

<b>TOWN OF SOUTH BETHANY TOWN COUNCIL PUBLIC MEETING ON FY2016 DRAFT BUDGET MEETING MINUTES MARCH 13, 2015</b>
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**MEETING CALLED TO ORDER**

Mayor Voveris called the March 13, 2015, Town Council Public Meeting on FY2016 Draft Budget to order at 6:00 p.m.

**ATTENDANCE**

PRESENT: Council Members Sue Callaway, Tony Caputo, Jim Gross, George Junkin, Al Rae, Tim Saxton, and Mayor Pat Voveris; Finance Director Renee McDorman; Town Manager Melvin Cusick; Chief Troy Crowson; and Town Clerk Dee Burbage

**REMARKS AND PRESENTATION OF FY 2016 DRAFT BUDGET (TIM SAXTON AND RENEE MCDORMAN)**

Finance Director Renee McDorman projected the Town of South Bethany FY 2016 Budget PowerPoint Presentation on the overhead projector screen. The PowerPoint presentation was prepared by Finance Director McDorman and Councilman Saxton. Councilman Saxton, Treasurer and Budget and Finance Committee Chairperson, reviewed the following information in the PowerPoint presentation:

**Budget and Finance Committee Members:**

<input type="checkbox"/> Tim Saxton	<input type="checkbox"/> Steve Farrow	<input type="checkbox"/> Tony Caputo	<input type="checkbox"/> Renee McDorman
<input type="checkbox"/> Keith Krenz	<input type="checkbox"/> Jay Headman	<input type="checkbox"/> Melvin Cusick	

**FY 2016 Budget**

The following changes were made to the 1<sup>st</sup> Draft Copy of the proposed FY 2016 Budget:

**Revenue:**

The Sussex County Grant for Police (\$10,000), Administrative (\$10,000) draft, and the Sandpiper Pines Storm water Retrofit (\$136,900) will be added on the next draft

**Expenditures:****G & A**

Contributions - \$1,000 contribution for the Center of Inland Bays moved from Canal Water Quality Committee to G & A

**Public Works**

Utilities Street Lights - \$720 added for Cat Hill lighting

**CEC**

Alternative Lighting – Council decided to pay for the remaining Alternative lighting project from the FY 2015 budget utilizing the Sussex County Administrative Grant

**PRC**

Boat Parade – cost reduced to \$360

**Sea Level Rise**

SLR – Grant Match – match cost reduced from \$5,000 to \$3,000

**FY 2016 Budget Highlights**

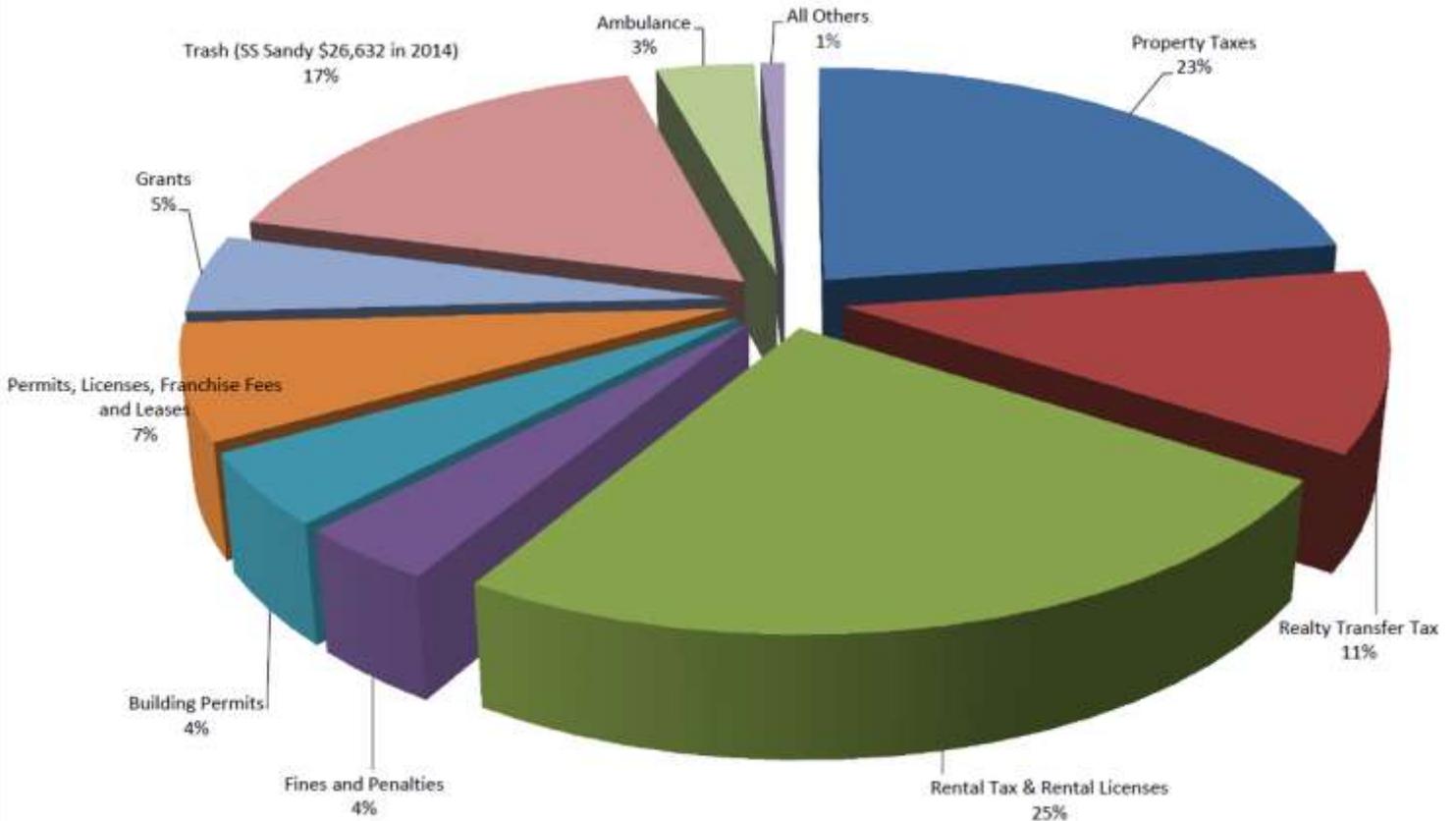
- Budget is based on current tax rate
- Budget includes a COLA of 1.6% and 2.5% step increase
- Budget is supported by approximately \$260,000 in Grants
- Budget also has Funds to be assigned by Council for future Retirement Bonus
- Council will establish 3-5 months in Operating Reserves and a Capital Asset Reserve

**FY 2015 Revenue Budget Status  
Highlights as of 02/28/15**

<u>Source</u>	<u>Budgeted</u>	<u>Actual</u>	<u>% of Budget</u>
Property Tax	\$496,942	\$503,004	101.22%
Rental Tax	\$510,000	\$511,937	100.38%
Transfer Tax*	\$350,000	\$405,218	162.09%

\*Transfer Tax was amended to increase budget from \$250,000 to \$350,000.  
Overall Revenues collected are at 109% of amended budget

**FY 2015 Revenue Budget**

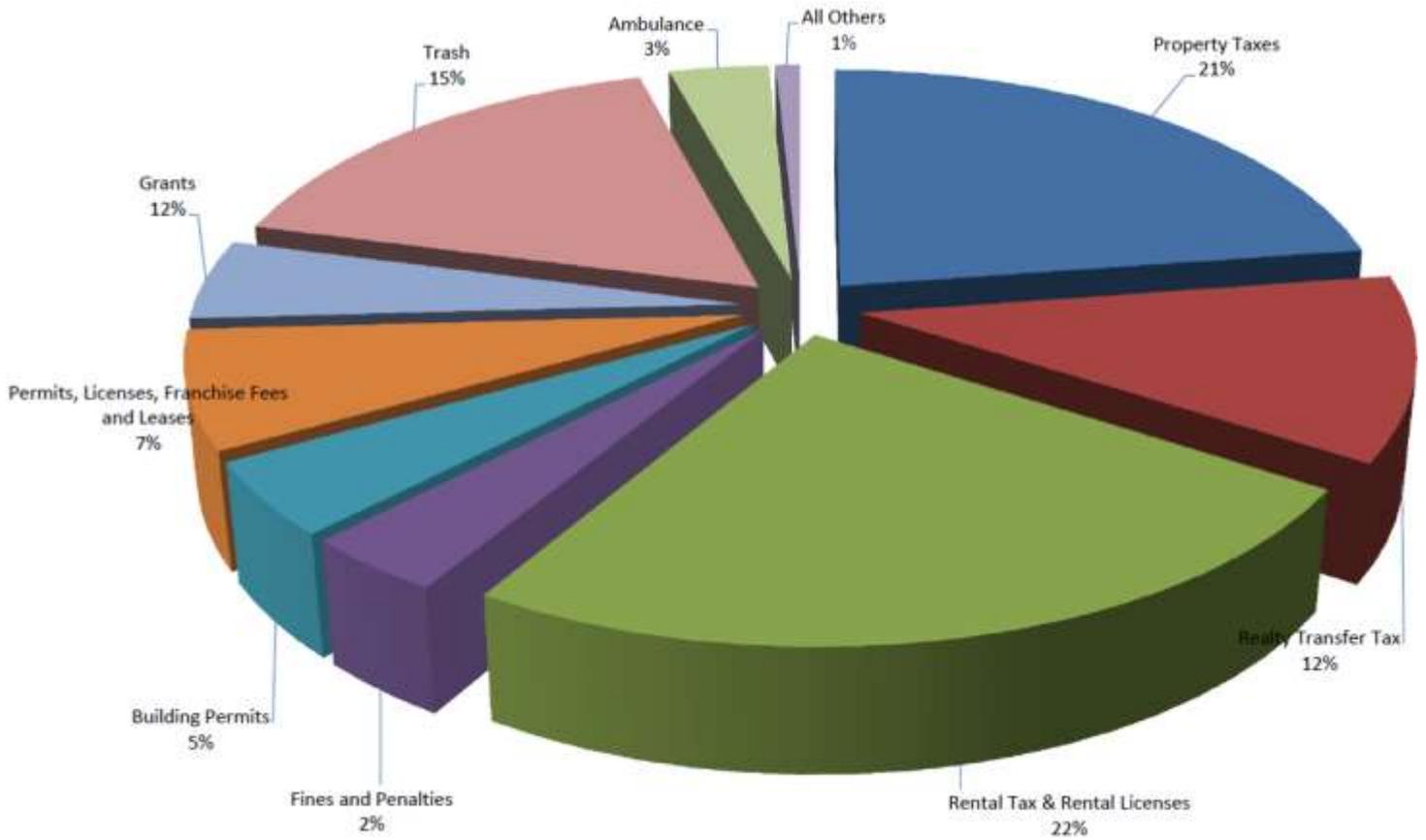


### FY 2016 Budget Revenue Projection

- No Property Tax increase (rate remains at \$1.30) \$ 507,373
- Rental Tax Revenue increased by .02% \$ 511,000
- Transfer Tax increased by 22%\* \$ 305,000
- Building Permits increased by 14% \$ 120,000

\*Over Original FY 2015 Adopted Budget

### FY 2016 Revenue Budget



**FY 2016 Revenue Budget Comparison**

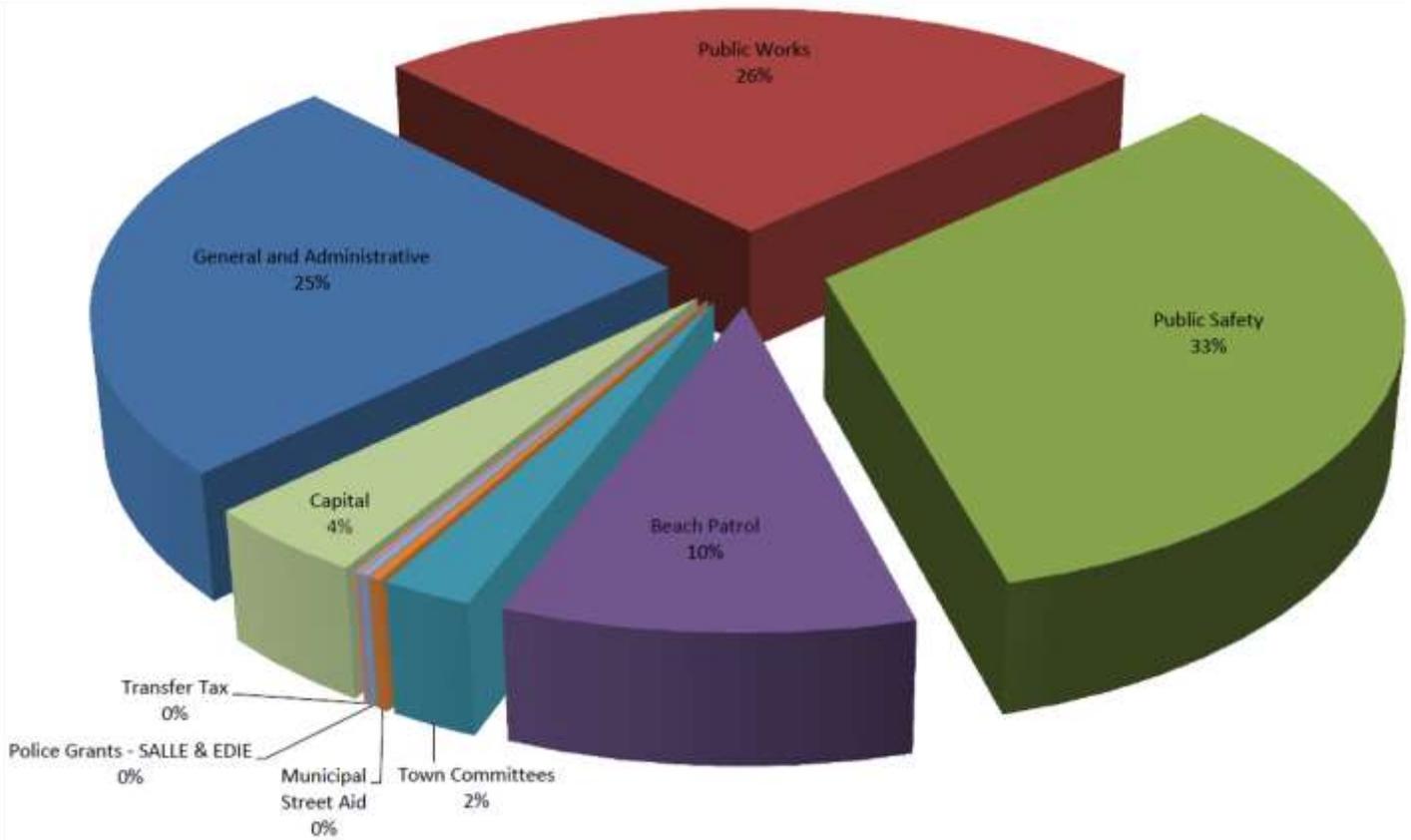
<b><u>Revenue Line Item</u></b>	<b><u>Projected Year end FY 2015</u></b>	<b><u>Projected FY 2016</u></b>
<b>Property Tax</b>	\$504,000	\$507,373
<b>Building Permits</b>	\$125,000	\$120,000
<b>RTT</b>	\$425,000	\$305,000
<b>Rental Tax</b>	\$511,500	\$511,000
<b>Magistrate Fines</b>	\$39,000	\$45,000
<b>Mercantile Licenses</b>	\$42,000	\$45,000
<b>Rental License</b>	\$30,000	\$30,000
<b>Trash Total</b>	\$346,123	\$374,683

**FY 2015 Expense Budget Status  
as of 02/28/15**

	Budget	Actual	% of Budget
General Administration	\$596,132	\$503,390	84.4%
Public Works	\$592,295	\$487,221	82.26%
Public Safety	\$882,885	\$708,062	80.20%
Beach Patrol	\$243,000	\$238,979	98.35%
CEC	\$21,575	\$4,015	18.61%
Water Quality	\$166,519	\$19,532	11.73%
SLR	\$6,300	\$2,068.36	32.83%
PRC	\$3,100	\$2,878	77.79%

Public Works includes Trash/Recycle/Yard Waste removal. All expenses are tracking to meet budget.

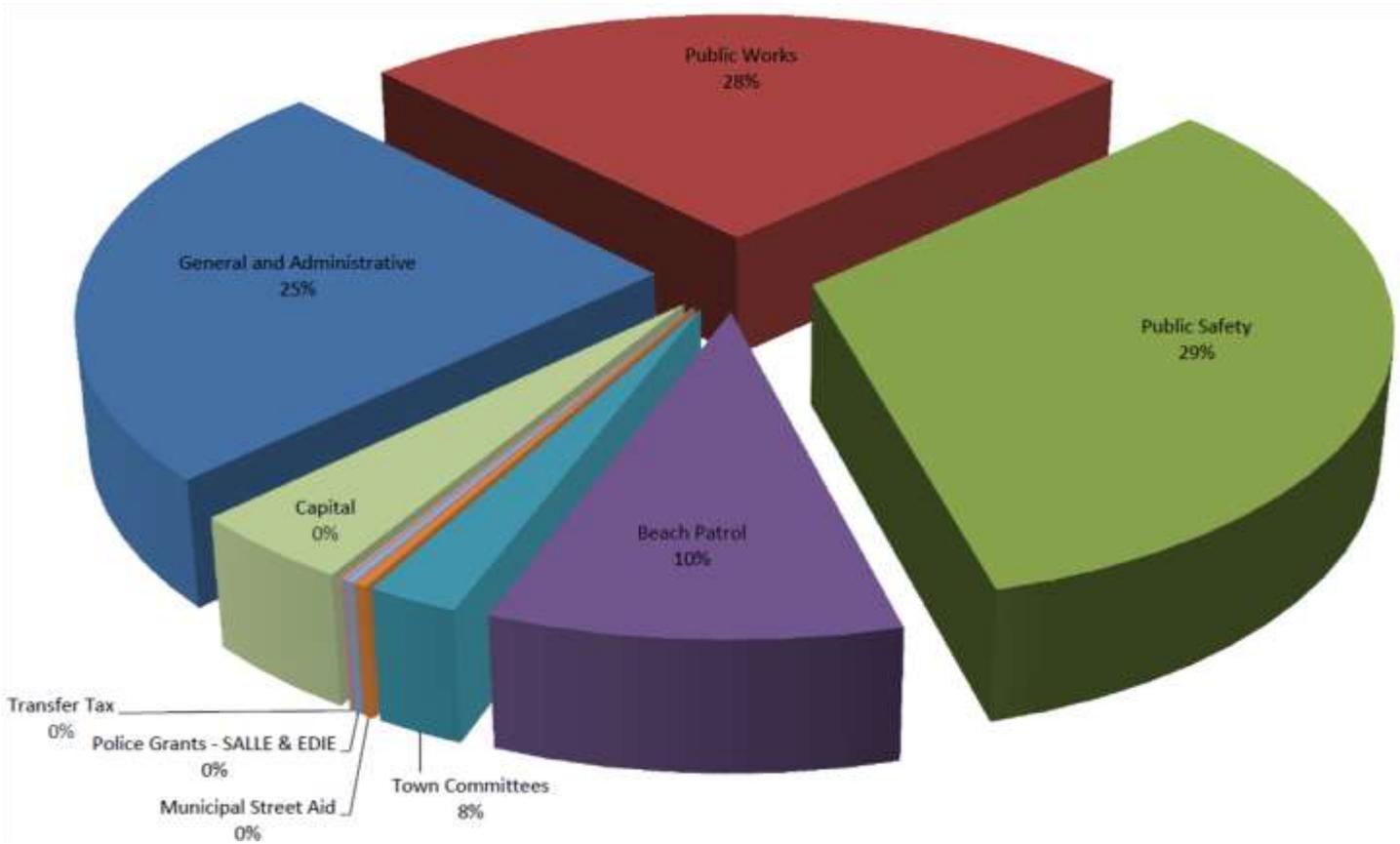
**FY 2015 Expenditure Budget**



**Proposed Operating Expenditures:**

<b>General and Administrative</b>	<b>\$617,945</b>	
<b>Public Works</b>	<b>\$234,241</b>	
<b>Public Safety</b>	<b>\$694,035</b>	
<b>Beach Patrol</b>	<b>\$232,962</b>	
<b>Community Enhancement Committee</b>	<b>\$13,300</b>	
<b>Canal Water Quality Committee</b>	<b>\$158,200</b>	
<b>Sea Level Rise Committee</b>	<b>\$9,500</b>	
<b>Public Relations Committee</b>	<b>\$5,720</b>	
<b>Municipal Street Aid</b>	<b>\$7,524</b>	
<b>Police Grants - SALLE &amp; EDIE</b>	<b>\$5,187</b>	
<b>Trash</b>	<b>\$374,683</b>	
<b>Ambulance</b>	<b>\$74,359</b>	
<b>Transfer Tax</b>	<b>\$4,500</b>	
<b>Total Operating Expenditures</b>		<b>\$2,432,156</b>

**FY 2016 Expenditure Budget**



**FY 2016 Budget  
Approved Projects**

- Sandpiper Pine Rain Garden\* \$ 136,900  
\* \$127,000 in Grant Monies
- Art Initiative Program \$ 2,500
- Re-Carpet Town Hall \$ 6,000
- Purchase New Trailer for Public Works \$ 4,000
- CWQC Grant for Circulation Study \$ 5,000
- 2 Family Movie Nights \$ 3,000

**FY 2016 Expenditure Comparison**

	FY 2015	FY 2016
General and Administrative	\$ 572,313	\$ 617,945
Public Works	\$ 224,628	\$ 234,241
Public Safety	\$ 751,243	\$ 694,035
Beach Patrol	\$ 227,426	\$ 232,962
Community Enhancement Committee	\$ 21,575	\$ 13,300
Canal Water Quality Committee	\$ 162,190	\$ 158,200
Sea Level Rise Committee	\$ 6,300	\$ 9,500
Public Relations Committee	\$ 3,700	\$ 5,720
Municipal Street Aid	\$ 3,024	\$ 7,524
Police Grants - SALLE & EDIE	\$ 7,688	\$ 5,187
Trash	\$ 366,167	\$ 374,683
Ambulance	\$ 74,677	\$ 74,359
Transfer Tax	<u>\$ 6,000</u>	<u>\$ 4,500</u>
Total Expenditures	<u>\$ 2,426,931</u>	<u>\$ 2,432,156</u>

**Next Steps**

- Consider Public Input
- Council Workshop on March 26, 2015
- Council approval of 2016 Budget at April 10, 2015, Town Council Meeting

**PUBLIC COMMENT PERIOD FOR FY 2016 DRAFT BUDGET**

The public had an opportunity to make comments and ask questions.

**ADJOURN PUBLIC MEETING ON FY 2016 DRAFT BUDGET**

A motion was made by Councilman Gross, seconded by Councilwoman Callaway, to adjourn the Town Council Public Meeting on FY 2016 Draft Budget at 6:30 p.m.