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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 the fiscal year 2022.

City staff embrace 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.

Core Values

Respect
Professionalism
Integrity
Service
Safety

Mission



Strategic Plan

- Create a Safe Place
- Support Efficient Transportation Systems
- Foster a Prosperous, Thriving Economy
- Promote Culture, Arts and Public Spaces
- Engage in Civic Partnership
- Provide Sustainability and Adaptability

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 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 51.49 square miles, extends 10 miles north to South and a little over 9 miles East to West at its widest points.¹ 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 (NHRMC) is the primary referral hospital in the region, with specialty centers in cardiac, pediatric, cancer, obstetrics, trauma, vascular surgery, intensive care, rehabilitation, and psychiatry. Novant Health and New Hanover Regional Medical Center are celebrating the beginning of a newly forged partnership. "The two North Carolina not-for-profit health systems have come together after more than a year of public evaluation of how NHRMC could best meet the needs of the growing region. The sale of NHRMC from New Hanover County to Novant Health opens new opportunities for collaboration and growth as well as additional medical education and clinical capabilities through an expansion of NHRMC's relationship with UNC Health and UNC School of Medicine."²

¹ City of Wilmington Development Services Department, GIS staff

² <https://nhrmcfuture.org/>

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 of Wilmington is strategically located on the East Coast of the United States within 700 miles of more than 70% of the U.S. industrial base. Recent and ongoing improvements to regional and national highway networks make surface transportation supporting the Port of Wilmington superior to neighboring ports. And CSX Transportation provides intermodal rail service with best-in-class transit times, as well as daily service for boxcar, tanker and general cargo services.

The Port of Wilmington is one of the few Southern ports with readily available berths and storage areas for containers and cargo. Specifically, it offers terminal facilities serving container, bulk, breakbulk, and ro-ro (roll-on/roll-off capable, ideal for cars, trucks, railroad cars, etc.) operations. It offers a deep 42-foot navigational channel, nine berths with 6,768 feet of wharf frontage, almost one million sq. ft. of prime covered and sprinklered storage, four post-Panamax container cranes and three neo-Panamax container cranes.³

The Port was ranked the 22nd largest port in the US in 2019 and is predicted to continue to move up in ranking.⁴ However, volumes tumbled in 2020 due to the pandemic, down between 10 and 25 percent year over year across the Southeast. Volume is recovering, by October 2020 the eight busiest container ports in the region rose a combined 8.6 percent compared to 2019.⁵

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 city is the lead agency for a rail realignment project. The Rail Realignment Project will replace and improve the existing freight rail route between Navassa (Davis) Yard and the Port of Wilmington by creating a new, shorter route that no longer runs through some of Wilmington's busiest streets and most densely populated areas. Once a new freight route is in operation, the city would work to repurpose the existing route for public use. The project will improve freight rail operations, public mobility, public safety, economic development, and quality of life in the region. The project is a proactive, forward-looking effort.

3 North Carolina Ports, <https://ncports.com/port-facilities/port-of-wilmington/>

4 Logistics Management, https://www.logisticsmgmt.com/article/top_30_u.s._ports_trade_tensions_determine_where_cargo_goes_next

5 The Journal of Commerce, https://www.joc.com/port-news/us-ports/outlook-2021-us-southeast-ports-prioritizing-projects-handle-more-mega-vessels_20210126.html

There are two main factors driving the need for the project – regional population growth and regional growth of freight by rail.⁶

Airport

Wilmington International Airport (ILM) is a key economic engine for the area and a significant regional asset for the community. Wilmington International Airport ranks fourth in the state of North Carolina for most enplanements (passengers boarding an airplane) behind Charlotte-Douglas International Airport (CLT), Raleigh-Durham International Airport (RDU), and Piedmont Triad International Airport (GSO).⁷ With additional population in the region, new routes and airlines have been added. ILM's Terminal Expansion Projects, a 4+ year expansion comprised of three construction phases, began in 2018. The NC General Assembly appropriated \$11.8 M to jumpstart the project and get design underway. Once complete, the ILM terminal will grow by 75%, expanding to 162,800 SF. The expansion will provide more room for more travelers and amenities.⁸

Pent up travel demand propels air travel and a strong rebound in passenger numbers at the Wilmington International Airport. Based on June airport trends, passenger numbers are back to pre-Covid levels. According to the airport's May passenger statistics, total passengers flying to/from ILM significantly increased and were at 79% of 2019 levels. ILM's recovery is well above the national average, according to June 2021 trends, ILM's passenger counts are hovering around 95-99% of 2019 levels. American, Delta and United have reinstated routes. Additionally, American Airlines started a new seasonal nonstop service to Boston.⁹

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 connection through their centrally located Forden Station. A new Multi Modal Transportation Center was dedicated in downtown Wilmington. The new facility was named in honor of longtime public transit advocate Laura Padgett. The upgraded facility replaces the Authority's on street operation located at 2nd and Princess Street. The two-decade long project was a collaborative effort between the City of Wilmington, the Wilmington Metropolitan Planning Organization (WMPO) and the Cape Fear Transportation Authority.¹⁰

6 <https://www.wilmingtonnc.gov/departments/major-projects/rail-realignment>

7 Official USA, <https://www.officialusa.com/travel/airlines/northcarolina-airports.html>

8 Wilmington International Airport, <https://flyilm.com/terminal-expansion/>

9 <https://flyilm.com/wilmington-international-airport-passenger-numbers-rebound-to-pre-covid-levels/>

10 North Carolina Public Transportation Association, <https://www.nctransit.org/wilmington-multi-modal-transportation-center-dedicated/>

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.¹¹

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 14,650 undergraduate and 3,265 graduate students in 2020. 14% of UNCW students stem from Southeastern North Carolina. A total of 86% of the student population is from North Carolina. The university attracts students from 11 countries and offers 56 Bachelor's degrees, 36 Masters and 4 Doctoral programs. The annual budget is \$381.5 million, with 35% being appropriated from the state.¹²

Cape Fear Community College (CFCC), another identified economic driver, reaches 22,005 students including 8,207 full time students enrolled in 2018-2019 school with their wide array of programs and courses.¹³ 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. CFCC also offers continuing education programs and free programs centered on basic skills. Additionally, the college offers economic and workforce development programs, this division provides short-term training that advances students' business goals and improves the community via offerings such as the Nail Salon Tech program, the Law Enforcement Program, and Electrical Linework courses.

¹¹ Wilmington Urban Metropolitan Planning Organization (WMPO), <https://www.wmpo.org/about/>

¹² University of North Carolina Wilmington, Fact Sheet, <https://www.uncw.edu/aboutuncw/facts.html>

¹³ Cape Fear Community College, Quick Facts, <https://cfcc.edu/about/institutional-effectiveness-and-planning/quick-facts/>

Culture

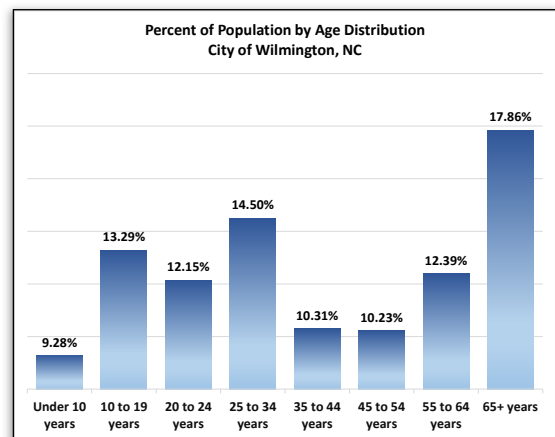
The most popular attractions in the region, as listed by the Greater Wilmington Business Journal 2021 Book on Business, tells a story of the community’s values around the natural environment, history and the arts. Topping the list of most populous attractions are the Fort Fisher State Historic Site, Fort Fisher State Recreation Area, Carolina Beach State Park, the NC Aquarium at Fort Fisher, the Battleship North Carolina, Airlie Gardens, The Wilson Center and Thalian Hall Center for the Performing Arts. Beyond individual venues, a council has formed to promote arts and artists in the region in a comprehensive manner. The Arts Council of Wilmington’s mission is to support artists and arts organizations through innovative public/private partnerships that support jobs, stimulate commerce, and showcase the region as an arts destination.¹⁴

City Services

The city provides a full range of services required by state 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 stormwater management services. In addition, the Cape Fear Public Transportation Authority (Wave Transit), a component unit, provides bus transit services within the City.¹⁵

Age Distribution

The median age of Wilmington, NC citizens is 36 according to Census Reporter.¹⁶

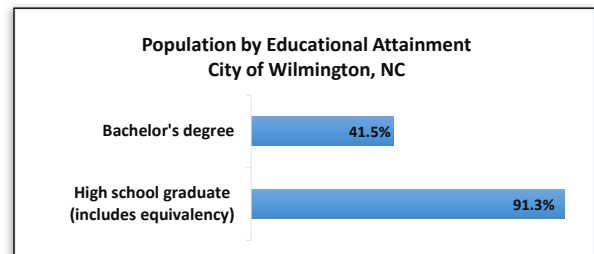


Income

Median household income (in 2019 dollars), 2015-2019 is \$47,580. The per capita income in the past 12 months (in 2019 dollars), 2015-2019 is \$31,843.¹⁷

Educational Attainment

Educational data for people over 25 years of age, shows 91.3% of Wilmington citizens are high school graduates and 41.5% earned a bachelor’s degree.¹⁸



14 Arts Council of Wilmington, www.artscouncilofwilmington.org

15 <https://www.wavetransit.com/>

16 Age distribution representation, City of Wilmington, NC (US Census, 2019 ACS Demographic and Housing Estimates)

17 US Census Bureau, 2019, Quick Facts, City of Wilmington, <https://www.census.gov/quickfacts/wilmingtoncitynorthcarolina>

18 US Census, Quick Facts, City of Wilmington, <https://www.census.gov/quickfacts/wilmingtoncitynorthcarolina>

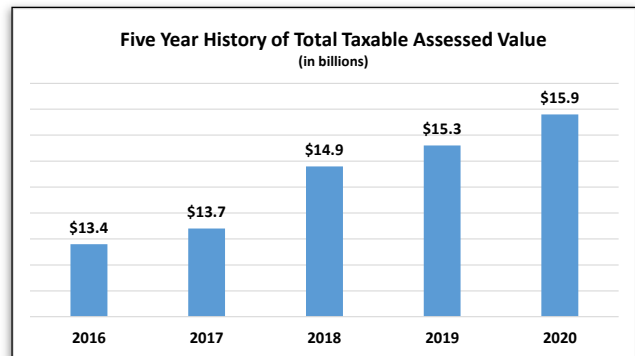
Economic Development Initiatives

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 FY21 budget, \$514,290 is programmed to facilitate this process. Also, a \$150,000 economic development contingency fund was budgeted for this fiscal year. Incentive payments per contractual agreements have been budgeted for at a total of \$201,000 in FY21. The city is also responsible for oversight and administration of federal funding for affordable housing, community development block grants and housing development activities.

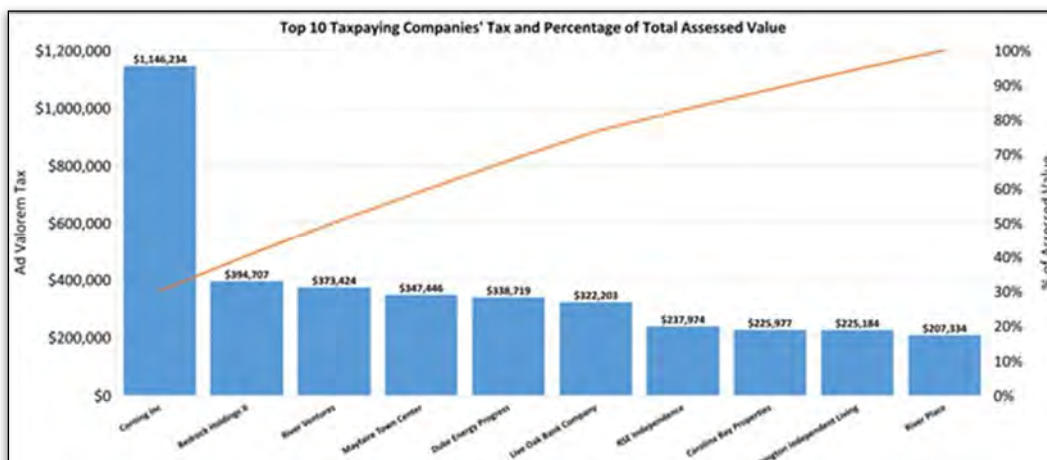
Assessed Value of Taxable Property

The Assessed Value trend shows that the City has seen positive growth in taxable assessed values.

According to the City of Wilmington 2020 ACFR, 'no single taxpayer comprises more than 1.68% 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'.¹⁹



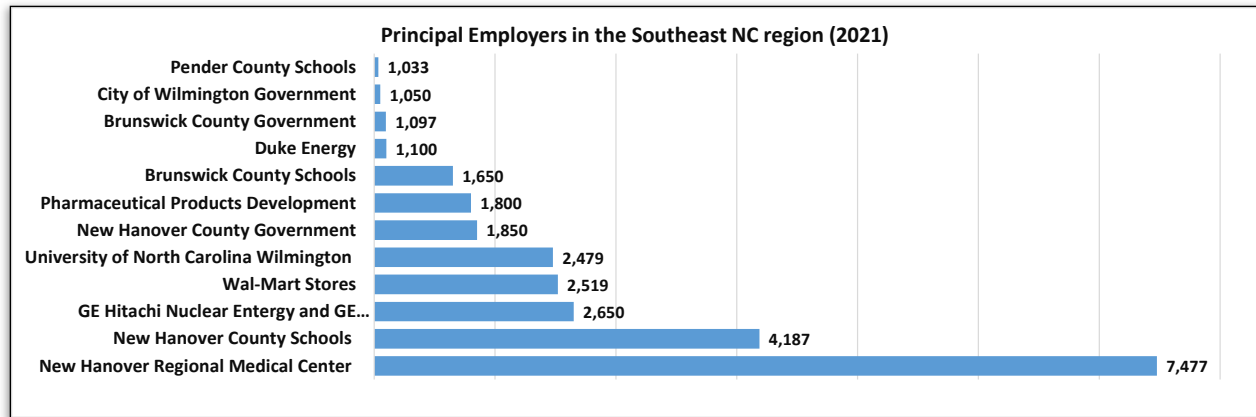
The top 10 companies in Wilmington have an assessed value range between \$39M to \$262M.²⁰ Corning Inc. has the highest Ad Valorem tax at \$1.146M, Bedrock Holdings II is the next closest with a tax value of \$394K.



¹⁹ ACFR, City of Wilmington (2020), page xiv

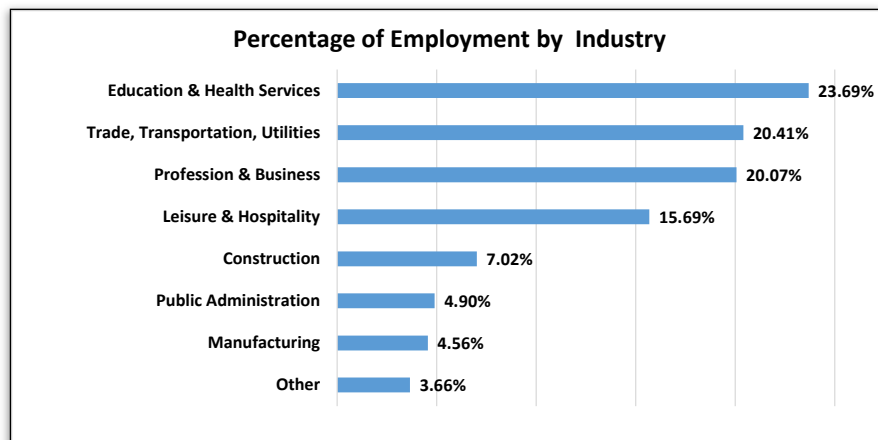
²⁰ Top Ten Taxpayers in Wilmington per NHC Tax Dept., 2020

The top ten employers by employee counts vary by industry sector. The largest employer is in the healthcare industry, but the education field has strong representation. The biotechnical, aviation, nuclear, communications and government are represented as well.²¹



According to the Greater Wilmington Business Journal 2021 Book on Business, health care and educational services employ the highest percentage of Wilmington citizens.

Groups actively working on local and regional economic development issues and listed in the Wilmington Business Journal 2021 Book on Business include Wilmington Business Development, Wilmington Downtown Inc., Brunswick County Business & Industry Development, North Carolina's Southeast and the



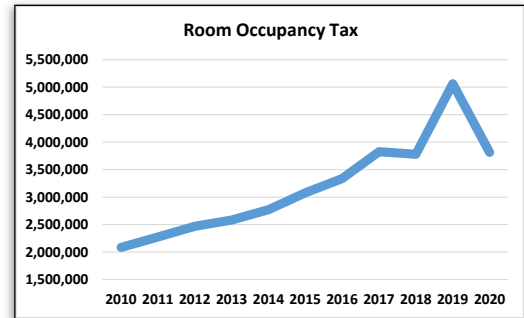
Wilmington Chamber of Commerce. These groups work individually and collectively to enhance the region's economy. Wilmington serves as the center piece of these efforts.²² The economic drivers of the region include the Port of Wilmington, the University of North Carolina Wilmington, Cape Fear Community College, the Wilmington International Airport and New Hanover Regional Medical Center. These drivers contribute to the economy in several 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.

²¹ Principal Employers in the Southeast NC region per Book on Business, pg. 100, 2021

²² 2021 Book on Business, Greater Wilmington Business Journal, page 112-114

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 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.²³ However tourism has taken a hard hit from COVID-19. The New Hanover County Tourism Development Authority estimates \$5 million was lost in fiscal year 2020. Room occupancy tax revenue declined \$1.2 million due to the impact of COVID-19.²⁴



Room occupancy tax revenue declined \$1.2 million due to the impact of COVID-19.²⁴

Notable Initiatives

River Place (previously Water Street parking deck)

Construction is rapidly progressing on the multi-story mixed use development that includes parking, residential and retail space. The project is nearing completion with final touches currently in progress. The project maintains access to Bijou Park and re-connects Chestnut Street to Water Street, while providing public space at the at the foot of Chestnut Street. The project includes a multi-story mixed use development including 403 parking spaces, approximately 171 residential units for sale and/or lease and 25,633 square feet of commercial space including retail shops and restaurant and bar space, primarily on the ground floor.²⁵



Riverfront Park (formerly North Waterfront Park)

Riverfront Park is open! The city purchased a 6.6-acre tract of land for North Waterfront Park in 2013. The park, located along the Cape Fear River near the Isabel Holmes Bridge, includes a large concert venue, festival space, playground, and interactive water feature, as well green space, plazas, gardens, and natural areas.

The concert venue will be managed by Live Nation. Concerts are scheduled started July 2021.

²³ Wilmington Convention and Visitor’s Bureau, www.wilmingtonandbeaches.com

²⁴ ACFR, City of Wilmington (2020) page 11

²⁵ City of Wilmington, River Place, <https://www.wilmingtonnc.gov/departments/major-construction-projects/river-place>

The park is partially funded by the 2016 Parks Bond. The completion of this signature urban park fulfills a long-standing goal to provide a sizable open space for residents and visitors to downtown Wilmington to enjoy.²⁶

Additional Demographic Information

Citizen Demographics:

Population, Wilmington (Estimate, 2019)	123,728
Median Household Income, (2018 dollars) for 2014-2018	\$45,450
Per capita income in past 12 months, (2018 dollars) for 2014-2018	\$30,923
Persons per household 2015-2019	2.2
Median Value of Owner-occupied homes, 2015-2019	\$246,400
Median Age, New Hanover County	36
Gender Composition (Female)	53.6%
Racial Composition, White alone (2019)	71.7%
Racial Composition, Black or African-American alone (2019)	18.4%
Racial Composition, American Indian or Alaska Native alone (2019)	0.3%
Racial Composition, Asian alone (2019)	1.3%
Racial Composition, Two or more races (2019)	2.3%
Racial Composition, Hispanic or Latino (2019)	6.3%

Geography:

Population per square mile, 2019	2,067.8
Land area in square miles	51.49

Area Educational Information:

University of North Carolina Wilmington	• Undergraduate student enrollment, 2020	14,650
	• Graduate student enrollment, 2020	3,265
New Hanover County Schools	• Student enrollment (2019-2020 school year)	26,913
	• Number of total schools	44
	• Pre-K schools	3
	• Elementary schools	25
	• Middle schools	8
	• High schools	8
	• Graduation rate (2020)	85%
Cape Fear Community College	• Student enrollment (total unduplicated CFCC students, (2018-2019)	22,005
	• Full-time student enrollment (2018-2019)	8,207

²⁶ <https://www.wilmingtonnc.gov/Home/Components/Calendar/Event/8267/130>

Police Protection:

Number of Sworn Officers	271
Number of Calls for Service (FY19)	163,504
Number of Stations (1 HQ and 1 substation)	2

Fire Protection:

ISO rating	2
Number of fire responses (FY19)	9,232
Number of stations	9

Solid Waste Collection:

Number of customers serviced by city crews	28,861
Refuse tons collected	26,174
Bulky trash tons collected	2,925
Yard waste tons collected	9,103
Recycling tons collected	6,745

Street System:

Miles of soil, stone or gravel surface street	7.5
Miles of hard surface street	390.62
Miles of Local Municipal Streets with an average width of less than sixteen (16) feet	13.85

Municipal Golf Course:

Number of holes (par 71)	18
Total distance	6,784
Number of rounds (18-holes) played annually	39,645
Number of rounds (9-holes) played annually	17,069

Parks and Recreation:

City-owned parks (sites)	56
City-owned public parks (acreage)	424
City-owned Athletic complexes	17
City-owned Athletic complex (acreage)	390
City-owned Trails (Multi-Use Paths) linear miles	32

Street lighting:

Streetlights leased from Duke Energy Progress	8,109
City-owned streetlights	767
Streetlight reimbursements to HOAs	463

Facilities:

Facility lighting, leased from Duke Energy Progress	537
Facility lighting, city-owned	456
City-maintained facilities sq ft	1,381,279
City-owned trails (Multi-Use Paths) linear miles	32

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 through FY23. 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 Facilities, Parking and Stormwater. Funds for these improvements come from transfers from the City’s 80/20 Capital Debt Plan, the Parking Fund, Stormwater 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.

- **Total Cost:** Indicates change to the department’s budget (+/-) with the specific package identified.
- **Priority:** Various options are available but not limited to the below.
 - *Strategic plan:* funding related to the strategic plan with a specific identifier of the following:
 - *City Resiliency*
 - *Affordable Housing*
 - *Compensation*
 - *Maintaining Infrastructure*
 - *Continuation of Core 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.
 - *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 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.

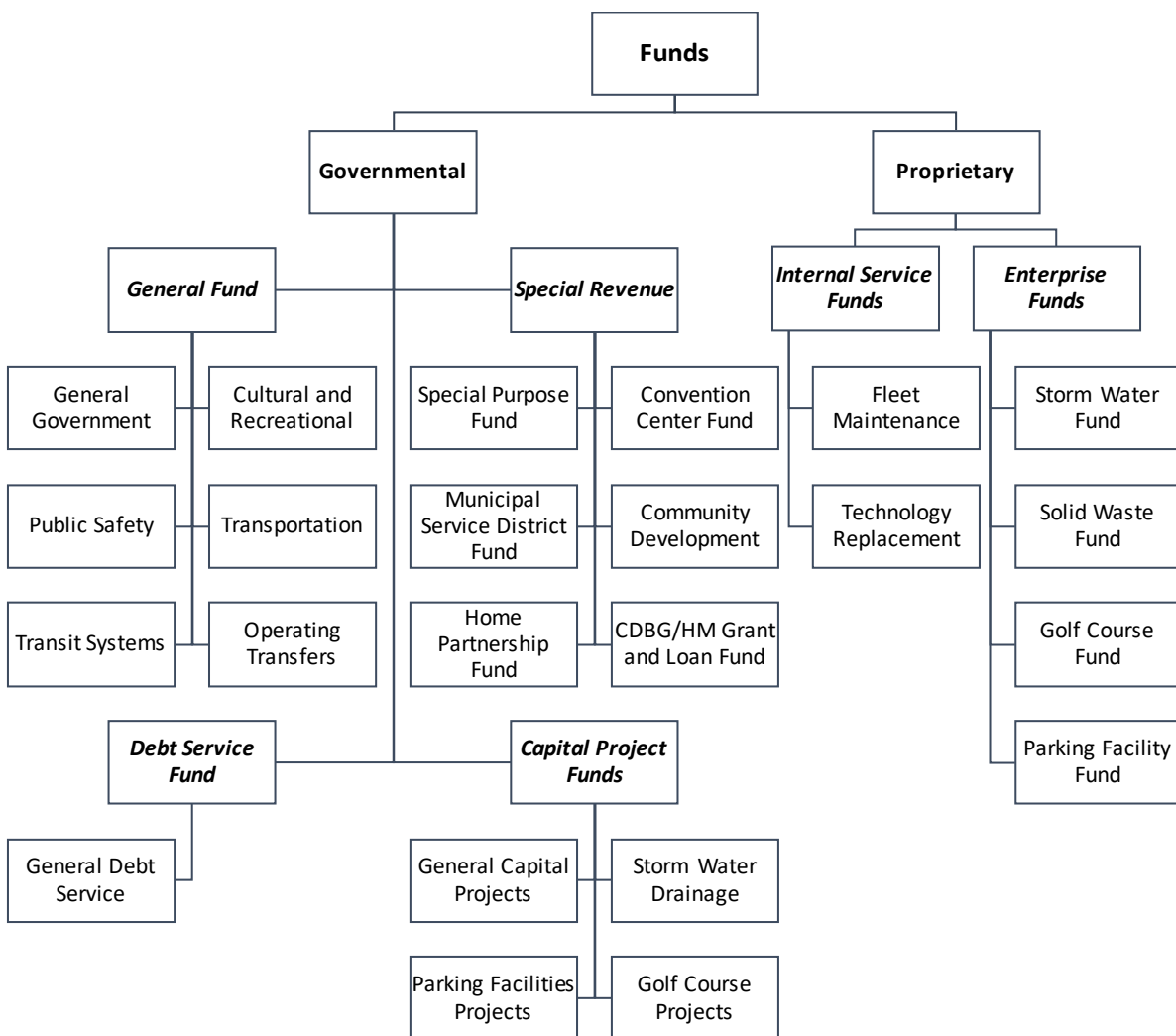


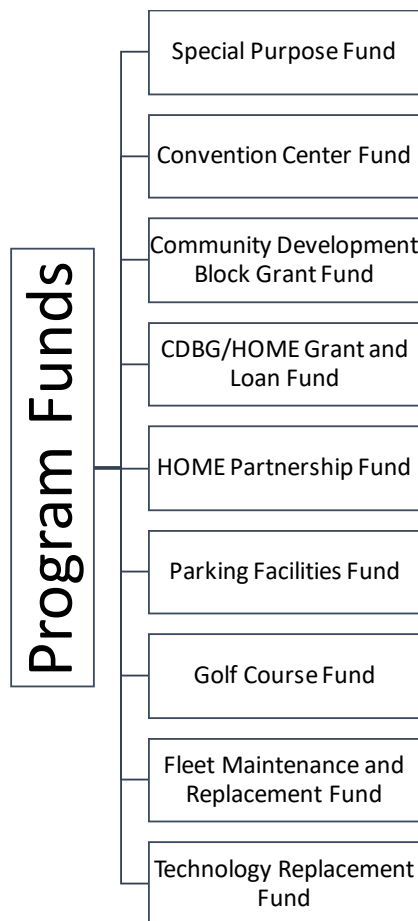
Figure 2: These funds provide for all the basic operations of the City.

Funds Subject to Appropriation by Category

The *General Fund (100)* 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 (500)* 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 *Recycling and Trash Services Fund (560)* includes revenues and expenditures for the collection and disposal of garbage, yard waste, recyclable materials, and other refuse. Customer fees are the primary revenue source for this fund.

The *Special Purpose Fund (210)* is supported primarily by grant funds and donations to the City for special purposes.

The *Convention Center Operating Fund (220)*, 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 (223)* 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 (224)* 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 (225)* is supported primarily by federal grant funds allocated to the city for housing-related activities in low- and moderate-income neighborhoods.

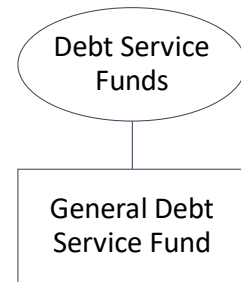
The *Parking Facilities Fund (550)* provides for the general operational and maintenance costs for the Second Street, RiverPlace and Market Street parking decks, the Second Street and Hannah Block parking lots, and on-street parking. The fund is supported by parking deck and meter user fees as well as interest earnings.

The *Golf Course Fund (570)* 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 (610)* 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.

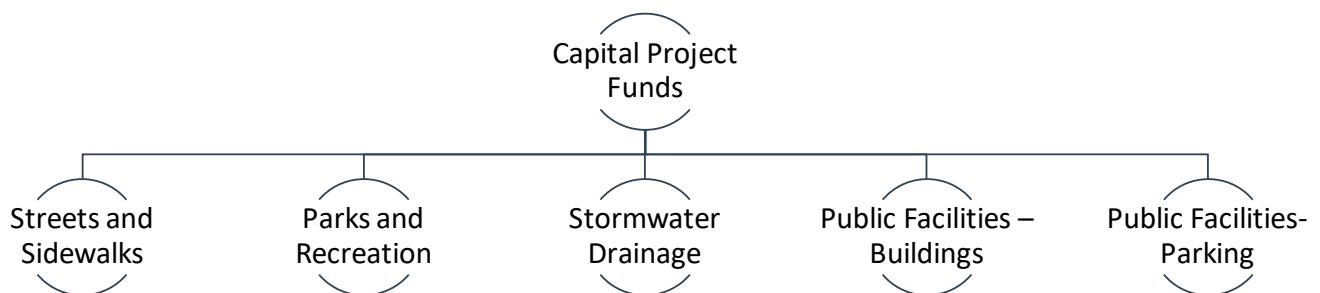
The *Technology Replacement Fund (650)* is an internal service fund that provides for the replacement of technology to reduce the technology gap and off-site hosting of certain applications. Revenues for this fund consist of internal charges to city departments according to the type of device and a subsidy from the General Fund.

The *Debt Service Fund (150)* was established to set aside resources to meet current and future debt service requirements on general long-term debt. The fund receives a dedicated \$0.0713 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, the 2nd 80/20 CIP, and the voter approved Transportation and Parks Bonds.



The *Special Tax District (215)* is the municipal service district in the Wilmington's central business district established for services beyond the scope provided already by city services.

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 Annual Comprehensive Financial Report (ACFR) 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 ACFR 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 ACFR.

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

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.

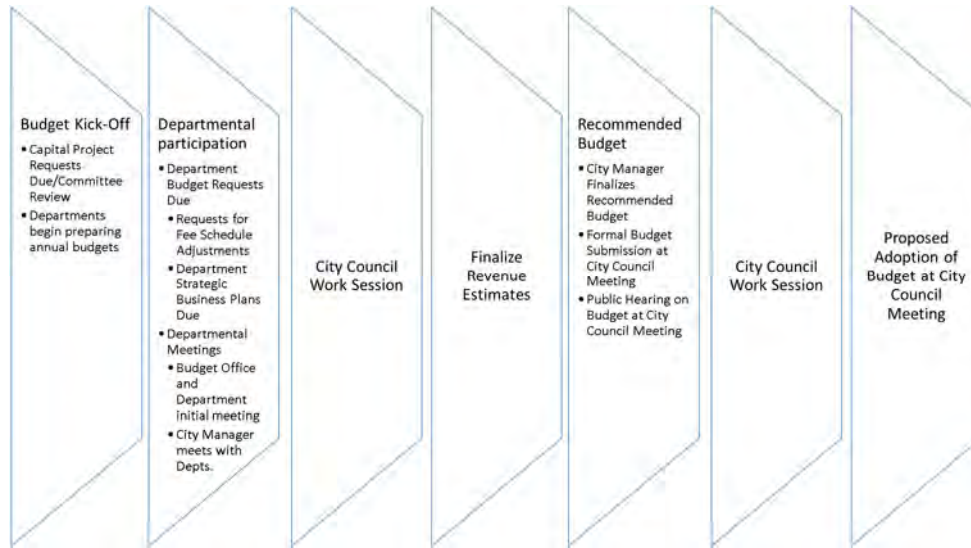
Proposed ordinance amendments are prepared by the administration and include a statement by the Finance Officer as to the availability of funds. A cover letter provides background information and the City Manager’s recommendation on the proposed amendment. Ordinances require two readings for adoption.

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.

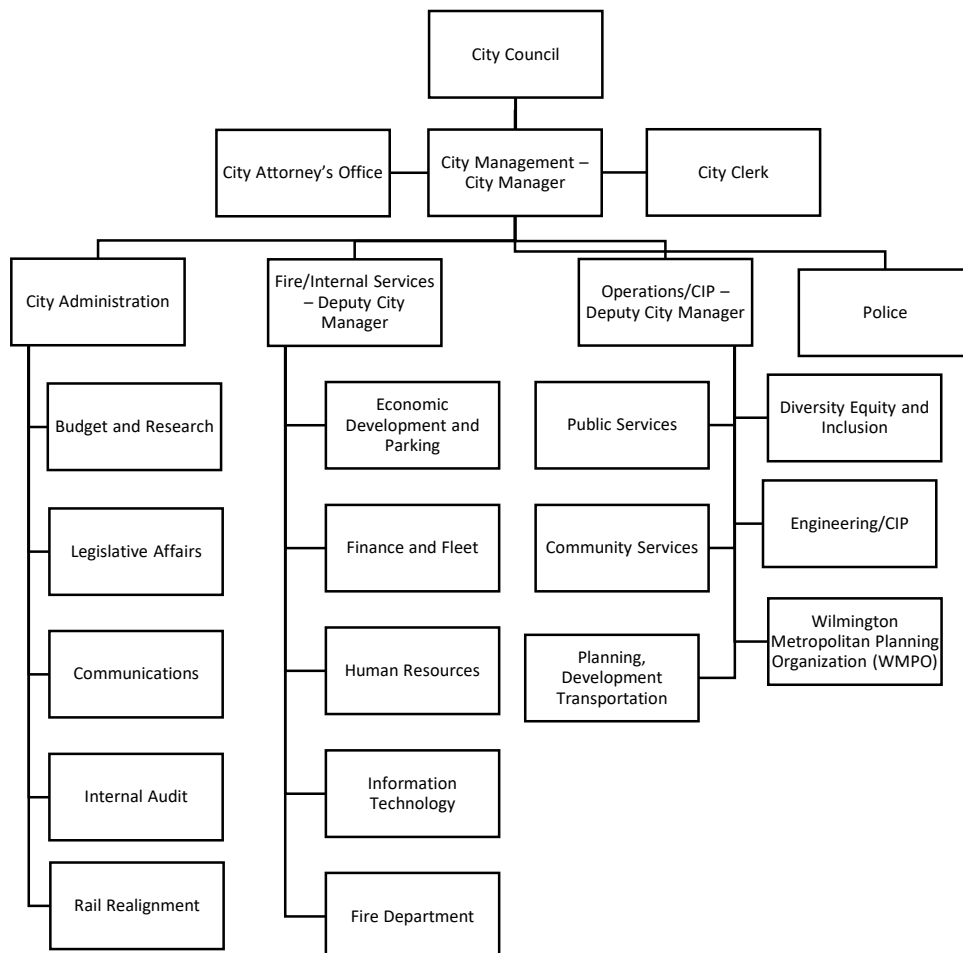
Schedule of Events for Preparation of the FY22 Budget

FY22 Strategic Council Work-session	November 20,2020
Council Work-session	January 22, 2021
Council Work-session	March 26, 2021
FY22 Recommended Budget Presentation	May 4, 2021
FY22 Budget Public Hearing	May 18, 2021
Council Work-session	May 28, 2021
FY22 Budget 1st Reading	June 1, 2021
FY22 Budget 2nd Reading	June 15, 2021

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 Finance staff and were formally adopted by the City Council effective July 1, 2002, and amended effective June 4, 2013, and June 18, 2018. 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 dedicated 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, debt issuance and pay-as-you-go funding.

The City Council has adopted a dedicated 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 multi-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 20-25% of the operating budget for each the General Fund and Debt Service Fund. All other City funds will maintain a minimum unassigned fund balance equal to 15-20% of their respective operating budget. Any portion of the unassigned fund balance in excess of the minimum % 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.

At the close of each fiscal year, a report on unassigned fund balance in the General Fund will be given to City Council. At this time, Council may choose to transfer an agreed amount of excess reserves above 30% of unassigned fund balance to the Debt Service Fund where these funds will be used to offset future property tax rate increases for capital improvement plans.

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 20% of the consolidated operating budgets of the General Fund and the Debt Service Fund, including inter-fund transfers (Except transfers between the General Fund and the Debt Service Fund which are eliminated on consolidation).

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 2%.

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 to maintain a minimum AA bond rating.

Capital Investment Policies

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

A dedicated 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 multi-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 Annual Comprehensive Financial Report (ACFR) 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.

TRANSMITTAL



July 1, 2021

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

As adopted on June 15, 2021, by City Council, I am pleased to present the City of Wilmington’s *FY22 Adopted Budget*. This document represents the city’s comprehensive budget plans and policies for the upcoming fiscal year based on the City Manager’s *FY22 Recommended Budget* and is consistent with the City Charter, North Carolina’s General Statute §159-11 and the direction provide by City Council.

The City Manager’s recommended budget was presented to Council on May 4, 2021, and included a detailed budget message, which follows this letter. A public hearing was held on the 18th of May and City Council budget work-session was held on May 28th. During these events, City Council directed staff to make the following adjustments to the General Fund recommended budget.

Fund	FY22 Recommended	Adjustment	FY22 Adopted
General Fund	\$127,125,557	\$391,000	\$127,516,557
Revenue			
1. Fund Balance (One-time)	\$8,471,835	\$391,000	\$8,862,835
Expenditure			
1. Sundry: Other General Fund Agencies for Community Enrichment - Community Gardens Program	\$960,626	\$8,000	\$928,626
2. Police: for Ballistic evidence analysis equipment	\$36,863,810	\$383,000	\$37,246,810

The FY22 ad valorem tax rate is 38.08 cents per \$100 assessed valuation with one cent on the tax rate totaling \$2,144,867. Of the 38.08 cents, 30.95 cents are dedicated to the General Fund with the Debt Management Fund receiving the rest (7.13 cents). The Downtown Municipal District’s ad valorem tax rate is 5.47 cents with one cent on the tax rate totaling \$453,565.

The total projected budget (all funds) equals \$242,237,114 as compared to the FY21 adopted amount of \$206,606,307. The total FY22 budget represents an increase of 17% or \$35.6M over the prior year. The

net budget, less transfers between funds, totals \$213,402,360 and represents a 16.6% or \$30.3M increase over the *FY21 Adopted Budget* of \$183,020,853. The General Fund is the largest fund in the city's budget representing \$127,516,557 (N=52%) of the total budget or \$109,453,598 (N=51%) of the net budget.

Sincerely,



Anthony N. Caudle
Interim City Manager



April 25, 2021

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

I am pleased to transmit, herewith, the Fiscal Year *2022 Recommended Budget* (beginning July 1, 2021, and ending June 30, 2022) as required by the City Charter and in accordance with §159-11 of the North Carolina General Statutes. Accompanying the city services financial plan is the fifth year of the FY18-23 Capital Improvement Program (CIP). Both plans are consistent with Council's directed policies and continue the tradition of advancing the community's priorities first while maintaining a strong financial position. The recommended budget meets the statutory and administrative obligations to prepare and present a balanced budget for your consideration.

In just over a year, the city was named the first WW2 Heritage City, confronted a global pandemic, experienced the national outpouring of public demonstrations calling for police, racial and social inequity reforms, a controversial national election and Hurricane Isaias' landfall. There is optimism the health crisis is almost under control, but the far-reaching economic impacts are yet to be memorialized when adjusting to the 'new' normal. The challenge in planning the *FY22 Recommended Budget* was to build a budget that responded to not only the city's community priorities, as the pandemic and social demand for change continue, but also works toward building a solid post-pandemic environment by cautiously and responsibly investing.

To that end, the *FY22 Recommended Budget* focuses on the following community priorities:

- Investing in the Rise Together Initiative
- Investing in the acceleration of transportation projects
- Investing in the street rehabilitation program
- Investing in affordable/workforce housing initiatives
- Investing in the rail realignment project
- Investing in infrastructure maintenance and preservation
- Investing in city resiliency efforts
- Investing in competitive compensation and benefits

The *FY22 Recommended Budget* reflects a real property reappraisal year. North Carolina law requires each county to reappraise real property.²⁷ at least every eight (8) years. New Hanover County decided on a four-year reappraisal cycle. This will be the first in that process conducted this time span, the last effective January 1, 2017, impacting the FY18 budget. 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 and provided a valuation of

²⁷ 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.

\$21,665,500,000. This valuation represents a 35.84% increase (N=\$5,716,500,000) in assessed values from FY21. The revenue-neutral tax rate for the City of Wilmington for FY22 that includes a 2.2% growth adjustment allowed by statute totals 37.50 cents per \$100 assessed value. This is 12.34 cents less than the FY21 property tax rate of 49.84 cents per \$100 assessed value. The value of one cent equates to \$2,144,867 after being adjusted for the collection rates that together total approximately 99.5%.

The city continues to receive requests for additional funding that far outpaces incremental growth in revenues. Growth in non-discretionary costs that the city must fund uses a considerable portion of that incremental revenue growth. The challenge of limited resources is best met with strategic approaches to funding. Increases in the recommended budget are strategically tied to community priorities. To that end, not all requests can be met. The approval of this budget entails an additional tax rate adjustment of 0.58 cents over the calculated revenue-neutral rate (N=37.50 cent) for a new ad valorem tax rate of 38.08 cents per \$100 assessed valuation. Individual taxpayers will see varying net changes dependent upon the assessed value of their property, for example, the impact to a taxpayer with an average tax value in Wilmington of \$190,600 will now see a value of \$258,913 with the following impacts:

Tax Rate Changes	Tax Rate	Tax Levy		Citizen Impact	
		Annual	Monthly	Annual	Monthly
FY21 Tax Rate	\$ 0.4984	\$ 949.95	\$ 79.16	\$ -	\$ -
FY22 Net Neutral	\$ 0.3669	\$ 949.95	\$ 79.16	\$ -	\$ -
<i>change from FY21</i>	<i>\$ (0.1315)</i>	<i>\$ -</i>	<i>\$ -</i>		
FY22 Adjusted for growth	\$ 0.3750	\$ 970.92	\$ 80.91	\$ 20.97	\$ 1.75
<i>change from net neutral</i>	<i>\$ 0.0081</i>	<i>\$ 20.97</i>	<i>\$ 1.75</i>		
FY22 Tax Adjustment	\$ 0.3808	\$ 985.94	\$ 82.16	\$ 15.02	\$ 1.25
<i>change from adjusted growth</i>	<i>\$ 0.0058</i>	<i>\$ 15.02</i>	<i>\$ 1.25</i>		
Total Change (FY21 to FY22)	\$ (0.1176)	\$ 35.99	\$ 3.00	\$ 35.99	\$ 3.00

The total projected budget (all funds) equals \$241,846,114 as compared to the FY21 adopted amount of \$206,606,307. The total FY22 budget represents an increase of 17% or \$35.2M over the prior year. The net budget, less transfers between funds, totals \$213,011,360 and represents a 16.3% or \$29.9M increase over the *FY21 Adopted Budget* of \$183,020,853. There are several reasons for the increase. The first being the planned fifth year of the 2nd CIP. FY22 appropriates \$29,870,415 for various capital projects, a \$21,145,829 increase over FY21 adopted CIP amount of \$8,724,586. The second relates to City Council’s direction to use the estimated General Fund unrestricted fund balance over the 30% of general fund operating, held for emergency events. Appropriations were made to support the Rail Realignment Project (\$3.5M) and Street Rehabilitation Proactive Maintenance Project (\$3.5M). The third reason is the addition of just under \$1M of new funding added to two of the City’s successful affordable housing loan programs (Home Ownership Program and Rental Rehabilitation).

The General Fund is the largest component of this budget with a total budget of \$127,125,557 and a budget of \$109,062,598 less transfers, an increase of \$5.3M or 5.1% over the current adopted net budget of \$103,747,686. Of the 38.08 cents, 30.95 cents per \$100 assessed valuation is recommended for the continuation of core services in the General Fund and 7.13 cents per \$100 valuation is earmarked for the

80/20 Capital Debt Plan. This continues support of the Transportation Bond projects, Parks Bond projects, River Place project and other capital improvement projects, included the 1st and 2nd CIP.

The City’s adopted 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 stable due to strong financial management practices. It is recommended for the *FY22 Recommended Budget* that \$8,451,835 of the General Fund’s undesignated fund balance be appropriated for expenses related to one-time FY22 items, capital improvement needs and one-time agency funding. This amount is \$5,095,316 or 152% more than the prior year’s undesignated fund balance appropriation of \$3,376,519. Some of the specifics follow:

Department	Purchase	Units	One-time \$
Community Services	Bike	1	\$ 1,650
	Body Camera	1	\$ 700
	Consultant Services	1	\$ 43,050
	Gator	1	\$ 15,000
	Radio	1	\$ 4,202
	Computer Accessory	1	\$ 200
	Support Agency Request: One-Time	1	\$ 28,000
Community Services Total		7	\$ 92,802
Engineering	Phone	2	\$ 412
	Plotter	1	\$ 11,265
	Software Set-Up Fee	1	\$ 7,990
Engineering Total		4	\$ 19,667
Finance	Software Set-Up Fee	1	\$ 3,000
Finance Total		1	\$ 3,000
Fire	Equipment	10	\$ 13,640
	Radio	2	\$ 12,966
	Vehicle	4	\$ 130,805
Fire Total		16	\$ 157,411
IT Services	Consultant Services	1	\$ 108,000
IT Services Total		1	\$ 108,000
Police	Audio/Visual Equipment	6	\$ 17,380
	Camera	3	\$ 44,290
	Generator	12	\$ 12,468
	Horse Equipment	3	\$ 7,392
	Trailer	1	\$ 10,010
Police Total		25	\$ 91,540
Sundry	Agency Request: One-Time	7	\$ 327,720
	Consultant Services	1	\$ 160,000
Sundry Total		8	\$ 487,720
Multiple	Computer	20	\$ 57,705
	Office Furniture	7	\$ 42,550
Multiple Total		27	\$ 100,255

Department	Purchase	Units	One-time \$
Transfers to CIP	Streets Rehabilitation	1	\$ 3,500,000
	Building Maintenance	1	\$ 78,050
	Rail Realignment Project	1	\$ 3,500,000
	Facility Condition Assessment	1	\$ 81,390
	City Hall/Thalian Hall Upgrades	1	\$ 152,000
	City Pool Improvement	1	\$ 80,000
Transfers to CIP Total		6	\$ 7,391,440
Grand Total		94	\$ 8,451,835

There is an additional \$20,000 of designated fund balance appropriated in Sundry for special unplanned travel and training that may arise in the fiscal year that may benefit the City and reserved for only Councilmembers and limited executive staff.

The following sections provide further highlights of the *FY22 Recommended Budget*.

THE ECONOMY

The pandemic brought what was the longest economic expansion since the 1940s to an abrupt halt. The pandemic began sweeping the globe in earnest around March of 2020 and is continuing today with some degree of improvement. Global vaccination plans have been put in place. Restrictions have been far from consistent but are lessening around the world.

Nationally, the Federal Reserve had predicted the gross domestic product (GDP) to decrease by 6.5% by the fourth quarter of 2020 but only saw a decline of 2.5% year over year. The unparalleled Federal CARES Act economic stimulus bill can be linked to the prevention of the sharp decline. The inflation rate²⁸, after declining sharply as a response to the pandemic from 1.5% in March 2020 to 0.1% in May 2020, rebounded along with economic activity moving back up to 2.6% in March of 2021.

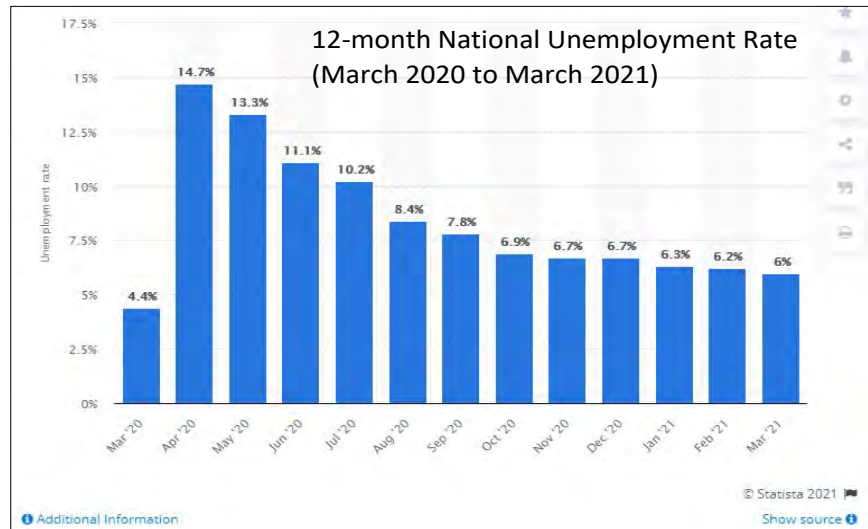


The national unemployment rates (see graph on next page) are rebounding after an astonishing rise from 4.4% in March of 2020 to a high of 14.7% in April of 2020. In March of 2021, the national unemployment

²⁸ Inflation is the rate at which prices change over time.

is sitting around 6%. Wilmington followed the same path but now sits at 5.10%, just below the national rate.

Despite the tremendous impact that the pandemic has had in everyday lives, the city has fared better than most other jurisdictions across the country. This is in part to the solid economic foundation that has been developed and strengthened over many decades, such as:



- Residential real estate market was incredibly strong in Wilmington as evidenced by:
 - A 30% average increase in the county-wide assessed values since January of 2017
 - Luxury homes sales having their best year on record locally in 2020²⁹
 - Lack of housing inventory shows a 2-month supply as compared to a 16-month supply in 2009³⁰
 - Wilmington being identified as the number one city in 2020 for inbound moves according to a national migration study conducted by United Van Lines
- A surge of second homeowners relocating temporarily from areas with higher rates of Covid cases brought their spending to the area³¹
- Sales tax funds in excess of prior year month’s collection all but one of the 7 months received to date in FY21 with December’s sales totaling over \$3.1M - the highest collected ever

At the State and Federal level, other impactful issues trending that staff are keeping a close watch on include:

- NC House Bill 17 is an effort to combat **opioid drug overdoses** in the City of Wilmington and to continue our successful Opioid Overdose Quick Response Team. The legislation is meant as a placeholder to achieve placement in the larger state budget. The bill appropriates \$500,000 in non-recurring funds for the 2021-22 fiscal year and \$250,000 in non-recurring funds for 2022-23 from the General Fund to NCDPS for the Project. The City has previously seen an influx of \$500,000 from the state to fund the pilot project, which is now a partnership between the City, County and United Way of the Cape Fear.
- NC House Bill 535 and Senate Bill 472 seek to address long-standing concerns related to **Fire Firefighter Cancer Coverage**. Both bills provide this coverage without placing an unfunded mandate on local governments.

29 Residential Real Estate: Trends to Watch by Christine Haley O’Neal, posted on WilmingtonBiz March 24, 2021
30 IBID

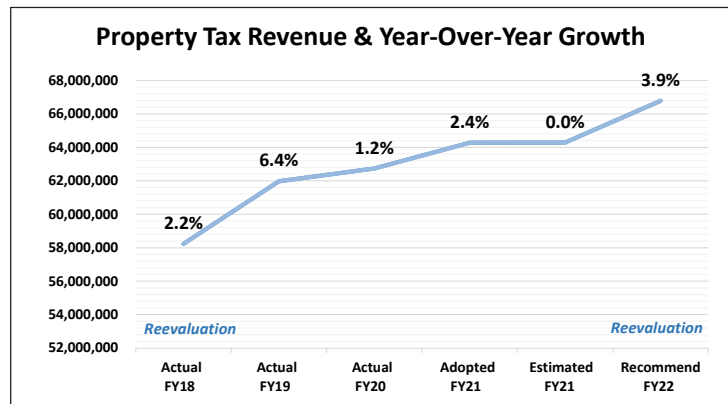
31 No local data found an assumption based on Atlantic Beach’s required 14-day quarantines for second homeowners relocating and Dare County’s (Outer Banks barrier islands) has to restrict access to local year-round residents only

- NC House Bill 583 proposes a Local Government Employees Retirement System (**LGERS**) **one-time 2% supplement** that if not funded by the General Assembly would mean local government contributions would rise 0.48% for FY22 impacting the city by an estimated \$267K.
- **NC Department of Transportation’s FY21 funding crisis**, linked to the pandemic and the stay-at-home orders, causing delays in projects appears to have stabilized. While the immediate concerns on revenues have eased, there remains long term challenges as existing transportation revenues sources become less reliable.
- The **American Rescue Relief Plan** is providing the city \$25.93M with the first of two installments arriving in May of 2021 with the US Treasury guidelines following shortly after. A staff working group is actively developing a proposal that will benefit the community, local economy, and city operations.
- A Federal Infrastructure Bill, called the **American Jobs Plan**, proposes to fund around \$2 to \$3 trillion for local transportation, broadband, school and power line projects. While both political parties remain far apart on total spending amounts, there is reason for optimism that the Federal government, after years of waiting, will be making a serious investment in our Nation’s transportation and infrastructure.

REVENUES

The following will provide an overview of the revenues as they are estimated for the *FY22 Recommended Budget*.

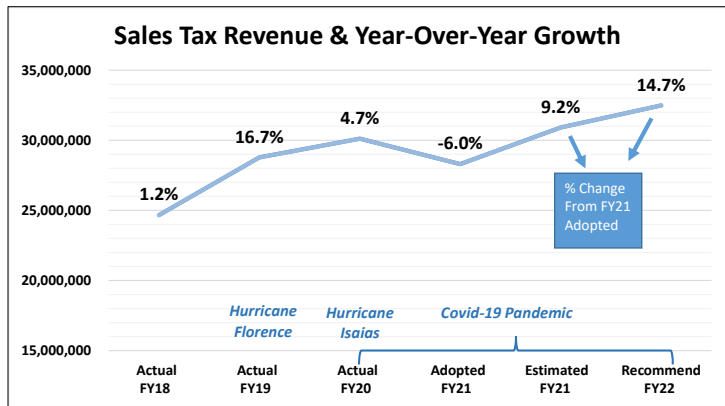
The City of Wilmington’s projected FY22 **property tax growth** over FY21’s adopted budget totals 3.9% and is a continued indication of the positive trend in the real estate market as multi-family, hotel and office construction projects continue to expand our tax base. The City’s tax base for FY22 ³² is estimated at \$21,665,500,000 with the City’s real property totaling \$20,556,500,000 and Motor Vehicle property equaling \$1,109,000,000. With a \$0.3808 tax rate, one penny equates to a value of \$2,144,867 using a collection rate of 98.95% for property tax and 100% for motor vehicles. The tax base is expected to provide the City \$81,679,184 which is split between two funds. The split is as follows:



- General Fund (\$66,385,579/\$0.3095)
- Debt Service (\$15,293,605/\$0.0713)

³² Estimates on tax base were obtained from the March 17, 2021, update from the NHC Tax Administrator.

This recommended budget has a projected **sales tax** growth of 14.7% or \$4.17M over the FY21 Adopted amount (FY21: \$28,310,354; FY22: \$32,485,457). The forecast growth rate in sales tax collection is based on recent trends or indicators:



- Wilmington’s population base is growing by roughly 2% per year
- Pre-Hurricane Florence and Covid-19 pandemic, the city received 1.5% to 2% more than the states average, if this holds true:
 - the State estimates a 3.1% growth for FY22 sales tax
 - the City’s FY22 sales tax budget is 5.1% above the FY21’s year-end estimate which totals 2% over the State’s estimate
- Out of the 7 months of sales tax collected (July – January) in FY21, six months have higher collections than the prior year’s month, a 7% growth rate over same period of the prior year
- Although the sales tax estimate does not take into account any Federal stimulus packages set to be released, that funding will add unprecedented economic activity to the region

Sales tax is generally the most difficult to forecast due to its dependency on customer confidence and changes in the economy. The past few years have added more complexity to this challenging venture. Since FY19, the city’s sales tax has seen unprecedented growth, above predictions, responding to events related to:

Fiscal Year	Funding	% Diff Yr over Yr	Impactful Events
FY17 Actual	\$ 24,371,379	6.18%	Hurricane Matthew
FY18 Actual	\$ 24,665,500	1.21%	
FY19 Actual	\$ 28,776,070	16.67%	Hurricane Florence Recovery
FY20 Actual	\$ 30,118,041	4.66%	Hurricanes Florence & Dorian Recovery
FY21 Yr End Est	\$ 30,910,575	2.63%	Hurricane Isaias, Pandemic & Stimulus Packages
FY22 Recommend	\$ 32,485,457	5.09%	Pandemic & Stimulus Packages

- the recovery efforts for Hurricane Florence
- the life changing pandemic
- the record Federal stimulus packages

These events have added waves of money into the economic system boosting the economy regionally, however, the long-standing economic impacts, the ‘new’ normal, have yet to be seen. They have disrupted known revenue trends making it difficult to estimate with confidence for the next few years; therefore, continuing to budget modestly should be a consideration knowing there could be a growth correction in the future.

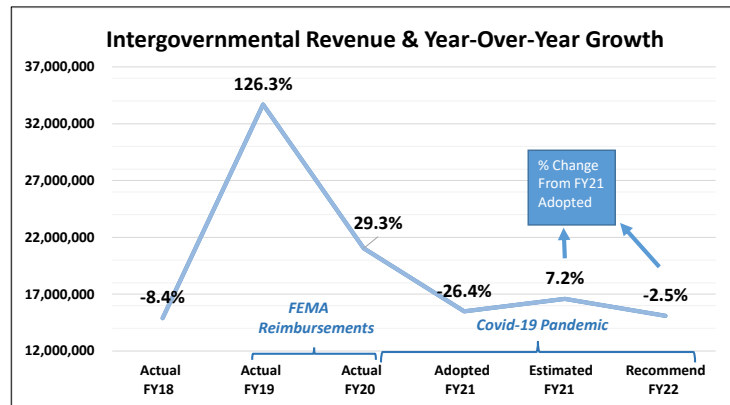
The third largest revenue stream is **Intergovernmental Revenues**. The category has decreased from FY21 by roughly 2.5% or \$389K (FY21: \$15,485,045; FY22: \$15,095,216). A lot of the reduction is a result of the pandemic and the subsequent policy changes easing customer impacts. Many utility companies ceased

cutoffs for non-payment, provided penalty waivers, and/or instituted payment plans. Additionally, there were funds available federally and from the State to help with these payments.

The spikes seen in the Intergovernmental Revenue graph relate to FEMA funding reimbursements for Hurricane Matthew in FY17 and Hurricane Florence in FY19 and into FY20.

A few highlights of revenue types found in this category follows:

- The utility franchise tax, also known as the electricity sales tax, is the largest revenue source in this category budgeted at \$7.4M for FY22, representing a 4.6% decrease under the FY21 adopted budget of \$7.78M. The estimate is based on the projected FY21 year-end of \$7.4M, the continued pandemic policies causing less revenue to be collected and the commercial sector that has implemented remote work and may slowly reopen in mid-FY22.
- Video programming and telecommunications continue to decline by roughly 1% as consumer behavior turns to streaming services over cable and cell phones rather than landlines. However, during the pandemic, telecommunications has seen a rise with virtual school and remote work. For the above reasons, the *FY22 Recommended Budget* continues with a 5.3% or \$70K decrease for the video programming but has a slight increase of 4.1% or \$32K for telecommunications.
- The Powell Bill Gasoline tax stayed flat with the unknown dissemination of the revenue due to the pandemic impact with the North Carolina Department of Transportation that saw high revenue declines in the beginning of the pandemic. Presently, their revenue is exceeding their expectations and it is hoped that the Powell Bill funding will be fully restored. Since that is unknown, the city budgeted the same rate as FY21 (\$2.9M).



Other notable changes in revenues include the following:

- Interest on Investments continue to decline due to the Covid-19 pandemic and the current financial environment. Funding levels in FY20 were \$826,540. FY21 was budgeted at \$328,000 with FY22 budgeting only \$40K, a decrease of \$288K or -88% from the FY21.

And lastly, the City's general obligation bond rating continue to the highest possible ratings:

- Aaa issued by Moody's
- AAA issued by both Fitch and Standard & Poor's

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. Better bond ratings result in lower interest costs on long-term debt.

The economy, even though it appears strong mid-pandemic, continues to have an uncertain future. Revenues continue to be moderately conservative due to this uncertainty. Sales tax was the exception where the budget is a bit more optimistic. It was based on FY21's monthly actuals collected and calculated growth over the prior year same period resulting in \$4.1M more than FY21's adopted amount (\$28.3M) but more in line with the FY21 year-end projection (\$30.9M). The total General Fund revenues equal \$127,125,557 which is 9.9% higher than FY21's Adopted budget of \$115,713,806. If the budgets were compared without the use of unassigned fund balance, the FY22 budget (\$118,653,722) would be \$6.3M or 5.6% higher than the FY21 Adopted budget (\$112,337,287).

It is important to reiterate, this budget comes at a time when there is continued uncertainties stemming from the rapidly changing impacts of the second year of the global public health crisis. Several concerns linger that continue to cause this ambiguity including:

- the world-wide vaccination program as it relates to the community's protection timeframe, its effectiveness to the emerging Covid-19 variants and the world's ability and willingness to revaccinate if necessary
- the slow inconsistent reopening of the international, national and local economies
- the impact of governmental policies that provide relief for consumers and businesses
- the stabilizing of consumer confidence coupled with a change in methods and frequency of purchasing goods
- the one-time influx of Federal stimulus packages
- the workplace environment stabilizing with the addition of remote work
- the potential shift in workforce deciding to change professions or locations to fit their new desired workspace

BUDGET PREPARATION

In developing the *FY22 Recommended Budget*, the strategies used to balance the budget included:

- Property tax adjustment related to reappraisal
- Optimistic estimates of sales tax revenues
- Strategic use of fund balance for one-time expenditures
- No mandate of service reductions
- Continued core services with limited additions
- Prioritization of any requested enhancements based on the city's key strategic priorities

In starting the FY22 budget process, City Council's priorities were identified, and the budget was framed using those priorities. Those included the following:

- Show fiscal constraint regarding any enhancement requests and link them to:
 - Continuing Core Services
 - Rise Together Initiative
 - Targeted Strategic Plan Areas:
 - Competitive employee pay & benefits
 - Affordable/Workforce housing

- Youth Violence prevention and intervention
- Infrastructure preservation and maintenance
- City resiliency
- Limited use of fund balance
- Tax rate adjustment

Every department in the city contributed to the overall goal of recommending a budget that incorporates a fiscally responsible plan for the continuation of quality services that meet the City's priorities as set forth above.

BUDGET HIGHLIGHTS

The following section presents highlights included in the *FY22 Recommended Budget*

Strategic Plan

Staff is dedicated to delivering high-quality services to the citizens of Wilmington. Although the Strategic Plan is currently being updated, it still drives the direction of the budget. The plan builds upon the community's vision and the city's core values and commitments.

The foundation of the plan are the following six focus areas adopted in June of 2015:

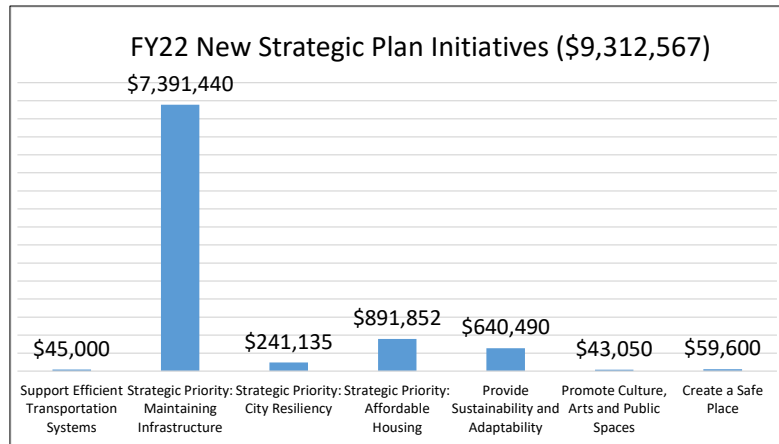
- **Create a Safe Place:** The City will create a safe, inclusive community with neighborhood/area based public safety and support services.
- **Foster a Prosperous, Thriving Economy:** The City will promote opportunity and prosperity by fostering sustainable, regionally coordinated economic growth and 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 FY17-20 Strategic Plan requires updating. The process to update the strategic plan began in FY20 with feedback from Council's Governance Committee but was paused due to the pandemic and social distancing. The city will continue to use the FY17-20 Strategic Plan as a policy document until such time as a new plan can be adopted. 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 and specific initiatives that advance the six areas identified as the primary focus areas of Council’s vision for the city through the Strategic Plan. The *FY22 Recommended Budget* has \$9.3M system-wide of new funding that directly ties to initiatives found in the strategic plan.

There is an important initiative not yet adopted in the strategic plan but adopted by Council and that is the Rise Together Initiative. It is an initiative where the city will attempt to remove service barriers our community’s marginalized populations face and provide a more equitable environment with regard to service delivery by providing the same opportunities for prosperity and quality of life regardless of color, class or creed. A total of \$832,999 is dedicated to this important community strategy.



City of Wilmington’s Workforce

The strategic plan emphasizes investment in the development of the City’s human capital by following internal service staffing plans that meet the need of our growing community (Provide Sustainability and Adaptability 1.1). As a priority, this recommended budget reflects the continuation of a multi-year compensation strategy that pays market wages to employees doing similar jobs. The success of our compensation program hinges on our ability to appropriately compete with external labor markets, to recognize and reward exceptional performance and to maintain a shared sense of internal equity and fairness. With limited revenues to support on-going costs, the number one priority in this economic environment was ensuring employee compensation and benefit needs were met.

The *FY22 Recommended Budget* proposes a compensation plan to recognize employees for their performance through a **merit program** totaling roughly \$1,950,263 in salary and benefits of which \$1,673,881 is in the General Fund. The funding represents a 3% increase in salaries. This funding will also allow the city to move to a **\$15-dollar minimum wage** keeping up with our local jurisdictions and effectively making city’s compensation package more marketable. This allows the city to continue investing in its strong workforce and allows for recognition of their value to the city. We are appreciative of Council’s continued support and commitment to this market compensation philosophy over the years.

Additionally, the budget funds an increase in United Healthcare's **health insurance** rates of \$510,502 of which \$428,053 is impacting the General Fund. Both the city and the employees will see an increase in rates. The City funds roughly 70% of the cost and the employee funds roughly 30% of the overall cost of the health packages. Both the employer and the employee will see average increase per health package of 7%. The *FY22 Recommended Budget* represents the 3rd year with United Healthcare. As a reminder, the city is self-insured regarding health insurance.

An increase to **Council's stipend** is recommended over a 3-year period to bring the stipends up to the average benchmark cities in North Carolina. The plan would increase the stipends by 25% in both FY22 and FY23 followed by roughly 11% in FY24. FY25 onward a planned increase based on January's Southern Consumer Price Index would occur annually in the budget.

Rise Together Initiative

Unanimously adopted by City Council, the Rise Together initiative was born to ensure that Wilmington is a community where every citizen is valued and shares in the same opportunities for prosperity and quality of life. This initiative will allow the city to gain a better understanding of on-going challenges to diversity, equity and civic inclusion faced by the community, assess the services provided to find gaps related to those challenges and improve those services by bridging those barriers faced. The FY22 budget funds \$822,999 of enhancements directly related to this initiative.

To begin a successful program, an organizational assessment of current practices is imperative to improve the challenges faced by the city's marginalized populations. Funding is included totaling \$160,000 for a **comprehensive assessment** to develop a strategic plan and training program that will guide the city in strategic investments related to diversity, equity and civic inclusion service gaps. The city is also funding a newly formed **Diversity, Equity and Inclusion (DEI) division** (\$147,012) which is pivotal in moving the aforementioned DEI strategic plan forward. The program will consist of a DEI manager and specialist to implement a DEI assessment strategic plan and necessary training programs which are estimated to cost \$27,507 annually.

With regard to accessibility barriers, the city is funding \$23,040 related to **Wi-Fi Access and Capabilities**. The funding will cover the annual needs required to expand internet availability throughout the city with access points in recreation centers, the Wellington Engineering office and Police HQ. The access points will have a signal strong enough for citizens to access from the parking lots at recreation center and Police HQ locations. The city is further funding **communication assessable services** (\$2,318) to ensure there are non-English translations available as well as expanded American Sign Language interpretive services available for certain publications, public meetings, press conferences and events. A **Maides Park facility expansion program** initiative (\$57,023) funds a Recreation Coordinator and Specialist with a special focus on the opening of new gym and the athletic programs it will provide. An outreach campaign will be designed to help and encourage disadvantaged members of the community to participate in the programs offered. One-time funding totaling \$35,720 is authorized for **LINC's Lite Manhood program** that will provide a safe space for 18- to 30-year-old men during the evening with activities that provide comradery and community connections. **Voyage** is receiving one-time funding in the amount of \$115,000 as start-up funding for their Youth Empowerment Initiative program. It targets at-risk youth in the community

and uses science and technology as tools to help solve community and individual issues. One-time funding in the amount of \$80,000 is recommended to contract with **NSEA Swim** on a one-year community outreach pilot project for aquatics programming at the City's Northside pool.

The budget also focuses on bridging economic barriers faced by the community. A new **Senior Contract Specialist** (\$60,379) with a focus on Minority and Women Business will engage in outreach providing guidance on how to navigate doing business with the City (i.e., requirements to complete bids, register with the State, understand insurance and bond requirements and to complete the necessary paperwork). One-time funding (\$25,000) will be allocated for **Genesis Block** to help with programs that work toward economic opportunities for minorities, women and underserved segments of the community as it relates to entrepreneurship and small business growth.

The FY22 budget is bridging some geographic barriers face by the community. Funding in the amount of \$10,000 will allow for the **rail realignment** planning and environmental documentation process to keep the public informed and engaged by targeting those historically underserved populations throughout Wilmington that fall in within the Rail Realignment Project Study area. The budget funds \$80,000 in one-time funding to **Dreams** to complete a learning kitchen that enhances their organic garden program which provides the community nutrition education as well as provides food to the surrounding community which has been identified as a food desert.

A special note related to the outside agencies mentioned above. The city did not have either outside agency process (Human Service Competitive Partners and the Economic and Cultural Development Partners) open for the FY22 budget. Many of the aforementioned requests came forth through other avenues and for the most part, specifically linked to the new Rise Together Initiative. For that reason, many were recommended for funding. However, they were funded with the intention of one-time funding to bridge the year without a formal agency process. Those agencies are then expected to formally submit requests for on-going funding, if appropriate, during the FY23 budget development agency processes to be vetted and prioritized along with all the other agencies who request funding for well-meaning community programs.

Youth Violence Prevention & Community Policing

The *FY22 Recommended Budget* continues to fund efforts to aid in the reduction and prevention of youth violence in progressive and innovative ways as identified in both the Create a Safe Place 1.1 and Engage in Civic Partnership 1.1 focus areas. The outside agency competitive human services process, which operates under a two-year contract cycle, enables community partners to request funding to support community-based programming. Generally, these organizations are well established in the community, and have provided quality programming for many years.

In addition to the \$345,720 of one-time funding for agencies mentioned above under the Rise Initiative, the *FY22 Recommended Budget* continues the funding commitment to the competitive **human services agencies** totaling \$626,808, which reflects the same amount of funding budgeted in FY21. This represents the second year of a two-year commitment. The current financial management policy states that competitive agency funding should not exceed ½% of the General Fund total appropriation. The funding

in the recommended budget reflects 0.49% of the General Fund's total budget. However, if the one-time funding for agencies who requested funding during a year without an active city process, the funding totals 0.77%, exceeding the financial policy guidelines. Just a few of those General Fund supported agencies include:

- **Voyage** (\$68,672) that supports two programs related to job skills training, summer youth employment and youth violence prevention through education, safety and health and wellness programs
- **Step Up Wilmington** (\$32,167) that provides job readiness and job placement services to disadvantaged persons, including young adults and sheltered persons with increased funding this fiscal year for a summer youth employment program
- **Brigade Boys and Girls Club** (\$56,420) and Community Boys and Girls Club (\$46,673) that address youth intervention with after-school and summer education, tutoring and recreational programming
- **Dreams** (\$23,194) that delivers programming focusing on multi-disciplinary arts classes, serving elementary, middle, high school aged youth
- **Kids Making It** (\$35,979) that offers skill-building programming through woodworking, vocational and skilled trades training, entrepreneurship and income-earning opportunities, and paid apprenticeships
- **Wilmington Residential Adolescent Achievement Place** (\$26,322) that delivers free after-school services and community outreach programs that reduces the number of unsupervised youths
- **Cape Fear Communities in Schools** (\$23,940) that works collaboratively with the New Hanover County School system through after-school and summer programs for at-risk youth

The recommended budget also continues on-going funding in the amount of \$15,000 in support of the **Port City Super Girls** program, which empowers girls throughout our community. It includes a week-long academy for 60 girls. The program curriculum includes sports, health and fitness, and is aimed at youth ages 12-18 who live in and around inner-city communities.

The budget continues our youth athletic and engagement programming. The *FY22 Recommended Budget* continues to outsource the pool operations to the **YMCA** with increased pool hours and the number of days the pools are open. **First Tee**, a program that influences the lives of young people by providing not only skills in the golf arena but also offers educational programming that builds leadership, character and promotes healthy choices, continues.

In response to the public's desire for neighborhood sweeps and community policing (Create a Safe Place 2.2 and 2.3), several initiatives continue. The *FY22 Recommended Budget* continues with the Wilmington Police Department **Rover Bulky** program. The program allows for collaboration with the Recycling and Trash Services division to clean up city rights-of-way and illegal dumpsites, aiding in the 'Broken Window Theory', potentially reducing conditions that encourage crime. The Solid Waste Management division has successfully operated the program since its inception in July of 2016.

Workforce Affordable Housing

This budget continues to support the strategic plan initiative found in Provide Sustainability and Adaptability 6.1 and 6.3 where the focus is on workforce and affordable housing. The city has been an entitlement city since 1975 receiving funding to assist the community's low to moderate income citizens with suitable affordable housing and services. To that end, the General Fund budget transfers \$118,180 for workforce and affordable housing to support the city's **community development and housing administrative activities** of which the majority is funded by federal block grant monies. The administrative budget for FY22 increased by 3% from \$702,606 in FY21 to \$725,195 in FY22.

The Joint City of Wilmington/New Hanover County Workforce and Affordable Housing Ad Hoc Committee has completed a housing study.³³ The study states one in three households (N=32,000) pay more than 30% of their gross income for housing and 46% of renters are doing the same. This is known as a cost burden. The study also indicated that over 41% of households (N=35,000) in the County earn less than 80% of the area median income of \$65,100. With the increasing population and available housing stock decreasing, housing costs are increasing. Discussions between the City and County are presently on-going regarding a joint city/county response. As a placeholder, the City has assigned \$3.5M of its **unassigned fund balance (one-time) for additional affordable/workforce housing initiatives** once plans are formulated.

Additionally, the budget continues to fund, through a General Fund transfer, programs aiding low-income owner-occupied housing and rental rehabilitation programs. These programs are also funded with federal monies that limit household incomes of 80% or less of area median income. General fund monies are more flexible and can help households with income up to 130% area median income. Together, the funding allows for a wider breath of residents to be reached. This year, the general fund contribution increased from \$573,000 in FY21 to \$1,464,852 a 156% increase for FY22. Those programs include:

- **Homeownership Opportunity Program** offers working families an opportunity to own a house without becoming cost burdened by lowering the mortgage payments through down payment assistance and 0% interest rates
 - A total general fund transfer of \$957,000 is budgeted for FY22 an increase of \$487,000
 - The total HOP program's budget, to include \$436,750 of federal funding, totals \$1,393,570 and will allow for 15 loans per year
- **Rental Rehabilitation Incentive Loan Program** provides loans of up to \$125,000 for renovation, purchase or reconstruction on in-fill lots or rental housing units for affordable homes essentially ensuring that housing stock remains available in the lower income market
 - A total general fund transfer of \$507,852 is budgeted for FY22 and increase of \$404,852
 - The total program's budget, to include \$440,296 of federal funds, totals \$948,148 and will provide 8 loans per year

The *FY22 Recommended Budget* has \$1,583,032 of general fund contributions appropriated for use associated affordable workforce housing initiatives. This contribution is a \$1M or 176% increase over

33 Joint City of Wilmington/New Hanover County Workforce and Affordable Housing Ad Hoc Committee, Existing Conditions and Recommendations, Spring of 2017.

FY21 appropriation of \$570,000. In addition, there is another \$3.5M assigned in fund balance to respond to the Joint City/County Housing Committee's recommendations for a total of \$5,083,032 dedicated to affordable workforce housing.

Modes of Transportation

Continuing our partnerships with local agencies, and reflected in the *FY22 Recommended Budget*, is **WAVE Transit's operating subsidy** totaling \$1,534,358, a three percent increase over FY21's adopted amount (Support Efficient Transportation Systems 4.2 & 4.3). This fiscal year, WAVE representatives requested \$350,000 of capital funding to purchase generators to support facilities and contactless payment technologies. The capital funding was not authorized in the recommended budget as staff is waiting for the US Treasury Department's guidelines for the stimulus packages that are flowing to governments for various initiatives. Once that is understood, a recommendation will be forthcoming.

Regarding the Transportation bond projects, the budget dedicates a total of \$489,386 to focus specifically on accelerating the projects already approved. Funding is included for a **Project Manager** (\$112,099) that will help restore the proper resourcing and workload balance to the Capital Projects Division where the city already engages consultants to help with design and cost estimates. A new **Property Acquisition Specialist** (\$44,574) will focus on acquiring easements, right of way and real estate by reviewing applicable laws, negotiating costs, reviewing contracts and communicating with property owners. The budget funds a new **Associate Attorney** (\$107,408) to help with the influx of acquisition needs related to the Transportation Bond and Stormwater projects in particular. The attorney's office realistically can process 70 property acquisitions a year. In the next two years, an estimated 637 acquisitions are planned. And the addition of a new **Senior Contract Specialist**³⁴ (\$60,379) will help streamline the contract and bid process for the transportation bond projects. Lastly, the budget funds a Capital Improvement comprehensive project management software (\$164,926) called **CIPAce**. The city has well over \$321M in active capital improvement projects to manage. Presently management tools are a mixture of various programs such as Microsoft Excel, Smartsheet and Munis. As the city grows, those investments will also. CIPAce provides a comprehensive software package that ensures project tracking, transparency, and reporting consistency. The positions described link to the City's strategic initiative found in Provide Sustainability and Adaptability 1.1 and the software directly links to Provide Sustainability and Adaptability 5.2.

The city is the lead agency for a rail realignment project (Support Efficient Transportation Systems 2.2 & 4.1). The purpose of the project is to stimulate growth and economic development in southeastern North Carolina by realigning the existing heavy rail corridor that currently runs through the City of Wilmington to a safer, more direct access to the Port of Wilmington. This would then allow a repurposing of the right-of-way for public use. The project can enhance capacity for the Port of Wilmington and businesses using the river and rail resulting in improved statewide logistics. The recommended budget funds \$3,545,000 in initiatives related to this project. One already discussed in the Rise Together Initiative above related to **public engagement efforts** totaling \$10,000. Beginning in FY22, a planned Rail Economic Implementation

³⁴ The FY22 budget only authorizes one Sr. Contract Specialist. The position has a dual role focusing both on the Rise Initiative coordinating MWBE/DBE as well as transportation bond contracts and bids.

Study responding to the recently completed Rail Realignment Feasibility Study will commence. The study is expected to be partially funded by both the North Carolina Department of Transportation and the North Carolina Department of Commerce in the States Biennium budget. The total study is estimated to take two years and cost \$250,000 with \$200,000 funded by the State and \$50,000 funded locally. The city expects to fund \$20,000 of the local requirement. The full two-year allotment is budgeted in FY22 as **seed money** showing other local partners that the city is ready to move forward thereby encouraging their funding participation. Funding in the amount of \$25,000 has been budgeted for **outside legal counsel** related to the Rail Realignment project. Complex specialized matters will require legal coordination with Federal, State, and local municipalities as well as private corporations. This funding will allow the city to respond appropriately. Lastly, the city must begin to build up a significant amount of funding to ensure the project moves forward. The estimated local match is \$60 to \$64M. The FY22 budget appropriates \$3.5M to the **rail realignment project** to begin setting aside funding for this wide-reaching project.

In addition to the \$4,855,543 CIP funding planned for the Street Rehabilitation, the General Fund is allocating another \$3,500,000 to further expand the program with more significant efforts on **street proactive/preventative practices** such as pavement rejuvenation, sealing and micro surfacing. These practices have not been consistently used due to funding levels. However, road conditions continue to deteriorate and this 'wellness' program will help slow down that deterioration. The program will be able to target collector type streets with a pavement condition index (PCI) score of 70 and above and local streets with a PCI of 60 and above with these proactive/preventative practices. These practices slow down the deterioration of those roads keeping their PCI at a more acceptable or higher level for a longer time period. Modeled estimates of the overall average PCI for the City reflect modest improvement using this approach. In addition, the use of these practices with the proposed funding takes an initial step towards a strategic path going forward allowing for use of traditional pavement resurfacing in future years that will result in a decrease in deferred maintenance costs.

City Resiliency

Hurricane Florence devastated the community in September of 2019. And most recently, the pandemic is challenging the city's systems and how service is provided. Gaps in resources are being identified and the *FY22 Recommended Budget* endeavors to ensure city operations operate with resiliency during and after such events. Funding includes:

- \$10,000 supporting the **New Hanover County Long Term Recovery Group** (NHCR3) linked to Foster a Prosperous, Thriving Economy 1.1. The funding is dedicated for a portion of the director's salary. The organization is supported also by the United Way, a strong partner in supporting the community when a disaster occurs, and is the only FEMA recognized long-term recovery organization in New Hanover County. The organization seeks to organize government, faith-based and nonprofit organizations for on-going recovery needs and planning and preparedness for future events.
- \$82,175 for a **Sr. Network Administrator** responding to the pandemic which created an environment where virtual strategies are key to the city's success. Concerns with VPN connections, the speed of the data transfers, redundancy failures, two factor authentications all have identified a need to continue to improve and monitor the city's information technology infrastructure (Provide Sustainability and Adaptability 1.1).

- \$33,718 for **major roadway intersection improvements** to include contract services to pre-wire twenty-five (25) intersections throughout the city for emergency traffic signal generators (Provide Sustainability and Adaptability 8.1). The funding also includes the purchase of twelve (12) generators for use at these intersections. Hurricanes and other major events create major power outages across the city. Many major roadway intersections go dark and create a major hazard to the motoring public and must be manned by police officers for traffic control. By retrofitting strategic intersections for emergency generators, the city will be better prepared with adequate traffic control plans without the associated dangers to employees.
- \$38,500 for the purchase of an add-on Endpoint Detection Response (EDR) to the current **anti-virus software** (Provide Sustainability and Adaptability 8.1). EDR uses artificial intelligence, machine learning, behavioral analysis for endpoint protection. It is a multi-layer holistic approach for prevention, detection, and remediation that will protect the city's technology systems.
- \$58,313 allows IT to begin an annual **800 MHZ radio support program** by contracting with an 800 MHZ radio provider that will ensure radios have annual firmware updates and preventative maintenance (Provide Sustainability and Adaptability 8.1). The city made a large investment of \$2.7M in 800 MHZ radios in FY17 and those radios are now requiring attention.
- \$18,429 allows for the establishment of an **800 MHZ radio battery replacement program** city-wide (Provide Sustainability and Adaptability 8.1). The life expectancy for the radio's battery is 5 years and this funding will allow departments to replace batteries each year ensuring the radios are ready for use in an emergency event.
- \$59,600 allows for a part-time **civilian fire inspector** position (Create a Safe Place 3.1). Inspection numbers are growing with new inspection requests of roughly 7,000 per year (pre-pandemic) between occupancy and construction inspections. The pandemic slowed inspections down as restrictions were tightened but development did not slow at the same rate. There are now approximately 1,600 inspections on back-log. The current team of full-time inspectors (FTE= 6) will continue to work on the new requests entering the system whereas the new part-time inspector's focus will be to reduce the backlog. It is estimated that the part-time inspector will be able to complete 100 inspections per month.
- \$37,395 funds a **Sr. Grants Accountant** to help comply with grant accounting operations and activities (Provide Sustainability and Adaptability 1.1). This position will be pivotal in ensuring the city's funding spent on emergencies are reimbursed per the Federal and State guidelines.

Other Strategic Plan Initiatives

Linked to the strategic plan's focus area Foster a Prosperous, Thriving Economy 2.1, the *FY22 Recommended Budget* represents the continuation of the 3rd year of a three-year commitment to the city's funding for partners in the economic development and cultural arts sphere. Funding for these agencies totals \$514,290.

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Recommend
Economic Civic Partners				
<i>Economic Development (Direct)</i>				
Wilmington Business Development	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000
Wilmington Downtown, Inc.	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Wilmington Regional Film Commission	\$ 121,890	\$ 121,890	\$ 121,890	\$ 121,890
Entrepreneur Center	\$ 71,400	\$ 71,400	\$ 71,400	\$ 71,400
<i>Cultural and Recreation (Non-direct)</i>				
Downtown Business Alliance	\$ -	\$ 10,000	\$ 5,000	\$ 10,000
Arts Council	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Cameron Art Museum	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
YWCA Lower Cape Fear	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Cucalorus Film Foundation	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
Wilmington Children's Museum	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Wilmington Jewish Film Festival	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Total Economic Civic Partner Agencies	\$ 504,290	\$ 514,290	\$ 509,290	\$ 514,290

In addition to the above contributions, a one-time general contribution (\$10,000) to the **Cameron Arts Museum** to help with public education and outreach is recommended. FY23 will allow for the museum to request additional funding through the city's scheduled Civic Partner process.

Funding of \$13,640 allows the Fire Department to install **Cradlepoint** technology on the fire apparatus to aid in GPS and cellular signals, allowing the CAD system to automatically locate the apparatus and dispatch accordingly (Create a Safe Place 6.1).

Funding in the amount of \$65,808 for a **Digital Engagement Coordinator** position. During the 2020 calendar year, several media platforms have experienced significant growth in usage by residents, including a 287% increase in inbound messages to more than 21,000. The combined number of followers across social platforms increased by 17% to 99,055. These platforms have become a primary means by which many citizens interact with the city. Timely staff response to such messages is critical (Provide Sustainability and Adaptability 1.1).

Greenfield Lake is the City's largest and most accommodating park with many passive and recreational opportunities. The popularity of the park has grown over the years. To ensure visitors feel safe, a **Park Ranger** is recommended totaling \$84,513 (Provide Sustainability and Adaptability 1.1). The ranger will be visible and present to aid the park users throughout the day and have a direct line to the police department if needed.

Riverfront Park is slated to open in the summer of 2021. Two **Grounds Technician** positions (\$40,050) are recommended to handle all landscaping/grounds maintenance, amenities maintenance, custodial duties, trash, and debris removal to include restrooms, lawns, gardens, enhanced utilities and promenades, landscaping, site furnishings (Provide Sustainability and Adaptability 1.1).

An **Assistant Director of Community Services** (\$96,936) is proposed to help spread the management of recreational activities oversight as well as and facilitate capital improvement projects (Provide Sustainability and Adaptability 1.1).

Continuing Core Services

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

- Funding totaling \$9,590 allows Engineering to purchase the **Trimble Business Center software**. Currently, data is manually transferred from multiple systems leaving potential user errors to be introduced into the survey process.
- Funding totaling \$12,589 allows Engineering to replace an aging **plotter**.
- Funding totaling \$10,500 allows for the purchase of **Debt Book software** for Finance to comply with the new GASB 87 Lease Standard effective July of FY22. City leases that fall into the required criteria will have to be capitalized for the entire term of the lease and recorded on the financial statements the year it is effective.
- Funding totaling \$280,00 will allow the IT infrastructure to accommodate virtual and hybrid work environments by **migrating from Microsoft Communications Software to TEAMS**. A third-party contractor (\$108,000) is necessary to ensure the process is done effectively. Microsoft Skype will soon be unsupported. Once migrated the TEAMS licensing costs is \$172,000 annually.
- Funding totaling \$23,860 begins a three-year **Mounted Unit Horse Replacement Plan**. The Mounted Unit team consists of three horses ranging from 17-19 years old. The horses are approaching retirement and WPD is addressing this transition.
- Funding totaling \$86,552 authorizes WPD to adjust the current **handgun contract** to upgrade weapons to a Generation 5 handgun with accessories to include holographic sighting, lighting system and holster. Upgrading to the newest generation of handguns allows for the latest technological advances in sighting and lighting systems.
- Funding totaling of \$37,165 has been recommended for increases to **existing maintenance and service contracts**. The increase was partially offset by a reduction in the recently rebid HVAC Preventative Maintenance Contract by \$16,720.
- Funding totaling roughly \$162,070 allows departments to **replace vehicles** not previously in the Fleet replacement fund (3 vehicles in Fire and 1 vehicle in Stormwater).

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

Debt Service




FY22 continues the fifth year of the 2nd 80/20 Debt Service CIP. It also continues the voter approved Parks Bond projects, the Water Street Collaboration, now referred to as River Place, the 80/20 Debt Service for the 1st CIP and the voter approved Transportation Bond projects. Streets and sidewalk, public facilities, infrastructure maintenance and park improvements projects continue to be funded through the implementation of the Capital Improvement Plan. This budget allocates \$0.0713 of the tax rate or \$15,293,605 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 future support of the projects. It includes the payment of principal and interest costs for already approved and committed capital projects.

80/20 Capital Improvement Plan







The *FY22 Recommended Budget* appropriates \$29,870,415 in projects related to Streets and Sidewalks, Parks and Recreation, Public Facilities-Buildings, Public Facilities-Parking and Stormwater. These appropriations continue the 5th year of the 2nd 80/20 Capital Improvement Plan, FY18-FY23.

The Capital Improvement Plan incorporates changes in the 2nd CIP as pressing needs were identified and addressed. The following discussion highlights projects already appropriated but require more funding to complete and identified projects that staff believes are Council priorities requiring funding in FY22. To identify these, the following codes will help:

-  = Planned CIP funding
-  = New identified need
-  = Use of Unassigned Fund Balance over 30%

- The FY22 general fund shifts to the CIP funds support the following:
 -  Street Rehabilitation will receive an additional \$3.5M to be used to further substantiate the street rehabilitation program with more significant efforts on proactive/preventative practices (pavement rejuvenation, sealing and micro surfacing). The plan is to use the additional funding to target collector type streets with a pavement condition index (PCI) score of 70 and above and local streets with a PCI of 60 and above with these proactive/preventative practices. In total, in FY22, the Street Rehabilitation program is recommended at \$8,355,543.
 -  An additional \$78,050 in the Building Maintenance project (\$783,719 total in FY22), allows Public Services to continue to respond to maintenance needs.
 -  The Rail Realignment Project works with multiple partners to secure funding. The budget includes \$3.5M to be housed in a Rail Realignment Project, responding to opportunities to move the project forward. The local preliminary cost share is 10% of the project which is estimated to be around \$60M. The \$3.5M represents about 5% of the local total estimated cost and will begin to build the funding required for this significant project.
 -  Facility Condition Assessment at a cost of \$81,390 will guide Buildings staff in the maintenance prioritization process focusing on the oldest city facilities.
 -  City Hall/Thalian Hall multi-year funding plan in its second of three years, totaling \$606K to includes stage floor, carpet and door access upgrades in FY21 at a cost of

City Hall / Thalian Hall		
Stage floor	\$ 45,000	FY21
Carpet	\$ 80,000	FY21
Door	\$ 70,000	FY21
Dressing room	\$ 80,000	FY22
Lobby lighting and electrical	\$ 72,000	FY22
Dressing room final	\$ 259,000	FY23
Plan total	\$ 606,000	

- \$195K, lobby lighting and beginning the dressing room renovation in FY22 estimated to total \$152K and finalizing the dressing rooms in FY23 for a total of \$259K.
 -  City Pool Assessment project at \$80,000 will fund a needed ground water flow assessment for the Northside pool.
- Additionally, some projects were identified requiring adjustments to the planned FY23 CIP that requires future general fund transfers.
 -  The third and final year of the Thalian Hall/City Hall interior project at \$259K to finalize dressing room renovations.
 -  Funding of \$29,100 to finalize the ADA Compliance project.
 -  A Generator Replacement Study at \$65,720.
- Identified projects funded through Debt Capacity in FY22 are as follows:
 -  Additional funds of \$1.32M to finalize the MLK Center Expansion and Improvement project, originally funded by Parks Bond monies.
 -  \$1M in debt capacity funds to finalize the Riverfront Park Phase IA project.

These changes and more can be found in the CIP section of the recommended budget document.

Enterprise Funds

The FY20 **Recycling and Trash Services'** budget put in place strategic measures to delay implementing a rate increase. They are as follows:

- the loan prepayment associated with the 18 packer trucks that were purchased in prior years
- the upfront payment of 4 replacement packer trucks purchased in FY20 avoiding reoccurring costs
- a reduced indirect costs charge related to services rendered by general fund departments

These strategies were put in place until the rate study was completed in FY21. On-going non-discretionary costs continue to increase. The study has shown that the fund needs a rate increase to remain solvent. FY22 requires a 4% rate adjustment to be effective January of 2022. There are many fees that will adjust; however, the most popular are provided below:

- 95 Gallon Trash Cart will cost \$27.35 in FY22 up from \$26.29
- 35 Gallon Trash Cart will cost \$22.22 in FY22 up from \$21.36

An expected challenge in developing the FY22 budget relates to the disposal costs. A recommendation by the NHC Landfill Director recommends a \$52 per ton **refuse tipping fee**, a \$2 increase from the existing rate of \$48 per ton, resulting in an increase of \$123,988 in the budget. An estimated reduction for the **recycling tip fee** per ton is expected from the existing \$44 per ton down \$4 to \$40 per ton resulting in a reduction of \$9,640. And the cost for **yard waste disposal** is estimated at \$24.19 per ton an increase of \$3.49 from the FY21's rate of \$20.70 resulting in a \$18,165 increase in the budget.

The budget continues \$20,000 in funding to support a contracted **alley maintenance program** piloted in FY18 that results in the trimming of debris in alleyways that Recycling and Trash Services vehicles frequent.

Lastly, the budget continues the revenue transfer in from the General Fund for the **Rover Bulky program** totaling \$38,366, an increase of \$8,500, which will support the partnership with Police and Code Enforcement to clean up illegal dumping sites in targeted neighborhoods. To highlight FY21 to date, the program performed 20 bi-weekly sweeps as of April 26, 2021. This included removal of instances of dumping in public rights-of-way from 1,846 sites totaling 158 tons of refuse.

The budget also funds \$42,199 in **Electric Packer** operating needs initiated by a grant opportunity for the city to become one of the first municipalities on the East Coast to operate an all-electric, zero emission trash collection vehicle. The Fleet Lease costs are estimated to increase by \$46,199 and the expected electricity cost is anticipated to increase by \$5,000; however, this increase is offset by an expected reduction in fuel of \$9,000 for a total budget increase of \$42,199.

Recycling & Trash Services budget will also fund Phase 2 of the **consultant study** for a rate and revenue model development, and various operational analyses. This one-time budget increase of \$100,000 to conduct a route optimization study, and additional research on operations procedures and their effect on finances and customer satisfaction.

Funds appropriated in the Recycling & Trash Services Fund in FY20 for the purchase of four packer trucks were not used as budgeted. Instead, the purchases were made using Fleet Funds. This transfer totaling \$727,400 repays the costs incurred in the Fleet fund.

The FY22 Recycling and Trash Services fund is balanced at \$11,128,014 of which \$1,117,143 of unassigned fund balance is included. The expected unassigned fund balance as of June 30, 2022, is projected to be \$4,851,601 or 43.60% of FY22 projected expenditures.

The **Stormwater Management** fund's rate model requires a 1% rate increase for equivalent residential unit (ERU). The rate for FY22 will increase from \$8.35 per ERU to \$8.43 per ERU. The financial rate model builds funds to accommodate the capital needs associated with the city's stormwater system. The FY22 **budget transfers** \$2,975,000 to the Capital Improvement Plan in FY22: \$1,500,000 for annual storm drain rehabilitation and \$1,475,000 for the Whispering Pines drainage improvement project.

A few other highlights include funding for a **new vehicle** for the Engineering Technician totaling \$31,997. The operations yard has been the disposal area for debris related to vegetative, sweeper and ditching. \$50,000 is budgeted to hire contractors to assist with the **debris removal and clean-up** hauling the material to the New Hanover County Landfill. An added safety tool related to the purchase of **automated traffic signals** totals \$25,000. The traffic signal equipment will eliminate the need for human flagmen and thereby save on labor cost and enhance safety for workers and motorists. And there is \$443,021 in funding to **accelerate the replacement** of four pieces of equipment (i.e., slope mowers (2), excavator, Vac Con) experiencing longer downtimes and mechanical failures with high maintenance costs. Early replacement was needed to better serve the needs of the department.

The Stormwater Management fund is balanced at \$12,852,468. The unassigned fund balance in the Stormwater Fund as of June 30, 2022, is expected to be \$10,665,395 or 82.98% of FY22 projected

expenditures. Due to the capital-intensive nature of the Stormwater Management Program, a higher fund balance than the normal policy of 15-20% is expected.

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 as well as smart growth and development. The **Parking Facilities** Fund provides comprehensive parking management contracted services for 82 blocks: on-street metered (973 spaces), time-limited (79 spaces), historic residential district parking program (300 spaces), and off-street - 2 parking decks (959 spaces) and 2 surface lots (141 spaces) and City office lots. In FY21 the RiverPlace parking deck (404 spaces) opened and 60+ on-streets parking blocks for general on-call parking enforcement were added.

Some FY22 budget highlights include recognizing an increase to **Indirect Cost charges** in the amount of \$26,541. The increase primarily relates to the Administrative Technician, funded by the Parking fund, but works on projects and operating activities serving the Economic Development Manager. There is an increase of \$23,774 in response to increased **bank fees**. Since the pandemic, credit card usages have increased from 49% to 61% causing the charges for bank fees to increase. This trend is expected to continue. The budget is responding to a **contract increase** (\$64,805) expected with Lanier Parking related to on-street parking management as well as the Second Street, Market Street and River Place parking decks and the Second Street lot. The budget also continues the transfer of \$51,000 to a Parking Facilities Capital Improvement Fund building up funds to help **security cameras replacement**. These funds will be on-going annually to the capital improvement project.

The Parking Facilities Fund is balanced at \$5,974,812. The fund's unassigned fund balance as of June 30, 2022, is projected to be approximately \$2,765,028 or 33.99% of FY22 budgeted expenditures. Parking is also a capital-intensive fund, and a fund balance higher than the normal 15%-20% is expected.

The **Municipal Golf Course's** (Muni) recommended budget, totaling \$1,693,796, is \$149,159 or 9.7% greater than the FY21 adopted budget. A rate study was completed in FY21 and presented to Council in March. A rate increase is not suggested at this time until golf course participants can provide feedback on what direction the course should take. It is estimated the FY23 budget will have some rate increases recommended.

The course has been experiencing a high rate of use during the pandemic. **Operating costs** have increased by roughly \$67,541 to response to equipment lease, bank charges, utility costs and concession resale purchases. Additionally, \$12,600 was budgeted to respond to **janitorial needs** at the course to ensure daily cleaning by qualified staff is provided for the public. An adjustment is made totaling \$52,260 in **indirect charges** for services rendered from the General Fund central service departments.

The Municipal Golf Course's unassigned fund balance as of June 30, 2022, is projected to be approximately \$575,706 or 33.99% of the FY22 budgeted expenditures.

Municipal Service District Fund

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. The FY22 budget reflects a real property reappraisal year. The county reassessed all properties this past year and provided a valuation of \$836,700,000 for the MSD. This valuation represents a 34.2% increase (N=\$213,130,000) in assessed values from FY21. The FY22 revenue-neutral tax rate for the Municipal District is 5.22 cents per \$100 assessed value. Adding the allowed growth adjustment of 4.9% brings the new MSD tax rate to 5.47 cents per \$100 assessed value. This is 1.53 cents less than the FY21 property tax rate of 7 cents per \$100 assessed value. The value of one cent equates to \$82,929 after being adjusted for the collection rates of roughly 99.5%.

On February 18, 2021, the MSD Advisory Committee endorsed the *FY22 Recommended Budget* with a sustained focus on improving the Ambassador program through the public safety program and the continuation of the cleaning, physical appearance, and marketing service programs. The one additional budgetary consideration which came after the Committee's endorsement was funding to **repaint the fire hydrants** in the downtown district at a cost of \$3,000. The next meeting is scheduled for May 21, 2021, where that item will be first on the agenda.

Total expected FY22 revenues equal \$618,155 of which \$453,691 is Ad Valorem revenues. The FY22 budget for the service contract budget totals \$562,692 and is \$18,000 or 33% higher than the FY21 Adopted service contract funding due to growth in both property and sales tax. The fund continues to budget a reserve for unforeseen needs and includes fees to New Hanover County for revenue collections.

It should be noted that the MSD funds can be spent on improvements to the district area for things above and beyond what is provided by the city. The funding generated by the service district is not guaranteed funding to any service contract manager and can be used by the city to provide said services if deemed appropriate.

Not Included

Although the *FY22 Recommended Budget* includes several items related to the city's strategic priorities, there are items that were not funded because the revenue resources were not available. Those items the budget did not address at the requested level include:

- Additional software expansions enhancing employee and customer interface
- Additional number of cyber security measures
- Funding for additional positions related to increase demand in core services
- Funding appropriate office space to house the growing number of city employees

It should be noted that there were no major service reductions authorized in this fiscal plan even with limited resources.

Commitment

The process of developing and balancing a nearly \$241.8M operating budget is not effortless. Yet the administration continues to strive to meet that challenge. The city is committed to creating financial resiliency in preparation for the challenges that we will face in the years to come. We must continue to challenge each other and our systems, policies, and methods of operation to ensure our taxpayer dollars are used efficiently and responsibly, especially in this time of economic uncertainty.


As the General Assembly convenes and deliberates the future regarding various revenue streams for local governments, we will move forward conservatively to remain flexible and proactive in our efforts to maintain quality services. We will continue to engage all employees in our efforts to make sure we provide quality and efficient services to citizens and that we represent the core values established by the city in the conduct of business. The Covid-19 pandemic has challenged the city both financially and in the manner we deliver services, all this on the heels of Hurricane Florence recovery efforts. Strategic measures to ensure the revenues and expenditures are balanced at year end is the priority in the FY22 budget year.

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. As no reasonably objective budget can be prepared without staff support. I wish to share my special thanks to all the city departments and, particularly, budget staff for their hard work and efforts.

It has been a pleasure and my honor to serve the City of Wilmington for all these years. I can proudly say that over the years, working with each changing Council and workforce, we made a difference. It is with mixed emotions that I respectfully submit my last recommended budget to Council.

The *FY22 Recommended Budget* to Council is hereby submitted for consideration. We stand ready to discuss this recommended budget with you.

Respectfully submitted,



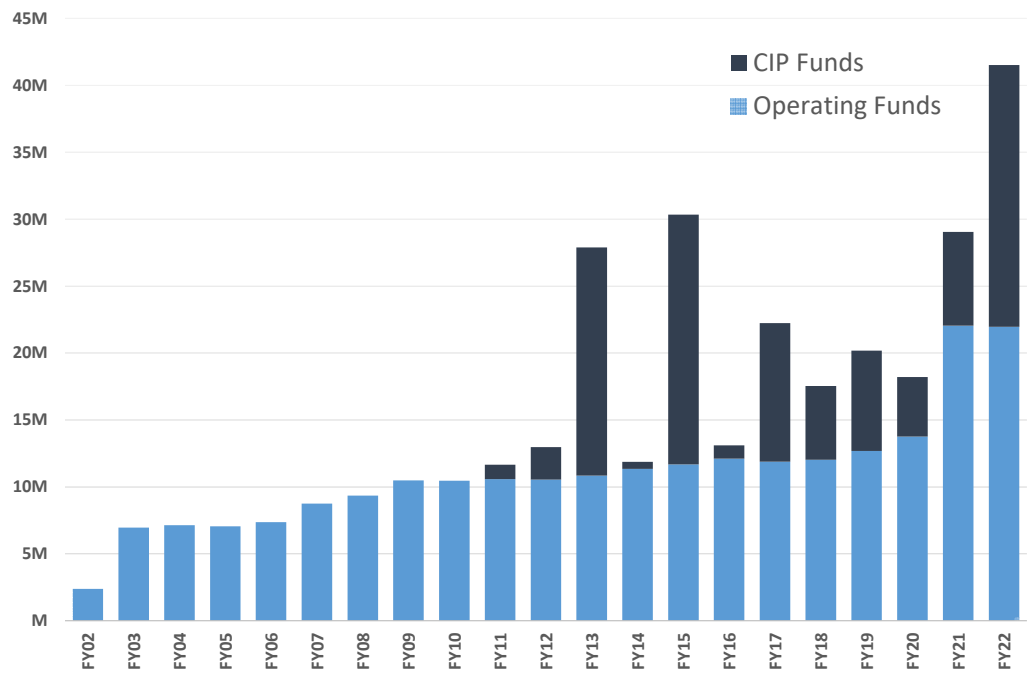
Sterling B. Cheatham
City Manager

TRANSPORTATION

SERVICE HIGHLIGHT

The Transportation Service Highlight is an opportunity to showcase the commitment to building and maintaining the city's transportation infrastructure.

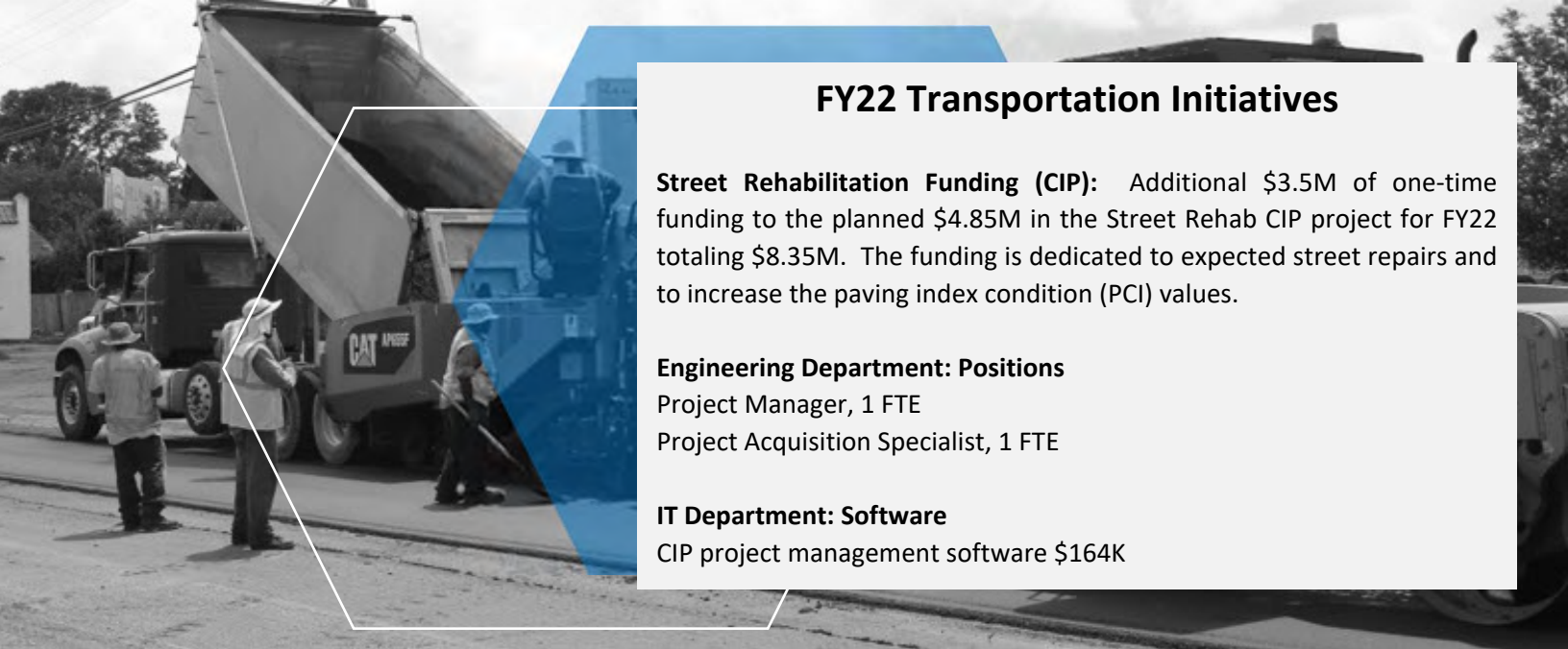
CITY OF WILMINGTON FUNDING DEDICATED TO TRANSPORTATION



City funding dedicated to Transportation varies and is categorized as operating or Capital Improvement.

Operating funds include Traffic Engineering, Public Services Streets division, City Surveyor's time working with Traffic Accidents, Traffic Investigators, Stormwater streets and drainage division, the city's contribution to transportation efforts such as the regional MPO, the Safelight program and WAVE transit, as well as funding devoted to the Rail Realignment program.

The Capital Improvement funds include all funding appropriated to the Streets and Sidewalks and the Stormwater capital funds over time.



FY22 Transportation Initiatives

Street Rehabilitation Funding (CIP): Additional \$3.5M of one-time funding to the planned \$4.85M in the Street Rehab CIP project for FY22 totaling \$8.35M. The funding is dedicated to expected street repairs and to increase the paving index condition (PCI) values.

Engineering Department: Positions

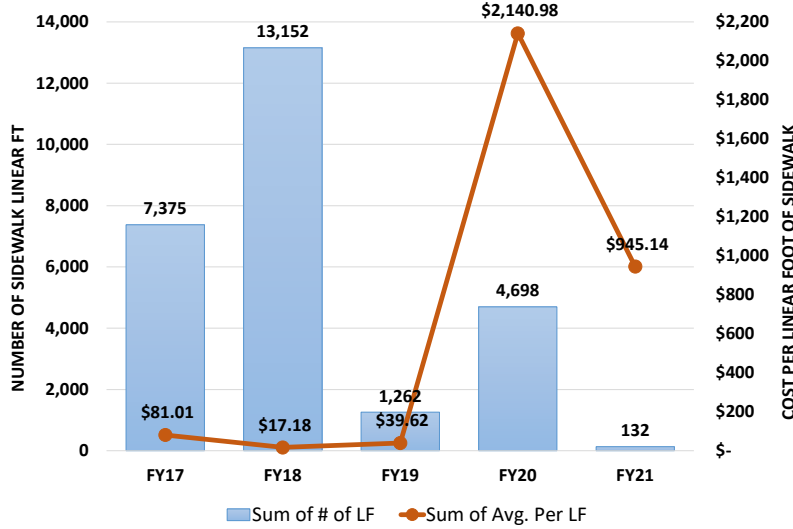
Project Manager, 1 FTE

Project Acquisition Specialist, 1 FTE

IT Department: Software

CIP project management software \$164K

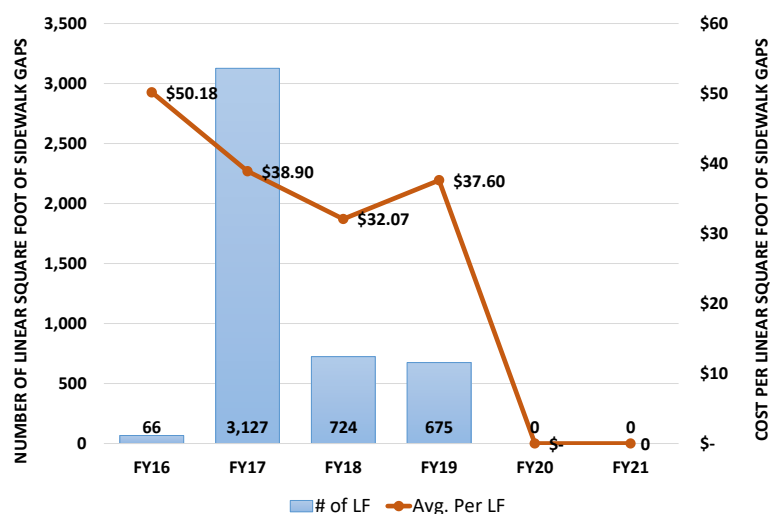
5 Year Sidewalk Projects History



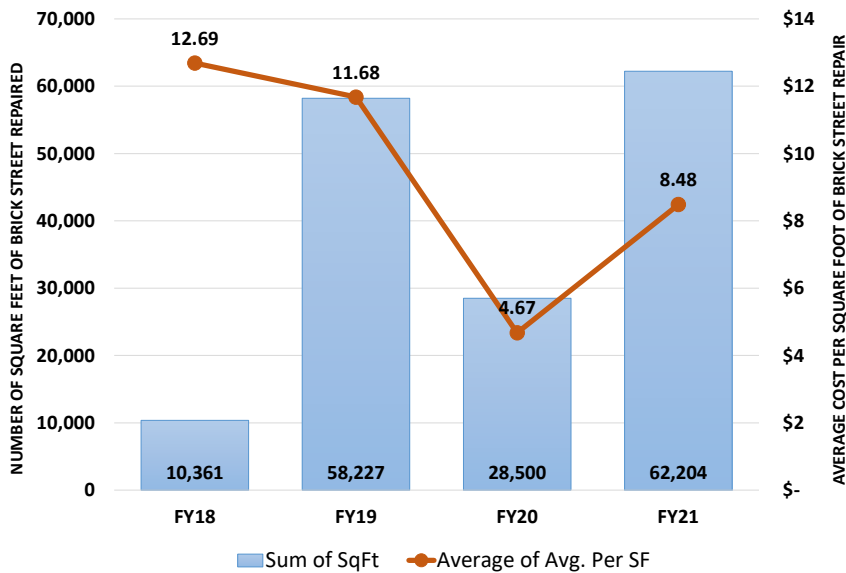
The Sidewalk Project history captures data from design, bid, build projects managed by the Engineering Department. This typically includes complex projects to include new construction and sidewalk gaps. These projects have the potential to include ramp, curb and gutter and retaining walls. These projects are funded in a variety of ways to include the Transportation Bond, NCDOT, and the city's Capital Improvement Program.

Sidewalk gap repairs and completion not deemed necessary for the design, bid, build process are often managed in-house or by a contractor managed by the Streets division. These repairs are funded either through the Streets division operating funds or the Street Rehab or other capital projects. Due to Hurricane Florence and labor shortages, sidewalk gap repair by in-house crews fell to zero in FY20 and FY21.

6 Year Sidewalk Gap Repair/Completed History



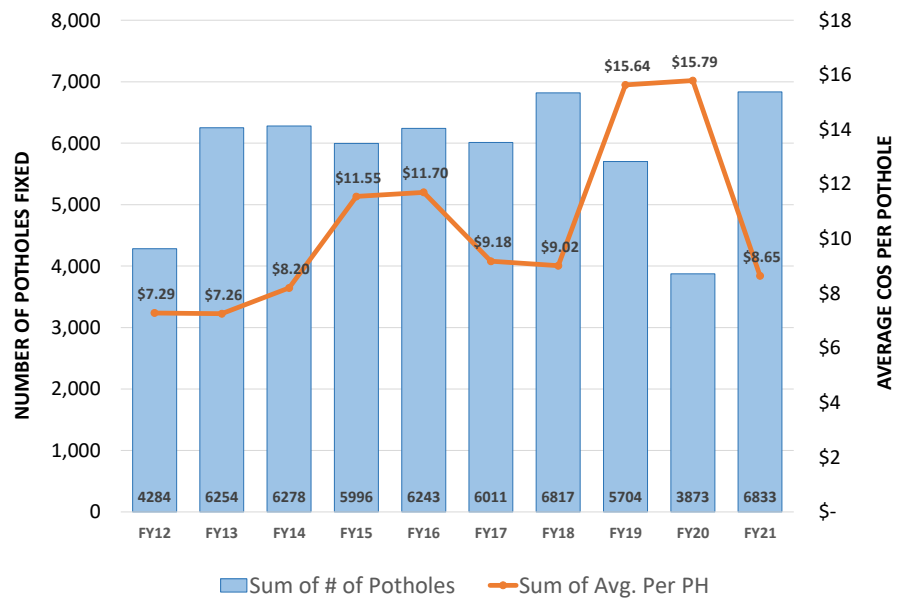
4 Year Brick Street Repair History



Brick Street repair history shows the beginning of an effort by the city to replace and/or restore brick streets in the downtown area. A policy adopted via resolution February 7, 2017, details the requirements for brick streets and brick under asphalt streets, provisions for an official brick and stone streets policy map with annual updates, and requirements for handling of bricks or stone when disturbed.

The pothole data shown to the right details the effort by the Streets division to maintain a vast network of city streets. The higher costs in FY19 and FY20 is attributed to more labor and time needed due to loss of use of a pothole truck for multiple months. When costs are low it is due to most repairs being done by pothole patch truck, which equates to one laborer and one machine, thus low material costs. In FY21, two pothole repair trucks were authorized. FY21 also marked the beginning of the use of a new work order system.

10 Year Pothole History



Transportation Bond

Project Status

Project Name	Project Phase	Start (Orig)	Start (Adjusted)	Schedule Status
Roadway: Hurst Dr Extension (Kerr Ave/College Rd)	Deferred	N/A	N/A	N/A
Streetscape: North Front St (Chestnut St/Walnut St)	Design	2020	2019	▲
Trail: Greenville Loop Rd (College Rd/Wrightsville Ave)	Design	2020	2019	▲
Intersection: Racine Dr at New Center Dr Right Turn Lane	Design	2020	2018	▲
Trail: Kerr Ave (Randall Pkwy/College Rd)	Design	2016	2016	▬
Sidewalk: 17th St (Wooster St/Greenfield St)	Design	2017	2018	▼
Crosswalk: 16th St & Dawson St	Design	2016	2018	▼
Crosswalk: 17th St & Dawson St	Design	2016	2018	▼
Intersection: Oleander Dr & Pine Grove Dr Realignment	Design	2019	2016	▲
Intersection: Pine Grove Dr at MacMillan Ave	Design	2019	2016	▲
Intersection: Pine Grove Dr at Greenville Loop Rd	Design	2018	2016	▲
Intersection: Pine Grove Dr at Holly Tree Rd	Design	2018	2016	▲
Streetscape: Dawson St & Wooster St	Design	2015	2015	▬
Crosswalk: 8th St & Dawson St	Design	2015	2015	▬
Crosswalk: 8th St & Wooster St	Design	2015	2015	▬
Sidewalk: Oleander Dr #1 (Hawthorne Rd/42nd Ave)	Design	2017	2017	▬
Sidewalk: Oleander Dr #3 (Wooster St/Mimosa Pl)	Design	2017	2016	▲
Roadway: Eastwood Rd Access Management (Phase 2)	Design	2020	2016	▲
Streetscape: Carolina Beach Road (Burnett Blvd/Shipyard Blvd)	Design	2020	2015	▲
Trail: Masonboro Loop Rd (Pine Grove Dr/Navaho Trail)	Design	2016	2016	▬
Intersection: Wrightsville Ave at Wallace Ave	Design	2018	2016	▲
Sidewalk: Wrightsville Ave #1 (44th St/Independence Blvd)	Design	2018	2017	▲
Sidewalk: Wrightsville Ave #3 (College Rd/Hawthorne Dr)	Design	2018	2017	▲
Sidewalk: Wrightsville Ave #2 (Castle St/Independence Blvd)	Construction	2018	2018	▬
Roadway: Eastwood Rd Access Management (Phase 1)	Complete	2020	2015	▲
Sidewalk: Oleander Dr #2 (Pine Grove Dr/College Rd)	Complete	2019	2017	▲
Trail: College Rd (Holly Tree Rd/South 17th St)	Complete	2015	2015	▬
Sidewalk: Delaney Ave (Wellington Ave/Glen Meade Rd)	Complete	2019	2017	▲
Sidewalk: Fairlawn Dr (Barclay Hills Dr/Kerr Ave)	Complete	2015	2015	▬
Sidewalk: Clover Road (Fairlawn Dr/McClelland Dr)	Complete	2015	2015	▬
Sidewalk: McClelland Dr (Saint Rosea Rd/Kerr Ave)	Complete	2015	2015	▬
Sidewalk: Gleason Rd (Fairlawn Dr/McClelland Dr)	Complete	2015	2015	▬
Sidewalk: North 23rd St (Princess Pl/Belvedere Dr)	Complete	2016	2015	▲
Sidewalk: Dawson St Sidewalk (Wrightsville Ave/Oleander Dr)	Complete	2015	2015	▬
Crosswalk: Kerr Ave & Wilshire Blvd	Complete	2016	2015	▲
Crosswalk: College Rd & Wilshire Blvd	Complete	2016	2015	▲
Roadway: Love Grove Memorial Bridge	Complete	2015	2015	▬

Transit: Public Transportation by Cape Fear Public Transit Authority (\$656,008.15 of \$2M spent as of 07/29/2021)

Crosswalk: Holly Tree & College Rd transferred from Transp Bond to STP-DA/45W200 (08/18/2015)

▲ Ahead of schedule
▬ On original schedule
▼ Behind original schedule

Data Collection

The funding table on the first page of the Service Highlight was compiled from a combination of appropriated funds in adopted years from the Financial System as well as data gathered from departments on time spent in different functions. This data was pulled as far back as 1990.

Measures data (subsequent pages) was collected from the Engineering and Public Services departments utilizing in-house and contracted work, project work, etc. There is no one data warehouse in the organization but as capital projects were included in a multi-year plan, departments began to refine measures data collection. The first CIP was adopted FY13. Data continues to be refined and communicated amongst departments.

BUDGET SUMMARY

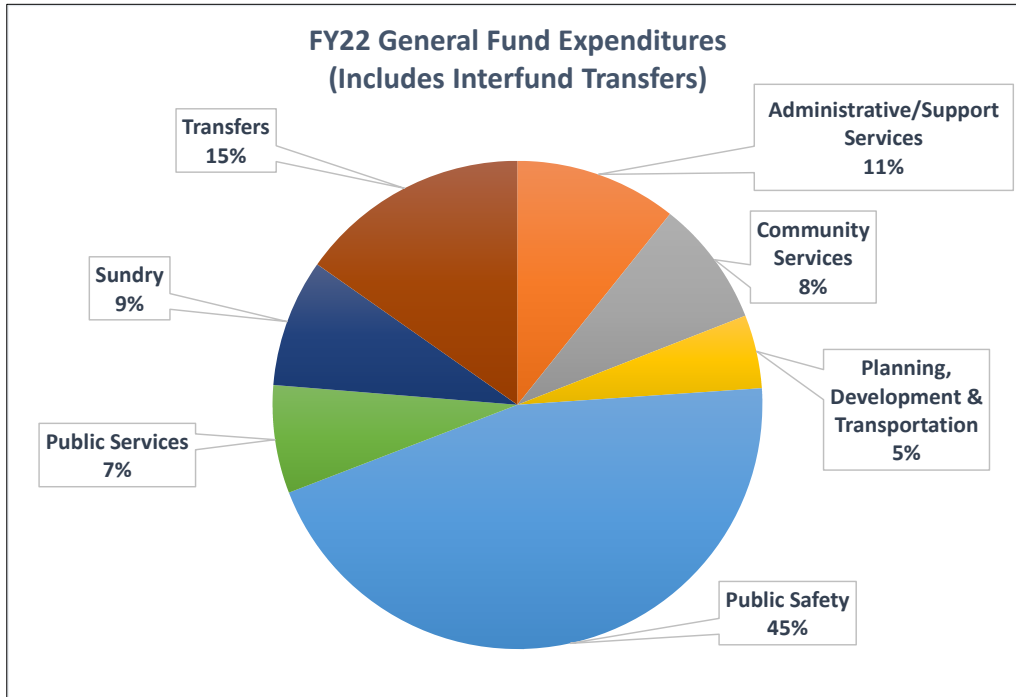
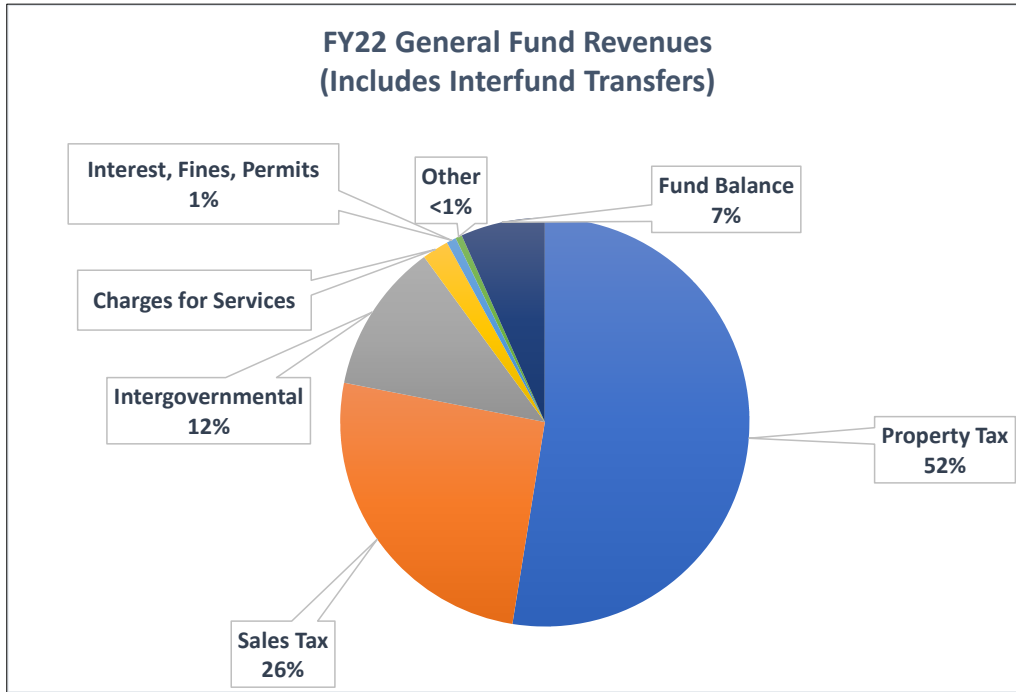
REVENUE AND EXPENDITURE TRANSFER SCHEDULE

		Total Revenues	Less Approp Fm Other Funds	Net Revenue	Total Expenditures	Less Approp To Other Funds	Net Expenditure
Operating Funds							
100	General Fund	\$ 127,516,557	\$ -	\$ 127,516,557	\$ 127,516,557	\$ 18,062,959	\$ 109,453,598
500	Stormwater Mgmt Fund	\$ 12,852,468	\$ -	\$ 12,852,468	\$ 12,852,468	\$ 2,975,000	\$ 9,877,468
560	Recycling and Trash Fund	\$ 11,128,014	\$ 38,366	\$ 11,089,648	\$ 11,128,014	\$ 727,400	\$ 10,400,614
	Subtotal	\$ 151,497,039	\$ 38,366	\$ 151,458,673	\$ 151,497,039	\$ 21,765,359	\$ 129,731,680
Program Funds							
210	Special Purpose Fund	\$ 3,397,354	\$ 731,792	\$ 2,665,562	\$ 3,397,354	\$ -	\$ 3,397,354
220	Convention Ctr Operating Fund	\$ 6,621,736	\$ -	\$ 6,621,736	\$ 6,621,736	\$ -	\$ 6,621,736
223	CDBG Fund	\$ 1,055,662	\$ -	\$ 1,055,662	\$ 1,055,662	\$ -	\$ 1,055,662
224	CDBG/HOME Grant & Loan Fund	\$ 725,195	\$ 118,180	\$ 607,015	\$ 725,195	\$ -	\$ 725,195
225	HOME Partnership Fund	\$ 1,350,702	\$ -	\$ 1,350,702	\$ 1,350,702	\$ -	\$ 1,350,702
550	Parking Facilities Fund	\$ 5,974,812	\$ 1,926,239	\$ 4,048,573	\$ 5,974,812	\$ 51,000	\$ 5,923,812
570	Golf Course Fund	\$ 1,693,796	\$ -	\$ 1,693,796	\$ 1,693,796	\$ -	\$ 1,693,796
610	Fleet Maintenance & Repl Fund	\$ 10,002,526	\$ 727,400	\$ 9,275,126	\$ 10,002,526	\$ -	\$ 10,002,526
650	Technology Replacement Fund	\$ 1,452,050	\$ 448,349	\$ 1,003,701	\$ 1,452,050	\$ -	\$ 1,452,050
	Subtotal	\$ 32,273,833	\$ 3,951,960	\$ 28,321,873	\$ 32,273,833	\$ 51,000	\$ 32,222,833
Debt Service Fund							
150	Debt Service Fund	\$ 27,977,672	\$ 9,334,832	\$ 18,642,840	\$ 27,977,672	\$ 7,018,395	\$ 20,959,277
	Subtotal	\$ 27,977,672	\$ 9,334,832	\$ 18,642,840	\$ 27,977,672	\$ 7,018,395	\$ 20,959,277
Special District							
215	MSD	\$ 618,155	\$ -	\$ 618,155	\$ 618,155	\$ -	\$ 618,155
	Subtotal	\$ 618,155	\$ -	\$ 618,155	\$ 618,155	\$ -	\$ 618,155
Capital Project Fund (Not of Debt)							
331	CP - Streets and Sidewalks	\$ 16,584,899	\$ 9,189,544	\$ 7,395,355	\$ 16,584,899	\$ -	\$ 16,584,899
333	CP -Parks and Recreation	\$ 2,815,283	\$ 1,158,592	\$ 1,656,691	\$ 2,815,283	\$ -	\$ 2,815,283
334	CP- Stormwater/Drainage	\$ 7,444,233	\$ 2,975,000	\$ 4,469,233	\$ 7,444,233	\$ -	\$ 7,444,233
339	CP- Parks and Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
502	CP- Public Facilities	\$ 2,975,000	\$ 2,135,460	\$ 839,540	\$ 2,975,000	\$ -	\$ 2,975,000
552	CP- Parking Facilities	\$ 51,000	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ 51,000
572	CP- Golf Course Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 29,870,415	\$ 15,509,596	\$ 14,360,819	\$ 29,870,415	\$ -	\$ 29,870,415
	Total All Funds	\$ 242,237,114	\$ 28,834,754	\$ 213,402,360	\$ 242,237,114	\$ 28,834,754	\$ 213,402,360

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

GENERAL FUND BUDGET SUMMARY (INCLUDING INTERFUND TRANSFERS)

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUES					
PROPERTY TAX	\$ 62,737,901	\$ 64,273,794	\$ 64,273,794	\$ 66,782,516	3.9%
SALES TAX	\$ 30,118,041	\$ 28,310,354	\$ 28,310,354	\$ 32,485,457	14.7%
UNRESTRICTD INTERGOV	\$ 11,996,980	\$ 12,320,934	\$ 12,320,934	\$ 12,000,855	-2.6%
RESTRICTED INTERGOV	\$ 9,041,511	\$ 3,164,111	\$ 3,164,111	\$ 3,094,361	-2.2%
CHARGES FOR SERVICE	\$ 2,655,229	\$ 2,324,064	\$ 2,331,408	\$ 2,677,664	15.2%
FINES & FORFEITS	\$ 109,275	\$ 125,000	\$ 125,000	\$ 94,500	-24.4%
INTEREST EARNINGS	\$ 803,648	\$ 328,000	\$ 328,000	\$ 40,000	-87.8%
LICENSE FEE & PERMIT	\$ 840,146	\$ 735,000	\$ 735,000	\$ 829,000	12.8%
MISCELLANEOUS	\$ 1,056,751	\$ 374,030	\$ 352,569	\$ 324,669	-13.2%
OTHER TAX	\$ 384,757	\$ 382,000	\$ 382,000	\$ 324,700	-15.0%
APPROPR FUND BALANCE	\$ -	\$ 3,376,519	\$ 10,475,590	\$ 8,862,835	162.5%
Grand Total	\$ 119,744,240	\$ 115,713,806	\$ 122,163,760	\$ 127,516,557	10.2%
EXPENDITURES					
MAYOR AND COUNCIL	\$ 194,793	\$ 237,600	\$ 237,611	\$ 260,850	9.8%
CITY ATTORNEY	\$ 1,038,920	\$ 1,124,592	\$ 1,124,092	\$ 1,312,144	16.7%
CITY CLERK	\$ 240,572	\$ 281,915	\$ 282,424	\$ 298,816	6.0%
CITY MANAGER	\$ 2,390,452	\$ 2,677,212	\$ 2,661,958	\$ 3,022,099	12.9%
HUMAN RESOURCES	\$ 1,076,847	\$ 1,136,991	\$ 1,160,636	\$ 1,172,228	3.1%
FINANCE	\$ 2,090,108	\$ 2,391,169	\$ 2,390,169	\$ 2,610,454	9.2%
INFORMATION TECHNOLOGY SERVICE	\$ 3,634,517	\$ 4,324,448	\$ 4,409,423	\$ 4,933,702	14.1%
COMMUNITY SERVICES	\$ 8,609,254	\$ 10,230,791	\$ 10,325,785	\$ 10,601,781	3.6%
PLANNING DEVELOPMENT & TRANSP	\$ 5,539,861	\$ 5,983,523	\$ 6,044,322	\$ 6,181,018	3.3%
ENGINEERING	\$ 2,819,421	\$ 3,200,607	\$ 3,497,441	\$ 3,569,695	11.5%
POLICE	\$ 35,549,379	\$ 35,835,622	\$ 35,998,562	\$ 37,246,810	3.9%
FIRE	\$ 18,813,326	\$ 20,286,984	\$ 20,429,565	\$ 20,645,973	1.8%
PUBLIC SERVICES	\$ 4,512,348	\$ 5,521,748	\$ 5,709,432	\$ 5,526,525	0.1%
CONTINGENCY	\$ -	\$ 247,500	\$ 212,500	\$ 250,000	1.0%
NONDEPARTMENTAL	\$ 7,954,450	\$ 9,883,984	\$ 14,867,561	\$ 10,520,651	6.4%
TRANSFER TO OTHER FUNDS	\$ 11,634,034	\$ 12,349,120	\$ 13,447,280	\$ 19,363,811	56.8%
Grand Total	\$ 106,098,283	\$ 115,713,806	\$ 122,163,760	\$ 127,516,557	10.2%



FORECAST ASSUMPTIONS AND PROVISIONS

This section presents the financial 5-year financial forecasts for the service funds.

General Fund

The General Fund financial forecast makes the following assumptions and provisions for the FY22 budget and estimated future years as follows:

- FY22's property tax rate was adjusted, in accordance with the countywide revaluation process, to net neutral rate of 37.50 cents and then adjusted by 0.58 to a new ad valorem tax rate of 38.08 cents per \$100 assessed valuation
- A total of \$8,862,835 of appropriated fund balance was budgeted for the following:
 - \$3,500,000 for capital improvement Streets and Rehabilitation project
 - \$3,500,000 for capital improvement Rail Realignment project
 - \$391,440 for other smaller capital improvement projects
 - \$335,720 one-time outside agency funding linked to the Rise Together Initiative
 - \$1,115,675 one-time items related to city operations
 - \$20,000 of restricted fund balance for special travel
- Sales tax revenue is budgeted at approximately 14.7% over the FY21 adopted budget and uses the FY21 monthly actuals collected to calculate FY22 budget.
- General Fund expenditures reflect an increase of 10.1% over FY21 adopted.
- FY22 budget reflects the last year of a 2-year contract commitment for the community partner agencies competitive process. A total of \$626,807 was allocated and represents the same funding amount as FY21. Note this does not include agencies provided one-time funding related to the Rise Together Initiative.
- The provision for a 3% salary and benefits increase across the board was authorized to fund a merit program.
- The FY22 Adopted Budget reflects a net increase of 15.55 positions that includes an increase of 15 full-time positions and a decrease of 0.55 part-time positions.

The forecast estimates for the outyear budgets used trend data or known changes in the budget. The following are those assumptions:

- Property taxes reflect a 2% growth in estimated revenue with no change in rate.
- Sales tax is estimated to realize continued growth in FY23 of 6% and another 6% for FY24. After FY24 there is an assumption the sales tax growth will slow at a rate of 0.5% growth decrease each of the out years thereafter in anticipation for an economic change.
- Compensation is estimated at a 2% increase for each future year.
- Operating expenditures are forecasted based on a 3-year departmental percentage change average.
- Capital Project's operating expenses once on-line are estimated in expenditures.

GENERAL FUND FINANCIAL FORECAST

	Actuals FY20	Adopted FY21	Adjusted FY21	YE Estimates FY21	Adopted FY22	Estimate FY23	Estimate FY24	Estimate FY25	Estimate FY26	Estimate FY27
Revenue										
PROPERTY TAX	\$ 62,737,901	\$ 64,273,794	\$ 64,273,794	\$ 64,831,632	\$ 66,782,516	\$ 68,114,500	\$ 69,473,123	\$ 70,858,512	\$ 72,271,600	\$ 73,712,942
SALES TAX	\$ 30,118,041	\$ 28,310,354	\$ 28,310,354	\$ 30,910,575	\$ 32,485,457	\$ 34,434,584	\$ 36,328,487	\$ 38,326,553	\$ 40,242,881	\$ 42,013,568
LICENSE FEE & PERMIT	\$ 840,146	\$ 735,000	\$ 735,000	\$ 896,603	\$ 829,000	\$ 837,170	\$ 845,422	\$ 853,756	\$ 862,173	\$ 870,675
UNRESTRICTED INTERGOV	\$ 11,996,980	\$ 12,320,934	\$ 12,320,934	\$ 12,935,742	\$ 12,000,855	\$ 12,117,186	\$ 12,261,565	\$ 12,381,651	\$ 12,516,989	\$ 12,654,835
RESTRICTED INTERGOV	\$ 9,041,511	\$ 3,164,111	\$ 3,164,111	\$ 8,322,946	\$ 3,094,361	\$ 3,102,107	\$ 3,116,926	\$ 3,131,819	\$ 3,146,787	\$ 3,161,830
CHARGES FOR SERVICE	\$ 2,655,229	\$ 2,324,064	\$ 2,331,408	\$ 1,984,846	\$ 2,677,664	\$ 2,853,541	\$ 2,877,353	\$ 2,901,404	\$ 2,925,695	\$ 2,950,229
FINES & FORFEITS	\$ 109,275	\$ 125,000	\$ 125,000	\$ 136,908	\$ 94,500	\$ 95,445	\$ 96,399	\$ 97,363	\$ 98,337	\$ 99,320
INTEREST EARNINGS	\$ 803,648	\$ 328,000	\$ 328,000	\$ 44,871	\$ 40,000	\$ 150,000	\$ 250,000	\$ 350,000	\$ 350,000	\$ 350,000
MISCELLANEOUS	\$ 1,056,751	\$ 374,030	\$ 352,569	\$ 668,024	\$ 324,669	\$ 331,216	\$ 332,778	\$ 334,356	\$ 335,949	\$ 337,559
OTHER TAX	\$ 384,757	\$ 382,000	\$ 382,000	\$ 286,500	\$ 324,700	\$ 344,182	\$ 363,112	\$ 383,083	\$ 402,237	\$ 419,936
OPERATING TRANSFR IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000
APPROPR FUND BALANCE	\$ -	\$ 3,376,519	\$ 10,475,590	\$ -	\$ 8,862,835	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Revenue Total	\$ 119,744,240	\$ 115,713,806	\$ 122,798,760	\$ 121,018,647	\$ 127,516,557	\$ 122,399,930	\$ 126,215,164	\$ 129,888,497	\$ 133,422,649	\$ 136,840,893
Expenditure										
DEPARTMENTS										
CITY ATTORNEY	\$ 1,038,920	\$ 1,124,592	\$ 1,124,092	\$ 1,089,170	\$ 1,312,144	\$ 1,338,387	\$ 1,358,463	\$ 1,378,840	\$ 1,399,522	\$ 1,420,515
CITY CLERK	\$ 240,572	\$ 281,915	\$ 282,424	\$ 235,826	\$ 298,816	\$ 303,298	\$ 307,848	\$ 312,465	\$ 317,152	\$ 321,910
CITY COUNCIL	\$ 194,793	\$ 237,600	\$ 237,611	\$ 191,585	\$ 260,850	\$ 264,763	\$ 268,734	\$ 271,422	\$ 274,136	\$ 276,877
CITY MANAGER	\$ 2,390,452	\$ 2,677,212	\$ 2,661,958	\$ 2,563,775	\$ 3,022,099	\$ 3,099,126	\$ 3,192,100	\$ 3,287,863	\$ 3,386,499	\$ 3,488,094
COMMUNITY SERVICES	\$ 8,609,254	\$ 10,230,791	\$ 10,325,785	\$ 8,368,827	\$ 10,653,781	\$ 10,982,191	\$ 11,421,479	\$ 11,878,338	\$ 12,353,472	\$ 12,847,610
ENGINEERING	\$ 2,819,421	\$ 3,200,607	\$ 3,497,441	\$ 3,354,919	\$ 3,569,695	\$ 3,590,686	\$ 3,644,547	\$ 3,699,215	\$ 3,754,703	\$ 3,811,024
FINANCE	\$ 2,090,108	\$ 2,391,169	\$ 2,390,169	\$ 2,134,092	\$ 2,610,454	\$ 2,641,671	\$ 2,681,296	\$ 2,721,515	\$ 2,762,338	\$ 2,803,773
FIRE	\$ 18,813,326	\$ 20,286,984	\$ 20,429,565	\$ 19,221,352	\$ 20,645,973	\$ 21,107,941	\$ 21,741,179	\$ 22,393,415	\$ 23,065,217	\$ 23,757,174
HUMAN RESOURCES	\$ 1,076,847	\$ 1,136,991	\$ 1,160,636	\$ 1,106,861	\$ 1,172,228	\$ 1,195,673	\$ 1,219,586	\$ 1,243,978	\$ 1,268,857	\$ 1,294,234
INFORMATION TECHNOLOGY	\$ 3,634,517	\$ 4,324,448	\$ 4,409,422	\$ 4,030,672	\$ 4,933,702	\$ 4,968,001	\$ 5,117,041	\$ 5,270,552	\$ 5,428,669	\$ 5,591,529
PLANNING, DEV, TRAN	\$ 5,539,861	\$ 5,983,523	\$ 6,044,322	\$ 5,349,618	\$ 6,181,018	\$ 6,273,733	\$ 6,367,839	\$ 6,463,357	\$ 6,560,307	\$ 6,658,712
POLICE	\$ 35,549,379	\$ 35,835,622	\$ 35,998,562	\$ 34,361,606	\$ 37,246,810	\$ 38,984,470	\$ 40,933,693	\$ 42,980,378	\$ 45,129,397	\$ 47,385,866
PUBLIC SERVICES	\$ 4,512,348	\$ 5,521,748	\$ 5,709,432	\$ 4,812,007	\$ 5,526,525	\$ 5,637,056	\$ 5,749,797	\$ 5,864,793	\$ 5,982,088	\$ 6,101,730
NON-DEPARTMENTAL	\$ 7,954,450	\$ 10,131,484	\$ 15,080,061	\$ 14,016,820	\$ 10,718,651	\$ 10,341,898	\$ 10,473,672	\$ 10,607,256	\$ 10,742,677	\$ 10,879,959
TRANSFERS TO OTHER FUNDS	\$ 1,701,024	\$ 2,005,338	\$ 2,081,371	\$ 2,081,371	\$ 2,637,539	\$ 2,637,539	\$ 2,637,539	\$ 2,637,539	\$ 2,637,539	\$ 2,637,539
TRANSFERS TO CIP	\$ 598,178	\$ 1,008,950	\$ 2,031,077	\$ 1,340,902	\$ 7,391,440	\$ 230,050	\$ 259,000	\$ -	\$ -	\$ -
TRANSFERS TO DEBT	\$ 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	\$ 9,334,832
CIP OPERATIONAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 985,687	\$ 1,530,377	\$ 1,658,228	\$ 1,701,317	\$ 1,658,424
Expenditure Total	\$ 106,098,283	\$ 115,713,806	\$ 122,798,760	\$ 113,594,235	\$ 127,516,557	\$ 123,917,001	\$ 128,239,021	\$ 132,003,984	\$ 136,098,722	\$ 140,269,802
Suplus / (Shortfall)	\$ 13,645,957	\$ -	\$ -	\$ 7,424,412	\$ -	\$ (1,517,071)	\$ (2,023,856)	\$ (2,115,488)	\$ (2,676,073)	\$ (3,428,909)

Stormwater Fund

The Stormwater Fund financial forecast makes the following assumptions and provisions for the FY22 budget and estimated future years as follows:

- Stormwater rates reflect a 1% increase in FY22 taking the rate from \$8.35 to \$8.43 per ERU (Equivalent Residential Units) per month.
- Estimated revenues have increased by approximately 1.7% over FY21 adopted. This increase is based the rate increase for customers and the city's stormwater fee for city streets.
- There is a \$3.4M transfer budgeted to the CIP fund.
- There is a reserve budgeted in the amount of \$71,506 in order to balance the fund.
- The provision for a 3% salary and benefits increase across the board was authorized to fund a merit program and is included herein.
- The FY22 Adopted Budget reflects a net decrease of 1.04 positions that includes a decrease of 2 full-time positions and an increase of 0.96 part-time positions.

The forecast estimates for the outyears use trend data or known changes in the budget. The following are those assumptions:

- The current rate model reflects a 1% increase in Stormwater rates in all estimated years.
- Compensation is estimated at a 2% increase for each future year.
- Operating expenditures are forecast to increase at 1.5% for each future year.

STORMWATER MANAGEMENT FUND FINANCIAL FORECAST

	Actual FY20	Adopted FY21	Adjusted FY21	YE Estimate FY21	Adopted FY22	Estimated FY23	Estimated FY24	Estimated FY25	Estimated FY26	Estimated FY27
Revenue										
Stormwater Utility Fees	\$ 9,544,611	\$ 9,825,988	\$ 9,825,988	\$ 9,534,247	\$ 9,660,407	\$ 9,757,011	\$ 9,854,581	\$ 9,953,127	\$ 10,052,658	\$ 10,153,185
City Streets STW Utility Fees	\$ 2,839,062	\$ 2,939,139	\$ 2,939,139	\$ 2,939,139	\$ 3,042,744	\$ 3,073,171	\$ 3,103,903	\$ 3,134,942	\$ 3,166,292	\$ 3,197,955
Stormwater Discharge Permits	\$ 48,500	\$ 51,000	\$ 51,000	\$ 58,100	\$ 51,000	\$ 51,510	\$ 52,025	\$ 52,545	\$ 53,071	\$ 53,602
NCDOT Drainage Maintenance	\$ 29,000	\$ 37,000	\$ 37,000	\$ 67,000	\$ 37,000	\$ 37,370	\$ 37,744	\$ 38,121	\$ 38,502	\$ 38,887
Other Revenue	\$ 83,307	\$ -	\$ -	\$ 5,165	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ 146,102	\$ 56,795	\$ 56,795	\$ 28,398	\$ 20,000	\$ 20,200	\$ 20,402	\$ 20,606	\$ 20,812	\$ 21,020
Appropriated Fund Balance	\$ -	\$ -	\$ 1,604,603	\$ 1,604,603	\$ 41,317	\$ 41,730	\$ 42,147	\$ 42,569	\$ 42,995	\$ 43,425
Revenue Total	\$12,690,582	\$12,909,922	\$14,514,525	\$14,236,652	\$12,852,468	\$12,980,993	\$13,110,803	\$13,241,911	\$13,374,330	\$13,508,073
Expenditures										
Personnel	\$ 2,185,677	\$ 2,781,474	\$ 2,728,244	\$ 2,079,249	\$ 2,738,527	\$ 2,793,298	\$ 2,849,163	\$ 2,906,147	\$ 2,964,270	\$ 3,023,555
Benefits	\$ 691,948	\$ 1,024,264	\$ 1,014,582	\$ 719,882	\$ 1,029,072	\$ 1,049,653	\$ 1,070,647	\$ 1,092,059	\$ 1,113,901	\$ 1,136,179
Operating	\$ 3,646,089	\$ 3,423,901	\$ 3,529,173	\$ 3,397,884	\$ 4,053,488	\$ 4,107,692	\$ 4,167,844	\$ 4,228,897	\$ 4,290,867	\$ 4,353,765
Nondepartmental	\$ 35,977	\$ 77,000	\$ 81,485	\$ 42,055	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000
Outlay	\$ 260,580	\$ 284,006	\$ 339,764	\$ 339,763	\$ 94,300	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Debt Service	\$ 1,836,944	\$ 1,824,230	\$ 3,389,230	\$ 3,389,230	\$ 1,813,575	\$ 1,813,575	\$ 1,813,575	\$ 1,813,575	\$ 1,813,575	\$ 1,813,575
Budget Reserve	\$ -	\$ 95,047	\$ 32,047	\$ -	\$ 71,506	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Capital Projects Fund	\$ 2,707,558	\$ 3,400,000	\$ 3,400,000	\$ 3,400,000	\$ 2,975,000	\$ 2,975,000	\$ 2,975,000	\$ 2,975,000	\$ 2,975,000	\$ 2,975,000
CIP Operational	\$ -	\$ -	\$ -	\$ -	\$ 2,975,000	\$ 22,346	\$ 28,777	\$ 29,640	\$ 32,529	\$ 33,445
Expenditures Total	\$11,364,773	\$12,909,922	\$14,514,525	\$13,368,064	\$12,852,468	\$12,863,564	\$13,007,006	\$13,147,318	\$13,292,141	\$13,437,519
Surplus/(Shortfall)	1,325,809	-	-	868,588	-	117,428	103,797	94,592	82,189	70,554

Recycling and Trash Services Fund

The Recycling and Trash Services' (RTS) financial forecast, funded by the Solid Waste Management Fund, makes the following assumptions and provisions for the FY22 and estimated future years as follows:

- Overall budget is approximately 1% greater than FY21's adopted budget (excluding use of appropriated fund balance used to repay Fleet for purchased equipment). Revenue estimates are calculated based on estimated growth as well as current and prior year actuals.
- \$1,117,143 is budgeted in revenue utilizing fund balance to outsource for phase 2 of a consultant rate and operational study. The last rate study was completed in FY15 and the last route study was completed in FY10.
- Continuation of the successful alley maintenance program (\$20,000) that assists the Parks Maintenance division in clearing overgrown trees and shrubs from alleyways that are deemed to be difficult for RTS drivers to maneuver.
- Slight increase in the general fund transfer (\$38,366; +\$8,500) for the Rover Bulky program that supports the partnership with Police and Code Enforcement that focuses on areas of concern around the city regarding illegal dumping.
- A net increase in the amount of \$151,793 in Landfill Disposal Fees was included to meet the increasing expense of disposing of recycling, trash and yard waste disposal.
- Indirect charges to the fund increased by \$20,661 over FY21 bringing the charges to a total of \$894,832.
- Solid Waste refuse collection fees are budgeted with an anticipated 4% growth due to a rate increase directed by Phase one of the consultant's study and on-going cost increases (landfill fees, personnel and benefits, indirect cost, etc.)
- The provision for a 3% salary and benefits increase across the board was authorized to fund a merit program and is included herein.

The forecast estimates for the outyears use trend data or known changes in the budget. The following are those assumptions:

- The forecasts show a net shortage each of the out-years that will need to be addressed through a rate increase or creative ways to cut costs throughout the fund.
- The State disposal tax is also estimated at a cumulative 1% growth in all future years.
- Compensation is estimated at a 2% increase for each future year.
- Operating expenditures are forecast to increase at 1.5%.

RECYCLING AND TRASH SERVICES FUND FINANCIAL FORECAST

	Actual FY20	Adopted FY21	Adjusted FY21	YE Estimate FY21	Adopted FY22	Estimated FY23	Estimated FY24	Estimated FY25	Estimated FY26
Revenue									
Refuse Collection Fees	\$ 9,351,488	\$ 9,440,088	\$ 9,440,088	\$ 9,393,332	\$ 9,610,565	\$ 9,706,671	\$ 9,803,737	\$ 9,901,775	\$ 10,000,792
New Customer Activation Fees	\$ 112,725	\$ 119,000	\$ 119,000	\$ 107,100	\$ 109,000	\$ 110,090	\$ 111,191	\$ 112,303	\$ 113,426
Other Revenue and Interest Earnings	\$ 108,486	\$ 55,491	\$ 55,491	\$ 22,520	\$ 14,440	\$ 14,584	\$ 14,730	\$ 14,878	\$ 15,026
Bag Sales	\$ 99,323	\$ 136,000	\$ 136,000	\$ 115,600	\$ 90,000	\$ 90,900	\$ 91,809	\$ 92,727	\$ 93,654
Recycling Sales	\$ 41,136	\$ 45,000	\$ 45,000	\$ 47,250	\$ 57,500	\$ 58,075	\$ 58,656	\$ 59,242	\$ 59,835
Intergovernmental Revenue	\$ 97,215	\$ 92,000	\$ 92,000	\$ 92,000	\$ 91,000	\$ 91,910	\$ 92,829	\$ 93,757	\$ 94,695
Transfer from General Fund	\$ 29,866	\$ 29,866	\$ 29,866	\$ 29,866	\$ 38,366	\$ 38,366	\$ 38,366	\$ 38,366	\$ 38,366
Appropriated Fund Balance	\$ -	\$ 106,000	\$ 498,097	\$ 498,097	\$ 1,117,143	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 9,840,238	\$ 10,023,445	\$ 10,415,542	\$ 10,305,765	\$ 11,128,014	\$ 10,110,596	\$ 10,211,318	\$ 10,313,048	\$ 10,415,795
Expenditures									
Administration	\$ 922,223	\$ 621,126	\$ 608,768	\$ 573,538	\$ 780,242	\$ 677,747	\$ 690,537	\$ 703,576	\$ 716,868
Bulky/Metal Collection	\$ 723,420	\$ 684,995	\$ 681,796	\$ 631,537	\$ 766,921	\$ 813,855	\$ 828,432	\$ 843,276	\$ 858,390
Customer Refuse	\$ 3,899,610	\$ 3,919,831	\$ 3,953,456	\$ 3,374,014	\$ 4,079,235	\$ 4,146,326	\$ 4,214,576	\$ 4,284,006	\$ 4,354,636
Downtown Collections	\$ 1,004,819	\$ 1,066,925	\$ 1,071,982	\$ 992,745	\$ 1,084,880	\$ 1,119,568	\$ 1,139,796	\$ 1,160,401	\$ 1,181,391
Recycling	\$ 693,507	\$ 893,491	\$ 860,333	\$ 607,401	\$ 912,555	\$ 927,363	\$ 942,421	\$ 957,735	\$ 973,307
Yard Waste	\$ 1,623,637	\$ 1,947,406	\$ 2,119,581	\$ 1,855,315	\$ 2,016,449	\$ 2,051,165	\$ 2,086,505	\$ 2,122,482	\$ 2,159,108
Nondepartmental	\$ 25,531	\$ 15,500	\$ 245,455	\$ 241,245	\$ 592,900	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Allocated Cost	\$ 843,283	\$ 874,171	\$ 874,171	\$ 874,171	\$ 894,832	\$ 908,254	\$ 921,878	\$ 935,706	\$ 949,742
Expenditures Total	\$ 9,736,031	\$ 10,023,445	\$ 10,415,542	\$ 9,149,968	\$ 11,128,014	\$ 10,659,279	\$ 10,839,146	\$ 11,022,182	\$ 11,208,442
Surplus / (Shortfall)	\$ 104,207	\$ -	\$ -	\$ 1,155,797	\$ -	\$ (548,683)	\$ (627,828)	\$ (709,134)	\$ (792,647)

Golf Fund

The Golf Course Fund financial forecast makes the following assumptions and provisions for the FY22 and estimated future years as follows:

- FY22 operating revenue estimates for the Municipal course is overall 10% (N=\$149,159) greater than FY21 adopted, and approximately 1% over FY20 actuals.
- Daily green fees are up 11.7% over the FY21 budget due to the higher-than-normal activity most likely due to the pandemic and the desire to remain outside.
- Discount Card Fees revenue estimates are 10.4% greater than FY21 Adopted and concession's revenue estimates are 15.5% greater than FY21 Adopted.
- Indirect charges in the past were not fully budgeted to help the fund remain solvent. This year is no different; however, there was a \$52,260 increase allocated to the services rendered by central services. Of the \$235,804 charge, Golf allocated 90% for a total of \$212,014.
- Other operating accounts are showing an increase over FY21 Adopted amount of a total of \$67,541. The items driving this increase include equipment leases, bank charges, utility costs and concessions for resale purchases.
- A reserve is currently budgeted in the amount of \$10,000.
- The provision for a 3% salary and benefits increase across the board was authorized to fund a merit program and is included herein.

The forecast estimates for the outyears use trend data or known changes in the budget. The following are those assumptions:

- Revenue estimates are budgeted at a 1% increase each year.
- Compensation is estimated at a 2% increase for each future year.
- Operating expenditures are forecast to increase at 1.5%.
- The forecasts show a net shortage each year that will need to be addressed through additional rate increases, service alternatives at a lesser cost or finding ways to cut costs throughout the fund.

GOLF COURSE FUND FINANCIAL FORECAST

	Actual FY20	Adopted FY21	Adjusted FY21	YE Estimate FY21	Adopted FY22	Estimated FY23	Estimated FY24	Estimated FY25	Estimated FY26	Estimated FY27
Revenue										
Daily Green Fees	\$ 858,756	\$ 765,393	\$ 765,393	\$ 1,124,972	\$ 855,000	\$ 863,550	\$ 872,186	\$ 880,907	\$ 889,716	\$ 898,614
Discount Card Fees	\$ 307,299	\$ 276,050	\$ 276,050	\$ 397,530	\$ 305,000	\$ 308,050	\$ 311,131	\$ 314,242	\$ 317,384	\$ 320,558
Cart Rentals	\$ 263,911	\$ 259,390	\$ 259,390	\$ 365,356	\$ 262,000	\$ 264,620	\$ 267,266	\$ 269,939	\$ 272,638	\$ 275,365
Tournament Fees	\$ 14,640	\$ 11,746	\$ 11,746	\$ 14,107	\$ 13,000	\$ 13,130	\$ 13,261	\$ 13,394	\$ 13,528	\$ 13,663
Concessions	\$ 202,264	\$ 173,975	\$ 173,975	\$ 261,402	\$ 201,000	\$ 203,010	\$ 205,040	\$ 207,091	\$ 209,161	\$ 211,253
Locker Fees	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expired Gift Certificates/Passes	\$ -	\$ 3,000	\$ 3,000	\$ 3,229	\$ 3,000	\$ 3,030	\$ 3,060	\$ 3,091	\$ 3,122	\$ 3,153
Interest Earnings	\$ 9,520	\$ 1,687	\$ 1,687	\$ 1,307	\$ 1,400	\$ 1,414	\$ 1,428	\$ 1,442	\$ 1,457	\$ 1,471
Other Revenue	\$ -	\$ -	\$ -	\$ 6,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
First Tee	\$ 26,698	\$ 53,396	\$ 53,396	\$ 53,397	\$ 53,396	\$ 53,930	\$ 54,469	\$ 55,014	\$ 55,564	\$ 56,120
Appropriated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Total	\$ 1,683,167	\$ 1,544,637	\$ 1,826,632	\$ 2,228,124	\$ 1,693,796	\$ 1,710,734	\$ 1,727,841	\$ 1,745,120	\$ 1,762,571	\$ 1,780,197
Expenditures										
Personnel	\$ 522,722	\$ 545,937	\$ 539,037	\$ 539,037	\$ 560,160	\$ 571,363	\$ 582,790	\$ 594,446	\$ 606,335	\$ 618,462
Benefits	\$ 161,146	\$ 180,664	\$ 180,664	\$ 180,664	\$ 196,607	\$ 200,539	\$ 204,550	\$ 208,641	\$ 212,814	\$ 217,070
Operating	\$ 591,267	\$ 623,184	\$ 635,084	\$ 627,861	\$ 707,015	\$ 714,891	\$ 722,885	\$ 730,998	\$ 739,234	\$ 739,193
Outlay	\$ -	\$ -	\$ 275,626	\$ 13,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nondepartmental	\$ 8,280	\$ 35,098	\$ 36,467	\$ 4,500	\$ 18,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Allocated Cost	\$ 143,861	\$ 159,754	\$ 159,754	\$ 159,754	\$ 212,014	\$ 215,194	\$ 218,422	\$ 221,698	\$ 225,024	\$ 228,399
Expenditures Total	\$ 1,427,276	\$ 1,544,637	\$ 1,826,632	\$ 1,524,971	\$ 1,693,796	\$ 1,709,987	\$ 1,736,647	\$ 1,763,784	\$ 1,791,407	\$ 1,811,124
Surplus/(Shortfall)	\$ 255,891	\$ -	\$ -	\$ 703,153	\$ -	\$ 747	\$ (8,806)	\$ (18,664)	\$ (28,836)	\$ (30,927)

Parking Fund

The Parking Facility Fund financial forecast makes the following assumptions and provisions for the FY22 and estimated future years as follows:

The following notes a caveat regarding the FY20 actual budget. Parking fund recognized an increase in Debt Service for the refinancing of a temporary loan that was issued in May 2020. This debt is for the old Water Street Parking Deck redevelopment located in the newly constructed River Place development in downtown Wilmington. With that in mind, the following are the provisions for FY22.

- Operating revenue estimates are approximately \$507,099 or 7.8% lower than FY21's Adopted. Most of this decrease is related to budgeting conservatively given the unknowns of the pandemic and the varying business openings.
- The River Place parking deck is fully budgeted this year with the opening of the deck in late spring of FY20.
- Debt associated with the Market Street and River Place decks are included.
- FY22 will continue an annual transfer of \$51,000 to a CIP to build funds to upgrade and replace security cameras at the parking decks as the need arises.
- The provision for a 3% salary and benefits increase across the board was authorized to fund a merit program and is included herein.

The forecast estimates for the outyears use trend data or known changes in the budget. The following are those assumptions:

- No rate increases are forecast in the estimated years however, a 2% growth is assumed future years.
- Compensation is estimated at a 2% increase.
- Operating expenditures are forecast to increase at 1.5%.

PARKING FUND FINANCIAL FORECAST

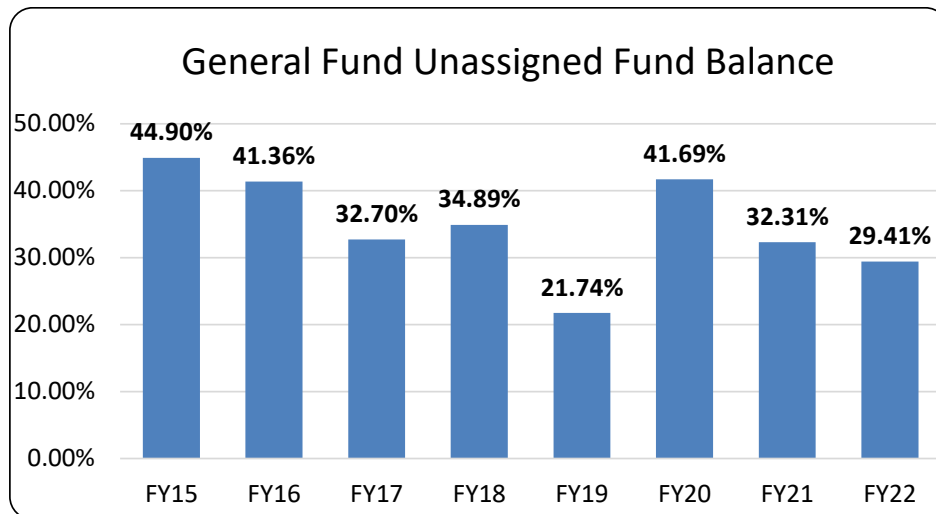
	Actual FY20	Adopted FY21	Adjusted FY21	YE Estimate FY21	Adopted FY22	Estimated FY23	Estimated FY24	Estimated FY25	Estimated FY26	Estimated FY27
Revenue										
PARKING METERS	1,157,151	\$ 1,420,128	\$ 1,420,128	\$ 1,058,884	\$ 1,416,078	\$ 1,420,128	\$ 1,434,329	\$ 1,448,673	\$ 1,463,159	\$ 1,477,791
PARKING FACILITY CHARGES	1,508,080	\$ 2,225,764	\$ 2,225,764	\$ 1,973,235	\$ 2,083,895	\$ 2,225,764	\$ 2,248,022	\$ 2,270,502	\$ 2,293,207	\$ 2,316,139
PARKING FINES	418,875	\$ 475,000	\$ 475,000	\$ 309,943	\$ 437,000	\$ 475,000	\$ 479,750	\$ 484,548	\$ 489,393	\$ 494,287
RESIDENTIAL PARKING PERMITS	11,970	\$ 11,000	\$ 11,000	\$ 12,695	\$ 9,900	\$ 11,000	\$ 11,110	\$ 11,221	\$ 11,333	\$ 11,447
OTHER REVENUE & INTEREST EARNINGS	22,428,536	\$ 2,343,875	\$ 2,643,875	\$ 2,632,938	\$ 1,931,939	\$ 1,936,239	\$ 1,878,552	\$ 1,841,385	\$ 1,804,969	\$ 1,758,572
APPROPRIATED FUND BALANCE	1,237,130	\$ -	\$ 28,806	\$ 28,806	\$ 96,000	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Total	26,761,742	\$ 6,475,767	\$ 6,804,573	\$ 6,016,500	\$ 5,974,812	\$ 6,068,131	\$ 6,051,763	\$ 6,056,328	\$ 6,062,062	\$ 6,058,235
Expenditures										
HANNA BLOCK LOT	20,270	\$ 19,029	\$ 36,901	\$ 28,233	\$ 35,722	\$ 37,268	\$ 37,827	\$ 38,395	\$ 38,971	\$ 39,557
MARKET ST DECK	468,290	\$ 652,196	\$ 638,749	\$ 517,079	\$ 658,095	\$ 690,361	\$ 700,716	\$ 711,227	\$ 721,895	\$ 732,724
RIVERPLACE DECK	108,300	\$ 571,363	\$ 635,846	\$ 366,998	\$ 539,638	\$ 546,213	\$ 554,405	\$ 562,719	\$ 571,159	\$ 579,726
SECOND ST DECK	334,664	\$ 486,186	\$ 487,959	\$ 373,367	\$ 497,119	\$ 503,172	\$ 495,257	\$ 512,393	\$ 504,384	\$ 521,802
SECOND ST LOT	242,591	\$ 263,363	\$ 268,387	\$ 242,987	\$ 264,025	\$ 266,032	\$ 270,025	\$ 274,079	\$ 278,195	\$ 282,373
STREET PARKING	1,056,284	\$ 1,554,540	\$ 1,772,640	\$ 929,681	\$ 1,468,636	\$ 1,432,164	\$ 1,454,710	\$ 1,477,620	\$ 1,500,900	\$ 1,524,555
TRANSFER TO CIP	1,593,472	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000
CIP OPERATIONAL	-	\$ -	\$ -	\$ -	\$ -	\$ 37,000	\$ 44,600	\$ 50,800	\$ 53,340	\$ 56,007
DEBT SERVICE	22,937,870	\$ 2,878,090	\$ 2,913,090	\$ 2,918,090	\$ 2,460,577	\$ 2,460,577	\$ 2,385,882	\$ 2,345,264	\$ 2,303,317	\$ 2,258,962
Expenditures Total	26,761,742	\$ 6,475,767	\$ 6,804,573	\$ 5,427,436	\$ 5,974,812	\$ 6,023,788	\$ 5,994,424	\$ 6,023,497	\$ 6,023,160	\$ 6,046,704
SURPLUS/(SHORTFALL)	\$ -	\$ -	\$ -	\$ 589,064	\$ -	\$ 44,343	\$ 57,339	\$ 32,831	\$ 38,902	\$ 11,531

CONSOLIDATED UNASSIGNED FUND BALANCE SUMMARY

Fund	Unassigned Fund Balance As of June 30, 2020	Anticipated Unassigned Fund Balance June 30, 2021	Adopted FY 21-22 Budgeted Expenditures	% of FY 21-22 Budgeted Expenditures	Anticipated Unassigned Fund Balance June 30, 2022	% of FY 21-22 Budgeted Expenditures
General Fund	44,267,896	36,996,308	127,516,557	29.01%	36,996,308	29.01%
Recycling and Trash Services Fund	5,895,716	4,851,601	11,128,014	43.60%	4,851,601	43.60%
Stormwater Management Fund	11,384,702	10,665,395	12,852,468	82.98%	10,665,395	82.98%
Golf Course Fund	572,113	575,706	1,693,796	33.99%	575,706	33.99%
Parking Facilities Fund	3,128,669	2,765,028	5,974,812	46.28%	2,765,028	46.28%

The anticipated unassigned fund balance for June 30, 2021, includes anticipated use of fund balance. The unassigned fund balance for FY22 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.

AUTHORIZED POSITION LISTING

The authorized position listing summarizes the net changes in positions for the FY21 through the FY22 Adopted budget.

	FY20 Actuals	FY21 Adopted	FY21 Adjusted	FY22 Adopted
General Fund Full Time				
City Attorney	10	10	10	11
City Clerk	3	3	3	3
City Manager	20	21	21	23
Community Services	92	91	91	97
Engineering	31	33	33	35
Finance	27	27	27	29
Fire Department	221	220	220	220
Human Resources	11	11	11	11
Information Technology Services	21	27	27	29
Planning, Development & Transportation	49	48	48	48
Police Department	342	345	346	346
Public Services Department	42	41	41	41
Sub-total General Fund Full Time	869	877	878	893
General Fund Part Time				
City Manager	-	-	-	0.48
Community Services	15.53	15.53	15.53	15.15
Fire	1.45	2.41	2.41	2.86
Police	8.20	5.64	5.64	5.64
Sub-total General Fund Part Time	25.18	23.58	23.58	24.13
General Fund Total	894.18	900.58	901.58	917.13
Other Funds Full Time				
CD/HM Grants and Loan Fund	9	9	9	9
Fleet	13	13	13	13
Golf Course	10	10	10	10
Metropolitan Planning Organization	11	11	11	12
Parking	2	3	3	3
Recycling and Trash Services	75	75	75	75
Stormwater	60	62	62	60
SABLE	2	2	2	2
Sub-total Other Funds Full Time	182	185	185	184
Other Funds Part Time				
CD/HM Grants and Loan Fund	0.96	0.96	0.96	0.96
Golf Course	2.92	2.92	2.92	2.92
Stormwater	-	-	-	0.96
Sub-total Other Funds Part Time	3.88	3.88	3.88	4.84
Other Funds Total	185.88	188.88	188.88	188.84
All Funds Full Time Total	1,051	1,062	1,063	1,077
All Funds Part Time Total	29.06	27.46	27.46	28.97
Grand Total All Funds	1,080.06	1,089.46	1,090.46	1,105.97

Position Overview

The General Fund's full-time authorized strength, adopted in June 2020 for FY21 beginning July 1, 2020, initially indicated a total of 877 positions. In October 2020, an Ordinance was presented to, and approved by, City Council correcting an administrative error that inadvertently left out one position in the Public Safety function. This correction changed the FY21 General Fund full-time FTE total to 878 from 877 and the full-time authorized strength in the Public Safety function to 566 from 565. The table as presented in the Adopted Budget publication was correct, however the adopted ordinance was incorrect and required the above amendment.

The FY22 Adopted budget reflects a net increase to authorized strength of 15.51 across the city. Changes were made to include the closure of both full and part-time positions that resulted in an overall increase of 15.51.

The full-time positions include an Associate Attorney in the Attorney's office, a Diversity Equity and Inclusion Manager and Digital Engagement Coordinator in the City Manager's office, an Administrative Technician, two Grounds Technicians, a Park Ranger, Recreation Coordinator and Assistant Director in the Community Services department, a Project Manager and Property Acquisition Specialist in Engineering, a Sr. Contract Specialist/WMBE/DBE Coordinator and Sr. Accountant in Finance, a Computer Support Analyst and Sr. Network Administrator in Information Technology, and an Administrative Support Specialist in the Wilmington MPO.

The City Manager Department has been approved for a part-time 0.48 FTE Community Engagement Specialist position. Community Services part-time positions is recognizing a reduction of 0.38 with the closure of three 0.37 FTE Food Service Attendant positions and the addition of a 0.73 FTE Recreation Specialist. The Fire Department is recognizing an increase of 0.45 with the addition of a part-time Fire Inspector position.

Three Stormwater Worker positions were closed to establish one full time Heavy Equipment Operator position and two part-time 0.48 FTE positions that resulted in a net reduction of 1.04. The part-time positions consist of an Administrative Assistant and Sr. Stormwater Worker.

Position Overview Summary

The below table represents a summary of the changes to authorized strength and position changes and reclassifications to better align with departmental needs and goals.

Dept	FY21		FY22		Net Change
	Title	FTE	Title	FTE	
Attorney			Associate City Attorney	1.00	1.00
City Manager			Digital Engagement Coordinator	1.00	1.00
City Manager			Community Engagement Specialist	0.48	0.48
City Manager			Diversity Equity & Inclusion Manager	1.00	1.00
Community Services			Recreation Specialist - Float	0.73	0.73
Community Services	Food Service Attendant	0.37	Close	-	(0.37)
Community Services	Food Service Attendant	0.37	Close	-	(0.37)
Community Services	Food Service Attendant	0.37	Close	-	(0.37)
Community Services			Administrative Technician	1.00	1.00
Community Services			Grounds Technician	2.00	2.00
Community Services			Park Ranger	1.00	1.00
Community Services			Recreation Coordinator	1.00	1.00
Community Services			Assistant Director of Community Services	1.00	1.00
Engineering			Project Manager	1.00	1.00
Engineering			Property Acquisition Specialist	1.00	1.00
Finance			Sr. Contract Specialist/MWBE/DBE Coordinator	1.00	1.00
Finance			Sr. Accountant - Grants	1.00	1.00
Fire			Fire Inspector - PT	0.45	0.45
Information Technology			Computer Support Analyst	1.00	1.00
Information Technology			Sr. Network Administrator	1.00	1.00
Metropolitan Planning Organization			Administrative Support Specialist	1.00	1.00
Public Services	Sr. Stormwater Worker	1.00	Stormwater Operator	1.00	-
Public Services	Sr. Stormwater Worker	1.00	Stormwater Operator	1.00	-
Public Services	Sr. Stormwater Worker	1.00	Stormwater Operator	1.00	-
Public Services	Sr. Stormwater Worker	1.00	Stormwater Operator	1.00	-
Public Services	Stormwater Worker	1.00	Close	-	(1.00)
Public Services	Stormwater Worker	1.00	Close	-	(1.00)
Public Services		-	Heavy Equipment Operator	1.00	1.00
Public Services	Stormwater Worker	1.00	Close		(1.00)
Public Services		-	Administrative Assistant	0.48	0.48
Public Services		-	Sr. Stormwater Worker	0.48	0.48
		8.11		23.62	15.51

FEE SCHEDULE CHANGES

Below is a summary of changes to the fee schedule showing current policy vs the adopted change. Chapter IV. Refuse Collection and Disposal Fee changes are effective January 1, 2022.

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
Chapter II. Parking Facility and Transportation Fees Article A. Parking Facility Fees	
Section 1. Second Street Parking Deck	
Monthly Rooftop Single Space Rate: New	Monthly Rooftop Single Space Rate: \$25/month
Daily single space rate for special events use: (7am to 7am) \$7 flat rate	Daily single space rate for special events use: (7am to 7am) \$10 flat rate
City-sponsored events may require parking fee adjustments depending on the anticipated length of the event. Event fee rate will be at the discretion of the City Manager for \$2 or \$3 and may be charged upon entrance at the parking deck.	City-sponsored events may require parking fee adjustments depending on the anticipated length of the event. Event fee rate will be at the discretion of the City Manager for \$2, \$3 or \$5 and may be charged upon entrance at the parking deck.
Section 2. Market Street Parking Deck	
Monthly Rooftop Single Space Rate: \$35/month	Monthly Rooftop Single Space Rate: \$25/month
Daily single space rate for special events use: (7am to 7am) \$7 flat rate	Daily single space rate for special events use: (7am to 7am) \$10 flat rate
City-sponsored events may require parking fee adjustments depending on the anticipated length of the event. Event fee rate will be at the discretion of the City Manager for \$2 or \$3 and may be charged upon entrance at the parking deck.	City-sponsored events may require parking fee adjustments depending on the anticipated length of the event. Event fee rate will be at the discretion of the City Manager for \$2, \$3 or \$5 and may be charged upon entrance at the parking deck.
Chapter III. Golf Course and Recreation Article A. Golf Course Fees	

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Section 1. Municipal Golf Course Fees</p> <p>Winter Rates (December, January, February): 18 holes with cart for local residents on weekdays: residents \$36 / non-resident \$36 18 holes with cart for local residents on weekends: residents \$40 / non-resident \$40</p>	<p>Section 1. Municipal Golf Course Fees</p> <p>Removed from Schedule</p>
<p>Section 2. Inland Greens Golf Course Fees</p> <p>18 holes walking: \$12 Weekdays \$14 Weekend/Holidays \$6.50 City employee on weekdays \$7 City employee on weekends</p> <p>9 holes walking: \$7 Weekdays \$8 Weekends/Holidays \$3.50 City employee on weekdays \$4 City employee on weekends</p> <p>Juniors - All day: \$7 Weekdays \$7 Weekends/Holidays \$3.50 City employee on weekdays \$3.50 City employee on weekends</p> <p>Juniors-9 holes: \$5 Weekdays \$5 Weekends/Holidays \$2.50 City employee on weekdays \$2.50 City employee on weekends</p>	<p>Section 2. Inland Greens Golf Course Fees</p> <p>18 holes walking: \$13 Weekdays \$15 Weekend/Holidays \$7.50 City employee on weekdays \$8 City employee on weekends</p> <p>9 holes walking: \$8 Weekdays \$9 Weekends/Holidays \$4.50 City employee on weekdays \$5 City employee on weekends</p> <p>Juniors - All day: \$8 Weekdays \$8 Weekends/Holidays \$4.50 City employee on weekdays \$4.50 City employee on weekends</p> <p>Juniors-9 holes: \$6 Weekdays \$6 Weekends/Holidays \$3.50 City employee on weekdays \$3.50 City employee on weekends</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Daily Greens Fee - Non-City Residents 18 holes walking: \$16 Weekdays \$18 Weekend/Holidays \$8 City employee on weekdays \$9 City employee on weekends 9 holes walking: \$9 Weekdays \$10 Weekends/Holidays \$4.50 City employee on weekdays \$5 City employee on weekends</p> <p>Unlimited Monthly Pass \$50 city residents, \$65 non-city residents.</p>	<p>Daily Greens Fee - Non-City Residents 18 holes walking: \$17 Weekdays \$19 Weekend/Holidays \$9 City employee on weekdays \$10 City employee on weekends 9 holes walking: \$10 Weekdays \$11 Weekends/Holidays \$5.50 City employee on weekdays \$6 City employee on weekends</p> <p>Unlimited Monthly Pass \$60 city residents, \$75 non-city residents.</p>
<p>Chapter III. Golf Course and Recreation Article B. Parks and Recreation Fees</p>	
<p>Youth Athletics</p> <p>New</p>	<p>Youth Athletics</p> <p>Sibling discount: \$10 reduction of normal registration fee for each additional sibling registration after the first.</p> <p>Late fee for registrations made after registration deadline: \$5</p> <p>\$1 per admission will be committed for scholarships for youth athletic programs.</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Facility Fees (fees for 4-hour block):</p> <p>Resident nonprofit/Resident for profit Non-resident nonprofit/Non-resident for profit</p> <p>Fragrance Garden: \$35/\$65 \$50/\$90</p> <p>Rotary Garden \$25/\$52 \$50/\$100</p>	<p>Facility Fees (fees for 4-hour block):</p> <p>Resident nonprofit/Resident for profit Non-resident nonprofit/Non-resident for profit</p> <p>Fragrance Garden: \$50/\$75 \$60/\$125</p> <p>Rotary Garden \$50/\$75 \$60/\$125</p>
<p>Derick GS Davis Center (gymnasium)</p> <p>New</p>	<p>Derick GS Davis Center (gymnasium)</p> <p>\$40 per hour non-profit \$75 per hour for profit</p>
<p>Hugh Morton/Greenfield Lake Amphitheater</p>	<p>Hugh Morton/Greenfield Lake Amphitheater</p> <p>Removed from Schedule</p>
<p>Halyburton Park</p> <p>Private recurring programs: nonprofit \$100/year. For profit \$200/year</p>	<p>Halyburton Park</p> <p>Removed from Schedule</p>
<p>Halyburton Park</p> <p>New</p>	<p>Halyburton Park</p> <p>Patio (Wedding ceremonies only): \$200/2hours, \$100 damage deposit</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>North Waterfront Park</p> <p>Non-profit: \$1,750 plus \$20/hr. attendant fee Private/For Profit Rentals: \$2,500 plus \$20/hr. attendant fee *Non-profits must have current 501(c)3 status Ticket surcharge: surcharge will be committed for landscape maintenance \$0.50 per ticket for Non-Profit event \$1.00 per ticket for Private/For Profit event</p> <p>For Community Centers Only – Not Applicable to Halyburton or the Amphitheater</p>	<p>Riverfront Park</p> <p>Outdoor Area/Behind Berm Resident Non-Profit: \$25 per hour Non-Resident, Non-Profit: \$50 per hour Resident: \$50 per hour Non-Resident: \$75 per hour Great Lawn, Per Day (not including Amphitheater and seating area) Non-profit: \$2,450 plus \$35/hr. attendant fee (must have current 501(c)3 status) Private/For Profit Rentals: \$3500 plus \$35/hr. attendant fee Ticket surcharge: surcharge will be committed for landscape maintenance as follows: \$0.50 per ticket for Non-Profit event \$1.00 per ticket for Private/For Profit event 50% of rental fee and refundable \$500 clean-up deposit required. Barricade Fencing \$5.00 per 6 ft. section. Minimum of 10 sections per rental.</p> <p>Non-concert Stage Rental For profit: \$500/hour \$2,500 max</p> <p>Non-profit: \$400/hour \$2,000 max</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Legion Sports Complex</p> <p>Back field or parking lot per day: Non-profit: \$575 and 0.50 ticket surcharge For Profit: \$700 and \$1.00 ticket surcharge</p> <p>Baseball field: Non-profit: \$475 and 0.50 ticket surcharge For Profit: \$575 and \$1.00 ticket surcharge</p>	<p>Legion Sports Complex</p> <p>Back field or parking lot per day: Non-profit: \$575 and 0.50 ticket surcharge* For Profit: \$700 and \$1.00 ticket surcharge* For sporting events with less than 100 people, including spectators For Profit: \$75 per hour* Non-Profit: \$50 per hour*</p> <p>Baseball field per six-hour block: Non-profit: \$475 and 0.50 ticket surcharge For Profit: \$575 and \$1.00 ticket surcharge</p> <p>*Plus \$35/hour attendant fee and ticket surcharge</p>
<p>Godwin Stadium</p> <p>Without lights: \$15/hr./field With lights: \$35/hr./field</p>	<p>Godwin Stadium</p> <p>\$35/hour</p>
<p>Olsen Park</p> <p>New</p>	<p>Olsen Park Soccer field</p> <p>\$15/hour per soccer field \$100/day per soccer field for nonprofit \$150/day per soccer field for profit</p>
<p>Olsen Park:</p> <p>Facility Stipulations/Other Fees: Lights: \$20/field User Fee: \$0.50/youth participant</p>	<p>Olsen Park:</p> <p>User Fee: \$1.00/adult participant \$0.50/youth/nonprofit</p>
<p>Swimming Pools</p> <p>New</p>	<p>Swimming Pools</p> <p>50% of funds returned from pool management organization per the City Pool Management Contract will be committed revenue for pools maintenance and repairs.</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Miscellaneous</p> <p>New</p>	<p>Miscellaneous</p> <p>Recurring Program Permit—all outdoor City-owned public parks Private Recurring Programs Non-Profit: \$100/year Private/For Profit: \$200/year</p>
<p>Boxing Center</p> <p>City Residents \$52/month membership \$6/day pass \$26/month City employee membership \$6/day pass City employee</p> <p>Non-City Residents \$86/month membership \$6/day pass \$43/month City employee membership \$6/day pass City employee</p> <p>City Employee Spouse Policy: Spouse's enrolled in the City's health plan may join the Boxing and Fitness Center under the City Employee rate.</p> <p>New</p>	<p>Fitness Center</p> <p>City Residents \$55/year membership \$30/6-month membership \$6/day pass</p> <p>Non-City Residents \$90/year membership \$50/6-month membership \$6/day pass</p> <p>City Employees \$25/year membership \$15/6-month membership \$6/day pass</p> <p>City Employee Spouse Policy: Spouses and children ages 12-18 may join the Fitness Center under the City Employee rate.</p> <p>Personal Training 30-minute session: \$6 60- minutes session: \$12</p>
<p>Fit for Fun Center</p> <p>\$5/visit \$6/special event visit \$4.50/preschool or group visit \$5.50/preschool or group special event</p>	<p>Fit for Fun Center</p> <p>Single session: \$5/per child ages 6 months to 5 years old Admission for third child and beyond: \$3 per child Adults, children birth through 5 months old, and children 10 years and older: free</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Multiple Visit Cards: 5 visit pass/\$20 10 visit pass/\$35</p>	<p>Multiple Visit Cards: 5-session card/\$20 10-session card/\$35</p>
<p>City Resident City Employee: \$2/visit</p> <p>Non-City Resident City Employee: \$3/visit</p>	<p>Memberships Semiannual: \$55 per 6 months Payment plan (optional): \$30 deposit \$25 due at 3 months Annual: \$110 per year \$35 deposit \$25 payments due quarterly (3 months, 6 months, 9 months)</p> <p>Memberships include unlimited admission Monday through Saturday for up to 5 children and any accompanying adults. Each membership begins on the day of purchase.</p> <p>Additional benefit include: Free access to special events and daily programs 10% discount on birthday parties</p>
<p>Birthday Party Rate: \$200 base rate for all parties \$100 deposit due at time of reservation \$50 cancellation fee within 2 weeks of event</p>	<p>Birthday Party Rate: \$150 base rate for all parties \$75 deposit due at time of reservation Remaining balance due on the day of the facility rental No refunds will be given for cancellations within two weeks of event at staff discretion \$10 from each birthday party rental is transferred to committed revenue for financial assistance scholarships</p>
<p>New</p>	<p>Take Home Activity Kits: \$3 per kit</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Miscellaneous Locations</p> <p>After School Programs MLK Community Center Maides Park Community Center Hemenway Center</p> <p>up to \$25/month per child (all locations)</p>	<p>Community Centers</p> <p>Derick G.S. Davis Community Center Afterschool Program \$25/month Financial assistance available, reduction of fee to \$0 Summer Camp \$15/week Miscellaneous Programs up to \$35/participant</p> <p>Martin Luther King Community Center Afterschool Program \$30/month Financial assistance available, reduction of fee to \$0 Summer Camp \$30/week Miscellaneous Programs up to \$35/participant</p> <p>\$5 from each registration will be committed revenue for programs (equipment, scholarships, etc.)</p>
<p>Chapter IV. Refuse Collection and Disposal Fee Schedule Article A. Residential/Regular Service Fee Schedule</p>	
<p>New account activation fee: \$25 Account holder transfer (no cart change): no fee Account holder transfer (with cart addition or change): \$25 Redeliver cart (following account shutoff by CFPUA for non-payment): \$55</p>	<p>New account activation fee: \$26 Account holder transfer (no cart change): no fee Account holder transfer (with cart addition or change): \$26 Redeliver cart (following account shutoff by CFPUA for non-payment): \$55</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Section 1. Cart Fees for Single-Family Residential</p> <p>The single family residential 35-gallon trash cart fee is \$21.36 per month. The single family residential 95 gallon trash cart fee is \$26.29 per month. Each additional 95 gallon trash cart fee is \$12.03 per month.</p>	<p>Section 1. Cart Fees for Single-Family Residential</p> <p>The single family residential 35-gallon trash cart fee is \$22.22 per month. The single family residential 95 gallon trash cart fee is \$27.35 per month. Each additional 95 gallon trash cart fee is \$12.52 per month.</p>
<p>Section 2. Refuse Collection Fees for Multi-Family Residential</p> <p>The multi-family residential 35-gallon trash cart fee is \$21.36 per month. The multi-family residential 95-gallon trash cart fee \$26.29 per month. Each additional 35 gallon trash cart fee is \$9.28 per month. Each additional 95 gallon trash cart fee is \$12.03 per month.</p>	<p>Section 2. Refuse Collection Fees for Multi-Family Residential</p> <p>The multi-family residential 35-gallon trash cart fee is \$22.22 per month. The multi-family residential 95-gallon trash cart fee \$27.35 per month. Each additional 35 gallon trash cart fee is \$9.66 per month. Each additional 95 gallon trash cart fee is \$12.52 per month.</p>
<p>Section 3: Refuse Collection Fees for Commercial Service</p> <p>The commercial 35-gallon trash cart fee is \$29.84 per month. The commercial 95-gallon trash cart fee is \$35.09 per month. Each additional 35-gallon trash cart fee is \$9.28 per month. Each additional 95 gallon trash cart fee is \$12.03 per month.</p>	<p>Section 3: Refuse Collection Fees for Commercial Service</p> <p>The commercial 35-gallon trash cart fee is \$31.04 per month. The commercial 95-gallon trash cart fee is \$36.50 per month. Each additional 35-gallon trash cart fee is \$9.66 per month. Each additional 95 gallon trash cart fee is \$12.52 per month.</p>
<p>Section 4: Refuse Collection Fees for Residential and Commercial Non-Containerized Miscellaneous Loose Items</p> <p>The fee for additional loose items is one sticker (\$1.25) per 30-gallon bag or equivalent</p>	<p>Section 4: Refuse Collection Fees for Residential and Commercial Non-Containerized Miscellaneous Loose Items</p> <p>The fee for additional loose items is one sticker (\$1.30) per 30-gallon bag or equivalent</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Section 5: Commercial Customers in Downtown Business Area (area defined at 3rd St. to Water St and Ann St to Red Cross St.)</p> <p>Frequency: The collection fee for Refuse and/or Recycling 2 times per week service is \$27.51 per month. The collection fee for Refuse 3times per week service is \$34.77 per month. The collection fee for Refuse and/or Recycling 5 times per week service is \$48.18 per month. The collection fee for Refuse 6 times per week service is \$68.90 per month. The collection fee for Refuse and/or Recycling 7 times per week service is \$89.41 per month. The collection fee for Refuse 7 days per week, 2 times a day service is \$140.61 per month.</p> <p>Volume: In addition to the collection fees, commercial refuse customers must buy City approved trash bags for \$1.50 per bag.</p> <p>In addition to the collection fee, ABC recycling customers will pay the following fee per City provided 32-gallon container: Serviced 2 times per week billed at the rate of \$7.74 per month per container. Serviced 5 times per week billed at the rate \$19.29 per month per container. Serviced 7 times per week billed at the rate of \$27.03 per month per container.</p>	<p>Section 5: Commercial Customers in Downtown Business Area (area defined at 3rd St. to Water St and Ann St to Red Cross St.)</p> <p>Frequency: The collection fee for Refuse and/or Recycling 2 times per week service is \$28.62 per month. The collection fee for Refuse 3times per week service is \$36.17 per month. The collection fee for Refuse and/or Recycling 5 times per week service is \$50.11 per month. The collection fee for Refuse 6 times per week service is \$71.66 per month. The collection fee for Refuse and/or Recycling 7 times per week service is \$93.41 per month. The collection fee for Refuse 7 days per week, 2 times a day service is \$146.24 per month.</p> <p>Volume: In addition to the collection fees, commercial refuse customers must buy City approved trash bags for \$1.56 per bag.</p> <p>In addition to the collection fee, ABC recycling customers will pay the following fee per City provided 32-gallon container: Serviced 2 times per week billed at the rate of \$8.05 per month per container. Serviced 5 times per week billed at the rate \$20.07 per month per container. Serviced 7 times per week billed at the rate of \$28.12 per month per container.</p>
<p>Section 6: Residential Downtown Business Area Customers (defined as residents living in the downtown business area excluding single family homes)</p> <p>The refuse collection fee for up to seven times a week service is \$22.00 per month. This fee includes ten (10) City approved trash bags per month.</p>	<p>Section 6: Residential Downtown Business Area Customers (defined as residents living in the downtown business area excluding single family homes)</p> <p>The refuse collection fee for up to seven times a</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
	week service is \$22.88 per month. This fee includes ten (10) City approved trash bags per month.
<p>Section 7: Recycling</p> <p>The fee for each additional recycling cart \$4.51 per cart per month.</p>	<p>Section 7: Recycling</p> <p>The fee for each additional recycling cart \$4.70 per cart per month.</p>
<p>Chapter VI. Planning, Zoning, and Miscellaneous Fees and Permits Article A. Planning and Zoning Fees and Permits</p>	
<p>Section 11. Sidewalk Café Permits</p> <p>Facility/Activity: Initial: \$250 Renewal: \$150</p> <p>Sidewalk Café Permit: Initial: \$25 Renewal: \$10</p> <p>Sandwich Board Signs: Initial: \$25 Renewal: \$10</p>	<p>Section 11. Sidewalk Café and News Rack Permits</p> <p>Sidewalk Café Permit: Initial: \$250 Renewal: \$150</p> <p>Sidewalk Furniture: Initial: \$25 Renewal: \$10</p>
<p>Chapter VII. Stormwater Service Fees Article A. Single Family Residential Rates</p>	
<p>Section 2. Standard Rate</p> <p>All single-family residential properties shall be billed the standard bimonthly rate established in this section.</p> <p>The standard rate shall be \$8.35 per month billed at the rate of \$16.70 bimonthly for all single-family residential properties, with the exception of properties eligible for a reduced rate.</p>	<p>Section 2. Standard Rate</p> <p>All single-family residential properties shall be billed the standard bimonthly rate established in this section.</p> <p>The standard rate shall be \$8.43 per month billed at the rate of \$16.86 bimonthly for all single-family residential properties, with the exception of properties eligible for a reduced rate.</p>

PROPOSED FEE SCHEDULE CHANGES FY22	
Current	Adopted
<p>Section 3. Rate per Equivalent Residential Unit</p> <p>All other property uses will be charged the rate of \$8.35 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 \$16.70 times the number of ERU.</p>	<p>Section 3. Rate per Equivalent Residential Unit</p> <p>All other property uses will be charged the rate of \$8.43 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 \$16.86 times the number of ERU.</p>

REVENUE ESTIMATES

REVENUE SUMMARY ALL FUNDS

FUND	OPERATING FUNDS	FY20 Actual	FY21 Adopted	FY22 Adopted	Change FY21 to FY22
100	GENERAL FUND	\$ 119,744,240	\$ 115,713,806	\$ 127,516,557	10%
500	STORM WATER MANAGEMENT FUND	\$ 12,690,582	\$ 12,909,922	\$ 12,852,468	0%
560	SOLID WASTE MANAGEMENT FUND	\$ 9,840,238	\$ 10,023,445	\$ 11,128,014	11%
	OPERATING FUNDS TOTAL	\$ 142,275,061	\$ 138,647,173	\$ 151,497,039	21%
FUND	PROGRAM FUNDS				
210	SPECIAL PURPOSE FUND	\$ 3,488,792	\$ 3,038,221	\$ 3,397,354	12%
220	CONVENTION CENTER FUND	\$ 8,981,298	\$ 8,670,891	\$ 6,621,736	-24%
223	COMMUNITY DEVELOPMENT FUND	\$ 1,115,592	\$ 1,040,399	\$ 1,055,662	1%
224	CD/HM GRANTS & LOAN ADMIN FUND	\$ 586,446	\$ 702,606	\$ 725,195	3%
225	HOME INVESTMENT PARTNRSHP FUND	\$ 1,832,997	\$ 1,196,894	\$ 1,350,702	13%
550	PARKING FACILITIES FUND	\$ 26,761,743	\$ 6,475,767	\$ 5,974,812	-8%
570	GOLF FUND	\$ 1,681,049	\$ 1,544,637	\$ 1,693,796	10%
610	EQUIP MAINT & REPLACEMENT FUND	\$ 8,755,861	\$ 7,452,929	\$ 10,002,526	34%
650	TECHNOLOGY REPLACEMENT FUND	\$ 1,129,439	\$ 1,403,582	\$ 1,452,050	3%
	PROGRAM FUNDS TOTAL	\$ 54,333,218	\$ 31,525,926	\$ 32,273,833	45%
FUND	DEBT SERVICE FUND				
150	DEBT SERVICE FUND	\$ 38,843,661	\$ 27,119,469	\$ 27,977,672	3%
	DEBT SERVICE FUND TOTAL	\$ 38,843,661	\$ 27,119,469	\$ 27,977,672	3%
FUND	SPECIAL TAX DISTRICTS				
215	SPECIAL TAX DISTRICTS	\$ 542,372	\$ 589,153	\$ 618,155	5%
	SPECIAL TAX DISTRICTS TOTAL	\$ 542,372	\$ 589,153	\$ 618,155	5%
FUND	CAPITAL PROJECT FUNDS				
331	CP-STREETS & SIDEWALKS FUND	\$ 17,849,786	\$ 3,601,375	\$ 16,584,899	361%
333	CP-PARKS & RECREATION FUND	\$ 30,255,543	\$ (22,927)	\$ 2,815,283	-12379%
334	CP-BUILDING IMPROVEMENTS FUND	\$ 14,951,974	\$ 1,691,374	\$ 7,444,233	340%
339	CP-PUBLIC IMPROVEMENTS FUND	\$ 493,345	\$ -	\$ -	-%
502	CP-STORM WATER FUND	\$ 8,300,924	\$ 3,403,764	\$ 2,975,000	-13%
552	CP-PARKING FACILITIES FUND	\$ 11,081,636	\$ 51,000	\$ 51,000	0%
572	CP-GOLF FUND	\$ 201,509	\$ -	\$ -	-%
	CAPITAL PROJECT FUNDS TOTAL	\$ 83,134,717	\$ 8,724,586	\$ 29,870,415	242%
	TOTAL ALL FUNDS	\$ 319,129,029	\$ 206,606,307	\$ 242,237,114	17%
	LESS INTERFUND TRANSFERS	\$ 24,234,549	\$ 23,585,454	\$ 28,834,754	22%
	NET OPERATING & CAPITAL	\$ 294,894,480	\$ 183,020,853	\$ 213,402,360	17%

REVENUE ESTIMATES

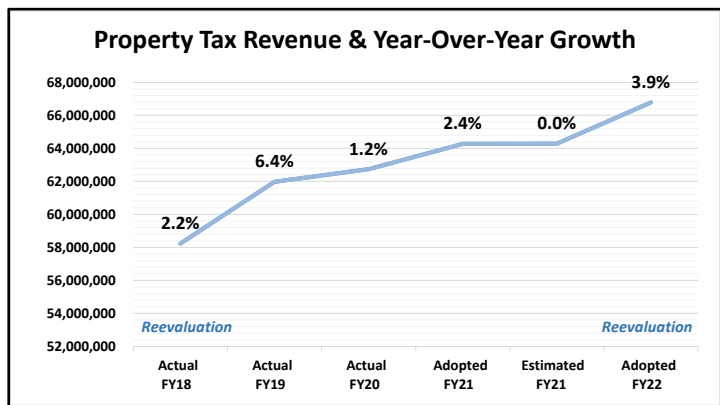
The revenue estimates for the FY22 budget have been made in accordance with the City’s Financial Management Policies. These estimates include only those reasonably expected to be realized during the fiscal year to meet all operating, debt and capital needs in line with the “no deficiency” budget requirements imposed by State Statute. Only significant revenue sources for all funds are listed as follows:

General Fund

Revenue	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
PROPERTY TAX	\$ 62,737,901	\$ 64,273,794	\$ 64,273,794	\$ 66,782,516	3.9%
SALES TAX	\$ 30,118,041	\$ 28,310,354	\$ 28,310,354	\$ 32,485,457	14.7%
UNRESTRICTD INTERGOV	\$ 11,996,980	\$ 12,320,934	\$ 12,320,934	\$ 12,000,855	-2.6%
RESTRICTED INTERGOV	\$ 9,041,511	\$ 3,164,111	\$ 3,164,111	\$ 3,094,361	-2.2%
CHARGES FOR SERVICE	\$ 2,655,229	\$ 2,324,064	\$ 2,331,408	\$ 2,677,664	15.2%
INTEREST EARNINGS	\$ 803,648	\$ 328,000	\$ 328,000	\$ 40,000	-87.8%
LICENSE FEE & PERMIT	\$ 840,146	\$ 735,000	\$ 735,000	\$ 829,000	12.8%
FINES & FORFEITS	\$ 109,275	\$ 125,000	\$ 125,000	\$ 94,500	-24.4%
OTHER TAX	\$ 384,757	\$ 382,000	\$ 382,000	\$ 324,700	-15.0%
MISCELLANEOUS	\$ 1,056,751	\$ 374,030	\$ 352,569	\$ 324,669	-13.2%
APPROPR FUND BALANCE	\$ -	\$ 3,376,519	\$ 10,475,590	\$ 8,862,835	162.5%
Grand Total	\$ 119,744,240	\$ 115,713,806	\$ 122,798,760	\$ 127,516,557	10.2%

Property Taxes

The City of Wilmington’s projected FY22 **property tax growth** over FY21’s adopted budget totals 3.9% and is a continued indication of the positive trend in the real estate market as multi-family, hotel and office construction projects continue to expand our tax base. The city’s tax base for FY22³⁵ is estimated at \$21,665,500,000 with the city’s real property totaling \$20,556,500,000 and Motor Vehicle property equaling \$1,109,000,000. With a



\$0.3808 tax rate, one penny equates to a value of \$2,144,867 using a collection rate of 98.95% for property tax and 100% for motor vehicles. The tax base is expected to provide the city \$81,679,184 which is split between two funds. The split is as follows:

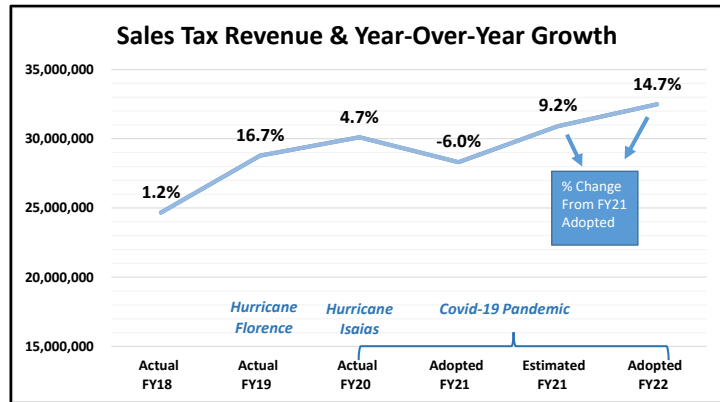
- General Fund (\$66,385,579/\$0.3095)
- Debt Service (\$15,293,605/\$0.0713)

35 Estimates on tax base were obtained from the March 17, 2021, update from the NHC Tax Administrator.

The total property tax category that includes current year Ad Valorem, but also prior year collections and interest and penalties is estimated to collect \$66,782,516.

Local Sales Tax

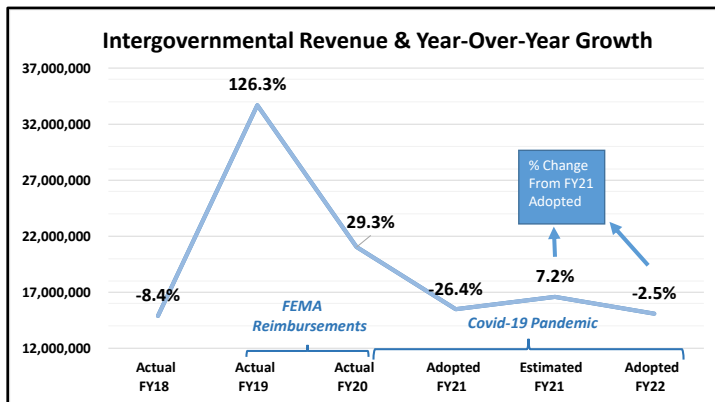
Local sales tax revenues for FY22 are estimated at \$32,485,457 reflecting a 14.7% increase or \$4.17M over FY21 adopted levels of \$28,310,354. Sales Tax represents 26% of the total General Fund revenues. Of the total amount, \$15.1 million comes from the locally collected and distributed one-cent levy (Article 39). The balance of the revenue, approximately \$17.3 million, comes from the statewide collected levies (Article 40, 42, and 44). All 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. The budget reflects a 12.8% increase from FY21 adopted levels which is mainly due to short-term lodging registration revenue which was increased by \$95,000 based on collection trends. This category of revenue makes up less than 1% of the General Fund revenues totaling \$829,000.

Intergovernmental Revenues



The third largest revenue stream is **Intergovernmental Revenues**. The category has decreased from FY21 by roughly 2.5% or \$389K (FY21: \$15,485,045; FY22: \$15,095,216). A lot of the reduction is a result of the pandemic and the subsequent policies changes easing customer impacts. Many utility companies were ceased cutoffs for non-payment, provided penalty waivers, and/or instituted payment plans. Additionally, there were

funds available federally and from the State to help with these payments.

The spikes seen in the Intergovernmental Revenue graph relate to FEMA funding reimbursements for Hurricane Matthew in FY17 and Hurricane Florence in FY19 and into FY20.

A few highlights of revenue types found in this category follows:

- The utility franchise tax, also known as the electricity sales tax, is the largest revenue source in this category budgeted at \$7.4M for FY22, representing a 4.6% decrease under the FY21 adopted budget of \$7.78M. The estimate is based on the projected FY21 year-end of \$7.4M, the continued pandemic policies causing less revenue to be collected and the commercial sector that has implemented remote work and may slowly reopen in mid-FY22.
- Video programming and telecommunications continue to decline by roughly 1% as consumer behavior changes to more people turning to streaming services over cable and turning to cell phones rather than land lines. However, during the pandemic, telecommunications has seen a rise with virtual school and remote work. For the above reasons, the *FY22 Adopted Budget* continues with a 5.3% or \$70K decrease for the video programming but has a slight increase of 4.1% or \$32K for telecommunications.
- The Powell Bill Gasoline tax stayed flat with the unknown dissemination of the revenue due to the pandemic impact with the North Carolina Department of Transportation that saw high revenue declines in the beginning of the pandemic. Presently, their revenue is exceeding their expectations and it is hoped that the Powell Bill funding will be fully restored. Since that is unknown, the city budgeted the same rate as FY21 (\$2.9M).

Charges for Current Services

Charges for current services represent approximately 2% of total anticipated General Fund revenues for FY22. Charges for current services are classified in five sub-categories: general government services, public safety services, public services, recreation programs, and miscellaneous charges. For the FY22 budget, these revenues total \$2,677,664 which represents almost a 15% increase from FY21's adopted budget. The Parks and Recreation division revenue estimates are up due to the upcoming opening of Water Front Park's amphitheater. This revenue is mainly associated with rent and ticket sales related to the outsourcing of the venue. Many of the other revenues have remained stable or decreased slightly in response to the pandemic and slow opening of the economy.

Other Revenue, Donation, Interest Earnings and Fines and Forfeitures

Other Revenue includes rental vehicle tax that is trending downward in response to the pandemic and less travel opportunities. There is still a healthy budget of \$324,700 for FY22. The miscellaneous revenue sources budget's totals \$324,669 and reflects rental income totaling \$144,669 and NHC Board of Education's last year of an interlocal agreement related to Legion Stadium and school athletic facilities. Interest earning budgeted \$40,000 reflects a sharp decrease from the FY21 adopted budget of \$328,000. The estimates are reflective of the current and anticipated market rates attributed to the existing economic position throughout the country. Fines and Forfeitures include civil citations and fire code violations. The budget reflects \$35,000 in civil citations down from FY21's budget of \$65,000. The entire category's budget is estimated at \$783,869.

Appropriated Fund Balance

Use of appropriated fund balance in the amount of \$8,471,835 is included in the budget for the following reason:

- Transfers to the CIP totaling \$7,391,440
- Purchase of one-time items totaling \$1,060,395
- Restricted Fund Balance in the amount of \$20,000 for governance special travel

General Fund Unassigned fund balance as of June 30, 2022, is anticipated to be approximately 29.41% of FY22 budgeted expenditures or \$37,387,308.

Stormwater Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
STORMWATER UTILITY FEE	\$ 12,412,673	\$ 12,802,127	\$ 12,802,127	\$ 12,740,151	0%
LICENSE FEE & PERMIT	\$ 48,500	\$ 51,000	\$ 51,000	\$ 51,000	0%
MISCELLANEOUS	\$ 2,371	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 146,102	\$ 56,795	\$ 56,795	\$ 20,000	-65%
RESTRICTED INTERGOV	\$ 80,935	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ -	\$ 1,604,603	\$ 41,317	-%
REVENUE Total	\$ 12,690,582	\$ 12,909,922	\$ 14,514,525	\$ 12,852,468	0%

Stormwater Utility Fees

The **Stormwater Utility Fees** for FY22 represents a less than 0.5% decrease under the FY21 adopted budget. This is the fourth year of a 1% increase in the Stormwater utility rate in accordance with the Stormwater rate model. The rate is for FY22 is \$8.43 per ERU from FY21’s \$8.35 per ERU with the revenue estimated at \$9,660,407.

There is \$37,000 budgeted for an annual interlocal agreement with the State of North Carolina for **street sweeping and drainage maintenance services** performed on state-maintained streets.

The General Fund pays the Stormwater Fund for the **city street stormwater fee**, which for FY22 represents \$3,042,744. 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

Interest on investments (\$20,000) have decreased since FY21 by 65% due to the current economy. Also budgeted for FY22 is **license fee and permits** for Stormwater discharge (\$51,000). Permit fees are collected from some new developments where on-site retention is not feasible, and a payment is made in lieu of constructing such facilities.

Appropriated Fund Balance

The FY22 budget is appropriating \$41,317 of **fund balance**. The expected unassigned fund balance in the Stormwater Fund as of June 30, 2022, is expected to be \$10,665,395 or 82.98% of FY22 projected expenditures.

Recycling and Trash Services Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
CHARGES FOR SERVICE	\$ 9,611,370	\$ 9,756,088	\$ 9,756,088	\$ 9,869,505	1%
FINES & FORFEITS	\$ 300	\$ -	\$ -	\$ 500	-%
INTEREST EARNINGS	\$ 81,255	\$ 32,631	\$ 32,631	\$ 11,500	-65%
MISCELLANEOUS	\$ 20,231	\$ 6,860	\$ 6,860	\$ -	-100%
OPERATING TRANSFR IN	\$ 29,866	\$ 29,866	\$ 29,866	\$ 38,366	28%
RESTRICTED INTERGOV	\$ 97,215	\$ 92,000	\$ 92,000	\$ 91,000	-1%
APPROPR FUND BALANCE	\$ -	\$ 106,000	\$ 498,097	\$ 1,117,143	954%
REVENUE Total	\$ 9,840,238	\$10,023,445	\$10,415,542	\$ 11,128,014	11%

Refuse Collection Fees

Recycling and Trash Services Fund revenues are earned primarily from monthly fees charged to 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 FY22 **refuse collection** budget reflects a 1.8% increase over FY21’s budgeted amount for a total of \$9,610,565.

Included in the Refuse Collection Fees category is an **activation fee** that is specifically for all new customer accounts. It is anticipated to generate approximately \$109,000 in FY22, \$10,000 less than FY21. Also included are the **bag purchases** for the central business district estimated to collect \$90,000 in FY22 which is 33% less than the \$130,000 budgeted in FY21. A small amount is budgeted for the **sales of recycling** (\$2,000) and a small amount for **special collection** (\$400).

Restricted Intergovernmental Revenue

This revenue collects the **solid waste disposal fee** budgeted at \$92,000 estimated for FY22. This fee is an excise tax that are imposed on the disposal of municipal solid waste, construction and demolition debris in a permitted landfill.

Interest Earnings

Interest earnings have decreased given the current economic environment and the pandemic unknowns. The amount anticipated for FY22 is \$11,500 down 65% from FY21's budget of \$32,631.

Transfer from General Fund

In FY17, a \$29,866 transfer from the General Fund started to aid in a cross departmental effort with the Wilmington Police Department to clean up City right of ways and illegal dumpsites. The **General Fund transfer** was increased to \$38,366 for FY22 to cover the programs cost.

Appropriated Fund Balance

An appropriation of **fund balance** is required in the amount of \$1,117,143. Some of the fund balance will be used to allow for Phase 2 of a consultant study (\$100,000) regarding rate and operations study. An additional \$727,400 was budgeted to repay the Fleet Fund for 4 packers purchased in FY20. Another \$220,887 was used to help balance the fund as recommended by the consultants until further analysis can be done to get the rates where they belong. An additional Unassigned fund balance for the Recycling and Trash Services Fund as of June 30, 2022, is anticipated to be approximately \$4,851,601 million or 43.6% of FY22 budgeted expenditures.

Parking Facilities Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
PARKING FEES	\$ 2,677,202	\$ 3,656,892	\$ 3,656,892	\$ 3,509,873	-4%
FINES & FORFEITS	\$ 418,875	\$ 475,000	\$ 475,000	\$ 437,000	-8%
INSTALLMENT FINANCNG	\$ 22,270,000	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 56,303	\$ 21,875	\$ 21,875	\$ 5,700	-74%
OPERATING TRANSFER IN	\$ 102,233	\$ 2,322,000	\$ 2,622,000	\$ 1,926,239	-17%
APPROPR FUND BALANCE	\$ 1,237,131	\$ -	\$ 28,806	\$ 96,000	-%
REVENUE Total	\$ 26,761,743	\$ 6,475,767	\$ 6,804,573	\$ 5,974,812	-8%

Parking Fees

The parking fees category consists of parking facility hourly, monthly, lease and special event fees. Also included are meters, meter permits and residential parking program permits. The FY22 **parking fees** budget of \$3,509,873 represents a 4% decrease over FY21's budget totaling \$3,656,892. The budget was developed conservatively with the pandemic restrictions lessening and tourist and residents beginning to attend events downtown, but uncertainty remains.

Fines and Forfeits

The **finer and forfeits** category consist of parking fines. The budget for FY22 is \$437,000 an 8% decrease over FY21's adopted budget of \$475,000. The automated parking machines continue to allow customers to pay for parking in a more efficient manner continuing the downward fine trend seen in the last few years since the installation of the machines.

Interest Earnings

Interest earnings decreased for FY22 by roughly 74%. The FY22 budget totals \$5,700 compared to the FY20 budget of \$21,875. Anticipated interest earnings for FY22 are estimated lower across the city due to the economic environment that has decreased interest earning rates.

Operating Transfer

An **operating transfer** from the debt service fund in the amount of \$1,926,239 is budgeted in FY22. In FY21 the repayment of debt for the construction of the River Place Deck began, FY22 budgeted another transfer-in totaling \$1,926,239 for this purpose from the Debt Service Fund.

Appropriated Fund Balance

FY22 Parking budget has \$96,000 of fund balance anticipated, of which \$51,000 is to be transferred over the CIP Parking Fund's camera deck replacement project to build up the appropriate funding when replacements are required. The remaining \$45,000 is budgeted in a reserve. The unassigned fund balance for the Parking Facilities Fund as of June 30, 2022, is anticipated to be approximately \$2,765,028 or 46.28% of FY22 budgeted expenditures.

Golf Course Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
GREENS/CONCESSIONS	\$ 1,673,648	\$ 1,542,950	\$ 1,542,950	\$ 1,692,396	10%
INTEREST EARNINGS	\$ 7,401	\$ 1,687	\$ 1,687	\$ 1,400	-17%
APPROPR FUND BALANCE	\$ -	\$ -	\$ 281,995	\$ -	-%
REVENUE Total	\$ 1,681,049	\$ 1,544,637	\$ 1,826,632	\$ 1,693,796	10%

Greens Fees/Concessions

This **greens and concessions** category is made up of charges for services to include concessions, cart rentals, discount and daily green fees. These fees include daily greens fees, tournament fees, and discount card greens fees. The FY22 budget increased by 10% over FY21 for a total of \$1,692,396. This is mainly attributable to estimated increase in beverage and retail concessions, discount cards and the daily green fees.

Interest Earnings

Interest on investments in the Golf Fund are budgeted with a decrease of 17% or \$287 from FY21's amount totaling \$1,400. Anticipated interest earnings for FY22 are estimated lower across the city due to the economic environment that has decreased interest earning rates.

Appropriated Fund Balance

Unassigned **fund balance** for the Golf Fund as of June 30, 2022, is anticipated to be approximately \$575,706 or 33.99% of FY22 budgeted expenditures. There is no appropriated fund balance budgeted for FY22.

Fleet Maintenance & Replacement Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
CHARGES FOR SERVICE	\$ 8,027,662	\$ 6,948,050	\$ 6,948,050	\$ 7,167,269	3%
INTEREST EARNINGS	\$ 125,539	\$ 159,108	\$ 159,108	\$ -	-100%
MISCELLANEOUS	\$ 321,196	\$ 5,000	\$ 5,000	\$ 5,000	0%
RESTRICTED INTERGOV	\$ 9,016	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ 272,448	\$ 340,771	\$ 2,584,440	\$ 2,830,257	731%
REVENUE Total	\$ 8,755,861	\$ 7,452,929	\$ 9,696,598	\$ 10,002,526	34%

Charges for Service

Charges for services includes Fleet Replacement funds for maintenance, insurance, resource replacement, fuel and pooled vehicle usage. 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 FY22 totaling \$7,167,269 is budgeted and represents 3% more than FY21’s funding.

Miscellaneous/Interest on Investments

Fleet budgets funding for anticipated **sale of assets** such as scrape metal. For FY22, \$5,000 is budgeted. FY22 does not have interest earnings budgeted.

Appropriated Fund Balance

Unassigned **fund balance** for the Fleet Fund as of June 30, 2020, is anticipated to be approximately \$8,616,859 or 115.62% of FY21 budgeted expenditures. Fund balance is used to purchase replacement vehicles and equipment as scheduled. The FY21’s budget totals \$340,771 a 74% decrease from FY20’s adopted budget of \$1,310,730.

Technology Replacement Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
COMPUTER REPLACEMENT	\$ 709,493	\$ 730,388	\$ 730,388	\$ 753,701	3%
TRANSFER IN FROM GENERAL FUND	\$ 408,410	\$ 673,194	\$ 673,194	\$ 448,349	-33%
FEMA REIMBURSEMENT	\$ 5,866	\$ -	\$ -	\$ -	-%
MISCELLANEOUS	\$ 3,667	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 2,003	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ -	\$ -	\$ 250,000	-%
REVENUE Total	\$ 1,129,439	\$ 1,403,582	\$ 1,403,582	\$ 1,452,050	3%

Computer Replacement Charges

The Technology Fund revenues of \$753,701 are internal charges to City departments for replacement of scheduled equipment including computers, docking stations, and other miscellaneous computer equipment. In addition to replacing computer equipment, the fee is used to partially cover network services which include networking equipment and service fees. In FY22, the standard charge is \$650 per computer seat. **Computer replacement** revenue represents 52% of the Technology Fund FY22 budget. Funding in this category increased by 3% which is attributed to a new Microsoft Enterprise Agreement

(2nd of 3-year agreement), pilot program for PC as a Service, expanded Wi-Fi opportunity and migrate telephone systems from Skype to Teams.

Transfer-In

These funds represent a **transfer-in** from the General Fund in the amount of \$448,349 to support the fund for the off-site hosting of certain applications used enterprise wide. The transfer-in represents 30% of the total revenues. This fiscal year, the revenue required by the general fund decreased by 33% or \$224,845 from FY21.

Appropriated Fund Balance

There is \$250,000 budgeted of unassigned **fund balance** to help with the planned network needs. Unassigned fund balance for the Technology Fund as of June 30, 2022, is anticipated to be approximately \$350,697 or 24.99% of FY22 budgeted expenditures.

Debt Service Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
PROPERTY TAX	\$ 14,786,936	\$ 14,992,449	\$ 14,992,449	\$ 15,292,900	2%
OPERATING TRANSFR IN	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	0%
GENERAL OBLIG BONDS	\$ -	\$ -	\$ 4,657,030	\$ -	-%
INSTALLMENT FINANCNG	\$ 14,097,362	\$ -	\$ 11,740,000	\$ -	-%
INTEREST EARNINGS	\$ 335,179	\$ 130,147	\$ 130,147	\$ 37,153	-71%
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 125,000	-%
RESTRICTED INTERGOV	\$ 289,352	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ 2,662,041	\$ 2,958,041	\$ 3,187,787	20%
REVENUE Total	\$ 38,843,661	\$ 27,119,469	\$ 43,812,499	\$ 27,977,672	3%

Property Tax

The expected FY22 revenue from **property tax** equals \$15,292,900, a 2% increase over the FY21's adopted budget of \$14,992,449. Of the FY22 Property Tax rate, 0.3808, \$0.0713 is dedicated to the Debt Service Fund to support capital projects related to the city's capital projects.

Transfer In

The standard operating **transfer-in** from the General Fund of \$9,334,832 is budget for FY22. This is to support capital projects and is embedded in the debt model to help cover expenses.

Interest Earnings

Interest earnings has a budget of \$37,153 for FY22, a 71% decrease over FY21’s budget of \$130,147. Anticipated interest earnings for FY22 are estimated lower across the city due to the economic environment that has decreased interest earning rates.

Appropriated Fund Balance

A total of \$3,187,787 of **fund balance** is budgeted in the Debt Service Fund for FY22 to balance the fund. Fund balance in the Debt Service fund is considered committed to projects approved and appropriated by council.

CDBG/HOME Grant & Loan Fund

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
OPERATING TRANSFER IN	\$ 586,446	\$ 702,606	\$ 702,606	\$ 725,195	3%
REVENUE Total	\$ 586,446	\$ 702,606	\$ 702,606	\$ 725,195	3%

Transfers In

Transfer-in category includes a General Fund transfer totaling \$118,180. The FY22 budget reflects the General Fund contribution to the CDBG/HOME Grant and Loan Fund activities within the City and is the same amount contributed in FY21.

A transfer from Community Development Block Grant Fund 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 66.14%. The budgeted \$471,945 represents a \$7,208 or 1.5% increase over the FY21 amount of \$467,737.

The third transfer is from HOME investment Partnership Fund and totals \$135,070 which is \$15,381 or 12.8% more than FY21’s amount of 119,689. This is the portion of HOME Investment Partnership entitlement funds associated with the program administration and planning activities.

MULTI-YEAR FUNDS

The City has implemented a new financial system and utilizes multi-year funds budget for life. They are budgeted and reported differently than the annual funds and the system does not allow easy representation of the actuals, adopted, and revised budgets. The fiscal year being budgeted has the numbers readily available but is uploaded in the system as budget adjustment and added to the existing funds. The charts below are only the adopted year represented in this publication.

Special Purpose Fund

	FY22 Adopted
REVENUE	
RESTRICTED INTERGOV	\$ 1,757,336
FINES & FORFEITS	\$ 1,083,099
INTEREST EARNINGS	\$ (10,873)
OPERATING TRANSFR IN	\$ 567,792
REVENUE Total	\$ 3,397,354

Restricted Intergovernmental

Total budgeted **restricted intergovernmental** revenue for FY22 totals \$1,757,336. This budgeted revenue includes \$206,660 from New Hanover County³⁶ for their contribution to the continued operating expenses associated with the Safelight program. Contributions from the Town of Leland, Pender County, and New Hanover County for the S.A.B.L.E. program budgeted in the amount of \$97,544 and Fed Forfeiture at \$115,000. State and Federal Contributions for the Wilmington Metropolitan Planning Organization and relative local matches from multiple member jurisdictions for the Metropolitan Planning Administration project are included in the amount of \$1,522,693. Continuing from FY21 in the Special Purpose Fund is \$69,000 from the Department of Public Safety for the Regional Fire HazMat Response.

Fines & Forfeits

Fine and late fee revenues for the Safelight program is estimated at \$1,080,050 for FY22 which is a 14% increase over FY21's total of \$946,173.

Transfer in From General Fund

A **transfer-in** totaling \$567,792 from the General Fund covers the City's contribution to the operation of the following Special Purpose Fund projects:

Transfers to the Special Purpose Fund moves funding into projects for various programs. The budget for FY22 includes:

- Metropolitan Planning Administration (WMPO): \$253,561, which includes the City of Wilmington contribution to the WMPO of \$112,478 and a general fund contribution of \$141,083 to balance the project.
- SABLE: \$164,231
- Safelight: \$150,000

³⁶ New Hanover County's Safelight contract totals \$234,000 annually; after adjusting for prior year unspent budget remaining in this project, which is housed in a multi-year fund, the amount is budgeted at \$100,615.

Interest on Investments

Interest on investments revenue anticipated on the cash balances for the Safelight program is estimated at \$28,368 for FY22 which required a budget transaction for life to date projects of a decrease to that category of \$10,873.

Convention Center Fund

	FY22 Adopted	
REVENUE		
RESTRICTED INTERGOV	\$	977,611
CHARGES FOR SERVICE	\$	473,777
MISCELLANEOUS	\$	2,188,092
ROOM OCCUPANCY TAX	\$	2,982,256
REVENUE Total	\$	6,621,736

Restricted Intergovernmental

Funding received from the NC Emergency Management in the amount of \$977,611 is being appropriated to support the convention center operations for FY22.

Charges for Current Services

The Convention Center has several **charges for services** to include the parking deck which is estimated to receive \$473,777 in revenue for FY22 with most of that revenue (N = \$280,500) associated with use by the adjacent hotel. Event parking is expected to bring in \$123,851 in revenue with monthly fees estimated to be \$21,220, hourly fees totaling \$1,842 and special events totaling \$46,364.

Miscellaneous

Miscellaneous revenues cover event and ancillary income are found in this category. It includes rental income (N = \$219,775), billing services (N = \$453,901), food and beverage (N = \$1,439,004) and other operating income (N = \$75,412) totaling \$2,188,092 for FY22.

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 \$2,982,256 covers a significant portion of the Convention Center expenditures at 45% of the budget.

Community Development Block Grant Fund (CDBG)

	FY22 Adopted	
REVENUE		
RESTRICTED INTERGOV	\$	1,055,662
REVENUE Total	\$	1,055,662

Restricted Intergovernmental

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). Funding totals \$1,055,662 of **restricted intergovernmental revenue** which is a 1% increase over FY21’s total of \$1,040,399.

Home Investment Partnership Fund

	FY22 Adopted	
REVENUE		
RESTRICTED INTERGOV	\$	693,501
OPERATING TRANSFR IN	\$	657,201
REVENUE Total	\$	1,350,702
APPROPRIATIONS		
COMMUNITY DEV ACTIVI	\$	1,215,632
TRANSFER TO	\$	135,070
APPROPRIATIONS Total	\$	1,350,702

Restricted Intergovernmental

The **restricted intergovernmental**, in this case a federal entitlement from HUD for the HOME program, is budgeted at \$693,501 representing a 16% increase from FY21’s adopted total of \$692,384.

Transfer-In

An amount of \$657,201 is **transfer-in** from the HOME investment fund is being appropriated to support the FY22 program which is an increase of 30% as compared to the FY21’s total of \$504,510. This increase is due to increases in Planning and Administration costs and to support an increase in housing projects per the Consolidated Plan.

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.

CITY OF WILMINGTON STRATEGIC PLAN (2017-2020)

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 and 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:** a broad statement toward which the organization's efforts are directed; identifies the 'what' the organization desires things to be
- **Community Outcomes:** specific and measurable milestones the community/organization sets that identifies success toward achieving 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

FY20 represented the final fiscal year of the city's strategic plan. Staff are currently working through a process to gather Council's feedback to update the plan. That progress was delayed due to the Covid-19 pandemic. The plan will be extended until such time as changes can be adopted and continues to support the recommendation in **Provide Sustainability and Adaptability** where staff capture a resiliency strategy and its associated actions steps. The recommendation includes the following:

8. Bring resiliency to the forefront when planning for city growth, building city facilities, and cultivating the city's human resources (Outcome link: 1, 4, 5, 7, 9)

Action Steps

- 8.1. City to develop an understanding of the challenges it faces, review its ability to address those challenges and unite people, projects, and priorities, to act on resilience challenges
- 8.2. City to hire an Emergency Management Coordinator to begin ingraining resiliency into projects, processes and training
- 8.3. Seek funding support from Federal and state governments to build and retrofit our infrastructure

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:

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

2. 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:

- 2.1. Real time CTR implementation
- 2.2. Initiate neighborhood sweeps
- 2.3. Pilot community policing approaches and roll out successful practices to more of the community

3. Implement a public safety staffing plan directed at a safer community (Outcome Link: 1, 2, 3, 4, 6, 7)

Action steps:

- 3.1. Ensure current staffing levels are resourced in key areas of the city

4. Employ comprehensive plan policies and land development codes to create both defensible spaces and safe streets (Outcome Link: 1, 5, 7)

Action steps:

- 4.1. Maximize active walls in pedestrian oriented areas and promote the development of more pedestrian oriented areas
- 4.2. Incorporate crime prevention through environmental design (CPTED) techniques in parks, public spaces, parking decks, and new developments to maximize community safety
- 4.3. Allow “drivability” centered mixed use development
- 4.4. Enhance bike and pedestrian infrastructure that increases bicycle and pedestrian safety and supports public health goals
- 4.5. Coordinate street designs with placemaking and pedestrian priorities to improve traffic flow and enhance bike and pedestrian safety
- 4.6. 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
- 4.7. Plan for police and fire services in coordination with development and growth projections to allow for the efficient provision of public safety services

5. Engage in public outreach to change citizen perception (Outcome Link: 1, 2, 3, 4, 7)

Action steps:

- 5.1. Creative messaging of media statements
- 5.2. Police will partner with key groups to convey common regional communications
- 5.3. Proactively target and implement additional neighborhood watch programs
- 5.4. Proactively identify City code violations and alert the property owner

6. 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.” (Outcome link: 6)

Action steps:

- 6.1. Provide innovative fire suppression operations in order to protect life, property and the environment
- 6.2. Provide specialized operational capabilities and strategies 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
7. Increase WAVE ridership year over year

Strategies

1. Create and follow a strategic transportation financial plan to include multiple partners (Outcome link: 1, 2, 3, 4, 5, 7)

Action steps:

- 1.1. Create the 2045 Metropolitan Transportation Plan

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

Action steps:

- 2.1. Work with New Hanover County towards a common understanding of effective mixed-use development and implement through respective code changes
- 2.2. Work through CFPUA and New Hanover County to encourage smart growth
- 2.3. 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:

- 3.1. Employ commercials, billboards and print ads promoting safe bike, walk drive rules
- 3.2. Employ GTV8, the web and social media to convey safe driver behaviors

4. Enable and promote alternative modes of transportation (i.e., WAVE, carpooling, mass transit, bike sharing) (Outcome link: 3, 4, 6, 7)

Action steps:

- 4.1. Continue pursuit of rail realignment and trolley service through further studies, public awareness and development of regional partnerships
- 4.2. 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
- 4.3. Assess recommendations from FY18 joint City/County WAVE Study implementing practical and appropriate recommendations to streamline transportation in the region

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

Action Steps:

- 5.1. Increase attention to state and federal legislative action regarding transportation funding (e.g., Powell Bill Appropriations)
- 5.2. 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:

- 1.1. Pursue partnering projects in the tri-county
- 1.2. Revise and adopt new business incentive policy
- 1.3. 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:

- 2.1. Leverage non-profits such as WBD, WDI, Film, UNCW and TDA
- 2.2. Advocate with TDA for tourism strategies that extend beyond summer and attract more tourists
- 2.3. 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:

- 3.1. Develop codes that promote accessory housing
- 3.2. Market to citizens and developers benefits of placemaking; facilitate development projects that embody placemaking elements
- 3.3. Consult with the development community and citizens during the drafting of the new land development code to provide clarity, gather stakeholder input and promote timelier issuance of the permitting process
- 3.4. As development returns to a normal or an above normal volume of projects, provide adequate staffing to maintain an expedited pace of development review
- 3.5. 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:

- 4.1. Evaluate regional process as reported annually by the Wilmington Chamber of Commerce – Regional Economic Scorecard, WBD, TDA, WBI
- 4.2. Properly manage growth and development using comprehensive planning principles and policies seeking opportunities to coordinate with other local governments in the region

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 programs³⁷)

Strategies

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

Action steps:

- 1.1. Employ stream corridors and buffer areas for recreation and non-vehicular mobility
- 1.2. Investigate opportunities to allow for the use old railway beds for public spaces
- 1.3. 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:

- 2.1. Adopt a master plan for the northern end of downtown as part of the Greater Downtown Plan
- 2.2. Design the park to accommodate a diversity of events year round
- 2.3. Develop a promotional outreach plan that seeks to provide dynamic and diverse programming at the park
- 2.4. Maintain design schedule to keep on pace to be in a position to advertise for construction summer of 2018
- 2.5. Develop funding scheme for improvements including private contributions

³⁷ Twelve programs referenced includes collaborative programs. City runs 7 programs and 6 more collaboratively with city partners.

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

Action steps:

- 3.1. Develop a Sister City strategic plan
- 3.2. Participate and develop a Strategic Plan for the Arts Council and related groups
- 3.3. Promote the viability of the Arts Council by working in tandem with the Council to develop funding marketing, educational and cultural opportunities

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

Action steps:

- 4.1. Continue support for the film industry on the City's legislative agenda and through key stakeholders and partners

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

Action steps:

- 5.1. Continue support and growth of athletic events that positively impact the community
- 5.2. Market city programs to youth
- 5.3. Use social media as a method to promote activities available in the city's public spaces
- 5.4. 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:

- 6.1. Create, protect and enhance assets of area to attract creative talents
- 6.2. 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:

- 1.1. Increase resources going to organizations that address youth violence reduction programs
- 1.2. Encourage civic partners to collaborate on affordable housing/workforce housing and other city priorities
- 1.3. 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
- 1.4. Market and support active lifestyle programs
- 1.5. Market and support athletic and recreation programs

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

Action steps:

- 2.1. Leverage existing tools and resources that will enable the public to contribute opinions and ideas more readily
- 2.2. 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
10. Ratio of internal staff accepting promotions as compared to external candidates

Strategies

1. Invest in the development of human capital to meet organizational goals (Outcome link: 3, 10)

Action steps:

- 1.1. Develop internal service staffing plan to respond to the increased capital and resource growth and demand for service
- 1.2. Promote a culture of life-long learning through avenues such as career development, succession planning or the city's performance process

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

Action steps:

- 2.1. Develop policy on new construction following the draft environmental performance standards
- 2.2. Require capital projects to include total cost of ownership projections
- 2.3. Develop policy on personal appliances in city owned buildings/offices
- 2.4. Assess new and existing buildings for potential energy innovations
- 2.5. 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:

- 3.1. Pursue legislative strategies to charge new fees thus augmenting fees in lieu of taxes
- 3.2. Maximize dollars by leveraging grant opportunities
- 3.3. 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:

- 4.1. Develop local and regional partnerships, as well as private sector participation, to aid in the rail initiative
- 4.2. Develop new LDC employing form-based development principles where appropriate
- 4.3. Prepare and employ alternative transportation map for in land use decisions
- 4.4. Continue to link higher density development with higher density facilities, such as mixed-use centers and transit truck lines
- 4.5. 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:

- 5.1. Develop life cycle costing policies and steps for users to take
- 5.2. Deliver value for money through innovation and continuous improvement of processes

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

Action steps:

- 6.1. Facilitate a work program that evaluates the capabilities of the Mayor's Taskforce on affordable housing's recommendations
- 6.2. Seek incentives and greater flexibility in the Land Development Code to promote affordable housing
- 6.3. 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:

- 7.1. 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
- 7.2. Review current methods or establish new methods to enable citizens to find information, complete transactions and provide input via the city's website

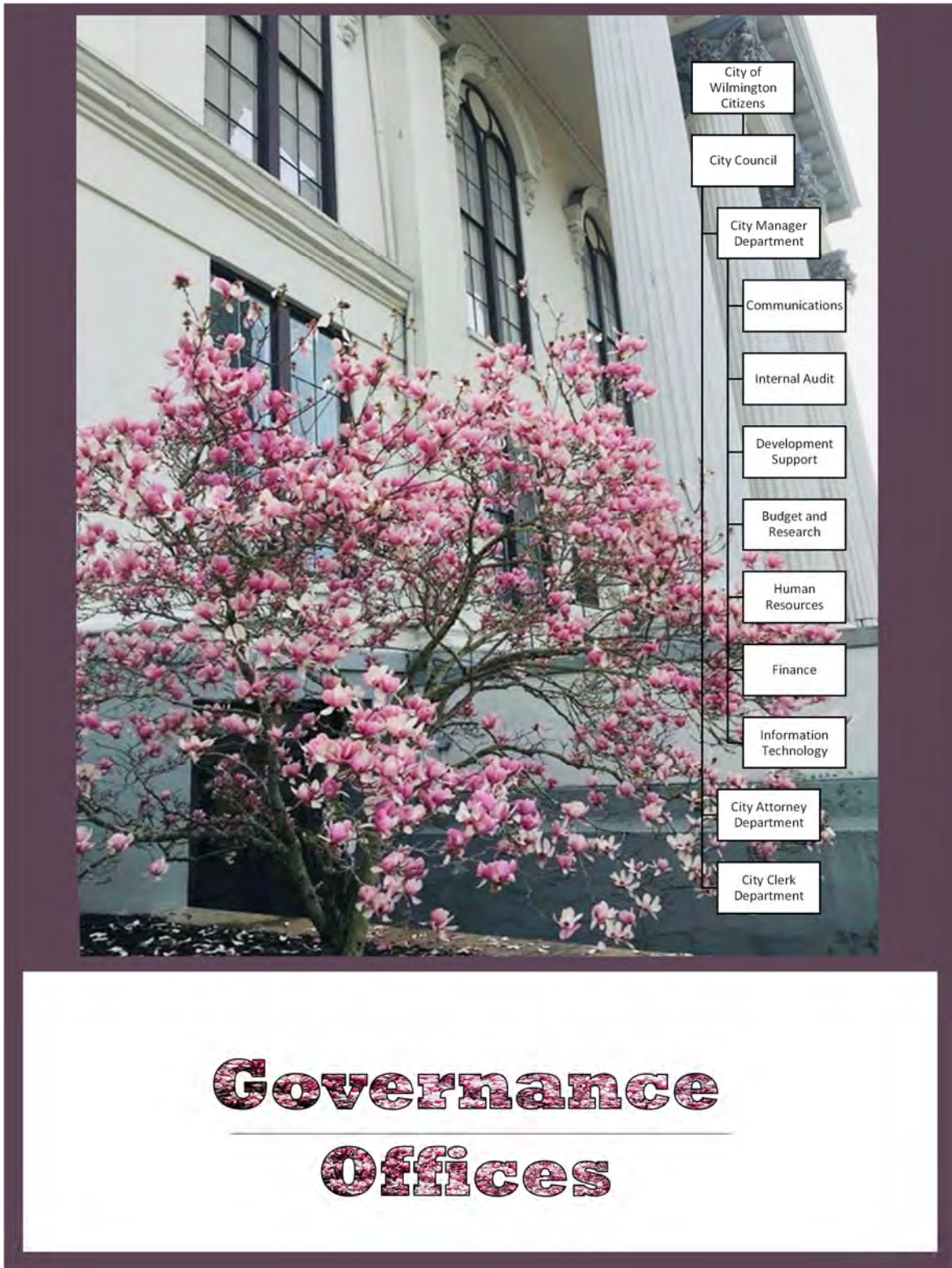
8. Bring resiliency to the forefront when planning for city growth, building city facilities, and cultivating the city's human resources (Outcome link: 1, 4, 5, 7, 9)

Action Steps

- 8.1. City to develop an understanding of the challenges it faces, review its ability to address those challenges and unite people, projects, and priorities, to act on resilience challenges
- 8.2. City to hire an Emergency Management Coordinator to begin ingraining resiliency into projects, processes and training
- 8.3. Seek funding support from Federal and state governments to build and retrofit our infrastructure

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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. The City Council also conducts special meetings, work sessions on the City budget, and other issues of special interest. All City Council meetings are broadcast live on cable channel 8, the City’s Government Information Channel. Taped meetings are also re-broadcast several times between City Council meetings.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
MAYOR AND COUNCIL					
PERSONNEL	\$ 129,780	\$ 131,476	\$ 131,476	\$ 150,975	15%
BENEFITS	\$ 46,919	\$ 52,954	\$ 52,954	\$ 55,840	5%
OPERATING	\$ 18,095	\$ 53,170	\$ 53,181	\$ 54,035	2%
MAYOR AND COUNCIL Total	\$ 194,793	\$ 237,600	\$ 237,611	\$ 260,850	10%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	7	7	7	7	0.00

Budget 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. Stipend Change

Total Cost: \$22,818

Priority: Strategic Priority: Compensation

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: An increase to Council's stipend is authorized over a 3-year period to bring the stipends up to the average benchmark cities in North Carolina. The plan would increase the stipends by 25% in both FY22 and FY23 followed by roughly 11% in FY24. FY25 onward a planned increase based on January's Southern Consumer Price Index would occur annually in the budget.

FY22 represents the first year of this plan increasing the budget by \$22,818. The stipend for the Mayor will increase from \$15,228 to \$19,035 and the stipend for all other councilmembers will increase from \$11,592 to \$14,490.

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CITY CLERK					
PERSONNEL	\$ 168,483	\$ 190,338	\$ 191,459	\$ 194,900	2%
BENEFITS	\$ 51,290	\$ 61,420	\$ 61,420	\$ 73,997	20%
OPERATING	\$ 20,798	\$ 30,157	\$ 29,545	\$ 29,919	-1%
CITY CLERK Total	\$ 240,572	\$ 281,915	\$ 282,424	\$ 298,816	6%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	3	3	3	3	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. Off-Cycle Business Decision: Compensation

Total Cost: (\$621)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$621 was shifted into the compensation lines to cover salary and benefits greater than the FY21 budgeted amounts in order to hire desired incumbent.

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CM-ADMINISTRATION					
PERSONNEL	\$ 928,288	\$ 834,191	\$ 919,191	\$ 858,249	3%
BENEFITS	\$ 235,811	\$ 238,533	\$ 238,533	\$ 249,516	5%
OPERATING	\$ 49,978	\$ 54,713	\$ 52,982	\$ 54,887	0%
CM-ADMINISTRATION Total	\$ 1,214,078	\$ 1,127,437	\$ 1,210,706	\$ 1,162,652	3%
CM-BUDGET					
PERSONNEL	\$ 326,395	\$ 368,979	\$ 368,979	\$ 424,673	15%
BENEFITS	\$ 83,623	\$ 109,105	\$ 109,105	\$ 132,114	21%
OPERATING	\$ 21,596	\$ 33,964	\$ 39,840	\$ 30,178	-11%
OUTLAY	\$ -	\$ 5,876	\$ -	\$ -	-100%
CM-BUDGET Total	\$ 431,614	\$ 517,924	\$ 517,924	\$ 586,965	13%
CM-ECONOMIC DEVELOPMENT					
PERSONNEL	\$ 91,198	\$ 91,367	\$ 91,367	\$ 94,083	3%
BENEFITS	\$ 23,931	\$ 25,970	\$ 25,970	\$ 28,075	8%
OPERATING	\$ 7,195	\$ 5,599	\$ 7,099	\$ 8,516	52%
ALLOCATED COSTS	\$ (33,138)	\$ (39,677)	\$ (39,677)	\$ (18,544)	-53%
CM-ECONOMIC DEVELOPMENT Total	\$ 89,186	\$ 83,259	\$ 84,759	\$ 112,130	35%
CM-INTERNAL AUDIT					
PERSONNEL	\$ 77,595	\$ 79,050	\$ 79,050	\$ 81,010	2%
BENEFITS	\$ 21,541	\$ 23,838	\$ 23,838	\$ 25,692	8%
OPERATING	\$ 4,437	\$ 7,849	\$ 7,849	\$ 7,966	1%
CM-INTERNAL AUDIT Total	\$ 103,573	\$ 110,737	\$ 110,737	\$ 114,668	4%
CM-PI-GOVERNMENT TELEVISION					
PERSONNEL	\$ 176,534	\$ 177,071	\$ 177,071	\$ 182,462	3%
BENEFITS	\$ 56,158	\$ 62,021	\$ 61,989	\$ 67,213	8%
OPERATING	\$ 48,980	\$ 58,381	\$ 56,490	\$ 57,499	-2%
OUTLAY	\$ -	\$ -	\$ 1,946	\$ -	-%
CM-PI-GOVERNMENT TELEVISION Total	\$ 281,672	\$ 297,473	\$ 297,496	\$ 307,174	3%
CM-PUBLIC INFORMATION					
PERSONNEL	\$ 193,086	\$ 196,460	\$ 203,995	\$ 267,094	36%
BENEFITS	\$ 48,964	\$ 55,185	\$ 55,130	\$ 94,984	72%
OPERATING	\$ 28,278	\$ 35,005	\$ 20,346	\$ 35,775	2%
OUTLAY	\$ -	\$ -	\$ 7,133	\$ -	-%
CM-PUBLIC INFORMATION Total	\$ 270,329	\$ 286,650	\$ 286,604	\$ 397,853	39%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CM-RAIL REALIGNMENT					
PERSONNEL	\$ -	\$ 114,446	\$ 114,446	\$ 116,979	2%
BENEFITS	\$ -	\$ 31,876	\$ 31,876	\$ 39,256	23%
OPERATING	\$ -	\$ 107,410	\$ 7,410	\$ 37,410	-65%
CM-RAIL REALIGNMENT Total	\$ -	\$ 253,732	\$ 153,732	\$ 193,645	-24%
CM-DIVERSITY EQUITY INCLUSION					
PERSONNEL	\$ -	\$ -	\$ -	\$ 87,647	-%
BENEFITS	\$ -	\$ -	\$ -	\$ 26,754	-%
OPERATING	\$ -	\$ -	\$ -	\$ 22,611	-%
OUTLAY	\$ -	\$ -	\$ -	\$ 10,000	-%
CM-DIVERSITY EQUITY INCLUSION Total	\$ -	\$ -	\$ -	\$ 147,012	-%
CITY MANAGER Total	\$ 2,390,452	\$ 2,677,212	\$ 2,661,958	\$ 3,022,099	12.88%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Administration	8	7	7	7	0.00
Budget and Research	4	5	5	5	0.00
Communications	6	6	6	7	1.00
Development Support	1	1	1	1	0.00
Diversity Equity and Inclusion	0	0	0	1.48	1.48
Internal Audit	1	1	1	1	0.00
Rail Realignment	0	1	1	1	0.00
City Manager Total	20	21	21	23.48	2.48

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 **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 **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 **Internal Audit** division conducts financial and compliance audits throughout the organization to identify and mitigate risks, to ensure compliance with applicable policies and procedures, to ensure that resources are utilized efficiently and effectively, and that 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.

The **Rail Realignment** division advances, manages and oversees all city efforts related to the Rail Realignment Project. The Rail Realignment Project would create a replacement freight rail route from Navassa into the Port of Wilmington and would allow for the acquisition and repurposing the existing freight rail right-of-way for alternative transportation uses such as a mass transit system or a greenway for pedestrians and bicyclists.

The **Diversity, Equity and Inclusion** (DEI) division within the City Manager's Department advances, manages and oversees all City efforts related to DEI and is instrumental in the initial success of the city's Rise Together Initiative. This division serves as the leadership experts in diversity and inclusion, leading the City's Diversity and Inclusion Committee efforts and establishing priorities to ensure a sustainable, high performing organization and community.

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Rail Economic Study

Total Cost: (\$100,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$100,000 was removed from the budget related to the Rail Realignment Economic Study funded in FY21.

B. One-time Funding Removal: Upfront Cost for New Employee

Total Cost: (\$7,621)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$7,621 of one-time funding associated with a Senior Budget Analyst was removed from the budget.

C. Off-Cycle Business Decision: Compensation

Total Cost: (\$7,536)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$7,535 was shifted into the compensation lines to cover half of the needed salary and benefits greater than the FY21 budgeted amounts to cover a desired reclassification of the Communications Specialist to Media Manager.

D. One-time Funding Removal: Moving Expenses

Total Cost: (\$5,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$5,000 was removed from the budget related to moving expense funded in FY21.

E. Reduction: Process Improvement Related to Printing Services

Total Cost: (\$680)

Priority: Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The Budget and Research Office found savings through a process improvement related to producing the adopted budget publication. The recommended publication has already shifted to an in-house production and the adopted budget publications will be produced in-house as well except for 15 copies that will still be professionally bound. This reduction has a savings of \$1,500, a portion of that funding was shifted to account for other department's needs and \$680 was given back to the general fund for other city priorities.

F. ICMA Conference

Total Cost: \$0

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$2,800 was shifted from within the department for the Assistant to the City Manager for Economic Development to attend International City/County Manager Association (ICMA) annual conference and provides funding for future training that was not provided for previously when the division was created.

Budget Modifications

A. Accessibility Services

Total Cost: \$2,318

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$2,318 has been approved for communication assessable services. The total enhancement costs \$8,380 of which a base shift of \$6,062 contributed to a portion of the need.

The request will provide resources for digital and print related to non-English translations (\$4,080) as well as American Sign Language (ASL) interpretive service (\$1,800) for certain public meetings, press conferences, and events.

Following Hurricane Florence and again amidst the pandemic, the need to communicate to those with limited hearing capabilities became apparent. This request also includes funds digital content production (\$2,500).

B. Rail Realignment Supplemental Public Engagement

Total Cost: \$10,000

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A critical component of the Rail Realignment planning process and environmental documentation process is keeping the public informed and engaged. Funding in the amount of \$10,000 is authorized to help the Rail Realignment efforts related to public engagement, especially for historically underserved populations throughout Wilmington that fall within the Rail Realignment Project Study Area.

This funding will work to fill the gaps in public engagement where more traditional methods of engagement fall short by providing the city an opportunity to engage local neighborhood leaders who will provide insight into best methods to engage their communities.

C. Economic Implementation Study (Seed Money)

Total Cost: \$20,000

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A request for \$20,000 in seed money to support a Rail Economic Implementation Study has been granted. Coming on the heels of the Rail Realignment feasibility study that help identify stakeholders and their potential roles, this study will now lay out the business plan and potential costs. The study is expected to partner with the North Carolina Department of Transportation, North Carolina Department of Commerce and other smaller stakeholders later in calendar year 2021.

The total estimated cost of the study is \$250,000. The study is expected to extend over two fiscal years, with spending in each fiscal year expected to be split evenly. This request contemplates successfully competing for \$200,000 in the State's upcoming biennial budget. The remaining \$50,000

would be funded by the city (\$10,000 each year) and additional contributions from outside stakeholders over two fiscal years, pending Council approval.

For this particular effort, it is important to show the partners the city has already identified funding for their share. The \$20,000 represents the city's two-year commitment for this study and will be reassigned to the Special Purpose fund once the other funding is authorized in FY22.

D. Indirect Charges

Total Cost: \$21,133

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Indirect charge adjustments were added to the budget for two reasons. First, a total of \$4,607 in base costs were adjusted to match current salary and benefits already in place. Second, a new charge to the General Fund totaling \$16,526 has been implemented for the Parking's Fiscal Support Specialist's time supporting Economic Development activities in the General Fund. That position is 100% funding in the Parking Fund; however, dedicates roughly 35% of positions time to General Fund activities.

E. New Position: Digital Engagement Coordinator

Total Cost: \$65,808

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding in the amount of \$65,808 allows the Communications department to hire a Digital Engagement Coordinator in October 2021. Funding includes salary of \$42,214 plus benefits, computer and pc lease participations, office supplies, phone stipend as well as travel and training funds.

During the 2020 calendar year, these platforms experienced significant growth in usage by residents, including a 287% increase in inbound messages to more than 21,000. The combined number of followers across social platforms increased by 17% to 99,055. These platforms have emerged as a primary means by which many citizens interact with the city, and timely staff response to messages is critical.

This position will provide the necessary capacity to manage social media platforms, develop communications content that is native to digital environments, and develop new platforms to meet current and emerging communications needs. A significant portion of the position will be devoted to overseeing and improving the city's website, which has evolved notable deficiencies while also experiencing a significant increase in use.

F. Diversity, Equity & Inclusion Program

Total Cost: \$147,012

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 1.00 Part-Time: 0.48

Description: A new Diversity, Equity and Inclusion (DEI) division has been created in the City Manager's Office. The newly formed program will be pivotal in moving the city's Rise Together Initiative forward. The program will help implement the DEI assessment strategic plan moving the city closer to bridging the service barriers our citizens and employees face.

Funding for 9 months, in the amount of \$106,826, is approved to hire a DEI Manager in the City Manager Department to be hired October 2021 which includes salary of \$67,500, benefits of \$25,858 in benefits including a cell phone allowance and \$13,468 in operating expenses for travel, training, office supplies, a laptop to include annual replacement charges and office furniture purchases. Of these expenses, \$7,318 are one-time expenses for a computer (\$1,818) and office furniture (\$5,500). Annual salary (\$90,000), benefits (\$31,204) and operations (\$6,150) for this position equal \$127,354.

This position is key to the city's Rise Together initiative success. Responsibilities include providing equity and inclusion strategic direction for the city by overseeing the development and implementation of a comprehensive plan for diversity, equity and inclusion. They will implement training to staff and collaborate with other community leaders/organizations to advance the city's strategic objectives.

Nine months of funding totaling \$25,011 is authorized for a part-time (0.48 FTE) DEI Specialist to be hired October 2021. Funding covers salary (\$19,547) plus benefits, operating expenses related to computer requirements, cell phone, travel and training funds. Of this funding \$1,818 is a one-time expense for a computer. Annual salary for this position is \$26,063, plus benefits of \$1,994 and operations, totals \$32,025.

This position will help focus on historically marginalized populations and the information barriers they face as it pertains to city services, public information and opportunities for civic participation. The position will provide direct engagement, community education, public involvement, related programming and oversee the city's assessable services. Additionally, the position will focus on improving internal communication among staff making information more assessable and consistent.

Performance Measures

Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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 items brought forward from Councilmembers	5	5	4	5
Foster a Prosperous, Thriving Economy		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	2	4	3	6

Engage in Civic Partnerships		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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 as measured in the biennial citizen survey	Measure: Publish regular newsletters	1	3	2	2

Engage in Civic Partnerships		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 Target
Goal: Maintain existing communication infrastructure to facilitate continued one-way information sharing and two-way engagement with citizens					
Objective: To solicit public opinion on city projects, issue, initiatives	Measure: Number of responses to citizen surveys and feedback opportunities (excluding biennial citizen survey)	n/a	2,000	2,222	2,000
Objective: To increase the availability of citizen feedback on city initiatives and performance	Measure: Number of departments and special initiatives that utilize citizen surveys and feedback opportunities	n/a	3	4	4
Objective: To analyze, identify, and report areas of key public interest or concern by developing citizen feedback reports	Measure: Number of reports generated from social listening and citizen surveys and feedback opportunities	n/a	12	9	12

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CITY ATTORNEY					
PERSONNEL	\$ 761,342	\$ 792,850	\$ 795,946	\$ 917,207	15.7%
BENEFITS	\$ 215,035	\$ 243,259	\$ 243,259	\$ 296,445	21.9%
OPERATING	\$ 62,542	\$ 88,483	\$ 84,887	\$ 98,492	11.3%
CITY ATTORNEY Total	\$ 1,038,920	\$ 1,124,592	\$ 1,124,092	\$ 1,312,144	17%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	10	10	10	11	1.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Budget Modifications

A. Salary Adjustment: Administrative Support Specialist

Total Cost: \$3,189

Priority: Strategic Priority: Compensation

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$2,000 is authorized to increase the Administrative Support Specialist salary and benefits to remedy compression issues.

B. Equipment: Laptops (2)

Total Cost: \$4,375

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding to lease two (2) additional laptops and docking stations for use in City Attorney's conference room has been authorized in order to conduct trainings, mediations, and other meetings in a more efficient manner.

C. Salary Adjustment: Deputy City Attorney

Total Cost: \$6,189

Priority: Strategic Priority: Compensation

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$6,189 has been authorized to increase the Deputy City Attorney's salary by \$5,000 plus benefits in order to move the salary closer to the market rate.

D. New Position: Associate Attorney

Total Cost: \$107,408

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding in the amount of \$107,408 allows the City Attorney to hire an Associate Attorney at a salary of \$75,000 plus benefits and associated operating such as training, computer needs, cell phone stipend etc. The position will be an entry level position that will assist the senior attorneys with the caseload particularly related to real property acquisitions.

The Attorney's Office is seeing an influx of acquisition needs related the Transportation Bond projects as well as Stormwater CIP projects. The department realistically can process roughly 70 property acquisitions a year. In the next two years estimates are up to 637 required acquisitions with expectations of some condemnations. This position will help streamline the process and cut back on outside legal counsel which can be cost prohibitive.

HUMAN RESOURCES

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

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
HUMAN RESOURCES					
PERSONNEL	\$ 801,141	\$ 791,342	\$ 818,893	\$ 813,191	3%
BENEFITS	\$ 215,867	\$ 235,995	\$ 235,995	\$ 248,022	5%
OPERATING	\$ 59,839	\$ 109,654	\$ 105,748	\$ 111,015	1%
HUMAN RESOURCES Total	\$ 1,076,847	\$ 1,136,991	\$ 1,160,636	\$ 1,172,228	3%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	11	11	11	11	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Performance Measures

Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	88%*	95%	85%	90%
	Measure: Percentage of positions posted with prescreening questions	100%	100%	100%	100%

Provide Sustainability and Adaptability		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	Target
	Measure: Number of positions filled at or before 60 days (from initial posting date to start date)	57%	60%	50%	55%
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%	95%	98%	96%	98%
	Measure: Percentage of participants rating training programs as useful to their job with a goal of 90%	100%	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.	48%**	55%	49%	50%
	Measure: Percent participation in the annual Health Risk Assessment	N/A***	85%	68%	80%

*Revised down to reflect accurate data for FY20

**Target not met due to COVID-19 and clinic being closed.

***No HRA was completed for FY21 due to COVID-19

FINANCE

The Finance Department is responsible for all financial transactions to include accounts payable and receivable, management of fixed assets, payroll, cash receipts, internal mail delivery throughout the city, procurement, grant reporting, preparation of the city's Comprehensive Annual Financial Report, filing of statutory reports, and the management of the city's cash and investment portfolio and debt issuance. Also, under the umbrella of Finance, though presented separately, is the Community Development/Housing Division who 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 Fleet Division of Finance provides a safe and efficient management of city-owned passenger motor vehicles and equipment through the management of a full-service maintenance facility. The Fleet division budget is shown in the Other Funds section under Fleet Fund.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
FINANCE					
PERSONNEL	\$ 1,649,010	\$ 1,744,976	\$ 1,744,976	\$ 1,879,057	8%
BENEFITS	\$ 479,905	\$ 549,161	\$ 553,597	\$ 639,947	17%
OPERATING	\$ 121,768	\$ 263,750	\$ 258,314	\$ 264,416	0%
ALLOCATED COSTS	\$ (160,575)	\$ (166,718)	\$ (166,718)	\$ (172,966)	4%
FINANCE Total	\$ 2,090,108	\$ 2,391,169	\$ 2,390,169	\$ 2,610,454	9%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	27	27	27	29	2.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Budget Modifications

A. Software: Lease Accounting Software

Total Cost: \$10,500

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: With the new GASB 87 Lease Standard effective July of FY22, city leases that fall into the requirement criteria will have to be capitalized for the entire term of the lease and recorded on the financial statements the year it is effective. This requirement is a significant undertaking. To aid in this effort, a total of \$10,500 was authorized to support the purchase and on-going cost of Debt Book. This software will provide a database for the leases and is able to calculate the required terms, valuations and amortizations needed for the city to comply with the new GASB Standard.

The entire package costs \$13,500, of which \$3,000 is for a one-time set-up fee. The department shifted funding from contracted temporary services to help keep the cost down.

B. New Position: Sr. Accountant/Grants

Total Cost: \$37,395

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Nine months of funding totaling \$62,606 in salary and benefits has been authorized to hire a Senior Grants Accountant (E6) in the Finance Department. The annual salary is \$60,000 with \$23,475 in benefits and \$3,789 in operating expenses for travel, training, office supplies, office furniture and a laptop to include annual replacement charges. Of these expenses, a total of \$1,570 is a one-time expense for a computer. Budget has been shifted from contracted services in the amount of \$29,000 to support this position. The total cost of adding this new position is \$87,264 but the actual impact is \$58,264 with the budget shift of \$29,000 from contracted services. In FY22, with funding approved at 9 months, the final impact to the budget for FY22 is \$37,395.

The purpose of this position is to support, and comply with, all grant accounting operations and activities. This position serves as a liaison with grantors, department leaders, and staff regarding grant administration. This position is critical in ensuring the city's funding spent on emergencies are reimbursed per the Federal and State guidelines. This position has a strong link to the City's Focus Areas to Provide Sustainability and Adaptability to 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, and promote employee and community engagement in improving service delivery.

C. New Position: Sr. Contract Specialist/MWBE/DBE Coordinator

Total Cost: \$60,379

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Nine months of funding totaling \$54,409 in salary and benefits has been authorized to hire a Senior Contract Specialist/MWBE/DBE Coordinator position (E5) in the Finance Department. The annual salary is \$51,168 with \$21,377 in benefits and \$5,970 in operating expenses for travel, training, supplies, office furniture and a laptop to include annual replacement charges. Of these expenses, \$3,370 is a one-time purchase of office furniture and computer. The total cost of this new position is \$78,515 with the impact to the budget for FY22 being \$60,379, funded to start October 2021.

This position will engage in outreach to the small businesses to include minority and women owned businesses to provide the guidance they need to accurately complete bids, register with the State, understand the insurance and bonding requirements, know where to find opportunities and how to complete the necessary documents. In addition to outreach and support of MWBE/DBE, this position will assist the department with the processing of contracts and bid documents through the process in a more efficient manner.

Performance Measures

Provide Sustainability and Adaptability		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	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	4.9%	<25%	0%	<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%

Provide Sustainability and Adaptability		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	Target
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%	99%	99%	99%
Goal: To enhance customer service to all City departments by ensuring 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 above \$10,000	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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
IT SERVICE					
PERSONNEL	\$ 1,473,102	\$ 1,887,154	\$ 1,936,174	\$ 2,069,131	10%
BENEFITS	\$ 436,548	\$ 610,557	\$ 610,557	\$ 692,372	13%
OPERATING	\$ 1,724,867	\$ 1,826,737	\$ 1,862,692	\$ 2,171,449	19%
OUTLAY	\$ -	\$ -	\$ -	\$ 750	-%
IT SERVICE Total	\$ 3,634,517	\$ 4,324,448	\$ 4,409,423	\$ 4,933,702	14%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	21	27	27	29	3.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Software

Total Cost: (\$11,495)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$11,495 associated with start-up costs for Digital Signature software (\$11,495) was removed from the budget, a software solution authorized in the FY21 budget.

B. Shift from Other Department: Centralized Janitorial Supply Purchasing

Total Cost: \$500

Priority: Budget Adjustment

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$500 was shifted from Public Services Buildings' division to the IT Services department to account for centralized janitorial supply ordering put in place in FY21.

C. Software: Fire App on-going costs

Total Cost: \$4,995

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$4,995 provides the ongoing cost for Fire App software, purchased in FY21. The funding was shifted from the Fire Department to cover the mid-year decision to move forward with the program. The program provides a portal for two-way communication between the Fire Department and the community. It serves as a way for citizens to send feedback, report problems and make educational, visitation and tour requests. Additionally, it allows the department to also send information to employees as well.

Budget Modifications

A. New Position: Computer Support Analyst & Reduction of Outsourced Help Desk

Total Cost: \$0

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: The IT department plans to end the outsourced Help Desk contract and in turn, provide Help Desk services in-house. The outsourced program does not meet the city's needs. The in-house help desk will utilize a new Computer Support Analyst as well as existing Smartsheet technology to address and track call-ins and online support. After hours calls account for less than 1% of the needs and can be sufficiently dealt with through an in-house on-call program.

Funding in the amount of \$103,500 was shifted from contract services to allows for the hiring of a Computer Support Analyst at a salary of \$55,120 plus overtime and benefits, a computer with PC tech lease participation, furniture, training and supplies. Note the overtime funding is for multiple computer support positions within the department to be on-call responding to after-hours calls.

B. Software: Anti-virus Software (Endpoint Detection Response)

Total Cost: \$38,500

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$38,500 allows IT to purchase the add-on Endpoint Detection Response (EDR) to the current anti-virus software in January 2022. EDR uses artificial intelligence (AI), machine learning, behavioral analysis for endpoint protection. It is a multi-layer holistic approach for prevention, detection, and remediation.

This software complements the Security Information and Event Management Software purchased in FY21 by adding another layer of protection to the anti-virus software protecting city's technology system.

C. Contracted Service: Annual Radio Support

Total Cost: \$58,313

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large investment \$2.7M in 800 MHZ radios in FY17. Funding in the amount of \$58,313 allows IT to begin a contract with radio provider to have annual firmware updates and preventative maintenance on all city radios housed in Police, Fire, Public Services and Traffic, roughly 900 radios. Radios are located around the city; this service will provide some efficiency in that the service provider will go out the operations area to update radios in effect streamlining staff's time.

D. Software: Annual Contract Maintenance Adjustment

Total Cost: \$66,975

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Software contracts held by the city, on average, see a 2% increase in costs annually. The total need for FY22 is \$109,633. The department shifted a total of \$42,658 for this effort leaving \$66,975 of new funding to support this initiative.

E. New Position: Sr. Network Administrator

Total Cost: \$82,175

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding in the amount of \$82,175 allows the IT department to hire a Sr. Network Administrator in October 2021. Funding includes salary of \$75,010 plus benefits, computer and pc lease participation, office supplies, training funds and furniture.

The pandemic created an environment where virtual strategies are key to the city's success. Concerns with VPN connections, the speed of the data transfers, redundancy failures, two factor authentications all have identified a need to continue to improve and monitor the city's system. Current staffing levels are spread thin. This position will elevate the managers time to conduct strategic systems analysis and will support other IT operations and initiatives including enterprise Wi-Fi and public Wi-Fi, Teams administration, and communications billing.

F. Contract Services: Migrate Telephone Systems - Skype to Teams

Total Cost: \$108,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$108,000 will allow IT to contract with a third party and add licensing to transition staff phones from Microsoft Skype to TEAMS. Microsoft Skype will soon be unsupported. The shift to TEAMS is inevitable.

Presently, the Skype phone system is tied into the city's technology system in that it is linked to programs like Outlook. Whereas a standalone Skype system is easily transferred, the city requires proper management of the embedded programs to ensure the correct changes are made system-wide in the most cost-effective manner. The consultants will also help ensure that service gaps among 'talking' programs are limited.

The estimated annual licensing costs for users of TEAMS once fully switched over is \$172,000. This funding can be found in the IT Tech Fund. The total cost for this transition is estimated at \$280,000.

G. Software: Capital Improvement Program (CIPAce)

Total Cost: \$164,926

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$164,926 allows IT to purchase capital improvement program management software (CIPAce). The city has well over \$321M in capital improvement projects to manage. Presently management tools are a mixture of various programs such as Microsoft Excel, Smartsheet and Munis. As the city grows, those investments will also. CIPAce provides a comprehensive software package that ensures project tracking, transparency, and reporting consistency. It builds projects from requests, helps tracks projects scopes and designs, allows for consistent project management, incorporates workflow approvals and provides data in a comprehensive format.

The funding includes 15 concurrent licenses which will allow CIP committee members, project managers and directors access to the software. The initial implementation includes data migration and integration with ESRI GIS.

Performance Measures

Provide Sustainability and Adaptability		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	Target
Goal: Improve the overall efficiency of the city by standardizing applications and common data elements.					
Objective: Determine the best enterprise Operating systems for the city	Measure: All City supported computers will have Windows 10	80%	100%	91%	94%

Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 Target
Goal: Provide Excellent Customer Service to all customers of IT Services.					
Objective: To ensure that IT is meeting our customers' expectations and providing superior services.	Measure: Percentage of Respondents that are satisfied with IT services.	93%	90%	93%	90%
Goal: Provide a high-availability infrastructure to ensure that the city can function at optimal levels, and meet potential interruptions in service with a minimum of downtime.					
Objective: Provide a high degree of Information Technology system reliability	Measure: Any unscheduled outage affecting a Public Safety Department mission-critical applications, employee safety, more than five Departments, or 50% or more of our users (24x7x365).	99%	100%	99%	100%
	Measure: Any unscheduled outage affecting more than two departments, revenue producing departments or at least 25% of our users.	98.9%	99%	99%	99.9%
	Measure: Any unscheduled outage affecting a small group of users, or one department.	99.2%	98%	99%	99.9%

SUNDRY APPROPRIATIONS

Non-Departmental

Non-Departmental	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Salary Savings	\$ -	\$ (589,574)	\$ (615,674)	\$ (787,484)
Social Security	\$ 1,495	\$ 2,480	\$ 2,480	\$ 1,952
Medicare	\$ 350	\$ 580	\$ 580	\$ 457
City Code Amendment	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
City Newsletters	\$ 9,716	\$ 85,000	\$ 85,000	\$ 103,751
Facilities Insurance	\$ 547,441	\$ 673,961	\$ 700,061	\$ 1,009,866
Cash Short / Over	\$ 480	\$ -	\$ -	\$ -
Actuarial Studies	\$ 8,288	\$ 10,100	\$ 21,600	\$ 10,100
Bank Service Fees	\$ 51,147	\$ 55,835	\$ 55,835	\$ 55,835
City Advertising	\$ 153	\$ 10,000	\$ 10,000	\$ 10,000
City Intern Pool	\$ 24,111	\$ 25,200	\$ 25,200	\$ 31,500
City Marketing	\$ -	\$ 30,000	\$ 15,000	\$ 30,000
City Streets Stormwater	\$ 2,839,062	\$ 2,939,139	\$ 2,939,139	\$ 3,042,743
City Training	\$ 22,825	\$ 44,312	\$ 39,012	\$ 71,819
City Tuition Reimbursement	\$ 34,351	\$ 40,000	\$ 40,000	\$ 40,000
Claims Against City	\$ 137,197	\$ 130,000	\$ 130,000	\$ 130,000
Debris Removal	\$ -	\$ -	\$ 5,375,000	\$ -
Dental Self Insurance	\$ (73,176)	\$ -	\$ -	\$ -
Disease Management	\$ 313,001	\$ 496,644	\$ 496,644	\$ 495,305
DMV-Tax Collect Fees	\$ 103,018	\$ 130,557	\$ 130,557	\$ 101,307
Dues-Associations	\$ 108,153	\$ 126,797	\$ 126,797	\$ 126,797
Econ Dev Initiatives	\$ 47,870	\$ 50,000	\$ 85,000	\$ 50,000
Empl Assistance Prog	\$ 2,675	\$ -	\$ 5,300	\$ 6,150
Employee Parking	\$ 86,400	\$ 87,000	\$ 87,000	\$ 87,000
Employment Medical	\$ 98,149	\$ 105,000	\$ 200,000	\$ 105,000
FSA Admin Fees	\$ 13,576	\$ 36,958	\$ 36,958	\$ 24,958
Governance Travel Pool	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
Health Claim Audit	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
HRARetiree Admin Fee	\$ 1,183	\$ 54,696	\$ 54,696	\$ 1,696
Independent Audit	\$ 71,725	\$ 85,000	\$ 146,725	\$ 85,000
Leadership Development	\$ 31,670	\$ 24,000	\$ 7,000	\$ 33,150
Legal Fees	\$ 50,725	\$ 15,000	\$ 39,275	\$ 40,000
Legislative Affairs	\$ 34,252	\$ 36,750	\$ 36,750	\$ 26,250
Medical Ins-Regular	\$ -	\$ 430,000	\$ 325,000	\$ 430,000
Medical Ins-Retiree	\$ 989,827	\$ 1,800,000	\$ 1,793,000	\$ 1,800,000
Miscellaneous	\$ 114,557	\$ 100,000	\$ 316,776	\$ 260,000
Municipal Elections	\$ 108,936	\$ -	\$ -	\$ 138,839
NHC Tax Collect Fees	\$ 463,621	\$ 476,480	\$ 476,480	\$ 495,474

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Non-Departmental				
Office Move/Rent	\$ 241,217	\$ 266,388	\$ 257,918	\$ 451,388
Office Space Assess	\$ 4,778	\$ -	\$ 67,550	\$ -
Records Retention	\$ 9,450	\$ 20,000	\$ 15,000	\$ 15,000
Rent-Coast Guard	\$ 18,000	\$ 18,000	\$ -	\$ -
Retir Hlth Clm Audit	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Retirement Payout	\$ -	\$ 255,000	\$ 255,000	\$ 255,000
Strategic Planning	\$ -	\$ 31,530	\$ 31,530	\$ 31,530
Technology Projects	\$ -	\$ 20,000	\$ 38,000	\$ 20,000
Unemployment Compensation	\$ 18,639	\$ 25,000	\$ 25,000	\$ 25,000
United Way	\$ 1,013	\$ 5,000	\$ 5,000	\$ 5,000
Voluntary Annex Cost	\$ 47	\$ -	\$ -	\$ -
Wellness Program	\$ 15,599	\$ 20,000	\$ 20,000	\$ 20,000
Workers Comp Claims	\$ 36,929	\$ 142,500	\$ 107,500	\$ 142,500
Employee Activities	\$ 6,211	\$ 20,000	\$ 20,000	\$ 20,000
Special Purpose Grant Match	\$ -	\$ 190,000	\$ 103,967	\$ 164,000
Wave Transit Subsidy	\$ 1,446,280	\$ 1,489,668	\$ 1,489,668	\$ 1,534,358
Allocated Costs	\$ (1,941,393)	\$ (2,370,430)	\$ (2,370,430)	\$ (2,590,814)
Total Non-Departmental	\$ 6,099,546	\$ 7,686,571	\$ 13,294,894	\$ 8,192,427

The FY22 General Fund Non-departmental budget includes funding for general City expenditures not attributable to a specific City department. Some highlights for the allotments are as follows:

- A salary savings credit of \$787,484 is budgeted, a \$197,910 credit increase from FY21 and is projected from the vacancy rates throughout the functions in the General Fund.
- Funding for WAVE Transit has a 3% increase from FY21 totaling \$1,534,358 for operating costs.
- Facilities insurance increased by \$335,905, bringing it to \$1,009,866 in FY22. New Hanover County processes insurance for the city. FY21 saw the expanded coverage for the Police/Fire Training Facility, as well as Riverwalk lighting. The FY22 estimate includes coverage for the new Riverfront Park, formerly referred to as North Waterfront Park, and increases in Risk Management fees for NHC.
- City training funds includes a \$10,000 increase of on-going Diversity, Equity and Inclusion training city-wide.
- In the Disease Management category, a continuation of the Ment4Me program (2nd year) is included in FY22. The program is an employee benefit providing mental health services to employees and their immediate families.
- Municipal elections occur every two years. FY22's budget includes \$138,839 for this purpose.
- City office space continues to be an identified need. In FY22, the budget includes an increase of \$185,000 to respond to needed Communication division and IT department staff office space needs. \$451,388 is budgeted in FY22.

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.

Public Service Agencies - General Fund

The agencies listed here received funding through the City's application process and are funded from the General Fund. FY22 represents the second year of a two-year contract and represents a flat amount.

General Fund Competitive Agencies	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Ability Garden/Aboretum	\$ 8,013	\$ 8,333	\$ 8,333	\$ 8,333
Aging In Place Downtown	\$ 8,830	\$ 6,950	\$ 6,950	\$ 6,950
American Red Cross	\$ 11,938	\$ -	\$ -	\$ -
Blue Ribbon Commission	\$ 64,785	\$ 68,672	\$ 68,672	\$ 68,672
Brigade Boys & Girls Club	\$ 53,227	\$ 56,420	\$ 56,420	\$ 56,420
Cape Fear Housing Land Trust	\$ 23,500	\$ 24,440	\$ 24,440	\$ 24,440
Cape Fear Literacy Council	\$ 15,820	\$ 16,769	\$ 16,769	\$ 16,769
Coastal Horizons	\$ 71,611	\$ 100,111	\$ 100,111	\$ 100,111
Communities in Schools of Cape Fear	\$ 22,589	\$ 23,940	\$ 23,940	\$ 23,940
Community Boys & Girls Club	\$ 46,673	\$ 46,673	\$ 46,673	\$ 46,673
Domestic Violence	\$ 3,545	\$ 3,757	\$ 3,757	\$ 3,757
Dreams	\$ 22,302	\$ 23,194	\$ 23,194	\$ 23,194
Elderhaus	\$ 21,393	\$ -	\$ -	\$ -
First Tee Greater Wilmington Youth	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Food Bank of Central & Eastern NC	\$ 16,810	\$ 17,482	\$ 17,482	\$ 17,482
Good Shepherd Ministries	\$ -	\$ 4,240	\$ 4,240	\$ 4,240
Historic Wilmington Foundation	\$ 13,231	\$ -	\$ -	\$ -
Kids Making It	\$ 33,943	\$ 35,979	\$ 35,979	\$ 35,979
LINC - Leading Into New Communities	\$ 79,147	\$ 78,606	\$ 78,606	\$ 78,606
StepUp Wilmington	\$ 16,196	\$ 32,167	\$ 32,167	\$ 32,167
Wilm Residential Adolescent Achieveme	\$ 25,310	\$ 26,322	\$ 26,322	\$ 26,322
Wilmington Area Rebuilding Ministry	\$ 41,109	\$ 42,753	\$ 42,753	\$ 42,753
YMCA	\$ 6,305	\$ -	\$ -	\$ -
1 Love Lenny Simpson Tennis	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Subtotal GF Competitive Agencies	\$ 606,277	\$ 626,808	\$ 626,808	\$ 626,808

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.

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
CDBG Competitive Agencies				
Public Service Agencies				
Domestic Violence Shelter & Services, Inc.	\$ 32,360	\$ 32,360	\$ 32,360	\$ 32,360
Good Shepherd Ministries/Wilmington Interfaith	\$ 118,740	\$ 118,740	\$ 118,740	\$ 118,740
First Fruit Ministries	\$ 23,900	\$ 23,900	\$ 23,900	\$ 23,900
Subtotal CDBG Competitive Agencies	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
Grand Total Competitive Agencies	\$ 781,277	\$ 801,808	\$ 801,808	\$ 801,808

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. FY22, represents the third year of a 3-year commitment for these agencies.

Civic Development Partner Agencies

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Economic Civic Partners				
Economic Development (Direct)				
Wilmington Business Development	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000
Wilmington Downtown, Inc.	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Wilmington Regional Film Commission	\$ 121,890	\$ 121,890	\$ 121,890	\$ 121,890
Entrepreneur Center	\$ 71,400	\$ 71,400	\$ 71,400	\$ 71,400
Cultural and Recreation (Non-direct)				
Downtown Business Alliance	\$ -	\$ 10,000	\$ 5,000	\$ 10,000
Arts Council	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Cameron Art Museum	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
YWCA Lower Cape Fear	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Cucalorus Film Foundation	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
Wilmington Children's Museum	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Wilmington Jewish Film Festival	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Total Economic Civic Partner Agencies	\$ 504,290	\$ 514,290	\$ 509,290	\$ 514,290

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.

Other General Fund Agencies	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Agencies				
Battleship Fireworks	\$ 36,749	\$ 40,000	\$ -	\$ 40,000
Thalian Hall Center for Performing Arts	\$ 138,585	\$ 141,772	\$ 141,772	\$ 144,040
Community Arts Center	\$ 65,267	\$ 66,768	\$ 66,768	\$ 67,836
YMCA Natatorium	\$ -	\$ 120,000	\$ 120,000	\$ -
Wrightsville Beach ABC Store	\$ 187,382	\$ -	\$ -	\$ -
New Hanover County Crime Lab	\$ 194,978	\$ 241,872	\$ 241,872	\$ 277,030
New Hanover County Transit Study	\$ -	\$ 113,403	\$ 113,403	\$ -
New Hanover Disaster Coalition	\$ -	\$ 10,000	\$ 20,000	\$ 10,000
NHC Social Services: Neighbors Helping Neighbors	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
CF COG- Continuum of Care (10 Yr Plan)	\$ 43,677	\$ 50,000	\$ 50,000	\$ 50,000
NCNG Museum Foundation	\$ 1,000	\$ -	\$ -	\$ -
NCDOT Railroad Study	\$ -	\$ -	\$ 10,000	\$ -
Food Bank of Central & Eastern NC	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Voyager - Youth Empowerment	\$ -	\$ -	\$ -	\$ 115,000
LINC - LITE Manhood Program	\$ -	\$ -	\$ -	\$ 35,720
Dreams - Learning Kitchen	\$ -	\$ -	\$ -	\$ 80,000
Cameron Art Museum	\$ -	\$ -	\$ -	\$ 10,000
Genesis Block	\$ -	\$ -	\$ -	\$ 25,000
CEII Community Gardens	\$ -	\$ -	\$ -	\$ 8,000
NSEA Swim	\$ -	\$ -	\$ -	\$ 52,000
Sub-total Agencies	\$ 671,639	\$ 837,815	\$ 817,815	\$ 968,626

New Hanover County Crime Lab funding increased \$35,158 in FY22, representing operational increases of \$6,495 and the addition of a Chemist, resulting in a city contribution of \$28,663. The city is responsible for 40% of the lab costs, while the County covers 60%.

Several agencies requested funding from the city outside of the processes the city manages. Both those processes will re-start in FY23. Of those agencies, the following were funded utilizing one-time funds:

- Voyage is receiving one-time funding in the amount of \$115,000 for a program titled Youth Empowerment Initiative. The Youth Empowerment Initiative targets at-risk youth with an emphasis on the African American Community. The program uses science and technology as tools for solving issues in participants communities and individuals lives.
- LINC's LITE Manhood program is receiving one-time funding in the amount of \$35,720 for an evening 'safe space' program, with a target age of 18-30 years old, and will provide a space where individuals can gather and bond.

- Dreams is receiving one-time capital funding totaling \$80,000 to build a learning kitchen to add a cooking component to their organic garden program which provides the community nutrition education as well as food.
- Cameron Arts Museum is receiving a one-time general contribution of \$10,000 to help with public education and outreach.
- Genesis Block Labs LLC is receiving one-time funding totaling \$25,000 to contribute to entrepreneurship and small business development programs geared toward minorities, women and underserved segments of the community.
- Community Enrichment Community Gardens received \$8,000 to help with their community garden program.
- NSEA Swim is receiving \$52,000 to continue a pilot program at the Northside pool. Their goal is to increase multicultural, ethnic, and socioeconomic diversity in the sport of swimming by fostering a safe and supportive environment at all levels of the sport.

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
<i>Boards and Commissions</i>				
City Boards	\$ -	\$ 6,500	\$ 6,500	\$ 6,500
Civil Service Appeals	\$ -	\$ 8,500	\$ 8,500	\$ 8,500
Sister City	\$ 1,848	\$ 2,500	\$ 2,500	\$ 2,500
Sub-total Board and Commissions	\$ 1,848	\$ 17,500	\$ 17,500	\$ 17,500
Total Other Agencies	\$ 673,486	\$ 855,315	\$ 835,315	\$ 986,126
Grand Total General Fund Agencies	\$ 1,784,053	\$ 1,996,413	\$ 1,971,413	\$ 2,127,224

Contingency

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
<i>Contingency</i>				
Council Contingency	\$ -	\$ 97,500	\$ 62,500	\$ 100,000
Contingency for Economic Development	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
Contingency Total	\$ -	\$ 247,500	\$ 212,500	\$ 250,000

Economic Incentives

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
<i>Economic Incentives</i>				
Miscellaneous Incentives	\$ -	\$ 125,000	\$ 125,000	\$ 125,000
National Gypsum	\$ 40,851	\$ 46,000	\$ 46,000	\$ 46,000
Wrightsville Beach Galleria	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Economic Incentives Total	\$ 70,851	\$ 201,000	\$ 201,000	\$ 201,000

The National Gypsum agreement continues in FY22 from its origination in FY19. The budget also includes a contractual payment to Wrightsville Beach for the annexation of the Galleria property. The \$30,000

payment to the town of Wrightsville Beach is scheduled to continue through July 2043. The miscellaneous incentive funding remains the same as the FY21 funding amount.

Transfers

Transfers	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Debt Service Fund	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832
Special Purpose Fund	\$ 610,177	\$ 611,098	\$ 687,131	\$ 567,792
CDBG/HOME Grant & Loan Admin Fund	\$ 79,571	\$ 118,180	\$ 118,180	\$ 118,180
CP Streets and Sidewalks Fund	\$ -	\$ 175,000	\$ 175,000	\$ 7,000,000
CP Parks and Recreation Fund	\$ -	\$ -	\$ 214,723	\$ -
CP Building Improvement Fund	\$ 436,015	\$ 833,950	\$ 951,179	\$ 391,440
CP Public Improvement Fund	\$ 162,163	\$ -	\$ -	\$ -
Solid Waste Management Fund	\$ 29,866	\$ 29,866	\$ 29,866	\$ 38,366
Technology Replacement Fund	\$ 408,410	\$ 673,194	\$ 673,194	\$ 448,349
Loan Fund-Rental Rehab Fund	\$ -	\$ -	\$ -	\$ 507,852
Loan Fund-Gf-Hop Revolving Fund	\$ 470,000	\$ 470,000	\$ 470,000	\$ 957,000
Loan Fund-Forgivable & Legal Fund	\$ 103,000	\$ 103,000	\$ 103,000	\$ -
Transfer Total	\$ 11,634,034	\$ 12,349,120	\$ 12,757,105	\$ 19,363,811

The FY22 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 is on-going.

Transfers to the Special Purpose Fund moves funding into projects for various programs. The budget for FY22 includes:

- Metropolitan Planning Administration (WMPO): \$253,561, which includes the City of Wilmington contribution to the WMPO of \$112,478 and a general fund contribution to balance the project at \$141,083
- SABLE: \$164,321
- Safelight: \$150,000

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 FY22 is \$118,180.

The \$448,349 to the Technology Replacement Fund provides for the costs associated with the City's IT infrastructure.

Additionally, the budget allows for \$1,464,852 to continue to fund those programs aiding low-income owner-occupied housing and rehabilitation programs. Those programs include:

- *Homeownership Opportunity Program (HOP)* offers working families an opportunity to own a house without becoming cost burdened by lowering the mortgage payments through down payment assistance and 0% interest rates
 - A total general fund transfer of \$957,000 is budgeted for FY22 an increase of \$487,000
 - The total HOP program's budget, to include \$436,750 of federal funding, totals \$1,393,570 and will allow for 15 loans per year
- *Rental Rehabilitation Program* provides loans of up to \$125,000 for renovation, purchase or reconstruction on in-fill lots or rental housing units for affordable homes essentially ensuring that housing stock remains available in the lower income market
 - A total general fund transfer of \$507,852 is budgeted for FY22 and increase of \$404,852
 - The total program's budget, to include \$440,296 of federal funds, totals \$948,148 and will provide 8 loans per year

The transfer to the Capital Projects Building Improvements fund allows for the funding of the second year of a three-year plan to renovate the interior of City Hall/Thalian Hall at \$152,000, Facility Condition Assessment (\$81,390) to prioritize work at the oldest city facilities and additional Building Maintenance funds (\$78,050) to supplement 2nd CIP funds and continue facility maintenance. Another \$80,000 was budgeted for a pool upgrade reserve project to respond to the city's pool infrastructure needs.

In the Capital Projects Streets and Sidewalk fund, a transfer of \$3.5M was added to the Street Rehab project to begin a well-rounded program that includes proactive street maintenance as well as rehabilitation. The program, in addition to the programmed \$4,855,543, will specifically focus on proactive maintenance. And, \$3.5M was transferred to the Rail Realignment project to build toward the overall city need in this multi-partner project. The funding represents 5% of the estimated 10% of the city's portion of the project when in full swing.

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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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CS-ADMINISTRATION					
PERSONNEL	\$ 201,839	\$ 174,877	\$ 174,877	\$ 250,966	44%
BENEFITS	\$ 53,168	\$ 51,483	\$ 51,483	\$ 79,344	54%
OPERATING	\$ 622,672	\$ 666,695	\$ 5,610	\$ 6,527	-99%
OUTLAY	\$ 1,200	\$ -	\$ -	\$ 1,818	-%
CS-ADMINISTRATION Total	\$ 878,878	\$ 893,055	\$ 231,970	\$ 338,655	-62%
CS-CODE ENFORCEMENT					
PERSONNEL	\$ 277,079	\$ 285,613	\$ 285,613	\$ 317,277	11%
BENEFITS	\$ 91,983	\$ 103,732	\$ 103,732	\$ 124,737	20%
OPERATING	\$ 213,339	\$ 308,622	\$ 308,122	\$ 289,057	-6%
CS-CODE ENFORCEMENT Total	\$ 582,401	\$ 697,967	\$ 697,467	\$ 731,071	5%
CS-INLAND GREENS PARK					
PERSONNEL	\$ 79,104	\$ 89,755	\$ 89,755	\$ 72,482	-19%
BENEFITS	\$ 25,423	\$ 28,946	\$ 28,946	\$ 26,647	-8%
OPERATING	\$ 4,388	\$ 6,550	\$ 6,518	\$ 6,551	0%
CS-INLAND GREENS PARK Total	\$ 108,915	\$ 125,251	\$ 125,219	\$ 105,680	-16%
CS-PARKS & LANDSCAPE MAINT					
PERSONNEL	\$ 1,491,708	\$ 1,671,205	\$ 1,671,205	\$ 1,781,942	7%
BENEFITS	\$ 514,980	\$ 618,222	\$ 617,722	\$ 741,685	20%
OPERATING	\$ 741,662	\$ 1,304,104	\$ 1,557,952	\$ 1,372,196	5%
OUTLAY	\$ -	\$ 134,936	\$ 134,936	\$ 21,202	-84%
CS-PARKS & LANDSCAPE MAINT Total	\$ 2,748,350	\$ 3,728,467	\$ 3,981,815	\$ 3,917,025	5%
CS-RECREATION					
PERSONNEL	\$ 897,802	\$ 1,101,678	\$ 1,102,038	\$ 1,092,797	-1%
BENEFITS	\$ 256,322	\$ 321,195	\$ 319,195	\$ 345,852	8%
OPERATING	\$ 568,156	\$ 645,467	\$ 531,697	\$ 491,264	-24%
OUTLAY	\$ 17,219	\$ 28,802	\$ 37,546	\$ 28,802	0%
CS-RECREATION Total	\$ 1,739,499	\$ 2,097,142	\$ 1,990,476	\$ 1,958,715	-7%
CS-RECREATION ADMIN					
PERSONNEL	\$ 227,179	\$ 138,973	\$ 138,973	\$ 142,762	3%
BENEFITS	\$ 70,133	\$ 53,933	\$ 53,933	\$ 60,812	13%
OPERATING	\$ 110,692	\$ 103,169	\$ 688,854	\$ 750,035	627%
CS-RECREATION ADMIN Total	\$ 408,005	\$ 296,075	\$ 881,760	\$ 953,609	222%
CS-RECREATION CENTER PROGRAMS					
PERSONNEL	\$ 738,238	\$ 845,083	\$ 846,283	\$ 897,014	6%
BENEFITS	\$ 200,748	\$ 246,217	\$ 246,501	\$ 283,259	15%
OPERATING	\$ 295,287	\$ 265,328	\$ 259,241	\$ 286,572	8%
CS-RECREATION CENTER PROGRAMS Total	\$ 1,234,273	\$ 1,356,628	\$ 1,352,025	\$ 1,466,845	8%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
CS-TREE MAINTENANCE					
PERSONNEL	\$ 501,864	\$ 549,746	\$ 549,746	\$ 560,117	2%
BENEFITS	\$ 161,916	\$ 196,707	\$ 196,707	\$ 209,610	7%
OPERATING	\$ 245,153	\$ 289,753	\$ 318,600	\$ 360,454	24%
CS-TREE MAINTENANCE Total	\$ 908,933	\$ 1,036,206	\$ 1,065,053	\$ 1,130,181	9%
COMMUNITY SERVICES Total	\$ 8,609,254	\$ 10,230,791	\$ 10,325,785	\$ 10,601,781	4%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Community Services Administration	3	2	2	3	1.00
Code Enforcement	6	6	6	7	1.00
Inland Greens Course/Park	2.44	2.44	2.44	2.44	0.00
Parks & Recreation	96.09	96.09	96.09	99.71	3.62
Community Services Total	107.53	106.53	106.53	112.15	5.62

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 Division operates first-class sports and entertainment facilities hosting tournaments, concerts and other special events designed to attract citizens and visitors, imparting a positive economic impact to the city. 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 funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Riverfront Park Equipment

Total Cost: (\$134,936)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$134,936 was removed from the budget. A total of \$92,806 related to equipment (i.e., truck, trailer, stand-up mower, Bobcat and Gator) required for maintaining the Riverfront Park and another \$42,130 authorized for a tree spade.

B. One-time Funding Removal: Urban Forestry Management Plan

Total Cost: (\$100,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$100,000 was removed from the budget associated with the Urban Management Plan authorized in FY21.

C. FTE Resource Shift: Docking Program to Riverwalk Maintenance

Total Cost: \$0

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: In FY21, the department requested two Facilities Technicians to help with the Riverwalk and Irrigation issues. In lieu of requesting another position, the department reviewed their programs and found capacity in the Downtown Docking program. The program has experienced significant declines in use of service over the past few years. Due to this, two of the part-time recreation assistants have been reallocated to the Riverwalk maintenance and the docking program will revert to its pre-2001 operation as a self-service docking facility. Through attrition, these part-time positions will be combined into one full-time Facilities Technician over Riverwalk and irrigation and park amenity maintenance.

Responsibilities of the part-time workers focus include daily inspections of the Riverwalk, Riverfront Park, the Visitor Center area and docking facilities to include looking for safety and security hazards, items in need of repair, public nuisance violations and documentation and reporting of issues found. These positions will also act as a liaison with WDI Downtown Ambassadors and implementation of small facility repair duties.

D. Reclassification: Parks, Landscape & Forestry Manager to Parks Superintendent

Total Cost: \$0

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A reclassification of the current Parks, Landscape & Forestry Manager to a Parks Superintendent has been approved in the amount of \$4,173. This reclass consists of a salary increase of \$3,372 plus \$801 in benefits.

This reclassification will assist with supporting the additional responsibilities involved in management of Parks and Landscape and will allow for additional focus and management of the city's urban forest. Funding was shifted from excess concessions monies.

Budget Modifications

A. New Position: Administrative Support Technician

Total Cost: \$0

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Nine months of funding totaling \$35,933 has been approved to replace a current part-time contracted temporary Administrative Support role with a permanent full-time Administrative Support Technician (N3) with a salary of \$31,263 plus \$16,648 in benefits. The total cost of the position is \$47,911 with \$20,374 being transferred from contract temporary services and other professional services lines. Additionally, with the Greenfield Lake Amphitheater now under the management of Live Nation, remaining concession budget is available, and this position is partially funded by the use of that budget in the amount of \$15,559, bringing the budget increase to \$0 for FY22.

This position will assist the division with the administrative duties that have been routinely processed by the code enforcement officers which will allow for an increase in response time to field work needs. The increase in phone calls, walk-ins, and webmaster submissions are major contributing factors to the need. Phone and Walk-in service have increased 232.8% from FY19 to FY20 and 249% in FY21 from the same period in FY19. Web or email submissions have increased 263.2% from FY19 to FY20 and 335.7% in FY21 from the same period in FY19. Administrative duties have transitioned from Code Enforcement Officer to Administrative Support positions which has contributed to productivity of Officers and reduced time spent in the office completing mailing, printing, filing, and other administrative tasks.

B. Greenfield Lake Park Ranger

Total Cost: \$10,544

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Greenfield Lake is the city's largest and most accommodating park with many passive and recreational opportunities. The popularity of the park has grown over the years. To

ensure visitors feel safe, a Park Ranger is authorized. The ranger will be visible and present to aid the park users throughout the day and have a direct line to the police department if needed.

Nine months of salary and benefits has been approved totaling \$54,409 to hire a Park Ranger at an annual salary of \$43,867 plus benefits totaling \$19,643 and operating and equipment costs of \$30,104. With the Greenfield Lake Amphitheater now under the management of Live Nation, the concession budget is available and \$67,192 was shifted to support this request leaving \$10,544 of new funding required. Of the approved funding, \$23,752 is for one-time purchases of the following: a body camera for \$700 and docking station for \$200 to include year 1 of a 5-year unlimited storage plan for \$922 per year, a police mountain bike for \$1,650, a radio for \$4,202, a utility Gator for \$15,000 with annual replacement costs of \$3,170 and a laptop at a cost of \$2,000 with annual replacement costs of \$600. Additional annual operating costs totaling \$1,660.

C. Landscaping Contracts at WPD & WFD

Total Cost: \$13,480

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$13,480 has been approved to support landscape contract management of the WFD fire stations and the Haynes Lacewell Training facility. Of the approved increase, \$7,920 is to add Stations 5 & 9 to the already existing contracts for Headquarters and Station 3. The additional funding of \$5,560 is to supplement the budget provided in FY21 that was transferred in from Police and Fire to manage the contracts at Headquarters and Station 3 as well as the Training Facility. Contracts for those facilities total \$24,605 and \$19,045 was provided to Community Services leaving the available budget short by \$5,560.

D. New Agency Request: Northside Pool Utilities Supporting NSEA Swim Pilot Program

Total Cost: \$28,000

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A one-time funding amount of \$28,000 for utility costs is authorized to support a one-year community outreach pilot project by NSEA Swim. This funding will ensure the pool and dressing rooms located at the Northside Pool are heated.

E. New Position: Grounds Technician (2)

Total Cost: \$40,586

Priority: Strategic Plan:

Positions: Full Time Equivalent: 2.00 Part-Time: 0.00

Description: Nine months of salary and benefits has been approved to hire two Grounds Technician positions dedicated to the Riverfront Park development opening to the public in the summer of 2021. The nine-month salary and benefits total \$61,987 with the regular annual salary for each position being \$25,813 plus benefits. In addition to salary and benefits, \$6,440 in annual operating expenses for landscaping, consumables, small tools, uniforms and safety shoes is included in the budget. With the Greenfield Lake Amphitheater now under the management of Live Nation, concession budget is available for other use and these positions are partially funded using that budget in the amount of \$27,601, bringing the FY22 budget increase to \$40,586.

The primary purpose of these positions is to handle all landscaping/grounds maintenance, amenities maintenance, custodial duties, trash, and debris removal to include restrooms, lawns, gardens, enhanced utilities and promenades, landscaping, site furnishings. These positions will also assist with preparations and maintenance related to Special events held at this venue.

F. Greenfield Lake Master Plan

Total Cost: \$43,050

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A budget in the amount of \$43,050 has been approved to fund an outside consultant to develop a Master Plan for Greenfield Park. The scope of the Master Plan will include a staff assessment, landscaping management plan, capital improvements, life cycle costs and a security plan.

G. New Positions: Recreation Coordinator, Recreation Specialist

Total Cost: \$57,023

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 1.00 Part-Time: -0.38

Description: Nine months of salary and benefits has been authorized to hire a Recreation Coordinator and a Recreation Specialist position. The Recreation Coordinator full time annual salary is approved at \$36,500 plus \$17,891 in benefits with nine months approved for the first year totaling \$40,974. The Recreation Specialist position at a 0.73 FTE, has an approved annual salary of \$22,700 plus 5,397 in benefits (no health insurance) with nine months approved for the first year totaling \$21,075.

The Recreation Coordinator will primarily be located at the Maides Park facility, and the Recreation Specialist will serve as the second staff person at athletic events at the MLK and Maides Park facilities.

Funding has been approved to support a pilot program to employ roughly 4 local youths from underserved populations to assist in leadership roles that is being explored with a local non-profit at a cost of \$10,752.

Three vacant Food Service Attendant positions (0.37 FTE each) have been closed that provided \$28,035 in funding to support these new positions.

In addition to salary and benefits, the remaining budget of \$12,440 is for operating needs to include uniforms, small tools, consumables, contracted temp labor for referees, a computer and annual computer replacements. Of the operating items, \$1,121 is a one-time purchase for a computer.

With the new gym opening at Maides Park this year, new programs are scheduled to be added that will result in the need for these new positions. The new athletics coordinator will implement additional athletics programming to take place in the gym and on the fields at Maides Park and will help supplement existing programs with additional registrations and facility space. The Recreation Specialist will assist with athletic programming, assist with program registrations and promotions, cleaning of the facilities and assist with records and calendars with a focus on underserved persons.

H. New Position: Assistant Director

Total Cost: \$96,936

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Nine months of salary and benefits totaling \$93,869 has been authorized for an Assistant Director position in Community Services. The annual salary is budgeted at an annual rate of \$93,678 plus benefits and cell phone allowance of \$600 and includes a one-time purchase of a computer in the amount of \$1,818 with annual replacement costs. The total cost for this new position is \$128,226 and with the 3-month reduction of salary and benefits, the budget impact for FY22 is \$96,936.

This position will take the Director’s place in serving as the main point of contact to Engineering for capital improvement projects. The two Recreation Managers would report to the AD and would oversee the recreation facilities, contract management of multiple facilities and attend Boards and Commissions meetings such as the Parks and Recreation Advisory Board, the Legion Stadium Commission and be a committee member of the WDI.

Performance Measures

Promote Culture, Arts and Public Spaces		FY 20	FY 21	FY 21	FY 22
		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 <u>biennial</u> citizen survey	77%	80%	84%	80%
Foster a Prosperous, Thriving Economy		FY 20	FY 21	FY 21	FY 22
		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	25	2	0	1
Objective: To rehabilitate existing vacant blighted housing for rental to lower income households	Measure: Number of Rental Rehabilitation Incentive Loans Closed	10	5	4	10

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	18,204	17,500	27,943	28,000
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Create A Safe Place

FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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 total demolitions and rehabilitations	89%	85%	63%	85%
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Objective: To increase the rate of voluntary compliance for Public Nuisance cases which improves public knowledge of property maintenance requirements for long-term compliance	Measurement: Percentage of voluntary compliance to total city abatements and voluntary compliance on public nuisance cases	88%	85%	88%	85%
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Provide Sustainability and Adaptability

FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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 maintain facility levels to meet demand	Measure: Number of parks and recreation facilities in Capital Improvement Program completed	14	3	2	2
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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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
OPERATING TRANSFER IN	\$ 586,446	\$ 702,606	\$ 702,606	\$ 725,195	3%
REVENUE Total	\$ 586,446	\$ 702,606	\$ 702,606	\$ 725,195	3%
APPROPRIATIONS					
PERSONNEL	\$ 421,100	\$ 488,958	\$ 491,520	\$ 501,688	3%
BENEFITS	\$ 123,940	\$ 163,501	\$ 163,483	\$ 170,986	5%
OPERATING	\$ 41,406	\$ 50,147	\$ 47,603	\$ 52,521	5%
APPROPRIATIONS Total	\$ 586,446	\$ 702,606	\$ 702,606	\$ 725,195	3%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	9.96	9.96	9.96	9.96	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

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

	FY21	FY22	Change
Revenue	Adopted	Adopted	FY21 to FY22
Federal HUD	\$ 1,040,399	\$ 1,055,662	1%
Transfer to CDBG	\$ -	\$ -	-%
Revenue Total	\$ 1,040,399	\$ 1,055,662	1%
Appropriations			
CDBG: Undesignated	\$ 400,662	\$ 408,717	2%
Domestic Violence	\$ 32,360	\$ 32,360	0%
First Fruit Ministries	\$ 23,900	\$ 23,900	0%
PS Joint Project	\$ 118,740	\$ 118,740	0%
Administrative Costs	\$ 222,538	\$ 211,472	-5%
Housing Delivery Costs	\$ 242,199	\$ 260,473	8%
Appropriation Total	\$ 1,040,399	\$ 1,055,662	1%

Budget Overview

In program year 2022, the City anticipates \$1,055,662 in CDBG entitlement funds and \$693,501 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 continuing the city's Home Ownership Pool program providing mortgages for homebuyers, increasing partnerships with local agencies supporting homeownership as well as agencies providing shelter and services to homeless individuals, including securing permanent housing.

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

	FY21	FY22	Change
Revenue	Adopted	Adopted	FY21 to FY22
Federal HUD	\$ 692,384	\$ 693,501	0%
Transfer to HOME	\$ 504,510	\$ 657,201	30%
Revenue Total	\$ 1,196,894	\$ 1,350,702	13%
Appropriations			
Housing: CHDO's	\$ 103,858	\$ 104,026	0%
Housing: Undesignated	\$ 973,347	\$ 1,111,606	14%
HOME Planning and Admi	\$ 119,689	\$ 135,070	13%
Appropriation Total	\$ 1,196,894	\$ 1,350,702	13%

Budget Overview

In program year 2021, the city anticipates \$1,0055,662 in CDBG entitlement funds and \$693,501 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 improving neighborhoods by rehabilitating blighted housing for homeowners and renters, increasing affordable housing stock through the construction of new units and addressing lead paint hazards and other safety issues, especially in households with children under the age of six.

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. The department is split amongst the General Government and the Transportation Functions as depicted below.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
GENERAL GOVERNMENT					
PDT-ADMINISTRATION					
PERSONNEL	\$ 238,785	\$ 196,156	\$ 196,156	\$ 202,301	3%
BENEFITS	\$ 65,874	\$ 58,635	\$ 58,635	\$ 62,548	7%
OPERATING	\$ 14,016	\$ 20,387	\$ 20,396	\$ 19,470	-4%
PDT-ADMINISTRATION Total	\$ 318,674	\$ 275,178	\$ 275,187	\$ 284,319	3%
PDT-PLANNING					
PERSONNEL	\$ 1,294,068	\$ 1,320,358	\$ 1,320,358	\$ 1,352,693	2%
BENEFITS	\$ 371,072	\$ 412,964	\$ 412,964	\$ 443,787	7%
OPERATING	\$ 127,694	\$ 219,702	\$ 219,202	\$ 234,478	7%
OUTLAY	\$ 22,090	\$ -	\$ -	\$ -	-%
PDT-PLANNING Total	\$ 1,814,923	\$ 1,953,024	\$ 1,952,524	\$ 2,030,958	4%
GENERAL GOVERNMENT Total	\$ 2,133,597	\$ 2,228,202	\$ 2,227,711	\$ 2,315,277	4%
TRANSPORTATION					
PDT-TRAFFIC					
PERSONNEL	\$ 1,405,542	\$ 1,419,848	\$ 1,420,743	\$ 1,439,660	1%
BENEFITS	\$ 422,224	\$ 476,078	\$ 476,178	\$ 512,444	8%
OPERATING	\$ 1,578,498	\$ 1,859,395	\$ 1,899,355	\$ 1,913,637	3%
OUTLAY	\$ -	\$ -	\$ 20,335	\$ -	-%
PDT-TRAFFIC Total	\$ 3,406,264	\$ 3,755,321	\$ 3,816,611	\$ 3,865,741	3%
TRANSPORTATION Total	\$ 3,406,264	\$ 3,755,321	\$ 3,816,611	\$ 3,865,741	3%
PDT Total	\$ 5,539,861	\$ 5,983,523	\$ 6,044,322	\$ 6,181,018	3%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
PDT Administration	3	2	2	2	0.00
Planning	22	22	22	22	0.00
Traffic	24	24	24	24	0.00
PDT Total	49	48	48	48	0.00

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 is comprised of three sections: Intelligent Transportation System Management, (Traffic Signals, CCTV and city ornamental streetlights) Signs and Pavement markings, Neighborhood Traffic Management, and Street Lighting program management. The Division is also participating in Development Review Services and administers the SafeLight program.

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 funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Wilmington Metropolitan Planning Organization was under the authority of this department until this fiscal year (FY22). They are now a standalone department.

Budget Modifications

A. Establish Replacement Plan: Radio Battery

Total Cost: \$608

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$608 establishes a radio battery replacement plan for an inventory of 24 PDT Traffic radio batteries. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 4 batteries per year.

B. Traffic Sign Materials

Total Cost: \$9,500
Priority: Continuation of Core Services
Positions: Full Time Equivalent: 0.00 Part-Time: 0.00
Description: Funding totaling \$9,500 allows Traffic Engineering to respond to metal price inflation related to steel and aluminum which has reached a 10-year high. This funding purchases the metal required to replace aging or damaged traffic signs.

C. HOA Streetlight Reimbursement

Total Cost: \$26,000
Priority: Continuation of Core Services
Positions: Full Time Equivalent: 0.00 Part-Time: 0.00
Description: The city is obligated to maintain streetlights at a specific standard once the streets are accepted by the city. Funding totaling \$26,000 allows Traffic Engineering to prepare for all anticipated street acceptances that includes HOA streetlight reimbursement agreements.

Performance Measures

Support Efficient Transportation Systems		FY 20	FY 21	FY 21	FY 22
		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	0	3	3	3
Engage in Civic Partnerships		FY 20	FY 21	FY 21	FY 22
		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	1000	1200	1000	1000
Objective: To apply for transportation related grants that will promote transportation in the City of Wilmington	Measure: Number of grant applications submitted	1	3	2	2

Foster a Prosperous, Thriving Economy		FY 19 Actual	FY 20 Target	FY 20 Actual	FY 21 Target
Goal: To facilitate responsive plan review and technical assistance within the Planning, Development and Transportation Department					
Objective: To maintain an 18-business-day completion rate on initial review submittal for development review.	Measure: Percent of initial plan reviews completed within 15 business days/total initial plan submittals	99%	90%	100%	100%
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	85%	90%	100%	100%

WILMINGTON METROPOLITAN PLANNING ORGANIZATION (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

WMPO	FY21 Adopted	FY22 Adopted	Change FY21 to FY22
Personnel	\$ 684,167	\$ 781,180	14%
Benefits	\$ 232,100	\$ 264,610	14%
Operating	\$ 289,083	\$ 476,903	65%
WMPO Expenditure Total	\$ 1,205,350	\$ 1,522,693	26%
City of Wilmington	\$ 85,742	\$ 112,478	31%
New Hanover County	\$ 69,257	\$ 90,857	31%
Pender County	\$ 19,293	\$ 25,310	31%
Brunswick County	\$ 7,327	\$ 9,612	31%
Town of Leland	\$ 10,888	\$ 14,285	31%
Town of Belville	\$ 1,567	\$ 2,056	31%
Town of Carolina Beach	\$ 4,600	\$ 6,034	31%
Town of Kure Beach	\$ 1,628	\$ 2,136	31%
Town of Navassa	\$ 1,221	\$ 1,602	31%
Town of Wrightsville Beach	\$ 1,994	\$ 2,617	31%
NCDOT Highways	\$ 282,577	\$ 371,202	31%
NCDOT Planning	\$ 9,336	\$ 9,335	0%
NCDOT STPDA	\$ 494,151	\$ 659,401	33%
UMTA Planning Section 5303	\$ 74,686	\$ 74,685	0%
General Fund Contribution	\$ 141,083	\$ 141,083	0%
WMPO Funding Total	\$ 1,205,350	\$ 1,522,693	26%

Authorized Positions

11

12

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 reports to the Deputy City Manager and the budget resides in the Special Purpose Fund. The WMPO Budget Summary reflects funding for the continuation of regional transportation management. Overall, the WMPO budget increased by 26%. This increase reflects the incorporation of the Go Coast Transit Demand Management program, previously housed in a separate project, into the WMPO project.

Budget Modifications

A. WMPO Office Half-Year Operations Funding

Total Cost: \$18,376

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$18,376 supports the operations of the new WMPO office space located at 525 N. 4th Street. Funding includes utilities, janitorial services and supplies, service and maintenance contracts as well as communication and internet. The cost to the city based on the WMPO's partner support is \$1,548.

The property located at 525 North 4th Street (former Thomas Grocery building) was built in 1894. This property was purchased by NCDOT as part of the Wilmington Multi-Modal Transportation Center with transportation funds and is required to be used by a public agency for a transportation purpose.

Benefits of the use of the new office space are that its use meets the requirements set forth by NCDOT, rehabilitate and re-use a contributing structure in the City of Wilmington's Historic District, rehabilitate a building that was damaged by Hurricane Florence and in neglect, and free up additional office space for use by City of Wilmington staff.

B. New Position: Administrative Support Specialist

Total Cost: \$35,424

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding of \$35,424 allows the WMPO to hire an Administrative Support Specialist in January of 2022 at a salary of \$49,298. Funding includes salary plus benefits, and participation in the pc lease program.

The position will prepare minutes, process invoices, assist with meeting logistics, prepare meeting materials, and assist with the overall day to day operations of the MPO.

C. Indirect Costs

Total Cost: \$50,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$50,000 represents indirect charges. The Wilmington Urban Area Metropolitan Planning Organization is hosted and housed by the City of Wilmington. Based on this relationship, the city provides services and support to the MPO in which the city requires funding. These services and support include items such as City Manager support, Human Resources (HR) support, Information Technologies (IT) support, etc.

D. Special Studies & Engineering Services

Total Cost: \$90,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The funding in the amount of \$90,000 is approved to allow for the WMPO to respond to requests from regional partners for specific long-range plans and studies.

E. Go Coast Transportation Demand Management Program

Total Cost: \$100,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$100,000 represents a change in the WMPO's TDM program revenue. The program will shift from a NCDOT and partner grant-funded program to a federal reimbursement and partner funded program. The funding includes salary for the TDM coordinator at \$54,302 plus benefits and operating. Operating funding includes advertising, travel, training, software and dues. The MPO has been awarded several Transit Development grants from NCDOT to administer a transportation demand management program. The program has been successful in promoting the Commuter Friendly Employer

Program, Bike to Work Week, River to Sea Bike Ride, and Commuter Challenge. This position has also been working with local employers to promote alternative modes of transportation and TDM strategies such as carpooling, vanpooling, telecommuting, and personalized commuter plans.

Performance Measures

Support Efficient Transportation Systems		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	0	3	3	3
Engage in Civic Partnerships		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	1000	1200	611	1200
Objective: To apply for transportation related grants that will promote transportation in the City of Wilmington	Measure: Number of grant applications submitted	1	3	2	3
Foster a Prosperous, Thriving Economy		FY 19 Actual	FY 20 Target	FY 20 Actual	FY 21 Target
Goal: To facilitate responsive plan review and technical assistance within the Planning, Development and Transportation Department					
Objective: To maintain an 18-business-day completion rate on initial review submittal for development review.	Measure: Percent of initial plan reviews completed within 15 business days/total initial plan submittals	99%	90%	100%	100%
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	85%	90%	100%	100%

PUBLIC SERVICES

The Public Services department is responsible for streets, city buildings and facilities, stormwater services (managed through the Stormwater Fund) and solid waste services (managed through the Recycling and Trash Fund). The department is split amongst the General Government and the Transportation Functions as depicted below.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
GENERAL GOVERNMENT					
PS-ADMINISTRATION					
PERSONNEL	\$ 420,886	\$ 442,342	\$ 447,152	\$ 281,725	-36%
BENEFITS	\$ 120,184	\$ 136,895	\$ 136,895	\$ 90,081	-34%
OPERATING	\$ 27,592	\$ 53,510	\$ 49,010	\$ 51,813	-3%
ALLOCATED COSTS	\$ (238,614)	\$ (248,217)	\$ (248,217)	\$ (31,092)	-87%
PS-ADMINISTRATION Total	\$ 330,048	\$ 384,530	\$ 384,840	\$ 392,527	2%
PS-BUILDINGS					
PERSONNEL	\$ 532,973	\$ 554,528	\$ 564,918	\$ 574,874	4%
BENEFITS	\$ 157,461	\$ 179,136	\$ 179,136	\$ 207,828	16%
OPERATING	\$ 1,261,948	\$ 1,345,995	\$ 1,380,491	\$ 1,502,905	12%
OUTLAY	\$ -	\$ 24,112	\$ 30,000	\$ -	-100%
PS-BUILDINGS Total	\$ 1,952,381	\$ 2,103,771	\$ 2,154,545	\$ 2,285,607	9%
GENERAL GOVERNMENT Total	\$ 2,282,429	\$ 2,488,301	\$ 2,539,385	\$ 2,678,134	8%
TRANSPORTATION					
PS-STREETS					
PERSONNEL	\$ 1,124,608	\$ 1,094,422	\$ 1,094,422	\$ 1,323,453	21%
BENEFITS	\$ 339,734	\$ 361,766	\$ 361,766	\$ 492,668	36%
OPERATING	\$ 765,577	\$ 945,463	\$ 1,082,063	\$ 967,092	2%
OUTLAY	\$ -	\$ 291,713	\$ 291,713	\$ -	-100%
ALLOCATED COSTS	\$ -	\$ 340,083	\$ 340,083	\$ 65,178	-81%
PS-STREETS Total	\$ 2,229,919	\$ 3,033,447	\$ 3,170,047	\$ 2,848,391	-6%
TRANSPORTATION Total	\$ 2,229,919	\$ 3,033,447	\$ 3,170,047	\$ 2,848,391	-6%
Public Services Total	\$ 4,512,348	\$ 5,521,748	\$ 5,709,432	\$ 5,526,525	0%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Administration	6	6	6	6	0.00
Buildings	11	11	11	11	0.00
Streets	25	24	24	24	0.00
Public Services Total	42	41	41	41	0.00

Division Description

The **Administration** division is responsible for oversight and management of all Public Services division, as well as employee development, strategic planning, 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 **Buildings** division's mission is to maintain quality facilities that ensure a safe environment for citizens and city staff to conduct business. The division maintains the health of City-owned facilities through a combination of preventative, corrective, and emergency maintenance.

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Equipment

Total Cost: (\$291,713)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$291,713 associated with the new asphalt crew's equipment (swat vehicle, excavator, trailer and dump truck) was removed from the budget.

B. One-time Funding Removal: Vehicle

Total Cost: (\$24,112)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$24,112 associated with a new vehicle was removed from the budget.

C. One-time Funding Removal: Vehicle Parts

Total Cost: (\$6,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$6,000 associated with outfitting two vehicles with accessories such as ladder racks and storage units was removed from the budget.

D. Shift to Other Departments: Janitorial Supplies & Overtime

Total Cost: (\$5,089)

Priority: Budget Adjustment

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The Public Services Department's budget was reduced by \$5,089. A total of \$3,089 was a reduction from the Streets' budget for overtime and benefits that supported staff shifted in FY21 to Stormwater Engineering. Those staff require some evening work related to operations and periodically require overtime. The funding is now budgeted in the Stormwater Fund. Additionally, another \$2,000 was reduced in Buildings' division and was shifted to Engineering, IT and Community Services' budgets to catch up with the process improvement change in FY21 that centralized janitorial supplies purchasing.

E. Off-Cycle Business Decision: Compensation

Total Cost: (\$3,685)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$3,685 was removed from the budget for an off-cycle business decision authorized to cover more funding than merit pool allowed. Building has \$810 removed and Public Services Administration had \$2,875 removed.

Budget Modifications

A. Establish Replacement Plan: Radio Battery

Total Cost: \$431

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$380 establishes a radio battery replacement plan for an inventory of 15 radio batteries in the Streets division and \$51 for an inventory of 2 batteries in the Administrative division of the Public Services Department. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 3 batteries per year in Streets and one every other year in the Administrative group.

B. On-Going O&M for Pandemic Response Items

Total Cost: \$15,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$15,000 has been approved to continue to purchase specialized products and dispensers that relate to the city's response to the pandemic. These items require continued operating and maintenance funding that includes hand sanitizer for the stations, replacement stations, disinfection and other supplies necessary to keep employees and guests safe.

C. Maintenance & Service Contracts Increase

Total Cost: \$37,165

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$37,165 has been approved for increases to existing maintenance and service contracts. The increase was partially offset by a reduction in the recently rebid HVAC Preventative Maintenance Contract by \$16,720.

This request also includes a few new contracts. The first relates to the oil water separators. This contract will provide annual cleaning, maintenance and inspection of the City's oil water separators that are located at 14 City facilities. The total contract cost of \$30,000 is being shared by Stormwater Services as they are assuming \$3,500 of the total contract cost for these separators connected to the drainage system. The total impact to the general fund is expected to be \$26,000. The second new service provides termite treatments for the Greenfield Amphitheater structure.

D. Cleaning: Increase Frequency

Total Cost: \$107,960

Priority: Outside the Directives

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This request is based on a continuation of implementation of the recommendations from the 2019 Janitorial Services report. This report identified that most City facilities were not being cleaned daily by qualified trained staff. This practice is inconsistent with nationally recognized minimum cleaning standards.

This budget increase in service totals \$107,960 will allow for increased frequency of cleaning across all facilities managed by the Buildings division of Public Services. This means that most office facilities will have cleaning service 3 times per week and other public facing facilities such as recreation buildings will have cleaning service equal to the number of days a facility is scheduled to be occupied. This increase is reflective of known contract increases as well.

Performance Measures

Support Efficient Transportation Systems		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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*	36%	N/A	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	2.86	5.50	4.56%	5.5%
Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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.	123,658	TBD*	172,630	172,630

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
ENGINEERING					
PERSONNEL	\$ 2,092,340	\$ 2,265,197	\$ 2,265,317	\$ 2,500,444	10%
BENEFITS	\$ 623,373	\$ 747,190	\$ 747,190	\$ 858,350	15%
OPERATING	\$ 195,146	\$ 310,660	\$ 582,085	\$ 372,916	20%
OUTLAY	\$ 30,999	\$ -	\$ 25,289	\$ 5,000	-%
ALLOCATED COSTS	\$ (122,436)	\$ (122,440)	\$ (122,440)	\$ (167,015)	36%
ENGINEERING Total	\$ 2,819,421	\$ 3,200,607	\$ 3,497,441	\$ 3,569,695	12%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	31	33	33	35	2.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

It should be noted, an indirect cost of -\$167,015 is included in the Engineering's Operating category. Due to the city's transition to the Tyler Munis financial system and the use of populated labels, the indirect cost is shown in this category, as compared to FY21, where it was shown in the Allocated Cost category.

Base Budget Adjustments

A. One-time Funding Removal: Upfront Cost for New Employee

Total Cost: (\$12,400)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Two new employees were authorized in FY21, a Fiscal Support Technician and a Project Manager. One-time funding for various needs such as computers and office furniture totaling \$12,400 was removed from the budget.

B. One-time Funding Removal: Consulting Services

Total Cost: (\$9,241)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Of the \$30,000 funded in FY21 for consulting services to assist staff with finalizing the bid and contract templates purchased in FY20, a total of \$9,241 was removed from the budget. The remainder, \$20,759, was used for the following initiatives. On-call services funding for outside professional services to help Engineering staff respond to ongoing expert consulting needs required more funding to sustain the need. The department now has \$15,000 to support that effort, an increase of \$13,100. To support an ongoing survey equipment program set up in FY19, \$7,000 was shifted totaling \$33,500 per year for annual survey equipment needs. And, \$659 was moved to software licensing to account for additional Asana licenses.

Budget Modifications

A. Wellington Office: Conference Room Technology

Total Cost: \$2,205

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$2,205 allows for appropriate conference room technology in the space. The funding provides for a computer, associated computer equipment at \$1,655 and pc lease participation.

Engineering moved into the Wellington office, a former fire station, in FY21. The conference room at Wellington is not properly set up for conference calls or meeting with consultants. Staff travel to other conference rooms in order to use the technology needed. This request will streamline staff's time regarding traveling to other locations to meet with consultants.

B. Equipment: Survey Tech Computers (2)

Total Cost: \$3,240

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$3,240 allows for the purchase of two (2) computers and participation in pc lease program for Survey Technicians.

Access to computers allows for efficiencies by providing equipment for Survey Technicians to upload and download survey data, provide access to GIS City View and to complete deed research.

C. Software: Trimble Business Center

Total Cost: \$9,590

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$9,590 will allow Engineering to purchase the Trimble Business Center software. Currently, data is manually transferred from multiple systems leaving potential user errors to be introduced into the survey process. Survey work is done at the beginning of the process and has potential to impact project schedules on the front end. This software will allow the staff to perform analysis of both conventional survey data and GPS data in a common platform streamlining the process.

D. Equipment: Plotter Replacement

Total Cost: \$12,589

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding approved at \$12,589 allows the Engineering Wellington office to replace an aging plotter. The replacement unit is a 36" full color plotter/scanner that will handle large PDFs, can scan to a network drive or USB drive, handle two rolls of media and can print from USB.

E. New Position: Property Acquisition Specialist

Total Cost: \$44,574

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding in the amount of \$89,149, supplemented by Stormwater funding at \$44,575, enables Engineering to hire an additional Property Acquisition Specialist at a salary of \$60,000 plus benefits, computer, pc lease, training, business travel, office supplies, furniture and uniforms.

This Property Acquisition Specialist will be the second assigned to the Engineering department. Their time is split among Stormwater Services' projects, Transportation Bond projects and other CIP projects. The positions activities include acquiring easements, right of way and real estate by reviewing applicable laws, negotiating costs, reviewing contracts and writing and meeting with property owners.

Over the next two years there will be over 600 property acquisitions required with the upcoming CIP projects. Property acquisitions are on the front end of the process and streamlining this will help expediate the CIP projects already budgeted.

F. New Position: Project Manager

Total Cost: \$112,099

Priority: Strategic Plan:

Positions: Full Time Equivalent: 1.00 Part-Time: 0.00

Description: Funding in the amount of \$112,099 allows Engineering to hire a Project Manager at a salary of \$77,428 plus benefits, computer, pc lease, training, business travel, office supplies, furniture, shoe allowance and uniforms.

An additional project manager will help restore the proper resourcing and workload balance to the Capital Projects Division. Presently, the city is having to engage consultants to help with design and cost estimates because present workload does not allow an more additions. This position will aid with the city-wide needs for engineering tasks and help expedite already appropriated CIP projects.

Performance Measures

Foster a Prosperous, Thriving Economy		FY 20	FY 21	FY 21	FY 22
		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 21 calendar days	Measure: Percent of submittals reviewed within 21 days	N/A	75%	92%	95%
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	0.89*	1.00	0.65**	1.00

*Adjusted to remove Hurricane Dorian impacts = 0.94

** Low value reflects General Engineering tasks deprioritized to focus limited resources on capital projects

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PUBLIC SAFETY



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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
PD-OFFICE OF THE CHIEF					
PERSONNEL	\$ 1,447,454	\$ 1,134,954	\$ 1,134,954	\$ 1,379,543	22%
BENEFITS	\$ 375,279	\$ 317,597	\$ 317,597	\$ 439,639	38%
OPERATING	\$ 495,593	\$ 610,060	\$ 445,123	\$ 469,165	-23%
PD-OFFICE OF THE CHIEF Total	\$ 2,318,326	\$ 2,062,611	\$ 1,897,674	\$ 2,288,347	11%
PD-ADMIN SUPPORT					
PERSONNEL	\$ 1,301,812	\$ 1,388,243	\$ 1,388,243	\$ 1,548,932	12%
BENEFITS	\$ 404,427	\$ 511,935	\$ 511,935	\$ 553,896	8%
OPERATING	\$ 4,442,757	\$ 5,674,982	\$ 5,688,568	\$ 6,049,161	7%
OUTLAY	\$ 425,198	\$ 185,096	\$ 194,259	\$ 247,692	34%
NON-DEPARTMENTAL	\$ 3,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	0%
PD-ADMIN SUPPORT Total	\$ 9,574,194	\$ 8,760,256	\$ 8,783,004	\$ 9,399,681	7%
PD-ADMIN-LAB & CSI					
PERSONNEL	\$ 1,067	\$ -	\$ -	\$ -	-%
BENEFITS	\$ 375	\$ -	\$ -	\$ -	-%
OPERATING	\$ 13,827	\$ -	\$ -	\$ -	-%
PD-ADMIN-LAB & CSI Total	\$ 15,270	\$ -	\$ -	\$ -	-%
PD-INVESTIGATIVE BUREAU					
PERSONNEL	\$ 2,604,224	\$ 2,609,469	\$ 2,609,469	\$ 2,652,833	2%
BENEFITS	\$ 778,046	\$ 859,469	\$ 859,349	\$ 952,499	11%
OPERATING	\$ 148,880	\$ 160,970	\$ 110,019	\$ 163,674	2%
PD-INVESTIGATIVE BUREAU Total	\$ 3,531,150	\$ 3,629,908	\$ 3,578,837	\$ 3,769,006	4%
PD-PLANNING AND RESEARCH					
PERSONNEL	\$ 1,487,308	\$ 1,422,501	\$ 1,422,501	\$ 1,458,365	3%
BENEFITS	\$ 414,823	\$ 492,447	\$ 492,447	\$ 479,749	-3%
OPERATING	\$ 15,673	\$ 22,489	\$ 251,392	\$ 306,924	1265%
OUTLAY	\$ -	\$ -	\$ -	\$ 33,141	-%
PD-PLANNING AND RESEARCH Total	\$ 1,917,803	\$ 1,937,437	\$ 2,166,340	\$ 2,278,179	18%
PD-SPECIAL OPERATIONS					
PERSONNEL	\$ 2,295,073	\$ 2,372,218	\$ 2,405,657	\$ 2,563,362	8%
BENEFITS	\$ 676,330	\$ 784,882	\$ 784,882	\$ 929,298	18%
OPERATING	\$ 253,367	\$ 319,462	\$ 373,008	\$ 316,833	-1%
OUTLAY	\$ 37,073	\$ 56,225	\$ 37,151	\$ 7,510	-87%
PD-SPECIAL OPERATIONS Total	\$ 3,261,844	\$ 3,532,787	\$ 3,600,698	\$ 3,817,003	8%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
PD-UNIFORM PATROL					
PERSONNEL	\$ 8,578,438	\$ 8,838,906	\$ 8,894,091	\$ 8,690,131	-2%
BENEFITS	\$ 2,563,037	\$ 3,007,294	\$ 3,007,105	\$ 3,074,477	2%
OPERATING	\$ 422,529	\$ 489,247	\$ 506,602	\$ 534,393	9%
OUTLAY	\$ 425	\$ -	\$ -	\$ 18,154	-%
PD-UNIFORM PATROL Total	\$ 11,564,428	\$ 12,335,447	\$ 12,407,798	\$ 12,317,155	0%
PD-VICE/NARCOTICS ENFORCEMENT					
PERSONNEL	\$ 1,911,252	\$ 1,912,173	\$ 1,912,173	\$ 1,656,839	-13%
BENEFITS	\$ 577,849	\$ 659,499	\$ 659,499	\$ 589,155	-11%
OPERATING	\$ 127,264	\$ 162,429	\$ 167,539	\$ 158,370	-2%
OUTLAY	\$ -	\$ 18,075	\$ -	\$ 18,075	0%
PD-VICE/NARCOTICS ENFORCEMENT Total	\$ 2,616,364	\$ 2,752,176	\$ 2,739,211	\$ 2,422,439	-12%
PD-SEPARATION ALLOWANCE					
PERSONNEL	\$ 750,000	\$ 825,000	\$ 825,000	\$ 955,000	16%
PD-SEPARATION ALLOWANCE Total	\$ 750,000	\$ 825,000	\$ 825,000	\$ 955,000	16%
Police Department Total	\$ 35,549,379	\$ 35,835,622	\$ 35,998,562	\$ 37,246,810	3.9%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Office of the Chief	33	18	19	19	0.00
Administrative Services Bureau	36.2	35.64	35.64	35.64	0.00
Criminal Investigations	46	43	44	44	0.00
Planning & Research	7	26	25	25	0.00
Special Operations	46	17	22	22	0.00
Uniform Patrol	151	181	180	180	0.00
Special Investigations	31	30	26	26	0.00
Police Department Total	350.2	350.64	351.64	351.64	0.00

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, and the targeting of criminal activity through crime analysis.

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). CSI, or Crime Scene Investigations, falls under the Criminal Investigations Division. CSI manages collection and analysis of evidence.

The **Uniform Patrol** division is a consists of uniformed officers situated in the northwest and southeast portions 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 **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).

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: In-Car Camera Contract Adjustment

Total Cost:	(\$109,779)
Priority:	One-time Reduction
Positions:	Full Time Equivalent: 0.00 Part-Time: 0.00
Description:	A one-time funding adjustment in the amount of \$109,779 was removed from the budget associated with the 3rd year of in-car camera contract amount decreasing from \$248,116 to \$138,337.

B. One-time Funding Removal: Equipment

Total Cost: (\$55,175)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$55,175 was removed from the budget associated with the one-time refurbishment of the bomb squad robot (\$36,225) and of the \$20,000 funded for the crash data retrieval, \$18,950 was removed keeping \$1,050 for the annual software license fee.

C. Budget Adjustment: Fuel Decrease

Total Cost: (\$52,583)

Priority: Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Based on fuel estimates and trend data, the Police reduced the fuel funding line to appropriate levels.

D. One-time Funding Removal: Upfront Cost for New Employee

Total Cost: (\$44,011)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$44,011 of one-time funding associated with an authorized Police Officer's outfitting (i.e., vehicle and equipment) was removed from the budget.

E. One-time Funding Removal: Ballistic Vests

Total Cost: (\$23,009)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$23,009 authorized in FY21 associated for ballistic vests was removed from the budget. From the FY21 enhancement of \$28,988, a total of \$5,979 was added to the Department's vest replacement plan to account for the new vests. The specialized ballistic vest replacement plan funds now total \$22,779 annually.

F. One-time Funding Removal: Property & Evidence Equipment

Total Cost: (\$16,161)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$16,161 associated with several pieces of equipment (sensors, digital scale and dehumidifiers) for the property and evidence room has been removed from the budget.

G. One-time Funding Removal: In-Car Radar Equipment

Total Cost: (\$12,290)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$12,290 authorized in FY21 associated for in-car radar equipment was removed from the budget.

H. One-time Funding Removal: Body Cameras

Total Cost: (\$9,643)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A total of \$9,643 of the \$24,465 FY21 one-time funding associated with an additional 25 body cameras has been removed from the budget. The remaining \$14,822 will be needed for a contract to run through FY24 to ensure software connection and data storage for the new cameras.

Budget Modifications

A. Enclosed Motorcycle Trailer

Total Cost: \$10,010

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding allows WPD to purchase a motorcycle trailer to transport WPD motorcycles for maintenance, repair or outside jurisdiction requests. The funding includes appropriate WPD markings. This trailer will be able to haul all four motorcycles in the Police fleet.

B. Establish Replacement Plan: Radio Battery

Total Cost: \$10,216

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$10,216 establishes a radio battery replacement plan for an inventory of 403 Police radio batteries. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 80 batteries per year.

C. Mounted Unit Horse Replacement Plan**Total Cost:** \$23,860**Priority:** Continuation of Core Services**Positions:** Full Time Equivalent: 0.00 Part-Time: 0.00**Description:** Funding totaling \$23,860 allows WPD to begin a replacement plan for three horses over a three-year period. Funding includes \$18,154 to replace a retiring horse plus annual veterinary services, annual farrier and port-a-let services, consumable supplies such as hay and horse feed, and replacement of a horse pen, corral and gate.

The Mounted Unit team consists of three horses ranging from 17-19 years old. The horses are approaching retirement and WPD is addressing this transition. Additionally, the current corral and gate will be replaced with this funding.

D. Major Roadway Intersection Generators and Pre-wire**Total Cost:** \$33,718**Priority:** Strategic Plan: City Resiliency**Positions:** Full Time Equivalent: 0.00 Part-Time: 0.00**Description:** Funding in the amount of \$33,718 authorizes WPD to contract to pre-wire twenty-five (25) intersections throughout the city for emergency generators. The funding also includes the purchase of twelve (12) generators. The funding represents the first year of a multi-year plan to address major intersections during emergency events.

Hurricanes and other major events create major power outages across the city. Many major roadway intersections go dark and create a major hazard to the motoring public and must be manned by police officers for traffic control. By retrofitting strategic intersections for emergency generators, the city will be better prepared with adequate traffic control plans without the associated dangers to employees.

E. Mental Wellness Program**Total Cost:** \$39,375**Priority:** Continuation of Core Services**Positions:** Full Time Equivalent: 0.00 Part-Time: 0.00**Description:** The health and wellbeing of city employees is critical for successful relationships with the community. Public safety employees are generally considered a high-risk profession for psychological stress and development of mental health problems.

Funding in the amount of \$39,375 will allow WPD continue to partner with a third-party service to provide post incident evaluation services. The program focuses on mental health counseling and coaching for officers who maybe grappling with psychological stress related to their chronic exposure to stressful incidents. Historically there was little funding budgeted specifically for this purpose, causing other department priorities to shift the required funding. This initiative will create a dedicated source of annual funding to fill the need.

F. Handgun Generation 5 Upgrade & Accessories

Total Cost: \$86,552

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$86,552 authorizes WPD to adjust the current handgun contract to upgrade weapons to a Generation 5 handgun with accessories to include holographic sighting, lighting system and holster.

Upgrading to the newest generation of handgun allows for the latest technological advances in sighting and lighting systems. The upgrade will further enhance the safety of both officers and citizens. WPD proposes a three-year phasing plan. To off-set the cost of the Generation 5 handguns, WPD will receive a trade-in value of \$320 for each Generation 4 handgun currently in inventory thereby drastically reducing the price of each new handgun.

G. Access Control & Intercom Security System Funding Plan Adjustment

Total Cost: \$102,692

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$102,692 is approved as an adjustment and in addition to \$145,000 in base of the second year of a four-year plan to update the access control/intercom and camera security system at WPD headquarters.

Access via badges, sensor alerts and intercom capabilities have slowly degraded since the original installation in 2013. The newly built system is one that will not only align with other city and police facilities but comes after a year-long review of the building to determine what will meet the Police Department's needs.

The funding authorizes the Police Department to replace ten existing security cameras and expand security camera locations, as well as replace Access Control/Intercom System throughout Police headquarters. The funding plan totals \$650,741 over four years (FY21-FY24) and is in total \$70,741 over the original \$580,000 approved in FY21.

The funding will allow for the purchase of sixty-one digital cameras to be placed throughout the interior and exterior of the facility. The cameras will be able to zoom, tilt and pan, and have access capabilities via the web. Sensors within the cameras will activate with movement and alert the front desk personnel of movement.

H. Technical Equipment and Data Upgrades

Total Cost: \$126,570

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$126,570 allows WPD to install an interview system to include audio/visual equipment. The camera systems with installation cost totals \$17,380 with an ongoing need of \$4,635 for software license and maintenance. Additional data storage for all AXON camera products is included at \$9,600 per year. Funding includes six computers at \$33,141 for the STING Center and participation in the pc lease program at \$3,600. Funding also includes expansion of the Tsunami camera coverage in the downtown area surrounding Thalian Hall and the City government office, leased at \$14,000 per year. Lastly, funds include expansion of field camera equipment at \$44,290 with an annual operating cost of \$4,559.

Policing in the 21st Century is highly dependent upon technology. Most of an officer's daily activities are recorded and catalogued for future review. Juries expect to see high quality audio and visual recordings of interviews with suspects and defendants. Proper documentation of employee and suspect interviews are an integral part of both our internal and external investigations.

I. Police LEO Separation Allowance

Total Cost: \$130,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The FY22 estimate for the Sworn Law Enforcement Officer Separation Allowance totals \$955,000. Funding of \$130,000 was added to the budget to ensure the city meets this need.

J. Gun Crimes Task Force Equipment

Total Cost: \$383,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$383,000 allows PD to purchase ballistic evidence analysis equipment to establish a Gun Crimes Task Force. The task force's goal is identifying armed, violent offenders, and suspects for investigation and prosecution through investigative follow-up for all gunfire discharges occurring in the area.

The funding includes Ballistic IQ equipment and training, access to the ATF National Integrated Ballistics Information Network and an equipment contingency.

Performance Measures

Support Efficient Transportation Systems		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 Target
Goal: To maintain fatal, personal injury, and property damage crashes					
Objective: To maintain the number of fatal, personal injury, and property damage crashes with the target range	Measure: Percent change in fatal, personal injury and property damage accidents	-13%*	+/-10%	.2%, <1%	-2%
Objective: To maintain total property damage amounts in traffic collisions within the target range	Measure: Percent change in property damage	-4%*	+/- 10%	4%	-2%
Create a Safe Place		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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 2%	Measure: Percent reduction in Part I crime	+2%	-1%	-6%	-1%
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	+21%*	>=24%	21%	22%
Engage in Civic Partnerships		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 Target
Goal: To foster good working relationships and positive contacts with civic groups, business owners, and citizens alike					
Objective: To maintain the number of focus patrols in each patrol district within the specified target range	Measure: Percent change in focus patrols initiated in New Hanover County CAD database	-39%*	+/-5%	67%	3%
Objective: To reduce the number of the Wilmington Police Department sustained complaints.	Measure: Number of sustained complaints.	14	12	11	10

*FY20 Actual likely affected by global pandemic.

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
FD-ADMINISTRATION					
PERSONNEL	\$ 371,317	\$ 473,716	\$ 473,716	\$ 552,540	17%
BENEFITS	\$ 101,320	\$ 150,568	\$ 150,568	\$ 180,636	20%
OPERATING	\$ 203,764	\$ 228,180	\$ 224,911	\$ 235,709	3%
FD-ADMINISTRATION Total	\$ 676,401	\$ 852,464	\$ 849,195	\$ 968,885	14%
FD-COMMUNITY RISK REDUCTION					
PERSONNEL	\$ 58,869	\$ 71,284	\$ 71,284	\$ 93,466	31%
BENEFITS	\$ 19,150	\$ 22,502	\$ 22,502	\$ 27,465	22%
OPERATING	\$ 14,239	\$ 14,573	\$ 14,693	\$ 14,571	0%
FD-COMMUNITY RISK REDUCTION Total	\$ 92,258	\$ 108,359	\$ 108,479	\$ 135,502	25%
FD-FIRE SUPPRESSION					
PERSONNEL	\$ 10,520,207	\$ 11,003,789	\$ 11,108,289	\$ 11,162,508	1%
BENEFITS	\$ 3,241,901	\$ 3,718,844	\$ 3,718,844	\$ 3,980,672	7%
OPERATING	\$ 221,588	\$ 335,942	\$ 388,771	\$ 335,220	0%
OUTLAY	\$ -	\$ -	\$ 6,969	\$ -	-%
FD-FIRE SUPPRESSION Total	\$ 13,983,696	\$ 15,058,575	\$ 15,222,873	\$ 15,478,400	3%
FD-PREVENTION					
PERSONNEL	\$ 565,992	\$ 593,127	\$ 593,127	\$ 582,859	-2%
BENEFITS	\$ 169,885	\$ 196,188	\$ 196,188	\$ 194,409	-1%
OPERATING	\$ 5,315	\$ 10,736	\$ 9,397	\$ 11,327	6%
FD-PREVENTION Total	\$ 741,192	\$ 800,051	\$ 798,712	\$ 788,595	-1%
FD-SS-FLEET MAINTENANCE					
PERSONNEL	\$ 169,987	\$ 166,421	\$ 166,421	\$ 171,006	3%
BENEFITS	\$ 57,933	\$ 63,510	\$ 63,510	\$ 68,722	8%
OPERATING	\$ 195,085	\$ 281,005	\$ 308,956	\$ 270,534	-4%
FD-SS-FLEET MAINTENANCE Total	\$ 423,005	\$ 510,936	\$ 538,887	\$ 510,262	0%
FD-SUPPORT SERVICES					
PERSONNEL	\$ 407,907	\$ 201,443	\$ 201,443	\$ 303,965	51%
BENEFITS	\$ 109,494	\$ 59,263	\$ 59,263	\$ 102,985	74%
OPERATING	\$ 1,908,575	\$ 2,141,978	\$ 2,090,458	\$ 1,734,218	-19%
OUTLAY	\$ 29,744	\$ 124,000	\$ 128,444	\$ 143,771	16%
FD-SUPPORT SERVICES Total	\$ 2,455,719	\$ 2,526,684	\$ 2,479,608	\$ 2,284,939	-10%
FD-TRAINING					
PERSONNEL	\$ 296,288	\$ 265,685	\$ 265,685	\$ 298,502	12%
BENEFITS	\$ 87,910	\$ 86,889	\$ 86,889	\$ 103,456	19%
OPERATING	\$ 76,858	\$ 97,341	\$ 99,237	\$ 97,432	0%
ALLOCATED COSTS	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	0%
FD-TRAINING Total	\$ 441,055	\$ 429,915	\$ 431,811	\$ 479,390	11.5%
FIRE DEPARTMENT Total	\$ 18,813,326	\$ 20,286,984	\$ 20,429,565	\$ 20,645,973	1.8%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Fire Administration	4	4	4	4	0.00
Community Risk Reduction	1	1.48	1.48	1.48	0.00
Fire and Life Safety	8.49	9.49	8.49	8.94	-0.55
Firefighting	193.96	194.96	195.96	195.96	1.00
Fire Fleet Maintenance	3	3	3	3	0.00
Fire Support Services	5	5.48	5.48	5.48	0.00
Fire Training	7	4	4	4	0.00
Fire Department Total	222.45	222.41	222.41	222.86	0.45

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 **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.

The **Firefighting** division maintains responsibility for two primary functions. The first relates to firefighting units who are responsible for all fire 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 **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 **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 Training** division oversees expenditures and efforts for training and equipment in fire, water rescue, tactical rescue and hazardous materials. Assistant Chiefs are assigned to each special team to monitor and effectively assess training needs and expenditures.

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Vehicles

Total Cost: (\$124,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$124,000 associated with the purchase of four vehicles was removed from the budget.

B. One-time Funding Removal: Diesel Modification Equipment

Total Cost: (\$17,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$17,000 associated with the required modification to diesel exhaust equipment was removed from the budget.

C. One-time Funding Removal: Diagnostic Tools

Total Cost: (\$10,500)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$10,500 associated with the purchase of fleet diagnostic tools was removed from the budget.

D. One-time Funding Shift: On-going Fire App costs

Total Cost: (\$4,995)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$4,995 was shifted from communications line to IT's software license line to cover the mid-year decision to support the on-going costs of the Fire App purchase.

E. Off-cycle Business Decision: Ballistic Vests three-year Plan and Turnout Gear Replenishment

Total Cost: \$0

Priority: Budget Adjustment

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$12,800 associated with the first of a three-year plan to provide ballistic vests on apparatus was shifted to turnout gear. An off-cycle business decision to purchase all the required vests at a cost of \$40,005 was approved in FY21. For FY22, with the ballistic vest purchases being complete, the \$12,800 in funding is shifted to turnout gear for Fire to continue purchasing two sets of gear per uniformed personnel.

F. Shift: On-going PC Leases

Total Cost: \$0

Priority: Budget Adjustment

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$4,250 was shifted from the communications line to the PC tech lease line to support on-going charges for a mid-year purchase of six Battalion Chief laptops and one Volunteer Fire Inspector laptop. Monies for the mid-year venture was funded through FY21 CARES Act funding received by the city.

Budget Modifications

A. Operating Support: Public Information Officer

Total Cost: \$5,100

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding totaling \$5,100 allows the Public Information Officer to a variety of communications options such as but not limited to boosting social media post to reach a wider audience and utilize technology to design social and print advertisements, sending scheduled posts and facilitating email campaigns. Funding also establishes a training budget for the PIO position.

B. Establish Replacement Plan: Radio Battery

Total Cost: \$7,605

Priority: Strategic Plan: City Resiliency

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$7,605 establishes a radio battery replacement plan for an inventory of 300 Fire radio batteries. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 60 batteries per year.

C. Equipment: Cradlepoint

Total Cost: \$13,640

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$13,640 allows the Fire Department to install technology on the fire apparatus to aid in GPS and cellular signals, allowing the CAD system to automatically locate the apparatus and dispatch accordingly. The device also increases download capabilities for pre-incident and site plans when enroute to an emergency event. Currently, Fire has the technology on two apparatus. The funding allows for ten units out of twenty needed for a two-year plan which will equip all primary and response apparatus.

D. Replacement Vehicle: Fire Chief

Total Cost: \$35,215

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Vehicle funding of \$29,790 plus fleet lease totaling \$35,215 was authorized to replace a vehicle (#09256) for the Fire Chief. The 12-year-old vehicle has 92,571 miles.

E. Expand Replacement Program: Station Inventory

Total Cost: \$39,363

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: As the fire stations are outfitted upon completion, the required funding to replace items housed in the station have not traditionally been budgeted. Many of these items are coming to end of their useful life (refrigerators, stoves, tables etc.). Fire staff conducted an inventory assessment to include unit price and life expectancy data to produce the estimated annual replacement cost to add to the funding already budgeted. Funding in the amount of \$39,363 allows the Fire Department, over two years, to expand the station inventory replacement program. The existing program is limited to defibrillators, exercise equipment and furniture.

F. Replacement Vehicle: Training Division

Total Cost: \$45,002

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Vehicle funding of \$39,602 plus fleet lease totaling \$45,002 was authorized to replace a vehicle (#00233) for the Training division. The 21-year-old vehicle has 58,066 miles.

G. Operating Support: Emergency Management

Total Cost: \$49,856

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding of \$49,856 allows Fire to establish an operating budget for the Emergency Management Coordinator. Funding includes the purchase of a vehicle (#03202) at \$32,308, fleet lease, cell stipend, and a radio. Funding also establishes a training budget for the Emergency Manager position, allowing for annual training needs and conference attendance.

H. New Position: PT Inspector

Total Cost: \$59,600

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.45

Description: Funding of \$59,600 allows Fire to hire a part-time civilian inspector position. Salary of \$18,720 results in a \$20 per hour salary at 18 hours a week. The funding includes salary plus benefits, a vehicle at \$29,105, fleet lease and a radio.

Inspection numbers are growing with new inspection requests of roughly 7,000 per year (pre-pandemic) between occupancy and construction inspections. The pandemic slowed inspections down as restrictions were tightened but development did not slow at the same rate. There are now approximately 1,600 inspections on back-log.

The current team of full-time inspectors (FTE= 6) will continue to work on the new requests entering the system whereas the new part-time inspector's focus will be to reduce the backlog. It is estimated that the part-time inspector will be able to complete 100 inspections per month.

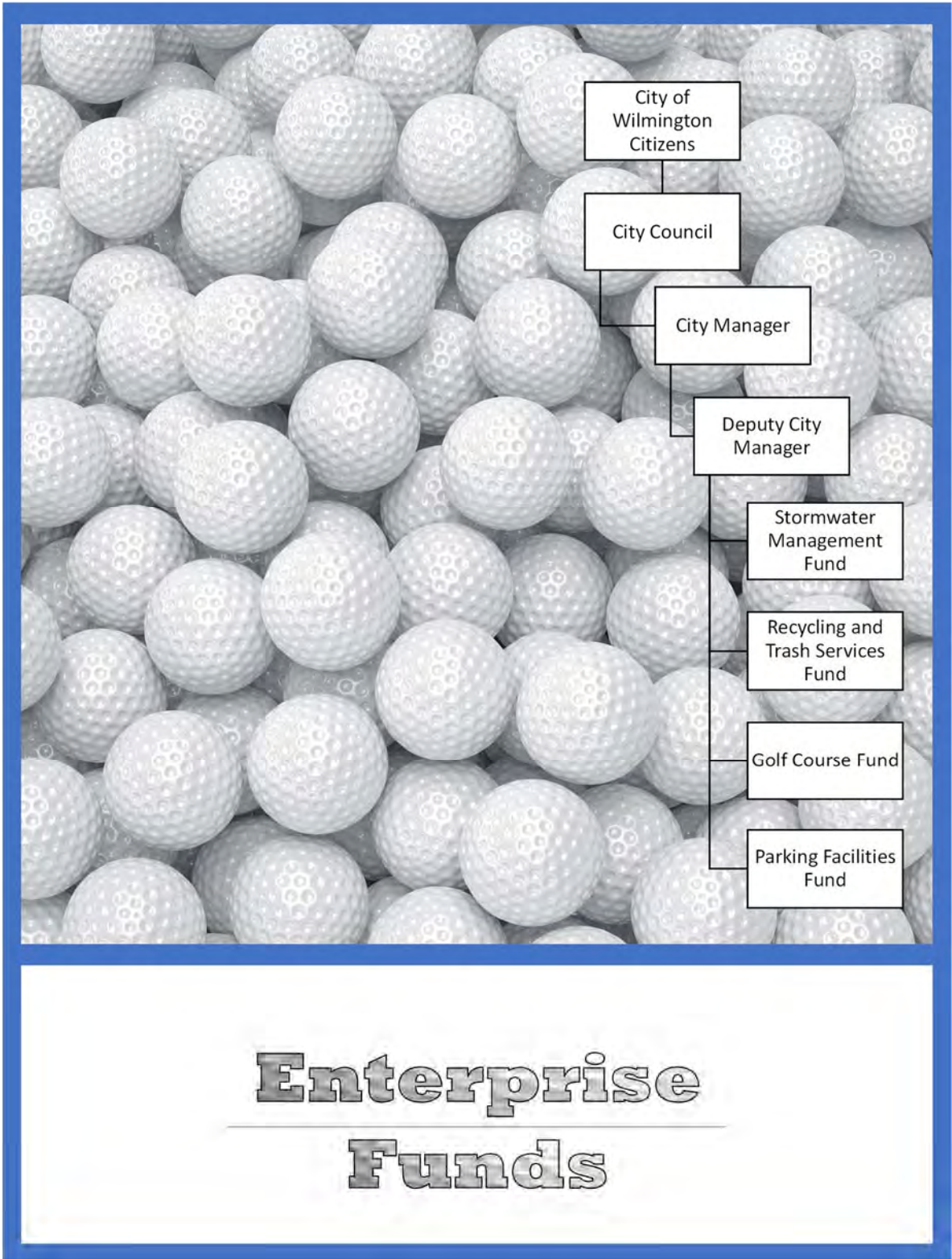
Performance Measures

Create a Safe Place		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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)	6:24	6:00	6:11	6:00
	Measure: Response time for EMS Incident Type (1 st Arriving Unit. 90 th percentile)	6:00	6:00	5:48	6:00
	Measure: Response time for Other Incident Types (1 st Arriving Unit. 90 th percentile)	6:38	6:00	6:40	6:00
	Measure: Response time for Structure Fire Incidents (Concentration of ALL resources required. 90 th percentile)	10:25	9:30	10:30	9:30

Create a Safe Place		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 Target
Objective: Complete inspections on schedule	Measure: Time to complete inspection (<i>Average</i>)	24min	25min	24min	25min
	Measure: Percent of scheduled inspections completed on schedule*	68%*	80%	80.4%	90%
Objective: Determine the origin and cause of fires	Measure: Percent of undetermined fire investigations	7%	<10%	.098%	<10%

*Scheduled inspections were impacted by the global pandemic the last half of FY20.

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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
STORMWATER UTILITY FEE	\$ 12,412,673	\$ 12,802,127	\$ 12,802,127	\$ 12,740,151	0%
LICENSE FEE & PERMIT	\$ 48,500	\$ 51,000	\$ 51,000	\$ 51,000	0%
MISCELLANEOUS	\$ 2,371	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 146,102	\$ 56,795	\$ 56,795	\$ 20,000	-65%
RESTRICTED INTERGOV	\$ 80,935	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ -	\$ 1,604,603	\$ 41,317	-%
REVENUE Total	\$ 12,690,582	\$ 12,909,922	\$ 14,514,525	\$ 12,852,468	0%
APPROPRIATIONS					
PERSONNEL	\$ 2,185,677	\$ 2,781,474	\$ 2,728,244	\$ 2,738,527	-2%
BENEFITS	\$ 691,948	\$ 1,024,264	\$ 1,014,582	\$ 1,029,072	0%
OPERATING	\$ 2,425,917	\$ 2,258,459	\$ 2,363,731	\$ 2,727,036	21%
OUTLAY	\$ 260,580	\$ 284,006	\$ 339,764	\$ 94,300	-67%
NON-DEPARTMENTAL	\$ 35,977	\$ 77,000	\$ 81,485	\$ 77,000	0%
RESERVE	\$ -	\$ 95,047	\$ 32,047	\$ 71,506	-25%
DEBT SERVICE	\$ 1,836,944	\$ 1,824,230	\$ 3,389,230	\$ 1,813,575	-1%
TRANSFER TO CIP	\$ 2,707,558	\$ 3,400,000	\$ 3,400,000	\$ 2,975,000	-13%
ALLOCATED COSTS	\$ 1,220,172	\$ 1,165,442	\$ 1,165,442	\$ 1,326,452	14%
APPROPRIATIONS Total	\$ 11,364,773	\$ 12,909,922	\$ 14,514,525	\$ 12,852,468	0%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Engineering	0	7	7	7	0.00
Operations & Maintenance	51	50	50	48.96	-1.04
Services	9	5	5	5	0.00
Stormwater Total	60	62	62	60.96	-1.04

Division Descriptions

The core components of the **Stormwater Services** section include engineering, management and planning, and capital improvements for both the stormwater and streets/sidewalk systems, as well as stormwater regulatory and enforcement activities, outreach and education, and watershed and water quality improvements.

The Public Services **Operations Division** is responsible for maintaining and improving the public drainage system and the street and sidewalk system. Maintenance activities consist of a variety of core components - open drainage, which includes ditches and ponds, closed drainage, which is comprised of underground pipes and culverts, asphalt street maintenance, and concrete sidewalk maintenance.

The Public Services **Engineering Division** is responsible for video camera inspection, engineering, management and planning, and capital improvements for both the stormwater and streets/sidewalk systems.

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Vehicle

Total Cost: (\$253,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$253,000 associated with a trailer mounted pump (\$30,000) and a pothole patcher truck (\$223,000) was removed from the budget.

B. One-time Funding Removal: Urban Forestry Management Plan

Total Cost: (\$50,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$50,000 was removed from the indirect cost associated with Stormwater's share of the Urban Forestry Management Plan.

C. One-time Funding Removal: Vehicle

Total Cost: (\$26,206)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$26,206 associated with a vehicle was removed from the budget.

D. One-time Funding Removal: Computer

Total Cost: (\$2,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$2,000 associated with the purchase of a computer was removed from the budget.

E. Off-Cycle Business Decision: Intern

Total Cost: \$11,616

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$11,616 associated with an administrative error that eliminated the salary and benefits for an intern from the FY21 adopted budget was added to the budget.

Budget Modifications

A. Reclassification: Stormwater Workers to Stormwater Operators

Total Cost: (\$10,700)

Priority: Continuation of Core Services

Positions: Full Time Equivalent: -2.00 Part-Time: 0.96

Description: Multiple positions have been reclassified that will allow for increased efficiencies within the Operations and Maintenance divisions of Stormwater. Four Senior Stormwater Worker positions have been reclassified to Stormwater Operators to better equip the team with skilled personnel that can operate and maintain technologically advanced equipment that has been recently acquired. The reclassification of these four positions will ultimately reduce our overall operating cost and allow the department to reduce the employee compliment due to increased efficiencies.

Funding from 2 Stormwater Worker positions is being used to reclass and fund one Heavy Equipment Operator to allow for equipment to be transported to work sites and no longer driving the equipment on the road to worksites. By shifting 2 worker positions to 1 Heavy Equipment Operator allows for that operator to be dedicated to driving the heavy equipment transport truck.

Funding for 1 Senior Stormwater Worker position has been used to fund 2 part time 0.48 FTE positions. One position is a part time Administrative Assistant to address the growing need for administrative support within the division. The other is a part time Senior Worker, which performs specialist maintenance work including lake and boating needs. Both part-time positions have been previously filled through a temporary agency for the past 1 to 2 years.

These reclassifications reflect a net decrease of \$10,700 to the fund as well as a decrease in FTEs of 1.04.

B. Establish Replacement Plan: Radio Battery

Total Cost: \$558

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$558 establishes a radio battery replacement plan for an inventory of 22 radio batteries. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 4 batteries per year.

C. Cleaning: Increase Frequency

Total Cost: \$7,607

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This request is based on a continuation of implementation of the recommendations from the 2019 Janitorial Services report. This report identified that most City facilities were not being cleaned daily by qualified trained staff. This practice is inconsistent with nationally recognized minimum cleaning standards.

An increase of \$7,607 has been approved to increase the current cleaning services from two times per week to three.

D. New Vehicle: Engineering Technician

Total Cost: \$31,997

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$31,997 has been authorized to purchase a new vehicle. The current vehicle used for the Engineering Technician position is also shared by the Stormwater Services Manager and the Senior Project Engineer. With the increasing requirements for field activities by all positions, this new vehicle, at a one-time cost of \$26,500 and annual replacement costs of \$4,497 and annual fuel costs of \$1,000, will enhance staff capabilities to provide these required services in the field as well as help to minimize emissions as outlined in the clean energy ad hoc committee report.

E. Stockpile Debris Removal Project

Total Cost: \$50,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The operations yard has been the disposal area for vegetative debris, sweeper debris and mechanical ditching disposal and is approximately 9,000 cubic yards in total debris. A planned project to haul the material to the New Hanover County Landfill will be done by both Public Services trucks as well as contracted trucks. The \$50,000 approved for this project will fund the contractors to assist with the debris removal and clean-up of the space in the operations complex.

F. Equipment: Traffic Signals & Steel Dump Trailer

Total Cost: \$73,043

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$73,043 has been approved to purchase a pair of automated traffic signals and a steel dump trailer. The traffic signal equipment will eliminate the need for human flagmen and thereby save on labor cost and enhance safety for workers and motorists and is a one-time cost of \$25,000.

The steel body dump trailer will greatly improve the work capacity hauling 2.5 time what a conventional dump truck will haul. In addition to hauling demolition and construction materials, it is intended that this trailer will be used by both Stormwater and Recycling and Trash divisions following storm related events that will reduce the need for outside contracted services. The cost of the trailer is a one-time purchase of \$40,000 with annual replacement costs of \$8,043.

G. Fleet Replacement Upgrade

Total Cost: \$117,644

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Stormwater sweeping section has two Broom Badger mechanical sweepers that are due for replacement in FY22. Due to high maintenance costs and excessive downtime exceeding 3,000 hours to date and high replacement part costs of approximately \$12,000 a year, this upgrade to regenerative air sweepers is a one-time cost increase of \$71,238 with annual replacement costs of \$92,224 for both sweepers.

Regenerative air sweepers are more efficient and less prone to mechanical failures and do not use the type or the number of brooms that Badgers require, thereby reducing operating costs. The mechanical sweepers being replaced, require a "chase" truck which regenerative air models do not require, allowing the repurposing of 2 single axle dump truck and 2 Sr. workers.

H. Indirect Charges Adjustment

Total Cost: \$211,010

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: FY22 represents the first year of employee salary and benefits being allocated through the system salary budget process versus hard coded entries into the indirect account lines. Noted differences can be found throughout the funds that share costs for the Operations services with the Streets division as well as shared charges for the Compliance Officers and Safety Officer positions in the Administrative division.

FY22 is recognizing the addition of \$47,050 in new charges that represents 50% of the Property Acquisition Specialist position in the Engineering Department. This position was approved in the FY22 budget and the indirect charge of 50% is for salary, benefits and operating costs associated with the position.

The net change to indirect charges is \$163,485 over FY21 budgeted amount. The FY22 indirect costs total \$1,326,452.

I. Accelerated Fleet Replacements

Total Cost: \$443,021

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$433,021 has been approved to allow for the accelerated replacement and upgrades for four pieces of equipment. One is a Vac Con that is used in the Engineering division at a one-time cost of \$111,762 with annual replacement costs totaling \$63,770. This new and upgraded equipment will be a smaller, more compact vac truck with advanced features that will be used to inspect existing pipe infrastructure for evaluating and designing future capital drainage projects.

There are 2 slope mowers and 1 excavator being replaced in the Maintenance division with a total one-time cost of \$247,068 and annual replacement charges of \$91,554. The slope mowers were not scheduled for replacement until FY's 23 and 25 however both mowers have experienced breakdowns that resulted in many months of downtime. The new slope mowers are more advanced, have a lower cost to operate, and are locally serviced. The excavator was not scheduled for replacement until FY28 but was experiencing frequent maintenance failures with high maintenance costs. Early replacement was needed to better serve the needs of the department.

J. Transfer to CIP

Total Cost: \$2,975,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A transfer in the amount of \$2,975,000 has been authorized to fund \$1,500,000 in annual storm drain rehab projects and \$1,475,000 for the Whispering Pines project.

Performance Measures

Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	44%	N/A	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	34.82	22.00	15.25	12
	Measure: Annual tons of street sweepings diverted from stormwater system per lane mile swept	NA*	.32	.64	.5
	Measure: Linear foot per manual ditching man-hours	64.71	60.00	74.5	100

*The scale was inoperable during FY19 and FY20. This measure will be collected for FY21 depending on the schedule for scale repair.

RECYCLING AND TRASH SERVICES FUND

The City of Wilmington’s Recycling and Trash Services Fund oversees the collection and disposal of city solid waste customer refuse. The division also oversees recycling, yard waste and bulky collection.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
CHARGES FOR SERVICE	\$ 9,611,370	\$ 9,756,088	\$ 9,756,088	\$ 9,869,505	1%
FINES & FORFEITS	\$ 300	\$ -	\$ -	\$ 500	-%
INTEREST EARNINGS	\$ 81,255	\$ 32,631	\$ 32,631	\$ 11,500	-65%
MISCELLANEOUS	\$ 20,231	\$ 6,860	\$ 6,860	\$ -	-100%
OPERATING TRANSFR IN	\$ 29,866	\$ 29,866	\$ 29,866	\$ 38,366	28%
RESTRICTED INTERGOV	\$ 97,215	\$ 92,000	\$ 92,000	\$ 91,000	-1%
APPROPR FUND BALANCE	\$ -	\$ 106,000	\$ 498,097	\$ 1,117,143	954%
REVENUE Total	\$ 9,840,238	\$ 10,023,445	\$ 10,415,542	\$ 11,128,014	11%
APPROPRIATIONS					
PERSONNEL	\$ 2,916,238	\$ 3,162,116	\$ 3,162,116	\$ 3,197,138	1%
BENEFITS	\$ 950,728	\$ 1,147,772	\$ 1,147,772	\$ 1,261,956	10%
NON-DEPARTMENTAL	\$ 66,602	\$ 81,500	\$ 91,500	\$ 81,500	0%
OPERATING	\$ 4,959,180	\$ 4,757,886	\$ 4,740,503	\$ 4,965,188	4%
OUTLAY	\$ -	\$ -	\$ 179,525	\$ -	-%
TRANSFER TO	\$ -	\$ -	\$ 219,955	\$ 727,400	-%
ALLOCATED COSTS	\$ 843,283	\$ 874,171	\$ 874,171	\$ 894,832	2%
APPROPRIATIONS Total	\$ 9,736,031	\$ 10,023,445	\$ 10,415,542	\$ 11,128,014	11%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions					
Bulky Waste Collection	7	7	8	8	1.00
Customer Refuse	29	29	28	28	-1.00
Downtown Collection	11	11	11	11	0.00
Recycling	5	5	4	4	-1.00
Solid Waste Administration	5	5	5	5	0.00
Yard Waste	18	18	19	19	1.00
Authorized Positions	75	75	75	75	0.00

Division Description

The primary responsibility of the **Recycling & Trash Services Administration** section 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 Recycling & Trash Services provides residential trash collection to approximately 31,000 City of Wilmington residents.

The **Recycling** section provides for the bi- weekly curbside collection of recyclable materials from City Recycling & Trash Services customers.

The **Yard Waste** section provides for the weekly curbside collection of vegetative yard waste. Once collected, yard waste is processed for reuse through a commercial facility.

The **Downtown Collection** section provides trash and recycling services for residents and commercial establishments in the Central Business District (CBD). This section also services pedestrian trash receptacles and ashtrays in the CBD. Other activities performed in the CBD include maintaining public restrooms, pressure washing sidewalks, litter collection, and organizing cleanup activities following the City's festivals and events.

The **Bulky** section oversees the City's call-in bulky, white goods, and electronic collection, and carrion service for City streets. The section also partners with the Police Department and Public Services code compliance on the Rover Bulky program.

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Rate and Operational Study

Total Cost: (\$106,000)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$106,000 associated with a consultant study focused on rate and operational practices was removed from the budget.

Budget Modifications

A. Establish Replacement Plan: Radio Battery

Total Cost: \$152

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The city made a large \$2.7M investment in 800 MHZ radios in FY17. The radios are close to 4 years old. These radios are beginning to age and do not have any repair or maintenance funding budgeted.

Funding in the amount of \$152 establishes a radio battery replacement plan for an inventory of 6 radio batteries. The batteries have a life expectancy of 5 years. Funding this replacement plan will allow for the replacement of 1 battery per year.

B. Cleaning: Increase Frequency

Total Cost: \$4,961

Priority: Outside the Directives

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This request is based on a continuation of implementation of the recommendations from the 2019 Janitorial Services report. This report identified that most City facilities were not being cleaned daily by qualified trained staff. This practice is inconsistent with nationally recognized minimum cleaning standards.

An increase of \$4,961 has been approved to increase the current cleaning services from two times per week to three.

C. Position Reclassification: Operator to Crew Leader

Total Cost: \$5,188

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One Operator position located in the Yard Waste Section, has been reclassified to a Crew Leader with a salary increase of \$4,191 and benefits totaling \$997.

The FY21 adopted budget included 4 position reclassifications in RTS. The division converted 4 Operator positions to Crew Leaders. There was one per each section in Refuse, Recycling, Cart/Customer Services and Bulky. This has resulted in better customer service and field communications, as well as increased morale in the associated sections. The positions represent a career path for tenured operators and should aid in employee retention. This request completes one field crew leader for each of the RTS operational sections.

D. Electric Packer Truck Grant Project

Total Cost: \$42,199

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This is a grant-initiated opportunity for the city to become one of the first municipalities on the East Coast to operate an all-electric, zero-emission trash collection vehicle. This electric truck will replace a 2008 decommissioned diesel truck and not be an additional vehicle in the RTS Fleet. Replacing an existing diesel truck with an all-electric refuse truck will have local air quality benefits for both the pollutant driving ground-level ozone in our area, NO_x, as well as reducing PM_{2.5} particulate matter pollution. In fact, the all-electric vehicle is expected to reduce emissions by 100 tons of CO₂ per year.

The Fleet Lease costs are estimated to increase by \$46,199 and the expected electricity cost is anticipated to increase by \$5,000, however this increase is offset by an expected reduction in fuel of \$9,000 for a total budget increase of \$42,199.

Public Services has researched available information and data and determined that a financial 'break-even' (with grant funding) compared with a diesel packer will occur in year 5 of an estimated 10-year life. Years 6-10 would yield positive return on investment through fuel and maintenance savings.

E. Consultant Study: Route Optimization & Operations

Total Cost: \$100,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Recycling & Trash Services is actively working with a consultant for a rate and revenue model development, and various operational analysis. This one-time budget increase of \$100,000 represents phase 2 of the approved project, which is comprised of conducting a route optimization study, and additional research on operations procedures and their effect on finances and customer satisfaction. The last route optimization was completed in 2009/2010 at a cost of \$50,000. The return on a route study can be expected to increased efficiencies, improved driver morale, reduce fuel costs and vehicle emissions, as well as increase employee and equipment safety improvements.

F. Increase to Disposal Costs

Total Cost: \$123,988

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Prior year actual tonnage was used to estimate the upcoming Landfill disposal estimate increases for Refuse, Yard Waste & Bulky. The expected rate increase for tipping fees is expected to be \$52 per ton, up from \$48 per ton as determined by New Hanover County. To fulfil the needs of FY22, an increase of \$123,988 is required to fund these activities.

G. Fleet Fund Transfer

Total Cost: \$727,400

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funds appropriated in the Recycling & Trash Services Fund in FY20 for the purchase of four packer trucks was not used as budgeted. Instead, the purchases were made using Fleet Funds. This transfer totaling \$727,400 repays the costs incurred in the Fleet fund. Use of one-time fund balance is applied to cover this transfer. This entry will correct the balances owed between the two funds.

Performance Measures

Create a Safe Place		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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.	\$167.00	\$171.30	\$191.00	\$197.00
	Measure: Annual cost per recycle tons collected.	\$102.00	\$107.00	\$94.80	\$98.00
	Measure: Annual cost per bulky tons collected.	\$218.91	\$222.00	\$187.60	\$193.00
	Measure: Average number of calls per call center FTE.	16,362	17,180	13,395	13,800
	Measure: Annual cost per refuse tons disposed.	\$141.00	\$143.00	\$130.00	\$134.00

GOLF COURSE FUND

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
GREENS/CONCESSIONS	\$ 1,673,648	\$ 1,542,950	\$ 1,542,950	\$ 1,692,396	10%
INTEREST EARNINGS	\$ 7,401	\$ 1,687	\$ 1,687	\$ 1,400	-17%
APPROPR FUND BALANCE	\$ -	\$ -	\$ 281,995	\$ -	-%
REVENUE Total	\$ 1,681,049	\$ 1,544,637	\$ 1,826,632	\$ 1,693,796	10%
APPROPRIATIONS					
PERSONNEL	\$ 522,722	\$ 545,937	\$ 539,037	\$ 560,160	3%
BENEFITS	\$ 161,146	\$ 180,664	\$ 180,664	\$ 196,607	9%
OPERATING	\$ 591,267	\$ 623,184	\$ 646,453	\$ 707,015	13%
OUTLAY	\$ -	\$ -	\$ 275,626	\$ -	-%
NON-DEPARTMENTAL	\$ 8,280	\$ 11,000	\$ 11,000	\$ 8,000	-27%
RESERVE	\$ -	\$ 24,098	\$ 14,098	\$ 10,000	-59%
ALLOCATED COSTS	\$ 143,861	\$ 159,754	\$ 159,754	\$ 212,014	33%
APPROPRIATIONS Total	\$ 1,427,276	\$ 1,544,637	\$ 1,826,632	\$ 1,693,796	10%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	12.92	12.92	12.92	12.92	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Budget Modifications

A. Cleaning: Increase Frequency

Total Cost: \$12,600

Priority: Outside the Directives

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This request is based on a continuation of implementation of the recommendations from the 2019 Janitorial Services report. This report identified that most City facilities were not being cleaned daily by qualified trained staff. This practice is inconsistent with nationally recognized minimum cleaning standards.

With the golf course facilities open to the public 7 days per week, the cleaning frequencies will increase from one-time to seven times per week. This increase in cleaning services totals \$12,600 and the total annual contract for janitorial cleaning services is \$14,700.

B. Indirect Charges Adjustment

Total Cost: \$52,260

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$52,260 has been approved for increased costs for services rendered from the General Fund central service departments.

This represents a cumulative build of charges over the past several years that had not been passed on to the fund. Over the past several years the fund has been provided a reduction in the charges to assist with balancing the budget and allowing for growth in fund balance.

C. Increase: Operating Costs

Total Cost: \$67,541

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A budget increase in the amount of \$67,541 has been approved to cover increases in equipment leases, bank charges, utility costs and concession resale purchases. With the increase in play, pro shop and concession sales have increased. With the opening of the renovated clubhouse in August 2021, sales are expected to continue increasing and the purchases for resale accounts have been increased for this anticipated growth. Bank fees have risen due to an increase in use of credit and debit cards that has resulted in higher bank related fees.

Performance Measures

Foster a Prosperous, Thriving Economy		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	1,664,468	1,525,000	1,857,986	1,700,000
	Measure: Number of rounds played at the Municipal Golf Course (18 & 9 hole rounds)	52,789	47,800	56,714	52,000

PARKING FUND

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
PARKING FEES	\$ 2,677,202	\$ 3,656,892	\$ 3,656,892	\$ 3,509,873	-4%
FINES & FORFEITS	\$ 418,875	\$ 475,000	\$ 475,000	\$ 437,000	-8%
INSTALLMENT FINANCNG	\$ 22,270,000	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 56,303	\$ 21,875	\$ 21,875	\$ 5,700	-74%
OPERATING TRANSFER IN	\$ 102,233	\$ 2,322,000	\$ 2,622,000	\$ 1,926,239	-17%
APPROPR FUND BALANCE	\$ 1,237,131	\$ -	\$ 28,806	\$ 96,000	-%
REVENUE Total	\$ 26,761,743	\$ 6,475,767	\$ 6,804,573	\$ 5,974,812	-8%
APPROPRIATIONS					
PERSONNEL	\$ 124,789	\$ 186,430	\$ 186,430	\$ 190,213	2%
BENEFITS	\$ 36,078	\$ 62,314	\$ 62,314	\$ 66,755	7%
OPERATING	\$ 1,911,931	\$ 2,973,896	\$ 3,064,857	\$ 3,016,004	1%
OUTLAY	\$ 88,672	\$ -	\$ 1,745	\$ -	-%
NON-DEPARTMENTAL	\$ 11,361	\$ 6,859	\$ 6,859	\$ 11,212	63%
RESERVE	\$ -	\$ 209,668	\$ 410,768	\$ 45,000	-79%
DEBT SERVICE	\$ 22,937,870	\$ 2,878,090	\$ 2,913,090	\$ 2,460,577	-15%
TRANSFER TO CIP	\$ 1,593,472	\$ 51,000	\$ 51,000	\$ 51,000	0%
ALLOCATED COSTS	\$ 57,570	\$ 107,510	\$ 107,510	\$ 134,051	25%
APPROPRIATIONS Total	\$ 26,761,743	\$ 6,475,767	\$ 6,804,573	\$ 5,974,812	-8%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	2	3	3	3	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Base Budget Adjustments

A. One-time Funding Removal: Budget Reserve

Total Cost: (\$164,668)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: The FY21 Budget Reserve of \$209,668 as well as \$1,745 for the purchase of a computer for the Assistant Parking Manager was reduced by \$166,413 leaving \$45,000 for FY22 to be used as a cushion for emergencies.

B. One-time Funding Removal: Upfront Cost for New Employee

Total Cost: (\$1,745)

Priority: One-time Reduction

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: One-time funding in the amount of \$1,745 associated with outfitting the new parking manager was removed from the budget.

C. Indirect Charges Adjustment

Total Cost: \$26,541

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: FY22 is recognizing an increase to Indirect Cost charges in the amount of \$26,541. The charges consist of \$17,535 from Economic Development and \$156,353 from the CAP model. There is a charge out from Parking in the amount of \$23,321 that is directed to the Convention Center for time dedicated to serving the parking deck in that fund as well as a charge back to Economic Development in the amount of \$16,526. The Administrative Technician, funded by the Parking fund, also works on projects and operating activities serving the Economic Development Manager. The net Indirect charge is \$134,051.

Budget Modifications

A. Increase: Bank Fees

Total Cost: \$23,774

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Increase to banking charges for credit card processing fees in the amount of \$23,774. During the pandemic, credit card usage increased from 49% to 61% and is expected to continue.

B. Annual Increase to Lanier Parking Contract

Total Cost: \$64,805

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Annual increase in the amount of \$64,805 to the contract with Lanier Parking for services related to on-street parking management as well as the Second Street, Market Street and RiverPlace parking decks and the Second Street lot.

Performance Measures

Provide Sustainability and Adaptability		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	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	778,385	793,953	714,076	728,357
Support Efficient Transportation Systems		FY 20	FY 21	FY 21	FY 22
		Actual	Target	Actual	Target
Goal: To provide parking options that meets the customers' needs in a professional, efficient, courteous and friendly manner, 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	149,424/ 64,329	164,402 / 70,044	149,731 /67,851	164,366 / 70,761
Objective: Increase bank card usage by 5% in 2 years	Measure: Percent of sales –				
	- Parking decks	48%	49%	79%	50%
	- Parking lot	92%	92%	99%	96%
	- On-street	54%	53%	67%	57%
	- Citations	70%	71%	77%	74%

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OTHER FUNDS



Other Funds

FLEET MAINTENANCE & REPLACEMENT FUND

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
CHARGES FOR SERVICE	\$ 8,027,662	\$ 6,948,050	\$ 6,948,050	\$ 7,167,269	3%
INTEREST EARNINGS	\$ 125,539	\$ 159,108	\$ 159,108	\$ -	-100%
MISCELLANEOUS	\$ 321,196	\$ 5,000	\$ 5,000	\$ 5,000	0%
RESTRICTED INTERGOV	\$ 9,016	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ 272,448	\$ 340,771	\$ 2,584,440	\$ 2,830,257	731%
REVENUE Total	\$ 8,755,861	\$ 7,452,929	\$ 9,696,598	\$ 10,002,526	34%
APPROPRIATIONS					
BENEFITS	\$ 216,851	\$ 246,647	\$ 246,647	\$ 267,156	8%
DEBT SERVICE	\$ 427,589	\$ 421,193	\$ 421,193	\$ 414,797	-2%
NON-DEPARTMENTAL	\$ 4,817	\$ 8,000	\$ 6,000	\$ 6,000	-25%
OPERATING	\$ 1,732,106	\$ 1,547,794	\$ 2,632,407	\$ 2,271,156	47%
OUTLAY	\$ 5,718,678	\$ 4,055,500	\$ 5,483,099	\$ 5,855,659	44%
PERSONNEL	\$ 655,819	\$ 673,795	\$ 673,795	\$ 687,758	2%
RESERVE FUND BALANCE	\$ -	\$ 500,000	\$ 78,645	\$ 500,000	0%
TRANSFER TO	\$ -	\$ -	\$ 154,812	\$ -	-%
APPROPRIATIONS Total	\$ 8,755,861	\$ 7,452,929	\$ 9,696,598	\$ 10,002,526	34%

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
Authorized Positions	13	13	13	13	0.00

Budget Overview

The city continues to invest in the workforce by adding funding to a merit program. This budget increases the associated salary and corresponding benefits related to those initiatives. 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.

Budget Modifications

A. Cleaning: Increase Frequency

Total Cost: \$4,031

Priority: Outside the Directives

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This request is based on a continuation of implementation of the recommendations from the 2019 Janitorial Services report. This report identified that most City facilities were not being cleaned daily by qualified trained staff. This practice is inconsistent with nationally recognized minimum cleaning standards.

An increase of \$4,031 has been approved to increase the current cleaning services from two times per week to three.

B. Vehicle Diagnostics Tool

Total Cost: \$13,795

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: This equipment purchase in the amount of \$13,795 will be used to identify vehicle problems and evaluate the best course of action to repair the vehicle to a safe driving condition. The current equipment used for this activity was purchased in 2007 and is no longer supported by the vendor.

Without this new equipment, vehicles that contain codes will have to be taken to the dealership for diagnosis. This tool will provide efficiencies with staff time and the process by eliminating this step.

C. Heavy Apparatus: Fire Department

Total Cost: \$86,140

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: An increase of \$86,140 has been approved for the purchase of heavy apparatus equipment in the Fire Department bringing the total budget for FY22 to \$757,640 for the Riverlights fire truck.

D. Vehicle Upfits

Total Cost: \$350,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: A budget of \$350,000 has been approved to fund the needed vehicle and equipment upfits for the Police Department and the Stormwater with \$325,000 of this budget going to the Police Department to outfit the planned replacement vehicles.

Performance Measures

Provide Sustainability and Adaptability		FY 20 Actual	FY 21 Target	FY 21 Actual	FY 22 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	93%	95%	93%	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	55%	65%	66%	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	81%	87%	82%	87%
Objective: Maintain 80% ratio of hours billed to billable hours	Measure: Percent of hours billed in relation to total annual billable hours	90%	80%	85%	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

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
PROPERTY TAX	\$ 14,786,936	\$ 14,992,449	\$ 14,992,449	\$ 15,292,900	2%
OPERATING TRANSFR IN	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	\$ 9,334,832	0%
GENERAL OBLIG BONDS	\$ -	\$ -	\$ 4,657,030	\$ -	-%
INSTALLMENT FINANCNG	\$ 14,097,362	\$ -	\$ 11,740,000	\$ -	-%
INTEREST EARNINGS	\$ 335,179	\$ 130,147	\$ 130,147	\$ 37,153	-71%
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 125,000	-%
RESTRICTED INTERGOV	\$ 289,352	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ 2,662,041	\$ 2,958,041	\$ 3,187,787	20%
REVENUE Total	\$ 38,843,661	\$ 27,119,469	\$ 43,812,499	\$ 27,977,672	3%
APPROPRIATIONS					
DEBT SERVICE	\$ 28,033,318	\$ 18,592,173	\$ 34,989,203	\$ 20,565,354	11%
NON-DEPARTMENTAL	\$ 134,795	\$ 152,112	\$ 152,112	\$ 176,651	16%
TRANSFER TO	\$ 5,105,327	\$ 8,168,334	\$ 8,464,334	\$ 7,018,395	-14%
ALLOCATED COSTS	\$ 161,506	\$ 206,850	\$ 206,850	\$ 217,272	5%
APPROPRIATIONS Total	\$ 33,434,947	\$ 27,119,469	\$ 43,812,499	\$ 27,977,672	3%

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 2016. The higher bond rating results in lower interest costs on long-term debt. The credit rating agencies base their ratings on several 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 appropriate approximately \$28 million to cover current and future debt obligations associated with the Capital Improvement Program in FY22. The expenditures also reflect transfers of 20% of the FY22 project totals resultant from the implementation of the 80/20 capital plan. This plan provides for a dedicated \$0.0713 cents on the City's ad valorem rate to provide for an 80% financed, 20% pay-as-you-go plan for the city's adopted Capital Improvement Program.

In FY13, a five-year plan was adopted that established a 5 cents property tax that was set aside to fund the 80% debt service and 20% pay-go (80/20 Plan) for \$41.1 million of projects in the CIP.

July 1, 2015, the Debt Service Fund included a dedicated \$0.02 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 FY16, the voters approved a \$30.465 million General Obligation Bond Referendum for parks and recreation projects. In FY17, City Council authorized a \$25.8 million installment purchase contract with PNC Bank, National Association for the construction of the parking deck component of the Water Street parking deck redevelopment project.

In FY18, the 2nd 80/20 Plan was approved to fund \$57.6 million of projects over a six-year period. Also, in FY18 there was a property tax revaluation that reduced the existing dedicated tax rates to revenue neutral for the 1st 80/20 Plan and the Streets and Sidewalks Bond to 4.68 cents and 1.87 cents, respectively. An increase to the City's property tax rate of \$0.0292 was effective with the adoption of the FY18 budget with 1.8 cents for the Parks and Recreation Bonds, 0.94 cents for the Water Street parking deck redevelopment and 0.18 cents for the 2nd 80/20 Plan and made up a dedicated rate of \$0.0947cents.

FY21 revised budget increased due to the following reasons:

- The city issued the 2021C Refunding GO Bonds (\$3,770,000 bonds and \$887,030 premium) to refund the 2011A & C GO Bonds (\$4,629,133 payment to redeem bonds and \$27,897 cost of issuance), causing an increase in the FY21 Budget for GO Bonds in the amount of \$4,657,030.
- The city issued the 2021B Refunding LOBs (\$11,740,000 bonds) to refund the 2012 LOBs (\$11,539,231 payments to redeem bonds and \$200,769 cost of issuance), causing an increase of \$11,740,000 for Installment Financings.
- The increase for Appropriated Fund Balance (\$296,000) was for City Council approved transfers to two parks projects, Sport Complex 3CRPK1863 \$250,000 and Bijou Park 3CRPK1810, \$46,000.

In the *FY22 Adopted Budget* a tax revaluation occurred as expected for the four-year cycle New Hanover County employs. The revaluation adjusted the existing dedicated tax rate to revenue neutral for the 1st CIP (from 4.68 to 3.52 cents), the 2nd CIP (from 0.18 to 0.14 cents), the Streets and Sidewalk Bond (from 1.87 to 1.41 cents), the Parks and Recreation Bond (from 1.81 to 1.36 cents) and the Water Street Parking Deck Redevelopment (from 0.93 to 0.70 cents), resulting in a dedicated tax rate of \$0.0713.

TECHNOLOGY REPLACEMENT FUND

This internal service fund provides for the scheduled replacement and support of IT related hardware and enterprise related software in order to fully realize the benefits of improving technology and assures that the organization's workforce has reliable tools available to maximize productivity and efficiency. The fund also provides for cloud computing services and enterprise telephony.

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
COMPUTER REPLACEMENT	\$ 709,493	\$ 730,388	\$ 730,388	\$ 753,701	3%
TRANSFER IN FROM GENERAL FUND	\$ 408,410	\$ 673,194	\$ 673,194	\$ 448,349	-33%
FEMA REIMBURSEMENT	\$ 5,866	\$ -	\$ -	\$ -	-%
MISCELLANEOUS	\$ 3,667	\$ -	\$ -	\$ -	-%
INTEREST EARNINGS	\$ 2,003	\$ -	\$ -	\$ -	-%
APPROPR FUND BALANCE	\$ -	\$ -	\$ -	\$ 250,000	-%
REVENUE Total	\$ 1,129,439	\$ 1,403,582	\$ 1,403,582	\$ 1,452,050	3%
APPROPRIATIONS					
OPERATING	\$ 1,011,963	\$ 1,351,113	\$ 1,301,113	\$ 1,399,581	4%
OUTLAY	\$ -	\$ -	\$ 50,000	\$ -	-%
RESERVE	\$ -	\$ 52,469	\$ 52,469	\$ 52,469	0%
APPROPRIATIONS Total	\$ 1,011,963	\$ 1,403,582	\$ 1,403,582	\$ 1,452,050	3%

Budget Overview

The *FY22 Adopted Budget* reflects a 3% increase from FY21 to FY22. The IT Department's Technology Fund's FY22 budget incorporates a change in how IT replaces and manages computer equipment. IT is pursuing the 'PC as a Service' program to improve upon current practices of computer replacement to include accelerating replacement from five to four years, reducing city inventory and transitioning to a leased service. City departments will continue to budget for replacements annually.

Additionally, in the IT Technology Fund, an expansion of Wi-Fi is planned throughout the city at various city access points. City staff have coordinated with other partners, to include New Hanover County and NHC Schools, to organize and facilitate this wide-spread IT infrastructure plan. The City's telephone system is considered a legacy system, tied into Microsoft Skype. As Skype will no longer be supported in the coming years, IT staff will work with outside consultants to determine the appropriate and best way to convert the city's internal telephone system to the Microsoft TEAMS program.

IT infrastructure needs are continuous as contracts increase and demand for IT tools and technology increases.

Budget Modifications

A. PC as a Service (PCaaS)

Total Cost: (\$146,572)

Priority: Strategic Plan:

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Transitioning from purchasing and deploying staff computers to the PC as a Service (PCaaS) concept accelerates replacement from five years to four years, ensure staff have computers when replacement time is reached and reduces city inventory, as inventory will be leased from Dell Computers. First year savings is \$146,572.

B. Expand: City's Wi-fi Access & Capabilities

Total Cost: \$23,040

Priority: Rise Together Initiative

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$23,040 allows IT to cover the annual needs required to expand internet availability throughout the city with access points in recreation centers, the Wellington Engineering office and Police HQ. The access points will have a signal strong enough for citizens to access from the parking lots at recreation center and Police HQ locations.

C. Migrate Telephone Systems - Skype to Teams

Total Cost: \$172,000

Priority: Continuation of Core Services

Positions: Full Time Equivalent: 0.00 Part-Time: 0.00

Description: Funding in the amount of \$172,000 will allow IT to contract with a third party and add licensing to transition staff phones from Microsoft Skype to TEAMS. Funding of \$108,000 is housed in the IT General Fund to account for the one-time implementation. The total cost for this transition is \$280,000 in FY22.

CONVENTION CENTER OPERATIONS FUND

This operating fund was established in FY 2007-08 to set aside resources to meet operating expenditures associated with the construction and operation of the Convention Center.

BUDGET SUMMARY

Convention Center	FY20 Actuals	FY21 Adopted	FY22 Adopted	Change FY21 to FY22
Room Occupancy Tax	\$ 3,811,622	\$ 3,335,779	\$ 2,982,256	-11%
Convention Center Revenue	\$ 3,534,689	\$ 4,607,399	\$ 2,188,092	-53%
Convention Center Parking Deck	\$ 579,590	\$ 684,281	\$ 473,777	-31%
Interest Earnings	\$ 77,787	\$ 43,432	\$ -	-100%
Miscellaneous	\$ -	\$ -	\$ -	0%
Intergovernmental Revenue	\$ 977,610	\$ -	\$ 977,611	0%
Convention Ctr Funding Total	\$ 8,981,298	\$ 8,670,891	\$ 6,621,736	-24%
Convention Center Operating	\$ 5,368,906	\$ 5,571,849	\$ 4,006,319	-28%
Debt Service	\$ 505,000	\$ 1,897,625	\$ 1,876,625	-1%
Parking Deck Operating	\$ 623,128	\$ 582,745	\$ 788,618	35%
Parking Deck Debt Service	\$ -	\$ 525,000	\$ 547,200	4%
Interest and Fees	\$ 1,914,975	\$ -	\$ -	-%
Allocated Cost	\$ 69,764	\$ 93,672	\$ 80,632	-14%
Budget Reserve	\$ -	\$ -	\$ (677,658)	-%
Transfer to General Fund	\$ -	\$ -	\$ -	-%
Convention Ctr ExpTotal	\$ 8,481,774	\$ 8,670,891	\$ 6,621,736	-24%

Budget Overview

The *FY22 Adopted Budget* for the Convention Center Operations Fund reflects a decrease of 24% over FY21 adopted budget. The FY22 budget contributes to the Convention Center project, which is cumulative in nature. A decrease in budgeted revenue is shown in the Room Occupancy Tax (ROT) estimates as well as direct revenue associated with convention center bookings, food and beverage sales and overall billable services. Revenue estimates associated with the parking deck have decreased approximately 31% and are based on trends.

A new Full Cost Allocation Plan was generated by an outside consultant in FY20 and continues in FY22 that resulted in indirect charges to be made to the Convention Center in the amount of \$80,632. These charges are in direct relation to professional services performed in both the Finance and Budget Departments within the City of Wilmington. In addition to the services performed by Finance and Budget, the

Convention Center is also seeing a charge of \$17,535 for time and services provided by the Assistant to the City Manager for Economic Development. This charge is reflective of 15% of the staff's time that is dedicated to working with the Convention Center. The third indirect charge is for both the Parking Manager and the Parking Administrative Assistant's time that is dedicated to working on behalf of the Convention Center. The total charge for the parking staff comes to \$23,321 and is reflective of 15% each of the staff time.

The CVB, housed within other professional services shows a decrease of \$172,410 in FY22. The CVB is working with an outside consultant to develop a post-pandemic strategic marketing plan to guide efforts in the convention marketing sector. The assessment is underway, to be complete in May 2021.

In FY20, a transfer to the City of Wilmington General Fund in the amount of \$250,000 was started and the intention was to continue that each year until 2027. It was the first year that the Convention Center began repayment to the General Fund for the original purchase of the land on which the Convention Center is located. In the FY21 Adopted Budget and the FY22 Adopted Budget, the transfer was removed due to the uncertainty around economic conditions and the global pandemic and what impacts that will have on room occupancy tax and the financial strength of the Convention Center model.

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.

BUDGET SUMMARY

Special Purpose Fund	FY21 Adopted	FY22 Adopted	Change FY21 to FY22
Fire Hazmat			
Operating	\$ 69,000	\$ 69,000	0%
Total	\$ 69,000	\$ 69,000	0%
Red Light Cameras			
Operating	\$ 1,420,803	\$ 1,428,886	1%
Total	\$ 1,420,803	\$ 1,428,886	1%
SABLE			
Personnel	\$ 156,453	\$ 161,704	3%
Benefits	\$ 49,612	\$ 140,169	183%
Operating	\$ 133,752	\$ 74,902	-44%
Total	\$ 339,817	\$ 376,775	11%
Metropolitan Planning			
WMPO			
Personnel	\$ 684,167	\$ 781,180	14%
Benefits	\$ 232,100	\$ 264,610	14%
Operating	\$ 289,083	\$ 476,903	65%
Total	\$ 1,205,350	\$ 1,522,693	26%
WMPO Bike Ped Committee			
Operating	\$ 3,251	\$ -	-%
Total	\$ 3,251	\$ -	-%
Metropolitan Planning Total	\$ 1,208,601	\$ 1,522,693	26%
Special Purpose Fund Total	\$ 3,038,221	\$ 3,397,354	12%

Budget Overview

The Fire Department's regional hazmat response program will continue to be captured in a project in the Special Purpose fund. The department receives funding from the NC Department of Public Safety to respond to regional hazmat issues as well as for specialized training opportunities.

The budget for the continued operation of the Red-Light Cameras project, also known as 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 FY21 was \$1,420,803 and the adopted for FY22 is \$1,428,886 an increase of 1%.

The budget for SABLE is also included in the Special Purpose Fund, however, is presented under Public Safety with the Police Department budget.

The budget for the Metropolitan Planning Administration, or WMPO, is included in the Special Purpose Fund, however, is presented under Community Development section. The Transit Demand Management (TDM) program budget is to be incorporated into the WMPO budget in FY22 with a change in revenue from NCDOT, as well as a reduction in the program cost from \$123,600 to \$100,000.

MUNICIPAL SERVICE DISTRICT

BUDGET SUMMARY

	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted	Change FY21 to FY22
REVENUE					
PROPERTY TAX	\$ 381,680	\$ 432,655	\$ 432,655	\$ 453,619	5%
SALES TAX	\$ 156,749	\$ 52,500	\$ 52,500	\$ 163,936	212%
INTEREST EARNINGS	\$ 3,942	\$ 3,998	\$ 3,998	\$ 600	-85%
APPROPR FUND BALANCE	\$ -	\$ 100,000	\$ 144,300	\$ -	-100%
REVENUE Total	\$ 542,372	\$ 589,153	\$ 633,453	\$ 618,155	5%
APPROPRIATIONS					
OPERATING	\$ 383,968	\$ 544,692	\$ 588,992	\$ 565,692	4%
NON-DEPARTMENTAL	\$ 3,796	\$ 3,670	\$ 4,670	\$ 3,785	3%
RESERVE	\$ -	\$ 40,791	\$ 39,791	\$ 48,678	19%
APPROPRIATIONS Total	\$ 387,763	\$ 589,153	\$ 633,453	\$ 618,155	5%

Budget Overview

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. The FY22 budget reflects a real property reappraisal year. The County reassessed all properties this past year and provided a valuation of \$836,700,000 for the MSD. This valuation represents a 34.2% increase (N=\$213,130,000) in assessed values from FY21. The FY22 revenue-neutral tax rate for the Municipal District is 5.22 cents per \$100 assessed value. Adding the allowed growth adjustment of 4.9% brings the new MSD tax rate to 5.47 cents per \$100 assessed value. This is 1.53 cents less than the FY21 property tax rate of 7 cents per \$100 assessed value. The value of one cent equates to \$82,929 after being adjusted for the collection rates of roughly 99.5%.

On May 21, 2021, the MSD Advisory Committee endorsed the *FY22 Recommended Budget* with a sustained focus on improving the Ambassador program through the public safety program and the continuation of the cleaning, physical appearance, repainting fire hydrants and marketing service programs.

Total expected FY22 revenues equal \$618,155 of which \$453,691 is Ad Valorem revenues. The FY22 budget for the service contract budget totals \$562,692 and is \$18,000 or 33% higher than the FY21 Adopted service contract funding due to growth in both property and sales tax. The fund continues to budget a reserve for unforeseen needs and includes fees to New Hanover County for revenue collections. It should be noted that the MSD funds can be spent on improvements to the district area for things above and beyond what is provided by the city. The funding generated by the service district is not guaranteed funding to any service contract manager and can be used by the city to provide said services if deemed appropriate.

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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 regarding 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 to six 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.

2nd CIP: 80/20 CAPITAL DEBT PLAN

The FY18-FY23 CIP reflects a financing strategy implemented in FY18 that provides a dedicated \$0.0018 of the property tax rate which funds eighty percent (80%) of debt service and 20% pay-go funding for maintenance and new infrastructure needs –80/20 Capital Debt Plan. The projects represented in the plan are consistent with City Council goals and objectives and within a framework of identified priorities.

In order to put this plan into place, the Wilmington City Council adopted a tax rate of \$0.0018 cents over revenue neutral in the 2017 revaluation year for the FY18 budget. 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 the recommended projects as well as the funding plan will be determined in the years of actual appropriation.

Operating Estimates

Operating estimates are shown for active projects in the CIP project areas and represent years FY23 through FY25. The estimates are collected through the CIP oversight committee via multi-departmental coordination. Project Managers are tasked with compiling future impacts of capital projects once built. The estimates are a way for project managers to communicate with city leadership on the operational needs and impacts in upcoming years. Once a project is complete, the operating impacts are either absorbed or requested as an enhancement in departmental operating budgets. It should be noted, this process is being reviewed and updated as process improvements are identified.

CAPITAL IMPROVEMENT PROGRAM SUMMARY

The Capital Improvement Program includes the City's 2nd CIP that began in FY18 and continues through FY23. Project costs, descriptions, and funding plans are presented in five (5) programmatic categories which include Streets and Sidewalks, Parks and Recreation, Public Facilities- Buildings, Public Facilities-Parking and Storm Water. The funding tables display fiscal years FY22 and FY23, the remainder of the plan.

The **Streets and Sidewalks** program addresses major thoroughfare needs, street maintenance and rehabilitation, sidewalk construction and repair at a projected cost of \$26,720,434 over the next two years.

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 projected cost of \$3,715,283 over the next two years.

The **Buildings** program consists of funding for various public improvements at a projected cost of \$8,539,798 over the next two years.

The **Parking** program consists of funding for various public improvements in the capital parking fund at a projected cost of \$102,000 over the next two years.

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 \$6,032,000 over the next two years.

Capital Improvement Cost Summary by Program

Fund Totals	FY22	FY23	Total FY22-FY23
Streets and Sidewalks	\$ 16,584,899	\$ 10,135,535	\$ 26,720,434
Parks and Recreation	\$ 2,815,283	\$ 900,000	\$ 3,715,283
Buildings	\$ 7,444,233	\$ 1,095,565	\$ 8,539,798
Parking	\$ 51,000	\$ 51,000	\$ 102,000
Stormwater	\$ 2,975,000	\$ 3,057,000	\$ 6,032,000
Grand Total	\$ 29,870,415	\$ 15,239,100	\$ 45,109,515

Revenue Totals	FY22	FY23	Total FY22-FY23
Debt Service Fund - 2nd 80/20 Plan	\$ 2,760,256	\$ 2,355,456	\$ 5,115,712
Installment Financing - 2nd 80/20 Plan	\$ 11,041,023	\$ 9,421,824	\$ 20,462,847
Debt Service Fund 80/20 Capacity	\$ 1,126,940	\$ -	\$ 1,126,940
Installment Financing 80/20 Capacity	\$ 4,507,760	\$ -	\$ 4,507,760
Transportation Bond Future PayGo	\$ (1,000,000)	\$ -	\$ (1,000,000)
Transportation Bond PayGo	\$ 1,000,000	\$ -	\$ 1,000,000
Parks Bond Future Pay Go	\$ (204,960)	\$ -	\$ (204,960)
Parks Bond PayGo	\$ 204,960	\$ -	\$ 204,960
Interest Earnings	\$ 8,572	\$ -	\$ 8,572
Rental Income	\$ 8,424	\$ -	\$ 8,424
Stormwater Fund	\$ 2,975,000	\$ 3,057,000	\$ 6,032,000
Parking Fund	\$ 51,000	\$ 51,000	\$ 102,000
Transfer from General Fund	\$ 7,391,440	\$ 353,820	\$ 7,745,260
Revenue Totals	\$ 29,870,415	\$ 15,239,100	\$ 45,109,515

STREETS AND SIDEWALKS FUND

Streets and Sidewalks				
Project Code	Project Name	FY22	FY23	Total FY22-FY23
2nd CIP FY22 Adopted				
2TRBR1720	Bridge Repair	\$ 24,035	\$ 271,357	\$ 295,392
2TRSR1710	Streets Rehabilitation*	\$ 8,355,543	\$ 5,260,542	\$ 13,616,085
2TRSR1810	Brick Street Rehabilitation	\$ 500,000	\$ 1,500,000	\$ 2,000,000
2TRST1310	Coordinated Improvements w/CFPUA	\$ 1,000,000	\$ 1,500,000	\$ 2,500,000
2TRST2110	Downtown Alley Improvements	\$ 152,000	\$ -	\$ 152,000
2TRSW1710	Sidewalk Rehab/Repairs	\$ 1,000,000	\$ 1,000,000	\$ 2,000,000
2TRSW1720	Pedestrian/Bike Improvements	\$ 500,000	\$ 200,000	\$ 700,000
2TRST2210	Market Street Access Management Improver	\$ 1,550,400	\$ -	\$ 1,550,400
TBD	Riverwalk South Handrails	\$ -	\$ 403,636	\$ 403,636
Identified Need				
2TRRR2210	Rail Realignment	\$ 3,500,000	\$ -	\$ 3,500,000
*Street Rehabilitation project also contains \$3.5M of Identified Need funding				
Interest Earnings				
2TRCP2001	Water St Improvements-CP-Phase 2	\$ 2,921	\$ -	\$ 2,921
Total Expenditure Streets and Sidewalks		\$ 16,584,899	\$ 10,135,535	\$ 26,720,434
Revenue Type FY22 Recommended				
	Debt Service Fund - 2nd 80/20 Plan	\$ 1,189,544	\$ 713,711	\$ 1,903,255
	Installment Financing - 2nd 80/20 Plan	\$ 8,392,434	\$ 9,421,824	\$ 17,814,258
	Transportation Bond Future PayGo	\$ (1,000,000)	\$ -	\$ (1,000,000)
	Transportation Bond PayGo	\$ 1,000,000	\$ -	\$ 1,000,000
	Interest Earnings	\$ 2,921	\$ -	\$ 2,921
	Transfer from General Fund	\$ 7,000,000	\$ -	\$ 7,000,000
Total Revenue Streets and Sidewalks		\$ 16,584,899	\$ 10,135,535	\$ 26,720,434

Streets and Sidewalks continued				
Operating Estimates FY23 through FY25				
Project Name	FY23 Operating Impacts	FY24 Operating Impacts	FY25 Operating Impacts	Total FY23-FY25 Operating Impacts
Streets and Sidewalks Operating Estimates				
23rd Street Connector (Near Scientific Drive)	\$ -	\$ -	\$ -	\$ -
Brick Street Rehabilitation	\$ -	\$ -	\$ -	\$ -
Bridge Repair	\$ -	\$ -	\$ -	\$ -
Coordinated Improvements w/CFPUA	\$ -	\$ -	\$ -	\$ -
Downtown Alley Improvements	\$ -	\$ -	\$ -	\$ -
Eastwood Rd Access Mgmt. - Phase 2	\$ -	\$ -	\$ -	\$ -
Independence Blvd Screen Wall Repair	\$ -	\$ 2,000	\$ -	\$ 2,000
Interchange Upgrade (Kerr & MLK)	\$ -	\$ -	\$ -	\$ -
Kerr Avenue Bicycle Facilities	\$ -	\$ -	\$ -	\$ -
Market St LED upgrade	\$ -	\$ -	\$ -	\$ -
Market Street Access Management Improvements	\$ -	\$ -	\$ -	\$ -
Masonboro Loop Multi-Purpose Trail	\$ 1,500	\$ 1,545	\$ 1,591	\$ 4,636
Pedestrian/Bike Improvements	\$ -	\$ -	\$ -	\$ -
Red Cross Streetscape - Front to Second	\$ -	\$ -	\$ -	\$ -
Riverfront Assessment Update	\$ -	\$ -	\$ -	\$ -
Riverfront Stabilization	\$ -	\$ -	\$ -	\$ -
Riverwalk South Handrails	\$ -	\$ -	\$ -	\$ -
Riverwalk: Red Cross Riverwalk Access (ALOFT Hotel)	\$ -	\$ -	\$ -	\$ -
Sidewalk Rehab/Repairs	\$ -	\$ -	\$ -	\$ -
Streets Rehabilitation	\$ -	\$ -	\$ -	\$ -
Eastwood Road and Military Cutoff Road Interchange	\$ -	\$ -	\$ -	\$ -
Water Street Phase 2	\$ 13,570	\$ 13,977	\$ 14,396	\$ 41,944
Wayfinding Signage	\$ -	\$ -	\$ -	\$ -
WTA Grant Match (Buses, Shelters, Benches)	\$ -	\$ -	\$ -	\$ -
Streets and Sidewalks Operating Estimates subtotal	\$ 15,070	\$ 17,522	\$ 15,988	\$ 48,580

Streets and Sidewalks Operating Impacts Continued

Transportation Bond Operating Estimates

16th Street / Dawson Crosswalk	\$ 600	\$ 618	\$ 637	\$ 1,855
17th / Greenfield / Wooster Sidewalk	\$ 2,500	\$ 2,575	\$ 2,652	\$ 7,727
17th Street / Dawson Crosswalk	\$ 600	\$ 618	\$ 637	\$ 1,855
8th Street / Dawson Crosswalk	\$ 600	\$ 618	\$ 637	\$ 1,855
8th Street / Wooster Crosswalk	\$ 600	\$ 618	\$ 637	\$ 1,855
Carolina Beach Rd Streetscape	\$ -	\$ 110,950	\$ 114,279	\$ 225,229
College / Wilshire Crosswalk	\$ -	\$ -	\$ -	\$ -
Dawson/Wooster Street Improvement	\$ -	\$ 19,200	\$ 19,776	\$ 38,976
Delaney / Wellington / Glen Meade Sidewalk	\$ -	\$ -	\$ -	\$ -
Eastwood Rd Access Mgmt. - Phase 2	\$ -	\$ -	\$ -	\$ -
Greenville Loop trail / College / Park Avenue Green	\$ 1,900	\$ 1,957	\$ 2,016	\$ 5,873
Hurst Drive Extension	\$ -	\$ -	\$ -	\$ -
Kerr Ave trail / Randall Pky / College Greenways	\$ 625	\$ 644	\$ 663	\$ 1,932
MacMillan / Pine Grove Intersection Improvement	\$ -	\$ -	\$ -	\$ -
Masonboro Loop Multi-Purpose Trail	\$ 1,500	\$ 1,545	\$ 1,591	\$ 4,636
N. Front Street Streetscape	\$ 9,508	\$ 9,793	\$ 10,087	\$ 29,388
Oleander / Hawthorne to 42nd Sidewalk	\$ 1,200	\$ 1,236	\$ 1,273	\$ 3,709
Oleander / Pine Grove Realignment	\$ -	\$ 18,525	\$ 19,081	\$ 37,606
Oleander / Wooster / Mimosa Sidewalk	\$ 600	\$ 618	\$ 637	\$ 1,855
Pine Grove / Greenville Loop Roundabout	\$ -	\$ 2,680	\$ 2,760	\$ 5,440
Pine Grove / Holly Tree Intersection Improvements	\$ -	\$ 6,740	\$ 6,942	\$ 13,682
Public Transportation	\$ -	\$ -	\$ -	\$ -
Racine / New Centre Turn Lane	\$ 800	\$ 824	\$ 849	\$ 2,473
Wrightsville / 44th / Independence Sidewalk	\$ 600	\$ 618	\$ 637	\$ 1,855
Wrightsville / Castle / Independence Sidewalk	\$ -	\$ -	\$ -	\$ -
Wrightsville / College / Hawthorne Sidewalk	\$ 400	\$ 412	\$ 424	\$ 1,236
Wrightsville / Wallace Roundabout	\$ 1,150	\$ 1,185	\$ 1,220	\$ 3,555
Transportation Bond Operating Estimates subtotal	\$ 23,183	\$ 181,973	\$ 187,433	\$ 392,589
Total Streets and Sidewalks Operating Estimates	\$ 38,253	\$ 199,496	\$ 203,420	\$ 441,169

ADOPTED BUDGET CIP

Market Street Access Management

DEPARTMENT **PLANNING, DEVELOPMENT AND TRANSPORTATION**

DIVISION **TRANSPORTATION PLANNING**

PROJECT LOCATION Market Street

PROJECT DESCRIPTION

NCDOT's Market Street Access Management project includes improvements along Market Street from Porters Neck Road to Colonial Drive. The City is contributing funds for bicycle & pedestrian and aesthetic enhancements for the portion of the project within the City limits from Gordon Road to Colonial Drive.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	2TRST2210
FY22 APPROPRIATION	\$1,550,400
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

NCDOT has identified funding in the Draft STIP for FY2015-2025. The funding the City is responsible for would be the betterments associated with bicycle and pedestrian and aesthetics upgrades associated with this project.



ADOPTED BUDGET CIP

Pedestrian/Bike Improvements

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STREETS**

PROJECT LOCATION City Wide

PROJECT DESCRIPTION

The Pedestrian and Bicycle Improvement project provides a dedicated source of funds for pedestrian and bicycle initiatives in the City of Wilmington through review and implementation by a cross-departmental committee of City staff. The committee that oversees the use of the funds distributes them towards projects through a transparent and equitable formula that prioritizes projects based on recommendations in adopted plans, contributions by outside agencies, proximity to pedestrian/bicycle trip generators, and other criteria. The committee was formed in response to the high demand for bike paths and sidewalks as determined by the Citizens Survey and in several adopted City plans to include the Walk Wilmington Comprehensive Pedestrian Plan, Wilmington/New Hanover Comprehensive Greenway Plan, Cape Fear Transportation 2040, Parks and Rec Open Space Plan, and throughout the City of Wilmington Comprehensive Plan development.

BENEFIT TO THE CITY

The project is driven by the high demand for bike paths and sidewalks as determined by the Citizens Survey and the identified need for bicycle and pedestrian facilities as determined in the Walk Wilmington Pedestrian Planning Study, Cape Fear Transportation 2040, and Parks and Rec Open Space Plan. Citizens have been very vocal for alternate means of transportation through Greenway projects.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	2TRSW1720
FY22 APPROPRIATION	\$500,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0



ADOPTED BUDGET CIP

Sidewalk Rehab/Repairs

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STREETS**

PROJECT LOCATION City Wide

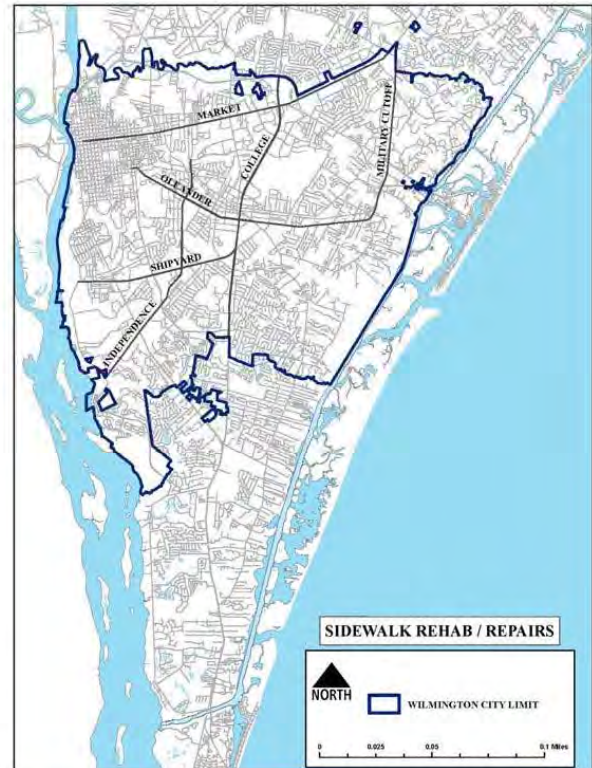
PROJECT DESCRIPTION

The Sidewalk Rehab / Repairs 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 scope includes repair and mitigation of hazardous and non-compliant sidewalks and ramps within the City sidewalk network and ADA ramp inventory. The project also addresses citizen complaints regarding missing ramps and tripping hazards.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	2TRSW1710
FY22 APPROPRIATION	\$1,000,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

This important project is aimed at improving pedestrian access, safety, and mobility throughout the City's pedestrian network.



ADOPTED BUDGET CIP

Downtown Alley Improvements

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STREETS**

PROJECT LOCATION Downtown Wilmington

PROJECT DESCRIPTION

This project provides funding to improve downtown alleys for pedestrians and services to restaurants. The project revitalizes prior efforts to convert alleys into usable space for a variety of activities.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	2TRST2110
FY22 APPROPRIATION	\$152,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Improvements to the alleys will enhance the types of activities and quality of downtown Wilmington making it a more positive place to live, work, and play.



ADOPTED BUDGET CIP

Coordinated Improvements w/ CFPUA

DEPARTMENT **PUBLIC SERVICES**
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 Streetscaping; Water Street Streetscaping; Riverfront Park Improvements; and Third Street Streetscaping. The project provides the necessary flexibility to respond to interagency coordination needs, such as the final section of the Water Street Streetscaping project (Market Street to Princess Street) and the next section of the Front Street Streetscaping project (Chestnut Street to Walnut Street).

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	DESIGN
PROJECT NUMBER	2TRST1310
FY22 APPROPRIATION	\$1,000,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

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 coordination avoids the demolition and replacement of recently-constructed infrastructure.



ADOPTED BUDGET CIP

Brick Street Rehabilitation

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STREETS**

PROJECT LOCATION City Wide

PROJECT DESCRIPTION

The Brick Street 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 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 made many years ago that were patched using asphalt. Additionally, many brick streets were paved over in previous years due to budget constraints dictated by the cost differential between asphalt overlays versus brick street restoration.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	2TRSR1810
FY22 APPROPRIATION	\$500,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Brick streets are an important component of the City's historical character and enhance the unique character of the neighborhoods encompassed by the brick streets network.



ADOPTED BUDGET CIP

Streets Rehabilitation

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STREETS**

PROJECT LOCATION City Wide

PROJECT DESCRIPTION

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 projects include contracted rehabilitation and resurfacing of streets within the city streets network. Project scopes of work 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.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	2TRSR1710
FY22 APPROPRIATION	\$8,355,543
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Projects are necessary to address the rapidly deteriorating condition of the streets network. Poor street conditions and poor ride quality are listed as top priorities in the citizen's survey. Pothole complaints have risen to record levels in recent years and those rising numbers are clear indicators of declining street stability and durability.



ADOPTED BUDGET CIP

Bridge Repair

DEPARTMENT

ENGINEERING

DIVISION

CAPITAL PROJECTS

PROJECT LOCATION City Wide

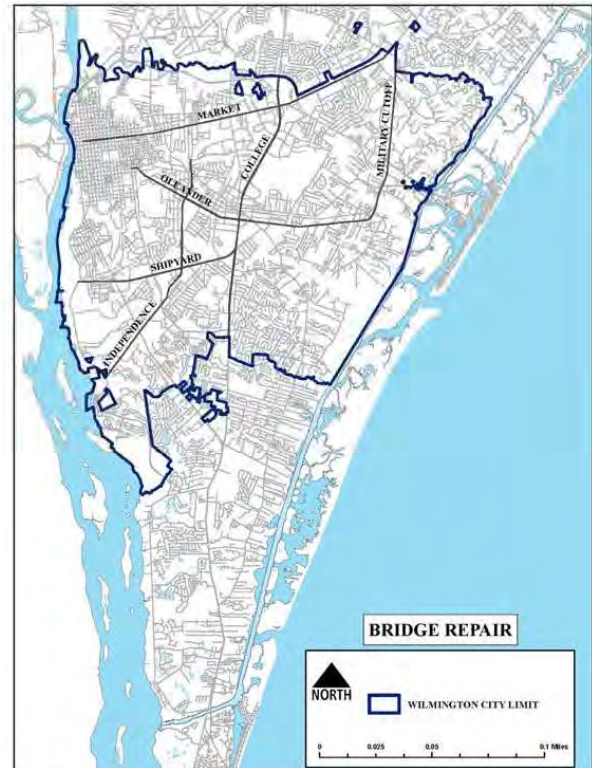
PROJECT DESCRIPTION

The Bridge Repair 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 City of Wilmington contracts with the North Carolina Department of Transportation (NCDOT) to have their consultant conduct inspections of the City's nineteen (19) bridges subject to federally mandated inspections. The inspections help to identify routine maintenance items to be completed by city crews, specialty items that need to be contracted, and periodically more extensive structural repairs on some bridges. This project provides an allowance for minor contractor repairs when identified by inspections while more extensive repairs may require additional appropriations.

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	CONSTRUCTION
PROJECT NUMBER	2TRBR1720
FY22 APPROPRIATION	\$24,035
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Federal law requires the city to inspect their bridges every two years and to perform mandatory corrective work. Identifying the needed maintenance will help to preserve our bridge inventory for the coming years.



ADOPTED BUDGET CIP

Rail Realignment

DEPARTMENT

PLANNING, DEVELOPMENT AND TRANSPORTATION

DIVISION

TRANSPORTATION PLANNING

PROJECT LOCATION City Wide

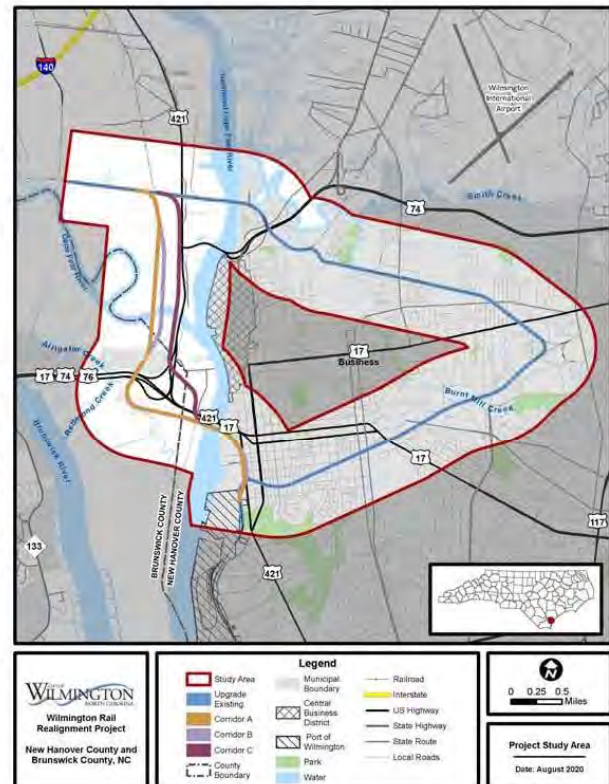
PROJECT DESCRIPTION

The Rail Realignment project presents a unique opportunity to reimagine zoning and land use for the existing railroad right-of-way and its adjacent properties, while also preserving the freight rail access that brings known economic advantages to the region. Also, the current route used for freight rail conflicts with over 30 at-grade roadway crossings throughout the Wilmington all of which would be eliminated. By mitigating both vehicular traffic congestion and noise pollution caused by train horns, the Rail Realignment project will bring about significant positive impacts to the quality of life. Finally, the Rail Realignment project offers opportunities to other planned transportation projects for significant cost savings (ex. Independence Boulevard Extension).

PROJECT CATEGORY	STREETS & SIDEWALKS
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	2TRRR2210
FY22 APPROPRIATION	\$3,500,000
FY22 PRIMARY FUNDING SOURCE	General Fund
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The Rail Realignment Project would create a replacement freight rail route from Navassa into the Port of Wilmington and would allow for the acquisition and repurposing the existing freight rail right-of-way for alternative transportation uses such as a mass transit system or a greenway for pedestrians and bicyclists. Aligning with the strategic initiatives of Wilmington and the surrounding communities, the Rail Realignment project aims bring substantial benefit to the public by providing opportunities for economic development, enhancing public safety, improving quality of life and reducing costs on planned roadway improvements.



Streets and Sidewalks 2nd CIP FY22-FY23 Capital Project Descriptions

BRIDGE REPAIR – 2TRBR1720; APPROPRIATED FY22; PROJECTED FY23

The Bridge Repair 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 City of Wilmington contracts with the North Carolina Department of Transportation (NCDOT) to have their consultant conduct inspections of the city's nineteen (19) bridges subject to federally mandated inspections. The inspections help to identify routine maintenance items to be completed by city crews, specialty items that need to be contracted, and periodically more extensive structural repairs on some bridges. This project provides an allowance for minor contractor repairs when identified by inspections while more extensive repairs may require additional appropriations.

STREETS REHABILITATION – 2TRSR1710; APPROPRIATED FY22; PROJECTED FY23

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 projects include contracted rehabilitation and resurfacing of streets within the city streets network. Project scopes of work 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.

BRICK STREET REHABILITATION – 2TRSR1810; APPROPRIATED FY22; PROJECTED FY23

The 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 made many years ago and patched using asphalt. Brick streets are an important component of the city's historical character and the unique character of the neighborhoods encompassed by the brick street network.

COORDINATED IMPROVEMENTS WITH CFPUA – 2TRST1310; APPROPRIATED FY22; PROJECTED FY23

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 interagency coordination needs, such as the Water Street Project from Princess Street to Walnut Street, which is currently under construction. By coordinating the streetscape improvements work with CFPUA projects, significant cost savings are realized. In addition, it is a commonsense approach to repair the subsurface utility infrastructure as a first step before making surface improvements avoiding the demolition and replacement of recently constructed infrastructure.

DOWNTOWN ALLEY IMPROVEMENTS – 2TRST2110; APPROPRIATED FY22

This project provides funding to improve downtown alleys for pedestrians and service to restaurants. The project revitalizes prior efforts to convert alleys into usable space for a variety of activities.

SIDEWALK REHAB/REPAIRS – 2TRSW1710; APPROPRIATED FY22; PROJECTED FY23

This 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.

PEDESTRIAN/BIKE IMPROVEMENTS – 2TRSW1720; APPROPRIATED FY22; PROJECTED FY23

The Pedestrian and Bicycle Improvement project has provided a dedicated source of funds for bicycle and pedestrian initiatives in the city through review and implementation by a cross-departmental committee of city staff. The committee that oversees the use of the funds distributes them towards projects through a transparent and equitable formula that prioritizes projects based on recommendations in adopted plans, contributions by outside agencies, proximity to pedestrian/bicycle trip generators, and other quantifiable criteria. The committee was formed in response to the high demand for bike paths and sidewalks as determined by the Citizens Survey and in several adopted city plans including the Walk Wilmington Pedestrian Planning Study, Wilmington/New Hanover Comprehensive Greenway Plan, Cape Fear Transportation 2040, Parks and Rec Open Space Plan, and throughout the City of Wilmington Comprehensive Plan development.

MARKET STREET ACCESS MGMT IMPROVEMENTS – 2TRST2210; APPROPRIATED FY22

NCDOT's project includes access management improvements along Market Street from Porters Neck Road to Colonial Drive. The city is contributing funds for aesthetic enhancements including landscaped medians for the portion of the project within the city limits from Gordon Road to Colonial Drive.

RIVERWALK SOUTH HANDRAILS – TBD; PROJECTED FY23

The existing handrails on the south end of the Riverwalk 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.

RAIL REALIGNMENT – 2TRRR2210; APPROPRIATED FY22

The purpose of the project is to stimulate growth and economic development in southeastern North Carolina by realigning the existing heavy rail corridor that currently runs through the City of Wilmington to a safer, more direct access to the Port of Wilmington. This would then allow a repurposing of the right-of-way for public use. The project can enhance capacity for the Port of Wilmington and businesses using the river and rail resulting in improved statewide logistics.

PARKS AND RECREATION FUND

Parks and Recreation				
Project Code	Project Name	FY22	FY23	Total FY22-FY23
2nd CIP FY22 Adopted				
3CRPK1715	Park Facilities Maintenance	\$ 489,632	\$ 900,000	\$ 1,389,632
Identified Needs				
3CRPK1883	MLK Center Expansion/Improvement	\$ 1,320,000	\$ -	\$ 1,320,000
3CRPK2010	Riverfront Park Phase 1A	\$ 1,000,000	\$ -	\$ 1,000,000
Interest Earnings				
3CRPK1860	North Waterfront Park Site Development	\$ 5,651	\$ -	\$ 5,651
Total Expenditure Parks and Recreation		\$ 2,815,283	\$ 900,000	\$ 3,715,283
Revenue Type FY22 Recommended				
	Debt Service Fund - 2nd 80/20 Plan	\$ 489,632	\$ 900,000	\$ 1,389,632
	Debt Service Fund 80/20 Capacity	\$ 464,000	\$ -	\$ 464,000
	Installment Financing 80/20 Capacity	\$ 1,856,000	\$ -	\$ 1,856,000
	Parks Bond Future Pay Go	\$ (204,960)	\$ -	\$ (204,960)
	Parks Bond PayGo	\$ 204,960	\$ -	\$ 204,960
	Interest Earnings	\$ 5,651	\$ -	\$ 5,651
Total Revenue Parks and Recreation		\$ 2,815,283	\$ 900,000	\$ 3,715,283

Operating Estimates FY23 through FY25				
Project Name	FY23	FY24	FY25	Total FY23-FY25
Parks and Recreation Operating Estimates				
Bijou Park Renovation	\$ -	\$ -	\$ -	\$ -
Echo Farms Park	\$ -	\$ -	\$ -	\$ -
Empie Park Improvements	\$ -	\$ -	\$ -	\$ -
Park Facilities Maintenance	\$ -	\$ -	\$ -	\$ -
Riverfront Park Phase IA	\$ 5,778	\$ 5,951	\$ 6,130	\$ 17,859
Riverfront Park Rehabilitation	\$ -	\$ -	\$ -	\$ -
Parks and Recreation Operating Estimate Total	\$ 5,778	\$ 5,951	\$ 6,130	\$ 17,859
Parks Bond Operating Estimates				
Althea Gibson Tennis Complex Resurfacing	\$ -	\$ -	\$ -	\$ -
Bradley Creek Canoe & Kayak Launch (Pecan)	\$ -	\$ -	\$ -	\$ -
Cross City Trail (Eastwood Parking)	\$ -	\$ -	\$ -	\$ -
Derick Davis Community Center Expansion	\$ -	\$ -	\$ -	\$ -
Greenfield Park Improvements	\$ -	\$ -	\$ -	\$ -
Halyburton Maintenance Building Expansion	\$ -	\$ -	\$ -	\$ -
MLK Community Center Expansion & Improvement	\$ 75,459	\$ 75,459	\$ 76,968	\$ 227,886
Northern Waterfront Park Site Development	\$ -	\$ -	\$ -	\$ -
Olsen Park Bond	\$ 65,660	\$ 70,256	\$ 70,256	\$ 206,172
Park Security Enhancements	\$ -	\$ -	\$ -	\$ -
Parking Lot Improvements	\$ -	\$ -	\$ -	\$ -
Skate Park Office Replacement	\$ -	\$ -	\$ -	\$ -
Soccer Complex	\$ 324,625	\$ 324,625	\$ 324,625	\$ 973,875
Wade Park Building Improvements	\$ -	\$ -	\$ -	\$ -
Parks Bond Operating Estimate Total	\$ 465,744	\$ 470,340	\$ 471,849	\$ 1,407,933
Total Parks and Recreation Fund Operating	\$ 471,522	\$ 476,291	\$ 477,979	\$ 1,425,792

ADOPTED BUDGET CIP

MLK Community Center Expansion & Improvements

DEPARTMENT **COMMUNITY SERVICES**
DIVISION **PARKS AND RECREATION**

PROJECT LOCATION Martin Luther King Recreation Center

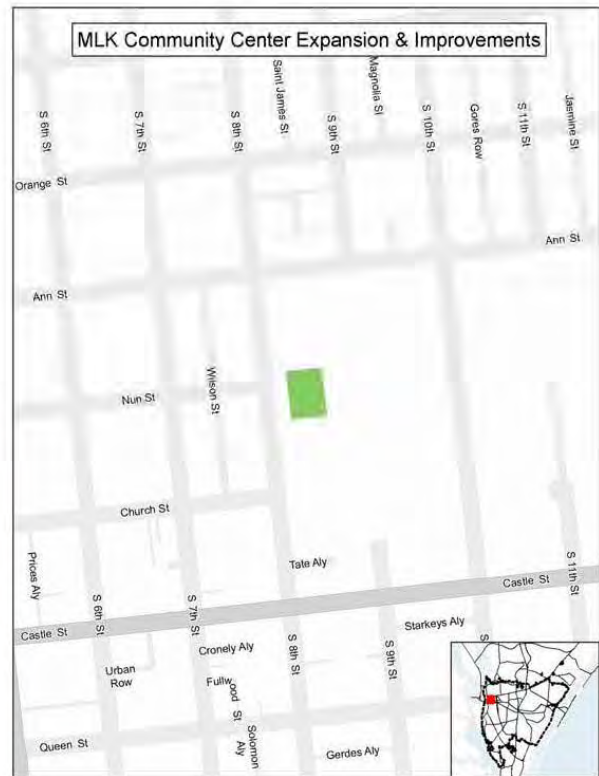
PROJECT DESCRIPTION

This project is primarily funded through the Parks Bond Program. The FY22 funding appropriation will allow expanded scope elements including a masonry and metal building with decorative elements; a high school size gym with room for bleachers; accommodations for volleyball, pickleball, and wrestling; storage; a family restroom; and solar power.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	DESIGN
PROJECT NUMBER	3CRPK1883
FY22 APPROPRIATION	\$1,320,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$277,886

BENEFIT TO THE CITY

The expanded project scope will enhance youth athletic opportunities and will also allow the facility to be used for adult leagues.



ADOPTED BUDGET CIP

Park 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	3CRPK1715
FY22 APPROPRIATION	\$489,632
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$0

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 replacement 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); and special projects (handle requested in-house assistance with projects and landscaping).



ADOPTED BUDGET CIP

Riverfront Park Phase IA

DEPARTMENT **COMMUNITY SERVICES**
 DIVISION **PARKS AND RECREATION**

PROJECT LOCATION Riverfront Park

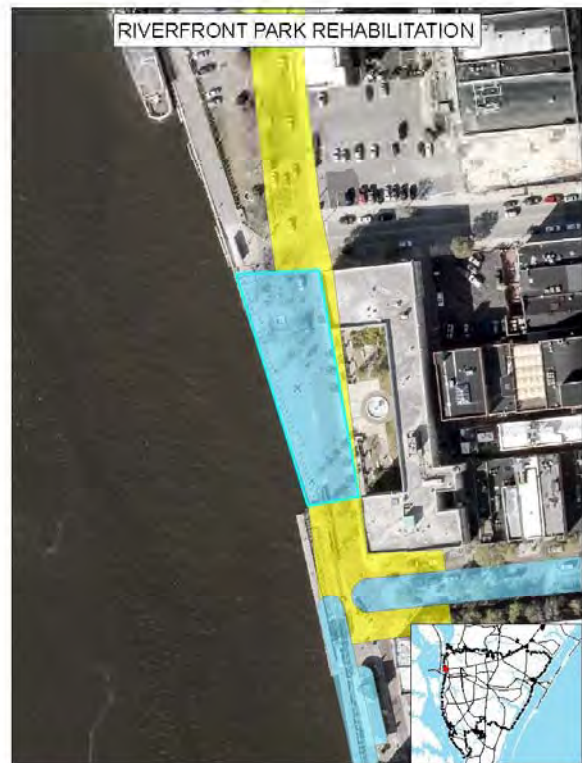
PROJECT DESCRIPTION

This project will complete the streetscape along Water Street from Princess Street to Market Street and the full construction of the planned improvements at Water Street Park, formerly know as Riverfront Park. This work has been delayed by several years pending completion of the USCG repairs to the bulkhead adjacent to the park. The additional appropriation will provide funding needed due to cost increases associated with the revised bulkhead design, mooring cleat removal, and construction cost increases due to the delay in beginning construction of the project.

PROJECT CATEGORY	PARKS & RECREATION
STATUS	DESIGN
PROJECT NUMBER	3CRPK2010
FY22 APPROPRIATION	\$1,000,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$17,859

BENEFIT TO THE CITY

This project is necessary to complete the Water Street Riverfront Park project. Completion of this important project will conclude the streetscaping of Water Street from Market Street to Red Cross Street as well as the full build out of the planned improvements at Water Street Park.



*Parks and Recreation 2nd CIP FY22-FY23 Capital Project Descriptions***PARK FACILITIES MAINTENANCE – 3CRPK1715; APPROPRIATED FY22; PROJECTED FY23**

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.

MLK CENTER EXPANSION / IMPROVEMENT – 3CRPK1883; APPROPRIATED FY22

This project is primarily funded through the Parks Bond Program. The FY22 funding will allow expanded scope elements including a masonry and metal building with decorative elements; a high school size gym with room for bleachers; accommodations for volleyball, pickleball, and wrestling; storage; a family restroom; and solar power.

RIVERFRONT PARK PHASE 1A (FY21 NAME OF PARK CHANGED TO WATER STREET PARK) – 3CRPK2010; APPROPRIATED FY22

This project will complete the streetscape work along Water Street from Princess Street to Market Street as well as the full construction of the improvements at Water Street Park, formerly known as Riverfront Park. This work has been delayed by several years pending completion of the USCG repairs to the bulkhead adjacent to the park. The additional appropriation will address funding needs due to cost increases associated with a revised bulkhead repair design, mooring cleat removal, and construction cost increases due to the delay to beginning construction of the project.

PUBLIC FACILITIES FUND

Public Facilities - Buildings				
Project Code	Project Name	FY22	FY23	Total FY22-FY23
2nd CIP FY22 Adopted				
4CRMF1710	Parks Maintenance Facility	\$ 1,314,700	\$ -	\$ 1,314,700
4GGMF1705	Building Maintenance	\$ 783,719	\$ 741,745	\$ 1,525,464
4PSMF1930	RiverLights Fire Station	\$ 5,024,000	\$ -	\$ 5,024,000
Identified Needs				
TBD	ADA Compliance	\$ -	\$ 29,100	\$ 29,100
TBD	Generator Replacement Study	\$ -	\$ 65,720	\$ 65,720
4CRMF2210	City Pool Improvements	\$ 80,000	\$ -	\$ 80,000
4GGMF2210	Facility Condition Assessments	\$ 81,390	\$ -	\$ 81,390
4GGMF2120	City Hall/ Thalian Hall	\$ 152,000	\$ 259,000	\$ 411,000
Rental Income				
4GGMF0690	Northern Warehouse Purchase	\$ 8,424	\$ -	\$ 8,424
Total Expenditures Public Facilities - Buildings		\$ 7,444,233	\$ 1,095,565	\$ 8,539,798
Revenue Type FY22 Recommended				
	Debt Service Fund - 2nd 80/20 Plan	\$ 1,081,080	\$ 741,745	\$ 1,822,825
	Installment Financing - 2nd 80/20 Plan	\$ 2,648,589	\$ -	\$ 2,648,589
	Debt Service Fund 80/20 Capacity	\$ 662,940	\$ -	\$ 662,940
	Installment Financing 80/20 Capacity	\$ 2,651,760	\$ -	\$ 2,651,760
	Rental Income	\$ 8,424	\$ -	\$ 8,424
	Transfer from General Fund	\$ 391,440	\$ 353,820	\$ 745,260
Total Revenue Public Facilities - Buildings		\$ 7,444,233	\$ 1,095,565	\$ 8,539,798

Operating Estimates FY23 through FY25				
Project Name	FY23	FY24	FY25	Total FY23-FY25
Building Maintenance	\$ -	\$ -	\$ -	\$ -
Cinema Drive	\$ -	\$ -	\$ -	\$ -
GTV Upgrade	\$ -	\$ -	\$ -	\$ -
HVAC Replacement	\$ -	\$ -	\$ -	\$ -
IT Core system replacement	\$ -	\$ -	\$ -	\$ -
Multimodal Transportation Center	\$ 37,855	\$ 38,990	\$ 40,160	\$ 117,005
Parks Maintenance Facility	\$ 8,240	\$ 8,487	\$ 8,742	\$ 25,469
RiverLights Fire Station	\$ 453,622	\$ 934,462	\$ 962,496	\$ 2,350,580
Total Public Facilities Operating Estimate	\$ 499,717	\$ 981,939	\$ 1,011,398	\$ 2,493,054

ADOPTED BUDGET CIP

Parks Maintenance Facility

DEPARTMENT **PUBLIC SERVICES**
DIVISION **PUBLIC BUILDINGS**

PROJECT LOCATION Melton Avenue

PROJECT DESCRIPTION

The existing parks maintenance facility requires replacement due to its age, compliance issues, and proposed NCDOT improvements to the Burnett Boulevard and Carolina Beach Road intersection. This project will provide for design and construction of a new maintenance facility on Melton Avenue.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	4CRMF1710
FY22 APPROPRIATION	\$1,314,700
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$25,469

BENEFIT TO THE CITY

The main administrative office building is essentially an old house that is suffering from settling and structural problems. The maintenance building for crews to gather has only one (1) unisex restroom for a staff of more than forty (40) men and women. Upgrades to existing facilities are not possible due to the fact that 100% of this property is in the floodplain and NCDOT has planned roadway improvements in the existing footprint of the facility. A new property has been acquired on Melton Avenue near the City's Operations Center.



ADOPTED BUDGET CIP

Building Maintenance

DEPARTMENT **PUBLIC SERVICES**
DIVISION **PUBLIC BUILDINGS**

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	4GGMF1705
FY22 APPROPRIATION	\$783,719
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20 and General Fund
FY23-FY25 OPERATING IMPACT	\$0

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

RiverLights Fire Station

DEPARTMENT **FIRE**
 DIVISION **FIRE SUPPORT**

PROJECT LOCATION RiverLights Community

PROJECT DESCRIPTION

This project will provide funding for a new fire station and a pumper truck near the River Lights development. Land will be provided by the development in accordance with the development agreement.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	DESIGN
PROJECT NUMBER	4PSMF1930
FY22 APPROPRIATION	\$5,024,000
FY22 PRIMARY FUNDING SOURCE	2nd CIP 80/20
FY23-FY25 OPERATING IMPACT	\$2,350,580

BENEFIT TO THE CITY

This project will allow the fire department to provide response to this newly developed area on par with all others areas of the city.



ADOPTED BUDGET CIP

City Pool Improvements

DEPARTMENT **COMMUNITY SERVICES**
DIVISION **PARKS AND RECREATION**

PROJECT LOCATION Northside Pool

PROJECT DESCRIPTION

The project will address a needed groundwater flow assessment for the Northside Pool.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	4CRMF2210
FY22 APPROPRIATION	\$80,000
FY22 PRIMARY FUNDING SOURCE	General Fund
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Performing the groundwater flow assessment at the Northside Pool will provide data needed to develop alternatives for stabilization of the existing pool.



ADOPTED BUDGET CIP

Facility Condition Assessments

DEPARTMENT **PUBLIC SERVICES**
DIVISION **PUBLIC BUILDINGS**

PROJECT LOCATION City Wide

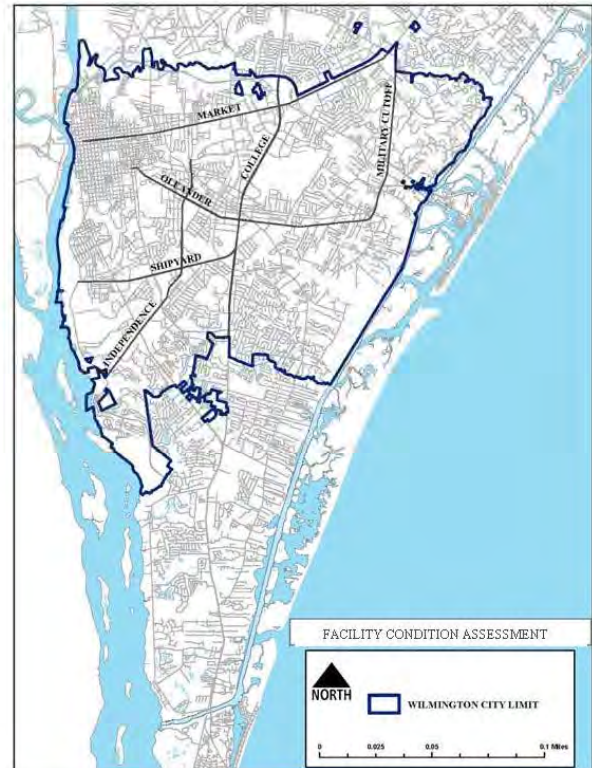
PROJECT DESCRIPTION

The project will allow the City to perform a Facility Condition Assessment (FCA) for buildings 25-50 years old under a current GSA contract. FCA's involve the thorough inspection of a property by a team consisting of architects, engineers, and skilled trade technicians. The goal is to identify routine and deferred maintenance needs, systemic deficiencies including safety, remaining useful life of major building systems, capital replacement needs, prioritized repairs, total building replacement costs, and other important analysis to allow staff to plan for the true and accurate needs and demands for the future health of the facilities. A subsequent phase of this work to be funded in a future CIP program includes the assessment of buildings from 8-25 years old. This project will need to be ongoing in order to maintain the 47 buildings and structures in our inventory.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	4GGMF2210
FY22 APPROPRIATION	\$81,390
FY22 PRIMARY FUNDING SOURCE	General Fund
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Upon completion of the FCA's, the City will have the necessary data to program short and long term maintenance needs and associated costs for City owned buildings and structures.



ADOPTED BUDGET CIP

City Hall / Thalian Hall

DEPARTMENT **PUBLIC SERVICES**

DIVISION **PUBLIC BUILDINGS**

PROJECT LOCATION City Hall - Thalian Hall

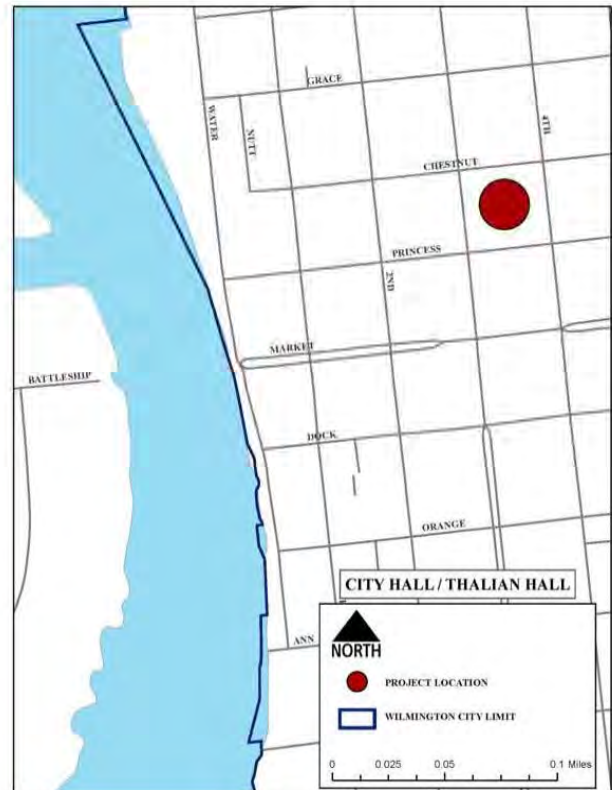
PROJECT DESCRIPTION

Funding is appropriated for the 2nd year of a three-year plan to renovate interior spaces in City Hall / Thalian Hall. The first year plan included renovating the stage floor, carpet areas, and door access. In FY22, the dressing room and lobby lighting / electrical will be addressed. And, finally, in FY23, the dressing room will be renovated.

PROJECT CATEGORY	PUBLIC FACILITIES
STATUS	FUNDED, PENDING ACTION
PROJECT NUMBER	4GGMF2120
FY22 APPROPRIATION	\$152,000
FY22 PRIMARY FUNDING SOURCE	General Fund
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

The renovations are long overdue and are necessary for the safe and efficient operation of the theatre and City functions. The entire project promotes the arts to the public by improving in great measure the experience of our volunteers and visitors to Thalian Hall.



*Public Facilities 2nd CIP FY22-FY23 Capital Project Descriptions***PARKS MAINTENANCE FACILITY – 4CRMF1710; APPROPRIATED FY22**

The existing Parks Maintenance facility requires replacement due to its age, compliance issues, and proposed NCDOT improvements to the Burnett Boulevard and Front Street intersection. This project will provide for design and construction of the maintenance and administrative buildings and facilities currently located at 1702 Burnett Blvd to a new location on Melton Avenue.

BUILDING MAINTENANCE – 4GGMF1705; APPROPRIATED FY22; PROJECTED FY23

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.

RIVERLIGHTS FIRE STATION – 4PSMF1930; APPROPRIATED FY22

This project will provide funding for a new fire station and a pumper truck near the River Lights development. Land will be provided by the River Lights development in accordance with the development agreement.

ADA COMPLIANCE – TBD; PROJECTED FY23

This project will address the final repairs needed to bring non-compliant ADA issues into compliance at 505 Nutt Street and 1102 Orange Street. The project at 505 Nutt Street will include the renovation of unisex bathrooms in both the Visitor's Center and the Railroad Museum to create a full accessible bathroom. It will also require the full replacement of the outside deck, stairs and ramp using historically appropriate materials. At 1102 Orange Street, the project will fund minor renovations to the bathroom to make it fully accessible and compliant.

GENERATOR REPLACEMENT STUDY – TBD; PROJECTED FY23

The project will fund a study to evaluate the condition of city owned generators. The city will engage a consultant to provide staff with an analysis of all generators and a prioritized list of needs. The data from the study will be used to develop a funding plan for maintenance and generator replacement for future CIP funding.

CITY POOL IMPROVEMENTS – 4CRMF2210; APPROPRIATED FY22

The project will address a needed ground water flow assessment for the Northside pool.

FACILITY CONDITION ASSESSMENTS – 4GGMF2210; APPROPRIATED FY22

The project will allow the City to perform a Facility Condition Assessment (FCA) for buildings 25-50 years old under a current GSA contract. FCA's involve the thorough inspection of a property by a team consisting of architects, engineers and skilled trade technicians. The goal is to identify routine and deferred maintenance needs, systemic deficiencies including safety, remaining useful life of major building systems, capital replacement needs,

prioritized repairs, total building replacement costs and other important analysis to help us plan for the true and accurate needs and demands for the future health of our buildings. A subsequent phase of this work to be funded in a future CIP program includes the assessment of buildings from 8-25 years old. This project will need to be ongoing in order to maintain the 47 buildings and structures in our inventory.

CITY HALL / THALIAN HALL – 4GGMF2120; APPROPRIATED FY22; PROJECTED FY23

Funding is appropriated for the 2nd year of a three-year plan to renovate interior spaces in City Hall/Thalian Hall. The first-year plan included renovating the stage floor, carpet areas and door access. In FY22, the dressing room and lobby lighting/electrical will be addressed. And, finally, in FY23, the dressing room will be renovated.

PARKING FUND

Parking					
Project Code	Project Name		FY22	FY23	Total FY22-FY23
2nd CIP FY22 Adopted					
8PF1715	Camera Replacement Decks		\$ 51,000	\$ 51,000	\$ 102,000
Total Expenditure Public Facilities - Parking			\$ 51,000	\$ 51,000	\$ 102,000
Revenue Type FY22 Recommended					
Parking Fund			\$ 51,000	\$ 51,000	\$ 102,000
Total Revenue Parking			\$ 51,000	\$ 51,000	\$ 102,000

Operating Estimates FY23 through FY25					
Project Name		FY23	FY24	FY25	Total FY23-FY25
2nd Street Parking Deck Elevator Modernization	\$	-	\$ -	\$ -	\$ -
IPS Meters	\$	-	\$ -	\$ -	\$ -
Market St. Deck Access Improvements	\$	-	\$ -	\$ -	\$ -
Market Street Facility Light Replacement	\$	-	\$ -	\$ -	\$ -
PARCS Equipment Replacement	\$	37,000	\$ 44,600	\$ 50,800	\$ 132,400
Parking Decks Camera Replacement	\$	-	\$ -	\$ -	\$ -
RiverPlace	\$	-	\$ -	\$ -	\$ -
Second St. Parking Deck Repair	\$	-	\$ -	\$ -	\$ -
Total Parking Fund Operating Estimates	\$	37,000	\$ 44,600	\$ 50,800	\$ 132,400

ADOPTED BUDGET CIP

Camera Replacement Decks

DEPARTMENT **CITY MANAGER**

DIVISION **PARKING**

PROJECT LOCATION City Owned Parking Decks

PROJECT DESCRIPTION

This is a supplemental appropriation to the FY17 CIP project to fund upgrades to the cameras in the Market and 2nd Street Parking Decks. To date, the FY17 project has installed over 85 security cameras at the Market Street Parking Deck, 2nd Street Parking Deck, the exterior of the Community Arts Center, and is in process of upgrading both recording servers at the parking decks and expanding the management servers in the IT Server Room. All cameras installed to date have been integrated into WPD's STING Center. The supplemental appropriation will be utilized for the installation of the new security camera system at the Riverplace Parking Deck, providing approximately 40 new cameras, servers and a workstation at the parking deck. The system will be fully integrated with WPD's STING Center upon completion.

PROJECT CATEGORY	PUBLIC FACILITIES – PARKING
STATUS	
PROJECT NUMBER	8PF1715
FY22 APPROPRIATION	\$51,000
FY22 PRIMARY FUNDING SOURCE	Parking Fund
FY23-FY25 OPERATING IMPACT	\$0

BENEFIT TO THE CITY

Upon completion of the camera installations, the Wilmington Police Department will have access to view and retrieve video from the cameras.



Parking 2nd CIP FY22-FY23 Capital Project Descriptions

CAMERA REPLACEMENT DECKS – 8PF1715; APPROPRIATED FY22; PROJECTED FY23

This is a supplemental appropriation to fund upgrades to the cameras in the Market and 2nd Street Parking Decks. To date, the FY17 project has installed over 85 security cameras at the Market Street Parking Deck, 2nd Street Parking Deck, the exterior of the Community Arts Center, and is in process of upgrading both recording servers at the parking decks and expanding the management servers in the IT Server Room. All cameras installed to date have been integrated into WPD’s STING Center. The funding will be utilized for the installation of the new security camera system at the River Place Parking Deck, providing approximately 40 new cameras, servers, and a workstation at the parking deck. The system will be fully integrated with WPD’s STING Center upon completion.

STORMWATER FUND

Stormwater				
Project Code	Project Name	FY22	FY23	Total FY22-FY23
2nd CIP FY22 Adopted				
7DC1720	Annual Storm Drain Rehab	\$ 1,500,000	\$ 1,500,000	\$ 3,000,000
7DC2110	Whispering Pines/Masonboro Drainage	\$ 1,475,000	\$ 1,215,000	\$ 2,690,000
TBD	Kelly Road	\$ -	\$ 342,000	\$ 342,000
Total Expenditure Stormwater		\$ 2,975,000	\$ 3,057,000	\$ 6,032,000
Revenue Type FY22 Recommended				
Stormwater Fund		\$ 2,975,000	\$ 3,057,000	\$ 6,032,000
Total Revenue Stormwater		\$ 2,975,000	\$ 3,057,000	\$ 6,032,000

Operating Estimates FY23 through FY25				
Project Name	FY23	FY24	FY25	Total FY23-FY25
Annual Storm Drain Rehabilitation	\$ -	\$ -	\$ -	\$ -
Brookshire / Beasley Drainage Project	\$ 7,500	\$ 7,725	\$ 7,957	\$ 23,182
Clear Run Branch	\$ 9,000	\$ 9,270	\$ 9,548	\$ 27,818
Greenville/White Ave Drainage	\$ 2,966	\$ 3,055	\$ 3,147	\$ 9,169
Kelly Road	\$ -	\$ -	\$ -	\$ -
New MacCumbers Outfall	\$ -	\$ -	\$ -	\$ -
Pirates Cove	\$ 2,880	\$ 2,966	\$ 3,055	\$ 8,902
Whispering Pines/Masonboro Drainage	\$ -	\$ 2,880	\$ 2,966	\$ 5,846
Wisteria/Clearbrook Stage 2 Drainage	\$ -	\$ 2,880	\$ 2,966	\$ 5,846
Total Operating Estimates Stormwater	\$ 22,346	\$ 28,777	\$ 29,640	\$ 80,763

ADOPTED BUDGET CIP

Annual Storm Drain Rehabilitation

DEPARTMENT **PUBLIC SERVICES**

DIVISION **STORMWATER**

PROJECT LOCATION City Wide

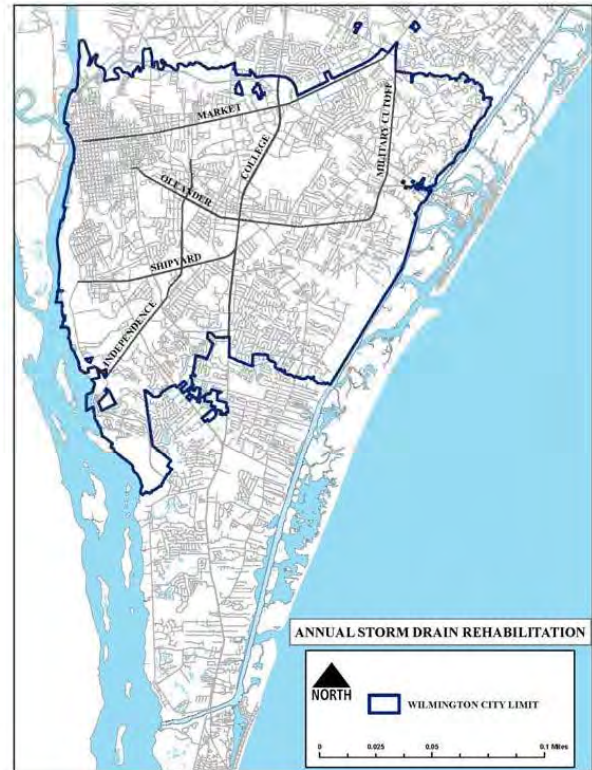
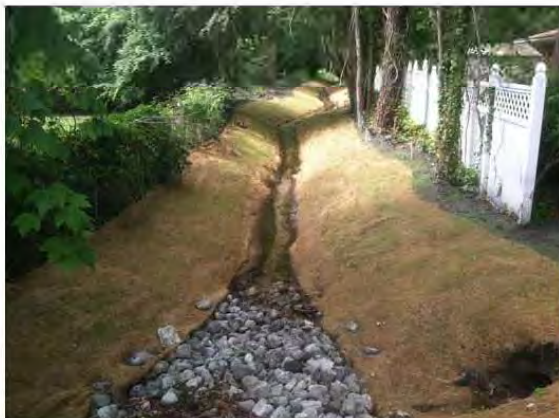
PROJECT DESCRIPTION

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, and collapse. Types of repair include pipe lining, internal repairs or full replacement of the system.

PROJECT CATEGORY	STORMWATER
STATUS	CONSTRUCTION
PROJECT NUMBER	7DC1720
FY22 APPROPRIATION	\$1,500,000
FY22 PRIMARY FUNDING SOURCE	Stormwater Fund
FY23-FY25 OPERATING IMPACT	\$0

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 Services 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 2nd CIP FY22-FY23 Capital Project Descriptions

ANNUAL STORM DRAIN REHABILITATION – 7DC1720; ANNUAL APPROPRIATION

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 scope of the project involves rehabilitating sections of existing storm drain that need repair because of joint failures, excessive maintenance costs, root intrusion, and collapse. Repair types include pipe lining, internal repairs, or full replacement of the system.

WHISPERING PINES/MASONBORO DRAINAGE IMPROVEMENTS – 7DC2110; APPROPRIATED FY22; PROJECTED FY23

This project was identified in the 1998 Annex Area Master Plan prepared by Dewberry and Davis and ranks 9th out of 21 projects in both the 1995 and 1998 annex areas. This project includes the improvement of drainage outfalls within Whispering Pines, Grainger Point, Orchard Trace and Windward Oaks. In addition, two (2) culvert locations draining under Masonboro Sound Road will be upgraded.

KELLY ROAD– TBD; PROJECTED FY23

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 Beasley Road. The project will also retrofit an existing pond off Chelon Avenue within the Tyndall neighborhood to help improve water quality as part of the Hewletts Creek Watershed Restoration Plan.

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, limited obligation bonds, installment purchase contracts, revenue bonds, 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 March 2021.

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, 2021, the total outstanding bonded debt for the city is \$85.1 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, 2021	PRINCIPAL TO BE RETIRED FY 2021-22	OUTSTANDING PRINCIPAL JUNE 30, 2022
General Debt					
29-Jun-11	1-Jul-31	Public Improvement - Series 2011A 2/3rds	195,000	195,000	-
30-Jun-11	1-Jul-31	Public Improvement - Series 2011C	265,000	265,000	-
26-Jun-14	1-Jun-34	Public Improvement 2/3rds - Series 2014	1,965,000	155,000	1,810,000
7-Jun-16	1-Jun-36	Public Improvements, 2/3rds - Series 2016A	2,175,000	145,000	2,030,000
8-Jun-16	1-Sep-28	Pub Improv/Streets-Refunding - Series 2016B	5,330,000	665,000	4,665,000
31-May-18	1-Jun-38	Street and Sidewalk - Series 2018	13,005,000	765,000	12,240,000
21-May-20	1-Jun-40	Parks and Recreation - Series 2020	15,355,000	810,000	14,545,000
4-May-21	1-May-41	Parks and Rec/Street and Sidewalk - Series 2021A	32,950,000	-	32,950,000
4-May-21	1-May-26	Parks and Recreation - Series 2021B	10,050,000	2,150,000	7,900,000
4-May-21	1-Jul-31	Refunding Bonds - Series 2021C	3,770,000	-	3,770,000
TOTAL GENERAL DEBT			85,060,000	5,150,000	79,910,000
TOTAL BONDED DEBT			85,060,000	5,150,000	79,910,000

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, limited obligation bonds, installment purchase contracts, and interlocal agreements.

As of June 30, 2021, the total other outstanding debt for the city is \$199.6 million. Total other outstanding governmental general debt as of June 30, 2021, is approximately \$104.7 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 as of June 30, 2021, for the Convention Center Fund is approximately \$47.9 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 as of June 30, 2021, for the Equipment, Maintenance and Replacement Fund is approximately \$0.5 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 as of June 30, 2021, for the Stormwater Management Fund is approximately \$18.3 million. Outstanding debt for storm water projects is retired with revenues earned from the storm water enterprise.
- Total other outstanding debt as of June 30, 2021, for the Parking Facilities Fund is approximately \$28.2 million. Revenue from the parking decks and the on-street parking program pay for a portion of this installment debt; however, most of this debt is paid with general tax revenues.

Other Outstanding Debt

ISSUE DATE	MATURITY DATE	INSTRUMENT	PURPOSE	OUTSTANDING PRINCIPAL JUNE 30, 2021	PRINCIPAL TO BE RETIRED FY 2021-22	OUTSTANDING PRINCIPAL JUNE 30, 2022
General Debt						
27-Jun-12	1-Jun-30	2012 LOBs	Refunding	1,556,750	1,556,750	-
30-Jul-14	1-Jun-32	2014A LOBs	Refunding of 2005 COPs	15,160,000	1,400,000	13,760,000
26-Jun-15	1-Jun-35	2015A LOBs	Various Projects	14,140,000	1,100,000	13,040,000
24-May-16	1-Aug-28	Installment Debt	NHC Parks Bonds - Refund 2008	4,837,188	609,949	4,227,239
24-May-16	1-Aug-30	Installment Debt	NHC Parks Bonds - Refund 2010	2,491,458	252,753	2,238,705
11-May-17	1-Jun-37	Installment Debt	Various Projects	9,460,000	595,000	8,865,000
28-May-20	1-Jun-40	2020A LOBs	Various Projects and Refunding	23,735,000	1,870,000	21,865,000
28-May-20	1-Jun-40	2020B LOBs	Police/Fire Training Facility/Range	8,995,000	470,000	8,525,000
28-May-20	1-Jun-40	2020C LOBs	Various Projects - Taxable	7,750,000	410,000	7,340,000
19-May-21	1-Jun-41	2021A LOBs	Various Projects	6,430,000	-	6,430,000
28-May-20	1-Jun-30	2021B LOBs	Taxable and Refunding	10,179,700	602,525	9,577,175
TOTAL GENERAL DEBT				104,735,096	8,866,977	95,868,119
Convention Center Fund Debt						
12-May-16	1-Jun-38	2016 LOBs	Refunding of 2008A & 2008B COPs	47,885,000	545,000	47,340,000
TOTAL CONVENTION CENTER FUND DEBT				47,885,000	545,000	47,340,000
Equipment, Maintenance and Replacement Fund						
15-Mar-15	1-Mar-22	Installment Debt	Sanitation Trucks	410,000	410,000	-
TOTAL SOLID WASTE FUND DEBT				410,000	410,000	-
Storm Water Management Debt						
30-Jul-14	1-Jun-32	2014A LOBs	Refunding of 2005 COPs	285,000	75,000	210,000
26-Jun-15	1-Jun-40	2015A Revenue Bonds	Various Projects	17,875,000	560,000	17,315,000
26-Jun-15	1-Jun-22	2015B Revenue Bonds	Various Projects - Taxable	180,000	180,000	-
TOTAL STORM WATER MANAGEMENT DEBT				18,340,000	815,000	17,525,000
Parking Facilities Debt						
27-Jun-12	1-Jun-30	2012 LOBs	Refunding	393,250	393,250	-
28-May-20	1-Jun-40	2020C LOBs	Installment Financing	25,255,000	1,330,000	23,925,000
28-May-20	1-Jun-30	2021B LOBs	Taxable and Refunding	2,580,300	57,475	2,522,825
TOTAL PARKING FACILITIES DEBT				28,228,550	1,780,725	26,447,825
TOTAL OTHER DEBT				199,598,646	12,417,702	187,180,944

Annual Debt Service Requirements: Outstanding Bonded Debt and Other Debt

FISCAL YEAR	Debt Service Fund			Parking Facilities Fund		
	PRINCIPAL	INTEREST	TOTAL PAYMENT	PRINCIPAL	INTEREST	TOTAL PAYMENT
2021-22	14,016,977	6,349,625	20,366,601	1,780,725	642,193	2,422,918
2022-23	13,795,543	5,957,412	19,752,955	1,785,911	603,721	2,389,632
2023-24	13,499,421	5,563,526	19,062,946	1,775,295	582,977	2,358,272
2024-25	13,459,958	5,126,497	18,586,456	1,758,019	559,438	2,317,457
2025-26	13,419,224	4,669,958	18,089,183	1,742,015	533,045	2,275,060
2026-27	13,302,078	4,174,203	17,476,281	1,727,423	503,785	2,231,208
2027-28	13,203,786	3,625,258	16,829,044	1,714,162	470,638	2,184,800
2028-29	12,325,281	3,102,679	15,427,960	1,330,000	435,708	1,765,708
2029-30	11,108,743	2,651,973	13,760,715	1,325,000	406,568	1,731,568
2030-31	9,494,085	2,208,464	11,702,549	1,325,000	376,212	1,701,212
2031-32	9,235,000	1,850,851	11,085,851	1,325,000	344,532	1,669,532
2032-33	7,500,000	1,544,143	9,044,143	1,330,000	311,526	1,641,526
2033-34	7,495,000	1,291,880	8,786,880	1,330,000	277,066	1,607,066
2034-35	7,345,000	1,041,618	8,386,618	1,330,000	241,940	1,571,940
2035-36	6,395,000	829,618	7,224,618	1,330,000	205,485	1,535,485
2036-37	6,245,000	650,306	6,895,306	1,330,000	164,388	1,494,388
2037-38	5,655,000	474,759	6,129,759	1,330,000	123,291	1,453,291
2038-39	4,890,000	318,367	5,208,367	1,330,000	82,194	1,412,194
2039-40	4,890,000	186,435	5,076,435	1,330,000	41,097	1,371,097
2040-41	2,520,000	54,100	2,574,100	-	-	-
Totals	189,795,096	51,671,669	241,466,765	28,228,550	6,905,804	35,134,354

FISCAL YEAR	Storm Water Management Fund			Convention Center Fund		
	PRINCIPAL	INTEREST	TOTAL PAYMENT	PRINCIPAL	INTEREST	TOTAL PAYMENT
2021-22	815,000	758,725	1,573,725	545,000	1,876,625	2,421,625
2022-23	910,000	723,000	1,633,000	1,860,000	1,854,825	3,714,825
2023-24	950,000	678,200	1,628,200	2,235,000	1,780,425	4,015,425
2024-25	995,000	630,700	1,625,700	2,340,000	1,668,675	4,008,675
2025-26	950,000	599,450	1,549,450	2,435,000	1,575,075	4,010,075
2026-27	985,000	566,200	1,551,200	2,530,000	1,477,675	4,007,675
2027-28	1,020,000	531,725	1,551,725	2,610,000	1,401,775	4,011,775
2028-29	1,050,000	501,125	1,551,125	2,740,000	1,271,275	4,011,275
2029-30	1,100,000	448,625	1,548,625	2,880,000	1,134,275	4,014,275
2030-31	1,160,000	393,625	1,553,625	3,025,000	990,275	4,015,275
2031-32	1,205,000	347,225	1,552,225	3,140,000	873,900	4,013,900
2032-33	1,250,000	299,025	1,549,025	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	18,340,000	7,477,575	25,817,575	47,885,000	18,440,300	66,325,300

Equipment, Maintenance & Replacement Fund			
FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL PAYMENT
2021-22	410,000	4,797	414,797
Totals	410,000	4,797	414,797

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, 2021, the City of Wilmington could legally issue an additional \$1.014 billion of debt. The city’s net debt as of June 30, 2021, is estimated at 1.66% of the assessed valuation of the city, well below the 8% legal limit. The city’s net debt as of June 30, 2022, is projected at 1.16% of the assessed valuation of the city.

	AS OF JUNE 30, 2021	ESTIMATED AS OF JUNE 30, 2022
Assessed Valuation	16,016,525,955	21,607,500,000
Legal Debt Limit (8% of Assessed Valuation)	1,281,322,076	1,728,600,000
Amount of Debt Applicable to Legal Debt Limit - NET DEBT		
General Obligation Bonds	85,060,000	79,910,000 *
Other Debt (excluding Revenue Bonds)	181,543,646	169,865,944 *
Gross Debt	266,603,646	249,775,944
TOTAL NET DEBT	266,603,646	249,775,944
PERCENT OF ASSESSED VALUATION	1.66%	1.16%
LEGAL DEBT MARGIN	1,014,718,430	1,478,824,056

* Does not account for any potential issuances of new debt in fiscal year 2022.

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 20% of the operating expenditures in the General Fund and the Debt Service Fund, including inter-fund transfers. For FY 2021-22, debt service for tax supported debt totals approximately \$22.3 million.

The Debt Service Fund is currently supporting the completion of projects related to the 1st 80/20 CIP Plan, the voter approved Street and Sidewalk Bond, Parks and Recreation Bond, the Water Street Deck Redevelopment, and the 2nd 80/20 CIP plan.

For FY 2021-22, with a total General Fund and Debt Service Fund combined operating budget of approximately \$146.2 million, annual debt service for tax supported debt of approximately \$22.3 million represents 15.25% 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 2021-22 OPERATING BUDGET*	FY 2021-22 TOTAL DEBT SERVICE	FY 2021-22 % OF OPERATING BUDGET
General Fund and Debt Service Fund	146,159,397	22,292,841	15.25%

* Does not account for any potential issuances of new debt in fiscal year 2022.

ORDINANCES

Ordinance



ITEM 01c
City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager **Date:** 5/18/2021
Ordinance Making Appropriations to the Capital Projects Funds for the Fiscal Year Beginning July 1, 2021

LEGISLATIVE INTENT/PURPOSE:

Appropriations to the Capital Projects Funds for the Fiscal Year beginning July 1, 2021.

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:

Streets and Sidewalks Capital Projects:	\$16,584,899
Parks and Recreation Capital Projects:	\$2,815,283
Public Facilities Capital Projects:	\$7,444,233
Public Facilities - Parking Capital Projects:	\$51,000
Storm Water Capital Projects:	\$2,975,000
Total Appropriations:	\$29,870,415

Revenue:

Installment Financing	\$15,548,783
Transfer from Debt Service	\$3,887,196
Rental Income	\$8,424
Interest Earnings	\$8,572
Transfer from Parking Fund	\$51,000
Transfer from Stormwater Fund	\$2,975,000
Transfer from General Fund	\$7,391,440
Total Revenue:	\$29,870,415

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.

Adopted at a regular meeting on June 15, 2021

ATTEST:
Penelope Spicer-Sidbury
Penelope Spicer-Sidbury, City Clerk



Bill Epp
_____, Mayor
APPROVED AS TO
AVAILABILITY OF FUNDS:
[Signature]
_____, Director

O1c-1

CERTIFIED TO BE A TRUE COPY
Penelope Spicer-Sidbury
 CITY CLERK

Ordinance



ITEM O1b
City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/18/2021

Ordinance Making Appropriations to the Grant Projects, Financial Plans, Enterprise Funds, Debt Service Fund and Special Tax District for the Fiscal Year Beginning July 1, 2021

LEGISLATIVE INTENT/PURPOSE:

Appropriations for the Fiscal Year beginning July 1, 2021.

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 \$1,055,662

TOTAL APPROPRIATIONS \$1,055,662

REVENUES

Federal Entitlement \$1,055,662

TOTAL REVENUES \$1,055,662

HOME INVESTMENT PARTNERSHIP FUND

APPROPRIATIONS

Economic & Physical Development \$1,350,702

TOTAL APPROPRIATIONS \$1,350,702

REVENUES

HOME Investment Partnership \$693,501

HOME Program Income \$657,201

TOTAL REVENUES \$1,350,702

CDBG/HOME GRANT AND LOAN ADMINISTRATION FUND

APPROPRIATIONS

CD/HM Grant and Loan Operations \$725,195

TOTAL APPROPRIATIONS \$725,195

REVENUES

Transfer from General Fund \$118,180

Transfer from CDBG \$471,945

Transfer from HOME Fund \$135,070

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Janice Sparks Silaway
 CITY CLERK

O1b-1

TOTAL REVENUES	\$725,195
SPECIAL PURPOSE FUND	
APPROPRIATIONS	
SABLE Program	\$376,775
Safelight Camera Program	\$1,428,886
Metropolitan Transportation Planning Administration	\$1,522,693
Regional Hazmat Response Team	\$69,000
TOTAL APPROPRIATIONS	\$3,397,354
REVENUES	
Transfer from General Fund	\$567,792
Fed Forfeiture	\$87,744
Intergovernmental Revenue	\$1,669,592
Red Light Fines and Late Fees	\$1,083,099
Interest on Investments	(10,873)
TOTAL REVENUES	\$3,397,354
CONVENTION CENTER OPERATING FUND	
APPROPRIATIONS	
Convention Center Operating	\$4,197,911
Debt Service	\$2,423,825
TOTAL APPROPRIATIONS	\$6,621,736
REVENUES	
Room Occupancy Tax	\$2,982,256
Convention Center Revenue	\$2,188,092
Convention Center Parking Deck Revenue	\$473,777
Intergovernmental Revenue	\$977,611
TOTAL REVENUES	\$6,621,736

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 funds.

FLEET MAINTENANCE/REPLACEMENT FUND

APPROPRIATIONS	
Fleet Management Operations	\$9,587,729
Debt Service	\$414,797
TOTAL APPROPRIATIONS	\$10,002,526
REVENUES	
Lease Charges	\$7,167,269
Other Revenue and Interest Earnings	\$5,000
Appropriated Fund Balance	\$2,830,257
TOTAL REVENUES	\$10,002,526
TECHNOLOGY REPLACEMENT FUND	
APPROPRIATIONS	
PC and Technology Support	\$1,452,050
TOTAL APPROPRIATIONS	\$1,452,050

O1b-2

REVENUES

Technology Replacement Charges	\$753,701
Transfer from General Fund	\$448,349
Appropriated Fund	\$250,000
TOTAL REVENUES	\$1,452,050

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 funds.

GOLF COURSE FUND

APPROPRIATIONS

Golf Course Operations	\$1,693,796
TOTAL APPROPRIATIONS	\$1,693,796

REVENUES

Greens Fees	\$1,160,000
Cart Rentals	\$262,000
Concessions	\$201,000
Other Revenue and Interest Earnings	\$70,796
TOTAL REVENUES	\$1,693,796

PARKING FACILITIES FUND

APPROPRIATIONS

Parking Facilities Operations	\$3,514,235
Debt Service	\$2,460,577
TOTAL APPROPRIATIONS	\$5,974,812

REVENUES

Parking Fees	\$3,509,873
Fines & Forfeitures	\$437,000
Transfer from Debt Service Fund	\$1,926,239
Interest Earnings	\$5,700
Appropriated Fund Balance	\$96,000
TOTAL REVENUES	\$5,974,812

RECYCLING AND TRASH SERVICES FUND

APPROPRIATIONS

Recycling and Trash Services Operations	\$11,128,014
TOTAL APPROPRIATIONS	\$11,128,014

REVENUES

Recycling and Trash Services Disposal Tax	\$91,000
Refuse Collection Fees	\$9,869,505
Other Revenue and Interest Earnings	\$12,000
Transfer from General Fund	\$38,366
Appropriated Fund Balance	\$1,117,143
TOTAL REVENUES	\$11,128,014

STORM WATER MANAGEMENT FUND

APPROPRIATIONS

Storm Water Operations	\$11,038,893
Debt Service	\$1,813,575
TOTAL APPROPRIATIONS	\$12,852,468
REVENUES	
Storm Water Utility Fees	\$12,740,151
Other Revenue and Interest Earnings	\$71,000
Appropriated Fund Balance	\$41,317
TOTAL REVENUES	\$12,852,468

SECTION IV. That there is hereby levied tax rate of \$0.0713 per \$100 valuation earmarked for Debt Service in support of the Capital Improvement Plans, Streets and Sidewalks Bond projects, Water Street Deck Collaboration project, the Parks Bond projects located throughout the City 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.

DEBT SERVICE FUND

APPROPRIATIONS

Debt Service Payments	\$27,977,672
TOTAL APPROPRIATIONS	\$27,977,672

REVENUES

Property Tax	\$15,292,900
Transfer from General Fund	\$9,334,832
Other Revenue and Interest Earnings	\$162,153
Appropriated Fund Balance	\$3,187,787
TOTAL REVENUES	\$27,977,672

SECTION V: That there is hereby levied tax rate of \$0.0547 per \$100 valuation within the established boundaries of the Municipal Service District of the City of Wilmington, for the purpose of raising revenue to fund downtown service enhancements, from current property tax as set forth in the foregoing estimate of revenues listed for taxes as of January 1, 2021.

SPECIAL TAX DISTRICT

APPROPRIATIONS

Special Tax District	\$618,155
TOTAL APPROPRIATIONS	\$618,155

REVENUES

Property Tax	\$453,619
Sales Tax	\$163,936
Interest on Investments	\$600
TOTAL REVENUES	\$618,155

SECTION VI: That appropriations herein authorized shall have the amount of outstanding purchase orders as of June 30, 2021, added to each appropriation as it appears in order to account for the payment against the fiscal year in which it is paid.

SECTION VII: The City Council authorizes the consolidation and other actions necessary to comply with GASB pronouncements that would affect financial reporting compliance.

SECTION VIII: 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 FY22 budget.

SECTION IX: The City Council authorizes the appropriation of a 3.0% salary and benefits merit pool budget, to include a \$15 hour minimum effective January of 2022, for implementation in accordance with the City's compensation plan increases based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY22 budget.

SECTION X: 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 FY22 budget.

SECTION XI: 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 FY22 budget.

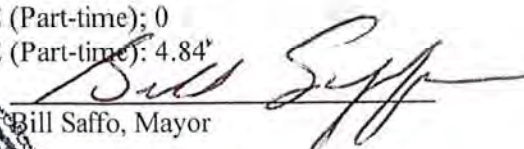
SECTION XII: The City Council authorizes the appropriation and implementation of liability insurance based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY22 budget.

SECTION XIII: 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 FY22 budget.

SECTION XIV: 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): 0.96
Community Development	Full-time: 4	FTE (Part-time): 0
Housing Development	Full-time: 3	FTE (Part-time): 0
Metropolitan Planning	Full-time: 12	FTE (Part-time): 0
Fleet	Full-time: 13	FTE (Part-time): 0
Golf	Full-time: 10	FTE (Part-time): 2.92
Parking	Full-time: 3	FTE (Part-time): 0
Recycling & Trash Svcs	Full-time: 75	FTE (Part-time): 0
Storm Water	Full-time: 60	FTE (Part-time): 0.96
Special Purpose SABLE	Full-time: 2	FTE (Part-time): 0
Total	Full-time: 184	FTE (Part-time): 4.84*

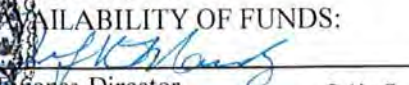
Adopted at a regular meeting
on June 15, 2021


Bill Saffo, Mayor

ATTEST:

Penelope Spicer-Sidbury, City Clerk



APPROVED AS TO
AVAILABILITY OF FUNDS:

Finance Director

O1b-5

Ordinance



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 5/18/2021

Ordinance Making Appropriations to the General Fund for the Fiscal Year Beginning July 1, 2021

LEGISLATIVE INTENT/PURPOSE:

Appropriations to the General fund for the Fiscal Year Beginning July 1, 2021.

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	\$31,409,692
Cultural & Recreational	\$10,601,781
Public Safety	\$57,892,783
Transportation	\$6,714,132
Transit System	\$1,534,358
Operating Transfers	\$19,363,811
TOTAL APPROPRIATIONS	\$127,516,557

REVENUES

Property Taxes	\$66,782,516
Local Sales Taxes	\$32,485,457
Licenses, Fees, and Permits	\$829,000
Intergovernmental Revenues	\$15,095,216
Charges for Current Services	\$2,677,664
Fines and Forfeitures	\$94,500
Interest Earnings	\$40,000
Other Revenue	\$649,369
Appropriated Fund Balance	\$8,862,835
TOTAL REVENUES	\$127,516,557

SECTION II: That there is a hereby levied tax rate of \$0.3808 per \$100 valuation of taxable property as listed for taxes as of January 1, 2021; \$0.3095 per \$100 valuation for General Fund, \$0.0713 per \$100 valuation earmarked for Debt Service in support of the Capital

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 Sterling B. Cheatham
 CITY CLERK

Improvement Plans, Streets and Sidewalks Bond projects, Water Street Deck Collaboration project, and restricted in the Debt Service Fund, 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, 2021 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 FY22 budget.

SECTION VI: The City Council authorizes the appropriation of a 3.0% salary and benefits merit pool budget, to include a \$15-hour minimum effective January of 2022, for implementation in accordance with the City's compensation plan increases based upon usage to the respective functions, departments, divisions, and sections upon adoption of the FY22 budget.

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 FY22 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 FY22 budget.

SECTION IX: That City Council authorizes 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 City Council authorizes the funding of up to twelve (12) 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. Two (2) of those ten (10) may only be used to accommodate officers that have been (and continue to be) on military leave for over one (1) year.

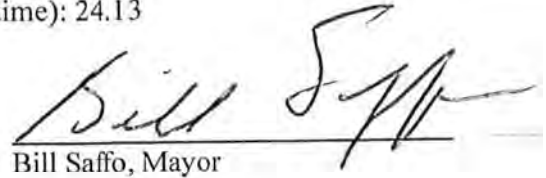
SECTION XI: That any construction or repair project undertaken by city work forces shall be in compliance with the requirements of North Carolina General Statutes 143-135 and are hereby approved upon adoption of the FY22 budget.

SECTION XII: That City Council authorizes the appropriation of a 25% increase to the stipend allocations dedicated to the Mayor (\$15,228 to \$19,035) and Council Members (\$11,592 to \$14,490) upon the adoption of the FY22 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:

General Government	Full-time: 182	FTE (Part-time): .48
Cultural & Recreational	Full-time: 97	FTE (Part-time): 15.15
Public Safety	Full-time: 566	FTE (Part-time): 8.50
Transportation	Full-time: 48	FTE (Part-time): 0
Total	Full-time: 893	FTE (Part-time): 24.13

Adopted at a regular meeting
on June 15, 2021


Bill Saffo, Mayor

ATTEST:

Penelope Spicer-Sidbury, City Clerk

APPROVED AS TO
AVAILABILITY OF FUNDS:

Finance Director



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SUPPLEMENTAL INFORMATION

The following provides a detailed glance at revenues and positions specifically as well as provide helpful definitions that may help understand the document to a greater extent.

REVENUE DETAILS

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
<i>General Fund</i>				
PROPERTY TAX				
AD VAL TAX ALL OTHER PRIOR YR	\$1,027.27	\$0.00	\$0.00	\$0.00
AD VALOREM TAX 1ST PRIOR YEAR	\$131,002.78	\$160,000.00	\$160,000.00	\$130,000.00
AD VALOREM TAX 2ND PRIOR YEAR	\$45,384.88	\$50,000.00	\$50,000.00	\$45,000.00
AD VALOREM TAX 3RD PRIOR YEAR	\$30,390.74	\$23,000.00	\$23,000.00	\$23,000.00
AD VALOREM TAX 4TH PRIOR YEAR	\$17,990.11	\$12,000.00	\$12,000.00	\$12,000.00
AD VALOREM TAX 5TH PRIOR YEAR	\$14,378.43	\$6,000.00	\$6,000.00	\$10,000.00
AD VALOREM TAX 6TH PRIOR YEAR	\$7,359.89	\$0.00	\$0.00	\$0.00
AD VALOREM TAX 7TH PRIOR YEAR	\$4,188.68	\$0.00	\$0.00	\$0.00
AD VALOREM TAX 8TH PRIOR YEAR	\$4,089.81	\$0.00	\$0.00	\$0.00
AD VALOREM TAX 9TH PRIOR YEAR	\$2,037.63	\$0.00	\$0.00	\$0.00
AD VALOREM TAX CY DMV COLLECT	\$4,163,071.47	\$4,351,886.00	\$4,351,886.00	\$3,431,246.00
AD VALOREM TAXES CURRENT YEAR	\$58,117,157.04	\$59,559,957.00	\$59,559,957.00	\$62,951,270.00
PENALTY AND INTERST AD VAL TX	\$158,641.67	\$90,000.00	\$90,000.00	\$150,000.00
PENALTY AND INTERST DMV COLLECT	\$41,180.95	\$20,951.00	\$20,951.00	\$30,000.00
PROPERTY TAX Total	\$62,737,901.35	\$64,273,794.00	\$64,273,794.00	\$66,782,516.00
SALES TAX				
SALES TAX 1% ART 39	\$14,108,128.01	\$13,278,183.00	\$13,278,183.00	\$15,125,073.00
SALES TAX 1/2% ART 40	\$5,241,112.03	\$4,882,727.00	\$4,882,727.00	\$5,708,228.00
SALES TAX 1/2% ART 42	\$6,916,770.58	\$6,545,099.00	\$6,545,099.00	\$7,410,149.00
SALES TAX 1/2% ART 44 2003	\$1,434.23	\$0.00	\$0.00	\$0.00
SALES TAX 1/4% ART 44 HLD HRM	\$3,850,596.53	\$3,604,345.00	\$3,604,345.00	\$4,242,007.00
SALES TAX Total	\$30,118,041.38	\$28,310,354.00	\$28,310,354.00	\$32,485,457.00
UNRESTRICTD INTERGOV				
ABC REVENUES	\$1,598,754.40	\$1,600,000.00	\$1,600,000.00	\$1,750,000.00
ABC REVENUES/WRIGHTSVILLE BCH	\$187,382.23	\$0.00	\$0.00	\$0.00
BEER AND WINE TAX	\$524,342.20	\$530,000.00	\$530,000.00	\$525,000.00
COURT FEES	\$15,634.14	\$20,000.00	\$20,000.00	\$20,000.00
PIPED NATURAL GAS EXCISE	\$182,236.19	\$222,200.00	\$222,200.00	\$154,420.00
TELECOMMUNICATION SRV TX	\$728,783.77	\$833,654.00	\$833,654.00	\$867,872.00
UTILITY FRANCHISE TAX	\$7,481,009.60	\$7,785,080.00	\$7,785,080.00	\$7,423,797.00
VIDEO PROGRAMMING TAX	\$1,278,837.92	\$1,330,000.00	\$1,330,000.00	\$1,259,766.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
UNRESTRICTD INTERGOV Total	\$11,996,980.45	\$12,320,934.00	\$12,320,934.00	\$12,000,855.00
RESTRICTED INTERGOV				
FEMA HOMELAND SECURITY	\$5,864,063.81	\$0.00	\$0.00	\$0.00
NEW HANOVER COUNTY	\$166,362.35	\$195,000.00	\$195,000.00	\$118,250.00
POWELL BILL GASOLINE TAX	\$2,983,732.56	\$2,949,111.00	\$2,949,111.00	\$2,949,111.00
SUPL PEG CHANNEL SUPPORT	\$27,352.60	\$20,000.00	\$20,000.00	\$27,000.00
RESTRICTED INTERGOV Total	\$9,041,511.32	\$3,164,111.00	\$3,164,111.00	\$3,094,361.00
CHARGES FOR SERVICE				
(NON)OLSEN SOFTBALL FIELD	\$0.00	\$0.00	\$5,000.00	\$0.00
BOXING CENTER	\$500.00	\$0.00	\$0.00	\$0.00
CHARGES FOR OUTSIDE OVERTIME	\$435,051.32	\$380,000.00	\$380,000.00	\$380,000.00
CODE ENF PENLTY/FEES/ASSESMNTS	\$19,234.87	\$0.00	\$0.00	\$0.00
CODE ENFRMNT BOARDING FEES	\$3,052.69	\$10,000.00	\$10,000.00	\$5,000.00
CODE ENFRMNT DEMOLITION	\$9,036.35	\$0.00	\$0.00	\$0.00
CODE ENFRMNT LOT CLEANING	\$29,057.40	\$20,000.00	\$20,000.00	\$20,000.00
CONCESSIONS / ALTHEA GIBSON	\$3,522.94	\$3,000.00	\$0.00	\$3,000.00
CONCESSIONS / AMPHITHEATER	\$0.00	\$7,500.00	\$0.00	\$0.00
CONCESSIONS / FOOD/BEV GENERAL	\$388,448.33	\$0.00	\$0.00	\$0.00
CONCESSIONS / FOOD/BEVERAGE	\$28.13	\$0.00	\$75,500.00	\$0.00
CONCESSIONS / LEGION	\$0.00	\$50,000.00	\$0.00	\$40,000.00
CONCESSIONS / OLSEN PARK	\$14,319.67	\$15,000.00	\$0.00	\$15,000.00
CRIME LAB FEES	\$17,972.43	\$0.00	\$0.00	\$0.00
DERICK G S DAVIS CENTER	\$15.00	\$0.00	\$0.00	\$0.00
EMPIE PARK TENNIS TOURN	\$872.00	\$0.00	\$0.00	\$0.00
FEES / ALTHEA GIBSON TENNIS	\$12,630.31	\$23,000.00	\$23,000.00	\$20,000.00
FEES / AMPHITHEATER SALES	\$0.00	\$80,000.00	\$80,000.00	\$80,000.00
FEES / FIT FOR FUN	\$20,026.10	\$27,000.00	\$27,000.00	\$22,000.00
FEES / OLSEN PARK	\$39,676.22	\$44,000.00	\$44,000.00	\$45,000.00
FEES / TENNIS RESERVATIONS	\$9,601.00	\$13,000.00	\$13,000.00	\$18,000.00
FEES / YOUTH ATHLETICS	\$7,783.00	\$10,000.00	\$10,000.00	\$7,000.00
FEES/BOXING/FITNESS CENTER	\$18,671.00	\$25,000.00	\$25,000.00	\$20,000.00
FINGERPRINTS AND ID	\$4,520.00	\$8,000.00	\$8,000.00	\$4,500.00
FIRE ESCORTS	\$43,445.00	\$30,000.00	\$30,000.00	\$30,000.00
FIRE INSPECTION FEES	\$102,191.00	\$70,000.00	\$70,000.00	\$84,000.00
GOLF FEES / BEER SALES	\$9,195.20	\$7,000.00	\$7,000.00	\$7,000.00
GOLF FEES /CART RENTALS	\$7,470.65	\$6,000.00	\$6,000.00	\$7,000.00
GOLF FEES /DAILY GREEN FEES	\$164,959.00	\$130,000.00	\$130,000.00	\$140,000.00
GOLF FEES /FOOD & BEV CONCESSN	\$6,885.20	\$6,500.00	\$6,500.00	\$6,500.00
GOLF FEES /RETAIL CONCESSIONS	\$3,311.55	\$2,000.00	\$2,000.00	\$3,000.00
GREENFIELD AMPHITHEATER	\$35,350.00	\$0.00	\$0.00	\$0.00
GREENFIELD PK-AMPHITHEATR	\$0.00	\$0.00	\$40,000.00	\$0.00
HALYBURTON PARK	\$492.82	\$0.00	\$0.00	\$0.00
HALYBURTON PARK PROGRAM	\$15,700.68	\$0.00	\$0.00	\$0.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
HAULING & MOWING CHARGES	\$35,273.23	\$36,000.00	\$36,000.00	\$36,000.00
LEGION SPORTS COMPLEX	\$1,038.00	\$0.00	\$0.00	\$0.00
MAIDES PARK PROGRAMS	\$975.00	\$0.00	\$0.00	\$0.00
MAINT ST HIGHWAY SIGNALS	\$443,260.62	\$425,000.00	\$425,000.00	\$450,000.00
MISCELLANEOUS CHARGES	\$3,776.32	\$1,000.00	\$1,000.00	\$1,000.00
NHC SCHOOLS	\$69,914.05	\$69,914.00	\$69,914.00	\$69,914.00
NORTH WATERFRONT PARK	\$0.00	\$0.00	\$0.00	\$230,000.00
OLSEN PARK	\$1,022.00	\$0.00	\$0.00	\$0.00
OVERTIME REIMBURSEMENT	\$0.00	\$0.00	\$10,000.00	\$0.00
OVERTIME REIMURSMENT	\$10,260.00	\$10,000.00	\$0.00	\$5,000.00
PERMITS / DOCKING	\$9,339.00	\$7,000.00	\$7,000.00	\$7,000.00
PERMITS / TREE PERMITS	\$10,448.00	\$10,000.00	\$10,000.00	\$10,000.00
PRECIOUS METAL PERMITS	\$1,753.00	\$2,000.00	\$2,000.00	\$2,000.00
RECREATION / MISCELLANEOUS	\$600.00	\$0.00	\$0.00	\$0.00
RENTS / NORTH WATERFRONT PARK	\$160.00	\$0.00	\$0.00	\$210,000.00
RENTS/ PORTIA MILLS HINES PARK	\$370.00	\$200.00	\$200.00	\$0.00
RENTS/(NON)OLSEN SOFTBLL FIELD	\$2,407.50	\$5,000.00	\$0.00	\$5,000.00
RENTS/EMPIE PICNIC SHELTER	\$1,275.00	\$1,500.00	\$1,500.00	\$1,500.00
RENTS/GREENFIELD PARK-GROUNDS	\$277.00	\$400.00	\$400.00	\$0.00
RENTS/GREENFIELD PK-AMPHITHETR	\$28,310.00	\$40,000.00	\$0.00	\$40,000.00
RENTS/GREENFIELD PK-GARDENS	\$530.00	\$800.00	\$800.00	\$0.00
RENTS/HALYBURTON RENTALS	\$21,055.50	\$30,000.00	\$30,000.00	\$24,000.00
RENTS/LEGION STADIUM	\$14,407.00	\$30,000.00	\$30,000.00	\$20,000.00
RENTS/M L KING CENTER	\$1,560.60	\$750.00	\$750.00	\$750.00
RENTS/MAIDES PARK	\$2,777.50	\$3,500.00	\$3,500.00	\$3,500.00
RESIDENT PARKING PERMITS	\$1,000.00	\$0.00	\$0.00	\$0.00
ROAD RACE/GROUP WALKS	\$8,492.00	\$0.00	\$0.00	\$0.00
ROAD RACE/ORG GROUP WALK	\$575.00	\$4,000.00	\$4,000.00	\$0.00
ROAD RACES/TRIATHLONS	\$0.00	\$15,000.00	\$15,000.00	\$8,000.00
SPECIAL EVENTS	\$4,530.00	\$0.00	\$0.00	\$0.00
SPECIAL TEAMS (MOU)	\$76,204.92	\$80,000.00	\$80,000.00	\$64,000.00
STATE PROPERTY	\$126,628.00	\$125,000.00	\$125,000.00	\$125,000.00
SWIM POOLS/YMCA OF WILMINGTON	\$0.00	\$22,000.00	\$22,000.00	\$15,000.00
TENNIS CLINICS	\$3,479.00	\$0.00	\$7,344.00	\$0.00
TRAINING FACILITY FEES	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00
UTILITY CUT/STREET REPAIR	\$129,543.01	\$135,000.00	\$135,000.00	\$125,000.00
WILMINGTON HOUSING AUTHORITY	\$118,500.00	\$158,000.00	\$158,000.00	\$158,000.00
YOUTH ATHLETICS	\$1,960.00	\$0.00	\$0.00	\$0.00
ZONING & SUBDIV FEES	\$100,507.71	\$125,000.00	\$125,000.00	\$90,000.00
CHARGES FOR SERVICE Total	\$2,655,228.82	\$2,324,064.00	\$2,331,408.00	\$2,677,664.00
MISCELLANEOUS				
COLLECTION BAD DEBT	\$9,370.08	\$0.00	\$0.00	\$0.00
DONATIONS	\$500.00	\$0.00	\$24,880.00	\$0.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
EQUIPMENT	\$19,737.89	\$0.00	\$0.00	\$0.00
INSURANCE REIMB -BLDGS & IMPRV	\$34,705.61	\$0.00	\$0.00	\$0.00
INSURANCE REIMB -VEHICLE/EQUIP	\$0.00	\$0.00	\$3,659.00	\$0.00
INSURANCE REIMB-SETTLEMENT	\$575,000.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS	\$12,696.00	\$5,000.00	\$5,000.00	\$5,000.00
NC STATE PORTS AUTHORITY	\$0.00	\$50,000.00	\$0.00	\$0.00
NHC BOARD OF EDUCATION	\$109,445.55	\$105,000.00	\$105,000.00	\$105,000.00
OTHER REVENUE	\$94,454.96	\$10,000.00	\$10,000.00	\$10,000.00
PCARD REBATE PROGRAM	\$23,862.32	\$30,000.00	\$30,000.00	\$25,000.00
REAL ESTATE SALES	\$84,400.00	\$0.00	\$0.00	\$0.00
RENTAL INCOME	\$92,578.96	\$139,030.00	\$139,030.00	\$144,669.00
UNIVERSITY OF NC AT WILMINGTON	\$0.00	\$35,000.00	\$35,000.00	\$35,000.00
MISCELLANEOUS Total	\$1,056,751.37	\$374,030.00	\$352,569.00	\$324,669.00
LICENSE FEE & PERMIT				
ANNUAL FIRE PERMITS	\$67,430.00	\$55,000.00	\$55,000.00	\$55,000.00
FIRE CONSTRUCTION	\$93,988.00	\$65,000.00	\$65,000.00	\$65,000.00
FIRE SPECIAL CHARGES	\$93,304.20	\$75,000.00	\$75,000.00	\$75,000.00
MISC LIC/PMTS SHORT TERM LODGE	\$84,452.41	\$40,000.00	\$0.00	\$135,000.00
MISCELLANEOUS	\$78,238.42	\$80,000.00	\$120,000.00	\$80,000.00
MOTOR VEHICLE DMV COLLECTIONS	\$406,545.00	\$410,000.00	\$410,000.00	\$407,000.00
MOTOR VEHICLE LICENSE	\$310.03	\$0.00	\$0.00	\$0.00
PRIVILEGE LICENSE	\$14,720.00	\$10,000.00	\$10,000.00	\$12,000.00
PRIVILEGE LICENSE PENALTIES	\$1,157.50	\$0.00	\$0.00	\$0.00
LICENSE FEE & PERMIT Total	\$840,145.56	\$735,000.00	\$735,000.00	\$829,000.00
INTEREST EARNINGS				
CHANGE IN VALUE OF INVESTMENT	-\$51,636.09	\$0.00	\$0.00	\$0.00
INTEREST ON INVESTMENTS	\$845,748.89	\$322,000.00	\$322,000.00	\$40,000.00
INTEREST ON LIENS	\$9,534.95	\$6,000.00	\$6,000.00	\$0.00
INTEREST EARNINGS Total	\$803,647.75	\$328,000.00	\$328,000.00	\$40,000.00
FINES & FORFEITS				
CIVIL CITATIONS	\$55,055.33	\$65,000.00	\$65,000.00	\$35,000.00
CODE ENFORCEMENT	\$6,494.63	\$14,000.00	\$14,000.00	\$8,500.00
FALSE ALARM CITATIONS	\$47,625.09	\$45,000.00	\$45,000.00	\$50,000.00
FIRE CODE VIOLATIONS	\$100.00	\$1,000.00	\$1,000.00	\$1,000.00
FINES & FORFEITS Total	\$109,275.05	\$125,000.00	\$125,000.00	\$94,500.00
OTHER TAX				
RENTAL VEHICLE TAX	\$384,757.44	\$382,000.00	\$382,000.00	\$324,700.00
OTHER TAX Total	\$384,757.44	\$382,000.00	\$382,000.00	\$324,700.00
APPROPR FUND BALANCE				
APPROPRIATED FUND BALANCE	\$0.00	\$3,376,519.00	\$10,475,590.40	\$8,862,835.00
APPROPR FUND BALANCE Total	\$0.00	\$3,376,519.00	\$10,475,590.40	\$8,862,835.00
GENERAL FUND Total	\$119,744,240.49	\$115,713,806.00	\$122,798,760.40	\$127,516,557.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
<i>Golf Fund</i>				
CHARGES FOR SERVICE				
GOLF FEES / BEER SALES	\$55,141.45	\$40,000.00	\$40,000.00	\$55,000.00
GOLF FEES /CART RENTALS	\$263,910.55	\$259,390.00	\$259,390.00	\$262,000.00
GOLF FEES /DAILY GREEN FEES	\$858,756.05	\$765,393.00	\$765,393.00	\$855,000.00
GOLF FEES /DISC CRDS-GREEN FEE	\$307,299.00	\$276,050.00	\$276,050.00	\$305,000.00
GOLF FEES /FOOD & BEV CONCESSN	\$41,106.26	\$39,975.00	\$39,975.00	\$41,000.00
GOLF FEES /LOCKER FEES	\$80.00	\$0.00	\$0.00	\$0.00
GOLF FEES /RETAIL CONCESSIONS	\$106,016.22	\$94,000.00	\$94,000.00	\$105,000.00
GOLF FEES /TOURNAMENT FEES	\$14,640.00	\$11,746.00	\$11,746.00	\$13,000.00
GOLF FEES/EXPIRD GIFTCERT/PASS	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
GOLF FEES/FIRST TEE	\$26,698.00	\$53,396.00	\$53,396.00	\$53,396.00
CHARGES FOR SERVICE Total	\$1,673,647.53	\$1,542,950.00	\$1,542,950.00	\$1,692,396.00
INTEREST EARNINGS				
CHANGE IN VALUE OF INVESTMENT	-\$1,059.23	\$0.00	\$0.00	\$0.00
INTEREST ON INVESTMENTS	\$8,460.48	\$1,687.00	\$1,687.00	\$1,400.00
INTEREST EARNINGS Total	\$7,401.25	\$1,687.00	\$1,687.00	\$1,400.00
APPROPR FUND BALANCE				
APPROPRIATED FUND BALANCE	\$0.00	\$0.00	\$281,995.00	\$0.00
APPROPR FUND BALANCE Total	\$0.00	\$0.00	\$281,995.00	\$0.00
GOLF FUND Total	\$1,681,048.78	\$1,544,637.00	\$1,826,632.00	\$1,693,796.00
<i>Parking Facilities Fund</i>				
INSTALLMENT FINANCNG				
PROCEEDS REFUNDING LOBS	\$22,270,000.00	\$0.00	\$0.00	\$0.00
INSTALLMENT FINANCNG Total	\$22,270,000.00	\$0.00	\$0.00	\$0.00
CHARGES FOR SERVICE				
PARKING METER MONTHLY FEES	\$29,825.72	\$29,628.00	\$29,628.00	\$29,628.00
PARKING METER PERMITS	\$29,567.00	\$35,000.00	\$35,000.00	\$31,500.00
PARKING METER TOKENS	\$5,368.00	\$5,500.00	\$5,500.00	\$4,950.00
PARKING METERS	\$1,092,390.20	\$1,350,000.00	\$1,350,000.00	\$1,350,000.00
PRKG FAC CHRNG EVENNG/NGHT COLL	\$65,771.00	\$127,000.00	\$127,000.00	\$114,300.00
PRKG FAC CHRNG HOURLY FEES	\$641,493.25	\$966,164.00	\$966,164.00	\$909,595.00
PRKG FAC CHRNG LEASED SPACES	\$0.00	\$285,600.00	\$285,600.00	\$282,000.00
PRKG FAC CHRNG MONTHLY FEES	\$750,424.88	\$763,200.00	\$763,200.00	\$686,880.00
PRKG FAC CHRNG SPECIAL EVENTS	\$41,747.75	\$67,800.00	\$67,800.00	\$75,720.00
PRKG FAC CHRNG STAMP SALES	\$8,644.00	\$16,000.00	\$16,000.00	\$15,400.00
RESIDENTL PARKING PROGR PERMITS	\$11,970.00	\$11,000.00	\$11,000.00	\$9,900.00
CHARGES FOR SERVICE Total	\$2,677,201.80	\$3,656,892.00	\$3,656,892.00	\$3,509,873.00
INTEREST EARNINGS				
CHANGE IN VALUE OF INVESTMENT	-\$10,495.57	\$0.00	\$0.00	\$0.00
INTEREST ON INVESTMENTS	\$66,798.44	\$21,875.00	\$21,875.00	\$5,700.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
INTEREST EARNINGS Total	\$56,302.87	\$21,875.00	\$21,875.00	\$5,700.00
FINES & FORFEITS				
PARKING FINES	\$418,874.74	\$475,000.00	\$475,000.00	\$437,000.00
FINES & FORFEITS Total	\$418,874.74	\$475,000.00	\$475,000.00	\$437,000.00
OPERATING TRANSFR IN				
DEBT SERVICE	\$102,233.00	\$2,322,000.00	\$2,322,000.00	\$1,926,239.00
SPECIAL PURPOSE - ARPA FUNDS	\$0.00	\$0.00	\$300,000.00	\$0.00
OPERATING TRANSFR IN Total	\$102,233.00	\$2,322,000.00	\$2,622,000.00	\$1,926,239.00
APPROPR FUND BALANCE				
APPROPRIATED FUND BALANCE	\$1,237,131.00	\$0.00	\$28,805.82	\$96,000.00
APPROPR FUND BALANCE Total	\$1,237,131.00	\$0.00	\$28,805.82	\$96,000.00
PARKING FACILITIES FUND Total	\$26,761,743.41	\$6,475,767.00	\$6,804,572.82	\$5,974,812.00
<i>Recycling & Trash Services Fund</i>				
RESTRICTED INTERGOV				
FEMA HOMELAND SECURITY	\$4,959.46	\$0.00	\$0.00	\$0.00
SOLID WASTE DISPOSAL TAX	\$92,255.70	\$92,000.00	\$92,000.00	\$91,000.00
RESTRICTED INTERGOV Total	\$97,215.16	\$92,000.00	\$92,000.00	\$91,000.00
CHARGES FOR SERVICE				
RECYCLING / SALES	\$41,135.97	\$45,000.00	\$45,000.00	\$57,500.00
REFUSE/BAG PURCHASE/DOWNTOWN	\$99,322.50	\$136,000.00	\$136,000.00	\$90,000.00
REFUSE COL/REFUSE-REV RECOVERY	\$3,428.92	\$16,000.00	\$16,000.00	\$2,000.00
REFUSE COLL/SW ACTIVATION FEE	\$112,724.94	\$119,000.00	\$119,000.00	\$109,000.00
REFUSE COLLECTION / SPECIAL	\$3,270.00	\$0.00	\$0.00	\$440.00
REFUSE COLLECTION/REGULAR	\$9,351,488.11	\$9,440,088.00	\$9,440,088.00	\$9,610,565.00
CHARGES FOR SERVICE Total	\$9,611,370.44	\$9,756,088.00	\$9,756,088.00	\$9,869,505.00
MISCELLANEOUS				
EQUIPMENT	\$761.00	\$0.00	\$0.00	\$0.00
OTHER REVENUE	\$4,758.00	\$6,860.00	\$6,860.00	\$0.00
WORKERS COMP	\$14,712.49	\$0.00	\$0.00	\$0.00
MISCELLANEOUS Total	\$20,231.49	\$6,860.00	\$6,860.00	\$0.00
INTEREST EARNINGS				
CHANGE IN VALUE OF INVESTMENT	-\$17,350.57	\$0.00	\$0.00	\$0.00
INTEREST ON INVESTMENTS	\$98,605.97	\$32,631.00	\$32,631.00	\$11,500.00
INTEREST EARNINGS Total	\$81,255.40	\$32,631.00	\$32,631.00	\$11,500.00
FINES & FORFEITS				
CIVIL CITATIONS	\$300.00	\$0.00	\$0.00	\$500.00
FINES & FORFEITS Total	\$300.00	\$0.00	\$0.00	\$500.00
OPERATING TRANSFR IN				
GENERAL FUND	\$29,866.00	\$29,866.00	\$29,866.00	\$38,366.00
OPERATING TRANSFR IN Total	\$29,866.00	\$29,866.00	\$29,866.00	\$38,366.00
APPROPR FUND BALANCE				
APPROPRIATED FUND BALANCE	\$0.00	\$106,000.00	\$498,097.00	\$1,117,143.00

Appropriations	FY20 Actual	FY21 Adopted	FY21 Adjusted	FY22 Adopted
APPROPR FUND BALANCE Total	\$0.00	\$106,000.00	\$498,097.00	\$1,117,143.00
SOLID WASTE MANAGEMENT FUND Total	\$9,840,238.49	\$10,023,445.00	\$10,415,542.00	\$11,128,014.00
<i>Stormwater Management Fund</i>				
RESTRICTED INTERGOV				
FEMA HOMELAND SECURITY	\$80,935.46	\$0.00	\$0.00	\$0.00
RESTRICTED INTERGOV Total	\$80,935.46	\$0.00	\$0.00	\$0.00
CHARGES FOR SERVICE				
CITY STREET STRMWTR FEE	\$2,839,062.00	\$2,939,139.00	\$2,939,139.00	\$3,042,744.00
NCDOT DRAINAGE MAINTENANCE	\$29,000.00	\$37,000.00	\$37,000.00	\$37,000.00
STORMWATER UTILITY FEE	\$9,541,590.71	\$9,825,988.00	\$9,825,988.00	\$9,660,407.00
STORMWTR REVENUE RECOVERY FEE	\$3,020.11	\$0.00	\$0.00	\$0.00
CHARGES FOR SERVICE Total	\$12,412,672.82	\$12,802,127.00	\$12,802,127.00	\$12,740,151.00
MISCELLANEOUS				
MATERIALS	\$2,371.40	\$0.00	\$0.00	\$0.00
MISCELLANEOUS Total	\$2,371.40	\$0.00	\$0.00	\$0.00
LICENSE FEE & PERMIT				
STORMWATER DISCHARGE	\$48,500.00	\$51,000.00	\$51,000.00	\$51,000.00
LICENSE FEE & PERMIT Total	\$48,500.00	\$51,000.00	\$51,000.00	\$51,000.00
INTEREST EARNINGS				
CHANGE IN VALUE OF INVESTMENT	-\$28,493.17	\$0.00	\$0.00	\$0.00
INTEREST ON INVESTMENTS	\$174,595.63	\$56,795.00	\$56,795.00	\$20,000.00
INTEREST EARNINGS Total	\$146,102.46	\$56,795.00	\$56,795.00	\$20,000.00
APPROPR FUND BALANCE				
APPROPRIATED FUND BALANCE	\$0.00	\$0.00	\$1,604,603.28	\$41,317.00
APPROPR FUND BALANCE Total	\$0.00	\$0.00	\$1,604,603.28	\$41,317.00
STORM WATER MANAGEMENT FUND Total	\$12,690,582.14	\$12,909,922.00	\$14,514,525.28	\$12,852,468.00

DETAILED AUTHORIZED POSITION LISTING

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted	
General Fund	CITY ATTORNEY	CITY ATTORNEY	ADMIN SPECIALIST - CITY ATTORNEY	1.00	1.00	1.00	
			ASSISTANT CITY ATTORNEY	3.00	3.00	3.00	
			ASSOCIATE CITY ATTORNEY	0.00	0.00	1.00	
			CITY ATTORNEY	1.00	1.00	1.00	
			DEPUTY CITY ATTORNEY	1.00	1.00	1.00	
			EXECUTIVE SUPPORT SPECIALIST	1.00	1.00	1.00	
			PARALEGAL	3.00	3.00	3.00	
			CITY ATTORNEY Total	10.00	10.00	11.00	
	CITY ATTORNEY Total	10.00	10.00	11.00			
	CITY CLERK	CITY CLERK	ASSISTANT CITY CLERK	1.00	1.00	1.00	
			CITY CLERK	1.00	1.00	1.00	
			DEPUTY CITY CLERK	1.00	1.00	1.00	
			CITY CLERK Total	3.00	3.00	3.00	
	CITY CLERK Total	3.00	3.00	3.00			
	CITY MANAGER	ADMINISTRATION	ASST TO CM FOR LEGIS & COMMUNITY AFFAIRS	1.00	1.00	1.00	
			CITY MANAGER	1.00	1.00	1.00	
			DEPUTY CITY MANAGER	2.00	2.00	2.00	
			EXEC ASST TO MAYOR & COUNCIL	1.00	1.00	1.00	
			EXECUTIVE STAFF ASSISTANT	1.00	1.00	1.00	
			EXECUTIVE SUPPORT SPECIALIST	1.00	1.00	1.00	
			ADMINISTRATION Total	7.00	7.00	7.00	
			BUDGET	BUDGET DIRECTOR	1.00	1.00	1.00
				BUDGET SPECIALIST	1.00	1.00	1.00
SR. BUDGET ANALYST				3.00	3.00	3.00	
BUDGET Total			5.00	5.00	5.00		
COMMUNICATIONS			COMMUNICATIONS DIRECTOR	1.00	1.00	1.00	
			COMMUNICATIONS SPECIALIST	1.00	0.00	0.00	
	DIGITAL ENGAGEMENT COORDINATOR	0.00	0.00	1.00			
	MARKETING COORDINATOR	1.00	1.00	1.00			
	MEDIA MANAGER	0.00	1.00	1.00			
COMMUNICATIONS Total	3.00	3.00	4.00				
DIVERSITY EQUITY & INCLUSION	DIVERSITY EQUITY AND INCLUSION MANAGER	0.00	0.00	1.00			

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			DIVERSITY EQUITY AND INCLUSION SPECIALIST	0.00	0.00	0.48
			DIVERSITY EQUITY & INCLUSION Total	0.00	0.00	1.48
	ECONOMIC DEVELOPMENT		ASSISTANT TO THE CITY MANAGER	1.00	1.00	1.00
			ECONOMIC DEVELOPMENT Total	1.00	1.00	1.00
	GOV TV		GTV PRODUCER/DIRECTOR	1.00	1.00	1.00
			GTV STATION MANAGER	1.00	1.00	1.00
			VIDEO PRODUCTION TECHNICIAN	1.00	1.00	1.00
			GOV TV Total	3.00	3.00	3.00
	INTERNAL AUDIT		CITY AUDITOR	1.00	1.00	1.00
			INTERNAL AUDIT Total	1.00	1.00	1.00
	RAIL REALIGNMENT		RAIL REALIGNMENT MANAGER	1.00	1.00	1.00
			RAIL REALIGNMENT Total	1.00	1.00	1.00
	CITY MANAGER Total			21.00	21.00	23.48
	COMMUNITY SERVICES	ADMINISTRATION	ADMIN SPECIALIST - COMMUNITY SERVICES	1.00	1.00	1.00
			ASSISTANT DIRECTOR OF COMMUNITY SERVICES	0.00	0.00	1.00
			DIRECTOR OF COMMUNITY SERVICE	1.00	1.00	1.00
			ADMINISTRATION Total	2.00	2.00	3.00
	CODE ENFORCEMENT		ADMIN TECHNICIAN - CODE ENFORCEMENT	1.00	1.00	2.00
			CHIEF CODE ENFORCEMENT OFFICER	1.00	1.00	1.00
			CODE ENFORCEMENT OFFICER	4.00	4.00	4.00
			CODE ENFORCEMENT Total	6.00	6.00	7.00
	INLAND GREENS		RECREATION COORDINATOR - INLAND GREENS	1.00	1.00	1.00
			SR. GROUNDS TECHNICIAN - LANDSCAPE	1.00	1.00	1.00
			INLAND GREENS Total	2.00	2.00	2.00
	PARKS & LANDSCAPE		ADMIN TECHNICIAN - PARKS AND LANDSCAPE	1.00	1.00	1.00
			FACILITIES CREW LEADER - PARKS	1.00	1.00	1.00
			FACILITIES TECHNICIAN - PARKS	2.00	2.00	2.00
			GROUNDS CREW LEADER	8.00	8.00	8.00
			GROUNDS TECHNICIAN	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			GROUNDS TECHNICIAN - LANDSCAPE	6.00	6.00	6.00
			GROUNDS TECHNICIAN - PARKS	5.00	5.00	7.00
			HORTICULTURIST	6.00	6.00	6.00
			LANDSCAPE SUPERVISOR	1.00	1.00	1.00
			PARK RANGER	0.00	0.00	1.00
			PARKS LANDSCP & FORESTRY MANAGER	1.00	0.00	0.00
			PARKS LANDSCP & FORESTRY SUPERINTENDENT	0.00	1.00	1.00
			PARKS SUPERVISOR	1.00	1.00	1.00
			SR. GROUND TECHNICIAN - LANDSCAPE	2.00	2.00	2.00
			SR. GROUND TECHNICIAN - PARKS	3.00	3.00	3.00
			SR. SMALL ENGINE MECHANIC	1.00	1.00	1.00
			PARKS & LANDSCAPE Total	39.00	39.00	42.00
	RECREATION		ADMIN SPECIALIST - RECREATION	1.00	1.00	1.00
			CONCESSIONS SUPERVISOR	1.00	1.00	1.00
			EVENT COORDINATION SPECIALIST	1.00	1.00	1.00
			FACILITIES MANAGER	1.00	1.00	1.00
			FOOD SERVICE ATTENDANT	1.48	1.48	0.37
			GROUNDS TECHNICIAN - ATHLETIC FIELDS	5.29	5.29	5.29
			GROUNDS TECHNICIAN - TENNIS	0.43	0.43	0.43
			PROGRAM SPEC-REC INTERVENTION	1.00	1.00	1.00
			RECREATION ASSISTANT - AMPHITHEATER	0.48	0.48	0.48
			RECREATION ASSISTANT - BOXING	1.00	1.00	1.00
			RECREATION ASSISTANT - DOCKS	0.96	0.96	0.96
			RECREATION ASSISTANT - FIT FOR FUN	0.23	0.23	0.23
			RECREATION ASSISTANT - INLAND GREENS	0.48	0.48	0.48
			RECREATION ASSISTANT - MAIDES	0.48	0.48	0.48

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			RECREATION ASSISTANT - MLK	1.68	1.68	1.68
			RECREATION ASSISTANT - TENNIS	0.96	0.96	0.96
			RECREATION ASSISTANT- HALYBURTON PARK	0.48	0.48	0.48
			RECREATION BUSINESS MANAGER	1.00	1.00	1.00
			RECREATION COORDINATOR	0.00	0.00	1.00
			RECREATION COORDINATOR - ATHLETICS	1.00	1.00	1.00
			RECREATION COORDINATOR - BOXING	1.00	1.00	1.00
			RECREATION COORDINATOR - FIT FOR FUN	0.88	0.88	0.88
			RECREATION COORDINATOR - MAIDES	1.00	1.00	1.00
			RECREATION COORDINATOR - MLK	1.48	1.48	1.48
			RECREATION COORDINATOR - SPECIAL NEEDS	1.00	1.00	1.00
			RECREATION MANAGER	1.00	1.00	1.00
			RECREATION MARKETING SPECLST	1.00	1.00	1.00
			RECREATION SPECIALIST - CONCESSIONS	0.96	0.96	0.96
			RECREATION SPECIALIST - DOCKS	0.48	0.48	0.48
			RECREATION SPECIALIST - FLOAT	0.88	0.88	1.61
			RECREATION SPECIALIST - HALYBURTON PARK	0.73	0.73	0.73
			RECREATION SPECIALIST - INLAND GREEN	0.96	0.96	0.96
			RECREATION SPECIALIST - MARKETING	0.73	0.73	0.73
			RECREATION SPECIALIST - SPECIAL NEEDS	0.48	0.48	0.48
			RECREATION SUPERVISOR - AMPHITHEATER	1.00	1.00	1.00
			RECREATION SUPERVISOR - ATHLETICS	1.00	1.00	1.00
			RECREATION SUPERVISOR - BOXING	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			RECREATION SUPERVISOR - DOCK INLAND GREENS	1.00	1.00	1.00
			RECREATION SUPERVISOR - FIT FOR FUN	1.00	1.00	1.00
			RECREATION SUPERVISOR - HALYBURTON PARK	1.00	1.00	1.00
			RECREATION SUPERVISOR - MAIDES	1.00	1.00	1.00
			RECREATION SUPERVISOR - MLK	1.00	1.00	1.00
			RECREATION SUPERVISOR - TENNIS	1.00	1.00	1.00
			SR. GROUNDS TECHNICIAN - ATHLETIC FIELDS	4.00	4.00	4.00
			RECREATION Total	46.53	46.53	47.15
		TREE MAINTENANCE	FORESTRY MANAGEMENT SUPV	1.00	1.00	1.00
			TREE CREW LEADER	3.00	3.00	3.00
			TREE CREW SUPERVISOR	1.00	1.00	1.00
			TREE TRIMMER	6.00	6.00	6.00
			TREE MAINTENANCE Total	11.00	11.00	11.00
			COMMUNITY SERVICES Total	106.53	106.53	112.15
	ENGINEERING	ENGINEERING	CITY ENGINEER	1.00	1.00	1.00
			CITY SURVEYOR	1.00	1.00	1.00
			CONSTRUCTION INSPECTOR	3.00	3.00	3.00
			CONSTRUCTION MANAGER	1.00	1.00	1.00
			CONTRACT ADMINISTRATOR	1.00	1.00	1.00
			DIVISION ENGINEER	1.00	1.00	1.00
			ENGINEERING TECH - PUB SRVS	1.00	1.00	1.00
			ENGINEERING TECHNOLOGY SPEC	1.00	1.00	1.00
			FISCAL SUPPORT SPECIALIST	1.00	1.00	1.00
			GIS ANALYST - ENGINEERING	1.00	1.00	1.00
			PLAN REVIEW ENGINEER	1.00	1.00	1.00
			PROJECT ENGINEER	2.00	2.00	2.00
			PROJECT MANAGER	5.00	5.00	6.00
			PROPERTY ACQUISITION SPEC	1.00	1.00	2.00
			QUALITY CONTROL TECHNICIAN	2.00	2.00	2.00
			SR. ENGINEERING TECH	1.00	1.00	1.00
			SR. PROJECT ENGINEER	1.00	1.00	1.00
			SR. PROJECT MANAGER	1.00	1.00	1.00
			STAFF ENGINEER	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			SURVEY CHIEF	3.00	3.00	3.00
			SURVEY PROJECT MANAGER	1.00	1.00	1.00
			SURVEY TECHNICIAN	2.00	2.00	2.00
		ENGINEERING Total		33.00	33.00	35.00
	ENGINEERING Total			33.00	33.00	35.00
	FINANCE	FINANCE	ACCOUNTANT - AP AND GENERAL	1.00	1.00	1.00
			ACCOUNTANT - FIXED ASSETS	1.00	1.00	1.00
			ACCOUNTANT - LEASES AND GENERAL	1.00	1.00	1.00
			ACCOUNTING MANAGER	1.00	1.00	1.00
			ACCOUNTING SPECIALIST	1.00	1.00	1.00
			ADMIN SPECIALIST - PURCHASING	1.00	1.00	1.00
			ADMIN TECHNICIAN - FINANCE	1.00	1.00	1.00
			ASSISTANT FINANCE DIR.- CONTROL	1.00	1.00	1.00
			ASSISTANT FINANCE DIR.- TREASUR	1.00	1.00	1.00
			BUYER	2.00	2.00	2.00
			COLLECTIONS OFCR/TAX COLLECTIO	1.00	1.00	1.00
			CONTRACT SPECIALIST	1.00	1.00	1.00
			CUSTOMER SERVICE MANAGER	1.00	1.00	1.00
			FINANCE DIRECTOR	1.00	1.00	1.00
			MAIL COURIER	1.00	1.00	1.00
			PAYROLL ACCOUNTANT	1.00	1.00	1.00
			PAYROLL MANAGER	1.00	1.00	1.00
			PAYROLL SPECIALIST	1.00	1.00	1.00
			PURCHASING MANAGER	1.00	1.00	1.00
			REPORTING ANALYST	2.00	2.00	2.00
			REVENUE SPECIALIST	4.00	4.00	4.00
			SR. ACCOUNTANT	1.00	1.00	2.00
			SR. CONTRACT SPECIALIST	0.00	0.00	1.00
		FINANCE Total		27.00	27.00	29.00
	FINANCE Total			27.00	27.00	29.00
	FIRE	ADMINISTRATION	ADMIN SPECIALIST - FIRE	1.00	1.00	1.00
			FIRE ADMINISTRATIVE SERVICES MANAGER	1.00	1.00	1.00
			FIRE CHIEF	1.00	1.00	1.00
			HUMAN RESOURCES TECHNICIAN - FIRE	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			PROJECT AND BUDGET ANALYST	1.00	1.00	1.00
			PUBLIC INFORMATION OFFICER - FIRE	1.00	1.00	1.00
			ADMINISTRATION Total	6.00	6.00	6.00
			COMMUNITY RISK REDUCT COMMUNITY RISK REDUCTION COORD	1.00	1.00	1.00
			FIRE INSPECTOR - PT	0.00	0.00	0.45
			FIRE LIFE SAFETY EDUCATOR	0.48	0.48	0.48
			COMMUNITY RISK REDUCT Total	1.48	1.48	1.93
			FLEET MAINTENANCE EMERGENCY VEHICLE TECH I	1.00	1.00	1.00
			EMERGENCY VEHICLE TECH II	1.00	1.00	1.00
			SERVICE/SHOP SUPERVISOR	1.00	1.00	1.00
			FLEET MAINTENANCE Total	3.00	3.00	3.00
			PREVENTION ADMIN ASSISTANT - FIRE	0.49	0.49	0.49
			ADMIN TECHNICIAN - FIRE	1.00	1.00	1.00
			BATTALION CHIEF - SPEC OPS	0.00	1.00	1.00
			FIRE BATTALION CHIEF	1.00	1.00	1.00
			FIRE CAPTAIN DAYSHIFT	2.00	2.00	2.00
			FIRE MASTER FIREFIGHTER DAY	5.00	4.00	4.00
			PREVENTION Total	9.49	9.49	9.49
			SUPPORT SERVICES ASSISTANT FIRE CHIEF - SUPPORT	1.00	1.00	1.00
			FIRE CAPTAIN DAYSHIFT	1.00	1.00	1.00
			FISCAL SUPPORT SPECIALIST - FIRE	1.00	1.00	1.00
			SR. DATA ANALYST - FIRE	1.00	1.00	1.00
			SUPPORT SERVICES Total	4.00	4.00	4.00
			SUPPRESSION ACCREDITATION SPECIALIST	0.48	0.48	0.48
			ASSISTANT FIRE CHIEF	1.00	0.00	0.00
			BATTALION CHIEF- HEALTH AND SFTY	1.00	1.00	1.00
			DEPUTY FIRE CHIEF	1.00	1.00	1.00
			FIRE ADMIN SUPPORT TECH	0.48	0.48	0.48
			FIRE BATTALION CHIEF	6.00	6.00	6.00
			FIRE CAPTAIN	48.00	48.00	48.00
			FIRE CAPTAIN DAYSHIFT	1.00	1.00	1.00
			FIRE EMS COORDINATOR	1.00	1.00	1.00
			FIRE MASTER FIREFIGHTER	47.00	48.00	48.00
			FIRE QUALITY ASSURANCE SPECIALIST	0.48	0.48	0.48
			FIREFIGHTER	87.00	87.00	87.00
			SUPPRESSION Total	194.44	194.44	194.44

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
		TRAINING	FIRE BATTALION CHIEF	1.00	1.00	1.00
			FIRE MASTER FIREFIGHTER DAY	2.00	2.00	2.00
			FIRE TRAINING SUPPORT SPECIALIST	1.00	1.00	1.00
		TRAINING Total		4.00	4.00	4.00
	FIRE Total			222.41	222.41	222.86
	HUMAN RESOURCES	HUMAN RESOURCES	ADMIN TECHNICIAN - HR	1.00	1.00	1.00
			ASSISTANT HUMAN RESOURCES DIRECTOR	1.00	1.00	1.00
			BENEFITS AND COMPENSATION MANAGER	1.00	1.00	1.00
			DATA ANALYST	1.00	1.00	1.00
			DIRECTOR OF HUMAN RESOURCES	1.00	1.00	1.00
			HUMAN RESOURCES ANALYST - BENEFITS	1.00	1.00	1.00
			HUMAN RESOURCES ANALYST - RECRUITING	1.00	1.00	1.00
			HUMAN RESOURCES TECHNICIAN	1.00	1.00	1.00
			SAFETY PROGRAMS MANAGER	1.00	1.00	1.00
			SR. HUMAN RESOURCE ANALYST - COMP AND CLASS	1.00	1.00	1.00
			SR. HUMAN RESOURCE ANALYST - ER AND LEARNING	1.00	1.00	1.00
		HUMAN RESOURCES Total		11.00	11.00	11.00
	HUMAN RESOURCES Total			11.00	11.00	11.00
	INFORMATION TECH	INFORMATION TECH	ASSISTANT IT DIRECTOR	1.00	1.00	1.00
			BUSINESS SYSTEMS ANALYST	4.00	2.00	2.00
			BUSINESS SYSTEMS MANAGER	0.00	2.00	2.00
			BUSINESS SYSTEMS PROJECT MANAGER	1.00	0.00	0.00
			CLIENT SERVICES MANAGER	1.00	1.00	1.00
			COMPUTER SUPPORT ANALYST	0.00	0.00	1.00
			COMPUTER SUPPORT SPECIALIST	3.00	3.00	3.00
			DIRECTOR OF INFORMATION TECH	1.00	1.00	1.00
			GIS ANALYST	2.00	2.00	2.00
			GIS ANALYST - STORMWATER	2.00	2.00	2.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			GIS MANAGER	1.00	1.00	1.00
			IT PROCUREMENT SPECIALIST	1.00	1.00	1.00
			NETWORK ADMINISTRATOR	2.00	2.00	2.00
			SR. BUSINESS SYSTEMS ANALYST	3.00	4.00	4.00
			SR. GIS MANAGER	1.00	1.00	1.00
			SR. NETWORK ADMINISTRATOR	1.00	1.00	2.00
			STORMWATER GIS MANAGER	1.00	1.00	1.00
			SYSTEMS ANALYST	1.00	1.00	1.00
			TECHNOLOGY SYSTEMS MANAGER	1.00	1.00	1.00
			INFORMATION TECH Total	27.00	27.00	29.00
			INFORMATION TECH Total	27.00	27.00	29.00
	PLANNING DEVELOPMENT & TRANSP	ADMINISTRATION	ADMIN SUPPORT SPECIALIST - PDT	1.00	1.00	1.00
			DIRECTOR OF PLAN, DEV,& TRANS	1.00	1.00	1.00
			ADMINISTRATION Total	2.00	2.00	2.00
		PLANNING	ADMIN SUPPORT SPECIALIST - PLANNING	1.00	1.00	1.00
			ADMIN TECHNICIAN - PLANNING	1.00	1.00	1.00
			ASSISTANT PLANNING DIRECTOR	1.00	1.00	1.00
			ASSOCIATE PLANNER - LONG RANGE	2.00	2.00	2.00
			ASSOCIATE PLANNER - PLAN REVIEW	3.00	3.00	3.00
			ASSOCIATE PLANNER - ZONING	2.00	2.00	2.00
			HISTORICAL PRESERVATION PLANNE	1.00	1.00	1.00
			PERMIT TECHNICIAN	1.00	1.00	1.00
			PLANNING COORDINATOR	1.00	1.00	1.00
			SR. PLANNER - LONG RANGE	1.00	1.00	1.00
			SR. PLANNER - PLAN REVIEW	1.00	1.00	1.00
			SR. ZONING OFFICER	1.00	1.00	1.00
			URBAN DESIGNER	1.00	1.00	1.00
			ZONING ADMINISTRATOR	1.00	1.00	1.00
			ZONING OFFICER	4.00	4.00	4.00
			PLANNING Total	22.00	22.00	22.00
		TRAFFIC	ADMIN SPECIALIST - TRAFFIC	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			CITY TRAFFIC ENGINEER	1.00	1.00	1.00
			INTELLIGENT TRANSPORTATION SYSTEMS (ITS) ENGINEER	0.00	1.00	1.00
			ITS MAINTENANCE SUPERVISOR	1.00	1.00	1.00
			ITS TECHNICIAN	4.00	4.00	4.00
			SIGNAL SYSTEM SPECIALIST	1.00	1.00	1.00
			SIGNAL SYSTEMS MANAGEMENT ENGINEER	1.00	0.00	0.00
			SIGNS & MARKINGS ENGINEER MGR	1.00	1.00	1.00
			SIGNS & MARKINGS SUPERVISOR	1.00	1.00	1.00
			SIGNS & MARKINGS TECHNICIAN I	3.00	3.00	3.00
			SIGNS & MARKINGS TECHNICIAN II	3.00	3.00	3.00
			SR. ITS TECHNICIAN	4.00	4.00	4.00
			SR. TRAFFIC ENG TECH	2.00	2.00	2.00
			TRAFFIC SIGNS FABRICATOR	1.00	1.00	1.00
			TRAFFIC Total	24.00	24.00	24.00
			PLANNING DEVELOPMENT & TRANSP Total	48.00	48.00	48.00
	POLICE	ADMIN SUPPORT	ADMIN TECHNICIAN - WPD FRONT DESK	1.00	1.00	1.00
			CODE ENFORCEMENT OFFICER	1.00	1.00	1.00
			FACILITIES TECHNICIAN - POLICE	1.00	1.00	1.00
			FISCAL SUPPORT SPECIALIST - POLICE	1.00	1.00	1.00
			HOUSEKEEPER - POLICE	4.00	4.00	4.00
			POLICE ADMIN PROGRAM MANAGER	1.00	1.00	1.00
			POLICE ADMIN SUPERVISOR - FRONT DESK	1.00	1.00	1.00
			POLICE ADMIN SUPERVISOR - PROPERTY AND EVIDENCE	1.00	1.00	1.00
			POLICE ADMIN SUPERVISOR - RECORDS	1.00	1.00	1.00
			POLICE CADET	3.64	3.64	3.64
			POLICE CAPTAIN	1.00	1.00	1.00
			POLICE HR ADMIN	1.00	1.00	1.00
			POLICE NCIC SPECIALIST	6.00	6.00	6.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			POLICE OUTSIDE CONTRACTS SPECIALIST	1.00	1.00	1.00
			POLICE PROPERTY TECHNICIAN	3.00	3.00	3.00
			POLICE QUARTERMASTER	1.00	1.00	1.00
			POLICE RECORDS CLERK	6.00	5.00	5.00
			SENIOR POLICE RECORDS SPECIALIST	0.00	1.00	1.00
			SR. POLICE PROPERTY TECHNICIAN	1.00	1.00	1.00
			ADMIN SUPPORT Total	35.64	35.64	35.64
	INVESTIGATIVE BUREAU		ADMIN SPECIALIST - POLICE CID	1.00	1.00	1.00
			CRIME SCENE TECHNICIAN	8.00	8.00	8.00
			CRIME SCENE UNIT SUPERVISOR	1.00	1.00	1.00
			POLICE CAPTAIN	1.00	1.00	1.00
			POLICE CORPORAL	10.00	9.00	9.00
			POLICE LIEUTENANT	1.00	1.00	1.00
			POLICE OFFICER	17.00	18.00	18.00
			POLICE SERGEANT	3.00	4.00	4.00
			SOCIAL WORKER	1.00	1.00	1.00
			INVESTIGATIVE BUREAU Total	43.00	44.00	44.00
	OFFICE OF THE CHIEF		ADMIN SPECIALIST - POLICE PUBLIC AFFAIRS	1.00	1.00	1.00
			ADMIN TECHNICIAN - POLICE IA	2.00	1.00	1.00
			ASSISTANT POLICE CHIEF	1.00	1.00	1.00
			COMMUNICATIONS SPECIALIST - POLICE	1.00	1.00	1.00
			CRIME PREVENTION SPECIALIST	1.00	1.00	1.00
			DEPUTY POLICE CHIEF	2.00	2.00	2.00
			EXECUTIVE STAFF ASSISTANT	1.00	1.00	1.00
			POLICE CHIEF	1.00	1.00	1.00
			POLICE COMM RELATIONS/PUB INFO	1.00	0.00	0.00
			POLICE CORPORAL	0.00	2.00	2.00
			POLICE CRIMINAL INTELL ANALYST	1.00	0.00	0.00
			POLICE LIEUTENANT	1.00	3.00	3.00
			POLICE OFFICER	1.00	1.00	1.00
			POLICE SERGEANT	2.00	2.00	2.00
			OFFICE OF THE CHIEF Total	16.00	17.00	17.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
		PLANNING & RESEARCH	ADMIN SPECIALIST - POLICE PLANNING AND RESEARCH	1.00	1.00	1.00
			POLICE ADMIN SUPERVISOR	0.00	1.00	1.00
			POLICE BACKGROUND INVESTIGATOR	2.00	2.00	2.00
			POLICE CAPTAIN	0.00	1.00	1.00
			POLICE CORPORAL	4.00	6.00	6.00
			POLICE CRIMINAL INTELL ANALYST	5.00	6.00	6.00
			POLICE LIEUTENANT	2.00	1.00	1.00
			POLICE OFFICER	8.00	3.00	3.00
			POLICE SERGEANT	2.00	2.00	2.00
			POLICE TRAINING COORDINATOR	2.00	2.00	2.00
			SIMULATOR/TRAINING TECHNICIAN	0.00	1.00	1.00
			SR. DATA ANALYST - POLICE	1.00	1.00	1.00
			STING CENTER AND GRANTS MGR	1.00	0.00	0.00
		PLANNING & RESEARCH Total		28.00	27.00	27.00
		SPECIAL OPERATIONS	ADMIN SPECIALIST - POLICE SPECIAL OPS	1.00	1.00	1.00
			POLICE CAPTAIN	1.00	1.00	1.00
			POLICE CORPORAL	9.00	9.00	9.00
			POLICE LIEUTENANT	1.00	1.00	1.00
			POLICE OFFICER	17.00	22.00	22.00
			POLICE SERGEANT	5.00	5.00	5.00
			TRAFFIC INVESTIGATOR	2.00	6.00	6.00
		SPECIAL OPERATIONS Total		36.00	45.00	45.00
		UNIFORM PATROL	ADMIN SPECIALIST - POLICE UNIFORM PATROL	1.00	1.00	1.00
			ADMIN TECHNICIAN - POLICE UNIFORM PATROL	0.00	1.00	1.00
			COURT LIAISON	1.00	1.00	1.00
			POLICE CAPTAIN	2.00	1.00	1.00
			POLICE CORPORAL	27.00	27.00	27.00
			POLICE LIEUTENANT	3.00	3.00	3.00
			POLICE LIEUTENANT - PATROL	4.00	4.00	4.00
			POLICE OFFICER	111.00	107.00	107.00
			POLICE SERGEANT	13.00	12.00	12.00
		UNIFORM PATROL Total		162.00	157.00	157.00
		VICE/NARCOTICS ENFORCEMENT	ADMIN SPECIALIST - POLICE SID	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			POLICE CAPTAIN	1.00	1.00	1.00
			POLICE CORPORAL	8.00	5.00	5.00
			POLICE LIEUTENANT	1.00	1.00	1.00
			POLICE OFFICER	15.00	14.00	14.00
			POLICE SERGEANT	4.00	4.00	4.00
			VICE/NARCOTICS ENFORCEMENT Total	30.00	26.00	26.00
	POLICE Total			350.64	351.64	351.64
	PUBLIC SERVICES	ADMINISTRATION	BUSINESS & EMP DEVELOPMENT MGR	1.00	1.00	1.00
			DEPT. SAFETY & TRAINING SPEC	1.00	1.00	1.00
			DIRECTOR OF PUBLIC SERVICES	1.00	1.00	1.00
			PUBLIC SERVICES COMPLIANCE OFFICER	2.00	2.00	2.00
			SUSTAINABILITY PROJECT MANAGER	1.00	1.00	1.00
			ADMINISTRATION Total	6.00	6.00	6.00
		BUILDINGS	ADMIN TECHNICIAN - BUILDINGS	1.00	1.00	1.00
			BUILDINGS & FACILITIES SUPT	1.00	1.00	1.00
			FACILITIES CREW LEADER - BUILDINGS	1.00	1.00	1.00
			FACILITIES PROJECT COORDINATOR	1.00	1.00	1.00
			FACILITIES SPECIALIST	4.00	4.00	4.00
			FACILITIES TECHNICIAN - BUILDINGS	1.00	1.00	1.00
			HOUSEKEEPER - BUILDINGS	1.00	1.00	1.00
			SR. FACILITIES SPECIALIST	1.00	1.00	1.00
			BUILDINGS Total	11.00	11.00	11.00
		STREETS	CONSTRUCTION CREW LEADER	5.00	5.00	5.00
			CONSTRUCTION SUPERVISOR	2.00	2.00	2.00
			EQUIPMENT OPERATOR	4.00	4.00	4.00
			FISCAL SUPPORT SPECIALIST	1.00	1.00	1.00
			HEAVY EQUIPMENT OPERATOR	1.00	1.00	1.00
			PUBLIC SERVICES FIELD OPERATIONS MANAGER	1.00	1.00	1.00
			SR. CONSTRUCTION WORKER	10.00	10.00	10.00
			STREETS Total	24.00	24.00	24.00
	PUBLIC SERVICES Total			41.00	41.00	41.00
General Fund Total				900.58	901.58	917.13

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
Fleet Fund	FINANCE	FLEET	ADMIN TECHNICIAN - FLEET	1.00	1.00	1.00
			ASSISTANT FLEET MANAGER	1.00	1.00	1.00
			AUTO/EQUIP MECHANIC HEAVY	5.00	5.00	5.00
			AUTO/EQUIP MECHANIC LIGHT	4.00	4.00	4.00
			FISCAL SUPPORT SPECIALIST - FLEET	1.00	1.00	1.00
			FLEET MANAGER	1.00	1.00	1.00
			FLEET Total	13.00	13.00	13.00
	FINANCE Total		13.00	13.00	13.00	
Fleet Fund Total			13.00	13.00	13.00	
Golf Fund	COMMUNITY SERVICES	GOLF	ASSISTANT GOLF COURSE SUPT	1.00	1.00	1.00
			GOLF COURSE MANAGER	1.00	1.00	1.00
			GOLF COURSE SUPERINTENDENT	1.00	1.00	1.00
			RECREATION ASSISTANT - GOLF	2.00	2.00	2.00
			RECREATION COORDINATOR - GOLF	1.00	1.00	1.00
			STARTER/MARSHALL	1.92	1.92	1.92
			TURF GRASS TECHNICIAN	1.00	1.00	1.00
			TURF GRASS WORKER	4.00	4.00	4.00
	GOLF Total	12.92	12.92	12.92		
	COMMUNITY SERVICES Total	12.92	12.92	12.92		
Golf Fund Total			12.92	12.92	12.92	
Stormwater Fund	CITY MANAGER	PARKING	ASSISTANT PARKING MANAGER	1.00	1.00	1.00
			FISCAL SUPPORT SPECIALIST	1.00	1.00	1.00
			PARKING MANAGER	1.00	1.00	1.00
		PARKING Total	3.00	3.00	3.00	
		CITY MANAGER Total	3.00	3.00	3.00	
	PUBLIC SERVICES	STORMWATER ENGINEERING	ENGINEERING TECHNICIAN	1.00	1.00	1.00
			PUBLIC SERVICES CONSTRUCTION MANAGER	1.00	1.00	1.00
			QUALITY CONTROL TECHNICIAN	2.00	2.00	2.00
SR. PROJECT ENGINEER			1.00	1.00	1.00	
SR. STORMWATER WORKER			1.00	1.00	1.00	
	STORMWATER ENGINEERING Total	7.00	7.00	7.00		

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
		STORMWATER MAINTENANCE	ADMIN SUPERVISOR - STORMWATER	1.00	1.00	1.00
			ADMINISTRATIVE ASSISTANT	0.00	0.00	0.48
			HEAVY EQUIPMENT OPERATOR - STORMWATER	1.00	1.00	2.00
			SR. SMALL ENGINE MECHANIC	1.00	1.00	1.00
			SR. STORMWATER WORKER	19.00	19.00	15.00
			SR. STORMWATER WORKER - PT	0.00	0.00	0.48
			STORMWATER CREW LEADER	5.00	5.00	5.00
			STORMWATER OPERATOR	13.00	13.00	17.00
			STORMWATER SUPERVISOR	4.00	4.00	4.00
			STORMWATER WORKER	6.00	6.00	3.00
		STORMWATER MAINTENANCE Total		50.00	50.00	48.96
		STORMWATER SERVICES	ADMIN TECHNICIAN - STORMWATER	1.00	1.00	1.00
			STORMWATER EDUC PROG MANAGER	1.00	1.00	1.00
			STORMWATER SPECIALIST	1.00	1.00	1.00
			STORMWATER SVC. MANAGER	1.00	1.00	1.00
			WATERSHED COORDINATOR	1.00	1.00	1.00
		STORMWATER SERVICES Total		5.00	5.00	5.00
	PUBLIC SERVICES Total			62.00	62.00	60.96
Stormwater Fund Total				65.00	65.00	63.96
Special Purpose Fund	COMMUNITY SERVICES	COMMUNITY DEVELOPMENT	LEAD HAZARD GRANT COORDINATOR	1.00	1.00	1.00
		COMMUNITY DEVELOPMENT Total		1.00	1.00	1.00
	COMMUNITY SERVICES Total			1.00	1.00	1.00
	POLICE	PUBLIC SAFETY	POLICE COMM PILOT/WARRANT OFFI	1.00	1.00	1.00
			POLICE LEAD PILOT	1.00	1.00	1.00
		PUBLIC SAFETY Total		2.00	2.00	2.00
	POLICE Total			2.00	2.00	2.00
	WILM METROPOLITAN PLANNING ORG	WMPO	ADMINISTRATIVE SUPPORT SPECIALIST	0.00	0.00	1.00
			ASSOCIATE PLANNER - MPO	4.00	4.00	4.00
			DEPUTY TRANSPORTATION PLANNING MANAGER	1.00	1.00	1.00
			GIS ANALYST - MPO	1.00	1.00	1.00
			PROJECT MANAGER - MPO	1.00	1.00	1.00
			SR. ACCOUNTANT - MPO	1.00	1.00	1.00
			TRAFFIC COUNTER - MPO	1.00	1.00	1.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			TRANSPORTATION PLANNING ENGINEER - MPO	1.00	1.00	1.00
			TRANSPORTATION PLANNING MGR - MPO	1.00	1.00	1.00
		WMPO Total		11.00	11.00	12.00
	WILM METROPOLITAN PLANNING ORG Total			11.00	11.00	12.00
Special Purpose Fund Total				14.00	14.00	15.00
CD/HM Admin Fund	COMMUNITY SERVICES	COMMUNITY DEVELOPMENT	COMM DEV ANALYST COMPLIANCE	1.00	1.00	1.00
			COMM DEV AND HOUSING PLANNER	1.00	1.00	1.00
			COMMUNITY DEV SPECIALIST	1.00	1.00	1.00
		COMMUNITY DEVELOPMENT Total		3.00	3.00	3.00
		HOUSING	ADMIN TECHNICIAN - HOUSING	1.00	1.00	1.00
			COMM DEV ANALYST COMPLIANCE	1.00	1.00	1.00
			SR. HOUSING REHAB TECHNICIAN	1.00	1.00	1.00
		HOUSING Total		3.00	3.00	3.00
	COMMUNITY SERVICES Total			6.00	6.00	6.00
	FINANCE	FINANCE	ACCOUNTANT - AR AND LOANS	1.00	1.00	1.00
			FISCAL SUPPORT TECHNICIAN	0.96	0.96	0.96
			SR. ACCOUNTANT	1.00	1.00	1.00
		FINANCE Total		2.96	2.96	2.96
	FINANCE Total			2.96	2.96	2.96
CD/HM Admin Fund Total				8.96	8.96	8.96
Recycling & Trash Services Fund	PUBLIC SERVICES	RTS - ADMINISTRATION	ADMIN TECHNICIAN - RECYCLING AND TRASH	3.00	3.00	3.00
			RECYCLING AND TRASH CREW LEADER	1.00	1.00	1.00
			RECYCLING AND TRASH MANAGER - ADMINISTRATION	1.00	1.00	1.00
			SUPT OF RECYCLING AND TRASH	1.00	1.00	1.00
		RTS - ADMINISTRATION Total		6.00	6.00	6.00
		RTS - BULKY/METAL COLLECT	RECYCLING AND TRASH CREW LEADER	1.00	1.00	1.00
			RECYCLING AND TRASH OPERATOR	4.00	5.00	5.00

Fund Des	Department	Division	Position Desc	FY21 Adopted	FY21 Adjusted	FY22 Adopted
			RECYCLING AND TRASH WORKER	2.00	2.00	2.00
		RTS - BULKY/METAL COLLECT Total		7.00	8.00	8.00
		RTS - CUSTOMER REFUSE	RECYCLING AND TRASH MANAGER	1.00	1.00	1.00
			RECYCLING AND TRASH OPERATOR	19.00	18.00	18.00
			RECYCLING AND TRASH WORKER	8.00	8.00	8.00
		RTS - CUSTOMER REFUSE Total		28.00	27.00	27.00
		RTS - DOWNTOWN COLLECT	RECYCLING AND TRASH CREW LEADER DOWN	2.00	2.00	2.00
			RECYCLING AND TRASH MANAGER - DOWNTOWN	1.00	1.00	1.00
			RECYCLING AND TRASH OPERATOR DOWNTOWN	8.00	8.00	8.00
		RTS - DOWNTOWN COLLECT Total		11.00	11.00	11.00
		RTS - RECYCLING	RECYCLING AND TRASH CREW LEADER	2.00	2.00	2.00
			RECYCLING AND TRASH OPERATOR	4.00	3.00	3.00
		RTS - RECYCLING Total		6.00	5.00	5.00
		RTS - YARD WASTE	RECYCLING AND TRASH CREW LEADER	0.00	0.00	1.00
			RECYCLING AND TRASH MANAGER	1.00	1.00	1.00
			RECYCLING AND TRASH OPERATOR	11.00	12.00	11.00
			RECYCLING AND TRASH WORKER	5.00	5.00	5.00
		RTS - YARD WASTE Total		17.00	18.00	18.00
	PUBLIC SERVICES Total			75.00	75.00	75.00
Recycling & Trash Services Fund Total				75.00	75.00	75.00
Grand Total				1089.46	1090.46	1105.97

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 \$5,000.

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 four enterprise funds: Golf Course Fund, Parking Facilities Fund, Solid Waste Management Fund, Stormwater Management 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.

Municipal Service District (MSD) – a service district is a defined area within a municipality or county in which the unit’s governing board levies an additional property tax in order to provide extra services to the residents or properties in the district.

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.

NCLGBA – North Carolina Local Government Budget Association.

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.

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.