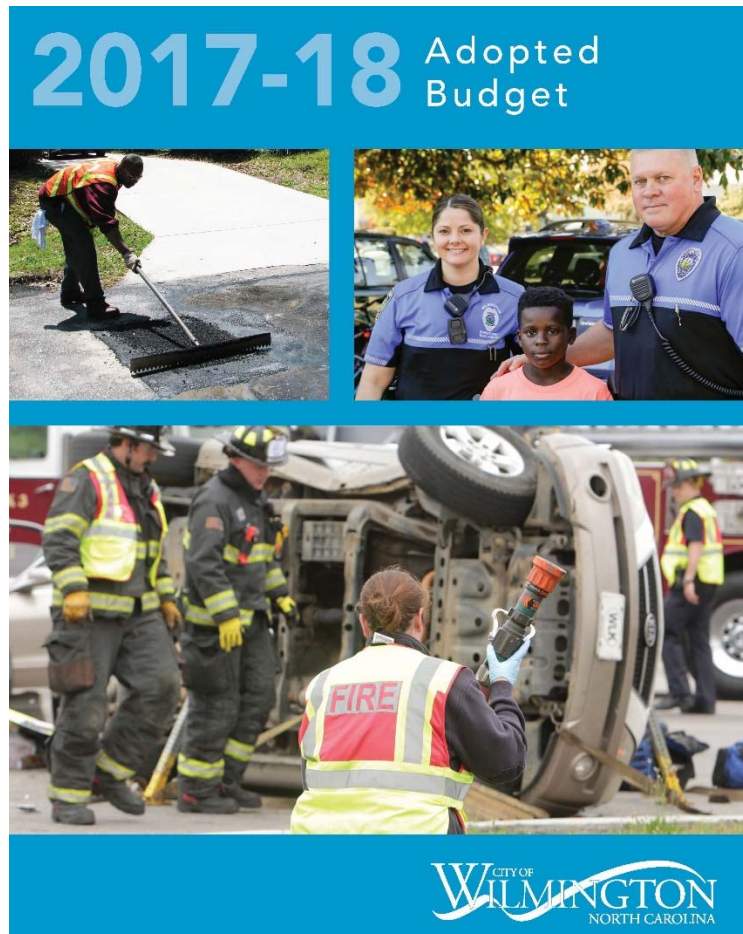


MAYOR AND COUNCIL

Bill Saffo, Mayor

Margaret Haynes, Mayor Pro Tem
Earl Sheridan
Paul Lawler

Neil Anderson
Kevin O'Grady
Charlie Rivenbark



CITY STAFF

Sterling B. Cheatham, City Manager
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Jane Horrell, Budget Specialist

Tony Caudle, Deputy City Manager
Laura Mortell, Budget Director
Suzanne Gooding, Sr. Budget Analyst



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Wilmington
North Carolina**

For the Fiscal Year Beginning

July 1, 2016

A handwritten signature in black ink, appearing to read 'Jeffrey R. Erwin'.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Wilmington for its annual budget for the fiscal year beginning July 1, 2016.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

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TRANSMITTALS

ADOPTED TRANSMITTAL



June 21, 2017

The Honorable City Council
And the Citizens of the City of Wilmington:

In accordance with state and local ordinances, I am pleased to present to you the Adopted FY18 Annual Budget for the City of Wilmington as adopted by City Council on June 20, 2017. After reviewing the budget, City Council directed no changes to the budget as submitted. The new ad valorem tax rate of 48.34 cents per \$100 assessed valuation still remains. The total net budget for FY18 equals \$217,484,481 with \$104,046,182 associated with the General Fund. I would refer all readers to the *Recommended Budget* transmittal for full budget details.

Of special note, the Wilmington City Council established a Municipal Services District (MSD) for the Central Business District in December of 2016 to provide professional services above and beyond what is already provided by the City. On June 6, 2017, Council adopted a tax rate of \$0.07 per \$100 assessed value, for both real and personal property, based on the total district's property values totaling \$545 million. Expected revenues totaling \$377,000 have been budgeted for FY18. This council action was separate from the budget process and therefore not part of the totals in this document. The MSD will be effective beginning July 1, 2017.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. B. Cheatham'.

Sterling B. Cheatham
City Manager

RECOMMENDED TRANSMITTAL



April 28, 2017

The Honorable City Council
And the Citizens of the City of Wilmington:

As required by the City Charter and on behalf of the City's management team, I am pleased to present you and the residents of the City of Wilmington the *Recommended Budget* for the fiscal year beginning July 1, 2017 and ending June 30, 2018 and the accompanying FY18-23 Capital Improvement Program. This budget is in accordance with §159-11 of the North Carolina General Statutes and meets the statutory and administrative obligations to prepare and present a balanced budget for your consideration.

The total projected net budget for FY18 is \$217,484,481 and represents a 29% increase from the current adopted budget of \$168,782,246, partly due to modifications of operational costs and increased capital appropriations but more specifically due to the voter approved Parks Bond projects. The current FY18 appropriations for capital projects represents the first year of the second 80/20 6 Year Capital Debt Plan. The recommended funding to capital projects is \$65,854,606.

The General Fund is the largest component of this total with expenditures totaling \$110,704,372, an increase of 6.4% or \$6.6 million over the current adopted amount of \$104,046,182.

The *FY18 Recommended Budget* reflects a real property revaluation year. The last New Hanover County revaluation was effective January 1, 2012 for FY13. North Carolina law requires each county to reappraise real property¹ at least every eight (8) years. The revaluation's purpose is to fairly reflect the value of all property and to help ensure property owners pay equitable taxes based on the value of their property. The County reassessed all properties this past year in the City of Wilmington and provided a valuation of \$14,836,952,148. This valuation represents an 8.64% increase in assessed values from FY17. The revenue neutral tax rate for the City of Wilmington for FY18 to include a 1.74% growth adjustment totals 45.42 cents per \$100 assessed value. The value of one cent equates to \$1,467,002 after being adjusted for the collection rate of roughly 99%.

The approval of this budget will require an additional tax rate adjustment of 2.92 cents over the calculated revenue neutral rate (45.42 cent) for a new ad valorem tax rate of 48.34 cents per \$100 assessed valuation. For comparison purposes, the current FY17 tax rate is 48.50 cents. Although individual taxpayers will see varying net changes dependent upon the assessed value of their property, for example

¹ Real property includes land, homes, building, permanent fixtures as well as rights and privileges pertaining to land, such as mineral or forestry rights as well as personal property, both tangible and intangible, which is not permanently affixed to land.

purposes, the impact to a taxpayer with an average home value in Wilmington of \$220,000 will pay an additional \$88.40 tax levy per year.

The 48.34 cents will be used for the following purposes:

- 38.86 cents for General Fund operations
- 9.47 cents for Debt Service Fund

The Debt Service Fund is currently supporting the completion of projects related to the 1st 80/20 CIP and the voter approved Transportation Bond. In FY18, it will now begin to support projects related to the voter approved Parks Bond (adjusted tax rate = \$0.0180), the Water Street Deck Collaboration (adjusted tax rate = \$0.0094) and the 2nd 80/20 CIP plan (adjusted tax rate = \$0.0018).

It is recommended that the “rainy day fund”, General Fund undesignated fund balance, be appropriated for certain one-time expenses that total \$7,960,200 to balance this budget. This amount is approximately \$2,215,857 more than the \$5,744,343 appropriated in the FY17 Adopted Budget. The fund balance will be used for the following three (3) Capital Improvement Plan projects.

- Replacement of 800 MHz Radios totals \$2,710,200 for emergency communication
- Replacement of Core Financial System totals \$4,500,000, a system 20+ years old
- Full funding, including a contingency for Police and Fire Training Facility totaling \$750,000

The General Fund unassigned fund balance at June 30, 2018 is expected to be \$27,092,053 or 24.62% of the FY18 projected expenditures. This projection assumes that the full FY17’s adopted appropriated fund balance is expended by June 30, 2017 and nothing else is required in FY18. Our Financial Management Policies state that unassigned fund balance should only be appropriated for non-recurring expenditures. The City’s General Fund unassigned fund balance remains healthy and above the Financial Management Policy’s minimum target of 15-20 percent with this recommended budget. Of special note, even though our financial policies require the minimum target of 15-20 percent, an internal practice aims to operate with the unassigned fund balance of the General Fund at a minimum level closer to 25% as a measure that takes into account the timing of major revenue sources, maintenance of the AAA bond ratings and any unanticipated emergencies.

The Economy

Our local economy continues to improve modestly with persistent increases in job gains, economic activity as well as a resurgence in local tourism. The Cameron School of Business’ *Economic Barometer* published April of 2017, states the region should expect a positive outlook that is driven by three items: employment growth, strength in the residential real estate sector and positive productivity growth. Senior regional economist, Richard Kaglic, with The Federal Reserve Bank speaking at *Wilmington’s 25th Annual Economic Forecast* stated that Wilmington continues to recover faster than some of the smaller metropolitan areas of the State and is expected to do better than the State and the U.S. average throughout 2017. He also expects job growth across the board especially in professional business services but encourages the region to keep an eye on the manufacturing sector given the output is growing even though the jobs are not. The housing market for the Wilmington region continues to be strong in terms of homes sold and median price. Dr. Adam Jones of the University of North Carolina stated at the same Annual Economic Forecast

meeting that there is an optimistic outlook for continued improvement in incomes, capacity for growth as well as a strong dollar².

At both the State and Federal level, there are some uncertainties the City should continue to monitor. Legislation at the State level has already been introduced related to special additional retirement benefit for firefighters, an unfunded mandate, and a latest iteration in the sales tax redistribution (LOST adjustment factor) that is applied to the half-cent sales tax imposed under Article 40. At the time of this publication, the legislature is still in session with no clear indication on any of the outcomes.

Another area to watch is the new federal administration that has verbalized plans to reform the tax system, healthcare industry, international trade regulations, housing and urban development, human services, transportation and more. The uncertainty of these changes should be watched closely for their impacts to local governments. What has occurred and will continue to be monitored are the changes with the federal prime interest rate increases. Because the nation has continued signs of a healthy economy, the Federal Reserve justified rate increases in 2016 and again in March of 2017 with expectations of two more by the end of the calendar year. This could affect the city's future debt costs for capital projects as well as consumer spending. One potential change at the Federal level that could benefit local governments relates to the internet sales taxes (marketplace fairness) which if changes, will serve to benefit our revenues.

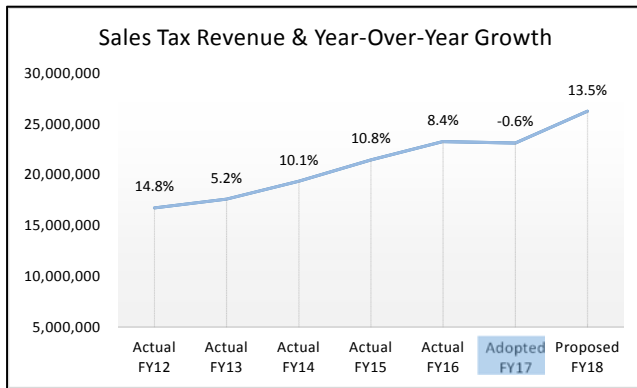
Changes in the Wilmington skyline are ongoing especially in the downtown area where an influx of development and activity is continuing. Hotels are being constructed from the center of downtown north. The Hampton Inn on Grace Street recently opened April of 2017. Adjacent to the Convention Center, the Embassy Suites is under construction with an expected opening date in October. Two other hotels are in the works in the northern downtown area, the Aloft Hotel, with a construction value of \$25 million and the Indigo Hotel with plans of 135 guest rooms along the riverfront near the Convention Center. These hotels will provide over 500 more guest rooms to the downtown area and are just the beginning of the changes.

Growing the residential base in downtown is also important to Wilmington's economic environment. Accompanying the hospitality developments there are 800 new housing units that have either been recently opened, under construction or in design. Pier 33 apartments are proposed near the Port City Marina. City Block apartments added over 100 units with the Rogue Townhomes contributing to the transforming Brooklyn Arts District. On the southern side of downtown, on Castle Street, the Oasis development added over a dozen housing units and the Sawmill apartment development is scheduled for development near the Isabell Homes Bridge.

Two regional chain restaurants, BlackFinn Ameripub and Vida, are coming to the Port City Marina area with expected opening dates in summer of 2017. Farmin' On Front, the first grocery store in the downtown area, opened last fall. Brewing businesses are also making their presence known. Waterline

² Paragraph summarized by material received from the *Wilmington's 25th Economic Forecast* as well as WilmingtonBiz's article dated January 11, 2017 titled *Annual Economic Forecast Unveiled For 2017* authored by Vince Winkel.

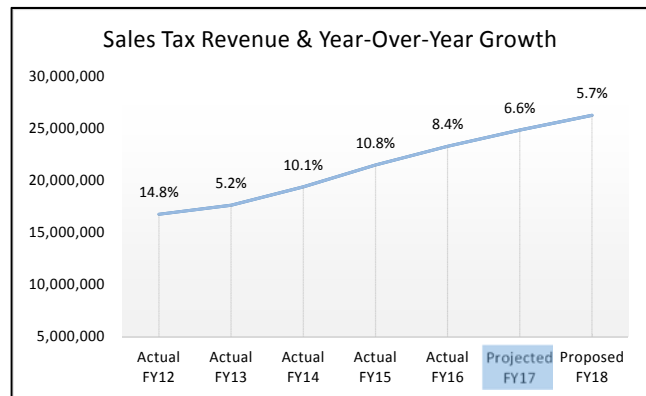
Brewing Company opened on Surry Street in December of 2016. New Anthem has opened its doors on Dock Street and Edward Teach Brewing is planned for the Brooklyn Arts District.



This recommended budget continues to recognize certain signs of improved economic health. Our forecasted increase in **sales tax collection**, totaling 13.5% over the FY17's adopted budget, is now on par with the increases in revenues recorded over the past five years. To understand the increase, it is important to recognize the State expanded the sales tax base³ in March of 2015 with the first impacted distribution in July of 2016. As of December

2016, the State's sales tax collection estimates were 3% higher than forecasted. Wilmington's sales tax forecast for FY17 were also above adopted levels by a projected \$900,000 not including the influx expected for the Wells Fargo Golf Championship tournament. The total revenue for sales tax is \$26.2 million.

The NC League of Municipalities estimates the projected FY17 distributions will be 4.75% over FY16 distributions and that FY18 local sales tax distributions will be 4.25% over FY17's collection. Wilmington tends to be higher than the state average due to the city's location and tourism industry resulting in about 1.5% to 2% over the state projections. The recommended budget for sales tax falls within the recommendations provided by the League when adjusting for percentages above the states average. If the economy continues to grow at the current pace, the City's FY18 sales tax projection is modestly aggressive but reasonable given the trends. It should be noted, the economy even though strong will not stay on a positive trajectory repeatedly. The economic cycle is typically 10 years and we are nearing that timeframe.



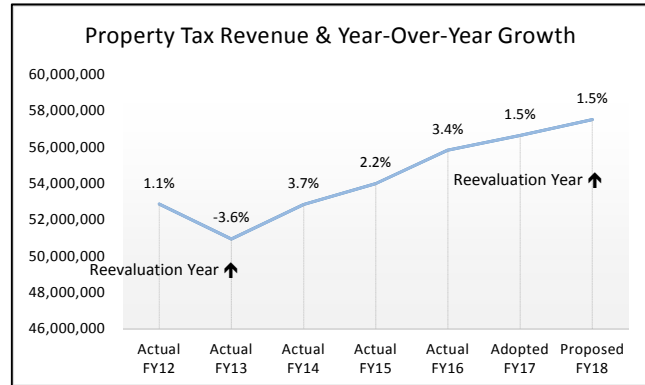
If the economy continues to grow at the current pace, the City's FY18 sales tax projection is modestly aggressive but reasonable given the trends. It should be noted, the economy even though strong will not stay on a positive trajectory repeatedly. The economic cycle is typically 10 years and we are nearing that timeframe.

The City of Wilmington projected FY18 **property tax growth** over FY17's adopted budget totals 1.5% and is a continued indication of the positive trend in the real estate market as multi-family, hotel and office construction continue to expand our tax base. The City's tax base for FY18 is estimated at \$14,836,952,148 with the City's real property totaling \$13,910,952,148 and Motor Vehicle property

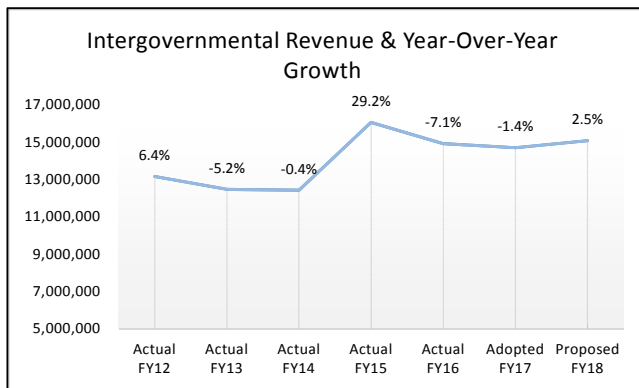
³ Some of the sales tax expansion includes charging sales taxes on previously untaxed services such as repairs to cars, installation of big items or warranties connected to new purchases.

equaling \$926,000,000. With a \$0.4834 tax rate, one penny equates to a value of \$1,467,002 using a collection rate of 99.8% for property tax and 100% for motor vehicles. The tax base is expected to bring the City \$70,914,880 which is split between:

- General Fund (\$57,022,371/\$0.3887)
- Debt Service (\$13,892,510/\$0.0947)



The third largest revenue stream category is Intergovernmental Revenues. The FY16 Adopted budget saw a \$2.3 million reduction in tax revenue due to the elimination of the local business privilege license fees. Signs are slowly indicating that the mid-FY14 intergovernmental revenue tax base expansion may be a



revenue stream aiding the City in that loss. The City saw a \$2.5 million increase specifically in the **utility franchise tax** from the FY15's actuals of \$4.6 million to the FY16's actuals of \$7.1 million in that revenue stream alone. FY18's utility franchise tax budget is projecting a conventional 3% increase over FY16's actuals due to the revenue stream stabilizing after the base expansion. Utility franchise tax is weather dependent, if normal weather patterns persist, this revenue stream is expected to bring in at least \$7.3 million in FY18.

There are a few revenue streams in the Intergovernmental category with special notable circumstances related to customer behavior. The **telecommunications sales tax** distributions are declining due to customers abandoning landline telephone service and going solely to mobile devices. For this reason, the FY18 budget is \$900,000 or 17% less than FY16 actuals and 14% less than the FY17 adopted budget. This similar reduction is also seen in the **video programming tax** where the decline is attributable to customers exchanging cable TV with streaming services. The recommended FY18 revenue is 5% less than adopted FY17. Taking these impacts into consideration as well as the stabilization of the utility franchise tax, the intergovernmental revenues are modest 2.5% above FY17's adopted rate contributing \$15 million to the city's overall budget.

And lastly, the City's general obligation bond rating was upgraded to Aaa by Moody's. This is the highest possible rating and matches the current AAA ratings previously issued by Fitch and Standard & Poor's. The higher bond rating results in lower interest costs on long-term debt. The credit rating agencies base their ratings on a number of factors. Both Fitch and Standard & Poor's cited the city's healthy and diverse economy, very strong financial management, budgetary flexibility provided by ample operating reserves, and manageable long-term obligations. Moody's coupled that with the city's strong financial reserves, conservative policies and practices for their upgrade. Better bond ratings result in lower interest ratings and lower borrowing costs.

We continue to be moderately conservative in our projections. The total General Fund revenues equal \$110,704,372 which is 5.5% higher than FY17's Adopted budget due to both increases in revenue projections as well as a \$2.2 million increase in use of General Fund unassigned fund balance transfer to the Capital Improvement Plan.

Budget Preparation

In developing the FY18 recommended budget, the strategies used to balance the budget included:

- No property tax rate change for basic General Fund operations
- Modestly aggressive revenue estimates in sales tax
- One-time strategic use of fund balance for CIP projects
- Continue core services with limited additions
- Prioritize any requested enhancements based on the city's key strategic priorities

In starting the budget process, City priorities were identified and the budget was framed with those in mind. Those included the following:

- Develop and fund strategic plan initiatives with an emphasis on the following:
 - Community policing related to youth violence prevention
 - Workforce development jobs and affordable housing
 - Core infrastructure upgrades & maintenance⁴
 - Collaborative partnerships
- Maintain current services at current levels⁵
- Increase infrastructure maintenance related to the following areas:
 - 80/20 Capital projects
 - Transportation Bond projects
 - Parks Bond projects

Every department in the City contributed to the overall goal of recommending a budget that incorporates a fiscally responsible plan for the continuation of basic quality services that meets the City's priorities as set forth above. Departments were charged with submitting the following scenarios:

- A flat base budget that realigned with current department priorities to include any resource shifts related to new services deemed a priority
- Enhancements that related to either:
 - Strategic plan initiatives
 - Current service level maintenance
 - Core infrastructure maintenance

⁴ Core infrastructure maintenance focuses on those areas where the City has taken on assets over the years but has not provided the appropriate resources to maintain those assets.

⁵ Maintain current services at current levels focuses on those services that need additional resources to continue the same service going into FY18 such as contract increases, material increases and the like.

Budget Highlights

As we moved through the development of the budget, it was imperative we obtained Council feedback. I want to thank the members of Council for your continued input into the development and shaping of the recommended budget through the budget work-sessions. The following section provides highlights included in the recommended budget.

Strategic Plan

Staff are dedicated to delivering high-quality services to Wilmingtonians. FY17 represents the first full year implementation of the City's newly adopted four year strategic plan. The plan builds upon the community's vision and the city's core values and commitments.

The foundation of the plan are the six focus areas adopted June of 2015 and include:

- **Create a Safe Place:** The City will create a safe, inclusive community with neighborhood/area based public safety and support services.
- **Foster a Prosperous, Thriving Economy:** The City will promote opportunity and prosperity by fostering sustainable, regionally coordinated economic growth and development strategies for creating jobs, building a strong workforce, facilitating commerce and business vitality.
- **Promote Culture, Arts and Public Spaces:** The City will provide unique, creative open space, parks and community facilities integrated with arts and cultural activities for all.
- **Support Efficient Transportation Systems:** The City will advocate for, develop and maintain diverse modes of transportation needed for an inclusive, connected community. Greenways, pedestrian and bicycle amenities and a regionally focused multimodal transportation system will increase mobility and regional connectivity.
- **Engage in Civic Partnerships:** The City will build and improve partnerships, collaborations and relationships with all stakeholders, including our citizens and public and private organizations.
- **Provide Sustainability and Adaptability:** The City will protect and preserve our natural resources with quality design for the built environment.

The impacts staff have already made in the first 10 months are highlighted below:

Create a Safe Place:

- Realigned the Recreation Specialist job duties toward youth engagement
- Expanded summer jobs for youth with the city through Blue Ribbon Commission and the OOPS Foundation
- Police Department partnered with non-profits such as Boys and Girls Club, YMCA for PAL Sports and Grace United Methodist Church providing mentoring and coaching to the community's youth

- Fire Department engaged community based service organizations that align with Fire's mission in an effort to work together

Support Efficient Transportation Systems:

- Streets staff began conducting street condition analysis helping target repair needs
- MPO partnered with My Open Road app challenging the community to use alternative modes of transportation

Promote Culture, Arts and Public Spaces:

- Recommended Parks Bond for citizen consideration that was approved in the November 2016 elections
- Developed detailed conceptual plans for Northern Waterfront Park Development
- Working closely with the Arts Council on regional branding

Foster a Prosperous, Thriving Economy:

- Continued efforts with Innovate NC
- Support the Wells Fargo Championship Golf Tournament
- Creation of multiple Public/Private partnerships to better the city (Water Street, Convention Center Hotel, Northern Riverwalk entertainment/restaurant venues)

Engage in Civic Partnerships:

- Creation of the joint New Hanover County/City of Wilmington Ad-hoc Committee to improve Workforce and Affordable Housing
- Chartered a Community Relations advisory committee
- Revamped city-owned property to be leased to Communities in Schools organization who work with at-risk youth

Provide Sustainability and Adaptability:

- Progress in building succession plans
- Reduced staff electricity usage through education
- Encourage environmentally friendly office supply purchases

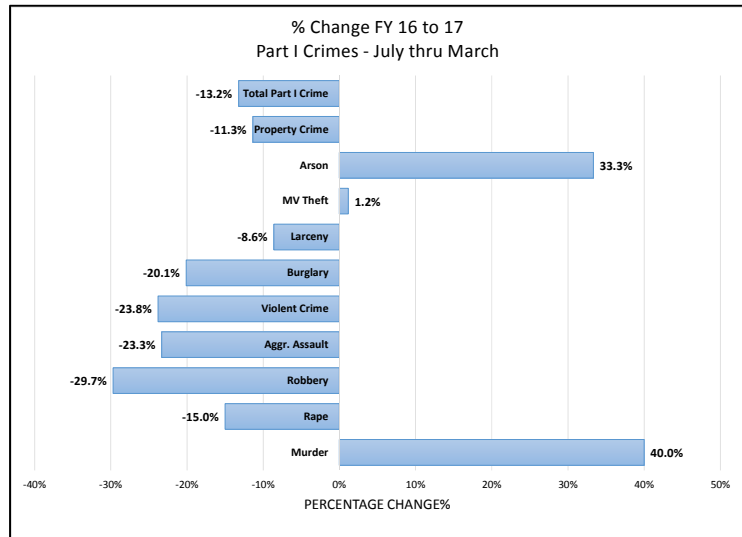
The FY17-20 Strategic Plan sets the tone for the development of the recommended budget. The plan serves as a roadmap guiding the City’s vision for the future through its focus areas, strategies, action steps and outcomes. The plan continues to provide a consistent framework for alignment with the Comprehensive Plan, Council’s policies, budgetary decisions and staff guidance.

This recommended budget continues funding for current services and programs that support the City’s Strategic Plan and specifically those initiatives that will advance the six areas identified as the primary focus areas of Council’s vision for the City. The recommended budget has \$2,017,012 in new funding initiatives that directly tie to the strategic plan and \$3,203,320 that was shifted in department’s base budget to support strategic plan initiatives or was funding that was continued from FY17. Those highlights follow.



Youth Violence Prevention & Community Policing

The City continues to see a reduction in crime over the last few years. Part I Crimes city-wide have dropped 13% from FY16 to FY17 (July – March). The City is continuing to see an increase in youth violence over that same period as it pertains to gang related activities. The City is responding in several ways to help the community in efforts to reduce youth violence.



The recommended budget continues to fund efforts to aid in the reduction and prevention of youth violence in progressive and innovative ways. Our outside agency competitive process, which went to a 2 year contract cycle in FY17, enables community partners to request funding to help support community-based programming. Generally, these organizations are well established in the community, having provided quality programming for many years. This year, the agencies funding continues at the same level authorized last fiscal year. These agencies are presented in the Sundry Non-Departmental section of the Recommended Budget to view them in their entirety. The total General Fund dollars supporting these agencies totals \$600,903, less than a 1% difference under FY17’s contribution. It should be noted there is an additional \$150,000 through the Community Development Block Grant. Just a few of those important organizations include:

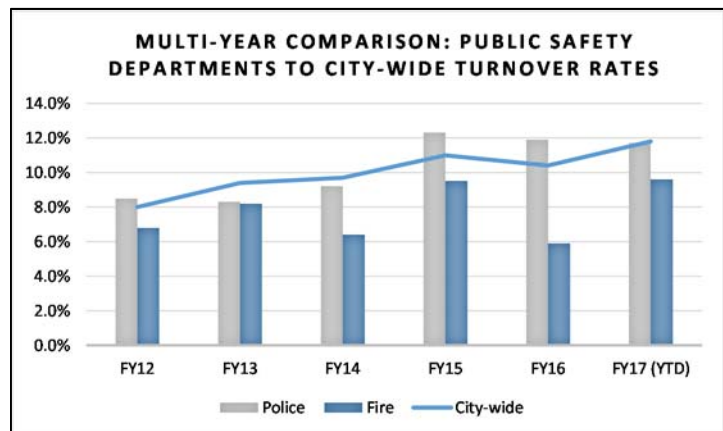
- Blue Ribbon Commission which supports two programs:
 - Voyager program that focuses on job skills training, career exposure, mentoring, vocational apprenticeships and eight (8) weeks employment for youth
 - YEZ program that focuses on youth violence prevention through education, safety, and health & wellness programs
- Phoenix Hometown Hires provides job readiness and job placement services to disadvantaged persons, including young adults and sheltered persons
- Brigade Boys and Girls Club and Community Boys and Girls Club address youth intervention with afterschool and summer education, tutoring and recreational programming
- Dreams provides programming focusing on multi-disciplinary arts classes, serving elementary, middle, high school aged youth

The recommended budget funded one additional request due to its direct link to at-risk youths in our community. Kids Making It has gathered support from around the Wilmington area to renovate their current building on Castle Street. This effort is acquiring funding for a workshop allowing the program to build capacity to serve more kids and allow additional programming not currently available due to lack of building space. Funding in the amount of \$35,000 is in the recommended budget.

The budget continues our youth athletic and engagement programming. The FY18 recommended budget continues to outsource the pool operations to the YMCA. This decision to outsource has been successful in FY17 resulting in increased pool hours and number of days the pools are open. It may be time to consider a long term agreement to continue this service. Community Services, through a base shift, added two part-time recreation staff for the Martin Luther King Center to aid in the recreations program. First Tee, a program that influences the lives of young people by providing not only skills in the golf arena but also educational programs that build leadership, character and promotes healthy choices, has built a small course adjacent to the Municipal Golf course. Revenue is received from the First Tee to maintain the course which has a practice swing area.

In response to the public’s desire for community policing, several initiatives continue. In the winter of 2016, overseen by the Wilmington Police Department, the Office of Strategic Enforcement and Outreach was formed. This function is comprised of liaisons from both local and State legal and law enforcement partners. Key to this budget are the internal partners that include the City Attorney, Community Services Code Enforcement, Public Service’s Solid Waste Management and Buildings divisions, Fire Department’s Fire and Life Safety and the Planning division. Together, these internal organizations have focused on areas around the city that have a propensity to either have an environment that perpetuates crime or the fear of crime. The FY18 Recommended Budget continues with these efforts. The General Fund transfer totaling \$29,866 to Solid Waste Management was successful in FY17 and will continue in FY18’s budget. This funding allows Solid Waste to coordinate with the Wilmington Police Department to clean up city rights of way and illegal dumpsites, aiding in the 'Broken Window Theory', potentially reducing crime in the community. Last year, the funding allowed seven (7) distressed neighborhoods to be cleaned and picked up 80 tons of waste.

For the Public Safety departments, there has been a rise in turnover rates over the last few years. Police have seen the spike above the city’s average year over year for the last three years. Fire is beginning to see similar spikes over their normal average. The recommended budget places an emphasis on retention for both uniform and sworn employees between 1 – 6 years of service that are earning a salary below the city’s mid-point. The Police and Fire Department’s will begin to address this issue using their gross salary allotment to adjust those who are under the city’s mid-point and under six years of service. This year’s initiative will constitute the first year of a multi-year plan in an effort to reduce turnover rates.



Other community policing initiatives include the following.

- The Real Time Crime Center (RTCC) is continuing to improve the way the Police Department responds to and analyzes emergency situations in the community. Funding for the RTCC totaling

\$44,527 to purchase equipment for the center as well as technical training for the center's staff is funded in the budget.

- The city has a back-log of latent prints that have not been compared to the existing state and federal databases. A partnership between the Police Department and the State will allow the city to send latent prints to the State laboratory for processing. The funding (N=\$81,000) will pay for contract services with the State for a dedicated latent print examiner.
- The city's police officers need to respond to situations that may call for advanced tactics and coordination. The budget funds \$11,976 for simmunition equipment. This equipment allows the officers to be trained on de-escalation tactics.
- The North Carolina Governor's Highway Safety Program grant has been funding 100% of a Forensic Chemist position. The next grant application process has decreased funding by 50%. This position is housed in the Police crime lab and supports both the city and our regional partners in Blood Alcohol Analysis. A process is currently underway to gain financial support from the regional partners to fund this position and other aspects of the crime lab by the FY19 budget cycle. Since the grant cycle is from October of each year to the end of September, there is enough funding to support the position through March of 2018. The FY18 budget authorizes \$21,073 to fund the remaining quarter of FY18.
- The property and evidence room is critical to securing evidence and property seized by the Police department. There has not been an increase in staffing since calendar year 2000. In 2000, staff processed 6,852 pieces of evidence as compared to 13,223 in calendar year 2016, a 92% increase. The FY18 recommended budget funds two property and evidence technicians for \$86,473. Two additional staff are recommended in order to process and track personal property in custody for Police.

Core Infrastructure Maintenance

Those areas where the City has acquired assets over the years but has not funded the appropriate amount of resources to maintain them are also a strategic plan initiative. This priority does not only relate to physical structures but also human capital. The recommended budget provides the following initiatives related to this priority.

The budget continues maintenance efforts. The City has 127 alleys totaling 13 miles that are maintained by the right of way crews in the Parks Maintenance division. Each alley is cleared of overgrown trees and shrubs twice a year. In addition, many of these alleys are 10' wide or less. The combination of the small width and the over grown foliage make these alleyways difficult for Solid Waste drivers to maneuver and service customers in these alleys. The recommended budget funds a pilot program totaling \$20,000 in the Solid Waste Management's budget. The funding will pay a contracted private tree company to help maintain the problem alleyways Solid Waste identifies assisting the Parks staff in this consistent need.

As the northern downtown riverfront continues to expand geographically, the need for services also expands. The Downtown Section of Solid Waste continues to provide services to the Central Business District (CBD) to include refuse collection through the blue bag program, ABC glass and cardboard collections for bars and restaurants, pressure washing of sidewalks, public bathroom cleaning, litter pickup, maintaining of trash and recycling receptacles and graffiti removal. In addition to these services, two Solid Waste staff collect trash from brick trash cans in more than 25 park locations from 1 to 3 times

per week. The FY18 budget recommends shifting these two staff to the northern downtown riverfront to provide Solid Waste services and fund \$27,552 for the Parks staff to pick up trash in city parks. The Parks staff currently service many of the parks trash receptacles already or the parks have private dumpster service. The funding authorizes 1 part-time staff and 1 seasonal staff to help with the trash collection. To lower the cost of a needed vehicle, an old stakebed truck already contributing into the fleet replacement fund will be replaced with a F350 truck. This initiative allows the CBD to receive the same level of service they currently receive and provide that level of service to the expanded downtown.

The 1st year of the 2nd 80/20 Capital Improvement Plan continues to support the city's infrastructure maintenance needs. Funding in the amount of \$243,250 is scheduled for park facilities maintenance and \$387,941 for city building maintenance. This budget also continues with the streets and sidewalk upgrades (\$2,418,684) found in the Capital Improvement Plan. This funding will aid in the road construction practices such as full depth reclamation and stabilization, milling, resurfacing, surface treatments and pavement preservation techniques. Other projects include bridge repair, 1st year funding for the brick street rehabilitation, LED upgrades on Market Street, an interchange upgrade at Kerr and MLK, and funding for improvements coordinated with Cape Fear Public Utility Authority (CFPUA).

The Police Headquarters' flooring on the ground level has been damaged in numerous areas by moisture seeping through the ground. Not only is the flooring unsightly but some of the areas are showing signs of mold. The Department has piecemealed the repairs throughout the last few years. The current issue is that the flooring used is no longer available. To maintain high traffic areas and ensure the safety of the employees, funding in the amount of \$40,990 is recommended to replace the current flooring with tile to ensure future damage will not continue.

There has been increases in operational staff over the years but without the addition of any internal service support staff. This year's recommended budget builds upon FY17's initiative of addressing these needs. In the Planning division, a new administrative support technician totaling \$42,731 is recommended with a specific focus of streamlining the preparing and archiving of minutes for multiple meetings including Planning Commission, Subdivision Review Board and the Historic Preservation. In addition, this person will assist with the development review process. A total of \$57,675 is dedicated to support a fiscal support specialist in the Budget and Research Office. This position will aid the office toward managing and expanding the strategic plan process, conducting benchmarking research and streamlining city-wide processes. A compensation analyst is being funded in Human Resources with salary, benefits and operating expense totaling \$97,142. This position will aid the department in the maintenance of job descriptions, performing market analysis and completing market surveys. Funding in the amount of \$70,000 is included professional services to allow the IT department capacity to hire professional staff to help with network design, enterprise Wi-Fi and active directory redesign. The MPO was authorized funding for a GIS analyst totaling \$69,778 with the city share being \$5,879. This position will perform data analysis for the regional partners and allow jurisdictions to better navigate and utilize transportation data sets and analysis techniques.

In this budget the Engineering division is elevated as its own department, reporting to a Deputy City Manager for Operations and CIP. It is presently a division of the Public Services Department but reports directly to a Deputy City Manager. This change will establish a formal structure and elevates an emphasis

on the importance of completing the plethora of capital projects and permitting scheduled. This adjustment requires no increase in staffing. One Deputy City Manager will be designated for public safety and internal services with a second designated to operations/CIP, a more basic structure.

Fire, Police, Traffic and Public Services department's radios are at the end of their life cycle and will no longer be supported by Motorola in 2019. Furthermore, there are some radios that are not working properly. It is critical that the city replaces the radios to ensure the safety of employees and citizens. The 2nd 80/20 Capital Improvement Program has \$2,710,200 funded through a transfer from the General Fund using unassigned fund balance. This funding supports the replacement of 800 MHz radios utilized by the Fire, Police, Traffic and Public Services departments.

Workforce and Affordable Housing

The establishment of a City of Wilmington/New Hanover County Ad hoc Committee on Improving Workforce/Affordable Housing has been developing their recommendations throughout the current fiscal year. The committee provided their recommendations to both the City and the County in April of 2017. The FY18 recommended budget has a \$400,000 placeholder in the budget pending a joint City Council/County Board meeting to determine what recommendations from the Ad hoc Committee should be supported going forward.

It is anticipated that a portion of the \$400,000 will also continue to fund those programs that aid low income owner-occupied housing and rehabilitations programs at a similar level as FY17. Those programs include:

- Homeownership Opportunity Program
- Minor Repairs up to \$10,000
- Owner-occupied housing rehabilitation programs up to \$75,000

Other Strategic Plan Initiatives

Further enhancements related to the strategic plan were funded in the recommended budget. The Fire Department implemented a pilot Aid Car program with resources provided in FY17. An aid car response team, currently running one shift from the Cinema Drive Fire Station, is aimed at reducing the number of responses by frontline apparatus when dispatched to EMS incidents and reduce personnel over time. The program creates a safer community as well as reduces overall maintenance and fuel use of the fire suppression vehicles currently performing this task. In February of 2017, Council approved the Fire Department's request to apply for a grant through the Department of Homeland Security, Emergency Preparedness and Response. The grant request ultimately would aid in funding 14 additional firefighters. If granted, the personnel will be assigned to the Aid Car program allowing the program to expand to multiple shifts and stations around the city. The grant funds only salary and benefits and no operating costs. Additionally the grant will pay up to 75% of the first and second year costs and 25% of the third year cost. Funding in the amount of \$224,011 was placed in the department's budget to be used for both the city's grant match and any required support (i.e. uniforms, gear or vehicles) needed for personnel.

Other strategic plan initiatives related to the Fire Department include \$8,500 in funding to purchase smoke alarms for fire officials to proactively install the alarms in homes around the community to help prevent fire deaths and property loss in the City. This program allows the department to continue to educate the community on the importance of fire safety. The City of Wilmington rests on many bodies of water and the fireboat is imperative in aiding in fighting shoreline and shipboard fires or conducting water rescues. The maintenance of the fire boat can be costly. In the recommended budget \$43,120 is funded to paint the entire boat (\$37,120) and replace the hoses (\$6,000). The hull requires painting annually; however, the portion above the water requires painting every 10 years.

Continuing our partnerships with local agencies, and reflected in the FY18 budget, is WAVE Transit's operating subsidy totaling \$1,363,257, three percent over FY17 adopted amount. Additionally, WAVE's capital request for the maximum 20% match for four buses totals \$372,200 with any additional funding from the State or Federal grant matches decreasing the City's contribution. Staff recommends the use of the Transportation Bond appropriation dedicated to general transportation projects to fund their Capital subsidy request. Additional funding related to WAVE Transit in the amount of \$25,000 is recommended as the City's share to use for a collaborative effort with New Hanover County to fund a long term financial study.

Other partnerships, with economic development and cultural arts partners, include University of North Carolina at Wilmington. A second year of funding in the amount of \$100,000 is authorized to support efforts in redevelopment of the athletic track, subject to the approval of a joint use agreement. This funding represents the second of a three year allocation. Additional funding of \$70,000 is budgeted for the UNCW Entrepreneur Center and remains consistent with previous funding.

In addition to the UNCW Entrepreneur Center, this budget recommends the continued partnerships with our other economic development partners. FY18 represents the 2nd year of a three year funding cycle with our economic civic partners. The funding remains at the same level as last year totaling \$446,890. The following represents what can be found in this proposal.

	FY16 Actual	FY17 Adopted	FY18 Recommend
Economic Civic Partners			
<i>Economic Development</i>			
Wilmington Business Development	\$ 87,551	\$ 100,000	\$ 100,000
Wilmington Downtown, Inc.	\$ 66,325	\$ 86,000	\$ 86,000
Wilmington Regional Film Commission	\$ 119,500	\$ 121,890	\$ 121,890
<i>Cultural and Recreation</i>			
Entrepreneur Center	\$ 70,000	\$ 70,000	\$ 70,000
Cucalorus Film Foundation	\$ 12,000	\$ 22,000	\$ 22,000
Arts Council	\$ 25,000	\$ 25,000	\$ 25,000
Cameron Art Museum	\$ 10,000	\$ 10,000	\$ 10,000
Wilmington Jewish Film Festival	\$ -	\$ 2,000	\$ 2,000
Children's Museum of Wilmington	\$ 10,000	\$ 10,000	\$ 10,000
Total Economic Civic Partner Agencies	\$ 400,376	\$ 446,890	\$ 446,890

The Cape Fear Public Utility Authority is partnering with the United Way and Salvation Army to aid customers at risk of losing their water services with financial support to ensure their services are not shut off. There are over 290 residents who have requested financial assistance with their water and sewer bills. The *CFPUA Assist: Neighbor Helping Neighbors* program will begin to address the needs of these customers. The request was for one-time funding in the amount of \$4,000 to create the strong financial foundation for the program while the program seeks on-going revenue. The FY18 budget provides the requested \$4,000.

The Wells Fargo Golf Tournament brings an unprecedented opportunity to the City of Wilmington in May of 2017. The Wilmington Chamber of Commerce has organized an effort with area economic developers, including the City of Wilmington, to develop a regional economic development marketing initiative tied to the tournament. The City's contribution is \$50,000 of which \$25,000 was already expended in FY17 contributing to the launch of a regional economic campaign. The recommended budget has \$25,000 to continue the marketing campaign.

The FY18 budget shows a continuation of funding for the Inland Greens par 3 golf course but represents the first year of operations of this course. FY17 funded the maintenance aspect of the passive park, this year's funding in the amount of \$259,410 is identified for the recreation programs and specialized equipment for the maintenance of the golf course. As a reminder, Inland Greens is now run by the Community Services department and fully funded by the General Fund. Also found in the Community Services Department is a new tree trimmer to aid in the continued disposal of trees. There was funding in previous budgets allocated for contracted tree service removal totaling over \$100,000. This funding was in FY18 base budget. The department feels that a three-person crew will be more effective in providing the disposal service than using contracted tree services. Shifting of base resources totaling \$47,927 funds a new tree trimmer and provides the department with two three-person crews.

And lastly, the strategic plan focuses on stewardship of tax payer's money. Funding totaling \$67,000 is budgeted to purchase Accounts Payable Forensic software that will aid in identifying duplicate or fraudulent vendor payments, validate vendor records and assist in analyzing files for duplicate and inactive vendors. The funding covers the cost of the software use for a three year period.

Continuing Core Services

Our workforce is the backbone to the continuation of high-quality services to our community. As a priority, this recommended budget reflects the continuation of a multi-year compensation strategy that pays market wages to employees doing similar jobs in the current labor market. Three percent of wages is included in this budget for compensation that includes 2% across the board adjustment and 1% for rewarding employees with significant performance, equity concerns and/or those below the mid-point/market. We are appreciative of Council's support and commitment to market employee compensation.

Even though our employees have done an excellent job of becoming a healthy workplace, the City of Wilmington received a renewal that indicated health rates need to increase. The City is self-insured and there are a number of members on the city's plan that are high risk with high cost claims. It was necessary

to modify our plan design such that co-payments, deductibles and out-of-pocket costs will increase slightly. If an employee is participating in the Health Risk Assessment program where they are provided financial incentives to participate, an employee only plan on the PPO will have a \$16 increase a month for a monthly total cost of \$114. An employee only plan on the HDHCP will see an \$8 increase a month for a monthly total cost of \$76.

Additional funding is needed to continue core services at current levels. Many of these services require enhancements to include replacement of equipment to ensure staff has what is needed to complete their jobs safely and effectively. Some of those initiatives include the following:

- Defibrillators (7) for front line apparatus in the Fire Department at a cost of \$24,430
- In-car video systems (5) in the Police Department totaling \$25,750 which includes installation costs
- Rescue Jacks (4) replacements for the Fire Department at a cost of \$13,000
- Turnout gear for Fire department at a cost of \$7,400
- Vehicle replacement costs for Fire Department for three high mileage vehicles totals \$82,060 which includes funding for fleet replacement
- Fire mechanics garage tool set replacement at a cost of \$21,000
- Body camera data storage for individual units throughout the Police Department at \$12,099
- One traffic motorcycle replacement totaling \$34,747
- Litter Vacuum (pilot program) equipment to aid Parks Maintenance staff in collecting trash in parks and right of ways at a cost of \$16,200
- Quartermaster provisions restocking in the Police Department is funding in the amount of \$58,569

The City administers the Law Enforcement Officer's Separation Allowance (LEO Separation Allowance) which provides retirement benefits to the City's qualified sworn law enforcement officers. The City, like other local governments in the State, has historically reported the Separation Allowance in its financial statements as a pension trust fund. The annual budget impact has been limited to the employer contribution included in the General Fund budget ordinance. The actual benefit payments to retired officers have been recorded in the pension trust fund and therefore have not required a budget ordinance.

Effective with the fiscal year ending June 30, 2016, GASB Statement 73 has changed the reporting requirements for the Separation Allowance. Because the assets of the Separation Allowance are not held under a trust agreement, the Standard requires the assets to now be reported in the fund providing the law enforcement function and eliminates the pension trust fund. As a result, the activities of the Separation Allowance will be consolidated with the General Fund and the net assets reported as committed fund balance. For the FY18 budget, the LEO Separation Allowance is budgeted in the Police Department at a level consistent with the projections for the full year benefit payment. Total funding for this initiative is \$700,000 of which \$350,000 was moved from the Sundry account where it previously resided and an additional \$350,000 was authorized through the enhancement process.

The Engineering Department will have a shortfall between operating costs and revenues due to the reduction of allocated force account charges. This reduction of revenues, presented in the budget book as allocated costs, as charged to the city's Capital Projects increases the General Fund support by \$87,510.

With less and less projects allowing charge back, this is the second year where more General Fund support is required in lieu of Capital Projects.

And lastly, there were adjustments made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business netted city-wide a savings of \$265,413 over FY17 budget.

All the modifications to the budget can be found in the department section of the budget presentation.

Debt Service & 80/20 Capital Improvement Plan (CIP)

Debt Service

FY18 begins the 2nd 80/20 Debt Service CIP and the voter approved Parks Bond projects. It also continues the Water Street Collaboration, the 80/20 Debt Service for the 1st CIP and the voter approved Transportation Bond projects. Streets and sidewalk, facilities, infrastructure maintenance and park improvements projects continue to be funded through the implementation of the Capital Improvement Plan. This budget allocates \$0.0947 of the tax rate or \$13,892,510 that is dedicated to the Debt Service fund.

In order to maintain the current capital infrastructure improvement plan, the General Fund continues with the \$9.3 million transfer to the Debt Service fund in support of the projects. It includes the payment of principal and interest costs for already approved and recommended capital projects.

80/20 Capital Improvement Plan

The FY18 Recommended Budget appropriates \$19,214,406 in projects related to Streets and Sidewalks, Parks and Recreation, Public Buildings and Facilities and Stormwater. The budget is appropriating the full voter approved Parks Bond projects totaling \$38,080,000. It also include a General Fund transfer of \$7,960,200 from its unassigned fund balance to support the replacement of the financial system, 800 MHZ radios and Police and Fire training facility contingency. In the presentation in the Capital Improvement's section of the recommended budget, there is \$600,000 for the Chestnut & Grace Street Improvement was previously appropriated in FY17 but was not in the current financial model at that time. This year corrects that oversight and the project it is now in the financial model; hence represented in the current financial plan.

Enterprise Funds

The ***Solid Waste*** recommended budget funds, as highlighted above in the Core Infrastructure Maintenance section, a pilot program totaling \$20,000 to pay a contracted private tree company to help maintain the problem alleyways. The budget also includes a base shift of \$26,889 for the reclassifying of two downtown solid waste workers to operators as well as associated supplies to serve the growing northern riverfront and its expanding amenities. Lastly, the budget continues the transfer from the

General Fund of \$29,866 to support the partnership with Police and Code Enforcement to clean up illegal dumping sites in targeted neighborhoods.

Solid Waste has requested the elimination of the carrion service related to the fish houses and veterinarian offices. There are 13 billed customers including 5 retail/wholesale seafood business, seven animal hospitals and the UNCW Marine Science Center. Other municipalities contacted do not offer this service and there are viable private sector alternatives for disposal of fish waste and euthanized animals. It should be highlighted that Solid Waste will continue to remove any deceased animals on public and private streets for the common good of all residents of the City with no associated fees.

The unassigned fund balance in the Solid Waste Fund as of June 30, 2017 is expected to be \$2,906,616 or 31% of FY18 projected expenditures.

The **Stormwater Management** rate model requires a final 5.9% rate increase to fund expenditures, which includes a transfer to the Capital Improvement Plan of \$2,000,000 for annual storm drain rehabilitation. This represents the same amount transferred in FY17. The FY18 recommended budget transfers an additional \$3,788,045 from Stormwater Management Fund's unrestricted fund balance. The FY18 Storm Drain Rehabilitation CIP will be using pay-go for the projects instead of revenue bonds. The unassigned fund balance in the Storm Water Fund as of June 30, 2017 is expected to be \$6,042,192 or 39.24% of FY18 projected expenditures. However, due to the capital intensive nature of the Stormwater Management Program, a higher balance than normal is a good financial indicator.

Parking in the City of Wilmington is a high priority for residents, tourists, and businesses especially in the downtown area. Key factors in the success of the parking program are an improving economy, moderate weather and no natural or man-made disasters.

The most noteworthy change proposed for the FY18 Parking budget includes the reduction of \$95,000 of revenue associated with the Water Street Parking Deck. The deck should be demolished by the beginning of the fiscal year to make way for the Water Street Redevelopment Project. There is a transfer of \$438,150 to the Parking Facilities Capital Improvement Fund for two projects. They include an additional \$138,150 to fund both the Market Street Parking Deck and the 2nd Street Deck LED Lighting Project. The project will increase safety, lighting coverage and reduce energy cost at both parking facilities. The second project is to continue to install smart meters on-street (\$300,000) in an effort to standardize parking meters that accept coins, tokens, bank cards and pay-by-phone technologies. This is in response to customer inquiries and will continue to increase the customer base allowing for multiple payment options.

There are two fee schedule changes for the Convention Center parking deck recommended for FY18. Those parking fee realignments include adding a monthly unreserved single space rate of \$100 per month and increasing the monthly reserved single space rate from \$100 to \$130.

The Parking Fund's unassigned fund balance is projected to be approximately \$2,375,916 or 61% of FY18 budgeted expenditures.

The **Municipal Golf Course** proposed budget, totaling \$1,447,351, is less than a 1% increase over FY17's adopted budget. The revenues were revised downward to reflect 47,750 rounds per year instead of 50,000. The other significant change is \$51,396 in revenue which is intended to recoup the costs associated with this new First Tee program maintenance to include a turf grass worker, additional consumables, repairs and maintenance to equipment as well as an increase in annual fuel usage.

The Golf Fund's unassigned fund balance is projected to be approximately \$271,795 or 19% of FY18 budgeted expenditures.

Major Services

A request was made to identify services not only through assigned funds or functions but costs associated with major programmatic services that may cross functional and departmental boundaries. Exact figures are not easily identified through our financial system and assumptions were made with regard to positions' allocated time since many of our staff are responsible for multiple tasks. The following services were captured:

- Transportation (excluding CIP) = \$12,095,992
- Code Enforcement = \$1,198,680
- Inspection, permitting and citations = \$462,971

Not Included

A number of worthwhile service expansions and new modifications were requested and reviewed as part of our efforts to propose a frugal and focused spending plan for next year. We have attempted to balance Council's priorities with available resources, minimizing the impact on our citizens and taxpayers. I hope you will find this proposal, which has been developed with your guidance, achieves that. Many of the unfunded initiatives were either withdrawn by the department after discussion on their needs, funded by current year monies or other resources such as federal forfeiture and the like or were items that did not meet the priorities set forth by the budget directives.

Commitment

The City is committed to creating financial resiliency in preparation for the opportunities that we will face in the years to come. We continue to challenge each other and our systems, policies and methods of operation to ensure our tax payer dollars are used efficiently and responsibly. As the General Assembly convenes and deliberates the future with regard to various revenue stream distributions, we will move forward conservatively to preserve our revenue sources as well as remain flexible and proactive in our efforts to maintain quality services. We will continue to engage all employees in our efforts to make sure the way we provide services to citizens and how we conduct our internal business represents the core values established by the City.

In closing, I would like to commend the efforts of the City Council for their guidance in the preparation of this budget and for their commitment to quality services for our community. I would also like to commend City departments who worked tirelessly and shared in the burden of preparation of this very challenging

budget. I would like to especially thank the Budget staff for their extra effort in putting this recommended budget together.

The FY18 Budget is now respectfully turned over to Council and the community for consideration. We stand ready to support you as you make these decisions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "S. B. Cheatham". The signature is fluid and cursive, with a long horizontal stroke at the end.

Sterling B. Cheatham
City Manager

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INTRODUCTION

Welcome to the City of Wilmington’s Annual Budget. Through this document we, as proud citizens and employees, wish to convey what City government is doing to maintain the quality of life in Wilmington and the improvements we are making to preserve and enhance Wilmington’s safe, clean, and prosperous environment.

This budget serves four basic functions for City Council, staff, the citizens of Wilmington, and others. First, it is a policy document that articulates the City Council’s priorities and issues for the upcoming year. Secondly, it serves as an operations guide for staff in developing goals and objectives for the fiscal year and in monitoring and evaluating progress toward those goals. Thirdly, the budget is a financial device for the projection of revenues and expenditures; it authorizes expenditures and the means for financing them; and, is a control mechanism for spending limits. Finally, it is a way to communicate to citizens how public money is being spent and what is being accomplished with those expenditures. We hope all readers of this document come away with a better understanding of City services in general and specifically what will be done in Wilmington during FY18.

City staff embraces five Core Values as a guideline for personal conduct when fulfilling the City mission “to provide quality services which enhance the safety, livability, and prosperity of our community.” Those Core Values are Respect, Professionalism, Service, Integrity, and Safety.

The Strategic Plan focus areas of Create a Safe Place, Support Efficient Transportation Systems, Foster a Prosperous, Thriving Economy, Promote Culture, Arts and Public Spaces, Engage in Civic Partnership and Provide Sustainability and Adaptability were designed by City Council and staff to fulfill that same City mission. It is the hope of City staff that, by using this guide and working with City residents, City government can better meet the needs of every citizen.



Figure 1: The relationship between the City's core values, mission and strategic plan.

PROFILE OF THE CITY OF WILMINGTON

The City of Wilmington, incorporated in 1739, is located in the southeastern region of North Carolina. The city's borders touch the Cape Fear River on the west and the Intracoastal Waterway on the east, adjacent to the Atlantic Ocean. Wilmington is the County Seat of New Hanover County. The City is 52.92 square miles, extends 10 miles North to South and a little over 9 miles East to West at its widest points⁶. The City's historic core hugs the Cape Fear River, while later patterns of development extend eastward toward the ocean.

FORM OF GOVERNMENT

The City has a Council-Manager form of government. The Council is comprised of the Mayor and six Council members. The Mayor is elected at large every two years and the Council members are elected at large every four years with staggered terms. The Council is the legislative body of city government with the Mayor as a voting member and the presiding officer. The city manager is appointed by the Council and administers the daily operations of the City through appointed department heads. City Council meetings are typically held the 1st and 3rd Tuesday of each month in City Hall.

COMMUNITY PROFILE

Healthcare

New Hanover Regional Medical Center and its affiliates include three hospital campuses and a total of 855 licensed beds. New Hanover Regional Medical Center (NHRMC) is the primary referral hospital in the region, with specialty centers in cardiac, cancer, obstetrics, trauma, vascular surgery, intensive care, rehabilitation, and psychiatry. The medical center has grown over the years by establishing partnerships to offer orthopedic care, merging with a smaller hospital in the city limits, and expanding operations and services. NHRMC added the region's first air ambulance service in 2001, taking a national lead in disaster response planning. NHRMC also operates a freestanding cancer center which was designated a national



Figure 2 Wilmington, NC per City of Wilmington GIS staff

⁶ City of Wilmington Development Services Department, GIS staff

Teaching Hospital Program by the American College. And it houses the Betty H. Cameron Women's and Children's Hospital.

New Hanover Regional Medical Center receives no local tax support for its operations and contributes about \$145 million annually in charitable uncompensated care⁷.

TRANSPORTATION

Port

The Port of Wilmington is owned and operated by the North Carolina State Ports Authority and is located on the Cape Fear River approximately twenty-six (26) miles from open sea. The port is within 700 miles of more than 70% of the industrial base of the United States.⁸ The NC Ports, founded in 1945, is an enterprise Agency of the State that employs approximately 240 state port employees and handles approximately 3 million tons and more than 250,000 TEUs (twenty foot equivalent) containers annually. The Port of Wilmington is designated by the U.S. Department of Defense as one of only 16 strategic seaports capable of simultaneously handling commercial and military requirements.⁹ CSX Transportation, a rail and freight company, provides rail access, while vehicular access is gained via U.S. Highway 17, U.S. Highway 74 and Interstate 40. The Port of Wilmington sits within eyesight of historic downtown Wilmington while facilitating international trade via a 42-foot navigational channel, post-Panamax container cranes and support equipment, and the latest in cargo management technology. The entire terminal is approved as a Foreign Trade Zone 66, noting over one million square feet of warehouse space within the main terminal and over 100 acres of open storage.¹⁰

Freight/Rail

Freight and rail movement in the City of Wilmington centers on the activity at the Wilmington Port and has served as a discussion point in recent months considering the population growth and the interaction of rail with other transportation modes throughout the city. There is a balance to be struck between maximizing the port's ability to move goods and the transportation network's ability to move people and commerce throughout the region. Congestion levels, the discussions of desired rail passenger transportation, goods movement and economic development all come into play in freight and rail planning in the region. The Wilmington Urban Metropolitan Planning Organization (WMPO) notes these issues and opportunities in the Cape Fear Transportation 2040 regional plan. The plan mentions the shared goals of supporting military freight movement, enhancing transportation networks between existing and potential port customers, and ultimately, building community support and supporting local businesses.¹¹

⁷ New Hanover Regional Medical Center, www.nhrmc.org/about/history

⁸ NC Ports, Port of Wilmington, www.ncports.com

⁹ Cape Fear Transportation 2010, page 84, http://www.transportation2040.org/PDFs/CFT2040_adoptiondate_111815.pdf

¹⁰ NC Ports, Port of Wilmington Fact Sheet, <http://ncports.com/wp-content/uploads/2017/03/North-Carolina-Ports-%C2%AD-Port-of-Wilmington-Fact-Sheet-%C2%AD-Spring-2017.pdf>

¹¹ Cape Fear Transportation Plan, 2050, page 83-95, http://www.transportation2040.org/PDFs/CFT2040_adoptiondate_111815.pdf

Recent news from the railroad company operating from the Port, CSX Transportation, introduced a new intermodal rail link between the Port of Wilmington and the CSX intermodal terminal in Charlotte, NC in September 2016. The new service transports double-stacked containers on existing CSX tracks between the Port of Wilmington and Charlotte, reducing the overall cost to transport goods to the greater Charlotte region, a large metropolitan area in North Carolina.¹²

Airport

Wilmington International Airport (ILM) is a key economic engine for its 8.5 county catchment area (where the bulk of ILM passengers live) and a significant regional asset for the community. As a commercial airport, Wilmington International Airport ranks fourth in the state of North Carolina for most enplanements (passengers boarding an airplane) behind Charlotte-Dougllass International Airport (CLT), Raleigh-Durham International Airport (RDU), and Piedmont Triad International Airport (GSO).¹³ From 2014-2016, the airport averaged over 391,000 annual passengers, increasing steadily each year.¹⁴

Bus System

Cape Fear Public Transit Authority (CFPTA) offers regional mass transit services to the community through fixed route bus lines, a downtown trolley, regional commuting vans, origin to destination services and the University of North Carolina Wilmington 'Seahawk shuttle', a service dedicated to the university community. CFPTA also offers Amtrak and Greyhound connections through their centrally located Forden Station. In addition to Forden Station, an Operations Center opened in June 2015. The CFPTA utilizes a variety of fuel sources, and has recently enhanced its fleet with compressed natural gas (CNG) vehicles utilizing a \$1.1M CNG fueling station at its Operations Center. CFPTA, or Wave Transit, participates in regional planning through participation with the Wilmington Metropolitan Planning Organization, has a board of 11 members, some appointed by City Council and some by County Commissioners. The city subsidy to CFPTA for FY18 is \$1,363,257, and represents 16.5% of the CFPTA total operating budget.¹⁵

TRANSPORTATION PLANNING

The Wilmington Urban Area Metropolitan Planning Organization (WMPO) manages regional and local transportation planning efforts, is federally-mandated due to the regions' population density and is federally funded. The organization prepares long-range transportation plans and an annual planning work program aiding in prioritizing projects for inclusion in the State Transportation Improvement Program, a 10-year North Carolina Department of Transportation Program. The WMPO planning area includes the City of Wilmington, New Hanover County and several towns in the region including those in neighboring Pender and Brunswick Counties. Officials from area counties and municipalities, as well as representatives from the Cape Fear Public Transportation Authority and the North Carolina Board of Transportation, guide the direction of the WMPO.¹⁶

¹² North Carolina Ports, CSX to begin Wilmington-Charlotte rail link, American Journal of Transportation, July 19, 2016

<https://www.ajot.com/blogs/full/blog-north-carolina-ports-csx-to-beginwilmington-charlotte-rail-link>

¹³ Cape Fear Transportation Plan 2040, page 47, http://www.transportation2040.org/PDFs/CFT2040_adoptiondate_111815.pdf

¹⁴ Fly ILM, <http://www.flyilm.com/business/airport-documents/airport-statistics/>

¹⁵ Total Operating Budget \$8,258,953 per Cape Fear Public Transit Authority, www.wavetransit.com

¹⁶ Wilmington Urban Metropolitan Planning Organization (WMPO), www.wmpo.org/about

EDUCATION

The City of Wilmington offers several higher education opportunities for citizens living in the region, most notably the University of North Carolina Wilmington and Cape Fear Community College, both with main campuses within the city limits.

The University of North Carolina Wilmington (UNCW) is identified as an economic driver in the region, had an estimated enrollment of 13,914 undergraduate and 1,826 graduate students in 2016. 85% of UNCW students are North Carolina residents while 13% stem from the Southeastern North Carolina region. The university attracts students from 8 countries and offers 54 Bachelor degrees, 29 Masters and 4 Doctoral programs. The annual budget is \$297.9 million, with 36% being appropriated from the state.¹⁷

Cape Fear Community College (CFCC), another identified economic driver, reaches 23,684 students annually with their wide-array of programs and courses and over 8,000 full time students.¹⁸ Students can train in a technical program or earn a two-year college transfer degree to continue their education. The community college works closely with the business community to offer customized employee training. The college has over 60 technical degree programs, offering hands-on training and boasts a 98% graduate placement rate. CFCC also offers continuing education programs and free programs centered on basic skills. Additionally, the college maintains a Small Business Center offering seminars for entrepreneurs and small businesses, as well as business counseling.¹⁹

CULTURE

The most popular attractions in the region, as listed by the Greater Wilmington Business Journal, tell a story of the community's values around the natural environment, history and the arts. Topping the list of most populous attractions are the Fort Fisher State Recreation Area, the Fort Fisher State Historic Site, Carolina Beach State Park, the NC Aquarium at Fort Fisher, the Battleship North Carolina, Airlie Gardens and Thalian Hall Center for the Performing Arts.²⁰ In addition to these long-esteemed venues, Cape Fear Community College has recently revealed a state-of the art performance center in downtown Wilmington, with 1,500-1,600 seat theater housed in a 159,000 sq.ft. facility, the largest performance theater in the area. The center includes several smaller performance spaces as well as classroom space.²¹ Another venue, noted as one of the most popular, is the Brooklyn Arts Center, a concert and event space fashioned from a restored historic church, originally constructed in 1888.²² Beyond individual venues, a council has formed to promote arts and artists in the region in a comprehensive manner. The Arts Council of Wilmington intends to establish the region as an arts destination, promote arts-driven economic

¹⁷ University of North Carolina Wilmington, Fact Sheet, www.uncw.edu/aboutuncw/aboutJustthefacts.html

¹⁸ Cape Fear Community College website, Institutional Effectiveness Quick Facts, <http://cfcc.edu/ie/files/2017/02/CFCC-Quick-Facts-2016-17-21FEB17.pdf>

¹⁹ Cape Fear Community College website, www.cfcc.edu/about/

²⁰ 2016 Book on Business, Greater Wilmington Business Journal, November 2015.

²¹ CFCC Wilson Center, <http://cfcc.edu/wilsoncenter/>

²² Brooklyn Arts Center at St. Andrews, www.brooklynartsnc.com

development, contribute to the quality of life in the region and provide a stream of funding to support the sustainability of artists and arts organizations, among other initiatives.²³

DEMOGRAPHICS

Population

The City of Wilmington’s population was estimated at 117,525 in 2016 according to the US Census Quick Facts. Wilmington is projected to grow by nearly 60,000 people in the next twenty-five (25) years, according to the most recently adopted Comprehensive Plan.

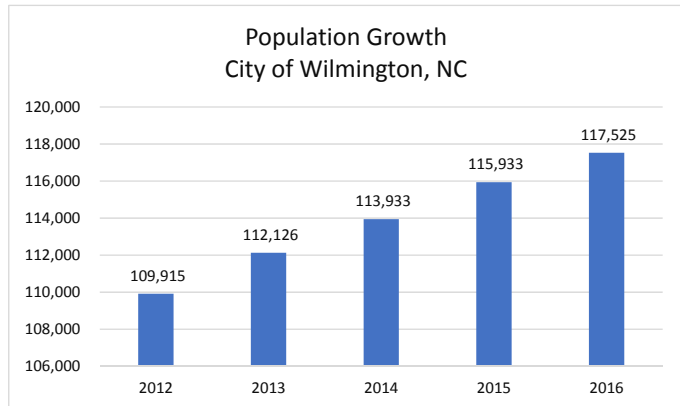


Figure 2: Five-year population growth estimates, City of Wilmington, NC (US Census, American Factfinder)

City Services

The City provides the full range of services required by statute. This includes police, fire, sanitation, streets, public improvements, planning and zoning and general administrative services. The City also operates parking facilities, parks and recreational services, a golf course, and provides solid waste and storm water management services. In addition, the Cape Fear Public Transportation Authority, a component unit, provides bus transit services within the City.²⁴

Income

The median household income (in 2015 dollars) for the period 2011-2015 is \$42,128. The per capita income in the past 12 months (in 2015 dollars), 2011-2015, is \$29,139.²⁵

AGE DISTRIBUTION

The median age of Wilmington, NC citizens is 34.9 according to the American Community Survey 2011-2015 five-year estimates.

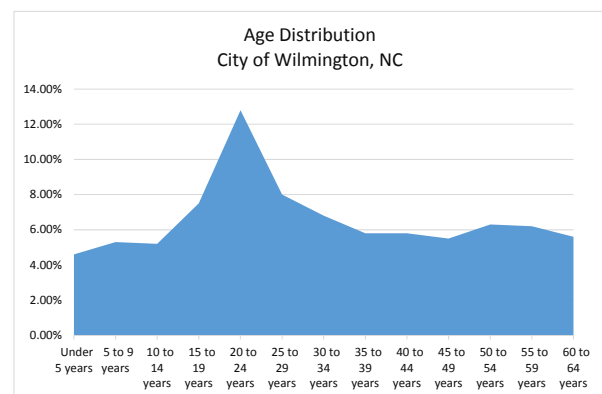


Figure 3: Age distribution representation, City of Wilmington, NC (US Census, American Factfinder)

²³ Arts Council of Wilmington, www.artscouncilofwilmington.org

²⁴ City of Wilmington, FY17 Adopted Budget, <http://www.wilmingtonnc.gov/home/showdocument?id=2955>

²⁵ US Census Bureau, 2015, Quick Facts, City of Wilmington, <https://www.census.gov/quickfacts/table/PST045215/3774440>

EDUCATION ATTAINMENT

Educational data for people over 25 years of age, 2011-2015, shows 90.3% of Wilmington citizens are high school graduates and 39.4% earned a bachelor's degree.²⁶

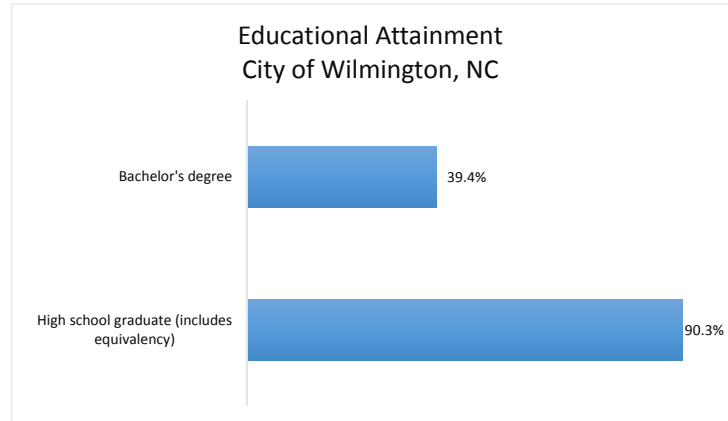


Figure 4: Educational Attainment, City of Wilmington per US Census, American Factfinder

REAL ESTATE & EMPLOYMENT TRENDS

Home sales in the Wilmington area remain strong, according to the 'The Economic Barometer', the University of North Carolina Wilmington's (UNCW) publication of the Cameron School of Business and the H. David and Diane Swain Center for Business and Economic Services, and continue to show a strong upward trend in prices. This seems to mirror national trends as housing starts are continuing to move more toward pre-crash levels, as measured by the Case-Shiller index.²⁷

The unemployment rate for the region has fallen over the last year, nearly reaching what economists refer to as 'full employment' at around 4.5%.²⁸ U.S. Bureau of Labor Statistics cites a 4.4% unemployment rate for the City of Wilmington as of March 2017.²⁹ Most of the improvement, though, is attributable to a reduced labor force size, and not necessarily an increase in jobs. The UNCW Swain Center suggests a variety of factors contribute to the unemployment rate and the labor force size, notably shifting demographics, a greying of the workforce and a mobile workforce who are able and willing to relocate based on employment prospects.³⁰

ECONOMIC CONDITIONS & OUTLOOK

The City of Wilmington has one dedicated staff member spending a portion of their time on economic development initiatives, collaborating with the County and other regional entities to develop economic development framework in the region. The city also facilitates a competitive funding process for local nonprofits working toward regional economic vitality. In the FY18 budget, \$446,890 is programmed to facilitate this process. Additionally, a \$100,000 economic development contingency fund was budgeted

²⁶ US Census, 2011-2015 Quick Facts, City of Wilmington, <https://www.census.gov/quickfacts/table/PST045215/3774440>

²⁷ Economic Barometer, Volume IX, Issue II, July 2016, UNCW Swain Center, <http://uncw.edu/swain/economic-barometer/docs/Economic%20Barometer%20July%202016.pdf>

²⁸ Economic Barometer, Volume IX, Issue II, July 2016, UNCW Swain Center, <http://uncw.edu/swain/economic-barometer/docs/Economic%20Barometer%20July%202016.pdf>

²⁹ U.S. Department of Labor, Bureau of Labor Statistics, Southeast Information Office, Wilmington, NC Economy at a Glance, https://www.bls.gov/regions/southeast/nc_wilmington_msa.htm

³⁰ Economic Barometer, Volume IX, Issue II, July 2016, UNCW Swain Center, <http://uncw.edu/swain/economic-barometer/docs/Economic%20Barometer%20July%202016.pdf>

for this fiscal year. Incentive payments per contractual agreements were budgeted for at a total of \$377,224 in FY18. The City is responsible for oversight and administration of federal funding for affordable housing, community development block grants and housing development activities.

ASSESSED VALUE OF TAXABLE PROPERTY

The Assessed Value trend shows that since the 2013 Revaluation the City has seen positive growth in taxable assessed values. The values reflected in 2014 have been adjusted down by \$265 million to account for the one-time increase for the implementation of the State’s Tax and Tag Program.

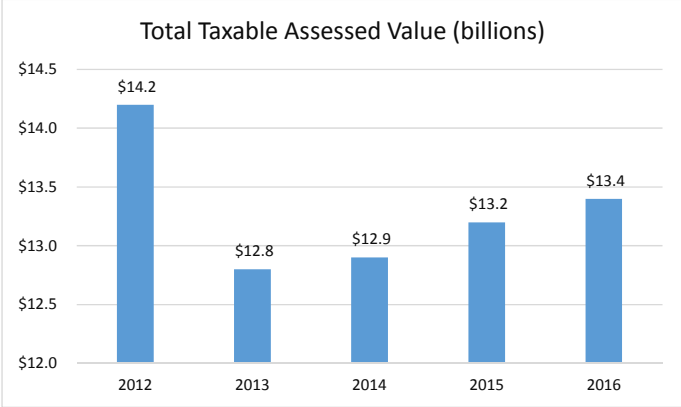


Figure 5: Taxable Assessed Value per City of Wilmington CAFR, 2016

According to the City of Wilmington 2016 CAFR, ‘no single taxpayer comprises more than 1.74% of the total tax base, providing further confirmation of the City’s diversity and non-reliance on any one employer or employment sector for economic stability’.³¹

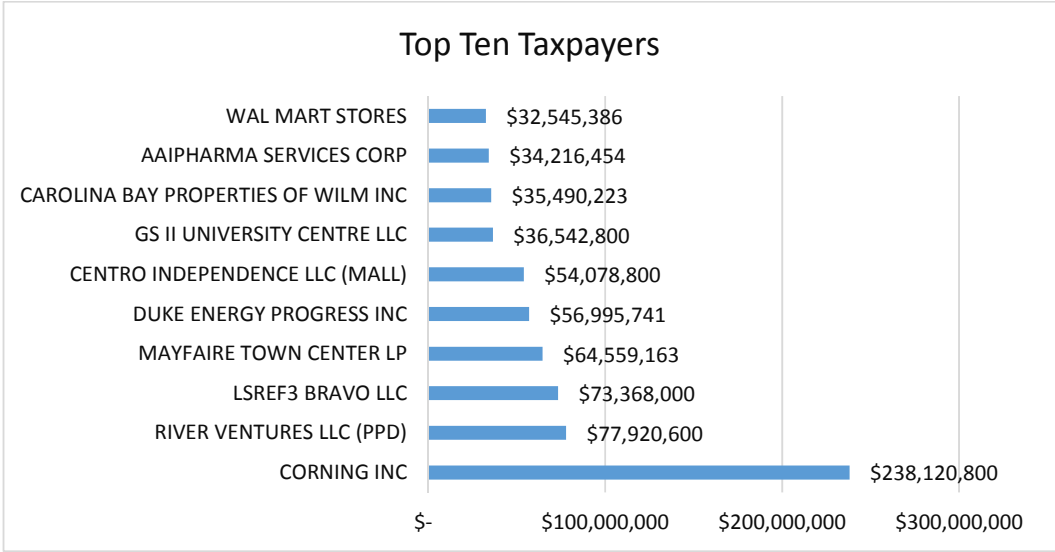


Figure 6: Top Ten Taxpayers in Wilmington per NHC Tax Dept., May 2017

³¹ CAFR, City of Wilmington (2016), page xiii

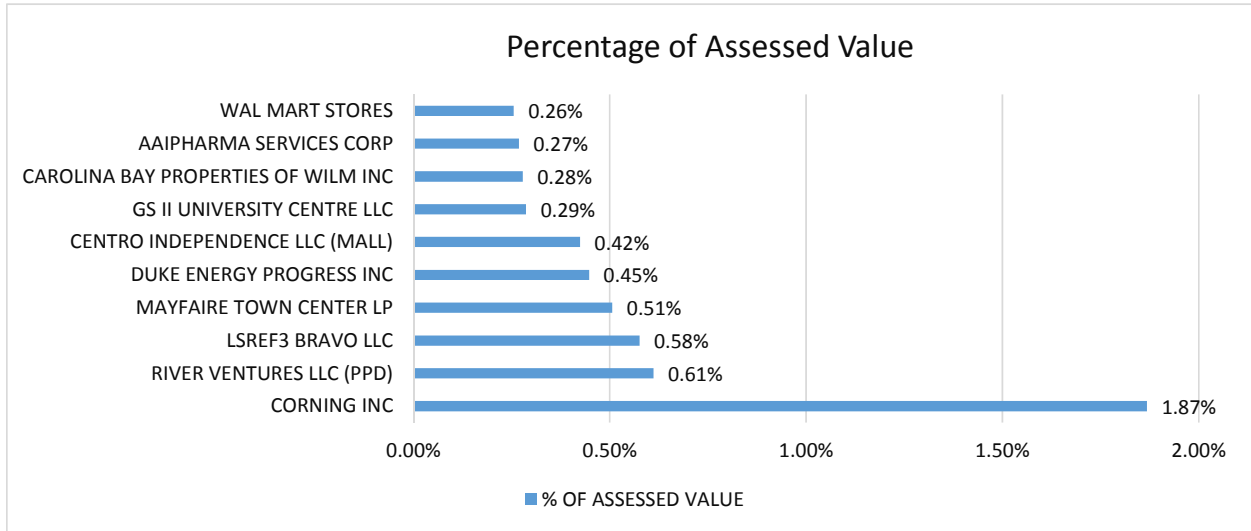


Figure 7: Top Percentage of Assessed Value per NHC Tax Dept., May 2017

The top ten employers by employee count as noted by the NC Employment Security Commission, vary by industry sector. The largest employer is in the hospital industry but the education field has a strong representation. The biotechnical, aviation, nuclear, communications and government are represented as well.

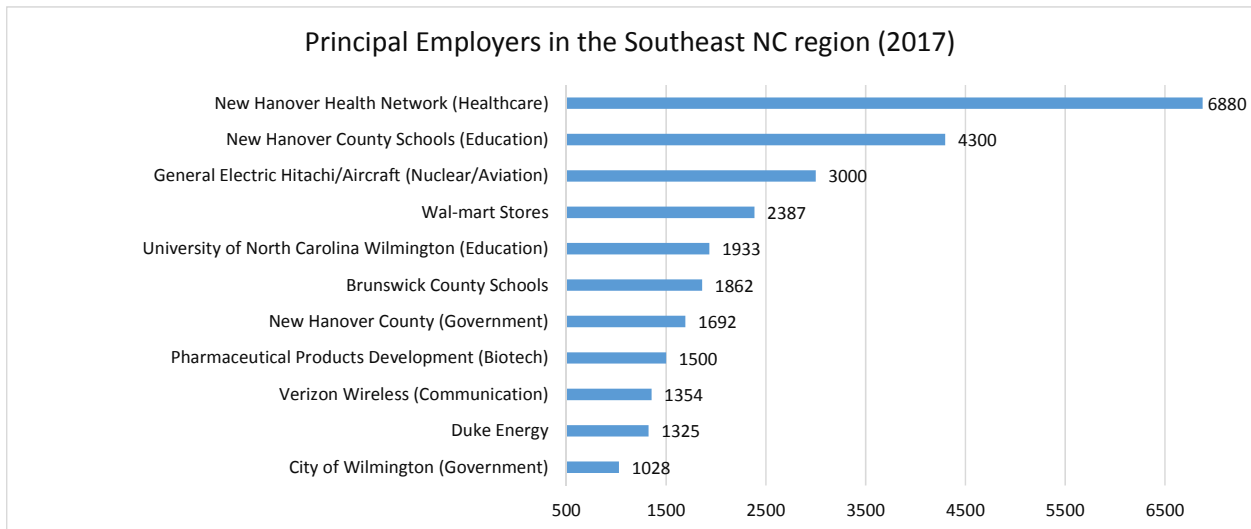


Figure 8: Principal Employers in the Southeast NC region per Book on Business, 2017

According to the U.S. Census, educational services including health care and social assistance, employ the highest percentage of Wilmington citizens at 25%, followed by the Arts and Entertainment industry.³²

³² US Census Factfinder, 2015, City of Wilmington, Community Facts, Income, <https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>

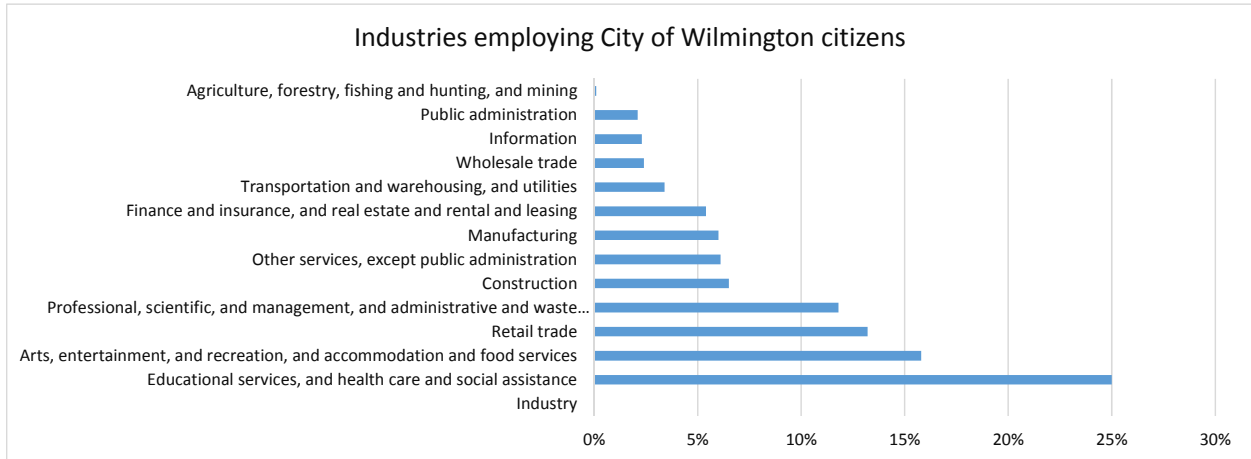


Figure 9: Industries employing City of Wilmington citizens per US Census, American Factfinder (Income)

Groups actively working on local and regional economic development issues and listed in the Wilmington Business Journal 2017 Book on Business include Wilmington Business Development, Wilmington Downtown Inc., Brunswick County Economic Development, North Carolina’s Southeast and the Wilmington Chamber of Commerce. These groups work individually and collectively to enhance the region’s economy. Wilmington serves as the center piece of these efforts.³³ The economic drivers of the region include the Port of Wilmington, the University of North Carolina Wilmington, Cape Fear Community College, the Wilmington International Airport and New Hanover Regional Medical Center. These drivers contribute to the economy in a number of ways, either by providing customized training, moving goods and people, facilitating trade, bolstering higher education and research and offering high quality healthcare to the region.³⁴

TOURISM

An independent public authority, the New Hanover Tourism Development Authority, also called the Wilmington and Beaches Convention & Visitors Bureau, is partially funded by a portion of New Hanover County’s room occupancy tax. The

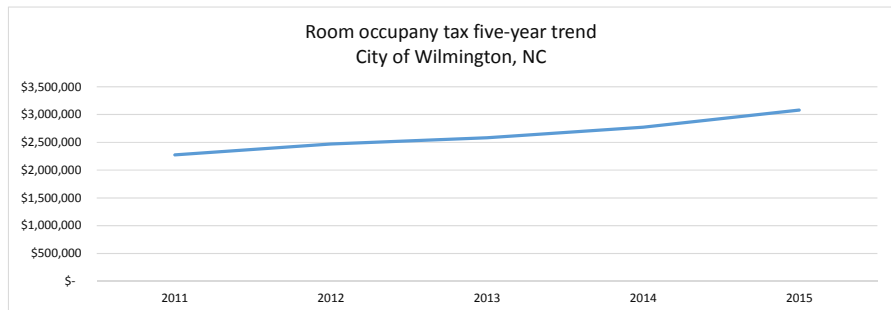


Figure10: Room Occupancy Tax (CAFR, 2016)

authority builds outside visitor traffic to the region by offering a variety of services, including an information clearing house, convention management, consultant and promotional services.³⁵ Tourism

³³ 2017 Book on Business, Greater Wilmington Business Journal, page 112-113

³⁴ 2017 Book on Business, Greater Wilmington Business Journal, page 113-116

³⁵ Wilmington Convention and Visitor’s Bureau, www.wilmingtonandbeaches.com

accounted for \$520.86 million in expenditures in New Hanover County in 2015, a 2.55% increase over 2014. And, the economic impact is estimated to produce \$209.53 in tax savings per resident.³⁶

The Economic Barometer's April 2017 newsletter states 'this year is poised to be another very good year for tourism in the coastal area'. This is due in part, the publication states, to recovered household wealth and, high consumer confidence, which will likely result in an increase in workers moving to the region. In addition to recovered household wealth levels and high consumer confidence, fuel prices remain low resulting in an expectation of strong tourism impacts in the region. Residential development will continue as interest rates rise resulting in a strong outlook in the residential real estate sector.³⁷

In addition to the overall trends in tourism and the impact of lower gasoline prices, a major Professional Golf Association (PGA) golf tournament held in May of 2017 is being noted as a launching platform for a regional marketing campaign. The tournament was a multi-day event and was projected to have had a \$40-\$60 million impact.³⁸

NOTEABLE INITIATIVES

Water Street Parking Deck/ River Place

A parking deck with prime views of the Cape Fear River is slated to be demolished in early FY18 to make way for a public private partnership referred to as River Place. The project includes demolition of the existing Water Street Parking deck and construction of a multi-story mixed use development to include 409 parking spaces, 171 residential units and 25,633 square feet of commercial space. The space will also re-connect Chestnut Street to Water Street and maintain access to Bijou Park in downtown Wilmington.³⁹



Image 1: Artist rendering of River Place on Chestnut and Water Street, East West Partners

³⁶ Visit NC, NC Tourism, <https://partners.visitnc.com/economic-impact-studies>

³⁷ Economic Barometer, Volume IX, Issue II, April 2017, UNCW Swain Center

³⁸ Mull, Brian (2016). PGA officials begin to hit high gear for Wells Fargo arrival in Wilmington. StarNews Online www.starnewsonline.com

³⁹ Water Street Deck/River Place, City of Wilmington, <http://www.wilmingtonnc.gov/departments/major-construction-projects/water-street-deck>

North Waterfront Park

The 2016 voter-approved Parks Bond included funding for the North Waterfront Park. The master plan, created by city staff and built with extensive public input, will guide the park design to meet multiple user needs. Additional open space is a top priority as identified in the city’s park master plan as well as the top recommendation in the city’s Vision 2020 plan. The Northern Waterfront Park serves as a physical reminder of the city’s commitment to implement these plans. The park will be developed on land adjacent to the Cape Fear River and the city’s Riverwalk near the Isabel Holmes Bridge.⁴⁰



Image 2: North Waterfront Park Development Master Plan, Feb. 2016, pg. 2

ADDITIONAL DEMOGRAPHIC INFORMATION

Citizen Demographics

Population, Wilmington (Estimate, 2016)	117,525
City of Wilmington Median Household Income, 2011-2015	\$42,128
Per capita income in past 12 months, (2015 dollars) for 2011-2015	\$29,139
City of Wilmington Persons per household 2011-2015	2.21
Median Value of Owner-occupied homes, (2011-2015)	\$221,800
Median Age, New Hanover County	34.9
Gender Composition (Female)	52.2%
Racial Composition, White alone (2010)	73.5%
Racial Composition, Black or African-American alone (2010)	19.9%
Racial Composition, American Indian or Alaska Native alone (2010)	0.5%
Racial Composition, Asian alone (2010)	1.2%
Racial Composition, Native Hawaiian and Other Pacific Islander alone (2010)	0.1%
Racial Composition, Two or more races (2010)	2.2%

Geography

Population per square mile, 2010	2,067.8
Land area in square miles	52.95

⁴⁰ City of Wilmington, North Waterfront Park, <http://www.wilmingtonnc.gov/departments/city-manager/north-waterfront-park>

Area Educational Information

University of North Carolina Wilmington	13,914	undergraduate student enrollment, 2016
University of North Carolina Wilmington	1,826	graduate student enrollment, 2016
New Hanover County Schools	26,131	student enrollment (2014-2015 school year)
	48	Number of total schools
	2	Pre-K-2schools
	27	Elementary schools
	10	Middle schools
	9	High schools
	83.3%	Graduation rate (2016)
Cape Fear Community College	23,684	student enrollment (total unduplicated CFCC students, FY15-16)
	8,053	full-time student enrollment (FY15)

Police Protection

Number of Sworn Personnel	278
Number of Calls for Service (FY16)	185,576
Number of Stations (1 HQ and 1 substation)	2

Fire Protection

ISO rating	2
Number of fire responses (FY16)	14,025
Number of stations	10
Number of Uniformed Personnel	211

Solid Waste Collection

Number of customers serviced by city crews	32,000
Refuse tons collected	24,265
Bulky trash tons collected	2,405
Yard waste tons collected	10,259
Recycling tons collected	6,998

Street System

Miles of soil, stone or gravel surface street	7.66
Miles of hard surface street	381.63
Miles of Local Municipal Streets with an average width of less than sixteen (16) feet	13.74

Municipal Golf Course

Number of holes (par 71)	18
Total distance	6,784
Number of rounds (18-holes) played annually	28,993
Number of rounds (9-holes) played annually	11,810

Parks and Recreation

City-owned parks (sites)	55
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FY 2017-18 Adopted Budget
Introduction

City-owned public parks (acreage)	418
City-owned Athletic complexes	16
City-owned Athletic complex (acreage)	326
City-owned Trails (Multi-Use Paths) linear miles	28

Street lighting

Streetlights leased from Duke Energy Progress	8,276
City-owned Streetlights	712
Streetlight reimbursements to HOAs	529

Facilities

Facility lighting, leased from Duke Energy Progress	507
Facility lighting, city-owned	440
City-maintained facilities sq. ft.	1,111,284

READER'S GUIDE

The budget begins with the City Manager's budget message that contains key features of the budget as recommended by the City Manager. Highlights of the proposed work plan and information about the financial condition of the City are also included.

The first section in the document, the Budget Summary, summarizes the total City budgeted revenues and expenditures as well as the total General Fund budget. The Budget Summary section also includes a listing of appropriations by funds, an accounting term which simply means a balanced set of revenues and expenses. The City of Wilmington has established separate funds for the purpose of reporting and accounting for all financial transactions. Each fund represents a separate financial and accounting entity established for the purpose of carrying out a specific set of activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations that pertain to the operations or resources of the fund.

Each fund is categorized by **operating**, **program**, **debt service**, and **capital project** and reflects a gross amount as well as the net budget which is less appropriations to other funds and debt funding. A separate summary shows the capital debt service projects.

A summary of total revenues for all funds is reflected in the next section and shows the prior year adopted budget levels as compared to current budget. Details follow this summary and again, each fund is identified within the categories of operating, program, debt service, and capital projects.

The General Government section provides expenditure summaries for the General Fund governance and administrative and support services departments. Each department is shown separately and includes an authorized position total. This section also shows the General Fund Sundry appropriations, and all nonprofit agency appropriations.

The next section summarizes the budgets of the City's Community Development departments, which include Community Services, Planning, Development and Transportation, Public Services, the Community Development Block Grant Fund (CDBG), CDBG/HOME Grant and Loan Administration Fund, and HOME Investment Partnership Fund. The CDBG and HOME grant funds include the City's annual entitlement from the federal Department of Housing and Urban Development (HUD) for activities designed to improve low and moderate income neighborhoods. Expenditures include housing loan programs, capital improvements, and contributions to public service agencies. The CDBG/HOME Grant and Loan Fund was established to account for the community development and accounting activities associated with the federal entitlement for the Community Development Block Grant and HOME Investment Partnership funds.

The Public Safety section follows and includes the General Fund expenditure budgets for Police and Fire. These are also shown with authorized positions and expenditure summaries for departments.

The next section summarizes the budgets of the City's Enterprise Funds. An enterprise fund is a fund established to account for operations that are financed and operated in a manner similar to private business enterprises. Expenditures in these funds are financed primarily through user fees.

The Other Funds section of the budget contains smaller funds and includes two internal service funds that centralize the expenditures and replacement of vehicles and technology.

The Capital Improvement Program section contains the City's plan for major capital projects to be funded over the next six years (FY18-23). These are new construction and/or renovation projects which improve the City's infrastructure. The projects are grouped according to general type: Streets and Sidewalks, Parks and Recreation, Public Buildings and Facilities, and Storm Water. Funds for these improvements come from transfers from the City's 80/20 Capital Debt Plan, the Parking Fund, Storm Water Management Fund, as well as from bonds and other sources.

In reading any of the budget items under each department, the following data in the example below is available:

A. Mobile Device Management Implementation (MDM)

Division: IT Services
Total Cost: \$68,000
Priority: Strategic Plan: Provide Sustainability and Adaptability 7.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the IT Department to procure and implement a mobile device management solution, supporting, tracking and managing mobile devices.

- **Division:** Indicates which division in the department the funding was allocated unless it was allocated to multiple division then the word 'multiple' would be shown.
- **Total Cost:** Indicates change to the department's budget (+/-) with the specific package identified.
- **Priority:** Various options are available.
 - *Strategic plan:* funding related to the strategic plan; the focus area is named and the strategy number and action step follow
 - In the example above it indicates Provide Sustainability and Adaptability 7.2
The number indicate Strategy 7, Action Step 2 of that focus area.
 - *Continuation of Services:* funding for the continuation of current service levels
 - *Budget adjustment:* funding shifted in the base budget, supporting a high priority item for the department
 - *Reduction:* funding reduced from the department's budget through savings, process changes or required reductions
 - *Outside directive:* funding authorized for items outside the original budget instructions but found to have merit
 - *One-time non-recurring expenditure reduction:* funding removed for one-time items authorized the previous year

BUDGETARY FUND STRUCTURE

The City of Wilmington’s budget consists of two overarching fund types, governmental and proprietary funds.

Governmental Funds are used to account for those functions reported as governmental activities. Most of the City’s basic services are accounted for in governmental funds.

The City of Wilmington has two types of **Proprietary Funds**. *Enterprise Funds* are used to report the same functions presented as business-type activities and *Internal Service Funds* are an accounting device used to accumulate and allocate costs internally among the functions of the City of Wilmington. The City uses Internal Service Funds to account for two activities – fleet operations and technology replacement.

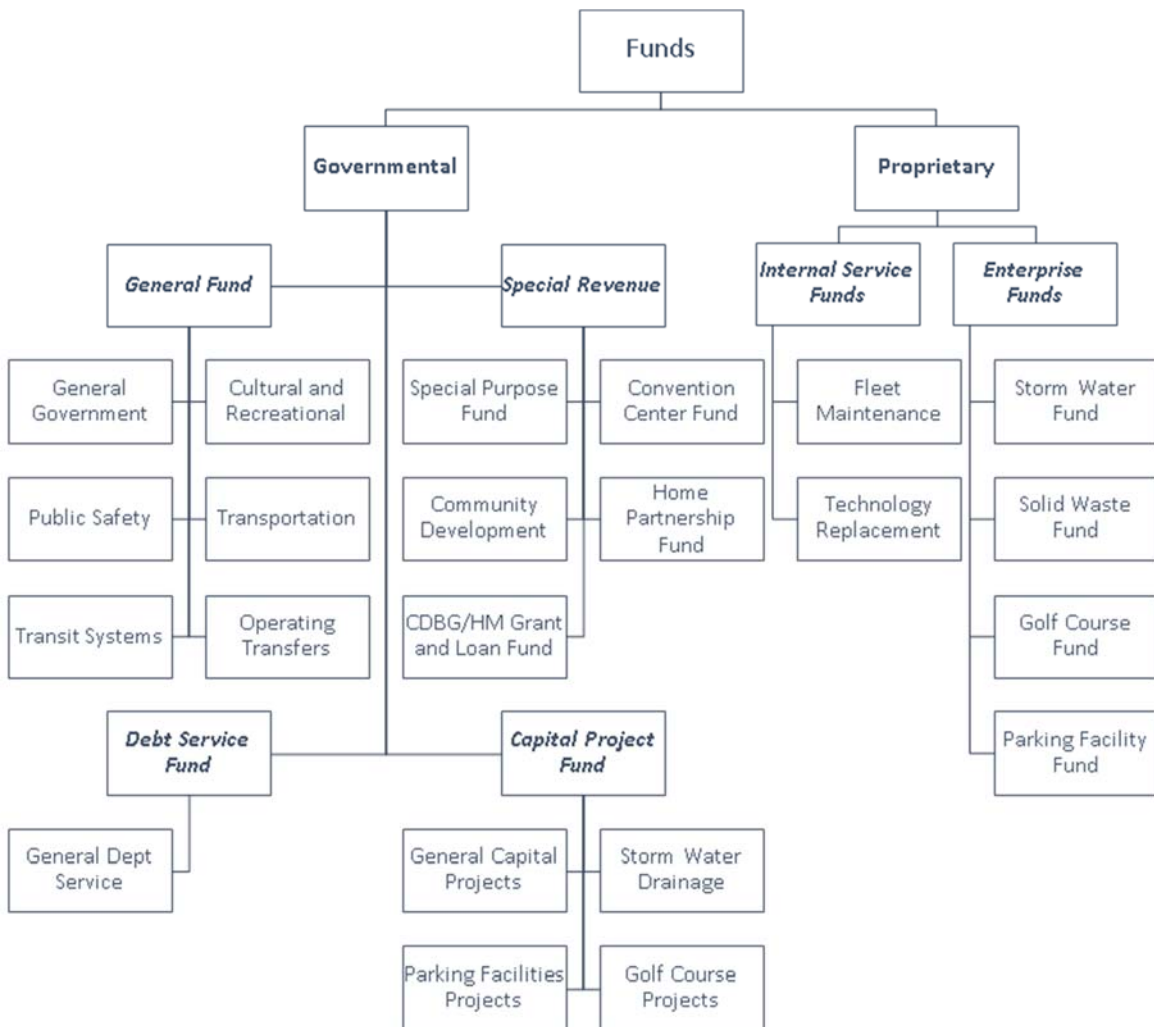


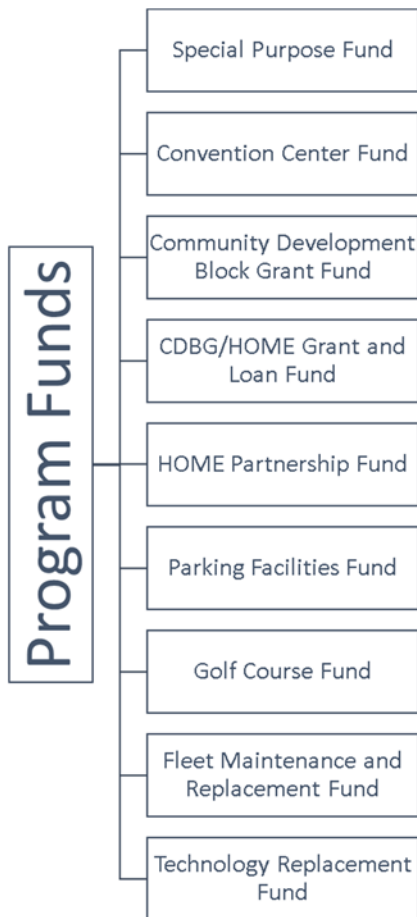
Figure 15: These funds provide for all the basic operations of the City.

FUNDS SUBJECT TO APPROPRIATION BY CATEGORY

The *General Fund (010)* is the general purpose fund of the City of Wilmington. It was established to account for all financial resources, except those required by State law, local ordinance, and generally accepted accounting principles, to be accounted for in another fund. General Fund revenues primarily include property taxes, sales taxes, and revenues from state and federal governments, licenses, fees, and permits. The major operating activities include general government, public safety, community development, transportation, and other governmental service functions.



The *Stormwater Management Fund (050)* includes revenues and expenditures associated with the City's stormwater planning, maintenance, public information efforts, and the City's drainage capital improvements. The stormwater utility fee, which is based on the amount of impervious surface present on each parcel of property, is the primary revenue source for these expenditures.



The *Solid Waste Management Fund (056)* includes revenues and expenditures for the collection and disposal of garbage, yard waste, recyclable materials, and other refuse. Solid waste customer fees are the primary revenue source for this fund.

The *Special Purpose Fund (021)* is supported primarily by grant funds and donations to the City for special purposes.

The *Convention Center Operating Fund (022)*, established by City Council in April 2008, captures the costs of managing the project, as well as marketing and pre-opening expenditures. It is supported primarily by Room Occupancy Tax funds allocated to the City for the development of the Convention Center.

The *Community Development Block Grant Fund (023)* is supported primarily by federal grant funds allocated to the City for community development programs designed to improve low and moderate income neighborhoods.

The *CDBG/HOME Grant and Loan Fund (024)* is supported by CDBG and HOME Partnership administrative funds allocated under the entitlement to the City as well as General Fund revenues to support low and moderate income housing and community development activities.

The *HOME Partnership Fund (025)* is supported primarily by federal grant funds allocated to the City for housing-related activities in low and moderate income neighborhoods.

The *Parking Facilities Fund (055)* provides for the general operational and maintenance costs for the Second and Market Street parking decks, the Second Street and Hannah Block parking lots, and on-street parking. The fund is supported by parking deck and meter user fees as well as interest earnings.

The *Golf Course Fund (057)* is supported by the income received at the City's municipal golf course and the associated costs with running that operation.

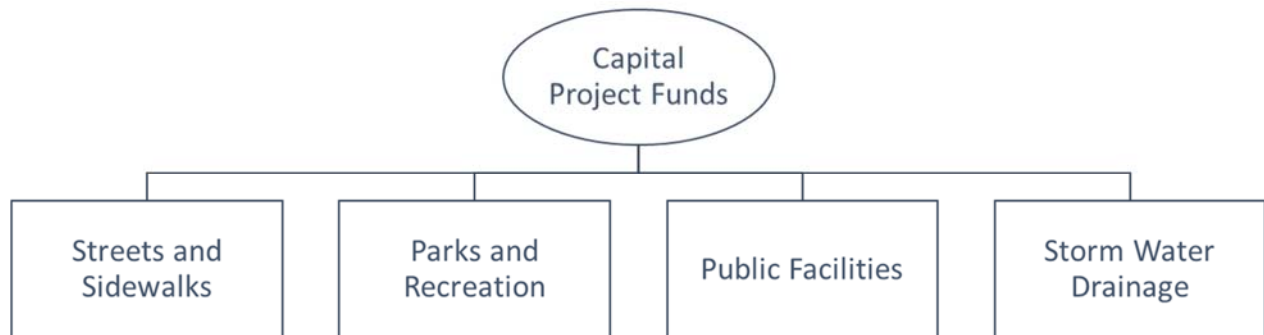
The *Fleet Maintenance and Replacement Fund (061)* is an internal service fund that centralizes the expenditures for the maintenance and replacement of vehicles for all participating departments. Each City department makes annual payments according to the types of vehicles leased.

The *Technology Replacement Fund (065)* is an internal service fund that provides for the replacement of technology to reduce the technology gap and off-site hosting of certain applications. Revenues for this fund consist of internal charges to City departments according to the type of device and a subsidy from the General Fund.

The *Debt Service Fund (015)* was established to set aside resources to meet current and future debt service requirements on general long-term debt. The fund receives a dedicated \$0.0947 of property tax which funds the City's maintenance and new infrastructure capital needs. Eighty percent (80%) of the rate pays for debt and 20% pays for pay-as-you-go projects – 80/20 Capital Debt Plan. The Debt Service Fund is currently supporting the completion of projects related to the 1st 80/20 CIP and the voter approved Transportation Bond. It will begin to support projects related to the voter approved Parks Bond, the Water Street Deck Collaboration and the 2nd 80/20 CIP plan.



The purpose of the Capital Project Funds is to account for the financial resources segregated for the acquisition or construction of major capital facilities. The budgets within these funds are adopted for the life of the project, with revenues and expenditures accumulating until the year in which the project is completed.



The Capital Project Funds provide for street and sidewalk improvement projects, park improvement projects, and various other physical improvement projects which typically cost over \$50,000, have a useful life greater than five years, and are approved by the City Council.

Funding for capital projects comes from several sources, including property and sales tax collections as well as fees.

BUDGET PREPARATION AND ADOPTION

The City of Wilmington begins the budget process in September with the preparation for proposed new and revised capital improvements projects. The official budget kick-off is done in December with a transmittal to all staff involved in the budget process that includes budget instructions and key issues and changes. In January and/or February, work sessions are held with the City Council to review the City's financial condition and the forecasts for the future. This is also an opportunity for the Council to develop goals and objectives for the upcoming year.

In accordance with State Statutes, departments must submit a budget request to the Budget Officer before April 30 of each fiscal year. For the City of Wilmington, typically, that deadline for Departmental submissions is the end of January. After all departmental budgets are submitted, the Budget Office reviews the requests and meets with each department individually to review the needs and priorities in detail. The Budget Office and the departments then meet with the City Manager to discuss programmatic issues and the objectives to be accomplished in the new budget year. Revisions are made as necessary in the operating budgets, the capital budgets, and the revenue estimates, until a final recommended budget document is produced in April.

A budget message and a balanced budget must be submitted to the Council no later than June 1, according to State Statutes. In the City of Wilmington, these are typically submitted to City Council in May. After a formal budget submission to Council, work sessions are conducted with the Council, and a public hearing is held to provide an opportunity for all citizens to have input in the budget. In accordance with State Statutes, final adoption of the budget takes place before July 1 of each year.

In accordance with the North Carolina General Statutes, the City prepares and adopts the budget on the modified accrual basis of accounting, in which revenues are recorded when the amount becomes measurable and available, and expenditures are recorded when the liability is actually incurred. Only revenues and expenditures anticipated during the fiscal year are included in the budget. Unexpended operating budget funds revert to fund balance at the close of the fiscal year. Unexpended capital project reserve funds are carried forward life-to-date until the project is officially closed.

Throughout the fiscal year the City's financial accounting system maintains a modified accrual method as the adopted budget. At year-end, the City's Comprehensive Annual Financial Report (CAFR) is prepared on a basis consistent with "generally accepted accounting principles" or GAAP. This basis of accounting conforms to the way the City prepares its budget with some exceptions. The most notable exception is that the City's Enterprise funds are converted from the modified accrual basis of accounting to the full

accrual basis for financial statement presentation purposes. In the accrual basis, revenues are recognized when they are earned and expenses are recognized when they are incurred. This change between the budget and the financial report for the Enterprise funds provides for some significant differences. One is that depreciation is recorded as an expense in the CAFR and is not recognized at all in the budget. Another is that capital outlay and principal debt service payments are identified as expenditures in the budget but reported as adjustments to the balance sheet in the CAFR.

The following chart summarizes when accrual and modified accrual are used for the basis of reporting and the basis of budgeting:

Fund	Basis of Budgeting	Basis of Reporting
General	Modified Accrual	Modified Accrual
Special Revenue	Modified Accrual	Modified Accrual
Enterprise	Modified Accrual	Accrual

The financial data represents monies found in the city’s financial system on the close of the 12th period, generally pulled in July of each year.

BUDGET AMENDMENT PROCESS

Proposed amendments to the budget may be submitted at any time by a member of the City Council or the City Manager. The City Manager is authorized to transfer budget amounts within adopted functional categories, however, changes between categories or that change total expenditures in any fund must be approved by City Council.

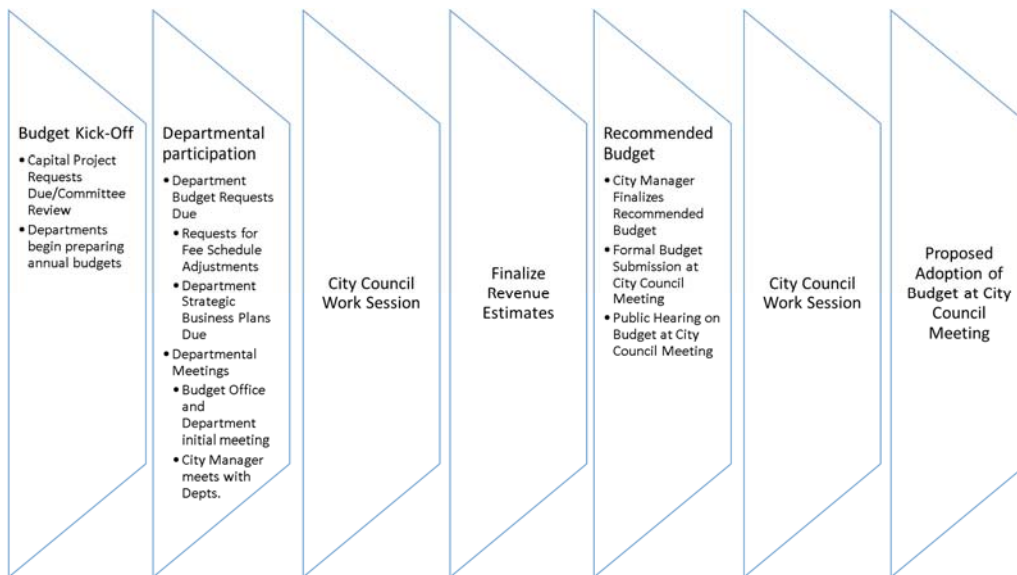
Proposed ordinance amendments are prepared by the administration and include a statement by the Finance Officer as to the availability of funds. A cover letter provides background information and the City Manager’s recommendation on the proposed amendment. Ordinances require two readings for adoption.

Minor budget changes that do not affect the ordinances are submitted to the Budget Office at any time with an explanation of and justification for the change. All changes must be approved by the Budget Office. Changes in salaries or benefits are not permitted, except in rare instances, with prior approval by the Budget Office and by the City Manager.

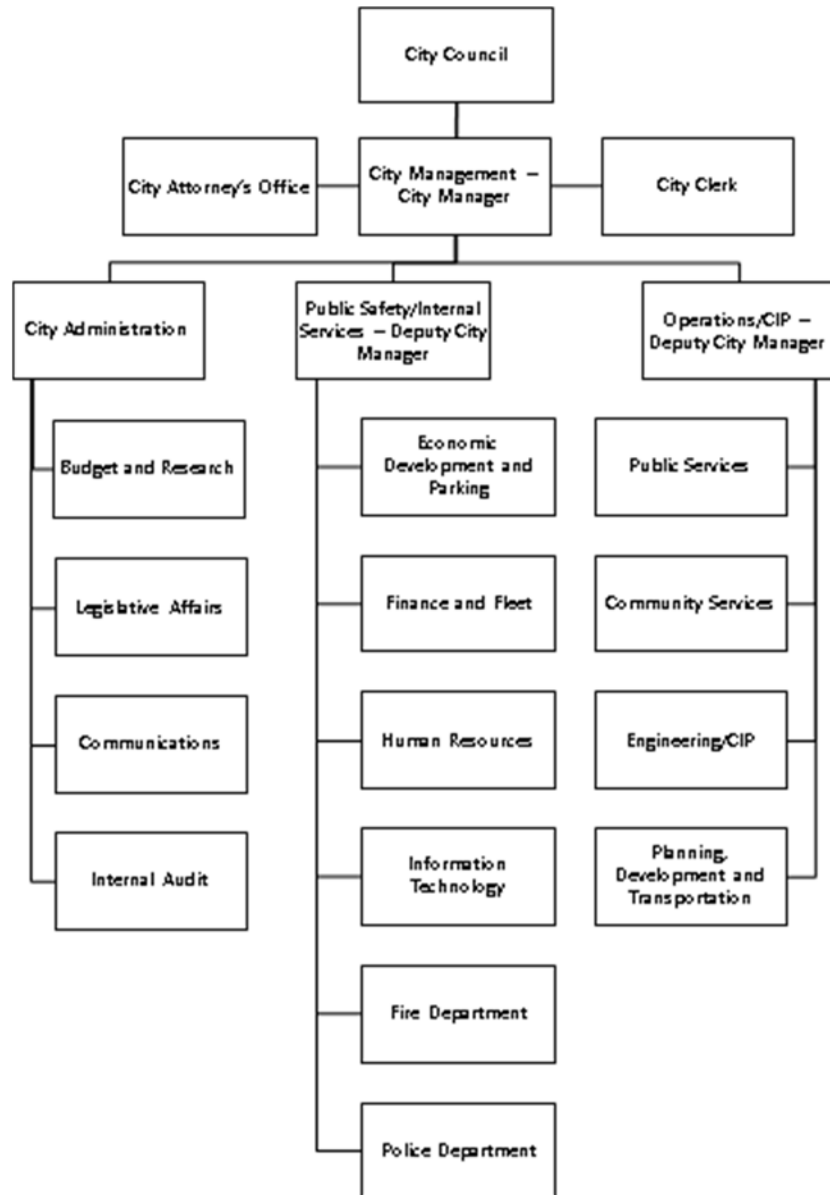
SCHEDULE OF EVENTS FOR THE PREPARATION OF THE FY 2017-18 BUDGET

Event	Date
Strategic Council Work Session	November 18, 2016
Budget Kick-Off and Instructions	Dec. 6, 2016
Capital Projects Sub-Committee Meeting	Dec. 9, 2016
Department Budget Requests Due	Jan. 31, 2017
Requests for Fee Schedule Adjustments Due	Jan. 31, 2017
Budget Office/Department Budget Meetings	Feb. 13-24, 2017
City Manager/Budget Office/Department Budget Meetings	Mar. 1-10, 2017
City Council Budget Work Sessions	Jan. 20, Mar. 31, 2017
Finalize Revenue Estimates	April 12, 2017
City Manager Finalizes Recommended Budget	April 21, 2017
Formal Budget Submission at City Council Meeting	May 2, 2017
Public Hearing on Budget at City Council Meeting	May 16, 2017
City Council Budget Work Session	May 26, 2017
Budget Adoption at City Council Meeting	June 6, June 20, 2017

BUDGET PREPARATION PROCESS



ORGANIZATIONAL STRUCTURE



FINANCIAL MANAGEMENT POLICIES

These Financial Management Policies serve as guidelines for the preparation and operation of the annual budget. They are designed to complement the North Carolina Local Government Budget and Fiscal Control Act, recommendations of the Local Government Commission (LGC), the Government Finance Officers Association and the National Advisory Council on State and Local Budgeting. These policies were developed by Budget staff and were formally adopted by the City Council effective July 1, 2002 and amended effective June 4, 2013. These policies are used to frame major policy initiatives and are

reviewed during each budget process to ensure continued relevance and to identify any gaps that should be addressed with new policies. These policies assist in maintaining the City's stable financial position and ensures that Council's intentions are implemented and followed.

REVENUE POLICIES

Revenue Diversity

The City shall continue to provide adequate funds for stable operation of desired service levels through diversification of revenue sources to avoid over-reliance on any one revenue source and to maintain stable rates and fees.

Fees and Charges

The City shall maximize user fees where possible in order to distribute the costs of municipal services to those who use the services; include users who may have tax exempt property; to avoid subsidizing where the service is not used by the general public, except where appropriate; and maintain charges that are equitable and efficient by capturing the costs to provide the service.

All revenue sources will be reviewed on an annual basis, the levels of cost recovery will be reviewed, and the reasons for the subsidy will be reviewed.

Use of One-time revenues

Use of one-time revenues is limited to covering expenditures that temporarily exceed revenues, early debt retirement, or capital purchases that do not significantly increase ongoing operating expenses.

Property Tax Estimates

The percentage collection of property taxes relative to the tax rate estimated in the budget must not be greater than the percentage of the levy realized in cash as of June 30 of the preceding fiscal year, in accordance with State law. This ensures a conservative estimate of property tax revenues.

A dedication of \$0.0500 of the property tax rate will be restricted in the Debt Service Fund by Ordinance and evaluated in every revaluation year. This revenue is committed to pay for 80% debt and 20% pay-as-you-go funding for capital maintenance and new infrastructure needs.

Unpredictable Revenue

Estimated revenues shall include only those reasonably expected to be realized during the fiscal year.

Grant funding will be pursued and used for a variety of purposes. Application to apply will be reviewed and evaluated in advance for consistency with Council goals and compatibility with City programs and objectives. All new grants must be presented to Council for consideration before application is made. Any awarded funds will be accepted only after Council review and approval. Any changes in the original intended use of grant funds must be approved by the granting agency and City Council.

EXPENDITURE POLICIES

Balanced Budget

The City shall prepare an annual balanced budget in accordance with the Local Government Budget and Fiscal Control Act, Generally Accepted Accounting Principles, and shall maintain excellence in finance and budgeting by meeting the standards necessary to achieve the Government Finance Officers Association's Distinguished Budget Award.

Actual funds expended and received against budget will be reported to the City Manager and department directors on a monthly basis and City Council on a quarterly basis.

Evaluation and Prioritization

Expenditures shall be reviewed by staff, the City Manager, and City Council prior to adoption, and continually monitored throughout the budget year. Priority will be given to expenditures consistent with the City's Strategic Plan, and those necessary to carry out the mandated and core services of the City.

Nonprofit Agencies – Competitive Process

Funding for nonprofit agencies shall be considered on a competitive basis consistent with Council's priorities or with a departmental or City-wide mission, and with the City's Consolidated Plan. Any agency receiving over \$5,000 in any one fiscal year is required to complete a financial review. Any agency receiving over \$10,000 in any one fiscal year is required to complete a financial single-audit. Community Development Block Grant Funds will be allocated to public service agencies at the maximum percentage allowable by HUD regulations. General Funds will be allocated to public service agencies that complete the competitive process a total amount not to exceed ½ percent of the General Fund operating budget. No agencies will be considered for funding without an operational budget.

Nonprofit Agency – Non-Competitive Process

Funding considerations for any nonprofit agency not considered through the competitive process in the recommended budget will require a formal budget request made to the City of Wilmington via the City Manager on or before March 31 annually.

RESERVES

Debt Service Fund

The City shall maintain a Debt Service Fund and all accumulated revenues will be used towards debt service, debt administration and debt issuance.

The City Council has adopted a levy of \$0.0500 cents of the General Fund property tax rate to be restricted in the Debt Service Fund for an 80% debt and 20% pay-as-you-go funding mechanism that will cover all projects within the five year Capital Improvement Plan. This rate will be adjusted as needed in future revaluation years.

Fund Balance

The City shall maintain a minimum unassigned fund balance equal to 15-20% of the operating budget for each of the City's funds. Any portion of the unassigned fund balance in excess of 20% of budgeted expenditures may be appropriated for one-time "pay-as-you-go" expenditures. (Examples are, but not limited to: incentive agreements, capital improvements, computer systems and software). Unassigned fund balance is not a recurring revenue source of funds and should only be appropriated for non-recurring expenditures

Contingency

Reserves may be appropriated in operating budgets to a contingency account in an amount not to exceed 5% of the fund in order to meet unexpected increases in service delivery costs.

DEBT MANAGEMENT

Debt Model

Debt Service models will be maintained for all debt and will identify the impact of future debt and the adequacy of designated resources.

Debt Service

The total annual debt service paid on tax-supported debt shall not exceed 15% of the operating expenditures in the General Fund including inter-fund transfers.

Direct Net Debt

The outstanding direct net debt will not exceed the NC statutory limit of 8% of the appraised property subject to taxation with an optimal level of less than 4%. Net General Fund debt per capita shall not exceed \$1,000.

Bonded Debt

Capital projects financed through the issuance of bonds will be financed for a period not to exceed the expected useful life of the project.

Bond Rating

The City will maintain its financial condition so as to maintain a minimum AA bond ratings

CAPITAL INVESTMENT POLICIES

The City shall annually update and adopt a 5-year Capital Improvements Program (CIP) in conjunction with the Annual Operating Budget.

A dedicated \$0.0500 of the property tax rate will be restricted to the Debt Service Fund for an 80% debt and 20% pay-as-you-go funding mechanism that will cover all projects within the five year plan. This rate will be adjusted as needed in future revaluation years

The City shall appropriate all funds for capital projects with an Ordinance in accordance with State statutes.

Capital expenditures included in the CIP as a project will generally cost at least \$50,000 and have a useful life of at least 5 years.

Capital projects financed through the issuance of bonds will be financed for a period not to exceed the expected useful life of the project.

The capitalization threshold minimum for fixed assets is set at \$5,000. The threshold will be applied to individual fixed assets and will only be capitalized if they have a useful life of at least two years from the date of acquisition.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

The accounting systems for the City will be compliant with the North Carolina Local Government Budget and Fiscal Control act and will be maintained to enable the preparation of financial statements that conform to generally accepted accounting principles (GAAP).

Reasonable access to the financial system will be made available to department directors and other staff for the continuous monitoring of revenues and expenditures. Emphasis will be placed on internal budgetary and financial controls with regard to the financial system for the purposes of maintaining proper checks and balances.

The City will have an annual independent audit performed by a certified accounting firm that will issue an opinion of the annual financial statements that are required by the Local Government Budget and Fiscal Control Act.

The City will prepare a Comprehensive Annual Financial Report (CAFR) that will be provided to City Council and is in compliance with established criteria to obtain the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting and will be submitted to that award program each year.

Full disclosure will be provided in all regulatory reports, financial statements and debt offering statement.

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REVENUE AND EXPENDITURE SUMMARY

REVENUE AND EXPENDITURE TRANSFER SCHEDULE

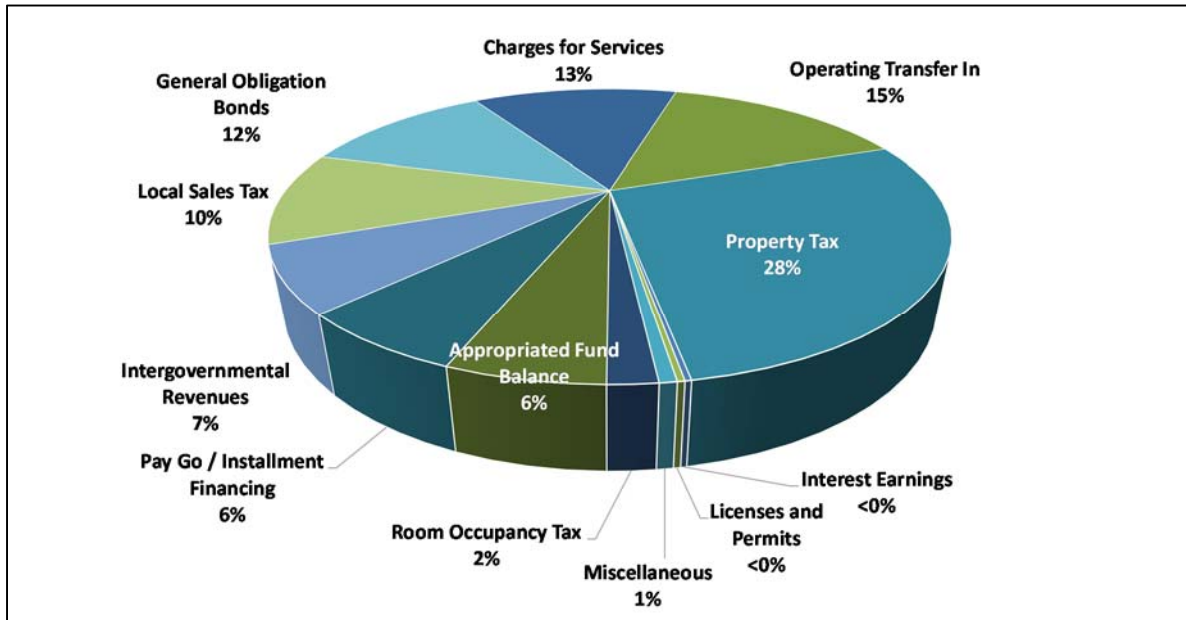
	Less Approp Fm			Total	Less Approp To		Net
	Total Revenues	Other Funds	Net Revenue	Expenditures	Other Funds	Expenditure	
Operating Funds							
General Fund	\$ 110,704,372	\$ -	\$ 110,704,372	\$ 110,704,372	\$ 18,600,605	\$ 92,103,767	
Solid Waste Management Fund	\$ 9,274,623	\$ 29,866	\$ 9,244,757	\$ 9,274,623		\$ 9,274,623	
Stormwater Management Fund	\$ 15,396,885	\$ -	\$ 15,396,885	\$ 15,396,885	\$ 7,088,045	\$ 8,308,840	
Subtotal	\$ 135,375,880	\$ 29,866	\$ 135,346,014	\$ 135,375,880	\$ 25,688,650	\$ 109,687,230	
Program Funds							
Fleet Maintenance & Replacement Fund	\$ 7,509,883	\$ -	\$ 7,509,883	\$ 7,509,883	\$ -	\$ 7,509,883	
Golf Course Fund	\$ 1,447,351	\$ -	\$ 1,447,351	\$ 1,447,351	\$ -	\$ 1,447,351	
HOME Partnership Fund	\$ 634,147	\$ -	\$ 634,147	\$ 634,147	\$ -	\$ 634,147	
Parking Facilities Fund	\$ 3,883,179	\$ 543,633	\$ 3,339,546	\$ 3,883,179	\$ 438,150	\$ 3,445,029	
Technology Replacement Fund	\$ 1,385,005	\$ 324,365	\$ 1,060,640	\$ 1,385,005	\$ -	\$ 1,385,005	
Special Purpose Fund	\$ 7,698,933	\$ 646,108	\$ 7,052,825	\$ 7,698,933	\$ 4,559,641	\$ 3,139,292	
Convention Center Operating Fund	\$ 8,105,206	\$ 4,559,641	\$ 3,545,565	\$ 8,105,206	\$ -	\$ 8,105,206	
CDBG Fund	\$ 887,269	\$ -	\$ 887,269	\$ 887,269	\$ -	\$ 887,269	
CDBG/HOME Grant and Loan Fund	\$ 804,103	\$ 305,234	\$ 498,869	\$ 804,103	\$ -	\$ 804,103	
Subtotal	\$ 32,355,076	\$ 6,378,981	\$ 25,976,095	\$ 32,355,076	\$ 4,997,791	\$ 27,357,285	
Debt Service Fund							
Debt Service Fund	\$ 23,670,275	\$ 9,334,832	\$ 14,335,443	\$ 23,670,275	\$ 8,913,937	\$ 14,756,338	
Subtotal	\$ 23,670,275	\$ 9,334,832	\$ 14,335,443	\$ 23,670,275	\$ 8,913,937	\$ 14,756,338	
Capital Project Fund (Not of Debt)							
CP- Streets and Sidewalks	\$ 2,190,251	\$ 2,436,392	\$ (246,141)	\$ 2,190,251	\$ -	\$ 2,190,251	
CP- Parking Facilities	\$ 2,868,334	\$ 840,621	\$ 2,027,713	\$ 2,868,334	\$ -	\$ 2,868,334	
CP- Parks and Recreation	\$ 47,048,402	\$ 4,257,500	\$ 42,790,902	\$ 47,048,402	\$ -	\$ 47,048,402	
CP- Public Facilities	\$ 9,257,141	\$ 9,234,141	\$ 23,000	\$ 9,257,141	\$ -	\$ 9,257,141	
CP- Public Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CP- Stormwater/Drainage	\$ 3,319,500	\$ 7,088,045	\$ (3,768,545)	\$ 3,319,500	\$ -	\$ 3,319,500	
CP- Golf Course Fund	\$ 1,000,000		\$ 1,000,000	\$ 1,000,000	\$ -	\$ 1,000,000	
Subtotal	\$ 65,683,628	\$ 23,856,699	\$ 41,826,929	\$ 65,683,628	\$ -	\$ 65,683,628	
Total All Funds	\$ 257,084,859	\$ 39,600,378	\$ 217,484,481	\$ 257,084,859	\$ 39,600,378	\$ 217,484,481	

Table represents transfers actually appropriated in other funds. Periodically, transfers are appropriated on one side by not received on the other.

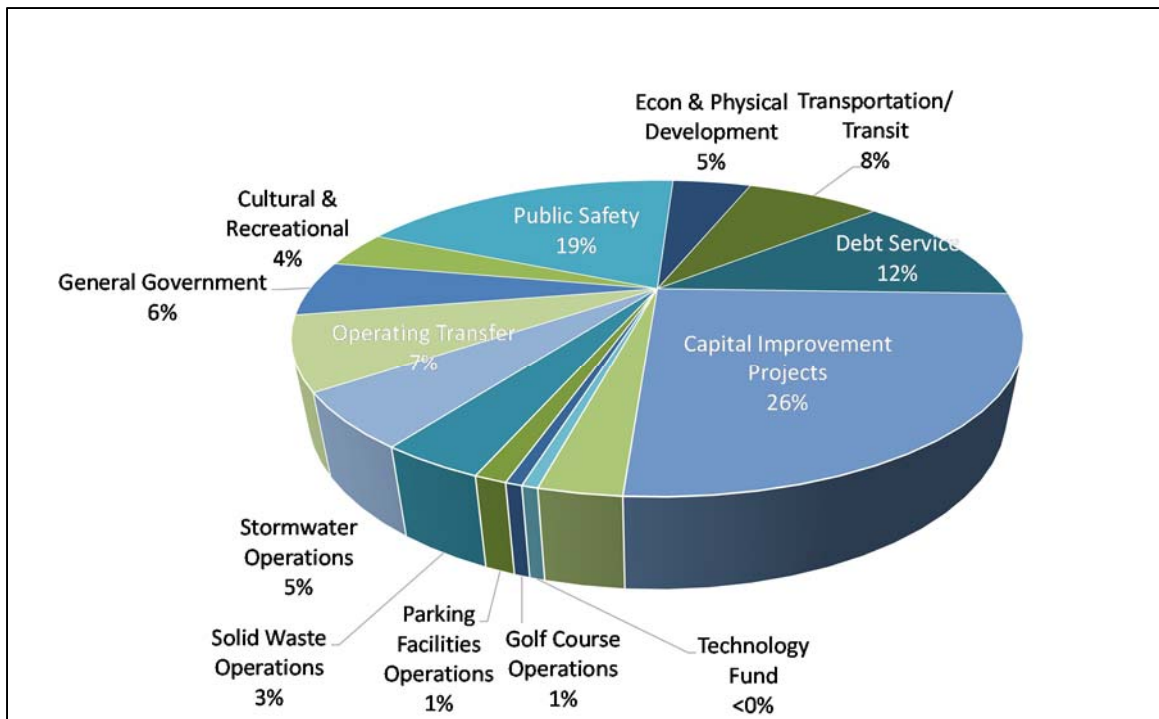
TOTAL BUDGET SUMMARY (INCLUDING INTERFUND TRANSFERS)

	FY16 Actual	FY17 Adopted	FY18 Adopted
Revenue			
Property Tax	\$ 65,195,129	\$ 66,079,249	\$ 71,414,683
Local Sales Tax	\$ 23,289,181	\$ 23,142,173	\$ 26,270,637
Room Occupancy Tax	\$ 3,337,377	\$ 5,131,886	\$ 4,559,641
Intergovernmental Revenues	\$ 21,102,934	\$ 19,150,815	\$ 17,980,427
Licenses and Permits	\$ 790,475	\$ 697,208	\$ 672,000
Charges for Services	\$ 32,271,338	\$ 32,308,904	\$ 33,640,022
Interest Earnings	\$ 8,362,282	\$ 398,139	\$ 589,952
Miscellaneous	\$ 64,018,988	\$ 7,319,306	\$ 1,599,828
Operating Transfer In	\$ 20,629,464	\$ 24,421,210	\$ 38,953,823
Intra-Fund Transfer	\$ -	\$ -	\$ -
Pay Go	\$ 77,554	\$ 2,956,800	\$ -
Pay Go / Installment Financing	\$ 62,000	\$ 5,464,051	\$ 16,374,343
General Obligation Bonds	\$ 2,925,000	\$ -	\$ 30,465,000
Appropriated Fund Balance	\$ -	\$ 8,154,343	\$ 14,564,503
Revenue Total	\$ 242,061,723	\$ 195,224,084	\$ 257,084,859
Appropriations			
General Government	\$ 12,217,133	\$ 15,365,503	\$ 14,770,706
Cultural & Recreational	\$ 8,421,488	\$ 9,446,944	\$ 9,837,630
Public Safety	\$ 46,817,640	\$ 46,839,030	\$ 49,257,898
Econ & Physical Development	\$ 8,279,964	\$ 12,823,394	\$ 12,054,149
Transportation/Transit	\$ 18,353,398	\$ 19,578,214	\$ 20,414,103
Debt Service	\$ 89,652,221	\$ 28,380,738	\$ 30,718,929
Capital Improvement Projects	\$ 16,205,831	\$ 16,614,788	\$ 65,683,628
Fleet Management Operations	\$ 4,567,297	\$ 6,607,938	\$ 7,069,502
Technology Fund	\$ 718,324	\$ 1,236,040	\$ 1,385,005
Golf Course Operations	\$ 1,300,054	\$ 1,426,435	\$ 1,447,351
Parking Facilities Operations	\$ 2,084,950	\$ 3,167,920	\$ 2,806,452
Solid Waste Operations	\$ 8,569,803	\$ 9,159,824	\$ 9,082,799
Stormwater Operations	\$ 6,789,480	\$ 8,462,900	\$ 13,556,102
Operating Transfer	\$ 12,401,991	\$ 16,114,416	\$ 19,000,605
Nondepartmental	\$ 8	\$ -	\$ -
Appropriations Total	\$ 236,379,582	\$ 195,224,084	\$ 257,084,859

TOTAL CITY REVENUE GRAPH

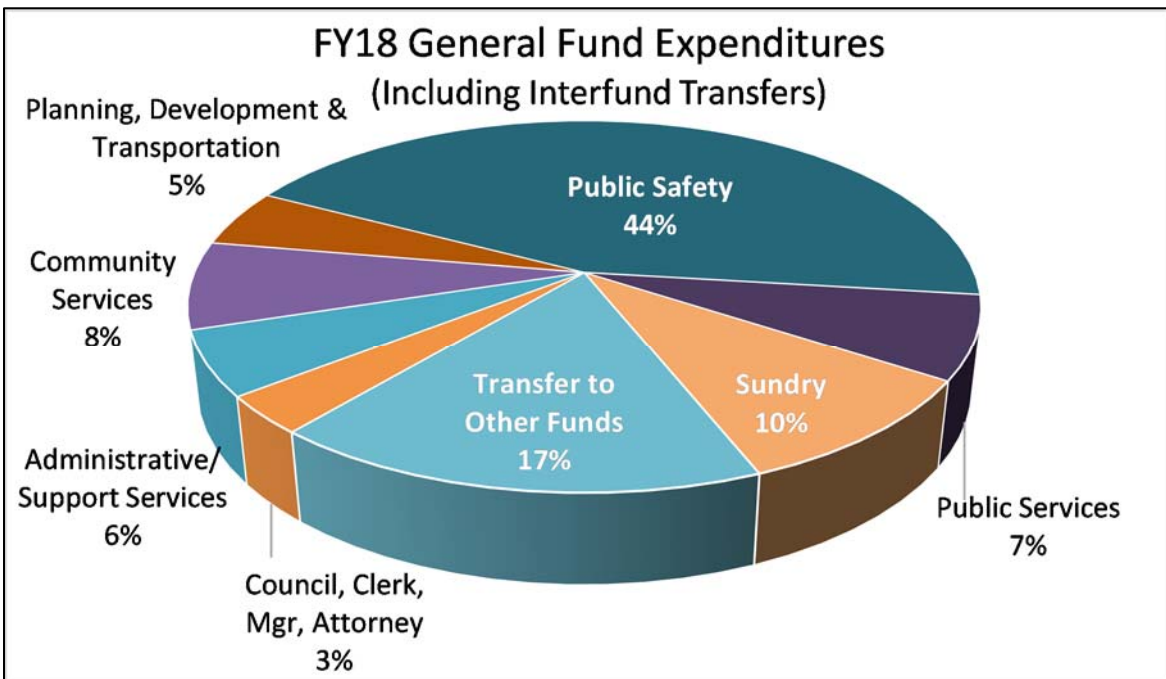
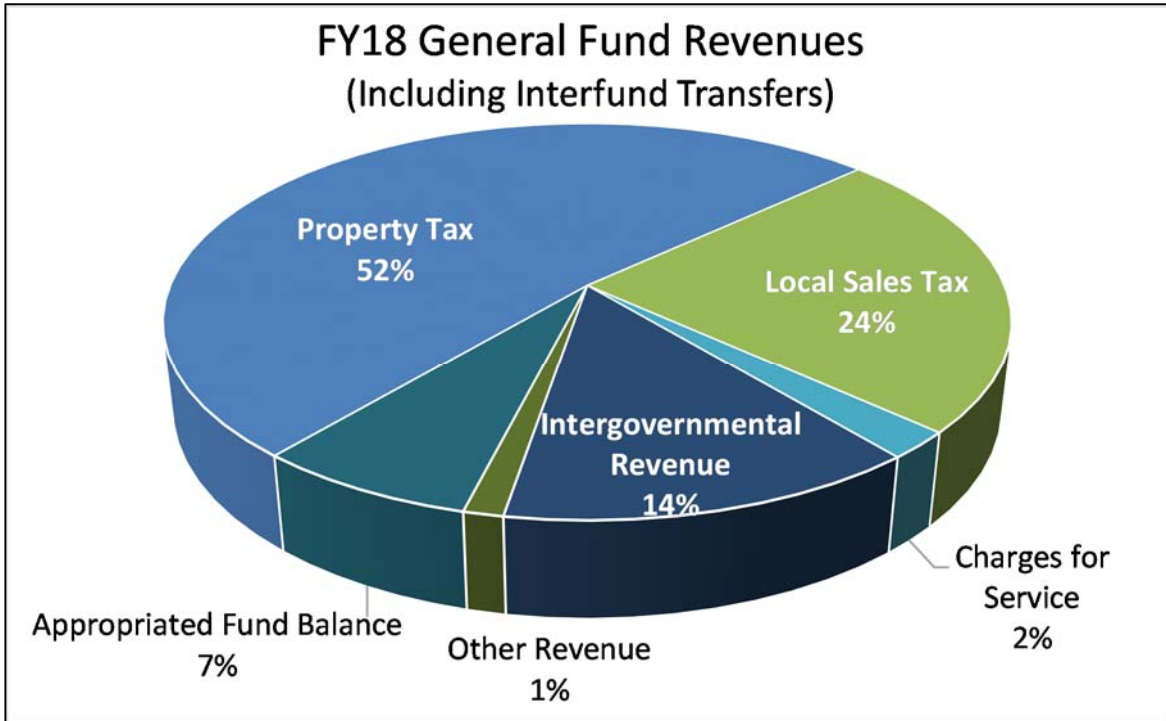


TOTAL CITY EXPENDITURE GRAPH



GENERAL FUND BUDGET SUMMARY (INCLUDING INTERFUND TRANSFERS)

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenues					
Property Tax	\$ 55,836,584	\$ 56,649,564	\$ 56,649,564	\$ 57,522,173	1.5%
Local Sales Tax	\$ 23,289,181	\$ 23,142,173	\$ 24,084,173	\$ 26,270,637	13.5%
Licenses, Fees & Permits	\$ 739,925	\$ 650,208	\$ 650,208	\$ 625,000	-3.9%
Charges for Service	\$ 2,588,490	\$ 2,396,604	\$ 2,492,093	\$ 2,448,238	2.2%
Intergovernmental Revenue	\$ 14,912,925	\$ 14,709,679	\$ 15,409,679	\$ 15,071,951	2.5%
Fines & Forfeitures	\$ 208,172	\$ 160,700	\$ 160,700	\$ 165,000	2.7%
Interest Earnings	\$ 192,457	\$ 204,358	\$ 204,358	\$ 252,620	23.6%
Other Revenue	\$ 1,881,124	\$ 1,263,428	\$ 1,304,600	\$ 388,553	-69.2%
Appropriated Fund Balance	\$ -	\$ 5,744,343	\$ 10,911,178	\$ 7,960,200	38.6%
Revenue Total	\$ 99,648,858	\$ 104,921,057	\$ 109,768,353	\$ 110,704,372	5.5%
Expenditures					
City Council	\$ 195,213	\$ 214,787	\$ 217,918	\$ 218,351	1.7%
City Clerk	\$ 203,031	\$ 249,402	\$ 249,321	\$ 258,485	3.6%
City Manager	\$ 1,898,399	\$ 2,027,233	\$ 2,028,556	\$ 2,159,120	6.5%
City Attorney	\$ 853,621	\$ 1,019,149	\$ 1,138,159	\$ 1,034,232	1.5%
Human Resources	\$ 771,339	\$ 835,688	\$ 848,163	\$ 1,067,846	27.8%
Finance	\$ 1,896,585	\$ 2,226,072	\$ 2,268,628	\$ 2,339,918	5.1%
Information Technology	\$ 2,221,141	\$ 2,681,124	\$ 2,714,179	\$ 2,873,974	7.2%
Community Services	\$ 7,233,447	\$ 8,057,084	\$ 8,262,739	\$ 8,431,906	4.7%
Planning, Development & Transportation	\$ 4,984,794	\$ 5,423,895	\$ 5,776,369	\$ 5,538,086	2.1%
Police	\$ 29,282,558	\$ 29,057,902	\$ 30,589,682	\$ 30,666,806	5.5%
Fire	\$ 16,498,677	\$ 17,464,008	\$ 17,954,216	\$ 18,257,286	4.5%
Public Services	\$ 5,054,736	\$ 5,582,707	\$ 5,593,735	\$ 5,525,488	-1.0%
PS-Engineering	\$ 2,079,982	\$ 2,214,904	\$ 2,220,553	\$ 2,559,269	15.5%
Non-Departmental	\$ 9,345,441	\$ 11,552,686	\$ 12,745,356	\$ 10,573,000	-8.5%
Contingency	\$ -	\$ 200,000	\$ 174,360	\$ 200,000	0.0%
Transfer to Other Funds	\$ 12,401,991	\$ 16,114,416	\$ 19,495,356	\$ 19,000,605	17.9%
Appropriations Total	\$ 94,920,955	\$ 104,921,057	\$ 112,277,290	\$ 110,704,372	5.5%



APPROPRIATIONS BY FUND

	FY16 Actual	FY17 Adopted	FY18 Adopted	Variance FY17 to FY18
Operating Funds				
010 General Fund	\$ 94,920,955	\$ 104,921,057	\$ 110,704,372	5%
<i>Less Appropriations to Other Funds</i>	\$ (12,401,991)	\$ (15,614,416)	\$ (18,600,605)	16%
NET GENERAL FUND	\$ 82,518,964	\$ 89,306,641	\$ 92,103,767	3%
050 Stormwater Management Fund	\$ 8,470,034	\$ 10,300,221	\$ 15,396,885	33%
<i>Less Appropriations to Other Funds</i>	\$ (1,388,242)	\$ (2,000,000)	\$ (7,088,045)	72%
NET STORMWATER FUND	\$ 7,081,792	\$ 8,300,221	\$ 8,308,840	0%
056 Solid Waste Management Fund	\$ 8,766,491	\$ 9,354,080	\$ 9,274,623	-1%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ -	\$ -	0%
NET SOLID WASTE FUND	\$ 8,766,491	\$ 9,354,080	\$ 9,274,623	-1%
Total Operating Funds	\$ 112,157,480	\$ 124,575,358	\$ 135,375,880	8%
<i>Less Appropriations to Other Funds</i>	\$ (13,790,233)	\$ (17,614,416)	\$ (25,688,650)	31%
NET OPERATING FUNDS	\$ 98,367,247	\$ 106,960,942	\$ 109,687,230	2%
	FY16 Actual	FY17 Adopted	FY18 Adopted	Variance FY17 to FY18
Program Funds				
021 Special Purpose Fund	\$ 5,305,248	\$ 8,073,640	\$ 7,698,933	-5%
<i>Less Appropriations to Other Funds</i>	\$ (1,645,399)	\$ (5,131,886)	\$ (4,559,641)	-13%
NET SPECIAL PURPOSE FUND	\$ 3,659,849	\$ 2,941,754	\$ 3,139,292	6%
022 Convention Center Operating Fund	\$ 63,979,989	\$ 8,959,761	\$ 8,105,206	-11%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ -	\$ -	0%
NET CONVENTION CENTER FUND	\$ 63,979,989	\$ 8,959,761	\$ 8,105,206	-11%
023 Community Development Block Grant Fund	\$ 1,027,137	\$ 891,498	\$ 887,269	-0.48%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ (487,100)	\$ -	0%
NET CDBG FUND	\$ 1,027,137	\$ 891,498	\$ 887,269	-0.48%
024 CDBG/Home Grant and Loan Fund	\$ 639,815	\$ 752,892	\$ 804,103	6%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ -	\$ -	0%
NET CDBG/HOME FUND	\$ 639,815	\$ 752,892	\$ 804,103	6%
025 HOME Partnership Fund	\$ 159,722	\$ 587,147	\$ 634,147	7%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ (58,715)	\$ -	0%
NET HOME PARTNERSHIP FUND	\$ 159,722	\$ 587,147	\$ 634,147	7%

	FY16 Actual	FY17 Adopted	FY18 Adopted	Variance FY17 to FY18
Program Funds				
055 Parking Facilities Fund	\$ 3,206,638	\$ 4,267,290	\$ 3,883,179	-10%
Less Appropriations to Other Funds	\$ -	\$ (650,000)	\$ (438,150)	-48%
NET PARKING FACILITIES FUND	\$ 3,206,638	\$ 3,617,290	\$ 3,445,029	-5%
057 Golf Course Fund	\$ 1,300,054	\$ 1,426,435	\$ 1,447,351	1%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET GOLF COURSE FUND	\$ 1,300,054	\$ 1,426,435	\$ 1,447,351	1%
061 Fleet Maintenance & Replacement Fund	\$ 5,010,502	\$ 7,054,715	\$ 7,509,883	6%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET FLEET FUND	\$ 5,010,502	\$ 7,054,715	\$ 7,509,883	6%
065 Technology Replacement Fund	\$ 718,324	\$ 1,236,040	\$ 1,385,005	11%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET TECHNOLOGY FUND	\$ 718,324	\$ 1,236,040	\$ 1,385,005	11%
Total Program Funds	\$ 81,347,429	\$ 33,249,418	\$ 32,355,076	-3%
Less Appropriations to Other Funds	\$ (1,645,399)	\$ (6,327,701)	\$ (4,997,791)	-27%
NET PROGRAM FUNDS	\$ 79,702,030	\$ 26,921,717	\$ 27,357,285	2%

	FY16 Actual	FY17 Adopted	FY18 Adopted	Variance FY17 to FY18
Debt Service Fund				
015 Debt Service Fund	\$ 26,668,840	\$ 20,784,520	\$ 23,670,275	12%
Less Debt and Appropriations to Other Funds	\$ (4,384,282)	\$ (2,499,721)	\$ (8,913,937)	72%
NET DEBT SERVICE FUND	\$ 22,284,558	\$ 18,284,799	\$ 14,756,338	-24%

	FY16 Actual	FY 16-17 Adopted	FY 16-17 Adopted	Variance FY17 to FY18
Capital Project Funds				
034 Public Facilities	\$ 2,194,615	\$ 704,552	\$ 9,257,141	92%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET PUBLIC FACILITIES FUND	\$ 2,194,615	\$ 704,552	\$ 9,257,141	92%
035 Parking Facilities	\$ 188,056	\$ 840,000	\$ 2,868,334	71%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET PARKING FACILITIES FUND	\$ 188,056	\$ 840,000	\$ 2,868,334	71%
036 Golf Course	\$ -	\$ -	\$ 1,000,000	100%
Less Appropriations to Other Funds	\$ -	\$ -	\$ -	0%
NET GOLF COURSE FUND	\$ -	\$ -	\$ 1,000,000	100%

	FY16 Actual	FY17 Adopted	FY18 Adopted	Variance FY17 to FY18
Capital Project Funds				
039 Public Improvement	\$ 179,056	\$ 1,755,104	\$ -	-100%
<i>Less Appropriations to Other Funds</i>	\$ -	\$ -	\$ -	0%
NET PUBLIC IMPROVEMENT FUND	\$ 179,056	\$ 1,755,104	\$ -	-100%
Total Capital Project Funds	\$ 16,205,832	\$ 16,614,788	\$ 65,683,628	75%
<i>Less Appropriations to Other Funds</i>	\$ (19,400)	\$ -	\$ -	
NET CAPITAL PROJECT FUNDS	\$ 16,186,432	\$ 16,614,788	\$ 65,683,628	75%
GRAND TOTAL ALL FUNDS	\$ 236,379,581	\$ 195,224,084	\$ 257,084,859	-24%
<i>Less Appropriations to Other Funds</i>	\$ (19,839,314)	\$ (26,441,838)	\$ (39,600,378)	-33%
NET ALL FUNDS	\$ 216,540,267	\$ 168,782,246	\$ 217,484,481	-22%

CAPITAL DEBT SERVICE PROJECTS

	FY17 Adopted	FY18 Adopted
031 - Streets and Sidewalks	\$ 4,823,423	\$ 1,683,520
032 - Stormwater	\$ 1,300,000	\$ (3,788,045)
033 - Parks and Recreation	\$ 1,936,800	\$ 29,720,069
034- Public Facilities	\$ (360,000)	\$ 9,640,878
035 - Parking Facilities	\$ -	\$ 4,994,876
036 - Golf Course	\$ -	\$ 800,000
TOTAL Capital Debt Service Projects	\$ 7,700,223	\$ 43,051,298

FORECAST ASSUMPTIONS AND PROVISIONS

GENERAL FUND

Forecast Assumptions and Provisions

The General Fund financial forecast makes the following assumptions and provisions for the budget year 2018 and estimated future years as follows:

FY 2018

- The FY18 Budget reflects a real property revaluation year that represents an 8.64% increase in assessed values from FY17. The revenue neutral tax rate for the City of Wilmington for FY18 to include a 1.74% growth adjustment totals 45.42 cents per \$100 assessed value.
 - The approval of this budget will require an additional tax rate adjustment of 2.92 cents over the calculated revenue neutral rate (45.42 cent) for a new ad valorem tax rate of 48.34 cents per \$100 assessed valuation. For comparison purposes, the FY17 tax rate was 48.50 cents of which, 38.86 cents is for General Fund operations.
- \$7,960,200 of fund balance is being used to balance the budget.

The fund balance will be used for the following three (3) Capital Improvement Plan projects:

 - Replacement of 800 MHz Radios totals \$2,710,200 for emergency communication.
 - Replacement of Core Financial System totals \$4,500,000, a system 20+ years old
 - Full funding, including a contingency for Police and Fire Training Facility totaling \$750,000.
- Sales tax revenue is budgeted at approximately 13.5% over the estimate adopted in the FY17 budget.
- General Fund expenditures reflect an increase of 5.5% over FY17 adopted.
- FY18 budget reflects year 2 of outside agency competitive process organizations receiving funding that provides for multiple programs serving at-risk youth in our community. The funding for FY18 totals \$600,903 which reflects a decrease of less than 1% under FY17 contribution.
- The provision for a 3% increase to salaries and the associated increase to benefits is budgeted in FY18.
- Seven new positions were authorized in FY18, with an additional position funded in the Wilmington Metropolitan Organization with the city contribution being \$5,879 from the general fund.

FY 2019 through FY 2023

- Property taxes reflect a 1.3% growth in property tax revenue with no change in rate.
- Sales tax is estimated to realize a 3% growth each estimated year.
- Compensation is estimated at a 3% increase for each future year.
- Operating expenditures are forecast to increase at 3% in FY19 and all other estimated years.
- Provides for the continued funding of expanded youth violence prevention and intervention programs in FY19 and all future years.

GENERAL FUND FINANCIAL FORECAST

	Actual FY 2015-16	Adopted FY 2016-17	Adjusted FY 2016-17	Year-End Estimates FY 2016-17	Adopted FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
REVENUES										
Property Taxes	55,836,584	56,649,564	56,649,564	56,995,823	57,522,173	58,273,529	59,034,766	59,806,015	60,587,408	61,379,078
Sales Taxes	23,289,181	23,142,173	24,084,173	22,483,598	26,270,637	27,088,101	27,939,448	28,826,272	29,750,246	30,713,126
Licenses, Fees, and Permits	739,925	650,208	650,208	691,573	625,000	634,375	643,891	653,549	663,352	673,303
Intergovernmental Revenues	14,912,924	14,709,679	15,409,679	15,953,784	15,071,951	15,309,659	15,552,122	15,799,434	16,051,692	16,308,996
Charges for Current Services	2,588,489	2,396,604	2,492,093	2,585,868	2,448,238	2,369,558	2,388,042	2,406,988	2,426,408	2,446,313
Fines and Forfeitures	208,172	160,700	160,700	170,290	165,000	170,290	170,290	170,290	170,290	170,290
Interest Earnings	192,457	204,358	204,358	282,801	252,620	252,620	252,620	252,620	252,620	252,620
Miscellaneous & Financing Proceeds	602,734	388,553	429,725	563,611	388,553	401,163	401,163	401,163	401,163	401,163
Transfers From Other Funds	1,278,390	874,875	874,875	874,875	-	-	-	-	-	-
Appropriated Fund Balance	-	5,744,343	10,911,178	5,319,745	7,960,200	-	-	-	-	-
TOTAL REVENUES	99,648,856	104,921,057	111,866,553	105,921,968	110,704,372	104,499,295	106,382,342	108,316,331	110,303,179	112,344,888
EXPENDITURES										
City Council	195,212	217,526	217,318	201,340	218,351	223,584	229,814	236,221	242,811	249,588
City Clerk	203,031	249,402	249,321	214,903	258,485	256,568	263,943	271,532	279,343	287,381
City Manager	1,898,399	2,027,233	2,027,556	1,975,357	2,159,120	2,086,535	2,147,586	2,210,438	2,275,144	2,341,758
City Attorney	853,621	1,019,149	1,138,159	992,800	1,034,232	1,048,946	1,079,622	1,111,203	1,143,716	1,177,188
Human Resources	771,339	835,688	848,163	812,476	1,067,846	859,963	884,951	910,672	937,149	964,403
Finance	1,896,585	2,226,072	2,264,272	2,012,476	2,339,918	2,290,295	2,356,393	2,424,423	2,494,442	2,566,507
Information Technology	2,221,141	2,681,124	2,712,179	2,532,467	2,873,974	2,753,204	2,827,279	2,903,408	2,981,647	3,062,056
Planning, Dev, Tran	4,984,794	5,423,895	5,776,369	4,862,588	5,538,086	5,565,493	5,710,919	5,860,279	6,013,684	6,171,245
Community Services	7,233,447	8,057,084	8,238,339	7,502,391	8,431,906	8,273,085	8,495,076	8,722,308	8,931,610	9,170,984
Police	29,282,558	29,057,902	30,577,810	29,174,617	30,666,806	29,792,248	30,558,801	31,346,250	32,155,185	32,986,214
Fire	16,498,677	17,464,008	17,953,466	17,065,550	18,257,286	17,961,983	18,474,408	19,001,706	19,544,314	20,102,682
Public Services	7,134,718	7,797,611	7,798,529	7,563,656	8,084,757	8,001,348	8,210,561	8,425,402	8,646,024	8,872,589
TOTAL DEPARTMENTS	73,173,522	77,056,694	79,801,481	74,890,621	80,930,767	79,113,253	81,239,355	83,423,843	85,645,067	87,952,594
Nondepartmental	7,870,542	9,773,863	10,606,312	10,082,574	8,722,552	9,739,510	9,945,143	10,169,832	10,415,240	10,683,171
Outside Agencies	1,252,399	1,448,860	1,461,820	1,429,800	1,473,224	1,464,724	1,464,724	1,464,724	1,464,724	1,464,724
Economic Incentives	222,492	327,224	327,224	224,661	377,224	224,661	224,661	224,661	247,437	247,437
Inventory Changes	8	-	-	-	-	-	-	-	-	-
Contingency	-	200,000	174,360	-	200,000	-	-	-	-	-
Transfers to Other Funds	1,447,920	1,637,214	1,739,372	1,538,335	1,705,573	1,405,573	1,405,573	1,405,573	1,405,573	1,405,573
Transfer to Capital Project Funds	982,138	5,142,370	8,421,152	8,421,152	7,960,200	863,350	863,350	863,350	863,350	863,350
Transfer to Debt Reserve Fund	9,971,933	9,334,832	9,334,832	9,334,832	9,334,832	9,334,832	9,334,832	9,334,832	9,334,832	9,334,832
TOTAL NONDEPARTMENTAL	21,747,432	27,864,363	32,065,072	31,031,354	29,773,605	23,032,650	23,238,283	23,462,972	23,731,156	23,999,087
TOTAL CIP OPERATIONAL	-	-	-	-	-	333,660	955,733	1,006,095	1,931,409	2,035,917
TOTAL EXPENDITURES	94,920,955	104,921,057	111,866,553	105,921,968	110,704,372	102,479,563	105,433,371	107,892,909	111,307,632	113,987,599

STORMWATER MANAGEMENT FUND

Forecast Assumptions and Provisions

The Storm Water Management Fund financial forecast makes the following assumptions and provisions for the budget year 2018 and estimated future years as follows:

FY 2018

- Storm water rates reflect a 5.9% increase in FY18 taking the rate from \$7.66 to \$8.11 per ERU (Equivalent Residential Units) per month.
- Utility fees for City streets, paid from the General Fund, include the 5.9% rate increase as well as the 2.5% annual escalator as required by bond covenants.
- The provision for a 3% salary adjustment and corresponding benefit increases for the City's compensation plan is budgeted in FY18.
- There is a \$3,300,000 transfer budgeted to the CIP fund for annual storm drain rehabilitation efforts. This represents the same amount transferred in FY17. The FY18 budget transfers an additional \$3,788,045 from Stormwater Management Fund's unrestricted fund balance. The FY18 Storm Drain Rehabilitation CIP will be using pay-go for the projects instead of revenue bonds.

FY 2019 through FY 2023

- The current rate model reflects a 1% increase in Storm water rates and a 1% growth in utility fees in all estimated years.
- The utility fees for City streets are forecast with the 1% rate increase as well as the 2.5% escalator required by bond covenants in all future years.
- Compensation is estimated at a 3% increase for each future year.
- Operating expenditures are forecast to increase at 3% in FY19 and all other estimated years.

STORM WATER MANAGEMENT FUND FINANCIAL FORECAST

	Actual FY 2015-16	Adopted FY 2016-17	Adjusted FY 2016-17	Year End Estimates FY 2016-17	Adopted FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
REVENUES										
Storm Water Utility Fees	7,646,645	7,730,986	7,730,986	7,758,735	8,487,789	8,572,667	8,658,394	8,744,977	8,832,427	8,920,752
City Streets SW Utility Fees	2,249,917	2,441,004	2,441,004	2,441,004	2,649,015	2,871,532	3,112,741	3,374,211	3,657,645	3,964,887
Storm Water Discharge Permits	50,550	47,000	47,000	64,880	47,000	47,000	47,000	47,000	47,000	47,000
NCDOT Drainage Maintenance	29,500	37,000	37,000	29,500	37,000	37,000	37,000	37,000	37,000	37,000
Transfer from Payment in Lieu	-	-	-	-	-	-	-	-	-	-
Interest Earnings	36,275	44,231	44,231	56,175	61,758	62,993	64,253	65,538	65,538	66,849
Miscellaneous & Financing Proceeds	32,977	-	-	67,391	-	-	-	-	-	-
Appropriated Fund Balance	-	-	177,168	-	4,114,323	-	-	-	-	-
TOTAL REVENUES	10,045,864	10,300,221	10,477,389	10,417,685	15,396,885	11,591,192	11,919,388	12,268,727	12,639,610	13,036,488
EXPENDITURES										
Public Services	4,520,100	5,202,047	5,285,315	4,258,130	5,350,632	5,460,730	5,622,520	5,789,144	5,960,746	6,137,476
Nondepartmental	881,138	1,160,853	1,159,694	953,460	1,017,425	1,017,048	1,047,559	1,078,986	1,111,356	1,144,696
Debt Service/ Debt Reserve	1,680,554	1,837,321	1,838,480	1,837,480	1,840,783	3,303,284	3,303,284	3,303,284	3,303,284	3,303,284
Contingency	-	100,000	100,000	-	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Cap Projects Fund	1,388,242	2,000,000	2,093,900	2,093,900	7,088,045	3,300,000	1,500,000	2,570,000	3,317,000	3,317,000
TOTAL EXPENDITURES	8,470,034	10,300,221	10,477,389	9,142,970	15,396,885	13,181,061	11,573,363	12,841,414	13,792,386	14,002,456

SOLID WASTE MANAGEMENT FUND

Forecast Assumptions and Provisions

The Solid Waste Management Fund financial forecast makes the following assumptions and provisions for the budget year 2018 and estimated future years as follows:

FY 2018

- Eliminated carrion service to commercial entities.
- Additional funding in the amount of \$11,800 has been budgeted to continue with the successful curbside electronic collection program that began in July 2015.
- Funding in the amount of \$20,000 has been budgeted to cover the cost of a pilot program that will contract with a private tree company to assist the Parks Maintenance division in clearing overgrown trees and shrubs from alleyways that are deemed to be difficult for Solid Waste drivers to maneuver.
- Shifted \$26,889 in funding to reclassify two Solid Waste workers to operators, as well as additional resources to assist with the expanding downtown central business district.
- The per month fees for weekly residential collection of refuse (95 gallon cart), recyclables, yard waste, and bulky item collection remain unchanged from FY17.
- Solid Waste refuse collection fees are budgeted with an anticipated 1% growth.
- The provision for a 3% adjustment to salaries and the corresponding increase in benefits are budgeted in FY18.

FY 2019 through FY 2023

- No rate increases are forecast in the estimated years however, a 1% growth is assumed cumulatively each year.
- The State disposal tax is also estimated at a cumulative 1% growth in all future years.
- Compensation is estimated at a 3% increase for each future year.
- Operating expenditures are forecast to increase at 3% in FY18 and all other estimated years.

SOLID WASTE FUND FINANCIAL FORECAST

	Actual FY 2015-16	Adopted FY 2016-17	Adjusted FY 2016-17	Year End Estimates FY 2016-17	Adopted FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
REVENUES										
Refuse Fees	8,744,024	8,724,954	8,724,954	8,362,698	8,744,024	8,831,464	8,919,779	9,008,977	9,099,066	9,190,057
Intergovernmental Revenue	74,562	58,972	58,972	77,580	70,558	71,264	71,976	72,696	72,696	73,423
Recycling Sales	30,007	28,670	28,670	35,631	31,327	31,327	31,327	31,327	31,327	31,327
Interest Earnings	14,235	7,600	7,600	21,946	26,147	26,147	26,147	26,147	26,147	26,147
Bag Sales Revenue	97,109	84,200	84,200	99,780	98,915	98,915	98,915	98,915	98,915	98,915
Other Revenue	-	-	-	311,549	-	-	-	-	-	-
Appropriated Fund Balance	-	299,818	299,818	-	165,495	-	-	-	-	-
TOTAL REVENUES	9,175,777	9,354,080	9,354,080	9,065,773	9,274,623	9,197,274	9,286,301	9,376,219	9,466,308	9,558,026
EXPENDITURES										
Administration	405,715	424,913	524,313	498,468	510,863	526,189	541,975	558,234	574,981	592,230
Customer Refuse	3,429,609	3,673,959	3,695,790	3,491,028	3,649,121	3,690,615	3,801,333	3,915,373	4,032,834	4,153,819
Recycling	880,836	791,011	764,181	513,129	742,061	764,323	787,253	810,870	835,196	860,252
Yard Waste	1,360,353	1,858,362	1,842,961	1,664,727	1,761,643	1,814,492	1,868,927	1,924,995	1,982,745	2,042,227
Downtown Collection	1,182,429	1,023,941	940,041	619,302	1,029,491	1,060,376	1,092,187	1,124,953	1,158,701	1,193,462
Bulky/Metal Collection	578,625	644,958	643,858	558,379	647,225	666,642	686,641	707,240	728,457	750,311
Sundry	732,238	742,680	748,680	744,300	742,395	764,217	786,693	809,844	809,844	833,689
Debt Service	196,688	194,256	194,256	194,256	191,824	-	-	-	-	-
TOTAL EXPENDITURES	8,766,494	9,354,080	9,354,080	8,283,589	9,274,623	9,286,853	9,565,009	9,851,509	10,122,759	10,425,992

GOLF FUND

Forecast Assumptions and Provisions

The Golf Course Fund financial forecast makes the following assumptions and provisions for the budget year 2018 and estimated future years as follows:

FY 2018

- Operating revenue estimates for the Municipal course has been reduced to better reflect actuals. The revenue for daily greens fees was reduced to reflect rounds played at 47,750 per year vs. 50,000.
- Additional revenue in the amount of \$51,396 is included in FY18 which is intended to recoup the maintenance costs associated with the First Tee program.
- \$1M in parks bond funding was assigned to the Municipal course for renovation of the clubhouse as well as construction of a new cart barn.
- The provision for a 3% adjustment to salaries and the associated increase in benefits is budgeted in FY18.

FY 2019 through FY 2023

- Continue with improvements as funded through the parks bonds.
- Compensation is estimated at a 3% increase for each future year.
- Operating expenditures are forecast to increase at 3% in FY18 and all other estimated years.

GOLF COURSE FUND FINANCIAL FORECAST

	Actual FY 2015-16	Adopted FY 2016-17	YTD Adjusted FY 2016-17	Year End Estimates FY 2016-17	Adopted FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
REVENUES										
Municipal Course										
Daily Green Fees	674,646	788,135	788,135	629,232	781,625	781,625	781,625	781,625	781,625	781,625
Tournament Fees	27,582	7,085	7,085	3,622	7,085	7,085	7,085	7,085	7,085	7,085
Discount Card Fees	127,665	196,435	196,435	164,117	173,312	173,312	173,312	173,312	173,312	173,312
Cart Rental	252,270	269,268	269,268	243,146	265,661	265,661	265,661	265,661	265,661	265,661
Locker Fees	400	-	-	120	-	-	-	-	-	-
Concessions	166,317	163,228	163,228	163,266	165,500	165,500	165,500	165,500	165,500	165,500
Interest Earnings	1,812	2,284	2,284	1,854	2,772	2,772	2,772	2,772	2,772	2,772
Other Revenue	20,200	-	-	2,888	-	-	-	-	-	-
Expired Gift Certificate/Passes	4,270	-	-	3,017	-	-	-	-	-	-
First Tee	-	-	15,000	15,000	51,396	51,396	51,396	51,396	51,396	51,396
Appropriated Fund Balance	24,891	-	103,740	58,866	-	-	-	-	-	-
TOTAL REVENUES	1,300,053	1,426,435	1,545,175	1,285,128	1,447,351	1,447,351	1,447,351	1,447,351	1,447,351	1,447,351
EXPENDITURES										
Municipal Course	1,108,461	1,298,367	1,417,107	1,157,060	1,319,283	1,358,811	1,399,525	1,441,460	1,484,652	1,529,140
Inland Greens Course	77,448	-	-	-	-	-	-	-	-	-
Miscellaneous	114,144	128,068	128,068	128,068	128,068	128,068	128,068	128,068	128,068	128,068
Contingency	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-
CIP Operational	-	-	-	-	-	7,500	7,650	7,803	7,959	7,959
TOTAL EXPENDITURES	1,300,053	1,426,435	1,545,175	1,285,128	1,447,351	1,494,379	1,535,243	1,577,331	1,620,679	1,665,167

PARKING FUND

Forecast Assumptions and Provisions

The Parking Facility Fund financial forecast makes the following assumptions and provisions for the budget year 2018 and estimated future years as follows:

FY 2018

- Expenditure budget reflects a decrease of approximately 9% from FY17 adopted with the removal of funding for renovation of the Park Wilmington's office, reductions in annual service contracts as well as funding used for testing new meters.
- Revenue associated with the Water Street Deck was reduced by \$95,000 in anticipation of the removal of the deck to make way for the Water Street Redevelopment project.
- A transfer in the amount of \$438,150 to the CIP fund is for two projects. \$138,150 in additional funding is being provided for lighting replacement in the Market Street and Second Street decks and \$300,000 is being allocated for Phase II of the Smart Meter (IPS) deployment.
- Operational funding was shifted to accommodate the replacement of the digital pay station located in the Hanna Block Lot and replacement of two pay stations in the Second Street Deck. Funding was also shifted to fund the replacement of the electric vehicle charging station in the Market Street Deck.
- Two fee schedule changes for the Convention Center Parking Deck were authorized. A fee of \$100 was added for monthly unreserved single space rental as well as an increase to the monthly reserved single space rate from \$100 to \$130.
- The provision for a 3% increase for salaries and the associated increase in benefits is budgeted for in FY18.

FY 2019 through FY 2023

- No rate increases are forecast in the estimated years however, a 2% growth is assumed in FY18 and 2% in other future years.
- Compensation is estimated at a 3% increase for each future year.
- Operating expenditures are forecast to increase at 3% in FY18 and all other estimated years.

PARKING FUND FINANCIAL FORECAST

	Actual FY 2015-16	Adopted FY 2016-17	Adjusted FY 2016-17	Year End Estimates FY 2016-17	Adopted FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
REVENUES										
Parking Meters	1,015,619	1,196,480	1,196,480	1,168,426	1,237,230	1,261,485	1,286,225	1,311,460	1,337,200	1,363,454
Parking Fines	463,685	510,000	510,000	392,137	440,501	449,311	458,297	467,463	476,812	486,349
Parking Facility Charges	1,923,076	1,607,510	1,643,510	1,807,087	1,575,963	1,604,397	1,635,712	1,667,653	1,700,233	1,733,465
Interest Earnings	10,433	14,577	14,577	15,696	19,264	19,264	19,264	19,264	19,264	19,264
Transfers from Other Funds	558,740	550,386	550,386	550,386	543,633	534,543	102,234	-	-	-
Other Revenue	304	-	-	-	-	-	-	-	-	-
Appropriated Fund Balance	-	388,337	438,162	-	66,588	-	-	-	-	-
TOTAL REVENUES	3,971,857	4,267,290	4,353,115	3,933,732	3,883,179	3,869,000	3,501,732	3,465,840	3,533,509	3,602,531
EXPENDITURES										
Personnel	109,930	131,164	130,864	121,311	118,746	122,308	125,978	129,757	133,650	137,659
Benefits	40,915	46,961	46,961	40,047	46,968	48,377	49,828	51,323	52,863	54,449
Operating	1,888,031	2,228,717	2,284,461	1,910,604	2,108,510	2,171,765	2,236,918	2,304,026	2,373,147	2,444,341
Outlay	39,996	60,000	90,100	6,150	43,000	32,320	32,643	32,970	33,299	33,632
Nondepartmental	6,078	656,078	656,359	656,359	444,228	6,078	6,078	6,078	6,078	6,078
Debt Service	1,121,688	1,099,370	1,099,370	1,099,370	1,076,727	1,122,887	674,848	552,952	533,289	513,627
Contingency	-	45,000	45,000	-	45,000	-	-	-	-	-
CIP Operational	-	-	-	-	-	25,000	27,000	27,000	27,000	27,000
TOTAL EXPENDITURES	3,206,638	4,267,290	4,353,115	3,833,841	3,883,179	3,528,736	3,153,293	3,104,106	3,159,325	3,216,786

AUTHORIZED POSITION LISTING

The authorized position listing summarizes the net changes in positions for the fiscal years FY16 through the FY18 budget.

	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
General Fund Full-Time				
City Clerk	3	3	3	3
City Manager	17	17	17	18
City Attorney	9	10	10	10
Human Resources	8	9	9	10
Finance	26	27	27	27
Information Technology Services	17	21	21	21
Community Services	79	85	83	85
Planning, Development and Transportation	43	44	44	45
Police Department	333	341	341	343
Fire Department	220	222	222	222
Public Services Department	39	40	40	40
Engineering	30	30	30	30
General Fund Full-Time Total	824	849	847	854
Other Funds				
CD/HM Grant and Loan Fund	8	8	8	8
Fleet Fund	13	13	13	13
Golf Course Fund	11	11	10	10
Parking Fund	2	2	2	2
Solid Waste Management Fund	83	75	75	75
Stormwater Management Fund	60	60	60	60
Wilmington Metropolitan Planning Organization	10	10	10	11
Other Funds Grand Total	187	179	178	179
Part-Time				
City Manager	0.50	0.50	0.50	-
Human Resources	0.96	0.96	0.48	0.48
Finance	0.48	0.48	-	-
Community Services	14.24	17.44	17.44	16.26
Police Department	12.79	12.79	12.79	12.79
Fire Department	1.45	1.45	1.45	1.45
CD/HM Grant and Loan Fund	1.18	0.58	1.06	0.96
Golf Course Fund	2.92	2.92	2.92	2.92
Part-Time Grand Total	34.52	37.12	36.64	34.86
All Funds Full-time Total	1,011	1,028	1,025	1,033
All Funds Part-time Total	34.52	37.12	36.64	34.86
Grand Total All Funds	1,045.52	1,065.12	1,061.64	1,067.86

Overview

The Adopted FY17 authorized strength totaled 1028 full time positions, however, this total included a clerical error that has been corrected and is reflected in the FY17 Adjusted number above. Included in the 1028, were two (2) Recreation Coordinators that are each a .88 FTE and are technically classified as part time employees. These positions were removed from the full time group and were simply placed in with the part time positions bringing the adjusted total to 1026. Additionally, the Golf Course recognized the reduction of one (1) position that had been unfunded for several years. This reduction reduced authorized strength from 1026 to 1025 for FY17. One additional clerical adjustment can be found in the Police Department full time FY16 Actuals. The FY18 Recommended Budget stated there were 336 police employees in FY16 Actuals, which has been adjusted to 333. There were 3 Police Trainee overhire positions included in the original calculation in error.

The FY18 adopted budget reflects a total increase of eight (8) new positions across various departments for a grand total of 1,033 full-time positions and 34.86 part-time positions. Each position request directly associates with the strategic plan and overall mission of the core values of the city. In summary, the adopted budget increased the full-time authorized strength by the following positions: Fiscal Support Specialist in the Office of Budget and Research, a Compensation Analyst in Human Resources, a Tree Trimmer and Recreation Coordinator in Community Services, an Administrative Technician with Planning, Development & Transportation, two (2) Property & Evidence Technicians with the Police Department and a GIS Analyst with the Wilmington Metropolitan Planning Organization.

FEE SCHEDULE CHANGES

Below is a summary of adopted changes to the fee schedule with each summary indicating what is represented currently as well as the adopted change.

Convention Center Parking Deck

Fee	Current	Adopted
Monthly Unreserved Single Space	None	\$100/month
Monthly Reserved Single Space	\$100/month	\$130/month
Lost Ticket	\$13.00	\$13.00/day

Parks and Recreation

Pools:

Fee	Current	Adopted
Pools (2 hour block)	\$50 - \$125	Remove from Schedule

Halyburton:

Fee	Current	Adopted
Business Rate	\$225 first two hours \$50 each add'l hours	\$50/hr (two-hour minimum) or daily rate of \$300/eight hours Weekdays from 8 am – 5 pm \$100 clean-up deposit is required
Center Kitchen	\$50 for both Non-profit and Private/for Profit	Remove from Schedule

Attendant fee after normal business hours

<i>Non-Profit</i>		
Attendant after normal business hours	\$325 first 4 hours \$81.25 each add'l hr \$20/hour attendant fee	\$240 first four hours \$60/hour each add'l hr plus deposits (\$100 refundable clean-up deposit and a \$200 refundable damage deposit) \$20/hour attendant fee

Fee	Current	Adopted
Private/For Profit		
Attendant after normal business hours	\$475 first four hours \$118.75 each add'l hr \$20/hr attendant fee	\$475 first four hours \$100/hour each add'l hr plus deposits (\$100 refundable clean-up deposit and a \$200 refundable damage deposit) \$20/hr attendant fee

Inland Greens:

Fee	Current	Adopted
Cart Fee	N/A	\$2 cart fee (same as Muni)

Loan Programs

Fee	Current	Adopted
City Loan Assumptions & Subordination Request	N/A	\$50 Upon death of original borrower an heir may apply to assume loan Borrowers with city 2 nd mortgage may request a subordination of their City loan for refinancing purposes
HOP Application Fee	N/A	\$50 Application fee for HOP loans

Stormwater Management

Fee	Current	Adopted
Standard Rate	\$7.66 ERUs	\$8.11 ERUs (5.9% increase)

Solid Waste Management

Fee	Current	Adopted
Carrion	<p>The refuse collection fee for one time per week carrion service is Thirty five dollars and nine cents (\$35.09) per month.</p> <p>The refuse collection fee for two times per week carrion service is Seventy dollars and eighteen cents (\$70.18) per month.</p> <p>The refuse collection fee for three times per week carrion service is One hundred five dollars and twenty-seven cents (\$105.27) per month.</p>	Remove from Schedule

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CITY OF WILMINGTON STRATEGIC PLAN (2017 to 2020)

The Strategic Plan (Plan) set forth, like the City itself, is not a static object; rather it is intended to provide a framework for positive change in the city. It sets the stage for the City's priority initiatives as voiced by City Council, citizens, vetted by staff. The plan is expected to evolve to ensure the city is moving towards the desired vision.

The strategic plan's philosophy ensures maintenance of the City's core and essential services while at the same time enhancing identified strategic initiatives. This ensures the services succeeding today are not the community's strategic initiatives tomorrow. It also ensures the Plan set forth is focused on a small number of community priorities to make certain that over the next four years the strategies identified will have successes.

The Plan's intent is threefold:

- To provide a strategic focus for the community and city staff,
- To provide stability and opportunities for those who already live, work and build their businesses here, and;
- To provide a common goal for all

Basic Strategic Planning Elements and Definitions:

- **Focus Areas:** Broad statement toward which the organizations efforts are directed; identifies the 'what' not the 'how'
- **Community Outcomes:** specific and measurable milestone the community/organization sets that identifies success of the Focus Area
- **Strategies:** the approach or plan of action the organization wants to take to achieve the community outcomes; the 'how' the organization is going to get there, the 'direction' of the plan
- **Action Steps:** the actual work task or specific tactic identified to deliver on the strategy; the 'what you do', which will remain flexible allowing staff to respond to community needs

FOCUS AREA: CREATE A SAFE PLACE

The City will create a safe, inclusive community with neighborhood/area based public safety and support services.

Community Outcomes

1. Reduce city crime rate on a year over year basis
2. Truancy rates decline year over year
3. Participation increases in after school program
4. School drop-out rates decrease 5% annually
5. Increase newly developed “complete streets” by no less than 1,000 linear feet annually
6. The total response time for all calls for emergency service, the Fire Departments first due unit will be within four and a half (4.5) minutes for 90% of all calls for emergency service
7. Reduce the # of enforced (under order) minimum housing code and nuisance violations

Strategies

1. Partner with community and non-profit agencies to enhance youth engagement (Outcome Link: 1, 2, 3, 4)

Action steps:

- Proactively recruit additional resources or groups that will promote and enhance youth engagement
- Partner with non-profits that will enable affordable home ownership opportunities to eligible citizens

2. Establish a model citizen code to establish acceptable social norms (Outcome Link: 1, 3, 7)

Action steps:

- Proactively target and implement additional neighborhood watch programs
- Proactively identify City code violations and alert the property owner
- Encourage city staff to act as ambassadors and promote social norms by picking up trash as they are walking around the city and calling in areas that need clean up

3. Review and implement city-wide sharing of resources across departments to aid in known public safety service gaps allowing more targeted community policing (Outcome Link: 1, 2, 3, 4, 7)

Action steps:

- Identify departments with staffing who have ‘down-time’ to aid in areas where service gaps exist
- Real time CTR implementation
- Initiate neighborhood sweeps

- Pilot community policing approaches and roll out successful practices to more of the community
4. Implement a public safety staffing plan directed at a safer community (Outcome Link: 1, 2, 3, 4, 6, 7)

Action steps:

- Ensure current staffing levels are resourced in key areas of the city
5. Employ comprehensive plan policies and land development codes to create both defensible spaces and safe streets (Outcome Link: 1, 5, 7)

Action steps:

- Maximize active walls in pedestrian oriented areas and promote the development of more pedestrian oriented areas
 - Incorporate crime prevention through environmental design (CPTED) techniques in parks, public spaces, parking decks, and new developments to maximize community safety
 - Create development patterns that reduce reliance on uses divided into “pods”
 - Enhance bike and pedestrian infrastructure that increases bicycle and pedestrian safety and supports public health goals
 - Coordinate street designs with placemaking and pedestrian priorities to improve traffic flow and enhance bike and pedestrian safety
 - Relocate freight trains to a more direct route into the port of Wilmington to dramatically reduce the number of at-grade freight train crossings, improve traffic flow and enhance vehicular, bicycle, and pedestrian safety
 - Plan for police and fire services in coordination with development and growth projections to allow for the efficient provision of public safety services
6. Engage in public outreach to change citizen perception (Outcome Link: 1, 2, 3, 4, 7)

Action steps:

- Continue to use social media to enhance public outreach
- Creative messaging of media statements
- Police will partner with key groups to convey common regional communications

7. Provide state of the art equipment and personnel capabilities in order to best provide for the fire, EMS, and disaster emergency response needs of our citizens, businesses, and visitors.”

Action steps:

- Provide innovative fire suppression operations in order to protect life, property and the environment
- Maintain external partnerships in order to enhance operational effectiveness
- Provide emergency medical first response capabilities at the basic life support level in order to treat life-threatening medical emergencies
- Provide specialized operational capabilities in order to safely mitigate low frequency high risk emergency incidents

FOCUS AREA: SUPPORT EFFICIENT TRANSPORTATION SYSTEMS

The City will advocate for, develop and maintain diverse modes of transportation needed for an inclusive, connected community. A complete transportation system includes motor vehicles, mass transit, pedestrian, bicycle and other transportation modes operating in a unified and complementary manner that increases mobility and regional connectivity.

Community Outcomes

1. Improve citizen’s important-satisfaction rating for **‘overall maintenance of city streets and sidewalks’** from .2596
2. Improve Citizen’s important-satisfaction rating for **‘maintenance of neighborhood streets’** from .1277
3. Improve Citizen’s important-satisfaction rating for **‘overall management of traffic flow on city streets’** from .2549
4. Increase Bike/Pedestrian paths by at least ½ miles per year
5. Maintain and/or increase State/Federal funding levels in support of transportation improvements
6. Convert WAVE from a ‘dependency rider’ model to a ‘choice rider’ model

Strategies

1. Create and follow a strategic transportation financial plan to include multiple partners (Outcome link: 1, 2, 3, 4, 5)

Action steps:

- Begin process to identify partnerships to formulate innovative transportation methods
- Develop a local and regional task force to aid in the development of a transportation plan
- Review and use adopted plans in developing a financial plan (ex. *Greenway Plan, MPO*)
- Acquaint federal and state legislators of our needs by meeting one on one with them and / or their staff monthly during the legislative sessions
- Actively participate in regional MPO
- Routinely evaluate overall street condition using the street conditioning analysis

2. Proactively seek local and regional partners for smart development initiatives (Outcome link: 2, 3, 4)

Action steps:

- Work with NHCO towards a common understanding of effective mixed use development and implement through respective code changes
- Work through CFPUA to encourage smart growth
- Implement limited street cut programs with partners
- Seek partners to aid in the rail realignment project

3. Develop and market public educational materials to improve traffic perceptions and ultimately behavior while driving around the city (Outcome link: 3)

Action steps:

- Use active enforcement of crosswalks w/temporary crossing guards
- Employ commercials, billboards and print ads promoting safe bike, walk drive rules
- Employ GTV8, the web and social media to convey safe driver behaviors
- Provide funding to support transportation demand management strategies

4. Enable and promote alternative modes of transportation (i.e. WAVE, carpooling, mass transit, bike sharing) (Outcome link: 3, 4, 6)

Action steps:

- Complete a feasibility study for rail realignment and trolley service development during FY17
- Improve the efficiencies of the transit system by continuing to fund WAVE transit and encouraging other local jurisdictions to participate in building capacity and service area
- Fund city share of transportation demand manager
- Create special incentives to employees for participation in ride sharing strategies
- Participate in operations review of the WAVE Transit

5. Increase attention to intergovernmental affairs to include relations, advocacy and education (Outcome Link: 5)

Action Steps:

- Increase attention to state and federal legislative action regarding transportation funding (e.g. Powell Bill Appropriations)
- Seek additional state and federal transportation funding

FOCUS AREA: FOSTER A PROSPEROUS, THRIVING ECONOMY

The City will promote opportunity and prosperity by fostering sustainable, regionally coordinated economic growth and development strategies for creating jobs, building a strong workforce, facilitating commerce and business vitality.

Community Outcomes

1. Decrease Vacancy Rates (VE)
2. Economic development partners will maintain required benchmarks
3. 2% increase in higher paying job wages in targeted industries (Garner Report/Chambers Scorecard)
4. Strategic increases in the city's tax base
5. Increase in redevelopment as measured in redevelopment projects—target no less than 3 projects per year
6. Reduce single occupancy driven miles to work measured in TDM initiatives—no less than 2 initiatives per year
7. Complete the new Land Development Code—75% complete by the end of 2017-18 with 100% by 2018-19
8. Citizen survey results related to economic development will be the same or better than the prior year's results

Strategies

1. Leverage existing assets to support a diverse economy (i.e. Innovate NC, Garner Report, etc.)
(Outcome Link: 2, 3, 4, 8)

Action steps:

- Pursue partnering projects in the tri-county
- Leverage transportation bond for economic development
- Revise and adopt new business incentive policy
- Find ways to work with federal dollars to increase % used

2. Pursue partnerships for Economic Development (Outcome link: 1, 2, 3, 4, 8)

Action steps:

- Leverage non-profits such as WBD, WDI, Film, UNCW and TDA⁴¹
- Advocate with TDA for tourism strategies that extend beyond summer and attract more tourists
- Keep Federal and State officials advised of development opportunities
- Continuing supporting 'Choose Cape Fear' marketing campaign to foster regional economic development and communicate the opportunities available in Southeastern North Carolina

3. Encourage smart economic development (Outcome link: 3, 4, 5, 6, 7)

Action steps:

- Develop codes that promote accessory housing
- Market to citizens and developers benefits of placemaking; facilitate development projects that embody placemaking elements
- Consult with the development community and citizens during the drafting of the new land development code to provide clarity, gather stakeholder input and promote more timely issuance of the permitting process
- As development returns to a normal or an above normal volume of projects, provide adequate staffing to maintain an expedited pace of development review
- Facilitate adaptive reuse and redevelopment projects to put underperforming properties back on the market and added to the tax base of the City and NHC

4. Work with regional partners to create a regional advisory board to enhance economic development (Outcome link: 1, 2, 3, 4, 8)

Action steps:

- Agendas and discussion should include smart development in all counties
- Evaluate regional process as reported annually by the Wilmington Chamber of Commerce – Regional Economic Scorecard, WBD, TDA, WBI
- Participate in regional discussion around “smart” development

⁴¹ Acronyms equals the following: WBD (Wilmington Business Development), WDI (Wilmington Downtown Inc.), Film (Wilmington Film Commission), UNCW (University of North Carolina at Wilmington), and TDA (Tourist Development Authority)

FOCUS AREA: PROMOTE CULTURE, ARTS AND PUBLIC SPACES

The City will provide unique, creative open space, parks and community facilities integrated with arts and cultural activities for all.

Community Outcomes

1. All new developments in the city limits will have average open space of no less than 10% of total project acreage
2. The Northern Waterfront Park will have no less than 1 major public event per month over the course of any given year
3. Designs for the Northern Waterfront Park will be 100% complete by FY17-18
4. The design of the Northern Waterfront Park will allow for multiple events going on at one time
5. The Northern Waterfront area of downtown will average no less than 5 acres of enhanced development completed annually over the next 3 years
6. The City's brownfields program shall facilitate no less than one development project annually.
7. Increase citizen's awareness of role and effectiveness of the Arts Council
8. Increased \$ value of economic impact of film industry
9. Increased youth participation in city sponsored outreach programs (FY16 = 508)
10. Increased athletic events run by the city (FY16 = 12 programs⁴²)

Strategies

1. Transform environmental constraints into amenities (Outcome link: 1, 6)

Action steps:

- Employ replacement of Land Development Code as opportunity to capitalize on wetlands and low lying areas as passive, natural open space amenities
- Employ stream corridors and buffer areas for recreation and non-vehicular mobility
- Investigate opportunities to allow for the use old railway beds for public spaces
- Promote the reuse of Brownfield properties through proactive initiatives

2. Promote Northern Waterfront Park to be a large public gathering place with activities for all (Outcome link: 2, 3, 4, 5)

Action steps:

- Adopt a master plan for the northern end of downtown as part of the Heart of Wilmington Plan
- Design the park to accommodate a diversity of events year round
- Partner with UNCW with regard to the increased # of international students and plan events accordingly

⁴² Twelve programs referenced includes collaborative programs. City runs 7 programs and 6 more collaboratively with city partners.

- Adopt a master plan specifically for the Northern Waterfront Park by the end of FY 16-17
- Develop funding scheme for improvements including private contributions

3. Engage in civic partnerships to bring arts and cultural events to public spaces (Outcome link: 7)

Action steps:

- Develop a Sister City strategic plan
- Participate and develop a Strategic Plan for the Arts Council and related groups
- Provide 3 years of support to the Arts Council's efforts to conduct an Economic Impact study
- Promote the viability of the Arts Council by working in tandem with the Council to develop funding marketing and educational opportunities

4. Promote film industry by continuing to value the necessity of incentives and capitalization (Outcome link: 8)

Action steps:

- Continue support for the film industry on the City's legislative agenda
- Communicate the positive economic impact of the film industry to the public

5. Continue to promote the use of the city's public spaces (Outcome link: 1, 2, 4, 8, 9, 10)

Action steps:

- Continue support and growth of athletic events that positively impact the community
- Market city programs to youth
- Use social media as a method to promote activities available in the city's public spaces
- Communicate the positive impact of the quality of life that diverse public spaces generate

6. Increase the creative class base in Wilmington (outcome link: 2, 7)

Action steps:

- Support Science Technology Engineering and Math (STEM) education curriculums in schools
- Promote assets of area to attract creative talents
- Support the generation of entrepreneurial ideas thru public/private partnerships

FOCUS AREA: ENGAGE IN CIVIC PARTNERSHIP

The City will build and improve partnerships, collaborations and relationships with all stakeholders, including our citizens and public and private organizations.

Community Outcomes

1. Increase citizen satisfaction rating with the level of public involvement in decision-making (FY15 = 29%)
2. Increase citizen's satisfaction with the quality of city recreation programs/classes (FY15 = 45%)
3. Increase # of civic presentations about the city's priorities
4. Increase # of social organizations that support and help solve the city's social challenges
5. Reduce city crime rate year over year
6. Increase in Community Youth intervention and prevention activities
7. Reduce the number of citizen's who feel less safe in their residential community

Strategies

1. Leverage the existing process of civic partnerships to maximize the utilization of existing public sector resources (Outcome link: 2, 3, 4, 5, 6, 7)

Action steps:

- Increase resources going to organizations that address youth violence reduction programs
- Encourage civic partners to collaborate on affordable housing/workforce housing and other city priorities
- Review the city's civic partnership's annual performance requirements to ensure relevancy towards city priorities
- Target partnerships with citizens and/or citizen groups who feel less safe in their communities in order to work with them to create a safe place
- Market and support active lifestyle programs
- Market and support athletic and recreation programs

2. Promote both City and citizen engagement in the community (Outcome link: 1, 3)

Action steps:

- Leverage existing tools and resources that will enable the public to contribute opinions and ideas more readily
- Create opportunities to work jointly with individuals, non-profits, academic and other groups to address the needs of the community
- Use social media to engage citizens' feedback on priority issues
- Encourage employees to volunteer with non-profits to address the needs of the community

FOCUS AREA: PROVIDE SUSTAINABILITY AND ADAPTABILITY

The City will protect and preserve our natural resources with quality design for the built environment. The City will make strategic decisions focused on the long-term financial, physical and social health of the entire City to enhance our ability to respond to changing economic and demographic conditions. Our actions will be based on a shared commitment to inclusiveness, equity and continuous improvement.

Community Outcomes

1. City's utility consumption will reduce by 2% annually (per heated sq foot of city-owned buildings)
2. Maintain current bond rating annually
3. Maintain or increase citizen satisfaction ratings for City taxes and fees (FY15 = 32%); quality of services provided by the City (FY15 = 64%) and availability of affordable housing (FY15 = 31%)
4. Maintain an undesignated fund balance of each year at targeted levels
5. 90% of CIPs will follow draft environmental performance standards including the potential to integrate renewable energy
6. Revenues at least equal to budgets
7. Increase # of new revenue sources made available
8. The Comprehensive Plan will be used in 100% of all land use decisions brought before the Planning Commission and City Council
9. Upon adoption of the new land development code, sustainable, form based development shall represent no less than 1/4 of all development projects in the 1945 corporate limits annually

Strategies

1. Invest in the development of human capital to meet organizational goals (Outcome link: 3)

Action steps:

- Develop operational staffing plans to reflect services and infrastructure growth
- Develop internal service staffing plan to respond to the increased capital and resource growth and demand for service
- Promote a culture of life-long learning through avenues such as career development, succession planning or the city's performance process
- Develop leaders who promote a culture of camaraderie
- Promote employee and community engagement in improving our service delivery

2. Promote uses of alternative energy and reduction in resource consumption (Outcome link: 1, 2, 5)

Action steps:

- Develop policy on new construction following the draft environmental performance standards
- Require capital projects to include total cost of ownership projections
- Develop policy on personal appliances in city owned buildings/offices
- Assess new and existing buildings for potential energy innovations
- Evaluate electric and natural gas for the city's fleet

3. Diversify the city's sources of funding (Outcome link: 2, 3, 6, 7)

Action steps:

- Pursue legislative strategies to charge new fees thus augmenting fees in lieu of taxes
- Maximize dollars by leveraging grant opportunities
- Align revenue with the cost of doing business for certain services

4. Implement the Comprehensive Plan and create a new development code (Outcome link: 8, 9)

Action steps:

- Conduct the rail feasibility study with a focus on the benefits of a rail realignment and potential trolley system
- Develop local and regional partnerships, as well as private sector participation, to aid in the rail initiative
- Develop new LDC employing form-based development principles where appropriate
- Prepare and employ alternative transportation map for in land use decisions
- Continue to link higher density development with higher density facilities
- Promote walkability to public facilities (especially parks and schools)

5. Cultivate stewardship of the taxpayer's money at all levels (Outcome link: 2, 3, 4, 6, 7)

Action steps:

- Develop life cycle costing policies and steps for users to take
- Continue to secure low interest bonds
- Deliver value for money through innovation and continuous improvement of processes
- Review both service standards and levels to ensure they are meeting citizen expectations

6. Partner with developers and non-profits on ways to tackle the challenges to create more affordable housing (Outcome Link: 3)

Action steps:

- Facilitate the effective policy and recommendation setting capacity of the Mayor's Taskforce on affordable housing
- Seek incentives and greater flexibility in the Land Development Code to promote affordable housing
- Consider providing infrastructure improvements as the city's contribution to creating affordable housing

7. Foster a culture of transparent government (Outcome link: 3)

Action steps:

- Adopt policies, practices and procedures that allow citizens to have access to understandable, accurate data and information about the city's operations and decision making
- Review current methods or establish new methods to enable citizens to find information, complete transactions and provide input via the city's web-site
- Disclose information rapidly in forms that the public can easily find and use

REVENUE SUMMARY

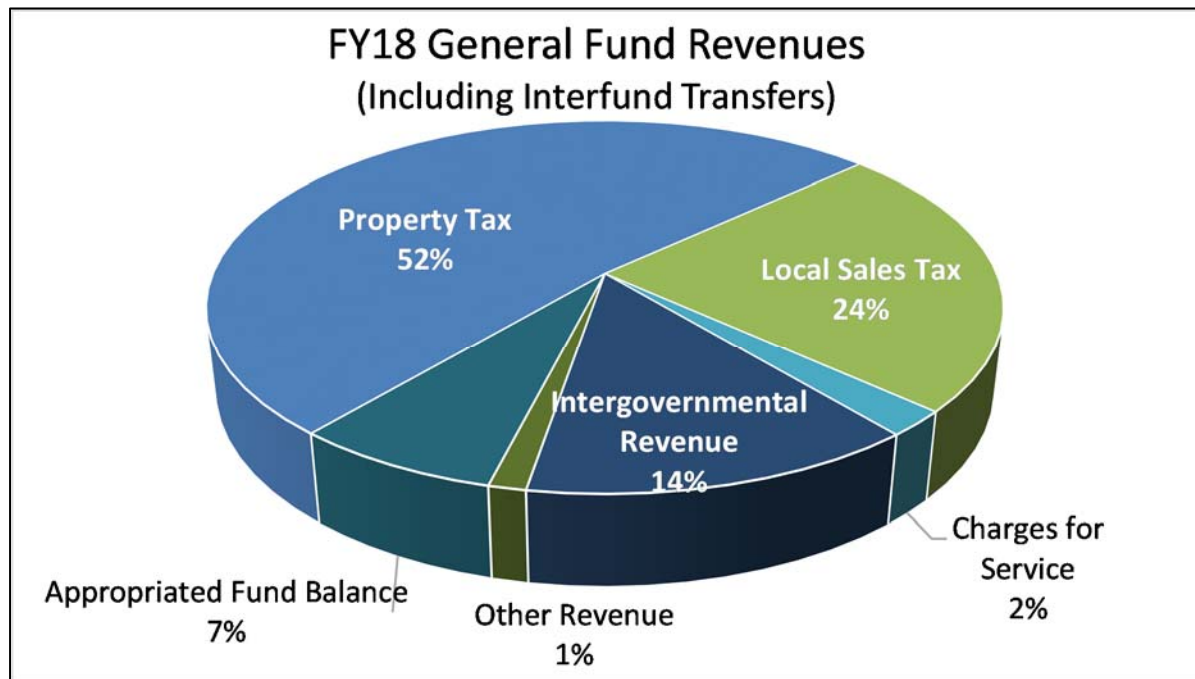
	FY16 Actual	FY17 Adopted	FY18 Adopted	Change FY17 to FY18
Revenue				
Operating Funds				
010 General Fund	\$ 99,648,858	\$ 104,921,057	\$ 110,704,372	5.5%
050 Stormwater Management Fund	\$ 10,045,864	\$ 10,300,221	\$ 15,396,885	49.5%
056 Solid Waste Management Fund	\$ 9,175,777	\$ 9,354,080	\$ 9,274,623	-0.8%
Operating Funds Total	\$ 118,870,498	\$ 124,575,358	\$ 135,375,880	8.6%
Program Funds				
021 Special Purpose Fund	\$ 7,108,675	\$ 8,073,640	\$ 7,698,933	-4.6%
022 Convention Center Operating Fund	\$ 60,258,735	\$ 8,959,761	\$ 8,105,206	-9.5%
023 CDBG Fund	\$ 1,027,137	\$ 891,498	\$ 887,269	-0.5%
024 CDBG/HOME Grant and Loan Fund	\$ 639,815	\$ 752,892	\$ 804,103	6.8%
025 HOME Partnership Fund	\$ 251,062	\$ 587,147	\$ 634,147	8.0%
055 Parking Facilities Fund	\$ 3,971,857	\$ 4,267,290	\$ 3,883,179	-9.0%
057 Golf Course Fund	\$ 1,275,163	\$ 1,426,435	\$ 1,447,351	1.5%
061 Fleet Maintenance & Replacement Fund	\$ 5,988,508	\$ 7,054,715	\$ 7,509,883	6.5%
065 Technology Replacement Fund	\$ 973,585	\$ 1,236,040	\$ 1,385,005	12.1%
Program Funds Total	\$ 81,494,537	\$ 33,249,418	\$ 32,355,076	-2.7%
Debt Service Funds				
015 Debt Service Fund	\$ 29,264,788	\$ 20,784,520	\$ 23,670,275	13.9%
Debt Service Funds Total	\$ 29,264,788	\$ 20,784,520	\$ 23,670,275	13.9%
Capital Project Funds (Not of Debt)				
031 CP - Streets and Sidewalks	\$ 9,398,100	\$ 7,046,453	\$ 2,190,251	-70.0%
032 CP- Stormwater/Drainage	\$ 1,503,599	\$ 3,311,879	\$ 3,319,500	0.2%
033 CP- Parks and Recreation	\$ 709,493	\$ 2,956,800	\$ 37,407,524	1491.2%
034 CP- Public Facilities	\$ 641,646	\$ 704,552	\$ 18,898,019	1213.9%
035 CP- Parking Facilities	\$ -	\$ 840,000	\$ 2,868,334	241.5%
036 CP- Golf Course Fund	\$ -	\$ -	\$ 1,000,000	100.0%
039 CP- Public Improvement	\$ 179,062	\$ 1,755,104	\$ -	-100.0%
Capital Project Funds (Not of Debt) Total	\$ 12,431,900	\$ 16,614,788	\$ 65,683,628	294.9%
Total All Fund	\$ 242,061,723	\$ 195,224,084	\$ 257,084,859	31.7%
Less Interfund Transfers	\$ (20,769,018)	\$ (26,441,838)	\$ (39,600,378)	49.8%
Net Operating & Capital	\$ 221,292,705	\$ 168,782,246	\$ 217,484,481	31.6%

REVENUE ESTIMATES

The revenue estimates for the FY18 budget have been made in accordance with the City’s Financial Management Policies. These estimates include only those reasonably expected to be realized during the fiscal year to meet all operating, debt and capital needs in line with the “no deficiency” budget requirements imposed by State Statute. Only significant revenue sources for all funds are listed below.

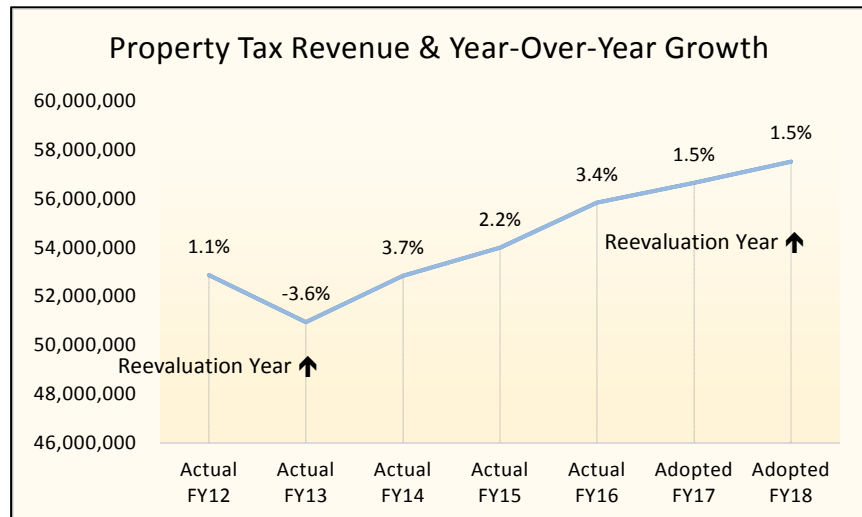
GENERAL FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Property Tax	\$ 55,836,584	\$ 56,649,564	\$ 56,649,564	\$ 57,522,173	1.5%
Local Sales Tax	\$ 23,289,181	\$ 23,142,173	\$ 24,084,173	\$ 26,270,637	13.5%
Licenses, Fees & Permits	\$ 739,925	\$ 650,208	\$ 650,208	\$ 625,000	-3.9%
Charges for Current Services	\$ 2,588,490	\$ 2,396,604	\$ 2,492,093	\$ 2,448,238	2.2%
Intergovernmental Revenues	\$ 14,912,925	\$ 14,709,679	\$ 15,409,679	\$ 15,071,951	2.5%
Fines & Forfeitures	\$ 208,172	\$ 160,700	\$ 160,700	\$ 165,000	2.7%
Interest Earnings	\$ 192,457	\$ 204,358	\$ 204,358	\$ 252,620	23.6%
Other Revenue	\$ 1,881,124	\$ 1,263,428	\$ 1,304,600	\$ 388,553	-69.2%
Appropriated Fund Balance		\$ 5,744,343	\$ 10,911,178	\$ 7,960,200	38.6%
Revenue Total	\$ 99,648,858	\$ 104,921,057	\$ 111,866,553	\$ 110,704,372	5.5%



Property Taxes

Property Taxes are the largest revenue source for the General Fund at approximately 51% representing \$57.5 million. The amount represented here includes current and prior year tax as well as penalties and interest. The property tax rate will be \$0.4834 per \$100 assessed valuation. The value of one penny of the tax rate is equivalent to approximately \$1,467,002 based on a 98.8% collection rate for Property and a 100% collection rate for Motor Vehicles. Of the \$0.4834, \$0.0947 is dedicated to the Debt Service Fund to support capital projects related to the 1st 80/20 Debt Service CIP, the voter approved transportation bond, the voter approved Parks Bond, the Water Street Deck Collaboration and the 1st year of the 2nd 80/20 Debt Service CIP.



The City’s tax base for FY18 is estimated at \$14,836,952,148. The City’s real property is expected to total approximately \$12,983,452,148. Motor Vehicle property is projected to be approximately \$926,000,000. Overall values increased about \$1.18 billion from the FY17 assessed of \$13,656,573,000 or 8.64%.

Local Sales Tax

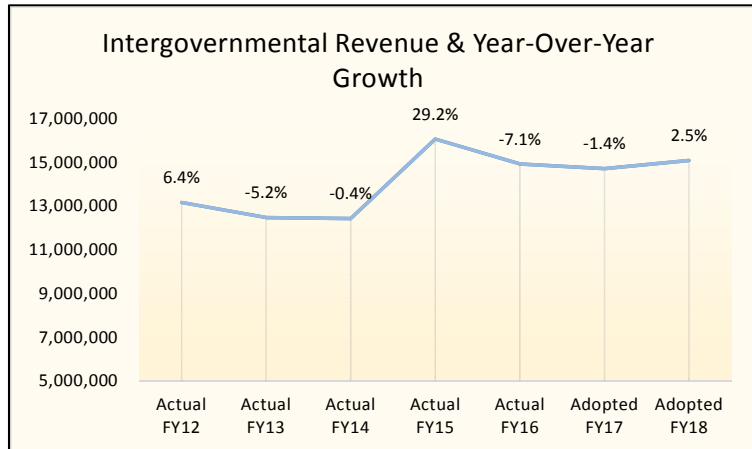
Local sales tax revenues for FY18 are estimated at \$26,270,637 reflecting a 13.5% increase over FY17 adopted levels and a 12.8% increase over the FY16 actuals. Sales Tax represents 23.7% of the total General Fund revenues. Of the total amount, \$12.4 million comes from the locally collected and distributed one-cent levy. The balance of the revenue, approximately \$13.5 million, comes from the statewide collected 1.5 cent levy. Both levies are distributed among New Hanover County’s local governments based on the property tax levy.

Licenses, Fees, and Permits

This revenue category includes the anticipated revenues for such items as motor vehicle licenses and annual fire permit fees, and reflects a decrease of 3.9% from FY17 adopted levels which is due to adjusting the revenue for motor vehicle licenses from \$25,000 to \$0. The past two years the revenue has only realized a maximum of \$3,000. The change is to reflect this trend. This category of revenue makes up less than 1% of the General Fund revenues totaling \$625,000.

Intergovernmental Revenues

The third largest revenue stream category is Intergovernmental Revenues. The FY16 Adopted Budget saw a \$2.3 million reduction in tax revenue by the NC General Assembly related to businesses through the elimination of the local business privilege license fees. Signs are slowly indicating that the mid-FY14 intergovernmental revenue tax base expansion may be a revenue stream aiding the City in that loss. The City saw



a \$2.5 million increase specifically in the utility franchise tax from the FY15’s actuals of \$4.6 million to the FY16’s actuals of \$7.1 million in that revenue stream alone. FY18’s Utility Franchise tax budget is projecting a conventional 3% increase over FY16’s actuals due to the revenue stream stabilizing after the base expansion. Utility Franchise Tax is weather dependent, if normal weather patterns persist, this revenue stream is expected to bring in at least \$7.3 million in FY18.

There are a few revenue streams in the Intergovernmental category with special notable circumstances related to customer behavior. The telecommunications sales tax distributions are declining due to customers abandoning landline telephone service and going solely to mobile devices. For this reason, the FY18 budget is \$900,000 or 17% less than FY16 actuals and 14% less than the FY17 adopted budget. This similar reduction is also seen in the video programming tax where the decline is attributable to customers exchanging cable TV with streaming services instead. The adopted FY18 revenue is 5% less than the adopted FY17. With these changes netted with the increase and stabilization of the utility franchise tax, the intergovernmental revenues are a modest 2.5% above FY17’s adopted rate contributing \$15 million to the city’s overall budget.

Charges for Current Services

Charges for current services represent approximately 2.2% of total anticipated General Fund revenues for FY18. Charges for current services are classified in five sub-categories: general government services, public safety, public services, recreation programs, and miscellaneous charges. For the FY18 budget, these revenues total \$2,448,238 which represents almost a 2.2% increase over FY17’s adopted budget and a slightly more than a 5.4% reduction from the FY16’s actuals.

Other Revenue, Interest and Fines and Forfeitures

Other revenue includes miscellaneous revenue sources in the amount of \$806,173. The FY18 budget represents a 50% decrease from the FY17’s adopted budget and a decrease of 65% from the FY16’s actuals. This is due payment from Debt Service fund totaling \$874,875 for Other Post-Employment Benefits (OPEB) in FY17 which was the last required payment.

Fines and Forfeitures include civil citations and fire code violations. The budget reflects the City’s historical experience in collection of civil citations.

Appropriated Fund Balance

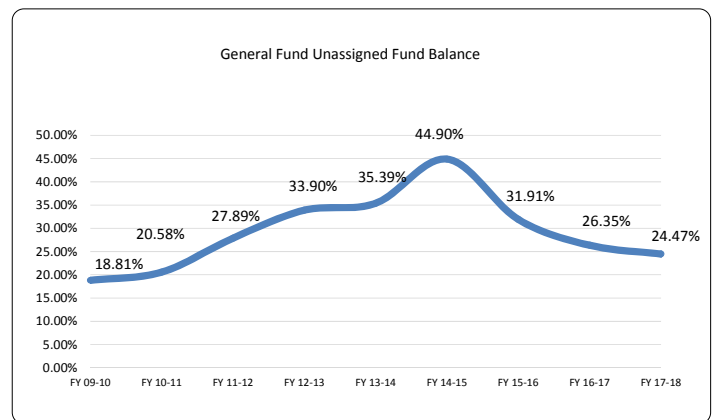
Use of appropriated fund balance in the amount of \$7,960,200 is included in the budget for three projects in the Capital Improvement Plan (CIP). Those projects include:

- Replacement of 800 MHz Radios totals \$2,710,200
- Replacement of Core Financial System totals \$4,500,000
- Contingency for Police and Fire Training Facility totals \$750,000

General Fund Unassigned fund balance as of June 30, 2018 is anticipated to be approximately 24.47% of FY18 budgeted expenditures or \$27,094,245 million.

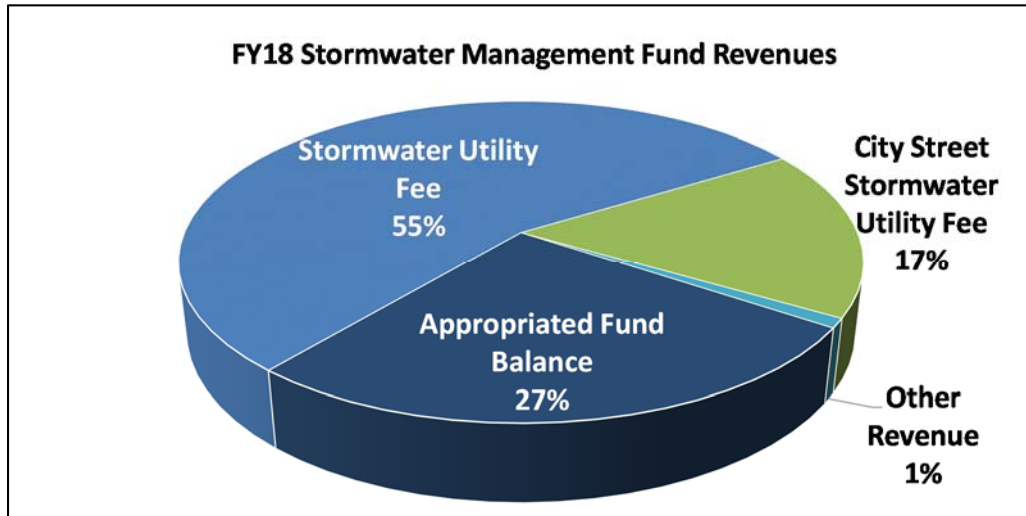
General Fund Unassigned Fund Balance

Fund balance is the accumulated excess of revenues and other financing sources over expenditures and other financing uses for governmental functions. **Unassigned** fund balance is the residual classification for the government’s General Fund based on GASB (Governmental Accounting Standards Board) Statement #54 and includes all spendable amounts not contained in other classifications.



STORMWATER MANAGEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Stormwater Utility Fee	\$ 7,678,124	\$ 7,730,986	\$ 7,730,986	\$ 8,487,789	9.8%
City Street Stormwater Utility	\$ 2,249,917	\$ 2,441,004	\$ 2,441,004	\$ 2,649,015	8.5%
Stormwater Discharge Permit	\$ 50,550	\$ 47,000	\$ 47,000	\$ 47,000	0.0%
NCDOT Street Sweeping/Mainl	\$ 29,500	\$ 37,000	\$ 37,000	\$ 37,000	0.0%
Interest on Investments	\$ 36,275	\$ 44,231	\$ 44,231	\$ 61,758	39.6%
Fines & Forfeitures	\$ 250	\$ -	\$ -	\$ -	0.0%
Sale of Assets/Other Revenue	\$ 1,248	\$ -	\$ -	\$ -	0.0%
Appropriated Fund Balance	\$ -	\$ -	\$ 177,168	\$ 4,114,323	100.0%
Revenue Total	\$ 10,045,864	\$ 10,300,221	\$ 10,477,389	\$ 15,396,885	49.5%



Stormwater Utility Fees

The Stormwater Utility Fees for FY18 represents a 9.8% increase over FY17 adopted budget. This increase includes a 5.9% incremental increase in the Stormwater utility rate in accordance with the rate model. This is the last year of the particular rate model with the out years expected to be 1%.

The General Fund pays the Stormwater Fund for City streets, which for FY18 represents \$2,649,015. This amount is derived by the ERU calculation for impervious surface, a 2.5% annual increase as required by bond covenant, plus any rate increases imposed.

Other Revenue and Interest on Investments

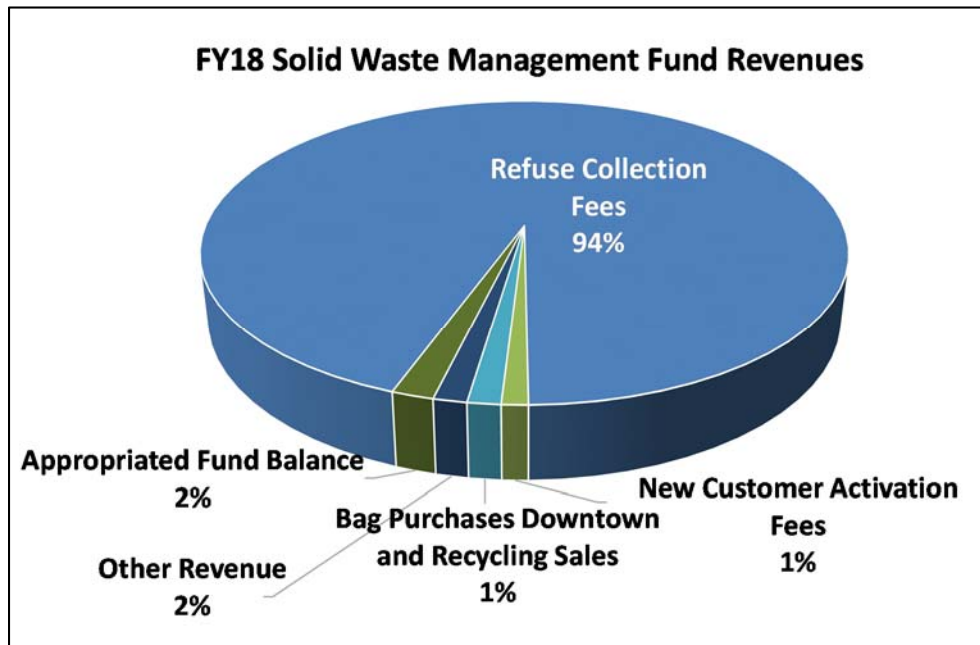
The State of North Carolina pays \$37,000 to the City for street sweeping and drainage maintenance on State- maintained streets. Funds are also collected from some new developments where on-site retention is not feasible, and a payment is made in lieu of constructing such facilities. These funds are dedicated to capital improvements of the City’s Stormwater management system. Other revenue also includes interest on investments (\$61,758) and permits for Stormwater discharge (\$47,000).

Appropriated Fund Balance

The unassigned fund balance in the Stormwater Fund as of June 30, 2018 is expected to be \$6,042,193 or 39.24% of FY18 projected expenditures. The Stormwater Management fund appropriated \$4,114,323 fund balance in FY18.

SOLID WASTE MANAGEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Refuse Collection Fees	\$ 8,744,024	\$ 8,724,954	\$ 8,724,954	\$ 8,744,024	0.2%
New Customer Activation Fees	\$ 95,575	\$ 115,000	\$ 115,000	\$ 103,291	-10.2%
Bag Purchases Downtown	\$ 97,109	\$ 84,200	\$ 84,200	\$ 98,915	17.5%
Recycling Sales	\$ 30,007	\$ 28,670	\$ 28,670	\$ 31,327	9.3%
Intergovernmental Revenues	\$ 74,562	\$ 58,972	\$ 58,972	\$ 70,558	19.6%
Interest on Investments	\$ 14,235	\$ 7,600	\$ 7,600	\$ 26,147	244.0%
Miscellaneous	\$ 91,460	\$ 5,000	\$ 5,000	\$ 5,000	0.0%
Other Revenue and Interest Earnings	\$ 28,806	\$ -	\$ -	\$ -	0.0%
Transfer From General Fund	\$ -	\$ 29,866	\$ 29,866	\$ 29,866	0.0%
Appropriated Fund Balance	\$ -	\$ 299,818	\$ 299,818	\$ 165,495	-44.8%
Revenue Total	\$ 9,175,777	\$ 9,354,080	\$ 9,354,080	\$ 9,274,623	-0.8%



Refuse Collection Fees

Solid Waste Fund revenues are earned primarily from monthly fees charged to solid waste customers based on the chosen level of service. The selected number and size of the refuse containers and the frequency of collection determine monthly fees. The monthly rates include refuse, recycling, and yard waste collection as well as bulky item collection on an “on-call” basis. The FY18 budget reflects a slight increase (0.2%) over FY17’s budgeted amount.

Customer Account Activation Fees

Effective July 1, 2015, an activation fee of \$25 was adopted that is specifically for all new customer accounts. It is anticipated to generate approximately \$103,291 this fiscal year.

Intergovernmental Revenues

On February 16, 2009 eligible local governments received their first quarterly distribution from the \$2.00 per ton State disposal tax implemented on July 1, 2008. This distribution may only be used for solid waste related programs and services. The estimated amount of receipts totaling \$70,558 for FY18 has increased by 19.6% as compared with the FY17 budget amount.

Recycling Sales and Fees

The revenue from the sale of metals and aluminum cans was budgeted at \$31,327 for FY18 which is a 9.3% increase over the adopted FY17 amount of \$28,670.

Interest on Investments

Interest from investments for FY18 is expected to increase from FY17 budgeted levels from \$7,600 to \$26,147.

Bag Purchases Downtown

Approximately \$98,915 is expected to be generated from the sale of bags for the special bag program in the downtown business district at the end of FY18. This amount is more than the FY17 budgeted amount by 17.5%.

Transfer from General Fund

New in FY17 was a \$29,866 transfer from the General Fund to aid in a cross departmental effort with the Wilmington Police Department to clean up City right of ways and illegal dumpsites. This amount will continue in the FY18 budget.

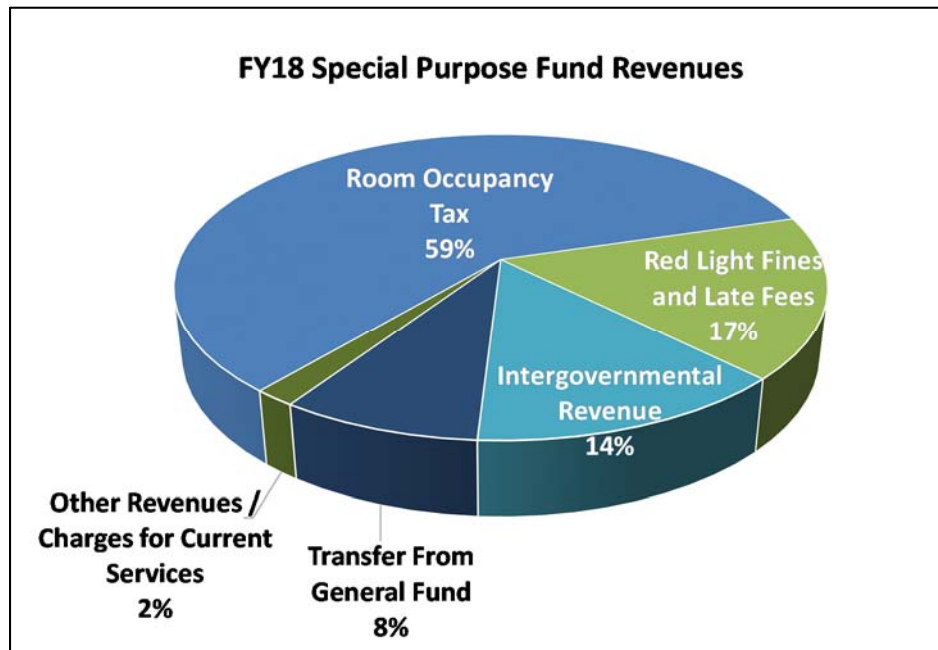
Appropriated Fund Balance

Unassigned fund balance for the Solid Waste Fund as of June 30, 2018 is anticipated to be approximately \$2,906,616 million or 31.34% of FY18 budgeted expenditures. An appropriation of fund balance is required in the amount of \$165,495 for FY18.

PROGRAM FUNDS

SPECIAL PURPOSE FUND

	FY17 Adopted	FY18 Adopted	Change FY17 to FY18
Revenue			
Room Occupancy Tax	\$ 5,131,886	\$ 4,559,641	-11%
Red Light Fines and Late Fees	\$ 1,297,280	\$ 1,320,309	2%
Intergovernmental Revenue	\$ 952,037	\$ 1,036,352	9%
Fed Forfeiture	\$ 115,744	\$ 115,744	0%
Charges for Services	\$ 23,680	\$ 17,085	-28%
Interest on Investments	\$ 857	\$ 1,369	60%
Other Revenue	\$ 1,800	\$ 2,325	29%
Transfer From General Fund	\$ 550,356	\$ 646,108	17%
Transfers	\$ -	\$ -	0%
Interest Earnings	\$ -	\$ -	0%
Miscellaneous	\$ -	\$ -	0%
Revenue Total	\$ 8,073,640	\$ 7,698,933	-5%



Room Occupancy Tax

Room Occupancy Tax revenues are recorded in the Special Purpose Fund. The appropriation for FY18 reflects the portion that is needed to cover the operating expenditures for the Convention Center Operations Fund totaling \$4,559,641.

Intergovernmental Revenues

Total budgeted intergovernmental revenue for FY18 totals \$1,036,352. This budgeted revenue includes \$220,566 from New Hanover County for their contribution to the continued operating expenses associated with the Safelight program and contributions from the Town of Leland, Pender County, and New Hanover County for the S.A.B.L.E. program in the amount of \$39,800. Federal Forfeiture funds in the amount of \$115,744 are also budgeted to support S.A.B.L.E. State and Federal Contributions for the Wilmington Metropolitan Planning Organization and relative local matches from multiple member jurisdictions for the Metropolitan Planning Administration project in the amount of \$775,986 are also included.

Red Light Camera Fines and Late Fees

Fine and late fee revenues for the Safelight program is estimated at \$1,320,309 for FY18, representing 2% increase over FY17 budgeted amount.

Interest on Investments

The interest on investments revenue anticipated on the cash balances for the Safelight program is estimated at \$1,369 for FY18.

Other Revenue/Charges for Current Services

A total of \$17,085 was budgeted for anticipated program income for the Homeownership Services project (3EP100).

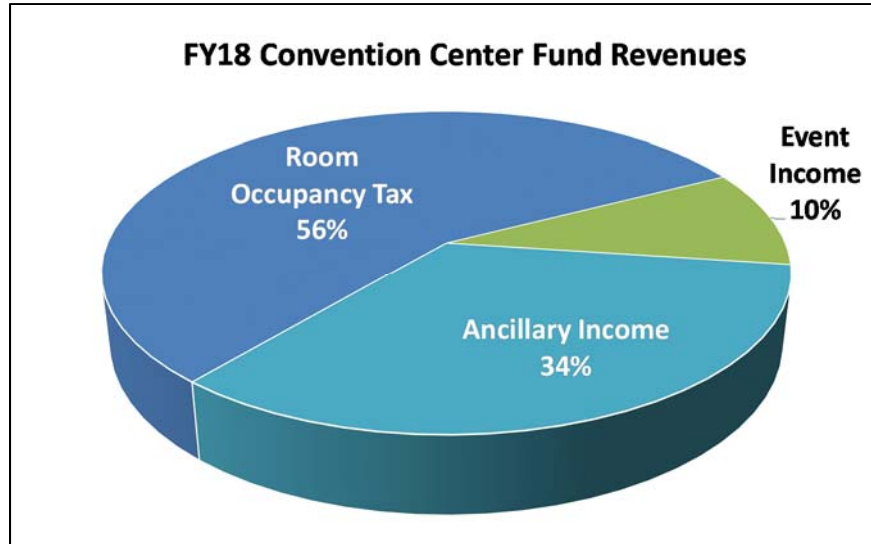
Transfer in From General Fund

A transfer totaling \$646,108 from the General Fund covers the City's contribution to the operation of the following Special Purpose Fund projects:

- Safelight, \$200,000
- S.A.B.L.E, \$167,526
- Annual Affordable Housing Summit, \$7,000
- Metropolitan Planning Administration, \$193,126

CONVENTION CENTER FUND⁴³

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Room Occupancy Tax	\$ 1,645,399	\$ 5,131,886	\$ 5,131,886	\$ 4,559,641	-11%
Event Income	\$ 974,437	\$ 1,124,293	\$ 1,260,393	\$ 793,356	-29%
Ancillary Income	\$ 57,638,899	\$ 2,703,582	\$ 2,929,882	\$ 2,752,209	2%
Revenue Total	\$ 60,258,735	\$ 8,959,761	\$ 9,322,161	\$ 8,105,206	-10%



Room Occupancy Tax

The Convention Center Operations Fund provides for the administration and management of the Convention Center, as well as the marketing and debt service. Room Occupancy Tax totaling \$4,559,641 covers the majority of the Convention Center expenditures at 56%. The Convention Center Fund is a cumulative project.

Event Income

Direct events revenue includes rental income and service income totaling \$793,356, a 29% decrease from FY17. The FY18 appropriated budget contributes to the Convention Center project, which is cumulative in nature.

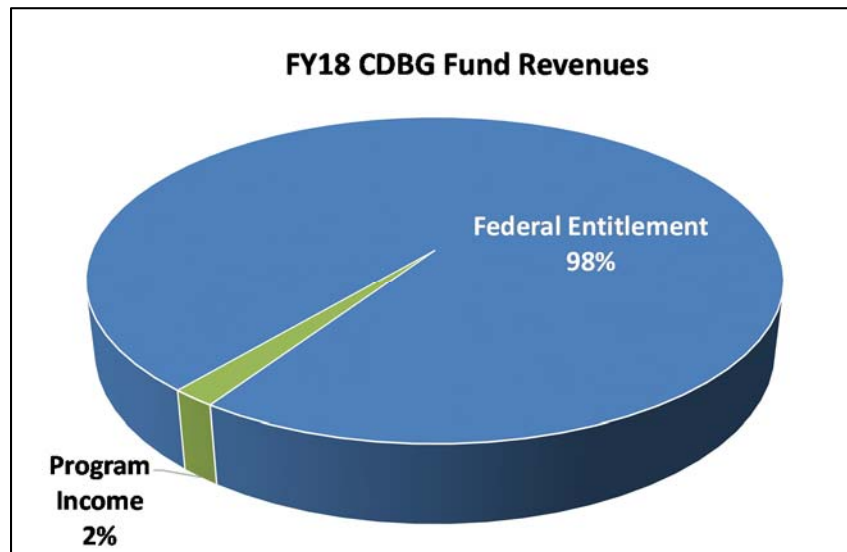
⁴³ The Convention Center Fund monies accumulate from year to year. Represented here is a combination of the current year budget request net of surplus and deficit in prior years.

Ancillary Income

Ancillary income includes concessions, parking, and catering billable expenditures. These make up approximately 34% of the total revenue and are anticipated at approximately \$2,752,209 for FY18.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG)

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Federal Entitlement	\$ 1,011,565	\$ 871,498	\$ 871,498	\$ 871,498	0%
Program Income	\$ 6,251	\$ 20,000	\$ 20,000	\$ 15,771	-21%
Transfers In	\$ 9,321	\$ -	\$ -	\$ -	0%
Revenue Total	\$ 1,027,137	\$ 891,498	\$ 891,498	\$ 887,269	0%



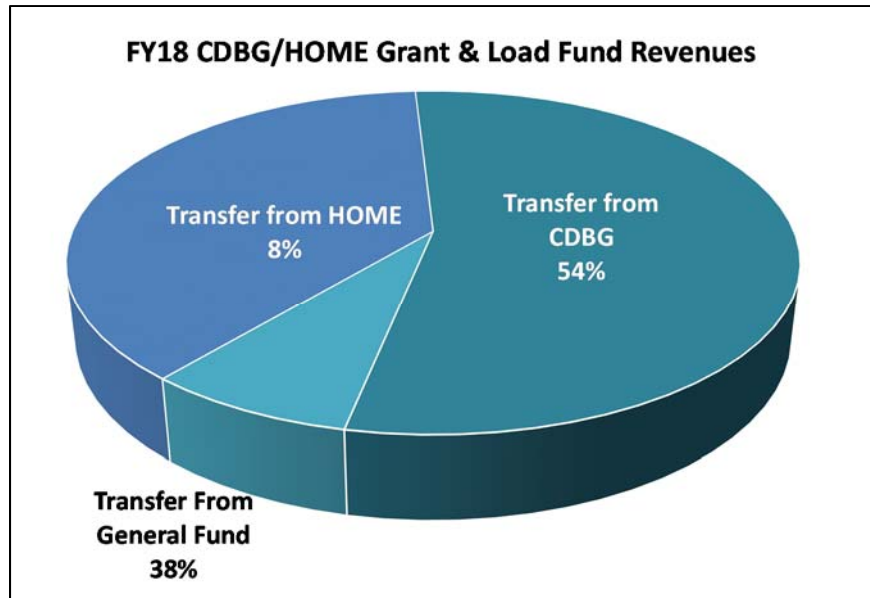
Federal Entitlement/Program Income

The City of Wilmington has been a Community Development Block Grant (CDBG) entitlement community since 1975. Funding comes to the City in the form of an annual block grant through the U.S. Department of Housing and Urban Development (HUD). The federal entitlement from HUD is estimated at \$871,498 for FY18. This represents no change from FY17 adopted levels. An additional amount of \$15,771 in estimated program income⁴⁴ is also appropriated for FY18.

⁴⁴ Program income includes monies collected for loan payments.

CDBG/HOME GRANT & LOAN FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Transfer From General Fund	\$ 184,096	\$ 207,077	\$ 198,719	\$ 305,234	47%
Transfer from CDBG	\$ 386,775	\$ 487,100	\$ 487,100	\$ 435,454	-11%
Transfer from HOME	\$ 68,944	\$ 58,715	\$ 67,073	\$ 63,415	8%
Revenue Total	\$ 639,815	\$ 752,892	\$ 752,892	\$ 804,103	7%



Transfer in From General Fund

The FY18 budget reflects the General Fund contribution to the CDBG/HOME Grant and Loan Fund activities within the City and represents a 47% increase from FY17 adopted.

Transfer in From Community Development Block Grant Fund

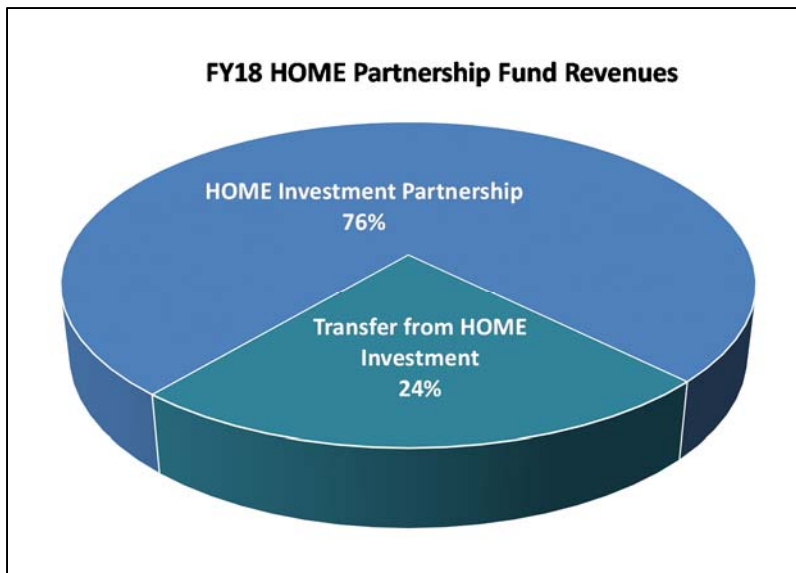
This transfer is the maximum allowable portion of the federal entitlement from HUD for CDBG program administration and planning, as well as housing delivery costs for community development activities and represents the largest component of revenue at 54%. The budgeted \$435,454 represents an 11% decrease over the FY17 amount.

Transfer in From HOME Investment Partnership Fund

This transfer totaling \$63,415 is the portion of HOME Investment Partnership entitlement funds associated with the program administration and planning activities.

HOME INVESTMENT PARTNERSHIP FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
HOME Investment Partnership	\$ 84,642	\$ 484,147	\$ 484,147	\$ 484,147	0%
HOME Program Income	\$ -	\$ 103,000	\$ 119,649	\$ -	-100%
Transfer from HOME Investment	\$ 166,420	\$ -	\$ 3,335	\$ 150,000	100%
Transfer from General	\$ -	\$ -	\$ 8,358	\$ -	0%
Transfer from HOP	\$ -	\$ -	\$ (27,600)	\$ -	0%
Revenue Total	\$ 251,062	\$ 587,147	\$ 587,889	\$ 634,147	8%

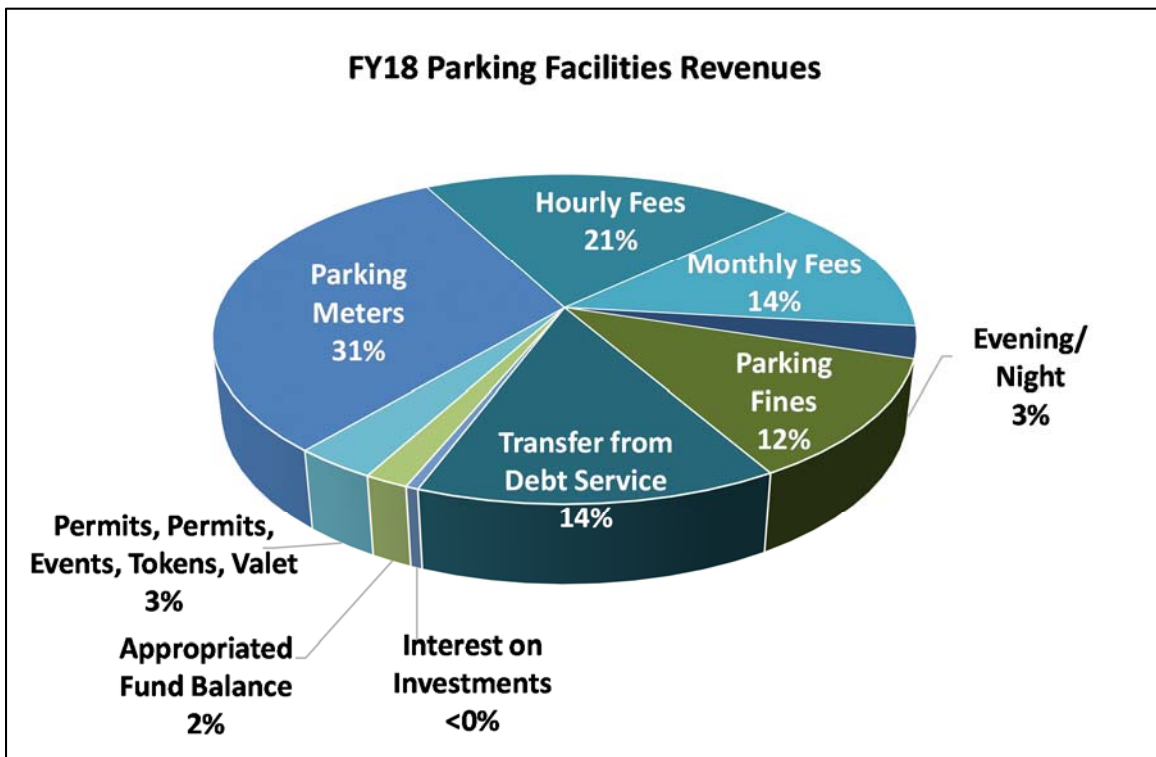


Federal Entitlement/Program Income

The federal entitlement from HUD for the FY18 HOME program is budgeted at \$484,147, no change from FY17 adopted. An amount of \$150,000 transferred from HOME investment is being appropriated to support the FY18 program.

PARKING FACILITIES FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Parking Meters	\$ 987,981	\$ 1,172,000	\$ 1,172,000	\$ 1,212,750	3%
Hourly Fees	\$ 951,159	\$ 806,500	\$ 806,500	\$ 800,811	-1%
Monthly Fees	\$ 688,379	\$ 580,540	\$ 580,540	\$ 537,190	-7%
Evening/Night	\$ 114,912	\$ 128,000	\$ 128,000	\$ 120,970	-5%
Parking Permits	\$ 41,375	\$ 42,000	\$ 42,000	\$ 52,957	26%
Parking Fines	\$ 492,055	\$ 530,400	\$ 530,400	\$ 457,266	-14%
Special Events	\$ 72,955	\$ 39,200	\$ 39,200	\$ 62,250	59%
Parking Tokens	\$ 7,658	\$ 4,500	\$ 4,500	\$ 4,500	0%
Stamp Sales	\$ 8,530	\$ 850	\$ 850	\$ 5,000	488%
Interest on Investments	\$ 10,433	\$ 14,577	\$ 14,577	\$ 19,264	32%
Other Revenue	\$ 304	\$ -	\$ 36,000	\$ -	0%
Valet Parking	\$ 37,377	\$ 10,000	\$ 10,000	\$ -	-100%
Transfer from Debt Service	\$ 558,740	\$ 550,386	\$ 550,386	\$ 543,633	-1%
Appropriated Fund Balance	\$ -	\$ 388,337	\$ 438,162	\$ 66,588	-83%
Revenue Total	\$ 3,971,857	\$ 4,267,290	\$ 4,353,115	\$ 3,883,179	-9%



Parking Meters

Parking meter revenue is forecast at a 3% increase over FY17 adopted levels. This projection is based on increased activity in the downtown area as well as the addition of new parking meters in the northern Central Business District.

Parking Fines

The FY18 parking fines budget of \$457,266 represents a 14% decrease over FY17's budget totaling \$530,400. This decrease is expected mainly due to easier access to meter payment options using smart phone applications. The implementation of the smart meters has provided more opportunities for customers to manage their parking ultimately reducing parking violations.

Monthly Fees

Monthly parking deck revenues are expected to decrease by 7% in FY18 based on current year trends and the demolition of the Water Street Parking Deck.

Hourly Fees

Hourly parking revenues also project a slight decrease in FY18 over FY17 adopted levels by 1% primarily attributable to the demolition of the Water Street deck.

Stamp, Permits, Events, Token, Valet

Parking tokens were budgeted at \$4,500, remaining consistent when compared with FY17. Special events revenue saw a rise of 59% totaling \$62,250 whereas Valet parking saw a decrease of 100% budgeted at \$10,000 in FY17 and \$0 in FY18. Stamp sales increased with a budget of \$5,000 compared to FY17's budget of \$850. This revenue budget better aligns with the actuals the Parking Fund monitors in this revenue stream.

Evening/Night Collections

Evening and night collections for Second and Market Street parking decks are budgeted 5% less than in FY17 which is a direct representation of the trends.

Interest on Investments

Interest on investments in the Parking Facilities Fund are budgeted with an increase of 32% over FY17's amount totaling \$19,264.

Transfer from Debt Service

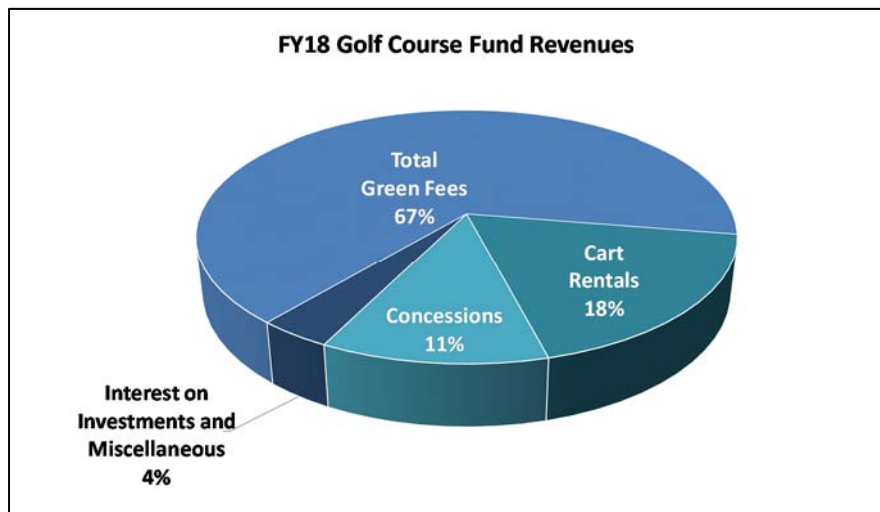
A total of \$543,633 was transferred from the Debt Service fund to help cover capital improvement projects slated for FY18.

Appropriated Fund Balance

To balance the Parking Fund, a total of \$66,588 was appropriated for FY18 to help fund operating needs.

GOLF COURSE FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Daily Greens	\$ 830,293	\$ 991,655	\$ 991,655	\$ 962,022	-3.0%
Cart Rentals	\$ 252,270	\$ 269,268	\$ 269,268	\$ 265,661	-1.3%
Concessions	\$ 166,317	\$ 163,228	\$ 163,228	\$ 165,500	1.4%
Contributions	\$ 20,200	\$ -	\$ -	\$ -	0.0%
Other Revenue and Interest Earnings	\$ 6,082	\$ 2,284	\$ 2,284	\$ 2,772	21.4%
Miscellaneous	\$ -	\$ -	\$ 15,000	\$ 51,396	100.0%
Appropriated Fund Balance	\$ 24,892	\$ -	\$ 103,740	\$ -	0.0%
Revenue Total	\$ 1,300,055	\$ 1,426,435	\$ 1,545,175	\$ 1,447,351	1.5%



Total Greens Fees

These fees include daily greens fees, tournament fees, and discount card greens fees. The FY18 budget reflects a decrease of 3% over FY17. This decrease is due to the number of rounds expected to be played has decreased.

Cart Rentals

Cart rental revenue totaling \$265,661 represents a decrease of approximately 1% from FY17's \$269,268 to better reflect the actuals.

Interest on Investments

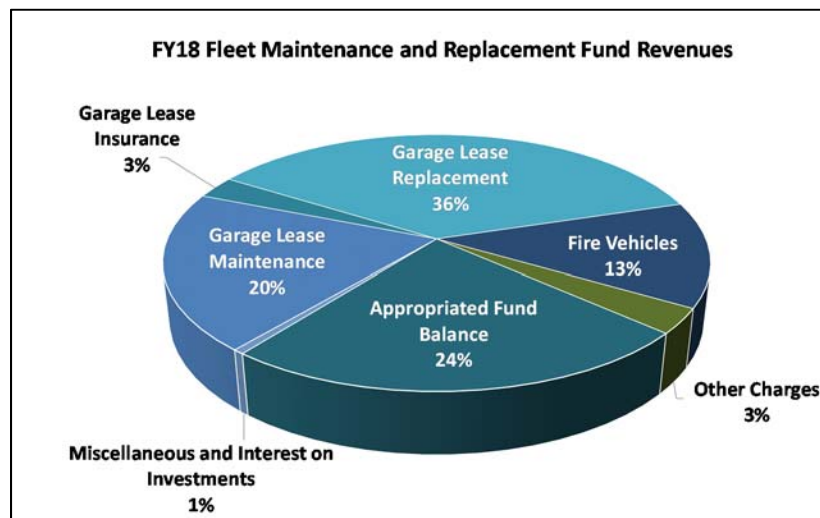
Interest on investments is budgeted at a 21% increase as compared to FY17 at \$2,772 in FY18 and represents less than 1% of the total budget.

Concessions

The budget for concession revenues totaling \$165,500 increased by 1% over FY17's amount of \$163,228 to better reflect expected sales expectations in FY18.

FLEET MAINTENANCE & REPLACEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Garage Lease Maintenance	\$ 1,602,555	\$ 1,601,611	\$ 1,601,611	\$ 1,496,640	-7%
Garage Lease Insurance	\$ 175,587	\$ 177,249	\$ 177,249	\$ 213,619	21%
Garage Lease Replacement	\$ 2,839,570	\$ 2,735,319	\$ 2,735,319	\$ 2,729,179	0%
Fire Vehicles	\$ 823,143	\$ 966,663	\$ 966,663	\$ 993,043	3%
Other Charges for Services	\$ 311,261	\$ 270,805	\$ 270,805	\$ 236,572	-13%
Interest on Investments	\$ 26,853	\$ 25,166	\$ 25,166	\$ 36,294	44%
Miscellaneous	\$ 209,540	\$ 6,057	\$ 6,057	\$ 5,915	-2%
Appropriated Fund Balance	\$ -	\$ 1,271,845	\$ 1,710,346	\$ 1,798,621	41%
Revenue Total	\$ 5,988,508	\$ 7,054,715	\$ 7,493,216	\$ 7,509,883	6%



Lease Charges – Maintenance/Insurance/Replacement

These revenues are internal charges to City departments for centralized vehicle and equipment management services. An annual lease rate is established each fiscal year for each type of vehicle to cover replacement, anticipated maintenance, and insurance. Revenue for FY18 totaling \$4,439,438 is budgeted with little change from FY17 totaling \$4,514,179.

Fire Vehicles

The Equipment Maintenance and Replacement Fund provides centralized, large vehicle purchase and replacement to the Fire Department. This revenue represents the maintenance, insurance, and replacement lease cost for those particular vehicles. FY18's budgeted amount totals \$993,043 an increase of 3% over FY17's amount of \$966,663.

Other Charges for Service

These revenues represent internal charges to other City department's usage of pool vehicles, fuel, and services provided above and beyond the routine preventative maintenance. The FY18's budget totals \$236,572 which is a 13% decrease from FY17's budget of \$270,805.

Interest on Investments

Interest on investments increased by 44% when comparing FY17's \$25,166 to FY18 budget of \$36,294.

Miscellaneous

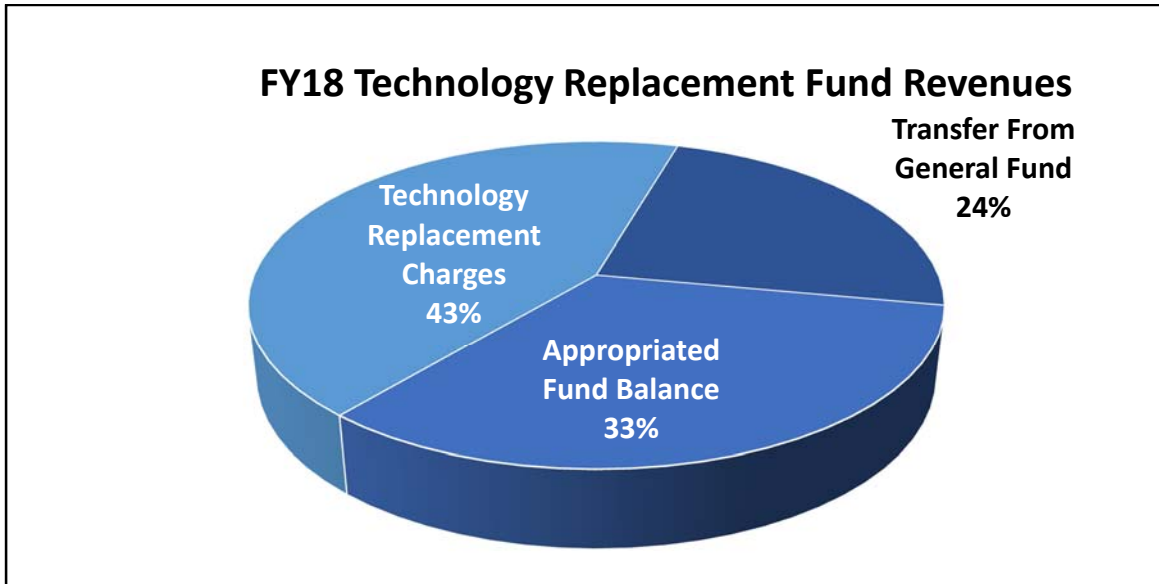
Miscellaneous budget has a slight decrease for FY18 with a budget totaling \$5,915 as compared to FY17 at \$6,057.

Appropriated Fund Balance

Fund balance is used to purchase replacement vehicles and equipment as scheduled. The FY18's budget totals \$1,798,621.

TECHNOLOGY REPLACEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Technology Replacement Charges	\$ 493,585	\$ 436,125	\$ 436,125	\$ 601,364	38%
Transfer From General Fund	\$ 480,000	\$ 349,915	\$ 372,595	\$ 324,365	-7%
Appropriated Fund Balance	\$ -	\$ 450,000	\$ 463,339	\$ 459,276	2%
Revenue Total	\$ 973,585	\$ 1,236,040	\$ 1,272,059	\$ 1,385,005	12%



Technology Replacement Charges

These revenues, totaling \$601,364, are internal charges to City departments for replacement of desktop and laptop technology on a specified cycle. The annual replacement rates are adjusted each fiscal year for any new purchases based on the projected cost to replace the hardware over a period of time. This revenue represent 43% of the FY18’s budget, as compared to 35% of the FY17 Technology Fund revenue budget.

General Fund

These funds represent a transfer-in from the General Fund in the amount of \$324,365 to support the fund for the off-site hosting of certain applications used enterprise wide. The transfer-in represents 24% of the total revenues. This fiscal year, the revenue required by the general fund is 7% less than FY17.

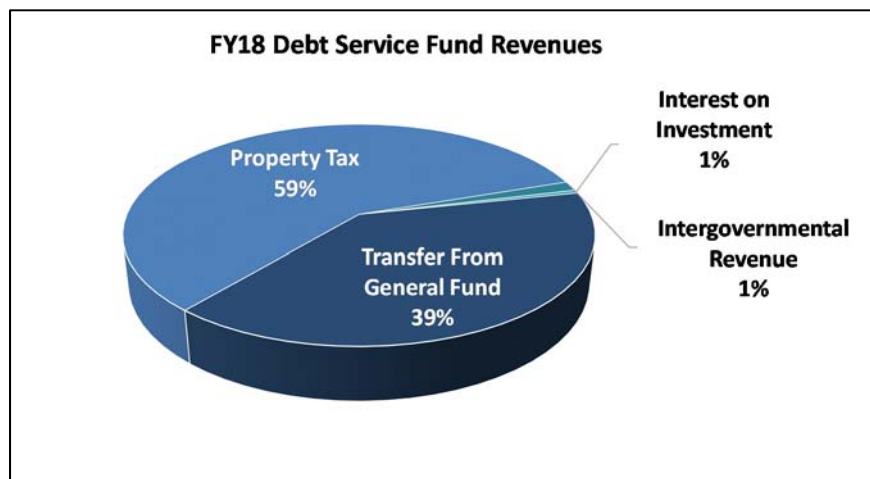
Appropriated Fund Balance

The appropriation of fund balance is used to purchase replacement equipment and contractual services and represents 33% of the total budget, a 2% increase when comparing to FY17 budgeted levels.

DEBT SERVICE FUND

Debt Service Fund

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Property Tax	\$ 9,358,545	\$ 9,429,685	\$ 9,429,685	\$ 13,892,510	47%
Intergovernmental Revenue	\$ 1,962,043	\$ 1,958,738	\$ 1,958,738	\$ 330,177	-83%
Interest on Investment	\$ 35,310	\$ 61,265	\$ 61,265	\$ 112,756	84%
Refunding Proceeds	\$ 7,936,956	\$ -	\$ -	\$ -	0%
Transfer From General Fund	\$ 9,971,933	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	0%
Revenue Total	\$ 29,264,788	\$ 20,784,520	\$ 20,784,520	\$ 23,670,275	14%



Property Tax

Beginning in FY13, \$0.0500 cents on the City’s ad valorem rate was dedicated to the debt service fund to cover 80% debt and 20% pay-go funding for capital improvement projects outlined in the 5-year capital improvement plan FY13–FY17. This dedicated funding source represents approximately 45.4% of the total Debt Service Fund revenues and has allowed the City to accelerate its capital improvement program. Beginning FY16, the Debt Service Fund will receive a dedicated \$0.0200 tax with the voter approved Streets and Sidewalks Bonds. Expected FY18 revenue from property tax equals \$13,892,510, a 47.3% increase over the FY17’s adopted budget of \$9,429,685. The 2nd CIP begins in FY18 and is planned for a six-year timeframe, FY18-FY23. Additionally, a voter-approved Parks Bond passed in November of 2016 and funds for all projects (over \$38M) were appropriated as of July 1, 2017.

Of the FY18 Property Tax rate, 0.4834, \$0.0947 is dedicated to the Debt Service Fund to support capital projects related to the 1st 80/20 Debt Service CIP, the voter approved Transportation Bond, the voter approved Parks Bond, the Water Street Deck Collaboration and the 1st year of the 2nd 80/20 Debt Service CIP.

Intergovernmental Revenues

These revenues are received from the Cape Fear Public Utility Authority to pay debt service on water and sewer debt issued by the City in prior years that cannot be transferred to the authority. The Go Bond debt principal and interest was retired in FY15, reducing the intergovernmental revenues by 56% in FY16. The FY17 budget remained relatively the same at \$1,958,738 as compared to FY16's budget of \$1,960,880. In FY18 the budgeted amount debt service payments related to the authority were brought to \$0. CFPUA issued a series of debt and refunded, which transferred full responsibility to the CFPUA, therefore decreasing this category by 83%. A total of \$330,177 is now budgeted for the IRS BABs, which are estimated to decrease slightly each year until approximately 2030. BABs are Build America Bonds, which are taxable governmental bonds eligible for certain tax advantages under the Code.

General Fund

The transfer-in from the General Fund represents approximately 8% of the General Fund budgeted expenditures and 39% of the total revenue in the Debt Service Fund. This annual transfer is based on the City's existing debt service.

Interest on Investments

Interest on investments in the Debt Service Fund is expected to yield \$112,756 to the fund in FY18.

CAPITAL PROJECTS FUNDS

Revenues within the Capital Project Funds include several sources which include appropriations of bond proceeds, debt financing, pay-as-you-go funding, and interest on investments. There is a special section for Capital Improvement Projects in this adopted book.

PROPERTY TAX ANALYSIS

		Property Valuation	Tax Rate Per \$100	Adjusted Tax Levy ²	Current Collections	% Collected ³
2009-10	Real	12,471,675,092	0.3325	46,849,408	46,128,218	98.46%
Adopted	Personal	1,440,865,238				
	State Appraised	<u>149,960,983</u>				
		14,062,501,313				
2010-11	Real	12,565,723,884	0.37	52,144,205	51,377,685	98.53%
Adopted	Personal	1,384,038,482				
	State Appraised	<u>143,265,912</u>				
		14,093,028,278				
2011-12	Real	12,639,603,074	0.37	52,716,306	52,020,321	98.46%
Adopted	Personal	1,464,781,289				
	State Appraised	<u>143,265,912</u>				
		14,247,650,275				
2012-13	Real	11,265,000,000 ¹	0.45	57,928,500	56,479,774	97.50%
Adopted	Personal	1,468,000,000				
	State Appraised	<u>140,000,000</u>				
		12,873,000,000				
2013-14	Real	11,209,619,200	0.45	58,189,586	58,402,556	100.37%
Adopted	Personal	1,578,200,000				
	State Appraised	<u>143,200,000</u>				
		12,931,019,200				
2014-15	Real	11,375,000,000	0.46	60,208,572	59,143,243	98.23%
Adopted	Personal	1,578,820,000				
	State Appraised	<u>135,000,000</u>				
		13,088,820,000				
2015-16	Real	11,614,415,000	0.485	64,966,565	63,817,048	98.23%
Adopted	Personal	1,650,753,000				
	State Appraised	<u>130,000,000</u>				
		13,395,168,000				
2016-17	Real	11,808,780,000	0.485	66,234,394	65,333,606	98.64%
Adopted	Personal	1,685,696,000				
	State Appraised	<u>162,100,000</u>				
		13,656,576,000				
2017-18	Real	12,983,452,148 ¹	0.4834	71,721,827	70,914,880	98.64%
Adopted	Personal	1,767,500,000				
	State Appraised	157,000,000				
	Less Appeals	<u>(71,000,000)</u>				
		14,836,952,148				

¹ Property revaluation, required by State Statute at least every eight years, is performed under the direction of New Hanover County.

² Includes penalties.

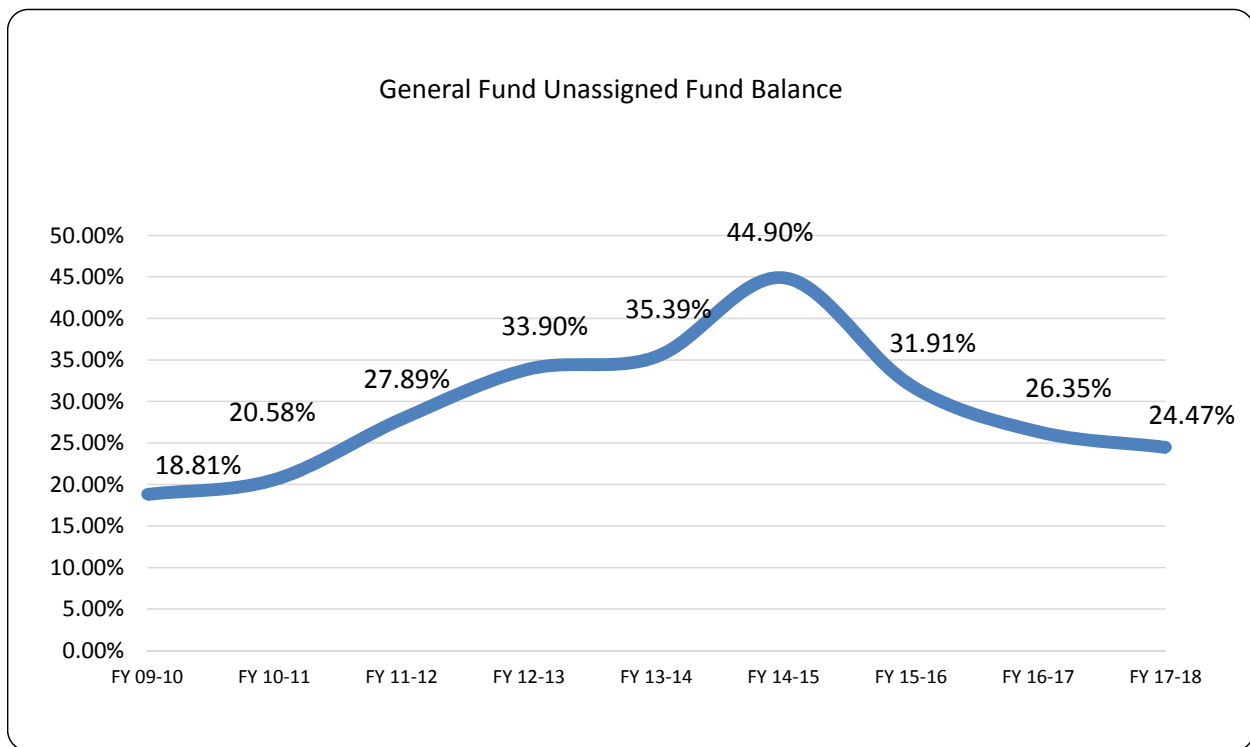
³ Percent collected is an average between the Personal and Real property each having a different collection rate.

CONSOLIDATED UNASSIGNED FUND BALANCE SUMMARY

Fund	Unassigned Fund Balance As of June 30, 2016	Anticipated Unassigned Fund Balance June 30, 2017	Recommended FY 17-18 Budgeted Expenditures	% of FY 17-18 Budgeted Expenditures	Anticipated Unassigned Fund Balance June 30, 2018	% of FY 17-18 Budgeted Expenditures
General Fund	39,324,894	27,094,245	110,704,372	24.47%	27,094,245	24.47%
Solid Waste Management Fund	3,343,564	2,906,616	9,274,623	31.34%	2,906,616	31.34%
Storm Water Management Fund	9,760,086	6,042,193	15,396,885	39.24%	6,042,193	39.24%
Golf Course Fund	275,927	271,795	1,447,351	18.78%	320,386	22.14%
Parking Facilities Fund	2,752,546	2,375,916	3,883,179	61.18%	2,375,916	61.18%

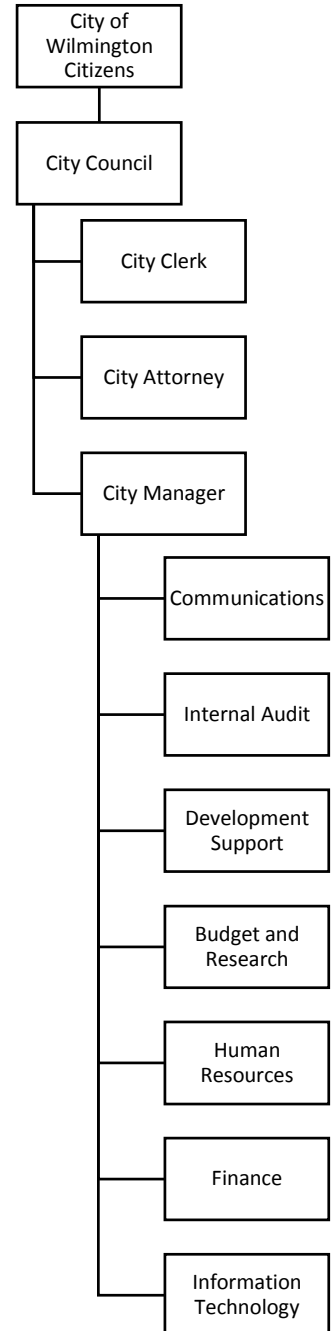
The anticipated unassigned fund balance as of June 30, 2017 includes budgeted use of fund balance in FY17 as well as anticipated use budgeted for FY18. The unassigned balance for FY18 assumes receipt of budgeted revenues and use of all budgeted expenditures.

General Fund Unassigned Fund Balance



Fund balance is the accumulated excess of revenues and other financing sources over expenditures and other financing uses for governmental functions. **Unassigned** fund balance is the residual classification for the government’s General Fund based on GASB (Governmental Accounting Standards Board) Statement #54 and includes all spendable amounts not contained in other classifications.

GOVERNANCE OFFICES



CITY COUNCIL

The seven-member **City Council** is the official legislative and policy-making body of the City of Wilmington. The Mayor, the presiding officer of the City Council, serves as the official and ceremonial head of the City and is a voting member of the City Council.

The Mayor serves a two-year term, while the other six members of the City Council serve four-year terms. The six members of City Council serve staggered terms, with three members elected in each odd-numbered year. All members are elected at-large on a non-partisan basis. All official actions of the City Council are taken at public meetings. City Council holds regular public meetings on the first and third Tuesday of each month.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
City Council					
Personnel	\$ 124,366	\$ 127,276	\$ 127,276	\$ 128,946	1.3%
Benefits	\$ 43,068	\$ 43,234	\$ 43,415	\$ 43,530	0.7%
Operating	\$ 27,779	\$ 46,821	\$ 47,227	\$ 45,875	-2.0%
City Council Total	\$ 195,213	\$ 217,526	\$ 217,918	\$ 218,351	0.4%

Overview

The City Council budget reflects a continuation of current services. Additionally, adjustments were made to various internal services charges related to technology management fees and insurance liabilities as a cost of doing business. This budget continues core services.

Budget Modifications

A. Council's Cost of Living Increase

Division:	Council
Total Cost:	\$1,798
Priority:	Continuance of Service
Position(s):	Full Time Equivalent: 0; Part-Time: 0.00
Description:	Cost of living increases is generally provided to the governing Council. In FY18, a 2% salary (\$1,670) and benefit increase were included in the budget.

CITY CLERK

Appointed by the City Council to a two-year term, the **City Clerk** acts as the official record keeper for the City of Wilmington. The City Clerk attends and records minutes of all Council meetings, certifies ordinances and resolutions adopted by City Council, maintains files of deed and contractual transactions, provides for the official notification of special meetings and public hearings, maintains the membership record of all City boards and commissions, manages the codification of ordinances, and provides information from these reports to the Council, public, and staff.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
City Clerk					
Personnel	\$ 137,789	\$ 160,364	\$ 160,364	\$ 169,603	5.8%
Benefits	\$ 45,437	\$ 57,438	\$ 57,438	\$ 56,170	-2.2%
Operating	\$ 19,805	\$ 31,600	\$ 31,519	\$ 32,712	3.5%
City Clerk Total	\$ 203,031	\$ 249,402	\$ 249,321	\$ 258,485	3.6%
Authorized Positions	3	3	3	3	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. This budget continues core services.

CITY MANAGER

The **City Manager** is appointed by the City Council and serves as Chief Executive Officer of the City of Wilmington. The City Manager provides leadership and management of City operations and works through a management team composed of two Deputy City Managers, department directors, and other key staff to identify needs, establish priorities, administer programs, policies and operations, and build organizational capacity. The City Manager also assists City Council in its policy making role by providing recommendations and background materials on programs, trends, and issues of concern to the City Council and the Administration.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Administration					
Personnel	\$ 720,578	\$ 739,394	\$ 739,394	\$ 759,682	2.7%
Benefits	\$ 171,991	\$ 189,688	\$ 189,991	\$ 208,515	9.9%
Operating	\$ 39,036	\$ 53,543	\$ 53,779	\$ 53,828	0.5%
Outlay	\$ 7,278	\$ -	\$ -	\$ -	0.0%
Administration Total	\$ 938,883	\$ 982,625	\$ 983,164	\$ 1,022,025	4.0%
Budget and Research					
Personnel	\$ 246,323	\$ 269,145	\$ 264,110	\$ 300,963	11.8%
Benefits	\$ 55,657	\$ 61,406	\$ 61,406	\$ 78,794	28.3%
Operating	\$ 13,463	\$ 16,075	\$ 19,757	\$ 29,257	82.0%
Outlay	\$ -	\$ -	\$ 1,272	\$ 2,400	100.0%
Budget and Research Total	\$ 315,442	\$ 346,626	\$ 346,545	\$ 411,414	18.7%
Communications					
Personnel	\$ 299,511	\$ 330,096	\$ 311,411	\$ 316,477	-4.1%
Benefits	\$ 81,608	\$ 88,252	\$ 88,252	\$ 91,469	3.6%
Operating	\$ 84,273	\$ 86,811	\$ 101,611	\$ 117,216	35.0%
Outlay	\$ 27,979	\$ -	\$ 4,250	\$ -	0.0%
Communications Total	\$ 493,371	\$ 505,159	\$ 505,524	\$ 525,162	4.0%
Economic Development					
Personnel	\$ 59,307	\$ 82,840	\$ 82,840	\$ 85,304	3.0%
Benefits	\$ 13,898	\$ 23,265	\$ 23,265	\$ 22,911	-1.5%
Operating	\$ 1,990	\$ 2,964	\$ 3,464	\$ 5,494	85.4%
Economic Development Total	\$ 75,195	\$ 109,069	\$ 109,569	\$ 113,709	4.3%
Internal Audit					
Personnel	\$ 70,167	\$ 72,092	\$ 72,092	\$ 74,288	3.0%
Benefits	\$ 18,834	\$ 20,386	\$ 20,386	\$ 21,201	4.0%
Operating	\$ 2,716	\$ 8,059	\$ 8,059	\$ 8,104	0.6%
Internal Audit Total	\$ 91,717	\$ 100,537	\$ 100,537	\$ 103,593	3.0%
Allocated Cost					
Allocated Cost	\$ (16,210)	\$ (16,783)	\$ (16,783)	\$ (16,783)	0.0%
Allocated Cost Total	\$ (16,210)	\$ (16,783)	\$ (16,783)	\$ (16,783)	0.0%
City Manager Total	\$ 1,898,399	\$ 2,027,233	\$ 2,028,556	\$ 2,159,120	6.5%

	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Authorized Positions				
City Manager Administration	7	7	7	7
Budget and Research	3	3	3	4
Communications	5	5	5	5
Development Support	1	1	1	1
Internal Audit	1	1	1	1
Total Positions	17	17	17	18

Division Descriptions

The **Administrative** arm of the City Manager’s department includes the City Manager, two Deputy City Managers, Legislative Affairs staff and support staff. Together they provide professional, effective leadership and management of all City operations. In addition, they assist City Council in their policy making role by providing information to ensure that Council makes informed decisions.

The **Communications** division of the City Manager’s office ensures that the public at- large is provided with current and relevant information provided through the City’s website, print media, press releases, and the citizen information line. The Government Television section reflects the costs associated with operating the City’s cable channel 8 (GTV).

The **Budget and Research** Office coordinates the preparation of the annual operating and capital budget including financial forecasting. It ensures fiscal control over City expenditures, conducts program evaluations and analysis, and coordinates the development and progress of the City's Strategic Plan.

The **Internal Audit** division conducts financial and performance audits within the organization to identify and reduce risks, and ensures acceptable policies and procedures are followed, established standards are met, resources are used efficiently and effectively, and the organization’s objectives are achieved.

The **Economic Development** division provides resources for economic development guidance and management. The division is responsible for convention center support and associated hotel and adjacent area project coordination, development agreement and opportunities oversight, and downtown parking management oversight.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Reduction in Temporary Funding

Division: Budget and Research

Total Cost: (\$2,820)

Priority: Reduction

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: The Budget and Research Office shifted funding from the temporary line in base to multiple lines including training and travel, dues and subscriptions and office supplies resulting in a \$2,820 reduction in base.

B. Reduction of Part-time Bond Communicator Position

Division: Communications

Total Cost: \$0

Priority: Budget Adjustment

Position(s): Full Time Equivalent: 0; Part-Time: -0.50

Description: The Bond Communicator position was authorized with the 2014 Transportation Bond with \$22,900 in funding. In FY18, the position was eliminated but the funding was shifted to GTV contracted services (\$7,900) and to Public Information contracted services (\$15,000) allowing for flexibility in hiring in the Public Information division.

Budget Modifications

A. Annual Technology Fund Service Charge

Division: Multiple

Total Cost: \$800

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: The funding allows the Budget and Research Office and Communications to fund the required technology equipment for the conference rooms in the Harrelson Building.

B. Economic Development

Division: Managers
Total Cost: \$2,485
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Economic Development Assistant to the City Manager to attend the UNC School of Government trainings and conferences, join multiple professional organizations through dues and for travel to accommodate training and conferences.

C. Contracted Temporary Services

Division: Communications
Total Cost: \$4,600
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows GTV to maintain existing level of contracted services to perform GTV Master Control. The work is mainly located in the GTV control room, located above Council Chambers. In addition to the \$7,900 base shift for contract services, \$4,600 is also included.

D. Fiscal Support Specialist

Division: Budget and Research
Total Cost: \$57,675
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2
Position(s): Full Time Equivalent: 1; Part-Time: 0.00
Description: The funding allows the Budget and Research Office to hire a full-time Fiscal Support Specialist (N5) at a salary of \$36,899. The funding includes salary, overtime, benefits, a computer, pc replacement participation, technology equipment (headset) and appropriate software licenses. This position will aid the office toward managing and expanding the strategic plan process, conducting benchmarking research and streamlining city-wide processes.

Performance Measures

Provide Sustainability and Adaptability		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To implement an integrated, purposeful approach for the development of effective policies and processes					
Objective: Prepare agendas for policy deliberation	Measure: Number of agendas completed	22	22	22	22
Objective: Maintain an effective policy making process	Measure: Number of days prior to the Legislative session the City legislative agenda is approved	20	14	15	21

Foster a Prosperous, Thriving Economy		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To promote business growth and development in the community					
Objective: To facilitate regional discussion concerning economic development	Measure: Number of meetings with regional economic development organizations	9	10	14	8
Engage in Civic Partnerships		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: Maintain existing communication infrastructure to facilitate continued one-way information sharing and two-way engagement with citizens					
Objective: To maintain the City newsletter as a source of information at 45% as measured in the biennial citizen survey	Measure: Publish newsletter quarterly	4	4	4	4
Objective: To provide gavel to gavel coverage of City Council and Planning Commission meetings	Measure: To cablecast and webcast 100% of all regularly scheduled City Council and Planning Commission meetings	100%	100%	100%	100%
Objective: To provide timely responses to daily TV and newspaper inquiries	Measure: Respond to routine inquiries within 24 hours	95%	95%	95%	95%

CITY ATTORNEY

The **City Attorney's** Office provides legal services to the Mayor, Members of City Council, the City Manager, the City Clerk, and to each of the City's departments, boards, and commissions.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
City Attorney					
Personnel	\$ 636,070	\$ 731,589	\$ 800,230	\$ 742,946	1.6%
Benefits	\$ 169,753	\$ 211,851	\$ 212,110	\$ 214,791	1.4%
Operating	\$ 46,558	\$ 73,699	\$ 123,809	\$ 76,495	3.8%
Outlay	\$ 1,240	\$ 2,010	\$ 2,010	\$ -	-100.0%
City Attorney Total	\$ 853,621	\$ 1,019,149	\$ 1,138,159	\$ 1,034,232	1.5%
Authorized Positions	9	10	10	10	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Supporting Equipment for New Position

Division: Attorney
Total Cost: (\$2,010)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding supporting a new position (i.e. furniture, computer) that totaling \$2,010 was removed from the budget.

Budget Modifications

A. Dues & Subscriptions

Division: Attorney

Total Cost: \$1,025

Priority: Strategic Plan: Provide Sustainability and Adaptability 1.3

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: A total of \$1,025 has been added to the budget to support the Attorney's staff resuming International Municipal Lawyers Association (ILMA) membership.

B. Reclassify Administrative Support Technician to an Administrative Support Specialist

Division: Attorney

Total Cost: \$1,723

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: A total of \$1,723 has been added to the budget to reclassify an Administrative Support Technician to an Administrative Support Specialist. Total increase in salary and benefits total \$1,723 of which \$1,435 is salary.

HUMAN RESOURCES

The **Human Resources** department provides comprehensive services which support effective management of the workforce to all City departments. Functional areas include recruitment, classification, compensation and benefits administration, personnel records management, training, health and wellness, safety and risk management, and employee relations.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Human Resources					
Personnel	\$ 553,367	\$ 601,726	\$ 601,726	\$ 749,293	24.5%
Benefits	\$ 132,388	\$ 154,443	\$ 154,705	\$ 202,505	31.1%
Operating	\$ 84,446	\$ 79,519	\$ 90,532	\$ 113,648	42.9%
Outlay	\$ 1,138	\$ -	\$ 1,200	\$ 2,400	100.0%
Human Resources Total	\$ 771,339	\$ 835,688	\$ 848,163	\$ 1,067,846	27.8%
Authorized Positions	8	9	9	10	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Off-cycle Business Decision: Fill Unfunded Position & Reduce One Temporary Position

Division: Human Resources
Total Cost: (\$42,116)
Priority: Budget Adjustment
Position(s): Full Time Equivalent: 0; Part-Time: -0.48
Description: A total of \$42,116 was removed from the temporary employee salary line to support the filling of the unfunded position authorized in FY17 to respond to a FY16 consultant's human resource assessment report. In response, the department moved a part-time process and data integrity technician (0.48) to the full time unfunded position in mid-year FY17. The total funding needed for this move in FY18 is \$50,750 in salary (\$35,672) and benefits (\$15,078). To aid in the

position's funding, the department reduced the associated part-time employee position (FTE = 0.48) totaling \$17,116 in salary. The temporary employee salary was further reduced by the one-time funding authorized in FY17 to specifically respond to the consultant's report totaling \$25,000.

Budget Modifications

A. Annual Technology Fund Service Charge

Division: Human Resources
Total Cost: \$400
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the desktop at the Harrelson Building 5th floor HR conference room to be included in the pc replacement program.

B. New Hire Increased Funding

Division: Human Resources
Total Cost: \$2,180
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows for increased food and provisions, parking vouchers and background history verifications for the new hire process.

C. Temporary Employee Funding

Division: Human Resources
Total Cost: \$4,534
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding of \$4,212 plus benefits allows the HR department to supplement their base temporary funding (\$15,788) to hire a temporary employee at \$20.24 per hour at 988 annual hours.

D. Reclassify Sr. Human Resources Analyst to HR Consultant

Division: Human Resources
Total Cost: \$4,828
Priority: Outside Directive
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the HR department to reclassify one Sr. HR Analyst to HR Consultant. The funding includes the salary increase (\$4,018), plus benefits. (\$4,828).

E. Neogov Onboarding Software

Division: Human Resources
Total Cost: \$5,600
Priority: Outside Directive
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the HR department to purchase Neogov Onboarding software.

F. Contracted Temp Services: Laserfiche Services

Division: Human Resources
Total Cost: \$22,966
Priority: Strategic Plan: Provide Sustainability and Adaptability 7.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the HR department to hire a contracted temporary employee at \$2,500 to file backlogged paper and \$20,466 to potentially outsource the Laserfiche project. This process streamlines how the division manages information.

G. Compensation Analyst

Division: Human Resources
Total Cost: \$97,142
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2
Position(s): Full Time Equivalent: 1; Part-Time: 0.00
Description: The funding allows the HR department to hire a full-time Compensation Analyst. Salary (\$70,000), plus benefits, specialized training, travel, dues and subscriptions, computer and pc replacement are included in the funding allotment. This position will help the department maintain job descriptions, perform market analysis, complete market surveys and validate job offers to ensure consistency with policy and to avoid internal pay discrepancies.

Performance Measures

Provide Sustainability and Adaptability		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: Work in partnership with our clients to support their business outcome					
Objective: Develop a detailed recruitment/selection plan prior to opening any recruitment	Measure: Increase retention of new hires during probation period	86%	85%	90%	95%
	Measure: Percentage of positions posted with prescreening questions	77%	85%	97%	100%
	Measure: Number of positions filled at or before 60 days (from initial posting date to start date)	48%	50%	46%	50%

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: Create, promote, and foster individual and organizational effectiveness by offering diverse and innovative programs that support the City's values					
Objective: Recognize the value of our employees by providing opportunities for developing their knowledge, skills and abilities	Measure: Percent of employees completing safety training with a goal of 100%	75.2%	75%	94%	95%
	Measure: Percentage of participants rating training programs as useful to their job with a goal of 90%	98%	100%	100%	100%
Goal: Offer a variety of wellness/personal enrichment classes					
Objective: Provide services and programs that promote optimal health and productivity of employees	Measure: Percentage of clinic visits related to chronic disease management.	53%	27%	65%	70%
	Measure: Percent participation in the annual Health Risk Assessment	60%	60%	70%	76%

FINANCE

The **Finance** department focuses on the City's financial services, including debt service management, cash investments, payroll, payables, billing, collections and purchasing.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Accounting/Treasury Svcs					
Personnel	\$ 917,536	\$ 972,216	\$ 974,476	\$ 975,329	0.3%
Benefits	\$ 252,031	\$ 287,846	\$ 288,381	\$ 306,362	6.4%
Operating	\$ 75,913	\$ 121,422	\$ 137,934	\$ 189,701	56.2%
Outlay	\$ -	\$ -	\$ 1,055	\$ 1,000	100.0%
Accounting/Treasury Svcs Total	\$ 1,245,480	\$ 1,381,484	\$ 1,401,846	\$ 1,472,392	6.6%
Billing And Collections					
Personnel	\$ 340,214	\$ 396,557	\$ 401,957	\$ 408,954	3.1%
Benefits	\$ 103,176	\$ 126,812	\$ 126,478	\$ 126,570	-0.2%
Operating	\$ 56,319	\$ 113,480	\$ 109,048	\$ 110,564	-2.6%
Outlay	\$ 2,946	\$ 2,754	\$ 21,819	\$ -	-100.0%
Billing And Collections Total	\$ 502,654	\$ 639,603	\$ 659,302	\$ 646,088	1.0%
Purchasing					
Personnel	\$ 219,855	\$ 263,689	\$ 263,989	\$ 268,011	1.6%
Benefits	\$ 59,229	\$ 76,522	\$ 76,801	\$ 87,235	14.0%
Operating	\$ 8,257	\$ 15,539	\$ 15,289	\$ 16,395	5.5%
Outlay	\$ -	\$ -	\$ 2,166	\$ -	0.0%
Purchasing Total	\$ 287,342	\$ 355,750	\$ 358,245	\$ 371,641	4.5%
Allocated Cost					
Allocated Cost	\$ (138,890)	\$ (150,765)	\$ (150,765)	\$ (150,203)	-0.4%
Allocated Cost Total	\$ (138,890)	\$ (150,765)	\$ (150,765)	\$ (150,203)	-0.4%
Finance Total	\$ 1,896,585	\$ 2,226,072	\$ 2,268,628	\$ 2,339,918	5.1%
Authorized Positions					
Finance Administration & Accounting	14	14	14	14	
Billing and Collections	7	8	8	8	
Purchasing	5	5	5	5	
Total Positions	26	27	27	27	

Division Descriptions

The ***Purchasing*** division provides quality and economical materials and services that are promptly priced and purchased.

The ***Revenue*** division handles the cash receipts for all accounts receivables to include rehab loans, assessments, and demolition/lot cleaning liens, annual billing and the collection of beer/wine permits as well as miscellaneous invoices for in-person, mail, after-hours depository and draft payments. This division is also responsible for the delivery of mail to all City departments.

The ***Accounting and Treasury Services*** division is responsible for all financial transactions including accounts payable and receivable, management of fixed assets, preparation of the City's Comprehensive Annual Financial Report, filing of statutory reports, grant reporting, various state and federal tax filings, and the management of the City's cash and investment portfolio and debt issuance. Payroll is also processed in the Accounting and Treasury Services division.

The ***Community Development/Housing*** Division Loan accounting staff work closely with the Community Development programmatic staff to manage the numerous loan accounts provided through various federal/state/local funding sources designed to benefit low to moderate income citizens. The Community Development budget is shown in the Community Development Section of the budget.

The ***Fleet*** Division provides a safe and efficient management of city-owned passenger motor vehicles and equipment. This includes; fuel operations, GPS management, full service maintenance facility, purchase and disposal of vehicles and equipment. The Fleet division budget is shown in the Other Funds section under Fleet Fund.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Temporary Employee Funding

Division: Finance
Total Cost: (\$20,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding in the amount of \$20,000 was removed from the base budget. This funding temporarily supported the continuation of key financial projects by a part-time employee until a permanent Finance Director was hired and trained.

B. Supporting Equipment for New Position

Division: Finance
Total Cost: (\$2,754)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Reduction of \$2,754 in one-time operating funding that supported the new accounting position authorized in FY17. Funding included \$501 for furniture and \$2,253 for laptop and accessories.

Budget Modifications

A. Desktop Scanners

Division: Accounting
Total Cost: \$1,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Desktop scanners for payroll staff to improve efficiencies and maintain security of sensitive information when scanning payroll documents into Laserfiche in the amount of \$1,000.

B. Credit Bureau Reporting Software

Division: Collections
Total Cost: \$1,822
Priority: Strategic Plan: Provide Sustainability and Adaptability 5.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Credit Bureau reporting software for Community Development delinquent loan account holders in the amount of \$1,822.

C. AP Forensics Software

Division: Accounting
Total Cost: \$67,000
Priority: Strategic Plan: Provide Sustainability and Adaptability 5.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Software purchase to assist in identifying potential duplicate or fraudulent vendor payments, validate vendor records and aid in analyzing files for duplicate and inactive vendors totaling \$67,000. The funding covers the cost for this software for a three year period.

Performance Measures

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To provide financial, debt and cash management for all City funds in accordance with statutory requirements and generally accepted accounting principles					
Objective: Minimize credit risk by limiting investments purchased to those types authorized by State statute	Measure: Dollars invested during the course of the fiscal year in security types not authorized by State statute	\$0	\$0	\$0	\$0
Objective: Minimize the concentration of credit risk by diversifying investments by security type. Limit investments in a single government agency security type to 25% of investment portfolio	Measure: The greatest percentage of the total investment portfolio occupied by a single government agency security type	4.8%	<25%	3%	<25%
Goal: To provide a centralized system that bills and collects in a timely and accurate manner and to maintain an environment that supports the collection of all City revenue					
Objective: Ensure all invoices and account statements are accurately processed, generated and billed as scheduled	Measure: Percent of available invoices and account statements processed, generated and billed as scheduled	100%	100%	100%	100%
Objective: Ensure all revenue received is accurately processed and applied to the revenue item for which it is designated	Measure: Percent of payments accurately processed and applied	99.97%	100%	99.97%	100%

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To enhance customer service to all City departments by insuring that all materials, supplies, equipment and services are acquired in a timely manner, at the best quality and value, and in compliance with all applicable procurement laws					
Objective: Secure goods and services at the lowest possible cost to support city operations by reviewing requisitions and securing quotes for items requested	Measure: Number of quotes received per requisition	2-3	2-3	2-3	2-3

INFORMATION TECHNOLOGY

The **Information Technology** department provides a wide array of services which support all departments through end-user client support, network infrastructure, software applications, and championing the use of technology to meet the City's strategic goals.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Information Technology					
Personnel	\$ 1,144,915	\$ 1,475,214	\$ 1,479,714	\$ 1,443,622	-2.1%
Benefits	\$ 326,887	\$ 373,615	\$ 375,083	\$ 462,309	23.7%
Operating	\$ 733,822	\$ 829,195	\$ 847,001	\$ 965,643	16.5%
Outlay	\$ 15,517	\$ 3,100	\$ 12,381	\$ 2,400	-22.6%
Information Technology Total	\$ 2,221,141	\$ 2,681,124	\$ 2,714,179	\$ 2,873,974	7.2%
Authorized Positions	17	21	21	21	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Supporting Equipment for New Position

Division: IT Services
Total Cost: (\$3,100)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding in the amount of \$3,100 was removed from the base budget. This funding supported the purchase of a computer and office furniture for the Network Administrator authorized in the FY17 budget.

B. Increase from Technology Fund Shift

Division: IT Services
Total Cost: \$13,740
Priority: Budget Adjustment
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The IT Department realigned expenditures within the IT operating base budget and the IT technology internal fund to better represent the intent of both funding sources. This resulted in an increase to the IT operating base. Over time, the general fund transfer to the IT Technology fund is expected to decrease.

Budget Modifications

A. Mobile Device Management Implementation (MDM)

Division: IT Services
Total Cost: \$68,000
Priority: Strategic Plan: Provide Sustainability and Adaptability 7.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the IT Department to procure and implement a mobile device management solution, supporting, tracking and managing mobile devices.

B. Additional Professional Services

Division: IT Services
Total Cost: \$70,000
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows additional capacity in professional services for the assistance of network redesign, enterprise Wi-Fi, active directory redesign, and additional internet at PD.

Performance Measures

Provide Sustainability and Adaptability		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: Improve the overall efficiency of the City by standardizing applications and common data elements					
Objective: Determine the best enterprise solution for Microsoft Office products	Measure: All City supported computers will have Windows 7/10 and the same version of Microsoft Office products	99%	100%	100%	100%

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Objective: Review duplication in multiple applications in the City	Measure: Complete an analysis of any duplication in the applications currently used throughout the City of Wilmington	50%	100%	100%	100%
Objective: Identify common data elements within and between enterprise applications	Measure: A glossary of common data elements and the applications they belong to	25%	100%	100%	100%
Goal: Build out the City's IT infrastructure to ensure that the City is able to function at optimal levels, meet potential interruptions in service with a minimum of down time, and plan for recovery operations if and when they are necessary					
Objective: Provide a high degree of Information Technology system reliability.	Measure: Percent of Network Outages within the department's control.	95%	99%	97%	99%
Objective: Reduce the down time for any outages within the department's control	Measure: Average length of time for any network outages due to City configuration	4 hrs	<1 hrs	4 hrs	<1
Goal: Build out the City's IT infrastructure to ensure that the City is able to function at optimal levels, meet potential interruptions in service with a minimum of down time, and plan for recovery operations if and when they are necessary					
Objective: Provide a high degree of Information Technology system reliability	Measure: Percent of Network Outages within the department's control	98%	99%	97%	99%
Objective: Reduce the down time for any outages within the department's control	Measure: Average length of time for any network outages due to City configuration	< 1 hrs	<30 min	4 hrs	<1 hrs

SUNDRY APPROPRIATIONS

NONDEPARTMENTAL

Non-Departmental	FY16	FY17	FY17	FY18
	Actual	Adopted	Adjusted	Adopted
Employee Recognition	\$ 5,514	\$ 12,000	\$ 12,000	\$ 16,000
City Facilities Storm Water	\$ 100,594	\$ 110,000	\$ 124,000	\$ 110,000
City Newsletters	\$ 74,488	\$ 85,000	\$ 85,000	\$ 85,000
Facilities Insurance	\$ 591,003	\$ 690,049	\$ 686,319	\$ 608,836
Unemployment Compensation	\$ 25,307	\$ 65,000	\$ 49,700	\$ 40,000
Workers' Compensation Claims	\$ 29,956	\$ 99,500	\$ 93,000	\$ 99,500
Dues - Associations	\$ 110,480	\$ 115,000	\$ 115,000	\$ 118,858
Claims Against the City	\$ 134,742	\$ 90,000	\$ 122,404	\$ 125,000
City Advertising	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Medical Insurance - Regular	\$ -	\$ 580,000	\$ 790,000	\$ 580,000
Medical Insurance - Retiree	\$ 1,671,881	\$ 1,450,000	\$ 1,532,000	\$ 1,979,612
New Hanover County Tax Collections	\$ 413,359	\$ 417,573	\$ 421,303	\$ 427,384
Independent Audit	\$ 76,930	\$ 85,000	\$ 152,070	\$ 85,000
Employee Parking	\$ 85,800	\$ 84,525	\$ 84,525	\$ 87,000
Municipal Elections	\$ 54,425	\$ 20,000	\$ 20,000	\$ 94,000
Actuarial Studies	\$ 663	\$ 7,900	\$ 16,212	\$ 9,350
United Way Fund Raising Campaign	\$ 549	\$ 1,000	\$ 1,000	\$ 1,000
Wellness Program	\$ 21,257	\$ 25,000	\$ 28,300	\$ 27,500
City-Wide Training	\$ 12,528	\$ 20,000	\$ 20,000	\$ 20,000
City-Wide Tuition Reimbursement	\$ 25,482	\$ 40,000	\$ 40,000	\$ 45,000
Retirement Payout Estimate	\$ -	\$ 150,000	\$ 81,359	\$ 238,000
Records Retention	\$ 3,983	\$ 30,000	\$ 30,000	\$ 30,000
City Streets Storm Water	\$ 2,249,917	\$ 2,441,004	\$ 2,441,004	\$ 2,649,015
Strategic Planning	\$ -	\$ 25,000	\$ 25,000	\$ -
Indirect Cost Study	\$ -	\$ -	\$ -	\$ 20,000
Technology Projects	\$ -	\$ 77,308	\$ 58,254	\$ 40,000
Rent - Coast Guard Spaces	\$ 21,000	\$ 17,625	\$ 17,625	\$ 16,500
Bank Service Fees	\$ 40,573	\$ 42,503	\$ 42,503	\$ 43,066
City-Wide Intern Pool	\$ 15,615	\$ 53,825	\$ 53,825	\$ 37,678
Convention Center Hotel Costs	\$ 6,022	\$ -	\$ 4,795	\$ -
Economic Development Initiatives	\$ -	\$ 70,000	\$ 146,494	\$ 75,000
City Marketing	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
InnovateNC	\$ 15,172	\$ -	\$ -	\$ -
Arts Council Strategic Plan	\$ -	\$ 703	\$ 703	\$ 703
Affordable Housing Committee	\$ -	\$ -	\$ 5,000	\$ -
City/County Community Relations Committee	\$ -	\$ -	\$ 5,000	\$ -
Legislative Affairs	\$ 35,756	\$ 50,000	\$ 55,000	\$ 38,000
Miscellaneous	\$ 45,214	\$ 116,198	\$ 106,868	\$ 85,000
Accounting Move/Rent	\$ -	\$ 546,955	\$ 259,943	\$ 285,000
Leadership Development	\$ 16,546	\$ 20,000	\$ 20,000	\$ 20,000
Office Space Assessment	\$ 19,695	\$ 355,000	\$ 196,719	\$ -

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Non-Departmental				
DMV Tax Collection Fees	\$ 105,418	\$ 111,236	\$ 111,236	\$ 107,981
Vision Self Insurance	\$ 319	\$ -	\$ -	\$ -
Dental Self Insurance	\$ (64,175)	\$ -	\$ -	\$ -
Disease Management	\$ 334,916	\$ 360,000	\$ 328,000	\$ 360,000
HRA Retiree and Administrative Fees	\$ 11,538	\$ 64,944	\$ 64,944	\$ 63,668
FSA Administrative Fees	\$ 15,414	\$ 16,350	\$ 16,350	\$ 17,682
Employment Medical	\$ 102,555	\$ 100,000	\$ 132,000	\$ 100,000
Employee Assistance Program	\$ 10,516	\$ 10,557	\$ 10,557	\$ 10,557
OPEB Contribution Trust	\$ 1,278,390	\$ 874,875	\$ 874,875	\$ -
Retiree Health Claims Audit	\$ -	\$ 800	\$ 800	\$ 800
Health Claims Audit	\$ -	\$ 800	\$ 800	\$ 800
Legal Fees	\$ -	\$ -	\$ 234	\$ -
Voluntary Annexation Costs	\$ (547)	\$ 7,000	\$ 7,000	\$ -
Special Purpose Grant Match	\$ -	\$ 175,278	\$ 145,800	\$ 176,000
Hurricane Debris Removal/Disposal	\$ -	\$ -	\$ 1,262,436	\$ -
Separation Allowance Police	\$ 250,000	\$ 350,000	\$ 350,000	\$ -
Wave Transit Subsidy	\$ 1,442,822	\$ 1,323,550	\$ 1,323,550	\$ 1,363,257
Municipal Service District	\$ 30,000	\$ -	\$ -	\$ -
Allocated Costs	\$ (1,521,068)	\$ (1,644,492)	\$ (1,644,492)	\$ (1,644,492)
Total	\$ 7,900,551	\$ 9,774,566	\$ 10,957,015	\$ 8,723,255

The FY18 General Fund Nondepartmental budget includes funding for general City expenditures not attributable to a specific City department. Some highlights for the allotments are as follows:

- An increase in the expense for storm water fees associated with City-owned streets includes a 5.9% increase in the storm water utility rate from \$7.66 to \$8.11.
- A \$5,000 increase to the employee tuition assistance budget bringing the budget to \$45,000.
- Funding for WAVE Transit has a 3% increase from FY17 totaling \$1,363,257 for operating costs.
- An increase to the municipal elections from \$24,000 in FY17 to \$94,000 due to increased cost of running elections.
- An increase in the medical retiree allocation to move more toward actual costs with FY18 totaling \$1,979,612.
- The second payment to the Chamber for the Wells Fargo Golf Tournament marketing campaign totaling \$25,000 can be found in Economic Development Incentives.
- An additional \$4,000 was added to the employee recognition program to be used city-wide allowing departments to be more flexible in celebrating staff's successes.
- Funding totaling \$25,000 was added to fund a WAVE long-term financial study in miscellaneous.

SUNDRY'S PUBLIC SERVICE AGENCY APPROPRIATIONS

The City provides funding to public service agencies through the General Fund, Community Development Block Grant, and HOME Investment Partnership funds that provide services consistent with the City Council's strategic focus areas, Department of Housing and Urban Development (HUD) national guidelines, and the priorities of the City's Five-year Consolidated Plan for CDBG/HOME. Applications for these funds are considered through a competitive process for two consecutive years of funding that is appropriated annually by City Council through the budget process. FY18 is the second year of the biennial process.

Public Service Agencies - General Fund

The agencies listed here received funding through the City's application process and are funded from the General Fund.

General Fund Competitive Agencies	FY16	FY17	FY17	FY18
	Actual	Adopted	Adjusted	Adopted
Coastal Horizons	\$ 64,524	\$ 71,474	\$ 71,474	\$ 71,474
Domestic Violence Shelter & Services, Inc.	\$ -	\$ 25,073	\$ 25,073	\$ 25,073
Elderhaus	\$ 19,231	\$ 20,385	\$ 20,385	\$ 20,385
YWCA Lower Cape Fear	\$ -	\$ 5,174	\$ 5,174	\$ 5,174
Phoenix Employment Ministries	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Kids Making It Woodworking	\$ 30,288	\$ 32,711	\$ 32,711	\$ 32,711
Brigade Boys and Girls Club	\$ 70,819	\$ 52,045	\$ 52,045	\$ 52,045
American Red Cross	\$ 10,000	\$ 10,800	\$ 10,800	\$ 10,800
Good Shepherd Ministries	\$ 12,487	\$ -	\$ -	\$ -
Food Bank of North Carolina	\$ 14,853	\$ 15,744	\$ 15,744	\$ 15,744
Cape Fear United Way/Blue Ribbon Commission	\$ 30,000	\$ 32,400	\$ 32,400	\$ 32,400
Cape Fear United Way/BRC Summer Youth Employment	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
Communities in Schools in Cape Fear	\$ 19,808	\$ 21,393	\$ 21,393	\$ 21,393
Ability Garden	\$ 6,500	\$ 7,020	\$ 7,020	\$ 7,020
Wilmington Area Rebuilding Ministry	\$ -	\$ 40,000	\$ 40,000	\$ 40,000
Historic Wilmington Foundation	\$ 11,352	\$ 12,426	\$ 12,426	\$ 12,426
Aging in Place Downtown	\$ 8,998	\$ 9,268	\$ 9,268	\$ 9,268
Cape Fear Literacy Council	\$ 13,581	\$ 14,667	\$ 14,667	\$ 14,667
Southside Community Development	\$ -	\$ 25,000	\$ 25,000	\$ -
LINC - Leading Into New Communities	\$ 58,321	\$ 72,975	\$ 72,975	\$ 72,975
Cape Fear Housing Land Trust	\$ 21,767	\$ 22,420	\$ 22,420	\$ 22,420
Dreams	\$ 20,000	\$ 21,200	\$ 21,200	\$ 21,200
Wilmington Residential Adolescent Achievement	\$ 22,844	\$ 24,215	\$ 24,215	\$ 24,215
Community Boys and Girls Club	\$ 20,000	\$ 44,513	\$ 44,513	\$ 44,513
Other Contracts/Grants/Subsidies	\$ -	\$ -	\$ 640	\$ -
Total General Fund Competitive Agencies	\$ 470,373	\$ 625,903	\$ 626,543	\$ 600,903

Public Service Agencies - CDBG

The agencies listed here received funding through the City's application process and are funded from Federal entitlement funds associated with the Community Development Block Grant.

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
CDBG Competitive Agencies				
<i>Public Service Agencies</i>				
Domestic Violence Shelter & Services, Inc.	\$ 32,151	\$ 9,650	\$ 9,650	\$ 9,650
Good Shepherd Ministries/Wilmington Interfaith	\$ 101,620	\$ 117,523	\$ 117,523	\$ 117,523
LINC - Leading Into New Communities	\$ 10,597	\$ -	\$ -	\$ -
First Fruit Ministries	\$ 21,535	\$ 22,827	\$ 22,827	\$ 22,827
<i>Public Facilities (Capital Projects)</i>				
Community Boys & Girls Club	\$ -	\$ 40,000	\$ 40,000	\$ -
Child Development Center	\$ -	\$ 33,000	\$ 33,000	\$ -
Total CDBG Competitive Agencies	\$ 165,903	\$ 223,000	\$ 223,000	\$ 150,000
Grand Total Competitive Agencies	\$ 636,276	\$ 848,903	\$ 849,543	\$ 750,903

CIVIC DEVELOPMENT PARTNER AGENCY APPROPRIATIONS

The City also provides funding to Civic Development Partner agencies through the General Fund such as those that provide economic and physical development, cultural and recreational programs, or boards and commissions that enhance the area and quality of life for its citizens. Applications through the General Fund for these agencies are also considered through a competitive process. FY17 marked the first year of a three year contract with the agencies below. This budget is the 2nd year of that process.

Civic Development Partner Agencies

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Economic Civic Partners				
<i>Economic Development</i>				
Wilmington Business Development	\$ 87,551	\$ 100,000	\$ 100,000	\$ 100,000
Wilmington Downtown, Inc.	\$ 66,325	\$ 86,000	\$ 86,000	\$ 86,000
Wilmington Regional Film Commission	\$ 119,500	\$ 121,890	\$ 121,890	\$ 121,890
<i>Cultural and Recreation</i>				
Entrepreneur Center	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Cucalorus Film Foundation	\$ 20,000	\$ 22,000	\$ 22,000	\$ 22,000
Arts Council	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Cameron Art Museum	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Wilmington Jewish Film Festival	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Children's Museum of Wilmington	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Economic Civic Partner Agencies	\$ 400,376	\$ 446,890	\$ 446,890	\$ 446,890

OTHER GENERAL FUND AGENCY APPROPRIATIONS

Other General Fund agencies include those that provide quality of life for the citizens of the greater Wilmington region and are considered annually in the budget. These agencies do not go through an application process.

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Other General Fund Agencies				
<i>Agencies</i>				
Battleship Fireworks	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Thalian Hall Center for the Performing Arts	\$ 131,742	\$ 132,664	\$ 132,664	\$ 133,991
Community Arts Center	\$ 53,700	\$ 53,700	\$ 53,700	\$ 54,237
Cape Fear Public Utility Authority	\$ -	\$ -	\$ -	\$ 4,000
Forgivable Loans	\$ 15,000	\$ -	\$ -	\$ -
Kids Making it Summer Jobs Renovation	\$ 20,839	\$ -	\$ -	\$ 35,000
UNCW Track	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
CF COG- Continuum of Care (10 Yr Plan)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Cape Fear Future	\$ 20,000	\$ -	\$ -	\$ -
One Love Lenny Simpson Tennis	\$ 10,000	\$ -	\$ -	\$ -
Total Agencies	\$ 331,281	\$ 366,364	\$ 366,364	\$ 407,228

Of special note related to the above agencies are two new initiatives. Cape Fear Public Utility Authority is receiving \$4,000 to help customers at-risk of losing their water and sewer services. Kids Making It is receiving \$35,000 to help the organization build a workshop allowing them to work with more of the community's youth.

Boards and Commissions

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Boards and Commissions				
City Boards	\$ 18,231	\$ 6,500	\$ 18,820	\$ 6,500
Sister City Commission	\$ 2,138	\$ 2,500	\$ 2,500	\$ 2,500
Civil Service Appeals	\$ -	\$ -	\$ -	\$ 8,500
Total Boards and Commissions	\$ 20,369	\$ 9,000	\$ 21,320	\$ 17,500

Grand Total General Fund Agencies \$ 1,222,399 \$ 1,448,157 \$ 1,461,117 \$ 1,472,521

A new funding source has been added for FY18 to help fund civil service appeals in the amount of \$8,500.

CONTINGENCY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Contingency				
Council Contingency	\$ -	\$ 100,000	\$ 99,360	\$ 100,000
Contingency for Economic Development	\$ -	\$ 100,000	\$ 75,000	\$ 100,000
Total	\$ -	\$ 200,000	\$ 174,360	\$ 200,000

Contingency funds are budgeted for unforeseen needs that may arise during the fiscal year. Any use of contingency funds must be approved by City Council.

ECONOMIC INCENTIVES

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Economic Incentives				
Pharmaceutical Product Development	\$ 115,125	\$ 125,000	\$ 125,000	\$ 125,000
Castle Branch	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Live Oak Bank	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
AAI Pharma	\$ 142	\$ 45,000	\$ 45,000	\$ 45,000
Wrightsville Beach Galleria	\$ 7,224	\$ 7,224	\$ 7,224	\$ 7,224
Miscellaneous Incentives	\$ -	\$ 50,000	\$ 50,000	\$ 100,000
Total	\$ 222,491	\$ 327,224	\$ 327,224	\$ 377,224

Incentive payment agreements with PPD, Castle Branch, Live Oak Bancshares and AAI Pharma are in FY18. Also included is a contractual payment to Wrightsville Beach for the annexation of the Galleria property as well as a miscellaneous incentive funding.

TRANSFERS

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Transfers				
Debt Service	\$ 9,971,933	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832
Special Purpose	\$ 774,503	\$ 650,356	\$ 729,834	\$ 646,108
Community Block Grant	\$ 9,321	\$ -	\$ -	\$ -
CDBG/HOME Grant & Loan Administration	\$ 184,096	\$ 207,077	\$ 198,719	\$ 305,234
HOME Investment Partners	\$ -	\$ -	\$ 8,358	\$ -
Capital Projects Streets and Sidewalks	\$ 352,500	\$ 3,352,266	\$ 3,352,266	\$ -
Capital Projects Parks and Recreation	\$ 118,788	\$ -	\$ 16,105	\$ -
Capital Projects Public Facilities	\$ 510,850	\$ 35,000	\$ 3,320,357	\$ 7,960,200
Capital Projects Public Improvement	\$ -	\$ 1,755,104	\$ 1,732,424	\$ -
Solid Waste Management Fund	\$ -	\$ 29,866	\$ 29,866	\$ 29,866
Technology Replacement Fund	\$ 480,000	\$ 349,915	\$ 372,595	\$ 324,365
Loan Fund: Rehabilitation	\$ -	\$ -	\$ -	\$ -
Loan Fund: HOP Revolving	\$ -	\$ 50,000	\$ 50,000	\$ 100,000
Loan Fund: Legal and Forgivable Loans	\$ -	\$ 350,000	\$ 350,000	\$ 300,000
Total Transfers	\$ 12,401,991	\$ 16,114,416	\$ 19,495,356	\$ 19,000,605

The FY18 Sundry Transfers budget provides for approximately \$9.3 million to the Debt Service Fund, which represents existing debt service previously incorporated into the property tax rate. This level of funding will continue until that debt is retired.

Transfers to the Special Purpose Fund moves funding into life-to-date projects for various programs. The budget for FY18 includes:

- Annual Affordable Housing Summit: \$7,000
- Metropolitan Planning Administration (WMPO): \$260,846
- SABLE: \$178,262
- Safelight: \$200,000

The General Fund subsidizes the community development activities in the CD/HM Grant and Loan Administration Fund, which is funded primarily with Community Development Block Grant and HOME funds from the federal government. The General Fund contribution for FY18 is \$305,234.

The \$324,365 to the Technology Replacement Fund provides for the costs associated with the City's transition to a hosted environment also known as cloud computing.

The establishment of a City of Wilmington/New Hanover County Ad hoc Committee on Improving Workforce/Affordable Housing has been developing their recommendation throughout the current fiscal year. The committee provided their recommendations to both the City and the County in April of 2017. The FY18 Adopted budget has a \$400,000 placeholder in the budget pending a joint City Council/County Board meeting to determine what recommendations from the Ad hoc Committee should be supported going forward.

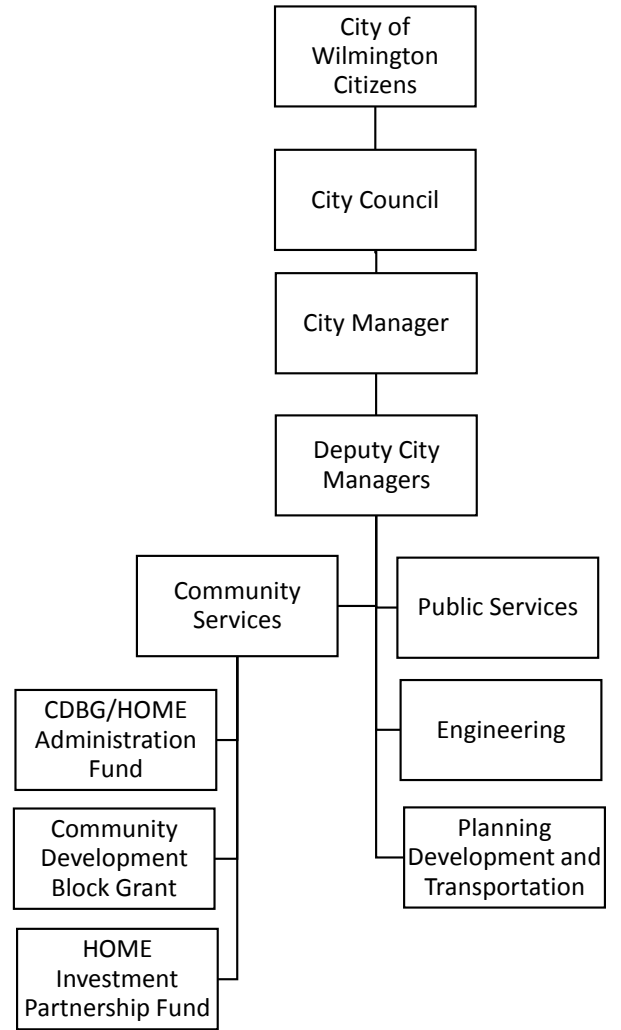
It is anticipated that a portion of the \$400,000 will also continue to fund those programs that aid low income owner-occupied housing and rehabilitations programs at a similar level as FY17. Those programs include:

- Homeownership Opportunity Program
- Minor Repairs up to \$10,000
- Owner-occupied housing rehabilitation programs up to \$75,000

These funds are located in a transfer account to the HOP revolving Loan (\$100,000) and the Legal and Forgivable Loans (\$300,000)

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COMMUNITY DEVELOPMENT



COMMUNITY SERVICES

The **Community Services** department encompasses programs designed to improve the quality of life for all City residents regardless of age or economic standing.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Administration					
Personnel	\$ 169,026	\$ 160,233	\$ 140,548	\$ 161,398	0.7%
Benefits	\$ 43,160	\$ 43,732	\$ 43,732	\$ 44,653	2.1%
Operating	\$ 10,419	\$ 9,256	\$ 8,987	\$ 9,124	-1.4%
Administration Total	\$ 222,605	\$ 213,221	\$ 193,267	\$ 215,175	0.9%
Code Enforcement					
Personnel	\$ 212,861	\$ 272,293	\$ 274,243	\$ 264,669	-2.8%
Benefits	\$ 63,452	\$ 85,630	\$ 85,606	\$ 96,534	12.7%
Operating	\$ 168,440	\$ 287,332	\$ 368,149	\$ 305,706	6.4%
Outlay	\$ 1,588	\$ 24,200	\$ 30,287	\$ -	-100.0%
Code Enforcement Total	\$ 446,341	\$ 669,455	\$ 758,285	\$ 666,909	-0.4%
Parks and Recreation					
Personnel	\$ 3,561,095	\$ 3,891,629	\$ 3,771,811	\$ 3,979,702	2.3%
Benefits	\$ 1,091,530	\$ 1,203,199	\$ 1,202,149	\$ 1,350,623	12.3%
Operating	\$ 1,877,280	\$ 2,039,279	\$ 2,273,133	\$ 2,142,411	5.1%
Outlay	\$ 80,714	\$ 90,000	\$ 113,793	\$ 126,785	40.9%
Miscellaneous	\$ (42)	\$ -	\$ -	\$ -	0.0%
Parks and Recreation Total	\$ 6,610,577	\$ 7,224,107	\$ 7,360,886	\$ 7,599,521	5.2%
Allocated Cost					
Allocated Cost	\$ (46,075)	\$ (49,699)	\$ (49,699)	\$ (49,699)	0.0%
Allocated Cost Total	\$ (46,075)	\$ (49,699)	\$ (49,699)	\$ (49,699)	0.0%
Community Services Total	\$ 7,233,447	\$ 8,057,084	\$ 8,262,739	\$ 8,431,906	4.7%
Authorized Positions					
Community Services Administration	2	2	2	2	
Code Enforcement	5	6	6	6	
Parks and Recreation	72	77	75	77	
Total Positions	79	85	83	85	

Division Description

The ***Administration*** division's primary responsibility is the oversight, coordination, and management of all departmental activities.

The primary responsibility of the ***Code Enforcement*** division is to enforce City ordinances and educate citizens on maintaining a healthy and safe environment.

The ***Parks and Recreation*** division provides an array of services such as individual and team activities to youth and adults for improvement in mental health, health maintenance, and promotion of positive sportsmanship. It also provides outlets for social interaction, physical activity, environmental awareness, and to support community integration through creative programming for the total family and to make a positive impact towards their quality of life. The Parks, Landscape and Tree Maintenance section maintains landscaping and trees in City greenways and supports over 50 public parks and playgrounds throughout the City. Additionally the division provides set-up and support for press conferences and special meetings throughout City departments.

The ***Community Development and Housing*** division administers federal, state and local funding to benefit low-to-moderate income citizens by supporting the production and rehabilitation of affordable housing, assistance for homebuyers and numerous community-based organizations that serve at-risk youth, elderly, homeless, victims of abuse and neglect, disabled, and other special populations. The Community Development and Housing division works to leverage limited funding by working in collaboration with the non-profit and private sectors to address a variety of issues impacting the quality of life in a community.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Tree Disposal Services

Division: Trees
Total Cost: (\$133,023)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$133,023 of funding was removed from the base budget. This funding was for contracting of tree removal services (year 3 of 3).

B. Supporting Equipment and Vehicle for New Parks Crew

Division: Parks and Landscape
Total Cost: (\$90,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$90,000 of one-time funding was removed from the base budget. This funding was for a truck, trailer and mower that supported the parks crew authorized in the FY17 budget.

C. Supporting Equipment and Vehicle for New Position

Division: Code Enforcement
Total Cost: (\$24,200)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$24,200 was removed from the base budget. This funding supported the purchase of a vehicle (\$22,000) and a computer (\$2,200) for the Code Enforcement Officer authorized in the FY17 budget.

D. Addition of Tree Trimmer

Division: Trees
Total Cost: \$0
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.1
Position(s): Full Time Equivalent: 1; Part-Time: 0.00
Description: Three year funding for the removal of the tree disposal backlog ended in FY17. Department feels replacing contract cost with an actual three person crew is a better service. This initiative added one tree trimmer through a base shift a total of \$47,927.

E. Standby Program Increase

Division: Parks

Total Cost: \$0

Priority: Outside Directive

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In a base shift, the department dedicated \$3,721 to the shared standby program (Public Services, Stormwater & Parks) to allow for 3 staff members, one from each division to provide the skills and resources available to properly respond to any type of call. The same type of base shift can be found in Stormwater and Parks.

F. Addition of Two (2) Part-time Seasonal Recreation Assistants

Division: Rec Intervention

Total Cost: \$0

Priority: Strategic Plan: Provide Sustainability and Adaptability 1.1

Position(s): Full Time Equivalent: 0; Part-Time: 0.24

Description: Two part-time seasonal Recreation Assistants were added at the Martin Luther King Center. Each position is a .12 FTE at \$11.28/hour. Total impact for both including Social Security and Medicare is \$6,072. This funding was shifted from another purpose to meet this need.

G. Changes to Position Control for Part-time Positions

Division: Multiple

Total Cost: \$0

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: -2.86

Description: Due to the proposed contracted services for the Boxing Center, the Fitness Activity Instructor positions (5) are being closed. Other part time positions have been either closed or modified with a net effect of a (2.86) reduction in position control.

H. Budget Adjustment: Large Equipment Legion Stadium

Division: Concessions

Total Cost: \$0

Priority: Budget Adjustment

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: A total of \$2,000 of one-time funding was shifted to the Concessions budget correcting an error made in FY17. With this increase, there will be \$10,000 in funding for large equipment needs, such as refrigerators, at Legion Stadium.

Budget Modifications

A. Equipment: Litter Vacuum

Division: Parks and Landscape

Total Cost: \$16,200

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: EV-2 Litter Vacuum Kawasaki purchase for \$16,200 for the ROW Crews. The equipment is needed to begin a pilot program to modify the ways in which the Parks and Landscape division collects litter in parks and right-of-ways.

B. Contracted Temp Services: Laserfiche Services

Division: Code Enforcement

Total Cost: \$20,748

Priority: Strategic Plan: Provide Sustainability and Adaptability 7.3

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Contracting temp services for \$20,748 to scan documents in to Laserfiche in Code Enforcement. This process streamlines how the division manages information.

C. Tree Planting

Division: Trees

Total Cost: \$25,000

Priority: Outside Directive

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Enhancement request of \$25,000 for tree planting ensuring the planting of 75 to 125 trees. The intent of the funding is to re-establish the tree planting program as an on-going budgeted item.

D. Northern Riverfront & Trash Collection at City Parks

Division: Parks and Landscape

Total Cost: \$27,552

Priority: Strategic Plan: Provide Sustainability and Adaptability 1.1

Position(s): Full Time Equivalent: 0; Part-Time: 0.48

Description: Solid Waste's Downtown Services has 2 staff collecting trash in 25 park locations that equates to half of their time collecting Park's trash. The growth in the central downtown business district requires their time to be redirected to downtown activities and no longer picking up trash for the Parks division. In order for Parks to pick-up this increased workload, they require part-time staff and a seasonal contract temp worker totaling \$18,185. The Parks crew will be turning in an old stakebed truck and replacing it with an F350. \$5,420 is needed for the purchase of the truck with an annual increase to replacement costs of \$3,409. Other operating costs total \$538.

E. Inland Greens Phase II

Division: Rec Facilities
Total Cost: \$259,410
Priority: Strategic Plan: Promote Culture Art and Public Spaces 5.1
Position(s): Full Time Equivalent: 1; Part-Time: 1.44
Description: FY17 funded a small parks crew who's primary job was to maintain Inland Greens as well as right of ways and smaller parks throughout the city. This year, funding covers Phase II that includes running a Par 3 golf course. Staff required for this service totals \$96,213 and includes 1 recreation coordinator and 3 part-time staff at 0.48 FTE's or 19 hours a week. Required equipment includes 2 mowers that will be leased, the purchase of a debris blower, accessories for mower - tooth dethatcher, top dresser, utility vehicle, fertilizer spreader and a greens roller at a cost of \$75,922. Other operating cost such as consumables, 2 temporary staff through outside contract, supplies and materials, motor fuel totals \$86,070. Total package for Inland Greens is \$259,410.

Performance Measures

Promote Culture, Arts and Public Spaces		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To provide abundant well maintained City park system and athletic facilities					
Objective: To maintain overall citizen satisfaction with maintenance and appearance of City parks per citizen survey	Measure: Achieve 75% or higher satisfaction rating on biennial citizen survey	N/A	80%	79%	80%
Foster a Prosperous, Thriving Economy		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To develop and preserve an increased stock of affordable housing alternatives accessible to all citizens in need					
Objective: To develop new affordable housing, including homeowner and rental	Measure: Number of new units of affordable homeowner and rental housing constructed/ completed	0	31	25	8
Goal: To operate first class sports and entertainment facilities designed to attract significant athletic and cultural attractions to the City of Wilmington					
Objective: To maximize the use and revenue opportunities of City recreation facilities	Measure: Number of rounds played at the Inland Greens Golf Course	0	0	0	7,000

Create a Safe Place	FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
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Goal: To enhance quality of life, and protect public health and safety, through targeted code enforcement initiatives

Objective: To decrease the number of City initiated demolitions and voluntary demolitions, which maintain the housing stock by increasing the number of rehabilitations through the minimum housing initiatives	Measure: Percentage of rehabilitations to demolitions	66%	75%	87%	85%
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Provide Sustainability and Adaptability	FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
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Goal: To provide for current and growing demand for recreational programming, greenways, and first class facilities, ensuring that service gaps and future capacity requirements are addressed

Objective: To complete construction of the Gary Shell Cross-City Trail	Measure: Number of sections complete	13	14	13	14
Objective: To maintain facility levels to meet demand	Measure: Number of parks and recreation facilities in the current year Capital Improvement Program	0	3	16	16

CDBG/HOME GRANT AND LOAN ADMIN FUND

The **CDBG/HOME Grant and Loan Fund** was established in FY10 to capture the costs associated with the City's community development and housing activities.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to
Revenue					
Transfer from CDBG	\$ 386,775	\$ 487,100	\$ 487,100	\$ 435,454	-10.6%
Transfer from General Fund	\$ 184,096	\$ 207,077	\$ 198,719	\$ 305,234	47.4%
Transfer from HOME	\$ 68,944	\$ 58,715	\$ 67,073	\$ 63,415	8.0%
Revenue Total	\$ 639,815	\$ 752,892	\$ 752,892	\$ 804,103	6.8%
Appropriations					
Personnel	\$ 407,587	\$ 465,204	\$ 465,429	\$ 471,684	1.4%
Benefits	\$ 118,741	\$ 144,598	\$ 144,615	\$ 182,952	26.5%
Operating	\$ 67,412	\$ 93,391	\$ 93,149	\$ 99,768	6.8%
Allocated Cost	\$ 46,075	\$ 49,699	\$ 49,699	\$ 49,699	0.0%
Appropriations Total	\$ 639,815	\$ 752,892	\$ 752,892	\$ 804,103	6.8%
Authorized Positions	8	8	8	8	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Budget Modifications

A. Software Rental/Licensing

- Division:** Multiple
- Total Cost:** \$4,800
- Priority:** Strategic Plan: Provide Sustainability and Adaptability 5.3
- Position(s):** Full Time Equivalent: 0; Part-Time: 0.00
- Description:** Software licenses for Project Management Software for 5 staff members at \$80 per month for each totaling \$4,800 annually.

B. Increase Hours of Existing Part-time Fiscal Support Technician

Division: Accounting

Total Cost: \$3,547

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Increase hours of existing part time Fiscal Support Technician position from 15 to 19 hours per week for a total increase of \$3,547.

COMMUNITY DEVELOPMENT BLOCK GRANT

The **Community Development Block Grant (CDBG)** Entitlement Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

BUDGET SUMMARY

	FY17 Adopted	FY18 Adopted
Housing		
Home Ownership Program (HOP)	\$ 227,398	\$ -
Housing Delivery Costs	\$ 205,000	\$ 205,000
Undesignated	\$ -	\$ 301,815
Housing Total	\$ 432,398	\$ 506,815
Program Administration and Planning		
CDBG Activities	\$ 236,100	\$ 230,454
Program Administration and Planning Total	\$ 236,100	\$ 230,454
Public Facilities		
Domestic Violence	\$ 9,650	\$ 9,650
First Fruit Ministries	\$ 22,827	\$ 22,827
Good Shepherd	\$ 117,523	\$ 117,523
Public Facilities Total	\$ 150,000	\$ 150,000
Public Services		
Child Development Center	\$ 33,000	\$ -
Community Boys and Girls	\$ 40,000	\$ -
Public Services Total	\$ 73,000	\$ -
Grand Total	\$ 891,498	\$ 887,269

Budget Overview

In program year 2018, the City anticipates \$871,498 in CDBG entitlement funds and \$484,147 in HOME entitlement funds. One hundred percent of CDBG funds are anticipated to be used for the benefit of low-to-moderate income persons.

The proposed projects and programs for implementation in the coming fiscal year include projects to increase the supply of affordable rental housing; foster homeownership; preserve and rehabilitate existing housing stock; and provide services and support for the homeless, including ex-offenders, victims of domestic violence and at-risk youth. Resources are made available to provide for services to improve neighborhoods and serve citizens, including at-risk youth.

HOME INVESTMENT PARTNERSHIP FUND

The **HOME Investment Partnerships Program** (HOME) provides formula grants to states and localities that communities use, often in partnership with local nonprofit groups, to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income persons.

BUDGET SUMMARY

	FY17	FY18
	Adopted	Adopted
Housing		
CHDO - Cape Fear Regional CDC	\$ 178,649	\$ -
CHDO'S	\$ -	\$ 95,122
Housing Rehabilitation	\$ 277,161	\$ -
Non-CHDO Housing	\$ 72,622	\$ -
Undesignated	\$ -	\$ 475,610
Housing Total	\$ 528,432	\$ 570,732
Program Administration and Planning		
HOME Planning and Administration	\$ 58,715	\$ 63,415
Program Administration and Planning Total	\$ 58,715	\$ 63,415
Grand Total	\$ 587,147	\$ 634,147

Budget Overview

In program year 2018, the City anticipates \$871,498 in CDBG entitlement funds and \$484,147 in HOME entitlement funds. One hundred percent of CDBG funds are anticipated to be used for the benefit of low-to-moderate income persons.

The proposed projects and programs for implementation in the coming fiscal year include projects to increase the supply of affordable rental housing; foster homeownership; and preserve and rehabilitate existing housing stock. Resources are made available to provide neighborhood improvements through the creation of affordable housing to serve low to moderate income citizens.

PLANNING, DEVELOPMENT AND TRANSPORTATION

The **Planning, Development and Transportation** department is comprised of the Planning and Traffic Engineering divisions. The department provides technical support to ensure growth and redevelopment contribute to the quality of life in the City of Wilmington.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Administration					
Personnel	\$ 180,540	\$ 241,340	\$ 241,340	\$ 236,001	-2.2%
Benefits	\$ 43,414	\$ 63,998	\$ 64,313	\$ 64,358	0.6%
Operating	\$ 13,632	\$ 22,745	\$ 23,063	\$ 23,077	1.5%
Outlay	\$ 1,031	\$ -	\$ -	\$ -	0.0%
Administration Total	\$ 238,616	\$ 328,083	\$ 328,716	\$ 323,436	-1.4%
Planning					
Personnel	\$ 1,000,793	\$ 1,074,297	\$ 1,074,297	\$ 1,139,475	6.1%
Benefits	\$ 274,233	\$ 317,691	\$ 317,070	\$ 348,347	9.6%
Operating	\$ 237,088	\$ 124,174	\$ 423,174	\$ 125,929	1.4%
Outlay	\$ 4,944	\$ 2,700	\$ 3,700	\$ 2,236	-17.2%
Planning Total	\$ 1,517,058	\$ 1,518,862	\$ 1,818,241	\$ 1,615,987	6.4%
Transportation Traffic					
Personnel	\$ 1,201,767	\$ 1,237,145	\$ 1,232,978	\$ 1,264,409	2.2%
Benefits	\$ 362,669	\$ 390,229	\$ 390,730	\$ 414,595	6.2%
Operating	\$ 1,663,082	\$ 1,939,576	\$ 1,991,704	\$ 1,919,659	-1.0%
Outlay	\$ 9,624	\$ 10,000	\$ 14,000	\$ -	-100.0%
Transportation Traffic Total	\$ 3,237,142	\$ 3,576,950	\$ 3,629,412	\$ 3,598,663	0.6%
Allocated Cost					
Allocated Cost	\$ (8,021)	\$ -	\$ -	\$ -	0.0%
Allocated Cost Total	\$ (8,021)	\$ -	\$ -	\$ -	0.0%
PDT Total	\$ 4,984,794	\$ 5,423,895	\$ 5,776,369	\$ 5,538,086	2.1%
Authorized Positions					
PDT Administration	3	3	3	3	
Planning	17	18	18	19	
Traffic Engineering	23	23	23	23	
Total Positions	43	44	44	45	

Division Description

The **Administrative** function provides management and leadership to the three Divisions of the Planning, Development and Transportation Department, while also coordinating department activities with the activities of other city departments.

The **Traffic Engineering** division provides the traffic signal system management, roadway signs and pavement markings, management of street lighting, neighborhood traffic management and SafeLight program management services.

The **Planning Division** provides development review, maintenance of development regulations, historic preservation planning, zoning administration and enforcement, floodplain administration, boards and commissions administration, comprehensive planning, urban design and placemaking assistance, neighborhood and special area planning, environmental planning, geospatial planning and analysis, and special projects services.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Streetlights

Division: Traffic
Total Cost: (\$67,640)
Priority: Held Harmless
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Decrease of \$67,640 in estimated street lighting charges are expected in FY18 due in large part to savings with upgraded LED lights and estimated acceptance of roads.

B. Upgrading Traffic Signals

Division: Traffic
Total Cost: (\$10,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding totaling \$10,000 that supported upgrading two NCDOT signals to Flashing Yellow Arrow design has been removed from the budget.

C. Signals

Division: Traffic
Total Cost: (\$6,000)
Priority: Held Harmless
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Decrease of \$6,000 in estimated signal charges are expected in FY18 due to savings from upgrading LEDs and rate reduction trends.

D. Supporting Equipment for New Position

Division: Planning
Total Cost: (\$2,700)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding supporting the purchase of a new computer totaling \$2,700 was removed from the budget.

Budget Modifications

A. Reclassify Zoning Administrator Grade

Division: Planning
Total Cost: \$5,928
Priority: Continuance of Service Provide Sustainability and Adaptability 1.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Planning division to reclassify the Zoning Administrator position from E6 to E7 to align the position with the responsibilities and tasks required.

B. Neighborhood Traffic Calming Strategy

Division: Traffic
Total Cost: \$30,000
Priority: Strategic Plan: Support Efficient Transportation Systems 2.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Funding in the amount of \$30,000 will be used to pilot traffic calming strategies on high risk roads. This funding complements \$89,000 budgeted in a Neighborhood Traffic project already in existence.

C. Administrative Support Position

Division: Planning
Total Cost: \$42,731
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2
Position(s): Full Time Equivalent: 1; Part-Time: 0.00
Description: The funding allows the Planning division to hire a full-time Administrative Technician position at the N2 salary grade. Funding includes salary (\$26,250) plus benefits, a computer and participation in the pc replacement program and software. The position will streamline the preparing and archiving of minute meetings for Planning Commission, Subdivision Review Board and the Historic Preservation. In addition this person will assist with the development review process.

Performance Measures

Support Efficient Transportation Systems		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To promote regional mobility within the City of Wilmington and the Cape Fear Region by integrating transportation and land use policies and procedures					
Objective: To develop corridor studies, collector street plans, and transportation studies that provide guidance for opportunities to integrate transportation and land-use planning	Measure: Number of plans completed that include transportation and land use recommendations	4	3	2	2
Engage in Civic Partnerships		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To develop and implement a public outreach program by fostering relationships and civic partnerships					
Objective: To promote education and outreach initiatives	Measure: Number of attendees at sponsored meetings	1,450	1,500	1500	1600
Objective: To apply for transportation related grants that will promote transportation in the City of Wilmington	Measure: Number of grant applications submitted	1	1	1	1

Foster a Prosperous, Thriving Economy		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To facilitate responsive plan review and technical assistance within the Planning, Development and Transportation Department					
Objective: To maintain a 15 business day completion rate on initial review submittal for development review through the utilization of ProTrak	Measure: Percent of initial plan reviews completed within 15 business days/total initial plan submittals	95%	90%	90%	90%
Objective: To maintain a 10 business day completion rate on re-submittal plan review	Measure: Percent of re-submitted plan reviews completed within 10 business days/total number of re-submittal plans	78%	90%	82%	90%

PLANNING, DEVELOPMENT AND TRANSPORTATION: WMPO

The City of Wilmington serves as the Lead Planning Agency for the **Wilmington Metropolitan Planning Organization** (WMPO). As a federally-mandated and federally-funded entity, the Wilmington MPO is tasked with providing a regional and cooperative transportation planning process that serves as the basis for the expenditure of all federal transportation funds in the greater Wilmington area. The WMPO is required to prepare long range transportation plans for the planning area with a minimum of a 20-year horizon. Additionally, the WMPO prepares an annual planning work program and assists with the prioritization of projects for inclusion in the State Transportation Improvement Program (outlines NCDOT’s funding for a 10-year period).

BUDGET SUMMARY

	FY17	FY18	Change
	Adopted	Adopted	FY17 to FY18
WMPO - Revenue			
General Fund Contribution	\$ 222,309	\$ 193,126	-13.1%
City of Wilmington	\$ 51,420	\$ 67,720	31.7%
New Hanover County	\$ 41,533	\$ 54,699	31.7%
Pender County	\$ 11,570	\$ 15,238	31.7%
Town of Leland	\$ 6,530	\$ 8,600	31.7%
Brunswick County	\$ 4,394	\$ 5,787	31.7%
Town of Carolina Beach	\$ 2,759	\$ 3,633	31.7%
Town of Wrightsville Beach	\$ 1,196	\$ 1,575	31.7%
Town of Kure Beach	\$ 976	\$ 1,286	31.8%
Town of Belville	\$ 940	\$ 1,238	31.7%
Town of Navassa	\$ 732	\$ 965	31.8%
UMTA Planning Section 5303	\$ 64,000	\$ 64,000	0.0%
NCDOT Planning	\$ 8,000	\$ 8,000	0.0%
NCDOT Highways	\$ 216,200	\$ 271,096	25.4%
NCDOT STP DA	\$ 240,000	\$ 339,869	41.6%
Transportation Planning	\$ 50,000	\$ -	-100.0%
WMPO Revenue Total	\$ 922,559	\$ 1,036,832	12.4%
WMPO - Appropriations			
Personnel	\$ 563,272	\$ 624,826	10.9%
Benefits	\$ 174,425	\$ 205,777	18.0%
Operating	\$ 184,862	\$ 206,229	11.6%
WMPO Appropriations Total	\$ 922,559	\$ 1,036,832	12.4%
Authorized Positions	10	11	

Budget Overview

The City of Wilmington serves as the Lead Planning Agency for the Wilmington Metropolitan Planning Organization (WMPO). Due to additional funding sources now afforded the Transportation Management Area (TMA) designation bestowed upon the City in FY14, and to properly monitor, verify and record expenditures associated with the multiple funding sources as well as account for the multi-member match contributions, the Metropolitan Planning Administration Special Purpose project was established.

The WMPO is housed in the Planning, Development and Transportation Department but the budget resides in the Special Purpose Fund. The WMPO Budget Summary reflects funding for the continuation of regional transportation management. The variance in personnel is related to the addition of one full-time GIS Analyst and a reclassification of the Traffic Counter position. The benefits in the WMPO increased due to the city-wide health insurance increases. Overall, the WMPO budget increased by 12.4%.

Budget Modifications

A. Reclassify Traffic Counter Grade

Division: MPO
Total Cost: \$4,807
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the WMPO to reclassify the Traffic Counter position from an N1 to N3 salary grade at an increase of \$4,000 in salary plus benefits. And, due to the funding structure of the WMPO, the City of Wilmington financial impact for this request is \$406.

B. MPO Special Studies

Division: MPO
Total Cost: \$15,000
Priority: Strategic Plan: Support Efficient Transportation Systems 1.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the WMPO to continue with planned regional transportation studies as well as ensure funding is available for the Metropolitan Transportation Plan in FY18. And, due to the funding structure of the WMPO, the City of Wilmington financial impact for this request is \$1,264.

C. GIS Analyst Position

Division: MPO

Total Cost: \$69,778

Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2

Position(s): Full Time Equivalent: 1; Part-Time: 0.00

Description: The funding allows the WMPO to hire a full time GIS Analyst. Funding includes salary (\$46,540) plus benefits, office supplies, technology equipment, training and business travel, a computer and participation in the pc replacement fund, and office furniture. And, due to the funding structure of the WMPO, the City of Wilmington financial impact for this request is \$5,879. This position will perform data analysis for the MPO partners and allow jurisdictions to better navigate and utilize transportation data sets and analysis techniques.

PUBLIC SERVICES

The **Public Services** department is responsible for streets, City buildings and facilities, stormwater services (managed through the Storm Water enterprise fund) and solid waste services (managed through the Solid Waste enterprise fund).

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Administration					
Personnel	\$ 285,062	\$ 343,782	\$ 345,678	\$ 328,706	-4.4%
Benefits	\$ 78,972	\$ 101,462	\$ 102,263	\$ 103,240	1.8%
Operating	\$ 29,988	\$ 42,178	\$ 49,081	\$ 37,081	-12.1%
Outlay	\$ 2,154	\$ -	\$ -	\$ -	0.0%
Administration Total	\$ 396,176	\$ 487,422	\$ 497,022	\$ 469,027	-3.8%
Buildings					
Personnel	\$ 436,784	\$ 481,161	\$ 480,561	\$ 493,532	2.6%
Benefits	\$ 130,170	\$ 155,258	\$ 155,192	\$ 145,429	-6.3%
Operating	\$ 2,186,173	\$ 2,411,237	\$ 2,391,350	\$ 2,329,634	-3.4%
Buildings Total	\$ 2,753,127	\$ 3,047,656	\$ 3,027,103	\$ 2,968,595	-2.6%
Streets					
Personnel	\$ 1,061,890	\$ 1,138,196	\$ 1,138,196	\$ 1,171,676	2.9%
Benefits	\$ 328,520	\$ 365,078	\$ 365,242	\$ 386,385	5.8%
Operating	\$ 672,526	\$ 706,961	\$ 696,528	\$ 692,590	-2.0%
Outlay	\$ 8,157	\$ -	\$ 32,250	\$ -	0.0%
Streets Total	\$ 2,071,093	\$ 2,210,235	\$ 2,232,216	\$ 2,250,651	1.8%
Allocated Cost					
Allocated Cost	\$ (165,660)	\$ (162,606)	\$ (162,606)	\$ (162,785)	0.1%
Allocated Cost Total	\$ (165,660)	\$ (162,606)	\$ (162,606)	\$ (162,785)	0.1%
Public Services Total	\$ 5,054,736	\$ 5,582,707	\$ 5,593,735	\$ 5,525,488	-1.0%
Authorized Positions					
Public Services Administration	5	5	5	5	
Buildings	9	10	10	10	
Streets	25	25	25	25	
Total Positions	39	40	40	40	

Division Description

The **Administration** division is responsible for oversight and management of all Public Services divisions, as well as employee development and overall financial and budget development and management. The division also houses the compliance, sustainability, and safety programs.

The **Streets** Division's mission is to maintain a simple, dependable street and sidewalk system, allowing people in Wilmington to travel safely and efficiently. To fulfill this mission, the division provides a dependable and well-maintained street system and coordinates street and sidewalk rehabilitation projects.

The Public **Buildings** division manages maintenance needs in City-owned buildings and property through a combination of preventative, corrective, and emergency maintenance.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Utilities-City Facilities

Division: Buildings
Total Cost: (\$61,066)
Priority: Held Harmless
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Utility usage is estimated to have a net effect decrease of \$61,066 across city facilities in part due to the sustainability efforts made to retrofit many of the city's lights with LEDs.

B. Budget Adjustment: Overstatement of Dumpster Cost

Division: Buildings
Total Cost: (\$1,335)
Priority: Budget Adjustment
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Correcting an error in the base budget. FY17 authorized the cost of city office and park dumpsters to moved from Solid Waste's enterprise fund and be charged to the appropriate cost center in the General Fund or Stormwater Fund. This reduction of \$1,335 in budgeted funding was meant to be presented in Stormwater Services.

C. Standby Program Increase

Division: Streets
Total Cost: \$0
Priority: Outside Directive
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In a base shift, the department dedicated \$3,488 to the shared standby program (Public Services, Stormwater & Parks) to allow for 3 staff members, one from each division to provide the skills and resources available to properly respond to any type of call. The same type of base shift can be found in Stormwater and Parks.

Budget Modifications

A. Contracted Refuse Collection

Division: Buildings
Total Cost: \$4,110
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Additional parks dumpsters for \$2,710 and existing dumpster cost increase of 1.5% for \$1,400.

B. Maintenance Contracts

Division: Buildings
Total Cost: \$6,900
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Janitorial contract for 414 Chestnut St. \$6,900.

Performance Measures

Support Efficient Transportation Systems		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To maintain the integrity of City streets and sidewalks so that there is a safe and clear passageway for all vehicular and pedestrian traffic					
Objective: Ensure the citizens receive the best quality service that enhances their quality of life	Measure: Citizens who are overall satisfied with the maintenance of City streets and sidewalks	N/A	>=33%	33%	N/A
Objective: To protect the City's investment and the public through preventative maintenance and rebuilding of sidewalks	Measure: Square yards of concrete removed and replaced per man day	3.87	3.92	4.12	5.0
Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To protect the citizens and employees by providing standards to safeguard life and limb, health, property and public welfare through both preventative and proactive facilities maintenance					
Objective: Ensure all existing facilities meet required standards while ensuring reliable and cost-effective facility usage	Measure: Square footage per facilities FTE for City-owned buildings	123,323	110,991	111,128	N/A

ENGINEERING

The **Engineering** department provides civil engineering and related services. The Administration Section establishes Technical Standards and Specifications, processes contract payments, and oversees administrative functions. The Plan Review Section regulates private development stormwater permitting, variances, sureties, official acceptance, and encroachments. The Construction Management Section oversees engineering inspections for public and private development projects; performs constructability reviews; and administers the Right-of-Way Permit program. The Capital Projects group is comprised of three sections. The Project Management Section and Design Section implement Capital Improvement Program public infrastructure projects (e.g., bridges, roadway, pedestrian & bicycle, riverfront, facilities, streetscape, and utilities). The Geomatics Section provides professional surveying and mapping services for capital projects, legal, planning, police, and operations staff.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Engineering Admin					
Personnel	\$ 1,651,879	\$ 1,908,566	\$ 1,905,016	\$ 1,970,780	3.3%
Benefits	\$ 489,323	\$ 432,448	\$ 433,576	\$ 598,661	38.4%
Operating	\$ 167,005	\$ 186,614	\$ 193,685	\$ 191,202	2.5%
Outlay	\$ 10,981	\$ -	\$ 1,000	\$ 23,840	100.0%
Allocated Cost	\$ (239,207)	\$ (312,724)	\$ (312,724)	\$ (225,214)	-28.0%
Engineering Admin Total	\$ 2,079,982	\$ 2,214,904	\$ 2,220,553	\$ 2,559,269	15.5%
Authorized Positions	30	30	30	30	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

As a note, the FICA and Medicare funding for this division was erroneously eliminated in the FY17's budget, the FY18 budget reflects the proper amount. This is the reason for the 38.4% increase seen above.

Base Budget Adjustments

A. Reclassify City Surveyor Grade

Division: Engineering
Total Cost: \$0
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Reclass the City Surveyor position from an E6 to an E7 with no salary adjustments. The City Surveyor position is currently classified based on an outdated set of job requirements.

Budget Modifications

A. Intern for Stormwater Services System Inventory Mapping

Division: Engineering
Total Cost: \$3,015
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Intern for Stormwater Services System Inventory Mapping totaling \$3,014. This intern is needed due to the complicated mapping of the downtown area and is a continuation of services from FY17.

B. Repayment Schedule to Fleet for Prepay of Truck

Division: Engineering
Total Cost: \$3,116
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Repayment schedule of \$3,116 for 8 years for the purchase of vehicle #16102 that was purchased in FY17.

C. Damage Assessment Tablets and MiFi

Division: Engineering
Total Cost: \$9,500
Priority: Strategic Plan: Create a Safe Place 7.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In order to report data to New Hanover County (NHC) Emergency Services, this request allows the Damage Assessment crews access to the system used by NHC. Needed is the purchase of 10 tablets with MiFi for each as well as data connection for existing tablets.

D. Vehicle Purchase

Division: Engineering
Total Cost: \$20,340
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Replacement of Survey Van #1805 at a cost of \$20,340.

E. Decrease to Engineering Charges to CIP

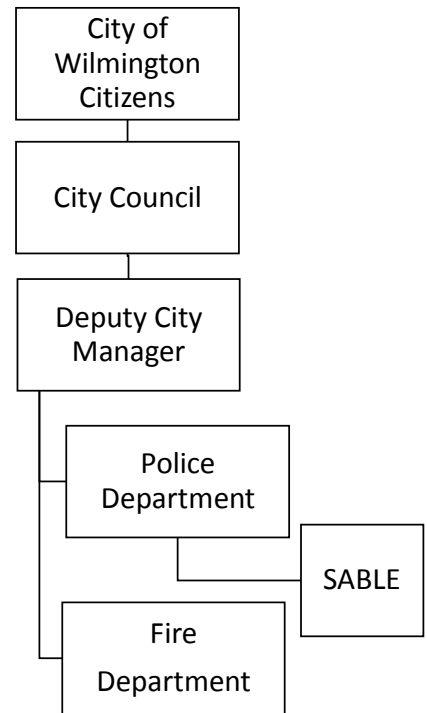
Division: Engineering
Total Cost: \$87,510
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Reduce charge back of engineering services to CIP projects by \$87,510. In FY17 the amount to charge back was \$312,724 and in FY18 it has been reduced to \$225,214. This is an increase to the General Fund of \$87,510.

Performance Measures

Foster a Prosperous, Thriving Economy		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To provide timely/responsive review of and technical assistance with development plan submittals in order to streamline the City’s permitting process					
Objective: To increase the percentage of plan review submittals reviewed within 30 calendar days	Measure: Percent of submittals reviewed within 30 days	50%	75%	61%	75%
Goal: To improve overall Engineering division performance by devoting sufficient staff time to general engineering functions					
Objective: Maintain an appropriate balance between administration and general engineering assignments	Measure: Ratio of time devoted to general engineering vs. administrative functions	0.86	1.00	0.996	1.00

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PUBLIC SAFETY



POLICE DEPARTMENT

The **Police** department provides a wide array of services aimed at protecting Wilmington residents and visitors through the prevention and reduction of crime, the enforcement of laws, and the promotion of community safety and wellbeing. Led by the Chief of Police, the department promotes Community Policing by targeting illegal drug activities, violent street crimes, and other quality of life problems.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Office Of The Chief					
Personnel	\$ 2,135,425	\$ 2,338,243	\$ 2,371,351	\$ 2,943,684	25.9%
Benefits	\$ 529,862	\$ 667,625	\$ 668,648	\$ 945,177	41.6%
Operating	\$ 270,640	\$ 333,776	\$ 409,534	\$ 316,761	-5.1%
Outlay	\$ 5,001	\$ -	\$ 400	\$ 23,262	100.0%
Office Of The Chief Total	\$ 2,940,928	\$ 3,339,644	\$ 3,449,933	\$ 4,228,884	26.6%
Administrative Services					
Personnel	\$ 2,047,861	\$ 1,894,503	\$ 1,894,503	\$ 2,010,945	6.1%
Benefits	\$ 613,318	\$ 666,112	\$ 666,132	\$ 672,908	1.0%
Operating	\$ 4,371,068	\$ 4,316,804	\$ 4,080,863	\$ 4,405,357	2.1%
Outlay	\$ 203,257	\$ 104,370	\$ 112,499	\$ 158,879	52.2%
Administrative Services Total	\$ 7,235,504	\$ 6,981,789	\$ 6,753,997	\$ 7,248,089	3.8%
Criminal Investigations					
Personnel	\$ 2,310,966	\$ 2,538,614	\$ 2,538,614	\$ 2,150,296	-15.3%
Benefits	\$ 645,220	\$ 691,893	\$ 695,656	\$ 711,299	2.8%
Operating	\$ 91,862	\$ 119,742	\$ 179,507	\$ 112,816	-5.8%
Outlay	\$ 115,844	\$ 79,661	\$ 85,168	\$ 3,600	-95.5%
Criminal Investigations Total	\$ 3,163,892	\$ 3,429,910	\$ 3,498,945	\$ 2,978,011	-13.2%
Northwest Patrol					
Personnel	\$ 6,127,521	\$ 6,003,848	\$ 6,974,936	\$ 5,624,693	-6.3%
Benefits	\$ 1,747,346	\$ 1,772,615	\$ 1,770,562	\$ 1,807,792	2.0%
Operating	\$ 579,616	\$ 416,327	\$ 361,889	\$ 431,931	3.7%
Northwest Patrol Total	\$ 8,454,483	\$ 8,192,790	\$ 9,107,387	\$ 7,864,416	-4.0%
Planning And Research					
Personnel	\$ 234,615	\$ -	\$ -	\$ -	0.0%
Benefits	\$ 71,665	\$ -	\$ -	\$ -	0.0%
Operating	\$ 15,645	\$ -	\$ -	\$ -	0.0%
Outlay	\$ 400	\$ -	\$ -	\$ -	0.0%
Planning And Research Total	\$ 322,325	\$ -	\$ -	\$ -	0.0%

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Southeast Patrol Total	\$ 5,395,872	\$ 5,496,695	\$ 5,536,144	\$ 5,002,220	-9.0%
Special Investigations					
Personnel	\$ 1,316,821	\$ 1,101,846	\$ 1,191,846	\$ 1,866,408	69.4%
Benefits	\$ 352,088	\$ 333,528	\$ 333,528	\$ 629,380	88.7%
Operating	\$ 100,644	\$ 130,700	\$ 140,534	\$ 149,398	14.3%
Outlay	\$ -	\$ 51,000	\$ 6,168	\$ -	-100.0%
Special Investigations Total	\$ 1,769,554	\$ 1,617,074	\$ 1,672,076	\$ 2,645,186	63.6%
Separation Allowance					
Separation Allowance	\$ -	\$ -	\$ 571,200	\$ 700,000	100.0%
Separation Allowance Total	\$ -	\$ -	\$ 571,200	\$ 700,000	100.0%
Police Department Total	\$ 29,282,558	\$ 29,057,902	\$ 30,589,682	\$ 30,666,806	100.0%

Authorized Positions

Office of the Chief	32	29	49	49
Administrative Services Bureau	47	32	30	32
Criminal Investigations	65	39	32	32
Lab/CSI	0	11	12	12
Northwest Patrol	114	120	111	111
Planning and Research	5	0	0	0
Southeast Patrol	68	83	76	76
Special Investigations	0	25	29	29
Total Positions	331	339	339	341

*Sworn Personnel total 278 with 2 shown in SABLE

Division Description

The **Office of the Chief** is responsible for the oversight of all law enforcement services within the City of Wilmington to include internal investigations, policy development and review, inspections, and the targeting of criminal activity through crime analysis. This division will also coordinate departmental training. The Planning and Research duties were transferred to the Office of the Chief in FY17. Planning and Research allows for greater oversight and managerial authority of critical components that directly affect the overall operation of the department's divisions. Systematic research, planning and analysis is critical to compliance with national accreditation standards, departmental staffing, benchmarking and charting its overall direction.

The **Criminal Investigations** division (CID) investigates cases for criminal trials, recovers property, participates in a multi-agency fugitive task force, handles youth-related incidents, and oversees crime scene investigation. The unit also consists of drug enforcement teams, commercial robbery, violent crime task force, Alcoholic Beverage Control (ABC) section and the FBI- JTTF (Joint Terrorism Task Force).

The **Northwest Patrol Services** division is situated in the northwest portion of the City and is responsible for high visibility, proactive policing patrols utilizing a strategy that consists of crime prevention, crime detection, and perpetrator apprehension utilizing mobile, and foot and mounted conveyances.

The **Southeast Patrol Services** division is situated in the southeast portion of the City and is responsible for high visibility, proactive policing patrols utilizing a strategy that consists of crime prevention, crime detection, and perpetrator apprehension utilizing mobile and foot conveyances. The Patrol Organized Response Team, previously the Special Operations unit, consists of Traffic, K-9, and oversees the department's Emergency Response Team (ERT), Explosive Ordinance Disposal (EOD), harbor patrol and hostage negotiation units. This division also houses the School Resource Officers and Wilmington Housing Authority Officers.

The **Administrative Services Bureau** division maintains, controls and coordinates department information and functions related to records, property/evidence control and disposal, personnel, budget, grants, logistics and recruitment.

The **Special Investigations Division** (SID) is responsible for investigations involving illegal drugs, prostitution, or any investigation involving prescription drugs or the pharmacies that distribute legal prescription drugs within the City. SID also has members of Federal Task Forces for the U.S. Drug Enforcement Administration (DEA), U.S. Marshal Service, and U.S Alcohol Tobacco Firearms and Explosives (ATF).

The **Forensic Lab** is a regional lab, serving a six county area in Southeastern North Carolina. The lab provides forensics tests for criminal cases aiding the regional analysis needs in an efficient manner. The Lab applies for its own grant funding and yields funds from outside agencies. CSI, or Crime Scene Investigations, falls under the Forensic Lab. The Forensic Lab and CSI manage the collection and analysis of evidence.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Other Equipment

Division: Multiple
Total Cost: (\$103,980)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Removal of one-time funding totaling \$103,980 for various equipment such as an arrow phone antennae, SWAT specialized equipment, night vision goggles, body cameras, laptop and fingerprinting livescan machine.

B. Vehicles

Division: Investigative Bureau
Total Cost: (\$79,661)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time funding in the amount of \$79,661 was removed from the budget which had supported the purchase of four (4) detective vehicles.

C. Radios

Division: Admin Services Bureau
Total Cost: (\$59,020)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time funding totaling \$59,020 for the purchase of Motorola radios, both portable and mobile, has been removed from the base budget.

D. Standard Issue Equipment

Division: Multiple
Total Cost: (\$21,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Removal of one-time funding supporting new personnel totaling \$21,000 has been removed from the budget.

E. On-going Equipment Replacement Programs

Division: Admin Services Bureau
Total Cost: (\$33,531)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The Police Department has safety equipment that needs maintenance and replacement on a regular basis. Put in place in the base budget this fiscal year are two replacement programs for following items: Ballistic vests and tasers. Instead of removing one-time funding from FY18 base budget, all funding related to ballistic vests (\$87,543), tasers (\$22,275) and some of the car video systems (\$2,979) were shifted to create a annual replacement program. The remainder (\$33,351) was removed from the budget as a one-time reduction. The current replacement programs in the FY18 budget include \$41,752 for 68 vests and \$75,735 for 51 tasers. This funding will remain in the budget on an ongoing basis.

F. Promotional Process

Division: Admin Services Bureau
Total Cost: (\$20,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The FY17 budget had \$50,000 in funding to conduct two (2) promotional processes. \$20,000 was removed from the budget leaving the remainder to support one (1) promotional process in FY18.

G. Training Room Equipment

Division: Office of the Chief
Total Cost: (\$13,200)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Removal of one-time funding totaling \$13,200 that related to the purchase of 12 training laptops for mobile training opportunities within the department.

H. New Police Officer Retention

Division: Multiple
Total Cost: \$0
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In an effort to resolve Police Officer retention issues a proposal for a new officer increase of 4% each year until the officer reaches market range, within the first 1-5 years, was brought forward in the FY18 budget development. The impact will be approximately \$50,000 in FY18. To mitigate this impact PD has agreed to use current resources to fund this initiative.

I. Reserve Officer

Division: Office of the Chief and Administrative Services Bureau
Total Cost: \$0
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 2.40
Description: On October 4, 2016 an ordinance was approved starting a Reserve Officer pilot program in the Police Department. The reserve officers are filling in where there is a shortage of staff therefore relieving the need to pull officers in on overtime. This budget authorizes 5 part-time reserve officers at .48 FTE each to continue the program.

Budget Modifications

A. WPD CSI Camera Equipment Replacement

Division: Lab/CSI
Total Cost: \$2,443
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Crime Scene Investigation unit to purchase one Nikon DSLR cameras, associated flashes, camera cords and lenses.

B. CALEA

Division: Office of the Chief
Total Cost: \$5,500
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding provides enhanced training funds related to CALEA accreditation, specifically three (3) personnel attend the 2017 CALEA training at \$10,000 each, accepting the re-accreditation award (2) at \$2,500 and CALEA 4yr accreditation process (4 at \$125).

C. BLET graduate Psychological Exam Services

Division: Office of the Chief
Total Cost: \$5,236
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to continue with state-mandated pre-hire BLET candidate psychological tests at \$435 each. The funding allows for twelve additional pre-hire tests.

D. WPD Crime Lab Analytical Balance/Stabilizing Slab

Division: Lab/CSI
Total Cost: \$6,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD lab to purchase an analytical balance and stabilizing marble slab to more accurately measure small volume weights for substances such as heroin.

E. Lab Forensic Chemist Training and Supplies

Division: Lab/CSI
Total Cost: \$7,885
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Lab/CSI unit to provide training and supplies for the Forensic Chemist per the NHC interlocal agreement. The interlocal agreement is active until the end of FY18.

F. Simmunition Equipment

Division: Office of the Chief and Administrative Services Bureau
Total Cost: \$11,976
Priority: Strategic Plan: Create a Safe Place 7.4
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to provide training equipment when training sworn officers on de-escalation, crisis intervention and less lethal tactics. Equipment and other professional services are needed. Equipment for this purpose includes simmunition kits, helmets, less lethal targets, hearing protection and the like.

G. Body Camera Data Storage (L3)

Division: Admin Services Bureau
Total Cost: \$12,099
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to purchase body camera data storage for individual units.

H. Lab/CSI Training Plan

Division: Lab/CSI
Total Cost: \$12,736
Priority: Strategic Plan: Provide Sustainability and Adaptability 1.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to provide training and other professional services to the Lab/CSI unit.

I. LIMS Licensing and Annual Maintenance

Division: Lab/CSI
Total Cost: \$15,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the PD Lab/CSI unit to pay for annual maintenance on the Laboratory Information Management System (LIMS), a software program purchased through grant funds. The LIMS software allows the lab to standardize the process of tracking cases and evidence, optimize workflow and provide an electronic mechanism for maintaining the overall Quality Management System under the ISO 17025-International accreditation process.

J. Furniture

Division: Multiple
Total Cost: \$15,750
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Funding in the amount of \$15,750 was authorized to replace aging furniture in the Police Department Headquarters.

K. Forensic Chemist Position Funding (April, May, June)

Division: Lab/CSI
Total Cost: \$21,073
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the PD Lab/CSI unit to continue funding in collaboration with the NC Governor's Highway Safety (GHSP) grant funding, a Forensic Chemist. The funding amount represents a portion of salary (\$14,250) and benefits, ensuring a full year funding for the position.

L. (5) L3 In-car Video Systems

Division: Admin Services Bureau
Total Cost: \$25,750
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to purchase five (5) in-car video systems to replace outdated systems. The funding includes the cost of the system (\$4,950) plus installation (\$200).

M. Traffic Motor Unit- Replace One BMW Motorcycle

Division: Admin Services Bureau
Total Cost: \$34,747
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Motor unit to purchase one (1) BMW motorcycle to replace aging motorcycle. The Motor unit has four personnel assigned but only one operating motorcycle. The funding will purchase one (1) motorcycles and one (1) antennae and allow the motorcycle to be a part of the vehicle replacement program. Motorcycle are utilized in neighborhood traffic enforcement and heavy traffic maneuvering. The plan is to replace three motorcycles over the next three fiscal years if funding allows.

N. WPD Crime Lab GCMS Equipment Lease

Division: Lab/CSI
Total Cost: \$40,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to lease the GCMS equipment which is vital to drug and alcohol testing. The current equipment has reached its life cycle and due to repairs, has been out of usage four (4) months during FY17. The upfront cost is \$142,000 plus a five year maintenance contract of \$20,000 per year totaling \$242,000 over the course of five years. The lease option is \$40,000 per year, which includes maintenance. Over the course of five years, the lease option would total \$200,000, resulting in cost delta of \$42,000.

O. Police Station Floor Replacement

Division: Admin Services Bureau
Total Cost: \$40,990
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: PD is proposing a multi-year replacement of carpet and flooring at Police Headquarters and the Northwest station. The funding of \$40,990 allows PD to remove existing vinyl on the ground floor with tile.

P. Real Time Crime Center Equipment and Training

Division: Office of the Chief
Total Cost: \$44,527
Priority: Strategic Plan: Create a Safe Place 3.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to purchase equipment to aid in the Real Time Crime Center including (4) laptops and pc replacement participation for Intelligence officers, high-end surveillance cameras with enhanced auto-focus capabilities totaling \$9,957. The funding also includes \$22,250 in training.

Q. Quartermaster Issued Uniforms and Equipment

Division: Admin Services Bureau
Total Cost: \$58,569
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows PD to equip the quartermaster's office with needed supplies and uniforms for newly graduated and existing officers.

R. Professional Services

Division: Lab/CSI
Total Cost: \$81,000
Priority: Strategic Plan: Create a Safe Place 4.1
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The Police Department will contract with the State Forensic Lab for a dedicated latent print position to be housed at the State Forensic Lab.

S. Property and Evidence Technicians (2)

Division: Admin Services Bureau
Total Cost: \$86,473
Priority: Strategic Plan: Create a Safe Place 4.1
Position(s): Full Time Equivalent: 2; Part-Time: 0.00
Description: The funding allows the PD to hire two (2) full-time Property and Evidence technicians at \$29,411 salary each. The funding includes salary and benefits. Over the past fifteen (15) years, no additional personnel have been added to this unit, but workload has increased by 92%. Currently, the unit is processing over 12,000 items annually.

T. Law Enforcement Officer Separation Allowance

Division: Separation Allowance
Total Cost: \$700,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Reporting requirements have changed per GASB 45. All Law Enforcement Officer Retirement (LEO) funding must be shown in the Public Safety Function and the total expected city contribution must be appropriated. Estimated FY18 payout for LEO totals \$700,000.

Performance Measures

Support Efficient Transportation Systems		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To reduce fatal, personal injury, and property damage crashes					
Objective: To lower the number of fatal, personal injury, and property damage crashes by 3%	Measure: Percent reduction in fatal, personal injury and property damage accidents	+4.5%	-1%	+1%	-1%
Objective: To reduce total property damage amounts in traffic collisions by 5%	Measure: Percent reduction in property damage	-6.5%	-3%	+9%	-1%
Create a Safe Place		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To reduce Part I crime within the City limits					
Objective: To lower Part I crime (murder, rape, robbery, aggravated assault, burglary, larceny, and motor vehicle theft) by 3%	Measure: Percent reduction in Part I crime	- 2%	-2%	-14%	-2%
Goal: To maintain Part I clearance rates at or above national averages					
Objective: To sustain Part I clearance rate at or above national averages based on FBI measures	Measure: Percent of Part I crimes cleared by arrest or exceptional means	+ 25%	>=24%	24.3%	>=24%
Engage in Civic Partnerships		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To foster good working relationships and positive contacts with civic groups, business owners, and citizens alike					
Objective: To increase the number of focus patrols in each patrol district by 3%	Measure: Percent increase in focus patrols initiated in New Hanover County CAD database	+49%	+10%	+11%	+3%
Objective: To reduce the number of the Wilmington Police Department sustained complaints by 5%	Measure: Percent reduction in sustained complaints received	-10%	-3%	-14%	

POLICE DEPARTMENT: SABLE

The primary purpose of the **Southeastern AirBorne Law Enforcement (SABLE)** Air Unit is to support and increase the effectiveness of Officers in the field through aerial observation and communication.

The SABLE program is a regional, multi-agency effort shared between the Wilmington Police Department, Pender County Sheriff Department and New Hanover County Sheriff Department.

BUDGET SUMMARY

	FY17	FY18	Variance
	Adopted	Adopted	
SABLE Revenues			
General Fund Contribution	\$ 161,201	\$ 178,262	10.6%
New Hanover County	\$ 30,000	\$ 30,000	0.0%
Town of Leland	\$ 3,675	\$ 3,675	0.0%
Pender County	\$ 6,500	\$ 6,125	-5.8%
Federal Forfeiture	\$ 115,744	\$ 115,744	0.0%
TOTAL SABLE Revenues	\$ 317,120	\$ 333,806	5.3%
SABLE Appropriations			
Personnel	\$ 154,893	\$ 171,221	10.5%
Benefits	\$ 35,213	\$ 36,105	2.5%
Operating	\$ 127,014	\$ 126,480	-0.4%
TOTAL SABLE Appropriations	\$ 317,120	\$ 333,806	5.3%
Authorized Positions	2	2	

Budget Overview

The General Fund is providing a transfer of \$178,262 to the SABLE project in the Special Purpose fund to provide salary and related benefits for two full time Pilots as well as three part time pilots, shown as Authorized positions in the Police Department, continue with the Budget Reserve and account for Aircraft Insurance. In the FY18 Adopted budget, a reclassification of a Command Pilot to a Lead Pilot and the transfer of a Police Corporal to fill the formerly vacant second full-time Command Pilot position occurred. A 3% compensation increase is reflected in this budget.

Budget Modifications

A. Reclassify SABLE Command Pilot to Lead Pilot

Division: SABLE

Total Cost: \$7,860

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Reclass one of the two Police Command Pilot/Warrant Officer (N7) positions to Lead Pilot (E5) including a salary increase of \$6,575 plus benefits. The incumbent provides direct supervision, coordination and management of the SABLE Aviation Unit.

FIRE DEPARTMENT

The **Fire** department provides a multitude of services dedicated to the life and property safety of residents and visitors by providing education and protection from fires and other related emergencies.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Administration					
Personnel	\$ 191,628	\$ 227,509	\$ 204,309	\$ 329,645	44.9%
Benefits	\$ 50,897	\$ 65,724	\$ 65,385	\$ 94,923	44.4%
Operating	\$ 8,724	\$ 1,824	\$ 70,140	\$ 22,227	1118.6%
Administration Total	\$ 251,248	\$ 295,057	\$ 339,834	\$ 446,795	51.4%
Community Risk Reduction					
Personnel	\$ 103,371	\$ 208,417	\$ 208,417	\$ 120,272	-42.3%
Benefits	\$ 32,076	\$ 67,606	\$ 67,606	\$ 39,174	-42.1%
Operating	\$ 11,852	\$ 11,595	\$ 10,776	\$ 19,653	69.5%
Community Risk Reduction Total	\$ 147,299	\$ 287,618	\$ 286,799	\$ 179,099	-37.7%
Fire And Life Safety					
Personnel	\$ 408,938	\$ 414,922	\$ 414,922	\$ 423,741	2.1%
Benefits	\$ 125,215	\$ 130,457	\$ 130,457	\$ 139,677	7.1%
Operating	\$ 5,984	\$ 17,391	\$ 8,202	\$ 8,975	-48.4%
Fire And Life Safety Total	\$ 540,137	\$ 562,770	\$ 553,581	\$ 572,393	1.7%
Fire Fighting					
Personnel	\$ 9,410,203	\$ 9,823,581	\$ 9,819,834	\$ 9,911,870	0.9%
Benefits	\$ 2,883,440	\$ 3,096,356	\$ 3,096,294	\$ 3,342,352	7.9%
Operating	\$ 324,865	\$ 359,929	\$ 757,105	\$ 363,318	0.9%
Outlay	\$ 26,419	\$ 49,000	\$ 49,060	\$ 37,430	-23.6%
Fire Fighting Total	\$ 12,644,927	\$ 13,328,866	\$ 13,722,293	\$ 13,654,970	2.4%
Fire Fleet Maintenance					
Personnel	\$ -	\$ 136,929	\$ 136,929	\$ 147,401	7.6%
Benefits	\$ -	\$ 49,918	\$ 49,199	\$ 51,682	3.5%
Operating	\$ 2,102	\$ 167,350	\$ 251,319	\$ 219,197	31.0%
Outlay	\$ -	\$ -	\$ -	\$ 21,000	100.0%
Miscellaneous	\$ -	\$ -	\$ 50,000	\$ -	0.0%
Fire Fleet Maintenance Total	\$ 2,102	\$ 354,197	\$ 487,447	\$ 439,280	24.0%
Support Services					
Personnel	\$ 439,232	\$ 330,581	\$ 330,581	\$ 329,087	-0.5%
Benefits	\$ 135,531	\$ 99,550	\$ 100,451	\$ 105,070	5.5%
Operating	\$ 1,667,363	\$ 1,635,485	\$ 1,574,307	\$ 1,958,937	19.8%
Outlay	\$ 132,083	\$ 96,500	\$ 99,041	\$ 72,000	-25.4%
Miscellaneous	\$ 14,777	\$ -	\$ -	\$ -	0.0%
Support Services Total	\$ 2,388,986	\$ 2,162,116	\$ 2,104,380	\$ 2,465,094	14.0%

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Training					
Personnel	\$ 341,391	\$ 282,104	\$ 282,104	\$ 290,235	2.9%
Benefits	\$ 97,777	\$ 81,359	\$ 81,009	\$ 88,440	8.7%
Operating	\$ 84,808	\$ 109,921	\$ 96,769	\$ 120,980	10.1%
Training Total	\$ 523,977	\$ 473,384	\$ 459,882	\$ 499,655	5.5%
Fire Department Total	\$ 16,498,677	\$ 17,464,008	\$ 17,954,216	\$ 18,257,286	4.5%
Authorized Positions					
Community Risk Reduction	3	3	1	1	
Fire Administration	3	3	3	3	
Fire and Life Safety	7	7	7	7	
Fire Fleet Maintenance	0	3	3	3	
Fire Support Services	8	5	5	5	
Fire Training	6	5	6	6	
Firefighting	193	196	197	197	
Total Positions	220	222	222	222	

Division Descriptions

The **Administrative** division houses the Fire Chief who oversees the Department’s coordination and management of all fire and emergency response activities.

The **Firefighting** division maintains responsibility for two primary functions. The first relates to the firefighting units who are responsible for all ground operations which include confinement, extinguishment, salvage, and overhaul operations to reduce further damage. The second function relates to emergency medical services who are generally first on the scene and provide immediate care for life-threatening injuries, controlling the scene, and preparing for the arrival of advanced life support personnel.

The **Support Services** Division’s primary responsibilities focus on the management of training division, fleet maintenance, Fire and Life Safety and the department’s budget.

The **Fire Fleet Maintenance** section, which is responsible for maintaining the department’s apparatus and vehicles in proper working condition. This includes periodic preventative maintenance to ensure the immediate availability for an emergency response.

The **Fire Training** division oversees expenditures and efforts for training and equipment in fire, water rescue, tactical rescue and hazardous materials. Battalion Chiefs will be assigned to each special team to monitor and effectively assess training needs and expenditures.

The **Fire and Life Safety** Division primarily focuses on fire safety inspections, new and existing commercial construction plan reviews, and fire investigation. The Fire and Life Safety division houses the Community Risk Reduction section, whose primary focus is on public education with special emphasis on community involvement at the individual fire station level to reduce risks in their first-in response area.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Supporting Equipment and Vehicle for New Positions

Division: Multiple
Total Cost: (\$58,400)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$58,400 was removed from the base budget. This funding supported the purchase of a vehicle (\$36,000) and supporting equipment for the newly developed Medic team authorized in FY17.

B. Vehicle Replacements

Division: Fire Support
Total Cost: (\$45,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time funding in the amount of \$45,000 was removed from the budget supporting two vehicle replacements.

C. Other Equipment

Division: Firefighting
Total Cost: (\$42,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$42,000 of one-time funding was removed from the base budget that supported purchases of defibrillators and extrication air bags.

D. Technology Equipment

Division: Multiple
Total Cost: (\$23,870)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time funding in the amount of \$23,870 related to computer software, tablets and laptops has been removed from the budget.

Budget Modifications

A. Tablets Replacement Fund Participation

Division: Multiple
Total Cost: \$1,800
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In FY17, ten (10) tablets were purchased specifically to assist the Fire Dept. in mobile data collection and analysis. With this funding, the tablets will be added to the pc replacement program.

B. CrewSense Software Licensing Increase

Division: Multiple
Total Cost: \$3,500
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to continue use of the CrewSense software with increased functionality. The software allows the Operations division to track staffing and overtime requests through mobile devices.

C. Increase Consumables

Division: Multiple
Total Cost: \$4,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to continue to supply station supplies. The funding increase is due to inflation.

D. Turnout Gear

Division: Multiple
Total Cost: \$7,400
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$7,400 has been added to the budget to support the Fire Department turnout gear cost increase; This funding allows the Fire Dept. to continue purchasing two sets of gear for each firefighter.

E. Increase Tire Allotment

Division: Multiple
Total Cost: \$7,500
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to purchase tires where currently showing wear and without tread. Increased pricing is a contributor as well.

F. Replenish Training Funding

Division: Multiple
Total Cost: \$7,701
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In FY17 mid-year, Fire increased the salary of an EVT via new hire offer. The funding was not available via salaries. Fire chose to move operating funding in training lines. The funding (\$7,701) replenishes those operating funds.

G. Smoke Alarms

Division: Multiple
Total Cost: \$8,500
Priority: Strategic Plan: Engage in Civic Partnership 1.4
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to continue to install smoke alarms in homes throughout the community.

H. Hose Replacement

Division: Multiple
Total Cost: \$10,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to purchase hose material for existing trucks with aging hoses. The department has been charged with coming up with a replacement plan in order to replace an adequate number of hoses on an annual basis to level out the funding required.

I. HazMat Supplies and Training

Division: Multiple
Total Cost: \$12,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Department to continue to coordinate and provide HazMat response regionally. The funding covers HazMat supplies and specialized training. There is a corresponding increase in expected revenue.

J. Rescue Jacks

Division: Multiple
Total Cost: \$13,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to purchase a rescue jack kit including four (4) rescue jacks. The current rescue jacks have exceeded their life cycle. The rescue jacks are essential to lifting vehicles involved in a collision and/or during a technical rescue incident.

K. Garage Tools

Division: Multiple
Total Cost: \$21,000
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to purchase tools for the Fire Fleet.

L. Defibrillators

Division: Multiple
Total Cost: \$24,430
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: In FY16, the department indicated that all 39 defibrillators will need replacement; however the replacements can occur over several years. In FY16 two (2) defibrillators were replaced and then in FY17 another two (2) were included in the budget. This year, \$24,430 is authorized and allows the Fire Department to purchase seven (7) defibrillators for frontline apparatus.

M. Fireboat Painting and Maintenance

Division: Multiple
Total Cost: \$43,120
Priority: Strategic Plan: Create a Safe Place 7.4
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows the Fire Dept. to paint the red and white top portions of the Fireboat (\$34,120) while conducting an annual inspection, paint the hull (\$3,000) and replace hoses (\$6,000).

N. Vehicle Replacements

Division: Multiple
Total Cost: \$82,060
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding allows for vehicle replacement of three (3) vehicles with high mileage and/or age to be replaced. The vehicles being replaced are a 2010 Ford F-150 (#10210) at \$25,500 purchase and \$4,263 fleet replacement participation, a 2007 Chevy Impala (#07224) at \$25,500 purchase price and \$3,030 fleet replacement participation and a 2005 Ford Crown Victoria (#05216) at \$21,000 purchase price and \$2,767 fleet replacement participation.

O. Fire Medic Grant Match: Aid Car Program

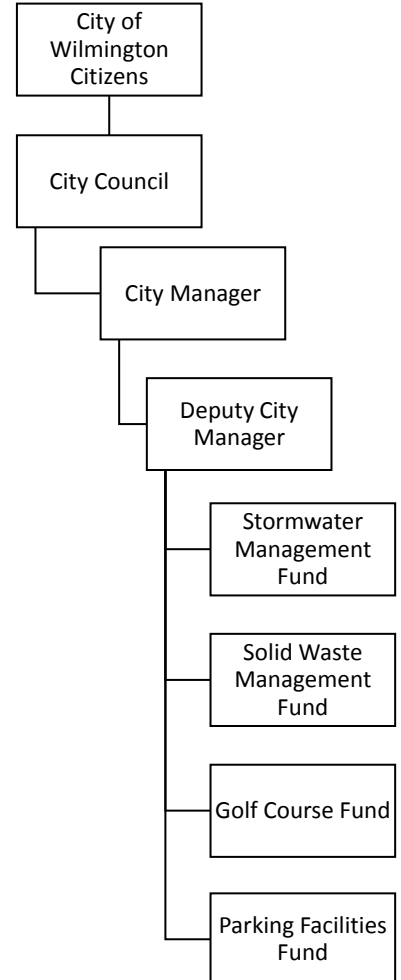
Division: Multiple
Total Cost: \$224,011
Priority: Strategic Plan: Provide Sustainability and Adaptability 3.2
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: The funding in the amount of \$224,011 allows the Fire Department to budget for a Federal Emergency Management Act (FEMA) Staffing for Adequate Fire & Emergency Response (SAFER) grant match in order to hire additional personnel and purchase equipment. The grant application requested 14 firefighters of which the grant limits its funding to 75% of the first year salary and benefits. This funding allows for the grant match of \$163,027 and any uniforms and gear required to continue the implementation of the Aid Car program.

Performance Measures

Create a Safe Place		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To prevent the loss of life through modern firefighting techniques and provide training and equipment to achieve those goals. Inspect businesses to meet NC Fire Prevention Code schedule requirements and conduct fire investigations when requested					
Objective: Measure current department performance objectives for Response Time for Fire Incidents, Structure Fire Resources, EMS, and Other Call Types (Reaction + Travel Time)	Measure: Response time for Fire Incident Type (1 st Arriving Unit. 90 th percentile)	6:12	6:00	6:16	6:00
	Measure: Response time for EMS Incident Type (1 st Arriving Unit. 90 th percentile)	6:10	6:00	6:04	6:00
	Measure: Response time for Other Incident Types (1 st Arriving Unit. 90 th percentile)	6:20	6:00	6:21	6:99

Create a Safe Place		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
	Measure: Response time for Structure Fire Incidents <i>(Concentration of ALL resources required. 90th percentile)</i>	9:32	9:30	11:42	9:30
Objective: Complete inspections on schedule	Measure: Time to complete inspection <i>(Average)</i> .	22 min	25 min	20	25
	Measure: Percent of scheduled inspections completed on schedule.	96.4%	95%	90.3	95
Objective: Determine the origin and cause of fires	Measure: Percent of undetermined fire investigations	5.6%	< 10%	12.1%	< 10%

ENTERPRISE FUNDS



STORMWATER MANAGEMENT FUND

The City of Wilmington's **Stormwater Management** division funded by the Stormwater Management enterprise fund, maintains and improves the public drainage system for the protection of the community and the environment.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Stormwater Utility Fee	\$ 9,928,041	\$ 10,171,990	\$ 10,171,990	\$ 11,136,804	9.5%
Fines & Forfeitures	\$ 250	\$ -	\$ -	\$ -	0.0%
Other Revenue and Interest Earnings	\$ 117,573	\$ 128,231	\$ 128,231	\$ 145,758	13.7%
Appropriated Fund Balance	\$ -	\$ -	\$ 177,168	\$ 4,114,323	0.0%
Revenue Total	\$ 10,045,864	\$ 10,300,221	\$ 10,477,389	\$ 15,396,885	49.5%
Appropriations					
Personnel	\$ 2,188,258	\$ 2,590,235	\$ 2,595,975	\$ 2,606,967	0.6%
Benefits	\$ 684,663	\$ 866,195	\$ 866,754	\$ 925,579	6.9%
Operating	\$ 1,453,055	\$ 1,745,617	\$ 1,792,931	\$ 1,670,522	-4.3%
Outlay	\$ 147,702	\$ -	\$ 29,655	\$ 100,564	100.0%
Nondepartmental	\$ 1,726,977	\$ 2,144,714	\$ 2,144,714	\$ 2,017,783	-5.9%
Transfer To CIP	\$ 1,388,242	\$ 2,000,000	\$ 2,093,900	\$ 7,088,045	254.4%
Allocated Cost	\$ 881,138	\$ 953,460	\$ 953,460	\$ 987,425	3.6%
Appropriations Total	\$ 8,470,034	\$ 10,300,221	\$ 10,477,389	\$ 15,396,885	49.5%
Authorized Positions					
Storm Water Maintenance	51	51	51	51	
Storm Water Services	9	9	9	9	
Total Positions	60	60	60	60	

Division Descriptions

The **Stormwater Maintenance** section is responsible for maintaining the public drainage system. Maintenance activities consist of two core components - open drainage, which includes ditches and ponds, and closed drainage, which is comprised of underground pipes and culverts.

The five core components of **Stormwater Services** include: management and planning, capital improvements, regulatory and enforcement activities, water quality, and operations and maintenance.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Standby Program Increase

Division: Maintenance

Total Cost: \$0

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In a base shift, the department dedicated \$2,241 to the shared standby program (Public Services, Stormwater & Parks) to allow for 3 staff members, one from each division to provide the skills and resources available to properly respond to any type of call. The same type of base shift can be found in Stormwater and Parks.

B. Employee Recognition

Division: Maintenance

Total Cost: \$0

Priority: Strategic Plan: Promote Culture Art and Public Spaces 1.5

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In a base shift, the department dedicated \$510 to an employee recognition program. This funding is to be used in conjunction with the increase in the General Fund Sundry Employee Recognition program and it's guidelines.

Budget Modifications

A. Equipment Rental

Division: Maintenance

Total Cost: (\$5,000)

Priority: Continuance of Service

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Due to the purchase of the mid-size excavator, the need for similar type equipment rentals has been reduced by \$5,000.

B. Vehicle Replacements

Division: Maintenance
Total Cost: \$18,314
Priority: Continuance of Service
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Purchase of an excavator in FY17 in the amount of \$89,879. It will be placed in the Fleet replacement fund at an annual rate of \$18,314 for 8 years beginning in FY18.

C. Transfer to CIP

Division: Stormwater
Total Cost: \$3,788,045
Priority: Outside Directive
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Revenue bonds in two CIP projects (Clear Run Branch & Greenville Ave/White Ave) will not be funded with Revenue bonds as currently budgeted. A transfer from Stormwater Fund Balance to the CIP's are needed totaling \$3,788,045.

Performance Measures

Provide Sustainability and Adaptability		FY 16	FY 17	FY 17	FY 18
		Actual	Target	Actual	Target
Goal: To ensure City's established stormwater program performs to the maximum extent practicable safeguarding overall health of the City's people and natural resources					
Objective: Ensure the citizens receive the best quality service that enhances their quality of life	Measure: Citizens who are overall satisfied with the management of stormwater run-off by the City	N/A	=>34*%	41%	N/A
Objective: To maintain stormwater system and mitigate flooding and to protect water quality and the health of the stormwater system infrastructure through removing pollutants prior to discharge into receiving waters	Measure: Average man-hours per pipe repair	18.68	27	21.86	22
	Measure: Annual tons of street sweepings diverted from stormwater system per lane mile swept	N/A	.31	.35	.32
	Measure: Linear foot per manual ditching man-hours	55.65	55	56	60

SOLID WASTE MANAGEMENT FUND

The City of Wilmington's **Solid Waste Management** division, funded by the Solid Waste Management fund, oversees the collection and disposal of City solid waste customer refuse. The division also oversees recycling, yard waste and bulky collection.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Refuse Collection Fees	\$ 8,744,024	\$ 8,724,954	\$ 8,724,954	\$ 8,744,024	0.2%
Intergovernmental Revenue	\$ 732	\$ -	\$ -	\$ -	0.0%
Solid Waste Disposal Tax	\$ 73,830	\$ 58,972	\$ 58,972	\$ 70,558	19.6%
Other Revenue and Interest Earnings	\$ 357,191	\$ 240,470	\$ 240,470	\$ 264,680	10.1%
Transfer from General Fund	\$ -	\$ 29,866	\$ 29,866	\$ 29,866	0.0%
Appropriated Fund Balance	\$ -	\$ 299,818	\$ 299,818	\$ 165,495	0.0%
Revenue Total	\$ 9,175,777	\$ 9,354,080	\$ 9,354,080	\$ 9,274,623	-0.8%
Appropriations					
Personnel	\$ 2,654,186	\$ 2,906,712	\$ 2,901,712	\$ 3,044,177	4.7%
Benefits	\$ 883,961	\$ 1,005,269	\$ 1,005,769	\$ 1,064,796	5.9%
Operating	\$ 4,227,557	\$ 4,505,163	\$ 4,383,242	\$ 4,165,431	-7.5%
Outlay	\$ 5,990	\$ -	\$ 120,421	\$ -	0.0%
Nondepartmental	\$ 276,662	\$ 209,256	\$ 209,256	\$ 272,824	30.4%
Transfer To CIP	\$ -	\$ -	\$ 6,000	\$ -	0.0%
Allocated Cost	\$ 718,136	\$ 727,680	\$ 727,680	\$ 727,395	0.0%
Appropriations Total	\$ 8,766,491	\$ 9,354,080	\$ 9,354,080	\$ 9,274,623	-0.8%
Authorized Positions					
Solid Waste Administration	5	5	5	5	
Bulky Waste Collection	7	7	7	7	
Customer Refuse	33	29	29	29	
Downtown Collection	11	11	11	11	
Recycling	5	5	5	5	
Yard Waste	22	18	18	18	
Total Positions	83	75	75	75	

Division Description

The primary responsibility of the **Solid Waste Administration** is to provide leadership and direction for all operational sections. Other responsibilities include: telephone customer support, bulky pick up appointments, new customer support, assuring proper billing information is sent to CFPUA and scheduling the cleaning, delivery, pick up, and repair of customer trash carts.

The **Customer Refuse Collection** section of Solid Waste Management provides residential trash collection to 30,000 City of Wilmington residents.

The **Recycling** section provides for the bi-weekly curbside collection of recyclable materials from City Solid Waste Customers.

The **Yard Waste** section provides for the weekly curbside collection of vegetative yard waste. Once collected, all yard waste is contractual processed through a commercial facility and hauled to the New Hanover County Landfill for reuse.

Commercial establishments in the Central Business District (CBD) can elect trash collection ranging from two times a week, to twice a day, seven times per week. The responsibility for this service is housed in the Downtown Collection section. Residents in the CBD have seven day per week collection. This section also includes daily servicing of over 250 brick trash receptacles and 100 ashtrays in the Central Business District and City parks. **Downtown Services** also maintain two public restrooms, pressure washes sidewalks and provides litter collection seven days a week, 18 hours per day. Downtown Services organizes all cleanup activities following the City's variety of festivals and events in the CBD.

The Bulky section oversees the City's call-in bulky, white goods, and electronic collection, and carrion service for City streets.

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Reclassify 2 Solid Waste Workers to Operators

Division: Yard Waste

Total Cost: \$0

Priority: Strategic Plan: Provide Sustainability and Adaptability 1.2

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In a base shift, the department dedicated \$26,889 to reclassify 2 Solid Waste Workers to Operators. This enhancement will allow for additional resources to the expansion of the CBD and reducing the City Parks trash collection from the Solid Waste crew. Funding includes the reclassification funding of \$19,152 and associated operating supplies.

B. Contract Services for Community Services/Trees

Division: Solid Waste

Total Cost: \$0

Priority: Outside Directive

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Through a base shift, \$20,000 is budgeted for cutting back trees/maintaining alleys. This contract will be solicited by and managed by the CS/Tree Management staff.

C. Employee Recognition

Division: Administration

Total Cost: \$0

Priority: Strategic Plan: Promote Culture Art and Public Spaces 1.5

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In a base shift, the department dedicated \$645 to an employee recognition program. This funding is to be used in conjunction with the increase in the General Fund Sundry Employee Recognition program and it's guidelines.

Performance Measures

Create a Safe Place		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: Ensure that a cost-effective and self-sustaining Solid Waste Management system is adopted to protect both the environment and populace, thus promoting a healthy community					
Objective: Develop a cost-effective solid waste management system responsive to public services and keep the City in compliance with State and County mandates	Measure: Annual cost per yard waste tons disposed	\$120.62	\$117.00	\$121.53	\$121.53
	Measure: Annual cost per recycle tons collected	\$110.98	\$105.43	\$94.94	\$90.20
	Measure: Annual cost per bulky tons collected	\$218.74	\$207.80	\$280.19	\$252.08
	Measure: Average number of calls per call center FTE.	9,920	9,631	10,405	10,093
	Measure: Annual cost per refuse tons disposed	\$146.41	\$142.02	\$141.84	\$140.43

GOLF COURSE FUND

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Daily Greens	\$ 830,293	\$ 991,655	\$ 991,655	\$ 962,022	-3.0%
Cart Rentals	\$ 252,270	\$ 269,268	\$ 269,268	\$ 265,661	-1.3%
Concessions	\$ 166,317	\$ 163,228	\$ 163,228	\$ 165,500	1.4%
Contributions	\$ 20,200	\$ -	\$ -	\$ -	0.0%
Other Revenue and Interest Earnings	\$ 6,082	\$ 2,284	\$ 2,284	\$ 2,772	21.4%
Miscellaneous	\$ -	\$ -	\$ 15,000	\$ 51,396	100.0%
Appropriated Fund Balance	\$ 24,892	\$ -	\$ 103,740	\$ -	0.0%
Revenue Total	\$ 1,300,055	\$ 1,426,435	\$ 1,545,175	\$ 1,447,351	1.5%
Appropriations					
Personnel	\$ 507,103	\$ 517,882	\$ 518,362	\$ 485,209	-6.3%
Benefits	\$ 149,289	\$ 164,396	\$ 164,396	\$ 169,578	3.2%
Operating	\$ 508,870	\$ 583,689	\$ 600,949	\$ 592,405	1.5%
Outlay	\$ 12,959	\$ -	\$ -	\$ 2,500	0.0%
Nondepartmental	\$ 7,691	\$ 32,400	\$ 133,400	\$ 69,591	114.8%
Allocated Cost	\$ 114,144	\$ 128,068	\$ 128,068	\$ 128,068	0.0%
Appropriations Total	\$ 1,300,055	\$ 1,426,435	\$ 1,545,175	\$ 1,447,351	1.5%
Authorized Positions	11	11	10	10	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

The Golf Course fund budget has recognized an increase of \$51,396 in revenue that is directly related to city staff maintaining the new First Tee facility area. The revenue is intended to recoup the costs associated with this new maintenance to include a turf grass worker, additional consumables, repairs and maintenance to equipment as well as an increase in annual fuel usage.

Base Budget Adjustments

A. Unfunded Position Reduction

Division: Golf

Total Cost: \$0

Priority: Reduction

Position(s): Full Time Equivalent: -1; Part-Time: 0.00

Description: In FY10, due to the recession and need to save resources, a Turf Grass Worker position was unfunded. It was anticipated in future years, the funding would be restored. At this time, this position is going to be filled and an existing Recreation Supervisor position has been unfunded and closed in position control.

Budget Modifications

A. Payroll and Overtime Related Benefits

Division: Golf

Total Cost: \$1,754

Priority: Working Operating

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: In the FY17 budget, benefits associated with temporary staff and overtime were not budgeted accordingly. Cost for this correction is \$1,754.

B. First Tee Consumables, Repairs and Maintenance and Fuel Estimates

Division: Golf

Total Cost: \$13,500

Priority: Strategic Plan: Create a Safe Place 1.1

Position(s): Full Time Equivalent: 0; Part-Time: 0.00

Description: Upkeep of the First Tee practice area in the amount of \$6,000 for consumables, \$5,000 for repairs and maintenance of equipment and an estimated \$2,500 for fuel.

Performance Measures

Foster a Prosperous, Thriving Economy		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To operate first class sports and entertainment facilities designed to attract significant athletic and cultural attractions to the City of Wilmington					
Objective: To maximize the use and revenue opportunities of City recreation facilities	Measure: Actual revenue collected at the Municipal and Inland Greens golf courses	1,275,163	1,400,000	1,228,746	1,319,000
	Measure: Number of rounds played at the Municipal Golf Course (18 & 9 hole rounds)	40,775	50,000	40,803	46,500

PARKING FUND

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Parking Fees	\$ 3,402,380	\$ 3,313,990	\$ 3,313,990	\$ 3,253,694	-1.8%
Interest Earnings	\$ 10,737	\$ 14,577	\$ 14,577	\$ 19,264	32.2%
Transfer from Debt Service Fund	\$ 558,740	\$ 550,386	\$ 550,386	\$ 543,633	0.0%
Miscellaneous	\$ -	\$ -	\$ 36,000	\$ -	0.0%
Appropriated Fund Balance	\$ -	\$ 388,337	\$ 438,162	\$ 66,588	0.0%
Revenue Total	\$ 3,971,857	\$ 4,267,290	\$ 4,353,115	\$ 3,883,179	-9.0%
Appropriations					
Personnel	\$ 109,929	\$ 131,164	\$ 130,864	\$ 118,746	-9.5%
Benefits	\$ 40,915	\$ 46,961	\$ 46,961	\$ 46,968	0.0%
Operating	\$ 1,800,139	\$ 2,144,303	\$ 2,200,047	\$ 2,024,096	-5.6%
Outlay	\$ 39,997	\$ 60,000	\$ 90,100	\$ 43,000	-28.3%
Debt Service	\$ 1,121,688	\$ 1,099,370	\$ 1,099,370	\$ 1,076,727	-2.1%
Nondepartmental	\$ 6,078	\$ 6,078	\$ 6,359	\$ 6,078	0.0%
Miscellaneous	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	0.0%
Transfer To CIP	\$ -	\$ 650,000	\$ 650,000	\$ 438,150	-32.6%
Allocated Cost	\$ 87,894	\$ 84,414	\$ 84,414	\$ 84,414	0.0%
Appropriations Total	\$ 3,206,639	\$ 4,267,290	\$ 4,353,115	\$ 3,883,179	-9.0%
Authorized Positions	2	2	2	2	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

Base Budget Adjustments

A. Renovation Funding

Division: Parking
Total Cost: (\$50,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One time funding in the amount of \$50,000 that supported the renovation of Park Wilmington's Office was removed from the base budget.

B. Maintenance Contracts

Division: Multiple
Total Cost: (\$21,500)
Priority: Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Existing contracts are less than FY17 budget and have been reduced by \$21,500.

C. Equipment Testing

Division: Parking
Total Cost: (\$10,000)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: A total of \$10,000 of one-time funding was removed from the budget. The funding assisted the department in testing new meters.

D. Office Furniture

Division: Parking
Total Cost: (\$100)
Priority: One-Time, Non-recurring Expenditure Reduction
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: One-time operating funding in the amount of \$100 was removed from the budget that supported the purchase of office furniture.

E. Other Equipment: Digital Pay Stations

Division: Multiple
Total Cost: \$0
Priority: Strategic Plan: Provide Sustainability and Adaptability 5.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Replacement of digital pay station for \$11,000 in Hannah Block Lot that is no longer going to be supported after January 2018. Replacement of two digital pay stations for \$22,000 in Second Street Deck that are no longer going to be supported after January 2018. Replacement of electric vehicle charging station in the Market Street deck for \$10,000. The current unit is no longer supported as the company is out of business. The funding for these equipment replacement projects were budgeted through a base shift.

Budget Modifications

A. Transfer within Parking CIP Fund

Division: Multiple
Total Cost: \$136,327
Priority: Strategic Plan: Provide Sustainability and Adaptability 5.4
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: \$136,327 in additional funding is being provided to to support the replacement of the Parking and Revenue Control Systems (PARCS) that will also allow for license plate recognition, bar-code technology and parking pre-payment purchase options. The budget in existing project 13MF30 will be reduced and closed to accommodate this additional funding.

B. Transfer to CIP: Support Lighting Replacement

Division: Multiple
Total Cost: \$138,150
Priority: Strategic Plan: Provide Sustainability and Adaptability 2.4
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Additional funding to existing project 13MF20 for lighting replacement in the Market Street Deck. This additional funding adds the Second Street Deck to the project as well.

C. Transfer to CIP: Smart Meters

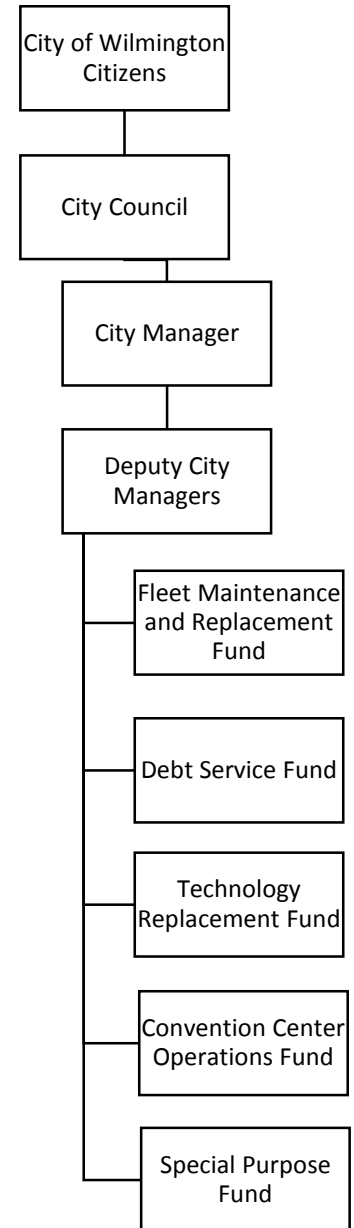
Division: Street Parking
Total Cost: \$300,000
Priority: Strategic Plan: Provide Sustainability and Adaptability 5.3
Position(s): Full Time Equivalent: 0; Part-Time: 0.00
Description: Phase II of Smart Meter (IPS) deployment. Further analysis is needed to determine the coverage area.

Performance Measures

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To generate adequate parking revenues to sustain safe, reliable operation, retire debt, and fund for future parking growth					
Objective: To achieve a 75% collection rate on parking citations	Measure: Percentage of citation collection rate	73%	75%	74%	75%
Objective: Increase the number of hours of on-street customers paying by 2% each year	Measure: Number of on-street hours purchased	1,063,513	1,170,000	1,085,739	1,107,454
Support Efficient Transportation Systems		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To provide parking options that meets the customers' needs in a professional, efficient, courteous and friendly manner, each and every day					
Objective: To increase the use of Pay-by-Phone usage; user and transactions by 10% in 2 years	Measure: Number of Pay-by-Phone transactions/users	72,922/ 30,828	76,570/ 32,000	99,917/ 41,071	104,913/ 43,125
Objective: Increase bank card usage by 5% in 2 years	Measure: Percent of sales –				
	- Parking decks	40.5%	43%	43%	45%
	- Parking lot	77.5%	75%	79%	81%
	- On-street	29%	30%	36%	37%
	- Citations	49.6%	52%	60%	62%

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OTHER FUNDS



FLEET MAINTENANCE & REPLACEMENT FUND

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Lease Charges	\$ 5,752,116	\$ 5,751,647	\$ 5,751,647	\$ 5,669,053	-1.4%
Other Revenue and Interest Earnings	\$ 236,393	\$ 31,223	\$ 31,223	\$ 42,209	35.2%
Appropriated Fund Balance	\$ -	\$ 1,271,845	\$ 1,710,346	\$ 1,798,621	41.4%
Revenue Total	\$ 5,988,508	\$ 7,054,715	\$ 7,493,216	\$ 7,509,883	6.5%
Appropriations					
Personnel	\$ 588,945	\$ 607,230	\$ 605,230	\$ 621,685	2.4%
Benefits	\$ 179,684	\$ 187,072	\$ 187,750	\$ 211,330	13.0%
Operating	\$ 1,085,102	\$ 1,279,950	\$ 1,326,941	\$ 1,337,710	4.5%
Outlay	\$ 2,881,596	\$ 4,063,686	\$ 4,584,996	\$ 4,398,777	8.2%
Nondepartmental	\$ 7,691	\$ -	\$ -	\$ -	0.0%
Miscellaneous	\$ (175,721)	\$ 470,000	\$ 341,522	\$ 500,000	6.4%
Debt Service	\$ 443,205	\$ 446,777	\$ 446,777	\$ 440,381	-1.4%
Appropriations Total	\$ 5,010,502	\$ 7,054,715	\$ 7,493,216	\$ 7,509,883	6.5%
Authorized Positions	13	13	13	13	

Budget Overview

The City continues to invest in the workforce by adding a 3% compensation increase for salary and corresponding benefits. Additionally, adjustments were made to various internal services charges related to technology management fees, insurance liabilities, fuel and central fleet as a cost of doing business. The sections below represents further initiatives made to the budget specific to the department.

The budget reflects an increase of 6.5% over FY17's Adopted budget primarily due to the increase in scheduled replacement vehicles in the upcoming year. This increase is seen in the appropriated fund balance of \$1,798,621.

Performance Measures

Provide Sustainability and Adaptability		FY 16 Actual	FY 17 Target	FY 17 Actual	FY 18 Target
Goal: To provide a variety of necessary vehicles and equipment to City departments by ensuring adequate vehicle availability, expedient repairs, aggressive preventative maintenance procedures, and cost productive practices					
Objective: Maintain 95% fleet availability	Measure: Percent of vehicles and equipment available in relation to total number of vehicles and equipment	97.7%	95%	96.8%	95%
Objective: Complete 65% of work orders in 24 hours or less	Measure: Percent of work orders completed in 24 hours or less in relation to total number completed work orders	73.3%	65%	82.5%	65%
Objective: Complete 87% of all preventative maintenance within scheduled time window	Measure: Percent of preventative maintenance completed in scheduled time window in relation to total number of completed PM's	78.3%	87%	84.8%	87%
Objective: Maintain 80% ratio of hours billed to billable hours	Measure: Percent of hours billed in relation to total annual billable hours	72.26%	80%	84.2%	80%

DEBT SERVICE FUND

This service/reserve fund was established in FY05 to set aside resources to meet current and future debt service requirements on general long-term debt.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Property Tax	\$ 9,358,545	\$ 9,429,685	\$ 9,429,685	\$ 13,892,510	47.3%
Transfer from General Fund	\$ 9,971,933	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	0.0%
Intergovernmental Revenue	\$ 1,962,043	\$ 1,958,738	\$ 1,958,738	\$ 330,177	0.0%
Interest Earnings	\$ 35,310	\$ 61,265	\$ 61,265	\$ 112,756	84.0%
Other Revenue	\$ 7,936,956	\$ -	\$ -	\$ -	0.0%
Revenue Total	\$ 29,264,788	\$ 20,784,520	\$ 20,784,520	\$ 23,670,275	13.9%
Appropriations					
Bond Interest	\$ 900,797	\$ 874,136	\$ 874,136	\$ 760,100	-13.0%
Bond Issuance	\$ 127,480	\$ -	\$ 20,000	\$ -	0.0%
Bond Principal	\$ 2,025,000	\$ 2,166,340	\$ 2,170,000	\$ 2,055,000	-5.1%
Fiscal Agent Fees	\$ 53,116	\$ 70,206	\$ 70,206	\$ 81,272	15.8%
Installment Interest	\$ 4,128,640	\$ 4,053,301	\$ 4,053,301	\$ 4,356,699	7.5%
Installment Principal	\$ 4,770,620	\$ 5,085,371	\$ 5,085,371	\$ 6,698,075	31.7%
Outstanding NHC Parks Bonds	\$ 605,613	\$ -	\$ -	\$ -	0.0%
Nondepartmental	\$ 87,483	\$ 85,588	\$ 88,340	\$ 138,863	62.2%
Miscellaneous	\$ 7,831,032	\$ -	\$ -	\$ -	0.0%
Reserve for Future Debt	\$ -	\$ 2,399,489	\$ 1,973,077	\$ 516,126	-78.5%
Transfer to Capital Projects Public Facilities	\$ 62,000	\$ 1,000,628	\$ 1,000,628	\$ 1,273,941	27.3%
Transfer to Capital Projects Streets and Sidewalk	\$ 2,407,598	\$ 650,910	\$ 1,050,910	\$ 2,436,392	274.3%
Transfer to Capital Projects Parks and Recreation	\$ 77,554	\$ 1,020,000	\$ 1,020,000	\$ 4,257,500	317.4%
Transfer to Capital Projects Project Parking	\$ -	\$ 190,000	\$ 190,000	\$ 402,471	111.8%
Transfer to General Fund	\$ 1,278,390	\$ 874,875	\$ 874,875	\$ -	-100.0%
Transfer to Parking Facilities	\$ 558,740	\$ 550,386	\$ 550,386	\$ 543,633	-1.2%
Unallocated Cost	\$ 138,890	\$ 150,765	\$ 150,765	\$ 150,203	-0.4%
Water & Sewer Fiscal Agent Fees	\$ 2,891	\$ 2,280	\$ 2,280	\$ -	-100.0%
Water & Sewer Installment Interest	\$ 557,995	\$ 505,245	\$ 505,245	\$ -	-100.0%
Water & Sewer Installment Principal	\$ 1,055,000	\$ 1,105,000	\$ 1,105,000	\$ -	-100.0%
Appropriations Total	\$ 26,668,840	\$ 20,784,520	\$ 20,784,520	\$ 23,670,275	13.9%

Budget Overview

Along with maintaining the current AAA rating with credit agencies Standard & Poor's and Fitch, Moody's upgraded their rating to Aaa in April 2017. The higher bond rating results in lower interest costs on long-term debt. The credit rating agencies base their ratings on a number of factors. The area's healthy and

diverse economy, very strong financial management, budgetary flexibility provided by ample operating reserves, and manageable long-term obligations are factors used in providing a rating.

The Debt Service Fund will reserve approximately \$23.7 million to cover current and future debt obligations associated with the Capital Improvement Program. FY15 recognized the final GO Bond debt payments from the Authority and that debt was retired in FY16 with associated Other Debt retired in FY17. All debt to the Authority that originated in FY15 is now fully retired.

The expenditures also reflect transfers of 20% of the FY18 project totals resultant from the implementation of the 80/20 capital plan. This plan provides for a dedicated \$0.0500 cents on the City's ad valorem rate to provide for an 80% financed, 20% pay-as-you-go plan for the City's 5- year Capital Improvement Program for FY13 through FY17. Effective in FY18, the City will enter in to the second multi-year CIP plan utilizing the same dedicated tax rate of \$0.0500 cents on the City's ad valorem rate to provide for an 80% financed, 20% pay-as-you-go plan.

Effective July 1, 2015, the Debt Service Fund has a dedicated \$0.0200 cents on the City's tax rate due to an approved \$55M Bond Referendum for streets, sidewalks and other transportation Improvements. This consists of \$44 million of General Obligation Bonds, plus an additional \$11 million of pay-go projects.

In November 2016, City voters approved a \$30.465 million General Obligation Bond Referendum for parks and recreation projects. An increase to the City's property tax rate of \$0.0193 is effective with the adoption of the FY18 budget. The bonds represent 80% of a \$38,080,000 addition to the City's capital improvement program, with \$7,615,000 to be funded from pay-as-you-go funding from the same \$0.0193 tax increase.

TECHNOLOGY REPLACEMENT FUND

This internal service fund provides for the scheduled replacement of computers and other technology hardware in order to fully realize the benefits of improving technology and assures that the organization's workforce has the tools available to maximize productivity. The fund also provides for cloud computing services.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Technology Replacement Charges	\$ 493,585	\$ 436,125	\$ 436,125	\$ 601,364	37.9%
Transfer from General Fund	\$ 480,000	\$ 349,915	\$ 372,595	\$ 324,365	-7.3%
Appropriated Fund Balance	\$ -	\$ 450,000	\$ 463,339	\$ 459,276	2.1%
Revenue Total	\$ 973,585	\$ 1,236,040	\$ 1,272,059	\$ 1,385,005	12.1%
Appropriations					
Operating	\$ 451,679	\$ 615,240	\$ 654,459	\$ 618,976	0.6%
Outlay	\$ 266,645	\$ 620,800	\$ 617,600	\$ 766,029	23.4%
Appropriations Total	\$ 718,324	\$ 1,236,040	\$ 1,272,059	\$ 1,385,005	12.1%

Budget Overview

The IT Department's Technology Fund's FY18 budget continues to provide for the replacement of scheduled equipment including personal computers, docking stations, and other miscellaneous computer equipment. The IT Department is recommending a realignment of this fund to provide replacement for all devices and services related to computer equipment use by the employees of the City of Wilmington. The department is proposing a three-year plan of \$50 increase per device per year. The initial increase will be used to cover network services which include networking equipment and service fees. In FY17, the standard charge was \$500 per computer seat. In FY18, the recommended standard charge is \$550 per computer seat. The goal of this increase is to make it a sustainable source of funds to keep the City's technology current and reduce the need for extraneous costs to fix out dated technology.

CONVENTION CENTER OPERATIONS FUND

This operating fund was established in FY08 to set aside resources to meet operating expenditures associated with the construction and operation of the Convention Center.

BUDGET SUMMARY

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted	Change FY17 to FY18
Revenue					
Room Occupancy Tax	\$ 1,645,399	\$ 5,131,886	\$ 5,131,886	\$ 4,559,641	-11.2%
Convention Center Revenue	\$ 58,304,690	\$ 3,496,582	\$ 3,858,982	\$ 2,982,255	-14.7%
Convention Center Parking Deck Revenue	\$ 308,646	\$ 331,293	\$ 331,293	\$ 563,310	70.0%
Appropriated Fund Balance	\$ 3,721,254	\$ -	\$ -	\$ -	0.0%
Revenue Total	\$ 63,979,989	\$ 8,959,761	\$ 9,322,161	\$ 8,105,206	-9.5%
Appropriations					
Operating	\$ 4,377,405	\$ 4,314,469	\$ 4,424,051	\$ 4,282,768	-0.7%
Outlay	\$ 45,128	\$ 320,000	\$ 356,334	\$ 335,000	4.7%
Miscellaneous	\$ -	\$ 290,015	\$ 506,499	\$ (28,284)	-109.8%
Debt Service	\$ 59,541,246	\$ 4,018,494	\$ 4,018,494	\$ 3,498,939	-12.9%
Allocated Cost	\$ 16,210	\$ 16,783	\$ 16,783	\$ 16,783	0.0%
Appropriations Total	\$ 63,979,989	\$ 8,959,761	\$ 9,322,161	\$ 8,105,206	-9.5%

Budget Overview

The FY18 appropriated budget for the Convention Center Operations Fund reflects a decrease of 9.5% over FY17. The FY18 appropriated budget contributes to the Convention Center project, which is cumulative in nature. Revenues and Expenditure appropriations contribute to this on-going project. An increase in expected revenue is shown in the Convention Center Parking Deck (70%) based on the expected opening of the adjoining hotel in fall of FY18. Debt service is experiencing a decrease due refinancing of the Convention Center installment financing at a lower interest rate. The Miscellaneous appropriation is a negative \$28,284 in the Budget Reserve, reducing a multi-year project reserve to expected levels.

The budget also funds personnel expenditures for food and beverage operations, and general administrative costs. Funding for the continued management by SMG, marketing by the Convention and Visitors Bureau (CVB), and the ongoing coordination and management by City staff is also included.

SPECIAL PURPOSE FUND

The Special Purpose Fund is primarily supported by grants, donations to the City, and contributions from the General Fund for special purpose projects. Each project is identified with its own project title and code and is life-to-date.

BUDGET SUMMARY

	FY17 Adopted	FY18 Adopted	Change FY17 to FY18
Affordable Housing Programs - 2EP100			
Operating	\$ -	\$ 1,563	100.0%
Total	\$ -	\$ 1,563	100.0%
Annual Housing Summit - 14EP10			
Reserve	\$ 7,000	\$ 7,000	0.0%
Total	\$ 7,000	\$ 7,000	0.0%
Homeownership Services - 3EP100			
Operating	\$ 25,480	\$ 17,935	-29.6%
Total	\$ 25,480	\$ 17,935	-29.6%
Convention Center - 05ED10			
Debt/Operating	\$ 5,131,886	\$ 4,559,641	-11.2%
Total	\$ 5,131,886	\$ 4,559,641	-11.2%
Metropolitan Planning Administration - MP1718			
Personnel	\$ 563,272	\$ 624,826	10.9%
Benefits	\$ 174,425	\$ 205,777	18.0%
Operating	\$ 184,862	\$ 206,229	11.6%
Total	\$ 922,559	\$ 1,036,832	12.4%
Red Light Cameras - Safelight - 08TR10			
Operating	\$ 1,669,595	\$ 1,742,156	4.3%
Total	\$ 1,669,595	\$ 1,742,156	4.3%
SABLE - 06PD50 and 07PD60			
Personnel	\$ 154,893	\$ 171,221	10.5%
Benefits	\$ 35,213	\$ 36,105	2.5%
Operating	\$ 127,014	\$ 126,480	-0.4%
Total	\$ 317,120	\$ 333,806	5.3%
TOTAL SPECIAL PURPOSE	\$ 8,073,640	\$ 7,698,933	-4.6%

Budget Overview

The City of Wilmington has available program income in the Affordable Housing Programs project. Program income of \$1,563 is available from interest on investments and miscellaneous income. Funds are used in the project to provide grants and supplies for Lead Base Paint Removal. In 2018 the available program income of \$1,563 is adopted to support Lead Base Paint Removal.

The budget for the Affordable Housing Summit is an ongoing project and is funded with a transfer of \$7,000 from the General Fund.

The Homeownership Services project has three revenue sources. The City of Wilmington receives origination fees from participating banks on the bank's portion of the HOME Ownership Program (HOP) loans in accordance with the HOP agreement between the City and the Banks. Income is also received from course registration fees paid by realtors and brokers who become certified in the HOP program and from application fees. These funds are used to support the costs associated with providing homebuyer education, workshops, counseling, and outreach to prospective first time homebuyers. In 2018, \$17,935 is adopted to be appropriated to support workshops, training, and outreach to prospective homebuyers.

Room Occupancy Tax revenues are recorded in the Special Purpose Fund to support the operating expenditures in the Convention Center operations fund.

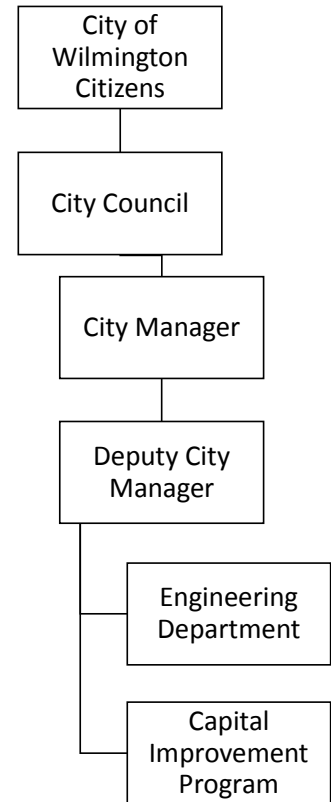
The budget for the Metropolitan Planning Administration, or WMPO, is included in the Special Purpose Fund however, is presented under Community Development with the Planning, Development and Transportation Department budget.

The budget for the continued operation of the Safelight program reflects the operating expenditures and the required 90% contribution of the total fines paid to the New Hanover County Board of Education. The budget for FY17 was \$1,669,595 and the adopted FY18 budget is \$1,742,156 a variance of 4.3%.

The budget for SABLE is also included in the Special Purpose Fund however, is presented under Public Safety with the Police Department budget.

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CAPITAL IMPROVEMENT FUNDS



CAPITAL BUDGETING

Capital improvement programming is a critical procedure for identifying major facility needs, projecting fiscal resources, establishing priorities, and developing defined project schedules to meet the City of Wilmington capital needs. Capital projects, for the purpose of the Capital Improvement Program (CIP), are generally defined as fixed assets that have a useful life greater than five years and with a cost of \$50,000 or greater. Regular purchases of vehicles and equipment for routine operations and most maintenance and repair costs for City facilities are funded through the annual operating budget.

Once adopted by the City Council, the CIP becomes a policy document regarding the timing, location, character, and funding of future capital projects. It is recognized that the policy represented by the CIP reflects the best judgment of the City Council at the time, and that changing capital priorities, fiscal constraints, and additional needs are likely to become apparent before the program is completed.

The policy established by the CIP provides important guidance for City administration, boards, and commissions appointed by the City Council in regards to municipal governance as it relates to the following matters:

- Preparation of the capital portion of the annual operating budget
- Scheduling and prioritization of project planning and scheduling
- Financial modeling regarding the financing of debt
- Planning efforts of businesses, developers and community organizations

Capital improvement programming provides a bridge between general long-term and short-term project planning. In this process, the long-term objectives of the City are reviewed and translated into a more specific and well defined, multi-year program of five years.

It should be noted, the projects and funding figures shown in this section are included due to their inclusion in the financial funding plan. Where projects have prior appropriation, a note is included.

CIP PROGRAM OUTLINE

2nd CIP: 80/20 CAPITAL DEBT PLAN

The FY18-23 CIP reflects a financing strategy implemented in FY18 that provides a dedicated \$0.0018 of the property tax rate for maintenance and new infrastructure needs. Eighty percent (80%) of the rate pays for debt and 20% pays for pay-as-you-go projects – 80/20 Capital Debt Plan throughout six year timeframe. The projects represented in the plan are individual projects consistent with City Council goals and objectives and within a framework of identified priorities.

In order to put this plan into place, Wilmington City Council adopted a tax rate of \$0.0018 cents over revenue neutral rate for the FY18 budget. That \$0.0018 cents funds the 2nd CIP plan (with the exception of Enterprise Fund projects such as Storm Water, Parking and a transfer from the General Fund balance in

the Public Facilities section). The dedicated rate is restricted in the Debt Service Fund by Ordinance and as changes occur in future revaluation years, the tax rate can be adjusted as needed. The prioritization of projects as well as the funding plan will be determined in the years of actual appropriation.

2016 PARKS BOND GENERAL OBLIGATION BONDS

In November 2016, the voters of Wilmington approved by a 64% margin a \$30.465 million General Obligation Bond Referendum for parks and recreation projects. A future increase to the City's property tax rate of \$0.0193 was included FY18 Budget to fund the 2016 Parks Bond. Proposed bonds represent 80% of a \$38,080,000 addition to the City's capital improvement program, with \$7,615,000 to be funded from pay-as-you-go funding from the same \$0.0193 tax increase. Adjusted for a net neutral as FY17 was a revaluation year, the dedicated tax rate for the Parks Bond is 1.8 cents in FY18 Adopted Budget. Funding for all approved bond projects has been appropriated and a complete list of can be found on the City's website.

FUTURE PROJECTS

The projects identified in FY19 and beyond represent project needs identified in the 2nd Capital Improvement Plan, again with the exception of the Enterprise Fund projects. The funding of those projects assumes an additional tax rate will be required to support the projects. The tax rate would be based upon the allocated dollars recommend for the next CIP. The prioritization of the requested projects as well as the funding plan will be determined in the years of actual appropriation.

FY18 ADOPTED BUDGET CIP PROJECT REPORT PAGES

Variables included in the project report pages include the following:

- Department: Lists the department responsible for managing the project
- Division: Lists the division within the responsible department managing the project
- Project Category: General CIP category the project falls within
- Status: Current status of the project; Status options potentially found within the budget document include the following:
 - Recommended: Project recommended by the CIP committee
 - Programmed: Project identified in an adopted CIP plan, but has no appropriation
 - Funded, pending action: Project has been funded and is awaiting action via staff
 - Design: Projects appropriated funding and in progress
 - Construction: Begins at the advertisement of bids and ends when the final construction payment is made
- Project Number: Unique code used to identify the project in the city's financial system
- FY18 Appropriation: Amount of funding appropriated in the FY18 Adopted Budget
- FY18 Primary Funding Source: The primary funding source as identified in the FY18 appropriation
- FY18-FY23 Operating Impact: The estimated operating impact of the project within the timeframe of the 2nd CIP, FY18-FY23
- Project History section is included in projects with appropriations in the 1st CIP

- 1st CIP Appropriation: Funding appropriated to the project over the last five years (FY13-17, including budgets appropriated to child projects)
- 1st CIP Expenditure: Funding spent from FY13-17 in the project. Note, the project budget may have been transferred to child projects or through Capital Improvement Project (CIP) approved transfers throughout the time frame defined. This includes the expenditures in child projects.

Note: The financial information sourced from project reports pulled between 6/10/2017 and 8/22/2017.

CAPITAL IMPROVEMENT PROGRAM SUMMARY

The Capital Improvement Program spans a six-year period covering FY18 through FY23 for all categories except Storm Water which is a five-year period covering FY18-FY22. Project costs, descriptions, and funding plans are presented in four (4) programmatic categories which include Streets and Sidewalks, Parks and Recreation, Public Buildings and Facilities, and Storm Water.

The **Streets and Sidewalks** program addresses major thoroughfare needs, street maintenance and rehabilitation, sidewalk construction and repair at a six-year projected cost of \$31,898,361.

The **Parks and Recreation** program provides for development of existing parks and funding for the maintenance and repair of various park facilities and structures throughout the City at a six year projected cost of \$40,759,783.

The **Public Facilities** program consists of funding for various public improvements. The six-year projected cost for this program is \$32,401,793.

The **Storm Water** program continues the City's efforts to proactively manage and mitigate the effects of storm water runoff, alleviate flooding, improve and maintain the drainage systems and drainage capacity of watercourses and containment structures City-wide at a projected cost of \$13,987,000 over five years.

The **Golf** program consists of funding for various Golf Course improvements. The six-year projected cost for this program is \$1,000,000

CAPITAL IMPROVEMENT COST SUMMARY BY PROGRAM

FY18 through FY23

Funds	Total						2018-2023	
	FY18	FY19	FY20	FY21	FY22	FY23	FY18-FY23	2nd 80/20 Plan
Streets & Sidewalks*	\$ 2,418,684	\$ 4,923,095	\$ 2,015,781	\$ 994,373	\$ 9,496,435	\$ 12,049,993	\$ 31,898,361	\$ 31,898,361
Parks & Recreation	\$ 37,392,569	\$ 726,968	\$ 1,052,228	\$ 198,386	\$ 489,632	\$ 900,000	\$ 40,759,783	\$ 3,679,783
Public Buildings & Facilities**	\$ 21,743,353	\$ 2,069,191	\$ 3,797,750	\$ 3,173,000	\$ 791,212	\$ 827,287	\$ 32,401,793	\$ 23,530,969
Storm Water	\$ 3,300,000	\$ 3,300,000	\$ 1,500,000	\$ 2,570,000	\$ 3,317,000	\$ -	\$ 13,987,000	\$ -
Golf	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -
Total, Cost Summary	\$ 65,854,606	\$ 11,019,254	\$ 8,365,759	\$ 6,935,759	\$ 14,094,279	\$ 13,777,280	\$ 120,046,937	\$ 59,109,113

*Includes \$600,000 (FY18) and \$1,400,000 (FY19) of prior year appropriation in Streets and Sidewalks

CAPITAL IMPROVEMENT REVENUE SUMMARY BY SOURCE

FY18 through FY23

Financing	Total						2018-2023	
	FY18	FY19	FY20	FY21	FY22	FY23	FY18-FY23	2nd 80/20 Plan
Debt Service Fund	\$ 2,350,304	\$ 1,690,304	\$ 1,485,152	\$ 985,152	\$ 2,155,456	\$ 2,755,456	\$ 11,421,824	\$ 11,421,824
Installment Financing - 80/20 Plan	\$ 12,653,478	\$ 4,628,950	\$ 5,380,607	\$ 3,380,607	\$ 8,621,823	\$ 11,021,824	\$ 45,687,289	\$ 45,687,289
Prior year appropriation*	\$ 600,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
General Fund	\$ 7,960,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,960,200	\$ -
Installment Financing**	\$ 472,474	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 472,474	\$ -
Parking Fund	\$ 438,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438,150	\$ -
Storm Water Fund	\$ 3,300,000	\$ 3,300,000	\$ 1,500,000	\$ 2,570,000	\$ 3,317,000	\$ -	\$ 13,987,000	\$ -
Parks Bond	\$ 38,080,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,080,000	\$ -
Total, Revenue Summary	\$ 65,854,606	\$ 11,019,254	\$ 8,365,759	\$ 6,935,759	\$ 14,094,279	\$ 13,777,280	\$ 120,046,937	\$ 59,109,113

*165T20 was appropriated in FY17; Project originally not in financing model but is included in the 2nd CIP model

**Additional Water Street Deck Expenditures project includes \$472,474 of Installment Financing to adjust the 3MF200 project to authorized financing amount of \$21M

STREETS AND SIDEWALKS OVERVIEW

Project Cost												
Second 80/20 Plan												
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total Year 1-6					
ADOPTED	Adopted 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21	Estimated 2021-2022	Estimated 2022-23	Total					
*16ST20	600,000	1,400,000	-	-	-	-	2,000,000					
17SW10	250,000	250,000	-	150,000	1,000,000	1,000,000	2,650,000					
17BR20	21,737	303,323	22,781	419,373	24,035	271,357	1,062,606					
18SR10	250,000	250,000	-	-	500,000	1,500,000	2,500,000					
18ST10	183,447	-	-	-	-	-	183,447					
18ST20	53,500	-	-	-	-	-	53,500					
18ST15	560,000	-	-	-	1,000,000	1,500,000	3,000,000					
13ST10	500,000	-	-	-	4,770,000	7,175,000	14,850,000					
17SR10	-	1,600,000	1,305,000	-	-	-	2,905,000					
17SW20	-	300,000	200,000	300,000	500,000	200,000	1,500,000					
TBD	-	259,772	-	-	-	-	259,772					
TBD	-	560,000	-	-	-	-	560,000					
TBD	-	-	488,000	-	-	-	488,000					
TBD	-	-	-	125,000	152,000	-	277,000					
TBD	-	-	-	-	-	403,636	403,636					
TBD	-	-	-	-	1,550,400	-	1,550,400					
TBD	-	-	-	-	-	-	-					
Total - Streets and Sidewalks Recommended	2,418,684	4,923,095	2,015,781	994,373	9,496,435	12,049,993	31,898,361					
*Appropriation in FY17												

Funding Plan												
	Adopted 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21	Estimated 2021-22	Estimated 2022-23	Total					
Funding Source	416,392	834,208	289,856	157,819	874,612	1,028,169	3,601,056					
Debt Service Fund	1,402,292	2,688,887	1,725,925	836,554	8,621,823	11,021,824	26,297,305					
Installation Financing - 80/20 Plan	600,000	1,400,000	-	-	-	-	2,000,000					
*Prior year appropriation	2,418,684	4,923,095	2,015,781	994,373	9,496,435	12,049,993	31,898,361					
Total Funding - Streets and Sidewalks	2,418,684	4,923,095	2,015,781	994,373	9,496,435	12,049,993	31,898,361					

Blue fill = Second Six Year 80/20 model

LEGEND

Annual Operational Impacts												
Project Title	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total Year 6 - 11					
*16ST20	-	-	-	-	-	-	-					
17SW10	-	-	-	-	-	-	-					
17BR20	-	-	-	-	-	-	-					
18SR10	(5,500)	(11,000)	(11,000)	(11,000)	(11,000)	(11,000)	(60,500)					
18ST10	-	-	-	-	-	-	-					
18ST15	-	-	14,831	15,127	15,430	15,739	61,127					
13ST10	-	-	-	-	-	-	-					
17SR10	-	-	-	-	-	-	-					
17SW20	-	-	-	-	-	-	-					
TBD	-	-	-	-	-	-	-					
TBD	-	-	-	-	-	-	-					
TBD	-	-	-	-	-	-	-					
TBD	-	-	-	-	-	-	-					
TBD	-	-	15,000	15,300	15,606	15,918	61,824					
Total - Streets and Sidewalks Operating Impact	(5,500)	(11,000)	18,831	34,554	35,466	36,395	108,746					

ADOPTED BUDGET CIP

Chestnut & Grace Street Improvements (Water Street Deck Project)

DEPARTMENT PUBLICSERVICES
DIVISION STREETS

PROJECT LOCATION Chestnut / Grace between Water and Front Streets

PROJECT DESCRIPTION

The Chestnut and Grace Street Streetscape Project will improve the current streetscape by installation of new pedestrian way, street furniture and landscaping.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	16ST20
FY18 APPROPRIATION	\$0
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY	
1ST CIP APPROPRIATION	\$2,000,000
1ST CIP EXPENDITURE	\$0.00

BENEFIT TO THE CITY

The Chestnut and Grace Street Streetscape Project will be more harmonious with the new Water Street Parking Deck Project (River Place). These enhancements will be consistent with other Downtown Streetscape Projects.



ADOPTED BUDGET CIP

Sidewalk Rehab/Repairs

DEPARTMENT PUBLICSERVICES
DIVISION STREETS

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

Project is intended to provide funding for repairs and improvements to existing sidewalks and ADA ramps within the City's sidewalk and ADA ramp inventory

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	17SW10
FY18 APPROPRIATION	\$250,000
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$750,000
1ST CIP EXPENDITURE	\$837,550.74

BENEFIT TO THE CITY

Project scope is to repair and mitigate hazardous and non-compliant sidewalks and ramps within the city sidewalk network. It is an important program aimed at improving pedestrian access, safety, and mobility throughout the city's pedestrian network. Project also addresses citizen complaints regarding missing ramps and dangerous tripping hazards reported by pedestrians.



ADOPTED BUDGET CIP

Bridge Repair

DEPARTMENT CITY MANAGER
DIVISION ENGINEERING

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

Wilmington historically has contracted with NCDOT to have their consultant conduct inspections of city-owned bridges. Currently, there are 19 bridges subject to federally-mandated inspection. Some repairs are routine maintenance items to be done by the city crews. Other specialty items will need to be contracted. Additionally, structural repairs are expected to be necessary on some bridges in the near future. This project is to provide an allowance for minor contracted repairs that may be required under future inspections. Any major repair may require additional appropriations if and when identified. This project is an ongoing maintenance project.

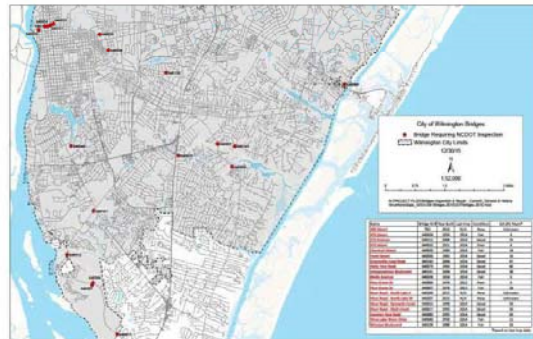
PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	17BR20
FY18 APPROPRIATION	\$21,737
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$1,608,566
1ST CIP EXPENDITURE	\$383,343.93

BENEFIT TO THE CITY

Federal law requires the city to inspect their bridges every two years and to perform mandatory corrective work.



ADOPTED BUDGET CIP

Brick Street Rehabilitation

DEPARTMENT PUBLICSERVICES
DIVISION STREETS

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

Project is intended to provide funding for preservation, rehabilitation, restoration, and repairs of Brick Streets contained within the City's Historic Brick Streets inventory.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18SR10
FY18 APPROPRIATION	\$250,000
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The City's historic brick streets inventory has been deteriorating for many years due to normal wear and tear but marred primarily by Utility cuts that were repaired using asphalt. Also, many brick streets were paved over in previous years due to budget constraints dictated by the large cost differential between asphalt overlays vs. brick street restoration. Brick streets are an important component of the City historic character and to the unique character of the neighborhoods encompassed by the brick streets network.



ADOPTED BUDGET CIP

Market Street Acorn Lighting LED Upgrade

DEPARTMENT PLANNING, DEVELOPMENT AND TRANSPORTATION
DIVISION TRANSPORTATION PLANNING

PROJECT LOCATION Market Street 4th to 17th

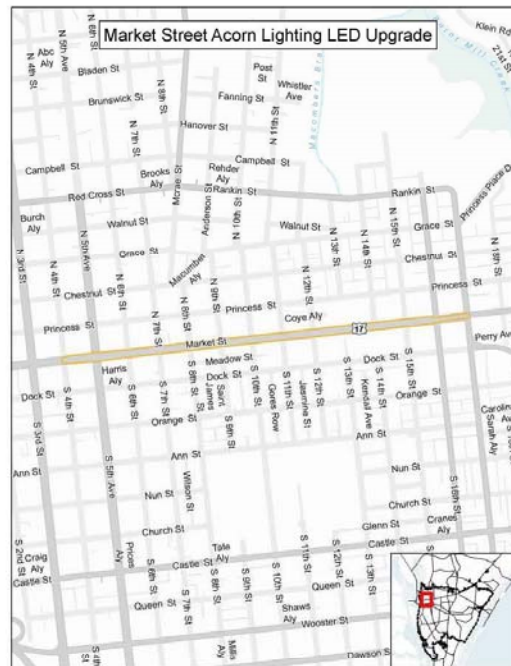
PROJECT DESCRIPTION

Procure and contract replacement of 152 High Pressure Sodium lights with energy efficient LED lights

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	18ST10
FY18 APPROPRIATION	\$183,447
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	-\$60,500

BENEFIT TO THE CITY

Expansion of existing pilot at 5th/Market with lower intensity, warmer lights. The retrofit will reduce power consumption, increase lighting quality and reliability. No design or permitting is required for this project, existing lights at 5th/Market were approved by HPC with administrative bypass. This project will also reduce overall up lighting. Project will have to be staged to allow manufacture of lighting units.



ADOPTED BUDGET CIP

Riverfront Shoreline Improvements

DEPARTMENT ENGINEERING
DIVISION ENGINEERING

PROJECT LOCATION Riverwalk, Downtown Wilmington

PROJECT DESCRIPTION

Update to the Wilmington Riverfront Assessment Report, prepared by Andrew Consulting Engineers (originally issued February 22, 2012). The scope of work includes a consultant survey of existing conditions along the downtown waterfront and preparation of a vulnerability analysis. Recommendations for infrastructure management to mitigate public safety hazards, property damage and unplanned budgetary impacts. The original report served as the basis for development of the riverfront stabilization projects. An update to the report is needed to reflect the current conditions and reassess the long-term strategy to repair and maintain the downtown riverfront. Updates are planned on a 5-year cycle.

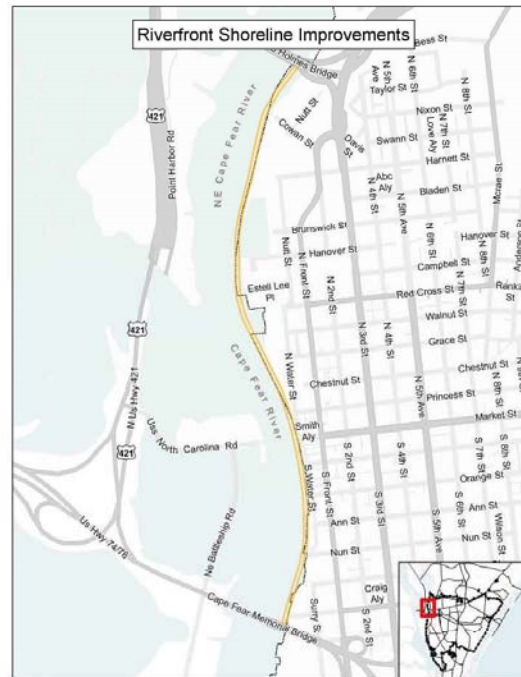
PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	18ST20
FY18 APPROPRIATION	\$53,500
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$5,770,749
1ST CIP EXPENDITURE	\$3,145,523.28

BENEFIT TO THE CITY

This engineering study is vital to the sustainability of the downtown riverfront. Due to: 1) public safety concerns; 2) the risk for major property damage; 3) the magnitude of expenditures for emergency repairs; and 4) the potential savings associated with timely remedial work, it is imperative that every reasonable effort be made to anticipate problems. This allows time for regulatory permitting of the most cost effective solutions and stable financial planning.



ADOPTED BUDGET CIP

Interchange Upgrade (Kerr & MLK)

DEPARTMENT PLANNING, DEVELOPMENT AND TRANSPORTATION
DIVISION WILMINGTON METROPOLITAN PLANNING ORGANIZATION (WMPO)

PROJECT LOCATION Kerr and MLK

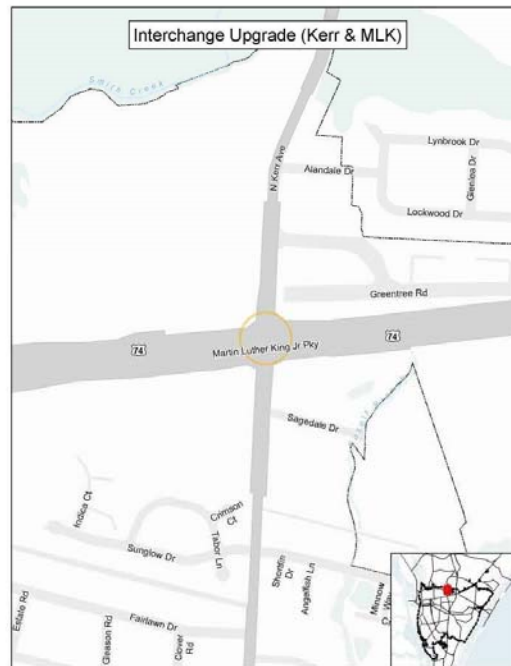
PROJECT DESCRIPTION

The proposed Martin Luther King Jr. Parkway and Kerr Ave interchange project will help address congestion issues at this busy intersection. This project will increase the efficiency of the intersection by decreasing wait time and queuing at the signal. NCDOT will construct this project. The project is identified as funded into the STIP in FY20. The City of Wilmington's contribution will include wall treatments, multi-modal accommodations, decorative lighting, and aesthetic enhancements

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	18ST15
FY18 APPROPRIATION	\$560,000
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$61,127

BENEFIT TO THE CITY

NCDOT has identified funding in the adopted 2016-2025 STIP for intersection upgrades to the US 74 (Martin Luther King, Jr. Boulevard), Kerr Ave. NCDOT's construction is funded in FY20. The City's contribution will be for aesthetic wall treatments, decorative lighting, multi-modal accommodations, and other aesthetic enhancements.



ADOPTED BUDGET CIP

Coordinated Improvements w/ CFPUA

DEPARTMENT PUBLICSERVICES
DIVISION STREETS

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

This project proposes annual funding for street improvements to be performed as enhanced restoration for the Cape Fear Public Utility Authority (CFPUA) water & sanitary sewer rehabilitation program. This project combines and is an extension of previous projects such as: Front Street Improvements (Market St to Chestnut St); Water St/Market Street Intersection Streetscaping; and Riverwalk Approaches (a.k.a. Riverwalk Access, as described in the Vision 2020 plan). This project will provide the necessary flexibility to respond to inter-agency coordination needs, such as the impending CFPUA utility work Water Street (Market Street to Walnut Street)

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	13ST10
FY18 APPROPRIATION	\$500,000
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$1,282,186
1ST CIP EXPENDITURE	\$0.00

BENEFIT TO THE CITY

By coordinating the streetscape improvements work with CFPUA projects, a significant cost-savings will be realized. In addition, it is a common-sense approach to repair the subsurface utility infrastructure as a first step before making surface improvements. This avoids the demolition and replacement of recently-constructed infrastructure.



STREETS AND SIDEWALKS CAPITAL PROJECT DESCRIPTIONS**CHESTNUT AND GRACE ST IMPROVEMENT – 16ST20; APPROPRIATED FY17**

The Chestnut and Grace St. Improvement Project will improve the current streetscape by installation of new pedestrian way, street furniture and landscaping. The Chestnut and Grace Street Streetscape Project will be more harmonious with the new Water Street Parking Deck Project (River Place). These enhancements will be consistent with other Downtown Streetscape Projects.

SIDEWALK REHAB/REPAIRS – 17SW10; APPROPRIATED FY18

Project provides for repairs and rehabilitation to existing sidewalks and American with Disability Act (ADA) ramps within the City sidewalk inventory. Project scope is to repair and mitigate hazardous and non-compliant sidewalks and ramps within the City. The project goal is to improve pedestrian access and mobility throughout the City's sidewalk network.

BRIDGE REPAIR – 17BR20; APPROPRIATED FY18

Wilmington historically has contracted with North Carolina Department of Transportation (NCDOT) to have their consultant conduct inspections of city-owned bridges. Some repairs are routine maintenance items to be done by City crews. Other specialty items will need to be contracted. Additionally, structural repairs are expected to be necessary on some bridges in the near future. This project is to provide an allowance for minor contracted repairs that may be required under future inspections. Any major repair may require additional appropriations if and when identified. Federal law requires the City to inspect their bridges every 2 years and to perform mandatory corrective work.

BRICK STREET REHABILITATION – 18SR10; APPROPRIATED FY18

Project provides for the rehabilitation, reconstruction, and repair of the City's historic brick street inventory. The historic brick streets inventory has been deteriorating for many years due to normal wear and tear but primarily due to utility cuts done many years ago and patched using asphalt. Brick streets are an important component to the City's historical character and to the unique character of the neighborhoods encompassed by the brick street network.

MARKET ST ACORN LIGHTING LED UPGRADE – 18ST10; APPROPRIATED FY18

The project funding will allow for procurement and contract replacement of one-hundred and fifty-two (152) high pressure sodium lights with energy efficient LED lights. The project is an expansion of an existing pilot at 5th and Market Streets. The retrofit will reduce power consumption, increase lighting quality and reliability. No design or permitting is required for this project, as the existing lights at 5th and Market Streets were approved by the Historic Preservation Commission with administrative bypass.

RIVERFRONT: SHORELINE IMPROVEMENTS – 18ST20; APPROPRIATED FY18

The project intends to access the stability and structural integrity of the downtown riverfront infrastructure.

INTERCHANGE UPGRADE (KERR AND MLK) – 18ST15; APPROPRIATED FY18

The Martin Luther King Jr. Parkway and Kerr Ave interchange project will help address congestion issues at this busy intersection. This project will increase the efficiency of the intersection by decreasing wait

time and queuing at the signal. NCDOT will construct this project. The project is identified as funded in the State Transportation Improvement Program (STIP) in FY18. The City of Wilmington's contribution will include wall treatments, multi-modal accommodations, decorative lighting, and aesthetic enhancements.

COORDINATED IMPROVEMENTS WITH CFPUA – 13ST10; APPROPRIATED FY18

This project proposes annual funding for street improvements to be performed as enhanced restoration for the Cape Fear Public Utility Authority (CFPUA) water and sanitary sewer rehabilitation program. This project combines and is an extension of previous projects such as: Front Street Improvements (Market St to Chestnut St); Water Street/Riverfront Park Project; and Third Street. This project will provide the necessary flexibility to respond to inter-agency coordination needs, such as the impending Water Street Project from Princess Street to Walnut Street. By coordinating the streetscape improvements work with CFPUA projects, a significant cost- savings will be realized. In addition, it is a common-sense approach to repair the subsurface utility infrastructure as a first step before making surface improvements. This avoids the demolition and replacement of recently-constructed infrastructure.

STREETS REHABILITATION – 17SR10; PROJECTED FY19

The streets rehabilitation project is classified as a parent project; Funds appropriated to this project can be expended from the project or moved to a child project throughout the year. Streets and sidewalk rehabilitation includes contracted rehabilitation and resurfacing of streets within the city streets network by means of projects with scope that include but are not limited to road construction activities and practices such as full depth reclamation and stabilization, milling and resurfacing, surface treatments, and pavement preservation techniques.

PEDESTRIAN/BIKE IMPROVEMENTS – 4SW200; PROJECTED FY19

Project provides funding for the construction of new bicycle and pedestrian facilities throughout the City. Project's primary focus is to fund projects designed to improve bicycle and pedestrian accessibility in areas ranked high in need by the Pedestrian/Bike Improvement Team (PBIT). Project is driven by high demand for bike paths and sidewalks as determined by the citizen survey and also identified need for bicycle and pedestrian facilities as determined in the Walk Wilmington Pedestrian Planning Study, Cape Fear Commutes, and Parks and Rec Open Space Plan.

RIVERWALK: RED CROSS RIVERWALK ACCESS (ALOFT HOTEL) – TBD; PROJECTED FY19

The project will enhance the Riverwalk pedestrian access from the foot of Red Cross Street adjacent to the proposed Coastline Inn hotel expansion (along the northern side of the Cape Fear Community College boat building shop). The scope of work may include: a new concrete walkway; brick paver accent strips; gooseneck lighting; raised planters, Riverwalk banner poles; benches; and trash receptacles. The project will improve a much-needed Riverwalk access in the area extending from the Hilton hotel to the recently completed Convention Center. The walkway will be designed to support light vehicular traffic for improved Emergency Medical Service (EMS) response, and will provide enhanced lighting. The access is important both for public safety and pedestrian circulation. This project is consistent with the Vision 2020 plan and complements the "CFCC Riverwalk Rehabilitation" and "Coastline Inn Riverfront Stabilization" projects.

INTERCHANGE UPGRADE (US74 EASTWOOD AND SR1409 MILITARY CUTOFF) – TBD; PROJECTED FY19
The Eastwood Road and Military Cutoff Road interchange project will help address congestion issues at this busy intersection. This project will increase the efficiency of the intersection by decreasing wait times and queuing. NCDOT will construct this project. The project is funded in the State Transportation Improvement Program (STIP) in FY21. The City of Wilmington’s contribution will be for wall treatments, decorative lighting, and aesthetic enhancements.

INDEPENDENCE SCREEN WALL REPAIR – TBD; PROJECTED FY20
The project funding will allow for the repair of exterior stucco coating on the Independence Blvd. screen wall. The project will assist in preventing further unnecessary damage and prolonging the life of an existing city-owned structure. The surface coating of the Independence Blvd Screen Wall has been damaged by water intrusion and freeze-thaw cycles over a number of years. Delays in providing funding for the project has resulted in an escalation of the cost to repair the appearance of the wall.

DOWNTOWN ALLEY IMPROVEMENTS – TBD; PROJECTED FY21
The conditions of the downtown alleys are in disrepair. Prior to 2008 downturn in the economy the City funded a program to improve downtown alleys for pedestrian and for service to restaurants. This project would revitalize this effort turning alleys in usable space for a variety of activities.

RIVERWALK: SOUTH HANDRAILS – TBD; PROJECTED FY23
The existing handrails were installed using the original detail developed under the Riverwalk South project (2001). This railing system is maintenance-intensive and requires frequent checking and tightening of set screws on collars to prevent loss of railings. The new railing system developed under the Riverwalk North (Phase 1) project eliminates this maintenance requirement by eliminating the need for collars. This also improves public safety by anchoring the railings into the timber posts.

MARKET STREET ACCESS MGMT – TBD; PROJECTED FY22
This project includes access management improvements along Market Street from Porters Neck Road to Colonial Drive. The portion in the City is from Gordon Road to Colonial Drive.

PARKS AND RECREATION OVERVIEW

PARKS AND RECREATION												
Project Cost												
Second 80/20 Plan												
	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6	
	Adopted	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Total
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	Total		Total		Total	
ADOPTED												
Code	Project Title	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	Total		Total		Total
18PK10	Bijou Park Renovation	69,319	483,718	-	-	-	-	553,037		-		553,037
17PK15	Park Facilities Maintenance	243,250	243,250	289,070	198,386	489,632	900,000	2,363,588		-		2,363,588
3PK150	Riverfront Park Phase IA	-	-	725,708	-	-	-	725,708		-		725,708
06PK30	Parks, Recreation and Open Space Master Plan Update	-	-	37,450	-	-	-	37,450		-		37,450
	Total - Parks and Recreation	312,569	726,968	1,052,228	198,386	489,632	900,000	3,679,783		900,000		3,679,783
Funding Plan												
	Adopted	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Total
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	Total		Total		Total	
Funding Source	257,500	330,158	430,872	198,386	489,632	900,000	2,606,548		-		2,606,548	
Debt Service Fund	55,069	396,810	621,356	-	-	-	1,073,235		-		1,073,235	
Installment Financing - 80/20 Plan	312,569	726,968	1,052,228	198,386	489,632	900,000	3,679,783		-		3,679,783	
Total Funding - Parks and Recreation	312,569	726,968	1,052,228	198,386	489,632	900,000	3,679,783		900,000		3,679,783	
LEGEND												
Blue fill = Second Six Year 80/20 model												
PARKS AND RECREATION OPERATING IMPACT												
Annual Operational Impacts												
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total		Total		Total	
Code	Project Title	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total		Total		Total
18PK10	Bijou Park Renovation	-	-	-	-	-	-	-		-		-
17PK15	Park Facilities Maintenance	-	-	-	-	-	-	-		-		-
3PK150	Riverfront Park Phase IA	-	-	-	-	-	-	-		-		-
06PK30	Parks, Recreation and Open Space Master Plan Update	-	-	-	-	-	-	-		-		-
	Total - Parks and Recreation Operating Impacts	-	-	-	-	-	-	-		-		-

ADOPTED BUDGET CIP

Bijou Park Improvements

DEPARTMENT CITY MANAGER
DIVISION ECONOMIC DEVELOPMENT

PROJECT LOCATION 300 Block of Front Street

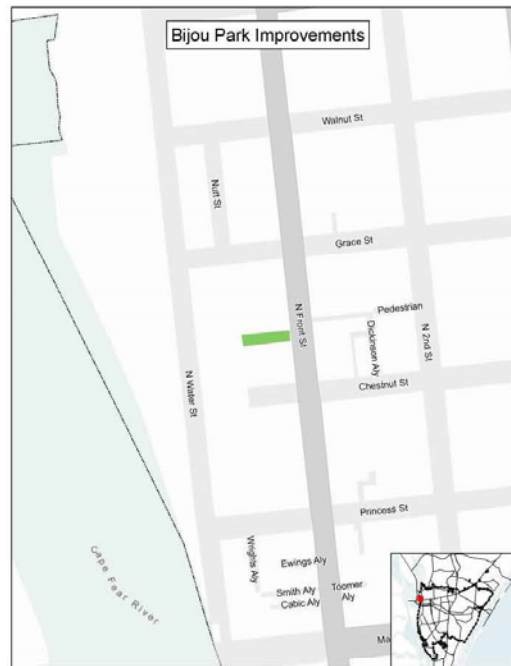
PROJECT DESCRIPTION

Two phases of improvements to Bijou Park, which will be a signature urban open space serving as the connecting gateway from the mid-block of Front Street (between Grace Street and Chestnut Street) to the newly-redeveloped Water Street Parking Deck (Riverplace) and onward to Water Street and the Cape Fear River. The project involves a complete renovation of the site with contemporary landscape features and other extensive upgrades to promote activation and safety.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK10
FY18 APPROPRIATION	\$69,319
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The project will address dark corners, general underuse and undesirable clientele activities currently happening in the space by providing increased visibility and usage from everyday people. Lighting will be enhanced. The project will encourage the addition of windows and doorways on adjacent facades. The public space will be artistic in its design, promote arts activities through allowing space for such activities, and will be a gathering point for everyday cultural and social interaction. Such interaction is viewed positively by employers seeking to attract talent and employees looking for cultural amenities in urban areas (especially tech firms). This will also have a positive effect on currently-vacant storefronts surrounding the site, including buildings across Front Street that look onto the space.



ADOPTED BUDGET CIP

Parks Facilities Maintenance

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

The parks facilities maintenance project is classified as a parent project; Funds appropriated to this project can be expended from the project or moved to a child project throughout the year. The project includes on-going upgrades, enhancements and improvements to city parks, grounds, landscapes and athletic fields. Maintenance is needed for aesthetic improvements and to meet safety requirements. This is an ongoing CIP maintenance project.

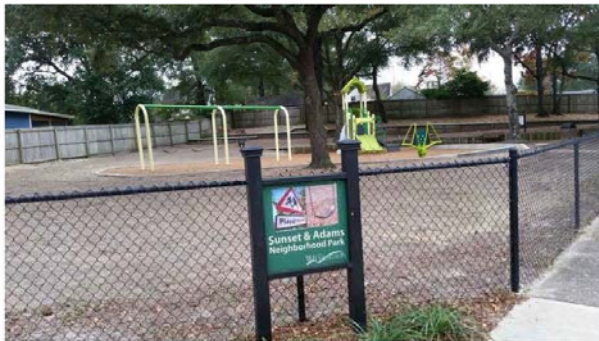
PROJECT CATEGORY	PARKS & RECREATION
STATUS	CONSTRUCTION
PROJECT NUMBER	17PK15
FY18 APPROPRIATION	\$243,250
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$1,215,305
1ST CIP EXPENDITURE	\$1,066,926.43

BENEFIT TO THE CITY

The project funds repairs, enhancements and replacement needs to include park amenities (tables, benches, shelters, fencing etc); landscape maintenance (mulch, prep work for new landscapes or upgrades to existing; irrigation projects and upgrades to ball fields and parks); Trail maintenance and safety issues, repairs to amenities along trails, playgrounds (play mulch and replacements of aged out play units); park signs; athletic facilities (repairs to existing and/or replace field lights, tennis court surfaces, bocce ball courts, shelters, bleachers and upgrades to aged out ball fields, new dugouts); special projects (handle requested in-house assistance with projects and landscaping).



PARKS AND RECREATION CAPITAL PROJECT DESCRIPTIONS**BIJOU PARK – 18PK10; APPROPRIATED FY18**

The project includes two phases of improvements to Bijou Park, which will be a signature urban open space serving as the connecting gateway from the mid-block of Front Street (between Grace Street and Chestnut Street) to the newly-redeveloped Water Street Parking Deck (Riverplace) and onward to Water Street and the Cape Fear River. The project involves a complete renovation of the site with contemporary landscape features and other extensive upgrades to promote activation and safety.

PARK FACILITIES MAINTENANCE – 17PK15; ANNUAL APPROPRIATION

The parks facilities maintenance project is classified as a parent project; Funds appropriated to this project can be expended from the project or moved to a child project throughout the year. The project includes on-going upgrades, enhancements and improvements to city parks, grounds, landscapes and athletic fields. Maintenance is needed for aesthetic improvements and to meet safety requirements. This is an ongoing CIP maintenance project.

RIVERFRONT PARK PHASE IA – 3PK150; PROJECTED FY20

The City of Wilmington applied for a grant to rehabilitate Riverfront Park as part of the Water Street Riverfront Park project. The city was not awarded the grant so funding is needed to complete the Water Street Riverfront Park portion of the project.

PARKS, RECREATION AND OPEN SPACE MASTER PLAN UPDATE – 06PK30; PROJECTED FY20

The North Carolina Recreation and Parks Association recommends agencies update their long range plans every five years. Wilmington's current plan contains recommendations through 2015. Parks and Recreation Master Plans serve to build upon current assets and identify new opportunities and partnerships. The plan is intended to provide direction to staff, advisory committees and elected officials to enhance parks, recreational and cultural services in a strategic and sustainable approach.

PUBLIC FACILITIES OVERVIEW

PUBLIC FACILITIES		Project Costs										
		Second 80/20 Plan										
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total Year 1-6				
ADOPTED	Adopted	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Total
Code	Project Title	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23	Total
10MF10	Police, Fire and City Training Facility	9,640,878	-	-	-	-	-	-	-	-	-	9,640,878
17MF05	Building Maintenance	387,941	187,941	255,000	149,000	791,212	827,287	-	-	-	-	2,598,381
18MF10	HVAC Replacement	886,000	1,015,000	-	-	-	-	-	-	-	-	1,901,000
3MF200	Chestnut Street Deck Elevated Walkway	1,400,000	600,000	-	-	-	-	-	-	-	-	2,000,000
3MF200	Additional Water Street Deck Expenditures**	1,030,184	-	-	-	-	-	-	-	-	-	1,030,184
17PK15	Parks Maintenance Facility	-	266,250	3,195,000	-	-	-	-	-	-	-	3,461,250
TBD	RiverLights Fire Station	-	-	347,750	3,024,000	-	-	-	-	-	-	3,371,750
18MF20	IT Core System Replacement	4,500,000	-	-	-	-	-	-	-	-	-	4,500,000
10MF10	Police, Fire and City Training Facility Contingency	750,000	-	-	-	-	-	-	-	-	-	750,000
18MF15	800 MHz Radio Replacement	2,710,200	-	-	-	-	-	-	-	-	-	2,710,200
13MF20	Market Street Deck Lighting Replacement	138,150	-	-	-	-	-	-	-	-	-	138,150
18MF25	IPS Meters	300,000	-	-	-	-	-	-	-	-	-	300,000
	Total - Public Facilities Recommended	12,872,529	2,069,191	3,797,750	3,173,000	791,212	827,287	827,287	827,287	827,287	827,287	23,530,969
	Total - Public Facilities Recommended	21,743,353	2,069,191	3,797,750	3,173,000	791,212	827,287	827,287	827,287	827,287	827,287	32,401,793
	** Additional Water Street Deck Expenditures includes \$472,474 to adjust the 3MF200 project to authorized financing amount of \$21											

PUBLIC FACILITIES OPERATING IMPACTS		Funding Plan										
		Annual Operational Impacts										
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total Year 6 - 11				
Code	Project Title	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23	Total
10MF10	Police, Fire and City Training Facility	-	280,000	285,600	291,312	297,138	303,081	-	-	-	-	1,457,131
17MF05	Building Maintenance	-	-	-	-	-	-	-	-	-	-	-
18MF10	HVAC Replacement	-	-	-	-	-	-	-	-	-	-	-
3MF200	Chestnut Street Deck Elevated Walkway	-	-	-	-	-	-	-	-	-	-	-
3MF200	Additional Water Street Deck Expenditures**	-	-	-	-	-	-	-	-	-	-	-
17PK15	Parks Maintenance Facility	-	-	-	-	904,972	923,071	-	-	-	-	1,828,043
TBD	RiverLights Fire Station	-	-	-	-	-	-	-	-	-	-	-
18MF20	IT Core System Replacement	-	-	-	-	-	-	-	-	-	-	-
10MF10	Police, Fire and City Training Facility Contingency	-	-	-	-	-	-	-	-	-	-	-
18MF15	800 MHz Radio Replacement	(15,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(185,000)
13MF20	Market Street Deck Lighting Replacement	10,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	170,000
18MF25	IPS Meters	(5,000)	270,000	275,600	281,312	1,192,110	1,216,152	-	-	-	-	3,230,175
	Total Public Facilities Operating Impacts	(5,000)	270,000	275,600	281,312	1,192,110	1,216,152	1,216,152	1,216,152	1,216,152	1,216,152	3,230,175

ADOPTED BUDGET CIP

Police & Fire Training Facility

DEPARTMENT ENGINEERING
DIVISION ENGINEERING

PROJECT LOCATION 3100 Hurst Street

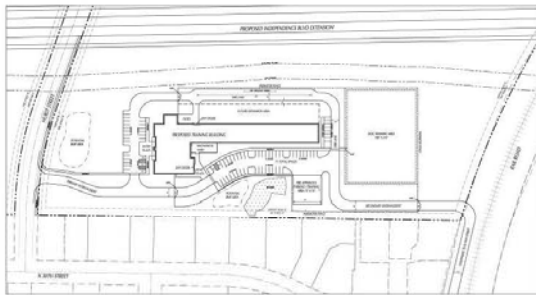
PROJECT DESCRIPTION

The City of Wilmington is proposing to build an indoor training facility and sub-station (approximately 30,000 square feet), which will include an indoor live fire range. The property will also be used to construct an (approximately 10,000 square foot) building that would house the Wilmington Fire Department's (WFD's) Training and Logistics Division. This facility would also service other departments as a City wide Training facility.

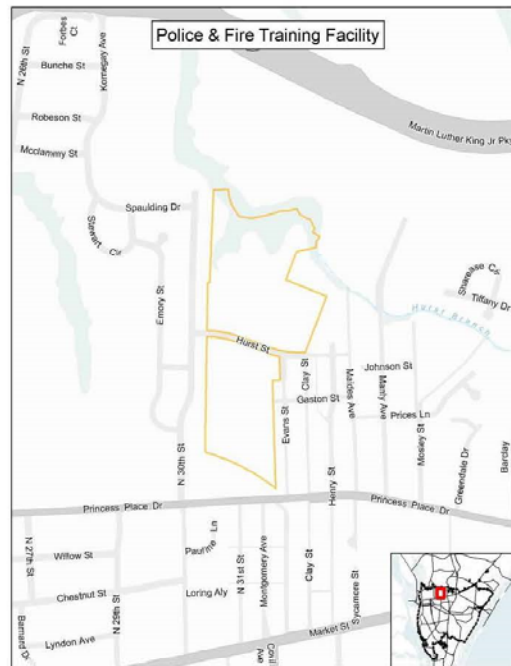
PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	10MF10
FY18 APPROPRIATION	\$10,390,878
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$1,457,131

BENEFIT TO THE CITY

The Police Department has grown significantly since the range was built in the 1960's. The range/training facility we currently utilize has remained unchanged since its construction more than forty years ago. There have been considerable advances and changes with law enforcement training, mandated state requirements, and litigations associated with the use of firearms, and the use of firearms against officers since the 1960s. These advances and changes demand a modern training facility to meet the current and future needs of the agency. Currently, the Fire Training Division operates at Fire Headquarters (FH) in multiple offices that were once closets or storage rooms. When the building was initially constructed there was only one person assigned to the division. It was increased to over the last eight years to a total of six personnel after WFD's assessment in 2006 recommended increases staff.



CITY OF WILMINGTON
POLICE, FIRE AND CITY TRAINING FACILITY
SITE CONCEPT MAY 20, 2017



ADOPTED BUDGET CIP

Building Maintenance

DEPARTMENT PUBLICSERVICES
DIVISION PUBLICBUILDINGS

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

The building maintenance project is classified as a parent project; funds appropriated to this project can be expended from the project or moved to a child project throughout the year. The scope of this project is to make improvements to multiple city facilities. The improvements are imperative to ensure that city facilities continue to function as a safe place to do business for both our employees and citizens.

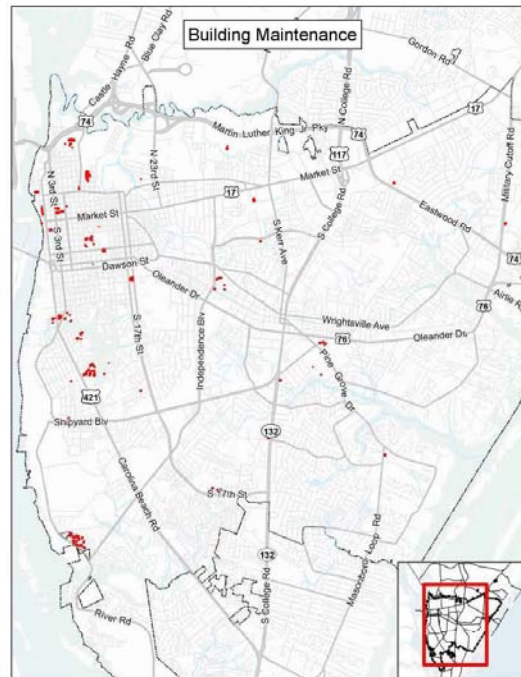
PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	CONSTRUCTION
PROJECT NUMBER	17MF05
FY18 APPROPRIATION	\$387,941
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$1,553,791
1ST CIP EXPENDITURE	\$1,782,299.12

BENEFIT TO THE CITY

It is necessary to continuously improve existing facilities to ensure our citizens receive services and employees provide services in properly functioning, safe facilities. If general improvements are neglected, it will result in greater cost in future years.



ADOPTED BUDGET CIP

HVAC Replacement

DEPARTMENT PUBLICSERVICES
DIVISION PUBLICBUILDINGS

PROJECT LOCATION City-wide

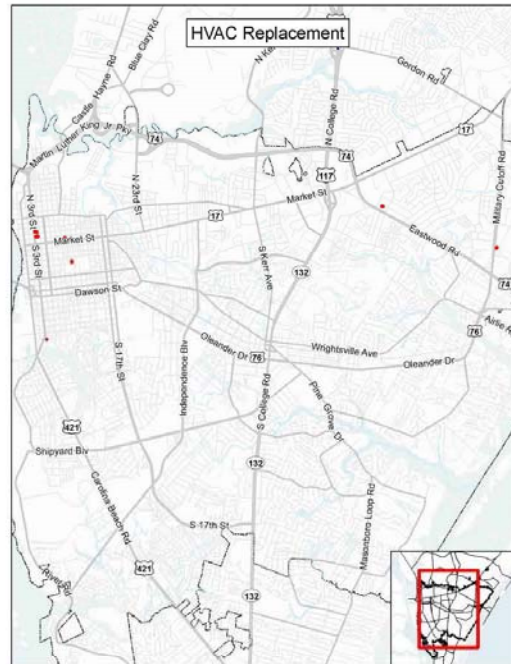
PROJECT DESCRIPTION

The purpose of this project is to replace the HVAC system at numerous buildings throughout the City that are aging and inefficient. Those buildings include Fire Headquarters, Fire Stations 7, 8 and 9, City Hall, Police SE Station, Parks and Recreation Office, Fitness Center and City Administration Building on Chestnut St (NOTE: any other HVAC needs will continue to be addressed through Buildings Maintenance project 05MF10). Year 1 - Design for Fire HQ and 305 Chestnut; Install for City Hall, Fire Stations 7, 8, 9, Fitness Center and Parks and Rec office. Year 2 - Install for Fire HQ and 305 Chestnut

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	18MF10
FY18 APPROPRIATION	\$886,000
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The age of HVAC systems in these buildings ranges from 16 years up to 41 years. Maintenance and finding parts becomes more problematic as these systems continue to age. Replacing with newer more efficient systems will also improve the comfort of the occupants, the air quality in the buildings as well as reducing electricity costs through improved efficiency.



ADOPTED BUDGET CIP

Additional Water Street Deck Expenditures

DEPARTMENT CITY MANAGER
DIVISION ECONOMIC DEVELOPMENT

PROJECT LOCATION Water Street Parking Deck

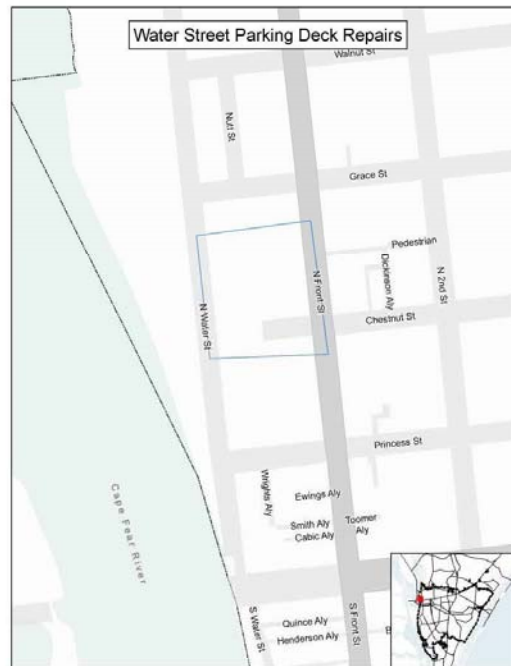
PROJECT DESCRIPTION

The project is a public/private partnership to construct a mixed-use downtown building including a parking deck, public parking, common areas and residential units. Additional funding is needed for the construction of the project.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	3MF200
FY18 APPROPRIATION	\$1,030,184
FY18 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The Project will consist of the demolition of the existing Water Street Public Parking deck and construction of a multi-story mixed use development including parking, residential and retail space. In addition, it will maintain access to Bijou Park and re-connect Chestnut Street to Water Street, while providing public space at the foot of Chestnut Street



ADOPTED BUDGET CIP

800 MHz Radio Replacement

DEPARTMENT FIRE
DIVISION FIRE SUPPORT

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

This request is to replace existing 800 MHz radios utilized by the fire, police, and public services departments. Fire and police radios are at the end of their life-cycle.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	18MF15
FY18 APPROPRIATION	\$2,710,200
FY18 PRIMARY FUNDING SOURCE	General Fund
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Current radios will no longer be supported by Motorola in 2019. The Fire Department is having constant problems with existing portable radios. Each time a radio is sent back to Motorola for repair the minimum charge is \$400. Currently, WFD only has four (4) spare portables. Problems include radios switching talk group for no apparent reason causing a potential life safety issues during an incident. This project could be broken into multiple years to reduce the impact on budget restraints for both WPD and WFD. Public Services would replace existing push-to-talk Verizon phones, thus reducing their annual Cell phone costs by approximately \$41,000.



ADOPTED BUDGET CIP

Market Street Deck Lighting Replacement

DEPARTMENT CITY MANAGER
DIVISION PARKING

PROJECT LOCATION Market Street Parking deck

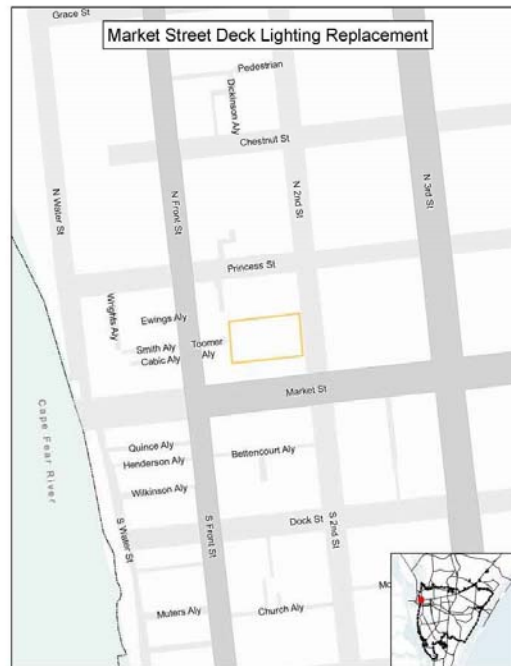
PROJECT DESCRIPTION

To increase safety, lighting coverage and reduce energy cost, LED lighting will be installed in both the Market St & 2nd St Deck. \$56,850 was requested solely for Market St Deck in FY13 and has not been spent. Based on the initial estimates to complete both Market St and 2nd St Decks, an additional \$138,150 is being requested in supplemental funding for this project in FY18. The completion of the 2nd St Deck project will follow shortly after. The fixtures are expected to have a 10-year warranty and produce an expected drop in maintenance cost and energy usage. Due to those factors, there is an expected savings of \$30,000 annually FY19 on and -15,000 the first year.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	13MF20
FY18 APPROPRIATION	\$138,150
FY18 PRIMARY FUNDING SOURCE	Parking Funding
FY18-FY23 OPERATING IMPACT	-\$165,000

BENEFIT TO THE CITY

This project is expected to have an ROI in 5 – 6 years, in addition to the added visibility and security benefit to parking deck customers.



ADOPTED BUDGET CIP

IPS Meters

DEPARTMENT CITY MANAGER
DIVISION PARKING

PROJECT LOCATION Downtown Parking

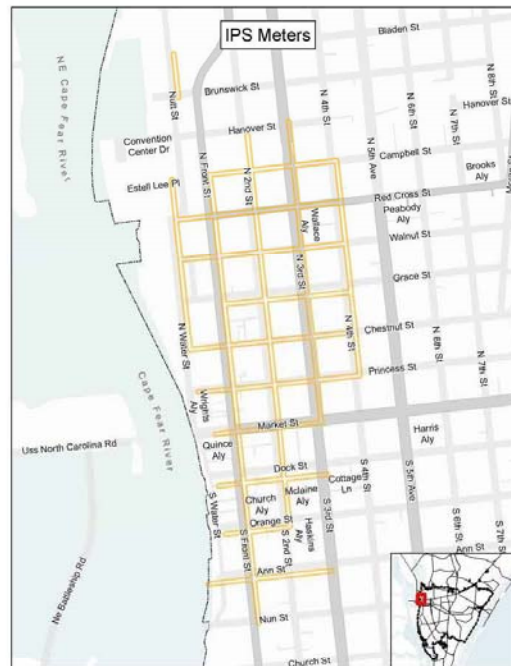
PROJECT DESCRIPTION

The project allows the Parking division to expand the single space smart meters. The project scope will allow the division to standardize parking meters where financially feasible, and continue 2015's installation of 400 single space smart meters. Smart meters accept coins, tokens, bank cards and pay-by-phone technologies. Customer service survey results in 2014 & 2015 indicated they preferred the smart meters to the coin style meters. The future operational impact is expected to be approximately \$20,000 annually for repair & maintenance and increased credit card processing / gateway fees at these meters.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	18MF25
FY18 APPROPRIATION	\$300,000
FY18 PRIMARY FUNDING SOURCE	Parking Funding
FY18-FY23 OPERATING IMPACT	\$110,000

BENEFIT TO THE CITY

The expansion of the smart meter program will provide ease of use and additional payment options on-street to increase turnover and payment compliance, resulting in increased customer service and a positive experience to all of the visitors, merchants, residents and stakeholders parking downtown. The smart meters will also provide more data analytics which will be helpful with future parking planning in Downtown Wilmington.



PUBLIC BUILDINGS AND FACILITIES CAPITAL PROJECT DESCRIPTIONS**POLICE, FIRE AND CITY TRAINING FACILITY– 10MF10; APPROPRIATED FY18**

The project will allow for the construction of an indoor training facility and sub-station (approximately 30,000 square feet), which will include an indoor live fire range. The property will also be used to construct an (approximately 10,000 square foot) building that would house the Wilmington Fire Department's (WFD's) Training and Logistics Division. This facility would also service other departments as a City wide Training facility.

BUILDING MAINTENANCE – 05MF10; ANNUAL APPROPRIATION

The building maintenance project is classified as a parent project; Funds appropriated to this project can be expended from the project or moved to a child project throughout the year. The scope of this project is to make improvements to multiple city facilities. The improvements are imperative to ensure that city facilities continue to function as a safe place to do business for both our employees and citizens.

HVAC REPLACEMENT– 18MF10; APPROPRIATED FY18

The purpose of this project is to replace the HVAC system at numerous buildings throughout the City that are aging and inefficient. Those buildings include Fire Headquarters, Fire Stations 7, 8 and 9, City Hall, Police SE Station, Parks and Recreation Office, Fitness Center and City Administration Building on Chestnut St (NOTE: any other HVAC needs will continue to be addressed through Buildings Maintenance project 05MF10). Year 1 - Design for Fire HQ and 305 Chestnut; Install for City Hall, Fire Stations 7, 8, 9, Fitness Center and Parks and Rec office. Year 2 - Install for Fire HQ and 305 Chestnut

CHESTNUT ST DECK ELEVATED WALKWAY– 3MF200; APPROPRIATED FY18

The Chestnut Street Streetscape Elevated Walkway will replace the old existing covered walkway over Chestnut Street

ADDITIONAL WATER ST DECK EXPENDITURES– 3MF200; APPROPRIATED FY18

The Water St Deck project is a public/private partnership to construct a mixed-use downtown building including a parking deck, public parking, common areas and residential units. Additional funding is needed for the construction of the project.

PARKS MAINTENANCE FACILITY– 17MF15; PROJECTED FY19

The existing Parks Maintenance facility is in need of upgrading and replacement due to its age and compliance issues. The project will provide for design and replacement of the maintenance and administrative buildings and facilities on the existing site located at 1702 Burnett Blvd or an alternate location. \$35,000 was appropriated in FY17 to conduct a feasibility study to determine the best location and size of the facility. Also, the feasibility study evaluated the office space and determine if the recreation office staff could be relocated with parks staff. If so, there is potential to sell the 302 Willard Street property on the open market. This sale could help offset some of the cost.

RIVERLIGHTS FIRE STATION– TBD; PROJECTED FY 2022

This project will provide funding for a new fire station and a new pumper for RiverLights. Land will be provided by the RiverLights development in accordance with the development agreement. Twelve (12)

new personnel will be required to staff a new pumper that will be placed into service when the station opens.

IT CORE SYSTEM REPLACEMENT– 18MF20; APPROPRIATED FY18

The IT department is leading a requirements gathering, system(s) selection, and implementation of the City's core systems (Finance, Budget, HR, Work Orders, Asset Management, Code Enforcement, and Project Tracking/Planning). With aging applications and little to no system integration, the IT department is looking to analyze the current system needs for our core systems (Finance, Budget, HR, Work Orders, Asset Management, Code Enforcement, and Project Tracking/Planning). With this knowledge the IT department will look to select the best system(s) to meet these needs and begin implementation with a goal of Finance go live July '18.

800MHZ RADIO REPLACEMENT– 18MF15; APPROPRIATED FY18

The project would allow for the replace of existing 800 MHz radios utilized by the fire, police, and public services departments. Fire and police radios are at the end of their life-cycle. Current radios will no longer be supported by Motorola in 2019. The Fire Department is having constant problems with existing portable radios. Each time a radio is sent back to Motorola for repair the minimum charge is \$400. Currently, WFD only has four (4) spare portables. Problems include radios switching talk group for no apparent reason causing a potential life safety issues during an incident. This project is broken into multiple years to reduce the impact on budget restraints for both WPD and WFD. Public Services would replace existing push-to-talk Verizon phones, thus reducing their annual cell phone costs by approximately \$41,000.

MARKET ST DECK LIGHTING– 13MF20; APPROPRIATED FY18

To increase safety, lighting coverage and reduce energy cost, LED lighting will be installed in both the Market St & 2nd St Deck. \$56,850 was requested solely for Market St Deck in FY13 and has not been spent. Based on the initial estimates to complete both Market St and 2nd St Decks, an additional \$138,150 is needed in supplemental funding for this project in FY18. The completion of the 2nd St Deck project will follow shortly after. The fixtures are expected to have a 10-year warranty and produce an expected drop in maintenance cost and energy usage. Due to those factors, there is an expected savings of \$30,000 annually FY19 on and -15,000 the first year.

IPS METERS– 18MF25; APPROPRIATED FY18

The project allows the Parking division to expand the single space smart meters. The project scope will allow the division to standardize parking meters where financially feasible, and continue 2015's installation of 400 single space smart meters. Smart meters accept coins, tokens, bank cards and pay-by-phone technologies. Customer service survey results in 2014 & 2015 indicated they preferred the smart meters to the coin style meters. The future operational impact is expected to be approximately \$20,000 annually for repair & maintenance and increased credit card processing / gateway fees at these meters.

STORMWATER OVERVIEW

STORMWATER											
Project Costs											
Code	Project Title	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	TOTAL	TOTAL
14DC10	Clear Run Branch	2,300,000	2,300,000								4,600,000
TBD	Pirates Cove					460,000					460,000
TBD	Whispering Pines/Masonboro Drainage Improvements					610,000			1,475,000		2,085,000
TBD	Kelly Road								342,000		342,000
07DC20	Annual Storm Drain Rehabilitation	1,000,000	1,000,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	6,500,000	6,500,000
	Total - Storm Water Projects	3,300,000	3,300,000	1,500,000	1,500,000	2,570,000	2,570,000	2,570,000	3,317,000	13,987,000	13,987,000
Funding Plan											
Funding Source	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	TOTAL	TOTAL
f = Stormwater Pay-Go	7,088,045	3,300,000	3,300,000	1,500,000	1,500,000	2,570,000	2,570,000	2,570,000	3,317,000	17,775,045	17,775,045
b2 = Revenue Bonds*	(3,788,045)									(3,788,045)	(3,788,045)
Total Funding	3,300,000	3,300,000	3,300,000	1,500,000	1,500,000	2,570,000	2,570,000	2,570,000	3,317,000	13,987,000	13,987,000
*Reducing Revenue Bonds and replacing with Pay-go											
Annual Operational Impacts											
Code	Project Title	2017-18	2018-19	2019-20	2020-21	2021-22	TOTAL				
14DC10	Clear Run Branch	-	-	-	-	-	-				
TBD	Pirates Cove	-	-	-	-	-	-				
TBD	Whispering Pines/Masonboro Drainage Improvements	-	-	-	-	-	-				
TBD	Kelly Road	-	-	-	-	-	-				
07DC20	Annual Storm Drain Rehabilitation	-	-	-	-	-	-				

*Clear Run Branch project slated to have \$9K in operating annually starting in FY23; This is represented on the project page.

ADOPTED BUDGET CIP

Clear Run Branch Improvements

DEPARTMENT PUBLICSERVICES
DIVISION STORMWATER

PROJECT LOCATION Phase 1 - Clear Run Branch from Cross City Trail Bridge at Teal to College Acres Drive

PROJECT DESCRIPTION

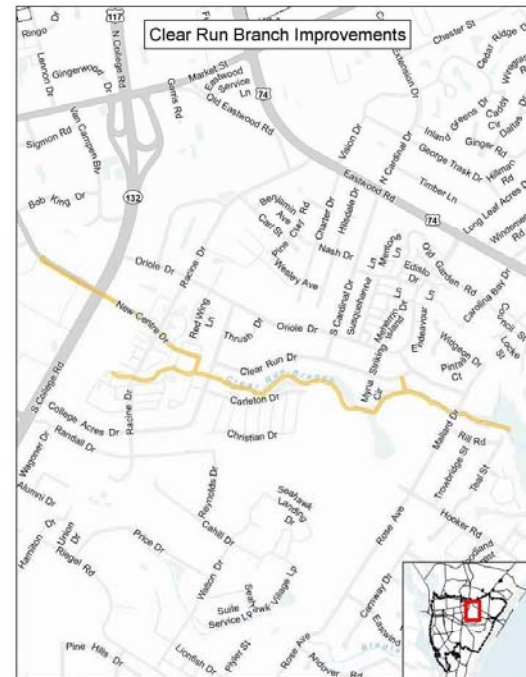
This project allows for the installation of a new pipe system from an area of New Centre Drive that floods to the east towards College Acres Drive. It will include improvements to the natural stream of Clear Run Branch, and upgrades for two (2) road culvert crossings. The project scope, based on Moffatt & Nichols drainage study, allows for additional capacity to the existing system, and diverts flow away from the South College Road pipe network and the upstream portion of the main line run. This strategy lessened the construction within the major thoroughfare row of South College Road, and simultaneously reduces the overall length of needed improvements compared to other alternatives.

PROJECT CATEGORY	STORMWATER
STATUS	DESIGN
PROJECT NUMBER	14DC10
FY18 APPROPRIATION	\$2,300,000
FY18 PRIMARY FUNDING SOURCE	Stormwater Funding
FY18-FY23 OPERATING IMPACT	\$9,000

PROJECT HISTORY	
1ST CIP APPROPRIATION	\$5,000,000
1ST CIP EXPENDITURE	\$434,761.25

BENEFIT TO THE CITY

New Centre Drive floods near the intersection with College Rd. several times per year. Improvements to this condition by maintenance activities are limited because of the roughly 11,000 foot length of this project, of which almost 9,000 feet exist on private property without publicly accepted or acquired easement.



ADOPTED BUDGET CIP

Annual Storm Drain Rehabilitation

DEPARTMENT PUBLICSERVICES
DIVISION STORMWATER

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

The annual storm drain rehabilitation project is classified as a parent project; funds appropriated to this project can be expended from the project or moved to a child project throughout the year. The project involves rehabilitating sections of the existing drainage system that are in need of repair because of joint failures, excessive maintenance costs, root intrusion, collapse, etc. Types of repair will include pipe lining, internal repairs or full replacement of the system.

PROJECT CATEGORY	STORMWATER
STATUS	CONSTRUCTION
PROJECT NUMBER	07DC20
FY18 APPROPRIATION	\$1,000,000
FY18 PRIMARY FUNDING SOURCE	Stormwater Funding
FY18-FY23 OPERATING IMPACT	\$0

PROJECT HISTORY

1ST CIP APPROPRIATION	\$3,645,321
1ST CIP EXPENDITURE	\$1,307,181.00

BENEFIT TO THE CITY

The drainage system is aging and rehabilitation is essential to minimizing failure. Funding set aside in a parent project allows the Stormwater division to take on small- to medium-sized projects in a timely and efficient manner. Drainage outfalls in the downtown area have been assessed in order to coordinate with water, sewer and streetscape improvement efforts. A large portion of the predicted expenditures from this project are for the suburban areas of the city.



*STORMWATER CAPITAL PROJECT DESCRIPTIONS***CLEAR RUN BRANCH – 14DC10; APPROPRIATED FY18**

This project will include stream restoration efforts for Clear Run Branch in the Bradley Creek watershed as well as improving drainage capacity for the outfall that drains New Center Drive. The extent of the project will be from the New Center ROW, thru commercial property along College Rd, possibly under College Rd, thru commercial property on the other side of College Rd down to and under Racine Drive, down to and under College Acres Drive and then down to and under Mallard Dr.

PIRATES COVE - TBA; PROJECTED FY21

Portions of the project were completed during the Masonboro Loop Road/Masonboro Sound Road intersection realignment. The remainder of the project is for drainage improvements within the Pirates Cove neighborhood. The project will replace existing drainage structures and pipes and improve drainage channels in the neighborhood. Flooding of homes and streets in the area listed above results in damage to private property and disruption of traffic.

WHISPERING PINES/MASONBORO DRAINAGE IMPROVEMENTS - TBA; PROJECTED FY21

This project was identified in the 1998 Annex Area Master Plan prepared by Dewberry and Davis. It ranked 9th in priority out of 21 projects in both 1995 and 1998 annex areas. This project includes the improvement of drainage outfalls within the Whispering Pines, Grainger Point, Orchard Trace and Windward Oaks. In addition, 2 culvert locations draining under Masonboro Sound Rd will be upgraded.

KELLY ROAD– TBD; PROJECTED FY22

The project will replace existing drainage structures and pipes and clear/improve drainage channels along Kelly Road, Sand Hills Drive and within the Tyndall neighborhood off of Beasley Road. The project will also retrofit an existing pond off of Chelon Ave. within the Tyndall neighborhood to help improve water quality as part of the Hewlett's Creek Watershed Restoration Plan.

ANNUAL STORM DRAIN REHABILITATION – 07DC20; ANNUAL APPROPRIATION

Project involves rehabilitating sections of existing storm drain that are in need of repair because of joint failures, excessive maintenance costs, root intrusion, and collapse. Types of repair include pipe lining, internal repairs, or full replacement of the system.

2016 PARKS BOND OVERVIEW

PARK BOND PROJECTS									
Project Title	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total Year 6 - 11		
18PK60 Northern Waterfront Park Site Development	20,000,000								
18PK63 Soccer Complex	10,000,000								
18PK65 Derick Davis Community Center Expansion	1,580,000								
18PK67 Park Security Enhancements	50,000								
18PK73 Wade Park Building Improvements	85,000								
18PK75 Althea Gibson Tennis Complex Resurfacing	40,000								
18PK77 Parking Lot Improvements	30,000								
18PK80 Skate Park Office Replacement	65,000								
18PK57 Municipal Golf Course Improvements	1,000,000								
18PK70 Cross City Trail (Eastwood Parking)	25,000								
18PK83 MLK Community Center Expansion & Improvements	1,830,000								
18OK85 Greenfield Park Improvements	500,000								
18PK87 Olsen Park Bond	2,000,000								
18PK90 Bradley Creek Canoe & Kayak Launch (Pecan)	220,000								
18PK93 Hayburton Maintenance Building Expansion	305,000								
18PK95 Contingency	350,000								
Parks Bond Total	38,080,000								
Funding Source	Adopted								
Debt Service Fund	7,615,000								
Installment Financing - 80/20 Plan	30,465,000								
Total Funding 80/20 Plan	38,080,000								

Annual Operational Impacts

PARK BOND PROJECTS

PARK BOND PROJECTS									
Project Title	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total Year 6 - 11		
18PK60 Northern Waterfront Park Site Development	-	-	210,854	215,071	219,373	223,760	869,058		
18PK63 Soccer Complex	-	-	374,495	381,985	389,625	397,417	1,543,522		
18PK65 Derick Davis Community Center Expansion	-	64,660	65,953	67,272	68,618	69,990	336,493		
18PK67 Park Security Enhancements	-	-	-	-	-	-	-		
18PK73 Wade Park Building Improvements	-	-	-	-	-	-	-		
18PK75 Althea Gibson Tennis Complex Resurfacing	-	-	-	-	-	-	-		
18PK77 Parking Lot Improvements	-	-	-	-	-	-	-		
18PK80 Skate Park Office Replacement	-	-	-	-	-	-	-		
18PK57 Municipal Golf Course Improvements	-	7,500	7,650	7,803	7,959	8,118	39,030		
18PK70 Cross City Trail (Eastwood Parking)	-	-	-	-	-	-	-		
18PK83 MLK Community Center Expansion & Improvements	-	-	-	15,900	16,218	16,542	48,660		
18OK85 Greenfield Park Improvements	-	-	-	-	-	-	-		
18PK87 Olsen Park Bond	-	-	-	-	-	-	65,660		
18PK90 Bradley Creek Canoe & Kayak Launch (Pecan)	-	-	-	-	-	-	-		
18PK93 Hayburton Maintenance Building Expansion	-	-	-	-	-	-	-		
18PK95 Contingency	-	72,160	658,952	688,031	701,792	781,488	2,902,423		
Parks Bond Total	-	72,160	658,952	688,031	701,792	781,488	2,902,423		

ADOPTED BUDGET CIP

Northern Waterfront Park Site Development

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION 10 Hamett Street

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years

Project includes the development of the Northern Waterfront Park to include site preparation, lawns, performance area, gardens, children's area, water feature, public art and support structures.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	DESIGN
PROJECT NUMBER	18PK60
FY18 APPROPRIATION	\$20,000,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$869,058

BENEFIT TO THE CITY

Development of waterfront park areas and public spaces are a major part of the Vision 2020 recommendations. A park near the Holmes Bridge on the north end of Riverwalk and development of public water access facilities were identified as priorities in the 2010-2015 parks, recreation & open space master plan. Development of a downtown park was also identified in the 2006 parks and recreation bond project.



ADOPTED BUDGET CIP

Soccer Complex

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION TBD

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years

Project includes property acquisition, site preparation and development of new sports complex with multi-purpose fields and support structures.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK63
FY18 APPROPRIATION	\$10,000,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$1,543,522

BENEFIT TO THE CITY

According to the New Hanover County Soccer Needs Assessment Update commissioned by the Cape Fear Soccer Association in 2013, the current level of participation in soccer in New Hanover County is well over 5,000 players. New Hanover County's 2006 Parks and Recreation Plan used a level of service (LOS) of one soccer field for every 6,000 people in the service population. Since the adoption of the plan, the popularity of soccer as well as lacrosse has grown.



ADOPTED BUDGET CIP

Derick Davis Community Center Expansion

DEPARTMENT COMMUNITY SERVICES
 DIVISION PARKS AND RECREATION

PROJECT LOCATION Maides Park

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years
 Project will include the expansion of the Davis Center at Maides Park to include a gymnasium/multi-purpose sports room.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK65
FY18 APPROPRIATION	\$1,580,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$336,493

BENEFIT TO THE CITY

Constructing an additional full-service gymnasium/multi-purpose center is identified as a need in the City of Wilmington's Parks, Recreation and Open Space Master Plan 2010-2015. Wilmington has only one gymnasium which limits service delivery.



ADOPTED BUDGET CIP

Park Security Enhancements

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

2016 Parks Bond: 1-3 Years
The Wilmington Police Department at the request of the Recreation Division completed a security review of the City's recreation facilities. This information will be used to install various security measures at these facilities.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK67
FY18 APPROPRIATION	\$50,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

This project improve safety at city recreation facilities. These security measures will create a safer space for recreation programs and activities for citizens of our community.



ADOPTED BUDGET CIP

Wade Park Improvements

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Wade Park

PROJECT DESCRIPTION

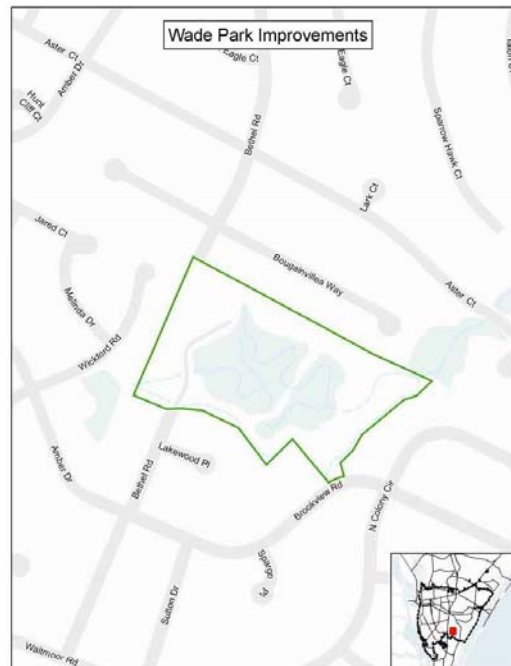
2016 Park Bond: 1-3 Years

Improvements include additional playground equipment, new interpretive signage and demolition of original water treatment building.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK73
FY18 APPROPRIATION	\$85,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Wade Park experiences a significant amount of vandalism/criminal activity. Demolishing the building could aid in reducing this activity by removing a blight. There are parking limitations with the completion of the Cross City Trail. Consequently, additional programming at this location should be limited.



ADOPTED BUDGET CIP

Althea Gibson Tennis Complex Resurfacing

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Empie Park

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years

The project will provide funding to resurface heavily used tennis courts at the Althea Gibson Tennis Complex.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK75
FY18 APPROPRIATION	\$40,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Project would resurface the 19 tennis courts at the Althea Gibson Tennis Complex. These courts are heavily used by the tennis community and resurfacing them when appropriate will extend the life of the asphalt subsurface and continue to provide a quality product to city residents.



ADOPTED BUDGET CIP

Parking Lot Improvements

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Various City Facilities

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years
Project includes improvements of parking lots at Legion Sport Complex, Fit for Fun and Box and Fitness Center.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK77
FY18 APPROPRIATION	\$30,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

These funds will be used to improve parking lots by reestablishing faded parking lines and surface improvements.



ADOPTED BUDGET CIP

Skate Park Office Replacement

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Greenfield Park

PROJECT DESCRIPTION

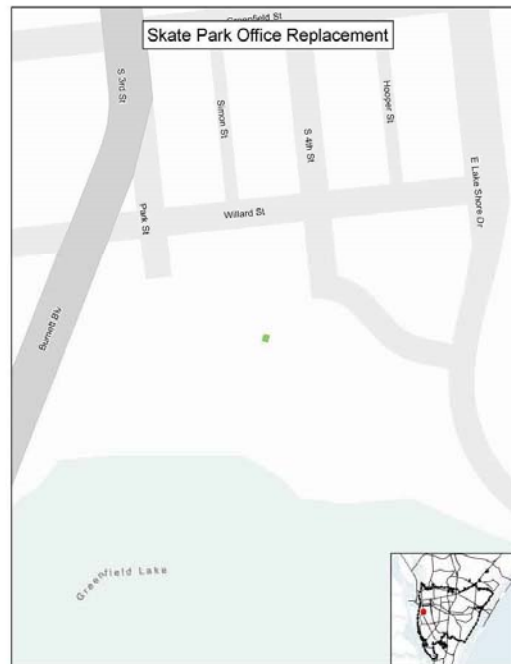
2016 Park Bond: 1-3 Years

The skate park is a supervised facility. The office onsite is used by staff to collect admittance fees, as a point of sale for concession items, for storage and to conduct administrative duties. Though originally identified as a temporary structure, the shed is serving as the office and has been in use for 18 years. The building is energy inefficient and does not have proper insulation. It is not heated, providing cold working conditions in the winter.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK90
FY18 APPROPRIATION	\$65,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The skate park office is essentially a shed originally put in place as a temporary measure. Replacement of this structure will allow the skate staff to interact with patrons in a more professional way and provide better customer service.



ADOPTED BUDGET CIP

Municipal Golf Course Improvements

DEPARTMENT COMMUNITY SERVICES
DIVISION MUNICIPAL GOLF

PROJECT LOCATION Donald Ross Drive

PROJECT DESCRIPTION

2016 Park Bond: 1-3 Years

Project includes a complete renovation to the golf clubhouse and the construction of a new cart barn.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	18PK57
FY18 APPROPRIATION	\$1,000,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$39,030

BENEFIT TO THE CITY

The improvements would center on the renovation to the golf course club house, construction of a new cart barn that would replace one that has some structural issues. This work would make the golf experience much more enjoyable as golf patrons experience the newly renovated City of Wilmington Donald Ross designed Municipal Golf Course (Muni). The club house renovation would include a future grill area that would double for a much needed lounge which has been requested by Muni users. There have been no upgrades to these areas in over 40 years.



ADOPTED BUDGET CIP

Cross City Trail (Eastwood Parking)

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Eastwood Road

PROJECT DESCRIPTION

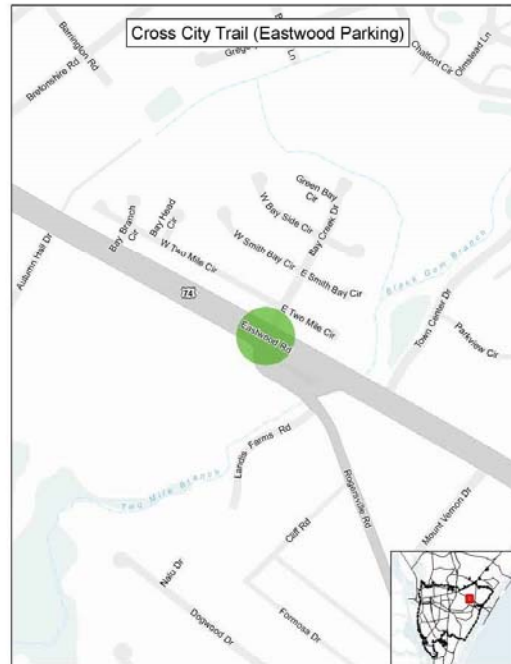
2016 Park Bond: 3-5 Years

This project will provide a safe parking area on Eastwood Road for frequent users of the Cross City Trail.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK70
FY18 APPROPRIATION	\$25,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The Gary Shell Cross City Trail is one of the most popular trails in the City of Wilmington. A part of the 15 mile trail near Eastwood Road has limited parking thus citizens use the shoulder of the road for parking. This project will provide a safe parking area on Eastwood Road for frequent users of the Cross City Trail.



ADOPTED BUDGET CIP

MLK Community Center Expansion & Improvements

DEPARTMENT COMMUNITY SERVICES
 DIVISION PARKS AND RECREATION

PROJECT LOCATION Martin Luther King Recreation Center

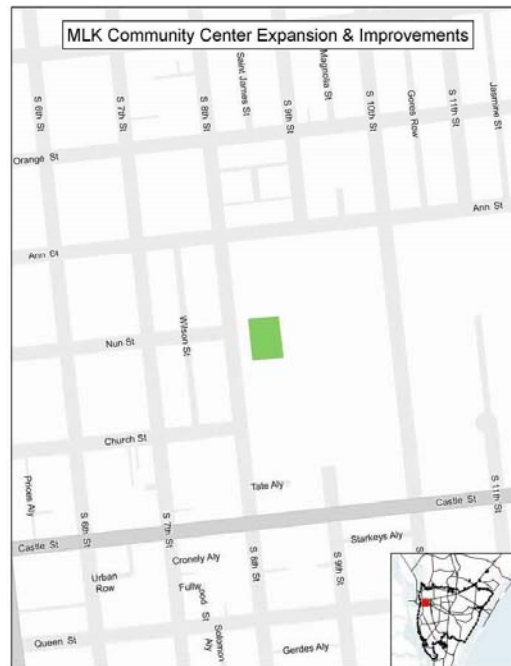
PROJECT DESCRIPTION

2016 Park Bond: 3-5 Years
 Project includes replacing the bleachers and floor at the MLK center, and renovating the entrance/lobby area as well as adding a new gymnasium/multi-purpose room.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK83
FY18 APPROPRIATION	\$1,830,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$48,660

BENEFIT TO THE CITY

The installation of indoor volleyball system will enhance youth athletic opportunities for youth. This system can also be used for adult leagues. The floor at the MLK center has never been replaced and has exceeded its life span. The building was constructed over 30 years ago. The bleachers are outdated and difficult to set up and put away. The glass at the front entrance is faded and worn looking, lending to an uninviting entrance way. Replacing the door system will allow for security improvements to be installed.



ADOPTED BUDGET CIP

Greenfield Park Improvements

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Greenfield Park

PROJECT DESCRIPTION

2016 Park Bond: 3-5 Years

Project includes the resurfacing of the trail that goes around Greenfield Lake, fountain improvements, irrigation and landscape lighting at the fragrance garden and foot bridge refurbishment.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK85
FY18 APPROPRIATION	\$500,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

This project improves amenities to include resurfacing the 5-mile multiuse trail around the lake. Additional amenities to be improved include foot bridges, the fragrance garden and the ornamental fountain.



ADOPTED BUDGET CIP

Olsen Park Bond

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Olsen Park

PROJECT DESCRIPTION

2016 Park Bond: 5-7 Years

The city has started phase II with a volleyball court, landscaping and picnic areas. The funding would allow the city to further pursue phase II to include a multipurpose field, tennis or pickle ball courts, additional parking, a maintenance structure, and interior walkways.

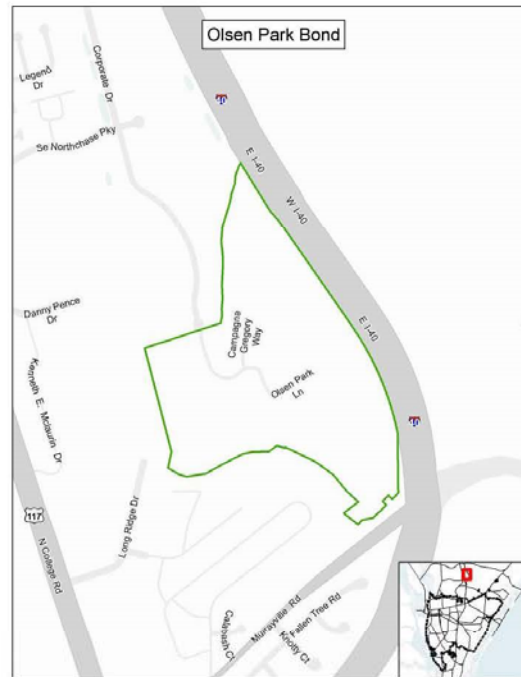
PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK87
FY18 APPROPRIATION	\$2,000,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$65,660

PROJECT HISTORY

1ST CIP APPROPRIATION	\$209,990
1ST CIP EXPENDITURE	\$214,963.52

BENEFIT TO THE CITY

Olsen Park Phase II is a requirement of the 2007 offer to purchase Olsen Park and the 2007 Interlocal agreement between the city of Wilmington and New Hanover County for the development of Olsen Park, both recorded, binding agreements. Multi-use fields are in strong demand throughout the city. Currently, demand exceeds supply. A maintenance building is desperately needed at the site. Currently, the maintenance staff stores equipment in a residential house that existed on the site when the property was purchased..



ADOPTED BUDGET CIP

Bradley Creek Kayak/ Canoe Launch (Pecan)

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION At the end of Circular Drive near Pecan Avenue

PROJECT DESCRIPTION

2016 Park Bond: 5-7 Years
Project includes kayak/canoe launch and parking.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK90
FY18 APPROPRIATION	\$220,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The city currently has two canoe/kayak launches on its rivers/streams/creeks which translates to one for every 56,000 citizens. The acquisition and development of public water access facilities is identified as a priority in the 2010-2015 Parks, Recreation & Open Space Master Plan in order to decrease the gap between the current level of service and the demand.



ADOPTED BUDGET CIP

Halyburton Park Upgrades

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION Halyburton Park

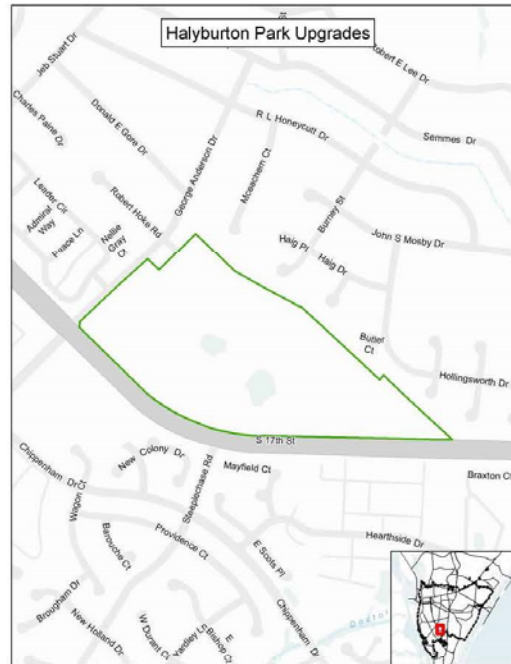
PROJECT DESCRIPTION

2016 Park Bond: 5-7 Years
Project includes expanding the current maintenance building, building interior boardwalk trails, up-fitting the visitor center and replacing interpretive signage.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK93
FY18 APPROPRIATION	\$305,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

This project is needed to move toward a facility-based approach at larger park areas. This would increase efficiency by allowing direct reporting to the work area and having equipment on-hand to perform most daily maintenance activities. It will save mileage and staff time, eliminating the need for equipment pickup/drop-off from the Parks Annex located approx. 7-10 miles away. This project provides a secure location for park maintenance equipment. It will also allow for increased storage for recreational programming supplies in the future.



ADOPTED BUDGET CIP

Park Bond Contingency Project

DEPARTMENT COMMUNITY SERVICES
DIVISION PARKS AND RECREATION

PROJECT LOCATION City-wide

PROJECT DESCRIPTION

The 2016 Parks Bond Contingency project allows for budgeting of unexpected costs associated with the Parks Bond projects.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	18PK95
FY18 APPROPRIATION	\$350,000
FY18 PRIMARY FUNDING SOURCE	2016 Park Bond
FY18-FY23 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The contingency project benefits the city in the expedience in executing Parks Bond projects.



PARKS BOND PROJECT DESCRIPTIONS

NORTHERN WATERFRONT PARK – 18PK60; APPROPRIATED FY18

Project includes the development of the Northern Waterfront Park to include site preparation, lawns, performance area, gardens, children’s area, water feature, public art and support structures.

SOCCER COMPLEX – 18PK63; APPROPRIATED FY18

Project includes property acquisition, site preparation and development of new sports complex with multi-purpose fields and support structures.

DERICK DAVIS COMMUNITY CENTER EXPANSION – 18PK65; APPROPRIATED FY18

Project will include the expansion of the Davis Center at Maides Park to include a gymnasium/multi-purpose sports room.

PARK SECURITY ENHANCEMENTS – 18PK67; APPROPRIATED FY18

The Wilmington Police Department at the request of the Recreation Division completed a security review of the City’s recreation facilities. This information will be used to install various security measures at these facilities.

WADE PARK IMPROVEMENTS – 18PK73; APPROPRIATED FY18

Improvements include additional playground equipment, new interpretive signage and demolition of original water treatment building.

ALTHEA GIBSON TENNIS COMPLEX RESURFACING – 18PK75; APPROPRIATED FY18

The project will provide funding to resurface heavily used tennis courts at the Althea Gibson Tennis Complex.

PARKING LOT IMPROVEMENTS – 18PK77; APPROPRIATED FY18

Project includes improvements of parking lots at Legion Sport Complex, Fit for Fun and Box and Fitness Center.

SKATE PARK OFFICE REPLACEMENT – 18PK80; APPROPRIATED FY18

This project replaces the Skate park office, a pre-fabricated, residential grade shed that was intended to serve in a temporary fashion.

MUNICIPAL GOLF COURSE IMPROVEMENTS – 18PK57; APPROPRIATED FY18

Project includes a complete renovation to the golf clubhouse and the construction of a new cart barn.

CROSS CITY TRAIL (EASTWOOD PARKING) – 18PK70; APPROPRIATED FY18

This project will provide a safe parking area on Eastwood Road for frequent users of the Cross City Trail.

MLK COMMUNITY CENTER EXPANSION AND IMPROVEMENTS – 18PK83; APPROPRIATED FY18

Project includes replacing the bleachers and floor at the MLK center, and renovating the entrance/lobby area as well as adding a new gymnasium/multi-purpose room.

GREENFIELD PARK IMPROVEMENTS – 18PK85; APPROPRIATED FY18

Project includes the resurfacing of the trail that goes around Greenfield Lake, fountain improvements, irrigation and landscape lighting at the fragrance garden and foot bridge refurbishment.

OLSEN PARK BOND – 18PK87; APPROPRIATED FY18

The city has started phase II with a volleyball court, landscaping and picnic areas. The funding allows the city to further pursue phase II to include a multipurpose field, tennis or pickle ball courts, additional parking, a maintenance structure, and interior walkways.

BRADLEY CREEK CANOE AND KAYAK LAUNCH (PECAN) – 18PK90; APPROPRIATED FY18

The city currently has two canoe/kayak launches on its rivers, streams and creeks which translates to one launch for every 56,000 citizens. The acquisition and development of public water access facilities is identified as a priority in the 2010-2015 Parks, Recreation & Open Space Master Plan in order to decrease the gap between the current level of service and the demand. Project includes kayak/canoe launch and parking.

HALYBURTON MAINTENANCE BUILDING EXPANSION – 18PK93; APPROPRIATED FY18

Project includes expanding the current maintenance building, building interior boardwalk trails, up-fitting the visitor center and replacing interpretive signage.

CONTINGENCY – 18PK95; APPROPRIATED FY18

The 2016 Parks Bond Contingency project allows for budgeting of unexpected costs associated with the Parks Bond projects.

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DEBT MANAGEMENT

The City of Wilmington periodically issues long term debt to finance capital improvements and major equipment purchases. Examples of projects and major equipment financed by long term debt instruments include the construction of a new police station, the purchase of a new fire truck, the construction of a new roadway, etc. The City issues debt to finance these items to 1) spread out the costs of these items and preserve adequate cash flow to meet operating expenses, and 2) to equitably distribute the costs of these items among the current and future citizens of the City. Long term debt instruments utilized by the City of Wilmington include general obligation bonds, certificates of participation, limited obligation bonds, installment purchase contracts, and interlocal agreements.

The City continues to maintain a strong financial position, due in part to its effective management of long term debt. The City strives to maintain a balance between debt financing and the “pay-as-you-go” approach. City staff continually work to secure the most favorable interest rates for the City’s debt issues. The North Carolina Local Government Commission reviews all bonded debt issues and other debt issues of at least five years’ maturity to determine the City’s ability to repay the debt and maintain a solid financial position. Furthermore, for all bonded debt and some other debt instruments, the City receives a credit rating from Standard & Poor’s Ratings Services, Moody’s Investors Services and Fitch Ratings. The City’s current ratings of AAA, Aaa, and AAA respectively, are an indicator of the City’s financial stability. The City’s credit ratings were affirmed in April 2017.

OUTSTANDING BONDED DEBT

The City of Wilmington’s outstanding bonded debt is comprised of debt incurred from the issuance of general obligation bonds. General obligation bonds require voter approval because they pledge the taxing power of the City.

As of June 30, 2017, the total outstanding bonded debt for the City is \$20.9 million. Outstanding general bonded debt is budgeted in the Debt Service Fund and retired with general tax revenues (property tax, sales tax, etc.) collected annually.

ISSUE DATE	MATURITY DATE	SERIES	OUTSTANDING PRINCIPAL JUNE 30, 2017	PRINCIPAL TO BE RETIRED FY 2017-18	OUTSTANDING PRINCIPAL JUNE 30, 2018
<i>General Debt</i>					
1-Aug-03	1-Mar-18	General 2/3rds - Series 2003A	255,000	255,000	-
9-Sep-08	1-Sep-28	Streets/Highway 2/3rds - Series 2008A	560,000	280,000	280,000
10-Sep-08	1-Sep-28	Public Improvement - Series 2008B	900,000	450,000	450,000
29-Jun-11	1-Jul-31	Public Improvement - Series 2011A 2/3rds	2,925,000	195,000	2,730,000
30-Jun-11	1-Jan-18	Public Improvement - Series 2011B Refund	305,000	305,000	-
30-Jun-11	1-Jul-31	Public Improvement - Series 2011C	3,975,000	265,000	3,710,000
26-Jun-14	1-Jun-34	Public Improvement 2/3rds - Series 2014	2,585,000	155,000	2,430,000
7-Jun-16	1-Jun-36	Public Improvements, 2/3rds - Series 2016.	2,775,000	150,000	2,625,000
8-Jun-16	1-Sep-28	Pub Improv/Streets-Refunding, Series 2016	6,650,000	-	6,650,000
TOTAL GENERAL DEBT			20,930,000	2,055,000	18,875,000
TOTAL BONDED DEBT			20,930,000	2,055,000	18,875,000

OTHER OUTSTANDING DEBT

The City also relies on other debt instruments to finance capital improvements and major equipment purchases. These other debt instruments do not pledge the taxing power of the City. In most cases, the physical asset being purchased or constructed is pledged as collateral in the event that the City defaults on its obligation. Other debt instruments utilized by the City include revenue bonds, certificates of participation, limited obligation bonds, installment purchase contracts, and interlocal agreements.

As of June 30, 2017, the total other outstanding debt for the City is \$177.3 million. Total other outstanding governmental general debt at June 30, 2017, is approximately \$95.7 million. Other outstanding general debt is budgeted in the Debt Service Fund and retired with general tax revenues (property tax, sales tax, etc.) collected annually.

- Total other outstanding general debt at June 30, 2017, for the Convention Center Fund is approximately \$50.5 million and represents issuance for the construction of the Convention Center and Parking Deck. This debt is retired with proceeds from the room occupancy tax.
- Total other outstanding debt at June 30, 2017, for the Solid Waste Management Fund is approximately \$.2 million. Outstanding debt for solid waste projects is retired with revenues earned from the solid waste enterprise.
- Total other outstanding debt at June 30, 2017, for the Equipment, Maintenance and Replacement Fund is approximately \$2.0 million. Outstanding debt for equipment, maintenance and replacement is retired with revenues earned from leasing the financed equipment to the user departments.
- Total other outstanding debt at June 30, 2017, for the Stormwater Management Fund is approximately \$23.5 million. Outstanding debt for stormwater projects is retired with revenues earned from the stormwater enterprise.
- Total other outstanding debt at June 30, 2017, for the Parking Facilities Fund is approximately \$5.4 million. Revenue from the parking decks and the on-street parking program pay for the majority of this installment debt; however, a portion of this debt is paid with general tax revenues.

Other Outstanding Debt

ISSUE DATE	MATURITY DATE	INSTRUMENT	PURPOSE	OUTSTANDING PRINCIPAL JUNE 30, 2017	PRINCIPAL TO BE RETIRED FY 2017-18	OUTSTANDING PRINCIPAL JUNE 30, 2018
General Debt						
1-Jun-08	1-Jun-29	Installment Debt	NHC Parks and Recreation Bonds	470,000	470,000	-
8-Apr-10	1-Jun-30	2010B LOBs - BABs	Various Projects	18,120,000	1,320,000	16,800,000
30-Jun-10	1-Aug-30	Installment Debt	NHC Parks and Recreation Bonds	1,012,230	253,058	759,173
27-Jun-12	1-Jun-30	2012 LOBs	Refunding	16,773,750	1,500,000	15,273,750
30-Jul-14	1-Jun-32	2014A LOBs	Refunding of 2005 COPs	20,530,000	1,180,000	19,350,000
30-Jul-14	1-Jun-18	2014B LOBs	Refunding of 2005 COPs - Taxable	780,000	780,000	-
26-Jun-15	1-Jun-35	2015A LOBs	Various Projects	16,130,000	-	16,130,000
26-Jun-15	1-Jun-20	2015B LOBs	Various Projects - Taxable	1,271,531	580,563	690,968
24-May-16	1-Aug-28	Installment Debt	NHC Parks Bonds - Refund 2008	6,265,838	-	6,265,838
24-May-16	1-Aug-30	Installment Debt	NHC Parks Bonds - Refund 2010	2,491,458	-	2,491,458
11-May-17	1-Jun-37	Installment Debt	Various Projects	11,835,000	595,000	11,240,000
TOTAL GENERAL DEBT				95,679,807	6,678,620	89,001,187
Convention Center Fund Debt						
1-May-08	1-Jun-38	2008A COPs	Convention Center	1,050,000	1,050,000	-
1-May-08	1-Jun-28	2008B COPs	Parking Deck Non-Taxable	465,000	465,000	-
12-May-16	1-Jun-38	2016 LOBs	Refunding of 2008A & 2008B COPs	48,940,000	-	48,940,000
TOTAL CONVENTION CENTER FUND DEBT				50,455,000	1,515,000	48,940,000
Solid Waste Fund						
27-Jun-13	1-Jun-18	Installment Debt	Recycling Carts	190,000	190,000	-
TOTAL Solid Waste Fund Debt				190,000	190,000	-
Equipment, Maintenance and Replacement Fund						
15-Mar-15	1-Mar-22	Installment Debt	Sanitation Trucks	2,050,000	410,000	1,640,000
TOTAL Solid Waste Fund Debt				2,050,000	410,000	1,640,000
Storm Water Management Debt						
30-Oct-07	1-Jun-33	2007 Revenue Bonds	Various Projects	2,590,000	590,000	2,000,000
30-Jul-14	1-Jun-32	2014A LOBs	Refunding of 2005 COPs	600,000	80,000	520,000
26-Jun-15	1-Jun-40	2015A Revenue Bond	Various Projects	19,425,000	-	19,425,000
26-Jun-15	1-Jun-22	2015B Revenue Bond	Various Projects - Taxable	895,000	185,000	710,000
TOTAL STORM WATER MANAGEMENT DEBT				23,510,000	855,000	22,655,000
Parking Facilities Debt						
27-Jun-12	1-Jun-30	2012 LOBs	Refunding	4,266,250	325,000	3,941,250
26-Jun-15	1-Jun-20	2015B LOBs	Refunding - Taxable	1,138,469	519,437	619,032
TOTAL PARKING FACILITIES DEBT				5,404,719	844,437	4,560,282
TOTAL OTHER DEBT				177,289,526	10,493,058	166,796,469

Annual Debt Service Requirements: Outstanding Bonded Debt and Other Debt

Debt Service Fund				Parking Facilities Fund		
FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL PAYMENT	PRINCIPAL	INTEREST	TOTAL PAYMENT
2017-18	8,733,620	5,063,977	13,797,598	844,437	230,326	1,074,763
2018-19	7,833,090	4,725,655	12,558,746	912,687	208,236	1,120,923
2019-20	8,149,671	4,422,197	12,571,868	492,845	180,039	672,884
2020-21	8,476,280	4,058,447	12,534,727	393,250	157,738	550,988
2021-22	8,339,452	3,678,717	12,018,169	393,250	138,075	531,325
2022-23	8,203,204	3,292,576	11,495,780	393,250	118,413	511,663
2023-24	7,984,716	2,913,709	10,898,425	395,000	98,750	493,750
2024-25	7,992,977	2,530,317	10,523,294	395,000	79,000	474,000
2025-26	7,996,239	2,142,086	10,138,325	395,000	59,250	454,250
2026-27	7,924,501	1,750,568	9,675,069	395,000	39,500	434,500
2027-28	7,862,948	1,368,046	9,230,995	395,000	19,750	414,750
2028-29	7,050,281	1,012,868	8,063,149	-	-	-
2029-30	5,843,743	748,124	6,591,866	-	-	-
2030-31	3,899,085	492,474	4,391,559	-	-	-
2031-32	3,640,000	348,638	3,988,638	-	-	-
2032-33	1,835,000	229,725	2,064,725	-	-	-
2033-34	1,835,000	165,825	2,000,825	-	-	-
2034-35	1,685,000	101,112	1,786,112	-	-	-
2035-36	735,000	42,700	777,700	-	-	-
2036-37	590,000					
Totals	116,609,807	39,087,761	155,107,569	5,404,719	1,329,076	6,733,795

Storm Water Management Fund				Convention Center Fund		
FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL PAYMENT	PRINCIPAL	INTEREST	TOTAL PAYMENT
2017-18	855,000	972,769	1,827,769	1,515,000	1,976,152	3,491,152
2018-19	890,000	941,044	1,831,044	25,000	1,913,525	1,938,525
2019-20	920,000	908,059	1,828,059	505,000	1,912,775	2,417,775
2020-21	940,000	872,794	1,812,794	525,000	1,897,625	2,422,625
2021-22	970,000	836,394	1,806,394	545,000	1,876,625	2,421,625
2022-23	1,010,000	793,500	1,803,500	1,860,000	1,854,825	3,714,825
2023-24	1,055,000	743,700	1,798,700	2,235,000	1,780,425	4,015,425
2024-25	1,105,000	690,950	1,795,950	2,340,000	1,668,675	4,008,675
2025-26	1,065,000	654,200	1,719,200	2,435,000	1,575,075	4,010,075
2026-27	1,105,000	615,200	1,720,200	2,530,000	1,477,675	4,007,675
2027-28	1,145,000	574,725	1,719,725	2,610,000	1,401,775	4,011,775
2028-29	1,185,000	537,875	1,722,875	2,740,000	1,271,275	4,011,275
2029-30	1,240,000	478,625	1,718,625	2,880,000	1,134,275	4,014,275
2030-31	1,305,000	416,625	1,721,625	3,025,000	990,275	4,015,275
2031-32	1,360,000	362,975	1,722,975	3,140,000	873,900	4,013,900
2032-33	1,410,000	307,025	1,717,025	3,265,000	748,300	4,013,300
2033-34	740,000	249,025	989,025	3,395,000	617,700	4,012,700
2034-35	780,000	212,025	992,025	3,535,000	481,900	4,016,900
2035-36	820,000	173,025	993,025	3,675,000	340,500	4,015,500
2036-37	850,000	142,275	992,275	3,780,000	230,250	4,010,250
2037-38	885,000	110,400	995,400	3,895,000	116,850	4,011,850
2038-39	920,000	75,000	995,000	-	-	-
2039-40	955,000	38,200	993,200	-	-	-
Totals	23,510,000	11,706,409	35,216,409	50,455,000	26,140,377	76,595,377

FISCAL YEAR	Solid Waste Fund			Equipment, Maintenance & Repl		
	PRINCIPAL	INTEREST	TOTAL PAYMENT	PRINCIPAL	INTEREST	TOTAL PAYMENT
2017-18	190,000	1,824	191,824	410,000	30,381	440,381
2018-19	-	-	-	410,000	23,985	433,985
2019-20	-	-	-	410,000	17,589	427,589
2020-21	-	-	-	410,000	11,193	421,193
2021-22	-	-	-	410,000	4,797	414,797
Totals	190,000	1,824	191,824	2,050,000	87,945	2,137,945

LEGAL DEBT MARGIN

The North Carolina General Statutes set a legal limit on the amount of the debt that can be issued by a unit of local government. NCGS 159-55 sets the legal net debt limit at 8% of the City’s assessed valuation. Net debt is total outstanding bonded debt (other than revenue bonds) plus other outstanding debt less bonded debt issued for water enterprise operations. The legal debt margin is the amount of debt that a unit of local government can legally incur at a given point in time.

As of June 30, 2017, the City of Wilmington could legally issue an additional \$919.7 million of debt. The City’s net debt as of June 30, 2017, is estimated at 1.28% of the assessed valuation of the City, well below the 8% legal limit. The City’s net debt as of June 30, 2018 is projected at 1.10% of the assessed valuation of the City.

Legal Debt Margin

	AS OF JUNE 30, 2017	ESTIMATED AS OF JUNE 30, 2018
Assessed Valuation	13,688,236,229	14,836,952,148
Legal Debt Limit (8% of Assessed Valuation)	1,095,058,898	1,186,956,172
Amount of Debt Applicable to Legal Debt Limit - NET DEBT		
General Obligation Bonds	20,930,000	18,875,000
Other Debt (excluding Revenue Bonds)	154,379,526	144,661,468
Gross Debt	175,309,526	163,536,468
TOTAL NET DEBT	175,309,526	163,536,468
PERCENT OF ASSESSED VALUATION	1.28%	1.10%
LEGAL DEBT MARGIN	919,749,372	1,023,419,704

* Does not account for any potential issuances of new debt in fiscal year 2018.

NET DIRECT DEBT PER CAPITA

Net Direct Debt per capita is a measure used to compare the debt burdens of cities and other local governments. Net Direct debt per capita is the total of all long-term obligations less the year-end balance of the debt service fund and less self-supporting debt. As of June 30, 2017, the City of Wilmington’s outstanding net debt per capita is estimated at approximately \$873. As of June 30, 2018, it is estimated at approximately \$780.

Net Direct Debt Per Capita

	<u>AS OF JUNE 30, 2017</u>	<u>AS OF JUNE 30, 2018</u>
Estimated City Population	117,023	118,548
Total Debt	\$ 198,219,526	\$ 185,671,469
Less year-end balance debt service fund	\$ 15,202,516	\$ 15,718,642
Less self-supporting debt	\$ 80,801,427	\$ 77,486,642
Net Direct Debt	\$ 102,215,583	\$ 92,466,185
Net Direct Debt Per Capita	\$ 873	\$ 780

NET DIRECT DEBT AS A PERCENT OF OPERATING BUDGET

The amount of annual debt service for net direct debt (to be retired with general tax revenues) as a percentage of the annual operating budget is another measure of a city’s debt burden. It is the City's policy that annual debt service on tax supported debt shall not exceed 15% of the operating expenditures in the General Fund including inter-fund transfers. For FY 2017-18, debt service for tax supported debt totals approximately \$14.0 million. With a total General Fund operating budget of approximately \$110.8 million, this represents 12.65% of the annual operating budget.

The Debt Service Fund is currently supporting the completion of projects related to the 1st 80/20 CIP and the voter approved Transportation Bond. In FY18, it will now begin to support projects related to the voter approved Parks Bond (adjusted tax rate = \$0.0180), the Water Street Deck Collaboration (adjusted tax rate = \$0.0094) and the 2nd 80/20 CIP plan (adjusted tax rate = \$0.0018). Because a portion of the tax rate is dedicated to the Debt Service Fund, it is appropriate to additionally report annual debt service on tax supported debt as a percentage of the operating budget for the General Fund and Debt Service Fund combined.

For FY 2017-18, with a total General Fund and Debt Service Fund combined operating budget of approximately \$125.1 million, annual debt service for tax supported debt of approximately \$14.0 million represents 11.2% of the annual operating budget. No debt service for Stormwater Management Fund, Golf Enterprise Fund, Convention Center Fund or Equipment Maintenance and Replacement Fund are paid with general tax revenues. A portion of the debt service for the Parking Facilities Fund is paid with general tax revenues.

Debt Service - % of Operating Budget

	FY 2017-18 OPERATING BUDGET	FY 2017-18 TOTAL DEBT SERVICE	FY 2017-18 % OF OPERATING BUDGET
General Fund	110,754,372	14,011,054	12.65%
General Fund and Debt Service Fund	125,089,815	14,011,054	11.20%

* Does not account for any potential issuances of new debt in fiscal year 2018.

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ORDINANCES

Ordinance



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/16/2017

Ordinance Making Appropriations to the General Fund for the Fiscal Year Beginning July 1, 2017

LEGISLATIVE INTENT/PURPOSE:

Appropriations to the General fund for the Fiscal Year Beginning July 1, 2017.

THEREFORE, BE IT ORDAINED:

SECTION I: That the following appropriations are hereby made to the General Fund, consistent with the Recommended Budget and any changes made during City Council's work sessions, and that following revenues are anticipated to be available during the fiscal year to meet these appropriations.

GENERAL FUND

APPROPRIATIONS

General Government	\$16,712,654
Cultural & Recreational	\$8,431,906
Public Safety	\$48,924,092
Transportation	\$16,271,858
Transit System	\$1,363,257
Operating Transfers	\$19,000,605
TOTAL APPROPRIATIONS	\$110,704,372

REVENUES

Property Taxes	\$57,522,173
Local Sales Taxes	\$26,270,637
Licenses, Fees, and Permits	\$625,000
Intergovernmental Revenues	\$15,071,951
Charges for Current Services	\$2,448,238
Fines and Forfeitures	\$165,000
Interest Earnings	\$252,620
Other Revenue	\$388,553
Appropriated Fund Balance	\$7,960,200
TOTAL REVENUES	\$110,704,372

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 City Clerk
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SECTION II: That there is hereby levied tax rate of \$0.4834 per \$100 valuation of taxable property as listed for taxes as of January 1, 2017; \$0.3887 per \$100 valuation for General Fund, \$0.0655 per \$100 valuation earmarked for the 80/20 Capital Debt Plan as outlined in the 1st Year 80/20 Debt Service Capital Improvement Plan and the Streets and Sidewalks Bond projects, \$0.0094 per \$100 valuation earmarked for the Water Street Deck Collaboration, \$0.0018 per \$100 valuation for the 2nd 80/20 Debt Service Capital Improvement Plan and restricted in the Debt Service Fund, and \$0.0180 per \$100 valuation for the Parks Bond projects located throughout the City, for the purpose of raising revenue from current property tax as set forth in the foregoing estimate of revenues.

SECTION III: That appropriations herein authorized shall have the amount of outstanding purchase orders as of June 30, 2017 added to each appropriation as it appears in order to account for the payment against the fiscal year in which it is paid.

SECTION IV: That City Council authorizes the consolidations and other actions necessary to comply with GASB pronouncements that would affect financial reporting compliance.

SECTION V: That City Council authorizes the appropriation and implementation of retiree payout based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY 2017-18 budget.

SECTION VI: That City Council authorizes the appropriation of a 3% salary and benefits budget for implementation in accordance with the City's compensation plan based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY 2017-18 budget. This includes a 2% across the board and a 1% for performance. This also authorizes a 1% compensation for Police and Fire early career (1-6 years) sworn personnel to enhance retention.

SECTION VII: That City Council authorizes the appropriation and implementation of workers' compensation claims based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY2017-18 budget.

SECTION VIII: That City Council authorizes the appropriation and implementation of liability insurance based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY2017-18 budget

SECTION IX: That City Council continues to authorize the funding of up to six (6) over hire positions in the Fire Department during the hiring process, as needed for the purpose of maintaining its full authorized strength throughout the year.

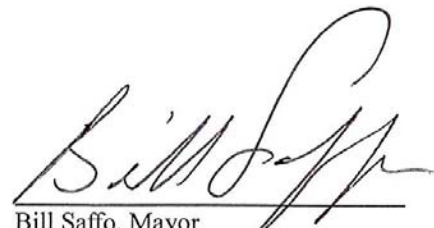
SECTION X: That any construction or repair project undertaken by city work forces shall be in compliance with the requirements of North Carolina General Statutes 143-135 and are hereby approved upon adoption of the FY 2017-18 budget.

SECTION XI: That City Council continues to authorize the funding of up to ten (10) over hire positions in the Police Department during the hiring process, as needed for the purpose of maintaining its full authorized strength throughout the year.

SECTION XII: That appropriations herein authorized shall fund the following Full-time, Full Time Equivalent (Part-time) positions. It does not include other temporary or seasonal positions such as life guards and interns:

General Government	Full-time: 89	FTE (Part-time): .48
Cultural & Recreational	Full-time: 85	FTE (Part-time): 16.74
Public Safety	Full-time: 565	FTE (Part-time): 16.64
Transportation	Full-time: 115	FTE (Part-time): 0
Total	Full-time: 854	FTE (Part-time): 33.86

Adopted at a Regular meeting
on June 20, 2017



Bill Saffo, Mayor

ATTEST:


Penelope Spicer-Siddons



APPROVED AS TO
AVAILABILITY OF FUNDS:


Finance Director

Ordinance



ITEM O1b
City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/16/2017

Ordinance Making Appropriations to the Grant Projects, Financial Plans, Enterprise Funds and Debt Service Fund for the Fiscal Year Beginning July 1, 2017

LEGISLATIVE INTENT/PURPOSE:

Appropriations for the Fiscal Year beginning July 1, 2017.

THEREFORE, BE IT ORDAINED:

SECTION I: That, pursuant to NCGS 159-13.2, the following Grant Project appropriations are hereby made to the funds listed in the schedule below, consistent with the Recommended Budget and any changes made during City Council's work sessions, and that the following revenues are estimated to be available during the fiscal year to meet these appropriations in the respective funds:

COMMUNITY DEVELOPMENT BLOCK GRANT

APPROPRIATIONS

Economic & Physical Development	\$887,269
TOTAL APPROPRIATIONS	\$887,269

REVENUES

Federal Entitlement	\$871,498
Program Income	\$15,771
TOTAL REVENUES	\$887,269

HOME INVESTMENT PARTNERSHIP FUND

APPROPRIATIONS

Economic & Physical Development	\$634,147
TOTAL APPROPRIATIONS	\$634,147

REVENUES

HOME Investment Partnership	\$484,147
HOME Program Income	\$150,000
TOTAL REVENUES	\$634,147

CDBG/HOME GRANT AND LOAN ADMINISTRATION FUND

APPROPRIATIONS

CD/HM Grant and Loan Operations	\$804,103
TOTAL APPROPRIATIONS	\$804,103

REVENUES

Transfer from General Fund	\$305,234
Transfer from CDBG	\$435,454
Transfer from HOME Fund	\$63,415
TOTAL REVENUES	\$804,103

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 CITY CLERK

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SPECIAL PURPOSE FUND

APPROPRIATIONS

SABLE Program	\$333,806
Safelight Camera Program	\$1,742,156
Transfer to Convention Center Fund	\$4,559,641
Metropolitan Transportation Planning Administration	\$1,036,832
Affordable Housing Programs	\$1,563
Annual Housing Summit	\$7,000
Home Ownership and Affordable Housing Project	\$17,935
TOTAL APPROPRIATIONS	\$7,698,933

REVENUES

Room Occupancy Tax	\$4,559,641
Transfer from General Fund	\$646,108
Fed Forfeiture	\$115,744
Intergovernmental Revenue	\$1,036,352
Red Light Fines and Late Fees	\$1,320,309
Interest on Investments	\$1,369
Miscellaneous Program Income	\$19,410
TOTAL REVENUES	\$7,698,933

CONVENTION CENTER OPERATING FUND

APPROPRIATIONS

Convention Center Operating	\$4,606,267
Debt Service	\$3,498,939
TOTAL APPROPRIATIONS	\$8,105,206

REVENUES

Room Occupancy Tax	\$4,559,641
Convention Center Revenue	\$2,982,255
Convention Center Parking Deck Revenue	\$563,310
TOTAL REVENUES	\$8,105,206

SECTION II: That pursuant to NCGS 159-13.1, the following Financial Plans are hereby made to the funds listed in the schedule below and that the following revenues are estimated to be available during the fiscal year to meet these appropriations in the respective fund.

FLEET MAINTENANCE/REPLACEMENT FUND

APPROPRIATIONS

Fleet Management Operations	\$7,069,502
Debt Service	\$440,381
TOTAL APPROPRIATIONS	\$7,509,883

REVENUES

Lease Charges	\$5,669,053
Other Revenue and Interest Earnings	\$42,209
Appropriated Fund Balance	\$1,798,621
TOTAL REVENUES	\$7,509,883

TECHNOLOGY REPLACEMENT FUND

APPROPRIATIONS	
PC and Technology Support	\$1,385,005
TOTAL APPROPRIATIONS	\$1,385,005
REVENUES	
Technology Replacement Charges	\$601,364
Transfer from General Fund	\$324,365
Appropriated Fund Balance	\$459,276
TOTAL REVENUES	\$1,385,005

SECTION III: That the following appropriations are hereby made to the funds listed in the schedule below and that the following revenues are estimated to be available during the fiscal year to meet these appropriations in the respective fund.

GOLF COURSE FUND

APPROPRIATIONS	
Golf Course Operations	\$1,447,351
TOTAL APPROPRIATIONS	\$1,447,351
REVENUES	
Greens Fees	\$962,022
Cart Rentals	\$265,661
Concessions	\$165,500
Other Revenue and Interest Earnings	\$54,168
TOTAL REVENUES	\$1,447,351

PARKING FACILITIES FUND

APPROPRIATIONS	
Parking Facilities Operations	\$2,806,452
Debt Service	\$1,076,727
TOTAL APPROPRIATIONS	\$3,883,179
REVENUES	
Parking Fees	\$3,253,694
Transfer from Debt Service Fund	\$543,633
Interest Earnings	\$19,264
Appropriated Fund Balance	\$66,588
TOTAL REVENUES	\$3,883,179

SOLID WASTE MANAGEMENT FUND

APPROPRIATIONS	
Solid Waste Operations	\$9,082,799
Debt Service	\$191,824
TOTAL APPROPRIATIONS	\$9,274,623
REVENUES	
Solid Waste Disposal Tax	\$70,558
Refuse Collection Fees	\$8,744,024
Other Revenue and Interest Earnings	\$264,680
Transfer from General Fund	\$29,866
Appropriated Fund Balance	\$165,495
TOTAL REVENUES	\$9,274,623

STORM WATER MANAGEMENT FUND

APPROPRIATIONS

Storm Water Operations	\$13,556,102
Debt Service	\$1,840,783

TOTAL APPROPRIATIONS \$15,396,885

REVENUES

Storm Water Utility Fees	\$11,136,804
Other Revenue and Interest Earnings	\$145,758
Appropriated Fund Balance	\$4,114,323
TOTAL REVENUES	\$15,396,885

DEBT SERVICE FUND

APPROPRIATIONS

Debt Service Payments	\$23,670,275
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TOTAL APPROPRIATIONS \$23,670,275

REVENUES

Property Tax	\$13,892,510
Intergovernmental Revenues	\$330,177
Transfer from General Fund	\$9,334,832
Interest Earnings	\$112,756
TOTAL REVENUES	\$23,670,275

SECTION IV. That there is hereby levied tax rate of \$0.0655 per \$100 valuation of taxable property as listed for taxes as of January 1, 2017, earmarked for the 80/20 Capital Debt Plan as outlined in the 1st 80/20 Year Capital Improvement Plan in fiscal year 2013 and for the Streets and Sidewalks Bond projects located throughout the City, as approved by the voters of Wilmington in November 2014. Designate for the Debt Service Plan as outlined in the 2nd 80/20 Year Capital Improvement Plan is \$0.0018 per \$100 valuation, for the purpose of raising revenue from current property tax as set forth in the foregoing estimate of revenues. That there is hereby levied tax rate of \$0.0094 per \$100 valuation of taxable property as listed for taxes as of January 1, 2017, designate for the Water Street Deck Collaboration and restricted in the Debt Service Fund, for the purpose of raising revenue from current property tax as set forth in the foregoing estimate of revenues. That there is hereby levied a tax rate of \$0.0180 per \$100 valuation of taxable property as listed for taxes as of January 1, 2017, restricted in the Debt Service Fund for the Parks Bond projects located throughout the City, as approved by the voters of Wilmington in November 2016.

SECTION V: That appropriations herein authorized shall have the amount of outstanding purchase orders as of June 30, 2017, added to each appropriation as it appears in order to account for the payment against the fiscal year in which it is paid.

SECTION VI: The City Council authorizes the consolidation and other actions necessary to comply with GASB pronouncements that would affect financial reporting compliance.

SECTION VII: The City Council authorizes the appropriation and implementation of retiree payout based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY 2017-18 budget.

SECTION VIII: The City Council authorizes the appropriation of a 3% salary and benefits budget for implementation in accordance with the City's compensation plan based upon usage

O1b-4

to the respective functions, departments, divisions, and sections upon adoption of the FY 2017-18 budget. This includes a 2% across the board and a 1% percent for performance.

SECTION IX: The City Council authorizes the appropriation and implementation of the Wilmington Area Metropolitan Transportation Planning Administration based upon usage to the respective functions, departments, divisions, and sections upon the adoption of the FY 2017-18 budget.

SECTION X: The City Council authorizes the appropriation and implementation of workers' compensation claims based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY2017-18 budget.

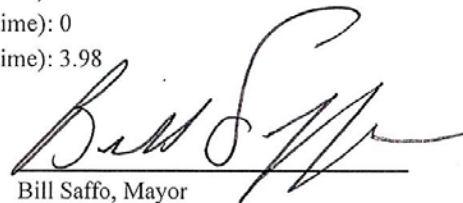
SECTION XI: The City Council authorizes the appropriation and implementation of liability insurance based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY2017-18 budget.

SECTION XII: That any construction or repair project undertaken by city work forces shall be in compliance with the requirements of North Carolina General Statutes 143-135 and are hereby approved upon adoption of the FY 2017-18 budget.

SECTION XIII: That appropriations herein authorized shall fund the following Full-time, Full Time Equivalent (Part-time) positions. It does not include other temporary or seasonal positions such as interns:

Finance/CD HM	Full-time:	2	FTE (Part-time): .96
Community Development	Full-time:	3	FTE (Part-time): .10
Housing Development	Full-time:	3	FTE (Part-time): 0
Metropolitan Planning	Full-time:	11	FTE (Part-time): 0 FTE
Fleet	Full-time:	13	(Part-time): 0
Golf	Full-time:	10	FTE (Part-time): 2.92
Parking	Full-time:	2	FTE (Part-time): 0
Solid Waste	Full-time:	75	FTE (Part-time): 0
Storm Water	Full-time:	60	FTE (Part-time): 0
Total	Full-time:	179	FTE (Part-time): 3.98

Adopted at a Regular meeting
on June 20, 2017


Bill Saffo, Mayor

ATTEST:


Penelope Spicer-Sidbury, Clerk



APPROVED AS TO
AVAILABILITY OF FUNDS:

Finance Director

Ordinance



ITEM O1c
City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/18/2017

**Ordinance Making Appropriations to the Capital Projects Funds for the Fiscal Year
Beginning July 1, 2017**

LEGISLATIVE INTENT/PURPOSE:

Appropriations to the Capital Projects Funds for the Fiscal Year beginning July 1, 2017.

THEREFORE, BE IT ORDAINED:

SECTION I: That, pursuant to NCGS 159-13.2, the following appropriations are hereby made to the Capital Projects Funds, consistent with the Recommended Budget and any changes made during City Council's work sessions, and that the following revenues are estimated to be available during the fiscal year to meet these appropriations.

CAPITAL PROJECTS

Appropriations:

Storm Water Capital Projects:	\$3,319,500
Streets and Sidewalks Capital Projects:	\$2,190,251
Parks and Recreation Capital Projects:	\$37,407,524
Public Facilities Capital Projects:	\$18,898,019
Parking Facilities Capital Projects:	\$2,868,334
Golf Capital Projects:	\$1,000,000

Total Appropriations: \$65,683,628

Revenue:

Transfer from General Fund:	\$7,960,200
Transfer from Debt Service Fund:	\$3,383,141
Transfer from Debt Service Future Paygo:	\$3,615,000
Transfer from Parking Facility Fund:	\$438,150
Transfer from Streets and Sidewalks CP:	\$76,739
Interest on Investments:	\$70,399
Stormwater Fund:	\$7,088,045
Revenue Bonds:	(\$3,788,045)
Installment Financing:	\$16,374,343
General Obligation Bonds:	\$30,465,000
Miscellaneous:	\$656

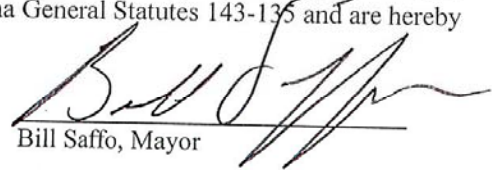
CERTIFIED TO BE A TRUE COPY
 City Clerk
 Stephanie Spina-Sidbury

Total Revenue: **\$65,683,628**

SECTION II: All expenditures relating to obtaining any bond referendum and/or installment purchase adopted as part of the Budget will be reimbursed from bond proceeds and installment purchase proceeds and, if non-taxable in accordance with the requirements of the United States Treasury Regulations Section 1.150-2.

SECTION III: That any construction or repair project undertaken by city work forces shall be in compliance with the requirements of North Carolina General Statutes 143-135 and are hereby approved upon adoption of the FY 2017-18 budget.

Adopted at a Regular meeting
on June 20, 2017

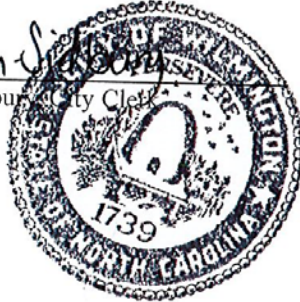


Bill Saffo, Mayor

ATTEST:



Penelope Spicer-Sidbury, City Clerk



APPROVED AS TO
AVAILABILITY OF FUNDS:



Finance Director

Ordinance



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/18/2017

**Ordinance Amending Various Chapters of the City of Wilmington Fee Schedule for the
Fiscal Year Beginning July 1, 2017**

LEGISLATIVE INTENT/PURPOSE:

Pursuant to G.S. (160A-77b1), the City Council has established the City of Wilmington Fee Schedule as defined in Section 1-1 of the City Code and maintained in the office of the City Clerk. It is appropriate to amend various chapters of the Fee Schedule.

Chapter II - Parking Facility Fees

Section 5. Convention Center Parking Deck will see the addition of a \$100 per month fee for the Monthly Unreserved Single Space Rate as well as an increase of the Monthly Reserved Single Space Rate from \$100 per month to \$130 per month.

The word "day" is being added to the Lost Ticket: \$13.00 fee.

Chapter III - Golf and Recreation Fees

Article A: Municipal Golf Fees

Section 2. Inland Greens Golf Fees is adding an Unlimited Monthly Pass to the schedule as follows:

\$50 City Residents, \$65 Non-City Residents. Unlimited golf (valid 30 days from date of purchase, subject to tee time availability). Pass to be offered during advertised promotional periods only.

Inland Greens is also adding a Pull cart rental fee of \$2.

Article B: Parks and Recreation Fees

Section 2. Facility Rental Fees

It is proposed to remove rental fees for the Pools from the schedule.

Changes to the Halyburton rental fees are proposed as follows:

CITY CLERK
Shelley Spina Stearns
CERTIFIED TO BE A TRUE COPY

O2-2

Business Rate

Changing the rate of \$225 for first two hours to \$50/hour (two hour minimum) or daily rate of \$300/eight hours. Also adding available hours to be on Weekdays from 8am - 5pm. As well as adding a deposit of \$100 for clean-up. Also proposed to remove the \$50 each additional hour fee from the schedule.

It is proposed to remove the Center Kitchen fee from the schedule.

The Attendant fee after normal business hours for Non-Profit is proposed to change the rate from \$325 for the first four hours to \$240 as well as decrease the each additional hour rate from \$81.25 to \$60 also adding \$100 refundable clean-up deposit and a \$200 refundable damage deposit.

The Attendant fee after normal business hours for Private/For Profit is proposed to change the rate from \$118.75 for each additional hour rate \$100 also adding \$100 refundable clean-up deposit and a \$200 refundable damage deposit.

Chapter IV - Refuse Collection and Disposal Fees

The Public Services Department recommends eliminating the Carrion Service resulting in a deletion of Article A, Section 8.

Article A: Residential/Regular Service Fee Schedule

Section 8: Carrion - Remove the fee from Schedule. Verbiage to be removed is as follows:

The refuse collection fee for one time per week carrion service is Thirty five dollars and nine cents (\$35.09) per month.

The refuse collection fee for two times per week carrion service is Seventy dollars and eighteen cents (\$70.18) per month.

The refuse collection fee for three times per week carrion service is One hundred five dollars and twenty-seven cents (\$105.27) per month.

Chapter VI: Planning, Zoning, and Miscellaneous Fees and Permits

Section 15. Homeownership Opportunities Program (HOP)

It is proposed to add the HOP Loan Application Fee of \$50.00.

It is proposed to add a new section to the schedule as follows:

Section 17: City Loan Assumptions and Second Mortgage Subordination Requests

Application Fee non-refundable \$50.00

Upon death of original borrower an heir may apply to assume the City's loan if qualified; must have title to property, live in the property as primary residence, meet HUD income guidelines, and be approved by Loan Review Board.

Borrowers with City second position mortgage loans may request a subordination of their City loan to a refinance of their first mortgage loan for the following reasons: favorable change in interest rate, change of term (shorten loan term, or extent term to reduce monthly payment amount). No additional debt other than reasonable closing costs may be added to the refinance of the first mortgage. Subordinations must be approved by the Loan Review Board.

Chapter VII - Storm Water Services Fees

Article A: Single Family Residential Fees

Section 2. Standard Rate

The rate per ERU per month for Storm Water fees will increase by 5.9% taking the rate from \$7.66 to \$8.11 per ERU.

The standard rate shall be Eight dollars and eleven cents (\$8.11) per month billed at the rate of Sixteen dollars and twenty two cents (\$16.22) bimonthly for all single family residential properties, with the exception of properties eligible for a reduced rate.

Article B: Fees for All Other Property Uses

Section 3: Rate per Equivalent Residential Unit

All other property uses will be charged the rate of Eight dollars and eleven cents (\$8.11) per month times the number of ERU of impervious surface on-site as determined by the City of Wilmington. Such charges shall be billed on a bimonthly cycle at the rate of Sixteen dollars and twenty two cents (\$16.22) times the number of ERU.

THEREFORE, BE IT ORDAINED:

SECTION I. That Chapters II, III, IV, VI, and VII of the City of Wilmington Fee Schedule are hereby amended as shown in Exhibit "A" attached hereto and incorporated herein by reference.

SECTION II. That the amendment to the fees set forth in Chapters II, III, IV, VI, and VII of the Fee Schedule shall be effective for all services rendered after July 1, 2017.

O2-4

SECTION III. That the City Manager shall cause these amendments to be inserted in all official copies of the City of Wilmington Fee Schedule.

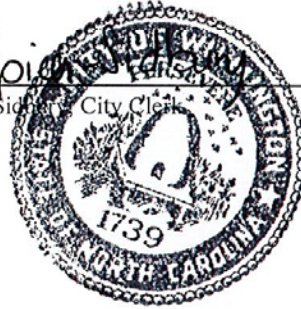
SECTION IV. That this ordinance shall be effective on and after July 1, 2017.
Adopted at a Regular meeting
on June 20, 2017




Bill Saffo, Mayor

ATTEST:


Penelope Spicer-Sides, City Clerk



APPROVED AS TO
AVAILABILITY OF FUNDS:


Finance Director

SUPPLEMENTAL DOCUMENTS

REVENUE DETAILS

GENERAL FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
General Fund				
Property Tax				
Current Year	\$ 51,503,530	\$ 52,196,690	\$ 52,196,690	\$ 53,413,454
DMV Collections	\$ 3,721,857	\$ 3,707,874	\$ 3,707,874	\$ 3,598,719
1st Prior Year	\$ 282,569	\$ 350,000	\$ 350,000	\$ 225,000
2nd Prior Year	\$ 70,954	\$ 60,000	\$ 60,000	\$ 60,000
Other Prior Years	\$ 55,528	\$ 50,000	\$ 50,000	\$ 25,000
Penalties and Interest	\$ 202,145	\$ 285,000	\$ 285,000	\$ 200,000
Property Tax Total	\$ 55,836,584	\$ 56,649,564	\$ 56,649,564	\$ 57,522,173
Local Sales Tax				
1% Local Option Sales Tax	\$ 10,911,501	\$ 10,969,890	\$ 11,911,890	\$ 12,446,716
1/2 % (Art. 40) Local Option Sales Tax	\$ 3,953,592	\$ 3,908,220	\$ 3,908,220	\$ 4,523,155
1/2 % (Art. 42) Local Option Sales Tax	\$ 5,341,599	\$ 5,249,650	\$ 5,249,650	\$ 5,826,895
1/2% (Art. 44 2003) Local Option Sales Tax	\$ 2,636	\$ -	\$ -	\$ -
1/4% Art.44 Hold Harmless	\$ 2,781,108	\$ 2,739,413	\$ 2,739,413	\$ 3,183,871
Rental Vehicle Tax	\$ 298,745	\$ 275,000	\$ 275,000	\$ 290,000
Local Sales Tax Total	\$ 23,289,181	\$ 23,142,173	\$ 24,084,173	\$ 26,270,637
Intergovernmental Revenues				
ABC Revenues	\$ 1,386,115	\$ 1,262,492	\$ 1,262,492	\$ 1,400,000
Beer and Wine Tax	\$ 501,086	\$ 575,000	\$ 575,000	\$ 600,000
Court Fees	\$ 30,611	\$ 35,000	\$ 35,000	\$ 30,000
FEMA - Homeland Security	\$ -	\$ -	\$ 650,000	\$ -
New Hanover County	\$ 231,580	\$ 237,774	\$ 287,774	\$ 237,774
Piped Natural Gas Excise Tax	\$ 177,934	\$ 182,000	\$ 182,000	\$ 170,000
Powell Bill (Gasoline Tax)	\$ 2,953,143	\$ 2,925,558	\$ 2,925,558	\$ 2,918,789
Supplemental PEG Channel Support	\$ 27,972	\$ 30,000	\$ 30,000	\$ 25,000
Telecommunications Service Tax	\$ 1,079,208	\$ 1,050,000	\$ 1,050,000	\$ 900,000
Utility Franchise Tax	\$ 7,134,914	\$ 6,900,000	\$ 6,900,000	\$ 7,350,388
Video Programming Tax	\$ 1,390,363	\$ 1,511,855	\$ 1,511,855	\$ 1,440,000
Intergovernmental Revenues Total	\$ 14,912,925	\$ 14,709,679	\$ 15,409,679	\$ 15,071,951
Licenses, Fees & Permits				
Construction Permits	\$ 81,581	\$ 55,000	\$ 55,000	\$ 70,000
Fire Permits and Charges	\$ 121,660	\$ 140,000	\$ 140,000	\$ 115,000
Miscellaneous Permits	\$ 69,112	\$ 50,000	\$ 50,000	\$ 60,000
Motor Vehicle Licenses	\$ 399,121	\$ 405,208	\$ 405,208	\$ 380,000
Penalties	\$ 6,645	\$ -	\$ -	\$ -
Privilege Licenses	\$ 61,805	\$ -	\$ -	\$ -
Licenses, Fees & Permits Total	\$ 739,925	\$ 650,208	\$ 650,208	\$ 625,000
Charges for General Government Services				
Zoning and Subdivision Fees	\$ 105,574	\$ 65,000	\$ 65,000	\$ 90,000
Charges for General Government Services Total	\$ 105,574	\$ 65,000	\$ 65,000	\$ 90,000

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Charges for Public Safety Services				
Azalea Festival Services	\$ -	\$ 17,641	\$ 27,721	\$ 10,080
Charges to New Hanover Schools	\$ 69,915	\$ 69,914	\$ 69,914	\$ 69,914
Court Judgements	\$ 100	\$ -	\$ -	\$ -
Crime Lab Fees	\$ 23,571	\$ 10,000	\$ 10,000	\$ 10,000
Fingerprints & Identification	\$ 10,145	\$ 10,000	\$ 10,000	\$ 10,000
Fire Inspection Fees	\$ 72,775	\$ 100,000	\$ 100,000	\$ 80,000
Fire Projection Escorts	\$ 49,800	\$ -	\$ -	\$ 75,000
Outside of City Fire Protection Contracts	\$ 15,189	\$ 13,000	\$ 13,000	\$ 14,000
Precious Metal Permits	\$ 3,294	\$ -	\$ -	\$ -
Reimbursed Overtime - Fire	\$ 9,850	\$ 19,000	\$ 19,000	\$ 5,000
Reimbursed Overtime - Police	\$ 273,943	\$ 350,000	\$ 350,000	\$ 290,000
Special Teams	\$ 87,762	\$ 65,000	\$ 65,000	\$ 50,000
State of NC - Haz Mat Services	\$ 61,836	\$ 40,000	\$ 40,000	\$ 40,000
State Property - Fire Protection	\$ 120,261	\$ 120,000	\$ 120,000	\$ 115,000
Wilmington Housing Authority	\$ 197,500	\$ 158,000	\$ 158,000	\$ 158,000
YMCA	\$ 15,189	\$ 15,188	\$ 34,196	\$ 12,980
Charges for Public Safety Services Total	\$ 1,011,130	\$ 987,743	\$ 1,016,831	\$ 939,974
Charges for Public Services				
Boarding Fees	\$ 8,565	\$ 5,500	\$ 5,500	\$ 6,000
Demolition	\$ 4,724	\$ -	\$ -	\$ -
Hauling and Mowing	\$ -	\$ -	\$ -	\$ 42,000
Lot Cleaning	\$ 7,150	\$ 6,000	\$ 6,000	\$ 7,000
Maintenance State Highway Signs	\$ 422,164	\$ 390,000	\$ 390,000	\$ 416,264
Penalties, Fees and Assessments	\$ 6,007	\$ -	\$ -	\$ -
Resident Parking Permits	\$ 1,750	\$ -	\$ -	\$ -
Utility Cut/Street Repair	\$ 140,568	\$ 135,000	\$ 135,000	\$ 135,000
Charges for Public Services Total	\$ 590,927	\$ 536,500	\$ 536,500	\$ 606,264
Charges for Parks and Recreation Programs				
Althea Gibson Tennis	\$ 18,656	\$ 29,000	\$ 29,000	\$ 29,000
Boxing/Fitness Center	\$ 21,745	\$ 22,000	\$ 22,000	\$ 22,000
Committed Revenue - Boxing Center	\$ 663	\$ -	\$ -	\$ -
Committed Revenue - Buck Hardee Field	\$ 1,550	\$ -	\$ -	\$ -
Committed Revenue - Derick GS Davis Center	\$ 95	\$ -	\$ -	\$ -
Committed Revenue - Empie Park Tennis Tournaments	\$ 1,519	\$ -	\$ -	\$ -
Committed Revenue - Greenfield Amphitheater	\$ 23,864	\$ -	\$ 66,401	\$ -
Committed Revenue - Halyburton Park	\$ 611	\$ -	\$ -	\$ -
Committed Revenue - Legion Sports Complex	\$ 6,800	\$ -	\$ -	\$ -
Committed Revenue - Martin Luther King Center	\$ 10	\$ -	\$ -	\$ -
Committed Revenue - North Waterfront Park	\$ 6,465	\$ -	\$ -	\$ -
Committed Revenue - Olsen Park	\$ 852	\$ -	\$ -	\$ -
Committed Revenue - Road Race/Group Walks	\$ 16,042	\$ -	\$ -	\$ -
Docking	\$ 25,590	\$ 27,000	\$ 27,000	\$ 26,000
Empie Picnic Shelter	\$ 6,064	\$ 5,000	\$ 5,000	\$ 6,000
Fit for Fun	\$ 26,876	\$ 22,000	\$ 22,000	\$ 27,000
Food and Beverage Concessions	\$ 455,616	\$ 450,000	\$ 450,000	\$ 460,000
Greenfield Park - Amphitheater	\$ 20,063	\$ 25,000	\$ 25,000	\$ 21,000
Greenfield Park - Fragrance Garden	\$ 1,200	\$ 2,000	\$ 2,000	\$ 1,200
Greenfield Park - Grounds	\$ 508	\$ 500	\$ 500	\$ 500
Halyburton Park Programs	\$ 27,064	\$ 35,000	\$ 35,000	\$ 28,000
Halyburton Rentals	\$ 33,151	\$ 30,000	\$ 30,000	\$ 34,000

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Hemenway Rentals	\$ 322	\$ -	\$ -	\$ -
Legion Pool	\$ 5,233	\$ 4,000	\$ 4,000	\$ -
Legion Stadium	\$ 37,296	\$ 33,500	\$ 33,500	\$ 20,000
M L King Center	\$ 1,090	\$ 1,200	\$ 1,200	\$ 1,100
Maides Park	\$ 4,433	\$ 5,000	\$ 5,000	\$ 4,500
Maides Park Programs	\$ 4,639	\$ 2,560	\$ 2,560	\$ 5,000
Miscellaneous	\$ 2,215	\$ -	\$ -	\$ -
MLK Park Programs	\$ 11,272	\$ 10,101	\$ 10,101	\$ 12,000
Non-Olsen Softball Field	\$ 7,136	\$ 5,000	\$ 5,000	\$ 7,500
North Waterfront park	\$ 8,750	\$ 7,000	\$ 7,000	\$ 9,000
Northside Pool	\$ 4,983	\$ 7,000	\$ 7,000	\$ -
Olsen Park	\$ 36,843	\$ 30,000	\$ 30,000	\$ 37,000
Portia Mills Hines Park	\$ 70	\$ -	\$ -	\$ -
Revenue Producing Program	\$ 228	\$ -	\$ -	\$ -
Revenue Producing Program Rec Intervention Activities	\$ 25	\$ -	\$ -	\$ -
Riverfront Park	\$ 3,130	\$ 4,500	\$ 4,500	\$ 1,000
Road Race/Org Group Walk	\$ 1,812	\$ 2,500	\$ 2,500	\$ 2,000
Robert Strange Pool	\$ 3,781	\$ 5,000	\$ 5,000	\$ -
Skate Park Fees	\$ 17,020	\$ 13,000	\$ 13,000	\$ 18,000
Special Events	\$ 1,075	\$ 1,000	\$ 1,000	\$ 1,200
Tennis Clinic	\$ 269	\$ -	\$ -	\$ -
Tennis Reservations	\$ 16,586	\$ 20,000	\$ 20,000	\$ 20,000
Tree Permits	\$ 9,900	\$ 4,000	\$ 4,000	\$ 10,000
Youth Athletics	\$ 6,690	\$ 2,500	\$ 2,500	\$ 7,000
Charges for Parks and Recreation Programs Total	\$ 879,799	\$ 805,361	\$ 871,762	\$ 810,000
Fines & Forfeitures				
Civil Citations	\$ 55,335	\$ 46,200	\$ 46,200	\$ 47,000
Code Enforcement	\$ 12,829	\$ 7,000	\$ 7,000	\$ 10,000
False Alarm Citations	\$ 121,458	\$ 100,000	\$ 100,000	\$ 100,000
Fire Code Violations	\$ 18,550	\$ 7,500	\$ 7,500	\$ 8,000
Fines & Forfeitures Total	\$ 208,172	\$ 160,700	\$ 160,700	\$ 165,000
Interest Earnings				
Interest Earnings	\$ 164,172	\$ 204,358	\$ 204,358	\$ 230,620
Interest on Investments	\$ 25,368	\$ -	\$ -	\$ 20,000
Interest on Investments / Interest on Assessment	\$ -	\$ -	\$ -	\$ 2,000
Interest on Liens	\$ 2,917	\$ -	\$ -	\$ -
Interest Earnings Total	\$ 192,457	\$ 204,358	\$ 204,358	\$ 252,620
Miscellaneous				
Miscellaneous Charges	\$ 8,656	\$ 5,000	\$ 14,925	\$ 5,000
Miscellaneous Total	\$ 8,656	\$ 5,000	\$ 14,925	\$ 5,000
Other Revenue				
Blue Cross Blue Shield	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
Building and Improvements	\$ 22,837	\$ -	\$ 16,105	\$ -
Debt Service Fund	\$ 1,278,390	\$ 874,875	\$ 874,875	\$ -
Donations	\$ 147,047	\$ -	\$ -	\$ -
Material Sales	\$ 34,806	\$ -	\$ 5,615	\$ -
Materials	\$ 250	\$ -	\$ -	\$ -
Miscellaneous Charges	\$ 1,059	\$ 2,000	\$ 2,000	\$ 2,000
NHC Board of Education	\$ 110,811	\$ 105,000	\$ 105,000	\$ 105,000
Other Revenue	\$ 11,538	\$ 15,000	\$ 15,000	\$ 15,000

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Rebate Pcard Program	\$ 32,030	\$ 30,000	\$ 30,000	\$ 30,000
Rental Income	\$ 179,927	\$ 208,553	\$ 208,553	\$ 208,553
Vehicle & Eqpt Damage	\$ 298	\$ -	\$ 9,527	\$ -
Workers Compensation	\$ 54,534	\$ -	\$ -	\$ -
Other Revenue Total	\$ 1,873,527	\$ 1,260,428	\$ 1,291,675	\$ 385,553
Appropriated Fund Balance				
Appropriated Fund Balance	\$ -	\$ 5,744,343	\$ 10,911,178	\$ 7,960,200
Appropriated Fund Balance Total	\$ -	\$ 5,744,343	\$ 10,911,178	\$ 7,960,200
General Fund Total	\$ 99,648,858	\$ 104,921,057	\$ 111,866,553	\$ 110,704,372

STORMWATER MANAGEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Stormwater Management Fund				
Charges for Services				
City Street Stormwater Utility Fee	\$ 2,249,917	\$ 2,441,004	\$ 2,441,004	\$ 2,649,015
NCDOT Drainage Maintenance	\$ 29,500	\$ 37,000	\$ 37,000	\$ 37,000
Stormwater Revenue Recovery	\$ 31,479	\$ -	\$ -	\$ -
Stormwater Utility Fee	\$ 7,646,645	\$ 7,730,986	\$ 7,730,986	\$ 8,487,789
Charges for Services Total	\$ 9,957,541	\$ 10,208,990	\$ 10,208,990	\$ 11,173,804
Licenses & Permits				
Stormwater Discharge Permit	\$ 50,550	\$ 47,000	\$ 47,000	\$ 47,000
Licenses & Permits Total	\$ 50,550	\$ 47,000	\$ 47,000	\$ 47,000
Fines & Forfeitures				
Civil Citations / Illicit Discharge Penalty	\$ 250	\$ -	\$ -	\$ -
Fines & Forfeitures Total	\$ 250	\$ -	\$ -	\$ -
Interest Earnings				
Interest on Investments	\$ 36,275	\$ 44,231	\$ 44,231	\$ 61,758
Interest Earnings Total	\$ 36,275	\$ 44,231	\$ 44,231	\$ 61,758
Miscellaneous				
Material Sales	\$ 1,248	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 1,248	\$ -	\$ -	\$ -
Appropriated Fund Balance				
Appropriated Fund Balance	\$ -	\$ -	\$ 177,168	\$ 4,114,323
Appropriated Fund Balance Total	\$ -	\$ -	\$ 177,168	\$ 4,114,323
Stormwater Management Fund Total	\$ 10,045,864	\$ 10,300,221	\$ 10,477,389	\$ 15,396,885

SOLID WASTE MANAGEMENT FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Solid Waste Management Fund				
Charges for Current Services				
Bag Purchases Downtown	\$ 97,109	\$ 84,200	\$ 84,200	\$ 98,915
Code Enforcement Cleanup	\$ 114	\$ -	\$ -	\$ -
New Customer Activation Fees	\$ 95,575	\$ 115,000	\$ 115,000	\$ 103,291
Recycling Sales	\$ 30,007	\$ 28,670	\$ 28,670	\$ 31,327
Refuse Collection Fees	\$ 8,744,024	\$ 8,724,954	\$ 8,724,954	\$ 8,744,024
Refuse Revenue Recovery	\$ 28,692	\$ -	\$ -	\$ -
Charges for Current Services Total	\$ 8,995,520	\$ 8,952,824	\$ 8,952,824	\$ 8,977,557
Intergovernmental Revenues				
New Hanover County	\$ 732	\$ -	\$ -	\$ -
Solid Waste Disposal Tax	\$ 73,830	\$ 58,972	\$ 58,972	\$ 70,558
Intergovernmental Revenues Total	\$ 74,562	\$ 58,972	\$ 58,972	\$ 70,558
Interest Earnings				
Interest on Investments	\$ 14,235	\$ 7,600	\$ 7,600	\$ 26,147
Interest Earnings Total	\$ 14,235	\$ 7,600	\$ 7,600	\$ 26,147
Other Revenue				
Other Revenue	\$ 91,460	\$ 34,866	\$ 34,866	\$ 34,866
Other Revenue Total	\$ 91,460	\$ 34,866	\$ 34,866	\$ 34,866
Appropriated Fund Balance				
Appropriated Fund Balance	\$ -	\$ 299,818	\$ 299,818	\$ 165,495
Appropriated Fund Balance Total	\$ -	\$ 299,818	\$ 299,818	\$ 165,495
Solid Waste Management Fund Total	\$ 9,175,777	\$ 9,354,080	\$ 9,354,080	\$ 9,274,623

GOLF COURSE FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Golf Course Fund				
Charges for Current Services				
Daily Green Fees	\$ 674,646	\$ 788,135	\$ 788,135	\$ 781,625
Cart Rentals	\$ 252,270	\$ 269,268	\$ 269,268	\$ 265,661
Tournament Fees	\$ 27,582	\$ 7,085	\$ 7,085	\$ 7,085
Discount Cards - Green Fees	\$ 127,665	\$ 196,435	\$ 196,435	\$ 173,312
Food Concessions	\$ 39,309	\$ 50,215	\$ 50,215	\$ 50,500
Locker Fees	\$ 400	\$ -	\$ -	\$ -
Retail Concessions	\$ 86,268	\$ 83,013	\$ 83,013	\$ 85,000
Beer Sales	\$ 40,739	\$ 30,000	\$ 30,000	\$ 30,000
Charges for Current Services Total	\$ 1,248,879	\$ 1,424,151	\$ 1,424,151	\$ 1,393,183
Interest Earnings				
Interest on Investments	\$ 1,812	\$ 2,284	\$ 2,284	\$ 2,772
Interest Earnings Total	\$ 1,812	\$ 2,284	\$ 2,284	\$ 2,772
Miscellaneous				
Other Revenue	\$ 24,470	\$ -	\$ 15,000	\$ 51,396
Miscellaneous Total	\$ 24,470	\$ -	\$ 15,000	\$ 51,396
Appropriated Fund Balance				
Appropriated Fund Balance	\$ 24,891	\$ -	\$ 103,740	\$ -
Appropriated Fund Balance Total	\$ 24,891	\$ -	\$ 103,740	\$ -
Golf Course Fund Total	\$ 1,300,053	\$ 1,426,435	\$ 1,545,175	\$ 1,447,351

PARKING FACILITIES FUND

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Parking Facilities Fund				
Charges for Current Services Hannah Block Lot				
Hourly Fees	\$ 47,834	\$ 46,000	\$ 46,000	\$ 48,410
Monthly Fees	\$ 11,797	\$ 10,500	\$ 10,500	\$ 12,150
Special Event Fees	\$ 435	\$ 200	\$ 200	\$ 200
Charges for Current Services Hannah Block Lot Total	\$ 60,066	\$ 56,700	\$ 56,700	\$ 60,760
Charges for Current Services Market Street Deck				
Evening/Night Collections	\$ 99,213	\$ 110,000	\$ 110,000	\$ 101,970
Hourly Fees	\$ 371,574	\$ 389,000	\$ 389,000	\$ 370,000
Monthly Fees	\$ 187,558	\$ 192,750	\$ 192,750	\$ 192,750
Special Event Fees	\$ 35,418	\$ 20,000	\$ 20,000	\$ 36,050
Stamp Sales	\$ 5,950	\$ -	\$ -	\$ -
Charges for Current Services Market Street Deck Total	\$ 699,714	\$ 711,750	\$ 711,750	\$ 700,770
Charges for Current Services Second Street Deck				
Evening/Night Collections	\$ 15,699	\$ 18,000	\$ 18,000	\$ 19,000
Hourly Fees	\$ 131,217	\$ 134,000	\$ 134,000	\$ 140,401
Monthly Fees	\$ 219,633	\$ 252,310	\$ 252,310	\$ 252,310
Special Event Fees	\$ 22,804	\$ 18,000	\$ 18,000	\$ 23,000
Stamp Sales	\$ 2,580	\$ 850	\$ 850	\$ 5,000
Charges for Current Services Second Street Deck Total	\$ 391,933	\$ 423,160	\$ 423,160	\$ 439,711
Charges for Current Services Second Street Lot				
Hourly Fees	\$ 221,447	\$ 200,000	\$ 200,000	\$ 242,000
Monthly Fees	\$ 52,197	\$ 60,000	\$ 60,000	\$ 60,000
Special Event Fees	\$ 1,821	\$ 1,000	\$ 1,000	\$ 3,000
Charges for Current Services Second Street Lot Total	\$ 275,465	\$ 261,000	\$ 261,000	\$ 305,000
Charges for Current Services Street Parking				
Monthly Fees	\$ 19,980	\$ 19,980	\$ 19,980	\$ 19,980
Parking Meters	\$ 987,981	\$ 1,172,000	\$ 1,172,000	\$ 1,212,750
Parking Permits	\$ 41,375	\$ 42,000	\$ 42,000	\$ 52,957
Parking Tokens	\$ 7,658	\$ 4,500	\$ 4,500	\$ 4,500
Special Event Fees	\$ 6,527	\$ -	\$ -	\$ -
Charges for Current Services Street Parking Total	\$ 1,063,520	\$ 1,238,480	\$ 1,238,480	\$ 1,290,187
Charges for Current Services Water Street Deck				
Hourly Fees	\$ 179,087	\$ 37,500	\$ 37,500	\$ -
Monthly Fees	\$ 197,214	\$ 45,000	\$ 45,000	\$ -
Special Event Fees	\$ 5,950	\$ -	\$ -	\$ -
Valet Parking	\$ 37,377	\$ 10,000	\$ 10,000	\$ -
Charges for Current Services Water Street Deck Total	\$ 419,628	\$ 92,500	\$ 92,500	\$ -
From Debt Service Fund				
From Debt Service Fund	\$ 558,740	\$ 550,386	\$ 550,386	\$ 543,633
From Debt Service Fund Total	\$ 558,740	\$ 550,386	\$ 550,386	\$ 543,633
Fines & Forfeitures				
Parking Fines	\$ 492,055	\$ 530,400	\$ 530,400	\$ 457,266
Fines & Forfeitures Total	\$ 492,055	\$ 530,400	\$ 530,400	\$ 457,266
Interest Earnings				
Interest Earnings	\$ 10,433	\$ 14,577	\$ 14,577	\$ 19,264
Interest Earnings Total	\$ 10,433	\$ 14,577	\$ 14,577	\$ 19,264
Miscellaneous				
Other Revenue	\$ 304	\$ -	\$ 36,000	\$ -
Miscellaneous Total	\$ 304	\$ -	\$ 36,000	\$ -

	FY16 Actual	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Appropriated Fund Balance				
Appropriated Fund Balance	\$ -	\$ 388,337	\$ 438,162	\$ 66,588
Appropriated Fund Balance Total	\$ -	\$ 388,337	\$ 438,162	\$ 66,588
Parking Facilities Fund Total	\$ 3,971,857	\$ 4,267,290	\$ 4,353,115	\$ 3,883,179

DETAILED AUTHORIZED POSITION LISTING

Full-Time

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
City Clerk	City Clerk	1801	City Clerk	1	1	1	1
		1803	Assistant City Clerk	2	2	2	2
		City Clerk Total			3	3	3
City Clerk Total				3	3	3	3
City Manager	Budget and Research	2317	Budget Director	1	1	1	1
		2321	Sr. Budget Analyst	2	2	2	2
		2322	Budget Specialist	-	-	-	1
	Budget and Research Total			3	3	3	4
	City Manager Administration	1106	Executive Staff Assistant	1	1	1	1
		1107	Executive Support Specialist	1	1	1	1
		1110	Executive Asst to Mayor & Council	1	1	1	1
		1799	Assistant to CM for Legislative Affairs	1	1	1	1
		1808	Deputy City Manager	2	2	2	2
		1809	City Manager	1	1	1	1
		City Manager Administration Total			7	7	7
	Communications	1707	Communications Officer	1	1	1	1
		1713	Communications Specialist	1	1	1	1
7603		Marketing Coordinator	1	1	1	1	
1712		GTV Producer/Director	1	1	1	1	
1715		GTV Station Manager	1	1	1	1	
Communications Total			5	5	5	5	
Development Support	1804	Assistant to City Manager/Development	1	1	1	1	
Development Support Total			1	1	1	1	
Internal Audit	2300	City Auditor	1	1	1	1	
Internal Audit Total			1	1	1	1	
City Manager Total				17	17	17	18
City Attorney	City Attorney	1103	Administrative Support Technician	2	2	1	-
		1105	Administrative Support Specialist	-	-	-	1
		1107	Executive Support Specialist	1	1	1	1
		1901	Paralegal	2	2	3	3
		1907	Assistant City Attorney	2	3	3	3
		1908	Deputy City Attorney	1	1	1	1
		1909	City Attorney	1	1	1	1
		City Attorney Total			9	10	10
City Attorney Total				9	10	10	10
Human Resources	Human Resources	1103	Administrative Support Technician	-	1	1	-
		1111	Data Analyst	-	-	-	1
		1502	Human Resource Technician	3	3	3	3
		1507	Safety Programs Manager	1	1	1	1
		1508	Sr. Human Resource Analyst	3	3	3	3
		1509	Director of Human Resources	1	1	1	1
		1510	Human Resources Manager	-	-	-	1
Human Resources Total			8	9	9	10	
Human Resources Total				8	9	9	10
Finance	Finance Administration and Accounting	1103	Administrative Support Technician	1	1	1	1
		2112	Accountant	2	2	2	2
		2114	Sr. Accountant	1	1	1	1
		2123	Payroll Manager	1	1	1	1
		2124	Accounting Manager	1	1	1	1
		2512	Fiscal Support Technician	1	1	1	1
		2516	Assistant Finance Director - Controller	1	1	1	1
		2517	Assistant Finance Director - Treasurer	1	1	1	1
		2519	Finance Director	1	1	1	1
		2521	Payroll Specialist	1	1	1	1
		2522	Payroll Accountant	1	1	1	1
		2613	Reporting Analyst	2	2	2	2
		Finance Administration and Accounting Total			14	14	14
	Purchasing	1105	Administrative Support Specialist	-	-	1	1
		2111	Contract Specialist	2	2	1	1
		2115	Buyer	2	2	2	2
		2117	Purchasing Manager	1	1	1	1
	Purchasing Total			5	5	5	5
	Billing and Collections	1101	Mail Courier	1	1	1	1
		2112	Accountant	-	1	1	1
2500		Customer Service Manager	1	1	1	1	
2523		Collections Officer/Tax Collections	1	1	1	1	
2615		Revenue Specialist	4	4	4	4	
Billing and Collections Total			7	8	8	8	
Finance Total				26	27	27	27

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
Information							
Technology Services	Information Technology Services	1304	Computer Support Specialist	2	4	3	3
		1310	Director of Information Technology	1	1	1	1
		1313	Client Services Manager	-	1	1	1
		1314	GIS Manager	1	1	1	1
		1315	Client Services Supervisor	1	-	-	-
		1316	IT Procurement Specialist	1	1	1	1
		1317	Network Administrator	1	2	2	2
		1318	Network Administrator, Senior	1	1	-	-
		1319	Computer Support Analyst	1	1	2	2
		1320	Business Systems Manager	1	1	-	-
		1322	Assistant IT Director	-	-	1	1
		1325	Business Systems Analyst	2	3	2	3
		1326	Business Systems Analyst, Senior	4	4	5	4
		1327	Technology Systems Manager	1	1	1	1
		1328	Business Systems Project Manager	-	-	1	1
	Information Technology Services Total			17	21	21	21
	Information Technology Services Total			17	21	21	21
Community Services	Community Services Administration	1105	Administrative Support Specialist	1	1	1	1
		7009	Director of Community Services	1	1	1	1
	Community Services Administration Total			2	2	2	2
	Code Enforcement	1102	Administrative Support Assistant	1	-	-	-
		1103	Administrative Support Technician	-	1	1	1
		7101	Code Enforcement Officer	3	4	4	4
		7105	Chief Code Enforcement Officer	1	1	1	1
	Code Enforcement Total			5	6	6	6
	Inland Greens Course/Park	6514	Recreation Coordinator	-	-	-	1
	Inland Greens Course/Park Total			-	-	-	1
	Parks and Recreation	6514	Recreation Coordinator	1	1	1	1
		6515	Recreation Supervisor	5	5	3	3
		1105	Administrative Support Specialist	1	1	1	1
		6461	Recreation Marketing Specialist	1	1	1	1
		6508	Recreation Manager	1	1	1	1
		6522	Parks and Recreation Superintendent	1	1	-	-
		6525	Recreation Business Manager	-	-	1	1
		6515	Recreation Supervisor	1	1	2	2
		6462	Event Coordination Specialist	1	1	1	1
		6515	Recreation Supervisor	2	2	2	2
		6208	Concessions Supervisor	1	1	1	1
		6504	Downtown Services Specialist	1	1	-	-
		6524	Program Specialist-Rec Intervention	-	-	1	1
		3309	Facilities Manager	1	1	1	1
		8110	Grounds Technician	4	4	4	4
		8113	Sr. Grounds Technician	4	4	4	4
		6512	Recreation Assistant	1	1	1	1
		6514	Recreation Coordinator	1	3	1	1
		6515	Recreation Supervisor	2	2	4	4
		6521	Recreation Program Specialist	1	1	-	-
		1103	Administrative Support Technician	1	1	1	1
		1215	Sr. Small Engine Mechanic	1	1	1	1
		3300	Housekeeper	1	1	1	1
		3302	Facilities Crew Leader	1	1	1	1
		3304	Facilities Technician	1	2	2	2
		6523	Parks Landscape & Forestry Manager	1	1	1	1
		8110	Grounds Technician	10	10	10	10
		8111	Parks Supervisor	1	1	1	1
		8112	Grounds Crew Leader	6	7	7	7
		8113	Sr. Grounds Technician	4	5	5	5
		8118	Landscape Supervisor	1	1	1	1
		8120	Horticulturist	6	6	6	6
		8430	Tree Trimmer	3	3	3	4
		8433	Tree Crew Leader	3	3	3	3
		8435	Tree Crew Supervisor	1	1	1	1
		8437	Forestry Management Supervisor	1	1	1	1
	Parks and Recreation Total			72	77	75	76
	Community Services Total			79	85	83	85

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted	
Planning, Development and Transportation	PDT Administration	1105	Administrative Support Specialist	1	1	1	1	
		1306	GIS Analyst	1	1	1	1	
		7005	Department of Planning, Development, and Transportation Director	1	1	1	1	
		PDT Administration Total			3	3	3	3
Planning		1105	Administrative Support Specialist	-	-	1	1	
Planning Total			-	-	1	1		
Planning		1103	Administrative Support Technician	1	1	-	1	
		1104	Planning Coordinator	1	1	1	1	
		7006	Assistant Planning Director	1	1	1	1	
		7101	Code Enforcement Officer	1	1	1	1	
		7103	Sr. Code Enforcement Officer	1	1	1	1	
		7416	Planner, Senior	2	2	2	2	
		7421	Historic Preservation Planner	1	1	1	1	
		7428	Urban Designer	1	1	1	1	
		7440	Associate Planner	6	7	7	7	
		7501	Zoning Inspector	1	1	1	1	
		7503	Zoning Administrator	1	1	1	1	
	Planning Total			17	18	17	18	
	Traffic Engineering		1105	Administrative Support Specialist	1	1	1	1
			1306	GIS Analyst	1	1	-	-
		4103	Traffic Engineer Tech, Senior	1	1	2	2	
		4116	City Traffic Engineer	1	1	1	1	
		4712	Electronic & Instrumentation Technician	3	3	3	3	
		4714	Senior Electronic & Instrumentation Technician	4	4	4	4	
		4717	Signal System Specialist	1	1	1	1	
		4719	Signal Systems Management Engineer	1	1	1	1	
		4720	ITS Maintenance Supervisor	1	1	1	1	
		4721	Signs and Markings Technician I	3	3	3	3	
		4723	Signs and Markings Technician II	4	4	4	4	
		4725	Signs and Markings Supervisor	1	1	1	1	
		4729	Signs and Markings Engineering Manager	1	1	1	1	
Traffic Engineering Total			23	23	23	23		
Planning, Development and Transportation Total				43	44	44	45	
Police Department	Office of the Chief	1103	Administrative Support Technician	1	2	1	1	
		1105	Administrative Support Specialist	4	5	4	4	
		1106	Executive Staff Assistant	-	-	1	1	
		1112	Data Analyst, Senior	-	-	1	1	
		1713	Communications Specialist	-	-	1	1	
		2314	Grants Coordinator	-	1	-	-	
		9609	Police Criminal Intelligence Analyst	-	3	5	5	
		9611	Police Officer	5	2	11	3	
		9612	Police Corporal	4	4	10	7	
		9614	Police Sergeant	4	3	4	4	
		9615	Police Lieutenant	2	2	2	2	
		9617	Police Captain	-	1	1	-	
		9618	Deputy Police Chief	2	3	2	2	
		9619	Police Chief	1	1	1	1	
		9621	Police Officer - Day	8	-	1	1	
		9626	Sting Center and Grants Manager	-	-	1	1	
		9628	Assistant Police Chief	-	-	1	1	
		9630	Police Community Relations/PIO	1	1	1	1	
		9632	Crime Prevention Specialist	-	-	1	1	
		9709	Police Planner	-	1	-	-	
Office of the Chief Total			32	29	49	37		
Planning and Research		1105	Administrative Support Specialist	1	-	-	-	
		2314	Grants Coordinator	1	-	-	-	
		9612	Police Corporal	1	-	-	-	
		9617	Police Captain	1	-	-	-	
		9709	Police Planner	1	-	-	-	
Planning and Research Total			5	-	-	-		
Criminal Investigations		1103	Administrative Support Technician	1	-	-	-	
		1105	Administrative Support Specialist	1	1	1	1	
		1703	Social Worker	1	1	1	1	
		9609	Police Criminal Intelligence Analyst	2	1	-	-	
		9611	Police Officer	32	18	13	15	
		9612	Police Corporal	20	13	12	11	
		9614	Police Sergeant	5	4	3	3	
		9615	Police Lieutenant	2	-	1	1	
	9617	Police Captain	1	-	1	1		
	9632	Crime Prevention Specialist	-	1	-	-		
Criminal Investigations Total			65	39	32	33		

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
	Northwest Patrol	1105	Administrative Support Specialist	1	1	1	1
		9611	Police Officer	72	79	75	81
		9612	Police Corporal	19	18	15	16
		9614	Police Sergeant	13	12	12	12
		9615	Police Lieutenant	6	7	6	6
		9617	Police Captain	2	2	1	2
		9701	Court Officer	1	1	1	1
	Northwest Patrol Total			114	120	111	119
	SABLE	9613	Police Command Pilot	2	2	2	1
		9641	Police Lead Pilot	-	-	-	1
	SABLE Total			2	2	2	2
	Southeast Patrol	1105	Administrative Support Specialist	1	1	1	1
		9611	Police Officer	43	56	51	51
		9612	Police Corporal	14	15	13	14
		9614	Police Sergeant	5	6	6	6
		9615	Police Lieutenant	2	2	2	2
		9617	Police Captain	1	1	1	1
		9707	Traffic Investigators	2	2	2	2
	Southeast Patrol Total			68	83	76	77
	Special Investigations	1105	Administrative Support Specialist	-	1	1	1
		9609	Police Criminal Intelligence Analyst	-	1	-	-
		9611	Police Officer	-	10	14	14
		9612	Police Corporal	-	8	8	10
		9614	Police Sergeant	-	3	4	4
		9615	Police Lieutenant	-	1	1	1
		9617	Police Captain	-	1	1	1
	Special Investigations Total			-	25	29	31
	Administrative Services Bureau	1103	Administrative Support Technician	3	2	2	2
		1105	Administrative Support Specialist	2	2	2	2
		1109	Police Administrative Supervisor	3	3	3	3
		1304	Computer Support Specialist	1	-	-	-
		1311	Technology Support Assistant	1	-	-	-
		1325	Business Systems Analyst	1	-	-	-
		2513	Fiscal Support Specialist	1	1	1	1
		3300	Housekeepers	3	3	3	3
		3304	Facilities Technician	1	1	1	1
		7101	Code Enforcement Officer	1	1	1	1
		9603	Crime Scene Technician	7	-	-	-
		9605	Forensic Chemist	2	-	-	-
		9611	Police Officer	1	1	-	-
		9612	Police Corporal	1	1	-	-
		9614	Police Sergeant	1	-	-	-
		9615	Police Lieutenant	1	1	1	1
		9617	Police Captain	1	1	1	1
		9631	Crime Scene Unit Supervisor	1	-	-	-
		9640	Manager Forensic Lab	1	-	-	-
		9703	Police Property Technician	2	2	2	4
		9704	Quarter Master	1	1	1	1
		9710	Police DCI Clerk	6	6	6	6
		9712	Police Records Clerk	5	6	6	6
	Administrative Services Bureau Total			47	32	30	32
	Lab/CSI	9603	Crime Scene Technician	-	8	8	8
		9605	Forensic Chemist	-	1	1	1
		9611	Police Officer	-	-	1	1
		9631	Crime Scene Unit Supervisor	-	1	1	1
		9640	Manager Forensic Lab	-	1	1	1
	Lab/CSI Total			-	11	12	12
Police Department Total				333	341	341	343
Fire Department	Community Risk Reduction	9314	Fire & Life Safety Educator	2	-	-	-
		9317	Fire Battalion Chief	1	1	-	-
		9326	Fire Captain Dayshift	-	1	-	-
		9330	Community Risk Reduction Coordinator	-	1	1	1
	Community Risk Reduction Total			3	3	1	1
	Fire Administration	1105	Administrative Support Specialist	1	1	1	1
		1502	Human Resource Technician	1	1	1	1
		9319	Fire Chief	1	1	1	1
	Fire Administration Total			3	3	3	3
	Fire Fleet Maintenance	1207	Service/Shop Supervisor	-	1	1	1
		1213	Emergency Vehicle Tech I	-	1	1	1
		1214	Emergency Vehicle Tech II	-	1	1	1
	Fire Fleet Maintenance Total			-	3	3	3

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
	Fire Support Services	1112	Data Analyst, Senior	-	-	1	1
		1207	Service/Shop Supervisor	1	-	-	-
		1213	Emergency Vehicle Tech I	1	-	-	-
		1214	Emergency Vehicle Tech II	1	-	-	-
		1305	Systems Analyst	1	1	1	1
		1306	GIS Analyst	1	1	-	-
		2513	Fiscal Support Specialist	1	1	1	1
		9310	Fire Master Firefighter	1	-	-	-
		9318	Assistant Fire Chief	1	1	1	1
		9326	Fire Captain Dayshift	-	1	1	1
	Fire Support Services Total			8	5	5	5
	Fire and Life Safety	1103	Administrative Support Technician	1	1	1	1
		9310	Fire Master Firefighter	2	-	-	-
		9314	Fire & Life Safety Educator	-	-	-	-
		9316	Fire Captain	3	-	-	-
		9317	Fire Battalion Chief	1	1	1	1
		9322	Fire Master Firefighter Day	-	3	3	3
		9326	Fire Captain Dayshift	-	2	2	2
	Fire and Life Safety Total			7	7	7	7
	Fire Training	1105	Administrative Support Specialist	1	1	1	1
		9310	Fire Master Firefighter	1	-	-	-
		9316	Fire Captain	2	-	-	-
		9317	Fire Battalion Chief	2	1	1	1
		9318	Assistant Fire Chief	-	-	-	1
		9320	Firefighter Dayshift	-	-	1	1
		9322	Fire Master Firefighter Day	-	2	1	2
		9326	Fire Captain Dayshift	-	1	2	1
	Fire Training Total			6	5	6	7
	Firefighting	9309	Deputy Fire Chief	-	-	1	1
		9310	Fire Master Firefighter	46	46	47	49
		9311	Firefighter	76	91	87	86
		9316	Fire Captain	48	47	46	47
		9317	Fire Battalion Chief	7	8	7	7
		9318	Assistant Fire Chief	1	3	3	2
		9320	Firefighter Dayshift	-	1	1	2
		9321	Firefighter Academy	15	-	-	-
		9322	Fire Master Firefighter Day	-	-	3	-
		9326	Fire Captain Dayshift	-	-	2	2
	Firefighting Total			193	196	197	196
Fire Department Total				220	222	222	222
Public Services Department	Public Services Administration	1520	Safety and Training Specialist	1	1	1	1
		1797	Sustainability Project Manager	1	1	1	1
		1802	Director of Public Services	1	1	1	1
		3911	Public Services Compliance Officer	1	1	1	1
		3925	Business & Employee Development Mgr	1	1	1	1
	Public Services Administration Total			5	5	5	5
	Buildings	1103	Administrative Support Technician	1	1	1	1
		3300	Housekeeper	1	1	1	1
		3302	Facilities Crew Leader	1	1	1	1
		3304	Facilities Technician	-	1	1	1
		3305	Facilities Specialist	4	4	4	4
		3307	Sr. Facilities Specialist	1	1	1	1
		3308	Buildings & Facilities Superintendent	1	1	1	1
	Buildings Total			9	10	10	10
	Streets	1103	Administrative Support Technician	1	1	1	1
		3203	Senior Construction Workers	9	9	9	9
		3205	Construction Crew Leader	4	4	4	4
		3208	Construction Supervisor	2	2	2	2
		3402	Equipment Operator	4	4	4	4
		3405	Heavy Equipment Operator	1	1	1	1
		3802	Quality Control Technician	2	2	2	2
		3808	Streets Construction Manager	1	1	1	1
		3809	Streets Manager	1	1	1	1
	Streets Total			25	25	25	25
Public Services Department Total				39	40	40	40
Engineering	Engineering	1105	Administrative Support Specialist	1	-	-	-
		1306	GIS Analyst	1	2	2	2
		1903	Property Acquisition Specialist	1	1	1	1
		2110	Contract Administrator	1	1	1	1
		3802	Quality Control Technician	2	2	2	2
		4100	Engineering Technician - Public Services	1	1	1	1
		4104	Sr. Engineering Tech	-	1	1	1
		4106	Engineering Technology Specialist	2	1	1	1

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
		4110	Sr. Project Engineer	1	1	1	1
		4113	Staff Engineer - Engineering	-	1	1	1
		4114	Plan Review Engineer	1	1	1	1
		4115	Engineer, Project	1	1	1	1
		4117	Division Engineer	1	1	1	1
		4119	City Engineer	1	1	1	1
		4301	Survey Project Manager	1	1	1	1
		4304	Survey Technician	2	2	2	2
		4306	Survey Chief	3	3	3	3
		4307	Construction Inspector	3	3	3	3
		4308	Construction Manager	1	1	1	1
		4309	City Surveyor	1	1	1	1
		4310	Construction Project Manager	4	3	3	3
		4311	Sr. Construction Project Manager	1	1	1	1
		Engineering Total		30	30	30	30
		Engineering Total		30	30	30	30
CD/HM Grant and Loan Fund	CD/HM Grant & Loan Fund - Finance						
	Accounting	2112	Accountant	1	1	1	1
		2114	Accountant, Senior	1	1	1	1
		CD/HM Grant & Loan Fund - Finance Accounting Total		2	2	2	2
	CD/HM Grant & Loan Fund - Community Development						
		7214	Community Development Specialist	1	1	1	1
		7218	Community Development Analyst Compliance	1	1	1	1
		7419	Community Development and Housing Planner	1	1	1	1
		CD/HM Grant & Loan Fund - Community Development Total		3	3	3	3
	CD/HM Grant & Loan Fund - Housing						
		7218	Community Development Analyst Compliance	1	1	1	1
		7222	Housing Rehabilitation Technician	1	1	1	1
		7225	Housing Rehabilitation Technician, Senior	1	1	1	1
		CD/HM Grant & Loan Fund - Housing Total		3	3	3	3
		CD/HM Grant and Loan Fund Total		8	8	8	8
Fleet	Fleet Maintenance & Replacement						
		1102	Administrative Support Assistant	-	1	1	1
		1108	Administrative Support Supervisor	1	1	1	1
		1200	Parks Clerk	1	-	-	-
		1203	Auto/Equipment Mechanic - Light	4	4	4	4
		1208	Auto/Equipment Mechanic - Heavy	5	5	5	5
		1209	Fleet Manager	1	1	1	1
		1212	Assistant Fleet Manager	1	1	1	1
		Fleet Maintenance & Replacement Total		13	13	13	13
		Fleet Total		13	13	13	13
Parking	Parking Facility - Street Parking						
		131	Parking Manager	1	1	1	1
		2513	Fiscal Support Specialist	1	1	1	1
		Parking Facility - Street Parking Total		2	2	2	2
		Parking Total		2	2	2	2
Solid Waste Management	Solid Waste Administration						
		1103	Administrative Support Technician	3	3	3	3
		8517	Solid Waste Manager	1	1	1	1
		8519	Superintendent of Solid Waste	1	1	1	1
		Solid Waste Administration Total		5	5	5	5
	Customer Refuse						
		8510	Solid Waste Worker	17	13	13	13
		8513	Solid Waste Operator	15	15	15	15
		8517	Solid Waste Manager	1	1	1	1
		Customer Refuse Total		33	29	29	29
	Recycling						
		8513	Solid Waste Operator	5	5	5	5
		Recycling Total		5	5	5	5
	Yard Waste						
		8510	Solid Waste Worker	9	5	5	5
		8513	Solid Waste Operator	12	12	12	12
		8517	Solid Waste Manager	1	1	1	1
		Yard Waste Total		22	18	18	18
	Downtown Collection						
		8510	Solid Waste Worker	2	2	2	-
		8511	Solid Waste Operator - Downtown	6	6	6	8
		8512	Solid Waste Crew Leader - Downtown	2	2	2	2
		8517	Solid Waste Manager	1	1	1	1
		Downtown Collection Total		11	11	11	11
	Bulky Waste Collection						
		8510	Solid Waste Worker	2	2	2	2
		8513	Solid Waste Operator	5	5	5	5
		Bulky Waste Collection Total		7	7	7	7
		Solid Waste Management Total		83	75	75	75
Golf Course Fund	Inland Greens Course/Park						
		6313	Turf Grass Worker	1	-	-	-
		6515	Recreation Supervisor	1	-	-	-
		Inland Greens Course/Park Total		2	-	-	-
	Municipal Golf Course						
		6313	Turf Grass Worker	3	3	4	4
		6314	Turf Grass Technician	2	2	1	1
		6316	Assistant Golf Course Superintendent	1	1	1	1
		6318	Golf Course Superintendent	1	1	1	1
		6319	Golf Course Manager	1	1	1	1

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
		6512	Recreation Assistant	1	1	1	1
		6514	Recreation Coordinator	1	1	1	1
		6515	Recreation Supervisor	-	1	-	-
	Municipal Golf Course Total			10	11	10	10
	Golf Course Fund Total			11	11	10	10
Stormwater Management	Storm Water Maintenance	1103	Administrative Support Technician	1	1	1	1
		1108	Administrative Support Supervisor	1	1	1	1
		3709	Drainage Manager	1	1	1	1
		3900	Storm Water Worker	16	16	16	16
		3901	Storm Water Operator	11	11	11	11
		3902	Senior Storm Water Worker	11	11	11	11
		3904	Storm Water Crew Leader	6	6	6	6
		3906	Storm Water Supervisor	4	4	4	4
	Storm Water Maintenance Total			51	51	51	51
	Storm Water Services	1103	Administrative Support Technician	1	1	1	1
		1306	GIS Analyst	2	2	2	2
		3890	Watershed Coordinator	1	1	1	1
		3899	Storm Water Program Education Manager	1	1	1	1
		3905	Storm Water Specialist	1	1	1	1
		3909	Storm Water Services Manager	1	1	1	1
		3910	Storm Water GIS Manager	1	1	1	1
		4115	Project Engineer	1	1	1	1
	Storm Water Services Total			9	9	9	9
	Stormwater Management Total			60	60	60	60
Wilmington Metropolitan Planning Organization	WMPO	1306	GIS Analyst	-	-	-	1
		2112	Accountant	1	1	1	1
		4101	Traffic Counter	1	1	1	1
		4110	Project Engineer, Senior	1	1	1	1
		4310	Construction Project Manager	1	1	1	1
		7416	Planner, Senior	1	1	1	1
		7424	Transportation Planning Manager	1	1	1	1
		7440	Associate Transportation Planner	4	4	4	4
	WMPO Total			10	10	10	11
	Wilmington Metropolitan Planning Organization Total			10	10	10	11
				1,011	1,028	1,025	1,033

Part-Time

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
City Manager	City Manager Administration	TBD	Bond Communications Coordinator	0.50	0.50	0.50	-
	City Manager Administration Total			0.50	0.50	0.50	-
	City Manager Total			0.50	0.50	0.50	-
Human Resources	Human Resources	1103	Administrative Support Technician	0.48	0.48	-	-
		1501	Hr Data Integrity/Process Specialist	0.48	0.48	0.48	0.48
	Human Resources Total			0.96	0.96	0.48	0.48
	Human Resources Total			0.96	0.96	0.48	0.48
Finance	Finance Administration and Accounting	1102	Admin Support Assistant	0.48	0.48	-	-
	Finance Administration and Accounting Total			0.48	0.48	-	-
	Finance Total			0.48	0.48	-	-
Community Services	Inland Greens Course/Park	6512	Recreation Assistant	-	-	-	0.48
		6513	Recreation Specialist	0.48	0.48	0.48	0.96
	Inland Greens Course/Park Total			0.48	0.48	0.48	1.44
	Parks and Recreation	6512	Recreation Assistant	0.96	0.96	1.44	1.20
		6514	Recreation Coordinator	0.96	0.96	0.48	0.48
		6212	Official/Umpire	0.25	0.25	0.25	-
		6211	Scorekeeper	0.50	0.50	0.50	-
		6512	Recreation Assistant	1.44	1.44	1.44	1.44
		6513	Recreation Specialist	0.73	0.73	0.73	0.73
		6512	Recreation Assistant	0.73	0.73	0.73	0.71
		6513	Recreation Specialist	0.98	0.98	0.98	0.98
		9213	Fitness/Activity Instructor	0.75	0.75	0.50	-
		6207	Food Service Attendant	0.36	2.36	2.36	1.48
		6513	Recreation Specialist	0.48	0.88	0.88	0.96
		8110	Grounds Technician	1.92	1.92	1.92	1.72
		6512	Recreation Assistant	0.96	1.36	1.36	1.44
		6513	Recreation Specialist	-	-	-	0.48
		6514	Recreation Coordinator	2.24	2.24	2.24	2.24

Dept	Division	Position Number	Position Title	FY16 Actuals	FY17 Adopted	FY17 Adjusted	FY18 Adopted
		9213	Fitness/Activity Instructor	0.50	0.50	0.75	-
		3304	Facilities Technician	-	-	-	0.48
		8110	Grounds Technician	-	0.40	0.40	0.48
	Parks and Recreation Total			13.76	16.96	16.96	14.82
Community Services Total				14.24	17.44	17.44	16.26
Police Department	Office of the Chief	9711	Police Background Investigator	0.25	2.00	2.00	2.00
	Office of the Chief Total			0.25	2.00	2.00	2.00
	Northwest Patrol	9713	Gang Prevention Specialist	0.48	0.48	0.48	0.48
	Northwest Patrol Total			0.48	0.48	0.48	0.48
	Southeast Patrol	9610	Police Pilot	0.98	0.98	0.98	0.98
	Southeast Patrol Total			0.98	0.98	0.98	0.98
	Administrative Services Bureau	1105	Administrative Support Specialist	0.25	0.25	0.25	0.25
		7101	Code Enforcement Officer	0.96	0.96	0.96	0.96
		9601	Police Cadet	5.72	5.72	5.72	5.72
		9607	Forensic Chemist (P/T)	0.40	-	-	-
		9711	Police Background Investigator	1.75	-	-	-
	Administrative Services Bureau Total			9.08	6.93	6.93	6.93
	Lab/CSI	9605	Forensic Chemist - Grant Funded	1.00	1.00	1.00	1.00
		9607	Forensic Chemist (P/T)	-	0.40	0.40	0.40
		9635	Forensic Lab Technician Grant Funded	1.00	1.00	1.00	1.00
	Lab/CSI Total			2.00	2.40	2.40	2.40
Police Department Total				12.79	12.79	12.79	12.79
Fire Department	Fire and Life Safety	1102	Admin Support Assistant	0.49	0.49	0.49	0.49
	Fire and Life Safety Total			0.49	0.49	0.49	0.49
	Firefighting	1105	Admin Support Specialist	0.96	0.96	0.96	0.96
	Firefighting Total			0.96	0.96	0.96	0.96
Fire Department Total				1.45	1.45	1.45	1.45
CD/HM Grant and Loan Fund	CD/HM Grant & Loan Fund - Finance Account	2512	Fiscal Support Technician	0.60	0.48	0.96	0.96
	CD/HM Grant & Loan Fund - Finance Accounting Total			0.60	0.48	0.96	0.96
	CD/HM Grant & Loan Fund - Community Dev	7212	Housing Financial Counselor	0.10	0.10	0.10	-
	CD/HM Grant & Loan Fund - Community Development Total			0.10	0.10	0.10	-
	CD/HM Grant & Loan Fund - Housing	7222	Housing Rehab Tech	0.48	-	-	-
	CD/HM Grant & Loan Fund - Housing Total			0.48	-	-	-
CD/HM Grant and Loan Fund Total				1.18	0.58	1.06	0.96
Golf Course Fund	Municipal Golf Course	6205	Starter/Marshall	1.92	1.92	1.92	1.92
		6512	Recreation Assistant	1.00	1.00	1.00	1.00
	Municipal Golf Course Total			2.92	2.92	2.92	2.92
Golf Course Fund Total				2.92	2.92	2.92	2.92
				34.52	37.12	36.64	34.86
				1,045.52	1,065.12	1,061.64	1,067.86

GLOSSARY

Accrual Basis – a method of accounting wherein revenues are recognized when they are earned and expenses are recognized when they are incurred.

ADA – Americans with Disabilities Act.

Ad Valorem Tax – a tax levied on the assessed value of real property. Property taxes are Ad Valorem taxes.

Allotment – is a portion of the budget allotted for a given purpose.

Appropriation – a specific amount of money authorized by the City Council for the purchase of goods and services. The City Council makes separate appropriations for each expenditure activity.

Assessed Property Value – the value set upon real estate or other property by the County as a basis for levying taxes in the City.

Authorized Positions – the number of regular employees in the City government. The City Council sets the number of Authorized Positions in adopting the budget.

Balanced Budget – a budget in which planned revenues are equal to planned expenditures. All budgets are required by the State of North Carolina to be balanced.

Benefits – payments by the City to provide benefits to employees. Examples include Social Security, retirement, medical insurance, and life insurance.

Bond Rating – the level of credit risk as evaluated by a bond company associated with the City's bond issue. A bond rating ranges from AAA, the highest possible, to D, or default. The higher the City's bond rating, the lower the interest rate to the City on projects financed with bonds.

Bonds – a certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specific future date. In the budget document, these payments are identified as 'debt service.' Bonds are used to obtain long-term financing for some capital improvements.

Budget – an annual proposed plan for receiving and spending money for a fiscal year.

Budget Ordinance – the ordinance that levies taxes and appropriates revenues for specified purposes during a fiscal year.

CADD – Computer Aided Drafting Design system.

Capital Balances – funds available from the completion of a capital project which are transferred to another capital project.

Capital Outlay – equipment or improvements with an expected life of more than one year and a value of more than \$1,000.

CIP – Capital Improvement Program.

Contingency – an appropriation of funds to cover unforeseen events that occur during the fiscal year.

COPs – Certificates of Participation. A municipal obligation secured by relatively short-term leases on public facilities. Voter approval is not required.

Core Values – the City’s principles of quality.

Debt Service – the sum of money required to pay installments of principal and interest on borrowed funds such as bonds.

Department – the principal organizational units of the City government. Each City employee is assigned to a department.

Division – a sub-unit of a department. Larger departments are composed of several divisions having a specific function within the department.

Effectiveness – indicator of service quality of (outcome) progress toward objectives. Tells “how well” the degree to which customers are satisfied with a service or how accurately or timely a service is provided.

Efficiency – cost per unit of output or level of service provided per employee or work period. Reflects the relationship between work performed and the resources required performing it.

Encumbrance – an amount of money committed for the payment of goods or services for which payment has not yet been made.

Enterprise Fund – a fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City Council is to fund the cost of enterprise services fully or predominantly through user fees. There are seven enterprise funds: Public Utilities Fund, Golf Course Fund, Parking Facilities Fund, Solid Waste Management Fund, Stormwater Management Fund, Facility Fee Fund, and Groundwater Utility Fund.

Fiscal Year – a 12 month period to which the annual budgets apply. In North Carolina, fiscal years for local governments are required by State Statute to begin July 1 and end June 30.

Focus Areas – chosen by City Council that drive the strategic direction and resources of the city.

Fund – a set of accounts to record revenues and expenditures associated with a specific purpose in accordance with regulations, restrictions, or limitations, and constituting an independent fiscal and accounting entity.

Fund Balance – the accumulated excess of revenues and other financing sources over expenditures and other financing uses for governmental functions.

General Obligation Bonds – bonds which are backed by the full faith and credit of the issuing government.

GFOA – Government Finance Officers Association.

GIS – Geographic Information System.

Goals – broad guiding principles of intention and desired results as put forth in the Mission.

Governmental Funds – funds used to account for those functions reported as governmental activities.

Grant – a payment from one level of government to another. Federal and State aid to local governments is often in this form. Grants are usually made for specific purposes.

GTV-8 – the City of Wilmington’s government television channel (cable channel 8).

Interfund Transfer – as authorized by City Council, the transfer of budgeted funds between accounting funds.

Intergovernmental Revenues – revenues the City receives from federal, state, and county governments in the form of grants, reimbursements, payments in lieu, shared revenues, and/or entitlements.

Internal Service Fund – an accounting fund used to finance goods or services provided by one governmental department or agency to another on a cost reimbursement basis.

Levy – The imposition or collection of an assessment – as in property tax.

ISO – Insurance Service Office, Inc. This organization evaluates and rates a community’s ability to respond and suppress fires. This rating provides the insurance industry with the level of risk associated in a given community. The ratings range from 1 to 10, with 1 being the best public protection.

Local Government Commission (LGC) – The Local Government Commission (LGC) is a non-profit, nonpartisan, membership organization that provides inspiration, technical assistance, and networking to local elected officials and other dedicated community leaders.

Lease Purchase Agreements – contracted agreements which are termed leases, but which apply the lease amount to the purchase.

Lis Pendens – a pending suit or lien placed through the courts on real property.

Mission – broad statement identifying who, for what purpose, for whom, and why.

Modified Accrual Basis – a method of accounting wherein revenues are recorded when the amount becomes measurable, and expenditures are recorded when the liability is actually incurred.

Nondepartmental Accounts – items of expenditure essential to the operation of the City which either do not fall within the function of any department or which provide for expenditures related to more than one department.

NPDES – National Pollutant Discharge Elimination System.

Objectives – specific statements of measurable targets that are to be achieved in order to meet a Goal.

Operating Expenses – costs, other than expenditures for salaries and benefits and capital outlay, which are necessary to support the services of the organization. Examples are: printing charges, departmental supplies, electricity, and construction materials.

Ordinance – a law set forth by a governmental authority; *specifically*: a municipal regulation.

Outside Agency – not-for-profit agencies providing human, ecological, and economic development services. the City funds many outside agencies that benefit the citizens of Wilmington and provide services consistent with the City’s objectives.

Performance Measures – quantifiable means to evaluate workload, efficiency, and effectiveness performance levels, directly related to a department’s goals and objectives.

Personnel – expenditures made for salaries and wages for regular and temporary employees of the City.

Property Tax – a tax levied on the assessed value of real property. This tax is also known as Ad Valorem Tax.

Proprietary Funds – are a classification of funds that include Enterprise Funds and Internal Service Funds.

Rolling Stock – term used to refer to the City’s fleet of wheeled vehicles.

Section – a sub-unit of a division having a specific function within the division.

Sundry – miscellaneous appropriations for the general operation of a fund but not directly associated with a specific department’s operating expenditures. Sundry appropriations can include non-departmental accounts, outside agencies, debt service, transfers to other funds, and contingency.

Surplus – an excess of revenues over expenditures.

Tax Base – the total assessed value of real, personal and state appraised property within the City.

Tax Year – the calendar year in which tax bills are sent to property owners. The 2005 tax bills are reflected as revenue receipts to the City in the fiscal year 2005-06.

Transportation Advisory Committee (TAC) – the governing body for the Wilmington Urban Area Metropolitan Planning Organization.

Unified Development Ordinance (UDO) – combines the City and County zoning and subdivision ordinances into one document.

Wilmington Urban Area Metropolitan Planning Organization (MPO) – a group of governmental entities and private enterprise formed to steer long range planning in New Hanover County.

Workload – input/output. How much or how many products or services were handled or produced.