

City of New Castle Budget

Fiscal 2011 - 2012



Public Copy

Resolution No. 2011-25

Adopting the 2011-2012 Operating Budget and Tax Rate for the City of New Castle

WHEREAS, the Mayor and Council members, City Administrator, City Treasurer, Finance/ Human Resources Director, Police Chief and other staff members have presented and reviewed the proposed FY 2011-12 City Budget; and

WHEREAS, the Mayor and Council members have advertised and held public meetings to discuss and make appropriate changes to the proposed budget; and

WHEREAS, the FY 2011-12 budget is balanced at \$4,981,559 and contains proposed wage adjustments for City employees; and

WHEREAS, a contingency line item is included in the City budget to be managed by the City Administrator with approval from City Council for unplanned and emergency expenditures; and

WHEREAS, a review committee, consisting of the Councilperson who is the liaison to the Finance Department, the City Administrator, the Finance/Human Resources Director, City Treasurer, Police Chief and other staff members, evaluates progress and administers the budget through bi-weekly review of City expenditures.

NOW, THEREFORE, BE IT RESOLVED, that a fiscal matter related to the budget hereby stipulates that for any non-union employees hired by the City who are eligible to receive health and dental benefits, whose hire dates are July 1, 2011 or afterwards, those employees shall pay 30% of the premium costs for said benefits, and the City shall pay 70%; and

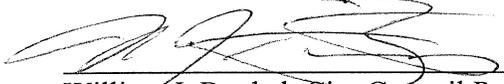
BE IT FURTHER RESOLVED, that the Fiscal Year 2011-12 City Budget has included in it the following items:

- \$3,500 for the Beautification Committee to purchase materials to continue its work of volunteers placing plantings in public areas which enhances the appearance of the entire City;
- \$10,000 total for the Tree Commission to continue its work of managing City (public) trees, in accordance with the City Code, and that \$5,000 of the expense is offset by \$5,000 from the Trustees, granted to the City for "greenscape" purposes, and that the Tree Commission shall keep the City Council apprised of their work, and particularly if they contemplate needing more than the \$10,000 allotment to fulfill their duties on behalf of the City;
- \$7,500 for the New Castle Senior Center to provide services to senior citizens;
- \$12,000 for the New Castle Public Library to purchase library materials; and

BE IT FURTHER RESOLVED, that related to the Fiscal Year 2011-12 City Budget, Resolution No. 2005-15, approved by the City Council on July 12, 2005, be and is hereby amended that for the City's FY2011-12, the amount to be budgeted and deposited into the Reserve Fund: Employee's Cash Redemption Fund, shall be funded up to a maximum of \$28,500; and

BE IT FURTHER RESOLVED, that the Fiscal Year 2011-12 City Budget be adopted at \$4,981,559, and the resulting tax rate shall be set at \$1.20 per \$100 of assessed value, reflecting no tax rate increase from the current fiscal year to the new fiscal year commencing on July 1, 2011.

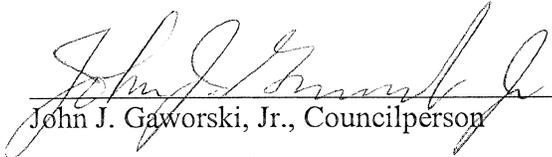
Passed this 23rd day of June 2011.



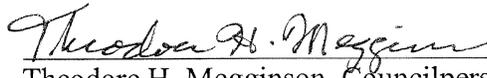
William J. Barthel, City Council President



John W. Cochran, Councilperson



John J. Gaworski, Jr., Councilperson



Theodore H. Megginson, Councilperson



Teel Petty, Councilperson

Attest:



Michael A. Dickinson, City Clerk

Mayor and Council of New Castle

FY 12 CITY BUDGET

July 1, 2011 - June 30, 2012

ACCOUNT/DESCRIPTION	APPROVED
REVENUES/OTHER SOURCES	
TAXES	
Property Tax	2,900,000
Tax Penalties	20,000
Property Tax Transfers	155,000
Delinquent Tax & Retro Collection	65,000
TAXES TOTAL	3,140,000
LICENSE & PERMITS	
Business Licenses	95,000
Rental Fees	25,000
Building/HAC Applications	75,000
License & Permit Penalties	4,000
Code Enforcement Reimbursement	20,000
Vacant Bldg Registration fees	
LICENSE & PERMITS TOTAL	219,000
FINES & FORFEITURES	
State Courts	60,000
FINES & FORFEITURES TOTAL	60,000
INTERGOVERNMENTAL-STATE	
MSC Appropriation	450,000
Trustee-Ground Lease	100,000
Trustees Appropriations	201,650
Trustee-Park & Fuel Reimbursement	113,597
Trustees-Tree Commission (E6060)	5,000
INTERGOVERNMENTAL-STATE TOTAL	870,247
FRANCHISE FEES	
Franchise	80,000
Cingular/Metro/Verizon/AT +T Leases	42,000
FRANCHISES TOTAL	122,000
INVESTMENT & MISCELLANEOUS	
Interest Other	5,000
Insurance Reimbursement	
Misc. Income General Fund	20,000
INVESTMENT & MISCELLANEOUS TOTAL	25,000
USER FEES	
Special Trash Collection	6,000
Riverbend Fees	
Engineering/Planning Dev. Fees Reimbursement	
Zoning/BOA Hearings	3,000
Summer Recreation	5,000
Bldg Appeals/Monition Reimbursement	5,000
Accident Reports	1,800
USER FEES TOTAL	20,800

ACCOUNT / DESCRIPTION	APPROVED
GRANTS & OTHER SOURCES	
State Municipal Street Aid	86,000
Community Transportation Funds	80,000
Stimulus Police & Energy	88,517
ARRA Green Project Stormwater Pond	
State Separation Day Grant	32,000
Sleaf Funds	
Tree Commission Other Income	
Homeland Security Program	12,000
SALLE GRANT	19,000
DRUG GRANT	10,600
Western Gateway Enhancements	
Police Misc. Grants	35,000
Highway Safety Grants	30,000
Police Pension Supplement	75,000
Pay Job Reimbursement	45,000
Del Coastal Program Fund	
Livable Delaware Tree Grant	
Greenway & Trail Maintenance	
Planning Grant (E7004)	
Sponsored Park Donations (E7431)	5,000
State - Parks Grant	
Unreserved Fund Balance	6,395
GRANTS & OTHER SOURCES TOTAL	524,512
TOTAL REVENUES/OTHER SOURCES	4,981,559

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0101 PUBLIC SAFETY	
PERSONAL SERVICE	
Salaries Supervision	298,700
Salaries	721,200
Shift Differential	20,000
Salaries Civilian	80,900
Overtime	55,000
Vacation/Sick Sellback	15,000
FICA Expense	93,200
Health/Life/Dental Expense	203,436
Pension Plan	158,000
Professional Development	2,500
Books/Publications/Dues/Tolls	2,500
Computer	6,000
Maintenance Contracts	12,700
Office Supplies/Equipment	8,000
Operating Supplies	4,000
Postage	1,400
Printing	1,000
Equipment Repair-Office	750
Film & Development	500
Administrative Expense	2,000
Uniform/Maintenance	15,500
Mandatory Training	2,500
Special Events Supplies (R5410)	1,000
Special Events Overtime (R5410)	40,000
Investigative Funds/Evidence Testing	1,000
PERSONAL SERVICE TOTAL	1,746,786
SUPPLIES & MATERIALS	
Range Supplies	2,000
Motor Fuel	40,000
Radar/Radio/Mobile Camera Repairs	5,000
Vehicle Parts/Repair	29,000
SUPPLIES & MATERIALS TOTAL	76,000
DEPT 0101 PUBLIC SAFETY TOTALS	1,822,786

ACCOUNT / DESCRIPTION	APPROVED
PUBLIC SAFETY GRANTS	
FUND 10 DEPT 0102 HIGHWAY SAFETY	
PERSONAL SERVICE	
Overtime (R5110)	30,000
FICA Expense	
Equipment	
PERSONAL SERVICE TOTAL	30,000
DEPT 0102 HIGHWAY SAFETY TOTAL	30,000
FUND 10 DEPT 0103 POLICE DRUG ENFORCEMENT	
PERSONAL SERVICE	
Overtime (R5072)	9,500
FICA Expense	
Equipment	
Auto Rental/Buy Money	500
Administrative Expense	600
PERSONAL SERVICE TOTAL	10,600
DEPT 0103 DRUG GRANT TOTAL	10,600
FUND 10 DEPT 0104 SALLE GRANT	
PERSONAL SERVICE	
Overtime (R5062)	3,000
Professional Development	1,000
FICA Expense	
Equipment/Rental	15,000
Administrative Expense	
PERSONAL SERVICE TOTAL	19,000
DEPT 0104 SALLE GRANT TOTAL	19,000

ACCOUNT / DESCRIPTION	APPROVED
FUND 10 DEPT 0106 LLEBG	
PERSONAL SERVICE	
Equipment/Rental (R5065)	
Reserve	
Administrative Expense	
City funding match	
PERSONAL SERVICE TOTAL	-
FUND 10 DEPT 0106 LLEBG TOTAL	-
DEPT 0108 POLICE MISC GRANTS (R5109)	
PERSONAL SERVICE	
Equipment-Misc. Grants	35,000
Equipment-Sleaf Grant	
Equipment-RU Safe Grant	
Administrative Expense	
PERSONAL SERVICE TOTAL	35,000
FUND 10 DEPT 0108 POLICE MISC. GRANTS TOTAL	35,000
DEPT 0124 HOMELAND SECURITY GRANTS (R5052)	
FUND 10 DEPT 0124 HOMELAND SECURITY	
Overtime	
Equipment (R5052)	12,000
Administrative Expense	
Uniforms	
Insurance	
FUND 10 DEPT 0124 HOMELAND SECURITY TOTAL	12,000

ACCOUNT / DESCRIPTION	APPROVED
DEPT 0130 SEASONAL OFFICERS (R5044)	
Salaries	14,000
Overtime	
FICA	1,100
Worker Compensation Insurance	
Equipment/Rental	1,700
Physicals	2,000
Uniforms	
DEPT 0130 SEASONAL PATROL TOTAL	18,800
DEPT 0107 CAPITAL OUTLAY	
New Police Vehicle	
Leased Color Copier	6,000
Trustees-Public Safety Lease (R5009)	100,000
DEPT 0107 CAPITAL OUTLAY TOTAL	106,000
GRAND TOTAL PUBLIC SAFETY	2,054,186

ACCOUNT / DESCRIPTION	APPROVED
DEPT 0200 PUBLIC SERVICES	
PERSONAL SERVICE	
Salaries Supervision	109,100
Salaries	354,700
Salaries-Support Specialist	45,300
P/T Bldg Code Enforcement	35,625
Overtime	11,000
Vacation & Sick Sellback	4,000
FICA Expense	46,000
Health/Life/Dental Expense	172,000
Pension Plan	35,600
Professional Development	500
Legal Notices/Consulting Services	350
Books/Publications/Dues/Ref Materials	1,000
Software Updates	-
Computer & Software Expense	5,600
Office Supplies/Equipment/Printing	3,000
Operating Supplies	8,000
Postage	3,500
Bldg Appeals & Revolving Fund (R4531)	5,000
Film & Development	
Administrative Expense	500
PERSONAL SERVICE TOTAL	840,775

ACCOUNT/DESCRIPTION	APPROVED
CONTRACTUAL SERVICE	
Fuels & Lubricants	32,000
Landfill Fees/Recycle	140,000
Yard Waste	12,000
Safety Equipment & Signs, Markings	5,500
Sm Tools, Equipment Repairs & Maintenance	5,000
Radio/Repairs	1,200
Traffic Light Maintenance & Equipment Rental	
Truck/Vehicle Repair & Maintenance	25,000
Uniforms	5,500
Special Events Supplies	300
Special Event Overtime (R5410)	5,000
Street Materials	3,000
CONTRACTUAL SERVICE TOTAL	234,500
PUBLIC SERVICES TOTAL	1,075,275

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0203 PW SNOW & ICE CONTROL	
CONTRACTUAL SERVICE TOTAL	
Sand & Abrasives	11,500
Outside Contractors	2,250
Equipment Rental	
DEPT 0203 PW SNOW & ICE TOTAL	13,750
DEPT 0204 PARKS & PROPERTY	
CONTRACTUAL SERVICE	
Seasonal Beautification Landscaper	12,000
Beautication Committee	3,500
OT-Battery Restrooms	1,000
New Equipment	-
Playground Equipment, Dept 0225	
Tree Commission-City Funded	5,000
Equipment Repair	300
Playground Maintenance & Wood Carpet	2,000
Parkland Capital Purchase Expense	
Contract Maintenance	
Sponsored Park Expenses	5,000
DEPT 0204 PW PARKS & PROPERTY TOTAL	28,800
DEPT 0205 PUBLIC SERVICES CAPITAL	
CAPITAL OUTLAY	
4x4 Pickuo Truck w/ snow plow	
Trash Truck Accessories	11,000
Backhoe Lease	
Storm Drainage	5,000
Lease-Copier/Scan	3,400
DEPT 0205 CAPITAL OUTLAY TOTAL	19,400

ACCOUNT / DESCRIPTION	APPROVED
DEPT 0207 COMMUNITY TRANSPORTATION	
Buttonwood Drainage	
City Wide Paving (R5018)	80,000
CONTRACTUAL SERVICE TOTAL	80,000
DEPT 0208 MUNICIPAL STREET AID	
Fund 20 MSAF Expenses (R5017)	
MSAF Reserves	86,000
CONTRACTUAL SERVICE TOTAL	86,000
DEPT 0207 & 0208 TOTALS	166,000
DEPT 0215 ARRA	
Engineering	
Legal & Administrative Fees	
Administrative Expenses	
CONTRACTUAL SERVICE TOTAL	
DEPT 0215 TOTAL	
DEPT 0223 GREENWAY & TRAIL MAINTENANCE	
Western Gateway Expenses	
Trail Expenses	
DEPT 0223 GREENWAY & TRAIL MAINTENANCE TOTAL	-
GRAND TOTAL PUBLIC SERVICES DEPTS.	1,303,225

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0301 CITY COUNCIL	
PERSONAL SERVICE	
Salaries	16,500
FICA Expense	1,935
Prof. Development and Travel	500
Advertising	5,000
Association Dues	4,000
Office Equipment - Town Hall	
Economic Development Activities	2,400
Contributions	10,200
Library Commitment	12,000
PERSONAL SERVICE TOTAL	52,535
CONTRACTUAL SERVICE	
Election Expenses	
Transcription Services	5,015
Annual Calendar/Newsletter	5,700
Fees to Good Will (Riverbend)	
City Code Updates	3,000
Departmental Contingency	15,000
Trustees-Public Safety Lease (R5009)	100,000
CONTRACTUAL SERVICE TOTAL	128,715
DEPT 0301 CITY COUNCIL TOTAL	181,250
DEPT 0302 CLERK & CITY TREASURER	
PERSONAL SERVICE	
Salaries	5,000
FICA Expense	400
Recording/Sound System/Maintenance	300
Other Expenses	
PERSONAL SERVICE TOTAL	5,700
DEPT 0302 CITY CLERK & TREASURER TOTAL	5,700

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0303 FINANCE DEPARTMENT	
PERSONAL SERVICE	
Salaries	166,300
Overtime	200
Sellback Vacation & Sick	2,800
FICA Expense	12,975
Health/Life/Dental Expense	19,500
Pension Plan	10,900
Office Equipment	250
Operating Supplies	
Tax Bills	500
PERSONAL SERVICE TOTAL	213,425
CONTRACTUAL SERVICE	
FY Audit	20,000
CONTRACTUAL SERVICE TOTAL	20,000
DEPT 0303 FINANCE TOTAL	233,425

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0304 ADMINISTRATION	
PERSONAL SERVICE	
Salaries	124,400
Overtime	
Salaries Sellback Vacation	1,000
FICA Expense	9,600
Health/Life/Dental Expense	33,900
Professional Development	
Pension Plan	8,145
Books/Reference Materials	1,200
City Administrator Expense	
Computer, hardware	10,000
Dues & Publications	500
Maintenance Contracts	1,200
Office Equipment	300
Office Supplies	5,000
Postage	3,000
Administrative Expense	1,000
PERSONAL SERVICE TOTAL	199,245
SUPPLIES & MATERIALS	
Fuel & Oil	200
SUPPLIES & MATERIALS TOTAL	200
CONTRACTUAL SERVICE	
Financial Package	12,000
CONTRACTUAL SERVICE TOTAL	12,000
DEPT 0304 ADMINISTRATION TOTAL	211,445

ACCOUNT / DESCRIPTION	APPROVED
DEPT 0308 HUMAN RESOURCES	
PERSONAL SERVICE	
Salaries	41,660
Sellback Vacation & Sick	
FICA Expense	3,190
Health/Life/Dental Expense	7,207
Pension Expense	1,015
Prof. Development and Travel	200
Advertising	200
Books & References	100
Dues & Publications	
Office Equipment	300
Printing	250
Administrative Expense	50
Employee Training Programs	2,000
Contract Reimbursements	3,000
Pre-employment Background Investigations	500
PERSONAL SERVICE TOTAL	59,672
DEPT 0308 HUMAN RESOURCES TOTAL	59,672
DEPT 0310 CAPITAL OUTLAY	
CA Vehicle Lease	
Consulting	
Copier Lease	2,000
CAPITAL OUTLAY TOTAL DEPT 0310	2,000
CITY ADMINISTRATION TOTALS	693,492
DEPT 0401 RECREATION	
PERSONAL SERVICE	
Salaries Coordinator & Counselors	16,000
FICA	1,225
Advertising	100
Operating Supplies	3,000
Field Trip Expenses	3,100
Transportation	3,200
Administrative Expense	400
RECREATION TOTALS	27,025

ACCOUNT / DESCRIPTION	APPROVED
DEPT 0501 MAYOR'S OFFICE	
PERSONAL SERVICE	
Salaries	41,285
Overtime	50
Sellback Vacation & Sick	850
FICA Expense	3,230
Health/Life/Dental Expense	7,840
Pension Plan	2,705
Professional Development	200
Advertising	
Books/Reference Materials	
Equipment	
Legal Fees	
Administrative Expense	
PERSONAL SERVICE TOTAL	56,160
DEPT 0501 MAYOR'S OFFICE TOTAL	56,160
DEPT 0503 MAYOR'S COURT	
PERSONAL SERVICE	
Salaries Mayor's Court, salary 05-06 was 1000.	12
FICA Expense	2
PERSONAL SERVICE TOTAL	14
DEPT 0503 MAYOR'S COURT TOTAL	14
MAYOR'S OFFICE & MAYOR'S COURT TOTAL	56,174
DEPT 0801 BOARD OF ADJUSTMENT	
PERSONAL SERVICE	
Professional Fees	10,000
Advertising	800
Contingency	
Outside Services	
PERSONAL SERVICE TOTAL	10,800
DEPT 0801 BOARD OF ADJUSTMENT TOTAL	10,800

ACCOUNT/DESCRIPTION	APPROVED
DEPT 0901 BUILDING MAINTENANCE	
PERSONAL SERVICE	
Operating Supplies	200
Telephone Service Admin. Bldg (FY 05 - all depts)	8,800
Telephone Service-Public Services	12,000
Telephone Service-Public Safety	16,000
County Sewer Assessments	800
Janitorial Services	28,500
Outside Services	9,000
Administration Building Heat	2,000
Administration Building Repairs	11,000
Public Safety Building Repairs/Maintenance	7,550
Public Safety Building Heat	5,000
Preventative/Termite/Monthly Pest Control	1,300
Public Services Heat	9,000
Public Services Bldg Repairs	7,000
Town Hall & Banks Building Heat	2,100
Dobbinsville Sub-station	
Capital Reserves	
Purchased Bldgs Security TB/ADM (R5573)	
Bldg Security Maintenance Admin	1,500
PERSONAL SERVICE TOTAL	121,750
DEPT 0901 BUILDING MAINTENANCE TOTAL	121,750

ACCOUNT/DESCRIPTION	APPROVED
DEPT 1001 INSURANCE	
PERSONAL SERVICE	
Public Officials Liability	3,146
Police	12,058
Property/Liability	90,325
Workers Compensation	99,335
Unemployment Insurance	19,666
PERSONAL SERVICE TOTAL	224,530
DEPT 1001 INSURANCE TOTAL	224,530
DEPT 1002 PROFESSIONAL SERVICES	
PERSONAL SERVICE	
Software Consulting	2,000
City Accountant	13,000
City Engineer	3,000
City Medical	9,000
City Solicitor	42,000
PERSONAL SERVICE TOTAL	69,000
CONTRACTUAL SERVICE	
Contract Legal-Negotiations	5,000
Legal-Other Franchise/HR	4,000
FOP Negotiations	0
Internet Services	4,000
CONTRACTUAL SERVICE TOTAL	13,000
DEPT 1002 PROFESSIONAL SERVICES TOTAL	82,000
INSURANCE & PROFESSIONAL SERVICES TOTAL	306,530

ACCOUNT / DESCRIPTION	APPROVED
DEPT 1003 TRUSTEES APPROPRIATIONS	
TREE COMMISSION FY 12	5,000
POLICE VEHICLE	30,200
Stormwater ponds/Stimulus Project, 4 installments of \$35,000. FY 12	140,000
Recreation FY 12	750
TRASH TRUCK LEASE (2nd installment) FY 12	30,700
PERSONAL SERVICE TOTAL	206,650
DEPT 1101 TRUSTEES PARK & FUEL	
PERSONAL SERVICE	
Salaries (R5013)	73,700
Overtime (mostly Erv Thatcher)	3,500
Sellback Vacation & Sick	1,000
FICA Expense	5,990
Health/Life/Dental Expense	21,727
Pension Plan	4,830
Telephone	450
Administrative Expense	
PERSONAL SERVICE TOTAL	111,197
SUPPLIES & MATERIALS	
Fuel & Oil	2,400
SUPPLIES & MATERIALS TOTAL	2,400
DEPT 1003 & 1101 TRUSTEES TOTAL	320,247
CITY COMMISSIONS & COMMITTEES	
DEPT 1102 PLANNING COMMISSION	
Prof Development/Training	500
General Expenses	10,000
Comprehensive Plan Update/Long Term Planning (R5555)	10,000
PERSONAL SERVICE TOTAL	20,500
DEPT 1102 PLANNING COMMISSION TOTAL	20,500
DEPT 1103 HISTORIC AREA COMMISSION	
Professional Development/Training	300
Architect	2,880
PERSONAL SERVICE TOTAL	3,180
DEPT 1103 HISTORIC AREA COMMISSION TOTAL	3,180

ACCOUNT/DESCRIPTION	APPROVED
DEPT 1107 CIVIL DEFENSE	
Taxable Stipend	500
Professional Development/Training	
Administrative Expense	
PERSONAL SERVICE TOTAL	500
DEPT 1107 CIVIL DEFENSE TOTAL	500
DEPT 1102, 1003, 1107 TOTAL	24,180
DEPT 1108 SEPARATION DAY COMMITTEE	
Professional Fees	21000
Contracted Services	2000
Supplies	300
Advertising	3,500
Insurance	1,000
Postage	200
Printing	1,600
Rent	100
Grants & Awards	100
Administrative Expense	2,200
City Expenses	-
PERSONAL SERVICE TOTAL	32,000
	-
DEPT 1108 SEPARATION DAY TOTAL	32,000
DEPT 1109 BOARD OF HEALTH	
Salaries	
FICA Expense	
Professional Development	500
Archival Storage	
Office Equipment-file cabinets FY11	200
Office Supplies	450
Postage	1,700
Cell Phone Service	500
Film Development & Camera	-
Admin. Expense	100
DEPT 1109 BOARD OF HEALTH TOTALS	3,450

ACCOUNT/DESCRIPTION	APPROVED
DEPT 1110 LONG TERM PAYABLES	
Accrued Benefit Values-Public Safety Dept.	17,500
Accrued Benefit Values-Public Services Dept.	5,000
Accrued Benefit Values-Administration Dept.	6,000
DEPT 1110 LONG TERM PAYABLES TOTAL	28,500
COMMISSIONS/COMMITTEES/LONG TERM PAYABLES TOTAL	63,950
TOTAL EXPENDITURES	4,981,559
Revenues (over) under Expenditures	\$0.00