

# DEPARTMENT OF PUBLIC WORKS

The mission of the Department of Public Works is to operate and maintain infrastructure and facilities, provide superior services for our customers, and promote environmental sustainability.

The Department provides a wide array of services, including once a week recycling and once a week residential solid waste collection, treatment and distribution of high-quality drinking water, collection and treatment of sewage, storm water management, sweeping of all City streets, street paving and repairs, maintenance of traffic signs and signals, line striping, rodent control, snow removal, and maintenance of the City fleet and City properties.

To fulfill the mission, contact is maintained with numerous State, Federal, and regional agencies including DelDOT, DNREC, Delaware Solid Waste Authority, New Castle County Water Resources Agency, New Castle Conservation District, Department of Public Health, Delaware River Basin Commission, and the U.S. Environmental Protection Agency.

## PRIORITIES FOR FISCAL YEAR 2017

- Startup of Wilmington Co-Generation and Sludge Processing Facilities and begin operations.
- Begin preparation of RFP for long term operation of the WWTP
- Continue development of the South Wilmington Wetlands Project.
- Assess impact of Real time Control System to mitigate CSO's.
- Update CSO Long Term Control Plan.
- Continued implementation of GIS and Cityworks programs with focus on CMMS.
- Increase contractor compliance with the Roadway Cut Management legislation.
- Implementation of Cityworks permitting package with integration of L&I, FMO and Planning Departments.
- Continue hydrant testing and rehabilitation program.
- Continue valve exercising and valve repair program.
- Continue SRF funded small main replacement projects throughout the water district.
- Continue SRF funded Transmission Main Improvements throughout the water district.
- Wilmington Transit Moving Forward (WTMF) Program Development Phase 2.
- Further optimize signal-timing using counts from downtown circulation study.
- Provide ongoing coordination for our photo-enforcement programs. Select new Red Light Camera vendor.
- Use GIS data for cost-effective LED signal retrofits and DPL street light conversions. Coordinate constituent use of iFactor for seamless reporting of outages.
- Coordinate signal tie-ins with ACS, to install up to ten (10) new Red Light Cameras
- Continue program of repairing and painting elevated water storage tanks.
- Complete engineering work on the design of separate flow meters on the three force mains entering the wastewater treatment plant.
- Continue program of testing and replacing large water meters.
- Continue phased program to replace small water meters.
- Implementation of city-wide residential containerized municipal solid waste (MSW) containers.
- Study the impact of a comprehensive street clearing program.

**SUMMARY OF FUNDING FOR THE DEPARTMENT OF PUBLIC WORKS**

<b>TOTAL ALL FUNDS*</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Personal Services	15,817,921	16,082,156	17,120,053	18,212,467
Materials, Supplies & Equipment	49,922,048	48,878,819	55,457,353	59,229,552
Internal Services	6,618,457	8,054,210	6,352,654	6,411,665
Debt Service	9,562,861	8,317,700	12,325,594	10,251,151
Capitalization	(1,678,716)	(2,229,518)	(3,200,000)	(3,500,000)
Depreciation	11,034,351	11,081,186	11,034,351	11,034,351
<b>TOTAL</b>	<b>91,276,922</b>	<b>90,184,553</b>	<b>99,090,005</b>	<b>101,639,186</b>
<b>STAFFING LEVELS</b>	<b>224.00</b>	<b>223.00</b>	<b>223.00</b>	<b>223.00</b>

<b>GENERAL FUND</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Personal Services	8,550,018	8,608,772	8,969,363	9,537,186
Materials, Supplies & Equipment	6,331,982	6,220,979	7,496,673	7,918,564
Internal Services	3,219,245	3,982,356	3,350,074	3,353,692
Debt Service	3,498,747	3,319,850	4,146,820	3,967,967
<b>TOTAL</b>	<b>21,599,992</b>	<b>22,131,957</b>	<b>23,962,930</b>	<b>24,777,409</b>
<b>STAFFING LEVELS</b>	<b>122.40</b>	<b>120.65</b>	<b>120.65</b>	<b>120.65</b>

<b>WATER/SEWER FUND</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Personal Services	7,267,903	7,473,384	8,150,690	8,675,281
Materials, Supplies & Equipment	36,872,425	36,103,322	39,657,156	42,945,029
Internal Services	2,950,302	3,338,790	2,767,469	2,819,064
Debt Service	5,832,865	4,833,333	7,956,708	6,100,228
Depreciation	7,885,446	7,945,975	7,885,446	7,885,446
<b>TOTAL</b>	<b>60,808,941</b>	<b>59,694,804</b>	<b>66,417,469</b>	<b>68,425,048</b>
<b>STAFFING LEVELS</b>	<b>101.60</b>	<b>102.35</b>	<b>102.35</b>	<b>102.35</b>

\*Differs from Summary of All Funds combined – Expenditures table on page 7 due to inclusion of Internal Services funds.

<b>MOTOR VEHICLE FUND</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Materials, Supplies & Equipment	5,649,238	5,731,205	7,224,667	7,295,794
Internal Services	448,910	733,064	235,111	238,909
Debt Service	231,249	164,517	222,066	182,956
Capitalization	(1,678,716)	(2,229,518)	(3,200,000)	(3,500,000)
Depreciation	3,148,905	3,135,211	3,148,905	3,148,905
<b>TOTAL</b>	<b>7,799,586</b>	<b>7,534,479</b>	<b>7,630,749</b>	<b>7,366,564</b>
<b>STAFFING LEVELS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>MUNICIPAL STREET AID FUND</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Materials, Supplies & Equipment	1,068,403	823,313	1,078,857	1,070,165
<b>TOTAL</b>	<b>1,068,403</b>	<b>823,313</b>	<b>1,078,857</b>	<b>1,070,165</b>
<b>STAFFING LEVELS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MAJOR FUNDING CHANGES FROM PRIOR YEAR  
GENERAL FUND**

- In total, Personal Services increased by \$567,832. Regular Salaries rose by \$163,997 as a result of the Cost of Living Adjustments awarded in FY 2016, and employee anniversary step increases. Hospitalization and Pension Healthcare increased by \$306,286 and \$23,048 respectively.
- Standby Pay increased by \$67,100, due to staffing needs after normal hours to attend to emergency duty. In previous years, Standby Pay had been an unbudgeted expense charged against Regular Salaries.
- In FY 2016, the City began a four-year phase-in to appropriately charge itself for water, sewer, and stormwater services used by Departments in the General Fund. The Property Maintenance Division of the Department paid 25% of these charges in FY 2016. It will pay 50% in FY 2017, 75% in FY 2018, and 100% in FY 2019 and beyond. Starting with a base fee of just under \$1.05 million for water, sewer, and stormwater services, the 50% charge for FY 2017 to the Property Maintenance Division will be about \$527,000, an increase of almost \$264,000 from last year.
- Building Maintenance costs for the City/County building increased by \$22,472, based on a needs assessment by the building management. The City shares the building maintenance cost with New Castle County. The cost split is 70% City and 30% County.
- Wearing Apparel and Safety Supplies increased by \$24,550 to purchase new safety supplies, shoes, and T-shirts.
- Traffic Signs and Signals increased by \$12,500 to purchase the following: Count-Down PED-LEDs, traffic signal LEDs, arrow LEDs, and retro-reflective regulatory signs.
- Material and Supplies-Roads costs increased by \$42,000 to cover additional salt, sand and brine needed for winter weather events.
- Roadway Markings increased by \$17,000, mostly due to the purchase of special paint epoxy used for road markings.
- Other Noncapitalized Equipment increased by \$13,000 to purchase grass mowers, and a cart washer for sanitation use.
- Machinery and Equipment increased by \$10,000 to purchase five (5) traffic controller cabinets.
- Debt Service decreased by \$178,853. Good timing and a strong bond rating resulted in a record bond premium on the City's recent bond issuance that lowered the effective overall interest rate to just 3.18%. This is lower than the original FY 2016 budgeted interest rate of 3.5%.

**MAJOR FUNDING CHANGES FROM PRIOR YEAR  
WATER/SEWER FUND**

- In total, Personal Services increased by \$524,591. Regular Salaries rose by \$140,835 as a result of the Cost of Living Adjustments awarded in FY 2016, and employee anniversary step increases. Hospitalization and Pension Healthcare increased by \$298,983 and \$20,471 respectively.
- Standby Pay increased by \$169,800, due to staffing needs after normal hours to attend to emergency duty. In previous years, Standby Pay had been an unbudgeted expense charges against Regular Salaries.
- Electricity costs increased by \$98,700 to support 18 divisional sites for power services.
- Fuel Oil decreased by \$220,000, reflecting expected savings for fuel costs.
- In FY 2016, the City began a four-year phase-in to appropriately charge itself for water, sewer, and stormwater services used by Departments in the Water Sewer Fund. Starting with a base fee of \$233,592, the 50% charge for FY 2017 is \$116,796, an increase of \$58,398 from last year. The change is prorated through the Water System Division of the Department.
- Repairs to Equipment rose by \$1,338,000. The goal is to replace at least 6,000 of the small meters per year, at a cost of roughly \$1 million each year. The total replacement of all small meters should be completed in five years. In addition, \$285,000 was added to the account in the Water System Division to proactively maintain the boiler feed pumps, condensate return systems, heat exchanges, and associated piping at the City's filter plants.
- Repairs to Buildings and Structures increased by \$45,000 due to higher costs of maintaining structures, parking lots, sidewalks and driveways.
- Repairs to Water Lines rose by \$350,000, reflecting the expanded maintenance program for water valve maintenance and repair.
- Building Maintenance costs for the City/County building increased by \$28,140, based on a needs assessment by building management. The City shares the building maintenance cost with New Castle County. The cost split is 70% City and 30% County.
- The City's Renewable Energy Bio-solids facility (REBF) is scheduled to become fully operational late in the First Quarter of Fiscal Year 2017. The REBF is a cutting edge, renewable energy facility that will lower the City's carbon emissions, produce energy from processed Cherry island Landfill gas to power the City's Wastewater Treatment Plant, and greatly reduce the tonnage of sewer sludge to be disposed. The operation and maintenance of the REBF will be managed through a 20-year guaranteed energy savings contract with Honeywell. The Contracted Maintenance Services account in the Wastewater Treatment Division increased by \$2.1 million to cover startup costs and contingencies related to the REBF.
- The Agricultural and Landscaping account increased by \$365,000 to secure a complete environmental management services contractor to restore the pond at Cool Spring Park to its original condition and to keep it there.
- Material and Supplies-Roads costs increased by \$30,000 to cover additional salt, sand and brine needed for winter weather related events.

**MAJOR FUNDING CHANGES FROM PRIOR YEAR (Continued)**  
**WATER/SEWER FUND**

- The Indirect Cost expense to the Water/Sewer Fund rose by \$204,598, reflecting the budgeted increases in the supporting services provided to the Water/Sewer Fund's utility functions by the General fund.
- Debt Service decreased by \$1,856,480. Good timing and a strong bond rating resulted in a record bond premium on the City's recent bond issuance that lowered the effective overall interest rate to just 3.18%. This is lower than the original FY 2016 budgeted interest rate of 3.5%.

**MAJOR FUNDING CHANGES FROM PRIOR YEAR**  
**MOTOR VEHICLE FUND**

- Repairs to Equipment increased by \$40,000, mostly due to the higher cost of repairs to fleet equipment.
- Consultant Fees, pertaining to fleet management, increased by \$30,000.
- Motor Fuels and Lubricants decreased by \$404,000, reflecting expected savings for fuel costs.
- Contracted Maintenance Services increased by \$116,127, due to increases in motor vehicle fleet maintenance.