

2026 TOWN ADMINISTRATOR PROPOSED

Town of Durham

		1	2	3	4	5	6	7	8	9
		2022	2023	2024	2025	2025	2026	Town Admin	2025 vs 2026	2025 vs 2026
		ACTUAL	ACTUAL	ACTUAL	ESTIMATED	Received	Dept Head	Proposed	\$ Difference	% Difference
		As of December	As of December	As of Year End	BUDGET	Thru 9/30/2025	Estimated			
						As of September				
Parking Special Revenue Fund										
1 05-3705-000-55-000	Permits - Parking	37,135.80	37,075.00	38,275.00	38,000.00	35,420.00	38,000.00	122,000.00	84,000.00	69%
	<i>Narrative for Column # 7</i>									
	A new class of permit is being established for 70 overnight/year-round parking spaces for downtown renters at \$1,200 a space for the following areas:									
	15 Spaces Garrison Extension									
	12 Spaces Strafford Avenue									
	43 Spaces 66 Main Street									
2 05-3705-000-56-000	Meters - Parking	276,558.73	288,379.03	305,987.16	280,000.00	192,164.21	300,000.00	300,000.00	20,000.00	7%
3 05-3705-000-57-000	Fines - Parking	126,213.00	129,970.50	150,678.57	130,000.00	104,117.50	141,000.00	141,000.00	11,000.00	8%
4 05-3705-000-80-000	Misc Revenue - Parking	0.00	0.00	8,192.88	0.00	8,476.40	12,000.00	12,000.00	12,000.00	100%
Grand Total:		439,907.53	455,424.53	503,133.61	448,000.00	340,178.11	491,000.00	575,000.00	127,000.00	-22%

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		1 2022 ACTUAL As of December	2 2023 ACTUAL As of December	3 2024 ACTUAL As of Year End	4 2025 APPROVED BUDGET	5 2025 Expended Thru 9/30/2025 As of September	6 2026 Dept Head Proposed	7 2026 Town Admin Proposed	8 2025 vs 2026 \$ Difference	9 2025 vs 2026 % Difference
Parking Special Revenue Fund										
1	05-4000-566-01-010 F-T Wages - Parking Narrative for Column # 6 The full time PEO position oversees all facets of kiosk matienance and parking functions. 24 hours per week are designated to the parking budget, while 16 hours are deisgnated in the police budget for evidence maintenance.	43,451.97	48,738.12	52,499.68	54,600.00	40,414.81	42,420.00	42,420.00	-12,180.00	-22%
2	05-4000-566-01-020 P-T Wages - Parking Narrative for Column # 6 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 have hired individuals to work part time hours during the 37 weeks of the UNH academic year. \$11,840 1 person working 20 hours a week @\$16.00/hr \$13,320 1 person working 20 hours per week @ 18.00/hr \$18,648 1 person working 24 hours per week @ 21.00/hr	19,521.50	19,565.90	25,883.00	43,800.00	20,347.00	44,550.00	44,550.00	750.00	2%
3	05-4000-566-01-030 O-T Wages - Parking Narrative for Column # 6 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.	6,983.46	13,650.04	14,908.09	16,300.00	11,767.88	16,260.00	16,260.00	-40.00	
4	05-4000-566-01-090 Ins Buy-out - Parking	8,301.15	9,005.23	9,823.84	10,400.00	8,120.87	11,590.00	12,200.00	1,800.00	11%
5	05-4000-566-01-099 Wage Contingency - Parking	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6	05-4000-566-01-910 Wage Accrual - Parking	25.24	1,047.51	539.84	0.00	-3,897.30	0.00	0.00	0.00	
7	05-4000-566-02-310 Soc Sec - Parking	4,862.89	5,704.47	6,426.73	7,800.00	4,758.70	7,120.00	7,120.00	-680.00	-9%
8	05-4000-566-02-320 Medicare - Parking	1,137.27	1,334.27	1,503.12	1,800.00	1,112.93	1,660.00	1,660.00	-140.00	-8%
9	05-4000-566-02-330 Retirement - Parking	7,110.46	8,741.44	9,174.78	9,300.00	6,495.22	7,480.00	7,480.00	-1,820.00	-20%
10	05-4000-566-03-610 Health & Dental - Parking	11,621.88	12,106.68	12,897.24	14,400.00	11,580.28	15,020.00	15,810.00	1,410.00	4%
11	05-4000-566-03-630 Life - Parking	114.00	114.00	108.00	100.00	85.00	100.00	100.00	0.00	
12	05-4000-566-03-640 STD - Parking	304.14	321.48	322.68	300.00	311.20	250.00	250.00	-50.00	-17%
13	05-4000-566-04-010 S.U.T.A. - Parking	40.00	61.00	25.00	100.00	26.67	130.00	130.00	30.00	30%
14	05-4000-566-04-020 Workers Comp - Parking	1,000.00	1,216.00	1,700.00	2,200.00	1,777.02	1,900.00	1,900.00	-300.00	-14%
15	05-4000-566-06-000 Uniforms & Cleaning - Parking Narrative for Column # 6 This account pays for uniforms for Parking Enforcement Officers. Also paid for in this account are uniform replacement items and dry cleaning through Cleary Cleaners.	1,630.56	2,331.04	2,592.28	3,000.00	1,837.25	3,000.00	3,000.00	0.00	
16	05-4000-566-15-000 Electricity - Parking	152.97	202.69	207.31	0.00	151.18	0.00	0.00	0.00	
17	05-4000-566-17-000 Telephone / Fax - Parking Narrative for Column # 6 Monthly data fees for service are through Verizon. Each of the handhelds (3) from Cardinal TickeTrak require Verizon service.	1,479.72	1,478.40	1,358.22	1,500.00	991.56	1,500.00	1,500.00	0.00	
18	05-4000-566-26-000 Postage - Parking Narrative for Column # 6 This account pays for the postage associated with the mailing of notices to violators who have failed to pay their parking fines. Although parts are under warranty for the kiosks, the cost of shipping those parts is not.	1,943.22	1,813.24	1,943.37	2,000.00	1,336.41	2,000.00	2,000.00	0.00	

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		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	\$ Difference	% Difference
		As of December	As of December	As of Year End	BUDGET	Thru 9/30/2025	Proposed	Proposed		
19	05-4000-566-27-000 Printing - Parking	8,308.03	4,280.56	6,153.25	9,000.00	0.00	5,000.00	5,000.00	-4,000.00	-44%
Narrative for Column # 6										
This account pays for the predesigned tickets associated with Cardinal TickeTrek as well as the envelopes that will be provided on the windshield of each violators car.										
\$1,200 Envelopes for windshield of car										
\$ 500 Envelopes for delinquent tickets										
\$ 500 Ventek/Flowbird receipt paper										
20	05-4000-566-35-000 Work study (non payroll wages) - Parking	70.38	92.01	308.62	3,000.00	0.00	3,000.00	3,000.00	0.00	
Narrative for Column # 6										
Each academic year we attempt to hire a number of work-study students to augment parking enforcement personnel throughout the year. This mutually beneficial program will allow for a more robust presence in the downtown area during peak hours.										
21	05-4000-566-36-000 Contracted Services - Parking	126,479.83	121,290.30	80,883.23	154,000.00	51,593.67	80,450.00	80,450.00	-73,550.00	-48%
Narrative for Column # 6										
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 for the use of the kiosk and the cost of each credit card transaction. This also includes the fees for Cardinal TickeTrak system (server and annual maintenance fees). Also included is an allotment for an educational course to be taken by the full-time PEO (as outlined in the Town Personnel Plan).										
\$50,000 Credit Card Fees										
\$12,000 Cardinal annual license										
\$14,250 Flowbird monthly fees										
\$ 4,000 Course reimbursement										
\$ 200 Dues for Parking Council										
22	05-4000-566-41-000 Auditing - Parking	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	05-4000-566-52-000 Equip Maint (Other Than Office) - Parking	20,664.21	19,282.92	10,264.14	21,700.00	2,101.36	10,750.00	10,750.00	-10,950.00	-50%
Narrative for Column # 6										
Durham has completely embraced the pay by plate system which accepts credit and debit cards, 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 half of the machines has expired resulting in the need for extended warranties.										
\$8,750 Flowbird Warranty on 14 machines										
\$ 500 Flowbird - 2 batteries										
\$1,500 Coin acceptor										
24	05-4000-566-54-000 Vehicle Maint - Parking	2,555.56	5,534.95	2,776.48	2,500.00	696.93	2,500.00	2,500.00	0.00	
Narrative for Column # 6										
This account funds all repairs to the parking enforcement vehicles including routine maintenance such as oil and lubrication charges.										
25	05-4000-566-56-000 Fuel / oil for vehicles - Parking	1,974.26	1,813.81	2,359.60	2,300.00	1,249.37	2,300.00	2,300.00	0.00	
Narrative for Column # 6										
There are currently two vehicles assigned for parking enforcement.										
26	05-4000-566-89-000 Miscellaneous - Parking	409.09	1,829.86	2,060.60	1,500.00	0.00	1,500.00	1,500.00	0.00	
Narrative for Column # 6										
This line allows for unanticipated situations to be addressed.										
27	05-4000-566-90-050 Parking Space Lease - Parking Fund	5,980.08	5,980.08	5,980.08	6,000.00	5,980.08	6,000.00	6,000.00	0.00	
Narrative for Column # 6										
Leasing of six parking spaces for the Durham Parks and Recreation Department at 2 Dover Road.										
28	05-4000-566-92-260 Princ - 2023 General Obligation Bond	0.00	0.00	9,220.00	9,220.00	9,220.00	9,220.00	9,220.00	0.00	
29	05-4000-566-92-270 Princ - 2024 General Obligation Bond	0.00	0.00	0.00	21,500.00	21,500.00	21,000.00	21,000.00	-500.00	-2%
30	05-4000-566-92-280 Princ - 2025 General Obligation Bond	0.00	0.00	0.00	0.00	0.00	20,950.00	20,950.00	20,950.00	100%

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		ACTUAL	ACTUAL	ACTUAL	APPROVED	Expended	Dept Head	Town Admin	\$ Difference	% Difference
		As of December	As of December	As of Year End	BUDGET	Thru 9/30/2025	Proposed	Proposed		
						As of September				
31 05-4000-566-93-260	Int- 2023 General Obligation Bond	0.00	1,182.08	2,115.99	1,650.00	1,645.77	1,175.00	1,175.00	-475.00	-29%
32 05-4000-566-93-270	Int - 2024 General Obligation Bond	0.00	0.00	2,703.27	4,850.00	4,828.49	3,745.00	3,745.00	-1,105.00	-23%
33 05-4000-566-93-280	Int - 2025 General Obligation Bond	0.00	0.00	0.00	0.00	0.00	5,305.00	5,305.00	5,305.00	100%
34 05-4000-566-96-000	Capital - Parking	0.00	3,169.18	0.00	3,130.00	3,130.00	26,000.00	26,000.00	22,870.00	731%
Narrative for Column # 6										
Since all of the kiosks downtown have now been switched to Flowbird kiosks (pay by plate system), all of the informational parking signs must be replaced.										
35 05-4000-566-98-001	Transfers to General Fund - Parking	153,785.66	153,538.91	0.00	30,050.00	0.00	127,125.00	209,725.00	179,675.00	323%
36 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	
Grand Total:		439,907.53	455,426.17	276,738.44	448,000.00	219,162.35	491,000.00	575,000.00	127,000.00	10%