

MAYOR & CITY COUNCIL
February 26, 2019
Budget Workshop
MINUTES

The Mayor & City Council met on **February 26, 2019 in Council Chambers at Lewes City Hall**, in accordance with proper notification, with the following members present: Mayor Ted Becker, Deputy Mayor Fred Beaufait, Councilpersons Bonnie Osler, Dennis Reardon & Rob Morgan. Also in attendance were: City Manager Ann Marie Townshend, Financial Officer Ellen Lorraine McCabe and Recording Secretary Alice Erickson.

1. CALL TO ORDER: *Mayor Becker* called the meeting to order at **10:00am**

2. PRESENTATION & CONSIDERATION OF THE DRAFT BUDGET FOR THE FY 2019-2020.

Assistant City Manager Ellen Lorraine McCabe reviewed changes to the budget from the last meeting.

• General Fund/Expenditures/Increase:	\$14,175.00	
Prior Reserve balance in Draft Budget 2:		\$ 75,825.00
Prior year reserves balance after changes:		\$ 0.00
• Capital Projects Fund/Expenditures/Increase:	\$13,500.00	
Prior Reserve balance in Draft Budget #2:		\$110,300.00
Prior Year Reserves balance after changes:		\$123,800.00

➤ **Public Art Committee:** Cliff Diver & Jane Ellen Golde

Cliff Diver gave a presentation of the committee's proposed request.

Education:	\$ 4,000
Public Arts Events:	\$ 3,000
Prizes:	\$ 1,000
Advertising/website	<u>\$ 2,000</u>

Total Budget Request: \$10,000

Councilperson Osler asked if this is all they will need for the upcoming budget year or will they be asking for additional funds. *Mr. Diver* stated he feels this is all they will need. They didn't use all the funds from the current year, and it is unlikely they will. *Ms. Golde* stated the committee does not have a full membership yet, so they are still trying to determine their direction.

Deputy Mayor Beaufait stated he feels this is a high request as they are just getting started and don't know what they are going to do. Council are having trouble balancing the budget and we need to trim. He is concerned about what they are putting into this committee as opposed to other commissions.

Councilperson Morgan stated this commission has the potential to have a huge impact of the city. The aesthetic impact will be great.

Mr. Diver explained the committee will not be about buying art but about promoting art in Lewes. They want to create a long-range plan. Their goal is to promote and educate the citizens of Lewes.

Mayor Becker stated the committee is still evolving and he appreciates their realistic approach to funding.

Deputy Mayor Beaufait and Councilperson Osler want to reduce the Public Art budget. *Councilperson Morgan* disagreed. *Councilperson Reardon* stated he doesn't want to give them funds because they don't have any real numbers at this time. He would like to reduce the budget and if they ask for more, council can consider it.

Council agreed to budget **\$8,000 to the Public Art Committee.**

➤ **Capital Budget:** Charlie O'Donnell, Engineer, GMB reviewed the following projects:

Phase 24 Street Improvements budgeted in FY 2020

- **Fourth Street:** Savannah Road to Kings Highway: Mill & Overlay and ADA Ramp/Crosswalk Improvements at Kings Highway
- **Coleman Avenue:** Savannah Road to Kings Highway: Full rebuild including ADA Ramp/Crosswalk improvements at Kings Highway and improvements to parking at sides of right of way.

Construction Estimate:	\$283,500	
Engineering Estimate:	<u>\$ 33,000</u>	
TOTAL:	\$316,500	Fourth Street & Coleman Avenue

Deputy Mayor Beaufait requested consideration of additional lighting to make the crosswalks safer, especially at night. Councilperson Reardon agreed they are not lighted well enough. They need to look at crosswalks city wide, but there are certain crosswalks that are particularly dangerous. The Traffic Safety Review Committee will be looking at this issue. Mayor Becker stated he feels this will come up at a future Board of Public Works meeting.

M&T Bank Parking Lot Reconfiguration: not budgeted

Engineering and construction cost estimates are to be determined. They have a preliminary estimate for mill & overlay, striping reconfiguration to gain 14 parking spaces, regrading/rebuild of section of parking lot for transition to existing city lot exit lane, and miscellaneous green drainage & landscaping.

VERY preliminary construction cost estimate:	\$125,000
Preliminary engineering fee, including planning:	<u>\$ 20,000</u>
VERY Preliminary TOTAL:	\$145,000

Mayor Becker stated M&T Bank has indicated they are willing to work with the city, but it is all very preliminary right now.

Councilperson Osler and Councilperson Morgan requested clarification on **available funds for capital projects in FY 2020**. Ms. McCabe reviewed the following information:

Cash in Municipal Street Aid (MSA), General Capital Projects (GCP) & Capital Projects Fund (GCF): \$3.30 million

Less expenses:	MSA	\$ 200,000	
	GCP	\$ 240,000	
	GCF	\$1,310,000	- \$1.75 million

Sale proceeds of Tennessee Ave lots - windfall money to be spent separately: \$1.30 million

After lengthy discussion, it was determined **approximately \$1 million would be available for capital projects next year.**

Deputy Mayor Beaufait stated they need to start thinking about how to respond to the **Fire Department**. Mayor Becker felt they needed more information from the fire department. Councilperson Osler stated they are fiscally solvent at this time, but they need to look at a funding source moving forward. They need a public education campaign to increase donations to the fire department. Mayor Becker agreed, and they need to go to the Board of Public Works. Ms. Townshend stated they plan to go to the county with their presentation also.

Charlie O'Donnell summarized **Capital Street Projects that have been discussed but *not scheduled*:**

- **Beach Parking Lot No 1 & 2 site lighting replacement:** Cost to be determined
- **Milton Avenue – Mill/Overlay:** Construction \$58,000 + Engineering \$11,500 = \$70,000
- **Shipcarpenter Square – Full Rebuild with minor curb repair:** Construction \$305,000 + Engineering \$55,00 = \$360,000 Total
- **Monroe Avenue, Kings Highway to Railroad Avenue – Complete rebuild:** Construction estimate/City only \$355,00 + Engineering estimate \$65,000 = \$420,000 city only
- **Adams Avenue, Kings Highway to Railroad Avenue – Mill/Overlay or Recycle/Overlay or Complete Rebuild:** Construction Estimate Full Rebuild/City only \$72,000 + Engineering \$18,000 = \$90,000 Total Estimate City only
- **Railroad Avenue, Monroe to Adams Avenue:** Construction estimate/City only \$320,000 + Engineering \$60,000 = \$380,000 Total Estimate City only
- **Pilottown Village Phase 1 – Pilottown to Canary Drive (Full rebuild all except Bluebird Court)**
Construction Estimate \$960,000 + Engineering \$60,000 = \$1,020,000 Total

3. **SCHEDULE MEETING:** An additional budget workshop was scheduled on **March 15th at 10:00am**

4. **ADJOURN:** The meeting adjourned at **11:15am**

Minutes submitted by,

Alice Erickson
Recording Secretary