



**Finance Committee Budget Hearings
Public Works
April 15, 2015**

1. Discuss any changes to positions (new, deleted, upgraded, downgraded, title changes, reclassifications, shifting, and or salary adjustments for any positions across all funds). Specify the last time any changes were done for any of the proposed changes.

General Fund

2. Discuss the planned use of ~\$342K budgeted for Overtime, up \$20K over prior year's budget.
 - a. Specify amount budgeted for leaf removal, snow removal, special pick up, etc.
 - b. Justify the additional \$20K increase for special pick up.
3. Discuss the planned use of ~\$780K budgeted in Professional Fees (\$242K Consultants, \$203K Engineering, \$335K Temporary Agency), considering actual expenditures has not exceeded \$678K within the last 2 years.
 - a. Specify vendor name, amount of contract, expiration date, length of contract, and scope of services. Specify hourly wages and length of service for all temporary, limited service or contracted employees.
 - b. Justify the additional funding for sidewalk installation.
 - c. Justify the additional \$46K transferred to Engineering account line in FY15 from the Building Maintenance account line.
4. Discuss the ~\$3.168M budgeted for Landfill Fees and Recycle Bank Program, up \$131.4K over prior years budget.
 - a. Specify the landfill rates and tonnage for the last 2 years.
 - b. Explain why Landfill Fee actual has been significant lower than budget for the last 3 years.
 - c. Explain why Recycle Bank cost has exceeded budget for last 2 years.
 - d. List the number of special pick-ups done within last 2 years.
 - e. Provide the diversion rate for trash and recycles for the last 2 years.
5. Provide an update on the SMART Trash Program.
 - a. Projected timeframe for implementation and cost.
6. Discuss the ~\$1.375M Budgeted for Contracted Maintenance, up \$38K over prior year's budget.
 - a. Specify any additional funding pertaining to sidewalk repairs completed outside the capital program request.
 - b. Specify any shared cost with New Castle County.
7. Considering Electricity Cost is budgeted relatively the same as last year's budget Citywide in the General Fund and Water Sewer Funds (~\$2.2M), discuss if performance guarantees has been met for the Honeywell and Ameresco Contracts since inception per year.
8. Discuss the ~\$515.6K budgeted between Rentals and the Miscellaneous Services account lines.

- a. Specify vendor name, amount of contract, expiration date, length of contract, and scope of services.
 - b. Specify funding budgeted for Parking Kiosks.
 - c. Specify any funding allocated for GPS monitoring of vehicles.
- 9. Discuss the ~\$485K budgeted between Construction & Repairs and the Misc., Materials, Supplies, & Parts account lines.
 - a. Specify amount of funds expended for the salt contract the last 2 years, and year to date.
- 10. Discuss the ~\$263.6K budgeted in the Water, Sewer, Stormwater Utility account line, and the projected amount for FY17.

Water/Sewer

- 11. Discuss the planned use of \$506.5K budgeted for Overtime, up \$58.5K over prior year's budget, considering actual Overtime expenditures have not exceeded \$470K within the last 3 years.
- 12. Discuss the planned use of approximately \$3.656M budgeted in Professional Fees (\$1.334M Consultants, \$1.622M Engineering, \$300K Legal Fees, \$400K Temporary Agency).
 - a. Specify vendor name, amount of contract, expiration date, length of contract, and scope of services. Specify hourly wages and length of service for all temporary, limited service or contracted employees, as well as any new initiatives, and specify how long the City has been using the consultant, etc.).
 - b. Specify if these functions are unique to current staff responsibilities.
 - c. Is anything being planned to cross train current staff so that the department is not so heavily dependent on Consultants?
- 13. Discuss the ~\$19.396M budgeted for the Waste Water Treatment Plant pertaining to the Veolia contract.
 - a. Specify contract term and duration.
- 14. Discuss the approximately ~\$8M budgeted in the Contract Maintenance account line, up ~\$800K over prior year's budget
 - a. Specify vendor names, amount of contract, expiration date, length of contract, and scope of services.
 - b. Specify why actual expenditures for FY2014, and year to date FY15 is \$0 for Condition Assessment, yet \$900K budgeted in FY16
 - c. Specify why actual expenditures for FY2014, and year to date FY15 is \$0 for Repairs to WWTP New Castle County Construction, yet \$1M budgeted in FY16, up \$250K over prior year's budget.
- 15. Discuss the \$421K budgeted between Meter Reading Cost and Laboratory Fees account lines, considering actual expenditures has not exceeded \$347K for the last three years. Please explain.
- 16. Discuss the planned use of approximately \$800K budgeted in Bulk Chemicals, considering year to date actual total ~\$375K that is trending well below budget, and actual expenditures for the last 3 years has not exceeded \$620K. Please explain.

17. Discuss the planned use of **\$477.7K** budgeted in the Equipment account line, considering historical actuals has not exceeded \$432K the last 3 years.
18. Discuss the planned use of **~\$1M** budgeted between Construction & Repairs and Misc., Materials, Supplies & Parts account lines, up **\$72.3K** over prior year's budget.
19. Discuss the **~\$75.5K** budgeted between Travel and Registrations.
20. Discuss the **~\$58.4K** budgeted in the Water, Sewer, Stormwater Utility account line, and the projected amount for FY17.

Motor Vehicle

21. Discuss the \$3.2M budgeted for the FY2016 motor vehicle fleet replacement plan.
 - a. Specify number of new vehicles requested, type, and cost.
 - b. Specify number of replacement vehicles, type, and cost.
 - c. Specify and deletions from fleet, and savings if any.
22. Discuss the approximately \$1.894M budgeted for the motor vehicle fleet maintenance contract.
23. Discuss the approximately \$1.4M budgeted for Motor Fuel & Lubricants.
 - a. Specify the driver for the reduction of \$292K.
24. Discuss the **\$535K** budgeted for non target repairs to fleet equipment.
 - a. Specify the number of non target repairs for last 2 years per department.

All Departments

25. Provide FY16 proposed organizational chart with the total number of employees (i.e. permanent, temporary, contract, vacancies).
 - a. Outline specific duties of each employee.
 - b. Specify the length of time that current vacant position(s) has been vacant.