



*The Town of*  
**Oak Island**  
*NORTH CAROLINA*



**Fiscal Year 2017-18 Budget**

**Mayor Cin Brochure**

**Council Members: Loman Scott (Mayor Pro Tempore),**

**Sheila M. Bell, Charlie K. Blalock,**

**Jim Medlin and Jeff Winecoff**

**TOWN OF OAK ISLAND  
FISCAL YEAR 2017-2018 ADOPTED BUDGET  
TABLE OF CONTENTS**

|                                           | <u>Page</u> |
|-------------------------------------------|-------------|
| Budget Message .....                      | 1 - 3       |
| Budget Ordinance .....                    | 4 - 7       |
| Budget Comparison .....                   | 8           |
| General Fund Revenue .....                | 9 - 10      |
| General Fund Expenditures:                |             |
| Town Council Expenditures & Summary ..... | 11 - 14     |
| Outside Agency Funding.....               | 15          |
| Administration.....                       | 16 - 20     |
| Public Works - Facilities Management..... | 21 - 24     |
| Police Department.....                    | 25 - 29     |
| Animal Control.....                       | 30 - 31     |
| Fire & EMS Dept.....                      | 32 - 36     |
| Community Development Services.....       | 37 - 40     |
| Public Works - Administration.....        | 41 - 44     |
| Public Works - Fleet Maintenance.....     | 45 - 48     |
| Public Works - Operations.....            | 49 - 52     |
| Recreation Department .....               | 53 -57      |
| Community Resource Center.....            | 58 - 61     |
| Water Fund                                |             |
| Water Fund Revenues .....                 | 62          |
| Water Fund Expenditures:                  |             |
| Water Administration.....                 | 63 - 66     |
| Water Maintenance.....                    | 67 - 70     |
| Wastewater Fund                           |             |
| Wastewater Fund Revenues.....             | 71          |
| Wastewater Fund Expenditures :            |             |
| Wastewater Treatment .....                | 72 - 76     |
| Wastewater Collection .....               | 77 - 81     |
| Stormwater Fund                           |             |
| Stormwater Fund Revenues .....            | 82          |
| Stormwater Fund Expenditures .....        | 83 - 86     |
| Solid Waste Fund                          |             |
| Solid Waste Fund Revenues.....            | 87          |
| Solid Waste Fund Expendituers .....       | 88 - 91     |





**TOWN OF OAK ISLAND**  
**FISCAL YEAR 2017-2018 ADOPTED BUDGET**  
**TABLE OF CONTENTS**

|                      |                                           | <u>Page</u> |
|----------------------|-------------------------------------------|-------------|
| South Harbor Golf    | South Harbour Golf Fund Revenues.....     | 92          |
|                      | South Harbour Golf Fund Expenditures:     |             |
|                      | South Harbour - Grounds Maintenance ..... | 93 - 96     |
|                      | South Harbour – Operations .....          | 97 - 100    |
| Sewer District Fee   | Sewer District Fee Fund Revenues.....     | 101         |
|                      | Sewer District Fee Fund Expenditures..... | 102         |
| Accommodations Tax   | Accommodations Tax Fund Revenues.....     | 103         |
|                      | Accommodations Tax Fund Expenses.....     | 104 - 106   |
| Beach Tax            | Beach Tax Fund Revenues .....             | 107         |
|                      | Beach Tax Fund Expenses .....             | 108 - 110   |
| Beach Renourishment  | Beach Renourishment Fund Revenues .....   | 111         |
|                      | Beach Renourishment Fund Expenses .....   | 112 - 113   |
| Pier Rebuild Project | Pier Rebuild Project Fund Revenues .....  | 114         |
|                      | Pier Rebuild Project Fund Expenses .....  | 115 - 116   |
| Capital Reserve      | Capital Reserve Fund Revenues.....        | 117         |
|                      | Capital Reserve Fund Expenditures.....    | 118         |
| Beach Preservation   | Beach Preservation Fund Revenues.....     | 119         |
|                      | Beach Preservation Fund Expenditures..... | 120 - 123   |
|                      | Summary of Interfund Transfers .....      | 124         |
|                      | Summary of Capital Outlay Requests .....  | 125         |
|                      | Debt Service Summary .....                | 126         |
|                      | Debt Service Schedule .....               | 127 - 128   |
|                      | Fee Schedule .....                        | 129 - 141   |
|                      | Fiscal Policy Statement.....              | 142 - 144   |
|                      | Glossary of Budgetary Terminology.....    | 145 - 149   |







June 13, 2017

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

Dear Mayor and Council Members:

Submitted herewith is the Approved Budget for the Town of Oak Island for the fiscal year beginning July 1, 2017 and ending June 30, 2018. The budget is balanced as required by the North Carolina Budget and Fiscal Control Act. The budget was adopted on June 13<sup>th</sup> in Town Hall Council Chambers. This adopted budget is the Town's financial plan for providing services in FY 2017-2018. The budget quantifies the amount of financial resources required to meet the level of service for the Town, its residents, visitors, and property owners for the upcoming year.

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

**General Fund:**

The Town's General Fund Balance continues to remain strong as a result of effective Fiscal restraint from Town Management over the last few years. The Town's General Fund Balance is greater than the 25% mandated by the North Carolina Local Government Commission. The Town will continue to transfer funds to Reserves to ensure that funds are available for unanticipated events such as that experienced by the Town in October, 2016 with Hurricane Mathew and the loss of the pier and many thousands of tons of beach sand.

**Ad Valorem Tax Revenues**

The budget includes a tax rate of \$0.31/\$100. Of the \$.031 tax rate, \$0.02 is designated for the Town's beach nourishment project. The collection of the \$0.02 will be accounted for in a separate fund established for the beach nourishment project.

**Debt Service**

All debt service payments are fully funded as required by North Carolina State Law. In the last few years, the Town has refinanced outstanding debt to reduce terms, utilize lower interest rates and in turn, save funds for the Town. During the current year, the Town paid off the remaining loan owed on the Town Pier to save on interest expenses. Complete details and terms of each loan are in the Debt Summary section of the budget.

**Employee Wages/Salaries and Benefits**

The Town continues to provide a level of pay to its employees that Town management feels is fair and equitable in comparison to other municipalities of the same size and area. The Town's decision two years ago to join the North Carolina State employee health insurance plan has helped to control unanticipated large increases in medical insurance expense. The Recommended budget includes a 4% merit increase as well as a Cost of Living Increase (COLA) of 0.8%.

**Water Fund Revenues**

The budget includes a 1.5% increase in Water Rates, the same increase that was approved in the prior year.

**Water Fund Expenditures**

Water Fund expenditures includes \$2,500,000 for completing installation of electronic meters across the whole system.

**Wastewater Revenues**

The budget includes a 1.5% increase also in Wastewater Rates, the same increase that was also approved in the prior year.

**Accommodations Tax Fund**

The FY 2017-2018 estimated revenue is \$650,000, which does not include the annual payment of \$56,000 to be transferred from the Wastewater Fund for payback of a loan. The largest item of expenditure in this Fund is \$554,125, dedicated to begin funding for rebuilding the pier.

**Beach Tax Fund (also funded from collected accommodations tax)**

The FY 2017-2018 estimated revenue is \$450,000, which also does not include \$294,000 to be transferred from the Wastewater Fund as explained above. There are expenditures or allocated reserves in the fund totaling \$744,000, with the largest recommended budgeted expense of \$583,333 dedicated to funding for the nourishment of the beach.



**Beach Nourishment Fund**

This fund was created for the FY 2017-2018 year to account for the future beach nourishment project. This fund will be utilized as a Capital Project Fund to account for the activity of the Beach Nourishment project.

**Pier Rebuilding Project Fund**

This fund was also created for the FY 2017-2018 to account for the upcoming pier rebuilding project. This fund will be utilized as a Capital Project Fund to account for the activity of the rebuilding project.

**Conclusion**

Working with the Council and Town Staff, we have prepared a balanced budget that provides the Town's citizens with the level of service that they deserve. This budget will continue to maintain the Town's quality of life expectations. I want to thank Town Council for the support and guidance and confidence they have shown in me to manage the Town and Town Staff.

We encourage Town residents and taxpayers to review the FY 2017-2018 Approved Budget and continue to engage Town Council with their ideas and input. On behalf of the Town's Management team and staff, we appreciate the effort and time that the Council provides to protect the Town's resources.

The past year was very eventful, needless to say, with Hurricane Mathew destroying the Town pier as well as destroying many dunes and misplacing many tons of sand from our beach. Town Management and Town Council are working diligently to begin the process of rebuilding the pier as soon as possible and working with engineers to begin the process of beach nourishment to once again make the Town's beach beautiful and a tourist destination.

We believe that the Town has a dedicated staff and leadership team who work diligently to provide the highest quality of service to their community. Their dedication to the Town, along with their knowledge and leadership, is a valuable asset to myself, as the Town Manager. Furthermore, I would like to thank Finance Director David Hatten for his knowledge and many days spent assembling a Total Town Budget, working with submitted department head budgets as well as the other numerous funds that will provide the Town with a balanced and workable 2017-2018 Fiscal Year Budget.

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

David E. Kelly  
Town Manager



BUDGET ORDINANCE  
FISCAL YEAR 2017-2018  
TOWN OF OAK ISLAND, NORTH CAROLINA

BE IT ORDAINED, by the Town Council of the Town of Oak Island assembled, in session on June 13, 2017, 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          | \$ 7,025,989  |
|    | State Shared Revenues                  | 1,633,122     |
|    | Other                                  | 3,636,330     |
|    | Total                                  | \$ 12,295,441 |
| B. | Expenditures Authorized by Departments |               |
|    | Town Council                           | \$ 261,436    |
|    | Outside Agency Funding                 | 50,800        |
|    | Administration                         | 2,820,332     |
|    | Public Services - Facilities           | 379,626       |
|    | Police                                 | 2,556,597     |
|    | Animal Control                         | 58,455        |
|    | Fire & EMS Department                  | 2,831,478     |
|    | Development Services                   | 709,583       |
|    | Public Works - Admin                   | 168,194       |
|    | Public Works - Fleet Maint.            | 160,538       |
|    | Public Works - Operations              | 1,243,595     |
|    | Parks & Recreation                     | 902,842       |
|    | Parks & Recreation - CRC               | 151,966       |
|    |                                        | \$ 12,295,441 |

SECTION II

WATER FUND

|    |                                        | <u>Amount</u> |
|----|----------------------------------------|---------------|
| A. | Revenues Anticipated                   | \$ 6,375,581  |
| B. | Expenditures Authorized by Departments |               |
|    | Water Administration                   | \$ 2,924,043  |
|    | Water Maintenance                      | 3,451,538     |
|    | Total                                  | \$ 6,375,581  |

| SECTION III  |                                        | <u>WASTEWATER FUND</u>                | Amount     |
|--------------|----------------------------------------|---------------------------------------|------------|
| A.           | Revenues Anticipated                   | \$                                    | 14,222,114 |
| B.           | Expenditures Authorized by Departments |                                       |            |
|              | Wastewater Treatment                   |                                       | 4,167,452  |
|              | Wastewater Collection                  |                                       | 10,054,663 |
|              | Total                                  | \$                                    | 14,222,114 |
| SECTION IV   |                                        | <u>STORMWATER FUND</u>                | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 317,969    |
| B.           | Expenditures Authorized                |                                       | 317,969    |
| SECTION V    |                                        | <u>SOLID WASTE FUND</u>               | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 1,071,500  |
| B.           | Expenditures Authorized                |                                       | 1,071,500  |
| SECTION VI   |                                        | <u>SOUTH HARBOUR GOLF COURSE FUND</u> | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 286,055    |
| B.           | Expenditures Authorized by Departments |                                       |            |
|              | Golf Course Grounds Maintenance        |                                       | 190,909    |
|              | Golf Course Operations                 |                                       | 95,145     |
|              | Total                                  | \$                                    | 286,055    |
| SECTION VII  |                                        | <u>SEWER DISTRICT FEE FUND</u>        | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 2,158,161  |
| B.           | Expenditures Authorized                | \$                                    | 2,158,161  |
| SECTION VIII |                                        | <u>ACCOMMODATIONS TAX FUND</u>        | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 707,000    |
| B.           | Expenditures Authorized                | \$                                    | 707,000    |
| SECTION VIII |                                        | <u>BEACH TAX FUND</u>                 | Amount     |
| A.           | Revenues Anticipated                   | \$                                    | 744,000    |
| B.           | Expenditures Authorized                | \$                                    | 744,000    |

SECTION X BEACH RENOURISHMENT

|    |                         | Amount       |
|----|-------------------------|--------------|
| A. | Revenues Anticipated    | \$ 1,102,884 |
| B. | Expenditures Authorized | \$ 1,102,884 |

SECTION XI PIER REBUILDING PROJECT

|    |                         | Amount     |
|----|-------------------------|------------|
| A. | Revenues Anticipated    | \$ 554,125 |
| B. | Expenditures Authorized | \$ 554,125 |

SECTION XII CAPITAL RESERVE FUND

|    |                         | Amount     |
|----|-------------------------|------------|
| A. | Revenues Anticipated    | \$ 728,358 |
| B. | Expenditures Authorized | \$ 728,358 |

SECTION XIII 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 .310 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 2017-2018. The total ad valorem tax rate of .310 includes .020 per \$100.00 designated as funding for the Town of Oak Island's Sand Nourishment Project which will be accounted for in a separate fund. This rate is based on an estimated valuation of \$ 2,480,805,805 at an estimated collection rate of 97.66%.

SECTION XIII Service Rates Established

The service rates for Town of Oak Island for fiscal year 2017-2018, 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. Rates for water and wastewater services were increased 1.5% to account for inflation.

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 2017-2018 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.

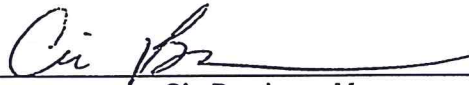
SECTION XVII Notes and Effective Changes

The FY 2017-18 budget authorizes a merit increase of up to 4 percent to be used as a pool for employee evaluations. In addition, a Cost of Living Adjustment (COLA) of 0.8% was approved. All evaluations will be conducted on or near the employee's anniversary date and will be performed by the department head or supervisor and approved by the Town Manager. An updated Pay Classification and Salary Grade Scale was approved.

SECTION XVII

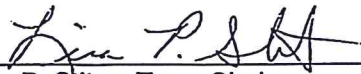
A copy of this Budget Ordinance shall be furnished to the Budget Officer, the Finance Director, Town Clerk and the Tax Collector for direction in the carrying out of their duties.

Adopted this the 13th day of June, 2017.

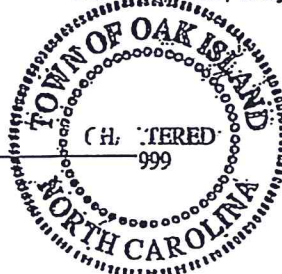


Cin Brochure, Mayor

ATTESTED:



Lisa P. Stites, Town Clerk



(SEAL)

TOWN OF OAK ISLAND  
BUDGET COMPARISON

| FUND/DEPARTMENT           | FY 2016 - 2017<br>(as amended) | Adopted<br>FY 2017-2018 | Increase<br>(Decrease) |
|---------------------------|--------------------------------|-------------------------|------------------------|
| <b>REVENUES</b>           |                                |                         |                        |
| GENERAL FUND              | 12,860,388                     | 12,295,441              | (564,947)              |
| WATER FUND                | 3,760,552                      | 6,375,581               | 2,615,029              |
| WASTEWATER FUND           | 15,437,420                     | 14,222,114              | (1,215,306)            |
| STORMWATER FUND           | 442,741                        | 317,969                 | (124,772)              |
| SOLID WASTE FUND          | 978,488                        | 1,071,500               | 93,012                 |
| SOUTH HARBOR GOLF COURSE  | 327,825                        | 286,055                 | (41,770)               |
| SEWER DISTRICT FEE FUND   | 2,301,239                      | 2,158,161               | (143,078)              |
| ACCOMMODATIONS TAX FUND   | 657,000                        | 707,000                 | 50,000                 |
| BEACH TAX FUND            | 835,666                        | 744,000                 | (91,666)               |
| BEACH RENOURISHMENT FUND  | 0                              | 618,333                 | 618,333                |
| PIER REBUILD PROJECT FUND | 0                              | 554,125                 | 554,125                |
| CAPITAL RESERVE FUND      | 955,180                        | 728,358                 | (226,822)              |
| BEACH PRESERVATION FUND   | 41,400                         | 21,400                  | (20,000)               |
| TOTAL REVENUES            | 38,597,899                     | 40,100,037              | 1,502,138              |
| LESS INTERFUND TRANSFERS  | 5,599,815                      | 6,304,840               | (705,025)              |
| NET REVENUES              | 32,998,084                     | 33,795,197              | 2,207,162              |

|                                             | FY 2016 - 2017<br>(as amended) | Adopted<br>FY 2017-2018 | DIFFERENCE<br>FY 2017-2018 |
|---------------------------------------------|--------------------------------|-------------------------|----------------------------|
| <b>EXPENDITURES</b>                         |                                |                         |                            |
| <u>GENERAL FUND</u>                         |                                |                         |                            |
| TOWN COUNCIL                                | 314,243                        | 261,436                 | 52,806                     |
| OUTSIDE AGENCY                              | 49,000                         | 50,800                  | (1,800)                    |
| ADMINISTRATION                              | 3,560,528                      | 2,820,332               | 740,197                    |
| FACILITIES MANAGEMENT                       | 419,325                        | 379,626                 | 39,700                     |
| POLICE                                      | 2,689,840                      | 2,556,597               | 133,243                    |
| FIRE & EMS DEPARTMENT                       | 2,647,657                      | 2,831,478               | (183,821)                  |
| ANIMAL CONTROL                              | 55,100                         | 58,455                  | (3,355)                    |
| DEVELOPMENT SERVICES                        | 709,644                        | 709,583                 | 62                         |
| PUBLIC WORKS ADMINISTRATION                 | 125,798                        | 168,194                 | (42,396)                   |
| FLEET MAINTENANCE                           | 160,520                        | 160,538                 | (19)                       |
| PUBLIC WORKS OPERATIONS                     | 1,221,710                      | 1,243,595               | (21,884)                   |
| RECREATION DEPARTMENT                       | 735,454                        | 902,842                 | (167,388)                  |
| RECREATION-COMMUNITY RESOURCE CENTER        | 171,568                        | 151,966                 | 19,602                     |
| TOTAL GENERAL FUND EXPENDITURES             | 12,860,387                     | 12,295,441              | 564,946                    |
| <u>WATER FUND</u>                           |                                |                         |                            |
| WATER-ADMINISTRATION                        | 2,734,926                      | 2,924,043               | (189,117)                  |
| WATER MAINTENANCE                           | 1,025,627                      | 3,451,538               | (2,425,912)                |
| TOTAL WATER FUND EXPENDITURES               | 3,760,552                      | 6,375,581               | (2,615,029)                |
| <u>WASTEWATER FUND</u>                      |                                |                         |                            |
| WASTEWATER TREATMENT                        | 5,306,456                      | 4,168,452               | 1,138,005                  |
| WASTEWATER COLLECTION                       | 10,130,963                     | 10,054,662              | 76,301                     |
| TOTAL WASTEWATER FUND EXPENDITURES          | 15,437,420                     | 14,223,114              | 1,214,305                  |
| <u>STORMWATER FUND</u>                      |                                |                         |                            |
|                                             | 442,741                        | 317,969                 | 124,772                    |
| <u>SOLID WASTE FUND</u>                     |                                |                         |                            |
|                                             | 978,488                        | 1,071,500               | (93,012)                   |
| <u>SOUTH HARBOR GOLF COURSE FUND</u>        |                                |                         |                            |
| TOTAL SOUTH HARBOR GOLF COURSE EXPENDITURES | 327,825                        | 286,055                 | 41,770                     |
| <u>SEWER DISTRICT FUND</u>                  |                                |                         |                            |
|                                             | 2,301,239                      | 2,158,161               | 143,078                    |
| <u>ACCOMODATIONS TAX FUND</u>               |                                |                         |                            |
|                                             | 657,000                        | 707,000                 | (50,000)                   |
| <u>BEACH TAX FUND</u>                       |                                |                         |                            |
|                                             | 835,666                        | 744,000                 | 91,666                     |
| <u>BEACH RENOURISHMENT PROJECT</u>          |                                |                         |                            |
|                                             | 0                              | 1,102,884               | (1,102,884)                |
| <u>PIER REBUILD PROJECT</u>                 |                                |                         |                            |
|                                             | 0                              | 554,125                 | (554,125)                  |
| <u>CAPITAL RESERVE FUND</u>                 |                                |                         |                            |
|                                             | 955,180                        | 728,358                 | 226,822                    |
| <u>BEACH PRESERVATION FUND</u>              |                                |                         |                            |
|                                             | 41,400                         | 21,400                  | 20,000                     |
| TOTAL EXPENDITURES                          | 38,597,898                     | 40,585,589              | (1,987,690)                |
| LESS INTERFUND TRANSFERS                    | 5,599,815                      | 6,304,840               | (705,025)                  |
| NET EXPENDITURES                            | 32,998,083                     | 34,280,749              | (1,282,666)                |



**TOWN OF OAK ISLAND  
GENERAL FUND REVENUES (10)  
FY 2017 - 2018**

| New<br>Account<br>Number | Description                    | Previous<br>Year Actual<br>FY 15 - 16 | Y.T.D.<br>Current<br>Budget |            | Revenue<br>As of<br>5/31/2017 | Estimated<br>Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 2017 - 2018 | Manager<br>Recommends | Council<br>Approved |
|--------------------------|--------------------------------|---------------------------------------|-----------------------------|------------|-------------------------------|------------------------------------|------------------------------------|-----------------------|---------------------|
|                          |                                |                                       | FY 16 - 17                  | FY 16 - 17 |                               |                                    |                                    |                       |                     |
| 10-300-1100              | CURRENT YEARS TAXES            | 6,473,638                             | 6,829,015                   | 7,061,095  | 7,100,000                     | 7,025,989                          | 7,025,989                          | 7,025,989             | 7,025,989           |
| 10-300-1201              | PRIOR YEARS TAXES              | 276,861                               | 150,000                     | 207,899    | 210,000                       | 150,000                            | 150,000                            | 150,000               | 150,000             |
| 10-300-1300              | MOTOR VEHICLES TAXES           | 168,275                               | 150,000                     | 248,550    | 248,550                       | 150,000                            | 150,000                            | 150,000               | 150,000             |
| 10-300-1500              | INTEREST                       |                                       |                             |            |                               |                                    |                                    |                       |                     |
| 10-300-1600              | TAX PENALTIES                  | 21,031                                | 1,500                       | 41,840     | 42,000                        | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 10-300-1601              | MV TAX PENALTIES               | 139,269                               | 50,000                      | 102,644    | 103,000                       | 75,000                             | 75,000                             | 75,000                | 75,000              |
| 10-300-3100              | LGRS OPTIONAL SALES TAX        | 78                                    | 2,000                       | 0          | 0                             | 0                                  | 0                                  | 0                     | 0                   |
| 10-300-3101              | LGRS OPT SALES TAX 1/2%(40)    | 605,542                               | 627,700                     | 668,160    | 717,160                       | 640,254                            | 640,254                            | 640,254               | 640,254             |
| 10-300-3102              | LGRS OPT SALES TAX 1/2%(42)    | 316,333                               | 342,800                     | 367,806    | 397,806                       | 349,656                            | 349,656                            | 349,656               | 349,656             |
| 10-300-3103              | LGRS OPT SALES TAX 1/2%(44)    | 295,272                               | 322,000                     | 342,998    | 367,998                       | 328,440                            | 328,440                            | 328,440               | 328,440             |
| 10-300-3210              | UTILITIES FRANCHISE TAX REV    | 258,171                               | 308,600                     | 345,771    | 375,771                       | 314,772                            | 314,772                            | 314,772               | 314,772             |
| 10-300-3220              | BEER AND WINE TAX PROCEEDS     | 851,946                               | 457,800                     | 531,624    | 531,624                       | 466,956                            | 466,956                            | 466,956               | 466,956             |
| 10-300-3230              | VIDEO PROGRAMMING              | 31,387                                | 33,800                      | 33,335     | 33,335                        | 33,800                             | 33,800                             | 33,800                | 33,800              |
| 10-300-3240              | TELEPHONE COMMUNICATION TAX    | 74,998                                | 91,000                      | 114,015    | 114,015                       | 91,000                             | 91,000                             | 91,000                | 91,000              |
| 10-300-4211              | FIRE DISTRICT FEES             | 15,195                                | 24,500                      | 21,603     | 21,603                        | 24,010                             | 24,010                             | 24,010                | 24,010              |
| 10-300-3330              | NC CONTROL SUBSTANCE DIST.     | 1,078,046                             | 1,015,000                   | 1,078,607  | 1,078,607                     | 1,372,746                          | 1,372,746                          | 1,372,746             | 1,372,746           |
| 10-300-3710              | CAMA REIMBURSEMENT             | 391                                   | 0                           | 221        | 221                           | 100                                | 100                                | 100                   | 100                 |
| 10-300-3720              | NCDOT MOWING AGREEMENT         | 11,710                                | 4,500                       | 6,925      | 6,925                         | 4,000                              | 4,000                              | 4,000                 | 4,000               |
| 10-300-3810              | POWELL BILL DISTRIBUTIONS      | 8,122                                 | 6,520                       | 7,767      | 7,767                         | 7,000                              | 7,000                              | 7,000                 | 7,000               |
| 10-300-3900              | ABC NET REVENUE                | 308,331                               | 306,000                     | 308,971    | 308,971                       | 306,000                            | 306,000                            | 306,000               | 306,000             |
| 10-300-4100              | CABLE VISION RECEIPTS          | 110,922                               | 139,000                     | 132,718    | 132,718                       | 130,000                            | 130,000                            | 130,000               | 130,000             |
| 10-300-4210              | NUISANCE FEES                  | 0                                     | 10,000                      | 0          | 10,000                        | 10,000                             | 10,000                             | 10,000                | 10,000              |
| 10-300-4211              | BUILDING PERMITS (540)         | 665                                   | 500                         | 0          | 500                           | 500                                | 500                                | 500                   | 500                 |
| 10-300-4214              | PLUMBING PERMITS (540)         | 412,192                               | 195,000                     | 391,405    | 400,000                       | 299,500                            | 299,500                            | 299,500               | 299,500             |
| 10-300-4213              | ELECTRICAL PERMITS (540)       | 21,600                                | 12,000                      | 20,700     | 24,275                        | 18,000                             | 18,000                             | 18,000                | 18,000              |
| 10-300-4214              | MECHANICAL PERMITS (540)       | 47,340                                | 21,000                      | 46,701     | 50,000                        | 32,000                             | 32,000                             | 32,000                | 32,000              |
| 10-300-4216              | PLANNING/BOA (540)             | 57,085                                | 33,000                      | 66,725     | 67,000                        | 50,000                             | 50,000                             | 50,000                | 50,000              |
| 10-300-4220              | DEVELOPMENT PERMITS (540)      | 0                                     | 0                           | 10,267     | 10,267                        | 4,500                              | 4,500                              | 4,500                 | 4,500               |
| 10-300-4231              | CIVIL CITATIONS                | 7,670                                 | 6,900                       | 5,350      | 6,900                         | 25,500                             | 25,500                             | 25,500                | 25,500              |
| 10-300-4220              | HOMEOWNERS RECOVERY FUND (540) | 8,951                                 | 5,000                       | 8,947      | 9,000                         | 5,000                              | 5,000                              | 5,000                 | 5,000               |
| 10-300-4250              | PARKING REGISTRATIONS          | 2,040                                 | 1,000                       | 2,210      | 2,210                         | 2,000                              | 2,000                              | 2,000                 | 2,000               |
| 10-300-4251              | PARKING REGISTRATIONS-HANDICAP | 19,682                                | 8,000                       | 10,060     | 10,060                        | 8,000                              | 8,000                              | 8,000                 | 8,000               |
| 10-300-4301              | DEVELOPMENT PERMITS (540)      | 285                                   | 0                           | 50         | 50                            | 0                                  | 0                                  | 0                     | 0                   |
| 10-300-4302              | ZONING PERMITS                 | 25,600                                | 6,800                       | 30,205     | 31,000                        | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 10-300-4410              | FIRE TRANSPORT FEES            | 16,635                                | 12,000                      | 20,237     | 20,200                        | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 10-300-4420              | FIRE BURN FEE FOR STRUCTURES   | 1,331                                 | 18,000                      | 676        | 676                           | 0                                  | 0                                  | 0                     | 0                   |
| 10-300-4421              | FIRE PERMITS                   | 3,048                                 | 10,000                      | 2,800      | 2,800                         | 8,400                              | 8,400                              | 8,400                 | 8,400               |
| 10-300-4430              | FIREMENS RELIEF FUND           | 5,058                                 | 1,200                       | 9,825      | 9,825                         | 7,000                              | 7,000                              | 7,000                 | 7,000               |
| 10-300-4440              | DONATIONS FIRE/EMS             | 0                                     | 0                           | 0          | 0                             | 0                                  | 0                                  | 0                     | 0                   |
| 10-300-4450              | EMS SERVICE BILLING            | 610                                   | 100                         | 250        | 250                           | 100                                | 100                                | 100                   | 100                 |
| 10-300-4460              | FIRE STATION RENT              | 3,085                                 | 30,000                      | 4,712      | 5,000                         | 5,000                              | 5,000                              | 5,000                 | 5,000               |
| 10-300-4610              | RECREATION DEPT RECEIPTS       | 6,000                                 | 0                           | 0          | 0                             | 0                                  | 0                                  | 0                     | 0                   |
| 10-300-4611              | TURTLE PROGRAMS                | 106,156                               | 62,000                      | 90,194     | 100,000                       | 60,000                             | 60,000                             | 60,000                | 60,000              |
| 10-300-4612              | REC CENTER SHELTER RENTAL      | 1,350                                 | 3,000                       | 5,927      | 5,927                         | 3,000                              | 3,000                              | 3,000                 | 3,000               |
| 10-300-4620              | FUNDRAISING & SPONSORSHIPS     | 0                                     | 0                           | 2,449      | 3,000                         | 1,500                              | 1,500                              | 1,500                 | 1,500               |
| 10-300-4630              | WEIGHT ROOM FEES               | -25                                   | 2,000                       | 0          | 0                             | 2,000                              | 2,000                              | 2,000                 | 2,000               |
| 10-300-4640              | PRODUCTS FOR SALE              | 51,305                                | 45,000                      | 48,476     | 50,000                        | 45,000                             | 45,000                             | 45,000                | 45,000              |
|                          |                                | 8,293                                 | 6,000                       | 6,672      | 7,000                         | 6,000                              | 6,000                              | 6,000                 | 6,000               |



**TOWN OF OAK ISLAND  
GENERAL FUND REVENUES (10)  
FY 2017 - 2018**

| New<br>Account<br>Number | Description                         | Y.T.D.     |            | Previous<br>Year Actual<br>FY 15 - 16 | Current<br>Budget<br>FY 16 - 17 | Revenue<br>As of<br>5/31/2017 | Estimated<br>Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 2017 - 2018 | Manager<br>Recommendations | Council<br>Approved |
|--------------------------|-------------------------------------|------------|------------|---------------------------------------|---------------------------------|-------------------------------|------------------------------------|------------------------------------|----------------------------|---------------------|
|                          |                                     |            |            |                                       |                                 |                               |                                    |                                    |                            |                     |
| 10-300-4710              | PIER LEASE                          | 84,675     | 79,000     |                                       |                                 | 38,949                        | 38,949                             | 0                                  | 0                          | 0                   |
| 10-300-8100              | MISCELLANEOUS REVENUES              | 11,319     | 3,300      |                                       |                                 | 11,027                        | 11,027                             | 10,000                             | 10,000                     | 10,000              |
| 10-300-8200              | DONATIONS                           | 1,510      | 4,000      |                                       |                                 | 50                            | 50                                 | 0                                  | 0                          | 0                   |
| 10-300-8410              | SALE OF FIXED ASSETS                | 900        | 0          |                                       |                                 | 243                           | 243                                | 0                                  | 0                          | 0                   |
| 10-300-8411              | SALE OF FIXED ASSETS-FIRE DEPT      | 434,600    | 0          |                                       |                                 | 0                             | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-8420              | SALE OF MATERIALS                   | 584        | 0          |                                       |                                 | 10,971                        | 10,971                             | 0                                  | 0                          | 0                   |
| 10-300-8500              | INSURANCE RECOVERY                  | 93         | 0          |                                       |                                 | 0                             | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-8906              | NCLM SAFETY GRANTS                  | 1,247      | 0          |                                       |                                 | 0                             | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-8907              | NC FORESTRY GRANT                   | 800        | 5,700      |                                       |                                 | 5,700                         | 5,700                              | 0                                  | 0                          | 0                   |
| 10-300-8908              | MOSQUITO CONTROL REVENUE            | 2,900      | 0          |                                       |                                 | 0                             | 2,900                              | 0                                  | 0                          | 0                   |
| 10-300-8909              | FEMA REIMBURSEMENT/ASSISTANCE       | 0          | 500,000    |                                       |                                 | 25,142                        | 500,000                            | 0                                  | 0                          | 0                   |
| 10-300-8912              | BRUNSWICK COUNTY RESCUE CONT.       | 36,000     | 36,000     |                                       |                                 | 18,000                        | 36,000                             | 0                                  | 0                          | 0                   |
| 10-300-8913              | BRUNSWICK CO, TRANSIT REIMBURSEMENT | 20,000     | 20,000     |                                       |                                 | 20,000                        | 20,000                             | 20,000                             | 20,000                     | 20,000              |
| 10-300-8918              | KAYAK LAUNCH GRANT                  | 0          | 60,843     |                                       |                                 | 55,544                        | 55,544                             | 0                                  | 0                          | 0                   |
| 10-300-8919              | RECREATION DONATIONS                | 3,465      | 3,000      |                                       |                                 | 7,527                         | 7,527                              | 3,000                              | 3,000                      | 3,000               |
| 10-300                   | CONNECT NC GRANT                    |            |            |                                       |                                 |                               |                                    | 28,118                             | 28,118                     | 28,118              |
| 10-300                   | PARTF GRANT                         |            |            |                                       |                                 |                               |                                    | 100,000                            | 100,000                    | 100,000             |
| 10-300                   | CRFL GRANT                          |            |            |                                       |                                 |                               |                                    | 10,000                             | 10,000                     | 10,000              |
| 10-300                   | CAMA GRANT                          |            |            |                                       |                                 |                               |                                    | 16,600                             | 16,600                     | 16,600              |
| 10-300-8925              | TRANSFER FROM ACCOMMODATIONS TAX    | 0          | 22,853     |                                       |                                 |                               | 22,853                             | 0                                  | 0                          | 0                   |
| 10-300-8972              | TRANSFER FROM CAPITAL RESERVES      | 0          | 75,160     |                                       |                                 | 14,160                        | 14,160                             | 0                                  | 0                          | 0                   |
| 10-300-9110              | LOAN PROCEEDS                       | 780,000    | 0          |                                       |                                 |                               | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-9501              | BOND REFUNDING PROCEEDS             | 4,876      | 0          |                                       |                                 |                               | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-9800              | APPROPRIATED FUND BALANCE           |            | 395,297    |                                       |                                 | 0                             | 0                                  | 0                                  | 0                          | 0                   |
| 10-300-9810              | APPROPRIATED -POWELL BILL           |            | 308,000    |                                       |                                 |                               |                                    | 0                                  | 0                          | 0                   |
|                          |                                     | 13,234,431 | 12,860,388 | 12,614,700                            | 13,349,935                      | 12,295,441                    | 12,295,441                         | 12,295,441                         | 12,295,441                 | 12,295,441          |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - TOWN COUNCIL (10-410)**  
**FY 2017 - 2018**

| Account Number      | Description                   | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 2017 - 2018 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|---------------------|-------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|------------------------------------|-----------------------|---------------------|
|                     |                               | \$                                 | \$                           | \$                                 | \$                                 | \$                                 | \$                    | \$                  |
| <b>TOWN COUNCIL</b> |                               |                                    |                              |                                    |                                    |                                    |                       |                     |
| 10-410-0210         | FEES PAID ELECTED OFFICIALS   | 37,505                             | 39,000                       | 35,750                             | 39,000                             | 39,000                             | 39,000                | 39,000              |
| 10-410-0300         | FICA EXPENSE                  | 2,474                              | 2,984                        | 2,280                              | 2,984                              | 2,984                              | 2,984                 | 2,984               |
| 10-410-0410         | GROUP INSURANCE               | 373                                | 0                            | 0                                  | 0                                  | 0                                  | 0                     | 0                   |
| 10-410-0800         | WORKERS COMPENSATION          | 0                                  | 659                          | 652                                | 659                                | 953                                | 953                   | 953                 |
| 10-410-2100         | DEPARTMENTAL SUPPLIES         | 2,122                              | 2,000                        | 630                                | 2,000                              | 2,000                              | 2,000                 | 2,000               |
| 10-410-2101         | SUPPLIES - VIDEOTAPING        | 4,194                              | 2,000                        | 2,473                              | 2,000                              | 3,000                              | 3,000                 | 3,000               |
| 10-410-2406         | EMPLOYEE/VOLUNTEER DINNER     | 0                                  | 2,500                        | 0                                  | 2,500                              | 2,500                              | 2,500                 | 2,500               |
| 10-410-3100         | PROFESSIONAL SERVICES - LEGAL | 106,732                            | 168,000                      | 63,520                             | 168,000                            | 120,000                            | 120,000               | 120,000             |
| 10-410-3101         | PROFESSIONAL SERVICES - OTHER | 49,471                             | 65,500                       | 54,500                             | 55,000                             | 66,000                             | 66,000                | 66,000              |
| 10-410-3104         | SPECIAL PROJECTS              | 4,557                              | 18,000                       | 1,800                              | 18,000                             | 9,000                              | 9,000                 | 9,000               |
| 10-410-3200         | ADVERTISING                   | 7,610                              | 4,600                        | 5,122                              | 4,600                              | 6,000                              | 6,000                 | 6,000               |
| 10-410-3600         | COUNCIL DEVELOPMENT           | 5,239                              | 4,000                        | 2,288                              | 4,000                              | 4,000                              | 4,000                 | 4,000               |
| 10-410-4600         | ELECTION EXPENSES             | 3,829                              | 0                            | 0                                  | 0                                  | 3,000                              | 3,000                 | 3,000               |
| 10-410-9100         | EXPENDABLE EQUIPMENT          | 293                                | 5,000                        | 746                                | 5,000                              | 3,000                              | 3,000                 | 3,000               |
| <b>10-410</b>       | <b>DEPARTMENT TOTAL</b>       | <b>224,399</b>                     | <b>314,243</b>               | <b>169,761</b>                     | <b>303,743</b>                     | <b>261,436</b>                     | <b>261,436</b>        | <b>261,436</b>      |

**BUDGET SUMMARY - TOWN COUNCIL (10-410)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                                                                                               |                            |                   |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------|
| 2100 | <u>DEPARTMENT SUPPLIES</u><br>Based on prior expenditures. Includes supplies, name plates, plaques and funeral flowers / donations                                                                                                            | TOTAL =                    | \$2,000           |
| 2101 | <u>SUPPLIES - VIDEOTAPING</u><br>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 =                    | \$3,000           |
| 2406 | <u>EMPLOYEE / VOLUNTEER APPRECIATION DINNER</u><br>To cover cost of dinner to reflect Town's appreciation of its volunteers                                                                                                                   | TOTAL =                    | \$2,500           |
| 3100 | <u>PROFESSIONAL SERVICES - LEGAL</u><br>Town Attorney Services - projected at \$10,000 per month<br>Includes other various legal fees / expenses not a part of the Town Attorney's Contract and/or any other professional fees.               | 120,000<br>120,000 TOTAL = | \$120,000         |
| 3101 | <u>PROFESSIONAL SERVICES - OTHER</u><br>2016 - 2017 Audit Contract estimate of \$66,000.                                                                                                                                                      | TOTAL =                    | \$66,000          |
| 3104 | <u>SPECIAL PROJECTS</u><br>To cover special projects that arise during the course of the year ( \$750 x 12 )                                                                                                                                  | TOTAL =                    | \$9,000           |
| 3200 | <u>ADVERTISING</u><br>Based on review of current year advertising. Picture Perfect Guide \$1,250, and State Port Pilot                                                                                                                        | TOTAL =                    | \$6,000           |
| 3600 | <u>COUNCIL DEVELOPMENT</u><br>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           |
| 4200 | <u>ELECTION EXPENSES</u><br>Anticipated Expenses to conduct election for Mayor and Town Council                                                                                                                                               | TOTAL =                    | \$3,000           |
| 9100 | <u>EXPENDABLE EQUIPMENT</u><br>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 =                    | \$3,000           |
|      |                                                                                                                                                                                                                                               | TOTAL                      | <u>\$ 218,500</u> |



**TOWN OF OAK ISLAND  
DEPARTMENT SUMMARY  
FY 2017 - 2018**

**TOWN COUNCIL**

| <u>EXPENDITURES</u>  | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 2017 - 2018</u> |                     | <u>APPROVED<br/>FY 2017 - 2018<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> | <u>POSITIONS</u>       |
|----------------------|------------------------------|------------------------------|-------------------------------------|---------------------|-----------------------------------------------|----------------------------------|------------------------|
|                      |                              |                              | <u>BUDGET</u>                       | <u>%<br/>CHANGE</u> |                                               |                                  |                        |
| Service Compensation | 40,352                       | 42,643                       | 42,936                              | 0.68%               | 42,936                                        | 0.69%                            | Mayor 1                |
| Operating Expenses   | 184,047                      | 271,600                      | 218,500                             | -24.30%             | 218,500                                       | -19.55%                          | Town Council Members 5 |
| Transfers            |                              |                              |                                     |                     |                                               |                                  |                        |
| <b>TOTAL</b>         | <b>224,399</b>               | <b>314,243</b>               | <b>261,436</b>                      | <b>-16.80%</b>      | <b>261,436</b>                                | <b>-16.80%</b>                   | <b>TOTAL 6</b>         |

PERSONNEL

FULL-TIME      PART-TIME      TOTAL  
0                      0

**BUDGET SUMMARY - TOWN COUNCIL (10-410)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | Adopted<br>SALARY | APPROVED<br>SALARY |
|-------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|
| <b>TOTAL ALL SALARIES</b>           |          |                   |                     |                   |                    |
|                                     |          | \$ 39,000         | \$ 39,000           | \$ 39,000         | \$ 39,000          |
| <b>FRINGE BENEFIT COSTS</b>         |          |                   |                     |                   |                    |
| FICA & MEDICARE                     |          | 2,984             | 2,984               | 2,984             | 2,984              |
| WORKERS COMPENSATION                |          | 659               | 953                 | 953               | 953                |
| <b>TOTAL FRINGE BENEFIT COSTS</b>   |          | <b>3,643</b>      | <b>3,936</b>        | <b>3,936</b>      | <b>3,936</b>       |
| <b>GRAND TOTAL PERSONNEL BUDGET</b> |          |                   |                     |                   |                    |
|                                     |          | <b>42,643</b>     | <b>42,936</b>       | <b>42,936</b>     | <b>42,936</b>      |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - OUTSIDE AGENCY FUNDING (10-411)**  
**FY 2017 - 2018**

| Account Number                | Description                         | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | AGENCY<br>REQUESTS<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------------------|-------------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|----------------------------------|-----------------------|---------------------|
| <b>OUTSIDE AGENCY FUNDING</b> |                                     |                                    |                              |                                    |                                    |                                  |                       |                     |
| 10-411-3301                   | BRUNS FAMILY ASSISTANCE             | 2,000                              | 2,000                        | 0                                  | 2,000                              | 2,000                            | 2,000                 | 2,000               |
| 10-411-3303                   | CHAMBER OF COMMERCE                 | 3,000                              | 5,000                        | 5,000                              | 5,000                              | 5,000                            | 5,000                 | 5,000               |
| 10-411-3305                   | OKI SENIOR CITIZENS INC             | 1,500                              | 1,500                        | 1,500                              | 1,500                              | 1,500                            | 1,500                 | 1,500               |
| 10-411-3307                   | COMMUNITIES IN SCHOOLS              | 0                                  | 1,000                        | 0                                  | 1,000                              | 1,800                            | 1,800                 | 1,800               |
| 10-411-3308                   | HOPE HARBOR HOME INC                | 1,500                              | 1,500                        | 0                                  | 1,500                              | 0                                | 0                     | 0                   |
| 10-411-3309                   | OAK ISLAND WATER RESCUE **          | 22,500                             | 22,500                       | 22,500                             | 22,500                             | 22,500                           | 22,500                | 22,500              |
| 10-411-3311                   | NC FOURTH OF JULY FESTIVAL          | 1,000                              | 1,000                        | 0                                  | 1,000                              | 2,000                            | 2,000                 | 2,000               |
| 10-411-3314                   | BRUNS COUNTY LITERACY COUNCIL       | 0                                  | 1,500                        | 1,500                              | 1,500                              | 0                                | 0                     | 0                   |
| 10-411-3331                   | SEA BISCUIT WILDLIFE SHELTER        | 1,000                              | 1,000                        | 0                                  | 1,000                              | 1,000                            | 1,000                 | 1,000               |
| 10-411-3332                   | OAK ISLAND BEAUTIFICATION           | 1,000                              | 1,000                        | 0                                  | 1,000                              | 0                                | 0                     | 0                   |
| 10-411-3333                   | BRUNSWICK COUNTY PLANNING           | 2,000                              | 0                            | 0                                  | 0                                  | 0                                | 0                     | 0                   |
| 10-411-3600                   | BRUNSWICK SHORES RADIO CLUB         | 4,000                              | 0                            | 0                                  | 0                                  | 0                                | 0                     | 0                   |
| 10-411-3334                   | VIETNAM VETERANS WALL               | 1,000                              | 0                            | 0                                  | 0                                  | 0                                | 0                     | 0                   |
| 10-411-3335                   | BRUNSWICK CO. AIRPORT               | 0                                  | 10,000                       | 10,000                             | 10,000                             | 15,000                           | 15,000                | 15,000              |
| 10-411-3602                   | BRUNSWICK SEARCH & RESCUE           | 0                                  | 1,000                        | 0                                  | 1,000                              | 0                                | 0                     | 0                   |
| 10-411                        | <b>OUTSIDE AGENCY FUNDING TOTAL</b> | <b>40,500</b>                      | <b>49,000</b>                | <b>40,500</b>                      | <b>49,000</b>                      | <b>50,800</b>                    | <b>50,800</b>         | <b>50,800</b>       |

\*\* Note; The Oak Island Water Rescure (Acct 10-411-3309) was previously reflected in Fire Department



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - ADMINISTRATION (10-420)**  
**FY 2017 - 2018**

| Account Number        | Description                        | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-----------------------|------------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|-------------------------------|-----------------------|---------------------|
| <b>ADMINISTRATION</b> |                                    |                                    |                              |                                    |                                    |                               |                       |                     |
| 10-420-0220           | SALARIES & WAGES - FULL TIME       | 779,316                            | 681,113                      | 678,250                            | 681,113                            | 789,477                       | 789,477               | 789,477             |
| 10-420-0250           | CELL PHONE ALLOWANCE               | 1,850                              | 2,400                        | 2,100                              | 2,400                              | 2,400                         | 2,400                 | 2,400               |
| 10-420-0300           | FICA EXPENSE                       | 62,092                             | 52,289                       | 50,136                             | 52,289                             | 60,579                        | 60,579                | 60,579              |
| 10-420-0410           | GROUP INSURANCE                    | 128,043                            | 125,369                      | 93,178                             | 125,369                            | 104,769                       | 104,769               | 104,769             |
| 10-420-0500           | RETIREE INSURANCE                  |                                    |                              | 38,693                             | 14,145                             | 56,580                        | 56,580                | 56,580              |
| 10-420-0510           | RETIREMENT                         | 57,190                             | 50,062                       | 48,335                             | 50,062                             | 59,842                        | 59,842                | 59,842              |
| 10-420-0520           | 401K SUPP. RETIREMENT              | 14,285                             | 9,824                        | 11,783                             | 9,824                              | 11,303                        | 11,303                | 11,303              |
| 10-420-0700           | UNEMPLOYMENT                       | 3,465                              | 3,038                        | 0                                  | 3,038                              | 3,255                         | 3,255                 | 3,255               |
| 10-420-0800           | WORKERS COMPENSATION               | 0                                  | 18,849                       | 25,065                             | 18,849                             | 27,238                        | 27,238                | 27,238              |
| 10-420-2100           | DEPARTMENTAL SUPPLIES              | 11,276                             | 18,000                       | 9,222                              | 18,000                             | 18,000                        | 18,000                | 18,000              |
| 10-420-2105           | CASH OVER/SHORT                    | 131                                | 0                            | 4                                  | 0                                  | 0                             | 0                     | 0                   |
| 10-420-3200           | ADVERTISING                        | 1,088                              | 2,000                        | 1,203                              | 2,000                              | 2,000                         | 2,000                 | 2,000               |
| 10-420-3300           | DUES & SUBSCRIPTIONS               | 17,214                             | 17,500                       | 12,178                             | 17,500                             | 15,000                        | 15,000                | 15,000              |
| 10-420-3600           | STAFF DEVELOPMENT                  | 9,039                              | 8,000                        | 7,633                              | 8,000                              | 8,000                         | 8,000                 | 8,000               |
| 10-420-3601           | MANAGER'S STAFF DEVELOPMENT        | 5,781                              | 3,500                        | 0                                  | 3,500                              | 7,000                         | 7,000                 | 7,000               |
| 10-420-4110           | REPAIRS TOWN HALL                  |                                    | 6,500                        | 6,056                              | 5,709                              | 10,000                        | 10,000                | 10,000              |
| 10-420-4120           | MAINT. & REPAIR EQUIPMENT          | 6,142                              | 6,600                        | 1,459                              | 6,600                              | 6,600                         | 6,600                 | 6,600               |
| 10-420-4130           | MAINT & REPAIR VEHICLES            | 1,627                              | 3,600                        | 759                                | 3,600                              | 3,600                         | 3,600                 | 3,600               |
| 10-420-4140           | HURRICANE DAMAGE EXPENSE           | 0                                  | 500,000                      | 420,735                            | 500,000                            | 0                             | 0                     | 0                   |
| 10-420-4300           | TELEPHONE & POSTAGE                | 13,816                             | 14,500                       | 13,021                             | 14,500                             | 14,500                        | 14,500                | 14,500              |
| 10-420-4301           | INTERNET ACCESS                    | 16,089                             | 15,000                       | 20,124                             | 15,000                             | 18,000                        | 18,000                | 18,000              |
| 10-420-4308           | OAK ISLAND WEB PAGE                | 1,199                              | 10,000                       | 7,310                              | 10,000                             | 10,000                        | 10,000                | 10,000              |
| 10-420-4400           | UTILITIES                          | 0                                  | 25,200                       | 18,663                             | 25,200                             | 22,500                        | 22,500                | 22,500              |
| 10-420-4500           | LIABILITY INSURANCE                | 253,182                            | 229,500                      | 214,518                            | 212,517                            | 170,573                       | 170,573               | 170,573             |
| 10-420-4700           | MISC - FIRE DISTRICT FEES          | 11,330                             | 12,000                       | 11,030                             | 12,000                             | 12,000                        | 12,000                | 12,000              |
| 10-420-5420           | CAPITAL OUTLAY-TECHNOLOGY          | 178,003                            | 50,000                       | 45,938                             | 50,000                             | 60,000                        | 60,000                | 60,000              |
| 10-420-6100           | CONTRACTED SERVICES                | 100,647                            | 170,400                      | 163,085                            | 170,400                            | 147,200                       | 147,200               | 147,200             |
| 10-420-6600           | BANK, CREDIT CARD & PAYCHEX FEES   | 24,516                             | 30,000                       | 22,280                             | 30,000                             | 30,000                        | 30,000                | 30,000              |
| 10-420-7110           | DEBT SERVICE-PRINCIPLE             | 416,667                            | 858,000                      | 858,000                            | 858,000                            | 588,000                       | 588,000               | 588,000             |
| 10-420-7120           | DEBT SERVICE-INTEREST              | 180,047                            | 110,490                      | 110,681                            | 110,490                            | 52,920                        | 52,920                | 52,920              |
| 10-420-9100           | EXPENDABLE EQUIPMENT               | 2,911                              | 2,000                        | 180                                | 3,000                              | 2,000                         | 2,000                 | 2,000               |
| 10-420-9101           | EXPENDABLE EQUIPMENT - IT          | 12,892                             | 6,000                        | 5,275                              | 5,000                              | 10,000                        | 10,000                | 10,000              |
| 10-420-9635           | TRANSFER TO SOLID WASTE FUND       | 0                                  | 66,988                       | 0                                  | 0                                  | 0                             | 0                     | 0                   |
| 10-420-9646           | TRANSFER TO GOLF COURSE-OPERATIONS | 120,000                            | 129,240                      | 83,529                             | 129,240                            | 144,555                       | 144,555               | 144,555             |
| 10-420-9646           | TRANSFER TO GOLF COURSE-CAPITAL    | 0                                  | 62,585                       | 62,585                             | 62,585                             | 5,500                         | 5,500                 | 5,500               |
| 10-420-9672           | TRANSFER TO CAPITAL RESERVE        | 0                                  | 259,982                      | 259,982                            | 199,132                            | 346,941                       | 346,941               | 346,941             |
| 10-420-9700           | RESERVED FOR FUND BALANCE          | 36,626                             | -                            | 0                                  | 0                                  | 0                             | 0                     | 0                   |
| 10-420                | DEPARTMENT TOTAL                   | 2,466,461                          | 3,560,528                    | 3,302,990                          | 3,429,061                          | 2,820,332                     | 2,820,332             | 2,820,332           |

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - ADMINISTRATION (10-420)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

**2102 DEPARTMENT SUPPLIES**

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

TOTAL= \$18,000

**3200 ADVERTISING**

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

TOTAL= \$2,000

**3300 DUES AND SUBSCRIPTIONS**

|                                         |       |  |
|-----------------------------------------|-------|--|
| All Others                              | 3,800 |  |
| NC League of Municipalities             | 7,900 |  |
| Cape Fear Council of Governments        | 1,600 |  |
| North Carolina Management Association   | 100   |  |
| North Carolina Resort Towns Association | 100   |  |
| American Shore and Beaches              | 500   |  |
| NC Beach, Inlet & Waterway Association  | 1,000 |  |

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

15,000 TOTAL= \$16,000

**3600 STAFF DEVELOPMENT**

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

TOTAL= \$8,000

**3601 MANAGER'S STAFF DEVELOPMENT**

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

TOTAL= \$7,000

**4110 REPAIRS TOWN HALL**

Repairs to Town Hall based on past experience and current year activity

TOTAL= \$10,000

**4120 MAINTENANCE AND REPAIR EQUIPMENT**

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

|                                                  |                |  |
|--------------------------------------------------|----------------|--|
| Independent Mailing System & Letter Opener       | \$1,000        |  |
| CDS - Administration Copier Maintenance Contract | \$2,500        |  |
| RONCO - telephone System Maintenance             | \$1,350        |  |
| Remainder for repair of equipment as needed      | \$1,750        |  |
| <b>Totals</b>                                    | <b>\$6,600</b> |  |

TOTAL= \$6,600

**4130 REPAIRS & MAINTENANCE - VEHICLES**

Repair to vehicles for use by Town Hall employees

TOTAL= \$3,600

**4300 TELEPHONE AND POSTAGE**

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

|                                           |         |  |
|-------------------------------------------|---------|--|
| AT & T Phone Service averages \$600/month | \$7,200 |  |
| Postage (Town) and FedEx/Shipping (Admin) | \$7,300 |  |

\$14,500 TOTAL= \$14,500

**4301 INTERNET ACCESS**

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

TOTAL= \$18,000

**4308 WEB PAGE**

Cost to maintain the Town's Website

TOTAL= \$10,000

**4400 UTILITIES**

Based on analysis of current year billings from Brunswick Electric

TOTAL= \$22,500

**4500 LIABILITY INSURANCE AND UNEMPLOYMENT**

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

FY 2017 Insurance information:

|                                                    |                  |  |
|----------------------------------------------------|------------------|--|
| Property & Liability                               | \$151,000        |  |
| Flood Insurance                                    | \$9,073          |  |
| Deductible payments (3 claims @ \$3,500 per claim) | \$10,500         |  |
| <b>Total</b>                                       | <b>\$170,573</b> |  |

TOTAL= \$170,573

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

**FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |        |             |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------------|
| 4700 | <b><u>FIRE DISTRICT FEES</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |        |             |
|      | Payment of Town portion of fire fees. (This is refunded during the year by County in Fire District Fees)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | TOTAL= | \$12,000    |
| 5420 | <b><u>CAPITAL OUTLAY TECHNOLOGY</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |        |             |
|      | Update to computer software, replacement of outdated PC's and printers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | TOTAL= | \$60,000    |
| 6100 | <b><u>CONTRACTED SERVICES</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |        |             |
|      | Includes service/maintenance of Town's server hardware and software package upgrades; software license fees for ICS software; fees for Accurint service; copier lease payments, EAP contract service fees, postage meter updates; fees to Brunswick County for vehicle tax collections, rent for solid waste containers for certain municipal facilities, contract with municipal code corporation, copier lease, actuarial study, web master, etc.                                                                                                                                                                                          |        |             |
|      | ICS Software Contract - To maintain old system                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$     | 18,000      |
|      | Tyler Software - Annual Maintenance (\$1,500 and Licenses \$53,000)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$     | 54,500      |
|      | Oak Island Tribune-Monthly Newsletter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$     | 8,400       |
|      | Property Tax Notices-printing and mailing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$     | 6,500       |
|      | Town Hall Copier Leases                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$     | 8,000       |
|      | Employee Assistance Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | \$     | 3,000       |
|      | OPEB & LEO Separation Actuarial Valuations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$     | 5,000       |
|      | Arbitrage Rebate Calculation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$     | 4,500       |
|      | LexisNexis-Accurint                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$     | 1,600       |
|      | County DMV Collection Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$     | 1,200       |
|      | Fire Sprinkler & Fire Extinguisher Inspections                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$     | 500         |
|      | Codification of New Unified Development Ordinance (ORD)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$     | 17,000      |
|      | Municipal Code Updates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$     | 4,000       |
|      | Unanticipated software changes, updates or related costs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$     | 15,000      |
|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$     | 147,200     |
|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | TOTAL= | \$147,200   |
| 6600 | <b><u>BANK, CREDIT CARD &amp; PAYCHEX FEES</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |        |             |
|      | Tyler software and licensing for payroll processing - all departments, bank & credit card fees. Estimate of \$2,500 month based on current year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | TOTAL= | \$30,000    |
| 7110 | <b><u>DEBT SERVICE - PRINCIPAL</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |        |             |
|      | Includes debt service principal payments for Town Hall                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | TOTAL= | \$588,000   |
| 7120 | <b><u>DEBT SERVICE - INTEREST</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |             |
|      | Includes debt service interest payments for Town Hall                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TOTAL= | \$52,920    |
| 9100 | <b><u>EXPENDABLE EQUIPMENT</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |        |             |
|      | Estimated per past experience; replacement or new purchases of file cabinets, general office furniture, printers, computer memory                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TOTAL= | \$2,000     |
| 9101 | <b><u>EXPENDABLE EQUIPMENT - IT COMPUTER/PRINTER REPLACEMENTS</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |             |
|      | 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= | \$10,000    |
| 9635 | <b><u>TRANSFER TO SOLID WASTE</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |             |
|      | To supplement operations of solid waste to serve the citizens of Oak Island                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | TOTAL= | \$0         |
| 9646 | <b><u>TRANSFER TO GOLF COURSE</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |             |
|      | To supplement operations of the golf course operations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | TOTAL= | \$144,555   |
| 9646 | <b><u>TRANSFER TO GOLF COURSE</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |             |
|      | To supplement capital requests of the golf course                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TOTAL= | \$5,500     |
| 9672 | <b><u>TRANSFER TO CAPITAL RESERVE</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |        |             |
|      | Designated funds for future capital items or payoff of general fund loans                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | TOTAL= | \$346,941   |
|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | TOTAL  | \$1,704,889 |



TOWN OF OAK ISLAND  
BUDGET SUMMARY - ADMINISTRATION (10-420)  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|
| Salaries/Benefits   | \$ 1,046,240                       | \$ 942,943                         | \$ 1,115,443                                           | 18.3%                                         | \$ 1,115,443                                          | 18.3%                                        |
| Operating Expenses  | \$ 488,880                         | \$ 1,080,300                       | \$ 506,973                                             | -53.1%                                        | \$ 506,973                                            | -53.1%                                       |
| Capital Outlay      | \$ 178,003                         | \$ 50,000                          | \$ 60,000                                              | 20.0%                                         | \$ 60,000                                             | 16.7%                                        |
| Debt Service        | \$ 596,713                         | \$ 968,490                         | \$ 640,920                                             | -33.8%                                        | \$ 640,920                                            | -33.8%                                       |
| Transfers           | \$ 120,000                         | \$ 518,795                         | \$ 496,996                                             | -4.2%                                         | \$ 496,996                                            | -4.2%                                        |
| Reserve             | \$ 36,626                          | \$ -                               | \$ -                                                   | -                                             | \$ -                                                  | -                                            |
| <b>TOTAL</b>        | <b>\$ 2,466,461</b>                | <b>\$ 3,560,528</b>                | <b>\$ 2,820,332</b>                                    | <b>-20.8%</b>                                 | <b>\$ 2,820,332</b>                                   | <b>-20.8%</b>                                |

-19-

| <u>POSITIONS</u>                     |           |
|--------------------------------------|-----------|
| Town Manager                         | 1         |
| Finance Director                     | 1         |
| Human Resource Officer               | 1         |
| Accounting Analyst                   | 1         |
| Town Clerk/Asst Town Mgr.            | 1         |
| IT Administrator                     | 1         |
| Public Information Officer           | 1         |
| Accounting Technician                | 1         |
| Deputy Tax Collector                 | 1         |
| Customer Services Representative     | 3         |
| Administrative Support Specialist    | 1         |
| Office Assistant                     | 1         |
| Administrative Assistant II (VACANT) | 1         |
| <b>TOTAL</b>                         | <b>15</b> |

|                  |                  |                  |              |
|------------------|------------------|------------------|--------------|
| <b>PERSONNEL</b> | <b>FULL-TIME</b> | <b>PART-TIME</b> | <b>TOTAL</b> |
|                  | 15               | 0                | 15           |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - ADMINISTRATION (10-420)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                             | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | #       |
|----------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|---------|
| SALARIES-FULLTIME                |          | \$ 753,535        | \$ 753,535          | \$ 753,535        | \$ 753,535         | \$                  | 15      |
| TELEPHONE ALLOWANCE @ \$600.00   |          | \$ 2,400          | \$ 2,400            | \$ 2,400          | \$ 2,400           | \$                  | 4       |
| TOTAL ALL SALARIES AND ALLOWANCE |          | \$ 755,935        | \$ 755,935          | \$ 755,935        | \$ 755,935         | \$                  | 104,769 |
| EFFECTIVE MERIT                  |          | 3.6%              | \$ 16,318           | \$ 26,864         | \$ 26,864          | \$                  |         |
| COLA                             |          | 0.8%              | \$                  | \$ 5,703          | \$ 5,703           | \$                  |         |
| CHRISTMAS BONUS                  |          | \$225             | \$ 3,600            | \$ 3,375          | \$ 3,375           | \$                  |         |
| TOTAL SALARIES & OVERTIME        |          | \$ 775,853        | \$ 791,877          | \$ 791,877        | \$ 791,877         | \$                  |         |
| FRINGE BENEFIT COSTS             |          |                   |                     |                   |                    |                     |         |
| GROUP INSURANCE                  |          | \$ 125,369        | \$ 104,769          | \$ 104,769        | \$ 104,769         | \$                  |         |
| FICA & MEDICARE                  |          | \$ 52,289         | \$ 60,579           | \$ 60,579         | \$ 60,579          | \$                  |         |
| UNEMPLOYMENT                     |          | \$ 3,038          | \$ 3,255            | \$ 3,255          | \$ 3,255           | \$                  |         |
| LGERS RETIREMENT                 |          | \$ 50,062         | \$ 59,842           | \$ 59,842         | \$ 59,842          | \$                  |         |
| 401K RETIREMENT                  |          | \$ 9,824          | \$ 11,303           | \$ 11,303         | \$ 11,303          | \$                  |         |
| WORKERS COMPENSATION             |          | \$ 18,849         | \$ 27,238           | \$ 27,238         | \$ 27,238          | \$                  |         |
| TOTAL FRINGE BENEFIT COSTS       |          | \$ 259,431        | \$ 266,986          | \$ 266,986        | \$ 266,986         | \$                  |         |
| GRAND TOTAL PERSONNEL BUDGET     |          | \$ 1,035,284      | \$ 1,058,863        | \$ 1,058,863      | \$ 1,058,863       | \$                  |         |

**TOWN OF OAK ISLAND**  
**FACILITIES MAINTENANCE DEPARTMENT (10-500)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                               | DESCRIPTION                  | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 17 - 18 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------------------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>PUBLIC SERVICES - FACILITIES MAINTENANCE</b> |                              |                                       |                                 |                                       |                                    |                                |                       |                     |
| 10-500-0220                                     | SALARIES & WAGES - FULL TIME | 57,201                                | 95,337                          | 92,893                                | 95,337                             | 74,059                         | 74,059                | 74,059              |
| 10-500-0240                                     | SALARIES & WAGES - OVER TIME | 0                                     | 1,500                           | 3,738                                 | 1,500                              | 2,000                          | 2,000                 | 2,000               |
| 10-500-0250                                     | CELL PHONE ALLOWANCE         | 500                                   | 1,200                           | 1,050                                 | 1,200                              | 1,200                          | 1,200                 | 1,200               |
| 10-500-0300                                     | FICA EXPENSE                 | 4,446                                 | 7,408                           | 7,409                                 | 7,408                              | 5,819                          | 5,819                 | 5,819               |
| 10-500-0410                                     | GROUP INSURANCE              | 6,098                                 | 12,466                          | 7,684                                 | 12,466                             | 12,225                         | 12,225                | 12,225              |
| 10-500-0510                                     | LGERS RETIREMENT             | 3,893                                 | 6,996                           | 7,308                                 | 6,996                              | 5,640                          | 5,640                 | 5,640               |
| 10-500-0520                                     | 401K SUPP. RETIREMENT        | 1,136                                 | 1,428                           | 1,886                                 | 1,428                              | 1,116                          | 1,116                 | 1,116               |
| 10-500-0700                                     | UNEMPLOYMENT                 | 204                                   | 217                             | 0                                     | 217                                | 434                            | 434                   | 434                 |
| 10-500-0800                                     | WORKERS COMPENSATION         | 0                                     | 1,033                           | 1,021                                 | 1,033                              | 1,492                          | 1,492                 | 1,492               |
| 10-500-2100                                     | DEPARTMENTAL SUPPLIES        | 2,330                                 | 3,000                           | 4,390                                 | 3,000                              | 5,000                          | 5,000                 | 5,000               |
| 10-500-2300                                     | VEHICLE SUPPLIES             | 2,588                                 | 4,500                           | 2,414                                 | 4,500                              | 2,500                          | 2,500                 | 2,500               |
| 10-500-3600                                     | STAFF DEVELOPMENT            | 487                                   | 1,200                           | 60                                    | 1,200                              | 1,000                          | 1,000                 | 1,000               |
| 10-500-3710                                     | UNIFORMS                     | 372                                   | 1,240                           | 650                                   | 1,240                              | 1,240                          | 1,240                 | 1,240               |
| 10-500-4110                                     | MAINT & REPAIR FACILITIES    | 92,344                                | 98,500                          | 7,015                                 | 75,000                             | 105,000                        | 105,000               | 105,000             |
| 10-500-4120                                     | MAINT. & REPAIR EQUIPMENT    | 397                                   | 500                             | 505                                   | 500                                | 500                            | 500                   | 500                 |
| 10-500-4130                                     | MAINT & REPAIRS VEHICLES     | 770                                   | 2,000                           | 691                                   | 2,000                              | 1,000                          | 1,000                 | 1,000               |
| 10-500-4140                                     | MAINT. BEACH/WATERWAY ACCESS | 16,331                                | 25,000                          | 24,460                                | 25,000                             | 25,000                         | 25,000                | 25,000              |
| 10-500-4302                                     | TELEPHONE & POSTAGE          | 2,409                                 | 2,000                           | 2,184                                 | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-500-4303                                     | INTERNET ACCESS              | 218                                   | 900                             | 218                                   | 900                                | 500                            | 500                   | 500                 |
| 10-500-4400                                     | UTILITIES                    | 188,372                               | 30,400                          | 29,215                                | 30,400                             | 30,400                         | 30,400                | 30,400              |
| 10-500-5420                                     | CAPITAL OUTLAY - EQUIPMENT   | 28,667                                | -                               | -                                     | -                                  | -                              | -                     | -                   |
| 10-500-6100                                     | CONTRACTED SERVICES          | 71,214                                | 120,000                         | 50,587                                | 120,000                            | 100,000                        | 100,000               | 100,000             |
| 10-500-9100                                     | EXPENDABLE EQUIPMENT         | 238                                   | 2,500                           | 1,841                                 | 2,500                              | 1,500                          | 1,500                 | 1,500               |
| <b>10-500</b>                                   | <b>DEPARTMENT TOTAL</b>      | <b>480,215</b>                        | <b>419,325</b>                  | <b>247,218</b>                        | <b>395,826</b>                     | <b>379,626</b>                 | <b>379,626</b>        | <b>379,626</b>      |

**TOWN OF OAK ISLAND  
FACILITIES MAINTENANCE DEPARTMENT (10-500)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|             |                                                                                                                                                                                                                                                                                                                      |                                                |                                  |                                  |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------|----------------------------------|
| <b>2101</b> | <b><u>DEPARTMENTAL SUPPLIES</u></b><br>Shop supplies and materials for general facility department operations, such as saw blades, hand tools, nail guns and other general tools.                                                                                                                                    |                                                | <b>TOTAL =</b>                   | <b>\$5,000</b>                   |
| <b>2300</b> | <b><u>VEHICLE SUPPLIES</u></b><br>Fuel, oil, etc. estimated per past experience.                                                                                                                                                                                                                                     |                                                | <b>TOTAL =</b>                   | <b>\$2,500</b>                   |
| <b>3600</b> | <b><u>STAFF DEVELOPMENT</u></b><br>Plan for department personnel to attend training classes                                                                                                                                                                                                                          |                                                | <b>TOTAL =</b>                   | <b>\$1,000</b>                   |
| <b>3710</b> | <b><u>UNIFORMS</u></b><br>2 @ \$620 per employee - UniFirst Contract                                                                                                                                                                                                                                                 |                                                | <b>TOTAL =</b>                   | <b>\$1,240</b>                   |
| <b>4110</b> | <b><u>MAINT &amp; REPAIR FACILITIES</u></b><br>Repairs to City Hall and Police Department that are not included in department budgets                                                                                                                                                                                |                                                | <b>TOTAL =</b>                   | <b>\$105,000</b>                 |
| <b>4120</b> | <b><u>MAINT. &amp; REPAIR EQUIPMENT</u></b><br>Estimated based on review of current year expenditures, includes generators                                                                                                                                                                                           |                                                | <b>TOTAL =</b>                   | <b>\$500</b>                     |
| <b>4130</b> | <b><u>MAINT. &amp; REPAIR VEHICLES</u></b><br>Estimated based on review of current year expenditures.                                                                                                                                                                                                                |                                                | <b>TOTAL =</b>                   | <b>\$1,000</b>                   |
| <b>4140</b> | <b><u>MAINT. BEACH/WATERWAY ACCESSES</u></b><br>Bluewater Point, Crab Dock and older areas needing more repairs                                                                                                                                                                                                      |                                                | <b>TOTAL =</b>                   | <b>\$25,000</b>                  |
| <b>4302</b> | <b><u>TELEPHONE &amp; POSTAGE</u></b><br>Estimated based on review of current year expenditures.                                                                                                                                                                                                                     |                                                | <b>TOTAL =</b>                   | <b>\$2,000</b>                   |
| <b>4303</b> | <b><u>INTERNET ACCESS</u></b><br>Estimated based on review of current year expenditures.                                                                                                                                                                                                                             |                                                | <b>TOTAL =</b>                   | <b>\$500</b>                     |
| <b>4400</b> | <b><u>UTILITIES</u></b><br>Based on review of current year utility billing                                                                                                                                                                                                                                           |                                                | <b>TOTAL =</b>                   | <b>\$30,400</b>                  |
| <b>6100</b> | <b><u>CONTRACTED SERVICES</u></b><br>Professional Business Cleaning (\$116.87 X 12 = \$1400)<br>Manning Pest Control (\$620 per quarter)<br>Laws Janitorial Service (Police \$1,825, Town Hall \$1,675 and Public Works \$600 per Month)<br>Includes monthly cleaning of facilities, pest control and other services | <br>\$1,400<br>\$2,480<br>\$49,200<br>\$46,920 | <br><br><br><br><b>Sub-Total</b> | <br><br><br><br><b>\$100,000</b> |
|             |                                                                                                                                                                                                                                                                                                                      |                                                | <b>TOTAL =</b>                   | <b>\$100,000</b>                 |
| <b>9100</b> | <b><u>EXPENDABLE EQUIPMENT</u></b><br>Items less than \$5,000 with a useful life greater than 1 year                                                                                                                                                                                                                 |                                                | <b>TOTAL =</b>                   | <b>\$1,500</b>                   |
|             |                                                                                                                                                                                                                                                                                                                      |                                                | <b>TOTAL</b>                     | <b><u>\$275,640</u></b>          |



TOWN OF OAK ISLAND  
FACILITIES MAINTENANCE DEPARTMENT (10-500)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 17 - 18<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> | <u>POSITIONS</u>               |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|--------------------------------|
| Salaries/Benefits   | 73,478                       | 127,585                      | 103,986                                    | -18.5%                            | 103,986                                   | -18.5%                           | Facilities Maintenance Tech. 1 |
| Operating Expenses  | 378,069                      | 291,740                      | 275,640                                    | -5.5%                             | 275,640                                   | -5.5%                            | Maintenance Worker (NEW) 1     |
| Capital Outlay      | 28,667                       | 0                            | 0                                          |                                   | 0                                         |                                  |                                |
| <b>TOTAL</b>        | <b>480,215</b>               | <b>419,325</b>               | <b>379,626</b>                             | <b>-9.5%</b>                      | <b>379,626</b>                            | <b>-9.5%</b>                     |                                |
| <u>PERSONNEL</u>    | <u>FULL-TIME<br/>2</u>       | <u>PART-TIME<br/>0</u>       | <u>TOTAL<br/>2</u>                         |                                   |                                           |                                  | <u>TOTAL</u><br>2              |

**TOWN OF OAK ISLAND  
FACILITIES MAINTENANCE DEPARTMENT (10-500)  
PERSONNEL COST DATA  
FY 2017 - 2018**

| NAME                                     | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE # |
|------------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|-----------------------|
| <b>SALARIES-FULLTIME</b>                 |          | \$ 40,310         | \$ 69,410           | \$ 69,410         | \$ 69,410          | \$ 12,225 2           |
| CELL PHONE ALLOWANCE                     |          | \$ 600            | \$ 1,200            | \$ 1,200          | \$ 1,200           |                       |
| <b>TOTAL SALARIES AND ALLOWANCE</b>      |          | \$ 40,910         | \$ 70,610           | \$ 70,610         | \$ 70,610          |                       |
| EFFECTIVE MERIT                          |          | \$ 3,181          | \$ 2,474            | \$ 2,474          | \$ 2,474           |                       |
| COLA                                     | 3.57%    | \$                | \$ 525              | \$ 525            | \$ 525             |                       |
| OVERTIME                                 | 0.8%     | \$ 1,500          | \$ 2,000            | \$ 2,000          | \$ 2,000           |                       |
| CHRISTMAS BONUS                          | \$225    | \$ 450            | \$ 450              | \$ 450            | \$ 450             |                       |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          | \$ 46,041         | \$ 76,059           | \$ 76,059         | \$ 76,059          |                       |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                   |                    |                       |
| GROUP INSURANCE                          |          | \$ 12,466         | \$ 12,225           | \$ 12,225         | \$ 12,225          |                       |
| FICA & MEDICARE                          | 7.65%    | \$ 7,408          | \$ 5,819            | \$ 5,819          | \$ 5,819           |                       |
| UNEMPLOYMENT                             | \$217    | \$ 217            | \$ 434              | \$ 434            | \$ 434             |                       |
| WORKERS COMPENSATION                     |          | \$ 1,033          | \$ 1,492            | \$ 1,492          | \$ 1,492           |                       |
| LGERS RETIREMENT                         | 7.58%    | \$ 6,996          | \$ 5,640            | \$ 5,640          | \$ 5,640           |                       |
| 401K RETIREMENT                          | 1.50%    | \$ 1,428          | \$ 1,116            | \$ 1,116          | \$ 1,116           |                       |
| <b>TOTAL FRINGE BENEFIT COSTS</b>        |          | \$ 29,548         | \$ 26,726           | \$ 26,726         | \$ 26,726          |                       |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          | \$ 75,590         | \$ 102,786          | \$ 102,786        | \$ 102,786         |                       |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - POLICE DEPARTMENT (10-510)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER | DESCRIPTION                        | PREV YR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------|------------------------------------|------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| 10-510-0220       | SALARIES & WAGES - FULL TIME       | 1,094,138                    | 1,207,337                       | 1,018,865                             | 1,100,000                          | 1,240,444                      | 1,240,444             | 1,240,444           |
| 10-510-0240       | SALARIES & WAGES - OVERTIME        | 22,623                       | 30,000                          | 26,760                                | 30,000                             | 30,000                         | 30,000                | 30,000              |
| 10-510-0250       | CELL PHONE ALLOWANCE               | 3,990                        | 6,600                           | 5,592                                 | 6,600                              | 7,800                          | 7,800                 | 7,800               |
| 10-510-0300       | FICA EXPENSE                       | 83,651                       | 95,161                          | 78,412                                | 95,161                             | 97,786                         | 97,786                | 97,786              |
| 10-510-0410       | GROUP INSURANCE                    | 156,768                      | 199,153                         | 140,032                               | 165,000                            | 172,907                        | 172,907               | 172,907             |
| 10-510-0500       | RETIREE INSURANCE                  |                              |                                 | 36,091                                | 40,000                             | 54,029                         | 54,029                | 54,029              |
| 10-510-0510       | RETIREMENT EXPENSE                 | 80,921                       | 91,280                          | 81,423                                | 91,280                             | 95,073                         | 95,073                | 95,073              |
| 10-510-0520       | SUPP. RETIREMENT - 401K            | 52,030                       | 55,228                          | 48,191                                | 55,228                             | 55,725                         | 55,725                | 55,725              |
| 10-510-0700       | UNEMPLOYMENT                       | 4,683                        | 5,425                           | -                                     | 5,425                              | 5,642                          | 5,642                 | 5,642               |
| 10-510-0800       | WORKERS COMPENSATION               | 1,065                        | 23,595                          | 25,719                                | 23,595                             | 34,097                         | 34,097                | 34,097              |
| 10-510-2100       | INVESTIGATIONS/DRUG ENFORCEMENT    | 2,070                        | 10,000                          | 6,441                                 | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 10-510-2101       | DEPARTMENTAL SUPPLIES              | 9,581                        | 10,300                          | 8,188                                 | 10,300                             | 10,300                         | 10,300                | 10,300              |
| 10-510-2300       | AUTO SUPPLIES                      | 45,881                       | 93,000                          | 49,136                                | 55,000                             | 93,000                         | 93,000                | 93,000              |
| 10-510-3300       | DUES & SUBSCRIPTIONS               | 350                          | 445                             | 350                                   | 445                                | 1,175                          | 1,175                 | 1,175               |
| 10-510-3500       | PRINTING                           | 993                          | 1,000                           | 900                                   | 1,000                              | 1,500                          | 1,500                 | 1,500               |
| 10-510-3600       | STAFF DEVELOPMENT                  | 7,953                        | 10,000                          | 7,272                                 | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 10-510-3710       | UNIFORMS                           | 9,692                        | 10,000                          | 10,097                                | 12,000                             | 12,000                         | 12,000                | 12,000              |
| 10-510-4109       | MAINT. & REPAIR-FACILITIES         | 37,844                       | -                               | -                                     | -                                  | 10,000                         | 10,000                | 10,000              |
| 10-510-4120       | MAINT. & REPAIR EQUIPMENT          | 2,972                        | 3,000                           | 2,402                                 | 3,000                              | 3,000                          | 3,000                 | 3,000               |
| 10-510-4130       | MAINT. & REPAIR VEHICLES           | 17,474                       | 20,000                          | 12,278                                | 20,000                             | 20,000                         | 20,000                | 20,000              |
| 10-510-4300       | TELEPHONE & POSTAGE                | 12,195                       | 14,000                          | 10,389                                | 14,000                             | 14,000                         | 14,000                | 14,000              |
| 10-510-4400       | UTILITIES                          | 0                            | 27,500                          | 41,891                                | 45,000                             | 28,000                         | 28,000                | 28,000              |
| 10-510-5430       | CAPITAL OUTLAY                     | 78,280                       | 186,508                         | 155,863                               | 155,863                            | -                              | -                     | -                   |
| 10-510-6100       | CONTRACTED SERVICES                | 13,134                       | 23,153                          | 16,264                                | 23,153                             | 32,473                         | 32,473                | 32,473              |
| 10-510-7110       | DEBT SERVICE-PRINCIPAL             | 714,607                      | 473,528                         | 473,528                               | 473,528                            | 473,528                        | 473,528               | 473,528             |
| 10-510-7120       | DEBT SERVICE-INTEREST              | 160,986                      | 72,393                          | 72,466                                | 72,466                             | 42,617                         | 42,617                | 42,617              |
| 10-510-9100       | EXPENDABLE EQUIPMENT               | 1,495                        | 1,500                           | -                                     | -                                  | 1,500                          | 1,500                 | 1,500               |
| 10-510-9310       | FORFEITURES/EXPENDABLE EQUIP-STATE | 0                            | 8,490                           | -                                     | -                                  | -                              | -                     | -                   |
| 10-510-9320       | FORFEITURES/EXPENDABLE EQUIP -FED  | 0                            | 11,244                          | -                                     | -                                  | -                              | -                     | -                   |
| 10-510-9672       | CAPITAL RESERVE                    | 0                            | -                               | -                                     | -                                  | -                              | -                     | -                   |
| <b>10-510</b>     | <b>DEPARTMENT TOTAL</b>            | <b>2,615,374</b>             | <b>2,689,840</b>                | <b>2,328,546</b>                      | <b>2,518,043</b>                   | <b>2,556,597</b>               | <b>2,556,597</b>      | <b>2,556,597</b>    |



**TOWN OF OAK ISLAND  
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

**2100 INVESTIGATIONS/DRUG ENFORCEMENT**

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

TOTAL = \$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.

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                                    | \$150 |
| North Carolina Justice Academy Management Development Program Alumni Association | \$125 |
| North Carolina Narcotics Officers Association                                    | \$200 |
| International Conference of Police Chaplains (ICPC)                              | \$500 |

|       |         |         |         |
|-------|---------|---------|---------|
| Total | \$1,175 | TOTAL = | \$1,175 |
|-------|---------|---------|---------|

**3500 PRINTING**

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

TOTAL = \$1,500

**3600 STAFF DEVELOPMENT**

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

TOTAL = \$10,000

**3710 UNIFORMS**

This line item is used to purchase uniform items for 24 full-time officers and 2 civilian employees. Items include uniform pants, shirts, shoes, jackets, hats, caps, ties, raincoats, gun belts, holsters, badges, uniform patches, uniform shorts, personal body armor (replaced every five (5) years), beach patrol t-shirts and polo shirts. Uniform items such as shirts, pants, jackets, caps, ties, and shoes are replaced throughout the year due to normal wear and tear.

TOTAL = \$12,000

**4109 MAINT. & REPAIR FACILITIES**

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

TOTAL = \$10,000

**4120 MAINT. & REPAIR EQUIPMENT**

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

TOTAL = \$3,000

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - POLICE DEPARTMENT (10-510)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

**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) investigative vehicle, (1) multi purpose resource vehicle, (1) motorcycle, (3) ATV's and (1) utility trailer. This estimate is based on past expenses.

**TOTAL = \$20,000**

**4300 TELEPHONE & POSTAGE**

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

Telephone Services \$10,800 Postage & Shipping \$ 3,200

**TOTAL = \$14,000**

**4400 UTILITIES**

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

**TOTAL = \$28,000**

**6100 CONTRACTED SERVICES**

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

|                                                                                                |         |
|------------------------------------------------------------------------------------------------|---------|
| Southern Software yearly support fee (record management & web-based records sharing system)    | \$5,720 |
| Division of Criminal Information- SBI DCI System rental (\$25 per month x 2 terminals)         | \$750   |
| Coastal Documents Systems (\$215 per month) plus (\$920 maintenance fee)                       | \$3,500 |
| TASER International - First Installment of a 5 year lease                                      | \$7,415 |
| Carolina Recording                                                                             | \$3,350 |
| Traffic radar calibrations (required annually)                                                 | \$1,000 |
| Physical, drug screen, hepatitis shots and psychological testing for new employees (\$700 x 6) | \$3,000 |
| 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 \$32,473 TOTAL = \$32,473**

**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 = \$42,617**

**9100 EXPENDABLE EQUIPMENT**

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

**TOTAL = \$1,500**

**9310 FORFEITURES/ASSETS INVENTORY-STATE**

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

**TOTAL = \$0**

**9320 FORFEITURES/ASSETS INVENTORY-FED**

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

**TOTAL = \$0**

**TOTAL \$763,093**

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - POLICE DEPARTMENT (10-510)**  
**DEPARTMENT SUMMARY**  
**FY 2017 - 2018**

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> | <u>POSITIONS</u>                    |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|-------------------------------------|
| Salaries/Benefits   | 1,499,869                          | 1,713,779                          | 1,793,504                                              | 4.65%                                         | 1,793,504                                             | 4.65%                                        | Police Chief 1                      |
| Operating Expenses  | 161,632                            | 243,632                            | 246,948                                                | 1.36%                                         | 246,948                                               | 1.36%                                        | Major/Assistant Chief 1             |
| Capital Outlay      | 78,280                             | 186,508                            | -                                                      | -                                             | -                                                     | -                                            | Police Captain 1                    |
| Debt Service        | 875,593                            | 545,921                            | 516,145                                                | -5.45%                                        | 516,145                                               | -5.45%                                       | Lieutenant 1                        |
| Transfers           |                                    |                                    |                                                        |                                               |                                                       |                                              | Patrol Sergeant 4                   |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | Police Officer 9                    |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | Detective / Master Police Officer 3 |
| <b>TOTAL</b>        | <b>2,615,374</b>                   | <b>2,689,840</b>                   | <b>2,556,597</b>                                       | <b>-4.95%</b>                                 | <b>2,556,597</b>                                      | <b>-4.95%</b>                                | Interdiction (VACANT) 1             |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | Master Police Officer / MPO 3       |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | Records Specialist 1                |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | Admin Support Specialist 1          |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | <b>TOTAL</b>                        |
|                     |                                    |                                    |                                                        |                                               |                                                       |                                              | <b>26</b>                           |

PERSONNEL  
26



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

| NAME                                | POSITION | Current Salary | On-Call and Extra pay | Requested Salary | Adopted Salary | Approved Salary | Annual Insurance # |
|-------------------------------------|----------|----------------|-----------------------|------------------|----------------|-----------------|--------------------|
| <b>TOTAL BASE SALARIES</b>          |          |                |                       |                  |                |                 |                    |
| HOLIDAY PAY (12 days X 16 Officers) |          | \$ 1,148,200   | \$ 7,551              | \$ 1,155,751     | \$ 1,155,751   | \$ 1,155,751    | \$ 172,907 26      |
| CELL PHONE ALLOWANCE                |          | \$ 39,319      |                       | 28,943           | \$ 28,943      | \$ 28,943       |                    |
| OVERTIME                            |          | \$ 7,800       |                       | 7,800            | \$ 7,800       | \$ 7,800        |                    |
| EFFECTIVE MERIT                     |          | \$ 30,000      |                       | 30,000           | \$ 30,000      | \$ 30,000       |                    |
| COLA                                | 3.57%    | \$ 36,855      |                       | 40,933           | \$ 40,933      | \$ 40,933       |                    |
| CHRISTMAS BONUS                     | 0.8%     | -              |                       | 8,966            | \$ 8,966       | \$ 8,966        |                    |
| TOTAL ALL SALARIES & OVERTIME       | \$225    | \$ 5,625       |                       | 5,850            | \$ 5,850       | \$ 5,850        |                    |
|                                     |          | \$ 1,267,799   | \$ 7,551              | \$ 1,278,244     | \$ 1,278,244   | \$ 1,278,244    |                    |
| <b>FRINGE BENEFIT COSTS</b>         |          |                |                       |                  |                |                 |                    |
| GROUP INSURANCE                     |          | \$ 156,768     |                       | 172,907          | \$ 172,907     | \$ 172,907      |                    |
| FICA AND MEDICARE                   | 7.65%    | \$ 83,651      |                       | 97,786           | \$ 97,786      | \$ 97,786       |                    |
| LGERS RETIREMENT LEO                | 8.25%    | \$ 80,921      |                       | 91,947           | \$ 91,947      | \$ 91,947       |                    |
| LGERS RETIREMENT LGERS              | 7.58%    | \$ 2,914       |                       | 3,126            | \$ 3,126       | \$ 3,126        |                    |
| UNEMPLOYMENT                        | \$217    | \$ 4,683       |                       | 5,642            | \$ 5,642       | \$ 5,642        |                    |
| WORKERS COMPENSATION                |          | \$ 23,595      |                       | 34,097           | \$ 34,097      | \$ 34,097       |                    |
| 401K RETIREMENT LEO                 | 5.00%    | \$ 52,030      |                       | 55,725           | \$ 55,725      | \$ 55,725       |                    |
| TOTAL FRINGE BENEFIT COSTS          |          | \$ 404,562     | \$ -                  | \$ 461,230       | \$ 461,230     | \$ 461,230      |                    |
|                                     |          | \$ 1,672,361   | \$ 7,551              | \$ 1,739,475     | \$ 1,739,475   | \$ 1,739,475    |                    |
| <b>GRAND TOTAL PERSONNEL BUDGET</b> |          |                |                       |                  |                |                 |                    |
|                                     |          | \$ 1,672,361   | \$ 7,551              | \$ 1,739,475     | \$ 1,739,475   | \$ 1,739,475    |                    |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY ANIMAL CONTROL (10-512)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                      | DESCRIPTION         | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD                            |  | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------------------------------|---------------------|---------------------------------------|---------------------------------|--------------------------------|--|------------------------------------|--------------------------------|-----------------------|---------------------|
|                                        |                     |                                       |                                 | EXPENDED<br>AS OF<br>5/31/2017 |  |                                    |                                |                       |                     |
| <u>ADMINISTRATION - ANIMAL CONTROL</u> |                     |                                       |                                 |                                |  |                                    |                                |                       |                     |
| 10-512-4500                            | CONTRACTED SERVICES | 62,583                                | 55,100                          | 42,565                         |  | 55,100                             | 58,455                         | 58,455                | 58,455              |
| 10-512                                 | DEPARTMENT TOTAL    | 62,583                                | 55,100                          | 42,565                         |  | 55,100                             | 58,455                         | 58,455                | 58,455              |

TOWN OF OAK ISLAND  
BUDGET SUMMARY ANIMAL CONTROL (10-512)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                           |         |          |
|------|-------------------------------------------------------------------------------------------|---------|----------|
| 4500 | <u>CONTRACTED SERVICES</u>                                                                |         |          |
|      | <u>Contracted Amount to Brunswick County for Animal Control (\$14,613.75 per quarter)</u> | TOTAL = | \$58,455 |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - FIRE DEPARTMENT (10-530)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER             | DESCRIPTION                         | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------------------|-------------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b><u>FIRE DEPARTMENT</u></b> |                                     |                                       |                                 |                                       |                                    |                                |                       |                     |
| 10-530-0220                   | SALARIES & WAGES - FULL TIME        | 1,018,514                             | 1,017,540                       | 895,152                               | 1,017,540                          | 1,057,899                      | 1,057,899             | 1,057,899           |
| 10-530-0230                   | SALARIES & WAGES - PART TIME        | 23,146                                | 63,970                          | 52,087                                | 63,970                             | 64,285                         | 64,285                | 64,285              |
| 10-530-0240                   | SALARIES & WAGES - OT-SCHEDULED     | 141,764                               | 58,684                          | 84,058                                | 75,000                             | 58,801                         | 58,801                | 58,801              |
| 10-530-0240                   | SALARIES & WAGES - OT -NONSCHEDULED |                                       |                                 | -                                     |                                    | 8,000                          | 8,000                 | 8,000               |
| 10-530-0245                   | CELL PHONE ALLOWANCE                | 1,950                                 | 4,200                           | 3,150                                 | 4,200                              | 4,200                          | 4,200                 | 4,200               |
| 10-530-0250                   | VOLUNTEER INCENTIVE                 | 2,120                                 | 7,500                           | 4,365                                 | 7,500                              | 7,500                          | 7,500                 | 7,500               |
| 10-530-0300                   | FICA                                | 91,124                                | 88,120                          | 75,799                                | 88,120                             | 91,852                         | 91,852                | 91,852              |
| 10-530-0410                   | GROUP INSURANCE                     | 156,911                               | 145,080                         | 131,027                               | 145,080                            | 151,916                        | 151,916               | 151,916             |
| 10-530-0510                   | RETIREMENT/PENSION                  | 77,177                                | 83,804                          | 71,588                                | 83,804                             | 89,668                         | 89,668                | 89,668              |
| 10-530-0520                   | 401K RETIREMENT                     | 15,791                                | 17,278                          | 19,172                                | 17,278                             | 16,660                         | 16,660                | 16,660              |
| 10-530-0700                   | UNEMPLOYMENT                        | 5,071                                 | 5,414                           | -                                     | 5,414                              | 5,417                          | 5,417                 | 5,417               |
| 10-530-0800                   | WORKERS COMPENSATION                | 98                                    | 24,874                          | 25,670                                | 28,000                             | 35,946                         | 35,946                | 35,946              |
| 10-530-2100                   | WELLNESS PROGRAM                    | 250                                   | 1,000                           | -                                     | -                                  | -                              | -                     | -                   |
| 10-530-2101                   | DEPARTMENTAL SUPPLIES               | 28,580                                | 38,500                          | 28,503                                | 40,000                             | 40,000                         | 40,000                | 40,000              |
| 10-530-2102                   | HEAVY RESCUE SUPPLIES               | 6,779                                 | 10,000                          | 6,898                                 | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 10-530-2103                   | MEDICAL SUPPLIES                    | 11,049                                | 17,500                          | 10,515                                | 17,500                             | 12,500                         | 12,500                | 12,500              |
| 10-530-2200                   | OFFICE SUPPLIES                     | 846                                   | 1,000                           | 866                                   | 1,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-530-2300                   | VEHICLES SUPPLIES                   | 7,307                                 | 25,000                          | 19,532                                | 25,000                             | 25,000                         | 25,000                | 25,000              |
| 10-530-2400                   | COMMUNITY ACTIVITIES                | 12,420                                | 13,500                          | 13,271                                | 13,500                             | 3,500                          | 3,500                 | 3,500               |
| 10-530-3300                   | DUES & SUBSCRIPTIONS                | 13,266                                | 12,770                          | (1,512)                               | 19,000                             | 20,000                         | 20,000                | 20,000              |
| 10-530-3600                   | STAFF DEVELOPMENT                   | 17,084                                | 24,700                          | 19,386                                | 25,000                             | 20,000                         | 20,000                | 20,000              |
| 10-530-3710                   | UNIFORMS                            | 9,309                                 | 12,500                          | 10,468                                | 12,500                             | 12,500                         | 12,500                | 12,500              |
| 10-530-4109                   | MAINT. OF BLDGS & GROUNDS           | 25,614                                | 45,000                          | 17,987                                | 45,000                             | 50,000                         | 50,000                | 50,000              |
| 10-530-4120                   | MAINT. & REPAIR EQUIPMENT           | 9,159                                 | 12,000                          | 6,461                                 | 12,000                             | 10,000                         | 10,000                | 10,000              |
| 10-530-4130                   | MAINT. & REPAIR VEHICLES            | 43,831                                | 45,000                          | 40,386                                | 45,000                             | 45,000                         | 45,000                | 45,000              |
| 10-530-4304                   | TELEPHONE & POSTAGE                 | 5,145                                 | 10,000                          | 4,660                                 | 10,000                             | 7,500                          | 7,500                 | 7,500               |
| 10-530-4305                   | INTERNET ACCESS                     | 3,901                                 | 4,000                           | 3,728                                 | 4,000                              | 4,000                          | 4,000                 | 4,000               |
| 10-530-4400                   | UTILITIES                           | 0                                     | 30,940                          | 23,484                                | 30,940                             | 29,000                         | 29,000                | 29,000              |
| 10-530-4500                   | LIABILITY INSURANCE                 | 0                                     | 45,500                          | 45,500                                | 51,280                             | 51,300                         | 51,300                | 51,300              |
| 10-530-5430                   | CAPITAL OUTLAY                      | 846,668                               | 53,092                          | 54,278                                | 54,278                             | 40,000                         | 40,000                | 40,000              |
| 10-530-6100                   | CONTRACTED SERVICES                 | 50,333                                | 66,230                          | 63,217                                | 42,543                             | 65,000                         | 65,000                | 65,000              |
| 10-530-7110                   | DEBT SERVICE-PRINCIPAL              | 1,188,643                             | 572,100                         | 572,100                               | 572,100                            | 572,100                        | 572,100               | 572,100             |
| 10-530-7120                   | DEBT SERVICE-INTEREST               | 138,113                               | 64,361                          | 88,923                                | 88,923                             | 89,934                         | 89,934                | 89,934              |
| 10-530-9102                   | EXPENDABLE EQUIPMENT                | 27,283                                | 26,500                          | 23,302                                | 20,333                             | 30,000                         | 30,000                | 30,000              |
| 10-530-9672                   | TRANSFER TO CAPITAL RESERVE         |                                       | -                               | -                                     | -                                  | 100,000                        | 100,000               | 100,000             |
| 10-530                        | DEPARTMENT TOTAL                    | 3,979,245                             | 2,647,657                       | 2,414,018                             | 2,675,803                          | 2,831,478                      | 2,831,478             | 2,831,478           |

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                  |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 2101 | <b><u>DEPARTMENTAL SUPPLIES</u></b><br>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 | <b><u>HEAVY RESCUE SUPPLIES</u></b><br>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 | <b><u>MEDICAL SUPPLIES</u></b><br>Medical supplies for all EMS calls. We currently respond at a EMT-I level of care. We have 2 fire trucks certified at that level. We also have 1 Paramedic 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 & Narcan Nasal Spray for all OIPD personnel. This line item also includes protocol books, blank Patient Care Report Books, Patient Refusal Forms, Well & Uninjured Forms and other associated paperwork required by NCOEMS. This line item also reflects replacement supplies needed for AED's in OIPD Patrol Cars, Town Hall & the Recreation Center as well as re-stocking supplies in the First Aid Boxes in buildings around the town. | TOTAL = \$12,500 |
| 2200 | <b><u>OFFICE SUPPLIES</u></b><br>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 = \$2,000  |
| 2300 | <b><u>VEHICLE SUPPLIES</u></b><br>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 | <b><u>COMMUNITY PROGRAMS EXPENSES</u></b><br>This line item will reflect costs associated with public relations materials such as Fire and EMS safety literature and supplies. Included are expenses associated with the joint training and meetings with other departments. This line includes the cost of Car Seat Safety Check Program including supplies, training and certification & re-certification costs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | TOTAL = \$3,500  |
| 3300 | <b><u>DUES &amp; SUBSCRIPTIONS</u></b><br>Estimated for professional dues, certification renewals and subscriptions to professional journals, etc. Also includes NC Pension Fund, VFIS Accident/sickness Policy (\$4,171), 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 | <b><u>STAFF DEVELOPMENT</u></b><br>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 NFFPA, OEMS and OSFM).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | TOTAL = \$20,000 |
| 3710 | <b><u>UNIFORMS</u></b><br>Included in this request are uniforms, boots, and other uniform items for all personnel. The line item also includes Class A & B Dress Uniforms and Color Guard Uniforms.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | TOTAL = \$12,500 |



**TOWN OF OAK ISLAND  
BUDGET SUMMARY - FIRE DEPARTMENT (10-530)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                            |             |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------|
| 4109 | <b><u>MAINTENANCE OF BUILDINGS &amp; GROUNDS</u></b><br>This line item will reflect the costs associated with maintenance and repair to Stations 1, 2 and 3. This line item also reflects HVAC repairs, bay door repairs and other repairs and maintenance on all three stations. Also included is minor & major upgrades such as replacement windows, carpeting, floor tiles, interior & exterior paint & supplies, kitchen remodel and other general updates and repairs at the Shannon Fire Station (Station 1)                                                                                                                                                                                                  | TOTAL =                                    | \$50,000    |
| 4120 | <b><u>MAINTENANCE &amp; REPAIR EQUIPMENT</u></b><br>To cover repairs and maintenance to office equipment, 2-way radios, pagers, Fire and Rescue equipment, gas monitoring devices and other essential equipment used by the Fire and Rescue Department. Also included in this line item is the associated costs of maintaining the telephone systems at Station 1, 2 and 3.                                                                                                                                                                                                                                                                                                                                         | TOTAL =                                    | \$10,000    |
| 4130 | <b><u>MAINTENANCE &amp; REPAIR VEHICLES</u></b><br>Includes maintaining and repairing four fire engines, one tanker two platform ladder trucks, One ambulance and four support vehicles. Also included are essential yearly manufacturers maintenance on all Fire apparatus. This line is estimated expenditures due to account for the unexpected maintenance encountered on emergency vehicles.                                                                                                                                                                                                                                                                                                                   | TOTAL =                                    | \$45,000    |
| 4304 | <b><u>TELEPHONE &amp; POSTAGE</u></b><br>Estimated per past experience. This line item includes station telephone lines (Station 1, 2, 3 buildings), long distance service, wireless access cards for two tablets (Asst Chief & Fire Marshall) and 7 laptops (2 Fire Trucks, 1 Ambulance, Fire Chief Vehicle and 3 stations). This line items also includes postage.                                                                                                                                                                                                                                                                                                                                                | TOTAL =                                    | \$7,500     |
| 4305 | <b><u>INTERNET ACCESS</u></b><br>Computer internet access service from Time Warner Cable. (Station 1, 2 & 3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TOTAL =                                    | \$4,000     |
| 4400 | <b><u>UTILITIES</u></b><br>Based on review of current year utility billings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | TOTAL =                                    | \$29,000    |
| 4500 | <b><u>LIABILITY INSURANCE</u></b><br>Based on prior year fire department liability insurance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TOTAL =                                    | \$51,300    |
| 5430 | <b><u>CAPITAL OUTLAY</u></b><br>This line item is for replacing an SUV or Pick-up truck. 3 of our 4 Support Vehicles are 11 years old or older. This amount includes State Contract pricing, and installation of emergency lighting, radio and reflective striping. The goal is to replace one vehicle every 3 years which will make the oldest vehicle 12 years old at the time of replacement. By doing this, we eliminate having to replace multiple vehicles at one time.                                                                                                                                                                                                                                       | TOTAL =                                    | \$40,000    |
| 6100 | <b><u>CONTRACTED SERVICES</u></b><br>This line item will include Annual Fit Test and Annual Physicals for ALL Staff (paid and volunteer). Includes service/maintenance of fire truck ground ladders, Annual Pump Test, Stretchers, Air Compressor testing, Air Sampling, SCBA testing, Annual Fire Alarm Service Testing and Monitoring, Annual Sprinkler Testing at Stations 1, 2 & 3, Plymovent Contract, Email for all FT Staff and other essential contract services as mandated by OSHA and/or NFPA. This Line item also includes Defibrillator Maintenance for 12 AED's for OIFD, OIPD, Town Hall & the Recreation Center. Also included in this line item is annual elevator service & floor buffing/waxing. | TOTAL =                                    | \$65,000    |
| 7110 | <b><u>DEBT SERVICE-PRINCIPAL</u></b><br>Yaupon Beach Fire Station, South Harbour Fire Station                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | TOTAL =                                    | \$572,100   |
| 7120 | <b><u>DEBT SERVICE-INTEREST</u></b><br>Yaupon Beach Fire Station, South Harbour Fire Station                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TOTAL =                                    | \$89,934    |
| 9102 | <b><u>EXPENDABLE EQUIPMENT</u></b><br>This line item includes 5 sets of Turnout gear as required by DOT, OSHA and NFPA. This turnout gear purchased annually on a rotation schedule.<br>This line item is for (5) SCBA Bottles as required by DOT, OSHA and NFPA. The air bottles is purchased annually on a rotation schedule.<br>This line item is for (2) portable VIPER Radios and 2 replacement computers for the fire stations<br>Purchase of (2) Knox MedVaults for 2 Fire Engines to secure several different narcotics we are required to carry for Paramedic Level Response. Securing and tracking of these narcotics is required by NCOEMS, DHHS & DEA.                                                  | 13,000<br>4,000<br>8,000<br>5,000<br>Total | \$30,000    |
| 9672 | <b><u>TRANSFER TO CAPITAL RESERVE</u></b><br>This line item is for the future purchase of fire equipment or Ladder Truck                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TOTAL =                                    | \$100,000   |
|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Summary                                    | \$1,239,334 |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - FIRE DEPARTMENT (10-530)**  
**FY 2017 - 2018**

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 17 - 18<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|
| Salaries/Benefits   | 1,533,665                    | 1,516,464                    | 1,592,144                                  | 4.99%                             | 1,592,144                                 | 4.99%                            |
| Operating Expenses  | 272,156                      | 441,640                      | 437,300                                    | -0.98%                            | 437,300                                   | -0.98%                           |
| Capital Outlay      | 846,668                      | 53,092                       | 40,000                                     | -24.66%                           | 40,000                                    | -24.66%                          |
| Debt Service        | 1,326,756                    | 636,461                      | 662,034                                    | 4.02%                             | 662,034                                   | 4.02%                            |
| Transfers           | -                            | -                            | 100,000                                    |                                   | 100,000                                   |                                  |
| <b>TOTAL</b>        | <b>3,979,245</b>             | <b>2,647,657</b>             | <b>2,831,478</b>                           | <b>6.94%</b>                      | <b>2,831,478</b>                          | <b>6.94%</b>                     |

| <u>PERSONNEL</u> | <u>FULL-TIME<br/>21</u> | <u>PART-TIME<br/>5</u> | <u>TOTAL<br/>26</u> |
|------------------|-------------------------|------------------------|---------------------|
|------------------|-------------------------|------------------------|---------------------|

| <u>POSITIONS</u>                 |           |
|----------------------------------|-----------|
| Fire Chief                       | 1         |
| Assistant Chief/Training         | 1         |
| Fire Marshal                     | 1         |
| Administrative (VACANT)          | 1         |
| Captains                         | 3         |
| Lieutenants                      | 3         |
| Firefighters - F/T               | 11        |
| Firefighters - F/T (VACANT)      | 1         |
| Firefighters F/T P/T             | 5         |
| Firefighters -Temporay Part Time | 5         |
| <b>TOTAL</b>                     | <b>32</b> |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - FIRE DEPARTMENT (10-530)**  
**FY 2017 - 2018**

| NAME                                         | POSITION | Current<br>Salary   | Requested<br>Salary | Adopted Salary      | Approved<br>Salary  | Annual<br>Insurance | #  |
|----------------------------------------------|----------|---------------------|---------------------|---------------------|---------------------|---------------------|----|
| <b>SUBTOTAL SALARIES-FULL TIME</b>           |          |                     |                     |                     |                     |                     |    |
|                                              |          | \$ 935,806          | \$ 935,806          | \$ 935,806          | \$ 935,806          | \$ 151,916          | 22 |
| <b>SUBTOTAL SALARIES PART TIME</b>           |          |                     |                     |                     |                     |                     |    |
|                                              |          | \$ 64,285           | \$ 64,285           | \$ 64,285           | \$ 64,285           | \$ -                | 10 |
| HOLIDAY PAY                                  |          | \$ 74,568           | \$ 74,568           | \$ 74,568           | \$ 74,568           |                     |    |
| TELEPHONE ALLOWANCE                          |          | \$ 4,200            | \$ 4,200            | \$ 4,200            | \$ 4,200            |                     |    |
| EFFECTIVE MERIT                              |          | \$ 19,755           | \$ 33,361           | \$ 33,361           | \$ 33,361           |                     |    |
| COLA                                         | 0.8%     | \$ -                | \$ 8,133            | \$ 8,133            | \$ 8,133            |                     |    |
| CHRISTMAS BONUS                              |          | \$ 6,030            | \$ 6,030            | \$ 6,030            | \$ 6,030            |                     |    |
| OVERTIME - SCHEDULED                         |          | \$ 58,666           | \$ 58,801           | \$ 58,801           | \$ 58,801           |                     |    |
| OVERTIME - NONSCHEDULED                      |          | \$ -                | \$ 8,000            | \$ 8,000            | \$ 8,000            |                     |    |
| VOLUNTEER INCENTIVE PAY                      |          | \$ 7,500            | \$ 7,500            | \$ 7,500            | \$ 7,500            |                     |    |
| <b>SUBTOTAL SALARIES-TEMPORARY PART-TIME</b> |          | <b>\$ 170,719</b>   | <b>\$ 200,594</b>   | <b>\$ 200,594</b>   | <b>\$ 200,594</b>   |                     |    |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b>     |          | <b>\$ 1,170,810</b> | <b>\$ 1,200,685</b> | <b>\$ 1,200,685</b> | <b>\$ 1,200,685</b> |                     |    |
| <b>FRINGE BENEFIT COSTS</b>                  |          |                     |                     |                     |                     |                     |    |
| GROUP INSURANCE                              |          | \$ 145,080          | \$ 151,916          | \$ 151,916          | \$ 151,916          |                     |    |
| FICA                                         | 7.65%    | \$ 88,120           | \$ 91,852           | \$ 91,852           | \$ 91,852           |                     |    |
| UNEMPLOYMENT                                 | \$217    | \$ 5,414            | \$ 5,417            | \$ 5,417            | \$ 5,417            |                     |    |
| WORKERS COMPENSATION                         |          | \$ 24,874           | \$ 35,946           | \$ 35,946           | \$ 35,946           |                     |    |
| LGERS GOVERNMENT RET                         | 7.58%    | \$ 83,804           | \$ 89,668           | \$ 89,668           | \$ 89,668           |                     |    |
| 401K RETIREMENT                              | 1.50%    | \$ 17,278           | \$ 16,660           | \$ 16,660           | \$ 16,660           |                     |    |
| <b>TOTAL FRINGE BENEFIT COSTS</b>            |          | <b>\$ 364,570</b>   | <b>\$ 391,459</b>   | <b>\$ 391,459</b>   | <b>\$ 391,459</b>   |                     |    |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>          |          | <b>\$ 1,535,380</b> | <b>\$ 1,592,144</b> | <b>\$ 1,592,144</b> | <b>\$ 1,592,144</b> |                     |    |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                       | DESCRIPTION                    | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>FY 16 - 17<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-----------------------------------------|--------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>COMMUNITY DEVELOPMENT DEPARTMENT</b> |                                |                                       |                                 |                                       |                                    |                                |                       |                     |
| 10-540-0220                             | SALARIES & WAGES - FULL TIME   | 352,758                               | 426,938                         | 369,160                               | 405,231                            | 463,101                        | 463,101               | 463,101             |
| 10-540-0240                             | SALARIES & WAGES - OVERTIME    | 7,576                                 | 4,500                           | 7,845                                 | 4,500                              | 6,000                          | 6,000                 | 6,000               |
| 10-540-0250                             | CELL PHONE ALLOWANCE           | 2,300                                 | 2,400                           | 2,500                                 | 2,400                              | 3,600                          | 3,600                 | 3,600               |
| 10-540-0300                             | FICA EXPENSE                   | 26,060                                | 33,632                          | 27,182                                | 33,632                             | 36,162                         | 36,162                | 36,162              |
| 10-540-0410                             | GROUP INSURANCE                | 54,390                                | 65,193                          | 58,777                                | 65,193                             | 70,002                         | 70,002                | 70,002              |
| 10-540-0420                             | HRA ALLOWANCE                  | 10,114                                | 0                               | 0                                     | 0                                  | 0                              | 0                     | 0                   |
| 10-540-0510                             | LGERS RETIREMENT               | 24,458                                | 32,137                          | 27,431                                | 32,137                             | 35,558                         | 35,558                | 35,558              |
| 10-540-0520                             | 401K SUPP. RETIREMENT          | 4,271                                 | 6,559                           | 5,341                                 | 6,559                              | 7,037                          | 7,037                 | 7,037               |
| 10-540-0700                             | UNEMPLOYMENT                   | 1,629                                 | 1,953                           | 0                                     | 1,953                              | 2,170                          | 2,170                 | 2,170               |
| 10-540-0800                             | WORKERS COMPENSATION           | 0                                     | 9,332                           | 9,226                                 | 9,332                              | 13,486                         | 13,486                | 13,486              |
| 10-540-0900                             | PENSION EXPENSE                | 0                                     | 0                               | 0                                     | 0                                  | 0                              | 0                     | 0                   |
| 10-540-2100                             | DEPARTMENTAL SUPPLIES          | 3,513                                 | 3,250                           | 3,240                                 | 3,250                              | 3,500                          | 3,500                 | 3,500               |
| 10-540-2102                             | ADVISORY BOARD EXPENSES        | 275                                   | 500                             | 634                                   | 500                                | 1,500                          | 1,500                 | 1,500               |
| 10-540-2300                             | VEHICLE SUPPLIES-FUEL, OIL     | 2,898                                 | 7,500                           | 2,454                                 | 4,000                              | 4,000                          | 4,000                 | 4,000               |
| 10-540-3105                             | CONSULTING - PLANNING SERVICES | 80,223                                | 46,150                          | 34,653                                | 46,150                             | 0                              | 0                     | 0                   |
| 10-540-3200                             | ADVERTISING                    | 0                                     | 1,000                           | 852                                   | 450                                | 0                              | 0                     | 0                   |
| 10-540-3300                             | DUES & SUBSCRIPTIONS           | 180                                   | 500                             | 242                                   | 500                                | 2,000                          | 2,000                 | 2,000               |
| 10-540-3500                             | PRINTING                       | 993                                   | 1,000                           | 443                                   | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 10-540-3600                             | STAFF DEVELOPMENT              | 1,029                                 | 6,000                           | 3,080                                 | 6,000                              | 6,000                          | 6,000                 | 6,000               |
| 10-540-3710                             | UNIFORMS                       | 249                                   | 1,250                           | 636                                   | 1,250                              | 1,250                          | 1,250                 | 1,250               |
| 10-540-4120                             | MAINT. & REPAIR EQUIPMENT      | 128                                   | 500                             | 0                                     | 500                                | 500                            | 500                   | 500                 |
| 10-540-4130                             | MAINT. & REPAIR VEHICLES       | 535                                   | 4,000                           | 1,305                                 | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-540-4300                             | TELEPHONE & POSTAGE            | 3,209                                 | 8,500                           | 2,809                                 | 8,500                              | 4,500                          | 4,500                 | 4,500               |
| 10-540-4800                             | HOMEOWNERS RECOVERY FUND       | 1,377                                 | 1,350                           | 2,052                                 | 2,079                              | 2,100                          | 2,100                 | 2,100               |
| 10-540-5420                             | CAPITAL OUTLAY                 | 4,962                                 | 25,000                          | 23,971                                | 23,795                             | 34,117                         | 34,117                | 34,117              |
| 10-540-6100                             | CONTRACTED SERVICES            | 12,899                                | 14,800                          | 11,949                                | 14,000                             | 10,000                         | 10,000                | 10,000              |
| 10-540-6107                             | URBAN & COMMUNITY FOREST SERV  | 1,000                                 | 5,700                           | 5,500                                 | 5,500                              | 0                              | 0                     | 0                   |
| 10-540                                  | DEPARTMENT TOTAL               | 597,024                               | 709,644                         | 601,281                               | 680,411                            | 709,583                        | 709,583               | 709,583             |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                  |                                           |         |          |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---------|----------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u><br>Based on past cost                                                                                                                                                                                                                                                               |                                           | TOTAL = | \$3,500  |
| 2102 | <u>ADVISORY BOARD EXPENSES</u><br>Board member supplies, name plates, training.                                                                                                                                                                                                                                  |                                           | TOTAL = | \$1,500  |
| 2300 | <u>VEHICLE SUPPLIES</u><br>Gas, oil, repairs on existing fleet.                                                                                                                                                                                                                                                  |                                           | TOTAL = | \$4,000  |
| 3300 | <u>DUES &amp; SUBSCRIPTIONS</u><br>Certificates - Building Inspectors (15 X \$10 = \$150.00)<br>Associations - NCAZO -\$60, AICP \$300. and NCFPM \$60.<br>Code Books                                                                                                                                            | 150<br>420<br>1430                        |         |          |
|      | Sub-Total                                                                                                                                                                                                                                                                                                        | 2000                                      | TOTAL = | \$2,000  |
| 3500 | <u>PRINTING</u><br>Outside printing. Brochures, CRS                                                                                                                                                                                                                                                              |                                           | TOTAL = | \$1,000  |
| 3600 | <u>STAFF DEVELOPMENT</u><br>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><br>To purchase uniforms (shirts: 10 staff 4 shirts each at \$31.25 cost per shirt).                                                                                                                                                                                                              |                                           | TOTAL = | \$1,250  |
| 4120 | <u>MAINT. &amp; REPAIR EQUIPMENT</u><br>Repair of miscellaneous office equipment                                                                                                                                                                                                                                 |                                           | TOTAL = | \$500    |
| 4130 | <u>MAINT. &amp; REPAIR VEHICLES</u><br>General repairs to fleet of vehicles                                                                                                                                                                                                                                      |                                           | TOTAL = | \$2,000  |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u><br>Based on review of current year invoicing                                                                                                                                                                                                                                      |                                           | TOTAL = | \$4,500  |
| 4800 | <u>HOMEOWNERS RECOVERY FUND</u><br>Fund set by NC State charged on all single-family homes, permitted in the state.                                                                                                                                                                                              |                                           | TOTAL = | \$2,100  |
| 5420 | <u>CAPITAL OUTLAY</u><br>Vehicle Replacement - Ford F150 Super Cab<br>Field Tablets, license fees and data plan<br>New computer \$1,500 for New Zoning Technician                                                                                                                                                | 22,215<br>10,402<br>1,500                 |         |          |
|      | Sub-total                                                                                                                                                                                                                                                                                                        | 34,117                                    | TOTAL = | \$34,117 |
| 6100 | <u>CONTRACTED SERVICES</u><br>Intern Program<br>Copier maintenance service contract \$1,578<br>Printer lease<br>ESRT<br>Consulting services \$2,424                                                                                                                                                              | 2,500<br>1,578<br>2,498<br>1,000<br>2,424 |         |          |
|      | Sub-total                                                                                                                                                                                                                                                                                                        | 10,000                                    | TOTAL = | \$10,000 |
|      |                                                                                                                                                                                                                                                                                                                  |                                           | TOTAL   | \$72,467 |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - COMMUNITY DEVELOPMENT SERVICES (10-540)**  
**DEPARTMENT SUMMARY**  
**FY 2017 - 2018**

**COMMUNITY DEVELOPMENT DEPARTMENT**

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|
| Salaries/Benefits   | 483,556                            | 582,644                            | 637,116                                                | 9.35%                                         | 637,116                                               | 9.35%                                        |
| Operating Expenses  | 113,468                            | 127,000                            | 38,350                                                 | -69.80%                                       | 38,350                                                | -69.80%                                      |
| Capital Outlay      | 0                                  | -                                  | 34,117                                                 |                                               | 34,117                                                |                                              |
| <b>TOTAL</b>        | <b>597,024</b>                     | <b>709,644</b>                     | <b>709,583</b>                                         | <b>-0.01%</b>                                 | <b>709,583</b>                                        | <b>-0.01%</b>                                |

| <u>PERSONNEL</u> | <u>FULL-TIME</u><br><u>10</u> | <u>PART-TIME</u><br><u>0</u> | <u>TOTAL</u><br><u>10</u> |
|------------------|-------------------------------|------------------------------|---------------------------|
|------------------|-------------------------------|------------------------------|---------------------------|

| <u>POSITIONS</u>                  |           |
|-----------------------------------|-----------|
| Development Services Director     | 1         |
| Planning and Zoning Administrator | 1         |
| Sr Code Enforcement Officer       | 1         |
| Code Enforcement Officer          | 2         |
| Code Enforcement Officer (VACANT) | 1         |
| Permit Specialist                 | 2         |
| Zoning Technician                 | 1         |
| Zoning Technician - NEW           | 1         |
| <b>TOTAL</b>                      | <b>10</b> |

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

| NAME                                                   | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | #  |
|--------------------------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|----|
| <b>SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME</b> |          |                   |                     |                   |                    |                     |    |
|                                                        |          | \$ 409,693        | \$ 441,758          | \$ 441,758        | \$ 441,758         | \$ 70,002           | 10 |
| CELL PHONE ALLOWANCE                                   |          | \$ 2,400          | \$ 3,600            | \$ 3,600          | \$ 3,600           |                     |    |
| OVERTIME                                               |          | \$ 4,500          | \$ 6,000            | \$ 6,000          | \$ 6,000           |                     |    |
| EFFECTIVE MERIT                                        | 3.57%    | \$ 14,626         | \$ 15,749           | \$ 15,749         | \$ 15,749          |                     |    |
| COLA                                                   | 0.8%     | \$                | \$ 3,343            | \$ 3,343          | \$ 3,343           |                     |    |
| CHRISTMAS BONUS                                        | \$225    | \$ 2,025          | \$ 2,250            | \$ 2,250          | \$ 2,250           |                     |    |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b>               |          | <b>\$ 433,245</b> | <b>\$ 472,701</b>   | <b>\$ 472,701</b> | <b>\$ 472,701</b>  |                     |    |
| <b>FRINGE BENEFIT COSTS</b>                            |          |                   |                     |                   |                    |                     |    |
| GROUP INSURANCE                                        |          | \$ 54,390         | \$ 70,002           | \$ 70,002         | \$ 70,002          |                     |    |
| FICA & MEDICARE                                        | 7.65%    | \$ 33,632         | \$ 36,162           | \$ 36,162         | \$ 36,162          |                     |    |
| UNEMPLOYMENT                                           | \$217.00 | \$ 1,953          | \$ 2,170            | \$ 2,170          | \$ 2,170           |                     |    |
| LGERS RETIREMENT                                       | 7.58%    | \$ 32,137         | \$ 35,558           | \$ 35,558         | \$ 35,558          |                     |    |
| 401K RETIREMENT                                        | 1.50%    | \$ 6,559          | \$ 7,037            | \$ 7,037          | \$ 7,037           |                     |    |
| WORKERS COMPENSATION                                   |          | \$ 9,332          | \$ 13,486           | \$ 13,486         | \$ 13,486          |                     |    |
| <b>TOTAL FRINGE BENEFIT COSTS</b>                      |          | <b>\$ 138,003</b> | <b>\$ 164,415</b>   | <b>\$ 164,415</b> | <b>\$ 164,415</b>  |                     |    |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>                    |          | <b>\$ 571,248</b> | <b>\$ 637,116</b>   | <b>\$ 637,116</b> | <b>\$ 637,116</b>  |                     |    |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER | DESCRIPTION                  | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------|------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| 10-545-0220    | SALARIES & WAGES - FULL TIME | 76,718                             | 67,441                       | 30,818                             | 67,441                             | 100,356                        | 100,356               | 100,356             |
| 10-545-0250    | CELL PHONE ALLOWANCE         | 300                                | 600                          | 0                                  | 600                                | 600                            | 600                   | 600                 |
| 10-545-0300    | FICA EXPENSE                 | 5,784                              | 5,205                        | 2,337                              | 5,205                              | 7,723                          | 7,723                 | 7,723               |
| 10-545-0410    | GROUP INSURANCE              | 16,958                             | 21,102                       | 6,725                              | 21,102                             | 12,301                         | 12,301                | 12,301              |
| 10-545-0500    | RETIREE INSURANCE            | 0                                  | 0                            | 10,119                             | 0                                  | 13,884                         | 13,884                | 13,884              |
| 10-545-0510    | LGERS RETIREMENT             | 5,188                              | 4,957                        | 2,249                              | 4,957                              | 7,259                          | 7,259                 | 7,259               |
| 10-545-0520    | 401K SUPP. RETIREMENT        | 0                                  | 1,012                        | 0                                  | 1,012                              | 1,437                          | 1,437                 | 1,437               |
| 10-545-0700    | UNEMPLOYMENT                 | 407                                | 434                          | 0                                  | 434                                | 434                            | 434                   | 434                 |
| 10-545-0800    | WORKERS COMPENSATION         | 0                                  | 2,997                        | 2,962                              | 2,997                              | 4,331                          | 4,331                 | 4,331               |
| 10-545-2100    | DEPARTMENTAL SUPPLIES        | 1,202                              | 3,250                        | 1,127                              | 3,250                              | 3,250                          | 3,250                 | 3,250               |
| 10-545-2300    | AUTO SUPPLIES                | 1,539                              | 1,500                        | 249                                | 1,500                              | 1,500                          | 1,500                 | 1,500               |
| 10-545-3600    | STAFF DEVELOPMENT            | 1,348                              | 1,500                        | 172                                | 1,500                              | 1,000                          | 1,000                 | 1,000               |
| 10-545-3710    | UNIFORMS                     | 445                                | 300                          | 0                                  | 300                                | 620                            | 620                   | 620                 |
| 10-545-3720    | OSHA COMPLIANCE ITEMS        | 55                                 | 3,000                        | 932                                | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-545-4130    | MAINT. & REPAIR VEHICLES     | 673                                | 500                          | 128                                | 500                                | 500                            | 500                   | 500                 |
| 10-545-4140    | MAINT FUEL SYSTEM/TANKS      | 1,750                              | 10,000                       | 7,967                              | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 10-545-4300    | TELEPHONE & POSTAGE          | 981                                | 2,000                        | 458                                | 500                                | 1,000                          | 1,000                 | 1,000               |
| <b>10-545</b>  | <b>DEPARTMENT TOTAL</b>      | <b>113,351</b>                     | <b>125,798</b>               | <b>66,243</b>                      | <b>123,298</b>                     | <b>168,194</b>                 | <b>168,194</b>        | <b>168,194</b>      |



TOWN OF OAK ISLAND  
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                   |         |                 |
|------|---------------------------------------------------------------------------------------------------|---------|-----------------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u>                                                                      |         |                 |
|      | Estimated per review of current year invoicing                                                    | TOTAL = | \$3,250         |
| 2300 | <u>VEHICLE SUPPLIES</u>                                                                           |         |                 |
|      | Fuel, oil, etc. estimated based on review of current year invoicing                               | TOTAL = | \$1,500         |
| 3600 | <u>STAFF DEVELOPMENT</u>                                                                          |         |                 |
|      | Stay current with the changes in environmental changes, technology, regulations, and auto safety. | TOTAL = | \$1,000         |
| 3710 | <u>UNIFORMS</u>                                                                                   |         |                 |
|      | Uniforms for one department personnel at \$620. per the new contract with UniFirst                | TOTAL = | \$620           |
| 3720 | <u>OSHA COMPLIANCE ITEMS</u>                                                                      |         |                 |
|      | Items needed during the year for safety issues.                                                   | TOTAL = | \$2,000         |
| 4130 | <u>MAINTENANCE &amp; REPAIR VEHICLES</u>                                                          |         |                 |
|      | Estimated per review of current year invoicing                                                    | TOTAL = | \$500           |
| 4140 | <u>MAINTENANCE FUEL SYSTEM TANKS</u>                                                              |         |                 |
|      | Estimated on quotes from vendors and current year invoicing                                       | TOTAL = | \$10,000        |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u>                                                                    |         |                 |
|      | Estimated per review of current year invoicing                                                    | TOTAL = | \$1,000         |
|      |                                                                                                   | TOTAL   | <u>\$19,870</u> |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

PUBLIC SERVICES - PUBLIC WORKS - ADMINISTRATION

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|
| Salaries/Benefits   | 105,357                            | 103,748                            | 148,324                                                | 42.97%                                        | 148,324                                               | 42.97%                                       |
| Operating Expenses  | 7,994                              | 22,050                             | 19,870                                                 | -9.89%                                        | 19,870                                                | -9.89%                                       |
| <b>TOTAL</b>        | <b>113,351</b>                     | <b>125,798</b>                     | <b>168,194</b>                                         | <b>33.70%</b>                                 | <b>168,194</b>                                        | <b>33.70%</b>                                |

| <u>POSITIONS</u>         |          |
|--------------------------|----------|
| PW Superintendant        | 1        |
| Admin Support Specialist | 1        |
| <b>TOTAL</b>             | <b>2</b> |

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

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - PUBLIC WORKS - ADMIN (10-545)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                     | POSITION | Current<br>Salary | Requested<br>Salary | Adopted Salary | Approved<br>Salary | Annual<br>Insurance | # |
|------------------------------------------|----------|-------------------|---------------------|----------------|--------------------|---------------------|---|
| <b>SUBTOTAL SALARIES-FULLTIME</b>        |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 95,767         | \$ 95,767           | \$ 95,767      | \$ 95,767          | \$ 12,301           | 2 |
| EFFECTIVE MERIT                          |          |                   |                     |                |                    |                     |   |
| COLA                                     |          | 3,419             | 3,414               | 3,414          | 3,414              |                     |   |
| CELL PHONE ALLOWANCE                     |          | -                 | 725                 | 725            | 725                |                     |   |
| CHRISTMAS BONUS                          |          | 600               | 600                 | 600            | 600                |                     |   |
|                                          |          | 450               | 450                 | 450            | 450                |                     |   |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 100,236        | \$ 100,956          | \$ 100,956     | \$ 100,956         |                     |   |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                |                    |                     |   |
| GROUP INSURANCE                          |          | 21,102            | 12,301              | 12,301         | 12,301             |                     |   |
| FICA & MEDICARE                          |          | 5,205             | 7,723               | 7,723          | 7,723              |                     |   |
| UNEMPLOYMENT                             |          | 434               | 434                 | 434            | 434                |                     |   |
| LGERS RETIREMENT                         |          | 4,957             | 7,259               | 7,259          | 7,259              |                     |   |
| 401K RETIREMENT                          |          | 1,012             | 1,437               | 1,437          | 1,437              |                     |   |
| WORKERS COMPENSATION                     |          | 2,997             | 4,331               | 4,331          | 4,331              |                     |   |
| <b>TOTAL FRINGE BENEFIT COSTS</b>        |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 35,707         | \$ 33,484           | \$ 33,484      | \$ 33,484          |                     |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 135,944        | \$ 134,441          | \$ 134,441     | \$ 134,441         |                     |   |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - FLEET MAINTENANCE (10-550)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                   | DESCRIPTION                        | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD                            |  | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------------------------|------------------------------------|---------------------------------------|---------------------------------|--------------------------------|--|------------------------------------|--------------------------------|-----------------------|---------------------|
|                                     |                                    |                                       |                                 | EXPENDED<br>AS OF<br>5/31/2017 |  |                                    |                                |                       |                     |
| PUBLIC SERVICES - FLEET MAINTENANCE |                                    |                                       |                                 |                                |  |                                    |                                |                       |                     |
| 10-550-0220                         | SALARIES & WAGES - FULL TIME       | 84,917                                | 90,501                          | 81,197                         |  | 90,501                             | 94,069                         | 94,069                | 94,069              |
| 10-550-0240                         | SALARIES & WAGES - OVER TIME       | 320                                   | 2,000                           | 272                            |  | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-550-0250                         | CELL PHONE ALLOWANCE               | 500                                   | 1,200                           | 550                            |  | 1,200                              | 1,200                          | 1,200                 | 1,200               |
| 10-550-0300                         | FICA EXPENSE                       | 6,296                                 | 6,923                           | 6,254                          |  | 6,923                              | 7,196                          | 7,196                 | 7,196               |
| 10-550-0410                         | GROUP INSURANCE                    | 13,985                                | 12,587                          | 10,879                         |  | 12,587                             | 12,275                         | 12,275                | 12,275              |
| 10-550-0510                         | LGERS RETIREMENT                   | 5,783                                 | 6,564                           | 6,029                          |  | 6,564                              | 7,005                          | 7,005                 | 7,005               |
| 10-550-0520                         | 401K SUPP. RETIREMENT              | 1,300                                 | 1,340                           | 1,200                          |  | 1,340                              | 1,386                          | 1,386                 | 1,386               |
| 10-550-0700                         | UNEMPLOYMENT                       | 407                                   | 434                             | 0                              |  | 434                                | 434                            | 434                   | 434                 |
| 10-550-0800                         | WORKERS COMPENSATION               | 0                                     | 1,891                           | 1,870                          |  | 1,891                              | 2,733                          | 2,733                 | 2,733               |
| 10-550-2100                         | DEPARTMENTAL SUPPLIES              | 5,059                                 | 10,500                          | 6,031                          |  | 8,000                              | 8,000                          | 8,000                 | 8,000               |
| 10-550-2300                         | VEHICLE SUPPLIES -OIL, GREASE ETC. | 12,461                                | 13,000                          | 9,445                          |  | 13,000                             | 10,000                         | 10,000                | 10,000              |
| 10-550-3600                         | STAFF DEVELOPMENT                  | 150                                   | 1,000                           | 0                              |  | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 10-550-3710                         | UNIFORMS                           | 835                                   | 1,080                           | 614                            |  | 1,080                              | 1,240                          | 1,240                 | 1,240               |
| 10-550-4120                         | MAINT. & REPAIR EQUIPMENT          | 980                                   | 2,000                           | 1,135                          |  | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-550-4130                         | MAINT. & REPAIR VEHICLES           | 428                                   | 3,000                           | 1,185                          |  | 3,000                              | 2,000                          | 2,000                 | 2,000               |
| 10-550-4300                         | TELEPHONE & POSTAGE                | 1,236                                 | 1,500                           | 808                            |  | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 10-550-6100                         | CONTRACTED SERVICES                | 858                                   | 2,000                           | 771                            |  | 4,000                              | 4,000                          | 4,000                 | 4,000               |
| 10-550-9100                         | EXPENDABLE EQUIPMENT               | 2,186                                 | 3,000                           | 2,977                          |  | 3,000                              | 3,000                          | 3,000                 | 3,000               |
| 10-550                              | DEPARTMENT TOTAL                   | 137,700                               | 160,520                         | 131,217                        |  | 159,520                            | 160,538                        | 160,538               | 160,538             |



**TOWN OF OAK ISLAND  
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                   |         |          |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u>                                                                                                                                                                      |         |          |
|      | Includes general garage supplies such as nuts, bolts, wire, welding supplies, grease, oil, bulbs, fuses, etc. for supporting the town vehicle/equipment fleet. (FOR ALL DEPARTMENTS)              | TOTAL = | \$8,000  |
| 2300 | <u>VEHICLE SUPPLIES</u>                                                                                                                                                                           |         |          |
|      | Oil and transmission fluids for all departments. 55 gallon drum prices and review of current year activity                                                                                        | TOTAL = | \$10,000 |
| 3600 | <u>STAFF DEVELOPMENT</u>                                                                                                                                                                          |         |          |
|      | Stay current with the changes in environmental changes, technology, regulations, and auto safety.                                                                                                 | TOTAL = | \$1,000  |
| 3710 | <u>UNIFORMS</u>                                                                                                                                                                                   |         |          |
|      | Based on contract with UniFirst for two (2) department personnel at \$620. each                                                                                                                   | TOTAL = | \$1,240  |
| 4120 | <u>MAINTENANCE &amp; REPAIR EQUIPMENT</u>                                                                                                                                                         |         |          |
|      | Based on review of current year activity                                                                                                                                                          | TOTAL = | \$2,000  |
| 4130 | <u>MAINTENANCE &amp; REPAIR VEHICLES</u>                                                                                                                                                          |         |          |
|      | Based on review of current year activity for three vehicles in department fleet (4 wheel drive truck, Crown Vic & Pick up                                                                         | TOTAL = | \$2,000  |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u>                                                                                                                                                                    |         |          |
|      | Estimated per past experience                                                                                                                                                                     | TOTAL = | \$1,000  |
| 6100 | <u>CONTRACTED SERVICES/LABOR</u>                                                                                                                                                                  |         |          |
|      | A new fee will be charged this year by Noble Oil to pick up used oil which has not been charged in the past - \$2,000.                                                                            |         |          |
|      | Includes funding for preventive maintenance contract for maintaining town generators. Also, includes estimated funds for disposal of hazardous waste and other miscellaneous contracted services. | TOTAL = | \$4,000  |
| 9100 | <u>EXPENDABLE EQUIPMENT</u>                                                                                                                                                                       |         |          |
|      | Contingency for tools, vehicle maintenance equipment, etc. state inspections software update.                                                                                                     | TOTAL = | \$3,000  |
|      |                                                                                                                                                                                                   | TOTAL = | \$32,240 |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - FLEET MAINTENANCE (10-550)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

PUBLIC SERVICES - FLEET MAINTENANCE

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 15 - 16</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|
| Salaries/Benefits   | 113,508                            | 123,440                            | 128,298                                                | 3.94%                                         | 128,298                                               | 3.94%                                        |
| Operating Expenses  | 24,192                             | 37,080                             | 32,240                                                 | -13.05%                                       | 32,240                                                | -13.05%                                      |
| <b>TOTAL</b>        | <b>137,700</b>                     | <b>160,520</b>                     | <b>160,537</b>                                         | <b>0.01%</b>                                  | <b>160,538</b>                                        | <b>0.01%</b>                                 |

| <u>POSITIONS</u>       |          |
|------------------------|----------|
| Sr. Equipment Mechanic | 1        |
| Equipment Mechanic     | 1        |
| <b>TOTAL</b>           | <b>2</b> |

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

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - FLEET MAINTENANCE (10-550)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                     | POSITION | Current<br>Salary | Requested<br>Salary | Annual<br>Insurance | # |
|------------------------------------------|----------|-------------------|---------------------|---------------------|---|
| <b>TOTAL BASE SALARIES-FULLTIME</b>      |          |                   |                     |                     |   |
|                                          |          | \$ 86,674         | \$ 86,674           | \$ 12,275           | 2 |
| EFFECTIVE MERIT                          |          |                   |                     |                     |   |
| COLA                                     | 3.57%    | \$ -              | \$ 3,090            |                     |   |
| OVERTIME                                 | 0.8%     | \$ -              | \$ 656              |                     |   |
| CELLPHONE ALLOWANCE                      |          | \$ 2,000          | \$ 2,000            |                     |   |
| CHRISTMAS BONUS                          |          | \$ 1,200          | \$ 1,200            |                     |   |
|                                          | \$225    | \$ 450            | \$ 450              |                     |   |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          | <b>\$ 90,324</b>  | <b>\$ 94,069</b>    |                     |   |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                     |   |
| GROUP INSURANCE                          |          | \$ 12,587         | \$ 12,275           |                     |   |
| FICA (7.65%)                             | 7.65%    | \$ 6,923          | \$ 7,196            |                     |   |
| UNEMPLOYMENT                             | \$217    | \$ 434            | \$ 434              |                     |   |
| LGERS RETIREMENT                         | 7.58%    | \$ 6,564          | \$ 7,005            |                     |   |
| 401K RETIREMENT                          | 1.50%    | \$ 1,340          | \$ 1,386            |                     |   |
| WORKERS COMPENSATION                     |          | \$ 1,891          | \$ 2,733            |                     |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          | <b>\$ 120,062</b> | <b>\$ 125,098</b>   |                     |   |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER | DESCRIPTION                  | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------|------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| 10-570-0220    | SALARIES & WAGES - FULL TIME | 162,336                            | 200,859                      | 152,715                            | 200,859                            | 250,830                        | 250,830               | 250,830             |
| 10-570-0240    | SALARIES & WAGES - OVER TIME | 6,494                              | 5,000                        | 4,924                              | 9,500                              | 8,000                          | 8,000                 | 8,000               |
| 10-570-0250    | CELL PHONE ALLOWANCE         | 200                                | 600                          | 0                                  | 600                                | 1,800                          | 1,800                 | 1,800               |
| 10-570-0300    | FICA EXPENSE                 | 12,848                             | 15,748                       | 12,234                             | 15,748                             | 19,800                         | 19,800                | 19,800              |
| 10-570-0410    | GROUP INSURANCE              | 35,929                             | 38,728                       | 26,624                             | 38,728                             | 45,979                         | 45,979                | 45,979              |
| 10-570-0510    | LGERS RETIREMENT             | 11,440                             | 15,087                       | 11,975                             | 15,087                             | 19,363                         | 19,363                | 19,363              |
| 10-570-0520    | 401K SUPP. RETIREMENT        | 2,540                              | 3,079                        | 2,138                              | 3,079                              | 3,832                          | 3,832                 | 3,832               |
| 10-570-0700    | UNEMPLOYMENT                 | 1,222                              | 1,302                        | 0                                  | 1,032                              | 1,519                          | 1,519                 | 1,519               |
| 10-570-0800    | WORKERS COMPENSATION         | 0                                  | 4,232                        | 4,184                              | 2,469                              | 6,116                          | 6,116                 | 6,116               |
| 10-570-2100    | DEPARTMENTAL SUPPLIES        | 9,586                              | 8,000                        | 6,464                              | 8,000                              | 8,000                          | 8,000                 | 8,000               |
| 10-570-2101    | MOSQUITO CONTROL             | 10,659                             | 20,000                       | 5,231                              | 10,000                             | 15,000                         | 15,000                | 15,000              |
| 10-570-2300    | VEHICLE SUPPLIES             | 18,337                             | 32,000                       | 21,299                             | 20,000                             | 25,000                         | 25,000                | 25,000              |
| 10-570-3600    | STAFF DEVELOPMENT            | 1,926                              | 4,000                        | 1,501                              | 1,000                              | 4,000                          | 4,000                 | 4,000               |
| 10-570-3710    | UNIFORMS                     | 1,946                              | 3,240                        | 2,019                              | 2,000                              | 3,720                          | 3,720                 | 3,720               |
| 10-570-4120    | MAINT & REPAIR EQUIPMENT     | 20,085                             | 20,000                       | 15,391                             | 20,000                             | 20,000                         | 20,000                | 20,000              |
| 10-570-4130    | MAINT & REPAIR VEHICLES      | 12,825                             | 20,000                       | 10,673                             | 10,000                             | 15,000                         | 15,000                | 15,000              |
| 10-570-4140    | MAINT & REPAIR STREETS-SIGNS | 53,672                             | 20,000                       | 14,889                             | 20,000                             | 30,000                         | 30,000                | 30,000              |
| 10-570-4300    | TELEPHONE & POSTAGE          | 258                                | 1,700                        | 541                                | 500                                | 500                            | 500                   | 500                 |
| 10-570-4400    | UTILITIES                    | 0                                  | 21,835                       | 4,607                              | 21,835                             | 21,835                         | 21,835                | 21,835              |
| 10-570-5410    | CAPITAL OUTLAY               | 0                                  | 40,000                       | 0                                  | 40,000                             | 0                              | -                     | -                   |
| 10-570-5420    | SODIUM LIGHT SYSTEM(STREET)  | 110,891                            | 106,300                      | 102,662                            | 106,300                            | 106,300                        | 106,300               | 106,300             |
| 10-570-6101    | CONTRACTED SERVICES-OTHER    | 0                                  | 8,000                        | 7,670                              | 8,000                              | 30,000                         | 30,000                | 30,000              |
| 10-570-6102    | CONTRACTED SERVICES-MOWING   | 206,627                            | 292,000                      | 231,349                            | 292,000                            | 270,000                        | 270,000               | 270,000             |
| 10-570-6103    | CONTRACT SVCS - PAVING       | 0                                  | 30,000                       | 0                                  | 30,000                             | 30,000                         | 30,000                | 30,000              |
| 10-570-6104    | CONTRACT SVCS - SIDEWALKS    | 0                                  | 10,000                       | 0                                  | 10,000                             | 7,000                          | 7,000                 | 7,000               |
| 10-570-6105    | CONTRACT SVCS - POWELL BILL  | 22,365                             | 300,000                      | 143,620                            | 300,000                            | 300,000                        | 300,000               | 300,000             |
| 10-570-9672    | TRANSFER TO CAPITAL RESERVE  | 0                                  | 0                            | 0                                  | 0                                  | 0                              | -                     | -                   |
| <b>10-570</b>  | <b>DEPARTMENT TOTAL</b>      | <b>702,185</b>                     | <b>1,221,710</b>             | <b>782,712</b>                     | <b>1,186,737</b>                   | <b>1,243,595</b>               | <b>1,243,595</b>      | <b>1,243,595</b>    |



TOWN OF OAK ISLAND  
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                                                                                                                                                 |                   |                  |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u><br>Based on review of current year invoicing                                                                                                                                                       | TOTAL =           | \$8,000          |
| 2101 | <u>MOSQUITO CONTROL</u><br>Estimated based on past year experience.                                                                                                                                                             | TOTAL =           | \$15,000         |
| 2300 | <u>VEHICLE SUPPLIES</u><br>Fuel, oil, etc. estimated per past experience.                                                                                                                                                       | TOTAL =           | \$25,000         |
| 3600 | <u>STAFF DEVELOPMENT</u><br>Stay current with the changes in environmental changes, technology, regulations, and auto safety. Also includes additional asphalt training.                                                        | TOTAL =           | \$4,000          |
| 3710 | <u>UNIFORMS</u><br>Estimate per past experience for 6 department personnel @ \$620.00 each                                                                                                                                      | TOTAL =           | \$3,720          |
| 4120 | <u>MAINTENANCE &amp; REPAIR EQUIPMENT</u><br>Based on review of current year invoicing                                                                                                                                          | TOTAL =           | \$20,000         |
| 4130 | <u>MAINTENANCE &amp; REPAIR VEHICLES</u><br>Based on review of current year invoicing                                                                                                                                           | TOTAL =           | \$15,000         |
| 4140 | <u>MAINTENANCE &amp; REPAIR -STREETS AND SIGNS</u><br>Estimated cost to repair streets and street name signs for entire town. (Non Powell Bill eligible)                                                                        | TOTAL =           | \$30,000         |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u><br>Based on review of current year invoicing                                                                                                                                                     | TOTAL =           | \$500            |
| 4400 | <u>UTILITIES</u><br>Based on prior year activity. This expense was previously reflected on Facilities Management                                                                                                                | TOTAL =           | \$21,835         |
| 5420 | <u>SODIUM LIGHT SYSTEM</u><br>Street Lights for the total Town                                                                                                                                                                  | TOTAL =           | \$106,300        |
| 6101 | <u>SODIUM LIGHT SYSTEM</u><br>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 =           | \$30,000         |
| 6102 | <u>CONTRACTED SERVICES / MOWING</u><br>GreenMan Mowing Contract - (Town Buildings and Parks Mowing \$75,402. and Right of Way Mowing \$192,305.                                                                                 | \$270,000 TOTAL = | \$270,000        |
| 6103 | <u>CONTRACTED SERVICES/STREET PAVING</u><br>Miscellaneous work to be performed during the year.                                                                                                                                 | TOTAL =           | \$30,000         |
| 6104 | <u>CONTRACTED SERVICES/SIDEWALKS</u><br>Miscellaneous work to be performed during the year.                                                                                                                                     | TOTAL =           | \$7,000          |
| 6105 | <u>CONTRACT SERVICES - POWELL BILL</u><br>Paving of selected streets in town which are Powell Bill eligible                                                                                                                     | TOTAL =           | \$300,000        |
|      |                                                                                                                                                                                                                                 | TOTAL             | <u>\$886,355</u> |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 15 - 16<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>POSITIONS</u>             |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|------------------------------|
| Salaries/Benefits   | 233,008                      | 284,635                      | 357,240                                    | 25.51%                            | Public Works Supervisor 1    |
| Operating Expenses  | 469,177                      | 937,075                      | 886,355                                    | -5.41%                            | Crew Leader 2                |
| Capital Outlay      | 0                            | -                            | -                                          |                                   | Heavy Equipment Operator 1   |
| Transfers           | 0                            | -                            | -                                          |                                   | Equipment Operator 1         |
|                     |                              |                              |                                            |                                   | Sr. Maintenance Worker 1     |
|                     |                              |                              |                                            |                                   | Maintenance Worker(Vacant) 1 |
| <b>TOTAL</b>        | <b>702,185</b>               | <b>1,221,710</b>             | <b>1,243,595</b>                           | <b>1.79%</b>                      | <b>TOTAL 7</b>               |

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

TOWN OF OAK ISLAND  
BUDGET SUMMARY - PUBLIC WORKS - OPERATIONS (10-570)  
PERSONNEL COST DATA  
FY 2017 - 2018

| NAME                          | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | Adopted<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | # |
|-------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|---|
| TOTAL SALARIES-FULLTIME       |          |                   |                     |                   |                    |                     |   |
|                               |          | \$ 237,203        | \$ 237,203          | \$ 237,203        | \$ 237,203         | \$ 45,979           | 7 |
| EFFECTIVE MERIT               |          |                   |                     |                   |                    |                     |   |
| OVERTIME                      |          | 2,138             | 8,456               | 8,456             | 8,456              |                     |   |
| COLA                          |          | 5,000             | 8,000               | 8,000             | 8,000              |                     |   |
| CELLPHONE ALLOWANCE           |          |                   | 1,795               | 1,795             | 1,795              |                     |   |
| CHRISTMAS BONUS               |          | 600               | 1,800               | 1,800             | 1,800              |                     |   |
|                               |          | 1,575             | 1,575               | 1,575             | 1,575              |                     |   |
| TOTAL ALL SALARIES & OVERTIME |          | \$ 246,516        | \$ 258,830          | \$ 258,830        | \$ 258,830         |                     |   |
| FRINGE BENEFIT COSTS          |          |                   |                     |                   |                    |                     |   |
| GROUP INSURANCE               |          | 26,100            | 45,979              | 45,979            | 45,979             |                     |   |
| FICA (7.65%)                  |          | 15,748            | 19,800              | 19,800            | 19,800             |                     |   |
| UNEMPLOYMENT                  |          | 1,302             | 1,519               | 1,519             | 1,519              |                     |   |
| LGERS RETIREMENT              |          | 15,087            | 19,363              | 19,363            | 19,363             |                     |   |
| 401K RETIREMENT               |          | 3,079             | 3,832               | 3,832             | 3,832              |                     |   |
| WORKERS COMPENSATION          |          | 4,232             | 6,116               | 6,116             | 6,116              |                     |   |
| TOTAL FRINGE BENEFIT COSTS    |          | \$ 65,548         | \$ 96,610           | \$ 96,610         | \$ 96,610          |                     |   |
| GRAND TOTAL PERSONNEL BUDGET  |          | \$ 312,064        | \$ 355,440          | \$ 355,440        | \$ 355,440         |                     |   |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER            | DESCRIPTION                     | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|------------------------------|---------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>RECREATION DEPARTMENT</b> |                                 |                                       |                                 |                                       |                                    |                                |                       |                     |
| 10-620-0220                  | SALARIES & WAGES - FULL TIME    | 214,992                               | 243,129                         | 222,615                               | 243,129                            | 222,768                        | 222,768               | 222,768             |
| 10-620-0221                  | WAGES - PART TIME               | 23,072                                | 38,084                          | 31,291                                | 38,084                             | 38,667                         | 38,667                | 38,667              |
| 10-620-0250                  | CELL PHONE ALLOWANCE            | 2,200                                 | 2,400                           | 1,850                                 | 2,400                              | 3,000                          | 3,000                 | 3,000               |
| 10-620-0300                  | FICA EXPENSE                    | 19,916                                | 21,824                          | 19,404                                | 21,824                             | 21,872                         | 21,872                | 21,872              |
| 10-620-0410                  | GROUP INSURANCE                 | 37,015                                | 45,881                          | 36,947                                | 45,881                             | 30,682                         | 30,682                | 30,682              |
| 10-620-0510                  | LGERS RETIREMENT                | 13,713                                | 18,169                          | 16,231                                | 18,169                             | 18,741                         | 18,741                | 18,741              |
| 10-620-0500                  | RETIREE INSURANCE               | 0                                     | 0                               | 22,581                                | 11,382                             | 34,149                         | 34,149                | 34,149              |
| 10-620-0520                  | 401K SUPP. RETIREMENT           | 3,552                                 | 3,708                           | 4,970                                 | 3,708                              | 3,709                          | 3,709                 | 3,709               |
| 10-620-0700                  | UNEMPLOYMENT                    | 1,360                                 | 1,683                           | 0                                     | 1,683                              | 1,472                          | 1,472                 | 1,472               |
| 10-620-0800                  | WORKERS COMPENSATION            | 1,097                                 | 5,597                           | 5,534                                 | 5,597                              | 8,089                          | 8,089                 | 8,089               |
| 10-620-2100                  | DEPARTMENTAL SUPPLIES           | 9,029                                 | 8,750                           | 8,223                                 | 8,750                              | 9,000                          | 9,000                 | 9,000               |
| 10-620-2101                  | WEIGHT ROOM EXPENSES            | 7,716                                 | 19,500                          | 5,651                                 | 7,500                              | -                              | -                     | -                   |
| 10-620-2103                  | MERCHANDISING                   | 7,130                                 | 7,500                           | 5,852                                 | 7,500                              | 8,000                          | 8,000                 | 8,000               |
| 10-620-2104                  | SALTY DOG PARK EXPENSE          | 500                                   | 1,000                           | 0                                     | 1,000                              | 1,500                          | 1,500                 | 1,500               |
| 10-620-2300                  | VEHICLE SUPPLIES                | 4,206                                 | 5,000                           | 2,245                                 | 5,000                              | 3,000                          | 3,000                 | 3,000               |
| 10-620-2400                  | ACTIVITIES & PROGRAMS           | 41,947                                | 41,000                          | 37,772                                | 41,000                             | 45,000                         | 45,000                | 45,000              |
| 10-620-2405                  | SEA TURTLE EXPENDITURES         | 0                                     | 1,000                           | 2,210                                 | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 10-620-2500                  | CLEANING SUPPLIES               | 3,912                                 | 4,000                           | 3,605                                 | 4,000                              | 4,250                          | 4,250                 | 4,250               |
| 10-620-3200                  | ADVERTISING                     | 1,078                                 | 1,500                           | 1,414                                 | 1,500                              | 1,500                          | 1,500                 | 1,500               |
| 10-620-3300                  | DUES & SUBSCRIPTIONS            | 640                                   | 850                             | 600                                   | 850                                | 850                            | 850                   | 850                 |
| 10-620-3600                  | STAFF DEVELOPMENT               | 1,664                                 | 2,500                           | 1,593                                 | 2,500                              | 2,500                          | 2,500                 | 2,500               |
| 10-620-3710                  | UNIFORMS                        | 738                                   | 1,500                           | 974                                   | 1,500                              | 2,000                          | 2,000                 | 2,000               |
| 10-620-4109                  | REPAIRS & MAINT. - FACILITIES   | 23,749                                | 44,160                          | 46,805                                | 41,660                             | 41,000                         | 41,000                | 41,000              |
| 10-620-4120                  | REPAIRS & MAINT. - EQUIPMENT    | 215                                   | 1,500                           | 496                                   | 1,500                              | 1,500                          | 1,500                 | 1,500               |
| 10-620-4130                  | REPAIRS & MAINT. - VEHICLES     | 682                                   | 2,000                           | 2                                     | 3,000                              | 3,000                          | 3,000                 | 3,000               |
| 10-620-4306                  | TELEPHONE & POSTAGE             | 3,266                                 | 3,500                           | 173                                   | 6,000                              | 4,500                          | 4,500                 | 4,500               |
| 10-620-4307                  | INTERNET ACCESS                 | 2,453                                 | 2,700                           | 3,469                                 | 2,700                              | 2,700                          | 2,700                 | 2,700               |
| 10-620-4400                  | UTILITIES                       | 0                                     | 65,675                          | 59,282                                | 65,675                             | 65,675                         | 65,675                | 65,675              |
| 10-620-5420                  | CAPITAL OUTLAY - EQUIPMENT      | 50,410                                | 49,000                          | 0                                     | -                                  | 20,000                         | 20,000                | 20,000              |
| 10-620-6100                  | CONTRACTED SERVICES             | 37,490                                | 31,000                          | 33,585                                | 35,000                             | 35,000                         | 35,000                | 35,000              |
| 10-620-7405                  | CAPITAL OUTLAY-KAYAK LAUNCH     | 33,956                                | 60,843                          | 44,255                                | 44,255                             | -                              | -                     | -                   |
| 10-620-7400                  | CAPITAL OUTLAY-CONNECT NC GRANT |                                       |                                 |                                       |                                    | 28,118                         | 28,118                | 28,118              |
| 10-620-7400                  | CAPITAL OUTLAY-PARTF GRANT      |                                       |                                 |                                       |                                    | 100,000                        | 100,000               | 100,000             |
| 10-620-7400                  | CAPITAL OUTLAY-CRFL GRANT       |                                       |                                 |                                       |                                    | 10,000                         | 10,000                | 10,000              |
| 10-620-7400                  | CAPITAL OUTLAY-CAMA GRANT       |                                       |                                 |                                       |                                    | 16,600                         | 16,600                | 16,600              |
| 10-620-9100                  | EXPENDABLE EQUIPMENT            |                                       |                                 |                                       |                                    | 500                            | 500                   | 500                 |
| 10-620-9672                  | TRANSFER TO CAPITAL RESERVE     | 506                                   | 500                             | -                                     | -                                  | 112,500                        | 112,500               | 112,500             |
| <b>10-620</b>                | <b>DEPARTMENT TOTAL</b>         | <b>548,202</b>                        | <b>735,454</b>                  | <b>619,626</b>                        | <b>673,748</b>                     | <b>902,842</b>                 | <b>902,842</b>        | <b>902,842</b>      |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                                             |         |          |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u>                                                                                                                                                                |         |          |
|      | Restroom supplies and products for all facilities, paper, copy paper, ink cartridges, printer cartridges, office supplies                                                                   | TOTAL = | \$9,000  |
| 2103 | <u>MERCHANDISING</u>                                                                                                                                                                        |         |          |
|      | Town shirts and turtle merchandise for resale for profit.                                                                                                                                   | TOTAL = | \$8,000  |
| 2104 | <u>SALTY DOG PARK</u>                                                                                                                                                                       |         |          |
|      | spray for pests and weed control                                                                                                                                                            | TOTAL = | \$1,500  |
| 2300 | <u>AUTO SUPPLIES</u>                                                                                                                                                                        |         |          |
|      | Based on review of current year expenditures                                                                                                                                                | TOTAL = | \$3,000  |
| 2400 | <u>ACTIVITIES &amp; PROGRAMS</u>                                                                                                                                                            |         |          |
|      | Athletic programs, fitness programs, festivals, special events, camps, wellness programs, trips and community activities.                                                                   | TOTAL = | \$45,000 |
| 2405 | <u>SEA TURTLE EXPENSE</u>                                                                                                                                                                   |         |          |
|      | The sea turtle program receives donations from the public and businesses to support the program. Funds used from this line item purchase supplies needed to operate the protection program. | TOTAL = | \$1,000  |
| 2500 | <u>CLEANING SUPPLIES</u>                                                                                                                                                                    |         |          |
|      | Cleaning supplies for all facilities, based on review of current year expenditures                                                                                                          | TOTAL = | \$4,250  |
| 3200 | <u>ADVERTISING</u>                                                                                                                                                                          |         |          |
|      | Publications, advertising through various media for programs, facilities, events                                                                                                            | TOTAL = | \$1,500  |
| 3300 | <u>DUES &amp; 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 both full time and part time staff to wear during recreation dept events                                                                                                         | TOTAL = | \$2,000  |
| 4109 | <u>MAINTENANCE &amp; REPAIR BUILDINGS &amp; GROUNDS</u>                                                                                                                                     |         |          |
|      | Middleton Park, overlooks and docks. Items previously in public works budget.                                                                                                               | TOTAL = | \$41,000 |
| 4120 | <u>MAINTENANCE &amp; REPAIR EQUIPMENT</u>                                                                                                                                                   |         |          |
|      | Computers, digital sign, office equipment                                                                                                                                                   | TOTAL = | \$1,500  |
| 4130 | <u>MAINTENANCE &amp; REPAIR VEHICLES</u>                                                                                                                                                    |         |          |
|      | Maintain fleet of 1 bus, vehicles, and trailers                                                                                                                                             | TOTAL = | \$3,000  |
| 4306 | <u>TELEPHONE &amp; POSTAGE</u>                                                                                                                                                              |         |          |
|      | Recreation Center, Athletics Office, Skate Park, and Nature Center                                                                                                                          | TOTAL = | \$4,500  |
| 4307 | <u>INTERNET ACCESS</u>                                                                                                                                                                      |         |          |
|      | Recreation Center, Teen Center, and Athletics Office                                                                                                                                        | TOTAL = | \$2,700  |
| 4400 | <u>UTILITIES</u>                                                                                                                                                                            |         |          |
|      | Based on review of current year utility bills                                                                                                                                               | TOTAL = | \$65,675 |

**BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                               |                   |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------|
| 5420 | <u><b>CAPITAL OUTLAY - EQUIPMENT</b></u><br>Parks & Recreation Master Plan                                                                                                                                                                                                                                                                                                                                                                                                                                       | 20,000<br>Detail Total 20,000                                 | TOTAL = \$20,000  |
| 7400 | <u><b>CAPITAL OUTLAY - GRANTS</b></u><br>Connect NC Grant - ADA Beach Access (Total Grant \$112,470, Town Cash Match<br>CAMA Public Beach and Waterfront Grant - fishing tee at Veterans Park<br>CRF: grant - fishing tee at Veterans Park<br>PARTF - Redevelopment of Middleton Park                                                                                                                                                                                                                            | 28,118<br>16,600<br>10,000<br>100,000<br>Detail Total 154,718 | TOTAL = \$154,718 |
| 6100 | <u><b>CONTRACTED SERVICES</b></u><br>This line item is for contracted instructors such as exercise, and sports officials and utility vehicle rental, copier lease, and special event contractors. Exercise instructors are paid a percentage from revenue collect from classes. As class participant numbers increase, so does the contractor compensation. Also includes yearly recreation software fees and building maintenance contracts: copies, fire, floor stripping, utility vehicle rental for turtles. | TOTAL = \$35,000                                              |                   |
| 9100 | <u><b>EXPENDABLE EQUIPMENT</b></u><br>Contingency for small items with a value less than \$5,000 with more than a 1 year life                                                                                                                                                                                                                                                                                                                                                                                    | TOTAL = \$500                                                 |                   |
| 9672 | <u><b>TRANSFER TO CAPITAL RESERVE</b></u><br>1st Year of a four year plan to transfer funds to Capital Reserve to replace lights at Middleton Park (\$112,500 X 4 years for a total of \$500,000.                                                                                                                                                                                                                                                                                                                | TOTAL = \$112,500                                             |                   |
|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | TOTAL \$519,693                                               |                   |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)**  
**FY 2017 - 2018**

| <u>EXPENDITURES</u>      | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 16 - 17</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> | <u>POSITIONS</u>                                           |
|--------------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|------------------------------------------------------------|
| Salaries/Benefits        | 316,915                            | 380,476                            | 383,149                                                | 0.70%                                         | 383,149                                               | 0.70%                                        | <u>Full time</u><br>Parks & Recreation Director 1          |
| Operating Expenses       | 146,921                            | 196,135                            | 231,975                                                | 18.27%                                        | 231,975                                               | 18.27%                                       | Rec. Program Supervisor 1                                  |
| Capital Outlay-Equipment | 50,410                             | 49,000                             | 20,000                                                 | 100.00%                                       | 20,000                                                | -59.18%                                      | Rec. Center Coordinator 1                                  |
| Capital Outlay-Grants    | 33,956                             | 109,843                            | 155,218                                                | 41.31%                                        | 155,218                                               | 41.31%                                       | Rec Center Assistant 1                                     |
| Transfers to Reserve     | 0                                  | 0                                  | 112,500                                                | 100.00%                                       | 112,500                                               | 100.00%                                      | Rec Program Supervisor 1                                   |
| <b>TOTAL</b>             | <b>548,202</b>                     | <b>735,454</b>                     | <b>902,842</b>                                         | <b>22.76%</b>                                 | <b>902,842</b>                                        | <b>22.76%</b>                                | <u>Part Time</u><br>Seasonal Part Time 7<br>Turtle Watch 4 |
| <u>PERSONNEL</u>         | <u>FULL-TIME</u><br>5              | <u>PART-TIME</u><br>11             | <u>TOTAL</u><br>16                                     |                                               |                                                       |                                              | <u>TOTAL</u><br>16                                         |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - RECREATION DEPARTMENT (10-620)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                         | POSITION           | Current Salary    | REQUESTED SALARY  | Adopted SALARY    | APPROVED SALARY   | ANNUAL INSURANCE | # |
|----------------------------------------------|--------------------|-------------------|-------------------|-------------------|-------------------|------------------|---|
| <b>SUBTOTAL SALARIES-FULLTIME</b>            |                    |                   |                   |                   |                   |                  |   |
| Seasonal Part Time Staff                     | Temporay Part Time | \$ 215,100        | \$ 215,100        | \$ 215,100        | \$ 215,100        | \$ 30,682        | 5 |
|                                              |                    | \$ -              | \$ 18,000         | \$ 18,000         | \$ 18,000         |                  | 7 |
| <b>SUBTOTAL SALARIES-TEMPORARY PART-TIME</b> |                    |                   |                   |                   |                   |                  |   |
| CELL PHONE ALLOWANCE                         |                    | \$ 38,667         | \$ 38,667         | \$ 38,667         | \$ 38,667         |                  | 4 |
| TOTAL BASE SALARIES                          |                    | \$ 2,400          | \$ 3,000          | \$ 3,000          | \$ 3,000          |                  |   |
|                                              |                    | \$ 256,167        | \$ 274,767        | \$ 274,767        | \$ 274,767        |                  |   |
| EFFECTIVE MERIT                              |                    | 3.57%             | \$ 3,502          | \$ 7,668          | \$ 7,668          |                  |   |
| COLA                                         |                    | 0.8%              | \$ 1,921          | \$ 1,921          | \$ 1,921          |                  |   |
| CHRISTMAS BONUS                              |                    | \$225             | \$ 1,674          | \$ 1,557          | \$ 1,557          |                  |   |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b>     |                    | <b>\$ 261,343</b> | <b>\$ 285,913</b> | <b>\$ 285,913</b> | <b>\$ 285,913</b> |                  |   |
| <b>FRINGE BENEFIT COSTS</b>                  |                    |                   |                   |                   |                   |                  |   |
| GROUP INSURANCE                              |                    | \$ 45,881         | \$ 30,682         | \$ 30,682         | \$ 30,682         |                  |   |
| FICA & MEDICARE                              |                    | \$ 21,824         | \$ 21,872         | \$ 21,872         | \$ 21,872         |                  |   |
| UNEMPLOYMENT                                 |                    | \$ 1,683          | \$ 1,472          | \$ 1,472          | \$ 1,472          |                  |   |
| LGERS RETIREMENT                             |                    | \$ 18,169         | \$ 18,741         | \$ 18,741         | \$ 18,741         |                  |   |
| 401K RETIREMENT                              |                    | \$ 3,708          | \$ 3,709          | \$ 3,709          | \$ 3,709          |                  |   |
| WORKERS COMPENSATION                         |                    | \$ 8,089          | \$ 8,089          | \$ 8,089          | \$ 8,089          |                  |   |
| <b>TOTAL FRINGE BENEFIT COSTS</b>            |                    | <b>\$ 99,354</b>  | <b>\$ 84,565</b>  | <b>\$ 84,565</b>  | <b>\$ 84,565</b>  |                  |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>          |                    | <b>\$ 360,698</b> | <b>\$ 370,478</b> | <b>\$ 370,478</b> | <b>\$ 370,478</b> |                  |   |



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

**FY 2017 - 2018**

| ACCOUNT<br>NUMBER       | DESCRIPTION                  | PREVIOUS YEAR<br>ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>COMMUNITY CENTER</b> |                              |                                       |                                 |                                       |                                    |                                |                       |                     |
| 10-621-0220             | SALARIES & WAGES - FULL TIME | 67,401                                | 46,014                          | 55,932                                | 46,014                             | 81,434                         | 81,434                | 81,434              |
| 10-621-0230             | SALARIES & WAGES - PART TIME | 2,171                                 | 38,718                          | 11,023                                | 38,718                             | 19,770                         | 19,770                | 19,770              |
| 10-621-0250             | CELL PHONE ALLOWANCE         | 500                                   | 600                             | 550                                   | 600                                | 600                            | 600                   | 600                 |
| 10-621-0300             | FICA                         | 5,348                                 | 6,528                           | 4,904                                 | 6,528                              | 7,788                          | 7,788                 | 7,788               |
| 10-621-0410             | GROUP INSURANCE              | 7,449                                 | 7,340                           | 6,785                                 | 7,340                              | 13,652                         | 13,652                | 13,652              |
| 10-621-0510             | LGERS RETIREMENT             | 3,117                                 | 6,272                           | 3,221                                 | 6,272                              | 6,393                          | 6,393                 | 6,393               |
| 10-621-0520             | 401K PLAN RETIREMENT         | 780                                   | 690                             | 814                                   | 690                                | 1,222                          | 1,222                 | 1,222               |
| 10-621-0700             | UNEMPLOYMENT INSURANCE       | 291                                   | 604                             | -                                     | 604                                | 632                            | 632                   | 632                 |
| 10-621-0800             | WORKERS COMPENSATION         | -                                     | 1,488                           | 1,471                                 | 1,488                              | 2,150                          | 2,150                 | 2,150               |
| 10-621-0900             | PENSION EXPENSE              | -                                     | -                               | -                                     | -                                  | -                              | -                     | -                   |
| 10-621-2101             | DEPARTMENTAL SUPPLIES        | 2,867                                 | 2,600                           | 1,863                                 | 2,600                              | 3,000                          | 3,000                 | 3,000               |
| 10-621-2300             | VEHICLE SUPPLIES             | 1,507                                 | 5,000                           | 1,454                                 | 5,000                              | 2,500                          | 2,500                 | 2,500               |
| 10-621-2400             | ACTIVITIES & PROGRAMS        | 4,411                                 | 4,250                           | 3,241                                 | 4,250                              | 4,500                          | 4,500                 | 4,500               |
| 10-621-3300             | DUES & SUBSCRIPTIONS         | -                                     | -                               | -                                     | -                                  | 75                             | 75                    | 75                  |
| 10-621-4120             | MAINT. & REPAIR EQUIPMENT    | 1,680                                 | 1,200                           | 138                                   | 1,200                              | 2,000                          | 2,000                 | 2,000               |
| 10-621-4130             | MAINT. & REPAIR AUTO         | 251                                   | 3,500                           | -                                     | 3,500                              | 1,500                          | 1,500                 | 1,500               |
| 10-621-4300             | TELEPHONE & POSTAGE          | 190                                   | 1,000                           | 173                                   | 1,000                              | 500                            | 500                   | 500                 |
| 10-621-5401             | CAPITAL OUTLAY               | -                                     | 45,514                          | 47,129                                | 47,129                             | -                              | -                     | -                   |
| 10-621-6100             | CONTRACTED SERVICES          | 176                                   | -                               | -                                     | -                                  | 4,000                          | 4,000                 | 4,000               |
| 10-621-9100             | EXPENDABLE EQUIPMENT         | -                                     | 250                             | -                                     | 250                                | 250                            | 250                   | 250                 |
| <b>10-621</b>           | <b>DEPARTMENT TOTAL</b>      | <b>98,138</b>                         | <b>171,568</b>                  | <b>138,696</b>                        | <b>173,183</b>                     | <b>151,966</b>                 | <b>151,966</b>        | <b>151,966</b>      |

TOWN OF OAK ISLAND  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

2100 DEPARTMENTAL SUPPLIES

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

TOTAL = \$3,000

2300 VEHICLE SUPPLIES

This line item is used to purchase gasoline and tires for the Department's vehicle fleet.

TOTAL = \$2,500

2400 ACTIVITIES & PROGRAMS

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

TOTAL = \$4,500

2400 DUES & SUBSCRIPTIONS

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

TOTAL = \$75

4120 MAINT. & REPAIR EQUIPMENT

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

TOTAL = \$2,000

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 = \$1,500

4300 TELEPHONE & POSTAGE

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

TOTAL = \$500

6100 CONTRACTED SERVICES

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

\$1,800

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

\$2,200

Sub-Total \$4,000 TOTAL = \$4,000

9100 EXPENDABLE EQUIPMENT

Small miscellaneous equipment

TOTAL = \$250

TOTAL \$18,325

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - COMMUNITY CENTER (10-621)  
FY 2017 - 2018**

| <u>COMMUNITY CENTER</u><br><u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> | <u>POSITIONS</u>                                   |
|------------------------------------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|----------------------------------------------------|
|                                                |                                    |                                    |                                                        |                                               |                                                       |                                              | <u>Full Time</u>                                   |
| Salaries/Benefits                              | 87,057                             | 108,254                            | 133,641                                                | 23.45%                                        | 133,641                                               | 23.45%                                       | Community Resource Supervisor 1                    |
| Operating Expenses                             | 11,081                             | 17,800                             | 18,325                                                 | 2.95%                                         | 18,325                                                | 2.95%                                        | Community Res Ctr Assistant 1                      |
| Capital Outlay                                 | 0                                  | 45,514                             | 0                                                      | 0.00%                                         | 0                                                     | 0.00%                                        | 2                                                  |
| Debt Service                                   | 0                                  | 0                                  | 0                                                      | 0.00%                                         | 0                                                     | 0.00%                                        | <u>Part Time</u><br>Community Resource Assistant 2 |
| <b>TOTAL</b>                                   | <b>98,138</b>                      | <b>171,568</b>                     | <b>151,966</b>                                         | <b>-11.43%</b>                                | <b>151,966</b>                                        | <b>-11.43%</b>                               | <b>TOTAL 4</b>                                     |

|                  |                       |                       |                   |
|------------------|-----------------------|-----------------------|-------------------|
| <u>PERSONNEL</u> | <u>FULL-TIME</u><br>2 | <u>PART-TIME</u><br>2 | <u>TOTAL</u><br>4 |
|------------------|-----------------------|-----------------------|-------------------|

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

**FY 2017 - 2018**

| NAME                                     | POSITION | Current<br>Salary | Requested<br>Salary | Adopted Salary | Approved<br>Salary | Annual<br>Insurance | # |
|------------------------------------------|----------|-------------------|---------------------|----------------|--------------------|---------------------|---|
| <b>SUBTOTAL SALARIES -FULL TIME</b>      |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 81,434         | \$ 81,434           | \$ 81,434      | \$ 81,434          | \$ 13,652           | 2 |
| <b>SUBTOTAL SALARIES-PART TIME</b>       |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 38,490         | \$ 19,770           | 19,770         | 19,770             | \$ -                | 2 |
| <b>TOTAL BASE SALARIES</b>               |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 119,924        | \$ 101,204          | 101,204        | 101,204            | \$ 13,652           |   |
| CELL PHONE ALLOWANCE                     |          | \$ 600            | \$ 600              | \$ 600         | \$ 600             |                     |   |
| AVERAGE MERIT                            | 3.57%    | \$ 2,903          | \$ 2,903            | \$ 2,903       | \$ 2,903           |                     |   |
| COLA                                     | 0.8%     | \$ 616            | \$ 616              | \$ 616         | \$ 616             |                     |   |
| CHRISTMAS BONUS                          |          | \$ 225            | \$ 666              | \$ 666         | \$ 666             |                     |   |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          |                   |                     |                |                    |                     |   |
|                                          |          | \$ 120,524        | \$ 101,804          | \$ 101,804     | \$ 101,804         |                     |   |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                |                    |                     |   |
| GROUP INSURANCE                          |          | 7,340             | 13,652              | 13,652         | 13,652             |                     |   |
| FICA & MEDICARE                          | 7.65%    | 6,528             | 7,788               | 7,788          | 7,788              |                     |   |
| UNEMPLOYMENT                             | \$217.00 | 604               | 632                 | 632            | 632                |                     |   |
| AGERS RETIREMENT                         | 7.58%    | 6,272             | 6,393               | 6,393          | 6,393              |                     |   |
| 401K RETIREMENT                          | 1.50%    | 690               | 1,222               | 1,222          | 1,222              |                     |   |
| WORKERS COMPENSATION                     |          | 1,488             | 2,150               | 2,150          | 2,150              |                     |   |
| <b>TOTAL FRINGE BENEFIT COSTS</b>        |          | <b>22,922</b>     | <b>31,836</b>       | <b>31,836</b>  | <b>31,836</b>      |                     |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          |                   |                     |                |                    |                     |   |
|                                          |          | <b>143,446</b>    | <b>133,641</b>      | <b>133,641</b> | <b>133,641</b>     |                     |   |

Two Community Resource Assistants will be eliminated to create the new full time Community Resource Center Assistant.



**TOWN OF OAK ISLAND  
REVENUES WATER FUND (30)  
FY 2017 - 2018**

| Account Number          | Description                        | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 16 - 17 | Manager<br>Recommendations | Council<br>Approved |
|-------------------------|------------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| 30-300-1500             | INTEREST EARNED                    | 187                                | 0                            | 0                                    | 0                               | 0                              | 0                          | 0                   |
| 30-300-1600             | PENALTIES / LATE FEES              | 48,122                             | 40,000                       | 47,045                               | 45,000                          | 40,000                         | 40,000                     | 40,000              |
| 30-300-4730             | TOWER LEASE - US CELLULAR          | 12,500                             | 13,000                       | 16,899                               | 13,000                          | 19,765                         | 19,765                     | 19,765              |
| 30-300-4731             | TOWER LEASE - AT&T                 | 55,000                             | 49,000                       | 66,908                               | 62,148                          | 65,904                         | 65,904                     | 65,904              |
| 30-300-4732             | TOWER LEASE - T MOBILE             | 30,000                             | 30,000                       | 34,515                               | 35,000                          | 37,652                         | 37,652                     | 37,652              |
| 30-300-4733             | TOWER LEASE - SPRINT               | 15,000                             | 15,000                       | 14,953                               | 15,000                          | 16,298                         | 16,298                     | 16,298              |
| 30-300-4734             | TOWER LEASE - VERIZON              | 95,000                             | 100,500                      | 140,810                              | 140,400                         | 140,400                        | 140,400                    | 140,400             |
| 30-300-4735             | TOWER LEASE - ATLANTIC SEAWINDS    | 25,000                             | 25,000                       | 22,897                               | 25,000                          | 23,046                         | 23,046                     | 23,046              |
| 30-300-5110             | WATER UTILITY REVENUE              | 4,278,380                          | 3,297,552                    | 3,835,410                            | 3,900,000                       | 3,347,015                      | 3,347,015                  | 3,347,015           |
| 30-300-5120             | WATER INFRASTRUCTURE REIMBURSEMENT | 108,128                            | 63,000                       | 132,604                              | 63,000                          | 63,000                         | 63,000                     | 63,000              |
| 30-300-5130             | WATER TAPS FEES                    | 183,158                            | 60,000                       | 237,046                              | 60,000                          | 60,000                         | 60,000                     | 60,000              |
| 30-300-5140             | RECONNECTION FEES                  | 87,471                             | 55,000                       | 114,700                              | 105,000                         | 55,000                         | 55,000                     | 55,000              |
| 30-300-8100             | MISCELLANEOUS REVENUE              | 20,178                             | 7,500                        | 4,829                                | 7,500                           | 7,500                          | 7,500                      | 7,500               |
| 30-300-9800             | APPROPRIATED FUND BALANCE          |                                    | 5,000                        | 0                                    | 0                               | 2,500,000                      | 2,500,000                  | 2,500,000           |
| <b>TOTAL WATER FUND</b> |                                    | <b>4,958,105</b>                   | <b>3,760,552</b>             | <b>4,668,616</b>                     | <b>4,471,048</b>                | <b>6,375,581</b>               | <b>6,375,581</b>           | <b>6,375,581</b>    |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WATER ADMINISTRATION (30-720)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                             | DESCRIPTION                  | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 2017 - 2018 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|-----------------------------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|------------------------------------|-----------------------|---------------------|
| <b>PUBLIC SERVICES - UTILITIES WATER FUND</b> |                              |                                       |                                 |                                       |                                    |                                    |                       |                     |
| 30-720-0220                                   | SALARIES & WAGES - FULL TIME | 67,612                                | 104,820                         | 68,731                                | 104,820                            | 78,610                             | 78,610                | 78,610              |
| 30-720-0240                                   | SALARIES & WAGES - OVERTIME  | 170                                   | 0                               | 673                                   | 200                                | -                                  | -                     | -                   |
| 30-720-0300                                   | FICA EXPENSE                 | 4,838                                 | 8,019                           | 4,895                                 | 8,019                              | 6,014                              | 6,014                 | 6,014               |
| 30-720-0410                                   | GROUP INSURANCE              | 14,906                                | 19,864                          | 13,673                                | 19,864                             | 12,241                             | 12,241                | 12,241              |
| 30-720-0510                                   | LGERS RETIREMENT             | 4,578                                 | 7,395                           | 5,069                                 | 7,395                              | 5,924                              | 5,924                 | 5,924               |
| 30-720-0520                                   | 401K SUPP. RETIREMENT        | 607                                   | 1,509                           | 989                                   | 1,509                              | 1,172                              | 1,172                 | 1,172               |
| 30-720-0700                                   | UNEMPLOYMENT                 | 407                                   | 651                             | 0                                     | 651                                | 434                                | 434                   | 434                 |
| 30-720-0800                                   | WORKERS COMPENSATION         | 0                                     | 2,212                           | 2,186                                 | 2,212                              | 3,196                              | 3,196                 | 3,196               |
| 30-720-2100                                   | DEPARTMENTAL SUPPLIES        | 328                                   | 2,500                           | 1,611                                 | 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    | 0                                     | 800                             | 0                                     | 800                                | 800                                | 800                   | 800                 |
| 30-720-4300                                   | TELEPHONE & POSTAGE          | 914                                   | 2,000                           | 458                                   | 500                                | 2,000                              | 2,000                 | 2,000               |
| 30-720-6100                                   | CONTRACTED SERVICES          | 57,137                                | 50,000                          | 51,284                                | 50,000                             | 50,000                             | 50,000                | 50,000              |
| 30-720-6510                                   | COST OF WATER/COUNTY         | 868,654                               | 875,000                         | 714,911                               | 875,000                            | 890,000                            | 890,000               | 890,000             |
| 30-720-9100                                   | EXPENDABLE EQUIPMENT         | 0                                     | -                               | 0                                     | -                                  | -                                  | -                     | -                   |
| 30-720-9631                                   | TRANSFER TO WASTEWATER       | 0                                     | 1,636,570                       | 0                                     | 1,636,570                          | 1,745,808                          | 1,745,808             | 1,745,808           |
| 30-720-9700                                   | RESERVE FOF FUND BALANCE     | 0                                     | 23,386                          | 0                                     | 23,386                             | 125,144                            | 125,144               | 125,144             |
| 30-720                                        | DEPARTMENT TOTAL             | 1,020,150                             | 2,734,926                       | 864,480                               | 2,733,626                          | 2,924,043                          | 2,924,043             | 2,924,043           |

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - WATER ADMINISTRATION (30-720)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                                |         |                    |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------|
| 2100 | <b><u>DEPARTMENTAL SUPPLIES</u></b><br>Budget request based on historical costs for office supplies including paper, water bills, and printer cartridges.                                                      | TOTAL = | <b>\$2,500</b>     |
| 3600 | <b><u>STAFF DEVELOPMENT</u></b><br>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 = | <b>\$200</b>       |
| 4120 | <b><u>MAINTENANCE &amp; REPAIR EQUIPMENT</u></b><br>Budget request based on historical repair costs to computer equipment, printers, and hand-helds.                                                           | TOTAL = | <b>\$800</b>       |
| 4300 | <b><u>TELEPHONE &amp; POSTAGE</u></b><br>Office telephone service and postage for additional mailings                                                                                                          | TOTAL = | <b>\$2,000</b>     |
| 6100 | <b><u>CONTRACTED SERVICES</u></b><br>Bill printing, background checks for accounts and copier lease services                                                                                                   | TOTAL = | <b>\$50,000</b>    |
| 6510 | <b><u>COST OF WATER/COUNTY</u></b><br>Purchase of water from County for re-sale to customers.                                                                                                                  | TOTAL = | <b>\$890,000</b>   |
| 9631 | <b><u>TRANSFER TO WASTEWATER</u></b><br>Transfer of Funds to Wastewater to supplement operations                                                                                                               | TOTAL = | <b>\$1,745,808</b> |
| 9700 | <b><u>RESERVE FOR FUND BALANCE</u></b><br>Funds to be utilized for the purchase of water capital items in future periods                                                                                       | TOTAL = | <b>\$125,144</b>   |
|      |                                                                                                                                                                                                                | TOTAL = | <b>\$2,816,452</b> |

-65-

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



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WATER ADMINISTRATION (30-720)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                     | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | #       |
|------------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|---------|
| <b>TOTAL BASE SALARIES</b>               |          | \$ 74,922         | \$ 74,922           | \$ 74,922         | \$ 74,922          | \$ 12,241           | 2       |
| AVERAGE MERIT                            |          | 3.57%             | \$ 2,675            | \$ 2,671          | \$ 2,671           | \$ 2,671            | 2,671   |
| COLA                                     |          | 0.8%              | \$                  | \$ 567            | \$ 567             | \$ 567              | 567     |
| CHRISTMAS PAY                            |          | \$225             | \$ 450              | \$ 450            | \$ 450             | \$ 450              | 450     |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          | \$ 78,046         | \$ 78,610           | \$ 78,610         | \$ 78,610          | \$ 78,610           | 78,610  |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                   |                    |                     |         |
| GROUP INSURANCE                          |          | \$ 19,864         | \$ 12,241           | \$ 12,241         | \$ 12,241          | \$ 12,241           | 12,241  |
| FICA & MEDICARE                          |          | \$ 8,019          | \$ 6,014            | \$ 6,014          | \$ 6,014           | \$ 6,014            | 6,014   |
| UNEMPLOYMENT (1st \$21 \$                |          | \$ 651            | \$ 434              | \$ 434            | \$ 434             | \$ 434              | 434     |
| WORKERS COMPENSATION                     |          | \$ 2,212          | \$ 3,196            | \$ 3,196          | \$ 3,196           | \$ 3,196            | 3,196   |
| LGERS RETIREMENT                         |          | \$ 7,395          | \$ 5,924            | \$ 5,924          | \$ 5,924           | \$ 5,924            | 5,924   |
| 401K RETIREMENT                          |          | \$ 1,509          | \$ 1,172            | \$ 1,172          | \$ 1,172           | \$ 1,172            | 1,172   |
| <b>TOTAL FRINGE BENEFIT COSTS</b>        |          | \$ 39,649         | \$ 28,982           | \$ 28,982         | \$ 28,982          | \$ 28,982           | 28,982  |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          | \$ 117,696        | \$ 107,591          | \$ 107,591        | \$ 107,591         | \$ 107,591          | 107,591 |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WATER MAINTENANCE (30-814)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER                                       | DESCRIPTION                  | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 2017 - 2018 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|------------------------------------------------------|------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|------------------------------------|-----------------------|---------------------|
| <b>PUBLIC SERVICES - UTILITIES WATER MAINTENANCE</b> |                              |                                    |                              |                                    |                                    |                                    |                       |                     |
| 30-814-0220                                          | SALARIES & WAGES -FULL TIME  | 313,865                            | 265,685                      | 314,409                            | 300,000                            | 242,266                            | 242,266               | 242,266             |
| 30-814-0230                                          | SALARIES & WAGES - PART TIME | 0                                  | 40,685                       | 0                                  | 0                                  | 38,938                             | 38,938                | 38,938              |
| 30-814-0240                                          | SALARIES & WAGES -OVER TIME  | 53,986                             | 45,000                       | 65,731                             | 55,000                             | 45,000                             | 45,000                | 45,000              |
| 30-814-0250                                          | CELL PHONE ALLOWANCE         | 1,000                              | 2,400                        | 1,600                              | 2,400                              | 2,400                              | 2,400                 | 2,400               |
| 30-814-0300                                          | FICA EXPENSE                 | 27,606                             | 27,063                       | 28,582                             | 27,063                             | 25,138                             | 25,138                | 25,138              |
| 30-814-0410                                          | GROUP INSURANCE              | 40,673                             | 39,637                       | 36,534                             | 39,637                             | 39,612                             | 39,612                | 39,612              |
| 30-814-0510                                          | LGERS RETIREMENT             | 21,187                             | 23,012                       | 23,769                             | 23,012                             | 21,957                             | 21,957                | 21,957              |
| 30-814-0520                                          | 401K SUPP. RETIREMENT        | 3,305                              | 4,696                        | 4,027                              | 4,696                              | 4,345                              | 4,345                 | 4,345               |
| 30-814-0700                                          | UNEMPLOYMENT                 | 1,833                              | 2,170                        | 0                                  | 2,170                              | 1,953                              | 1,953                 | 1,953               |
| 30-814-0800                                          | WORKERS COMPENSATION         | 0                                  | 7,079                        | 6,998                              | 7,079                              | 10,229                             | 10,229                | 10,229              |
| 30-814-2100                                          | DEPARTMENTAL SUPPLIES        | 596                                | 1,000                        | 262                                | 1,000                              | 1,000                              | 1,000                 | 1,000               |
| 30-814-2101                                          | TAP INSTALLATION             | 216,514                            | 275,000                      | 225,710                            | 275,000                            | 270,000                            | 270,000               | 270,000             |
| 30-814-2300                                          | VEHICLE SUPPLIES             | 13,236                             | 25,000                       | 18,054                             | 25,000                             | 25,000                             | 25,000                | 25,000              |
| 30-814-3100                                          | PROFESSIONAL SERVICES        | 583                                | 2,000                        | 0                                  | 2,000                              | 2,000                              | 2,000                 | 2,000               |
| 30-814-3101                                          | PROF SVCS-LAB TESTING        | 16,330                             | 15,000                       | 13,235                             | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 30-814-3300                                          | DUES & SUBSCRIPTIONS         | 3,685                              | 3,500                        | 3,930                              | 4,000                              | 4,000                              | 4,000                 | 4,000               |
| 30-814-3600                                          | STAFF DEVELOPMENT            | 3,387                              | 4,000                        | 4,782                              | 4,000                              | 5,000                              | 5,000                 | 5,000               |
| 30-814-3710                                          | UNIFORMS                     | 649                                | 6,200                        | 1,392                              | 6,200                              | 6,200                              | 6,200                 | 6,200               |
| 30-814-3720                                          | OSHA COMPLIANCE ITEMS        | 1,360                              | 2,000                        | 1,627                              | 2,000                              | 2,000                              | 2,000                 | 2,000               |
| 30-814-4110                                          | REPAIR & MAINT-FACILITIES    | 9,938                              | 15,000                       | 389                                | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 30-814-4120                                          | MAINT. & REPAIR EQUIPMENT    | 8,489                              | 15,000                       | 5,559                              | 15,000                             | 15,000                             | 15,000                | 15,000              |
| 30-814-4130                                          | MAINT. & REPAIR VEHICLES     | 5,495                              | 6,000                        | 5,490                              | 6,000                              | 6,000                              | 6,000                 | 6,000               |
| 30-814-4300                                          | TELEPHONE & POSTAGE          | 3,858                              | 5,500                        | 3,421                              | 5,000                              | 5,500                              | 5,500                 | 5,500               |
| 30-814-4400                                          | UTILITIES                    | 5,537                              | 6,500                        | 6,427                              | 6,500                              | 6,500                              | 6,500                 | 6,500               |
| 30-814-5401                                          | CAPITAL OUTLAY               | 98,804                             | 45,000                       | 40,916                             | 36,000                             | 2,500,000                          | 2,500,000             | 2,500,000           |
| 30-814-6100                                          | CONTRACTED SERVICES          | 103,711                            | 140,000                      | 92,321                             | 140,000                            | 140,000                            | 140,000               | 140,000             |
| 30-814-9100                                          | EXPENDABLE EQUIPMENT         |                                    | 1,500                        | 923                                | 1,500                              | 1,500                              | 1,500                 | 1,500               |
| <b>30-814 DEPARTMENT TOTAL</b>                       |                              | <b>955,626</b>                     | <b>1,025,627</b>             | <b>906,086</b>                     | <b>1,020,257</b>                   | <b>3,451,538</b>                   | <b>3,451,538</b>      | <b>3,451,538</b>    |

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - WATER MAINTENANCE (30-814)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                            |         |             |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| 2100 | <b><u>DEPARTMENTAL SUPPLIES</u></b>                                                                                                                                                                                                                        |         |             |
|      | Miscellaneous supplies for the offices based on past experience, computers, printers, plus added supplies for maintaining maps, GIS, establishing written specs, procedures and information packages for public information and education. Paper products. | TOTAL = | \$1,000     |
| 2101 | <b><u>TAPS/MAINTENANCE WATER SYSTEM</u></b>                                                                                                                                                                                                                |         |             |
|      | 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 = | \$270,000   |
| 2300 | <b><u>VEHICLE SUPPLIES</u></b>                                                                                                                                                                                                                             |         |             |
|      | Fuel, oil, etc. estimated per past experience.                                                                                                                                                                                                             | TOTAL = | \$25,000    |
| 3100 | <b><u>PROFESSIONAL SERVICES</u></b>                                                                                                                                                                                                                        |         |             |
|      | Estimated funds required for professional assistance in developing resources for Public Utilities.                                                                                                                                                         | TOTAL = | \$2,000     |
| 3101 | <b><u>PROFESSIONAL SERVICES - LAB TESTING</u></b>                                                                                                                                                                                                          |         |             |
|      | For monthly and quarterly State mandated testing for wells and distribution system.                                                                                                                                                                        | TOTAL = | \$15,000    |
| 3300 | <b><u>DUES &amp; SUBSCRIPTIONS</u></b>                                                                                                                                                                                                                     |         |             |
|      | Estimated for professional dues, mandated state certification renewal, books, subscriptions and other materials.                                                                                                                                           | TOTAL = | \$4,000     |
| 3600 | <b><u>STAFF DEVELOPMENT</u></b>                                                                                                                                                                                                                            |         |             |
|      | Estimated per past experience plus additional training to maintain State mandated certifications. Required 6 Continuing Education Hours/employee with certifications.                                                                                      | TOTAL = | \$5,000     |
| 3710 | <b><u>UNIFORMS</u></b>                                                                                                                                                                                                                                     |         |             |
|      | For Water Division (10 employees) \$620 per employee for steel-toe boots, shirts, pants, hats, rain gear.                                                                                                                                                  | TOTAL = | \$6,200     |
| 3720 | <b><u>OSHA COMPLIANCE ITEMS</u></b>                                                                                                                                                                                                                        |         |             |
|      | Estimated per past experience. Having inventory of confined space equipment devices and sensors.                                                                                                                                                           | TOTAL = | \$2,000     |
| 4110 | <b><u>REPAIR &amp; MAINT-BLDG &amp; GROUNDS</u></b>                                                                                                                                                                                                        |         |             |
|      | Repair to well house structures and around water tanks.                                                                                                                                                                                                    | TOTAL = | \$15,000    |
| 4120 | <b><u>MAINTENANCE &amp; REPAIR EQUIPMENT</u></b>                                                                                                                                                                                                           |         |             |
|      | 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 | <b><u>MAINTENANCE &amp; REPAIR VEHICLES</u></b>                                                                                                                                                                                                            |         |             |
|      | Anticipated Repairs to Vehicles                                                                                                                                                                                                                            | TOTAL = | \$6,000     |
| 4300 | <b><u>TELEPHONE &amp; POSTAGE</u></b>                                                                                                                                                                                                                      |         |             |
|      | Estimated per past experience for educational and annual mailings of CCR reports.                                                                                                                                                                          | TOTAL = | \$5,500     |
| 4400 | <b><u>UTILITIES</u></b>                                                                                                                                                                                                                                    |         |             |
|      | Based on review of current year invoices                                                                                                                                                                                                                   | TOTAL = | \$6,500     |
| 5401 | <b><u>CAPITAL OUTLAY</u></b>                                                                                                                                                                                                                               |         |             |
|      | Replace and install Electronic Meters throughout town                                                                                                                                                                                                      | TOTAL = | \$2,500,000 |
| 5401 | <b><u>CONTRACTED SERVICES</u></b>                                                                                                                                                                                                                          |         |             |
|      | Based on present contracts for water tank maintenance/ painting and Sensus handheld devices used for meter reading                                                                                                                                         | TOTAL = | \$140,000   |
| 5401 | <b><u>EXPENDABLE EQUIPMENT</u></b>                                                                                                                                                                                                                         |         |             |
|      | Small Value Equipment costing less than \$5,000 with a useful life of more than one year                                                                                                                                                                   | TOTAL = | \$1,500     |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WATER MAINTENANCE (30-814)**  
**DEPARTMENT SUMMARY**  
**FY 2017 - 2018**

| <u>EXPENDITURES</u>         | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> | <u>POSITIONS</u>                                 |
|-----------------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|--------------------------------------------------|
| Salaries/Benefits           | 463,455                            | 457,427                            | 431,838                                                | -5.59%                                        | 431,838                                               | -5.59%                                       | <u>Full Time</u><br>Water Superintendent (NEW) 1 |
| Operating Expenses          | 393,366                            | 523,200                            | 519,700                                                | -0.67%                                        | 519,700                                               | -0.67%                                       | Crew Leader 1                                    |
| Capital Outlay / Improvment | 98,804                             | 45,000                             | 2,500,000                                              | 100.00%                                       | 2,500,000                                             | 100.00%                                      | Utility Maint. Mechanic - Full Time 5            |
|                             | 0                                  | 0                                  | 0                                                      |                                               | 0                                                     |                                              |                                                  |
| <b>TOTAL</b>                | <b>955,626</b>                     | <b>1,025,627</b>                   | <b>3,451,538</b>                                       | <b>236.53%</b>                                | <b>3,451,538</b>                                      | <b>236.53%</b>                               | <u>Part Time</u><br>Meter Reader - Part Time 3   |
|                             |                                    |                                    |                                                        |                                               |                                                       |                                              | <b>TOTAL</b><br>10                               |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WATER MAINTENANCE (30-814)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                  | POSITION | Current<br>Salary | Requested<br>Salary | Adopted Salary | Approved<br>Salary | Annual<br>Insurance | # |
|---------------------------------------|----------|-------------------|---------------------|----------------|--------------------|---------------------|---|
| SUBTOTAL SALARIES-FULLTIME            |          |                   |                     |                |                    |                     |   |
|                                       |          | \$ 235,394        | \$ 230,342          | \$ 230,342     | \$ 230,342         | \$ 39,612           | 6 |
| SUBTOTAL SALARIES-TEMPORARY PART-TIME |          |                   |                     |                |                    |                     |   |
|                                       |          | \$ 38,938         | \$ 38,938           | \$ 38,938      | \$ 38,938          | \$ -                | 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          | \$ 8,212            | \$ 8,212       | \$ 8,212           |                     |   |
| COLA                                  | 0.8%     | \$ -              | \$ 2,038            | \$ 2,038       | \$ 2,038           |                     |   |
| CHRISTMAS BONUS                       |          | \$ 2,016          | \$ 1,674            | \$ 1,674       | \$ 1,674           |                     |   |
| TOTAL ALL SALARIES & OVERTIME         |          | \$ 332,104        | \$ 328,604          | \$ 328,604     | \$ 328,604         |                     |   |
| FRINGE BENEFIT COSTS                  |          |                   |                     |                |                    |                     |   |
| GROUP INSURANCE                       |          | \$ 48,626         | \$ 39,612           | \$ 39,612      | \$ 39,612          |                     |   |
| FICA & MEDICARE                       | 7.65%    | \$ 27,063         | \$ 25,138           | \$ 25,138      | \$ 25,138          |                     |   |
| UNEMPLOYMENT                          | \$217    | \$ 2,170          | \$ 1,953            | \$ 1,953       | \$ 1,953           |                     |   |
| WORKERS COMPENSATION                  |          | \$ 7,079          | \$ 10,229           | \$ 10,229      | \$ 10,229          |                     |   |
| AGERS GOVERNMENT F                    | 7.58%    | \$ 23,012         | \$ 21,957           | \$ 21,957      | \$ 21,957          |                     |   |
| 401K RETIREMENT                       | 1.50%    | \$ 4,696          | \$ 4,345            | \$ 4,345       | \$ 4,345           |                     |   |
| TOTAL FRINGE BENEFIT COSTS            |          | \$ 112,646        | \$ 103,234          | \$ 103,234     | \$ 103,234         |                     |   |
| GRAND TOTAL PERSONNEL BUDGET          |          |                   |                     |                |                    |                     |   |
|                                       |          | \$ 444,750        | \$ 431,838          | \$ 431,838     | \$ 431,838         |                     |   |

**TOWN OF OAK ISLAND  
REVENUES WASTEWATER FUND (31)  
FY 2017 - 2018**

| Account Number               | Description                   | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommendations | Council<br>Approved |
|------------------------------|-------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| 31-300-5210                  | SEWER UTILITY REVENUE         | 9,305,434                          | 8,251,374                    | 8,285,239                            | 8,251,374                       | 8,375,145                      | 8,375,145                  | 8,375,145           |
| 31-300-5220                  | INFRASTRUCTURE REIMBURSEMENT  | 133,100                            | 40,000                       | 342,809                              | 250,000                         | 40,000                         | 40,000                     | 40,000              |
| 31-300-5230                  | TAP FEES / NEW SERVICE        | 181,436                            | 85,000                       | 347,784                              | 250,000                         | 85,000                         | 85,000                     | 85,000              |
| 31-300-5250                  | SEWER REVENUE - CASWELL BEACH | 333,478                            | 318,000                      | 222,493                              | 250,000                         | 318,000                        | 318,000                    | 318,000             |
| 31-300-6100                  | SEWER ASSESSMENT REVENUE      | 2,813,145                          | 1,200,000                    | 1,632,816                            | 1,200,000                       | 1,200,000                      | 1,200,000                  | 1,200,000           |
| 31-300-6150                  | INTEREST - SEWER ASSESSMENT   | 656,513                            | 300,000                      | 329,935                              | 300,000                         | 300,000                        | 300,000                    | 300,000             |
| 31-300-8420                  | SALE OF MATERIALS             | 382                                | 0                            | 0                                    | 0                               | 0                              | 0                          | 0                   |
| 31-300-8942                  | BOND REFUNDING PROCEEDS       | 0                                  | 175,755                      | 175,755                              | 0                               | 0                              | 0                          | 0                   |
| 31-300-8946                  | TRANSFER FROM WATER FUND      | 0                                  | 1,636,570                    | 0                                    | 1,636,570                       | 1,745,808                      | 1,745,808                  | 1,745,808           |
| 31-300-9739                  | TRANSFER FROM SDF FUND        | 2,270,232                          | 2,301,239                    | 2,410,723                            | 2,301,239                       | 2,158,161                      | 2,158,161                  | 2,158,161           |
| 31-300-9772                  | TRANSFER FROM CAPITAL RESERVE | 0                                  | 117,000                      | 117,000                              | 117,000                         | 0                              | 0                          | 0                   |
| 31-300-9800                  | APPROPRIATED FUND BALANCE     | 0                                  | 1,012,482                    | 0                                    | 228,610                         | 0                              | 0                          | 0                   |
| <b>TOTAL WASTEWATER FUND</b> |                               | <b>15,693,721</b>                  | <b>15,437,420</b>            | <b>13,864,553</b>                    | <b>14,784,793</b>               | <b>14,222,114</b>              | <b>14,222,114</b>          | <b>14,222,114</b>   |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER                                                 | DESCRIPTION                 | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT BUDGET<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------------------------------------------------------|-----------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|--------------------------------------|-----------------------|---------------------|
| <b>PUBLIC SERVICES - UTILITIES WASTEWATER FUND (TREATMENT)</b> |                             |                                    |                              |                                    |                                    |                                      |                       |                     |
| 31-820-0220                                                    | SALARIES-WASTEWATER         | 328,591                            | 272,070                      | 278,034                            | 313,034                            | 234,310                              | 234,310               | 234,310             |
| 31-820-0240                                                    | OVERTIME - WASTEWATER       | 34,243                             | 15,000                       | 33,908                             | 35,000                             | 20,000                               | 20,000                | 20,000              |
| 31-820-0250                                                    | CELL PHONE ALLOWANCE        | 1,000                              | 1,800                        | 2,250                              | 2,450                              | 1,800                                | 1,800                 | 1,800               |
| 31-820-0300                                                    | FICA EXPENSE                | 26,913                             | 22,099                       | 23,456                             | 26,800                             | 19,592                               | 19,592                | 19,592              |
| 31-820-0410                                                    | GROUP INSURANCE             | 56,568                             | 44,555                       | 43,233                             | 48,200                             | 38,603                               | 38,603                | 38,603              |
| 31-820-0500                                                    | RETIREE INSURANCE           | 0                                  | 0                            | 15,006                             | 15,100                             | 23,003                               | 23,003                | 23,003              |
| 31-820-0510                                                    | LGERS RETIREMENT            | 24,338                             | 21,232                       | 22,816                             | 231,086                            | 16,927                               | 16,927                | 16,927              |
| 31-820-0520                                                    | 401K SUPP RETIREMENT        | 4,482                              | 4,333                        | 7,842                              | 8,892                              | 3,350                                | 3,350                 | 3,350               |
| 31-820-0700                                                    | UNEMPLOYMENT                | 1,222                              | 1,519                        | 0                                  | 1,519                              | 1,302                                | 1,302                 | 1,302               |
| 31-820-0800                                                    | WORKERS COMPENSATION        | 118                                | 2,394                        | 3,307                              | 3,553                              | 3,460                                | 3,460                 | 3,460               |
| 31-820-2100                                                    | DEPARTMENT SUPPLIES         | 5,734                              | 1,500                        | 704                                | 804                                | 1,500                                | 1,500                 | 1,500               |
| 31-820-2101                                                    | CHEMICALS                   | 15,028                             | 22,000                       | 15,902                             | 18,000                             | 22,000                               | 22,000                | 22,000              |
| 31-820-2102                                                    | CERTIFIED LAB EQUIPMENT     | 785                                | 5,000                        | 3,312                              | 4,112                              | 8,000                                | 8,000                 | 8,000               |
| 31-820-2300                                                    | VEHICLE SUPPLIES            | 5,768                              | 9,000                        | 5,018                              | 5,651                              | 9,000                                | 9,000                 | 9,000               |
| 31-820-2600                                                    | GROUNDKEEPING SUPPLIES      | 22,631                             | 20,000                       | 9,599                              | 9,790                              | 20,000                               | 20,000                | 20,000              |
| 31-820-3100                                                    | PROFESSIONAL SERVICES       | 610                                | 176,755                      | 152,882                            | 152,882                            | 2,000                                | 2,000                 | 2,000               |
| 31-820-3101                                                    | PROF SVCS-LAB TESTING       | 4,710                              | 13,000                       | 14,320                             | 14,465                             | 13,000                               | 13,000                | 13,000              |
| 31-820-3300                                                    | DUES & SUBSCRIPTIONS        | 3,448                              | 4,500                        | 3,530                              | 3,530                              | 4,500                                | 4,500                 | 4,500               |
| 31-820-3600                                                    | STAFF DEVELOPMENT           | 2,467                              | 4,000                        | 2,224                              | 2,225                              | 4,000                                | 4,000                 | 4,000               |
| 31-820-3710                                                    | UNIFORMS                    | 1,664                              | 3,720                        | 816                                | 976                                | 3,720                                | 3,720                 | 3,720               |
| 31-820-3720                                                    | OSHA COMPLIANCE ITEMS       | 754                                | 1,000                        | 672                                | 672                                | 2,000                                | 2,000                 | 2,000               |
| 31-820-4110                                                    | MAINT & REPAIR EQUIPMENT    | 49,828                             | 45,000                       | 39,977                             | 43,303                             | 45,000                               | 45,000                | 45,000              |
| 31-820-4115                                                    | MAINT & REPAIR FACILITIES   | 12,781                             | 8,000                        | 2,087                              | 3,737                              | 8,000                                | 8,000                 | 8,000               |
| 31-820-4120                                                    | REPAIR & MAINT PLANT        | 43,785                             | 45,000                       | 40,456                             | 42,000                             | 50,000                               | 50,000                | 50,000              |
| 31-820-4130                                                    | MAINT & REPAIR AUTOS        | 1,177                              | 3,250                        | 1,876                              | 2,000                              | 3,250                                | 3,250                 | 3,250               |
| 31-820-4300                                                    | TELEPHONE & POSTAGE         | 4,026                              | 8,000                        | 3,748                              | 4,143                              | 8,000                                | 8,000                 | 8,000               |
| 31-820-4400                                                    | UTILITIES                   | 57,693                             | 58,000                       | 59,393                             | 65,183                             | 65,000                               | 65,000                | 65,000              |
| 31-820-5440                                                    | SEWER TREATMENT COST        | 2,872,436                          | 2,868,509                    | 2,868,510                          | 2,868,509                          | 2,866,718                            | 2,866,718             | 2,866,718           |
| 31-820-5445                                                    | CAPITAL OUTLAY              | 0                                  | 132,000                      | 123,726                            | 123,726                            | 10,000                               | 10,000                | 10,000              |
| 31-820-6100                                                    | CONTRACTED SERVICES         | 5,965                              | 12,000                       | 13,304                             | 13,634                             | 12,000                               | 12,000                | 12,000              |
| 31-820-6101                                                    | CONT SVC-SLUDGE REMOVAL     | 33,990                             | 45,000                       | 25,330                             | 36,000                             | 50,000                               | 50,000                | 50,000              |
| 31-820-6520                                                    | SEWER TREATMENT-COUNTY O&M  | 100,649                            | 525,000                      | 311,156                            | 333,656                            | 525,000                              | 525,000               | 525,000             |
| 31-820-7110                                                    | DEBT SERVICE-PRINCIPAL      | 104,201                            | 109,275                      | 109,275                            | 109,275                            | -                                    | -                     | -                   |
| 31-820-7120                                                    | INTEREST PAYMENTS           | 10,396                             | 5,322                        | 5,422                              | 5,422                              | -                                    | -                     | -                   |
| 31-820-9100                                                    | EXPENDABLE EQUIPMENT        | 165                                | 1,000                        | 238                                | 238                                | 2,000                                | 2,000                 | 2,000               |
| 31-820-9572                                                    | TRANSFER TO CAPITAL RESERVE | 76,249                             | 323,751                      | 323,751                            | 323,751                            | 70,417                               | 70,417                | 70,417              |
| 31-820-9700                                                    | APPROPRIATED FUND BALANCE   | -                                  | 471,872                      | -                                  | -                                  | -                                    | -                     | -                   |
| <b>31-820</b>                                                  | <b>DEPARTMENT TOTAL</b>     | <b>3,914,416</b>                   | <b>5,306,456</b>             | <b>4,567,079</b>                   | <b>4,873,319</b>                   | <b>4,167,452</b>                     | <b>4,167,452</b>      | <b>4,167,452</b>    |



**TOWN OF OAK ISLAND  
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |          |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------|
| 2100 | <b><u>DEPARTMENT SUPPLIES</u></b><br>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 | <b><u>CHEMICALS</u></b><br>Estimated per past experience, consumption and additional flows that are forthcoming.                                                                                                                                                                                                                                                                                                                 | TOTAL = | \$22,000 |
| 2102 | <b><u>LAB EQUIPMENT/SUPPLIES</u></b><br>Estimated per past experience to provide the required testing for on-site monitoring as mandated in our NPDES permit. Test performed are cl2, ph, DO, imhoff cone and ammonia, will start to perform COD, TSS and MLSS sampling this year County had been providing some of this for us but we need quicker results for operation of plant.                                              | TOTAL = | \$8,000  |
| 2300 | <b><u>AUTO SUPPLIES</u></b><br>Fuel, diesel, oil, etc. estimated per past experience. Also for SWRF and Fish Factory generators.                                                                                                                                                                                                                                                                                                 | TOTAL = | \$9,000  |
| 2600 | <b><u>SUPPLIES -BUILDINGS &amp; GROUNDS</u></b><br>Estimated per past experience to upkeep 30 acres at Bill Smith Park for irrigation systems, also planting of cover crops on same as mandated in our NPDES permit. Applying lime, pesticides and fertilizers to grassed areas. Keeping up ball fields, chain link fencing, clay, mulch, tress, shrub, signs,etc.                                                               | TOTAL = | \$20,000 |
| 3100 | <b><u>PROFESSIONAL SERVICES</u></b><br>Estimated funds required for professional assistance with studies of capacities, plant modifications, permit modifications, bar screening and GIS updates.                                                                                                                                                                                                                                | TOTAL = | \$2,000  |
| 3101 | <b><u>PROFESSIONAL SERVICES - LAB TESTING</u></b><br><br>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 = | \$13,000 |
| 3300 | <b><u>DUES &amp; SUBSCRIPTIONS</u></b><br>Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials and three (3) Permit renewals.                                                                                                                                                                                                                                        | TOTAL = | \$4,500  |
| 3600 | <b><u>STAFF DEVELOPMENT</u></b><br>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 | <b><u>UNIFORMS</u></b><br>Under new contract with UniFirst (Cost of \$620 per employee for six employees)                                                                                                                                                                                                                                                                                                                        | TOTAL = | \$3,720  |
| 3720 | <b><u>OSHA COMPLIANCE ITEMS</u></b><br>Estimated per past experience. Inventory of items for confined space equipment and devices. Also includes new gas monitoring                                                                                                                                                                                                                                                              | TOTAL = | \$2,000  |
| 4110 | <b><u>REPAIR &amp; MAINTENANCE EQUIPMENT</u></b><br>Based on review of current year invoices and historical data                                                                                                                                                                                                                                                                                                                 | TOTAL = | \$45,000 |
| 4115 | <b><u>MAINTENANCE &amp; REPAIRS - FACILITIES</u></b><br>Estimated per past experience to cover repairs and maintenance of blowers, pumps, valves, timers, relays and other electrical equipment for both facilities.                                                                                                                                                                                                             | TOTAL = | \$8,000  |
| 4120 | <b><u>MAINTENANCE &amp; REPAIR EQUIPMENT</u></b><br>Estimated per past experience to cover repairs and maintenance of blowers, pumps, valves, timers, relays and other electrical equipment for both facilities. Expenses are increasing as the plant ages                                                                                                                                                                       | TOTAL = | \$50,000 |
| 4130 | <b><u>MAINTENANCE &amp; REPAIR AUTOS</u></b><br>Estimated per past experience. Also for basic items on facility generators.                                                                                                                                                                                                                                                                                                      | TOTAL = | \$3,250  |
| 4300 | <b><u>TELEPHONE &amp; POSTAGE</u></b><br>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 | <b><u>UTILITIES</u></b><br>Estimated per past experience for disposal and treatment facilities. Increase due to the additional flows from Caswell Beach and operation of SWRF.                                                                                                                                                                                                                                                   | TOTAL = | \$65,000 |



TOWN OF OAK ISLAND  
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                                                        |         |                    |
|------|----------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------|
| 5440 | <u>SEWER TREATMENT COST</u><br>Payment to county for Capital Cost for Treatment.                                                       | TOTAL = | \$2,866,718        |
| 5445 | <u>CAPITAL OUTLAY</u><br>72 Inch Mower for cutting nine acres of grass at the Treatment Plant                                          | TOTAL = | \$10,000           |
| 6100 | <u>CONTRACTED SERVICES</u><br>Based on facility generators maintenance and cleaning of Aeration Basin and tilling of irrigation ponds. | TOTAL = | \$12,000           |
| 6101 | <u>CONTRACTED SERVICES - SLUDGE REMOVAL</u><br>Estimated per past experience. Current contract price is about \$0.16/gal hauled        | TOTAL = | \$50,000           |
| 6520 | <u>SEWER TREATMENT COST</u><br>Payment to county for O&M Costs for treatment                                                           | TOTAL = | \$525,000          |
| 9100 | <u>EXPENDABLE EQUIPMENT</u><br>This is for (1) computer and (2) printers for the Fish Factory Road Facility                            | TOTAL = | \$2,000            |
| 9672 | <u>TRANSFER TO CAPITAL RESERVE</u><br>Transfer funds for planned capital expenditures                                                  | TOTAL = | \$71,417           |
|      |                                                                                                                                        | TOTAL   | <u>\$3,806,105</u> |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)  
DEPARTMENT SUMMARY  
FY 2017 - 2018  
PUBLIC SERVICES - UTILITIES WASTEWATER FUND (TREATMENT)

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 16 - 17<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> | <u>POSITIONS</u>                 |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|----------------------------------|
| Salaries/Benefits   | 477,476                      | 385,002                      | 362,347                                    | -5.88%                            | 385,847                                   | 0.22%                            | Treatment Plant Operator (ORC) 2 |
| Operating Expenses  | 273,009                      | 485,725                      | 332,970                                    | -31.45%                           | 3,687,188                                 | 659.11%                          | Treatment Plant Operator 1       |
| Capital Outlay      | 0                            | 132,000                      | 10,000                                     | -92.42%                           | 0                                         | -100.00%                         | Utility Maint. Mechanic 1        |
| Debt Service        | 114,597                      | 114,597                      | 0                                          | -100.00%                          | 2,000                                     | -98.25%                          | Utility Maint. Worker 2          |
| Sewer Treatment     | 2,973,085                    | 3,393,509                    | 3,391,718                                  | -0.05%                            | 22,000                                    | -99.35%                          |                                  |
| Transfers           | 76,249                       | 795,623                      | 71,417                                     | -91.02%                           | 71,417                                    | -91.02%                          |                                  |
| <b>TOTAL</b>        | <b>3,914,416</b>             | <b>5,306,456</b>             | <b>4,168,452</b>                           | <b>-21.45%</b>                    | <b>4,168,452</b>                          | <b>-21.45%</b>                   | <b>TOTAL</b>                     |
|                     |                              |                              |                                            |                                   |                                           |                                  | <u>6</u>                         |

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

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WASTEWATER TREATMENT (31-820)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                     | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE |
|------------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|
| <b>TOTAL BASE SALARIES</b>               |          | \$ 223,309        | \$ 223,309          | \$ 223,309        | \$ 223,309         | \$ 38,603           |
| EFFECTIVE MERIT                          |          |                   |                     |                   |                    |                     |
| CELLPHONE ALLOWANCE                      |          | \$ 7,972          | \$ 7,961            | \$ 7,961          | \$ 7,961           |                     |
| OVERTIME                                 |          | \$ 1,800          | \$ 1,800            | \$ 1,800          | \$ 1,800           |                     |
| COLA                                     |          | \$ 15,000         | \$ 20,000           | \$ 20,000         | \$ 20,000          |                     |
| CHRISTMAS BONUS                          |          | \$ -              | \$ 1,690            | \$ 1,690          | \$ 1,690           |                     |
| <b>TOTAL ALL SALARIES &amp; OVERTIME</b> |          | \$ 249,656        | \$ 256,110          | \$ 256,110        | \$ 256,110         |                     |
| <b>FRINGE BENEFIT COSTS</b>              |          |                   |                     |                   |                    |                     |
| GROUP INSURANCE                          |          | \$ 44,555         | \$ 38,603           | \$ 38,603         | \$ 38,603          |                     |
| FICA (7.65%)                             |          | \$ 22,099         | \$ 19,592           | \$ 19,592         | \$ 19,592          |                     |
| UNEMPLOYMENT                             |          | \$ 1,519          | \$ 1,302            | \$ 1,302          | \$ 1,302           |                     |
| WORKERS COMPENSATION                     |          | \$ 2,394          | \$ 3,460            | \$ 3,460          | \$ 3,460           |                     |
| LGERS RETIREMENT                         |          | \$ 21,232         | \$ 16,927           | \$ 16,927         | \$ 16,927          |                     |
| 401K RETIREMENT                          |          | \$ 4,333          | \$ 3,350            | \$ 3,350          | \$ 3,350           |                     |
| <b>TOTAL FRINGE BENEFIT COSTS</b>        |          | \$ 96,132         | \$ 83,234           | \$ 83,234         | \$ 83,234          |                     |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>      |          | \$ 345,788        | \$ 339,343          | \$ 339,343        | \$ 339,343         |                     |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER                                        | DESCRIPTION                   | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD                            |  | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------------------------------------------------|-------------------------------|---------------------------------------|---------------------------------|--------------------------------|--|------------------------------------|--------------------------------|-----------------------|---------------------|
|                                                          |                               |                                       |                                 | EXPENDED<br>AS OF<br>5/31/2017 |  |                                    |                                |                       |                     |
| PUBLIC SERVICES - UTILITIES WASTEWATER FUND (COLLECTION) |                               |                                       |                                 |                                |  |                                    |                                |                       |                     |
| 31-830-0200                                              | SALARIES & WAGES - FULL TIME  | 184,816                               | 174,229                         | 164,575                        |  | 174,229                            | 246,970                        | 246,970               | 246,970             |
| 31-830-0210                                              | SALARIES & WAGES - OVERTIME   | 35,601                                | 30,000                          | 26,596                         |  | 30,000                             | 35,000                         | 35,000                | 35,000              |
| 31-830-0250                                              | CELL PHONE ALLOWANCE          | 1,000                                 | 2,400                           | 1,600                          |  | 2,400                              | 3,000                          | 3,000                 | 3,000               |
| 31-830-0300                                              | FICA EXPENSE                  | 16,679                                | 15,807                          | 14,351                         |  | 15,807                             | 21,800                         | 21,800                | 21,800              |
| 31-830-0410                                              | GROUP INSURANCE               | 36,374                                | 42,740                          | 24,599                         |  | 42,740                             | 33,623                         | 33,623                | 33,623              |
| 31-830-0500                                              | RETIREE INSURANCE             | 0                                     | 0                               | 16,796                         |  | 8,000                              | 20,321                         | 20,321                | 20,321              |
| 31-830-0510                                              | LGERS RETIREMENT              | 14,979                                | 15,011                          | 14,003                         |  | 15,011                             | 21,373                         | 21,373                | 21,373              |
| 31-830-0520                                              | 401K SUPP RETIREMENT          | 2,462                                 | 3,063                           | 3,918                          |  | 3,063                              | 4,230                          | 4,230                 | 4,230               |
| 31-830-0700                                              | UNEMPLOYMENT                  | 1,019                                 | 868                             | 0                              |  | 868                                | 1,085                          | 1,085                 | 1,085               |
| 31-830-0800                                              | WORKERS COMPENSATION          | 0                                     | 7,079                           | 6,998                          |  | 7,079                              | 10,229                         | 10,229                | 10,229              |
| 31-830-2100                                              | DEPARTMENT SUPPLIES           | 631                                   | 1,250                           | 125                            |  | 1,250                              | 1,000                          | 1,000                 | 1,000               |
| 31-830-2101                                              | SEWER TAPS                    | 22,600                                | 30,000                          | 51,043                         |  | 30,000                             | 130,000                        | 130,000               | 130,000             |
| 31-830-2300                                              | VEHICLE SUPPLIES              | 12,971                                | 15,000                          | 5,074                          |  | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 31-830-3100                                              | PROFESSIONAL SERVICES         | 8,117                                 | 9,000                           | 5,200                          |  | 9,000                              | 9,000                          | 9,000                 | 9,000               |
| 31-830-3300                                              | DUES & SUBSCRIPTIONS          | 910                                   | 3,000                           | 550                            |  | 3,000                              | 3,000                          | 3,000                 | 3,000               |
| 31-830-3600                                              | STAFF DEVELOPMENT             | 1,730                                 | 4,000                           | 2,229                          |  | 4,000                              | 4,000                          | 4,000                 | 4,000               |
| 31-830-3710                                              | UNIFORMS                      | 617                                   | 2,480                           | 1,181                          |  | 2,480                              | 3,100                          | 3,100                 | 3,100               |
| 31-830-3720                                              | OSHA COMPLIANCE ITEMS         | 978                                   | 1,000                           | 987                            |  | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 31-830-4110                                              | MAINT & REPAIRS - FACILITIES  | 8,892                                 | 10,000                          | 8,672                          |  | 10,000                             | 15,000                         | 15,000                | 15,000              |
| 31-830-4120                                              | MAINT & REPAIR EQUIPMENT      | 74,722                                | 110,000                         | 91,647                         |  | 110,000                            | 110,000                        | 110,000               | 110,000             |
| 31-830-4130                                              | MAINT & REPAIR AUTOS          | 3,019                                 | 3,500                           | 1,722                          |  | 3,500                              | 3,500                          | 3,500                 | 3,500               |
| 31-830-4140                                              | REP/MAINT COLLECTION SYSTEM   | 243,688                               | 250,000                         | 117,297                        |  | 250,000                            | 250,000                        | 250,000               | 250,000             |
| 31-830-4300                                              | TELEPHONE & POSTAGE           | 5,188                                 | 9,000                           | 3,627                          |  | 9,000                              | 4,000                          | 4,000                 | 4,000               |
| 31-830-4301                                              | INTERNET ACCESS               | 1,928                                 | 1,500                           | 1,868                          |  | 1,500                              | 2,000                          | 2,000                 | 2,000               |
| 31-830-4400                                              | UTILITIES                     | 242,943                               | 290,000                         | 235,602                        |  | 290,000                            | 290,000                        | 290,000               | 290,000             |
| 31-830-5440                                              | CAPITAL OUTLAY                | 326,225                               | 612,170                         | 187,238                        |  | 612,170                            | 260,400                        | 260,400               | 260,400             |
| 31-830-5450                                              | CAPITAL OUTLAY-CIP            | 172,182                               | 295,561                         | 105,349                        |  | 295,561                            | 657,000                        | 657,000               | 657,000             |
| 31-830-6100                                              | CONTRACTED SERVICES           | 97,590                                | 120,000                         | 137,669                        |  | 120,000                            | 120,000                        | 120,000               | 120,000             |
| 31-830-7110                                              | DEBT SERVICE-PRINCIPAL        | 3,261,590                             | 3,382,351                       | 3,382,351                      |  | 3,382,351                          | 3,507,181                      | 3,507,181             | 3,507,181           |
| 31-830-7120                                              | DEBT SERVICE-INTEREST         | 4,174,944                             | 4,052,955                       | 3,622,536                      |  | 4,052,955                          | 3,724,350                      | 3,724,350             | 3,724,350           |
| 31-830-9100                                              | EXPENDABLE EQUIPMENT          | 134                                   | 1,000                           | 93                             |  | 1,000                              | 2,500                          | 2,500                 | 2,500               |
| 31-830-9672                                              | TRANSFER TO CAPITAL RESERVE   | 0                                     | 286,000                         | 286,000                        |  | 286,000                            | 200,000                        | 200,000               | 200,000             |
| 31-830-9714                                              | REIMBURSE ACCOMMODATIONS FUND | 350,000                               | 350,000                         | 350,000                        |  | 350,000                            | 350,000                        | 350,000               | 350,000             |
| 31-830                                                   | DEPARTMENT TOTAL              | 9,304,529                             | 10,130,964                      | 8,871,498                      |  | 10,133,964                         | 10,054,662                     | 10,054,662            | 10,054,662          |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                                                                                                                                                      |           |                   |         |           |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------|---------|-----------|
| 2100 | <u>DEPARTMENT SUPPLIES</u><br>Miscellaneous supplies for the offices based on past experience for computers, printers, plus added supplies for maintaining maps, procedures and information packages for public information and education.                                                           |           |                   | TOTAL = | \$1,000   |
| 2101 | <u>SEWER TAPS</u><br>Materials needed to provide service connections to our customers.(5 on vac system, 4 on gravity system)<br>Installation of 30 pits                                                                                                                                              |           | 30,000<br>100,000 |         |           |
|      |                                                                                                                                                                                                                                                                                                      | Sub Total | 130,000           | TOTAL = | \$130,000 |
| 2300 | <u>VEHICLE SUPPLIES</u><br>Fuel, diesel, oil, etc. estimated per past experience.                                                                                                                                                                                                                    |           |                   | TOTAL = | \$10,000  |
| 3100 | <u>PROFESSIONAL SERVICES</u><br>Collection lines, piping materials, equipment, pumps, permit modifications. Estimated per past experience.                                                                                                                                                           |           |                   | TOTAL = | \$9,000   |
| 3300 | <u>DUES &amp; SUBSCRIPTIONS</u><br>Estimated for professional dues, mandated state certification renewals, books, subscriptions and other materials. As well as additional Permit renewals.                                                                                                          |           |                   | TOTAL = | \$3,000   |
| 3600 | <u>STAFF DEVELOPMENT</u><br>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><br>New contract with Unifirst for seven employees at \$620 per employee.                                                                                                                                                                                                             |           |                   | TOTAL = | \$3,100   |
| 3720 | <u>OSHA COMPLIANCE ITEMS</u><br>Estimated per past experience. Inventory of items for confined space equipment and devices.                                                                                                                                                                          |           |                   | TOTAL = | \$1,000   |
| 4110 | <u>MAINTENANCE &amp; REPAIRS - FACILITIES</u><br>For repairs to Wastewater Dept Bldgs and Grounds                                                                                                                                                                                                    |           |                   | TOTAL = | \$15,000  |
| 4120 | <u>MAINTENANCE &amp; REPAIR EQUIPMENT</u><br>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 &amp; REPAIR VEHICLES</u><br>Estimated per past experience. Also for basic items on portable generators.                                                                                                                                                                              |           |                   | TOTAL = | \$3,500   |
| 4140 | <u>REPAIR / MAINTENANCE COLLECTION SYSTEM</u><br>Maintenance provided to 34 Lift Stations, 68 pumps, 9000 connections, manholes, 100 miles of pipe lines.                                                                                                                                            |           |                   | TOTAL = | \$250,000 |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u><br>Estimated per past experience for 24/7 on call requirements plus Lift Stations and Vacuum Stations Alarm Systems.                                                                                                                                                  |           |                   | TOTAL = | \$4,000   |
| 4301 | <u>INTERNET ACCESS</u><br>Estimated at \$125 per month                                                                                                                                                                                                                                               |           |                   | TOTAL = | \$2,000   |
| 4400 | <u>UTILITIES</u><br>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 2017 - 2018**

|      |                                                                                          |             |           |                                 |
|------|------------------------------------------------------------------------------------------|-------------|-----------|---------------------------------|
| 5440 | <b><u>CAPITAL OUTLAY</u></b>                                                             |             |           |                                 |
|      | 1 Power Transfer Cabinet for Vac Station                                                 | \$20,000    |           |                                 |
|      | 1 Generator Cabinet (rebuilt and painted)                                                | \$20,000    |           |                                 |
|      | Electrical Components                                                                    | \$31,000    |           |                                 |
|      | 20 New Controllers at \$320.00                                                           | \$6,400     |           |                                 |
|      | 5 Emergency Replacements for broken pits (5 @ \$10,000)                                  | \$50,000    |           |                                 |
|      | Rebuild 100 Controllers @ \$200.00                                                       | \$20,000    |           |                                 |
|      | Finish out SCADA lift stations (\$12,500 @ 2)                                            | \$25,000    |           |                                 |
|      | (Three doors at \$11,000 each for lift stations                                          | \$33,000    |           |                                 |
|      | Force Main Replacement (SE 65th - SE 72nd)                                               | \$55,000    |           |                                 |
|      |                                                                                          |             | Sub-Total | \$260,400 TOTAL = \$260,400     |
| 5450 | <b><u>CAPITAL IMPROVEMENT</u></b>                                                        |             |           |                                 |
|      | Remaining Vac Stations Air Conditioning Units                                            | \$467,000   |           |                                 |
|      | (1) 25hp Bush Pump for Vacuum Station                                                    | \$25,000    |           |                                 |
|      | (2) 15hp Flyght Pump (\$12,500 X 2) Vacuum Stations #1, #2, #11 or #18                   | \$25,000    |           |                                 |
|      | (3) Sewage Pumps (\$20,000 x 3) Vacuum Stations #4, #6, and #9                           | \$60,000    |           |                                 |
|      | (1) 177hp FairBanks pump for Middleton                                                   | \$80,000    |           |                                 |
|      |                                                                                          |             | Sub-Total | \$657,000 TOTAL = \$657,000     |
| 6100 | <b><u>CONTRACTED SERVICES</u></b>                                                        |             |           |                                 |
|      | Portable Generator Maintenance                                                           | \$10,000    |           |                                 |
|      | Lift Station SCADA maintenance agreement                                                 | \$4,236     |           |                                 |
|      | Customer Tap Installation (\$70,000) if pit is over six foot deep.                       | \$70,000    |           |                                 |
|      | Vacuum Station Inspection, Motor Calibrations and Crane Inspections                      | \$35,764    |           |                                 |
|      | Sub-Total                                                                                | \$120,000   | TOTAL =   | \$120,000                       |
| 7110 | <b><u>DEBT SERVICE-PRINCIPAL</u></b>                                                     |             |           |                                 |
|      | 2008A Revenue Bond                                                                       | \$985,000   |           |                                 |
|      | 2009A Revenue Bond                                                                       | \$1,365,000 |           |                                 |
|      | 2011 Revenue Bond                                                                        | \$300,000   |           |                                 |
|      | 2015 Revenue Bond                                                                        | \$190,000   |           |                                 |
|      | SRLF - \$9,330,000                                                                       | \$252,289   |           |                                 |
|      | SRLF - \$8,500,000                                                                       | \$304,892   |           |                                 |
|      |                                                                                          |             | Sub-total | \$3,507,181 TOTAL = \$3,507,181 |
| 7120 | <b><u>DEBT SERVICE-INTEREST</u></b>                                                      |             |           |                                 |
|      | 2008A Revenue Bond                                                                       | \$39,400    |           |                                 |
|      | 2009A Revenue Bond                                                                       | \$130,819   |           |                                 |
|      | 2011 Revenue Bond                                                                        | \$38,213    |           |                                 |
|      | 2015 Revenue Bond                                                                        | \$1,874,238 |           |                                 |
|      | 2017 Revenue Bond                                                                        | \$1,424,981 |           |                                 |
|      | SRLF - \$9,000,000                                                                       | \$102,359   |           |                                 |
|      | SRLF - \$8,500,000                                                                       | \$114,340   |           |                                 |
|      |                                                                                          |             | Subtotal  | \$3,724,350 TOTAL = \$3,724,350 |
| 9100 | <b><u>EXPENDABLE EQUIPMENT</u></b>                                                       |             |           |                                 |
|      | New Computer for SCADA System and possible new server in utility building                |             | TOTAL =   | \$2,500                         |
| 9672 | <b><u>TRANSFER TO CAPITAL RESERVE</u></b>                                                |             |           |                                 |
|      | Transfers for funding of future capital projects as capital needs replaced               |             | TOTAL =   | \$200,000                       |
| 9714 | <b><u>REIMBURSE ACCOMODATIONS FUND</u></b>                                               |             |           |                                 |
|      | Reimburse Accomodations Fund for \$3,500,000 Loan at no interest for 10 years (3rd year) |             | TOTAL =   | \$350,000                       |
|      |                                                                                          |             | TOTAL     | <u>\$9,657,031</u>              |

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

**FY 2015-2016**

**PUBLIC SERVICES - UTILITIES WASTEWATER FUND (COLLECTION)**

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u>                   |                           | <u>APPROVED</u>                    |                           | <u>POSITIONS</u>               |
|---------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------|------------------------------------|---------------------------|--------------------------------|
|                     |                                    |                                    | <u>FY 17 - 18</u><br><u>BUDGET</u> | <u>CHANGE</u><br><u>%</u> | <u>FY 17 - 18</u><br><u>BUDGET</u> | <u>CHANGE</u><br><u>%</u> |                                |
| Salaries/Benefits   | 292,930                            | 291,197                            | 397,631                            | 36.55%                    | 397,631                            | 35.74%                    | Wastewater Superintendant 1    |
| Operating Expenses  | 726,658                            | 860,730                            | 958,100                            | 11.31%                    | 958,100                            | 31.85%                    | Crew Leader 1                  |
| Capital Improvement | 172,182                            | 295,561                            | 657,000                            | 122.29%                   | 657,000                            | 281.57%                   | Utility Maintenance Mechanic 2 |
| Capital Outlay      | 326,225                            | 612,170                            | 260,400                            | -57.46%                   | 260,400                            | -20.18%                   | Instrumentation Control Tech 1 |
| Debt Service        | 7,436,534                          | 7,435,306                          | 7,231,531                          | -2.74%                    | 7,231,531                          | -2.76%                    |                                |
| Reserves            | 350,000                            | 350,000                            | 350,000                            | 0.00%                     | 350,000                            | 100.00%                   |                                |
| Transfers           | -                                  | 286,000                            | 200,000                            | 0.00%                     | 200,000                            | 100.00%                   |                                |
| <b>TOTAL</b>        | <b>9,304,529</b>                   | <b>10,130,964</b>                  | <b>10,054,662</b>                  | <b>-0.75%</b>             | <b>10,054,662</b>                  | <b>8.06%</b>              |                                |

PERSONNEL      FULL-TIME      PART-TIME      TOTAL

5

5

5

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - WASTEWATER COLLECTION (31-830)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                                                   | POSITION | Current<br>Salary | Requested<br>Salary | Adopted Salary | Approved<br>Salary | Annual<br>Insurance |
|--------------------------------------------------------|----------|-------------------|---------------------|----------------|--------------------|---------------------|
| <b>SUBTOTAL SALARIES-FULLTIME AND PERM. PART -TIME</b> |          |                   |                     |                |                    |                     |
|                                                        |          | \$ 238,469        | \$ 238,469          | \$ 238,469     | \$ 238,469         | \$ 33,623           |
| <b>CELLPHONE ALLOWANCE</b>                             |          |                   |                     |                |                    |                     |
|                                                        |          | \$ 2,400          | \$ 3,000            | \$ 3,000       | \$ 3,000           |                     |
| <b>SUBTOTAL SALARIES</b>                               |          |                   |                     |                |                    |                     |
|                                                        |          | \$ 240,869        | \$ 241,469          | \$ 241,469     | \$ 241,469         |                     |
| <b>SUBTOTAL BASE SALARIES &amp; CHRISTMAS BONUS</b>    |          |                   |                     |                |                    |                     |
| EFFECTIVE MERIT                                        |          |                   |                     |                |                    |                     |
| OVERTIME                                               |          | \$ -              | \$ 8,501            | \$ 8,501       | \$ 8,501           |                     |
| COLA                                                   |          | \$ 30,000         | \$ 35,000           | \$ 35,000      | \$ 35,000          |                     |
| CHRISTMAS BONUS                                        |          | \$ -              | \$ 1,805            | \$ 1,805       | \$ 1,805           |                     |
| TOTAL ALL SALARIES & OVERTIME                          |          | \$ 1,125          | \$ 1,125            | \$ 1,125       | \$ 1,125           |                     |
|                                                        |          | \$ 270,869        | \$ 284,970          | \$ 284,970     | \$ 284,970         |                     |
| <b>FRINGE BENEFIT COSTS</b>                            |          |                   |                     |                |                    |                     |
| GROUP INSURANCE                                        |          | \$ 33,623         | \$ 33,623           | \$ 33,623      | \$ 33,623          |                     |
| FICA & MEDICARE                                        |          | \$ 42,740         | \$ 21,800           | \$ 21,800      | \$ 21,800          |                     |
| UNEMPLOYMENT (\$21                                     |          | \$ 1,250          | \$ 1,085            | \$ 1,085       | \$ 1,085           |                     |
| WORKERS COMPENSATION                                   |          | \$ -              | \$ 10,229           | \$ 10,229      | \$ 10,229          |                     |
| LGERS RETIREMENT                                       |          | \$ 3,063          | \$ 21,373           | \$ 21,373      | \$ 21,373          |                     |
| 401K RETIREMENT                                        |          | \$ 868            | \$ 4,230            | \$ 4,230       | \$ 4,230           |                     |
| TOTAL FRINGE BENEFIT COSTS                             |          | \$ 81,544         | \$ 92,340           | \$ 92,340      | \$ 92,340          |                     |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>                    |          |                   |                     |                |                    |                     |
|                                                        |          | \$ 352,413        | \$ 377,310          | \$ 377,310     | \$ 377,310         |                     |



TOWN OF OAK ISLAND  
REVENUES STORMWATER FUND (32)  
FY 2017 - 2018

| Account Number        | Description                    | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D. Revenue<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept. Request<br>FY 17 - 18 | Manager Recommends | Council Approved |
|-----------------------|--------------------------------|------------------------------------|------------------------------|-----------------------------|---------------------------------|-----------------------------|--------------------|------------------|
| 32-300-1500           | INTEREST EARNED                | 14                                 | 0                            | 0                           | 0                               | 0                           | 0                  | 0                |
| 32-300-5310           | STORMWATER FEES - RESIDENTIAL  | 191,502                            | 313,830                      | 257,678                     | 313,830                         | 287,100                     | 287,100            | 287,100          |
| 32-300-5320           | STORMWATER FEES - COMMERCIAL   | 20,678                             | 39,223                       | 29,502                      | 39,223                          | 30,869                      | 30,869             | 30,869           |
| 32-300-8948           | NC STATE CISTERN GRANT         |                                    | 89,688                       | 0                           | 89,688                          | 0                           | 0                  | 0                |
| 32-300-9772           | TRANSFER FROM CAPITAL RESERVES | 28,767                             | 0                            |                             |                                 | 0                           | 0                  | 0                |
| TOTAL STORMWATER FUND |                                | 240,961                            | 442,741                      | 287,180                     | 442,741                         | 317,969                     | 317,969            | 317,969          |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER         | DESCRIPTION                  | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD                            |  | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 2015 -16 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|---------------------------|------------------------------|---------------------------------------|---------------------------------|--------------------------------|--|------------------------------------|---------------------------------|-----------------------|---------------------|
|                           |                              |                                       |                                 | EXPENDED<br>AS OF<br>5/31/2017 |  |                                    |                                 |                       |                     |
| PUBLIC WORKS - STORMWATER |                              |                                       |                                 |                                |  |                                    |                                 |                       |                     |
| 32-562-0220               | SALARIES & WAGES - FULL TIME | 78,968                                | 71,278                          | 80,606                         |  | 106,877                            | 110,168                         | 110,168               | 110,168             |
| 32-562-0230               | SALARIES & WAGES - PART TIME | 0                                     | 41,600                          | 34,666                         |  | 41,600                             | 41,600                          | 41,600                | 41,600              |
| 32-562-0240               | SALARIES & WAGES - OVERTIME  | 1,227                                 | 10,000                          | 8,254                          |  | 8,500                              | 2,000                           | 2,000                 | 2,000               |
| 32-562-0300               | FICA EXPENSE                 | 5,791                                 | 9,400                           | 9,049                          |  | 9,400                              | 11,763                          | 11,763                | 11,763              |
| 32-562-0410               | GROUP INSURANCE              | 15,367                                | 21,874                          | 15,927                         |  | 18,000                             | 21,382                          | 21,382                | 21,382              |
| 32-562-0510               | RETIREMENT                   | 5,418                                 | 9,032                           | 5,882                          |  | 6,900                              | 8,502                           | 8,502                 | 8,502               |
| 32-562-0520               | 401K SUPP RETIREMENT         | 520                                   | 1,843                           | 1,280                          |  | 1,843                              | 1,683                           | 1,683                 | 1,683               |
| 32-562-0700               | UNEMPLOYMENT                 | 408                                   | 651                             | 0                              |  | 651                                | 651                             | 651                   | 651                 |
| 32-562-0800               | WORKERS COMPENSATION         | 0                                     | 1,717                           | 1,698                          |  | 1,717                              | 2,482                           | 2,482                 | 2,482               |
| 32-562-2100               | DEPARTMENTAL SUPPLIES        | 626                                   | 3,400                           | 1,134                          |  | 3,400                              | 3,400                           | 3,400                 | 3,400               |
| 32-562-2300               | VEHICLE SUPPLIES             | 1,878                                 | 2,000                           | 99                             |  | 2,000                              | 2,000                           | 2,000                 | 2,000               |
| 32-562-3100               | PROFESSIONAL SERVICES        | 7,453                                 | 9,140                           | 4,448                          |  | 4,500                              | 9,140                           | 9,140                 | 9,140               |
| 32-562-3200               | NPDES-PUBLIC EDUCATION       | 917                                   | 3,000                           | 1,367                          |  | 1,370                              | 3,000                           | 3,000                 | 3,000               |
| 32-562-3300               | ENVIRONMENTAL PERMIT         | 0                                     | 860                             | 860                            |  | 860                                | 860                             | 860                   | 860                 |
| 32-562-3600               | STAFF DEVELOPMENT            | 0                                     | 3,000                           | 2,957                          |  | 2,957                              | 3,000                           | 3,000                 | 3,000               |
| 32-562-3710               | UNIFORMS                     | 853                                   | 1,860                           | 350                            |  | 415                                | 1,860                           | 1,860                 | 1,860               |
| 32-562-3720               | OSHA COMPLIANCE ITEMS        | 0                                     | 1,000                           | 290                            |  | 290                                | 1,000                           | 1,000                 | 1,000               |
| 32-562-4130               | MAINT & REPAIR VEHICLES      | 0                                     | 3,000                           | 0                              |  | 0                                  | 3,000                           | 3,000                 | 3,000               |
| 32-562-4140               | MAINT & REPAIR DRAINAGE      | 2,662                                 | 20,000                          | 17,494                         |  | 20,000                             | 30,000                          | 30,000                | 30,000              |
| 32-562-4300               | TELEPHONE & POSTAGE          | 253                                   | 450                             | 229                            |  | 250                                | 450                             | 450                   | 450                 |
| 32-562-5420               | CAPITAL OUTLAY - EQUIPMENT   | 202,964                               | -                               | 0                              |  | 0                                  | 0                               | 0                     | 0                   |
| 32-562-6100               | CONTRACTED SERVICES          | 32,061                                | 22,500                          | 5,792                          |  | 20,000                             | 22,500                          | 22,500                | 22,500              |
| 32-562-6101               | DRAINAGE PROJECTS            | 11,885                                | 20,000                          | 9,588                          |  | 9,600                              | 30,029                          | 30,029                | 30,029              |
| 32-562-6102               | WATER QUALITY MONITORING     | 10,033                                | 10,000                          | 7,328                          |  | 9,500                              | 7,500                           | 7,500                 | 7,500               |
| 32-562-6105               | CISTERN PROJECT              | 0                                     | 89,688                          | 19,701                         |  | 19,701                             | 0                               | 0                     | 0                   |
| 32-562-9672               | TRANSFER TO CAPITAL RESERVE  | 0                                     | 85,447                          | 85,447                         |  | 85,447                             | 0                               | 0                     | 0                   |
|                           |                              |                                       |                                 |                                |  |                                    |                                 |                       |                     |
| 32-562                    | DEPARTMENT TOTAL             | 379,284                               | 442,741                         | 314,443                        |  | 375,778                            | 317,969                         | 317,969               | 317,969             |

**TOWN OF OAK ISLAND  
BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018**

|       |                                                                                                                                                                                                                        |         |                   |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------|
| 2100  | <u>DEPARTMENTAL SUPPLIES</u><br>Estimated funds to purchase supplies.                                                                                                                                                  | TOTAL = | \$3,400           |
| 2300  | <u>VEHICLE SUPPLIES</u><br>Gas, oil, etc. for department vehicle use.                                                                                                                                                  | TOTAL = | \$2,000           |
| 3100  | <u>PROFESSIONAL SERVICES</u><br>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.     |         | \$9,140           |
| 3200  | <u>NPDES-PUBLIC EDUCATION</u><br>Funds for development and distribution of public education materials to identified user groups and conducting outreach programs.                                                      | TOTAL = | \$3,000           |
| 3300  | <u>ENVIRONMENTAL PERMIT</u><br>Based on review of current year permit cost                                                                                                                                             | TOTAL = | \$860             |
| 3600  | <u>STAFF DEVELOPMENT</u><br>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><br>3 people at \$620.00 each                                                                                                                                                                           | TOTAL = | \$1,860           |
| 3720  | <u>OSHA COMPLIANCE ITEMS</u><br>For material, equipment, etc. for safety compliance.                                                                                                                                   | TOTAL = | \$1,000           |
| 4130  | <u>MAINTENANCE &amp; REPAIR VEHICLES</u><br>Funds for minor vehicle repairs.                                                                                                                                           | TOTAL = | \$3,000           |
| 4140  | <u>MAINTENANCE &amp; REPAIR DRAINAGE</u><br>Estimated from past experience, funds for stone, replacement pipe, grader and bush hog blades, wheel loader replacement brooms, etc. for maintaining system.               | TOTAL = | \$30,000          |
| 4300  | <u>TELEPHONE &amp; POSTAGE</u><br>Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc.                                                    | TOTAL = | \$450             |
| 6100  | <u>CONTRACTED SERVICES</u><br>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><br>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 = | \$30,029          |
| 6102  | <u>WATER QUALITY MONITORING</u><br>Funds for water sampling and analysis for Water Quality Group Requests.                                                                                                             | TOTAL = | \$7,500           |
| 9672  | <u>TRANSFER TO CAPITAL RESERVE</u><br>Funding for future equipment purchases and engineering studies as needed and implementation of stormwater solutions.                                                             | TOTAL = | \$0               |
| TOTAL |                                                                                                                                                                                                                        |         | <u>\$ 117,739</u> |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - STORMWATER DEPARTMENT (32-562)**  
**FY 2017 - 2018**

| <u>EXPENDITURES</u> | <u>FY 15 - 16</u><br><u>ACTUAL</u> | <u>FY 16 - 17</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>REQUESTED</u><br><u>%</u><br><u>CHANGE</u> | <u>APPROVED</u><br><u>FY 17 - 18</u><br><u>BUDGET</u> | <u>APPROVED</u><br><u>%</u><br><u>CHANGE</u> | <u>POSITIONS</u>              |
|---------------------|------------------------------------|------------------------------------|--------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|----------------------------------------------|-------------------------------|
| Salaries/Benefits   | 107,700                            | 167,395                            | 200,230                                                | 19.62%                                        | 200,230                                               | 19.62%                                       | Full -Time<br>1               |
| Operating Expenses  | 68,620                             | 189,898                            | 117,739                                                | -38.00%                                       | 110,239                                               | -41.95%                                      | Crew Leader<br>1              |
| Capital Outlay      | 202,964                            | 0                                  | -                                                      | -                                             | 7,500                                                 | -                                            | Equipment Operator<br>1       |
| Transfers           | 0                                  | 85,447                             | -                                                      | 0.00%                                         | -                                                     | 0.00%                                        | Equipment Operator (NEW)<br>1 |
|                     |                                    |                                    |                                                        |                                               | -                                                     | 0.00%                                        | <u>TOTAL</u><br>3             |
| <u>TOTAL</u>        | <u>379,284</u>                     | <u>442,741</u>                     | <u>317,969</u>                                         | <u>-28.18%</u>                                | <u>317,969</u>                                        | <u>-28.18%</u>                               | <u>Part -Time</u><br>1        |
| <u>PERSONNEL</u>    | <u>FULL-TIME</u><br>3              | <u>PART-TIME</u><br>1              | <u>TOTAL</u><br>4                                      |                                               |                                                       |                                              | <u>TOTAL</u><br>4             |



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

| DEPARTMENT: 32-562 STORMWATER               |          |                |                  |                |                 |                    |
|---------------------------------------------|----------|----------------|------------------|----------------|-----------------|--------------------|
| NAME                                        | POSITION | Current Salary | Requested Salary | Adopted Salary | Approved Salary | Annual Insurance # |
| <b>SUBTOTAL SALARIES-FULL TIME</b>          |          |                |                  |                |                 |                    |
|                                             |          | \$ 76,877      | \$ 104,957       | \$ 104,957     | \$ 104,957      | \$ 21,382 3        |
| <b>GENE KUDGUS STORMWATER ADMINISTRATOR</b> |          |                |                  |                |                 |                    |
|                                             |          | \$ 41,600      | \$ 41,600        | \$ 41,600      | \$ 41,600       |                    |
| <b>TOTAL ALL SALARIES</b>                   |          |                |                  |                |                 |                    |
|                                             |          | \$ 118,477     | \$ 146,557       | \$ 146,557     | \$ 146,557      |                    |
| OVERTIME                                    |          | \$ 2,000       | \$ 2,000         | \$ 2,000       | \$ 2,000        |                    |
| EFFECTIVE MERIT                             | 3.57%    | \$ 3,160       | \$ 3,742         | \$ 3,742       | \$ 3,742        |                    |
| COLA                                        | 0.8%     | \$             | \$ 794           | \$ 794         | \$ 794          |                    |
| CHRISTMAS BONUS                             | \$225    | \$ 450         | \$ 675           | \$ 675         | \$ 675          |                    |
| <b>TOTAL SALARIES &amp; OVERTIME</b>        |          |                |                  |                |                 |                    |
|                                             |          | \$ 124,087     | \$ 153,768       | \$ 153,768     | \$ 153,768      |                    |
| <b>FRINGE BENEFIT COSTS</b>                 |          |                |                  |                |                 |                    |
| GROUP INSURANCE                             |          | \$ 21,874      | \$ 21,382        | \$ 21,382      | \$ 21,382       |                    |
| FICA & MEDICARE                             | 7.65%    | \$ 9,400       | \$ 11,763        | \$ 11,763      | \$ 11,763       |                    |
| UNEMPLOYMENT                                | \$217    | \$ 651         | \$ 651           | \$ 651         | \$ 651          |                    |
| WORKERS COMPENSATION                        |          | \$ 1,717       | \$ 2,482         | \$ 2,482       | \$ 2,482        |                    |
| LGERS RETIREMENT                            | 7.58%    | \$ 9,032       | \$ 8,502         | \$ 8,502       | \$ 8,502        |                    |
| 401K RETIREMENT                             | 1.50%    | \$ 1,843       | \$ 1,683         | \$ 1,683       | \$ 1,683        |                    |
| <b>TOTAL FRINGE BENEFIT COSTS</b>           |          |                |                  |                |                 |                    |
|                                             |          | \$ 44,517      | \$ 46,462        | \$ 46,462      | \$ 46,462       |                    |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>         |          |                |                  |                |                 |                    |
|                                             |          | \$ 168,604     | \$ 200,230       | \$ 200,230     | \$ 200,230      |                    |

TOWN OF OAK ISLAND  
REVENUES SOLID WASTE FUND (35)  
FY 2017 - 2018

| Account Number         | Description                  | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D. Revenue<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept. Request<br>FY 17 - 18 | Manager Recommends | Council Approved |
|------------------------|------------------------------|------------------------------------|------------------------------|-----------------------------|---------------------------------|-----------------------------|--------------------|------------------|
| 35-300-1500            | INTEREST EARNED              | 8                                  | 0                            | 0                           | 0                               | 0                           | 0                  | 0                |
| 35-300-3250            | SOLID WASTE DISPOSAL TAX     | 3,356                              | 1,500                        | 4,911                       | 4,000                           | 1,500                       | 1,500              | 1,500            |
| 35-300-5410            | SOLID WASTE COLLECTION FEES  | 1,134,268                          | 910,000                      | 987,981                     | 1,070,000                       | 1,070,000                   | 1,070,000          | 1,070,000        |
| 35-300-8200            | BEACH ACCESS RECYCLING GRANT | 0                                  | 0                            | 30,000                      | 30,000                          | 0                           | 0                  | 0                |
| 35-300-8420            | SALE OF MATERIALS            | 2,575                              | 0                            | 2,433                       | 2,353                           | 0                           | 0                  | 0                |
| 35-300-9710            | TRANSFER FROM GENERAL FUND   | 0                                  | 66,988                       | 0                           | 0                               | 0                           | 0                  | 0                |
| TOTAL SOLID WASTE FUND |                              | 1,140,207                          | 978,488                      | 1,025,326                   | 1,106,353                       | 1,071,500                   | 1,071,500          | 1,071,500        |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - SOLID WASTE FUND (35-580)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER               | DESCRIPTION                  | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|---------------------------------|------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>SOLID WASTE FUND: 35-580</b> |                              |                                       |                                 |                                       |                                    |                                |                       |                     |
| 35-580-0220                     | SALARIES & WAGES - FULL TIME | 172,806                               | 163,435                         | 163,855                               | 163,435                            | 139,809                        | 139,809               | 139,809             |
| 35-580-0240                     | SALARIES & WAGES - OVERTIME  | 18,487                                | 10,000                          | 18,838                                | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 35-580-0250                     | CELL PHONE ALLOWANCE         | 1,000                                 | 1,200                           | 1,100                                 | 1,200                              | 1,200                          | 1,200                 | 1,200               |
| 35-580-0300                     | FICA EXPENSE                 | 14,825                                | 13,360                          | 13,942                                | 13,360                             | 11,552                         | 11,552                | 11,552              |
| 35-580-0410                     | GROUP INSURANCE              | 25,437                                | 27,375                          | 24,859                                | 27,375                             | 18,422                         | 18,422                | 18,422              |
| 35-580-0510                     | RETIREMENT                   | 12,414                                | 12,747                          | 13,872                                | 12,747                             | 11,355                         | 11,355                | 11,355              |
| 35-580-0520                     | 401K SUPP RETIREMENT         | 1,930                                 | 2,602                           | 7,256                                 | 2,602                              | 2,247                          | 2,247                 | 2,247               |
| 35-580-0700                     | UNEMPLOYMENT                 | 815                                   | 868                             | 0                                     | 868                                | 651                            | 651                   | 651                 |
| 35-580-0800                     | WORKERS COMPENSATION         | 0                                     | 3,741                           | 3,698                                 | 3,741                              | 5,406                          | 5,406                 | 5,406               |
| 35-580-2100                     | DEPARTMENTAL SUPPLIES        | 2,959                                 | 2,500                           | 1,751                                 | 2,500                              | 2,500                          | 2,500                 | 2,500               |
| 35-580-2300                     | VEHICLE SUPPLIES             | 18,550                                | 30,000                          | 21,626                                | 30,000                             | 30,000                         | 30,000                | 30,000              |
| 35-580-3710                     | UNIFORMS                     | 1,710                                 | 2,160                           | 987                                   | 2,160                              | 1,860                          | 1,860                 | 1,860               |
| 35-580-4130                     | MAINT & REPAIR VEHICLES      | 37,481                                | 42,500                          | 32,050                                | 42,500                             | 42,500                         | 42,500                | 42,500              |
| 35-580-4140                     | MAINT & REPAIR RAMP          | 0                                     | 18,000                          | 11,550                                | 18,000                             | 12,000                         | 12,000                | 12,000              |
| 35-580-4300                     | TELEPHONE & POSTAGE          | 32                                    | 1,000                           | 0                                     | 1,000                              | 1,000                          | 1,000                 | 1,000               |
| 35-580-5420                     | CAPITAL OUTLAY - EQUIPMENT   | 169,211                               | -                               | 0                                     | -                                  | -                              | -                     | -                   |
| 35-580-6100                     | CONTRACTED SERVICES          | 159,535                               | 97,500                          | 159,712                               | 97,500                             | 97,500                         | 97,500                | 97,500              |
| 35-580-6410                     | SOLID WASTE DISPOSAL FEES    | 9,229                                 | 15,000                          | 4,907                                 | 15,000                             | 15,000                         | 15,000                | 15,000              |
| 35-580-6420                     | RECYCLING PROGRAM-HOUSEHOLD  | 560,263                               | 414,000                         | 453,180                               | 414,000                            | 414,000                        | 414,000               | 414,000             |
| 35-580-6430                     | YARD WASTE RECYCLE           | 78,600                                | 120,000                         | 73,500                                | 120,000                            | 120,000                        | 120,000               | 120,000             |
| 35-580-9100                     | EXPENDABLE EQUIPMENT         | 0                                     | 500                             | 0                                     | 500                                | 500                            | 500                   | 500                 |
| 35-580-9672                     | TRANSFER TO CAPITAL RESERVE  | 0                                     | -                               | 0                                     | 0                                  | 133,999                        | 133,999               | 133,999             |
| <b>35-580</b>                   | <b>DEPARTMENT TOTAL</b>      | <b>1,285,284</b>                      | <b>978,488</b>                  | <b>1,006,684</b>                      | <b>978,488</b>                     | <b>1,071,500</b>               | <b>1,071,500</b>      | <b>1,071,500</b>    |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - SOLID WASTE FUND (35-580)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                                                                                                                                                                                                       |                                                                     |            |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------|
| 2100 | <u>DEPARTMENTAL SUPPLIES</u><br>Supplies include trash bags for beach trash program                                                                                                                                                                                                   | TOTAL =                                                             | \$2,500    |
| 2300 | <u>VEHICLE SUPPLIES</u><br>Gas, oil, etc. for department vehicle use.                                                                                                                                                                                                                 | TOTAL =                                                             | \$30,000   |
| 3710 | <u>UNIFORMS</u><br>Uniforms for (3) employees at \$620.00 each                                                                                                                                                                                                                        | TOTAL =                                                             | \$1,860    |
| 4130 | <u>MAINTENANCE &amp; REPAIR VEHICLES</u><br>Estimated per past experience. At least 10,000 over this year                                                                                                                                                                             | TOTAL =                                                             | \$42,500   |
| 4130 | <u>MAINTENANCE &amp; REPAIR RAMPS</u><br>Maintenance of Ramps for maintenance & improvements to ramp for Beach Access Recycling                                                                                                                                                       | TOTAL =                                                             | \$12,000   |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u><br>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><br>Second summer pickup (\$1,660 X 4.5 X 6.3 = \$47,500<br>Extra trash, Beach access, recycling poly carts in parks, also ordinance trash disposal site at Middleton Park.<br>Porta John Rental (West End) \$1,158.24 monthly<br>Miscellaneous Item Pickup | 47,500<br>26,000<br>13,900<br>10,100<br>Sub-Total 97,500<br>TOTAL = | \$97,500   |
| 6410 | <u>SOLID WASTE DISPOSAL FEE</u><br>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><br>Curbside recycling for over 8,000 residential units                                                                                                                                                                                                     | TOTAL =                                                             | \$414,000  |
| 6430 | <u>YARD WASTE RECYCLE - TUB GRINDING</u><br>Funds to dispose of yard debris by tub grinding. The price of grinding has increased 50%                                                                                                                                                  | TOTAL =                                                             | \$120,000  |
| 9100 | <u>EXPENDABLE ASSETS</u><br>Includes gas powered tools for debris clean up                                                                                                                                                                                                            | TOTAL =                                                             | \$500      |
| 9672 | <u>TRANSFER TO CAPITAL RESERVE</u><br>Funding for future equipment purchases                                                                                                                                                                                                          | TOTAL =                                                             | \$133,999  |
|      |                                                                                                                                                                                                                                                                                       | TOTAL                                                               | \$ 870,859 |



**TOWN OF OAK ISLAND  
BUDGET SUMMARY - SOLID WASTE FUND (35-580)  
DEPARTMENT SUMMARY  
FY 2017 - 2018**

| <u>EXPENDITURES</u> | FY 15 - 16<br><u>ACTUAL</u> | FY 16 - 17<br><u>BUDGET</u> | REQUESTED<br>FY 17 - 18 |               | APPROVED<br>FY 17 - 18 |               | <u>POSITIONS</u>           |
|---------------------|-----------------------------|-----------------------------|-------------------------|---------------|------------------------|---------------|----------------------------|
|                     |                             |                             | <u>BUDGET</u>           | <u>%</u>      | <u>BUDGET</u>          | <u>%</u>      |                            |
|                     |                             |                             |                         | <u>CHANGE</u> |                        | <u>CHANGE</u> |                            |
| Salaries/Benefits   | 247,714                     | 235,328                     | 200,641                 | -14.74%       | 200,641                | -14.74%       | Crew Leader 1              |
| Operating Expenses  | 1,037,570                   | 743,160                     | 736,860                 | -0.85%        | 736,860                | -0.85%        | Heavy Equipment Operator 1 |
| Capital Outlay      | 0                           | 0                           | 0                       |               | 0                      |               | Equipment Operator 1       |
| Transfers           | 0                           | 0                           | 133,999                 | 0.00%         | 133,999                | 0.00%         |                            |
| <b>TOTAL</b>        | <b>1,285,284</b>            | <b>978,488</b>              | <b>1,071,500</b>        | <b>9.51%</b>  | <b>1,071,500</b>       | <b>9.51%</b>  |                            |
| <u>PERSONNEL</u>    | <u>FULL-TIME</u>            | <u>PART-TIME</u>            | <u>TOTAL</u>            |               | <u>TOTAL</u>           |               |                            |
|                     | 3                           | 0                           | 3                       |               | 3                      |               | 3                          |

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

FY 2017 - 2018

| NAME                                | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | # |
|-------------------------------------|----------|-------------------|---------------------|-------------------|--------------------|---------------------|---|
| <b>SUBTOTAL SALARIES-FULLTIME</b>   |          |                   |                     |                   |                    |                     |   |
|                                     |          | \$ 133,370        | \$ 133,370          | \$ 133,370        | \$ 133,370         | \$                  | 3 |
| CELLPHONE ALLOWANCE                 |          | \$ 600            | \$ 1,200            | \$ 1,200          | \$ 1,200           |                     |   |
| SUBTOTAL SALARIES                   |          | \$ 600            | \$ 1,200            | \$ 1,200          | \$ 1,200           |                     |   |
| <b>TOTAL ALL SALARIES</b>           |          |                   |                     |                   |                    |                     |   |
|                                     |          | \$ 133,970        | \$ 134,570          | \$ 134,570        | \$ 134,570         |                     |   |
| EFFECTIVE MERIT                     |          | \$ 5,519          | \$ 4,755            | \$ 4,755          | \$ 4,755           |                     |   |
| OVERTIME                            |          | \$ 10,000         | \$ 10,000           | \$ 10,000         | \$ 10,000          |                     |   |
| COLA                                |          | \$ -              | \$ 1,009            | \$ 1,009          | \$ 1,009           |                     |   |
| CHRISTMAS BONUS                     |          | \$ 900            | \$ 675              | \$ 675            | \$ 675             |                     |   |
| TOTAL SALARIES & OVERTIME           |          | \$ 150,389        | \$ 151,009          | \$ 151,009        | \$ 151,009         |                     |   |
| <b>FRINGE BENEFIT COSTS</b>         |          |                   |                     |                   |                    |                     |   |
| GROUP INSURANCE                     |          | \$ 27,375         | \$ 18,422           | \$ 18,422         | \$ 18,422          |                     |   |
| FICA & MEDICARE                     |          | \$ 13,360         | \$ 11,552           | \$ 11,552         | \$ 11,552          |                     |   |
| UNEMPLOYMENT                        |          | \$ 868            | \$ 651              | \$ 651            | \$ 651             |                     |   |
| WORKERS COMPENSATION                |          | \$ 3,741          | \$ 5,406            | \$ 5,406          | \$ 5,406           |                     |   |
| LGERS RETIREMENT                    |          | \$ 12,747         | \$ 11,355           | \$ 11,355         | \$ 11,355          |                     |   |
| 401K RETIREMENT                     |          | \$ 2,602          | \$ 2,247            | \$ 2,247          | \$ 2,247           |                     |   |
| TOTAL FRINGE BENEFIT COSTS          |          | \$ 60,693         | \$ 49,633           | \$ 49,633         | \$ 49,633          |                     |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b> |          |                   |                     |                   |                    |                     |   |
|                                     |          | \$ 211,082        | \$ 200,641          | \$ 200,641        | \$ 200,641         |                     |   |

**TOWN OF OAK ISLAND**  
**REVENUES SOUTH HARBOR GOLF FUND (38)**  
**FY 2017 - 2018**

| Account Number                      | Description                            | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D. Revenue<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept. Request<br>FY 17 - 18 | Manager Recommends | Council Approved |
|-------------------------------------|----------------------------------------|------------------------------------|------------------------------|-----------------------------|---------------------------------|-----------------------------|--------------------|------------------|
| 38-300-5510                         | GREEN FEE PLAY                         | 102,928                            | 99,500                       | 99,404                      | 109,695                         | 99,500                      | 99,500             | 99,500           |
| 38-300-5520                         | ANNUAL MEMBERSHIPS                     | 21,191                             | 24,000                       | 29,429                      | 29,500                          | 24,000                      | 24,000             | 24,000           |
| 38-300-5530                         | MERCHANDISE SALES                      | 7,519                              | 12,500                       | 8,676                       | 9,500                           | 12,500                      | 12,500             | 12,500           |
| 38-300-8951                         | SPONSORSHIPS                           | 3,300                              | 0                            | 0                           | 0                               | 0                           | 0                  | 0                |
| 38-300-9710                         | TRANSFER FROM GENERAL FUND -OPERATIONS | 120,000                            | 129,240                      | 83,529                      | 83,529                          | 144,555                     | 144,555            | 144,555          |
| 38-300-9710                         | TRANSFER FROM GENERAL FUND -CAPITAL    |                                    | 62,585                       | 62,585                      | 62,585                          | 5,500                       | 5,500              | 5,500            |
| <b>TOTAL SOUTH HARBOR GOLF FUND</b> |                                        | <b>254,938</b>                     | <b>327,825</b>               | <b>283,623</b>              | <b>294,809</b>                  | <b>286,055</b>              | <b>286,055</b>     | <b>286,055</b>   |

**TOWN OF OAK ISLAND**  
**SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER                                        | DESCRIPTION                  | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD EXPENDED AS OF<br>5/31/2017 | ESTIMATED 6/30/17 YE<br>EXPENSE | DEPT. REQUEST<br>FY 17 - 18 | MANAGER RECOMMENDS | COUNCIL APPROVED |
|-------------------------------------------------------|------------------------------|------------------------------------|------------------------------|---------------------------------|---------------------------------|-----------------------------|--------------------|------------------|
| <b><u>SOUTH HARBOR GOLF - GROUNDS MAINTENANCE</u></b> |                              |                                    |                              |                                 |                                 |                             |                    |                  |
| 38-501-0220                                           | SALARIES & WAGES - FULL TIME | 71,275                             | 72,238                       | 65,237                          | 72,238                          | 71,194                      | 71,194             | 71,194           |
| 38-501-0230                                           | SALARIES & WAGES - PART TIME | 0                                  | 4,800                        | 0                               | 0                               | 4,800                       | 4,800              | 4,800            |
| 38-501-0250                                           | CELL PHONE ALLOWANCE         | 200                                | 600                          | 550                             | 600                             | 600                         | 600                | 600              |
| 38-501-0300                                           | FICA EXPENSE                 | 2,095                              | 5,939                        | 5,163                           | 5,526                           | 5,859                       | 5,859              | 5,859            |
| 38-501-0410                                           | GROUP INSURANCE              | 8,140                              | 11,816                       | 10,711                          | 11,816                          | 12,105                      | 12,105             | 12,105           |
| 38-501-0510                                           | LGERS RETIREMENT             | 4,981                              | 5,097                        | 4,922                           | 5,097                           | 5,140                       | 5,140              | 5,140            |
| 38-501-0520                                           | 401K SUPP RETIREMENT         | 0                                  | 1,040                        | 0                               | 0                               | 1,017                       | 1,017              | 1,017            |
| 38-501-0700                                           | UNEMPLOYMENT                 | 406                                | 434                          | 0                               | 434                             | 434                         | 434                | 434              |
| 38-501-0800                                           | WORKERS COMPENSATION         | 2,376                              | 2,463                        | 2,560                           | 2,560                           | 3,560                       | 3,560              | 3,560            |
| 38-501-2101                                           | CHEMICALS/FERTILIZERS/SOIL   | 16,988                             | 15,000                       | 14,826                          | 15,000                          | 17,000                      | 17,000             | 17,000           |
| 38-501-2102                                           | GOLF COURSE SUPPLIES         | 8,296                              | 8,000                        | 8,350                           | 8,500                           | 8,000                       | 8,000              | 8,000            |
| 38-501-2300                                           | VEHICLE SUPPLIES             | 5,908                              | 5,650                        | 5,327                           | 5,650                           | 4,000                       | 4,000              | 4,000            |
| 38-501-3710                                           | UNIFORMS                     | 0                                  | 700                          | 336                             | -                               | 700                         | 700                | 700              |
| 38-501-4120                                           | REPAIRS & MAINT -EQUIPMENT   | 22,233                             | 22,000                       | 22,599                          | 23,000                          | 30,100                      | 30,100             | 30,100           |
| 38-501-4400                                           | UTILITIES                    | 9,014                              | 7,200                        | 8,763                           | 9,700                           | 6,600                       | 6,600              | 6,600            |
| 38-501-5401                                           | CAPITAL OUTLAY               | 30,674                             | 62,585                       | 66,703                          | 66,703                          | 5,500                       | 5,500              | 5,500            |
| 38-501-6100                                           | CONTRACTED SERVICES          | 1,141                              | 3,800                        | 2,922                           | 3,800                           | 3,800                       | 3,800              | 3,800            |
| 38-501-9100                                           | EXPENDABLE EQUIPMENT         | 263                                | 500                          | 0                               | -                               | 500                         | 500                | 500              |
| 38-501-9672                                           | TRANSFER TO CAPITAL RESERVE  |                                    |                              |                                 | -                               | 10,000                      | 10,000             | 10,000           |
| 38-501                                                | DEPARTMENT TOTAL             | 183,988                            | 229,862                      | 218,968                         | 230,624                         | 190,909                     | 190,909            | 190,909          |



**SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                              |         |          |
|------|------------------------------------------------------------------------------------------------------------------------------|---------|----------|
| 2101 | <u>CHEMICALS/FERTILIZERS/SOIL</u><br>Estimated funds to purchase chemicals, fertilizers, etc.                                | TOTAL = | \$17,000 |
| 2102 | <u>GOLF COURSE SUPPLIES</u><br>Purchase supplies for course flags, boxes, cups, etc.                                         | TOTAL = | \$8,000  |
| 2300 | <u>VEHICLE SUPPLIES</u><br>Gas, oil, etc. for department vehicle use.                                                        | TOTAL = | \$4,000  |
| 3710 | <u>UNIFORMS</u><br>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><br>Includes reel grinding, Backlapping, bedknife grinding, etc. on a biweekly basis | TOTAL = | \$30,100 |
| 4400 | <u>UTILITIES</u><br>Estimated from past experience                                                                           | TOTAL = | \$6,600  |
| 5401 | <u>CAPITAL OUTLAY - EQUIPMENT</u><br>Used utility cart                                                                       | TOTAL = | \$5,500  |
| 6100 | <u>CONTRACTED SERVICES</u><br>Irrigation Control and pump system repairs. Aquatic Spraying # \$150.x 12 months \$1,800.00)   | TOTAL = | \$3,800  |
| 9100 | <u>EXPENDABLE EQUIPMENT</u><br>Gas powered maintenance tools such as trimmers, blowers, chainsaws, irrigation heads, etc.    | TOTAL = | \$500    |
|      | <u>TRANSFER TO CAPITAL RESERVE</u>                                                                                           |         |          |
| 9672 | Transfer toCapital Reserve for future equipment purchases                                                                    | TOTAL = | \$10,000 |
|      |                                                                                                                              | TOTAL = | \$86,200 |

TOWN OF OAK ISLAND  
SOUTH HARBOR GOLF - GROUNDS MAINTENANCE (38-501)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 17 - 18<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|
| Salaries/Benefits   | 89,472                       | 104,427                      | 104,709                                    | 0.27%                             | 104,709                                   | 0.27%                            |
| Operating Expenses  | 63,843                       | 62,850                       | 80,700                                     | 28.40%                            | 80,700                                    | 28.40%                           |
| Capital Outlay      | 30,674                       | 62,585                       | 5,500                                      | -91.21%                           | 5,500                                     | -91.21%                          |
| Contingency         | -                            | -                            | -                                          | 0.00%                             | -                                         | 0.00%                            |
| <b>TOTAL</b>        | <b>183,988</b>               | <b>229,862</b>               | <b>190,909</b>                             | <b>-16.95%</b>                    | <b>190,909</b>                            | <b>-16.95%</b>                   |
| <u>PERSONNEL</u>    | <u>FULL-TIME<br/>2</u>       | <u>PART-TIME<br/>1</u>       | <u>TOTAL<br/>3</u>                         |                                   |                                           |                                  |
|                     |                              |                              |                                            |                                   |                                           |                                  |
| <u>POSITIONS</u>    |                              |                              |                                            |                                   |                                           |                                  |
| Full Time           |                              |                              |                                            |                                   |                                           |                                  |
| Greenskeeper        |                              |                              |                                            |                                   |                                           | 1                                |
| Maintenance Worker  |                              |                              |                                            |                                   |                                           | 1                                |
|                     |                              |                              |                                            |                                   |                                           | 2                                |
| Part Time           |                              |                              |                                            |                                   |                                           |                                  |
| Grounds Maintenance |                              |                              |                                            |                                   |                                           | 1                                |
| <b>TOTAL</b>        |                              |                              |                                            |                                   |                                           | <b>3</b>                         |

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

FY 2017 - 2018

| NAME                                         | POSITION            | CURRENT<br>SALARY | REQUESTED<br>SALARY | ADOPTED<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE | # |
|----------------------------------------------|---------------------|-------------------|---------------------|-------------------|--------------------|---------------------|---|
| <b>SUBTOTAL SALARIES-FULLTIME</b>            |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 67,813         | \$ 67,813           | \$ 67,813         | \$ 67,813          | \$                  | 2 |
| Cell Phone Allowance                         |                     | 600               | 600                 | 600               | 600                |                     |   |
| (1 @ \$10.00 per Hour)                       | Grounds Maintenance | 2,000             | 4,800               | 4,800             | 4,800              |                     |   |
| <b>SUBTOTAL SALARIES-TEMPORARY PART-TIME</b> |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 2,600          | \$ 5,400            | \$ 5,400          | \$ 5,400           |                     | 1 |
| <b>TOTAL ALL SALARIES</b>                    |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 70,413         | \$ 73,213           | \$ 73,213         | \$ 73,213          |                     |   |
| EFFECTIVE MERIT                              |                     | -                 | 2,418               | 2,418             | 2,418              |                     |   |
| COLA                                         |                     |                   | 513                 | 513               | 513                |                     |   |
| CHRISTMAS BONUS                              |                     |                   | 450                 | 450               | 450                |                     |   |
| <b>TOTAL SALARIES &amp; OVERTIME</b>         |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 70,413         | \$ 76,594           | \$ 76,594         | \$ 76,594          |                     |   |
| <b>FRINGE BENEFIT COSTS</b>                  |                     |                   |                     |                   |                    |                     |   |
| GROUP INSURANCE                              |                     | 11,816            | 12,105              | 12,105            | 12,105             |                     |   |
| FICA & MEDICARE                              |                     | 5,939             | 5,859               | 5,859             | 5,859              |                     |   |
| UNEMPLOYMENT                                 |                     | 434               | 434                 | 434               | 434                |                     |   |
| WORKERS COMPENSATION                         |                     | 2,463             | 3,560               | 3,560             | 3,560              |                     |   |
| LGERS RETIREMENT                             |                     | 5,097             | 5,140               | 5,140             | 5,140              |                     |   |
| 401K RETIREMENT                              |                     | 1,040             | 1,017               | 1,017             | 1,017              |                     |   |
| <b>TOTAL FRINGE BENEFIT COSTS</b>            |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 26,789         | \$ 28,115           | \$ 28,115         | \$ 28,115          |                     |   |
| <b>GRAND TOTAL PERSONNEL BUDGET</b>          |                     |                   |                     |                   |                    |                     |   |
|                                              |                     | \$ 97,203         | \$ 104,709          | \$ 104,709        | \$ 104,709         |                     |   |

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

**FY 2017 - 2018**

| ACCOUNT<br>NUMBER              | DESCRIPTION                  | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD                            |  | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|--------------------------------|------------------------------|---------------------------------------|---------------------------------|--------------------------------|--|------------------------------------|--------------------------------|-----------------------|---------------------|
|                                |                              |                                       |                                 | EXPENDED<br>AS OF<br>5/31/2017 |  |                                    |                                |                       |                     |
| SOUTH HARBOR GOLF - OPERATIONS |                              |                                       |                                 |                                |  |                                    |                                |                       |                     |
| 38-738-0220                    | SALARIES & WAGES - PART TIME | 28,325                                | 59,631                          | 32,656                         |  | 36,600                             | 56,209                         | 56,209                | 56,209              |
| 38-738-0500                    | FICA EXPENSE                 | 3,691                                 | 4,562                           | 2,333                          |  | 2,638                              | 4,300                          | 4,300                 | 4,300               |
| 38-738-0700                    | UNEMPLOYMENT                 | 439                                   | 570                             | 0                              |  | -                                  | 536                            | 536                   | 536                 |
| 38-738-2100                    | PRO SHOP SUPPLIES            | 2,644                                 | 4,000                           | 2,693                          |  | 2,400                              | 3,500                          | 3,500                 | 3,500               |
| 38-738-2101                    | DEPARTMENTAL SUPPLIES        | 1,580                                 | 2,750                           | 2,380                          |  | 2,300                              | 2,750                          | 2,750                 | 2,750               |
| 38-738-2102                    | MERCHANDISING EXPENSE        | 4,594                                 | 5,000                           | 3,389                          |  | 3,202                              | 5,500                          | 5,500                 | 5,500               |
| 38-738-2400                    | TOURNAMENT EXPENSES          | 595                                   | 2,000                           | 159                            |  | 159                                | 2,000                          | 2,000                 | 2,000               |
| 38-738-3200                    | ADVERTISING                  | 5,415                                 | 4,000                           | 1,228                          |  | 1,228                              | 4,000                          | 4,000                 | 4,000               |
| 38-738-4120                    | EQUIPMENT REPAIRS & MAINT.   | 229                                   | 250                             | 240                            |  | 240                                | 250                            | 250                   | 250                 |
| 38-738-4300                    | TELEPHONE & POSTAGE          | 0                                     | 800                             | 0                              |  | -                                  | 800                            | 800                   | 800                 |
| 38-738-4301                    | INTERNET ACCESS              | 600                                   | 1,200                           | 0                              |  | -                                  | 1,200                          | 1,200                 | 1,200               |
| 38-738-4400                    | UTILITIES                    | 3,955                                 | 3,500                           | 4,587                          |  | 5,174                              | 3,500                          | 3,500                 | 3,500               |
| 38-738-6100                    | CONTRACTED SERVICES          | 174                                   | 400                             | 491                            |  | 491                                | 400                            | 400                   | 400                 |
| 38-738-6210                    | PRO SHOP LEASE               | 1,500                                 | 1,200                           | 900                            |  | 1,200                              | 1,200                          | 1,200                 | 1,200               |
| 38-738-6220                    | EQUIPMENT LEASE / RENTAL     | 7,087                                 | 7,500                           | 7,888                          |  | 7,553                              | 7,500                          | 7,500                 | 7,500               |
| 38-738-6600                    | CREDIT CARD FEES             | 1,450                                 | 600                             | 998                            |  | 1,000                              | 1,500                          | 1,500                 | 1,500               |
| 38-738                         | DEPARTMENT TOTAL             | 62,276                                | 97,963                          | 59,943                         |  | 64,185                             | 95,145                         | 95,145                | 95,145              |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)**  
**LINE ITEM FUNDING PROPOSAL**  
**FY 2017 - 2018**

|      |                                                                                                                                                                     |         |                         |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------|
| 2100 | <u>PRO SHOP SUPPLIES</u><br>Estimated funds to purchase supplies.                                                                                                   | TOTAL = | \$3,500                 |
| 2101 | <u>DEPARTMENTAL SUPPLIES</u><br>Estimated funds to purchase supplies.                                                                                               | TOTAL = | \$2,750                 |
| 2102 | <u>MERCHANDISING EXPENSE</u><br>pro shop merchandise for resale                                                                                                     | TOTAL = | \$5,500                 |
| 2400 | <u>TOURNAMENT EXPENSES</u><br>golf tournaments for members and to promote the golf course                                                                           | TOTAL = | \$2,000                 |
| 3200 | <u>ADVERTISING</u><br>Anticipated LGERS advertising to encourage to play at course                                                                                  | TOTAL = | \$4,000                 |
| 4120 | <u>EQUIPMENT REPAIRS &amp; MAINTENANCE</u><br>Estimated from past experience                                                                                        | TOTAL = | \$250                   |
| 4300 | <u>TELEPHONE &amp; POSTAGE</u><br>Estimated funds needed for basic administrative operations plus added amount for mailings of educational materials, notices, etc. | TOTAL = | \$800                   |
| 4301 | <u>INTERNET ACCESS</u><br>Required for new credit card billing                                                                                                      | TOTAL = | \$3,500                 |
| 4400 | <u>UTILITIES</u><br>Estimated from review of current year utility bills                                                                                             | TOTAL = | \$1,200                 |
| 6100 | <u>CONTRACTED SERVICES</u><br>Estimated based on current year                                                                                                       | TOTAL = | \$400                   |
| 6210 | <u>PRO SHOP LEASE</u><br>Same as prior year                                                                                                                         | TOTAL = | \$7,500                 |
| 6220 | <u>EQUIPMENT LEASE/RENTAL</u><br>Estimated based on current year                                                                                                    | TOTAL = | \$1,500                 |
| 6600 | <u>CREDIT CARD FEES</u><br>Estimated per review of prior year credit card statements                                                                                | TOTAL = | \$1,200                 |
|      |                                                                                                                                                                     |         | <u>TOTAL = \$34,100</u> |

TOWN OF OAK ISLAND  
SOUTH HARBOR GOLF - OPERATIONS  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 17 - 18<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> | <u>POSITIONS</u>      |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|-----------------------|
| Salaries/Benefits   | 32,455                       | 64,763                       | 61,045                                     | -5.74%                            | 61,045                                    | -5.74%                           | Pro Shop Attendants 6 |
| Operating Expenses  | 29,821                       | 33,200                       | 34,100                                     | 2.71%                             | 34,100                                    | 2.71%                            |                       |
| Capital Outlay      | 0                            | -                            | -                                          | -                                 | -                                         | -                                |                       |
| <b>TOTAL</b>        | <b>62,276</b>                | <b>97,963</b>                | <b>95,145</b>                              | <b>-2.88%</b>                     | <b>95,145</b>                             | <b>-2.88%</b>                    |                       |
| <u>PERSONNEL</u>    | <u>FULL-TIME</u>             | <u>PART-TIME</u>             | <u>TOTAL</u>                               |                                   |                                           |                                  | <u>TOTAL</u>          |
|                     | 0                            | 5                            | 5                                          |                                   |                                           |                                  | 6                     |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - SOUTH HARBOR GOLF - OPERATIONS (38-738)**  
**PERSONNEL COST DATA**  
**FY 2017 - 2018**

| NAME                         | POSITION | CURRENT<br>SALARY | Requested<br>Salary | Adopted<br>SALARY | APPROVED<br>SALARY | ANNUAL<br>INSURANCE<br># |
|------------------------------|----------|-------------------|---------------------|-------------------|--------------------|--------------------------|
| No Full Time Employees       |          |                   |                     |                   |                    |                          |
| SUBTOTAL SALARIES-FULLTIME   |          | \$ - \$           | - \$                | - \$              | -                  | \$ -                     |
| TOTAL ALL SALARIES           |          | \$ 53,648 \$      | 53,648 \$           | 53,648 \$         | 53,648             |                          |
| EFFECTIVE MERIT              |          | 454 \$            | 1,913 \$            | 1,913 \$          | 1,913              |                          |
| COLA                         | 3.57%    | \$                | 406 \$              | 406 \$            | 406                |                          |
| CHRISTMAS BONUS              | 0.8%     | 648 \$            | 648 \$              | 648 \$            | 648                |                          |
| TOTAL SALARIES & OVERTIME    |          | \$ 54,750 \$      | 56,209 \$           | 56,209 \$         | 56,209             |                          |
| FRINGE BENEFIT COSTS         |          |                   |                     |                   |                    |                          |
| FICA & MEDICARE              | 7.65%    | 4,562 \$          | 4,300 \$            | 4,300 \$          | 4,300              |                          |
| UNEMPLOYMENT                 | \$217    | 570 \$            | 536 \$              | 536 \$            | 536                |                          |
| TOTAL FRINGE BENEFIT COSTS   |          | \$ 5,132 \$       | 4,836 \$            | 4,836 \$          | 4,836              |                          |
| GRAND TOTAL PERSONNEL BUDGET |          | \$ 59,882 \$      | 61,045 \$           | 61,045 \$         | 61,045             |                          |

**TOWN OF OAK ISLAND**  
**REVENUES SEWER DISTRICT FUND (39)**  
**FY 2017 - 2018**

| Account Number                              | Description                | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D. Revenue<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept. Request<br>FY 17 - 18 | Manager Recommends |
|---------------------------------------------|----------------------------|------------------------------------|------------------------------|-----------------------------|---------------------------------|-----------------------------|--------------------|
| 39-300-5610                                 | SDF REVENUE - CURRENT YEAR | 2,318,391                          | 2,291,239                    | 2,288,334                   | 2,288,334                       | 2,138,161                   | 2,138,161          |
| 39-300-5620                                 | SDF REVENUE - PRIOR YEAR   | 172,664                            | 10,000                       | 122,389                     | 122,389                         | 20,000                      | 20,000             |
| 39-300-8952                                 | SDF INTEREST AND CHARGES   | 0                                  | 0                            | 0                           | 0                               | 0                           | 0                  |
| <b>39-300 TOTAL SEWER DISTRICT FEE FUND</b> |                            | <b>2,491,056</b>                   | <b>2,301,239</b>             | <b>2,410,723</b>            | <b>2,410,723</b>                | <b>2,158,161</b>            | <b>2,158,161</b>   |



**TOWN OF OAK ISLAND**  
**SEWER DISTRICT FEE (39-835)**  
**FY 2017 - 2018**

| ACCOUNT NUMBER | DESCRIPTION                 | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>FY 16 - 17<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|----------------|-----------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| 39-835-9631    | TRANSFER TO WASTEWATER FUND | 2,270,232                          | 2,301,239                    | 2,410,723                          | 2,410,723                          | 2,158,161                      | 2,158,161             | 2,158,161           |
| 39-835         | DEPARTMENT TOTAL            | <u>2,270,232</u>                   | <u>2,301,239</u>             | <u>2,410,723</u>                   | <u>2,410,723</u>                   | <u>2,158,161</u>               | <u>2,158,161</u>      | <u>2,158,161</u>    |

TOWN OF OAK ISLAND  
REVENUES ACCOMMODATIONS TAX FUND (45)  
FY 2017 - 2018

| Account Number                | Description                            | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As Of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommendations | Council<br>Approved |
|-------------------------------|----------------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| 45-300-8102                   | MISCELLANEOUS REVENUES                 | 0                                  | 1,000                        | 0                                    | 0                               | 1,000                          | 1,000                      | 1,000               |
| 45-300-5700                   | ACCOMMODATIONS RECEIPTS                | 659,982                            | 600,000                      | 803,373                              | 847,500                         | 650,000                        | 650,000                    | 650,000             |
| 45-300-8102                   | REBUILD THE PIER DONATIONS             | 0                                  | 0                            | 2,461                                | 2,461                           | 0                              | 0                          | 0                   |
| 45-300-9765                   | REPAYMENT - WASTEWATER CAPITAL PROJECT | 56,000                             | 56,000                       | 56,000                               | 56,000                          | 56,000                         | 56,000                     | 56,000              |
| 45-300-9800                   | APPROPRIATED FUND BALANCE              |                                    |                              |                                      |                                 |                                |                            |                     |
| TOTAL ACCOMMODATIONS TAX FUND |                                        | 715,982                            | 657,000                      | 861,834                              | 905,961                         | 707,000                        | 707,000                    | 707,000             |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)**  
**FY 2017 - 2018**

| Account Number                        | Description                   | PREVIOUS YEAR ACTUAL<br>FY 15 - 16 | CURRENT BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|---------------------------------------|-------------------------------|------------------------------------|------------------------------|------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>ACCOMMODATIONS TAX FUND 45-745</b> |                               |                                    |                              |                                    |                                    |                                |                       |                     |
| 45-745-3101                           | PROFESSIONAL SERVICES         | 40340                              | 20,000                       | 5,074                              | 20,000                             | 20,000                         | 20,000                | 20,000              |
| 45-745-4110                           | REPAIRS & MAINT - GREENHOUSES | 1,608                              | 2,000                        | 552                                | 2,000                              | 2,000                          | 2,000                 | 2,000               |
| 45-745-4112                           | REPAIRS - OAK ISLAND PIER     | 16,986                             | 88,625                       | 4,368                              | 5,000                              | -                              | -                     | -                   |
| 45-745-4113                           | PIER - STORM DAMAGE           | 143                                |                              | 9,653                              | 9,028                              | -                              | -                     | -                   |
| 45-745-4115                           | TOURISIM & MARKETING DEVELOP. |                                    | 45,000                       | 0                                  | 45,000                             | 12,000                         | 12,000                | 12,000              |
| 45-745-4116                           | BEACH 30 YR MAINTENANCE PLAN  | 225,181                            | 150,000                      | 132,872                            | 150,000                            | 17,500                         | 17,500                | 17,500              |
| 45-745-4140                           | BULKHEADING                   | 272                                | 24,000                       | 2,609                              | 24,000                             | 24,000                         | 24,000                | 24,000              |
| 45-745-4141                           | DUNES MAINTENANCE             | 3,956                              |                              | 1,029                              | 362                                | -                              | -                     | -                   |
| 45-745-4400                           | UTILITIES - GREENHOUSES       | 5,415                              | 6,000                        | 4,586                              | 6,000                              | 6,000                          | 6,000                 | 6,000               |
| 45-745-4500                           | OKI PIER INSURANCE            | 61,375                             | 61,375                       | 46,161                             | 61,375                             | 61,375                         | 61,375                | 61,375              |
| 45-745-5420                           | CAPITAL OUTLAY                | 25,633                             | -                            | 0                                  | -                                  | -                              | -                     | -                   |
| 45-745-6100                           | CONTRACTED SERVICES           | 100                                | 10,000                       | 8,566                              | 10,000                             | 10,000                         | 10,000                | 10,000              |
| 45-745-9610                           | TRANSFER TO PIER PROJECT FUND |                                    | 182,147                      |                                    | 182,147                            | 554,125                        | 554,125               | 554,125             |
| 45-745-9647                           | TRANSFER TO GF- PIER DEBT     |                                    | 22,853                       | 0                                  | 22,853                             | -                              | -                     | -                   |
| 45-745-9700                           | RESERVE FOR FUND BALANCE      |                                    | 45,000                       | 0                                  | 45,000                             | -                              | -                     | -                   |
| <b>45-745 DEPARTMENT TOTAL</b>        |                               |                                    |                              |                                    |                                    |                                |                       |                     |
|                                       |                               | 381,008                            | 657,000                      | 215,470                            | 582,765                            | 707,000                        | 707,000               | 707,000             |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - ACCOMMODATIONS TAX FUND (45-745)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                                      |         |                  |
|------|----------------------------------------------------------------------------------------------------------------------|---------|------------------|
| 3101 | <u>PROFESSIONAL SERVICES</u><br>Anticipated Professional fees from anticipated projects                              | TOTAL = | \$20,000         |
| 4110 | <u>REPAIRS &amp; MAINTENANCE - GREEN HOUSE</u><br>Based on prior year and anticipated costs for the upcoming year    | TOTAL = | \$2,000          |
| 4115 | <u>TOURISIM &amp; MARKETING DEVELOP.</u><br>Based on planned tourism initiative for the upcoming year                | TOTAL = | \$12,000         |
| 4116 | <u>BEACH WIDE MAINTENANCE PLAN</u><br>Moffitt & Nichol Beach wide 30 year maintenance Plan                           | TOTAL = | \$17,500         |
| 4400 | <u>UTILITIES - GREEN HOUSES</u><br>Based on prior year and anticipated costs for the upcoming year                   | TOTAL = | \$6,000          |
| 4500 | <u>OKI PIER INSURANCE</u><br>Anticipated Pier Liability Insurance                                                    | Total   | \$61,375         |
| 6100 | <u>CONTRACTED SERVICES</u><br>Based on anticipated services to be required in FY 2017 - 2018                         | TOTAL = | \$10,000         |
| 4140 | <u>BULKHEADING</u><br>Additional work will need to be performed this year due to conditions of bulkheads and steps   | TOTAL = | \$24,000         |
| 9610 | <u>TRANSFER TO PIER CONSTRUCTION PROJECT</u><br>Transfer funds to Pier Construct Project Fund for construction Costs | TOTAL = | \$554,125        |
|      |                                                                                                                      | TOTAL = | <u>\$707,000</u> |
|      |                                                                                                                      | Summary | \$707,000        |



TOWN OF OAK ISLAND  
ACCOMMODATIONS TAX FUND 45-745  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | <u>FY 15 - 16<br/>ACTUAL</u> | <u>FY 16 - 17<br/>BUDGET</u> | <u>REQUESTED<br/>FY 17 - 18<br/>BUDGET</u> | <u>REQUESTED<br/>%<br/>CHANGE</u> | <u>APPROVED<br/>FY 17 - 18<br/>BUDGET</u> | <u>APPROVED<br/>%<br/>CHANGE</u> |
|---------------------|------------------------------|------------------------------|--------------------------------------------|-----------------------------------|-------------------------------------------|----------------------------------|
| Operating Expenses  | 355,275                      | 397,000                      | 152,875                                    | -61.49%                           | 152,875                                   | -61.49%                          |
| Capital Outlay      | 25,633                       | -                            | -                                          | -                                 | -                                         | -                                |
| Transfers           | -                            | 22,853                       | -                                          | -                                 | -                                         | -                                |
| Reserves            | -                            | 250,000                      | 554,125                                    | 0.00%                             | 554,125                                   | 0.00%                            |
| <b>TOTAL</b>        | <b>380,908</b>               | <b>669,853</b>               | <b>707,000</b>                             | <b>5.55%</b>                      | <b>707,000</b>                            | <b>5.55%</b>                     |

TOWN OF OAK ISLAND  
BEACH TAX FUND (46)  
FY 2017 - 2018

| Account Number                | Description                               | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As Of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommendations | Council<br>Approved |
|-------------------------------|-------------------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| 46-300-3700                   | NCNDER - LOCKWOOD FOLLEY PROJECT          | 122,930                            | 0                            | 0                                    | 0                               | 0                              | 0                          | 0                   |
| 46-300-3800                   | BRUNSWICK CO. LOCKWOOD FOLLEY PROJECT     | 166,666                            | 166,666                      | 166,666                              | 166,666                         | 0                              | 0                          | 0                   |
| 46-300-8956                   | RESTRICTED A-TAX (BEACH NOURISHMENT)      | 424,161                            | 375,000                      | 535,681                              | 564,700                         | 450,000                        | 450,000                    | 450,000             |
| 46-300-9765                   | REPAYMENT FROM WASTEWATER CAPITAL PROJECT | 294,000                            | 294,000                      | 294,000                              | 294,000                         | 294,000                        | 294,000                    | 294,000             |
| 46-300-9800                   | APPROPRIATED FUND BALANCE                 | 0                                  | 0                            | 0                                    | 0                               | 0                              | 0                          | 0                   |
| TOTAL ACCOMMODATIONS TAX FUND |                                           | 1,007,757                          | 835,666                      | 996,347                              | 1,025,366                       | 744,000                        | 744,000                    | 744,000             |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - BEACH TAX FUND (46-746)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER              | DESCRIPTION                        | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|--------------------------------|------------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>BEACH TAX FUND 46-746</b>   |                                    |                                       |                                 |                                       |                                    |                                |                       |                     |
| 46-746-4111                    | REPAIR BEACH ACCESS WALKWAY        | 38                                    | 25,000                          | 0                                     | 25,000                             | 50,000                         | 50,000                | 50,000              |
| 46-746-4140                    | EMERGENCY SAND PROJECT             | 0                                     | 661,625                         | 661,625                               | 661,625                            |                                |                       |                     |
| 46-746-4141                    | DUNE MAINTENANCE                   | 14,844                                | 15,000                          | 4,226                                 | 15,000                             | 50,000                         | 50,000                | 50,000              |
| 46-746-4801                    | LOCKWOOD FOLLY DREDGING            | 661,307                               | 27,795                          | 27,234                                | 51,318                             | 25,667                         | 25,667                | 25,667              |
| 46-746-9672                    | TRANSFER TO BEACH NOURISHMENT PROJ | 0                                     | -                               | 0                                     |                                    | 618,333                        | 618,333               | 618,333             |
| 46-746-9700                    | RESERVE FOR FUND BALANCE           | 0                                     | 106,246                         | 0                                     |                                    | -                              | -                     | -                   |
| <b>46-746 DEPARTMENT TOTAL</b> |                                    |                                       |                                 |                                       |                                    |                                |                       |                     |
|                                |                                    | <b>676,190</b>                        | <b>835,666</b>                  | <b>693,085</b>                        | <b>752,943</b>                     | <b>744,000</b>                 | <b>744,000</b>        | <b>744,000</b>      |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - BEACH TAX FUND (46-746)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                                 |         |                  |
|------|-----------------------------------------------------------------------------------------------------------------|---------|------------------|
| 4200 | <u>REPAIR BEACH ACCESS/WALKWAY</u><br>Based on Planned additional repairs to beach accesses                     | TOTAL = | \$50,000         |
| 4403 | <u>DUNES MAINTENANCE</u><br>Based on Planned maintenance to dunes during upcoming season                        | TOTAL = | \$50,000         |
| 4801 | <u>DREDGING PROJECT</u><br>Lockwood Folley Bird Monitoring for upcoming year (\$2,138.95 X 12 Months =\$25,667) | TOTAL = | \$25,667         |
| 9672 | <u>TRANSFER TO BEACH NOURISHMENT PROJECT</u><br>Begin to reserve funds for future beach nourishment projects    | TOTAL = | \$618,333        |
|      |                                                                                                                 | TOTAL = | <u>\$744,000</u> |
|      |                                                                                                                 | Summary | \$744,000        |



TOWN OF OAK ISLAND  
BEACH TAX FUND 46-746  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | FY 15 - 16<br><u>ACTUAL</u> | FY 16 - 17<br><u>BUDGET</u> | REQUESTED                   |                    | REQUESTED                   |                    | APPROVED                    |                    |
|---------------------|-----------------------------|-----------------------------|-----------------------------|--------------------|-----------------------------|--------------------|-----------------------------|--------------------|
|                     |                             |                             | FY 17 - 18<br><u>BUDGET</u> | %<br><u>CHANGE</u> | FY 17 - 18<br><u>BUDGET</u> | %<br><u>CHANGE</u> | FY 17 - 18<br><u>BUDGET</u> | %<br><u>CHANGE</u> |
| Operating Expenses  | 676,190                     | 835,666                     | 744,000                     | -10.97%            | 744,000                     | -10.97%            | 744,000                     | -10.97%            |
| Capital Outlay      | 0                           | -                           | -                           | -                  | -                           | -                  | -                           | -                  |
| Transfers           | 0                           | -                           | -                           | 0.00%              | -                           | 0.00%              | -                           | 0.00%              |
| <b>TOTAL</b>        | <b>676,190</b>              | <b>835,666</b>              | <b>744,000</b>              | <b>-10.97%</b>     | <b>744,000</b>              | <b>-10.97%</b>     | <b>744,000</b>              | <b>-10.97%</b>     |

TOWN OF OAK ISLAND  
BEACH RENOURISHMENT (47)  
FY 2017 - 2018

| Account Number                        | Description                              | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As Of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommendations | Council<br>Approved |
|---------------------------------------|------------------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| <b>BEACH RENOURISHMENT (47)</b>       |                                          |                                    |                              |                                      |                                 |                                |                            |                     |
| 47-300-1100                           | CURRENT YEAR DESIGNATED BEACH FUND TAXES | 0                                  | 0                            | 0                                    | 0                               | 484,551                        | 484,551                    | 484,551             |
| 47-300-3700                           | TRANSFER FROM BEACH TAX FUND             | 0                                  | 0                            | 0                                    | 0                               | 618,333                        | 618,333                    | 618,333             |
|                                       |                                          |                                    | 0                            | 0                                    |                                 | 0                              | 0                          | 0                   |
| <b>TOTAL BEACH RENOURISHMENT FUND</b> |                                          | 0                                  | 0                            | 0                                    | 0                               | 1,102,884                      | 1,102,884                  | 1,102,884           |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY - BEACH TAX FUND (47-746)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER            | DESCRIPTION                   | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|------------------------------|-------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>BEACH TAX FUND 46-746</b> |                               |                                       |                                 |                                       |                                    |                                |                       |                     |
| 47-746-9700                  | RESERVE FOR BEACH NOURISHMENT | 0                                     | -                               | 0                                     | -                                  | 1,102,884                      | 1,102,884             | 1,102,884           |
| <hr/>                        |                               |                                       |                                 |                                       |                                    |                                |                       |                     |
| 46-746                       | DEPARTMENT TOTAL              | 0                                     | -                               | 0                                     | -                                  | 1,102,884                      | 1,102,884             | 1,102,884           |
| <hr/>                        |                               |                                       |                                 |                                       |                                    |                                |                       |                     |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - BEACH TAX FUND (47-746)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|       |                                                              |         |                    |
|-------|--------------------------------------------------------------|---------|--------------------|
| 9672  | <u>RESERVE FOR FUND BALANCE</u>                              |         |                    |
|       | Begin to reserve funds for future beach nourishment projects | TOTAL = | \$1,102,884        |
| <hr/> |                                                              |         |                    |
|       |                                                              | TOTAL = | <u>\$1,102,884</u> |
|       |                                                              | Summary | \$1,102,884        |



TOWN OF OAK ISLAND  
PIER REBUILD PROJECT (48)  
FY 2017 - 2018

| Account<br>Number | Description                       | Previous<br>Year Actual<br>FY 15 - 16 | Current<br>Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue<br>As Of<br>5/31/2017 | Estimated<br>Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommends | Council<br>Approved |
|-------------------|-----------------------------------|---------------------------------------|---------------------------------|-----------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| 48-300-3700       | TRANSFER FROM ACCOMMODATIONS FUND | 0                                     | 175,000                         | 0                                       | 0                                  | 554,125                        | 554,125               | 554,125             |
|                   |                                   |                                       | 0                               |                                         |                                    | 0                              | 0                     | 0                   |
|                   | TOTAL PIER REBUILD PROJECT FUND   | 0                                     | 175,000                         | 0                                       | 0                                  | 554,125                        | 554,125               | 554,125             |

TOWN OF OAK ISLAND  
PIER REBUILD PROJECT (48)  
FY 2017 - 2018

| ACCOUNT<br>NUMBER            | DESCRIPTION              | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|------------------------------|--------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
| <b>BEACH TAX FUND 46-746</b> |                          |                                       |                                 |                                       |                                    |                                |                       |                     |
| 48-748-6100                  | ENGINEERING SERVICES     | 0                                     | 175,000                         | 18,943                                | 18,943                             | 554,125                        | -                     | -                   |
| 48-748-9700                  | RESERVE FOR FUND BALANCE | -                                     | -                               | 0                                     | -                                  | 554,125                        | 554,125               | 554,125             |
| <hr/>                        |                          |                                       |                                 |                                       |                                    |                                |                       |                     |
| 46-746                       | DEPARTMENT TOTAL         | 0                                     | -                               | 0                                     | -                                  | 554,125                        | 554,125               | 554,125             |
| <hr/>                        |                          |                                       |                                 |                                       |                                    |                                |                       |                     |

TOWN OF OAK ISLAND  
PIER REBUILD PROJECT (48)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

9700 RESERVE FOR FUND BALANCE

Begin to reserve funds for Pier Rebuild Project

TOTAL = \$554,125

TOTAL = \$554,125

Summary \$554,125

**TOWN OF OAK ISLAND**  
**REVENUES CAPITAL RESERVE FUND (72)**  
**FY 2017 - 2018**

| Account Number | Description                   | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 2017 - 2018 | Manager<br>Recommendations | Council<br>Approved |
|----------------|-------------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|------------------------------------|----------------------------|---------------------|
| 72-300-9700    | TRANSFER FROM GENERAL FUND    | 0                                  | 259,982                      | 259,982                              | 259,982                         | 346,941                            | 346,941                    | 346,941             |
| 72-300-9735    | TRANSFER FROM STORMWATER      |                                    | 85,447                       | 85,447                               | 85,447                          | 0                                  | 0                          | 0                   |
| 72-300-9752    | TRANSFER FROM FIRE DEPARTMENT | 0                                  | 0                            |                                      |                                 | 100,000                            | 100,000                    | 100,000             |
| 72-300-9736    | TRANSFER FROM WASTEWATER      | 76,249                             | 323,751                      | 323,751                              | 323,751                         | 271,417                            | 271,417                    | 271,417             |
| 72-300-9736    | TRANSFER FROM WASTEWATER      | 0                                  | 286,000                      | 286,000                              | 286,000                         |                                    |                            |                     |
| 72-300-9738    | TRANSFER FROM GOLF COURSE     |                                    |                              |                                      |                                 | 10,000                             | 10,000                     | 10,000              |
| 72-300-9800    | APPROPRIATED FUND BALANCE     | 28,767                             | 0                            |                                      |                                 | 0                                  | 0                          | 0                   |
| 72-300         | TOTAL CAPITAL RESERVE FUND    | 105,016                            | 955,180                      | 955,180                              | 955,180                         | 728,358                            | 728,358                    | 728,358             |



**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY CAPITAL RESERVE FUND (72-772)**  
**FY 2017 - 2018**

| Account<br>Number                  | Description               | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>6/30/17 YE<br>EXPENSE | DEPT.<br>REQUEST<br>FY 2017 - 2018 | MANAGER<br>RECOMMENDS |
|------------------------------------|---------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|------------------------------------|-----------------------|
|                                    |                           | \$                                    | \$                              | \$                                    | \$                                 | \$                                 | \$                    |
| <b><u>CAPITAL RESERVE FUND</u></b> |                           |                                       |                                 |                                       |                                    |                                    |                       |
| 72-772-9700                        | TRANSFER TO GENERAL FUND  | 0                                     | 75,160                          | 14,160                                | 75,160                             | 0                                  | 0                     |
| 72-772-9636                        | TRANSFER TO STORM WATER   | 0                                     | 0                               |                                       |                                    | 0                                  | 0                     |
| 72-772-9736                        | TRANSFER TO WASTEWATER    | 0                                     | 0                               | 117,000                               | 117,000                            | 0                                  | 0                     |
| 72-772-9752                        | TRANSFER TO FIRE DEPT     | 0                                     | 0                               |                                       |                                    | 0                                  | 0                     |
| 72-772-9800                        | APPROPRIATED FUND BALANCE | 28,767                                | 880,020                         |                                       | 0                                  | 728,358                            | 728,358               |
| <b>72-420</b>                      | <b>DEPARTMENT TOTAL</b>   | <b>28,767</b>                         | <b>955,180</b>                  | <b>131,160</b>                        | <b>192,160</b>                     | <b>728,358</b>                     | <b>728,358</b>        |

**TOWN OF OAK ISLAND**  
**REVENUES BEACH PRESERVATION FUND (74)**  
**FY 2017 - 2018**

| Account Number                 | Description                | Previous Year Actual<br>FY 15 - 16 | Current Budget<br>FY 16 - 17 | Y.T.D.<br>Revenue As Of<br>5/31/2017 | Estimated Revenue<br>FY 16 - 17 | Dept.<br>Request<br>FY 17 - 18 | Manager<br>Recommendations | Council<br>Approved |
|--------------------------------|----------------------------|------------------------------------|------------------------------|--------------------------------------|---------------------------------|--------------------------------|----------------------------|---------------------|
| <b>BEACH PRESERVATION FUND</b> |                            |                                    |                              |                                      |                                 |                                |                            |                     |
| 74-300-1500                    | INTEREST EARNED            | 2                                  | 0                            | 0                                    | 0                               | 0                              | 0                          | 0                   |
| 74-300-4620                    | FUND RAISERS & SPONSORSHIP | 12,876                             | 6,400                        | 12,558                               | 6,400                           | 6,400                          | 6,400                      | 6,400               |
| 74-300-5520                    | MEMBERSHIPS                | 9,329                              | 8,500                        | 4,601                                | 8,500                           | 8,500                          | 8,500                      | 8,500               |
| 74-300-8200                    | DONATIONS                  | 457                                | 1,500                        | 269                                  | 1,500                           | 1,500                          | 1,500                      | 1,500               |
| 74-300-8959                    | APPROPRIATED FUND BALANCE  | 0                                  | 25,000                       | 0                                    | 25,000                          | 5,000                          | 5,000                      | 5,000               |
| <b>TOTAL BEACH TAX FUND</b>    |                            | <b>22,664</b>                      | <b>41,400</b>                | <b>17,428</b>                        | <b>41,400</b>                   | <b>21,400</b>                  | <b>21,400</b>              | <b>21,400</b>       |

**TOWN OF OAK ISLAND**  
**BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)**  
**FY 2017 - 2018**

| ACCOUNT<br>NUMBER              | DESCRIPTION                                | PREVIOUS<br>YEAR ACTUAL<br>FY 15 - 16 | CURRENT<br>BUDGET<br>FY 16 - 17 | YTD<br>EXPENDED<br>AS OF<br>5/31/2017 | ESTIMATED<br>EXPENSE<br>FY 16 - 17 | DEPT.<br>REQUEST<br>FY 17 - 18 | MANAGER<br>RECOMMENDS | COUNCIL<br>APPROVED |
|--------------------------------|--------------------------------------------|---------------------------------------|---------------------------------|---------------------------------------|------------------------------------|--------------------------------|-----------------------|---------------------|
|                                |                                            | \$                                    | \$                              | \$                                    | \$                                 | \$                             | \$                    | \$                  |
| <b>BEACH PRESERVATION FUND</b> |                                            |                                       |                                 |                                       |                                    |                                |                       |                     |
| 74-774-0230                    | BEACH AMBASSADOR                           | 4,451                                 | 3,500                           | 3,023                                 | 3,500                              | 3,500                          | 3,500                 | 3,500               |
| 74-774-0300                    | FICA                                       | 347                                   | 500                             | 231                                   | 500                                | 268                            | 268                   | 268                 |
| 74-774-2100                    | BEACH EDUCATION - SUPPLIES                 | 1,866                                 | 2,500                           | 2,446                                 | 2,500                              | 2,500                          | 2,500                 | 2,500               |
| 74-774-2101                    | COMMUNITY EVENTS                           | 1,217                                 | 500                             | 454                                   | 500                                | 500                            | 500                   | 500                 |
| 74-774-2102                    | NEWSLETTER                                 | 884                                   | 1,300                           | 351                                   | 1,300                              | 1,000                          | 1,000                 | 1,000               |
| 74-774-2103                    | BEACH LOVER'S CAMPAIGN & VISITOR AMENITIES | 1,464                                 | 6,800                           | 6,543                                 | 6,800                              | 6,800                          | 6,800                 | 6,800               |
| 74-774-2104                    | MEMBERSHIP RECRUITMENT & RECOGNITION       | 0                                     | 1,000                           | 124                                   | 1,000                              | 800                            | 800                   | 800                 |
| 74-774-2401                    | FUND RAISING EVENTS                        | 2,269                                 | 3,200                           | 2,603                                 | 3,200                              | 3,200                          | 3,200                 | 3,200               |
| 74-774-3300                    | ORGANIZATIONAL MEMBERSHIP DUES             | 0                                     | 500                             | 280                                   | 500                                | 250                            | 250                   | 250                 |
| 74-774-3600                    | CONFERENCE PARTICIPATION                   | 0                                     | 0                               | 0                                     | 0                                  | 500                            | 500                   | 500                 |
| 74-774-6100                    | JUNIOR BEACH                               | 1,000                                 | 600                             | 0                                     | 600                                | 0                              | 0                     | 0                   |
| 74-774-6106                    | BEACH AMBASSADOR EXPENSES                  | 738                                   | 1,000                           | 0                                     | 1,000                              | 2,082                          | 2,082                 | 2,082               |
| 74-774-6110                    | HURRICANE DAMAGES TO AMENITIES             | 0                                     | 20,000                          | 9,741                                 | 20,000                             | 0                              | 0                     | 0                   |
| <b>74-774</b>                  | <b>DEPARTMENT TOTAL</b>                    | <b>14,236</b>                         | <b>41,400</b>                   | <b>25,797</b>                         | <b>41,400</b>                      | <b>21,400</b>                  | <b>21,400</b>         | <b>21,400</b>       |

TOWN OF OAK ISLAND  
BUDGET SUMMARY -BEACH PRESERVATION FUND (74-774)  
LINE ITEM FUNDING PROPOSAL  
FY 2017 - 2018

|      |                                                                                                        |         |          |
|------|--------------------------------------------------------------------------------------------------------|---------|----------|
| 2100 | <u>SUPPLIES-BEACH EDUCATION</u><br>Based on board planned expenditures                                 | TOTAL = | \$2,500  |
| 2101 | <u>FLOAT AND OTHER OKI EVENTS</u><br>Based on board planned expenditures and current year expenditures | TOTAL = | \$500    |
| 2102 | <u>NEWSLETTER</u><br>Same as last year                                                                 | TOTAL = | \$1,000  |
| 2103 | <u>MEMBERSHIP RECRUITMENT AND RECOGNITION</u><br>Based on board planned expenditures                   | TOTAL = | \$6,800  |
| 2104 | <u>BEACH LOVERS CAMPAIGN</u><br>Based on board planned expenditures                                    | TOTAL = | \$800    |
| 2401 | <u>FUNDRAISING EVENTS</u><br>Based on board planned expenditures                                       | TOTAL = | \$3,200  |
| 3300 | <u>DUES &amp; SUBSCRIPTIONS</u><br>Same as last year                                                   | TOTAL = | \$250    |
| 3600 | <u>CONFERENCE PARTICIPATION</u><br>Same as last year                                                   | TOTAL = | \$500    |
| 6106 | <u>BEACH AMBASSADOR EXPENSES</u><br>Based on board planned expenditures                                | TOTAL = | \$2,082  |
| 6106 | <u>HURRICANE DAMAGE TO AMENTITIES</u><br>Based on board planned expenditures                           | TOTAL = |          |
|      |                                                                                                        | TOTAL   | \$17,632 |



TOWN OF OAK ISLAND  
BUDGET SUMMARY - BEACH PRESERVATION FUND (74-774)  
DEPARTMENT SUMMARY  
FY 2017 - 2018

| <u>EXPENDITURES</u> | FY 15 - 16<br><u>ACTUAL</u> | FY 16 - 17<br><u>BUDGET</u> | REQUESTED<br>FY 17 - 18<br><u>BUDGET</u> | %<br><u>CHANGE</u> | APPROVED<br>FY 16 - 17<br><u>BUDGET</u> | APPROVED<br>%<br><u>CHANGE</u> |
|---------------------|-----------------------------|-----------------------------|------------------------------------------|--------------------|-----------------------------------------|--------------------------------|
| Operating Expenses  | 14,236                      | 41,400                      | 21,400                                   | -93.46%            | 21,400                                  | -48.31%                        |
| <b>TOTAL</b>        | <b>14,236</b>               | <b>41,400</b>               | <b>21,400</b>                            | <b>-48.31%</b>     | <b>21,400</b>                           | <b>-48.31%</b>                 |

TOWN OF OAK ISLAND  
BUDGET SUMMARY - BEACH PRESERVATION FUND (74-774)  
PERSONNEL COST DATA  
FY 2017 - 2018

| NAME                         | POSITION | CURRENT<br>SALARY | REQUESTED<br>SALARY | Adopted<br>SALARY | APPROVED<br>SALARY |
|------------------------------|----------|-------------------|---------------------|-------------------|--------------------|
| Total                        |          | \$ 3,500 \$       | 3,500 \$            | 3,500 \$          | 3,500              |
| FRINGE BENEFIT COSTS         |          |                   |                     |                   |                    |
| FICA & MEDICARE              |          | 268 \$            | 268 \$              | 268 \$            | 268                |
| CHRISTMAS BONUS              |          | \$                | 108 \$              | 108 \$            | 108                |
| TOTAL FRINGE BENEFIT COSTS   |          | \$ 268 \$         | 268 \$              | 268 \$            | 268                |
| GRAND TOTAL PERSONNEL BUDGET |          | \$ 3,768 \$       | 3,768 \$            | 3,768 \$          | 3,768              |

**SUMMARY OF INTERFUND TRANSFERS**  
**Adopted BUDGET**  
**FY 2017 - 2018**

**REVENUES**

| Account #    | Item                                  | For                                                             | Amount              |
|--------------|---------------------------------------|-----------------------------------------------------------------|---------------------|
| 31-300-3000  | Transfer from Water Fund              | For Wastewater Debt Service                                     | 1,745,808           |
| 31-300-3900  | Transfer from Sewer District Fee Fund | Sewer District Fee utilized for debt service/capital            | 2,158,161           |
| 35-300-1000  | Transfer from General Fund            | Solid Waste Operations Subsidy                                  | -                   |
| 38-300-4500  | Transfer from General Fund            | Golf Course Operations Subsidy                                  | 150,055             |
| 45-300-6500  | Transfer from Wastewater Fund         | Reimbursement for loan to Wastewater                            | 56,000              |
| 48-300-9700  | Transfer from Accommodations Fund     | Funds for Pier Replacement                                      | 554,125             |
| 46-300-9765  | Transfer from Wastewater Fund         | Reimbursement for loan to Wastewater                            | 294,000             |
| 47-300-9765  | Transfer from Beach Tax Fund          | Funds for maintenance of Beach Sand                             | 618,333             |
| 72-300-9700  | Transfer from General Fund            | Capital Reserve for future Capital Expenditures                 | 346,941             |
| 72-300-9736  | Transfer from Other Funds             | Capital Reserve for Wastewater Equipment                        | 271,417             |
| 72-300-9738  | Transfer from Golf Course             | Capital Reserve for anticipated Golf Course Equipment           | 10,000              |
| 72-300-9752  | Transfer from Fire Department         | Capital Reserve for Future Fire Department Equipment or Vehicle | 100,000             |
| <b>TOTAL</b> |                                       |                                                                 | <b>\$ 6,304,840</b> |

**EXPENDITURES**

| Account #    | Item                                | For                                                   | Amount              |
|--------------|-------------------------------------|-------------------------------------------------------|---------------------|
| 10-420-9035  | Transfer to Solid Waste             | Solid Waste Operations Subsidy                        | \$ -                |
| 10-420-9038  | Transfer to Golf Course             | Golf Course Operations Subsidy                        | \$ 150,055          |
| 10-420-9672  | Transfer to Capital Reserve         | Capital Reserve for future Capital Expenditures       | \$ 346,941          |
| 10-530-9672  | Transfer to Capital Reserve         | Future purchase of Fire Department Equipment          | \$ 100,000          |
| 30-720-9131  | Transfer to Wastewater Fund         | Supplement to Wastewater Debt Service                 | 1,745,808           |
| 31-820-9900  | Transfer to Capital Reserve         | Future purchase of wastewater Equipment               | 71,417              |
| 31-830-9672  | Transfer to Capital Reserve         | Future purchase of wastewater Equipment               | 200,000             |
| 31-830-9714  | Transfer to Accommodations Tax Fund | Reimbursement for loan to Wastewater                  | 350,000             |
| 38-501-9672  | Transfer to Capital Reserve         | Capital Reserve for anticipated Golf Course Equipment | 10,000              |
| 39-835-9131  | Transfer to Sewer Fund              | Sewer District Fee of Wastewater Debt Service/Capital | 2,158,161           |
| 45-745-9647  | Transfer to Pier Project            | Transfer funds Pier Rebuilding Project                | 554,125             |
| 46-746-9647  | Transfer to Beach Nourishment       | Transfer funds Beach Renourishment Project            | 618,333             |
| <b>TOTAL</b> |                                     |                                                       | <b>\$ 6,304,840</b> |

TOWN OF OAK ISLAND  
SUMMARY OF CAPITAL OUTLAY BUDGETED  
FOR THE FISCAL YEAR END 2017 - 2018

| Acct.       | Account Descriptions                              | Fund                             | Capital Item                                                                                                                 | Budget as    | Total Fund   |
|-------------|---------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| 10-420-5420 | Capital Outlay                                    | Administration Dept              | Update to computer software replacement of outdated PC's and printers                                                        | \$ 60,000    | \$ 60,000    |
| 10-540-5420 | Capital Outlay                                    | Developmental Services Dept      | Vehicle Replacement                                                                                                          | \$ 22,215    |              |
|             |                                                   |                                  | Field Tablets, License Fees, data plan Computer                                                                              | \$ 10,402    |              |
|             |                                                   |                                  |                                                                                                                              | \$ 1,500     | \$ 34,117    |
| 10-530-5430 | Capital Outlay                                    | Fire Department                  | Replacement of SUV or Pick-up Truck                                                                                          | \$ 40,000    | \$ 40,000    |
| 10-620-5420 | Capital Outlay                                    | Recreation Department            | Parks & Recreation Master Plan                                                                                               | \$ 20,000    | \$ 20,000    |
|             | Total General Fund                                |                                  |                                                                                                                              |              | \$ 154,117   |
|             | Water Fund                                        |                                  |                                                                                                                              |              |              |
| 30-814-7400 | Capital Outlay                                    | Water Department                 | Replace and Install Electronic Meters throughout trwn.                                                                       | \$ 2,500,000 | \$ 2,500,000 |
| 31-820-7400 | Wastewater Fund Capital Outlay                    | Wastewater Department            | Riding Lawnmower for plant, (6ft. Cut, zero turn)                                                                            | \$ 10,000    | \$ 10,000    |
| 31-830-7400 | Capital Outlay                                    | Wastewater Department            | (2) Bush 25Hp Pumps for Vac Stations, (1050HP Pump for 59th St. Lift Station, (2) 15HP Pumps for #1, #2 or #11 Lift Stations | \$ 260,400   | \$ 260,400   |
|             |                                                   |                                  |                                                                                                                              | \$ 260,400   | \$ 260,400   |
| 38-501-5401 | South Harbor Golf Fund Capital Outlay - Equipment | South Harbor Golf Grounds Maint. | Used Utility Cart                                                                                                            | \$ 5,500     | \$ 5,500     |
|             |                                                   |                                  | TOTAL                                                                                                                        |              | \$ 2,930,017 |



**Town of Oak Island  
FY 2017-2018 Debt Summary**

|  | General Government                                   |        |                  |                  |                  |
|--|------------------------------------------------------|--------|------------------|------------------|------------------|
|  | Department                                           | Coding | Principal        | Interest         | Total            |
|  | <b><u>Administration</u></b>                         |        |                  |                  |                  |
|  | Town Hall Project                                    | 10-420 | 588,000          | 52,920           | 640,920          |
|  | Yaupon Beach Pier                                    | 10-420 |                  |                  | 0                |
|  | <b>Total Administration</b>                          |        | <b>588,000</b>   | <b>52,920</b>    | <b>640,920</b>   |
|  | <b><u>Police</u></b>                                 |        |                  |                  |                  |
|  | New Headquarters                                     | 10-510 | 320,000          | 28,800           | 348,800          |
|  | Addl Financing New HQ                                | 10-510 | 153,528          | 13,817           | 167,345          |
|  | <b>Total Police</b>                                  |        | <b>473,528</b>   | <b>42,617</b>    | <b>516,145</b>   |
|  | <b><u>Fire/Emergency Svcs</u></b>                    |        |                  |                  |                  |
|  | Yaupon/SH Fire Stations                              | 10-530 | 572,100          | 89,934           | 662,034          |
|  | <b>Total Fire/Emergency Services Fund</b>            |        | <b>572,100</b>   | <b>89,934</b>    | <b>662,034</b>   |
|  | <b>Total FY 18 General Governmental Debt Service</b> |        | <b>1,633,628</b> | <b>185,472</b>   | <b>1,819,099</b> |
|  | Enterprise Funds                                     |        |                  |                  |                  |
|  | Department                                           | Coding | Principal        | Interest         | Total            |
|  | <b><u>Wastewater - Collections</u></b>               |        |                  |                  |                  |
|  | Revenue Bonds 2008A                                  | 31-830 | 985,000          | 39,400           | 1,024,400        |
|  | Revenue Bonds 2009A                                  | 31-830 | 1,365,000        | 130,819          | 1,495,819        |
|  | Revenue Bonds 2011                                   | 31-830 | 300,000          | 38,213           | 338,213          |
|  | Revenue Bonds 2015                                   | 31-830 | 190,000          | 1,874,238        | 2,064,238        |
|  | Revenue Bonds 2017                                   | 31-830 | 0                | 1,424,981        | 1,424,981        |
|  | State Revolving Loan - 1                             | 31-830 | 362,289          | 102,359          | 464,648          |
|  | State Revolving Loan - 2                             | 31-830 | 304,892          | 114,340          | 419,233          |
|  | <b>Total WW - Collections</b>                        |        | <b>3,507,181</b> | <b>3,724,350</b> | <b>7,231,531</b> |
|  | <b>Total Wastewater Fund</b>                         |        | <b>3,507,181</b> | <b>3,724,350</b> | <b>7,231,531</b> |
|  | <b>Total FY 18 Enterprise Funds Debt Service</b>     |        | <b>3,507,181</b> | <b>3,724,350</b> | <b>7,231,531</b> |
|  | <b>Total FY 18 Total Debt Service</b>                |        | <b>5,140,809</b> | <b>3,909,822</b> | <b>9,050,630</b> |

TOWN OF OAK ISLAND DEBT SERVICE SCHEDULE  
GOVERNMENTAL FUNDS ONLY

| Fiscal Year                         | Town Hall Project<br>BB&T              | New Police Headquarters<br>BB&T              | New Police Headquarters<br>Additional Financing<br>BB&T | Fire Station Projects<br>(Yaupon & SH Village)<br>BB&T | Total Annual Payments     |
|-------------------------------------|----------------------------------------|----------------------------------------------|---------------------------------------------------------|--------------------------------------------------------|---------------------------|
| Financed By Original Issue Amt Date | \$ 4,900,000<br>5/13/2009              | \$ 4,000,000<br>7/13/2006                    | \$ 1,663,215<br>6/15/2008                               | \$ 5,721,000<br>10/26/2007                             | (Governmental Funds Only) |
| Interest Rate                       | 4.59% Original Rate<br>Refinanced Rate | 4.12%-Original Rate<br>2.25% Refinanced Rate | 4.44% Original Rate<br>Refinanced Rate                  | 4.31% Original Rate<br>2.25% Refinanced Rate           |                           |
| Pymt Date                           | A 7/15                                 | A 7/13                                       | A 8/14                                                  | A 7/01                                                 |                           |
| Fund-Dept                           | 10-420                                 | 10-510                                       | 10-510                                                  | 10-530                                                 |                           |
|                                     | Principal Payment                      | Principal Payment                            | Principal Payment                                       | Principal Payment                                      | Interest Payment          |
| 2017-2018                           | 588,000                                | 320,000                                      | 153,528                                                 | 572,100                                                | 89,934                    |
| 2018-2019                           | 588,000                                | 320,000                                      | 153,528                                                 | 572,100                                                | 1,819,099                 |
| 2019-2020                           | 588,000                                | 320,000                                      | 153,528                                                 | 572,100                                                | 67,451                    |
| 2020-2021                           | 588,000                                | 320,000                                      | 153,528                                                 | 572,100                                                | 1,772,731                 |
| 2021-2022                           | 588,000                                | 320,000                                      | 153,528                                                 | 572,100                                                | 1,726,364                 |
| 2022-2023                           |                                        |                                              |                                                         |                                                        | 22,484                    |
| 2023-2024                           |                                        |                                              |                                                         |                                                        |                           |
| 2024-2025                           |                                        |                                              |                                                         |                                                        |                           |
| 2025-2026                           |                                        |                                              |                                                         |                                                        |                           |
| 2026-2027                           |                                        |                                              |                                                         |                                                        |                           |
| 2027-2028                           |                                        |                                              |                                                         |                                                        |                           |
| 2028-2029                           |                                        |                                              |                                                         |                                                        |                           |
| 2029-2030                           |                                        |                                              |                                                         |                                                        |                           |
| 2030-2031                           |                                        |                                              |                                                         |                                                        |                           |
| 2031-2032                           |                                        |                                              |                                                         |                                                        |                           |
| 2032-2033                           |                                        |                                              |                                                         |                                                        |                           |
| 2033-2034                           |                                        |                                              |                                                         |                                                        |                           |
| 2034-2035                           |                                        |                                              |                                                         |                                                        |                           |
| 2035-2036                           |                                        |                                              |                                                         |                                                        |                           |
| Total Debt \$                       | 2,352,000                              | 1,280,000                                    | 614,111                                                 | 2,288,400                                              | 6,998,190                 |

Governmental Funds  
Total Principal 6,534,511  
Total Interest 463,679  
Grand Total 6,998,190



| Fiscal Year | Wastewater Project Revenue Bonds 2008A |                    | Wastewater Project Revenue Bonds 2009 |                    | Wastewater Project Revenue Bonds 2015A |                    | State Revolving Loan 1st Allocation \$9,000,000 |                    | State Revolving Loan 2nd Allocation \$8,500,000 |                    | Wastewater Project Rev Bonds 2011 |                    | Enterprise Refunding Bonds Series 2017 |                  | Total Annual Payments |
|-------------|----------------------------------------|--------------------|---------------------------------------|--------------------|----------------------------------------|--------------------|-------------------------------------------------|--------------------|-------------------------------------------------|--------------------|-----------------------------------|--------------------|----------------------------------------|------------------|-----------------------|
|             | DTC thru U.S. Bank                     | DTC thru U.S. Bank | DTC thru U.S. Bank                    | DTC thru U.S. Bank | DTC thru U.S. Bank                     | DTC thru U.S. Bank | DTC thru U.S. Bank                              | DTC thru U.S. Bank | DTC thru U.S. Bank                              | DTC thru U.S. Bank | DTC thru U.S. Bank                | DTC thru U.S. Bank | DTC thru U.S. Bank                     |                  |                       |
| Financed By | Original Issue Amt                     | Interest Rate      | Pymt Date                             | Fund-Dept          | Principal Payment                      | Interest Payment   | Principal Payment                               | Interest Payment   | Principal Payment                               | Interest Payment   | Principal Payment                 | Interest Payment   | Principal Payment                      | Interest Payment |                       |
| 2017-2018   | \$ 33,040,000                          | 3.5-5.0%           | 1/30/2008                             | SA 6/1 & 12/1      | 31-830                                 | 985,000            | 39,400                                          | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                            | 1,365,000          | 130,819                                | 1,425,000        | 67,688                |
| 2018-2019   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2019-2020   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2020-2021   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2021-2022   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2022-2023   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2023-2024   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2024-2025   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2025-2026   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2026-2027   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2027-2028   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2028-2029   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2029-2030   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2030-2031   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2031-2032   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2032-2033   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          | 1,365,000          | 130,819                           | 1,425,000          | 67,688                                 | 1,365,000        | 130,819               |
| 2033-2034   | \$ 49,420,000                          | 4.0-6.0%           | 3/26/2009                             | SA 6/1 & 12/1      | 31-830                                 | 1,365,000          | 130,819                                         | 1,425,000          | 67,688                                          |                    |                                   |                    |                                        |                  |                       |

# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department     | Charge Type                                                    | Approved Amount      | Unit                          | Additional Information                                                                                                                              |
|----------------|----------------------------------------------------------------|----------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Administration | Accommodation Tax                                              | (a) 3% (b) 2%        |                               | (a) for tourist-related expenditures (b) for beach nourishment                                                                                      |
| Administration | Copy Fee - 11x17 copy                                          | \$ 0.25              | per copy                      |                                                                                                                                                     |
| Administration | 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 Ends    | \$ 300.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - C Explosives Permit                     | \$ 40.00             | per event                     |                                                                                                                                                     |
| Administration | Filming Industry Fee - Emergency Medical Technicians           | \$ 30.00             | Hourly                        | To be paid by production company-minimum (4) hours                                                                                                  |
| Administration | Filming Industry Fee - Enclosed Tent                           | \$ 40.00             | per event                     |                                                                                                                                                     |
| Administration | Filming Industry Fee - Fire Inspections                        | \$ 40.00             |                               |                                                                                                                                                     |
| Administration | Filming Industry Fee - Fire Trucks                             | \$ 350.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Firefighters/Fire Inspectors            | \$ 30.00             | Hourly                        | To be paid by production company-minimum (4) hours                                                                                                  |
| Administration | Filming Industry Fee - Fireworks                               | \$ 200.00            | per event                     |                                                                                                                                                     |
| Administration | Filming Industry Fee - Other Town Vehicles                     | \$ 50.00             | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Public Safety Officers                  | \$ 30.00             | Hourly                        | To be paid by production company-minimum (4) hours                                                                                                  |
| Administration | Filming Industry Fee - Public Safety Vehicles                  | \$ 50.00             | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Skate Park                              | \$ 350.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Street Closure                          | \$ 50.00             |                               |                                                                                                                                                     |
| Administration | Filming Industry Fee - Street/Utilities Personnel              | \$ 30.00             | Hourly                        | To be paid by production company-minimum (4) hours                                                                                                  |
| Administration | Filming Industry Fee - Tennis Courts                           | \$ 250.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Town Buildings                          | \$ 350.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Town Parks                              | \$ 250.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Town Services less than (2) days notice | \$ 3,000.00          |                               |                                                                                                                                                     |
| Administration | Filming Industry Fee - Town Walkways/Docks                     | \$ 250.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Fee - Transport A&B Explosives Permit         | \$ 250.00            | Hourly                        |                                                                                                                                                     |
| Administration | Filming Industry Fee - Use of Hydrant for Water                | \$ 150.00            | Daily                         | Partial Days are considered Full Days                                                                                                               |
| Administration | Filming Industry Permit Fee                                    | \$ 1,000.00          | 7 Days                        |                                                                                                                                                     |
| Administration | Parking Decal Fee                                              | \$ 5.00              | 2-year period                 | Decals issued beginning 7/10/2013 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 vaccination                                                                     |
| Animal Control | Impound Fees                                                   | \$ 30.00             | each offense; 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                                                                                                        |
| Animal Control | Civil Penalty Charge                                           | \$ 75.00             | per trap                      | Sec. 4-8 - Trap reimbursement                                                                                                                       |
| Animal Control | Civil Penalty Charge                                           | \$ 100.00            | each offense                  | Sec. 4-2. - Bird Sanctuary                                                                                                                          |
| Animal Control | Civil Penalty Charge                                           | \$ 500.00            | each offense                  | Sec. 4-3. - Sea turtle sanctuary                                                                                                                    |
| Animal Control | Civil Penalty Charge                                           | \$ 500.00            | each offense                  | Sec. 4-11. - Cruelty                                                                                                                                |
| Animal Control | Civil Penalty Charge                                           | \$ 250.00            | each offense                  | Sec. 4-6.2 Habitual Public Nuisance                                                                                                                 |
| Animal Control | Civil Penalty Charge                                           | \$ 30.00             | each offense                  | Sec. 4-42 Vaccinations                                                                                                                              |
| Animal Control | Civil Penalty Charge                                           | \$ 30.00             | each offense                  | Sec. 4-43 Registration                                                                                                                              |
| Animal Control | Civil Penalty Charge                                           | \$ 30.00             | each offense                  | Sec. 4-44 Running At Large                                                                                                                          |
| Animal Control | Civil Penalty Charge                                           | \$ 30.00             | each offense                  | Sec. 4-46 Unrestrained                                                                                                                              |
| Animal Control | Civil Penalty Charge                                           | \$ 75.00             | each offense                  | Sec. 4-46 Unrestrained on beach                                                                                                                     |
| Animal Control | Civil Penalty Charge                                           | \$ 25.00             | each offense                  | Sec. 4-9 Defecation on public/private property                                                                                                      |
| Animal Control | Dangerous Dog on Beach                                         | \$ 500.00            | each offense                  | If a dangerous dog is found on the beach, leashed or unleashed, the dog's owner shall be guilty of a misdemeanor and will be fine for each offense. |



# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department           | Charge Type                                                              | Approved Amount | Unit               | Additional Information                                                                                |
|----------------------|--------------------------------------------------------------------------|-----------------|--------------------|-------------------------------------------------------------------------------------------------------|
| Code                 | Code Enforcement Civil Penalty Charge - House Numbers (1)                | \$ 25.00        | 1st Offense        | Failure to Post House Numbers                                                                         |
| Code                 | Code Enforcement Civil Penalty Charge - House Numbers (2+)               | \$ 50.00        | 2nd Offense        | Failure to Post House Numbers                                                                         |
| Code                 | Code Enforcement Civil Penalty Charge - Yard Sale (1)                    | \$ 50.00        | 1st Offense        | Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)                                        |
| Code                 | Code Enforcement Civil Penalty Charge - Yard Sale (2+)                   | \$ 100.00       | 2nd Offense        | Failure to Obtain Yard Sale Permit (Municipal Code, Sec. 10-1)                                        |
| Code                 | Code Enforcement Civil Penalty Charge - State of Emerg (1)               | \$ 50.00        | 1st Offense        | Violation of any Provision during a State of Emergency                                                |
| Code                 | Code Enforcement Civil Penalty Charge - State of Emerg (2+)              | \$ 100.00       | 2nd Offense        | Violation of any Provision during a State of Emergency                                                |
| Code                 | Code Enforcement Civil Penalty Charge - Solid Waste (1)                  | \$ 50.00        | 1st Offense        | Sec. 24-171                                                                                           |
| Code                 | Code Enforcement Civil Penalty Charge - Solid Waste (2+)                 | \$ 100.00       | 2nd Offense        | Sec. 24-171 (becomes criminal after 2nd offense)                                                      |
| Code                 | Code Enforcement Civil Penalty Charge Nuisance - Weeds/Grass             | \$ 50.00        | each offense/daily | Growth of weeds and grass (Municipal Code, Sec. 14-35) Max Penalty \$500.00                           |
| Code                 | Code Enforcement Civil Penalty Charge Nuisance - Animal/Vegetable Matter | \$ 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 Sec. 14-35)                 |
| 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 Vitex             | \$ 50.00        | each offense/daily | Beach Vitex (Municipal Code, Sec. 14-35) Max Penalty \$500.00                                         |
| Code                 | Code Enforcement Civil Penalty Charge Nuisance - Civil Penalty           | \$ 250.00       | each offense/daily | A civil penalty of up to \$250.00 per day is imposed for each day beyond the time                     |
| 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)                                           |
| 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. A Job                    |
| 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 Services | Inspection Permit - New Single Residence                                 | \$ 1,000.00     | Package            | 0-1200 sq. ft. Heated space (includes trade permits) Plus \$0.36/sqft. Over 1200 sqft.)               |

# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department           | Charge Type                                                | Approved Amount | Unit                                         | Additional Information                                                            |
|----------------------|------------------------------------------------------------|-----------------|----------------------------------------------|-----------------------------------------------------------------------------------|
| Development Services | 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 Services | 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                                          | \$ 25.00        |                                              | 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          | 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        |                                              |                                                                                   |
| 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                                  |



# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| <u>Department</u> | <u>Charge Type</u>                                                                                                                                                                                                                   | <u>Approved Amount</u>       | <u>Unit</u> | <u>Additional Information</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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.                                                                                                                                                                                                                                                                                                                                                                                             |
| 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 response team, perimeter establishment, evacuations, first responder setup and command. (2-hour Maximum)                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Fire Department   | Pipeline Incidents/Power Line Incidents - (includes, but not limited to: Gas, Sewer, Overhead Power lines, Underground Power lines, Septic to Sewer, and Water Pipelines) - Level 2 - Intermediate Response                          | \$ 1,000.00                  |             | Includes Level 1 services as well as appropriate equipment. May include HAZMAT team, Level A and B suits donning, breathing air and detection equipment. Supervision and/or assist repair crews.                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Fire Department   | Pipeline Incidents/Power Line Incidents - (includes, but not limited to: Gas, Sewer, Overhead Power lines, Underground Power lines, Septic to Sewer, and Water Pipelines) - Level 3 - Advanced Response - See Itemized claim charges | Itemized billing rates apply |             | Level 1 and 2 service as well as supervision and/or assist repair of intermediate to major pipeline damage. May include set-up and removal of decon center, detection, recovery and identification of material. Disposal and environment clean up.                                                                                                                                                                                                                                                                                                                                                                              |
| Fire Department   | Fire Investigation - The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.                                                                                                        | \$ 275.00                    | hourly      | Includes:<br>• Scene Safety<br>• Investigation<br>• Source Identification<br>• K-9/Arson Dog Unit<br>• Identification Equipment<br>• Mobile Detection Unit<br>• Fire Report                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| <u>Department</u> | <u>Charge Type</u>                                        | <u>Approved Amount</u> | <u>Unit</u>              | <u>Additional Information</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------|-----------------------------------------------------------|------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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.<br>Includes:<br>• Scene Safety<br>• Investigation<br>• 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.<br>Includes:<br>• Scene Safety<br>• Investigation<br>• Fire / Hazard Control                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Fire Department   | Illegal Fires - Assignments per hour, per engine          | \$ 400.00              | hourly                   | When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by LGERS or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response. |
|                   |                                                           | \$ 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                   |                                                           | \$ 50.00               | hourly per Rescue Person |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Fire Department   | Water Incidents - Level 2 - Intermediate Response         | \$ 800.00              |                          | Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident. Billed at \$800 plus \$50 per hour, per rescue person.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                   |                                                           | \$ 50.00               | hourly per Rescue Person |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Fire Department   | Water Incidents - Level 3 - Advanced Response             | \$ 2,000.00            |                          | Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Billed at \$2,000 plus \$50 per hour per rescue person, plus \$100 per hour per HAZMAT team member.                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                   |                                                           | \$ 50.00               | hourly per Rescue Person |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                   |                                                           | \$ 100.00              | hourly per HazMat Person |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |



# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department      | Charge Type                                                                  | Approved Amount              | Unit       | Additional Information                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------|------------------------------------------------------------------------------|------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fire Department | Water Incidents - Level 4 - See Itemized response                            | Itemized billing rates apply |            | The Town retains the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.                                                                                                                           |
| Fire Department | Back Country or Special Rescue - See Itemized response                       | Itemized billing rates apply |            | Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used. Minimum billed \$400 for the first response vehicle plus \$50 per rescue person. Additional rates of \$400 per hour per response vehicle and \$50 per hour per rescue person. |
| Fire Department | Chief Response                                                               | \$ 250.00                    | hourly     | This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.                                                                                                                                                                                                                                                              |
| Fire Department | Miscellaneous/Itemized/Additional Time on Scene - Engine                     | \$ 400.00                    | hourly     | These itemization amounts apply to all incident types.                                                                                                                                                                                                                                                                                                                                                                |
| Fire Department | Miscellaneous/Itemized/Additional Time on Scene - Truck (Ladders and Towers) | \$ 500.00                    | hourly     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Fire Department | Miscellaneous/Itemized/Additional Time on Scene - Ambulance                  | \$ 200.00                    | hourly     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Fire Department | Miscellaneous/Itemized/Additional Time on Scene - Rescue                     | \$ 400.00                    | hourly     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Fire Department | Miscellaneous/Itemized/Additional Time on Scene - Miscellaneous Equipment    | \$ 300.00                    | Each       |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | Nature Center - Non Resident                                                 | \$ 60.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Nature Center - Resident                                                     | \$ 35.00                     | 1 hour     | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Nature Center - Resident                                                     | \$ 50.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Ocean Education Center - Non-resident                                        | \$ 45.00                     | 1 hour     | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Ocean Education Center - Non-resident                                        | \$ 60.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Ocean Education Center - Resident                                            | \$ 35.00                     | 1 hour     | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Ocean Education Center - Resident                                            | \$ 50.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Non             | \$ 35.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Picnic Shelter (Bill Smith, Middleton, and Register Parks) - Non             | \$ 55.00                     | 4 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Picnic Shelter (Bill Smith, Middleton, and Register Parks) -                 | \$ 25.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Picnic Shelter (Bill Smith, Middleton, and Register Parks) -                 | \$ 45.00                     | 4 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Room Rental - Kitchen for Meeting                                            | \$ 30.00                     | 4 hours    | Requires Room Rental Deposits + \$15/hr. staff after hours                                                                                                                                                                                                                                                                                                                                                            |
| Parks / Rec     | Room Rental - Large Room                                                     | \$ 55.00                     | 4 hours    | Requires Room Rental Deposits + \$15/hr. staff after hours                                                                                                                                                                                                                                                                                                                                                            |
| Parks / Rec     | Room Rental - Medium Room                                                    | \$ 45.00                     | 4 hours    | Requires Room Rental Deposits + \$15/hr. staff after hours                                                                                                                                                                                                                                                                                                                                                            |
| Parks / Rec     | Room Rental - Small Room                                                     | \$ 35.00                     | 4 hours    | Requires Room Rental Deposits + \$15/hr. staff after hours                                                                                                                                                                                                                                                                                                                                                            |
| Parks / Rec     | Room Rental - Use of Kitchen in conjunction with Room                        | \$ 25.00                     |            | Requires Room Rental Deposits + \$15/hr. staff after hours                                                                                                                                                                                                                                                                                                                                                            |
| Parks / Rec     | Room Rental Deposit                                                          | Varies - See notes           |            | \$50 Refundable Deposit and a \$35 Non-Refundable Cleaning Deposit + \$15/hr. for                                                                                                                                                                                                                                                                                                                                     |
| Parks / Rec     | Skate Park - Non Resident                                                    | \$ 50.00                     | 2 hour     | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Skate Park - Non Resident                                                    | \$ 85.00                     | 2 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Skate Park - Resident                                                        | \$ 40.00                     | 1 hour     | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Skate Park - Resident                                                        | \$ 65.00                     | 1 hours    | Requires Facility Rental Deposit                                                                                                                                                                                                                                                                                                                                                                                      |
| Parks / Rec     | Skate Park User Fees - Non Resident                                          | \$ 5.00                      | Daily      |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | Skate Park User Fees - Non Resident                                          | \$ 30.00                     | Monthly    |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | Skate Park User Fees - Resident                                              | \$ 2.00                      | Daily      |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | Skate Park User Fees - Resident                                              | \$ 20.00                     | Monthly    |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | South Harbour 3-Month Membership Dues - Bruns. Co. Res.                      | \$ 160.00                    | Individual |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | South Harbour 3-Month Membership Dues - Non Resident                         | \$ 170.00                    | Individual |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Parks / Rec     | South Harbour 3-Month Membership Dues - Resident                             | \$ 150.00                    | Individual |                                                                                                                                                                                                                                                                                                                                                                                                                       |

# TOWN OF OAK ISLAND FEE SCHEDULE

*Effective July 1, 2017*

| <u>Department</u> | <u>Charge Type</u>                                   | <u>Approved Amount</u> | <u>Unit</u>   | <u>Additional Information</u>                                                 |
|-------------------|------------------------------------------------------|------------------------|---------------|-------------------------------------------------------------------------------|
| Parks / Rec       | South Harbour Annual Membership Dues                 | \$ 269.10              | Junior        | 10% discount when renewed before Dec. 31 \$299 after 1/1/2015                 |
| Parks / Rec       | South Harbour Annual Membership Dues                 | \$ 287.10              | Senior        | 10% discount when renewed before Dec. 31 \$319 after 1/1/2015                 |
| Parks / Rec       | South Harbour Annual Membership Dues                 | \$ 305.10              | Individual    | 10% discount when renewed before Dec. 31 \$339 after 1/1/15                   |
| Parks / Rec       | South Harbour Annual Membership Dues                 | \$ 449.10              | Couple        | 10% discount when renewed before Dec. 31 \$499 after 1/1/15                   |
| Parks / Rec       | 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 / Rec       | South Harbour Annual Membership Dues --New Member    | \$ 284.05              | Junior        | 5% discount when joining before Dec 31 (reflected in price)                   |
| Parks / Rec       | South Harbour Annual Membership Dues --New Member    | \$ 303.05              | Senior        | 5% discount when joining before Dec 31 (reflected in price)                   |
| Parks / Rec       | South Harbour Annual Membership Dues --New Member    | \$ 322.05              | Individual    | 5% discount when joining before Dec 31 (reflected in price)                   |
| Parks / Rec       | South Harbour Annual Membership Dues --New Member    | \$ 474.05              | Couple        | 5% discount when joining before Dec 31 (reflected in price)                   |
| Parks / Rec       | South Harbour Annual Membership Dues --New Member    | \$ 512.05              | Family        | 5% discount when joining before Dec 31 (reflected in price)                   |
| Parks / Rec       | South Harbour 2 Year Membership Dues                 | \$ 448.50              | Junior        | 25 % discount when joining before Dec 31 (reflected in price)                 |
| Parks / Rec       | South Harbour 2 Year Membership Dues                 | \$ 478.50              | Senior        | 25 % discount when joining before Dec 31 (reflected in price)                 |
| Parks / Rec       | South Harbour 2 Year Membership Dues                 | \$ 508.50              | Individual    | 25 % discount when joining before Dec 31 (reflected in price)                 |
| Parks / Rec       | South Harbour 2 Year Membership Dues                 | \$ 748.50              | Couple        | 25 % discount when joining before Dec 31 (reflected in price)                 |
| Parks / Rec       | South Harbour 2 Year Membership Dues                 | \$ 808.50              | Family        | 25 % discount when joining before Dec 31 (reflected in price)                 |
| Parks / Rec       | South Harbour Golf Course - Brunswick Co. Resident   | \$ 12.00               | 9 Holes/walk  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Brunswick Co. Resident   | \$ 20.00               | 9 Holes/cart  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Brunswick Co. Resident   | \$ 16.00               | 18 Holes/walk |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Brunswick Co. Resident   | \$ 24.00               | 18 Holes/cart |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Non Resident             | \$ 16.00               | 9 Holes/walk  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Non Resident             | \$ 24.00               | 9 Holes/cart  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Non Resident             | \$ 20.00               | 18 Holes/walk |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Non Resident             | \$ 28.00               | 18 Holes/cart |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Resident                 | \$ 11.00               | 9 Holes/walk  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Resident                 | \$ 18.00               | 9 Holes/cart  |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Resident                 | \$ 14.00               | 18 Holes/walk |                                                                               |
| Parks / Rec       | South Harbour Golf Course - Resident                 | \$ 22.00               | 18 Holes/cart |                                                                               |
| Parks / Rec       | South Harbour Golf Course - 1st Friday Free Cart Day |                        |               | January Through February                                                      |
| Parks / Rec       | South Harbour Golf Course - Kids Play Free Saturdays |                        |               | November Through February with paying adult                                   |
| Parks / Rec       | South Harbour Golf Course - Ladies Day               |                        |               | January Through March - Half price for ladies on Wednesdays                   |
| Parks / Rec       | South Harbour Golf Course - Free Re-Play Day         |                        | 9 Holes/walk  | 2nd Tuesday/Month; Free round of 9 holes after the first 9 or 18 holes        |
| Parks / Rec       | South Harbour Golf Course - Early Bird Rates         |                        |               | March; Weekdays 8 a.m. - 10 a.m. - \$3 off each round                         |
| Parks / Rec       | South Harbour Golf Course - After 2 p.m. rates       |                        |               | January-February; After 2 p.m. - \$5.00 off each round                        |



**TOWN OF OAK ISLAND FEE SCHEDULE**  
Effective July 1, 2017

| <u>Department</u> | <u>Charge Type</u>                                                             | <u>Approved Amount</u> | <u>Unit</u>             | <u>Additional Information</u>                                                                                       |
|-------------------|--------------------------------------------------------------------------------|------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------|
| Parks / Rec       | Teen Center - Non Resident                                                     | \$ 45.00               | 1 hour                  |                                                                                                                     |
| Parks / Rec       | Teen Center - Non Resident                                                     | \$ 60.00               | 2 hours                 |                                                                                                                     |
| Parks / Rec       | Teen Center - Resident                                                         | \$ 35.00               | 1 hour                  | Requires Facility Rental Deposit                                                                                    |
| Parks / Rec       | Teen Center - Resident                                                         | \$ 50.00               | 2 hours                 |                                                                                                                     |
| Parks / Rec       | Teen Center Programs User Fees-After School - Non Resident                     | \$ 70.00               | Weekly                  |                                                                                                                     |
| Parks / Rec       | Teen Center Programs User Fees-After School - Resident                         | \$ 60.00               | Weekly                  |                                                                                                                     |
| Parks / Rec       | Tournament Play                                                                | \$ 100.00              | per day                 | Non-refundable deposit to reserve fields for Tournament Play                                                        |
| Parks / Rec       | Tournament Play                                                                | \$ 200.00              | up to 8 hrs.            | Lights and concessions not included                                                                                 |
| Parks / Rec       | Weight Room                                                                    | \$ 3.00                | daily/resident          |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 7.00                | daily/non-resident      |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 6.00                | daily/Bruns. Co. Res    |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 15.00               | weekly/resident         |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 30.00               | weekly/non-resident     |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 25.00               | weekly/Bruns. Co. Res   |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 20.00               | monthly/resident        |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 40.00               | monthly/non-resident    |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 35.00               | monthly/Bruns. Co. Res. |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 200.00              | annually/resident       |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 400.00              | annually/non-resident   |                                                                                                                     |
| Parks / Rec       | Weight Room                                                                    | \$ 375.00              | annually/Bruns. Co.     |                                                                                                                     |
| Police            | DMV 349 Accident Report                                                        | \$ 5.00                | per report              |                                                                                                                     |
| Police            | Civil Citation - Sec. 10-191 - Filming/Videotaping Violation Penalty           | \$ 50.00               | 1st Offense             | Municipal Ordinance: Ch. 10 , Article III - Filming/Videotaping Sec. 10-191                                         |
| Police            | Civil Citation - Sec. 10-191 - Filming/Videotaping Violation Penalty           | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |
| Police            | Civil Citation - Sec. 20-1 - Consumption/Possession Alcoholic Beverages        | \$ 50.00               | 1st Offense             | Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article I. In General, Sec. 20-1                       |
| Police            | Civil Citation - Sec. 20-1 - Consumption/Possession Alcoholic Beverages        | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |
| Police            | Civil Citation - Sec. 20-2 - Public Nudity                                     | \$ 50.00               | 1st Offense             | Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article I. In General, Sec. 20-2                       |
| Police            | Civil Citation - Sec. 20-2 - Public Nudity                                     | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |
| Police            | Civil Citation - Sec. 20-31 - Use of Firearms/other weapons                    | \$ 50.00               | 1st Offense             | Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article II. Offenses Against Public Safety, Sec. 20-31 |
| Police            | Civil Citation - Sec. 20-31 - Use of Firearms/other weapons                    | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |
| Police            | Civil Citation - Sec. 20-32 - Carrying Concealed weapons on Municipal Property | \$ 50.00               | 1st Offense             | Municipal Ordinance: Part II, Ch. 20 - Offenses/Misc. Prov., Article II. Offenses Against Public Safety, Sec. 20-32 |
| Police            | Civil Citation - Sec. 20-32 - Carrying Concealed weapons on Municipal Property | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |
| Police            | Civil Citation - Sec. 14-65 - Noise                                            | \$ 50.00               | 1st Offense             | Municipal Ordinance: Part II, Ch. 14 , Article-II Nuisances, Sec. 14-65                                             |
| Police            | Civil Citation - Sec. 14-65 - Noise                                            | \$ 100.00              | 2nd Offense             | Escalates to Criminal Offense after 2nd Offense or at Officer discretion                                            |

# TOWN OF OAK ISLAND FEE SCHEDULE

*Effective July 1, 2017*

| <u>Department</u> | <u>Charge Type</u>                                                               | <u>Approved Amount</u> | <u>Unit</u>  | <u>Additional Information</u>                                                                                                                                          |
|-------------------|----------------------------------------------------------------------------------|------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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                                                                                               |
| 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 is paid. |
| Police            | Wrecker Service - Limitation on Rates for 911 Tow Calls                          | \$ 150.00              | each         |                                                                                                                                                                        |
| Police            | Wrecker Service - Limitation on Storage Rate for Towed Vehicles                  | \$ 25.00               | day          |                                                                                                                                                                        |



# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department   | Charge Type                                            | Approved Amount | Unit      | Additional Information                                                                       |
|--------------|--------------------------------------------------------|-----------------|-----------|----------------------------------------------------------------------------------------------|
| Public Works | Non payment Penalty Fee                                | \$ 25.00        | Monthly   | Failure to pay for Trash and Recycle Services                                                |
| Public Works | Solid Waste Fee - Additional Recycle Container         | \$ 3.82         | Monthly   |                                                                                              |
| Public Works | Solid Waste Fee - Additional Refuse Container          | \$ 7.01         | Monthly   |                                                                                              |
| Public Works | Solid Waste Fee - Blue Bags for Additional Garbage     | \$ 5.00         | pack of 5 |                                                                                              |
| Public Works | Solid Waste Fee - Residential Non-Beachside            | \$ 8.71         | Monthly   | Recycling, Yard debris removal, Brown & White goods pick up                                  |
| Public Works | Solid Waste Fee - Residential Beachside Non-Rental     | \$ 14.12        | Monthly   | Recycling, Yard debris removal, Brown & White goods pick up and second pick-up during summer |
| Public Works | Solid Waste Fee - Rental House (2 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                                                                |

# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department | Charge Type                                 | Approved Amount  | Unit              | Additional Information                                                                                                                                                                                                                                                                                                                                               |
|------------|---------------------------------------------|------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Water      |                                             |                  |                   | <b>Billing Cycle:</b> Bills mailed on or about the 1 <sup>st</sup> of each month. Bills due without penalty until 20th of month (if not on weekend). \$5.00 Penalty added to bills received after the 20th of month (if not on weekend). Total amount due on last day of month (if not on weekend). Cut-off for non-payment will be the 2nd Wednesday of each month. |
|            | Administration Fee                          | \$ 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 <sup>th</sup> 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                                  | \$ 31.71         | Monthly Base Rate |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Rate                                  | \$ 4.92          | per 1000 gal.     | 2,000 to 4,000 gal.                                                                                                                                                                                                                                                                                                                                                  |
|            | Water Rate                                  | \$ 5.43          | per 1000 gal.     | 4,000 to 10,000 gal.                                                                                                                                                                                                                                                                                                                                                 |
|            | Water Rate                                  | \$ 5.97          | per 1000 gal.     | 10,000 to 12,500 gal.                                                                                                                                                                                                                                                                                                                                                |
|            | Water Rate                                  | \$ 6.58          | per 1000 gal.     | Over 12,500 gal.                                                                                                                                                                                                                                                                                                                                                     |
|            | Water Rate (Out of Town Customers)          |                  |                   | 125% of In Town Rates                                                                                                                                                                                                                                                                                                                                                |
|            | Water Tap Fee (3/4")                        | \$ 830.00        |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (1")                          | \$ 1,930.00      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (1 1/2")                      | \$ 2,650.00      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (2")                          | \$ 3,721.00      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (3")                          | Cost + 25 %      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (4")                          | Cost + 25 %      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (6")                          | Cost + 25 %      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (8")                          | Cost + 25 %      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Tap Fee (10")                         | Cost + 25 %      |                   |                                                                                                                                                                                                                                                                                                                                                                      |
|            | Water Infrastructure Reimbursement (3/4")   | \$ 592.00        |                   | Capacity Factor Multiplier based on max. flow criteria of the AWWA                                                                                                                                                                                                                                                                                                   |
|            | Water Infrastructure Reimbursement (1")     | \$ 1,478.00      |                   | (2.5)                                                                                                                                                                                                                                                                                                                                                                |
|            | Water Infrastructure Reimbursement (1 1/2") | \$ 2,957.00      |                   | (5)                                                                                                                                                                                                                                                                                                                                                                  |
|            | Water Infrastructure Reimbursement (2")     | \$ 4,730.00      |                   | (8)                                                                                                                                                                                                                                                                                                                                                                  |
|            | Water Infrastructure Reimbursement (3")     | \$ 9,907.00      |                   | (16.75)                                                                                                                                                                                                                                                                                                                                                              |
|            | Water Infrastructure Reimbursement (4")     | \$ 16,265.00     |                   | (27.5)                                                                                                                                                                                                                                                                                                                                                               |
|            | Water Infrastructure Reimbursement (6")     | \$ 33,272.00     |                   | (56.25)                                                                                                                                                                                                                                                                                                                                                              |
|            | Water Infrastructure Reimbursement (8")     | \$ 50,276.00     |                   | (85)                                                                                                                                                                                                                                                                                                                                                                 |
|            | Water Infrastructure Reimbursement (10")    | \$ 70,894.00     |                   | (130)                                                                                                                                                                                                                                                                                                                                                                |

# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| Department | Charge Type                                           | Approved Amount   | Unit                    | Additional Information                                                                       |
|------------|-------------------------------------------------------|-------------------|-------------------------|----------------------------------------------------------------------------------------------|
| 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)    |
|            |                                                       |                   |                         | Users of Town's utility system will be credited \$803.82                                     |
|            | Wastewater Rate                                       | \$ 80.44          | Monthly Base Rate       | Includes 4,000 gals.                                                                         |
|            | Wastewater Rate                                       | \$ 17.45          | per 1000 gal.           | 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 II Infrastructure Reimbursement  | \$ 2,642.00       | First 4 Habitable Rooms | Single Family: First 4 habitable rooms included then \$880.00 for each habitable room after. |
|            | WW Residential Class III Infrastructure Reimbursement | \$ 3,523.00       |                         | Duplex                                                                                       |
|            | WW Residential Class IV Infrastructure Reimbursement  | \$ 4,147.00       |                         | Triplex                                                                                      |
|            | WW Residential Class V Infrastructure Reimbursement   | \$ 4,944.00       |                         | Quadplex                                                                                     |
|            | WW Residential Class VI Infrastructure Reimbursement  | \$ 4,492.00       |                         | Condo-Townhouse (Plus \$1,624 for each unit over four (4))                                   |
|            | WW Residential Class I Infrastructure Reimbursement   | \$ 4,492.00       |                         | Apartment Complex (Plus \$1,624 for each unit over four (4))                                 |
|            | WW Commercial Class I Infrastructure Reimbursement    | \$ 4,055.00       |                         |                                                                                              |
|            | WW Commercial Class I Infrastructure Reimbursement    | \$ 4,529.00       |                         |                                                                                              |
|            | WW Commercial Class I Infrastructure Reimbursement    | \$ 5,174.00       |                         |                                                                                              |
|            | WW Commercial Class I Infrastructure Reimbursement    | \$ 6,146.00       |                         | (General)                                                                                    |
|            | WW Commercial Class I Infrastructure Reimbursement    | \$ 6,146.00       |                         | (Motel / Hotel) Plus \$1,537 per unit                                                        |



# TOWN OF OAK ISLAND FEE SCHEDULE

Effective July 1, 2017

| <u>Department</u> | <u>Charge Type</u>                | <u>Approved Amount</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <u>Unit</u> | <u>Additional Information</u> |
|-------------------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------------|
|                   | <u>Commercial Classifications</u> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |             |                               |
|                   | 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.                                                                                                                                                                                                         |             |                               |
|                   | <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 Infrastructure Reimbursements of the highest cost category and a tap fee based on the number and size of sewer taps installed.                                                                                                                                                                                                                                                                                               |             |                               |
|                   | 3                                 | A single building with multiple business units shall be required to pay an Infrastructure Reimbursement based upon the commercial class of business in each unit and a tap fee based on the number and size of taps                                                                                                                                                                                                                                                                                                                 |             |                               |
|                   | 4                                 | A single building having a combination residential class and commercial class shall be required to pay an impact for each unit based on the classification housed, and a tap fee based on the number and size of taps installed.                                                                                                                                                                                                                                                                                                    |             |                               |
|                   | 5                                 | When the use of a building is being changed to a higher user classification, there shall be water and wastewater Infrastructure Reimbursements charged that amounts to the difference between the fees for the                                                                                                                                                                                                                                                                                                                      |             |                               |
|                   | 6                                 | Water and Sewer Infrastructure Reimbursements 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 Infrastructure Reimbursements for reserved sewer flow capacity shall be paid at the time of town's approval. If development plans have not been approved and a permit issued by the town within 18 months from the date such capacity is available, the reservation becomes null and void and the town retains the Infrastructure Reimbursements.                                                                                                                                                                        |             |                               |
|                   | 8                                 | Vac system needs by customer will be figured by Utility Staff using Airvac Design Manual along with plumbing fixture flows provided by owner                                                                                                                                                                                                                                                                                                                                                                                        |             |                               |



# **Fiscal Policy**

## **PREAMBLE**

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

## **POLICY**

### **Budget**

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

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

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

## Glossary of Budgetary Terminology

***Accrual Accounting:***

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

***Ad Valorem Taxes:***

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

***Appropriation:***

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

***Assessed Valuation:***

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

***Balanced Budget:***

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

***Bond:***

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

***Budget:***

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

***Budget Amendment:***

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

***Budget Calendar:***

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

***Budget Document:***

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



# Glossary of Budgetary

(continued)

## ***Budget Message:***

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

## ***Budget Ordinance:***

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

## ***Capital Outlay:***

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

## ***Cash Accounting:***

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

## ***Cash Management:***

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

## ***Contingency:***

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

## ***Debt Service:***

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

## ***Department:***

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

## ***Delinquent Taxes:***

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

# Glossary of Budgetary

(continued)

## ***Encumbrance:***

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

## ***Enterprise Fund:***

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

## ***Estimated Revenue:***

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

## ***Expenditure:***

The cost of goods or services received by the Town.

## ***Fiscal Year:***

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

## ***Fixed Assets:***

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

## ***Fund:***

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

## ***Fund Balance:***

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

## ***GAAP:***

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

# Glossary of Budgetary

(continued)

**General Fund:**

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

**General Ledger:**

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

**General Obligation Bond:**

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

**Goal:**

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

**Indicator:**

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

**Interfund Transfer:**

Money transferred from one fund to another.

**Intergovernmental Revenue:**

Revenue received from another government for a specified purpose.

**Investment Revenue:**

Revenue earned on investments with a third party.

**LGBFCA:**

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

**Long Term Debt:**

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

**Maturities:**

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



# Glossary of Budgetary

(continued)

## ***Modified Accrual Accounting:***

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

## ***Objective:***

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

## ***Operating Transfer:***

Routine and/or recurring transfers of assets between funds.

## ***Program:***

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

## ***Property Tax Rate:***

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

## ***Recommended Budget:***

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

## ***Retained Earnings:***

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

## ***Revenue:***

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

## ***Special Assessment:***

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

## ***Tax Levy:***

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

## ***Unencumbered Balance:***

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

## ***User Fees:***

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