

**Milton Town Council
Budget Workshop
Mariner Middle School
16391 Harbeson Road
Monday, July 27, 2009
6:30 p.m.**

1. Mayor Post called the Town Council Budget Workshop to order at 6:30 PM. The Agenda for this meeting which I'll read into the record. Town Council will be reviewing the first draft of the FY 2010 Budget. Discussion will be held between Council and Staff and we will be going over suggestions for the Proposed Budget. No presentations will be given to the public during this meeting. A preliminary presentation of the budget will be presented to the public during the August 3, 2009 Town Council Meeting and a Public Hearing for public comment will be held on August 13, 2009.

2. Roll Call Vote:

C Duby	present
C Hudson	present
C Abraham	present
Vice Mayor Betts	present
Mayor Don Post	present
C Prettyman	absent
C Martin-Brown	arrived late (6:52 pm)

3. Mayor Post: At this time I will turn this over to the Town Manager, George Dickerson, to go over this proposed budget.
George Dickerson: Thank you. What you will find in your binders is the introduction page that briefly gives you my requirements by Charter to present the first draft of the budget to you which is time sensitive and falls within the requirements of the Charter. The second paragraph just talks about Certificates of Deposits, Bank Accounts, the General Revenue Streams that we have that have remained flat, Housing Sales are actually flat or in decline, somewhat, and I thought that was important to put in the introduction to you. You see that overall the Town is in very good financial condition with regard to the cash totals that are on hand, that you will see in the last paragraph there, as presented. What I have done this year, is if you will turn to the next page to Tab No. 2, we'll start working through the budget. As you look at this document, the yellow lines, if you choose to include them, they will be adding to that. This budget does have a deficit; the deficit amount here is \$118,000. Anything that you add tonight in the yellow lines or anything that you would choose to write on would add to that deficit. You are going to hear a presentation at the end of my presentation from Robin Davis with some recommendations for Fee Structures, that deal mostly with his department, that he has come up with; and if you would choose to go with them at the end of that presentation you could actually decrease the deficit by approximately \$28,000, based on the history of researching the permit increases. Instead of going through, when I get to that section, everyone of the salary lines for each department, as well as Social Security and those types of things, which

automatically come in; let me tell you what the first recommendation will speak across all lines. I'm going to give you the total of the two things. The first salary recommendation with this budget would be a 2% or a 1.5% salary increase for all employees, with the exception of the Town Manager and the Chief of Police, who are contract employees; myself and the Chief. So we are not included in those totals, should you choose to give the other employees an increase. I think it's important for you to know that salary across all the departments are presented at the current rate. There are salaries that were frozen last year; there are no merit or COLA increases; no pay scales are included in this draft. As an option for your consideration, obviously, is the 1.5% or the 2% salary increase, Town Manager or the Chief of Police are not included in that. To give a 2% across all lines; if you were going to give every employee an increase of 2%, the total to do that in this budget would be \$17,533. If you were to give a 1.5% increase to every employee, the cost would be \$13,151; that's for your consideration.

C Duby: Mr. Town Manager, I just want to clarify one thing. I want to make sure I understood what you said. The \$118,000 deficit, that exists if we do just the white stuff, no yellow stuff. Every yellow thing that we add in, increases that deficit over the \$118,000?

George Dickerson: Correct. As I said, Robin's presentation, if the Fee Schedule would be adopted, with the changes that he is going to be recommending in his presentation, could reduce it \$28,000, to bring in the deficit somewhere around \$90,000. Are there any questions with that one or any discussion on that topic across all lines, just the salary? I assume in hearing nothing that means not to consider it.

Mayor Post: No, I think it means move on. We're going to be discussing it and otherwise we'll be digesting it.

George Dickerson: The Council salaries are fixed, obviously that's nothing that can be changed. Overtime is basically the same as the last years. I talked about the payroll; that I was going to incorporate those stay the same across every line. The insurance, the employee health benefits: Admin is about \$60,000; health insurance for all departments has been calculated using the current rates and an estimated 10% premium increase during the fiscal year. We talked to the representative from the insurance company today and that 10% is a figure that he felt very confident in; to tell us to use that; that was the figure that Jenn just used today. The employees 30% contribution requirement for dependents has also been factored in has also been factored into these figures, as Council has requested last year. Total health insurance coverage across all departments' costs is \$203,500.

Vice Mayor Betts: On the Medicare and the payroll taxes for Council, isn't that taken out of the salaries?

George Dickerson: Yes, that is taken out. Pension that is the administrative costs for pensions, as calculated. Training and Seminars, you see we actually reduced that \$500 and the reason we did that; there were Training and Seminars that some Council persons went to, that's why that is a yellow item; before the \$1,500 that we had Council was eating up a portion of that; we've created another line item between the Training and Seminars that only relates to Admin Staff. This year, the choice that needs to be made at some point is the Training and Seminars that Council needs for \$500 would be in addition.

Mayor Post: In the Training and Seminars for the \$500 for Council, does that include things like S.C.A.T. and things like that?

George Dickerson: Yes. Accounting Fees, as are accounted for by our auditor, that's Consulting Fees; you can see they remain the same \$3,500; Engineering Fees just for Admin issues that may arise \$7,500; Legal Fees \$25,000; Temporary Labor, that's the transcriptionist that does all of our minutes so that we don't get behind, as we once did many years ago with just numerous outstanding minutes not being transcribed; Tax Assessment, that's when new property comes on and PTA comes in and appraises and actually does the assessment of those new properties when they come on line during the year, and, resale's or additions, any building permit issue; Supplies stay the same at \$12,000; Advertising \$3,500; Holiday expense, that holiday expense would be for 23 employees. We lost a police officer to Laurel, as most of you realize he went there. That leaves a \$100 holiday expense bonus for 23 employees. The holiday party last year: after we had not budgeted for a holiday party, I had at least 2 Council persons call me and want to know why we were not having a holiday party. Because we did not budget any money for one; that's an option for you and you can if you choose have a party for the employees. Holiday lights: that's the additional cost for the Christmas lights. Contributions: I have left that at zero, at this time. I will explain it on the next page. Dues and Subscriptions: \$800. Delaware League of Local Governments: we are a member of the Delaware League; it costs us \$900 a year to be a member. No one goes to the meetings; we don't attend; they do work for us in the General Assembly on bills that come up and they talk about what their positions are on those things and that's worth consideration; whether or not you choose to add that. Election Expense: we have that each year. Gasoline; Heating Fuel; Insurance: that is all lines of insurance; that's liability, structures, cars, all those are included in that line.

Mayor Post: Has that gone up from last year \$30,000?

George Dickerson: Yes. Jenn, can you help me with that one?

Jennifer Cornell: Kathy Wyatt had asked us to put a certain percentage in there so we increased that, in case it rose during the year, during our renewals; that was what we allotted for. That was her increase suggestion.

C Duby: Is that our agent?

Jennifer Cornell: Yes.

George Dickerson: Mileage Expense at \$600, but you can see the yellow line. We have some Council Members who have submitted to us to pay for their mileage expenses going to and from meetings; and we created that line item to cover the costs.

Vice Mayor Betts: What is the difference? What's the other mileage for?

George Dickerson: The mileage is for Town Staff.

Vice Mayor Betts: For what?

George Dickerson: Sometimes they use their own vehicles to go to meetings.

Mayor Post: Do you mean in Dover?

George Dickerson: Yes, Dover, mostly the Municipal Clerks classes, Dover, usually.

C Duby: So the \$600 is for staff? The possibly is the \$400 for Council.

George Dickerson: Actually, that was one total that we were doing and paying Council for their mileage to and from meetings was eating up our money, so we broke the line items out separately. Miscellaneous Operation: \$1,000. The Town Manager

expense, we created a line item for that, because it was more transparent. I always get asked is the Miscellaneous Operation for the Town Manager? That is according to my contract. Meetings: that's the cost of rentals, renting places for us to be. Printing and Postage: a large portion of that and the reason I put year end report on there; there's about \$2,500 to \$3,000 to do our year end report, which we have a good response from; people like to get that report. The other is just normal Maintenance and Repairs to the Building, Maintenance and Repair Equipment, Telephone, Utilities, Web-Site is broken across, you'll see \$200 across all departments, equal shares. Payroll Processing: you can see it went up about \$500 this year. Bank Fees: including transfer tax fees, that means that when transfer tax actually goes through Citizens Bank and they charge us a fee, which is charged by the Recorder of Deeds Office to process that and get that check to us, that is that cost. Town Hall Renovations: obviously we didn't do any. Historic Expansion Study: has already been taken care of. Downtown Beautification: \$4,000 is what you will have to decide. That's usually gone to the Garden Club for the work they do downtown with the flower boxes and those kinds of things for your consideration.

C Hudson: Going back to Town Manager Expense, I remember one time Rhonda you said that you weren't doing the quarterly evaluations in the Personnel Committee. Are you doing the quarterly evaluations for the Town Manager's Expense Account? That's according to his contract.

C Abraham: No, are you ___? Or do you remember the discussion on the quarterly evaluations? No we only did yearly evaluations.

C Hudson: Is the Personnel Committee... He's talking about what's in his contract; and it's in his contract that there would be quarterly evaluations; so there should be quarterly evaluations by the Personnel Committee.

C Abraham: I have to get the contract out and look at it.

C Hudson: Okay, well please do, because there should be quarterly evaluations.

C Abraham: Between now and the next meeting.

Mayor Post: If you do annually, it's just as easy to do four times.

C DUBY: I have a more general question. Could we see as part of your presentation on Monday night, the 3rd the 2009 actual to date? We have the 2008 actual in the 2009 budget; but if we could also see the 2009 actual to date; I realize it wouldn't be complete, because the year is not over, but if we could see that, that would be helpful to me.

George Dickerson: You get actuals every month in your reports that you have. You will have the actuals, but you want to see it listed in here.

C DUBY: It would be nice to see it. If you give us that report for the meeting on the 3rd we can pull it out; but as long as that will be up to date as of...

George Dickerson: I'm looking to Jenn because she created this... If you squeezed that down would it make it too small?

Jennifer Cornell: It would shrink everything, just to fit it all on the same page. I could replace the 2009 budget column with the year-to-date actual.

C DUBY: As long as we get that, for that meeting as we always do, and we can just pull that out easily, and have it next to this, it would be helpful to see that.

Mayor Post: If we could go ahead, if we were going through that work to do the actual, then just put it right into this document. Really, the actual and I'm not

degrading the actual, really doesn't mean a lot, because one year you could have a repair that's unforeseen and the next year you don't.

C DUBY: I know, but if for example, if the actual at this point, which is almost the end of the year shows that it is pretty close to what we budgeted, that tells me one thing; if it's way under or way over and there isn't a one time only explanation, then that would affect the way I would look at the budget.

MAYOR POST: I would rather see them reduce the font of the account number and the description and then maybe get another line in there and then just do fiscal 2008 actual, fiscal 2009... Or maybe take out the 2008; it's totally irrelevant to a point.

C HUDSON: I think we need that. There's all this white space in here. If you put fiscal 2008 and then put actual underneath of it, you could make these columns smaller and put a fourth column in here.

MAYOR POST: So do that. I think to a point, but I think 2008 is totally irrelevant.

C DUBY: It may not be that easy to do on the program she has. If we can only have three columns, I'm with you Mr. Mayor. I would take out the 2008 actual and put in the 2009 actual.

MAYOR POST: The problem with the 2008 is that we have changed the way that they do things. 2008 is totally different than the others because 2008 reflects when Administration and the others were joined together; where now the legal fees are all broken out and all those. I don't think that 2008 does it any justification because there isn't any relationship. Now 2009, 2009 actual and 2010 would be the ones that are all in relationship.

C HUDSON: Why is it then when you get the Rehoboth budget they've got like 2005, 2006, 2007, etc.? They've got all that there for the Council people to see?

MAYOR POST: Because to me it's irrelevant 2005, 2006, 2007, so I don't know why it's even more confusing. If you get the last audit, you have it all the way back.

C DUBY: I'm sure our people can run it that way, if we thought it was even important. It isn't to me, but I would like to see the actual.

GEORGE DICKERSON: The audit report takes it back seven years.

MAYOR POST: You're saying that it's not going to be really accurate because we're not at the end of the year, but you'll just have it to date.

GEORGE DICKERSON: I can tell you as an average, that just like last week when we had a budget meeting, the 2009 actual, should be at an 82% of budget amount for the year. So we put 2009 actual, you're going to see something like that, but it's not going to give you the amount that was budgeted.

C DUBY: It's not going to give you the whole year.

MAYOR POST: It will give you a good idea.

C DUBY: But you could say to us, something like, this shows a lot of money left but what you don't realize is in the last month of the year we will spend a lot of that money. Things like that, that would explain real discrepancies; but I think it would be helpful to see if where we are that have that comparison.

MAYOR POST: In 2008, there was the Code Book for \$11,000; in 2009 it was \$3,700 and this year it's zero. That really tells you nothing, to be honest. Really, I would really rather just see 2009 to actual to this.

VICE MAYOR BETTS: It doesn't have the Town Manager's Expenses, right?

MAYOR POST: Because it was into another line item.

George Dickerson: Because it was continuously being asked of me, we created a new line item for it.

Vice Mayor Betts: You never had it in there before.

C DUBY: Yes he had it but it was in the big amount.

George Dickerson: It was called miscellaneous expense and the question was always is the Town Manager's expense included in there.

C HUDSON: I think it's good to have it there for your protection as well as quarterly evaluations for your protection so that everything is clear exactly what your expenses are.

George Dickerson: I know exactly where I am on mine.

Mayor Post: So that's why I think if we do the quarterly, we're going to be fine with that. It's the same as the annual, but four times a year.

C ABRAHAM: That's what I was trying to clarify.

George Dickerson: That's Personnel.

C ABRAHAM: It's Personnel?

Vice Mayor Betts: She's not on Personnel.

Mayor Post: Oh, that's right.

Vice Mayor Betts: Deanna's chair.

C DUBY: I'm not Chair of Personnel, I'm on Personnel, but I'm not Chair.

Mayor Post: She's not Chair, I am. Maybe the Committee can look at the whole thing, as a whole.

C HUDSON: Well the Personnel Committee is supposed to be doing quarterly evaluations, if you check the contract.

Mayor Post: Well, we'll do it. It's you... Well we haven't had a meeting since then, so... Since the April meeting... We'll do it as a group and review them; as a Committee.

George Dickerson: Holiday decorations: now that line item is not going to become important Christmas, until December and that's when we want mistletoe or whatever it is, holly wrapped around poles, around town and this costs \$1,200 - \$1,500 and people say I want to get it; where are you going to get it from; if you are going to put it in, it needs to be put in that line item. It's not budgeted so any of the amounts that we have been getting for those that have run us over for that expense, it's not there, it's zero.

Vice Mayor Betts: We do have the candles and what not to go up. Is that right?

George Dickerson: The same ones that we... The new white, the stars, or whatever it is that we have, yes, we have those. Yes.

C DUBY: We budgeted zero for it this past year, right?

George Dickerson: That is correct.

C DUBY: Did we spend anything?

George Dickerson: Yes we did.

C DUBY: So probably zero is not a great idea.

Mayor Post: You're right.

C DUBY: Christmas does come, whether we can afford it or not.

George Dickerson: Edmund Software: that's our accounting program and that is the yearly maintenance/cost to run their software with the updates that we need.

Mayor Post: I just wanted to say that C Martin-Brown has joined us now.

George Dickerson: We are now to Administrative Revenues. The \$2,500 that Lutheran Towers is in there because that's the only money we get from them, that's by contract. Property tax revenue is estimated at \$685,000. Interest Income is \$70,000. Lien Certificate: that's when attorney's have settlements and closings and they ask us to bring records up to date, whether it be property taxes or water bills, those types of things, the fees that we've collected; we've done very well with that account since we've established it. This is a line item that represents revenue collected from a new process adopted by Town Council in January of 2009. The process states that the Town of Milton may charge settlement companies with a fee for providing settlement information. This line item has been successful to date and will be continuing to generate revenue as properties are sold or refinanced. That's done pretty well for us. Miscellaneous revenues are things like fax fees, FOIA requests, copy fees, etc. Tax Penalty: we base that on currently delinquencies and penalty rates. We did very well last year in collecting delinquent accounts; and this year we've done very well, also. Transfer Tax collections: we're very conservative with that figure at \$140,000; based on an average cost of the home, estimated transfers for the year at the 1.5% of the transfer tax that we receive. Franchise Fees: basically about \$28,000 for that. That gives you the total for Administration. The total Administrative Expenses, which is a 3% increase over FY 2009; Total Administrative Revenues is also a 9% decrease over FY 2009. Street Expense: As I said, I already explained that and I'm not going to talk about salaries again, because it's the same thing; nor payroll. Miscellaneous Operating: \$500 (these are just nominal amounts really); Web-Site that I talked about spread across all departments; Engineering fees; Capital expense; Stormwater drainage. I met with all department heads. Allen is here tonight and in bringing those up, there were certain needs which they identified to me that they really think that we need to have, if we're going to continue to provide the service for it. As you are all aware, the leaf pick-up that we do each year has become a big success; everyone looks forward to it. We had a fiasco last year in that we had a piece of equipment lined up and that piece of equipment broke; it was not ours; we were trying to borrow the equipment. This year on a four year lease for that \$7,500, that \$7,500 would be the cost over four years in a leased period, the Town has currently been renting or borrowing the machines as we can for the town-wide maintenance. Also, the piece of equipment that Allen is looking for the pick-up also has the ability, correct me if I'm wrong, so that you can do the much needed storm drain cleaning, such as sucking the leaves out of the storm drains, pulling those grates up and doing that also; and that's the only capital expense that was asked for in the Streets Department.

Mayor Post: Can I have clarification, are we talking about \$7,500 times four, or \$7,500. So each year it would be \$7,500.

George Dickerson: Yes, \$7,500 for 4 years. That's the lease rate. We figure that it would be easier to do it the lease each year, like we do police cars, for a 4 year lease.

C Martin-Brown: Does that machine have a mulching capacity?

George Dickerson: Allen?

Allen Atkins: It basically [unintelligible].

Mayor Post: Some of them are probably wettest if they are coming out of the sewer.

C Martin-Brown: When they dry, they mulch.

C Duby: This isn't a machine that we lease and have sitting and only use once; we're leasing it for a particular date and we only have it for that date.

George Dickerson: Perhaps we can extend those dates to two periods of time; but Allen has on other occasions when he needs to get down in the storm drains because of run-off and leaves and that type of thing and get those leaves out of there; instead of them going out into the river.

C Duby: I was thinking if we have to lease it and we actually have possession of it for the whole year, maybe we could do more than one leaf pick up.

George Dickerson: Allen would you explain that. It will be ours; the lease is just the way to buy it.

Allen Atkins: [unintelligible].

C Duby: So we could have more than one time a year to do leaf pick up, great.

C Martin-Brown: I totally agree with you that it was a fiasco last year, so if we had this thing...

Mayor Post: And these guys did a wonderful job, because they picked them all up by hand. It was amazing what they had to do.

George Dickerson: So Street Department Expenses was a 12% increase over FY 2009 and total Street Revenue was zero. That's all expenses there.

C Martin-Brown: One other question on this machine of Allen's. Does he have the right if another jurisdiction wants to lease it from us, or can we make money by letting others use it? Is it insured for that?

George Dickerson: Well it would be insured. I don't know if it is insured for that use. I wouldn't know the answer to that unless I check on that.

C Martin-Brown: It might be another way to make some money.

C Duby: I would say look into it, because if the insurance does cover it, and it's a good machine, then other jurisdictions might want it and it might be a good way to make some money.

George Dickerson: I want to talk about the salary line item being less for 2010. That figure is based on an 8-officer force, with one administrative assistant. The Town of Milton has applied for a Federal COPS Grant totaling over \$350,000, which will help pay three years worth of salary and benefits for two additional officers. If the town is awarded these funds, we will be able to bring the force back to 10 officers. We have applied for that and I believe the last information that we received on that was that the decision will be made. We've written letters to Vice President Biden's office, to our Senators, to our Congressional Delegation, as well as I think they told us the end of September we would be getting an answer. They're not going to let us know until about September 30th, the COPS office said they would give us an answer then, but if you see your Legislators, I would ask that any of your Congressional Delegation if you're in their midst, because we've written to all of them, please ask them about it. The only real answer we got back or call back was from Mike Castle's office. He was very cordial in responding back to us.

C Martin-Brown: I have a lot of questions about this. Because of the complexity of the moment, this budget was developed with the present officers on duty and in light of the dynamics we're going to hear more about on Friday, one of the line items for more assistance that rather than maybe having ten patrol officers, there could be considered nine patrol officers and one that attended to housekeeping and, I'm not

talking about cleaning, I'm talking about there being a consultant fund or some kind of drawn down account, where somebody could be hired to set up some systems in the Police Department or do some work that would address some of the Management issues like to do with evidence. I mean if we could some non-tied money to patrol officers and have a little bit of money for some of the things that need to be addressed; has this been considered Mr. Mayor.

C Hudson: If you're talking about management of evidence, I think it has to be a patrol officer to handle that evidence.

C Martin-Brown: Right, but I'm trying to think...

C Hudson: You can't have a private person doing that.

C Martin-Brown: No, no I'm suggesting that, Mary. But that when we put salary in here, whether the person is the Chief of Police or a patrol officer or whoever, that we be looking at a task assigned person in this budget who would help address some of these maintenance issues.

C Hudson: Well, if what I've seen in the last two Fridays and you're referring to that, we actually have a person who has been tasked to do it; the question is whether or not the person has done what he has been tasked to do: training, records, and evaluations. The thing is it is already in the budget to have somebody doing it; the question is is somebody making sure that the person who is in the budget, is actually doing it. So it is already built into the budget to have somebody maintain the uniforms and maintain the evidence and maintain the training records, that money is already there; to me, what we're talking about an 8-man force and one admin assistant, two of the guys have quit, is that correct, and moved on to Laurel?

Mayor Post: Well, one is in Iraq.

George Dickerson: One is in Iraq and one who has left the force, that's correct.

C Hudson: But the one who is in Iraq, if he comes back, he gets his job back. So that's not an issue, he's still to me considered to be on the force. Basically, unless we get these funds, we're not going to hire somebody back to replace the one we lost, is what I'm looking at.

Mayor Post: I understand where C Hudson is coming from. I feel that we should not have a need to go outside. We should have the ability within to do those things. These are not anything special; they're not on or above beyond what you would expect someone to do at an administrative level. The construction there would be very minor; even if they used the safe, which is an excellent location upstairs; there's a huge walk-in safe from the bank, if that was turned into an evidence repository; that has low shelving; you're only talking about \$2,000. They've already got the cataloguing thing; the electronic system is there; the computer system is there; you're not talking about a lot.

George Dickerson: No, there's not a computer system.

Mayor Post: For the evidence?

George Dickerson: No.

C Hudson: There's a scanner; a \$2,500 scanner; but it needs the software.

C Martin-Brown: I'm just talking about the budget, Mary.

Mayor Post: But we're talking about an 8-person Police Department as it stands right with this budget. If the grant would come through, we're talking about 10; when

we're talking about 8, I'm talking about officers; then you have the administrative person. I think you will find out that this really efficient to do it.

C Martin-Brown: Okay, just as long as we've considered it in creating the budget. That's all.

Mayor Post: Yes.

George Dickerson: We've dealt with actual numbers of people.

C Duby: It seems to me that if you've got the salaries for X number of people, the decisions about which people and how they are used is something that is down the path, it's not here.

George Dickerson: We know that built into the salary line item, just like when the officer comes back from Iraq; we know projected when his return date is and his salary is budgeted in here, so we're okay. When he gets back, he has a choice to make; he can go up to 90 days, even after he returns home before he has to return to work.

Mayor Post: When is he supposed to return?

George Dickerson: Maybe in December.

Mayor Post: But by law we have to hold his position.

C Martin-Brown: I just wanted to know we had tacked this.

C Hudson: The one thing that we talked about last year was the fleet, we cut two take home cars and I've had a number of people who asked me about the 6 or 7 police cars sitting out there, so is there any way we can reduce the fleet?

George Dickerson: A little later on you can learn, but I haven't gotten to it yet; some of those are going to be asking the OIC at this time and bringing him into the budget meeting. He's made recommendations on how to pick up another vehicle that they think they need. Overtime; holiday overtime (obviously...

C Duby: What's the \$5,000 in overtime is that just reflecting of 2009 has been?

George Dickerson: Yes, looking at it. Obviously, highway safety there was no money appropriated for that. Payrolls were all the same. The insurance benefits are what they are for the department. Pension, now there's one thing with Pension with the Police; they are different than the rest of the departments; we do get reimbursement for that; and that will show up on the revenue side when I get there. Training and Seminars; Legal Fees; Supplies; Night-Out Supplies, there's nothing budgeted there; Advertising; Dues and Subscriptions; Uniforms; Fuel, this is based on a new heating system – you're going to see under capital improvements. There's no heating, there's only an old radiator system and I'll explain that in just a few minutes.

Mayor Post: On Holiday Overtime, is there anyway that we can trim that down more; because every time we have an officer work on a holiday, it's 2-1/2 times and it's very costly.

George Dickerson: As Supervisor of a Police Department, perhaps asking about scheduling, I don't know, I don't do scheduling for the Police Department.

Mayor Post: I just think that's something we should look into.

C Duby: I'm just curious, it's a small amount, but it's the DUI blood draws, is this something we've just separated out this time?

George Dickerson: We've had that and it was hidden in miscellaneous; now because of a very active DUI's patrolling that our officers do, every time they take somebody down to the hospital and draw blood, that's pretty reflective, we've decided to break

it out. Advertising; Dues and Subscriptions; Uniforms; Pensions: 13.7% is the current town contribution rate and this is set by the State of Delaware and the rate is subject to change yearly, determined by the State of Delaware; we do not fix that rate. We receive funds from the State of Delaware to offset some of those costs; but past State fundings have represented about 70% of the Cops Pension costs.

Julie Powers: The training [unintelligible]

George Dickerson: It is there's more training that's needed. There was some additional training that was also needed to be done. That figure was given to me by the Brad, the OIC, and he's the one that determined that; I didn't really question what that was and I said can you draw that down and he said "no".

Mayor Post: They are supposed to have Supervisory Training, because they are all Corporals, and there is numerous training that they need.

C Hudson: Eight of them got the decibel training. I thought it was going to be like one per shift and Robin asked why eight officers need training on the noise meter.

George Dickerson: Because they don't all work the same shift, at the same time. That's how you usually expense; the expense would be huge, but you don't have the same officers all the time that you would call on to do that. Actually you save money by training the cops to do it because if they're working and they're trained, you don't have to call in someone on overtime to pay them, like Robin.

Julie Powers: It was one flat rate, no matter how many people you trained; it was up to a maximum number of people and we were able to include everybody for \$1,400.

Mayor Post: That's what I thought. It was a single training, but it didn't matter how many were in that training it was going to cost one rate, so really we saved money by having them all in that training.

George Dickerson: Maintenance and Repair Auto, that speaks for itself. Maintenance and Repair Building; Maintenance and Repair Equipment.

C Hudson: Does that include the new cleaning contract that you mentioned; that you hired a private contractor to clean the building.

George Dickerson: Yes. Telephone; Uniforms, about the same.

C Hudson: So who was cleaning it before? I'm sorry to interrupt. This has gone from \$3,500 to \$8,000 and it includes the ___ contract.

George Dickerson: Jenn, can you answer that?

Jennifer Cornell: The Police Department had a cleaning service that they used for a few months and then they stopped using them. From what I understand, Sherry was cleaning. A lot of this line item is just for if they need something for the building, it is not necessarily cleaning; but when we were working on the budget, they did request to have a cleaning service come in just to maintain the building.

C Hudson: Does it include the basement, or just the top floor?

Jennifer Cornell: I don't know that they can go in the basement, but I'm not sure on that.

C Hudson: Okay.

George Dickerson: Web-Site Expense; Miscellaneous. The last year of the police car, when you see that, year three of three; that means that budgeted for that year; that payment of \$10,000 will pay that car off; which was a three-year lease/purchase.

C Hudson: May I ask was there anything in here for software for that \$2,500 scanner? I heard that they needed software for that scanner.

C Duby: I heard that they needed a computer.

George Dickerson: Who do I answer first? My understanding is that there was a piece of equipment purchased for \$2,495. That included a hand-scanner. There was a discussion about correcting the evidence locker and that piece of equipment they purchased is already outdated. Some of it was missing. I think either the hand scanner could not be found or the software to put on a computer could not be located; one or the other. The \$2,495 we paid, we do not have all of the equipment and it is not functioning.

C Hudson: I was trying to recall in my memory the reason it hadn't been used fully was because we lacked the necessary equipment to complete the system; like a computer.

George Dickerson: We also had budgeted over the last couple of years four or eight computers purchased; how many?

Jennifer Cornell: I believe it was the 2007-2008 budget that there were 8 new computers purchased.

C Hudson: I do think we need to go back to the point, that if we need a particular complete system to deal with the evidence logging, etc. that we can't not provide in this budget for a complete functioning system from A to Z, so that for once and for all we've dealt with it.

George Dickerson: I do not disagree with that. I think that's a great idea. May I suggest this as a solution, to move us forward? As we did last year, with the reassessment was not part of the original budget, we broke that out separately. Could we perhaps, if Council agrees, that a way to do that, is to approve cash revenues and X number of dollars, I'll get you a ballpark figure, I'll try to get you what that number is; to get whatever the software costs are and a computer to drive it and whatever is needed for that; to ballpark that figure and do you want it a part of the budget or do you want that set aside as you did with reassessment last year?

C Duby: First of all, I would like to have something in writing from the OIC that says, here where we are with this piece of equipment; here's what we had; here's what we have now; here's what we need; so that we can see very quickly what it is and what the cost estimate would be and then I think we can figure out what the best way to do it; that makes it most clear in the budget for us, for the Police Department and for the public so that they can see that this expenditure is related to this and this is the background on it and this is what we're getting.

George Dickerson: Are you looking for the decision to be made also for the physical location of where the evidence is stored and recommendations on that also?

Mayor Post: And the costs.

George Dickerson: That's what I mean.

Mayor Post: I think also with this thing, because I'm not sure if doesn't come under 5470, when you talk about Repair & Maintenance of Equipment and I'm questioning under that \$8,000 if that is not in there. Because I thought when I talked to the OIC he told me the computer was there and it was one of the eight that was purchased three years ago. Now the software, I'm not sure about; but the computer that they needed, my understanding is there.

C Duby: That's why I want something in writing from him.

Jennifer Cornell: Just from general conversation I believe that he did mention that there was a computer available. I know there is a piece of the system that is missing.

C Hudson: I agree. If we could get the officer to give us a list of what we have, what we need and the costs, because that should be included in this budget; because we fault one officer for not having it done; it makes no sense to continue the problem and next year fault that officer for not having it done, whoever it is.

C DUBY: I think frankly right now, we're in our own heads, we have the testimony that we've heard and we have a number of things and we need to know what the real facts are; because we don't know at this point; because it is still under debate; so for budget purposes we need the person in charge this is what we have and this is what we need.

C Martin-Brown: I want something specific, as C DUBY just said; something that is itemized; this is what we have; it may be outdated and therefore it doesn't count, no matter how many thousands of dollars we spent on it. We need something that we know is state of the art, functional and operational by any one of the eight police and I want to see hard numbers and then we need to build it into this budget.

Mayor Post: And the same way with the evidence areas, whether it's the short term evidence lockers or the permanent evidence lockers. They all need to be covered in this budget.

George Dickerson: I think we're at 5801 the new heating system. Let me explain that. The cost there is \$14,860 and I see again and recommendation of all capitals you'll see down in the bottom in yellow, those were capital requests, but those are for Council to choose. We did put this in here and here's the reason why. Milton Police Department currently relies on four radiators as its heating source. The space is not heated by the radiators and relies on space heaters. The installation of a new heating system in the building is imperative to employees comfort and will reduce heating fuel costs in the future, so depending on whether or not if you keep this capital expenditure in, the system will be designed so that they do not have to use electric plug-in heaters and all that; so this will cure that problem.

C Abraham: Can I mention something though? This comes to putting a piece here and putting a piece there. The general thought was that the Police Department wasn't going to stay there, therefore we didn't do things to the building, because why bother? We were on the hunt for another location, another building, whatever it can be. So we need to consider, what are we considering here? Replacing the windows, replacing the doors, replacing the heat; is this where they are going to stay? Is this why nothing's really ever been done to the building? Or are we still on the hunt for a building?

Mayor Post: Everything has been done almost to the building, except in the basement, new roof, all new walls, it's set up as a Police Department, the parking, we own the back row, right across the way in the Fire House parking lot, that back row is ours anyway, we have the parking; what was always discussed was whether we were going to relocate both the Town Hall and the Police Department. I thought the whole issue with the Police Department relocation was resolved once the Town Hall moved. They have ample space at this time; the only thing is that basement needs some type of work to it eventually. With the economy the way it is and the slow growth this

town has now, plus the question of whether the borders will ever expand, since Tidewater has there services out in the growth expansion area; we may never move.

C Abraham: It's was just a thought, because we did have a police building committee and we were actively looking and not wanting to spend money.

C Hudson: I agree that is why some things were not done and I think that we've already made \$50,000 recently in the renovations to it and I think we should continue renovating and fix it up to the best of our ability and not plan on any immediate or even in the foreseeable next 5 to 10 years.

Mayor Post: If it was ever sold, the heating system would be important to have.

C Abraham: I'm more concerned with the foundation of it and the basement, then the heating.

Mayor Post: The building is in good shape, I think it's just that basement leaks.

C Hudson: Maybe call in Dry Zone as a contractor and get him to dry that thing up.

Mayor Post: Maybe we could try some of that and that's something we might have to look at.

C Hudson: We're going to need that space; we can't just say it's moldy and not use it.

C Martin-Brown: If we improved the basement situation and the heating situation, it is a town property and it will improve its equity, so even in some future time if you wanted to move out, the use of that building by other civic efforts or whatever, you're not losing any money in the long run.

Mayor Post: I don't think it's too much to have officers expect heat in their offices.

C Duby: Even if you assumed, and I don't this is a valid assumption, but even if you assumed that a new heating wouldn't improve things it would just keep it the same but cheaper; I mean space heaters and radiators are ridiculously inefficient and expensive, so I think this is a no brainer.

C Martin-Brown: So we then have some cost estimate looking at the foundation, the basement, in terms of leaking.

Mayor Post: I think that's something at this point of our budget, we're already in a negative. I think there's nothing that's going to stop anybody to get a price on that as we move forward and in any case, it would have to come out of case reserves, no matter what.

C Martin-Brown: There's no possibility in that stimulus bill or that money coming down to reprogram within that budget.

Mayor Post: We could do that if we would get any of it.

C Martin-Brown: Well that's all I'm de-flagging; if we have an estimate...

Mayor Post: If we got a grant, we could use a grant. We could do whatever.

C Duby: Our Police Department should be encouraged to seek that.

Mayor Post: I think first the heating system, is fine.

C Martin-Brown: Absolutely, but I'm thinking...

Mayor Post: Then we have to look forward on how to improve that basement, which could possibly be as simple as coating it. You don't know.

C Hudson: It wouldn't hurt to call Dry Zone, which is right here in town and maybe they'll give us a free estimate or an inspection, if we could get that done for free; and see what they have to say; it might not be too elaborate.

C Duby: At least then we would have the information.

C Hudson: So, Mr. Dickerson, can you contact Dry Zone to see if they'll do something for free.

George Dickerson: I'll certainly task staff to do that, yes.

C DUBY: So I think you were at the three yellow lines, can you tell us what those are?

George Dickerson: I am. The three yellow lines were a continuation of capital improvements; they are issues that OIC said that he needed and I'll explain them. On the front of the Police Department it says Town Hall. He had an estimate to replace that sign that says Milton Police Department, instead of Town Hall, because he gets a lot of people going there for Town Hall and it causes some confusion; that's the cost of the sign, \$1,422.

C Hudson: Is that a competitive bid, Mr. Dickerson?

George Dickerson: It was not a competitive bid; \$5,000 is the threshold for competitive bids, in some circumstances. There are also some exemptions to that.

Mayor Post: I think Quillen probably did this bid. He did the last one and they probably just went to Quillen. He just did that with the windows, which were only \$3,700; so they didn't have to be put out for competitive bid.

C Martin-Brown: I just was wondering if somebody else might give us a better price, that's all.

George Dickerson: Don't know. Phone system, that's to replace the phone system which is explained as being old and antiquated. That's all I know, that's the cost. The other is that for Bowflex equipment. That was Council, I don't know if it was this Council, but Council had approved; there was a document that we were made aware of where the Council had voted for a piece of equipment to be put down there and this is what was mentioned for work out equipment.

C DUBY: This is like body building work-out equipment.

George Dickerson: Yes.

C DUBY: The heat is \$14,860; the work-out equipment is \$1,600; I don't think there's too much...

Mayor Post: First they want heat; then they want to work out. We need to get the basement finished first, because I think that's where the Bowflex would be going anyways, I think any type of work-out equipment would go down in the basement.

George Dickerson: The 5808 is for a new vehicle. That is \$10,000 for a new vehicle which would be required through the sale of older vehicles; here's what I was talking about. C Hudson you had brought up with seeing all the police cars that we have lined up in the back SUV's and some others. This vehicle would be acquired through the sale of several older units; include older auto that requires significant maintenance and an SUV that requires significant maintenance and fuel costs. This line item is an in and out; \$10,000 revenue is shown later for that sale; if it was approved to change those vehicles around as requested from OIC, then it's really an in and out. Don't get that wrong, up above there, they do want to buy a new vehicle. A new vehicle would be purchased to replace a 1999 Crown Vic, almost 10 years old. This vehicle has cost the department several thousand dollars in repairs during the past fiscal year to try to just keep it on the road. It was about \$3,000 for a new transmission.

Mayor Post: You know there's a whole fleet of cars sitting back there and I would like to know again somehow on a plan, what's going to happen to those cars. I can understand having a couple in reserve; but with readjustment and how it's been going,

I can see that fleet even growing at times; where last night it looked like there were even 7 back there.

George Dickerson: There are about total assigned to the Police Department eleven vehicles. I think there are 11 there. Obviously, Council, as it has approved still approved take home cars so take home cars for the Police Department, however many cops you have, you need that many vehicles to get them back and forth, unless you use vehicles that rotate through different shifts.

C Hudson: That's another question that you might consider in the future; is go back to the way we did it before and have them drive themselves to work in their own cars and pick up a shift car and then use it till then; it is something to consider.

Mayor Post: But not only that, I just would like to see how, if we are adding two new cars, how many we are giving up? Right now it looks like an exchange.

C DUBY: Maybe do a chart, showing all the cars and how old they are, what we're getting rid of, and what they're asking us for new ones; just to see the whole picture for us at this point.

George Dickerson: We'll get that for you.

Vice Mayor Betts: There might be some newer cars down there that could replace the older ones.

C Hudson: Just get rid of the older ones.

Mayor Post: Now back to 5808, is that one time \$10,000 it looks like to me.

George Dickerson: That's one year of and one purchase; that's money in and out. That's selling off some of these that you're concerned about.

Mayor Post: But we've got 5807, which is year 1.

George Dickerson: That's buying a new car, replacing the 1999 Crown Vic.

Mayor Post: With three years of payments.

George Dickerson: Yes.

C Martin-Brown: Are we eligible for Cash for Clunkers on these cars?

George Dickerson: Yes.

C DUBY: The revenue shows \$10,000 for the sale of an old car.

George Dickerson: The revenue is \$10,000, it's an in and out, on that one vehicle.

C Martin-Brown: Is that under the Cash for Clunker program?

George Dickerson: I don't know what that is?

C Abraham: \$4,500 for gas guzzlers when you go to trade in.

George Dickerson: I don't know.

C Martin-Brown: Could you make a note, Mr. Manager, to find out, because that's an additional...

C Abraham: That's government; I think the government gives you that.

Mayor Post: That's a tax write-off, is that what you're talking about, the \$4,500?

C Martin-Brown: No, you can trade in a car or a truck or whatever that has a higher mileage per gallon rate; it can't be older than something like 1996, but it's all part of that new Cash for Clunkers and when you turn that into a dealer; they get the money back, you don't; but they have to debit the cost of your new car; give it a credit for that amount and it's good until November of this year, so it's time bound; but I think it's up to \$4,500.

Mayor Post: I thought it was a \$4,500 tax rebate.

C Martin-Brown: But this is an institutional car, so I just don't know if it applies; all I am saying is it is to drive old cars off the street and get more fuel efficiency, less pollution, and it goes to the dealer.

Mayor Post: And increase car sales.

George Dickerson: I hadn't heard of that.

Mayor Post: That's what it was about.

George Dickerson: We'll check into that.

C Martin-Brown: We need to find out if it's applicable to that car.

Mayor Post: If he's thinking he can get \$10,000 for that car, we'll only get \$4,500 from it.

C Martin-Brown: What I'm flagging Mr. Mayor is there may be other cars we can unload as my colleagues were suggesting.

C Hudson: I don't see anything here for weapons and ammunition; because we have plenty? In the past we've had expenses.

George Dickerson: The training line item reflects ammunition.

C Hudson: Training and Seminars includes ammunition and weapons?

George Dickerson: Yes; because we are down some officers. In 4580, Revenues for Police is the Pension, that's the estimate that we receive back from the State for the Police Pensions. The Sussex County Grant – last year they had budgeted for municipalities \$25,000; this year they cut that for our next budget cycle to \$15,000. Estimated Fines taking in \$30,000. Sale of old cars – that's where that \$10,000 comes back. And the only other thing there is Miscellaneous Revenue - \$500.

C Duby: What does that Revenue Reserves mean the \$223,000?

Jennifer Cornell: It was used in 2008 for Capital Expenditures during that year.

C Duby: Where did it come from? It's a huge amount.

C Martin-Brown: For what?

Jennifer Cornell: The building renovation was that year; they bought an intoxicilizer; they bought new cars; there were several items; the computers.

C Duby: That was just a year where they took a ton of money out of revenue reserves?

George Dickerson: Yes. Tab 5 - General Expenses. Ending the Police, the overall Police Expenses for this budget from 2009, is 8% decrease overall and an 11% decrease in revenues. Council Approved Donations – we've left that, as you can see obviously because of last year, a large portion of that \$5,000 that you see, that line item has been eliminated from the draft by this percentage, but has been included as an option for you to consider. That \$5,000 that we put in there, I put that in there for this point, it is important to note that the Town Charter specifically mentions a donation to the Fire Company, however, states the donation would be made depending on availability of funds. That's what the Charter says. So that's for your consideration.

C Duby: So this \$5,000 would go to the Fire Department, if we...

George Dickerson: No, it can go to whoever you choose in whatever amount; it doesn't have to be the \$5,000 to the Fire Department; you could do \$5,000 and do whatever denominations...

C Duby: What has been our annual contribution to the Fire Department?

George Dickerson: \$5,000. Yes. When we had it before, what were some of the other contribution line items?

Mayor Post: We gave to the Theatre, the Museum, and Cat Snippers.

C Hudson: It was \$5,000 to the Fire Department and then \$4,500 that included the Garden Club, Cat Snippers, the Museum, etc.

Mayor Post: No, the Garden Club is under Beautification.

C Hudson: But they got both; they got Beautification and they got a donation.

Mayor Post: \$1,000?

C Hudson: Yes.

George Dickerson: General Expenses, also, next line item was \$12,000 to pay the lights in Wagamon's. As you can see, the normal SRF loan which we the town had a referendum on and it went to a vote, that wastewater SRF loan was paid off in full. That was a requirement and we paid that off.

C Hudson: How long to we have to pay the Wagamon's utilities, in perpetuity?

Mayor Post: In perpetuity, it's just showing this way because those streets have not been dedicated, but eventually it will shift into a new line item, down the road.

C Duby: What's the Council Approved Sponsorship \$2,000?

George Dickerson: Let me get to the Parks, just above that. Concerts in the Park – we've plugged in \$8,500; let me give you some background. \$8,500 line item has been moved from Parks. It's been put in General. Donations received, that we're getting, does not meet the expenses of Concerts in the Park. In FY 2008, there was a \$1,174 deficit cost that was unbudgeted item. Projected this year, because of donations being down because of the economy, is a \$1,335 projected deficit. As an option, \$2,000 has been listed to cover the additional costs related to the concerts and that's when it says Council Approved Sponsorship. If you add \$2,000 that I think will probably cover the cost, because there are not enough patrons who are donating for the concern program that's being spelled out each year.

Vice Mayor Betts: So the sponsorship does pay for the sponsors completely?

George Dickerson: No.

C Duby: It pays for the bands and historically, my understanding is, because I've only done it for the past couple of years, the Town did pick up the tab for mailing that brochure out that has the schedule on it and those kinds of things, Printing and mailing. The Sponsors, if a band costs \$500, my understanding is that Charlie goes to a sponsor and says for \$500 you can sponsor Ed Shockley or the folk music or whatever it is. So his sponsors pay for the price of the bands. It does not cover the printing and mailing of the schedule.

Mayor Post: That's Parks.

C Duby: The other thing I don't understand is, you've got \$8,500 here and then underneath \$2,000, so if we approve that \$2,000, the overall thing would be \$10,500?

Mayor Post: No, because you're going to see revenue coming back of... Well we'll figure that out.

Vice Mayor Betts: I'm asking a question.

Mayor Post: Why would that... That should be reflected in revenue.

George Dickerson: I'm not even sure of the question now.

Mayor Post: First of all, why is it under General and not Parks?

George Dickerson: Jenn's going to answer that question.

Jennifer Cornell: We moved it from Parks. The Parks Department is mostly for the Maintenance of the Parks; that's controlled by the Maintenance Department. The Concerts in the Park is a Town Event; it's something that the Town controls; it's not something that the guys in Maintenance can really control; so we separated that to take it away from their budget.

Mayor Post: Because it really has nothing to do with the Park, because it's in the Theatre half the time this year, too.

Jennifer Cornell: Yes, it's held in the Park, but it really doesn't have anything to do with the Park Maintenance.

Mayor Post: So I can see it really has something to do with coming under an event. I can see why they would want it listed separately. It's not a Parks Department or anything related to the Parks Department; it's not cutting grass or putting trees in or trimming trees; it is something that could be held anywhere.

C Martin-Brown: I would like to flag C DUBY's comment about the postage. In years before this year, the cost of the postage to send out to the whole Town information on the Concerts was part of the water bill mailing. It did not require last year that there be a separate mailing. It was supposed to go out in the water or the sewer bill. So, if we could flag that as a matter of cost savings coordination, then we could save a whole postage...

C DUBY: It hasn't been the last three years. The last three years it has been an independent, printed and postage mailing.

C Martin-Brown: Oh, yes.

C DUBY: It has because I carried it to the printer.

C Martin-Brown: No, no.

C DUBY: It has. The last three years.

C Martin-Brown: Okay, we won't argue.

C DUBY: Whatever, we should look at the possibility of putting it into the water bill if we can, if the timing is right, so that we can do it. I don't know when the billing goes out.

Mayor Post: We've done other events in those mailings, so I don't know, but the bottom line is they have fine tuned it to know that it is a deficit; in sponsorship, as well.

C Martin-Brown: I'm just saying a way to cost is to do a mailing that includes some of this stuff where you don't have to do a separate mailing.

Mayor Post: We've done it also we've done other mailings for non-profits, as well; we've done it for the Theatre.

C DUBY: I think it's a good suggestion that we try to do it, if the timing works out.

Jennifer Cornell: I would like to add that the Concert mailing goes out and it goes to everybody in 19968 zip code; so it's not just Town residents.

C DUBY: That's true, it's a broader audience.

C Martin-Brown: So maybe we should rethink that as a cost savings.

Vice Mayor Betts: I agree.

Mayor Post: I think it's probably been one of the biggest events and it's certainly one of the most stimulating thing in the Town of Milton, as far as Economic Development and all and the Town can certainly cover the \$2,000. You're only talking about a \$3,500 deficit, which might in reality not be a deficit if we get some sponsorship.

C DUBY: No, we're talking about a \$1,335.

MAYOR POST: No, because you're seeing a revenue source coming back in of \$8,500, right?

GEORGE DICKERSON: No.

MAYOR POST: Are you showing no revenue because we're getting sponsorship, so we need to see revenue coming in?

GEORGE DICKERSON: We're not to the revenue page yet.

MAYOR POST: All right, so it's not a true \$1,335 deficit; so how much money is showing to be coming back in?

GEORGE DICKERSON: Jenn, go.

JENNIFER CORNELL: There's \$8,500 that they actually collect in donations, so what you see in the budget is \$8,500 in and \$8,500 out. The additional \$2,000 would cover the mailing and all those other things.

MAYOR POST: That's what I'm trying to get to, that there was a deficit in sponsorship; we need to take in \$2,000 only.

JENNIFER CORNELL: Correct.

C DUBY: So it's really only costing the Town \$1,335, this year.

MAYOR POST: But they're cushioning it at \$2,000.

C DUBY: Yes. I just want to make sure everybody understands that, so that now it is the \$8,500 is what the bands are paid; but if you look at revenue \$8,500 is what comes in from the sponsors; so all the Town is actually paying out of pocket is \$2,000 projected. This year the actual was \$1,335.

C MARTIN-BROWN: There may be savings also possible.

C DUBY: If we look at that, the other possibility...

MAYOR POST: The shame is that if you cut that mailing out, then you might not have the turnout.

C MARTIN-BROWN: I'm not proposing that at all, Mr. Mayor. I want to be very clear about that. I'm talking about piggy backing, period. Full stop.

MAYOR POST: A one time mailing to that large amount. Then those people can keep that on their refrigerator or wherever they want.

GEORGE DICKERSON: I'm just not sure that the mailing will correspond because I don't know how soon you know what bands will be performing in the next year. That's the problem.

C DUBY: That's it, you have to have the schedule ready and there has to be a mailing far enough ahead. People expect to get it in May and that's when the bands are scheduled. The other possibility is that you could add a little bit on to each sponsor and try to bring in a little bit more revenue that way; but that's putting it on the backs of somebody else. I agree it is an Economic Development Issue.

GEORGE DICKERSON: Revenues for General – Permit Fees, Sewer – Projected at \$26,000. Sewer Impact Fees - \$60,000 (that's based on a 40 new home and working with Robin and looking at projections; we feel that was a good number that Robin had placed in there). Donations, that's where it comes back to Concerts in the Park – that's the in and out of the \$8,500. Revenue Reserves – to cover all Capital Expenditure Projects presented in this draft was \$70,000 – that's where it shows up, Jenn would you comment on that, please.

Jennifer Cornell: Any capital expenditures in this draft document have been included in this revenue reserve line item; so that way anything like the new vehicles, the heating system, things like that are built in to come from revenue reserves.

George Dickerson: The total General Expenses show a 47% decrease over our current budget and General Revenues is an 86% increase. Parks, I've already talked about the salaries, payroll, supplies and this is meeting with Allen as a department head. He supplied these figures to us, based on what his needs are to take care of the Parks, cutting the grass, weed spraying and all of those things. The Memorial and the Mill Parks issue are to take care of those costs; Miscellaneous Operating; Repair & Maintenance Equipment; Utilities. You can see that the Miscellaneous Capital Expense the expenditures that we had, that comes to \$50,000; Engineer's Fees were \$2,500.

C Hudson: Some of these guys wear Uniforms and I don't see that in here.

George Dickerson: You will see that in another section.

C Hudson: And gasoline for their trucks, as well?

George Dickerson: Yes.

Mayor Post: What is that going to be? What would there be engineering fees for?

George Dickerson: Allen, speak to the \$2,500 that you need for Parks for engineering fees to come out to do locates, please.

Allen Atkins: [Unintelligible]

Vice Mayor Betts: Does it still need some design work?

Mayor Post: No, the design work is still done. It's just some engineering; there's lighting that still needs to be done; even the light for the flagpoles would require an engineer.

George Dickerson: Next page is Park Revenues. The only revenue coming in is for the boat rentals/dock slips. That's it. The percentages there are 65% reduction from current FY and Park Revenues 98% reduction. Code Department – these were figures that were obtained from Mr. Davis and his Department in meeting with him with Code. Salaries I won't go over, we've already explained those; overtime; payroll; pension for his department, that's two employees, when you talk about Code, that's talking about Robin, as well as the Code Enforcement Officer, that's two positions; Pension Costs; Training and Seminars; Consulting Fees; Engineering Fees (a lot of that you will see come back in on the revenue side; Robin's department is a money maker for us because some of those costs are actually billed back out to applicants); Building Plan Review Inspection Fees; Legal Fees; Meetings; Supplies; Advertising; Dues and Subscriptions; Gasoline; Printing and Postage; Repair & Maintenance Auto; Repair & Maintenance Equipment; Telephone (is split out off the Admin line); Web-Site Expense (also through Admin); Uniforms (for Allen's Department); Vehicle (this is the final year of a 3-year lease; which means we own the vehicle after this year).

C Abraham: What are the Dues and Subscriptions for?

Robin Davis: We are members of the American Planners Association; also members Lower Delaware-Maryland Builders and Planners Associations; that also includes our Checklist software; our Marshall-Swift book that we have to update every year; four or five things.

C Abraham: Thank you.

C Martin-Brown: On line 5215, Consulting Fees - \$7,000, what kind of consultant is that; I understand Engineering.

Mayor Post: That is a bill out. It bills out, you'll see it coming in as revenue. We get charged it and we bill it to the customer. It's going to be on the revenue side. It's pretty much a wash.

C DUBY: It's not a retainer.

George Dickerson: Revenues.

C Abraham: Jenn, there's \$7,000 on the one side, Jenn, and \$6,000 on the other.

Robin Davis: We don't always get it all back. There are some things that we have our Consultants and our Engineers do that are just for us and some things that we can bill back to the Applicants.

George Dickerson: On the Revenue side, the Violation Fees \$500; Business License \$75,000; Building Permits and Signage \$100,000; Zoning Variance \$2,000; Building Inspection \$35,000; Legal Expense \$8,000 (that's for Mary to appear to your Planning & Zoning or Board of Adjustment Meetings, as the case may be); also the Consulting Fees \$6,000; and collecting from the Engineer coming back in with \$31,500 for Code.

C DUBY: What are the percentage increase and decrease on this one.

George Dickerson: The expenses are 7% decrease and the revenue is a 25% decrease. Trash Expense – this is the third year of this budget would be, a third year of a three year contract. The expense side is \$185,000 and based on current customers, estimated increase in customers, and current contract price per unit is how that was calculated at \$185,000 and revenues is \$195,000 based on current customers, estimated increases during the year that come on and fees per unit to cover the contract and administrative costs.

C Martin-Brown: Now on that trash expense, line 5000, the increased cost is because more people have come on line to use the trash service; and remember when the trash company came, was that a binding fixed price bid for three years per unit?

George Dickerson: I believe it was set by contract.

Jennifer Cornell: The price was set by contract. It increased slightly each year for three years.

C Martin-Brown: So it was not a fixed price?

Jennifer Cornell: No, not for all three.

George Dickerson: The trash expense is zero change and a 2% decrease in revenue.

Vice Mayor Betts: What is the decrease in revenue for trash?

George Dickerson: It's 2% decrease.

Vice Mayor Betts: Why is the expense \$185,000 and the revenue is \$195,000?

George Dickerson: The revenues were more in 2008.

Jennifer Cornell: We budgeted more for this FY; we did not get as many new homes as we thought.

George Dickerson: Water – Overtime; Payroll; Pension costs are split out; Training and Seminars; Engineering Fees (that might be to locate, when we have to locate a water line or something, and you have to get Cabe Associates); Supplies, Pits, Meters and Lids (we keep on hand); Water Tests; Advertising; License and Permit Fees; Equipment Rental \$300; Gas and Oil \$12,000; Chlorine Supplies \$10,000; Miscellaneous Operating \$2,000; Printing and Postage \$5,500; Parts \$4,000; Propane

\$3,700; Repair & Maintenance \$14,000 (that's a contract we have for painting the water tower and maintenance); Repair & Maintenance Auto; Repair & Maintenance Building; Hydrants and Pumps; Miscellaneous Equipment; Repair & Maintenance Water Mains; Telephones; Uniforms (C Hudson for a lot of Allen's people there are a lot of costs); Utilities; SRF Loan (that's from a referendum several years ago with regard to the upgrade in the water main); Web-Site Expense; Bank Fees; Miscellaneous Capital Expense (obviously there was none there); the truck was paid for last year so the trucks that we had gotten were paid off; Allen had asked for this capital expenditure and let me explain what this thing does – the Aqua Scope Leak Protector – is just what it says, it finds leaks and he needs this thing to find it, besides going out there with a divining rod trying to find leaks; he's got a wooden stick that he finds leaks with and this thing is a \$1,900 piece of equipment to allow the purchase of that new equipment.

C Duby: Did we get rid of the truck or what?

George Dickerson: The truck is paid for. That was the last payment this budget year for that truck.

C Abraham: Can you just clarify? In the General Expense, it says you had the SRF loan expenses being paid off, yet when you flip it...

George Dickerson: No, SRF for wastewater was paid off; this one is water. Water Revenues – Water Rents (people paying their water bill) \$450,000; Water Taps; Sale of Meters; Impact Water; Disconnect Fees; Inspection Fees; Interest Income; Miscellaneous Revenues; Revenue Reserves \$1,900 (we're pulling \$1,900 for the Aqua Scope out of cash reserves to pay for that piece of equipment). The expenses were an 11% decrease and the revenues were a 10% decrease. Tab 10 Municipal Street Aid (MSA) – the bad news is the Municipal Street Aid - the State of Delaware has cut all funding for this fiscal year; the Town of Milton currently spends approximately \$60,000 on town lighting. (Now, remember included in that is not Wagamon's. We listed it separately.) Over the past several years, we have been able to accumulate a reserve in our Municipal Street Aid account which should carry us through this fiscal year. So, because we were a little frugal with our money, we have about \$60,000 in cash reserves in a Municipal Street Aid account, which is going to help for lighting for this budget.

Mayor Post: I did talk to a representative Saturday who says it will probably be reinstated next year.

C Duby: That's nice.

Mayor Post: They have had a lot of major complaints on this.

George Dickerson: I don't have any percentages for you on that one.

C Duby: Looks like a wash to me.

George Dickerson: It does. S.W.A.T. – The S.W.A.T. expense was a school project. It was an in and out to us. We are not going to do that next budget year, at their request. They are doing something different and anyway it is not going to be run through the Town. So the Town used to act as a pass through for that program and they pulled from the Town during the current fiscal year. The total expenses are \$2,406,754; the total revenues are \$2,288,635; or a deficit of \$118,119. Anything in the yellow that you would add in would increase the deficit; anything that you decided to cut, that is contained in here that you would wish to make cuts, would

decrease the deficit. At this time, I'm going to call on Robin; what Robin has, and if you turn to the next page, you will see a Fee Schedule with recommendations, most of those up to the top in red which will be new expenses and Robin will go through a presentation. In meeting with staff, we talked about how we could make money. One of the things that Robin did, was go through and look at the types of Applications that he has; what those fees were and the big thing for us, as a town, what really caught my attention, was that we front this money; in other words, the money is fronted where Robin is going to be talking about escrowing accounts at least pre-collecting a percentage of that, instead of us being out-of-pocket for a period of time, waiting for that application process to go through and collecting that up front.

C Martin-Brown: Mr. Manager, before we start on the next page, while Robin is making his presentation, I would like to ask Jenn if she can plug in the computer all the line items entitled Training and Seminars and give me the aggregate total from all the departments for Training and Seminars. I would like the same aggregate figure for Advertising and I would like the same aggregate figure for Engineering; those three. Thank you.

Robin Davis: Good evening. As George said, it's in Tab 11, the Fee Schedule. This is actually the proposed Fee Schedule that we came up with, after doing a breakdown of these fourteen service-based applications. What I would like to do is to pass this over right now and go into the presentation. The overall objectives of what we were looking at are we want to increase Customer Service; we want to create service-based fees; and then we wanted to justify the fees, based on these processes. To go over the objectives breakdown: 1) Increase Customer Service: What we would like to conduct pre-application meetings with each Applicant to provide better direction on the process and regulations. What this will do is before they actually submit an application, I would sit down with the Applicant; we would go over what they were proposing. This way the Applicant would know from start to finish what they are getting involved in; all the regulations; all that they have to go through; that way they can look at it and say, well maybe we don't want to go that way; maybe we want to go another way; then maybe there won't be any surprises. It makes the process easier in the middle and at the end. Also, that way we can ensure that all the applications are receiving decision letters. When a decision is made, we can get them out to the Applicants and these are the comments from the respective committees and that way they are aware of any of the conditions that are being put on the application. We want to ensure that all the records follow a current and accurate path for future reference. This helps keep everything all together. That way we can put things in the property file from start to finish. Everybody knows when they walk up to the file, that this is the application; this is what it was; this is what happened through the whole process. 2) Create Service-Based Fees: Only those using the service will pay for the costs associated with that service; that's how these are based, now. To ensure the Town and/or the taxpayer's are not subsidizing monies for the application. That could be a problem, if we're not charging enough for my services or the professional services. Next thing you know, we're losing money and the Town and/or the taxpayer's are paying out of the budget. That would be to recover the costs associated and not profit from each service application fee. What we're trying to do is just basically break-even on this. The services we provide, we just need the money

back for that. We're not trying to make lots of dollars on this; we're just trying to break-even. 3) Justify the Fees, based on this process: We do this by following the process, as defined in the Code; F.O.I.A. Regulations and Administrative Steps and to ensure that the Town is not fronting the expense or the cost of each application for the Professional Services. Currently, that is what we're doing; in some cases we have to wait 60-90 days to get our money back from an Applicant for Professional Fees. That means by the time we get the bill from our consultants, we get the bill sent out and we get the money back. That could be anywhere from \$1,000, \$2,000 to \$3,000 that we're out 60-90 days. Doing it this way, we would get the money up front and then we would just have to hold the escrow on the money that is being used. The new proposed fees on the Fee Schedule were divided into two categories; the first one is the base fee. The base fee was the estimated staff time and cost involved in each application without any professional consultant services. This is all staff time and this fee would be non-refundable. Currently, the Application fee we charge is non-refundable, say for the Board of Adjustment we charge \$400 and the Applicant does not get any of that money back, so this would be basically the same as an Application Fee. Now we go into the Escrow Fee. The Escrow Fee is the estimated time and cost involved in each application for Professional Consultant Services; they have to review plans; they have to come to the meeting; or any other things that they are involved in with the Town, as far as this application. This also includes the meeting rental fee, which may be shared if multiple applications are on that agenda. Right now we usually use the Library; we're very lucky with that. All my Planning & Zoning and Board of Adjustment or Historic Preservation Committee Meetings are held at the Library. They are currently not charging us anything; if we do have to do it at the Theatre, it's whatever the fee for the Theatre is. Currently the Town is absorbing that cost. The fee now would be tracked and if all the monies are not justified or used, we will issue a refund at the end of the project. If the application needs additional services, through multiple submittals, meetings, reviews, and the escrow monies have been depleted, then the Town will bill for any additional money that is needed at the end. The next page shows the 14 applications that we reviewed; that we did a breakdown on. At the bottom, you will see to be determined was the Administrative Plan Review Application that is in the final stages right now at the Attorney's Office; hopefully coming up soon, if the Council approves that, we can add that as part of the application. The annexation we had some major changes done recently and we're still trying to work those little flaws out. As you can see on the next sheet, we took the 14 applications that we currently have, and show the current fees that we are charging. As you can see, number one, Historic Preservation application, we do not currently charge anything for that. Number two, historic demolition and down the line, as you can see. Some of them, we are not charging anything right now. Right from the start, we are basically losing money. Then what I did, we did two examples; there were 14 applications on the Fee Schedule; we only did examples of two; I didn't want to go through every one of them, because all of them are basically done the same way. They start with the Applicant meeting with me; we'll prep and go through all the steps; I create a file; we'll go through the review of the project; I'll make phone calls and let them know when they are on the agenda; that's more customer service, keeping the Applicant informed on when things

will be happening and things like that. Meeting with the attorney for the agenda and making sure that's correct; posting agendas. There are 26 steps involved in basically a Board of Adjustment variance request; as you can see it starts in the first column; the estimated time. What we did was we took a typical Board of Adjustment variance that we had for last year and said this is the time it takes; yes there are some that will take more; but we had to give an idea of what it takes for an average one; the next column is the total fee that it costs to do that; then at the bottom of the page it shows that an average Board of Adjustment variance for total time is almost 20 hours. The total, if you use the escrow money, which includes \$100 meeting room fee, the \$400 fee for the attorney and another \$100 fee for her to review the agenda, that means the base fee would be \$580.50 of staff time; \$650 for the escrow account, which would be all the consultants and the meeting room; we are proposing that the total fee that we take at the beginning of the application is \$1,230.50; but as I said before, some of that money in the escrow could be returned back to the Applicant, say if we didn't use the meeting room fee, \$100 of that would be returned; or if there were double applications; if for some reason for Board of Adjustment if we didn't need the attorney, then that fee could be changed too. The application could have showed that the Board of Adjustment application, the proposed total fee would be the \$1,230.50; the breakdown for the escrow and the base fee. Currently, we're charging \$400. The proposed base fee that has been worked out by the time schedule is \$580.50, so basically we're losing \$180.50 on each Board of Adjustment application. Then the Town is basically fronting the \$650 if we use the meeting room and the attorneys; at that time it may take 60-90 days to get that fee back. The next application I did was an Historic Preservation. A little less time it takes, basically only 13 hours; Historic Preservation applications are not required to have Public Hearings; so in the Board of Adjustment that's a big hunk of your money right there. So the proposed total fee comes to \$635; of that \$250 would be the escrow; and \$385 would be the proposed base fee. As I said earlier, we are currently not charging anything for an Historic Preservation application; so we are basically losing \$395 every time. The next sheet will show current vs. proposed fees. What we have currently charged for each application and what the new proposed fee would come out to be using the breakdown for each of those applications. Does anybody have any questions on that yet, or if we can go through the whole thing? The last page that we have is we took all the applications that we currently have from October through the present time; it shows Historic Preservation and we had 7 applications so for this year. Using the proposed base fees we have basically lost \$2,695 just on Historic Preservation applications. It goes down the list to the 14 currently in just base fees only for the year; we could have collected \$8,725. All those correspond back to the updated fee schedule; the fee schedule does show that it might look kind of high, but that does include the escrow fees and the base fees in that; so some of that money could be going back to the Applicant if we do not use it; but it goes back to we need to keep the base fee; because that is what staff time; mailing; newspaper notifications out; things like that are actual costs. This too is broken down into the fourteen service-based applications. The old fee schedule basically had things grouped together. The conditional uses variances were all grouped together; this basically gives you an individual breakdown for each of the applications. This will be given to the applicant

at the beginning and they will know right from the start basically what type of fee they are going to get charged. Currently, they really have no clue on how much they are going to get charged at the end of the project or at the end of the review process; because we hold those Professional Service Fees until the end. So if somebody throws up a \$400 fee for a Conditional Use Application, but at the end of the approval, it might end up with another \$1,500 bill; this way they would know right from the beginning for a Conditional Use, they would write a check to use for \$1,475; knowing that they could possibly get some of that back if we don't use all of that. But at least they know up front what they are going to be getting involved in. We decided to go with a base escrow option because the Town is not required to front that money. That's the biggest thing. We're trying to make sure that we're getting our money first, so we're not out and having to fight to collect afterwards. As I stated earlier, this is not a profit, this is estimated time for my time, the Finance Director's time, whoever has to post the agenda time, that came off just actual typical applications, so we're not making any money, we're just trying to recoup the money that we have in this, back from the Applicant.

C Hudson: How much money is covered under Home Occupations?

Robin Davis: Home Occupations are covered under Special Uses. So Special Uses would come up with a fee of \$1,231. It is broken down. I did not do them all in the presentation. I do have a copy of every single breakdown that we did. I just used examples, just to give you an idea of why or how we did it. The Special Uses is basically like the Board of Adjustment. A lot of that takes more consultant fees.

Vice Mayor Betts: Could we have a copy of what the actual fee is now and then what the difference is.

Robin Davis: I'm only addressing the top fourteen; the top applications through Planning & Zoning, Board of Adjustment and Historic Preservation.

Mayor Post: I understand; it looks high when you see it on there on some of them.

Robin Davis: That's the thing; it's going to scare people because if I want to do a zoning change it's going to cost me a \$3,500. I think those people would like to pay the \$3,500 up front then me tell them that basically a zoning change, you're only going to pay a \$400 application fee; then I'm going to send you a bill 60 days later, for \$3,100.

Mayor Post: Which is what you do?

Robin Davis: Yes. That's what we do currently.

Mayor Post: Because that's when you're talking about that you're recollecting from some of the fees.

Robin Davis: Yes, yes, that's why we have a lot of in and out with our engineering and our consultants.

Mayor Post: This only includes like where the Town has the costs. The other pass through is coming back through the in and out of the engineer or the consultant.

Robin Davis: Right now we get a bill from Bob Kerr or Debbie Pfiel, we pay it right away, and then I have to send a bill out and an invoice out to the Applicant.

Mayor Post: The only thing I would do is round these off. I mean they are such weird numbers. I understand that you got them very accurate. For example, Conceptual Site Plan I would round it to \$1,400 and make that fee \$1,400.

Robin Davis: I'm just trying to make it as close as I can.

Mayor Post: But he is saying \$1,370 is what to recoup. I'm saying, that on the application, he should say \$1,400. Round it off; some will go down a little bit; but you have \$644, make it \$650. If you have \$308, make it \$300.

Robin Davis: We are trying to make this as exact as possible, because it is a justification of my time, especially.

Mayor Post: It also may become a legal issue, and I understand that, because we've dealt with that in the past; but the thing is you have your baseline of how you got there, because even \$300 or \$308 is kind of a guesstimate anyway. Instead of having these weird amounts, it might be easier to round them down or up.

C Abraham: I would say just round them up to the nearest \$10.

Mayor Post: Instead of \$3,483, just make it \$3,500, go up \$17.

Robin Davis: I would use the Board of Adjustment as an example. Right now, its \$1,231, did you want to do \$1,250?

C Duby: What about \$1,230?

Mayor Post: Do \$1,250 or \$1,230, I don't care.

Robin Davis: So you think an even \$10 would be all right?

Mayor Post: I would do it that way. Maybe instead of \$1,480, maybe take it to \$1,500.

George Dickerson: It's certainly better then we're doing now.

Robin Davis: It's when you get into the 9's and the 8's and the 4's, it kind of looks weird unless it's rounded up.

C Abraham: Have we ever had someone go through the process where we've put the money out and then they back out and we've been stuck.

George Dickerson: Sometimes it's hard to collect, I'll tell you that.

Robin Davis: We're kind of fighting one now.

Mayor Post: This way, I can understand it is being very accurate where they know when they are getting into a project; this is what it is going to be.

C Abraham: They've bought into it, I agree with that. They've pre-bought into it.

George Dickerson: Robin having spoken to one thing, but another thing, it doesn't cost anything to come in to talk to him. It's when you make these applications, Robin is there to go in and talk to him and tell him what you want to do. Isn't that correct, Robin?

Robin Davis: Yes.

George Dickerson: And we didn't factor that in. A citizen should be able to come in and walk in and talk about what they want to do; when they get to this stage of the application, that's when we start forking out the money.

Robin Davis: The money for this would be the actual submission of the application. If an individual wants to come in and say I'm thinking about buying this or doing this, that's something we should be doing as a customer service for nothing.

C Duby: I have one question. Are we currently, in one way or another, charging for the room rental and the advertising, and all that good stuff, or would that be new?

Robin Davis: We just changed; I think it was approved to change the newspaper notifications. We were actually paying for that; now we are charging the Applicant for that. The room rental, we were not charging anything for the room rental.

Mayor Post: The Library doesn't charge for room rental.

Robin Davis: Yeah, but there were times last year when I had to use the Theatre for Planning & Zoning and we were just absorbing the cost.

C Duby: Some of this is an additional fee and some of it is just taking care of up front.

Mayor Post: And you're going to say that some of it, my understanding from reading it, is that there are three applications on Planning & Zoning that would split some of those costs, like the room costs, if it was at the Theatre, the advertising, I don't know you have to advertise each item, so maybe not.

Robin Davis: If we can divide that fee up, then they will get the credit.

Mayor Post: So some of those will be absorbed if it's more than one person being heard that night. I understand it because I think it does make sense on the Applicant knowing exactly what it will cost. You've done fine tuning to come up with a pretty good cost analysis on each of those items; instead of somebody coming in thinking it is going to be only \$500; then they're ending up being charged and it's \$1,200.

Robin Davis: That's the biggest thing, the Professional Fees are the hardest thing to estimate; they are probably the majority of the costs; my cost is relatively minor compared to the fee of an attorney or a consultant or an engineer. A lot of times, I make all my Applicants that there are going to be Professional Fees; but I can not tell them how much. Hopefully, in the beginning when I talked about having a pre-construction or a pre-development or a pre-application meeting, that would also get them squared away on not having to come back 3 or 4 times to our Engineer to review something. Hopefully they will be aware of all the regulations and can have them on line or getting on track with that, prior to coming, and having to get the meeting tabled because they didn't have all their stuff.

C Martin-Brown: I think if we proceed with this, we've got to be very, very clear that because you are a salaried employee, that there should be a certain amount of services that you provide covered by your salary; unless the goal is that at the end of the day; these fees, in essence, pay your salary; and you serve at no cost to the taxpayer. Then the question is how does the taxpayer realize the savings to his or her taxes?

Robin Davis: These are basically justified by saying an application should pay for my time, working on that application for them.

C Martin-Brown: Right, but if they are already living in the Town, and paying taxes to support the Town staff, is not that a double payment?

C Hudson: I think he said that there are some customer service things that he does without fee for the Applicant.

C Martin-Brown: And that's why, Robin, I said that we have to be very clear as to what are the services being paid for, already by the taxpayer, paying Robin's salary. That's the first thing. The second thing that's of a little concern to me is that at the end of the day, the economy drives choices. If one of our goals is to encourage Historic Preservation, and the Applicant pays \$635 to go before that Historic Preservation Review Committee, are you not having a negative affect on somebody who is going to want to do Historic Preservation to upgrade their home, but because of the taxes, just let the thing go to pot? I think the unintended consequences of some of these fees countervenes visions we have for the Town in terms of some of its assets and enhancements; and I am concerned about these signals; not all of them, but some of them.

Mayor Post: I would agree with you on that. When you said that, I'm thinking that if someone comes in to the Town Hall that doesn't live in the District and wants to paint their house this and that and that, all it requires is taking out a building permit; but if somebody that wants to paint their house and I'm not sure in the Historic District; I know with roof or whatever, they have to go in front of the Historic Preservation Committee.

Robin Davis: Painting is not covered.

Mayor Post: All right, then let's go to the roof; if somebody was coming in to you to take out a building permit for putting a new roof on their home, all the fee is their permit fee. If somebody came in to put a new room on their home in the Historic District, they are forced into going to, which I believe in, the Historic Preservation Committee for the Board to review that. I can see this, because the last thing we want to do is to make it detrimental for preservation. That's because it's a new fee and that's why it concerns me. If the accurate charge for a preliminary sub-division is \$4,129, there's no deterrent to that; because that's what it would be; that they would be receiving charges for. However, I do have a problem when it comes to the historical aspect of it, because it could mean somebody just will not bother; they'll not redo the roof; and why should they be penalized because it's a requirement of the Town that they come in front of it for a review?

C Duby: Don't they have motivation in terms of improving the value of their property and all that?

C Martin-Brown: No, I can tell you right now we've done a lot of work on our house and it's been incremental and there's no way that I would pay \$635; \$100, \$200, but not \$635.

Mayor Post: I understand where you're going with it Robin and I understand what you're looking into.

C Martin-Brown: Let me finish this Mr. Mayor. If it's \$1,000 - \$5,700 to knock it down, I'll knock it down. 50% more at that point, I'll knock it down. Whereas demolishing a historic home, as far as I'm concerned, you can triple it. In other words, what kind of economic incentives do you want beyond the administrative reality to guide the Town's behavior so the outcome isn't opposite of what you want.

C Hudson: Robin, suppose I wanted to move my fence back 9' and I'm in the Historic Preservation District, is that going to cost me \$635 to take the same fence I've got, dig new post holes and just move the fence back 9'?

Robin Davis: No, because it wouldn't be putting something new in. If you were putting a new fence in; and didn't have a fence already, yes.

C Hudson: So I've got 70' of fence that I get at Lowes that I spent \$200 for a picket fence and it would cost me \$635 to get an application to put in a \$200 picket fence.

Robin Davis: It won't be the total if we don't charge for the meeting room or the \$100 for the attorney looking at the agenda to make sure it's okay. Actually the base fee for that is only \$385; that's staff time and costs, \$385. We included the \$250 extra, because there might be sometimes where we need to talk to the attorney and there might be sometimes where we need the meeting room. If we don't put that in as the escrow front, then we have to go chase down the extra \$250 later, which we are doing now.

C Martin-Brown: We have to consult attorneys on Historic Preservation applications?

Mayor Post: On the agendas.

Robin Davis: We should have the attorney looking at all the agendas.

Mayor Post: All the agendas should be reviewed by our attorney.

Robin Davis: We should have the attorney looking at all the agendas.

C Martin-Brown: Has that always been done?

Mayor Post: It's the smart thing to do.

C DUBY: It hasn't been done?

Mayor Post: It's always been done.

C DUBY: I was going to say, I think it's always been done.

C Martin-Brown: I'm not debating it, I'm just asking.

Robin Davis: That way you get to the meeting knowing that it's correct; if you get to the meeting you won't have a problem.

C DUBY: We've always done it, we haven't charged before.

C HUDSON: Is this comparable to what the towns around us are charging; is this what Georgetown is charging?

Robin Davis: I don't know; I did not look at that; I was just focused on what our costs would be at the time. I know the other towns are charging for Professional Fees, just like we are; as far as what staff fees they charge, I do not know.

C Martin-Brown: We need to know.

C ABRAHAM: I wonder if you could get that; I'm thinking maybe Milford might even have that.

Mayor Post: I don't know, we could look; but I'm telling you one thing, there's nothing wrong with a town being innovative. All the towns around here weren't doing Impact Fees like the Town of Milton was; and then all of a sudden every town has raised theirs and then some; some places have tripled theirs, because they saw doing their budgets they were losing major money; and even in this case, the key is we have to a business; and we have to make money. At the same time, it has to be within reason where it's marketable and it is not detrimental; and as you say, with Historic Preservation, I absolutely see that as a detrimental point.

C Martin-Brown: It's awful.

Mayor Post: It's not awful, it's realistic.

C Martin-Brown: I'm talking about the level.

Mayor Post: The thing that we have to decide, and we need to think about this, when we're talking about ongoing annual deficits, just like every town in America just about, we also need to think about it, because when you say it's terrible, we vote numerous times that we have a exempted non-profits with their applications and we've lost money because we've paid those fees out. So we have to think about how we're going to do business.

C Martin-Brown: What I'm saying is that we should and I know you understand it is that we should try to look at the unintended consequences of fiscal decisions so we end up with the product we want in the town we want. Now on that unhappy note, Mr. Mayor, I would like to know if Jenn's got those figures.

C DUBY: Well, could we just wrap this up before we shift gears.

Robin Davis: I just have one more thing. When the Committee or Council approved the last changes to Section 4.9 of the Historic District Ordinance last year, there was a

section in there that said they must come up with some sort of fee for the applications, and this would cover it.

Mayor Post: I have nothing wrong with an application fee. An application fee I think \$100 or something, not \$600 and some dollars.

C Abraham: Can we leave the Preservation part out of would it be considered discriminatory, because we use that as an incentive?

Mayor Post: Even in that, it says in the new ordinance now, I would have to read it; also, I think we did put a fine for illegally demolishing a house.

Robin Davis: Yes, that was all added in there at the same time.

C Martin-Brown: Which you can triple.

Mayor Post: We've just got to digest this in those areas.

C Duby: I was just going to suggest that this is the benefit of having a workshop, as we go through the process, but I think some really good points have been brought out and I think they point up the complexity of this issue. A good piece of information, not because we say right now we want to emulate it, but I think a good piece of information would be for Robin to see what some of the surrounding towns do, particularly a place like Milford, who has a Historic District and that sort of thing.

Mayor Post: And Lewes.

C Duby: Yes, and Lewes; and then to think about this issue that C Martin-Brown has brought up, which I think is a really important one, and I have very mixed feelings about it, which is we make a fiscal decision, what kind of behavior are we trying to increase, what kind of behavior are we trying to decrease by it. When you make public policy decisions, you are dealing with all of those kinds of things, but I think you have to deal with them in terms of the complexity and how they relate to each other; not any one of them in isolation; so I think some good points have been raised and I think we all need to kind of mull this over and get a little more information.

Mayor Post: I think you could call other towns and find out what they charge for minor sub-division.

C Duby: Not even just the amount; but to say, do you do it this way, do you break out staff time?

Mayor Post: I would like to see both.

C Duby: I would too; but the real issue for me, and I think the other point that C Martin-Brown raised the issue of what are we paying taxes for? Well, I'm paying taxes that cover Robin's salary, and so are many people in town, who will never go before Planning & Zoning, who will never go before these Boards; so the people who do go before those Boards and increase the amount of work of those Boards and increase the amount we are paying in rental fees, etc., etc. I have no trouble with our charging additional fees to them; but I want us to know what we're doing and to look at it in those terms and so I think it would be helpful from other towns to know do you break out staff time and charge for it in the context of the fee, or do you just have a flat fee, or all of those kinds of things.

Mayor Post: And I would like to know that flat fee, is there a Historic District Application Fee in the City of Lewes? I guarantee you there is. How much is it? That's what I would like to know. We need to be competitive.

C Duby: How much is it and what's it based on?

Mayor Post: I don't care if it's a sub-division or whatever, we don't want to do things that are detrimental to building; the economy has taken care of that on it's own; but at the same time we don't want to be detrimental to the Historic District; and we want to encourage people to buy in the Historic District and restore the old homes, not demolish them. I think it would be kind of good to get Lewes which is more of a tourist area and we fall right between Milford and Lewes and just take those two and compare them. If you want to do one upstate, do Old Newcastle. They have a very strong Historic District. Find out what people charge for a Special Use Application and all that; because overall it might not be totally out of reality. Until we see the comparison and I know that's a little extra work, but you've put a lot of work into this; for us to make a sound judgment we do need those things. I'm thrilled that you've done the work.

C DUBY: Yes, it's great.

Mayor Post: All of you have done this great work on the budget; it's detailed where we can understand it and let's go from there. I think it will be good to see some comparisons, as well.

Robin Davis: This could also get you a starting point on a lot of these other things; now if we can come to a consensus on what we need to charge we know we based this on, we just didn't come up with a figure and say this is a good number, because Georgetown is doing it. This is what we do. This could continue to be used in the future, when this cost goes up or down.

Mayor Post: We need that for justification of whatever charges we do decide upon.

Robin Davis: Okay, I'll try to look at 2 or 3 different towns and get back with the information.

Mayor Post: Thank you; you did a great job, Robin. Then you'll be covering these other areas, starting with the boat dock rental.

George Dickerson: I am. The other fees on your fee schedule, going down to grass cutting; that went from \$100 to \$200 and the reason for that, usually by the time Allen's crew gets to a place where the grass needs to be cut, we have new equipment, you have blades that need to be replaced.

C DUBY: Can we shorten that time, too?

George Dickerson: You can change the ordinance, ma'am any time you like.

C DUBY: So we are doing it in a timely manner, it's being delayed by the amount of time we have to give the property owner?

Mayor Post: We're down to one notice now.

George Dickerson: By the time we get and follow the process to get to the point where its cut, if it was 10" high when they got the first notice, its 20" high by the time the crew gets in there to do something with it. That's hard on our equipment.

C DUBY: What triggers the first notice? Does it have to be so high?

George Dickerson: So many inches high, usually its 10" high. That's the reason for that increase. That was to pay for the time that it takes to cut it, going through that tall grass, as well as the wear and tear on the new mower we paid for last year.

Mayor Post: In the prior approval of the Council, we only have to send the notice once. If they don't cut it within the next 3 weeks from that notice, it's the same thing; we can go out there and cut it.

C DUBY: Yes, but 10" and then 3 weeks, I understand what you're talking about.

Mayor Post: No, I'm talking about 10" and they cut it. We send them a notice and we cut it. Then 3 weeks or 4 weeks later, its 10" or 12" high again, we don't have to send them a second notice, we can go out there and cut it and bill them. But I think \$200 per hour is not too much, I think it's fair. The problem is we used to send out 40 or 50 notices, even if you we had to cut 40 or 50 yards, we don't have the manpower to cut 40 or 50 yards a day in the Town of Milton, it may take a week with everything else that has to be done.

C Duby: You go back to what we were just talking about in the other context, you're trying to motivate certain kinds of behavior and if you've got a high fee they may be a little more likely to get out there and mow it themselves; because they don't want to pay \$200.

C Martin-Brown: That's a good disincentive that way.

George Dickerson: The next one, the insufficient funds on the first return was \$25, we took it up to \$35; the second return was \$35, we took that to \$45; police reports had been \$25, insurance companies usually request those, those are usually accidents, that's \$25 up to \$35.

Mayor Post: Why did we take out Site Plan Review?

George Dickerson: It's in that other one up there. Rental License, per unit \$75, went from \$50. These were only put in there as a source when you look at budgets and you look at deficits, this is a way of proving those that there are some fees that come in, that are generated, as a revenue. Choose from them, what you will.

Mayor Post: Has the rental one been raised?

C Martin-Brown: I think it should go to \$100.

C Duby: When's the last time it was raised to \$50? Do we know?

Robin Davis: Three or four years ago.

Mayor Post: It's taken one increase to \$75. There's one more boat rental, I need to know what that change is. I want to know what it was and what it will be.

George Dickerson: Stephanie is going to answer that.

Stephanie Coulbourne: Currently its \$100 a month during the season and \$50 a month out of the season. The season is April 1 to September 30th. It will be \$200 a month during the season and \$100 a month out of the season.

Mayor Post: So now wait, its \$100 a month currently from April 1 to September 30th, and it will be \$200; and it was \$50 a month in the winter months and it will be \$100 a month. I think people are using it for boat storage and it's getting a little old for me. I would rather see that raised. Why are we increasing it?

C Abraham: Why is there a difference from off-season?

Mayor Post: Because it's real prime location for the people who only want it for the summer months. Haven't we turned people away, Stephanie, aren't we still turning people away?

Stephanie Coulbourne: October 1st is when I start taking applications for the next year.

Mayor Post: My feeling is why we don't charge \$200 a month if it's so popular. I don't want it to be a boat storage rental over the winter.

C Abraham: One person lives on it all year round, I think. The rest of them pull up. If you really want your boat to sit there all year, pay the full amount.

Vice Mayor Betts: Here is the list for the business license. It says see separate fee schedule.

George Dickerson: Because those fees are not going up.

C Martin-Brown: The aggregate figure for Training and Seminars for all departments is:

Jennifer Cornell: \$11,500.

C Martin-Brown: The aggregate figure for Engineering for all departments is:

Jennifer Cornell: \$57,500.

C Martin-Brown: The aggregate figure for Advertising for all departments is:

Jennifer Cornell: \$6,500.

C Duby: Does that \$57,500 include anything that we get reimbursed for?

Jennifer Cornell: Yes, approximately \$31,500 can be billed back out for a net of \$26,000.

Mayor Post: Some of those engineering fees have been covered in grants in the past, too. Like the park grant. There's not much that you're going to be able to do. But the engineering fees are just what they are, engineering fees.

C Martin-Brown: They revolve.

Mayor Post: A lot of them revolve; and not only that; every time we have a street repaired or a water main break, you're going to have these fees, whether you like it or not.

C Martin-Brown: I know the Town Manager's anxious to close with this very helpful presentation, but I was already looking at the bean counting to remove that \$118,000 deficit and we have to do that.

Mayor Post: We've done it in the past, as it comes out of General Funds.

C Martin-Brown: We took it out of Reserves last year. But let me make a comment on that. Last year we took it out of Reserves, if I remember C Duby was very concerned that whether it was in Reserve or active accounts, it was still taking it out of that account. My own justification in that debate last year, was that these were for one time capital expenditures, in other words like a snow blower or whatever; as opposed to reoccurring expenses that are not capital investments; so I was trying to get a sense of where we were.

Mayor Post: Let him do his presentation and then we can do that conversation, if we have to.

Jennifer Cornell: Can I just add something about training? With the Training total, that \$11,500, \$9,000 of that is for the Police Department. A majority of their budget is required. They have to do their shoots; they have to get the ammunition; so that's not something that we can really work with.

Mayor Post: We have a new Code Enforcer that started today and he's going to have to have training. You do your closing and then we might have something.

C Martin-Brown: That feedback is very helpful.

George Dickerson: I just want to give an overview and it's also my job to point out how do you balance this budget? Last year, you had \$85,000 that was not in this year's budget, which was for reassessment. That money came from Cash Reserves. Council approved Cash Reserves to balance our current Fiscal Year.

Jennifer Cornell: There was \$55,000 for the water department for radio read meters; \$67,000 in the general fund; \$85,000 for the reassessment; and then \$15,000 for the purchase of the lawnmower, that comes to \$222,000.

George Dickerson: So this year, even though it is still a deficit, it is a lower number overall. The \$118,000 could be reduced because we averaged in Robin's presentation and the fee schedule that you see, as presented, would reduce that figure about \$28,000, which would reduce the deficit to \$90,119. You could certainly use Cash Reserves to balance this budget, that's the quick easy way to do it; you just say Cash Reserves as you've done in the past. Option Two, one that we've built in, is to talk about property tax increase. A 7 cent increase would generate to the Town \$262,000 worth of revenue; if you preferred a 5 cent increase (and no one remembers the last time there was a tax increase in this town) would bring in \$187,000. You would then say that's more than your deficit, but part of those figures, the dynamic of that, is building back cash reserves. Those are dollar figures that you have for those times. The schedule of whatever those fees would be, obviously bring that down. The smaller amounts, i.e. the boat dock rentals, grass dock rentals, NSF check, police reports, those are minimal; those are not going to drive the deficit down. Robin's presentation was more meat. Those are ways that you can chip away at the deficit. There are a lot of Towns that would love to have our problems regarding budget issues. Some of them have called me. If you go back to the introduction page and see where we are financially, several towns would like that. They have been budgeting \$750,000 to \$1,000,000 in transfer fees; we were fortunate that we always depreciated those numbers, because of waiting for and not being dependent on them. Even the Municipal Street Aid that account, we managed that money well and that \$60,000 that has accumulated that carried through the cycle and we hope that we get funded next year. I would like to thank my staff; I would like to thank my department heads; we worked very hard to make this presentation. My next thing is, I have a question to ask. I just need you to define to me, if I should make this presentation as you have received it tonight or do you want to plug in the numbers, for next Monday night, because we are compelled and I am compelled by Charter, to do make that presentation. Last year there was more discussion and we actually worked with numbers and we actually plugged some of those in and Jenn reworked that before the Council meeting which was the following night. My question to you is, what do you want me to do?

Vice Mayor Betts: Mr. Dickerson, did I ask you if you took into consideration the change in the assessments?

George Dickerson: The change in the assessments was considered in the \$685,000, which was an increase over last year's tax base, as best we can determine right now, looking at those numbers. If you look at Admin Revenue, it went from \$610,000 to \$685,000 projected.

Vice Mayor Betts: So you added that in?

George Dickerson: Yes, we did.

C Duby: My understanding is we talked about the reassessment was that they readjust the rate so that it's about the same, so where does the extra \$75,000 come from?

George Dickerson: We had, for example, we had a business location that had been assessed at a value of \$25,000 and it went up to being valued at \$1,000,000. They were only paying \$200 in taxes.

C DUBY: So there were some changes that were big enough that it will actually make a big difference.

George Dickerson: We found some that were just wrong and there were some that were not being assessed at all.

Mayor Post: There were several that had improvements put on them and those improvements were done in the last 5 or 6 years and they were never reassessed. I know that reassessment is controversial, but it cleans up our assessment for the town.

C DUBY: Well that's a big reason for doing it. I just wanted to make sure that everybody isn't going to be paying higher taxes so we're going to have a lot more money. It's not a tax increase; there were just some big outliers.

C HUDSON: Mr. Dickerson, I would just like to answer your question, this is just from me. You asked should we present this as it is or put any different numbers in it. The reason I would say present it as it is, I would give you two reasons; first of all I just got this myself this evening and did not have a chance to look at it prior to this, but the second and most important reason is because we all decided at the beginning of this is not to make any decisions, so we have no decisions to make that are going to change any of this. Because we sat right here at the beginning and said we're just reviewing this and not making any decisions. The answer to your question was something that you said we would decide at the beginning; that's why I think this should be presented as it is and if we make any changes; we do them next week in front of everyone.

George Dickerson: I'm just saying, it's not the way you did it last year.

C HUDSON: Then we should have said at the beginning of this meeting, let's make some decisions to make changes as we go.

Mayor Post: I think we need to present it at the Council Meeting and then after the public hearing which is on the 13th, we can have our workshop and then do it.

C ABRAHAM: I agree.

George Dickerson: Stephanie, you'll have to present, I'm on vacation and I'm not going to be there.

Mayor Post: Well, there's no presentation, it will be just however we want.

C ABRAHAM: I think that will be fair because in the interim you also are going to hear from the citizens opinions. Maybe that will make us look at things a little different.

C DUBY: I would like one more piece of information at the presentation on Monday night. Please take all of the yellow lines and add them in and tell them what the deficit would be then.

George Dickerson: We could do 1-1/2 and 2.

C DUBY: Just so we have that, knowing full well that, of course, we're not going to be in one fell swoop saying let's just add in all the yellow.

Mayor Post: The bottom line is we're going to be in a deficit.

C DUBY: I just want to know what we're talking about in terms of deficit. Obviously, the minimum deficit we're dealing with right now is the \$118,000; and then we now have some choices as for how to reduce it.

Mayor Post: Keep in mind that we don't have the luxury of printing a trillion dollars, either.

C Martin-Brown: I would like to make a suggestion during the Monday Council meeting though, that the process is explained to the public, that this is where we are at this juncture; we've had a first review; this is what they're going to hear; we've not made any decisions; because there is going to be a public hearing on the 13th; and maybe in that interim time Robin would have some of these comparatives, so that when we meet after the public hearing, Robin, we can be informed by Milford and Lewes and some of the other comparatives so we're all in this together. The second thing is when will we all have the finished property assessment?

George Dickerson: Stephanie, the finished property assessments; the letters are being mailed out.

Stephanie Coulbourne: They are mailing letters to all the property owners; for anyone that they did not get information about the inside of the house, they need to set up meetings with them. If they decide not to answer that, they will try to get permission from them. They are mailing out the letters to tell everybody what their taxes are going to be; if anybody wants to dispute that dollar figure and set hearings up in the month of August.

C Martin-Brown: All I'm saying is that the timing of discussing that five cents property tax increase will also color the discussion that we have about increasing the property taxes by five cents.

Mayor Post: It is always an option C Martin-Brown.

C DUBY: We won't have that information by the time we have to approve the budget.

C Martin-Brown: We won't.

C DUBY: I can't imagine any scenario by which we would have all the hearings done and all the appeals, and so on.

C Martin-Brown: That people would have received their letters, that's all I'm saying.

George Dickerson: The letters went out.

C DUBY: Not the letters with the assessment, the letters with the information.

Mayor Post: Also keep in mind, a budget is a living document.

C Martin-Brown: I'm just thinking about the public hearing, you may hear more about that, because these letters are going out. That's all.

Mayor Post: Also keep in mind, that it's these departments that have to manage these budgets and they know their operating capital; they know the money they need to make it work and they have put many hours in; it's very easy on the outside sitting here and saying well we don't need this, why do you need \$10,000, let's just put in \$3,000; dealing with this in the State of Delaware right now is very easy.

C DUBY: This is one of the reasons I want to see the actual, because I felt very strongly last year when we finished the budget, we made all these cuts in police and staff overtime, for example. What good does it do us to sit here and say, I'm sorry, you can't spend \$10,000 on overtime, you've only got to spend \$3,000; and then as the year goes by we say to the very same people, well you've got to get this work done. Well, if you they can't do it without the overtime, then why did we waste our time cutting overtime? If we see the actual, we can see that in some cases, what we budgeted was not sufficient and we damn well better not do that again this year, because it screws up all the numbers and makes us look like idiots. I would like to

see that and I think we need to approach this in a realistic way, as approached to an idealistic way, because there are things we like, but things cost money.

Mayor Post: So then the plan is that we propose it; it's obviously just a Draft Budget; then it will move to a public hearing; I don't even think it can be voted on in a Workshop. So then we would have to have a special budget meeting the following week after the public hearing, then we would vote on it there.

Stephanie Coulbourne: Mary, the outline that you have for the public hearings and the dates are all done by Charter.

Mayor Post: But it doesn't say anything about that final vote when that has to happen.

Stephanie Coulbourne: It says it has to happen at the next regular meeting after it is presented for the public hearing.

Mayor Post: The following week after the public hearing, or whatever the 7-10 days, we need to have another workshop and then we vote on it in the September meeting and I think that is what's going to help. The only reason that it doesn't benefit for anybody to get this, prior to this meeting tonight, is because it needs to be explained in full detail prior to it, because you're going to have a month to work on it, otherwise you're not going to know why this figure is here or what this figure is about. It needs to be gone over, like we did tonight; like we did last year; line item after line item, explain it, digest it, go back and then we figure out what it is. That's the plan and then we will move into another workshop the following week after the public hearing, which will be another budget workshop and that's where we will have to take all those... I'm away from the 17th through the third week of August. Then we'll bring it to the week before the Council Meeting, because then we'll even have more time. So somewhere from the public meeting to the Council meeting, we need another workshop and I am gone for 5 days.

C Duby: Is our Council Meeting, when it falls on Labor Day, do we meet the next day or the next Monday?

George Dickerson: We changed that in the Charter to the next week.

Mayor Post: So we'll be in really good shape to get a workshop set up.

C Duby: That will be the 14th of September. So we have to do it that day, okay.

Mayor Post: So that will work. We've got a plan. Finally, you'll get to go on vacation.

George Dickerson: I've done my part.

Jennifer Cornell: I have a question. I've heard different things. Do you want me to add the column with the year-to-date actual figures or leave this document and work off of your normal reports that you will get Monday; it will be through the 20th of July?

George Dickerson: You'll have the actuals in the report you get.

C Martin-Brown: Yes, but it's much easier if it's actuals.

C Duby: My preference would be to have an extra column or to do away with the 2008 actual and put in the 2009 actuals, whatever you're able to do with the program.

Mayor Post: Is that a problem?

Jennifer Cornell: I'll take 2008 out and put in 2009 actuals.

C Martin-Brown: Now why do we take 2008 out?

Mayor Post: It's going to get too confusing with all those numbers; 2008, really, what does it mean? That's what I don't understand. If anything, can you print 2008 on a separate page or something?

C Abraham: Well, 2008, is because it was a complete year prior.

C Martin-Brown: Yes, and we're half way into 2009.

Mayor Post: We're more than half way. We're almost done.

C Martin-Brown: Then we're starting on 2010, so the flow between the budget years and the actual years...

Mayor Post: I think it gets very confusing and believe me, I used to look at those budgets and it was horrible, because you couldn't figure out where you were. The bottom line is, is all that matters is comparing it to last year and quite frankly, what really bothers me with the whole things is, a budget comparison because it's irrelevant; 60% of the budget you're going to see is totally irrelevant – because if you spent money on guns in one year, you might not have bought the guns in the following year. Salaries are always going to be fairly uniform.

C Martin-Brown: Oh, absolutely.

C DUBY: That doesn't make it irrelevant, that makes it a little more confusing. It's not irrelevant.

Mayor Post: It's fairly irrelevant because you're not comparing it to anything.

C Martin-Brown: Can we have a compromise?

Mayor Post: We have a compromise that we had agreed on.

C Martin-Brown: Well not in my world. If you could print out FY 2008 actual and just put it as a separate page.

George Dickerson: You should have that in your last year's budget book when it's completed after the audit - but we'll give you another copy. We could do it, we could print out, what you really need, if you doing actual, if you're doing actual, you're doing it after the audit and you're adding in the corrections that needed to be made through the auditor, but you were given those as a final document for your last year's book.

C Martin-Brown: Can we go back to the issue of being realistic and having some sense of comparison so we don't end up putting staff and cost overruns; that we don't have an arbitrary budget negotiation where we see that the actuals are coming very close to busting the budget.

George Dickerson: We are at 82%; we're right where we need to be in this fiscal year. Last year with the closeout of the final report and several towns would like to have that result, because we were under budget.

C DUBY: I don't think there's any debate the good or the bad or whatever, it's just that we want the information. It sounds to me like the three columns that everyone wants are 2009 actual, the 2009 budget and the 2010 proposed. Other people feel strongly that they also want the 2008; so if you could do four columns, great; and if you can't, please give us the 2008 actual on another page.

Mayor Post: The other way it will be five columns, that's what I'm saying it will start to look like the telephone book.

C DUBY: No, it's four columns maximum.

Mayor Post: No, because we don't actual. Oh, well, you're right.

C Duby: 2008 actual, 2009 actual, 2009 budget and 2010 proposed budget is four. And if you can't do that, please put the 2008 actual on a separate page.

C Martin-Brown: That's what we're asking for.

Mayor Post: If you can do it then I'll bring a magnifying glass like I do for the phone book, that's fine. Just do that 2008 actual (what we ended up), then you're going to do a 2009 actual to date (and I hate than one, but I understand why it's helpful), then the proposed 2009 budget (and the word is "proposed", that's why things change, it's a living document. It's real, but when you vote on it in the end, it can still change. With the audit you align the 2009 one to actual. Unless you're saying that you're going to have everything on each line item coming in to the penny on 2009, you're pretty darn good; I've never seen any budgets done that way. I'm just saying the actual is still going to change. The 2008 would be the one that was voted on in the end afterwards, I would think. At the end, there are two votes, there's a mid-vote and then there's the end of closing it out, there's a six-month one and there's the one where we vote in at the audit, that makes the finalized budget for the end of how it's all accounted out for, and that's what I'm saying. We will not have that for this one because we still have several months to go. I'm talking about 2009. All right do the four columns.), and the 2010 proposed budget.

C Martin-Brown: It goes back to C Duby's point about knowing whether we are being realistic in the 2010 budget review. The Town Manager's given us our very best shot, but when we go to cut beans, we may not want to deal with it the way we would without those actuals.

4. Adjournment

Mayor Post: I adjourn the workshop at 9:19 p.m.

