

# 2024 TOWN ADMINISTRATOR ESTIMATED REVENUES

## Town of Durham

	1	2	3	4	5	6	7	8	9
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
	ACTUAL	ACTUAL	ACTUAL	TOWN COUNCIL ESTIMATED	RECEIVED	Dept Head Estimated	Town Admin Estimated	% Difference	\$ Difference
	As of Year End	As of Year End	As of Year End		As of September				
<b>Parking Special Revenue Fund</b>									
05-3705-000-55-000	Permits - Parking	36,395.00	29,097.00	37,135.80	40,000.00	35,110.00	40,000.00		0.00
05-3705-000-56-000	Meters - Parking	134,140.28	210,235.40	276,558.73	270,000.00	201,153.49	290,000.00	7%	20,000.00
05-3705-000-57-000	Fines - Parking	68,193.00	134,020.00	126,213.00	110,000.00	87,255.00	118,000.00	7%	8,000.00
05-3705-000-70-000	Interest on investments - Parking	0.00	0.00	0.00		0.00	0.00		0.00
05-3705-000-80-000	Misc Revenue - Parking	75.00	25.00	0.00		0.00	0.00		0.00
<b>Grand Total:</b>		<b>238,803.28</b>	<b>373,377.40</b>	<b>439,907.53</b>	<b>420,000.00</b>	<b>323,518.49</b>	<b>448,000.00</b>	<b>6%</b>	<b>28,000.00</b>

# 2024 TOWN ADMINISTRATOR PROPOSED

Town of Durham

	1	2	3	4	5	6	7	8	9	
	2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024	
	ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference	
	As of Year End	As of Year End	As of Year End	BUDGET	As of September	Proposed	Proposed			
<b>Parking Special Revenue Fund</b>										
05-4000-566-01-010	F-T Wages - Parking	38,729.68	39,141.98	43,451.97	44,000.00	36,960.03	51,300.00	51,300.00	17%	7,300.00
<i>Narrative for Column # 6</i>										
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	39,746.80	22,013.66	19,521.50	23,700.00	12,597.90	38,000.00	33,000.00	39%	9,300.00
<i>Narrative for Column # 6</i>										
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 persons, each working 20 hours a week retained to work the 37 weeks of the UNH academic year to assist in parking enforcement.										
2 people sharing 40 hours a week - \$16.00 per hour (\$23,680.00) 1 person doing 14 hours per week - \$16.00 per hour (\$14,208.00)										
05-4000-566-01-030	O-T Wages - Parking	0.00	6,427.14	6,983.46	13,000.00	6,175.64	15,000.00	12,000.00	-8%	-1,000.00
<i>Narrative for Column # 6</i>										
Although overtime for the Parking Enforcement Officer is unusual, last year due to expanded enforcement hours, there was a surge in covering these hours which requires compensation at time and one-half.										
Hours are added for the Police Administrative Assistants to perform parking duties in place of hiring a part-time clerk. Jennifer Johnson and Sarah Douglas - (\$13,109.20) and Sandra Hebert - \$1,500.00.										
05-4000-566-01-090	Ins Buy-out - Parking	7,386.60	7,541.17	8,301.15	9,100.00	6,813.73	9,600.00	9,600.00	5%	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	1,131.16	-448.21	25.24		-2,309.95	0.00	0.00		0.00
05-4000-566-02-310	Soc Sec - Parking	5,393.70	4,630.04	4,862.89	5,600.00	3,734.73	7,100.00	6,600.00	18%	1,000.00
05-4000-566-02-320	Medicare - Parking	1,261.61	1,082.92	1,137.27	1,300.00	873.53	1,700.00	1,500.00	15%	200.00
05-4000-566-02-330	Retirement - Parking	4,290.33	5,899.80	7,110.46	7,900.00	5,762.05	9,000.00	8,600.00	9%	700.00
05-4000-566-03-610	Health & Dental - Parking	11,028.60	11,265.48	11,621.88	12,600.00	10,040.00	13,400.00	13,400.00	6%	800.00
05-4000-566-03-630	Life - Parking	123.00	114.00	114.00	100.00	95.00	100.00	100.00		0.00
05-4000-566-03-640	STD - Parking	276.06	271.50	304.14	200.00	269.30	300.00	300.00	50%	100.00
05-4000-566-04-010	S.U.T.A. - Parking	50.00	40.00	40.00	200.00	61.00	100.00	100.00	-50%	-100.00
05-4000-566-04-020	Workers Comp - Parking	1,200.00	112.00	1,000.00	1,300.00	1,216.00	1,700.00	1,700.00	31%	400.00
05-4000-566-06-000	Uniforms & Cleaning - Parking	1,523.29	2,487.68	1,630.56	3,800.00	1,573.45	3,000.00	3,000.00	-21%	-800.00
<i>Narrative for Column # 6</i>										
This account pays for uniforms and dry cleaning for Parking Enforcement Officers.										
Uniform replacement items (\$1,500.00) Cleary Cleaners (\$2,309.00)										
05-4000-566-15-000	Electricity - Parking	0.00	0.00	152.97	6,000.00	137.65	250.00	200.00	-97%	-5,800.00
05-4000-566-17-000	Telephone / Fax - Parking	1,722.34	1,483.38	1,479.72	2,100.00	984.81	2,100.00	1,500.00	-29%	-600.00
<i>Narrative for Column # 6</i>										
Monthly data fees for service are through Verizon. Each of the handhelds from Cardinal TickeTrak require Verizon service.										
3 handheld computers @ \$42.00 per month (\$2,100.00)										
05-4000-566-26-000	Postage - Parking	1,293.95	1,778.16	1,943.22	2,300.00	1,280.13	2,300.00	2,000.00	-13%	-300.00

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Town of Durham

	1 2020 ACTUAL As of Year End	2 2021 ACTUAL As of Year End	3 2022 ACTUAL As of Year End	4 2023 APPROVED BUDGET	5 2023 Expended As of September	6 2024 Dept Head Proposed	7 2024 Town Admin Proposed	8 2023 vs 2024 % Difference	9 2023 vs 2024 \$ Difference	
<p><i>Narrative for Column # 6</i> This account pays for the postage associated with the mailing of notices to violators who have failed to pay their parking fines. Due to wear and tear of some of the parking kiosks, we have found ourselves returning parts to our vendor for repair/replacement. Although the parts are under warranty, the cost of shipping those parts is not.</p>										
05-4000-566-27-000	Printing - Parking	2,910.17	5,903.23	8,308.03	9,500.00	4,032.85	9,500.00	9,000.00	-5%	-500.00
<p><i>Narrative for Column # 6</i> This account pays for the pre-designed tickets associated with Cardinal TickeTrak as well as the envelopes that will be provided on the windshield of each violators car. (\$1,500.00) Envelopes for deliquent tickets (\$500.00) Ventek/Flowbird receipt paper (\$7,500.00)</p>										
05-4000-566-35-000	Work study (non payroll wages) - Parking	1,113.77	0.00	70.38	7,500.00	92.01	5,000.00	3,000.00	-60%	-4,500.00
<p><i>Narrative for Column # 6</i> Each academic year we attempt to hire a number of work-study students to augment parking enforcement personnel throughout the year. There may be as many as seven due to the fact that each one can only earn \$2,500 over the academic year. This mutually beneficial program will allow for a more robust presence in the downtown area during peak hours.</p>										
05-4000-566-36-000	Contracted Services - Parking	83,617.33	115,561.11	126,479.83	139,700.00	102,332.92	170,000.00	166,000.00	19%	26,300.00
<p><i>Narrative for Column # 6</i> 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 Ventex for the use of the kiosk. In the fall of 2023 we introduced pay by plate kiosks. This will increase the use of credit cards. We also have to pay a transaction fee for each time the kiosk is used. 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 operations, the supporting costs will rise yet further.</p>										
<p>Credit card fees(\$110,000.00) Ventek wireless charges(\$15,120.00) Cardinal annual license(\$9,204.20) Course reimbursement(\$1,500.00) Transaction fees (use of machine)(\$4,500.00) Flowbird(\$8,736.00) Chip Reader (Flowbird) (\$1,872.00) Dues for Parking Council(\$200.00)</p>										
05-4000-566-41-000	Auditing - Parking	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
05-4000-566-52-000	Equip Maint (Other Than Office) - Parking	20,701.08	31,873.93	20,664.21	21,700.00	19,192.97	23,700.00	23,700.00	9%	2,000.00
<p><i>Narrative for Column # 6</i> Durham has completely embraced the pay and display system which accepts credit and debit cards, bills 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 warranties. In the fall of 2023, we started transitioning to a pay by plate system. While the machines will be under warranty for 1 year, in October, 2024 the machines installed will need to be under warranty with Flowbird.</p>										
<p>Ventek Warranty on 14 machines (\$10,000.00) Flowbird Warranty on 13 machines (\$5,000.00) Battery replacement and non-warranty items (\$6,700.00)</p>										
05-4000-566-54-000	Vehicle Maint - Parking	1,940.25	5,892.81	2,555.56	2,500.00	2,007.15	2,500.00	2,500.00		0.00
<p><i>Narrative for Column # 6</i> This account funds all repairs to the parking enforcement vehicles including routine maintenance such as oil and lubrication charges. Tires and other wearable items are purchased from this account.</p>										
05-4000-566-56-000	Fuel / oil for vehicles - Parking	1,815.59	1,438.01	1,974.26	2,800.00	1,243.96	2,500.00	2,000.00	-29%	-800.00
<p><i>Narrative for Column # 6</i> There are currently two vehicles assigned for parking enforcement.</p>										

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		2020	2021	2022	2023	2023	2024	2024	2023 vs 2024	2023 vs 2024
		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	% Difference	\$ Difference
					BUDGET		Proposed	Proposed		
		As of Year End	As of Year End	As of Year End		As of September				
05-4000-566-89-000	Miscellaneous - Parking	1,902.32	1,057.55	409.09	1,200.00	1,589.11	1,500.00	1,500.00	25%	300.00
	<i>Narrative for Column # 6</i>									
	This account pays for all ancillary items purchased for the parking enforcement efforts including signs, paper and pens. This line allows for those unanticipated situations to be addressed.									
05-4000-566-90-050	Parking Space Lease - Parking Fund	5,315.63	5,315.63	5,980.08	6,000.00	5,980.08	6,000.00	6,000.00		0.00
	<i>Narrative for Column # 6</i>									
	Leasing of six parking spaces for the Durham Parks and Recreation Department at 2 Dover Road.									
05-4000-566-92-260	Princ - 2023 General Obligation Bond	0.00	0.00	0.00		0.00	9,300.00	9,300.00	100%	9,300.00
05-4000-566-92-270	Princ - 2024 General Obligation Bond	0.00	0.00	0.00		0.00	0.00	0.00		0.00
05-4000-566-93-260	Int- 2023 General Obligation Bond	0.00	0.00	0.00	1,300.00	1,182.08	2,200.00	2,200.00	69%	900.00
05-4000-566-93-270	Int - 2024 General Obligation Bond	0.00	0.00	0.00		0.00	2,800.00	2,800.00	100%	2,800.00
05-4000-566-96-000	Capital - Parking	1,022.62	1,222.93	0.00	3,500.00	275.00	0.00	0.00	-100%	-3,500.00
05-4000-566-98-001	Transfers to General Fund - Parking	112.40	91,271.50	153,785.66	81,100.00	0.00	48,050.00	65,100.00	-20%	-16,000.00
05-4000-566-98-081	Transfers to Cap Reserve (Trust) Funds - Par	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		0.00
<b>Grand Total:</b>		<b>245,608.28</b>	<b>373,377.40</b>	<b>439,907.53</b>	<b>420,000.00</b>	<b>234,193.13</b>	<b>448,000.00</b>	<b>448,000.00</b>	<b>7%</b>	<b>28,000.00</b>