

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Cool & Connected Communities – Open House:** Wednesday, December 14, 5:30 PM to 7:00 PM, Town Hall
- ✓ **Town Council Meeting:** Wednesday, December 14, 7:00 PM, Public Hearing; 7:15 PM, Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, December 21, 6:00 PM, Public Hearing

UPDATES FROM DEPARTMENTS ...

Finance

- As of December 9, the Town has collected \$894,908 (93%) of the October 2016 Utility Billing (\$960,143)
- As of December 9, the Town has collected \$1,510,089 (98%) of the May 2016 Property Tax Billing (\$1,533,832)
- Monthly Key Revenue Items Report (November 2016) – Copy Attached
- Real Estate Transfer Tax Summary (November 2016)

	November 2016		November 2015	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$6,990	\$131,600	\$14,708	\$157,498

Wastewater

- Lagoon depths: Large Lagoon is 10.75 feet and Small Lagoon is 5.00 feet
- Installed new three phase monitor at Del-Tech pump station
- Started unplugging nozzles on Field 2 at Baxter Farms
- Removed two loads of damaged pipes from Pettyjohn Woods

Public Works

- Completed meter readings for January 2017 Billing – rereads pending
- Snow equipment inspected and ready for service
- Lift prepared and ready for New Year's Eve

TOWN MANAGER'S WEEKLY REPORT



Police

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Code Enforcement Report – October 2016 issued and posted to website (copy attached)
- Code Enforcement Report – November 2016 issued and posted to website (copy attached)

Planning

- Re-submittal of Sun Health lot consolidation received on December 7, approved December 9 pending DelDOT Letter of No Objection (LONO)
- Mailed out approximately 212 invitations for the Downtown Development District Kickoff on January 10, 2017
- Finalized preparations for Cool & Connected Broadband tour and workshop on December 13 & 14; 43 participants registered
- Building Permit Summary (November 2016)

Building Activity	November 2016	October 2016	November 2015
Permits Issued	21	16	25
Value of Improvements	\$345,189	\$539,633	\$856,106
Permit Revenue	\$1,995	\$3,035	\$5,340

TOWN MANAGER'S UPDATE ...

- Represented the Town at a meeting with DelDOT, Sussex Entertainment (Onix Group), Delaware Tech, Senator Pettyjohn and Representative Briggs-King to discuss and agree on improvements along Seashore Highway (Route 18/404) and entrances to Delaware Tech and Villages of College Park (Gene Dvornick, Bill West)
- Granted permission to Delmarva Christian High School Physics Class for experimental Bow & Arrow firing
- Attended Water Infrastructure Advisory Council Meeting. The following items were approved for the Town:
 - ✓ Supplemental Funding for King Street Water Plant project: \$500,000 (0%, 100% forgiveness)
 - ✓ Asset Management Grant – Water Department: \$100,000
 - ✓ Asset Management Grant – Wastewater Department: \$100,000

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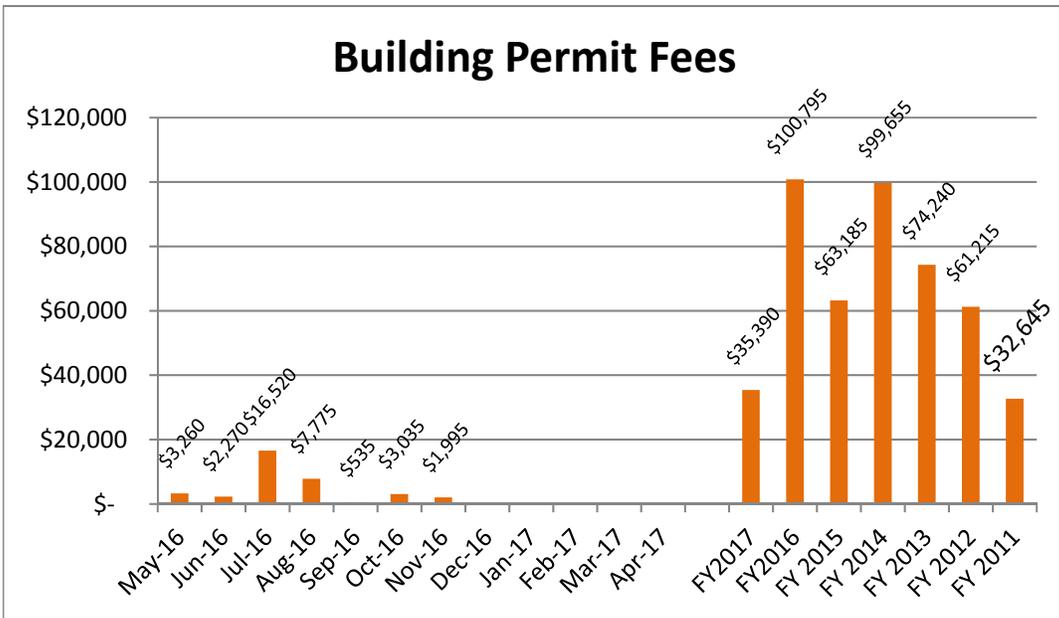
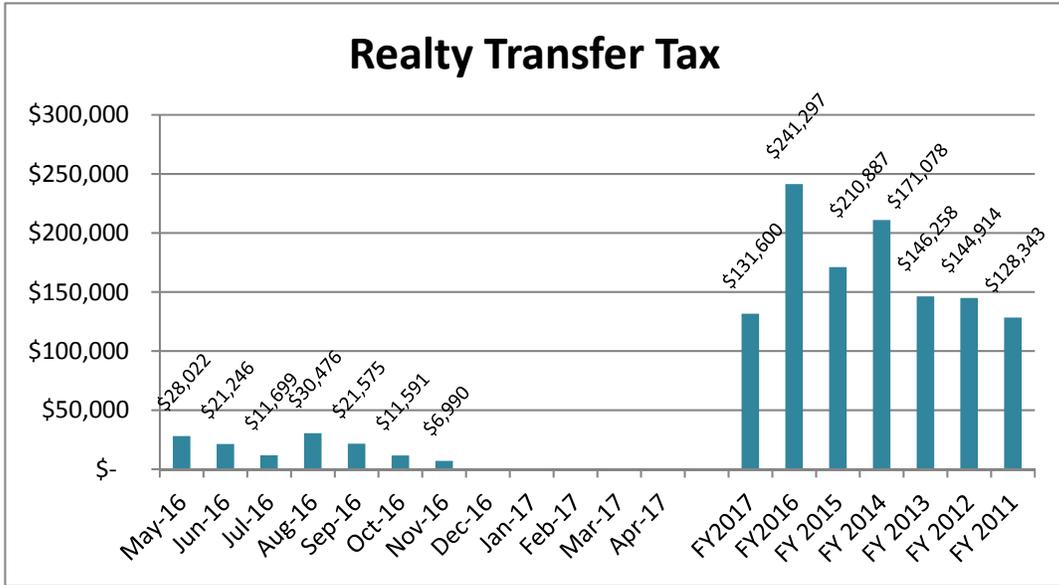


- Contacted local realtor to follow up on prospective interested parties and potential projects in Town
- Represented the Town at the Sussex County Latino Community Meeting (Gene Dvornick, Chief Hughes)
- Began planning for a Supportive Housing meeting with representatives of the Delaware State Housing Authority and Department of Health and Social Services
- Answered questions from another municipality regarding solid waste services
- Finalized and submitted for FOP ratification, new three (3) year collective bargaining agreement – Council action on December 14
- Presenter for “Local Government Leadership 102” on Municipal Budgeting

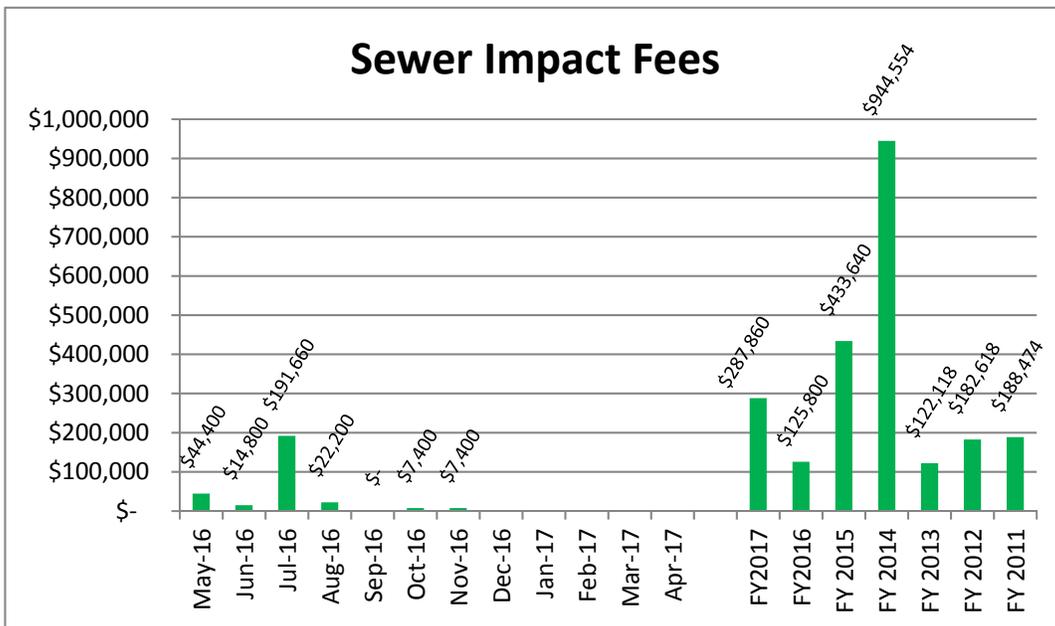
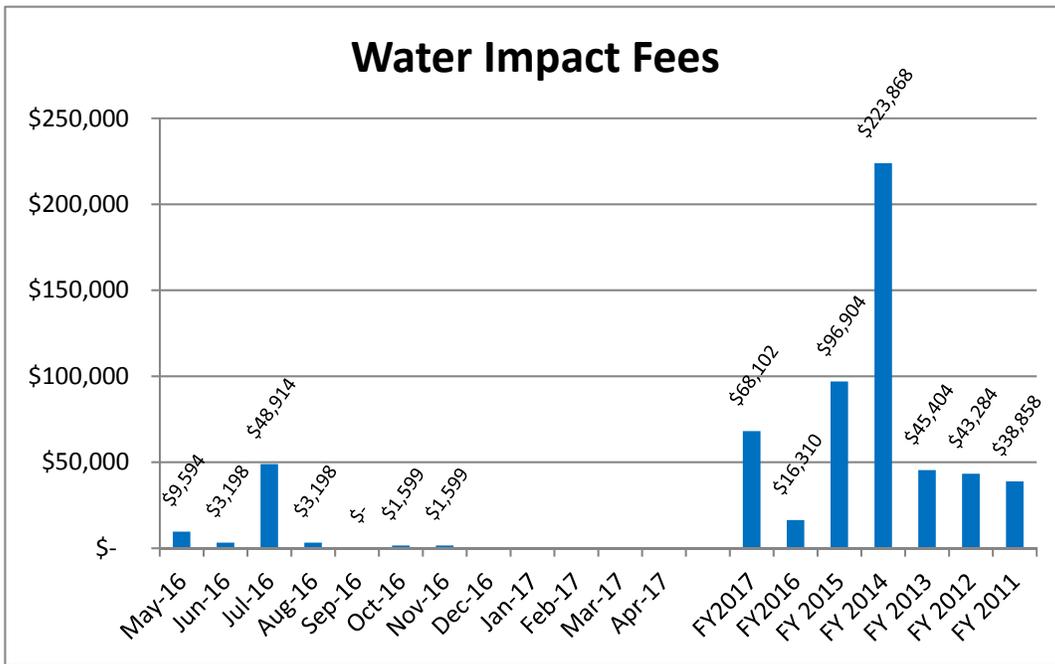


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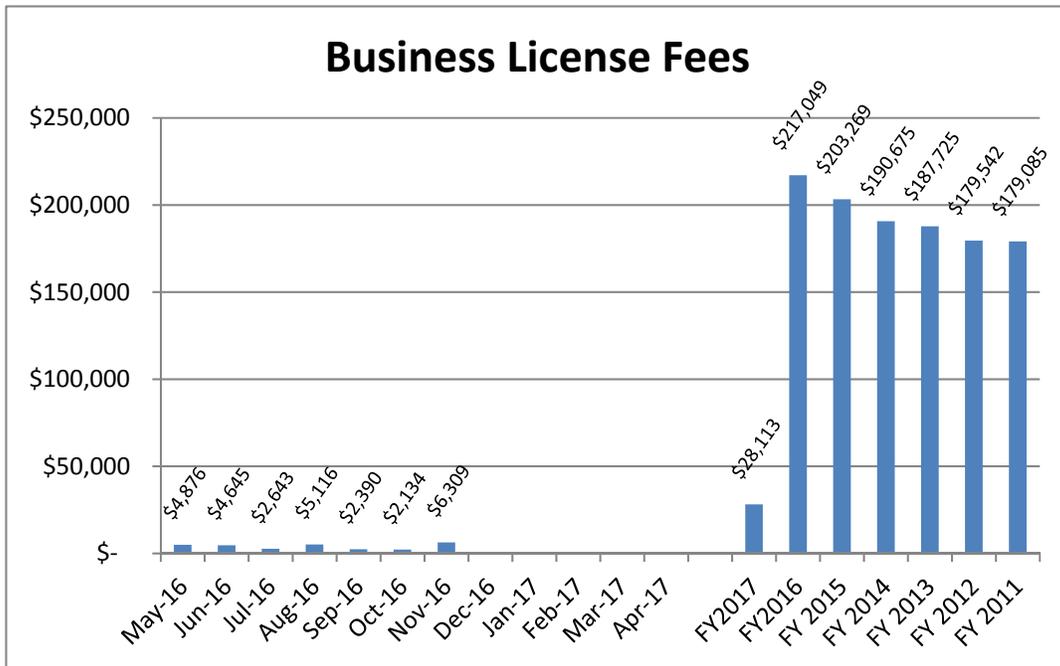
Key Revenue Items



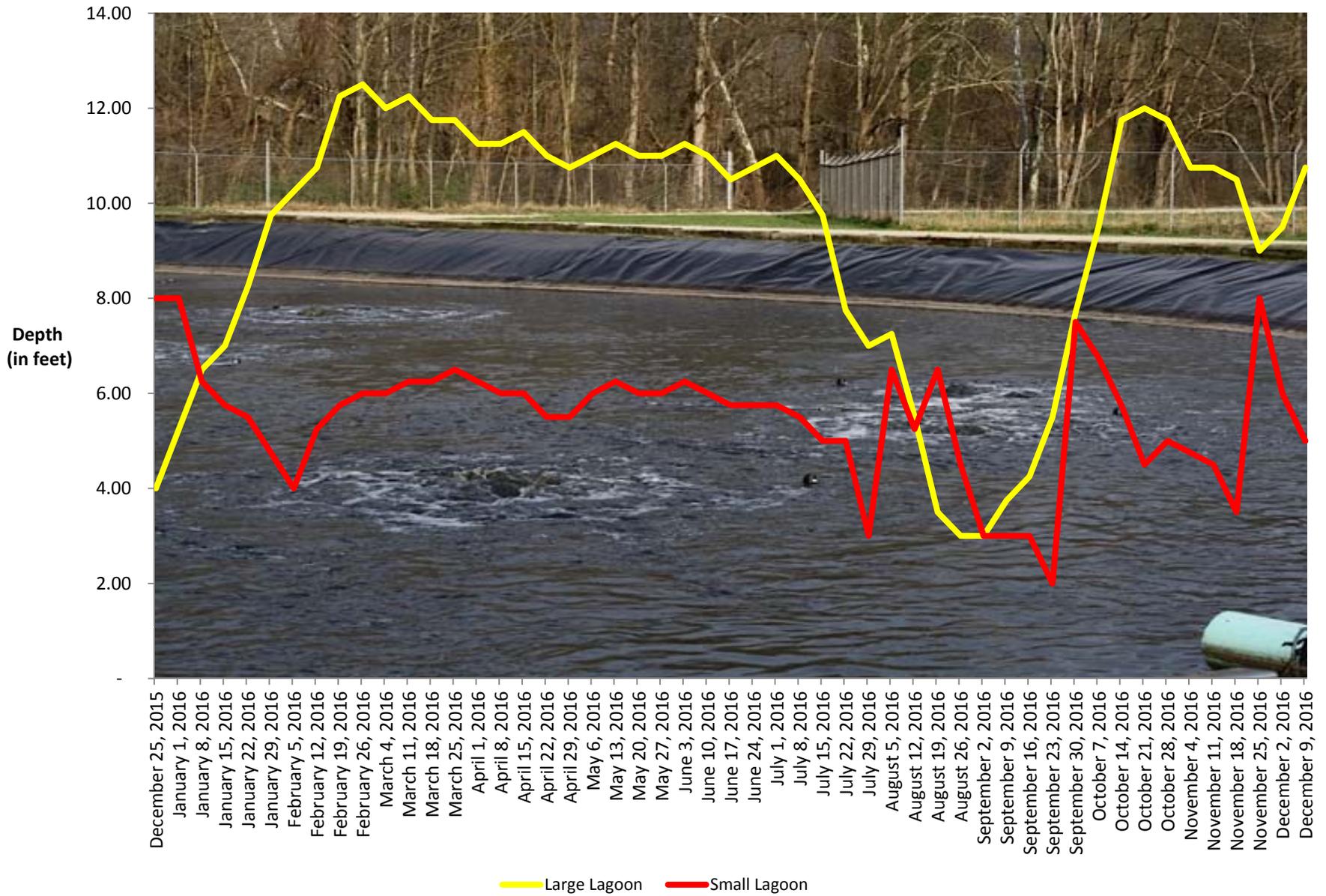
Key Revenue Items



Key Revenue Items

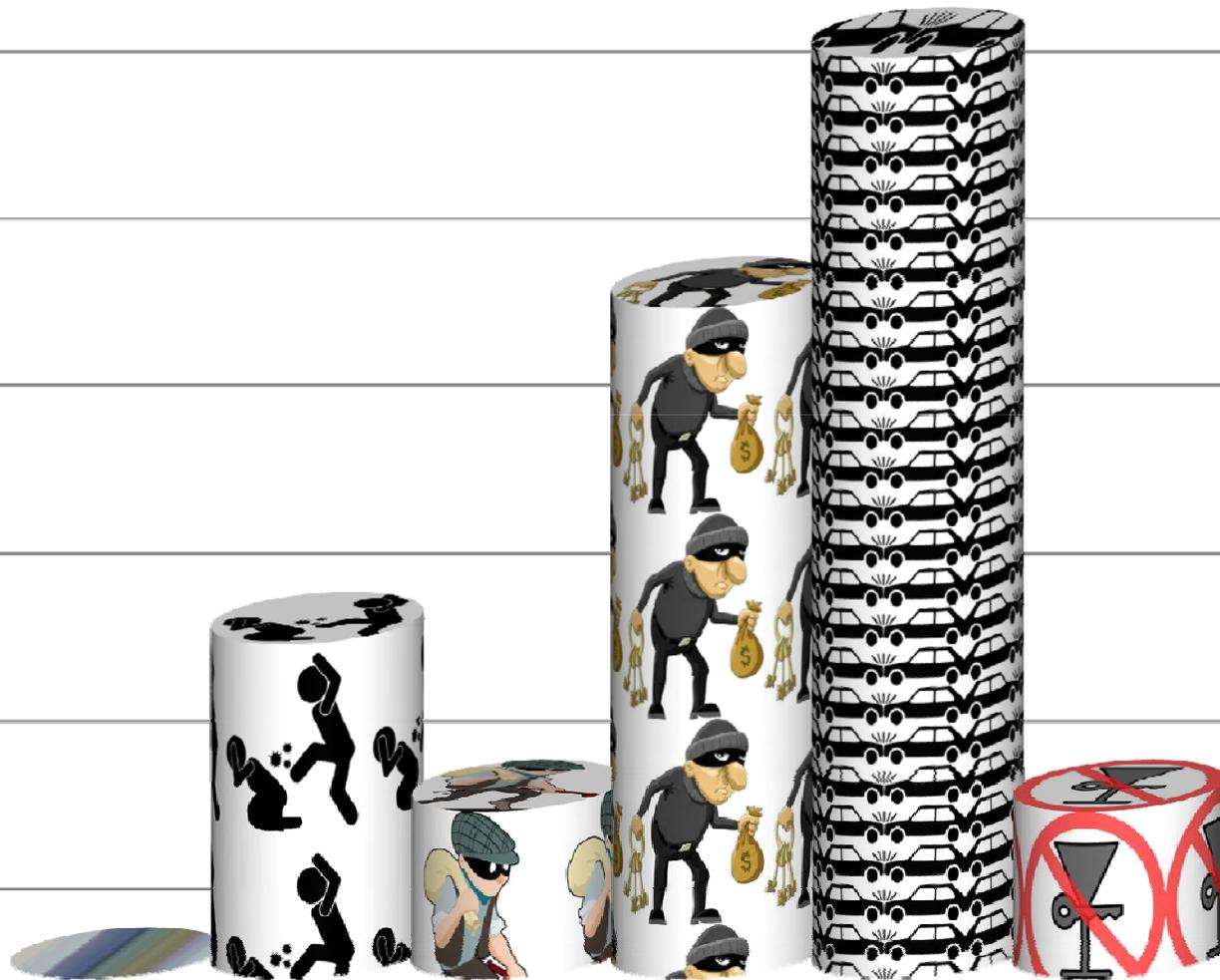


WWTF Lagoon Depths



November 30, 2016

12
10
8
6
4
2
0

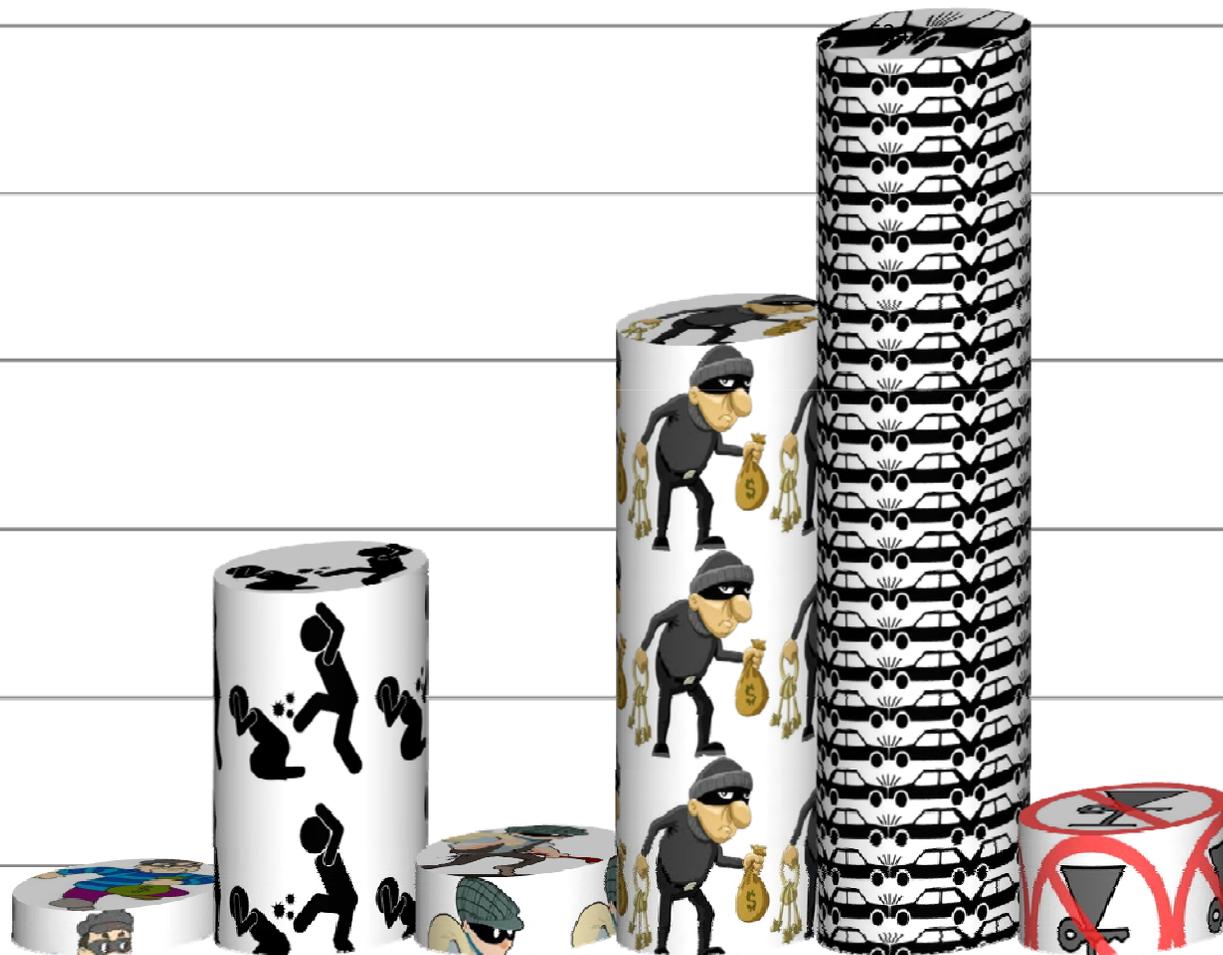


Weekly

Robbery Assault Buglary Thefts Collision DUI

November 30, 2016

600
500
400
300
200
100
0



Year to Date

Robbery Assault Buglary Thefts Collision DUI

**Code Enforcement Activity Report****Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	All	10/01/2016	10/31/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			78	78
Closed Cases	1		53	54
Open Cases at start of period	7	4	73	84
Open Cases at end of period	6	4	98	108

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Accessory Structures			1	1
Addressing of buildings			3	3
Animals not allowed to be kept			1	1
Condemnation			2	2
Condition of premises.			1	1
Correction of defective electrical system.			1	1
Deposit and accumulation of grass clippings			2	2
Depositing garbage prohibited			24	24
Detrimental Objects			21	21
Exit facilities, maintenance of stairs, porches and railings			1	1
Exterior Structures			2	2
Exterior Surfaces			24	24
Fire Alarms			1	1
Fire safety			2	2
Grading and drainage			1	1
Growth of bushes			3	3
Growth of weeds			5	5
Height of Grass			8	8
Holiday Lighting			1	1
Insect & Rat Control			1	1
Interior Surfaces			1	1

Lead-based paint	2	2
Maintenance of trees and other vegetation.	6	6
Noise - Keeping of noisy dogs and cats	1	1
Outdoor Burning, Permit Required	1	1
Parking - Certain other parking prohibited	2	2
Rental licenses (applicant shall certify, in writing)	1	1
Rental/Business License	1	1
Roofs	2	2
Scrap Tire Management - General	4	4
Signs General Regulations	2	2
Stairs & Porches	12	12
Vehicles wrecked, dismantled, inoperable or unregistered on private property	10	10
Windows, Doors & Frames	2	2
Yard Waste	9	9
Totals	161	161



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	1	10/01/2016	10/31/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases		13	13
Closed Cases		12	12
Open Cases at start of period	1	21	22
Open Cases at end of period	1	22	23

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
Accessory Structures		1	1
Condemnation		1	1
Depositing garbage prohibited		2	2
Detrimental Objects		5	5
Exterior Surfaces		3	3
Growth of bushes		1	1
Growth of weeds		3	3
Maintenance of trees and other vegetation.		1	1
Noise - Keeping of noisy dogs and cats		1	1
Outdoor Burning, Permit Required		1	1
Parking - Certain other parking prohibited		1	1
Roofs		1	1
Yard Waste		4	4
Totals		25	25

**Code Enforcement Activity Report****Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	2	10/01/2016	10/31/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			25	25
Closed Cases	1		25	26
Open Cases at start of period	4	3	32	39
Open Cases at end of period	3	3	32	38

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Addressing of buildings			2	2
Animals not allowed to be kept			1	1
Condemnation			1	1
Correction of defective electrical system.			1	1
Deposit and accumulation of grass clippings			2	2
Depositing garbage prohibited			1	1
Detrimental Objects			5	5
Exit facilities, maintenance of stairs, porches and railings			1	1
Exterior Structures			1	1
Exterior Surfaces			6	6
Fire Alarms			1	1
Grading and drainage			1	1
Growth of weeds			1	1
Height of Grass			5	5
Holiday Lighting			1	1
Insect & Rat Control			1	1
Interior Surfaces			1	1
Lead-based paint			1	1
Maintenance of trees and other vegetation.			3	3
Rental/Business License			1	1
Roofs			1	1

Scrap Tire Management - General	2	2
Signs General Regulations	1	1
Stairs & Porches	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	8	8
Yard Waste	2	2
Totals	52	52



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	3	10/01/2016	10/31/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			31	31
Closed Cases			13	13
Open Cases at start of period	2	1	17	20
Open Cases at end of period	2	1	35	38

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Condition of premises.			1	1
Depositing garbage prohibited			21	21
Detrimental Objects			9	9
Exterior Structures			1	1
Exterior Surfaces			14	14
Fire safety			2	2
Growth of bushes			1	1
Height of Grass			1	1
Maintenance of trees and other vegetation.			1	1
Parking - Certain other parking prohibited			1	1
Rental licenses (applicant shall certify, in writing)			1	1
Scrap Tire Management - General			1	1
Stairs & Porches			11	11
Vehicles wrecked, dismantled, inoperable or unregistered on private property			1	1
Windows, Doors & Frames			2	2
Yard Waste			2	2
Totals			70	70



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	4	10/01/2016	10/31/2016

Case Activity:

	<i>Picarello, Michael</i>	<i>Total</i>
New Cases	9	9
Closed Cases	3	3
Open Cases at start of period	3	3
Open Cases at end of period	9	9

Violation Activity

<i>New Violations Cited</i>	<i>Picarello, Michael</i>	<i>Total</i>
Addressing of buildings	1	1
Detrimental Objects	2	2
Exterior Surfaces	1	1
Growth of bushes	1	1
Growth of weeds	1	1
Height of Grass	2	2
Lead-based paint	1	1
Maintenance of trees and other vegetation.	1	1
Scrap Tire Management - General	1	1
Signs General Regulations	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	1	1
Yard Waste	1	1
Totals	14	14



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	All	11/01/2016	11/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			20	20
Closed Cases			56	56
Open Cases at start of period	6	4	98	108
Open Cases at end of period	6	4	62	72

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Addressing of buildings			1	1
Animals not allowed to be kept			3	3
Annual License required; applicability			1	1
Detrimental Objects			9	9
Exterior Surfaces			2	2
Growth of weeds			1	1
Insect & Rat Control			1	1
Interior Surfaces			1	1
Maintenance of trees and other vegetation.			2	2
Parking - Certain other parking prohibited			1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property			7	7
Yard Waste			1	1
Totals			30	30



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	1	11/01/2016	11/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases		8	8
Closed Cases		14	14
Open Cases at start of period	1	22	23
Open Cases at end of period	1	16	17

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
Animals not allowed to be kept		1	1
Detrimental Objects		4	4
Exterior Surfaces		1	1
Maintenance of trees and other vegetation.		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		5	5
Yard Waste		1	1
Totals		13	13

**Code Enforcement Activity Report****Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	2	11/01/2016	11/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			10	10
Closed Cases			21	21
Open Cases at start of period	3	3	32	38
Open Cases at end of period	3	3	21	27

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Addressing of buildings			1	1
Animals not allowed to be kept			2	2
Detrimental Objects			4	4
Exterior Surfaces			1	1
Growth of weeds			1	1
Insect & Rat Control			1	1
Interior Surfaces			1	1
Parking - Certain other parking prohibited			1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property			2	2
Totals			14	14



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	3	11/01/2016	11/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases			2	2
Closed Cases			12	12
Open Cases at start of period	2	1	35	38
Open Cases at end of period	2	1	25	28

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Picarello, Michael</i>	<i>Total</i>
Annual License required; applicability			1	1
Detrimental Objects			1	1
Maintenance of trees and other vegetation.			1	1
Totals			3	3



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	4	11/01/2016	11/30/2016

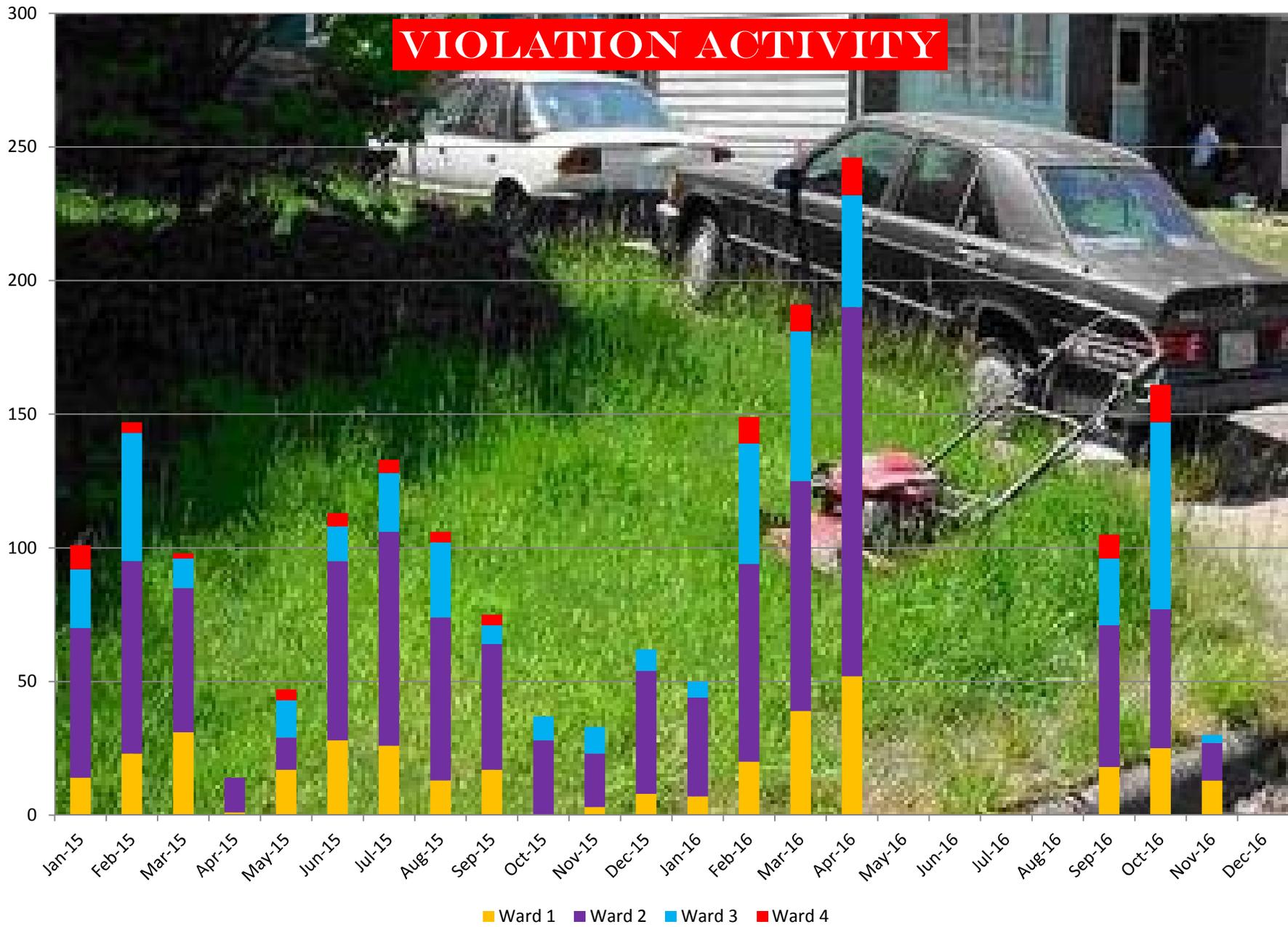
Case Activity:

	<i>Picarello, Michael</i>	<i>Total</i>
New Cases		0
Closed Cases	9	9
Open Cases at start of period	9	9
Open Cases at end of period		0

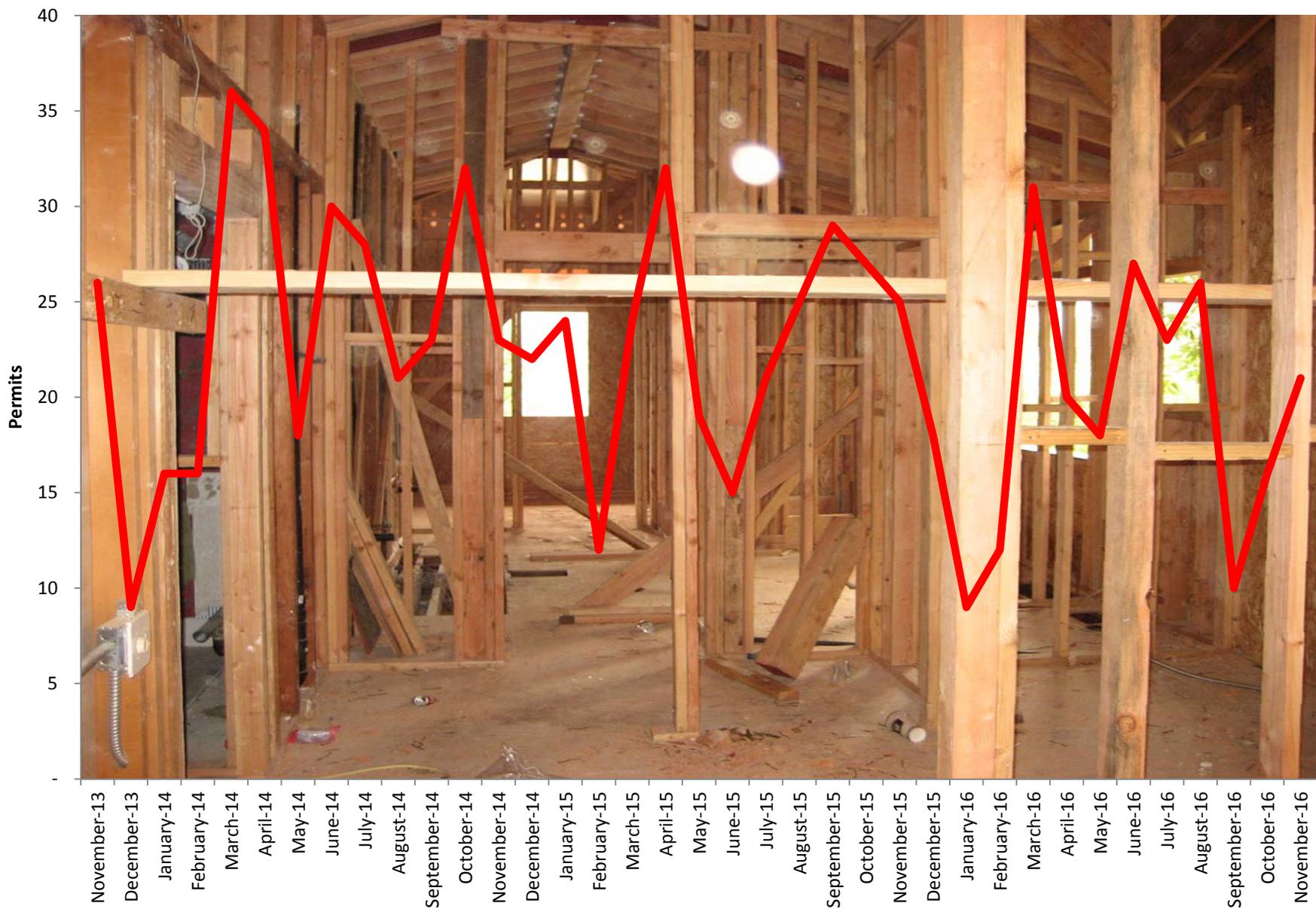
Violation Activity

<i>New Violations Cited</i>	<i>Picarello, Michael</i>	<i>Total</i>
Totals		0

VIOLATION ACTIVITY



Building Permit Activity





Municipal Budgeting

Gene Dvornick
Town Manager



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Disclaimer

- Information presented is a combination of academic and practical information
- Many alternatives exist – fundamentals are the same
- Specifics on how the Town of Georgetown develops its fiscal year budget
- Encourage you to go back and find out how your municipality handles budgeting

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Topics

- What is a Budget
- Components of a Budget
- Budget Cycle – 5 Steps
- A Word about Debt
- Legislative Impacts

What is a Budget?

- Officially
 - Ensure the government has **enough money** for financing the programs and activities to achieve desired goals.
 - Ensure public **funds are managed** in a proper manner by following the law, rules and procedures.
 - Avoid any misuse of funds and **achieve efficiency** in spending of the public's money.
- Simply
 - Identifies where we are starting from
 - Measures progress towards an end
 - Tells us where we are



Budget Classifications

- Period of the budget
 - annual or biennial budgets versus project-length budgets
- Character of the budget
 - operating budgets versus capital budgets
- Degree of legal authority
 - appropriated budgets versus financial plans
- Anticipated variability
 - flexible budgets versus fixed budgets

Budget Types

- Operating Budget
 - Focal point of public sector budgeting
 - Always adopted on an annual or biennial basis
- Capital Budget
 - Normally takes place over more than one fiscal period
 - Adopted on a project length basis
- Fixed budget
 - Establishes a single spending threshold that cannot be exceeded without special authorization
- Flexible budget
 - Authorizes varying levels of spending depending on demand or revenues
 - Greatest potential for use with enterprise funds

Key Uses

- **Guide Decisions**
 - Both large and small decisions
 - We'd like to...but we...
- **Implement Strategies**
 - Prioritization of activities
 - Focuses on specified goals or objectives
- **Monitor Resources**
 - Financial resources are the most in demand but are not unlimited



Fund Categories

GOVERNMENTAL FUNDS

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Debt Service Funds
- Permanent Funds

PROPRIETARY FUNDS

- Enterprise Funds
 - Water, Sewer, Electric
- Internal Service Funds

FIDUCIARY FUNDS

- Pension Trust Funds
- Investment Trust Funds
- Private Purpose Trust Funds



Levels of Budgetary Control

- Fund level:
 - General Fund
- Function level:
 - Public Safety
- Department level:
 - Police
- Activity level:
 - Community policing
- Object level:
 - Personnel – salaries and wages
- Sub object level:
 - Regular employees

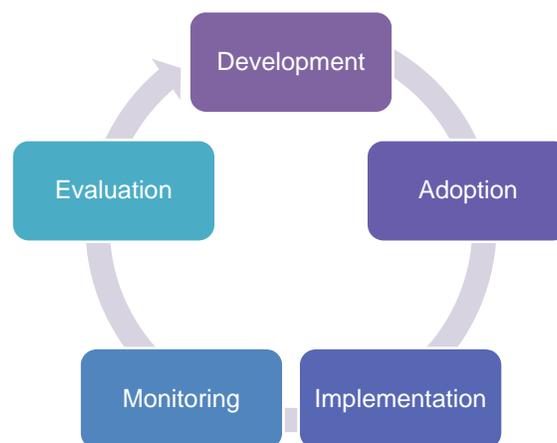
Internal Influences

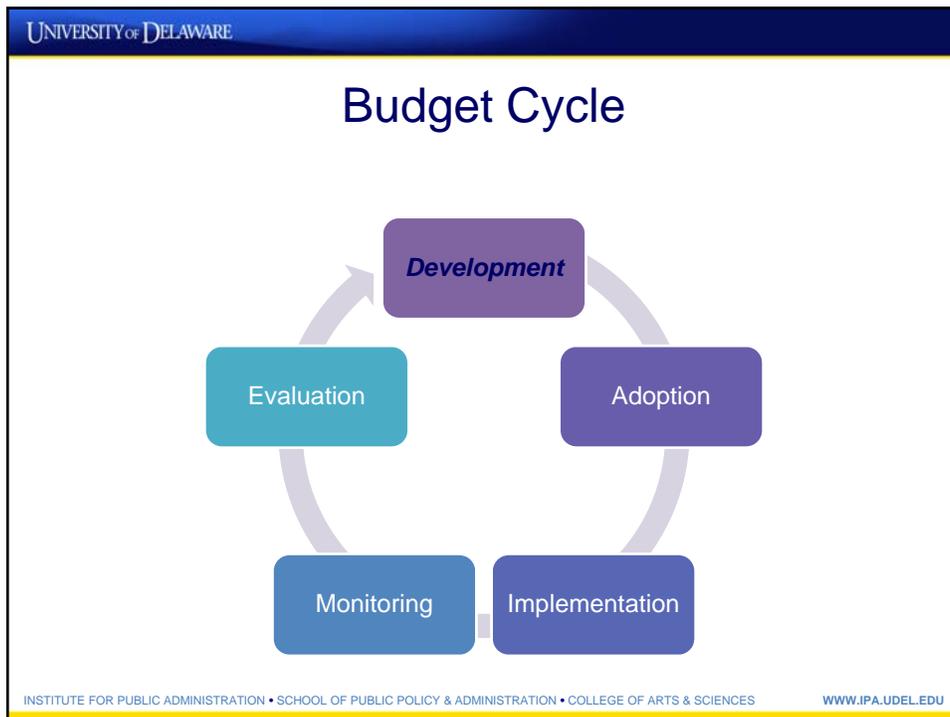
- Staffing Level Changes
 - Hiring additional staff
 - Elimination of staff
 - Promotion
 - Bargaining Unit Contracts
- Major Capital Improvements
 - Utility related (wells, pump stations, treatment)
 - Facility related (town hall, police station, other)
 - Street projects (ADA compliance, sidewalks, resurfacing)
- Political Priorities
 - Focused spending
 - “No Tax or Rate Increases”

External Influences

- **Consumer Price Index**
 - Measures changes in the price level of a market basket of consumer goods and services
- **State Finances**
 - State Operating Budget
 - Bond Bill
 - Grant-in-Aid
- **Real Estate Transactions**
 - Days on Market
 - Sales Price
 - Realty Transfer Tax
- **Unemployment**
 - Ability to pay property taxes and for services (electric, water, sewer, and trash)

Budget Cycle





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Step 1 – Development

- Most intense aspect of budgeting
- Essential Budget Elements
 - Revenues
 - Expenses
- Formalized Budget

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Step 1 – Development

- **Prior Year Experience**
 - Remember “Past Performance is not an indicator of future performance”
 - BUT it is a good starting point
- **Public**
 - Concerns of residents
- **Policy**
 - Limits on Spending

Characteristics of Revenue

- **Steady**
 - Property Tax
 - Fund Transfers
- **Mixed**
 - Business License
 - State Aid*
 - User Fees
 - Grants
- **Volatile**
 - Building Permits
 - Police Fines
 - Realty Transfer Tax

Revenue Generation



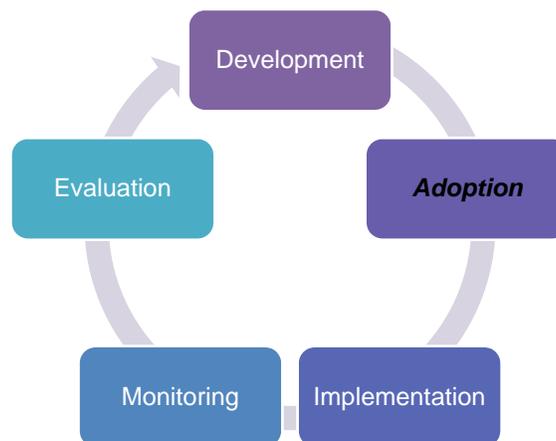
Categories of Expenses

- **Personnel**
 - Salaries & Wages
 - Health Care
- **Insurance**
 - Automobile
 - Property
 - Liability
 - Employment Practices
- **Interest on Debt**
- **Utilities**
 - Cable, Electric, Gas, Telephone
- **Professional Fees**
 - Legal
 - Engineering
 - Consultants
- **Operating Supplies**
 - Chemicals
 - Office Supplies
- **Equipment Rental**
 - Copier
- **Vehicle**
 - Gasoline
 - Maintenance

Formalized Budget

- Combine Revenues and Expenses
- Look at the Net Result
- Refine as Necessary
- Goal is a Balanced Budget

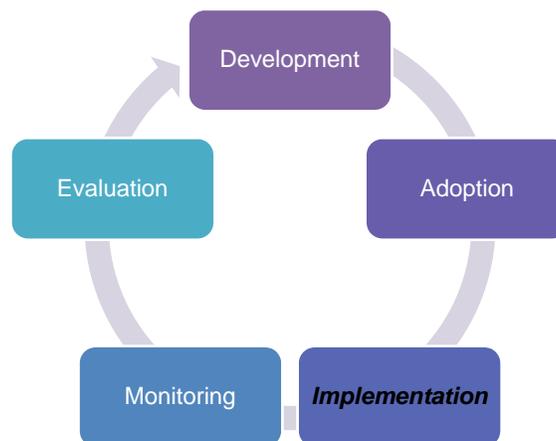
Budget Cycle



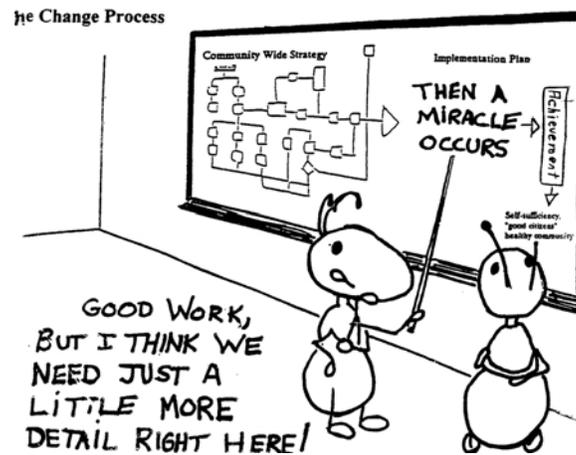
Step 2 - Adoption

- Initial Presentation
 - Workshops/Public Hearings
- Formal Presentation
 - Usually includes all funds, definitely all departments
 - Can be approved in total or by line item
- Formal Resolution and Vote by Council
 - May include tax rate and/or fee Changes
- Amendment as Necessary

Budget Cycle

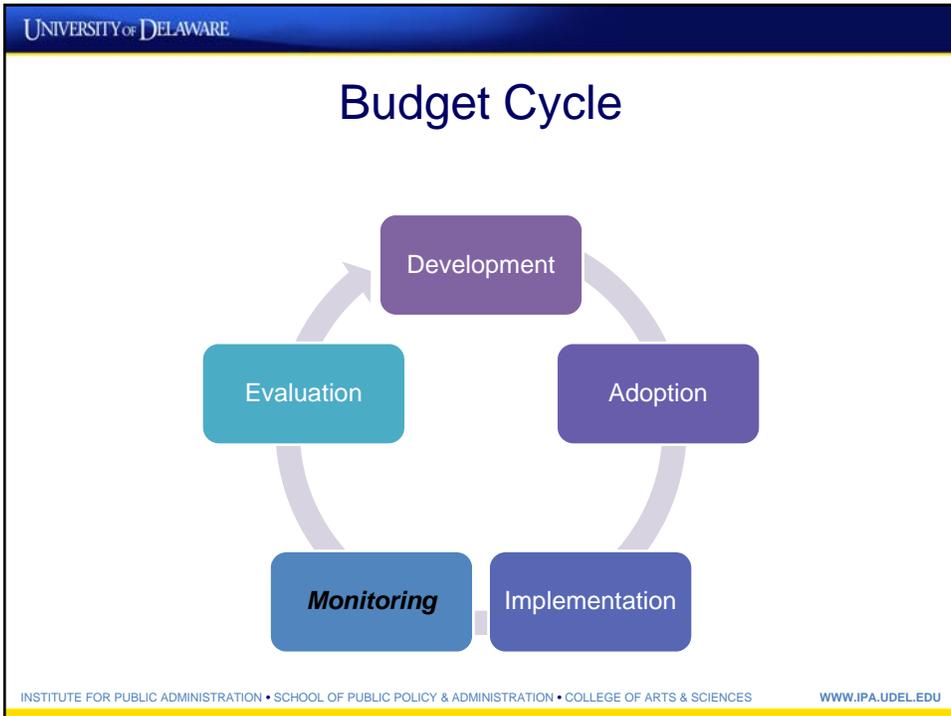


Step 3 - Implementation



Step 3 - Implementation

- Entry of budget amounts into financial system
- Communicated to all Department Heads
- Clear understanding of roles and responsibilities
- Ensure proper coding of revenue and expense



Step 4 - Monitoring

- Actual vs. Budget Reporting
- Minimum Reporting Frequency should be monthly
- Can indicate areas of concern early on
- Excellent tool for discussion with Department Heads, Staff, Elected Officials, and public

Step 4 - Monitoring

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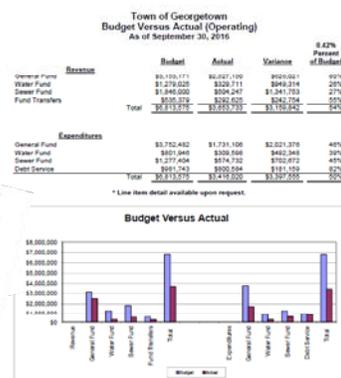
Town of Georgetown
Budget Versus Actual (Operating)
As of September 30, 2016

Account	Description	Budget	Actual	Variance	% of Budget
01-100-0000	General Fund	\$3,150,111	\$3,027,109	\$123,002	97%
01-100-0001	Water Fund	\$1,279,025	\$1,297,711	\$18,686	102%
01-100-0002	Sewer Fund	\$1,846,000	\$1,694,247	\$151,753	92%
01-100-0003	Fund Transfers	\$335,075	\$327,052	\$8,023	98%
Total		\$6,610,211	\$6,346,119	\$264,092	96%

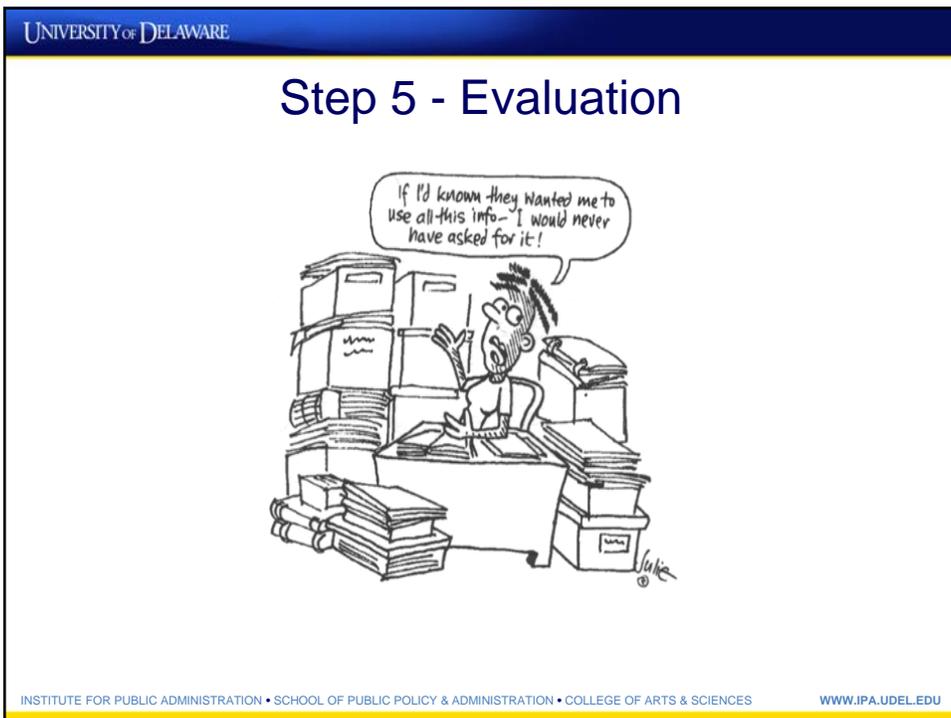
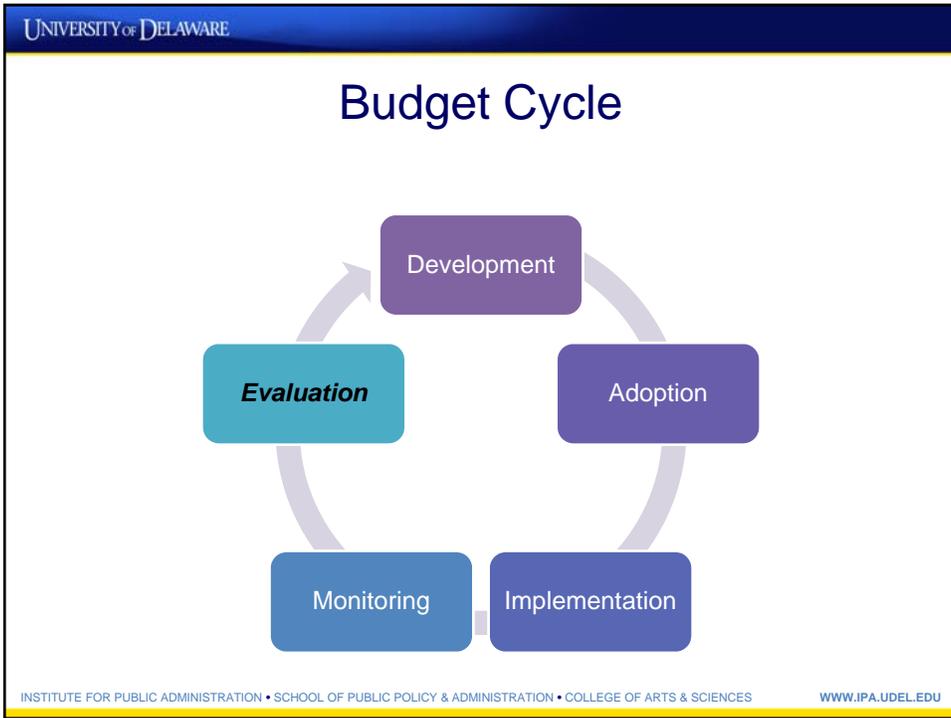
Expenditures

Account	Description	Budget	Actual	Variance	% of Budget
01-100-0000	General Fund	\$3,752,482	\$1,731,106	\$2,021,376	46%
01-100-0001	Water Fund	\$651,948	\$309,588	\$342,360	48%
01-100-0002	Sewer Fund	\$1,777,424	\$1,674,732	\$102,692	94%
01-100-0003	Other Services	\$988,757	\$930,693	\$58,064	95%
Total		\$7,178,611	\$3,646,119	\$3,532,492	51%

* Line item detail available upon request.



© Finance - General Financial Statements & Reports/Expense Review Report/Expense Review Report for Council



UNIVERSITY OF DELAWARE

Step 5 - Evaluation

- Answers why Actual differs from Budget
 - Usually easy to identify
 - Line by Line review
 - Highlights importance of proper coding
- Every variance can be explained
 - Lower Revenues
 - Higher Expenses
 - Unanticipated Items
- Useful Input for next years budget

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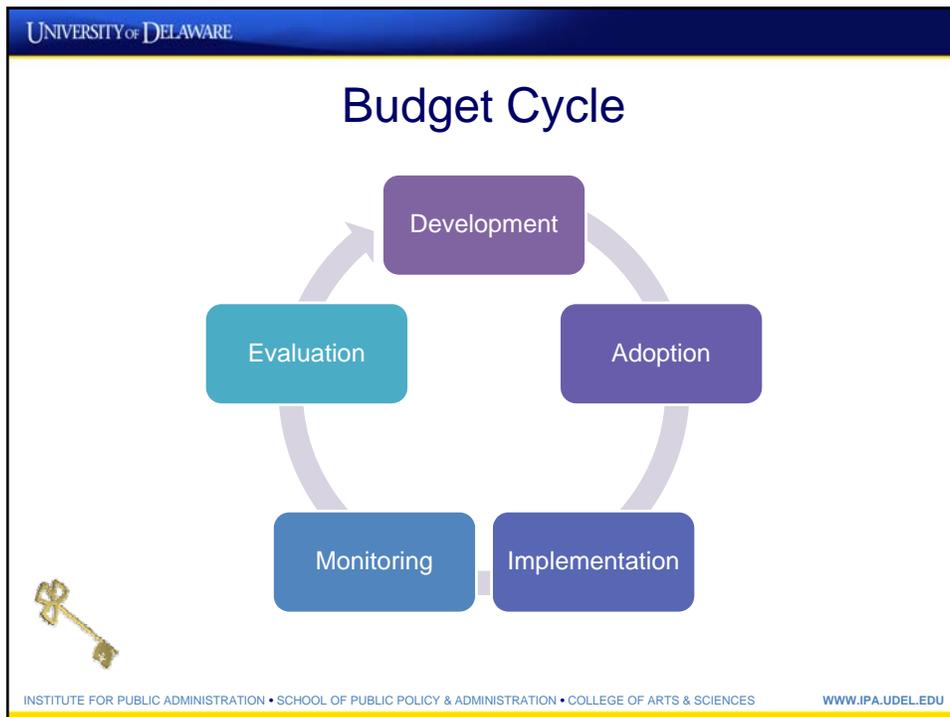
UNIVERSITY OF DELAWARE

Step 5 - Evaluation

April 18, 2016 11:03 AM TOWN OF GEORGETOWN 2016 Expenditure Transaction Audit Trail Page No: 26

Account No	Transaction Date	Description	Vendor/Reference	Trans amount	Begin Balance	Trans Balance	user
01-200-4360 Professional/Contracted Service							
03/21/16	PO 16-02275	1 Paid Ck 4890	ENW504050188 11/14-2/13 COP	RECONOID KICOH USA INC	En 03/21/16	114.86-	10,373.96 OAH
03/21/16	PO 16-02276	1 Paid Ck 4890	ENW48819296 2/2-2/29	RECONOID KICOH USA INC	En 03/21/16	191.23-	10,176.73 OAH
04/11/16	PO 16-02375	2 Paid Ck 4945	APRIL 2016 AOMCA SERVICES	INTEGRAL INTEGRAL ADMINISTRATIVE GROUP	En 04/11/16	99.36-	10,077.37 OAH
04/11/16	PO 16-02400	2 Paid Ck 4951	MARCH 2016 TOWN SOLICITOR	LAWOFFER LAW OFFICES OF STEPHAN Z.	En 04/11/16	594.50-	9,482.87 OAH
01-200-4370 General Liability Insurance							
10/06/15	Expenditure	ALLOCATION ADJUSTMENT	Reference 2015 2		En 10/06/15	34,824.56-	30,575.44 OAH
11/29/15	PO 16-02385	2 Paid Ck 4488	ACK131517891 DUE 11/1/15	SELECTIX SELECTIVE INSURANCE COMPANY	En 11/29/15	4,887.52-	26,087.92 OAH
12/30/15	PO 16-02385	2 Paid Ck 4511	DUE 12/2/15 ACK131517891	SELECTIX SELECTIVE INSURANCE COMPANY	En 12/30/15	5,289.75-	20,798.17 OAH
12/30/15	PO 16-02521	2 Paid Ck 4667	ACK131517891 DUE 1/2/16	SELECTIX SELECTIVE INSURANCE COMPANY	En 12/30/15	5,372.25-	15,425.92 OAH
01/27/16	PO 16-02322	2 Paid Ck 4443	ACK131517891 DUE 2/2/16	SELECTIX SELECTIVE INSURANCE COMPANY	En 01/27/16	5,373.11-	10,052.81 OAH
01-200-4380 Maintenance & Supplies/Supplies							
05/12/15	PO 16-02623	1 Paid Ck 3948	3/20-4/28/15 ACK1088379302681	CHESAPEAKE CHESAPEAKE UTILITIES	En 05/12/15	26.00-	7,974.00 OAH
05/12/15	PO 16-02623	1 Paid Ck 3948	3/20-4/28/15 ACK1088379302681	CHESAPEAKE CHESAPEAKE UTILITIES	En 05/12/15	26.00 **	7,974.00 OAH
05/12/15	PO 16-02623	1 Deleted			En 05/12/15	26.00	8,000.00 OAH
05/12/15	PO 16-02338	1 Paid Ck 3948 Pys	3/20-4/28/15 ACK1088379302681	CHESAPEAKE CHESAPEAKE UTILITIES	En 04/30/15	26.00 **	8,000.00 OAH
05/20/15	PO 16-02675	1 Deleted	4/20/15 CLEANER, SCRUB SPONGE	WALMART WALMART COMMUNITY BRC	En 05/12/15	8.76 **	8,000.00 OAH
05/20/15	PO 16-02702	1 Deleted	08M18224502 FLUORES LAMP	DENNEY50 DENNEY ELECTRIC SUPPLY OF DELA	En 05/12/15	102.40 **	8,000.00 OAH
05/27/15	PO 16-02676	1 Paid Ck 4026	PYS MISC WALTERS GARAGE	RETTICO50 RETTY COOK FARM	En 06/02/15	32.64 **	8,000.00 OAH
06/02/15	PO 16-02694	1 Paid Ck 11749	ENW545955 BOLT5	SHORE50 SHORE LUMBER	En 06/02/15	10.34-	7,989.66 OAH
06/20/15	PO 16-02605	1 Paid Ck 4035	ACK1088379302681 4/28-5/7/15	CHESAPEAKE CHESAPEAKE UTILITIES	En 06/20/15	28.00-	7,961.66 OAH
06/20/15	PO 16-02648	1 Paid Ck 4090	POLICE DEPT 0005 OHW MPT	GOGLASS50 GO-GLASS CORP	En 06/20/15	2,250.00-	5,711.66 BTE
06/24/15	PO 16-02129	1 Paid Ck 4090	POLICE DEPT RECPN MOW DWPNT	GOGLASS50 GO-GLASS CORP	En 06/23/15	2,493.00-	3,218.66 BTE
07/02/15	PO 16-02324	1 Paid Ck 11794	8/3/15 PAINT, MULL, TRAY	BAKERS50 BAKER'S HARDWARE	En 06/30/15	50.36-	3,168.30 OAH
07/02/15	PO 16-02332	1 Paid Ck 11795	8/3/15 PAINT, SUPPLIES	BAKERS50 BAKER'S HARDWARE	En 06/30/15	113.31-	3,055.00 OAH
07/08/15	PO 16-02322	1 Paid Ck 4127	ENW47976 RPLC PYZ CAMERA	COMMUN50 COMMUNICATIONS & WIRING	En 07/07/15	1,438.11-	1,642.20 BTE
07/08/15	PO 16-02335	1 Paid Ck 4125	ACK1088379302681 5/28-6/29/15	CHESAPEAKE CHESAPEAKE UTILITIES	En 07/08/15	30.55-	1,611.65 BTE
07/08/15	PO 16-02336	1 Paid Ck 4127	ENW47976 LABOR FOR FROM SIS	COMMUN50 COMMUNICATIONS & WIRING	En 07/08/15	87.50-	1,524.15 BTE
08/01/15	PO 16-02431	1 Paid Ck 4203	ENW43295 RPLC PYZ CAMERA BAL	COMMUN50 COMMUNICATIONS & WIRING	En 08/01/15	1,370.82-	373.33 BTE
08/12/15	PO 16-02474	1 Paid Ck 4111	ACK1088379302681 6/29-7/30/15	CHESAPEAKE CHESAPEAKE UTILITIES	En 08/12/15	26.00-	347.33 OAH
09/09/15	PO 16-02576	1 Paid Ck 4118	08M625575 BALANCE	GOGLASS50 GO-GLASS CORP	En 09/09/15	2,493.00-	2,111.47- OAH
09/09/15	PO 16-02577	1 Paid Ck 4118	08M625575 BALANCE	GOGLASS50 GO-GLASS CORP	En 09/09/15	2,250.00-	4,361.47- OAH
09/09/15	PO 16-02578	1 Paid Ck 4111	7/28-8/11 ACK1088379302681	CHESAPEAKE CHESAPEAKE UTILITIES	En 09/09/15	26.00-	4,335.47- OAH
09/15/15	PO 16-02662	1 Paid Ck 11840	7/7/15 PD REORDER SUPPLIES	LOWES50 LOWES BUSINESS ACCOUNT/DECP	En 09/15/15	796.96-	3,538.51- OAH
09/21/15	PO 16-02668	1 Paid Ck 11846	TRAMP52046 PD REORDER SUPPLIE	SHORE50 SHORE LUMBER	En 09/21/15	11.49-	3,527.02- OAH
09/21/15	PO 16-02669	1 Paid Ck 11847	7/12/15 PD REORDER SUPPLIES	WALMART WALMART COMMUNITY BRC	En 09/21/15	47.37-	3,479.65- OAH
09/21/15	PO 16-02671	1 Paid Ck 11849	PYS PD REORDER 08M420014987	SHORE50 SHORE DISTRIBUTORS, INC.	En 09/21/15	1.36-	3,478.29- OAH

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Debt

- **A Necessary Evil**
 - To add new or upgrade existing infrastructure (Water, Sewer, Streets)
 - Result of New or Increased Regulation (Compliance with Environmental Regulations)
- **Initial Project is handled through a Capital Budget**
 - Outlines major elements of expenditure
 - Determines the amount of borrowing needed
- **Referendum**
 - May or may not be required
- **Lending Sources**
 - State of Delaware (CWSRF, DWSRF)
 - USDA
 - Local Banks
- **Usually General Obligation Bonds (GOs) – “backed by the full faith and credit” of the Municipality**
 - Repayment through collection of Impact Fees, Special Funds or dedicated taxes on property

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Legislative Impacts

- 145 GA, SB 190 (July 1, 2009)
 - Municipal Street Aid cut from \$6 million to \$0
- 148 GA, HS 2 for HB 171 (June 17, 2015)
 - Betterment Tax (Poles, Wires, etc.)
 - Maximum amount of tax was capped as of June 30, 2015
- 148 GA, HS 1 for HB 145 (July 15, 2015)
 - Prevailing Wage Reform
 - New Construction: \$100,000 to \$500,000
 - Repair: \$15,000 to \$45,000
 - Exempted MSA/CTF Projects
- 148 GA, HB 85 (March 17, 2016)
 - Authorized collection of delinquent property taxes through Tax Intercept
- 148 GA, HB 450 (July 1, 2016)
 - Clarification of CTF/MSA Prevailing Wage Exemption
- 148 GA, SB 295 (July 1, 2016)– Grant-In-Aid
 - Formed State/County Finance and Revenue Committee



Municipal Budgeting

Gene Dvornick
Town Manager

