

**Minutes of the  
New Castle County Financial Advisory Council  
New Castle County Government Center – Large Executive Conference Room  
February 28, 2017**

**Attendance:**

<b>Member</b>	<b>Present</b>
Richard F. Davis	No
Owen Mathews	Yes
Jill Floore	Yes
Joseph Larotonda	Yes
Michael Ferretti	No
Mark Oller	Yes
Lynette Scott	Yes

**Members in Attendance:** 5

**Members Absent:** 2

**Others Present:** George Smiley, Ron Russell, Brian Maxwell, Russ Morris, Ed Milowicki, Ken Porter, Bob Wasserbach, Rinku Banerji, Mike Kapa, Lynne McIntosh, Joanna Finnigan, Joe Szczechowski

**Opening Business:**

Acting Chairman Mark Oller called the meeting to order at 8:18 a.m. Joe Larotonda made a motion to approve the minutes from the meetings on November 9, 2016 and February 14, 2017, Jill Floore seconded the motion, and the minutes from both meetings were approved as submitted.

**General and Sewer Fund Revenue by Major Categories for FY2018:**

Mr. Morris referred to the handout entitled “New Castle County General and Sewer Funds Revenues FY 2018 Summary.” He explained that the summary page included three columns related to the FY 2018 revenues – “FY 2018 Budget” (column D), “Proposed Fee Increase” (column E), and “FY 2018 Total” (column F). He explained that Land Use was proposing a new fee that, if approved, would be effective July 1. Other than that, the Revenue Proposal does not include any increase in property taxes or sewer service fees.

Total General Fund – \$178,375.0 (Column D)

Total Sewer Fund Resources – \$71,192.4 (Column D)

Total General and Sewer Funds – \$249,988.8 (Column D)

Mr. Morris reviewed the details of the line items (pages 2 – 4).

General Fund Highlights:

Real Estate Taxes – projected at \$114,502.0 (Column D)

Realty Transfer Tax – projected at \$28,350.0 (Column D)

To arrive at this number, we take the \$30 million estimate for FY 2017, increase it by a conservative growth estimate of 5% (\$31.5 million), then project revenues of 90% of that total. Anything over 90% goes into the Realty Transfer Tax Reserve Fund, which can be used for debt service or capital projects.

Service Charges/Fees – projected at \$20,891.4 (Column D)

Recreation – projected at \$1,302.7 (Column D)

Licenses and Permits – projected at \$6658.0 (Column D)

Use of Money and Property – projected at \$6,658 (Column D)

Rental, Concessions and Sales – projected at \$933.7 (Column D)

Intergovernmental Revenues – projected at \$7,083.1 (Column D)

There was some discussion regarding how possible State of Delaware budget cuts will affect Paramedic Reimbursement. Councilman Smiley stated that if funding cuts are made, services would be cut to reduce expenditures.

Miscellaneous Revenues – projected at \$1,306.6 (Column D)

TOTAL GENERAL FUND REVENUES (before transfers) – projected at \$184,828.0 (Column D)

Transfers (Capital Pay as You Go) – projected at -\$6,453.0 (Column D)

FINAL GENERAL FUND REVENUES – projected at \$178,375.0 (Column D)

Mr. Oller asked for a motion to approve the FY 2018 General Fund Revenue estimate of \$184,828.0

A motion was made by Joe Larotonda, seconded by Lynette Scott, and approved unanimously.

**Sewer Fund:**

Mr. Morris reviewed the details of the Sewer Fund revenue line items.

TOTAL SEWER FUND REVENUES (before transfers) – projected at \$73,266.9 (Column D)

Transfers (Capital Projects Fund) – projected at -\$1,653.0 (Column D)

FINAL SEWER FUND REVENUES - \$71,613.9 (Column D)

Mr. Oller asked for a motion to approve the FY 2018 Sewer Fund Revenue estimate of \$73,266.9

A motion was made by Jill Floore, seconded by Joe Larotonda, and approved unanimously.

**Memorandum:**

The NCCFAC members in attendance signed the Memo to the County Executive, the CAO, the CFO, and the members of Council, signifying the information reviewed at this meeting.

**Schedule Date for Next Meeting:**

The next meeting will be Tuesday, May 9, 2017 at 8:15 a.m. at the Government Center in the Large Executive Conference Room.

There being no further business, Acting Chairman Oller adjourned the meeting at 9:16 a.m.