

2020 Administrator Proposed Budget

Town of Durham

| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|--|------------------------------------|----------------|------------|-----------------|------------|------------|---------------|---------------|
| | | 2018 | 2019 | 2019 | 2020 | 2020 | % Difference | \$ Difference |
| | | Expended | Approved | Spent to Date | Department | Town Admin | 2019 App'd VS | 2019 App'd VS |
| | | As of Year End | T.C. | 09/30/19 | Proposed | Proposed | 2020 Admin | 2020 Admin |
| | | | | As of September | | | | |
| Town Administrator | | | | | | | | |
| 01-4130-201-01-010 | F-T Wages - T.A. | 216,870.19 | 219,700.00 | 163,388.55 | 222,800.00 | 222,800.00 | 1% | 3,100.00 |
| 01-4130-201-01-020 | P-T Wages - T.A. | 0.00 | 0.00 | 0.00 | 34,500.00 | 12,800.00 | 100% | 12,800.00 |
| <i>Narrative for Column # 4</i> | | | | | | | | |
| Hiring of a part-time Assistant Town Administrator/Special Projects Coordinator. | | | | | | | | |
| <i>Narrative for Column # 5</i> | | | | | | | | |
| Town Administrator is not recommending the Assistant Town Administrator/Graduate Assistant, however, he is recommending the hiring of a graduate assistant for sustainability/climate change/mitigation. | | | | | | | | |
| 01-4130-201-01-030 | O-T Wages - T.A. | 215.57 | 0.00 | 268.88 | 0.00 | 300.00 | 100% | 300.00 |
| 01-4130-201-01-910 | Wage Accrual - T.A. | 1,062.10 | 0.00 | -4,792.73 | 0.00 | 0.00 | | 0.00 |
| 01-4130-201-01-990 | Ins Buy-Out (Wages) Accrual - T.A. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 |
| 01-4130-201-02-310 | Soc Sec - T.A. | 11,684.94 | 13,600.00 | 10,644.54 | 16,000.00 | 14,600.00 | 7% | 1,000.00 |
| 01-4130-201-02-320 | Medicare - T.A. | 3,431.31 | 3,200.00 | 2,489.41 | 3,700.00 | 3,400.00 | 6% | 200.00 |
| 01-4130-201-02-330 | Retirement - T.A. | 23,841.37 | 24,800.00 | 17,055.91 | 24,900.00 | 24,900.00 | | 100.00 |
| 01-4130-201-02-340 | ICMA Retirement - T.A. | 13,024.03 | 18,000.00 | 18,322.12 | 18,000.00 | 18,000.00 | | 0.00 |
| 01-4130-201-03-610 | Health & Dental - T.A. | 50,184.44 | 52,000.00 | 38,393.94 | 52,800.00 | 51,600.00 | -1% | -400.00 |
| 01-4130-201-03-630 | Life - T.A. | 282.00 | 300.00 | 198.00 | 300.00 | 300.00 | | 0.00 |
| 01-4130-201-03-640 | STD - T.A. | 1,189.20 | 1,300.00 | 801.79 | 1,300.00 | 1,300.00 | | 0.00 |
| 01-4130-201-04-010 | S.U.T.A. - T.A. | 46.00 | 100.00 | 44.00 | 100.00 | 100.00 | | 0.00 |
| 01-4130-201-04-020 | Workers Comp - T.A. | 300.00 | 400.00 | 368.00 | 500.00 | 400.00 | | 0.00 |
| 01-4130-201-08-000 | Travel & Mileage Reimb - T.A. | 3,536.05 | 3,000.00 | 3,380.44 | 4,000.00 | 3,500.00 | 17% | 500.00 |
| <i>Narrative for Column # 4</i> | | | | | | | | |
| Attendance at conferences including the annual ICMA Conference. | | | | | | | | |
| 01-4130-201-18-000 | Cell Phones - T.A. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 |
| <i>Narrative for Column # 4</i> | | | | | | | | |
| Town Administrator is responsible for the cost of his cell phone per employment agreement. | | | | | | | | |
| 01-4130-201-25-000 | Office & Computer Supplies - T.A. | 302.23 | 150.00 | 39.00 | 100.00 | 100.00 | -33% | -50.00 |
| 01-4130-201-28-000 | Professional / Staff Dev - T.A. | 2,235.00 | 2,500.00 | 1,519.99 | 2,500.00 | 2,500.00 | | 0.00 |

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| | | 1 2018 Expended As of Year End | 2 2019 Approved T.C. | 3 2019 Spent to Date 09/30/19 As of September | 4 2020 Department Proposed | 5 2020 Town Admin Proposed | 6 % Difference 2019 App'd VS 2020 Admin | 7 \$ Difference 2019 App'd VS 2020 Admin |
|---|--|---|-------------------------------|---|-------------------------------------|-------------------------------------|--|---|
| 01-4130-201-29-000 | Membership Dues - T.A. | 1,500.00 | 1,500.00 | 1,709.00 | 1,800.00 | 1,800.00 | 20% | 300.00 |
| 01-4130-201-30-000 | Books & Pubs - T.A. | 822.00 | 900.00 | 1,067.59 | 1,000.00 | 900.00 | | 0.00 |
| 01-4130-201-36-000 | Contracted Services - T.A. | 10,715.00 | 10,500.00 | 19,012.00 | 27,000.00 | 27,000.00 | 157% | 16,500.00 |
| <p><i>Narrative for Column # 4</i> Services consisting of studies and assessments that arise throughout the year.</p> <p>Includes \$5,000 for the update of the local Emergency Operations Plan (EOP) and \$5,500 for the development of a Continuity of Operations Plan (COOP) which is designed to serve as a blueprint to protect from catastrophic events and ensure that the essential functions of the organization are able to contain in the face of a disaster. These funds (\$10,500) will be reimbursed by Homeland Security and Emergency (HSEM).</p> <p>Includes \$6,000 for NH Listens Forum on downtown holiday celebration event.</p> | | | | | | | | |
| 01-4130-201-36-001 | Pedestrian and Bicyclist Facility Improv | 0.00 | 15,000.00 | 0.00 | 15,000.00 | 15,000.00 | | 0.00 |
| 01-4130-201-61-030 | Durham Business Association | 250.00 | 250.00 | 250.00 | 250.00 | 250.00 | | 0.00 |
| 01-4130-201-89-000 | Miscellaneous - T.A. | 1,334.40 | 500.00 | 357.73 | 500.00 | 500.00 | | 0.00 |
| Town Administrator Total | | 342,825.83 | 367,700.00 | 274,518.16 | 427,050.00 | 402,050.00 | 9% | 34,350.00 |