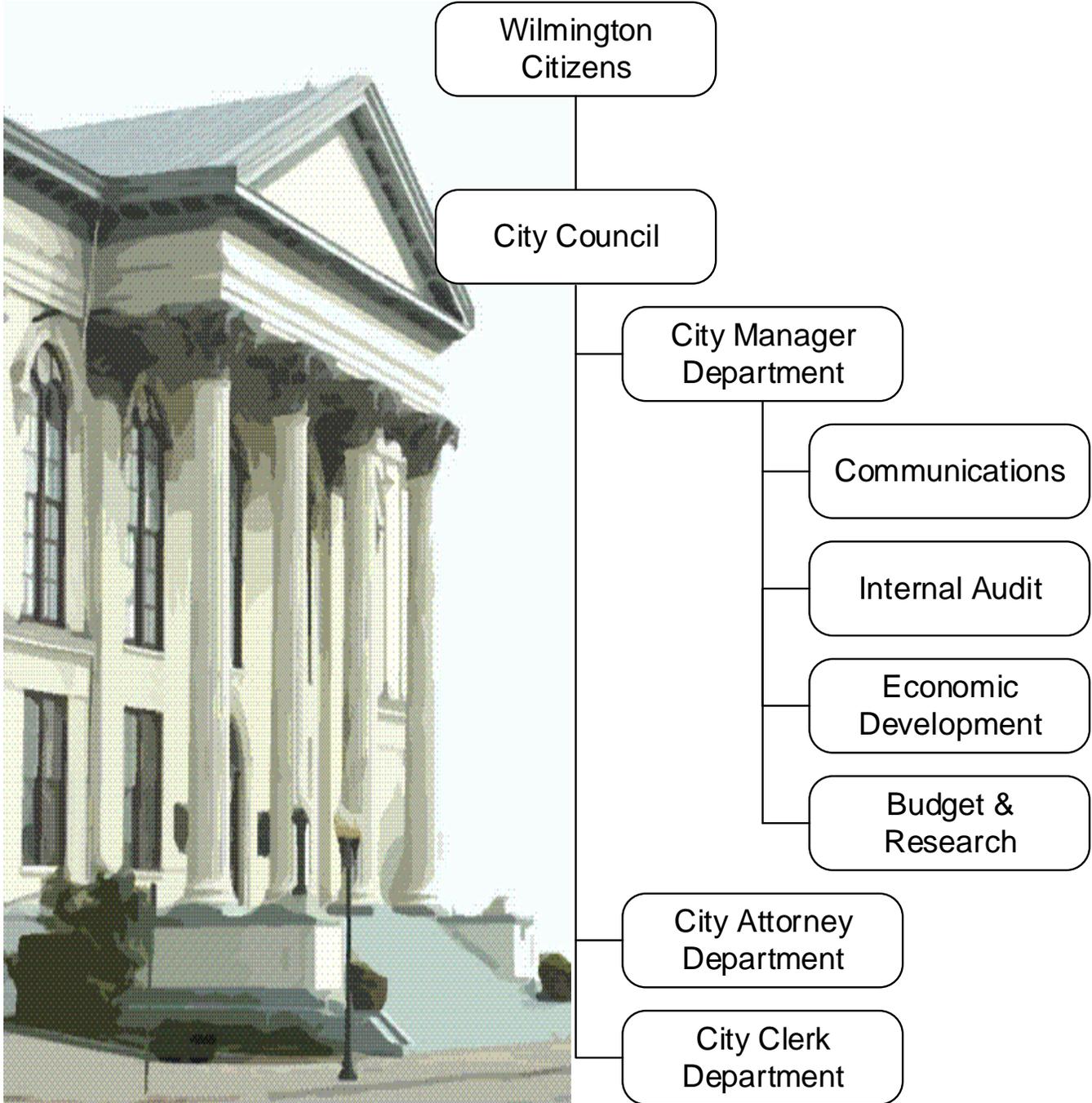


GOVERNANCE OFFICES



City Hall
102 N. Third Street
Wilmington, NC

CITY COUNCIL

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

The Mayor serves a two-year term, while the other six members of the City Council serve four-year terms. The six members of City Council serve staggered terms, with three members elected in each odd-numbered year. All members are elected at-large on a non-partisan basis.

All official actions of the City Council are taken at public meetings. City Council holds regular public meetings on the first and third Tuesday of each month. The City Council also conducts special meetings, work sessions on the City budget, and other issues of special interest.

All City Council meetings are broadcast live on cable channel 8, the City's Government Information Channel. Taped meetings are also re-broadcast several times between City Council meetings.

BUDGET SUMMARY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Category					
Personnel	121,860	123,425	123,425	124,732	
Benefits	33,012	42,664	42,714	43,225	
Operating	20,866	38,003	38,003	46,600	
Capital Outlay		-	-	-	
Total	175,738	204,092	204,142	214,557	5.1%

The FY 2016 City Council budget reflects a continuation of current services.

Increases in personnel and benefits are reflective of across the board salary raises included in the City's Compensation plan. Operating increases are related to an increase in travel allotments for each Council member.

CITY CLERK

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

BUDGET SUMMARY

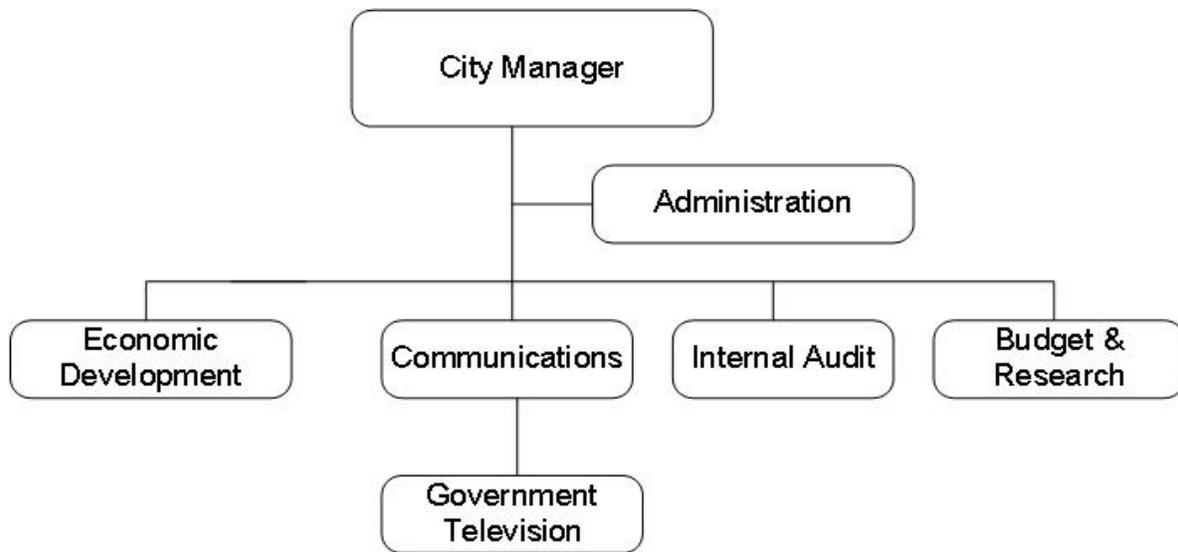
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Category					
Personnel	132,403	158,509	158,509	161,244	
Benefits	38,282	53,053	53,068	54,669	
Operating	15,102	30,600	31,344	32,224	
Capital Outlay	-	-	-	-	
Total	185,787	242,162	242,921	248,137	2.5%
Authorized Positions	3	3	3	3	

The FY 2016 City Clerk budget reflects an increase in personnel and benefits funding for the continuation of the City's compensation plan and core services.

CITY MANAGER

Mission Statement

“It is the goal of the City Manager’s Office to assist City Council in policy development, to provide effective management of the organization, and to respond to concerns of the community.”



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

CITY MANAGER

<i>Provide Sustainability and Adaptability</i>		FY 14-15 Target	FY 14-15 Actual
Goal: To implement an integrated, purposeful approach for the development of effective policies and processes.			
Objective: Prepare agendas for policy deliberation.	Measure: Number of agendas completed	22	22
Objective: Maintain an effective policy making process.	Measure: Number of days prior to the Legislative session the City legislative agenda is approved.	30	8
<i>Engage in Civic Partnerships</i>		FY 14-15 Target	FY 14-15 Actual
Goal: Maintain existing communication infrastructure to facilitate continued one-way information sharing and two-way engagement with citizens.			
Objective: To maintain the City newsletter as a source of information at 45% as measured in the biennial citizen survey.	Measure: Publish newsletter quarterly.	4	4
Objective: To provide gavel to gavel coverage of City Council and Planning Commission meetings	Measure: To cablecast and webcast 100% of all regularly scheduled City Council and Planning Commission meetings.	100%	100%
Objective: To provide timely responses to daily TV and newspaper inquiries.	Measure: Respond to routine inquiries within 24 hours.	95%	95%
<i>Foster a Prosperous, Thriving Economy</i>		FY 14-15 Target	FY 14-15 Actual
Goal: To promote business growth and development in the community.			
Objective: To facilitate regional discussion concerning economic development.	Measure: Number of meetings with regional economic development organizations.	4	8

This is a select representation from the goals, objectives, and performance measures managed by the City Manager's Department

CITY MANAGER

BUDGET SUMMARY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Division					
Administration	679,464	751,546	757,613	971,542	
Communications	406,947	439,377	463,457	510,176	
Budget Office	309,586	326,042	326,064	354,121	
Internal Audit	80,283	90,595	90,713	97,909	
Economic Development	101,445	107,480	107,488	107,955	
Allocated Costs	(15,000)	(16,100)	(16,100)	(16,210)	
Total	1,562,725	1,698,940	1,729,235	2,025,493	19%
Expenditures by Category					
Personnel	1,178,957	1,241,874	1,241,874	1,504,599	
Benefits	279,459	317,687	312,806	342,581	
Operating	116,748	155,479	173,189	160,783	
Capital Outlay	2,561	-	17,466	33,850	
Allocated Costs	(15,000)	(16,100)	(16,100)	(16,210)	
Total	1,562,725	1,698,940	1,729,235	2,025,603	19%
Authorized Positions					
Administration	6	6	6	7	
Communications	5	5	5	5	
Budget	3	3	3	3	
Internal Audit	1	1	1	1	
Development Support	1	1	1	1	
Total	16	16	16	17	

The FY 2016 City Manager's budget reflects a continuation of current services.

The budget includes funding for continuing the City's compensation plan and maintaining core services. Additional funding is also included for the creation of a second Deputy City Manager position.

CITY MANAGER

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

ADMINISTRATION

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	523,236	562,138	562,138	761,233
Benefits	117,462	136,436	131,480	149,758
Operating	38,766	52,972	52,722	53,051
Capital Outlay	-	-	11,273	7,500
Total	679,464	751,546	757,613	971,542
Authorized Positions	6	6	6	7

The FY 2016 Administrative division budget of the City Manager's budget reflects increases in personnel and benefits associated with the City's compensation plan. An additional increase is realized in personnel and benefits from the creation of a second Deputy City Manager position.

CITY MANAGER

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

COMMUNICATIONS

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	273,974	285,161	285,161	321,130
Benefits	68,884	77,557	77,594	83,890
Operating	61,528	76,659	94,429	78,806
Capital Outlay	2,561	-	6,273	26,350
Total	406,947	439,377	463,457	510,176
Authorized Positions	5	5	5	5

The FY 2016 Communications division budget reflects a continuation of current services. An increase in personnel and benefits are projected for the City's compensation plan. Capital outlay is included to fund additional lighting in Council chambers and replacement of a projection screen.

CITY MANAGER

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

BUDGET AND RESEARCH OFFICE

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	240,349	247,397	247,397	268,268
Benefits	58,191	64,504	64,526	68,224
Operating	11,046	14,141	14,141	17,629
Total	309,586	326,042	326,064	354,121
Authorized Positions	3	3	3	3

The FY 2016 Budget and Research division budget provides for the continuation of current services. Increases in personnel and benefits are due for the continuation of the City's compensation plan and the addition of a part-time administrative position.

CITY MANAGER

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

INTERNAL AUDIT

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	61,621	64,198	64,198	69,980
Benefits	15,842	18,046	18,054	19,558
Operating	2,820	8,351	8,461	8,371
Capital Outlay	-	-	-	-
Total	80,283	90,595	90,713	97,909
Authorized Positions	1	1	1	1

The FY 2016 Internal Audit division budget reflects a continuation of current services. Personnel and benefits increases are for the continuation of the City's compensation plan.

CITY MANAGER

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

ECONOMIC DEVELOPMENT

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	79,777	82,980	82,980	83,988
Benefits	19,080	21,144	21,152	21,151
Operating	2,588	3,356	3,356	2,926
Capital Outlay	-	-	-	-
Allocated Costs	(15,000)	(16,100)	(16,100)	(16,210)
Total	86,445	91,380	91,388	91,855
Authorized Positions	1	1	1	1

The FY 2016 Economic Development division budget represents a continuation of current services. Allocated costs represent personnel and operating costs for support of other activities to include: Convention Center support, hotel and adjacent area project coordination and economic opportunities. Increases in personnel and benefits are related to the continued funding of the city compensation plan.

CITY ATTORNEY

The **City Attorney** provides legal advice and assistance to the City Council, City Manager, and staff, as it relates to their official duties. The City Attorney is appointed by City Council and represents the City in all legal proceedings on behalf of the City. As legal advisor, the Attorney prepares and reviews legal documents, informs Council and staff of changes in the law affecting City operations, assists in the development of programs and procedures to ensure compliance with local, State and Federal laws, and assists in the review and enforcement of City ordinances.

BUDGET SUMMARY

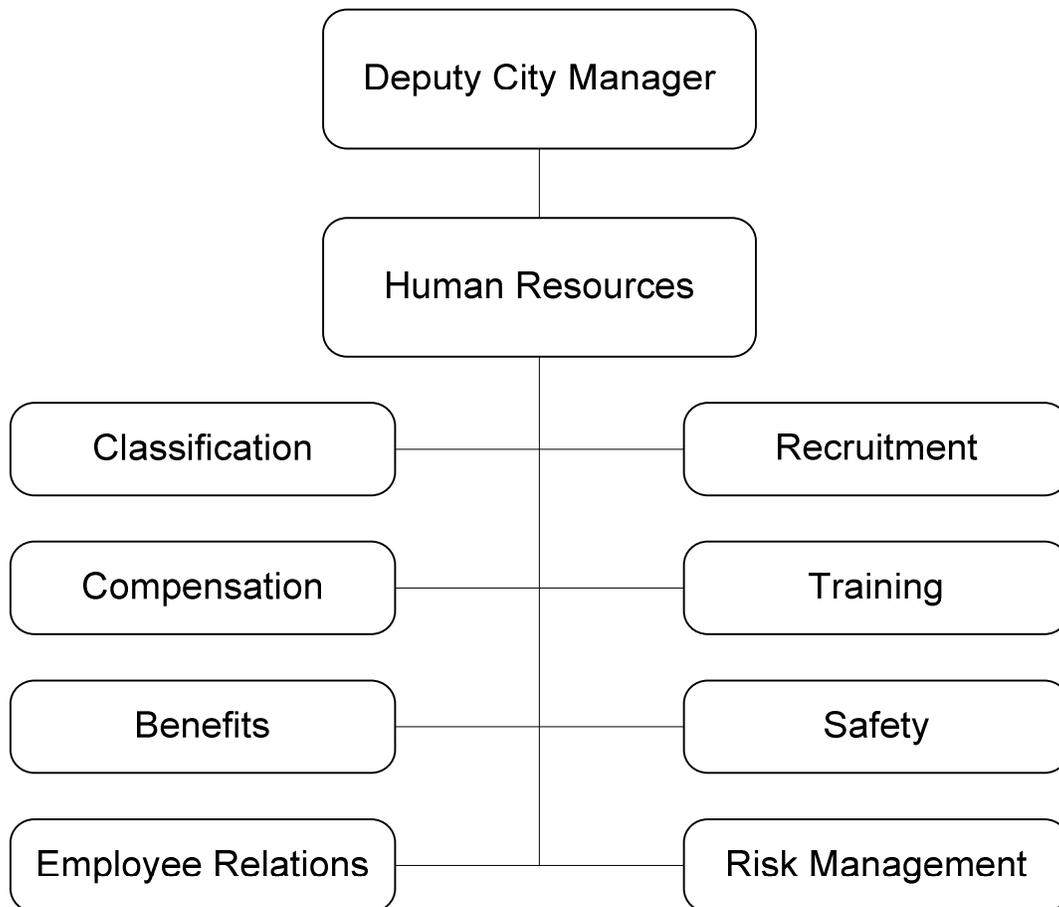
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Category					
Personnel	568,933	590,707	590,707	611,281	
Benefits	146,079	172,778	172,844	179,376	
Operating	41,143	71,166	94,970	71,653	
Capital Outlay	-	-	1,000	-	
Total	756,155	834,651	859,521	862,310	3%
Authorized Positions	9	9	9	9	

The FY 2016 City Attorney budget is increasing by 3% over the FY 2015 adopted budget. The budget continues core services as well as includes funding for the continuation of the City's compensation plan. The budget also reflects the movement of an existing Administrative Support Technician position from the City Attorney's office to the Professional Services Division of the Police Department and the creation of an additional para-legal position within the City Attorney's office.

HUMAN RESOURCES

Mission Statement

“The City of Wilmington’s Human Resource Department recognizes the driving force behind the City’s success is its employees. To better serve our customers effectively, HR prides itself on providing the framework for assuring mutual expectations of the City and its workforce are clearly articulated through quality, equitable and consistent services. HR is committed to providing the services, resources, and direction needed to support our workforce through recruitment, hiring, retention of a qualified and diverse workforce, equal employment opportunity, technical assistance, training, and risk management.”



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

HUMAN RESOURCES

<i>Provide Sustainability and Adaptability</i>		FY 14-15 Target	FY 14-15 Actual
Goal: Work in partnership with our clients to support their business outcome.			
Objective: Develop a detailed recruitment/selection plan prior to opening any recruitment.	Measure: Increase retention of new hires during probation period.	95%	85%
	Measure: Percentage of positions posted with prescreening questions.	100%	85%
Goal: Create, promote, and foster individual and organizational effectiveness by offering diverse and innovative programs that support the City's values.			
Objective: Recognize the value of our employees by providing opportunities for developing their knowledge, skills and abilities.	Measure: Percent of employees completing safety training with a goal of 100%.	100%	72%
	Measure: Percentage of participants rating training programs as useful to their job with a goal of 90%.	100%	98%
Goal: Offer a variety of wellness/personal enrichment classes.			
Objective: Provide services and programs that promote optimal health and productivity of employees.	Measure: Percentage of clinic visits related to chronic disease management.	80%	53%
	Measure: Percent participation in the annual Health Risk Assessment.	80%	70%

This is a select representation from the goals, objectives, and performance measures managed by the Human Resources Department

HUMAN RESOURCES

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

BUDGET SUMMARY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Category					
Personnel	499,499	530,787	542,492	552,985	
Benefits	114,763	132,044	132,102	131,379	
Operating	62,838	86,635	72,131	113,722	
Capital Outlay	-	-	2,400	-	
Total	677,100	749,466	749,125	798,086	6.5%
Authorized Positions	8	8	8	8	

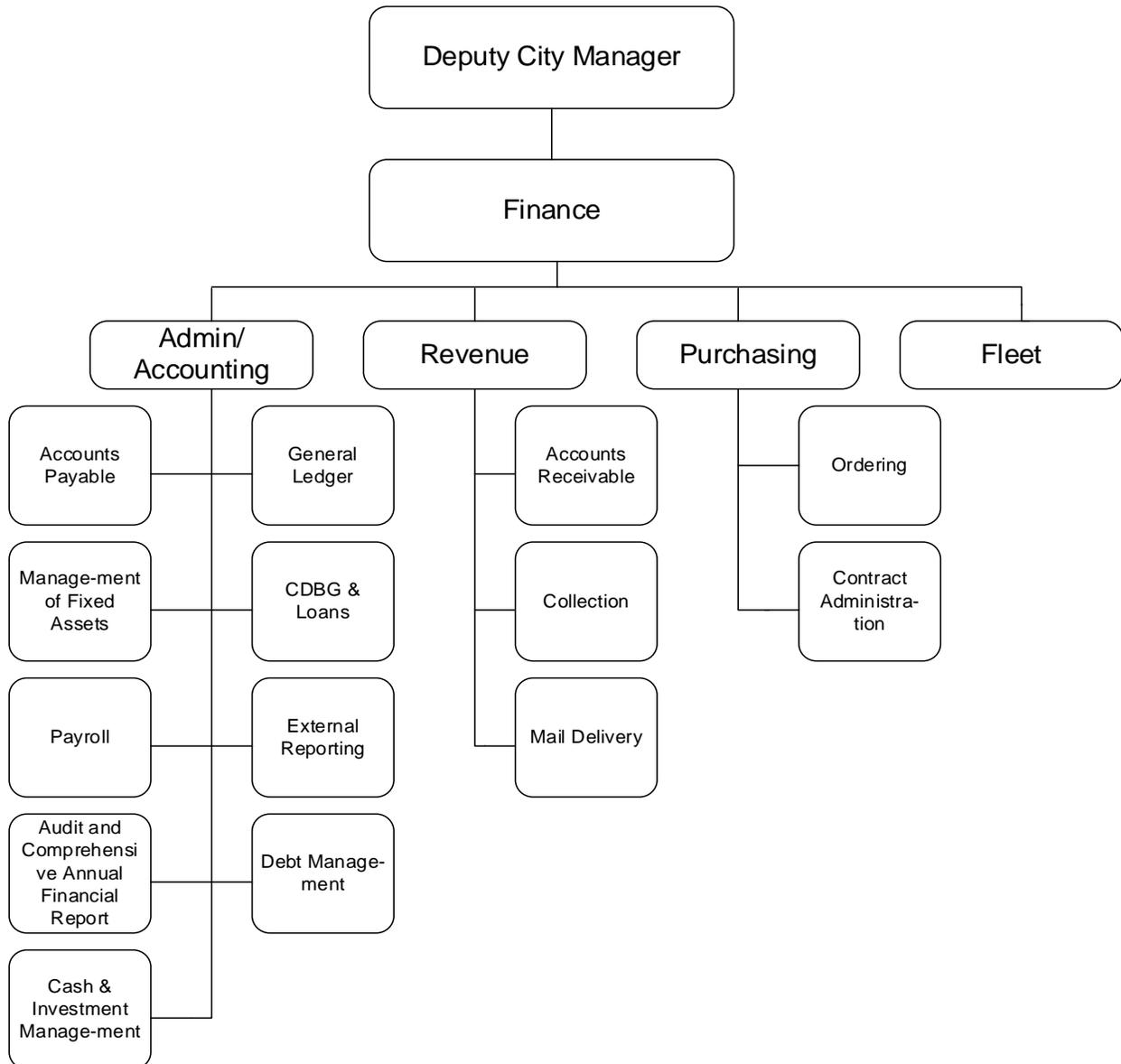
The FY 2016 Human Resources budget reflects an increase of 6.5%. The budget includes funding for continuation of the City's compensation plan and core services.

Increases in the operational budget include funding for temporary labor to assist with updating and maintaining the City's electronic personnel records. Funding is also included for a professional Market Analysis of employee compensation levels.

FINANCE

Mission Statement

“The mission of the Finance Department is to provide quality, responsive financial management services to the City organization and to ensure prudent use and maintenance of the City’s financial resources and physical assets.”



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

FINANCE

<i>Provide Sustainability and Adaptability</i>		FY 14-15 Target	FY 14-15 Actual
Goal: To provide financial, debt and cash management for all City funds in accordance with statutory requirements and generally accepted accounting principles.			
Objective: Minimize credit risk by limiting investments purchased to those types authorized by State statute.	Measure: Dollars invested during the course of the fiscal year in security types not authorized by State statute.	\$0	\$0
Objective: Minimize the concentration of credit risk by diversifying investments by security type. Limit investments in a single government agency security type to 25% of investment portfolio.	Measure: The greatest percentage of the total investment portfolio occupied by a single government agency security type.	<25%	7%.
Goal: To provide a centralized system that bills and collects in a timely and accurate manner and to maintain an environment that supports the collection of all City revenue.			
Objective: Ensure all invoices and account statements are accurately processed, generated and billed as scheduled.	Measure: Percent of available invoices and account statements processed, generated and billed as scheduled.	100%	100%
Objective: Ensure all revenue received is accurately processed and applied to the revenue item for which it is designated.	Measure: Percent of payments accurately processed and applied.	100%	99.97%
Goal: To enhance customer service to all City departments by insuring that all materials, supplies, equipment and services are acquired in a timely manner, at the best quality and value, and in compliance with all applicable procurement laws.			
Objective: Secure goods and services at the lowest possible cost to support city operations by reviewing requisitions and securing quotes for items requested.	Measure: Number of quotes received per requisition.	2-3	2-3

FINANCE

BUDGET SUMMARY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Division					
Accounting	981,661	1,150,895	1,173,429	1,295,811	
Revenue	340,127	574,082	576,697	569,205	
Purchasing	263,267	280,818	280,848	345,433	
Allocated Costs	(128,378)	(132,563)	(132,563)	(138,890)	
Total	1,456,677	1,873,232	1,898,411	2,071,559	10.6%
Expenditures by Category					
Personnel	1,121,941	1,355,049	1,316,555	1,156,921	
Benefits	295,838	411,896	412,135	569,205	
Operating	143,413	238,850	267,766	484,323	
Capital Outlay	23,863	-	34,518	-	
Allocated Costs	(128,378)	(132,563)	(132,563)	(138,890)	
Total	1,456,677	1,873,232	1,898,411	2,071,559	10.6%
Authorized Positions					
Accounting	12	12	12	14	
Revenue	8	8	8	7	
Purchasing	4	4	4	5	
Total	24	24	24	26	

The FY 2016 budget for the Finance Department provides for the continuation of current services and includes the continuation of the City's compensation plan. The 10.6% increase is primarily attributable to staffing and equipment related to the Streets and Sidewalks bond administration. One administrative position and one new contracts specialist are included in this budget. Additionally, an authorized position in Revenue was reallocated to Accounting.

Staff costs associated with the management and reporting of the City's debt are shown as a credit for allocated costs. These expenditures are allocated to the Debt Service Fund.

FINANCE

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

ACCOUNTING

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	702,440	785,650	756,850	889,920
Benefits	187,044	231,671	231,824	280,719
Operating	78,772	133,574	174,660	125,172
Capital Outlay	13,405	-	10,095	-
Allocated Costs	(128,378)	(132,563)	(132,563)	(138,890)
Total	853,283	1,018,332	1,040,866	1,156,921
Authorized Positions	12	12	12	14

Funding for the Accounting division in the Finance Department for FY 2016 provides for the continuation of current services. It also provides for increases in personnel and benefits related to the City's compensation plan as well as the addition of an administrative position. Staff costs associated with the management and reporting of the City's debt are shown as a credit to the Accounting division expenses. These expenditures are being allocated to the Debt Service Fund. An authorized position was moved from the Revenue section into the Accounting section to show the true representation of work tasks.

FINANCE

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

REVENUE

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	214,005	354,738	345,044	345,971
Benefits	59,611	125,750	125,806	107,744
Operating	56,053	93,594	81,424	115,490
Capital Outlay	10,458	-	24,423	
Total	340,127	574,082	576,697	569,205
Authorized Positions	8	8	8	7

Funding for the operation of the continued collection of all City receivables and permits are reflected in the FY 2016 Revenue division. Increases in operating expenditures are associated with the budgeting of funds for an increase in legal filing fees to pursue delinquent debts owed to the City. An authorized position was reallocated to the Accounting section from the Revenue section to show the true representation of work tasks.

FINANCE

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

PURCHASING

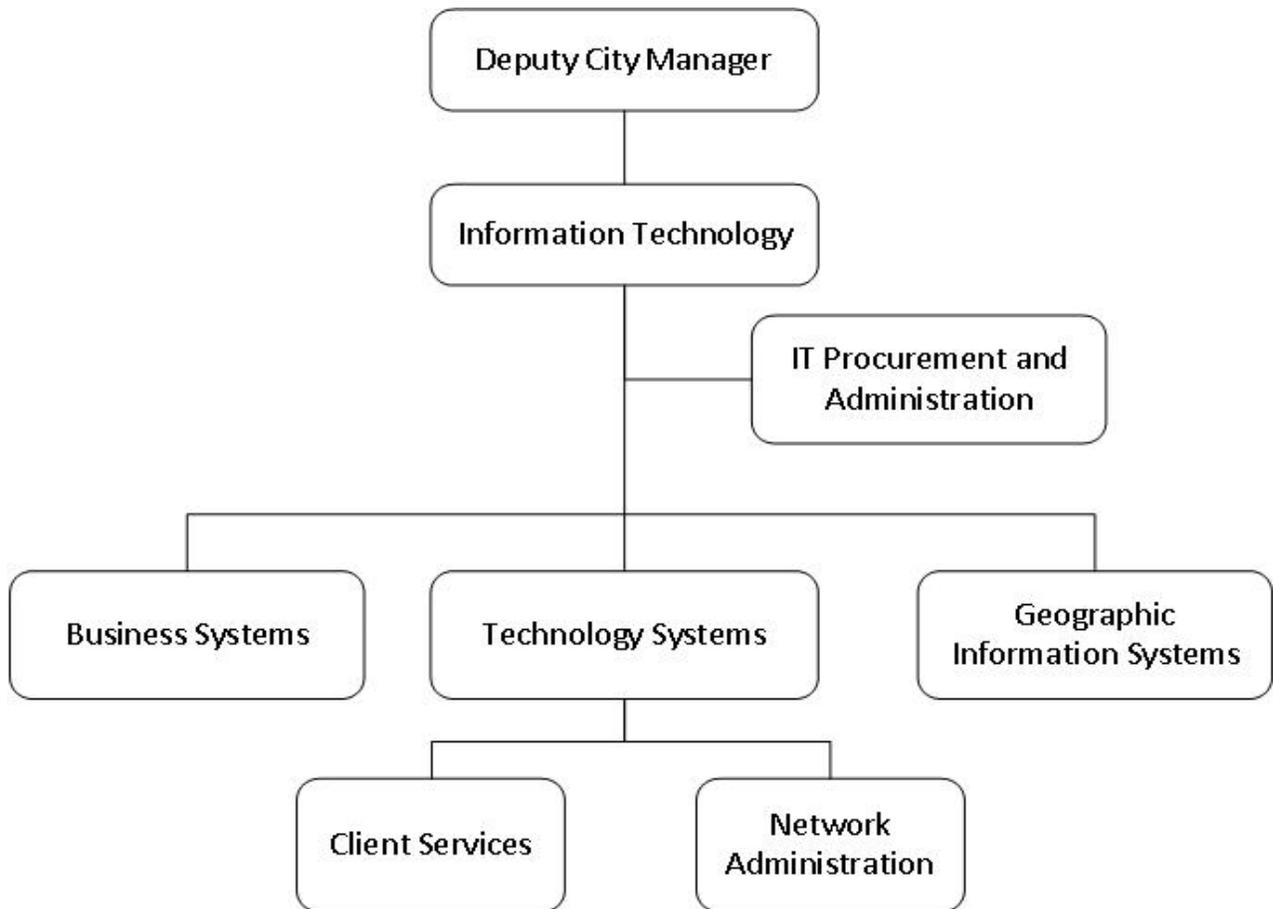
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Expenditures by Category				
Personnel	205,496	214,661	214,661	256,900
Benefits	49,183	54,475	54,505	72,009
Operating	8,588	11,682	11,682	15,373
Capital Outlay	-	-	-	1,151
Total	263,267	280,818	280,848	345,433
Authorized Positions	4	4	4	5

The FY 2016 Purchasing division personnel and benefits budget provides for a new contracts specialist position. Additionally, the budget provides for the continuation of current services and includes the continuation of the City's compensation plan.

INFORMATION TECHNOLOGY

Mission Statement

“The mission of the Information Technology department is to champion the use of technology for the continual improvement of processes and systems that allow the City to provide quality services to our Citizens.”



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

INFORMATION TECHNOLOGY

<i>Provide Sustainability and Adaptability</i>		FY 14-15 Target	FY 14-15 Actual
Goal: Improve the overall efficiency of the City by standardizing applications and common data elements.			
Objective: Determine the best enterprise solution for Microsoft Office products	Measure: All City supported computers will have the same operating system and version of Microsoft Office products.	100%	99%
Objective: Review duplication in multiple applications in the City	Measure: Complete an analysis of any duplication in the applications currently used throughout the City of Wilmington.	100%	50%
Objective: Identify common data elements within and between enterprise applications	Measure: A glossary of common data elements and the applications they belong to	100%	50%
Goal: Build out the City's IT infrastructure to ensure that the City is able to function at optimal levels, meet potential interruptions in service with a minimum of down time, and plan for recovery operations if and when they are necessary.			
Objective: Provide a high degree of Information Technology system reliability	Measure: Percent of Network Outages within the department's control	98%	99%
Objective: Reduce the down time for any outages within the department's control	Measure: Average length of time for any network outages due to City configuration	< 1 hour	< 30 minutes

INFORMATION TECHNOLOGY

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

BUDGET SUMMARY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted	% Change FY 14-15 to FY 15-16
Expenditures by Category					
Personnel	1,008,140	1,153,943	1,153,943	1,167,482	
Benefits	265,360	300,836	300,938	332,491	
Operating	790,189	812,789	817,353	794,364	
Capital Outlay	7,984	16,000	15,500	5,400	
Total	2,071,673	2,283,568	2,287,734	2,299,737	0.7%
Authorized Positions	14	16	16	17	

The FY 2016 Information Technology budget includes an increase of less than 1%. This budget includes the addition of a computer support analyst position. Additional staff was identified as a need by the department as well as the Information Technology study conducted by the UNC School of Government. The increase in staff and compensation adjustments have been offset by a restructuring of the departments positions during FY 2015 and a portion of the city-wide technology costs transferred to the Technology Fund.



SUNDRY APPROPRIATIONS

NONDEPARTMENTAL

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Employee Recognition	-	17,000	11,300	12,000
City Facilities Storm Water	100,777	90,000	90,000	120,000
City Newsletters	73,156	93,000	88,950	85,000
Facilities Insurance	592,175	702,251	640,122	685,231
Unemployment Compensation	295,333	65,000	33,983	65,000
Workers' Compensation Claims	34,891	99,500	99,500	99,500
Dues - Associations	82,508	81,508	86,575	102,660
Claims Against the City	118,460	90,000	220,000	90,000
City Advertising	1,073	10,000	10,000	10,000
Medical Insurance - Regular	-	770,696	697,493	581,726
Medical Insurance - Retiree	1,102,950	1,450,000	1,450,000	1,450,000
New Hanover County Tax Collections	397,941	396,677	408,272	411,823
Independent Audit	71,500	65,000	133,500	82,000
Employee Parking	64,800	84,525	84,525	84,525
Municipal Elections	53,035	-	-	70,000
Actuarial Studies	633	7,200	8,050	650
United Way Fund Raising Campaign	500	500	500	500
Wellness Program	2,517	2,500	8,783	2,500
City-Wide Training	1,332	20,000	10,000	20,000
City-Wide Tuition Reimbursement	28,332	30,000	30,000	30,000
Retirement Payout Estimate	-	100,000	100,000	100,000
Records Retention	5,768	30,000	20,000	30,000
City Streets Storm Water	1,912,915	2,073,600	2,073,600	2,247,782
Strategic Planning	-	35,000	35,000	-
Technology Projects	72,910	-	5,267	-
Rent - Coast Guard Spaces	18,000	29,250	29,250	29,250
Payments to NCDOT	-	-	12,475	-
Bank Service Fees	37,368	40,600	40,600	40,600
City-Wide Intern Pool	19,922	16,250	16,250	61,250
Convention Center Hotel Costs	320,973	-	109,393	-
Economic Development Initiatives	-	-	10,000	50,000
City Marketing	-	15,000	15,000	15,000



FY 2015-16 Adopted Budget
GENERAL GOVERNMENT

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Legislative Affairs	31,008	60,000	60,000	50,000
Miscellaneous	1,372	30,000	22,596	30,000
SOG Benchmarking Study	10,000	-	-	-
Council Technology	13,961	-	-	-
Leadership Development	6,070	17,000	11,933	17,000
Office Space Assessment	15,829	-	21,992	-
Office Space Lease/Leasehold Improvements	-	-	-	220,000
DMV Tax Collection Fees	68,912	99,678	103,899	99,678
Cost Recovery Agreements	5,506	-	-	-
Vision Self Insurance	(15,063)	2,000	2,000	-
Dental Self Insurance	(13,110)	18,000	18,000	-
Disease Management	364,763	326,453	331,453	360,000
HRA Retiree and Administrative Fees	34,615	66,833	66,833	66,833
FSA Administrative Fees	16,000	16,350	16,350	16,002
Employment Medical	92,608	100,000	100,000	100,000
Employee Assistance Program	9,005	9,800	9,800	9,527
OPEB Contribution Trust	-	-	416,423	-
Retiree Health Claims Audit	-	800	800	800
Health Claims Audit	-	800	800	800
Separation Allowance Police	250,000	250,000	250,000	250,000
Fire Assessment Study	20,000	-	-	-
Municipal Service District Assessment	-	-	-	30,000
Burn Pit Costs	-	-	16,515	-
Wave Transit Subsidy	1,285,000	1,442,822	1,442,822	1,442,822
Voluntary Annexation Costs	-	-	1,000	-
Special Purpose Grant Match	-	100,000	52,070	100,000
Allocated Costs	(1,294,633)	(1,438,710)	(1,438,710)	(1,521,077)
Total	6,311,612	7,516,883	8,084,964	7,849,382

The FY 2016 General Fund Nondepartmental budget includes funding for general City expenditures not attributable to a specific City department. Some highlights for the allotments are as follows:

An increase in the expense for Storm Water fees associated with City-owned streets includes a 5.9% increase in the Storm Water utility rate from \$6.83 to \$7.24.

Funding for the creation of a City intern fellowship program.

Funding for additional office space and potential leasehold improvements.



FY 2015-16 Adopted Budget
GENERAL GOVERNMENT

Funding for WAVE Transit was budgeted at their FY 2015 level for operating and also includes the second and final payment of the agreed upon \$157,822 for the establishment of a fund balance.

Allocated costs represent a credit for overall General Fund expenditures in support of non-General Fund activities such as Storm Water, Solid Waste, Golf and Parking. The offsetting expense for these services is found in each of the respective enterprise funds.



SUNDRY APPROPRIATIONS

The City provides funding to outside agencies through the General Fund, Community Development Block Grant, and HOME Investment Partnership funds that provide services consistent with the City Council's strategic focus areas, Department of Housing and Urban Development (HUD) national guidelines, and the priorities of the City's Five-year Consolidated Plan for CDBG/HOME. Applications for these funds are considered through a competitive process for two consecutive years of funding that is appropriated annually by City Council through the budget process. FY 2016 is the second year of the biennial process.

COMPETITIVE PROCESS AGENCY APPROPRIATIONS

Competitive Process Agencies - General Fund

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

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Coastal Horizons	37,050	66,180	97,030	66,180
Domestic Violence	6,700	-	-	-
Elderhaus	19,000	19,231	19,231	19,231
Carousel Center	9,500	-	-	-
Phoenix Employment Ministries	9,000	15,000	15,000	15,000
Kids Making It Woodworking	14,250	30,288	30,288	30,288
Brigade Boys & Girls Club	23,750	70,819	70,819	70,819
American Red Cross	9,500	10,000	10,000	10,000
Good Shepherd Ministries	20,866	-	-	12,487
Cape Fear CDC	18,896	-	-	-
Food Bank of North Carolina	14,250	14,853	14,853	14,853
Cape Fear Area United Way	20,000	30,000	30,000	30,000
Wilmington Coastal Boxing	-	10,000	10,000	10,000
Communities in Schools in Cape Fear	9,000	19,808	19,808	19,808
Ability Garden	3,063	6,500	6,500	6,500
Historic Wilmington Foundation	-	11,723	11,723	11,723
Aging in Place Downtown	-	8,998	8,998	8,998
Cape Fear Literacy Council	9,500	13,581	13,581	13,581
LINC - Leading Into New Communities	33,087	36,972	38,541	36,972
AME Zion Housing CDC	-	25,330	25,330	25,330
Cape Fear Housing Land Trust	21,250	21,767	21,767	21,767
First Fruit Ministries	13,399	-	-	-
Dreams	16,625	20,000	20,000	20,000
Wilmington Residential Adolescent Achievement	9,000	22,844	22,844	22,844
Community Boys and Girls Club	-	20,000	20,000	20,000
Total Competitive Process Agencies - General Fund	317,686	473,894	506,313	486,381



FY 2015-16 Adopted Budget
GENERAL GOVERNMENT

Competitive Process Agencies - CDBG

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

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Domestic Violence Shelter & Services, Inc.	31,907	32,151	32,151	32,151
Good Shepherd Ministries/Wilmington Interfaith	121,010	114,107	114,107	101,620
Leading Into New Communities (LINC)	6,650	10,597	10,597	10,597
Coastal Horizons Center	30,117	-	-	-
First Fruit Ministries	7,135	21,535	21,535	21,535
Total Competitive Process Agencies - CDBG	196,819	178,390	178,390	165,903
Grand Total Competitive Process Agencies	514,505	652,284	684,703	652,284

CIVIC DEVELOPMENT PARTNER AGENCY APPROPRIATIONS

The City also provides funding to other agencies through the General Fund such as those that provide economic and physical development, as well as cultural and recreational programs that enhance the area and quality of life for its citizens. These agencies are considered by City Council annually through the budget process and do not go through the application process.

<u>Civic Development Partner Agencies</u>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Wilmington Business Development	84,815	86,087	86,087	87,551
Wilmington Downtown, Inc.	64,252	95,216	95,216	66,325
Wilmington Regional Film Commission	115,766	117,502	117,502	119,500
Entrepreneur Center	-	70,000	140,000	70,000
Cape Fear Future	20,000	15,000	15,000	20,000
Cucalorus Film Foundation	12,000	12,000	12,000	20,000
Arts Council	25,000	25,000	25,000	25,000
Cameron Art Museum	-	10,000	10,000	-
Wilmington Jewish Film Festival	-	-	-	2,000
Total Civic Development Partner Agencies	321,833	430,805	500,805	410,376



FY 2015-16 Adopted Budget
GENERAL GOVERNMENT

OTHER GENERAL FUND AGENCY APPROPRIATIONS

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

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Battleship Fireworks	-	10,000	30,000	30,000
Thalian Hall Center for the Performing Arts	127,500	129,540	129,540	131,742
Martin Luther King, Jr. Celebration	-	2,000	2,000	-
Community Arts Center	53,700	53,700	53,700	53,700
Flemington Soccerplex	-	-	35,000	-
Wilmington Black Expo	-	1,000	1,000	-
Council of Governments - Continuum of Care	-	-	-	50,000
Kids Making It Summer Jobs Program	-	-	-	50,000
Cape Fear Community College	-	100,000	100,000	-
Children's Museum of Wilmington	-	-	-	10,000
Forgivable Loans	15,000	-	-	-
Affordable Housing Summit	10,000	7,000	7,000	7,000
<i>Boards and Commissions</i>				
Cape Fear Council of Governments	18,035	20,044	20,044	20,044
City Boards	4,903	6,500	16,000	6,500
Port, Waterway and Beach Commission	6,828	-	-	-
Sister City Commission	2,134	2,500	2,500	2,500
Total Other Agencies	238,100	332,284	396,784	361,486
GRAND TOTAL AGENCIES FUNDED THROUGH THE:				
GENERAL FUND	877,619	1,236,983	1,403,902	1,258,243
COMMUNITY DEVELOPMENT BLOCK GRANT	196,819	178,390	178,390	165,903
TOTAL AGENCY FUNDING	1,074,438	1,415,373	1,582,292	1,424,146



SUNDRY APPROPRIATIONS

CONTINGENCY

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Contingency	-	100,000	74,561	100,000
Contingency For Economic Development	-	50,000	50,000	100,000
Total	-	150,000	124,561	200,000

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

ECONOMIC INCENTIVES

Pharmaceutical Product Development (PPD)	121,563	125,000	125,000	125,000
Castle Branch	-	50,000	50,000	50,000
Live Oak Bank	-	50,000	50,000	50,000
Wrightsville Beach Galleria	-	-	-	7,224
Miscellaneous Incentives - ILM	-	50,000	50,000	-
Total	121,563	275,000	275,000	232,224

Incentive payment agreements with PPD, Castle Branch, Live Oak Bank, and ILM are funded for FY 2016. Also included is a contractual payment to the Town of Wrightsville Beach for the annexation of the Galleria property.

SUNDRY APPROPRIATIONS

TRANSFERS

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Adjusted	FY 15-16 Adopted
Transfer to Debt Service Fund	9,334,832	9,334,832	9,334,832	9,334,832
Special Purpose Fund	707,114	672,608	732,829	717,855
CD/HM Grant & Loan Administration	165,778	275,723	275,723	184,096
Capital Projects Streets and Sidewalks	456,232	-	403,731	-
Capital Projects Parks and Recreation	-	-	345,355	-
Capital Projects Public Facilities	2,733,717	-	330,000	-
Capital Projects Public Improvements	6,250	-	30,000	-
Technology Replacement	480,000	480,000	480,000	480,000
Solid Waste Management	1,775,000	-	-	-
Rehabilitation Loan Fund	-	100,000	100,000	-
Total	15,658,923	10,863,163	12,032,470	10,716,783

The FY 2016 Sundry Transfers budget provides for approximately \$9.3 million to the Debt Service Fund, which represents existing debt service previously incorporated into the property tax rate. This level of funding will continue until that debt is retired.

Transfers to the Special Purpose Fund moves funding into life-to-date projects for various programs. The budget for FY 2016 includes:

Safelight	\$150,000
S.A.B.L.E.	161,201
Metropolitan Planning Administration	395,654
Downtown Business Alliance	11,000

The Metropolitan Planning Administration is the Transportation Planning division from the Planning, Development and Transportation Department.

The General Fund subsidizes the community development activities in the CD/HM Grant and Loan Administration Fund, which is funded primarily with Community Development Block Grant and HOME funds from the federal government. The General Fund contribution for FY 2016 is 23% of the total allotment for these activities.

The \$480,000 to the Technology Replacement Fund provides for the costs associated with the City's transition to a hosted environment also known as cloud computing.