

2019 Town Council's Estimated Revenues

Town of Durham

		1	2	3	4	5	6	7
		2016	2017	2018	2018	2019	2019	2019
		Received	Received	Estimated	Received	Proposed	Proposed	Estimated
		As of Year End	As of Year End	As of December	Thru 12/01/18 As of December	Business Mgr	Administrator	Town Council
Parking Special Revenue Fund								
05-3705-000-55-000	Permits - Parking	30,222.50	29,985.00	45,000.00	32,319.00	45,000.00	45,000.00	45,000.00
05-3705-000-56-000	Meters - Parking	248,014.42	253,433.26	285,000.00	289,032.19	270,000.00	270,000.00	310,000.00
05-3705-000-57-000	Fines - Parking	101,398.00	108,305.50	100,000.00	102,891.00	110,000.00	110,000.00	118,000.00
05-3705-000-80-000	Misc Revenue - Parking	325.00	275.00	150.00	100.00	100.00	100.00	100.00
Grand Total:		379,959.92	391,998.76	430,150.00	424,342.19	425,100.00	425,100.00	473,100.00

2019 Town Council Approved Budget

Town of Durham

		1 2016 Expended As of Year End	2 2017 Expended As of Year End	3 2018 Approved As of December	4 2018 Expended Thru 12/01/18 As of December	5 2019 Proposed Dept. Head	6 2019 Proposed Administrator	7 2019 Approved Town Council
Parking Special Revenue Fund								
05-4000-566-01-010	F-T Wages - Parking	28,278.52	32,076.52	37,100.00	35,005.48	37,800.00	37,800.00	37,800.00
Narrative for Column # 5 90% of a full-time position to oversee all facets of kiosk maintenance and parking functions. The remaining 10% is allocated in the Police operating budget for evidence management.								
05-4000-566-01-020	P-T Wages - Parking	30,268.00	31,697.04	38,700.00	31,317.41	41,000.00	41,000.00	41,000.00
Narrative for Column # 5 The full-time position overseeing all facets of Kiosk maintenance requires assistance during the UNH academic year in monitoring compliance at the various locations throughout the community. We have experienced difficulty obtaining a single person for this task so we are projecting the hiring of two (2) persons, each working 20 hours a week retained to work the 37 weeks of the UNH academic year to assist in parking enforcement. Unknown - 2 persons each at \$14.00 X 20 hours x 36 weeks (\$20,160.00) The strategy of retaining a part-time clerk has ensured that there is significant focus placed on the ticket data input, billing, collection and statistical analysis of all parking funds. This position provides 25 hours per week to focus on administrative tasks associated with parking. Donna Glodziak - \$16.00 X 25 hours X 52 weeks (\$20,800.00)								
05-4000-566-01-030	O-T Wages - Parking	62.37	56.82	200.00	2,549.74	200.00	200.00	200.00
Narrative for Column # 5 Although overtime for the Parking Enforcement Officer is unusual, last year due to the expanded enforcement hours, there was a surge in covering these hours which required compensation at time and one-half. This account creates the mechanism to compensate staff if needed.								
05-4000-566-01-090	Ins Buy-out - Parking	7,354.75	7,623.20	8,400.00	7,623.93	8,700.00	8,500.00	8,500.00
05-4000-566-01-099	Wage Contingency - Parking	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05-4000-566-01-910	Wage Accrual - Parking	254.48	11.00	0.00	-1,045.00	0.00	0.00	0.00
05-4000-566-01-920	P-T Wages - Parking - Accrual	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05-4000-566-02-310	Soc Sec - Parking	4,071.87	4,421.91	5,200.00	4,720.71	5,400.00	5,400.00	5,400.00
05-4000-566-02-320	Medicare - Parking	960.16	1,036.17	1,200.00	1,094.06	1,300.00	1,300.00	1,300.00
05-4000-566-02-330	Retirement - Parking	3,300.70	3,424.77	4,200.00	4,283.57	4,400.00	4,400.00	4,400.00
05-4000-566-03-610	Health & Dental - Parking	9,626.06	10,039.92	10,800.00	10,625.58	13,500.00	13,500.00	13,500.00
05-4000-566-03-630	Life - Parking	150.00	150.00	200.00	141.00	200.00	150.00	150.00
05-4000-566-03-640	STD - Parking	242.17	299.46	300.00	287.28	200.00	300.00	300.00
05-4000-566-04-010	S.U.T.A. - Parking	133.00	128.00	200.00	103.00	200.00	150.00	150.00

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05-4000-566-04-020	Workers Comp - Parking	1,200.00	1,356.00	1,100.00	1,300.00	1,100.00	1,300.00	1,300.00
05-4000-566-06-000	Uniforms & Cleaning - Parking	2,856.44	434.34	1,500.00	3,423.49	1,000.00	1,000.00	1,000.00
Narrative for Column # 5 This account pays for the uniforms for approximately 8 enforcement officers (PEO) which includes work-study students from UNH. Two part-time employees will be hired who are not work study which may impact this line as they may need to purchase new uniforms.								
05-4000-566-17-000	Telephone / Fax - Parking	480.12	480.12	1,000.00	440.11	720.00	500.00	500.00
Narrative for Column # 5 The department uses an iPad to monitor the machines via the internet while on patrol. This allows parking personnel to immediately respond to a failed machine and take appropriate action to get the kiosk back on-line. Monthly data fees for service are through Verizon.								
05-4000-566-26-000	Postage - Parking	1,827.28	1,633.03	1,200.00	1,678.02	1,500.00	1,500.00	1,500.00
Narrative for Column # 5 This account pays for the postage associated with the mailing of notices to violators who have failed to pay their parking fines. Last year this account over expended due to a significant number of tickets not being paid and notices sent to recover fines. The line is increased due to that fact tha many more letters are being sent to those in arear.								
05-4000-566-27-000	Printing - Parking	4,038.00	2,622.40	4,200.00	1,996.98	4,200.00	3,800.00	3,800.00
Narrative for Column # 5 This account pays for the printing of multi-faceted tickets that include self-addressed envelopes that hopefully encourage violators to quickly pay their fines. In addition the large volume of envelopes and letterhead used to alert non-payment of violations is supported by this account. With three PEO on duty, more violations are being noted and tickets issued causing an increase in this account.								
05-4000-566-35-000	Work study (non payroll wages) - Parkii	0.00	0.00	10,000.00	3,306.23	12,000.00	7,500.00	7,500.00
Narrative for Column # 5 This is a new initiative to hire a number of work-study students to augment parking enforcement personnel throughout the year. There may be as many as seven (7) due to the fact that each one can only earn \$2,500.00 over the academic year. This mutually beneficial program will allow for a more robust presence in the downtown area during peak-hours.								
05-4000-566-36-000	Contracted Services - Parking	87,809.18	129,340.14	69,100.00	124,215.85	122,000.00	122,000.00	140,000.00
Narrative for Column # 5 The kiosk meter system employs wireless technology enabling the use of credit and debit cards. While designed to be user friendly to those parking, Durham must pay Ventek for the use of the kiosk (.5 cents for each ticket) and 2%-4% of the cost of the credit card transaction. The cost of the wireless is included through the credit card system but the expense has been significant as the vast majority of users are extracting banking fees absorbed by this line. Last year costs doubled as the use of the machines via credit cards soared. It can only be estimated that with the new hours of operation that the supporting costs will rise yet further. Credit Card Fees (\$69,500.00) Ventek wireless fee charges (\$52,500.00)								
Narrative for Column # 7 Costs increased by Town Council based on expected usage.								

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05-4000-566-52-000	Equip Maint (Other Than Office) - Parki	35,768.02	3,515.31	29,000.00	26,815.06	24,000.00	24,000.00	24,000.00
<p><i>Narrative for Column # 5</i></p> <p>Durham has completely embraced the pay and display system which accepts credit, debit cards, paper, as well as coins for payment. The new machines are technologically sophisticated to accept all of these payment methods and have Wi-Fi capability, money counters and other nuances that require routine maintenance. The warranty on each machine has expired resulting in the needs for extended warranty. Ventek warranties on all 27 machines total \$18,700.</p> <p>The pay and display modules require significant number of paper rolls so that the receipt can be displayed on the vehicle dashboard demonstrating payment. Additionally other items include batteries, unique cleaning material and an occassional solar panel component changing.</p>								
05-4000-566-54-000	Vehicle Maint - Parking	0.00	7,904.18	1,500.00	929.83	1,500.00	1,500.00	1,500.00
<p><i>Narrative for Column # 5</i></p> <p>This account funds all repairs to the parking enforcement vehicle including routine maintenance such as oil and lubrication changes. Tires and other wearable items are purchased from this account. In the past, this account supported the expenses of Durham Public Works for providing mechanical services to the department. However, searching for opportunities to be more cost efficient and to lessen the workload on an often overwhelmed DPW mechanic who has large equipment to maintain and repair resulted in the exploration of sending vehicles to Dover. The City of Dover has a large vehicle maintenance facility with the capacity to work on four vehicles simultaneously. Their expense ratio is similar to DPW and they have the capacity to perform the work much quicker. This year we are funding this account to transition to Dover for all our mechanical needs and then evaluate the services for continuation.</p>								
05-4000-566-56-000	Fuel / oil for vehicles - Parking	0.00	1,786.28	1,920.00	2,011.60	2,230.00	2,100.00	2,100.00
<p><i>Narrative for Column # 5</i></p> <p>With a desire to attribute costs to their property catageory, this is the first year where gasoline for Parking has not come under a police department budget. The requested fund are reflective of the usage of two (2) parking vehicles and the expanded hours of parking enforcement from last years budget.</p>								
05-4000-566-89-000	Miscellaneous - Parking	1,143.76	90.74	1,500.00	398.35	900.00	900.00	900.00
<p><i>Narrative for Column # 5</i></p> <p>This account pays for all ancillary items purchased for the parking enforcement efforts including chalk, signs, paper and pens. On occasion an error of parking may occur and funds to reimburse for towing may be required. This line allows for those unanticipated situations to be addressed.</p>								
05-4000-566-90-050	Parking Space Lease - Parking Fund	4,725.00	5,330.00	5,330.00	5,330.00	5,350.00	5,350.00	5,350.00
05-4000-566-90-096	Parking Lot Maintenance - Parking	0.00	0.00	500.00	0.00	0.00	0.00	0.00
05-4000-566-96-000	Capital - Parking	803.78	7,802.13	2,800.00	0.00	2,700.00	2,500.00	2,500.00
<p><i>Narrative for Column # 5</i></p> <p>With 27 computerized kiosks throughout the community, there is a need to have an inventory of equipment in stock that will keep the existing machines running. Working closely with VenTek, the following items have been determined as critical and their purchase will provide ready and quick fixes to our existing machines - Key Pad, LCD lens, Gasket kit, Ticket Rolls, Display screen</p>								
05-4000-566-98-001	Transfers to General Fund - Parking	146,706.26	121,934.28	183,000.00	0.00	123,000.00	128,450.00	158,450.00
05-4000-566-98-081	Transfers to Cap Reserve (Trust) Fund:	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Grand Total:		382,059.92	385,193.76	430,150.00	278,552.28	425,100.00	425,100.00	473,100.00