

**City of New Castle Delaware  
City Council Regular Meeting  
New Castle Senior Center\*  
400 South Street, New Castle, DE 19720  
Tuesday, October 8, 2024  
7:00 p.m.**

**Agenda**

Roll Call

Minutes 9-17-2024

**Staff Reports**

- Treasurer's Report
- Reports from the City Administrator & Staff
- Council Communications
- Report from the Council President
- Business from the Mayor
- Comments from a Good Will Fire Co. representative

**Public Comments** (concerning agenda items or general public comments on matters relating to the City of New Castle)

**New Business:**

1. **Council Discussion, Possible Motion and Vote on Resolution 2024-39** A Resolution to Authorize Outdoor Recreation, Parks, and Trails (ORPT) 2024 Playground Grant Application (Council President Suzanne Souder Posted 10/1/2024)
2. **Council Discussion, Possible Motion and Vote on Resolution 2024-40** A Resolution approving the Memorandum of Agreement between the City of New Castle, Delaware and Local 3515, Council 81, American Federation of State, County, and Municipal Employees AFL-CIO (AFSCME) for the period of November 1, 2024 through June 30,2026, Related to Collective Bargaining. (Council President Suzanne Souder Posted 10/1/2024)
3. **Council Discussion, Possible Motion and Vote** on revised film permit. (Council President Suzanne Souder Posted 10/1/2024)
4. **First Reading of Ordinance 551** An Ordinance to Amend the City of New Castle Municipal Code, Chapter 221 (Taxation), To Add a Tax Incentive for Resident Firefighters. (Councilperson Brian Mattaway Posted 10/1/2024)
5. **Council Discussion** with David Salter of Community Collaboration of Delaware regarding the HOPE Program. (Council President Suzanne Souder Posted 10/1/2024)

**Next Regular Meeting Date: November 12, 2024**

**Posted: 9/30/2024**

Note: This agenda as listed may not be considered in sequence, including executive sessions.

\*You can also view the meeting online at the address below. A clickable link is available on the City website at [www.newcastlecity.delaware.gov/events](http://www.newcastlecity.delaware.gov/events).

There will be no comments taken from the Zoom audience; comments may be submitted via email up to **3:00 p.m. on Tuesday, October 8, 2024** at [info@newcastlecity.delaware.gov](mailto:info@newcastlecity.delaware.gov)

**Meeting Link:** <https://us02web.zoom.us/j/83870297863?pwd=mlo643bQeiNTTVSFsznsMbv3apa2vQ.1>  
Enter Password: **015107**

You can also listen to the meeting via telephone by calling one of the phone numbers below and entering the meeting ID and password when prompted. (Long distance rates may apply.)

(301) 715-8592 or (646) 558-8656.

Webinar ID: 838 7029 7863 Passcode: **015107**

City of New Castle Delaware  
Regular City Council Meeting  
Meeting Held in Person and via Zoom  
Tuesday, September 17, 2024  
7:00 p.m.

**Call to Order: 7:00 PM**

**Roll Call**

**Present:** Council President Suzanne M. Souder  
Councilperson Andrew Zeltt  
Councilperson Joseph F. Day, III  
Councilperson Brian M. Mattaway

**Absent:** Councilperson Nermin Zubaca

**Also present:** Michael Hoffmann, Esquire  
Police Chief Richard McCabe

Council President Souder called the September 17, 2024, City Council meeting to order at 7:00 p.m. The assembly stood for the Pledge of Allegiance. Roll call followed and a quorum to conduct business was declared.

**Minutes**

**A motion to approve the July 11, 2024 special City Council meeting as presented was made, seconded and unanimously carried.**

**A motion to approve the August 13, 2024 regular City Council meeting as presented was made, seconded and unanimously carried.**

**Treasurer's Report**

In Mr. Whisman absence, Council President Souder presented the unaudited Treasurer's Report as of August 31, 2024:

Total unrestricted funds	\$10,555,999.35
Total restricted funds	\$ 3,486,593.57
Total cash	\$14,042,592.92

The City received Bond Bill funds, which were placed into a special account for designated projects. 91% of property taxes have been received.

Regarding a question raised by Councilperson Day at the August meeting, Council President Souder stated that the City Administrator is looking into the reason the percentage of budget funds spent to date for the City Architect is so high.

**A motion to approve the Treasurer's Report as presented subject to audit was made, seconded and unanimously carried.**

### **Reports from the City Administrator and Staff**

In Ms. Tantillo's absence, Council President Souder presented the Report from the City Administrator

#### Report From the City Administrator

- Code Enforcement Officer – The hiring process has commenced for the position of Code Enforcement Officer. An additional job will be posted later this month for a position in the Code Enforcement Department.
- Floating Pier – Driving the test piles has been completed. A final set of calculations from the dock provider is pending, and the schedule to begin construction is being finalized.
- Mobile Stage – The City is working with the mobile stage manufacturer to finalize costs and the order could be placed in a few weeks.
- Sycamore Wine Bar – The Alcoholic Beverage Control Commissioner notified the City that Sycamore Wine Bar LLC applied for a taproom license with full spirits and Sunday service for a premise at 208 Unit C in New Castle. Any neighbor within one mile of that location has received a letter.
- Bid Opportunities –
  - The City has prepared and posted a bid opportunity for a FY 2025 city-wide paving contract for portions of Buttonwood Avenue, West 10<sup>th</sup> Street, Kings Way, School Street, Foundry Street and Cherry Street. A pre-bid meeting will be held virtually on Friday, September 20<sup>th</sup> at 1:30. Bidding is open until October 3<sup>rd</sup> at 1:30 p.m. Interested parties should contact the City Administration Building to obtain a Bid Packet. Funding for all projects was provided under the Bond Bill.
  - A bid package for curbing and sidewalk projects will be coming out soon.
- Tax Bills – FY 2025 tax bills are due by September 30<sup>th</sup>.
- Gas Risers – Delmarva Power continues their work on 3<sup>rd</sup> Street and has sent out letters with screening options and alternative plant options for the gas risers.
- Grants – The City has applied for the following grants:
  - DelDOT Bike Council Grant to conduct a Feasibility Study for a new and extended bike trail around Lukens Drive along the Delaware River.
  - A Tree For Every Delawarean Initiative to plant trees in Susi Park and Chestnut Street.
  - DNREC Outdoor Recreational Parks and Trails for Battery Park Phase 2 to add additional playground equipment, new playground surfacing, benches, and landscaping to the playground.
- Nao Trinidad – The Nao Trinidad is making its inaugural visit to New Castle and will be docked at the wharf from September 18<sup>th</sup> through the 22<sup>nd</sup>.

#### Report from Chief McCabe

Chief McCabe reported on the following:

- The Department's Recruit graduated from the Police Academy and is now in service in the Field Training Program.
- Mickey Fest was held with no issues.
- Chief McCabe met with DelDOT to discuss several upcoming projects that will affect New Castle with cut-through traffic. Information has been posted on the Department Facebook page.
- The CCD Hope Program for 7<sup>th</sup> Grade students will be expanded to the Colonial School District. The goal is to fill a class within the next 7-10 days and stay on schedule to have the 11-week curriculum completed before the end of the year.
- The first meeting of the Police Accountability Committee (PAC) will be held on September 19<sup>th</sup> at the Police Department. New Castle is one of the first agencies in the State to begin the program.

### **Council Communications**

#### Councilperson Zubaca

- Councilperson Zubaca encouraged everyone to register to vote in State and Federal elections in November.
- Councilperson Zubaca asked if the Planning Commission already has workshops scheduled to discuss the Comprehensive Plan Annual Update.

#### Councilperson Mattaway

- Several residents have raised concerns about speeding and other traffic related issues on 2<sup>nd</sup> and 3<sup>rd</sup> Streets. Feedback will continue to be solicited from neighbors and friends.
- National First Responder Day is October 28<sup>th</sup>. Councilperson Mattaway reached out to Dream Bakery in New Castle and an initiative is in place called "Cookies for Cops", whereby Dream Bakery will donate \$1.00 for every cookie sold during the month of October. \$.50 will be donated to FOP Lodge #1 and \$.50 will be donated to Good Will Fire Company. Councilperson Mattaway has pledged to personally donate \$250 to both FOP Lodge #1 and Good Will Fire Company.
- Delaware City is hosting Delaware City Day on Saturday, October 5<sup>th</sup>. Councilperson Mattaway will volunteer at the event and invited everyone to visit and enjoy the day and/or to volunteer. More information can be obtained by emailing [info@delawarecityday.com](mailto:info@delawarecityday.com).

#### Councilperson Zeltt

- Dog Park – 71 responses were received to a recent survey about the Dog Park.
  - 42% said they would use the dog park.
  - 37% said they would use the Dog Park if it was located at The Hermitage.
  - 65% said they would use the Dog Park if it was located at a parking area on Chestnut Street that is owned by the City.

Mr. Zeltt will work with Council to move forward to use the location on Chestnut Street for the Dog Park. He opined the first step is to get a land survey and Councilperson Zeltt requested that Council approve obtaining a land survey to see how much land is available

to use for the dog park. After discussion, it was stated that to begin, the City maps will be reviewed; and if more data is required, a discussion of contracting with a professional surveyor will be held.

Councilperson Zubaca suggested locating the dog park at Bull Hill or by Good Will Fire Company near the water by the trailhead. It was noted that both locations are privately owned (The Progressive Club and the Trustees), which would add another layer of complexity to the project; and putting fencing by the river would detract from the river views.

#### Councilperson Day

- The Old New Castle Litter Crew will meet next on September 29<sup>th</sup> at 4:00 p.m. on South Street at the old SPCA and will cover 7<sup>th</sup> and Washington Streets.
- The final price for the Band Shell (Mobile Stage) will be approximately \$121,000.00. There is one already built that may be available.
- Councilperson Day is working with former members of the Bull Hill Boat Yard. Several clean-up events have been held. The old lease was submitted to the City Solicitor for review, and a draft should be available in October or November for Council discussion/action.
- Councilperson Day will not be in attendance at the October Council meeting.

#### **Business From the Council President**

- New Castle County Special Services has put out a bid to repair the manhole on Delaware Street near the Terry House.
- The County is working to get final repaving on 2<sup>nd</sup> and Harmony Streets before the end of the paving season.
- The Nao Trinidad will be docking in New Castle this week.
- Recent flooding on Rt. 9 past Ferry Cut Off was due to debris jamming the gate open. Public Works was contacted and came in on Saturday to clear the debris and close the gate. The gate is inspected nearly every day during the week.

#### **Business From the Mayor**

- Mayor Leary asked the assembly to stand for a moment of silence for Patriot Day in remembrance of those who lost their lives on September 11, 2001.
- Nao Trinidad – An opening ceremony on board of the Nao Trinidad will be held at 10:00 a.m. on September 29<sup>th</sup>. The “Making Waves” party will be held on Friday night, September 30<sup>th</sup>. All artists and photographers are encouraged to memorialize the event through their selected medium.
- The Market on the Green will continue to be held weekly through October 12<sup>th</sup>.
- Art on the Green and the Belgian Beer Fest will be held on September 28<sup>th</sup>.
- Mayor Leary encouraged residents to register to vote. She urged neighbors to be respectful and kind to each other regardless of political opinions.

- Mayor Leary asked Mr. Hoffman to speak about political signage in the City. Mr. Hoffman stated that the City Solicitor is aware of the questions that have been raised; it is a nuanced question and the City Solicitor's office is working with the City Administrator

**Council Discussion, Possible Motion and Vote on Resolution 2024-38** A Resolution in Memory of Former City Councilman Russ Smith.

**A motion to read Resolution 2024-38 was made, seconded and unanimously carried.**

Mayor Leary invited Mr. and Mrs. Baldini and Councilperson Day to join her at the podium. Councilperson Day read the Resolution and presented the Resolution to Mr. and Mrs. Baldini, who accepted it on behalf of Mr. Smith's family. Mrs. Baldini extended Mrs. Smith's sincere thanks to the City and Council. Mr. Baldini spoke of Mr. Smith and his dedication to the City of New Castle.

### **Comments From Good Will Fire Company**

#### Captain Timothy Moore

- A Rescue Boat Operator's Class for career and part-time members was held on the Delaware River on September 9<sup>th</sup>.
- A Swift Water Rescue Technician's Class was held for 18 career and part-time members the first week of September.
- The Delaware Fireman's Convention was held in Rehoboth Beach and two long-time Good Will members were recognized for service:
  - Lois Oneschuk, who served for 64 years in the Good Will Ladies' Auxiliary, was inducted into the Ladies' Auxiliary Hall of Recognition.
  - Bill Emory was recognized for his 50 years of service with Good Will Fire Company.

### **Public Comment**

#### Phil Gross – 1301 13<sup>th</sup> Street

- Mr. Gross expressed his condolences on the passing of Mr. Smith.
- Mr. Gross stated that he evaluated the parking situation and Chestnut Street is the wrong place for a dog park; and firmly believes that Battery Park is the only place for a dog park. Mr. Gross opined that the City should not have to pay \$85,000 for a dog park and suggested that the cost be subsidized by signage and suppliers as has been done by other municipalities that he spoke with.
- Mr. Gross said that for the 7<sup>th</sup> time in 18 months the lock at Buttonwood Drive and Lukens Drive is broken. Two residents in Buttonwood told him that steel is being lifted over the fence at the circle at the end by the company.
- Mr. Gross concurred with a moratorium on future large projects; but opined that projects that are in process should be stopped due to inappropriate traffic studies.

Carl Benson – 47 East 2<sup>nd</sup> Street

- Mr. Benson stated his concern that the gas riser screening options presented to residents are inappropriate for homes in the Historic District. He noted his understanding that HAC was to have been involved in choosing appropriate screening for the gas risers; and they have not been consulted at all. Mr. Benson urged Council to request that Delmarva provide more historically appropriate screening options for homes in the Historic District.
- Mr. Benson asked who the acting Code Enforcement Officer is, opining that no code enforcement is currently going on.

Mike Platt – Van Dyke Village

Mr. Platt stated that a variance was granted by the Board of Adjustment for a property on Baldt Avenue that included a stipulation that “a civil engineer will be employed by the applicant to do lines and grades which will address the water runoff, and Mr. Platt can review the plan prior to a permit being issued.” Mr. Platt stated that permits were issued and the house was completed in March 2024; and now he has cascading water coming into his yard and shed.

Mr. Platt stated that the Board of Adjustment decision clearly states that “the water will run to Baldt Avenue and it will run to 11<sup>th</sup> Street”. In June Mr. Platt was told in a meeting with Mr. Bergstrom and the City Administrator that the bond would be pulled and no CO would be issued; neither of which happened.

Mr. Platt expressed his frustration and dissatisfaction with the lack of response to his numerous requests to the City Office.

David Connell – Dobbinsville

Mr. Connell spoke of issues with his house and in communicating with the City Office.

Rod Miller – 124 East 3<sup>rd</sup> Street

Mr. Miller spoke in opposition of the proposed dog park; stating that 42% of people responding to a recent survey saying they would use the dog park is not a true representation of the residents of New Castle. He added that he does not want a dog park anywhere near his home.

Mr. Miller concurred that \$85,000 for a dog park is absurd; noting that grants were obtained for the playground and asking why a grant cannot be obtained for a dog park. He added that using COVID funds for the dog park is not found money; it is all taxpayer dollars.

Mr. Miller also noted that ongoing maintenance has never been discussed; asking who will maintain and clean the area and how much that will cost. Mr. Miller opined that the \$85,000 for the dog park would go a long way to help pay for a new Band Shell.

David Baldini – 419 South Street

In response to questions from Mr. Baldini, Council President Souder explained that no discussion or vote would take place on Ordinance 550 at the meeting. She added that before the Ordinance moves forward it will go to the Planning Commission and there will be Public



Hearings on it before a Council vote is taken; and language in the Ordinance could be revised at the Second Reading.

**Council Discussion, Possible Motion and Vote on Resolution 2024-35** – A Resolution Confirming the Mayor's appointment of Susan McLaughlin to the Board of Health.

Susan McLaughlin – Board of Health – Term Ending: October 9, 2025

Council President Souder read Resolution 2024-35.

**A motion to approve Resolution 2024-35 as presented was made, seconded and unanimously carried.**

**Council Discussion, Possible Motion and Vote on Resolution 2024-36** – A Resolution to establish the Chief Eugene Petty Police Accountability Committee (PAC).

Council President Souder read Resolution 2024-36.

Councilperson Mattaway thanked Chief McCabe for taking a leadership role among the police community and his counterparts in the City.

**A motion to approve Resolution 2024-36 as presented was made, seconded and unanimously carried.**

**Council Discussion, Possible Motion and Vote on Resolution 2024-37** – A Resolution to Approve a Vender Permit Application for GHshed Chop Chop Bar.

Council President Souder read Resolution 2024-37.

**A motion to approve Resolution 2024-37 as presented was made, seconded and unanimously carried.**

**First Reading of Ordinance 2024-549** – An Ordinance to establish a Historic District Disclosure Requirement.

A motion for the First Reading of Ordinance 549 was made and seconded. Council President Souder Read the Ordinance.

Councilperson Zubaca noted a typographical error that will be addressed at the Second Reading of the Ordinance.

**First Reading of Ordinance 2024-550** – An Ordinance to Impose a Moratorium on Large Apartment Structures.

City Council Regular Meeting  
September 17, 2024

A motion for the First Reading of Ordinance 550 was made and seconded. Councilperson Mattaway read the Ordinance.

There being no further business to discuss, Council President Souder called for a motion to adjourn.

**A motion to adjourn was made, seconded and unanimously passed and the meeting adjourned at 8:15 p.m.**

Respectfully submitted,

Kathleen R. Weirich  
City Stenographer

**Next Regular Meeting Date: October 8, 2024**  
**Posted: 9/10/2024**







# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	REVENUE Description	Budget	YTD Revenue	Excess/Deficit	%
10-0000-420-0001	Property Tax Current Year	\$3,100,000.00	\$2,895,685.40	(\$204,314.60)	93%
10-0000-420-0002	Tax Penalties	\$30,000.00	\$4,515.25	(\$25,484.75)	15%
10-0000-420-0003	Property Tax Transfers	\$400,000.00	\$151,958.28	(\$248,041.72)	38%
10-0000-420-0004	Delinquent Tax Collection	\$25,000.00	\$10,877.96	(\$14,122.04)	44%
10-0000-430-0001	Business Licenses	\$135,000.00	\$5,985.00	(\$129,015.00)	4%
10-0000-430-0002	Rental	\$50,000.00	\$600.00	(\$49,400.00)	1%
10-0000-430-0003	Building/HAC Applications	\$200,000.00	\$75,416.03	(\$124,583.97)	38%
10-0000-430-0004	Bldg Dept Penalties	\$1,000.00	\$65.00	(\$935.00)	7%
10-0000-430-0005	Vacant Bldg Registration Fees	\$5,000.00	\$2,000.00	(\$3,000.00)	40%
10-0000-430-0006	Code Violation Penalties	\$25,000.00	\$2,820.00	(\$22,180.00)	11%
10-0000-430-0007	Code Enforcement Cost Reimbursement:	\$1,000.00	\$10,200.00	\$9,200.00	1020%
10-0000-430-0008	Special Trash	\$9,000.00	\$2,880.00	(\$6,120.00)	32%
10-0000-440-0001	State Courts	\$30,000.00	\$5,753.02	(\$24,246.98)	19%
10-0000-440-0002	Towing/Storage Fees	\$15,000.00	\$3,125.00	(\$11,875.00)	21%
10-0000-450-0003	Impact Fees-Riverbend	\$30,000.00	\$6,000.00	(\$24,000.00)	20%
10-0000-450-0004	Accident Reports	\$5,000.00	\$3,645.00	(\$1,355.00)	73%
10-0000-450-0005	Engineering/Planning Dev Reimburseme	\$3,000.00	\$5,162.99	\$2,162.99	172%
10-0000-450-0006	Zoning/BOA Hearings	\$4,000.00	\$1,400.00	(\$2,600.00)	35%
10-0000-455-0001	Franchise Fees	\$125,000.00	\$9,756.99	(\$115,243.01)	8%
10-0000-470-0001	CCATT, Verizon	\$95,000.00	\$40,284.46	(\$54,715.54)	42%
10-0000-470-0004	Trustees Appropriations	\$225,000.00	\$56,250.00	(\$168,750.00)	25%
10-0000-470-0005	MSC Appropriation	\$669,600.00	\$182,458.77	(\$487,141.23)	27%
10-0000-470-0007	Rivertown Ride and Festival	\$0.00	\$0.00	\$0.00	0%
10-0000-480-0001	Interest Other	\$75,000.00	\$68,922.17	(\$6,077.83)	92%
10-0000-480-0002	Insurance Reimbursement	\$0.00	\$0.00	\$0.00	0%
10-0000-480-0003	Misc Income Gen Fund	\$1,000.00	\$538.00	(\$462.00)	54%
10-0000-480-0004	Proceeds - Sale of Assets	\$2,500.00	\$0.00	(\$2,500.00)	0%
10-0000-511-0001	Loan Proceeds	\$0.00	\$0.00	\$0.00	0%
10-0000-511-0005	Restricted Fund Balance Carry Forward	\$397,501.30	\$0.00	(\$397,501.30)	0%
10-0000-511-0006	Unreserved Fund Balance Carry Forward	\$1,259,186.73	\$0.00	(\$1,259,186.73)	0%
10-0000-524-0000	Police Pension Supplement	\$70,000.00	\$0.00	(\$70,000.00)	0%
10-0000-526-0000	Pay Job Reimbursement	\$40,000.00	\$23,692.51	(\$16,307.49)	59%
<b>FINAL TOTALS</b>		<b>\$7,027,788.03</b>	<b>\$3,569,991.83</b>	<b>(\$3,457,796.20)</b>	<b>51%</b>
<b>REVENUE OVER/UNDER EXPENSE:</b>				<b>\$1,868,302.72</b>	



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	EXPENSE Description	Budget	YTD Expended	Balance	% Used
<b>PUBLIC SAFETY</b>					
10-0101-001-6001	Salaries - PSAF	\$1,317,403.63	\$279,019.23	\$1,038,384.40	21%
10-0101-001-6002	Salaries Supervision - PSAF	\$346,628.18	\$75,016.09	\$271,612.09	22%
10-0101-001-6003	Shift Differential - PSAF	\$0.00	\$289.99	(\$289.99)	0%
10-0101-001-6004	Salaries Civilian - PSAF	\$55,544.50	\$12,692.32	\$42,852.18	23%
10-0101-001-6005	Overtime/Contract Holiday - PSAF	\$150,000.00	\$26,598.60	\$123,401.40	18%
10-0101-001-6008	Vacation/Sick Sellback - PSAF	\$27,000.00	\$5,075.65	\$21,924.35	19%
10-0101-001-6010	FICA Expense - PSAF	\$145,088.09	\$31,609.77	\$113,478.32	22%
10-0101-001-6015	Health/Life/Dental Expense - PSAF	\$350,117.70	\$88,802.32	\$261,315.38	25%
10-0101-001-6020	Pension Plan - PSAF	\$252,438.00	\$53,757.84	\$198,680.16	21%
10-0101-001-6105	Prof Development & Travel - PSAF	\$5,000.00	\$1,480.00	\$3,520.00	30%
10-0101-001-6110	Books/Publications/Dues/Tolls - PSAF	\$1,500.00	\$346.50	\$1,153.50	23%
10-0101-001-6120	Computer - PSAF	\$4,000.00	\$0.00	\$4,000.00	0%
10-0101-001-6155	Maintenance Contracts - PSAF	\$14,000.00	\$5,100.58	\$8,899.42	36%
10-0101-001-6170	Office Supplies/Equipment - PSAF	\$5,000.00	\$1,284.06	\$3,715.94	26%
10-0101-001-6180	Postage - PSAF	\$500.00	\$235.82	\$264.18	47%
10-0101-001-6195	Phone Service - PSAF	\$12,539.00	\$2,473.12	\$10,065.88	20%
10-0101-001-7066	Security Cameras/Citywide - PSAF	\$0.00	\$2,291.01	(\$2,291.01)	0%
10-0101-001-7080	Body Cameras - PSAF	\$13,400.00	\$0.00	\$13,400.00	0%
10-0101-001-7120	Administrative Expense - PSAF	\$500.00	\$70.77	\$429.23	14%
10-0101-001-7200	Uniforms/Maintenance - PSAF	\$10,000.00	\$1,560.94	\$8,439.06	16%
10-0101-001-8020	Medical Testing - PSAF	\$3,000.00	\$0.00	\$3,000.00	0%
10-0101-001-8030	Janitorial Services - PSAF	\$6,505.83	\$1,068.28	\$5,437.55	16%
10-0101-001-8050	Bldg Repairs/Maint - PSAF	\$8,000.00	\$1,086.25	\$6,913.75	14%
10-0101-001-8060	Preventative/Termite/Pest Control - PSAF	\$400.00	\$0.00	\$400.00	0%
10-0101-001-8070	Building Heat/Electric - PSAF	\$16,000.00	\$3,647.25	\$12,352.75	23%
10-0101-001-8085	Special Events Supplies - PSAF	\$0.00	\$0.00	\$0.00	0%
10-0101-001-8095	SEO Pay Job Overtime - PSAF	\$30,000.00	\$18,882.50	\$11,117.50	63%
10-0101-001-8098	Investigative/Evidence Testing - PSAF	\$5,000.00	\$4,201.71	\$798.29	84%
10-0101-002-7005	Range Supplies - PSAF	\$11,000.00	\$4,752.97	\$6,247.03	43%
10-0101-002-7125	Motor Fuel - PSAF	\$45,000.00	\$11,530.76	\$33,469.24	26%
10-0101-002-7150	Radar/Radio repair - PSAF	\$2,500.00	\$420.00	\$2,080.00	17%
10-0101-002-7220	Vehicle Parts/Repair - PSAF	\$15,000.00	\$6,104.93	\$8,895.07	41%
10-0107-001-6198	Debt Service / Vehicles - PSAF	\$89,980.00	\$15,917.58	\$74,062.42	18%
10-0107-001-7350	Leased Color Copier - PSAF	\$4,000.00	\$972.45	\$3,027.55	24%
10-0107-004-7355	Capital Outlays/Equip & Vehicles - PSAFE	\$25,000.00	\$2,102.90	\$22,897.10	8%
<b>PUBLIC SAFETY TOTALS</b>		<b>\$2,972,044.93</b>	<b>\$658,392.19</b>	<b>\$2,313,652.74</b>	<b>22%</b>



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	EXPENSE Description	Budget	YTD Expended	Balance	% Used
<b>PUBLIC SERVICES</b>					
10-0200-001-6001	Salaries Supervision - PSERV	\$149,552.00	\$34,431.03	\$115,120.97	23%
10-0200-001-6003	Salaries Bldg Code Enforcement - PSERV	\$103,217.60	\$1,263.94	\$101,953.66	1%
10-0200-001-6005	Overtime - PSERV	\$7,000.00	\$1,910.99	\$5,089.01	27%
10-0200-001-6006	Salaries - PSERV	\$455,740.00	\$100,181.29	\$355,558.71	22%
10-0200-001-6008	Vacation & Sick Sellback - PSERV	\$10,000.00	\$0.00	\$10,000.00	0%
10-0200-001-6010	FICA - PSERV	\$55,350.98	\$9,531.53	\$45,819.45	17%
10-0200-001-6015	Health/Life/Dental Expense - PSERV	\$239,704.27	\$48,832.27	\$190,872.00	20%
10-0200-001-6020	Pension Plan - PSERV	\$40,655.05	\$8,257.95	\$32,397.10	20%
10-0200-001-6105	Professional Dev & Travel - PSERV	\$4,000.00	\$0.00	\$4,000.00	0%
10-0200-001-6110	Book/Reference Materials - PSERV	\$1,600.00	\$0.00	\$1,600.00	0%
10-0200-001-6120	Computer & Software Expense - PSERV	\$7,000.00	\$105.00	\$6,895.00	2%
10-0200-001-6170	Office Supplies/Equip/Printing - PSERV	\$2,500.00	\$659.28	\$1,840.72	26%
10-0200-001-6175	Operating Supplies - PSERV	\$8,250.00	\$474.95	\$7,775.05	6%
10-0200-001-6180	Postage - PSERV	\$1,600.00	\$75.43	\$1,524.57	5%
10-0200-001-6195	Phone Service - PSERV	\$7,000.00	\$1,475.83	\$5,524.17	21%
10-0200-001-7075	Reimbursable Private Prop. Maint. - CODE	\$2,000.00	\$0.00	\$2,000.00	0%
10-0200-001-8020	Medical Testing - PSERV	\$3,000.00	\$282.00	\$2,718.00	9%
10-0200-001-8030	Janitorial Services - PSERV	\$4,702.85	\$772.22	\$3,930.63	16%
10-0200-001-8040	Temporary Labor	\$1,000.00	\$0.00	\$1,000.00	0%
10-0200-001-8050	Bldg Repairs/Sec Maint - PSERV	\$12,000.00	\$5,163.85	\$6,836.15	43%
10-0200-001-8060	Preventative/Termite/Pest Control	\$550.00	\$510.46	\$39.54	93%
10-0200-001-8070	Bldg Heat/Electric/Street lights - PSERV	\$40,000.00	\$11,883.25	\$28,116.75	30%
10-0200-003-7085	Fuel & Lubricants - PSERV	\$45,000.00	\$10,020.25	\$34,979.75	22%
10-0200-003-7105	Landfill Fees/Recycle - PSERV	\$145,000.00	\$24,747.80	\$120,252.20	17%
10-0200-003-7106	Yard Waste - PSERV	\$18,000.00	\$3,583.30	\$14,416.70	20%
10-0200-003-7155	Safety Equipment/Signs/Markings - PSERV	\$3,500.00	\$508.99	\$2,991.01	15%
10-0200-003-7170	Small Tools/Equip Repairs/Maint. - PSERV	\$4,000.00	\$193.84	\$3,806.16	5%
10-0200-003-7171	Radio Repairs - PSERV	\$250.00	\$0.00	\$250.00	0%
10-0200-003-7195	Truck/Vehicle Repair/Maint. - PSERV	\$35,000.00	\$11,376.32	\$23,623.68	33%
10-0200-003-7200	Uniforms/Maintenance - PSERV	\$7,000.00	\$2,964.13	\$4,035.87	42%
10-0200-003-8095	Special Event Overtime - PSERV	\$1,500.00	\$119.64	\$1,380.36	8%
10-0200-003-8105	Street Materials - PSERV	\$10,000.00	\$505.26	\$9,494.74	5%
10-0200-004-8120	Street Repairs - PSERV	\$1,000.00	\$0.00	\$1,000.00	0%
10-0203-003-8080	Sand & Abrasives/ Snow & Ice Control	\$5,000.00	\$159.00	\$4,841.00	3%
10-0203-003-8090	Outside Contractors / Snow & Ice Control	\$1,000.00	\$0.00	\$1,000.00	0%



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	EXPENSE Description	Budget	YTD Expended	Balance	% Used
<b>PW PARKS &amp; PUBLIC PROPERTY</b>					
10-0204-003-7060	Equipment - PARKS	\$215,000.00	\$121,421.00	\$93,579.00	56%
10-0204-003-7061	Pruning/Planting Trees - ROW/PARKS	\$32,000.00	\$763.27	\$31,236.73	2%
10-0204-003-7100	Playground Maintenance/Wood Carpet-PARKS	\$10,000.00	\$59.94	\$9,940.06	1%
10-0204-003-7430	Contract Maintenance - City Prop/PARKS	\$111,752.00	\$32,279.99	\$79,472.01	29%
10-0204-003-7432	Dog Park - PARKS	\$85,000.00	\$0.00	\$85,000.00	0%
<b>CAPITAL OUTLAY - PSERV</b>					
10-0205-004-7355	Capital Outlays/Equip & Vehicles - PSERV	\$11,000.00	\$0.00	\$11,000.00	0%
10-0205-004-7446	Handicap Curb Ramps	\$25,000.00	\$0.00	\$25,000.00	0%
10-0205-004-7533	Debt Service / Vehicle lease - PSERV	\$96,996.00	\$43,466.48	\$53,529.52	45%
10-0205-004-7534	Debt Service / Road Repair -GO Bond 2018	\$225,000.00	\$56,250.00	\$168,750.00	25%
10-0205-004-7536	Storm Drainage/MS4 - PSERV	\$150,000.00	\$1,749.73	\$148,250.27	1%
<b>PUBLIC SERVICES TOTALS</b>		<b>\$2,394,420.75</b>	<b>\$535,980.21</b>	<b>\$1,858,440.54</b>	<b>22%</b>
<b>MAYOR AND COUNCIL</b>					
10-0301-001-6001	Salaries - M&C	\$20,100.00	\$4,638.60	\$15,461.40	23%
10-0301-001-6010	FICA Expense - M&C	\$1,540.00	\$354.84	\$1,185.16	23%
10-0301-001-6101	Advertising - M&C	\$11,300.00	\$3,307.50	\$7,992.50	29%
10-0301-001-6105	Prof Development - M&C	\$500.00	\$0.00	\$500.00	0%
10-0301-001-6106	Association Dues - M&C	\$4,200.00	\$4,200.00	\$0.00	100%
10-0301-001-6550	Economic Dev Activities - M&C	\$17,107.67	\$4,303.03	\$12,804.64	25%
10-0301-001-6560	Sea Level Rise Task Force	\$3,500.00	\$209.91	\$3,290.09	6%
10-0301-001-7024	General Code Updates - M&C	\$3,500.00	\$3,099.43	\$400.57	89%
10-0301-001-7040	Contributions - M&C	\$99,250.00	\$99,250.00	\$0.00	100%
10-0301-001-7055	Meeting Security/Rental Fees - M&C	\$7,000.00	\$1,589.66	\$5,410.34	23%
10-0301-001-7065	Equipment Purchases - M&C	\$0.00	\$114.93	(\$114.93)	0%
10-0301-003-6185	Election Expenses - M&C	\$5,000.00	\$0.00	\$5,000.00	0%
10-0301-003-6190	Rivertowns Ride & Festival - M&C	\$0.00	\$0.00	\$0.00	0%
10-0301-003-7010	Annual Calendar/Monthly Newsletter - M&C	\$4,350.00	\$0.00	\$4,350.00	0%
10-0301-003-7011	Transcription Services - M&C	\$13,971.56	\$4,549.97	\$9,421.59	33%
10-0301-003-7042	Fees to Good Will Riverbend - M&C	\$6,000.00	\$0.00	\$6,000.00	0%
<b>CITY CLERK / CITY TREASURER</b>					
10-0302-001-6000	CITY CLERK / CITY TREASURER	\$0.00	\$0.00	\$0.00	0%
10-0302-001-6001	Salaries - CLERK/TREAS	\$2,100.00	\$484.62	\$1,615.38	23%
10-0302-001-6010	FICA Expense - CLERK/TREAS	\$160.00	\$37.08	\$122.92	23%





# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	EXPENSE Description	Budget	YTD Expended	Balance	% Used
<b>FINANCE</b>					
10-0303-001-6001	Salaries - FIN	\$0.00	\$0.00	\$0.00	0%
10-0303-001-6010	FICA Expense - FIN	\$0.00	\$0.00	\$0.00	0%
10-0303-001-6015	Health/Life/Dental Expense - FIN	\$0.00	\$0.00	\$0.00	0%
10-0303-001-6020	Pension Plan - FIN	\$0.00	\$0.00	\$0.00	0%
10-0303-003-7090	FY Audit - FIN	\$35,000.00	\$0.00	\$35,000.00	0%
<b>ADMINISTRATION</b>					
10-0304-001-6001	Salaries - ADMIN	\$380,463.86	\$91,731.40	\$288,732.46	24%
10-0304-001-6008	Sellback Vacation & Sick - ADMIN	\$0.00	\$0.00	\$0.00	0%
10-0304-001-6010	FICA Expense - ADMIN	\$29,106.48	\$6,479.84	\$22,626.64	22%
10-0304-001-6015	Health/Life/Dental Expense - ADMIN	\$64,411.63	\$16,563.95	\$47,847.68	26%
10-0304-001-6020	Pension Plan - ADMIN	\$21,344.44	\$4,489.51	\$16,854.93	21%
10-0304-001-6100	Employee Retention	\$60,000.00	\$0.00	\$60,000.00	0%
10-0304-001-6105	Professional Development - ADMIN	\$4,000.00	\$0.00	\$4,000.00	0%
10-0304-001-6115	City Administrator Expense - ADMIN	\$3,000.00	\$503.64	\$2,496.36	17%
10-0304-001-6120	Computer, Hardware & IT Services - ADMIN	\$60,000.00	\$3,058.98	\$56,941.02	5%
10-0304-001-6130	Dues & Publications - ADMIN	\$1,000.00	\$370.00	\$630.00	37%
10-0304-001-6170	Office Supplies/Printing - ADMIN	\$5,000.00	\$474.26	\$4,525.74	9%
10-0304-001-6180	Postage - ADMIN	\$3,500.00	\$1,373.91	\$2,126.09	39%
10-0304-001-6195	Telephone/Internet Service - ADMIN	\$5,579.36	\$1,018.55	\$4,560.81	18%
10-0304-001-7120	Administrative Expense - ADMIN	\$5,500.00	\$292.17	\$5,207.83	5%
10-0304-001-8020	Medical Testing - ADMIN	\$500.00	\$0.00	\$500.00	0%
10-0304-001-8030	Janitorial Services - ADMIN	\$3,997.35	\$656.38	\$3,340.97	16%
10-0304-001-8050	Building Repairs - ADMIN	\$3,500.00	\$642.58	\$2,857.42	18%
10-0304-001-8055	Bldg Security Maintenance - ADMIN	\$5,000.00	\$0.00	\$5,000.00	0%
10-0304-001-8060	Preventative/Termite/Pest Control -ADMIN	\$900.00	\$0.00	\$900.00	0%
10-0304-001-8070	Building Heat - ADMIN	\$4,500.00	\$1,300.24	\$3,199.76	29%
10-0304-002-7085	Fuel & Oil - ADMIN	\$6,000.00	\$921.33	\$5,078.67	15%
10-0304-003-6122	Software Support - ADMIN	\$38,000.00	\$4,055.75	\$33,944.25	11%
10-0304-004-7350	Lease Copier ADMIN	\$3,500.00	\$828.12	\$2,671.88	24%
<b>HUMAN RESOURCES</b>					
10-0308-001-6101	Advertising- HR	\$1,500.00	\$426.29	\$1,073.71	28%
10-0308-001-6130	Dues & Publications- HR	\$0.00	\$0.00	\$0.00	0%
10-0308-001-6183	Temporary Labor/Consultant- HR	\$12,000.00	\$687.50	\$11,312.50	6%
10-0308-001-7404	Employee Training Programs- HR	\$2,000.00	\$0.00	\$2,000.00	0%
10-0308-001-8096	Contract Reimbursements- HR	\$3,000.00	\$1,150.00	\$1,850.00	38%
10-0308-001-8098	Pre-employ Background Investigation- HR	\$300.00	\$0.00	\$300.00	0%



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	EXPENSE Description	Budget	YTD Expended	Balance	% Used
<b>BOARD OF ADJUSTMENT</b>					
10-0801-001-6101	Advertising - BOA	\$1,000.00	\$100.00	\$900.00	10%
10-0801-001-6105	Professional Fees - BOA	\$10,000.00	\$258.36	\$9,741.64	3%
<b>BUILDING MAINTENANCE</b>					
10-0901-001-7045	County Sewer Assessments - BLDG	\$3,000.00	\$659.94	\$2,340.06	22%
10-0901-001-7135	Contractual Services - BLDG	\$6,000.00	\$0.00	\$6,000.00	0%
10-0901-001-8077	Town Hall Heat - BLDG	\$0.00	\$0.00	\$0.00	0%
10-0901-003-8082	Capital Reserves - BLDG	\$134,500.00	\$21,250.00	\$113,250.00	16%
10-0901-004-8085	Battery Park / Porta Potties - BLDG	\$5,000.00	\$1,247.30	\$3,752.70	25%
<b>INSURANCE</b>					
10-1001-001-7145	Public Officials Liability - INS	\$6,000.00	\$5,646.00	\$354.00	94%
10-1001-001-8055	Police Liability - INS	\$9,000.00	\$8,870.00	\$130.00	99%
10-1001-001-8065	Property and Liability - INS	\$151,000.00	\$71,823.00	\$79,177.00	48%
10-1001-001-8130	Workers Compensation - INS	\$150,000.00	\$65,736.00	\$84,264.00	44%
10-1001-001-8135	Unemployment Insurance - INS	\$11,000.00	\$83.43	\$10,916.57	1%
<b>PROFESSIONAL/CONTRACTUAL SERVICES</b>					
10-1002-001-8011	City Engineer - CONT	\$40,000.00	\$7,210.18	\$32,789.82	18%
10-1002-001-8025	City Solicitor - CONT	\$80,000.00	\$11,856.60	\$68,143.40	15%
10-1002-003-6140	AFSCME Contract Negotiations - CONT	\$5,000.00	\$0.00	\$5,000.00	0%
10-1002-003-6141	HR/Other Legal - CONT	\$5,000.00	\$0.00	\$5,000.00	0%
10-1002-003-6145	FOP Contract Negotiations - CONT	\$0.00	\$150.00	(\$150.00)	0%
<b>PLANNING COMMISSION</b>					
10-1102-003-6105	Professional Dev & Training - PC	\$500.00	\$0.00	\$500.00	0%
10-1102-003-6190	Contractual Services - PC	\$25,000.00	\$16,723.18	\$8,276.82	67%
10-1102-003-7004	Comprehensive Plan Update - PC	\$5,000.00	\$0.00	\$5,000.00	0%
<b>HISTORIC AREA COMMISSION</b>					
10-1103-003-6105	Prof Development - HAC	\$500.00	\$0.00	\$500.00	0%
10-1103-003-6140	Historic Preservation	\$7,000.00	\$0.00	\$7,000.00	0%
10-1103-003-6162	Architect - HAC	\$14,500.00	\$6,626.25	\$7,873.75	46%
10-1103-003-6190	Meeting Security	\$2,600.00	\$888.09	\$1,711.91	34%
<b>BOARD OF HEALTH</b>					
10-1109-001-6105	Professional Development - BOH	\$500.00	\$0.00	\$500.00	0%
10-1109-001-6180	Postage - BOH	\$1,200.00	\$24.41	\$1,175.59	2%
10-1109-001-6170	Supplies - BOH	\$0.00	\$0.00	\$0.00	0%
10-1109-001-7080	Meeting Security - BOH	\$840.00	\$0.00	\$840.00	0%
<b>LONG TERM RESERVES</b>					
10-1110-004-6124	Accrued Benefits	\$25,000.00	\$25,000.00	\$0.00	100%
10-1110-004-6125	Restricted Reserves / Capital	\$0.00	\$0.00	\$0.00	0%



**CITY OF NEW CASTLE**  
**SEPTEMBER 2024**  
**FY25 YTD BUDGET REPORT - 25%**

<b>Account ID</b>	<b>EXPENSE Description</b>	<b>Budget</b>	<b>YTD Expended</b>	<b>Balance</b>	<b>% Used</b>
	<i>ADMINISTRATION TOTALS</i>	<i>\$1,661,322.35</i>	<i>\$507,316.71</i>	<i>\$1,154,005.64</i>	<i>31%</i>
	<i>FINAL TOTALS</i>	<i>\$7,027,788.03</i>	<i>\$1,701,689.11</i>	<i>\$5,326,098.92</i>	



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	Description	Budget	YTD	Balance
<b>MUNICIPAL STREET AID FUND 20</b>				
<b>Revenue:</b>				
20-0000-500-0000	Municipal Street Aid	\$118,000.00	\$0.00	(\$118,000.00)
20-0000-500-0001	Municipal Street Aid Reserve carry over	\$367,200.00	\$0.00	(\$367,200.00)
<b>Expense:</b>				
20-0208-001-8121	MSAF Expenses	\$118,000.00	\$0.00	\$118,000.00
20-0208-001-8125	MSAF Reserve Expenses	\$367,200.00	\$0.00	\$367,200.00
<b>DNREC FY22 BOND FUND 24</b>				
<b>Revenue:</b>				
24-0000-500-0000	DNREC (FY22 Bond) Cap Improv/Trans Trust	\$80,000.00	\$0.00	\$80,000.00
<b>Expense:</b>				
24-0205-001-7541	DNREC (FY22 BOND) / Battery Park Dock	\$0.00	\$0.00	\$0.00
24-0205-001-8015	DNREC (FY22 BOND) / Floating Pier	\$80,000.00	\$0.00	\$80,000.00
<b>COMMUNITY TRANSPORTATION FUND 25</b>				
<b>Revenue:</b>				
25-0000-500-0000	CTF P-PROG-01 (Road Repairs)	\$65,000.00	\$0.00	\$65,000.00
<b>Expense:</b>				
25-0207-001-8120	CTF P-PROG-01 (Road Repairs)	\$65,000.00	\$0.00	\$65,000.00
<b>DNREC FY25 BOND FUND 26</b>				
<b>Revenue:</b>				
26-0000-500-0000	CRF (FY25 BOND) Roads /Plaground /PSAF	\$1,299,000.00	\$0.00	\$1,299,000.00
<b>Expense:</b>				
26-0205-001-7540	CRF (FY25 Bond) Road Repair	\$862,000.00	\$0.00	\$862,000.00
26-0205-001-7541	CRF (FY25 Bond) Battery Park Playground	\$375,000.00	\$0.00	\$375,000.00
26-0205-001-7542	CRF (FY25 Bond) Police Renovation	\$62,000.00	\$0.00	\$62,000.00
<b>DNREC FY23 BOND FUND 27</b>				
<b>Revenue:</b>				
27-0000-500-0000	CRF (FY23 BOND) \$605,654	\$128,428.98	\$48,867.90	\$79,561.08
<b>Expense:</b>				
27-0205-001-7541	CRF (FY23 BOND) Wharf Cameras	\$0.00	\$0.00	\$0.00
27-0205-001-7542	CRF (FY23 BOND) City Wide Cameras	\$28,428.98	\$0.00	\$28,428.98
27-0205-001-8015	CRF (FY23 BOND) Floating Pier	\$100,000.00	\$0.00	\$100,000.00
<b>DNREC FY24 BOND FUND 28</b>				
<b>Revenue:</b>				
28-0000-500-0000	CRF (FY24 BOND) \$765,000	\$765,000.00	\$0.00	\$765,000.00
<b>Expense:</b>				
28-0205-001-7540	CRF (FY24 BOND) Misc Capital Projects	\$765,000.00	\$0.00	\$765,000.00



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	Description	Budget	YTD	Balance
<b>DNREC FY18 BOND FUND 32</b>				
<b>Revenue:</b>				
32-0000-500-0000	FY2018 DNREC Bond Fund / Floating Pier	\$470,074.19	\$160,693.48	\$309,380.71
<b>Expense:</b>				
32-0205-004-8015	FY2018 DNREC Bond Fund / Floating Pier	\$470,074.19	\$160,767.47	\$309,306.72
<b>DEMA / PDM FUND 40</b>				
<b>Revenue:</b>				
40-0000-500-0000	DEMA FY19 PDM Grant	\$25,556.58	\$5,249.20	\$20,307.38
<b>Expense:</b>				
40-0205-004-7536	Contractual Service - DEMA FY19 PDM	\$25,556.58	\$5,249.20	\$20,307.38
<b>CJC FUND 80</b>				
<b>Revenue:</b>				
80-0000-500-0000	CJC - 2023-AR-P/T-3188 Grant	\$330,549.20	\$34,327.09	\$296,222.11
<b>Expense:</b>				
80-0101-001-7060	CJC/ 2023-AR-P/T-3188	\$330,549.20	\$27,217.51	\$303,331.69
<b>DPS / VIOLENT CRIME GRANT FUND 83</b>				
<b>Revenue:</b>				
83-0000-500-0000	FCVC GRANT / V-04-24	\$10,349.92	\$9,360.00	\$989.92
<b>Expense:</b>				
83-0101-001-6001	V-04-24 Overtime	\$10,349.92	\$0.00	\$10,349.92
83-0101-001-6010	V-04-24 FICA	\$0.00	\$0.00	\$0.00
83-0101-001-8050	V-04-24 EQUIPMENT/TRAVEL	\$0.00	\$6,749.63	(\$6,749.63)
<b>SALLE GRANT FUND 84</b>				
<b>Revenue:</b>				
84-0000-500-0000	SALLE Grant	\$6,000.00	\$4,860.42	\$1,139.58
<b>Expense:</b>				
84-0104-001-6000	SALLE	\$0.00	\$0.00	\$0.00
84-0104-001-6005	Overtime - SALLE	\$0.00	\$0.00	\$0.00
84-0104-001-6010	FICA expense - SALLE	\$0.00	\$0.00	\$0.00
84-0104-001-7060	Equipment/Rental - SALLE	\$6,000.00	\$4,544.92	\$1,455.08
<b>HIGHWAY SAFETY GRANT FUND 85</b>				
<b>Revenue:</b>				
85-0000-500-0000	Highway Safety Grants	\$8,000.00	\$4,713.00	\$3,287.00
<b>Expense:</b>				
85-0102-001-6005	Overtime - Highway Safety	\$8,000.00	\$4,713.00	\$3,287.00
85-0102-001-7060	Equipment - Highway Safety	\$0.00	\$0.00	\$0.00
<b>EIDE GRANT FUND 88</b>				
<b>Revenue:</b>				



# CITY OF NEW CASTLE

## SEPTEMBER 2024

### FY25 YTD BUDGET REPORT - 25%

Account ID	Description	Budget	YTD	Balance
88-0000-500-0000	EIDE Grant	\$3,902.50	\$0.00	\$3,902.50
<b>Expense:</b>				
88-0103-001-6005	Overtime - EIDE	\$3,902.50	\$0.00	\$3,902.50
88-0103-001-6010	FICA Expense - EIDE	\$0.00	\$0.00	\$0.00
88-0103-001-7060	Equipment - EIDE	\$0.00	\$0.00	\$0.00
88-0103-001-7062	Auto Rental/Buy Money - EIDE	\$0.00	\$0.00	\$0.00
<b>GIA/SEPARATION DAY GRANT FUND 95</b>				
<b>Revenue:</b>				
95-0000-500-0000	Separation Day Grant	\$36,000.00	\$41,804.40	(\$5,804.40)
95-0000-500-0001	Separation Day -Fees/Contributions	\$33,000.00	\$16,350.00	\$16,650.00
95-0000-500-0002	Separation Day - Admission/Sales	\$8,500.00	\$2,951.82	\$5,548.18
<b>Expense:</b>				
95-1108-001-6105	Professional Fees - SEPDAY	\$50,000.00	\$0.00	\$50,000.00
95-1108-001-6170	Supplies - SEPDAY	\$5,000.00	\$0.00	\$5,000.00
95-1108-001-6180	Postage - SEPDAY	\$0.00	\$0.00	\$0.00
95-1108-001-6185	Printing/Publications/Adv - SEPDAY	\$1,000.00	\$0.00	\$1,000.00
95-1108-001-6190	Rent - SEPDAY	\$4,500.00	\$0.00	\$4,500.00
95-1108-001-7120	Administrative Expense - SEPDAY	\$7,500.00	\$0.00	\$7,500.00
95-1108-001-7222	Police/EMS/Public Works - SEPDAY	\$8,500.00	\$0.00	\$8,500.00
95-1108-001-8065	Insurance - SEPDAY	\$1,000.00	\$0.00	\$1,000.00

**TO: Antonina Tantillo, City Administrator**  
**FROM: Jeff Bergstrom,**  
**Building Official**  
**DATE: October 4, 2024**  
**RE: September 2024 Activity**



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Thirty-five building permit applications were processed in September for approximately \$1,430,642.00 worth of construction, and \$24,675.10 in fees were collected.

Seventeen 2024 business licenses were processed, resulting in fees of \$2,450.00.

One Certificate of Occupancy were issued, following required inspections, resulting in a fee of \$50.00

Meetings attended included the Historic Area Commission on the 12<sup>th</sup>.

The department made about 88 formal inspections during the period.

In addition to regular workload, other projects included: public works inspections & issues; development & site work issues; and vacant building issues.

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## **September 2024 Property Maintenance Report**

- One property in town remains vacant and boarded
- Seven properties are vacant with major renovations underway
- Thirty-three properties are vacant properties.
- Eight properties are nuisance properties that require continued monitoring to make certain they remain code compliant.



***New Castle City Building Department / 220 Delaware Street / New Castle, DE 19720-4816  
Phone (302) 322-9813 Fax (302) 323-9814***

## **BUILDING OFFICIAL'S REPORT**

**September 2024**

To: Members of New Castle City Council  
Submitted by: Jeffrey Bergstrom, Building Official

Number of Building Permits Issued.....	35
Estimated Cost of Work.....	\$1,430,642.00
Fees Collected.....	\$24,675.10

### Inspections Performed (by type)

Site/Footing/Masonry.....	52
Framing/Structural.....	11
Plumbing/HVAC.....	24
Final/Certificates of Occupancy.....	1

cc: Building Report File  
City Council



## SEPTEMBER 2024 BUSINESS LICENSES

License No.	Business Name	Business Location	Paid Amount
24000822	GHSHEd CHOP CHOP BAR	3 RIDLEY CT NEW CASTLE DE	50.00
24000823	AF ALBER	114 ELEPHANT RD HILLTOWN PA	50.00
24000824	STOLTZFUS STRUCTURES	5075 LOWER VALLEY RD ATGLEN PA	360.00
24000825	FIVE BELOW #8244	145 SUNSET BLVD NEW CASTLE DE	210.00
24000826	J. HARRIS MECHANICAL	16 DANSFIELD DR WILMINGTON DE	50.00
24000827	VICTORY ELECTRICAL SERVICES	14 ERSKINE CT NEWARK DE	50.00
24000828	EA ENGINEERING, SCIENCE ET ALL	225 SHILLING CIR HUHT VALLEY MD	360.00
24000829	SIMON ROOFING & SHEET METAL	70 KARAGO AVE YOUNGSTOWN OH	50.00
24000830	DREAM BAKERY LLC	222 DELAWARE ST NEW CASTLE DE	50.00
24000831	THE WINDOW ON DELAWARE ST	222 DELAWARE ST NEW CASTLE DE	50.00
24000832	THE HILLER COMPANIES LLC	505 SCHOOLHOUSE RD KENNETT SQ PA	360.00
24000833	DST CONSTRUCTION	303 CLINTON ST DELAWARE CITY DE	50.00
24000834	WERTZ & CO INC	116 VALLEY RD WILMINGTON DE	210.00
24000835	GREEN SIDE UP LAWN & LANDSCAPE	406 1/2 HILLSIDE AVE WILMINGTON DE	50.00
24000836	GARAVENTA LIFT INC	401 ELMWOOD AVE SHARON HILL PA	90.00
24000837	NOBLE MECHANICAL CONST. INC	207 EAST AVENUE NEW CASTLE DE	50.00
24000838	COMMUNICATIONS CONST. GROUP	111 GREENMONT RD RISING SUN MD	360.00
<b>Total 17</b>			<b>\$2,450.00</b>

## SEPTEMBER 2024 RENTAL LICENSES

License No.	Rental Housing License	Property Location	Paid Amount
<b>Total 0</b>			<b>\$0.00</b>

## SEPTEMBER 2024 BUILDING PERMITS

Permit No.	Owner Name	Property Location	Work Type	Zone	HDFee	DDD	Date	Cost	Paid Amount
26000	DONNA JEFFERS	211 BRYLGN AVE	ALTERATION	R1			8/27/24	14,875.00	373.12
26001	FREEDOM DEVELOPMENT	512 ARROWGRASS LN	NEW BUILDING	R3			8/27/24	10,000.00	50.00
26002	FREEDOM DEVELOPMENT	514 ARROWGRASS LN	NEW BUILDING	R3			8/27/24	10,000.00	50.00
26003	CENTERPOINT 800 LLC	800 CENTERPOINT BLVD	ALTERATION	I			8/27/24	91,703.00	1,525.55
26004	DOANLD & DENISE DODSON JR	80 W 5TH ST	REPAIR REPLACE	HR	50	DDD	8/27/24	59,963.00	1,099.45
26005	JAMES SLAGLE & ARNOLD LIGUORI	110 W 7TH ST	FENCE	R2			8/28/24	2,980.00	194.70
26006	TIGANI VENTURES LLC	100 S MEWS DR	SIGN	IOP			9/3/24	6,998.00	254.97
26007	KATHLEEN CURRAN & PATRICK PINNELL	105 THE STRAND	NEW BUILDING	HR	50		9/16/24	625,243.00	9,564.00
26008	FREEDOM DEVELOPMENT	238 N HERON CIR	NEW BUILDING	R3			9/9/24	3,500.00	50.00
26009	TRUSTEES OF NEW CASTLE COMMONS	148 SUNSET BLVD	ALTERATION	GC			9/10/24	2,400.00	186.00
26010	FREEDOM DEVELOPMENT	246 N HERON CIR	NEW BUILDING	R3			9/10/24	3,600.00	50.00
26011	FREEDOM DEVELOPMENT	516 ARROWGRASS LN	NEW BUILDING	R3			9/11/24	10,000.00	50.00
26012	FREEDOM DEVELOPMENT	518 ARROWGRASS LN	NEW BUILDING	R3			9/11/24	10,000.00	50.00
26013	FREEDOM DEVELOPMENT	520 ARROWGRASS LN	NEW BUILDING	R3			9/11/24	10,000.00	50.00
26014	FREEDOM DEVELOPMENT	522 ARROWGRASS LN	NEW BUILDING	R3			9/12/24	10,000.00	50.00
26015	FREEDOM DEVELOPMENT	524 ARROWGRASS LN	NEW BUILDING	R3			9/12/24	10,000.00	50.00
26016	FREEDOM DEVELOPMENT	222 N HERON CIR	NEW BUILDING	R3			9/12/24	10,000.00	50.00
26017	FREEDOM DEVELOPMENT	238 N HERON CIR	NEW BUILDING	R3			9/12/24	10,000.00	50.00
26018	ELIZABETH PASHLEY	46 W 4TH ST	REPAIR REPLACE	HR	50	DDD	9/12/24	6,950.00	304.25
26019	BETTY JEAN BATES	906 YOUNG ST	REPAIR REPLACE	R3			9/13/24	5,498.00	232.47
26020	ALFRED BOLAND	122 DELAWARE ST	ALTERATION	HC	50	DDD	9/13/24	23,500.00	552.50
26021	JOHN & SUSAN STONESIFER	523 DELAWARE ST	REPAIR REPLACE	R2	50	DDD	9/16/24	3,970.00	259.55
26022	FREEDOM DEVELOPMENT	246 N HERON CIR	NEW BUILDING	R3			9/16/24	2,413.00	50.00
26023	ANGELO CESARI	230 N HERON CIR	FENCE	R3			9/18/24	10,606.00	309.09
26024	TRUSTEES OF NEW CASTLE COMMONS	100 N DUPONT HWY	REPAIR REPLACE	GC			9/19/24	48,013.00	870.00
26025	FREEDOM DEVELOPMENT	251 N HERON CIR	NEW BUILDING	R3			9/19/24	324,000.00	5,010.00
26026	DANIEL PLUMLEY	729 CLAYTON ST	REPAIR REPLACE	R2		DDD	9/24/24	5,000.00	225.00
26027	WILDER PROPERTY ACQUISITIONS	727 CLAYTON ST	REPAIR REPLACE	R2			9/24/24	10,000.00	300.00
26028	ANNA BURNS	6 W 5TH ST	REPAIR REPLACE	HR	50	DDD	9/18/24	27,000.00	578.00
26029	PHOEBE DILL TRUSTEE	112 W 3RD ST	REPAIR REPLACE	HR	50		9/20/24	2,952.00	244.28
26030	TRUSTEES OF NEW CASTLE COMMONS	148 SUNSET BLVD	ALTERATION	GC			9/23/24	10,000.00	600.00
26031	ANNITA KING	1016 CLAYTON ST	REPAIR REPLACE	R3			9/24/24	6,400.00	246.00
26032	KAREN WHALEN	150 E 4TH ST	REPAIR REPLACE	HR			9/24/24	6,850.00	252.75
26033	MARK & ERIN CHAUMP	144 E 2ND ST	REPAIR REPLACE	HR	50		9/24/24	16,948.00	454.22
26034	ROBERT SMITS	21 THE STRAND	REPAIR REPLACE	HR			9/25/24	19,280.00	439.20
<b>Total 35</b>								<b>\$1,430,642.00</b>	<b>\$24,675.10</b>



NEW CASTLE CITY POLICE DEPARTMENT  
MONTHLY REPORT

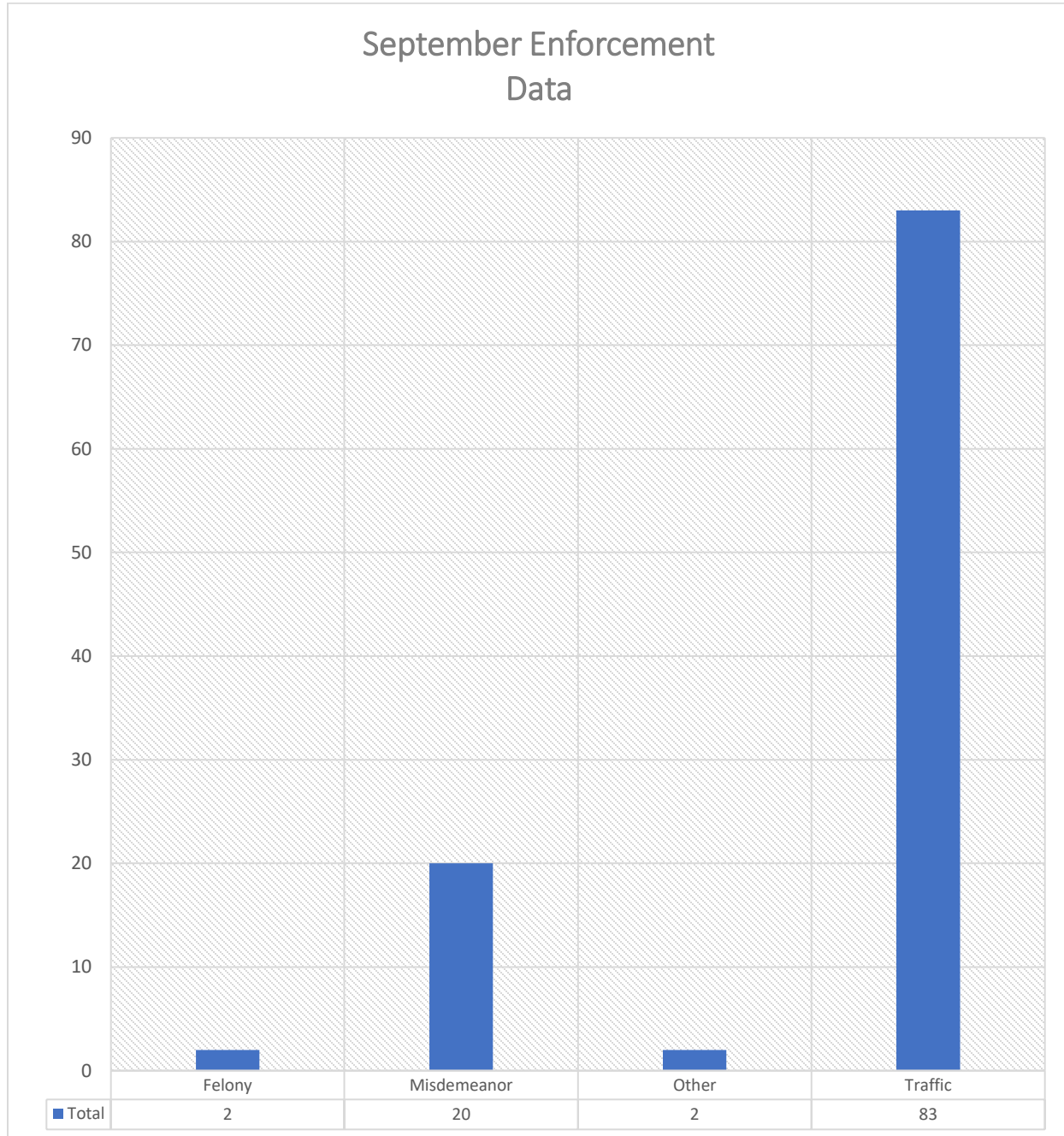
October 8th, 2024

City Council Report  
For September 2024

NEW CASTLE CITY POLICE DEPARTMENT MONTHLY REPORT

Total Complaints	Total Dispatched Calls	Crime Reports Written	Field Service Reports
<b>460</b>	<b>265</b>	<b>131</b>	<b>165</b>
Overdose/NARCAN	DUI	Shooting Outside City	Shooting Inside City
<b>3/0</b>	<b>0</b>	<b>0</b>	<b>0</b>

September Enforcement Data



**September 2024  
YTD Crime Statistics**

**PART I CRIMES**

Crime	2024	2023
Kidnap	<u>1</u>	<u>0</u>
Rape	<u>3</u>	<u>0</u>
Robbery	<u>0</u>	<u>6</u>
Assault/Aggravated	<u>11</u>	<u>10</u>
Burglary	<u>7</u>	<u>4</u>
Theft	<u>113</u>	<u>107</u>
Theft/Auto	<u>2</u>	<u>2</u>
All Other	<u>6</u>	<u>10</u>
	<b>143</b>	<b>139</b>

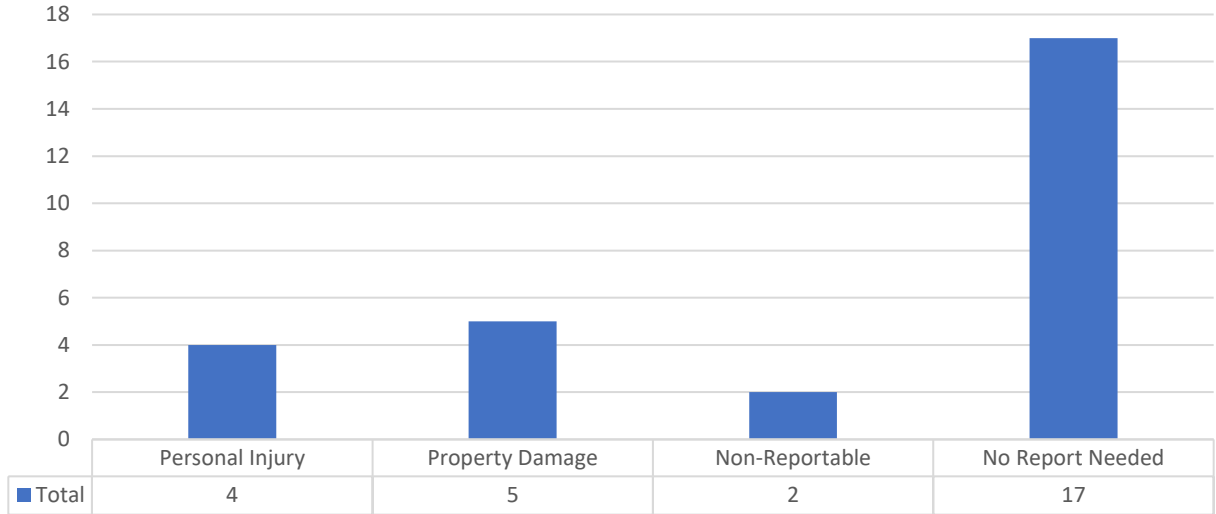
**PART II CRIMES**

Crime	2024	2023
Theft/Auto	<u>7</u>	<u>6</u>
Other Assaults	<u>58</u>	<u>58</u>
Rec. Stolen Property	<u>0</u>	<u>0</u>
Criminal Mischief	<u>53</u>	<u>45</u>
Weapons	<u>10</u>	<u>10</u>
Other Sex Offenses	<u>2</u>	<u>1</u>
Drugs	<u>34</u>	<u>45</u>
Noise/Disorderly Premise	<u>39</u>	<u>37</u>
Trespass	<u>25</u>	<u>27</u>
Disorderly Conduct	<u>3</u>	<u>7</u>
Other	<u>883</u>	<u>864</u>
	<b>1114</b>	<b>1100</b>

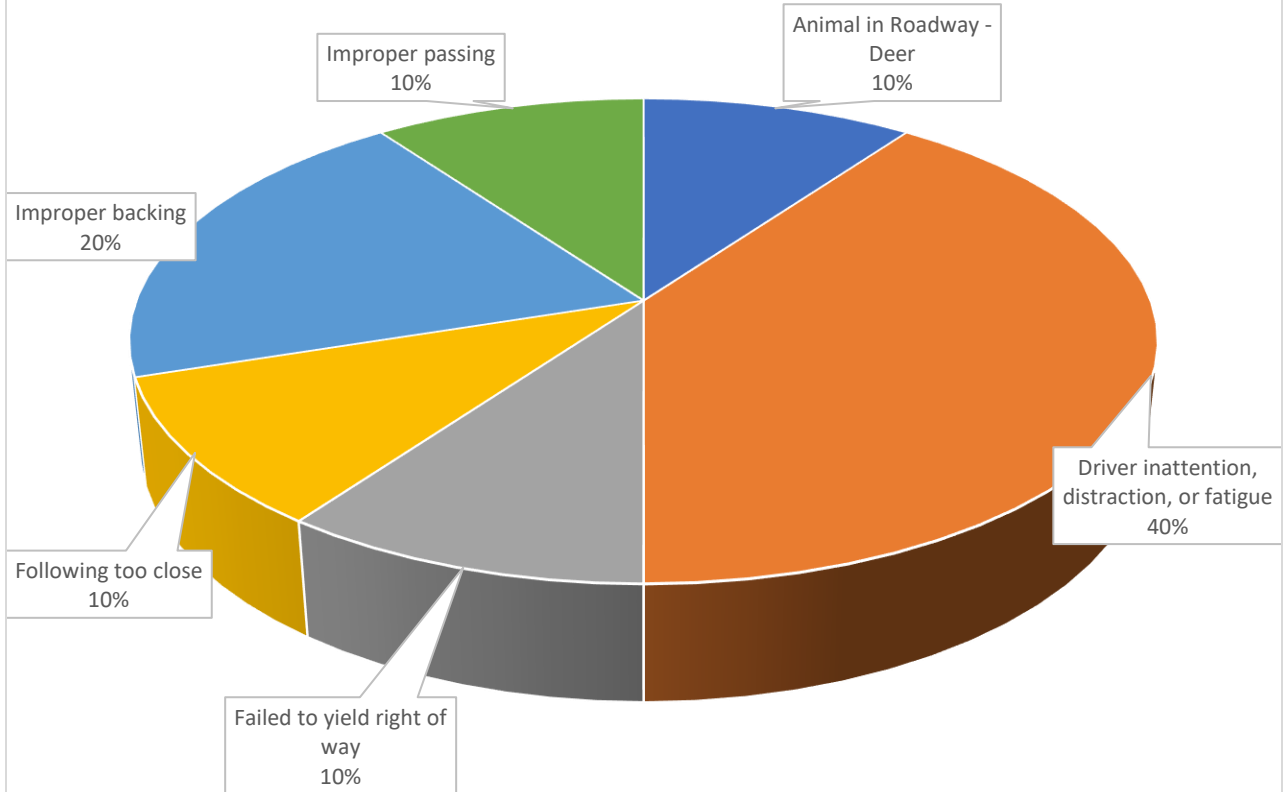
**PART III CRIMES**

Crime	2024	2023
Alarm	<u>249</u>	<u>210</u>
Animal Control	<u>14</u>	<u>8</u>
Recovered Property	<u>17</u>	<u>17</u>
Service	<u>528</u>	<u>565</u>
Suspicious Per/Veh	<u>158</u>	<u>156</u>
	<b>966</b>	<b>956</b>
	<b>2223</b>	<b>2195</b>

September 2024  
Crash Data



Primary Contributing Factors



NEW CASTLE CITY POLICE DEPARTMENT MONTHLY REPORT

September 2024  
Quality of Life Calls

Location / Incident Type	Total
Airport Plaza Shopping Ctr	11
Assault - Just Occurred	1
Disorderly person	2
Suspicious person	2
Terroristic Threatening-In Progress	1
Theft - In Progress	1
Theft - Just Occurred	2
Trespass - In Progress	2
Baldton	2
Burglary - Just Occurred	1
Suspicious person	1
Buttonwood	1
Disorderly person	1
Center Point Industrial Park	2
Animal	1
Suspicious person	1
Dobbinsville	2
Assault - Just Occurred	1
Theft - In Progress	1
Helm at Deemers Landings	1
Suspicious vehicle	1
New Castle / Shawtown	19
Assault - In Progress	1
Disorderly person	3
Drug Violation	1
Fireworks	1
Harassment - Just Occurred	1
Indecent Exposure	1
Loud Music/Party	3
Noise Complaint	1
Suspicious person	1
Suspicious vehicle	2
Terroristic Threatening-Just Occurred	1
Theft - Just Occurred	1
Traffic Violation	2
New Castle Manor	1
Animal	1
Riverbend at Old New Castle	1

NEW CASTLE CITY POLICE DEPARTMENT MONTHLY REPORT

Loud Music/Party	1
Riveredge Industrial Park	3
Assault - In Progress	1
Traffic Violation	1
Trespass - In Progress	1
South River Shop Plaza	2
Theft - Just Occurred	1
Traffic Violation	1
The Garrison	1
Suspicious person	1
Washington Park	4
Criminal Mischief - Just Occurred	1
Disorderly person	1
Loud Music/Party	1
Suspicious vehicle	1
Grand Total	50



### Response Time

Each highlighted incident on the graph involves outliers in response time. In several of the incident types there were multiple outliers that affected the overall response time. Several common causes to these deviations are;

1. Responding officer not marked or does not transmit "on scene".
2. Officers delay their direct response to check the area around the location for suspects or victims known to have fled the scene.
3. Incidents are downgraded after entry but prior to dispatch.

### Priority One Calls for Service September 2024

Incident Type	Total Call Count	Response Time
Accident PI	5	0:03:16
Assault - In Progress	2	0:05:23
Domestic - In Progress	16	0:06:14
Domestic w/Weapons - In Progress	1	0:05:11
Domestic w/Weapons - Just Occurred	1	0:01:46
Suicidal Person - In Progress	2	0:04:53
Terror. Threatening-In Progress	1	0:09:36
<b>Grand Total</b>	<b>28</b>	<b>0:05:28</b>



GOOD WILL FIRE COMPANY  
SEPTEMBER REVIEW 2024





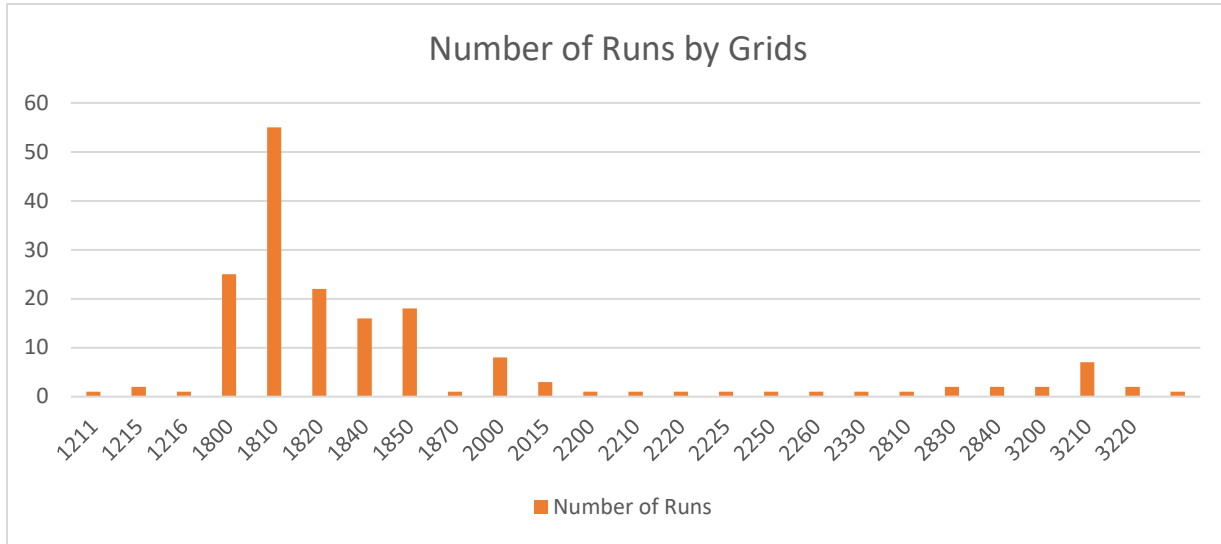
# Coverage Area



## Coverage Area Continue

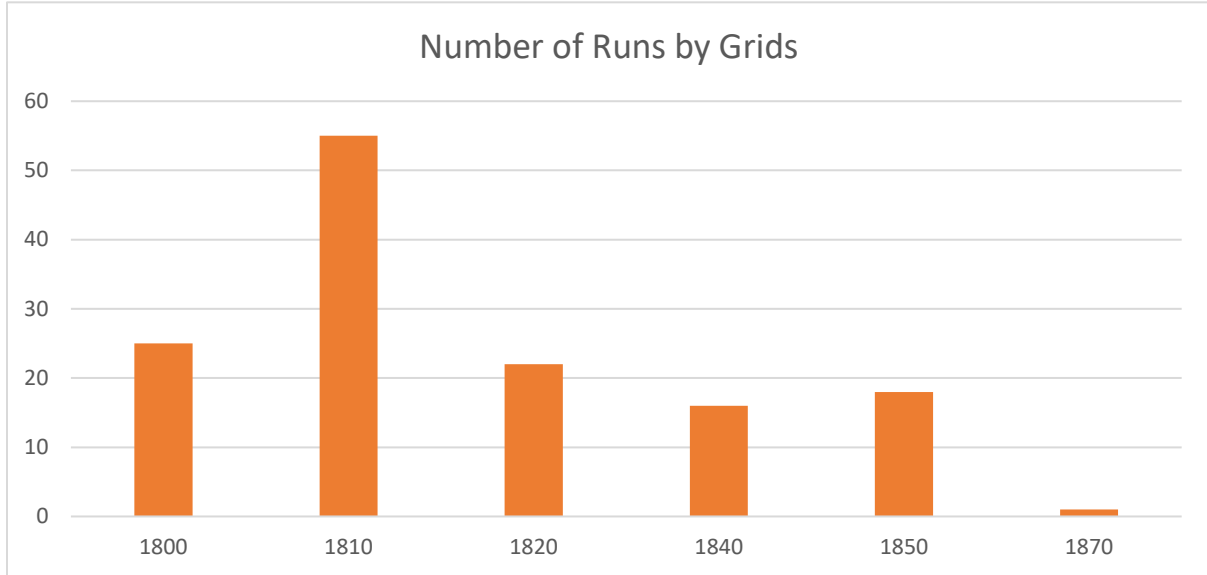
- Grid 1800: New Castle (Downtown area)
- Grid 1810: Van Dyke Village; Baldton; New Castle Manor; Boothhurst; Booker Circle; Penn Valley; Buttonwood; Castle Hills; Jefferson Farms; Boulden
- Grid 1820: Stockton; Wilmington Manor Gardens; Penn Acres South
- Grid 1833: Delaware River from 3<sup>rd</sup> St Boat Ramp to the High-Tension Power Lines
- Grid 1834: Delaware River from 3<sup>rd</sup> St Boat Ramp to the area of Buttonwood
- Grid 1840: Washington Park; Dobbinsville; Centerpoint Industrial Park; Quigley Blvd
- Grid 1850: Villages of Llangollen; Llangollen Estates; Riversedge; Wynthorpe; Beaverbrook Crest; Bayview Manor; Pines at Bayview
- Grid 1870: Riverbend
- Grid 18TRL: Jack A. Markell Trail (from Delaware St. to Boulden Blvd)

# Ems Incidents for the Month



Scene Incident Zone	Number of Runs	Percent of Total Runs
1211	1	0.57%
1215	2	1.14%
1216	1	0.57%
1800	25	14.20%
1810	55	31.25%
1820	22	12.50%
1840	16	9.09%
1850	18	10.23%
1870	1	0.57%
2000	8	4.55%
2015	3	1.70%
2200	1	0.57%
2210	1	0.57%
2220	1	0.57%
2225	1	0.57%
2250	1	0.57%
2260	1	0.57%
2330	1	0.57%
2810	1	0.57%
2830	2	1.14%
2840	2	1.14%
3200	2	1.14%
3210	7	3.98%
3220	2	1.14%
	1	0.57%
<b>Total</b>	<b>176</b>	

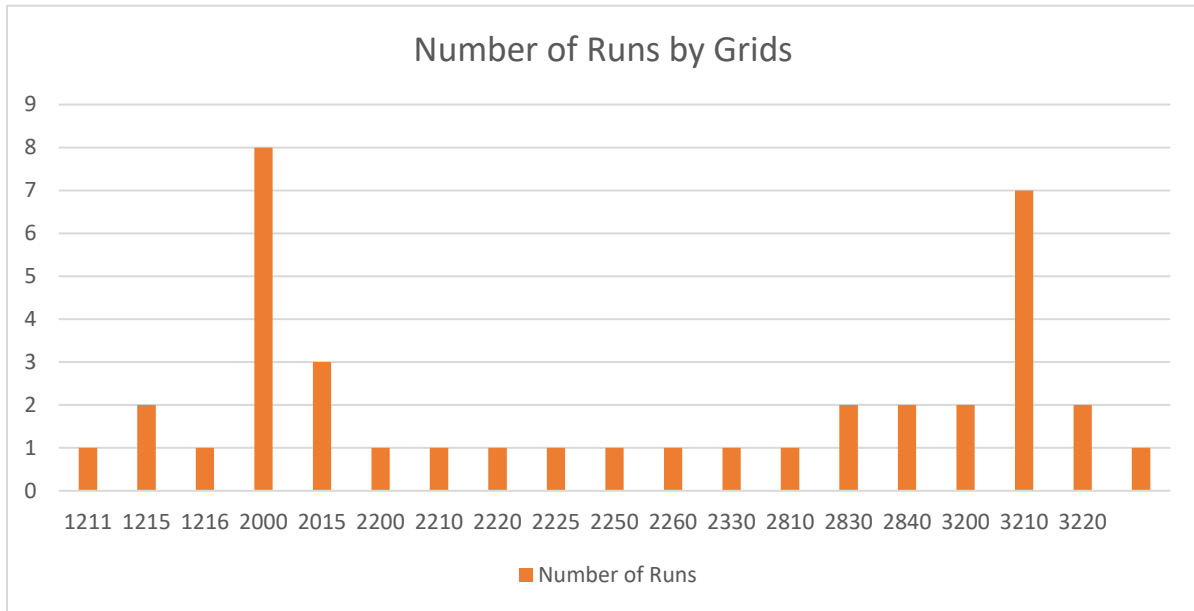
# In District Responses



Scene Incident Zone	Number of Runs	Percent of Total Runs
1800	25	14.20%
1810	55	31.25%
1820	22	12.50%
1840	16	9.09%
1850	18	10.23%
1870	1	0.57%
<b>Total</b>	<b>137</b>	



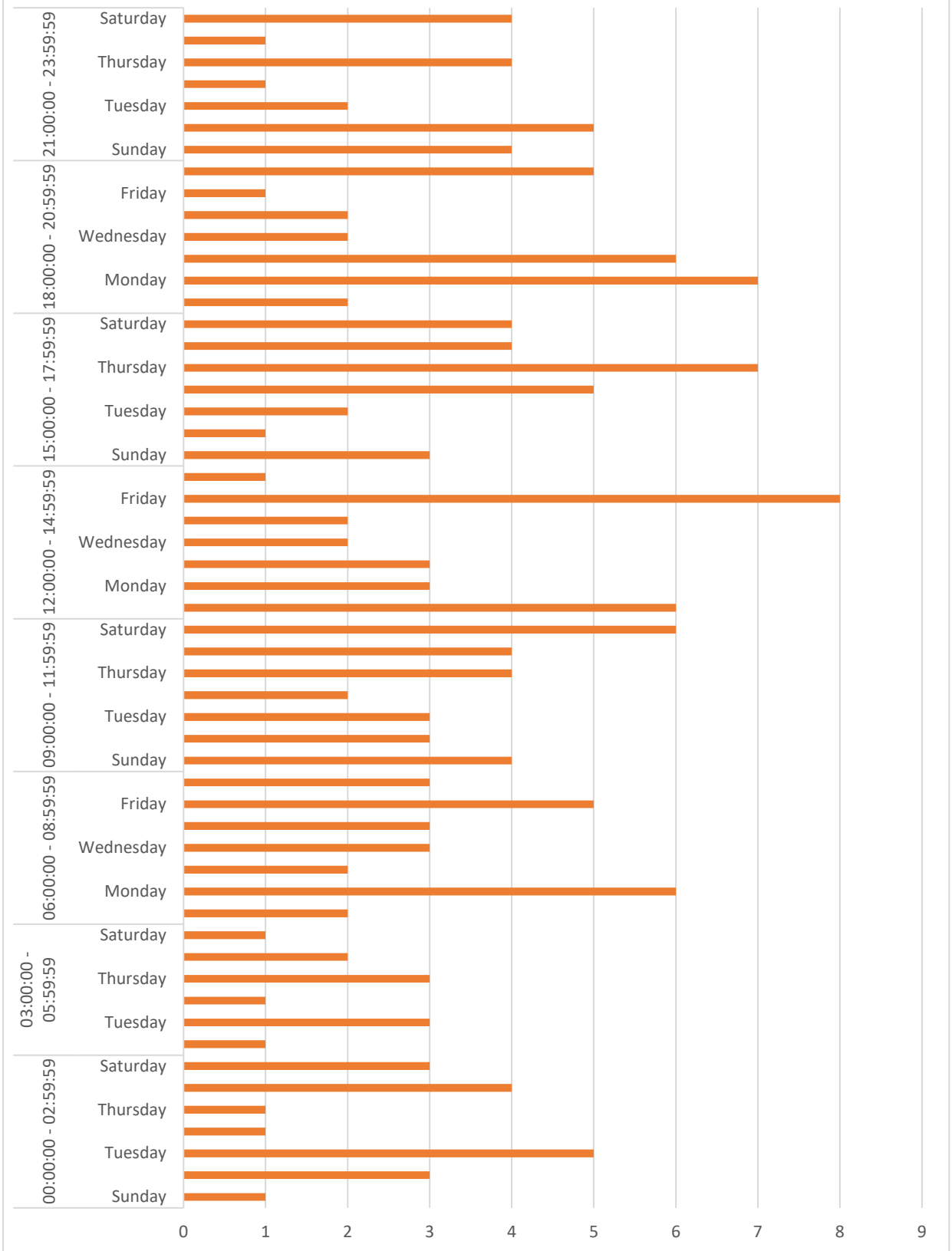
# Out of District Responses



Scene Incident Zone	Number of Runs	Percent of Total Runs
1211	1	0.57%
1215	2	1.14%
1216	1	0.57%
2000	8	4.55%
2015	3	1.70%
2200	1	0.57%
2210	1	0.57%
2220	1	0.57%
2225	1	0.57%
2250	1	0.57%
2260	1	0.57%
2330	1	0.57%
2810	1	0.57%
2830	2	1.14%
2840	2	1.14%
3200	2	1.14%
3210	7	3.98%
3220	2	1.14%
	1	0.57%
<b>Total</b>	<b>39</b>	

## Sum of Number of Runs by Incident Three Hour Range Of Day

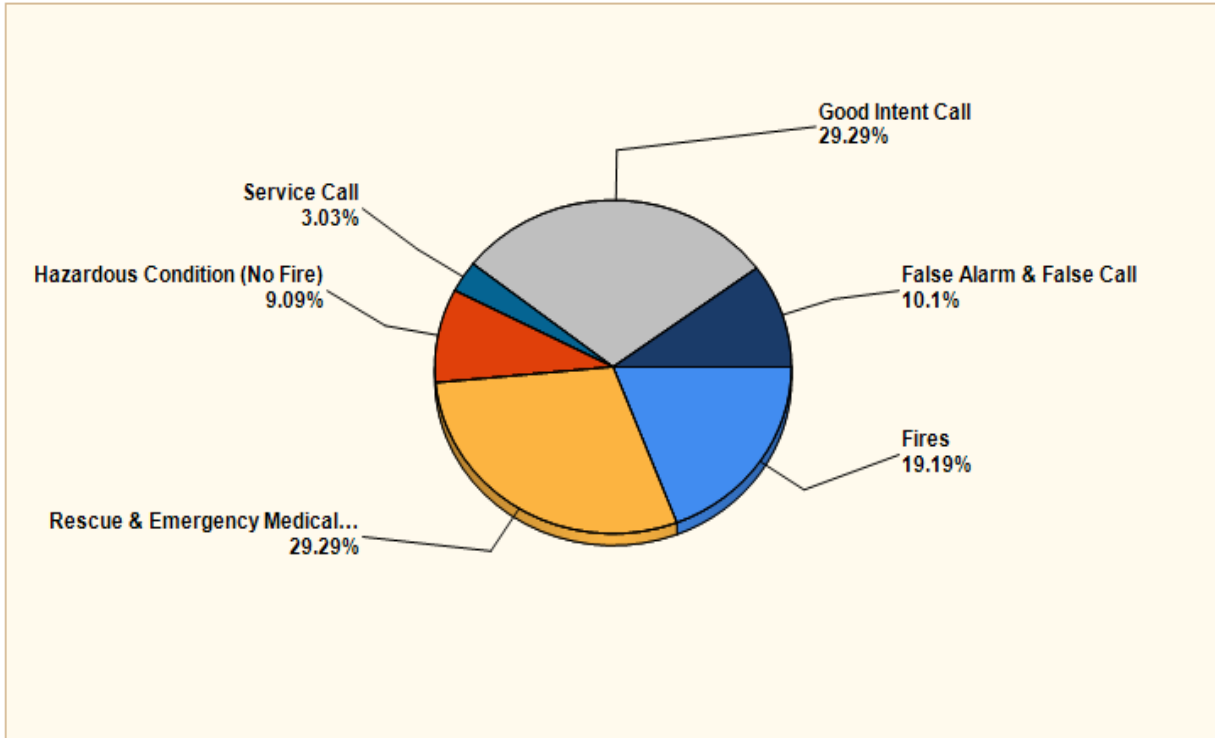
24



## Incidents by Response Disposition

Disposition Incident Patient Disposition (eDisposition.12)	Number of Runs	Percent of Total Runs
BLS Transport (911 calls - if you are a BLS Provider)	108	61.36%
Cancellation	25	14.20%
Public Service	18	10.23%
Patient Refusal	15	8.52%
Agency Assist	3	1.70%
Standby-No Patient Contacts	2	1.14%
Transfer of Care	2	1.14%
Unable to Location Patient / Scene	2	1.14%
DOPA	1	0.57%
<b>Total</b>	<b>176</b>	

## Fire Incidents for the Month

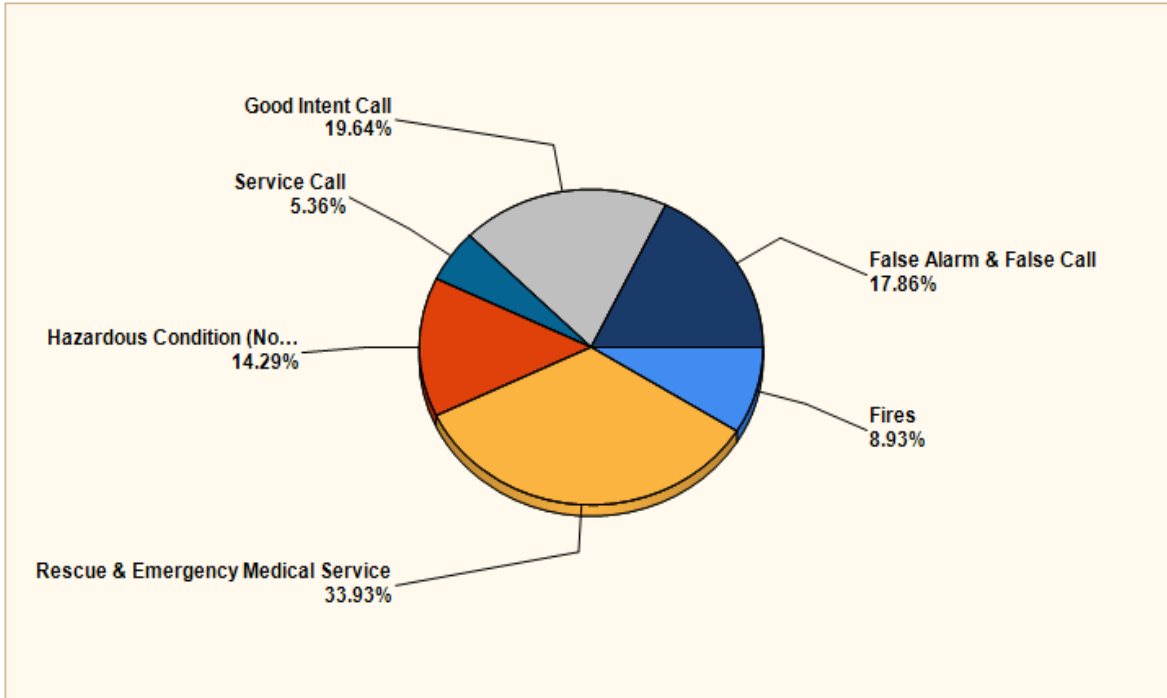


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	19	19.19%
Rescue & Emergency Medical Service	29	29.29%
Hazardous Condition (No Fire)	9	9.09%
Service Call	3	3.03%
Good Intent Call	29	29.29%
False Alarm & False Call	10	10.1%
<b>TOTAL</b>	<b>99</b>	<b>100%</b>

## Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	12	12.12%
113 - Cooking fire, confined to container	3	3.03%
131 - Passenger vehicle fire	1	1.01%
140 - Natural vegetation fire, other	1	1.01%
141 - Forest, woods or wildland fire	1	1.01%
142 - Brush or brush-and-grass mixture fire	1	1.01%
311 - Medical assist, assist EMS crew	15	15.15%
322 - Motor vehicle accident with injuries	10	10.1%
342 - Search for person in water	1	1.01%
365 - Watercraft rescue	3	3.03%
400 - Hazardous condition, other	1	1.01%
411 - Gasoline or other flammable liquid spill	1	1.01%
412 - Gas leak (natural gas or LPG)	1	1.01%
424 - Carbon monoxide incident	1	1.01%
440 - Electrical wiring/equipment problem, other	3	3.03%
441 - Heat from short circuit (wiring), defective/worn	1	1.01%
445 - Arcing, shorted electrical equipment	1	1.01%
553 - Public service	3	3.03%
611 - Dispatched & cancelled en route	24	24.24%
631 - Authorized controlled burning	3	3.03%
651 - Smoke scare, odor of smoke	2	2.02%
700 - False alarm or false call, other	1	1.01%
733 - Smoke detector activation due to malfunction	6	6.06%
736 - CO detector activation due to malfunction	1	1.01%
743 - Smoke detector activation, no fire - unintentional	2	2.02%
<b>TOTAL INCIDENTS:</b>	<b>99</b>	<b>100%</b>

## In District Incidents for the Month

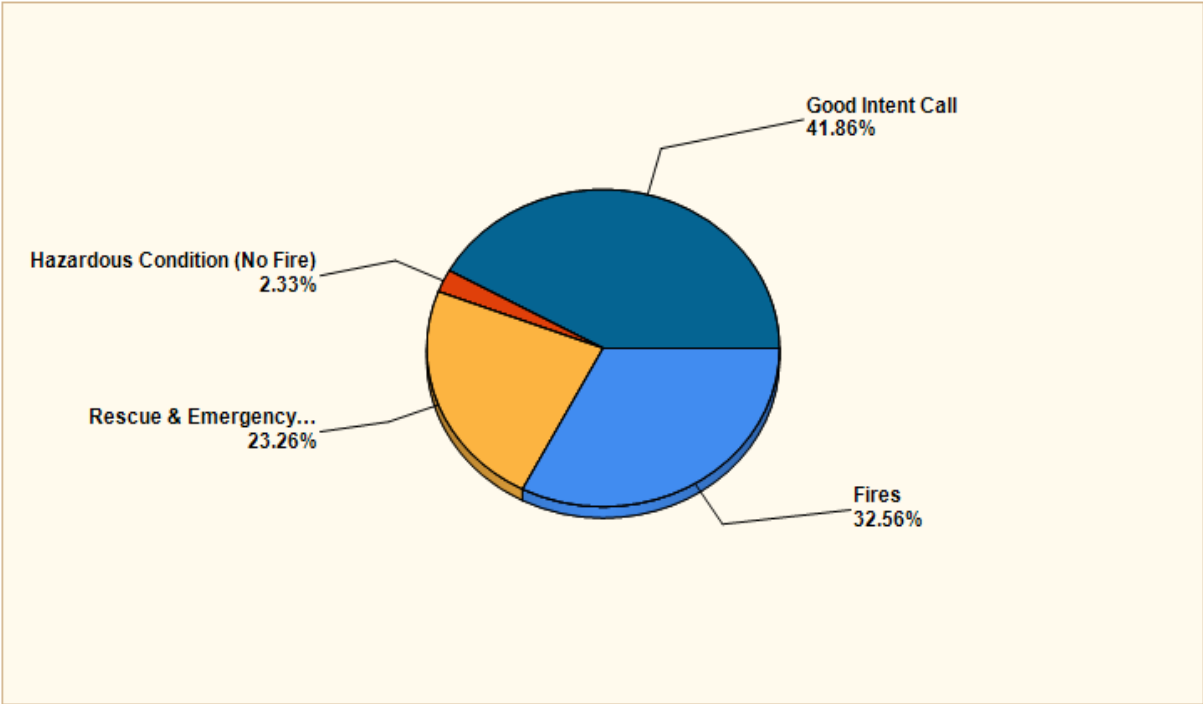


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	8.93%
Rescue & Emergency Medical Service	19	33.93%
Hazardous Condition (No Fire)	8	14.29%
Service Call	3	5.36%
Good Intent Call	11	19.64%
False Alarm & False Call	10	17.86%
<b>TOTAL</b>	<b>56</b>	<b>100%</b>

## Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	2	3.57%
131 - Passenger vehicle fire	1	1.79%
141 - Forest, woods or wildland fire	1	1.79%
142 - Brush or brush-and-grass mixture fire	1	1.79%
311 - Medical assist, assist EMS crew	14	25%
322 - Motor vehicle accident with injuries	5	8.93%
400 - Hazardous condition, other	1	1.79%
411 - Gasoline or other flammable liquid spill	1	1.79%
412 - Gas leak (natural gas or LPG)	1	1.79%
424 - Carbon monoxide incident	1	1.79%
440 - Electrical wiring/equipment problem, other	3	5.36%
441 - Heat from short circuit (wiring), defective/worn	1	1.79%
553 - Public service	3	5.36%
611 - Dispatched & cancelled en route	7	12.5%
631 - Authorized controlled burning	3	5.36%
651 - Smoke scare, odor of smoke	1	1.79%
700 - False alarm or false call, other	1	1.79%
733 - Smoke detector activation due to malfunction	6	10.71%
736 - CO detector activation due to malfunction	1	1.79%
743 - Smoke detector activation, no fire - unintentional	2	3.57%
<b>TOTAL INCIDENTS:</b>	<b>56</b>	<b>100%</b>

# Out of District Incidents for the Month



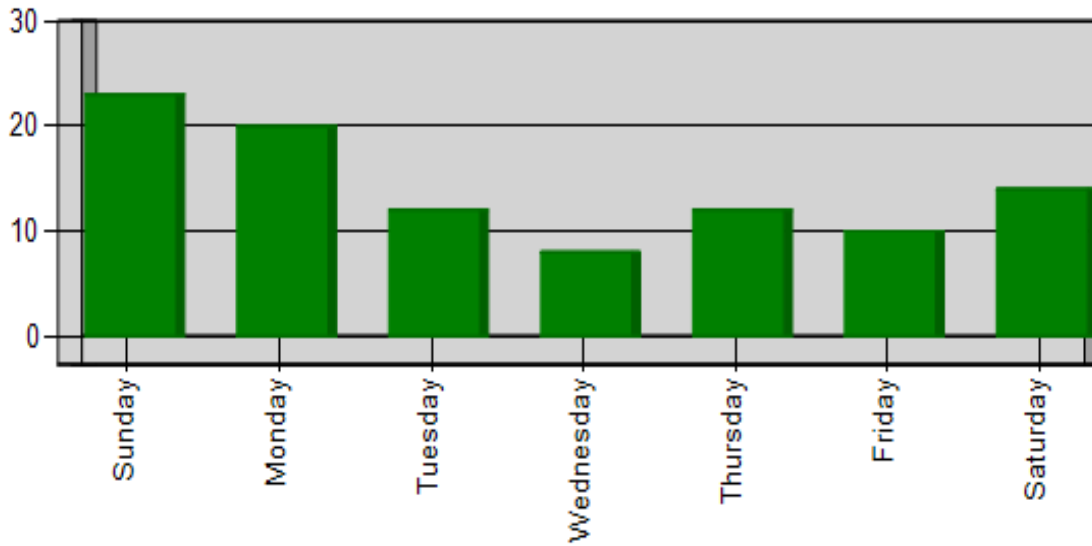
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	14	32.56%
Rescue & Emergency Medical Service	10	23.26%
Hazardous Condition (No Fire)	1	2.33%
Good Intent Call	18	41.86%
<b>TOTAL</b>	<b>43</b>	<b>100%</b>



## Breakdown by Incident Type

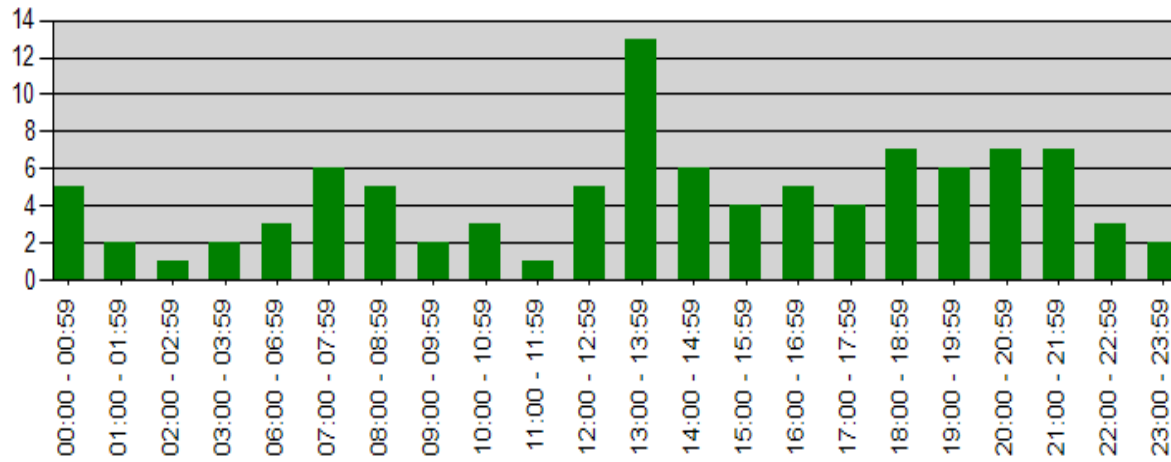
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	12	27.91%
113 - Cooking fire, confined to container	1	2.33%
140 - Natural vegetation fire, other	1	2.33%
311 - Medical assist, assist EMS crew	1	2.33%
322 - Motor vehicle accident with injuries	5	11.63%
342 - Search for person in water	1	2.33%
365 - Watercraft rescue	3	6.98%
445 - Arcing, shorted electrical equipment	1	2.33%
611 - Dispatched & cancelled en route	17	39.53%
651 - Smoke scare, odor of smoke	1	2.33%
<b>TOTAL INCIDENTS:</b>	<b>43</b>	<b>100%</b>

## Incidents by Day of the Week



DAY OF THE WEEK	# INCIDENTS
Sunday	23
Monday	20
Tuesday	12
Wednesday	8
Thursday	12
Friday	10
Saturday	14
<b>TOTAL</b>	<b>99</b>

## Incidents by Hour



HOUR	# INCIDENTS
00:00 - 00:59	5
01:00 - 01:59	2
02:00 - 02:59	1
03:00 - 03:59	2
06:00 - 06:59	3
07:00 - 07:59	6
08:00 - 08:59	5
09:00 - 09:59	2
10:00 - 10:59	3
11:00 - 11:59	1
12:00 - 12:59	5
13:00 - 13:59	13
14:00 - 14:59	6
15:00 - 15:59	4
16:00 - 16:59	5
17:00 - 17:59	4
18:00 - 18:59	7
19:00 - 19:59	6
20:00 - 20:59	7
21:00 - 21:59	7
22:00 - 22:59	3
23:00 - 23:59	2



## Resolution 2024-39

### A Resolution to Authorize Outdoor Recreation, Parks, and Trails (ORPT) 2024 Playground Grant Application

**WHEREAS**, in 2022, the City of New Castle, worked with the Playground Sub-Committee, the Old New Castle Outdoor Recreation Coalition (ONCOR Coalition) to update the aging and inaccessible playground facilities in the Battery Park Playground by completing Phase 1 of the Playground upgrades; and

**WHEREAS**, Phase 1 of the Battery Park Playground upgrades were completed with the funding of various grant sources such as the Outdoor Recreation, Parks, and Trails (ORPT) DNREC grant; and

**WHEREAS**, the City of New Castle, has worked with the Playground Sub-Committee, the Old New Castle Outdoor Recreation Coalition (ONCOR Coalition) to continue to work towards completing Phase 2 of the update and improvements of playground facilities in Battery Park and continue to pursue grant funding to complete the project; and

**WHEREAS**, the City has been invited to apply for the 2024 Outdoor Recreation, Parks, and Trails (ORPT) after completing the pre-application in the spring of 2024 and has applied for a grant in the amount of \$125,000.00 in September 2024 to partially fund playground improvements which will continue to improve access to the playground for all children including disabled children. These updates include additional playground equipment with accessible ramps, bridges, and slides on an accessible surface along with benches and a shaded landscaping system ; and

**WHEREAS**, the City Administrator will serve as the Project Manager of the Project; and

**WHEREAS**, the City has secured approval of funding in the amount of \$375,000.00 from the FY 2025 State Bond Bill to finance playground equipment for the Project, and accessible playground surfacing and ONCOR Coalition is continuing to pursue numerous grant opportunities to fund the completion of the project; and

**WHEREAS**, the Trustees of the New Castle Common (the "Trustees") who control the operation of Battery Park, have consented to the Project and have provided a letter of support to support the grant application; and

**WHEREAS**, City of New Castle has allocated funds and the City of New Castle and ONCOR are pursuing additional funding measures from various sources to contribute to the Battery Park Phase 2 playground.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of New Castle hereby resolves as follows:

1. The City Council hereby approves the application for the ORPT grant as described above and authorizes the City Administrator the authority to complete the application process.
2. The City Administrator will serve as the Project Manager for purposes of the ORPT grant and application.
3. The City has secured approval of funding in the amount of \$375,000.00 from the FY 2025 State Bond Bill to finance the project.
4. The Old New Castle Outdoor Recreation Coalition (ONCOR Coalition) will continue to pursue additional grant funds to complete the entire project.

**PASSED** this 8<sup>th</sup> day of October 2024

\_\_\_\_\_  
Suzanne Souder, City Council President

\_\_\_\_\_  
Joseph F. Day, III, Councilperson

\_\_\_\_\_  
Nermin Zubaca, Councilperson

\_\_\_\_\_  
Andrew Zeltt, Councilperson

\_\_\_\_\_  
Brian Mattaway, Councilperson

Attest:

\_\_\_\_\_  
Courtaney Taylor, City Clerk

DRAFT

**RESOLUTION No. 2024-40**

**A Resolution Related to Collective Bargaining, approving a Memorandum of Agreement between the City of New Castle, Delaware and Local Union 3515 of the American Federation of State, County, and Municipal Employees, Council 81 AFL-CIO (AFSCME), for the period of November 1, 2024, through June 30, 2026.**

**Whereas**, AFSCME Local Union 3515 represents certain employees of the City of New Castle (“City”) for purposes of collective bargaining with the City; and

**Whereas**, the City and AFSCME Local Union 3515 are parties to a collective bargaining agreement that expires on June 30, 2026; and

**Whereas**, the City and AFSCME Local Union 3515 agreed to negotiate for the possible amendment of certain provisions in the collective bargaining agreement; and

**Whereas**, the City and AFSCME Local Union 3515 engaged in negotiations, reached agreement on certain terms for the amendment of specified provisions in the collective bargaining agreement, which terms have an effective date of November 1, 2024 to June 30, 2026, and have noted their agreement on the amended provisions to a Memorandum of Agreement which has been fully executed by representatives of the City and AFSCME Local Union 3515.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of New Castle hereby approves the Memorandum of Agreement between the City and AFSCME Local Union 3515.

**AND, BE IT FURTHER RESOLVED**, that this Resolution shall take effect November 1, 2024.

**PASSED** this 8<sup>th</sup> day of October, 2024

\_\_\_\_\_  
Suzanne Souder, City Council President

\_\_\_\_\_  
Joseph F. Day, III, Councilperson

\_\_\_\_\_  
Nermin Zubaca, Councilperson

\_\_\_\_\_  
Andrew Zeltt, Councilperson

\_\_\_\_\_  
Brian Mattaway, Councilperson

Attest:

\_\_\_\_\_  
Courtaney Taylor, City Clerk



City of New Castle, Delaware

**LOCATION AGREEMENT**  
**(Granting Revocable License to Temporarily Use Property)**

THIS LOCATION AGREEMENT (this "Agreement"), is made this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by and between/among \_\_\_\_\_ (hereinafter collectively referred to as "Licensee") and \_\_\_\_\_, having an address at \_\_\_\_\_, New Castle, DE 19720 (hereinafter referred to as "Licensor").

WITNESSETH:

WHEREAS, Licensor is the owner of a certain lot(s), piece(s) or parcel(s) of land, with improvements thereon as the case may be, known as \_\_\_\_\_ and situated at \_\_\_\_\_, New Castle, DE 19720 (collectively, the "Premises"); and

WHEREAS, Licensee desires to temporarily use the Premises for the purpose of conducting therein and thereon: the usual business and activities involved with the filming and production of a motion picture, and in the use thereof, agrees specifically to be bound by such reasonable rules and regulations as have been and may be formulated and imposed by Licensor and/or the City of New Castle, Delaware respecting the use of said Premises for such purposes and generally as the case may be.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, Licensor hereby grants to Licensee a temporary, revocable, non-exclusive, non-transferable license (the "License") to enter upon and use the Premises, subject to the following terms and conditions:

1. The undersigned Licensor as owner of the Premises (or as agent for such owner) irrevocably grants to Licensee, and any employee or authorized agent of Licensee, the temporary, revocable right to enter upon, use and photograph (including without limitation by means of motion picture, still or video device photography) both the real and personal property located at the Premises, in any reasonable manner whatsoever, together with any name connected with the Premises and any signs thereon, including the right to photograph, record and use any logos and verbiage contained on the Premises, the right to refer to the Premises or any part thereof by any fictitious name, and the right to attribute any fictitious events as occurring on the Premises, together with reasonable access to and egress from said premises with Licensee's personnel and equipment for the purpose of erecting and maintaining temporary motion picture sets and structures (to the extent required by Licensee), and of photographing said premises, sets and



structures and/or recording sound for such motion picture scenes as Licensee may reasonably desire.

2. Licensor warrants that he/she/it is the owner (or the agent for the owner) of the Premises, that Licensor is fully authorized to enter into this Agreement and has the authority to grant Licensee the use of said premises and each and all the rights herein granted.
3. Licensee may enter upon the Premises on or about \_\_\_\_\_ and may continue in its use of the Premises until the completion of all photographing and recording for which Licensee may reasonably desire the use of said premises, estimated to require no more than \_\_\_\_\_. Filming is currently scheduled for the \_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.
4. Licensee agrees to pay a location and use fee as set forth in the City of New Castle Filming Guidelines, a copy which is attached hereto as Exhibit A and made a part hereof. One half (1/2) of the estimated charges shall be payable within ten (10) days of the full execution of this Agreement, and the remainder promptly upon termination of the use contemplated hereunder. Licensee may at any time elect not to use the Premises in which case Licensee shall be entitled to a refund of any monies paid less per diem expenses of Licensor.
5. In the event Licensee desires to photograph retakes or other scenes, Licensee may, following reasonable written notice duly and timely delivered to Licensor at the address provided above, re-enter upon and use said premises for such period as may be reasonably necessary therefor, commencing at any time within eighteen (18) months after completion of principal photography at the Premises, and in such event the aforesaid location and use rate shall apply. The schedule for any such additional photography shall be mutually agreed upon in advance in writing.
6. Upon cessation of Licensee's use or earlier termination of this license by Licensor pursuant to rights hereunder, Licensee shall promptly remove all rubbish and refuse matter from the Premises, and leave said premises in good order and repair, in the same condition as when Licensee first entered upon it, excepting reasonable wear and tear in the use of said premises for the purposes herein permitted; and Licensee shall have the right to remove all of its sets, structures and other material and equipment from said premises, and shall do so promptly.
7. Licensee shall defend, indemnify and hold harmless Licensor from and against any and all claims, actions, losses, costs, damages, liabilities and expenses (including reasonable attorney's fees and court costs) arising out of or in connection with the Licensee's use of the Premises or Licensee's exercise of any other rights under this Agreement. In the event Licensor shall be made a party to any litigation arising out of Licensee's or any other party's use of the Premises or the exercise of any other rights under this Agreement, except to the extent that the liability of Licensor is adjudged, Licensee shall protect, defend and hold Licensor harmless therefrom and shall pay all costs, expenses and reasonable attorney's fees incurred or paid by or on behalf of Licensor in connection with such litigation.

8. All rights of every kind in and to all photography and sound recordings made pursuant to this Agreement shall be solely owned in perpetuity by Licensee and its successors, and neither Licensor nor any tenant or other party now or hereafter having an interest in the Premises shall have any right of action, including without limitation any right to injunctive relief against Licensee or its successors arising out of any legal use or non-use of said photography and/or sound recordings.
9. Licensor hereby irrevocably grants to Licensee and its successors the right, in perpetuity, throughout the world, to duplicate and recreate all or a portion of said premises and to legally use the same in any media and/or manner known or unknown, including without limitation in, and in connection with any motion picture, theme park, motion picture studio tour, and/or merchandise in connection with any of the foregoing and/or in connection with any publicity, promotion and/or advertising of same.
10. Neither Licensee, nor any successor(s) in interest, shall be obligated to make any actual use of any photography, recordings, depictions or other references to the premises hereunder in any motion picture or otherwise.
11. The terms and conditions of the City of New Castle Filming Guidelines are incorporated in this Agreement as if fully set forth herein and the parties to this Agreement agree to be bound by them except as follows: \_\_\_\_\_.
12. To the extent it is necessary and/or prudent given the nature of the Premises and its use hereunder, a traffic and parking plan is attached hereto as Exhibit B and made a part hereof. It indicates areas of restricted traffic including timing of restrictions, and provides a parking plan for production vehicles, support staff vehicles and, as applicable, residents' vehicles. Any proposed changes to the attached plan shall be submitted to the City of New Castle for approval no less than seventy-two (72) hours prior to planned implementation of the change(s).
13. The parties hereto acknowledge that this Agreement constitutes a revocable license, that this Agreement does not create a lease nor any right to the possession of the Premises, nor does it create any estate or interest in the Premises or any real property. Licensor reserves the right to at any time terminate the permission hereby granted, by providing Licensee at least two (2) days written notice of such termination, except that Licensor may, at its election, terminate the permission forthwith at any time if Licensee shall fail to comply with or abide by each and all of the provisions hereof or keep all and singular Licensee's covenants herein.
14. Licensee stipulates and agrees that any expenditure of money made in reliance upon this Agreement was done at Licensee's own peril and with the full and complete understanding that this Agreement was and remains terminable by Licensor.

15. All operations and activities on the Premises shall be conducted by Licensee at its own risk and expense. In the event that a permit needs to be secured from State of Delaware, New Castle County, the City of New Castle, or any other governmental department or agency for the privilege of conducting the desired use, Licensee shall be responsible to obtain and pay for such permit. Licensee shall conduct its operations and activities in a businesslike and responsible manner and shall not engage in or permit any conduct or activity on the Premises that would damage the Premises or any part thereof or injure or tarnish the good name and reputation of Licensor. Licensee shall at all times supervise its activities on the Premises. Licensor shall have no liability for loss or damage to Licensee's property unless such loss or damage is directly due to Licensor's willful misconduct or gross negligence.
16. Licensee may not assign this Agreement or the license granted hereby without the prior written consent of Licensor, which consent may be withheld by Licensor in its sole and absolute discretion. Unless Licensor otherwise agrees in writing, Licensor's consent to any such assignment as aforesaid shall not be construed to release Licensee from any of its obligations hereunder.
17. During the term of this Agreement, Licensee shall, at its sole cost and expense, insure against liability for personal injury, death or property damage sustained in connection with or arising out of Licensee's entry upon, occupancy or use of the Premises, including without limitation public liability insurance and workman's compensation insurance, providing evidence of such coverage to Licensor upon request. Licensee shall have the right to self-insure to fulfill this insurance requirement, whereupon Licensee shall deliver to Licensor a certificate of such insurance upon Licensor's request.
18. This Agreement shall not be modified, changed or supplemented, nor may any obligations hereunder be waived, except by written instruments signed by all parties hereto.
19. Nothing herein contained shall be construed between the parties hereto as establishing a landlord/tenant relationship, and in the event Licensee fails to fully vacate the Premises, Licensee agrees that Licensor shall have the right to remove and dispose of Licensee's personal property without any liability accruing to Licensor for any damage resulting from such removal. The terms of this Agreement shall be binding upon and inure to the benefit of the parties as well as their respective heirs, representatives, successors and assigns, as the case may be, and the obligations of Licensee hereunder shall survive the termination of this Agreement. Nothing contained in this section shall be deemed to allow any assignment of this Agreement or the license otherwise than as provided in Section 16 of this Agreement.
20. This Agreement shall be governed by and construed under the laws of the State of Delaware.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first above written.

**LICENSEE:**

\_\_\_\_\_  
Name of Filmmaker or Production Company (and name of its signatory)

\_\_\_\_\_  
Signature of Filmmaker or Authorized Signature on behalf of Production Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Filmmaker or Production Company (and name of its signatory)

\_\_\_\_\_  
Signature of Filmmaker or Authorized Signature on behalf of Production Company

\_\_\_\_\_  
Date

**LICENSOR:**

\_\_\_\_\_  
Name of Individual Owner or Entity Owner (and name of its signatory)

\_\_\_\_\_  
Signature of Individual Owner or Authorized Signature on behalf of Entity Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Individual Owner or Entity Owner (and name of its signatory)

\_\_\_\_\_  
Signature of Individual Owner or Authorized Signature on behalf of Entity Owner

\_\_\_\_\_  
Date

**EXHIBIT A**

City of New Castle Filming Guidelines

**EXHIBIT B**

Traffic and Parking Plan

**[as applicable]**

**FILMING GUIDELINES**

APPROVED BY COUNCIL \_\_\_\_\_, 2024

Prior to the commencement of any filmmaking operations (“Operations”) within the City of New Castle, Delaware (the “City”), a Location Agreement (in the form attached hereto as Exhibit “A”) must be executed by and between the City and the filmmaker (“Filmmaker”) and/or film production company (“Production Company”) (herein referred to together with Filmmaker as “Film Personnel”) to be undertaking such operations. Film Personnel shall be jointly and severally responsible and liable for adherence to the guidelines herein.

Prior to executing any Location Agreement, the City will evaluate in its sole discretion all of the following:

- a. Schedule and locations
- b. Parking
- c. Lighting levels
- d. Noise levels
- e. Municipal services

The following guidelines shall be considered by all involved or affected parties:

1. All affected residents in the area not less than two (2) blocks in all directions from the outer physical limits of the film site must be notified of support crew arrival details and of the extent and nature of the support crew(s) to be utilized in filming, by letter received by mail or delivered in person not less than three (3) days in advance. Such notification must include information concerning the location and duration of the filming activity involved, as well as specifics regarding lights, noise, special effects and/or any activities that otherwise could cause alarm and/or constitute a nuisance to those in the area.

*Film Personnel shall be responsible for securing individual Location Agreements with any residents whose private property is to be used for any filmmaking activity.*

2. Pursuant to prior approval by the City Administrator, all filming equipment and support vehicles not in immediate use shall be stored or parked so as not to cause an interference to pedestrians or vehicular traffic. Production vehicles must be parked in such a way as to not impede safe lines of vision at intersections.
3. When filming on residential streets that experience traffic congestion as a result of schools opening and/or closing or the morning and/or evening “rush” hours, neither pedestrian nor vehicular traffic shall be restrained, impeded or delayed during these

“rush” times, which periods will be agreed upon in advance by the City, the film liaison and the locations’ manager.

4. A traffic and parking plan shall be attached as an exhibit to the Location Agreement. It shall indicate areas of restricted traffic including times thereof, and shall provide a parking plan for production vehicles, support staff vehicles and, as applicable, residents’ vehicles. Any proposed changes to such plan shall be submitted to the City for approval no less than seventy-two (72) hours prior to planned implementation. The City’s approval shall not be unreasonably withheld.
5. Lighting for filming, during daytime as well as nighttime hours, should be oriented away from residences wherever possible, and should not interfere with or alter the safe movement of traffic, the safety of residents, or the regular or typical lifestyle of residents within the area of filming.
6. Film Personnel are responsible (i) for cleaning and restoring locations used in any Operations, including public and private lands, with a minimum amount of noise and disruption to be produced in so doing; and (ii) for collection and disposal of all trash and solid waste associated with production.
7. In the event Operations require blocking off or holding traffic on streets scheduled for garbage pick-up, Film Personnel are responsible for:
  - (a) Moving trash cans to a location accessible to sanitation vehicles, and then returning them to their proper owner; or
  - (b) Coordinating with the appropriate sanitation company(ies), in advance, a time when sanitation vehicles can access the area affected.
8. Residents may not charge Film Personnel for use of the public right-of-way in front of their homes, nor prohibit its use without justifiable cause, but shall be entitled to restoration, by Film Personnel, of the right-of-way to its preexisting condition. Residents and businesses directly affected by Operations shall have the right to charge for the use of their private property or loss of income. With respect to any such charges by residents or businesses, the City shall have no interest, obligation or liability.
9. Filmmaking special effects involving sirens, gunshots, speeding cars, or other loud or startling noises are prohibited from 9:00 p.m. to 7:30 a.m. local time, except as may be authorized in advance by the City Administration Office and all residents affected. (Reference City of New Castle noise ordinance setting forth City requirements and prohibitions)
10. Base camps, congregation areas and dressing room trailers shall be located outside the near vicinity of private residences to the extent practicable, and diligent measures shall be employed to eliminate or reduce noise from generators, slamming doors, engines and other noises originating from Operations in the early morning hours occurring before 7:30 a.m. and the hours after 9:00 p.m. in the evening.



11. Any filming activity involving holding, delaying, or re-routing traffic in residential areas must be accompanied by at least one (1) City of New Castle police officer, request for and coordination of which shall be the responsibility of Film Personnel.
12. In the event of any filming activity requiring delayed or re-routed traffic in residential areas, Film Personnel shall rent message boards from the City for placement within 2-3 blocks of the affected location in accordance with the traffic and parking plan.
13. The City of New Castle reserves the right to require the presence of a police officer at any filming activity taking place at public parks or utilizing public property for Operations of any nature.
14. FEES: The following fees shall be payable to the City respecting the activities and permits set forth below. All fees are subject to change.

Residential Street Closure	
72 or more hours notice	\$300 per block per 8 hour time frame or any fraction thereof
Less than 72 hours notice	\$400 per block per 8 hour time frame or any fraction thereof
Public Works Employee	Hourly Overtime Rate plus 27% administrative fee, 4-hour minimum
Assistance (Trash Collection, Fencing, etc.)	
Police Officer	Subject to Agreement for Extra-Duty New Castle City Police Officers, 4-hour minimum
A & B Explosive permit	\$ 400
C Explosives permit	\$ 50
Fireworks permit	\$ 400
Transport A&B Explosives permit	\$ 400
Permit for an enclosed tent	\$ 200
Facility Rental	
Parks & landscaped areas	approximately \$1,000 per day per location (varies with location/activity)
Location/Use Fee	\$500

The Municipal Services Commissioners of the City of New Castle shall require a deposit, to be determined, to cover consumption and set up of water and electric utilities utilized by Film Personnel. Charges for water and electric, including set-up costs, shall be based on actual cost and the deposit shall be considered only an advanced estimate.

Services for which a fee has not been established shall be charged on the basis of time, equipment and material. There shall be an additional \$ 500 charge for City services

rendered as a result of requests of any nature made with less than two (2) working days notice.

15. All persons and entities constituting Film Personnel as such term is hereunder defined (collectively, the “Indemnifying Parties”) shall jointly and severally defend, indemnify and hold harmless the City, its officials, agents, employees and attorneys (each an “Indemnified Party”; collectively, the “Indemnified Parties”) from and against any and all claims, actions, losses, costs, damages, liabilities and/or expenses of any nature whatsoever (including reasonable attorney's fees and court costs) arising out of or in connection with Operations; the use in any manner by Film Personnel of real or personal property owned by the City; or the exercise by Film Personnel of any rights set forth herein. In the event an Indemnified Party is made a party to any litigation arising out of an Indemnifying Party’s or any other party's use in any manner of real or personal property owned by the City, or an Indemnifying Party’s exercise of any other rights herein, except to the extent that liability of the Indemnified Party adjudged, the Indemnifying Party shall protect, defend and hold the Indemnified Party harmless therefrom and shall pay all costs, expenses and reasonable attorney's fees incurred or paid by or on behalf of the Indemnified Party in connection with such litigation.

Prior to the City’s execution of any Location Agreement, Film Personnel shall be required to provide the City with a certificate of insurance in an amount(s) to be reasonably determined by the City and listing the City as an additional insured.

16. All Film Personnel are encouraged to utilize local businesses, extras and equipment whenever possible.
17. Fire and Safety Codes: A plan for fire safety and security must be developed by Film Personnel and approved by the City Building Official prior to the construction in connection with Operations of any temporary improvements or film-related sets, props or items in the City, in order to avoid or minimize potential losses from fire, structural failure, or other life-safety emergency that could occur in connection with Operations and/or in the surrounding section of the City. City codes require that building permits be applied for and issued prior to said construction. Other than insignificant backdrop, the City shall require that construction documents, including site plans, structural drawings and material specifications, be submitted as a condition of permit issuance.

The foregoing Filming Guidelines are hereby **ACKNOWLEDGED** and **AGREED** to by Film Personnel as follows:

\_\_\_\_\_  
Name of Filmmaker or Production Company (and name of its signatory)

\_\_\_\_\_  
Signature of Filmmaker or Authorized Signature on behalf of Production Company

Date

[FURTHER SIGNATURE PAGE FOLLOWS]

---

Name of Filmmaker or Production Company (and name of its signatory)

---

Signature of Filmmaker or Authorized Signature on behalf of Production Company

---

Date

---

Name of Filmmaker or Production Company (and name of its signatory)

---

Signature of Filmmaker or Authorized Signature on behalf of Production Company

---

Date

Original: 9-3-97

Revised: 9-9-97

Revised: \_\_\_\_\_-24

**EXHIBIT "A"**

[Form of Location Agreement to be attached]

## **City of New Castle Filming Guidelines**

### **APPROVED BY COUNCIL 9-9-97**

Prior to any film making operation within the City of New Castle a Location Agreement (a form which is attached as exhibit "A") has to be executed between the City and respective Film Maker or Production Company. The City will evaluate the:

- a. Schedule and locations
- b. Parking
- c. Lighting levels
- d. Noise levels
- e. Impact on municipal services prior to executing a location agreement.

The following guidelines are to be considered:

1. Affected residents in an area not less than two blocks in any and all directions of the edge of the film site must be notified of arrival and support crews for filming, by letter or in person not less than three (3) days in advance. Notification should include information concerning the location and duration of the filming activity in question, as well as specifics regarding lights, noise, or any special effects. Film Maker or Production Company will be responsible for securing individual Location Agreements with affected residents.
2. All equipment and support vehicles not in immediate use shall be parked so as not to cause an interference to pedestrians or vehicular traffic with the approval of the City Administrator. Production vehicles must be parked in such a way as to not impede safe lines of vision at intersection.
3. When filming on residential streets which experience traffic congestion as a result of schools opening and closing or the morning and evening "rush" hours, neither pedestrian nor vehicular traffic may be held during these "rush" times, which will be agreed upon in advance by the film liaison and the locations' manager.
4. A traffic and parking plan shall be attached as an Exhibit to the Location Agreement. It shall include areas of restricted traffic including times and shall including a parking plan for production vehicles, support staff vehicles and resident's vehicles. Any changes shall be submitted to the City for approval seventy-two (72) hours prior to planned implementation. The City's approval shall not be unreasonably withheld.
5. Lighting for filming, both during the day and night, should be oriented away from neighboring residences wherever possible, and should not interfere with the safe movement of traffic or normal lifestyle of residents within the area of filming.
6. Production companies are responsible for cleaning and restoring locations used, including public and private lands, with a minimum amount of noise and disruption. Film Maker or Production Company will be responsible for collection and disposal of all trash and solid waste associated with production.

7. Production companies blocking off or holding traffic on streets scheduled for garbage pick-up are responsible for:
  - Moving trash cans to a location accessible to sanitation vehicles, and then returning them to their proper owner or....
  - coordinating, in advance, a time when sanitation vehicles may access the area affected.
8. Residents may not charge production companies for use of the public right-of-way in front of their homes, nor prohibit its use without justifiable cause, but may reasonably expect the right-of-way to be restored to its original condition by the Production Company. Residents and businesses directly affected by the Production Company activities can charge for the use of their private property or loss of income.
9. Special effects involving sirens, gunshots, speeding cars, or other loud noises are prohibited from 9:00 PM to 7:30 AM local time, unless cleared in advance with the City Administration Office and the neighbors affected. (SEE noise ordinance)
10. Wherever possible, base camps and dressing room trailers should be parked away from neighboring residences, and/or take steps to control noise from generators, slamming doors, engines, etc., in the early morning before 7:30 a.m. and after 9:00 p.m. in the evening.
11. Any filming activity involving holding, delaying, or re-routing of traffic in residential areas must be accompanied by at least one (1) police officer.
12. Any filming activity requiring delayed or re-routed traffic in residential areas, Film Maker or Production Company must rent message boards for placement within 2-3 blocks of the location in accordance with traffic and parking plan.
13. The City of New Castle reserves the right to require the presence of a police officer at any filming activity taking place at public parks, or utilizing public property for base camp.
14. FEES: The following fees will be assessed for use of Public right-of-way within the City. All fees subject to change.

Residential Street Closure

72 or more hours notice	\$200 per block per 8 hour time frame or any fraction thereof.
Less than 72 hours notice	\$300 per block per 8 hour time frame or any fraction thereof.

Police Officer	\$30/hour, 4 hour minimum per officer
Marked patrol vehicles	\$10/hour

A & B Explosive permit	\$200
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C Explosives permit	\$35
Fireworks permit	\$200
Transport A&B Explosives permit	\$200
Permit for an enclosed tent	\$35

Facility Rental	
Parks & landscaped areas	approximately \$100 per day (varies with location/activity)

The Municipal Services Commissioners of the City of New Castle will require a deposit, to be determined, to cover consumption and set up of water and electric utilities utilized by Film Makers and Production Companies. Charges for water and electric, including set-up costs, will be based on actual cost and the deposit is only an advanced estimate.

Services for which a fee has not been established will be charged on a basis of time, equipment and material. There will be an additional \$100 charge for City services rendered as a result of requests made with less than two (2) working days notice.

15. Film Maker or Production Company shall indemnify and Hold Harmless the City of New Castle from and against damages for injury to or death of persons and for damage to or destruction of property arising from the operations of the Film Maker or Production Company pursuant to the Location Agreement and Guidelines. Prior to the execution, by the City, of a Location Agreement, the Film Maker or Production Company will be required to provide the City with a Certificate of Insurance in an amount not less than one-million (\$1,000,000) dollars and listing the City as an additional insured.
16. All Film Makers and Production Companies are encouraged to utilize local businesses, extras and equipment whenever possible.
17. Fire and Safety Codes: A plan for fire safety and security must be developed and approved by the City Building Official prior to the construction of any such temporary construction in the City, in order to minimize potential losses from a fire, structural failure, or other life safety emergency which results from the set itself, or in the surrounding section of town. City codes require that building permits be applied for and issued prior to said construction. Other than insignificant backdrop, the City will insist that construction documents, including site plans, structural drawings and material specifications, be submitted as a condition of permit.

Original: 9-3-97

Revised: 9-9-97





**Ordinance No. 2024-551**

**AN ORDINANCE TO AMEND THE CITY OF NEW CASTLE MUNICIPAL CODE, CHAPTER 221 (TAXATION), TO ADD A TAX INCENTIVE FOR RESIDENT FIREFIGHTERS**

**Whereas**, the Council of the City of New Castle (“City Council”) possesses the authority to adopt, amend, modify, or repeal the City of New Castle Municipal Code (“City Code”); and

**Whereas**, the City Council believes the Good-Will Fire Company, including its Ladies Auxiliary, is a vital part of the City of New Castle, serving and protecting the community; and

**Whereas**, the Good-Will Fire Company and its Ladies Auxiliary includes and depends upon career and volunteer members to provide its services; and

**Whereas**, the City Council believes that acknowledging and incentivizing City residents to serve as active members of the Good-Will Fire Company or its Ladies Auxiliary would benefit all citizens and businesses in the City; and

**Whereas**, the City Council finds that adopting a tax incentive waiving all or a portion of the City property taxes will encourage City residents to serve as active members of the Good-Will Fire Company or its Ladies Auxiliary; and

**Whereas**, the City Council has determined that it is in the best interest of the City and its residents to amend the City of New Castle Municipal Code to add such tax incentive for qualified resident firefighters.

**NOW, THEREFORE**, making the express finding that the provisions of this Ordinance enhance and promote the health, safety, and welfare of the City of New Castle, be it ordained by the Council of the City of New Castle Council as follows:

**SECTION 1:** City Code Chapter 221, Taxation, is hereby amended by adding a new Article VII titled “Good-Will Firefighter and Ladies Auxiliary Exemption” as

follows (with new language identified in bold, underlined text):

## **Article VII Good-Will Firefighter and Ladies Auxiliary Exemption**

### **§ 221-27 Qualifications and amount of exemption.**

- A. **Upon receipt of an appropriate application for the exemption, the City will provide Resident Firefighters a City property tax refund of up to \$500 per person, or up to \$900 per household with two or more Resident Firefighters, as defined in § 221-27 B. Refunds are further limited by the amount of City taxes paid, as the City will not issue refunds in excess of the amount of City taxes paid in the application year, nor will any unused portion of the maximum refund amount be carried forward to subsequent fiscal years.**
- B. **A “Resident Firefighter” is defined as:**
- An Active Member (career or volunteer) of the Good-Will Fire Company or Good-Will Ladies Auxiliary, who is legally domiciled within the City of New Castle as of July 1 of the fiscal year for which exemption is sought. Mere seasonal or temporary residence within the City of New Castle, of whatever duration, shall not constitute domicile within the City of New Castle. Absence from the City of New Castle for a period of 12 months shall be prima facie evidence of abandonment of domicile in the City of New Castle. The burden of establishing domicile shall be upon the claimant.**
- C. **It shall be the Resident Firefighter’s responsibility to initiate an application for the exemption; the City will not proactively seek applications from Resident Firefighters or independently monitor their status or availability.**
- D. **Applications for the exemption must be received no later than December 1 for taxes paid in the prior fiscal year (due on September 30). Resident Firefighters that do not apply on or before December 1 will forfeit their rebate for that tax year. The City will not retroactively award rebates, and all late submitted applications will be denied.**

**§ 221-28 Application for exemption.**

**To receive the exemption, the Resident Firefighter must submit an appropriate application form and provide:**

- A. Certification from the Fire Chief that the Resident Firefighter is/was Active pursuant to the applicable bylaws of the Good-Will Fire Company and/or Good-Will Ladies Auxiliary for the 12-month period for which the exemption is sought.**
- B. Proof of ownership and residence.**
- C. A receipt showing payment of the paid City of New Castle Property Tax bill on or before September 30.**

**The City retains the right to determine final eligibility for the exemption and may refuse the exemption to applicants unable to provide the foregoing documentation.**

**SECTION 2:** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

**SECTION 3:** In the event any existing Ordinances or parts of Ordinances are in conflict herewith, the provisions of this Ordinance shall control.

**SECTION 4:** This Ordinance shall become effective immediately upon its adoption by City Council. This exemption shall be available to qualifying Resident Firefighters beginning in Fiscal Year 2025 (July 1, 2024 – June 30, 2025).

First Reading

Second Reading

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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Suzanne Souder, President of City Council

Attest: \_\_\_\_\_  
Courtaney Taylor, City Clerk

Approved: \_\_\_\_\_  
Valarie Leary, Mayor

DRAFT