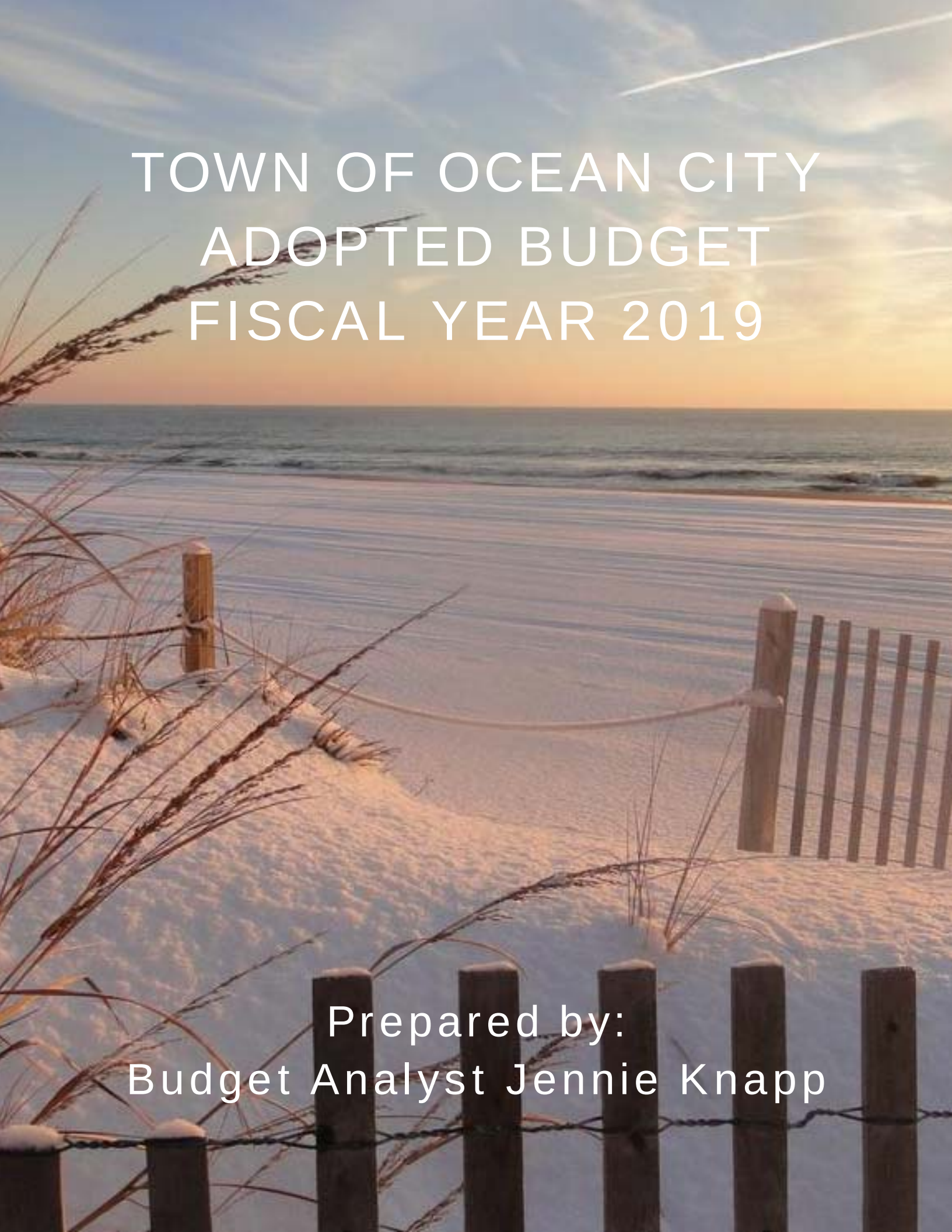


# TOWN OF OCEAN CITY
# ADOPTED BUDGET
# FISCAL YEAR 2019

Prepared by:
Budget Analyst Jennie Knapp

TOWN OF OCEAN CITY MARYLAND
FOUNDED 1875

# TOWN OF OCEAN CITY, MARYLAND

# ADOPTED BUDGET

# FISCAL YEAR 2018-2019


Richard W. Meehan
Mayor

Lloyd Martin
Council President

Mary P. Knight
Council Secretary

Dennis W. Dare
Council Member

Anthony J. Deluca
Council Member

John Gehrig Jr.
Council Member

Wayne A. Hartman
Council Member

Matthew M. James
Council Member

Douglas Miller
City Manager

Jennie T. Knapp
Budget Manager



Prepared by
Town of Ocean City
City Manager's Office
P.O. Box 158
Ocean City, Maryland 21843
410-289-8887

TOWN OF OCEAN CITY MARYLAND
FOUNDED 1875

# TABLE OF CONTENTS
FY19 ADOPTED BUDGET


Introductory Section……. 1

General Fund…… 7

General Fund Revenue/Expenditure Graph……. 8
General Fund Summary……... 9
Legislative and Administrative…… 12
Engineering and Beach Replenishment…… 14
Planning and Community Development…….. 16
Police…… 22
Communications, Electronics, and Emergency Management…….. 26
Fire…… 28
Fire/Emergency Medical Services…… 30
Fire Marshal…….. 32
Public Works Administration and Construction…… 36
Public Works Maintenance Division…… 38
Solid Waste and Transfer Station ……..…… 40
Recreation……. 46
Parks……. 48
Beach Patrol…….. 50
Town Sponsored Festivals…… 52
Tourism Promotion, …….. 54
Miscellaneous…… 56

Enterprise Funds…… 58

Water……. 60
Wastewater…… 64
Transportation…… 66
Airport……... 70
Golf Course…… 74
Convention Center and Museum……. 78

Internal Service Funds……... 82

Information Technology…… 84
Service Center and Impound Lot……... 86
Vehicle and Equipment Trust…… 88
Risk Management…….. 90

Supplementary Information…….. 93

Budget Ordinance…….. 99

TOWN OF OCEAN CITY MARYLAND
FOUNDED 1875

To: The Honorable Mayor and Members of the City Council

From: Doug Miller, City Manager

Re: FY19 Budget Message

Date: June 1, 2018

To the Honorable Mayor and City Council of Ocean City as well as to our citizens and taxpayers: I am delighted to outline and review the adopted Budget for Fiscal Year 2019. I wish to thank our Budget Manager, Jennie Knapp who did the hard work in making this budget balance. I would also like to thank our department heads for their thorough and thoughtful budget submissions and for their presentations before the Mayor and Council.

As a matter of quick review, the "budget" is actually a collection of separate accounting units referred to as "funds". The budget that typically gets the most attention is the General Fund Budget. This is the budget that is supported by property tax, state-shared revenue and fees. These revenues fund services such as public safety, public works, tourism, solid waste, planning and zoning, recreation and parks and the various administrative and support functions. In addition to the General Fund, Ocean City has six enterprise funds: Water, Wastewater, Transportation, Eagles Landing Golf Course, the Ocean City Airport and the Convention Center. These budgets are supported by the fees that are charged for the services provided under these funds. The Transportation, Airport and the Convention Center Enterprise Funds require annual contributions from the General Fund to make them balance. The Town also has Internal Service Funds and Fiduciary Funds in its budget. The total expenditures for all of these funds for FY 19 is just under $130 million. As established in the Maryland Code, the fiscal year (FY) begins on July 1 and ends on June 30, and FY's are numbered in the year that they end.

The FY 19 General Fund Budget is balanced with just over $85 million in both revenue and expenditure. The real property tax rate stayed exactly the same as in FY 18. In past budgets we have paid considerable attention to the Constant Yield Tax Rate (CYTR) which simply stated is the tax rate that will yield the same exact property tax revenue as the year before. In the last two budgets we reduced the tax rate to the CYTR and balanced those General Fund budgets through a combination of reducing expenditures and using other revenue sources. In most cases from year to year the CYTR reduces since the assessable base typically

increases and as such requires a lower tax rate to produce the same amount of revenue as in the year previous. For FY 19 that trend reversed as our assessable base decreased. We were able to able to keep the tax rate at the same level as FY 18 even though the CYTR would have allowed a slight increase in the property tax rate, and would have yielded $96,550 in additional property tax revenue. For FY 19, one penny on the tax rate generates $877,725 in revenue.

Real Property Taxes provide just over 48% of the revenue needed to fuel the General Fund. The Real Property taxes collected today are actually less than were collected a decade ago. The amount of the General Fund budget, which is funded by property taxes, also has been declining since FY ’09 while revenues, such as Room Tax, have significantly increased. In FY 19, the Room Tax estimate is $15,575,250. Other taxes received by the General Fund include State Shared revenue such as Highway User Revenue ($131,427), State Aid for Police Protection ($448,765), emergency management grants ($122,000), Admissions Tax ($1,425,000) and slots and casino revenue ($680,000). Other revenue sources include planning and zoning fees ($145,032), building permit fees ($925,000) and cable TV franchise fees ($1,120,000).

The Water Enterprise Fund and the Wastewater Enterprise Fund are primarily supported by water and sewer rates broken down into fixture charges and usage rates. For FY 19, the water usage rates will stay at the FY 18 level at $4.00 per 1000 gallons. Sewer fixture charges will increase from $9.25 to $9.45. These increases reflect the recommendations of a study previously conducted by the Town’s Finance Department, and support necessary capital improvements in these funds.

It should be noted that budgets are at best estimates. It is impossible to forecast with 100% certainty how much will be collected in taxes and fees. It is also impossible to look ahead eighteen months from the beginning of the budget process and predict all pressures placed upon the Town due to events, equipment failures or emergencies. For that reason we are conservative in our estimates. If we are fortunate enough to have a fiscal year where revenue is more than forecast, and without unforeseen significant or emergency expenditures, any surplus will be used for two purposes. The first will be to maintain a balance of at least 15% of General Fund expenditures for emergency expenditures. The second purpose will be to reinvest in the town by way of capital projects. And while the Town does a better job than many municipalities addressing infrastructure, our capital needs are greater than the available revenue to fund them. In the fall of 2017, the Mayor and Council participated in a Strategic Planning process. As a result of that effort, the Council would like to increase, over time, the fund balance from 15% to 20% to be better able to react to a manmade or natural disaster if either were to occur.

Budgets are far more than a financial document; the priorities of the Mayor and Council are directly reflected in the annual budget. To meet those priorities, the Town will dedicate significant resources in many different areas for our four distinct constituencies to make Ocean City the special place that it is. Most Maryland municipalities have generally two constituencies; their residents and their businesses. Ocean City adds two more constituencies with our non-resident property owners and with our eight million visitors per year. While much of what we do and what we spend benefits all constituencies, some of what we do favors a particular segment of the people that we serve.

For our residents, we own and maintain a world class park system. We have an exciting and diverse array of recreational programs in these facilities. We have outstanding fire and EMS services which can respond to emergencies in a matter of minutes. We invest heavily and consistently in maintaining our roadways and in dredging our canals. And for the resident property owner we have set the Homestead Property Tax Credit at 0%, which means that the taxable assessed property value will never increase, resulting in lower tax bills for resident property owners.

Clearly Ocean City's key industry is tourism and we have many enhanced and unique services to support our visitors. The FY 19 budget invests in maintaining the beach and Boardwalk that make Ocean City so popular. Cleanliness and keeping our facilities in top condition is paramount to this effort. For FY 19 we will complete the first phase of a two phase project that will limit vehicular access onto the Boardwalk. The estimated cost for both phases is $1.3 million. No resident or visitor wants to go anywhere that they don't feel safe. To ensure that we make Ocean City safe for all, the Town will spend $35.2 million in public safety in FY 19 which includes police, fire/EMS, communications and emergency management. Our ten-mile beach is protected by our Beach Patrol so $2.3 million has been dedicated to this effort. Spending for tourism will increase by $36,278 in this fiscal year to $6.1 million. We will further invest $2.3 million in Special Events which have proven to be a successful draw of visitors to our resort. One popular and greatly improved Town service is our transit system. The FY 19 budget will dedicate $1.3 million from the General Fund for that purpose.

Ocean City is clearly the most unique municipality in Maryland. No other town or city has the ongoing pressure upon it to provide top notch services every day. While other jurisdictions can reduce services or put off capital projects, Ocean City cannot. We must sparkle every day. The FY 19 budget reflects the Town's strong commitment to serve our citizens, to serve our businesses, to serve our non-resident property owners and to serve the millions of visitors who enjoy Ocean City every year.

TOWN OF OCEAN CITY MARYLAND
FOUNDED 1875

# INTRODUCTORY SECTION

# TOWN OF OCEAN CITY
# FY 2019
# CALENDAR OF BUDGET PROCESS

| | |
|---|---|
| **08/10/17** | **Convention Center FY 19 Budget due to the Maryland Stadium Authority** |
| **09/11/17** | **Budget Packets and calendar of Departmental budget meetings forwarded to Departments** |
| **10/13/17** | **IT requests and back-up due to Nancy Bloxom<br>Personnel requests and back-up due to Wayne Evans<br>Vehicle requests and back-up due to Ron Eckman and Catrice Parsons** |
| **12/04/17** | **Departmental Budgets updated to City Manager level** |
| **12/14/17** | **Risk Management budget meeting with City Manager** |
| **02/10/18** | **Approximate Receipt of Property Tax Revenue Forecast for FY 2019** |
| **01/05/18-02/22/18** | **City Manager Review Process** |
| **04/10/18** | **City Manager Budget Proposal to Council at Council work Session** |
| **04/11/18-04/19/18** | **Review of City Manager Budget Proposal, Public Requests and Recommendations by Mayor and Council** |
| **05/01/18** | **Final FY 19 Budget Wrap-Up at Council work session** |
| **05/07/18** | **Public Hearing on Constant Yield Tax Rate<br>1st Reading of the FY 2019 Budget** |
| **05/21/18** | **2nd Reading of the FY 2019 Budget** |

## TOWN OF OCEAN CITY

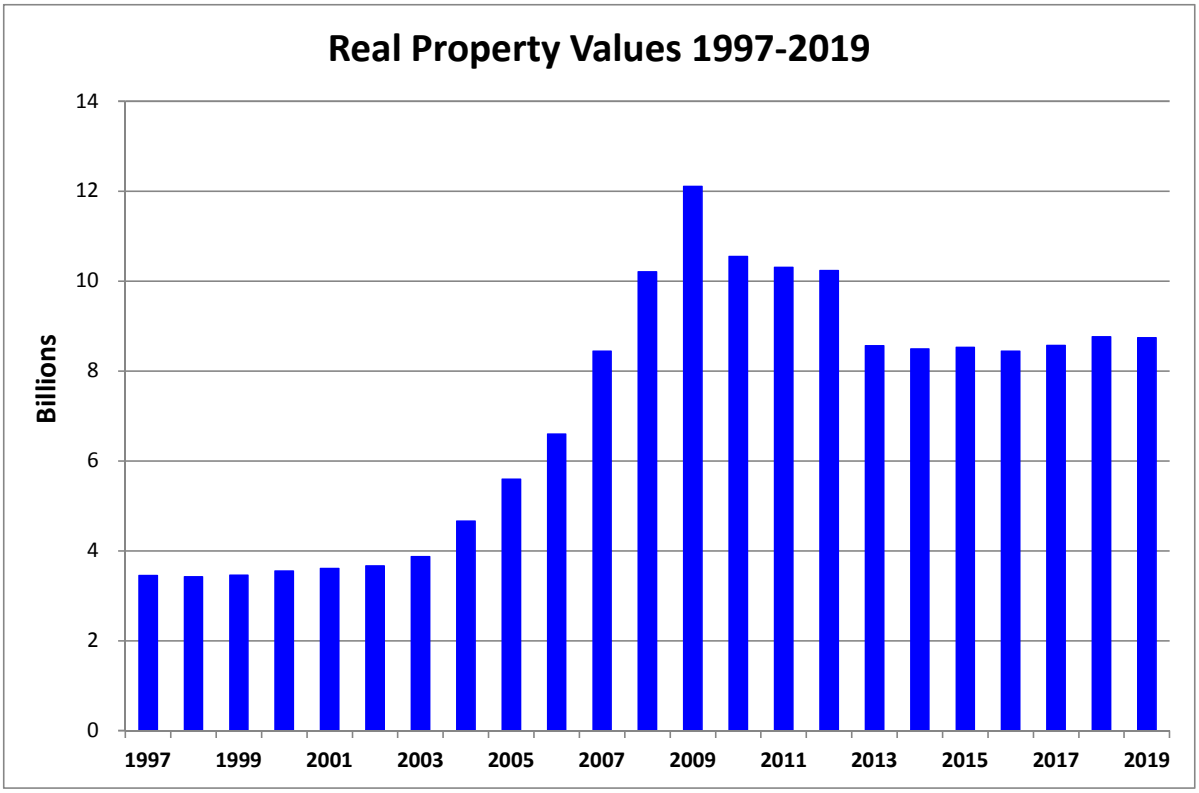
The Town of Ocean City was incorporated by the State of Maryland in 1880. Ocean City is located approximately 150 miles from Washington, DC and 135 miles from Baltimore, Maryland. Ocean City is bordered on the north by Fenwick Island, Delaware; on the south by the inlet which separates Ocean City from Assateague Island; on the west by Sinepuxent Bay, Isle of Wight Bay and Assawoman Bay and on the east by the Atlantic Ocean.

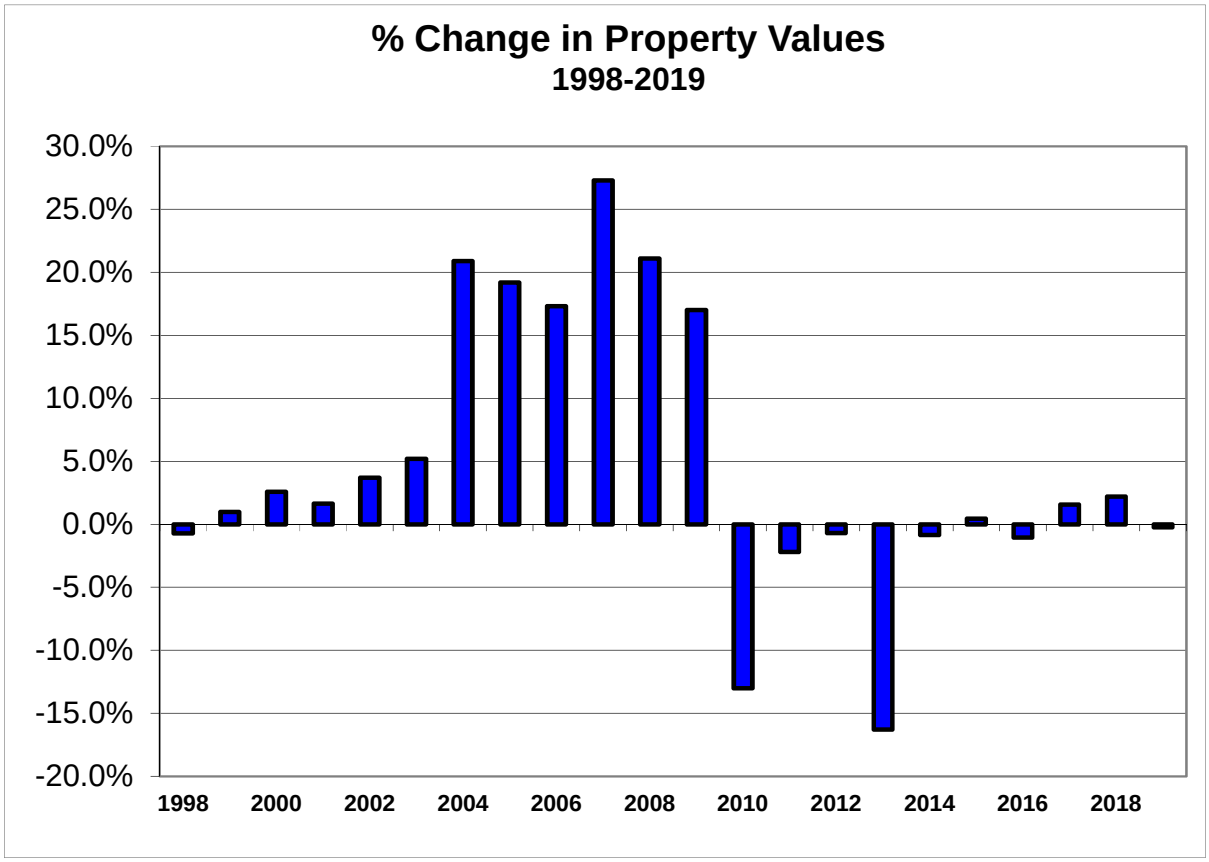
## FISCAL YEAR 2018-2019 ADOPTED BUDGET

This budget document presents the annual operating budget for fiscal year 2018-2019. It presents the revenue and expenditures for the Town's General Fund, Enterprise Funds: Water; Wastewater; Transportation; Convention Center; Airport; and Golf Course, and the Internal Service Funds: Information Technology; Service Center, Vehicle Trust; and Risk Management.

To aid the reader in evaluating costs and trends, each department within the General Fund and the operations of the Enterprise Funds and Internal Service Funds are summarized showing actual expenditures for fiscal year 2017, the adopted budget for fiscal year 2018, and the proposed budget for fiscal year 2019. Revenues attributable to each department are deducted from the expenditure total to give the reader the amount of funding required by the department from taxpayers. Changes in revenue, personnel, and service operations are highlighted on the page facing the budget information.

Projected amounts for revenue and expenditures are subject to forecasting errors which are inherent in all such projections. The budget is, consequently, a plan based on current economic conditions, not a list of actual revenues and expenditures.


Real Property Values 1997-2019
Billions
14
12
10
8
6
4
2
0
1997
1999
2001
2003
2005
2007
2009
2011
2013
2015
2017
2019


% Change in Property Values
1998-2019
30.0%
25.0%
20.0%
15.0%
10.0%
5.0%
0.0%
-5.0%
-10.0%
-15.0%
-20.0%
1998
2000
2002
2004
2006
2008
2010
2012
2014
2016
2018

# CITY GOVERNMENT AND ADMINISTRATION

## General

The City has a Council-Manager form of government, under which the legislative and executive powers of the City (except for certain designated mayoral powers) are vested in the Council. The Council is composed of seven members, each of whom is elected by an "at-large" vote of the City's populace to serve a four-year term. The Council is empowered to elect one of its members as president, and the Mayor and Council appoints a Council member to serve as secretary. The Council has the power to: make all policy decisions for the City, subject to the provisions of the Charter; appoint the City Auditor, Town Attorney, City Manager, City Clerk and, in conjunction with the Mayor, the Chief of Police and members of all City boards, commissions and committees; establish salaries for all City officials and employees; and exercise direct supervision and control over the City Manager.

The Mayor is the chief representative of the City before all Federal, State and local governmental bodies, and is elected in a City-wide election every two years. The Mayor holds the power to veto all ordinances enacted by the Council as described below:

Each member of the Council has one vote, and in the absence of higher voting requirements, a simple majority of the Council is sufficient to pass legislation. All ordinances passed by the Council are delivered to the Mayor for his approval or disapproval. Any ordinance approved by the Mayor becomes law, and ordinances disapproved by the Mayor are returned to the Council and do not become law unless subsequently passed by a favorable vote of six members of the Council within 60 days of the time of the return of the ordinance. If, within 40 calendar days of such approval of any ordinance by the Mayor or passage of any ordinance over his veto, a petition, containing the signatures of not less than 40% of the number of voters at the most recent general election and requesting that the ordinance be submitted to a vote of the qualified voters for their approval or disapproval, is filed with the City's Clerk, such a vote must be held, and the ordinance will not become law until it is approved by a majority of such qualified City voters.

The City Manager is the chief administrative officer of the City, and is appointed by the Council. He is charged with the responsibility of hiring, supervising and discharging all City employees, except department heads, subject to Personnel regulations and other City, State of Maryland and Federal laws. He also recommends to the Council the appointment and discharge of all department heads, supervises all department heads during the term of their appointment, makes reports and recommendations to the Council concerning any municipal matter which may deserve Council attention and carries out other duties assigned by the Council.

Additionally, the City manager serves as the chief finance officer of the City and is responsible for all municipal financial affairs. Under the supervision of the Council, the City Manager has the authority and is required to (a) keep an accurate account of the receipts and disbursements of the funds of the City and to render annually to the Mayor and Council a succinct and detailed statement thereof, (b) prepare an annual budget to be submitted to the Council, (c) supervise and be responsible for the disbursement of all monies and have control over all expenditures to assure that budget appropriations are not exceeded, (d) maintain a general accounting system for the City in such form as the Council may require not contrary to State of Maryland law, (e) submit at the end of each fiscal year, and at such times as the Council may require, a complete financial report to the Council, (f) ascertain that all taxable property within the City is assessed for taxation, (g) collect all taxes, special assessments, license fees, liens, and all other revenues of the City, and all other revenues for which collection of City is responsible, and receive any funds receivable by the City, (h) have custody of all public monies belonging to or under the control of the City, and (i) do other things in relation to the fiscal or financial affairs of the City as the Council may require or as may be required elsewhere in the Charter.

The Council appoints a City Clerk to serve as its clerk, under the supervision of the City Manager. The City Clerk acts as custodian of all records of the Council.

The City's governmental services are carried out by various specialized departments, each of which is run by a department head, who is appointed by majority vote of the Council and supervised by the City Manager.

# BUDGET

The City's budget is prepared each year for the Council by the City Manager. At least 32 days before the beginning of any fiscal year, the City Manager is required to submit the budget to the Council. The budget must provide a complete financial plan for the budget year and contain estimates of anticipated revenues and planned expenditures for the coming year. Before adopting the budget, the Council must hold a public hearing thereon after two weeks' prior notice in one or more newspapers having general circulation within the City. The Council may insert new items or may increase or decrease the items of the budget. In instances in which the Council increases the total proposed expenditures, it must also increase the total anticipated revenues in the amount at least equal to such total proposed expenditures. The budget must be prepared and adopted in the form of an ordinance. A favorable vote of at least a majority of the total elected membership of the Council is necessary for the adoption of the budget.

The Charter provides that no City money be expended without having been appropriated by the Council. The Council (by a two-thirds vote), however, is empowered to make supplementary appropriations from (1) unexpended and unencumbered funds set aside for contingencies in the City's budget, (2) Federal, State or private grants which were not included in the budget for the current fiscal year, (3) revenues received from anticipated sources but in excess of budget estimates therefore, and (4) revenue received or to be received from sources not anticipated in the budget for the current fiscal year, including, but not limited to, the proceeds from the public or private sale of general obligation bonds and bond anticipation notes authorized and issued after the adoption of the budget for capital improvements, capital projects and capital expenditures of any nature whatsoever to be financed in whole or in part by such general obligation bonds or bond anticipation notes, and the proceeds from the sale of tax anticipation notes authorized and issued after the adoption of the budget in accordance with the City's charter.

The Charter also provides that the Council (by a two-thirds vote) may, to the extent that there are no unappropriated revenues therefore, authorize the issuance of tax anticipation notes in order to provide revenue to deal with (1) public emergencies affecting the City's health, welfare, property or safety, or (2) occurrences, conditions or events that were unforeseen or unanticipated, in whole or in part, at the time the budget was adopted by the Council. Such tax anticipation notes may be sold by public or private sale.

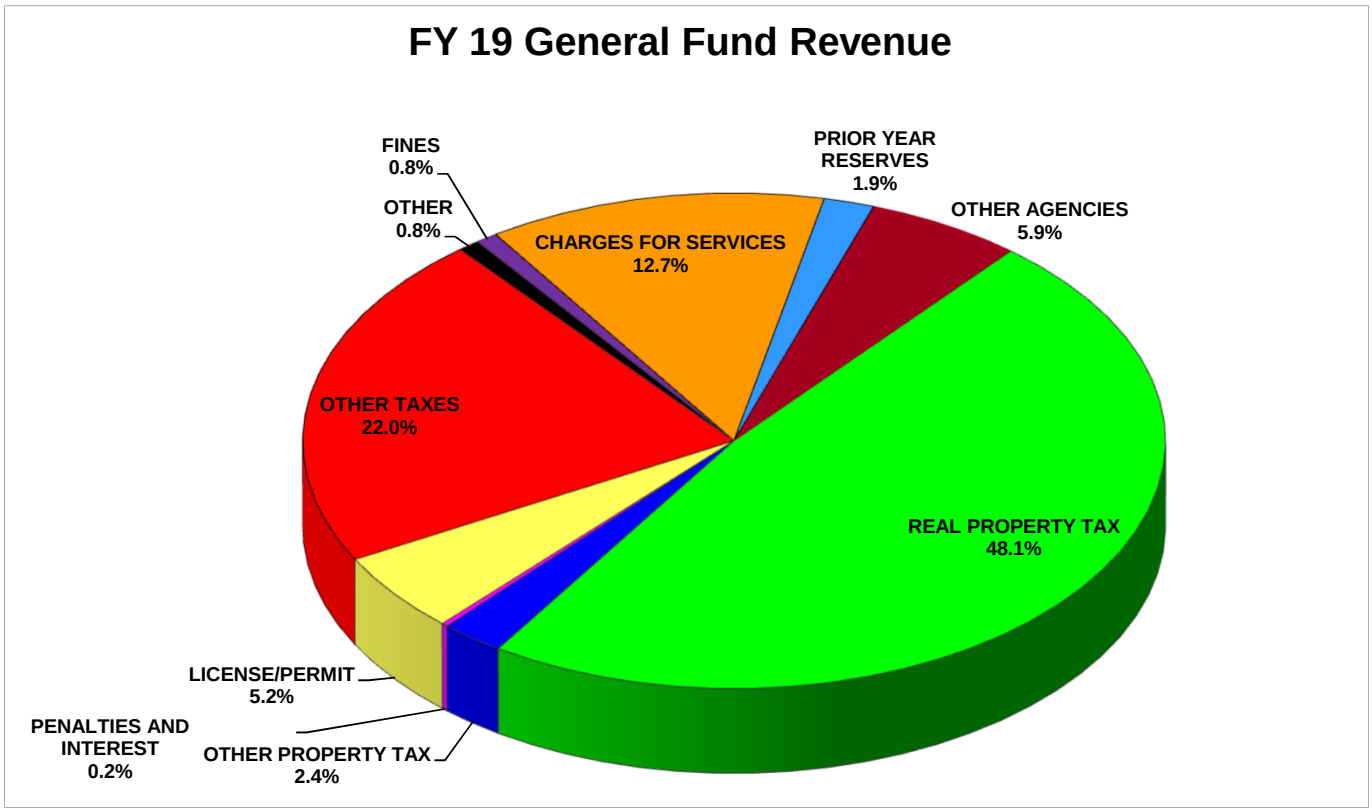
The City budget is prepared on a "line item" basis, specifying the department and activity involved. Transfers of budgeted items may be accomplished with the approval of the City manager within a fund. Budget amendments that establish additional revenue equal to or in excess of new appropriations or move appropriations from one fund to another must be approved by the City Council. All expenditures with an anticipated dollar value in excess of $100,000 must follow the competitive bid process as outlined in the Town of Ocean City Purchasing Manual.

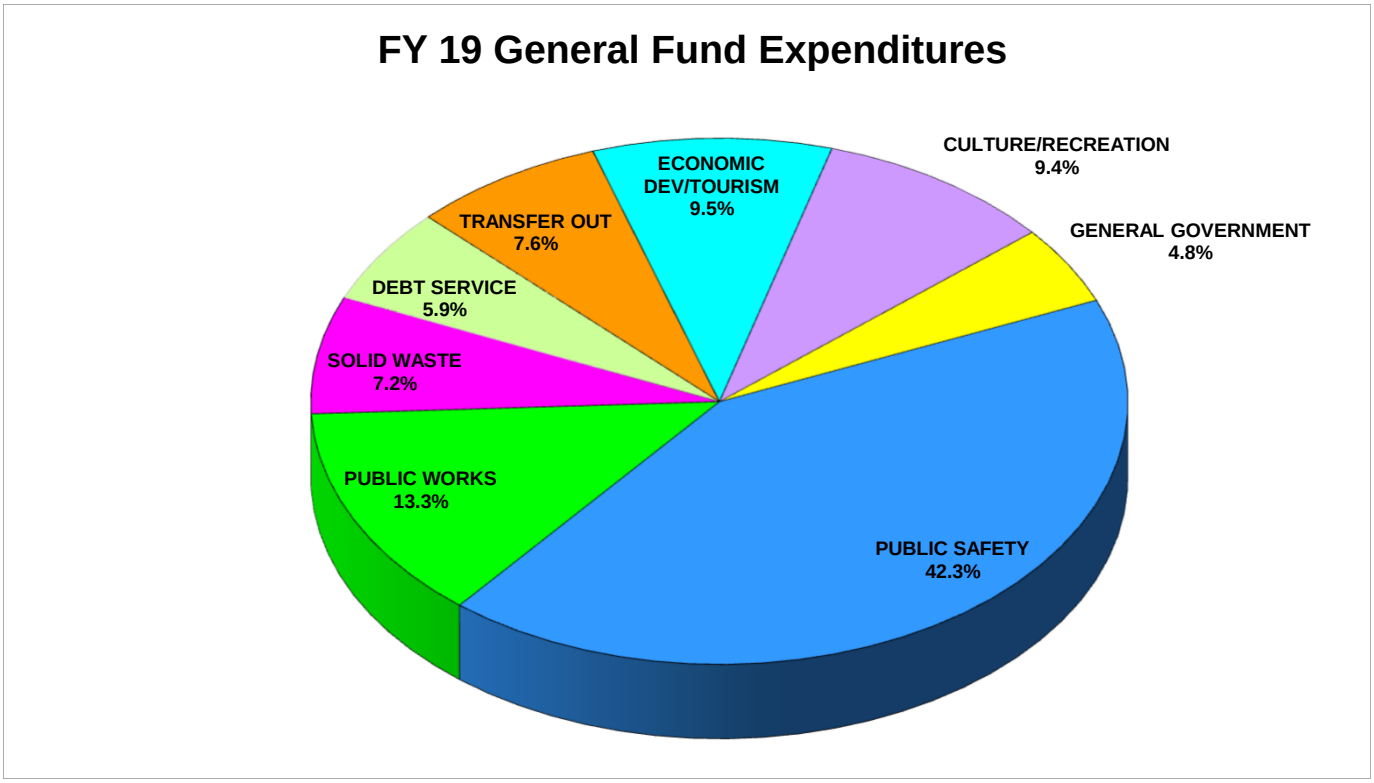
**Budgetary Guidelines and Policies**

The City has certain established guidelines and policies relating to the operating budget and the City's capital budget, which are used by the City Manager in allocating the City's resources and by the Council and the Mayor in assessing proposed spending plans. The operating budget policies provide, among other things, for: the City to pay for all current expenditures with current revenues; the budget to provide for adequate maintenance of capital plant and for its orderly replacement; the City to maintain a budgetary control system to help it adhere to the budget; the City Manager to prepare regular reports comparing actual revenues and expenditures to budgeted amounts; and neither the council, the Mayor nor the City Manager to take any budgetary action which would unbalance the budget, unless additional revenues can be secured. As a result of the guidelines relating to the capital budget, the City currently makes all capital improvements in accordance with an adopted capital improvement plan; the City has a multi-year plan of capital improvements which is updated annually; the City has an annual capital budget in which expenditures are accounted for in the separate capital projects fund; a maintenance and replacement schedule is followed in the preparation of City budgets; and for each capital project, the City Manager identifies potential funding sources before a request for its approval is submitted to the Council.

# GENERAL FUND

**The General Fund is the principal fund of the Town and is used to account for all activities of the Town not included in other specified funds. The general fund accounts for the normal recurring activities of the Town. These activities include general government, public safety, beach maintenance, maintenance of public buildings and highways and other public works. They are funded primarily by property and sales taxes on individuals and businesses, and grants from other governmental units.**


FY 19 General Fund Revenue
FINES
0.8%
OTHER
0.8%
PRIOR YEAR
RESERVES
1.9%
OTHER AGENCIES
5.9%
CHARGES FOR SERVICES
12.7%
OTHER TAXES
22.0%
REAL PROPERTY TAX
48.1%
LICENSE/PERMIT
5.2%
PENALTIES AND
INTEREST
0.2%
OTHER PROPERTY TAX
2.4%


FY 19 General Fund Expenditures
ECONOMIC
DEV/TOURISM
9.5%
CULTURE/RECREATION
9.4%
TRANSFER OUT
7.6%
GENERAL GOVERNMENT
4.8%
DEBT SERVICE
5.9%
SOLID WASTE
7.2%
PUBLIC WORKS
13.3%
PUBLIC SAFETY
42.3%

TOWN OF OCEAN CITY
GENERAL FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES
YEARS ENDED JUNE 30, 2017 (ACTUAL), 2018 (BUDGETED) AND 2019(ADOPTED)

| | ACTUAL 2017 | ADOPTED BUDGET 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| REVENUES | | | | |
| Real Property Tax | $ 40,904,990 | $ 40,683,691 | $ 40,903,394 | 40,903,394 |
| Other Property Taxes | 2,096,693 | 1,965,000 | 2,025,000 | 2,025,000 |
| Penalties And Interest | 224,242 | 200,000 | 200,000 | 200,000 |
| Other Taxes | 19,301,147 | 18,454,636 | 18,703,377 | 18,703,377 |
| Licenses And Permits | 4,492,307 | 4,321,632 | 4,460,782 | 4,460,782 |
| Revenue From Other Agencies | 6,070,593 | 4,950,201 | 4,980,830 | 4,980,830 |
| Charges For Current Services | 10,515,431 | 10,211,476 | 10,793,190 | 10,793,190 |
| Fines And Forfeitures | 657,703 | 783,865 | 705,450 | 705,450 |
| Other Revenue | 1,406,317 | 621,237 | 682,978 | 682,978 |
| Bond Issuance | 0 | 0 | 0 | 0 |
| Discounts Taken | 0 | 0 | 0 | 0 |
| TOTAL REVENUES | 85,669,423 | 82,191,738 | 83,455,001 | 83,455,001 |
| EXPENDITURES | | | | |
| General Government | 3,711,253 | 4,033,090 | 4,102,219 | 4,102,219 |
| Public Safety | 33,680,938 | 35,354,450 | 35,943,725 | 35,943,725 |
| Public Works/Beach Maintenance | 8,617,726 | 5,547,830 | 5,550,645 | 5,550,645 |
| Sanitation And Waste Removal | 5,650,586 | 6,068,265 | 6,127,597 | 6,127,597 |
| Highways And Streets | 5,578,687 | 5,765,197 | 5,762,741 | 5,762,741 |
| Economic Development-Tourism | 8,664,640 | 8,000,394 | 8,052,547 | 8,052,547 |
| Culture & Recreation | 7,555,865 | 7,915,638 | 8,032,410 | 8,032,410 |
| Debt Service | 5,449,556 | 5,410,112 | 5,010,273 | 5,010,273 |
| TOTAL EXPENDITURES | 78,909,251 | 78,094,976 | 78,582,157 | 78,582,157 |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | 6,760,172 | 4,096,762 | 4,872,844 | 4,872,844 |
| OTHER FINANCING SOURCES (USES) | | | | |
| Operating Transfers-Out | (2,580,982) | (3,514,706) | (3,683,028) | (3,683,028) |
| Transfer To Capital Construction | (3,224,250) | (2,820,000) | (2,800,000) | (2,800,000) |
| TOTAL OTHER FINANCING SOURCES (USES) | (5,805,232) | (6,334,706) | (6,483,028) | (6,483,028) |
| EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES | $ 954,940 | $ (2,237,944) | $ (1,610,184) | (1,610,184) |

# GENERAL GOVERNMENT

**General Government consists of four divisions: the Legislative division; the Executive/Administrative division; Special Appropriations, and Planning and Community Development. For the purposes of this book, Planning and Community Development and Construction Inspection have been combined due to shared revenue from the plan review process.**

## LEGISLATIVE DIVISION

**This division consists of the Mayor and Council and the City Clerk's departments and includes the Board of Elections, Ethics Committee, Noise Board, Pension Trustees and Beach Mediation Board. The Mayor and seven Council members constitute the legislative and policy making body of the Town government. They enact ordinances and resolutions, review and adopt the budget, consider planning and zoning matters referred to them by the Planning Commission and establish programs and general policies for the welfare of the Town and its citizens.**

## EXECUTIVE AND ADMINISTRATIVE DIVISION

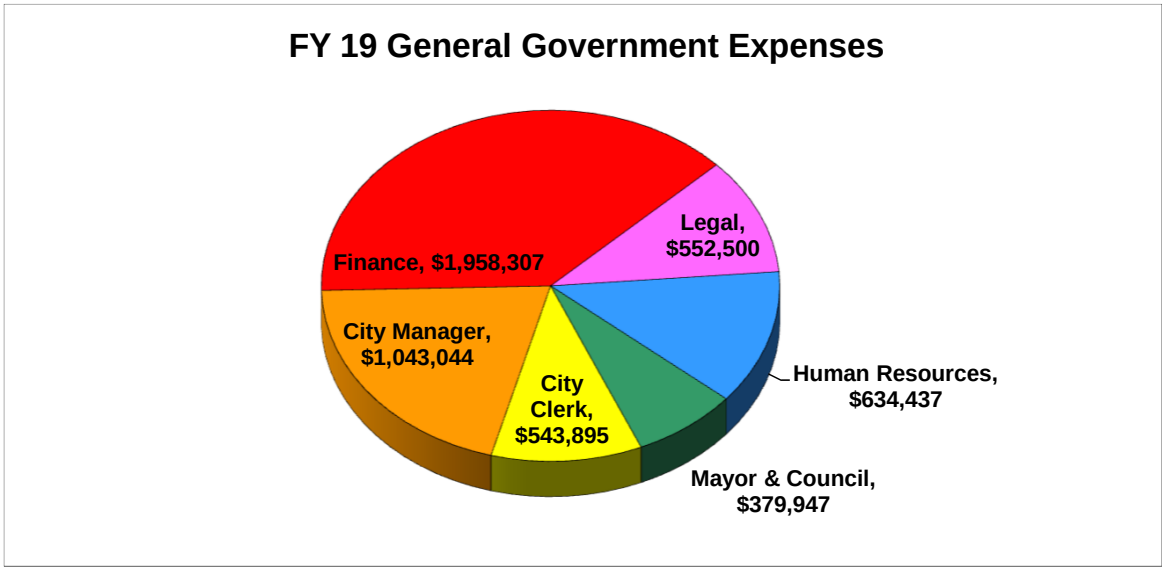
**This division consists of the City Manager, Finance, Human Resources and Legal divisions. These divisions are responsible for executing the Town Council's policies, ordinances, resolutions, and service objectives; keeping the Mayor and Council informed as to conditions of the Town's services, infrastructure and financial status. Other duties include billing and customer service for taxes, licenses and utility systems, accounting, auditing, capital financing, debt management, and budgeting.**

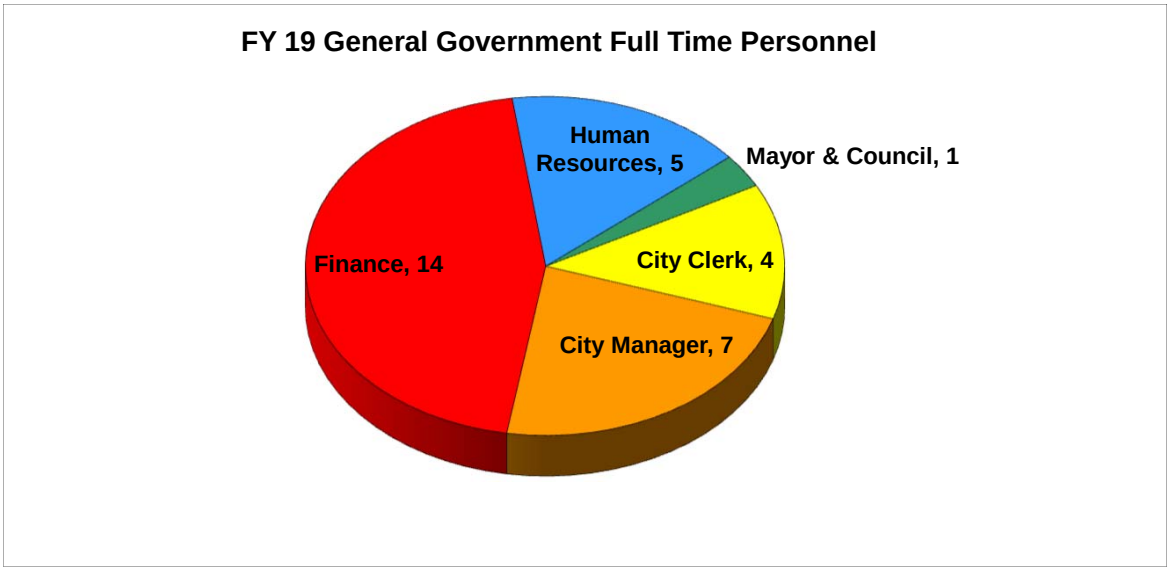
## SPECIAL APPROPRIATIONS

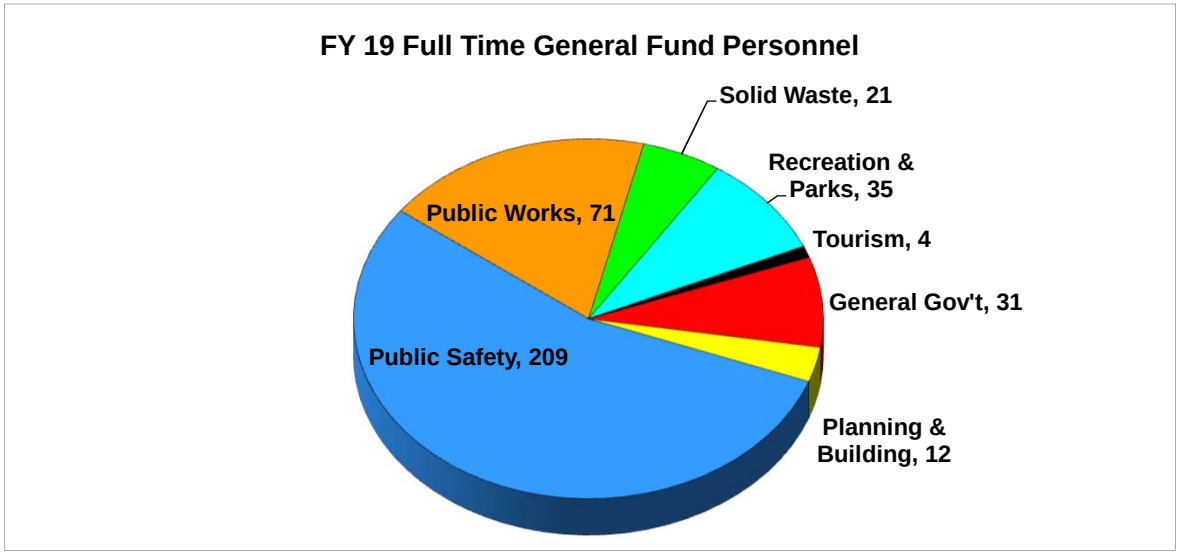
**This division includes grants made by the Town to various organizations. For purposes of this book, expenses are combined with debt service and Transfers to Other Funds and are shown in a separate section labeled "Miscellaneous".**

## PLANNING AND COMMUNITY DEVELOPMENT

**The department of Planning and Community Development consists of the divisions of Planning & Zoning and Code Enforcement. The department is responsible for preparing general and specific plans for the development of the Town, and for the administration of codes and regulations that implement those plans. The department administers and enforces the adopted International Building Code that includes issuing building permits and inspecting construction. The department is also responsible for providing staff support to various boards and commissions, including the Planning and Zoning Commission; Board of Zoning Appeals; Board of Port Wardens; and Board of Adjustments and Appeals.**


FY 19 General Government Expenses
Finance, $1,958,307
Legal, $552,500
City Manager, $1,043,044
City Clerk, $543,895
Human Resources, $634,437
Mayor & Council, $379,947


FY 19 General Government Full Time Personnel
Human Resources, 5
Mayor & Council, 1
Finance, 14
City Clerk, 4
City Manager, 7


FY 19 Full Time General Fund Personnel
Solid Waste, 21
Recreation & Parks, 35
Public Works, 71
Tourism, 4
General Gov't, 31
Public Safety, 209
Planning & Building, 12

# LEGISLATIVE AND ADMINISTRATIVE DIVISIONS

## BUDGET HIGHLIGHTS:

### PERSONNEL CHANGES:

There are thirty-one employees in the Legislative and Administrative divisions. A step increase on January 1, 2019 has been included for full-time employees. Part-time salaries have been included for a summer intern in the City Manager's department, a seasonal Revenue Specialist for the Finance department and for vacation coverage for Human Resources. Although health insurance costs are expected to increase 4% in FY 19, health costs for this division decreased $5,007. A biannual actuarial study to determine the recommended contribution to retiree health was conducted in FY 18 and resulted in a reduction in this line item for FY 19 and FY 20. Due to retirements in these divisions, pension costs also decrease. Employee benefits include an allowance for tuition reimbursement, funded at $9,000 for FY 19, a decrease of $3,500. Overall, employee benefit costs decrease $62,827 for the legislative and administrative divisions.

### CHANGES IN OPERATIONS:

Contracted Services include professional services such as legal fees and consultants, maintenance, travel and training, printing and dues. Legal expenses account for $517,500 of the Contracted Services line item in this division. The IAFF contract negotiations are included in the FY 19 budget at $200,000. FY 18 legal fees were budgeted at $441,950. An allowance for other employment issues that may arise has been included at $125,000. Other expenses included in the Contracted Services line item are the annual Town audit, funded at $57,300, a consultant to assist with the CAFR preparation and end of the year fiscal close funded at $30,000, and banking services fees funded at $48,000. EMS billing fees have been included at $84,240 and are offset by projected revenue of $1,053,000. Printing and postage for two issues of the Town newsletter are also included. Fees for the Acela agenda management system have been funded at $14,730. Also included is the Affordable Care Act IRS Preparation/Filing fee of $10,000. Travel and Training costs in this division decrease slightly. Training included in this division are the Government Finance Officer's conference, the National Hurricane conference for three council members, the Mayor, and the City Manager, and the MMCA academy for the City Clerk and Deputy City Clerk. Under Supplies and Materials, postage has been included at $122,990, slightly higher than FY 18. The Intragovernmental allocation for the Information Technology department decreases $28,230 for these divisions. Vehicle lease allocation increases slightly, while the insurance allocation decreases slightly.

### SUMMARY COMMENTS:

These divisions are responsible for overall Town management, business functions, and record-keeping. The Mayor & Council, City Clerk, City Manager, Finance, Legal and Human Resources divisions are included in the summary. Administrative costs to manage the Town's various enterprise funds are allocated based on total expenses, number of personnel, and number of transactions performed for each fund. This reimbursement totals $2,134,717 for FY 2019.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
LEGISLATIVE AND ADMINISTRATIVE DIVISIONS

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 2,386,086 | 2,417,420 | $ 2,416,731 | $ 2,416,731 |
| EMPLOYEE BENEFITS | 1,058,377 | 1,182,061 | 1,119,234 | 1,119,234 |
| | 3,444,463 | 3,599,481 | 3,535,965 | 3,535,965 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 854,694 | 992,904 | 1,090,383 | 1,090,383 |
| SUPPLIES & MATERIALS | 166,980 | 185,188 | 186,022 | 186,022 |
| ENERGY | 0 | 0 | 0 | 0 |
| VEHICLE SUPPLIES & REPAIR | 6,470 | 9,678 | 8,207 | 8,207 |
| INTRAGOVERNMENTAL | 292,562 | 319,489 | 291,553 | 291,553 |
| | 1,320,706 | 1,507,259 | 1,576,165 | 1,576,165 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 4,765,169 | $ 5,106,740 | $ 5,112,130 | $ 5,112,130 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| REIMBURSEMENT FROM OTHER FUNDS FOR ADMINISTRATIVE SERVICES | (2,136,962) | (2,160,786) | (2,134,717) | (2,134,717) |
| TOTAL TOWN CONTRIBUTION | $ 2,628,207 | $ 2,945,954 | $ 2,977,413 | $ 2,977,413 |

| | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| MAYOR & COUNCIL | 358,536 | 381,340 | 379,947 | 379,947 |
| CITY CLERK | 504,050 | 534,139 | 543,895 | 543,895 |
| CITY MANAGER | 967,628 | 1,029,416 | 1,043,044 | 1,043,044 |
| FINANCE | 1,928,421 | 2,039,377 | 1,958,307 | 1,958,307 |
| LEGAL | 384,745 | 476,950 | 552,500 | 552,500 |
| HUMAN RESOURCES | 621,789 | 645,518 | 634,437 | 634,437 |
| | 4,765,169 | 5,106,740 | 5,112,130 | 5,112,130 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## ENGINEERING AND BEACH REPLENISHMENT

BUDGET HIGHLIGHTS:

PERSONNEL CHANGES:

Six full-time employees are budgeted in Engineering. A step increase beginning January 1, 2019 has been included. A 4% increase has been budgeted for health insurance beginning in January of 2019, but changes in health care plans resulted in a reduction in cost. Pension contributions also decrease for this division.

CHANGES IN OPERATIONS:

Payment to the State of Maryland for the beach maintenance fund is the largest expense in Engineering. A payment of $208,083 was made in FY 17, and a payment of $447,521 was made in FY 18. For FY 19, the necessary funding has increased to $450,000, an increase of $50,000 over the FY 18 budgeted amount. These payments are estimated by the Department of Natural Resources, and the FY 19 payment is more than the amount anticipated a year ago. Contracted Services include payments for consulting services for Energy procurement bids, legal fees attributable to this division and equipment lease. Legal fees were reduced from $20,000 in the FY 18 budget to $19,000 in FY 19. Phase II boardwalk access control design fees have been included at $75,325. City-wide security improvements were included at $50,000 in FY 17, at $26,500 in FY 18, and at $12,500 in FY 19. Supplies and Materials have been budgeted at the same level as FY 18. Vehicle Supplies and Repairs are budgeted to decrease as the estimated cost for vehicle labor is expected to be lower than the cost budgeted for FY 18. Allocations for IT Services and insurance decrease, while the vehicle lease allocation increases for this division.

MAJOR 2018-2019 PROGRAM OBJECTIVES:

The City Engineer has the oversight of the Information Technology division as well as the Engineering and Beach Replenishment divisions. Responsibility for the Town's Capital Improvements Plan also falls under the City Engineer. Projects for FY 19 include additional Canal Dredging, the Convention Center expansion project, continuation of the surveillance camera replacement and expansion project, and phase II of the boardwalk access control project. Continued management of the Energy Performance contract is also a priority. Other duties handled by this division include stormwater/grading issues, and energy management.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
ENGINEERING AND BEACH REPLENISHMENT

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 512,667 | $ 488,607 | $ 502,577 | $ 502,577 |
| EMPLOYEE BENEFITS | 226,426 | 249,498 | 223,742 | 223,742 |
| | 739,093 | 738,105 | 726,319 | 726,319 |
| OPERATING EXPENSES: | | | | |
| BEACH RENOURISHMENT | 208,083 | 400,000 | 450,000 | 450,000 |
| CONTRACTED SERVICES | 103,486 | 74,218 | 137,745 | 137,745 |
| SUPPLIES & MATERIALS | 11,036 | 10,597 | 12,351 | 12,351 |
| VEHICLE SUPPLIES & REPAIR | 18,880 | 12,210 | 11,255 | 11,255 |
| INTRAGOVERNMENTAL | 26,131 | 37,384 | 32,732 | 32,732 |
| | 367,616 | 534,409 | 644,083 | 644,083 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 1,106,709 | $ 1,272,514 | $ 1,370,402 | $ 1,370,402 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| STATE - STORMWATER MGMT | (22,247) | (13,889) | (13,939) | (13,939) |
| MISCELLANEOUS GRANTS | (25,978) | 0 | 0 | 0 |
| PRIVATE CONTRIBUTIONS | (8,659) | 0 | 0 | 0 |
| STORMWATER MGT REVIEW | (5,589) | (5,000) | (5,700) | (5,700) |
| | (62,473) | (18,889) | (19,639) | (19,639) |
| TOTAL TOWN CONTRIBUTION | $ 1,044,236 | $ 1,253,625 | $ 1,350,763 | $ 1,350,763 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## PLANNING AND COMMUNITY DEVELOPMENT DIVISION

BUDGET HIGHLIGHTS:

REVENUE:

Building Permit Revenue, the largest revenue generator in this division, has been budgeted at $925,000. Total revenue for this division is budgeted $36,000 higher than the FY 18 adopted budget. The Town contribution to funding of this division was $564,480 in FY 18, and has decreased to $457,400 in FY 19.

PERSONNEL CHANGES:

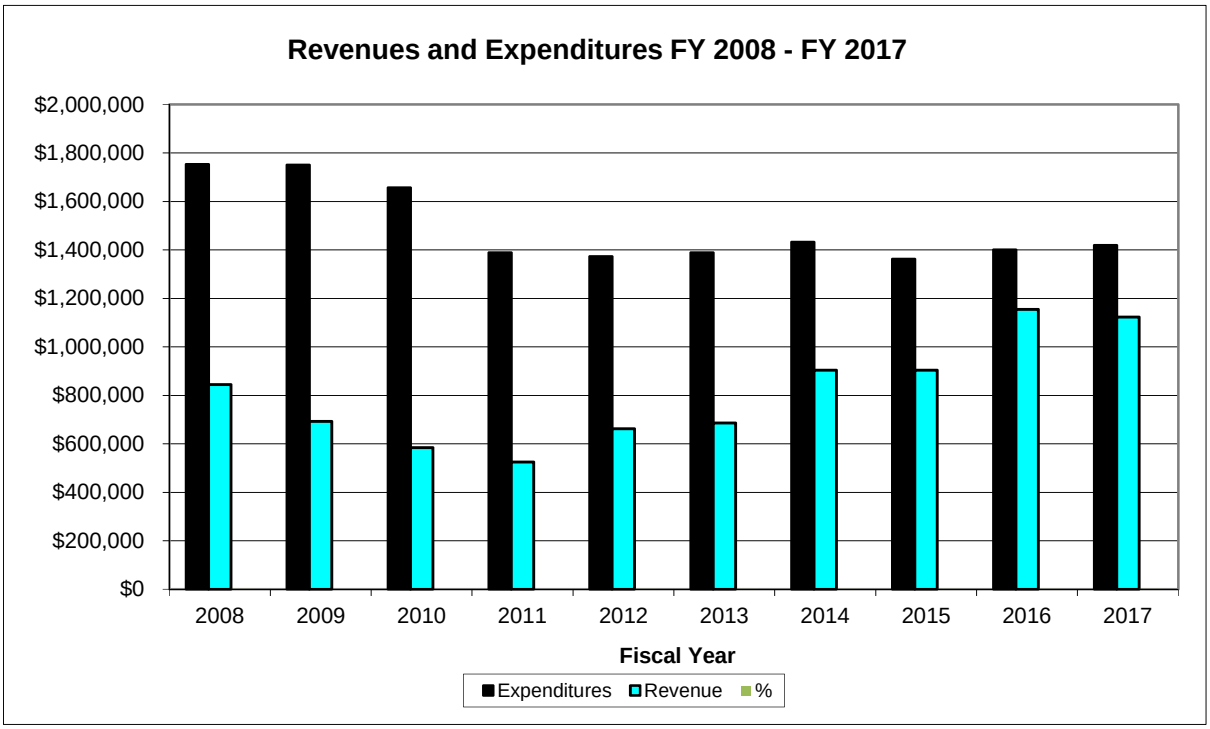
There are currently 12 full-time employees in these two divisions. In FY 09, there were 15. A part-time Office Associate position was converted to full-time in the FY 18 budget. Reclassification of the Zoning Analyst to a Zoning Analyst II has been funded. A step increase has been included effective January 1, 2019 for full-time employees. A part-time building inspector has been funded for eighteen weeks. Part-Time boardwalk enforcement has been included for fifteen hours/week for ten weeks. Group insurance, and the actuarial allocations for pension and retiree health all decrease for this division.

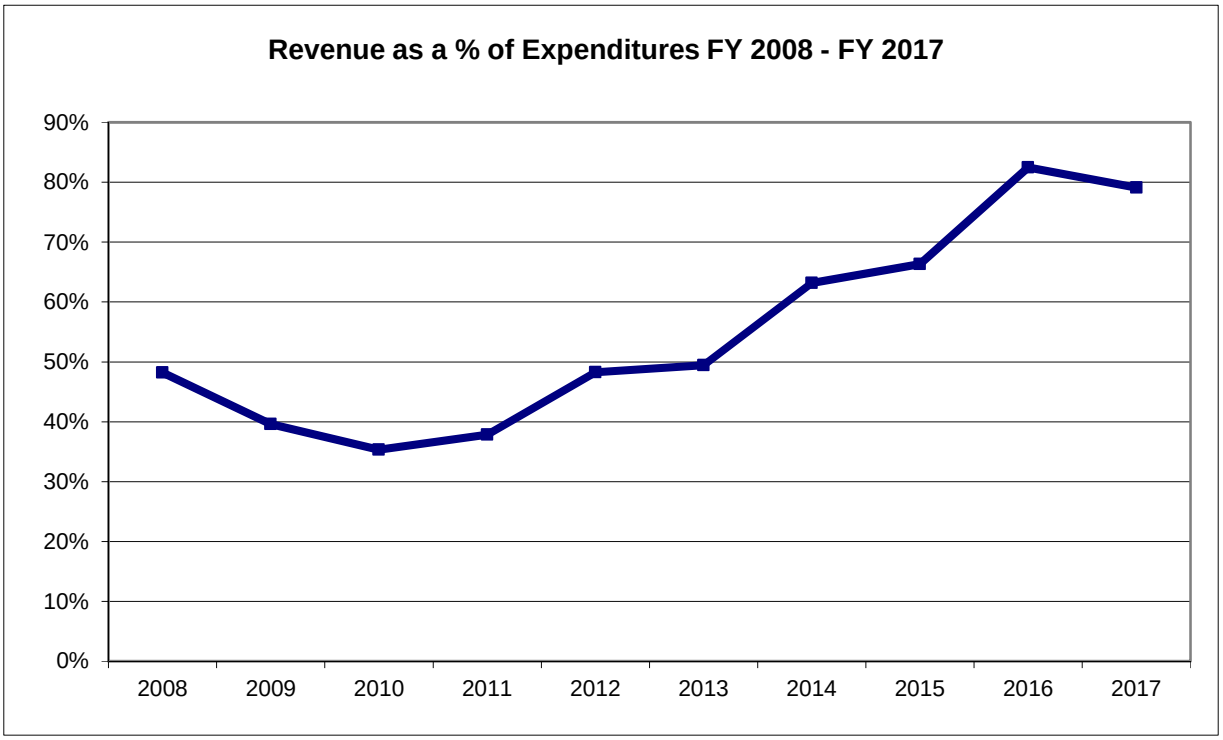
CHANGES IN OPERATIONS:

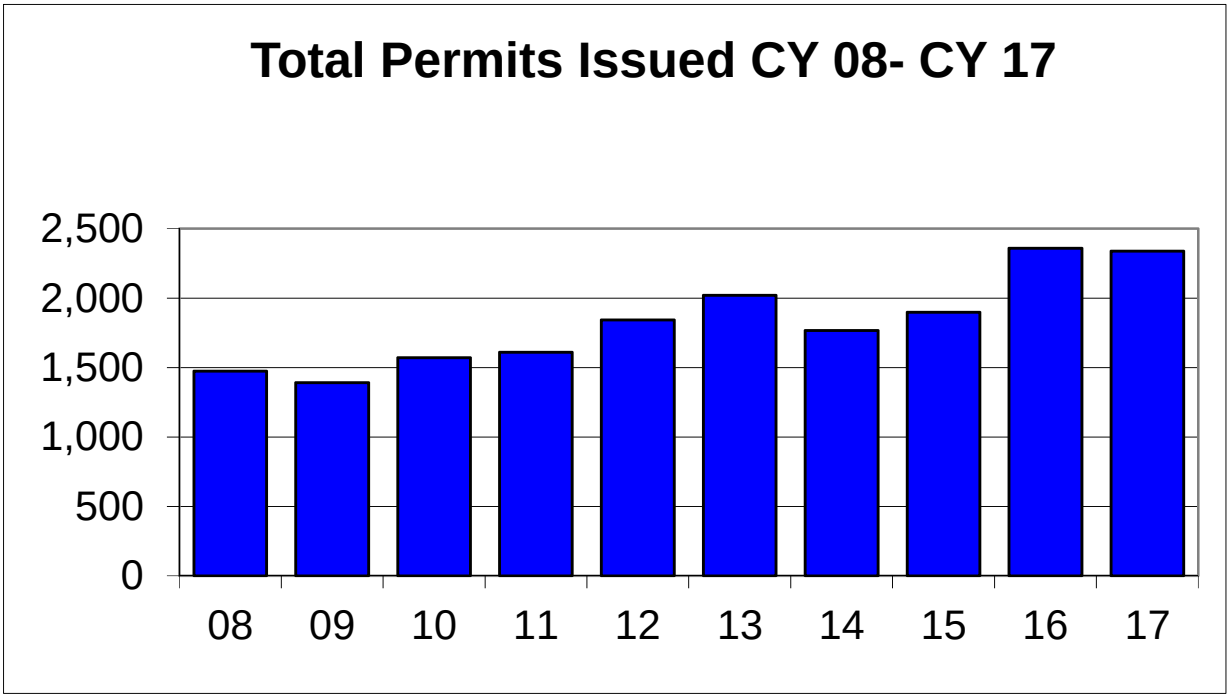
Contracted Services decrease $5,626. Legal services from the City attorney and for the boards account for $24,000 of this line item, and are projected to decrease $5,000 for FY 19. Credit card fees for the online permitting system, new in FY 15, are estimated at $8,000. Training costs are budgeted at $5,970 and include attendance at the American Association of Code Enforcement conference, and the National Hurricane conference. Training has also been included for Administrative training for Superion upgrades. Other items funded in Contracted Services include equipment maintenance, dues and advertising. Funding for the Ocean City Development Corporation has again been included. The City's contribution continues to be $100,000 with an anticipated $100,000 contribution from Worcester County. Vehicle fuel, parts and labor costs are anticipated to increase slightly for this division. Fuel costs are budgeted at the actual number of gallons used in FY 17. Intragovernmental allocations for Vehicle Lease, and Information Technology increase for this division.

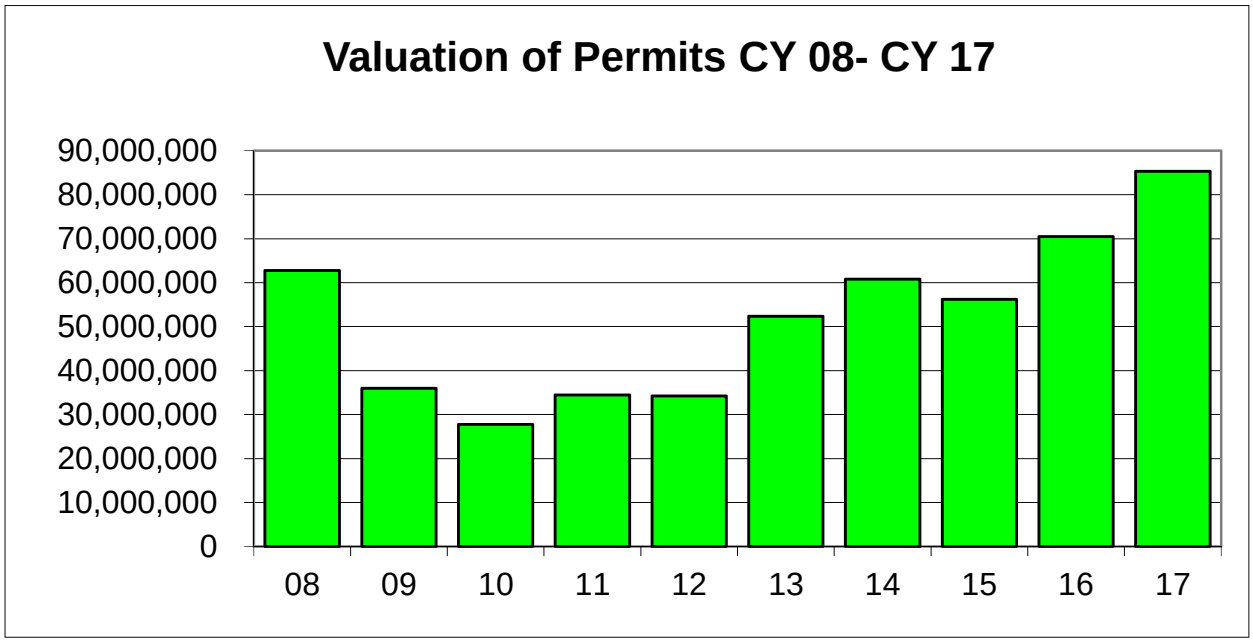
TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
PLANNING AND COMMUNITY DEVELOPMENT DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | 821,921 | $ 851,460 | $ 886,837 | $ 886,837 |
| EMPLOYEE BENEFITS | 409,808 | 477,657 | 369,531 | 369,531 |
| | 1,231,729 | 1,329,117 | 1,256,368 | 1,256,368 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 68,726 | 58,335 | 52,709 | 52,709 |
| CONTRIBUTION TO OCDC | 200,000 | 200,000 | 200,000 | 200,000 |
| SUPPLIES & MATERIALS | 11,922 | 7,860 | 8,533 | 8,533 |
| ENERGY | 0 | 0 | 0 | 0 |
| VEHICLE SUPPLIES & REPAIR | 12,160 | 12,040 | 13,429 | 13,429 |
| INTRAGOVERNMENTAL | 94,461 | 96,160 | 101,393 | 101,393 |
| | 387,269 | 374,395 | 376,064 | 376,064 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 1,618,998 | $ 1,703,512 | $ 1,632,432 | $ 1,632,432 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| SITE PLAN REVIEW - STAFF | (71,168) | (55,000) | (60,000) | (60,000) |
| PUBLIC HEARING - PLAN & ZONING | (1,800) | (2,000) | (2,000) | (2,000) |
| PLAN REVIEW - PLAN & ZONING | (10,567) | (12,000) | (10,000) | (10,000) |
| PUBLIC HEARING - ZONING APPEALS | (20,224) | (17,000) | (18,000) | (18,000) |
| PUBLIC HEARING - PORT WARDENS | (25,543) | (20,000) | (24,000) | (24,000) |
| MINOR REVIEW - PORT WARDENS | (3,450) | (3,000) | (3,500) | (3,500) |
| MOBILE HOME PERMITS | (420) | (1,500) | (1,500) | (1,500) |
| BUILDING PERMITS | (960,516) | (900,000) | (925,000) | (925,000) |
| OUTDOOR DISPLAYS | (15,327) | (15,032) | (15,032) | (15,032) |
| SIGN PERMITS | (11,171) | (12,000) | (11,000) | (11,000) |
| O C DEVELOPMENT CORP GRANT | (100,000) | (100,000) | (100,000) | (100,000) |
| ADJUSTMENT & APPEALS HEARING | (2,260) | (1,500) | (5,000) | (5,000) |
| | (1,222,446) | (1,139,032) | (1,175,032) | (1,175,032) |
| TOTAL TOWN CONTRIBUTION | $ 396,552 | $ 564,480 | $ 457,400 | $ 457,400 |


Revenues and Expenditures FY 2008 - FY 2017
$2,000,000
$1,800,000
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017
Fiscal Year
Expenditures
Revenue
%


Revenue as a % of Expenditures FY 2008 - FY 2017
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017


Total Permits Issued CY 08- CY 17
2,500
2,000
1,500
1,000
500
0
08
09
10
11
12
13
14
15
16
17


Valuation of Permits CY 08- CY 17
90,000,000
80,000,000
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
0
08
09
10
11
12
13
14
15
16
17

# PUBLIC SAFETY

**Public Safety consists of the following budgets: Police; Communications; Emergency Management; Electronics; Volunteer Fire Company; Career Fire/Emergency Medical Services (EMS); Fire Marshal and the Construction Inspection division of Planning and Community Development. In this book, Construction Inspection has been combined with Planning and Community Development due to revenue shared through the plan review process.**

## POLICE

**The Ocean City Police department provides 24-hour police service with 133 full-time employees augmented by 148 temporary employees during the summer season. Police operations are conducted from the Public Safety Building at 65th Street. This department is comprised of the Office of the Chief and three divisions: Support Services, Criminal Investigation, and Patrol. A seasonal substation is located on Worcester Street on the boardwalk. In addition to regular patrol assignments, police support units function for training; records; detention; K-9; traffic; equestrian unit; animal control; a quick response team, and narcotics enforcement.**

## COMMUNICATIONS/ELECTRONICS/EMERGENCY MANAGEMENT

**The Emergency Services department has three major areas of responsibility: operation of the Emergency Communications Center; maintenance of the citywide radio system; and operation of an Emergency Management program. Located in the Public Safety Building at 65th St, the Communications center operates 24 hours per day, receiving and dispatching calls for service for the Police, EMS, Fire Company, and Beach Patrol. In addition, the Center monitors weather radar and is linked with other Federal, State and Local agencies to provide information or warnings to response agencies and the public. Maintenance of the radio system is managed by a two-person staff that provides overall radio technology support to the departments. Emergency Management coordinates all planning, response and recovery for potential emergencies or disasters. A key part of this program is the development of the Emergency Operations Plan and the management of the Emergency Operations Center and the mobile command vehicle.**

## VOLUNTEER FIRE COMPANY

**Since its creation in 1905, the Ocean City Volunteer Fire Company, Inc. (OCVFC) has provided fire and rescue services for the Town of Ocean City. The OCVFC is an all-volunteer organization with 219 members responding out of five firehouses, utilizing six engines, three aerial trucks, two rescue trucks, one engine tanker, ten utility/small vehicles and three boats. In partnership with the Fire/EMS division, the OCVFC responded to 1,206 calls for service in 2017. Each volunteer firefighter is (at minimum) certified to national firefighting standards. Many volunteer firefighters participate with the Fire Marshal's Office in Hazardous Materials**

# PUBLIC SAFETY (CONTINUED)

## VOLUNTEER FIRE COMPANY (CONTINUED)

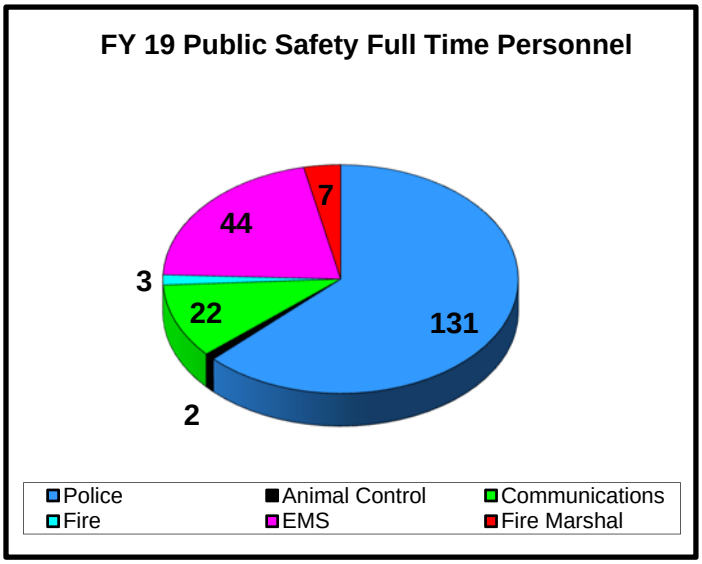
**mitigation, while others participate in the Fire Department's Dive and Rescue Swimmer Teams. The OCVFC is one of the largest volunteer fire companies in the state and is noted for its professionalism and expertise.**

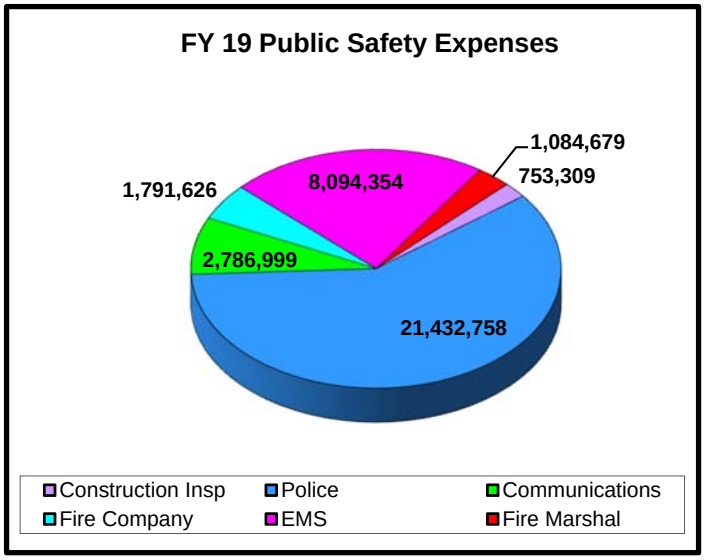
## CAREER FIRE/EMERGENCY MEDICAL SERVICES

**Ocean City Fire/EMS division responds to approximately 6,100 calls for service each year-4,895 medical and 1,206 fire/rescue. The department traveled over 145,000 miles providing emergency services to the residents and visitors. There are 43 full-time field personnel and 66 part-time personnel. All personnel are trained to national standards for fire suppression, rescue, and emergency medical operations that require a minimum of 120 hours of continuing education. Personnel receive training in Advanced Cardiac Life Support, Trauma Life Support, Pediatric Advanced Life Support, and Fire Apparatus Operator. Along with other divisions of the Fire department, the division offers rescue swimmer and rescue diver capability. The division is also involved in public education. It participates in the annual Health Fair sponsored by A.A.R.P., gives free blood pressure monitoring, and conducts a number of CPR classes.**

## FIRE MARSHAL

**The Ocean City Fire Marshal's Office is committed to protecting lives and property from fire, explosions, and other hazards with a goal to make Ocean City a safe place to live, work and visit. This is accomplished through comprehensive and efficient fire protection programs, including code enforcement, public outreach, education, and events planning. The office conducts all fire and explosive investigations within the Town, aimed at the identification, arrest, and successful prosecution of criminal events. By coordinating the Town's Hazardous Materials and Bomb Squad teams, the office also focuses on the preparation and response for non-traditional, CBRNE (Chemical, Biological, Radiological, Nuclear, Explosive) events.**



# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## POLICE DIVISION

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Funding from State Police Aid decreases $25,381 for FY 19. Grants received in FY 17 totaled $256,942 and will be added to the FY 19 budget as received. Revenue from parking fines is expected to decrease $32,550. Revenue from tow fines is anticipated to decrease $54,865. Building rental for District Court was renegotiated in June 2011 and has been budgeted according to the lease. Municipal Infractions are budgeted at the three year average of $40,000, an increase of $12,000.

PERSONNEL CHANGES:

A step increase has been funded for the civilian staff effective January 1, 2019. Estimated salary increases for the Fraternal Order of Police bargaining unit have been included at $130,993. Specialty pay has also been included for members of the bargaining unit. One additional sworn officer position was added beginning January 1, 2018, bringing the total number of Police employees to 133. Five full-time Police officers and two full-time Custody Officers were requested but not funded. Part time salaries in the Patrol division include 80 seasonal officers and 36 Public Safety Aides. Part-time salary adjustments due to the revised pay table are included at a cost of $27,828. Additional weeks have been budgeted for the part-time Records Clerks at a cost of $6,770.The allowance for reserve officers increases from $130,000 to $150,000. Overtime in the Criminal Investigation Division increases $33,000. Changes in the pension plan due to the Fraternal Order of Police contract are budgeted at $160,000, in addition to the estimated increase in required funding for the Public Safety pension plan of $108,032. Actuarial evaluations are updated biannually to determine the Town's recommended contributions for retiree health. For FY 19 and FY 20, the Town's recommended contribution for retiree health insurance decreases. Health insurance, the allocation for worker's compensation and unemployment all decrease for this division.

CHANGES IN OPERATIONS:

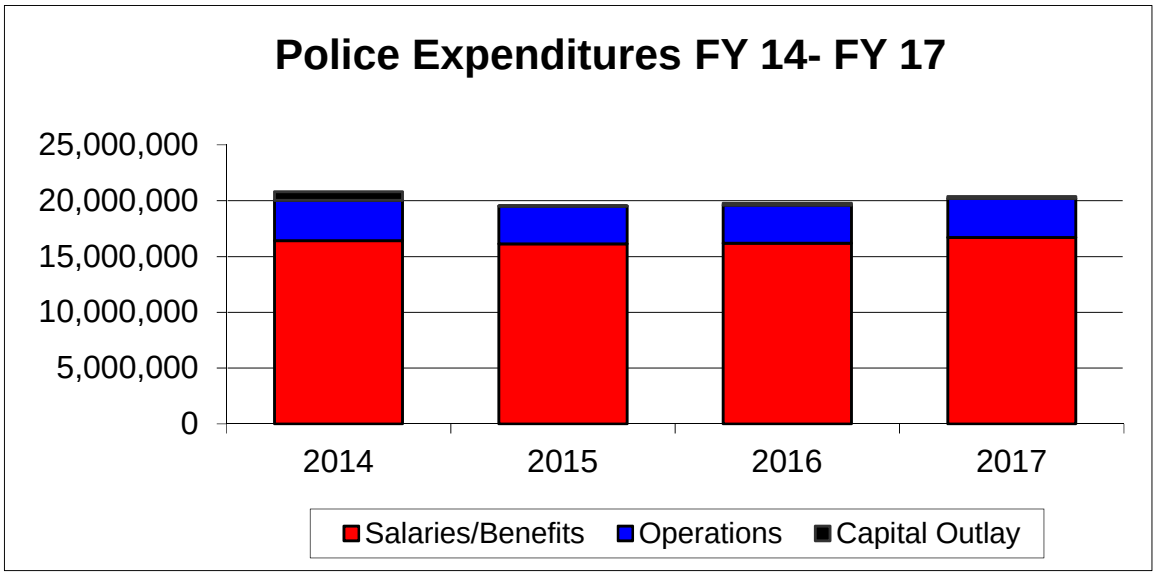
Contracted Services include $250,000 in towing expenses and $135,798 for telephone and radio parts expense. Training and Travel has been budgeted at $225,631, an increase of $30,560, and includes $30,000 for court-related travel, and $35,645 for mandated training expenses. Recruiting expenses increase from $12,000 to $15,000, and housing costs for the Carroll County training academy have been included at $15,000. Funding for allied agency assistance for major special events at a cost of $20,000 has also been included. Patrol training and travel costs have increased $14,324, from $82,495 to $96,819. Consultants for legal and policy review have been included at $20,000 and psychological testing for seasonal officers has been included at $28,800. No assessment processes have been funded in FY 19, while the FY 18 budget included a Sergeant's assessment at $11,250. The contract to cover the costs of boarding, hay and feed for the Mounted unit has been funded at a cost of $36,000. Overall funding for Contracted Services increases 1.5% for FY 19. Funding for general building and equipment maintenance increases and includes $144,000 in repairs to the HVAC system recommended by the Public Works Facilities Manager. The FY 18 budget included HVAC repairs totaling $117,000. Countertop and counter replacement in the Patrol and booking areas have been included at a cost of $9,000. Supplies and Materials include all operational supplies and uniform costs. Ammunition purchases are also included in this line item at a cost of $56,640, an increase of $23,470 from FY 18. Replacement uniforms and items included in the Fraternal Order of Police contract are included in this line item at a cost of $203,032. Replacement ballistic and tactical vests have been budgeted and include ballistic vests for the Custody officers. Personal safety tourniquet kits and vehicle emergency GO bags have been funded at $10,500. Items purchased with forfeiture and grant funds were included in the FY 17 actual expenses. Vehicle fuel, parts and labor costs are all budgeted to decrease in FY 19. Funds to add lights, sirens, and striping to six replacement vehicles has been included at $89,964. The Police department's portion of the CAD/RMS maintenance costs are charged through Intragovernmental expenses. Maintenance and support for this system cost this department $116,843 annually. Overall, the allocation for IT services increases $19,533. Vehicle lease payments to the Vehicle Trust Fund decrease $12,238 in FY 19. Property and General Liability insurance allocations decrease for this division. Capital outlay in FY 17 included items purchased with Homeland Security grants, and a license plate reader. Four Ford Interceptors, a Chevy Tahoe 4 wd and a Chevy Tahoe PPV have been included in Vehicle Trust.

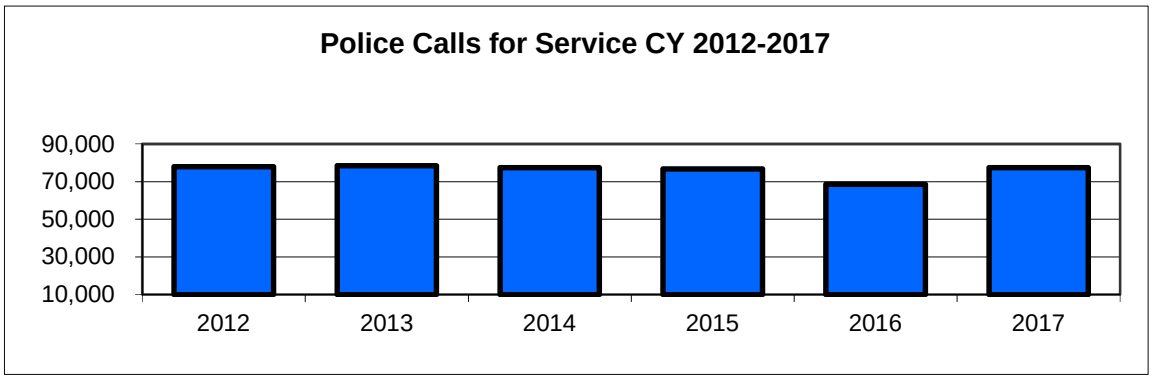
TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
POLICE DIVISION

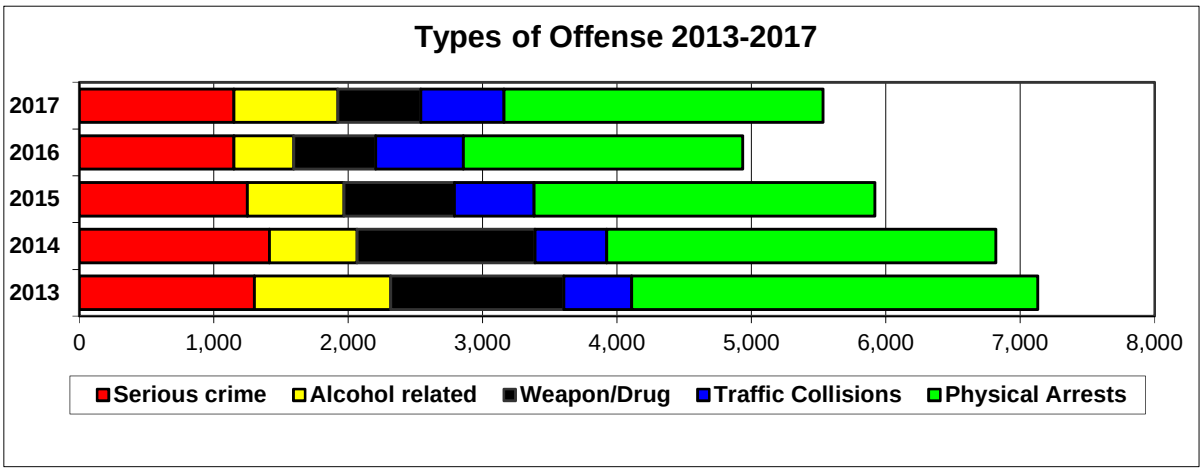
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 11,206,133 | $ 11,660,014 | $ 11,825,812 | $ 11,825,812 |
| EMPLOYEE BENEFITS | 5,500,590 | 5,974,688 | 5,960,942 | 5,960,942 |
| | 16,706,723 | 17,634,702 | 17,786,754 | 17,786,754 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 906,165 | 994,919 | 1,009,394 | 1,009,394 |
| MAINTENANCE | 261,939 | 296,828 | 332,758 | 332,758 |
| SUPPLIES & MATERIALS | 608,283 | 554,820 | 550,036 | 550,036 |
| ENERGY | 145,823 | 160,115 | 157,500 | 157,500 |
| VEHICLE SUPPLIES & REPAIR | 628,800 | 698,890 | 672,139 | 672,139 |
| INTRAGOVERNMENTAL | 949,728 | 920,055 | 924,177 | 924,177 |
| | 3,500,738 | 3,625,627 | 3,646,004 | 3,646,004 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 171,570 | 0 | 0 | 0 |
| | 171,570 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 20,379,031 | $ 21,260,329 | $ 21,432,758 | $ 21,432,758 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| ANIMAL LICENSES | (740) | (700) | (650) | (650) |
| NOISE PERMITS | (200,638) | (201,000) | (201,500) | (201,500) |
| PARKING FINES | (274,380) | (255,000) | (222,450) | (222,450) |
| STATE-POLICE AID | (466,502) | (474,146) | (448,765) | (448,765) |
| STATE - OTHER GRANTS | (40,161) | 0 | 0 | 0 |
| FEDERAL- EMG MGT GRANT | (31,249) | 0 | 0 | 0 |
| FEDERAL- OTHER GRANTS | (185,532) | 0 | 0 | 0 |
| FINGERPRINTING | (2,048) | (2,000) | (2,250) | (2,250) |
| DONATIONS | (14,687) | 0 | 0 | 0 |
| POLICE TOW FINES | (184,220) | (295,000) | (235,000) | (235,000) |
| PRIVATE TOW FINES | (119,740) | (166,865) | (172,000) | (172,000) |
| FALSE ALARMS | (2,200) | (2,000) | (2,000) | (2,000) |
| MUNICIPAL INFRACTIONS | (40,849) | (28,000) | (40,000) | (40,000) |
| BUILDING RENTAL | (118,414) | (126,396) | (129,057) | (129,057) |
| IMPOUNDED VEHICLES/FUNDS | (34,114) | (35,000) | (32,000) | (32,000) |
| | (1,715,474) | (1,586,107) | (1,485,672) | (1,485,672) |
| TOTAL TOWN CONTRIBUTION | $ 18,663,557 | $ 19,674,222 | $ 19,947,086 | $ 19,947,086 |

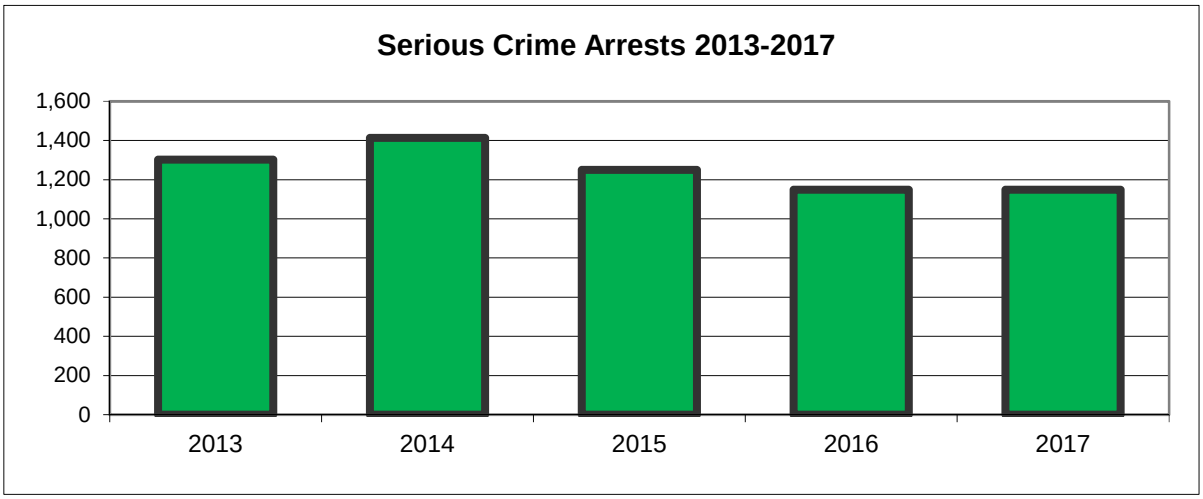
OCEAN CITY POLICE DEPARTMENT
FULL-TIME SWORN PERSONNEL ALLOCATIONS
2017, 2018, BUDGET 2019

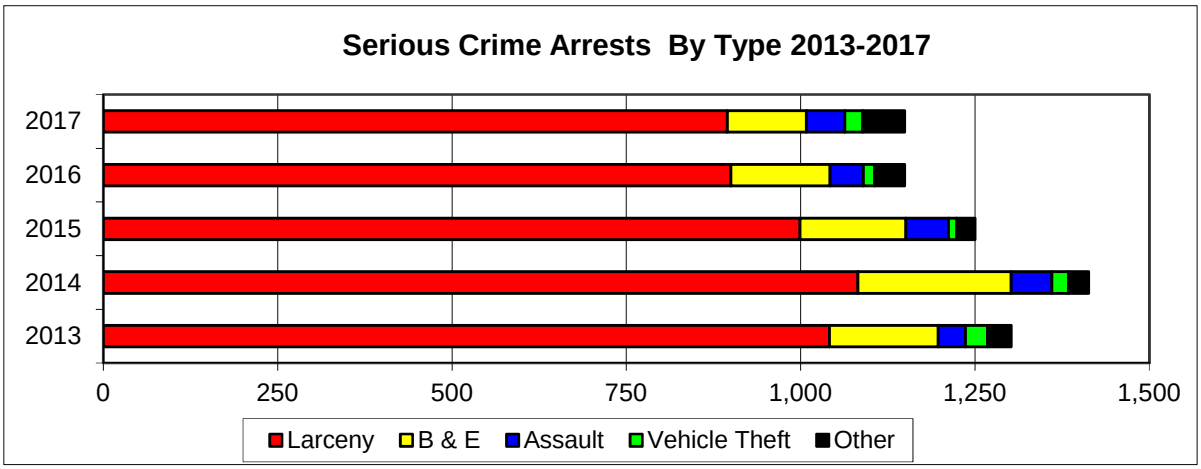
| | FY-2017 | FY-2018 | FY-2019 |
|---|---|---|---|
| Chief | 1 | 1 | 1 |
| Captain | 3 | 3 | 3 |
| Lieutenant | 9 | 9 | 9 |
| Sergeant | 13 | 13 | 13 |
| Corporal | 17 | 17 | 17 |
| PFC | 46 | 51 | 43 |
| Officer | 16 | 12 | 20 |
| | 105 | 106 | 106 |




Types of Offense 2013-2017
2017
2016
2015
2014
2013
0
1,000
2,000
3,000
4,000
5,000
6,000
7,000
8,000
Serious crime
Alcohol related
Weapon/Drug
Traffic Collisions
Physical Arrests


Serious Crime Arrests 2013-2017
1,600
1,400
1,200
1,000
800
600
400
200
0
2013
2014
2015
2016
2017


Serious Crime Arrests By Type 2013-2017
2017
2016
2015
2014
2013
0
250
500
750
1,000
1,250
1,500
Larceny
B & E
Assault
Vehicle Theft
Other

# COMMUNICATIONS, ELECTRONICS, EMERGENCY MANAGEMENT

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

FY 19 revenue reflects continued participation in the Emergency Management Assistance (EMA) funding from the Federal Emergency Management Agency. A grant equivalent to the partial salary and benefits of the Emergency Management Director has been included. A portion of the Homeland Securities grant funds will be allocated to cover the partial salary and benefits of the Emergency Planner. Grants shown in FY 17 will be added to the FY 19 budget if received. The estimate for antenna rents for the Ocean Pines tower increases slightly.

PERSONNEL CHANGES:

Twenty-two full-time positions are funded in this division. One additional Communications operator position was funded in FY 15. To address the ongoing training needs of the department, one Communications Operator II position was promoted to an Operator III position in FY 16. A full-time Electronics Technician, a Communications Operator, and an Emergency Planner were requested, but not funded in FY 19. Salary increases reflect a step increase effective January 1, 2019. Nineteen temporary Communications Operator positions are funded in this division. Seasonal staffing includes two dispatch positions to handle the Beach Patrol's dispatching needs and three dispatch positions to staff the "City Watch" surveillance program. A two-week mandatory training academy was funded in FY 19. A part-time Emergency Management Specialist position was funded for 880 hours, at a cost of $19,433. Pension contributions increase $31,376, while health insurance and retiree health decrease for FY 19.

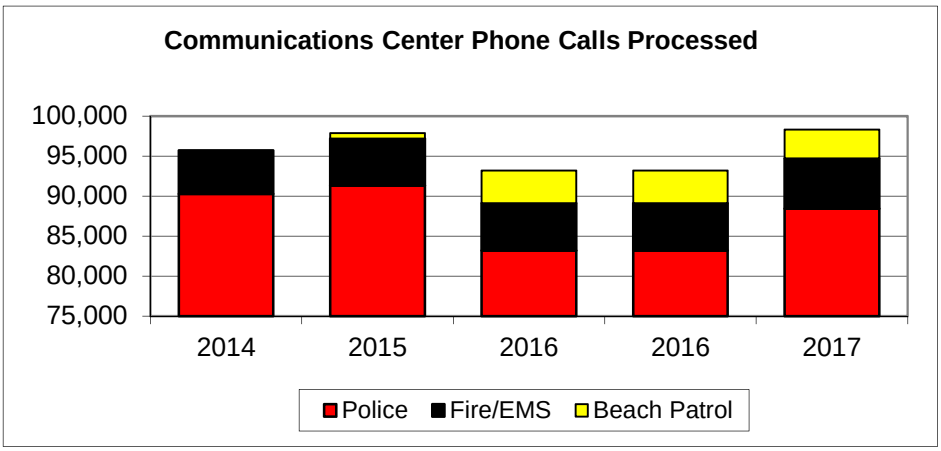
CHANGES IN OPERATIONS:

Contracted Services include equipment maintenance, training costs, printing and other services. Training costs increase and include OSSI training for two Communications operators, and attendance at the International Association of Emergency Manager's conference. Attendance at the Association of Public Safety Communications Officials (APCO) regional conference for two employees has also been included. Attendance at the Hurricane Conference for the Director and the Planner has been funded. Support for the Maryland Incident Management Team and EMI Section Chief Training have also been funded. Contracted radio maintenance technical assistance during the radio project has been reduced from $25,600 in FY 18 to $10,000 in FY 19. Maintenance costs increase $12,105 and include the maintenance on the logging recorder purchased in FY 16, $9,900, and building maintenance on the radio shop and radio shelter, $19,808, which includes a $10,384 HVAC repair. Other maintenance costs include the generator and HVAC contracts for the Electronics shop and the radio towers. Supplies & Materials include operational and uniform costs for the three divisions. Replacement tables and chairs for the EOC were included at a cost of $3,000 in FY 18. Outerwear for the CERT team has been included at $1,000. Energy costs decrease and are based on the actual expense for the past twelve months. Vehicle fuel and maintenance expenses are expected to decrease. Intragovernmental expenses decrease $7,743. The IT allocation decreases $8,482 and includes $52,800 for the Comcast connection for boardwalk surveillance, and $14,800 for the replacement of four rugged laptops. Vehicle Lease allocation increases $1,545.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
COMMUNICATIONS, ELECTRONICS, EMERGENCY MANAGEMENT

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,486,886 | $ 1,552,992 | $ 1,607,015 | $ 1,607,015 |
| EMPLOYEE BENEFITS | 662,085 | 731,724 | 707,448 | 707,448 |
| | 2,148,971 | 2,284,716 | 2,314,463 | 2,314,463 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 82,804 | 115,486 | 108,253 | 108,253 |
| MAINTENANCE | 49,735 | 46,718 | 58,823 | 58,823 |
| SUPPLIES & MATERIALS | 40,107 | 45,162 | 42,362 | 42,362 |
| ENERGY | 32,050 | 36,867 | 34,174 | 34,174 |
| VEHICLE SUPPLIES & REPAIR | 29,206 | 21,433 | 15,743 | 15,743 |
| INTRAGOVERNMENTAL | 209,864 | 220,924 | 213,181 | 213,181 |
| | 443,766 | 486,590 | 472,536 | 472,536 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 594 | 0 | 0 | 0 |
| | 594 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,593,331 | $ 2,771,306 | $ 2,786,999 | $ 2,786,999 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| FEDERAL EMERGENCY MGT. GRANT | (133,010) | (122,000) | (122,000) | (122,000) |
| OTHER GRANTS | (6,546) | 0 | 0 | 0 |
| ANTENNA RENTS | (55,661) | (54,000) | (56,000) | (56,000) |
| | (188,671) | (176,000) | (178,000) | (178,000) |
| TOTAL TOWN CONTRIBUTION | $ 2,404,660 | $ 2,595,306 | $ 2,608,999 | $ 2,608,999 |

| | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| COMMUNICATIONS | 1,661,418 | 1,819,801 | 1,802,380 | 1,802,380 |
| EMERGENCY MGT | 567,396 | 527,448 | 558,185 | 558,185 |
| ELECTRONICS | 364,517 | 424,057 | 426,434 | 426,434 |
| | 2,593,331 | 2,771,306 | 2,786,999 | 2,786,999 |



# VOLUNTEER FIRE DIVISION

## BUDGET HIGHLIGHTS:

### PERSONNEL CHANGES:

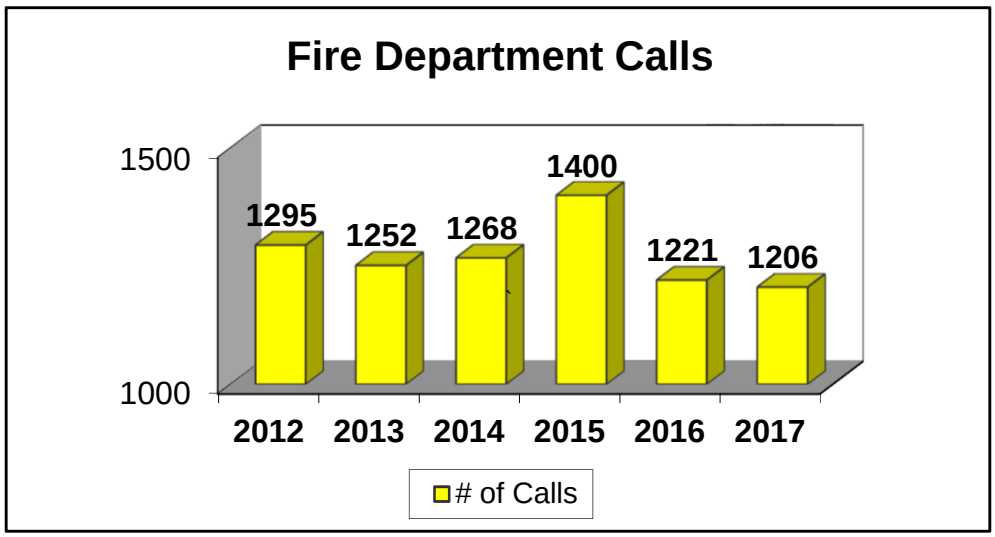
There are three full-time positions in this division, two firefighter/mechanics and one clerical position. A retention/recruitment coordinator position, funded by the Volunteers, has been included. Salary changes include a step increase effective January 1, 2019. Benefits for the Retention/Recruitment Coordinator, budgeted at $19,343 and funded by the Town, have been included. Allocations for health insurance and pension increase, while the allocation for retiree health decreases.

### CHANGES IN OPERATIONS:

Contracted Services include such items as: training, fire company physicals, equipment maintenance, communications, and fire company insurance policies. Approved training increases $1,063 from the FY 18 adopted budget and includes two training sessions for the Firefighter/mechanic positions. Attendance at the FDIC and the IAFC conferences have also been included. Communications expense is anticipated to increase $4,548 in FY 19. Phone costs, replacement pagers and Verizon wireless cards are funded in this line item. The Fire Company insurance policies are budgeted at $72,318, an increase of $7,743 from FY 18. Physicals for volunteer firemen have been budgeted at a cost of $32,000, a decrease of $3,500 from FY 18. Fire hose testing and Hurst tool testing have been included at a combined cost of $23,500. Maintenance on the Self Contained Breathing Apparatus has been funded at $9,835. Building maintenance is projected to decrease $19,087. Replacement of five gas fired furnaces at Fire Station 1 were included in FY 18 at a cost of $44,000. Roof replacement at Station 2 has been funded at $18,000, and interior repairs have been funded at Headquarters, Station 2 and Station 4 at a cost of $18,000. Operational supplies include items such as replacement hose, shop supplies, and marine unit supplies. Fire fighter turnout gear has been included at a cost of $37,600. Replacement Class “A” uniforms, at a cost of $38,000 were funded in the FY 17 budget. Three replacement thermal imaging cameras have been included at a cost of $30,600. Energy costs are funded slightly higher than the FY 18 adopted level. Vehicle fuel costs have been budgeted to decrease next fiscal year, and are based on the average number of gallons used in the past few fiscal years. An allowance for fuel costs for the fire boat has been included at $10,000. Vehicle maintenance costs increase and include $37,860 for replacement tires, and $25,046 for repairs to the back body/cab doors on R-1. Routine items such as brake drums, valves, and other parts make up the remainder of the cost. Allocations for IT Services and property insurance increase for this division. Capital outlay reflects an increase of the Town’s contribution to the fire equipment fund of $25,000, for total annual funding of $238,910. Funding for replacement of the lintel, door and façade at Station 2 at a cost of $100,000 and Station 3 improvements at a cost of $120,000 have been included. Station 3 improvements include sealing ductwork, upgrading the HVAC, installation of a plymovent system, and replacing the generator.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
VOLUNTEER FIRE DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 174,221 | $ 177,007 | $ 181,335 | $ 181,335 |
| EMPLOYEE BENEFITS | 123,474 | 129,574 | 147,336 | 147,336 |
| | 297,695 | 306,581 | 328,671 | 328,671 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 195,967 | 214,413 | 224,077 | 224,077 |
| MAINTENANCE | 80,429 | 125,735 | 110,807 | 110,807 |
| SUPPLIES & MATERIALS | 188,617 | 162,619 | 211,849 | 211,849 |
| ENERGY | 61,754 | 63,650 | 68,053 | 68,053 |
| VEHICLE SUPPLIES & REPAIR | 226,103 | 275,434 | 285,732 | 285,732 |
| INTRAGOVERNMENTAL | 80,975 | 77,685 | 103,527 | 103,527 |
| | 833,845 | 919,536 | 1,004,045 | 1,004,045 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 254,239 | 320,910 | 458,910 | 458,910 |
| | 254,239 | 320,910 | 458,910 | 458,910 |
| TOTAL EXPENDITURES | $ 1,385,779 | $ 1,547,027 | $ 1,791,626 | $ 1,791,626 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| EMERGENCY MGT GRANTS | (76,673) | 0 | 0 | 0 |
| COUNTY FIRE GRANT | (87,000) | (93,000) | (93,000) | (93,000) |
| FALSE ALARM FINES | (2,200) | (2,000) | (2,000) | (2,000) |
| | (165,873) | (95,000) | (95,000) | (95,000) |
| TOTAL TOWN CONTRIBUTION | $ 1,219,906 | $ 1,452,027 | $ 1,696,626 | $ 1,696,626 |



BUDGET HIGHLIGHTS:

REVENUE CHANGES:

The current fee schedule was adopted in FY 14, with no differentiation in charges to residents of Ocean City and residents of West Ocean City. Fees consist of an Advanced Life Support or a Basic Life Support charge depending upon the level of service rendered and a charge for mileage. Basic Life Support fees were increased from $425 to $450 in FY 16. Advanced life support level one fees are $600 and advanced life support level two fees are $650. The mileage rate is currently $15 per mile. Revenue for FY 18 has been set at the FY 17 actual level. Worcester County reimburses the Town $190 per run for in-town and $760 per run for out-of-town calls. The per-paramedic subsidy remained at $5,000, and the per-ambulance subsidy remained at $10,000. Reimbursement for 24/7 coverage is funded at $30,000. County grants have been included at $1,259,198.

PERSONNEL CHANGES:

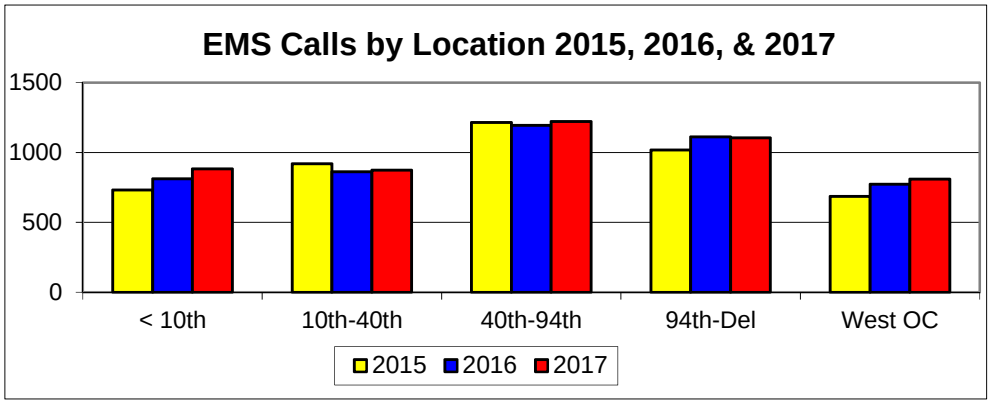
The FY 19 budget includes forty-four full-time positions. Positions included are: a Fire Chief, a Deputy Chief, an Assistant Chief, four Captains, six Lieutenants, and thirty-one Firefighter/ EMTs. Staffing was revised in FY 18 with a reduction of one Captain and two Lieutenants and an increase of four Firefighter/EMTs, or an overall increase of one employee. Per the contract, one step and a 1.5% cost of living adjustment will be granted on July 1, 2018. A transitional bonus was funded per the contract in FY 18 at a cost of $50,000. Part-time EMTs are paid at step 1 of the full-time pay table, which will increase 1.5% on July 1, resulting in an additional cost of $22,613 for part-time employees. For the past few years, power units consisting of two-person EMS units were funded from Memorial Day to Labor Day and special event weekends as needed. For FY 19, 189 shifts were added from September through May at an additional cost of $99,092. An allowance for the sick leave act has also been included at $30,829. Overtime has been budgeted to increase. Benefit cost allocations decreased for health insurance, retiree health, and worker's compensation, but increased for pension contributions.

CHANGES IN OPERATIONS:

Contracted Services includes $40,000 for required physicals for all Fire/EMS personnel. This cost includes the cost of a comprehensive physical, stress ECGs and blood tests for haz mat technicians. Training and travel costs, also included here, are budgeted at $16,298. Building and equipment maintenance costs decrease $20,415 for FY 18. Dive Team equipment maintenance is included at $3,404. Maintenance on the glidescope videolaryngoscope and the autopulses are not included as the division has switched to different, more efficient models. Supplies and Materials include medical and training supplies and uniform costs. This category decreased nearly $86,000, from FY 17 to FY 18 as Phase II of the replacement of the City's Automated External Defibrillators (AEDs) at a cost of $72,273 was included in FY 17. WaterRescue Team supplies are included at a cost of $11,346. A replacement Stryker stretcher has been funded at $16,000, and operative IQ software has been funded at $4,600. Uniform costs are funded at $99,825 for FY 18. Energy costs are anticipated to decrease. Vehicle fuel costs decrease, but costs for vehicle maintenance are projected to increase. Intragovernmental allocations for Vehicle lease, IT Services, and insurance decrease for FY 19. A 50 person mass casualty trailer has been funded 50/50 with the Paramedic Foundation. Replacement tablets, replacement CF54s and inventory and access management software has been funded through the IT budget. A replacement ambulance has been included in the Vehicle Trust fund budget.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
CAREER FIRE/EMS DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 4,644,822 | $ 4,846,014 | $ 5,022,113 | $ 5,022,113 |
| EMPLOYEE BENEFITS | 1,932,092 | 2,127,057 | 2,071,273 | 2,071,273 |
| | 6,576,914 | 6,973,071 | 7,093,386 | 7,093,386 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 95,528 | 100,000 | 100,302 | 100,302 |
| MAINTENANCE | 40,659 | 46,664 | 26,249 | 26,249 |
| SUPPLIES & MATERIALS | 331,236 | 230,599 | 254,251 | 254,251 |
| ENERGY | 13,475 | 16,086 | 15,206 | 15,206 |
| VEHICLE SUPPLIES & REPAIR | 224,415 | 227,255 | 225,857 | 225,857 |
| INTRAGOVERNMENTAL | 301,572 | 349,865 | 347,103 | 347,103 |
| | 1,006,885 | 970,469 | 968,968 | 968,968 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 32,000 | 32,000 |
| | 0 | 0 | 32,000 | 32,000 |
| TOTAL EXPENDITURES | $ 7,583,799 | $ 7,943,540 | $ 8,094,354 | $ 8,094,354 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| AMBULANCE SERVICE FEES | (1,056,130) | (1,048,000) | (1,053,000) | (1,053,000) |
| EMERGENCY MGT GRANTS | (1,377) | 0 | 0 | 0 |
| COUNTY OPERATING GRANT | (1,231,713) | (1,226,530) | (1,259,198) | (1,259,198) |
| DONATIONS | (88,210) | 0 | 0 | 0 |
| | (2,377,430) | (2,274,530) | (2,312,198) | (2,312,198) |
| TOTAL TOWN CONTRIBUTION | $ 5,206,369 | $ 5,669,010 | $ 5,782,156 | $ 5,782,156 |



# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## FIRE MARSHAL DIVISION

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

A 20% surcharge for Fire Marshal plan review is added to Planning & Zoning review fees. This method has been more successful in recovering costs associated with the process than methods used in the past. Fire Marshal revenue is budgeted at $202,000, a projected increase of $1,500. In FY 17, funds received from Homeland Securities grants were included, and will be added to the FY 19 budget as received.

PERSONNEL CHANGES:

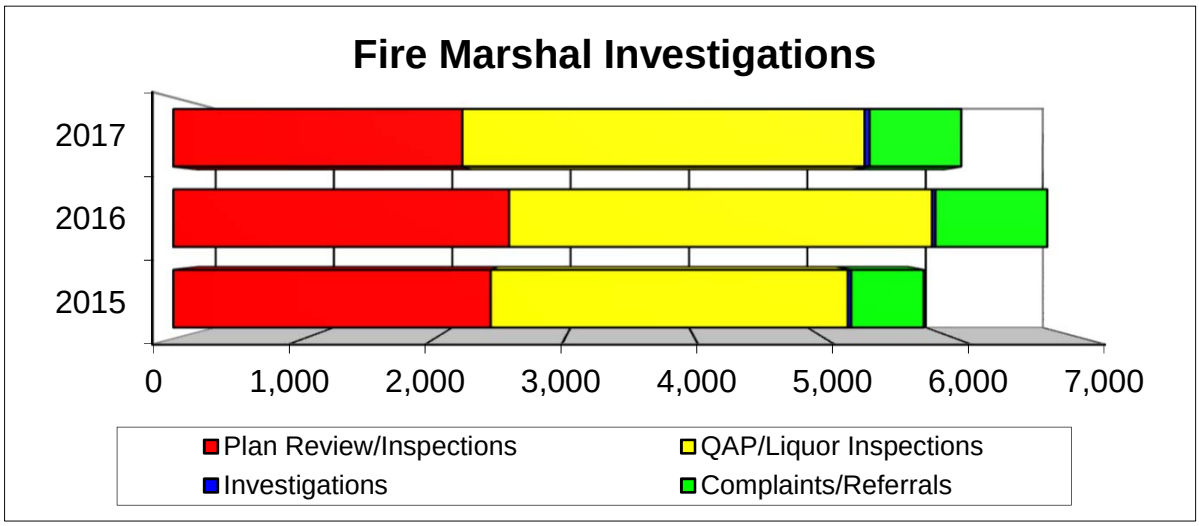
Seven full-time employees are included in this division. Two positions have been eliminated since 2009. A step increase and a 1.5% COLA has been scheduled for members of the IAFF bargaining unit and the Command staff on July 1, 2018. Employees not in the bargaining unit are scheduled to receive a step increase on January 1, 2019. Health insurance costs increase for this division, while allocations for retiree health and pension decrease.

CHANGES IN OPERATIONS:

Comprehensive physicals, communications expense, and training are examples of costs included in Contracted Services. Estimates for Communications and medical payments decrease slightly for FY 19. Training has been budgeted at $6,910 and includes hazardous materials training, monthly bomb training and attendance for one employee at the International Association of Arson Investigators seminar. The monthly fee for the online bonfire permitting system has been included at $2,200. Equipment maintenance costs are expected to remain level. Equipment maintained in this division includes x-ray machines, a dosimitor and hazardous materials id equipment. Maintenance on the bomb robot has been completed in-house since FY 15. An allowance of $4,650 for repair parts has been included in Operational Supplies. Overall, Operational Supplies increase $2,600 to reflect actual expenses for the past two fiscal years. Uniform costs are funded at the same level as FY 18. The safety shoe allowance is set at $190 per pair as part of the bargaining agreement. Items funded with Homeland Security grants were included in FY 17, resulting in higher expenses that year. Vehicle fuel has been budgeted at the three-year average number of gallons, and is expected to decrease $708. Vehicle maintenance costs are also budgeted to decrease in FY 19. Intragovernmental expenses reflect a reduction in the allocation for IT services and insurance, and an increase in Vehicle Lease. No capital outlay has been included for this division. No vehicle replacements for this division have been proposed in theVehicle Trust Fund.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
FIRE MARSHAL DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 556,655 | $ 576,182 | $ 598,844 | $ 598,844 |
| EMPLOYEE BENEFITS | 322,983 | 347,803 | 338,018 | 338,018 |
| | 879,638 | 923,985 | 936,862 | 936,862 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 22,810 | 18,581 | 20,433 | 20,433 |
| MAINTENANCE | 9,832 | 12,400 | 12,400 | 12,400 |
| SUPPLIES & MATERIALS | 31,952 | 27,000 | 29,800 | 29,800 |
| ENERGY | 0 | 0 | 0 | 0 |
| VEHICLE SUPPLIES & REPAIR | 17,656 | 27,151 | 23,943 | 23,943 |
| INTRAGOVERNMENTAL | 57,071 | 61,072 | 61,241 | 61,241 |
| | 139,321 | 146,204 | 147,817 | 147,817 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 1,018,959 | $ 1,070,189 | $ 1,084,679 | $ 1,084,679 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| EMERGENCY MGT. GRANT | (35,685) | 0 | 0 | 0 |
| SITE PLAN REVIEW | (94,045) | (100,000) | (89,000) | (89,000) |
| SPECIAL REVIEW FEES | (15,520) | (13,500) | (15,000) | (15,000) |
| QUALITY ASSURANCE | (72,438) | (70,000) | (74,000) | (74,000) |
| INSPECTION FEES | (26,674) | (17,000) | (24,000) | (24,000) |
| | (244,362) | (200,500) | (202,000) | (202,000) |
| TOTAL TOWN CONTRIBUTION | $ 774,597 | $ 869,689 | $ 882,679 | $ 882,679 |



# PUBLIC WORKS

**Public Works has four main divisions: Engineering/Beach Replenishment; Public Works Administration and Construction; Public Works Maintenance; and Solid Waste. Engineering is located at City Hall on 3rd Street, while the other Public Works departments are located at 65th Street in the Public Works complex. In the budget ordinance, these departments are itemized as Public Works/Beach Maintenance, Sanitation and Waste Removal, and Highways and Streets.**

## ENGINEERING/BEACH REPLENISHMENT

**These divisions are responsible for the design, construction management, and long-term planning associated with the Town's infrastructure, and the Beach Replenishment program. Engineering also oversees Information Technology.**

## PUBLIC WORKS ADMINISTRATION AND CONSTRUCTION

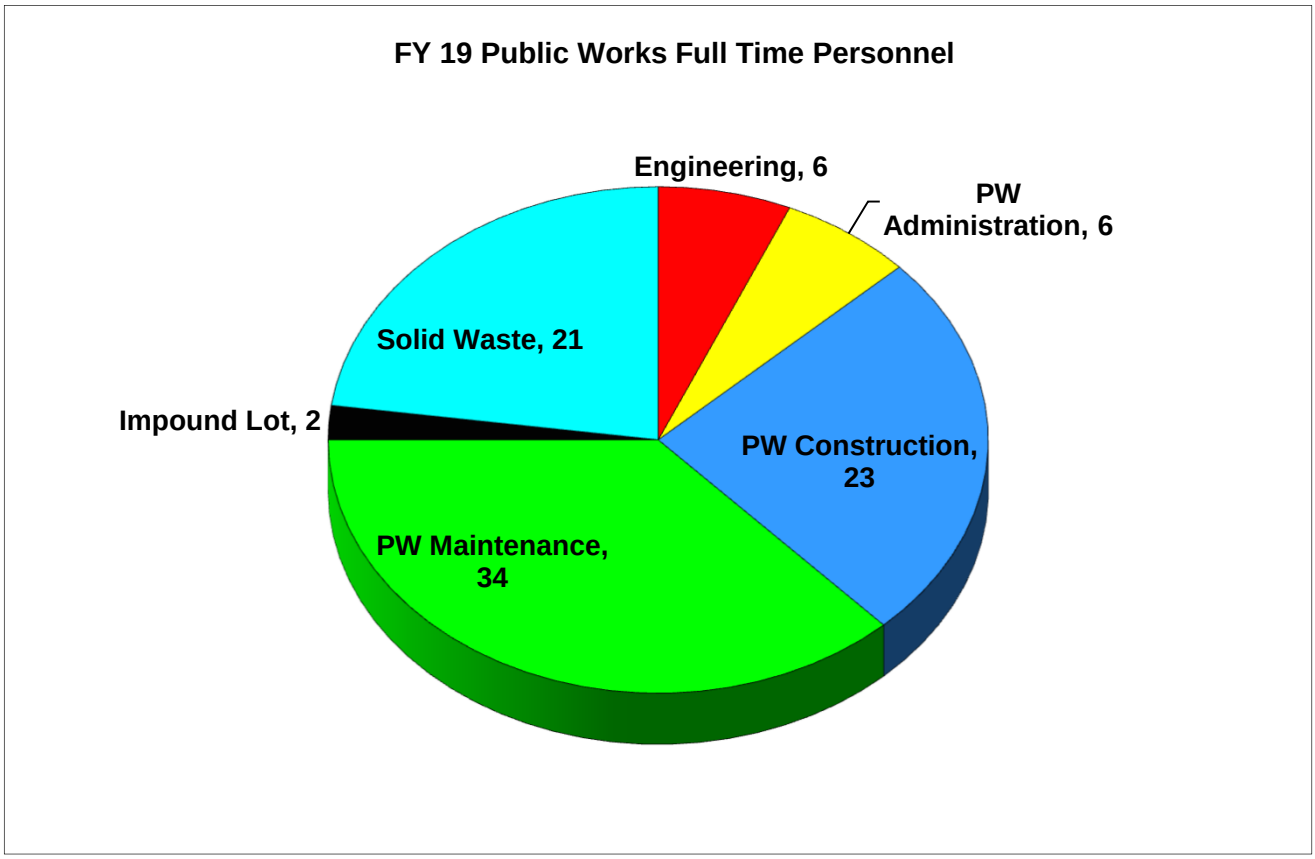
**Public Works Administration shares responsibility for the design, construction management, and long-term planning associated with the Town's infrastructure. They also oversee the Airport, Construction, Maintenance, Service Center, Solid Waste, Transportation, Water and Wastewater divisions from an administrative oversight stance. The Construction division is responsible for maintaining Ocean City's 63 miles of streets, 38 miles of storm drains, and 15 miles of alleys in addition to the majority of the City's buildings, street lights, and beach crossovers. Major street renovations, minor bulkhead repairs, paving of alleys, snow removal, sidewalk construction and maintenance and storm damage clean-up and repairs are also the responsibility of this division.**

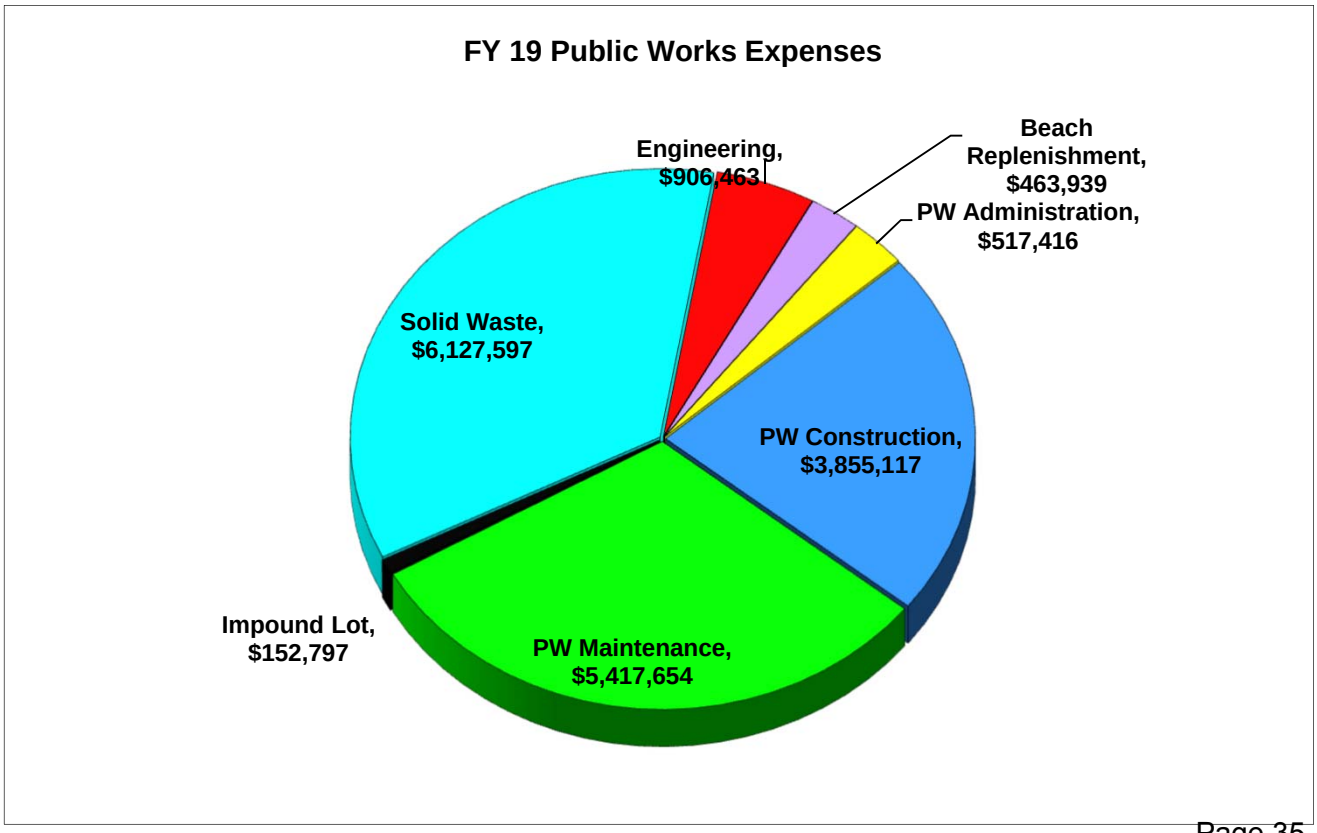
## PUBLIC WORKS MAINTENANCE

**The Maintenance Division is responsible for the daily upkeep of Ocean City's 10 miles of beach and 2 ½ miles of boardwalk, the seawall, street cleaning, the Cale parking system, signage, set-up of special events and janitorial service.**

## SOLID WASTE AND TRANSFER STATION

**The Solid Waste division is responsible for the collection, processing, and disposal of residential and commercial refuse. Bulk pickup collection service is also handled by this division. The department operates over 25 collection vehicles. Collection services to residents and visitors were changed in FY 09 to summer season and off-season service. Service to single-family homes and mobile homes is twice a week from mid-May through mid-October and once a week the rest of the year. Service to multi-family units and commercial establishments is three times a week from mid-October through mid-May and five times per week from mid-May through mid-October. If service is required more than five days per week, an additional fee is charged. FY 19 is the sixth year of the contract with Covanta for the disposal of all solid waste.**


FY 19 Public Works Full Time Personnel
Engineering, 6
PW Administration, 6
Solid Waste, 21
Impound Lot, 2
PW Construction, 23
PW Maintenance, 34


FY 19 Public Works Expenses
Engineering, $906,463
Beach Replenishment, $463,939
PW Administration, $517,416
Solid Waste, $6,127,597
PW Construction, $3,855,117
Impound Lot, $152,797
PW Maintenance, $5,417,654

# PUBLIC WORKS ADMINISTRATION AND CONSTRUCTION

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Sidewalk condemnations decrease slightly in FY 19, as much of this effort is being accounted for in the Street paving project. One-half of this cost is billable to the owners of the condemned sidewalks. The Vehicle Franchise fee has been budgeted at the same level, but will be re-bid in FY 19. Expenses of Public Works Administration are allocated to the divisions of Public Works as General Overhead Expense. The allocation charged to Water, Wastewater, Transportation and Airport is shown here as a $424,282 reimbursement to the General Fund.

PERSONNEL CHANGES:

Since FY 09, twelve full-time positions have been eliminated from this division. A full-time Facilities Manager position was funded in FY 14, and a full-time carpenter was added to this Division in FY 14 through the elimination of a position in the Transfer Station division. In FY 17, a Heavy Equipment Operator position was eliminated and replaced with a Safety/COOP Coordinator. Currently, there are six employees in the Administrative division and twenty-two employees in the Construction division. A Supervisor, Crew Leader and four Heavy Equipment Operator positions were requested. One Supervisor position was eliminated and two additional Heavy Equipment Operators were funded in FY 19. A step increase effective January 1, 2019 has been included. Deductions for Public Works labor charged to Water and Wastewater capital projects and to Street Paving totaling $100,000 have been made. This labor deduction is the same as the deduction made in the FY 18 budget. Allocations for health insurance, retiree health, pension, and unemployment all decrease for this division.

CHANGES IN OPERATIONS:

Sidewalk replacement and condemnation has been reduced to $20,000. Costs for concrete disposal are included at $17,500. Property taxes on the post office property have been included at $13,094. Building Maintenance covers maintenance for city-owned buildings such as City Hall, the Art League, the Post Office and the Public Works office buildings. Routine building maintenance and the HVAC contracts for these locations have been budgeted at $51,507. HVAC repairs recommended by the Public Works Facilities Manager have been budgeted at $44,500 for this division, which includes $36,500 for work at City Hall and $3,000 to upgrade ductwork at the Animal Shelter. Supplies for streets, storm drains and buildings and grounds have been budgeted at $119,890. Replacement light poles have been budgeted at a cost of $22,000. Snow removal supplies are also included in this category, and $10,500 has been budgeted. Replacement equipment including traffic control signs, a generator, tools, tamps, and chainsaws have been budgeted at $34,373. Uniforms and safety equipment are budgeted at $13,580. ARC flash safety gear for the electricians has been included in the uniform cost at $2,340. In Energy, street lighting is the major expense and was calculated at the actual cost for the past twelve months. Estimates for vehicle fuel decrease, while the estimates for vehicle maintenance have been projected to increase. Allocations for IT services and property insurance decrease. Vehicle lease expense increases $40,438. For FY 19, miscellaneous bulkhead repairs have been included at $11,000. A replacement dump truck, two replacement pickup trucks and a replacement one ton flatbed truck have been funded through Vehicle Trust in FY 19.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS ADMINISTRATION AND CONSTRUCTION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,720,310 | $ 1,753,803 | $ 1,768,935 | $ 1,768,935 |
| EMPLOYEE BENEFITS | 918,051 | 1,015,826 | 925,470 | 925,470 |
| | 2,638,361 | 2,769,629 | 2,694,405 | 2,694,405 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 170,098 | 132,084 | 142,090 | 142,090 |
| MAINTENANCE | 109,295 | 101,406 | 105,494 | 105,494 |
| SUPPLIES & MATERIALS | 172,139 | 207,820 | 208,116 | 208,116 |
| ENERGY | 755,985 | 767,276 | 795,184 | 795,184 |
| VEHICLE SUPPLIES & REPAIR | 379,755 | 356,970 | 358,874 | 358,874 |
| INTRAGOVERNMENTAL | 393,136 | 447,014 | 481,652 | 481,652 |
| | 1,980,408 | 2,012,570 | 2,091,410 | 2,091,410 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 7,380 | 10,000 | 11,000 | 11,000 |
| | 7,380 | 10,000 | 11,000 | 11,000 |
| TOTAL EXPENDITURES | $ 4,626,149 | $ 4,792,199 | $ 4,796,815 | $ 4,796,815 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| REIMBURSEMENT FROM OTHER FUNDS FOR ADMINISTRATIVE SERVICES | (314,807) | (351,756) | (424,282) | (424,282) |
| FEDERAL - OTHER GRANTS | (3,600) | 0 | 0 | 0 |
| FRANCHISE FEES - VEHICLE | (33,600) | (32,100) | (32,100) | (32,100) |
| STATE - STREET AID | (42,584) | (26,363) | (26,363) | (26,363) |
| STREET CUT FEES | (9,585) | (7,500) | (8,000) | (8,000) |
| SIDEWALK PAYMENTS | (5,321) | (12,500) | (10,000) | (10,000) |
| | (409,497) | (430,219) | (500,745) | (500,745) |
| TOTAL TOWN CONTRIBUTION | $ 4,216,652 | $ 4,361,980 | $ 4,296,070 | $ 4,296,070 |

# PUBLIC WORKS MAINTENANCE DIVISION

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

All parking has been converted to a pay by plate system for FY 19. Parking rates in the Inlet Lot were increased from $2 per hour to $3 per hour before Memorial Day and after Labor Day. Rates in the Inlet Lot will remain at $3 per hour between Memorial Day and Labor Day. Revenue for streets, lots and the Inlet Lot have been projected to increase for FY 19. The majority of the increased revenue is in the Inlet Lot and is due to the rate increase and additional available spaces from reconfiguration of the lot. Leases for the Public Safety Building lot were extended through FY 18. No revenue from these leases has been budgeted for FY 19. The Beach Photo franchise has been included at $434,500, but will be re-bid in FY 19.

PERSONNEL CHANGES:

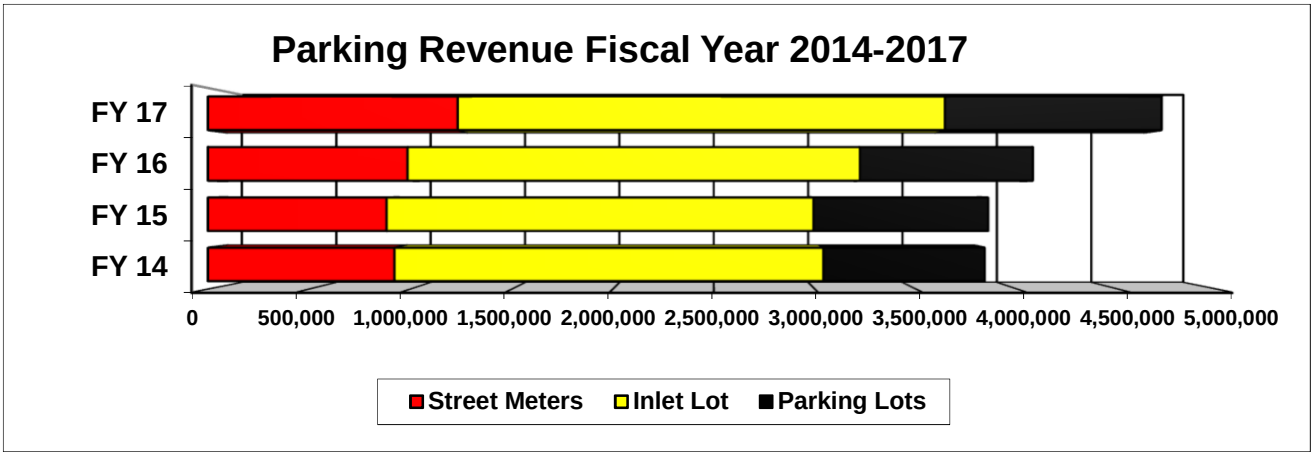
In FY 2009, thirty-eight full-time positions were funded in this division, which has been reduced to the current number of thirty-four full-time employees. As in other divisions, a step increase effective January 1, 2019 has been funded. Positions requested, but not funded include: A Meter Technician, a Sign Technician and two Maintenance Workers. A seasonal Office Associate position was requested but not funded. Part-time salaries have been adjusted to reflect the revised pay table, at a cost of $18,810. Operators of the Beach Cleaning equipment were upgraded to Equipment Operators at a cost of $10,427. As the Inlet Lot has been converted to a pay by plate system, fewer part-time employees are needed. Several ambassadors will be utilized in FY 19 to guide visitors through the new parking system. Employees assigned to the money room from this division were reduced by a half position. Overall salary savings due to the Inlet Lot conversion total $99,917. In this division, retiree health decreases $43,421. Health insurance increases, while allocations for pension, worker's compensation and unemployment decrease.

CHANGES IN OPERATIONS:

Credit Card fees for use of the parking meters have been budgeted at $268,000 in FY 19, an increase of $138,000 from FY 18. As the Inlet Lot has changed from a booth system to a pay by plate system, credit card use is expected to increase. Other expenses in Contracted Services include boardwalk re-decking, budgeted at $60,000, an increase of $15,000 over FY 18, and Parkeon back office fees budgeted at $35,690. Demolition of the metal facility at Whiteside has been funded at $28,250. The beach tractor lease increases $3,000 in FY 19, from $102,000 to $105,000. A weed prevention service at a cost of $28,000 has also been included. Maintenance costs decrease $28,901 as there is no maintenance agreement on the new parking meters. Porta potties for holiday weekends and some special events has been included at $4,500. HVAC repairs and general maintenance costs decrease for the Comfort Stations. Supplies and Materials includes funding used for day-to-day operations. In addition, the following items have been approved: ten bike racks, $3,375; a beach box blade, $5,500, a beach wagon, $6,500, and thirty 300 gallon waste containers for the beach. Other supplies include comfort station supplies, replacement banners for the boardwalk, beach ramp supplies and replacement sand fence. Spare parts for the parking meters have been included at $15,000. Vehicle fuel is anticipated to decrease, while vehicle maintenance is expected to increase from the FY 18 budgeted amount. Allocations for Vehicle Lease increase $5,555, while the allocations for IT Services and insurance decrease.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS MAINTENANCE DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 2,216,439 | $ 2,336,801 | $ 2,262,160 | $ 2,262,160 |
| EMPLOYEE BENEFITS | 1,129,170 | 1,193,374 | 1,104,960 | 1,104,960 |
| | 3,345,609 | 3,530,175 | 3,367,120 | 3,367,120 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 538,793 | 454,389 | 635,596 | 635,596 |
| MAINTENANCE | 53,201 | 79,074 | 40,816 | 40,816 |
| SUPPLIES & MATERIALS | 322,171 | 324,631 | 326,373 | 326,373 |
| ENERGY | 73,174 | 73,663 | 75,057 | 75,057 |
| VEHICLE SUPPLIES & REPAIR | 536,638 | 597,086 | 585,197 | 585,197 |
| INTRAGOVERNMENTAL | 344,323 | 388,922 | 387,495 | 387,495 |
| | 1,868,300 | 1,917,765 | 2,050,534 | 2,050,534 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 5,213,909 | $ 5,447,940 | $ 5,417,654 | $ 5,417,654 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| STREET PARKING METER REVENUE | (1,234,519) | (1,143,000) | (1,222,000) | (1,222,000) |
| PARKING LOT REVENUE | (1,079,029) | (1,016,891) | (1,097,000) | (1,097,000) |
| INLET PARKING LOT REVENUE | (2,407,659) | (2,304,217) | (2,660,000) | (2,660,000) |
| RESIDENTIAL PARKING PERMITS | (1,671) | (1,500) | (1,600) | (1,600) |
| FRANCHISE FEES-PHOTO | (434,500) | (434,500) | (434,500) | (434,500) |
| SERVICE CHARGES | (38,044) | (18,000) | (19,000) | (19,000) |
| | (5,195,422) | (4,918,108) | (5,434,100) | (5,434,100) |
| TOTAL TOWN CONTRIBUTION | $ 18,487 | $ 529,832 | $ (16,446) | $ (16,446) |



# SOLID WASTE AND TRANSFER STATION

## BUDGET HIGHLIGHTS:

### REVENUE CHANGES:

Revenue from recycling sales is expected to remain constant for FY 19. Wastewheelers and dumpster parts are sold to the public, and it is anticipated that $19,000 will be collected from this effort. Solid Waste collection fees charged to establishments requiring trash collection more than five times per week are anticipated to decrease from the FY 18 budgeted amount. Bulk collection fees for the collection of one item and the collection of up to three items were last increased in FY 14. It is anticipated that bulk collection revenue will increase $3,000.

### PERSONNEL CHANGES:

The FY 19 budget includes funding for twenty-one full-time positions, the same number of positions since FY 15. In addition, there are seventeen seasonal positions in this division. Since FY 09, twenty-three positions have been eliminated in this division. Two Solid Waste Worker II positions were requested, but not funded. Full-time wages include a step increase effective January 1, 2019. Solid Waste Worker II positions were upgraded as part of the pay study conducted in FY 16. Part-time employees in this division also received upgrades through the pay and benefits study. For FY 19, a 2% pay table adjustment will increase the wages for the part-time employees at a cost of $3,614. Overtime costs increase $2,649. Heath insurance is projected to increase for this division, while retiree health, pension, worker's compensation and unemployment are projected to decrease.

### CHANGES IN OPERATIONS:

Contracted Services includes building and equipment maintenance costs, travel and training, communications and dues. In FY 17, repair and painting of the truck shed was included at $26,400. HVAC repairs for the Transfer Station division have been budgeted at $3,900. Transport/Tipping Fees reflects the contract with Covanta, our waste contractor. In FY 19, the price per ton increases from $64.20 per ton to $65.50. The contract was renegotiated in FY 14 and has been budgeted at $2,174,800; an increase of $49,700 over FY 18. The estimated number of tons to be transported increases slightly from 33,500 tons to 33,600 tons. Supplies and Materials includes $15,000 for the purchase of 175 wastewheelers that will be resold to the public. Three 55 gallon containers of bulk motor oil have been included at a cost of $2,200. Four replacement front end containers and five 300 gallon trash containers have also been funded. A replacement power washer was included at $8,000 in FY 18. Energy costs are projected to decrease. Vehicle Supplies and Repair is the second major expense category in this division. Fuel costs are expected to decrease from the amount budgeted in FY 18 and vehicle fuel has been budgeted at the three-year average number of gallons of diesel fuel. Vehicle maintenance costs are projected to increase for FY 19. Replacement rubber tires for the loader in the Transfer Station division have been included at $28,000. An increase in the allocation for vehicle lease is the main factor in the intragovernmental expense increase. One front-end trash truck, one side-load trash truck, a 16' box truck and a ½ ton 4x4 pickup truck have been included in Vehicle Trust purchases for FY 19.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
SOLID WASTE AND TRANSFER STATION DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,266,340 | $ 1,316,173 | $ 1,329,564 | $ 1,329,564 |
| EMPLOYEE BENEFITS | 711,337 | 774,820 | 715,391 | 715,391 |
| | 1,977,677 | 2,090,993 | 2,044,955 | 2,044,955 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 77,276 | 53,514 | 59,099 | 59,099 |
| TRANSPORT/TIPPING FEES | 2,007,542 | 2,125,100 | 2,174,800 | 2,174,800 |
| SUPPLIES & MATERIALS | 79,043 | 79,023 | 71,723 | 71,723 |
| ENERGY | 42,467 | 46,186 | 43,861 | 43,861 |
| VEHICLE SUPPLIES & REPAIR | 944,701 | 1,077,040 | 1,076,633 | 1,076,633 |
| INTRAGOVERNMENTAL | 521,317 | 596,409 | 656,526 | 656,526 |
| | 3,672,346 | 3,977,272 | 4,082,642 | 4,082,642 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 5,650,023 | $ 6,068,265 | $ 6,127,597 | $ 6,127,597 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| SALES - RECYCLING | (9,819) | (10,000) | (10,000) | (10,000) |
| SALES - CONTAINERS | (17,681) | (19,000) | (19,000) | (19,000) |
| SOLID WASTE COLLECTION | (53,285) | (67,000) | (60,000) | (60,000) |
| BULK PICK UP FEE | (35,473) | (31,000) | (34,000) | (34,000) |
| | (116,258) | (127,000) | (123,000) | (123,000) |
| TOTAL TOWN CONTRIBUTION | $ 5,533,765 | $ 5,941,265 | $ 6,004,597 | $ 6,004,597 |

# CULTURE AND RECREATION

## RECREATION

**The Ocean City Recreation and Parks Department's Recreation division incorporates three divisions of service for the community: Administration, Programs, and Senior Citizens. The Programs and Senior Citizens divisions concentrate on providing year-round leisure opportunities for Ocean City residents, as well as managing satellite facilities such as the Ocean City Tennis Center, Ocean Bowl Skate Park, and three Concession stands. Over 200 programs are organized annually, offering upwards of 10,000 program hours. The Administration division is the unit of planning and oversight for the department of Recreation and Parks, offering supervision and management, capital planning, corporate partnership management, facility cleaning and maintenance, registrations, facility reservations, and customer services.**

## PARKS

**The division of Parks is a unit of the Department of Recreation and Parks with broad responsibilities for the maintenance and improvement of 16 parks and recreation facilities, including horticultural, urban forest, irrigation, playground and athletic field maintenance. They also maintain public lands at 30 locations along with many medians, bulkheads, utilities, rights of way and streetscapes. The Division of Parks also provides valuable support to Recreation, Special Events, and interdepartmental labor for many important capital projects such as streetscaping and park development. The Division is located in the Parks headquarters at Northside Park and is organized into work crews assigned to geographical zones of responsibility, landscaping and special projects.**

## BEACH PATROL

**The Beach Patrol provides for the safety and well-being of the beach patrons of the Town who participate in beach and ocean related activities. This mission includes educating the public, preventing potential accidents, and intervening when necessary and appropriate both on the beach and in the adjacent Atlantic Ocean waters. The Beach Patrol fulfills its mission by:**

1. **Recruiting and testing the most highly qualified candidates.**
2. **Employing qualified individuals for positions within the administration of the organization, as well as competent Surf Rescue Technicians (SRTs), and public-minded Surfing Beach Facilitators.**
3. **Training personnel with the most current information, technology, and equipment.**
4. **Outfitting personnel with current, well maintained, and appropriate equipment.**

**The Beach Patrol provides Surf Rescue Technicians for the entire 10 miles of ocean beaches, seven days a week from the Saturday of Memorial Day weekend through the Sunday of Sunfest weekend (late September), which gives Ocean City one of the**

## BEACH PATROL (CONTINUED)

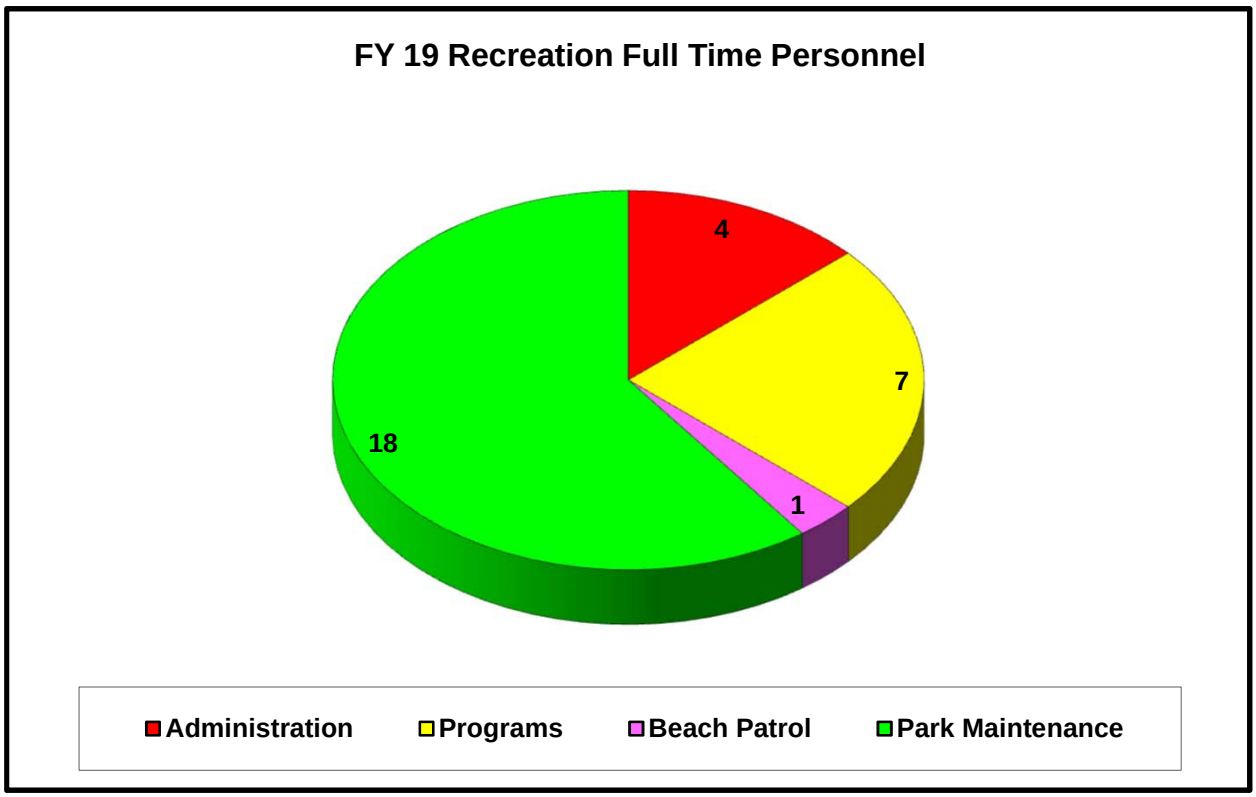
**longest guarded seasons on the east coast. The division also responds to medical emergencies, finds and returns lost persons (mostly children), enforces local ordinances, establishes and monitors the rotating Surfing Beaches, conducts children's camps and beach safety education programs. The Beach Patrol continues to operate between September and May; to close down the previous season, conduct a recruiting campaign, administer pre-employment physical testing sessions, hold Surf Rescue Training Academies, prepare for the upcoming season and hold monthly meetings with staff. The Beach Patrol division reports to the Emergency Services Director. The summer of 2016 was be the first full summer in the new headquarters building.**

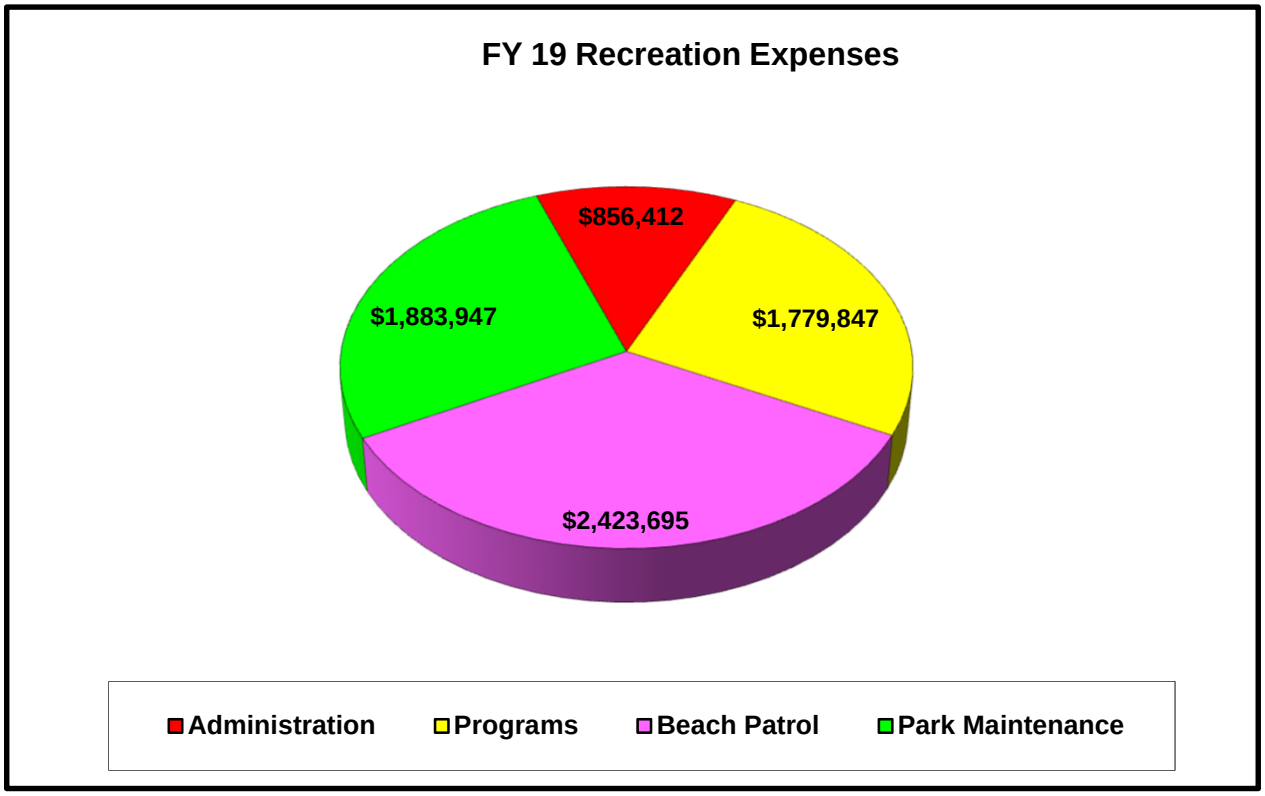
## SPECIAL EVENTS

**The Special Events Department has responsibility to produce and manage Special Events for the Town, including Springfest, Sunfest and Winterfest of Lights. Oversight and administration of private events conducted on town property by independent promoters, such as Cruisin' OC, OC Bikeweek, Komen Race for a Cure and the OC Airshow is also the responsibility of the Special Events Department. Special Events also collaborates on new event-based marketing efforts that benefit the Town and meet strategic plan objectives. The purpose of high-profile Special Events and approved private events is to boost economic development in Ocean City by attracting tourism to the community resulting in increased revenues for businesses and increased tax base for local government. In addition, the Special Events Department manages events designed to act as value-added attractions such as Sundaes in the Park, Fourth of July Fireworks and the OC Beach Dance Party music series.**

## TOURISM AND ECONOMIC DEVELOPMENT

**This division includes the costs for the Tourism Department, and for the Town sponsored festivals, Sunfest, Winterfest and Springfest. Production and management of the Town sponsored festivals is the responsibility of the Special Events Department. Tourism provides the focus for the Town's efforts to attract visitors and to fulfill requests for visitor information. The Town initiates an advertising campaign to attract new and retain previous visitors and vacationers. Advertising is funded at 2% of gross room revenue per ordinance 2007-20.**


FY 19 Recreation Full Time Personnel
4
7
1
18
Administration
Programs
Beach Patrol
Park Maintenance


FY 19 Recreation Expenses
$856,412
$1,779,847
$2,423,695
$1,883,947
Administration
Programs
Beach Patrol
Park Maintenance

Full-Time Personnel Tourism and Special Events
2
5
Special Events
Tourism

FY 19 Tourism , Special Event and Festival Expenses
838,187
1,126,917
6,925,630
Special Events
Festivals
Tourism

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## RECREATION DIVISION

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Projected Program revenue increases $19,200 and includes revenue for several new programs camps, and leagues. Concession revenue is anticipated to increase. Franchise fees from the kayak concession at Northside Park are included at $41,900.

PERSONNEL CHANGES:

There are four full-time positions budgeted in the Administration division and seven full-time positions budgeted in the Programs division. A step increase effective January 1, 2019 has been included. Since FY 17, a part-time Office Associate position has been funded. There are currently three part-time, year-round Recreation Coordinator positions in this department. Part-time hours have been increased for the concession workers, facility monitors, and recreation supervisors, with an associated cost of $20,815. Pay table adjustments resulted in an increased cost of $9,456 for part-time employees. Estimates for health insurance and unemployment increase for FY 19, while estimates for retiree health, pension and worker's compensation decrease.

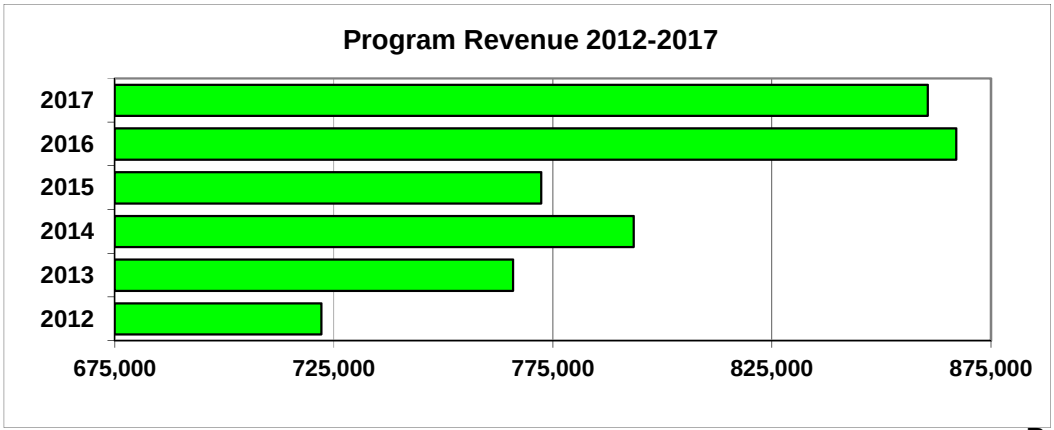
CHANGES IN OPERATIONS:

Contracted Services include payments to sports camp directors, building maintenance, equipment maintenance, equipment rental, and training and travel. Building maintenance includes $11,800 for HVAC repairs recommended by the Public Works Facilities Manager. Funds to repaint the lines in the west gym and to replace lighting at the Northside Park east entrance have also been included. Contracted Services in the Programs division includes $271,332 for payments for programs and camps held by the department. Bio camp, floor hockey league, and lacrosse goalie camp are some of the proposed new program offerings. Training costs include attendance at the National Recreation and Parks Association conference for the Director and the Recreation Superintendent. Year two of Facilities Supervisor training has been funded, and is offered through NC State in Oglebay, West Virginia. Supervisor's Management School, offered through the National Recreation and Parks Association has been included for one of the Programmers. Contracted Services also includes the costs for Senior programs including the bowling alley rental for the Senior Bowling League and the Senior Valentine's party. Credit card fees increase $4,000 for this division. Supply & Material costs in the Administrative division decrease, as a replacement EZ Go was funded in FY 18. A replacement water fountain, and replacement tables and chairs have been funded. Supplies for the Programs division increase and include supplies for all program offerings. Energy costs are expected to increase for this division. Vehicle expenses for fuel and maintenance are expected to increase. Intragovernmental allocations for vehicle lease and insurance decrease for this division, while the allocation for IT Services increases. No vehicle replacements were funded for this division.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
RECREATION, PROGRAMS AND SENIORS

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,235,634 | $ 1,266,427 | $ 1,323,278 | $ 1,323,278 |
| EMPLOYEE BENEFITS | 433,030 | 458,146 | 437,288 | 437,288 |
| | 1,668,664 | 1,724,573 | 1,760,566 | 1,760,566 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 463,896 | 477,086 | 477,509 | 477,509 |
| SUPPLIES & MATERIALS | 173,623 | 200,329 | 193,401 | 193,401 |
| ENERGY | 83,150 | 87,346 | 89,000 | 89,000 |
| VEHICLE SUPPLIES & REPAIR | 10,176 | 8,201 | 9,420 | 9,420 |
| INTRAGOVERNMENTAL | 116,314 | 106,930 | 106,363 | 106,363 |
| | 847,159 | 879,892 | 875,693 | 875,693 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,515,823 | $ 2,604,465 | $ 2,636,259 | $ 2,636,259 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| STATE GRANT - OPEN SPACE | 0 | 0 | 0 | 0 |
| COUNTY-RECREATION GRANT | (102,000) | (100,000) | (100,000) | (100,000) |
| RECREATION FRANCHISE | (41,900) | (41,900) | (41,900) | (41,900) |
| PROGRAM REVENUE | (860,525) | (870,000) | (870,000) | (870,000) |
| ADMISSIONS/RENTAL | (110,995) | (110,000) | (120,000) | (120,000) |
| CONCESSION REVENUE | (78,382) | (75,600) | (84,600) | (84,600) |
| ADVERTISING REVENUE | (5,000) | (4,300) | (5,000) | (5,000) |
| MEALS - SENIOR CITIZENS | (6,434) | (7,000) | (6,500) | (6,500) |
| MISCELLANEOUS | (120) | (75) | (75) | (75) |
| | (1,205,356) | (1,208,875) | (1,228,075) | (1,228,075) |
| TOTAL TOWN CONTRIBUTION | $ 1,310,467 | $ 1,395,590 | $ 1,408,184 | $ 1,408,184 |

| | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| ADMINISTRATION | 827,280 | 861,539 | 856,412 | 856,412 |
| PROGRAMS | 1,629,537 | 1,667,084 | 1,704,728 | 1,704,728 |
| SENIORS | 59,006 | 75,842 | 75,119 | 75,119 |
| | 2,515,823 | 2,604,465 | 2,636,259 | 2,636,259 |



# PARKS DIVISION

BUDGET HIGHLIGHTS:

PERSONNEL CHANGES:

In FY ’09, there were twenty-two full-time employees in this division. In FY 17, the division was reorganized. The Assistant Superintendent and one Crew Leader position were converted to two Supervisor positions, and one part-time Parks Worker position was converted to full-time. This increased the number of full-time positions from seventeen to eighteen. Wage adjustments include a step increase effective January 1, 2019 for full-time employees. Part-time salaries decrease $646. Projected overtime costs increase $717. FY 17 labor costs appear to be lower because deductions were made for labor charged to the Town festivals. No labor deductions were included in the FY 18 Adopted or the FY 19 Proposed budgets, but deductions will be made at the conclusion of the festivals. Allocations for health insurance, pension and retiree health insurance decrease for this division. Projected unemployment remains the same, at $8,000.

CHANGES IN OPERATIONS:

Contracted Services in this division include maintenance for the parks and landscaping throughout the Town. Contract mowing of city-owned median strips, bulkheads, undeveloped lots, etc. has been included at $16,675 in FY 19. Sunset Park repairs have been funded as follows: fence replacement, $19,820; sunshade replacement, $6,800, and painting of the metal tower, $4,400. Landscape replacement at the 61st Street Tennis Center has been included at $14,000, and renovation of the restroom at that facility has been included at $12,000. All other expenses in this line item cover routine maintenance. Gorman Park tennis court resurfacing, replacement of the perimeter fence at the Skate Park, and light pole replacement at the 61st Street tennis facility were requested, but not funded. Training costs are also included in Contracted Services and include attendance at the Sports Turf Management association conference for the Superintendent, the first year of Maintenance Management School, and Playground re-certification. Normal maintenance and supply costs have been budgeted for FY 19. Supplies include athletic field supplies, landscaping supplies, and general maintenance supplies. A replacement gator was funded in FY 18, and an infield leveler and conditioner has been funded in FY 19. Special Appropriations reflects the budget for requests from the Beautification Committee. Energy costs are expected to increase. Projected costs for vehicle fuel and vehicle parts increase. Allocations for Vehicle Lease, IT Services and insurance decrease for this division. Repair of the Skatepark vertical ramp has been funded at $36,100. Two ¾ ton pickups have been funded for this division through Vehicle Trust.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
PARKS DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 767,458 | $ 887,284 | $ 915,770 | $ 915,770 |
| EMPLOYEE BENEFITS | 412,610 | 510,898 | 451,792 | 451,792 |
| | 1,180,068 | 1,398,182 | 1,367,562 | 1,367,562 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 77,949 | 101,101 | 128,279 | 128,279 |
| SUPPLIES & MATERIALS | 121,103 | 135,385 | 130,440 | 130,440 |
| SPECIAL APPROPRIATIONS | 6,654 | 5,700 | 5,700 | 5,700 |
| ENERGY | 20,775 | 18,491 | 23,642 | 23,642 |
| VEHICLE SUPPLIES & REPAIR | 79,323 | 82,861 | 84,243 | 84,243 |
| INTRAGOVERNMENTAL | 108,521 | 110,808 | 107,981 | 107,981 |
| | 414,325 | 454,346 | 480,285 | 480,285 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 105,408 | 0 | 36,100 | 36,100 |
| | 105,408 | 0 | 36,100 | 36,100 |
| TOTAL EXPENDITURES | $ 1,699,801 | $ 1,852,528 | $ 1,883,947 | $ 1,883,947 |
| TOTAL TOWN CONTRIBUTION | $ 1,699,801 | $ 1,852,528 | $ 1,883,947 | $ 1,883,947 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| STATE GRANT - OPEN SPACE | (105,408) | 0 | 0 | 0 |
| TOTAL TOWN CONTRIBUTION | $ 1,594,393 | $ 1,852,528 | $ 1,883,947 | $ 1,883,947 |

# BEACH PATROL DIVISION

## BUDGET HIGHLIGHTS:

### REVENUE CHANGES:

Beach Stand franchise fees increase and reflect the latest bids. Panama Jack continues to provide sun protection products to our employees but no longer provides a sponsorship of our Beach Safety Seminar program. Participation in our Junior Beach Patrol Program is expected to generate $22,000 from program registration and uniform sales.

### PERSONNEL CHANGES:

Recruitment has been positive for FY 19 and should result in more guards in the stands for longer in the season. In addition, due to the change in the Maryland school calendar, as many as seventeen of the Sergeants, Crew Chiefs and Assistant Crew Chiefs will be able to work an additional one to two weeks providing increased beach coverage through Labor Day. Funded hours are based on the actual hours staffed for the past five years, and result in increased funding of $9,738. Approximately two hundred part-time employees are employed by the Beach Patrol. There is one full-time employee in this division. A step increase effective January 1, 2019 has been included for the full-time employee. Interdepartmental labor for Public Works employees to build and repair beach stands has been increased to $8,000. A pay table adjustment increased part-time wages $36,237 for this division. The allocations for health insurance and unemployment increase, while the allocations for retiree health, pension and worker's compensation decrease.

## CHANGES IN OPERATIONS:

Contracted Services include building maintenance for all Beach Patrol facilities, rental of testing facilities for Beach Patrol try-outs, telephone service and radio maintenance costs. Travel costs for senior officers to return for work weekends and to attend try-outs have been included, and increase to cover an additional testing date. Certification costs for the American Red Cross have been included at $19.00 each for 200 certifications. American Heart Association certification is also included at a cost of $600, as all Beach Patrol members must be certified. Maintenance contracts for the HVAC system and the elevator in the Headquarters building have been funded. Rental of four offsite testing facilities has been included: SSU, York College, University of Maryland and Ocean Pines. Uniform purchases and operational supplies were budgeted slightly above the FY 18 approved level. Operational Supplies include three replacement ATVs and a rescue watercraft at a cost of $27,200. Replacement equipment including first aid supplies, rescue boards and materials to replace beach patrol stands have also been funded. Estimated energy costs have been reduced for FY 19. Maintenance costs for Beach Patrol vehicles has been estimated to increase $7,000. Allocations for IT Services and insurance decrease, while the allocation for vehicle lease increases.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
BEACH PATROL DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,792,362 | $ 1,874,029 | $ 1,922,674 | $ 1,922,674 |
| EMPLOYEE BENEFITS | 195,327 | 204,618 | 206,254 | 206,254 |
| | 1,987,689 | 2,078,647 | 2,128,928 | 2,128,928 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 51,875 | 51,550 | 55,493 | 55,493 |
| SUPPLIES & MATERIALS | 85,466 | 89,608 | 93,150 | 93,150 |
| ENERGY | 9,552 | 11,244 | 10,500 | 10,500 |
| VEHICLE SUPPLIES & REPAIR | 51,266 | 37,959 | 45,583 | 45,583 |
| INTRAGOVERNMENTAL | 93,965 | 93,945 | 90,041 | 90,041 |
| | 292,124 | 284,306 | 294,767 | 294,767 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,279,813 | $ 2,362,953 | $ 2,423,695 | $ 2,423,695 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| BEACH PATROL MISC | (23,557) | (21,000) | (22,000) | (22,000) |
| FRANCHISE FEES-BEACH STAND | (901,548) | (995,641) | (1,029,365) | (1,029,365) |
| | (925,105) | (1,016,641) | (1,051,365) | (1,051,365) |
| TOTAL TOWN CONTRIBUTION | $ 1,354,708 | $ 1,346,312 | $ 1,372,330 | $ 1,372,330 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## TOWN SPONSORED EVENTS AND FESTIVALS

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Private Event Revenue includes revenue from Bikefest, the Car cruises, and application and permit fees. Revenue from trailer permits for the two car cruise events and Bikefest has been estimated at $16,250. Equipment usage fees are also included in this line item and have been estimated to increase $10,000. Winterfest fees remain at $5 for everyone twelve and older. Estimated revenue for Sunfest remains level, while the estimates for Springfest and Winterfest are projected to increase. Special Event revenue has been estimated to increase, and includes revenue from Sundaes in the Park and Art's Alive. Corporate Sponsorships include funds received from the beverage franchise.

PERSONNEL CHANGES:

Since FY 09, the full-time staff has been reduced from six full-time positions to five. One of the positions, the Private Events Coordinator was converted from full-time to part-time in FY 10 and then was converted back to full-time in January of FY 15. Salaries in FY 19 reflect funding of a step increase effective January 1, 2019. Salary expenses in the FY 17 actual column include costs for labor from other city departments for Sunfest, Winterfest and Springfest. The FY 18 Adopted budget and the FY 19 Proposed budget do not include labor costs for other departments. These costs will be adjusted in future budget amendments. Part-time salaries increase $5,606, with $2,117 of this increase due to the adjustment to the wage table. Projected benefit costs for retiree health, pension contributions and unemployment decrease for this division, while health insurance increases.

CHANGES IN OPERATIONS:

Contracted Services includes the annual allocation per MOU to the Airshow for $35,000. Entertainment expenses for the Town's festivals continue to be the major expenditure for festivals. $340,500 has been budgeted for entertainment costs for all events and festivals in FY 19. Entertainment in Sunset Park has been included at $3,500. Fireworks for July 4th and New Year's Eve have been budgeted at $65,500. Funds for the continuation of the Halloween celebration have been included, as have funds for the Ocean City Christmas parade. Dance parties at Caroline Street have been funded at $15,100 and will go to an all dj format. Other major expenditures in this division are tent rental, accommodations for the entertainers and back-up services for the shows. Tent rental expense is budgeted at $274,853. Refurbishment of Winterfest displays has been budgeted at $15,000, while the same amount has been budgeted for the purchase of a new display. Supplies and Materials decrease, but include replacement bulbs for the trees of light on Baltimore Avenue and Philadelphia Avenue and the cost to replace 24 picnic tables used at Sunfest and Springfest. A replacement storage trailer to store the Winterfest decorations has been budgeted in FY 19 at $9,500. Energy costs are expected to increase. Vehicle maintenance decreases. Allocations for Vehicle lease, insurance and IT Services decrease for FY 19.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
TOWN SPONSORED EVENTS AND FESTIVALS

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 605,705 | $ 424,294 | $ 441,618 | $ 441,618 |
| EMPLOYEE BENEFITS | 242,345 | 199,761 | 188,411 | 188,411 |
| | 848,050 | 624,055 | 630,029 | 630,029 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 999,104 | 1,006,711 | 1,022,482 | 1,022,482 |
| SUPPLIES & MATERIALS | 219,412 | 225,320 | 219,420 | 219,420 |
| SPECIAL APPROPRIATIONS | 0 | 0 | 0 | 0 |
| ENERGY | 14,836 | 29,266 | 32,338 | 32,338 |
| VEHICLE SUPPLIES & REPAIR | 11,034 | 19,180 | 18,282 | 18,282 |
| INTRAGOVERNMENTAL | 44,710 | 45,258 | 42,553 | 42,553 |
| | 1,289,096 | 1,325,735 | 1,335,075 | 1,335,075 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 600 | 0 | 0 | 0 |
| | 600 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,137,746 | $ 1,949,790 | $ 1,965,104 | $ 1,965,104 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| SUNFEST REVENUE | (439,471) | (440,000) | (440,300) | (440,300) |
| SPRINGFEST REVENUE | (447,483) | (405,000) | (415,000) | (415,000) |
| WINTERFEST REVENUE | (590,858) | (532,812) | (550,000) | (550,000) |
| SPECIAL EVENT REVENUE | (62,285) | (55,000) | (60,000) | (60,000) |
| PRIVATE EVENT REVENUE | (232,680) | (190,000) | (215,750) | (215,750) |
| CORPORATE SPONSORSHIP | (5,000) | (70,000) | (25,000) | (25,000) |
| | (1,777,777) | (1,692,812) | (1,706,050) | (1,706,050) |
| TOTAL TOWN CONTRIBUTION | $ 359,969 | $ 256,978 | $ 259,054 | $ 259,054 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## TOURISM PROMOTIONS

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

The State Tourism grant has not been included in FY 19 as the amount of this grant is uncertain. $460,560 was received in FY 17 and $575,677 is anticipated in FY 18. A portion of Room Tax has been dedicated to funding the Town's advertising budget, Tourism Advisory Board sponsored private events, and funding for City support of Town sponsored and private events. The County Tourism grant was restored in FY 14 and is anticipated in FY 19.

PERSONNEL CHANGES:

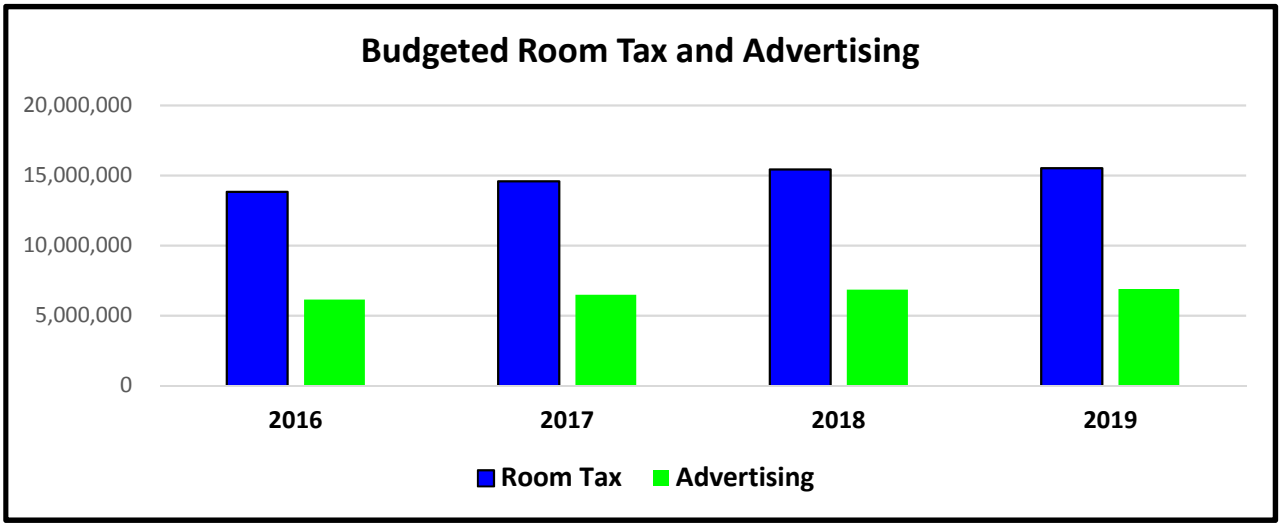
Since FY 10, there have been two full-time employees in this division, the Tourism Director and an Office Associate. Prior to FY 10, five full-time employees were funded. A step increase effective January 1, 2019 has been funded. The Visitor's Center is staffed by part-time employees. A part-time Office Associate position was added in FY 15 and has been funded at a cost of $18,186. Allocations for retiree health and pension decrease for this division.

CHANGES IN OPERATIONS:

Advertising is the main expense in the department. $6,177,000 has been budgeted for advertising in FY 19. The FY 18 adopted budget for advertising totaled $6,140,722, while an additional $575,677 will be recognized from the State Advertising grant in FY 18. The funding formula outlined in the FY 08 ordinance has been followed for FY 19. 2.0% of the estimated gross room receipts has been budgeted for advertising for FY 19. Sponsorship of TEAM Productions free events has been included in the advertising line item as a sponsorship, while an additional $300,000 in Tourism Advisory Board event funding has also been included. Tourism Advisory Board, "TAB" is also funded by the Room Tax formula and funds Council approved special events and promotions. FY 12 was the first year for the allocation, and it has been funded at $300,000 for eight consecutive fiscal years. The White Marlin Catch and Release sponsorship for the first white marlin of the season is now funded through this budget. Expenses in Contracted Services include marketing research, a postage and handling fee for the Visitor's Guide and the travel and exhibit space for bus tour travel and trade shows. Marketing research and Smith travel research have been included at a combined cost of $16,000 in FY 19. The Visitor's Guide postage and handling fees remain at $20,000. TEAM Maryland dues increased from $5,500 to $8,000. Office supplies and promotional giveaways are funded in the Supplies and Materials line item. The allocation for vehicle lease increases, while the allocations for IT Services and insurance decrease.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
TOURISM PROMOTIONS

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 176,149 | $ 181,646 | $ 187,519 | $ 187,519 |
| EMPLOYEE BENEFITS | 77,494 | 86,199 | 81,851 | 81,851 |
| | 253,643 | 267,845 | 269,370 | 269,370 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 117,292 | 128,748 | 132,684 | 132,684 |
| ADVERTISING | 6,505,402 | 6,140,722 | 6,177,000 | 6,177,000 |
| TAB FUNDING | 310,000 | 300,000 | 300,000 | 300,000 |
| SUPPLIES & MATERIALS | 16,647 | 14,860 | 14,860 | 14,860 |
| ENERGY | 7,313 | 7,467 | 7,467 | 7,467 |
| VEHICLE SUPPLIES & REPAIR | 2,943 | 2,848 | 3,342 | 3,342 |
| INTRAGOVERNMENTAL | 21,192 | 21,390 | 20,907 | 20,907 |
| | 6,980,789 | 6,616,035 | 6,656,260 | 6,656,260 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 7,234,432 | $ 6,883,880 | $ 6,925,630 | $ 6,925,630 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| ROOM TAX | (6,376,342) | (6,462,222) | (6,501,000) | (6,501,000) |
| STATE - TOURISM GRANT | (460,560) | 0 | 0 | 0 |
| COUNTY-TOURISM GRANT | (300,000) | (300,000) | (300,000) | (300,000) |
| SALES/OTHER MISC. | (196) | 0 | 0 | 0 |
| | (7,137,098) | (6,762,222) | (6,801,000) | (6,801,000) |
| TOTAL TOWN CONTRIBUTION | $ 97,334 | $ 121,658 | $ 124,630 | $ 124,630 |



# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## MISCELLANEOUS DIVISION

ACTIVITIES:

This division includes expenditures for activities that cannot be attributed to any individual department within the general fund, such as debt service payments and special appropriations. The General Fund also transfers funds to the Transportation, Convention Center, and Airport Funds to subsidize their operations.

| BUDGET HIGHLIGHTS: | Amount Requested | City Manager Proposed |
|---|---|---|
| Special Appropriations includes requested grants to: | | |
| OC Drug and Alcohol Abuse Prevention/Play It Safe | $ 7,500 | $ 7,500 |
| Diakonia | 52,000 | 40,000 |
| Worcester Youth & Family Counseling | 9,000 | 9,000 |
| Cricket Center | 20,000 | 14,333 |
| Life Crisis Center | 8,000 | 8,000 |
| Stephen Decatur After Prom Party | 750 | 750 |
| Wor Wic | 20,000 | 10,000 |
| Wor Co Education Foundation | 2,500 | 0 |
| Atlantic General Hospital | 100,000 | 100,000 |
| Worcester Warriors Against Opiate Addiction | 2,500 | 2,500 |
| Total | $ 222,250 | $ 192,083 |
| Interfund Transfers: | | |
| Town events at Convention Center | $ 50,000 | $ 50,000 |
| Rent of Airport Land (Lion's Club) | 3,600 | 3,600 |
| | | |
| Debt Service includes principal and interest for: | | |
| DNR Loans | | 44,260 |
| 2006 Airport G.O. Bond | | 285,125 |
| 2007 Municipal Refunding Bonds | | 256,289 |
| 2009 Municipal Refunding Bonds | | 538,554 |
| 2010 Municipal Purpose Bonds | | 336,427 |
| 2012 Municipal Purpose Bonds | | 1,924,210 |
| 2013 Municipal Purpose Bonds | | 352,011 |
| 2014 Municipal & Refunding Bonds | | 107,115 |
| 2016 Municipal & Refunding Bonds | | 212,004 |
| 2017 Municipal Purpose Bonds | | 181,826 |
| 2018 Municipal Purpose Bonds | | 503,767 |
| Energy Performance Lease | | 268,685 |
| Total | | $ 5,010,273 |
| | | |
| Transfers to Other Funds consist of the following: | | |
| Operating Transfers: | | |
| Transportation | | $ 1,393,979 |
| Airport | | 635,486 |
| Convention Center | | 1,488,365 |
| Vehicle Trust | | 165,198 |
| Capital Projects | | 2,800,000 |

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GENERAL FUND EXPENDITURES
MISCELLANEOUS DIVISION

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| OPERATING EXPENSES: | | | | |
| SPECIAL APPROPRIATIONS | $ 158,218 | $ 145,683 | $ 245,683 | $ 245,683 |
| DEBT SERVICE - PRINCIPAL | 4,117,460 | 4,187,263 | 3,415,984 | 3,415,984 |
| INTEREST EXPENSE | 1,179,340 | 1,222,849 | 1,594,289 | 1,594,289 |
| TRANSFER TO TRANSPORTATION | 885,668 | 1,254,618 | 1,393,979 | 1,393,979 |
| TRANSFER TO AIRPORT | 291,307 | 808,440 | 635,486 | 635,486 |
| TRANSFER TO GOLF COURSE | 22,000 | 0 | 0 | 0 |
| TRANSFER TO CONVENTION CENTER | 1,382,007 | 1,451,648 | 1,488,365 | 1,488,365 |
| TRANSFER TO VEHICLE TRUST | 0 | 0 | 165,198 | 165,198 |
| TRANSFER TO CAPITAL CONSTRUCTION | 3,224,250 | 2,820,000 | 2,800,000 | 2,800,000 |
| TOTAL EXPENDITURES | $ 11,260,250 | $ 11,890,501 | $ 11,738,984 | $ 11,738,984 |
| TOTAL TOWN CONTRIBUTION | $ 11,260,250 | $ 11,890,501 | $ 11,738,984 | $ 11,738,984 |

# ENTERPRISE FUNDS

**Enterprise Funds are used to account for the acquisition, operation and maintenance of governmental facilities and services that are entirely or predominantly self-supported by user charges. The operations of Enterprise Funds are accounted for in such a manner as to show a profit or loss similar to comparable private enterprises. The following activities of the Town are reported in this section:**

## WATER FUND

**The Water Fund operates three water treatment plants that combined produce approximately 1.1 billion gallons of potable water annually. With five elevated water storage tanks and one ground level tank, the fund delivers water to 7,582 metered connections through 141 miles of distribution lines. Additional connections to 847 fire hydrants are also provided utilizing the Supervisory Control and Data Acquisition System (SCADA). The system can be monitored and controlled from various locations. All treatment processes are monitored and necessary adjustments made, by licensed operators that meet and maintain both State and Federal standards.**

## WASTEWATER FUND

**The Wastewater Department is responsible for maintaining the collection system with over 150 miles of mains and one mile of Ocean Outfall piping. All treatment processes comply with Maryland Department of the Environment (MDE) and the Environmental Protection Agency (EPA) standards and are strictly monitored and maintained by Maryland certified operators and technicians. Primary and secondary sludge are both land applied and the secondary treated effluent is discharged approximately one mile offshore into the Atlantic Ocean. The Wastewater Treatment Plant is permitted for 14 million gallons per day (mgd).**

## TRANSPORTATION FUND

**The Transportation fund operates the Municipal Bus System and Boardwalk Trams, and the Robert H. Melvin Medical Appointment Transportation (MEDTRN) service. Coastal Highway bus service is provided 24 hours a day April through October at a $3 ride all day fare. In FY 14, the 11 pm to 6 am Coastal Highway third shift bus service was discontinued Sunday through Thursday, November through March. The ADA-Paratransit Bus service is available during the same days and hours as the municipal bus system. The Boardwalk Trams operate during Springfest, Memorial Day weekend through Labor Day weekend and Sunfest. In 2015, the Boardwalk Tram service was extended to include the week after Labor Day and during the OC Bikefest event.**

# ENTERPRISE FUNDS (CONTINUED)

## AIRPORT FUND

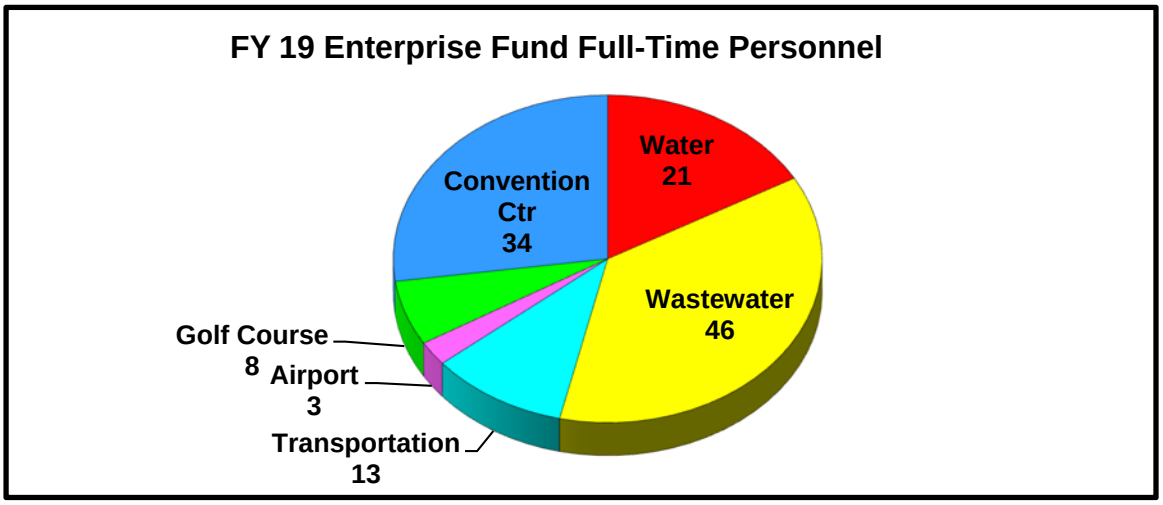
**The Ocean City Municipal Airport is located off Route 611 in West Ocean City and offers year-round services for general aviation aircraft. Services provided by the Airport include aircraft fueling and storage. Multiple Instrument Approaches ensure access in almost all weather conditions. Airport commercial tenants offer engine and airframe maintenance, pilot training, sightseeing, aerial photography, heli-tours and skydiving. On-demand charter flights originating from Ocean City Airport are now available. Easy access to downtown and local destinations are assured via on-site rental cars or the terminal cab-stand. The Ocean City Airport allows tourists, businesses, government agencies and aviation enthusiasts quick and efficient access to Ocean City and Worcester County.**

## GOLF COURSE FUND

**Eagle's Landing, the Town's Golf Course, operates as an Enterprise Fund, and offers a 7,000 yard, eighteen hole course on an award winning layout with a restaurant and golf shop. The maintenance division maintains the grounds and greens; services equipment and golf carts; and provides support to other departments on chemical applications and insect control measures. The operations division handles the day-to-day operations of the golf course, including all customer transactions.**

## CONVENTION CENTER FUND

**This fund accounts for the activities of the Roland E. Powell Convention Center. The facility hosts numerous conventions, trade shows, large-scale meetings and various entertainment events during the year. These events will attract an estimated 600,000 exhibitors, attendees, and vendors to the facility and the Town, which creates an economic impact to the Town hotels, restaurants, and retail sales. Revenue for the building's operations will be generated from hall rental, expanded event services and commissions from food and beverage operations. A Performing Arts Center was opened in December 2014 and is now fully operational.**



# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## WATER FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

In accordance with the most recent rate study, the metered rate remains at $4.00 per 1,000 gallons, and the fixture rates remain at $1.60 per equivalent fixture. The number of fixtures was over-estimated in FY 18, resulting in an overstated revenue estimate. Fixture rates were $2.60 per equivalent fixture in FY 15. Revenue from water connections is expected to remain the same. Capacity, or Impact fees were enacted in FY 2005 and were increased to $126 per fixture in the FY 11 budget. Capacity fees are anticipated to result in $98,280 to fund Water department capital projects. The FY 19 budget does not require fund balance in the Water fund.

PERSONNEL CHANGES:

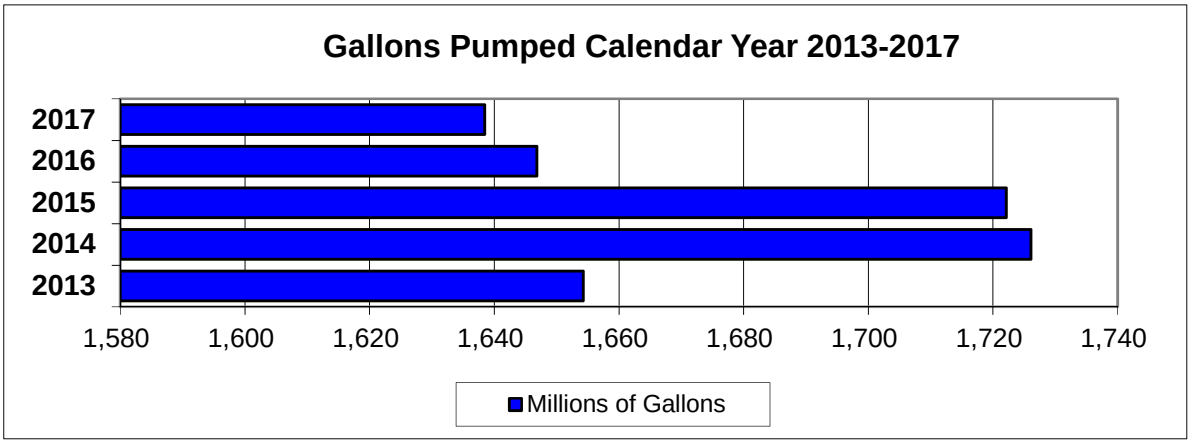
Twenty-one full-time positions are included in the Water Fund. A step increase effective January 1, 2019 has been included. Three additional positions are currently shared with the Wastewater Fund. They are: an Office Associate, a Purchasing Technician and a SCADA Technician. Interdepartmental labor has been budgeted at $57,500 for the use of Public Works' manpower, a slight increase from the FY 18 budget. Deductions have been made from Public Works for like amounts. Overtime costs are estimated to increase $5,000. Decreases are projected for health insurance, retiree health, and pension.

CHANGES IN OPERATIONS:

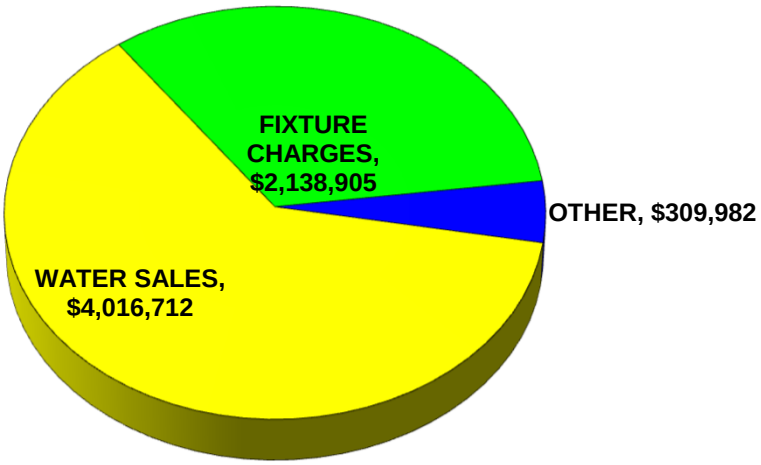
The Contracted Services line item includes professional and contracted services. Professional Services, which include engineering services and tank painting inspection services are budgeted at $80,788, a reduction of $17,000 from the FY 18 adopted budget. Demolition and removal of the Worcester Street and 15th Street water towers was included in the FY 17 budget at $250,000. The Maintenance line item includes costs for building and equipment maintenance. Touch-ups for the 64th street water tower paint were included in the FY 17 budget at a cost of $75,000. The FY 19 budget includes an estimate for the 64th street tank painting at $250,000. Plant building and equipment maintenance have been projected to increase $54,600. Routine equipment maintenance, such as well maintenance, has also been included in this category and totals $346,000. Routine well maintenance has been included at $140,000. Inspection and repair of the chlorination equipment has been budgeted at $36,000, and replacement of the variable frequency drives at three well houses has been included at $27,000. Costs for Supplies and Materials are expected to decrease in FY 19. Water chemicals are budgeted at $250,673. Supplies for repairs to water pipes, fire hydrants and valves are included at $80,000. Three replacement meter reading devices were funded in FY 18 at $23,501. Energy costs are expected to increase in FY 19. Vehicle fuel has been budgeted at the average number of gallons used for the past two to three years, and is anticipated to decrease. Vehicle parts and labor costs are expected to decrease as well. Intragovernmental allocations increase for General Overhead, IT Services, Vehicle lease and insurance. Debt service costs decrease for this fund, but include $152,400 for potential property acquisition. Transfer to capital projects includes $250,000 for water main upgrades, $250,000 for the Disinfection By-product project, and $100,000 for the planning and design of the 66th Street Water Treatment plant. An estimated $38,585 will go into Water Reserves to fund future capital projects. A replacement dump truck has been funded through the Vehicle Trust Fund.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
WATER FUND

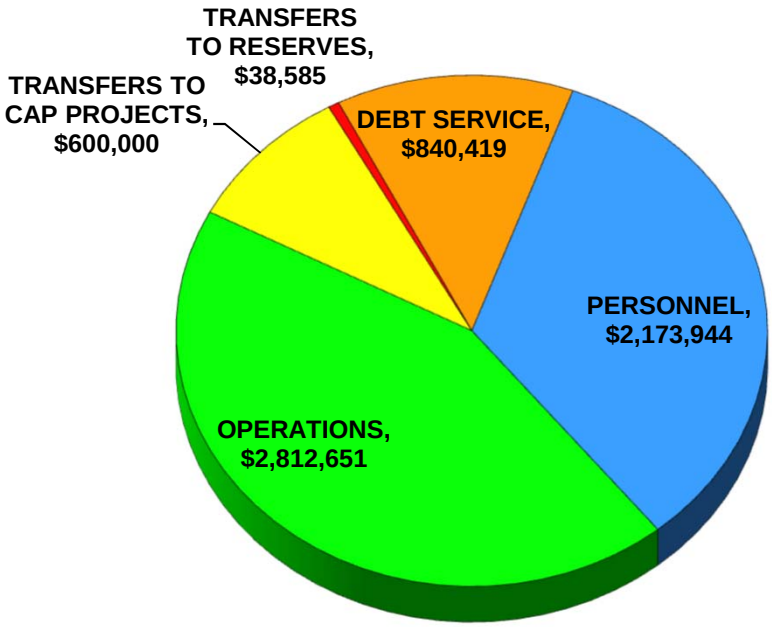
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,312,676 | $ 1,430,529 | $ 1,446,614 | $ 1,446,614 |
| EMPLOYEE BENEFITS | 719,295 | 816,333 | 727,330 | 727,330 |
| | 2,031,971 | 2,246,862 | 2,173,944 | 2,173,944 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 578,284 | 239,930 | 209,135 | 209,135 |
| MAINTENANCE | 209,643 | 692,768 | 713,368 | 713,368 |
| SUPPLIES & MATERIALS | 429,703 | 534,237 | 505,482 | 505,482 |
| ENERGY | 407,283 | 418,227 | 429,648 | 429,648 |
| VEHICLE SUPPLIES & REPAIR | 61,225 | 103,620 | 92,627 | 92,627 |
| INTRAGOVERNMENTAL | 806,984 | 827,073 | 862,391 | 862,391 |
| | 2,493,122 | 2,815,855 | 2,812,651 | 2,812,651 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 1,105,018 | 846,704 | 840,419 | 840,419 |
| TRANSFER TO RESERVES | 0 | 114,673 | 38,585 | 38,585 |
| TRANSFER TO CAP PROJECTS | 807,767 | 506,499 | 600,000 | 600,000 |
| CAPITAL OUTLAY | 83,384 | 0 | 0 | 0 |
| | 1,996,169 | 1,467,876 | 1,479,004 | 1,479,004 |
| TOTAL EXPENDITURES | $ 6,521,262 | $ 6,530,593 | $ 6,465,599 | $ 6,465,599 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| WATER SALES | (3,992,271) | (3,966,268) | (4,016,712) | (4,016,712) |
| WATER FIXTURE CHARGE | (2,171,672) | (2,261,843) | (2,138,905) | (2,138,905) |
| INSURANCE CLAIM PAYMENTS | (118,712) | 0 | 0 | 0 |
| CAPACITY FEES | (130,042) | (98,280) | (98,280) | (98,280) |
| INTEREST | (42,121) | (26,000) | (32,000) | (32,000) |
| WATER VACANT LOT CHARGE | (18,685) | (18,202) | (17,702) | (17,702) |
| WATER CONNECTION CHARGES | (142,690) | (130,000) | (130,000) | (130,000) |
| SALES - MATERIALS & SERVICE | (32,097) | (30,000) | (32,000) | (32,000) |
| PROCEEDS OF LONG TERM DEBT | 0 | 0 | 0 | 0 |
| | (6,648,290) | (6,530,593) | (6,465,599) | (6,465,599) |
| REVENUE (OVER)/UNDER EXPENDITURES | $ (127,028) | $ 0 | 0 | $ 0 |

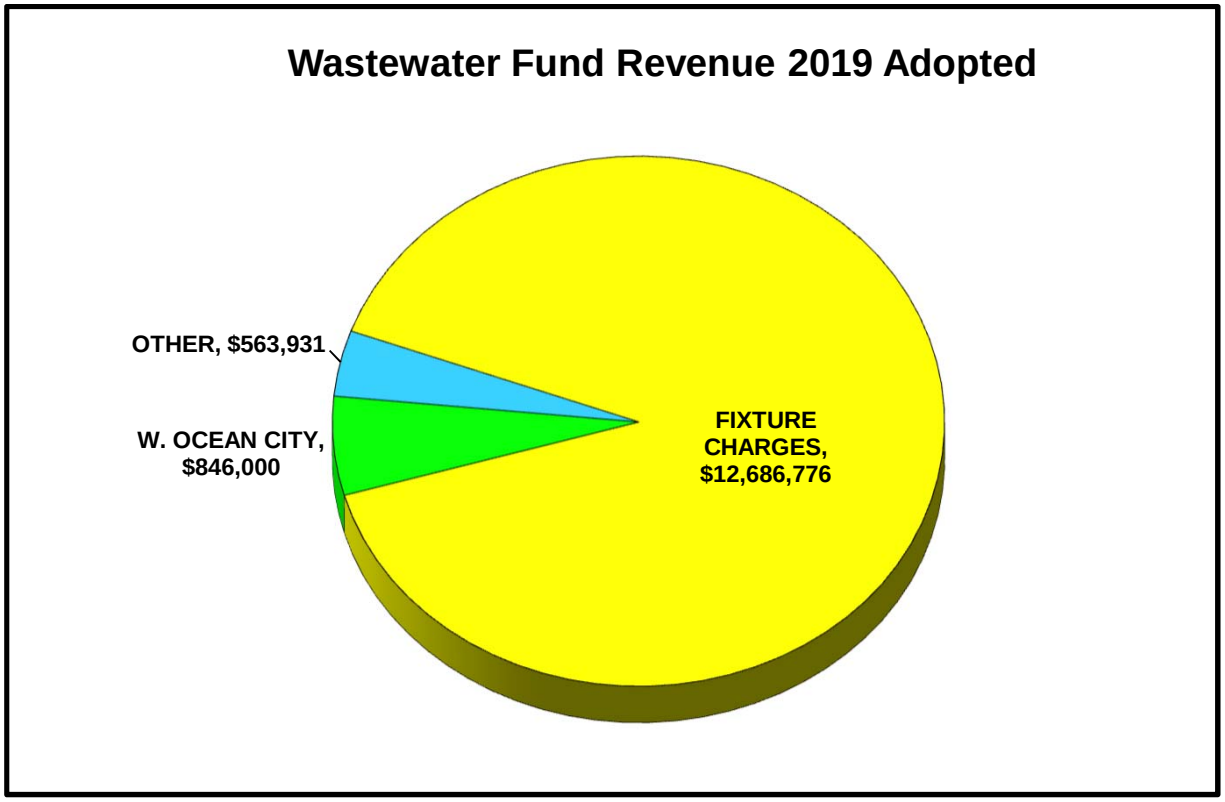


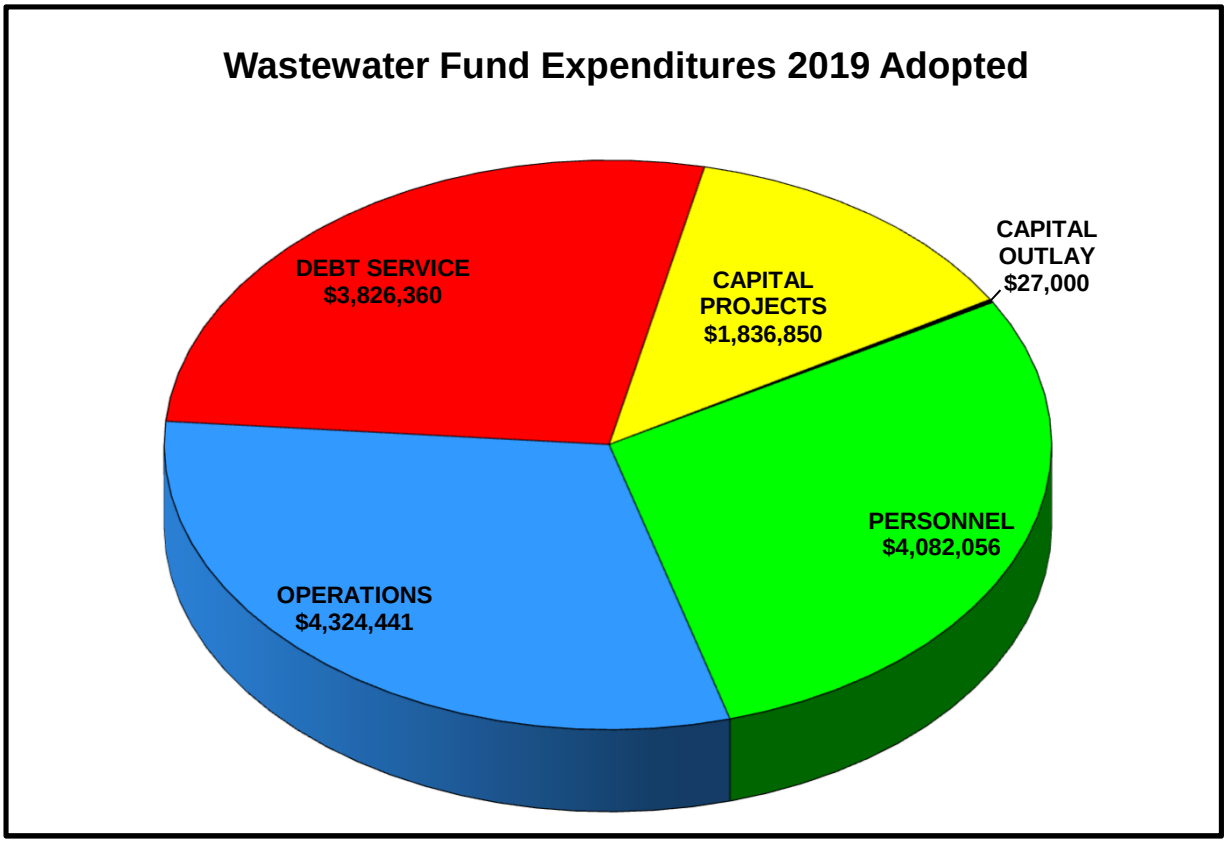
## Water Fund Revenue 2019 Adopted




## Water Fund Expenditures 2019 Adopted




Wastewater Fund Revenue 2019 Adopted
OTHER, $563,931
W. OCEAN CITY, $846,000
FIXTURE CHARGES, $12,686,776


Wastewater Fund Expenditures 2019 Adopted
DEBT SERVICE $3,826,360
CAPITAL PROJECTS $1,836,850
CAPITAL OUTLAY $27,000
PERSONNEL $4,082,056
OPERATIONS $4,324,441

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## WASTEWATER FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

In accordance with the rate study, the rates for wastewater service increase from $9.25 per quarter to $9.45 per quarter, generating $12,686,776 in revenue. Capacity fees are expected to generate $171,600 in FY 19. Capacity fees are used to offset debt service costs for Wastewater department capital projects. Service to West Ocean City is budgeted at $846,000 a slight increase for FY 19. Revenue from plumbing permits and lab fees are expected to remain level in FY 19. Federal Government grants include the Build America Bond interest subsidy. No funds are required to be taken from Wastewater fund balance to support this budget.

PERSONNEL CHANGES:

Forty-six positions are funded in the Wastewater Fund. Three positions are currently shared with Water: an Office Associate, the Purchasing Technician and a SCADA Technician. A step increase effective January 1, 2019 has been included. Benefit costs for health insurance, retiree health and pension decrease for this fund.

CHANGES IN OPERATIONS:

Contracted Services include services provided by professional architects and engineers and tipping fees. A facility assessment update was funded in FY 18 at a cost of $130,000. A SCADA fiber optics upgrade has been included at $20,000 and a graphics panel display upgrade has been included at $44,500. Tipping fees and land application disposal fees are projected to increase in FY 19, and have been included at $419,050. Permit fees paid to the Maryland Department of the Environment have been budgeted at $6,500. Building maintenance has been budgeted at $236,879, and includes $100,000 in concrete repairs in the plant. HVAC replacement in the Oxygen Control building and replacement of the Effluent building roof have also been included. Plant equipment maintenance has been budgeted at $574,580, an increase of $362,330. Replacement of the effluent flow meter, odor control media, headworks grating, and headworks valve have been funded in the Plant division. A VPSA instrument air compressor and replacement of the potable water meter and vault have been funded in the Collection division. Supplies and Materials increase $77,315 from FY 18. Approximately $736,088 of this line item is budgeted to purchase chemicals for wastewater treatment. Costs for liquid oxygen and sodium bisulfite increase $50,000. Lime is included at $180,000 and sodium hypocholorite is included at $235,000. Energy costs have been budgeted to increase slightly. Vehicle fuel and repair cost estimates were reduced for this department. Intragovernmental allocations for vehicle lease, IT services and Insurance decrease, while General Overhead expense increases for this fund. Debt service decreases in FY 19. Capital outlay includes $27,000 to replace primary influent pump G. Transfer to capital projects includes $150,000 for phase III disinfection, $750,000 for the Cure in Place project, $861,850 for wastewater main repairs and $75,000 for ocean outfall diffuser repairs. A ½ ton 4x4 pickup was funded through Vehicle Trust for this division.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
WASTEWATER FUND

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 2,534,235 | $ 2,630,694 | $ 2,667,383 | $ 2,667,383 |
| EMPLOYEE BENEFITS | 1,449,518 | 1,556,740 | 1,414,673 | 1,414,673 |
| | 3,983,753 | 4,187,434 | 4,082,056 | 4,082,056 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 612,178 | 807,757 | 682,222 | 682,222 |
| MAINTENANCE | 547,448 | 481,980 | 858,834 | 858,834 |
| SUPPLIES & MATERIALS | 872,776 | 854,165 | 931,480 | 931,480 |
| ENERGY | 527,102 | 578,152 | 582,108 | 582,108 |
| VEHICLE SUPPLIES & REPAIR | 111,648 | 129,813 | 122,862 | 122,862 |
| INTRAGOVERNMENTAL | 1,095,421 | 1,138,442 | 1,146,935 | 1,146,935 |
| | 3,766,573 | 3,990,309 | 4,324,441 | 4,324,441 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 3,876,265 | 4,189,112 | 3,826,360 | 3,826,360 |
| TRANSFER TO RESERVES | 0 | 0 | 0 | 0 |
| TRANSFER TO CAPITAL PROJECTS | 1,362,580 | 2,860,000 | 1,836,850 | 1,836,850 |
| CAPITAL OUTLAY | 268,571 | 142,000 | 27,000 | 27,000 |
| | 5,507,416 | 7,191,112 | 5,690,210 | 5,690,210 |
| TOTAL EXPENDITURES | $ 13,257,742 | $ 15,368,855 | $ 14,096,707 | $ 14,096,707 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| FIXTURE CHARGES | (12,236,582) | (13,129,006) | (12,686,776) | (12,686,776) |
| INTEREST | (26,269) | (32,000) | (27,000) | (27,000) |
| VACANT LOT CHARGE | (42,408) | (42,091) | (42,043) | (42,043) |
| CONNECTION CHARGES | (8,833) | (8,000) | (8,000) | (8,000) |
| SALES - MATERIALS & SERVICES | 49,695 | (9,600) | (5,000) | (5,000) |
| SERVICE TO WEST OCEAN CITY | (832,443) | (844,000) | (846,000) | (846,000) |
| PLUMBING PERMITS | (76,980) | (75,000) | (75,000) | (75,000) |
| LAB FEES | (97,425) | (100,000) | (100,000) | (100,000) |
| CAPACITY FEES | (227,896) | (171,600) | (171,600) | (171,600) |
| INTEREST EARNED ON INVESTMENTS | (34,243) | (2,000) | (20,000) | (20,000) |
| FEDERAL GOVERNMEN'T GRANTS | (113,083) | (105,539) | (112,288) | (112,288) |
| MISCELLANEOUS | (5,409) | (3,000) | (3,000) | (3,000) |
| PROCEEDS OF LONG TERM DEBT | 0 | 0 | 0 | 0 |
| | (13,651,876) | (14,521,836) | (14,096,707) | (14,096,707) |
| REVENUE (OVER)/UNDER EXPENDITURES | $ (394,134) | $ 847,019 | $ 0 | $ 0 |

| | | | | |
|---|---|---|---|---|
| Fixture Charge | 8.95 | 9.25 | 9.45 | 9.45 |
| Vacant Lot | 21.60 | 22.20 | 22.80 | 22.80 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
# TRANSPORTATION FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

In February 2011, bus fare was increased from $2 ride-all-day to $3 ride-all-day, or $1 per boarding. In FY 15, the $1 per boarding option was eliminated, resulting in a 17.5% increase in bus revenue. Additional deployments were added in FY 16. FY 19 bus revenue has been budgeted at the FY 17 actual level, which is a reduction of $145,500 from the FY 18 adopted budget. Projected revenue from bus advertising is $260,000. Tram fare will continue to be $3.00 one-way seven days a week. Projected tram revenue is $1,283,500 for FY 19, and includes a proposal to offer tram service during the Spring Cruisin' event as well as the week after Labor Day and during Bikefest. Tram advertising has been included at $78,000. A County grant to cover ½ the deficit for providing service to the West Ocean City Park and Ride has been included. Federal and State operating grants are budgeted at $825,782, the same level since FY 07. Capital grants include reimbursement for preventative maintenance on the buses. The General Fund contribution to Transportation increases $139,361 for FY 19.

PERSONNEL CHANGES:

Since FY '09, four full-time positions were eliminated in this division. Thirteen full-time employees have been funded in FY 19. A step increase effective January 1, 2019 has been included. In FY 18, one full-time bus driver position was converted to a full-time Dispatch position. A request was made to convert one full-time bus driver position to a full-time Money Room Supervisor, but the conversion was not approved. Two seasonal supervisors will continue to manage the money room operation. Nearly 200 seasonal employees are employed by this department. Part time salaries in the bus division are funded at $1,706,557. The recent pay table adjustment increased salaries by $41,245 in this fund. Tram part-time salaries were increased $2,573 to cover Saturday and Sunday of Spring Cruisin' weekend. The allowance for Police officers to patrol the buses has been increased from $35,000 to $38,000. Budgeted hours for the operation of the medical transport program continue to be included. In the Employee benefits category, health insurance increases, while retiree health, pension and unemployment are projected to decrease. Unemployment accounts for $540,000 of the Employee Benefits line item for FY 19.

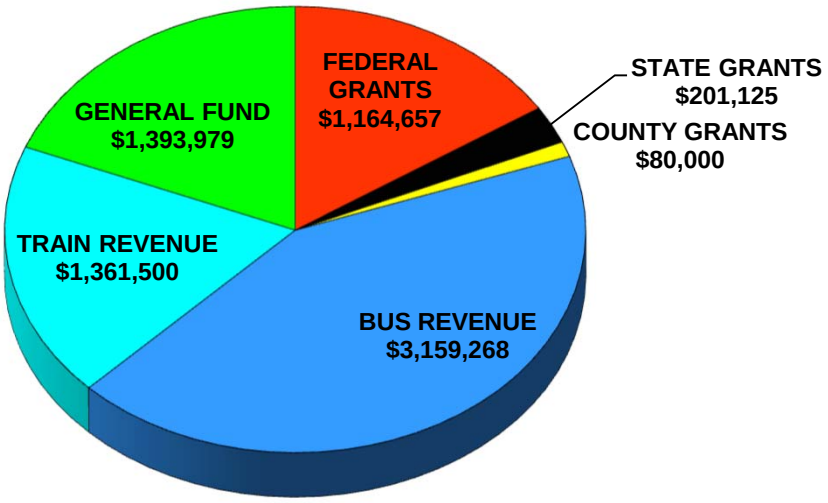
OPERATIONAL CHANGES:

Contracted Services include building and equipment maintenance, printing, dues, and credit card fees. The annual fees for the bus locator system are included at $44,280. Attendance at the Transportation Association of Maryland conference has been included for two employees. National Transit Institute training has also been included for the Transit Manager. This training is reimbursable through MTA's RTAP program. Year-round local advertising has been included at $14,000. Credit card fees were decreased $1,000 for the Tram division. Operational Supplies are funded at $56,115. Marketing materials for the Tram division has been included at $500. Other supply items include oil and diesel exhaust fluid. Energy costs are estimated to increase 2%. Vehicle fuel is a major expense for this department and is budgeted at $678,761. Parts and labor for the bus division have been budgeted at $1,579,500. Grant funds in the amount of $480,000 have been requested to offset the maintenance costs. Overall, costs for vehicle fuel and vehicle maintenance increase $2,750. Intragovernmental allocations for Vehicle Lease, IT services, general overhead, and insurance all decrease for this division. Vehicle lease includes a $150,000 "place holder" for the purchase of replacement boardwalk tram coaches and jeeps. Vehicle lease in the bus division only covers the amount for vehicle insurance costs. Vehicle Lease in the Administrative and Tram divisions includes an amount for vehicle lease and for vehicle insurance. No capital outlay is included in the FY 19 budget.

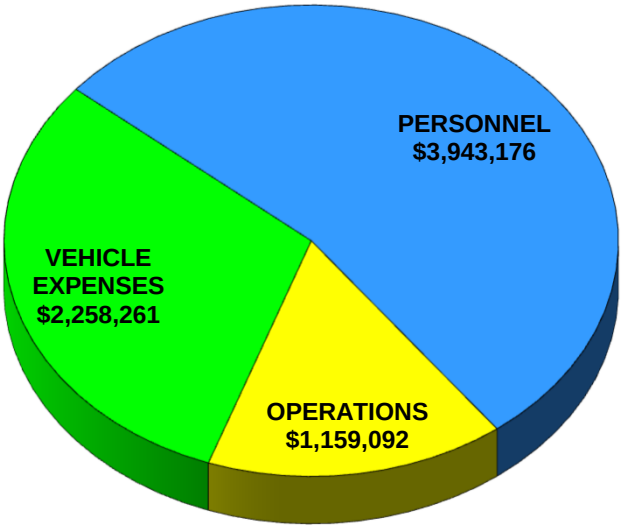
TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
TRANSPORTATION FUND

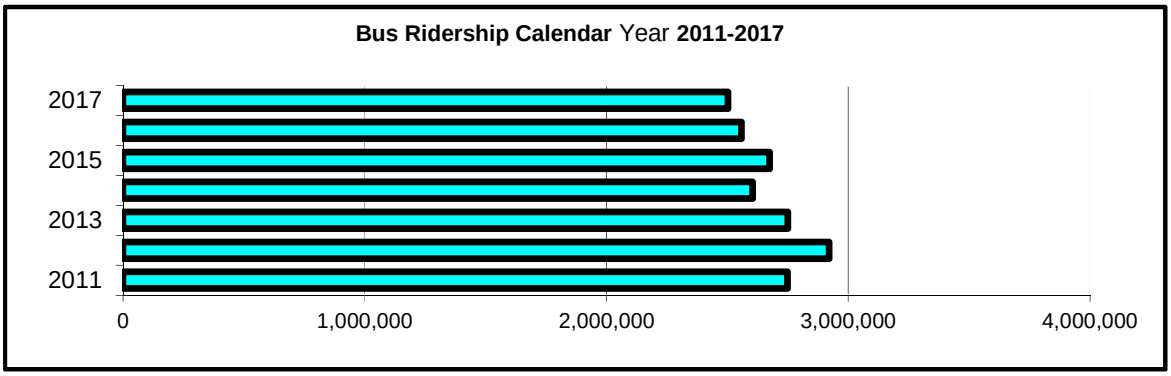
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 2,771,409 | $ 2,868,408 | $ 2,876,954 | $ 2,876,954 |
| EMPLOYEE BENEFITS | 1,041,877 | 1,115,028 | 1,066,222 | 1,066,222 |
| | 3,813,286 | 3,983,436 | 3,943,176 | 3,943,176 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 112,156 | 102,778 | 148,730 | 148,730 |
| SUPPLIES & MATERIALS | 48,035 | 61,165 | 56,115 | 56,115 |
| ENERGY | 62,062 | 65,047 | 66,400 | 66,400 |
| VEHICLE SUPPLIES & REPAIR | 1,951,547 | 2,255,511 | 2,258,261 | 2,258,261 |
| INTRAGOVERNMENTAL | 713,281 | 951,711 | 887,847 | 887,847 |
| | 2,887,081 | 3,436,212 | 3,417,353 | 3,417,353 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER TO RESERVES | 166,347 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 63,056 | 935,200 | 0 | 0 |
| | 229,403 | 935,200 | 0 | 0 |
| TOTAL EXPENDITURES | $ 6,929,770 | $ 8,354,848 | $ 7,360,529 | $ 7,360,529 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| BUS REVENUE | (2,907,142) | (3,035,268) | (2,891,768) | (2,891,768) |
| TRAIN REVENUE | (1,378,070) | (1,356,000) | (1,361,500) | (1,361,500) |
| BUS ADVERTISING | (264,630) | (253,000) | (260,000) | (260,000) |
| INTEREST ON INVESTMENTS | (8,539) | (2,000) | (7,500) | (7,500) |
| INSURANCE CLAIM PAYMENTS | (39,788) | 0 | 0 | 0 |
| CAPITAL ASSET SALES | (151) | 0 | 0 | 0 |
| CAPITAL GRANT - FEDERAL | (480,000) | (1,376,160) | (480,000) | (480,000) |
| CAPITAL GRANT - STATE | (60,000) | (172,020) | (60,000) | (60,000) |
| ADA GRANT - STATE | (110,000) | (110,000) | (110,000) | (110,000) |
| OPERATING GRANT - FEDERAL | (684,657) | (684,657) | (684,657) | (684,657) |
| OPERATIONG GRANT - STATE | (31,125) | (31,125) | (31,125) | (31,125) |
| OPERATING GRANT - COUNTY | (80,000) | (80,000) | (80,000) | (80,000) |
| | (6,044,102) | (7,100,230) | (5,966,550) | (5,966,550) |
| TOWN CONTRIBUTION | $ 885,668 | $ 1,254,618 | $ 1,393,979 | $ 1,393,979 |

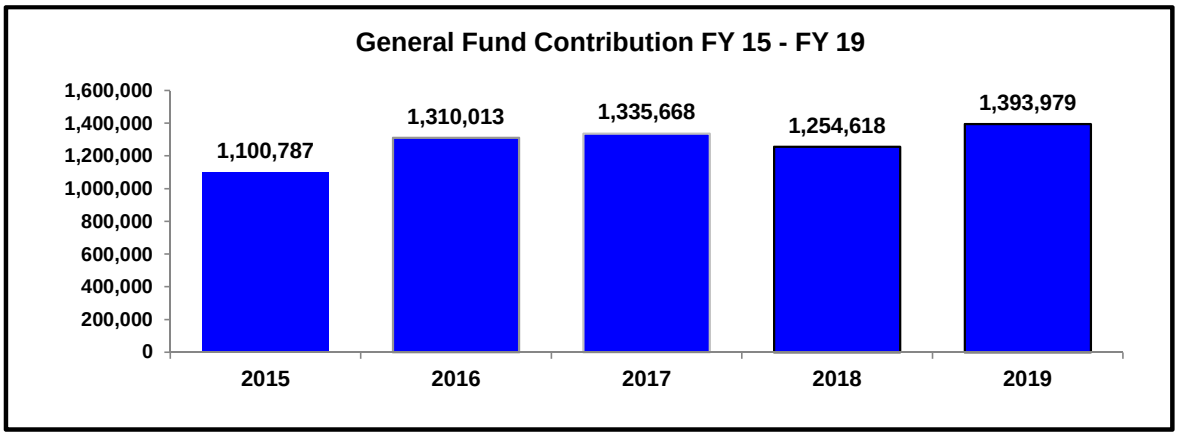
## Transportation Fund Revenue 2019 Adopted

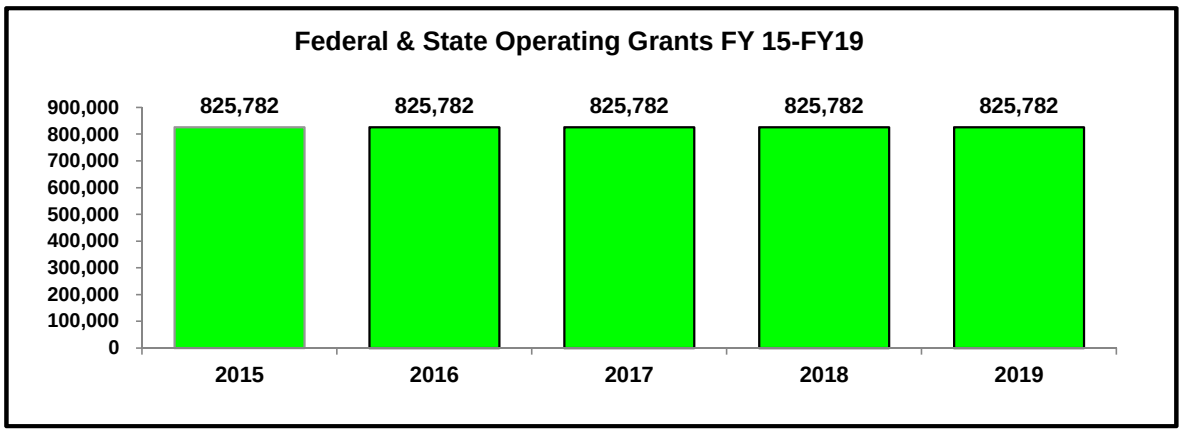


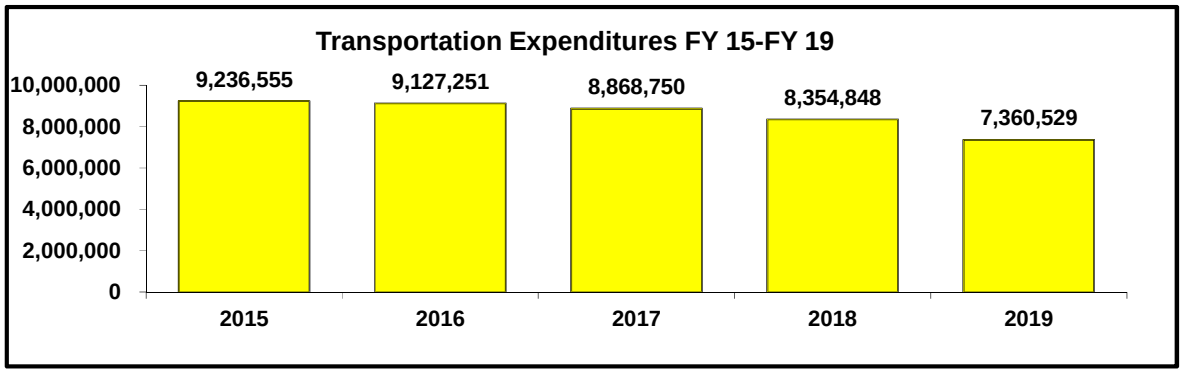

## Transportation Fund Expenditures 2019 Adopted




Bus Ridership Calendar Year 2011-2017
2017
2015
2013
2011
0
1,000,000
2,000,000
3,000,000
4,000,000


General Fund Contribution FY 15 - FY 19
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
1,100,787
1,310,013
1,335,668
1,254,618
1,393,979
2015
2016
2017
2018
2019


Federal & State Operating Grants FY 15-FY19
900,000
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
0
825,782
825,782
825,782
825,782
825,782
2015
2016
2017
2018
2019


Transportation Expenditures FY 15-FY 19
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
9,236,555
9,127,251
8,868,750
8,354,848
7,360,529
2015
2016
2017
2018
2019

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## AIRPORT FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Anticipated fuel sales are based on the average number of gallons sold for the past three years. The average number of gallons of both types of fuel has decreased. Per gallon costs for both types of fuel are projected to increase. T-Hangar rental fees are increased on a biannual basis and were increased in FY 18. Land rent to the Lion's Club will remain at $3,600, and land rent to the Golf Couse is budgeted at $2,053. Usage of the concrete crushing operation has been anticipated to increase. Revenue from this operation is shown in the Service Charges line item. Federal and State grants for Runway 14/32 design have been included at a 90% Federal, 5% State, 5% local match. State grants have been included for environmental mitigation/obstruction removal and non-tidal mitigation. Both projects are funded 75% State and 25% local match, with a total cost of $2,000,000. Miscellaneous revenue shown in FY 17 and FY 18 was payment from Delmarva Power for staging equipment at the Airport. The General Fund subsidy of the Airport decreases $172,954, from $808,440 to $635,486. Included in the subsidy is $421,611 for the Town's local match for the grant-funded projects.

PERSONNEL CHANGES:

Three full-time employees are budgeted in this division. One full-time position was converted to a part-time, year-round position in FY 11. A step increase effective January 1, 2019 has been included. Two part-time, year-round Office Associates and two seasonal line technicians are employed by this division. Benefit costs for retiree health and pension are projected to decrease, while unemployment is projected to increase.

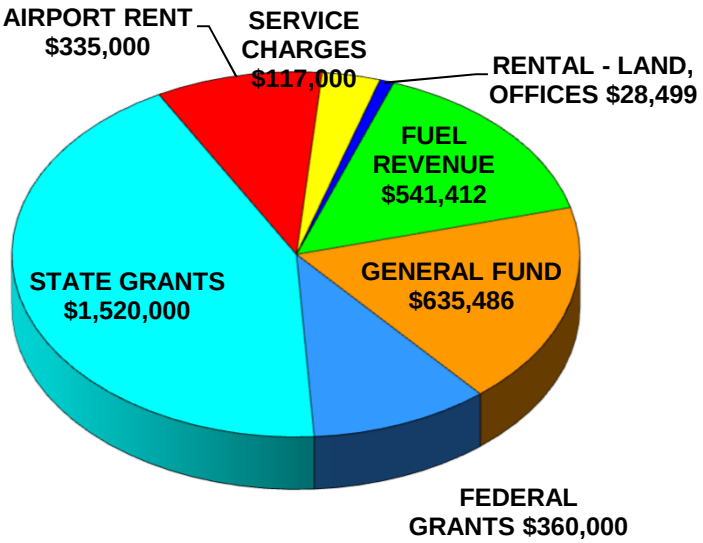
CHANGES IN OPERATIONS:

Contracted Services include professional services, building and equipment maintenance, credit card fees and other services. Credit card fees and legal fees are anticipated to decrease. A replacement heat pump for the main terminal 2nd floor office was funded in FY 18. Equipment maintenance increases $5,068 and includes maintenance on the fuel pumps. Concrete crushing has been included at $75,000, an increase of $33,000 from the FY 18 budget. Mowing of the fields surrounding the airport has been included at a cost of $17,664. Other expenses included in Contracted Services include maintenance of the field lighting, $10,000, and Navigation Aid technical support, $12,000. Purchases for Resale fuel purchase costs are the primary expense of the Airport fund. Fuel purchases are budgeted at $380,910 for the coming year, an increase of $5,410, and an anticipated increase in the costs of both types of fuel. The number of gallons of both types of fuel have decreased. Energy costs have been budgeted to increase slightly. Vehicle fuel is projected to increase, while vehicle maintenance costs are projected to decrease for this division. Allocations for General Overhead and for vehicle lease increase for this division, while allocations for property and liability insurance and IT services decrease. Debt Service reflects Airport improvement bonds of 2005 and 2010. Capital projects include the design of runway 14/32 and environmental mitigation and non-tidal mitigation for runway 14/32. Design of Hangar K was proposed, but delayed to a future year.

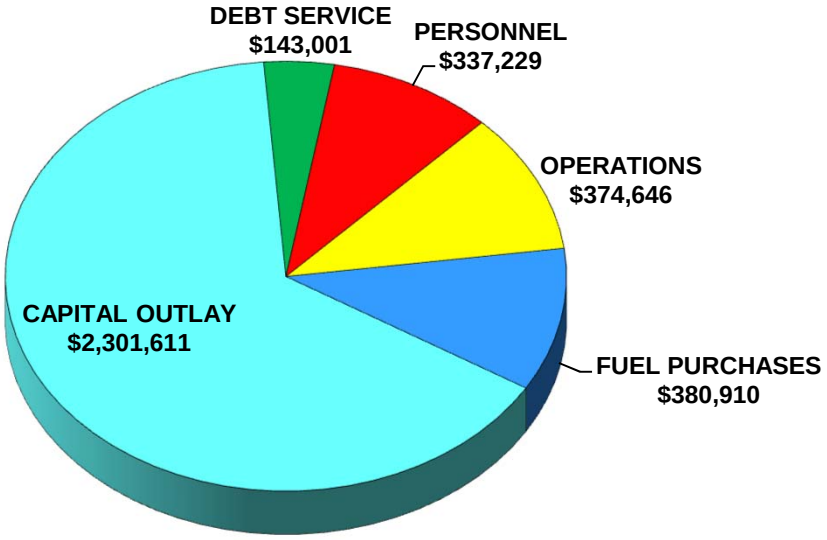
TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
AIRPORT FUND

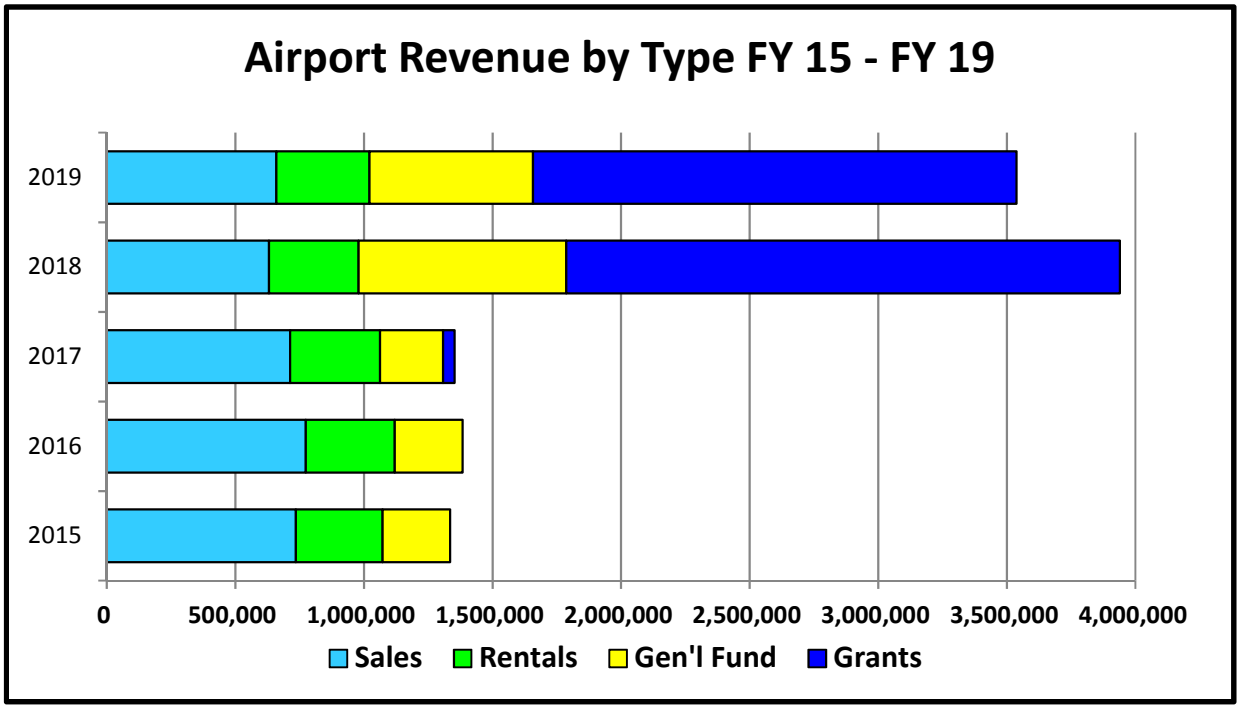
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 232,688 | $ 239,412 | $ 247,033 | $ 247,033 |
| EMPLOYEE BENEFITS | 91,227 | 94,634 | 90,196 | 90,196 |
| | 323,915 | 334,046 | 337,229 | 337,229 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 199,755 | 176,505 | 208,524 | 208,524 |
| SUPPLIES & MATERIALS | 11,270 | 13,095 | 13,595 | 13,595 |
| PURCHASES FOR RESALE | 346,804 | 375,500 | 380,910 | 380,910 |
| ENERGY | 36,340 | 37,936 | 39,000 | 39,000 |
| VEHICLE SUPPLIES & REPAIR | 13,658 | 22,532 | 19,455 | 19,455 |
| INTRAGOVERNMENTAL | 91,097 | 87,287 | 94,072 | 94,072 |
| | 698,924 | 712,855 | 755,556 | 755,556 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 146,349 | 142,963 | 143,001 | 143,001 |
| TRANSFER TO CAPITAL PROJECTS | 0 | 0 | 0 | 0 |
| TRANSFER TO RESERVES | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 202,284 | 2,750,000 | 2,301,611 | 2,301,611 |
| | 348,633 | 2,892,963 | 2,444,612 | 2,444,612 |
| TOTAL EXPENDITURES | $ 1,371,472 | $ 3,939,864 | $ 3,537,397 | $ 3,537,397 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| FUEL REVENUE | (490,906) | (542,050) | (541,412) | (541,412) |
| RENT REVENUES | (319,311) | (320,168) | (335,000) | (335,000) |
| RENTAL - LAND, OFFICE SPACE | (26,789) | (26,406) | (27,499) | (27,499) |
| FEDERAL GRANTS | 0 | (405,000) | (360,000) | (360,000) |
| STATE GRANTS | (108,467) | (1,747,500) | (1,520,000) | (1,520,000) |
| SERVICE CHARGES | (88,089) | (65,300) | (117,000) | (117,000) |
| MISCELLANEOUS REVENUE | (44,000) | (24,000) | 0 | 0 |
| INTEREST EARNED | (2,603) | (1,000) | (1,000) | (1,000) |
| PRIOR YEAR SURPLUS | 0 | 0 | 0 | 0 |
| | (1,080,165) | (3,131,424) | (2,901,911) | (2,901,911) |
| TOTAL TOWN CONTRIBUTION | $ 291,307 | $ 808,440 | $ 635,486 | $ 635,486 |

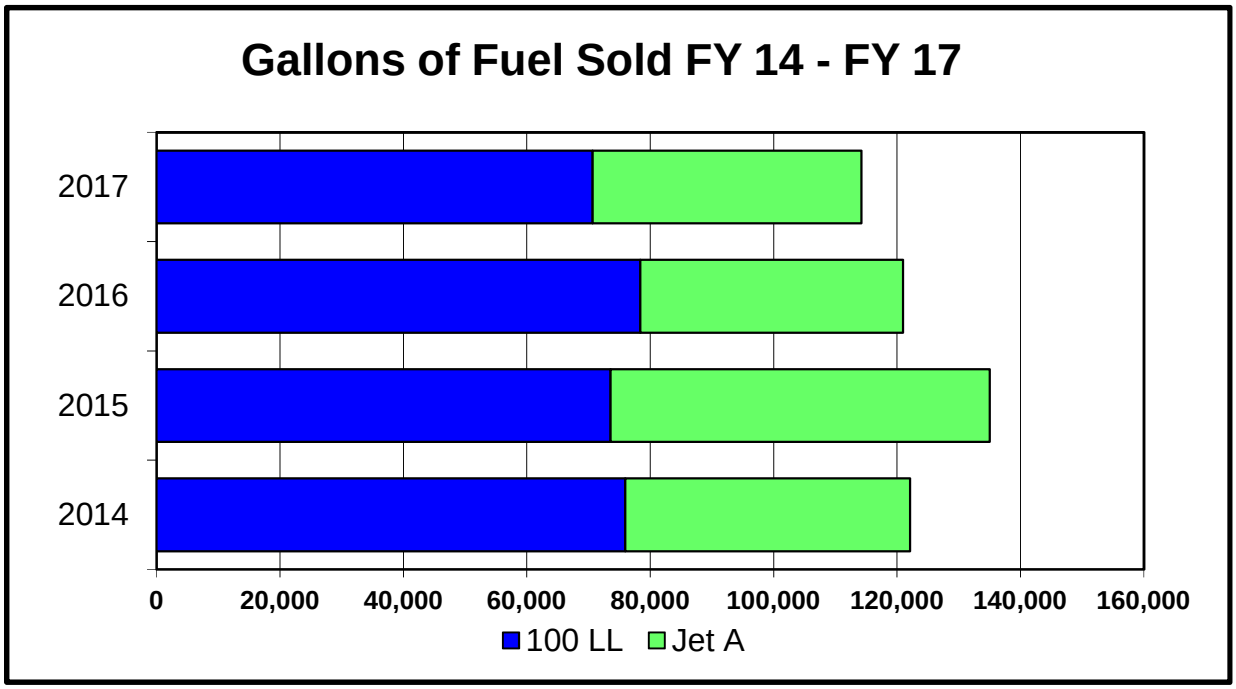
## Airport Fund Revenues 2019 Adopted




## Airport Fund Expenditures 2019 Adopted




Airport Revenue by Type FY 15 - FY 19
2019
2018
2017
2016
2015
0
500,000
1,000,000
1,500,000
2,000,000
2,500,000
3,000,000
3,500,000
4,000,000
Sales
Rentals
Gen'l Fund
Grants


Gallons of Fuel Sold FY 14 - FY 17
2017
2016
2015
2014
0
20,000
40,000
60,000
80,000
100,000
120,000
140,000
160,000
100 LL
Jet A

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## GOLF COURSE FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Weekday and weekend rates were instituted for peak spring and fall seasons, and Talon Club and local rates were increased by $5 in FY 18. As a result of these changes, Golf Course revenue is expected to increase in FY 19. Admissions Tax revenue for Eagle's Landing is expected to remain level. A portion of the funds received from Worcester County have been recognized to offset EDU charges for FY 19. Miscellaneous revenue includes revenue from golf camps and clinics as well as reimbursement from Worcester County for irrigation expenses.

PERSONNEL CHANGES:

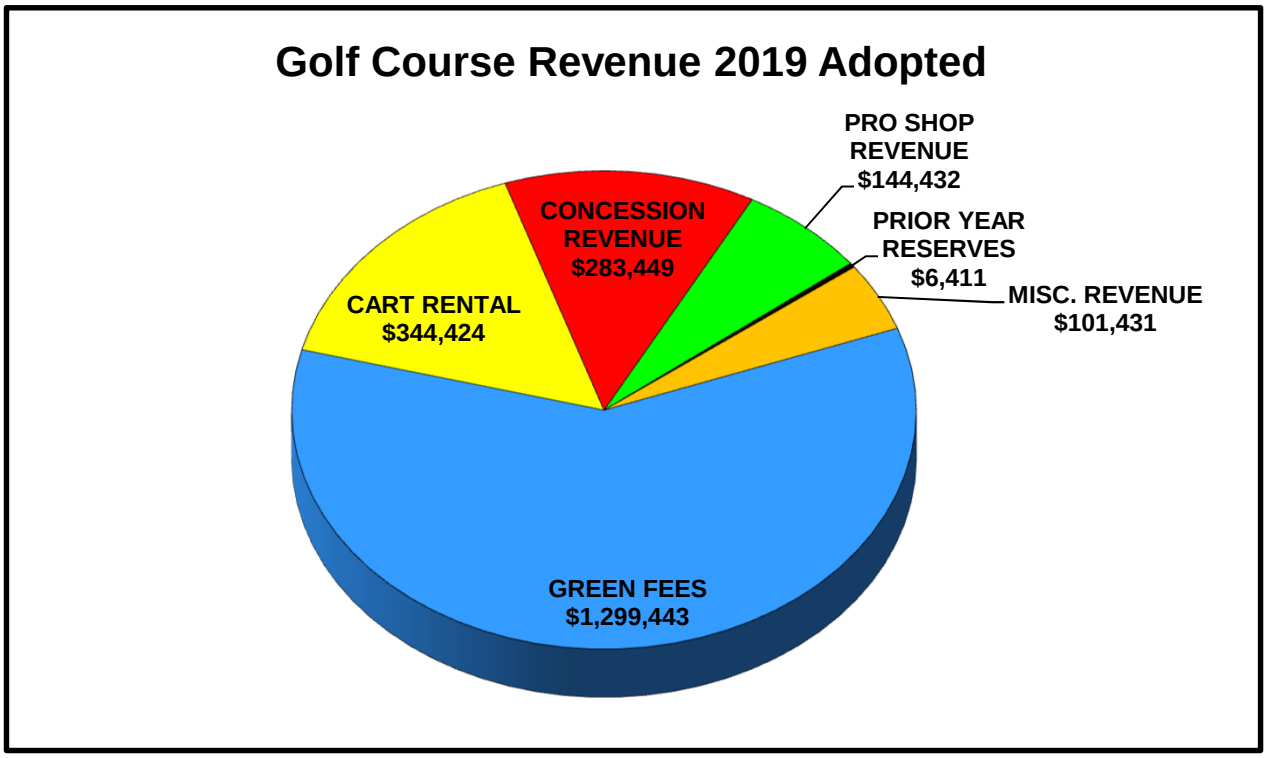
Eight full-time positions are included in this budget. A step increase effective January 1, 2019 has been included for all eligible employees. Seasonal golf laborers, pro shop employees, concession workers and cart attendants are also employed by this division. Changes in the pay scale resulting from the increase in minimum wage from $9.25 to $10.10 per hour increase part-time salaries for the Golf Course by nearly $7,906. Pay increases resulting from changes to the pay table add an additional $3,793. Allocations for retiree health, pension and unemployment decrease for this department.

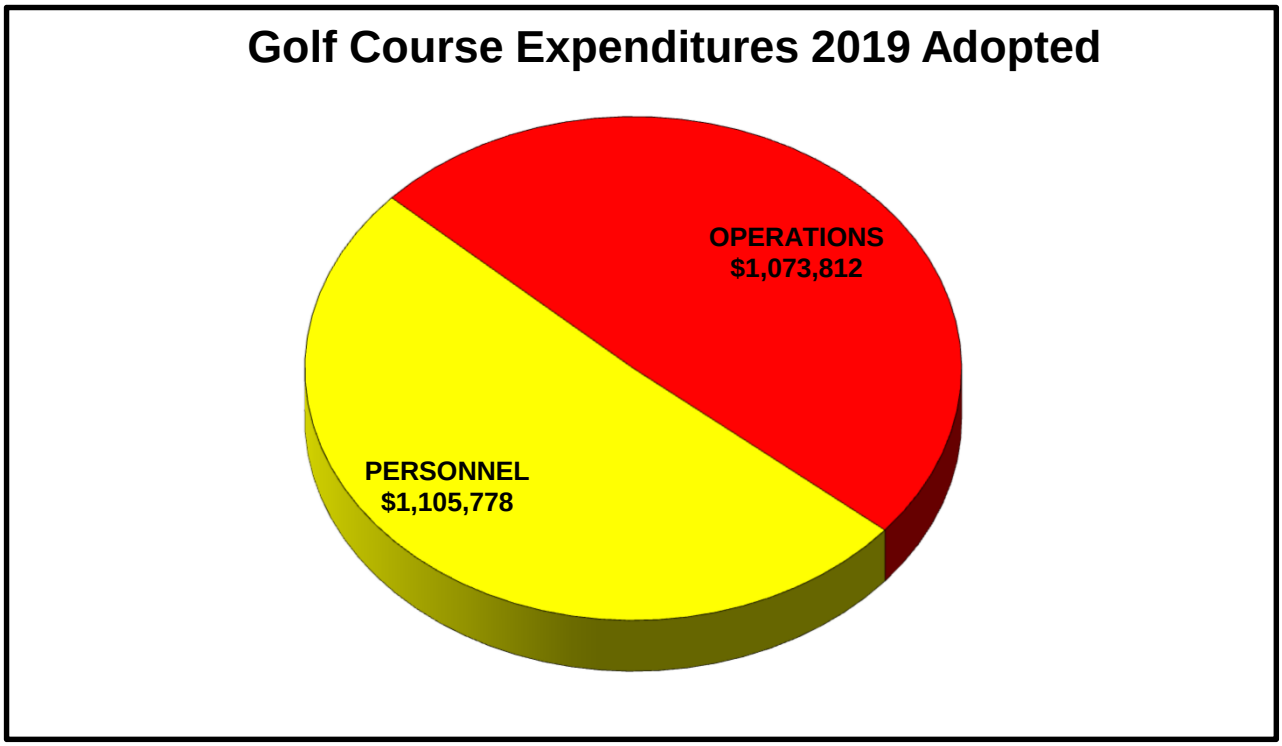
CHANGES IN OPERATIONS:

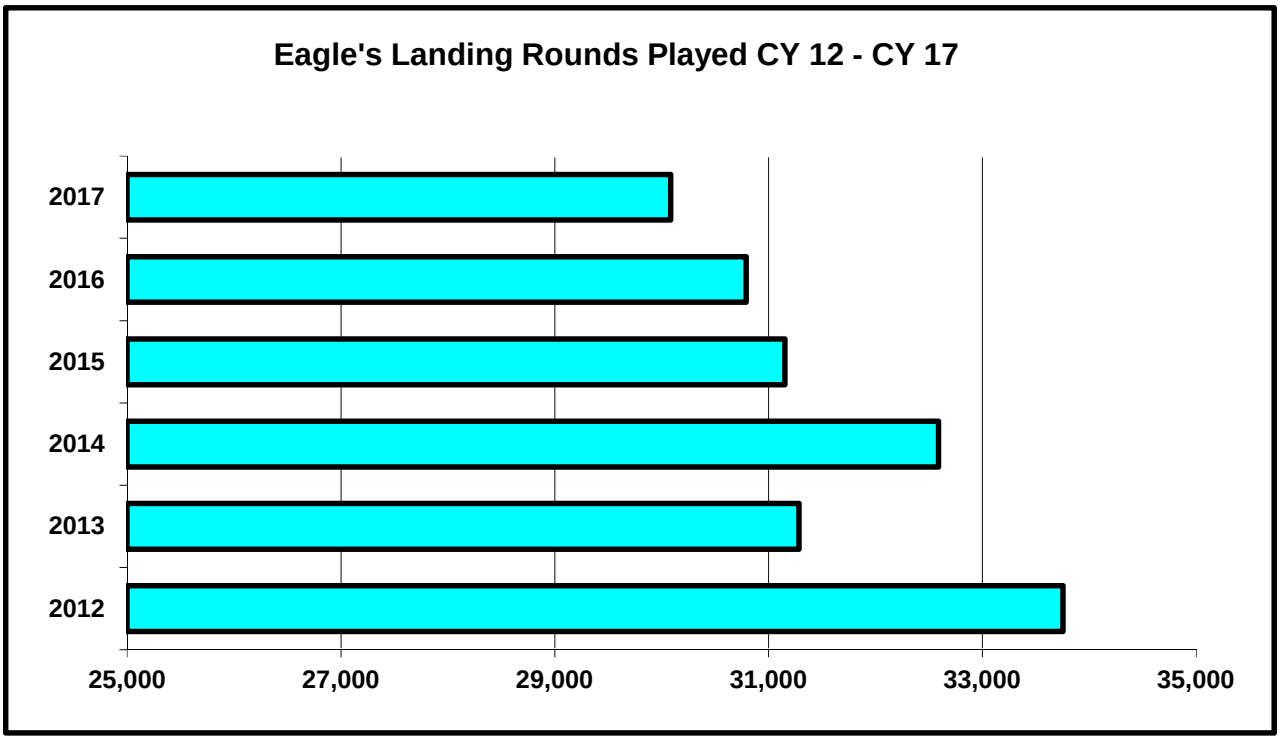
Contracted Services include building & equipment maintenance, advertising and credit card fees. HVAC replacement and replacement of the garage door on the beverage cart storage area have been funded. Greater Ocean City Golf Association fees have been budgeted at $35,000, a reduction of $13,338. Advertising has been budgeted at $54,688, and includes a contract with 121 Marketing at $9,588 and Google ads at $9,000. Payment to Worcester County for septic service has been included at $5,000. Training and travel costs increase slightly and include attendance at the PGA Merchandise Show in Orlando and at the Golf Course Superintendent's national conference. Bridge repairs have been budgeted at $12,995. The golf cart lease will be renegotiated in FY 19 and decreases from $6,205 to $6,160 per month. A GPS system will also be leased through EZGO at an annual cost of $27,216. Supplies & Materials increase $4,505, which is due to cost increases in chemicals, fertilizer, sand and seed. Maintenance supplies are budgeted at $219,500, which covers all chemicals, fertilizers, irrigation and landscaping supplies for the Golf Course. Purchases for Resale for the Golf Shop and the Golf Concession account for $209,198 of the Golf Course budget, and are budgeted to increase from FY 18, with a corresponding increase in revenue. Energy costs are budgeted to increase, but Worcester County will reimburse the Town for the irrigation pump station electric. Costs for vehicle fuel are anticipated to decrease in FY 19. Intragovernmental allocations for insurance and IT decrease, while the allocations for general overhead and vehicle lease increase. Equipment approved in the Vehicle Trust Fund includes: a rotary mower, $24,250; a utility vehicle, $31,300; and a spray vehicle, $40,400.

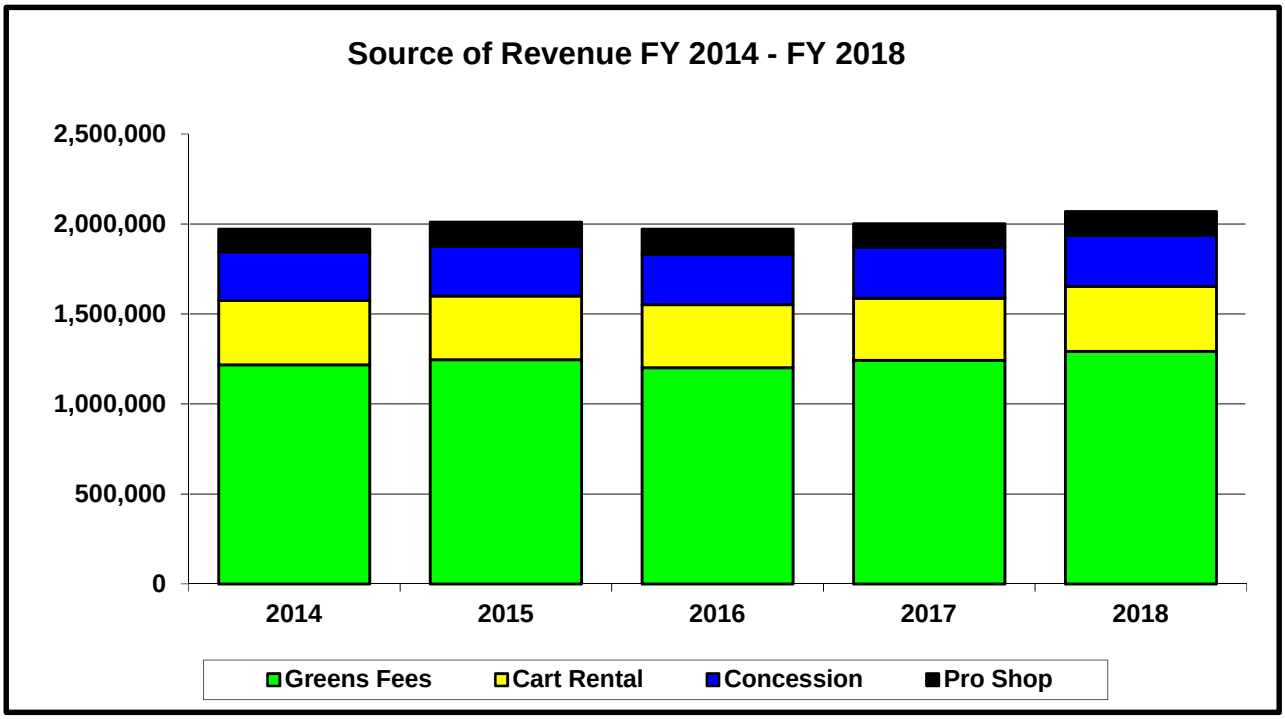
TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
GOLF COURSE FUND

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 736,806 | $ 759,742 | $ 785,609 | $ 785,609 |
| EMPLOYEE BENEFITS | 318,643 | 351,207 | 320,169 | 320,169 |
| | 1,055,449 | 1,110,949 | 1,105,778 | 1,105,778 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 195,966 | 214,156 | 226,889 | 226,889 |
| GOLF CART LEASE | 81,224 | 81,224 | 80,819 | 80,819 |
| SUPPLIES & MATERIALS | 242,667 | 239,135 | 243,640 | 243,640 |
| PURCHASES FOR RESALE | 193,009 | 201,838 | 209,198 | 209,198 |
| ENERGY | 47,878 | 36,657 | 48,622 | 48,622 |
| VEHICLE SUPPLIES & REPAIR | 36,513 | 42,959 | 40,818 | 40,818 |
| INTRAGOVERNMENTAL | 208,062 | 220,286 | 223,826 | 223,826 |
| | 1,005,319 | 1,036,255 | 1,073,812 | 1,073,812 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFERS OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 46,519 | 0 | 0 | 0 |
| | 46,519 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,107,287 | $ 2,147,204 | $ 2,179,590 | $ 2,179,590 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| ADMISSIONS TAX | (46,846) | (49,000) | (49,000) | (49,000) |
| GREEN FEES | (1,243,146) | (1,292,283) | (1,299,443) | (1,299,443) |
| CART RENTAL | (344,451) | (360,340) | (344,424) | (344,424) |
| CONCESSION REVENUE | (283,059) | (283,950) | (283,449) | (283,449) |
| PRO SHOP REVENUE | (130,779) | (132,450) | (144,432) | (144,432) |
| CLUB RENTAL | (3,369) | (3,410) | (4,350) | (4,350) |
| TOURNAMENT REVENUE | (1,960) | (2,500) | (1,600) | (1,600) |
| PRIOR YEAR RESERVES | 0 | (6,411) | (6,411) | (6,411) |
| LAND AND RIGHT OF WAYS | (46,519) | 0 | 0 | 0 |
| ADVANCE FROM GENERAL FUND | (22,000) | 0 | 0 | 0 |
| INTEREST ON INVESTMENTS | (2,550) | (100) | (2,500) | (2,500) |
| MISCELLANEOUS REVENUE | 304 | (14,460) | (41,381) | (41,381) |
| DISCOUNTS TAKEN | (2,643) | (2,300) | (2,600) | (2,600) |
| | (2,127,018) | (2,147,204) | (2,179,590) | (2,179,590) |
| REVENUE (OVER)/UNDER EXPENDITURES | $ (19,731) | $ 0 | $ 0 | $ 0 |


Golf Course Revenue 2019 Adopted
PRO SHOP REVENUE $144,432
PRIOR YEAR RESERVES $6,411
MISC. REVENUE $101,431
CONCESSION REVENUE $283,449
CART RENTAL $344,424
GREEN FEES $1,299,443


Golf Course Expenditures 2019 Adopted
OPERATIONS $1,073,812
PERSONNEL $1,105,778


Eagle's Landing Rounds Played CY 12 - CY 17
2017
2016
2015
2014
2013
2012
25,000
27,000
29,000
31,000
33,000
35,000


Source of Revenue FY 2014 - FY 2018
2,500,000
2,000,000
1,500,000
1,000,000
500,000
0
2014
2015
2016
2017
2018
Greens Fees
Cart Rental
Concession
Pro Shop

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## CONVENTION CENTER FUND and MUSEUM

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Budgeted revenue for Hall Rental, Special Events, Concession and Service Charges increase a total of $76,000 for FY 19. Revenue for the Performing Arts Center has been shown separately at $71,000. Special Events revenue includes $50,000 anticipated from the Holiday Shopper's Fair, and $47,000 for city-sponsored events to be held in the Performing Arts Center. Sales/Other reflects membership dues for the Convention & Visitor's Bureau and is expected to remain level. Food & Beverage Tax generated goes toward the retirement of debt for the Convention Center expansion. The rate was reduced from 1% to ½% in FY 10. Food & Beverage Tax is anticipated to generate $1,425,000 that will go toward debt retirement in FY 19. An additional $200,000 will go into a fund for capital improvements at the Convention Center. The State Operating grant and General Fund subsidy are budgeted to increase $36,717 each.

PERSONNEL CHANGES:

Thirty-four full-time positions are funded in FY 19. Six positions have been eliminated since FY 09. In the FY 15 budget, one part-time Maintenance Worker position was converted to full-time. In FY 16, the Sales Director position was replaced with a Sales Manager position, and one additional Maintenance Worker II position was included as well. In the FY 19 budget, a sales position was eliminated and replaced with a Maintenance Worker position. The Sales position will be added back to the budget after the next phase of expansion is completed. A step increase effective January 1, 2019 has been included. The Museum division employs two full-time employees. Part-time and seasonal positions are used by both the Convention Center and the Museum. An additional part-time, year-round Maintenance Worker position has been funded in FY 19, bringing the total part-time staff in the Maintenance division to fifteen. Overtime in the Maintenance division has been budgeted at $82,000. Projected costs for health insurance, pension, and retiree health are budgeted to decrease, while unemployment is anticipated to increase.

CHANGES IN OPERATIONS:

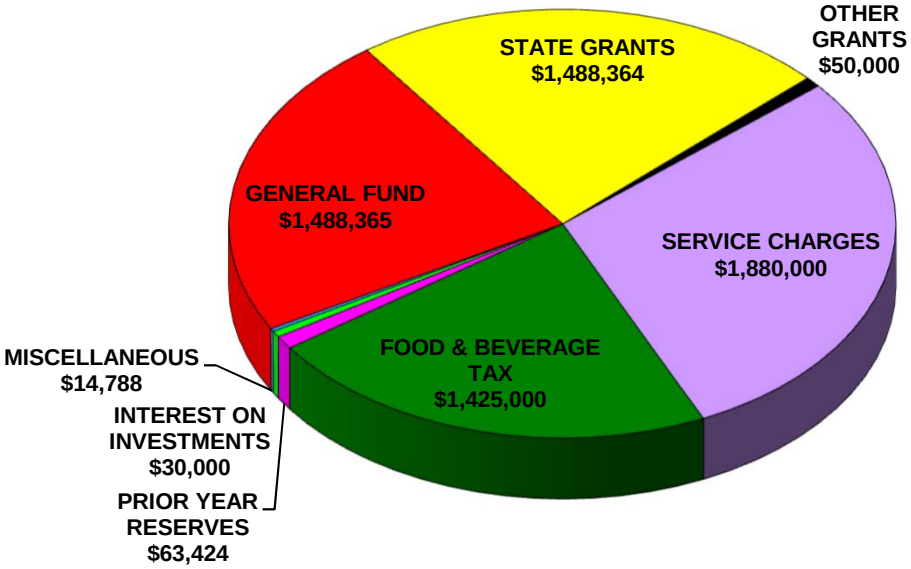
Contracted Services increase in FY 19, and include travel, credit card fees, dry cleaning and advertising. In FY 19, $47,000 has been included for potential city-sponsored events held in the Performing Arts Center. This is an increase from FY 18, when $25,000 was budgeted. Credit card fees were increased $7,500, and a Comcast fiber contract was added at $21,000. Maintenance costs account for $320,683 of the Convention Center budget. Escalator, elevator, HVAC, and equipment repair are budgeted at $235,065, and include HVAC repairs recommended by the Public Works Facilities Manager totaling $24,000. A sound system maintenance contract was added at $28,000. Building maintenance accounts for another $56,177. Overall maintenance costs increase $13,241. Operational supplies include costs for such items as exhibit decorating materials, supplies to clean and maintain the building, aisle and booth carpet, and replacement AV equipment. The Museum's operating expenses decrease $290 overall. Restoration of the boat room doors and a replacement HVAC system have been funded at a total cost of $13,500. Energy costs for the Convention Center are budgeted to decrease for FY 18. Vehicle fuel and maintenance costs are expected to decrease. Intragovernmental allocations for Vehicle Lease and General Overhead increase, while the allocations for IT Services and insurance decrease. Debt Service includes principal and interest on the 2013 and 2018 bonds and the Energy Performance Lease. Food and Beverage tax receipts and interest will be used to pay the debt service on the bonds. Transfer to Reserves reflects the amount to be set aside for the capital reserve fund. FY 17 capital purchases include items purchased for the Energy Performance contract and a replacement work truck.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
CONVENTION CENTER FUND AND MUSEUM

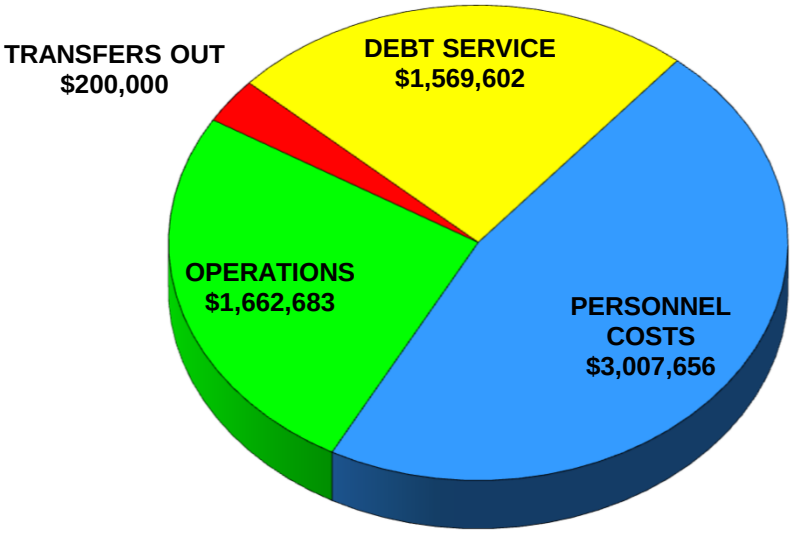
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,953,761 | $ 2,015,697 | $ 2,068,763 | $ 2,068,763 |
| EMPLOYEE BENEFITS | 928,647 | 1,016,707 | 938,893 | 938,893 |
| | 2,882,408 | 3,032,404 | 3,007,656 | 3,007,656 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 195,678 | 199,956 | 241,614 | 241,614 |
| MAINTENANCE | 349,126 | 307,442 | 320,683 | 320,683 |
| SUPPLIES & MATERIALS | 195,501 | 204,646 | 201,537 | 201,537 |
| ENERGY | 508,512 | 535,157 | 530,000 | 530,000 |
| VEHICLE SUPPLIES & REPAIR | 17,596 | 20,205 | 18,151 | 18,151 |
| INTRAGOVERNMENTAL | 339,527 | 348,885 | 350,698 | 350,698 |
| | 1,605,940 | 1,616,291 | 1,662,683 | 1,662,683 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 1,103,488 | 1,094,076 | 1,569,602 | 1,569,602 |
| TRANSFER TO RESERVES | 350,259 | 387,924 | 200,000 | 200,000 |
| CAPITAL OUTLAY | 175,377 | 0 | 0 | 0 |
| | 1,629,124 | 1,482,000 | 1,769,602 | 1,769,602 |
| TOTAL EXPENDITURES | $ 6,117,472 | $ 6,130,695 | $ 6,439,941 | $ 6,439,941 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| HALL RENTAL REVENUE | (830,376) | (830,000) | (849,000) | (849,000) |
| PERFORMING ARTS CENTER | (65,606) | (60,000) | (71,000) | (71,000) |
| SPECIAL EVENT REVENUE | (94,210) | (75,000) | (97,000) | (97,000) |
| CONCESSION REVENUE | (424,226) | (390,000) | (410,000) | (410,000) |
| SERVICE CHARGES | (312,006) | (331,000) | (346,000) | (346,000) |
| BUS PARKING REVENUE | (1,750) | 0 | 0 | 0 |
| MONTHLY LEASE REVENUE | (7,500) | (7,500) | (19,500) | (19,500) |
| SALES/OTHER | (90,019) | (87,500) | (87,500) | (87,500) |
| FOOD & BEVERAGE TAX | (1,422,769) | (1,350,000) | (1,425,000) | (1,425,000) |
| INTEREST ON INVESTMENTS | (12,408) | (32,000) | (30,000) | (30,000) |
| INSURANCE CLAIM PAYMENTS | (28,802) | 0 | 0 | 0 |
| ATM REVENUE | (14,400) | (14,400) | (14,788) | (14,788) |
| COUNTY - VISITORS/CONV BUREAU | (50,000) | (50,000) | (50,000) | (50,000) |
| FEDERAL GRANTS | 1,434 | 0 | 0 | 0 |
| PRIVATE CONTRIBUTIONS | (33,097) | 0 | 0 | 0 |
| PRIOR YEAR RESERVES | 0 | 0 | (63,424) | (63,424) |
| STATE OPERATING/CAPITAL GRANT | (1,349,730) | (1,451,647) | (1,488,364) | (1,488,364) |
| | (4,735,465) | (4,679,047) | (4,951,576) | (4,951,576) |
| TOTAL TOWN CONTRIBUTION | $ 1,382,007 | $ 1,451,648 | $ 1,488,365 | $ 1,488,365 |

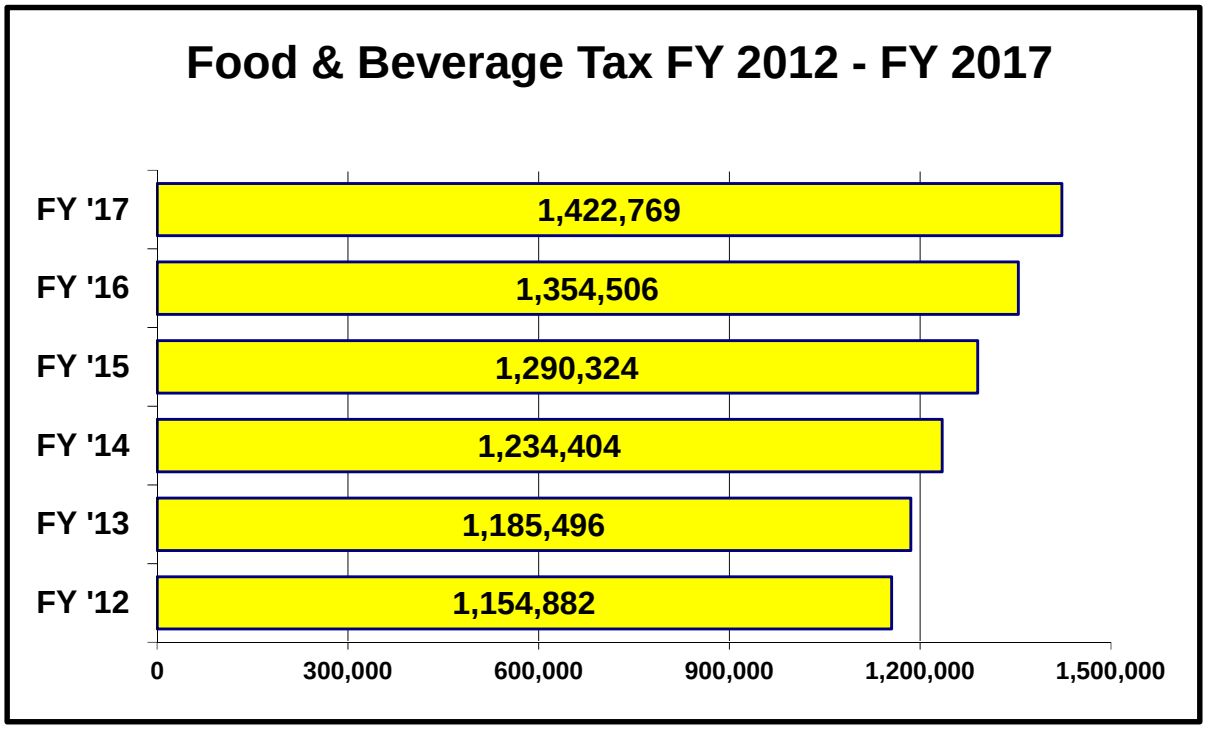
| **MUSEUM** | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | 208,102 | 215,926 | 204,122 | 204,122 |
| OPERATING EXPENSES: | 44,622 | 46,490 | 46,200 | 46,200 |
| TOTAL EXPENDITURES | 252,724 | 262,416 | 250,322 | 250,322 |

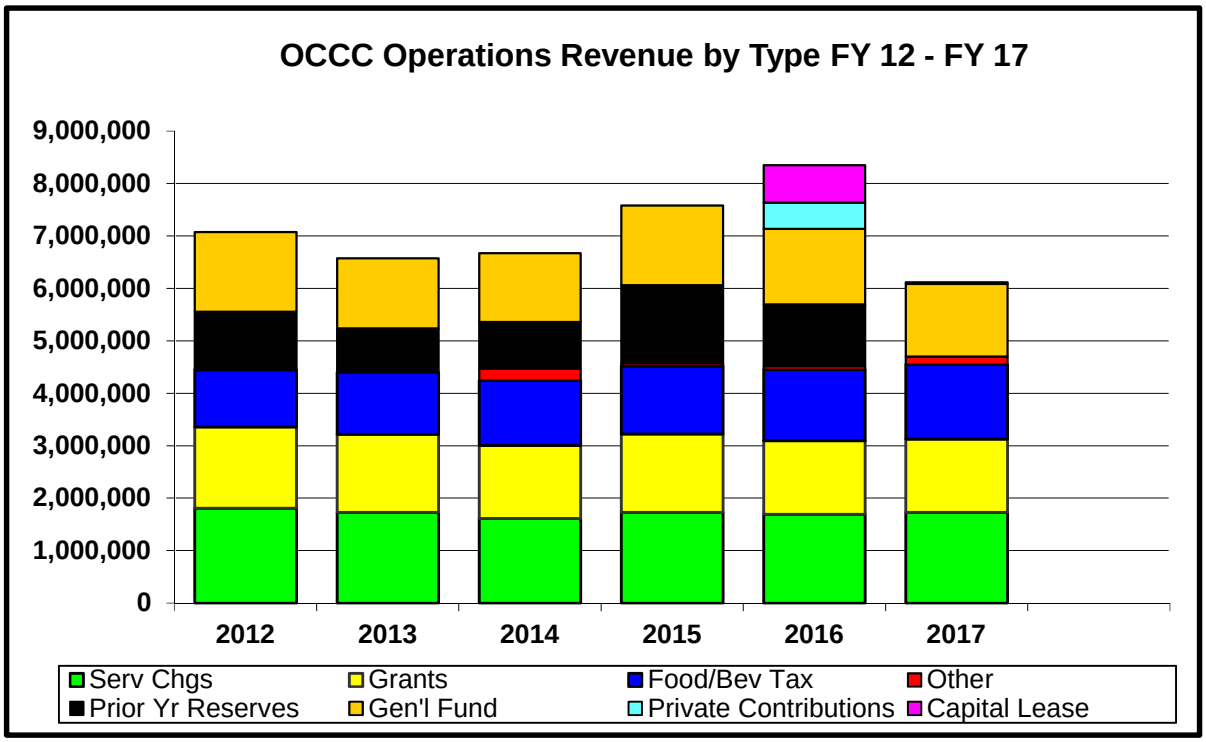
## Convention Center Fund Revenue FY 2019 Adopted




## Convention Center Fund Expenditures 2019 Adopted




Food & Beverage Tax FY 2012 - FY 2017
FY '17
1,422,769
FY '16
1,354,506
FY '15
1,290,324
FY '14
1,234,404
FY '13
1,185,496
FY '12
1,154,882
0
300,000
600,000
900,000
1,200,000
1,500,000


OCCC Operations Revenue by Type FY 12 - FY 17
9,000,000
8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
2012
2013
2014
2015
2016
2017
Serv Chgs
Grants
Food/Bev Tax
Other
Prior Yr Reserves
Gen'l Fund
Private Contributions
Capital Lease

# INTERNAL SERVICE FUNDS

**Internal Service Funds are used to account for the financing of goods or services provided by one department of a government to other departments on a cost-reimbursement basis. Services accounted for in Internal Service Funds are tangible, and it is possible to determine the extent to which they benefit individual departments of the government.**

**The following activities of the Town are reported in this section:**

## INFORMATION TECHNOLOGY

**This fund accounts for all costs related to computer operations and computer systems used by all the Town's departments that are billed to other departments. Applications residing on the I.B.M. AS/400 include Budgetary Accounting, Miscellaneous Accounts Receivable, Purchasing/Inventory, Utility, Fleet, Taxes, Business Licenses, Cash Receipts, Land Management, and Building and Zoning applications. The department supports over 500 users on mainframe, network servers and PC computers utilizing various software for databases, accounting, service calls, analysis, word processing, and customized operations. Other departmental responsibilities include providing network services to over 23 sites, supporting over 60 servers, providing network and internet security, and monitoring anti-virus software. They also support all phone operations and trouble-shooting, as well as all Public Safety Mobile Data Terminals, and the surveillance cameras located throughout town.**

## SERVICE CENTER FUND

**This fund encompasses Purchasing Administration, the Warehouse operation, the Vehicle/Equipment Maintenance Garage and Impound Lot. It employs 19 people and operates on a schedule of five days a week in the off-season and seven days a week Memorial Day through Sunfest. The department's goal is to provide all City departments with goods and services that meet their needs at the most economical total cost over the life of the product or service with regard to initial price, maintenance costs, and use.**

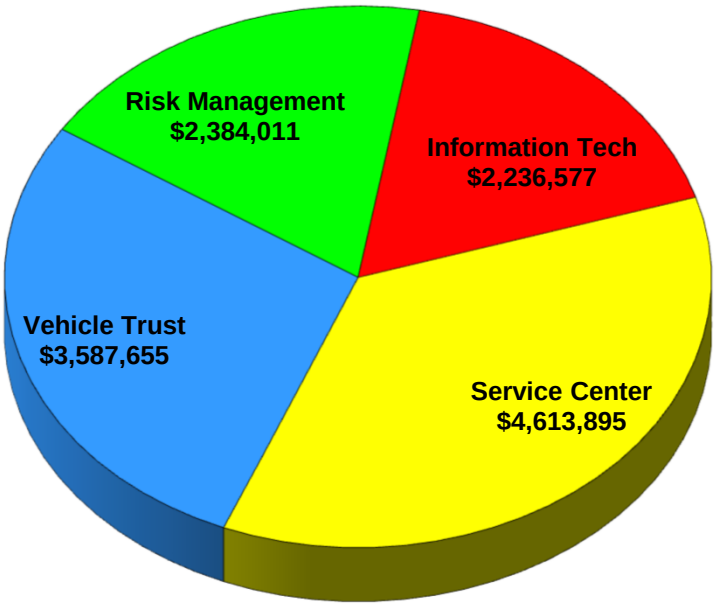
## VEHICLE AND EQUIPMENT TRUST FUND

**To account for costs of acquiring vehicles and equipment used by other city departments. The fund owns all rolling stock in the Town and receives its operating revenue from the various departments through vehicle and equipment lease charges.**

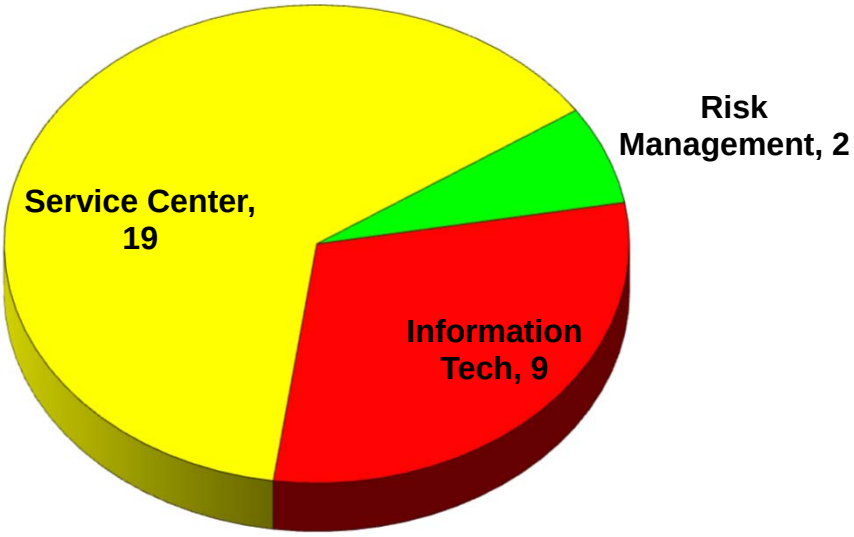
## RISK MANAGEMENT FUND

**The Risk Department is responsible for planning, directing, and coordinating the Town's program to control risks and losses. This involves continued emphasis on safety, identifying potential risk hazards, and taking corrective action.**

## FY 19 Internal Service Funds Expenses




## FY 19 Internal Service Fund Full-Time Personnel



# INFORMATION TECHNOLOGY

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

IT Fund balance in the amount of $50,000 will be utilized in FY 19 to cover the expenditure increase of $22,728. Charges to most funds were reduced for FY 19 as a result. Comcast Fiber connections for Fire station 4 and for the Convention Center and the Comcast circuit have been charged to the Equipment Trust Fund and paid for with funds collected from water tower antenna rental revenue dedicated to City-wide communications expenses. Maintenance costs for the CAD/RMS system cost $159,123 and are allocated directly to the departments that use this software.

PERSONNEL CHANGES:

Nine full-time positions are funded in this budget. One PC Specialist position was eliminated in FY 11. Funding for a step increase effective January 1, 2019 has been included. No part-time employees are utilized by this department. Benefit costs decrease for health insurance, retiree health and pension.

CHANGES IN OPERATIONS:

Software support, maintenance and software upgrades account for $611,750 of the IT budget. This accounts for more than half of the operating costs of the department. A large component of this line item is the software support for the CAD/RMS software. This maintenance agreement costs $159,123 annually. Maintenance and software support for all other software programs totals $452,627. Software support has increased $180,000 since FY 13. Expenses in Contracted Services include professional services, travel and training, dues and communications expenses. The Comcast service for the boardwalk surveillance project is budgeted at $52,800. Annual cleaning of all city surveillance cameras is included at $12,475. Training and Travel costs were budgeted at $20,010 for this division. Included items are: attendance at the H.T.E. National conference for two employees, $3,800; online training, H.T.E. web training and laserfiche training. Attendance at the VM World conference and the Ungerboeck conference has also been included. A service to provide off-site data recovery was added during the FY 17 budget and has been included at a cost of $42,100. Operational Supplies have been increased $51,520. Funded supplies include: replacement laptops and Toughbook computers, $32,800; continued replacement of surveillance cameras, $50,000; and Microsoft software assurance, $45,000. Fifteen replacement toughbooks were approved for the Police department at a cost of $55,500, and EMS equipment has been included at $23,984. Rugged laptop replacement has also been approved for the Emergency Management division. Intragovernmental allocations for General Overhead expense and vehicle lease increase for this division.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
INFORMATION TECHNOLOGY

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 661,429 | $ 701,526 | $ 720,118 | $ 720,118 |
| EMPLOYEE BENEFITS | 308,915 | 351,553 | 304,031 | 304,031 |
| | 970,344 | 1,053,079 | 1,024,149 | 1,024,149 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 159,869 | 181,632 | 164,893 | 164,893 |
| MAINTENANCE | 495,628 | 595,860 | 611,750 | 611,750 |
| SUPPLIES & MATERIALS | 323,554 | 307,790 | 359,310 | 359,310 |
| ENERGY | 4,903 | 6,333 | 6,023 | 6,023 |
| VEHICLE SUPPLIES & REPAIR | 3,820 | 5,256 | 6,068 | 6,068 |
| INTRAGOVERNMENTAL | 58,541 | 63,899 | 64,384 | 64,384 |
| | 1,046,315 | 1,160,770 | 1,212,428 | 1,212,428 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,016,659 | $ 2,213,849 | $ 2,236,577 | $ 2,236,577 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| GENERAL FUND | (1,590,615) | (1,664,142) | (1,652,014) | (1,652,014) |
| WATER FUND | (118,890) | (123,881) | (124,215) | (124,215) |
| WASTEWATER FUND | (136,972) | (143,080) | (140,310) | (140,310) |
| TRANSPORTATION FUND | (56,836) | (65,644) | (61,131) | (61,131) |
| AIRPORT FUND | (13,299) | (11,587) | (11,452) | (11,452) |
| GOLF COURSE FUND | (25,515) | (25,987) | (23,769) | (23,769) |
| CONVENTION CENTER FUND | (50,874) | (51,886) | (49,604) | (49,604) |
| SERVICE CENTER FUND | (93,475) | (98,682) | (95,326) | (95,326) |
| RISK MANAGEMENT FUND | (30,696) | (28,960) | (28,756) | (28,756) |
| PRIOR YEAR RESERVES | 0 | 0 | (50,000) | (50,000) |
| DISCOUNTS TAKEN | (3) | 0 | 0 | 0 |
| | (2,117,175) | (2,213,849) | (2,236,577) | (2,236,577) |
| REVENUES (OVER)/UNDER EXPENDITURES | $ (100,516) | $ 0 | $ 0 | $ 0 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## SERVICE CENTER FUND AND IMPOUND LOT

BUDGET HIGHLIGHTS:

REVENUE:

Fuel revenue is dependent on fuel cost, and the Energy Administration has projected that both gasoline and diesel fuel rates will decrease from the rates budgeted in FY 18. Although the number of gallons of each type of fuel is anticipated to remain essentially the same, overall fuel revenue decreases. Parts revenue has also been projected to decrease for FY 19. Labor rates for light equipment are set at $67 per hour and labor rates for heavy equipment are currently $86 per hour. It has not been necessary to increase labor rates for several years. Vehicle labor revenue has also been budgeted to decrease for FY 19.

PERSONNEL CHANGES:

Nineteen full-time employees are funded in the Service Center budget and there are two full-time positions in the Impound Lot. A step increase effective on January 1, 2019 has been included. Funding has been included for a seasonal vehicle technician. In the Impound Lot division, funding for seasonal staff increased, but the employee benefit costs decreased. Allocations for health insurance, retiree health, pension and unemployment decrease for this division. A tool allowance of $500 per mechanic has been included in the Service Center budget.

CHANGES IN OPERATIONS:

Contracted Services expenses are expected to increase. This category includes building and equipment maintenance, training and travel, printing costs and tipping fees, as well as other contracted services. Training includes attendance at the National Procurement Institute conference for one employee, online training for Purchasing staff, and automotive training for the mechanics. Building and equipment maintenance costs are projected to increase $8,258 to cover maintenance contracts and repairs for HVAC, overhead door, and generator systems. Supplies and Materials decrease $36,076. The FY 18 budget included the purchase of an electric forklift, and a wireless lift for the garage. An intelligent diagnostic center for the garage has been budgeted at $19,000 in FY 19. Purchases of fuel and inventory are the major expenses in this department. Vehicle fuel is purchased by this department and charged to all other City departments as it is consumed. This expense is reflected in the vehicle fuel line item in all City departments and is a notable cost for Transportation, Solid Waste and Police. Vehicle fuel costs are expected to increase, but to remain lower than the FY 18 estimated costs. The number of gallons purchased is expected to decrease by 4,700 gallons. The estimate for fuel purchases has been decreased $205,757 from FY 18. Estimates of inventory for parts and supplies has been budgeted to decrease $27,391 for FY 19. Energy costs for this department are anticipated to decrease. Intragovernmental allocations for vehicle lease and general overhead increase for this division, while the allocation for IT services decreases.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
SERVICE CENTER FUND AND IMPOUND LOT

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 1,123,914 | $ 1,139,469 | $ 1,140,275 | $ 1,140,275 |
| EMPLOYEE BENEFITS | 577,896 | 631,480 | 560,257 | 560,257 |
| | 1,701,810 | 1,770,949 | 1,700,532 | 1,700,532 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 123,761 | 71,157 | 82,277 | 82,277 |
| SUPPLIES & MATERIALS | 33,600 | 95,646 | 59,570 | 59,570 |
| PURCHASES FOR RESALE | 2,135,990 | 2,654,701 | 2,421,553 | 2,421,553 |
| ENERGY | 36,373 | 57,500 | 44,957 | 44,957 |
| VEHICLE SUPPLIES & REPAIR | 18,605 | 23,585 | 22,723 | 22,723 |
| INTRAGOVERNMENTAL | 258,313 | 266,384 | 282,283 | 282,283 |
| | 2,606,642 | 3,168,973 | 2,913,363 | 2,913,363 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 4,308,452 | $ 4,939,922 | $ 4,613,895 | $ 4,613,895 |
| LESS REVENUE GENERATED BY DIVISION | | | | |
| FUEL REVENUE | (1,177,671) | (1,930,729) | (1,681,590) | (1,681,590) |
| PARTS REVENUE | (1,546,285) | (1,480,772) | (1,427,482) | (1,427,482) |
| LABOR REVENUE | (1,567,538) | (1,525,421) | (1,500,823) | (1,500,823) |
| PRIOR YEAR RESERVES | 0 | 0 | 0 | 0 |
| DISCOUNTS TAKEN | (4,193) | (3,000) | (4,000) | (4,000) |
| | (4,295,687) | (4,939,922) | (4,613,895) | (4,613,895) |
| REVENUES (OVER)/UNDER EXPENDITURES | $ 12,765 | $ 0 | $ 0 | $ 0 |

| **IMPOUND LOT** | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS | 139,296 | 141,890 | 142,633 | 142,633 |
| OPERATING EXPENSES | 9,043 | 10,240 | 10,164 | 10,164 |
| TOTAL EXPENDITURES | 148,339 | 152,130 | 152,797 | 152,797 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## VEHICLE AND EQUIPMENT TRUST FUND

| REQUESTED VEHICLES | REPLACEMENT Yes/No | CITY MANAGER PROPOSED |
|---|---|---|
| EMS: | | |
| Ambulance | Y | 315,000 |
| GOLF COURSE: | | |
| Utility Vehicle | Y | 31,300 |
| Spray Vehicle | Y | 40,400 |
| Front Rotary Mower | Y | 24,250 |
| PARKS: | | |
| ¾ Ton 2 WD Pickup | Y | 28,000 |
| ¾ Ton 2 WD HD Pickup | Y | 28,000 |
| PLANNING & ZONING: | | |
| ½ Ton 2 WD Pickup | Y | 24,000 |
| POLICE: | | |
| Ford Interceptors (4) | Y | 113,000 |
| Chevy Tahoe 4 WD | Y | 36,000 |
| Chevy Tahoe PPV | Y | 32,000 |
| PUBLIC WORKS CONSTRUCTION: | | |
| Dump Truck | Y | 76,000 |
| One Ton Pickup | Y | 29,000 |
| ¾ Ton 2 WD HD Pickup | Y | 28,000 |
| Flatbed One Ton HD | Y | 45,000 |
| PUBLIC WORKS MAINTENANCE: | | |
| Forklift | Y | 35,000 |
| Street Broom | Y | 201,000 |
| Boardwalk Broom | Y | 70,000 |
| One Ton 4x4 Pickup with Utility Body | Y | 35,000 |
| SOLID WASTE: | | |
| Side Load Trash Truck | Y | 240,000 |
| Front End Trash Truck | Y | 240,000 |
| ½ Ton 4x4 Pickup | Y | 24,000 |
| 16’ Box Truck | Y | 65,000 |
| WATER: | | |
| Dump Truck | Y | 130,000 |
| WASTEWATER: | | |
| ½ Ton 4x4 Pickup | Y | 24,000 |
| | | $1,913,950 |

| | |
|---|---|
| Principal & Interest for Radio Equipment | 585,904 |
| Principal & Interest for Heavy Equipment | 228,763 |
| Contingency for Boardwalk Tram Purchase | 150,000 |

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
VEHICLE AND EQUIPMENT TRUST FUND

| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 0 | $ 0 | $ 0 | $ 0 |
| EMPLOYEE BENEFITS | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 100,355 | 128,795 | 103,918 | 103,918 |
| SUPPLIES & MATERIALS | 2,944 | 5,000 | 5,000 | 5,000 |
| ENERGY | 0 | 0 | 0 | 0 |
| VEHICLE SUPPLIES & REPAIR | 0 | 0 | 0 | 0 |
| INTRAGOVERNMENTAL | 482,226 | 533,646 | 600,120 | 600,120 |
| | 585,525 | 667,441 | 709,038 | 709,038 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 475,324 | 991,686 | 964,667 | 964,667 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 1,643,308 | 1,887,650 | 1,913,950 | 1,913,950 |
| | 2,118,632 | 2,879,336 | 2,878,617 | 2,878,617 |
| TOTAL EXPENDITURES | $ 2,704,157 | $ 3,546,777 | $ 3,587,655 | $ 3,587,655 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| SALE - CAPITAL ASSETS | (135,343) | (101,000) | (87,000) | (87,000) |
| SALES - MATERIALS & SERVICE | (502,904) | (447,096) | (418,779) | (418,779) |
| GENERAL FUND CONTRIBUTION | (1,669,827) | (1,914,794) | (2,014,008) | (2,014,008) |
| WATER FUND CONTRIBUTION | (68,783) | (88,461) | (94,262) | (94,262) |
| WASTEWATER CONTRIBUTION | (111,154) | (114,725) | (113,336) | (113,336) |
| TRANSPORTATION CONTRIBUTION | (131,009) | (342,277) | (297,238) | (297,238) |
| AIRPORT FUND CONTRIBUTION | (5,552) | (6,701) | (7,807) | (7,807) |
| GOLF COURSE CONTRIBUTION | (70,657) | (80,962) | (85,591) | (85,591) |
| TOURISM FUND CONTRIBUTION | (7,025) | (10,142) | (13,312) | (13,312) |
| IT FUND CONTRIBUTION | (2,753) | (2,988) | (3,204) | (3,204) |
| SERVICE CENTER CONTRIBUTION | (9,392) | (10,533) | (15,225) | (15,225) |
| RISK MGT CONTRIBUTION | (1,433) | (1,547) | (1,652) | (1,652) |
| PRIOR YEAR RESERVES | 0 | (425,551) | (271,043) | (271,043) |
| TRANSFER FROM GENERAL FUND | 0 | 0 | (165,198) | (165,198) |
| CAPITAL LEASE ISSUANCE | 0 | 0 | 0 | 0 |
| | (2,715,832) | (3,546,777) | (3,587,655) | (3,587,655) |
| REVENUES (OVER)/UNDER EXPENDITURES | $ (11,675) | $ 0 | $ 0 | $ 0 |

# TOWN OF OCEAN CITY
# FISCAL YEAR 2019 BUDGET
## RISK MANAGEMENT FUND

BUDGET HIGHLIGHTS:

REVENUE CHANGES:

Interest earnings are expected to decrease in FY 19. The expenses for this division are separated into four categories: General liability, Auto claims and insurance, Property and Worker's compensation. Expenses in these four categories are allocated to each department based on a formula determined by an actuarial study done every few years. Worker's compensation costs are the most expensive of these three categories, making up roughly 53% of the Risk Management budget. Projected expenses for auto claims have been increased $50,000 for FY 19, as the State of Maryland has increased the liability cap on auto claims.

PERSONNEL CHANGES:

Two full-time positions are funded in this division. A step increase effective January 1, 2019 has been included. Funding has been included for one part-time Office Associate position to work two days per week for June, July and August and several days per month for the remainder of the year. Estimated contributions for retiree health and pension decrease for this division.

CHANGES IN OPERATIONS:

Contracted Services include professional services and legal services. Legal fees have been budgeted at $90,000. An Actuarial study to assess ultimate losses and outstanding liability associated with the Town's self-insured worker's compensation, general liability and auto exposure is included at a cost of $15,000. It has been recommended by the Town's auditing firm that this study be conducted every few fiscal years. The last actuarial study was conducted in FY 16. This study determines the necessary reserves for each type of insurance claims and also determines the allocation of each type of insurance to each City department. The last actuarial study increased the amount of Risk fund balance restricted for claims and liability and for future claims by $736,366. Reserves necessary for worker's compensation claims increased from $2.2 million to $3.2 million, but the amount necessary for auto liability claims was reduced. Insurance coverage and payment of insurance claims are the largest expenses in this department. Overall insurance costs are expected to increase $15,000 in FY 19. The Maryland cap on General Liability and Auto claims was increased to $400,000 on October 1, 2015, increasing overall liability to the Town. The amount allocated for worker's compensation claims in FY 19 is $720,000, while the total allocation for worker's compensation is $1,160,410. Property insurance is estimated to remain at $290,000 for FY 19, while General Liability claims have been budgeted at $100,000. Automobile claims are budgeted at $200,000, an increase of $50,000 over FY 18. $1,854,950 has been budgeted to cover the cost of insurance policies and insurance claims for FY 19. The allocation for General Overhead expense decreases for this department.

TOWN OF OCEAN CITY
FISCAL YEAR 2019 BUDGET
RISK MANAGEMENT FUND

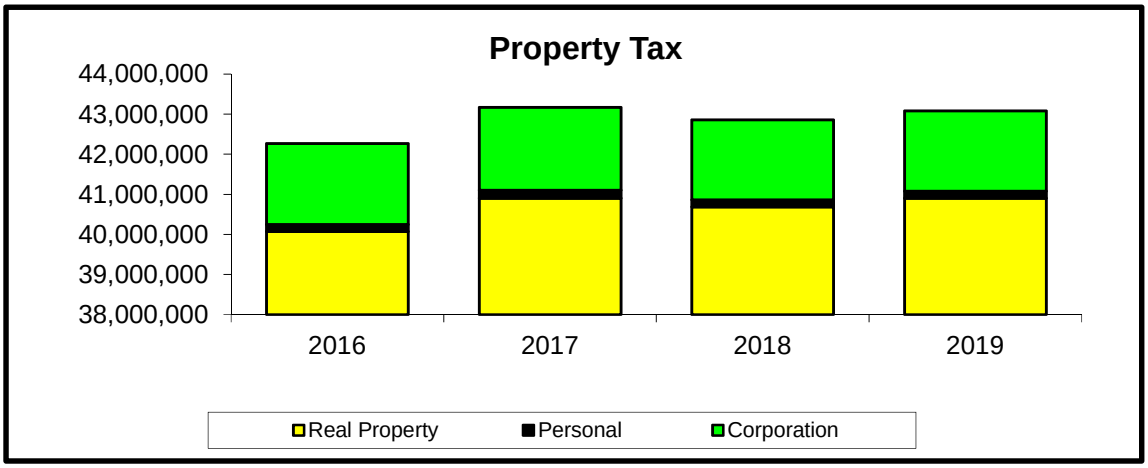
| EXPENDITURES | ACTUAL 2017 | ADOPTED 2018 | CITY MANAGER PROPOSED 2019 | COUNCIL ADOPTED 2019 |
|---|---|---|---|---|
| PERSONNEL COSTS: | | | | |
| SALARY AND WAGES | $ 188,692 | $ 186,989 | $ 189,744 | $ 189,744 |
| EMPLOYEE BENEFITS | 78,410 | 85,783 | 76,998 | 76,998 |
| | 267,102 | 272,772 | 266,742 | 266,742 |
| OPERATING EXPENSES: | | | | |
| CONTRACTED SERVICES | 120,369 | 145,804 | 148,894 | 148,894 |
| INSURANCE COSTS | 1,840,945 | 1,839,950 | 1,854,950 | 1,854,950 |
| SUPPLIES & MATERIALS | 16,906 | 2,835 | 2,835 | 2,835 |
| ENERGY | 0 | 0 | 0 | 0 |
| VEHICLE SUPPLIES & REPAIR | 775 | 1,688 | 1,670 | 1,670 |
| INTRAGOVERNMENTAL | 110,722 | 124,878 | 108,920 | 108,920 |
| | 2,089,717 | 2,115,155 | 2,117,269 | 2,117,269 |
| OTHER FINANCIAL USES: | | | | |
| DEBT SERVICE | 0 | 0 | 0 | 0 |
| TRANSFER OUT | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | $ 2,356,819 | $ 2,387,927 | $ 2,384,011 | $ 2,384,011 |
| LESS REVENUE GENERATED BY DEPARTMENT | | | | |
| INTEREST EARNED | 1,426 | (44,991) | (16,274) | (16,274) |
| GENERAL FUND | (1,522,132) | (1,312,189) | (1,285,404) | (1,285,404) |
| WATER FUND | (92,272) | (92,482) | (95,863) | (95,863) |
| WASTEWATER FUND | (123,427) | (123,069) | (121,100) | (121,100) |
| TRANSPORTATION FUND | (88,850) | (90,404) | (87,224) | (87,224) |
| AIRPORT FUND | (13,538) | (13,604) | (13,406) | (13,406) |
| GOLF COURSE FUND | (23,098) | (23,914) | (22,367) | (22,367) |
| CONVENTION CENTER FUND | (164,967) | (167,024) | (164,306) | (164,306) |
| SERVICE CENTER FUND | (23,684) | (23,793) | (23,467) | (23,467) |
| MIS FUND | (9,008) | (9,062) | (8,927) | (8,927) |
| VEHICLE TRUST FUND | (426,982) | (487,395) | (545,673) | (545,673) |
| INSURANCE CLAIMS | (18,344) | 0 | 0 | 0 |
| PRIOR YEAR RESERVES | 0 | 0 | 0 | 0 |
| | (2,504,876) | (2,387,927) | (2,384,011) | (2,384,011) |
| REVENUES (OVER)/UNDER EXPENDITURES | $ (148,057) | $ 0 | $ 0 | $ 0 |

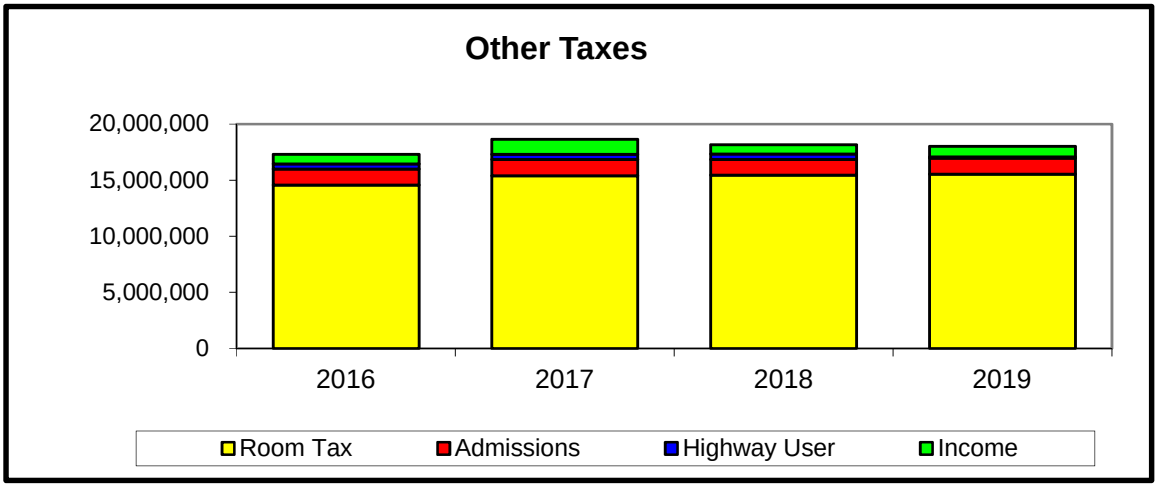
# SUPPLEMENTARY INFORMATION

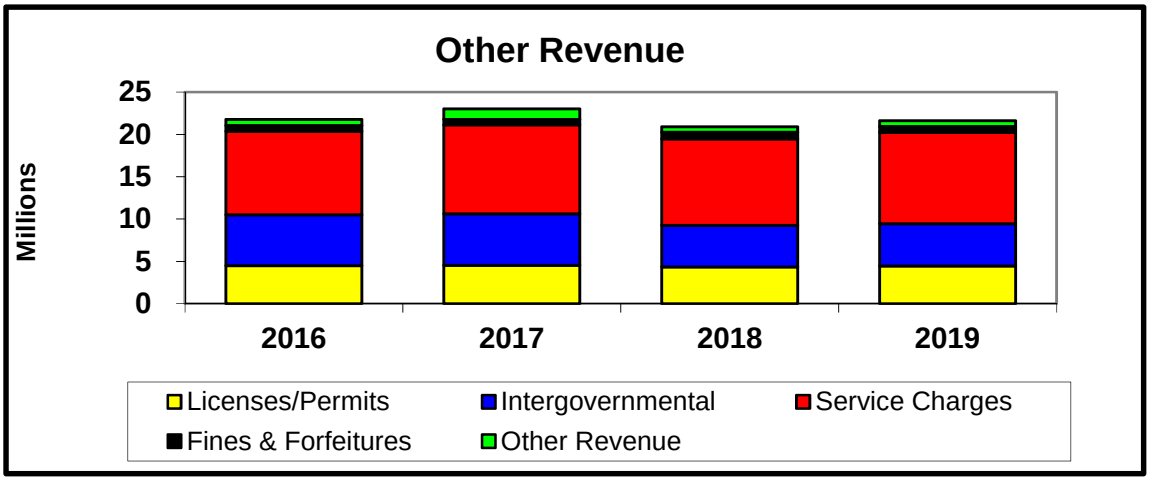
TOWN OF OCEAN CITY
FULL TIME PERSONNEL, ALLOCATIONS
1987, 1997, 1999, 2009, 2013, 2016, 2017, 2018 AND BUDGET 2019

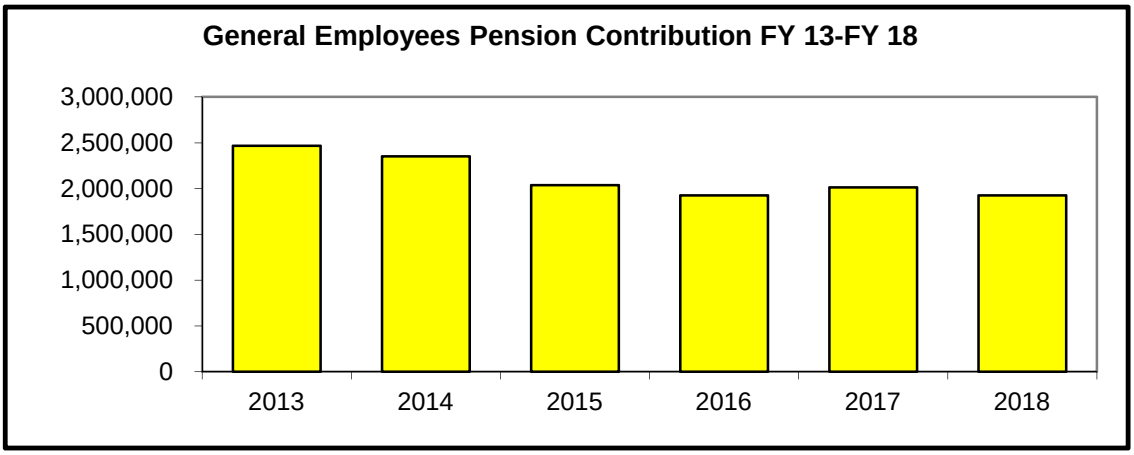
| | FY-87 | FY-97 | FY-99 | FY-09 | FY -13 | FY -16 | FY-17 | FY-18 | FY-19 | Variance | **Variance Since FY 09** |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GENERAL GOVERNMENT | | | | | | | | | | | |
| Mayor and Council | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| Clerk | 2 | 3 | 3 | 4 | 4 | 4 | 4 | 4 | 4 | 0 | 0 |
| City Manager | 3 | 3 | 4 | 6 | 7 | 7 | 7 | 7 | 7 | 0 | 1 |
| Finance | 18 | 16 | 17 | 16 | 15 | 14 | 14 | 14 | 14 | 0 | -2 |
| Human Resources | 3 | 3 | 4 | 4 | 4 | 5 | 5 | 5 | 5 | 0 | 1 |
| | 27 | 26 | 29 | 31 | 31 | 31 | 31 | 31 | 31 | 0 | 0 |
| PLANNING AND BUILDING | | | | | | | | | | | |
| Planning Administration | 11 | 4 | 4 | 8 | 5 | 5 | 5 | 5 | 5 | 0 | -3 |
| Building Inspection | 9 | 5 | 6 | 7 | 7 | 6 | 6 | 7 | 7 | 0 | 0 |
| | 20 | 9 | 10 | 15 | 12 | 11 | 11 | 12 | 12 | 0 | -3 |
| PUBLIC SAFETY | | | | | | | | | | | |
| Police - Administration | 34 | 21 | 24 | 14 | 14 | 12 | 12 | 12 | 12 | 0 | -2 |
| Police - Services | | 15 | 17 | 26 | 25 | 21 | 21 | 21 | 21 | 0 | -5 |
| Police - CID | 10 | 12 | 13 | 22 | 20 | 25 | 25 | 25 | 24 | -1 | 2 |
| Police - Patrol | 54 | 60 | 58 | 71 | 71 | 72 | 72 | 73 | 74 | 1 | 3 |
| Animal Control | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 0 | 0 |
| Communications | 1 | 14 | 14 | 22 | 21 | 22 | 22 | 22 | 22 | 0 | 0 |
| Fire | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 0 | 0 |
| Emergency Medical | 27 | 26 | 26 | 42 | 37 | 43 | 43 | 44 | 44 | 0 | 2 |
| Fire Marshal | 5 | 5 | 5 | 9 | 7 | 7 | 7 | 7 | 7 | 0 | -2 |
| | 136 | 158 | 162 | 211 | 200 | 207 | 207 | 209 | 209 | 0 | -2 |
| PUBLIC WORKS | | | | | | | | | | | |
| Engineering | 11 | 5 | 5 | 8 | 6 | 6 | 6 | 6 | 6 | 0 | -2 |
| PW - Administration | 3 | 3 | 3 | 4 | 4 | 5 | 5 | 6 | 6 | 0 | 2 |
| PW - Bldg & Grounds | 6 | 8 | 10 | 11 | 9 | 10 | 10 | 10 | 10 | 0 | -1 |
| PW - Streets | 23 | 21 | 16 | 25 | 13 | 13 | 13 | 12 | 13 | 1 | -12 |
| PW - Storm Drains | 7 | 7 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PW - Street Maintenance | | | 13 | 15 | 15 | 16 | 16 | 16 | 16 | 0 | 1 |
| PW - Beach | 5 | 7 | 4 | 5 | 5 | 5 | 5 | 5 | 5 | 0 | 0 |
| PW - Boardwalk | 6 | 6 | 4 | 5 | 5 | 5 | 5 | 5 | 5 | 0 | 0 |
| PW - Janitorial | 2 | 5 | 6 | 9 | 6 | 6 | 6 | 6 | 6 | 0 | -3 |
| PW - Parking | 1 | 1 | 1 | 4 | 2 | 2 | 2 | 2 | 2 | 0 | -2 |
| Impound Lot | 5 | 4 | 4 | 5 | 2 | 2 | 2 | 2 | 2 | 0 | -3 |
| | 69 | 67 | 74 | 91 | 67 | 70 | 70 | 70 | 71 | 1 | -20 |
| SOLID WASTE | | | | | | | | | | | |
| Solid Waste - Operations | 49 | 32 | 31 | 19 | 18 | 16 | 16 | 16 | 16 | 0 | -3 |
| Solid Waste - Transfer Station | | 7 | 7 | 9 | 5 | 5 | 5 | 5 | 5 | 0 | -4 |
| Solid Waste - Recycling | | 7 | 8 | 16 | 0 | 0 | 0 | 0 | 0 | 0 | -16 |
| | 49 | 46 | 46 | 44 | 23 | 21 | 21 | 21 | 21 | 0 | -23 |
| RECREATION AND PARKS | | | | | | | | | | | |
| Administration | 4 | 7 | 7 | 6 | 5 | 4 | 4 | 4 | 4 | 0 | -2 |
| Recreation Programs | 4 | 5 | 6 | 7 | 7 | 7 | 7 | 7 | 7 | 0 | 0 |
| Beach Patrol | | | | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| Park Maintenance | 11 | 12 | 13 | 22 | 17 | 17 | 17 | 18 | 18 | 0 | -4 |
| Special Events | | 2 | 2 | 6 | 4 | 5 | 5 | 5 | 5 | 0 | -1 |
| | 19 | 26 | 28 | 42 | 34 | 34 | 34 | 35 | 35 | 0 | -7 |

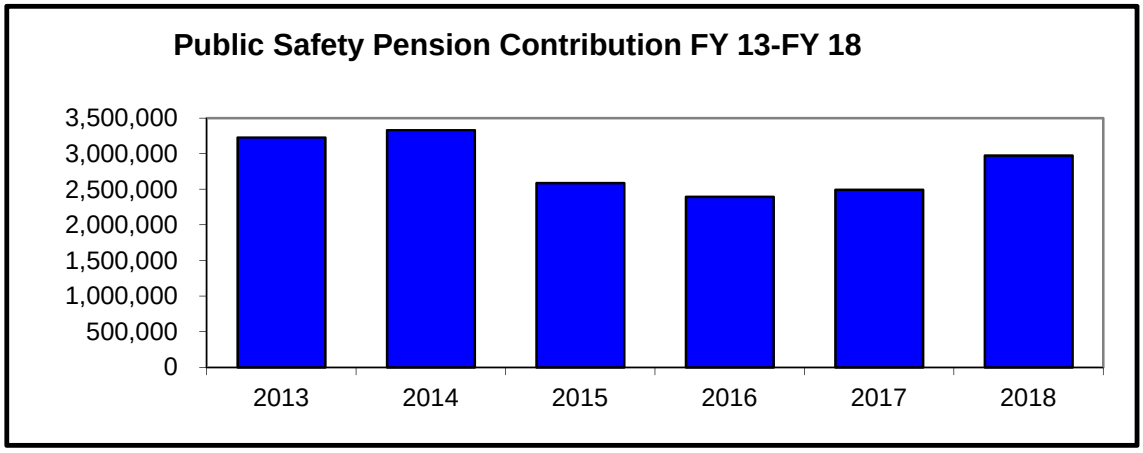
| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| TOURISM | | | | | | | | | | | |
| Tourism Promotions | | 1 | 2 | 5 | 2 | 2 | 2 | 2 | 2 | 0 | -3 |
| Public Relations | 3 | 6 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | -1 |
| Museum | 2 | 2 | 6 | 3 | 2 | 2 | 2 | 2 | 2 | 0 | -1 |
| | 5 | 9 | 14 | 9 | 4 | 4 | 4 | 4 | 4 | 0 | -5 |
| WATER | | | | | | | | | | | |
| Water Administration | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 0 | -1 |
| Distribution System | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 0 | 0 |
| Plants | 10 | 10 | 10 | 11 | 10 | 10 | 10 | 10 | 10 | 0 | -1 |
| Meter Reading/Install | 5 | 5 | 5 | 4 | 3 | 3 | 3 | 3 | 3 | 0 | -1 |
| | 24 | 24 | 24 | 24 | 21 | 21 | 21 | 21 | 21 | 0 | -3 |
| WASTEWATER | | | | | | | | | | | |
| Administration | | 4 | 4 | 5 | 4 | 4 | 4 | 4 | 4 | 0 | -1 |
| Treatment Plant | | 32 | 32 | 32 | 31 | 31 | 31 | 31 | 30 | -1 | -2 |
| Collection System | | 8 | 8 | 9 | 8 | 8 | 8 | 8 | 9 | 1 | 0 |
| Farm | | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Lab | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 0 | 0 |
| | | 50 | 50 | 49 | 46 | 46 | 46 | 46 | 46 | 0 | -3 |
| TRANSPORTATION | | | | | | | | | | | |
| Adminstration | 3 | 3 | 4 | 5 | 4 | 4 | 3 | 3 | 3 | 0 | -2 |
| Buses | 9 | 12 | 9 | 12 | 9 | 9 | 10 | 10 | 10 | 0 | -2 |
| | 12 | 15 | 13 | 17 | 13 | 13 | 13 | 13 | 13 | 0 | -4 |
| AIRPORT OPERATIONS | 3 | 3 | 3 | 4 | 3 | 3 | 3 | 3 | 3 | 0 | -1 |
| GOLF COURSE | | | | | | | | | | | |
| Operations | | 3 | 5 | 3 | 3 | 3 | 3 | 3 | 3 | 0 | 0 |
| Maintenance | | 8 | 9 | 6 | 5 | 5 | 5 | 5 | 5 | 0 | -1 |
| | | 11 | 14 | 9 | 8 | 8 | 8 | 8 | 8 | 0 | -1 |
| CONVENTION CENTER | | | | | | | | | | | |
| Administration | 5 | 5 | 5 | 7 | 5 | 5 | 5 | 5 | 5 | 0 | -2 |
| Convention Sales | | 3 | 4 | 3 | 3 | 3 | 3 | 3 | 2 | -1 | -1 |
| Maintenance | 12 | 11 | 25 | 30 | 24 | 26 | 26 | 26 | 27 | 1 | -3 |
| | 17 | 19 | 34 | 40 | 32 | 34 | 34 | 34 | 34 | 0 | -6 |
| INFORMATION TECH | 2 | 4 | 5 | 11 | 9 | 9 | 9 | 9 | 9 | 0 | -2 |
| SERVICE CENTER | | | | | | | | | | | |
| Administration | 3 | 3 | 4 | 2 | 3 | 3 | 3 | 3 | 3 | 0 | 1 |
| Central Purchasing | 6 | 5 | 4 | 5 | 4 | 4 | 4 | 4 | 4 | 0 | -1 |
| Garage | 14 | 16 | 15 | 15 | 12 | 12 | 12 | 12 | 12 | 0 | -3 |
| | 23 | 24 | 23 | 22 | 19 | 19 | 19 | 19 | 19 | 0 | -3 |
| RISK MANAGEMENT | | 2 | 2 | 3 | 2 | 2 | 2 | 2 | 2 | 0 | -1 |
| | 406 | 493 | 531 | 622 | 524 | 533 | 533 | 537 | 538 | 1 | -84 |

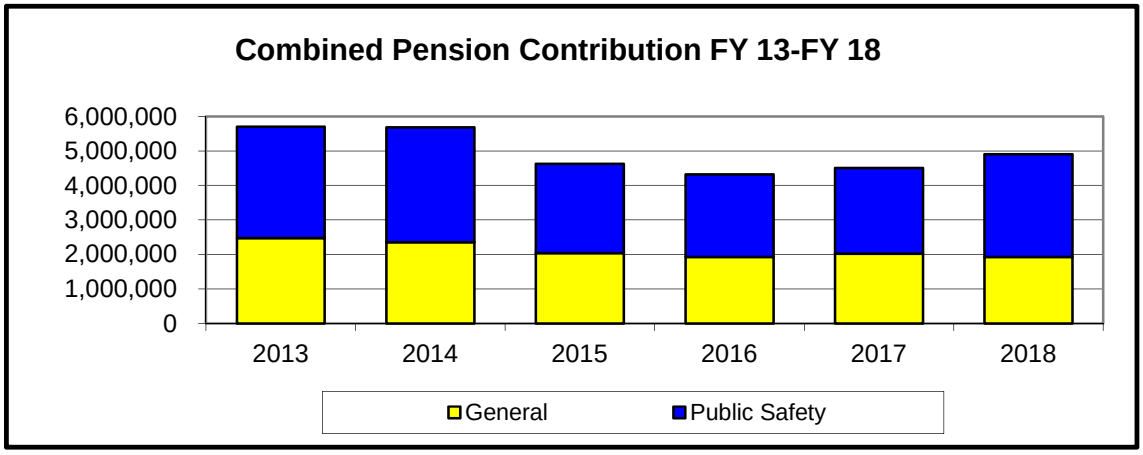

Property Tax
44,000,000
43,000,000
42,000,000
41,000,000
40,000,000
39,000,000
38,000,000
2016
2017
2018
2019
Real Property
Personal
Corporation


Other Taxes
20,000,000
15,000,000
10,000,000
5,000,000
0
2016
2017
2018
2019
Room Tax
Admissions
Highway User
Income


Other Revenue
Millions
25
20
15
10
5
0
2016
2017
2018
2019
Licenses/Permits
Intergovernmental
Service Charges
Fines & Forfeitures
Other Revenue


General Employees Pension Contribution FY 13-FY 18
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
0
2013
2014
2015
2016
2017
2018


Public Safety Pension Contribution FY 13-FY 18
3,500,000
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
0
2013
2014
2015
2016
2017
2018


Combined Pension Contribution FY 13-FY 18
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
2013
2014
2015
2016
2017
2018
General
Public Safety

# BUDGET ORDINANCE

ORDINANCE 2018- 05

TOWN OF OCEAN CITY
OPERATING BUDGET
FISCAL YEAR 2019

| SOURCE | | 1ST READING FY-2019 | | 2ND READING FY 2019 |
|---|---|---|---|---|
| Section I, General Fund: | | | | |
| A. Anticipated Revenue: | | | | |
| Property Taxes | $ | 43,128,394 | $ | 43,128,394 |
| Other Taxes | | 18,703,377 | | 18,703,377 |
| Licenses and Permits | | 4,460,782 | | 4,460,782 |
| Revenue From Other Agencies | | 4,980,830 | | 4,980,830 |
| Charges For Services | | 10,793,190 | | 10,793,190 |
| Fines and Forfeitures | | 705,450 | | 705,450 |
| Other Revenue | | 682,978 | | 682,978 |
| Prior Year Reserves | | 1,610,184 | | 1,610,184 |
| Total Revenue | $ | 85,065,185 | $ | 85,065,185 |
| B. Anticipated Expenditures: | | | | |
| General Government | $ | 4,102,219 | $ | 4,102,219 |
| Public Safety | | 35,943,725 | | 35,943,725 |
| Public Works/Beach Maintenance | | 5,550,645 | | 5,550,645 |
| Sanitation and Waste Removal | | 6,127,597 | | 6,127,597 |
| Highways and Streets | | 5,762,741 | | 5,762,741 |
| Economic Development -Tourism | | 8,052,547 | | 8,052,547 |
| Culture and Recreation | | 8,032,410 | | 8,032,410 |
| Debt Service | | 5,010,273 | | 5,010,273 |
| Sub Total | $ | 78,582,157 | $ | 78,582,157 |
| To Transportation Fund | | 1,393,979 | | 1,393,979 |
| To Airport Fund | | 635,486 | | 635,486 |
| To Convention Center Fund | | 1,488,365 | | 1,488,365 |
| To Vehicle Trust Fund | | 165,198 | | 165,198 |
| To Capital Projects | | 2,800,000 | | 2,800,000 |
| Total Expenditures | $ | 85,065,185 | $ | 85,065,185 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|

Section II, Water Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Water Sales | $ 4,016,712 | $ 4,016,712 |
| Water Fixture Charge | 2,138,905 | 2,138,905 |
| Service Charges | 211,702 | 211,702 |
| Capacity/Impact Fees | 98,280 | 98,280 |
| Prior Year Reserves | 0 | 0 |
| Total Revenue | $ 6,465,599 | $ 6,465,599 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Personal Services | $ 2,173,944 | $ 2,173,944 |
| Non-Personal Services | 2,812,651 | 2,812,651 |
| Debt Service | 840,419 | 840,419 |
| Transfer to Reserves | 38,585 | 38,585 |
| Capital Outlay | 600,000 | 600,000 |
| Total Expenditures | $ 6,465,599 | $ 6,465,599 |

Section III, Transportation Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Bus Revenue | $ 3,159,268 | $ 3,159,268 |
| Train Revenue | 1,361,500 | 1,361,500 |
| Federal and State Grants | 1,445,782 | 1,445,782 |
| Transfer-In From General Fund | 1,393,979 | 1,393,979 |
| Prior Year Reserves | 0 | 0 |
| Total Revenue | $ 7,360,529 | $ 7,360,529 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Personal Services | $ 3,943,176 | $ 3,943,176 |
| Non-Personal Services | 3,417,353 | 3,417,353 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 7,360,529 | $ 7,360,529 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|
| Section IV, Wastewater Fund: | | |
| A. Anticipated Revenue: | | |
| Wastewater Treatment Charges | $ 12,686,776 | $ 12,686,776 |
| Service Charges | 1,126,043 | 1,126,043 |
| Capacity/Impact Fees | 171,600 | 171,600 |
| Build America Bond Subsidy | 112,288 | 112,288 |
| Prior Year Reserves | 0 | 0 |
| Total Revenue | $ 14,096,707 | $ 14,096,707 |
| B. Anticipated Expenditures: | | |
| Personal Services | $ 4,082,056 | $ 4,082,056 |
| Non-Personal Services | 4,324,441 | 4,324,441 |
| Debt Service | 3,826,360 | 3,826,360 |
| Capital Outlay | 1,863,850 | 1,863,850 |
| Total Expenditures | $ 14,096,707 | $ 14,096,707 |
| Section V, Airport Fund: | | |
| A. Anticipated Revenue: | | |
| Fuel Sales | $ 541,412 | $ 541,412 |
| Rents and Other Revenue | 363,499 | 363,499 |
| Federal and State Grants | 1,880,000 | 1,880,000 |
| Service Charges | 117,000 | 117,000 |
| Transfer-In From General Fund | 635,486 | 635,486 |
| Total Revenue | $ 3,537,397 | $ 3,537,397 |
| B. Anticipated Expenditures: | | |
| Personal Services | $ 337,229 | $ 337,229 |
| Non-Personal Services | 755,556 | 755,556 |
| Debt Service | 143,001 | 143,001 |
| Capital Outlay | 2,301,611 | 2,301,611 |
| Total Expenditures | $ 3,537,397 | $ 3,537,397 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|
| Section VI, Municipal Golf Course Fund: | | |
| A. Anticipated Revenue: | | |
| Service Charges | $ 1,696,298 | $ 1,696,298 |
| Sales and Concessions | 427,881 | 427,881 |
| Other Revenue | 49,000 | 49,000 |
| Prior Year Reserves | 6,411 | 6,411 |
| Total Revenue | $ 2,179,590 | $ 2,179,590 |
| B. Anticipated Expenditures: | | |
| Personal Services | $ 1,105,778 | $ 1,105,778 |
| Non-Personal Services | 1,073,812 | 1,073,812 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 2,179,590 | $ 2,179,590 |
| Section VII, Convention Center Fund: | | |
| A. Anticipated Revenue: | | |
| Service Charges | $ 1,924,788 | $ 1,924,788 |
| State and County Grants | 1,538,364 | 1,538,364 |
| Food & Beverage Tax | 1,425,000 | 1,425,000 |
| Prior Year Reserves | 63,424 | 63,424 |
| Transfer-In From General Fund | 1,488,365 | 1,488,365 |
| Total Revenue | $ 6,439,941 | $ 6,439,941 |
| B. Anticipated Expenditures: | | |
| Personal Services | $ 3,007,656 | $ 3,007,656 |
| Non-Personal Services | 1,662,683 | 1,662,683 |
| Debt Service | 1,569,602 | 1,569,602 |
| Transfer to Reserves | 200,000 | 200,000 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 6,439,941 | $ 6,439,941 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|

Section VIII, Information Technology Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Service Charges To Other Funds | $ 2,186,577 | $ 2,186,577 |
| Prior Year Reserves | 50,000 | 50,000 |
| Total Revenue | $ 2,236,577 | $ 2,236,577 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Personal Services | $ 1,024,149 | $ 1,024,149 |
| Non-Personal Services | 1,212,428 | 1,212,428 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 2,236,577 | $ 2,236,577 |

Section IX, Service Center Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Service Charges To Other Funds | $ 4,613,895 | $ 4,613,895 |
| Prior Year Reserves | 0 | 0 |
| Total Revenue | $ 4,613,895 | $ 4,613,895 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Personal Services | $ 1,700,532 | $ 1,700,532 |
| Non-Personal Services | 2,913,363 | 2,913,363 |
| Debt Service | 0 | 0 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 4,613,895 | $ 4,613,895 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|

Section X, Vehicle & Equipment Trust Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Service Charges To Other Funds | $ 2,645,635 | $ 2,645,635 |
| Sales - Materials & Service | 418,779 | 418,779 |
| Sale of Assets | 87,000 | 87,000 |
| Transfer From General Fund | 165,198 | 165,198 |
| Prior Year Reserves | 271,043 | 271,043 |
| Total Revenue | $ 3,587,655 | $ 3,587,655 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Non-Personal Services | $ 709,038 | $ 709,038 |
| Debt Service | 964,667 | 964,667 |
| Transfers Out | 0 | 0 |
| Capital Outlay | 1,913,950 | 1,913,950 |
| Total Expenditures | $ 3,587,655 | $ 3,587,655 |

Section XI, Risk Management Fund:

A. Anticipated Revenue:

| | | |
|---|---|---|
| Service Charges To Other Funds | $ 2,367,737 | $ 2,367,737 |
| Interest Earned | 16,274 | 16,274 |
| Prior Year Reserves | 0 | 0 |
| Total Revenue | $ 2,384,011 | $ 2,384,011 |

B. Anticipated Expenditures:

| | | |
|---|---|---|
| Personal Services | $ 266,742 | $ 266,742 |
| Non-Personal Services/Claims | 2,117,269 | 2,117,269 |
| Capital Outlay | 0 | 0 |
| Total Expenditures | $ 2,384,011 | $ 2,384,011 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|
| Section XII, Pension Trust Funds: | | |
| A. Anticipated Revenue: | | |
| Employer Contributions | $ 5,286,172 | $ 5,286,172 |
| Employee Contributions | 1,565,000 | 1,565,000 |
| Investment Earnings | 4,485,000 | 4,485,000 |
| Total Revenue | $ 11,336,172 | $ 11,336,172 |
| B. Anticipated Expenditures: | | |
| Benefit Payments | $ 7,025,000 | $ 7,025,000 |
| Non-Personal Services | 830,000 | 830,000 |
| Reserve for Employee's Retirement | 3,481,172 | 3,481,172 |
| Total Expenditures | $ 11,336,172 | $ 11,336,172 |
| Section XIII, OPEB Trust Funds: | | |
| A. Anticipated Revenue: | | |
| Employer Contributions | $ 2,177,000 | $ 2,177,000 |
| Employee Contributions | 365,000 | 365,000 |
| Investment Earnings | 595,000 | 595,000 |
| Total Revenue | $ 3,137,000 | $ 3,137,000 |
| B. Anticipated Expenditures: | | |
| Benefit Payments | $ 1,600,000 | $ 1,600,000 |
| Non-Personal Services | 185,000 | 185,000 |
| Reserve for Retiree Health | 1,352,000 | 1,352,000 |
| Total Expenditures | $ 3,137,000 | $ 3,137,000 |

| SOURCE | 1ST READING FY-2019 | 2ND READING FY 2019 |
|---|---|---|
| Section XIV, General Capital Projects Fund: | | |
| A. Anticipated Revenue: | | |
| General Fund Contribution | 2,800,000 | 2,800,000 |
| Inlet Lot Parking Revenue | 260,000 | 260,000 |
| Total Revenue | $ 3,060,000 | $ 3,060,000 |
| B. Anticipated Expenditures: | | |
| Street Paving | 2,200,000 | 2,200,000 |
| Canal Dredging | 300,000 | 300,000 |
| Boardwalk Access Controls | 300,000 | 300,000 |
| Reserve for Future Capital Projects | 260,000 | 260,000 |
| Total Expenditures | $ 3,060,000 | $ 3,060,000 |

Section XIV, All Funds Expenditure Summary:

| | | |
|---|---|---|
| General Fund | $ 85,065,185 | $ 85,065,185 |
| Water Fund | 6,465,599 | 6,465,599 |
| Transportation Fund | 7,360,529 | 7,360,529 |
| Wastewater Fund | 14,096,707 | 14,096,707 |
| Airport Fund | 3,537,397 | 3,537,397 |
| Municipal Golf Course Fund | 2,179,590 | 2,179,590 |
| Convention Center Fund | 6,439,941 | 6,439,941 |
| Information Technology Fund | 2,236,577 | 2,236,577 |
| Service Center Fund | 4,613,895 | 4,613,895 |
| Vehicle & Equipment Trust Fund | 3,587,655 | 3,587,655 |
| Risk Management Fund | 2,384,011 | 2,384,011 |
| Pension Trust Funds | 11,336,172 | 11,336,172 |
| OPEB Trust Fund | 3,137,000 | 3,137,000 |
| Sub Total | $ 152,440,258 | $ 152,440,258 |
| LESS: Interfund Transfers | (25,594,846) | (25,594,846) |
| Total Expenditures | $ 126,845,412 | $ 126,845,412 |
| Capital Projects Fund - General | 3,060,000 | 3,060,000 |
| Grand Total | $ 129,905,412 | $ 129,905,412 |

Section XV, Special Authorization - Budget Manager:

The Budget Manager shall be authorized to reallocate departmental appropriations among the various objects of expenditures as she deems necessary. Such changes shall be approved by the Finance Administrator & City Manager.

Section XVI, Restrictions - City Manager:

A. The utilization of any contingency appropriation shall be accomplished only with prior authorization from the Mayor and Council.

B. Utilization of appropriations established in the Capital Improvement Fund may be accomplished only with the express approval of the Mayor and Council.

Section XVII, Tax Rate:

An Ad Valorem Tax Rate of $0.4656 per $100 of assessed valuation of real property and a rate of $1.29 per $100 of assessed valuation of corporate and personal property tax is required to fund this budget.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on May 7, 2018.

ADOPTED AND PASSED, as amended, by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on May 21, 2018.

RICHARD W. MEEHAN, MAYOR

LLOYD MARTIN, PRESIDENT

DIANA CHAVIS, CITY CLERK

MARY P. KNIGHT, SECRETARY

ADOPTED:

Date May 21, 2018

MOTION TO ADOPT BY: Council Secretary Mary Knight

MOTION SECONDED BY: Council Member Wayne Hartman

VOTE: FOR: 7 AGAINST: Ø