



FINANCE DEPARTMENT

2022 BUDGET PRESENTATION

**AS PRESENTED ON:
SEPTEMBER 20th, 2021**

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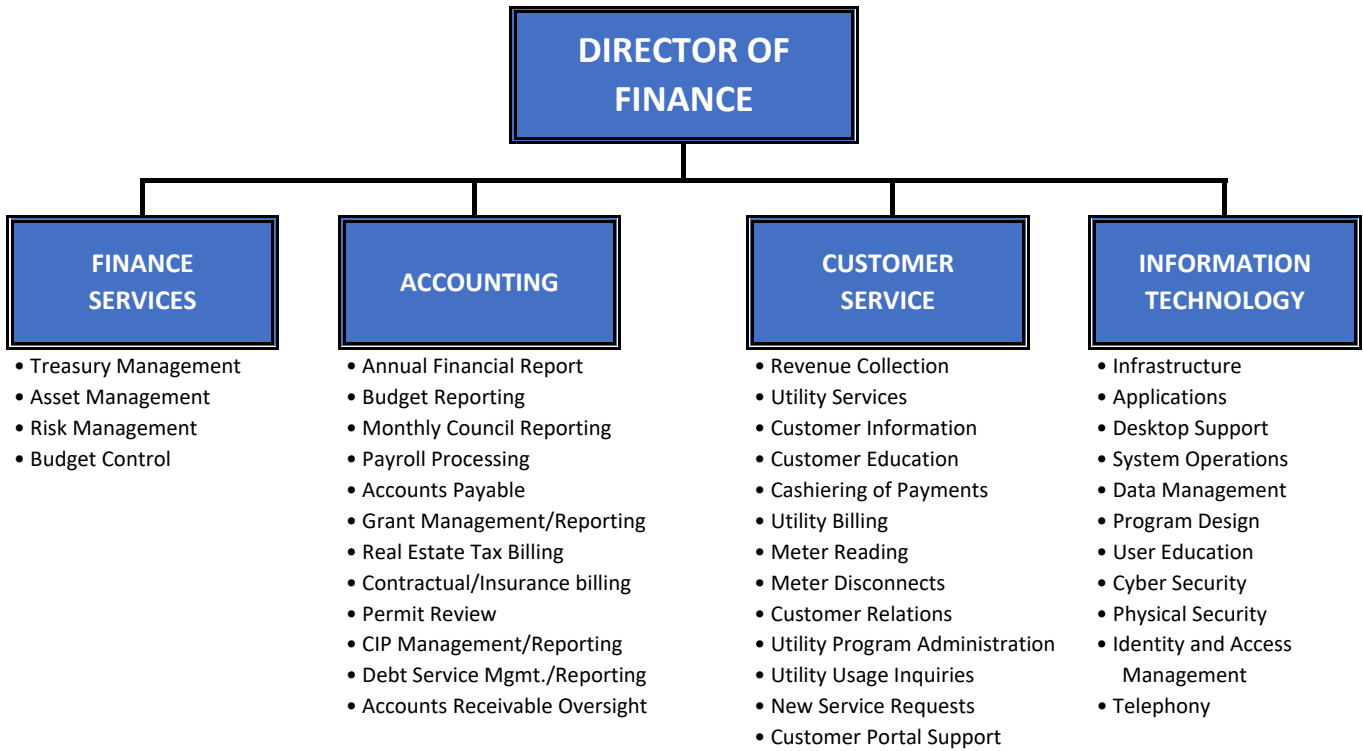
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**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
ORGANIZATIONAL CHART**



**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2022 DEPARTMENTAL NARRATIVE**

The City of Newark Finance Department is the centralized financial reporting and service organization comprised of Financial Management, Accounting, Budgeting, Information Technology (IT) and Payments & Utility Billing (PUB). Our function is to provide support to both our internal and external customers.

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 the City's funds. Revenues billed through the accounting office include property taxes and other miscellaneous charges. Disbursement of funds refers to the timely and accurate processing of accounts payable and payroll.

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 2021 budget for all funds totals \$94.6 million including a \$3.6 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.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2022 DEPARTMENTAL NARRATIVE**

Payments and Utility Billing (PUB):

- The Payments and Utility Billing program is responsible for providing assistance to utility customers in establishing and terminating service, answering billing and service inquiries, executing the billing process for the City's electric, water, sewer and stormwater utilities, processing customer payments, managing delinquent utility accounts receivable and providing customer education and information on city operations. 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 smart meter technology. The billing volume is managed efficiently by staggering cycles into daily workflow.

Information Technology (IT):

- The 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; training and education.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2021 DEPARTMENTAL ACCOMPLISHMENTS**

Key accomplishments in 2021 include:

The Finance Department supports all projects/programs within all City departments, both directly and indirectly. Key accomplishments for 2021 include:

Accounting:

- Awarded the “Certificate of Achievement for Excellence in Financial Reporting” by the Government Officers Association (GFOA) for the 2019 Annual Comprehensive Financial Report.
- Submitted the Annual Comprehensive Financial Report for 2020 to the GFOA for consideration of the “Certificate of Achievement for Excellence in Financial Reporting”.
- Received an unmodified audit opinion and no material weaknesses based on the audit of the City’s financial statements for the year ended December 31, 2020 by CliftonLarsonAllen LLP.

Budget:

- Restored the City’s bond rating with FitchRatings from AA+ with a negative outlook, back to AA+ with a stable outlook, as the City exceeded FitchRatings’ expectations coming out of the Covid-19 pandemic and associated subsequent states-of-emergency that followed.
- Continue to work on preserving the financial health of the City from the impact of the Coronavirus and subsequent states of emergencies. Worked with state, county, and federal stakeholders to ensure the City of Newark is kept relevant in all conversations at all levels of government.
- Successfully secured a \$783,000 grant from the State to fund the solar project at the Newark Reservoir.
- Established the Renewable Energy Program to help the City reach its sustainability goals as presented in the Sustainability Plan.
- Worked with directors throughout the year to help find the resources needed to fund departmental budgetary shortfalls as they occurred during the year. The budgets of all departments were reduced for 2021 due to the impact of Covid-19.

Payments and Utility Billing (PUB):

- Continued partnership with DEMEC and Efficiency Smart to provide low-cost/no-cost energy efficiency services to the City’s electric customers.
- Continued the relationship between Catholic Charities and Efficiency Smart requiring energy education from Efficiency Smart prior to releasing City funds.
- Worked with the Delaware State Housing Authority to promote the rental and utility assistance program to our residents in need of financial assistance brought on by Covid-19.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2021 DEPARTMENTAL ACCOMPLISHMENTS**

Payments and Utility Billing (PUB) - continued:

- Implemented a “call-back” feature to reduce hold times and provide customers an option to receive a call back from customer service staff to avoid waiting on hold.
- Work with our utility customers to create payment arrangements and acquire grant eligibility to help our residents and commercial customers impacted by COVID to get back on their feet financially.
- Incorporated bilingual letters and courtesy calls to residents.
- Actively recruited and filled two key vacant Customer Service Representative I positions in order to maintain the high level of customer service excellence our customers are accustomed to.
 - Remote training successfully conducted during COVID.
- Cloud-based PUBs manual recreated allowing approved users to update as required to keep up to date.
- Worked with IT in the Harris Northstar Customer Information System (CIS), Customer Connect and mCare upgrades in January and September. Harris Northstar is the system used by the City to manage our water, sewer, and electric utilities.
- Worked with Accounting, IT, and Communications with the implementation of the Renewable Energy Program.
- Implemented a new bill automation process between Northstar and Compass in June.

Information Technology (IT) Applications:

- Upgraded Harris Northstar Customer Information System (CIS), Customer Connect and mCare in January and September. Harris Northstar is the system used by the City to manage our water, sewer, and electric utilities.
- Implemented the Renewable Energy Program to Northstar CIS in May/June.
- Implemented a new bill automation process between Northstar and Compass in June.
- Migrated Munis, Tyler Content Manager and Cashiering to Tyler Technologies Software as a Service (SaaS) solution in June. This method of software delivery is a cloud-based platform which provided an additional level of security to the City’s accounting system.
- Converted from Authorize.net to Paymentus for Tyler applications (September) in order to reduce and streamline the multiple numbers of payment processors used by the City.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2021 DEPARTMENTAL ACCOMPLISHMENTS**

Information Technology (IT) Applications - continued:

- Implemented optical mark reading (OMR) on bill print to indicate multiple pages and if return envelopes were needed for mailing (September). Our current method of sending utility bills does not recognize if a bill has multiple pages or if a return envelope is necessary, the implementation of OMR on the utility bill will allow for the mail machine to identify whether to stuff multiple pages or if a return envelope is needed.
- Implemented journal entry workflow, saving time and eliminating paper for the Accounting division. (by end of year).
- Expanded Employee Self Service (ESS) Open Enrollment to include additional benefit options (Sept/Oct) to ease administration of the program for both Human Resources and our employees.
- Implemented Munis AP Payment Manager (Oct/Nov). This program simplifies the AP Cash Disbursements process by combining the selection of invoices to be paid, printing of checks, EFT processing and posting of the cash disbursement journal into one easy and convenient program.
- Implemented Northstar's Automation Platform (Nov/Dec) in order to provide workflow efficiencies for the Payment and Utility Billing group, creating a better overall customer experience for our end-users.
- Upgraded Tyler Cashiering to version 2020, using Tyler Identity, eliminating the necessity for additional username/password (Nov/Dec). Our current version of Tyler Cashiering does not support a single sign on solution which requires users to utilize additional username/password.

Information Technology (IT) Infrastructure:

- Rolled out multi-factor authentication (MFA) to municipal employees further securing the city's network.
- Established a Mobile Device Management (MDM) systems allowing us to centrally configure and control city owned mobile devices.
- Updated nearly all Windows workstations (version 1909) bringing them all back under support.
- Enhanced our asset management and tracking capabilities through new processes.
- Produced and published training videos covering common problems and questions.
- Upgraded our anti-virus and content filtering applications to modern standards.
- Worked with Verizon to upgrade most of our remaining copper phone lines to fiber.
- City of Newark WIFI Refresh Rebuild and Enhancements.
- Redesigned the WIFI Network to allow for a Separate WIFI Management network and replaced Municipal and Police WIFI networks with new Access Points to enhanced coverage.
- Strengthened WIFI security by building a Radius server for authentication.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2021 DEPARTMENTAL ACCOMPLISHMENTS**

Information Technology (IT) Infrastructure – continued:

- Worked with the vendor on implementation of the police body cameras, in-car cameras, and interview room cameras; which included a new secure and isolated network.
- Configured Cradle Point Management for the Police Department in their private cloud.
- Restored two core switches due to hardware failures with minimal downtime and no loss of Data.
- Worked with the vendor and the Applications Support team to transition to Tyler’s SaaS offering. Established a Secure Data Tunnel for the Traffic of Tyler Munis Data to and from our production network to Tyler’s cloud network.
- Assisted in the move of the Parking Office to its new location, which consisted of the moving of fiber, terminating network connections, and building a new data closet.
- Worked with Electric to deploy new cameras on the James Hall and Pomeroy Trails.
- Configured a new backup network for physical servers in the data center.
- Upgraded our remote access solution, removed the physical appliance, transitioned it to a virtual machine and enabled multi-factor authentication.
- Installed and configured a new password reset server.
- Worked with Electric and the vendor to deploy a new Electric SCADA system.
- Worked with PWWR to establish a server patch schedule that will minimize down time and interruption to their business.
- Migrated most department files to OneDrive for Business and SharePoint. Trained the members of the departments that were transitioned on those technologies.
- Set up automation scripts intended to make onboarding new employees less cumbersome and more accurate.
- Configured a remote power rebooter for the PD ringdown line to the University of Delaware PD with a graphical front end that can be operated by the police reducing the need for them to call out support if the device needs to be rebooted after hours.
- Created a utility for GIS admins to restart relevant services on the GIS servers.
- Upgraded our ticket and asset management system.
- Established an application store front that allows for self-service installations of pre-approved applications.

**CITY OF NEWARK, DELAWARE
FINANCE DEPARTMENT
2022 DEPARTMENTAL GOALS**

Goals for 2022 include:

- Maintain national recognition for excellence in financial reporting from the Government Finance Officers Association for the City's 2021 Annual Comprehensive Financial Report.
- Become the first municipality in the state to prepare a Popular Annual Financial Report (PAFR). The GFOA established the PAFR Program in 1991 to encourage and assist state and local governments to extract information from their comprehensive annual financial report to produce high-quality popular annual financial reports specifically designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance.
- Support the City Manager with fiscal solutions to support the services and programs citizens expect and deserve through the development and implementation of a long-range plan to close the operating budget gap while maintaining or extending service delivery to the public.
- 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.
- Prepare an annual operating budget and a five-year capital improvement program to meet Charter requirements 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.
- Maximize the usage of the Utility Billing software to improve utility information management, accurately capture utility consumption and revenue figures, record and account for income from utility sales, build reliable statistics for use in utility budgeting and forecasting, and provide responsive and courteous customer service in the pursuit of service excellence.
- Work with the Council, the City Manager, Department Directors, the State, County, and our residents on determining the best use for the American Rescue Plan Act (ARPA) funds.
- Ensure a skilled, responsive, and innovative Finance and Information Technology team that keeps current with evolving business-critical technologies, while providing high quality customer service.

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FINANCE DEPARTMENT

2022 BUDGET DOCUMENTS

**2022 OPERATING BUDGET
FINANCE DEPARTMENT**

EXECUTIVE SUMMARY

EXPENDITURE BUDGET					
Object Level Detail:	FY2021 Appr'd	FY2022 Rec'd	FY2021 Appr'd vs. FY2022 Rec'd	% +/- over FY2021 Appr'd	Comments
Full-time Wages	991,919	998,208	6,289	0.63%	*Step increases and advancements which were partially offset by a reduction to our Customer Service Clerk I allocations. This reduction is a result of employee turnover and the replacements budgeted step levels.
Part-time Wages	29,117	33,294	4,177	14.35%	*Step increases and advancements
Other Wages	41,611	47,216	5,605	13.47%	*FY22 overall increase is largely due to an additional \$4,500 allocated to item 6620 (Overtime). The before-mentioned employee turnover also caused a reduction of \$1,275 to 6580 (Service Award) and a \$2,380 increase to 6590 (Sick Pay).
Benefits	624,275	668,077	43,802	7.02%	*FY22 increase is largely due to increases of \$3,736 to item 6941 (Defined Contribution 401(a) Plan) and \$40,476 to item 6960 (Group Hospitalization).
Personnel Services	\$ 1,686,922	\$ 1,746,795	59,873	3.55%	*Sum of above listed wages and benefits
Materials and Supplies	\$ 24,550	\$ 23,850	(700)	-2.85%	*FY22 decrease of \$700 is largely due to a reduction of \$1,500 to item 7150 (Office Supplies). This reduction was partially offset by an increase of \$900 to item 7131 (Information Technology Supplies). See Appendix A for additional 7131 - IT Supplies detail.
Contractual Services	\$ 223,596	\$ 323,619	100,023	44.73%	*Impacting the FY22 increase are City-Wide changes related to our insurance coverage. Insurance lines increased by a total of \$5,872. Additionally, a new contractual item 8201 (Invoice Printing) was added for \$60,000. Increases of \$18,000 to item 8040 (Merchant Fees and Discounts), \$9,468 to item 8131 (Information Technology Contractual) and \$6,450 to item 8550 (Miscellaneous Contracted Services) were added in 2022. See Appendix A for additional 8131 - IT Contractual detail.
Other - Depreciation	\$ 61,584	\$ 65,470	3,886	6.31%	*Finance Calculation
Other Expenditures	\$ 15,800	\$ 15,800	-	0.00%	*No change from FY2021 to FY2022.
Subtotal:	\$ 2,012,452	\$ 2,175,534	\$ 163,082	8.10%	
Inter-Dept. Charges	\$ (1,735,747)	\$ (2,034,121)	(298,374)	17.19%	*Reflects the cost share of City overhead which includes: Finance and Accounting, Electricity Used, Information Technology, Mailroom and Postage, Printing and Reproduction, Records and Utility Billing.
Total Operating Expenses:	\$ 276,705	\$ 141,413	\$ (135,292)	-48.89%	
Full-time Positions	13	13	0		*No change in FTE from FY2021 to FY2022.



FINANCE DEPARTMENT

2022 OPERATING EXPENDITURES

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department

Summary:

FINANCE DEPARTMENT - SUMMARY	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
<u>OPERATING EXPENSES</u>								
Personnel Services	\$ 1,377,380	\$ 1,541,637	\$ 1,633,541	\$ 1,704,067	\$ 1,686,922	\$ 1,746,795	\$ 59,873	3.5%
Materials and Supplies	144,657	147,513	22,593	26,868	24,550	23,850	(700)	-2.9%
Contractual Services	197,343	386,465	176,773	193,544	223,596	323,619	100,023	44.7%
Other Charges	286,078	130,432	55,692	75,174	77,384	81,270	3,886	5.0%
Subtotal	\$ 2,005,458	\$ 2,206,047	\$ 1,888,599	\$ 1,999,653	\$ 2,012,452	\$ 2,175,534	\$ 163,082	8.1%
Inter-Dept. Charges	(1,703,370)	(1,887,687)	(1,781,338)	(1,687,056)	(1,735,747)	(2,034,121)	(298,374)	17.2%
Total Operating Expenses	\$ 302,088	\$ 318,360	\$ 107,261	\$ 312,597	\$ 276,705	\$ 141,413	\$ (135,292)	-48.9%

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

PERSONNEL SERVICES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
0111102	6020 Supervisory	\$ 204,209	\$ 222,394	\$ 235,287	\$ 254,508	\$ 250,858	\$ 258,329	\$ 7,471	3.0%
0111102	6040 Accounting	267,078	266,942	286,339	282,318	285,057	295,697	10,640	3.7%
0111102	6050 Information Technology	57,841	61,760	65,096	71,433	74,507	78,687	4,180	5.6%
0111102	6060 Customer Service	333,804	342,592	357,148	370,794	381,497	365,495	(16,002)	-4.2%
0111102	6580 Service Award	8,874	9,706	12,236	13,495	14,618	13,343	(1,275)	-8.7%
0111102	6590 Sick Pay	6,956	6,410	12,245	5,473	7,693	10,073	2,380	30.9%
0111102	6600 Part-Time	11,552	38,516	6,990	28,096	29,117	33,294	4,177	14.3%
0111102	6620 Overtime	3,461	16,132	20,634	19,953	17,500	22,000	4,500	25.7%
0111102	6880 Uniform Allowance	120	-	-	-	-	-	-	0.0%
0111102	6885 Device Reimbursement	-	1,800	1,800	1,800	1,800	1,800	-	0.0%
0111102	6920 Unemployment Comp. Ins.	4,775	3,979	4,092	4,578	4,156	4,156	-	0.0%
0111102	6930 Social Security Taxes	65,939	70,420	71,755	76,702	77,662	78,714	1,052	1.4%
0111102	6940 City Pension Plan	114,739	145,076	166,190	189,579	168,178	165,810	(2,368)	-1.4%
0111102	6941 Defined Contribution 401(a) Plan	24,055	26,929	31,230	33,502	34,863	38,599	3,736	10.7%
0111102	6950 Term Life Insurance	3,688	3,929	4,864	4,723	4,994	4,195	(799)	-16.0%
0111102	6960 Group Hospitalization Ins.	206,801	238,876	265,212	253,015	264,071	304,547	40,476	15.3%
0111102	6961 Long-Term Disability Ins.	1,454	1,548	2,034	2,031	2,160	1,214	(946)	-43.8%
0111102	6962 Dental Insurance	13,041	12,567	13,292	12,426	12,825	14,289	1,464	11.4%
0111102	6963 Flexible Spending Account	420	630	662	583	567	567	-	0.0%
0111102	6964 Health Savings Account	-	-	-	-	-	3,000	3,000	100.0%
0111102	6965 Post-Employment Benefits	40,848	61,954	65,744	69,250	43,534	40,160	(3,374)	-7.8%
0111102	6966 Retirement Health Savings Account	6,221	6,896	7,916	8,414	8,658	10,164	1,506	17.4%
0111102	6967 Emergency Room Reimbursements	800	1,837	2,000	705	1,884	1,884	-	0.0%
0111102	6968 Vision Insurance Premiums	704	744	775	689	723	778	55	7.6%
TOTAL PERSONNEL SERVICES		\$ 1,377,380	\$ 1,541,637	\$ 1,633,541	\$ 1,704,067	\$ 1,686,922	\$ 1,746,795	\$ 59,873	3.5%

**FINANCE DEPARTMENT
WAGE AND SALARY BUDGET - 2022**

TITLE	UNION AFFILIATION	GRADE	2021 # OF POSITIONS	2021 AS AMENDED	2022 # OF POSITIONS	2022 AS PROPOSED	POSITION DIFFERENCE	\$ DIFFERENCE	% CHANGE
FULL TIME POSITIONS									
Director of Finance	MGMT	33	1.0	\$ 136,402	1.0	\$ 139,276	0.0	\$ 2,874	2.1%
Deputy Director of Finance	MGMT	29	1.0	\$ 114,456	1.0	\$ 119,053	0.0	\$ 4,597	4.0%
Payments & Utility Billing Manager	MGMT	21	1.0	\$ 83,370	1.0	\$ 87,341	0.0	\$ 3,971	4.8%
Accountant II	CWA F/T	18	2.0	\$ 170,107	2.0	\$ 174,222	0.0	\$ 4,115	2.4%
PUB System Support Analyst	CWA F/T	18	1.0	\$ 74,507	1.0	\$ 78,687	0.0	\$ 4,180	5.6%
Financial Analyst	CWA F/T	14	1.0	\$ 60,844	1.0	\$ 64,302	0.0	\$ 3,458	5.7%
Finance Assistant	CWA F/T	13	1.0	\$ 54,106	1.0	\$ 57,173	0.0	\$ 3,067	5.7%
Utility Billing Technician	CWA F/T	13	1.0	\$ 70,678	1.0	\$ 71,789	0.0	\$ 1,111	1.6%
Customer Service Clerk II	CWA F/T	11	1.0	\$ 65,444	1.0	\$ 66,471	0.0	\$ 1,027	1.6%
Customer Service Clerk I	CWA F/T	10	3.0	\$ 162,005	3.0	\$ 139,894	0.0	\$ (22,111)	-13.6%
Total Full-Time Positions			13.0	\$ 991,919	13.0	\$ 998,208	0.0	\$ 6,289	0.6%
PART-TIME FUNDING									
Finance Assistant	CWA P/T			\$ 29,117		\$ 33,294		\$ 4,177	14.3%
Total Part-Time Funding				\$ 29,117		\$ 33,294		\$ 4,177	14.3%
OTHER									
Service Award				\$ 14,618		\$ 13,343		\$ (1,275)	-8.7%
Sick Pay				\$ 7,693		\$ 10,073		\$ 2,380	30.9%
Overtime				\$ 17,500		\$ 22,000		\$ 4,500	25.7%
Device Reimbursements				\$ 1,800		\$ 1,800		\$ -	0.0%
Total Other				\$ 41,611		\$ 47,216		\$ 5,605	13.5%
Total All			13.0	\$ 1,062,647	13.0	\$ 1,078,718	0.0	\$ 16,071	1.5%

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

MATERIALS AND SUPPLIES							2017	2018	2019	2020	2021 BUDGET	2022	\$ DIFFERENCE	% DIFFERENCE
							ACTUAL	ACTUAL	ACTUAL	ACTUAL	AS AMENDED	BUDGET	FROM 2021-22	FROM 2021-22
0111103	7130	Tools,Field Sup.,Small Equip.	\$ 254	\$ 449	\$ 373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	0.0%
0111103	7131	Information Technology Supplies	2,087	127	-	10,284	1,250	2,150	900	72.0%				
0111103	7150	Office Supplies	4,675	5,574	5,413	2,230	8,000	6,500	(1,500)	-18.8%				
0111103	7160	Books, Periodicals, Etc.	-	-	190	-	300	200	(100)	-33.3%				
0111103	7170	Postage	113,419	121,954	-	-	-	-	-	0.0%				
0111103	7180	Billing & Collec. Supplies	18,439	14,603	16,586	14,354	15,000	15,000	-	0.0%				
0111103	7200	Copying Supplies	5,174	4,806	-	-	-	-	-	0.0%				
0111103	7550	Miscellaneous Supplies	609	-	31	-	-	-	-	0.0%				
TOTAL MATERIALS & SUPPLIES			\$ 144,657	\$ 147,513	\$ 22,593	\$ 26,868	\$ 24,550	\$ 23,850	\$ (700)	-2.9%				

CONTRACTUAL SERVICES							2017	2018	2019	2020	2021 BUDGET	2022	\$ DIFFERENCE	% DIFFERENCE
							ACTUAL	ACTUAL	ACTUAL	ACTUAL	AS AMENDED	BUDGET	FROM 2021-22	FROM 2021-22
0111104	8020	Advertising	\$ 430	\$ -	\$ 556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	0.0%
0111104	8030	Casualty Insurance	6,496	5,664	5,395	5,776	14,790	20,810	6,020	40.7%				
0111104	8032	Insurance - Auto	535	1,030	995	1,086	1,433	1,624	191	13.3%				
0111104	8033	Insurance - Broker	476	631	650	656	3,287	3,232	(55)	-1.7%				
0111104	8035	Insurance - Worker's Compensation	-	-	1,846	2,378	2,550	2,400	(150)	-5.9%				
0111104	8040	Merchant Fees and Discounts	12,630	14,118	22,128	30,019	12,000	30,000	18,000	150.0%				
0111104	8050	Phone/Communications	2,757	926	848	80	-	-	-	0.0%				
0111104	8131	Information Technology Cont'l	54,964	51,604	36,111	31,618	32,819	42,287	9,468	28.8%				
0111104	8170	Auditing Fees	59,500	53,305	54,489	59,530	62,000	62,225	225	0.4%				
0111104	8201	Invoice Printing	-	-	-	-	-	60,000	60,000	100.0%				
0111104	8300	Mach. & Equip. Maintenance	9,653	5,935	-	-	-	-	-	0.0%				
0111104	8312	Fleet & Facilities Services	26,467	241,174	36,702	44,084	61,167	61,041	(126)	-0.2%				
0111104	8550	Misc. Contracted Svc.	23,435	12,078	17,053	18,317	33,550	40,000	6,450	19.2%				
TOTAL CONTRACTUAL SERVICES			\$ 197,343	\$ 386,465	\$ 176,773	\$ 193,544	\$ 223,596	\$ 323,619	\$ 100,023	44.7%				

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department

Expenditures:

OTHER CHARGES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
0111105	9010 Bad Debt Expense	\$ 130,271	\$ 3,413	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
0111105	9020 Mileage & Small Bus. Exp.	1,005	636	682	-	800	800	-	0.0%
0111105	9060 Depreciation Expense	133,457	106,260	36,538	73,177	61,584	65,470	3,886	6.3%
0111105	9070 Training & Continuing Educ/Conf	21,345	20,123	18,472	1,997	15,000	15,000	-	0.0%
TOTAL OTHER CHARGES		\$ 286,078	\$ 130,432	\$ 55,692	\$ 75,174	\$ 77,384	\$ 81,270	\$ 3,886	5.0%

INTER-DEPT. CHARGES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
	Finance	\$ (506,611)	\$ (566,797)	\$ (552,122)	\$ (659,760)	\$ (781,948)	\$ (701,304)	\$ 80,644	-10.3%
	Electricity Used	11,152	11,411	-	11,448	11,448	11,559	111	1.0%
	Information Technology	75,807	80,352	70,424	81,728	77,066	93,902	16,836	21.8%
	Mailroom and Postage	-	8	1,422	1,416	1,651	1,493	(158)	-9.6%
	Printing and Reproduction	(4,681)	(4,348)	427	278	477	477	-	0.0%
	Records	-	1,810	1,852	2,142	2,017	2,230	213	10.6%
	Utility Billing	(1,279,037)	(1,410,123)	(1,303,341)	(1,124,308)	(1,046,458)	(1,442,478)	(396,020)	37.8%
TOTAL INTER-DEPT. CHARGES		\$ (1,703,370)	\$ (1,887,687)	\$ (1,781,338)	\$ (1,687,056)	\$ (1,735,747)	\$ (2,034,121)	\$ (298,374)	17.2%

OPERATING EXPENSES - FINANCE DEPARTMENT		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
TOTAL OPERATING EXPENSES		\$ 302,088	\$ 318,360	\$ 107,261	\$ 312,597	\$ 276,705	\$ 141,413	\$ (135,292)	-48.9%

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**FINANCE DEPARTMENT
INFORMATION TECHNOLOGY DIVISION**

2022 BUDGET DOCUMENTS

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET
FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION**

EXECUTIVE SUMMARY

EXPENDITURE BUDGET					
Object Level Detail:	FY2021 Appr'd	FY2022 Rec'd	FY2021 Appr'd vs. FY2022 Rec'd	% +/- over FY2021 Appr'd	Comments
Full-time Wages	659,394	682,101	22,707	3.44%	*Step increases and advancements
Other Wages	25,912	27,516	1,604	6.19%	*FY22 overall increase is a result of small increases of \$820 to line item 6580 (Service Award), \$384 to line item 6590 (Sick Pay) and \$400 for line item 6621 (Shift Differential).
Benefits	354,263	386,531	32,268	9.11%	*FY22 increase is largely due to increases of \$1,959 to line item 6930 (Social Security Taxes), \$4,097 to line item 6940 (City Pension) and \$27,567 to line item 6960 (Group Hospitalization).
Personnel Services	\$ 1,039,569	\$ 1,096,148	56,579	5.44%	*Sum of above listed wages and benefits
Materials and Supplies	\$ 44,900	\$ 42,500	(2,400)	-5.35%	*FY22 decrease of \$2,400 is due to a reduction of \$12,900 to line item 7136 (Software). This decrease was partially offset by an additional \$10,500 being added to line item 7130 (Tools, Field Supplies and Small Equipment. See Appendix B for additional IT Materials and Supplies detail.
Contractual Services	\$ 546,997	\$ 536,447	(10,550)	-1.93%	*FY22 decreased in large part due to a reduction of \$40,942 to line item 8136 (Subscription Services [Software or SAAS]). Impacting the FY22 decrease are City-Wide changes related to our insurance coverage. Insurance lines increased by a total of \$3,434. Additionally, the overall decrease was partially offset due to increases of \$19,593 to line item 8137 (Leased Equipment [Contractual]) and \$7,049 to line item 8312 (Fleet and Facilities Services) which were added in 2022.
Other - Depreciation	\$ 82,466	\$ 259,206	176,740	214.32%	*Finance Calculation
Other Expenditures	\$ 5,000	\$ 20,600	15,600	312.00%	*FY22 increase is due to \$15,600 additional funding being added to line item 9070 (Training).
Subtotal:	\$ 1,718,932	\$ 1,954,901	\$ 235,969	13.73%	
Inter-Dept. Charges	\$ (1,718,932)	\$ (1,954,901)	(235,969)	13.73%	*Reflects the cost share of City overhead which includes: Billing and Accounting, Electricity Used, Information Technology, Other Indirect Charges and Printing and Reproduction.
Total Operating Expenses:	\$ -	\$ -	\$ -	0.00%	
Full-time Positions	8	8	0		*No change in FTE from FY2021 to FY2022.

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET
FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION**

EXECUTIVE SUMMARY (continued)

CAPITAL IMPROVEMENT PLAN (CIP)		
Project ID:	Project Description:	Comments
<u>New projects</u>		
I2201	Network Enhancement Project	New Project added in 2022-2026 Capital Improvement Program
I2202	Remote Access System	New Project added in 2022-2026 Capital Improvement Program
I2203	Virtual Environment Upgrade	New Project added in 2022-2026 Capital Improvement Program
I2204	Data Protection	New Project added in 2022-2026 Capital Improvement Program
I2205	Tropos Mesh Network Replacement	New Project added in 2022-2026 Capital Improvement Program
I2206	Upgrade Server OS and Migrate Applications to New Server	New Project added in 2022-2026 Capital Improvement Program
I2207	Virtualize MDM Server and Migrate Database to Postgres	New Project added in 2022-2026 Capital Improvement Program
<u>Ongoing projects</u>		
I2101	Council Chambers Audio Visual Upgrade	Approved carryover funding from 2021. Project scheduled to be completed by EOY 2021
I1902	Tyler Technologies Cash Management Module	Approved carryover funding from 2021. Project scheduled to be completed by EOY 2021
I1801	Citywide Fiber (Phase II)	Project listed in 2022-2026 CIP - (Est. Completion Date: 2022)
I1804	Harris Automation Platform	Project listed in 2022-2026 CIP - (Est. Completion Date: 2022)
I1603	Surveillance Camera Refresh	Approved carryover funding from prior to 2021. Project scheduled to be completed by EOY 2021



**FINANCE DEPARTMENT
INFORMATION TECHNOLOGY DIVISION**

2022 OPERATING EXPENDITURES

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Summary:

INFORMATION TECHNOLOGY DIVISION - SUMMARY	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
<u>OPERATING EXPENSES</u>								
Personnel Services	\$ 1,206,088	\$ 982,275	\$ 844,320	\$ 1,055,315	\$ 1,039,569	\$ 1,096,148	\$ 56,579	5.4%
Materials and Supplies	45,807	29,901	25,803	32,451	44,900	42,500	(2,400)	-5.3%
Contractual Services	372,480	532,849	388,003	440,873	546,997	536,447	(10,550)	-1.9%
Other Charges	83,389	114,784	151,244	65,438	87,466	279,806	192,340	219.9%
Subtotal	\$ 1,707,764	\$ 1,659,809	\$ 1,409,370	\$ 1,594,077	\$ 1,718,932	\$ 1,954,901	\$ 235,969	13.7%
Inter-Dept. Charges	(1,707,764)	(1,659,809)	(1,409,370)	(1,594,077)	(1,718,932)	(1,954,901)	(235,969)	13.7%
Total Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Expenditures:

PERSONNEL SERVICES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
0111162	6020 Supervisory	\$ 183,526	\$ 142,353	\$ 146,638	\$ 204,184	\$ 201,630	\$ 209,214	\$ 7,584	3.8%
0111162	6050 Information Technology	598,626	469,438	371,678	441,471	457,764	472,887	15,123	3.3%
0111162	6080 Clerical	27,429	-	-	-	-	-	-	0.0%
0111162	6580 Service Award	9,092	6,636	7,191	8,070	8,851	9,671	820	9.3%
0111162	6590 Sick Pay	1,567	2,436	1,757	2,577	3,661	4,045	384	10.5%
0111162	6615 Interns	1,456	-	-	-	-	-	-	0.0%
0111162	6620 Overtime	9,232	5,744	11,275	5,898	8,000	8,000	-	0.0%
0111162	6621 Shift Differential	-	-	77	307	-	400	400	100.0%
0111162	6880 Uniform Allowance	545	-	-	-	-	-	-	0.0%
0111162	6885 Device Reimbursement	-	4,400	4,600	5,300	5,400	5,400	-	0.0%
0111162	6920 Unemployment Comp. Ins.	4,733	2,509	2,333	2,509	2,378	2,378	-	0.0%
0111162	6930 Social Security Taxes	61,617	45,530	39,012	48,193	49,240	51,199	1,959	4.0%
0111162	6940 City Pension Plan	81,887	87,176	77,260	98,451	59,663	63,760	4,097	6.9%
0111162	6941 Defined Contribution 401(a) Plan	27,424	24,997	18,954	27,614	28,634	29,584	950	3.3%
0111162	6950 Term Life Insurance	2,988	3,164	3,315	3,780	3,185	2,753	(432)	-13.6%
0111162	6960 Group Hospitalization Ins.	145,021	129,695	113,247	150,009	165,982	193,549	27,567	16.6%
0111162	6961 Long-Term Disability Ins.	1,189	1,120	1,150	1,385	1,486	863	(623)	-41.9%
0111162	6962 Dental Insurance	9,862	7,993	6,280	7,793	8,540	9,338	798	9.3%
0111162	6963 Flexible Spending Account	163	284	252	357	315	315	-	0.0%
0111162	6964 Health Savings Account	2,625	4,500	3,000	3,000	3,000	1,500	(1,500)	-50.0%
0111162	6965 Post-Employment Benefits	28,482	36,958	30,320	36,082	23,003	22,420	(583)	-2.5%
0111162	6966 Retirement Health Savings Account	7,736	6,511	5,224	7,107	7,215	7,236	21	0.3%
0111162	6967 Emergency Room Reimbursements	400	400	400	800	1,161	1,161	-	0.0%
0111162	6968 Vision Insurance Premiums	488	431	357	428	461	475	14	3.0%
TOTAL PERSONNEL SERVICES		\$ 1,206,088	\$ 982,275	\$ 844,320	\$ 1,055,315	\$ 1,039,569	\$ 1,096,148	\$ 56,579	5.4%

**FINANCE DEPARTMENT
WAGE AND SALARY BUDGET - 2022
INFORMATION TECHNOLOGY DIVISION**

TITLE	UNION AFFILIATION	GRADE	2021 # OF POSITIONS	2021 AS AMENDED	2022 # OF POSITIONS	2022 AS PROPOSED	POSITION DIFFERENCE	\$ DIFFERENCE	% CHANGE
FULL TIME POSITIONS									
IT Infrastructure Manager	MGMT	28	1.0	\$ 112,114	1.0	\$ 114,476	0.0	\$ 2,362	2.1%
IT Applications Manager	MGMT	23	1.0	\$ 89,516	1.0	\$ 94,738	0.0	\$ 5,222	5.8%
IT Network Admin II	CWA F/T	21	1.0	\$ 94,346	1.0	\$ 95,828	0.0	\$ 1,482	1.6%
IT Systems Admin I	CWA F/T	21	2.0	\$ 183,559	2.0	\$ 190,166	0.0	\$ 6,607	3.6%
IT System and Security Admin	CWA F/T	19	1.0	\$ 77,860	1.0	\$ 79,113	0.0	\$ 1,253	1.6%
IT Application Support Analyst	CWA F/T	16	1.0	\$ 54,509	1.0	\$ 57,601	0.0	\$ 3,092	5.7%
Desktop Support Lead	CWA F/T	12	1.0	\$ 47,490	1.0	\$ 50,179	0.0	\$ 2,689	5.7%
Total Full-Time Positions			8.0	\$ 659,394	8.0	\$ 682,101	0.0	\$ 22,707	3.4%
OTHER									
Service Award				\$ 8,851		\$ 9,671		\$ 820	9.3%
Sick Pay				\$ 3,661		\$ 4,045		\$ 384	10.5%
Overtime				\$ 8,000		\$ 8,000		\$ -	0.0%
Shift Differential				\$ -		\$ 400		\$ 400	100.0%
Device Reimbursements				\$ 5,400		\$ 5,400		\$ -	0.0%
Total Other				\$ 25,912		\$ 27,516		\$ 1,604	6.2%
Total All			8.0	\$ 685,306	8.0	\$ 709,617	0.0	\$ 24,311	3.5%

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Expenditures:

MATERIALS AND SUPPLIES										\$ DIFFERENCE	% DIFFERENCE						
										FROM 2021-22	FROM 2021-22						
0111163	7130	Tools, Field Sup., Small Equip.	\$	29,625	\$	23,311	\$	23,174	\$	27,914	\$	27,000	\$	37,500	\$	10,500	38.9%
0111163	7136	Software		8,668		2,782		141		4,281		14,400		1,500		(12,900)	-89.6%
0111163	7150	Office Supplies		6,843		3,741		2,411		256		3,000		3,000		-	0.0%
0111163	7550	Miscellaneous Supplies		671		67		77		-		500		500		-	0.0%
TOTAL MATERIALS & SUPPLIES			\$	45,807	\$	29,901	\$	25,803	\$	32,451	\$	44,900	\$	42,500	\$	(2,400)	-5.3%

CONTRACTUAL SERVICES										\$ DIFFERENCE	% DIFFERENCE						
										FROM 2021-22	FROM 2021-22						
0111164	8020	Advertising	\$	720	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	0.0%
0111164	8030	Casualty Insurance		3,503		2,758		2,428		2,599		8,764		12,331		3,567	40.7%
0111164	8033	Insurance - Broker		238		315		325		328		1,948		1,915		(33)	-1.7%
0111164	8035	Insurance - Worker's Compensation		-		-		1,231		1,585		1,700		1,600		(100)	-5.9%
0111164	8050	Phone/Communications		5,219		2,636		1,990		2,867		2,904		3,220		316	10.9%
0111164	8136	Subscription Services (Software or SAAS)		190,401		207,357		190,056		142,358		259,020		218,078		(40,942)	-15.8%
0111164	8137	Leased Equipment (Contractual)		77,270		176,489		118,192		204,840		158,180		177,773		19,593	12.4%
0111164	8300	Mach. & Equip. Maintenance		-		1,292		-		-		-		-		-	0.0%
0111164	8312	Fleet & Facilities Services		13,178		111,020		16,337		19,976		20,481		27,530		7,049	34.4%
0111164	8550	Misc. Contracted Svc.		81,951		30,982		57,444		66,320		94,000		94,000		-	0.0%
TOTAL CONTRACTUAL SERVICES			\$	372,480	\$	532,849	\$	388,003	\$	440,873	\$	546,997	\$	536,447	\$	(10,550)	-1.9%

**CITY OF NEWARK, DELAWARE
2022 OPERATING BUDGET**

General Fund - Finance Department - Information Technology Division

Expenditures:

OTHER CHARGES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
0111165	9020 Mileage & Small Bus. Exp.	\$ 233	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
0111165	9031 Information Technology Training	299	1,678	-	-	-	-	-	0.0%
0111165	9060 Depreciation Expense	48,121	95,760	127,728	63,814	82,466	259,206	176,740	214.3%
0111165	9070 Training & Continuing Educ/Conf	34,736	17,287	23,516	1,624	5,000	20,600	15,600	312.0%
TOTAL OTHER CHARGES		\$ 83,389	\$ 114,784	\$ 151,244	\$ 65,438	\$ 87,466	\$ 279,806	\$ 192,340	219.9%

INTER-DEPT. CHARGES		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
	Billings and Accounting	\$ 23,424	\$ 25,954	\$ 4,215	\$ 30,870	\$ 24,918	\$ 5,301	\$ (19,617)	-78.7%
	Electric Used	6,426	5,496	-	5,514	5,514	5,567	53	1.0%
	Information Technology	(1,737,769)	(1,727,792)	(1,443,968)	(1,674,312)	(1,754,514)	(2,009,682)	(255,168)	14.5%
	Other Indirect Charges	-	36,389	30,249	43,763	5,000	43,763	38,763	775.3%
	Printing and Reproduction	155	144	134	88	150	150	-	0.0%
TOTAL INTER-DEPT. CHARGES		\$ (1,707,764)	\$ (1,659,809)	\$ (1,409,370)	\$ (1,594,077)	\$ (1,718,932)	\$ (1,954,901)	\$ (235,969)	13.7%

OPERATING EXPENSES - INFORMATION TECHNOLOGY DIVISION		2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2021-22	% DIFFERENCE FROM 2021-22
TOTAL OPERATING EXPENSES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%



**FINANCE DEPARTMENT
INFORMATION TECHNOLOGY DIVISION**

2022-2026 CAPITAL IMPROVEMENT PROGRAM

CITY OF NEWARK, DELAWARE
CAPITAL IMPROVEMENTS PROGRAM 2022-2026
(with current year amended budget)

CAPITAL PROJECTS FUND - FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION

FUNDING SUMMARY

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 2,437,155	\$ 100,000	\$ -	\$ -	\$ -	\$ 2,537,155
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 2,437,155	\$ 100,000	\$ -	\$ -	\$ -	\$ 2,537,155

*Prior Authorized Balance includes 2021 carryover funding only.

PROJECT NUMBER	PROJECT NAME	*	2021	2022		2022	2023	2024	2025	2026	TOTAL
			BUDGET AS AMENDED	RESERVES AND OTHER FUNDING	CURRENT FUNDING						
I2201	Network Enhancement Project	B	\$ -	\$ 205,000	\$ -	\$ 205,000	\$ -	\$ -	\$ -	\$ -	205,000
I2202	Remote Access System	D	-	140,000	-	140,000	-	-	-	-	140,000
I2203	Virtual Environment Upgrade	D	-	250,000	-	250,000	-	-	-	-	250,000
I2204	Data Protection	B	-	225,000	-	225,000	100,000	-	-	-	325,000
I2205	Tropos Mesh Network Replacement	D	-	1,300,000	-	1,300,000	-	-	-	-	1,300,000
I2206	Upgrade Server OS and Migrate Applications to New Server	D	-	52,155	-	52,155	-	-	-	-	52,155
I2207	Virtualize MDM Server and Migrate Database to Postgres	D	-	50,000	-	50,000	-	-	-	-	50,000
I2101	Council Chambers Audio Visual Upgrade	D	60,000	-	-	-	-	-	-	-	-
I1902	Tyler Technologies Cash Management Module	D	17,700	-	-	-	-	-	-	-	-
I1801	Citywide Fiber (Phase II)	B	-	-	140,000	140,000	-	-	-	-	140,000
I1804	Harris Automation Platform	D	55,000	-	75,000	75,000	-	-	-	-	75,000
I1603	Surveillance Camera Refresh	B	-	-	-	-	-	-	-	-	-
Total General Fund - Information Technology Division			\$ 132,700	\$ 2,222,155	\$ 215,000	\$ 2,437,155	\$ 100,000	\$ -	\$ -	\$ -	\$ 2,537,155

PLANNED FINANCING SOURCES												
GROSS CAPITAL IMPROVEMENTS	\$	132,700	\$	2,222,155	\$	215,000	\$	2,437,155	\$	100,000	\$	2,537,155
LESS: USE OF RESERVES		(29,222)		-		-		-		-		-
VEHICLE & EQUIPMENT REPLACEMENT		-		(117,000)		-		(117,000)		-		(117,000)
GRANTS		-		-		-		-		-		-
BOND ISSUES		-		-		-		-		-		-
AMERICAN RESCUE PLAN ACT		(48,478)		(2,105,155)		-		(2,105,155)		(100,000)		(2,205,155)
OTHER FINANCING SOURCES		-		-		-		-		-		-
NET CAPITAL IMPROVEMENTS	\$	55,000	\$	-	\$	215,000	\$	215,000	\$	-	\$	215,000

* Justification Codes:
A - Return on Investment
B - Public Safety
C - Community Health
D - Efficiency/Other



PROJECT NO: I2201
PROJECT TITLE: Network Enhancement Project
PROJECT STATUS: New Project

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ 205,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ 205,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	2 - High Priority Level
<i>Critical need to remediate failing service, prevent failure, or generate savings</i>	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	7
Est. Total Cost:	\$ 205,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 205,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 205,000
TOTAL PROJECT COST		\$ 205,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
Replace aged equipment and build additional redundancy in to the city's network. The proposed solution would replace the network spine, the server core, municipal user core and the police user core. Parts of our network infrastructure are several years beyond the expected life span. Our core switches were replaced last year by our third party warranty company with used equipment that is older than the switches that failed.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	205,000	-	-	-	-	\$ 205,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ 205,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I2202
PROJECT TITLE: Remote Access System
PROJECT STATUS: New Project

*Prior Authorized Balance includes 2021 carryover funding only.

FUNDING SUMMARY:	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	4 - Medium
This project is a NEED and not a WANT, but no significant risk in the deferral of this item	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 140,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 140,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 140,000
TOTAL PROJECT COST		\$ 140,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
The city currently maintains two separate VPN solutions due to incompatibilities between some line of business applications and our primary VPN. This tends to create confusion among our users and additional workload for the IT staff. The proposed solution would consolidate the service to a single software based solution provided by NetMotion.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	140,000	-	-	-	-	\$ 140,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I2203
PROJECT TITLE: Virtual Environment Upgrade
PROJECT STATUS: New Project

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	2 - High Priority Level
	<i>Critical need to remediate failing service, prevent failure, or generate savings</i>
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 250,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 250,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 250,000
TOTAL PROJECT COST		\$ 250,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
Transition from Microsoft's Hyper-V to VMware allowing for better integration with the rest of the Dell product and services stack. As a result, workloads will be more portable and therefore more resilient. The proposed solution includes a Dell VxRail E560F with 4 nodes running production workloads and 2 nodes dedicated to disaster recovery. Along with 2 Dell PowerEdge R540 servers. This system is built entirely on flash storage. Our current servers will be 6 years old at the time of completion. The factory warranty expired in 2020.
**Please be advised that \$67,000 in available Equipment Replacement Funds were closed out in previous Capital Project "I1601 - Virtual Environment Host Replacement" and are now included with this new project.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	67,000	-	-	-	-	\$ 67,000
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	183,000	-	-	-	-	\$ 183,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I2204
PROJECT TITLE: Data Protection
PROJECT STATUS: New Project

*Prior Authorized Balance includes 2021 carryover funding only.

FUNDING SUMMARY:	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 225,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 325,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 225,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 325,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	2 - High Priority Level
	<i>Critical need to remediate failing service, prevent failure, or generate savings</i>
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2023
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 325,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 325,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 325,000
TOTAL PROJECT COST		\$ 325,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
Transition our backup and recovery systems to modern services, applications and hardware specifically designed to aid in recovery from malicious actors as well as hardware failure. The recommended solution includes two Dell 48TB DP4400 appliances as well as a 36TB Cyber Recovery Environment. Our current servers will be 9 years old but the time of completion. The factory warranty expired in 2016.
**Please be advised that \$50,000 in available Equipment Replacement Funds were closed out in previous Capital Project "I1606 - Disaster Recovery and Planning" and are now included with this new project.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	50,000	-	-	-	-	\$ 50,000
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	175,000	100,000	-	-	-	\$ 275,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 325,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I2205
PROJECT TITLE: Tropos Mesh Network Replacement
PROJECT STATUS: New Project

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	2 - High Priority Level
<i>Critical need to remediate failing service, prevent failure, or generate savings</i>	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	10
Est. Total Cost:	\$ 1,300,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 1,300,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 1,300,000
TOTAL PROJECT COST		\$ 1,300,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
Our current fleet of mesh radios and routers are scheduled to reach the end of their service life on June 30, 2023. These devices provide the backhaul for smart meter data to city hall. A replacement for that backhaul needs to be researched, identified and implemented before the end of service date. We intend to use the expanded city wide fiber network to accommodate that data though gaps in coverage are likely. We will need to develop another strategy for those gaps. Estimate is based upon the cost of current devices which make up the network.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	1,300,000	-	-	-	-	\$ 1,300,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I2206
PROJECT TITLE: Upgrade Server OS and Migrate Applications to New Server
PROJECT STATUS: New Project

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 52,155	\$ -	\$ -	\$ -	\$ -	\$ 52,155
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 52,155	\$ -	\$ -	\$ -	\$ -	\$ 52,155

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	3 - Medium-High
The City would be taking a calculated risk in the deferral of this item	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 52,155
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ² :	\$ 52,155

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 52,155
TOTAL PROJECT COST		\$ 52,155

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:	
The City will be upgrading the operating system on two application and one database server from 2012R2 to 2019. The current OS will be end of life in 2023. This upgrade will require technical assistance from the vendor to migration the Northstar CIS, mCare, eDocs and SQL to the new servers.	
The vendor will:	
<ul style="list-style-type: none"> • Backup the database from the existing production server. • Restore backup and configure database access to new application server. • Install Northstar CIS on new server. • Install mCare V6 and eDocs on new server and redirect to new Northstar CIS server. • Install Northstar Navs and configure access to CustomerConnect TEST and new mCare server. • Perform installation sanity testing prior to turning the system over to the City for validation. • Provide dedicated support during migration testing. • Perform go live cut over. • Redirect CustomerConect to new Northstar server upon go live. • Create Northstar, mCare and eDocs TEST instances on new TEST servers. • Provide post live support for ten (10) business days. 	

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	52,155	-	-	-	-	\$ 52,155
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 52,155	\$ -	\$ -	\$ -	\$ -	\$ 52,155
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					TOTAL
					2022	2023	2024	2025	2026	
					-	-	-	-	-	\$ -



PROJECT NO: I2207
PROJECT TITLE: Virtualize MDM Server and Migrate Database to Postgres
PROJECT STATUS: New Project

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	3 - Medium-High
The City would be taking a calculated risk in the deferral of this item	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2022
Est. Completion Date:	2022
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 50,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 50,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 50,000
TOTAL PROJECT COST		\$ 50,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:	
Our meter data management application is currently running on an aged physical server. The City would like to move from a physical to a virtual environment for this server. We would also like to migrate the database from Oracle to Postgres. The move from physical to virtual will save the City on our current server extended warranty as well as oracle support and licensing fees.	

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	50,000	-	-	-	-	\$ 50,000
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET	OPERATING IMPACT:				2022	2023	2024	2025	2026	TOTAL
	INCREMENTAL COSTS (NET SAVINGS)				-	-	-	-	-	\$ -



PROJECT NO: I2101
PROJECT TITLE: Council Chambers Audio Visual Upgrade
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	City Hall / Council Chambers
PROJECT PRIORITY:	2 - High Priority Level
<i>Critical need to remediate failing service, prevent failure, or generate savings</i>	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Sustainable Community

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2021
Est. Completion Date:	2021
Est. Useful Life (in years):	10
Est. Total Cost:	\$ 60,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ 60,000
% Complete (if underway):	100.0%
Balance to be funded ¹ :	\$ -

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

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

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:

Council chambers AV upgrade will allow the City to conduct meetings within the Council Chambers, providing citizens the option to attend in either in person or virtually. The current system does not allow for the proper recordation of meetings with an audience that is participating BOTH remotely and in person. The new system will also have recording benefits not previously available (presentation with speaker), and also provide real-time subtitles of all who are speaking during the meeting, allowing our hearing impaired attendees to participate. The new AV system will run on the Microsoft TEAMS platform. Project responsibility is as follows:

Responsibility	Kinly	City of Newark
Millwork Adjustments		X
Electrical and Data		X
Conduit, Back Boxes, Floor Boxes and Cable Pathways		X
Plywood Backing, Strapping and Hard Points		X
Audio Visual Cabling	X	
Audio Visual Cable Terminations	X	
Audio Visual Equipment Decommission and Relocation	X	
Control System and DSP Programming	X	
Audio Visual System Testing and Commissioning	X	
Audio Visual System Customer Training	X	

*Please note, \$11,522.00 in Capital Reserves was transferred from Capital Project A1801 - Government Access Channel, to Capital Project I2101 - Council Chambers Audio Visual Upgrade. These funds are the remaining balance of the one-time grant from Comcast that the City received in the amount of \$31,520.00.

PROJECT FINANCING BY PLAN YEAR

§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	11,522	-	11,522	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	48,478	-	48,478	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT:										
INCREMENTAL COSTS (NET SAVINGS)					2,270	2,270	2,270	2,270	2,270	\$ 11,350



PROJECT NO: I1902
PROJECT TITLE: Tyler Technologies Cash Management Module
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Municipal Building
PROJECT PRIORITY:	4 - Medium
<small>This project is a NEED and not a WANT, but no significant risk in the deferral of this item</small>	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2019
Est. Completion Date:	2021
Est. Useful Life (in years):	10
Est. Total Cost:	\$ 17,700
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ 17,700
% Complete (if underway):	100.0%
Balance to be funded ¹ :	\$ -

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

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

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
<p>Tyler Technologies Cash Management Module will provide the Finance department with:</p> <ul style="list-style-type: none"> • Disbursement and check reconciliation functions from accounts payable and payroll • A separate file for recording bank account transactions including pooled cash, investment detail files and debt detail files • A tool for cash flow forecasting for any cash account or date range, which provides the option to integrate with accounting system transactions to provide a budget vs. actual cash flow file • Bank Reconciliation, which reconciles Munis cash accounts (book balance) with their corresponding bank accounts (bank balance) <p>2021 Estimate: \$17,700.00</p>

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	17,700	-	17,700	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ 17,700	\$ -	\$ 17,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					1,845	4,041	4,041	4,041	4,041	\$ 18,009



PROJECT NO: I1801
PROJECT TITLE: Citywide Fiber (Phase II)
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	City-Wide
PROJECT PRIORITY:	4 - Medium
<i>This project is a NEED and not a WANT, but no significant risk in the deferral of this item</i>	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Healthy & Active Community

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2018
Est. Completion Date:	2022
Est. Useful Life (in years):	10
Est. Total Cost:	\$ 140,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 140,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 140,000
TOTAL PROJECT COST		\$ 140,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
The 2017 Fiber Installation Project was a major success. Our surveillance cameras, SCADA systems, Buildings and other networked connections are now running on the Phase I network that has been installed. This project signals a continuation of the build-out to install Fiber to areas such as South College Avenue near I95, to the South Well Field Water Plant and to the George Wilson Center. While fiber to these areas is recommended for additional Police surveillance needs, there are a multitude of other solutions that are possible with these extensions, including but not limited to SCADA integration, WiFi and parking management. There would be minimal offset cost as currently two of these areas are utilizing Comcast services to provide access.
Currently scheduled for 2022 (\$140,000) - Extension of existing fiber network to 3 main areas: South College Avenue towards I95 interchange - In reviewing crime data, Newark PD has investigated (107) robberies from January 2015 to July 2018; (25) robberies have occurred on S. College Ave. The PD has installed a LPR in the vicinity which has proven valuable and the PD submits cameras in the vicinity would complement investigative and preventive efforts – as there are no City controlled surveillance camera assets along the corridor. Currently, investigators rely on private entities for video evidence which is often limited to the interior of their business or property and provides limited coverage and investigative leads. Sourced: Capt. Michael Van Campen
South Well Field for SCADA New London Road (George Wilson Center) for additional cameras and to connect facility to core network.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	140,000	-	-	-	-	\$ 140,000
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					2022	2023	2024	2025	2026	TOTAL
OPERATING IMPACT: INCREMENTAL COSTS (NET SAVINGS)					-	-	-	-	-	\$ -



PROJECT NO: I1804
PROJECT TITLE: Harris Automation Platform
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	Municipal Building
PROJECT PRIORITY:	5 - Low
This project is a NEED and not a WANT, but it can start in year two of this CIP or later	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Not Applicable

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2018
Est. Completion Date:	2022
Est. Useful Life (in years):	5
Est. Total Cost:	\$ 130,000
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ 55,000
% Complete (if underway):	42.3%
Balance to be funded ¹ :	\$ 75,000

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

PROJECT COST BY CATEGORY		
CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:		\$ -
Materials:		\$ -
Other Contracts:	3063006.9622	\$ 75,000
TOTAL PROJECT COST		\$ 75,000

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:	
Harris NorthStar (and associated applications) is used for Utility Billing and Smart-Meter Utility Management. It has been recommended by the vendor, and vetted by staff, that implementing an automation platform would substantially improve efficiency in processing utility billing. This would eliminate much of the manual efforts that our Payments and Utility Billing Team handle daily.	
Would be used to automate many tasks currently performed manually, such as:	
<ul style="list-style-type: none"> - Billing Improvements including Validation Procedures and Processes - Credit Control – Late Payment Penalties and Disconnect Notices - Preauthorized Payments (PAP) 	

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	55,000	-	55,000	\$ -	75,000	-	-	-	-	\$ 75,000
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ 55,000	\$ -	\$ 55,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET	OPERATING IMPACT:				2022	2023	2024	2025	2026	TOTAL
	INCREMENTAL COSTS (NET SAVINGS)				-	-	-	-	-	\$ -

I1804: Harris Automation Platform
Supporting Documentation - Page 1
 5 Year Cost of Ownership for Newark

Subscription VS Perpetual Cost Difference

Subscription	\$ 102,382.00	
Perpetual	\$ 79,280.00	
	\$ 181,662.00	Total Savings Over 5 Years

Current Subscription Pricing for AP CORE

Professional Services	\$ 21,945.00	
Year 1 Subscription	\$ 15,000.00	
Year 2 Subscription	\$ 15,525.00	
Year 3 Subscription	\$ 16,068.00	
Year 4 Subscription	\$ 16,631.00	
Year 5 Subscription	\$ 17,213.00	
	\$ 102,382.00	Total Cost

Current Perpetual Pricing for AP Core

License & Services	\$ 46,020.00	
Year 1 Maintenance	\$ 6,019.00	
Year 2 Maintenance	\$ 6,320.00	
Year 3 Maintenance	\$ 6,636.00	
Year 4 Maintenance	\$ 6,968.00	
Year 5 Maintenance	\$ 7,317.00	
	\$ 79,280.00	Total Cost

*7% increase to maintenance applied as an example.



PROJECT NO: I1603
PROJECT TITLE: Surveillance Camera Refresh
PROJECT STATUS: In Progress (with end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2021 carryover funding only.

	2022	2023	2024	2025	2026	Total 5 Year
New Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-2026 Funding:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL BUDGET - PROJECT DETAIL	
DEPARTMENT:	Finance
DIVISION:	Information Technology
FUND:	Capital Projects
PROJECT LOCATION:	City-Wide
PROJECT PRIORITY:	3 - Medium-High
The City would be taking a calculated risk in the deferral of this item	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Healthy & Active Community

§ 806.1(3) SUMMARY OF PROJECT DATA	
First Year in Program:	2016
Est. Completion Date:	2021
Est. Useful Life (in years):	10
Est. Total Cost:	\$ 110,593
Est. Spend @ 12/31/2021 (if underway) ¹ :	\$ 110,593
% Complete (if underway):	100.0%
Balance to be funded ² :	\$ -

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

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

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

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:
IMPACTED DEPARTMENT/DIVISION: Newark Police Department
The City of Newark surveillance cameras and network are showing their age. Most of the cameras are at least 8 years old and we are starting to see them fail with regularity. It is IT's recommendation that the cameras be replaced over a period between 5 and 6 years to ensure optimum functionality and savings on repair.
Project began in 2017 and expected completion in 2021 Replacing 5 traffic cameras per year (total of 30 cameras - 10 replaced in 2017)
Axis Q6045-C PTZ Dome 60Hz Network Camera 30 Cameras - \$123,000.00 + Installation - \$60,000.00 + OnSSI Licensing - \$12,000.00 = \$195,000.00 (Original Total Project Cost)
Originally when this project was budgeted the City had planned to outsource the installation. When the project began in 2017, we utilized City staff for installation resulting in savings of approximately \$13,000.00 the first year. Due to these savings, the City was able to replace 10 cameras per year as opposed to the 5 that was originally planned. No cameras were replaced in 2018, however in 2019 we replaced 10 cameras and plan to replace the remaining 10 cameras in 2021.
*Please note, following the 2021 budgeted replacements, the cost of camera replacement will be in the operating budget.

PROJECT FINANCING BY PLAN YEAR										
§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 03/31/21	Estimated Expenditures 04/01/21 - 12/31/21	Estimated Authorized Balance ² 12/31/21	2022	2023	2024	2025	2026	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	-	-	-	-	-	\$ -
CAPITAL RESERVES	59,677	-	59,677	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ 59,677	\$ -	\$ 59,677	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET	OPERATING IMPACT:				2022	2023	2024	2025	2026	TOTAL
	INCREMENTAL COSTS (NET SAVINGS)				-	-	-	-	-	\$ -



FINANCE DEPARTMENT

APPENDICES

CITY OF NEWARK, DELAWARE
 FINANCE DEPARTMENT
 APPENDIX A - OBJECT CODE 7131 AND 8131 - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT

Code	2022 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
7131	Bill Scanners - Tyler	One Time	-	900.00	900.00	Printer Maintenance
7131	Printer Maintenance - Allocated	Annual	1,250.00	1,250.00	-	Printer Maintenance
8131	Printer Maintenance - Allocated	Annual	1,250.00	1,250.00	-	Printer
8131	Crystal Reports Server Annual Maintenance - Allocated	Annual	800.00	800.00	-	Report Generation Software (Utility Billing)
8131	Tyler Technologies Munis Annual Maintenance - Allocated	Annual	18,696.46	28,045.14	9,348.68	Tyler Technologies Munis - Finance and Accounting, Taxes, Permitting, Licenses, Work Order Management
8131	Tyler Technologies PACE - Allocated	Annual	4,995.00	4,995.00	-	Tyler Technologies Module and Feature Upgrade Guidance and Orientation
8131	Verizon - Cellular/Data - Allocated	Monthly	480.00	480.00	-	Computer Mobile Internet Connectivity
8131	VOIP Networks - Cloud9 VOIP Subscription - Allocated	Monthly	6,597.22	6,717.00	119.78	VOIP Phone System
<i>7131 and 8131 Subtotals:</i>			<i>34,068.68</i>	<i>44,437.14</i>	<i>10,368.46</i>	
			\$ 34,069.00	\$ 44,437.00	\$ 10,368.00	

7131 Subtotal: 1,250.00 2,150.00 900.00
 8131 Subtotal: 32,819.00 42,287.00 9,468.00

CITY OF NEWARK, DELAWARE
 FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 APPENDIX B - INFORMATION TECHNOLOGY DIVISION EXPENSE DETAIL - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 MATERIALS AND SUPPLIES DETAIL

MATERIALS AND SUPPLIES		2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2020-21	DESCRIPTION
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
7130	Tools,Field Sup.,Small Equip.	14,000.00	10,000.00	(4,000.00)	Computer Hardware Accessories (Non-Leased)
7130	Tools,Field Sup.,Small Equip.	-	10,000.00	10,000.00	Camera Replacement
7130	Tools,Field Sup.,Small Equip.	1,000.00	4,000.00	3,000.00	Networking Equipment (Cabling, nano beans, etc)
7130	Tools,Field Sup.,Small Equip.	12,000.00	13,500.00	1,500.00	Server Warranty Extensions
<i>7130 Subtotal:</i>		<i>27,000.00</i>	<i>37,500.00</i>	<i>10,500.00</i>	
7130	Actual Budget Numbers	\$ 27,000.00	\$ 37,500.00	\$ 10,500.00	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
7136	Software	14,400.00	1,500.00	(12,900.00)	Computer Software Miscellaneous (Non-Subscription)
<i>7136 Subtotal:</i>		<i>14,400.00</i>	<i>1,500.00</i>	<i>(12,900.00)</i>	
7136	Actual Budget Numbers	\$ 14,400.00	\$ 1,500.00	\$ (12,900.00)	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
7150	Office Supplies	2,000.00	2,000.00	-	Office Supplies
7150	Office Supplies	1,000.00	1,000.00	-	Building Security Supplies
<i>7150 Subtotal:</i>		<i>3,000.00</i>	<i>3,000.00</i>	<i>-</i>	
7150	Actual Budget Numbers	\$ 3,000.00	\$ 3,000.00	\$ -	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
7550	Miscellaneous Supplies	500.00	500.00	-	Miscellaneous Supplies
<i>7550 Subtotal:</i>		<i>500.00</i>	<i>500.00</i>	<i>-</i>	
7550	Actual Budget Numbers	\$ 500.00	\$ 500.00	\$ -	
IT	MATERIALS AND SUPPLIES TOTALS	\$ 44,900.00	\$ 42,500.00	\$ (2,400.00)	

CITY OF NEWARK, DELAWARE
 FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 APPENDIX B - INFORMATION TECHNOLOGY DIVISION EXPENSE DETAIL - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 CONTRACTUAL SERVICES DETAIL

CONTRACTUAL SERVICES		2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2020-21	DESCRIPTION
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
8030	Casualty Insurance	8,764.00	12,331.00	3,567.00	Expense line calculated by our Finance Department
<i>8030 Subtotal:</i>		<i>8,764.00</i>	<i>12,331.00</i>	<i>3,567.00</i>	
8030	Actual Budget Numbers	\$ 8,764.00	\$ 12,331.00	\$ 3,567.00	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
8033	Insurance - Broker	1,948.00	1,915.00	(33.00)	Expense line calculated by our Finance Department
<i>8033 Subtotal:</i>		<i>1,948.00</i>	<i>1,915.00</i>	<i>(33.00)</i>	
8033	Actual Budget Numbers	\$ 1,948.00	\$ 1,915.00	\$ (33.00)	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
8035	Insurance - Worker's Compensation	1,700.00	1,600.00	(100.00)	Expense line calculated by our Finance Department
<i>8035 Subtotal:</i>		<i>1,700.00</i>	<i>1,600.00</i>	<i>(100.00)</i>	
8035	Actual Budget Numbers	\$ 1,700.00	\$ 1,600.00	\$ (100.00)	
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
8050	Phone/Communications	960.00	960.00	-	Mifi
8050	Phone/Communications	744.00	1,060.00	316.00	Landline Phones
8050	Phone/Communications	1,200.00	1,200.00	-	Fax Services
<i>8050 Subtotal:</i>		<i>2,904.00</i>	<i>3,220.00</i>	<i>316.00</i>	
8050	Actual Budget Numbers	\$ 2,904.00	\$ 3,220.00	\$ 316.00	

CITY OF NEWARK, DELAWARE
 FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 APPENDIX B - INFORMATION TECHNOLOGY DIVISION EXPENSE DETAIL - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 CONTRACTUAL SERVICES DETAIL (continued)

CONTRACTUAL SERVICES		2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2020-21	DESCRIPTION
Code	2021 IT Annual Operating Expense	2021 Budget	2022 Budget	+/- Prior Year	Description
8136	Subscription Services (Software or SAAS)	-	2,100.00	2,100.00	Aerohive Support Renewal
8136	Subscription Services (Software or SAAS)	22,990.00	18,000.00	(4,990.00)	Barracuda - Complete
8136	Subscription Services (Software or SAAS)	4,378.00	5,000.00	622.00	Bomgar Annual Maintenance
8136	Subscription Services (Software or SAAS)	3,120.00	3,120.00	-	Backup ISP 220 South Main Street (VPN and Backup ISP) \$260.00
8136	Subscription Services (Software or SAAS)	2,000.00	4,200.00	2,200.00	Dell Kace Virtual Appliances (K1000)
8136	Subscription Services (Software or SAAS)	8,050.00	8,200.00	150.00	Dell Rapid Recovery - Maintenance
8136	Subscription Services (Software or SAAS)	20,000.00	-	(20,000.00)	Dell Rapid Recovery - Disaster Recovery
8136	Subscription Services (Software or SAAS)	13,550.00	-	(13,550.00)	Dell Rapid Recovery - Disaster Recovery - Cloud
8136	Subscription Services (Software or SAAS)	44,363.00	46,000.00	1,637.00	Dell SecureWorks Intrusion Prevention, Protection and Response
8136	Subscription Services (Software or SAAS)	-	4,700.00	4,700.00	Dell Sonicwall NDA 6650 License Renewal
8136	Subscription Services (Software or SAAS)	7,500.00	-	(7,500.00)	Dell Sonicwall CFS Client License Renewal (475) & Endpoint AV Def & Updates
8136	Subscription Services (Software or SAAS)	99.00	99.00	-	Emisoft
8136	Subscription Services (Software or SAAS)	2,500.00	2,500.00	-	Esri Small Government ELA - Allocated
8136	Subscription Services (Software or SAAS)	1,100.00	2,536.46	1,436.46	GoDaddy Certificate, Hosting
8136	Subscription Services (Software or SAAS)	-	1,680.00	1,680.00	GoToMeeting
8136	Subscription Services (Software or SAAS)	1,140.00	4,980.00	3,840.00	Hosted DNS
8136	Subscription Services (Software or SAAS)	1,800.00	1,800.00	-	Kemp Load Balancer Annual Maintenance
8136	Subscription Services (Software or SAAS)	525.00	700.00	175.00	LogonBox - Access Manager Subscription
8136	Subscription Services (Software or SAAS)	15,000.00	15,000.00	-	Microsoft Azure
8136	Subscription Services (Software or SAAS)	5,000.00	5,000.00	-	Microsoft Enterprise Agreement Annual True-Up
8136	Subscription Services (Software or SAAS)	75,000.00	75,000.00	-	Microsoft Enterprise Agreement
8136	Subscription Services (Software or SAAS)	2,500.00	2,600.00	100.00	Paessler Network Monitor (PRTG)
8136	Subscription Services (Software or SAAS)	1,275.00	1,400.00	125.00	Schnieder Electric
8136	Subscription Services (Software or SAAS)	220.00	220.00	-	Solarwinds - Kiwi Kat
8136	Subscription Services (Software or SAAS)	310.00	115.00	(195.00)	Solarwinds - Sys Log
8136	Subscription Services (Software or SAAS)	2,000.00	1,500.00	(500.00)	Thycotic Secret Server Subscription
8136	Subscription Services (Software or SAAS)	3,330.00	3,675.00	345.00	Tyler Technologies PACE - Allocated
8136	Subscription Services (Software or SAAS)	16,703.00	-	(16,703.00)	Tyler Technologies Disaster Recovery
8136	Subscription Services (Software or SAAS)	400.00	400.00	-	Tyler Technologies Zipcode
8136	Subscription Services (Software or SAAS)	4,166.67	4,244.00	77.33	VOIP Networks - Cloud9 VOIP Subscription - Allocated
8136	Subscription Services (Software or SAAS)	-	3,309.00	3,309.00	Watchguard
<i>8136 Subtotal:</i>		<i>259,019.67</i>	<i>218,078.46</i>	<i>(40,941.21)</i>	
8136	Actual Budget Numbers	\$ 259,020.00	\$ 218,078.00	\$ (40,941.00)	

CITY OF NEWARK, DELAWARE
 FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 APPENDIX B - INFORMATION TECHNOLOGY DIVISION EXPENSE DETAIL - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 CONTRACTUAL SERVICES DETAIL (continued)

CONTRACTUAL SERVICES		2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2020-21	DESCRIPTION	
Code	2021 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
8137	Leased Equipment (Contractual)	Year 3 of 3	6,481.53	-	(6,481.53)	Dell Aerohive (2019-2021)
8137	Leased Equipment (Contractual)	Year 1 of 4	1,501.00	1,950.00	449.00	Replace Dell Precision 5510 (2) - Total Cost \$1263.35 (2/2017) - (2/2021)
8137	Leased Equipment (Contractual)	Year 4 of 4	61,425.47	80,000.00	18,574.53	Dell Optiplex Precision and Latitude Tablet (Mun & PD Refresh) (5/2018) - (5/2022)
8137	Leased Equipment (Contractual)	Year 4 of 5	41,273.26	41,273.26	-	Blade, SAN and DR Site Lease (2018) - (2023)
8137	Leased Equipment (Contractual)	Year 1 of 4	23,499.00	30,550.00	7,051.00	Replace Dell Optiplex Precision and Latitude (25) - (3/2020)
8137	Leased Equipment (Contractual)	Year 7 of 10	24,000.00	24,000.00	-	Leased Fiber - City Hall to Parking (Lighttower T/A Yankee Metro Parent)
<i>8137 Subtotal:</i>			158,180.26	177,773.26	19,593.00	
8137	Actual Budget Numbers		\$ 158,180.00	\$ 177,773.00	\$ 19,593.00	
Code	2021 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
8312	Fleet & Facilities Services	N/A	20,481.00	27,530.00	7,049.00	Expense line calculated by our Finance Department
<i>8312 Subtotal:</i>			20,481.00	27,530.00	7,049.00	
8312	Actual Budget Numbers		\$ 20,481.00	\$ 27,530.00	\$ 7,049.00	
Code	2021 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
8550	Misc. Contracted Svc.	As Needed	10,000.00	10,000.00	-	IT Emergency Consulting Services
8550	Misc. Contracted Svc.	As Needed	4,000.00	4,000.00	-	Microsoft Emergency Support
8550	Misc. Contracted Svc.	Annual	80,000.00	80,000.00	-	Desktop Support Staff Augmentation
<i>8550 Subtotal:</i>			94,000.00	94,000.00	-	
8550	Actual Budget Numbers		\$ 94,000.00	\$ 94,000.00	\$ -	
IT	CONTRACTUAL SERVICES TOTALS		\$ 546,997.00	\$ 536,447.00	\$ (10,549.00)	

CITY OF NEWARK, DELAWARE
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 APPENDIX B - INFORMATION TECHNOLOGY DIVISION EXPENSE DETAIL - (2021 AND 2022 BUDGET COMPARISON)

FINANCE DEPARTMENT - INFORMATION TECHNOLOGY DIVISION
 OTHER CHARGES DETAIL

OTHER CHARGES		2021 BUDGET AS AMENDED	2022 BUDGET	\$ DIFFERENCE FROM 2020-21	DESCRIPTION	
Code	2021 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
9060	Depreciation Expense	N/A	82,466.00	259,206.00	176,740.00	Expense line calculated by our Finance Department
<i>9060 Subtotal:</i>			82,466.00	259,206.00	176,740.00	
9060	Actual Budget Numbers		\$ 82,466.00	\$ 259,206.00	\$ 176,740.00	
Code	2021 IT Annual Operating Expense	Renewal	2021 Budget	2022 Budget	+/- Prior Year	Description
9070	Training & Continuing Educ/Conf		-	10,000.00	10,000.00	Conference - Infrastructure
9070	Training & Continuing Educ/Conf		-	5,600.00	5,600.00	Conference - Applications
9070	Training & Continuing Educ/Conf	Annual	1,200.00	1,200.00	-	CBT Nuggets
9070	Training & Continuing Educ/Conf	As Needed	3,800.00	3,800.00	-	Certification and Professional Training
<i>9070 Subtotal:</i>			5,000.00	20,600.00	15,600.00	
9070	Actual Budget Numbers		\$ 5,000.00	\$ 20,600.00	\$ 15,600.00	
IT	OTHER CHARGES TOTALS		\$ 87,466.00	\$ 279,806.00	\$ 192,340.00	