



# **Town of Ocean View**

## **Proposed FY 2023 Operating, 5-year Capital Improvement Plan and Water System Budget**



**Proposed version**

Last updated 02/03/22





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# INTRODUCTION

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## **Town of Ocean View, Delaware**



**February 03, 2022**

### **Ocean View Administrative Offices**

201 Central Avenue  
Ocean View, Delaware 19970  
(302) 539-9797  
[www.oceanviewde.gov](http://www.oceanviewde.gov)

### **Ocean View Town Council**

John Reddington, Mayor  
Bruce White, Council Member, District 1  
Frank Twardzik, Council Member, District 2  
Thomas A. Maly, Mayor Pro-Tem & Council Member District 3  
Don Walsh, Council Member, District 4

### **Ocean View Town Administration**

Carol S. Houck, Town Manager  
Kenneth McLaughlin, Chief of Police  
Dawn Mitchell Parks, Finance Director  
Ken Cimino, Planning, Zoning & Development Director  
Donna Schwartz, Town Clerk





## Fiscal Year 2023 Budget Message

February 3, 2022

Honorable Mayor and Council,

On behalf of the Administrative and Financial Divisions of the Town of Ocean View, with support from all departmental teams, we are pleased to submit our proposed FY2023 Budget for your consideration. This document represents the Town's financial plan for the next fiscal year, including an Operating Budget, five-year Capital Improvement Program and Water Utility budget. The overall budget, as presented, takes into consideration forecasting efforts, the outcome of our recent Town wide reassessment, information identified during our 10-year Comprehensive Development Plan update, direction and feedback from Mayor and Council, planned infrastructure projects, and emerging initiatives. We have attempted to position our community so that we can address near and longer-term needs as well as react to changing revenue trends while maintaining a high level of service delivery.

Calendar year 2021 continued to require our organization, state, and country to address the ongoing Covid-19 pandemic. Having fared well during the 1<sup>st</sup> full year of the pandemic, Ocean View was well prepared to address new surges and maintain a high level of responsiveness to our residents, businesses, governmental counterparts, and consultants. Our employees continued, when necessary, to work from home, fully able to respond to calls for service and information. Their commitment enabled Ocean View to successfully navigate times of employee or family illness with an eye towards office safety. I commend our employees as they were all back in the office working by June of 2020. In addition, our Police Department employees never failed to continue their necessary engagement with the public on a daily basis as did the Public Works and Code Enforcement division and other areas of our organization as necessary.

The FY2023 Budget as presented herein represents a total Operating Budget of \$5,522,870 and Capital Program totaling \$2,001,850.

Some highlights from the past year include:

- Continued our Pedestrian Safety Committee engagement along with four other area towns that is focused on delivering a consistent message/approach to pedestrian safety.
- Successfully advertised the West Avenue Streetscape project. Construction of this project commenced in early February 2022, and it is the first phase of the Town's pedestrian connectivity initiative providing a safe way to walk to our popular Town Park. Successfully completed the design of the second and third phases of our pedestrian connectivity initiative to construct sidewalks from the Assawoman Canal to and along Woodland Avenue.



- Enjoyed very **strong community support for our Community events** having attracted families, neighbors, and friends to John West Park for family friendly outdoor programs and entertainment.
- **4 Stormwater and roadway safety improvements** were completed.
- Successful recruitment of one new Police Officer and one Certified Police Officer.
- Added a vestibule to the main entrance of our Administrative building.
- The Ocean View Police Department **secured Grant funding totaling \$231,402.81.**
- The Ocean View **Police Department volunteers logged 1,925 hours in 2021.**
- 196 residence checks, 811 business checks and were conducted by our Police Department.
- **Over 1345 hours of Police in-service training** were completed by our officers.
- The Town's 10 year Comprehensive Plan update was approved in early 2021 and received the **2020 American Planning Association Small Town Award** in late 2021. The award is presented to an **outstanding Comprehensive Plan** that addressed the development of a neighborhood, community, county, or region. Ocean View's success in receiving the award was its **high level of community engagement** opportunities provided to obtain feedback and input as well as the Town's commitment to the Plan, having already begun work on some of the recommendations. This achievement was followed in November 2021 by the announcement that the State of Delaware's local chapter of the National Planning Association **awarded Ocean View's 2020 Comprehensive Plan update its 2021 Outstanding Planning Project.**
- Ocean View also earned an **Unmodified Opinion** for its year end 4/30/2021 Audit performed by an independent audit firm. **An unmodified opinion is the highest level a Town can achieve.**
- Ocean View **successfully negotiated** the purchase of property (33 West Ave) across the street from its John West Park and Community Center and plans to develop the property for additional parking in FY23.
- Exercise equipment was added to the walking trail at John West Park highlighting our commitment to a **healthy community initiative.**
- The Ocean View Police Department was honored to receive both the **2020 and 2021 Gold Level Recognition for Excellence in Policy Development and Police Officer Training.**
- Chief Kenneth McLaughlin was recently voted the **Best Public Safety Official in Sussex County** by the readers of Coastal Style Magazine!
- We note the completion of 3 projects aimed at **improving and expanding our communication options.** Between 2020 and 2021 the Town **upgraded its website** to provide a more attractive and user friendly option, it changed its domain from .com to .gov to provide improved awareness and security for the site and **launched a government access channel** for residents named OVTV (Channels 78 & 818) to provide ease of awareness of Town initiatives and information.
- The Town's record of being named the safest place to live in Delaware has continued, highlighting the Town's **commitment to public safety**, and remaining a favorable place to do business, vacation and live!



- **Effective partnership building** has resulted in the development of a home bocce court for Special Olympics Delaware's Sussex County team at John West Park. The project design now having been completed will be primarily funded by our partner Natelli Communities, LP. The project and the Natelli company interest in supporting it stem from the **long term engagement and support provided to Special Olympics Delaware by the Ocean View Police Department.**
- **Increased partnership with Ocean View Historic Society and the Coastal Town's Museum located in Town** has resulted in numerous historic structures and the accompanying stories and artifact being available to the public including the recently completed replica of Hall's store that held its ribbon cutting during our 2021 Old Town Holiday Market event.
- A 2021 partnership with DelDOT and the Salt Air Gardeners Club will result in the **development of a Blue Star Memorial** beautification site along Atlantic Avenue in Ocean View honoring all who served our country.

Thank you to the Mayor and Council, Town employees and boards and commissions for their dedication that allowed Ocean View to have accomplished so much during this past year.



In summary, the highlights of the Proposed FY2023 General Operating Budget include:

### **Basic Budget Objectives**

- Annual operating revenues shall cover annual operating expenses within a balanced budget. The Operating Budget can be found in **Section 2, General Fund**.
- Maintain cash holdings equal to **at least two-months operational costs** for the start of the next fiscal year without relying on state or federal grants. We have traditionally identified this funding from our Unassigned Fund Balance. As currently proposed, this Unassigned Fund Balance Objective requires \$731,128 with the projected availability of \$2,623,944. **Section 1, Budget Highlights & Assumptions**.
- **Manage the condition of existing Town sidewalks** based on the recommendations of the consulting Town engineer and our 2016 ADA Right-Of-Way Transition Plan (moved in FY19 to the Operating Budget). This plan is 75% completed with Savannah's Landing remaining, our largest commitment to date and funded from the Operating Budget at \$300,000 for FY2023.
- Transfer Taxes. We continue to recognize the **importance of limiting our Town's dependence on transfer taxes for operational expenses in the FY2023 Budget** in alignment with the direction of the Mayor and Council. This Budget continues to utilize transfer tax revenues to support the following trust funds:
  - Capital Reserve Trust Fund (CRTF** -12.5% of each month's transfer taxes realized); the
  - Street Repair and Replacement Trust Fund (SRRTF** - 25% of each month's transfer taxes realized); and the
  - Emergency Reserve Trust Fund (ERTF** – 20% of Operating Budget as adopted).
- **Fund the Emergency Reserve Trust Fund (ERTF)** at 20% of the current years' operating budget. This was to be accomplished by FY2022 as required by Ordinance 339, adopted in May of 2017, however the Town accomplished this goal ahead of schedule for the FY2019 adopted budget and continued each year since with the full value totaling \$1,104,574 in the FY2023 Budget.

The ERTF is funded by excess transfer tax revenue not transferred during a fiscal year to the CRTF or the SRRTF as noted above. More specifically, we budget for the difference between what remains in the ERTF from the previous year(s) and the current budget year's 20% calculation. The current budgeted difference required for FY2023 is therefore \$132,610. **Section 3, Other Funding Sources**.



### Additional Transfer Tax Commentary:

Excess Transfer Tax Revenues, over what is budgeted for each Trust Fund as noted above and not needed to reach the ERTF 20% is added to the SRRTF. This last piece is important as while it might seem like a good plan to utilize these funds to address future revenue limitations, we are reluctant to recommend this in relationship to our infrastructure funding needs on the horizon.

As in the past, our out year review shows us that our option to complete micro surfacing projects (less expensive) will continue to decrease while our full street repair projects (more costly) will be increasing. In addition, our sidewalk connectivity projects are crucial to our walkability and connectivity desires and are also funded out of the SRRTF. This differs from the maintenance of existing sidewalks that is completed with general fund revenue.

Focusing on fiscal responsibility, we share that if transfer tax revenue declines as expected when new home sales slow, it may be necessary to utilize/include general fund revenues to support the above noted trust funds in out-year budgets. It is certainly not known when the current robust housing market will change, therefore conservative estimates are prudent.

For all of the above reasons, our Transfer Tax Revenue assumptions are conservative, and out-year trends will need to be closely monitored. Success from the efforts of the Town to:

- maintain/improve livability,
- family friendliness,
- high levels of responsiveness,
- focus on safety/community policing,
- cleanliness,
- well maintained streets/infrastructure,
- support a strong business climate,
- well planned, and executed community events and
- public engagement, etc.,

may help improve our outlook by maintaining residential property values and increasing the number of successful businesses along State Rt 26, our primary business corridor.

- The Town's Capital Assets shall be maintained in good repair with the benefit of funding from the Capital Reserve Trust Fund (CRTF). The CRTF is supported by the regularly updated Capital Reserve Study (most recently accepted by Mayor and Council in April of 2019). The FY2023 Reserve Funding requirement is \$131,335. The Capital Reserve Trust Fund Balance after accounting for FY2023 projects will remain at approximately \$1,040,635. The CRTF details are part of the Capital



Improvement Program (CIP) and can be found in **Section 3, Other Funding Sources.**

- Succession Planning. The management staff and I discuss our organizations succession planning at least annually and expect that certain key positions may turnover in 2 to 4 years, absent any special circumstances. Certain areas such as Planning have existing staff that are being exposed/trained with the idea of possibly providing an in-house opportunity to fill a position. Other areas such as IT support, and community events, possibly Public Works and Finance will likely require additional staffing and/or increased outsourcing, depending on the job market at the time and the skill set of new hires. Certainly, budget considerations in relationship to wage ranges necessary to attract highly skilled employees will need to take place.

### **Key Budget Assumptions**

- In consideration of the outcome of the full Town Reassessment that has recently been completed in accordance with our Town Charter, we have determined the 1 cent tax rate increase expected to be necessary for FY23 when adopting the FY22 budget **will not be necessary. In fact, we recommend and have included a 3 cent (11%) tax rate reduction in this budget as presented for FY23.** If the FY2023 Budget is adopted with the proposed 3 cent tax rate reduction the tax rate per \$100 assessed value **will change from .2678 to .2378** and will be reflected in our May 2022 Real Estate tax billing.

Our revenues reflect the anticipated Transfer Tax and new construction permit revenue declines and tempers our outlook for Gross Revenue Receipt Taxes. With that said **we feel confident that a 3 cent tax rate decrease will maintain the appropriate revenue necessary for operations.** The impact of the total reassessment and a 3 cent tax rate decrease will vary between properties. By the time the FY23 Budget is approved, all informal and formal appeals of our published property assessment roles will have been completed. We make this recommendation for a tax rate reduction based on the current level of informal appeals that have already been addressed by the Town's assessor.

- The State of Delaware's FY2022 Budget year funded **Municipal Street Aid** (MSA) to Ocean View at \$113,928. We have conservatively assumed funding of (\$115,000) for FY2023 in association with our slight increase in miles of roadway.
- There has been no recent discussion on the State level to our knowledge regarding any reduction to the 1.5% Transfer Tax currently allocated to local municipalities. Any changes to this allocation would impact our ability to fund our Trusts as noted above. As in the past, any such action would see strong opposition from the League of Local Governments of which we participate and enjoy membership.





- **New construction permitting** is again expected to see a further reduction in the next few years and this trend is recognized in this proposed budget. This draft FY2023 budget anticipates 40 permits for new home construction compared to 86 in FY2021 and 186 in FY2020. Our FY2022 new home permit count reached 15 as of December 2021, with four months remaining.
- **Town owned streets** (26.21 total miles – up 3.14 since last year) **will be maintained** through the continuation of our annual paving maintenance program as recommended by the Town’s consulting engineer with guidance from a regularly updated pavement management study. The study was most recently completed in December 2021. Funding for this work is available from the Street Repair and Replacement Trust Fund (SRRTF). Street Funds are accounted for in the Operating Budget. A listing of the locations for improvement in FY2023 can be found in **Section 1, Budget Highlights & Assumptions.**
- **Impact Fees** – there are various components to how Impact Fees are disbursed and what they fund. Impact fees are collected from **new construction permits** at \$1,936 of which \$1,436 is sent to the General Fund to support our Police Department operations. The remaining \$500 from **new construction permits** plus .5% of each **regular (existing properties) building permits** are transferred to the Emergency Services Enhancement Fund (ESEF).

Additional Impact Fee Commentary:

- The Emergency Service Enhancement Fund (ESEF) is the fund that supports our annual grant to the Millville Volunteer Fire Company. New revenue to this fund is forecasted to total \$105,000 in FY2023. This is a reduction of over \$15,000 from the FY2022 Budgeted forecast based on current new construction and regular building permit expectations. Additionally, while having budgeted conservatively, our early forecast for how we will end FY2022 suggests we will not hit Impact fee budget figures. This in turn effects ESEF.
- Regardless, the Impact Fee funding sources (primarily new construction) for ESEF (to Millville Fire Co. and that help support the Ocean View Police Department operations) will be reducing in relationship to a decline of new construction permits going forward.
- The ESEF balance after the FY2023 grant to the Millville Fire Company (maintained at \$80,000 in this proposed budget) will be approximately \$972,227. If left accruing, we likely have 12 years at this current level of funding.
- **Emerging Projects Fund:** We have included this fund in association with various projects and initiatives that have evolved out of need or that have been identified following our Comprehensive Plan Update. Seed funding for 6 currently known emerging projects has been earmarked at \$121,970. This is down from 7 last year as



we have removed the summer weekend shuttle pilot in relationship to it's being cost prohibited following a due diligence effort. The balance of the Emerging Project Funding was utilized for the purchase of 33 West Ave. **Section 5, Emerging Projects.**

- **American Rescue Planning Act (ARPA) funding and possible leveraged State of Delaware ARPA Funding:** We have included the first draw of \$591,000 from the Towns allotted \$1,182,341 of ARPA funding in the budget. The balance is expected to be received in May 2022.

The final rule having now been released and effective April 1, 2022, has provided more clarity and increased opportunity for use of the funds. While our final determinations are not made, we will be prepared to make final recommendations to Council in the months ahead. In addition, we will share updates related to Town stormwater projects that have already been submitted to the state as matching funds (money we've already spent on design) that will reduce our capital outlay if successful. The state has only assigned someone to evaluate and begin working on these submittals effective Jan 31, 2022 and no turnaround time has been provided.

- **Compensation/Personnel** – This Budget proposal:
  - Continues to support the FY2020 reinstatement of paid volunteers for the Ocean View Police Department front desk from Memorial Day to Labor Day at a total cost not to exceed \$4,370
  - Includes a part-time seasonal code enforcement officer for Planning and Zoning with a not to exceed value of \$12,960.
  - Allocates a Cost-of-Living Adjustment (COLA – based on the Dec. 2021 CPI Mid-Atlantic Rate) for Mayor and Council per Town Charter.
  - Allocates a Cost-of-Living Adjustment (COLA – based on the Dec. 2021 CPI Mid-Atlantic Rate) for employees at 6.605% and COLA of 3.105% for Contractual employees (Chief of Police and Town Manager).
  - Does not include any merit pay for FY23.
  - Includes funding for 3 Police Officers that are now eligible for promotion and a step increase having completed the necessary requirements.
- **Employee Benefits**
  - **Health Insurance** – at this time the State of Delaware has reported no increase to the cost of participating in their plans. We have included a 2% increase absent final detail from the State. This Budget assumes premium coverage of employee selected health care plans with a 2% employee cost share requirement paid through payroll deduction for employees that select the BCBS Basic Plan. Currently, employees selecting any options other than the BCBS Basic Plan pay the difference between the Basic Plan and their plan of choice. Health insurance





benefits from State of Delaware participating agency plans are only offered to full-time employees working 40 hours.

- Dental Insurance – Dominion Dental increase of 2%. Short Term Disability – increased 2%.
- Workers Compensation – costs have been increased by 2% based on the current formula and past year's underbudgeting.
- Life Insurance – increased 2%.
- Vision – Available to all full-time employees from the State of Delaware plan with no increase.
- Pension – A decrease of 4.69% per employee for sworn officers and 1.23% for civilian employees based on the preliminary actuarial defined rates as supplied by the Delaware Office of Management and Budget.
- Business Insurance - Increases for the May 2022 renewal include a 5% increase and we have 5% assumed for the out years.
- Overtime – The Overtime lines have been assigned as follows: 10% of Public Safety Salaries; 10% of Public Works Salaries; 1% of Planning and Zoning and 1.5% of General & Administration Salaries. The Salary totals used do not include ineligible staff salaries – such as the Town Manager, Chief of Police and Division Heads.
- **CATV – Mediacom Cable Franchise** – we begin to conservatively track revenues from our franchise agreement downward in the out-years in relationship to the increased recognition of the future impact of cord cutting and streaming services, so as not to be caught off guard. The franchise revenue we receive is based on 5% of the services purchased by properties in the Town.
- Funds totaling \$4,000 are included in the FY2023 Operating budget to endeavor to provide 12 weeks of **fitness coaching opportunity** 3 days a week along the trail to Town residents.
- **Community Events** - This budget proposal assumes that four Seasons of Community Event's will be held in FY2023 (moving concerts to Fall again due to its success the last two years) with a funding level of \$34,500 for Town Sponsored events and \$8,000 for partnership events (including a local business holiday Basket drawing) as follows:

Town Sponsored Events (\$34,500).

- Summer Classic Movie Theme Nights (Wednesday evenings – June 8, 15, & 22, 2022)
- Fall – Cops and Goblins (Saturday – Oct. 29, 2022)
- Fall Concert Series (Friday evenings – Sept 9, 16 & 23, 2022)
- Winter – Old Town Holiday Market, Tree Lighting and Trail of Lights (Saturday – Nov 26, 2022)
- NEW! Spring – Egg Hunt (April 2023 – Date TBD)
- Spring – Arbor Day Event



Town Partnership Events (\$8,000).

- Ocean View Historical Society Chicken Festival (Sat. May 21, 2022)
- Quiet Resorts Chamber of Commerce Fire and Ice (Jan/Feb 2022 -Date TBD)
- Local Business Holiday Basket (Dec 2022)

- Our **Fee Schedule** remains the same as that which was adopted in 2021.

**Introduction, Page 25.**

- **Capital Improvement Program** - The Capital Improvement Program portion of the proposed budget aligns with past discussions and needs as identified by our departments. The summary is available in **Section 5** with full details of each project available in **the Appendix**.

**Highlights include:**

- **John West Park Playground Improvements** - We have maintained \$80,000 of FY2022 funding from the Capital Replacement Trust Fund (2019 Reserve Study) for updated playground equipment and \$60,000 of FY2021 funding for the relocation of various units, accessibility improvements, and increased number of inclusive play units.
- **Public Safety Capital Items** - We have included the costs associated with the purchase of (4) public safety vehicles at the total price of \$300,00. This funding includes the 2 planned for replacement in FY23 and 2 FY24 replacements so that funds are available in December 2022 for order in association with delivery delays.
- **Continued drainage projects and sidewalk connectivity projects.**
- **Trust Funds** – Full detail of our three Trust Fund Accounts is attached in **Section 3, Other Funding Sources**.
- **Water System** – Our Water System remains fully self-funded, and no rate increases have been included. **Section 2, Water System**.

In closing, our Division heads and I look forward to discussing the details of the Proposed FY2023 Budget and responding to your questions as we move through the budget process. Please let us know if you have any questions in advance to your regular Council meeting of February 8<sup>th</sup> and/or our workshop of February 22<sup>nd</sup>.

Respectfully Submitted,

Carol S. Houck  
Town Manager

Dawn Mitchell Parks  
Finance Director



## ABOUT OCEAN VIEW



From its humble beginnings as a small village developed around a general store, Ocean View has remained focused on service to its community. Today, Route 26/Atlantic Avenue is the Town's primary commercial corridor. There is a small, secondary commercial corridor along Central Avenue consisting of primarily older structures that have been converted into small retail shops and businesses. The older, established neighborhoods are concentrated north of Route 26 and dispersed throughout the Town on the south side of Route 26, intertwined with newer planned communities. The development of Ocean View has resulted in an eclectic mix of both historic and newer structures.

Ocean View has a history of promoting the Town and showcasing its civic pride through community events. Starting in the early 1900s, the Town held its first Homecoming which featured bands, food, and appearances by governors and senators. Some early years, the crowds reached 5,000 people. This event continued annually until the 32nd Homecoming, when it stopped due to gas rationing during World War II. The Town also held its Centennial from June 12-15, 1989. The festival included food, music, and activities. The event was also paired with the 41st Delmarva Chicken Festival. Spoiler Alert - a smaller Coastal Towns Museum Chicken Festival is planned to take place in Ocean View in May of 2022.

In recent years, the Town has placed great effort into offering unique, family-friendly community events and they have become popular among residents of all ages. The Town hosts events such as fall concerts and themed Classic Movie nights as well as seasonal events like the very popular Halloween festival Cops & Goblins coordinated by the Ocean View Police Department, and the annual Old Town Holiday Market, Tree

Lighting and Trail of Lights. There are additional events held throughout the year in partnership with other entities such as the Quiet Resorts Chamber of Commerce and the Ocean View Historical Society.

All of the Town events are held at beautiful John West Park and Community Center, which has become a focal point for gathering with family and friends. The well maintained shaded park and playground areas are now hosting 2nd and 3rd generation visitors that welcome the opportunity to reminisce, slow down and be a part of a peaceful community, just two miles from the Atlantic Ocean.



## HISTORY OF OCEAN VIEW



The Town of Ocean View was officially incorporated on April 13, 1889 with the first Town Council meeting being held a week later, April 20, 1889 with nine (9) elected council members. The first town council president elected was Captain George W. West.

The history of Ocean View, however, dates back to the colonial era. The present site of Ocean View was originally a tract of 500 acres known as "Middlesex" and granted to Matthew Scarborough under the authority of "Charles, Absolute Lord and Proprietary of the Provinces of Maryland and Avalon, Lord Baron of Baltimore".

After Scarborough's death, his land passed into the hands of the Hazzard family and then into the hands of the Hall family. It was the Hall family who founded the Town of Ocean View. Shortly after 1800, W.S. Hall opened a store on his farmland near White's Creek, which was a portion of the old Middlesex Plantation. Following the establishment of the general store, the area became known as Hall's Store. The village that sprang up around the store was composed of families of farmers, watermen, and seamen. In 1833, a post office was established on Central Avenue. Legend has it that the name of the village was changed to the Town of Ocean View due to its proximity to the beach with the Atlantic Ocean located just two (2) miles to the east. It is said that one could see the Atlantic Ocean from the second floor of many homes.

Ocean View's businesses listed in the Sussex County Farm Directory of 1875-1877 included J.M. Steel (blacksmith), Holt & Townsend (lumber), Js. F. Holt, G.W. Tunnell, McNeal & Williams (merchants), Miss M. Townsend (milliner), Jas. B. Davis (shoemaker), Lemuel H. Derrickson and Geo H. West (vessel captains), John W. Evans, James A. Firman, Joseph E. Hall, James F. Holt, William H. Hudson, Benton Mitchell, Jacob Pusey, Nathaniel F. Quillen, Thomas H. Richards, John Taylor, Peter Townsend, and John M. Turner (farmers and fruit growers).

An 1890 map of the Town, drawn by John T. West, included 44 residential dwellings, four stores, and two churches – Ocean View Presbyterian Church and Mariner's Ocean View Methodist Church. By 1895 the Town had a population of 350 residents according to the Sussex County Farm Directory of 1895-1897. Residents at that time held jobs as sailors, life savers, masons, shopkeepers, carpenters, fishermen, mill operators, and farmers.



In 1923, Mrs. Cecile Long Steele ordered 50 chicks for her egg-laying business but instead received 500 birds thanks to a clerical error and raised her first flock of broiler-fryer chickens for commercial consumption, establishing Ocean View as the birthplace of the commercial broiler industry. This is Delaware's number one agricultural enterprise.

The Town would eventually shift from a predominately agricultural community to a year-round residential community with a commercial center. In the 1980s and 90s, the Town started to see an increase in retirees and vacationers. Today, the Town of Ocean View continues as a residential community often referred to as a bedroom beach community. Ocean View is home to a year-round population with seasonal vacationers that increases the Town's population during the summer months.





## Basis of Budgeting

### Basis of Accounting and Budgeting

#### Accounting Basis

The basis of accounting refers to the timing of when transactions (revenues or expenditures) are recorded for reporting on the financial statements. Ocean View conforms to generally accepted accounting principles (GAAP) as applicable to government entities.

The Governmental Fund is accounted for on a modified accrual basis. Under the modified accrual basis accounting, revenues are recognized as soon as they are both measurable and available. Revenues are considered available if collected within 60 days after year-end while expenditures are recorded as the liabilities are incurred. Depreciation is not a recognized expense. Property taxes, interest revenue, intergovernmental and miscellaneous revenue are the primary revenue sources subject to accrual. Property taxes are reported as a receivable and considered available in the fiscal year for which they are levied if they are collected within the 60 days after year-end. The Town bills and collects its own property taxes. The Proprietary Fund is reported using the accrual basis of accounting. Under the accrual basis accounting, Water System revenues are recorded when earned and expenses are recorded at the time they are incurred while estimated uncollectible accounts receivable are reserved at year-end.

#### Budgetary Basis

In the General fund, including Capital Projects, the budgets are adopted using a modified accrual basis of accounting with the following exceptions:

- Budget amounts are encumbered when contracts are approved by Council and signed. At year-end, encumbered amounts that have not yet been expended are carried forward to be paid in the next fiscal year and are reflected in the Town's Committed Fund Balance. These amounts for expenditures are included in the fiscal year where they are budgeted, rather than the fiscal year the liability incurred. In accordance with Town Charter, appropriations that are not spent or encumbered lapse at the end of the fiscal year.
- Capital Projects, although part of the General Fund, are budgeted in perpetual or multi-year accounts. The Capital Project budgets do not lapse until the project is complete or considered abandoned as stated in the adopted budget ordinance.

In the Water System fund, the budget is adopted using an accrual basis of accounting with the following exceptions:

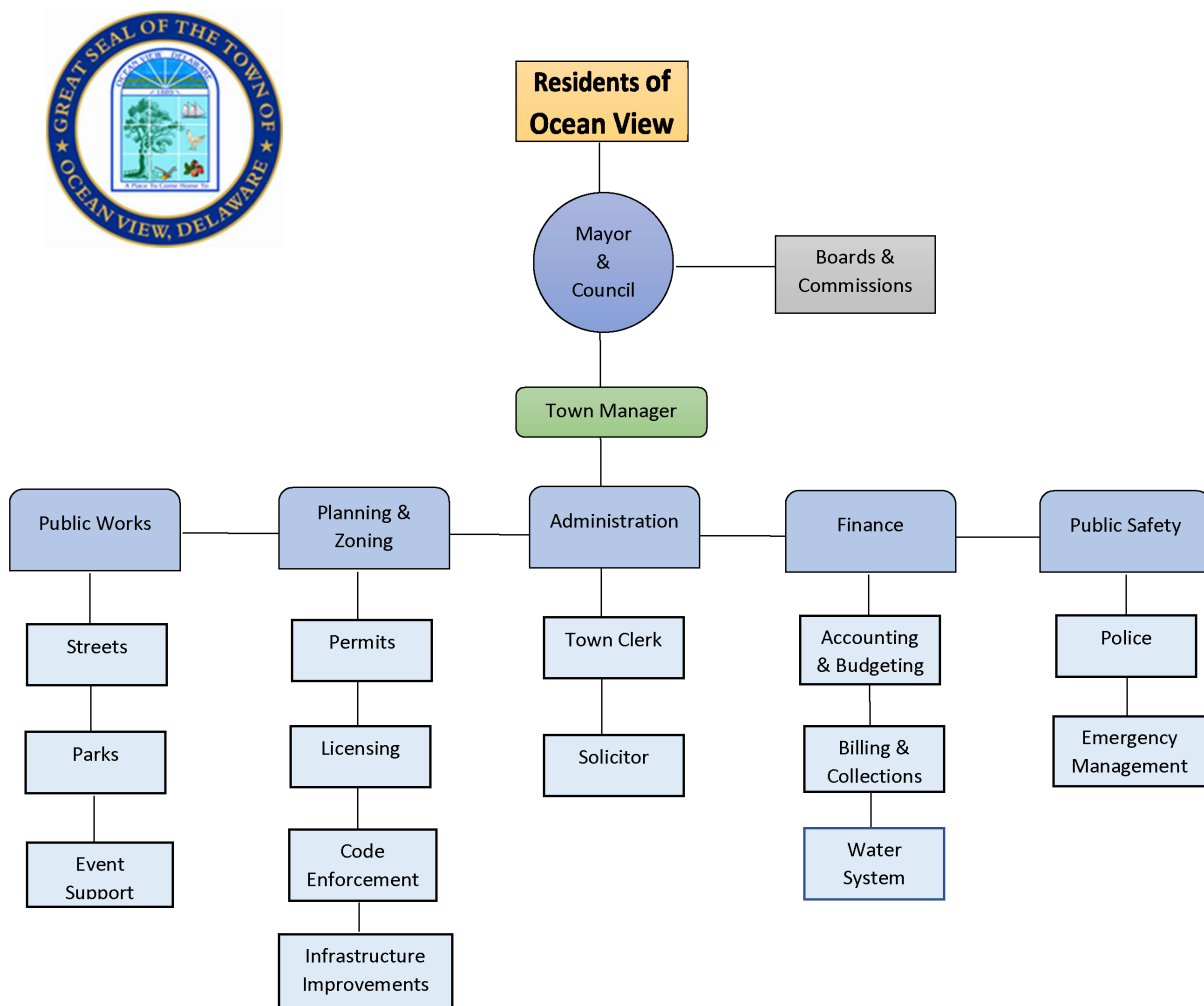
- Capital outlay is budgeted. This expenditure is not considered an expense on the accrual basis of accounting.
- Depreciation and amortization are not budgeted since these items do not require an expenditure of funds. These are considered expenses on the accrual basis of accounting,



## Organization Chart

The Town of Ocean View is governed by a five-member elected Council. The Town's Charter specifies the election of the Councilpersons and the Mayor. Each Councilperson, as well as the Mayor, is elected by a plurality of all registered town voters for three (3) year terms and are limited to two (2) consecutive terms in office. The Town Council appoints the Town Manager. The Town Manager implements the Council's policies, serves as the Town's Chief Executive Officer, supervising the day-to-day operations of all the departments of the Town government as well as being charged with developing the annual and capital improvement budgets. He/She supervises an overall staff of 25 employees and is assisted by four (4) division heads including - Chief of Police, Director of Finance, Director of Planning & Zoning and Public Works Manager.

The organizational chart below represents general areas of responsibility.





## Fund Structure

The Town of Ocean View's accounting system is organized and operated on a fund basis. Its funds are classified into two types: governmental and proprietary funds. Both are represented in the budget document.

### **Governmental Funds**

The focus of the governmental fund is the determination of financial position and changes in financial position rather than net income. The Town has the following major governmental fund.

#### **General Fund**

The General Fund is the general operating fund of the Town of Ocean View. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund revenues are used to maintain and operate the general government operations such as Administration, Public Safety, Planning & Zoning and Public Works. The General Fund is appropriated and adopted by budget ordinance. Appropriations are detailed at the departmental level.

The Capital Projects Fund is part of the General Fund but is appropriated and adopted by its own budget ordinance. Appropriations are at the departmental level with funding sources from the General Fund ("Pay Go"), Capital Replacement Trust, Street Repair / Replacement Trust and grants. Transfer Tax is solely used to fund the Capital Replacement Trust (12.5%), the Street Repair / Replacement Trust (25% plus any additional) and the Town's Emergency Reserve (20% of current year's budget).

### **Proprietary Funds (solely Enterprise Funds)**

The focus of proprietary fund measurement is upon determination of operating income, changes in net assets, financial position and cash flow similar to businesses in the private sector. The Town has the following major proprietary fund.

#### **Water Fund**

The Water Fund accounts for water services provided to customers on the Town's water distribution system. Only a portion of Ocean View properties are served by the Town's fully outsourced water utility. Activities of the enterprise fund include administration, operation, and maintenance of the water distribution system. The costs of providing water service as well as debt payment are recovered primarily through water usage charges. The Water Fund is appropriated and adopted in the same budget ordinance as the General Fund.



## Budget Process

By Town Charter, the Town Manager shall submit a balanced operating budget to the Town Council no later than the fifteenth (15th) day of March each year. The budget shall provide a complete financial plan and shall contain estimates of anticipated revenues and proposed expenditures for the coming year. The total anticipated revenues shall equal or exceed that total of proposed expenditures. The budget shall be open to inspection by anyone during the normal business hours and is currently also available on the Town's website.

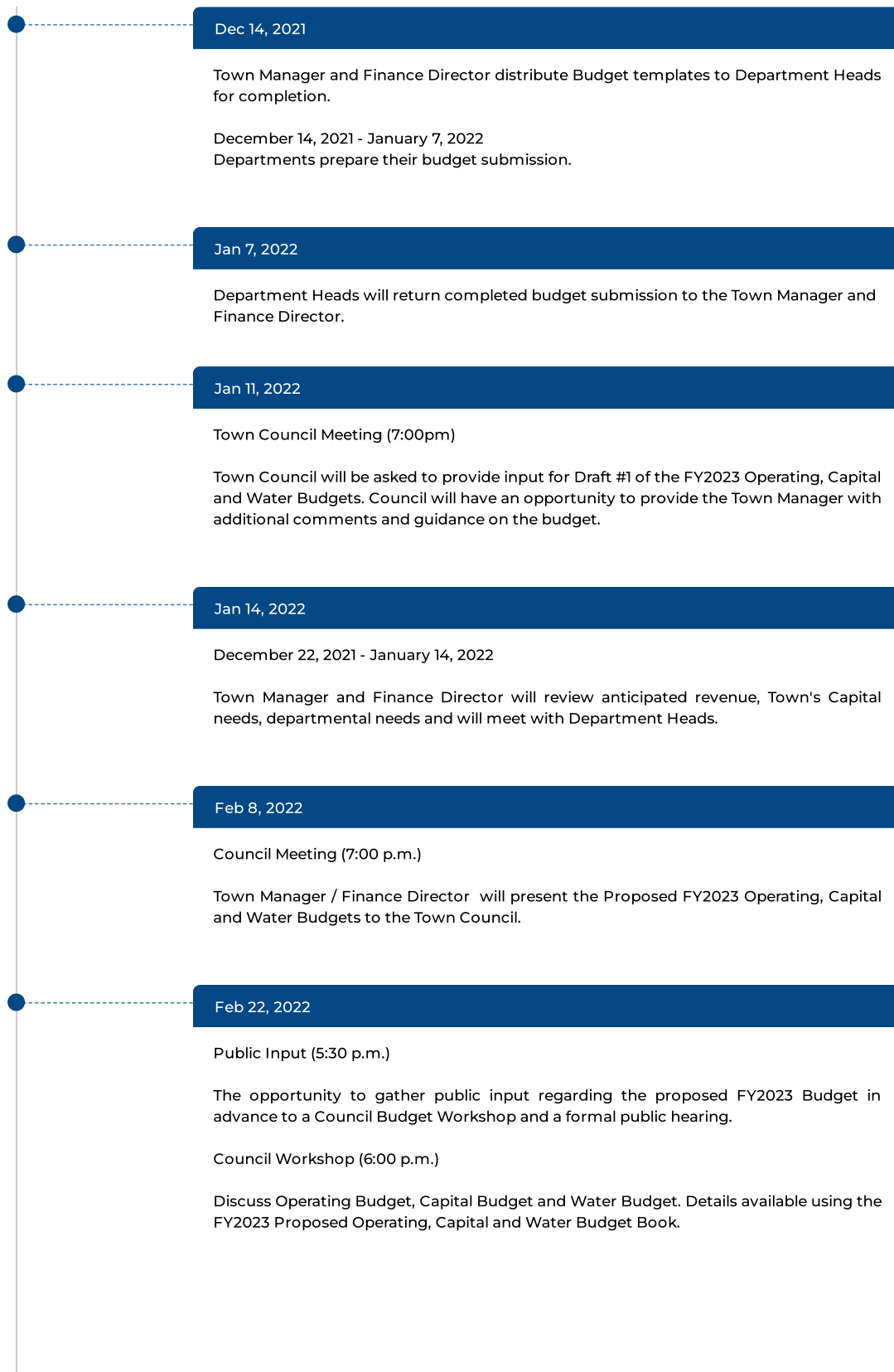
The Town Manager shall also propose and submit to the Town Council a five (5) year Capital Improvements Program which includes a clear summary of its content, a list of all capital improvements proposed to be undertaken during the next five (5) years along with cost estimates, funding sources and recommended time schedule for each of the projects. The Capital Improvements Program is revised and extended each year.

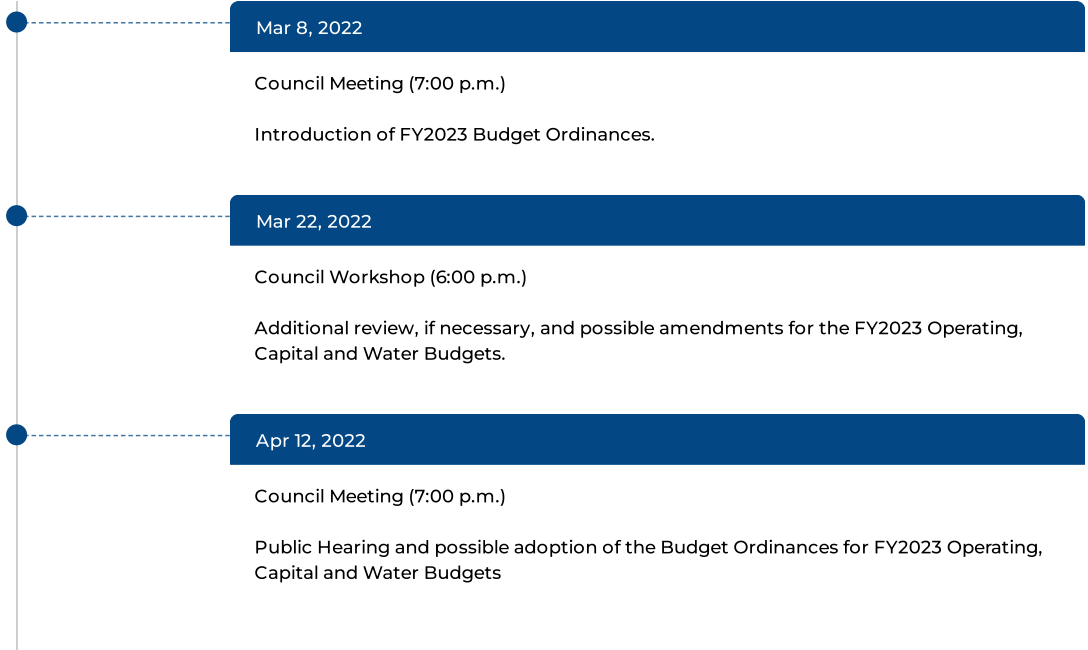
The Town Council shall hold a public hearing and by ordinance adopt by ordinance the Operating and Capital Improvements Program, as submitted or amended. A favorable vote of at least a majority of all members elected to the Town Council shall be necessary for adoption in advance to the Town's Fiscal Year commencing on May 1st.



## Budget Timeline

The Fiscal Year 2023 budget timeline is shown below:





## **Fee Schedule**

A schedule of fees for all administrative actions or services, applications, licenses, permits, impact fees, professional fees, financial security, performance, surety and utility bonds, rental licenses, Police Department fees, and such other fees as required by the Town's Code are established by resolution of the Town Council. The FY2022 Fee Schedule was adopted by resolution 21-01 on April 13, 2021 and effective May 1, 2021.

There are no proposed changes to the Fee Schedule in FY2023.



## TOWN OF OCEAN VIEW, DELAWARE FEE SCHEDULE

<b>ADMINISTRATIVE</b>
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### Document Copies

See FOIA section for cost of copies.

### Labels & Lists

❖ Current Business License Holders – mailing labels	\$ 150.00
❖ Property owner names and addresses – mailing labels:	
○ All parcels within Town of Ocean View	\$ 175.00
○ A subdivision up to 100 units	\$ 30.00
○ Each additional 100 units in a subdivision	\$ 30.00
❖ Business License Holders – current list	\$ 50.00
❖ Property owner names & addresses:	
○ All parcels within Town of Ocean View	\$ 100.00
○ A subdivision up to 100 units	\$ 25.00
○ Each additional 100 units in a subdivision	\$ 25.00
❖ Tax list	\$ 175.00

### FOIA (Freedom of Information Act) Fees

❖ 20 pages single side copies & first hour search	Free
❖ Over 20 black & white single sided pages for 8.5"x11", 8.5"x14", and 11"x17" sized paper (two-sided copies shall be considered as two copies)	\$ .25
❖ Color copies/printouts single sided pages for 8.5"x11", 8.5"x14", and 11"x17" sized paper (two-sided copies shall be considered as two copies)	\$ 1.00
❖ Color copies/printouts single sided pages larger than 11"x17"	\$ 1.50
❖ Oversized copies/printouts single sided 24"x36"	\$ 3.00
❖ Oversized copies/printouts single sided larger than 24"x36"	\$ 1.00 per square foot
❖ Other FOIA information and associated fees, such as labor costs for request requiring more than 1 hour of staff time to process are outlined in Resolution 15-7.	

### Other Administrative Fees

❖ Credit card fee	3.00%
❖ Fax service	\$ 1.00 per page
❖ Gross Rental Receipts Tax late payment fee	\$ 25.00 per month
❖ Interest on past due invoices	1.5% per month/18% annual
Such as reimbursable expenses and service fees.	
❖ Recordation of documents in Recorder of Deeds Office, in Sussex County	\$ 100.00
❖ Returned check	\$ 35.00
❖ Election Filing Fee	\$ 50.00



## APPLICATIONS

### Annexation Request

❖ Up to 1 acre	\$ 100.00
❖ 1 acre to 4.99 acres	\$ 300.00
❖ 5 acres to 9.99 acres	\$1,000.00
❖ 10 acres to 24.99 acres*	\$2,000.00
❖ 25 acres or more*	\$3,000.00
❖ Appeal of decision as enumerated in Town Code	\$ 250.00
❖ Rezoning application	\$ 900.00

\*NOTE: Annexations of 10 or more acres are subject to professional fees.

### Board of Adjustment

❖ Appeal of decision by Town Administrative Official	\$ 750.00
❖ Variance	\$ 750.00
❖ Special exception	\$ 750.00
❖ Administrative variance	\$ 200.00
❖ Penalty for violation of terms/conditions of variance granted	\$ 750.00

### Planning & Zoning

❖ Site plan review	\$1,000.00
❖ Site plan review for outside seating	\$ 400.00
❖ Modification to previously approved site plan	\$ 400.00
❖ Subdivision:	
○ 1 lot into 2 or combining 2 lots into 1	\$ 350.00
○ 3 to 5 lots	\$ 750.00
○ Greater than 5 lots	\$750 plus \$50 per lot in excess of 5 lots
❖ Rezoning Application	\$ 900.00

## FINANCIAL SECURITY; PERFORMANCE and SURETY BONDS

- ❖ Financial security equal to 125% of the cost of completion of all infrastructure improvements required by the approved final plans, as outlined in Town Code Chapter 187-6L, Streets & Sidewalks
- ❖ Performance bond as outlined in Town Code Chapter 140-129B, Land use
- ❖ Bond with surety assuring completion as outlined in Town Code Chapter 140-82, Land use
- ❖ Surety bond for movement of oversized vehicles through the Town \$2,000.00
- ❖ Utility bond as outlined Chapter Utility Control Ordinance - Surface Type:
  - Bituminous concrete pavement \$ 80.00 per square yard
  - Surface treated (chip seal) pavement \$ 40.00 per square yard
  - Unpaved area within right-of-way \$ 10.00 per square yard
- ❖ Performance bond as outlined in Town Code Chapter 140-74A, Land use for landscaping.
- ❖ Completion and maintenance bond as outlined in Town Code Chapter 140-98F, Land use



## IMPACT

For proportionate share of capital costs (as set out in Town Code Chapter 136-1A)

- ❖ Upon issuance of building permit, per unit, new construction \$1,436.00

For the benefit of volunteer fire & emergency services (as set out in Town Code Chapter 136-1B)

- ❖ Upon issuance of building permit, per unit, new construction \$ 500.00

Surcharge for emergency services enhancement funding program (as set out in Town Code Chapter 15)

- ❖ Upon issuance of building permit: not less than .25% and not more than .50% of the construction value shown on the building permit application.

## JOHN WEST PARK AMENITIES

NOTE: Fees apply to the use of John West Park amenities. Deposits, if not used, will be refunded.

	<u>Rental</u>	<u>Deposit</u>
❖ Group w/ membership comprised entirely of Ocean View property owners/residents.	\$ 0.00	\$ 50.00
❖ Organization w/ member who is an Ocean View property owner/resident.	\$ 50.00	\$ 50.00
❖ Personal use by an Ocean View property owner/resident	\$ 0.00	\$ 50.00
❖ Personal use by non-Ocean View property owner/resident.	\$ 50.00	\$ 50.00
❖ Organizational or Nonprofit organizational use by non-Ocean View property owner/resident.	\$ 100.00	\$ 50.00
❖ Governmental agency	\$ 0.00	\$ 50.00
❖ Nonprofit organization with member who is an Ocean View resident.	\$ 0.00	\$ 50.00
❖ Youth organization. One hour of community service requested per 4 hours of use. Verification required.	\$ 0.00	\$ 50.00

## TOWN HALL

NOTE: Fees apply to the use of Town Hall. Deposits, if not used, will be refunded.

	<u>Rental</u>	<u>Deposit</u>
❖ Group w/ membership comprised entirely of Ocean View property owners/residents.	\$ 50.00	\$ 50.00
❖ Organization w/ member who is an Ocean View property owner/resident.	\$ 75.00	\$ 50.00
❖ Personal use by an Ocean View property owner/resident	\$ 75.00	\$ 50.00
❖ Personal, Nonprofit organizational or organizational use by non-Ocean View property owner/resident.	\$ 125.00	\$ 50.00
❖ Governmental agency	\$ 0.00	\$ 50.00
❖ Nonprofit organization with member who is an Ocean View resident.	\$ 0.00	\$ 50.00
❖ Youth organization. One hour of community service requested per 4 hours of use. Verification required.	\$ 0.00	\$ 50.00





## LICENSES

- ❖ Business
  - Annual, calendar year (1/1 – 12/31) \$ 150.00
- ❖ Temporary, 30 consecutive days (2 per calendar year) \$ 75.00
- ❖ Event, per approved event for up to 3 consecutive days \$ 50.00
- ❖ Peddling, soliciting, and canvassing \$ 50.00
- ❖ Rental agent: independent contractors. \$ 100.00  
Annual, calendar year (1/1 – 12/31) (Excludes agents paid as an employee.)
- ❖ Rental: each commercial or residential unit rented or offered for rent. Annual, calendar year (1/1 – 12/31). \$ 150.00
- ❖ Late fee for all license types postmarked after due date (1/1) \$ 40.00

## PERMITS

**NOTE:** Permit fees are non-refundable nor transferrable.

### Building

- ❖ Principal and accessory structures:
  - Gross floor area of each story for all uses, all covered porches and entryways and improvements to an existing open deck or patio by adding walls and roof for the purposes of creating additional enclosed living space. \$ 1.25 per square foot
  - Improvements to principal and accessory structures by adding walls and/or roof that increase the gross floor area. \$ 1.25 per square foot
- ❖ Open decks and/or patios:
  - Gross floor area of attached or unattached open deck, patio or similar structure with a floor area free from enclosed walls and/or roof. \$ .50 per square foot
- ❖ Repairs and renovations (for work identical or substantially the same):
  - 1% of Contract Cost or \$50.00 Minimum, whichever is greater
- ❖ All others:
  - Dumpster placement (subject to town approval) \$ 0.00
  - Fence, sidewalk, and driveway \$ 100.00
  - Demolition of any structure or building \$ 100.00
  - Moving any structure or building in or through Town \$ 100.00
  - Note:** Police escort required @ additional costs.
  - Swimming pools (in and above ground) \$ .50 per square foot
- ❖ Minimum charge for any building permit \$ 100.00
- ❖ Administrative Fee – Reissue of voided permit \$ 50.00
- ❖ Failure to obtain permit before work is performed penalty
  - Penalties as specified in Town Code Chapters 84 (Building Construction) and 140 (Land Use).



Sign

❖ Illuminated, direct or indirect	\$ 4.00 per square foot
❖ Non-Illuminated	\$ 2.00 per square foot
❖ Subdivision, permanent	\$ 500.00 per sign
❖ Minimum sign permit	\$ 50.00

Utility

❖ Base permit	\$ 100.00
❖ Utility permit (all based on as-built)	
○ Boring under paved road, per boring	\$ 100.00
○ Cut in paved street	\$ 1.00 per square foot
○ Trenching outside edge of pavement	\$ 1.00 per linear foot

<b>POLICE</b>
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Road construction and escort to move structures through the streets of Ocean View*NOTE: Minimum 2-hour charge. Charge may vary if specified in state contract.*

❖ Per officer	\$ 65.00 per hour
❖ Additional town expenses (employee benefits & vehicle costs)	\$ 30.00 per hour

Special Duty Officer (or other Town staff)

❖ Officer or other Town employee	Employees hourly rate plus applicable payroll taxes.
Note: if employee brought in on day off cost will be 1 ½ x hourly rate plus applicable payroll taxes.	
❖ Administrative fee	10% of employee's hourly rate plus applicable payroll taxes.
❖ Vehicle use by employee	\$ 25.00 per hour
❖	<i>Exception for service funded by a grant which specifies payment terms.</i>

Other Charges

❖ Police report copy	\$ 25.00
❖ Fingerprints*	\$ 50.00
* Property owners & residents of Ocean View exempt from this fee.	

<b>PROFESSIONAL FEES</b>
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Legal

❖ Attorney collection letter	\$ 100.00
❖ Municipal lien filed in Sussex County by Town Solicitor	\$ 150.00
❖ Municipal lien satisfaction filed in Sussex County by Town Solicitor	\$ 150.00
❖ Municipal lien renewal filed in Sussex County by Town Solicitor	\$ 150.00



Reviews/inspections/approvals by professionals and consultants

- ❖ Applications to Town Council for conditional use, request for zoning change and annexation requests to Planning & Zoning Commission, Board of Adjustment: fee charged plus administrative fee of 10%
- ❖ Compliance assessments: Road reviews and inspections, lot development, water service installation sand hookups, driveway construction and culvert installations, etc.: fee charged plus administrative fee of 10%.

<b>STIPENDS – as set by Town Council</b>
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NOTE: Fees are per member.

- |   |           |
|---|-----------|
| ❖ Board of Adjustment, per application at meeting                 | \$ 30.00  |
| ❖ Board of Assessment, per day                                    | \$ 50.00  |
| ❖ Board of Elections per election when voting polls are necessary | \$ 100.00 |
| ❖ Board of Elections to certify results of unopposed election     | \$ 30.00  |
| ❖ Planning & Zoning Board, per hearing at meeting                 | \$ 30.00  |

<b>TAXES</b>
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Gross Rental Receipts Tax (as set out in Town Code Chapter 93)

- ❖ On all rental property income 5%
  - January 1 – June 30 of calendar year: due by August 31 of same year
  - July 1 – December 31 of calendar year; due by February 15 of following year
- ❖ Gross Rental Receipts Tax late payment fee \$ 25.00 per month

Real Estate Tax (as set out in annual budget ordinance adopted in April for the upcoming fiscal year)

- ❖ Property Tax rate per \$100 of assessed valuation, as set by Town Assessor
  - Billed in May of each calendar year, due by August 31 of same year

Real Property Transfer Tax (as set out in Town Code Chapter 195)

- ❖ Value of property. 1 ½%

<b>VIOLATIONS/FINES</b>
-------------------------

Animals (as set out in Town Code Chapter 68)

- ❖ Barking and howling dogs,
  - 1st offense \$ 50.00
  - 2<sup>nd</sup> offense & each subsequent offense \$ 100.00
- ❖ Domesticated animal at large nuisance (Ordinance 373) \$ 100.00

Disorderly Conduct (as set out in Town Code Chapter 107)

- ❖ Sleeping in public, mandatory Court appearance and Court fees may also apply
  - 1<sup>st</sup> offense \$100.00
  - 2<sup>nd</sup> offense & each subsequent offense \$200.00



Property Maintenance (as set out in Town Code Chapter 169)

- ❖ Removal of grasses, weeds and other vegetative growth as defined in Town Code,
  - On lots less than or equal to ½ acre \$100 1<sup>st</sup> offense, \$200 each subsequent offense within a calendar year
  - On lots greater than ½ acre \$100 1<sup>st</sup> offense, \$200 each subsequent offense within a calendar year plus cost of private contractor to cut.
  - Property maintenance on right-of-ways \$50 1<sup>st</sup> offense, \$100 each subsequent offense within a calendar year

<b>WATER FEES, RATES AND METERS</b>
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Water Meters (as set out in Town Code Chapter 213)

- ❖ General Water Service Charges
  - Service availability charge \$ 97.66
  - Facilities Charge
- Size of Meter**

(inches)	Quarterly Charge
5/8 to 3/4	\$107.66
1	\$172.78
1 1/2	\$303.00
2	\$463.26
3	\$885.20
4	\$1,369.74
6	\$2,664.37
- Water use charge \$4,151.80 \$ 5.3453 per 1,000 gallons
- ❖ Private fire service line
  - Private fire facilities charge
- Size of Meter**

(inches)	Quarterly Facilities Charge
1	\$52
2	\$155
4	\$725
6	\$1,600
8	\$2,820
- ❖ Turn-off and turn-on charges
  - Turn off (regular hours) \$ 72.00
  - Turn on (regular hours) \$ 72.00
  - After hours (turn on or off) \$ 105.00
  - Shut off for non-Payment \$ 150.00
  - Check meter for accuracy \$ 72.00  
(refunded if meter is found to be defective)



❖ Service connection charges

Size of Meter (inches)	Charge
5/8 to 3/4	\$1,900
1	\$2,500
1 1/2	\$3,200
2	\$4,100
3	\$7,260
4	\$8,540
6	\$12,420
8	\$22,000

❖ Other miscellaneous charges

- Inspection fee for initial hook up \$125.00
- Utility permit \$ 100.00
- Transfer charge (service call to read meter  
Due to change in ownership) \$ 45.00
- Service all for frozen lines or leaks that are  
Customer's responsibility
  - Regular hours \$ 72.00
  - After hours \$ 105.00
- Unauthorized entry of meter pit \$ 100.00 plus cost of repair
- Unauthorized water withdrawal from  
Fire hydrants \$ 300.00
- Returned check charge \$ 35.00

❖ Interest Fee

1.5% of the outstanding charge  
until payment is made.

❖ Reconnection Fees; late fees

- Reconnection fee
  - First reconnection \$ 150.00
  - Subsequent reconnections within 1 year \$ 200.00
- Late fee 1.5% per month



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## **BUDGET OVERVIEW**

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## Budget Highlights and Assumptions

The following pages show an overview of the budget highlights and assumptions for revenues, expenditures and capital improvements.

### Budget Highlights

#### Continue to have no reliance on Transfer Tax for Operating Expenses

At the January 11, 2022 Council Meeting, Council recommended that the Town continue to eliminate reliance on Transfer Tax revenue.

	FY22	FY23	FY24	FY25	FY26	FY27
Transfer Taxes projected	\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000
Transfers to Trust Funds, detailed below	\$ (1,250,000)	\$ (1,250,000)	\$ (1,000,000)	\$ (900,000)	\$ (800,000)	\$ (700,000)
Allocated to Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### Projected Transfer Tax collections to be moved from General Fund to the Street Repair & Replacement Trust (SRRTF), Emergency Reserve Trust (ERTF) and Capital Reserve Trust (CRTF) Funds:

	% of Transfer Tax	FY22	FY23	FY24	FY25	FY26	FY27
CRTF (ORD 304)	12.5%	\$ 156,250	\$ 156,250	\$ 125,000	\$ 112,500	\$ 100,000	\$ 87,500
SRRTF (ORD 303)	25.0%	312,500	312,500	250,000	225,000	200,000	175,000
Emergency Reserve Trust Fund (Ord 339)		59,520	132,610	(96,890)	0	0	(83,491)
Balance Transfer Tax Collections available		721,730	648,640	721,890	562,500	500,000	520,991
Total deposited to Trust Funds		\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000

#### Summary of Operating Budget

The below totals are revenues and operating expenses only and do not include Capital Expenditures funded by the General Fund. The shortages must be available from the Unassigned Fund Balance. The operating expenses include street repair and maintenance that is funded by the Street Repair & Replacement Trust, which is also reflected in the revenues. Out years decrease in expense is directly related to the decrease in street repair and maintenance of currently scheduled projects.

	FY22	FY23	FY24	FY25	FY26	FY27
Revenues	\$ 5,034,419	\$ 5,824,550	\$ 5,416,577	\$ 5,340,733	\$ 5,453,702	\$ 4,740,301
Expenses	(4,865,171)	(5,522,870)	(5,078,974)	(5,129,187)	(5,180,734)	(4,623,722)
Revenue Over (Under) Operating Expenses	\$ 169,248	\$ 301,680	\$ 337,603	\$ 211,546	\$ 272,968	\$ 116,580

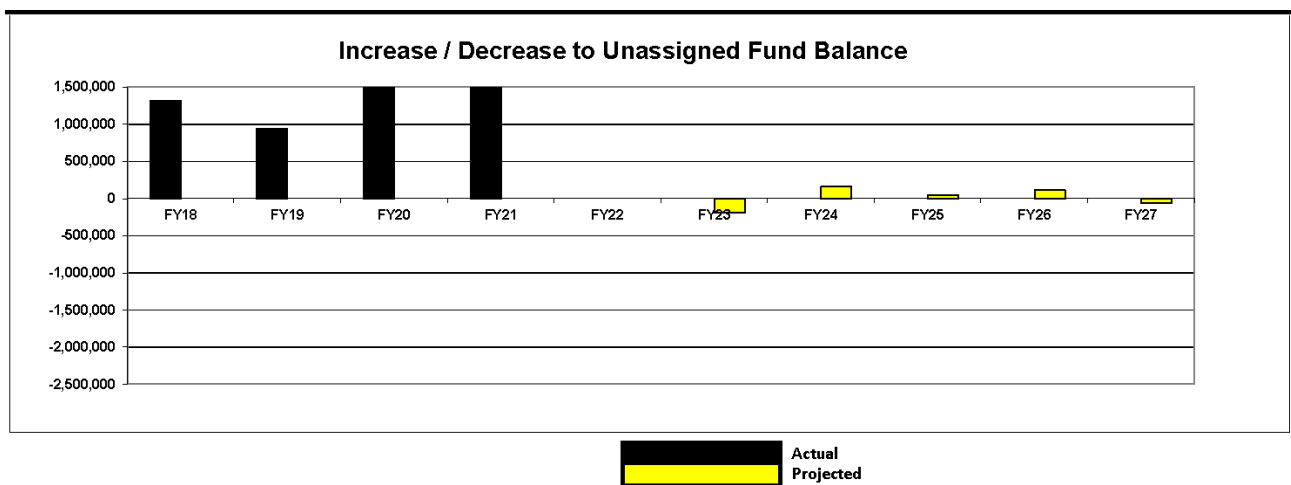


## Balanced Budget Objective

The totals below are both operating and capital expenditures. The shortages must be available from the unassigned fund balance. As of the end of FY21 (April 30, 2021), the Town's unassigned fund balance is \$2,623,944 and is also used for our goal of having a minimum of two (2) months of projected expenses available.

Regarding 2023, the \$188,735 from the unassigned fund balance provides the funding to order the two (2) additional PD vehicles in December 2022 (due to delivery delays) and the replacement purchase of a SUV for Planning & Zoning.

	FY22	FY23	FY24	FY25	FY26	FY27
Excess Annual Revenue (Expenditures)	\$0	(\$188,735)	\$156,803	\$50,746	\$112,168	(\$61,635)

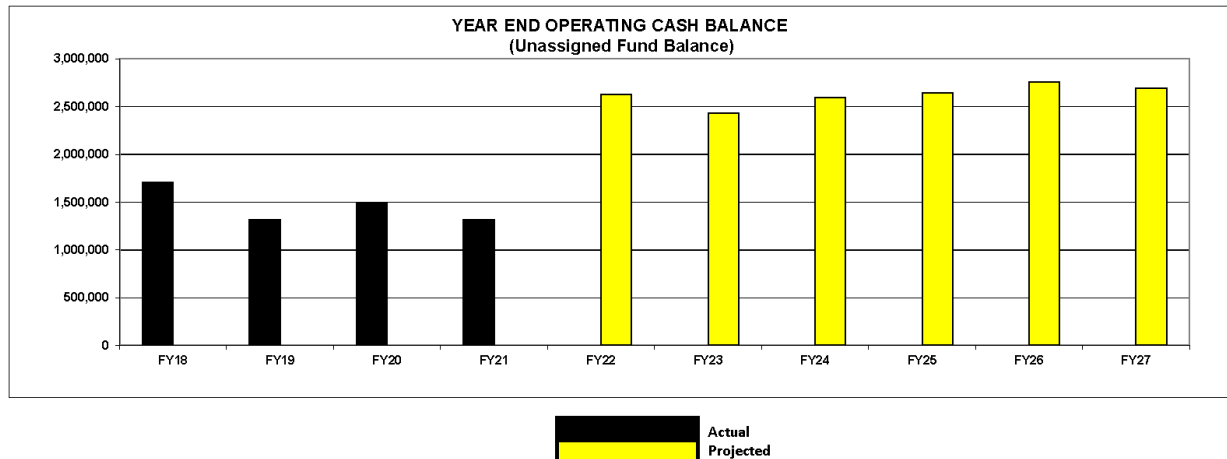




## Fund Balance Objective

The Town's goal is to have a minimum of two (2) months of total operating expenses in unassigned fund balance.

	FY22	FY23	FY24	FY25	FY26	FY27
Goal - Minimum of 2 months of Total Operating Budget	\$ 810,862	\$ 731,128	\$ 738,416	\$ 752,002	\$ 761,040	\$ 770,620
Projected - from prior fiscal year	\$ 2,623,944	\$ 2,623,944	\$ 2,435,210	\$ 2,592,013	\$ 2,642,759	\$ 2,754,927
Difference - Excess (Shortfall)	\$ 1,813,082	\$ 1,892,816	\$ 1,696,793	\$ 1,840,011	\$ 1,881,719	\$ 1,984,306



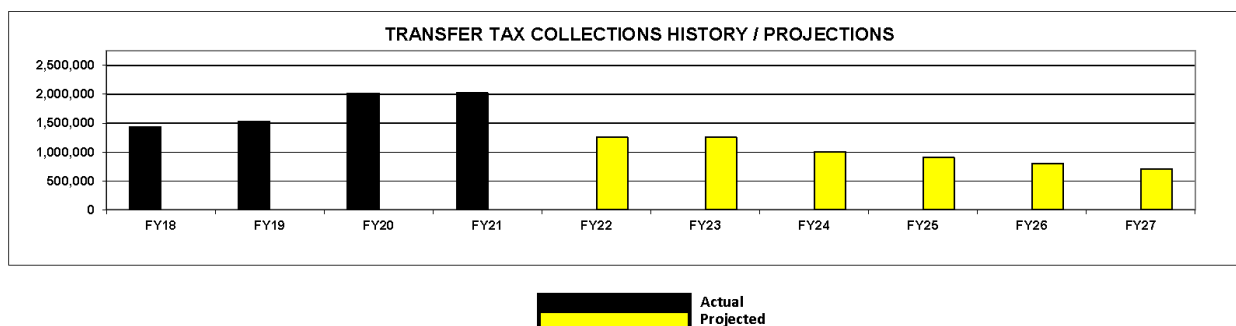
## Assumptions - Revenues

### Projected Transfer Tax

With the Town reaching its limit of annexation, the realty transfer tax will be transitioning from mostly the sale of new homes to the sale of existing homes. With this in mind, the realty transfer tax revenue remains unchanged from last fiscal year.

For Fiscal Year 2022, the amount represents revenues budgeted, not projected. For FY22, to meet our \$1,250,000 budgeted goal, we would need to collect \$104,167 monthly.

	FY22	FY23	FY24	FY25	FY26	FY27
Total Amount	\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000
Calculated % decrease	-12.9%	0.0%	-20.0%	-10.0%	-11.1%	-12.5%



## Projected Property Tax

The tax rate in FY22 was .2678 per \$100 of assessed value. We have proposed a decrease of three (3) cents to the rate in FY23. The FY23 property taxes are projected based on the total assessed values updated through 12/31/2021.

One cent is approximately equal to an increase / decrease of \$131,781 in tax revenue.

At the January 11, 2022 Council meeting, Council recommended that the Town continue to grant an 1% discount for early payment of property taxes.

	FY22	FY23	FY24	FY25	FY26	FY27
<i>Tax Rate per \$100 of Assessed Value FY22-27:</i>	\$ 0.2678	\$ 0.2378	\$ 0.2378	\$ 0.2378	\$ 0.2478	\$ 0.2478
<i>Tax Rate per \$100 of Assessed Value FY21:</i>	\$ 0.2478					
Changes in the Property Tax rate:		-0.030	0.00	0.00	0.010	0.00
Impact of additional construction:		1.0%	0.50%	0.25%	0.0%	0.0%
1% Impact of discount		(31,338)	(31,338)	(31,338)	(32,655)	(32,655)
<i>Actual Property Taxes billed - Current FY</i>	\$ 2,708,389					
<i>Projected Property Taxes</i>	\$ 3,529,107	\$ 3,169,054	\$ 3,184,899	\$ 3,192,861	\$ 3,324,643	\$ 3,324,643

## Building & Sign Permits, Site Plan Reviews

Permit cost for principal and accessory structures is \$1.25 per square foot.

Permit cost for open decks and / or patio areas free from an enclosed wall and / or roof is \$0.50 per square foot.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 406,942	\$ 298,500	\$ 255,000	\$ 250,000	\$ 245,000	\$ 245,000

## Business & Rental Licenses

Projections are based on trends in licenses issued over the past several years. As of July 1, 2020, Realtors were no longer required to have a license.

Effective May 1, 2021, the rental license fee increased from \$75 to \$150.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 181,000	\$ 227,500	\$ 232,050	\$ 232,050	\$ 232,050	\$ 232,050



## **Gross Rental Receipt Tax**

Gross rental receipt tax revenue projections are based on trends in prior year collections. The gross rental receipt tax revenue has increased an average of 14% over the last three (3) fiscal years.

Effective January 1, 2012, the Gross Rental Receipt tax rate is 5% of rental income.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 410,500	\$ 422,815	\$ 435,499	\$ 435,499	\$ 435,499	\$ 435,499

## **Impact Fees and Emergency Services Enhancement Funding (ESEF)** **- collections from new construction permits**

Impact fees are collected with certain building permits (at rate of \$1,936) and are projected based on recent construction activity.

ESEF fees - \$500 is collected as part of the Impact Fee. The funds are committed to ESEF until approved and distributed. The amount also includes .5% of the construction value of permits issued.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 174,570	\$ 162,440	\$ 115,000	\$ 100,000	\$ 75,000	\$ 75,000

## **CATV Revenue (Mediacom)**

Projections are based on collections from Mediacom over the past several years. The current Franchise Cable Agreement expires October 1, 2027. The out-year reductions are based on the recognition that 27% of cable households are estimated to cut the cord / increase streaming. We are beginning to wean ourselves off our current level of franchise revenue.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 80,000	\$ 70,000	\$ 60,000	\$ 50,000	\$ 45,000	\$ 45,000

## **Polices Fines & Fees**

Projections are based on the level of collections from the court system over the past several years.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500

## **Interest Earned on Investments**

FY22	FY23	FY24	FY25	FY26	FY27
1.00%	0.50%	0.50%	0.50%	0.50%	0.50%

## **Grant Income (Intergovernmental Revenue)**

Only those grants that can be reasonably estimated and that have been consistently received are included in the budget. Staff will be engaging to increase our grant activity.

	FY22	FY23	FY24	FY25	FY26	FY27
County - Local Law Enforcement	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
State - Police Pension Grant	\$ 58,000	\$ 60,000	\$ 62,000	\$ 64,000	\$ 66,000	\$ 68,000
State - Municipal Street Aid (MSA)	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000
Federal - COPS	\$ 53,000	\$ 39,000	\$ 33,000	\$ -	\$ -	\$ -



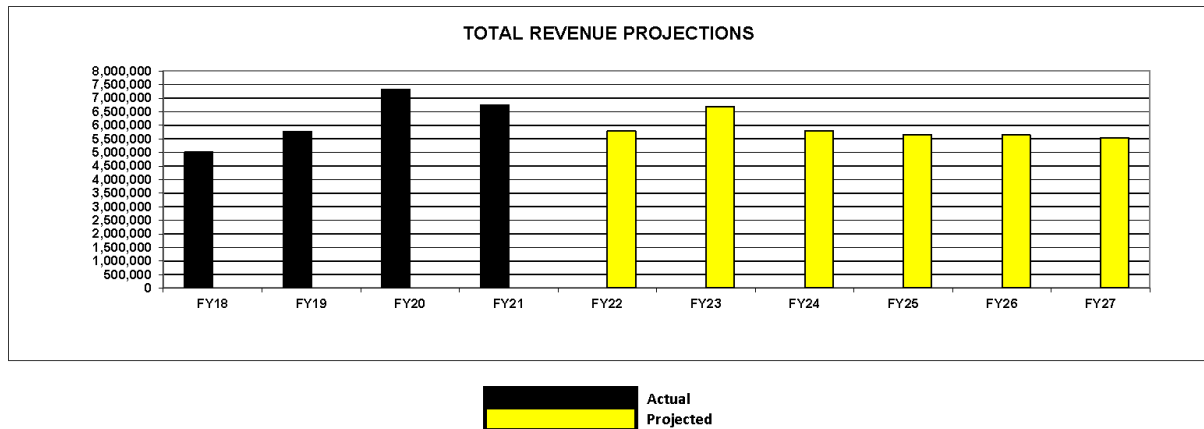
## Total Revenue Projections

The Total Revenue Projections are prior to restricted and committed funds have been transferred out from General Fund Revenue.

For FY22, the amount represents revenues budgeted not projected.

Regarding the increase in 2023, this reflects the Town's final ARPA distribution that is anticipated.

	FY22	FY23	FY24	FY25	FY26	FY27
<b>Total Revenue</b>	\$ 5,783,239	\$ 6,689,620	\$ 5,790,812	\$ 5,638,086	\$ 5,635,334	\$ 5,536,426
<b>Calculated % increase</b>		15.7%	-13.4%	-2.6%	0.0%	-1.8%



## Assumptions - Expenses

### Salary Increases

FY23 is calculated using the 6.605% COLA from the December 2021 CPI-U.

FY22 represents COLA of 1.088% and Merit of 2.21% while FY24-27 are calculated at a straight 1.5% COLA increase.

	FY22	FY23	FY24	FY25	FY26	FY27
<b>% Increase</b>	3.3%	6.6%	1.5%	1.5%	1.5%	1.5%



## **Overtime**

OVPD, DPW and P&Z includes overtime for scheduled events such as the Chicken Festival, Fire & Ice and the Town's Community Events.

	FY22	FY23	FY24	FY25	FY26	FY27
OVPD	8.0%	10.0%	10.0%	10.0%	10.0%	10.0%
DPW	7.0%	10.0%	10.0%	10.0%	10.0%	10.0%
G&A	1.0%	1.5%	1.5%	1.5%	1.5%	1.5%
P&Z	2.0%	1.0%	1.0%	1.0%	1.0%	1.0%

## **Employee Insurance Premiums**

### **-Annual Increases**

FY23 rates: To date we have not received renewal rates for Life / Disability or Dental. Health (Medical, Hospitalization, Vision) will not increase prior to July 1, 2022.

Worker's Compensation rate changes vary depending on the classification of the individual positions.

	FY22	FY23	FY24	FY25	FY26	FY27
Medical/Hospitalization/Vision	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Life/Disability	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Dental	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Workers Compensation	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%

## **State Pension Plan - Employer Share Cost**

FY23 estimated rates were received from the Pension office in January and have been used to calculate the pension expense.

Employer pension contribution for Public Safety decreased by 4.69% while the civilian plan rates decreased by 1.23%.

	FY22	FY23	FY24	FY25	FY26	FY27
% Increase	n/a*	n/a*	2.0%	2.0%	2.0%	2.0%



## **Comprehensive Land Use Plan**

**- must be periodically updated as defined in the Delaware Code**

The complete plan update which council approved at the February 14, 2017 meeting was not completed in FY18 due to staffing changes at the consulting company. The CLUP was completed and approved by the State Planning Office in June 2020. There will be a 5-year simple review required in 2025 with a full update required in 2030.

	FY22	FY23	FY24	FY25	FY26	FY27
FY25 review and FY30 major update	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -

## **Departmental Operating Budgets**

**- Non-employee related costs, except business insurance**

	FY22	FY23	FY24	FY25	FY26	FY27
FY 2023 - FY 2027 increase by	0.0%	0.0%	0.5%	0.5%	0.5%	0.5%
		"zero based"				

## **Departmental Operating Budgets - Business Insurance**

	FY22	FY23	FY24	FY25	FY26	FY27
FY 2023 - FY 2027 increase by	6.5%	5.0%	5.0%	5.0%	5.0%	5.0%

## **Street Repair & Improvements**

The Street Repair and Replacement Trust Fund ("SRRTF") - established in January 2009, by Ordinance No. 243 - was created to ensure that adequate funding is provided each year to properly maintain the ~ 26.21 miles of Town-owned streets.

During 2014, an updated study of the Town's streets was prepared by Kercher Engineering (as required by the ordinance) and the study was approved at the October 14, 2014 Council Meeting. The Paving study was updated on 02/14/19 and is represented in the FY23 budget figures with modifications.

The list of planned street projects is below.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 416,180	\$ 697,000	\$ 648,475	\$ 617,177	\$ 614,493	\$ -



## Rehabilitation Projects

### FY 2023

Street Name	From	To	Repair Cost
OCTOBER GLORY AVE-02	SYCAMORE ST	SYCAMORE ST	\$147,136
OCTOBER GLORY AVE-03	SYCAMORE ST	MAGNOLIA ST	\$255,552
OCTOBER GLORY AVE-04	MAGNOLIA ST	END	\$133,760
		<b>Total</b>	<b>\$536,488</b>

**Total Budgeted Amount Needed Including CM and Contingency**

**\$678,606**

### FY 2024

Street Name	From	To	Repair Cost
AVONDALE-01	GRACELYN	AVONDALE	\$15,605
AVONDALE-02	AVONDALE (WEST)	AVONDALE (EAST)	\$39,424
AVONDALE-03	AVONDALE	GRACELYN	\$12,672
CROMWELL-02	GRACELYN	CROMWELL	\$28,160
CROMWELL-03	CROMWELL	THORNBERRY	\$54,912
GRACELYN-01 (EB)	MUDDY NECK RD	GRACELYN	\$31,680
GRACELYN-02 (WB)	GRACELYN	MUDDY NECK RD	\$33,440
GRACELYN-03	GRACELYN	CROMWELL	\$10,560
OLD MILL DR	THORNBERRY	CROMWELL	\$44,000
THORNBERRY-01	GRACELYN	THORNBERRY	\$48,576
THORNBERRY-02	THORNBERRY	CROMWELL	\$35,200
MIDDLETON CT	WEDGEFIELD BLVD	END	\$21,120
PLANTATION CT	WEDGEFIELD BLVD	SUMMERVILLE CT	\$41,301
SUMMERVILLE CT	PLANTATION CT	WEDGEFIELD BLVD	\$23,232
WEDGEFIELD BLVD-01	CENTRAL AVE	MIDDLETON CT	\$16,427
WEDGEFIELD BLVD-02	MIDDLETON CT	AVON PARK BLVD	\$14,080
WEDGEFIELD BLVD-03	AVON PARK BLVD	SUMMERVILLE CT	\$42,240
		<b>Total</b>	<b>\$512,629</b>

**Total Budgeted Amount Needed Including CM and Contingency**

**\$648,475**





**FY 2025**

Street Name	From	To	Repair Cost
WILLOW OAK AVE-01	CENTRAL AVE	OCTOBER GLORY AVE	\$11,264
WILLOW OAK AVE-02	OCTOBER GLORY AVE	SYCAMORE ST	\$151,360
WILLOW OAK AVE-03	SYCAMORE ST	MAGNOLIA ST	\$179,520
<b>Total</b>			<b>\$342,144</b>

**Total Budgeted Amount Needed Including CM and Contingency****\$432,811****FY 2026**

Street Name	From	To	Repair Cost
WILLOW OAK AVE-04	MAGNOLIA ST	TULIP POPLAR TURN	\$195,243
WILLOW OAK AVE-05	TULIP POPLAR TURN	TULIP POPLAR TURN	\$71,339
WILLOW OAK AVE-06	TULIP POPLAR TURN	BEAVER DAM RD	\$15,488
TULIP POPLAR TURN-01	WILLOW OAK AVE	WILLOW OAK AVE	\$97,621
<b>Total</b>			<b>\$379,691</b>

**Total Budgeted Amount Needed Including CM and Contingency****\$480,309**

## Micro-surfacing Projects

### FY 2025

Street Name	From	To	Repair Cost
CAMERONS CT	MARY ELIZABETH DR	END	\$1,940
CASEYS WAY	TYLER DR	TYLER DR	\$10,842
EDWARDS CT	MORGANS TURN	END	\$3,234
ELIZABETHS TURN	TYLER DR	TYLER DR	\$1,848
MOLLYS TURN	TYLER DR	TYLER DR	\$1,294
MORGANS TURN-01	JUDITH'S RUN	TURN	\$8,408
PATRICKS CT	TYLER DR	END	\$1,940
TYLER DR-07	MARY ELIZABETH DR	MARY ELIZABETH DR	\$8,870
TYLER DR-08	MARY ELIZABETH DR	AMANDAS CT	\$7,392
TYLER DR-09	AMANDAS CT	CASEYS WAY	\$17,464
TYLER DR-10	CASEYS WAY	ELIZABETHS TURN	\$17,556
TYLER DR-11	ELIZABETHS TURN	TYLER DR	\$13,860
WINIFRED CT	JUDITHS RUN	END	\$1,940
JUDITHS RUN	MORGANS TURN	END	\$7,762
MARCIS COURT	TYLER DRIVE	END	\$2,587
MARSHL CT	CASEYS WAY	END	\$1,940
MARY ELIZABETH DR-01	TYLER DR	BREAK	\$14,230
MARY ELIZABETH DR-02	BREAK	TYLER DR	\$5,821
MARY JOE CT	TYLER DR	END	\$1,940
MATTHEW WAY	TYLER DR	TYLER DR	\$5,174
MORGANS TURN-02	TURN	TYLER DR	\$7,115
TORIE JORDAN CT	TYLER DR	END	\$2,587
		<b>Total</b>	<b>\$145,744</b>

**Total Budgeted Amount Needed Including CM and Contingency**

**\$184,366**

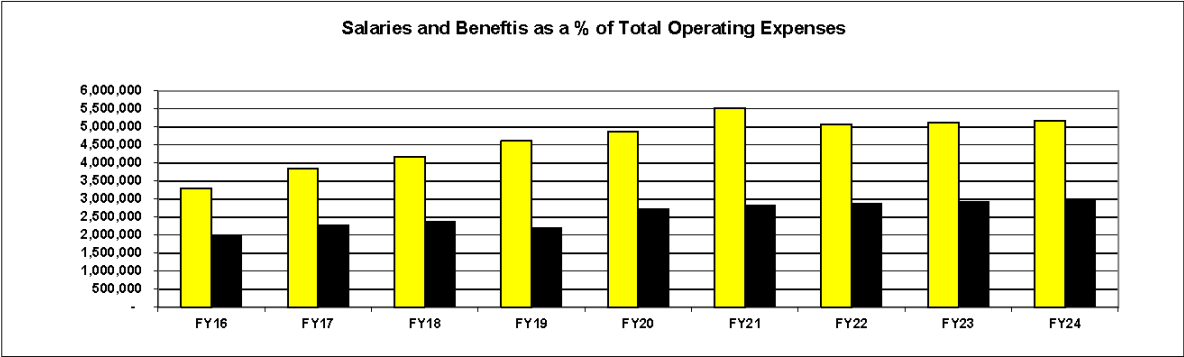


**FY 2026**

Street Name	From	To	Repair Cost
ASHLEY PARK DR	AVON PARK BLVD	END	\$4,312
AVON PARK BLVD-01	WEDGEFIELD BLVD	AVON PARK BLVD	\$2,218
AVON PARK BLVD-02	END	ASHLEY PARK DR	\$7,392
AVON PARK BLVD-03	ASHLEY PARK DR	BRIGHTON ST	\$3,696
AVON PARK BLVD-04	BRIGHTON ST	BRIGHTON ST	\$3,080
AVON PARK BLVD-05	BRIGHTON ST	BROOKGREEN DR	\$3,696
BELLE ISLE DR	AVON PARK BLVD	END	\$2,464
BRIGHTON ST-01	AVON PARK BLVD	CURVE	\$9,240
BRIGHTON ST-02	CURVE	AVON PARK BLVD	\$8,624
BRIGHTON ST-03	AVON PARK BLVD	END	\$2,464
BROOKGREEN DR	AVON PARK BLVD	END	\$2,464
EDISTO CT	ST. GEORGES ST	END	\$7,115
ST. GEORGES ST	WINDMILL DR	EDISTO CT	\$6,098
SUMTER COURT	ST. GEORGES ST	END	\$5,821
WEDGEFIELD BLVD	SUMMERVILLE CT	END	\$3,080
WHITES CREEK LANE-01	SEABROOK RD	PORT ROYAL LN	\$5,174
WHITES CREEK LN-02	PORT ROYAL LN	COLUMBIA AVE	\$5,174
MAGNOLIA ST-01	WILLOW OAK AVE	OCTOBER GLORY AVE	\$14,230
MAGNOLIA ST-02	OCTOBER GLORY AVE	BEAVER DAM RD	\$4,066
CROMWELL-01	OLD MILL	GRACELYN	\$5,667
		<b>Total</b>	<b>\$106,075</b>

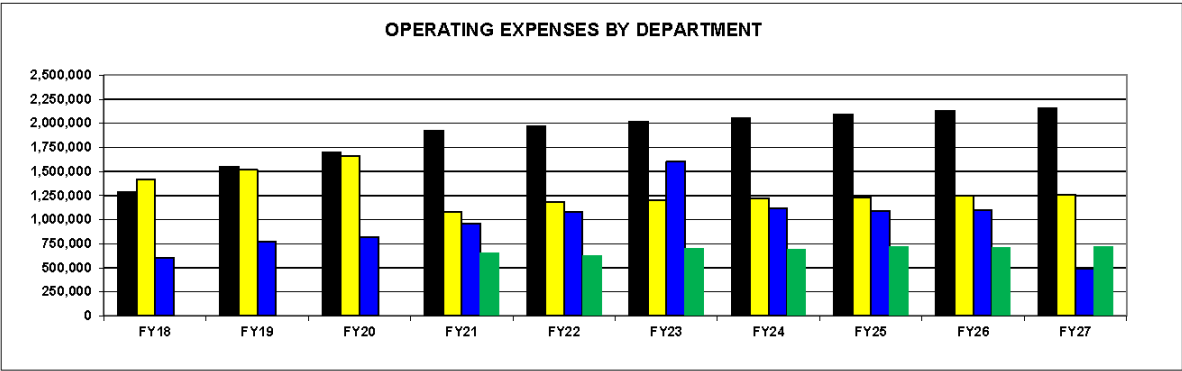
**Total Budgeted Amount Needed Including CM and Contingency****\$134,184**

# Trends - Projected Growth



		Total Department Operating Budgets	Salary and Benefits				
Salaries and Benefits calculated							
as a % of Total Operating Expenses	FY22	FY23	FY24	FY25	FY26	FY27	
	56%	51%	57%	57%	58%	66%	

*Note: Personnel costs are the major driver of the operating budget.*



	Public Safety	Administration	Public Works	Planning & Zoning

*P&Z became it's own department with the FY21 Budget which is reflected by the decrease in Administration with FY21.*



## Assumptions - Capital Improvements

### Drainage

Below is a description, projected timing and engineer's most recent cost estimates to complete critical drainage issues withing the Town.

	FY23	FY24	FY25	FY26	FY27
Country Estates Phase 2	\$ 66,000				
Country Village/Country Estates	\$ 93,000	\$ -	\$ -	\$ -	\$ -
Woodland Park Phase 2	\$ 60,500	\$ -	\$ -	\$ -	\$ -
Woodland Ave. / Daisy Ave.	\$ 579,700	\$ -	\$ -	\$ -	\$ -
Hudson Ave/Kelley Estates Pipe Crossing	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Hunter's Run Pipe Replacement	\$ 27,500	\$ -			
<b>Total projected by Fiscal Year</b>	<b>\$ 836,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Estimated Drainage Project Costs =</b>	<b>\$ 836,700</b>				

### Sidewalks

#### **- ADA Transition Plan**

In accordance with the Americans with Disabilities Act of 1990 (ADA), certain public entities are required to complete a transition plan that addresses pedestrian access routes in the public right-of-way. A 2016 detailed Transition Plan was reviewed and approved by Council at its February 14, 2017 meeting. The FY23 is based on projects currently being planned.

ADA repairs to sidewalks were moved in FY19 to the operating budget and is reimbursed by the Street Repair & Replacement Trust Fund.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 150,000	\$ 334,100	\$ -	\$ -	\$ -	\$ -

### Police Vehicles

The FY23 budget assumes four (4) police cars will be ordered in association with lead time issues to take delivery in FY23 and FY24; two (2) replacements in FY 24, 25, 26 and 27; The cost is based on the most recent new vehicle acquired.

FY22	FY23	FY24	FY25	FY26	FY27
\$ 142,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000



## **Capital Repairs and Replacement**

The Capital Replacement Trust Fund ("CRTF") was established in March 2007, by Ordinance No. 213. The CRTF was created to ensure that adequate funding is provided each year to repair and replace the Town's capital assets and improvements. The April 5, 2019 review of the Town's Reserve Study was prepared by The Whayland Group, LLC and has been amended. Projected Capital expenditures are based on the amended study.

<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
\$ 141,162	\$ 131,335	\$ 66,250	\$ 82,770	\$ -	\$ -



## Strategic Plan

The State of Delaware requires that towns participate in comprehensive planning for the purpose of encouraging the most appropriate uses of the physical and fiscal resources of the municipality and the coordination of the municipal growth, development, and infrastructure investment actions with those of other towns, Sussex County and the State. The Town of Ocean View's plan was written to comply with the requirements of a municipal development strategy as described in the Delaware Code for towns with a population greater than 2,000. It is intended to cover a 10-year planning window and be reviewed at least every five years.

The Town Council on Tuesday, March 10, 2020, adopted the Town's 2020 Comprehensive Plan update. **The Plan received a 2020 American Planning Association Small Town Award**, which is presented to an outstanding Comprehensive Plan that addresses the development of a neighborhood, community, county or region. Ocean View's success in receiving this award was its high level of community engagement opportunities provided to get feedback and input, as well as the Town's commitment to the Plan. This accomplishment was followed in November 2021 by the announcement that the **State of Delaware's local chapter of the National Planning Association awarded Ocean View's 2020 Comprehensive Plan update its 2021 Outstanding Planning Project.**

In striving to become a complete community, Ocean View, Delaware, with the support of an involved citizenry, attempted to further define its unique character, by improving connectivity, supporting mixed and efficient uses of land, honoring our history, promoting healthy and engaging environments, focusing on cleanliness and safety and encouraging business diversity and job growth. In short, the future complete Ocean View community will in turn be a place where people desire to live, open a business and be engaged.

The most important considerations identified in the Comprehensive Plan are:

- Exploring strategies for managing growth, both inside and outside of Town boundaries.
- Fostering a stronger sense of community by identifying unique features, encouraging more community events, and possibly acquiring additional community gathering spaces.
- Expanding streetscaping along Route 26 and restricting commercial growth to mainly this corridor.
- Exploring options with other local partners and the state to increase the Town's multi-modal transportation offerings by extending sidewalks/crosswalks/bikelanes and off-road pedestrian corridors throughout Town.
- Examining an array of transportation options to get visitors and residents to the beach safely.
- Protecting invaluable natural and recreational resources and assets such as the Assawoman Canal and Trail.



The Community Vision Statement is based on comments and suggestions received during the public outreach process, as well as deliberation by the Comprehensive Plan Advisory Committee. They developed the following vision:

***Ocean View: Embracing our history, managing our growth, and working together to become a complete community.***





## Personnel Changes

Over the last three (3) fiscal years, the Town has added staff due to an increase in demand for services provided by the Town.

Staffing levels are represented in the table below.

Department	2020	2021	2022	2023	Reason for Change
Administration	4	5	5	5	Transferred work in from P&Z. F/T Accountant went P/T and a new F/T Accountant was hired in FY2021.
Planning & Zoning	5	5	5	6	FY2023 Proposed a seasonal Code Enforcement Officer (3 days a week between May and October).
Public Safety	12	13	14	14	13 Sworn Officers / 1 Administrative Secretary Staffing study in FY2020 suggested the need for two (2) additional officers. One was hired in FY2021 while the 2nd officer was hired in FY2022 with a portion of salary being paid from COPS grant.
Public Works (DPW)	1	2	2	2	In FY2020, DPW went from 4 F/T to 1 F/T and outsourcing of major responsibilities. A P/T was hired in FY2021 and went F/T in FY2022

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## **FUND SUMMARIES**

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## General Fund

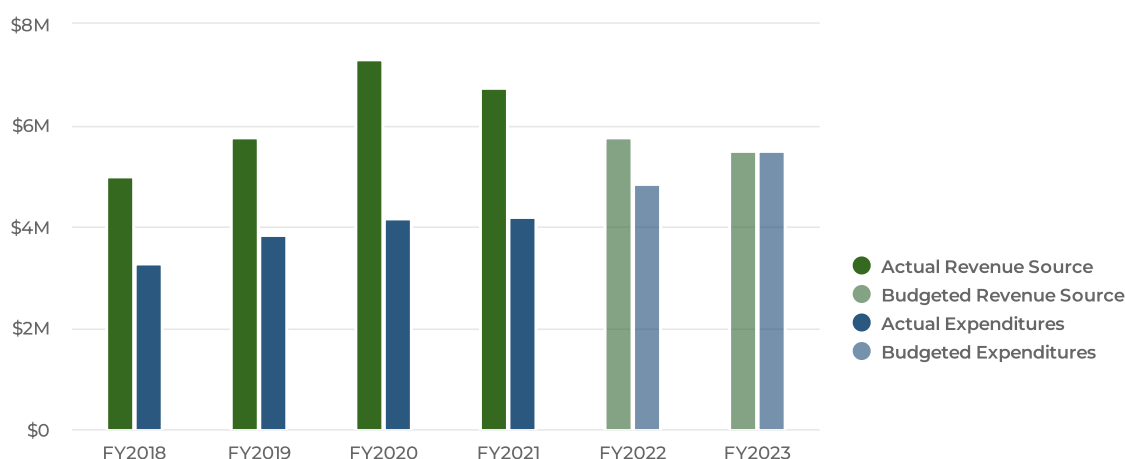
The General Fund accounts for all financial transactions and resources for the Town of Ocean View other than those required to be accounted for in another fund (Water System). Revenues in the General Fund are primarily from taxes (property, realty transfer and gross rental receipts), intergovernmental sources and charges for services.

The General Fund includes the Town administration, planning, zoning & development, public safety and public works, including capital expense funding for the nonproprietary fund (non-water projects), such as improvements to Town buildings, equipment and vehicles, public works equipment and projects, community events and John West Park improvements.

### Summary

The Town of Ocean View is projecting \$5,824,550 of revenue in FY2023, which represents a 13% increase over the prior year. Budgeted expenditures are projected to increase by 11% or from \$4,865,171 to \$5,522,870 in FY2023.

The above totals are revenues and operating expenses only and do not include Capital Expenditures funded by the General Fund or the transfer to / from the Trust accounts. The shortages must be available from the unassigned fund balance. The Operating expenses include Street Repair and Maintenance, which is funded by the Street Repair and Replacement Trust fund (SRRTF).



## Revenues by Source

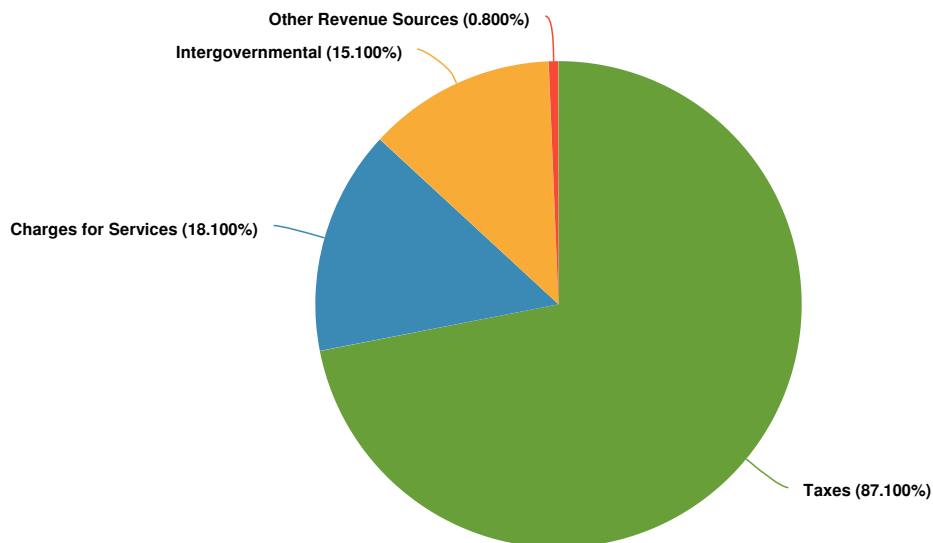
Taxes are the largest revenue source for the General Fund. Taxes include property taxes, realty transfer taxes and gross rental receipts tax. Property tax is the largest of these three revenue sources.

Property taxes continue to increase due to additional improvements and new construction added to the tax roll. Property tax assessments for FY2023 increased 24% over FY2022 due to the required Town-wide five-year reassessment. **The FY2023 budget includes a three (3) cent decrease in the property tax rate.**

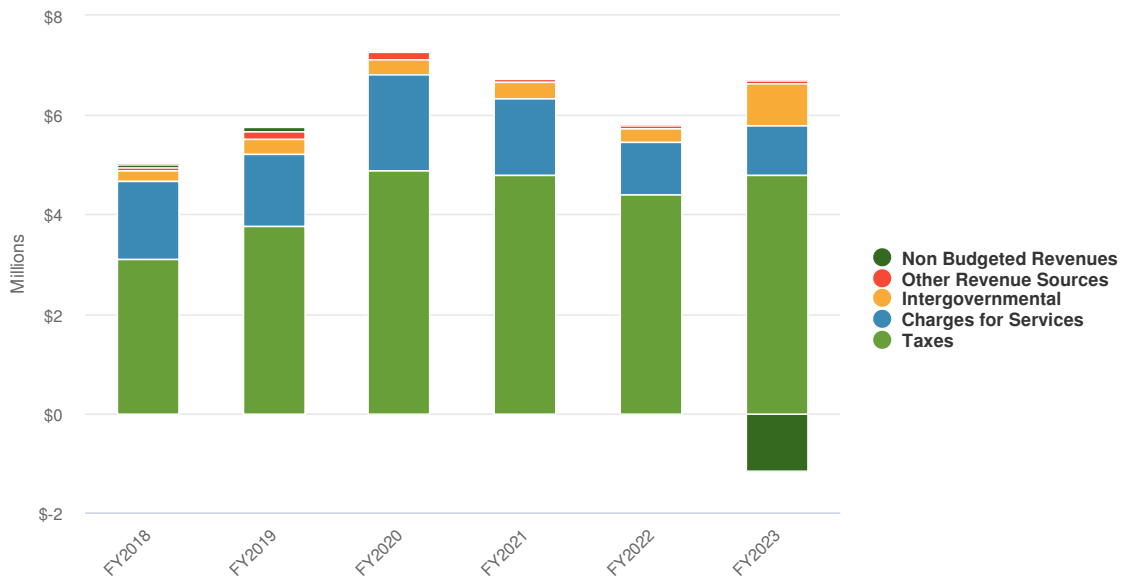
Realty transfer tax continues to be a restricted revenue for FY2023, giving no support to the general operations of the Town. Realty transfer tax is restricted to the Capital Replacement Trust (CRTF), Street Repair and Replacement Trust (SRRTF) and the Emergency Reserve Trust (ERTF).

Gross rental receipt tax has shown an average increase of 14% over the past three (3) years and is continuing that trend in FY2022.

Projected 2023 Revenues by Source



### Budgeted and Historical 2023 Revenues by Source



For Fiscal Year 2023, the following revenues are transfers out of the General Fund and shown below as non-budgeted revenue:

- Transfer Tax to CRTF, SRRTF and ERTF in the amount of \$1,250,000
- Police Department County Revenue Sharing to FY23 Capital Projects in the amount of \$30,000
- ARPA Restricted Funds in the amount \$591,170
- Impact Fees to ESEF in the amount of \$105,000
- Capital Projects (General Fund Pay-Go) in the amount of \$490,415

For Fiscal Year 2023, the following revenues are transfers into the General Fund and shown below as non-budgeted revenue:

- Street and Sidewalk Maintenance from SRRTF in the amount of \$1,031,100
- Grant award from ESEF in the amount of \$80,000 (awarded to Millville VFD annually)

For Fiscal Year 2023, the Town is proposing the use of prior year revenue or unassigned fund balance in the amount of \$188,735.

### Below is a summary of Revenues by Source

**The Revenue Detail by line item for each Revenue Source can be found in Section 3, Funding Sources.**

Name	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)
Revenue Source			
Taxes	\$4,393,830.00	\$4,810,535.00	9.500%
Intergovernmental	\$251,000.00	\$835,170.00	232.700%



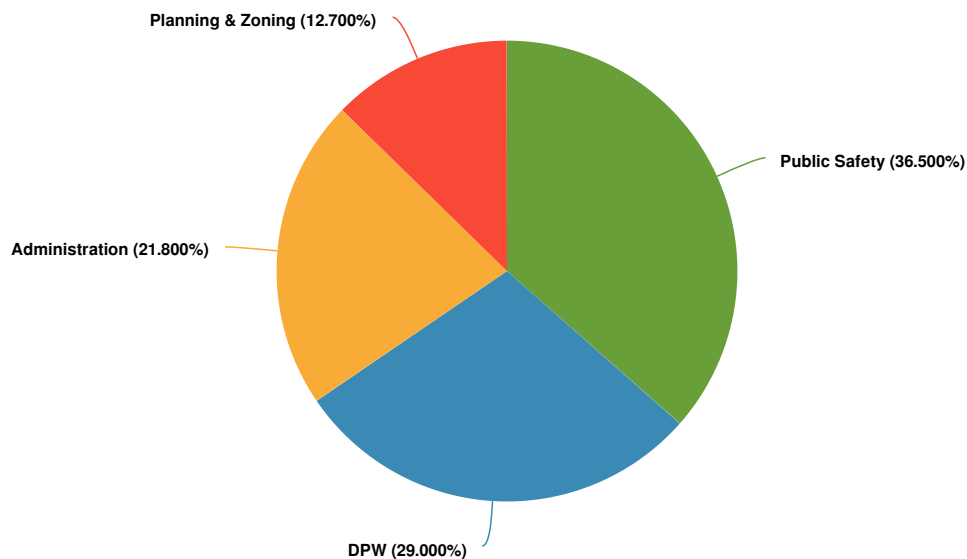
Name	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)
Charges for Services	\$1,082,010.00	\$998,940.00	-7.700%
Other Revenue Sources	\$56,400.00	\$42,475.00	-24.700%
Non Budgeted Revenues	\$0.00	-\$1,164,250.00	N/A
<b>Total Revenue Source:</b>	<b>\$5,783,240.00</b>	<b>\$5,522,870.00</b>	<b>-4.500%</b>

## Expenditures by Function

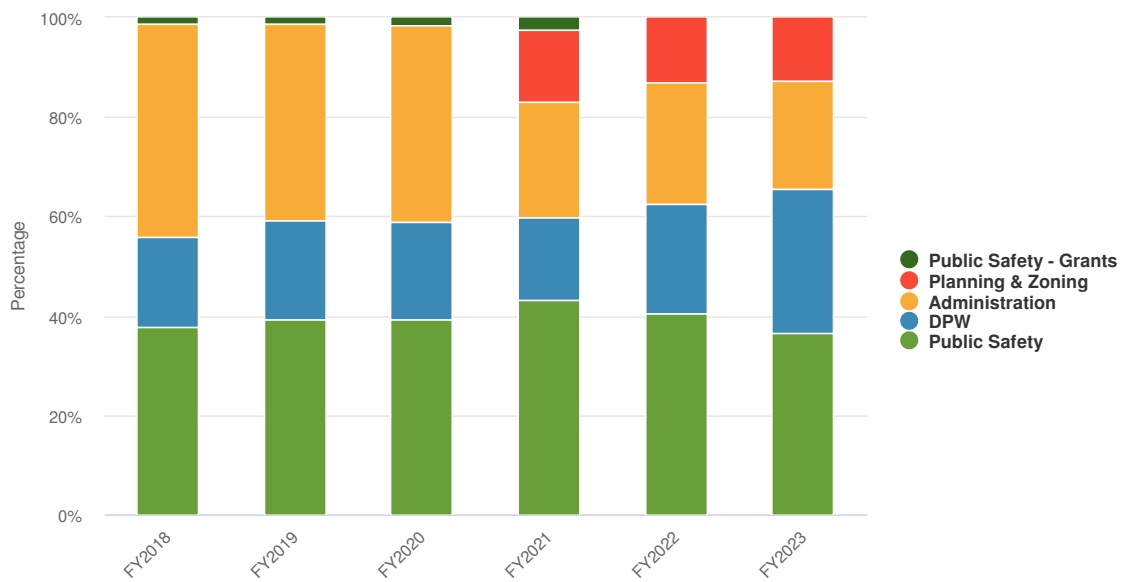
The pie chart below indicates the function (or department) supported by the Town's revenues for the citizens of Ocean View. Public Safety is 36.5% of the Town's expenditures. During the year, Public Safety applies for and is awarded many grants which aid in offsetting the expenses associated with public safety although these grants are not budgeted.

DPW (Department of Public Works) includes funding from the Street Repair and Replacement Fund for the purposes of sidewalk and street improvements. For FY2023, \$1.03 million has been budgeted.

### Budgeted Expenditures by Function



### Budgeted and Historical Expenditures by Function



**Below is a summary of Expenditures by Function (or Department)**

**The Expenditure Detail by line item for each Department can be found in Section 4, Departments.**

Administration - page 84

Planning & Zoning - page 91

Public Safety - page 96

Public Works - page 101

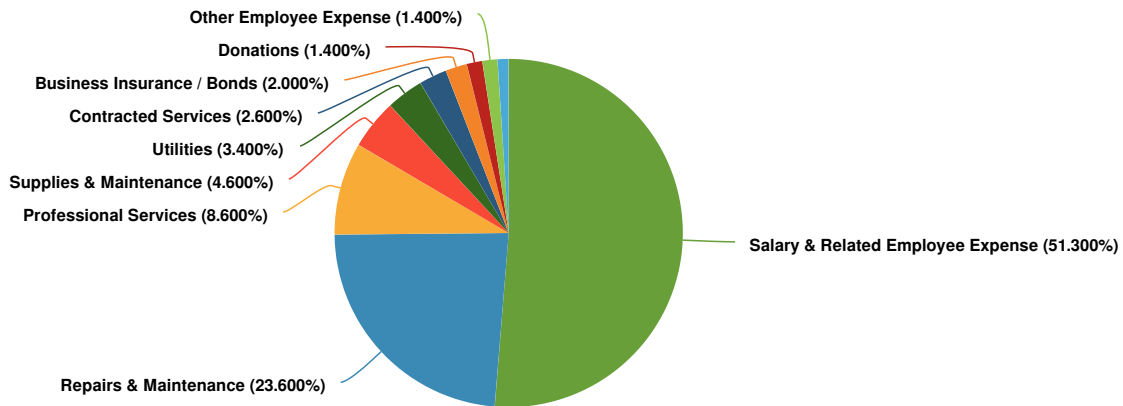
Name	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)
Expenditures			
Administration	\$1,186,065.00	\$1,204,770.00	1.600%
Planning & Zoning	\$629,890.00	\$700,885.00	11.300%
Public Safety	\$1,967,420.00	\$2,016,270.00	2.500%
DPW	\$1,081,795.00	\$1,600,945.00	48.000%
<b>Total Expenditures:</b>	<b>\$4,865,170.00</b>	<b>\$5,522,870.00</b>	<b>13.500%</b>



## Expenditures by Expense Type

The pie chart below shows the FY2023 expenditures by category. Salaries and related employee expenses are the Town's largest expenditure category at 51.3% or \$2.8 million. Salaries and related employee expenses were \$2.72 million in FY2022. The 3.3% increase over last year is the result of the 6.605% CPI-U that has been included as noted in the Budget Message.

**Budgeted Expenditures by Expense Type**



Name	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)
Expense Objects			
Salary & Related Employee Expense	\$2,727,940.00	\$2,833,090.00	3.900%
Other Employee Expense	\$72,450.00	\$77,450.00	6.900%
Business Insurance / Bonds	\$104,805.00	\$110,985.00	5.900%
Professional Services	\$525,200.00	\$474,350.00	-9.700%
Contracted Services	\$96,230.00	\$142,650.00	48.200%
Supplies & Maintenance	\$223,465.00	\$256,270.00	14.700%
Repairs & Maintenance	\$813,030.00	\$1,301,625.00	60.100%
Utilities	\$173,550.00	\$190,150.00	9.600%
Public Relations	\$48,500.00	\$56,300.00	16.100%
Donations	\$80,000.00	\$80,000.00	0.000%
<b>Total Expense Objects:</b>	<b>\$4,865,170.00</b>	<b>\$5,522,870.00</b>	<b>13.500%</b>





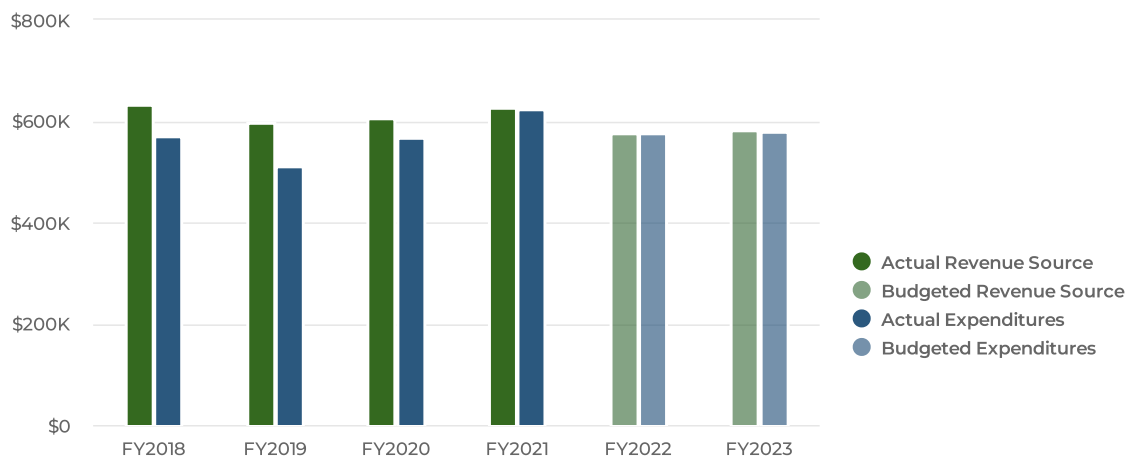


The Town of Ocean View Water System is a municipal utility that is fully outsourced to the Private water utility Tidewater. It serves approximately 928 properties within the Town. The system is operated for the Town by Tidewater Utilities and water is provided from Tidewater's wells in the Bethany Bay District. Included in the system are fire hydrants located along streets in the Town's service territory. All properties located within the service territory are required to connect to the system.

In addition, the Town has an operations agreement with Tidewater, to provide meter reading and billing on behalf of the Town's water system. Meters are read quarterly and water bills are mailed in January, April, July and October. Payment is due within 30 days of the billing date. An interest fee of 1.5% of the outstanding account balance will be assessed each month until water charges are paid in full.

### Summary

The Town of Ocean View is projecting \$583,865 of revenue in FY2023, which represents a 1.2% increase over the prior year. Budgeted expenditures are projected to increase by .7% or \$3,900.



## Fiscal Year 2023 Projected Revenue

The Water Fund's revenue is budgeted based on the number of accounts provided to the Town by Tidewater Utilities.

Quarterly Facilities Charges:		# of	
	Rate (a)	accts (b)	Total
<u>Improved - metered lots</u>			
5/8 " meters	\$ 107.66	773	\$ 83,221
1 " meters	172.78	4	691
1 1/2 " meters	303.00	2	606
2 " meters	463.26	9	4,169
<u>Unimproved lots</u>	97.66	140	13,672
Quarterly Water Facilities Charges		928	102,360
<u>6" fire service lines</u>	\$ 1,600.00	2	3,200
Quarterly Facilities Charges		Total Per Quarter	\$ 105,560

Annualized Facilities Charges		(c) Annual	\$ 422,240
Estimated water charge		(d)	\$ 150,000
Other revenue:			
Interest			500
Permits, Connections, Inspections			10,625
Miscellaneous income			500
Total Projected Revenue			\$ 583,865

### Notes:

- (a) The quarterly billing rates were established by Ord. No. 249 and 255 dated May 12, 2009 and September 8, 2009, respectively. At this time, there is no rate increase proposed for FY23.
- (b) The "# of accts" is based on a February 3, 2022 report from TUI/Middlesex that shows the number of accounts being billed for each account type and meter size.
- (c) Annualized Facilities charges (\$105,460 X 4 quarters).
- (d) Estimated water charge is a pass-through of the bulk water purchases.

### Note regarding revenue items that are not included in these projections

Revenue and Cost projections do not include items that are a "wash" from a revenue and cost standpoint that do not necessarily occur on an annual basis - e.g. new installations, utility permits & inspection fees for new connections, and additional services such as temporary shut off/turn on, check of meter for accuracy, etc.



## Fiscal Year 2023 Projected Costs

The Water Fund's largest expense is the Debt Service, followed by the purchase of water from Tidewater Utilities.

	<u>Annual Projection</u>
<b>Debt service - based on Maturity &amp; Debt Service Schedule -</b>	<b>\$ 235,358</b>
<b>Additional Debt Service Payment</b>	<b>\$ -</b>
Balance due on notes ( <i>as of refinance August 2018</i> ) = \$ 4,160 million	<b>\$ 235,358</b>
Final payment due September 2047	
<b>Operating Costs:</b>	
<b>(a) Personnel</b> - Projected Town staff time spent on water matters (Town Manager, P&Z staff, Finance Director, Accountant, Office Coordinator and DPW crew)	<b><u>48,968</u></b>
<b><u>Other Operating Costs</u></b>	
<b>(b)</b> TUI annual operation and maintenance - rate from Water Service Agreement	36,600
<b>(c)</b> TUI meter reading charges - rate from Water Service Agreement	33,064
Bulk Water Purchase	150,000
Miss Utility marking charges - based on recent history and trends	0
Advertising - to meet legal and regulatory requirements	900
Annual water sampling and quality report - regulatory requirement	750
Annual audit - separate financial statements required for Proprietary Fund	2,500
Bank Fees/Office	1,500
Dues - Delaware Rural Water Association	250
Insurance, Business	3,360
Maintenance and service calls - billed by White Marsh	18,115
Professional services - Legal & Engineering, Other	9,500
Repairs & Upgrades - Hydrant "barrel extensions" & Utility Locator	15,000
Reserve for Repairs	28,000
<b>Subtotal other operating costs</b>	<b><u>299,539</u></b>
<b>Total Operating Costs</b>	<b><u>348,507</u></b>
<b>Total Projected Costs</b>	<b><u><u>\$ 583,865</u></u></b>

### **Notes:**

- (a)** Projected personnel costs are based on FY23 proposed salaries.
- (b)** Includes on going services such as water testing, hydrant maintenance, flushing of mains, meter inspections, valve "exercising", etc.
- (c)** Note that the current Water Service Agreement - Amendment #2 - was effective April 10, 2018. This amendment will expire on April 30, 2023. FY23 is year 5 of the agreement.

### **Note regarding revenue items that are not included in these projections**

Revenue and Cost projections do not include items that are a "wash" from a revenue and cost standpoint that do not necessarily occur on an annual basis - e.g. new installations, utility permits & inspection fees for new connections, and additional services such as temporary shut off/turn on, check of meter for accuracy, etc.



## Debt

In August 2018, the Town issued general obligation bonds to advance refund two 2007 USDA loans used to finance a portion of the water distribution system. The \$4,160,000 bonds were sold at a premium of \$30,212 with a true interest rate of 3.445%, resulting in a savings of \$349,759 over the life of the debt.

The issuance did not extend the life of the debt with a final payment due September 15, 2047. As a result of the refunding, the 2007 USDA loans have been defeased. This debt is backed by full faith and credit of the Town of Ocean View, although revenues from the water utility are being used to pay the debt service. The Town has an AA+ bond rating by S&P Investment Services.

The general obligation bond series of 2018 are payable in semi-annual payments in March and September. The total amount of outstanding general obligation bonds payable at April 30, 2021 was \$4,160,000.

Debt service requirements on long-term debt at April 30, 2021 are as follows:

<b>General Obligation Bonds</b>			
<b>Year Ending April 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2022	\$ 95,000	\$ 140,233	\$ 235,233
2023	100,000	135,358	235,358
2024	105,000	130,233	235,233
2025	110,000	125,958	235,958
2026	115,000	122,583	237,583
2027-2031	495,000	558,238	1,053,238
2032-2036	865,000	454,575	1,319,575
2037-2041	500,000	323,600	823,600
2042-2046	955,000	161,513	1,116,513
2047-2048	820,000	12,780	832,780
	<b>\$ 4,160,000</b>	<b>\$ 2,165,071</b>	<b>\$ 6,325,071</b>

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## **FUNDING SOURCES**

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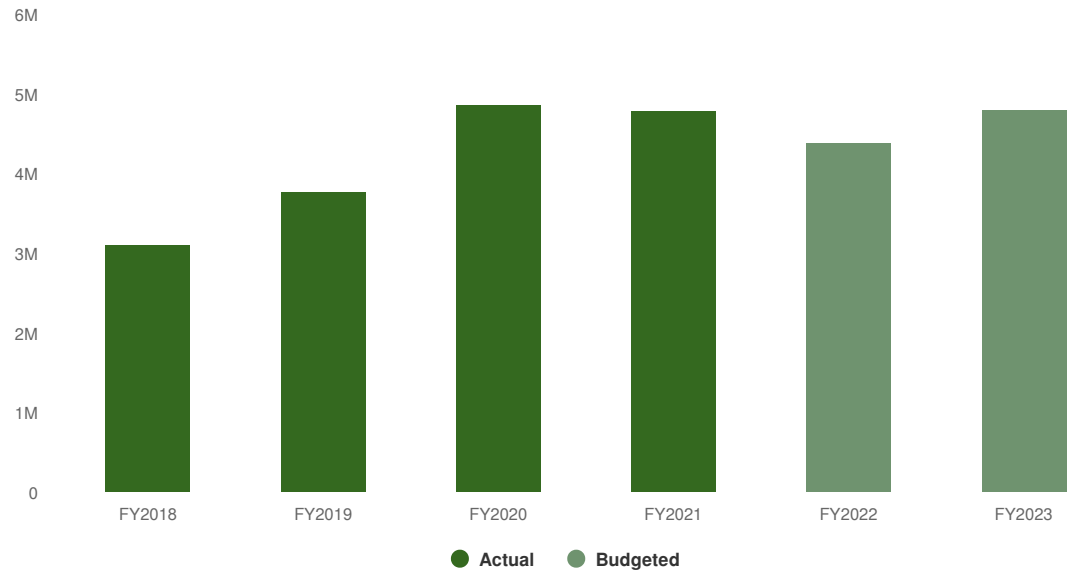
# Taxes Summary

Taxes include property taxes, realty transfer taxes and gross rental receipts tax. All of which are General Fund Revenue.

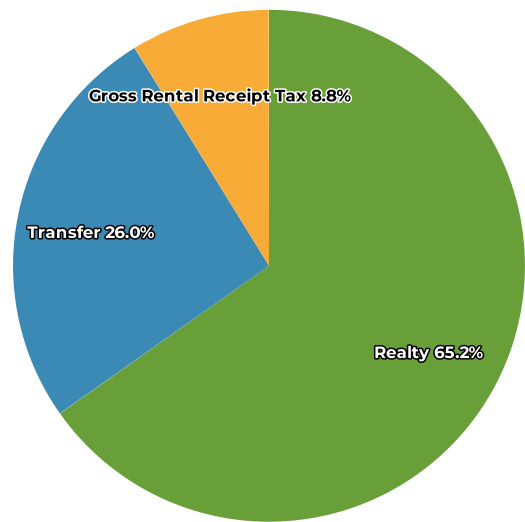
\$4,810,535

\$416,705  
(9.48% vs. prior year)

Taxes Proposed and Historical Budget vs. Actual



Tax Revenue by Source



## Revenues by Source

Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Revenue Source</b>					
<b>Taxes</b>					
<b>Realty</b>					
<b>Property Taxes Billed</b>					
Property Taxes Billed	01-400-110-101	\$2,760,065.00	\$3,169,060.00	14.800%	
<b>Total Property Taxes Billed:</b>		<b>\$2,760,065.00</b>	<b>\$3,169,060.00</b>	<b>14.800%</b>	
<b>Discount</b>					
Discount	01-400-110-105	-\$26,735.00	-\$31,340.00	17.200%	
<b>Total Discount:</b>		<b>-\$26,735.00</b>	<b>-\$31,340.00</b>	<b>17.200%</b>	
<b>Total Realty:</b>		<b>\$2,733,330.00</b>	<b>\$3,137,720.00</b>	<b>14.800%</b>	
<b>Transfer</b>					
<b>Transfer Taxes</b>					
Transfer Taxes	01-400-115-003	\$1,250,000.00	\$1,250,000.00	0.000%	
<b>Total Transfer Taxes:</b>		<b>\$1,250,000.00</b>	<b>\$1,250,000.00</b>	<b>0.000%</b>	
<b>Total Transfer:</b>		<b>\$1,250,000.00</b>	<b>\$1,250,000.00</b>	<b>0.000%</b>	
<b>Gross Rental Receipt Tax</b>					
<b>Gross Rental Receipt Taxes</b>					
Gross Rental Receipt Taxes	01-400-123-165	\$410,500.00	\$422,815.00	3.000%	
<b>Total Gross Rental Receipt Taxes:</b>		<b>\$410,500.00</b>	<b>\$422,815.00</b>	<b>3.000%</b>	
<b>Total Gross Rental Receipt Tax:</b>		<b>\$410,500.00</b>	<b>\$422,815.00</b>	<b>3.000%</b>	
<b>Total Taxes:</b>		<b>\$4,393,830.00</b>	<b>\$4,810,535.00</b>	<b>9.500%</b>	
<b>Total Revenue Source:</b>		<b>\$4,393,830.00</b>	<b>\$4,810,535.00</b>	<b>9.500%</b>	

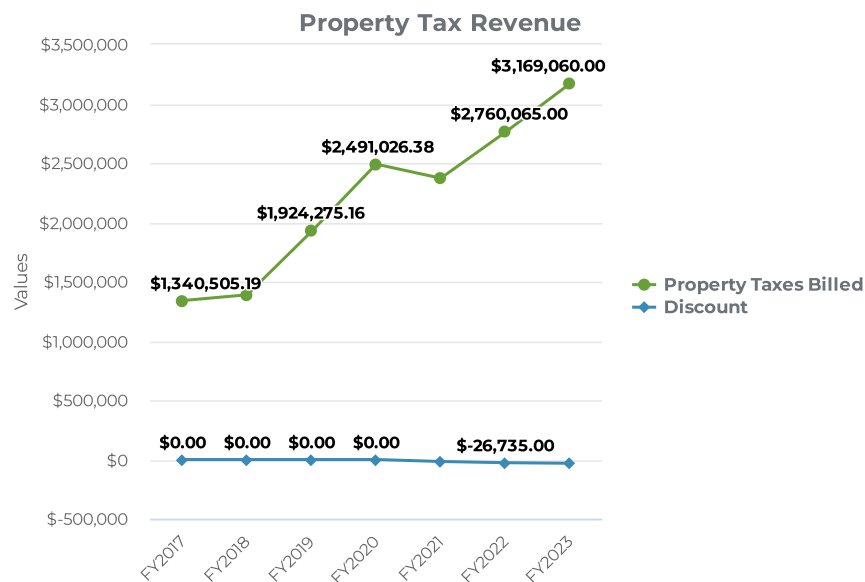


## Property Tax Revenue

The current tax rate is .2678 per \$100 of taxable assessments. We have proposed a decrease of three (3) cents to the rate for the upcoming budget year. The FY 2023 taxes are projected based on the total assessed values updated as of December 31, 2021. The full town reassessment was completed the end of December 2021 following three (3) months of work by Pearson's Appraisal Services, our Town assessment firm. Change of Assessment letters were mailed to all property owners notifying them of their new property assessment effective May 2022.

One cent is equal to approximately an increase or decrease of \$131,781 in tax revenue.

At the January 11, 2022 Council meeting, Council recommended that the town continue to grant an 1% discount for early payment of property taxes or \$31,340.





## Historical Chart of Tax Rates

The years in red notate the full town reassessment years as required by Town Charter.

2008-2009	\$	0.0981	0.0000	0%
2009-2010	\$	0.1059	0.0078	8%
2010-2011	\$	0.1144	0.0085	8%
2011-2012	\$	0.1236	0.0092	8%
<b>2012-2013</b>	<b>\$</b>	<b>0.1588</b>	<b>0.0352</b>	28%
2013-2014	\$	0.1588	0.0000	0%
2014-2015	\$	0.1620	0.0032	2%
2015-2016	\$	0.1652	0.0032	2%
2016-2017	\$	0.1652	0.0000	0%
<b>2017-2018</b>	<b>\$</b>	<b>0.1652</b>	0.0000	0%
2018-2019	\$	0.2478	0.0826	50%
2019-2020	\$	0.2478	0.0000	0%
2020-2021	\$	0.2478	0.0000	0%
2021-2022	\$	0.2678	0.0200	8%
<b>Proposed</b>				
<b>2022-2023</b>	<b>\$</b>	0.2378	(0.0300)	-11%

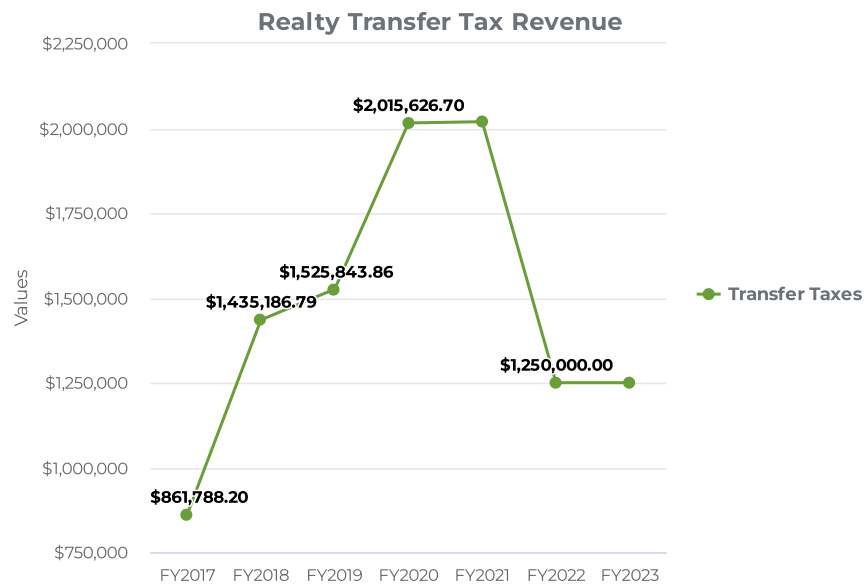


## Realty Transfer Tax Revenue

Realty Transfer Tax are restricted and fund the Capital Replacement Trust (CRTF), Street Repair & Replacement Trust (SRRTF) and the Emergency Reserve Trust (ERTF)

At the January 11, 2022 Council meeting, Council recommended that the Town continue to eliminate reliance on transfer tax. The CRTF (ordinance 304) is funded with 12.5% of the collected transfer tax, the SRRTF (ordinance 303) is funded with 25% of the transfer tax and the ERTF (ordinance 339) is funded with transfer tax with the balance to be maintained at 20% of the annual operating budget.

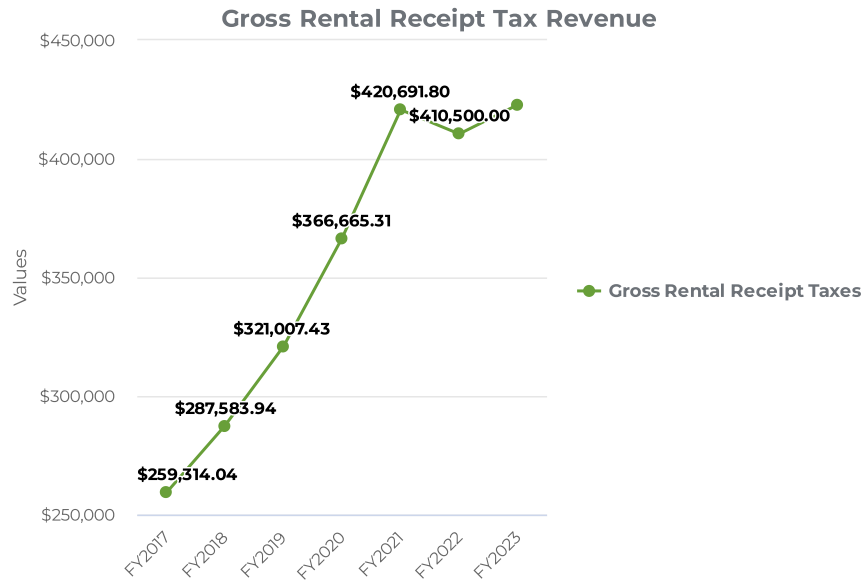
With the Town reaching its limit of annexation, the realty transfer tax will be transitioning from mostly the sale of new homes to the sale of existing homes. With this in mind, the realty transfer tax revenue remains unchanged from last fiscal year.



## Gross Rental Receipt Tax Revenue

Gross rental receipt tax revenue projections are based on trends in prior year collections. The gross rental receipt tax revenue has increased an average of 14% over the last three (3) fiscal years.

For fiscal year 2023, we have budgeted \$422,815.



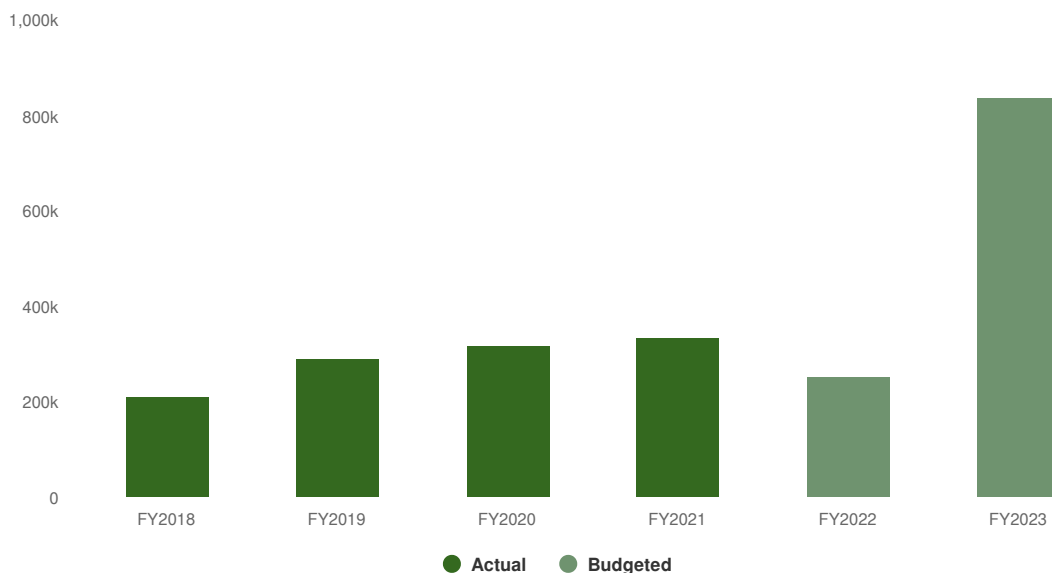
## Intergovernmental Summary

Intergovernmental revenue is made up of monies from other governmental agencies, including grantor for general financial support. The Town budgets for only those grants that can be reasonably estimated and that have been consistently received. Other grants are applied for and awarded during the fiscal year to offset Police Department overtime, training, and supplies.

The significant increase over fiscal year 2022 is the second installment of the American Recovery Plan (ARPA) grant in the amount of \$591,170.

**\$835,170** **\$584,170**  
(232.74% vs. prior year)

### Intergovernmental Proposed and Historical Budget vs. Actual



## Intergovernmental Revenue by Category

Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>General Fund</b>					
<b>Intergovernmental</b>					
Municipal Street Aid DPW	01-400-340-215	\$115,000.00	\$115,000.00	0.000%	
State Pension Funding PD	01-400-240-205	\$58,000.00	\$60,000.00	3.400%	
County Revenue Sharing Funds PD	01-400-240-210	\$25,000.00	\$30,000.00	20.000%	
Public Safety: Other Grants - COPS	01-400-240-230	\$53,000.00	\$39,000.00	-26.400%	
Grant Proceeds - G&A	01-400-235-105		\$591,170.00	N/A	
<b>Total Intergovernmental:</b>		<b>\$251,000.00</b>	<b>\$835,170.00</b>	<b>232.700%</b>	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Total General Fund:</b>		<b>\$251,000.00</b>	<b>\$835,170.00</b>	<b>232.700%</b>	



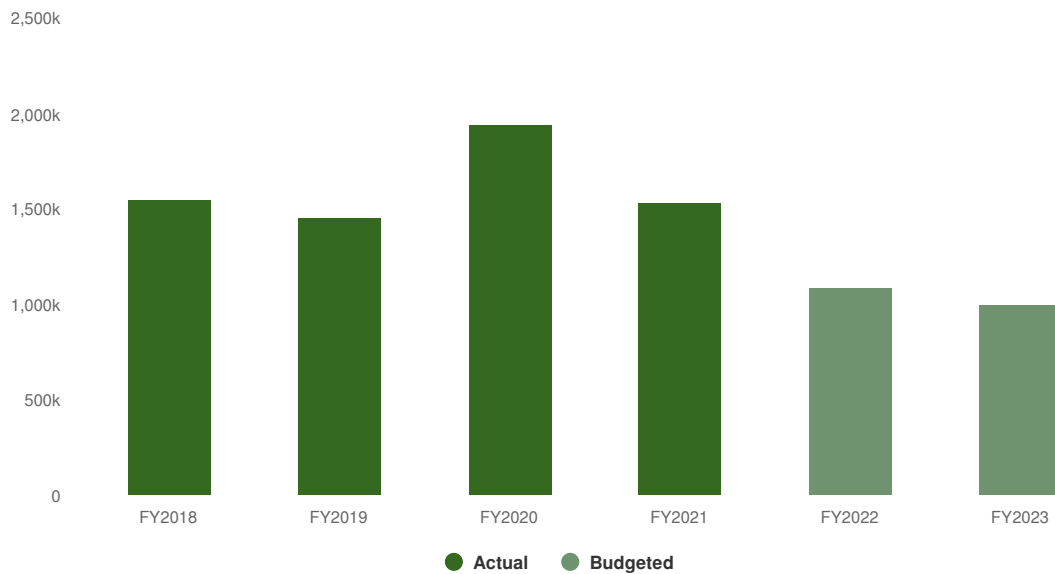
## Charges for Services Summary

Charges for Services are collected by the Town of Ocean View. These services include licenses, reimbursable fees and permits or building-related fees.

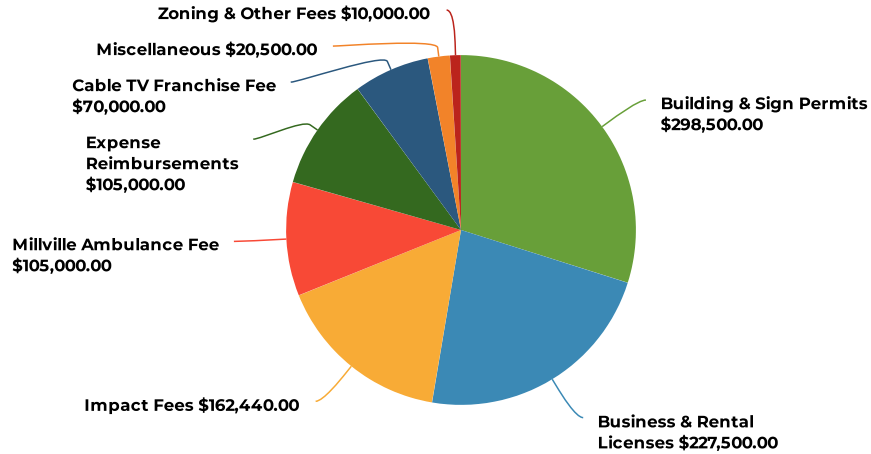
With the Town reaching its limit of annexation, building-related fees will be decreasing as the Town transitions from permits for new home construction to permits for maintenance or improvements of existing homes. With this in mind, we have conservatively budgeted for 43 new home permits in fiscal year 2023 which is a 27% decrease from fiscal year 2022.

**\$998,940** **-\$83,070**  
(-7.68% vs. prior year)

### Charges for Services Proposed and Historical Budget vs. Actual



## Charges for Services Revenue



## Charges for Service Revenue by Line Item

Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>General Fund</b>					
<b>Charges for Services</b>					
Building Permits	01-400-120-105	\$388,440.00	\$280,500.00	-27.800%	
Sign Permit	01-400-120-110	\$2,000.00	\$1,500.00	-25.000%	
Site Plan/Lot Development Fees	01-400-120-125	\$15,000.00	\$15,000.00	0.000%	
Other Fees and Permits	01-400-120-130	\$1,500.00	\$1,500.00	0.000%	
Rental License	01-400-121-155	\$73,500.00	\$75,000.00	2.000%	
Temporary Business License	01-400-121-110	\$2,500.00	\$2,500.00	0.000%	
Business Licenses	01-400-121-135	\$105,000.00	\$150,000.00	42.900%	
Impact Fee - New Construction	01-400-120-115	\$54,570.00	\$57,440.00	5.300%	
ESEF Impact Fee / Permits	01-400-120-120	\$120,000.00	\$105,000.00	-12.500%	
Application & Review Fees	01-400-125-175	\$10,000.00	\$10,000.00	0.000%	
Misc G&A: Cable Franchise Fees	01-400-130-005	\$80,000.00	\$70,000.00	-12.500%	
Ambulance Fees - pass thru - MVFCo	01-400-140-003	\$95,000.00	\$105,000.00	10.500%	
Reimbursable Prof Reviews G&A	01-400-140-001	\$100,000.00	\$100,000.00	0.000%	
Prop Maintenance Code Violations G&A	01-400-140-002	\$3,000.00	\$5,000.00	66.700%	
Misc G&A: Other Income	01-400-130-010	\$2,000.00	\$2,000.00	0.000%	
Misc G&A: Refund of Pr Yr Expenses	01-400-130-025	\$15,500.00	\$2,000.00	-87.100%	
Misc G&A: Lease Pymts/Rental Fees	01-400-130-035	\$3,500.00	\$6,000.00	71.400%	
Misc G&A: 10% Admin Fee-Reimb Reviews	01-400-130-200	\$5,000.00	\$5,000.00	0.000%	
EG Programming Support - Mediacom	01-400-140-004	\$3,000.00	\$3,000.00	0.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Misc PD: Sale of Assets	01-400-230-040	\$2,500.00	\$2,500.00	0.000%	
<b>Total Charges for Services:</b>		<b>\$1,082,010.00</b>	<b>\$998,940.00</b>	<b>-7.700%</b>	
<b>Total General Fund:</b>		<b>\$1,082,010.00</b>	<b>\$998,940.00</b>	<b>-7.700%</b>	





## Other Funding Sources Summary

Other funding sources include interest, restricted and unrestricted, police fines and fees and transfers from the Town's trusts. For fiscal year 2023, interest has been conservatively budgeted based on the past year's interest revenue reflecting decreases in all interest categories as shown below.

The Town's trusts are the Capital Replacement Trust (CRTF), Street Repair and Replacement Trust (SRRTF) and the Emergency Reserve Replacement Trust (ERTF). Analysis of each of these trusts is shown below.

**\$42,475** **-\$13,925**  
(-24.69% vs. prior year)

## Revenues by Category

Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Revenue Source</b>					
<b>Other Revenue Sources</b>					
<b>Interest</b>					
<b>Interest Earned - Restricted</b>					
Interest Earned - Restricted	01-400-115-155	\$900.00	\$75.00	-91.700%	
<b>Total Interest Earned - Restricted:</b>		<b>\$900.00</b>	<b>\$75.00</b>	<b>-91.700%</b>	
<b>Misc G&amp;A: Unrestricted Interest Income</b>					
Misc G&A: Unrestricted Interest Income	01-400-130-045	\$10,000.00	\$1,500.00	-85.000%	
<b>Total Misc G&amp;A: Unrestricted Interest Income:</b>		<b>\$10,000.00</b>	<b>\$1,500.00</b>	<b>-85.000%</b>	
<b>Misc G&amp;A: Restricted Interest Income</b>					
Misc G&A: Restricted Interest Income	01-400-130-155	\$3,000.00	\$200.00	-93.300%	
<b>Total Misc G&amp;A: Restricted Interest Income:</b>		<b>\$3,000.00</b>	<b>\$200.00</b>	<b>-93.300%</b>	
<b>Misc G&amp;A: Restricted CRTF Interest</b>					
Misc G&A: Restricted CRTF Interest	01-400-130-301	\$1,000.00	\$350.00	-65.000%	
<b>Total Misc G&amp;A: Restricted CRTF Interest:</b>		<b>\$1,000.00</b>	<b>\$350.00</b>	<b>-65.000%</b>	
<b>Misc G&amp;A: Restricted ERTF Interest</b>					



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Misc G&A: Restricted ERTF Interest	01-400-130-302	\$500.00	\$150.00	-70.000%	
<b>Total Misc G&amp;A: Restricted ERTF Interest:</b>		<b>\$500.00</b>	<b>\$150.00</b>	<b>-70.000%</b>	
<b>Misc G&amp;A: Restricted SRRTF Interest</b>					
Misc G&A: Restricted SRRTF Interest	01-400-130-303	\$2,000.00	\$1,200.00	-40.000%	
<b>Total Misc G&amp;A: Restricted SRRTF Interest:</b>		<b>\$2,000.00</b>	<b>\$1,200.00</b>	<b>-40.000%</b>	
<b>Total Interest:</b>		<b>\$17,400.00</b>	<b>\$3,475.00</b>	<b>-80.000%</b>	
<b>Donations</b>					
<b>Misc PD: Donations</b>					
Misc PD: Donations	01-400-230-020	\$500.00	\$500.00	0.000%	
<b>Total Misc PD: Donations:</b>		<b>\$500.00</b>	<b>\$500.00</b>	<b>0.000%</b>	
<b>Total Donations:</b>		<b>\$500.00</b>	<b>\$500.00</b>	<b>0.000%</b>	
<b>Public Safety Fines &amp; Fees</b>					
<b>Misc PD: Report Fees &amp; Other</b>					
Misc PD: Report Fees & Other	01-400-230-005	\$1,500.00	\$1,500.00	0.000%	
<b>Total Misc PD: Report Fees &amp; Other:</b>		<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>0.000%</b>	
<b>Misc PD: Fines</b>					
Misc PD: Fines	01-400-230-010	\$37,000.00	\$37,000.00	0.000%	
<b>Total Misc PD: Fines:</b>		<b>\$37,000.00</b>	<b>\$37,000.00</b>	<b>0.000%</b>	
<b>Total Public Safety Fines &amp; Fees:</b>		<b>\$38,500.00</b>	<b>\$38,500.00</b>	<b>0.000%</b>	
<b>Total Other Revenue Sources:</b>		<b>\$56,400.00</b>	<b>\$42,475.00</b>	<b>-24.700%</b>	
<b>Total Revenue Source:</b>		<b>\$56,400.00</b>	<b>\$42,475.00</b>	<b>-24.700%</b>	



## Recap of Trust Accounts

RECAP below is for the 10-year period ending April 30, 2031

Balances shown are as of the end of each Fiscal Year

Fiscal Year	SRRTF	CRTF	ERTF	Projected Totals	Actual Balances as of 04/30/2021
FY21	4,394,484	1,000,330	912,257	<b>6,307,071</b>	
FY22	3,331,736	1,015,568	971,914	5,319,218	
FY23	2,371,276	1,040,635	1,104,670	4,516,581	
FY24	1,784,047	1,099,541	1,007,945	3,891,533	
FY25	1,426,137	1,129,436	1,008,097	3,563,670	
FY26	1,032,858	1,229,606	1,008,248	3,270,712	
FY27	1,844,004	1,177,945	924,908	3,946,857	
FY28	2,571,781	1,203,906	925,047	4,700,733	
FY29	3,299,666	1,224,945	925,185	5,449,796	
FY30	4,027,661	1,312,628	925,324	6,265,614	
FY31	4,027,771	1,312,641	925,463	6,265,875	

### Legend

<b>SRRTF</b>	<b>Street Repair and Replacement Trust Fund (reflects projects planned)</b>
<b>CRTF</b>	<b>Capital Replacement Trust Fund (Reflects the 2019 Reserve Study amended)</b>
<b>ERTF</b>	<b>Emergency Reserve Trust Fund (20% of Annual Operation Budget)</b>



# Street Repair and Replacement Trust

Balance in SRRTF at April 30, 2021		
Total Restricted for the SRRTF - see pg. 29 audited financial statements	\$	4,160,700
Add balance in MSA money market account at Fulton Bank		233,784
Total restricted at beginning of FY21 for street an drainage projects =	\$	4,394,484

	Projected Additions				Projected Expenditures			Balance at end of Fiscal Year
	MSA Grant Receipts	Transfer Tax Deposits		Interest Income	Street Maintenance Costs	Sidewalk Connectivity Costs	Drainage Project Costs	
		Monthly Collections	"Excess" Collections					
		(a)	(b)	(c)	(d)	(e)		\$ 4,394,484
FY22	115,000	312,500	721,730	659	(416,180)	(853,200)	\$ (943,257)	3,331,736
FY23	115,000	312,500	648,640	500	(697,000)	(503,400)	(836,700)	2,371,276
FY24	115,000	250,000	721,890	356	(648,475)	(1,026,000)	-	1,784,047
FY25	115,000	225,000	562,500	268	(617,177)	(643,500)	-	1,426,137
FY26	115,000	200,000	500,000	214	(614,493)	(594,000)	-	1,032,858
FY27	115,000	175,000	520,991	155	-	-	-	1,844,004
FY28	115,000	175,000	437,500	277	-	-	-	2,571,781
FY29	115,000	175,000	437,500	386	-	-	-	3,299,666
FY30	115,000	175,000	437,500	495	-	-	-	4,027,661
FY31	115,000	175,000	437,500	604	-	-	-	4,027,771
Proof	1,150,000	2,175,000	5,425,751	3,913	(2,993,325)	(3,620,100)	(1,779,957)	9,180,417

As of 12/31/2021, the Trust has \$3,948,381 with \$1,926,060 available for use in Fulton Government Interest Money Market, \$137,360 available for use in the Municipal Street Aid account, also a Fulton Government Interest Money Market, and \$1,884,961 invested with Fulton Cash Reserve Investment Management (CRIM).

## Notes

- (a) Deposits are made each month to the SRRTF based on the level of Transfer Taxes collected. Ord. No. 303 (adopted May 14, 2013) provides the 25% of total transfer taxes collected are to be used to fund the SRRTF.
- (b) During the preparation of the FY17 & FY18 Budget, Town Council confirmed that the Town should continue to reduce the amount of Transfer Tax collections applied to operations to (i) accumulate additional funds for infrastructure projects and (ii) gradually wean the Town from the use of this tax for operations.
- Beginning with FY19 Town Council confirmed that the Town remove all reliance on Transfer Tax collections in order to build necessary reserves while the revenue stream is still strong, with the expectation that in the foreseeable future the Town will see a steep decline in these funds.
- (c) Interest income is projected based on the beginning of the fiscal year balance.
- The current interest rate estimate is - **0.02%**
- (d) Projected expenditures are based on the following studies completed by Kercher Engineering ("KEI"):
- FY19 Pavement Management Study provided by KEI on February 14, 2019
- (e) Engineer's costs for construction project management (design, bidding process, construction inspections, etc.) were provided by Kercher Engineering ("KEI").



## Capital Replacement Trust

Balance in CRTF at April 30, 2021

Total Restricted for the CRTF - see pg. 29 audited financial statements =

**\$ 1,000,330**

	Deposits from Transfer Tax Receipts	Projected Interest Income	Projected Capital Repairs Current Yr \$\$	Balance at end of Fiscal Year
	(a)	(b)	(c) (d)	
FY21				\$ 1,000,330
FY22	156,250	150	(141,162)	1,015,568
FY23	156,250	152	(131,335)	1,040,635
FY24	125,000	156	(66,250)	1,099,541
FY25	112,500	165	(82,770)	1,129,436
FY26	100,000	169	-	1,229,606
FY27	87,500	184	(139,345)	1,177,945
FY28	87,500	177	(61,716)	1,203,906
FY29	87,500	181	(66,642)	1,224,945
FY30	87,500	184	-	1,312,628
FY31	87,500	197	-	1,312,641
<i>Proof</i>	<i>1,087,500</i>	<i>1,715</i>	<i>(689,220)</i>	<i>1,400,325</i>

As of 12/31/2021, the Trust has \$1,019,388 with \$664,206 available for use in WSFS Business Money Market and 341,182 invested with WSFS in the form of a 12-month, 1.9% CD that will come due on 8/31/2022.

### Notes

(a) Deposits are made each month to the CRTF based on the level of transfer taxes collected. Ordinance No. 304 adopted effective May 14, 2013, provides that 12.5% of total transfer tax collections are to be used to fund the CRTF.

(b) Interest income is projected based on the beginning of the fiscal year balance.

The current interest rate estimate is -

**0.02%**

(c) Projected Capital Expenditures are based on the April 5, 2019, review of the Town's capital assets titled "Reserve Study" prepared by Bob Wheatley of The Whayland Group, LLC. The expenditures projected by Mr. Wheatley in this study were inflated at the rate of 3% per year.

It should be noted that the timing of certain projects included in the approved study have been adjusted. Some projects have been accelerated, while others have been delayed because repair and/or replacement is not deemed necessary as of the current budget year. Due to the shifting of certain projects, FY23-27 are based on the capital budget under review.

(d) Note that effective with the FY19 budget, the expenditure of CRTF fund changed from being limited to those cases when the repair or replacement cost exceeds \$1,500 to costs exceeding \$2,500.



## Emergency Reserve Trust

Balance in ERTF at April 30, 2021

Total Restricted for the ERTF - see pg. 29 audited financial statements = \$ 912,257

	Deposits from Transfer Tax Receipts	Projected Interest Income	Budgeted Expenditures	Balance at end of Fiscal Year	Budgeted or Proposed Operating Expenses	Required 20% of budgeted or Proposed Expenses
	(a)	(b)		(c)	(d)	(e)
FY21	-	-	-	<span style="background-color: #d4edda;">\$ 912,257</span>	4,611,420	922,284
FY22	59,520	137	-	971,914	4,865,170	973,034
FY23	132,610	146	-	1,104,670	5,522,870	1,104,574
FY24	(96,890)	166	-	1,007,945	5,038,969	1,007,794
FY25		151	-	1,008,097	5,011,094	1,002,219
FY26		151	-	1,008,248	5,015,780	1,003,156
FY27	(83,491)	151	-	924,908	4,623,035	924,607
FY28		139	-	925,047	-	-
FY29		139	-	925,185	-	-
FY30		139	-	925,324	-	-
FY31		139	-	925,463	-	-
<i>Proof</i>	<b>11,749</b>	<b>1,457</b>	<b>-</b>	<b>925,463</b>		

The Emergency Reserve Trust is funded at just under 20% of the FY22 Operating Budget due to the drop in interest rates over the past 12 months.

As of 12/31/2021, the Trust has \$972,080 with \$664,852 available for use in Fulton Bank Government Interest Money Market and \$307,228 invested with Raymond James Financial Services. Funds above \$250,000 will be transferred to Raymond James for investing according to the Town's Investment policy once any FY2022 needs, if any, are determined.

### Notes

- (a) The ERTF was established in 2007 by Ordinance No. 212. When the Street Repair & Replacement Trust Fund was established in 2009, that ordinance provided that future deposits from Transfer Tax collections should be used to "fund" the SRRTF instead of the ERTF.
- (b) Interest income is projected based on the beginning of the fiscal year balance.  
The current interest rate estimate is - 0.02%
- (c) Note that Town Code Sec. 14-3 D "Method of Funding" (Ord. No 278 adopted on 05/17/11) provides that the ERTF shall be funded by "appropriations from the annual operating budget to maintain the ERTF at \$275,000".
- Ordinance No. 339 adopted on 5/9/17 revises the balance to be maintained to 20% of the current operating budget and shall be funded through excess transfer tax revenues, with FY22 being when the balance must be met and maintained.
- (d) Columns (d) and (e) represent the budgeted amount whether adopted or proposed in the fiscal year draft of the Operating Budget and the required balance to maintained for each fiscal year.
- (e)



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# DEPARTMENTS

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## Administration

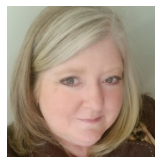


**Carol S. Houck**  
Town Manager

The Town Administration includes the Town Manager and her staff. The Town Manager is appointed by the Mayor and Council and serves at the pleasure of the Mayor and Council. The role of the Town Manager is to be the Chief Executive Officer of the Town and to supervise the day-to-day operations of all the departments of Town Government. The Town Manager is charged with developing the annual and long-range capital improvement budgets. She is assisted by four (4) department division heads - including the Director of Finance, Director of Planning & Zoning, Public Works Manager and the Chief of Police.

The administrative department oversees all finance operations, records management, human resources management, Town Clerk duties, financial oversight of the municipal water system, website and advertising, event management, budgeting and tax collection.

## Finance



**Dawn Mitchell Parks**  
Director of Finance

The Finance Department is responsible for all Ocean View financial operations including general accounting and reporting, accounts payable, payroll, property tax billing and collection. The department also coordinates the development of the Town's annual operating and capital budgets and works with the independent auditors during the annual audit and the preparation of the Town's annual financial statements. The Finance Director reports directly to the Town Manager.

## Expenditures Summary

Administration expenditures have increased \$18,705 or 1.58% over the prior year.

In FY 2021, the Department of Planning & Zoning was removed from the Administration Budget, becoming a separate department, as reflected in the chart below.

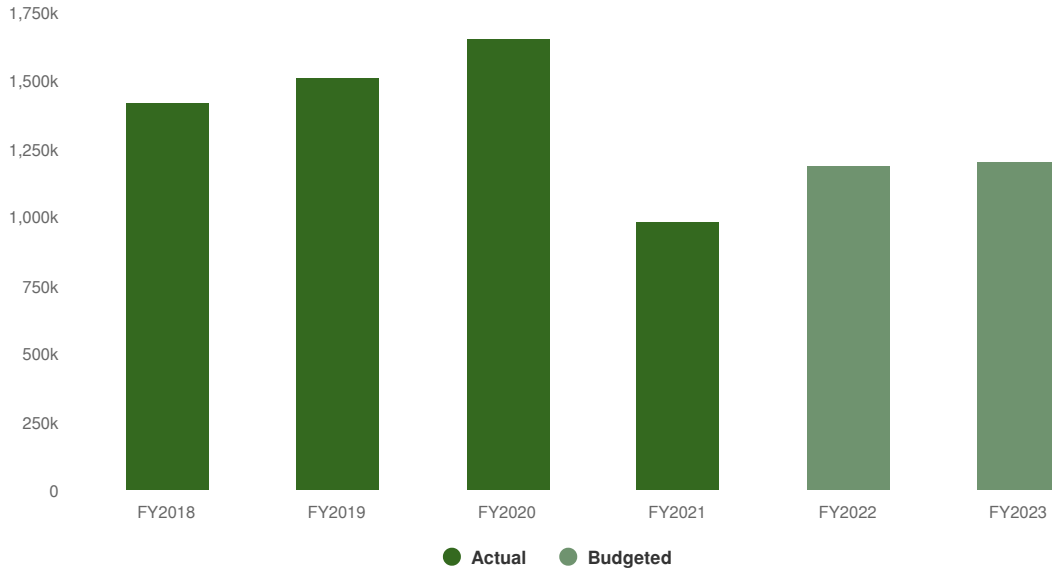


The increase in FY 2022 is in association with the increase in the Property Assessment line as a result of the full-town reassessment that was completed in December 2022 for the FY 2023 real estate tax billing.

The FY 2023 significant increases are related to other contracted services and utilities.

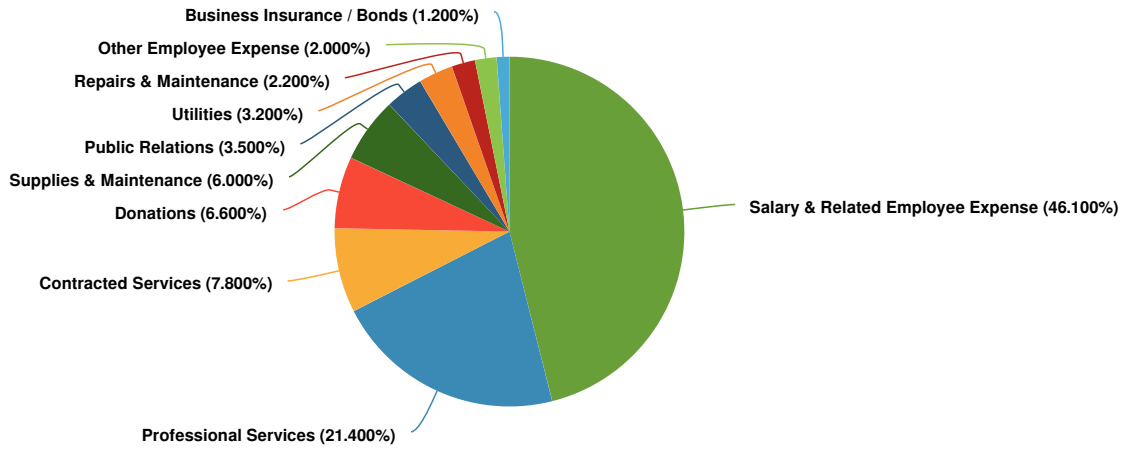
**\$1,204,770** **\$18,705**  
(1.58% vs. prior year)

**Administration Proposed and Historical Budget vs. Actual**



## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Expense Objects</b>					
<b>Salary &amp; Related Employee Expense</b>					
<b>Administration</b>					
Town Council G&A	01-500-510-105	\$4,580.00	\$4,835.00	5.600%	
Gross Salaries G&A	01-500-510-110	\$375,435.00	\$412,035.00	9.700%	
Bonus G&A	01-500-510-160	\$1,120.00	\$2,290.00	104.500%	
Overtime G&A	01-500-510-161	\$1,600.00	\$2,565.00	60.300%	
Health/Hosp Insurance G&A	01-500-510-170	\$60,770.00	\$69,775.00	14.800%	
Dental Insurance G&A	01-500-510-171	\$4,725.00	\$4,920.00	4.100%	
Life/Disability Insurance G&A	01-500-510-172	\$1,770.00	\$1,805.00	2.000%	
Social Security ER Share G&A	01-500-510-180	\$23,685.00	\$25,215.00	6.500%	
Medicare ER Share G&A	01-500-510-181	\$5,400.00	\$5,900.00	9.300%	
Employee Retirement ER Share G&A	01-500-510-182	\$25,525.00	\$22,315.00	-12.600%	
Unemployment Compensation G&A	01-500-510-183	\$1,470.00	\$1,570.00	6.800%	
Worker's Compensation Insurance G&A	01-500-510-184	\$640.00	\$1,685.00	163.300%	
State Employment Training Fund G&A	01-500-510-185	\$100.00	\$100.00	0.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Total Administration:</b>		<b>\$506,820.00</b>	<b>\$555,010.00</b>	<b>9.500%</b>	
<b>Total Salary &amp; Related Employee Expense:</b>		<b>\$506,820.00</b>	<b>\$555,010.00</b>	<b>9.500%</b>	
<b>Other Employee Expense</b>					
<b>Administration</b>					
Dues & Memberships G&A	01-500-510-205	\$5,000.00	\$5,000.00	0.000%	
Education/Meetings/Seminars G&A	01-500-510-210	\$14,000.00	\$14,000.00	0.000%	
Mileage/Travel Reimbursement G&A	01-500-510-215	\$2,000.00	\$2,000.00	0.000%	
Holiday G&A	01-500-510-220		\$3,000.00	N/A	
<b>Total Administration:</b>		<b>\$21,000.00</b>	<b>\$24,000.00</b>	<b>14.300%</b>	
<b>Total Other Employee Expense:</b>		<b>\$21,000.00</b>	<b>\$24,000.00</b>	<b>14.300%</b>	
<b>Business Insurance / Bonds</b>					
<b>Administration</b>					
Business Insurance/Bonds G&A	01-500-510-305	\$22,895.00	\$14,040.00	-38.700%	
<b>Total Administration:</b>		<b>\$22,895.00</b>	<b>\$14,040.00</b>	<b>-38.700%</b>	
<b>Total Business Insurance / Bonds:</b>		<b>\$22,895.00</b>	<b>\$14,040.00</b>	<b>-38.700%</b>	
<b>Professional Services</b>					
<b>Administration</b>					
Codification Services G&A	01-500-510-405	\$4,000.00	\$4,000.00	0.000%	
Consulting Services G&A	01-500-510-410	\$5,000.00	\$5,000.00	0.000%	
Legal Services G&A	01-500-510-415	\$25,000.00	\$25,000.00	0.000%	
Auditing Services G&A	01-500-510-425	\$21,000.00	\$21,500.00	2.400%	
Payroll Processing Services G&A	01-500-510-430	\$4,500.00	\$4,500.00	0.000%	
Property Assessments G&A	01-500-510-435	\$171,800.00	\$75,000.00	-56.300%	
Contracted Labor G&A	01-500-510-440	\$8,000.00	\$12,700.00	58.800%	
Other Services G&A	01-500-510-460	\$2,500.00	\$2,500.00	0.000%	
Ambulance Fees - pass thru - MVFCo	01-500-510-465	\$95,000.00	\$105,000.00	10.500%	
EG Programming Expenses	01-500-510-470	\$3,000.00	\$3,000.00	0.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Total Administration:</b>		<b>\$339,800.00</b>	<b>\$258,200.00</b>	<b>-24.000%</b>	
<b>Total Professional Services:</b>		<b>\$339,800.00</b>	<b>\$258,200.00</b>	<b>-24.000%</b>	
<b>Contracted Services</b>					
<b>Administration</b>					
Computer Maintenance Contract G&A	01-500-510-505	\$10,000.00	\$10,000.00	0.000%	
Copier Lease G&A	01-500-510-511	\$5,000.00	\$5,000.00	0.000%	
Elevator Maintenance G&A	01-500-510-515	\$2,130.00	\$2,200.00	3.300%	
Generator Maintenance Agreement G&A	01-500-510-520	\$1,000.00	\$1,000.00	0.000%	
HVAC Maintenance Agreement G&A	01-500-510-525	\$1,000.00	\$1,000.00	0.000%	
Pest Control G&A	01-500-510-530	\$1,000.00	\$1,000.00	0.000%	
Security Monitoring/Maintenance G&A	01-500-510-540	\$850.00	\$850.00	0.000%	
Software Maint/Subscription Serv G&A	01-500-510-545	\$20,850.00	\$23,000.00	10.300%	
Website/Domain Hosting G&A	01-500-510-550	\$1,500.00	\$1,500.00	0.000%	
Holiday Decor Mgmt G&A	01-500-510-555	\$12,000.00	\$47,000.00	291.700%	
Sprinkler System Inspection G&A	01-500-510-560	\$1,000.00	\$1,000.00	0.000%	
Committee Stipends G&A	01-500-510-565	\$0.00	\$500.00	N/A	
<b>Total Administration:</b>		<b>\$56,330.00</b>	<b>\$94,050.00</b>	<b>67.000%</b>	
<b>Total Contracted Services:</b>		<b>\$56,330.00</b>	<b>\$94,050.00</b>	<b>67.000%</b>	
<b>Supplies &amp; Maintenance</b>					
<b>Administration</b>					
Advertising G&A	01-500-510-605	\$8,000.00	\$15,000.00	87.500%	
Office Supplies/Printing/Copies G&A	01-500-510-610	\$8,000.00	\$10,000.00	25.000%	
Postage/Shipping G&A	01-500-510-615	\$8,000.00	\$8,000.00	0.000%	
Miscellaneous G&A	01-500-510-620	\$4,800.00	\$3,000.00	-37.500%	
NonCapital Equipment G&A	01-500-510-625	\$5,000.00	\$7,500.00	50.000%	
Transfer Tax Bank Fees/Charges G&A	01-500-510-630	\$12,000.00	\$12,000.00	0.000%	
Other Supplies G&A	01-500-510-635	\$2,000.00	\$2,000.00	0.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Uniforms/Clothing G&A	01-500-510-645	\$500.00	\$500.00	0.000%	
Bank Charges: General Fund Transfer Tax	01-500-510-650	\$100.00	\$150.00	50.000%	
Bank Charges: MSA	01-500-510-653	\$360.00	\$360.00	0.000%	
Bank Charges: General Fund ESEF	01-500-510-655	\$360.00	\$360.00	0.000%	
Bank Charges: GF Money Market G&A	01-500-510-660	\$4,800.00	\$4,000.00	-16.700%	
Bank Charges: GF Checking G&A	01-500-510-665	\$2,400.00	\$2,400.00	0.000%	
Bank Charges: CRIM Fees Gen Fund	01-500-510-670	\$4,200.00	\$4,000.00	-4.800%	
Credit Card Service Charges: G&A CKG	01-500-510-675	\$1,500.00	\$1,500.00	0.000%	
Bank Charges: CRIM Fees SRRTF	01-500-510-681	\$1,000.00	\$1,000.00	0.000%	
Bank Charges: SRRTF MM Acct	01-500-510-685	\$600.00	\$600.00	0.000%	
<b>Total Administration:</b>		<b>\$63,620.00</b>	<b>\$72,370.00</b>	<b>13.800%</b>	
<b>Total Supplies &amp; Maintenance:</b>		<b>\$63,620.00</b>	<b>\$72,370.00</b>	<b>13.800%</b>	
<b>Repairs &amp; Maintenance</b>					
<b>Administration</b>					
Cleaning Service G&A	01-500-510-705	\$18,650.00	\$18,650.00	0.000%	
Inspections - Building G&A	01-500-510-710	\$1,700.00	\$1,700.00	0.000%	
Repairs to Machinery/Equipment G&A	01-500-510-715	\$1,000.00	\$1,000.00	0.000%	
Repairs to Buildings - NonCapital G&A	01-500-510-720	\$5,000.00	\$5,000.00	0.000%	
<b>Total Administration:</b>		<b>\$26,350.00</b>	<b>\$26,350.00</b>	<b>0.000%</b>	
<b>Total Repairs &amp; Maintenance:</b>		<b>\$26,350.00</b>	<b>\$26,350.00</b>	<b>0.000%</b>	
<b>Utilities</b>					
<b>Administration</b>					
Electric G&A	01-500-510-805	\$7,000.00	\$7,000.00	0.000%	
Propane Gas G&A	01-500-510-815	\$500.00	\$1,000.00	100.000%	
Sewer G&A	01-500-510-820	\$3,000.00	\$3,500.00	16.700%	
Trash/Recycling G&A	01-500-510-830	\$2,000.00	\$2,500.00	25.000%	
Water G&A	01-500-510-835	\$3,500.00	\$5,000.00	42.900%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Other G&A	01-500-510-840	\$50.00	\$50.00	0.000%	
Mobile Devices G&A	01-500-510-851	\$1,200.00	\$1,200.00	0.000%	
Telephone & Internet G&A	01-500-510-852	\$12,000.00	\$18,000.00	50.000%	
<b>Total Administration:</b>		<b>\$29,250.00</b>	<b>\$38,250.00</b>	<b>30.800%</b>	
<b>Total Utilities:</b>		<b>\$29,250.00</b>	<b>\$38,250.00</b>	<b>30.800%</b>	
<b>Public Relations</b>					
<b>Administration</b>					
Holiday in the Park G&A	01-500-510-905	\$8,000.00	\$10,000.00	25.000%	
Concerts in the Park G&A	01-500-510-910	\$6,000.00	\$5,000.00	-16.700%	
Holiday G&A	01-500-510-915	\$3,000.00	\$4,000.00	33.300%	
Cops & Goblins G&A	01-500-510-923	\$10,000.00	\$10,000.00	0.000%	
Movies in the park	01-500-510-930	\$8,000.00	\$5,000.00	-37.500%	
Arbor Day	01-500-510-935		\$500.00	N/A	
Other G&A	01-500-510-938	\$5,000.00	\$8,000.00	60.000%	
<b>Total Administration:</b>		<b>\$40,000.00</b>	<b>\$42,500.00</b>	<b>6.300%</b>	
<b>Total Public Relations:</b>		<b>\$40,000.00</b>	<b>\$42,500.00</b>	<b>6.300%</b>	
<b>Donations</b>					
<b>Administration</b>					
Grant Award from ESEF Fees G&A	01-500-510-945	\$80,000.00	\$80,000.00	0.000%	
<b>Total Administration:</b>		<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>0.000%</b>	
<b>Total Donations:</b>		<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>0.000%</b>	
<b>Total Expense Objects:</b>		<b>\$1,186,065.00</b>	<b>\$1,204,770.00</b>	<b>1.600%</b>	



## Planning & Zoning



**Ken Cimino**

Director of Planning, Zoning and Development

The Planning and Development Division handles all aspects of the Town's infrastructure, building environment, codes, and property maintenance, as well as rental properties. The division is led by the Planning and Development Director, with support from a Planner, a Code Enforcement/Licensing Assistant, a Code Enforcement Officer and an Admin. Assistant/Receptionist, in addition to a consulting Town Engineering Firm. The Planning and Zoning Director is the staff liaison to the Planning Commission. The Planning and Development Director reports directly to the Town Manager.

### Expenditures Summary

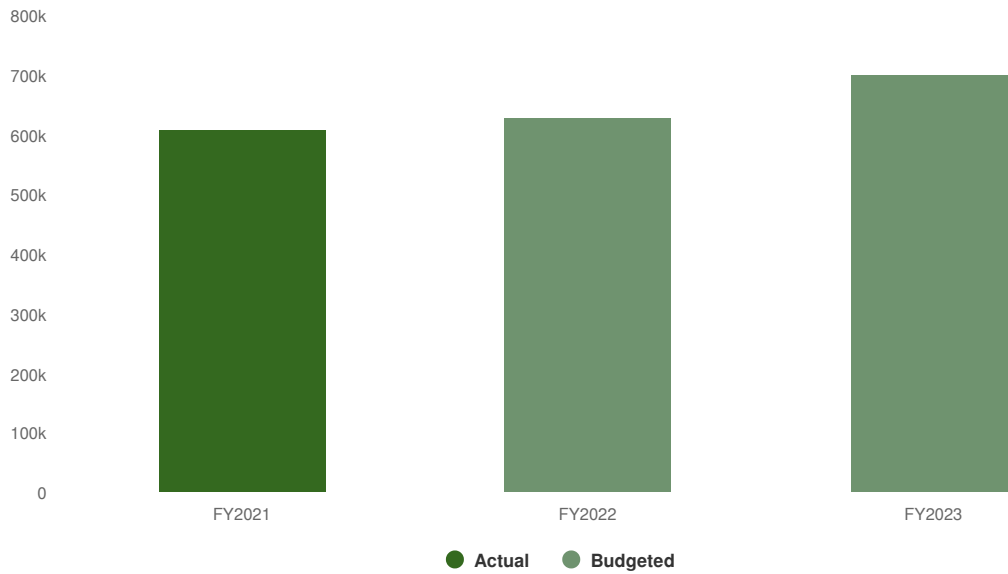
Planning & Zoning expenditures increased by \$70,995 or 11.27% over the prior year.

In FY 2021, the Department of Planning & Zoning was removed from the Administration budget, becoming a separate department, as reflected in the chart below.

The FY 2023 significant increases are related to salaries & other related employee expenses, professional service contracts and other contracted services.

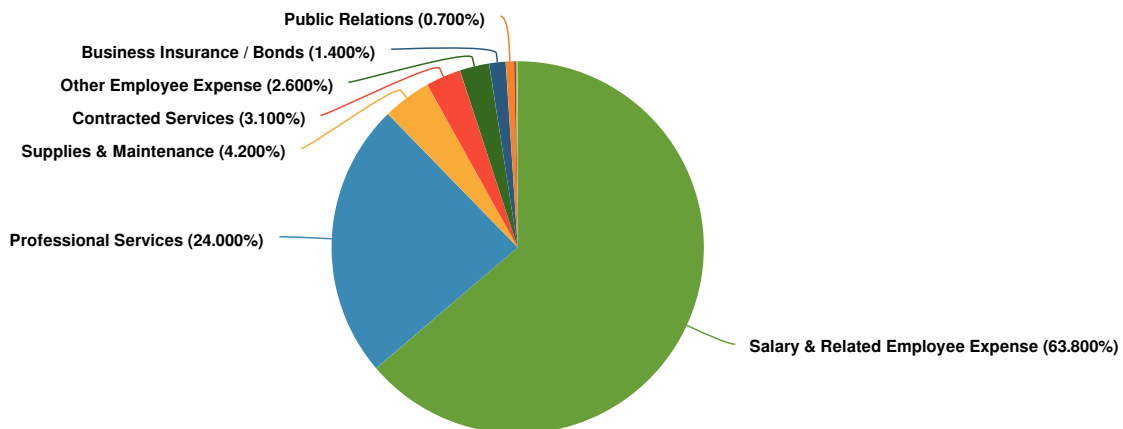
**\$700,885** **\$70,995**  
(11.27% vs. prior year)

## Planning & Zoning Proposed and Historical Budget vs. Actual



## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Expense Objects</b>					
Salary & Related Employee Expense					
Planning & Zoning					





Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Gross Salaries P&Z	01-500-515-110	\$307,300.00	\$331,460.00	7.900%	
Bonus P&Z	01-500-515-160	\$3,400.00	\$2,510.00	-26.200%	
Overtime P&Z	01-500-515-161	\$4,265.00	\$2,280.00	-46.500%	
Health/Hosp Insurance P&Z	01-500-515-170	\$52,360.00	\$56,435.00	7.800%	
Dental Insurance P&Z	01-500-515-171	\$3,330.00	\$4,920.00	47.700%	
Life/Disability Insurance P&Z	01-500-515-172	\$2,260.00	\$2,310.00	2.200%	
Social Security ER Share P&Z	01-500-515-180	\$19,890.00	\$20,850.00	4.800%	
Medicare ER Share P&Z	01-500-515-181	\$4,450.00	\$4,875.00	9.600%	
Employee Retirement ER Share P&Z	01-500-515-182	\$20,745.00	\$17,915.00	-13.600%	
Unemployment Compensation P&Z	01-500-515-183	\$1,790.00	\$1,885.00	5.300%	
Worker's Compensation Insurance P&Z	01-500-515-184	\$1,360.00	\$1,305.00	-4.000%	
State Employment Training Fund P&Z	01-500-515-185	\$90.00	\$90.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$421,240.00</b>	<b>\$446,835.00</b>	<b>6.100%</b>	
<b>Total Salary &amp; Related Employee Expense:</b>		<b>\$421,240.00</b>	<b>\$446,835.00</b>	<b>6.100%</b>	
<b>Other Employee Expense</b>					
<b>Planning &amp; Zoning</b>					
Dues & Memberships P&Z	01-500-515-205	\$2,500.00	\$2,500.00	0.000%	
Education/Meetings/Seminars P&Z	01-500-515-210	\$14,700.00	\$14,700.00	0.000%	
Mileage/Travel Reimbursement P&Z	01-500-515-215	\$750.00	\$750.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$17,950.00</b>	<b>\$17,950.00</b>	<b>0.000%</b>	
<b>Total Other Employee Expense:</b>		<b>\$17,950.00</b>	<b>\$17,950.00</b>	<b>0.000%</b>	
<b>Business Insurance / Bonds</b>					
<b>Planning &amp; Zoning</b>					
Business Insurance	01-500-515-305		\$10,000.00	N/A	
<b>Total Planning &amp; Zoning:</b>			<b>\$10,000.00</b>	<b>N/A</b>	
<b>Total Business Insurance / Bonds:</b>			<b>\$10,000.00</b>	<b>N/A</b>	
<b>Professional Services</b>					
<b>Planning &amp; Zoning</b>					
Consulting Services P&Z	01-500-515-410	\$10,000.00	\$30,000.00	200.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Legal Services P&Z	01-500-515-415	\$5,000.00	\$5,000.00	0.000%	
Engineering Services P&Z	01-500-515-420	\$25,000.00	\$25,000.00	0.000%	
Engineering - Reimb Reviews P&Z	01-500-515-450	\$100,000.00	\$100,000.00	0.000%	
Prop Cleanup - Reimbursable P&Z	01-500-515-455	\$3,000.00	\$7,500.00	150.000%	
Other Services P&Z	01-500-515-460	\$0.00	\$500.00	N/A	
<b>Total Planning &amp; Zoning:</b>		<b>\$143,000.00</b>	<b>\$168,000.00</b>	<b>17.500%</b>	
<b>Total Professional Services:</b>		<b>\$143,000.00</b>	<b>\$168,000.00</b>	<b>17.500%</b>	
<b>Contracted Services</b>					
<b>Planning &amp; Zoning</b>					
Computer Maintenance Contract P&Z	01-500-515-505	\$1,500.00	\$2,000.00	33.300%	
Copier Lease P&Z	01-500-515-511	\$5,000.00	\$5,000.00	0.000%	
Software Maint/Subscription Serv P&Z	01-500-515-545	\$2,400.00	\$9,400.00	291.700%	
Committee Stipends P&Z	01-500-515-565	\$5,000.00	\$5,000.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$13,900.00</b>	<b>\$21,400.00</b>	<b>54.000%</b>	
<b>Total Contracted Services:</b>		<b>\$13,900.00</b>	<b>\$21,400.00</b>	<b>54.000%</b>	
<b>Supplies &amp; Maintenance</b>					
<b>Planning &amp; Zoning</b>					
Advertising P&Z	01-500-515-605	\$12,000.00	\$12,000.00	0.000%	
Office Supplies/Printing/Copies P&Z	01-500-515-610	\$5,000.00	\$5,000.00	0.000%	
Postage/Shipping P&Z	01-500-515-615	\$1,000.00	\$1,000.00	0.000%	
NonCapital Equipment P&Z	01-500-515-625	\$3,500.00	\$5,000.00	42.900%	
Other Supplies P&Z	01-500-515-635	\$200.00	\$500.00	150.000%	
Gas & Deisel P&Z	01-500-515-640	\$3,900.00	\$5,000.00	28.200%	
Uniforms/Clothing P&Z	01-500-515-645	\$1,000.00	\$1,000.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$26,600.00</b>	<b>\$29,500.00</b>	<b>10.900%</b>	
<b>Total Supplies &amp; Maintenance:</b>		<b>\$26,600.00</b>	<b>\$29,500.00</b>	<b>10.900%</b>	
<b>Repairs &amp; Maintenance</b>					
<b>Planning &amp; Zoning</b>					



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Vehicle Repair/Maintenance P&Z	01-500-515-730	\$1,000.00	\$1,000.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>0.000%</b>	
<b>Total Repairs &amp; Maintenance:</b>		<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>0.000%</b>	
<b>Utilities</b>					
<b>Planning &amp; Zoning</b>					
Mobile Devices P&Z	01-500-515-851	\$1,200.00	\$1,200.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$1,200.00</b>	<b>\$1,200.00</b>	<b>0.000%</b>	
<b>Total Utilities:</b>		<b>\$1,200.00</b>	<b>\$1,200.00</b>	<b>0.000%</b>	
<b>Public Relations</b>					
<b>Planning &amp; Zoning</b>					
Other P&Z	01-500-515-938	\$5,000.00	\$5,000.00	0.000%	
<b>Total Planning &amp; Zoning:</b>		<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>0.000%</b>	
<b>Total Public Relations:</b>		<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>0.000%</b>	
<b>Total Expense Objects:</b>		<b>\$629,890.00</b>	<b>\$700,885.00</b>	<b>11.300%</b>	



## Public Safety



**Kenneth McLaughlin**  
Chief of Police

The Ocean View Police Department is a full-service department under the leadership of the Chief of Police. Currently, 13 officers strong with one full-time secretary. The Ocean View Police department includes patrol officers, admin officers, a k9 officer and is heavily involved in proactive community law enforcement activities and services, including home and business checks, local school engagement, various task force involvement, and neighboring town partnerships. The department recruits volunteers to operate its front desk and has a strong training program requirement for all officers. The Chief of Police reports to the Town Manager under the guidelines of the Council approved contractual agreement.

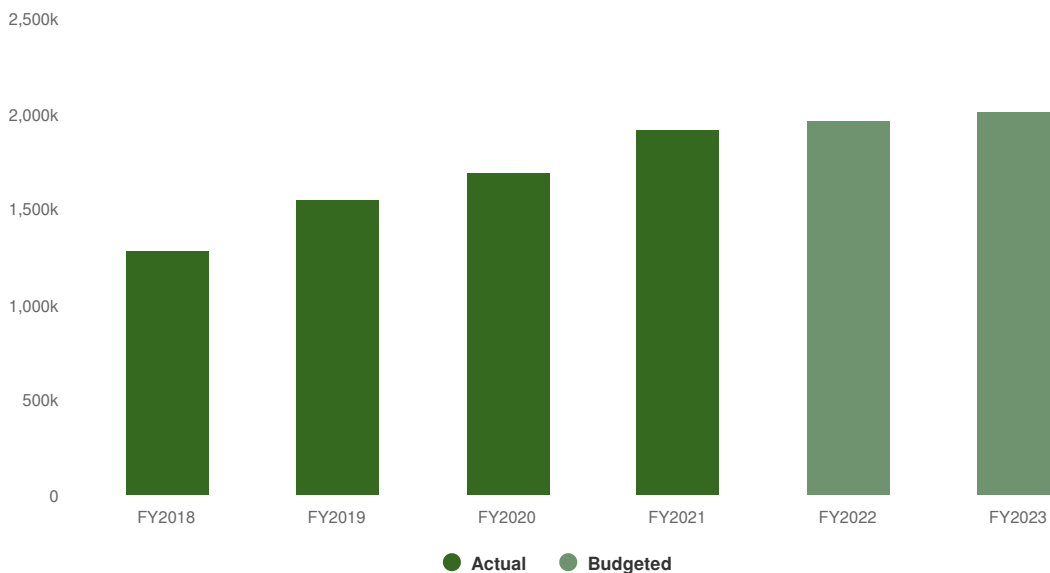
### Expenditures Summary

Public Safety expenditures increased by \$48,850 or 2.48% over the prior year.

The FY 2023 significant increases are related to professional services and supplies & maintenance, such as fuel, uniforms and ammunition.

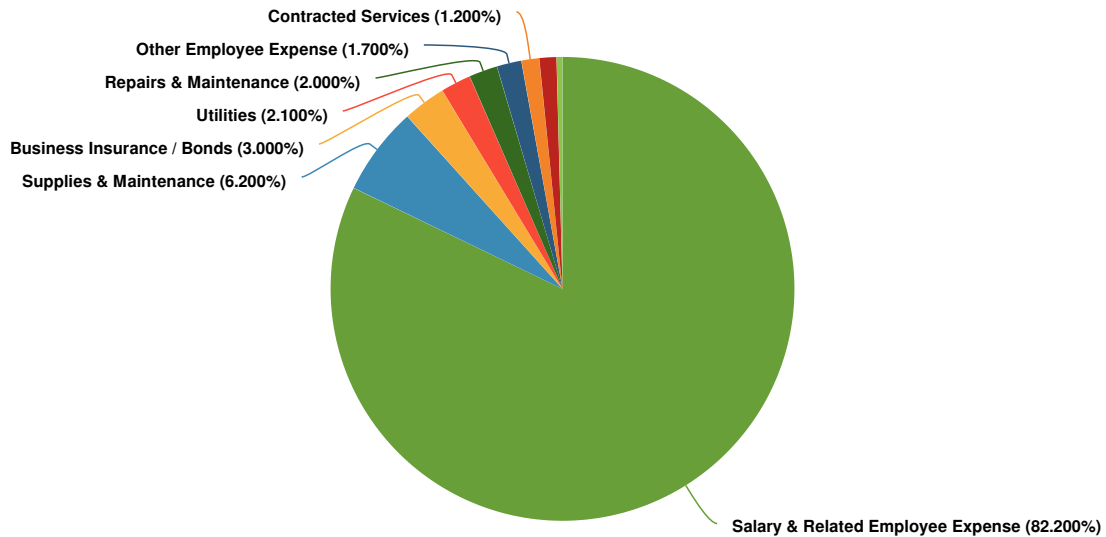
**\$2,016,270** **\$48,850**  
(2.48% vs. prior year)

#### Public Safety Proposed and Historical Budget vs. Actual



# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Expense Objects</b>					
<b>Salary &amp; Related Employee Expense</b>					
<b>Public Safety</b>					
Gross Salaries PD	01-500-520-110	\$1,035,390.00	\$1,086,655.00	5.000%	
Bonus PD	01-500-520-160	\$6,080.00	\$8,890.00	46.200%	
Overtime PD	01-500-520-161	\$61,545.00	\$83,050.00	34.900%	
Health/Hosp Insurance PD	01-500-520-170	\$220,130.00	\$190,965.00	-13.200%	
Dental Insurance PD	01-500-520-171	\$13,800.00	\$12,010.00	-13.000%	
Life/Disability Insurance PD	01-500-520-172	\$6,445.00	\$6,575.00	2.000%	
Social Security ER Share PD	01-500-520-180	\$67,690.00	\$74,005.00	9.300%	
Medicare ER Share PD	01-500-520-181	\$15,970.00	\$17,310.00	8.400%	
Employee Retirement ER Share PD	01-500-520-182	\$158,465.00	\$121,110.00	-23.600%	
Unemployment Compensation PD	01-500-520-183	\$4,160.00	\$4,390.00	5.500%	
Worker's Compensation Insurance PD	01-500-520-184	\$53,290.00	\$51,660.00	-3.100%	
State Employment Training Fund PD	01-500-520-185	\$230.00	\$240.00	4.300%	
<b>Total Public Safety:</b>		<b>\$1,643,195.00</b>	<b>\$1,656,860.00</b>	<b>0.800%</b>	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Total Salary &amp; Related Employee Expense:</b>		<b>\$1,643,195.00</b>	<b>\$1,656,860.00</b>	<b>0.800%</b>	
<b>Other Employee Expense</b>					
<b>Public Safety</b>					
Dues & Memberships PD	01-500-520-205	\$4,500.00	\$4,500.00	0.000%	
Education/Meetings/Seminars PD	01-500-520-210	\$28,000.00	\$30,000.00	7.100%	
Mileage/Travel Reimbursement PD	01-500-520-215	\$200.00	\$200.00	0.000%	
<b>Total Public Safety:</b>		<b>\$32,700.00</b>	<b>\$34,700.00</b>	<b>6.100%</b>	
<b>Total Other Employee Expense:</b>		<b>\$32,700.00</b>	<b>\$34,700.00</b>	<b>6.100%</b>	
<b>Business Insurance / Bonds</b>					
<b>Public Safety</b>					
Business Insurance/Bonds PD	01-500-520-305	\$56,780.00	\$60,560.00	6.700%	
<b>Total Public Safety:</b>		<b>\$56,780.00</b>	<b>\$60,560.00</b>	<b>6.700%</b>	
<b>Total Business Insurance / Bonds:</b>		<b>\$56,780.00</b>	<b>\$60,560.00</b>	<b>6.700%</b>	
<b>Professional Services</b>					
<b>Public Safety</b>					
Consulting Services PD	01-500-520-410	\$5,000.00	\$5,000.00	0.000%	
Legal Services PD	01-500-520-415	\$1,000.00	\$1,000.00	0.000%	
Contracted Labor PD	01-500-520-440	\$9,900.00	\$10,000.00	1.000%	
Other Services PD	01-500-520-460	\$2,500.00	\$8,000.00	220.000%	
<b>Total Public Safety:</b>		<b>\$18,400.00</b>	<b>\$24,000.00</b>	<b>30.400%</b>	
<b>Total Professional Services:</b>		<b>\$18,400.00</b>	<b>\$24,000.00</b>	<b>30.400%</b>	
<b>Contracted Services</b>					
<b>Public Safety</b>					
Computer Maintenance Contract PD	01-500-520-505	\$2,000.00	\$500.00	-75.000%	
Copier Maintenance Contract PD	01-500-520-510	\$1,500.00	\$1,500.00	0.000%	
Copier Lease PD	01-500-520-511	\$1,500.00	\$2,000.00	33.300%	
Elevator Maintenance PD	01-500-520-515	\$2,500.00	\$2,200.00	-12.000%	
Generator Maintenance Agreement PD	01-500-520-520	\$500.00	\$1,000.00	100.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
HVAC Maintenance Agreement PD	01-500-520-525	\$900.00	\$1,000.00	11.100%	
Pest Control PD	01-500-520-530	\$350.00	\$1,000.00	185.700%	
Security Monitoring/Maintenance PD	01-500-520-540	\$2,000.00	\$850.00	-57.500%	
Software Maint/Subscription Serv PD	01-500-520-545	\$12,000.00	\$14,000.00	16.700%	
Website/Domain Hosting PD	01-500-520-550	\$50.00	\$0.00	-100.000%	
Sprinkler System Inspections PD	01-500-520-560	\$600.00	\$1,000.00	66.700%	
<b>Total Public Safety:</b>		<b>\$23,900.00</b>	<b>\$25,050.00</b>	<b>4.800%</b>	
<b>Total Contracted Services:</b>		<b>\$23,900.00</b>	<b>\$25,050.00</b>	<b>4.800%</b>	
<b>Supplies &amp; Maintenance</b>					
<b>Public Safety</b>					
Advertising PD	01-500-520-605	\$1,000.00	\$1,000.00	0.000%	
Office Supplies/Printing/Copies PD	01-500-520-610	\$3,000.00	\$3,000.00	0.000%	
Postage/Shipping PD	01-500-520-615	\$1,000.00	\$300.00	-70.000%	
NonCapital Equipment PD	01-500-520-625	\$24,245.00	\$33,000.00	36.100%	
Other Supplies PD	01-500-520-635	\$16,500.00	\$12,000.00	-27.300%	
Gas & Deisel PD	01-500-520-640	\$32,000.00	\$40,000.00	25.000%	
Uniforms/Clothing PD	01-500-520-645	\$11,000.00	\$15,000.00	36.400%	
Canine Supplies PD	01-500-520-650	\$2,000.00	\$2,000.00	0.000%	
Ammunition PD	01-500-520-655	\$12,000.00	\$18,000.00	50.000%	
<b>Total Public Safety:</b>		<b>\$102,745.00</b>	<b>\$124,300.00</b>	<b>21.000%</b>	
<b>Total Supplies &amp; Maintenance:</b>		<b>\$102,745.00</b>	<b>\$124,300.00</b>	<b>21.000%</b>	
<b>Repairs &amp; Maintenance</b>					
<b>Public Safety</b>					
Cleaning Service PD	01-500-520-705	\$8,200.00	\$8,200.00	0.000%	
Inspections - Building PD	01-500-520-710	\$600.00	\$800.00	33.300%	
Repairs to Machinery/Equipment PD	01-500-520-715	\$3,000.00	\$2,000.00	-33.300%	
Repairs to Buildings - NonCapital PD	01-500-520-720	\$3,000.00	\$3,000.00	0.000%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Other Repairs/Maintenance PD	01-500-520-725	\$2,500.00	\$1,000.00	-60.000%	
Vehicle Repair/Maintenance PD	01-500-520-730	\$30,000.00	\$25,000.00	-16.700%	
<b>Total Public Safety:</b>		<b>\$47,300.00</b>	<b>\$40,000.00</b>	<b>-15.400%</b>	
<b>Total Repairs &amp; Maintenance:</b>		<b>\$47,300.00</b>	<b>\$40,000.00</b>	<b>-15.400%</b>	
<b>Utilities</b>					
<b>Public Safety</b>					
Electric PD	01-500-520-805	\$4,000.00	\$7,000.00	75.000%	
Propane Gas PD	01-500-520-815	\$500.00	\$1,000.00	100.000%	
Sewer PD	01-500-520-820	\$3,000.00	\$3,500.00	16.700%	
Trash/Recycling PD	01-500-520-830	\$2,000.00	\$2,500.00	25.000%	
Water PD	01-500-520-835	\$3,500.00	\$5,000.00	42.900%	
Mobile Devices PD	01-500-520-851	\$15,000.00	\$15,000.00	0.000%	
Telephone & Communications PD	01-500-520-852	\$11,400.00	\$8,500.00	-25.400%	
<b>Total Public Safety:</b>		<b>\$39,400.00</b>	<b>\$42,500.00</b>	<b>7.900%</b>	
<b>Total Utilities:</b>		<b>\$39,400.00</b>	<b>\$42,500.00</b>	<b>7.900%</b>	
<b>Public Relations</b>					
<b>Public Safety</b>					
Special Olympics PD	01-500-520-930	\$0.00	\$1,000.00	N/A	
Valor Awards PD	01-500-520-935	\$0.00	\$500.00	N/A	
Other PD	01-500-520-938	\$3,000.00	\$6,800.00	126.700%	
<b>Total Public Safety:</b>		<b>\$3,000.00</b>	<b>\$8,300.00</b>	<b>176.700%</b>	
<b>Total Public Relations:</b>		<b>\$3,000.00</b>	<b>\$8,300.00</b>	<b>176.700%</b>	
<b>Total Expense Objects:</b>		<b>\$1,967,420.00</b>	<b>\$2,016,270.00</b>	<b>2.500%</b>	





## Public Works



**Jerrad Steele**  
Public Works Manager

The Maintenance and Public Works division oversees outsourced contractual relationships with various companies for the efficient provision of turf management, landscaping, facility maintenance, etc. In addition, this division is made up of the Public Works Manager and a full-time assistant that complete daily maintenance and oversight of all town facilities including parks, right of ways, storm water facilities, etc. Sign maintenance and installations, oversight of snow removal operations, interaction with outsourced water utility representatives and special program assistance are also the responsibility of this division. Public Works provides support for all community events. The Public Works Manager reports directly to the Town Manager.

The Department of Public Works budget includes street maintenance and sidewalks. Projects under these categories are developed and overseen by the Director of Planning & Zoning and are funded by the Street Repair & Replacement Trust and Municipal Street Aid.

### Expenditures Summary

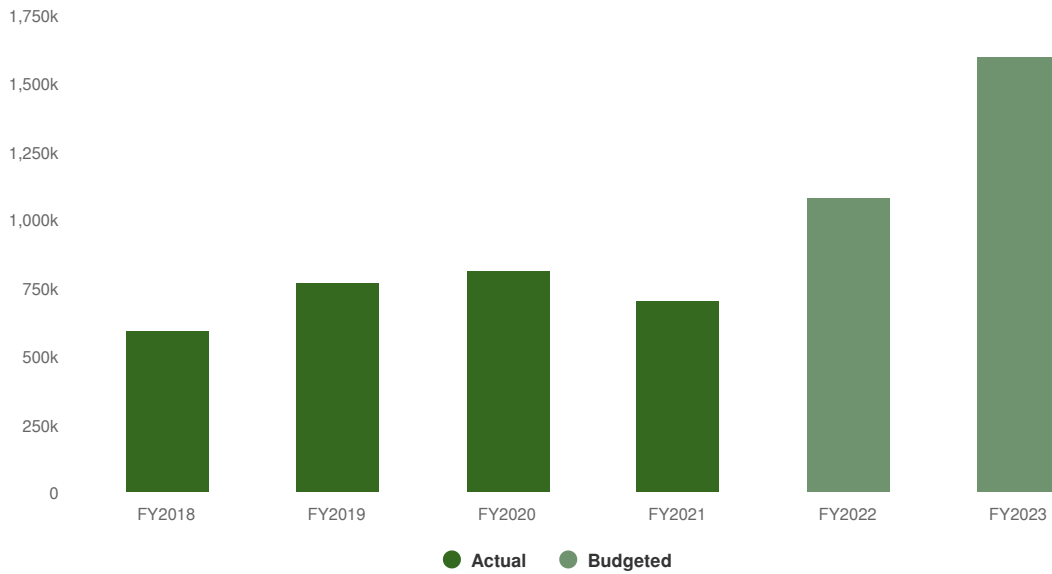
Public Works expenditures increased \$519,510 or 47.99% over the prior year.

As noted above, the Public Works budget includes street repair projects in the amount of \$697,000 and sidewalk projects in the amount of \$334,100 that are funded by the Street Repair & Replacement Trust Fund and State Municipal Street Aid funding. The planned infrastructure projects for FY 2023 are the cause of the increase in expenditures.

**\$1,600,945** **\$519,150**  
(47.99% vs. prior year)

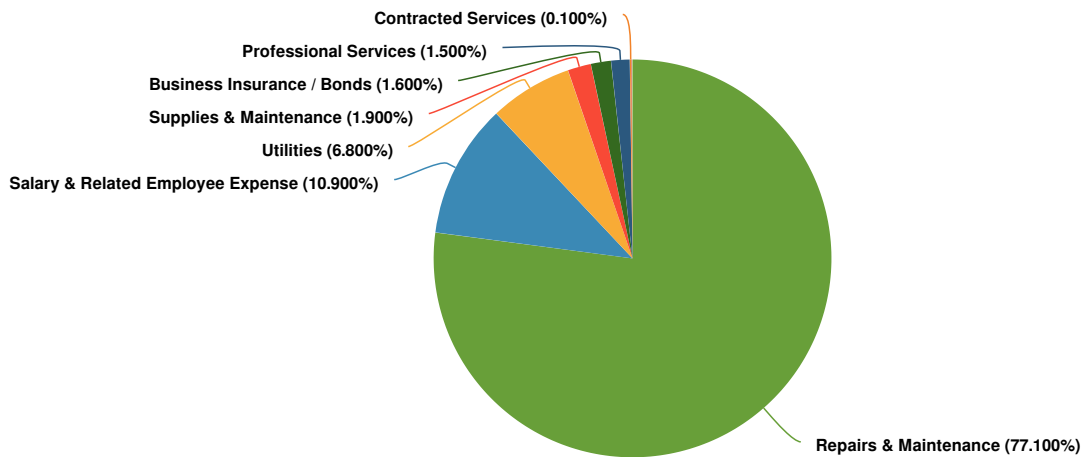


### Public Works Proposed and Historical Budget vs. Actual



### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Expense Objects</b>					
<b>Salary &amp; Related Employee Expense</b>					
<b>DPW</b>					



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Gross Salaries DPW	01-500-530-110	\$96,480.00	\$106,530.00	10.400%	
Bonus DPW	01-500-530-160	\$560.00	\$795.00	42.000%	
Overtime DPW	01-500-530-161	\$6,790.00	\$10,735.00	58.100%	
Health/Hosp Insurance DPW	01-500-530-170	\$29,065.00	\$32,600.00	12.200%	
Dental Insurance DPW	01-500-530-171	\$1,930.00	\$2,015.00	4.400%	
Life/Disability Insurance DPW	01-500-530-172	\$920.00	\$900.00	-2.200%	
Social Security ER Share DPW	01-500-530-180	\$7,000.00	\$7,320.00	4.600%	
Medicare ER Share DPW	01-500-530-181	\$1,210.00	\$1,715.00	41.700%	
Employee Retirement ER Share DPW	01-500-530-182	\$7,275.00	\$6,555.00	-9.900%	
Unemployment Compensation DPW	01-500-530-183	\$590.00	\$630.00	6.800%	
Worker's Compensation Insurance DPW	01-500-530-184	\$4,830.00	\$4,550.00	-5.800%	
State Employment Training Fund DPW	01-500-530-185	\$35.00	\$40.00	14.300%	
<b>Total DPW:</b>		<b>\$156,685.00</b>	<b>\$174,385.00</b>	<b>11.300%</b>	
<b>Total Salary &amp; Related Employee Expense:</b>		<b>\$156,685.00</b>	<b>\$174,385.00</b>	<b>11.300%</b>	
<b>Other Employee Expense</b>					
<b>DPW</b>					
Dues & Memberships DPW	01-500-530-205	\$300.00	\$300.00	0.000%	
Education/Meetings/Seminars DPW	01-500-530-210	\$300.00	\$300.00	0.000%	
Mileage/Travel Reimbursement DPW	01-500-530-215	\$200.00	\$200.00	0.000%	
<b>Total DPW:</b>		<b>\$800.00</b>	<b>\$800.00</b>	<b>0.000%</b>	
<b>Total Other Employee Expense:</b>		<b>\$800.00</b>	<b>\$800.00</b>	<b>0.000%</b>	
<b>Business Insurance / Bonds</b>					
<b>DPW</b>					
Business Insurance/Bonds DPW	01-500-530-305	\$25,130.00	\$26,385.00	5.000%	
<b>Total DPW:</b>		<b>\$25,130.00</b>	<b>\$26,385.00</b>	<b>5.000%</b>	
<b>Total Business Insurance / Bonds:</b>		<b>\$25,130.00</b>	<b>\$26,385.00</b>	<b>5.000%</b>	
<b>Professional Services</b>					



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>DPW</b>					
Contracted Labor DPW	01-500-530-440	\$24,000.00	\$24,150.00	0.600%	
<b>Total DPW:</b>		<b>\$24,000.00</b>	<b>\$24,150.00</b>	<b>0.600%</b>	
<b>Total Professional Services:</b>		<b>\$24,000.00</b>	<b>\$24,150.00</b>	<b>0.600%</b>	
<b>Contracted Services</b>					
<b>DPW</b>					
Computer Maintenance Contract DPW	01-500-530-505	\$300.00	\$300.00	0.000%	
Pest Control DPW	01-500-530-530	\$550.00	\$550.00	0.000%	
Rental of Machinery/Equipment DPW	01-500-530-535	\$750.00	\$800.00	6.700%	
Building Security Contract DPW	01-500-530-555	\$500.00	\$500.00	0.000%	
<b>Total DPW:</b>		<b>\$2,100.00</b>	<b>\$2,150.00</b>	<b>2.400%</b>	
<b>Total Contracted Services:</b>		<b>\$2,100.00</b>	<b>\$2,150.00</b>	<b>2.400%</b>	
<b>Supplies &amp; Maintenance</b>					
<b>DPW</b>					
Advertising DPW	01-500-530-605	\$500.00	\$500.00	0.000%	
Office Supplies/Printing/Copies DPW	01-500-530-610	\$300.00	\$300.00	0.000%	
NonCapital Equipment DPW	01-500-530-625	\$6,000.00	\$5,000.00	-16.700%	
Other Supplies DPW	01-500-530-635	\$2,000.00	\$3,300.00	65.000%	
Gas & Deisel DPW	01-500-530-640	\$5,500.00	\$6,000.00	9.100%	
Uniforms/Clothing DPW	01-500-530-645	\$1,200.00	\$800.00	-33.300%	
Road and Street Signs DPW	01-500-530-650	\$4,500.00	\$4,200.00	-6.700%	
Mosquito Control Supplies DPW	01-500-530-660	\$10,500.00	\$10,000.00	-4.800%	
<b>Total DPW:</b>		<b>\$30,500.00</b>	<b>\$30,100.00</b>	<b>-1.300%</b>	
<b>Total Supplies &amp; Maintenance:</b>		<b>\$30,500.00</b>	<b>\$30,100.00</b>	<b>-1.300%</b>	
<b>Repairs &amp; Maintenance</b>					
<b>DPW</b>					
Cleaning Service DPW	01-500-530-705	\$0.00	\$3,000.00	N/A	
Repairs to Machinery/Equipment DPW	01-500-530-715	\$1,700.00	\$2,500.00	47.100%	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
Repairs to Buildings - NonCapital DPW	01-500-530-720	\$1,000.00	\$1,000.00	0.000%	
Vehicle Repair/Maintenance DPW	01-500-530-730	\$3,000.00	\$3,000.00	0.000%	
Sidewalk Repairs DPW	01-500-530-733	\$150,000.00	\$334,100.00	122.700%	
Drainage Repair/Maintenance DPW	01-500-530-735	\$60,000.00	\$60,000.00	0.000%	
Street Maintenance DPW	01-500-530-740	\$55,000.00	\$75,000.00	36.400%	
Street Repair & Replacement DPW	01-500-530-745	\$416,180.00	\$697,000.00	67.500%	
Park Expense DPW	01-500-530-750	\$26,500.00	\$28,675.00	8.200%	
Street Maintenance DPW - Storm Response	01-500-530-7XX	\$25,000.00	\$30,000.00	20.000%	
<b>Total DPW:</b>		<b>\$738,380.00</b>	<b>\$1,234,275.00</b>	<b>67.200%</b>	
<b>Total Repairs &amp; Maintenance:</b>		<b>\$738,380.00</b>	<b>\$1,234,275.00</b>	<b>67.200%</b>	
<b>Utilities</b>					
<b>DPW</b>					
Electric DPW	01-500-530-805	\$3,000.00	\$3,500.00	16.700%	
Propane Gas DPW	01-500-530-815	\$500.00	\$1,000.00	100.000%	
Sewer DPW	01-500-530-820	\$1,000.00	\$1,000.00	0.000%	
Trash/Recycling DPW	01-500-530-830	\$4,000.00	\$3,000.00	-25.000%	
Water DPW	01-500-530-835	\$2,000.00	\$5,000.00	150.000%	
Street Lights DPW	01-500-530-845	\$90,000.00	\$90,000.00	0.000%	
Mobile Devices DPW	01-500-530-851	\$1,200.00	\$1,200.00	0.000%	
Telephone & Communications DPW	01-500-530-852	\$2,000.00	\$3,500.00	75.000%	
<b>Total DPW:</b>		<b>\$103,700.00</b>	<b>\$108,200.00</b>	<b>4.300%</b>	
<b>Total Utilities:</b>		<b>\$103,700.00</b>	<b>\$108,200.00</b>	<b>4.300%</b>	
<b>Public Relations</b>					
<b>DPW</b>					
Other DPW	01-500-530-938	\$500.00	\$500.00	0.000%	
<b>Total DPW:</b>		<b>\$500.00</b>	<b>\$500.00</b>	<b>0.000%</b>	
<b>Total Public Relations:</b>		<b>\$500.00</b>	<b>\$500.00</b>	<b>0.000%</b>	



Name	Account ID	FY2022 Budget	FY2023 Budgeted	FY2022 Budget vs. FY2023 Budgeted (% Change)	Notes
<b>Total Expense Objects:</b>		<b>\$1,081,795.00</b>	<b>\$1,600,945.00</b>	<b>48.000%</b>	



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# **CAPITAL IMPROVEMENTS**

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## Proposed Five-Year Capital Improvement Program

Proposed Capital Improvement Program for Fiscal Years 2023 - 2027  
May 1, 2022 to April 30, 2027.

The five-year Capital Improvement program is an important tool that assists the Town in its long-range goals. Each year, the program is reviewed and re-evaluated. The first year of the program was considered when creating the FY 2023 Capital Budget and is subject to appropriations during the 2023 Operating and Capital Budget process. The remaining years serve as a guide for future improvements, their cost and sources of funding.

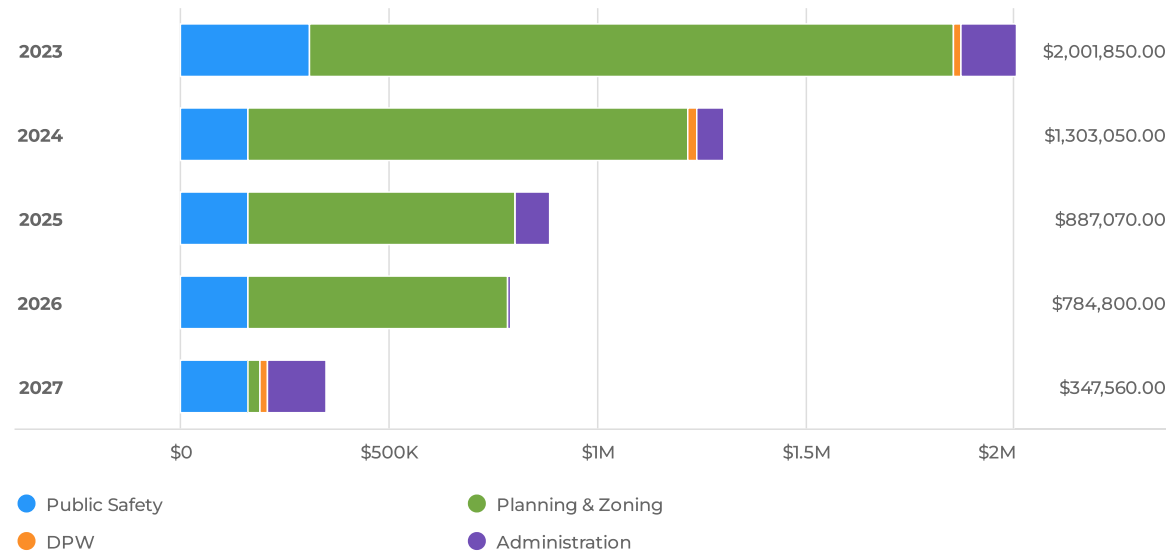
Below is a summary of the five-year Capital Improvement Program. The narrative of each project is located in the Appendix with the page number noted on the summary.

### Total Capital Requested

# \$5,324,330

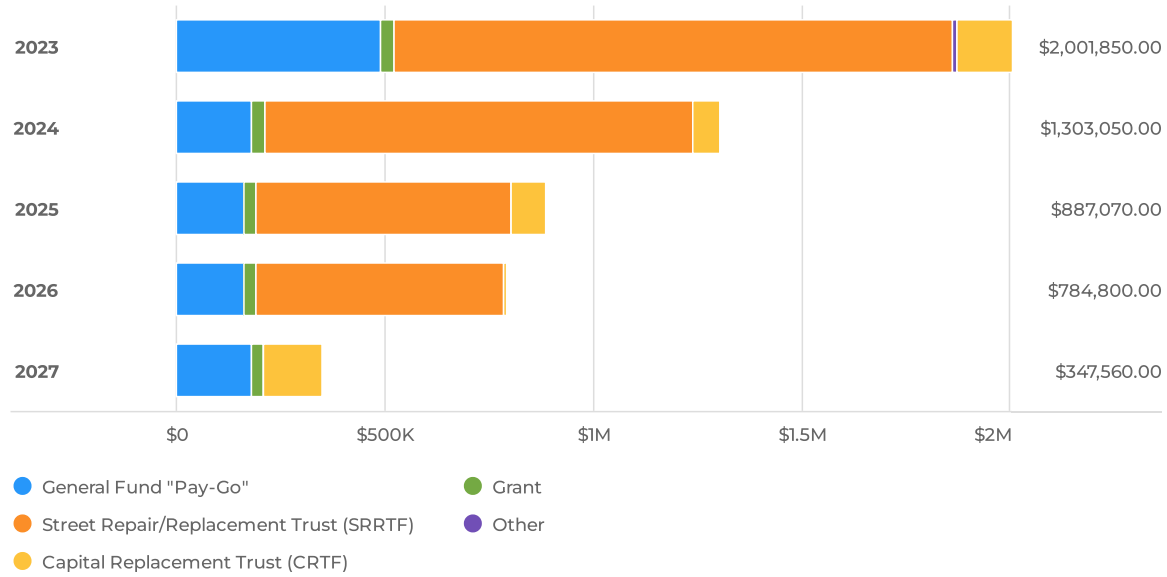
#### 22 Capital Improvement Projects

#### Total Funding Requested by Department





## Total Funding Requested by Source



# Proposed Capital Improvement Program FY2023 - FY2027 Summary

	Amount Year ending April 30, 2023	Amount Year ending April 30, 2024	Amount Year ending April 30, 2025	Amount Year ending April 30, 2026	Amount Year ending April 30, 2027
<b>Appropriations from the:</b>					
General Fund	\$ 490,415	\$ 180,800	\$ 160,800	\$ 160,800	\$ 178,215
Emerging Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Trust Fund	\$ 131,335	\$ 66,250	\$ 82,770	\$ -	\$ 139,345
Agency Funded Grants	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Street Repair & Replacement Trust Fund	\$ 1,340,100	\$ 1,026,000	\$ 613,500	\$ 594,000	\$ -
Indian River School District Contribution	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Appropriations</b>	<b>\$ 2,001,850</b>	<b>\$ 1,303,050</b>	<b>\$ 887,070</b>	<b>\$ 784,800</b>	<b>\$ 347,560</b>
<b>Capital Expenditures</b>					
<b>General &amp; Administrative</b>					
<b>Total Administrative</b>	-	-	-	-	-
<b>Public Safety</b>					
117 Replacement of Police Vehicles	300,000	150,000	150,000	150,000	150,000
119 Speed Monitors	10,800	10,800	10,800	10,800	10,800
<b>Total Public Safety</b>	<b>310,800</b>	<b>160,800</b>	<b>160,800</b>	<b>160,800</b>	<b>160,800</b>
<b>Planning &amp; Zoning</b>					
Drainage Projects:					
122 Country Estates Phase 2	66,000	-	-	-	-
124 Woodland Park Phase 2	60,500	-	-	-	-
126 Country Village/Country Estates	93,000	-	-	-	-
132 Lord Baltimore Foot Bridge	107,200	-	-	-	-
128 Woodland Ave. / Daisey Ave.	579,700	-	-	-	-
130 Hudson Ave/Kelley Estates Pipe Crossing	10,000	-	-	-	-
142 Four-wheel Drive SUV	45,000	-	-	-	-
138 Hunters Run Pipe Replacement	27,500	-	-	-	-
<b>Total Drainage projects</b>	<b>988,900</b>	-	-	-	-
Engineering Studies					
140 Traffic Analysis	30,000	30,000	30,000	30,000	30,000
136 Planning Support Services	20,000	-	-	-	-
<b>Total Engineering Studies</b>	<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>



		Amount Year ending April 30, 2023	Amount Year ending April 30, 2024	Amount Year ending April 30, 2025	Amount Year ending April 30, 2026	Amount Year ending April 30, 2027
Page	Sidewalk Connectivity projects					
134	Woodland Avenue Sidewalks	403,400	-	-	-	-
148	Woodland to Oakwood via Central Sidewalks	-	-	118,500	594,000	-
144	Phase IV Sidewalks (West Avenue)	-	118,500	495,000	-	-
146	Phase V Sidewalks (Woodland Ave)	100,000	907,500	-	-	-
	<b>Total Sidewalk Connectivity projects</b>	<b>503,400</b>	<b>1,026,000</b>	<b>613,500</b>	<b>594,000</b>	<b>-</b>
	<b>Total Planning &amp; Zoning</b>	<b>1,542,300</b>	<b>1,056,000</b>	<b>643,500</b>	<b>624,000</b>	<b>30,000</b>
	<b>Public Works</b>					
151	Accent Lighting - Community Center @ 32 west	-	20,000	-	-	-
153	Mosquito Spayer	17,415	-	-	-	17,415
	<b>Total Public Works</b>	<b>17,415</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>17,415</b>
	<b>Total Public Works</b>	<b>17,415</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>17,415</b>
	<b>Capital Repairs from CRTF</b>					
163	32 West Avenue - Capital Repairs	-	-	32,770	-	-
156	201 Central Avenue - Capital Repairs	52,335	-	-	-	139,345
159	222 Maintenance Road - Capital Repairs	-	13,700	-	-	-
161	John West Park - Capital Repairs	79,000	52,550	50,000	-	-
	<b>Capital Repairs - funded from the CRTF</b>	<b>131,335</b>	<b>66,250</b>	<b>82,770</b>	<b>-</b>	<b>139,345</b>
	<b>Total Capital Outlays</b>	<b>2,001,850</b>	<b>1,303,050</b>	<b>887,070</b>	<b>784,800</b>	<b>347,560</b>
	<b>Proprietary Fund (Water System)</b>					
	<b>Capital Expenditures</b>					
	Public Water System	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -



## Emerging Projects

<b>EMERGING PROJECTS FUND</b>		SEED FUNDED BY: UNDESIGNATED FUNDS FROM THE FORMER TRANSFER TAX MONEY \$125,155 MKT. FUND (PRIOR TO FY2019) THAT REMAINS AVAILABLE
<b>PROJECTS BEING MASSAGED CURRENTLY:</b>		<b>FY22 Adopted Budget</b>
<b>DELDOT EXCESS PARCELS - ATLANTIC AVE (4)</b>		\$ 10,000.00
NEEDED FOR ABOVE/FUTURE TRANSIT CONSIDERATIONS		
<b>CANAL PARK &amp; OVERLOOK</b>		\$ 50,000.00
W/FLOODING IMPROVEMENTS		
<b>POSSIBLE DNREC/OTHER PARTNERSHIPS</b>		
<b>SUSSEX CO SPECIAL OLYMPICS BOCCE COURTS</b>		\$ 15,000.00
HOME COURTS FOR TEAM BUT OPEN TO		
PUBLIC OTHERWISE		
<b>OCEAN VIEW ART LOOP EVENT</b>		\$ 8,000.00
PARTNERSHIP WITH EXISTING ARTS RELATED BUSINESSES		
WEEKEND EVENT		
<b>PARKING LOT LEASE/IMPROVEMENTS</b>		\$ 9,800.00
EXCESS PARKING FOR JOHN WEST PARK		
<b>THE MARKETPLACE AT TOWN ROAD</b>		\$ 29,170.00
PARTNERSHIP WITH EXISTING BUSINESSES TO IMPROVE ROAD		
IN ADVANCE TO TOWN ACCEPTING RESPONSIBILITY		
TOTAL EST. \$350,000		
<b>TOTAL</b>		<b>\$ 121,970.00</b>
<b>All use of Emerging Projects Funds would require advance Council approval.</b>		



## EMERGING PROJECTS FUND

## DELDOT EXCESS PARCELS - ATLANTIC AVE (4)

WORKING WITH DELDOT ON THE PROCESS TO OBTAIN four (4) PARCELS IDENTIFIED IN A WORKSHOP  
PARCELS ARE AT THE CORNER OF ATLANTIC AND WOODLAND AND ATLANTIC AND WEST  
THEY WERE ALREADY PAID FOR AS PART OF THE RTE 26 PROJECT

THEY ARE NECESSARY TO PROVIDE THE PILOT OPPORTUNITY FOR THE SUMMER WEEKEND SHUTTLE  
PROJECT (ALSO AN EMERGING PROJECT)

## PLACEHOLDER FUNDS

\$10,000

TRANSFER COSTS  
SIGNAGE ETC.

## EMERGING PROJECTS FUND

## CANAL PARK &amp; OVERLOOK

EXPLORING OPPORTUNITY FOR A NEW TOWN PARK  
IN VACINITY OF TOWN MAINTAINED ROAD THAT EXPERIENCES FLOODING  
POSSIBLE PARTNERSHIP WITH DNREC AND OTHERS

## PLACEHOLDER FUNDS

\$50,000

DESIGN FOR FLOODING FIX  
SURVEY WORK  
OTHER

## EMERGING PROJECTS FUND

## OCEAN VIEW ART LOOP

INTENT IS TO ENGAGE THE NUMEROUS "ARTS" FOCUSED ESTABLISHMENTS TO DEVELOP  
A WEEKEND PROGRAMMING AND EVENTS MEANT TO BRING PEOPLE TO  
OCEAN VIEW AND OUR BUSINESSES AND BEGIN THE PROCESS OF  
ALIGNING OCEAN VIEW WITH THE "ARTS"

GOAL WOULD BE TO HIT AN OFF-SEASON WEEKEND PERFECT FOR  
LADIES WEEKENDS - SPEICAL RESTAURANT ENGAGMENT AS WELL  
MAYBE "ART" ENTERTAINMENT, ETC.

POSSIBLY SHUTTLES RUNNING PARTICIPANTS BETWEEN LOCATIONS

## PLACEHOLDER FUNDS

\$ 8,000



## EMERGING PROJECTS FUND

## SUSSEX CO SPECIAL OLYMPICS BOCCE COURTS

SUSSEX CO. SPECIAL OLYMPICS BOCCE TEAM DOES NOT HAVE A HOME COURT  
 THEY HAVE PRACTICED IN OUR HALLWAY IN THE PAST  
 THE TOWN - WITH THE POLICE DEPT TAKING THE LEAD IS INTERESTED IN PARTNERING  
 WITH SPECIAL OLYMPICS DE TO PROVIDE THEM A HOME COURT  
 A LOCATION HAS BEEN IDENTIFIED AT JOHN WEST PARK  
 COURTS WOULD BE OPEN TO THE PUBLIC WHEN NOT IN USE BY THE TEAM  
 TOWN COULD RUN TOURNAMENTS  
 OUTREACH TO A LOCAL BUILDER - NATELLI COMMUNITIES FOR GUIDANCE IN  
 CONSTRUCTING BOCCE COURTS WAS MADE  
 NATELLI LEADERSHIP IS INTERESTED IN ASSISTING AND HAS SURVEYED AND  
 DESIGNED THE COURTS FOR PLACEMENT AT JOHN WEST PARK  
 THEY MAY ALSO ASSIST WITH CONSTRUCTION  
 THE OCEAN VIEW POLICE WILL ASSIST WITH CONSTRUCTION AND WE WILL  
 INITIATE FUNDRAISING AS NECESSARY

COST ESTIMATE \$35,000

TOWN SHARE \$ 15,000

## EMERGING PROJECTS FUND

## PARKING LOT LEASE/IMPROVEMENTS

NEGOTIATE USE OF PRIVATE PROPERTY FOR A MULTI YEAR LEASE TO PROVIDE  
 ADDITIONAL PARKING FOR JOHN WEST PARK - OFF OF CENTRAL AVE  
 SOME IMPROVEMENT AND SIGNAGE WOULD BE REQUIRED

PLACEHOLDER FUNDS

\$ 9,800

SUCCESS AT THIS WOULD OPEN THE OPPORTUNITY FOR CONSIDERATION IN FUTURE YEARS TO  
 DEVELOP SEVERAL PICKLE BALL COURTS - EST \$38,000 ALL IN PER NATELLI CONSTRUCTION

## EMERGING PROJECTS FUND

## THE MARKETPLACE AT TOWN ROAD

TOWN ROAD OWNERSHIP IS IN LIMBO  
 FLOODING IS IMPACTING BUSINESSES  
 FLOODING LIKELY IMPACTING TYPES OF BUSINESSES THAT LOCATE THERE  
 RECORDS SHOW THE TOWN INTENDED TO TAKE THE STREET OVER AND THERE WAS AT LEAST ONE  
 EARLY TOWN ENGINEER REPORT RECOMMENDING TO DO SO  
 RECORDS ALSO SHOW THAT DIDN'T HAPPEN AND YRS LATER THERE WAS A SUBSEQUENT REC  
 TO NOT TAKE THE STREET OVER  
 STREET APPEARS TO STILL BE OWNED BY THE ORIGINAL DEVELOPER OF OCEAN VIEW CENTRE  
 RAK ASSOC - TITLE SEARCH UNDERWAY

IDEA - HAVE THE ROADWAY IMPROVED TO LEVEL THAT IT WOULD QUALIFY FOR THE TOWN TO TAKE IT OVER  
 ESTIMATED AT \$350,000

SHARE COST TO IMPROVE WITH ALL PROPERTY OWNERS USING ROAD AS ACCESS TO THEIR  
 PROPERTY INCLUDING THE STATE PARK - ASSAWOMAN TRAIL HEAD IS HERE  
 SPLIT 12 WAYS - WE EACH PAY \$29,170

Town could fund the improvements with agreement to share in the cost by other 11 owners  
 Might allow them to pay over two years with full payment due if property sells.

THIS IS AN ECONOMIC DEVELOPMENT PROJECT

Full estimate \$350,000

Final Town costs - \$29,170 plus all future maintenance and responsibility



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# APPENDIX

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## **PUBLIC SAFETY REQUESTS**

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# Replacement of Police Vehicles

The request includes the base price of the vehicles as well as the after-market outfitting. All vehicles will be added to the Public Safety Fleet. Vehicle P-9 will continue as a reserve vehicle while P-5 will be sold at auction. Due to vehicle delivery delays, FY23 includes the purchase of four (4) vehicles. Two (2) to be pre-ordered in February 2022, pending Council approval, for delivery in FY23 and two (2) to be pre-ordered in December 2022 for delivery in FY24.

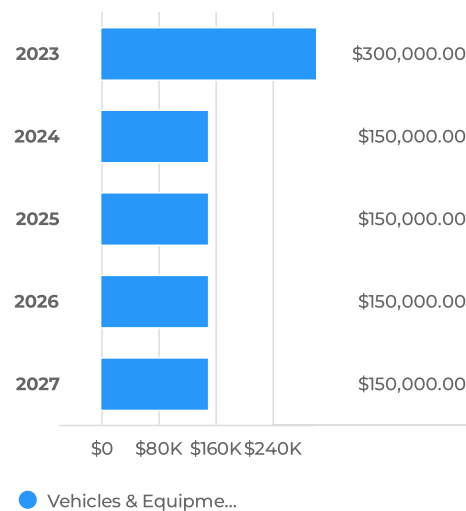
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Public Safety
Type	Other
Project Number	PS1

## Capital Cost

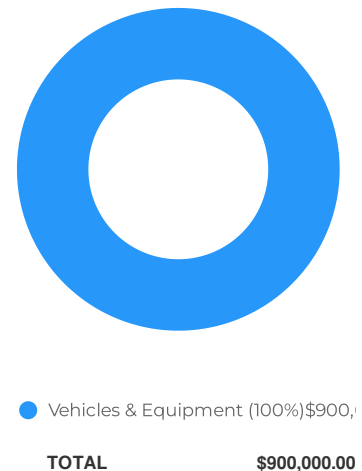
FY2023 Budget  
**\$300,000**

Total Budget *(all years)*  
**\$900K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicles & Equipment	\$300,000	\$150,000	\$150,000	\$150,000	\$150,000
<b>Total</b>	<b>\$300,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>

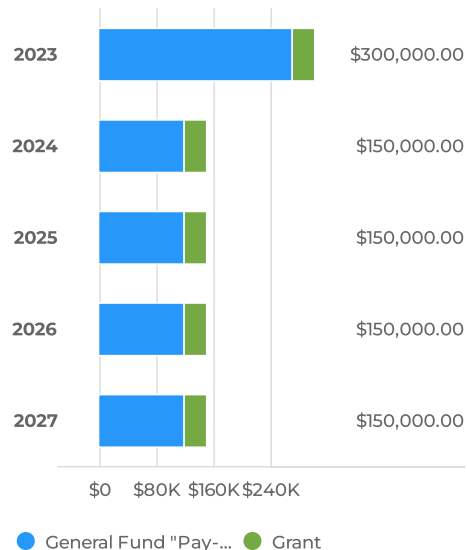


# Funding Sources

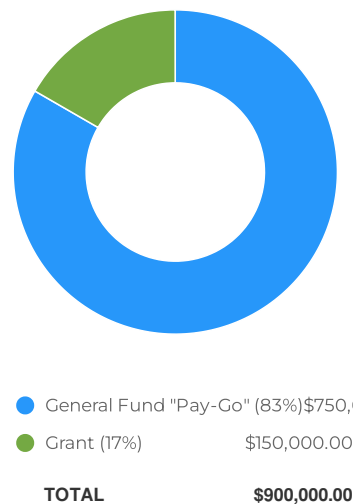
FY2023 Budget  
**\$300,000**

Total Budget *(all years)*  
**\$900K**

Funding Sources by Year



Funding Sources for All Years



## Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
General Fund "Pay-Go"	\$270,000	\$120,000	\$120,000	\$120,000	\$120,000
Grant	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
<b>Total</b>	<b>\$300,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>



## Speed Monitors

Four (4) Speed Monitors for placement throughout the Town of Ocean View. FY23 Speed Monitors are replacement speed signs for units which are not blue-tooth accessible, past their life expectancy.

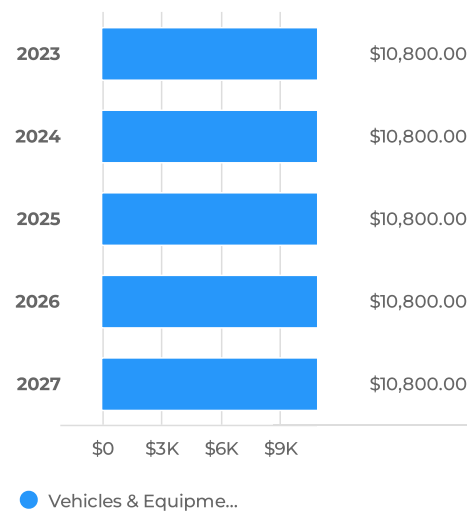
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Public Safety
Type	Other
Project Number	PS2

## Capital Cost

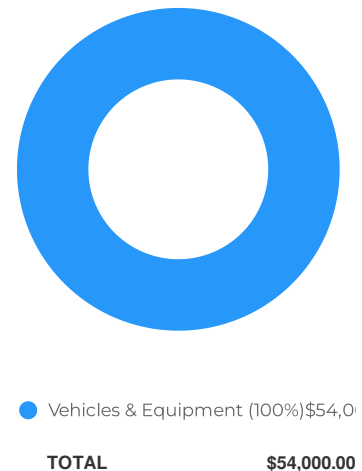
FY2023 Budget  
**\$10,800**

Total Budget *(all years)*  
**\$54K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Vehicles & Equipment	\$10,800	\$10,800	\$10,800	\$10,800	\$10,800
<b>Total</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>

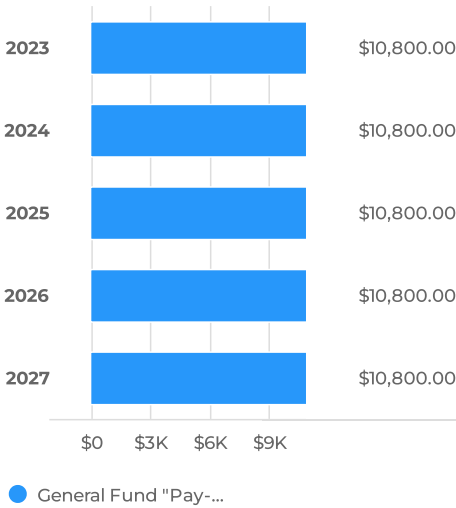


# Funding Sources

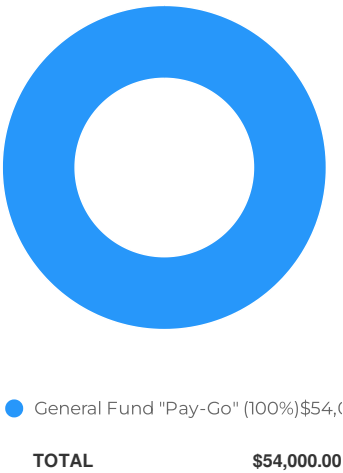
FY2023 Budget  
**\$10,800**

Total Budget *(all years)*  
**\$54K**

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
General Fund "Pay-Go"	\$10,800	\$10,800	\$10,800	\$10,800	\$10,800
<b>Total</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>	<b>\$10,800</b>



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## **PLANNING & ZONING REQUESTS**

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## Country Estates Phase 2

Improvement of drainage along Winchester Drive and North Horseshoe Drive.

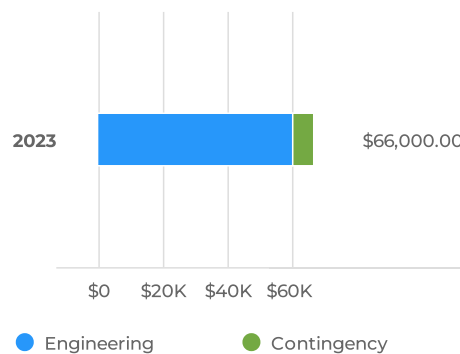
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ1

### Capital Cost

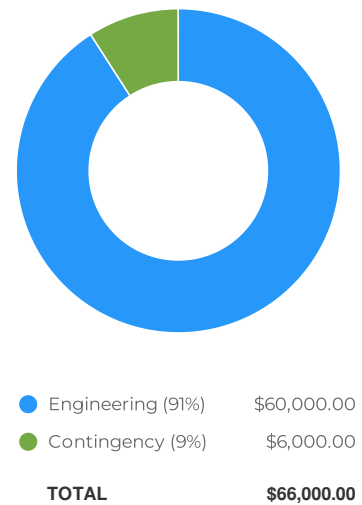
FY2023 Budget  
**\$66,000**

Total Budget *(all years)*  
**\$66K**

Capital Cost by Year



Capital Cost for All Years



#### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$60,000
Contingency	\$6,000
<b>Total</b>	<b>\$66,000</b>

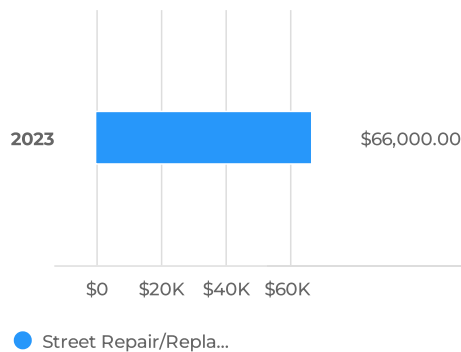


# Funding Sources

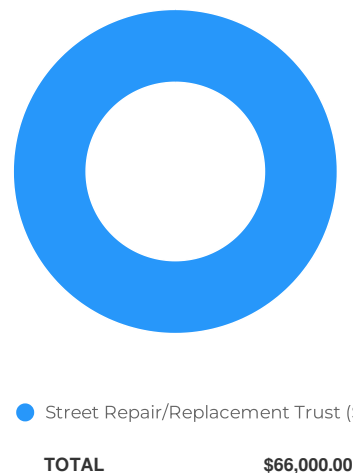
FY2023 Budget  
\$66,000

Total Budget *(all years)*  
\$66K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$66,000
Total	\$66,000



# Woodland Park Phase 2

Improvement of drainage along Woods Circle, Maple Lane and Holly Lane.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ2

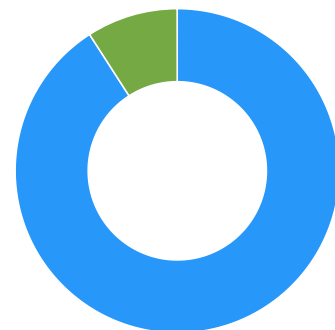
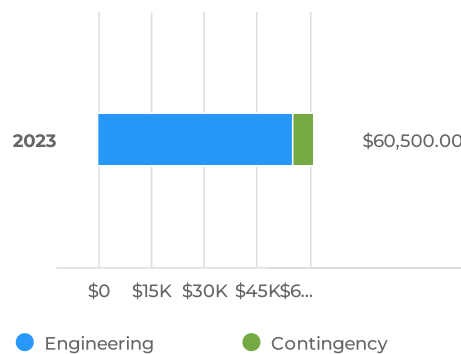
## Capital Cost

Capital Cost by Year

Capital Cost for All Years

FY2023 Budget  
**\$60,500**

Total Budget *(all years)*  
**\$60.5K**



Engineering (91%)	\$55,000.00
Contingency (9%)	\$5,500.00
<b>TOTAL</b>	<b>\$60,500.00</b>

### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$55,000
Contingency	\$5,500
<b>Total</b>	<b>\$60,500</b>



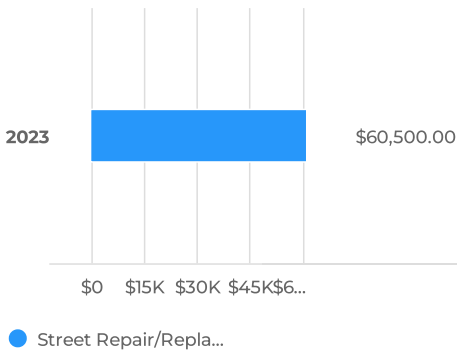


# Funding Sources

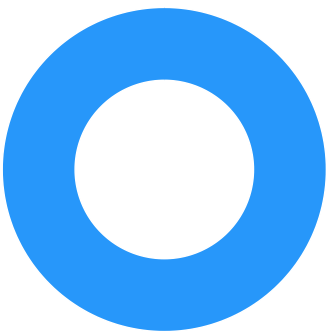
FY2023 Budget  
**\$60,500**

Total Budget *(all years)*  
**\$60.5K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

TOTAL	\$60,500.00
-------	-------------

Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$60,500
Total	\$60,500



## Country Village / Country Estates

The drainage project includes improvements along South Primrose Lane, Windmill Lane, Bridle Lane, Frontier Drive, Colt Lane, Horseshoe Drive and added work to South Horseshoe Drive. The project commenced in FY20 with preliminary engineering and the collection of survey data. Estimated completion is Fall 2022.

Prior appropriations through FY2022: \$443,895

Total Project Cost: \$536,895

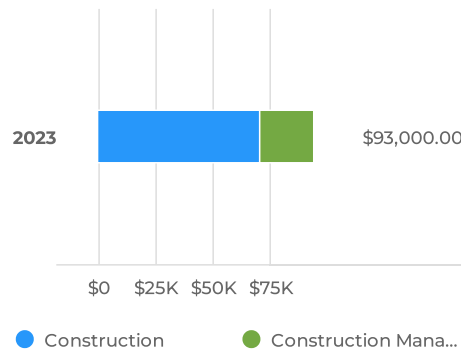
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ3

### Capital Cost

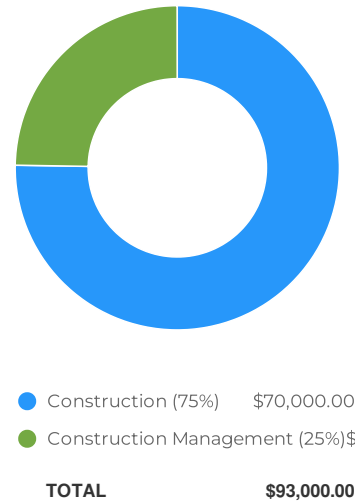
Capital Cost by Year

FY2023 Budget  
**\$93,000**

Total Budget *(all years)*  
**\$93K**



Capital Cost for All Years



#### Capital Cost Breakdown

Capital Cost	FY2023
Construction	\$70,000
Construction Management	\$23,000
<b>Total</b>	<b>\$93,000</b>

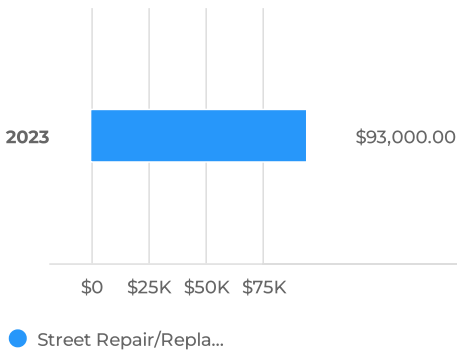


# Funding Sources

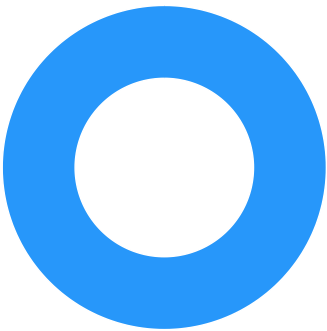
FY2023 Budget  
**\$93,000**

Total Budget *(all years)*  
**\$93K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

TOTAL	\$93,000.00
-------	-------------

Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$93,000
Total	\$93,000



# Woodland Avenue / Daisey Avenue

Intersection reconstruction project and drainage improvements. The project was originally scheduled for FY 2023 for project design and FY 2024 for construction. Project has been moved forward and construction costs are estimates that will be revised once the project design is completed. This project was combined with the Daisey Avenue sidewalk connectivity project which was projected to cost approximately \$318k.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ6

Prior Appropriations through FY2022: \$50,000

Total Project Cost: \$629,700

## Capital Cost

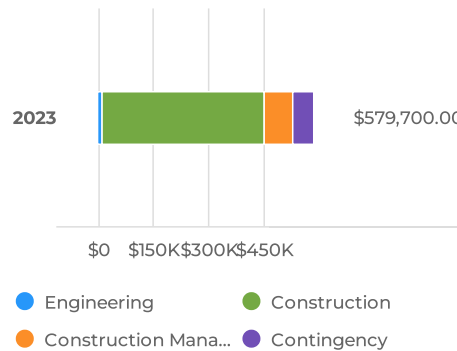
Capital Cost by Year

FY2023 Budget

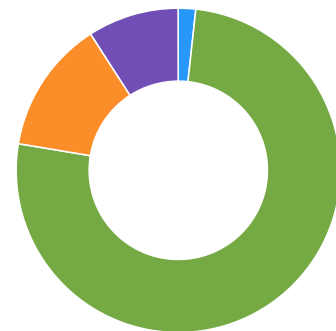
**\$579,700**

Total Budget *(all years)*

**\$579.7K**



Capital Cost for All Years



Engineering (2%)	\$10,000.00
Construction (76%)	\$440,000.00
Construction Management (13%)	\$77,000.00
Contingency (9%)	\$52,700.00
<b>TOTAL</b>	<b>\$579,700.00</b>

### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$10,000
Construction	\$440,000
Construction Management	\$77,000
Contingency	\$52,700
<b>Total</b>	<b>\$579,700</b>

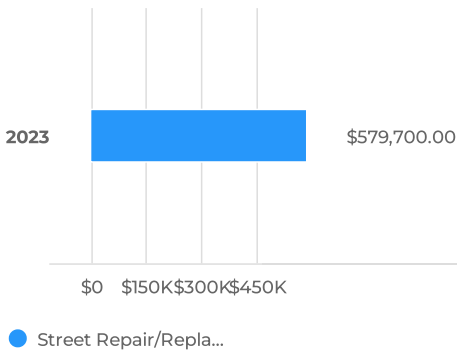


# Funding Sources

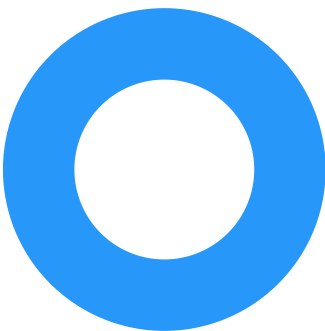
FY2023 Budget  
**\$579,700**

Total Budget *(all years)*  
**\$579.7K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

<b>TOTAL</b>	<b>\$579,700.00</b>
--------------	---------------------

Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$579,700
Total	\$579,700



# Hudson Avenue / Kelley Estates Pipe Crossing

Engineering design and construction management services to remove and replace undersized outlet pipe crossing at Hudson Avenue. Realign pipe crossing with existing drainage ditch. Design and Engineering was scheduled for FY2020 with the completion of the project being scheduled for FY2022. The construction portion will be advertised in April 2022.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ7

Prior Appropriations through FY2022: \$161,500

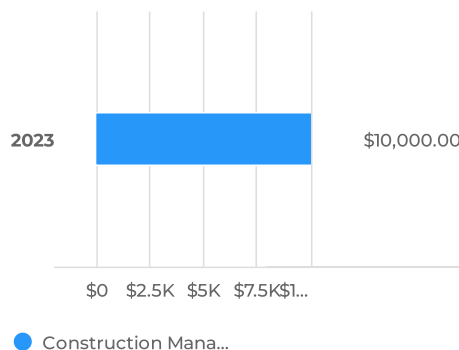
Total Project Cost: \$171,500

## Capital Cost

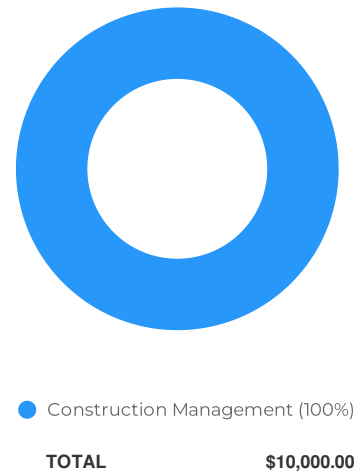
Capital Cost by Year

FY2023 Budget  
**\$10,000**

Total Budget *(all years)*  
**\$10K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023
Construction Management	\$10,000
<b>Total</b>	<b>\$10,000</b>

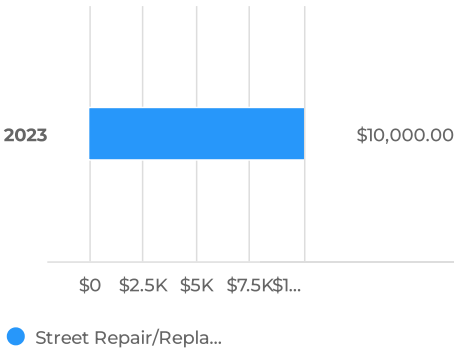


# Funding Sources

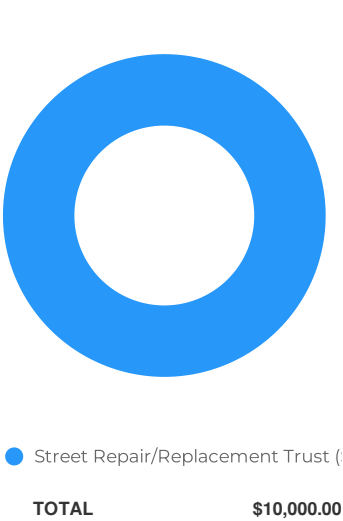
FY2023 Budget  
**\$10,000**

Total Budget *(all years)*  
**\$10K**

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$10,000
Total	\$10,000



# Lord Baltimore School Foot Bridge

The construction of a box culvert and 12-foot wide traffic-bearing multi-use path between Lord Baltimore School and Lake Village Circle to facilitate emergency access to / from Lord Baltimore School.

Indian River School District (IRSD) will be funding \$10,000 towards the project.

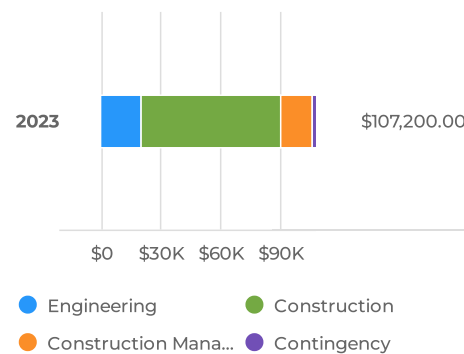
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ5

## Capital Cost

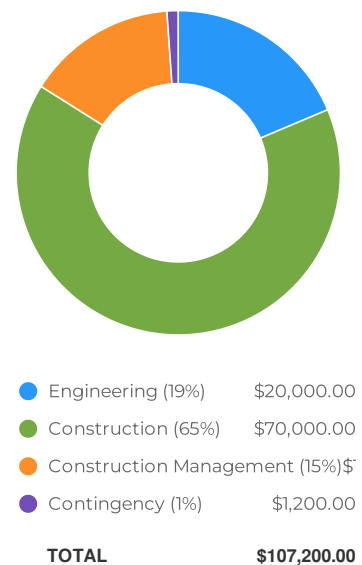
FY2023 Budget  
**\$107,200**

Total Budget *(all years)*  
**\$107.2K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$20,000
Construction	\$70,000
Construction Management	\$16,000
Contingency	\$1,200
<b>Total</b>	<b>\$107,200</b>



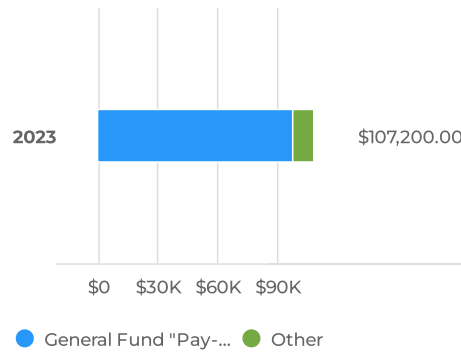


# Funding Sources

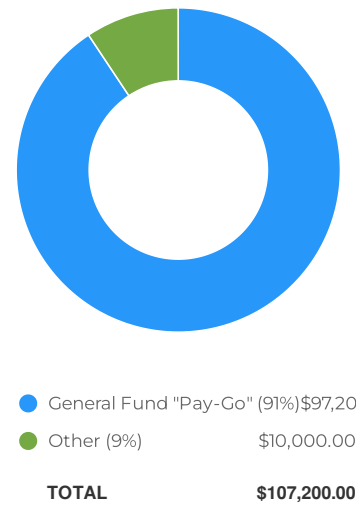
FY2023 Budget  
**\$107,200**

Total Budget *(all years)*  
**\$107.2K**

Funding Sources by Year



Funding Sources for All Years



## Funding Sources Breakdown

Funding Sources	FY2023
General Fund "Pay-Go"	\$97,200
Other	\$10,000
<b>Total</b>	<b>\$107,200</b>



# Woodland Avenue Sidewalks

The Phase 2 connectivity and drainage project to provide safe route to walk along Woodland Avenue from SR 26 to Hudson Avenue. Construction costs are estimates that will be revised once the project design is completed.

Prior Appropriations through FY2022: \$70,000

Total Project Cost: \$473,400

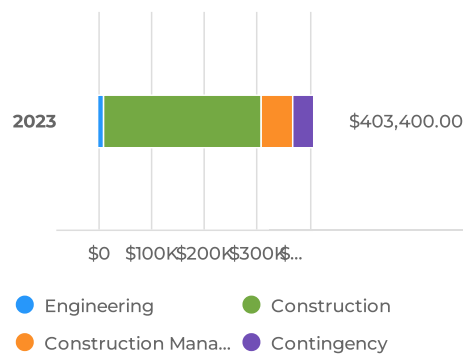
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ18

## Capital Cost

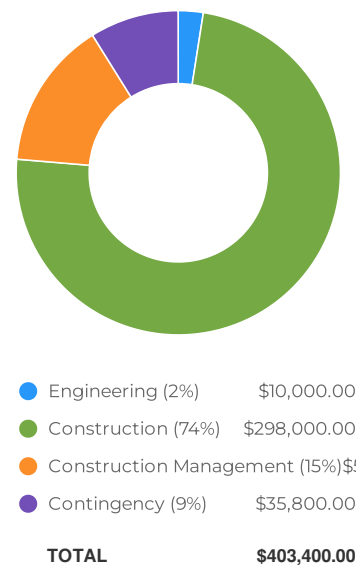
Capital Cost by Year

FY2023 Budget  
**\$403,400**

Total Budget *(all years)*  
**\$403.4K**



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$10,000
Construction	\$298,000
Construction Management	\$59,600
Contingency	\$35,800
<b>Total</b>	<b>\$403,400</b>

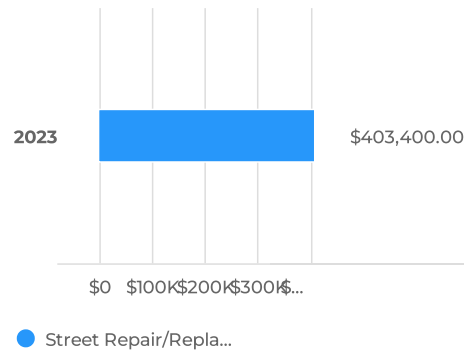


# Funding Sources

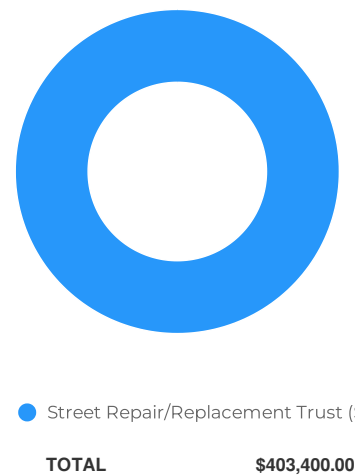
FY2023 Budget  
**\$403,400**

Total Budget *(all years)*  
**\$403.4K**

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$403,400
<b>Total</b>	<b>\$403,400</b>

# Planning Support Services

Professional consultant assistance in finding and writing grants for drainage and roadway reconstruction projects, and/or assistance with FEMA and Sussex Conservation District outreach, as necessary.

This funding is noted as a supplement to staff engagement and outreach efforts.

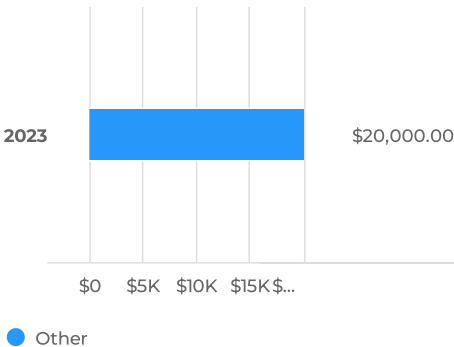
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ16

## Capital Cost

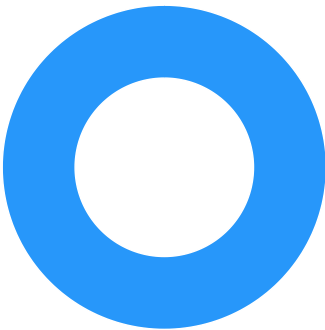
Capital Cost by Year

FY2023 Budget  
**\$20,000**

Total Budget *(all years)*  
**\$20K**



Capital Cost for All Years



Other (100%)	\$20,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>

Capital Cost Breakdown	
Capital Cost	FY2023
Other	\$20,000
Total	\$20,000

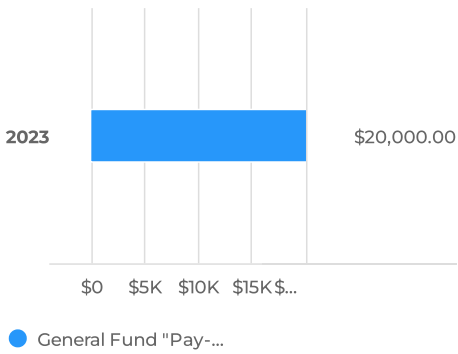


# Funding Sources

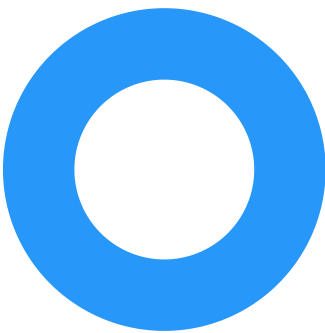
FY2023 Budget  
**\$20,000**

Total Budget *(all years)*  
**\$20K**

Funding Sources by Year



Funding Sources for All Years



● General Fund "Pay-Go" (100%)\$20,000.00

**TOTAL** **\$20,000.00**

Funding Sources Breakdown	
Funding Sources	FY2023
General Fund "Pay-Go"	\$20,000
<b>Total</b>	<b>\$20,000</b>



# Hunter's Run Pipe Replacement

Removal and replacement of five (5) asphalt coated corrugated metal pipes that convey storm water from the roadway to SWP#1. Inspection and repair of existing asphalt corrugated metal pipe that carries overflow water from SWP#1 under crossover #3 to the tax ditch system.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ10

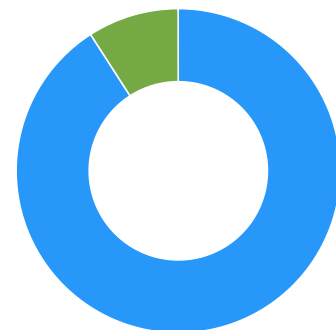
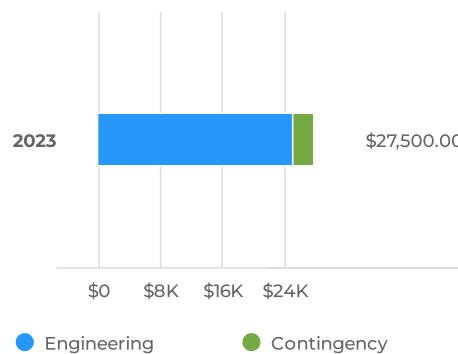
## Capital Cost

Capital Cost by Year

Capital Cost for All Years

FY2023 Budget  
**\$27,500**

Total Budget *(all years)*  
**\$27.5K**



Engineering (91%)	\$25,000.00
Contingency (9%)	\$2,500.00
<b>TOTAL</b>	<b>\$27,500.00</b>

### Capital Cost Breakdown

Capital Cost	FY2023
Engineering	\$25,000
Contingency	\$2,500
<b>Total</b>	<b>\$27,500</b>

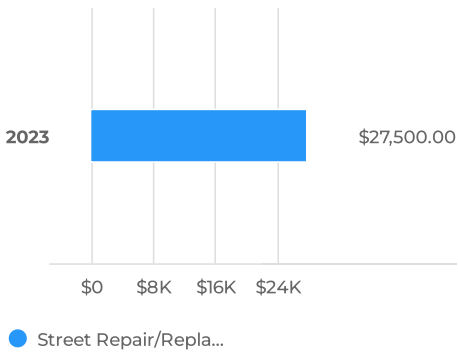


# Funding Sources

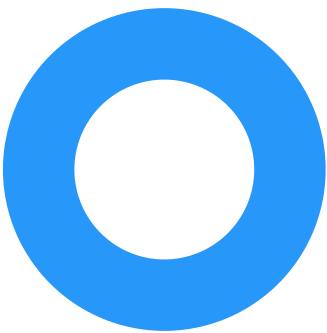
FY2023 Budget  
**\$27,500**

Total Budget *(all years)*  
**\$27.5K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

TOTAL	\$27,500.00
-------	-------------

Funding Sources Breakdown	
Funding Sources	FY2023
Street Repair/Replacement Trust (SRRTF)	\$27,500
Total	\$27,500



## Traffic Analysis

Miscellaneous Traffic Engineering studies and analysis to address cut through traffic within the Town of Ocean View.

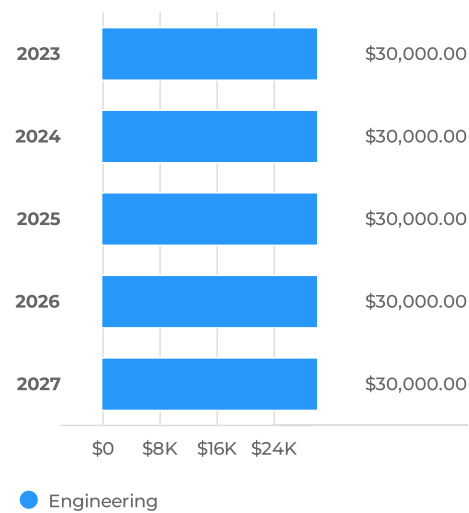
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ15

## Capital Cost

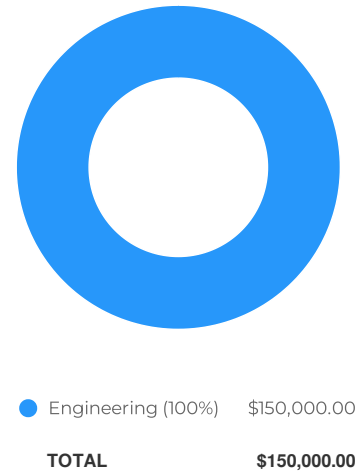
FY2023 Budget  
**\$30,000**

Total Budget *(all years)*  
**\$150K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025	FY2026	FY2027
Engineering	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
<b>Total</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>



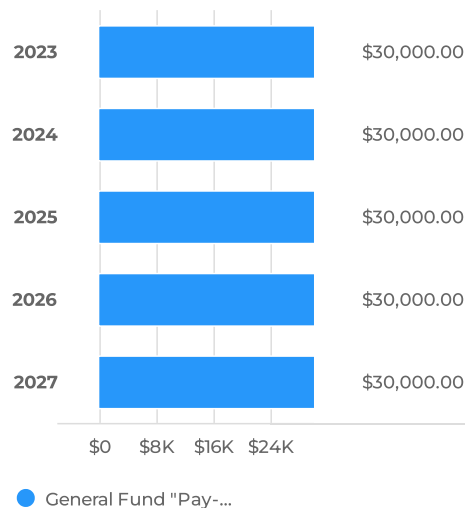


# Funding Sources

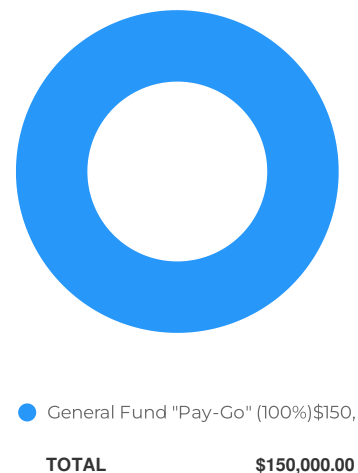
FY2023 Budget  
\$30,000

Total Budget *(all years)*  
\$150K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown					
Funding Sources	FY2023	FY2024	FY2025	FY2026	FY2027
General Fund "Pay-Go"	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

## Four-Wheel Drive SUV

New four-wheeled SUV for Planning & Zoning.

Analysis will be done to determine if the current truck (DPW-07) will be used by the seasonal Code Enforcement Officer, sold at auction or used for reserve.

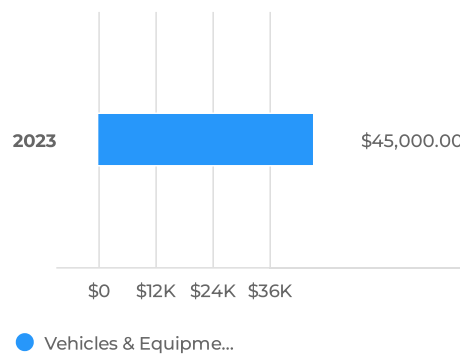
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ8

### Capital Cost

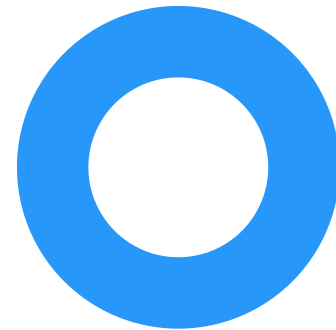
Capital Cost by Year

FY2023 Budget  
**\$45,000**

Total Budget *(all years)*  
**\$45K**



Capital Cost for All Years



● Vehicles & Equipment (100%) \$45,0

**TOTAL \$45,000.00**

#### Capital Cost Breakdown

Capital Cost	FY2023
Vehicles & Equipment	\$45,000
<b>Total</b>	<b>\$45,000</b>

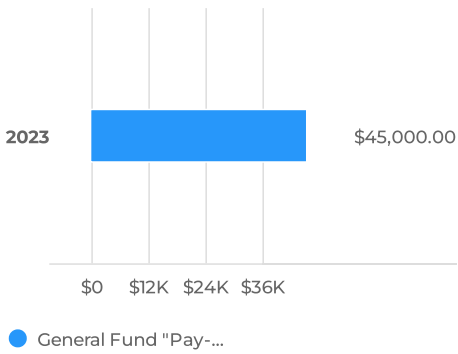


# Funding Sources

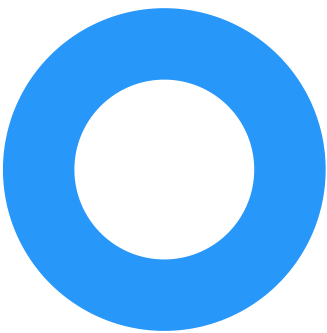
FY2023 Budget  
**\$45,000**

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● General Fund "Pay-Go" (100%)\$45,000.00

	TOTAL
	\$45,000.00

Funding Sources Breakdown	
Funding Sources	FY2023
General Fund "Pay-Go"	\$45,000
<b>Total</b>	<b>\$45,000</b>



## Phase IV Sidewalks (West Avenue)

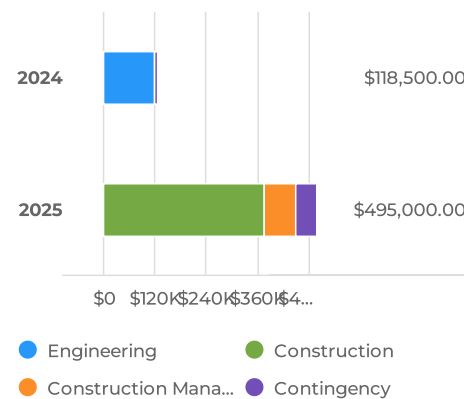
The Phase 4 sidewalk connectivity project will provide a safe path along West Avenue from Osprey Lane to the Assawoman Canal Trail via Central Avenue.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ20

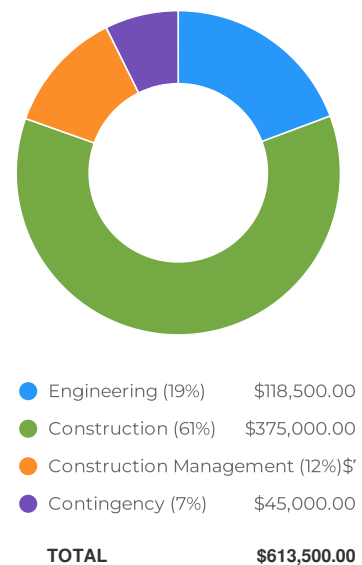
### Capital Cost

Total Budget *(all years)*  
**\$613.5K**

Capital Cost by Year



Capital Cost for All Years



#### Capital Cost Breakdown

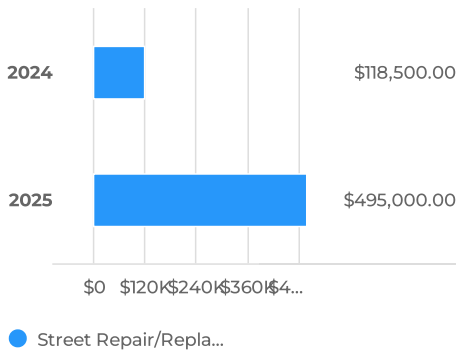
Capital Cost	FY2024	FY2025
Engineering	\$118,500	
Construction		\$375,000
Construction Management		\$75,000
Contingency		\$45,000
<b>Total</b>	<b>\$118,500</b>	<b>\$495,000</b>



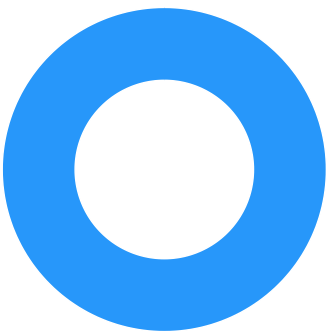
# Funding Sources

Total Budget *(all years)*  
**\$613.5K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

**TOTAL** **\$613,500.00**

Funding Sources Breakdown		
Funding Sources	FY2024	FY2025
Street Repair/Replacement Trust (SRRTF)	\$118,500	\$495,000
Total	\$118,500	\$495,000



## Phase V Sidewalks (Woodland Avenue)

The Phase 5 connectivity project will provide a safe path along Woodland Avenue from Hudson Avenue to Daisey Avenue. Design was originally scheduled for FY2025 with construction scheduled for FY2026 but has been brought forward to FY2023.

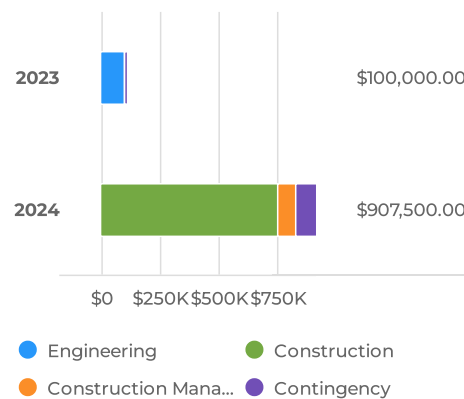
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ21

### Capital Cost

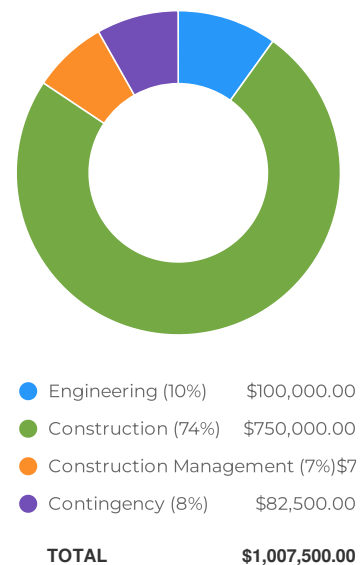
FY2023 Budget  
**\$100,000**

Total Budget *(all years)*  
**\$1.008M**

Capital Cost by Year



Capital Cost for All Years



#### Capital Cost Breakdown

Capital Cost	FY2023	FY2024
Engineering	\$100,000	
Construction		\$750,000
Construction Management		\$75,000
Contingency		\$82,500
<b>Total</b>	<b>\$100,000</b>	<b>\$907,500</b>

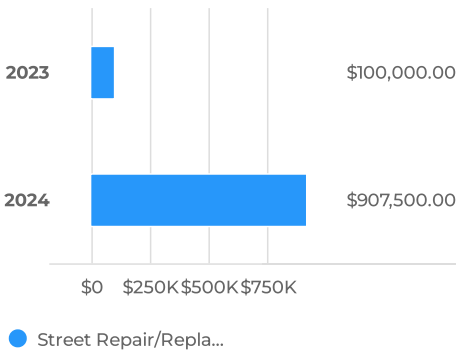


# Funding Sources

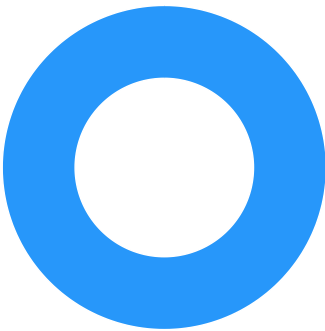
FY2023 Budget  
**\$100,000**

Total Budget *(all years)*  
**\$1.008M**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

**TOTAL**                      **\$1,007,500.00**

Funding Sources Breakdown		
Funding Sources	FY2023	FY2024
Street Repair/Replacement Trust (SRRTF)	\$100,000	\$907,500
<b>Total</b>	<b>\$100,000</b>	<b>\$907,500</b>



# Woodland Avenue to Oakwood Avenue via Central Avenue Sidewalks

The Phase 3 sidewalk connectivity project will connect Woodland Avenue to John West Park via Central Avenue. Design was originally scheduled for FY2023 with construction scheduled for FY2024 but has been pushed to FY2025.

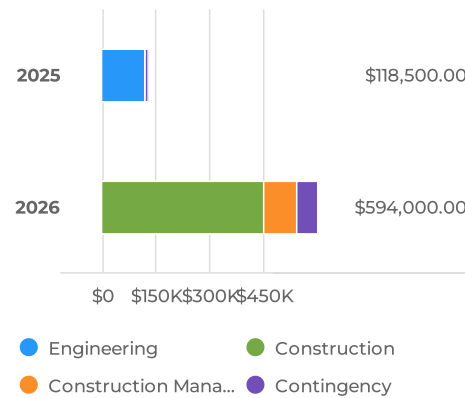
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Planning & Zoning
Type	Other
Project Number	PZ19

## Capital Cost

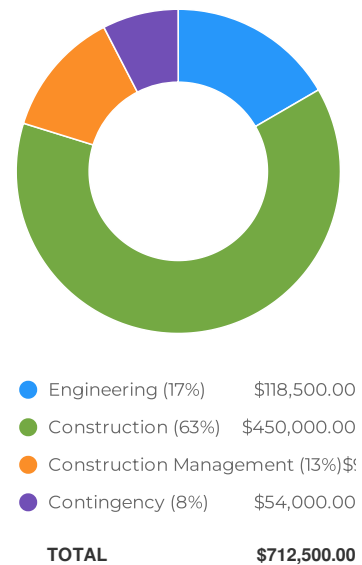
Total Budget *(all years)*

**\$712.5K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2025	FY2026
Engineering	\$118,500	
Construction		\$450,000
Construction Management		\$90,000
Contingency		\$54,000
<b>Total</b>	<b>\$118,500</b>	<b>\$594,000</b>

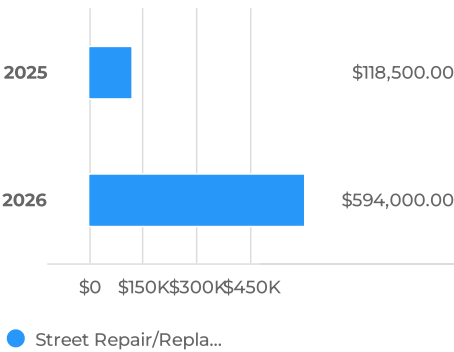




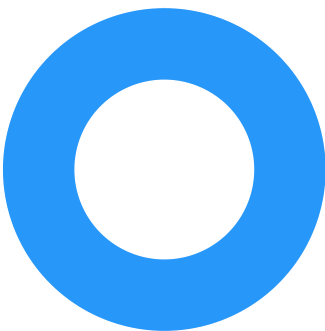
# Funding Sources

Total Budget *(all years)*  
**\$712.5K**

Funding Sources by Year



Funding Sources for All Years



● Street Repair/Replacement Trust (

**TOTAL** **\$712,500.00**

Funding Sources Breakdown		
Funding Sources	FY2025	FY2026
Street Repair/Replacement Trust (SRRTF)	\$118,500	\$594,000
Total	\$118,500	\$594,000



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## **DPW REQUESTS**

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# Accent Lighting - Community Center @ 32 West (formerly Town Hall) / Town Park

The replacement of holiday lighting on the Community Center @ 32 West (formerly Town Hall) and the out-buildings. Lighting remains year round with the Gazebo lighting updated for the changing holidays (red, white and green during winter months and red, white and blue during summer months).

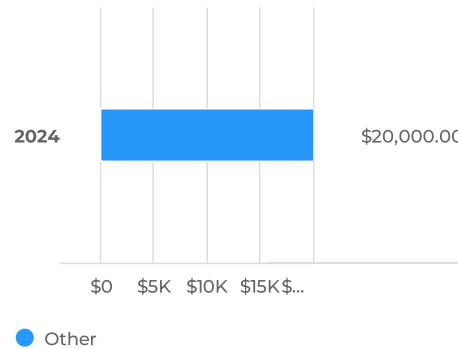
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	DPW
Type	Other
Project Number	DPW1

## Capital Cost

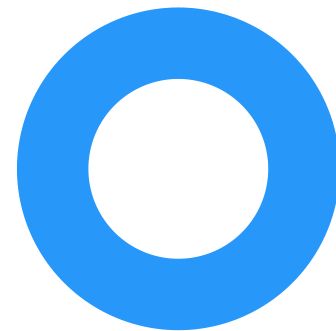
Capital Cost by Year

Total Budget (all years)

**\$20K**



Capital Cost for All Years



Other (100%)	\$20,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>

### Capital Cost Breakdown

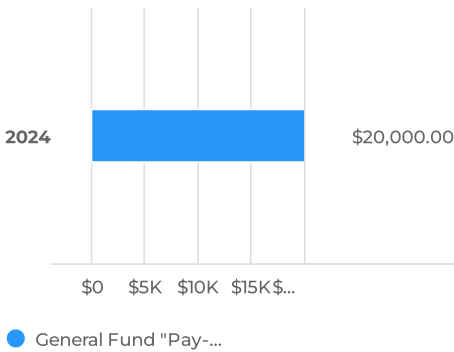
Capital Cost	FY2024
Other	\$20,000
<b>Total</b>	<b>\$20,000</b>



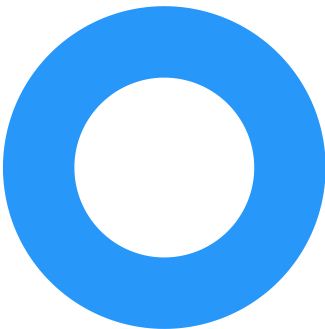
# Funding Sources

Total Budget *(all years)*  
**\$20K**

Funding Sources by Year



Funding Sources for All Years



● General Fund "Pay-Go" (100%)\$20,000.00

**TOTAL                      \$20,000.00**

Funding Sources Breakdown	
Funding Sources	FY2024
General Fund "Pay-Go"	\$20,000
<b>Total</b>	<b>\$20,000</b>



# Mosquito Sprayer

Replacement of Mosquito Sprayer. Each sprayer has a 5-year life span. The oldest will be used as a reserve sprayer.

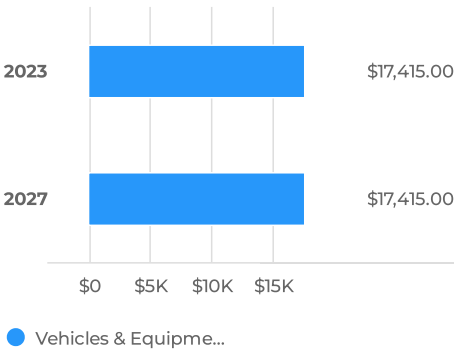
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	DPW
Type	Other
Project Number	DPW2

## Capital Cost

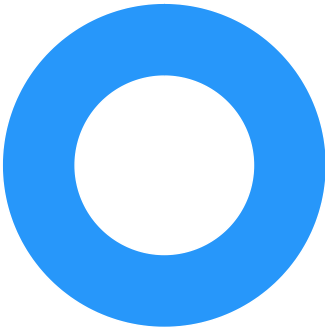
FY2023 Budget  
**\$17,415**

Total Budget *(all years)*  
**\$34.83K**

Capital Cost by Year



Capital Cost for All Years



Vehicles & Equipment (100%)\$34,8

TOTAL \$34,830.00

Capital Cost Breakdown		
Capital Cost	FY2023	FY2027
Vehicles & Equipment	\$17,415	\$17,415
Total	\$17,415	\$17,415



## Funding Sources

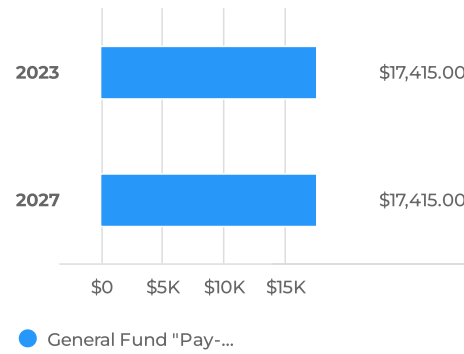
FY2023 Budget

**\$17,415**

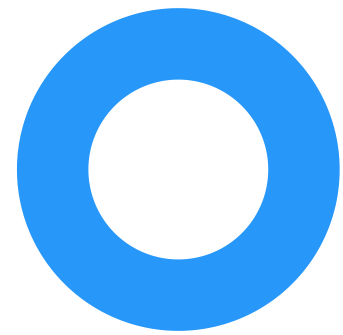
Total Budget *(all years)*

**\$34.83K**

Funding Sources by Year



Funding Sources for All Years



General Fund "Pay-Go" (100%) \$34,830.00

**TOTAL \$34,830.00**

### Funding Sources Breakdown

Funding Sources	FY2023	FY2027
General Fund "Pay-Go"	\$17,415	\$17,415
<b>Total</b>	<b>\$17,415</b>	<b>\$17,415</b>



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# **ADMINISTRATION REQUESTS**

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## 201 Central Avenue - Capital Repairs

The repairs and maintenance are based on the 2019 Reserve Study for 201 Central Avenue. The reserve study identifies out-year costs of known and recurring infrastructure needs. This detail is then used to assist in determining the funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The items are intended to be funded accordingly from the CRTF. Contingency represents inflation as noted in the 2019 Reserve Study.

Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Administration
Type	Capital Improvement
Project Number	CRTF2



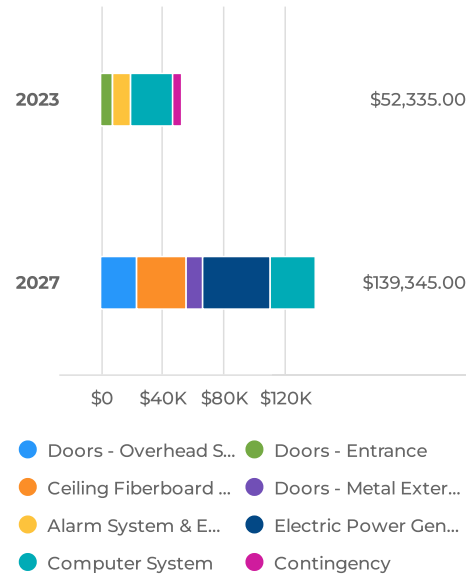


# Capital Cost

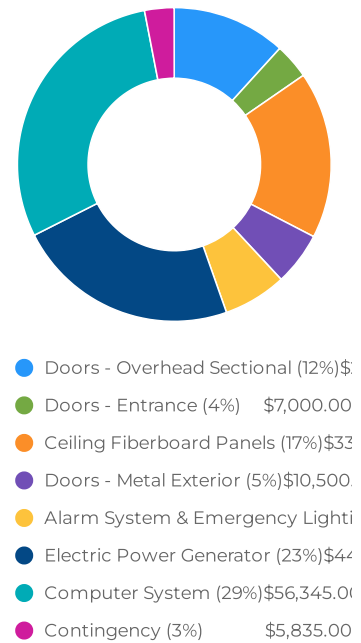
FY2023 Budget  
**\$52,335**

Total Budget *(all years)*  
**\$191.68K**

Capital Cost by Year



Capital Cost for All Years



## Capital Cost Breakdown

Capital Cost	FY2023	FY2027
Doors - Overhead Sectional		\$22,500
Doors - Entrance	\$7,000	
Ceiling Fiberboard Panels		\$33,000
Doors - Metal Exterior		\$10,500
Alarm System & Emergency Lighting	\$12,500	
Electric Power Generator		\$44,000
Computer System	\$27,000	\$29,345
Contingency	\$5,835	
<b>Total</b>	<b>\$52,335</b>	<b>\$139,345</b>

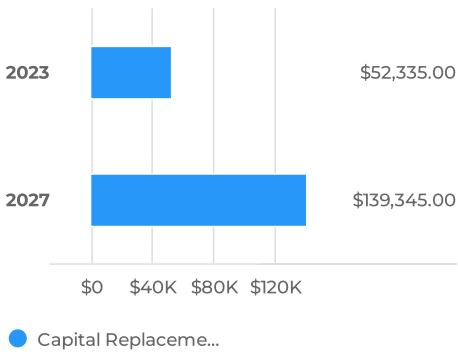


# Funding Sources

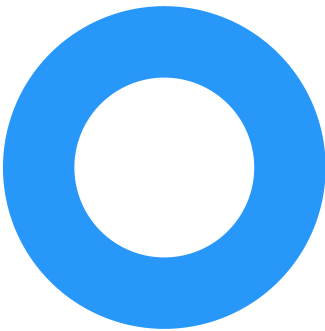
FY2023 Budget  
\$52,335

Total Budget *(all years)*  
\$191.68K

Funding Sources by Year



Funding Sources for All Years



● Capital Replacement Trust (CRTF)

**TOTAL**                      **\$191,680.00**

Funding Sources Breakdown		
Funding Sources	FY2023	FY2027
Capital Replacement Trust (CRTF)	\$52,335	\$139,345
<b>Total</b>	<b>\$52,335</b>	<b>\$139,345</b>



## 222 Maintenance Road - Capital Repairs

The repairs and maintenance are based on the 2019 Reserve Study for 222 Maintenance Road. The reserve study identifies out-year costs of known and recurring infrastructure needs. This detail is then used to assist in determining the funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The items are intended to be funded accordingly from the CRTF. Contingency represents inflation as noted in the 2019 Reserve Study.

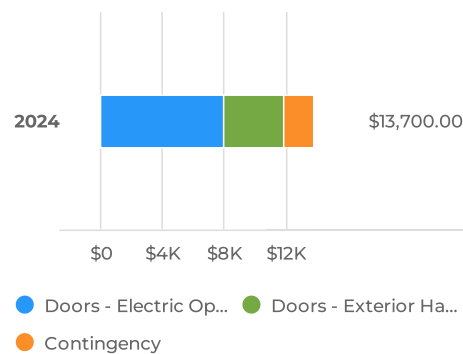
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Administration
Type	Capital Improvement
Project Number	CRTF3

### Capital Cost

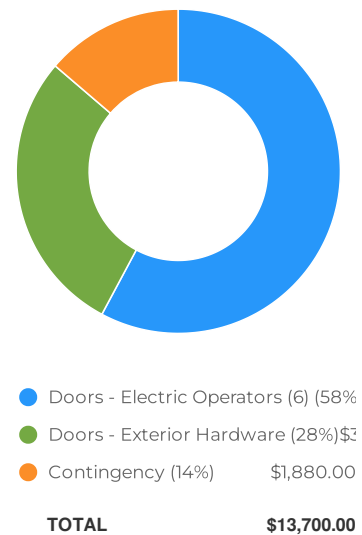
Capital Cost by Year

Total Budget *(all years)*

**\$13.7K**



Capital Cost for All Years



#### Capital Cost Breakdown

Capital Cost	FY2024
Doors - Electric Operators (6)	\$7,920
Doors - Exterior Hardware	\$3,900
Contingency	\$1,880
<b>Total</b>	<b>\$13,700</b>

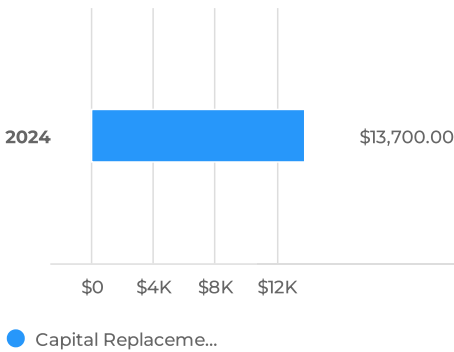


# Funding Sources

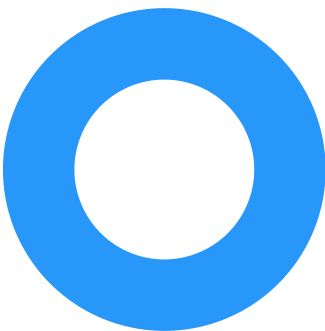
Total Budget *(all years)*

\$13.7K

Funding Sources by Year



Funding Sources for All Years



● Capital Replacement Trust (CRTF)

**TOTAL**                      **\$13,700.00**

Funding Sources Breakdown	
Funding Sources	FY2024
Capital Replacement Trust (CRTF)	\$13,700
Total	\$13,700



# John West Park - Capital Repairs

The repairs and maintenance are based on the 2019 Reserve Study for 222 Maintance Road. The reserve study identifies out-year costs of known and recurring infrastructure needs. This detail is then used to assist in determining the funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The items are intended to be funded accordingly from the CRTF. Contingency represents inflation as noted in the 2019 Reserve Study.

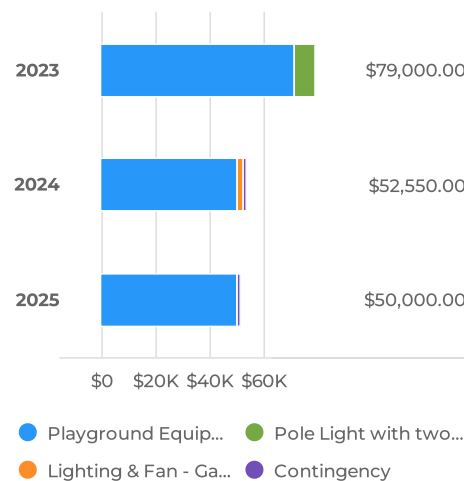
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Administration
Type	Capital Improvement
Project Number	CRTF4

## Capital Cost

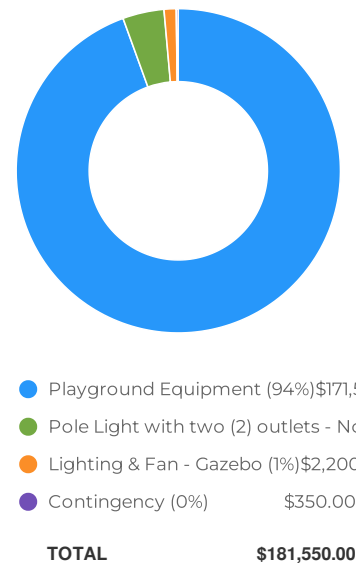
FY2023 Budget  
**\$79,000**

Total Budget *(all years)*  
**\$181.55K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025
Playground Equipment	\$71,500	\$50,000	\$50,000
Pole Light with two (2) outlets - North End	\$7,500		
Lighting & Fan - Gazebo		\$2,200	
Contingency		\$350	
<b>Total</b>	<b>\$79,000</b>	<b>\$52,550</b>	<b>\$50,000</b>

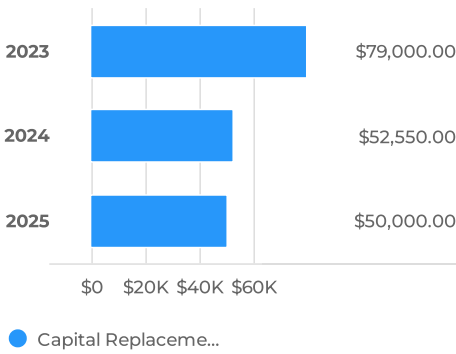


# Funding Sources

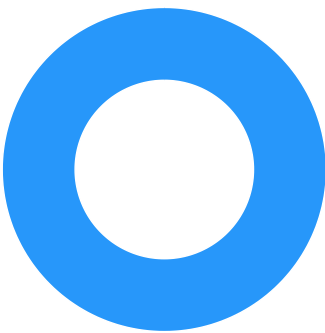
FY2023 Budget  
**\$79,000**

Total Budget *(all years)*  
**\$181.55K**

Funding Sources by Year



Funding Sources for All Years



● Capital Replacement Trust (CRTF)

**TOTAL                      \$181,550.00**

Funding Sources Breakdown			
Funding Sources	FY2023	FY2024	FY2025
Capital Replacement Trust (CRTF)	\$79,000	\$52,550	\$50,000
<b>Total</b>	<b>\$79,000</b>	<b>\$52,550</b>	<b>\$50,000</b>



# Community Center @ 32 West - Capital Repairs

The repairs and maintenance are based on the 2019 Reserve Study for the Community Center @ 32 West Avenue (formerly Town Hall). The reserve study identifies out-year costs of known and recurring infrastructure needs. This detail is then used to assist in determining the funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The items are intended to be funded accordingly from the CRTF. Contingency represents inflation as noted in the 2019 Reserve Study.

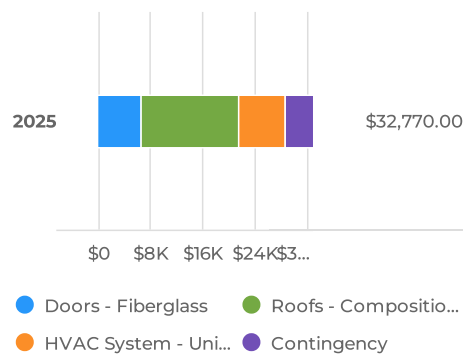
Submitted By	Dawn Parks
Request Owner	Dawn Parks
Department	Administration
Type	Capital Improvement
Project Number	CRTF1

## Capital Cost

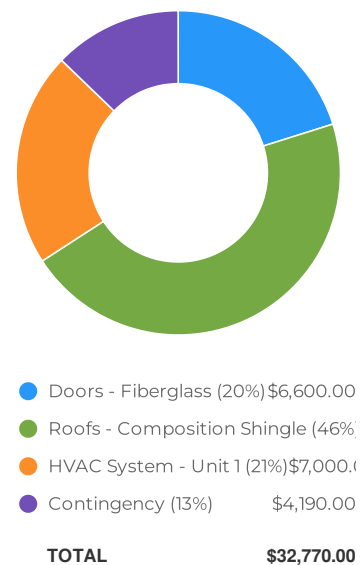
Capital Cost by Year

Total Budget (all years)

**\$32.77K**



Capital Cost for All Years



### Capital Cost Breakdown

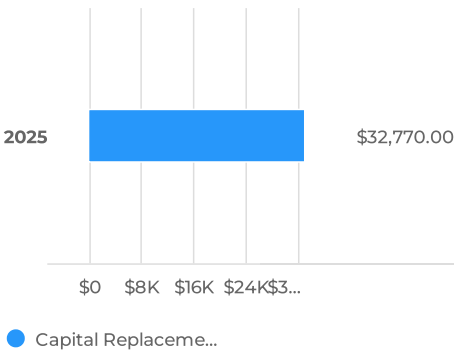
Capital Cost	FY2025
Doors - Fiberglass	\$6,600
Roofs - Composition Shingle	\$14,980
HVAC System - Unit 1	\$7,000
Contingency	\$4,190
<b>Total</b>	<b>\$32,770</b>



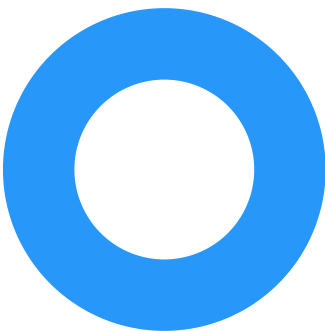
# Funding Sources

Total Budget *(all years)*  
**\$32.77K**

Funding Sources by Year



Funding Sources for All Years



● Capital Replacement Trust (CRTF)

**TOTAL                      \$32,770.00**

Funding Sources Breakdown	
Funding Sources	FY2025
Capital Replacement Trust (CRTF)	\$32,770
<b>Total</b>	<b>\$32,770</b>

