

2015

GENERAL OPERATING

BUDGET

DRAFT 2014-11-10



Table of Contents

2015 General Operating Budget Message.....	(i)
Summary.....	1
Electric Fund	19
Water Fund	29
Sewer Fund	45
Public Works & Water Resources – General Fund	51
Public Works & Water Resources – Refuse Division.....	51
Public Works & Water Resources – Engineering Division.....	57
Public Works & Water Resources – Street Division	63
Planning & Development	69
Planning & Development – Planning Division.....	69
Planning & Development – Code Enforcement Division	79
Planning & Development – Parking Division.....	85
Police Department	91
Parks & Recreation	105
Administrative – Management Division	119
Legislative	129
Alderman’s Court	137
Finance	145
Other Departments	155
Debt Service Fund	155
Capital Projects Fund	157
Community Development Fund.....	159
Law Enforcement Fund	161
Public Works & Water Resources – Maintenance Division	165
Self-Insurance Fund	171
Other Post-Employment Benefits Fund	171
Administrative Department – Information Technology Division.....	173
Downtown Newark Partnership Fund	179



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November 13, 2014

Newark City Council
City of Newark, Delaware

2015 GENERAL OPERATING BUDGET MESSAGE

The Honorable Mayor and Members of City Council:

On behalf of the Administrative and Financial Divisions of the City of Newark, with support from all departmental units, I am pleased to submit our recommended 2015 General Operating Budget for your review and consideration. This budget represents the City's financial plan for the next fiscal year with a look to recent years' experiences and a nod to future opportunities. As such, it provides for ongoing services the City will provide to our community and identifies the revenue sources, including utility fund transfers, grants and other funding that will support the full efforts of our dedicated employees on behalf of our citizens. This document was developed based on a prioritization of needs, revenue and cost assumptions, ideals for a well-rounded community, and a view towards the future. In the coming year, we will continue to consider and evaluate options for increased operational efficiencies. The primary goals of the 2015 General Operating Budget are to address the needs of our community while positioning ourselves to take advantage of innovative and progressive efforts to reduce the future costs of maintaining current service levels. Developing meaningful partnerships, embracing efforts for economic development, improving our use of technology and communication with our citizens are of utmost importance. Additionally, the diversification of revenue sources, reducing our reliance on transfers from the utility funds and seeking payment in lieu of taxes (PILOT) support from the state to offset 44% in tax exempt property are initiatives that will continue to be a major focus of our efforts to support the General Fund and the quality of life offerings to our community. The decisions we make should seek to position our organization to support the level of services provided in a more sustainable fashion in 2015 and beyond.

As we move towards 2015, it is important that we fully understand the measures that have been taken to control costs by working smarter and more efficiently. Our administrative team, along with the support and involvement of department directors and front line supervisors, has implemented initiatives that are projected to result in at least \$3 million in savings from 2012 through the end of 2015. The merge of the Public Works and Water and Waste Water Departments allows for \$1.2 million of these

savings, as well as the correction of significant operational concerns through more dedicated supervisory controls and simply working smarter. Of note is a striking 600 hours of overtime slashed from street sweeping, leaf and holiday tree collection efforts beginning in 2013 with no service delivery cuts. Additionally, the smart electric and water metering project is outperforming accuracy expectations and the project's original cash flow model. Final determinations of overall success will be made in August of 2015 when Honeywell is required to deliver measurement and verification data to determine if targets have been met. However, a year-to-year comparison of delivered water from September 2013 to September 2014 shows an increase of 130 million gallons since the installation of the smart water meters, which validates the movement to upgrade our aged metering infrastructure, recover lost revenues of approximately \$600,000 and represents a strong indication of the project's success. The associated \$300,000 of avoided salary and benefits alone in 2015 is higher than the total projected operation and maintenance savings. Likewise, the closure of the refuse transfer station brings \$285,000 of rehabilitation savings, while pension and health care savings undertaken amount to cost avoidance of \$800,000 in 2015 related to other post-employment benefits (OPEB) and reductions of almost \$500,000 in management pension and health care costs from 2012 through 2015. Smart parking meters went on line in September of this year, and although installation was delayed during our pilot effort, their acceptance has been very favorable and revenues have been strong and trending upward in the two months since the complete launch. Please note that these additional revenues help to defray the cost of offering the pay by credit/debit card at our parking meters, which was not passed on to the consumer.

These successful undertakings with the support of our employee unions and Mayor and Council have drastically changed the landscape of our future. Most notably, all new employees now enter our workforce under reduced liability plans (from defined benefit to defined contribution) and join current staff in paying higher contributions to maintain a comfortable level of health care benefits. Our entry into the Delaware Valley Health Insurance Trust in January of 2015, fully supported by our unions, is yet another example of employees and management working together to find solutions to the ever rising cost of our operations. These measures were noted to be a priority for 2014 and their accomplishment sets our organization apart from many others.

As we finalized these budget documents and our recommendations for funding operations in 2015, the initiatives were assessed with the following considerations in mind:

- Progressive or efficiency driven
- Impact of not funding
- Adequacy of research
- Avoidance of stranded investments
- Best interest of community
- Ability to implement in 2015
- Driven by emerging opportunity

This exercise, coupled with the conversation with Mayor and Council at the November 3, 2014 Financial Workshop and further staff review, fed into the final presentation of the 2015 operating budget. The core action items for the 2015 Budget including the 2015-2019 Capital Improvement Program include:

- Tax increase of 1.5% (contributes \$42,500 in 2015 revenue; \$85,000 long-term annual revenue)
 - o Partially offset inflationary cost pressures
 - o Resume plan for incremental increases
 - o Small step toward General Fund self sufficiency
- Water rate increase of 7.2% (contributes \$0.6 million in revenue)
 - o Continue stepped rate increase outlined by rate consultants 2012-2016
 - o Increase current resources available for water infrastructure improvements (\$1.9 million)
 - o Reduced transfer to General Fund versus 2014 in effort to curb reliance (\$1.3 million)
- Consideration of storm water utility to be implemented in 2015 (\$500,000 in budget-neutral revenue)
- Responsible application of the \$5.1 million in 2015 *current resources* toward capital improvements as follows
 - o Electric – \$0.7 million – transformer & circuit replacement; new lines and services
 - o Water – \$1.9 million – source water monitoring, reservoir upgrades, main renovations, tank maintenance
 - o Sewer – \$0.6 million – sanitary sewer repairs; sewer system master plan
 - o Public Works – \$0.9 million – yard waste carts; street program; storm drainage; pedestrian crossing
 - o Maintenance – \$0.3 million – salt shed replacement; truck lift system repair
 - o Public Safety – \$0.1 million – patrol rifles
 - o Parks – \$0.2 million – tree inventory and hard surface facility improvements
 - o Parking – \$0.2 million – expansion of Lot #2; fee collection equipment upgrade
 - o IT – \$0.2 million – 911 dispatch recording; cashiering module; cloudbank server; web filter proxy server

2015 – Challenges and Initiatives

The 2015 Budget continues to address long-term infrastructure needs including the renewed recommendation to create a storm water utility following extensive outreach within our community in 2014. This effort resulted in a plan that offers an equitable fee structure based on impervious cover, with a community education and grant component that would allow for the necessary study or completion of \$500,000 of necessary storm water improvements in a focused and consistent manner. Likewise, additional community infrastructure projects include \$1 million to repair roadways; a conversion to LED streetlights funded through a \$581,250 lease purchase with the Delaware Sustainable Energy Utility; continued Supervisory Control and Data Acquisition (SCADA) system

improvements of \$336,000; design funding for a substation at the former Chrysler site in concert with the University of Delaware (UD) and Delmarva Power; and proposed parking garage considerations for existing Lot 1 in accordance with on-going land acquisition efforts supported by most current and previous legislative bodies. As in past years, this annual budget continues to direct funding for infrastructure improvements and maintenance where it can do the most good, reduce future costs, and positively impact the character and economic vitality of our community.

The 2015 budget also sees personnel wages increase by \$1.3 million in accordance with existing union contracts; the partial alignment of management increases with that of our unions (with a concern for wage compression); succession planning for the Police and Planning and Development Departments; critical service level increases (911 Center); and a reorganization of facility maintenance operations that is offset by a staff reduction in the Parks Division. We are faced with this level of personnel cost increases even as employees take on higher levels of health care contributions and the equivalent of an additional eight full time positions have been either eliminated, modified or positively impacted by early retirement incentives. The wage increases are partially offset by non-wage personnel cost decreases.

Maintaining pension funding levels for the legacy plans will require disciplined funding of the annual required contribution (ARC) to the City's pension fund; however, as we did in 2014, we plan to overfund the ARC by \$100,000 in 2015 in an effort to accelerate the funded status of the plan, not merely maintain it. As long-tenured staff retire, the ARC will be more easily managed on an annual basis and at continually reduced levels.

Our tax base remains relatively flat with little opportunities for annexation but a strong redevelopment history never more evident than recent years, as in 2013 when Newark experienced the approval of the equivalent number of apartment units (476) as that which were approved from fiscal years 2000 to 2012 (482). This along with the number of rental units approved in 2012 (137) and 2014 to date (126) signals a robust interest on the part of developers to invest in Newark housing. Of course, the first phase of the ongoing Rental Needs Assessment Study should provide results regarding the future impact of growth on the rental housing market. Large projects like The Retreat and Rittenhouse II were completed in 2014, and the redevelopment and improvement occurring in our core downtown continues to be a vital aspect of our attractiveness as a community. The redevelopment of the former Chrysler assembly plant by the UD, now the Science, Technology and Research (STAR) Campus, continues with exciting University-affiliated Health Science operations open to our community that should serve as a magnet for additional economic development opportunities that could provide substantial revenue improvements over the course of several years. Being flexible and ready to adapt to the infrastructure needs of such opportunities will require a high level of commitment and to some extent an "If you build it, they will come" attitude towards the electrical substation needs identified to support the build out of the campus, estimated at \$8.9 million, as well as to increase electrical reliability to our residents and businesses in the southern portions of Newark. That said, it is important to continue efforts to increase and diversify sources of General Fund revenue while tempering electric rate increases, as electric rates are known to be high on the list of determining factors for private industry seeking to invest

or relocate to choice localities. In addition, larger commercial and industrial developments typically demand less of the City's core municipal services though they contribute a pro rata share of property tax revenue, which is a positive benefit to residential tax payers.

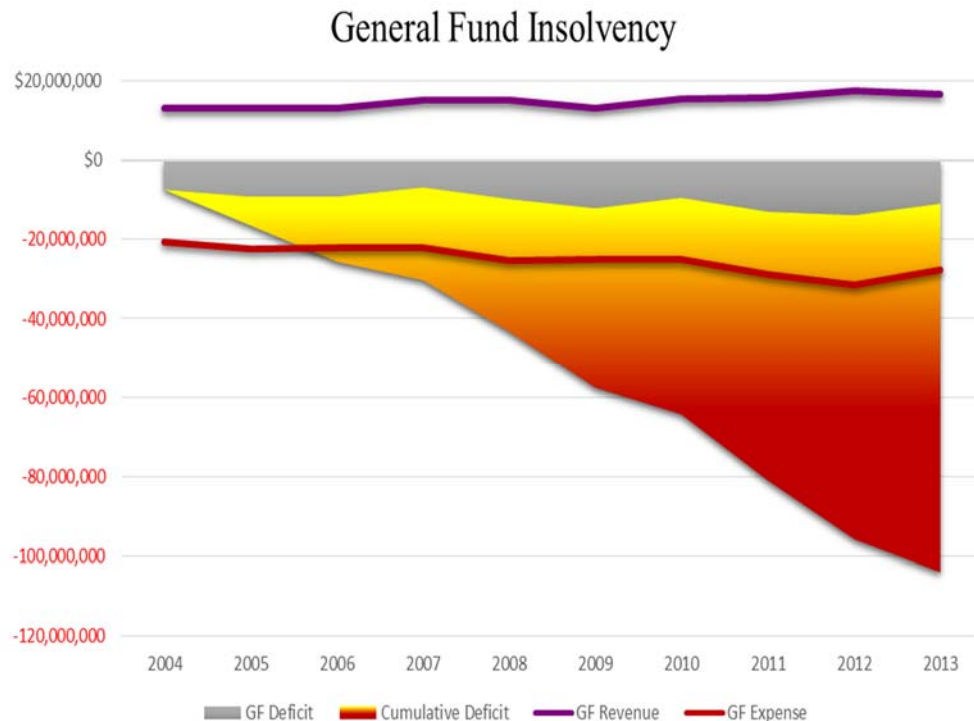
While pointed efforts made to educate the legislature of Newark's high level of tax exemption fell flat in 2014, our feedback indicated that the severe budget concerns of the State, not the merits of our case or our request, thwarted any interest of the Joint Finance Committee in sending our request for inclusion in PILOT funds to the legislature. Continued education and sharing of efforts to be more efficient and work smarter will be necessary in 2015 as Newark has an even stronger story to tell our State Legislators regarding its own belt tightening and trend setting (pension and health care reforms). Working towards a PILOT carve in, which has been estimated to deliver between \$400,000 and \$500,000, can only be described as just one tool in the toolbox of efforts we must undertake on behalf of our community. The reality of our high proportion of tax exempt property will continue to present challenges to sustaining funding sufficient to meet our existing service levels.

In developing the 2015 General Operating Budget, we continue to weigh needs vs. wants and efficiency impacts to costs associated with any given initiative. While some services are clear cut "must haves" (refuse collection, clean water and lights that stay on) others fall in grey areas that we are balancing on a regular basis as our priorities, the makeup of our community and/or those elected to serve, change. One example of a current grey area is that of the development of a parking garage in our downtown. This initiative has been part of our communication and a focus of our organization since 1998, and more actively since January of 2011 when a Memorandum of Understanding (MOU) was approved by the Mayor and Council with a third party limited liability company. After some starts and stops, but little progress, negotiations to take control of the properties that make up the most feasible location for a downtown garage (that we have been leasing for numerous years) finally came together with the help of special legal counsel and full support of our legislative body. Yet now, as we see the finish line, we may again take a pause to confirm need. What is most important is that we all acknowledge that there was a concerted effort to reach this point, as well as a cost of doing so, which should not be taken lightly when evaluating our downtown.

Additionally, our need to provide financing for all of the services and initiatives we hope to deliver in 2015 prompts a harsh look at our realities. Two prime realities we must face as a community are first, that we are very fortunate to have been able to rely on transfers from our utility funds (primarily the electric utility) to support General Fund services (refuse, parks, public safety, etc.) and secondly, that we currently do so to the tune of almost 50% of the General Fund costs. More clearly, our dependence on utility transfers to the General Fund is one that cannot be easily modified without severe service reductions or a great deal of revenue diversity. Our 2015 projected General Fund revenues are expected to reach \$13.3 million while our projected General Fund expenses, including the Street Fund, are conservatively expected to total \$24.7 million. This is an \$11.4 million shortfall that is rescued by margin transfers from our utility funds. It could be likened to taking money from retirement funds to support grocery bills. Public safety alone will cost \$11.8 million in 2015. I think we would all agree that like our

groceries, public safety is rather important and we cannot do without it. On the bright side, I have shared before that our ability to meet this shortfall with utility margin revenues has been Newark's lifeblood and its path to financial stability in the absence of increasing taxes in line with the cost of services we provide, or in the absence of PILOT funds and other revenue diversification. This margin transfer to the General Fund has also enabled Newark to maintain an AA+ credit rating and a low cost of living. Unfortunately, the ever increasing costs to provide the same suite of services to our community, with no efforts to improve the stand alone General Fund revenue picture, cannot continue to be sustained. By taking from the utilities our rates will be rendered uncompetitive and doing so further compromises our ability to fund necessary utility infrastructure improvements and maintenance. Please recall the \$8.9 million substation or the \$6.8 million of currently identified storm water repairs and improvements. The graph below exhibits the aforementioned imbalance in general funding versus utility transfer funding by highlighting the insolvency of Newark's General Fund over a recent ten-year period:

Transfers from the utility funds to the General Fund are legitimate and will likely always play a significant role in how Newark balances its budget, however, to what extent this is sustainable must be determined. One quick reference check to determine sustainability is to compare Newark's transfers to nationwide statistics of other public utilities. A study published by the American Public Power Association (APPA) in 2012 covering 284 public power systems reported that the median transfer to the local general fund was 5.2% of electric operating revenues. Newark's 2015 electric fund transfer is 19.7% of operating revenues. Another litmus test to gauge sustainability is how our rates compare to utilities within our region. If our rates are too far above average during any part of the year, our sustainability is threatened, as high rates will negatively impact our economic development prospects and cost of living. Rates must continue to support all operating expenses, capital needs, debt service and hopefully diminishing transfers to the general



fund, but they also must remain sustainable so as to positively impact economic development and the overall cost of living. This is our challenge as the leaders of our community in 2015 and the near term. More specifically, our tax levels and other revenues must rise while our reliance on transfers from the utility funds to the General Fund must fall. Striking this balance, continuing our efficiency efforts, moving towards greater revenue diversity, and consistently promoting economic development (a great place to do business) will serve our community well. And serving our community well is what we are here to do.

While attempting to reduce our dependence on utility transfers into the General Fund, improving our ability to use the funds we have available wisely is of great importance. Along with prioritization, the reduction of utility transfers and increasing taxes, we should also begin the smart utilization of debt to help address some of our high priority projects. For instance, suppose we grouped several of the 2016 capital projects eligible for revolving loan funding: \$1.5 million of water line rehabilitation, \$1.3 million for the upgrade to the Curtis Water Plant intake, and \$5 million of storm water rehabilitation for a total of \$9 million in projects. This amount could be financed with state loans over a 20 year period at a debt service cost of less than \$550,000 per year. All have a longer life expectancy than 20 years and the \$550,000 tackles several high priority projects while utilizing just 12% of our typical \$4.6 million Capital Program funding, which maintains the majority of current funds to continue to address routine projects such as street improvements and parks maintenance in the coming years. There are pros and cons to this model, including the downside of increasing debt and incurring interest over 20 years of debt service, but an undeniable upside is the completion of critical projects in a manner that we can responsibly afford. This would certainly be a fundamental shift in how we approach project funding that should be implemented conservatively and without increasing or maximizing our debt capacity. With a conservative approach, we can take the middle ground between the pros and cons where we can finance the most critical of our projects and build the debt service into the current resource funding we have historically utilized. As you know, a charter change would be required to enable the City to join the municipalities and counties in Delaware that have already taken advantage of the nearly \$400 million in clean water and drinking water grants and loans afforded by the State of Delaware.

While we hope to employ a version of this model in the coming years, the 2015 budget was constructed in a way that is comparable to years past.

The 2015 Budget in Summary

The proposed budget for 2015, including the five-year Capital Improvements Program, results in a surplus of \$315,843, which represents less than 1% of total revenues. While any surplus is a positive signal and acceptable by Code, the small surplus doesn't allow greater progress towards our reserve goals of approximately \$24 million to \$27 million. The expenditures do, however, make meaningful contributions toward critical items such as the capital improvements highlighted in the opening paragraph of this message and the City's pension plan. While we recommend overfunding the pension plan, we also

recommend a reduction of \$800,000 in OPEB funding as a result of pension reform measures initiated in 2014.

Operating expenditures are expected to increase by 3.4%, while net capital expenditures and debt service are planned to increase by 9.5% and 15.2%, respectively, over the 2014 budget levels. The surplus, while remaining less than ideal, shows improvement over the last two planned budget surpluses. In total, spending (excluding the unappropriated surplus) is about 4.7% higher in 2015 versus the 2014 budget.

The major components of the consolidated budget follow:

	<u>2014</u>	<u>2015</u>	<u>Percent Increase (Decrease)</u>
Operating Budget	\$ 36,194,321	\$ 37,418,494	3.4%
Capital Budget	4,686,483	5,130,701	9.5%
Debt Service	2,226,988	2,566,527	15.2%
Unappropriated Surplus	200,185	315,843	57.8%
 Total	 <u>\$ 43,307,977</u>	 <u>\$ 45,431,565</u>	 <u>4.9%</u>

City wide operating revenues of \$45.4 million in 2015 are expected to exceed 2014 budgeted revenue by \$2.1 million, or about 4.9%. Utility contributions are responsible for just about the entirety of the increase, while all other revenue categories net to a nominal increase of about \$30,000. Most notably, property tax and realty transfer tax increases of more than \$175,000 versus the 2014 budget are being offset by reduced levels of fines and parking revenues. To be clear, parking revenues and fines are expected to exceed actual levels achieved in 2014, but we are being conservative in our anticipation of fines and parking revenue as compared to original 2014 budget levels. The table below highlights the City's anticipated 2015 revenues.

Operating Revenues

	<u>2014</u>	<u>2015</u>	<u>Percent Increase (Decrease)</u>
Net Utility Revenue	\$ 25,967,869	\$ 28,060,159	8.1%
Property Tax	5,573,730	5,700,210	2.3%
Realty Transfer Tax	1,250,000	1,300,000	4.0%
Other Taxes and Fees	447,500	461,730	3.2%
Fines	2,322,021	2,228,750	-4.0%
Permits & Licenses	1,878,630	1,890,460	0.6%
Park Fees	557,040	587,500	5.5%
Commercial Refuse	11,280	8,540	-24.3%
Parking	2,967,440	2,830,920	-4.6%
Investment Income	301,800	294,150	-2.5%
Subventions	516,620	523,340	1.3%
Other Revenue	1,514,047	1,545,806	2.1%
Total	<u>\$ 43,307,977</u>	<u>\$ 45,431,565</u>	<u>4.9%</u>

Operating Expenses

	<u>2014</u>	<u>2015</u>	<u>Percent Increase (Decrease)</u>
Personnel Services	\$ 26,365,132	\$ 27,050,341	2.6%
Materials & Supplies	1,921,939	2,149,238	11.8%
Contractual Services	6,304,141	7,246,863	15.0%
Equipment Depreciation	1,249,269	1,671,809	33.8%
Partial Reversal of Depreciation	0	(1,150,309)	100.0%
Other Expenses	353,840	450,552	27.3%
Total	<u>\$ 36,194,321</u>	<u>\$ 37,418,494</u>	<u>3.4%</u>

Personnel expenses are mixed in 2015. The introduction called attention to salary and wage increases of \$1.3 million in accordance with existing union contracts; the partial alignment of management salary increases with that of our unions to address wage compression; succession planning for the Police and Planning and Development Departments; 911 call center service level improvements; and a reorganization of facility maintenance operations that is offset by a staff reduction in the Parks Division. The wage increases are partially offset by non-wage personnel cost decreases, which is driven by the reduction in OPEB spending. Taxes, insurance lines, and other non-wage personnel

items are higher than the 2014 budget, but net savings are achieved after factoring in the reduction in OPEB spending.

The materials and supplies lines have increased versus 2014 across a number of funds and a broad mix of expense categories. Most notably, IT supplies have increased in various departments reflecting the renewed initiatives to maintain appropriate functionality across the City's network. Vehicle & equipment maintenance lines have been increased as a hedge against the sharply reduced vehicle and equipment replacement program for 2015. Postage expenses are higher as we move to monthly water and sewer billing. The Police uniform budget has increased in anticipation of recruitment needs, while electric department supplies have increased due to updated safety regulations. In the Street Fund, salt and sand budget lines were increased, while additional funding was targeted for storm water supplies.

Contractual services lines have increased versus the 2014 budget in part due to the maturity of the reorganized Information Technology Department. Hardware and software solutions are being leased and/or procured as a service to promote standardization and to improve continuity and regularity of upgrades and improvements. While operating expenses are increasing in this area, capital spending in information technology has dropped versus prior years. Another contractual service increase is related to the deployment and maintenance of the City's new Graphical Information System (GIS) platform, which will significantly improve our ability to store, review and analyze data related to the City's infrastructure and service needs.

Equipment depreciation (a non-cash, formula driven expense) has increased by almost 34% versus 2014 as a result of the City's increased asset balances. However, note the partial reversal of non-cash expenditures this budget year. Typically, the City uses reserve funding to meet vehicle and equipment replacement costs, and replenishes reserves by the amount budgeted for non-cash depreciation expenses. The term for this practice is "funding depreciation." This year, only four individual fleet vehicles are being recommended for replacement, resulting in the use of just \$171,500 in reserve funding. This sharp reduction in vehicle replacements allows us to comfortably recommend partial depreciation funding of \$521,500, which results in the avoidance of \$1.15 million of our depreciation funding. The City's vehicle and equipment reserves will still grow in 2015 to provide funding for future vehicle replacements.

The Capital Improvements Program

The 2015 leg of the five-year Capital Improvement Program exhibits gross expenditures approaching \$16.5 million. Reserve funding, grant funding, and alternative sources of funds are being proposed for a majority of the funding. The use of capital reserves and equipment replacement reserves is a routine practice for projects that were authorized and encumbered in previous periods. Grant funding is likewise a fundamental goal and a recurring practice of the City. Reserves and grant funding represent about \$4.4 million

of the proposed funding, while alternative sources of funding, such as referendum or non-referendum debt, capital lease obligations, supplier financing, and/or public private partnerships represent potential funding of \$6.9 million. It should be noted that any type of borrowing or funding partnership will result in ongoing debt service expenditures and/or other operating costs which, when layered into future operating budgets, will result in reduced levels of then-current resources available for “pay-as-you-go” financing of capital projects. That said, we reiterate the need to address a greater level of critical infrastructure projects than current resources in 2015 and 2016 would permit; that need may be solved through the responsible, systematic utilization of funding in a way that strikes a balance between accomplishing immediate needs and encumbering future operating costs. The table below exhibits planned capital spending by department in 2015 versus the 2014 plan with a breakdown of funding sources.

<u>Expenditures</u>	<u>2015</u>	<u>Funding Sources</u>	<u>2015</u>
Electric Fund	\$1,675,015	Gross Capital Improvements	\$16,460,114
PWWR-Water Fund	4,869,668	Less: Use of Reserves	(3,001,558)
PWWR-Sewer Fund	1,100,000	Equipment Replacement	(171,500)
PWWR-General Fund	1,923,564	Grants/Other Sources	(8,156,355)
PWWR-Maint Fund	330,000	Bond Issues	0
Police Department	102,000		
Parks & Recreation	356,000	Net Capital Expenditures	\$5,130,701
Parking Fund	5,860,325		
Information Technology	243,542		
Gross Capital Expenditures	\$16,460,114		

Fund by Fund Commentary

General Fund

The General Fund serves to account for the requirements to provide typical municipal services such as public safety, planning, administration, parks and recreation, and public works functions. As discussed in detail above, Newark’s General Fund remains highly dependent on transfers from the Enterprise/Utility Funds to maintain a positive fund balance and maintain the level of services offered in our community. While in recent years we have limited the level of our transfers in association with our Financial Policies and more pointedly by our acceptance of a Memorandum of Understanding (MOU) with Governor Markell’s administration, efforts to self-motivate and monitor a sustainable level

of transfers in the future along with additional revenue diversifications must remain a priority. It is important to recognize that absent these transfers, the General Funds, including the Street Fund, would experience operating deficits totaling nearly \$11.6 million in 2015.

Other Governmental Funds

Other governmental funds include the Capital Fund and various grant and miscellaneous funds. The Street Fund is used to budget and account for the City's street maintenance program. All capital projects associated with the General Fund and Street Fund activities are budgeted and accounted for in the Capital Fund. These funds are typically heavily supported by transfers from the Enterprise Funds.

Enterprise Funds

The Enterprise Funds are comprised of the Electric, Water, Sewer and Parking Funds. These funds are intended to be self-supporting and also contribute to the Governmental Funds via operating margin transfers. We have recently made efforts to more clearly communicate the value of the public power business model to Council, our boards and commissions, and Newark residents. We are mindful that our transfers to the General Fund have been very high over the years, by design, but perhaps to the extent of overreliance. However, the fundamental principles of the public utility business model nonetheless represent a significant value for the City's residents and businesses. The equation is simple – our overall utility rates compare favorably with investor-owned utilities serving neighboring areas. If investor-owned utilities were serving water, sewer and power to Newark residents, our residents' monthly utility expenses would be largely unchanged; yet, as a result of the margin passing to shareholders instead of back to Newark, the City's General Fund and other funds would be forced to generate additional taxes in excess of \$13 million per year. Our 2015 property tax revenue is less than \$6 million.

The Electric Fund is projected to generate a \$10.2 million surplus before transfers to the General Fund in 2015. The 2015 projected transfer of \$10 million to the general fund is roughly equal to the 2014 transfer, although it remains less than the 2012 transfer pursuant to the MOU executed with the Governor's office in 2012. In 2012, 2013 and 2014 electric rates were adjusted downward through the Revenue Stabilization Adjustment (RSA) in association with falling wholesale power supply costs. We expect a similar reduction again in 2015.

The Electric Fund will begin to record revenue from a generation asset for the first time in the City's history, thanks to the completion of McKees Solar Park in October, 2014. McKees Park is a 230-kilowatt solar farm developed on a four-acre brownfield site. This behind-the-meter renewable power source will serve all residents by reducing the City's peak power demand, lowering the wholesale cost of power, generating solar renewable energy credit revenue, bringing locally produced green energy to the City's electric users, and reducing the City's carbon footprint. The 900-panel array will produce enough electricity to power approximately 26 to 36 homes, depending on the season.

The Water Fund is projected to achieve an operating margin of nearly \$5 million in 2015, which, after debt service of \$1.7 million, will be sufficient to provide almost \$2 million in funding for capital improvements in 2015. This level of capital spending is considered the minimum required to continue with water main replacements, water tank improvements, filter, chemical and water quality improvements, and the development of a master plan to accumulate data and prioritize future water projects as efficiently as possible. These initiatives are made possible in part by the proposed 7.2% water rate increase, which was part of a staged increase recommended by rate consultants Black & Veatch in 2011. The projected transfer of \$1.3 million to the General Fund is less than the study originally contemplated, which is preserving funding for water projects. This reflects our efforts to reduce reliance on utilities to support the General Fund, but it is important to mention that this would not be possible in the absence of additional contributions from the Parking Fund.

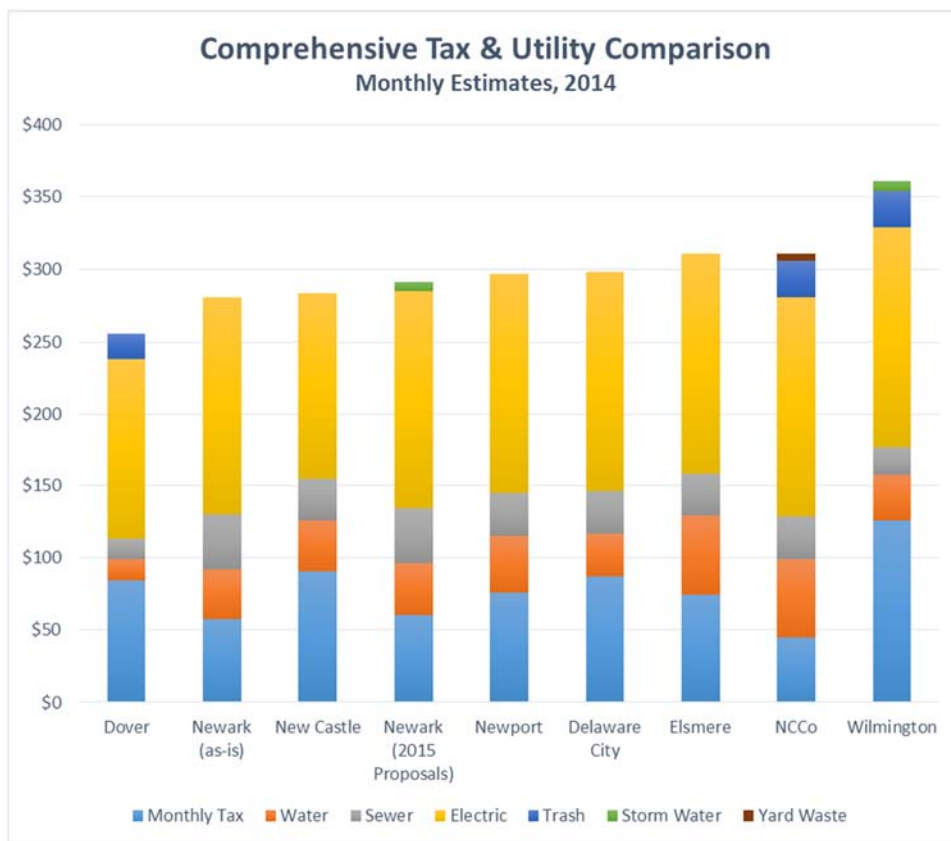
The Sewer Fund operating margin is expected to reach \$1.3 million in 2015, which is slightly behind 2014 as a result of cost inflation without a corresponding rate increase. Almost \$600,000 of the operating margin is targeted for sanitary sewer repairs in the CIP program and the City's share in the partially grant-funded development of a sewer system master plan, which, like the water system master plan, will improve our system knowledge and help prioritize future projects efficiently. There may be a need to adjust sewer rates in July, 2015 should the County sewer rates change, although no major increase is expected. Our ability to undertake future sewer line improvements and maintain the sanitary sewer collection and distribution system to standards will depend on the city portion of the sewer flow rate, which will be reviewed in 2015 in advance of the 2016 budget process.

Parking Fund revenue is expected to be higher in 2015 as it includes the reclassification of the parking meter revenue from the General Fund to the Parking Fund. In addition, the parking meter revenue is expected to increase as a result of the installation of the credit and debit enabled parking meters late in 2014. Expenses related to parking meter enforcement formerly recorded in the General Fund will also be reclassified to the Parking Fund as part of our ongoing efforts to properly align operating activities with the appropriate fund. We anticipate achieving an operating margin of \$1.2 million in the Parking Fund, about \$200,000 of which is slated for fee collection equipment upgrades and other minor capital improvements and \$1 million of which will be transferred to the General Fund to support municipal services.

How Does Newark Compare

Property tax and utility rate increases are rarely popular among our residents and rate-paying customers, but as this document has demonstrated, our costs to provide services are constantly on the rise. We are attempting to strike a balance between identifying efficiencies to reduce costs without sacrificing services and making necessary rate increases. In 2015, we don't anticipate any sewer rate increases, and the electric rate is expected to decrease with falling wholesale power costs. Further, the storm water fee being proposed in 2015 would be less than the \$7.50 originally contemplated for all residents. Even with the introduction of a storm water fee, a 7.2% water rate increase, and a 1.5% tax increase, the City's total, comprehensive cost of service is competitive among our peers in New Castle County. Aside from Dover, which is a marginal comparable due to its location in Kent County, only the City of New Castle's combined rates for property taxes, water, sewer and electric utilities, waste disposal, and storm water are lower than Newark's. The chart below reinforces the reality that Newark continues to remain very competitive, and to quote one of our residents, the City is "still a bargain" in terms of water rate levels as compared to local municipalities and investor-owned water companies. In addition to the simple cost comparison, Newark excels in the

scope and delivery of services as well. The City's refuse, recyclable, and yard waste collection consistently receive praise from residents, while leaf and tree collection are services that are unavailable in most communities without an associated cost. As long as our residents continue to value the high level of service we provide, supporting funding levels to maintain these services will continue to be necessary.



Moving Forward

Future budget cycles will continue to feature at least inflation-indexed tax increases, fixed or reduced electric revenue transfers, and modest growth in utility consumption. However, our expenses are likely to continue growing at a faster pace than revenues even with our continued efforts to work smarter. We will be challenged to balance our commitment to high service levels with the need for higher revenues or new revenues. Recent modifications to future employee benefit packages and efficiencies should continue to provide some relief, while we are hopeful that tax base growth initiatives through reorganized economic development efforts in 2015 will result in a favorable outcome for our residents as well as our revenue base. Further engagement with existing companies that are doing great work right here in Newark will also be initiated and celebrated to further drive home the fact that Newark is a great place for business.

Budget Presentation

The 2015 Budget document is arranged to comply with generally accepted accounting principles. Each operating budget is assigned to a fund group. The order in which they appear is Consolidated, General Fund, Other Governmental Funds, Enterprise Funds, and other miscellaneous funds. As in the past, consolidated revenue and expenditure summaries are presented in the front of the document, and each operating budget includes tables, statistics and annual reports for its individual department or division.

The following schedule for processing the 2015 Budget is proposed to meet the requirements of the City Charter:

Presentation to Council:

- Budget Document – November 10, 2014
- Budget Message – November 13, 2014
- Public Hearing- November 24, 2014
- Adoption* - December 15, 2014

*Mayor and Council may, at its discretion, adopt the budget immediately after the public hearing on November 24, 2014.

The preparation and compilation of the 2015 General Operating Budget and its accompanying Capital Program was the result of much hard work, research and prioritization of all of our departments. In particular, the Finance Department under the leadership of Finance Director Lou Vitola, Deputy Finance Director Wilma Garriz, Accountants Jim Smith and Debi Keeley, and many other members of the Finance Department worked diligently in coordinating all stages of this documents development. Likewise, our Department Directors should be commended for thoroughly evaluating their needs, considering opportunities and responding to timelines and funding limitations. Deputy City Manager Andrew Haines played a key role in preparing all personnel related detail as well as in leading, along with Finance Director Lou Vitola, the conversation with our unions and ultimately our success regarding pension, OPEB and Health Care

reforms. I see these initiatives as a turning point for our organization and one that future leaders and our community will fully benefit from.

It has been a busy, at times tense, but rewarding year for Newark. I look forward to continuing the many efforts along with our staff to move our organization forward and take advantage of opportunities for improvement. Lastly, I thank you, Newark's elected officials, for your dedication to our community and your support of the hard work of our many employees. Your commitment of time, skills, and interest in doing the right thing on behalf of our citizens, businesses and visitors is greatly appreciated.

Respectfully submitted,

A handwritten signature in blue ink, reading "Carol S. Houck". The signature is fluid and cursive, with the first name "Carol" being the most prominent.

Carol S. Houck
City Manager

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
SUMMARY OF REVENUE AND EXPENSES

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	CHANGE FROM 2014 BUDGET
Revenue	2010	2011	2012	2013	2014	2014	2015	
Utilities Contributions	\$24,729,516	\$23,935,341	\$25,183,923	\$25,198,477	\$25,967,869	\$26,287,067	\$28,060,159	8.1%
Property and Realty Taxes	6,205,974	6,412,978	6,841,073	7,365,286	7,271,230	7,797,928	7,461,940	2.6%
Property Tax Rate	\$0.5558	\$0.6458	\$0.6858	\$0.6961	\$0.6961	\$0.6961	\$0.7065	1.5%
Fees for Service	7,036,096	7,306,168	7,212,419	7,702,721	7,736,411	6,794,080	7,546,170	-2.5%
Intergovernmental Revenue	1,586,092	1,482,360	1,223,233	1,887,674	1,552,797	1,471,505	1,552,998	0.0%
Other Revenue	972,307	1,454,343	857,578	867,540	779,670	823,600	810,298	3.9%
Total Operating Revenue	\$40,529,985	\$40,591,190	\$41,318,226	\$43,021,698	\$43,307,977	\$43,174,180	\$45,431,565	4.9%
Expenditures								
Personnel Services	\$22,953,786	\$24,271,551	\$24,346,860	\$24,887,230	\$26,365,132	\$26,371,749	\$27,050,341	2.6%
Materials and Supplies	1,884,014	1,934,340	1,994,414	2,059,316	1,921,939	2,154,179	2,149,238	11.8%
Contractual Services	4,351,758	5,655,170	5,321,726	5,520,717	6,304,141	6,459,734	7,246,863	15.0%
Equipment Depreciation	1,200,636	1,083,434	1,112,577	1,133,952	1,249,269	1,346,958	1,671,809	33.8%
Other Expenses	229,021	269,417	325,208	260,539	353,840	274,516	450,552	27.3%
Total Operating Expenses	\$30,619,215	\$33,213,912	\$33,100,785	\$33,861,754	\$36,194,321	\$36,607,136	\$38,568,803	6.6%
Capital Improvements								
Gross Capital Improvements	\$3,558,180	\$8,895,490	\$10,650,063	\$19,638,970	\$12,626,359	\$9,525,717	\$16,460,114	30.4%
Less: Use of Reserves	(525,634)	(2,038,186)	(4,233,575)	(1,645,558)	(3,357,943)	(3,871,574)	(3,581,663)	6.7%
Equipment Replacement	(652,591)	(971,278)	(599,318)	(588,175)	(1,733,569)	(1,504,999)	(171,500)	-90.1%
Grants	(1,514,952)	(2,155,378)	(3,833,045)	(1,528,147)	(1,348,364)	(673,141)	(695,000)	-48.5%
Bond Issues	-	(5,861)	-	(102,296)	-	-	-	0.0%
Other Sources	-	-	-	(11,755,924)	(1,500,000)	-	(6,881,250)	358.8%
Net Capital Improvements	\$865,003	\$3,724,787	\$1,984,125	\$4,018,870	\$4,686,483	\$3,476,003	\$5,130,701	9.5%
Debt Service	\$1,739,140	\$2,221,509	\$1,473,535	\$1,799,887	\$2,226,988	\$2,589,528	\$2,566,527	15.2%
Partial Reversal of Non-cash Expenditures	0	0	0	0	0	0	(1,150,309)	100.0%
Net Current Surplus	7,306,627	1,430,982	4,759,781	3,341,187	200,185	501,513	315,843	57.8%
TOTAL EXPENDITURES AND SURPLUS	\$40,529,985	\$40,591,190	\$41,318,226	\$43,021,698	\$43,307,977	\$43,174,180	\$45,431,565	4.9%

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
OPERATING REVENUES

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	CHANGE FROM 2014 BUDGET
	2010	2011	2012	2013	2014	2014	2015	
Utility Revenue								
Electric	\$57,694,111	\$56,106,084	\$53,345,700	\$50,999,531	\$49,561,823	\$50,974,820	\$49,971,629	0.8%
Water	6,275,547	6,171,217	7,185,515	7,130,187	8,009,903	8,322,215	9,499,704	18.6%
Sewer	5,526,529	5,629,012	5,999,619	5,989,086	6,701,309	6,685,094	7,035,945	5.0%
Total Revenue	\$69,496,187	\$67,906,313	\$66,530,834	\$64,118,804	\$64,273,035	\$65,982,129	\$66,507,278	3.5%
Less: Utilities Purchased	44,766,671	43,970,972	41,346,911	38,920,327	38,305,166	39,695,062	38,447,119	0.4%
Total Utility Contributions	\$24,729,516	\$23,935,341	\$25,183,923	\$25,198,477	\$25,967,869	\$26,287,067	\$28,060,159	8.1%
Tax Revenue								
Realty Transfer Tax	\$969,617	\$988,807	\$1,162,016	\$1,424,534	\$1,250,000	\$1,748,541	\$1,300,000	4.0%
Property Tax	4,785,192	4,998,395	5,214,381	5,480,737	5,573,730	5,591,520	5,700,210	2.3%
Penalties	64,616	25,816	49,864	35,122	38,870	19,000	35,000	-10.0%
Franchise Tax	386,549	399,960	414,812	424,893	408,630	438,867	426,730	4.4%
Total	\$6,205,974	\$6,412,978	\$6,841,073	\$7,365,286	\$7,271,230	\$7,797,928	\$7,461,940	2.6%
Fees for Service								
Fines	\$2,239,742	\$2,391,969	\$2,280,264	\$2,364,989	\$2,322,021	\$1,938,942	\$2,228,750	-4.0%
Business License Fees	152,078	131,124	143,079	138,820	132,180	139,745	138,540	4.8%
Permits and Licenses	2,126,960	1,866,987	1,818,569	2,203,994	1,746,450	1,869,696	1,751,920	0.3%
Park Fees	522,701	538,444	570,867	614,770	557,040	542,600	587,500	5.5%
Commercial Refuse & Transfer Sta.	178,467	222,645	183,323	109,744	11,280	7,386	8,540	-24.3%
Parking Lots	1,100,800	1,379,655	1,377,054	1,391,758	1,402,440	1,261,476	1,390,920	-0.8%
Parking Meters	715,348	775,344	839,263	878,646	1,565,000	1,034,235	1,440,000	-8.0%
Total	\$7,036,096	\$7,306,168	\$7,212,419	\$7,702,721	\$7,736,411	\$6,794,080	\$7,546,170	-2.5%
Intergovernmental Revenue								
Subventions	\$204,000	\$207,125	\$211,500	\$511,003	\$516,620	\$516,620	\$523,340	1.3%
Local School District	55,291	64,256	66,765	66,400	65,790	64,600	65,994	0.3%
Unicity Bus	139,200	141,290	143,380	143,430	143,380	143,430	143,380	0.0%
Community Development Block Grants	352,997	370,948	150,939	269,019	249,418	284,413	244,966	-1.8%
Law Enforcement Grants-Special Fund	566,261	537,721	413,776	581,186	479,959	386,908	371,672	-22.6%
Miscellaneous Grants and Contributions	268,343	161,020	236,873	316,636	97,630	75,534	203,646	108.6%
Total	\$1,586,092	\$1,482,360	\$1,223,233	\$1,887,674	\$1,552,797	\$1,471,505	\$1,552,998	0.0%
Other Revenue								
Interest Received	\$273,584	\$293,705	\$240,968	\$243,061	\$301,800	\$291,877	\$294,150	-2.5%
Miscellaneous	528,765	1,001,455	350,605	477,386	305,870	362,037	339,148	10.9%
Reimbursable Overtime	162,280	143,424	233,382	143,501	165,000	165,000	170,000	3.0%
Assessments	7,678	15,759	32,623	3,592	7,000	4,686	7,000	0.0%
Total	\$972,307	\$1,454,343	\$857,578	\$867,540	\$779,670	\$823,600	\$810,298	3.9%
TOTAL OPERATING REVENUE	\$40,529,985	\$40,591,190	\$41,318,226	\$43,021,698	\$43,307,977	\$43,174,180	\$45,431,565	4.9%

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY - ALL FUNDS
OPERATING EXPENDITURES

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	CHANGE FROM 2014 BUDGET
Electric Department	\$4,509,279	\$4,934,215	\$4,792,636	\$5,032,219	\$5,223,102	\$5,432,258	\$5,705,715	9.2%
Water Department	3,089,390	3,440,977	3,450,264	3,824,929	4,039,986	4,284,681	4,722,681	16.9%
Sewer Department	536,236	556,884	532,149	574,848	626,360	780,265	1,007,493	60.8%
Refuse Division	2,302,888	2,670,310	2,630,469	2,292,187	2,186,932	2,266,871	2,183,799	-0.1%
Street Division	1,808,959	1,912,527	1,840,602	1,691,311	1,762,043	1,850,345	1,869,401	6.1%
Engineering Division	1,001,750	1,077,064	1,084,719	594,022	630,482	662,283	840,172	33.3%
Code Enforcement Division	1,034,343	1,122,729	1,119,116	1,116,452	1,198,934	1,271,516	1,222,956	2.0%
Police Department	9,676,852	10,197,195	10,179,436	10,933,971	11,637,938	11,579,578	11,847,529	1.8%
Finance Department	911,490	306,084	275,257	430,476	203,067	234,664	201,358	-0.8%
Planning Department	759,708	899,759	858,932	1,015,091	992,125	1,088,117	882,089	-11.1%
Municipal Parking	719,714	796,075	791,014	853,964	1,049,811	1,038,365	1,681,583	60.2%
Administration Department	629,257	720,894	696,041	718,206	1,232,432	834,217	908,456	-26.3%
Legislative Department	901,293	1,179,999	1,528,161	1,096,439	1,405,791	1,441,340	1,316,059	-6.4%
Alderman's Court	382,850	417,243	431,407	416,785	473,514	444,294	498,926	5.4%
Parks and Recreation	2,554,260	2,724,762	2,760,622	2,778,292	2,937,839	3,024,585	2,961,138	0.8%
Community Development	297,376	320,754	151,413	219,428	248,801	242,766	244,966	-1.5%
Law Enforcement Fund	256,805	286,167	404,697	444,519	415,454	378,859	303,385	-27.0%
Debt Service Fund	-	22,189	4,500	-	-	-	-	0.0%
Special Parks Fund	11,923	10,741	8,899	16,498	14,475	15,642	15,074	4.1%
Downtown Newark Partnership Fund	0	0	0	0	0	0	137,526	100.0%
Self Insurance Fund	86,942	169,014	89,253	172,023	245,000	76,814	321,626	31.3%
OPEB Fund Expenses	-	280,330	303,198	361,894	390,935	380,376	425,371	8.8%
Less: Inter-Dept. Electric Sales	(852,100)	(832,000)	(832,000)	(721,800)	(720,700)	(720,700)	(728,500)	1.1%
TOTAL OPERATING EXPENDITURES	\$30,619,215	\$33,213,912	\$33,100,785	\$33,861,754	\$36,194,321	\$36,607,136	\$38,568,803	6.6%

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY
TOTALS FOR FUND TYPES

	GENERAL FUND	OTHER GOVERNMENTAL FUNDS	ENTERPRISE FUNDS	OTHER FUNDS	TOTALS
Projected Fund Balance - January 1, 2015	<u>\$ 3,926,588</u>	<u>\$ 5,002,346</u>	<u>\$ 60,533,551</u>	<u>\$ 2,072,448</u>	<u>\$ 71,534,933</u>
Revenue					
Utility Sales	\$ -	\$ -	\$ 66,059,788	\$ -	\$ 66,059,788
Utility Purchases	-	-	(38,447,119)	-	(38,447,119)
Utility Gross Margin	\$ -	\$ -	\$ 27,612,669	\$ -	\$ 27,612,669
Utility Other Service Revenue	-	-	447,490	-	447,490
Utilities Contributions	\$ -	\$ -	\$ 28,060,159	\$ -	\$ 28,060,159
Tax Revenue & Emergency Communication Fees	7,459,640	-	2,300	-	7,461,940
Fees for Service	4,699,250	7,000	2,839,920	-	7,546,170
Intergovernmental Revenue	783,714	769,284	-	-	1,552,998
Other Revenue	336,528	70,940	391,390	11,440	810,298
Total Operating Revenue	<u>\$ 13,279,132</u>	<u>\$ 847,224</u>	<u>\$ 31,293,769</u>	<u>\$ 11,440</u>	<u>\$ 45,431,565</u>
Expenditures					
Personnel Services	\$ 18,952,006	\$ 1,112,137	\$ 6,143,696	\$ 842,502	\$ 27,050,341
Materials and Supplies	611,643	176,405	568,190	793,000	2,149,238
Contractual Services	3,685,766	435,686	2,640,025	485,386	7,246,863
Equipment Depreciation	965,529	176,657	502,449	27,174	1,671,809
Other Expenses	209,055	47,900	186,397	7,200	450,552
Inter-Dept Charges	(1,561,517)	621,567	2,348,215	(1,408,265)	-
Total Operating Expenses	<u>\$ 22,862,482</u>	<u>\$ 2,570,352</u>	<u>\$ 12,388,972</u>	<u>\$ 746,997</u>	<u>\$ 38,568,803</u>
Capital Improvements					
Gross Capital Improvements	\$ -	\$ 2,625,106	\$ 13,505,008	\$ 330,000	\$ 16,460,114
Less: Addition (Use) of Reserves	-	(178,069)	(2,823,489)	-	(3,001,558)
Equipment Replacement	-	(136,500)	-	(35,000)	(171,500)
Grants	-	(825,105)	(450,000)	-	(1,275,105)
Other Sources	-	-	(6,881,250)	-	(6,881,250)
Net Capital Improvements	<u>\$ -</u>	<u>\$ 1,485,432</u>	<u>\$ 3,350,269</u>	<u>\$ 295,000</u>	<u>\$ 5,130,701</u>
Debt Service	\$ -	\$ 222,347	\$ 2,344,180	\$ -	\$ 2,566,527
Partial Reversal of Non-cash Expenditures	(829,029)	(176,657)	(152,449)	7,826	(1,150,309)
Net Transfers	8,767,720	3,342,897	(13,149,000)	1,038,383	-
Net Current Surplus	13,399	88,647	213,797	-	315,843
Total Expenditures and Surplus	<u>\$ 22,046,852</u>	<u>\$ 4,190,121</u>	<u>\$ 18,144,769</u>	<u>\$ 1,049,823</u>	<u>\$ 45,431,565</u>
Other Increase (Decrease) in Fund Balance	<u>\$ -</u>	<u>\$ (314,569)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (314,569)</u>
Budgeted Fund Balance - December 31, 2015	<u>\$ 3,939,987</u>	<u>\$ 4,776,424</u>	<u>\$ 60,747,348</u>	<u>\$ 2,072,448</u>	<u>\$ 71,536,207</u>
Projected Cash Balance - January 1, 2015	\$ 4,215,495	\$ 6,278,605	\$ 12,249,662	\$ 1,980,055	\$ 24,723,817
Net Current Surplus	13,399	88,647	213,797	-	315,843
Real Estate Tax Collections	42,746	-	-	-	42,746
Regulatory Margin Collection (Refund)	-	-	(600,000)	-	(600,000)
Capital Projects Paid From Reserves	-	(314,569)	(2,823,489)	(35,000)	(3,173,058)
Non-Cash Items:					
Depreciation	136,500	-	350,000	35,000	521,500
Budgeted Cash Balance - December 31, 2015	<u>\$ 4,408,140</u>	<u>\$ 6,052,683</u>	<u>\$ 9,389,970</u>	<u>\$ 1,980,055</u>	<u>\$ 21,830,848</u>

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CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY
OTHER GOVERNMENTAL FUNDS

	STREET FUND	COMMUNITY DEVELOPMENT FUND	LAW ENFORCEMENT FUND
Projected Fund Balance - January 1, 2015	<u>\$ 94,167</u>	<u>\$ -</u>	<u>\$ 308,415</u>
Revenue			
Utility Sales	\$ -	\$ -	\$ -
Utility Purchases	<u>-</u>	<u>-</u>	<u>-</u>
Utility Gross Margin	\$ -	\$ -	\$ -
Utility Other Service Revenue	<u>-</u>	<u>-</u>	<u>-</u>
Utilities Contributions	\$ -	\$ -	\$ -
Tax Revenue & Emergency Communication Fees	-	-	-
Fees for Service	-	-	-
Intergovernmental Revenue	-	244,966	371,672
Other Revenue	<u>600</u>	<u>-</u>	<u>-</u>
Total Operating Revenue	<u>\$ 600</u>	<u>\$ 244,966</u>	<u>\$ 371,672</u>
Expenditures			
Personnel Services	\$ 878,298	\$ 29,845	\$ 202,595
Materials and Supplies	131,300	-	28,290
Contractual Services	57,179	215,121	62,500
Equipment Depreciation	176,657	-	-
Other Expenses	4,400	-	10,000
Inter-Dept Charges	<u>621,567</u>	<u>-</u>	<u>-</u>
Total Operating Expenses	<u>\$ 1,869,401</u>	<u>\$ 244,966</u>	<u>\$ 303,385</u>
Capital Improvements			
Gross Capital Improvements	\$ -	\$ 45,000	\$ -
Less: Addition (Use) of Reserves	-	-	-
Equipment Replacement	-	-	-
Grants	-	(45,000)	-
Other Sources	<u>-</u>	<u>-</u>	<u>-</u>
Net Capital Improvements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Debt Service	\$ -	\$ -	\$ -
Partial Reversal of Non-cash Expenditures	(176,657)	-	-
Net Transfers	1,705,000	-	-
Net Current Surplus	<u>12,856</u>	<u>-</u>	<u>68,287</u>
Total Expenditures and Surplus	<u>\$ 1,705,600</u>	<u>\$ 244,966</u>	<u>\$ 371,672</u>
Other Increase (Decrease) in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Budgeted Fund Balance - December 31, 2015	<u>\$ 107,023</u>	<u>\$ -</u>	<u>\$ 376,702</u>
Projected Cash Balance - January 1, 2015	\$ 105	\$ 10,605	\$ 359,795
Net Current Surplus	12,856	-	68,287
Capital Projects Paid From Reserves	-	-	-
Non-Cash Items:			
Depreciation	<u>-</u>	<u>-</u>	<u>-</u>
Budgeted Cash Balance - December 31, 2015	<u>\$ 12,961</u>	<u>\$ 10,605</u>	<u>\$ 428,082</u>

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY
OTHER GOVERNMENTAL FUNDS - CONTINUED

PARKS SPECIAL FUND	DNP SPECIAL FUND	DEBT SERVICE FUND	CAPITAL FUND	TOTALS
<u>\$ 220,989</u>	<u>\$ 85,030</u>	<u>\$ 46,340</u>	<u>\$ 4,247,405</u>	<u>\$ 5,002,346</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	7,000	-	-	7,000
22,120	130,526	-	-	769,284
-	-	-	70,340	70,940
<u>\$ 22,120</u>	<u>\$ 137,526</u>	<u>\$ -</u>	<u>\$ 70,340</u>	<u>\$ 847,224</u>
\$ 1,399	\$ -	\$ -	\$ -	\$ 1,112,137
10,275	6,540	-	-	176,405
1,700	99,186	-	-	435,686
-	-	-	-	176,657
1,700	31,800	-	-	47,900
-	-	-	-	621,567
<u>\$ 15,074</u>	<u>\$ 137,526</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,570,352</u>
\$ -	\$ -	\$ -	\$ 2,580,106	\$ 2,625,106
-	-	-	(178,069)	(178,069)
-	-	-	(136,500)	(136,500)
-	-	-	(780,105)	(825,105)
-	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,485,432</u>	<u>\$ 1,485,432</u>
\$ -	\$ -	\$ 222,347	\$ -	\$ 222,347
-	-	-	-	(176,657)
-	-	222,347	1,415,550	3,342,897
7,046	-	-	458	88,647
<u>\$ 22,120</u>	<u>\$ 137,526</u>	<u>\$ 222,347</u>	<u>\$ 1,485,890</u>	<u>\$ 4,190,121</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (314,569)</u>	<u>\$ (314,569)</u>
<u>\$ 228,035</u>	<u>\$ 85,030</u>	<u>\$ 46,340</u>	<u>\$ 3,933,294</u>	<u>\$ 4,776,424</u>
\$ 220,900	\$ 85,030	\$ 46,340	\$ 5,555,830	\$ 6,278,605
7,046	-	-	458	88,647
-	-	-	(314,569)	(314,569)
-	-	-	-	-
<u>\$ 227,946</u>	<u>\$ 85,030</u>	<u>\$ 46,340</u>	<u>\$ 5,241,719</u>	<u>\$ 6,052,683</u>

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY
ENTERPRISE FUNDS

	ELECTRIC FUND	WATER FUND	SEWER FUND	PARKING FUND	TOTALS
Projected Fund Balance - January 1, 2015	<u>\$ 21,058,792</u>	<u>\$ 25,456,169</u>	<u>\$ 10,980,278</u>	<u>\$ 3,038,312</u>	<u>\$ 60,533,551</u>
Revenue					
Utility Sales	\$ 49,613,699	\$ 9,437,034	\$ 7,009,055	\$ -	\$ 66,059,788
Utility Purchases	(33,674,603)	-	(4,772,516)	-	(38,447,119)
Utility Gross Margin	\$ 15,939,096	\$ 9,437,034	\$ 2,236,539	\$ -	\$ 27,612,669
Utility Other Service Revenue	357,930	62,670	26,890	-	447,490
Utilities Contributions	\$ 16,297,026	\$ 9,499,704	\$ 2,263,429	\$ -	\$ 28,060,159
Tax Revenue & Emergency Communication Fees	2,300	-	-	-	2,300
Fees for Service	-	9,000	-	2,830,920	2,839,920
Intergovernmental Revenue	-	-	-	-	-
Other Revenue	139,521	197,110	26,660	28,099	391,390
Total Operating Revenue	<u>\$ 16,438,847</u>	<u>\$ 9,705,814</u>	<u>\$ 2,290,089</u>	<u>\$ 2,859,019</u>	<u>\$ 31,293,769</u>
Expenditures					
Personnel Services	\$ 2,621,010	\$ 2,400,497	\$ 167,208	\$ 954,981	\$ 6,143,696
Materials and Supplies	225,930	293,750	21,900	26,610	568,190
Contractual Services	1,066,553	907,150	248,944	417,378	2,640,025
Equipment Depreciation	235,974	114,175	62,586	89,714	502,449
Other Expenses	140,347	23,650	4,200	18,200	186,397
Inter-Dept Charges	687,401	983,459	502,655	174,700	2,348,215
Total Operating Expenses	<u>\$ 4,977,215</u>	<u>\$ 4,722,681</u>	<u>\$ 1,007,493</u>	<u>\$ 1,681,583</u>	<u>\$ 12,388,972</u>
Capital Improvements					
Gross Capital Improvements	\$ 1,675,015	\$ 4,869,668	\$ 1,100,000	\$ 5,860,325	\$ 13,505,008
Less: Use of Reserves	(121,185)	(2,144,303)	(392,751)	(165,250)	(2,823,489)
Equipment Replacement	-	-	-	-	-
Grants	-	(300,000)	(150,000)	-	(450,000)
Other Sources	(881,250)	(500,000)	-	(5,500,000)	(6,881,250)
Net Capital Improvements	<u>\$ 672,580</u>	<u>\$ 1,925,365</u>	<u>\$ 557,249</u>	<u>\$ 195,075</u>	<u>\$ 3,350,269</u>
Debt Service	\$ 620,662	\$ 1,723,518	\$ -	\$ -	\$ 2,344,180
Partial Reversal of Non-cash Expenditures	14,026	(14,175)	(62,586)	(89,714)	(152,449)
Net Transfers	(10,016,000)	(1,275,000)	(786,000)	(1,072,000)	(13,149,000)
Net Current Surplus	138,364	73,425	1,933	75	213,797
Total Expenditures and Surplus	<u>\$ 6,422,847</u>	<u>\$ 8,430,814</u>	<u>\$ 1,504,089</u>	<u>\$ 1,787,019</u>	<u>\$ 18,144,769</u>
Other Increase (Decrease) in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Budgeted Fund Balance - December 31, 2015	<u>\$ 21,197,156</u>	<u>\$ 25,529,594</u>	<u>\$ 10,982,211</u>	<u>\$ 3,038,387</u>	<u>\$ 60,747,348</u>
Projected Cash Balance - January 1, 2015	\$ 3,999,410	\$ 2,957,931	\$ 3,239,950	\$ 2,052,371	\$ 12,249,662
Net Current Surplus	138,364	73,425	1,933	75	213,797
Regulatory Margin Collection (Refund)	(600,000)	-	-	-	(600,000)
Capital Projects Paid From Reserves	(121,185)	(2,144,303)	(392,751)	(165,250)	(2,823,489)
Non-Cash Items:					
Depreciation	250,000	100,000	-	-	350,000
Budgeted Cash Balance - December 31, 2015	<u>\$ 3,666,589</u>	<u>\$ 987,053</u>	<u>\$ 2,849,132</u>	<u>\$ 1,887,196</u>	<u>\$ 9,389,970</u>

CITY OF NEWARK, DELAWARE
2015 CONSOLIDATED BUDGET SUMMARY
OTHER FUNDS

	INTERNAL SERVICE FUND	SELF INSURANCE FUND	OPEB EXPENSE FUND	TOTALS
Projected Fund Balance - January 1, 2015	<u>\$ 1,051,196</u>	<u>\$ 1,021,252</u>	<u>\$ -</u>	<u>\$ 2,072,448</u>
Revenue				
Utility Sales	\$ -	\$ -	\$ -	\$ -
Utility Purchases	-	-	-	-
Utility Gross Margin	\$ -	\$ -	\$ -	\$ -
Utility Other Service Revenue	-	-	-	-
Utilities Contributions	\$ -	\$ -	\$ -	\$ -
Tax Revenue & Emergency Communication Fees	-	-	-	-
Fees for Service	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Other Revenue	-	11,440	-	11,440
Total Operating Revenue	<u>\$ -</u>	<u>\$ 11,440</u>	<u>\$ -</u>	<u>\$ 11,440</u>
Expenditures				
Personnel Services	\$ 422,321	\$ -	\$ 420,181	\$ 842,502
Materials and Supplies	793,000	-	-	793,000
Contractual Services	158,570	321,626	5,190	485,386
Equipment Depreciation	27,174	-	-	27,174
Other Expenses	7,200	-	-	7,200
Inter-Dept Charges	(1,408,265)	-	-	(1,408,265)
Total Operating Expenses	<u>\$ -</u>	<u>\$ 321,626</u>	<u>\$ 425,371</u>	<u>\$ 746,997</u>
Capital Improvements				
Gross Capital Improvements	\$ 330,000	\$ -	\$ -	\$ 330,000
Less: Use of Reserves	-	-	-	-
Equipment Replacement	(35,000)	-	-	(35,000)
Grants	-	-	-	-
Other Sources	-	-	-	-
Net Capital Improvements	<u>\$ 295,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 295,000</u>
Debt Service	\$ -	\$ -	\$ -	\$ -
Partial Reversal of Non-cash Expenditures	7,826	-	-	7,826
Net Transfers	302,826	310,186	425,371	1,038,383
Net Current Surplus	-	-	-	-
Total Expenditures and Surplus	<u>\$ 302,826</u>	<u>\$ 321,626</u>	<u>\$ 425,371</u>	<u>\$ 1,049,823</u>
Other Increase (Decrease) in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Budgeted Fund Balance - December 31, 2015	<u>\$ 1,051,196</u>	<u>\$ 1,021,252</u>	<u>\$ -</u>	<u>\$ 2,072,448</u>
Projected Cash Balance - January 1, 2015	\$ 846,652	\$ 1,133,403	\$ -	\$ 1,980,055
Net Current Surplus	-	-	-	-
Capital Projects Paid From Reserves	(35,000)	-	-	(35,000)
Non-Cash Items:				
Depreciation	35,000	-	-	35,000
Budgeted Cash Balance - December 31, 2015	<u>\$ 846,652</u>	<u>\$ 1,133,403</u>	<u>\$ -</u>	<u>\$ 1,980,055</u>

**CITY OF NEWARK, DELAWARE
CONSOLIDATED BUDGET - 2015**

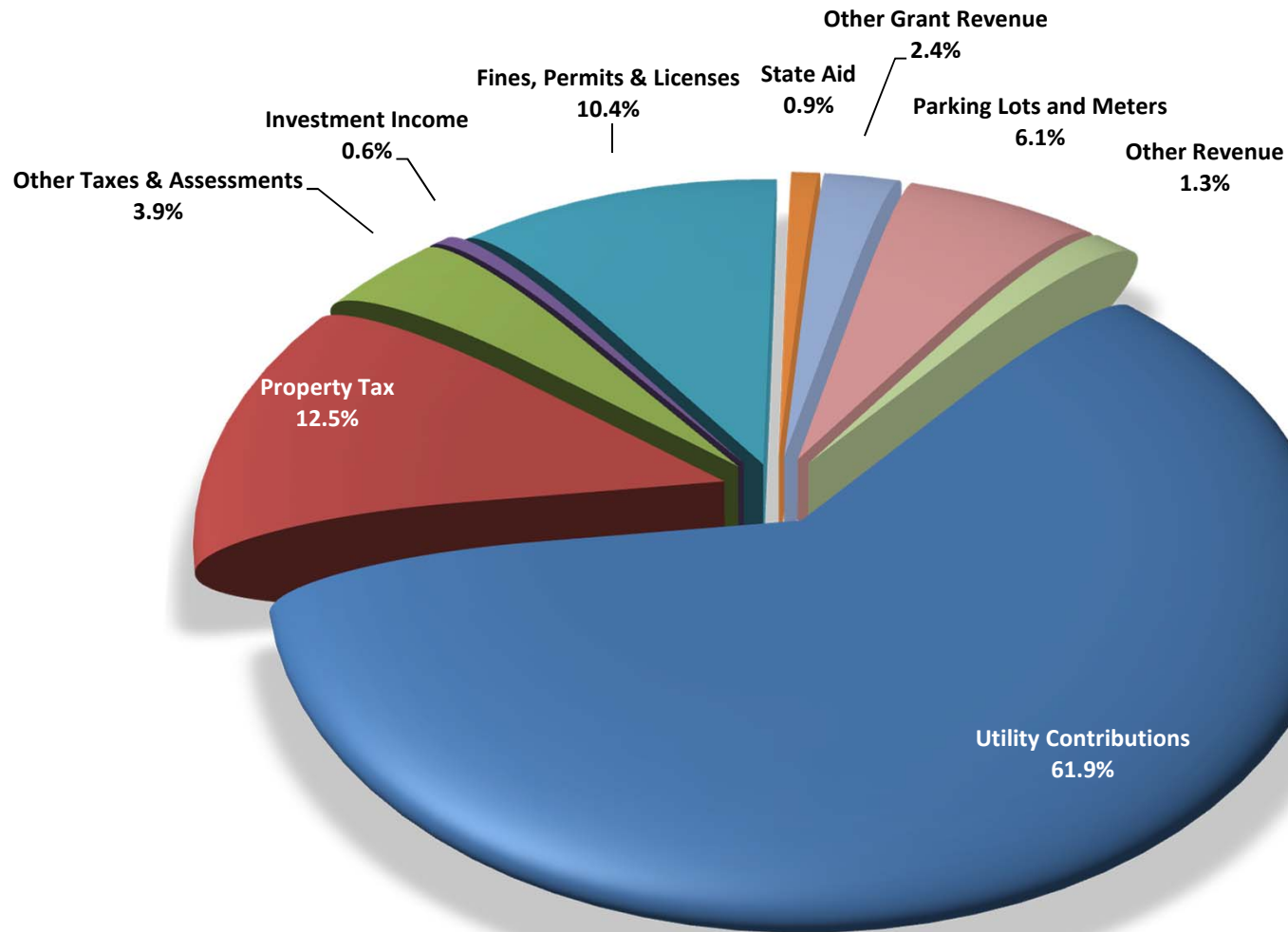
BUDGET AT A GLANCE

<u>WHERE IT COMES FROM</u>	<u>ACTUAL 2013</u>	<u>BUDGET 2014</u>	<u>BUDGET 2015</u>
Utility Contributions	58.6%	60.0%	61.9%
Property Tax	12.7%	12.9%	12.5%
Other Taxes and Assessments	4.4%	3.9%	3.9%
Investment Income	0.6%	0.7%	0.6%
Fines, Permits & Licenses	12.6%	11.0%	10.4%
State Aid	1.0%	0.9%	0.9%
Other Grant Revenue	3.3%	2.5%	2.4%
Parking Lots and Meters	5.3%	6.9%	6.1%
Other Revenue	1.6%	1.3%	1.3%
TOTAL	100%	100%	100%

WHERE IT GOES

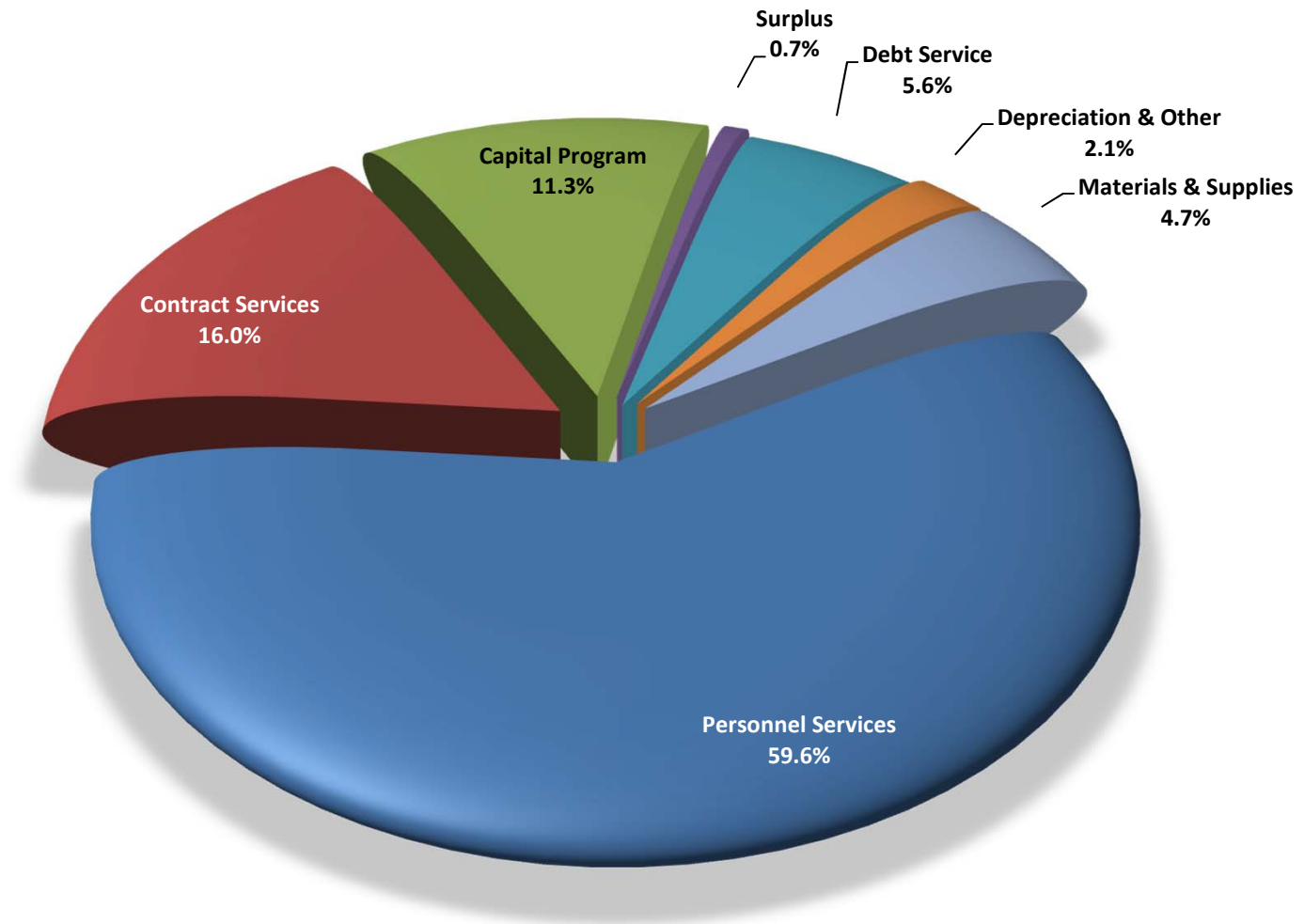
Personnel Services	57.8%	60.9%	59.6%
Contractual Services	12.8%	14.6%	16.0%
Materials & Supplies	4.8%	4.4%	4.7%
Capital Program	9.3%	10.8%	11.3%
Net Surplus	7.8%	0.5%	0.7%
Debt Service	4.2%	5.1%	5.6%
Equipment Depreciation & Other	3.2%	3.7%	2.1%
TOTAL	100%	100%	100%

REVENUES BY TYPE 2015 BUDGET



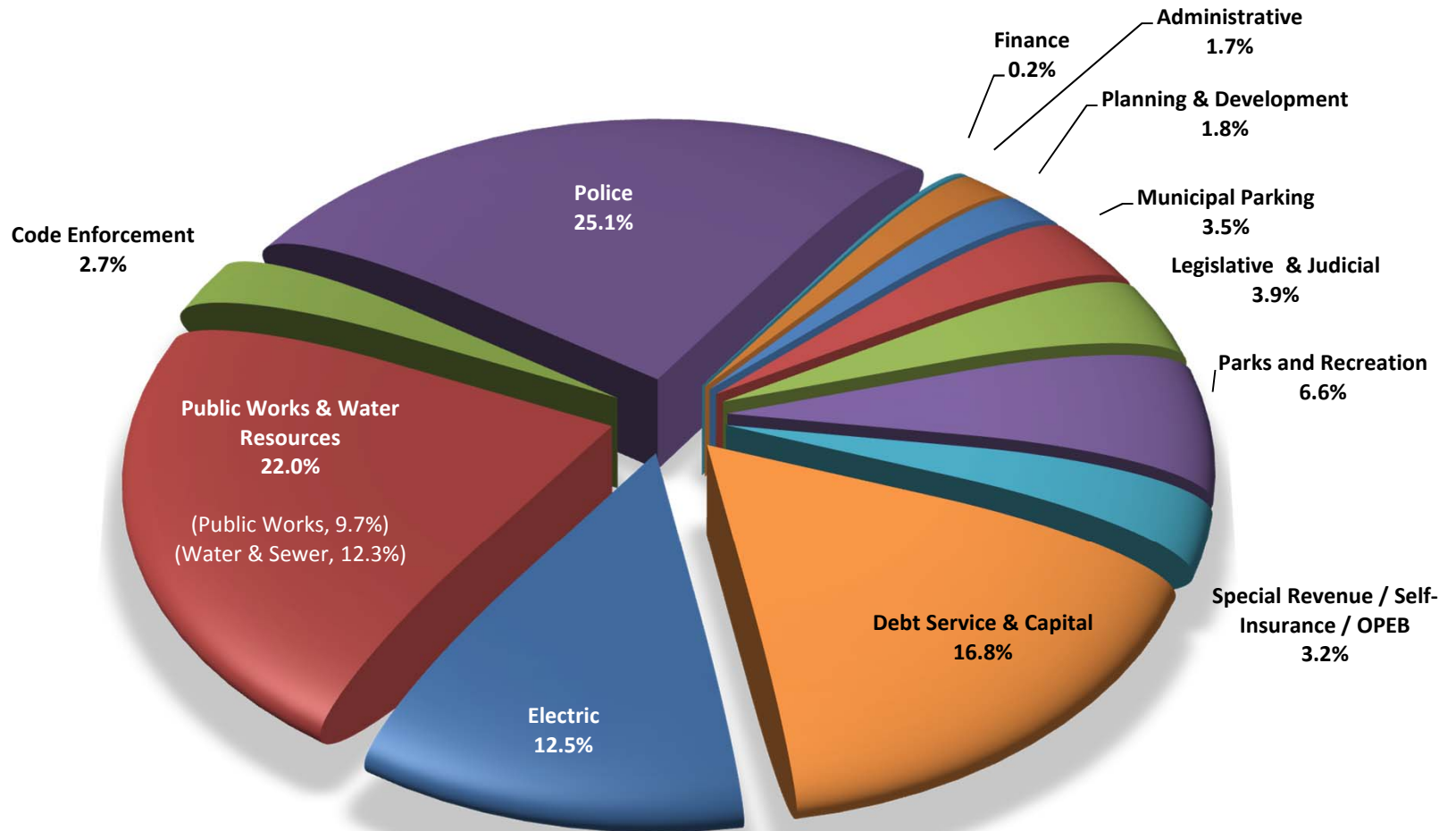
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EXPENDITURE BY FUNCTION 2015 BUDGET



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EXPENDITURES BY DEPARTMENT 2015 BUDGET



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CITY OF NEWARK, DELAWARE

HISTORICAL PERSONNEL COUNT

	2006		2007		2008		2009		2010		2011		2012		2013		2014		2015	
	Equiv		Equiv		Equiv		Equiv		Equiv		Equiv		Equiv		Equiv		Equiv		Equiv	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Electric	21	-	21	-	21	-	21	-	22	-	22	-	22	-	23	-	22	-	22	-
Water	19	-	19	-	19	-	19	-	17	-	17	-	17	-	21	0.5	23	1.0	22	1.0
Sewer	-	-	-	-	-	-	-	-	2	-	2	-	2	-	2	-	2	-	2	-
Refuse	15	-	15	-	14	-	13	-	13	-	12	-	12	-	11	-	10	-	9	-
Street	12	0.5	12	0.5	12	0.5	12	0.5	12	0.5	11	0.5	11	0.5	9	0.5	9	-	9	-
Maintenance	6	-	6	-	6	-	6	-	5	-	5	-	5	-	4	-	4	-	4	-
Engineering	11	-	11	-	11	-	10	0.5	10	0.5	10	-	10	-	8	-	5	-	7	-
Code Enforcement	11	1.5	11	1.5	11	1.5	11	1.0	10	1.0	10	1.0	9	1.0	9	1.0	9	1.0	10	1.0
Police	81	4.5	81	5.5	81	6.0	86	5.0	83	4.0	86	3.5	86	3.5	84	4.0	85	4.0	87	1.5
Finance	18	1.5	18	1.5	18	1.5	18	1.5	17	1.5	17	1.5	17	1.0	17	1.5	11	0.5	10	2.0
Planning	6	-	6	-	6	-	6	-	4	0.5	4	-	4	-	5	-	4	0.5	5	-
Parking	3	0.5	3	0.5	4	0.5	4	0.5	4	0.5	4	0.5	4	0.5	4	0.5	5	-	7	2.0
Administration	5	0.5	5	0.5	6	0.5	6	0.5	6	-	6	-	6	-	6	-	12	1.0	8	-
Information Tech	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	-
Legislative	3	0.5	3	0.5	3	0.5	3	0.5	3	0.5	3	0.5	3	0.5	3	0.5	3	1.0	3	1.0
Judicial	3	1.5	3	1.5	3	1.5	3	1.5	3	1.5	3	1.5	3	1.5	3	1.0	3	1.0	3	1.0
Parks & Recreation	15	4.0	16	3.5	16	4.0	16	4.0	17	3.0	17	2.5	17	2.5	17	2.5	17	2.5	16	2.5
Total	229	15.0	230	16.0	231	16.5	234	15.5	228	13.5	229	11.5	228	11.0	225	12.0	224	12.5	230	12.0

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

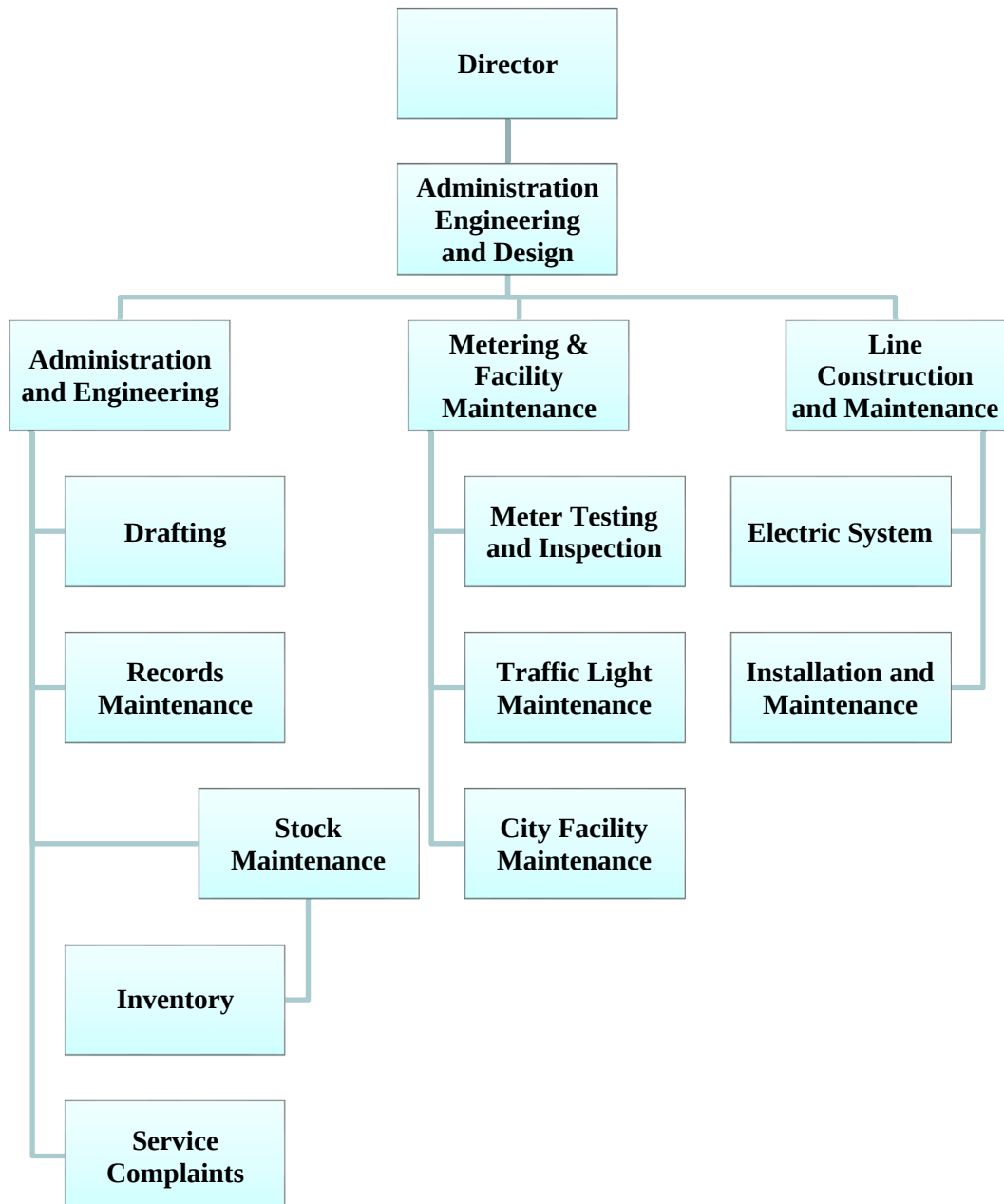
ELECTRIC FUND

Electric Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
REVENUES							
Sale of Electricity	\$57,457,358	\$55,788,636	\$53,094,738	\$50,618,455	\$49,187,983	\$50,677,732	\$49,613,699
No. of K.W.H.'s (Thousands)	406,053	401,980	402,465	402,020	408,488	400,620	401,749
Inter-Dept. Charges	852,100	832,000	832,000	721,800	720,700	720,700	728,500
Penalties	162,079	162,582	131,794	131,609	148,200	87,801	148,200
Service Fees	73,269	65,026	52,021	86,261	58,790	46,094	58,790
New Services	1,405	89,840	67,147	55,776	82,850	77,898	66,940
Application Fees	0	0	0	107,430	84,000	85,295	84,000
Solar Revenues	0	0	0	0	0	0	35,207
Other Revenues	60,119	131,057	106,660	299,656	62,143	98,112	43,124
Interest Revenue	8,195	26,582	47,860	49,272	55,360	61,190	61,190
Franchise Fees	2,733	0	2,733	244	2,300	2,300	2,300
Total	\$58,617,258	\$57,095,723	\$54,334,953	\$52,070,503	\$50,402,326	\$51,857,122	\$50,841,950
Less: Elec. Purchased	41,074,085	40,313,836	37,327,221	34,557,650	33,719,346	35,536,193	33,674,603
No. of K.W.H.'s (Thousands)	438,960	436,108	436,313	439,439	444,026	434,822	440,864
Gross Operating Revenue	\$17,543,173	\$16,781,887	\$17,007,732	\$17,512,853	\$16,682,980	\$16,320,929	\$17,167,347
OPERATING EXPENSES							
Personnel Services	\$2,279,332	\$2,338,206	\$2,285,936	\$2,446,004	\$2,660,429	2,707,535	\$2,621,010
Materials and Supplies	156,521	180,136	161,889	183,069	195,700	199,200	225,930
Contractual Services	749,359	1,018,679	807,219	901,459	1,008,408	1,013,408	1,066,553
Other Charges	202,785	215,682	264,608	413,753	602,963	942,676	996,983
Subtotal	\$3,387,997	\$3,752,703	\$3,519,652	\$3,944,285	\$4,467,501	\$4,862,819	\$4,910,476
Inter-Dept. Charges (net of Inter-Dept Sales)	1,121,282	1,181,512	1,295,598	1,249,651	1,033,410	1,190,102	1,415,901
Total Operating Expenses	\$4,509,279	\$4,934,215	\$4,815,250	\$5,193,936	\$5,500,911	\$6,052,921	\$6,326,377
Net Operating Margin (Before Capital Costs)	\$13,033,894	\$11,847,672	\$12,192,482	\$12,318,917	\$11,182,070	\$10,268,008	\$10,840,970

CITY OF NEWARK, DELAWARE

ELECTRIC DEPARTMENT



**ELECTRIC DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015						
		GRADE	STEP	ANNUAL				GRADE	STEP	ANNUAL				
				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT				FT POS	REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
ELECTRIC DIRECTOR	6020	31-	I	113,200	5,083	118,283	1.0	113,200	31-	I	116,566	5,586	122,152	1.0
DEPUTY DIRECTOR OF ELECTR	6020	26-	I	92,570	2,089	94,659	1.0	92,570	26-	I	95,587	2,375	97,962	1.0
ELECT. LINE SUPVR.	6200	21-	I	76,798	5,151	81,949	1.0	76,798	21-	I	79,072	5,595	84,667	1.0
ENGINEERING TECH	6030	14-	G	56,765	0	56,765	1.0	57,596	14-	G	59,674	989	60,663	1.0
SECRETARY I	6080	10-	G	49,516	2,749	52,265	1.0	54,249						
PURCHASING ASST	6080								13	G	57,218	3,221	60,439	1.0
SENIOR LINEMAN	6200	19-	5	75,252	3,589	78,841	1.0	74,984	19-	5	77,505	3,810	81,315	1.0
ELECTRIC MTR. TECH.	6030	17-	5	69,973	3,219	73,192	1.0	72,030	17-	5	74,463	3,536	77,999	1.0
ELECTRICIAN	6030	17-	5	69,973	4,598	74,571	1.0	62,920	17-	5	65,456	0	65,456	1.0
ELECTRICIAN	6030	17-	5	69,323	1,265	70,588	1.0	71,386	17-	5	73,663	1,463	75,126	1.0
LINEMAN 1ST CLASS	6200	17-	5	69,973	3,219	73,192	1.0	72,030	17-	5	74,463	3,536	77,999	1.0
LINEMAN 1ST CLASS	6200	17-	5	69,973	2,874	72,847	1.0	72,030	17-	5	74,463	3,170	77,633	1.0
LINEMAN 1ST CLASS	6200	17-	5	69,623	1,954	71,577	1.0	71,677	17-	5	74,113	2,195	76,308	1.0
LINEMAN 1ST CLASS	6200	17-	5	68,973	0	68,973	1.0	71,032	17-	5	73,663	1,219	74,882	1.0
LINEMAN 1ST CLASS	6200	17-	5	69,323	1,379	70,702	1.0	71,386	17-	5	73,663	1,585	75,248	1.0
LINEMAN 1ST CLASS	6200	17-	5	68,973	0	68,973	1.0	71,032	17-	5	73,163	0	73,163	1.0
LINEMAN 2ND CLASS	6200	14-	5	59,717	0	59,717	1.0	61,506	14-	5	63,351	0	63,351	1.0
LINEMAN 2ND CLASS	6200	14-	5	59,717	0	59,717	1.0	61,506	14-	5	63,351	0	63,351	1.0
JUNIOR LINEMAN	6200	10-	5	54,059	0	54,059	1.0	55,682	10-	5	57,352	0	57,352	1.0
JUNIOR LINEMAN	6200	10-	4	49,338	0	49,338	1.0	53,789	10-	5	56,511	0	56,511	1.0
JUNIOR LINEMAN	6200	10-	1	47,112	0	47,112	1.0	50,315	10-	3	52,257	0	52,257	1.0
JUNIOR LINEMAN	6200	10-	1	47,112	0	47,112	1.0	50,315	10-	3	52,257	0	52,257	1.0
STOREKEEPER	6040	8-	5	49,812	1,154	50,966	1.0	51,293	8-	5	53,098	1,312	54,410	1.0
FULL TIME SUBTOTALS				1,457,076	38,323	1,495,399	22.0	1,489,325			1,540,909	39,592	1,580,501	22.0
TRANSITIONAL WAGES	6200	11,668					11,668		32,000					32,000
STANDBY PAY	6619	32,000					32,000		90,000					90,000
OVERTIME	6620	90,000					90,000		90,000					90,000
OTHER SUBTOTALS				133,668	0	133,668	0.0	0			122,000	0	122,000	0.0
ELECTRIC DEPARTMENT TOTALS				1,590,744	38,323	1,629,067	22.0	1,489,325	*		1,662,909	39,592	1,702,501	22.0

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

ELECTRIC FUND

Expenditures:

Electric Department

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$207,593	\$209,279	\$214,209	\$199,816	\$205,771	\$205,770	\$212,153
6030 Engineering/Technical	230,780	246,785	266,644	276,338	266,034	265,160	273,256
6040 Warehousing	46,773	47,119	48,859	49,816	49,812	50,500	53,098
6080 Clerical	49,923	46,718	47,639	48,799	49,516	50,840	57,218
6200 Line Maintenance	772,654	680,309	622,924	667,741	897,611	918,360	945,184
6210 Inspectors	0	0	0	43,765	0	0	0
6580 Service Award	33,005	34,209	33,915	37,886	38,323	38,323	39,592
6590 Sick Pay	14,836	17,260	20,752	20,856	24,638	21,827	25,778
6619 Standby Pay	28,238	29,437	34,882	35,563	32,000	38,520	32,000
6620 Overtime	87,134	112,445	91,726	100,665	90,000	95,570	90,000
6880 Uniform Allowances	0	0	0	0	0	3,000	5,460
6920 Unemployment Comp. Ins.	6,697	7,934	8,231	7,521	14,146	10,933	11,704
6930 Social Security Taxes	108,943	106,388	103,439	111,286	126,335	129,122	131,986
6940 City Pension Plan	250,332	309,659	331,505	330,245	387,072	387,000	346,295
6950 Term Life Insurance	7,525	7,060	6,898	7,700	7,386	7,310	7,771
6960 Group Hospitalization Ins.	288,634	313,024	285,755	343,831	347,726	359,110	356,446
6961 Long-Term Disability Ins.	2,246	2,086	2,681	2,988	2,881	2,900	3,040
6962 Dental Insurance	21,337	21,549	19,228	22,540	21,658	21,630	22,710
6963 Flexible Spending Account	195	312	156	39	156	0	234
6964 Health Savings Account	0	0	1,500	1,875	1,500	3,000	3,750
6965 Post-Employment Benefits	122,487	146,633	144,993	136,734	97,864	97,860	0
6967 Emergency Room Reimbursements	0	0	0	0	0	800	3,335
TOTAL PERSONNEL SERVICES	\$2,279,332	\$2,338,206	\$2,285,936	\$2,446,004	\$2,660,429	\$2,707,535	\$2,621,010

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

ELECTRIC FUND

Expenditures:

Electric Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes and Supplies	\$1,919	\$3,961	\$3,477	\$4,554	\$3,600	\$3,600	\$3,600
7130 Tools, Field Sup., & Small Eq.	22,569	18,604	24,551	23,350	26,350	26,350	44,650
7140 Uniforms	6,190	7,305	12,532	13,711	18,000	18,000	22,800
7150 Office Supplies	1,157	2,836	1,802	2,035	4,000	4,000	3,500
7160 Books, Periodicals, Etc	735	742	293	768	680	680	680
7260 Line Maintenance	72,217	120,236	85,414	107,930	88,000	88,000	88,000
7270 Station Maintenance	16,662	17,332	19,938	18,189	23,000	23,000	23,000
7300 Machinery & Equip. Maintenance	150	84	34	7	500	500	500
7330 Meter Testing & Repairs	1,268	15	503	533	2,370	2,370	2,000
7350 Traffic Signal Maintenance	0	0	0	124	950	950	950
7370 Street Light Maintenance	17,529	12,600	16,086	19,819	18,000	18,000	18,000
7430 House Service Maintenance	5,255	1,114	0	1,563	8,500	12,000	16,500
7480 Communication Equip. Maint.	97	151	190	23	500	500	500
7540 Inventory Adjustment	9,530	(5,994)	(3,968)	(35,148)	0	0	0
7550 Miscellaneous Supplies	1,243	1,150	1,037	25,611	1,250	1,250	1,250
TOTAL MATERIALS & SUPPLIES	\$156,521	\$180,136	\$161,889	\$183,069	\$195,700	\$199,200	\$225,930

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

ELECTRIC FUND

Expenditures:

Electric Department

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8010 Freight	\$517	\$232	\$315	\$359	\$950	\$950	\$950
8020 Advertising	227	232	301	1,105	390	390	390
8030 Casualty Insurance	81,730	82,770	89,254	94,862	107,780	107,780	99,101
8040 Merchant Fees and Discounts	346,575	620,531	385,183	453,296	410,000	415,000	450,000
8050 Phone/Communications	7,450	7,057	7,684	8,075	8,650	8,650	14,984
8120 Outside Engineering	84,849	63,476	93,006	37,230	81,000	81,000	81,000
8130 Building & Equipment Rental	9,198	9,440	9,777	9,747	27,880	27,880	15,000
8131 Information Technology Cont'l	0	0	0	0	31,233	31,233	42,900
8190 Refuse Disposal	1,897	2,134	2,466	2,682	2,400	2,400	2,400
8260 Line Maintenance	26,066	24,398	23,018	51,653	29,200	29,200	39,200
8270 Station Maintenance	21,771	35,088	23,136	42,526	78,750	78,750	88,750
8300 Machinery & Equip. Maintenance	5,323	4,994	6,259	6,499	8,120	8,120	8,120
8350 Traffic Signal Maintenance	0	0	0	0	1,995	1,995	1,995
8420 Tree Removal	160,005	167,188	156,909	193,042	200,000	200,000	200,000
8480 Communication Equip. Maint.	283	0	0	0	1,060	1,060	1,060
8550 Misc. Contracted Services	3,367	1,139	9,911	383	19,000	19,000	5,000
8570 Public Relations	101	0	0	0	0	0	14,000
8899 Facilities Mowing	0	0	0	0	0	0	1,703
TOTAL CONTRACTUAL SERVICES	\$749,359	\$1,018,679	\$807,219	\$901,459	\$1,008,408	\$1,013,408	\$1,066,553

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

ELECTRIC FUND

Expenditures:

Electric Department

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9010 Bad Debt Expense	\$91,508	\$84,678	\$82,940	\$90,265	\$85,000	\$77,580	\$76,480
9020 Mileage & Small Bus. Expense	44	11	46	13	140	140	140
9040 Dues & Conference Expense	2,933	300	2,966	318	3,040	4,121	3,200
9050 Customer Deposits Interest	14,393	24,031	14,948	3,739	0	0	0
9055 Amortization of Lease Acquisition Costs	0	0	49	0	0	0	0
9056 Debt Service Principal-Smart Meters	0	0	0	33,306	197,918	495,193	505,520
9057 Debt Service Interest-Smart Meters	0	0	22,614	128,411	79,891	125,471	115,142
9060 Depreciation Expense	91,805	104,844	132,485	154,040	200,974	204,172	235,974
9070 Training	2,102	1,818	8,560	3,661	11,000	11,000	11,000
9091 Solar Rebate	0	0	0	0	0	0	2,400
9092 Notional Solar Cost	0	0	0	0	0	0	22,127
9099 Contingencies	0	0	0	0	25,000	25,000	25,000
TOTAL OTHER CHARGES	\$202,785	\$215,682	\$264,608	\$413,753	\$602,963	\$942,676	\$996,983

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Street Lights & Traffic Signals	(\$328,902)	(\$319,819)	(\$285,355)	(\$268,655)	(\$277,421)	(\$286,080)	(\$275,545)
Vehicles and Equipment	105,284	133,029	138,478	161,445	117,736	153,114	163,123
Buildings and Grounds	20,147	31,775	37,004	44,678	40,857	37,477	41,482
Billings & Accounting	539,611	519,608	521,687	560,194	434,694	433,725	433,707
Information Technology	0	0	0	0	0	158,941	340,252
Printing and Reproduction	1,021	1,113	1,233	1,213	1,287	1,388	1,313
Warehousing	(12,355)	(15,491)	(16,551)	(17,147)	(16,730)	(16,473)	(20,197)
Electricity	(645,009)	(628,457)	(566,363)	(541,201)	(467,158)	(468,188)	(476,572)
Administrative Overhead	607,493	645,726	657,913	602,950	493,245	475,598	503,638
Other Indirect Charges	(18,108)	(17,972)	(24,448)	(15,626)	(13,800)	(20,100)	(23,800)
TOTAL INTER-DEPT. CHARGES	\$269,182	\$349,512	\$463,598	\$527,851	\$312,710	\$469,402	\$687,401

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

ELECTRIC FUND

Electric Department

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	2014 BUDGET	PROJECTED	BUDGET
CAPITAL PROJECTS BUDGET		2010	2011	2012	2013	AS AMENDED	2014	2015
9621	Building & Structures	\$48,785	\$1,954	\$5,339	\$266,390	\$0	\$0	\$0
9622	Machinery & Equipment	15,089	0	69,425	4,841	21,000	16,821	0
9623	Autos & Trucks	46,978	6,185	247,799	0	0	0	0
9730	CIP - Stations Material	73,044	587,590	508,420	63,575	518,500	372,155	500,000
9760	CIP - Lines Material	245,557	209,193	269,232	443,226	289,000	155,804	126,580
9830	CIP - Stations Labor	12,684	8,658	139,130	0	66,000	0	0
9860	CIP - Lines Labor (1)	598,774	102,912	34,868	85,057	151,000	0	46,000
TOTAL CAPITAL PROJECTS BUDGET		\$1,040,911	\$916,492	\$1,274,213	\$863,089	\$1,045,500	\$544,780	\$672,580
CAPITAL PROJECT NUMBER & DESCRIPTION				CAPITAL RESERVES	OTHER SOURCES	CURRENT RESOURCES	EQUIPMENT REPLACEMENT	
E1501	New Lines & Services			\$0	\$0	\$125,000	\$0	
E1503	Star Campus Substation			0	300,000	0	0	
E1504	LED Streetght Installation			0	581,250	0	0	
E1402	12 KV Line Extension			42,765	0	0	0	
E1105	New Transformers & Circuit Breakers			60,000	0	500,000	0	
E0503	SCADA & Automatic Switching			18,420	0	47,580	0	
EEQSF	Vehicle Replacement Program			0	0	0	0	
TOTAL ELECTRIC FUND				\$121,185	\$881,250	\$672,580	\$0	
(1) In 2010, Deldot funded a project to move Elkton Road lines.								

ELECTRIC DEPARTMENT PROFILE

The Electric Department is responsible for the engineering, planning and design and direction of all electric departmental operations including staff supervision, purchasing, records management, operations planning, budget preparation and control, and capital improvement planning. Responsibilities include planning, designing and supervising the construction of electrical distribution system which consists of power lines, substations, lighting systems and traffic signals. Plans review, drawings and engineering analysis for construction work is provided under this program. The Department also handles the meter relay and electrical maintenance program, including installing and maintaining electrical systems in city buildings, water wells, water and waste water pumping stations, traffic lights and control systems, meters and other facilities. The Department's electrical line construction and maintenance program is responsible for maintaining 165 miles of electric lines, substation sites, substation units, circuit breakers, and transformers. In addition to maintaining the City's electrical distribution system, new power lines, substations and underground electric utilities are constructed and installed to expand services to new customers. Additional responsibilities include maintaining and installing street lights and traffic signals, trimming trees along electric right-of-way, and providing distribution and sub transmission switching and sectionalizing.

Key accomplishments in 2014 include a voltage upgrade in the Devon and Binns development, installation of a new 10MVA transformer in the Phillips Avenue Substation and installation of the smart meter system. In addition, the South Chapel Street and Fremont Road Substations were connected to the SCADA system and voltage regulating equipment was upgraded at nine substations.

In 2015 a new 10MVA substation transformer will be installed at the East Main Street Substation. A voltage upgrade will be completed on parts of Kells Avenue, East Park Place, South Chapel Street, Tyre Avenue and Cleveland Avenue and the SCADA system installation will be completed and fully operational.

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

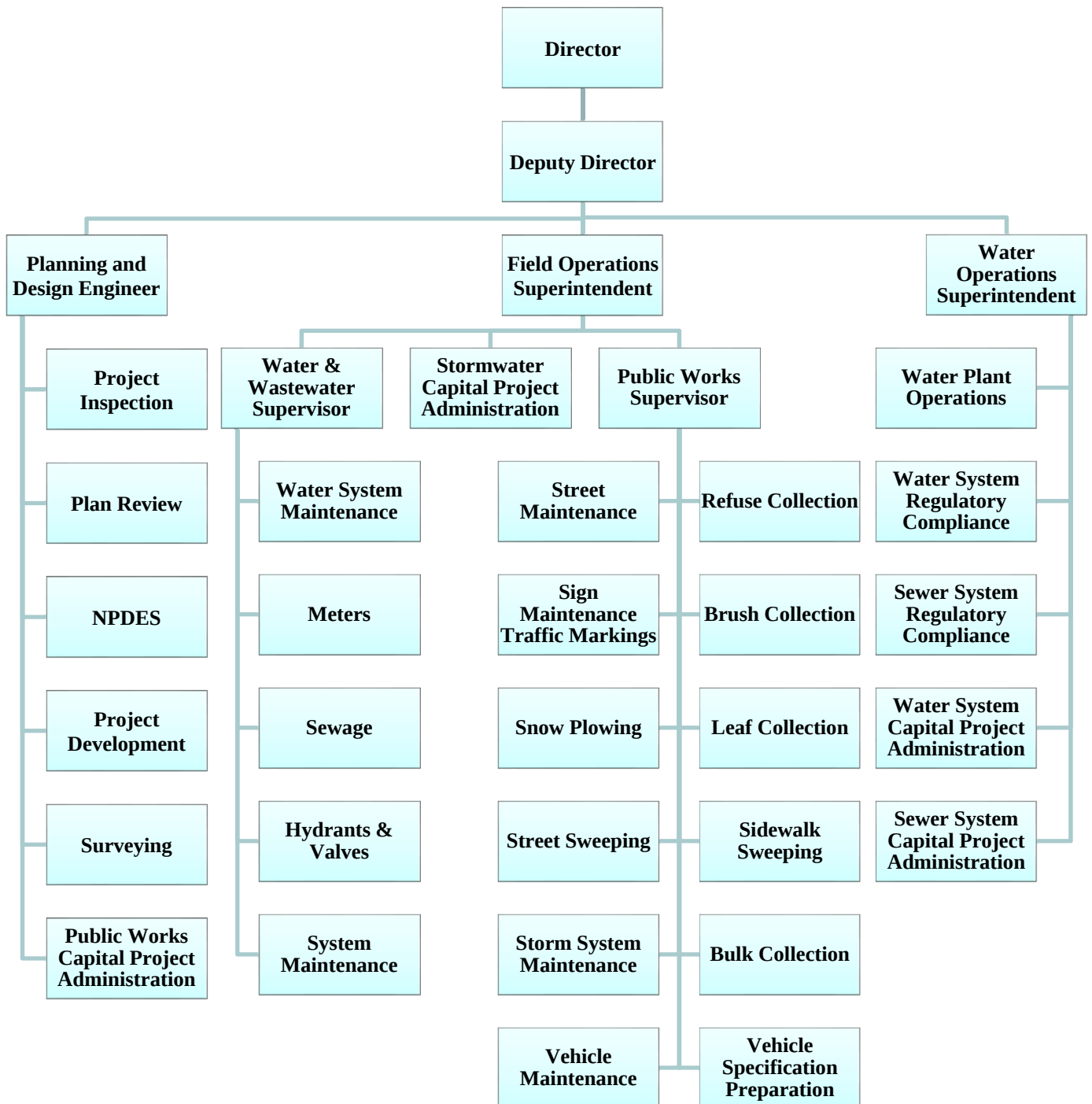
WATER FUND

Public Works and Water Resources - Water Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
REVENUES							
Sale of Water	\$6,175,600	\$6,101,325	\$7,142,597	\$7,041,009	\$7,947,233	\$8,278,183	\$ 9,437,034
No. of Gallons (Thousands)	1,023,461	1,029,332	1,059,896	1,003,483	1,112,927	1,098,810	1,156,995
Penalties	18,853	26,121	21,633	24,070	24,630	15,234	24,630
Service Fees	81,094	43,771	21,285	65,108	38,040	28,798	38,040
Other Revenues	335,196	198,814	162,244	158,634	149,860	212,481	175,860
Interest Revenue	31,580	26,940	27,182	28,807	41,590	30,250	30,250
Total	\$6,642,323	\$6,396,971	\$7,374,941	\$7,317,628	\$8,201,353	\$8,564,946	\$9,705,814
Less: Water Purchased	0	30	18	16	0	131,389	0
No. of Gallons (Thousands)	0	0	0	0	0	36,478	0
Gross Operating Revenue	\$6,642,323	\$6,396,941	\$7,374,923	\$7,317,612	\$8,201,353	\$8,433,557	\$9,705,814
OPERATING EXPENSES							
Personnel Services	\$1,610,318	\$1,748,241	\$1,787,101	\$2,158,229	\$2,387,797	\$2,527,431	\$2,400,497
Materials & Supplies	266,148	275,629	269,969	265,723	257,200	303,543	293,750
Contractual Services	410,840	567,552	479,117	527,892	676,600	655,677	907,150
Other Charges	1,433,786	1,347,864	1,451,925	1,528,043	1,856,090	1,851,080	1,861,343
Subtotal	\$3,721,092	\$3,939,286	\$3,988,112	\$4,479,887	\$5,177,686	\$5,337,730	\$5,462,740
Inter-Dept. Charges	732,720	761,099	777,615	756,866	590,932	695,269	983,459
Total Operating Expenses	\$4,453,812	\$4,700,385	\$4,765,727	\$5,236,753	\$5,768,618	\$6,032,999	\$6,446,199
Net Operating Margin (Before Capital Costs)	\$2,188,511	\$1,696,556	\$2,609,196	\$2,080,859	\$2,432,735	\$2,400,558	\$3,259,615

CITY OF NEWARK, DELAWARE

PUBLIC WORKS AND WATER RESOURCES



**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
WATER DIVISION**

POSITION	BUDGET ACCT	GRADE STEP	2014				TOTAL SALARY RATE AT 12/31/2014	GRADE STEP	2015			
			ANNUAL						ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
DIRECTOR PW & WR	6020	31- I	19,063	0	19,063	1.0	100,000	31- D	105,403	0	105,403	1.0
DEP DIRECTOR PW-WR	6020	26- D	86,411	0	86,411	1.0	77,000	26- D	81,954	0	81,954	1.0
WATER OPERATIONS SUP	6020	23- I	81,982	1,857	83,839	1.0	74,373	22- D	77,370	0	77,370	1.0
FIELD OPERATIONS SUP	6020	22- D	72,308	0	72,308	1.0						
PW-WR SUPERVISOR	6020	17- D	62,848	2,162	65,010	1.0	65,292	17- D	68,987	2,493	71,480	1.0
STORM. PROG. COORD.	6030	17- G	63,843	1,277	65,120	1.0	65,137	17- G	67,431	1,446	68,877	1.0
WATER AND SEWER INSP	6210	14- G	56,757	2,081	58,838	1.0	60,899	16- F	63,696	2,365	66,061	1.0
SECRETARY I	6080	10- G	48,816	1,617	50,433	1.0	49,883	10- G	52,010	1,775	53,785	1.0
CHIEF SURVEYOR	6210	15- G	29,691	689	30,380	0.5						
SURVEY INST. TECH	6030	11- G	25,228	0	25,228	0.5						
HEAVY EQ. OPER/MECH	6200	10- 3	52,542	963	53,505	1.0	56,035	10- 5	57,852	1,147	58,999	1.0
SEN WATER PLANT OP	6220	10- 5	54,818	2,010	56,828	1.0	59,987	16- 1	62,058	2,329	64,387	1.0
WATER MTR TECH	6200	10- 5	54,059	2,343	56,402	1.0	56,680	10- 5	58,652	2,581	61,233	1.0
WATER PLANT OPERATOR	6220	8- 5	49,462	989	50,451	1.0	57,387	14- 3	59,245	1,273	60,518	1.0
WATER PLANT OPERATOR	6220	8- 5	49,462	0	49,462	1.0	57,034	14- 3	58,745	0	58,745	1.0
WATER PLANT OPERATOR	6220						54,808	14- 3	57,017	0	57,017	1.0
MAINTENANCE IV	6230	8- 5	50,459	2,308	52,767	1.0	51,938	8- 5	53,767	2,536	56,303	1.0
MAINTENANCE IV	6200	8- 5	50,102	1,566	51,668	1.0	51,584	8- 5	53,505	1,749	55,254	1.0
MAINTENANCE I	6230						39,645	1- 3	40,970	0	40,970	1.0
SWEEPER OPERATOR	6240	7- 5	48,188	1,268	49,456	1.0	49,629	7- 5	51,404	1,430	52,834	1.0
MAINTENANCE III	6200	6- 5	46,784	1,230	48,014	1.0	48,173	6- 5	49,904	1,387	51,291	1.0
EQUIPMENT OPERATOR	6230	3- 5	44,306	1,804	46,110	1.0	45,594	3- 5	47,233	1,990	49,223	1.0
EQUIPMENT OPERATOR	6200	3- 5	43,663	794	44,457	1.0	44,949	3- 5	46,433	919	47,352	1.0
EQUIPMENT OPERATOR	6200	3- 5	43,509	0	43,509	1.0	44,595	3- 5	45,933	0	45,933	1.0
EQUIPMENT OPERATOR	6200	3- 2	41,522	0	41,522	1.0	44,595	3- 5	45,933	0	45,933	1.0
EQUIPMENT OPERATOR	6200	3- 2	41,522	0	41,522	1.0	40,685					
FULL TIME SUBTOTALS			1,217,345	24,958	1,242,302	23.0	1,295,901		1,305,502	25,420	1,330,922	22.0
MAINTENANCE WORKER	6230	E	28,700		28,700	0.5		E	29,701		29,701	0.5
CLERK TYPIST	6080	D	16,820		16,820	0.5		F	24,310		24,310	0.5
SEASONAL	6610								6,000		6,000	
OVERTIME	6620		160,000		160,000				165,000		165,000	
TRANSITIONAL WAGES	6200		8,947		8,947							
SHIFT DIFFERENTIAL	6621		1,000		1,000				2,500		2,500	
HOLIDAY PREMIUM	6622		12,000		12,000				12,500		12,500	
WEEKEND PREMIUM	6623		38,000		38,000				35,000		35,000	
OTHER SUBTOTALS			265,467	0	265,467	1.0	0		275,011	0	275,011	1.0
WATER DEPARTMENT TOTALS			1,482,812	24,958	1,507,769	24.0	1,295,901 *		1,580,513	25,420	1,605,933	23.0

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

WATER FUND

Expenditures:

Public Works and Water Resources - Water Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory ¹	\$185,099	\$214,069	\$260,381	\$323,579	\$322,612	\$355,690	\$333,714
6030 Engineering/Technical ²	0	0	0	63,250	89,071	116,340	67,431
6080 Clerical	46,068	46,068	47,001	50,002	65,636	76,460	76,320
6200 Line Maintenance	390,972	383,166	373,795	267,505	382,650	303,420	358,212
6210 Inspectors ³	54,133	54,133	54,536	56,860	86,448	121,020	63,696
6220 Plant Operators	197,246	197,246	200,844	159,374	153,742	191,440	237,065
6230 Maintenance Workers	0	0	0	152,820	123,465	197,930	171,671
6240 Sweeper Operator	0	0	0	48,197	48,188	48,490	51,404
6580 Service Award	20,208	21,177	17,708	23,238	24,958	24,958	25,420
6590 Sick Pay	5,889	8,170	10,373	11,323	12,224	11,989	11,613
6600 Part-Time	0	0	0	19,156	0	0	0
6610 Seasonal	0	0	0	0	0	0	6,000
6620 Overtime	161,900	158,199	126,216	163,531	160,000	150,000	165,000
6621 Shift Differential	624	853	460	208	1,000	2,000	2,500
6622 Holiday Premium	9,462	10,231	9,125	7,656	12,000	12,000	12,500
6623 Weekend Premium	0	23,100	39,413	31,574	38,000	38,000	35,000
6880 Uniform Allowances	0	0	0	1,864	1,000	5,037	5,400
6920 Unemployment Comp. Ins.	4,840	6,263	5,941	6,892	15,559	12,647	12,321
6930 Social Security Taxes	79,196	82,047	87,526	101,058	116,356	126,590	117,928
6940 City Pension Plan	164,470	203,455	216,815	256,365	304,608	306,440	302,260
6941 Defined Contribution 401(a) Plan	0	0	0	0	5,055	7,630	14,408
6950 Term Life Insurance	3,993	4,614	4,661	5,668	6,330	6,010	6,682
6960 Group Hospitalization Ins.	187,407	223,927	218,892	278,376	316,591	310,400	294,811
6961 Long-Term Disability Ins.	1,364	1,540	1,806	2,198	2,436	2,400	2,592
6962 Dental Insurance	12,672	13,566	13,271	16,869	18,870	18,700	17,454
6963 Flexible Spending Account	33	78	78	26	156	0	156
6964 Health Savings Account	0	0	3,000	4,500	3,000	750	1,500
6965 Post-Employment Benefits	84,742	96,339	95,259	106,140	76,905	76,910	0
6966 Retirement Health Savings Account	0	0	0	0	938	1,780	3,959
6967 Emergency Room Reimbursements	0	0	0	0	0	2,400	3,480
TOTAL PERSONNEL SERVICES	\$1,610,318	\$1,748,241	\$1,787,101	\$2,158,229	\$2,387,797	\$2,527,431	\$2,400,497

¹In 2010, Supervisory employees included only the Water Director and Water Quality Engineer. The 2015 budget includes the Director of PWWR, Deputy Director PWWR, Water Operations Supervisor and PWWR Supervisor

²The 2014 budget includes Stormwater Program Coordinator and Survey Instrument Technician. The 2015 budget only includes Stormwater Program Coordinator.

³For the 2015 budget the Chief Surveyor and Survey Instrument Technician are reclassified to Engineering Division.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

WATER FUND

Expenditures:

Public Works and Water Resources - Water Division

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7080 Pumping Station Electric	\$55,893	\$39,982	\$40,669	\$35,155	\$35,000	\$36,000	\$37,500
7090 Treatment Plant Chemicals	103,481	107,796	103,689	89,495	125,000	125,000	123,500
7110 Safety Shoes and Supplies	4,510	2,594	2,089	5,174	3,500	4,584	5,400
7130 Tools, Field Sup., & Small Eq.	9,467	7,487	9,036	12,136	9,500	9,500	10,950
7140 Uniforms	2,509	0	504	1,129	1,000	112	0
7150 Office Supplies	1,539	2,055	3,840	2,788	3,000	3,000	3,000
7260 Line Maintenance	36,492	51,520	41,342	61,753	40,000	64,066	50,000
7270 Station and Well Maintenance	5,370	3,069	2,525	2,343	2,500	1,500	3,000
7275 Reservoir Maintenance	6,088	4,562	3,006	685	5,200	4,500	5,000
7280 Treatment Plant Maintenance	10,159	10,948	18,715	29,273	25,000	20,000	25,000
7300 Machinery & Equipment Maint.	3	37	89	147	0	2,000	0
7330 Meter Testing and Repairs	38,122	45,834	52,317	13,243	5,000	27,000	20,000
7401 Stormwater Program Supplies	0	0	0	4,899	0	3,000	7,900
7440 Conservation Program	0	0	1,540	0	2,500	0	2,500
7540 Inventory Adjustment	(8,738)	(988)	(9,659)	6,967	0	3,081	0
7550 Miscellaneous Supplies	1,253	733	267	536	0	200	0
TOTAL MATERIALS & SUPPLIES	\$266,148	\$275,629	\$269,969	\$265,723	\$257,200	\$303,543	\$293,750

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

WATER FUND

Expenditures:

Water Department

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8020 Advertising	\$2,203	\$5,657	\$6,626	\$6,691	\$2,000	\$4,000	\$4,000
8030 Casualty Insurance	96,207	90,468	101,576	117,704	136,817	136,817	137,177
8040 Merchant Fees and Discounts	38,727	67,691	50,849	62,650	65,000	60,000	60,000
8050 Phone/Communications	5,160	5,216	5,699	7,003	6,000	7,700	5,460
8120 Outside Engineering	79,135	88,102	75,352	50,790	80,000	100,000	92,500
8130 Building & Equipment Rental	800	260	2,399	3,802	1,000	3,500	3,500
8131 Information Technology Cont'l	0	0	0	0	8,033	360	24,138
8150 Water Service Contracts	0	0	0	0	0	0	83,425
8260 Line Maintenance	41,496	156,709	115,316	78,430	180,000	180,000	155,000
8270 Station Maintenance	15,190	9,402	6,433	6,369	13,000	15,000	11,500
8275 Reservoir Maintenance	28,204	91,861	35,001	51,601	75,000	45,000	50,000
8280 Treatment Plant Maintenance	56,264	43,554	59,617	82,130	50,000	60,000	65,000
8300 Machinery & Equip. Maint.	768	367	401	0	750	300	0
8320 Well Maintenance	37,645	3,896	11,830	28,025	27,000	10,000	20,000
8325 Tank Cleaning and Inspection	0	0	0	0	0	0	20,000
8330 Meter Testing and Repairs	0	445	0	0	15,000	1,000	5,000
8401 Stormwater Program Contractual	0	0	0	23,481	0	15,000	35,800
8440 Conservation Program	0	0	3,078	200	5,000	5,000	5,000
8460 Street Sweeping Contract	0	0	0	0	0	0	100,000
8480 Communication Equip. Maint.	0	50	0	0	0	0	0
8550 Misc. Contracted Services	9,041	3,874	4,940	9,016	12,000	12,000	4,650
8899 Mowing Contract	0	0	0	0	0	0	25,000
TOTAL CONTRACTUAL SERVICES	\$410,840	\$567,552	\$479,117	\$527,892	\$676,600	\$655,677	\$907,150

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

WATER FUND

Expenditures:

Public Works and Water Resources - Water Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OTHER CHARGES							
9010 Bad Debt Expense	\$5,030	\$2,899	\$2,188	\$2,213	\$0	\$0	\$0
9020 Mileage & Small Bus. Expense	11	102	38	52	150	150	150
9040 Dues & Conference Expense	2,753	3,010	2,141	1,815	5,000	5,000	6,000
9051 Debt Service Principal	815,000	840,000	990,000	985,000	1,005,000	1,005,000	1,020,000
9052 Debt Service Interest	549,422	419,408	316,366	274,404	260,450	280,150	240,350
9053 Bond Costs	0	8,203	14,720	0	0	0	0
9054 Amortization of Refinance Loss	0	0	34,443	34,443	0	0	0
9055 Amortization of Lease Acquisition Costs	0	0	441	0	0	0	0
9056 Debt Service Principal-Smart Meters	0	0	0	0	303,165	313,772	320,675
9057 Debt Service Interest-Smart Meters	0	0	3,580	118,796	122,376	111,754	104,852
9058 Debt Service Principal-ECM	0	0	0	27,388	31,876	31,876	32,515
9059 Debt Service Interest-ECM	0	0	5,517	6,236	5,765	5,765	5,126
9060 Depreciation Expense	59,692	71,607	82,491	76,381	105,308	95,612	114,175
9070 Training	1,878	2,635	0	1,315	2,000	2,000	2,500
9099 Contingencies	0	0	0	0	15,000	0	15,000
TOTAL OTHER CHARGES	\$1,433,786	\$1,347,864	\$1,451,925	\$1,528,043	\$1,856,090	\$1,851,080	\$1,861,343

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
INTER-DEPT. CHARGES							
Vehicle and Equipment	\$97,017	\$118,928	\$109,502	\$138,587	\$93,490	\$128,900	\$137,214
Buildings and Grounds	5,958	9,397	10,944	13,213	12,083	11,084	10,281
Billings & Accounting	82,004	79,613	79,828	85,175	85,777	64,723	96,019
Information Technology	0	0	0	0	0	158,941	286,580
Printing and Reproduction	1,014	1,104	1,224	1,204	1,277	1,377	1,303
Warehousing	8,385	9,583	10,238	11,297	11,780	11,497	16,306
Electricity	259,717	255,693	250,746	237,428	236,250	233,299	238,008
Administrative Overhead	275,356	284,081	292,887	296,685	268,887	235,108	333,460
Other Indirect Charges	3,269	2,700	22,246	(26,723)	(118,612)	(149,660)	(135,712)
TOTAL INTER-DEPT. CHARGES	\$732,720	\$761,099	\$777,615	\$756,866	\$590,932	\$695,269	\$983,459

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

WATER FUND

Public Works and Water Resources - Water Division

CAPITAL PROJECTS BUDGET	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9580 Consulting Fees	\$3,990	\$2,288	\$328,898	\$0	\$0	\$0	\$110,000
9622 Machinery & Equipment	70,898	154,261	15,805	0	171,204	0	51,817
9623 Autos & Trucks	17,813	0	112,766	0	0	0	0
9720 CIP - Storm Sewers Material	0	0	0	150	0	0	26,640
9730 CIP - Station Material	0	8,496	0	0	0	0	0
9740 CIP - Water Treat. Plant Mat'l	0	70,235	143,798	152,190	165,000	91,712	260,000
9760 CIP - Lines Material	0	15,939	0	0	40,000	0	115,386
9840 CIP - Water Treat. Plant Labor	0	0	2,258	0	90,000	0	35,000
9960 CIP - Lines Contractual	22,055	118,693	982,219	200,498	502,000	168,876	1,326,522
TOTAL CAPITAL PROJECTS BUDGET	\$114,756	\$369,912	\$1,585,744	\$352,838	\$968,204	\$260,588	\$1,925,365
CAPITAL PROJECT NUMBER & DESCRIPTION	<u>GRANTS</u>	<u>CAPITAL RESERVES</u>	<u>OTHER SOURCES</u>	<u>CURRENT RESOURCES</u>	<u>EQUIPMENT REPLACEMENT</u>		
W1501 Water Monitoring/Reservior Upgrades	\$0	\$0	\$0	\$150,000	\$0		
W1502 Pump and VFD Efficiency Upgrades	150,000	0	0	0	0		
W1503 Academy Street Interconnection Station	0	0	0	50,000	0		
W1401 Re-Bed Filters 1 and 2	0	180,000	0	70,000	0		
W1402 Air Stripper Replacement/Storage Tank Config.	0	75,000	0	75,000	0		
W1403 Storm Water Projects	0	0	500,000	0	0		
W1303 Water System Master Plan	150,000	40,000	0	110,000	0		
W1304 Eliminate Tank Overflows	0	39,614	0	40,386	0		
W1201 Water Main: Windy Hills to Red Mill	0	22,500	0	70,000	0		
W1101 Curtis Plant Intake Replacement	0	173,000	0	0	0		
W1102 Lime Silo/Delivery Rehabilitation	0	13,650	0	0	0		
W1103 Repairs to Concrete Tank	0	359,913	0	0	0		
W0807 Arbour Park Booster Station Improvements	0	398,374	0	0	0		
W0503 Well Restoration	0	55,636	0	0	0		
W0403 Water Tank Mixing Retrofit	0	181,095	0	0	0		
T0101 NPDES Phase II Stormwater Quality	0	13,360	0	26,640	0		
W0002 Alternative Disinfection Equipment	0	50,000	0	75,000	0		
W9302 SCADA System	0	218,183	0	51,817	0		
W9308 Water Main Renovation Program	0	148,478	0	851,522	0		
W8605Water Tank Maintenance	0	175,500	0	355,000	0		
WEQSF Vehicle Replacement Program	0	0	0	0	0		
TOTAL WATER FUND	\$300,000	\$2,144,303	\$500,000	\$1,925,365	\$0		

PUBLIC WORKS AND WATER RESOURCES DEPARTMENT PROFILE

The Public Works and Water Resources Department is responsible for potable water treatment and delivery, sanitary sewage collection and transmission services, refuse collection, vehicle maintenance, engineering, surveying, street maintenance and stormwater management through its program divisions described below:

Engineering

The Engineering Division is responsible for the engineering review of new subdivision plans, sediment and stormwater program per the DNREC delegated agency program, construction inspection, public works contract administration, survey support, administration of our annual Sidewalk Program and administration of our annual Street Improvement Program.

In regards to stormwater management, the City is responsible for both the state-wide sediment and stormwater management and the national pollutant discharge elimination system (NPDES) Phase 2 stormwater quality program. The state-wide sediment and stormwater management, which began in July, 1991 was delegated by the State of Delaware to certified Public Works personnel for review of plans, construction inspection and maintenance of stormwater management facilities. The City, per federal mandate, has been listed as a City required to comply with the 1999 NPDES Phase 2 regulations, which deals strictly with the quality of stormwater and has recently been moved to the water division due to its close alignment with source water protection. The review of stormwater plans and calculations is included in the review of new subdivision construction improvement plans. In 2014 we issued 19 detailed sediment and stormwater construction permits and 8 standard plan permits. We also successfully completed all of our objectives listed in our NPDES permit. In addition to completing our objectives for our NPDES permit and reviewing new subdivision plans, the division implemented new stormwater regulations promulgated by the state.

In regards to subdivision inspection services, inspection continued on numerous subdivisions, commercial projects, U of D sites and new single family home construction sites.

Each year, the division inspects one seventh of the City's area for sidewalk compliance with ADA requirements and sends out notifications to residents for repairs. The eighteenth year of the Sidewalk Maintenance Program was implemented. This program provides protection to both the residents and the City from liability associated with trip and fall lawsuits and other ADA complaints which can and have resulted in civil awards of hundreds of thousands of dollars apiece.

Each year the division performs an annual street survey to compile the condition rating for all streets. In the past, we have prioritized repairs utilizing this rating on a

worst-first criteria. For several years we engaged a consulting engineer to utilize an optimization software program to determine the most cost effective road restoration program. Due to budget considerations, in 2013 and 2014 we reverted to a combination of optimization information remaining from 2012 and observational analysis to determine which roads would be repaired and how we would split our available funds between preventative, functional or structural maintenance. We plan to restore the computer optimization program at the earliest opportunity so that we can more effectively utilize our funding, increase our overall street rating and reduce the dollar value of our backlog of streets needing repair. As we build out our GIS system over the next couple of years we will be looking at new software packages to assist with this process and long term forecasting.

Per the Americans with Disabilities Act (ADA) a transition plan was established to bring all sidewalk accessibility into compliance within 20 years. This 20 year program is based on the completion of approximately 50 handicap ramps per year. In 2014 we were able to complete 58 ramps including those completed under the street contract.

Refuse Division

The Refuse Division performs numerous services including regular trash collection, curbside recycling collection, bulk or special pick-up service, Green Wednesday yard waste collection, and transfer station operation. The curbside program and the Green Wednesday yard waste collection program were implemented in 2009. We continue to experience significant diversion of recyclable materials and are working with DSWA to develop a new Differential Disposal agreement that will pay us for recyclables when the price rises above an established floor. In no case will be required to pay a tipping fee for recyclables.

During 2013 we stopped using the City Transfer Station and have been taking our trash to the County transfer facility outside of Middletown. The use of State roads allows us to haul larger loads. Keeping the trucks out of the landfill has eliminated maintenance issues with corrosion, tire, and equipment damage. Eliminating the transfer station will also allow us to avoid significant costs to repair and replace equipment at the city facility as well as eliminate the need for several pieces of rolling stock and reduce personnel demands.

In 2014 we successfully continued hauling directly to the Pine Tree Corners transfer station and are now comfortable to dismantle the City's transfer station. We are in the process of DNREC closure plan approval which required soil sampling and other activities prior to decommissioning the facility fully. We have been working with UD on the closure plan and conversion during 2015 to a yard waste processing facility which will allow us to convert Iron Glen back to its originally desired use of a park. UD has expressed interest in using a portion of the transfer station property for their yard waste processing facility as well.

Street Division

The Street Division is responsible for several operational tasks including minor repairs of streets and curbs, repair of city owned sidewalks, maintenance of the City's compost areas, the application of traffic control road markings and placement of traffic control signs, leaf collection and snow plowing. In addition to the several tasks listed, this division routinely helps other departments and Public Works divisions as required.

Since the combination of Public Works and Water Resources, the Street Division has taken over street repairs (when on City streets) and sidewalk repairs to areas damaged during water and sewer maintenance activities. This has been an extremely effective utilization of this in house capability and has sped the pace of repairs as we maintain the water and sewer system.

During the fall 2013 and spring 2014 leaf collection season we saw a dramatic reduction of overtime (over 600 hours less than previous years) due to programmatic changes better utilization of our two single-man collection vehicles. Due to an extremely harsh 2013-2014 winter snow season we have further modified our operations with the goal of completely eliminating overtime for this task. We have also modified our Christmas tree collection procedure, allowing us to complete with one truck and chipper what previously took between 5 and 6 trucks, the front end loader and a chipper. This has freed up laborer time to complete other tasks.

The street department installed sharrows on West Main Street, New London Road, and Cleveland Avenue and a bike lane on westbound West Main Street, creating critical bicycle connections into get into and out of the city.

In 2013 we were able to process and remove a significant amount of yard waste that had collected at Iron Glen since its creation due to a lack of proper maintenance. We have developed a proactive maintenance program which involves regularly scheduled processing of material and turning of the yard waste piles. We have used 2014 to work out details of a plan which we hope to contract out for a multi-year contract once know whether or not the facility will be moving to the current transfer station property.

Maintenance Division

It is the task of this division to maintain all 215 vehicles and pieces of equipment. We have implemented changes to the structure of vehicle maintenance staff in 2014 that we feel will provide for an increased ability to service vehicles at less cost to the City. We have also included the mechanics more directly in vehicle selection and specification creation in an effort to ensure vehicle purchases are done in a manner that reduces parts inventory requirements and vehicle down time.

Water Division

Administration and Engineering are responsible for the overall management and supervision of water operations. Functional areas of responsibility include maintaining

regulatory compliance, engineering and design of facilities, supervision and inspection of construction projects, and planning capital improvements. Water construction specifications are prepared for bidding under this program. The program staff prepare reports and recommendations to the City Manager and City Council on facility improvements and maintain an active liaison with engineering consultants.

In addition to overseeing operations, the program staff manage and update departmental records, computer programs, and water and wastewater base maps. Data on water and waste water operations is also collected and analyzed under this program. The Miss Utility program, which is designed to prevent damage by contractors to underground utilities, operates out of this program.

Significant accomplishments in 2014 include:

- Replacement of approximately 4350 feet of 6" water mains in the Old Oak, Dallam Road, Corbit Street, and Ray Street area of the City.
- Installation of a 16 inch water line across the White Clay Creek creating a second connection between the Curtis water treatment plant and the downtown.
- Completed the renovation and upgrades to treatment units 1, 2, and 3 at the Newark Water Treatment Plant.
- Daily management of the Automated Water Meter project which was completed this year
- Installed SCADA equipment at New London Tank, West Main Tank, Dallam Road Tank, Windy Hills Tank, and Northwest Booster Station.
- Identified and began detailed design on what we plan to be the successor to the intake dam and raceway which supply water to the Curtis Water Treatment Plant on the White Clay Creek.
- Completed design of the Arbour Park Booster Station upgrade plans and awarded the contract with construction scheduled for early 2015.
- Secured a Surface Water Planning Grant from DNREC in the amount of \$132,000 for the development and creation of a storm sewer master plan for use in asset management, maintenance recordkeeping, and stormwater conveyance/treatment retrofit optimization.
- Completion of alternatives analysis for 12" water main connection between Windy Hills and Red Mill Road. New route reduced anticipated design, permitting and construction costs by over \$200,000.
- Completion of alternatives analysis for water tank mixing systems. Prepared contract bid documents for installation at the Concrete, Windy Hills, Louviers, Nottingham Road and Dallam Road tanks with expected installation in 2015.
- Completed inspections of Windy Hills and Louviers elevated water tanks and prepared estimates for re-painting. Costs were too high to complete in 2014 so work has been postponed to 2015.
- Rebuilt the primary pump at our interconnection with United Water
- Received DNREC approval to begin pilot air stripping project at the newly replaced Well 14.

- Prepared bid documents and facilitated water system leak detection survey. This survey locates leaks which we are then able to repair, reducing unbilled water and the lost revenue associated with this loss.

In 2015 we plan to accomplish the following:

- Repaint the Windy Hills water tank
- Re-bed the Filters at the South Well Field Treatment Plant.
- Replace or reline approximately 1 mile of water main.
- Build SCADA system that will be used for the reservoir and two water treatment plants and bring the reservoir and South Well Field online.
- Develop the final design and plans for what we plan to be the successor to the intake dam and raceway which supply water to the Curtis Water Treatment Plant on the White Clay Creek.
- Prepare a digital map and system master plan in GIS for the water system which will help with asset management, maintenance recordkeeping, capital project optimization and mobile workforce applications.
- Complete other miscellaneous projects on the Capital Improvement and General Operating Budget Preventative Maintenance Plans.
- Work with IT and other departments to develop a GIS system on which we can manage and track our activities related to our water and wastewater systems.
- Complete the design of a 12 inch water extension per the route identified in the 2014 alternatives analysis to connect water lines in the Windy Hills development to Red Mill Road. This project will provide a critical second water supply to what is now a significant dead end on our system.
- Begin the design phase for the eventual replacement of the existing air stripper located at the South Well Field. Pending the results of our Well 14 pilot study, we hope to expand this technology to replace the existing aerator which currently serves the entire plant.

The water division operation and maintenance staff manages the operation and maintenance of all equipment and facilities at eleven well sites, the Newark Water Treatment Plant, the South Well Field Treatment Plant, nine water storage tanks, and six Potable Water Pump stations. The Newark Water Treatment Plant can treat up to 4.3 million gallons per day while the South Well Field Treatment Plant can treat up to 3 million gallons per day. During 2014 approximately 58% of our water was produced at the Newark Water Treatment Plant, and 42% was produced at our South Well Field Treatment Plant.

The water distribution system provides water services to approximately 35,000 customers including 31,454 Newark residents as of the 2010 census. On an annual basis more than 1.3 billion gallons of water is pumped through over 150 miles of pipe to serve approximately 8,750 residential water service accounts. In addition, the City services approximately 1,250 commercial and industrial accounts.

Water distribution staff is responsible for installing, repairing and maintaining water lines, hydrants, meters, and valves, performing and assisting with maintenance activities at the water treatment plants and waste water facilities, and performing operation and maintenance activities associated with the reservoir.

The goals of the water distribution program are to maintain and repair water lines, meters, and hydrants as necessary to ensure delivery of treated water to all residents and customers at adequate volumes and pressures.

Significant operations and maintenance accomplishments in 2014 include:

- Maintained treatment plant equipment so that we could consistently produce a high quality drinking water.
- Performed system testing and sampling to ensure compliance with State and Federal regulations
- Performed routine maintenance on pumps, motors, and associated equipment instruments.
- Troubleshoot and remedy problems as they develop.
- Recommend to the Water Operations Superintendent general maintenance and capital improvements to improve system operation.
- Participated in development of the SCADA system.
- Replaced and or repaired several hundred curb stop valves to allow for the installation of new water meters associated with the smart meter project
- Performed routine and unplanned flushing of the water system to restore and maintain finished water quality throughout the water system.
- Utilized the water leak detection equipment to locate water leaks reducing water loss (and the associated loss in revenue).
- Utilized the Street Department Crews to quickly repair sidewalks and perform other maintenance tasks beyond our ability in lieu of using contractors so that we can focus on water system maintenance.
- Continue the practice of providing outstanding service to the citizens of Newark through rapid response to requests for water related services.
- Performed maintenance activities in the early morning hours when doing so will cause less disruption to our customers.

In 2015 we plan to accomplish the following:

- Continue to operate the treatment plants in an exemplary manner.
- Improve preventative maintenance activities at the treatment plants and remote facilities
- The operators will assist with the installation and integration of the SCADA system into the daily operation of the water system and provide input on design of the human-machine interface (HMI).
- With the operator's assistance, we will identify system improvements that can be implemented through the Capital or Operating budget process.
- Focus our flushing operations in areas of concern using techniques that will maximize the effectiveness our efforts.

- Maintain and test the new water meters as necessary to maintain the system warranty and effectiveness.
- Improve frequency of maintenance on the valves and fire hydrants on the system.

Sanitary Sewer Division

Administration and Engineering are responsible for the overall management and supervision of sanitary sewer operations. Functional areas of responsibility include maintaining regulatory compliance, engineering and design of wastewater facilities, supervision and inspection of construction projects, and planning capital improvements. Wastewater construction specifications are prepared for bidding under this program. The program staff prepare reports and recommendations to the City Manager and City Council on facility improvements and maintain an active liaison with engineering consultants.

In addition to overseeing operations, the program staff manage and update departmental records, computer programs, and wastewater base maps. Data on wastewater operations is also collected and analyzed under this program.

More than 2.2 billion gallons of sewage is conveyed annually through the City's 95 miles of sewer gravity collection lines and 2382 manholes. The sanitary sewer system operates primarily by gravity. We maintain three sanitary sewer pump stations located on Bellevue Road, Cooches Bridge road and off West Chestnut Hill Road near Silverbrook, to pump sewage from the lowest areas of the city back to our gravity system. Sewage that originates in the City flows to and through the New Castle County system and is delivered to the Wilmington Regional Waste Water Treatment Facility.

The waste water program is responsible for maintaining the sanitary sewer system and collection lines. We perform preventive maintenance in sewer mains and laterals within the City right-of-way using a variety of methods including rodding, flushing and chemical root control.

The goals of the waste water program are to provide superior sewage collection, sustainably manage and maintain Newark's sanitary sewer mains and laterals, prevent blockages and sewer overflows through preventive maintenance activities, and reduce inflow and infiltration.

Significant accomplishments in 2014 include:

- The identification and removal of several grease and root influenced blockages.
- Repair of defective sewer laterals which have caused property damage through sewage backups.
- Completion of an extensive sewer capacity investigation of the Kells Avenue sewer basin to address insufficient capacity and persistent sewer backups during heavy rainfall events prior to completion of the UD Academy Street Dining and Residence Hall project
- Completed a CCTV inspection and cleaning of the sewer main between Delaware Avenue/East Main Street and the White Clay Creek to address sewer backflows

near Chapel Street due to extreme grease buildup.

- Preliminary engineering on proposed “Fats, Oils and Grease” regulations which are currently lacking in Newark Code, resulting in situations like what was identified in Main Street.
- Preliminary engineering and smoke testing for a sewer capacity study of the Cooches Bridge Pump Station sewer basin which currently suffers from extreme inflow and infiltration during storm events.
- Continued inspection of the sanitary sewer system and repaired identified problems.

In 2015 we plan to accomplish the following:

- Begin a pilot contractual sewer flushing program to eventually be able to flush every main in the city every 5 years in accordance with accepted best management practices
- Improve manhole inspection procedures to visit and inspect every manhole every 5 years in accordance with accepted best management practices
- Prepare a digital map and sewer system master plan in GIS which will help with asset management, maintenance recordkeeping, capital project optimization and mobile workforce applications.
- Develop a sewer capacity model that will identify mains at or near capacity. This will eliminate the current conflict of interest for developers who have to determine whether or not our system has adequate capacity for their project before we can approve it. We will also be able to designate locations as lacking capacity proactively so there isn't any appearance of retaliation or impartiality on the City's part toward certain developers.
- Investigate the condition of our sewer force mains from each pump station. These are difficult to inspect but extremely critical pieces of our sewer infrastructure.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

SEWER FUND

Public Works and Water Resources - Sewer Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
REVENUES							
Sewer Service Charge	\$5,505,785	\$5,603,530	\$5,976,694	\$5,965,656	\$6,674,419	\$ 6,669,524	\$ 7,009,055
No. of Gallons (Thousands)	819,731	760,850	794,166	769,711	881,760	824,686	868,155
Penalties	21,144	25,632	22,975	21,244	25,790	14,740	25,790
Service Fees	(400)	(150)	(50)	2,186	1,100	830	1,100
Other Revenues	2,446	617,958	26,021	0	0	0	0
Interest Revenue	33,608	28,665	26,001	19,414	27,480	26,660	26,660
Total	\$5,562,583	\$6,275,635	\$6,051,641	\$6,008,500	\$6,728,789	\$6,711,754	\$7,062,605
Less: County Sewer Charge	3,692,586	3,657,106	4,019,672	4,362,661	4,585,820	4,562,268	4,774,844
No. of Gallons (Thousands)	867,358	845,952	863,120	810,236	887,215	857,702	898,005
Gross Operating Revenue	\$1,869,997	\$2,618,529	\$2,031,969	\$1,645,839	\$2,142,969	\$2,149,486	\$2,287,761
OPERATING EXPENSES							
Personnel Services	\$158,588	\$146,917	\$157,525	\$172,354	\$184,387	\$157,090	\$167,208
Materials & Supplies	18,383	(5,431)	18,694	22,852	30,800	30,340	21,900
Contractual Services	137,367	182,756	132,340	148,851	181,713	191,513	248,944
Other Charges	2,729	4,238	4,465	4,414	41,786	32,686	66,786
Subtotal	\$317,067	\$328,480	\$313,024	\$348,471	\$438,686	\$411,629	\$504,838
Inter-Dept. Charges	219,169	223,926	219,125	226,377	187,674	368,636	502,655
Total Operating Expenses	\$536,236	\$552,406	\$532,149	\$574,848	\$626,360	\$780,265	\$1,007,493
Net Operating Margin (Before Capital Costs)	\$1,333,761	\$2,066,123	\$1,499,820	\$1,070,991	\$1,516,609	\$1,369,221	\$1,280,268

**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
SEWER DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
MAINTENANCE IV	6200	8- 5	49,812	1,072	50,884	1.0	51,293	8- 5	52,967	1,224	54,191	1.0
MAINTENANCE I	6200						39,645	1- 3	40,970	0	40,970	1.0
EQUIP OPERATOR	6200	3- 4	43,249	0	43,249	1.0						
FULL TIME SUBTOTALS			93,061	1,072	94,133	2.0	90,938		93,937	1,224	95,161	2.0
OVERTIME	6620	8,000				8,000		8,500				8,500
SEASONAL	6610							6,000				6,000
TRANSITIONAL WAGES	6200	927				927		50				50
SHIFT DIFFERENTIAL	6621	50				50						
OTHER SUBTOTALS			8,977	0	8,977	0.0	0		14,550	0	14,550	0.0
SEWER DEPARTMENT TOTALS			102,038	1,072	103,110	2.0	90,938	*	108,487	1,224	109,711	2.0

* Information purposes only. Total is not meaningful due to omitting "other" wages.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

SEWER FUND

Expenditures:

Public Works and Water Resources - Sewer Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6200 Line Maintenance	\$88,842	\$80,492	\$86,959	\$91,539	\$93,988	\$74,700	\$93,937
6580 Service Award	0	792	889	989	1,072	1,072	1,224
6590 Sick Pay	939	244	611	1,150	1,218	990	1,154
6610 Seasonal	0	0	0	0	0	0	6,000
6620 Overtime	12,870	8,067	6,270	12,933	8,000	8,000	8,500
6621 Shift Differential	86	26	0	54	50	250	50
6622 Holiday Premium	0	0	0	0	0	650	0
6623 Weekend Premium	0	0	0	729	0	3,260	0
6880 Uniform Allowances	0	0	0	0	0	0	600
6920 Unemployment Comp. Ins.	546	548	977	588	1,286	818	1,064
6930 Social Security Taxes	7,794	6,783	7,770	8,032	7,982	6,500	8,022
6940 City Pension Plan	15,432	19,091	20,435	19,757	24,795	24,630	11,903
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	0	2,458
6950 Term Life Insurance	444	398	457	495	491	470	496
6960 Group Hospitalization Ins.	20,823	19,056	23,979	27,727	37,769	29,360	29,510
6961 Long-Term Disability Ins.	151	151	173	178	186	180	188
6962 Dental Insurance	0	108	0	0	1,339	0	492
6965 Post-Employment Benefits	10,661	11,161	9,005	8,183	6,211	6,210	0
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	0	290
TOTAL PERSONNEL SERVICES	\$158,588	\$146,917	\$157,525	\$172,354	\$184,387	\$157,090	\$167,208

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

SEWER FUND

Expenditures:

Public Works and Water Resources - Sewer Division

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7110 Safety Shoes and Supplies	\$0	\$220	\$221	\$51	\$800	\$340	\$400
7130 Tools, Field Sup., & Small Eq.	2,458	842	1,187	5,288	15,000	15,000	5,000
7140 Uniforms	141	0	0	0	0	0	0
7260 Line Maintenance	12,371	6,620	16,923	13,936	13,000	13,000	15,000
7270 Station Maintenance	1,167	848	466	975	2,000	2,000	1,500
7540 Inventory Adjustment	2,246	(13,961)	(103)	1,651	0	0	0
7550 Miscellaneous Supplies	0	0	0	951	0	0	0
TOTAL MATERIALS & SUPPLIES	\$18,383	(\$5,431)	\$18,694	\$22,852	\$30,800	\$30,340	\$21,900

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8030 Casualty Insurance	\$103	\$1,201	\$2,471	\$805	\$1,113	\$1,113	\$1,084
8040 Merchant Fees and Discounts	31,815	54,439	42,678	50,414	45,000	60,000	45,000
8050 Phone/Communications	563	585	340	279	600	400	360
8120 Outside Engineering	1,680	26,890	26,260	40,770	30,000	30,000	37,500
8260 Line Maintenance	92,815	92,638	55,451	49,641	100,000	70,000	150,000
8265 Easement Clearing	0	0	0	0	0	0	0
8270 Station Maintenance	10,383	6,841	5,140	6,942	5,000	30,000	15,000
8330 Meter Testing and Repairs	0	162	0	0	0	0	0
8550 Misc. Contracted Services	8	0	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES	\$137,367	\$182,756	\$132,340	\$148,851	\$181,713	\$191,513	\$248,944

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

SEWER FUND

Expenditures:

Public Works and Water Resources - Sewer Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9010 Bad Debt Expense	\$1,436	\$1,632	\$1,879	\$1,829	\$0	\$0	\$0
9060 Depreciation Expense	1,293	2,586	2,586	2,585	37,586	32,586	62,586
9070 Training	0	20	0	0	200	100	200
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$2,729	\$4,238	\$4,465	\$4,414	\$41,786	\$32,686	\$66,786

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicle and Equipment	\$441	\$302	\$463	\$717	\$403	\$662	\$711
Buildings and Grounds	2,651	4,181	4,869	5,878	5,376	4,931	3,472
Billings & Accounting	79,713	77,521	77,709	82,802	67,919	62,667	69,738
Information Technology	0	0	0	0	0	158,941	286,580
Warehousing	834	2,713	2,898	3,115	3,108	3,040	1,860
Electricity	17,517	15,693	10,746	11,628	10,050	11,499	10,308
Administrative Overhead	112,750	119,732	126,985	132,889	94,218	98,896	99,386
Other Indirect Charges	5,263	3,784	(4,545)	(10,652)	6,600	28,000	30,600
TOTAL INTER-DEPT. CHARGES	\$219,169	\$223,926	\$219,125	\$226,377	\$187,674	\$368,636	\$502,655

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

SEWER FUND

Public Works and Water Resources - Sewer Division

CAPITAL PROJECTS BUDGET	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9580 Consulting Fees	\$227,143	\$730,879	\$105,774	\$43,799	\$120,000	\$80,192	\$120,000
9622 Machinery & Equipment	25,857	0	0	0	0	0	0
9623 Autos & Trucks	0	0	0	0	153,844	0	153,844
9760 CIP - Lines Material	7,230	211,775	365,656	10,960	0	0	0
9860 CIP - Lines Labor	0	7,768	882	0	0	0	0
9960 CIP - Lines & Streets Contractual	14,516	63,093	13,068	0	0	0	0
TOTAL CAPITAL PROJECTS BUDGET	\$274,746	\$1,013,515	\$485,380	\$54,759	\$273,844	\$80,192	\$273,844
CAPITAL PROJECT NUMBER & DESCRIPTION			<u>GRANTS</u>	<u>CAPITAL RESERVES</u>	<u>CURRENT RESOURCES</u>	<u>EQUIPMENT REPLACEMENT</u>	
S1501 Sewer System Master Plan			\$150,000	\$0	\$150,000	\$0	
S1201 Sewer Jet Truck 243 Replacement			0	300,000	0	0	
S0904 Sanitary Sewer Study			0	92,751	407,249	0	
SEQSF Equipment Replacement Program			0	0	0	0	
TOTAL SEWER FUND			\$150,000	\$392,751	\$557,249	\$0	

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Public Works and Water Resources - Refuse Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$1,112,061	\$1,140,152	\$1,132,563	\$985,737	\$948,746	\$948,915	\$790,433
Materials and Supplies	25,183	19,431	29,361	18,078	19,500	18,555	19,000
Contractual Services	460,859	690,924	630,507	585,102	564,436	588,286	563,809
Other Charges	<u>280,761</u>	<u>288,545</u>	<u>274,013</u>	<u>186,767</u>	<u>181,533</u>	<u>200,534</u>	<u>292,233</u>
Subtotal	\$1,878,864	\$2,139,052	\$2,066,444	\$1,775,684	\$1,714,215	\$1,756,290	\$1,665,475
Inter-Dept. Charges	<u>424,024</u>	<u>531,258</u>	<u>564,025</u>	<u>516,503</u>	<u>472,426</u>	<u>510,581</u>	<u>518,324</u>
Total Operating Expenses	<u><u>\$2,302,888</u></u>	<u><u>\$2,670,310</u></u>	<u><u>\$2,630,469</u></u>	<u><u>\$2,292,187</u></u>	<u><u>\$2,186,641</u></u>	<u><u>\$2,266,871</u></u>	<u><u>\$2,183,799</u></u>

**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
REFUSE DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015					
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL				
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS	
DRIVER/COLLECTOR	6240	8- 5	50,462	1,978	52,440	1.0	51,584	8- 5	53,417	1,574	54,991	1.0	
REFUSE DRIVER II	6240	8- 5	50,112	1,401	51,513	1.0		8- 5	53,767	2,448	56,215	1.0	
DRIVER/COLLECTOR	6240	8- 5	50,462	2,226	52,688	1.0		51,938	8- 5	53,767	2,186	55,953	1.0
DRIVER/COLLECTOR	6240	8- 5	50,462	1,978	52,440	1.0		51,938	8- 5	53,767	2,186	55,953	1.0
DRIVER/COLLECTOR	6240	8- 5	50,462	1,978	52,440	1.0	51,938	8- 5	53,767	2,186	55,953	1.0	
DRIVER/COLLECTOR	6240	8- 5	50,462	1,814	52,276	1.0	51,938	8- 5	53,767	2,011	55,778	1.0	
DRIVER/COLLECTOR	6240	8- 5	50,112	1,566	51,678	1.0	51,584	8- 5	53,505	1,749	55,254	1.0	
REFUSE DRIVER I	6240	6- 5	47,134	2,461	49,595	1.0	48,526						
REFUSE DRIVER I	6240	6- 5	46,872	1,538	48,410	1.0							
REFUSE COLLECTOR	6240	3- 5	43,656	866	44,522	1.0	44,949	3- 5	46,433	995	47,428	1.0	
REFUSE COLLECTOR	6240						42,245	3- 4	44,237	0	44,237	1.0	
MAINTENANCE I	6240						38,376	2- 2	40,977	0	40,977	1.0	
FULL TIME SUBTOTALS			490,196	17,806	508,002	10.0	485,014		453,637	13,149	466,786	9.0	
SEASONAL	6610	19,000						15,000					
OVERTIME	6620	15,000						15,000					
TRANSITIONAL WAGES	6240	4,818											
OTHER SUBTOTALS			38,818	0	38,818	0.0	0		15,000	0	15,000	0.0	
REFUSE DEPARTMENT TOTALS			529,014	17,806	546,820	10.0	485,014	*	468,637	13,149	481,786	9.0	

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Refuse Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6240 Refuse Workers	\$578,005	\$567,820	\$571,878	\$530,562	\$495,014	\$500,200	\$453,637
6580 Service Award	15,181	16,039	17,944	18,907	17,806	17,806	13,149
6590 Sick Pay	3,152	2,920	3,039	3,731	4,387	2,871	3,255
6610 Seasonal	27,156	26,463	26,832	22,210	19,000	14,000	0
6620 Overtime	43,349	35,751	31,675	19,457	15,000	29,898	15,000
6880 Uniform Allowance	0	0	0	328	0	1,580	3,000
6920 Unemployment Comp. Ins.	4,251	4,837	4,862	4,076	7,197	4,980	5,555
6930 Social Security Taxes	48,342	48,634	53,120	44,118	42,170	43,330	37,335
6940 City Pension Plan	118,316	140,980	147,979	102,547	130,609	129,720	104,032
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	0	3,073
6950 Term Life Insurance	3,026	2,980	3,034	2,528	2,587	2,300	2,395
6960 Group Hospitalization Ins.	184,124	201,090	194,392	179,170	171,656	156,930	137,036
6961 Long-Term Disability Ins.	1,143	1,123	1,151	1,027	980	970	909
6962 Dental Insurance	13,258	13,419	13,591	12,547	9,417	10,610	9,287
6963 Flexible Spending Account	32	0	0	0	0	0	0
6965 Post-Employment Benefits	72,726	78,096	63,066	44,529	32,923	32,920	0
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	800	1,450
TOTAL PERSONNEL SERVICES	\$1,112,061	\$1,140,152	\$1,132,563	\$985,737	\$948,746	\$948,915	\$790,433

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Refuse Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes and Supplies	\$1,791	\$2,159	\$2,134	\$1,214	\$2,000	\$2,000	\$2,500
7130 Tools, Field Sup., & Small Eq.	401	992	30	4,026	400	400	400
7132 Refuse Collection Carts	14,095	14,796	20,246	10,566	7,700	7,700	7,700
7140 Uniforms	2,961	1,439	340	320	500	55	0
7270 Station Maintenance	786	1,375	3,225	1,296	1,000	500	500
7460 Street Cleaning	1,973	978	2,599	0	0	0	0
7462 Recycling Supplies	997	19	0	578	7,700	7,700	7,700
7540 Inventory Adjustment	1,792	(3,018)	532	(57)	0	0	0
7550 Miscellaneous Supplies	387	691	255	135	200	200	200
TOTAL MATERIALS & SUPPLIES	\$25,183	\$19,431	\$29,361	\$18,078	\$19,500	\$18,555	\$19,000

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8030 Casualty Insurance	\$34,544	\$36,492	\$34,940	\$34,630	\$36,986	\$36,986	\$27,009
8050 Phone/Communications	301	238	194	140	300	150	0
8190 Refuse Disposal-Landfill	407,959	630,433	575,863	518,428	515,000	540,000	515,000
8191 Yard Waste	0	0	0	0	0	0	15,000
8200 Printing & Reproduction	0	0	0	0	2,500	2,500	2,500
8250 Building & Grounds Maintenance	221	0	0	672	0	0	0
8270 Station Maintenance (Pest Control)	10,440	15,674	11,573	807	2,000	1,000	1,000
8480 Communication Equip. Maint.	0	0	0	0	300	300	300
8550 Misc. Contracted Services	7,394	8,087	7,937	30,425	7,350	7,350	3,000
TOTAL CONTRACTUAL SERVICES	\$460,859	\$690,924	\$630,507	\$585,102	\$564,436	\$588,286	\$563,809

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Refuse Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9060 Depreciation Expense	\$280,261	\$288,305	\$274,013	\$185,957	\$177,233	\$200,234	\$287,933
9070 Training	500	240	0	810	300	300	300
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$280,761	\$288,545	\$274,013	\$186,767	\$181,533	\$200,534	\$292,233

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	\$351,377	\$409,514	\$428,949	\$422,773	\$368,398	\$410,516	\$437,418
Buildings and Grounds	1,638	2,583	3,008	3,632	3,322	3,047	3,372
Billings & Accounting	0	50,494	54,035	61,241	60,448	29,795	24,466
Information Technology	0	0	0	0	0	26,323	20,392
Printing and Reproduction	860	937	1,039	1,022	1,084	1,169	1,106
Warehousing	0	1,158	1,237	465	210	223	317
Electric Used - Transfer Station	8,459	7,436	5,602	3,283	5,308	3,353	3,297
Other Indirect Charges	61,690	59,136	70,155	24,087	33,656	36,155	27,956
TOTAL INTER-DEPT. CHARGES	\$424,024	\$531,258	\$564,025	\$516,503	\$472,426	\$510,581	\$518,324

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Public Works and Water Resources - Engineering Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$1,010,855	\$1,050,304	\$1,050,290	\$551,168	\$522,939	\$557,209	\$708,969
Materials and Supplies	20,823	13,592	10,268	2,784	4,600	5,750	7,150
Contractual Services	36,436	41,256	52,649	37,227	41,850	36,650	43,986
Other Charges	8,465	7,778	9,161	8,354	13,955	10,656	15,111
Subtotal	\$1,076,579	\$1,112,930	\$1,122,368	\$599,533	\$583,344	\$610,265	\$775,216
Inter-Dept. Charges	(74,829)	(35,866)	(37,649)	(5,511)	47,138	52,018	64,956
Total Operating Expenses	<u>\$1,001,750</u>	<u>\$1,077,064</u>	<u>\$1,084,719</u>	<u>\$594,022</u>	<u>\$630,482</u>	<u>\$662,283</u>	<u>\$840,172</u>

**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
ENGINEERING DIVISION**

POSITION		BUDGET ACCT		2014				TOTAL SALARY RATE AT 12/31/2014	2015							
				GRADE	STEP	ANNUAL				GRADE	STEP	ANNUAL				
						REGULAR RATE	SERVICE AWARD		TOTAL AMOUNT			FT POS	REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
FIELD OPERATIONS SUPT.		6020		18- I	68,385	2,726	71,111	1.0	77,064	22- D	80,434	0	80,434	1.0		
PLANNING & DESIGN ENGINEE		6030							68,385	18- I	69,407	0	69,407	1.0		
SPEC PROJ COORD.		6030		17- G	64,843	4,469	69,312	1.0	65,787	17- G	68,731	4,782	73,513	1.0		
CHIEF SURVEYOR		6210							60,249	15- G	62,696	1,542	64,238	1.0		
UTILITY INSPECTOR		6210		14- G	57,757	2,270	60,027	1.0	60,899	16- G	64,709	2,613	67,322	1.0		
UTILITY INSPECTOR II		6210							58,246	14- G	60,624	1,780	62,404	1.0		
UTILITY INSPECTOR		6210		14- G	57,407	1,608	59,015	1.0	51,202	11- G	53,205	879	54,084	1.0		
SURVEY INST. TECH		6030														
FULL TIME SUBTOTALS					248,392	11,073	259,465	4.0	441,832		459,806	11,596	471,402	7.0		
INTERNS		6615							12,000		12,000					
TRANSITIONAL WAGES		6030		2,321					7,500		7,500					
OVERTIME		6620		5,000												
OTHER SUBTOTALS					7,321	0	7,321	0.0	0		19,500	0	19,500	0.0		
ENGINEERING DEPARTMENT TOTALS					255,713	11,073	266,786	4.0	441,832	*	479,306	11,596	490,902	7.0		

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Engineering Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$180,595	\$180,595	\$184,239	\$56,250	\$0	\$59,882	\$80,434
6030 Engineering/Technical	226,092	229,233	233,780	130,322	160,782	198,070	191,343
6080 Clerical	45,718	45,718	39,609	0	0	0	0
6210 Inspectors	169,679	168,536	172,972	128,283	144,852	52,940	188,029
6580 Service Award	18,073	18,925	20,108	10,550	11,762	11,762	11,596
6590 Sick Pay	10,638	10,307	9,863	6,175	6,636	6,595	5,138
6600 Part-time	0	0	0	0	0	0	0
6615 Interns	0	0	0	0	0	0	12,000
6620 Overtime	21,599	17,684	17,264	10,354	5,000	8,500	7,500
6880 Uniform Allowance	0	0	0	466	0	750	1,080
6920 Unemployment Comp. Ins.	3,011	3,496	3,498	2,308	3,216	3,200	3,192
6930 Social Security Taxes	50,632	50,557	52,476	37,850	25,172	38,070	37,029
6940 City Pension Plan	120,846	143,994	151,138	69,765	80,337	80,170	58,450
6941 Defined Contribution 401(a) Plan	0	0	0	4,125	0	3,520	11,239
6950 Term Life Insurance	2,924	2,953	2,954	1,914	1,601	1,880	2,399
6960 Group Hospitalization Ins.	81,056	89,809	89,092	55,576	57,166	64,230	88,286
6961 Long-Term Disability Ins.	947	951	1,219	817	607	690	918
6962 Dental Insurance	7,763	7,692	7,587	5,333	5,437	4,960	6,972
6963 Flexible Spending Account	33	78	78	13	0	0	0
6965 Post-Employment Benefits	71,249	79,776	64,413	30,285	20,372	20,370	0
6966 Retirement Health Savings Account	0	0	0	782	0	820	2,639
6967 Emergency Room Reimbursements	0	0	0	0	0	800	725
TOTAL PERSONNEL SERVICES	\$1,010,855	\$1,050,304	\$1,050,290	\$551,168	\$522,939	\$557,209	\$708,969

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Engineering Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes & Supplies	\$801	\$470	\$465	\$616	\$600	\$600	\$800
7130 Tools, Field Sup., & Small Eq.	1,056	759	1,688	579	850	2,500	3,850
7140 Uniforms	0	463	38	520	500	0	0
7150 Office Supplies	2,192	1,968	2,597	1,069	2,500	2,500	2,500
7401 Stormwater Program (1)	16,348	9,808	5,466	0	0	150	0
7550 Miscellaneous Supplies	426	124	14	0	150	0	0
TOTAL MATERIALS & SUPPLIES	\$20,823	\$13,592	\$10,268	\$2,784	\$4,600	\$5,750	\$7,150
(1) Program moved to the Water Fund							

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8020 Advertising	\$1,158	\$1,344	\$1,676	\$1,033	\$1,000	\$1,000	\$1,100
8030 Casualty Insurance	17,025	15,955	14,276	13,506	15,750	15,750	9,906
8050 Phone/Communications	4,872	4,850	5,090	4,659	4,900	4,900	2,980
8120 Outside Engineering	10,349	12,773	24,576	18,025	20,000	15,000	20,000
8131 Information Technology Cont'l	0	0	0	0	0	0	10,000
8401 Stormwater Program (1)	2,103	5,788	7,019	0	0	0	0
8480 Communication Equip. Maint.	98	0	0	0	0	0	0
8550 Misc. Contracted Services	831	546	12	4	200	0	0
TOTAL CONTRACTUAL SERVICES	\$36,436	\$41,256	\$52,649	\$37,227	\$41,850	\$36,650	\$43,986
(1) Program moved to the Water Fund							

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Public Works and Water Resources - Engineering Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Expense	\$58	\$48	\$21	\$3	\$50	\$0	\$50
9040 Dues & Conference Expense	3,024	1,810	2,555	852	700	700	1,000
9060 Depreciation Expense	5,110	5,110	6,516	7,290	8,805	9,556	9,661
9070 Training	273	810	69	209	400	400	400
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$8,465	\$7,778	\$9,161	\$8,354	\$13,955	\$10,656	\$15,111

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	\$21,592	\$23,838	\$20,750	\$26,648	\$17,672	\$24,886	\$26,516
Buildings and Grounds	1,074	1,695	1,973	2,383	2,179	1,999	2,212
Billings & Accounting	0	29,981	33,028	27,425	24,695	11,343	15,399
Information Technology	0	0	0	0	0	10,968	18,126
Printing and Reproduction	860	937	1,039	1,022	1,084	1,169	1,106
Electricity Used	2,059	2,036	1,602	1,583	1,508	1,653	1,597
Other Indirect Expenses	(100,414)	(94,353)	(96,041)	(64,572)	0	0	0
TOTAL INTER-DEPT. CHARGES	(\$74,829)	(\$35,866)	(\$37,649)	(\$5,511)	\$47,138	\$52,018	\$64,956

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

STREET FUND

Public Works and Water Resources - Street Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$981,395	\$1,041,534	\$1,038,045	\$845,732	\$854,670	\$856,516	\$878,298
Materials and Supplies	127,205	152,673	104,124	106,060	110,500	151,500	131,300
Contractual Services	36,531	48,929	56,727	69,186	80,787	78,787	57,179
Other Charges	<u>67,240</u>	<u>59,055</u>	<u>71,980</u>	<u>109,049</u>	<u>108,467</u>	<u>148,469</u>	<u>181,057</u>
Subtotal	\$1,212,371	\$1,302,191	\$1,270,876	\$1,130,027	\$1,154,424	\$1,235,272	\$1,247,834
Inter-Dept. Charges	<u>596,588</u>	<u>610,336</u>	<u>569,726</u>	<u>561,284</u>	<u>607,619</u>	<u>615,073</u>	<u>621,567</u>
Total Operating Expenses	<u><u>\$1,808,959</u></u>	<u><u>\$1,912,527</u></u>	<u><u>\$1,840,602</u></u>	<u><u>\$1,691,311</u></u>	<u><u>\$1,762,043</u></u>	<u><u>\$1,850,345</u></u>	<u><u>\$1,869,401</u></u>

**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
STREETS DIVISION**

POSITION BUDGET ACCT		2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
PW & WATER SUPERVISOR	6020	17- I	60,133	2,164	62,297	1.0	63,726	17- I	65,829	2,593	68,422	1.0
HVY.EQUIP.MECH./OPER.	6230	10- 5	55,059	1,380	56,439	1.0	54,434	10- 5	57,276	1,596	58,872	1.0
MAINTENANCE IV	6230	8- 5	50,462	1,896	52,358	1.0	51,938	8- 5	53,767	2,099	55,866	1.0
MAINTENANCE IV	6230	8- 5	50,462	1,814	52,276	1.0	51,938	8- 5	53,767	2,011	55,778	1.0
MAINTENANCE IV	6230	8- 5	50,462	1,814	52,276	1.0	51,938	8- 5	53,767	2,011	55,778	1.0
MAINTENANCE IV	6230	8- 5	50,112	1,566	51,678	1.0	51,584	8- 5	53,534	1,749	55,283	1.0
EQUIPMENT OPERATOR	6230	3- 5	44,013	1,010	45,023	1.0	44,949	3- 5	46,771	1,148	47,919	1.0
EQUIPMENT OPERATOR	6230	3- 5	44,013	866	44,879	1.0	44,949	3- 5	46,433	995	47,428	1.0
MAINTENANCE I	6230	3- 2	39,160	0	39,160	1.0	39,645	1- 3	40,834	0	40,834	1.0
FULL TIME SUBTOTALS			443,876	12,510	456,386	9.0	455,099		471,977	14,202	486,179	9.0
TRANSITIONAL WAGES		3,784						40,000				
SEASONAL		14,000						40,000				
OVERTIME		32,000						80,000				
OTHER SUBTOTALS			49,784	0	49,784	0.0	0		80,000	0	80,000	0.0
STREET DEPARTMENT TOTALS		493,660 12,510 506,170 9.0					455,099 *	551,977 14,202 566,179 9.0				

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

STREET FUND

Expenditures:

Public Works and Water Resources - Street Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6020 Supervisory	\$62,674	\$62,674	\$67,117	\$69,224	\$60,133	\$59,180	\$65,829
6230 Maintenance Workers	489,811	489,645	499,272	396,975	387,527	368,440	406,148
6580 Service Award	14,442	15,235	17,058	10,991	12,510	12,510	14,202
6590 Sick Pay	3,208	3,288	2,451	1,998	3,745	2,576	4,032
6610 Seasonal	13,625	38,756	29,161	10,657	14,000	14,000	40,000
6620 Overtime	42,563	26,583	20,934	40,763	32,000	62,980	40,000
6880 Uniform Allowances	0	0	0	0	0	1,200	2,880
6920 Unemployment Comp. Ins.	3,939	5,037	4,995	3,738	5,787	4,060	4,788
6930 Social Security Taxes	45,935	45,980	49,180	39,242	39,007	39,760	43,621
6940 City Pension Plan	110,572	131,753	138,285	92,107	118,267	117,750	96,892
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	0	3,063
6950 Term Life Insurance	2,767	2,770	2,823	2,217	2,342	2,210	2,493
6960 Group Hospitalization Ins.	127,142	136,529	137,617	127,583	138,899	131,090	140,626
6961 Long-Term Disability Ins.	1,007	1,008	1,069	840	887	890	947
6962 Dental Insurance	9,260	9,278	9,149	8,660	9,004	8,890	10,152
6964 Health Savings Account	0	0	0	750	750	370	0
6965 Post-Employment Benefits	54,450	72,998	58,934	39,987	29,812	29,810	0
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	800	1,305
TOTAL PERSONNEL SERVICES	\$981,395	\$1,041,534	\$1,038,045	\$845,732	\$854,670	\$856,516	\$878,298

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

STREET FUND

Expenditures:

Public Works and Water Resources - Street Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes & Supplies	\$2,111	\$2,452	\$1,987	\$2,946	\$2,000	\$2,000	\$3,000
7130 Tools, Field Sup., & Small Eq.	3,518	3,766	4,213	4,768	3,200	3,200	3,000
7140 Uniforms	2,166	1,099	372	0	1,000	0	0
7340 Street Signs and Roadway Markings	17,521	28,571	25,753	20,331	27,000	27,000	25,000
7380 Street Maintenance	25,000	29,147	24,225	32,759	23,000	23,000	25,000
7400 Storm Sewer Maintenance (1)	2,462	20,672	13,642	629	0	7,000	8,000
7450 Salt, Sand, & Snow Removal	64,940	46,768	16,299	25,162	40,000	75,000	50,000
7470 Curb & Gutter Maintenance	7,527	13,004	17,847	19,654	13,000	13,000	16,000
7540 Inventory Adjustment	488	5,481	(2,473)	(1,433)	0	0	0
7550 Miscellaneous Supplies	1,472	1,713	2,259	1,244	1,300	1,300	1,300
TOTAL MATERIALS & SUPPLIES	\$127,205	\$152,673	\$104,124	\$106,060	\$110,500	\$151,500	\$131,300
(1) Moved to Water Division							

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8030 Casualty Insurance	\$27,747	\$39,927	\$44,388	\$46,982	\$54,937	\$54,937	\$39,679
8050 Telephone	301	315	242	163	350	350	0
8130 Building & Equipment Rental	2,800	63	2,500	16,500	12,000	12,000	5,000
8380 Street and Stormwater Maintenance	0	8,074	2,657	2,875	8,000	8,000	10,000
8420 Tree Removal	4,263	0	0	0	0	0	1,000
8480 Communication Equip. Maint.	0	0	0	0	500	500	500
8550 Misc. Contracted Services	1,420	550	6,940	2,666	5,000	3,000	1,000
TOTAL CONTRACTUAL SERVICES	\$36,531	\$48,929	\$56,727	\$69,186	\$80,787	\$78,787	\$57,179

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

STREET FUND

Expenditures:

Public Works and Water Resources - Street Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9010 Bad Debts	\$0	\$57	\$0	\$0	\$0	\$0	\$0
9020 Mileage & Small Bus. Exp.	0	4	0	0	0	0	0
9060 Depreciation Expense	66,932	58,584	71,980	107,880	104,067	148,469	176,657
9070 Training	308	410	0	1,169	400	0	400
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$67,240	\$59,055	\$71,980	\$109,049	\$108,467	\$148,469	\$181,057

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Street Lights and Traffic Signals	\$328,902	\$319,819	\$285,355	\$268,655	\$277,421	\$286,080	\$275,545
Buildings and Grounds	8,860	13,973	16,273	19,648	17,968	16,481	18,242
Vehicles & Equipment	207,263	185,727	192,576	147,416	165,898	146,922	156,457
Billings & Accounting	0	40,275	43,813	49,427	59,952	26,384	32,902
Information Technology	0	0	0	0	0	28,517	43,047
Printing and Reproduction	860	937	1,039	1,022	1,084	1,169	1,106
Warehousing	2,355	2,038	2,177	2,270	1,632	1,712	1,715
Electricity Used	2,059	2,036	1,602	1,583	1,508	1,653	1,597
Other Indirect Charges	46,289	45,531	26,891	71,263	82,156	106,155	90,956
TOTAL INTER-DEPT. CHARGES	\$596,588	\$610,336	\$569,726	\$561,284	\$607,619	\$615,073	\$621,567

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

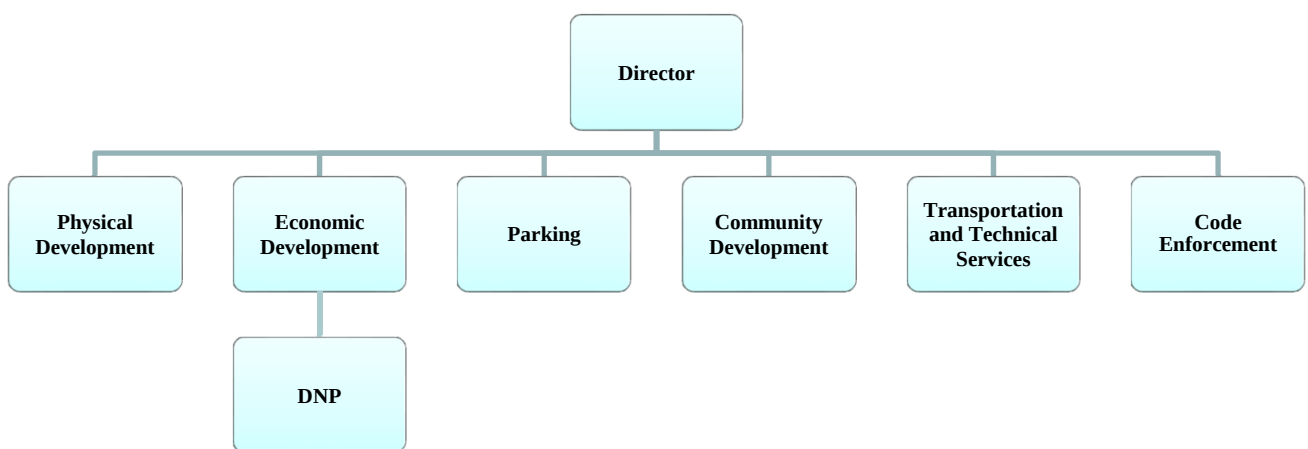
GENERAL FUND

Planning & Development Department-Planning Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$447,988	\$478,948	\$468,719	\$428,642	\$455,476	\$473,074	\$514,719
Materials and Supplies	26,514	49,424	43,309	59,208	51,050	53,230	16,250
Contractual Services	239,866	286,184	264,246	394,442	400,495	431,560	217,412
Other Charges	<u>2,648</u>	<u>6,007</u>	<u>3,261</u>	<u>53,548</u>	<u>7,550</u>	<u>55,683</u>	<u>61,939</u>
Subtotal	\$717,016	\$820,563	\$779,535	\$935,840	\$914,571	\$1,013,547	\$810,320
Inter-Dept. Charges	<u>42,692</u>	<u>79,196</u>	<u>79,397</u>	<u>79,251</u>	<u>77,554</u>	<u>74,570</u>	<u>71,769</u>
Total Operating Expenses	<u><u>\$759,708</u></u>	<u><u>\$899,759</u></u>	<u><u>\$858,932</u></u>	<u><u>\$1,015,091</u></u>	<u><u>\$992,125</u></u>	<u><u>\$1,088,117</u></u>	<u><u>\$882,089</u></u>

CITY OF NEWARK, DELAWARE

PLANNING & DEVELOPMENT DEPARTMENT



**PLANNING & DEVELOPMENT DEPARTMENT
2015 WAGE AND SALARY BUDGET
PLANNING DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015					
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL				
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS	
DIRECTOR OF P & D	6020	31- D	104,000	4,653	108,653	1.0	107,120	31- D	113,947	5,647	119,594	1.0	
DEPUTY DIRECTOR								26- D	41,276	0	41,276	1.0	
DEVELOPMENT SUPVR	6020	22- D	72,680	1,397	74,077	1.0	73,233	22- D	77,922	1,681	79,603	1.0	
PLANNER *	6030	17- I	54,812	0	54,812	1.0							
PLANNER *	6030							11- D	46,884	0	46,884	1.0	
RESEARCH AIDE **	6030	9- A	18,434	0	18,434	0.5							
SECRETARY I	6080	10- G	49,082	809	49,891	1.0	49,583	10- G	51,410	930	52,340	1.0	
FULL TIME SUBTOTALS			299,007	6,859	305,866	4.5	229,936		331,439	8,258	339,697	5.0	
GRADUATE INTERN		12,000						12,000					
TRANSITIONAL WAGES		672						2,000					
OVERTIME		2,500						2,500					
OTHER SUBTOTALS			15,172	0	15,172	0.0	0		16,500	0	16,500	0.0	
PLANNING AND DEVELOPMENT DEPT			314,179	6,859	321,038	4.5	229,936 *	347,939			8,258	356,197	5.0

* FUNDED 50% THRU COMMUNITY DEVELOPMENT

** FUNDED BY AND SHARED WITH THE ADMIN DEPT IN 2014; MOVED TO ADMIN DEPT IN 2015

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning & Development Department-Planning Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$201,913	\$201,894	\$181,591	\$161,073	\$177,352	\$176,370	\$233,145
6030 Engineering/Technical	32,389	31,265	35,277	58,611	45,840	59,060	23,442
6080 Clerical	45,380	45,718	46,632	48,946	49,082	49,420	53,410
6580 Service Award	9,372	9,678	7,811	5,866	6,859	6,859	8,258
6590 Sick Pay	4,092	4,288	4,253	3,491	4,197	4,095	5,193
6615 Interns	0	8,841	12,926	8,131	12,000	12,000	12,000
6620 Overtime	4,944	4,392	1,628	3,019	2,500	3,000	2,500
6860 Other Wages	0	0	6,204	0	0	0	0
6920 Unemployment Comp. Ins.	1,221	1,687	2,140	1,464	3,097	2,000	2,869
6930 Social Security Taxes	21,175	21,841	22,080	21,691	22,783	23,780	25,785
6940 City Pension Plan	60,962	72,652	76,263	49,460	64,132	64,680	54,674
6941 Defined Contribution 401(a) Plan	0	0	264	2,236	2,055	3,810	7,830
6950 Term Life Insurance	1,022	1,033	1,019	990	1,280	920	1,420
6960 Group Hospitalization Ins.	29,634	32,874	35,038	37,128	41,745	44,880	74,724
6961 Long-Term Disability Ins.	280	284	418	406	527	670	587
6962 Dental Insurance	2,025	2,098	2,134	2,203	2,752	3,020	4,377
6963 Flexible Spending Account	65	156	156	39	156	0	156
6964 Health Savings Account	0	0	0	1,875	2,250	750	1,500
6965 Post-Employment Benefits	33,552	40,247	32,493	21,474	16,401	16,400	0
6966 Retirement Health Savings Account	0	0	392	539	469	1,360	1,979
6967 Emergency Room Reimbursements	0	0	0	0	0	0	870
6970 Workmens Compensation Ins.	(38)	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	\$447,988	\$478,948	\$468,719	\$428,642	\$455,476	\$473,074	\$514,719

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning & Development Department-Planning Division

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7150 Office Supplies	\$1,225	\$1,721	\$896	\$1,396	\$2,000	\$2,000	\$2,000
7160 Books, Periodicals, Etc.	465	441	170	204	800	1,000	1,000
7200 Copying Supplies	572	49	638	1,309	3,000	3,000	2,000
7550 Miscellaneous Supplies	313	174	149	5,588	1,250	1,250	1,250
7670 Downtown Newark Partnership (1)	23,939	47,039	41,456	50,711	29,000	30,980	0
7697 New Night in Downtown Newark	0	0	0	0	15,000	15,000	10,000
TOTAL MATERIALS & SUPPLIES	\$26,514	\$49,424	\$43,309	\$59,208	\$51,050	\$53,230	\$16,250
(1) Moved to DNP Special Revenue Fund							

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8020 Advertising	\$897	\$853	\$739	\$1,364	\$1,150	\$1,150	\$1,150
8030 Casualty Insurance	4,256	2,804	7,509	5,661	7,465	7,465	6,037
8040 Merchant Fees and Discounts	0	0	0	404	0	7,000	7,000
8050 Phone/Communications	981	990	971	865	1,000	1,000	780
8180 Consulting Fees (1)	81,330	104,985	75,940	202,440	202,500	202,500	50,000
8550 Misc. Contracted Services	10,144	12	880	5,552	1,000	4,065	4,065
8670 Downtown Newark Partnership (2)	40,489	56,466	44,688	60,592	36,000	60,000	0
8697 New Night in Downtown Newark	0	0	0	0	8,000	5,000	5,000
8800 Unicity Bus (3)	101,769	120,074	133,519	117,564	143,380	143,380	143,380
TOTAL CONTRACTUAL SERVICES	\$239,866	\$286,184	\$264,246	\$394,442	\$400,495	\$431,560	\$217,412
(1) 2015 Expenditures reduced by \$75,000 for the TIGER IV grant and another \$75,000 for the GNEDP funding							
(2) Moved to DNP Special Revenue Fund							
(3) Expenditures reimbursable by the Delaware Transit Corporation							

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning & Development Department-Planning Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Exp.	\$145	\$0	\$43	\$87	\$0	\$750	\$750
9040 Dues/Conference Expenses	2,503	5,947	3,058	2,365	3,050	3,050	4,500
9060 Depreciation Expense (1)	0	0	0	50,794	0	51,383	52,189
9070 Training	0	60	160	302	500	500	500
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$2,648	\$6,007	\$3,261	\$53,548	\$7,550	\$55,683	\$61,939
(1) Unicity Bus Assets Moved to Planning and Development							

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Unicity Bus	\$45,536	\$61,717	\$60,684	\$51,220	\$51,756	\$48,798	\$51,661
Buildings and Grounds	4,056	6,397	7,449	8,994	8,225	7,545	8,351
Billings & Accounting	0	17,497	18,416	25,534	28,282	14,906	14,616
Information Technology	0	0	0	0	0	10,968	10,196
Electricity Used	7,773	7,687	6,046	5,977	5,691	6,238	6,028
Services to Utility Funds	(18,260)	(18,009)	(17,529)	(16,733)	(20,918)	(18,759)	(23,692)
Printing and Reproduction	3,587	3,907	4,331	4,259	4,518	4,874	4,609
TOTAL INTER-DEPT. CHARGES	\$42,692	\$79,196	\$79,397	\$79,251	\$77,554	\$74,570	\$71,769

PLANNING AND DEVELOPMENT DEPARTMENT PROFILE

The Planning and Development Department regulates all land use and development in the City and provides related ancillary services through its Program Divisions (Development, Economic Development, Parking, and Code Enforcement) described below:

Planning and Development

Land Use

This division advises and makes recommendations to the City Manager, Planning Commission and City Council regarding physical development and the implementation of the City's Comprehensive Development Plan. The Planning Commission, consisting of seven members appointed by City Council, meets on the first Tuesday of each month. This division is responsible for updating long range planning documents; administering and reviewing plans and procedures for annexations, rezonings, subdivisions, parking waivers, the preservation of historic buildings, and special use permits; recommending zoning and subdivision regulation revisions; reviewing building permit applications for zoning compliance; and administering the Federal Flood Insurance Program.

A key division accomplishment in 2014 was the draft of the City's Comprehensive Development Plan V. The draft Plan was recommended for adoption by the Planning Commission on July 2, 2014 and presented to Council on July 11, 2014. Council has scheduled a public workshop session for early fall, with the Public Hearing and Council action to follow. The process, which began in 2012, has benefitted from significant public participation and review including 39 public meetings and contributions from more than 400 unique individuals. Other key accomplishments include an amendment to the Subdivision Regulations regarding wetlands design alternatives, as well as 3 rezonings, 5 major subdivisions, 2 minor subdivisions, 7 special use permits, 2 Parking Waivers and 1 Comprehensive Development Plan amendment, resulting in 117 new rental units approved year to date. These units, when added to the 476 apartment units approved in 2013, represent unprecedented growth in rental housing development for this community. Based on this activity, City Council awarded a contract to Urban Partners to study rental housing needs in Newark. The study kicked off on June 26, 2014 and should be completed by the end of the year. In addition, the Newark Resident Survey, which is done every 5 years is scheduled to be conducted this fall.

In 2015, the division will continue to work on the implementation of the recommendations of Phase I of the Rental Housing Needs Assessment Study and Comprehensive Development Plan V, as well as analyze the results of the Newark Resident Survey and share these results with other operating departments.

Community Development and Housing

The City has received funds under the Federal Housing and Urban Development's Community Development Block Grant Program (CDBG) since 1974 to benefit low to moderate income residents in Newark. In the 39th year (July 1, 2013 to June 30, 2014), the City allocated CDBG \$238,000 in funds to 13 separate projects and programs. The City's allocation is accessed through New Castle County under an entitlement formula based on population. Loan repayments generated by the City's Home Improvement and Facade Improvement Programs augment this allocation throughout the year.

This division administers the CDBG program according to Federal guidelines, reviews project funding requests and develops the operating budget in conjunction with the City Community Development/Revenue Sharing Advisory Committee; monitors programs for contract compliance; and directly manages the Home Improvement and the Newark Facade Improvement Program. In addition, the Division also administers the City-funded Promoting Owner-Occupancy of Homes (POOH) and the Home Buyer's Assistance Programs. Although these latter programs do not fall under the CDBG Program, they are intended to expand homeownership and to help provide social services within the City, complementing the mission of the CDBG Program.

The City-funded Revenue Sharing Program is also managed by the Division. In 2014, \$62,349 in City funds were allocated and distributed to eleven different programs under the Revenue Sharing program.

In 2014, the division's goal was to continue to administer the CDBG Program and Revenue Sharing effectively under Federal and City guidelines, to improve the City's living environment and to expand economic opportunities for low to moderate income Newark residents. In 2015, the division will be working to continue the effective operation of both programs.

Transportation and Technical Services

This division serves as a liaison between the City and federal, state, regional and local agencies to facilitate inter-jurisdictional cooperation and planning on issues of mutual concern. The division develops short and long-term transportation plans in conjunction with other City departments, the City's Traffic Committee and outside agencies such as WILMAPCO and the Delaware Department of Transportation. The Department also administers the UNICITY Bus Service.

Technical services provided include conducting, gathering and analyzing demographic data, researching topics and preparing special reports, maintaining the City library, and preparing maps, charts and visual aids.

This division spent considerable time in 2014, as a follow up to the Newark Rail Station Study, working with the University, WILMAPCO, DelDOT and other jurisdictions on the Newark Regional Transportation Center, and worked with interest groups to develop the Newark Bicycle Plan. The division also revised the Unicity Bus schedule to make it easier to read and, with minor route changes, serve more residents.

2015 will be occupied primarily with implementing recommendations from the Newark Transportation Study and Newark Bicycle Plan participating in the management and related activities associated with the Newark Regional Transportation Center.

Economic Development

This division supplements private sector initiatives to strengthen Newark's commercial and industrial well-being. The division provides staff to the Downtown Newark Partnership and its committees. In addition, the division serves as the City's liaison to other economic development agencies including the Delaware Chamber of Commerce, the Delaware Development Office, the New Castle County Chamber of Commerce, the Greater Newark Economic Development Partnership, the Small Business Administration and the Small Business Development Center. This division is responsible for developing and modifying long range downtown and City-wide economic development plans, monitoring the impact of City regulations on businesses, developing business incentives and recruitment programs, and producing public information materials. In addition, in 2014 the division worked on opportunities to promote Newark's Great American Main Street Award from the National Trust for Historic Preservation.

In 2015, the division will concentrate significant resources on greater Newark economic activities, continue to facilitate the incorporation of businesses along South Main Street into the Downtown Newark Partnership, and encourage the redevelopment of underutilized properties in downtown.

Parking

This division is responsible for the oversight, management, and supervision of off-street parking services and facilities downtown and the maintenance and operation of all on-street parking meters throughout Newark. In 2015, for the first time, the division will also be responsible for parking enforcement. As part of the responsibility for off-street parking management, the Parking Division handles supervision of personnel, facility maintenance and construction, lease negotiations, customer and business relations, and marketing. In addition, the division works with the Public Works Department regarding maintenance and repairs; the Electric Department for the construction and maintenance of lighting, ticket spitter and booth construction; the Finance Department for accounting and bookkeeping; the Police Department for crime

prevention; and the Parks and Recreation Department for landscape maintenance and snow removal. The division also works closely with the Downtown Newark Partnership's Parking Committee to develop plans for future parking improvements.

In 2014, the Parking Division continued to invest in Newark's off-street parking infrastructure by working towards a possible multi-level garage at Lot 1, as well as reaching an agreement to add a key parcel to the municipal parking inventory; implemented a program to add metered spaces to the inventory by opening a new entrance into Lot #3 via Center Street and adding a net 18 spaces to that lot. In addition, City Council awarded a contract for credit/debit card enabled parking meters to replace existing meters Citywide. The meter poles were properly sized and the new "smart" meters were installed this fall to very positive reviews. This year the division also planned for the planning for the transfer of parking enforcement duties from the Newark Police Department to the Parking Division.

In 2015, the division will continue to work on the Lot 1 garage project, implement the expansion of municipal Lot 2 as well as conduct parking enforcement and all on and off street parking functions.

Code Enforcement

This division, added to the Planning and Development Department officially at the beginning of 2010, is responsible for the administration and enforcement of the International Building Codes (ICC), related State Codes, and applicable portions of the Newark Municipal Code. The Division issues permits for rental units, signs, elevators, and construction. The division coordinates building permit review with other City departments. In addition, the division is responsible for State and City Fire Code compliance for new and existing construction.

The division's 2014 accomplishments included implementation of the new Cityview Software system and taking over the responsibilities of municipal facilities management and cleaning services from Parks and Recreation, Public Works and Water Resources and Administration. This consolidated facilities management strategy should improve service and reduce costs.

The division's principal goals for 2015 will be to continue to streamline services to the community, update the permitting, licensing and Code Enforcement processes, maintain municipal facilities, and implement the recommendations of the Newark Rental Housing Needs Assessment Study Phase II results as they become available.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Planning Department - Code Enforcement Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$936,246	\$1,003,753	\$990,550	\$992,484	\$1,044,176	\$1,060,224	\$1,217,118
Materials and Supplies	6,935	5,564	8,332	5,271	8,425	8,349	54,350
Contractual Services	49,668	34,929	41,805	38,867	53,021	158,523	188,519
Other Charges	<u>10,505</u>	<u>11,423</u>	<u>4,623</u>	<u>4,553</u>	<u>10,600</u>	<u>10,637</u>	<u>12,100</u>
Subtotal	\$1,003,354	\$1,055,669	\$1,045,310	\$1,041,175	\$1,116,222	\$1,237,733	\$1,472,087
Inter-Dept. Charges	<u>30,989</u>	<u>67,060</u>	<u>73,806</u>	<u>75,277</u>	<u>82,712</u>	<u>33,783</u>	<u>(249,131)</u>
Total Operating Expenses	<u><u>\$1,034,343</u></u>	<u><u>\$1,122,729</u></u>	<u><u>\$1,119,116</u></u>	<u><u>\$1,116,452</u></u>	<u><u>\$1,198,934</u></u>	<u><u>\$1,271,516</u></u>	<u><u>\$1,222,956</u></u>

**PLANNING & DEVELOPMENT DEPARTMENT
2015 WAGE AND SALARY BUDGET
CODE ENFORCEMENT DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
CODES INSPECT. SUPRVR	6020	20- I	73,883	2,830	76,713	1.0	73,883	20- I	76,069	3,128	79,197	1.0
CODE ENF. OFFICER	6260	17- G	64,493	1,809	66,302	1.0	65,437	17- G	68,031	2,002	70,033	1.0
CODE ENF. OFFICER	6260	17- G	64,493	1,809	66,302	1.0	65,437	17- G	68,031	2,002	70,033	1.0
CODE ENF. OFFICER	6260	17- G	63,843	0	63,843	1.0	64,787	17- G	66,731	0	66,731	1.0
CODE ENF. OFFICER	6260	17- G	63,843	0	63,843	1.0	65,787	17- G	68,731	2,780	71,511	1.0
FIRE MARSHALL	6260	14- G	57,757	2,270	60,027	1.0	63,297	17- G	66,385	2,683	69,068	1.0
FACILITIES MAINT SUPER.	6230						47,339	15- B	49,721	0	49,721	1.0
PROP. MAINT. INSPECTOR II	6260	14- G	57,407	1,797	59,204	1.0	58,246	14- G	60,916	1,977	62,893	1.0
PROP. MAINT. INSPECTOR II	6260	12- G	52,475	0	52,475	1.0	55,380	14- G	59,468	982	60,450	1.0
SECRETARY I	6080	10- G	48,516	0	48,516	1.0	49,233	10- G	50,710	0	50,710	1.0
FULL TIME SUBTOTALS			546,710	10,515	557,225	9.0	608,826		634,793	15,554	650,347	10.0
PART-TIME CLERK	6080	G	19,677	878	20,555	0.5	16,185	G	16,671		16,671	0.5
PART-TIME CLERK **	6080	G	19,677	484	20,161	0.5	19,032	G	20,904	257	21,161	0.5
MAINTENANCE WORKERS	6230								13,395		13,395	
MAINTENANCE WORKERS	6230								13,395		13,395	
MAINTENANCE WORKERS	6230								13,395		13,395	
MAINTENANCE WORKERS	6230								13,395		13,395	
MAINTENANCE WORKERS	6230								13,395		13,395	
MAINTENANCE WORKERS	6230								13,395		13,395	
TRANSITIONAL WAGES	6260		4,699		4,699							
OVERTIME	6620		25,000		25,000				27,700		27,700	
SHIFT DIFFERENTIAL	6629								300		300	
OTHER SUBTOTALS			69,053	1,362	70,415	1.0	35,217		145,945	257	146,202	1.0
CODE ENFORCEMENT DIVISION TOTALS			615,763	11,877	627,640	10.0	644,043	*	780,738	15,811	796,549	11.0

** PART-TIME CLERK SHARED 50% WITH POLICE

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning Department - Code Enforcement Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$70,360	\$70,373	\$71,805	\$71,760	\$73,883	\$73,880	\$76,069
6080 Clerical	78,414	80,219	83,990	87,534	87,870	86,530	88,285
6230 Maintenance Workers	0	0	0	0	0	0	130,091
6260 Code Enforcement	399,916	408,005	405,295	419,256	429,010	435,550	458,293
6580 Service Award	9,095	9,646	10,401	11,171	11,877	11,877	15,811
6590 Sick Pay	5,034	4,810	5,708	5,787	6,217	5,680	6,817
6620 Overtime	11,965	24,874	19,847	28,171	24,700	40,990	27,700
6621 Shift Differential	44	566	412	540	300	70	300
6880 Uniform Allowance	0	0	0	74	100	1,290	2,520
6920 Unemployment Comp. Ins.	3,541	4,147	3,823	3,484	7,073	4,907	8,642
6930 Social Security Taxes	43,014	44,561	45,611	46,446	48,496	50,170	59,534
6940 City Pension Plan	106,612	127,055	133,345	111,134	145,670	145,040	135,961
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	0	3,729
6950 Term Life Insurance	2,636	2,718	2,667	2,757	2,887	2,760	3,347
6960 Group Hospitalization Ins.	126,786	145,572	140,027	145,071	157,809	152,970	183,881
6961 Long-Term Disability Ins.	858	872	1,010	1,045	1,095	1,100	1,268
6962 Dental Insurance	14,179	9,809	9,630	9,964	10,313	9,890	11,788
6963 Flexible Spending Account	32	156	156	39	156	0	312
6965 Post-Employment Benefits	63,760	70,370	56,823	48,251	36,720	36,720	0
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	800	1,450
TOTAL PERSONNEL SERVICES	\$936,246	\$1,003,753	\$990,550	\$992,484	\$1,044,176	\$1,060,224	\$1,217,118

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning Department - Code Enforcement Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes & Supplies	\$245	\$475	\$590	\$475	\$675	\$1,400	\$2,600
7130 Tools, Field Sup., & Small Eq.	536	273	217	163	250	2,440	2,000
7140 Uniforms	21	0	10	62	0	9	0
7150 Office Supplies	3,234	2,955	2,816	2,469	2,950	2,950	4,000
7160 Books, Periodicals, Etc.	2,737	1,829	4,609	2,102	4,500	1,500	5,000
7230 Janitorial Supplies	0	0	0	0	0	0	25,000
7250 Building & Grounds Maint, Supplies	0	0	0	0	0	0	15,700
7550 Miscellaneous Supplies	162	32	90	0	50	50	50
TOTAL MATERIALS & SUPPLIES	\$6,935	\$5,564	\$8,332	\$5,271	\$8,425	\$8,349	\$54,350

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8030 Casualty Insurance	\$22,329	\$19,315	\$17,410	\$16,216	\$20,448	\$20,448	\$16,213
8040 Merchant Fees and Discounts	21,113	9,988	12,710	16,988	12,000	12,000	12,000
8050 Phone/Communications	6,025	5,584	5,243	4,876	5,525	5,525	6,040
8120 Outside Consulting	0	0	0	517	500	500	500
8131 Information Technology Cont'l	0	0	0	0	12,498	0	33,016
8162 Legal consulting Services	0	0	0	0	2,000	0	0
8230 Janitorial Services	0	0	0	0	0	0	15,000
8250 Building & Grounds Maintenance	0	0	6,383	242	0	120,000	105,700
8550 Misc. Contracted Services	201	42	59	28	50	50	50
TOTAL CONTRACTUAL SERVICES	\$49,668	\$34,929	\$41,805	\$38,867	\$53,021	\$158,523	\$188,519

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Planning Department - Code Enforcement Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Expense	\$4	\$6	\$26	\$6	\$50	\$50	\$50
9040 Dues & Conference Expense	950	4,374	1,310	1,515	4,850	4,850	4,850
9060 Depreciation Expense	9,551	6,823	3,287	2,474	3,200	1,237	2,700
9070 Training	0	220	0	558	500	500	500
9099 Contingencies	0	0	0	0	2,000	4,000	4,000
TOTAL OTHER CHARGES	\$10,505	\$11,423	\$4,623	\$4,553	\$10,600	\$10,637	\$12,100

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	\$18,330	\$23,109	\$27,378	\$19,459	\$23,529	\$17,669	\$18,798
Buildings and Grounds	3,449	5,439	6,334	7,648	6,994	(37,497)	(326,033)
Billings & Accounting	0	29,143	31,813	40,000	44,073	22,836	24,714
Information Technology	0	0	0	0	0	21,936	24,922
Printing and Reproduction	2,601	2,833	3,140	3,088	3,276	3,534	3,342
Electricity Used	6,609	6,536	5,141	5,082	4,840	5,305	5,126
Other Indirect Charges	0	0	0	0	0	0	0
TOTAL INTER-DEPT. CHARGES	\$30,989	\$67,060	\$73,806	\$75,277	\$82,712	\$33,783	(\$249,131)

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

PARKING FUND

Planning Department - Parking Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
REVENUE							
Parking Lot Revenues	\$1,100,800	\$1,379,655	\$1,377,054	\$1,390,188	\$1,400,000	\$1,259,376	\$1,388,820
Parking Meter Revenues	0	0	0	0	0	0	1,440,000
Other Revenues	38,088	4,113	4,094	32,224	11,159	5,819	10,819
Interest Revenue	17,704	15,474	17,966	15,793	22,570	19,380	19,380
Total	<u>\$1,156,592</u>	<u>\$1,399,242</u>	<u>\$1,399,114</u>	<u>\$1,438,205</u>	<u>\$1,433,729</u>	<u>\$1,284,575</u>	<u>\$2,859,019</u>
OPERATING EXPENSES							
Personnel Services	\$481,512	\$518,122	\$531,185	\$568,489	\$643,815	\$689,087	\$954,981
Materials and Supplies	37,798	39,220	37,589	29,788	29,410	24,459	\$26,610
Contractual Services	124,610	146,120	142,714	174,044	214,030	189,317	\$417,378
Other Charges	48,769	33,400	12,585	6,880	38,451	46,815	\$107,914
Subtotal	<u>\$692,689</u>	<u>\$736,862</u>	<u>\$724,073</u>	<u>\$779,201</u>	<u>\$925,706</u>	<u>\$949,678</u>	<u>\$1,506,883</u>
Inter-Dept. Charges	27,025	59,213	66,941	74,763	124,105	88,687	\$174,700
Total Operating Expenses	<u>\$719,714</u>	<u>\$796,075</u>	<u>\$791,014</u>	<u>\$853,964</u>	<u>\$1,049,811</u>	<u>\$1,038,365</u>	<u>\$1,681,583</u>

**PLANNING & DEVELOPMENT DEPARTMENT
2015 WAGE AND SALARY BUDGET
PARKING DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
PARKING ADMINISTRATOR	6020	19- D	67,385	0	67,385	1.0	69,342	19- D	72,136	0	72,136	1.0
PARKING SUPERINTENDENT	6020	15- D	49,920	0	49,920	1.0	51,207	15- D	53,446	0	53,446	1.0
CUSTOMER SERV CLK I	6040	10- C	43,986	0	43,986	1.0	38,909	10- C	41,145	0	41,145	1.0
MAINTENANCE IV	6230	8- 5	49,462	0	49,462	1.0	50,939	8- 5	52,717	874	53,591	1.0
MAINTENANCE III	6230	6- 2	42,661	1,404	44,065	1.0	45,989	6- 4	48,567	1,654	50,221	1.0
PARKING ENF OFFICER	6072						44,768	7- G	47,081	2,029	49,110	1.0
PARKING ENF OFFICER	6072						44,118	7- G	45,881	1,127	47,008	1.0
FULL TIME SUBTOTALS			253,413	1,404	254,817	5.0	345,272		360,973	5,684	366,657	7.0
PARKING ENF OFFICER	6072						22,929	C	23,617		23,617	0.5
PARKING ENF OFFICER	6072						G	27,652		27,652	0.5	
PARKING ENF OFFICER	6072						F	25,537		25,537	0.5	
PARKING ENF OFFICER	6072						G	26,587		26,587	0.5	
PARKING ATTENDANTS	6600							193,500		193,500		
PART-TIME CLERICAL	6080							16,000		16,000		
TRANSITIONAL WAGES	6020		1,361		1,361							
OVERTIME	6620		2,000		2,000			1,600		1,600		
SHIFT DIFFERENTIAL	6621		0		0			1,600		1,600		
OTHER SUBTOTALS			196,861	0	196,861	0.0	100,382		348,593	0	348,593	2.0
PARKING DIVISION TOTALS			450,274	1,404	451,678	5.0	445,654	*	709,566	5,684	715,250	9.0

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

PARKING FUND

Expenditures:

Planning Department - Parking Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$90,904	\$89,938	\$96,502	\$106,452	\$118,665	\$118,390	\$125,582
6040 Accounting	42,616	41,335	37,534	38,027	43,986	38,910	41,145
6072 Parking Enforcement	0	0	0	0	0	0	196,355
6080 Clerical	0	0	0	0	0	0	16,000
6230 Maintenance Workers	78,510	72,733	74,017	75,516	92,123	116,440	101,284
6580 Service Award	1,563	718	404	444	1,404	1,404	5,684
6590 Sick Pay	1,311	969	560	947	3,151	3,428	5,374
6600 Part-Time	141,213	177,025	185,968	201,647	193,500	224,355	226,000
6620 Overtime	11,814	6,834	3,687	3,363	2,000	3,800	1,600
6621 Shift Differential	0	0	0	0	0	3,310	1,600
6880 Uniform Allowances	0	0	0	0	0	900	1,680
6920 Unemployment Comp. Ins.	4,832	6,608	6,839	6,529	9,943	7,000	12,814
6930 Social Security Taxes	28,033	29,688	31,654	32,467	34,795	38,760	55,006
6940 City Pension Plan	32,452	40,149	42,983	43,354	67,521	67,900	81,123
6950 Term Life Insurance	924	892	937	977	1,338	1,160	1,905
6960 Group Hospitalization Ins.	29,519	28,855	27,593	36,220	53,316	42,700	73,531
6961 Long-Term Disability Ins.	341	323	352	370	507	460	721
6962 Dental Insurance	3,251	3,052	3,356	3,476	4,546	3,150	6,102
6964 Health Savings Account	0	0	0	750	0	0	750
6965 Post-Employment Benefits	14,229	19,003	18,799	17,950	17,020	17,020	0
6967 Emergency Room Reimbursements	0	0	0	0	0	0	725
TOTAL PERSONNEL SERVICES	\$481,512	\$518,122	\$531,185	\$568,489	\$643,815	\$689,087	\$954,981

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

PARKING FUND

Expenditures:

Planning Department-Parking Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes and Supplies	\$180	\$180	\$90	\$372	\$310	\$310	\$960
7130 Tools, Field Supplies, Small Equip	6,523	3,528	3,488	11,826	4,000	4,000	8,000
7140 Uniforms	905	540	0	0	50	0	1,500
7150 Office Supplies	2,458	2,947	2,627	2,930	2,425	2,424	2,425
7180 Billing & Collection Supplies	16,549	16,035	15,623	8,693	18,900	14,000	10,000
7250 Building & Grounds Maintenance	736	3,752	2,638	4,171	2,525	2,525	2,525
7300 Mach & Equip Maintenance	10,350	11,627	12,238	796	500	500	500
7550 Miscellaneous Supplies	97	611	885	1,000	700	700	700
TOTAL MATERIALS & SUPPLIES	\$37,798	\$39,220	\$37,589	\$29,788	\$29,410	\$24,459	\$26,610

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8020 Advertising/Signage	\$170	\$570	\$0	\$217	\$1,000	\$1,000	\$1,000
8030 Casualty Insurance	5,761	6,512	7,539	7,225	9,119	9,119	7,507
8040 Merchant Fees and Discounts	28,096	33,896	35,680	50,651	42,000	43,181	174,500
8050 Phone/Communications	2,486	2,707	2,642	2,416	2,755	2,755	2,292
8130 Building & Equipment Rental	56,440	54,892	56,389	64,352	86,396	86,396	86,396
8131 Information Technology Cont'l	0	0	0	0	2,260	185	44,183
8230 Janitorial Service	0	3,270	4,172	5,450	5,000	5,450	0
8250 Building & Grounds	490	158	843	845	1,500	1,500	1,500
8300 Mach. & Equip. Maint.	27,682	38,009	33,840	29,362	60,000	35,731	96,000
8550 Misc. Contracted Services	3,485	6,106	1,609	13,526	4,000	4,000	4,000
TOTAL CONTRACTUAL SERVICES	\$124,610	\$146,120	\$142,714	\$174,044	\$214,030	\$189,317	\$417,378

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

PARKING FUND

Expenditures:

Planning Department-Parking Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OTHER CHARGES							
9040 Dues & Conference Expense	\$3,584	\$2,315	\$2,847	\$2,851	\$3,000	\$3,000	\$3,000
9060 Depreciation Expense	44,550	30,976	9,738	3,849	20,251	43,615	89,714
9070 Training	635	109	0	180	200	200	200
9099 Contingencies	0	0	0	0	15,000	0	15,000
TOTAL OTHER CHARGES	\$48,769	\$33,400	\$12,585	\$6,880	\$38,451	\$46,815	\$107,914

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
INTER-DEPT. CHARGES							
Vehicles and Equipment	\$6,083	\$6,517	\$9,462	\$5,014	\$8,095	\$4,502	\$4,772
Buildings and Grounds	3,031	4,780	5,567	6,721	6,147	5,638	6,241
Billings & Accounting	0	30,616	33,670	42,795	92,863	26,242	55,322
Information Technology	0	0	0	0	0	32,905	88,365
Electricity	17,600	17,300	18,100	19,800	17,000	19,400	20,000
Other Indirect Expenses	311	0	142	433	0	0	0
TOTAL INTER-DEPT. CHARGES	\$27,025	\$59,213	\$66,941	\$74,763	\$124,105	\$88,687	\$174,700

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

PARKING FUND

Planning Department - Parking Division

CAPITAL PROJECTS BUDGET	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9620 Land & Land Improvement	\$110,775	\$13,237	\$0	\$19,137	\$100,000	\$9,730	\$39,825
9621 Building & Structures	0	0	8,852	0	145,000	175,000	0
9622 Machinery & Equipment	0	0	10,975	0	381,250	311,965	155,250
9623 Autos and Trucks	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS BUDGET	\$110,775	\$13,237	\$19,827	\$19,137	\$626,250	\$496,695	\$195,075
CAPITAL PROJECT NUMBER & DESCRIPTION			<u>CAPITAL RESERVES</u>	<u>CURRENT SOURCES</u>	<u>OTHER SOURCES</u>	<u>EQUIPMENT REPLACEMENT</u>	
V1501 Parking Lot #2 Expansion			\$0	\$30,000	\$0	\$0	
V1402 Fee Collection Equipment Upgrade			0	155,250	0	0	
V1403 Site Preparation for Lot #1 Parking Garage			140,250	9,825	0	0	
V1404 Municipal Lot #1 Parking Garage			0	0	5,500,000	0	
V1001 Parking Lot Surface Maintenance			25,000	0	0	0	
VEQSF Equipment Replacement Program			0	0	0	0	
TOTAL PARKING FUND			\$165,250	\$195,075	\$5,500,000	\$0	

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

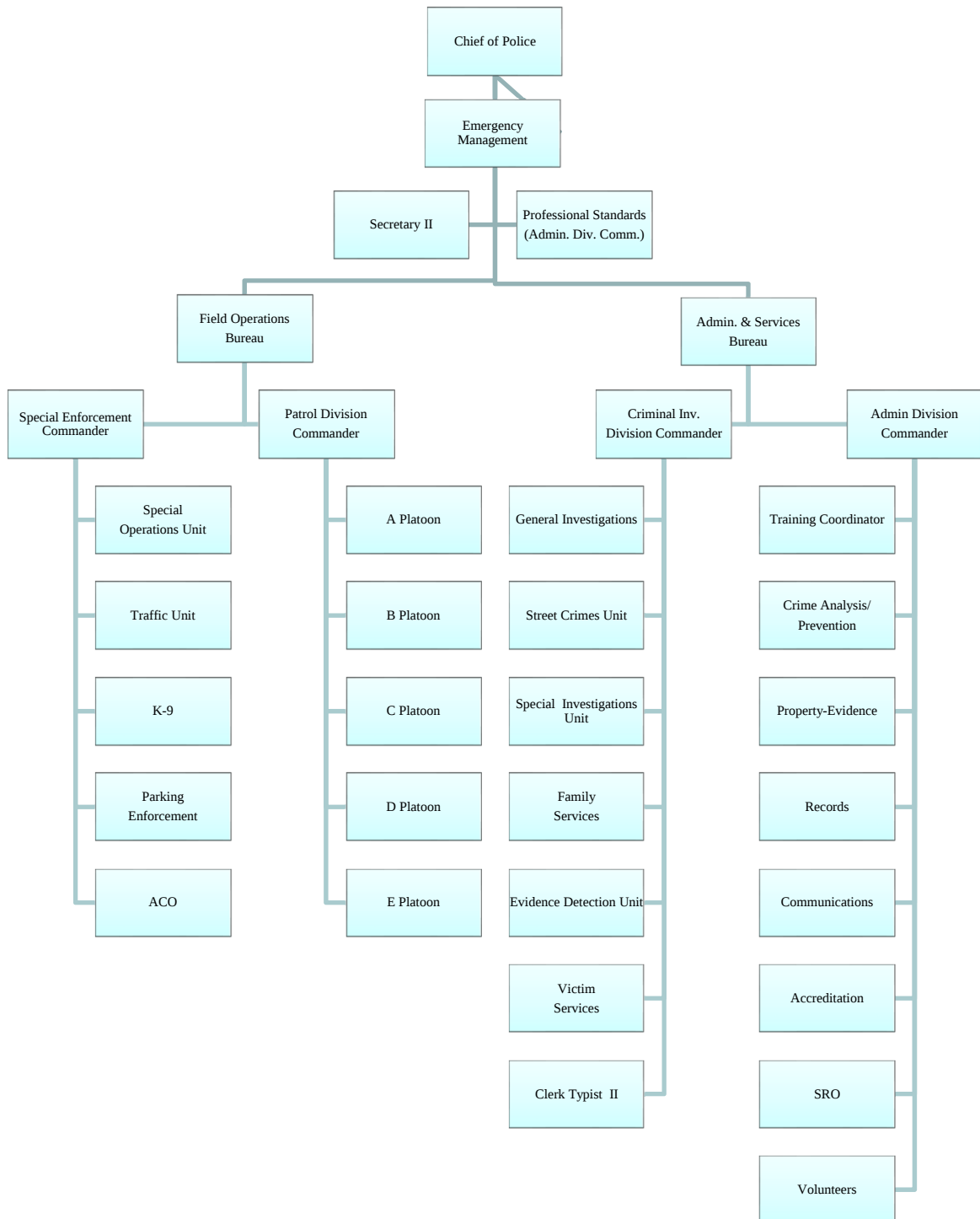
GENERAL FUND

Police Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$8,251,428	\$8,565,712	\$8,514,186	\$9,230,456	\$9,838,742	\$9,759,321	\$10,007,870
Materials and Supplies	127,823	118,549	138,690	116,224	145,980	149,080	168,480
Contractual Services	357,020	329,162	293,219	276,461	361,597	361,597	357,973
Other Charges	<u>465,885</u>	<u>361,396</u>	<u>364,177</u>	<u>394,364</u>	<u>362,738</u>	<u>399,275</u>	<u>384,540</u>
Subtotal	\$9,202,156	\$9,374,819	\$9,310,272	\$10,017,505	\$10,709,057	\$10,669,273	\$10,918,863
Inter-Dept. Charges	<u>474,696</u>	<u>822,376</u>	<u>869,164</u>	<u>916,466</u>	<u>928,881</u>	<u>910,305</u>	<u>928,666</u>
Total Operating Expenses	<u><u>\$9,676,852</u></u>	<u><u>\$10,197,195</u></u>	<u><u>\$10,179,436</u></u>	<u><u>\$10,933,971</u></u>	<u><u>\$11,637,938</u></u>	<u><u>\$11,579,578</u></u>	<u><u>\$11,847,529</u></u>

CITY OF NEWARK, DELAWARE

POLICE DEPARTMENT



**POLICE DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015						
		GRADE	STEP	ANNUAL				GRADE	STEP	ANNUAL				
				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT				FT POS	REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
CHIEF OF POLICE	6020	31- I		112,200	0	112,200	1.0	112,200	31- I		115,566	0	115,566	1.0
DEPUTY CHIEF OF POLICE	6020								28- I		102,738	0	102,738	1.0
DEPUTY CHIEF OF POLICE	6020								28- I		102,738	0	102,738	1.0
CAPTAIN	6020	10- 7		93,705	5,622	99,327	1.0	96,590	1070 15		98,522	6,076	104,598	1.0
CAPTAIN	6020	10- 7		93,705	4,685	98,390	1.0	96,590						
LIEUTENANT	6020	8- 7		85,809	2,717	88,526	1.0	88,451	870 15		90,220	3,007	93,227	1.0
LIEUTENANT	6020	8- 7		85,809	2,431	88,240	1.0	88,451	870 15		90,220	2,707	92,927	1.0
LIEUTENANT	6020	8- 7		85,809	3,575	89,384	1.0	88,451	870 15		90,220	3,910	94,130	1.0
LIEUTENANT	6020	8- 7		85,809	4,004	89,813	1.0	88,451	870 15		90,220	4,361	94,581	1.0
SERGEANT	6020	5- 7		78,578	3,405	81,983	1.0	80,998	570 15		82,618	3,718	86,336	1.0
SERGEANT	6020	5- 7		78,578	3,405	81,983	1.0	80,998	570 15		82,618	3,718	86,336	1.0
SERGEANT	6020	5- 7		78,578	2,226	80,804	1.0	80,998	570 15		82,618	2,479	85,097	1.0
SERGEANT	6020	5- 7		78,578	2,226	80,804	1.0	80,998	570 15		82,618	2,479	85,097	1.0
SERGEANT	6020	5- 7		78,578	2,138	80,716	1.0	80,998	570 15		82,618	2,341	84,959	1.0
SERGEANT	6020	5- 7		78,578	2,138	80,716	1.0	80,998	570 15		82,618	2,341	84,959	1.0
SERGEANT	6020	5- 7		77,772	1,927	79,699	1.0	80,998	570 15		82,615	2,203	84,818	1.0
MASTER CORPORAL	6070	4- 7		71,957	2,998	74,955	1.0	70,600	400 8		72,012	0	72,012	1.0
MASTER CORPORAL	6070	4- 7		71,957	2,998	74,955	1.0	74,172	400 15		75,655	3,278	78,933	1.0
MASTER CORPORAL	6070	4- 7		71,957	2,878	74,835	1.0	74,172	400 15		75,655	3,152	78,807	1.0
MASTER CORPORAL	6070	4- 7		71,957	2,878	74,835	1.0	70,600	400 12		72,612	1,452	74,064	1.0
MASTER CORPORAL	6070	4- 7		71,957	2,039	73,996	1.0	74,172	400 15		75,655	2,270	77,925	1.0
MASTER CORPORAL	6070	4- 7		71,957	1,919	73,876	1.0	74,172	400 15		75,655	2,144	77,799	1.0
MASTER CORPORAL	6070	4- 7		71,957	1,958	73,915	1.0	74,172	400 15		75,655	2,144	77,799	1.0
MASTER CORPORAL	6070	4- 7		71,957	1,958	73,915	1.0	74,172	400 15		75,655	2,144	77,799	1.0
MASTER CORPORAL	6070	4- 7		70,586	1,647	72,233	1.0	72,012	400 15		75,288	1,882	77,170	1.0
CORPORAL	6070	3- 7		68,361	2,621	70,982	1.0	70,466	300 15		71,875	2,875	74,750	1.0
CORPORAL	6070	3- 7		68,361	2,279	70,640	1.0	70,466	300 15		71,875	2,516	74,391	1.0
CORPORAL	6070	3- 7		68,361	2,279	70,640	1.0	70,466	300 15		71,875	2,516	74,391	1.0
CORPORAL	6070	3- 7		68,361	1,937	70,298	1.0	70,466	300 15		71,875	2,156	74,031	1.0
CORPORAL	6070	3- 7		68,361	1,937	70,298	1.0	70,466	300 15		71,875	2,156	74,031	1.0
CORPORAL	6070	3- 7		68,361	1,823	70,184	1.0	70,466	300 15		71,875	2,036	73,911	1.0
CORPORAL	6070	3- 7		67,660	1,676	69,336	1.0	70,466	300 15		71,859	1,916	73,775	1.0
CORPORAL	6070	3- 7		67,660	1,565	69,225	1.0	68,414	300 15		71,527	1,788	73,315	1.0
CORPORAL	6070	3- 7		68,361	1,482	69,843	1.0	68,414	300 12		69,782	1,628	71,410	1.0
CORPORAL	6070	3- 7		68,361	1,482	69,843	1.0	68,414	300 12		69,782	1,628	71,410	1.0
CORPORAL	6070	3- 7		66,007	1,315	67,322	1.0	68,414	300 12		69,779	1,512	71,291	1.0
CORPORAL	6070	3- 7		65,807	1,315	67,122	1.0	68,414	300 12		69,779	1,512	71,291	1.0
CORPORAL	6070	3- 7		65,757	1,315	67,072	1.0	67,072	300 12		69,554	1,507	71,061	1.0
CORPORAL	6070	3- 7		65,757	1,315	67,072	1.0	67,072	300 12		69,668	1,509	71,177	1.0
CORPORAL	6070	3- 7		65,757	1,206	66,963	1.0	62,925	300 6		64,178	0	64,178	1.0
CORPORAL	6070	3- 7		65,757	1,206	66,963	1.0	67,072	300 12		68,983	1,380	70,363	1.0
CORPORAL	6070	3- 7		65,757	1,096	66,853	1.0	67,072	300 8		68,413	1,254	69,667	1.0
CORPORAL	6070	3- 7		65,757	1,096	66,853	1.0	67,072	300 8		68,413	1,254	69,667	1.0

**POLICE DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL	2015						
		GRADE	STEP	ANNUAL				SALARY RATE AT 12/31/2014	GRADE	STEP	ANNUAL			
				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
CORPORAL	6070	3- 7		65,757	1,096	66,853	1.0	60,215	300 4		61,419	0	61,419	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	1,140	69,553	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	0	68,413	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	0	68,413	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	68,414	300 12		69,779	0	69,779	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	0	68,413	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	0	68,413	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	67,072	300 8		68,413	0	68,413	1.0
CORPORAL	6070	3- 7		65,757	0	65,757	1.0	60,215	300 8		63,032	0	63,032	1.0
CORPORAL	6070	3- 7		65,116	0	65,116	1.0	67,072	300 8		68,422	0	68,422	1.0
CORPORAL	6070	3- 7		65,592	0	65,592	1.0	65,757	300 8		68,190	0	68,190	1.0
CORPORAL	6070	3- 6		65,292	0	65,292	1.0	65,757	300 8		67,967	0	67,967	1.0
CORPORAL	6070	3- 7		62,576	0	62,576	1.0	62,925	300 5		64,183	0	64,183	1.0
CORPORAL	6070							62,925	300 6		64,178	0	64,178	1.0
CORPORAL	6070							62,925	300 6		64,178	0	64,178	1.0
POLICE OFFICER	6070	3- 5		52,945	0	52,945	1.0	54,213	100 4		57,164	0	57,164	1.0
POLICE OFFICER	6070	1- 4		52,945	0	52,945	1.0	54,213	100 4		57,164	0	57,164	1.0
POLICE OFFICER	6070	1- 3		52,945	0	52,945	1.0	54,213	100 4		57,164	0	57,164	1.0
POLICE OFFICER	6070	1- 3		52,945	0	52,945	1.0	54,213	100 4		57,164	0	57,164	1.0
POLICE OFFICER	6070	1- 3		50,892	0	50,892	1.0	51,878	100 3		55,098	0	55,098	1.0
POLICE OFFICER	6070	1- 3		50,590	0	50,590	1.0	51,878	100 3		54,503	0	54,503	1.0
POLICE OFFICER	6070	1- 3		48,773	0	48,773	1.0	49,645	100 2		52,727	0	52,727	1.0
POLICE OFFICER	6070	1- 2		48,773	0	48,773	1.0	49,645	100 2		52,727	0	52,727	1.0
POLICE OFFICER	6070	1- 2		48,773	0	48,773	1.0	49,645	100 2		52,727	0	52,727	1.0
POLICE OFFICER	6070	3- 7		56,338	0	56,338	1.0	49,645	100 2		50,621	0	50,621	1.0
POLICE OFFICER	6070	3- 6		56,338	0	56,338	1.0	47,506	100 1		50,455	0	50,455	1.0
POLICE OFFICER **	6070	3- 5		56,338	0	56,338	1.0	47,406	100 1		35,505	0	35,505	1.0
POLICE OFFICER	6070	3- 5		55,080	0	55,080	1.0	47,406	100 1		35,505	0	35,505	1.0
POLICE OFFICER	6070	3- 5		55,080	0	55,080	1.0	47,406	100 1		35,505	0	35,505	1.0
SWORN F-T SUBTOTALS				4,636,036	91,813	4,727,849	68.0	4,805,580			5,001,431	90,089	5,091,520	71.0
COMMUNICATIONS SUPRVR.	6020	17- I		66,113	1,573	67,686	1.0	65,443	17- I		67,387	1,891	69,278	1.0
SECRETARY II	6080	13- G		53,422	0	53,422	1.0	55,380	13- G		57,420	951	58,371	1.0
COMMUNICATIONS OFFICER	6073	10- G		50,516	1,375	51,891	1.0	50,233	10A- G		52,710	2,197	54,907	1.0
COMMUNICATIONS OFFICER	6073	10- G		49,816	970	50,786	1.0	49,883	10A- G		52,010	1,521	53,531	1.0
COMMUNICATIONS OFFICER	6073	10- G		49,216	809	50,025	1.0	49,583	10A- G		51,410	1,099	52,509	1.0
COMMUNICATIONS OFFICER	6073	10- G		48,597	0	48,597	1.0	40,463	10A- C		41,746	0	41,746	1.0
COMMUNICATIONS OFFICER	6073	10- G		48,516	0	48,516	1.0	49,233	10A- G		50,710	0	50,710	1.0
COMMUNICATIONS OFFICER	6073	10- E		44,859	0	44,859	1.0	45,519	10A- F		47,275	0	47,275	1.0
COMMUNICATIONS OFFICER	6073	10- E		44,859	0	44,859	1.0	45,519	10A- F		48,526	0	48,526	1.0
COMMUNICATIONS OFFICER	6073	10- C		41,473	0	41,473	1.0	42,084	10A- D		43,560	0	43,560	1.0
COMMUNICATIONS OFFICER	6073	10- A		38,342	0	38,342	1.0	43,758	10A- E		45,371	0	45,371	1.0
COMMUNICATIONS OFFICER	6073							40,463	10A- C		42,371	0	42,371	1.0

**POLICE DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015						
		GRADE	STEP	ANNUAL				GRADE	STEP	ANNUAL				
				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT				FT POS	REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
VICTIM SERVICES SPEC. *	6030	9- G		46,644	0	46,644	1.0	47,339	9- G		48,759	0	48,759	1.0
CLERK TYPIST II ***	6080	8- G		46,156	1,121	47,277	1.0	19,032	8- G		19,918	257	20,175	1.0
CLERK TYPIST II	6080	8- E		41,473	0	41,473	1.0	42,084	8- F		44,792	0	44,792	1.0
ANIMAL CONTROL OFFICER	6074	8- G		46,856	1,944	48,800	1.0	46,519	8- G		48,885	2,110	50,995	1.0
PARKING ENF OFFICER	6072	7- G		45,130	1,869	46,999	1.0							
PARKING ENF OFFICER	6072	7- G		43,831	1,006	44,837	1.0							
NON-SWORN F-T SUBTOTALS				805,819	10,667	816,486	17.0	732,534			762,850	10,026	772,876	16.0
PROPERTY TECHNICIAN	6600	G		26,394	518	26,912	0.5		G		27,560	582	28,142	0.5
PARKING ENF OFFICER	6072	G		27,508	496	28,004	0.5							
PARKING ENF OFFICER	6072	G		24,809		24,809	0.5							
PARKING ENF OFFICER	6072	E		24,410		24,410	0.5							
PARKING ENF OFFICER	6072	F		23,598		23,598	0.5							
TRAINING COORDINATOR	6600	G		22,885		22,885	0.5		G		23,930		23,930	0.5
CLERK TYPIST	6080	C		15,739		15,739	0.5		D		17,566		17,566	0.5
CLERK TYPIST	6080	C		15,620		15,620	0.5							
STANDBY PAY	6619			20,000		20,000					20,000		20,000	
OVERTIME	6620			270,000		270,000					270,000		270,000	
TRANSITIONAL WAGES	6070			52,598		52,598								
REIMBURSABLE OVERTIME	6629			170,000		170,000					170,000		170,000	
SHIFT DIFFERENTIAL	6621			64,000		64,000					64,000		64,000	
HOLIDAY PREMIUM	6622			80,000		80,000					82,400		82,400	
UNIFORM ALLOWANCE	6880			27,000		27,000					30,000		30,000	
NON-SWORN P-T SUBTOTALS				864,561	1,014	865,575	4.0	0			705,456	582	706,038	1.5
POLICE DEPARTMENT TOTALS				6,306,416	103,494	6,409,910	89.0	5,538,114	(1)	6,469,737	100,697	6,570,434	88.5	

* FUNDED THRU A LAW ENFORCEMENT GRANT IN 2014

** FUNDED THRU A LAW ENFORCEMENT GRANT IN 2015

***CLERK TYPIST II SHARED 50% WITH CODE ENFORCEMENT

(1) Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Police Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6020 Supervisory	\$949,445	\$893,137	\$1,125,674	\$1,236,897	\$1,258,199	\$1,271,800	\$1,426,154
6030 Engineering/Technical	0	0	0	0	0	0	48,759
6050 Information Technology	55,716	55,972	58,341	0	0	0	0
6070 Police Officers	3,235,746	3,378,321	3,237,872	3,231,289	3,391,916	3,401,800	3,607,159
6072 Parking Enforcement	178,163	175,686	171,233	185,301	189,286	181,260	0
6073 Communications	364,149	356,673	359,377	361,308	416,194	393,390	475,689
6074 Animal Control	43,268	43,268	44,133	45,193	46,856	46,520	48,885
6080 Clerical	172,449	172,461	176,538	173,360	172,410	158,150	139,696
6580 Service Award	82,523	87,160	89,774	97,807	103,494	103,494	100,697
6590 Sick Pay	54,329	65,659	67,414	72,717	77,340	69,064	59,813
6600 Part-Time	66,527	58,245	52,462	48,466	49,279	48,536	51,490
6619 Standby Pay	9,733	10,644	16,531	19,893	20,000	20,000	20,000
6620 Overtime	346,987	364,798	345,436	281,923	270,000	250,000	270,000
6621 Shift Differential	47,486	66,124	66,553	65,612	64,000	61,000	64,000
6622 Holiday Premium	49,504	80,591	78,741	82,532	80,000	100,000	82,400
6629 Reimbursable Overtime	140,257	144,604	189,049	167,296	170,000	170,000	170,000
6880 Uniform Allowance	21,601	23,747	22,670	24,452	27,000	26,250	30,000
6920 Unemployment Comp. Ins.	27,492	31,372	31,835	28,144	57,674	41,887	47,321
6930 Social Security Taxes	435,316	445,968	452,985	456,897	484,703	482,050	504,505
6940 City Pension Plan	618,822	517,663	509,997	948,344	1,242,185	1,266,120	1,415,498
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	2,000	5,365
6950 Term Life Insurance	24,731	25,651	25,448	25,964	27,182	26,380	29,240
6960 Group Hospitalization Ins.	965,088	1,083,212	1,073,158	1,123,063	1,248,273	1,192,790	1,290,651
6961 Long-Term Disability Ins.	7,608	7,735	9,731	9,967	10,562	10,510	11,468
6962 Dental Insurance	57,900	66,180	64,718	68,229	72,479	70,270	79,359
6963 Flexible Spending Account	577	1,294	1,268	299	1,092	0	936
6964 Health Savings Account	0	0	2,000	6,188	3,750	1,880	5,250
6965 Post-Employment Benefits	296,011	409,547	241,248	469,315	354,868	354,870	0
6966 Retirement Health Savings Account	0	0	0	0	0	1,300	10,920
6967 Emergency Room Reimbursements	0	0	0	0	0	8,000	12,615
TOTAL PERSONNEL SERVICES	\$8,251,428	\$8,565,712	\$8,514,186	\$9,230,456	\$9,838,742	\$9,759,321	\$10,007,870

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Police Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7040 Ammunition	\$14,880	\$14,429	\$17,090	\$17,141	\$24,700	\$24,700	\$28,700
7130 Tools and Small Equipment	15,104	19,199	21,430	17,862	18,000	18,000	25,000
7131 Information Technology Supplies	0	0	0	0	0	3,100	0
7135 Forensic/Photography Supplies	6,968	7,299	11,355	7,185	7,100	7,100	7,100
7140 Uniforms	56,101	52,322	62,220	50,064	70,000	70,000	81,500
7141 Uniform Allowance	2,199	278	930	816	0	0	0
7150 Office Supplies	15,169	13,109	12,099	13,684	13,500	13,500	13,500
7160 Books, Periodicals, Etc.	598	1,593	0	698	1,500	1,500	1,500
7200 Copying Supplies	7,696	4,131	5,964	2,859	5,700	5,700	5,700
7230 Janitorial Supplies	3,284	134	0	0	0	0	0
7250 Buildings & Grounds Maint.	4,081	4,911	4,644	3,796	4,100	4,100	4,100
7300 Mach. & Equip. Maintenance	201	63	258	506	180	180	180
7530 Prisoners' Expenses	201	243	195	168	200	200	200
7550 Misc. Supplies	1,341	838	2,505	1,445	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	\$127,823	\$118,549	\$138,690	\$116,224	\$145,980	\$149,080	\$168,480

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8020 Advertising	\$248	\$314	\$24	\$624	\$400	\$400	\$400
8030 Casualty Insurance	211,369	207,082	190,517	169,416	223,422	223,422	200,070
8050 Phone/Communications	37,960	42,540	41,516	40,542	36,750	36,750	39,436
8130 Building & Equipment Rental (1)	4,500	4,500	4,500	4,500	4,500	4,500	4,500
8131 Information Technology Cont'l	0	0	0	0	4,000	4,000	32,042
8180 Consulting Fees	4,363	4,363	3,024	4,065	5,200	5,200	5,200
8230 Janitorial Services	12,948	0	0	0	0	0	0
8250 Building & Grounds Maint.	20,862	99	386	0	500	500	500
8300 Mach. & Equip. Maintenance	53,720	61,460	41,543	42,819	78,825	78,825	67,825
8480 Communication Equip. Maint.	1,595	201	621	981	1,500	1,500	1,500
8550 Misc. Contracted Svc.	9,455	8,166	11,088	13,514	6,000	6,000	6,000
8570 Annual Reports & Pub. Rel.	0	437	0	0	500	500	500
TOTAL CONTRACTUAL SERVICES	\$357,020	\$329,162	\$293,219	\$276,461	\$361,597	\$361,597	\$357,973

(1) Includes Alcohol Beverage Control Program

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Police Department

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Exp.	\$2,121	\$2,906	\$3,468	\$2,451	\$3,000	\$3,000	\$3,000
9040 Dues/Conference Expenses	2,754	3,137	3,212	3,005	4,500	4,500	4,500
9060 Depreciation Expense	447,835	341,576	341,410	382,097	331,578	366,615	337,040
9070 Training	13,175	13,777	16,087	6,811	13,660	15,160	30,000
9099 Contingencies	0	0	0	0	10,000	10,000	10,000
TOTAL OTHER CHARGES	\$465,885	\$361,396	\$364,177	\$394,364	\$362,738	\$399,275	\$384,540

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	\$311,698	\$373,292	\$395,972	\$345,720	\$336,610	\$326,279	\$344,956
Buildings & Grounds	45,945	72,463	84,389	101,889	93,176	85,467	94,600
Billings & Accounting	0	263,855	288,645	376,442	408,495	203,744	193,190
Information Technology	0	0	0	0	0	201,815	200,520
Electricity	111,000	107,600	95,200	91,700	89,600	90,000	92,400
Other Indirect Expenses	6,053	5,166	4,958	715	1,000	3,000	3,000
TOTAL INTER-DEPT. CHARGES	\$474,696	\$822,376	\$869,164	\$916,466	\$928,881	\$910,305	\$928,666

NEWARK POLICE DEPARTMENT PROFILE

The Newark Police Department is responsible for protecting the lives, homes and properties of Newark residents. The Newark Police Department is dedicated to serving all citizens by: responding to calls for police service, enforcing state and local laws, conducting preventative patrol activities, performing criminal investigations, promoting traffic safety, and apprehending criminal and traffic offenders. The Newark Police Department's core values are the preservation of human life, integrity, professionalism and service.

The Newark Police Department's force of 93 employees is dedicated to serving citizens through the bureaus, divisions and units described below.

Field Operations Bureau

The Field Operations Bureau is broken down into two main components: The Patrol Division and the Special Enforcement Division.

Patrol Division

The Patrol Division is the backbone of the Newark Police Department, as they are available twenty four hours a day, seven days a week, three hundred and sixty five days a year. The patrol division has the responsibility of being the first responders to all calls for police service in the city. The Patrol Division is comprised of five patrol platoons each with 7 officers assigned to it. In 2013, the police department logged 41,725 calls for service in the Computer Aided Dispatch System.

In 2013, the Newark Police Department experienced a 5.4% decrease in calls for service over 2012. Part I crimes (felonies) decreased by 11.16% and Part II crimes (misdemeanors and violations) decreased by 8.6%. There were 4,063 criminal charges brought against adults and 240 criminal charges brought against juveniles.

The continued reduction in the Part I crime rate can be attributed in part to the Crime Suppression Plan, which coincides with the University of Delaware semester schedule. During this time frame, violent crimes spike in and around the downtown areas of the city. The Crime Suppression Plan breaks the downtown area into small patrol sectors during peak call volume times. Aggressive and proactive patrol techniques are deployed, which has shown a successive drop in Part I crime. Since 2006, Part I crimes have decreased by 34.79%. In addition, the patrol division has implemented Directed Patrols. Directed Patrols are when officers assigned to a certain area of the city, are directed to patrol specific areas based upon recent crime trends and citizen complaints.

In 2015, the Patrol Division will continue with the Crime Suppression Plan, Directed Patrols, as well as their preventative patrol activities and enforcement in a continued effort to control the crime rate and quality of life in the city.

Special Enforcement Division

Traffic Unit

The Traffic Unit is responsible for promoting traffic safety and enforcing traffic laws. The Traffic Unit is also responsible for investigating serious injury and fatal motor vehicle collisions. This unit oversees Parking Enforcement and the Animal Control function. Parking Enforcement is responsible for enforcing the parking regulation throughout the city. The Animal Control officer is responsible for enforcing animal violations and public education regarding animal issues.

In 2013, traffic complaints decreased by 8.8%. Parking meter summons decreased by 3.5%, while other parking summons increased by 12.2%. DUI arrests decreased by 10.9% while other motor vehicle arrests increased by 7.9%. There was one fatal motor vehicle collision in 2013, while the total number of collisions increased by 6.9%. The Traffic Unit has moved their focus from being the primary vehicle collision investigators, to one of targeted traffic violation enforcement, based upon accident locations and citizen concerns. The Traffic Unit along with the Patrol Division has been focusing their efforts in specific areas of the city.

In 2015, the Traffic Division will continue its targeted traffic violation enforcement in an effort to decrease the number of vehicle collisions on city roadways.

Special Operations Unit

The Special Operations Unit was created in 2012 with the assistance of a COPS Hiring Grant. The Special Operations Unit (SOU) consists of a Sergeant, three police officers and two K9 officers. The primary responsibility of the SOU is to provide operational flexibility to impact specific crime and disorder problems as they arise in the community. The SOU operates in a uniformed capacity and adheres to community oriented policing and problem solving principles. Currently the K9 officers are assigned to patrol shifts due to manpower shortages.

Administration and Investigations Bureau

The Administration and Investigations Bureau is broken down into two main components: The Administration Division and the Criminal Investigations Division.

Criminal Investigations Division

The Criminal Investigations Division is broken down into several different units with specialized functions.

The General Investigations Unit is responsible for the follow-up investigation of major crimes or crime involving long term or specialized investigative efforts.

The Special Investigations Unit is responsible for drug, vice and organized crime investigations and for the collection, dissemination and security of criminal intelligence.

The Family Services Unit is responsible for conducting follow-up investigations of domestic violence cases, cases involving juvenile victims and offenders including follow-up on juvenile runaway or missing persons, cases involving child abuse or neglect, and acts as the department liaison with family service organizations throughout the state.

The Evidence Detection Unit is responsible for coordinating the forensic processing of major crime scenes, for submitting evidence to laboratories, for coordinating the Field Evidence Technician program, and for maintaining all supplies required for processing evidence.

The Street Crimes Unit is responsible for combating street crime using proactive tactics, conducting surveillance on known suspects, investigating nuisance crimes and providing support services to the divisions within the Criminal Investigations Division and the Patrol Division. As crime trends and community concerns rise, the Street Crimes Unit is deployed to the specific areas of the City to combat the increase.

In 2013, The Street Crimes Unit made 1,043 total arrests broken down as, 150 drug arrests, 146 traffic arrests, 10 DUI arrest, 167 fugitive arrests, 408 Order-Maintenance Arrests, 123 Graffiti arrests, and 39 criminal arrests.

The Victim Services Unit provides social work services to victims and witnesses of violent crimes including but not limited to: crisis intervention, information and support for the court process and assistance in applying for Violent Crimes Compensation.

In 2013, the Victim Services Unit reviewed 109 cases and made initial and follow up contact with 269 victims and witnesses.

In 2015, the Criminal Investigations Division will continue to vigorously investigate major crimes throughout the city. The division will continue to enhance its ties with allied investigative agencies through task forces with the FBI, DEA, University of Delaware Police Department and many others.

Administration Division

The Administration Division is broken down into several different police units, and also oversees the civilian staff.

The Crime Prevention and Crime Analysis Unit is responsible for providing security surveys, organizing Neighborhood Watch programs, responding to the media, implementing crime prevention programs, managing the volunteer program and public relations functions. The Crime Analysis function of this unit is responsible for analyzing crime trends and reporting them to both the Field Operations Bureau and the Criminal Investigations Division.

The Accreditation Manager is responsible for ensuring that periodic reports, reviews, and other activities mandated by applicable CALEA accreditation standards are accomplished. The Accreditation Manager is also responsible for developing and

maintaining the Rules and Procedures Manual, preparing personnel allocation studies and management staff studies concerning various functions of the Department.

The School Resource Officer is responsible for investigating crimes involving juveniles as victims or offenders, managing youth-related problems, running the explorer program, and maintaining liaison with local schools. The School Resource Officer is assigned and works full time at Newark High School and maintains a presence at the public elementary and charter schools.

The Property Officer is responsible for storing and accounting for all evidence and found property, for issuing and maintaining an inventory of all non-perishable police equipment, and for coordinating all building maintenance.

The Communications Section is the City of Newark's 911 center. Ten full-time civilians are responsible for receiving complaints and emergency calls from citizens, retrieving information for patrol officers, and dispatching patrol officers to calls for service. The 911 center averages 100,000 phone calls per year and dispatches police to approximately 45,000 calls for service.

The Records Section maintains a centralized records pool, sends the required reports to other agencies, and acts as a central repository for all records of official activity of the Department.

The Training Coordinator is responsible for all department training, manages the Field Training Officer program, maintains training files for all personnel, and manages the Department's training budget.

The Volunteer Program is staffed by civilians who supplement the employees of the Newark Police Department by, voluntarily, performing community service, crime prevention or administrative tasks. Four civilian volunteers combined for a total of over 300 hours of volunteer work at the police department.

In 2013, the Administration Division continued to administer the COPS Hiring Grant in the amount of \$447,844. This enabled the police department to hire two additional police officers which led to the formation of the Special Operations Unit. This grant increased the strength of the department from 66 sworn officers to 68. In 2013, the Administration Division also applied for and was awarded grant money to enhance police technology, with the acquisition of additional in car camera systems and license plate recognition technology.

In 2015, the Administration Division will continue all of its efforts, including Crime Prevention, Analysis and Accreditation. Federal and state grants will be sought out and applied for in order to continue with technology upgrades. The department will apply for another COPS grant in order to strengthen the agencies community policing efforts in the area of school based policing.

CITY OF NEWARK, DELAWARE
Activities Measurements --- Police Department

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Performance Indicators:			
Service / Arrest Statistics			
Calls For Service	48,348	44,115	41,725
Adult Criminal Charges	2,990	3,826	4,063
Juvenile Criminal Charges	245	320	240
 Part I Crime Statistics			
Homicide (attempts)	0(0)	0(0)	0(0)
Rape	5	10	8
Unlawful Sexual Contact	12	10	2
Robbery	43	45	29
Aggravated Assault	21	20	19
Burglary	174	148	95
Theft	860	874	763
Theft / Auto	56	33	35
Arson	4	2	0
All Other	30	11	74
Part I Crime Statistics Total	1,205	1,156	1,027
Part II Crime Statistics Total	2,982	3,146	2,877
 Public Order Incidents (included in above Part II crimes)			
Alcohol	355	437	431
Noise	654	579	627
Disorderly	563	625	342
Misdemeanor Assaults	359	548	275
 Traffic Statistics			
Traffic Complaints	11,755	11,196	10,215
Parking Summons	6,916	6,562	7,365
Meter Summons	22,740	20,229	19,515
Motor Vehicle Arrests	9,561	12,679	13,687
DUI Arrests	242	283	252
Accidents	1,156	1,330	1,422
Fatalities	0	1	1
Injury Accidents	228	204	217

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

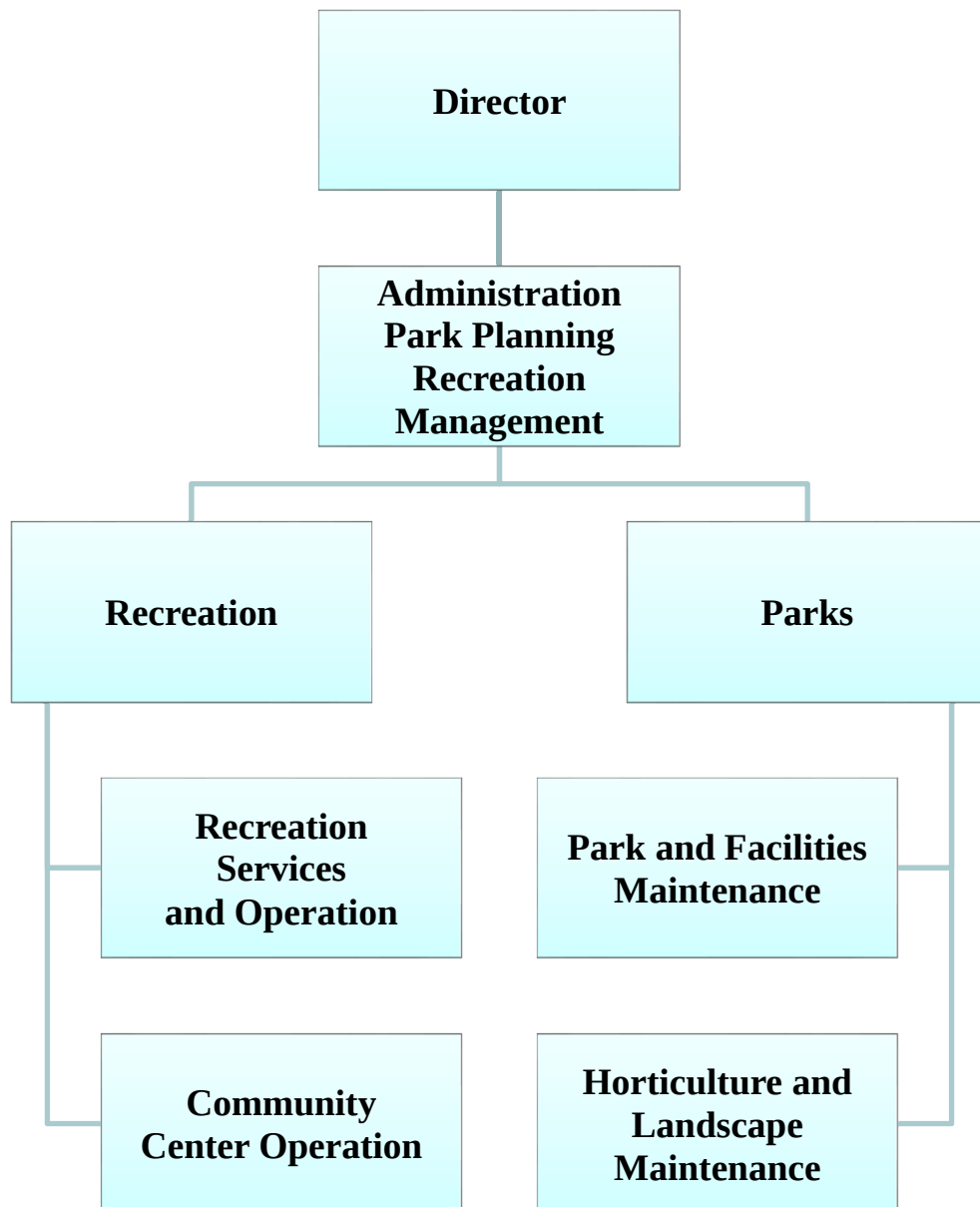
GENERAL FUND

Parks & Recreation Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$1,952,015	\$2,032,756	\$2,073,456	\$2,097,703	\$2,194,431	\$2,188,901	\$2,093,950
Materials and Supplies	103,383	91,511	102,395	107,366	107,780	106,569	101,250
Contractual Services	291,921	324,699	309,768	254,455	302,977	317,438	332,303
Other Charges	<u>31,744</u>	<u>25,913</u>	<u>32,196</u>	<u>67,263</u>	<u>70,068</u>	<u>70,982</u>	<u>70,068</u>
Subtotal	\$2,379,063	\$2,474,879	\$2,517,815	\$2,526,787	\$2,675,256	\$2,683,890	\$2,597,571
Inter-Dept. Charges	175,197	249,883	242,807	251,505	262,583	340,695	363,567
Special Revenue Accounts	<u>11,923</u>	<u>10,741</u>	<u>8,899</u>	<u>16,498</u>	<u>14,475</u>	<u>15,642</u>	<u>15,074</u>
Total Operating Expenses	<u><u>\$2,566,183</u></u>	<u><u>\$2,735,503</u></u>	<u><u>\$2,769,521</u></u>	<u><u>\$2,794,790</u></u>	<u><u>\$2,952,314</u></u>	<u><u>\$3,040,227</u></u>	<u><u>\$2,976,212</u></u>

CITY OF NEWARK, DELAWARE

PARKS & RECREATION



**PARKS & RECREATION DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	GRADE STEP	2014				TOTAL SALARY RATE AT 12/31/2014	GRADE STEP	2015			
			ANNUAL						ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
PARKS & REC. DIRECTOR	6020	28- I	100,746	5,488	106,234	1.0	100,746	28- I	103,738	5,993	109,731	1.0
RECREATION SUPT.	6020	21- I	76,448	2,208	78,656	1.0	76,448	21- I	78,722	2,472	81,194	1.0
PARKS SUPT.	6020	21- I	76,798	2,821	79,619	1.0	76,798	21- I	79,072	3,123	82,195	1.0
PARKS SUPERVISOR	6020	17- I	65,793	2,621	68,414	1.0	65,793	17- I	67,737	2,892	70,629	1.0
RECREATION SUPERVISOR	6020	18- G	66,835	1,660	68,495	1.0	68,016	18- G	70,700	1,851	72,551	1.0
RECREATION SUPERVISOR	6020	18- G	66,897	1,660	68,557	1.0	68,029	18- G	70,700	1,851	72,551	1.0
RECREATION SUPERVISOR	6020	18- G	66,439	1,107	67,546	1.0	67,724	18- G	70,100	1,272	71,372	1.0
SECRETARY I	6080	10- G	49,166	1,455	50,621	1.0	49,883	10- G	52,010	1,606	53,616	1.0
CUSTOMER SERVICE CLERK I	6080	10- G	48,866	1,375	50,241	1.0	49,583	10- G	51,760	1,521	53,281	1.0
MAINTENANCE IV	6230	8- 5	49,812	989	50,801	1.0	51,293	8- 5	52,967	1,137	54,104	1.0
MAINTENANCE IV	6230	8- 5	50,462	1,978	52,440	1.0	46,259	8- 2	47,647		47,647	1.0
MAINTENANCE IV	6230	8- 5	50,269	1,649	51,918	1.0	51,938	8- 5	53,767	1,836	55,603	1.0
MAINTENANCE IV	6230	8- 5	49,812	907	50,719	1.0	51,293	8- 5	52,967	1,049	54,016	1.0
MAINTENANCE III	6230	6- 5	46,488	846	47,334	1.0	47,882	6- 5	49,454	979	50,433	1.0
EQUIPMENT OPERATOR	6230	3- 5	43,656	866	44,522	1.0	44,949	3- 5	46,433	995	47,428	1.0
EQUIPMENT OPERATOR	6230	3- 5	43,306	0	43,306	1.0						
EQUIPMENT OPERATOR	6230	3- 5	43,306	0	43,306	1.0	44,595	3- 5	45,933	0	45,933	1.0
FULL TIME SUBTOTALS			995,099	27,630	1,022,729	17.0	961,228		993,707	28,577	1,022,284	16.0
TEMPORARY MAINTENANCE	6610		110,000		110,000				124,900		124,900	
OVERTIME	6620		25,000		25,000				27,000		27,000	
TRANSITIONAL WAGES	6230		6,701		6,701							
DAY CAMP	6680		44,000		44,000				46,500		46,500	
SELF SUPPORTING PROGM.	6690		162,000		162,000				171,000		171,000	
LIFE GUARDS	6750		12,000		12,000				12,600		12,600	
REC. SPEC. - SPEC. EVENTS	6770	D	19,718		19,718	0.5		A	18,860		18,860	0.5
COMM. CTR. ATTENDANT	6850	G	7,356	434	7,790	0.5		C	6,406		6,406	0.5
COMM. CTR. ATTENDANT	6850	C	7,487		7,487	0.5		D	8,126		8,126	0.5
COMM. CTR. ATTENDANT	6850	D	7,518		7,518	0.5		A	7,112		7,112	0.5
COMM. CTR. ATTENDANT	6850	E	7,535		7,535	0.5		G	8,179		8,179	0.5
OTHER SUBTOTALS			409,315	434	409,749	2.5	0		430,683	0	430,683	2.5
PARKS & REC. DEPARTMENT TOTALS			1,404,414	28,064	1,432,478	19.5	961,228 *		1,424,390	28,577	1,452,967	18.5

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Parks & Recreation Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6020 Supervisory	\$490,187	\$492,887	\$502,989	\$507,525	\$519,956	\$522,670	\$540,769
6080 Clerical	99,441	92,136	94,233	96,598	98,032	99,470	103,770
6230 Maintenance Workers	343,144	359,109	368,830	376,745	383,812	391,170	349,168
6580 Service Award	18,768	19,432	22,404	25,465	28,064	28,064	28,577
6590 Sick Pay	12,046	12,788	15,596	16,672	18,585	17,393	18,261
6610 Seasonal	124,843	112,743	111,930	106,997	110,000	110,000	124,900
6620 Overtime	37,034	33,294	21,227	28,967	25,000	25,000	27,000
6680 Day Camp	43,097	42,657	44,675	44,164	44,000	41,600	46,500
6690 Self-Supporting Programs	109,935	107,855	128,285	167,048	162,000	160,500	171,000
6740 Youth Activities - Rec Specialist	10,278	0	0	0	0	0	0
6750 Life Guards	11,751	11,736	11,045	11,900	12,000	12,000	12,600
6770 Comm Events - Rec Specialist	20,649	14,743	17,565	15,607	19,718	18,800	18,860
6850 Center Attendants	28,595	27,651	28,137	31,618	29,896	28,500	29,823
6880 Uniform Allowances	0	0	0	144	0	1,600	2,760
6920 Unemployment Comp. Ins.	13,535	14,961	15,511	15,315	24,033	17,554	20,116
6930 Social Security Taxes	100,552	98,634	112,643	106,979	111,008	111,320	112,550
6940 City Pension Plan	185,460	220,975	231,938	202,875	265,137	264,920	223,318
6950 Term Life Insurance	4,675	4,860	4,922	4,979	5,101	4,940	5,055
6960 Group Hospitalization Ins.	202,748	225,135	223,696	230,171	250,367	246,810	237,804
6961 Long-Term Disability Ins.	1,519	1,569	1,892	1,929	1,984	1,960	1,971
6962 Dental Insurance	16,253	16,722	16,640	17,810	18,435	16,190	16,215
6963 Flexible Spending Account	187	450	450	112	468	0	468
6965 Post-Employment Benefits	77,318	122,419	98,848	88,083	66,835	66,840	0
6967 Emergency Room Reimbursements	0	0	0	0	0	1,600	2,465
TOTAL PERSONNEL SERVICES	\$1,952,015	\$2,032,756	\$2,073,456	\$2,097,703	\$2,194,431	\$2,188,901	\$2,093,950

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Parks & Recreation Department

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7020 Heating Fuel	\$6,429	\$4,004	\$4,324	\$4,390	\$5,000	\$4,800	\$4,500
7021 Advertising Supplies	0	0	0	0	0	0	1,250
7110 Safety Shoes & Supplies	1,685	1,346	1,434	2,394	1,530	2,000	1,800
7130 Tools,Field Sup.,Small Equip.	2,777	3,523	3,815	8,011	2,750	2,700	5,350
7131 Information Technology Supplies	0	0	0	0	0	0	1,500
7140 Uniforms	430	237	7	83	100	19	0
7150 Office Supplies	2,307	1,732	904	1,632	1,750	1,750	1,750
7160 Books, Periodicals, Etc.	97	24	81	27	100	100	100
7170 Postage	0	0	85	0	0	0	0
7250 Bldg. & Grounds Maintenance	12,317	15,512	16,362	13,721	15,700	15,000	1,700
7300 Mach. & Equip. Maintenance	2,318	1,976	2,559	3,616	2,000	2,000	2,000
7450 Salt, Sand & Snow Removal	2,394	308	0	0	1,500	1,600	1,500
7500 Parks Maintenance	35,576	24,046	36,001	35,545	36,700	36,700	40,700
7501 Island Beautification	5,253	5,051	4,687	5,468	8,700	7,500	5,500
7550 Miscellaneous Supplies	916	968	494	212	950	800	2,100
7680 Day Camp	1,411	1,288	1,514	1,435	1,400	1,400	1,400
7690 Self-Supporting Programs	20,978	21,849	20,326	20,586	22,000	22,000	22,000
7691 Community Day	1,614	1,490	1,389	2,138	1,700	1,700	1,700
7692 Liberty Day Fireworks	308	786	527	384	200	600	500
7693 Halloween Parade/Trick or Treat	123	246	124	46	400	400	400
7694 Other Special Events	2,345	2,714	3,010	2,520	2,800	3,000	3,000
7695 Newark Nite	1,965	1,761	2,973	2,119	0	0	0
7850 George Wilson Center	2,140	2,650	1,779	3,039	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	\$103,383	\$91,511	\$102,395	\$107,366	\$107,780	\$106,569	\$101,250

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Parks & Recreation Department

CONTRACTUAL SERVICES		ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8020	Advertising	\$1,670	\$1,110	\$1,306	\$2,447	\$2,800	\$2,500	\$1,250
8030	Casualty Insurance	32,480	39,400	43,493	41,684	54,857	54,857	43,905
8040	Merchant Fees and Discounts	6,019	6,723	7,023	8,295	9,500	10,994	11,000
8050	Phone/Communications	16,676	16,584	20,673	23,962	22,200	22,200	15,910
8130	Bldg. & Equip. Rental	2,223	3,497	1,655	1,843	2,500	2,400	2,500
8131	Information Technology Cont'l	0	0	0	0	7,920	7,920	48,638
8230	Janitorial Service	7,425	0	0	0	0	0	0
8250	Bldg. & Grounds Maint.	3,368	5,683	166	380	500	500	500
8300	Mach. & Equip. Maintenance	325	617	160	343	700	700	700
8311	Vehicle Accidents	1,085	0	0	0	0	0	0
8410	Creek Maintenance	5,313	15,875	12,960	5,289	12,000	18,711	11,000
8420	Tree Removal	21,178	39,500	23,285	12,844	25,000	37,156	27,000
8450	Salt, Sand & Snow Removal	3,938	0	0	0	0	0	0
8500	Parks Maintenance	24,446	17,243	20,368	21,849	20,000	20,000	20,000
8550	Misc. Contracted Services	396	86	9,037	6,868	500	500	500
8680	Day Camp	5,579	5,305	5,300	5,906	6,500	8,500	7,500
8690	Self-Supporting Programs	88,866	87,503	96,674	60,447	80,000	70,000	73,000
8691	Community Day	3,755	3,660	3,170	2,892	3,800	3,600	3,800
8692	Liberty Day/Fireworks	28,545	29,481	30,995	30,597	30,900	30,900	33,900
8693	Halloween Parade/Trick or Treat	430	440	300	803	600	600	800
8694	Other Special Events	5,675	5,355	3,708	5,590	5,500	5,500	6,500
8695	Newark Nite	7,527	8,236	8,624	7,606	0	0	0
8696	Memorial Day Parade	0	10,000	6,000	0	0	0	3,300
8850	George Wilson Center	12,202	13,901	371	310	1,000	1,000	1,000
8899	Retention Basin Mowing	12,800	14,500	14,500	14,500	16,200	18,900	19,600
TOTAL CONTRACTUAL SERVICES		\$291,921	\$324,699	\$309,768	\$254,455	\$302,977	\$317,438	\$332,303

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Parks & Recreation Department

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Exp.	\$44	\$33	\$16	\$114	\$75	\$50	\$50
9040 Dues/Conferences Expenses	1,675	1,140	445	1,416	1,700	2,256	2,400
9060 Depreciation Expense	28,645	22,532	30,290	64,489	59,793	59,751	55,118
9070 Training	1,380	2,208	1,445	1,244	2,500	2,925	2,500
9099 Contingencies	0	0	0	0	6,000	6,000	10,000
TOTAL OTHER CHARGES	\$31,744	\$25,913	\$32,196	\$67,263	\$70,068	\$70,982	\$70,068

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	\$93,564	\$89,699	\$111,191	\$88,323	\$95,506	\$82,144	\$87,352
Buildings and Grounds	32,935	20,443	(23,363)	(8,717)	(23,205)	45,765	67,812
Billings & Accounting	0	90,258	100,307	122,109	138,373	70,720	64,447
Information Technology	0	0	0	0	0	86,649	87,233
Printing and Reproduction	17,927	19,527	21,645	21,287	22,580	24,359	23,037
Electricity	27,234	25,542	23,704	20,531	22,329	20,608	20,686
Other Indirect Expenses	3,537	4,414	9,323	7,972	7,000	10,450	13,000
TOTAL INTER-DEPT. CHARGES	\$175,197	\$249,883	\$242,807	\$251,505	\$262,583	\$340,695	\$363,567

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Parks & Recreation Department

SPECIAL REVENUE ACCTS.	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
FRIENDS OF SAFETY TOWN (1141)							
6690 Self-Supporting Programs	\$0	\$0	\$0	\$2,679	\$1,300	\$1,200	\$1,300
6930 Social Security Taxes	0	0	0	205	0	92	99
7690 Self-Supporting Programs	1,595	1,331	1,267	1,204	2,500	2,300	2,500
8690 Self-Supporting Programs	435	400	400	460	500	480	500
COMMUNITY DONATIONS FOR PARKS (1142)							
7500 Parks Maintenance	0	625	0	0	0	0	0
BEAUTIFICATION (1143)							
7501 Island Beautification	7,138	6,490	6,482	11,091	7,275	7,700	7,275
8130 Building & Equipment Rental	0	1,295	0	0	1,200	1,200	1,200
CASH IN LIEU OF PARKLAND (1144)							
8500 Parks Maintenance	1,900	0	0	0	0	0	0
COMMUNITY DONATIONS FOR RECREATION (1145)							
7690 Self-Supporting Programs	0	0	0	0	0	970	0
9070 Training	855	600	750	859	1,700	1,700	1,700
COMMUNITY GARDEN (1150)							
7550 Miscellaneous Supplies	0	0	0	0	0	0	500
TOTAL PARKS SPECIAL REVENUE ACCOUNTS	\$11,923	\$10,741	\$8,899	\$16,498	\$14,475	\$15,642	\$15,074

PARKS AND RECREATION DEPARTMENT PROFILE

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.

Key Division accomplishments in 2014:

- Completed construction of Curtis Mill Park.
- Replaced light fixtures on all outdoor tennis, basketball and multi-purpose courts.
- Completed installation of a subsurface drainage system for the LeRoy Hill Park baseball field.
- In conjunction with the Home Depot at Suburban Plaza, installation of landscape materials on the Elkton Road traffic median between Casho Mill Road and the Christina Parkway.
- Working with community members to establish a Newark Community Garden program to officially get underway in 2015.

In 2015 the Division will:

- Pending budget approval, begin modifying park access ways to be ADA compliant.
- Pending budget approval, prepare a contract for the purpose of selecting an engineering firm (in 2016) to complete the design, engineering, contract specifications, construction contract documents, bid packages and drawings for the Old Paper Mill Road Park project.
- Seek out grant funding for the Old Paper Mill Road Park project.
- Pending budget approval, increase the size of the Phillips Park parking lot to accommodate increased park usership due to the addition of the skateboard facility.
- Pending budget approval, clean and fill cracks, patch low areas, apply sealer and color coat system and paint lines on tennis courts at Fairfield, Handloff, Phillips and Wilson Parks and street hockey court at Dickey Park.

Parks and Horticulture

The Division is responsible for the maintenance of 658 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.

Key Division accomplishments in 2014:

- Replaced a children's play unit at George Wilson Park.
- In the fall, will begin installing landscaping in the area along the Hall Trail where we eradicated a stand of bamboo.
- Installed plant material on Elkton Road/South Main Street traffic medians to the Christina Parkway.
- Installed a concrete pad under the picnic shelter at Kells Park.
- Completed site preparation and storage building renovations at Fairfield Park for the start of the Community Garden program in the spring of 2015.
- Restriped lines on basketball courts and parking lots at Phillips, Hill, Redd, Lumbrook and George Read Parks and parking lot lines.

In 2015 we plan to:

- Continue landscape installations along the Hall Trail where bamboo was eradicated.
- Complete site preparation for Community Gardens at Fairfield Park.
- Install a concrete pad under the picnic shelter at Phillips Park.
- Complete the eradication of bamboo at Coleman and Karpinski Parks.
- Pending budget approval, sand blast and repaint the bicycle and pedestrian trail bridge which crosses the Christina Creek at Rittenhouse Park.
- Pending budget approval, replace certain children's park play units to meet current ASTM and CDSC standards.
- The creation of thorough Seasonal Employee Training and Orientation Plan.

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 include topics and areas such as health and fitness, youth and adult sports leagues and skill development classes, arts, camps, and community events.

Key Division accomplishments in 2014:

- Implementation of a new online activity registration system.
- With the construction of two (2) skateboard facilities, we began offering instructional classes to youth.
- Our full day summer camp at George Wilson Park/Center increased significantly in popularity this year. Nearly 300 children attended the eight week program.
- We continue to take strides with social media to enhance our advertising and promotional efforts for recreation programs and events. We have nearly 1000 “likes” on Facebook and 6000 individual email addresses through which we notify our customers and the public in general, of activity offerings, event and other timely department information.

In 2015 the Division will:

- Make improvements to our volunteer recruitment and data tracking system.
- Redesign our Activity Guide to give it a fresh look and make it more user friendly.
- Make revisions and updates to our Summer Camp Manuals and the two current versions will be combined to create one comprehensive manual.
- Pending funding (CDBG) approval, implement a Summer Playground program at Dickey Park.

Registrant Totals for Fall 2013-Summer 2014

Activity	Registrant/Participation	Resident	Non-Resident
Community Events	1,783	650	1,133
Trips	41	24	17
Preschool Activities	510	236	274
Youth/Teen Activities	2,307	1,200	1,107
Adult Activities	1,047	445	602
George Wilson Center Rentals	182	30	152
Grand Totals	5,870	2,585	3,285

Registrant Totals for Fall 2012-Summer 2013

Activity	Registrant/Participation	Resident	Non-Resident
Community Events	1,739	632	1,117
Trips	83	34	49
Preschool Activities	517	260	257
Youth/Teen Activities	2,101	970	1,131
Adult Activities	1,288	476	812
George Wilson Center Rentals	191	59	132
Grand Totals	5,919	2,431	3,498

Registrant Totals for Fall 2011-Summer 2012

Activity	Registrant/Participation	Resident	Non-Resident
Community Events	1,676	532	1,144
Trips	127	85	42
Preschool Activities	397	198	199
Youth/Teen Activities	1,902	934	968
Adult Activities	1,304	520	784
George Wilson Center Rentals	162	51	111
Grand Totals	5,568	2,320	3,248

CITY OF NEWARK, DELAWARE
Activities Measurements - Parks & Recreation

Performance Indicators:	2012 (Fall'11-Sum'12)	2013 (Fall'12-Sum'13)	2014 (Fall'13-Sum'14)
Revenue			
Community Events	\$74,744	\$76,328	\$57,937
Trips	\$8,473	\$6,099	\$2,199
Preschool Activities	\$39,421	\$33,229	\$28,537
Youth/Teen Activities	\$324,556	\$373,739	\$378,270
Adult Activities	\$67,464	\$63,923	\$49,915
Community Pools	\$810	\$690	\$660
George Wilson Center	\$41,260	\$39,688	\$45,602
Total	\$556,728	\$593,696	\$563,120
Program Cost			
Community Events	\$60,987	\$63,152	\$57,285
Trips	\$5,782	\$3,354	\$1,333
Preschool Activities	\$20,415	\$17,786	\$15,487
Youth/Teen Activities	\$192,052	\$200,452	\$210,474
Adult Activities	\$45,236	\$48,050	\$36,392
Community Pools	\$11,760	\$12,890	\$13,611
George Wilson Center	\$16,570	\$13,050	\$19,301
Total	\$352,802	\$358,734	\$353,883
Volunteer Hours			
Community Events	1,610	1,358	1,392
Preschool Activities	1,232	1,166	1,080
Youth/Teen Activities	2,723	2,556	3,361
Total	5,565	5,080	5,833

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

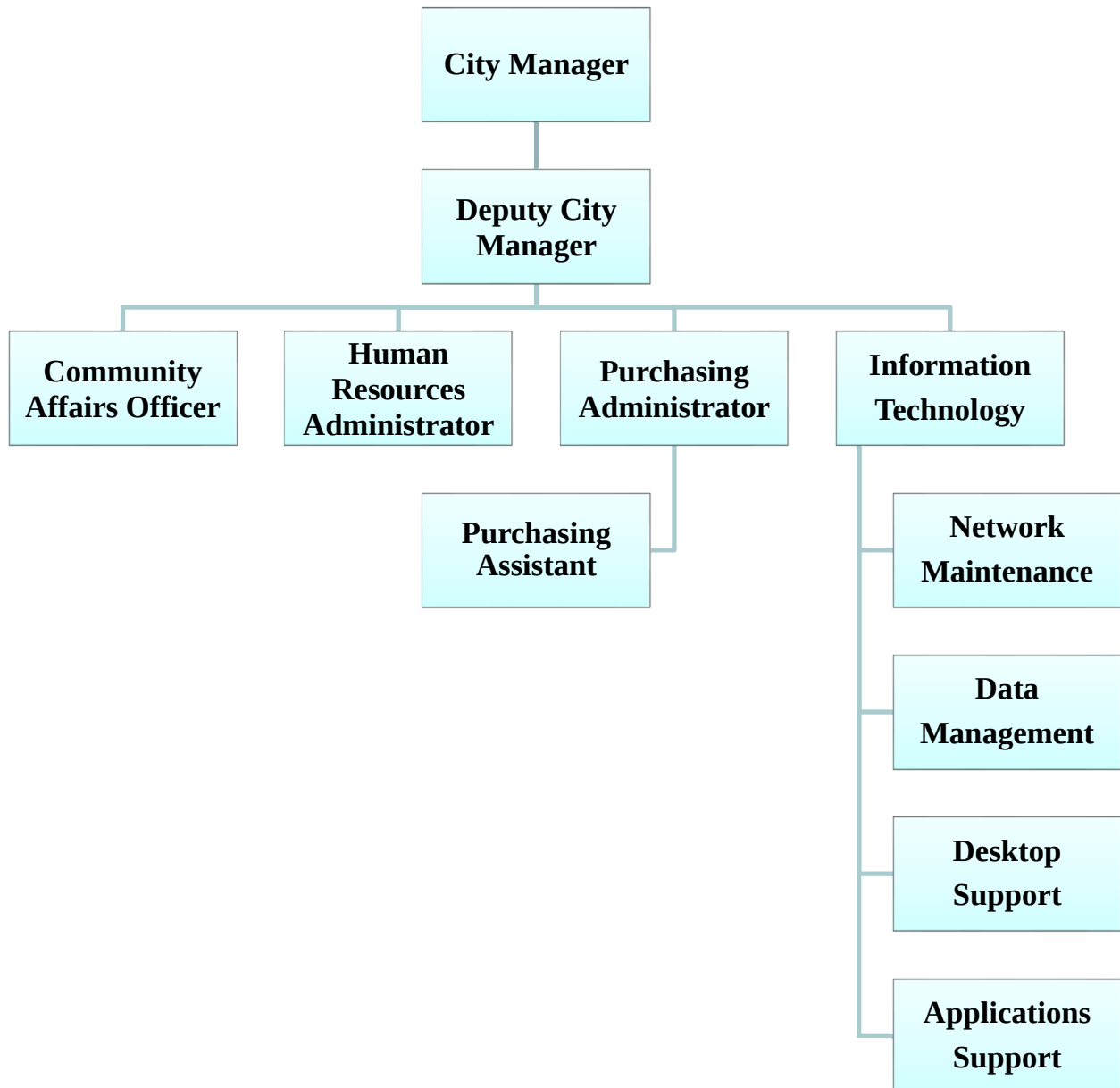
GENERAL FUND

Administrative Department-Management Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$735,327	\$765,097	\$712,175	\$779,860	\$1,399,256	\$1,449,546	\$945,182
Materials and Supplies	2,407	2,363	3,103	4,094	29,867	99,150	10,110
Contractual Services	53,381	85,977	76,031	64,783	337,654	402,576	93,121
Other Charges	<u>33,323</u>	<u>40,720</u>	<u>68,054</u>	<u>36,302</u>	<u>125,585</u>	<u>61,842</u>	<u>69,826</u>
Subtotal	\$824,438	\$894,157	\$859,363	\$885,039	\$1,892,362	\$2,013,114	\$1,118,239
Inter-Dept. Charges	<u>(195,181)</u>	<u>(173,263)</u>	<u>(163,322)</u>	<u>(166,833)</u>	<u>(659,930)</u>	<u>(1,178,897)</u>	<u>(209,782)</u>
Total Operating Expenses	<u><u>\$629,257</u></u>	<u><u>\$720,894</u></u>	<u><u>\$696,041</u></u>	<u><u>\$718,206</u></u>	<u><u>\$1,232,432</u></u>	<u><u>\$834,217</u></u>	<u><u>\$908,457</u></u>

CITY OF NEWARK, DELAWARE

ADMINISTRATIVE DEPARTMENT



**ADMINISTRATION DEPARTMENT
2015 WAGE AND SALARY BUDGET
MANAGEMENT DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
CITY MANAGER	6020		141,000	5,400	146,400	1.0	140,050		144,222	5,968	150,190	1.0
DEPUTY CITY MANAGER	6020	31- D	112,200	0	112,200	1.0	112,200	31- D	115,566	0	115,566	1.0
IT MANAGER	6050	I	94,239	0	94,239	1.0						
IT SYS/APP SUPPORT II	6050	19- G	67,870	1,526	69,396	1.0						
IT SYS/APP SUPPORT I	6050	18- G	65,567	1,540	67,107	1.0						
APPL SUPPORT ANALYST	6050											
SYSTEMS ADMIN I	6050		69,075	0	69,075	1.0						
DESKTOP SUPPORT LEAD	6050		45,000	0	45,000	1.0						
RESEARCH AIDE **	6030	9- A	18,434	0	18,434	0.5	38,910	9- C	40,604	0	40,604	1.0
COMMUNITY AFFAIRS OFC	6020							17- I	70,558	0	70,558	1.0
COMMUNITY AFFAIRS OFC	6020	17- I	64,793	0	64,793	1.0	55,385	17- I	70,558	0	70,558	1.0
HR ADMINISTRATOR	6080	15- I	60,904	2,811	63,715	1.0	60,904	15- I	62,701	3,085	65,786	1.0
PURCHASING ADMIN	6030	15- D	60,383	2,287	62,670	1.0	61,776	15- D	64,022	2,626	66,648	1.0
PURCHASING ASSISTANT	6080	13- G	54,924	1,455	56,379	1.0	55,731	13- G	57,741	1,616	59,357	1.0
FULL TIME SUBTOTALS			854,389	15,019	869,408	11.5	524,956		625,972	13,295	639,267	8.0
IT DESKTOP SUPPORT	6050		8,160	0	8,160	0.5						
IT DESKTOP SUPPORT	6050		8,160	0	8,160	0.5						
TRANSITIONAL WAGES	6050		3,198		3,198							
OVERTIME	6620		1,500	0	1,500				1,500		1,500	
VEHICLE ALLOWANCE	6875		6,000		6,000				6,000		6,000	
OTHER SUBTOTALS			27,018	0	27,018	1.0	0		7,500	0	7,500	0.0
ADMINISTRATION DEPARTMENT TOTALS			881,407	15,019	896,426	12.5	524,956 *		633,472	13,295	646,767	8.0

** FUNDED BY AND SHARED WITH THE PLANNING AND DEVELOPMENT DEPARTMENT IN 2014.

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Management Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$371,724	\$374,018	\$300,113	\$329,427	\$317,993	\$319,450	\$400,904
6030 Engineering/Technical	52,076	52,076	56,476	55,203	78,817	72,490	104,626
6050 Information Technology	0	0	0	0	361,269	407,640	0
6080 Clerical	58,019	58,019	66,663	109,220	115,828	115,120	120,442
6580 Service Award	10,674	11,147	14,608	11,895	15,019	15,019	13,295
6590 Sick Pay	5,488	5,957	5,723	8,171	8,079	6,399	7,301
6600 Part-Time	0	0	6,939	0	0	0	0
6620 Overtime	0	0	0	1,198	1,500	16,850	1,500
6875 Vehicle Allowance	6,000	6,000	1,000	0	6,000	0	6,000
6920 Unemployment Comp. Ins.	1,773	2,088	2,274	2,489	7,961	6,948	3,990
6930 Social Security Taxes	34,816	35,543	33,496	35,803	67,279	69,330	48,074
6940 City Pension Plan	79,414	120,646	117,700	95,317	172,642	172,390	89,724
6941 Defined Contribution 401(a) Plan	0	0	0	6,646	14,642	15,370	19,603
6950 Term Life Insurance	2,051	2,060	1,827	2,007	3,865	3,810	2,726
6960 Group Hospitalization Ins.	42,932	40,488	52,533	69,044	168,490	168,750	109,135
6961 Long-Term Disability Ins.	576	576	658	846	1,587	1,610	1,115
6962 Dental Insurance	3,665	3,397	3,537	4,786	10,844	11,240	7,897
6963 Flexible Spending Account	195	390	306	78	546	0	234
6964 Health Savings Account	0	0	0	5,500	1,500	750	2,250
6965 Post-Employment Benefits	65,924	52,692	48,322	41,378	43,519	43,520	0
6966 Retirement Health Savings Account	0	0	0	852	1,876	2,860	5,278
6967 Emergency Room Reimbursements	0	0	0	0	0	0	1,088
TOTAL PERSONNEL SERVICES	\$735,327	\$765,097	\$712,175	\$779,860	\$1,399,256	\$1,449,546	\$945,182

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Management Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7130 Tools,Field Sup.,Small Equip.	\$424	\$0	\$0	\$140	\$0	\$5,500	\$0
7131 Information Technology Supplies	0	0	0	0	26,367	90,000	6,610
7150 Office Supplies	1,547	1,888	2,362	3,522	2,750	3,000	2,750
7160 Books, Periodicals, Etc.	269	427	474	458	650	650	650
7170 Postage	35	0	59	9	100	0	100
7550 Miscellaneous Supplies	132	48	208	(35)	0	0	0
TOTAL MATERIALS & SUPPLIES	\$2,407	\$2,363	\$3,103	\$4,094	\$29,867	\$99,150	\$10,110

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8020 Advertising	\$398	\$0	\$0	\$286	\$0	\$0	\$0
8030 Casualty Insurance	35,979	32,881	29,365	28,699	41,076	41,076	38,028
8050 Phone/Communications	2,753	3,074	2,131	2,108	2,000	8,000	7,140
8131 Information Technology Cont'l	0	0	0	30	265,678	300,000	19,053
8162 Legal/Consulting Services	10,234	47,455	30,358	31,004	25,000	50,000	25,000
8300 Mach. & Equip. Maintenance	0	0	125	0	0	0	0
8550 Misc. Contracted Svc.	155	0	9,954	258	1,400	1,000	1,400
8560 Employee Testing Svc.	2,740	2,006	3,136	2,398	2,500	2,500	2,500
8570 Annual Reports & Pub. Rel.	1,122	561	962	0	0	0	0
TOTAL CONTRACTUAL SERVICES	\$53,381	\$85,977	\$76,031	\$64,783	\$337,654	\$402,576	\$93,121

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Management Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OTHER CHARGES							
9020 Mileage & Small Bus. Exp.	\$522	\$4	\$1,515	\$2,380	\$2,250	\$2,500	\$2,250
9030 Recruitment & Retention Expenses	11,058	11,303	38,857	18,959	20,000	20,000	20,000
9031 Information Technology Training	0	0	0	0	8,000	10,000	0
9040 Dues/Conference Expenses	6,146	7,557	796	4,551	10,000	10,000	10,000
9060 Depreciation Expense	8,979	4,958	98	3,805	64,335	6,886	16,576
9070 Training	0	332	125	588	1,500	1,688	1,500
9090 Other Special Programs	6,618	16,566	26,663	6,019	9,500	9,500	9,500
9099 Contingencies	0	0	0	0	10,000	1,268	10,000
TOTAL OTHER CHARGES	\$33,323	\$40,720	\$68,054	\$36,302	\$125,585	\$61,842	\$69,826

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
INTER-DEPT. CHARGES							
Vehicles and Equipment	\$0	\$0	\$0	\$0	\$10,160	\$9,164	\$9,717
Buildings and Grounds	5,372	8,473	9,867	11,914	10,895	9,993	11,061
Billings & Accounting	0	21,307	22,744	29,015	(422,278)	33,255	18,258
Information Technology	0	0	0	0	0	(966,007)	18,126
Printing and Reproduction	4,931	5,371	5,953	5,855	(33,276)	(38,684)	4,821
Electricity Used	10,296	10,181	8,008	7,916	7,539	8,263	7,985
Services to Utility Funds	(215,780)	(218,595)	(209,894)	(221,533)	(232,970)	(234,881)	(279,750)
Other Indirect Charges	0	0	0	0	0	0	0
TOTAL INTER-DEPT. CHARGES	(\$195,181)	(\$173,263)	(\$163,322)	(\$166,833)	(\$659,930)	(\$1,178,897)	(\$209,782)

ADMINISTRATION DEPARTMENT PROFILE

General Administration

Under the direction of the City Manager and Deputy City Manager, the Administration Department closely oversees all operating departments and employees of the City. Many interdepartmental activities are coordinated by employees of the Administration Department who work with Department Directors and other City employees to resolve problems or provide project assistance. This Department continually evaluates departmental staffing and services in an effort to ensure the optimal use of resources and appropriate levels of staff deployment. This Department assists in the formulation of City policies and is responsible for the execution of ordinances, charter provisions and City Council actions. Additional time is spent resolving problems and concerns received from the public and providing research assistance to all areas of the organization and Newark's Mayor and Council.

The Administration Department works closely with all City departments to coordinate a positive relationship with our community, including the state, University of Delaware, local businesses, community groups, and neighborhood organizations. Of special note is our "UDon't Need It?" program partnership which has successfully addressed persistent concerns about student move out each spring by creating opportunities for diversion and reuse of household goods.

Personnel Administration

This division of the City Manager's Office, led by the Deputy City Manager, is responsible for the personnel and human resource functions, including policy formulation, recruitment, selection, promotion, training, discipline, performance evaluation, and fringe benefit administration.

In the area of recruitment and selection, the Administration Department handles the hiring of new employees as well as in-house promotions and transfers. During 2013, the Department was involved in the hiring of seven (7) full-time employees, the promotion, upgrade and reclassification of thirteen (13) city employees, and the hiring of seventeen (17) part-time or temporary employees. Additionally, the division coordinated with the Police Department Administration to complete a new recruitment for police officer and create a new employment list. Two (2) candidates were targeted from this list to enroll in the spring 2014 State Academy.

Labor Relations

This division of personnel is responsible for the administration of labor relations involving three (3) collective bargaining groups covering approximately 229 employees. This includes contract negotiations, the administration collective bargaining agreements and the resolution of grievances and disputes submitted by employees. The

division is responsible to provide management employees with assistance and advice in the interpretation of contract provisions and grievance administration. In 2013, additional emphasis was added to the consistency and detail applied to labor matters to provide continuity across all employee sectors. All three (3) unions and management employees were provided a re-education on statutory benefits, such as the Family Medical Leave Act (FMLA) and how it shall be applied consistently and fairly to all divisions and genders.

The cumbersome task of contract negotiations occurred in 2013 for all three (3) union groups. Each membership agreed and accepted the City Manager's Office invitation to initiate negotiations in August 2013, with an attempt to try to achieve a successor agreement by year's end. The CWA union had an agreement in principle completed by December. [Note: this was ratified in January 2014; additionally, FOP and AFSCME contracts were ratified in March 2014]. The financial importance of these agreements will be realized in the coming years for City operations, as major pension reform was agreed upon. Specifically with CWA and AFSCME, defined contribution pension plans were enacted for future hires.

Information Technology Department

The Information Technology (IT) Division is responsible for providing the technology infrastructure, line-of-business application management and daily support services for all City of Newark buildings, departments and users. IT is also responsible for:

- General Workstation and End-User Support
- Servers and Group Services
- Web Applications
- Researching New and Innovative Technologies
- Networking and Communications Support
- Security
- Computer Operations and Facilities
- Training and Education
- Management and Oversight

The Team is comprised of 6 staff (including IT Manager) and in 2014, accomplished many projects to improve City IT resources. These projects included the implementation of a new server virtualization environment called Microsoft Hyper-V, deployment of 220 computer workstations, and a new Wide Area Network (WAN) linking all City offices together. A new Voice Over IP (VOIP) phone system was installed along with multiple new line-of-business applications for the City's Smart Meter project.

IT's primary role is to ensure that all City Staff are able to work quickly and efficiently and the IT Department did so by addressing over 1,800 IT related helpdesk tickets and by building a new IT Training Facility in the Municipal Center.

Purchasing

The Administration Department handles the purchasing, contracting and negotiating for the acquisition of materials, supplies, equipment and services used by all City departments. This includes the development and/or review of contract and request for proposal documents and the resulting evaluation of bids and proposals. The Administration Department makes recommendations to Mayor and Council regarding the award of all bids and proposals. The Department also provides oversight and support for all large scale projects and programs. In 2013, 1,142 purchase orders were issued by the Department. For purchases exceeding \$25,000, there were 20 contracts totaling \$4,308,971.

Public Relations

The Administration Department handles the majority of the communication with the public as it pertains to the City of Newark through traditional means of information dispersal, electronic dissemination and social media. We are the primary contact for media and maintain relations with the media.

The Administration Department unveiled a brand new website design at the end of 2012 and in 2013 have been enjoying the benefits of one of the features that allows residents to submit concerns or issues they may have to the City. With Report a Concern, a resident registers for an account and then may submit an issue/concern through the website. It is routed to the appropriate department for action. The department may update the status of the concern and communicate directly with the resident through Report a Concern. Residents can log in at any time to view the status and any action that has been taken on their reported issue. Public Works & Water Resources and Code Enforcement issues/concerns receive the most attention. In 2013, we had 235 issues/concerns reported through Report a Concern.

The website is constantly being updated and expanded to provide citizens with current and accurate information about the City's operations.

The Administration Department distributes the electronic Municipal Newsletter tri-annually to residents to communicate with them about City services, activities, and programs. The Department is responsible for the format, content, and photography of the City government information section. In 2013, we introduced monthly City E-news messages to supplement the tri-annual newsletter. With the monthly City E-news, we are able to provide residents with more timely and relevant information regarding important meetings, service reminders, awards/accolades received by the City, and much more. It has been well-received by the community.

The Department manages the InformMe Notification System that remains a proactive means of communicating with our residents, and which has undergone a 2014 upgrade to provide enhances. This system allows for residents to be notified of emergency or important service related messages via phone, text, or e-mail.

The City continues to participate in social media. In 2013, we spent some time developing our Facebook following and are currently enjoying over 900 followers. We continue to build our Twitter following with 4,633 followers. These on-line mechanisms provide a means of informing residents of City information, events and service reminders that may affect them. Additionally, the City is capable of receiving immediate feedback to posted information as well as addressing any comments posted by followers.

Newark's government access channel, Newark TV 22, is available on both Comcast and Verizon networks. The channel provides municipal news and information, parks and recreation highlights, service reminders, City employment opportunities, local weather, traffic and emergency messages, and public service announcements.

In 2013, the Department continued to lead the organizing of events and marketing for three of the major downtown Newark events – Restaurant Week, Wine and Dine, and Food and Brew Festival. Additionally, we continue to work with the DNP Administrator to develop and enhance their social media communication strategy with the DNP Twitter and Facebook pages.

We continue to have a successful partnership with the Newark Free Library in distributing City-related information at that site to make it more accessible to residents.

OTHER ACTIVITIES

In addition to the day-to-day administration of City operations and handling of personnel, labor relations, purchasing and public relations, the Administration Department is also involved in the following activities:

Committee Liaison

The Administration Department continues to provide staff support to the Downtown Newark Partnership Board, the Traffic Committee, and the Newark Area Welfare Committee. Staff members serve in a liaison capacity to maximize the effectiveness of various citizen boards, commissions, and authorities.

Inter-Departmental Relations

Bi-weekly staff meetings are held with the administration staff and Department Directors to facilitate communication on important issues and policies that may affect the City. Tentative City Council meeting agendas are reviewed and discussed at the staff meetings. Members of the staff also attend City Council meetings as necessary to address Council on projects or services they are responsible for.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

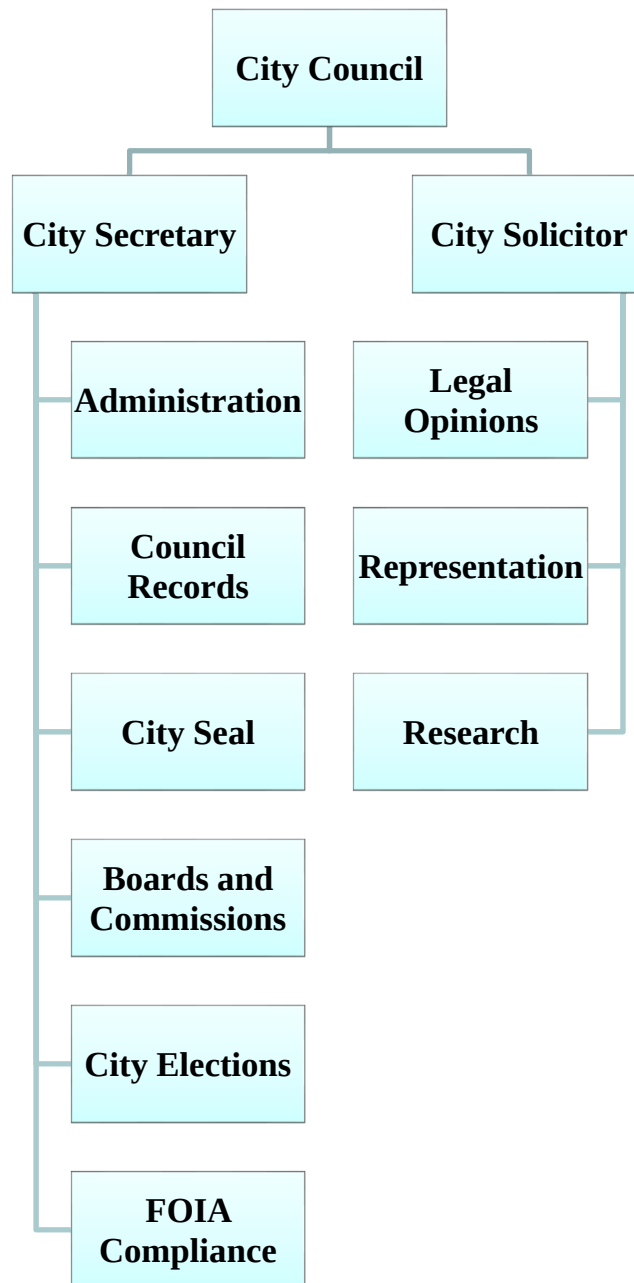
GENERAL FUND

Legislative Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$326,368	\$338,043	\$345,817	\$363,895	\$365,686	\$382,419	\$399,952
Materials and Supplies	5,380	6,144	5,460	6,923	7,168	7,388	7,168
Contractual Services	569,055	795,421	1,131,120	742,575	1,008,256	1,069,697	924,457
Other Charges	<u>47,049</u>	<u>48,703</u>	<u>64,560</u>	<u>12,872</u>	<u>71,092</u>	<u>25,329</u>	<u>28,716</u>
Subtotal	\$947,852	\$1,188,311	\$1,546,957	\$1,126,265	\$1,452,202	\$1,484,833	\$1,360,293
Inter-Dept. Charges	<u>(46,559)</u>	<u>(8,312)</u>	<u>(18,796)</u>	<u>(29,826)</u>	<u>(46,411)</u>	<u>(43,493)</u>	<u>(44,234)</u>
Total Operating Expenses	<u><u>\$901,293</u></u>	<u><u>\$1,179,999</u></u>	<u><u>\$1,528,161</u></u>	<u><u>\$1,096,439</u></u>	<u><u>\$1,405,791</u></u>	<u><u>\$1,441,340</u></u>	<u><u>\$1,316,059</u></u>

CITY OF NEWARK, DELAWARE

LEGISLATIVE DEPARTMENT



**LEGISLATIVE DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
DIRECTOR LEGISLATIVE SERV	6020		65,920	0	65,920	1.0	85,000		87,550	0	87,550	1.0
SECRETARY II	6080	13- G	54,230	0	54,230	1.0	55,380	13- G	57,391	951	58,342	1.0
SECRETARY I	6080	10- G	46,650	0	46,650	1.0	49,233	10- G	50,715	0	50,715	1.0
FULL TIME SUBTOTALS			166,800	0	166,800	3.0	189,613		195,656	951	196,607	3.0
MAYOR AND COUNCIL	6400		55,950		55,950		50,400		50,400		50,400	
CLERK TYPIST	6080	G	22,136	333	22,469	0.5	25,203	G	23,119	501	23,620	0.5
CLERK TYPIST (2014-2015)	6080	A	15,548		15,548	0.5	17,737	A	16,234		16,234	0.5
TRANSITIONAL WAGES	6080		1,009		1,009							
OVERTIME	6620		5,000		5,000				6,000		6,000	
OTHER SUBTOTALS			99,643	333	99,976	1.0	93,340		95,753	501	96,254	1.0
LEGISLATIVE DEPARTMENT TOTALS			266,443	333	266,776	4.0	282,953 *		291,409	1,452	292,861	4.0

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Legislative Department

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$68,600	\$68,600	\$70,118	\$79,923	\$65,920	\$80,962	\$87,550
6080 Clerical	106,522	109,700	115,351	120,598	139,573	137,271	147,459
6400 Mayor & Council	50,400	50,400	50,400	48,914	55,950	49,323	50,400
6580 Service Award	3,493	3,605	3,792	1,601	333	333	1,452
6590 Sick Pay	1,583	176	1,407	1,624	1,140	2,212	1,305
6615 Interns	0	0	0	0	0	1,084	0
6620 Overtime	1,958	1,539	1,996	4,732	5,000	6,512	6,000
6920 Unemployment Comp. Ins.	2,531	2,956	2,957	2,935	4,931	2,905	4,045
6930 Social Security Taxes	17,673	17,642	18,449	19,094	20,496	20,741	22,505
6940 City Pension Plan	29,370	35,006	36,741	34,322	26,879	26,688	24,295
6941 Defined Contribution 401(a) Plan	0	0	0	3,692	4,944	5,827	6,566
6950 Term Life Insurance	781	801	818	860	880	821	571
6960 Group Hospitalization Ins.	23,530	26,097	26,033	27,810	29,584	37,353	42,870
6961 Long-Term Disability Ins.	256	262	297	326	333	364	216
6962 Dental Insurance	1,658	1,718	1,718	1,829	1,854	1,681	2,807
6963 Flexible Spending Account	0	156	78	26	156	0	156
6965 Post-Employment Benefits	18,013	19,385	15,662	14,898	6,775	6,743	0
6966 Retirement Health Savings Account	0	0	0	711	938	1,199	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	400	435
TOTAL PERSONNEL SERVICES	\$326,368	\$338,043	\$345,817	\$363,895	\$365,686	\$382,419	\$399,952

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Legislative Department

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7150 Office Supplies	\$649	\$1,349	\$1,198	\$1,776	\$2,000	\$2,000	\$2,000
7160 Books, Periodicals, Etc.	3,843	3,891	3,287	4,083	3,818	3,818	3,818
7210 Election Expenses	0	60	42	193	200	420	200
7220 Civic and Charity	211	0	0	0	0	0	0
7550 Miscellaneous Supplies	427	0	111	101	400	400	400
7570 Merchandise For Resale	0	594	822	770	750	750	750
7770 Town & Gown Committee Supplies	250	250	0	0	0	0	0
TOTAL MATERIALS & SUPPLIES	\$5,380	\$6,144	\$5,460	\$6,923	\$7,168	\$7,388	\$7,168

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8020 Advertising	\$7,040	\$7,303	\$9,999	\$12,256	\$12,500	\$11,500	\$12,500
8030 Casualty Insurance	16,857	16,656	11,413	9,174	12,425	12,145	12,480
8050 Phone/Communications	633	630	339	324	400	400	360
8060 DE League of Local Govt.	0	6,000	6,000	6,000	6,000	6,000	6,000
8070 Aetna Hose, Hook & Ladder	50,000	50,000	53,000	53,000	62,000	62,000	62,000
8071 Newark Ambulance	3,000	3,000	3,000	3,000	3,000	3,000	3,000
8072 Memorial Day Parade	10,033	0	0	0	0	0	0
8073 Newark Senior Center	50,860	50,860	50,860	50,860	50,000	50,000	0
8131 Information Technology Cont'l	0	0	0	0	5,431	4,617	4,617
8160 City Solicitor & Deputy	207,688	186,188	240,786	269,051	300,000	286,605	290,000
8161 Lobbyist	12,000	12,000	12,000	12,000	12,000	5,500	30,000
8162 Legal/Consulting Services	157,194	392,127	687,410	250,002	450,000	480,000	415,000
8163 Codification of Ordinance	2,924	5,245	5,662	4,302	20,000	17,700	16,000
8210 Election Expenses	162	2,154	2,724	10,680	8,000	3,230	6,000
8220 Community Groups	44,871	59,502	43,965	55,013	60,000	60,000	60,000
8221 Transportation Subsidy	(2,509)	0	0	0	0	0	0
8550 Misc. Contracted Svc.	13	100	0	0	0	60,000	0
8741 Special Council Events	4,789	3,656	3,962	6,913	6,500	7,000	6,500
8770 Town & Gown Contractual Expenses	3,500	0	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES	\$569,055	\$795,421	\$1,131,120	\$742,575	\$1,008,256	\$1,069,697	\$924,457

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Legislative Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OTHER CHARGES							
9020 Mileage & Small Bus. Exp.	\$4,025	\$973	\$140	\$879	\$750	\$750	\$750
9040 Dues/Conferences Expenses	7,575	3,331	9,696	2,261	14,525	7,000	12,500
9060 Depreciation Expense	34,663	44,166	54,639	8,803	50,817	12,579	10,466
9070 Training	786	233	85	929	1,000	1,000	1,000
9099 Contingencies	0	0	0	0	4,000	4,000	4,000
TOTAL OTHER CHARGES	\$47,049	\$48,703	\$64,560	\$12,872	\$71,092	\$25,329	\$28,716

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
INTER-DEPT. CHARGES							
Building & Grounds	\$10,573	\$16,675	\$19,420	\$23,447	\$21,442	\$19,668	\$21,770
Billings & Accounting	0	29,041	37,412	37,590	53,891	23,828	24,106
Information Technology	0	0	0	0	0	19,743	24,922
Printing and Reproduction	1,120	1,220	1,352	1,330	1,411	1,521	1,439
Electricity Used	48,964	46,414	41,371	37,652	38,758	38,206	38,642
Services to Utility Funds	(107,602)	(101,662)	(119,263)	(129,845)	(161,913)	(146,459)	(155,113)
Other Indirect Expenses	386	0	912	0	0	0	0
TOTAL INTER-DEPT. CHARGES	(\$46,559)	(\$8,312)	(\$18,796)	(\$29,826)	(\$46,411)	(\$43,493)	(\$44,234)

LEGISLATIVE DEPARTMENT PROFILE

Departmental Overview

The Legislative Department provides clerical, administrative, research and staff support to the Newark City Council, its appointed boards, commissions and committees, and both the City Solicitor and Deputy City Solicitor. The office is staffed by the City Secretary, who is appointed by City Council and also serves as the City Treasurer, a Secretary II, Secretary I and part-time clerk-typist.

The department serves as a liaison between citizens and City Council. It oversees agenda preparation for Council meetings, schedules meetings, advertises and provides public notification of hearings, and prepares the minutes of City Council and other committee meetings, including, but not limited to, the Conservation Advisory Commission and the Board of Adjustment. The City Secretary also serves as the FOIA Coordinator for the City of Newark and works with the various departments to fulfill citizen requests in a timely fashion.

This department is the City's record keeper and is leading the effort to digitize the City's numerous paper records to create an electronic archive to better serve the citizens and staff of the City of Newark. Archival records, including the Charter, Code of the City of Newark, contracts, deeds, agreements, ordinances, resolutions, escrows and minutes of City Council and committee meetings, as well as other routine administrative records are managed by this office. This department is also responsible for the official recording of numerous documents with the New Castle County Recorder of Deeds. The City Secretary serves as the complaint officer charged with resolving cable television issues covered by the City's franchise agreements with providers.

This department also serves as the administrative arm of the legal section of the legislative branch of City government. The City Solicitor's Office, consisting of the City Solicitor and Deputy City Solicitor, rely on this office for research, drafting agreements, ordinances, resolutions and full clerical support.

In addition, this department conducts the final review and approval of applications for peddler/vendor licenses, solicitation registrations and lien certificates. Special activities, such as the annual employees' recognition luncheon, are headquartered in this office. Promotional items embossed with the City logo are also displayed and sold in the City Secretary's Office.

Program Goals and Objectives

The primary goals of the Legislative Department are to maintain the records of the City, ensure adherence to all legal requirements including FOIA and open meeting requirements, provide accurate, timely information to the public, meet the needs of the Mayor and Council, be knowledgeable of the City Code, the City Charter and state

statutes affecting municipalities, and provide assistance to the City Solicitor and Deputy City Solicitor with their responsibilities.

Major Accomplishments in 2014

- Continued implementation of an electronic document management and records retention system to streamline the City's archival process and better protect the records of the City. As of October 21, 2014, 11,843 documents containing 62,265 pages have been scanned or imported into the system.
- Began a partnership with the Networks program in the Christina School District to provide opportunities for developmentally disabled students to receive job skills training. Students are assisting with the scanning portion of the electronic document management project, which provides additional help at no cost to the City.
- Began the process of recodification of the Code of the City of Newark, which has not been completed since 1970. This project is scheduled to be completed in 2015.

Objectives for 2015

- Obtain grant funding for a Preservation Needs Assessment to determine a path forward for records storage improvements.
- Continue conversion of City records to electronic documents and coordination of records retention with State of Delaware and City departments.
- Complete the recodification process for City Code.
- Work towards paperless packets and note pads for Mayor and Council.
- Continue educational classes for personnel.
- Continue promoting accessibility and transparency for the citizens of Newark to the records of the City and the legislative process.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

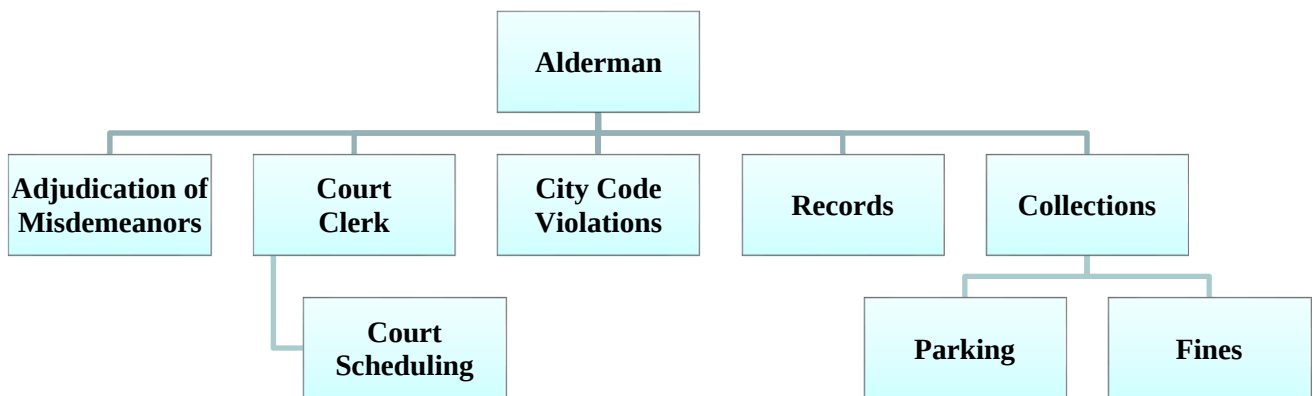
GENERAL FUND

Alderman's Court

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$356,350	\$374,653	\$388,277	\$362,862	\$387,968	\$368,828	\$375,716
Materials and Supplies	2,353	3,344	3,533	4,216	5,350	5,600	5,050
Contractual Services	10,730	9,234	8,950	14,840	41,076	28,079	75,014
Other Charges	<u>2,597</u>	<u>1,261</u>	<u>417</u>	<u>1,896</u>	<u>5,706</u>	<u>1,774</u>	<u>5,846</u>
Subtotal	\$372,030	\$388,492	\$401,177	\$383,814	\$440,100	\$404,281	\$461,626
Inter-Dept. Charges	<u>10,820</u>	<u>28,751</u>	<u>30,230</u>	<u>32,971</u>	<u>33,414</u>	<u>40,013</u>	<u>37,300</u>
Total Operating Expenses	<u><u>\$382,850</u></u>	<u><u>\$417,243</u></u>	<u><u>\$431,407</u></u>	<u><u>\$416,785</u></u>	<u><u>\$473,514</u></u>	<u><u>\$444,294</u></u>	<u><u>\$498,926</u></u>

CITY OF NEWARK, DELAWARE

JUDICIAL DEPARTMENT



**ALDERMANS COURT DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
CLERK OF THE COURT	6020	17- I	65,793	3,460	69,253	1.0	65,793	17- I	67,737	3,671	71,408	1.0
CUSTOMER SERVICE CLERK I	6060	10- G	48,516	808	49,324	1.0	49,589	10- G	51,410	930	52,340	1.0
CUSTOMER SERVICE CLERK I	6060	10- C	40,275	0	40,275	1.0	42,084	10- D	43,777	0	43,777	1.0
FULL TIME SUBTOTALS			154,584	4,268	158,852	3.0	157,466		162,924	4,601	167,525	3.0
ALDERMAN	6410		36,342		36,342		36,342	G	36,342		36,342	
DEPUTY ALDERMAN	6410		20,000		20,000		20,000		20,000			
CLERK TYPIST	6060	G	19,677	515	20,192	0.5	20,000	G	20,550	569	21,119	0.5
CLERK TYPIST	6060	G	19,677		19,677	0.5		G	20,550		20,550	0.5
INTERN	6060		5,200		5,200				3,200		3,200	
TRANSITIONAL WAGES	6060		888		888				2,085		2,085	
TRANSITIONAL WAGES	6060		2,150		2,150							
OVERTIME	6620		1,000		1,000				1,000		1,000	
OTHER SUBTOTALS			104,934	515	105,449	1.0	56,342		103,727	569	104,296	1.0
ALDERMAN'S COURT TOTALS			259,518	4,783	264,301	4.0	213,808	*	266,651	5,170	271,821	4.0

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Alderman's Court

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6020 Supervisory	\$61,791	\$62,378	\$63,934	\$63,906	\$65,793	\$65,790	\$67,737
6060 Customer Service	139,151	141,198	150,531	132,142	136,383	133,490	141,572
6410 Aldermen	53,725	55,576	57,515	53,844	56,342	50,190	56,342
6580 Service Award	3,198	3,327	3,582	3,727	4,783	4,783	5,170
6590 Sick Pay	1,344	1,421	1,446	1,475	1,495	1,518	2,250
6600 Part-Time	0	0	52	0	0	0	0
6620 Overtime	285	696	99	352	1,000	500	1,000
6920 Unemployment Comp. Ins.	2,315	2,705	2,992	2,396	4,682	2,677	3,816
6930 Social Security Taxes	19,537	19,911	20,062	18,666	20,333	19,600	20,968
6940 City Pension Plan	29,062	34,624	36,347	31,007	41,188	41,250	36,615
6950 Term Life Insurance	755	789	788	781	816	780	860
6960 Group Hospitalization Ins.	27,466	30,309	32,782	38,157	41,517	35,020	36,111
6961 Long-Term Disability Ins.	264	272	298	295	310	310	326
6962 Dental Insurance	2,036	2,110	2,210	2,615	2,706	2,060	2,358
6963 Flexible Spending Account	65	156	156	39	156	0	156
6965 Post-Employment Benefits	15,356	19,181	15,483	13,460	10,464	10,460	0
6967 Emergency Room Reimbursements	0	0	0	0	0	400	435
TOTAL PERSONNEL SERVICES	\$356,350	\$374,653	\$388,277	\$362,862	\$387,968	\$368,828	\$375,716

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Alderman's Court

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7130 Tools/Small Equipment	\$28	\$36	\$11	\$20	\$200	\$200	\$200
7150 Office Supplies	2,229	3,059	3,212	3,977	4,750	5,000	4,500
7160 Books, Periodicals, Etc.	82	249	300	219	350	350	300
7550 Miscellaneous Supplies	14	0	10	0	50	50	50
TOTAL MATERIALS & SUPPLIES	\$2,353	\$3,344	\$3,533	\$4,216	\$5,350	\$5,600	\$5,050

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8030 Casualty Insurance	\$2,961	\$2,779	\$2,303	\$1,811	\$2,226	\$2,229	\$2,167
8040 Merchant Fees and Discounts	5,736	4,931	5,136	12,356	12,000	13,000	15,000
8050 Phone/Communications	668	522	485	360	350	350	180
8131 Information Technology Cont'l	0	0	0	0	0	0	41,667
8162 Legal/Consulting Services	673	715	977	253	1,000	500	1,000
8300 Mach. & Equip. Maintenance	593	239	0	0	500	0	0
8550 Misc. Contracted Svc.	99	48	49	60	25,000	12,000	15,000
TOTAL CONTRACTUAL SERVICES	\$10,730	\$9,234	\$8,950	\$14,840	\$41,076	\$28,079	\$75,014

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Alderman's Court

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9060 Depreciation Expense	\$2,597	\$1,161	\$299	\$1,862	\$1,656	\$1,656	\$1,646
9070 Training	0	100	118	34	50	118	200
9099 Contingencies	0	0	0	0	4,000	0	4,000
TOTAL OTHER CHARGES	\$2,597	\$1,261	\$417	\$1,896	\$5,706	\$1,774	\$5,846

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Building & Grounds	\$3,449	\$5,439	\$6,334	\$7,648	\$6,994	\$6,415	\$7,101
Billings & Accounting	0	15,946	17,835	19,336	20,621	11,902	10,498
Information Technology	0	0	0	0	0	15,355	13,596
Printing and Reproduction	762	830	920	905	960	1,036	979
Electricity Used	6,609	6,536	5,141	5,082	4,839	5,305	5,126
Other Indirect Expenses	0	0	0	0	0	0	0
TOTAL INTER-DEPT. CHARGES	\$10,820	\$28,751	\$30,230	\$32,971	\$33,414	\$40,013	\$37,300

ALDERMAN'S COURT PROFILE

The Alderman's Court is designated as Court No. 40 and falls under the jurisdiction of the State of Delaware Chief Justice. All traffic and criminal misdemeanors in and for the City of Newark are handled in the Alderman's Court. The Alderman (judge) is required to be an attorney barred and licensed in the State of Delaware, recommended by City Council, appointed by the Governor and confirmed by the Senate. The Alderman serves in the capacity of the Chief Alderman in the State of Delaware, as Newark's is the largest Alderman's Court in the State. A Deputy Alderman is also appointed to serve on the bench in the absence of the Alderman.

The Alderman's Court has jurisdiction over all traffic, criminal misdemeanors and parking violations in Newark's city limits. This also includes building and animal code violations. The Court is in session three to four times a week, typically on Monday, Wednesday, Thursday and/or Friday mornings.

This office is staffed by the Clerk of the Court, who is responsible for the daily operation of the Court and reports to the Alderman on judicial matters and to the City Manager on administrative practices. It is also staffed by two full-time customer service clerks and three part-time clerks. This office is responsible for maintenance of court proceedings, scheduling of arraignments and trials, parking tickets, code violations, collection and disbursement of fines and other funds within the city and the State of Delaware. In 2013, a total of 12,164 cases were filed in the City of Newark Alderman's Court and \$1,248,525 was collected in court fines. Parking ticket collections totaled \$612,708, while \$7,450 was collected as a result of Civil Citations. Total Court operations resulted in total collections of \$1,868,683 in 2013.

Goals and Accomplishments

The goals of the Alderman's Court are to provide professionalism in support toward defendants, the Alderman and the City; and to provide administrative and financial reports to the City Council and State of Delaware.

In 2010, the Alderman's Court worked with the State of Delaware and the City of Newark IT division to provide on-line payments for all traffic and criminal fines imposed. We have added a State of Delaware Criminal Justice computer for the presiding judge's use in reviewing records. The Court is promoting a program of for Probation before Judgment by mail. The Alderman's Court has worked with the City Secretary's Office and Delaware Public Archives to coordinate records retention and destruction of unnecessary records. The Court has coordinated a system with the Newark Police Department for parking protests at specific court sessions. We have completed the installation of on-line payments for parking tickets.

In 2014, we implemented the installation of video connections in the court room to provide the ability to view videos of incidents on film. We have upgraded our security to

include bullet-resistant glass and doors. We have added a Bailiff to the staff for checking in all visitors and creating a more orderly, secure environment.

In 2015, we are going to be working with Public Archives to transfer some of our older case files for permanent storage and preservation.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

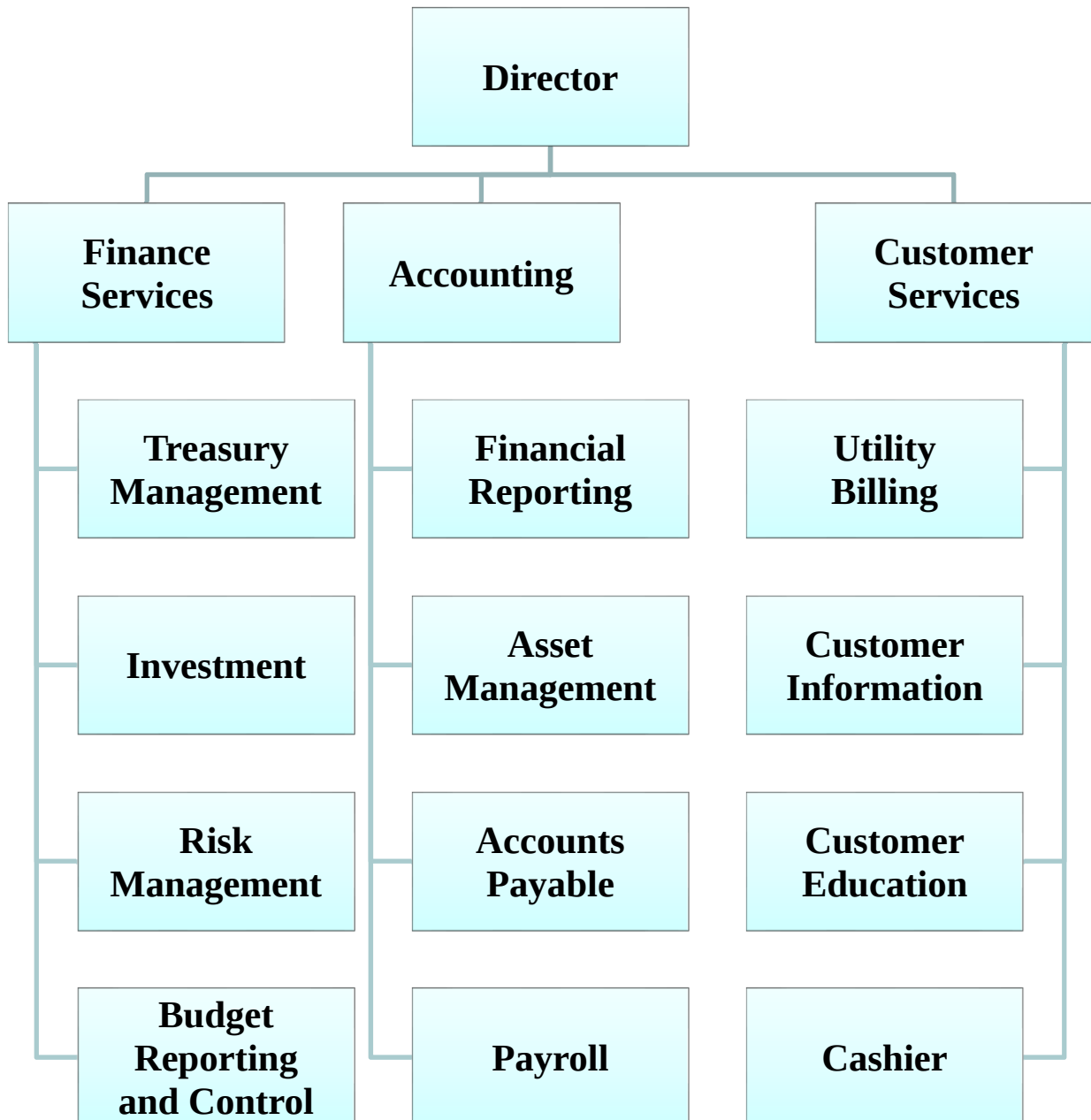
GENERAL FUND

Finance Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$1,677,904	\$1,729,587	\$1,774,458	\$1,779,312	\$1,245,476	\$1,179,064	\$1,196,363
Materials and Supplies	188,701	175,899	163,671	225,960	133,750	132,676	167,935
Contractual Services	268,653	320,702	348,201	566,078	276,740	226,810	257,962
Other Charges	<u>124,353</u>	<u>106,889</u>	<u>112,130</u>	<u>106,057</u>	<u>92,274</u>	<u>101,461</u>	<u>112,369</u>
Subtotal	\$2,259,611	\$2,333,077	\$2,398,460	\$2,677,407	\$1,748,240	\$1,640,011	\$1,734,629
Inter-Dept. Charges	<u>(1,348,121)</u>	<u>(2,026,993)</u>	<u>(2,123,203)</u>	<u>(2,246,931)</u>	<u>(1,545,173)</u>	<u>(1,405,347)</u>	<u>(1,533,271)</u>
Total Operating Expenses	<u><u>\$911,490</u></u>	<u><u>\$306,084</u></u>	<u><u>\$275,257</u></u>	<u><u>\$430,476</u></u>	<u><u>\$203,067</u></u>	<u><u>\$234,664</u></u>	<u><u>\$201,358</u></u>

CITY OF NEWARK, DELAWARE

FINANCE DEPARTMENT



**FINANCE DEPARTMENT
2015 WAGE AND SALARY BUDGET**

POSITION		BUDGET ACCT	2014				TOTAL SALARY RATE AT 12/31/2014	2015					
			GRADE STEP	ANNUAL				GRADE STEP	ANNUAL				
				REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT			FT POS	REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
FINANCE DIRECTOR	6020	31- I	108,150	0	108,150	1.0	112,200	31- I	115,566	0	115,566	1.0	
ASST. FINANCE DIR.	6020	23- I	81,982	0	81,982	1.0	81,982	26 I	84,791	1,407	86,198	1.0	
CUSTOMER SERV. SUPVR	6060	19- D	67,600	0	67,600	1.0	70,309	19- D	72,889	0	72,889	1.0	
ACCOUNTANT	6040	18- G	67,397	2,435	69,832	1.0	68,379	18- G	71,400	2,660	74,060	1.0	
ACCOUNTANT	6040	13- G	54,581	0	54,581	1.0	57,596	18- D	61,697	0	61,697	1.0	
FINANCE ASSISTANT	6040	13- G	54,924	1,273	56,197	1.0	55,730	13- G	57,941	1,426	59,367	1.0	
FINANCE ASSISTANT	6040	13- G	54,581	0	54,581	1.0							
UTILITY BILLING TECHNICIAN	6060	13- G	54,574	1,364	55,938	1.0	55,380	13- G	57,041	1,521	58,562	1.0	
CUSTOMER SERVICE CLERK II	6060	11- G	50,466	0	50,466	1.0	51,202	11- G	53,146	879	54,025	1.0	
CUSTOMER SERVICE CLERK I	6060	10- G	48,516	0	48,516	1.0	49,233	10- G	50,710	0	50,710	1.0	
CUSTOMER SERVICE CLERK I	6060	10- G	43,136	0	43,136	1.0	43,768	10- E	46,133	0	46,133	1.0	
FULL TIME SUBTOTALS			685,907	5,072	690,979	11.0	645,779		671,314	7,893	679,207	10.0	
TRANSITIONAL WAGES	6040												
TRANSITIONAL WAGES	6060												
CUSTOMER SERVICE ASST	6060	B	4,366		4,366	0.5		A	23,741		23,741	0.5	
CUSTOMER SERVICE ASST	6060		4,268		4,268			A	19,173		19,173	0.5	
SECRETARY I PART TIME	6040		25,875		25,875			C	29,058		29,058	0.5	
EQUIP TECH/MAILROOM AIDE	6600		15,539		15,539			C	22,945		22,945	0.5	
OVERTIME	6610	6,000		6,000		10,000		10,000					
OTHER SUBTOTALS			56,048	0	56,048	0.5	0		104,917	0	104,917	2.0	
FINANCE DEPARTMENT TOTALS			741,955	5,072	747,027	11.5	645,779 *		776,231	7,893	784,124	12.0	

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Finance Department

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$186,946	\$184,830	\$196,140	\$160,382	\$190,132	\$192,310	\$203,824
6040 Accounting	235,304	217,077	222,917	229,140	235,849	181,590	219,196
6050 Information Technology	195,194	197,598	213,049	251,229	0	0	0
6060 Customer Service	255,664	251,414	245,376	275,488	294,435	306,230	321,033
6270 Meter Readers	166,763	170,958	178,243	201,984	0	12,310	0
6580 Service Award	12,977	11,674	12,000	8,546	5,072	5,072	7,893
6590 Sick Pay	6,975	5,038	5,050	7,639	5,431	5,279	6,108
6600 Part-Time	0	0	0	0	15,539	24,060	22,178
6620 Overtime	2,900	2,969	6,483	9,320	6,000	20,000	10,000
6880 Uniform Allowance	0	0	0	218	0	0	180
6920 Unemployment Comp. Ins.	6,396	6,885	7,187	7,655	8,256	6,643	7,442
6930 Social Security Taxes	78,002	76,450	80,764	83,925	57,561	57,130	60,434
6940 City Pension Plan	190,828	227,384	238,675	189,382	155,102	155,780	124,895
6941 Defined Contribution 401(a) Plan	0	0	0	8,282	8,111	8,260	8,927
6950 Term Life Insurance	4,912	4,764	4,875	4,590	3,432	3,240	3,280
6960 Group Hospitalization Ins.	211,164	227,547	240,748	236,338	203,545	147,400	182,369
6961 Long-Term Disability Ins.	1,620	1,521	1,957	1,855	1,356	1,130	1,303
6962 Dental Insurance	16,616	16,852	17,237	16,525	13,418	10,380	12,407
6963 Flexible Spending Account	293	658	546	149	702	0	624
6964 Health Savings Account	0	0	1,500	3,437	1,500	750	1,500
6965 Post-Employment Benefits	105,350	125,968	101,711	82,198	39,097	39,100	0
6966 Retirement Health Savings Account	0	0	0	1,030	938	1,200	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	1,200	1,450
TOTAL PERSONNEL SERVICES	\$1,677,904	\$1,729,587	\$1,774,458	\$1,779,312	\$1,245,476	\$1,179,064	\$1,196,363

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Finance Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7110 Safety Shoes & Supplies	\$379	\$190	\$295	\$100	\$0	\$90	\$100
7130 Tools,Field Sup.,Small Equip.	777	1,969	336	811	850	1,146	780
7131 Information Technology Supplies	27,569	53,409	39,198	81,760	0	0	2,305
7140 Uniforms	1,032	108	12	18	0	0	0
7150 Office Supplies	7,412	6,226	8,872	7,122	7,500	7,500	7,500
7160 Books, Periodicals, Etc.	560	147	167	0	500	100	500
7170 Postage	123,674	85,228	87,547	110,079	95,000	95,000	123,450
7180 Billing & Collec. Supplies	17,599	20,425	16,882	18,034	20,000	20,000	21,800
7200 Copying Supplies	8,837	6,568	9,391	7,434	9,500	8,000	11,000
7330 Meter Testing & Repairs	282	0	318	367	0	0	0
7550 Miscellaneous Supplies	580	1,629	653	235	400	840	500
TOTAL MATERIALS & SUPPLIES	\$188,701	\$175,899	\$163,671	\$225,960	\$133,750	\$132,676	\$167,935

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
CONTRACTUAL SERVICES							
8020 Advertising	\$504	\$0	\$0	\$202	\$0	\$0	\$0
8030 Casualty Insurance	15,646	16,528	14,696	12,460	13,014	11,802	9,829
8040 Merchant Fees and Discounts	14,772	11,449	14,472	16,191	15,000	14,600	17,000
8050 Phone/Communications	3,681	4,338	3,573	4,683	4,620	4,200	1,500
8130 Bldg. & Equip. Rental	1,290	0	2,153	2,746	1,000	0	0
8131 Information Technology Cont'l	171,510	191,004	221,508	453,383	177,516	115,172	158,023
8170 Auditing Fees	37,304	68,047	55,500	62,300	59,900	59,900	62,900
8300 Mach. & Equip. Maintenance	186	772	0	0	3,690	6,284	7,810
8550 Misc. Contracted Svc.	23,760	28,564	36,299	14,113	2,000	14,852	900
TOTAL CONTRACTUAL SERVICES	\$268,653	\$320,702	\$348,201	\$566,078	\$276,740	\$226,810	\$257,962

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Finance Department

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OTHER CHARGES							
9010 Bad Debts	\$60	\$1,774	\$688	\$0	\$0	\$0	\$0
9020 Mileage & Small Bus. Exp.	876	632	42	291	500	470	865
9031 Information Technology Training	5,511	7,077	10,712	15,849	0	0	0
9040 Dues/Conference Expenses	2,254	623	2,476	3,024	5,500	2,800	11,250
9060 Depreciation Expense	109,760	92,886	95,786	77,627	77,474	96,491	94,864
9070 Training	5,892	3,897	2,426	9,266	4,800	700	1,390
9099 Contingencies	0	0	0	0	4,000	1,000	4,000
TOTAL OTHER CHARGES	\$124,353	\$106,889	\$112,130	\$106,057	\$92,274	\$101,461	\$112,369

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
INTER-DEPT. CHARGES							
Vehicles and Equipment	\$11,543	\$10,305	\$9,038	\$16,858	\$0	\$0	\$0
Buildings and Grounds	10,911	17,209	20,041	24,197	22,128	20,297	22,466
Utility Billing	(701,328)	(1,388,016)	(1,410,322)	(1,392,584)	(1,002,386)	(970,618)	(1,077,394)
Information Technology	0	0	0	0	0	25,230	27,190
Printing and Reproduction	(35,544)	(38,717)	(42,914)	(42,206)	(5,284)	(2,913)	(6,189)
Accounting	(653,957)	(647,803)	(714,799)	(868,769)	(574,462)	(493,599)	(515,052)
Electricity Used	20,254	20,029	15,753	15,573	14,831	16,256	15,708
Other Indirect Charges	0	0	0	0	0	0	0
TOTAL INTER-DEPT. CHARGES	(\$1,348,121)	(\$2,026,993)	(\$2,123,203)	(\$2,246,931)	(\$1,545,173)	(\$1,405,347)	(\$1,533,271)

FINANCE DEPARTMENT PROFILE

Accounting

The accounting program is responsible for financial accountability and reporting, asset and liability management, revenue recognition and billing, and the disbursement of funds.

Financial accountability duties include accurately recording information and reporting data in understandable formats for internal and external purposes. Asset management provides for the security, control and accounting of cash, receivables, operating inventory, buildings and property, equipment and pension funds. Liability management includes proper recording and reporting of all short- and long-term liabilities, such as accounts payable, encumbrances, debt and capital lease obligations. Primary activities include investment management, liability insurance and risk management, and accounting for all of the City's funds. Revenues billed through the accounting office include property taxes, business license fees and other miscellaneous charges. Disbursement of funds refers to the timely and accurate processing of accounts payable and payroll.

Program Goals and Objectives

The goals of the accounting program are to properly record and account for all financial transactions, prepare accurate, informative, and timely financial reports, disburse City funds in an efficient manner, maintain financial, property tax and payroll records, operate the risk management function to provide maximum return on City funds, and provide adequate insurance protection at the lowest possible cost.

Budgeting

The budget process is the joint responsibility of the City Manager and Finance Director. The program consists of two major parts; a five-year capital improvement program (CIP) and the annual operating budget. The five-year CIP is updated annually with the operating budget. The annual budget is a policy statement and a legally binding control document setting forth the financial operations plan for the coming fiscal year. The capital and operating budgets are adopted by the City Council following the City Manager's review and a public hearing. The 2015 budget for all funds totals \$45.3 million including a \$5.0 million net capital budget.

The budget program is responsible for revenue estimation, preparation of estimated expenditures for the current year and projection of expenditures for the coming budget year based on input from the City management team, monitoring of budget activity during the year, and periodic analysis and reporting of budget status. Additionally, it is the

responsibility of the budget program to estimate required resources to fund programs and to propose utility and tax rates at the proper level to fund these programs.

Program Goals and Objectives

The goals of the budgeting program are to prepare an annual operating budget and a five-year capital improvement program to meet the Charter deadline and communicate the City's financial plan, forecast the anticipated revenues and expenditures necessary to maintain adequate reserves for future improvements, coordinate the budget preparation process with departments to institute participatory budgeting techniques and ensure that resource allocation decisions are implemented in the most effective and efficient manner.

Customer Service

The customer service program is responsible for providing assistance to utility customers in establishing and terminating service, answering billing and service inquiries, processing customer payments, managing delinquent utility accounts receivable and providing customer education and information on city operations.

This group undertakes mail responsibilities, such as sorting and delivering parcels within municipal locations, processing, folding and inserting outgoing mail, and preparing mail for presort and pickup. Miscellaneous duties include collection calls prior to disconnecting services for non-payment and bank deposits.

Program Goals and Objectives

The goals of the customer service program are to maximize the usage of the Utility Billing software to improve utility information management, establish new accounts for utility customers, provide service disconnections, conduct accurate utility meter reading, conduct accurate utility billing, provide courteous customer service and collect on past due accounts.

Utility Revenue Billing

The utility revenue billing program is responsible for billing the City's electric, water and sewer utilities. Commercial and residential utility customers, including City residents and out-of town water customers, receive monthly billing statements for usage metered by the

City's new smart meter technology. The billing volume is managed efficiently by staggering cycles into daily workflow.

Program Goals and Objectives

The goals of the utility revenue billing program are to accurately capture utility consumption and revenue figures, record and account for income from utility sales, and build statistics for use in utility budgeting and forecasting.

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

DEBT SERVICE FUND

DEBT SERVICE	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Cash Balance - January 1st	\$46,620	\$46,620	\$46,620	\$46,620	\$54,737	\$46,620	\$44,720
Receipts							
Transfer from Other Funds	\$374,718	\$1,793,898	\$195,664	\$226,346	\$220,547	\$218,647	\$222,347
Total Receipts	\$374,718	\$1,793,898	\$195,664	\$226,346	\$220,547	\$218,647	\$222,347
Disbursements							
Bond Issuance Costs	\$0	\$22,189	\$0	\$0	\$0	\$0	\$0
Lease Acquisition Costs	0	0	4,500	0	0	0	0
Interest on Issue No. 8A (GOB 2004)	1,928	0	0	0	0	0	0
Interest on Issue No. 9 (GOB 2000)	87,790	101,709	0	0	0	0	0
Interest on GOB Series 2011	0	0	31,444	32,850	29,750	29,750	26,550
Interest on Energy Conservation Loan	0	0	4,514	9,616	4,717	4,717	4,194
Redemption of Bonds:							
Issue No. 8, 8A & 9	285,000	1,670,000	0	0	0	0	0
GOB Series 2011	0	0	160,000	155,000	160,000	160,000	165,000
Energy Conservation Loan	0	0	3,185	28,880	26,080	26,080	26,603
Total Disbursements	\$374,718	\$1,793,898	\$203,643	\$226,346	\$220,547	\$220,547	\$222,347
Cash Balance - End of Period	\$46,620	\$46,620	\$38,641	\$46,620	\$54,737	\$44,720	\$44,720
Bonds Outstanding - December 31st							
Issue No. 9 - Various	\$1,670,000	\$0	\$0	\$0	\$0	\$0	\$0
GOB Series 2011	0	1,530,000	1,370,000	1,215,000	1,055,000	1,055,000	890,000
TOTAL	\$1,670,000	\$1,530,000	\$1,370,000	\$1,215,000	\$1,400,000	\$1,055,000	\$890,000

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

CAPITAL PROJECTS FUND

CAPITAL IMPROVEMENTS	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9580 Consulting Fees	\$6,930	\$10,815	\$259,804		\$0	\$0	\$77,564
9620 Land & Land Improvement	697,187	630,051	2,185,677	290,878	419,500	657,952	202,000
9621 Buildings & Structures	123,124	(7,687)	8,700	146,337	413,200	201,824	5,000
9622 Machinery & Equipment	82,620	139,085	235,993	327,705	542,192	228,506	458,042
9623 Autos & Trucks	0	0	55,855	0	5,000	0	30,000
9624 Furniture & Fixtures	0	0	0	0	9,824	0	0
9720 CIP - Storm Sewers Material	10,551	7,599	35,322	98,238	200,000	59,806	277,931
9730 CIP - Stations Material	0	0	2,167,363	0	0	0	0
9760 CIP - Streets Material	452,560	966,740	0	0	152,969	1,754,699	334,895
9770 CIP - Street Lights Material	0	59,140	0	0	0	0	0
9780 CIP - Street Signs Material	0	0	0	0	0	0	100,000
9870 CIP - Street Lights Labor	6,162	9,098	0	0	0	0	0
TOTAL CAPITAL IMPROVEMENTS	\$1,379,134	\$1,814,841	\$4,948,714	\$863,158	\$1,742,685	\$2,902,787	\$1,485,432

EQUIPMENT REPLACEMENT	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9622 Machinery & Equipment	\$0	\$0	\$223,154	\$0	\$183,913	\$0	\$0
9623 Autos & Trucks	288,290	493,160	439,049	621,619	1,146,500	495,338	136,500
TOTAL EQUIPMENT REPLACEMENT	\$288,290	\$493,160	\$662,203	\$621,619	\$1,330,413	\$495,338	\$136,500

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

CAPITAL PROJECTS FUND

CAPITAL PROJECT NUMBER	DESCRIPTION	GRANTS	CAPITAL RESERVES	CURRENT RESOURCES	EQUIPMENT REPLACEMENT
PUBLIC WORKS DEPARTMENT					
R1501	Automated Yard Waste Carts	\$0	\$0	\$150,000	\$0
R9401	Transfer Station Closure Costs	0	0	77,564	0
H1501	Annual Street Program	780,105	0	219,895	0
H1502	ADA Handicap Ramp Transition Plan	0	0	45,000	0
H1503	Transportation Plan Implementation	0	0	20,000	0
H1403	Pedestrian Crossing Signalization	0	0	100,000	0
H1301	Storm Drainage Improvements	0	158,069	277,931	0
H1302	Country Club Drive Traffic Calming	0	0	50,000	0
TOTAL		\$780,105	\$158,069	\$940,390	\$0
POLICE DEPARTMENT					
C1401	Ballistic Vests	\$0	\$0	\$3,500	\$0
C1001	Patrol Rifles	0	0	61,000	0
CEQSF	Vehicle Replacement Program	0	0	0	37,500
TOTAL		\$0	\$0	\$64,500	\$37,500
PARKS & RECREATION DEPARTMENT					
K1503	Tree Inventory	\$0	\$0	\$52,000	\$0
K1301	Hard Surface Facility Improvements	0	0	150,000	0
K1303	Facilities Accessibility	0	20,000	5,000	0
K1304	Maintenance Pickup Truck	0	0	30,000	0
KEQSF	Vehicle Replacement Program	0	0	0	99,000
TOTAL		\$0	\$20,000	\$237,000	\$99,000
INFORMATION TECHNOLOGY DIVISION					
I1502	Audiolog for 911 Dispatch Recording	\$0	\$0	\$25,000	\$0
I1504	Harris Cityview Cashiering	0	0	25,000	0
I1506	Avrio Pivot3 Cloudbank 24TB Server	0	0	25,000	0
I1507	Munis SAAS HR/Billing/Work Order	0	0	139,542	0
I1509	Web Filter Proxy Solution	0	0	29,000	0
TOTAL		\$0	\$0	\$243,542	\$0
OTHER DEPARTMENTS					
TOTAL		\$0	\$0	\$0	\$0
TOTAL CAPITAL PROJECTS FUND		\$780,105	\$178,069	\$1,485,432	\$136,500

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

COMMUNITY DEVELOPMENT FUND

Expenditures:

Community Development Fund

COMMUNITY DEVELOPMENT	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6030 Engineering/Technical	\$30,417	\$31,614	\$21,698	\$21,278	\$27,406	\$12,520	\$23,442
6610 Seasonal	6,348	5,644	6,753	5,689	0	0	0
6920 Unemployment Comp. Ins.	0	0	0	0	322	500	266
6930 Social Security Taxes	2,758	2,789	2,136	2,047	2,097	958	1,794
6941 Defined Contribution 401(a) Plan	0	0	166	1,596	2,056	940	0
6950 Term Life Insurance	326	326	284	262	145	260	0
6960 Group Hospitalization Ins.	11,221	12,498	7,910	5,294	2,880	5,760	2,880
6961 Long-Term Disability Ins.	96	96	107	99	55	110	0
6962 Dental Insurance	418	433	433	455	236	460	244
6964 Health Savings Account	0	0	1,500	937	750	380	750
6966 Retirement Health Savings Account	0	0	238	385	469	270	469
7130 Tools, Field Sup., & Small Eq.	464	0	0	0	0	0	0
7550 Miscellaneous Supplies	321	451	100	284	0	0	0
8500 Parks Maintenance	0	0	5,550	5,600	20,800	9,000	11,316
8810 CDBG - Housing	193,626	230,536	71,882	166,060	96,985	178,588	164,305
8811 CDBG - Social Services	50,616	34,052	31,906	7,670	81,000	30,000	37,500
8812 CDBG - Economic Development	0	1,740	0	1,600	12,000	2,000	2,000
9020 Mileage & Business Expense	345	575	525	172	1,000	600	0
9040 Dues/Conferences Expenses	420	0	225	0	600	420	0
9621 Buildings and Structures	55,514	50,265	4,698	0	30,000	31,787	45,000
TOTAL COMMUNITY DEVELOPMENT	\$352,890	\$371,019	\$156,111	\$219,428	\$278,801	\$274,553	\$289,966

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

COMMUNITY DEVELOPMENT FUND

Community Development

<u>ESTIMATED ACTIVITY ALLOCATION (40TH PROGRAM YEAR)</u>	<u>40TH YEAR</u>
Façade Improvement Program	\$ 2,000
Home Improvement Program	73,650
Home Buyer Incentive Program	10,000
Newark Day Nursery Daycare	25,000
Senior Home Repair Program	25,000
Parks & Recreation Fee Assistance	1,000
Youth Beautification Corps	6,500
Program Administration	30,900
NHA - Independence Circle Rehab	15,000
Homeward Bound	5,000
Public Works ADA Ramps	45,000
Newark Senior Center Tilting Skillet	14,000
Staff Delivery Services	20,600
Newark Senior Center NEW Program	5,000
Park Equipment Replacement	<u>11,316</u>
TOTAL	<u><u>\$ 289,966</u></u>

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

LAW ENFORCEMENT FUND

Expenditures:

Law Enforcement Grants

LAW ENFORCEMENT GRANTS	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6030 Engineering/Technical	\$11,768	\$11,209	\$44,828	\$45,960	\$46,644	\$47,340	\$0
6070 Police Officer	0	68,484	95,677	101,538	105,890	63,892	0
6600 Part-Time	22,753	0	0	0	0	0	0
6620 Overtime	66,836	82,123	53,918	68,369	109,555	53,800	116,182
6621 Shift Differential	0	0	465	1,294	0	850	1,000
6622 Holiday Premium	0	176	0	(176)	0	0	0
6920 Unemployment Comp. Ins.	0	651	976	882	1,929	1,200	0
6930 Social Security Taxes	7,671	12,287	14,705	16,394	20,049	12,690	8,965
6940 City Pension Plan	1,578	16,949	29,784	25,865	36,928	12,330	-
6950 Term Life Insurance	58	420	714	748	806	523	0
6960 Group Hospitalization Ins.	1,423	13,651	31,266	34,283	37,522	35,306	0
6961 Long-Term Disability Ins.	22	159	271	283	305	416	0
6962 Dental Insurance	303	1,065	2,528	2,630	2,722	3,311	0
6965 Post-Employment Benefits	0	0	0	9,507	10,245	10,250	0
7130 Small Equipment	61,465	3,932	19,607	48,543	15,600	28,553	23,700
7140 Uniforms	11,284	9,864	1,707	2,375	0	0	0
7150 Office Supplies	457	132	1,767	0	504	1,302	0
7160 Books, Periodicals, Etc.	972	0	0	0	0	0	0
7550 Miscellaneous Supplies	7,183	1,566	7,312	15,080	0	10,740	4,590
8020 Advertising	534	0	706	220	0	0	0
8050 Phone/Communications	209	123	503	725	505	630	12,000
8300 Machinery & Equip Contract Maint	1,034	0	22,985	0	0	0	0
8480 Communication Equip. Maint.	14,459	19,517	14,517	14,394	0	10,951	5,000
8550 Misc. Contracted Services	1,951	2,366	5,549	3,946	0	50,405	16,000
9040 Dues/Conferences Expenses	2,851	11,232	21,137	23,313	0	8,985	10,000
9070 Training	14,445	7,667	2,495	3,566	2,000	635	0
9621 Buildings & Structures	769	0	140	0	0	0	0
9622 Machinery & Equipment	266,397	118,705	117,886	0	0	72,490	0
9623 Autos & Trucks	199,675	0	39,103	0	0	0	0
TOTAL LAW ENFORCEMENT GRANTS	\$696,097	\$382,278	\$530,546	\$419,739	\$391,204	\$426,599	\$224,437

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

LAW ENFORCEMENT FUND

Expenditures:

Federally Forfeited Property

FED. FORFEITED PROPERTY	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6070 Police Officer	\$0	\$0	\$0	\$0	\$0	\$0	\$35,505
6920 Unemployment Comp. Ins.	0	0	0	0	0	0	532
6930 Social Security Taxes	0	0	0	0	0	0	2,716
6940 City Pension Plan	0	0	0	0	0	0	12,021
6950 Term Life Insurance	0	0	0	0	0	0	250
6960 Group Hospitalization Ins.	0	0	0	0	0	0	22,618
6961 Long-Term Disability Ins.	0	0	0	0	0	0	95
6962 Dental Insurance	0	0	0	0	0	0	1,346
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,365
8130 Building & Equipment Rental	18,000	18,000	22,500	22,500	22,250	22,250	0
8480 Communication Equipment Maint	6,500	1,958	6,500	0	0	0	0
8550 Miscellaneous Contracted Svc	3,049	2,636	2,280	2,280	2,000	2,500	2,500
TOTAL FED FORFEITED PROPERTY	\$27,549	\$22,594	\$31,280	\$24,780	\$24,250	\$24,750	\$78,948

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

LAW ENFORCEMENT FUND

Law Enforcement Grants

<u>CURRENT GRANT PROGRAMS</u>		PROJECTED AMOUNT <u>AVAILABLE</u>
Drug Salle		\$9,300
D.A.T.E. Grant		30,000
V.C.F. Grant		59,735
SALLE		12,000
Occupant Protection		5,000
Motorcycle Safety		6,600
DEA Task Force		17,202
Impaired Driving		44,200
2013 Byrne Grant		15,000
2014 Byrne Grant		20,000
Aggressive Driving		5,400
Federal Forfeited Funds		<u>78,948</u>
	TOTAL	<u><u>\$303,385</u></u> *

* Based on projected grant balance at 12/31/2014 and/or grant award amount for 2015

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

MAINTENANCE FUND

Public Works and Water Resources - Maintenance Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$472,103	\$483,829	\$483,522	\$413,555	\$435,082	\$426,046	\$422,321
Materials and Supplies	677,578	781,901	855,785	823,123	758,980	807,225	793,000
Contractual Services	176,207	261,324	266,082	327,328	269,071	319,808	158,570
Other Charges	<u>12,524</u>	<u>11,122</u>	<u>8,075</u>	<u>6,007</u>	<u>13,392</u>	<u>18,216</u>	<u>34,374</u>
Subtotal	\$1,338,412	\$1,538,176	\$1,613,464	\$1,570,013	\$1,476,525	\$1,571,295	\$1,408,265
Inter-Dept. Charges	<u>(1,338,412)</u>	<u>(1,538,176)</u>	<u>(1,613,464)</u>	<u>(1,570,013)</u>	<u>(1,476,234)</u>	<u>(1,571,295)</u>	<u>(1,408,265)</u>
Total Operating Expenses	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

**PUBLIC WORKS & WATER RESOURCES DEPARTMENT
2015 WAGE AND SALARY BUDGET
MAINTENANCE DIVISION**

POSITION	BUDGET ACCT	2014					TOTAL SALARY RATE AT 12/31/2014	2015				
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL			
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS
SENIOR MECHANIC II	6250	13- 5	58,739	1,362	60,101	1.0	65,728	15- 5	67,836	1,683	69,519	1.0
SENIOR MECHANIC	6250	13- 5	59,389	3,355	62,744	1.0	61,131	13- 5	63,237	3,407	66,644	1.0
SENIOR MECHANIC	6250	11- 5	55,994	1,113	57,107	1.0	60,486	13- 5	62,437	1,342	63,779	1.0
MECHANIC II	6250	11- 5	55,644	0	55,644	1.0	57,304	11- 5	59,023	0	59,023	1.0
FULL TIME SUBTOTALS			229,766	5,830	235,596	4.0	244,650		252,533	6,432	258,965	4.0
TRANSITIONAL WAGES	6060	2,150						2,150				
TRANSITIONAL WAGES	6250	6,842						6,842				
OVERTIME	6620	20,000						20,000				
OTHER SUBTOTALS			28,992	0	28,992	0.0	0		23,000		23,000	
			28,992	0	28,992	0.0	0		23,000	0	23,000	0.0
MAINTENANCE DEPARTMENT TOTALS			258,758	5,830	264,588	4.0	244,650 *	275,533	6,432	281,965	4.0	

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

MAINTENANCE FUND

Expenditures:

Public Works and Water Resources - Maintenance Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
PERSONNEL SERVICES							
6020 Supervisory	\$62,673	\$62,673	\$63,949	\$63,906	\$0	\$0	\$0
6250 Mechanics	216,670	217,433	210,421	173,269	238,758	236,800	252,533
6580 Service Award	3,813	4,010	5,199	5,535	5,830	5,830	6,432
6590 Sick Pay	3,823	3,768	3,787	4,328	4,570	3,963	4,153
6620 Overtime	22,501	15,775	18,037	22,461	20,000	27,754	23,000
6880 Uniform Allowances	0	0	0	395	0	750	1,200
6881 Tool Allowance	0	450	1,000	750	500	1,000	1,000
6920 Unemployment Comp. Ins.	1,517	1,757	1,759	1,311	2,572	1,989	2,128
6930 Social Security Taxes	23,346	22,377	25,044	20,459	20,629	21,120	22,056
6940 City Pension Plan	49,492	61,213	65,530	51,674	61,220	60,790	56,752
6950 Term Life Insurance	1,463	1,476	1,475	1,219	1,214	1,220	1,334
6960 Group Hospitalization Ins.	53,372	60,057	54,840	43,776	60,323	46,420	47,857
6961 Long-Term Disability Ins.	480	480	559	462	459	380	505
6962 Dental Insurance	3,260	3,377	3,260	2,615	3,575	2,600	2,791
6965 Post-Employment Benefits	29,693	28,983	28,662	21,395	15,432	15,430	0
6967 Emergency Room Reimbursements	0	0	0	0	0	0	580
TOTAL PERSONNEL SERVICES	\$472,103	\$483,829	\$483,522	\$413,555	\$435,082	\$426,046	\$422,321

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

MAINTENANCE FUND

Expenditures:

Public Works and Water Resources - Maintenance Division

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7020 Heating Fuel	\$10,657	\$6,733	\$6,901	\$7,683	\$8,000	\$9,500	\$9,000
7060 Tire & Tire Repair Expense	61,442	64,498	68,136	70,339	60,000	63,000	65,000
7070 Gasoline, Oil, Coolant, Etc.	389,249	520,294	545,075	523,275	496,230	506,000	500,000
7110 Safety Shoes & Supplies	937	992	1,211	803	800	800	800
7130 Tools, Field Sup., & Small Eq.	12,617	7,046	11,064	5,846	9,000	9,000	9,000
7131 Information Technology Supplies	0	0	0	0	0	0	7,000
7140 Uniforms	1,306	534	136	102	1,500	225	0
7150 Office Supplies	205	7	19	0	200	200	200
7230 Janitorial Supplies	19,641	16,133	19,581	21,493	17,000	17,000	0
7250 Buildings and Grounds Maint.	300	929	0	319	0	750	0
7300 Machinery & Equip. Maintenance	1,228	794	913	2,257	1,000	3,000	2,000
7310 Vehicle Maintenance	179,723	163,788	202,340	190,995	165,000	197,500	200,000
7550 Miscellaneous Supplies	273	153	409	11	250	250	0
TOTAL MATERIALS & SUPPLIES	\$677,578	\$781,901	\$855,785	\$823,123	\$758,980	\$807,225	\$793,000

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8030 Casualty Insurance	\$47,916	\$44,216	\$46,741	\$51,337	\$56,871	\$56,871	\$54,208
8050 Phone/Communications	628	584	388	341	600	400	180
8131 Information Technology Cont'l	0	0	0	0	600	3,400	4,378
8230 Janitorial Service	32,888	64,884	65,026	65,026	68,000	68,000	0
8250 Buildings and Grounds Maint.	51,502	93,812	79,466	111,786	80,000	97,333	0
8300 Machinery & Equip. Maintenance	801	641	1,124	6,906	1,000	1,500	1,000
8310 Vehicle Maintenance	40,165	51,694	70,295	84,876	60,000	85,000	95,000
8311 Vehicle Accidents	331	5,458	3,042	3,012	2,000	5,000	3,000
8430 City Hall Maintenance	0	0	0	250	0	0	0
8550 Misc. Contracted Services	25	35	0	3,541	0	1,500	0
8870 Railroad Station Maintenance	1,951	0	0	253	0	804	804
TOTAL CONTRACTUAL SERVICES	\$176,207	\$261,324	\$266,082	\$327,328	\$269,071	\$319,808	\$158,570

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

MAINTENANCE FUND

Expenditures:

Public Works and Water Resources - Maintenance Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9020 Mileage & Small Bus. Expense	\$0	\$23	\$116	\$16	\$200	\$100	\$200
9060 Depreciation Expense	10,256	9,886	6,959	4,019	6,192	16,116	27,174
9070 Training	2,268	1,213	1,000	1,972	2,000	2,000	2,000
9099 Contingencies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
TOTAL OTHER CHARGES	<u>\$12,524</u>	<u>\$11,122</u>	<u>\$8,075</u>	<u>\$6,007</u>	<u>\$13,392</u>	<u>\$18,216</u>	<u>\$34,374</u>

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Vehicles and Equipment	(\$1,269,729)	(\$1,435,975)	(\$1,504,442)	(\$1,424,180)	(\$1,289,256)	(\$1,353,555)	(\$1,438,698)
Buildings and Grounds	(160,049)	(220,922)	(210,111)	(273,174)	(234,579)	(238,311)	3,599
Electricity	98,859	97,736	77,601	76,383	7,108	7,153	7,197
Billings & Accounting	0	0	33,081	37,855	38,493	18,643	16,575
Information Technology	0	0	0	0	0	8,775	9,062
Other Indirect Charges	<u>(7,493)</u>	<u>20,985</u>	<u>(9,593)</u>	<u>13,103</u>	<u>2,000</u>	<u>(14,000)</u>	<u>(6,000)</u>
TOTAL INTER-DEPT. CHARGES	<u>(\$1,338,412)</u>	<u>(\$1,538,176)</u>	<u>(\$1,613,464)</u>	<u>(\$1,570,013)</u>	<u>(\$1,476,234)</u>	<u>(\$1,571,295)</u>	<u>(\$1,408,265)</u>

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

MAINTENANCE FUND

Public Works and Water Resources - Maintenance Division

CAPITAL PROJECTS BUDGET	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9621 Buildings & Structures	\$0	\$0	\$8,700	\$0	\$0	\$0	\$200,000
9622 Machinery & Equipment	10,810	0	0	0	30,000	0	95,000
TOTAL CAPITAL PROJECTS BUDGET	\$10,810	\$0	\$8,700	\$0	\$30,000	\$0	\$295,000
CAPITAL PROJECT NUMBER & DESCRIPTION					<u>CURRENT RESOURCES</u>	<u>EQUIPMENT REPLACEMENT</u>	
M1401 Truck Lift Systems Improvements					\$95,000	\$0	
M1101 Maint Yard Master Plan/Salt Shed					200,000	0	
					0	0	
MEQSF Equipment Replacement Program					0	35,000	
TOTAL MAINTENANCE FUND					\$295,000	\$35,000	

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

INSURANCE FUND

Expenditures:

Self Insurance

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
SELF INSURANCE							
8162 Legal/Consulting Service	\$0	\$0	\$0	\$0	\$10,000	\$1,000	\$10,000
8891 Claims - Medical	38,068	24,514	18,583	13,701	25,000	10,000	25,000
8893 Claims - Disability	0	0	0	0	35,000	0	111,626
8894 Claims - Liability	5,710	74,914	70,670	18,775	100,000	25,000	100,000
8895 Claims - Permanent Impairment	43,164	69,586	0	139,547	75,000	40,814	75,000
TOTAL SELF-INSURANCE	<u>\$86,942</u>	<u>\$169,014</u>	<u>\$89,253</u>	<u>\$172,023</u>	<u>\$245,000</u>	<u>\$76,814</u>	<u>\$321,626</u>

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

OTHER POST-EMPLOYMENT BENEFITS FUND

Expenditures:

Other Post-Employment Benefits

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
POST-EMPLOYMENT BENEFITS							
6991 Retiree Health Insurance	\$173,632	\$171,182	\$205,883	\$256,425	\$274,988	\$237,725	\$267,916
6992 Retiree/Spouse Health Insurance	66,751	64,317	69,784	80,677	85,652	109,969	123,935
6994 Retiree Dental Insurance	19,251	18,450	19,852	23,896	23,805	26,116	27,030
6995 Retiree Life Insurance	1,157	1,174	1,179	1,247	1,300	1,376	1,300
8930 OPEB Administrative Expense	3,148	5,988	6,500	(351)	5,190	5,190	5,190
8980 Actuary Expenses	0	19,219	0	0	0	0	0
TOTAL POST-EMPLOYMENT BENEFITS	<u>\$263,939</u>	<u>\$280,330</u>	<u>\$303,198</u>	<u>\$361,894</u>	<u>\$390,935</u>	<u>\$380,376</u>	<u>\$425,371</u>

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Administrative Department-Information Technology Division

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
OPERATING EXPENSES							
Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$701,735
Materials and Supplies	0	0	0	0	0	0	54,900
Contractual Services	0	0	0	0	0	0	631,210
Other Charges	0	0	0	0	0	0	121,836
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$1,509,681
Inter-Dept. Charges	0	0	0	0	0	0	(1,509,681)
Total Operating Expenses	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

**ADMINISTRATION DEPARTMENT
2015 WAGE AND SALARY BUDGET
INFORMATION TECHNOLOGY DIVISION**

POSITION	BUDGET ACCT	2014**					TOTAL SALARY RATE AT 12/31/2014	2015								
		GRADE STEP	ANNUAL					GRADE STEP	ANNUAL							
			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS			REGULAR RATE	SERVICE AWARD	TOTAL AMOUNT	FT POS				
IT MANAGER	6020						98,007	28- I	102,630	0	102,630	1.0				
IT SYS/APP SUPPORT II	6050										70,454	19- G	73,256	1,805	75,061	1.0
IT SYS/APP SUPPORT I	6050										67,729	18- G	70,250	1,735	71,985	1.0
APPL SUPPORT ANALYST	6050										57,596	16- F	62,397	1,028	63,425	1.0
SYSTEMS ADMIN I	6050										75,792	21- G	78,070	0	78,070	1.0
DESKTOP SUPPORT LEAD	6050										49,238	12- 6	51,053	0	51,053	1.0
FULL TIME SUBTOTALS			0	0	0	0.0	418,815		437,656	4,568	442,224	6.0				
PART TIME	6600							16,000					16,000			
OVERTIME	6620												12,000			
OTHER SUBTOTALS			0	0	0	0.0			0	0	28,000	0.0				
INFORMATION TECHNOLOGY DIVISION TOTALS			0	0	0	0.0	418,815	*	437,656	4,568	470,224	6.0				

* Information purposes only. Total is not meaningful due to omitting "other" wage types.

** IT personnel expenses were reported with the Administration Department in 2014

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Information Technology Division

PERSONNEL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
6020 Supervisory	\$0	\$0	\$0	\$0	\$0	\$0	\$102,630
6050 Information Technology	0	0	0	0	0	0	335,026
6580 Service Award	0	0	0	0	0	0	4,568
6590 Sick Pay	0	0	0	0	0	0	1,450
6600 Part Time	0	0	0	0	0	0	16,000
6620 Overtime	0	0	0	0	0	0	12,000
6920 Unemployment Comp. Ins.	0	0	0	0	0	0	3,192
6930 Social Security Taxes	0	0	0	0	0	0	33,830
6940 City Pension Plan	0	0	0	0	0	0	75,292
6941 Defined Contribution 401(a) Plan	0	0	0	0	0	0	7,697
6950 Term Life Insurance	0	0	0	0	0	0	2,149
6960 Group Hospitalization Ins.	0	0	0	0	0	0	95,118
6961 Long-Term Disability Ins.	0	0	0	0	0	0	863
6962 Dental Insurance	0	0	0	0	0	0	6,496
6963 Flexible Spending Account	0	0	0	0	0	0	234
6964 Health Savings Account	0	0	0	0	0	0	3,000
6966 Retirement Health Savings Account	0	0	0	0	0	0	1,320
6967 Emergency Room Reimbursements	0	0	0	0	0	0	870
TOTAL PERSONNEL SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	\$701,735

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Information Technology Division

MATERIALS AND SUPPLIES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
7130 Tools,Field Sup.,Small Equip.	\$0	\$0	\$0	\$0	\$0	\$0	\$30,900
7136 - Software	0	0	0	0	0	0	19,500
7150 Office Supplies	0	0	0	0	0	0	2,500
7550 Miscellaneous Supplies	0	0	0	0	0	0	2,000
TOTAL MATERIALS & SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$54,900

CONTRACTUAL SERVICES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
8030 Casualty Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$3,251
8130 Bldg. & Equip. Rental	0	0	0	0	0	0	1,000
8136 Subscription Services (Software or SAAS)	0	0	0	0	0	0	463,068
8137 Leased Equipment (Contractual)	0	0	0	0	0	0	93,891
8550 Misc. Contracted Svc.	0	0	0	0	0	0	70,000
TOTAL CONTRACTUAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	\$631,210

**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

GENERAL FUND

Expenditures:

Administrative Department-Information Technology Division

OTHER CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
9031 Information Technology Training	\$0	\$0	\$0	\$0	\$0	\$0	\$15,500
9040 Dues/Conference Expenses	0	0	0	0	0	0	5,000
9060 Depreciation Expense	0	0	0	0	0	0	97,336
9099 Contingencies	0	0	0	0	0	0	4,000
TOTAL OTHER CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$121,836

INTER-DEPT. CHARGES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
Buildings and Grounds	\$0	\$0	\$0	\$0	\$0	\$0	\$3,972
Billings & Accounting	0	0	0	0	0	0	20,559
Information Technology	0	0	0	0	0	0	(1,499,109)
Printing and Reproduction	0	0	0	0	0	0	(37,971)
Electric Used	0	0	0	0	0	0	2,868
Other Indirect Charges	0	0	0	0	0	0	0
TOTAL INTER-DEPT. CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,509,681)

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**CITY OF NEWARK, DELAWARE
OPERATING BUDGET - 2015**

DOWNTOWN NEWARK PARTNERSHIP FUND

Expenditures:

Planning and Development Department-Special Revenue

	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	2014 BUDGET AS AMENDED	PROJECTED 2014	BUDGET 2015
MATERIALS AND SUPPLIES							
7130 Small Tools and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$1,540
7670 Downtown Newark Partnership Supplies	0	0	0	0	0	0	3,000
7671 Mural and New Art Supplies	0	0	0	0	0	0	2,000
CONTRACTUAL SERVICES							
8020 Advertising	0	0	0	0	0	0	36,611
8550 Misc. Contracted Svc.	0	0	0	0	0	0	1,000
8670 Downtown Newark Partnership Cont'l	0	0	0	0	0	0	4,000
8694 Other Special Events Contractual	0	0	0	0	0	0	57,575
OTHER CHARGES							
9040 Dues/Conference Expenses	0	0	0	0	0	0	3,000
9070 Training	0	0	0	0	0	0	1,500
9081 Business Recruitment and Retention	0	0	0	0	0	0	8,300
9082 Gift Card Program	0	0	0	0	0	0	19,000
TOTAL DOWNTOWN NEWARK PARTNERSHIP SPECIAL REVENUE ACCOUNTS	\$0	\$0	\$0	\$0	\$0	\$0	\$137,526

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