

PARKS & RECREATION DEPARTMENT

2019 BUDGET PRESENTATION TO CITY COUNCIL

AUGUST 27, 2018

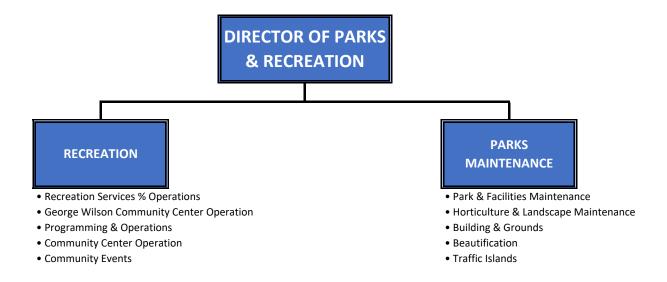


CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT EXECUTIVE SUMMARY

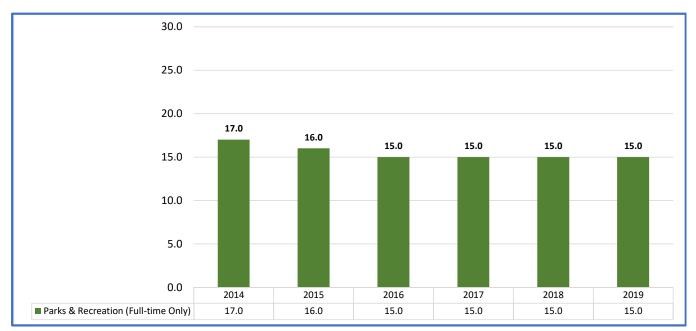
EXPENDITURE BUDGET								
Object Level Detail:	FY2018 Appr'd	FY2019 Rec'd	FY2018 App'd vs. FY2019 Rec'd	% +/- over FY2018 Appr'd	Comments			
Full-time Wages	\$978,013	\$1,013,534	\$35,521	3.63%	Reflects wage progression for fifteen full-time employees.			
Part-time Wages	\$259,102	\$270,374	\$11,272	4.35%				
Other Wages	\$336,712	\$347,833	\$11,121	3.30%				
Benefits	\$728,295	\$775,358	\$47,063	6.46%	Pension allocation increase. Estimated 8% increase for health care expenses for 2019.			
Personnel Services	\$2,302,122	\$2,407,099	\$104,977	4.56%	*Sum of above listed wages and benefits			
Materials and Supplies	\$122,905	\$117,805	-\$5,100	-4.15%				
Contractual Services	\$602,927	\$613,026	\$10,099	1.67%	Increase due to increased cost of Fleet and Facilities maintenance.			
Depreciation	\$77,400	\$75,403	-\$1,997	-2.58%	*Finance Calculation			
Other Expenditures	\$7,515	\$7,515	\$0	0.00%				
Sub-Total:	\$3,112,869	\$3,220,848	\$107,979	3.47%				
Inter-Dept. Charges	\$277,403	\$335,687	\$58,284	21.01%	Reflects the cost share of City overhead which includes: Billing and Accounting, Electricity, Information Technology, Mailroom and Postagge, Other Indirect Charges, Printing and Reproduction, and Records.			
Total Operating Expenses:	\$3,390,272	\$3,556,535	\$166,263	4.90%				
Full-time Positions	15	15	0	<u> </u>	No change in total full-time positions from FY2018.			

CAPITAL IMPROVEMEN	T PLAN (CIP)	
Project ID:	Project Description:	Comments
New projects:		
N/A		
Ongoing projects		
11703	Recreation Management Software	Project listed in 2019-2023 CIP
K1704	Lumbrook Park Pavilion	Project listed in 2019-2023 CIP
K1705	Preston's Playground Utility Lines	Project listed in 2019-2023 CIP
K1601	Charles Emerson Bicycle/Pedestrian Bridge	Project listed in 2019-2023 CIP
K1605	Redd Park Trail Improvements	Project listed in 2019-2023 CIP
K1501	Iron Glen Park Master Plan	Project listed in 2019-2023 CIP
K1502	Fitness Stations	Project listed in 2019-2023 CIP
K1301	Hard Surface Facilities Improvements	Project listed in 2019-2023 CIP
K1305	Pomeroy Trail Connector	Project listed in 2019-2023 CIP
K1202	Kershaw Park Improvements	Project listed in 2019-2023 CIP
K1203	Old Paper Mill Park Improvements	Project listed in 2019-2023 CIP
K0908	Children's Play Equipment	Project listed in 2019-2023 CIP
KEQSF	Equipment Replacement Program	Perpetual Project

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT ORGANIZATIONAL CHART



CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT Full Time History/Vacancies as of July 1, 2018

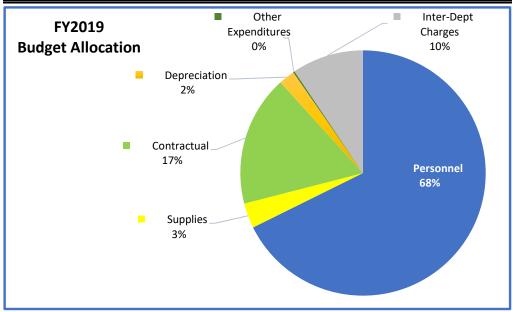


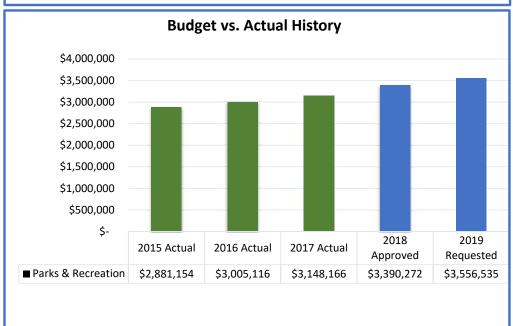
FULL TIME VACANCIES (Included Above)									
Division	Title	#	Reason for Vacancy						
Parks & Recreation	None	0.0	No current vacancies						
Total		0.0							

	COMMENTS		
Division	Title	Change (+/-)	Reason for Adjustment
Parks & Recreation	None	0.0	No change in total full-time positions from FY2018.
Total		0.00	

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT FY2019 BUDGET RECOMMENDATION

Object Level	FY2018 Approved	FY2019 Recommended	FY2018 pproved vs. FY2019 Recomm'd	% Incr (Decr) over FY2018 Approved
Personnel Services	\$ 2,302,122	\$ 2,407,099	\$ 104,977	4.6%
Materials and Supplies	\$ 122,905	\$ 117,805	\$ (5,100)	-4.1%
Contractual Services	\$ 602,927	\$ 613,026	\$ 10,099	1.7%
Depreciation	\$ 77,400	\$ 75,403	\$ (1,997)	-2.6%
Other Expenditures	\$ 7,515	\$ 7,515	\$ -	0.0%
Inter-Dept Charges	\$ 277,403	\$ 335,687	\$ 58,284	21.0%
Total:	\$ 3,390,272	\$ 3,556,535	\$ 166,263	4.9%

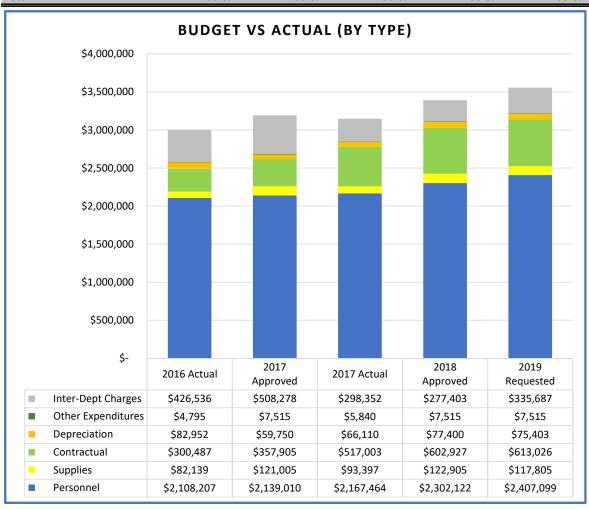




CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT FY2019 BUDGET RECOMMENDATION

Object Level (\$)	2016	2017	2017	2018	2019
Object Level (3)	Actual	Approved	Actual	Approved	Requested
Personnel Services	\$ 2,108,207	\$ 2,139,010	\$ 2,167,464	\$ 2,302,122	\$ 2,407,099
Materials and Supplies	\$ 82,139	\$ 121,005	\$ 93,397	\$ 122,905	\$ 117,805
Contractual Services	\$ 300,487	\$ 357,905	\$ 517,003	\$ 602,927	\$ 613,026
Depreciation	\$ 82,952	\$ 59,750	\$ 66,110	\$ 77,400	\$ 75,403
Other Expenditures	\$ 4,795	\$ 7,515	\$ 5,840	\$ 7,515	\$ 7,515
Inter-Dept Charges	\$ 426,536	\$ 508,278	\$ 298,352	\$ 277,403	\$ 335,687
Total:	\$ 3,005,116	\$ 3,193,463	\$ 3,148,166	\$ 3,390,272	\$ 3,556,535

Object Level (9/)	2016	2017	2017	2018	2019
Object Level (%)	Actual	Approved	Actual	Approved	Requested
Personnel Services	70.2%	67.0%	68.8%	67.9%	67.7%
Materials and Supplies	2.7%	3.8%	3.0%	3.6%	3.3%
Contractual Services	10.0%	11.2%	16.4%	17.8%	17.2%
Depreciation	2.8%	1.9%	2.1%	2.3%	2.1%
Other Expenditures	0.2%	0.2%	0.2%	0.2%	0.2%
Inter-Dept Charges	14.2%	15.9%	9.5%	8.2%	9.4%
Total:	100.0%	100.0%	100.0%	100.0%	100.0%



CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT FY2019 PROGRAM NARRATIVE

The Parks and Recreation Department operates, maintains and manages the City's Park system and Recreation services through its divisions as described below.

Administration and Planning

The Division directs and supervises all recreation, park and horticulture programs, facilities and operations. It is responsible to oversee the planning, design, construction, renovation, and maintenance of park facilities; recreation services, operating and capital budgets, department advertising and promotion, research grant funding and community partners to assist in accomplishing department wide efforts.

Parks and Horticulture

The Division is responsible for the maintenance of 650 acres of parkland which includes 52 park and open space areas, 17 miles of trails, more than 50 landscaped sites and more than 386 acres of forested lands. Routine maintenance and repairs are made to playground equipment, athletic fields (10), basketball (19), tennis (18) and street hockey courts (2), skateboard facilities (2); shelters (10), fencing, trails, foot bridges, buildings, pools (2) and parking lots (11). The Division also performs tree, turf and landscape maintenance, snow and ice removal at City buildings, park sites and downtown parking lots; oversees the removal of creek blockages and contracted tree work, conducts regular inspections of all facilities and areas to identify maintenance needs, and provides support services to the recreation division for programs and events and other City departments as needed.

Recreation Services

The Division is responsible for planning and conducting a wide variety of recreation activities and events which enhance the quality of life for the citizens of Newark. More than 200 programs and events are offered each year which includes topics and areas such as health and fitness, youth and adult sports leagues and skill development classes, arts, camps, and community events. Over 7,000 registrations were received in 2017 for the various programs and events with a total of over 75,000 participants throughout the year.

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT FY2018 ACCOMPLISHMENTS

Key accomplishments in 2018 include:

PARKS:

- · Completed update to atrium landscaping.
- · Completed repaying and striping of Phillips Park parking lot and basketball court.
- Completed repaving and striping at George Wilson Center parking lot.
- Completed repaving and striping at Leroy Hill parking lot.
- Completion of Preston's playground, the all-inclusive playground and only the second of its kind in Delaware.
- Recognized as Old Grown Forest Network for Redd Park.
- Completed Conservation Advisory Committee reforestation project.
- Completed designation of Jerry Fickes Trail at Rittenhouse Park.
- Developed a parks maintenance standard manual and reorganized the parks inspection procedures to include parks staff on a regular cycle for inspections of assigned areas.
- · Redesigned and installed new plant material at the Paper Mill Road and Elkton Road traffic islands.
- Created a new recommended tree list for developers due to the new diseases and infestation of the Emerald Ash Borer and broadened the list of recommended native trees.
- Built compost bins at the Newark Community Garden located at Fairfield Park as part of an Eagle Scout project.

RECREATION:

- The volunteer program continued to shine with over 6,400 volunteer hours completed in 2017 and more
 hours anticipated by the end of 2018. Some of the volunteer initiatives included building a Gaga Pit at the
 George Wilson Center for the spring and summer camp participants to enjoy along with adding wood carpet
 to play units throughout the Park system.
- Installed central air conditioning in the George Wilson Community Center.
- Celebrated the 50th Anniversary of the Parks and Recreation department in Newark and highlighted 50 Days of Fun throughout the year and held a special celebration at Community Day.
- Conducted a successful Family Fun Night as one of the 50 Days of Fun and added food vendors, game vendors, pony rides, face painting and more to this year's event.
- Held a very successful and popular Egg Hunt indoors at the University of Delaware Bob Carpenter Center thanks to the University of Delaware Athletics staff due to the inclement weather.
- Completed additional background checks on out of state employees due to the new regulations for the Office
 of Child Care Licensing.
- Conducted Star Gazing at Night at the Newark Reservoir, part of the 50 Days of Fun, with over 200 spectators.
- Created a National Day of Service in conjunction with the Patriot Day ceremony on September 11 at Olan Thomas Park.
- Organized and held a new Outdoor Family Movie Night as part of the 50 Days of Fun at the George Wilson Center in the fall.

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT FY2019 GOALS

Goals for 2019 include:

- Pending budget approval, develop a master plan and construct a parking lot at Old Paper Mill Park to help create more parking for the Newark Reservoir Park, the heaviest used trail in the state, and Preston's Playground.
- Remediation and demolition of the Rodney dorms as part of the park and storm water improvements.
- Pending budget approval, implement a new online registration software system that will better serve our needs and be PCI compliant.
- Make improvements to the Fairfield Crest to Creek Road connector that would include paving the road and lighting improvements.
- Completion of the Charles Emerson Bridge design and engineering.
- Hard surface improvements for various parks.

PARKS & RECREATION DEPARTMENT OPERATING BUDGET

PARKS & RECREATION DEPARTMENT FY2019 RECOMMENDED BUDGET PERSONNEL SERVICES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change
Personnel Services:	\$2,407,099	\$104,977	4.6%
Wages:	\$1,631,741	\$57,914	3.68%
Benefits:	\$775,358	\$47,063	6.46%

Health insurance assumes an increase of 8% for 2019. Salary assumptions include anticipated step increases when due per contract, and cost of living adjustments. Increase in (6690) Self -Supporting program Staff. The increase reflects the increase in activity participation and as a result, more staffing is required to stay within an acceptable participant and instructor ratio. There will be a fiscal impact in 2019 due to the minimum wage increased passed by the State in 2018. Device reimbursement (6885) was moved from Phones/Communications (8050).

Personnel Services (Org: 0151142)

	onnei Services (Org: 0151142)					
Obje	ct Line		2018	2019	\$ Difference	% Difference
6020	Supervisory	\$	537,814	\$ 561,477	\$ 23,663	4.4%
6030	Engineering/Technical	\$	34,703	\$ 36,490	\$ 1,787	5.1%
6080	Clerical	\$	45,291	\$ 47,622	\$ 2,331	5.1%
6230	Maintenance Workers	\$	394,908	\$ 404,435	\$ 9,527	2.4%
6580	Service Award	\$	27,064	\$ 29,420	\$ 2,356	8.7%
6590	Sick Pay	\$	13,588	\$ 12,933	\$ (655)	-4.8%
6610	Seasonal	\$	137,300	\$ 137,300	\$ -	0.0%
6620	Overtime	\$	31,000	\$ 31,000	\$ -	0.0%
6680	Day Camp	\$	46,500	\$ 46,500	\$ -	0.0%
6685	Before and After Care	\$	100,000	\$ 100,000	\$ -	0.0%
6690	Self-Supporting Programs	\$	114,000	\$ 120,000	\$ 6,000	5.3%
6750	Life Guards	\$	13,600	\$ 13,600	\$ -	0.0%
6770	Comm Events - Rec Specialist	\$	38,377	\$ 40,356	\$ 1,979	5.2%
6850	Center Attendants	\$	35,122	\$ 42,628	\$ 7,506	21.4%
6880	Uniform Allowances	\$	4,560	\$ 4,680	\$ 120	2.6%
6885	Device Reimbursement	\$	-	\$ 3,300	\$ 3,300	#DIV/0!
6920	Unemployment Comp. Ins.	\$	12,889	\$ 5,169	\$ (7,720)	-59.9%
6930	Social Security Taxes	\$	115,983	\$ 120,850	\$ 4,867	4.2%
6940	City Pension Plan	\$	241,871	\$ 277,370	\$ 35,499	14.7%
6941	Defined Contribution 401(a) Plan	\$	8,291	\$ 8,396	\$ 105	100.0%
6950	Term Life Insurance	\$	4,591	\$ 4,648	\$ 57	1.2%
6960	Group Hospitalization Ins.	\$	261,153	\$ 273,374	\$ 12,221	4.7%
6961	Long-Term Disability Ins.	\$	2,140	\$ 1,839	\$ (301)	-14.1%
6962	Dental Insurance	\$	15,619	\$ 14,479	\$ (1,140)	-7.3%
6963	Flexible Spending Account	\$	234	\$ 252	\$ 18	7.7%
6964	Health Savings Account	\$	1,500	\$ 1,500	\$ -	0.0%
6965	Post-Employment Benefits	\$	58,243	\$ 61,660	\$ 3,417	5.9%
6966	Retirement Health Savings Account	\$	2,760	\$ 2,800	\$ 40	1.4%
6967	Emergency Room Reimbursements	\$	2,175	\$ 2,175	\$ -	0.0%
6968	Vision Insurance Premiums	\$	846	\$ 846	\$ 	0.0%
Perso	nnel Services Total	\$	2,302,122	\$ 2,407,099	\$ 104,977	4.6%

PARKS & RECREATION DEPARTMENT WAGE AND SALARY BUDGET - 2019

	Union		2018 # of	2018	2019 # of		2019	Position		\$	%
Title	Affiliation	Grade	Positions	Approved	Positions	F	Requested	Difference	D	ifference	Change
FULL TIME POSITIONS											
Director of Parks & Recreation	MGMT	31	1.0	\$ 97,480	1.0	\$	100,964	0.0	\$	3,484	3.6%
Deputy Director of Parks & Recreation	MGMT	23	1.0	\$ 37, 4 00	1.0	\$	83,303	0.0	\$	83,303	#DIV/0!
Recreation Superintendent	MGMT	21	1.0	\$ 78,687	1.0	\$	-	0.0	\$	(78,687)	-100.0%
Parks Superintendent	MGMT	21	1.0	\$ 80,229	1.0	\$	84,056	0.0	\$	3,827	4.8%
Parks Supervisor	MGMT	17	1.0	\$ 68,724	1.0	\$	71,536	0.0	\$	2,812	4.1%
Recreation Supervisor	CWA F/T	18	3.0	\$ 212,694	3.0	\$	221,618	0.0	\$	8,924	4.2%
Customer Service Clerk I	CWA F/T	10	1.0	\$ 45,291	1.0	\$	47,622	0.0	\$	2,331	5.1%
Maintenance IV	AFSCME F/T	8	4.0	\$ 236,121	4.0	\$	242,188	0.0	\$	6,067	2.6%
Maintenance III	AFSCME F/T	6	1.0	\$ 55,475	1.0	\$	56,542	0.0	\$	1,067	1.9%
Equipment Operator	AFSCME F/T	3	2.0	\$ 103,312	2.0	\$	105,705	0.0	\$	2,393	2.3%
Total Full-Time Positions	•		15.0	\$ 978,013	15.0	\$	1,013,534	0.0	\$	35,521	3.6%
PART-TIME FUNDING											
Temporary Maintenance (Seasonal)				\$ 137,300		\$	137,300		\$	-	0.0%
Life Guards				\$ 13,600		\$	13,600		\$	-	0.0%
Creative Designer/Admin Support	CWA P/T			\$ 34,703		\$	36,490		\$	1,787	5.1%
Recreation Specialist - Special Events	CWA P/T			\$ 38,377		\$	40,356		\$	1,979	5.2%
Community Center Aide	CWA P/T			\$ 35,122		\$	42,628		\$	7,506	21.4%
Total Part-Time Funding				\$ 259,102		\$	270,374		\$	11,272	4.4%
OTHER											
Service Awards				\$ 27,064		\$	29,420		\$	2,356	8.7%
Sick Pay				\$ 13,588		\$	12,933		\$	(655)	-4.8%
Overtime				\$ 31,000		\$	31,000		\$	-	0.0%
Day Camp				\$ 46,500		\$	46,500		\$	-	0.0%
Before & After Care				\$ 100,000		\$	100,000		\$	-	0.0%
Self Supporting Program				\$ 114,000		\$	120,000		\$	6,000	5.3%
Uniform Allowance				\$ 4,560		\$	4,680		\$	120	2.6%
Device Reimbursements				\$ -		\$	3,300		\$	3,300	#DIV/0!
Total Other				\$ 336,712		\$	347,833		\$	11,121	3.3%
Total All			15.0	\$ 1,573,827	15.0	\$	1,631,741	0.0	\$	57,914	4%

CITY OF NEWARK, DELAWARE FY2019 RECOMMENDED BUDGET MATERIALS AND SUPPLIES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change
Materials/Supplies:	\$117,805	-\$5,100	-4.1%
Equipment and supplies for park r	maintenance and recreational programs ar	nd events.	

Materials/Supplies (Org: 0151143)

Obje	t Line	2018	2019	\$ Difference	% Difference
7021	Advertising Supplies	\$ 1,250	\$ 1,250	\$ -	0.0%
7110	Safety Shoes & Supplies	\$ 2,200	\$ 2,500	\$ 300	13.6%
7130	Tools,Field Sup.,Small Equip.	\$ 6,800	\$ 6,800	\$ -	0.0%
7150	Office Supplies	\$ 1,700	\$ 1,700	\$ -	0.0%
7160	Books, Periodicals, Etc.	\$ 100	\$ 100	\$ -	0.0%
7300	Mach. & Equip. Maintenance	\$ 2,000	\$ 2,000	\$ -	0.0%
7450	Salt, Sand & Snow Removal	\$ 1,500	\$ 1,500	\$ -	0.0%
7500	Parks Maintenance	\$ 49,655	\$ 49,655	\$ -	0.0%
7501	Island Beautification	\$ 19,500	\$ 19,500	\$ -	0.0%
7680	Day Camp	\$ 1,400	\$ 1,400	\$ -	0.0%
7685	Before and After Care	\$ 1,800	\$ 1,800	\$ -	0.0%
7690	Self-Supporting Programs	\$ 20,200	\$ 20,200	\$ -	0.0%
7691	Community Day	\$ 1,700	\$ 1,700	\$ -	0.0%
7692	Liberty Day Fireworks	\$ 2,400	\$ 500	\$ (1,900)	-79.2%
7693	Halloween Parade/Trick or Treat	\$ 2,300	\$ 400	\$ (1,900)	-82.6%
7694	Other Special Events	\$ 4,300	\$ 4,300	\$ -	0.0%
7850	George Wilson Center	\$ 4,100	\$ 2,500	\$ (1,600)	-39.0%
Mate	rials/Supplies Total	\$ 122,905	\$ 117,805	\$ (5,100)	-4.1%

CITY OF NEWARK, DELAWARE FY2019 RECOMMENDED BUDGET MATERIALS AND SUPPLIES DETAIL

	Object Code - Description	Amount Requested	Use of Funds (Description)
7021	Advertising Supplies	\$ 1,250	Paid Advertisement, marketing items
7110	Safety Shoes & Supplies	\$ 2,500	Safety Shoes, gloves, hearing and eye protection
7130	Tools, Field Sup., Small Equip.	\$ 6,800	String Line trimmers, chain saws, blowers, and tools
7150	Office Supplies	\$ 1,700	Office supplies
7160	Books, Periodicals, Etc.	\$ 100	Subscriptions
7300	Mach. & Equip. Maintenance	\$ 2,000	Replacement parts and repairs to push mowers, trimmers
7450	Salt, Sand & Snow Removal	\$ 1,500	For Parking lots, sidewalks
7500	Parks Maintenance	\$ 49,655	Pool supplies, safety surfaces for playgrounds, playground and court supplies, grass seeds, court lights, park landscaping
7501	Island Beautification	\$ 19,500	Plant Material annuals and bulbs, herbicide and insecticide, mulch, sculpture garden (\$13,500)
7680	Day Camp	\$ 1,400	Art and Activity supplies
7685	Before and After Care	\$ 1,800	Art and Activity supplies
7690	Self-Supporting Programs	\$ 20,200	T-shirts, trophies and league awards, dance costumes, activity and camp supplies
7691	Community Day	\$ 1,700	Banners, game prizes, marketing items and supplies
7692	Liberty Day Fireworks	\$ 500	Banners and event supplies
7693	Halloween Parade/Trick or Treat	\$ 400	Banners and event supplies
7694	Other Special Events	\$ 4,300	Supplies for Egg Hunt, Winterfest, Spring Concert and Community Clean Ups
7850	George Wilson Center	\$ 2,500	Pottery supplies, Thanksgiving Day Breakfast, table and chair replacement
Total		\$ 117,805	

CITY OF NEWARK, DELAWARE FY2019 RECOMMENDED BUDGET CONTRACTUAL SERVICES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change
Contractual Services:	\$613,045	\$10,118	1.7%

Contracted line items include bus services, contracted instructors, background checks, tree pruning and removal, portable toilets, mowing contract, event performers and other contractual needs. Increase due to department's allocation of fleet and facilities services (\$12,805).

Contractual Services (Org: 0151144)

	tt Line	2018	2019	\$ Difference	% Difference
	Advertising	\$ 4,750	\$ 4,500	\$ (250)	-5.3%
8030	Casualty Insurance	\$ 8,749	\$ 8,750	\$ 1	0.0%
8031	Insurance - Property	\$ 6,827	\$ 6,830	\$ 3	0.0%
8032	Insurance - Auto	\$ 26,077	\$ 26,080	\$ 3	0.0%
8033	Insurance - Broker	\$ 4,102	\$ 4,100	\$ (2)	0.0%
8040	Merchant Fees and Discounts	\$ 18,000	\$ 18,000	\$ -	0.0%
8050	Phone/Communications	\$ 20,500	\$ 17,200	\$ (3,300)	-16.1%
8130	Bldg. & Equip. Rental	\$ 7,500	\$ 7,500	\$ -	0.0%
8131	Information Technology Cont'l	\$ 37,369	\$ 35,027	\$ (2,342)	-6.3%
8300	Mach. & Equip. Maintenance	\$ 700	\$ 700	\$ -	0.0%
8312	Fleet & Facilities Services	\$ 217,924	\$ 230,729	\$ 12,805	5.9%
8410	Creek Maintenance	\$ 20,000	\$ 20,000	\$ -	0.0%
8420	Tree Removal	\$ 35,400	\$ 40,000	\$ 4,600	13.0%
8500	Parks Maintenance	\$ 24,694	\$ 24,694	\$ -	0.0%
8680	Day Camp	\$ 9,850	\$ 9,850	\$ -	0.0%
8685	Before and After Care	\$ 2,000	\$ 2,000	\$ -	0.0%
8690	Self-Supporting Programs	\$ 76,690	\$ 76,690	\$ -	0.0%
8691	Community Day	\$ 3,800	\$ 3,800	\$ -	0.0%
8692	Liberty Day/Fireworks	\$ 39,100	\$ 39,100	\$ -	0.0%
8693	Halloween Parade/Trick or Treat	\$ 800	\$ 800	\$ -	0.0%
8694	Other Special Events	\$ 6,500	\$ 6,500	\$ -	0.0%
8696	Memorial Day Parade	\$ 3,900	\$ 2,500	\$ (1,400)	-35.9%
8850	George Wilson Center	\$ 1,000	\$ 1,000	\$ -	0.0%
8899	Contracted Mowing	\$ 26,695	\$ 26,695	\$ 	0.0%
Contr	actual Services Total	\$ 602,927	\$ 613,045	\$ 10,118	1.7%

CITY OF NEWARK, DELAWARE FY2019 RECOMMENDED BUDGET CONTRACTUAL SERVICES DETAIL

	Object Code - Description		Amount Requested	Use of Funds (Description)			
8020	Advertising	\$		Paid advertisement, marketing material and broader marketing			
		_		plan			
	Casualty Insurance	\$		Allocation provided by Finance			
	Insurance - Property	\$	· ·	Allocation provided by Finance			
	Insurance - Auto	\$		Allocation provided by Finance			
	Insurance - Broker	\$		Allocation provided by Finance			
	Merchant Fees and Discounts	\$		Credit Cards			
	Phone/Communications	\$,	Landline, Cell Phone Stipend and Fax Services			
8130	Bldg. & Equip. Rental	\$	7,500	Equipment rental, additional funding in 2018 for skid steerer rental for maintenance and snow removal			
8131	Information Technology Cont'l	\$	35,027	Department's share of IT costs, please see Appendix A			
	Mach. & Equip. Maintenance	\$	•	Repairs on mowers, string line trimmers, chain saws and similar items			
8312	Fleet & Facilities Services	\$	230,729	Direct charges for fleet and facilities internal services.			
8410	Creek Maintenance	\$		Creek and stream clearance of trees that have fallen into the steam and could create blockages and flooding issues			
8420	Tree Removal	\$	40,000	Tree removal and trimming to dead and potentially hazardous trees throughout our 600 + acres of park land and open space			
8500	Parks Maintenance	\$	24,694	Portable toilet rental, contractual spraying and lawn fertilization, broad leaf weed control, security gate and emergency call box repairs, maintenance supplies.			
8680	Day Camp	\$	9,850	Rittenhouse Camp, field trip and bus costs, portable toilets, UD pool and climbing wall fees, van rental			
8685	Before and After Care	\$	2,000	Guest speakers for BSC/ASC for required training, and background checks for employees			
8690	Self-Supporting Programs	\$	76,690	Bus trips, tickets for shows and field trips, portable toilets, contracted instructors, facility rentals, referees and officials			
8691	Community Day	\$	3,800	Portable Toilets, sound system, ASCAP – Music Licensing			
8692	Liberty Day/Fireworks	\$	39,100	Performers, sound system, fireworks, portable toilets, UD security, lighting, taking down track netting			
8693	Halloween Parade/Trick or Treat	\$	800	Portable Toilets and marching band performances			
8694	Other Special Events	\$		Performers, portable toilets, Music License			
8696	Memorial Day Parade	\$		Portable Toilets, performers, sound system			
	George Wilson Center	\$		Portable toilets, miscellaneous repairs and maintenance			
8899	Contracted Mowing	\$		Contracted Mowing			
Total	<u> </u>	\$	613,045				

PARKS & RECREATION DEPARTMENT FY2019 RECOMMENDED BUDGET DEPRECIATION

Object Loyel	FY2019	\$ Change over	9/ Change
Object Level	Recommended	FY2018	% Change
Depreciation Expense:	\$75,403	-\$1,997	-2.6%
		1 1 1 1 1	

Depreciation expense is calculated annually by the Department of Finance and is based upon the equipment utilized by each department. This amount will flucuate depending on asset additions and retirements, cost of assets and useful life of the assets.

Other Charges (Org: 0151145) - *Depreciation Expense Only

Object Line	2018	2019	\$ Difference	% Difference
9060 Depreciation Expense	\$ 77,400 \$	75,403	\$ (1,997)	-2.6%
Other Charges Total *	\$ 77,400 \$	75,403	\$ (1,997)	-2.6%

PARKS & RECREATION DEPARTMENT FY2019 RECOMMENDED BUDGET OTHER CHARGES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change						
Other Charges:	\$7,515	\$0	0.0%						
Annual Training, conferences,	Annual Training, conferences, workshops, continuing education credits and pool operators certification courses.								

Other Charges (Org: 0151145) - *Excluding Depreciation Expense

Object Line	2018	2019	\$ Difference	% Difference
9020 Mileage & Small Bus. Exp.	\$ 50	\$ 50	\$ -	0.0%
9070 Training	\$ 7,465	\$ 7,465	\$ -	0.0%
Other Charges Total *	\$ 7,515	\$ 7,515	\$ -	0.0%

OTHER CHARGES DETAIL

	Object Code - Description	Amount Requested	Use of Funds (Description)
9020	Mileage & Small Bus. Exp.	\$ 50	Mileage for attendance to local training
9070	Training	\$	Annual Training, conferences, workshops, continuing education credits and pool operators certification courses
Total		\$ 7,515	

PARKS & RECREATION DEPARTMENT FY2019 RECOMMENDED BUDGET INTER-DEPT. CHARGES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change
Inter-Dept. Charges:	\$335,687	\$58,284	21.0%

Billings and Accounting: Various costs of the Finance Department are allocated based on pertinent ratios; for example, the payroll function is allocated based on the percentage of equivalent personnel head count (including temporary part-time), accounts payable function is allocated by the percentage of total budget dollars, and the accounting function is allocated by an average of the two previous ratios.

Electricity: Electricity consumed at various Parks facilities, including the GWC, Olan Thomas building, various tennis and basketball courts and the community garden, as well as a portion of the City Hall consumption allocated by the square footage of the department offices compared to the total building. Meter readings are obtained by the Electric Department at the end of each year. Cost is based on budget DEMEC rate.

Information Technology: Costs are allocated based on percentage of equivalent personnel head count (including temporary part-time) with the exception of items identified specifically for utility fund items such as support for Harris billing system and smart meter network.

Mailroom and Postage: Costs associated with maintaining and operating the City's postal services are allocated based on previously observed percentages of usage by each department.

Other Indirect Expenses: Includes charges for work done by other divisions to benefit the receiving division offset by credits for work done by this division for other division. Example: For Parks, the Electric, Street, and Refuse crews performing work for Community Day.

Printing and Reproduction: The costs of supplies for copiers is allocated based on previously observed percentage of use by each department.

Records: Allocation of Records related tasks are based on departmental determination of assigned departments, divisions, and responsibilities.

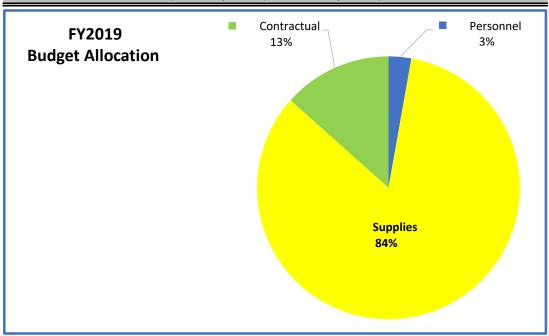
Inter-Dept. Charges

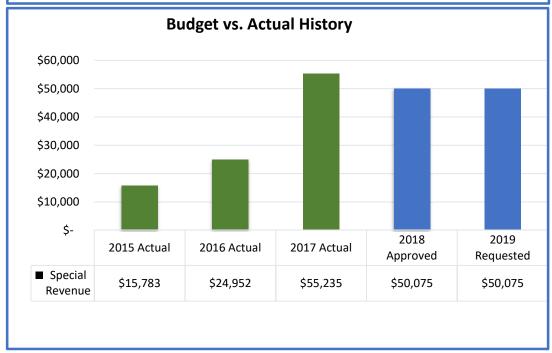
meer zeper enungee				
Object Line	2018	2019	\$ Difference	% Difference
Billings and Accounting	\$ 52,862	\$ 64,794	\$ 11,932	22.6%
Electricity	\$ 17,953	\$ 15,686	\$ (2,267)	-12.6%
Information Technology	\$ 195,375	\$ 223,221	\$ 27,846	14.3%
Mailroom and Postage	\$ -	\$ 2,677	\$ 2,677	#DIV/0!
Other Indirect Expenses	\$ 8,019	\$ 12,950	\$ 4,931	61.5%
Printing and Reproduction	\$ 3,194	\$ 3,194	\$ -	0.0%
Records	\$ -	\$ 13,165	\$ 13,165	#DIV/0!
Inter-Dept. Charges Total	\$ 277,403	\$ 335,687	\$ 58,284	21.0%

SPECIAL REVENUE PROGRAM OPERATING BUDGET

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT - SPECIAL REVENUE PROGRAM FY2019 BUDGET RECOMMENDATION

Object Level	FY2018 Approved	FY2019 Recommended	FY2018 oproved vs. FY2019 Recomm'd	% Incr (Decr) over FY2018 Approved
Personnel Services	\$ 1,400	\$ 1,400	\$ -	0.0%
Materials and Supplies	\$ 41,975	\$ 41,975	\$ -	0.0%
Contractual Services	\$ 6,700	\$ 6,700	\$ -	0.0%
Total:	\$ 50,075	\$ 50,075	\$ -	0.0%

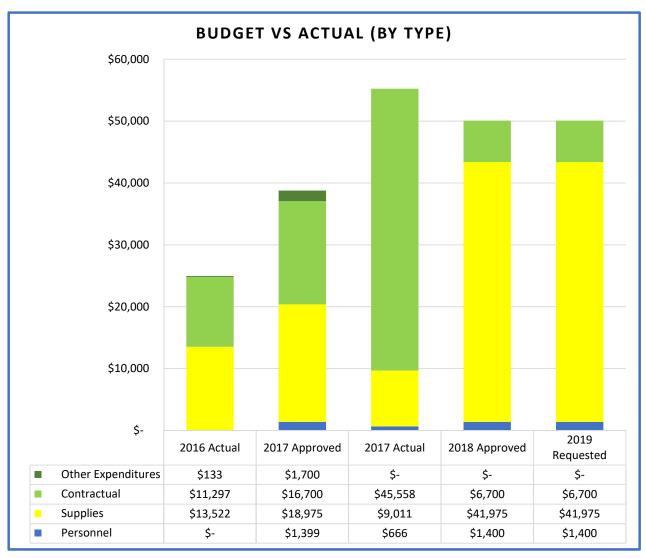




CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT - SPECIAL REVENUE PROGRAM FY2019 BUDGET RECOMMENDATION

Object Level (¢)		2016	2017	2017	2018	2019
Object Level (\$)		Actual	Approved	Actual	Approved	Requested
Personnel Services	\$	-	\$ 1,399	\$ 666	\$ 1,400	\$ 1,400
Materials and Supplies	\$	13,522	\$ 18,975	\$ 9,011	\$ 41,975	\$ 41,975
Contractual Services	\$	11,297	\$ 16,700	\$ 45,558	\$ 6,700	\$ 6,700
Other Expenditures	\$	133	\$ 1,700	\$ -	\$ -	\$ -
Total:	\$	24,952	\$ 38,774	\$ 55,235	\$ 50,075	\$ 50,075

Object Level (%)	2016	2017	2017	2018	2019
Object Level (%)	Actual	Approved	Actual	Approved	Requested
Personnel Services	0.0%	3.6%	1.2%	2.8%	2.8%
Materials and Supplies	54.2%	48.9%	16.3%	83.8%	83.8%
Contractual Services	45.3%	43.1%	82.5%	13.4%	13.4%
Other Expenditures	0.5%	4.4%	0.0%	0.0%	0.0%
Total:	100.0%	100.0%	100.0%	100.0%	100.0%



PARKS & RECREATION - SPECIAL REVENUE FY2019 RECOMMENDED BUDGET PERSONNEL SERVICES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change
Personnel Services:	\$1,400	\$0	0.0%
Instructors for Safe Kids Camp.			

Personnel Services (Org: 1351302)

Object Line	2018	2019	\$ Difference	% Difference
6690 Self-Supporting Programs (Proj: 1141)	\$ 1,300	\$ 1,300	\$ -	0.0%
6930 Social Security Taxes (Proj: 1141)	\$ 100	\$ 100	\$ -	0.0%
Personnel Services Total	\$ 1,400	\$ 1,400	\$ -	0.0%

PARKS & RECREATION - SPECIAL REVENUE FY2019 RECOMMENDED BUDGET MATERIALS AND SUPPLIES

Object Loyal	FY2019	\$ Change over	% Change
Object Level	Recommended	FY2018	% Change
Materials/Supplies:	\$41,975	\$0	0.0%
Supplies for sponsored programs	s and events and traffic island plant mate	rials.	

Materials/Supplies (Org: 1351303)

Object Line	2018	2019	:	\$ Difference	% Difference
7500 Parks Maintenance Supplies (Proj: 1142)	\$ 25,000	\$ 25,000	\$	-	0.0%
7501 Island Beautification Supplies (Proj: 1143)	\$ 13,775	\$ 13,775	\$	-	0.0%
7550 Miscellaneous Supplies (Proj: 1150)	\$ 700	\$ 700	\$	-	0.0%
7690 Self-Supporting Prog Supplies (Proj: 1141)	\$ 2,500	\$ 2,500	\$	-	0.0%
Materials/Supplies Total	\$ 41,975	\$ 41,975	\$	-	0.0%

MATERIALS AND SUPPLIES DETAIL

	Object Code - Description	Amount Requested	Use of Funds (Description)
7500	Parks Maintenance Supplies (Proj: 1142)	\$ 25,000	Donations received for Mayor's events - money only spent when revenues generated for these purchases
7501	Island Beautification Supplies (Proj: 1143)	\$ 13,775	Plant material, mulch and supplies for sponsored islands - revenue generated from Traffic Island Beautification Program
7550	Miscellaneous Supplies (Proj: 1150)	\$ 700	Supplies for the Community Garden
7690	Self-Supporting Prog Supplies (Proj: 1141)	\$ 2,500	Supplies for Safe Kids Camp
Total		\$ 41,975	

PARKS & RECREATION - SPECIAL REVENUE FY2019 RECOMMENDED BUDGET CONTRACTUAL SERVICES

Object Level	FY2019 Recommended	\$ Change over FY2018	% Change				
Contractual Services:	\$6,700	\$0	0.0%				
Contractual Services and equipm	Contractual Services and equipment rental for beautification program.						

Contractual Services (Org: 1351304)

Obje	ct Line	2018	2019	Ş	\$ Difference	% Difference
8130	Building and Equipment Rental (Proj: 1143)	\$ 1,200	\$ 1,200	\$	-	0.0%
8500	Parks Maintenance (Proj: 1142)	\$ 5,000	\$ 5,000	\$	-	0.0%
8690	Self-Supporting Prog (Proj: 1141)	\$ 500	\$ 500	\$	-	0.0%
Contr	actual Services Total	\$ 6,700	\$ 6,700	\$	-	0.0%

CONTRACTUAL SERVICES DETAIL

	Object Code - Description	Amount Requested	Use of Funds (Description)
8130	Building and Equipment Rental (Proj: 1143)	\$ 1,200	Equipment rental for island beautification
8500	Parks Maintenance (Proj: 1142)	\$ 5,000	Contracted perfomers, portable toilets
8690	Self-Supporting Prog (Proj: 1141)	\$ 500	Safe Kids Camp contracted guest speakers
Total		\$ 6,700	

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CAPITAL IMPROVEMENT PROJECTS (2019 - 2023)

CITY OF NEWARK CAPITAL IMPROVEMENTS PROGRAM 2019-2023 PARKS & RECREATION DEPARTMENT - GENERAL FUND

			201	9						
Project Number	Project Name	2018 Budget	Reserves & Other Funding	Current Funding	2019	2020	2021	2022	2023	TOTAL
11703	Recreation Management Software	\$0	\$30,000	\$58,500	\$88,500	\$0	\$0	\$0	\$0	\$88,500
K1704	Lumbrook Park Pavilion	0	0	0	0	45,000	0	0	0	45,000
K1705	Preston's Playground Utility Lines	124,084	60,000	0	60,000	0	0	0	0	60,000
K1601	Charles Emerson Bicycle/Pedestrian Bridge	500,000	1,150,000	100,000	1,250,000	0	0	0	0	1,250,000
K1605	Redd Park Trail Improvements	32,000	0	0	0	32,000	30,000	0	0	62,000
K1501	Iron Glen Park Master Plan	0	0	0	0	0	50,000	0	0	50,000
K1502	Fitness Stations	20,000	0	0	0	21,108	0	0	0	21,108
K1301	Hard Surface Facilities Improvements	50,000	145,000	0	145,000	422,000	280,000	238,000	55,000	1,140,000
K1305	Pomeroy Trail Connector	150,000	0	11,000	11,000	0	0	0	0	11,000
K1202	Kershaw Park Improvements	0	0	0	0	0	200,000	0	0	200,000
K1203	Old Paper Mill Park Improvements	0	0	100,000	100,000	0	600,000	600,000	0	1,300,000
K0908	Children's Play Equipment	3,550	0	60,000	60,000	40,000	40,000	16,450	60,000	216,450
KEQSF	Equipment Replacement Program	62,000	166,613	78,387	245,000	25,000	28,000	90,000	0	388,000
		\$941,634	\$1,551,613	\$407,887	\$1,959,500	\$585,108	\$1,228,000	\$944,450	\$115,000	\$4,832,058
	GROSS CAPITAL IMPROVEMENTS	\$941,634	\$1,551,613	\$407,887	\$1,959,500	\$585,108	\$1,228,000	\$944,450	\$115,000	\$4,832,058
	LESS: USE OF RESERVES	(46,084)	(30,000)	0	(30,000)	0	0	0	0	(30,000)
	VEHICLE/EQUIPMENT REPLACEMENT	(62,000)	(166,613)	0	(166,613)	(17,971)	(27,331)	(80,379)	0	(292,294)
	GRANTS	(723,550)	(910,000)	0	(910,000)	(52,000)	(30,000)	0	0	(992,000)
	BOND ISSUES	(50,000)	(145,000)	0	(145,000)	(422,000)	(280,000)	(238,000)	0	(1,085,000)
	OTHER FINANCING SOURCES	0	(300,000)	0	(300,000)	0	0	0	0	(300,000)
	NET CAPITAL IMPROVEMENTS	\$60,000	\$0	\$407,887	\$407,887	\$93,137	\$890,669	\$626,071	\$115,000	\$2,132,764



PROJECT TITLE: Recreation Management Software PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$ 88,500

CARRYOVER FUNDING: \$
TOTAL FUNDING: \$ 88,500

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Municipal Building					
PROJECT PRIORITY:	3 - Medium-High					
	king a calculated risk in the deferral of this item					
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:						
Not Applicable						

§ 806.1(3) SUMMARY OF PROJECT	DA	TA
First Year in Program:		2017
Est. Completion Date:		2019
Est. Useful Life (in years):		10
Est. Total Cost:	\$	88,500
Est. Spend @ 12/31/2018 (if underway) :	\$	-
% Complete (if underway):		0.0%
Balance to be funded¹:	\$	88,500
1		

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION	ACCOUNT NUMBER		AMOUNT				
Labor:							
Materials:							
Other Contracts:	\$	88,500					
TOTAL PRO	\$	88,500					

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

The City's Recreation Management Software is due for replacement. The current system, implemented in the late 2000's has become antiquated and is no longer efficient for managing our complex recreation programs and services to Newark residents. These services include summer camps, sports, after-school care and other recreation events across the City. This software replacement is anticipated to further merge our internal operations along the Tyler Technologies Munis platform, allowing for shared database information, cashiering and reporting.

Currently scheduled for 2019 (\$88,500)

Replacement for legacy software that is no longer supported

Software responsible for Before/After School Care, Sports Activities and GWC Programs

3 Solutions being considered

Will provide online portal for residents

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -	58,500					\$ 58,500
CAPITAL RESERVES				\$ -	30,000					\$ 30,000
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ 88,500
§ 806.1(4) ESTIMATED ANNUAL COST O	F	OPE	RATING IMPACT	ī:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR A	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Lumbrook Park Pavilion
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$
TOTAL FUNDING: \$

45,000

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Lumbrook Park					
PROJECT PRIORITY:	4 - Medium					
	WANT, but no significant risk in the deferral of this item					
COMPREHENSIVE DEVE	LOPMENT PLANNING VISION ELEMENT:					
	Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT DATA						
First Year in Program:		2017				
Est. Completion Date:		2020				
Est. Useful Life (in years):		40				
Est. Total Cost:	\$	45,000				
Est. Spend @ 12/31/2018 (if underway):	\$	-				
% Complete (if underway):		0.0%				
Balance to be funded¹:	\$	45,000				

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION	ACCOUNT NUMBER		AMOUNT				
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9620	\$	45,000				
TOTAL PRO	\$	45,000					

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

Purchase and construct a shelter with concrete floor and picnic tables. This would replace the current shelter that is over 37 years old, leaking and in need of replacement.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Estimated Expenditures 03/31/18 - 12/31/18	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -		45,000				\$ 45,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
§ 806.1(4) ESTIMATED ANNUAL COST OF	F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Preston's Playground and Utility Lines PROJECT STATUS:

In Progress (with end date)

FUNDING SUMMARY: NEW FUNDING: \$ 60,000 CARRYOVER FUNDING: \$ TOTAL FUNDING: \$ 60,000

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Preston's Playground at Reservoir					
PROJECT PRIORITY:	4 - Medium					
	WANT, but no significant risk in the deferral of this item					
COMPREHENSIVE DEVE	LOPMENT PLANNING VISION ELEMENT:					
	Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT DATA							
First Year in Program:	2017						
Est. Completion Date:	2019						
Est. Useful Life (in years):	50						
Est. Total Cost:	\$ 190,334						
Est. Spend @ 12/31/2018 (if underway):	\$ 130,334						
% Complete (if underway):	68.5%						
Balance to be funded¹:	\$ 60,000						

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION	ACCOUNT NUMBER		AMOUNT				
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9620	\$	60,000				
TOTAL PRO	TOTAL PROJECT COST						

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

The scope of the Preston's Playground project at the Newark reservoir has been expanded to include a permanent restroom that will house two family restrooms. Currently there is a handicapped portable toilet unit at the reservoir; this will not be conductive when Preston's Playground is completed. The handicapped units will have a smaller holding tank and get filled quicker than a regular unit. Children with special needs who will be utilizing the playground may need to have a family member assist them while using the restrooms. Portable toilets are not convenient for more than one individual at a time. The permanent unit will not only serve the Preston's Playground users but the reservoir users as well, making it more convenient for all park visitors. City Council approved including this in the 2017-2021 Capital Program by Resolution No. 16-J adopted May 9, 2016.

The project has been awarded a \$78,000 grant from The Delaware Outdoor Recreation, Parks and Trail (ORPT) Grant Program for the playground project.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -						\$ -
CAPITAL RESERVES	52,334	1,000	51,334	\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS ORPT	78,000		78,000	\$ -	60,000					\$ 60,000
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 130,334	\$ 1,000	\$ 129,334	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
§ 806.1(4) ESTIMATED ANNUAL COST C)F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR A	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Charles Emerson Bicycle/Pedestrian Bridge PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY: NEW FUNDING: CARRYOVER FUNDING: \$

TOTAL FUNDING: \$ 1,250,000

CAPITAL BUDGET - PROJECT DETAIL					
DEPARTMENT:	Parks & Recreation				
DIVISION:	Parks & Recreation				
FUND:	General				
PROJECT LOCATION:	Curtis Mill & Kershaw Parks at Paper Mil				
PROJECT PRIORITY:	1 - Highest Priority Level				
Project underway and must be completed					
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:					
Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT	DATA
First Year in Program:	2016
Est. Completion Date:	2019
Est. Useful Life (in years):	50
Est. Total Cost:	\$ 1,750,000
Est. Spend @ 12/31/2018 (if underway):	\$ 500,000
% Complete (if underway):	28.6%
Balance to be funded¹:	\$ 1,250,000

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOUNT							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9620	\$	1,250,000				
TOTAL PROJECT COST \$ 1,250,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

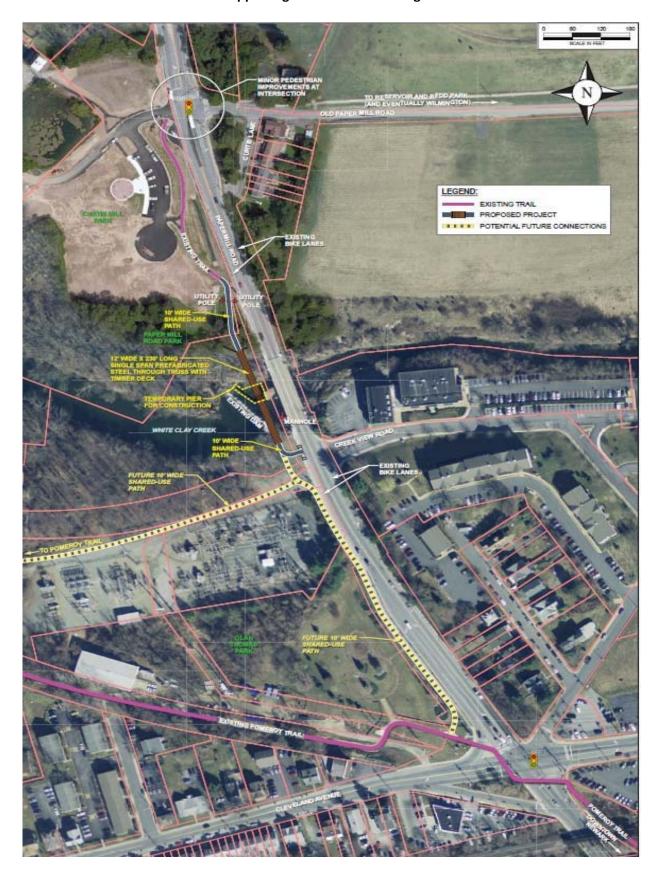
This project included in the 2011 Master Plan created for Curtis Mill Park, Kershaw Parking Lot Improvements and Old Paper Mill Road Park. Placement of a bicycle/pedestrian bridge over the White Clay Creek connecting Curtis Mill Park and Kershaw Park. Federal Highway Administration "Alternative Transportation Program" (TAP) funding has been secured for the project in the amount of \$1,000,000.00. The funds will be distributed to DelDOT. DelDOT and their consultant (Whitman Requardt) will do the permitting, surveying, construction contract preparation and project over site. Newark will assume maintenance responsibilities once built. The project requires 20% (\$200,000.00) local match. We have received approval from DTF for a \$200,000.00 grant to fund the local match requirement.

The city has also obtained additional funding for this project:

\$200,000.00 from New Castle County, \$150,000.00 from Legislation Community Transportation Fund, \$100,000.00 from the University of Delaware and an additional \$100,000.00 from the DTF Grant. The project has a total of \$1,550,000.00 in funding secured.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Estimated Expenditures 03/31/18 - 12/31/18	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES	100,000		100,000	\$ -	100,000					\$ 100,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS SORPT, FHWA, DTF & CTF	400,000		400,000	\$ -	850,000					\$ 850,000
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER NCC (200K) & UD (100K)				\$ -	300,000					\$ 300,000
TOTAL:	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000
§ 806.1(4) ESTIMATED ANNUAL COST O	F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -

K1601: Charles Emerson Bicycle/Pedestrian Bridge Supporting Documentation - Page 1



K1601: Charles Emerson Bicycle/Pedestrian Bridge Supporting Documentation - Page 2





PROJECT TITLE: Redd Park Trail Improvements In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$
TOTAL FUNDING: \$

\$ -\$ **62,000**

CAPITAL BUDGET - PROJECT DETAIL					
DEPARTMENT:	Parks & Recreation				
DIVISION:	Parks & Recreation				
FUND:	General				
PROJECT LOCATION:	William Redd Park				
PROJECT PRIORITY:	4 - Medium				
This project is a NEED and not	a WANT, but no significant risk in the deferral of this item				
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:					
Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT DATA							
First Year in Program:	2016						
Est. Completion Date:	2021						
Est. Useful Life (in years):	20						
Est. Total Cost:	\$ 101,932						
Est. Spend @ 12/31/2018 (if underway):	\$ 39,932						
% Complete (if underway):	39.2%						
Balance to be funded¹:	\$ 62,000						

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOUNT							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9620	\$	62,000				
TOTAL PROJECT COST \$ 62,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

This request is to fund the completion of trail surface amendments and to purchase materials to construct and install a footbridge over a tributary of Jenney's Run, and create a trail addition for the Redd Park Trail Network. We will be requesting funding through the State's Recreation Trail Program (RTP). The program requires a 20% local match. This trail addition will connect Redd Park and the Newark Reservoir Trails to Paper Mill Road near the Thompson Station Intersection and easy access to the State of Delaware's Tri-Valley Trail.

If the grant funding is not formally approved, this project will be deferred.

				PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:		Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES					\$ -						\$ -
CAPITAL RESERVES					\$ -						\$ -
EQUIPMENT REPLACEMENT					\$ -						\$ -
GRANTS RTP.	/CTF	39,932		39,932	\$ -		32,000	30,000			\$ 62,000
BOND ISSUES					\$ -						\$ -
STATE REVOLVING LOAN					\$ -						\$ -
OTHER (SPE	CIFY)				\$ -						\$ -
TOTAL:		\$ 39,932	\$ -	\$ 39,932	\$ -	\$ -	\$ 32,000	\$ 30,000	\$ -	\$ -	\$ 62,000
§ 806.1(4) ESTIMATED	ANNUAL COST OF		OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINII	NG PROJECT OR AS	SET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Iron Glen Park Master Plan PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$
TOTAL FUNDING: \$

\$ 50,000 \$ -\$ 50,000

CAPITAL BUDGET - PROJECT DETAIL					
DEPARTMENT:	Parks & Recreation				
DIVISION:	Parks & Recreation				
FUND:	General				
PROJECT LOCATION:	Iron Glen Park, Elkton Road				
PROJECT PRIORITY:	4 - Medium				
	WANT, but no significant risk in the deferral of this item				
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:					
Healthy & Active Community					

DATA	
	2015
	2021
	50
\$	50,000
\$	-
	0.0%
\$	50,000
	\$ \$ \$

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOUNT							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9620	\$	50,000				
TOTAL PROJECT COST \$ 50,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

In 1994 Newark acquired this 12.7 acre parcel. The purchase was funded by the Delaware Land and Water Conservation Trust Fund (DTF). A stipulation when using DTF funding is that the property must be utilized for public outdoor recreation. For the past 12 years the site has been used as one of the City's leaf and yard waste sites. That operation is being relocated. This project is to have a master plan completed for the parkland.

Moved to 2021 to align project with DelDot improvements for Elkton Rd. and the signalization of the park entrance.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -			50,000			\$ 50,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000
§ 806.1(4) ESTIMATED ANNUAL COST O	F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Fitness Stations

PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$ 20,000

CARRYOVER FUNDING: \$ 1,108

TOTAL FUNDING: \$ 21,108

CAPITAL	BUDGET - PROJECT DETAIL
DEPARTMENT:	Parks & Recreation
DIVISION:	Parks & Recreation
FUND:	General
PROJECT LOCATION:	Along trails: Hall, Pomeroy and others
PROJECT PRIORITY:	4 - Medium
	a WANT, but no significant risk in the deferral of this item
COMPREHENSIVE DEVE	ELOPMENT PLANNING VISION ELEMENT:
	Healthy & Active Community

DATA
2015
2020
12
\$ 21,108
\$ -
0.0%
\$ 21,108

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOL							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	\$	21,108					
TOTAL PROJECT COST \$ 21,108							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

The department has received requests to install fitness stations along trails. This program started in 2015 with four (4) stations placed along the Hall Trail. This first phase was funded by revenues from the Mayor's Masquerade Run. This funding will be used to install added fitness amenities along the Hall and Pomeroy Trails and other locations throughout the park system.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES	1,108			\$ 1,108		1,108				\$ 1,108
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -		20,000				\$ 20,000
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 1,108	\$ -	\$ -	\$ 1,108	\$ -	\$ 21,108	\$ -	\$ -	\$ -	\$ 21,108
§ 806.1(4) ESTIMATED ANNUAL COST C)F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR A	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Hard Surface Facilities Improvements Reoccurring (with no end date)

FUNDING SUMMARY:

NEW FUNDING: \$ 1,140,000
CARRYOVER FUNDING: \$ -

RYOVER FUNDING: \$ TOTAL FUNDING: \$ 1,140,000

CAPITAL BUDGET - PROJECT DETAIL					
DEPARTMENT:	Parks & Recreation				
DIVISION:	Parks & Recreation				
FUND:	General				
PROJECT LOCATION:	Various				
PROJECT PRIORITY:	2 - High Priority Level				
Critical need to remedia	te failing service, prevent failure, or generate savings				
COMPREHENSIVE DEV	ELOPMENT PLANNING VISION ELEMENT:				
	Healthy & Active Community				

§ 806.1(3) SUMMARY OF PROJECT DATA							
First Year in Program:		Perpetual					
Est. Completion Date:		Perpetual					
Est. Useful Life (in years):		20					
Est. Total Cost:	\$	1,326,042					
Est. Spend @ 12/31/2018 (if underway):	\$	186,042					
% Complete (if underway):		14.0%					
Balance to be funded¹:	\$	1,140,000					

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOUN							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	\$	1,140,000					
TOTAL PROJECT COST \$ 1,140,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

The city's inventory of hard surface facilities, such as multi-purpose courts, street hockey courts, tennis courts, parking lots, hard surface trails, basketball courts, etc. are evaluated each year and scheduled for periodic replacement, upgrades and/or resurfacing. 2018 projects completed included the Phillips Park parking lot expansion and overlay and basketball court overlay, Leroy Hill Park parking lot overlay and George Wilson Center parking lot overlay.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Estimated Expenditures 03/31/18 - 12/31/18	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -					55,000	\$ 55,000
CAPITAL RESERVES	136,042	80,109	55,933	\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES	50,000		50,000	\$ -	145,000	422,000	280,000	238,000		\$ 1,085,000
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 186,042	\$ 80,109	\$ 105,933	\$ -	\$ 145,000	\$ 422,000	\$ 280,000	\$ 238,000	\$ 55,000	\$ 1,140,000
§ 806.1(4) ESTIMATED ANNUAL COST OF	F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Pomeroy Trail Connector PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$

RYOVER FUNDING: \$ TOTAL FUNDING: \$ 11,000

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Fremont Rd (Fairfield Crest) to Creek Rd					
PROJECT PRIORITY:	4 - Medium					
This project is a NEED and not	a WANT, but no significant risk in the deferral of this item					
COMPREHENSIVE DEVI	ELOPMENT PLANNING VISION ELEMENT:					
	Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT DATA							
First Year in Program:	2014						
Est. Completion Date:	2019						
Est. Useful Life (in years):	10						
Est. Total Cost:	\$ 161,000						
Est. Spend @ 12/31/2018 (if underway):	\$ 150,000						
% Complete (if underway):	93.2%						
Balance to be funded¹:	\$ 11,000						

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION ACCOUNT NUMBER AMOUNT							
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9622	\$	11,000				
TOTAL PROJECT COST \$ 11,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

Surface improvements to the maintenance road/trail leading from Fremont Road (Fairfield Crest) to Creek Road and nearby access to the Pomeroy Trail. The maintenance Road is located within a utility easement the City has with the University of Delaware. The City will commit to making the improvements and long term maintenance to the road/trail. This project is an important connection to trails East and West. Will attempt to secure Recreation Trails Grant Funding, other grant sources and bond bill funding for this project. Work will include asphalt paving, engineering and storm water management as well as improved lighting.

PROJECT FINANCING BY PLAN			N YEAR							
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Estimated Expenditures 03/31/18 - 12/31/18	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES	60,000	13,698	46,302	\$ -	11,000					\$ 11,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)	90,000		90,000	\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 150,000	\$ 13,698	\$ 136,302	\$ -	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000
§ 806.1(4) ESTIMATED ANNUAL COST C)F	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR A	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Kershaw Park Improvements PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$

YOVER FUNDING: \$ TOTAL FUNDING: \$ 200,000

CADITAL	BUDGET - PROJECT DETAIL						
CAFITAL BODGET - PROJECT DETAIL							
DEPARTMENT:	Parks & Recreation						
DIVISION:	Parks & Recreation						
FUND:	General						
PROJECT LOCATION:	Kershaw Park						
PROJECT PRIORITY:	4 - Medium						
This project is a NEED and not	a WANT, but no significant risk in the deferral of this item						
COMPREHENSIVE DEVI	ELOPMENT PLANNING VISION ELEMENT:						
	Healthy & Active Community						

DATA	
	2012
	2021
	50
\$	200,000
\$	-
	0.0%
\$	200,000
	\$ \$

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION		AMOUNT					
Labor:		\$	-				
Materials:		\$	-				
Other Contracts:	3063006.9622	\$	200,000				
TOTAL PROJECT COST \$ 200,000							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

The project is included in the 2011 Master Plan which was created for this site as well as the Curtis Mill Park and Old Paper Mill Road Park. The Curtis Mill Park project was completed in 2015. The project includes parking lot improvements and creating a Pomeroy Trail connection from Paper Mill Road on the South side of the White Clay Creek Bridge. Project Scope: Design and engineering, survey, permitting and construction management and landscaping. Parking lot improvements and creating a Pomeroy Trail connection from Paper Mill Road just across the South side of the White Clay Creek Bridge.

Funding for this project has been moved to 2021.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Estimated Expenditures 03/31/18 - 12/31/18	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -			200,000			\$ 200,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
§ 806.1(4) ESTIMATED ANNUAL COST OF	=	OPE	RATING IMPACT	ī:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT TITLE: Old Paper Mill Park Improvements PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:NEW FUNDING: \$
CARRYOVER FUNDING: \$

YOVER FUNDING: \$ -TOTAL FUNDING: \$ 1,300,000

1,300,000

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Old Paper Mill Rd					
PROJECT PRIORITY:	4 - Medium					
	a WANT, but no significant risk in the deferral of this item					
COMPREHENSIVE DEVE	LOPMENT PLANNING VISION ELEMENT:					
	Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT DATA							
First Year in Program:		2019					
Est. Completion Date:		2022					
Est. Useful Life (in years):		50					
Est. Total Cost:	\$ 1,3	300,000					
Est. Spend @ 12/31/2018 (if underway):	\$	-					
% Complete (if underway):		0.0%					
Balance to be funded¹:	\$ 1,3	300,000					

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY						
CLASSIFICATION		AMOUNT				
Labor:		\$	-			
Materials:		\$	-			
Other Contracts:	3063006.9620	\$	1,300,000			
TOTAL PRO	\$	1,300,000				

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

A master plan for this project was completed in 2011, an updated plan will need to be developed.

New park construction:

-Project Scope:

Installation of a new parking lot in 2019 to assist with overflow parking at the reservoir due to the construction of Preston's Playground and events at the reservoir. 2019 will also include updating the master plan for Old Paper Mill Park. Outlying years would include engineering, surveying, permitting, construction contract preparation, construction management and park construction. Will attempt to secure grant funding.

Moved 2019 and 2020 years to 2021 and 2022 per Council approval of Emerson Bridge, and reduced the total project costs by \$600,000.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -	100,000		600,000	600,000		\$ 1,300,000
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ 1,300,000
§ 806.1(4) ESTIMATED ANNUAL COST OF	=	OPE	RATING IMPACT	Γ:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



Children's Play Equipment PROJECT TITLE: Reoccurring (with no end date) **PROJECT STATUS:**

FUNDING SUMMARY:

NEW FUNDING: \$

CARRYOVER FUNDING: \$ TOTAL FUNDING: \$ 216,450

CAPITAL BUDGET - PROJECT DETAIL						
DEPARTMENT:	Parks & Recreation					
DIVISION:	Parks & Recreation					
FUND:	General					
PROJECT LOCATION:	Various					
PROJECT PRIORITY:	2 - High Priority Level					
Critical need to remedia	te failing service, prevent failure, or generate savings					
COMPREHENSIVE DEV	ELOPMENT PLANNING VISION ELEMENT:					
	Healthy & Active Community					

§ 806.1(3) SUMMARY OF PROJECT	DATA
First Year in Program:	2009
Est. Completion Date:	Perpetual
Est. Useful Life (in years):	12
Est. Total Cost:	\$ 235,803
Est. Spend @ 12/31/2018 (if underway) ¹ :	\$ 19,353
% Complete (if underway):	8.2%
Balance to be funded¹:	\$ 216,450

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY							
CLASSIFICATION	ACCOUNT NUMBER		AMOUNT				
Labor:		\$	-				
Materials:		\$	1				
Other Contracts:	3063006.9620	\$	216,450				
TOTAL PROJECT COST \$ 216,450							

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

Replace old and install new childrens play equipment to comply with current Playground Safety standards. 2019 replacement funds are for Dickey Park and various pieces and repairs throughout the park system.

			PROJECT FIN	ANCING BY PLA	N YEAR					
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -	60,000	40,000	40,000	16,450	60,000	\$ 216,450
CAPITAL RESERVES	19,353		19,353	\$ -						\$ -
EQUIPMENT REPLACEMENT				\$ -						\$ -
GRANTS				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 19,353	\$ -	\$ 19,353	\$ -	\$ 60,000	\$ 40,000	\$ 40,000	\$ 16,450	\$ 60,000	\$ 216,450
§ 806.1(4) ESTIMATED ANNUAL COST O	=	OPE	RATING IMPACT	ī:	2019	2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -



PROJECT NO: KEQSF

PROJECT TITLE: Equipment Replacement Program PROJECT STATUS: Reoccurring (with no end date)

FUNDING SUMMARY:

NEW FUNDING: \$
CARRYOVER FUNDING: \$

RYOVER FUNDING: \$ TOTAL FUNDING: \$ 388,000

CAPITAL BUDGET - PROJECT DETAIL					
DEPARTMENT:	Parks & Recreation				
DIVISION:	Parks & Recreation				
FUND:	General				
PROJECT LOCATION:	Various				
PROJECT PRIORITY:	1 - Highest Priority Level				
Project underway and must be completed					
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:					
	Sustainable Community				

§ 806.1(3) SUMMARY OF PROJECT DATA							
F	Perpetual						
	Perpetual						
	10						
\$	450,000						
\$	62,000						
	13.8%						
\$	388,000						
	[

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY						
CLASSIFICATION	ACCOUNT NUMBER		AMOUNT			
Labor:		\$	-			
Materials:		\$	-			
Other Contracts:	3063026.9623	\$	388,000			
TOTAL PRO	\$	388,000				

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) **DESCRIPTION & JUSTIFICATION**:

Planned advance funding accumulated through depreciation to replace essential equipment when necessary.

Please see the attached schedule.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/18	Expenditures	Estimated Authorized Balance ² 12/31/18	2019	2020	2021	2022	2023	TOTAL 5 Year CIP
CURRENT RESOURCES				\$ -	78,387	7,029	669	9,621		\$ 95,706
CAPITAL RESERVES				\$ -						\$ -
EQUIPMENT REPLACEMENT	62,000	61,857	143	\$ -	166,613	17,971	27,331	80,379		\$ 292,294
GRANTS (SPECIFY)				\$ -						\$ -
BOND ISSUES				\$ -						\$ -
STATE REVOLVING LOAN				\$ -						\$ -
OTHER (SPECIFY)				\$ -						\$ -
TOTAL:	\$ 62,000	\$ 61,857	\$ 143	\$ -	\$ 245,000	\$ 25,000	\$ 28,000	\$ 90,000	\$ -	\$ 388,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING IMPACT:						2020	2021	2022	2023	TOTAL
OPERATING / MAINTAINING PROJECT OR AS	SSET	INCREMENT	AL COSTS (NET S	SAVINGS)						\$ -

APPENDICES

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT APPENDIX A - OBJECT CODE 8131 (2018 & 2019 BUDGET COMPARISON)

Code 2019 IT Annual Operating Expenses	2018	Budget	20:	19 Budget	. (Over/Under	Description
8131 Adobe Creative Suite Annual Maintenance - Allocated (2)	\$ 1,	,800.00	\$	2,000.00	\$	200.00	Web and Graphic Design Software
8131 Advantech	\$	-	\$	1,500.00	\$	1,500.00	GWC
8131 Comcast / Verizon 303 New London Road (GWC) \$105.15	\$ 1,	,357.62	\$	1,357.62	\$	-	Internet Connection
8131 Esri Small Government ELA - Allocated	\$ 5,	,000.00	\$	5,000.00	\$	-	GIS Server, Client, Cloud Licensing
8131 Maximum Solutions/Active - Hosting - Parks Registration Software	\$ 7,	,200.00	\$	7,500.00	\$	300.00	Recreation Registration and Tracking Software (replacement scheduled for 2018)
8131 Tyler Technologies Munis Annual Maintenance - Allocated	\$ 7,	,614.39	\$	8,743.54	\$	1,129.15	Tyler Technologies Munis - Finance and Accounting, Taxes, Permitting, Licenses, Work Order Management
8131 Verizon - Cellular/Data - Allocated	\$ 2,	,400.00	\$	2,400.00	\$	-	Computer Mobile Internet Connectivity
8131 VOIP Networks - Cloud9 VOIP Subscription - Allocated	\$ 5,	,735.29	\$	4,513.89	\$	(1,221.40)	VOIP Phone System
8131 Canon Financial - Copier Lease - Allocated	\$ 6,	,261.84	\$	2,011.63	\$	(4,250.21)	Canon Copier Leases
8131 Subtotal:	\$ 37	7,369.14	\$	35,026.68	\$	(2,342.46)	
8131 Actual Budgeted Numbers	\$ 37,	,369.00	\$	35,027.00	\$	(2,342.00)	

CITY OF NEWARK, DELAWARE PARKS & RECREATION DEPARTMENT DOCUMENT VERSION CONTROL

Date:	Version:	Description of Change(s):
8/20/18	1	Initial Submission (Version 1)