

## **Dewey Beach Budget & Finance Committee Meeting Minutes 3/2/2018**

The meeting was called to order at 4:00 pm.

Members in Attendance: Claire Walsh, Steve Huse, Joe Kienle, Dennis Trencher (telephone), Dave Davis

Others in Attendance: Gary Persinger (telephone), TJ Redefer, Dale Cooke, Gary Talley, Dave Thomas, Sheena Gosset, Jim Degan, Chris Flood (Cape Gazette)

### **Administrative Items:**

The agenda and prior meeting minutes were adopted as written.

The group agreed to tentatively schedule the next meeting for Friday, March 16, at 4 pm.

### **Discussion of Business:**

1. Briefly reviewed the Ideas document providing input for closing the gap between expenses and revenue, noting Steve's comments as Interim Finance Director. Some of the suggestions weren't attainable for the current budget cycle, but will be kept as threads for future discussion and budget years. Possibility to look at buyout of the median landscaping contract, which could save significant money. Steve and Dale will investigate.
2. Steve noted that all the above-the-line accounts have now been moved into the body of the budget. Outstanding question as to whether the accounting changes have been made as well or they are still in process.
3. Reviewed and discussed the Draft Budget:
  - a. Steve provided an overview of the changes since the last (first) draft which brings the gap down from approximately \$700k to \$62k. While excellent progress, several areas of further review may enable us to reach our goal of a balanced budget.
  - b. The group noted that the IT budget item of \$30k stood out, and Sheena explained that it was money that was moved from other accounts into this group, so no real increase of expense.
  - c. The cost of the Bayard Avenue loan was discussed, and Steve and Dale will look into this and advise on the remaining balance.
  - d. The replacement of the DVD recorder for police is needed but Steve needs to determine if this is already in the budget or needs to be added.

- e. In the coming week Dale will look into Benefits Cost across all departments for reasonability and advise on whether anything can be adjusted for the current budget.
- f. The town's accounting firm will be taking over responsibility as contract part-time Finance Director and funds for this are budgeted in Professional Services.
- g. Steve will look into the Auto expense for the Code Enforcement department.
- h. Dennis suggested the possibility of a line item to be added for surplus equipment, but the committee will wait until after the Audit Committee and Town Meeting next weekend (3/9 & 3/10) for further information on this suggestion.
- i. The committee members discussed whether we should forward the budget to the Council with the \$62k deficit, or attempt further changes to reach balanced budget status. The consensus was to forward the current version of the budget along with any minor adjustments that Steve and Dale may add this week to Council for their 3/10 meeting, acknowledging that some further updates may be required to achieve our goal. Joe made a motion to this effect, seconded by Claire, and the motion passed unanimously.

With no further business to be discussed, the meeting was adjourned at 5:20 pm

Respectfully submitted,

Dave Davis