.00	1 hour	Requires Facility Rental Deposit
Parks &	Skate Park - Resident	\$ 65.00	1 hours	Requires Facility Rental Deposit
Parks &	Skate Park User Fees - Non Resident	\$ 5.00	Daily	
Parks &	Skate Park User Fees - Non Resident	\$ 30.00	Monthly	

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Department	Charge Type	Approved Amount	Unit	Additional Information
Parks & Recreation	Skate Park User Fees - Resident	\$ 2.00	Daily	
Parks & Recreation	Skate Park User Fees - Resident	\$ 20.00	Monthly	
Parks & Recreation	South Harbour 3-Month Membership Dues - Bruns. Co. Res.	\$ 160.00	Individual	
Parks & Recreation	South Harbour 3-Month Membership Dues - Non Resident	\$ 170.00	Individual	
Parks & Recreation	South Harbour 3-Month Membership Dues - Resident	\$ 150.00	Individual	
Parks & Recreation	South Harbour Annual Membership Dues	\$ 269.10	Junior	10% discount when renewed before Dec. 31 \$299 after 1/1/2015
Parks & Recreation	South Harbour Annual Membership Dues	\$ 287.10	Senior	10% discount when renewed before Dec. 31 \$319 after 1/1/2015
Parks & Recreation	South Harbour Annual Membership Dues	\$ 305.10	Individual	10% discount when renewed before Dec. 31 \$339 after 1/1/15
Parks & Recreation	South Harbour Annual Membership Dues	\$ 449.10	Couple	10% discount when renewed before Dec. 31 \$499 after 1/1/15
Parks & Recreation	South Harbour Annual Membership Dues	\$ 485.10	Family	10% discount when renewed before Dec. 31 (max family of 4) \$539 after 1/1/15
Parks & Recreation	South Harbour Annual Membership Dues --New Member	\$ 284.05	Junior	5% discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour Annual Membership Dues --New Member	\$ 303.05	Senior	5% discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour Annual Membership Dues --New Member	\$ 322.05	Individual	5% discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour Annual Membership Dues --New Member	\$ 474.05	Couple	5% discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour Annual Membership Dues --New Member	\$ 512.05	Family	5% discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour 2 Year Membership Dues	\$ 448.50	Junior	25 % discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour 2 Year Membership Dues	\$ 478.50	Senior	25 % discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour 2 Year Membership Dues	\$ 508.50	Individual	25 % discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour 2 Year Membership Dues	\$ 748.50	Couple	25 % discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour 2 Year Membership Dues	\$ 808.50	Family	25 % discount when joining before Dec 31 (reflected in price)
Parks & Recreation	South Harbour Golf Course - Brunswick Co. Resident	\$ 12.00	9 Holes/walk	
Parks & Recreation	South Harbour Golf Course - Brunswick Co. Resident	\$ 20.00	9 Holes/cart	
Parks & Recreation	South Harbour Golf Course - Brunswick Co. Resident	\$ 16.00	18 Holes/walk	
Parks & Recreation	South Harbour Golf Course - Brunswick Co. Resident	\$ 24.00	18 Holes/cart	
Parks & Recreation	South Harbour Golf Course - Non Resident	\$ 16.00	9 Holes/walk	
Parks & Recreation	South Harbour Golf Course - Non Resident	\$ 24.00	9 Holes/cart	
Parks & Recreation	South Harbour Golf Course - Non Resident	\$ 20.00	18 Holes/walk	
Parks & Recreation	South Harbour Golf Course - Non Resident	\$ 28.00	18 Holes/cart	
Parks & Recreation	South Harbour Golf Course - Resident	\$ 11.00	9 Holes/walk	

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Department	Charge Type	Approved Amount	Unit	Additional Information
Parks & Recreation	South Harbour Golf Course - Resident	\$ 18.00	9 Holes/cart	
Parks & Recreation	South Harbour Golf Course - Resident	\$ 14.00	18 Holes/walk	
Parks & Recreation	South Harbour Golf Course - Resident	\$ 22.00	18 Holes/cart	
Parks & Recreation	South Harbour Golf Course - 1st Friday Free Cart Day			January Through February
Parks & Recreation	South Harbour Golf Course - Kids Play Free Saturdays			November Through February with paying adult
Parks & Recreation	South Harbour Golf Course - Ladies Day			January Through March - Half price for ladies on Wednesdays
Parks & Recreation	South Harbour Golf Course - Free Re-Play Day		9 Holes/walk	2nd Tuesday/Month; Free round of 9 holes after the first 9 or 18 holes
Parks & Recreation	South Harbour Golf Course - Early Bird Rates			March; Weekdays 8 a.m. - 10 a.m. - \$3 off each round
Parks & Recreation	South Harbour Golf Course - After 2 p.m. rates			January-February; After 2 p.m. - \$5.00 off each round
Parks & Recreation	Teen Center - Non Resident	\$ 45.00	1 hour	
Parks & Recreation	Teen Center - Non Resident	\$ 60.00	2 hours	
Parks & Recreation	Teen Center - Resident	\$ 35.00	1 hour	Requires Facility Rental Deposit
Parks & Recreation	Teen Center - Resident	\$ 50.00	2 hours	
Parks & Recreation	Teen Center Programs User Fees-After School - Non Resident	\$ 70.00	Weekly	
Parks & Recreation	Teen Center Programs User Fees-After School - Resident	\$ 60.00	Weekly	
Parks & Recreation	Tournament Play	\$ 100.00	per day	Non-refundable deposit to reserve fields for Tournament Play
Parks & Recreation	Tournament Play	\$ 200.00	up to 8 hrs.	Lights and concessions not included
Parks & Recreation	Weight Room	\$ 3.00	daily/resident	
Parks & Recreation	Weight Room	\$ 7.00	daily/non-resident	
Parks & Recreation	Weight Room	\$ 6.00	daily/Bruns. Co. Res	
Parks & Recreation	Weight Room	\$ 15.00	weekly/resident	
Parks & Recreation	Weight Room	\$ 30.00	weekly/non-resident	
Parks & Recreation	Weight Room	\$ 25.00	weekly/Bruns. Co. Res	
Parks & Recreation	Weight Room	\$ 20.00	monthly/resident	
Parks & Recreation	Weight Room	\$ 40.00	monthly/non-resident	
Parks & Recreation	Weight Room	\$ 35.00	monthly/Bruns. Co. Res.	
Parks & Recreation	Weight Room	\$ 200.00	annually/resident	
Parks & Recreation	Weight Room	\$ 400.00	annually/non-resident	
Parks & Recreation	Weight Room	\$ 375.00	annually/Bruns. Co. Res.	
Parks & Recreation	DMV 349 Accident Report	\$ 5.00	per report	
Police	Civil Citation - Sec. 10-191 - Filming/Videotaping Violation	\$ 50.00	1st Offense	Municipal Ordinance: Ch. 10, Article III - Filming/Videotaping Sec. 10-191
Police	Civil Citation - Sec. 10-191 - Filming/Videotaping Violation	\$ 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

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Department	Charge Type	Approved Amount	Unit	Additional Information
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	\$ 50.00	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	\$ 100.00	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
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

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Department	Charge Type	Approved Amount	Unit	Additional Information
Police	Civil Citation P&R Violation - Sec. 22-11 - Reg. Sex Offenders Park Prohibition	\$ 50.00	1st Offense	Municipal Ordinance, Ch. 22 - Parks & Rec. Article I, Sec. 22-11
Police	Civil Citation P&R Violation - Sec. 22-11 - Reg. Sex Offenders Park Prohibition	\$ 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	\$ 25.00	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 paid
Police	Wrecker Service - Limitation on Rates for 911 Tow Calls	\$ 150.00	each	
Police	Wrecker Service - Limitation on Storage Rate for Towed	\$ 25.00	day	
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 BDRM)	\$ 14.34	Monthly	1 Cart and 1 Recycle Cart
Public Works	Solid Waste Fee - Rental House (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 BDRM)	\$ 41.63	Monthly	4 Carts and 2 Recycle Carts
Public Works	Solid Waste Fee - Rental House (8 BDRM)	\$ 41.63	Monthly	4 Carts and 2 Recycle Carts
Public Works	Solid Waste Fee - Rental House (9 BDRM)	\$ 55.23	Monthly	5 Carts and 3 Recycle Carts
Public Works	Solid Waste Fee - Rental House (10 BDRM)	\$ 55.23	Monthly	5 Carts and 3 Recycle Carts
Public Works	Solid Waste Fee - Rental House (11 BDRM)	\$ 63.03	Monthly	6 Carts and 3 Recycle Carts
Public Works	Solid Waste Fee - Rental House (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)	\$ 2.75	Monthly	
Public Works	Stormwater Fee - Residence (Single Family)	\$ 2.75	Monthly	
Public Works	Stormwater-Commercial Plan Review	\$ 400.00		Plus \$100 per disturbed acre
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

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Department	Charge Type	Approved Amount	Unit	Additional Information
	Administration Fee	\$ 20.00		
	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 4:00 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	\$ 31.24	Monthly Base Rate	
	Water Rate	\$ 4.85	per 1000 gal.	2,000 to 4,000 gal.
	Water Rate	\$ 5.35	per 1000 gal.	4,000 to 10,000 gal.
	Water Rate	\$ 5.88	per 1000 gal.	10,000 to 12,500 gal.
	Water Rate	\$ 6.48	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 %		

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Department	Charge Type	Approved Amount	Unit	Additional Information
	Water Impact Fee (3/4")	\$ 592.00		Capacity Factor Multiplier based on max. flow criteria of the
	Water Impact Fee (1")	\$ 1,478.00	(2.5)	
	Water Impact Fee (1 1/2")	\$ 2,957.00	(5)	
	Water Impact Fee (2")	\$ 4,730.00	(8)	
	Water Impact Fee (3")	\$ 9,907.00	(16.75)	
	Water Impact Fee (4")	\$ 16,265.00	(27.5)	
	Water Impact Fee (6")	\$ 33,272.00	(56.25)	
	Water Impact Fee (8")	\$ 50,276.00	(85)	
	Water Impact Fee (10")	\$ 70,894.00	(130)	
Wastewater	After Hour Call Out Fee	\$ 125.00		
	Sewer Construction Assessment	\$ 4,200.00		Per Brunswick County Tax Parcel of record as of date of installation of sewer tap.
	Sewer District Fee	\$ 803.82		Per Parcel in District (Served by System whether at Fish Factory Rd. or Brunswick County)
	Wastewater Rate	\$ 79.25	Monthly Base Rate	Users of Town's utility system will be credited \$803.82
	Wastewater Rate	\$ 17.19	per 1000 gal.	Includes 4,000 gals. over 4,000 gals.
	Caswell Beach Monthly Capital Charge	\$ 17,931.97	flat monthly fee	Monthly Capital Charges per contract terms
	Caswell Beach 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 Impact Fee	\$ 2,642.00	First 4 Habitable Rooms	Single Family: First 4 habitable rooms included then \$1,500.00 for each habitable room after.
	WW Residential Class II Impact Fee	\$ 3,523.00		Duplex
	WW Residential Class III Impact Fee	\$ 4,147.00		Triplex
	WW Residential Class IV Impact Fee	\$ 4,944.00		Quadplex
	WW Residential Class V Impact Fee	\$ 4,492.00		Condo-Townhouse (Plus \$1,624 for each unit over four (4))
	WW Residential Class VI Impact Fee	\$ 4,492.00		Apartment Complex (Plus \$1,624 for each unit over four (4))

TOWN OF OAK ISLAND FEE SCHEDULE
Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
	WW Commercial Class I Impact Fee	\$ 4,055.00		
	WW Commercial Class II Impact Fee	\$ 4,529.00		
	WW Commercial Class III Impact Fee	\$ 5,174.00		
	WW Commercial Class IV Impact Fee	\$ 6,146.00		(General)
	WW Commercial Class IV Impact Fee	\$ 6,146.00		(Motel / Hotel) Plus \$1,537 per unit

Commercial Classifications

Class 1:

Gift shop, card shop, real estate office, florist, insurance office, repair shop (other than auto/marine), book store, and parts store (i.e., auto, 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:

Auto 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.

TOWN OF OAK ISLAND FEE SCHEDULE Effective July 1, 2016

Department	Charge Type	Approved Amount	Unit	Additional Information
	<u>NOTES:</u>			
	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 impact fees 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 impact fee 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 impact fees charged that amounts to the difference between the fees for the present use		
	6	Water and Sewer impact fees shall be paid in accordance with the Fee Schedule for each separate use in a major sub-division. 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 impact fees 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 impact fees.		
	8	Vac system needs by customer will be figured by Utility Staff using Airvac Design Manual along with plumbing fixture flows provided by owner		

