

**MINUTES**  
**TOWN OF DEWEY BEACH**  
**BUDGET AND FINANCIE COMMITTEE MEETING**  
**Dewey Beach LifeSaving Station**  
**1 Dagsworthy Ave**  
**Dewey Beach, DE 19971**

**Tuesday, October 17, 2023 4:40pm**

**Convene Budget and Finance Committee Meeting** Recording begins at 4:49pm

**Opening Ceremonies/Pledge/Roll Call** Commissioner Paul Bauer, Commissioner Gary Persinger, Town Manager Bill Zolper, Town Clerk and Human Resources Sheena Hall, Town Clerk Kate Banaszak, Dan Hirschfeld, James (Zeke) Przygocki, John Gephart, Dominic Prestipino

**Approval of Minutes from February 12, 2023 Budget and Finance Committee Meeting:** (VRM 1:12) Dan Hirschfeld reported that the minutes had not been submitted but would be circulated and submitted prior to the next committee meeting.

**Review actual April 2023 – September 2023 and develop projections for October 2023 – March 2024:** (VRM 1:30) Sheena Hall and Bill Zolper discussed current financial performance and projections for the remainder of the fiscal year 2024. Year-to-date before the set asides actual results are \$668,000 to the good. Discussion on various revenue projections used to forecast the remaining months in the fiscal year. Discussion on the inclusion of paper change of investments both to a gain or loss. Discussion on various accounting presentation and flow of funds and availability of funds.

**Develop a 5 year capital expenditure budget to recommend to Town Council:** (VRM 42:25) Sheena Hall presented the various capital expenditures accounts and funding behind each with discussion on assumptions used in projections. Sheena Hall met with Bill Zolper to look at projected expenditures as well as donations received. Discussion on allocation of excess funds above the cash generated by the town net of the required set asides. Goal would be to set aside \$100,000 a year until the new Town Hall is completed and those set asides can be reallocated to the capital expenditure funds.

Motion by Dominic Prestipino to approve recommending to the Commissioners that to the extend the annual income exceeds required set asides and the unassigned fund is at its obligation at the Town Manager, at his discretion, any excess dollars may go into the capital expenditures account with second by John Gephart which was approved unanimously.

**Review Town fees to provide recommendation to the Town Council regarding the fee structure:** (VRM 1:10:25) Discussion by Bill Zolper of the existing fee structure and potential to have the fee structure as part of the overall budget and then included as part of the overall budget and potential approval. Commission Paul Bauer discussion of existing 64 fees and ability to include in the overall budget approval versus single approval on each fee.

Motion by John Gephart with second by Dominic Prestipino to recommend to the Commissioners that the Town Manager has the authority to increase the fee and licenses, for each line item, up to 20% before Commissioner intervention for each fiscal year which was approved unanimously.

**Committee member comments/AOB:** (VRM: 1:29:00) no comments

**Discuss any new business:** (VRM 1:29:15) no new business.

**Public Comments** (VRM 1:29:45) No comments.

**Adjourn** (VRM 1:35:00) Motion to adjourn the meeting the vote carried unanimously.

*Approved 11/14/23, KLB*