

TOWN OF OCEAN VIEW  
DELAWARE

February 19, 2021

TO: Honorable Mayor and Council  
FROM: Carol S. Houck, Town Manager  
Dawn Mitchell Parks, Finance Director  
SUBJECT: Draft Two – FY2022 Budget – Modifications from Draft One

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The management team and I look forward to reviewing Draft Two at the February 23<sup>rd</sup> Public Hearing and Workshop and responding to any questions. Feel Free to contact us in advance to the 23<sup>rd</sup> for any clarification or to assist in your review of the document. It is our hope that this workshop will result in final direction so that we can deliver the FY2022 Budget Ordinances at your March 9<sup>th</sup> Council Meeting.

Revisions for Draft Two of the Proposed Operating, 5-year Capital Improvement Program and Water System Budget are as follows:

**Section 1: Fee Schedule**

- Page 2 – Added **Election Filing Fee \$50.00** – no impact on proposed Revenue budget.
- Page 2 – Reduced the originally proposed **Administrative Variance** increase from \$250 to \$200. No impact on proposed Revenue budget.
- Page 6 – **Revised Repairs and renovations (for work identical or substantially the same)**. Refer to attached document for impact on proposed Revenue budget.
- Page 7 – Increased the per officer fee from \$60.00 per hour to \$65.00 per hour for **Road construction and escort to move structures through the streets of Ocean View** - No impact on proposed Revenue budget.
- Page 8 – Added **Domesticated Animal at large nuisance \$100.00** – no impact on the proposed Revenue budget.

**Section 2: Capital Improvement Program**

- Page 14 – Emerging Projects – **moved \$45,000 to FY23 for the Summer Weekends Shuttle for Residents**. Also, updated the project description with the revised number of projects and funding request.
- Page 29 – Ocean View Historical Society Sidewalk – updated the project description with **'The Town's share shall be up to but not exceed \$15,000 depending on the fundraising funds efforts of the Ocean View Historical Society'**.

**Section 3: Operating Budget – Assumptions, Highlights and Detail**

- Pages 54 to 57 – added the number of employees above the Personnel Related Costs for each department.
- Please refer to the attached document which accounts for updates in Draft Two of the Town's FY2022 Budget (following our Budget Workshop of February 9<sup>th</sup>).

**Section 4: Trust Funds (SRRTF, CRTF and ERTF)**

- Updated the Trust Fund balances based on the change in Operating Expenses.

**Section 5: Water System**

- Increased Repairs and Upgrades as noted on Page 76. Tidewater is working on estimates for the repairs and upgrades noted for this fiscal year. The operating line item has been increased with the assumption that not all the required repairs and upgrades will be completed by April 30, 2021.

**FY22 Budget**

**Impact on Unassigned  
Fund Balance**

Changes made to the Current FY Budget (by each updated DRAFT) are as follows

**Cumulative**

Impact on Unassigned Fund Balance as displayed Draft #1		<b>0.00</b>
<b>DRAFT #1 to DRAFT #2 REVISIONS</b>		<b>0.00</b>
<b>23-Feb</b>		<b>0.00</b>
1	CIP - Emerging Projects - moved \$45,000 for Shuttle bus to FY23. No impact on Operating Budget.	0.00
2	Added proved performance Bonus to Salaries in P&Z (includes bonus plus taxes)	(2,156.00) <b>(2,156.00)</b>
3	Added Merit Bonus to Salaries in Police Department (includes bonus plus taxes)	(2,973.00) <b>(5,129.00)</b>
4	Update Property Tax to Pearson's Appraisal certified assessment value (Discount updated as well).	(3,313.00) <b>(8,442.00)</b>
5	Increase to Building Permits Revenue - Repairs and Renovations permit on page 6 of the Fee Schedule has been revised to 1% of Contract Cost with \$50 minimum whichever is greater. Intend to increase focus on property maintenance in CY2021 which will be one of the driving forces in the increase to this type of Building Permit.	8,442.00 <b>0.00</b>
6		-
7		-
8		-
9		-
10		-

# Town of Ocean View

2021 - 2022



**Proposed  
Operating Budget,  
5-Year Capital Improvement Plan  
and  
Water System Budget**

**Draft Two: February 23, 2021**

# Town of Ocean View

FY 2022 - FY 2026

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# Town of Ocean View

2021 - 2022



## Section One: Fee Schedule

**Draft Two: February 23, 2021**

**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)	\$ <del>0.10</del> .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 Such as reimbursable expenses and service fees.	1.5% per month/18% annual
❖ 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	<del>\$ 150.00</del>	\$250.00	\$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)	<del>\$ 30.00</del>	\$ 75.00
❖ Event, per approved event for up to 3 consecutive days	<del>\$ 15.00</del>	\$ 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).	<del>\$ 75.00</del>	\$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 \$ .50 per square foot

from enclosed walls and/or roof.

- ❖ Repairs and renovations (for work identical or substantially the same):
  - ~~Project cost of less than \$10,000~~ ~~\$ 0.00~~ 1% of Contract Cost / \$50.00 Minimum
  - ~~Project cost of \$10,000 – \$11,000~~ ~~\$ 50.00~~
  - ~~Each additional \$1,000 or fraction thereof~~ ~~\$ 10.00~~
- ❖ All others:
  - Dumpster placement (subject to town approval) \$ 0.00
  - Fence, sidewalk, and driveway \$ ~~75.00~~ \$100.00
  - Demolition of any structure or building \$ 100.00
  - Moving any structure or building in or through Town \$ 100.00
  - Swimming pools (in and above ground) \$ .50 per square foot
- ❖ Minimum charge for any building permit \$ ~~50.00~~ \$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

**POLICE**

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	\$ <del>60.00 per hour</del>	\$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
- ❖ *Exception for service funded by a grant which specifies payment terms.*

Other Charges

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

**PROFESSIONAL FEES**

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%.

**STIPENDS – as set by Town Council**

*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

**TAXES**

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%

**VIOLATIONS/FINES**

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

**WATER FEES, RATES AND METERS**

Water Meters (as set out in Town Code Chapter 213)

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

<b>(inches)</b>	<b>Quarterly Charge</b>
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



# Town of Ocean View

2021 - 2022



## Section Two: Capital Improvement Program

Years 2022 through 2026

**Draft Two: February 23, 2021**

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026 Summary**

	Amount Year ending April 30, 2022	Amount Year ending April 30, 2023	Amount Year ending April 30, 2024	Amount Year ending April 30, 2025	Amount Year ending April 30, 2026
<b>Appropriations from the:</b>					
General Fund	\$ 169,250	\$ 152,250	\$ 165,000	\$ 145,000	\$ 145,000
Emerging Project Fund	\$ 121,970	\$ 45,000	\$ -	\$ -	\$ -
Capital Replacement Trust Fund	\$ 141,162	\$ 102,335	\$ 66,252	\$ 82,768	\$ -
Agency Funded Grants	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Street Repair & Replacement Trust Fund	\$ 1,462,357	\$ 833,120	\$ 712,500	\$ 585,000	\$ 695,255
Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Appropriations</b>	<b>\$ 1,919,739</b>	<b>\$ 1,157,705</b>	<b>\$ 968,752</b>	<b>\$ 837,768</b>	<b>\$ 865,255</b>

**Page Capital Expenditures**

<b>General &amp; Administrative</b>					
14	Emerging Projects	121,970	45,000	-	-
	<b>Total Administrative</b>	<b>121,970</b>	<b>45,000</b>	<b>-</b>	<b>-</b>
<b>Public Safety</b>					
15	Replacement of Police Vehicles	142,000	140,000	140,000	140,000
16	Speed Monitors	10,000	-	-	-
	<b>Total Public Safety</b>	<b>152,000</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>
<b>Planning &amp; Zoning</b>					
Drainage Projects:					
17	Country Village/Country Estates	345,645	-	-	-
18	The Cottages	487,612	-	-	-
19	Woodland Ave. / Daisey Ave.	50,000	264,000	-	-
20	Hudson Ave/Kelley Estates Pipe Crossing	60,000	-	-	-
	<b>Total Drainage projects</b>	<b>943,257</b>	<b>264,000</b>	<b>-</b>	<b>-</b>
Engineering Studies					
21	Traffic Analysis	30,000	30,000	30,000	30,000
22	Planning Support Services	7,250	7,250	-	-
	<b>Total Engineering Studies</b>	<b>37,250</b>	<b>37,250</b>	<b>30,000</b>	<b>30,000</b>
Sidewalk Connectivity projects					
23	West Ave, SR 26 to Oakwood to Central Ave	434,100	-	-	-
24	Woodland Avenue Sidewalks	70,000	450,620	-	-
25	Oakland to Oakwood via Central Sidewalks	-	118,500	594,000	-
26	Phase IV Sidewalks (West Avenue)	-	-	118,500	495,000
27	Phase V Sidewalks (Woodland Ave)	-	-	-	90,000
28	Phase VI Sidewalks (Woodland Ave)	-	-	-	601,205
29	Historical Society Sidewalk	15,000	-	-	94,050
	<b>Total Sidewalk Connectivity projects</b>	<b>519,100</b>	<b>569,120</b>	<b>712,500</b>	<b>585,000</b>
	<b>Total Planning &amp; Zoning</b>	<b>1,499,607</b>	<b>870,370</b>	<b>742,500</b>	<b>615,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026 Summary**

	Amount Year ending April 30, 2022	Amount Year ending April 30, 2023	Amount Year ending April 30, 2024	Amount Year ending April 30, 2025	Amount Year ending April 30, 2026
<b>Public Works</b>					
30			20,000		
31					
32	5,000				
	<b>5,000</b>		<b>20,000</b>		
<b>Total Public Works</b>					
	<b>5,000</b>		<b>20,000</b>		
<b>Capital Repairs from CRTF</b>					
33	3,387			32,768	
34	45,775	52,335			
35			13,702		
36	92,000	50,000	52,550	50,000	
	<b>141,162</b>	<b>102,335</b>	<b>66,252</b>	<b>82,768</b>	
<b>Total Capital Outlays</b>					
	<b>1,919,739</b>	<b>1,157,705</b>	<b>968,752</b>	<b>837,768</b>	<b>865,255</b>
<b>Proprietary Fund (Water System)</b>					
<b>Capital Expenditures</b>					
Public Water System	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
General & Administrative

**Department Number:**  
510

**Project Title:**  
Emerging Projects

**CIP Tab:**  
GA1

**Project Description / Status:**

*New for FY2022:* We have developed this new capital program fund in association with various projects and initiatives that have evolved out of need or that have been identified following our recent Comprehensive Plan Update. Seed funding for 7 currently known emerging projects earmarked at **\$166,970** has been identified from undesignated funds from our former transfer tax money market account and WSFS investment account. Available funds total \$488,558. These are the accounts that transfer tax revenue was held in prior to FY19 and that remain available. Our predecessors left these funds in place and after two years we have determined no benefit to maintaining them in this fashion. Council support of this option would be required. Please note the detail on the projects attached.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Summer Weekends Shuttle for Residents		\$ 45,000				\$ 45,000		\$ 45,000
DELDOT Excess Parcels - Atlantic Ave (4)	\$ 10,000					\$ 10,000		\$ 10,000
Canal Park and Overlook	\$ 50,000					\$ 50,000		\$ 50,000
Special Olympic Bocce Courts	\$ 15,000					\$ 15,000		\$ 15,000
Parking Lot Lease Improvements	\$ 9,800					\$ 9,800		\$ 9,800
The Marketplace at Town Road	\$ 29,170					\$ 29,170		\$ 29,170
Ocean View Art Loop Event	\$ 8,000					\$ 8,000		\$ 8,000
<b>Total Project Costs</b>	<b>\$ 121,970</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,970</b>	<b>\$ -</b>	<b>\$ 166,970</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
Emerging Projects Fund	\$ 121,970	\$ 45,000				\$ 166,970		\$ 166,970
	<b>\$ 121,970</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,970</b>	<b>\$ -</b>	<b>\$ 166,970</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Police Department

**Department Number:**  
520

**Project Title:**  
Replacement of Police Vehicles

**CIP Tab:**  
PS1

**Project Description / Status:**

*Continued project for FY2022:* 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 P1 (K-9 Vehicle) will be auctioned off and replaced. The second vehicle will be for the new officer.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction						\$ -		\$ -
Furniture						\$ -		\$ -
Vehicles & Equipment	\$ 142,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 702,000		\$ 702,000
Other						\$ -		\$ -
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 142,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 702,000</b>	<b>\$ -</b>	<b>\$ 702,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"	\$ 117,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 577,000		\$ 577,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant - Sussex County	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000		\$ 125,000
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 142,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 702,000</b>	<b>\$ -</b>	<b>\$ 702,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Police Department

**Department Number:**  
520

**Project Title:**  
Speed Monitors

**CIP Tab:**  
PS2

**Project Description / Status:**

*Continued project for FY2022: Requesting three (3) Speed Monitors for placement throughout the Town of Ocean View.*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction						\$ -		\$ -
Furniture						\$ -		\$ -
Vehicles & Equipment	\$ 10,000					\$ 10,000	\$ 15,000	\$ 25,000
Other						\$ -		\$ -
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 15,000</b>	<b>\$ 25,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"	\$ 10,000					\$ 10,000	\$ 15,000	\$ 25,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 15,000</b>	<b>\$ 25,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Country Village/Country Estates  
**Project 19-0205P**

**CIP Tab:**  
PZ3

**Project Description / Status:**

*New project in FY 2020, scheduled for FY 2022:* Continuation of a previous of a drainage improvement project will include drainage improvements along South Primrose Lane, Windmill Lane, Bridle Lane, Frontier Drive, Colt Lane and Horseshoe Drive. Project commenced in FY 2020 with preliminary engineering and collection of survey data.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -	\$ 35,000	\$ 35,000
Construction	\$ 268,000					\$ 268,000	\$ 50,000	\$ 318,000
Construction Management/Engineering	\$ 43,950					\$ 43,950	\$ 7,500	\$ 51,450
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
contingency	\$ 33,695					\$ 33,695	\$ 5,750	\$ 39,445
<b>Total Project Costs</b>	<b>\$ 345,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 345,645</b>	<b>\$ 98,250</b>	<b>\$ 443,895</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 345,645					\$ 345,645	\$ 98,250	\$ 443,895
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 345,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 345,645</b>	<b>\$ 98,250</b>	<b>\$ 443,895</b>

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
 Planning and Zoning

**Department Number:**  
 515

**Project Title:**  
 The Cottages

**CIP Tab:**  
 PZ4

**Project Description / Status:**

*New project in FY2020, scheduled for FY2021 and FY2022:* Drainage improvements along Columbia Avenue, Sally Lane, Port Royal Road and Whites Creek Lane. We are researching grant funding from FEMA, DEMA and the Conservation District. Design is planned for May 2020, with completion anticipated by 2022.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering/Right of Way						\$ -	\$ 50,000	\$ 50,000
Construction	\$ 382,500					\$ 382,500	\$ 250,000	\$ 632,500
Construction Management/Engineering	\$ 57,375					\$ 57,375	\$ 37,500	\$ 94,875
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency	\$ 47,737					\$ 47,737	\$ 25,000	\$ 72,737
<b>Total Project Costs</b>	<b>\$ 487,612</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 487,612</b>	<b>\$ 362,500</b>	<b>\$ 850,112</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 487,612					\$ 487,612	\$ 362,500	\$ 850,112
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 487,612</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 487,612</b>	<b>\$ 362,500</b>	<b>\$ 850,112</b>



**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Woodland Ave. / Daisey Ave.

**CIP Tab:**  
PZ6

**Project Description / Status:**

*New project in FY2020, scheduled for FY2022:* Intersection reconstruction project and drainage improvements. 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.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering	\$ 50,000					\$ 50,000		\$ 50,000
Construction		\$ 200,000				\$ 200,000		\$ 200,000
Construction Management/Engineering Vehicles & Equipment		\$ 40,000				\$ 40,000		\$ 40,000
Other						\$ -		\$ -
Contingency		\$ 24,000				\$ 24,000		\$ 24,000
<b>Total Project Costs</b>	<b>\$ 50,000</b>	<b>\$ 264,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 314,000</b>	<b>\$ -</b>	<b>\$ 314,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 50,000	\$ 264,000				\$ 314,000		\$ 314,000
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 50,000</b>	<b>\$ 264,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 314,000</b>	<b>\$ -</b>	<b>\$ 314,000</b>

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
 Planning and Zoning

**Department Number:**  
 515

**Project Title:**  
 Hudson Ave/Kelley Estates Pipe Crossing  
**Project 19-0404P**

**CIP Tab:**  
 PZ7

**Project Description / Status:**

*Continued project for FY2021:* 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 of the project was submitted to DEMA for funding and denied.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -	\$ 35,000	\$ 35,000
Construction	\$ 45,000					\$ 45,000	\$ 55,000	\$ 100,000
Construction Management/Engineering	\$ 15,000					\$ 15,000		\$ 15,000
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency						\$ -	\$ 11,500	\$ 11,500
<b>Total Project Costs</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 101,500</b>	<b>\$ 161,500</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant - DEMA (Pending)						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 60,000					\$ 60,000	\$ 101,500	\$ 161,500
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 101,500</b>	<b>\$ 161,500</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Traffic Analysis

**CIP Tab:**  
PZ15

**Project Description / Status:**

*Continued project from FY2020:* Miscellaneous Traffic Engineering studies and analysis to address cut through traffic.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000	\$ 80,000	\$ 230,000
Construction						\$ -		\$ -
Construction Management/Engineering						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 150,000</b>	<b>\$ 80,000</b>	<b>\$ 230,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000	\$ 80,000	\$ 230,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined					\$ -	\$ -		\$ -
	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 150,000</b>	<b>\$ 80,000</b>	<b>\$ 230,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Planning Support Services

**CIP Tab:**  
PZ16

**Project Description / Status:**

*Continued project from FY2020:* Professional consultant assistance in finding and writing grants for drainage and roadway reconstruction projects, and/or assist with FEMA and Sussex Conservation District outreach as necessary. This funding is noted as a supplement to staff engagement and outreach efforts.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction						\$ -		\$ -
Construction Management/Engineering						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other	\$ 7,250	\$ 7,250				\$ 14,500	\$ 12,250	\$ 26,750
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,500</b>	<b>\$ 12,250</b>	<b>\$ 26,750</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"	\$ 7,250	\$ 7,250				\$ 14,500	\$ 12,250	\$ 26,750
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 7,250</b>	<b>\$ 7,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,500</b>	<b>\$ 12,250</b>	<b>\$ 26,750</b>

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
 Planning and Zoning

**Department Number:**  
 515

**Project Title:**  
 West Ave, SR 26 to Oakwood to Central Ave  
**Project 19-0710P**

**CIP Tab:**  
 PZ17

**Project Description / Status:**

*New project in FY2021, continued in FY2022:* Construct and provide construction engineering and inspection services for drainage and pedestrian upgrades and connectivity along West Avenue from Atlantic Avenue to John West Park and Oakwood Avenue(John West Park) to Central Avenue. The goal of the project is to improve pedestrian access (a safe route) to our public park and Town Hall.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering	\$ 10,000					\$ 10,000	\$ 100,000	\$ 110,000
Construction	\$ 354,000					\$ 354,000	\$ 450,000	\$ 804,000
Construction Management/Engineering	\$ 30,600					\$ 30,600	\$ 90,000	\$ 120,600
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency	\$ 39,500					\$ 39,500	\$ 54,000	\$ 93,500
<b>Total Project Costs</b>	<b>\$ 434,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 434,100</b>	<b>\$ 694,000</b>	<b>\$ 1,128,100</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant - Sussex County						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 434,100					\$ 434,100	\$ 694,000	\$ 1,128,100
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 434,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 434,100</b>	<b>\$ 694,000</b>	<b>\$ 1,128,100</b>

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
 Planning & Zoning

**Department Number:**  
 515

**Project Title:**  
 Woodland Avenue Sidewalks

**CIP Tab:**  
 PZ18

**Project Description / Status:**

New project in FY2022 - Phase 2 connectivity and drainage project providing 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.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering	\$ 70,000					\$ 70,000		\$ 70,000
Construction		\$ 298,000				\$ 298,000		\$ 298,000
Construction Management		\$ 74,620				\$ 74,620		\$ 74,620
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency		\$ 78,000				\$ 78,000		\$ 78,000
<b>Total Project Costs</b>	<b>\$ 70,000</b>	<b>\$ 450,620</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 520,620</b>	<b>\$ -</b>	<b>\$ 520,620</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 70,000	\$ 450,620	\$ -	\$ -	\$ -	\$ 520,620		\$ 520,620
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 70,000</b>	<b>\$ 450,620</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 520,620</b>	<b>\$ -</b>	<b>\$ 520,620</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning & Zoning

**Department Number:**  
515

**Project Title:**  
Oakland to Oakwood via Central Sidewalks

**CIP Tab:**  
PZ19

**Project Description / Status:**

New project in FY2022, scheduled for FY2023 - Phase 3 sidewalk connectivity project will connect Woodland Avenue to John West Park via Central Avenue. Design scheduled for FY2023 with construction scheduled for FY2024

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering		\$ 118,500				\$ 118,500		\$ 118,500
Construction			\$ 450,000			\$ 450,000		\$ 450,000
Construction Management			\$ 90,000			\$ 90,000		\$ 90,000
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency			\$ 54,000			\$ 54,000		\$ 54,000
<b>Total Project Costs</b>	\$ -	\$ 118,500	\$ 594,000	\$ -	\$ -	\$ 712,500	\$ -	\$ 712,500
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ -	\$ 118,500	\$ 594,000	\$ -	\$ -	\$ 712,500		\$ 712,500
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ 118,500	\$ 594,000	\$ -	\$ -	\$ 712,500	\$ -	\$ 712,500

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**

Planning and Zoning

**Department Number:**

515

**Project Title:**

Phase IV Sidewalks (West Avenue)

**CIP Tab:**

PZ20

**Project Description / Status:**

*New project in FY2022, scheduled for FY2024: Phase 4 sidewalk connectivity project will provide a safe path along West Avenue from William Avenue to the Assawoman Canal Trail via Central Avenue*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering			\$ 118,500			\$ 118,500		\$ 118,500
Construction				\$ 375,000		\$ 375,000		\$ 375,000
Construction Management/Engineering Vehicles & Equipment				\$ 75,000		\$ 75,000		\$ 75,000
Other						\$ -		\$ -
Contingency				\$ 45,000		\$ 45,000		\$ 45,000
<b>Total Project Costs</b>	\$ -	\$ -	\$ 118,500	\$ 495,000	\$ -	\$ 613,500	\$ -	\$ 613,500
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant - DEMA (Pending)						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)			\$ 118,500	\$ 495,000		\$ 613,500		\$ 613,500
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ 118,500	\$ 495,000	\$ -	\$ 613,500	\$ -	\$ 613,500



**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Phase V Sidewalks (Woodland Ave)

**CIP Tab:**  
PZ21

**Project Description / Status:**

*New project in FY2022, scheduled for FY2025:* Phase 5 connectivity project will provide safe path along Woodland Avenue from Hudson Avenue to Betts Avenue. Design scheduled for FY25 with construction scheduled for FY26.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering				\$ 90,000		\$ 90,000		\$ 90,000
Construction					\$ 437,240	\$ 437,240		\$ 437,240
Construction Management					\$ 109,310	\$ 109,310		\$ 109,310
Vehicles & Equipment						\$ -		\$ -
Other								
Contingency					\$ 54,655	\$ 54,655		\$ 54,655
<b>Total Project Costs</b>	\$ -	\$ -	\$ -	\$ 90,000	\$ 601,205	\$ 691,205	\$ -	\$ 691,205
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)				\$ 90,000	\$ 601,205	\$ 691,205		\$ 691,205
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ -	\$ 90,000	\$ 601,205	\$ 691,205	\$ -	\$ 691,205

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**

Planning and Zoning

**Department Number:**

540

**Project Title:**

Phase VI Sidewalks (Woodland Ave)

**CIP Tab:**

PZ22

**Project Description / Status:**

*New project for FY2026:* Phase 6 connectivity project will provide safe path along Woodland Avenue from Betts Avenue to the Assawoman Canal Trail via Daisey Avenue and Central Avenue. Design scheduled for FY 26 with construction scheduled for FY 27 with and Estimated construction cost of \$551,000.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering					\$ 85,500	\$ 85,500		\$ 85,500
Construction						\$ -		\$ -
Furniture						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency					\$ 8,550	\$ 8,550		\$ 8,550
<b>Total Project Costs</b>	\$ -	\$ -	\$ -	\$ -	\$ 94,050	\$ 94,050	\$ -	\$ 94,050
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)					\$ 94,050	\$ 94,050		\$ 94,050
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 94,050	\$ 94,050	\$ -	\$ 94,050

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Planning and Zoning

**Department Number:**  
515

**Project Title:**  
Historical Society Sidewalk

**CIP Tab:**  
PZ23

**Project Description / Status:**

*New project in FY2022:* This project will provide connectivity from our existing sidewalks in the park to the areas currently associated with the Ocean View Historical Society and Coastal Towns Village. This \$15,000 is included in our Capital program as the Town's share for construction of the sidewalks. The Ocean View Historical Society is fundraising for the project and awaiting an actual estimate at time of writing. Early estimates ranges from \$33,000 to \$40,000. When completed, the sidewalk will allow for ADA accessibility and granting a final Certificate of Occupancy. **The Town's share shall be up to but not exceed \$15,000 depending on the fundraising funds obtained by the Historical Society.**

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction	\$ 15,000					\$ 15,000		\$ 15,000
Construction Management/Engineering						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant - DEMA (Pending)						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)	\$ 15,000					\$ 15,000		\$ 15,000
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Public Works

**Department Number:**  
530

**Project Title:**  
Town Hall / Town Park Accent Lighting

**CIP Tab:**  
DPW1

**Project Description / Status:**

*New project in FY2020, scheduled for FY2024:* Replacement of Holiday lighting on Town Hall and out buildings. Lighting remains year round with the Gazebo lighting changed for Holidays (red, white and green during winter months and red, white and blue during summer months).

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction						\$ -		\$ -
Furniture						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other			\$ 20,000			\$ 20,000		\$ 20,000
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
<b>Funding Sources</b>								
General Fund "Pay-Go"			\$ 20,000			\$ 20,000		\$ 20,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Public Works

**Department Number:**  
530

**Project Title:**  
Christmas Pole Lights

**CIP Tab:**  
DPW2

**Project Description / Status:**

*New project for FY2020, moved to FY2021:* Replacement of 23 Pole Holiday lights that have deteriorated wiring. Project was put on hold in FY2020 in order to align with any Street Scape improvements initiated by the Town in FY21. Project completion is dependent upon streetscaping and continued evaluation.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -		\$ -
Construction						\$ -		\$ -
Furniture						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other						\$ -	\$ 12,000	\$ 12,000
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -	\$ 12,000	\$ 12,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
Public Works

**Department Number:**  
530

**Project Title:**  
Rt. 26 / Atlantic Ave Street Scope

**CIP Tab:**  
DPW4

**Project Description / Status:**

*New project for FY2021:* Funding is requested to allow for a pilot beautification / Street Scope effort to take place. We intend to create one location along Atlantic Avenue and evaluate its impact and/or viability in coordination with our other safety and pedestrian projects.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Project Costs</b>								
Engineering						\$ -	\$ 5,000	\$ 5,000
Construction	\$ 5,000					\$ 5,000	\$ 10,000	\$ 15,000
Furniture						\$ -		\$ -
Vehicles & Equipment						\$ -		\$ -
Other						\$ -		\$ -
Contingency						\$ -		\$ -
<b>Total Project Costs</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ 20,000</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"	\$ 5,000					\$ 5,000	\$ 15,000	\$ 20,000
Capital Replacement TF (CRTF)						\$ -		\$ -
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ 20,000</b>

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
CRTF

**Department Number:**  
510

**Project Title:**  
32 West Avenue - Capital Repairs

**CIP Tab:**  
CRTF1

**Project Description / Status:**

*New projects for FY2022:* Repairs and Maintenance based on the 2019 Reserve Study for 32 West Avenue. The reserve study identifies out year costs of known and recurring infrastructure needs. This detail is then used to assist in determining funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The FY22 items are intended to be funded accordingly from the CRTF. Contingency represents 3% inflation as noted in the 2019 Reserve Study.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Repair / Maintenance Costs</b>								
AV/Audio Recording System	\$ 3,100					\$ 3,100		\$ 3,100
Carpet						\$ -	\$ 14,000	\$ 14,000
Doors - Fiberglass				\$ 6,600		\$ 6,600		\$ 6,600
Roofs - Composition Shingle				\$ 14,980		\$ 14,980		\$ 14,980
HVAC System - unit 1				\$ 7,000		\$ 7,000		\$ 7,000
Contingency	\$ 287			\$ 4,188		\$ 4,475	\$ 853	\$ 5,328
<b>Total Repair Costs</b>	<b>\$ 3,387</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,768</b>	<b>\$ -</b>	<b>\$ 36,155</b>	<b>\$ 14,853</b>	<b>\$ 51,008</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)	\$ 3,387	\$ -	\$ -	\$ 32,768	\$ -	\$ 36,155	\$ 14,853	\$ 51,008
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 3,387</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,768</b>	<b>\$ -</b>	<b>\$ 36,155</b>	<b>\$ 14,853</b>	<b>\$ 51,008</b>

**Town of Ocean View**  
**Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
 CRTF

**Department Number:**  
 510

**Project Title:**  
 201 Central Avenue - Capital Repairs

**CIP Tab:**  
 CRTF2

**Project Description / Status:**

*New projects for FY2022:* Repairs and Maintenance 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 funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The FY22 items are intended to be funded accordingly from the CRTF. Contingency represents 3% inflation as noted in the 2019 Reserve Study. HVAC - We anticipate the need to replace one final ac unit that feeds the Police Dept Electronics Room, the Conference Room and our Computer room on the Second floor. Additional funds are included (\$5,000) to allow for any miscellaneous HVAC repairs in association with our getting a handle on all of the HVAC equipment in FY20. All other units were repaired after failure in FY20 and we have entered a maintenance contract with one firm to ensure consistency of knowledge and our system. \$20,000 for the Telephone & Security System is being carried forward to FY2022 for continuing upgrades.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Repair Costs</b>								
Replace / Repair Building Exterior						\$ -	\$ 500,000	\$ 500,000
Doors - Entrance	\$ 6,999	\$ 6,999				\$ 13,998	\$ 6,999	\$ 20,997
Elevator - Cab Refurbishing	\$ 5,500					\$ 5,500		\$ 5,500
HVAC Units	\$ 10,000					\$ 10,000	\$ 42,831	\$ 52,831
Alarm System & Emergency Lighting		\$ 12,500				\$ 12,500		\$ 12,500
Telephone & Security System	\$ 20,000					\$ 20,000	\$ 210,000	\$ 230,000
Computer System		\$ 27,000				\$ 27,000		\$ 27,000
Contingency	\$ 3,276	\$ 5,836				\$ 9,112	\$ 5,800	\$ 14,912
<b>Total Repair Costs</b>	<b>\$ 45,775</b>	<b>\$ 52,335</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,110</b>	<b>\$ 765,630</b>	<b>\$ 863,740</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)	\$ 45,775	\$ 52,335	\$ -	\$ -	\$ -	\$ 98,110	\$ 765,630	\$ 863,740
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	<b>\$ 45,775</b>	<b>\$ 52,335</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,110</b>	<b>\$ 765,630</b>	<b>\$ 863,740</b>



**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
CRTF

**Department Number:**  
530

**Project Title:**  
222 Maintenance Road - Capital Repairs

**CIP Tab:**  
CRTF3

**Project Description / Status:**

*New projects in FY2021, scheduled for FY2024:* Repairs and Maintenance 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 funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The FY21 items are intended to be funded accordingly from the CRTF. Contingency represents 3% inflation as noted in the 2019 Reserve Study. For FY21, we included \$5,000 in contingency for modification to the facility that may become necessary as we fully transition to our outsourced Public Works operations.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Repair Costs</b>								
Doors - Electric Operators (6)			\$ 7,920			\$ 7,920		\$ 7,920
Doors- Exterior Hardware			\$ 3,900			\$ 3,900		\$ 3,900
Contingency			\$ 1,882			\$ 1,882	\$ 5,000	\$ 6,882
<b>Total Repair Costs</b>	\$ -	\$ -	\$ 13,702	\$ -	\$ -	\$ 13,702	\$ 5,000	\$ 18,702
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)	\$ -	\$ -	\$ 13,702	\$ -	\$ -	\$ 13,702	\$ 5,000	\$ 18,702
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ -	\$ -	\$ 13,702	\$ -	\$ -	\$ 13,702	\$ 5,000	\$ 18,702

**Town of Ocean View  
Proposed Capital Improvement Program FY2022 - FY2026**

**Department:**  
CRTF

**Department Number:**  
530

**Project Title:**  
John West Park - Capital Repairs

**CIP Tab:**  
CRTF4

**Project Description / Status:**

*New projects for FY2022:* Repairs and Maintenance based on the 2019 Reserve Study for John West Park. The reserve study identifies out year costs of known and recurring infrastructure needs. This detail is then used to assist in determining funding allocated for/sent to the Capital Reserve Trust Fund (CRTF). The FY22 items are intended to be funded accordingly from the CRTF. Contingency represents 3% inflation as noted in the 2019 Reserve Study. Roofing of JW Park buildings has been added to the 2019 Reserve Study for funding in FY2022. Some highlights include John West Park playground improvements. We have maintained \$80,000 of funding from the Capital Replacement Trust Fund (2019 Reserve Study) for updated playground equipment and prior appropriations of \$60,000 for the relocation of various units, accessibility improvements, inclusive play units and the exercise equipment. \$42,000 of the \$60,000 in prior appropriations may be spent in FY2021.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22 - '26	Prior appropriations thru FY21	Project Total thru FY26
<b>Estimated Repair Costs</b>								
Playground Equipment	\$ 80,000	\$ 50,000	\$ 50,000	\$ 50,000		\$ 230,000	\$ 60,000	\$ 290,000
Lit Décor for John West Park trail						\$ -	\$ 4,000	\$ 4,000
Holiday Décor - 20 foot Holiday Tree						\$ -	\$ 16,400	\$ 16,400
Lighting & Fan in Gazebo			\$ 2,200			\$ 2,200		\$ 2,200
Roofing for JW Park buildings	\$ 12,000					\$ 12,000		\$ 12,000
Contingency			\$ 350			\$ 350	\$ 750	\$ 1,100
<b>Total Repair Costs</b>	<b>\$ 92,000</b>	<b>\$ 50,000</b>	<b>\$ 52,550</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 244,550</b>	<b>\$ 81,150</b>	<b>\$ 325,700</b>
<b>Funding Sources</b>								
General Fund "Pay-Go"						\$ -		\$ -
Capital Replacement TF (CRTF)	\$ 92,000	\$ 50,000	\$ 52,550	\$ 50,000	\$ -	\$ 244,550	\$ 81,150	\$ 325,700
Grant -						\$ -		\$ -
Street Repair/Replacement TF (SRRTF)						\$ -		\$ -
Water Fund						\$ -		\$ -
To Be Determined						\$ -		\$ -
	\$ 92,000	\$ 50,000	\$ 52,550	\$ 50,000	\$ -	\$ 244,550	\$ 81,150	\$ 325,700

# Town of Ocean View

2021 - 2022



## Section Three: Operating Budget Assumptions, Highlights and Detail

**Draft Two: February 23, 2021**

# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

**Draft 2: February 23, 2021**

## Budget Highlights

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

	FY21	FY22	FY23	FY24	FY25	FY26
Transfer Taxes projected (see Revenue Assumptions below at pg. 37)	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*At the January 12, 2021 Council Meeting, Council recommended that the town would continue to eliminate reliance on Transfer Tax revenue.*

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

	% of Transfer Tax	FY21	FY22	FY23	FY24	FY25	FY26
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)		63,045	59,521	0	0	0	0
Balance Transfer Tax Collections available		718,205	721,729	625,000	562,500	500,000	437,500
Total deposited to Trust Funds		\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000

### Summary of Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
Revenues	\$ 4,855,670	\$ 5,034,419	\$ 5,166,132	\$ 5,155,903	\$ 5,120,606	\$ 5,054,653
Expenses	(4,611,420)	(4,865,169)	(4,841,056)	(4,836,933)	(4,777,776)	(4,783,417)
Revenue Over (Under) Operating Expenses	\$ 244,250	\$ 169,250	\$ 325,077	\$ 318,970	\$ 342,830	\$ 271,235

*Note: These 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 the Street Repair and Replacement Trust fund (SRRTF) which is also reflected in the Revenues. Out year decrease in expense is directly related to the decrease in the Street Repair and Maintenance scheduled project costs.*

# Town of Ocean View

FY 2022 - FY 2026

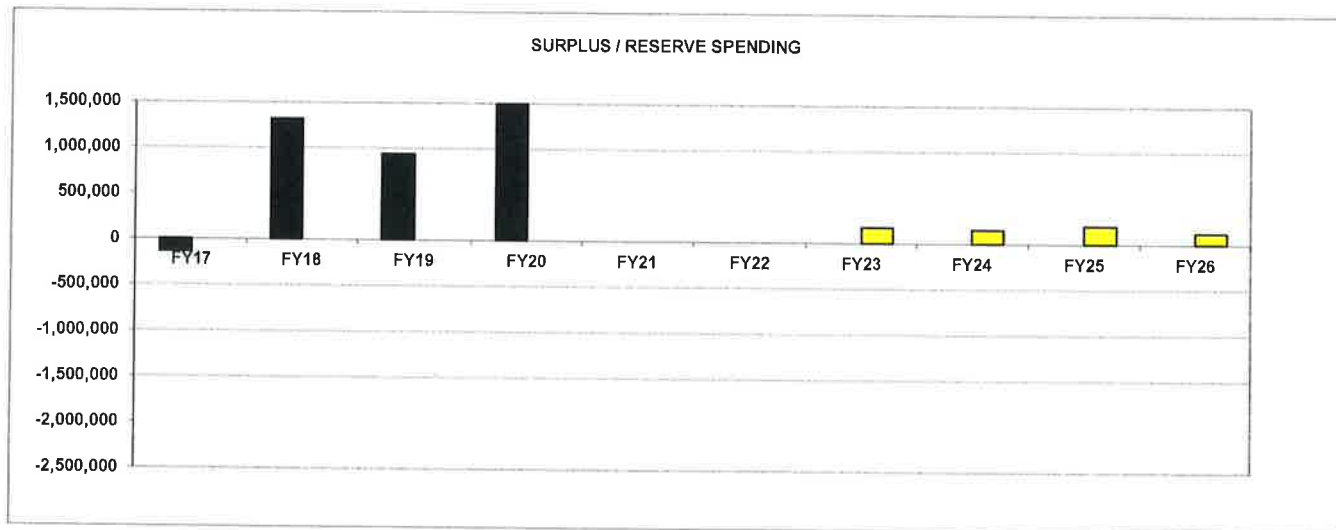
Assumptions and Highlights

**Draft 2: February 23, 2021**

## Balanced Budget Objective

	FY21	FY22	FY23	FY24	FY25	FY26
Excess Annual Revenue (Expenditures)	(\$0)	\$1	\$172,827	\$153,970	\$197,830	\$126,235

*Note: These totals include both operating and capital expenditures. The shortages must be available from the unassigned fund balance. As of the end of FY20 (April 30, 2020), the Town's unassigned Fund Balance is \$1,493,869 and is also used for our goal of having two (2) months of projected expenses available (see next page).*



Actual  
 Projected

# Town of Ocean View

FY 2022 - FY 2026

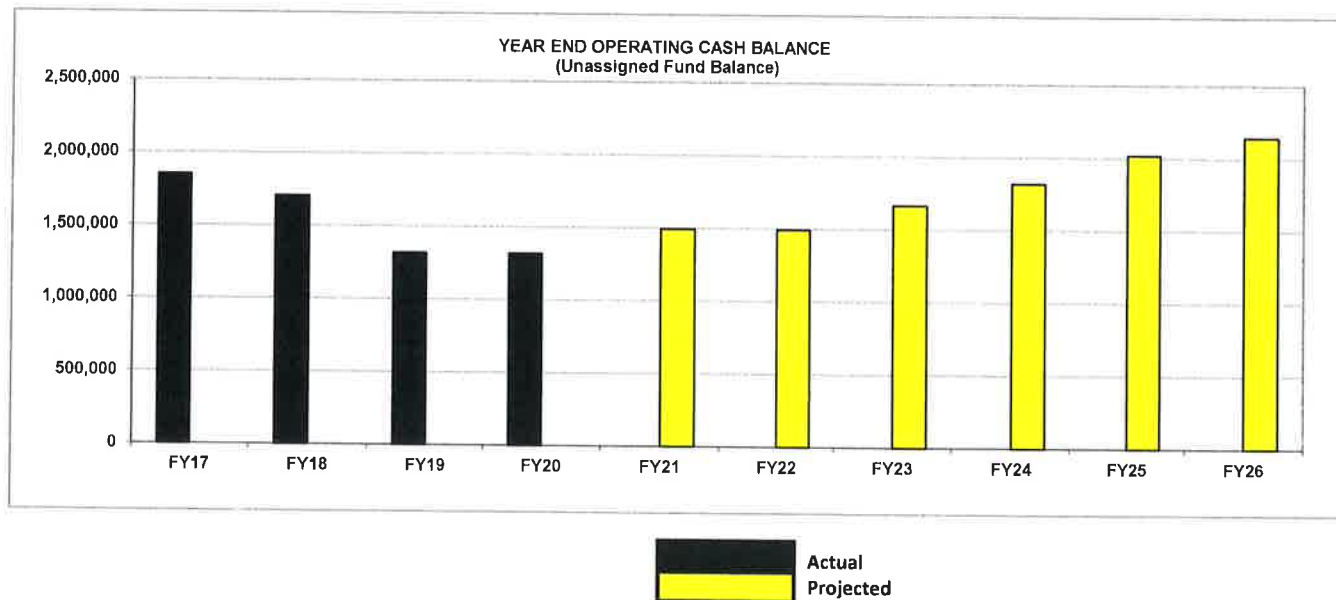
Assumptions and Highlights

**Draft 2: February 23, 2021**

**Fund Balance Objective**

(Goal: 2 months of projected expenses)

	FY21	FY22	FY23	FY24	FY25	FY26
Goal - 2 months of Total Operating Budget	\$ 768,570	\$ 703,165	\$ 691,721	\$ 704,744	\$ 713,115	\$ 722,313
Projected - from prior fiscal year	\$ 1,493,869	\$ 1,493,869	\$ 1,493,868	\$ 1,666,695	\$ 1,820,666	\$ 2,018,495
Difference - Excess (Shortfall)	\$ 725,299	\$ 790,704	\$ 802,148	\$ 961,951	\$ 1,107,550	\$ 1,296,182



# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

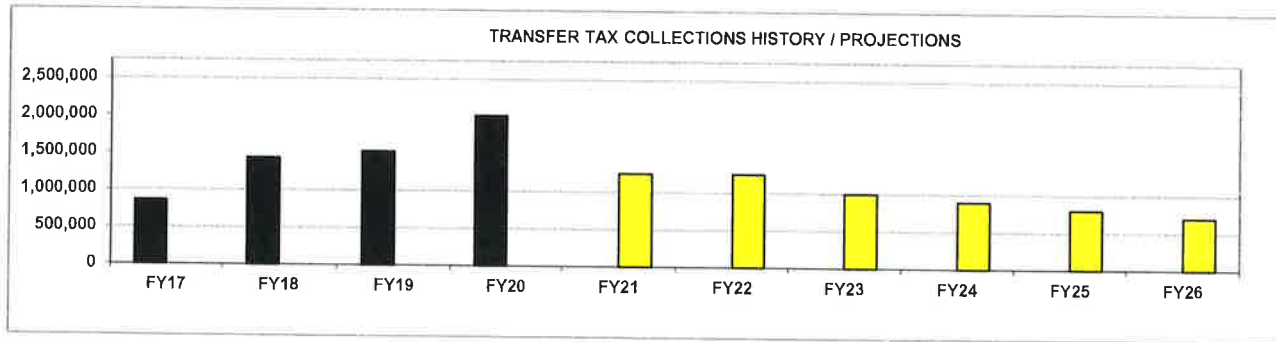
**Draft 2: February 23, 2021**

## Assumptions - Revenues

### Transfer Tax revenues projected

	FY21	FY22	FY23	FY24	FY25	FY26
Total Amount	\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000
Calculated % decrease	45.0%	0.0%	-20.0%	-10.0%	-11.1%	-12.5%

For Fiscal Year 2021, the amount represents revenues budgeted not projected.



### Property Tax increases projected

Actual  
Projected

	FY21	FY22	FY23	FY24	FY25	FY26
Tax Rate per \$100 of Assessed Value FY21-26:	\$ 0.2478	\$ 0.2678	\$ 0.2778	\$ 0.2878	\$ 0.2978	\$ 0.3078
Tax Rate per \$100 of Assessed Value FY20:	\$ 0.2478					
Increase in the Property Tax rate:		0.02	0.01	0.01	0.01	0.01
Impact of additional construction:		3.5%	1.0%	0.5%	0.0%	0.0%
1% Impact of discount		(26,735)	(27,733)	(28,731)	(29,730)	(30,728)
Actual Property Taxes billed - Current FY	\$ 2,256,552					
Projected Property Taxes	\$ 2,473,817	\$ 2,760,063	\$ 2,887,495	\$ 3,001,763	\$ 3,101,595	\$ 3,201,426

The Tax Rate in FY21 was .2478 per \$100 of assessed Value. We have proposed a two cent change to the rate in FY22. FY22 taxes are projected based on total assessed values updated through 11/30/2020. One cent is approximately equal to an increase or decrease of \$98,984 in Tax revenue. New for FY21 was a 1% discount for early payment of Property Taxes and the Town billed half-year New Construction billing for the first time. At the January 12, 2021 Council Meeting, Council recommended that the town continue to grant a 1% discount for early payment of Property Taxes.

# Town of Ocean View

FY 2022 - FY 2026

## Assumptions and Highlights

**Draft 2: February 23, 2021**

<b>Building &amp; Sign Permits, Site Plan Review</b>	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 560,375	\$ 406,942	\$ 298,000	\$ 255,000	\$ 250,000	\$ 245,000

Permit cost for principal and accessory structures is \$1.25 per sq ft.  
 Permit cost for open decks and/or patios free from an enclosed wall and/or roof is \$0.50 per sq ft.

<b>Business &amp; Rental Licenses</b>	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 127,000	\$ 181,000	\$ 184,620	\$ 188,312	\$ 192,079	\$ 195,920

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. The increase in FY22 reflects the proposed increase of the Rental License Fee from \$75 to \$150.

<b>Gross Rental Receipts Tax</b>	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 310,200	\$ 410,500	\$ 422,815	\$ 435,499	\$ 448,564	\$ 462,021

Ordinance was adopted in FY08 - projections are based on trends in prior year collections.  
 Effective January 1, 2012, the GRRT tax rate was increased to 5%.

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

<b>Impact Fees</b>	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 519,650	\$ 174,568	\$ 125,000	\$ 115,000	\$ 100,000	\$ 75,000

**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 Impact Fees. The funds are committed to ESEF until approved & distributed. This amount also includes the .5% of the construction value of permits issued.



# Town of Ocean View

FY 2022 - FY 2026

## Assumptions and Highlights

**Draft 2: February 23, 2021**

### CATV revenue (Mediacom)

	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 70,000	\$ 80,000	\$ 70,000	\$ 60,000	\$ 50,000	\$ 45,000

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

### Police Fines & Fees

	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 40,000	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500

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

### Interest earned on investments

	FY21	FY22	FY23	FY24	FY25	FY26
	2.00%	1.00%	1.00%	1.00%	1.00%	1.00%

### Grant Income

	FY21	FY22	FY23	FY24	FY25	FY26
County - Local Law Enforcement	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,001
State - Police Pension Grant	\$ 45,000	\$ 58,000	\$ 60,000	\$ 62,000	\$ 64,000	\$ 66,000
State - Municipal Street Aid (MSA)	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000
Federal - COPS	\$ 36,500	\$ 53,000	\$ 39,000	\$ 33,000	\$ -	\$ -

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.

# Town of Ocean View

FY 2022 - FY 2026

## Assumptions and Highlights

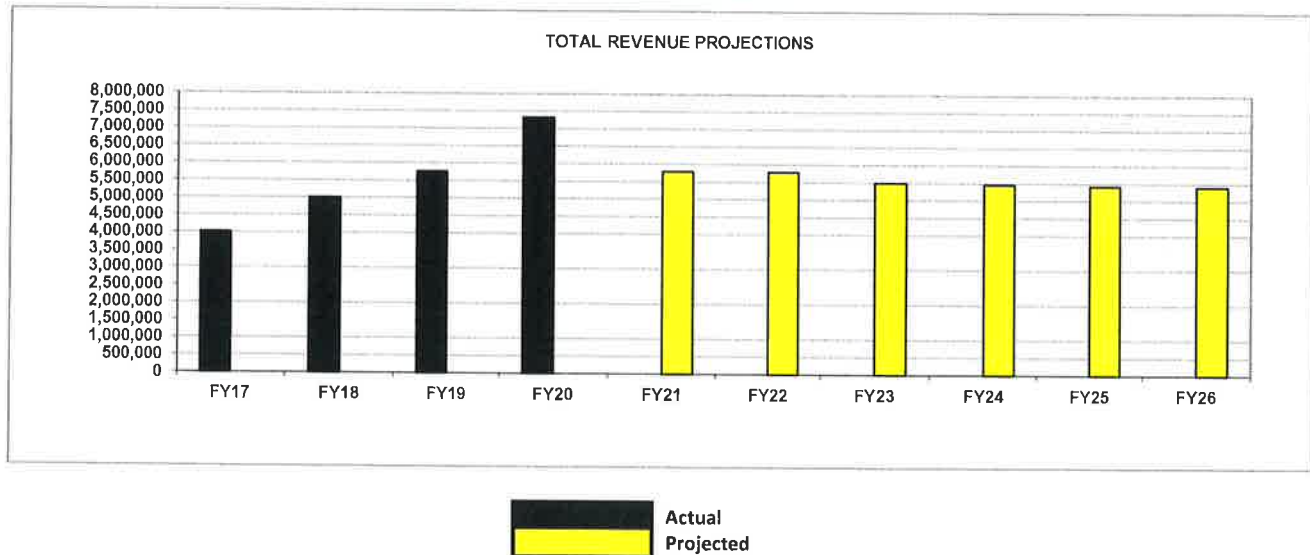
**Draft 2: February 23, 2021**

### Total Revenue Projections

Note: Totals are before restricted and committed funds have been removed from Operating Revenue (Page 1 of the Operating Budget reflects the Adjusted Revenue Available for Operations.)

	FY21	FY22	FY23	FY24	FY25	FY26
Total Revenue	\$ 5,795,755	\$ 5,783,239	\$ 5,498,110	\$ 5,461,963	\$ 5,417,647	\$ 5,401,239
Calculated % increase		-0.2%	-4.9%	-0.7%	-0.8%	-0.3%

For Fiscal Year 2021, the amount represents revenues budgeted not projected.



# Town of Ocean View

FY 2022 - FY 2026

**Draft 2: February 23, 2021**

## Assumptions and Highlights

### Assumptions - Expenses

Salary increases		FY21	FY22	FY23	FY24	FY25	FY26
% Increase		n/a	3.3%	1.5%	1.5%	1.5%	1.5%

*FY22 is calculated using the rate recommended at the January 12th Council Meeting (3.3% made up of 1.088% COLA and 2.212% Merit).  
FY23-26 are calculated at a straight 1.5% annual increase.*

Overtime		FY21	FY22	FY23	FY24	FY25	FY26
OVPD		13.2%	8.0%	8.0%	8.0%	8.0%	8.0%
DPW		5.0%	7.0%	7.0%	7.0%	7.0%	7.0%
G&A		3.0%	1.0%	1.0%	1.0%	1.0%	1.0%
P&Z		3.0%	2.0%	2.0%	2.0%	2.0%	2.0%

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

Employee Insurance Premiums		FY21	FY22	FY23	FY24	FY25	FY26
Annual Increases							
Medical/Hospitalization/Vision		0.0%	0.0%	2.0%	2.0%	2.0%	2.0%
Life/Disability		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Dental		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Workers Compensation		n/a*	0.0%	0.0%	0.0%	0.0%	0.0%

*FY22 Rates: To date we have not received renewal rates for Life and Dental. Health will not increase prior to July 1, 2021.*

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

State Pension Plan - Employer cost		FY21	FY22	FY23	FY24	FY25	FY26
% Increase		n/a*	n/a*	2.0%	2.0%	2.0%	2.0%

*\*FY22 estimated rates were received from the Pension office in January and have been used to calculate the expense.*

*Employer pension contribution to Public Safety decreased 3.4% while civilian plan rates decreased 3.9%.*

# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

**Draft 2: February 23, 2021**

**Comprehensive Land Use Plan - must be periodically updated as defined in the Delaware Code**

	FY21	FY22	FY23	FY24	FY25	FY26
FY25 review and FY30 major update	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -

*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.*

**Departmental Operating Budgets - Non-Employee related costs, except for business insurance**

	FY21	FY22	FY23	FY24	FY25	FY26
FY 2022 - FY 2026 increase by	0.0%	0.0%	0.5%	0.5%	0.5%	0.5%

*"zero based"*

*See Operating Budget for each Department.*

**Departmental Operating Budgets - Business Insurance**

	FY21	FY22	FY23	FY24	FY25	FY26
FY 2022 - FY 2026 increase by	0.0%	6.5%	5.0%	5.0%	5.0%	5.0%

**Street repair and improvements**

	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 416,345	\$ 416,180	\$ 690,732	\$ 608,470	\$ 499,084	\$ 449,539

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 ~ 25.8 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 FY22 budget figures with modifications.

*See attached list of FY22 Street Paving Projects.*

*FY22 costs include Construction Management (\$47,500), Contingency (\$36,396) and Asphalt Adjustment (\$15,823).*

## FY 2022 Street Repair and Replacement

### Pavement Rehabilitation

BRIARCLIFFE CT	WOODLAND AVE	END	Overlay	\$37,023
CAROLINE ST	WOODLAND AVE	SALLY AVE	Overlay	\$38,786
CEDAR GROVE CT	BRIARCLIFFE CT	END	Overlay	\$23,507
DOVE CT	BRIARCLIFFE CT	END	Overlay	\$11,753
AVONDALE-01	GRACELYN	AVONDALE	Overlay	\$19,540
AVONDALE-02	AVONDALE (WEST)	AVONDALE (EAST)	Overlay	\$49,364
AVONDALE-03	AVONDALE	GRACELYN	Overlay	\$15,867
			Patching/Crack Seal	\$20,104
				<b>\$215,944</b>

**Micro-surfacing**

PORT ROYAL RD	WHITE'S CREEK LN	SALLY LN	Micro-surface	\$9,520
SALLY LN-01	COLUMBIA AVE	PORT ROYAL RD	Micro-surface	\$3,808
SALLY LN-02	PORT ROYAL RD	CAROLINE ST	Micro-surface	\$1,904
SALLY LN-03	CAROLINE ST	SEABROOK RD	Micro-surface	\$1,904
SEA HAWK LN	WEST AVE	END	Micro-surface	\$6,347
SEABROOK RD	SALLY LN	WHITE'S CREEK LN	Micro-surface	\$12,694
SEAGRASS LN	CENTRAL AVE	LAKE VILLAGE DR	Micro-surface	\$4,073
THOMAS LN	WEST AVE	END	Micro-surface	\$2,433
WEST AVE-01	ATLANTIC AVE	CHURCH AVE	Micro-surface	\$4,284
WEST AVE-02	CHURCH AVE	OAKWOOD AVE	Micro-surface	\$6,188
WHITES CREEK LN-01	SEABROOK RD	PORT ROYAL LN	Micro-surface	\$4,443
WHITES CREEK LN-02	PORT ROYAL LN	COLUMBIA AVE	Micro-surface	\$4,443
WILLIAM AVENUE	WEST AVE	END	Micro-surface	\$10,155
TYLER DR-01 (NB)	ATLANTIC AVE	JUDITH'S RUN	Micro-surface	\$2,856
TYLER DR-02 (NB)	JUDITH'S RUN	MORGAN'S TURN	Micro-surface	\$2,856
TYLER DR-03 (NB)	MORGAN'S TURN	MARY ELIZABETH	Micro-surface	\$3,173
TYLER DR-04 (SB)	ATLANTIC AVE	JUDITH'S RUN	Micro-surface	\$2,856
TYLER DR-05 (SB)	JUDITH'S RUN	MORGAN'S TURN	Micro-surface	\$2,856
TYLER DR-06 (SB)	MORGAN'S TURN	MARY ELIZABETH	Micro-surface	\$3,173
AMANDA'S CT	TYLER DR	END	Micro-surface	\$3,887
AMANDAS WAY	AMANDA'S CT	END	Micro-surface	\$4,443
JODI CT	TYLER DR	END	Micro-surface	\$2,221
				<b>\$100,517</b>

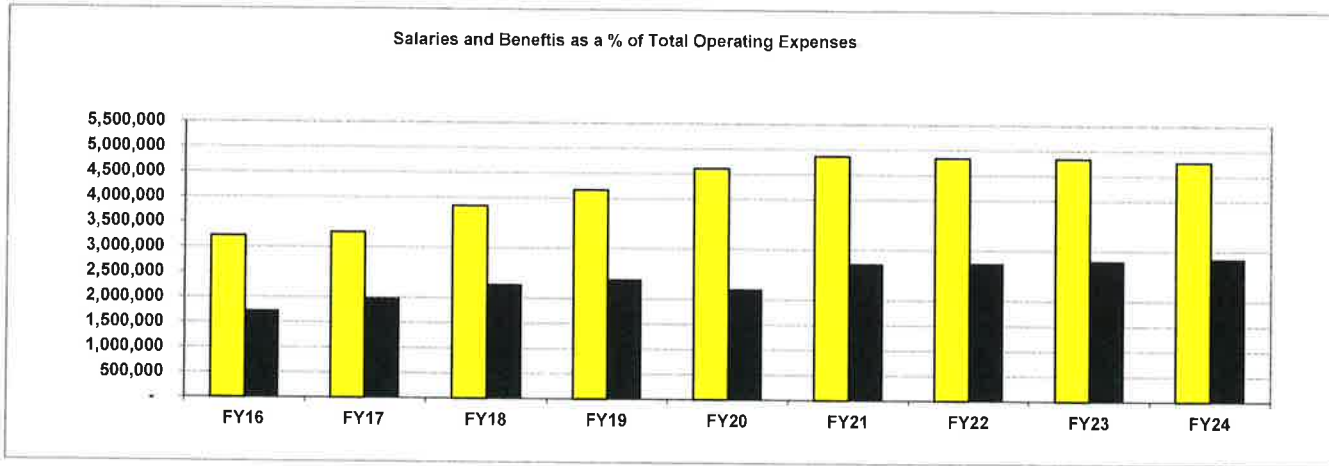
# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

**Draft 2: February 23, 2021**

## Trends - Projected Growth



Total Department Operating Budgets  
 Salary and Benefits

Salaries and Benefits calculated as a % of Total Operating Expenses	FY21	FY22	FY23	FY24	FY25	FY26
	48%	56%	57%	58%	60%	61%

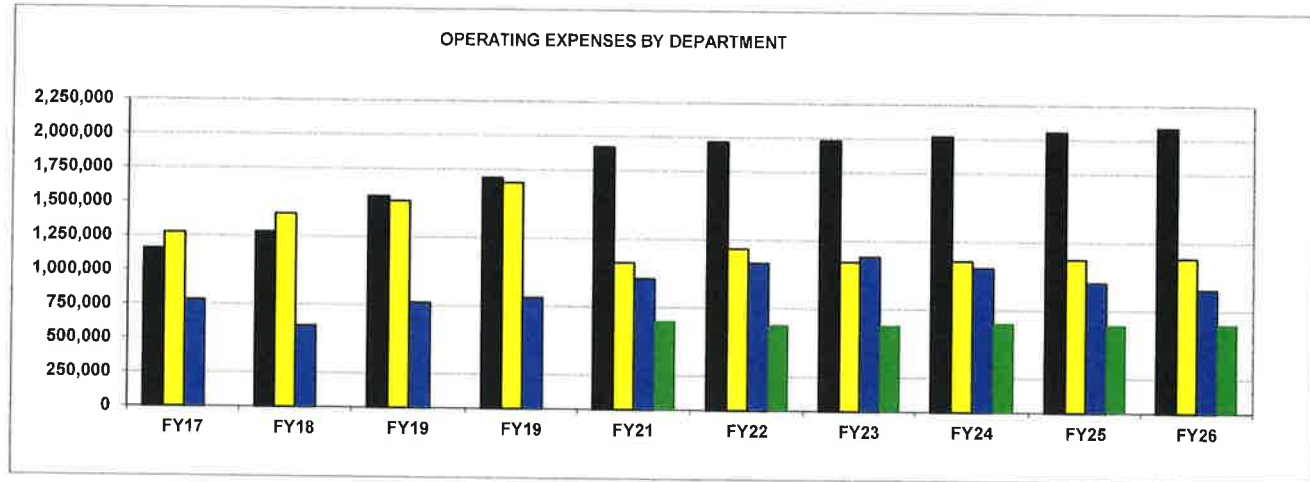
*Note that staffing level is the major driver of the operating budget at most Towns.*

# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

Draft 2: February 23, 2021



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



# Town of Ocean View

FY 2022 - FY 2026

Assumptions and Highlights

**Draft 2: February 23, 2021**

## Assumptions - Capital Improvements

### Drainage

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

	FY22	FY23	FY24	FY25	FY26
<i>Country Village/Country Estates</i>	\$ 345,645	\$ -	\$ -	\$ -	\$ -
<i>The Cottages</i>	\$ 487,612	\$ -	\$ -	\$ -	\$ -
<i>Woodland Ave. / Daisy Ave.</i>	\$ 50,000	\$ 264,000	\$ -	\$ -	\$ -
<i>Hudson Ave/Kelley Estates Pipe Crossing</i>	\$ 60,000	\$ -	\$ -	\$ -	\$ -
<b>Total projected by Fiscal Year</b>	<b>\$ 943,257</b>	<b>\$ 264,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total Estimated Drainage Project Costs = \$ 1,207,257**

*Pipe cleaning and pipe repairs have been moved to Operating starting with the FY21 Budget*

### Sidewalks - ADA Transition Plan

	FY21	FY22	FY23	FY24	FY25	FY26
	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -

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 FY22 is based on projects currently being planned.

*ADA repairs to sidewalks were moved in FY19 to the operating budget.*

# Town of Ocean View

FY 2022 - FY 2026

## Assumptions and Highlights

**Draft 2: February 23, 2021**

**Police Vehicles**

FY21	FY22	FY23	FY24	FY25	FY26
\$ 180,000	\$ 142,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000

The budget assumes two (2) police cars will be acquired in FY22 in association with lead time to take delivery; two replacements FY 23, 24, 25 and 26; The cost is based on the most recent new vehicle acquired. FY22 is increased for the replacement of the K-9 police vehicle.

**Capital repair and replacements**

FY21	FY22	FY23	FY24	FY25	FY26
\$ 208,802	\$ 141,162	\$ 102,335	\$ 66,252	\$ 82,768	

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.

Town of Ocean View

**Draft 2: February 23, 2021**

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Operating Budget Summary</b>						
Total Revenue Available for Operations <i>(details at pg. 53)</i>	\$ 4,855,670	\$ 5,034,419	\$ 5,166,132	\$ 5,155,903	\$ 5,120,606	\$ 5,054,653
<b>Departmental Operating Expenses:</b>						
General & Administrative <i>(pg. 54 below)</i>	1,077,685	1,186,066	1,093,972	1,108,682	1,123,992	1,135,783
Planning & Zoning <i>(pg. 55 below)</i>	652,460	629,891	631,172	653,422	645,972	653,809
Public Safety <i>(pg. 56 below)</i>	1,921,730	1,967,419	1,982,779	2,018,640	2,055,568	2,088,302
Public Works <i>(pg. 57 below)</i>	959,545	1,081,793	1,133,131	1,056,189	952,243	905,523
<b>Total Operating Expenses</b>	<b>4,611,420</b>	<b>4,865,169</b>	<b>4,841,056</b>	<b>4,836,933</b>	<b>4,777,776</b>	<b>4,783,417</b>
Available Revenue in excess of (less than) Operating Expenses	244,250	169,250	325,077	318,970	342,830	271,235
<b>Other Funding Sources:</b>						
Current Yr. Budget Amendment Impact <i>(Op &amp; Cap)</i>	-	-	-	-	-	-
<b>Capital Funding Sources:</b>						
Sussex County Public Safety Grant	100,000	25,000	25,000	25,000	25,000	25,000
Capital Replacement Trust Fund (CRTF)	208,800	141,162	102,335	66,252	82,768	-
Street Repair & Replacement Trust Fund (SRRTF)	1,144,785	1,462,357	833,120	712,500	585,000	695,255
Emerging Projects Fund	-	121,970	45,000	-	-	-
<b>Total Other Funding Sources</b>	<b>1,453,585</b>	<b>1,750,489</b>	<b>1,005,455</b>	<b>803,752</b>	<b>692,768</b>	<b>720,255</b>
Excess (Deficit) Funding before Capital Expenditures	1,697,835	1,919,739	1,330,532	1,122,722	1,035,598	991,490
<b>Capital Expenditures:</b>						
Total Expenditures from Capital Improvement Plan	1,697,835	1,919,739	1,157,705	968,752	837,768	865,255
Excess (Deficit) Funding after all Expenditures	0	(0)	172,827	153,970	197,830	126,235
Projected Unassigned Fund Balance	\$ 1,493,869	\$ 1,493,869	\$ 1,666,696	\$ 1,820,666	\$ 2,018,496	\$ 2,144,731
		<i>(Adjusted to FY20 Audit Balance)</i>				

**NOTE:** The above includes these prime considerations - a two (2)cent tax increase in FY2022 and one (1) cent each out year for a smoothing effect to address revenue reductions; deficit curing effort totaling \$315,287 in FY2022 Budget Draft "0" (fine tune of expenses and revenues); \$90,000 above regular expenses for the FY2023 Total Reassessment; max 3.3% wage increases for applicable employees (per workshop direction); and 2% Health Care premium employee share. All other assumptions and inclusions are outlined in the Budget Message and balance of this Draft 2 Presentation.

Town of Ocean View

**Draft 2: February 23, 2021**

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Revenue</b>						
PROPERTY TAXES & PENALTIES	\$ 2,398,220	\$ 2,733,329	\$ 2,859,762	\$ 2,973,032	\$ 3,071,865	\$ 3,170,698
TRANSFER TAXES	\$ 1,250,000	\$ 1,250,000	\$ 1,000,000	\$ 900,000	\$ 800,000	\$ 700,000
BUILDING PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Permits (.5% of New Construction designated to ESEF)	\$ 503,875	\$ 388,442	\$ 283,500	\$ 241,000	\$ 236,500	\$ 232,000
Impact Fees - \$1,936 (\$500 designated to ESEF)	\$ 519,650	\$ 174,568	\$ 125,000	\$ 115,000	\$ 100,000	\$ 75,000
Other Permits & Fees	\$ 56,500	\$ 18,500	\$ 14,500	\$ 14,000	\$ 13,500	\$ 13,000
GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Street Aid - Public Works	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000
Public Safety Grants	\$ 106,500	\$ 136,000	\$ 124,000	\$ 120,000	\$ 89,000	\$ 89,000
GROSS RENTAL RECEIPTS TAXES	\$ 310,200	\$ 410,500	\$ 422,815	\$ 435,499	\$ 448,564	\$ 462,021
LICENSES	\$ 127,000	\$ 181,000	\$ 184,620	\$ 188,312	\$ 192,079	\$ 195,920
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CATV - Mediacom	\$ 70,000	\$ 80,000	\$ 70,000	\$ 60,000	\$ 50,000	\$ 45,000
Interest Income	\$ 63,810	\$ 17,400	\$ 14,939	\$ 16,667	\$ 18,207	\$ 20,185
Other	\$ 29,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
PLANNING & ZONING/BOARD OF ADJ FEES	\$ 15,000	\$ 10,000	\$ 15,000	\$ 14,000	\$ 13,000	\$ 13,000
POLICE FINES & FEES	\$ 40,000	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500
REVENUE WITH OFFSETTING EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reimbursable Fees	\$ 101,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000
Pass Through MVFC Ambulance Service	\$ 90,000	\$ 95,000	\$ 95,475	\$ 95,952	\$ 96,432	\$ 96,914
<b>TOTAL REVENUE</b>	<b>5,795,755</b>	<b>5,783,239</b>	<b>5,498,110</b>	<b>5,461,963</b>	<b>5,417,647</b>	<b>5,401,239</b>
Less: Transfer Tax, ESEF (\$500/impact fee), Sussex Cty Grant	(1,586,430)	(1,395,000)	(1,102,710)	(994,530)	(876,125)	(876,125)
Plus: SRRTF (annual street paving)/ESEF to distribute	646,345	646,180	770,732	688,470	579,084	529,539
<b>Adjusted Revenue Available for Operations</b>	<b>4,855,670</b>	<b>5,034,419</b>	<b>5,166,132</b>	<b>5,155,903</b>	<b>5,120,606</b>	<b>5,054,653</b>

Town of Ocean View

**Draft 2: February 23, 2021**

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Department 510 - General Administration Expenses</b>						
<b>SALARY &amp; RELATED EMPLOYEE EXPENSES</b>		FY22 Salaries consist of 1 Contractual, 1 Salaried, 2 Full-time and 1 Part-time employee				
Salary, including OT & Bonus	374,235	382,734	387,691	395,744	404,416	412,457
Insurances: Dental, Health, Life	60,260	67,264	69,458	70,825	72,219	73,667
Payroll Taxes	29,800	30,654	31,492	32,106	32,516	33,164
Pension	26,085	25,528	26,376	27,465	28,671	29,829
Worker's Compensation	1,070	639	681	695	677	691
<b>Personnel Related Costs</b>	<b>491,450</b>	<b>506,818</b>	<b>515,698</b>	<b>526,835</b>	<b>538,499</b>	<b>549,808</b>
<b>CONTRACTED SERVICES</b>						
Committee Stipends	-	-	-	-	-	-
Computer/Copier Maintenance & related expenses	37,000	37,350	37,537	37,724	37,913	37,913
Other	18,730	18,980	24,075	24,195	24,316	24,316
<b>EMPLOYEE RELATED EXPENSES, OTHER</b>	<b>25,700</b>	<b>21,000</b>	<b>21,105</b>	<b>21,211</b>	<b>21,317</b>	<b>21,317</b>
<b>GRANT AWARDS: ESEF FUNDS</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
<b>INSURANCE BUSINESS &amp; BONDS</b>	<b>21,500</b>	<b>22,898</b>	<b>24,042</b>	<b>25,244</b>	<b>26,507</b>	<b>26,507</b>
<b>PROFESSIONAL SERVICES</b>						
Audit	21,000	21,000	21,105	21,211	21,317	21,317
Engineering	-	-	-	-	-	-
Legal	30,000	25,000	25,125	25,251	25,377	25,377
Property Assessments	73,965	171,800	62,659	62,972	63,287	63,287
Other	34,400	27,000	27,135	27,271	27,407	27,407
Pass thru MVFC Ambulance Service	90,000	95,000	95,475	95,952	96,432	96,914
Reimbursable - Engineering	-	-	-	-	-	-
Reimbursable - Other	-	-	-	-	-	-
<b>PUBLIC RELATIONS</b>	<b>39,000</b>	<b>40,000</b>	<b>40,200</b>	<b>40,401</b>	<b>40,603</b>	<b>40,603</b>
<b>REPAIRS &amp; MAINTENANCE</b>						
Buildings	10,000	5,000	5,025	5,050	5,075	5,075
Machinery & Equipment	1,000	1,000	1,005	1,010	1,015	1,015
Vehicles	-	-	-	-	-	-
Other(Cleaning, Inspections, etc.)	19,900	25,150	25,276	25,402	25,529	25,529
<b>SUPPLIES &amp; MISCELLANEOUS</b>						
Advertising	8,000	8,000	8,040	8,080	8,121	8,121
Departement Specific Supplies	25,040	29,320	29,467	29,614	29,762	29,762
Gas & Diesel	-	-	-	-	-	-
NonCapital Equipment/Grant Equipment	12,750	5,000	5,025	5,050	5,075	5,075
Office Supplies/Postage	9,000	16,000	16,080	16,160	16,241	16,241
Uniforms	500	500	503	505	508	508
<b>TELEPHONE &amp; COMMUNICATIONS</b>	<b>13,200</b>	<b>13,200</b>	<b>13,266</b>	<b>13,332</b>	<b>13,399</b>	<b>13,399</b>
<b>UTILITIES</b>	<b>15,550</b>	<b>16,050</b>	<b>16,130</b>	<b>16,211</b>	<b>16,292</b>	<b>16,292</b>
<b>Total Expenses General &amp; Administrative</b>	<b>1,077,685</b>	<b>1,186,066</b>	<b>1,093,972</b>	<b>1,108,682</b>	<b>1,123,992</b>	<b>1,135,783</b>
<i>Personnel costs</i>	<i>491,450</i>	<i>506,818</i>	<i>515,698</i>	<i>526,835</i>	<i>538,499</i>	<i>549,808</i>
<i>Dept. other costs</i>	<i>586,235</i>	<i>679,248</i>	<i>578,274</i>	<i>581,847</i>	<i>585,493</i>	<i>585,975</i>
<b>Total dept. costs</b>	<b>1,077,685</b>	<b>1,186,066</b>	<b>1,093,972</b>	<b>1,108,682</b>	<b>1,123,992</b>	<b>1,135,783</b>

Town of Ocean View

Draft 2: February 23, 2021

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Department 515 - Planning &amp; Zoning Expenses</b>						
<b>SALARY &amp; RELATED EMPLOYEE EXPENSES</b>		<b>FY22 Salaries consist of 1 Salaried, 4 Full-time and 1 Seasonal Intern</b>				
Salary, including OT & Bonus	319,910	314,966	315,102	319,808	324,584	329,432
Insurances: Dental, Health, Life	58,880	57,953	58,497	59,601	60,726	61,986
Payroll Taxes	26,460	26,218	25,917	26,087	26,486	27,131
Pension	23,010	20,745	21,134	21,878	22,649	23,664
Worker's Compensation	6,950	1,359	1,369	1,389	1,410	1,429
<b>Personnel Related Costs</b>	<b>435,210</b>	<b>421,241</b>	<b>422,019</b>	<b>428,763</b>	<b>435,855</b>	<b>443,642</b>
<b>CONTRACTED SERVICES</b>						
Committee Stipends	5,000	5,000	5,025	5,050	5,075	5,075
Computer/Copier Maintenance & related expenses	8,600	8,900	8,945	8,989	9,034	9,034
Other	-	-	-	-	-	-
<b>EMPLOYEE RELATED EXPENSES, OTHER</b>	17,950	17,950	18,040	18,130	18,221	18,221
<b>GRANT AWARDS: ESEF FUNDS</b>	-	-	-	-	-	-
<b>INSURANCE BUSINESS &amp; BONDS</b>	-	-	-	-	-	-
<b>PROFESSIONAL SERVICES</b>						
Audit	-	-	-	-	-	-
Engineering	25,000	25,000	25,125	25,251	25,377	25,377
Legal	14,000	5,000	5,025	5,050	5,075	5,075
Property Assessments	-	-	-	-	-	-
Other	17,000	10,000	10,050	25,100	10,100	10,151
Pass thru MVFC Ambulance Service	-	-	-	-	-	-
Reimbursable - Engineering	100,000	100,000	100,000	100,000	100,000	100,000
Reimbursable - Other	1,000	3,000	3,000	3,000	3,000	3,000
<b>PUBLIC RELATIONS</b>	5,000	5,000	5,000	5,000	5,000	5,000
<b>REPAIRS &amp; MAINTENANCE</b>						
Buildings	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Vehicles	1,000	1,000	1,005	1,010	1,015	1,015
Other(Cleaning, Inspections, etc.)	-	-	-	-	-	-
<b>SUPPLIES &amp; MISCELLANEOUS</b>						
Advertising	10,000	12,000	12,060	12,120	12,181	12,181
Departement Specific Supplies	-	200	201	202	203	203
Gas & Diesel	1,000	3,900	3,920	3,939	3,959	3,959
NonCapital Equipment/Grant Equipment	3,500	3,500	3,518	3,535	3,553	3,553
Office Supplies/Postage	6,000	6,000	6,030	6,060	6,090	6,090
Uniforms	1,000	1,000	1,005	1,010	1,015	1,015
<b>TELEPHONE &amp; COMMUNICATIONS</b>	1,200	1,200	1,206	1,212	1,218	1,218
<b>UTILITIES</b>	-	-	-	-	-	-
<b>Total Expenses Planning &amp; Zoning</b>	<b>652,460</b>	<b>629,891</b>	<b>631,172</b>	<b>653,422</b>	<b>645,972</b>	<b>653,809</b>
<i>Personnel costs</i>	<i>435,210</i>	<i>421,241</i>	<i>422,019</i>	<i>428,763</i>	<i>435,855</i>	<i>443,642</i>
<i>Dept. other costs</i>	<i>217,250</i>	<i>208,650</i>	<i>209,153</i>	<i>224,659</i>	<i>210,117</i>	<i>210,167</i>
<b>Total dept. costs</b>	<b>652,460</b>	<b>629,891</b>	<b>631,172</b>	<b>653,422</b>	<b>645,972</b>	<b>653,809</b>



Town of Ocean View

**Draft 2: February 23, 2021**

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Department 520 - Public Safety Expenses</b>						
<b>SALARY &amp; RELATED EMPLOYEE EXPENSES</b>		FY22 Salaries consist of 1 Contractual, 13 Full-time and 1 Seasonal employee				
Salary	1,032,575	1,103,013	1,102,368	1,121,133	1,140,260	1,159,488
Insurances: Dental, Health, Life	252,475	240,374	244,777	249,267	253,848	258,520
Payroll Taxes	84,070	88,053	88,552	90,077	91,632	92,856
Pension	149,255	158,465	164,420	170,242	176,478	183,132
Worker's Compensation	68,105	53,287	54,259	55,191	56,142	57,097
<b>Personnel Related Costs</b>	<b>1,586,480</b>	<b>1,643,192</b>	<b>1,654,375</b>	<b>1,685,911</b>	<b>1,718,359</b>	<b>1,751,093</b>
<b>CONTRACTED SERVICES</b>						
Computer/Copier Maintenance & related expenses	11,550	15,550	15,628	15,706	15,784	15,784
Other	8,350	8,350	8,392	8,434	8,476	8,476
<b>EMPLOYEE RELATED EXPENSES, OTHER</b>	29,200	32,700	32,864	33,028	33,193	33,193
<b>INSURANCE BUSINESS &amp; BONDS</b>	50,500	56,783	59,622	62,603	65,733	65,733
<b>PROFESSIONAL SERVICES</b>						
Legal	1,000	1,000	1,005	1,010	1,015	1,015
Other	40,900	17,400	17,487	17,574	17,662	17,662
<b>PUBLIC RELATIONS</b>	3,000	3,000	3,015	3,030	3,045	3,045
<b>REPAIRS &amp; MAINTENANCE</b>						
Buildings	3,000	5,500	5,528	5,555	5,583	5,583
Machinery & Equipment	3,000	3,000	3,015	3,030	3,045	3,045
Vehicles	15,000	30,000	30,150	30,301	30,452	30,452
Other(Cleaning, Inspections, etc.)	8,550	8,800	8,844	8,888	8,933	8,933
<b>SUPPLIES &amp; MISCELLANEOUS</b>						
Advertising	1,000	1,000	1,005	1,010	1,015	1,015
Departement Specific Supplies	28,500	30,500	30,653	30,806	30,960	30,960
Gas & Diesel	32,000	32,000	32,160	32,321	32,482	32,482
NonCapital Equipment	45,000	24,245	24,366	24,488	24,610	24,610
Office Supplies/Postage	4,000	4,000	4,020	4,040	4,060	4,060
Uniforms	11,000	11,000	11,055	11,110	11,166	11,166
<b>TELEPHONE &amp; COMMUNICATIONS</b>	26,400	26,400	26,532	26,665	26,798	26,798
<b>UTILITIES</b>						
Utilities	13,300	13,000	13,065	13,130	13,196	13,196
<b>Total Expenses Public Safety</b>	<b>1,921,730</b>	<b>1,967,419</b>	<b>1,982,779</b>	<b>2,018,640</b>	<b>2,055,568</b>	<b>2,088,302</b>
<i>Personnel costs</i>	<i>1,586,480</i>	<i>1,643,192</i>	<i>1,654,375</i>	<i>1,685,911</i>	<i>1,718,359</i>	<i>1,751,093</i>
<i>Dept. other costs</i>	<i>335,250</i>	<i>324,228</i>	<i>328,404</i>	<i>332,729</i>	<i>337,210</i>	<i>337,210</i>
<b>Total dept. costs</b>	<b>1,921,730</b>	<b>1,967,419</b>	<b>1,982,779</b>	<b>2,018,640</b>	<b>2,055,568</b>	<b>2,088,302</b>

Town of Ocean View

**Draft 2: February 23, 2021**

FY 2022 - FY 2026

Operating Budget

	FY21	FY22	FY23	FY24	FY25	FY26
<b>Department 530 - Public Works Expenses</b>						
<b>SALARY &amp; RELATED EMPLOYEE EXPENSES</b>						
		FY22 Salaries consist of 2 Full-time employees				
Salary	89,435	103,831	105,380	106,952	108,547	110,166
Insurances: Dental, Health, Life	24,305	31,916	34,306	34,987	35,680	36,389
Payroll Taxes	7,725	8,834	8,658	8,791	8,927	9,064
Pension	6,550	7,274	7,491	7,755	8,029	8,313
Worker's Compensation	5,240	4,829	4,900	4,974	5,049	5,124
<b>Personnel Related Costs</b>	<b>133,255</b>	<b>156,684</b>	<b>160,735</b>	<b>163,459</b>	<b>166,231</b>	<b>169,056</b>
<b>CONTRACTED SERVICES</b>						
Computer/Copier Maintenance & related expenses	300	300	302	303	305	305
Other	1,800	1,800	1,809	1,818	1,827	1,827
<b>EMPLOYEE RELATED EXPENSES, OTHER</b>						
	1,000	800	804	808	812	812
<b>GRANT AWARDS: ESEF FUNDS</b>						
	-	-	-	-	-	-
<b>INSURANCE BUSINESS &amp; BONDS</b>						
	23,595	25,129	26,385	27,704	29,090	29,090
<b>PROFESSIONAL SERVICES</b>						
Engineering	-	-	-	-	-	-
Legal	-	-	-	-	-	-
Other	30,200	24,000	24,120	24,241	24,362	24,362
<b>PUBLIC RELATIONS</b>						
	500	500	503	505	508	508
<b>REPAIRS &amp; MAINTENANCE</b>						
Buildings	1,000	1,000	1,005	1,010	1,015	1,015
Drainage	40,250	60,000	60,300	60,602	60,905	60,905
Machinery & Equipment	2,200	1,700	1,709	1,717	1,726	1,726
Park	20,000	26,500	26,633	26,766	26,899	26,899
Street & Sidewalk Maintenance & Repair	566,345	646,180	690,732	608,470	499,084	449,539
Vehicles	2,000	3,000	3,015	3,030	3,045	3,045
Other(Cleaning, Inspections, etc.)	1,000	-	-	-	-	-
<b>SUPPLIES &amp; MISCELLANEOUS</b>						
Advertising	500	500	503	505	508	508
Departement Specific Supplies	21,500	17,000	17,295	17,381	17,468	17,468
Gas & Diesel	3,500	5,500	5,528	5,555	5,583	5,583
NonCapital Equipment	5,300	6,000	6,030	6,060	6,090	6,090
Office Supplies/Postage	300	300	302	303	305	305
Uniforms	1,200	1,200	1,206	1,212	1,218	1,218
<b>TELEPHONE &amp; COMMUNICATIONS</b>						
	3,200	3,200	3,216	3,232	3,248	3,248
<b>UTILITIES</b>						
Street Lights	90,000	90,000	90,450	90,902	91,357	91,357
Utilities	10,600	10,500	10,553	10,605	10,658	10,658
<b>Total Expenses Public Works</b>	<b>959,545</b>	<b>1,081,793</b>	<b>1,133,131</b>	<b>1,056,189</b>	<b>952,243</b>	<b>905,523</b>
<i>Personnel costs</i>	<i>133,255</i>	<i>156,684</i>	<i>160,735</i>	<i>163,459</i>	<i>166,231</i>	<i>169,056</i>
<i>Dept. other costs</i>	<i>826,290</i>	<i>925,109</i>	<i>972,396</i>	<i>892,730</i>	<i>786,012</i>	<i>736,467</i>
<b>Total dept. costs</b>	<b>959,545</b>	<b>1,081,793</b>	<b>1,133,131</b>	<b>1,056,189</b>	<b>952,243</b>	<b>905,523</b>



# **Town of Ocean View**

**2021 – 2022**

## **Operating Budget – Departmental Detail**

**Draft Two: February 23, 2021**

**FY2022 Revenue Estimates:**

Account Id	Account Description	FY20 Actuals	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-400-110-101	Property Taxes Billed	2,491,026	2,421,965	2,764,283	-4,219		2,760,064	2,760,064
	Discount		(23,745)	(27,643)	908		(26,735)	(26,735)
01-400-110-102	Late Penalties - Taxes	2,492					0	-
01-400-110-103	Prepaid Taxes						0	-
01-400-115-003	Transfer Taxes	2,015,627	1,250,000	1,250,000			1,250,000	1,250,000
01-400-115-155	Interest Earned - Restricted	7,060	6,250	900			900	900
01-400-115-202	ERTF Restricted Transfer Taxes						0	-
01-400-120-105	Building Permits	712,895	503,875	380,000	8,442		388,442	388,442
01-400-120-110	Sign Permit	2,006	2,000	2,000			2,000	2,000
01-400-120-115	Impact Fee - New Construction	265,660	208,220	54,568			54,568	54,568
01-400-120-120	ESEF Impact Fee / Permits	380,514	311,430	120,000			120,000	120,000
01-400-120-125	Site Plan/Lot Development Fees	78,540	53,500	15,000			15,000	15,000
01-400-120-130	Other Fees and Permits	890	1,000	1,500			1,500	1,500
01-400-121-110	Temporary Business License	1,980	2,000	2,500			2,500	2,500
01-400-121-135	Business Licenses	105,746	95,000	105,000			105,000	105,000
01-400-121-150	Real Estate Sale/Rental Agent License	5,100	-				0	-
01-400-121-155	Rental License	36,825	30,000	73,500			73,500	73,500
01-400-123-165	Gross Rental Receipt Taxes	366,665	310,200	410,500			410,500	410,500
01-400-125-175	Application & Review Fees	13,145	15,000	10,000			10,000	10,000
01-400-130-005	Misc G&A: Cable Franchise Fees	79,277	70,000	80,000			80,000	80,000
01-400-130-010	Misc G&A: Other Income	3,506	2,000	2,000			2,000	2,000
01-400-130-015	Misc G&A: Donations	163	-				0	-
01-400-130-025	Misc G&A: Refund of Pr Yr Expenses	39,534	15,500	15,500			15,500	15,500
01-400-130-030	Misc G&A: Reimb of Current Yr Expense	384					0	-
01-400-130-031	Misc G&A: OVHS Reimb CurrentYr Expnse	323					0	-
01-400-130-032	Misc G&A: Legal Fees Reimbursed						0	-
01-400-130-035	Misc G&A: Lease Pymts/Rental Fees	5,005	3,500	3,500			3,500	3,500
01-400-130-045	Misc G&A: Unrestricted Interest Income	36,890	21,675	10,000			10,000	10,000
01-400-130-055	Misc G&A: SCAT Reimbursement	3,240						
01-400-130-155	Misc G&A: Restricted Interest Income	10,210	6,000	3,000			3,000	3,000
01-400-130-175	Misc G&A: CreditCard Conv Fee:Gen Fund	1,260	885	0			0	-
01-400-130-200	Misc G&A: 10% Admin Fee-Reimb Reviews	11,140	5,000	5,000			5,000	5,000
01-400-130-301	Misc G&A: Restricted CRTF Interest	11,466	5,000	1,000			1,000	1,000
01-400-130-302	Misc G&A: Restricted ERTF Interest	5,111	4,000	500			500	500
01-400-130-303	Misc G&A: Restricted SRRTF Interest	36,987	20,000	2,000			2,000	2,000
01-400-140-001	Reimburseable Prof Reviews G&A	112,422	100,000	100,000			100,000	100,000
01-400-140-002	Prop Maintenance Code Violations G&A	850	1,000	3,000			3,000	3,000

Account Id	Account Description	FY20 Actuals	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-400-140-003	Ambulance Fees - pass thru - MVFCo	89,845	90,000	95,000			95,000	95,000
01-400-140-004	EG Programming Support - Mediacom			3,000			3,000	3,000
01-400-230-005	Misc PD: Report Fees & Other	8,222	3,000	1,500			1,500	1,500
01-400-230-010	Misc PD: Fines	39,832	37,000	37,000			37,000	37,000
01-400-230-015	Misc PD: Special Duty Officer Fees	18,588					0	-
01-400-230-020	Misc PD: Donations	650	500	500			500	500
01-400-230-025	Misc PD: Refund of Pr Yr Expense						0	-
01-400-230-030	Misc PD: Reimb Current Yr Expense	175					0	-
01-400-230-040	Misc PD: Sale of Assets		2,500	2,500			2,500	2,500
01-400-240-205	State Pension Funding PD	52,580	45,000	58,000			58,000	58,000
01-400-240-210	County Revenue Sharing Funds PD	30,000	25,000	25,000			25,000	25,000
01-400-240-230	Public Safety: Other Grants - COPS	50,072	36,500	53,000			53,000	53,000
01-400-250-005	SALLE/EDIE Grant Proceeds	10,018					0	-
01-400-250-015	OHS Grant Proceeds	9,275					0	-
01-400-250-020	SLEAF Receipts - Assets Seized	6,687					0	-
01-400-250-025	CVC Grant Proceeds	30,054					0	-
01-400-250-030	DEMA Grant Proceeds						0	-
01-400-250-040	CJC Grant Proceeds	11,850					0	-
01-400-330-010	Misc DPW: Other Income	142					0	-
01-400-330-015	Misc DPW: Donations						0	-
01-400-330-040	Misc DPW: Sale of Assets						0	-
01-400-340-155	Restricted Interest Income DPW	677					0	-
01-400-340-215	Municipal Street Aid DPW						0	-
		116,120	115,000	115,000			115,000	115,000
		<b>7,318,723</b>	<b>5,795,755</b>	<b>5,778,108</b>	<b>5,131</b>	<b>0</b>	<b>5,783,239</b>	<b>5,783,239</b>

Dept 510 Administration

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-000-000	<b>GENERAL FUND EXPENSES</b>						
01-500-510-000	<b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>						
01-500-510-100	<b>SALARY &amp; RELATED EMPLOYEE EXPENSES G&amp;A</b>						
01-500-510-105	Town Council G&A	4,530	4,578			4,578	4,578
01-500-510-110	Gross Salaries G&A	366,610	375,435			375,435	375,435
01-500-510-160	Bonus G&A	1,120	1,119			1,119	1,119
01-500-510-161	Overtime G&A	1,975	1,602			1,602	1,602
01-500-510-170	Health/Hosp Insurance G&A	55,200	60,767			60,767	60,767
01-500-510-171	Dental Insurance G&A	3,220	4,728			4,728	4,728
01-500-510-172	Life/Disability Insurance G&A	1,840	1,769			1,769	1,769
01-500-510-180	Social Security ER Share G&A	23,145	23,686			23,686	23,686
01-500-510-181	Medicare ER Share G&A	5,400	5,400			5,400	5,400
01-500-510-182	Employee Retirement ER Share G&A	26,085	25,528			25,528	25,528
01-500-510-183	Unemployment Compensation G&A	1,185	1,468			1,468	1,468
01-500-510-184	Worker's Compensation Insurance G&A	1,070	639			639	639
01-500-510-185	State Employment Training Fund G&A	70	100			100	100
01-500-510-200	<b>OTHER EMPLOYEE RELATED EXPENSES G&amp;A</b>					0	0
01-500-510-205	Dues & Memberships G&A	5,200	5,000			5,000	5,000
01-500-510-210	Education/Meetings/Seminars G&A	18,000	14,000			14,000	14,000
01-500-510-215	Mileage/Travel Reimbursement G&A	2,500	2,000			2,000	2,000
01-500-510-300	<b>BUSINESS INSURANCE/BONDS G&amp;A</b>					0	0
01-500-510-305	Business Insurance/Bonds G&A	21,500	22,898			22,898	22,898
01-500-510-400	<b>PROFESSIONAL SERVICES G&amp;A</b>					0	0
01-500-510-405	Codification Services G&A	4,000	4,000			4,000	4,000
01-500-510-410	Consulting Services G&A	16,000	5,000			5,000	5,000
01-500-510-415	Legal Services G&A	30,000	25,000			25,000	25,000
01-500-510-420	Engineering Services G&A					0	0
01-500-510-425	Auditing Services G&A	21,000	21,000			21,000	21,000
01-500-510-430	Payroll Processing Services G&A	4,500	4,500			4,500	4,500
01-500-510-435	Property Assessments G&A	73,965	171,800			171,800	171,800
01-500-510-440	Contracted Labor G&A	7,400	8,000			8,000	8,000
01-500-510-445	Comprehensive Land Use Plan G&A					0	0
01-500-510-450	Engineering - Reimb Reviews G&A					0	0
01-500-510-455	Prop Cleanup - Reimbursable G&A					0	0
01-500-510-460	Other Services G&A	2,500	2,500			2,500	2,500
01-500-510-465	Ambulance Fees - pass thru - MVFCo	90,000	95,000			95,000	95,000

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-510-470	EG Programming Expenses		3,000			3,000	3,000
01-500-510-500	<b>CONTRACTED SERVICES G&amp;A</b>					0	0
01-500-510-505	Computer Maintenance Contract G&A	15,000	10,000			10,000	10,000
01-500-510-510	Copier Maintenance Contract G&A					0	0
01-500-510-511	Copier Lease G&A	5,000	5,000			5,000	5,000
01-500-510-515	Elevator Maintenance G&A	2,130	2,130			2,130	2,130
01-500-510-520	Generator Maintenance Agreement G&A	1,000	1,000			1,000	1,000
01-500-510-525	HVAC Maintenance Agreement G&A	1,000	1,000			1,000	1,000
01-500-510-530	Pest Control G&A	1,000	1,000			1,000	1,000
01-500-510-535	Rental of Machinery/Equipment G&A					0	0
01-500-510-540	Security Monitoring/Maintenance G&A	600	850			850	850
01-500-510-545	Software Maint/Subscription Serv G&A	16,400	20,850			20,850	20,850
01-500-510-550	Website/Domain Hosting G&A	600	1,500			1,500	1,500
01-500-510-555	Holiday Decor Mgmt G&A	12,000	12,000			12,000	12,000
01-500-510-560	Sprinkler System Inspection G&A	1,000	1,000			1,000	1,000
01-500-510-565	Committee Stipends G&A					0	0
01-500-510-600	<b>SUPPLIES &amp; MAINTENANCE G&amp;A</b>					0	0
01-500-510-605	Advertising G&A	8,000	8,000			8,000	8,000
01-500-510-610	Office Supplies/Printing/Copies G&A	3,000	8,000			8,000	8,000
01-500-510-615	Postage/Shipping G&A	6,000	8,000			8,000	8,000
01-500-510-620	Miscellaneous G&A		4,800			4,800	4,800
01-500-510-625	NonCapital Equipment G&A	12,750	5,000			5,000	5,000
01-500-510-630	Transfer Tax Bank Fees/Charges G&A	12,000	12,000			12,000	12,000
01-500-510-635	Other Supplies G&A	2,000	2,000			2,000	2,000
01-500-510-640	Gas & Deisel G&A					0	0
01-500-510-645	Uniforms/Clothing G&A	500	500			500	500
01-500-510-650	Bank Charges: General Fund Transfer Tax		100			100	100
01-500-510-653	Bank Charges: MSA	360	360			360	360
01-500-510-655	Bank Charges: General Fund ESEF	360	360			360	360
01-500-510-660	Bank Charges: GF Money Market G&A	1,200	4,800			4,800	4,800
01-500-510-665	Bank Charges: GF Checking G&A	1,200	2,400			2,400	2,400
01-500-510-670	Bank Charges: CRIM Fees Gen Fund	3,000	4,200			4,200	4,200
01-500-510-675	Credit Card Service Charges: G&A CKG	1,500	1,500			1,500	1,500
01-500-510-681	Bank Charges: CRIM Fees SRRTF	3,000	1,000			1,000	1,000
01-500-510-685	Bank Charges: SRRTF MM Acct	420	600			600	600
01-500-510-700	<b>REPAIRS &amp; MAINTENANCE G&amp;A</b>					0	0
01-500-510-705	Cleaning Service G&A	18,200	18,650			18,650	18,650

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-510-710	Inspections - Building G&A	1,700	1,700			1,700	1,700
01-500-510-715	Repairs to Machinery/Equipment G&A	1,000	1,000			1,000	1,000
01-500-510-720	Repairs to Buildings - NonCapital G&A	10,000	5,000			5,000	5,000
01-500-510-725	Other Repairs/Maintenance G&A					0	0
01-500-510-730	Vehicle Repair/Maintenance G&A					0	0
01-500-510-800	<b>UTILITIES G&amp;A</b>					0	0
01-500-510-805	Electric G&A	7,000	7,000			7,000	7,000
01-500-510-815	Propane Gas G&A	1,000	500			500	500
01-500-510-820	Sewer G&A	2,500	3,000			3,000	3,000
01-500-510-830	Trash/Recycling G&A	1,500	2,000			2,000	2,000
01-500-510-835	Water G&A	3,500	3,500			3,500	3,500
01-500-510-840	Other G&A	50	50			50	50
01-500-510-850	<b>TELEPHONE &amp; COMMUNICATIONS G&amp;A</b>					0	0
01-500-510-851	Mobile Devices G&A	1,200	1,200			1,200	1,200
01-500-510-852	Telephone & Internet G&A	12,000	12,000			12,000	12,000
01-500-510-900	<b>PUBLIC RELATIONS G&amp;A</b>					0	0
01-500-510-905	Holiday in the Park G&A	7,000	8,000			8,000	8,000
01-500-510-910	Concerts in the Park G&A	7,000	6,000			6,000	6,000
01-500-510-915	Holiday G&A	2,500	3,000			3,000	3,000
01-500-510-923	Cops & Goblins G&A	10,000	10,000			10,000	10,000
01-500-510-930	Movies in the park	6,000	8,000			8,000	8,000
01-500-510-938	Other G&A	6,500	5,000			5,000	5,000
01-500-510-940	Donations G&A					0	0
01-500-510-945	Grant Award from ESEF Fees G&A	80,000	80,000			80,000	80,000
		<b>1,077,685</b>	<b>1,186,067</b>	<b>0</b>	<b>0</b>	<b>1,186,067</b>	<b>1,186,067</b>



Dept 515 Planning and Zoning

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-515-000	<b>PLANNING AND ZONING EXPENSES</b>						
01-500-515-100	<b>SALARY &amp; RELATED EMPLOYEE EXPENSES P&amp;Z</b>						
01-500-515-110	Gross Salaries P&Z	305,500	307,302			307,302	307,302
01-500-515-160	Bonus P&Z	1,400	1,399	2,000		3,399	3,399
01-500-515-161	Overtime P&Z	13,010	4,265			4,265	4,265
01-500-515-170	Health/Hosp Insurance P&Z	52,980	52,361			52,361	52,361
01-500-515-171	Dental Insurance P&Z	3,680	3,331			3,331	3,331
01-500-515-172	Life/Disability Insurance P&Z	2,220	2,261			2,261	2,261
01-500-515-180	Social Security ER Share P&Z	20,440	19,734	153		19,887	19,887
01-500-515-181	Medicare ER Share P&Z	4,450	4,450			4,450	4,450
01-500-515-182	Employee Retirement ER Share P&Z	23,010	20,745			20,745	20,745
01-500-515-183	Unemployment Compensation P&Z	1,480	1,791			1,791	1,791
01-500-515-184	Worker's Compensation Insurance P&Z	6,950	1,356	3		1,359	1,359
01-500-515-185	State Employment Training Fund P&Z	90	90			90	90
01-500-515-200	<b>OTHER EMPLOYEE RELATED EXPENSES P&amp;Z</b>					0	0
01-500-515-205	Dues & Memberships P&Z	2,500	2,500			2,500	2,500
01-500-515-210	Education/Meetings/Seminars P&Z	14,700	14,700			14,700	14,700
01-500-515-215	Mileage/Travel Reimbursement P&Z	750	750			750	750
01-500-515-300	<b>BUSINESS INSURANCE/BONDS P&amp;Z</b>					0	0
01-500-515-305	Business Insurance/Bonds P&Z					0	0
01-500-515-400	<b>PROFESSIONAL SERVICES P&amp;Z</b>					0	0
01-500-515-405	Codification Services P&Z					0	0
01-500-515-410	Consulting Services P&Z	17,000	10,000			10,000	10,000
01-500-515-415	Legal Services P&Z	14,000	5,000			5,000	5,000
01-500-515-420	Engineering Services P&Z	25,000	25,000			25,000	25,000
01-500-515-425	Auditing Services P&Z					0	0
01-500-515-430	Payroll Processing Services P&Z					0	0
01-500-515-435	Property Assessments P&Z					0	0
01-500-515-440	Contracted Labor P&Z					0	0
01-500-515-445	Comprehensive Land Use Plan P&Z					0	0
01-500-515-450	Engineering - Reimb Reviews P&Z	100,000	100,000			100,000	100,000
01-500-515-455	Prop Cleanup - Reimbursable P&Z	1,000	3,000			3,000	3,000
01-500-515-460	Other Services P&Z					0	0
01-500-515-465	Ambulance Fees - pass thru - MVFCo					0	0
01-500-515-500	<b>CONTRACTED SERVICES P&amp;Z</b>					0	0
01-500-515-505	Computer Maintenance Contract P&Z	1,200	1,500			1,500	1,500
01-500-515-510	Copier Maintenance Contract P&Z					0	0

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01-500-515-511	Copier Lease P&Z	5,000	5,000			5,000	5,000
01-500-515-515	Elevator Maintenance P&Z					0	0
01-500-515-520	Generator Maintenance Agreement P&Z					0	0
01-500-515-525	HVAC Maintenance Agreement P&Z					0	0
01-500-515-530	Pest Control P&Z					0	0
01-500-515-535	Rental of Machinery/Equipment P&Z					0	0
01-500-515-540	Security Monitoring/Maintenance P&Z					0	0
01-500-515-545	Software Maint/Subscription Serv P&Z	2,400	2,400			2,400	2,400
01-500-515-550	Website/Domain Hosting P&Z					0	0
01-500-515-555	Holiday Decor Mgmt P&Z					0	0
01-500-515-560	Sprinkler System Inspection P&Z					0	0
01-500-515-565	Committee Stipends P&Z	5,000	5,000			5,000	5,000
01-500-515-600	<b>SUPPLIES &amp; MAINTENANCE P&amp;Z</b>					0	0
01-500-515-605	Advertising P&Z	10,000	12,000			12,000	12,000
01-500-515-610	Office Supplies/Printing/Copies P&Z	5,000	5,000			5,000	5,000
01-500-515-615	Postage/Shipping P&Z	1,000	1,000			1,000	1,000
01-500-515-620	Miscellaneous P&Z					0	0
01-500-515-625	NonCapital Equipment P&Z	3,500	3,500			3,500	3,500
01-500-515-630	Transfer Tax Bank Fees/Charges P&Z					0	0
01-500-515-635	Other Supplies P&Z		200			200	200
01-500-515-640	Gas & Deisel P&Z	1,000	3,900			3,900	3,900
01-500-515-645	Uniforms/Clothing P&Z	1,000	1,000			1,000	1,000
01-500-515-700	<b>REPAIRS &amp; MAINTENANCE P&amp;Z</b>					0	0
01-500-515-730	Vehicle Repair/Maintenance P&Z	1,000	1,000			1,000	1,000
01-500-515-850	<b>TELEPHONE &amp; COMMUNICATIONS P&amp;Z</b>					0	0
01-500-515-851	Mobile Devices P&Z	1,200	1,200			1,200	1,200
01-500-515-852	Telephone & Internet P&Z					0	0
01-500-515-900	<b>PUBLIC RELATIONS P&amp;Z</b>					0	0
01-500-515-938	Other P&Z	5,000	5,000			5,000	5,000
01-500-515-940	Donations P&Z					0	0
01-500-515-945	Grant Award from ESEF Fees P&Z					0	0
		652,460	627,735	2,156	0	629,891	629,891



## Dept 520 Public Safety

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-520-000	<b>POLICE EXPENSES</b>						
01-500-520-100	<b>SALARY &amp; RELATED EMPLOYEE EXPENSE PD</b>						
01-500-520-110	Gross Salaries PD	917,165	1,035,389			1,035,389	1,035,389
01-500-520-160	Bonus PD	3,360	3,637	2,440		6,077	6,077
01-500-520-161	Overtime PD	112,050	61,351	194		61,545	61,545
01-500-520-163	Special Duty Officer Pay PD					-	-
01-500-520-170	Health/Hosp Insurance PD	233,160	220,131			220,131	220,131
01-500-520-171	Dental Insurance PD	13,330	13,799			13,799	13,799
01-500-520-172	Life/Disability Insurance PD	5,985	6,444			6,444	6,444
01-500-520-180	Social Security ER Share PD	64,020	67,491	202		67,693	67,693
01-500-520-181	Medicare ER Share PD	15,970	15,970			15,970	15,970
01-500-520-182	Employee Retirement ER Share PD	149,255	158,465			158,465	158,465
01-500-520-183	Unemployment Compensation PD	3,850	4,160			4,160	4,160
01-500-520-184	Worker's Compensation Insurance PD	68,105	53,150	137		53,287	53,287
01-500-520-185	State Employment Training Fund PD	230	230			230	230
01-500-520-200	<b>OTHER EMPLOYEE RELATED EXPENSES PD</b>					-	-
01-500-520-205	Dues & Memberships PD	4,000	4,500			4,500	4,500
01-500-520-210	Education/Meetings/Seminars PD	25,000	28,000			28,000	28,000
01-500-520-215	Mileage/Travel Reimbursement PD	200	200			200	200
01-500-520-300	<b>BUSINESS INSURANCE/BONDS PD</b>					-	-
01-500-520-305	Business Insurance/Bonds PD	50,500	56,783			56,783	56,783
01-500-520-400	<b>PROFESSIONAL SERVICES PD</b>					-	-
01-500-520-410	Consulting Services PD	5,000	5,000			5,000	5,000
01-500-520-415	Legal Services PD	1,000	1,000			1,000	1,000
01-500-520-440	Contracted Labor PD	9,900	9,900			9,900	9,900
01-500-520-460	Other Services PD	26,000	2,500			2,500	2,500
01-500-520-500	<b>CONTRACTED SERVICES PD</b>					-	-
01-500-520-505	Computer Maintenance Contract PD	2,000	2,000			2,000	2,000
01-500-520-510	Copier Maintenance Contract PD	1,500	1,500			1,500	1,500
01-500-520-511	Copier Lease PD	1,500	1,500			1,500	1,500
01-500-520-515	Elevator Maintenance PD	2,500	2,500			2,500	2,500
01-500-520-520	Generator Maintenance Agreement PD	500	500			500	500
01-500-520-525	HVAC Maintenance Agreement PD	900	900			900	900
01-500-520-530	Pest Control PD	350	350			350	350
01-500-520-540	Security Monitoring/Maintenance PD	2,000	2,000			2,000	2,000
01-500-520-545	Software Maint/Subsription Serv PD	8,000	12,000			12,000	12,000
01-500-520-550	Website/Domain Hosting PD	50	50			50	50
01-500-520-560	Sprinkler System Inspections PD	600	600			600	600

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01-500-520-600	<b>SUPPLIES &amp; MAINTENANCE PD</b>					-	-
01-500-520-605	Advertising PD	1,000	1,000			1,000	1,000
01-500-520-610	Office Supplies/Printing/Copies PD	3,000	3,000			3,000	3,000
01-500-520-615	Postage/Shipping PD	1,000	1,000			1,000	1,000
01-500-520-620	Miscellaneous PD					-	-
01-500-520-625	NonCapital Equipment PD	45,000	24,245			24,245	24,245
01-500-520-635	Other Supplies PD	16,500	16,500			16,500	16,500
01-500-520-640	Gas & Deisel PD	32,000	32,000			32,000	32,000
01-500-520-645	Uniforms/Clothing PD	11,000	11,000			11,000	11,000
01-500-520-650	Canine Supplies PD	2,000	2,000			2,000	2,000
01-500-520-655	Ammunition PD	10,000	12,000			12,000	12,000
01-500-520-660	Sussex Cty Revenue Grant Expenses					-	-
01-500-520-700	<b>REPAIRS &amp; MAINTENANCE PD</b>					-	-
01-500-520-705	Cleaning Service PD	7,950	8,200			8,200	8,200
01-500-520-710	Inspections - Building PD	600	600			600	600
01-500-520-715	Repairs to Machinery/Equipment PD	3,000	3,000			3,000	3,000
01-500-520-720	Repairs to Buildings - NonCapital PD	3,000	3,000			3,000	3,000
01-500-520-725	Other Repairs/Maintenance PD		2,500			2,500	2,500
01-500-520-730	Vehicle Repair/Maintenance PD	15,000	30,000			30,000	30,000
01-500-520-800	<b>UTILITIES PD</b>					-	-
01-500-520-805	Electric PD	4,000	4,000			4,000	4,000
01-500-520-815	Propane Gas PD	1,300	500			500	500
01-500-520-820	Sewer PD	2,800	3,000			3,000	3,000
01-500-520-830	Trash/Recycling PD	1,700	2,000			2,000	2,000
01-500-520-835	Water PD	3,500	3,500			3,500	3,500
01-500-520-850	<b>TELEPHONE &amp; COMMUNICATIONS PD</b>					-	-
01-500-520-851	Mobile Devices PD	15,000	15,000			15,000	15,000
01-500-520-852	Telephone & Communications PD	11,400	11,400			11,400	11,400
01-500-520-900	<b>PUBLIC RELATIONS PD</b>					-	-
01-500-520-930	Special Olympics PD					-	-
01-500-520-935	Valor Awards PD					-	-
01-500-520-938	Other PD	3,000	3,000			3,000	3,000
		<b>1,921,730</b>	<b>1,964,445</b>	<b>2,973</b>		<b>1,967,418</b>	<b>1,967,418</b>

Dept 530 Public Works

Account Id	Account Description	FY21 Adopted Budget	Draft 1 as submitted: 02/09/2021	Draft 1 to Draft 2 Revisions:	Draft 2 to Draft 3 Revisions:	Final Totals with Revisions:	FY22 Budgeted to be Introduced
01-500-530-000	<b>PUBLIC WORKS EXPENSES</b>						
01-500-530-100	<b>SALARY &amp; RELATED EMPLOYEE EXPENSES DPW</b>						
01-500-530-110	Gross Salaries DPW	83,025	96,479			96,479	96,479
01-500-530-160	Bonus DPW	560	560			560	560
01-500-530-161	Overtime DPW	5,850	6,793			6,793	6,793
01-500-530-170	Health/Hosp Insurance DPW	22,495	29,062			29,062	29,062
01-500-530-171	Dental Insurance DPW	1,350	1,934			1,934	1,934
01-500-530-172	Life/Disability Insurance DPW	460	921			921	921
01-500-530-180	Social Security ER Share DPW	5,885	6,997			6,997	6,997
01-500-530-181	Medicare ER Share DPW	1,210	1,210			1,210	1,210
01-500-530-182	Employee Retirement ER Share DPW	6,550	7,274			7,274	7,274
01-500-530-183	Unemployment Compensation DPW	595	592			592	592
01-500-530-184	Worker's Compensation Insurance DPW	5,240	4,829			4,829	4,829
01-500-530-185	State Employment Training Fund DPW	35	35			35	35
01-500-530-200	<b>OTHER EMPLOYEE RELATED EXPENSES DPW</b>						
01-500-530-205	Dues & Memberships DPW	500	300			300	300
01-500-530-210	Education/Meetings/Seminars DPW	300	300			300	300
01-500-530-215	Mileage/Travel Reimbursement DPW	200	200			200	200
01-500-530-300	<b>BUSINESS INSURANCE/BONDS DPW</b>						
01-500-530-305	Business Insurance/Bonds DPW	23,595	25,129			25,129	25,129
01-500-530-400	<b>PROFESSIONAL SERVICES DPW</b>						
01-500-530-410	Consulting Services DPW	-	-			-	-
01-500-530-415	Legal Services DPW	-	-			-	-
01-500-530-420	Engineering Services DPW	-	-			-	-
01-500-530-440	Contracted Labor DPW	30,200	24,000			24,000	24,000
01-500-530-460	Other Services DPW	-	-			-	-
01-500-530-500	<b>CONTRACTED SERVICES DPW</b>						
01-500-530-505	Computer Maintenance Contract DPW	300	300			300	300
01-500-530-530	Pest Control DPW	550	550			550	550
01-500-530-535	Rental of Machinery/Equipment DPW	750	750			750	750
01-500-530-555	Building Security Contract DPW	500	500			500	500
01-500-530-600	<b>SUPPLIES &amp; MAINTENANCE DPW</b>						
01-500-530-605	Advertising DPW	500	500			500	500
01-500-530-610	Office Supplies/Printing/Copies DPW	300	300			300	300
01-500-530-615	Mosquito Control Supplies DPW	11,000	10,500			10,500	10,500
01-500-530-625	NonCapital Equipment DPW	5,300	6,000			6,000	6,000
01-500-530-635	Other Supplies DPW	6,000	2,000			2,000	2,000
01-500-530-640	Gas & Deisel DPW	3,500	5,500			5,500	5,500
01-500-530-645	Uniforms/Clothing DPW	1,200	1,200			1,200	1,200

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01-500-530-650	Road and Street Signs DPW	4,500	4,500			4,500	4,500
01-500-530-700	<b>REPAIRS &amp; MAINTENANCE DPW</b>						
01-500-530-705	Cleaning Service DPW	-	-			-	-
01-500-530-710	Inspections - Building DPW	-	-			-	-
01-500-530-715	Repairs to Machinery/Equipment DPW	2,200	1,700			1,700	1,700
01-500-530-720	Repairs to Buildings - NonCapital DPW	1,000	1,000			1,000	1,000
01-500-530-725	Other Repairs/Maintenance DPW					-	-
01-500-530-730	Vehicle Repair/Maintenance DPW	2,000	3,000			3,000	3,000
01-500-530-733	Sidewalk Repairs DPW	150,000	150,000			150,000	150,000
01-500-530-735	Drainage Repair/Maintenance DPW	40,250	60,000			60,000	60,000
01-500-530-740	Street Maintenance DPW	1,000	55,000			55,000	55,000
01-500-530-7XX	Street Maintenance DPW - Storm Response		25,000			25,000	25,000
01-500-530-745	Street Repair & Replacement DPW	416,345	416,180			416,180	416,180
01-500-530-750	Park Expense DPW	20,000	26,500			26,500	26,500
01-500-530-800	<b>UTILITIES DPW</b>						
01-500-530-805	Electric DPW	2,500	3,000			3,000	3,000
01-500-530-815	Propane Gas DPW	1,500	500			500	500
01-500-530-820	Sewer DPW	1,000	1,000			1,000	1,000
01-500-530-830	Trash/Recycling DPW	4,000	4,000			4,000	4,000
01-500-530-835	Water DPW	1,600	2,000			2,000	2,000
01-500-530-845	Street Lights DPW	90,000	90,000			90,000	90,000
01-500-530-850	<b>TELEPHONE &amp; COMMUNICATIONS DPW</b>						
01-500-530-851	Mobile Devices DPW	1,200	1,200			1,200	1,200
01-500-530-852	Telephone & Communications DPW	2,000	2,000			2,000	2,000
01-500-530-900	<b>PUBLIC RELATIONS DPW</b>						
01-500-530-938	Other DPW	500	500			500	500
		959,545	1,081,795			1,081,795	1,081,795

# Town of Ocean View

2021 - 2022



## Section Four: Trust Fund Detail

Street Repair and Replacement Trust

Capital Replacement Trust

Emergency Repair Trust

**Draft Two: February 23, 2021**

**FY22 Budget - Recap of the Trust Fund Accounts**

RECAP below is for the 10-year period ending April 30, 2029

Balances shown are as of the end of each Fiscal Year

Fiscal Year	SRRTF	CRTF	ERTF	Projected Totals	
FY20	2,493,155	1,143,385	848,706	<b>4,485,246</b>	Actual Balances as of 04/30/2020
FY21	2,153,758	926,126	912,600	3,992,484	
FY22	1,426,604	941,677	973,033	3,341,314	
FY23	894,179	964,813	974,006	2,832,997	
FY24	476,603	1,011,543	974,980	2,463,126	
FY25	177,995	1,029,281	975,955	2,183,231	
FY26	(239,121)	1,091,527	976,931	1,829,338	
FY27	(62,621)	1,179,573	977,908	2,094,861	
FY28	664,879	1,128,318	978,886	2,772,083	
FY29	1,393,044	1,154,666	979,865	3,527,575	
FY30	1,393,772	1,149,753	980,845	3,524,371	

**Legend**

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



Town of Ocean View

Draft 02 - 02/23/2021

FY22 Budget - Analysis of Street Repair & Replacement Trust Fund (SRRTF)

Balance in SRRTF at April 30, 2020		
Total Restricted for the SRRTF - see pg. 28 audited financial statements		\$ 2,367,249
Add balance in MSA money market account at Fulton Bank		125,906
Total restricted at beginning of FY21 for street an drainage projects =		<b>\$ 2,493,155</b>

	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)		\$ 2,493,155	
FY21	115,000	312,500	718,205	2,493	(416,345)	(594,000)	\$ (477,250)	2,153,758
FY22	115,000	312,500	721,729	2,154	(416,180)	(519,100)	(943,257)	1,426,604
FY23	115,000	250,000	625,000	1,427	(690,732)	(569,120)	(264,000)	894,179
FY24	115,000	225,000	562,500	894	(608,470)	(712,500)		476,603
FY25	115,000	200,000	500,000	477	(499,084)	(615,000)	-	177,995
FY26	115,000	175,000	437,500	178	(449,539)	(695,255)		(239,121)
FY27	115,000	175,000	437,500	-	-	(551,000)		(62,621)
FY28	115,000	175,000	437,500	-	-	-		664,879
FY29	115,000	175,000	437,500	665	-	-		1,393,044
FY30	115,000	175,000	437,500	1,393	-			1,393,772
<i>Proof</i>	<i>1,150,000</i>	<i>2,175,000</i>	<i>5,314,934</i>	<i>9,680</i>	<i>(3,080,350)</i>	<i>(4,255,975)</i>	<i>(1,684,507)</i>	<i>7,174,039</i>

As of 01/31/2021, the Trust has \$3,002,728 with \$883,525 available for use in Fulton Government Interest Money Market, \$233,835 available for use in the Municipal Street Aid account, also a Fulton Government Interest Money Market, and \$1,885,368 invested with Fulton Cash Reserve Investment Management (CRIM).

**Notes**

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. These estimated annual deposits are shown on page 37 of

(a) Section Three (3) the Operating Budget Model.

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

(b) 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 -

**0.10%**

(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").



FY22 Budget - Analysis of Capital Replacement Trust Fund (CRTF)

Balance in CRTF at April 30, 2020

Total Restricted for the CRTF - see pg. 28 audited financial statements = \$ **1,143,385**

	Deposits from Transfer Tax Receipts	Projected Interest Income	Projected Capital Repairs Current Yr \$\$	Balance at end of Fiscal Year
	(a)	(b)	(c) (d)	
<b>FY20</b>				<b>\$ 1,143,385</b>
FY21	156,250	572	(374,081)	926,126
FY22	156,250	463	(141,162)	941,677
FY23	125,000	471	(102,335)	964,813
FY24	112,500	482	(66,252)	1,011,543
FY25	100,000	506	(82,768)	1,029,281
FY26	87,500	515	(25,768)	1,091,527
FY27	87,500	546	-	1,179,573
FY28	87,500	590	(139,345)	1,128,318
FY29	87,500	564	(61,716)	1,154,666
FY30	87,500	577	(66,642)	1,149,753
<i>Proof</i>	<b>1,087,500</b>	<b>5,285</b>	<b>(1,060,069)</b>	<b>1,176,101</b>

The FY21 Projected Capital Repairs includes the remaining FY20 obligation of \$165,281 and the FY21 obligation of \$208,800.

As of 01/31/2021, the Trust has \$936,036 with \$600,097 available for use in WSFS Business Money Market and 335,939 invested with WSFS in the form of a 12-month, .4% CD that will come due on 8/28/2021.

**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. These annual deposits are projected at pg. 37 of Section Three (3) of the Operating Budget Model.

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

The current interest rate estimate is -

**0.05%**

(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, FY22-26 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.

**FY22 Budget - Analysis of Emergency Reserve Trust Fund (ERTF)**

Balance in ERTF at April 30, 2020

Total Restricted for the ERTF - see pg. 28 audited financial statements = **\$ 848,706**

	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)
FY20	-	-	-	<b>\$ 848,706</b>	4,198,116	839,623
FY21	63,045	849	-	912,600	4,611,420	922,284
FY22	59,521	913	-	973,033	4,865,169	973,034
FY23		973	-	974,006	4,841,056	968,211
FY24		974	-	974,980	4,836,933	967,387
FY25		975	-	975,955	4,777,776	955,555
FY26	-	976	-	976,931	4,783,417	956,683
FY27		977	-	977,908	-	-
FY28		978	-	978,886	-	-
FY29		979	-	979,865	-	-
FY30		980	-	980,845	-	-
<i>Proof</i>	<i>122,566</i>	<i>9,573</i>	<i>-</i>	<i>980,845</i>		

The Emergency Reserve Trust is funded at just under 20% of the FY21 Operating Budget due to the drop in interest rates over the past 12 months.

As of 01/31/2021, the Trust has \$912,349 with \$605,152 available for use in Fulton Bank Government Interest Money Market and \$307,197 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 FY2021 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. The amount reflected in FY19 was adopted with the annual budget and may be revised with the Amended budget at the April 9th Town Council meeting.

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

The current interest rate estimate is -

**0.1000%**

(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.

# Town of Ocean View

2021 - 2022



## Section Five: Water System Operating Budget

**Draft Two: February 23, 2021**

**Town of Ocean View Water System**

**FY22 Budget**

**Draft 2: February 23, 2021**

**Proprietary Fund - Water System - Budget Ordinance Format**

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Water System Revenue	\$ 576,962
Water System Operating Costs	<u>\$ 341,727</u>
Excess Revenues over Operating Costs	\$ 235,235
*Debt Service - General Obligation Bonds	<u>\$ 235,235</u>
Anticipated Budget Surplus (Deficit)	<u><u>\$ 0</u></u>

Draft #1 to Draft #2 Revisions
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<b>23-Feb</b>		35,904
1 Increased Repairs and Upgrades - Waiting on estimate from Tidewater and predict that all the repairs will not be completed in FY2021.	(35,904)	-
2		-
3		-
4		-
5		-

Town of Ocean View Water System

FY22

Draft 2: February 23, 2021

Projected Revenue

Quarterly Facilities Charges:

Improved - metered lots

5/8 " meters

1 " meters

1 1/2 " meters

2 " meters

Unimproved lots

Quarterly Water Facilities Charges

6" fire service lines

Quarterly Facilities Charges

	Rate (a)	# of accts (b)	Total
5/8 " meters	\$ 107.66	770	\$ 82,898
1 " meters	172.78	4	691
1 1/2 " meters	303.00	2	606
2 " meters	463.26	7	3,243
<u>Unimproved lots</u>	97.66	141	13,770
Quarterly Water Facilities Charges		924	101,208
<u>6" fire service lines</u>	\$ 1,600.00	2	3,200
<b>Total Per Quarter</b>			<b>\$ 104,408</b>

Annualized Facilities Charges

Estimated water charge

Other revenue:

Interest

Permits, Connections, Inspections

Miscellaneous income

**Total Projected Revenue**

(c) Annual	\$ 417,633
(d)	\$ 147,000
Interest	1,200
Permits, Connections, Inspections	10,625
Miscellaneous income	500
<b>Total Projected Revenue</b>	<b>\$ 576,958</b>

**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 FY22.
- (b)** The "# of accts" is based on a January 26, 2021 report from TUI/Middlesex that shows the number of accounts being billed for each account type and meter size.
- (c)** Annualized Facilities charges (\$104,408 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.



**Town of Ocean View Water System**

**FY22**

**Draft 2: February 23, 2021**

**Projected Costs (includes debt service)**

	<u>Annual Projection</u>
<b>Debt service - based on Maturity &amp; Debt Service Schedule -</b>	<b>\$ 235,233</b>
<b>Additional Debt Service Payment</b>	<b>\$ -</b>
Balance due on notes ( <i>as of refinancing August 2018</i> ) = \$ 4,160 million	<b>\$ 235,233</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)	<u><b>33,543</b></u>
<b><u>Other Operating Costs</u></b>	
<b>(b)</b> TUI annual operation and maintenance - rate from Water Service Agreement	34,068
<b>(c)</b> TUI meter reading charges - rate from Water Service Agreement	32,100
Bulk Water Purchase	147,000
Miss Utility marking charges - based on recent history and trends	0
Advertising - to meet legal and regulatory requirements	950
Annual water sampling and quality report - regulatory requirement	750
Annual audit - separate financial statements required for Proprietary Fund	2,500
Bank Fees/Office	1,000
Dues - Delaware Rural Water Association	250
Insurance, Business	3,360
Maintenance and service calls - billed by White Marsh      Hourly rate = \$ 88.57	12,800
Professional services - Legal & Engineering, Other	9,500
Repairs & Upgrades - Hydrant "barrel extensions" & Utility Locator	35,904
Reserve for Repairs	28,000
<b>Subtotal other operating costs</b>	<u><b>308,182</b></u>
<b>Total Operating Costs</b>	<u><b>341,725</b></u>
<b>Total Projected Costs</b>	<u><u><b>\$ 576,958</b></u></u>

**Notes:**

- (a)** Projected personnel costs are based on FY22 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. FY22 is year 4 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.