

**City Council of the Mayor and Council of New Castle
Special Council Budget Workshop Meeting
Town Hall – 201 Delaware Street
Wednesday – May 16, 2012 – 6 p.m.**

Present:

Council President William Barthel
Councilperson John Cochran
Councilperson John Gaworski
Councilperson Ted Megginson
Councilperson Teel Petty

Also present: Mayor Donald Reese, Treasurer Janet Carlin, City Administrator Cathryn Thomas,
Finance Director Marian Delaney

Council Review of Requests for the 2012/2013 City budget

Review Budget Requests

- **Senior Center**

Kat Zane, newly elected board president of the Senior Center, thanked Council for past support. She said they hope to look forward to Council's continued generosity. Council has been provided with the Senior Center's audit for the past year.

The City provides \$625 a month in the current budget.

Councilperson Megginson arrived at the meeting.

Council President Barthel asked how the Senior Center was doing with State contributions.

Officials said they are feeling good in terms of the contribution this year.

- **Mayor's Office, Board of Adjustment, Separation Day, Board of Health**

Mayor Donald Reese presented the budget line by line in each of these areas.

A discussion was held on the history of the costs associated with Board of Adjustment. The five-year average for professional fees is \$17,652 and year to date is \$4,762. The amount for the proposed budget is \$7,500. A discussion was held about using the *New Castle Weekly* for advertising instead of the *News Journal*.

President Barthel said the salaries are awaiting the completion of negotiations with the union.

The amount of the grant for Separation Day from the State was put at \$32,000.

A discussion was held about using a management company for Separation Day and about the amount of Police and Public Works employee time spent on the event.

Council received a Board of Health budget request from John Lloyd. Council talked about the cost of postage being up to \$2,300 from \$1,700 in the 2012 budget. Professional development has been cut. The total request was \$3,000, down from \$3,450.

- **City Council**

Administrator Thomas said the Delaware League meetings provide a lot of good information for the City. She said Councilperson Petty attends them regularly.

Councilperson Cochran asked if people are missing the meetings that the City still needs to pay for. Administrator Thomas said that no longer is happening.

The consensus was keeping the budgeted amount for professional development at \$500.

The Economic Development activities line was reduced to \$1,200 from \$3,434, which should cover the flags. The year to date was \$4,303, which included the new City pins and the Route 9 corridor study.

Contribution requests are \$7,500 for the Senior Center, \$1,500 for Arasapha and \$1,200 for the concerts.

Councilperson Cochran said the concert funding could be cut back to \$500.

Administrator Thomas said in the past the City has given \$1,200 for the concerts but the organizers then paid for the City services required.

Finance Director Delaney said the amount for City services amounted to \$4,000 in the past.

Councilperson Cochran suggested the City provide that as its contribution, and forego any cash contribution.

A discussion was held about the work done by the City for the concerts and how it has been paid. The City will get additional information.

Mark Zitz, treasurer of the Senior Center, said the money given by the Trustees this year is for a specific project, the front doors. He believes the amount was \$11,000, which is \$4,000 less than last year.

President Barthel recommended leaving it at \$7,000 to give more time to look at it.

Councilperson Cochran said the City needs to start cutting back somewhere.

A question was asked about what benefit the City gets from the Delaware League.

Councilperson Petty explained it is an association that looks out for all municipalities in Delaware. She goes so she can keep up with what is going on with the government. It is a benefit to the City.

President Barthel said the City Council sees a benefit from being a member because of the information the City gets.

On contributions, Council will re-visit later in the budget process.

On City Council contractual service line, election expenses were set at \$4,200 and transcription services line was reduced to \$3,300. General Code updates was set at \$4,000.

Council will revisit the departmental contingency later. Administrator Thomas said the \$15,000 budgeted last year is the smallest amount it would want to consider.

A discussion was held about the need for an additional audit related to ARRA projects.

Finance Director Delaney said the Administration lines for office supplies and postage were increased to reflect rates for postage and State contracts for supplies. The financial package software amount was \$12,250, which is being paid over a four-year period. In Human Resources, there are two part-timers job sharing that will result in a significant savings.

Mr. Zitz amended what he told Council earlier in the meeting. The Trustees are giving the Senior Center \$11,500 for the doors, and also \$15,000 earmarked for bus transportation, which has decreased from \$25,000 in the 2008-2009 fiscal year. Also last year the Trustees spent \$7,400 on the concert series. There is nothing in this year's Trustees budget for the concerts. The State money for the Senior Center did not decrease last year; the organization does not yet know how much it will receive from the State this year.

Administrator Thomas said gave Kathy Walls credit for her help on the final stages of the ARRA projects. The City has gotten all of its money from DNREC. All the partners have come through with funding to cover the gap. State Sen. Henry and State Rep. Johnson came through with Community Transportation Funding to cover part of the cost of the Buttonwood project. The City just got a check for \$16,000 to bring the total to \$18,000. Administrator Thomas said she signed last week the new Army Corps of Engineers permit. That permit is at the Army Corps now for review.

The next budget meeting is May 23, 2012.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Michael Dickinson
New Castle City Clerk