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VILLAGE OF ARDEN  
TOWN ASSEMBLY  
SEPTEMBER 26, 2022 &  
OCTOBER 3, 2022

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JANUARY 23, 2023

Next Town Assembly for the Village of Arden 7:30 p.m. Gild Hall  
2119 The Highway, Arden, Delaware

## MOTIONS/RESOLUTIONS PRESENTED

### September 26, 2022 Town Assembly Meeting

**1.0 Call to Order** – Chairman Jeffrey Politis called meeting to order.

Advisory Chair Sachin Purnack presented a motion to adjourn September 26, 2022 Town Assembly meeting due to high holidays and to resume on October 3, 2022.

Seconded by Ray Siegfried. Motion Unanimously Approved.

Motion to Adjourn. All adjourned.

### October 3, 2022 Town Assembly Meeting

**9.0 Advisory Committee Report** – Sachin Puranik

Motion to renew Comcast Franchise agreement. **Unanimously Approved.**

**11. 3 Budget** – Deborah Ricard

Community Planning Chair Jennifer Borders presented a motion to add a line to Note 4.

Motion -Some expenditures have been approved in the 2022-2023 Fiscal Year.

**Motion Approved.**

**11. 3 Budget** – Deborah Ricard

Budget **Motion** to approve 2023-2024 Budget for Referendum as shown in the draft ballot. **Motion Approved.**

**11.5 Civic** – Steven Benigni

Motion to approve 2022 ORPT Grant Application Resolution

**Motion:** On behalf of the Civic Committee “Move that the Town Assembly approve the following resolution:

**Arden Town Assembly Resolution in Support of the Arden Civic Committee’s 2022 Outdoor Recreation, Parks, and Trails (ORPT) Grant Application**

Whereas the 2022 Outdoor Recreation, Parks, and Trails (ORPT) Grant Application requires applicants to submit a signed resolution from the local governing body acknowledging the funding request, assigning a project manager, identifying financial investments, and committing to maintain the property; now therefore, be it

*Resolved*, that the Arden Town Assembly:

1. acknowledges that the Arden Civic Committee is submitting a 2022 ORPT Grant Application to fund repair of the Clubhouse Path with bamboo and storm water mitigation;
2. assigns the Arden Civic Committee (Steve Benigni, Chair) to manage the project;
3. authorizes the Civic Committee to expend funds from its annual budget appropriation in the amounts requested in the ORPT application’s *Local Match Sources* and *Budget and Timeline* sections; and
4. commits that the Village of Arden will be responsible for maintaining the path and vegetated filter strip.

Motion passed and adopted by the Arden Town Assembly at its regularly scheduled meeting held on Monday, October 3, 2022.

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Chairman of the Town Assembly

\_\_\_\_\_

Date

\_\_\_\_\_

Secretary of the Town Assembly

\_\_\_\_\_

Date

After referring to the town charter, Marianne Cinaglia presented the following motion.

**Motion to** correct the title from “Chair” of the Town Assembly to “Chairman” of Town Assembly. **Motion Approved.**

**Resolution Motion Approved**

**Attendance 42 sign-ins plus Jeffrey Politis, Liz Resko total 44**

First	Last	First	Last
Lisa	Mullinax	John	Cartier (N.C.C.C) <b>NV</b>
Elizabeth	Varley	Heidi	Hoegger
Larry	Walker	Ellen	Dolmetsch
Marcia	Scheflen	Lynda	Kolski
Alfred (Dink)	Pompper	William 'Skip'	Bailey
Ron	Meick	Ellie	Hansen
Deborah M	Ricard	Helen 'Cookie'	Ohlson
Ray	Seigfried	Bob	Erenburg
Rebecca	Meick	Tom	Wheeler
Maria Beatriz	Hennessy	Vicki	Scott
Mike	Curtis	David	Gerbec
Simon	Hamermesh	Susan	Stith
Beverly	Clendening	Clay	Ridings
Sadi	Somerville	Toby	Ridings
Mary	Vernon	Robert	Stith
Marianne	Cinaglia	Sachin	Puranik
John	Scheflen	Cecilia	Vore
William	Clarke-Fields	Jennifer	Borders
Steve	Benigni	Pam	Politis
Eric	Reed	Barbara Anne	Macklem
Betty	O'Regan	Jeffrey	Steen

**1.0 Call to Order** – Chairman Jeffrey Politis called meeting to order at 7:37 p.m.

**2.0 Approval of Minutes** - June 2022 Town Assembly Minutes approved as presented by unanimous consent.

**3.0 New Residents** –Welcome! Nathan Bailey, son of Skip Bailey and Bev Clendening.

#### **4.0 Recognition of Departed**

Karen Susan Hufnagel Ames. Her family says she left behind so many things she loved: her family, friends, her job at North branch Library in Wilmington, her co-workers, her garden and her home.

“Pete “Goldberg. He and his wife Evvy raised their three children in Arden. The lifestyle and spirit of Arden was consistent with their artistic values and strong belief in community life.

At the meeting we learned of Bill Shaw’s passing.

A moment of silence.

#### **5.0 Visitors**

- Councilman **John Cartier** represents New Castle County, Delaware District 8 Initiative - Court mandated Property Reassessment.

The last time New Castle County reassessed property was in 1983. Normally reassessment costs are passed on to the property owners but because of the federal dollars the county received for qualified budget reimbursement, this freed up 30 million dollars from the Property Reassessment Reserve account which allows the county to pay for the reassessment costs and not pass it onto the property owner.

John provided a handout - New Castel County Property Reassessment, Tyler Technology's Field Visit – FAQ (a copy is at end of minutes in attachments section)

#### Questions/Comments

Jeff - A letter will be sent to NCC about the March Town Assembly meeting where the Village voted to ask the county as they lower the tax rate to lower taxes preferential on improvements.

- WILMAPCO. *Seeking resident input for various projects*

Jake Thompson Senior Planner for WILMAPCO

Power Point presentation on 2023 update for 50 Regional Transportation Plan

Wilmington Area Planning Council (WILMAPCO) is the regional transportation planning agency responsible for coordinating transportation investments for New Castle County, Delaware and Cecil County, Maryland. WILMAPCO is currently updating its Regional Transportation Plan (RTP). The RTP is the long-range planning document that describes the broad goals they plan to accomplish as well as policies and actions to achieve those goals. The RTP also lists transportation projects for which they anticipate having funding in the next 20 years. Only transportation projects found in the RTP are eligible for federal funding, so the document is an important guide to the future of transportation in our region.

Ardens Transportation Plan - Arden is teaming up with the villages of Ardencroft and Ardentown along with WILMAPCO, DelDOT, and other partners to produce a transportation plan by the summer of 2023. Residents and stakeholders will be engaged through surveys, public meetings, and other means to create a list of projects that together implement a vision of a safer, more accessible future for walkers, bikers, transit users, and motorists.

The Inter-Ardens Transportation Working Group and WILMAPCO to a Walkable Community Workshop is an interactive community event designed to bring together key stakeholders such as residents, land owners, elected officials, and professionals to focus on issues related to walkability and safety. To learn more, visit [www.wilmapco.org/walkable](http://www.wilmapco.org/walkable).

For more information, check out the [Community Planning webpage](#), go to [wilmapco.org/ardens](http://wilmapco.org/ardens), or contact the Community Planning Committee via email at [planning@arden.delaware.gov](mailto:planning@arden.delaware.gov).

- o Eagle Scout GAGA pit presentation

Maggie Clarke- Fields, an Ardencroft resident, is interested in installing a GaGa pit in the Village as part of her Eagle Scout project. She described it is a dodge ball type of game played in an octagonal structure that is about 20 feet in diameter with wood side panels that is supported by cement block anchors. There are two main concerns: portability and location. Due to the cement block anchors this is not as portable as the town would like. However, they are open to considering a portable kit that meets the Village needs. Maggie along with the guidance of the Playground Committee recommend setting it up behind the BWVC adjacent to the basketball hoop. This location would significantly impede on the Arden Fair Antique Market. They will look for another location.

All thanked her for her professional presentation, her enthusiasm and in her interest in participating in the community. All wished her well.

## **6.0 Town Chair's Communication Report - Chair Jeffrey Politis**

Communications from the Chair.

Since the last town meeting....

1. Welcome to the continuation of the Sept Town Meeting. On Sept 26, 2022, I opened our normally scheduled town meeting where a motion

was made that when we adjourn, to adjourn to Oct 3, 2022 at 7:30 pm– this moment.

2. Reminder that Tues, November 8 is election day for some important races in Delaware. For us in particular, both the representative and senate seats representing the Village are up for election. Polls are open from 7 am to 8 pm.

3. The work on the intersection of Harvey and Marsh appears to be nearing completion. I believe there is still a couple of small items left. Hopefully everyone feels that the intersection is better than it was – I know that I do.

4. A motion was passed during the March 2022 town meeting requesting that NCC essentially move towards a land value tax as their reassessment moves towards completion. I have completed the letter and will be sending it to NCC council and county executive Meyer soon. Thanks to Mike Curtis for starting a draft and to Mike and Sadie for reviewing what I wrote. And to Joshua Vincent from The Center for the Study of Economics for providing some important info. After 20 years of so, I think I am finally getting the land value tax and it makes sense.

5. Lastly, a reminder that this meeting is being recorded and please state your name when you speak.

Let's have a respectful and deliberative meeting. Thanks

So, submitted



Jeffrey Politis

Town Chair, Village of Arden.

Communications Report - Thank you!

**7.0 Trustee Report – Carl Falco**

**Finances:**

New Castle County and School taxes, due September 30, have been paid. A summary of the 2022 taxes is shown below.

<b>2022</b>	
County taxes	\$109,265.93
School taxes	\$375,763.57
Total County and School	<b>\$485,029.50</b>
Rebates to leaseholders	<b>\$44,644.04</b>
<b>Total paid</b>	<b>\$529,673.54</b>

**Property Tax Rebates:** Property tax reductions to individual leaseholders are determined by programs issued by the State of Delaware or New Castle County (not the Trustees). One program called the **New Castle County Senior Tax Exemption** is a tax exemption for those who are 65 and over before July 1 of the year for which you are applying for exemption, and who fit the financial and residency requirements. This program provides a reduction of the taxable assessed value up to \$32,000. The other program, issued by the State but administered by the County, is called the **State Senior School Property Tax Credit**. That program is based on your turning 65 before July 1 of the year in which you apply, but you also must meet the years of residency requirement. This program provides a 50% credit on the school taxes of the property up to a maximum of \$500. If either of these programs could lower your taxes, we encourage you to apply. If you qualify and receive a tax reduction the Trustees will send you a rebate check for the amount of that tax reduction. This year 72 leaseholders benefited from these programs with rebate checks

totaling over \$44,000. There is a filing deadline to qualify for the upcoming tax year. Please contact the New Castle County Property Assessment (302) 395-5520 for either application and for any questions that you have. The County is helpful with filling out the forms. The eligible leaseholders for the County programs this year should receive their rebate checks by mid-October. If you do not receive your rebate by then, please contact the Arden Trustees Office (475-7980).

**Supplemental Tax Bills:** New Castle County may generate a Supplemental Tax Bill after a leasehold transfer and/or after a new construction building permit has been closed due to a reassessment of the property value. If any Village of Arden leaseholder receives this type of invoice from the County, please promptly notify the Trustees of Arden by phoning 302-475-7980 or emailing [trustees.of.arden@gmail.com](mailto:trustees.of.arden@gmail.com). The Trustees have requested several times that the County send these Supplemental Tax Bills to the Trustees and a copy to the leaseholders, as they do with the annual tax bills, but this never happens. Leaseholders should not pay these bills. The Trustees will pay them. However, we cannot pay the bill unless you inform us of it. If the bill does not get paid promptly, the County starts adding on penalties, which can become substantial.

**Lease Transfers-**There have been three lease transfers since the June Meeting: 2116 Hillside (Connor) to Clayton and Toby Ridings; 1613 Orchard (Bryan) to Paul and Stephanie Nolan; 2005 Millers Road (Rowell) to Michael O'Neill and Brooke Evans

Respectfully submitted,



Senior Trustee

Trustees Report - Thank you!

### **8.0 Treasurer's Report – Skip Bailey**

The Treasurer would like to remind all Village residents that all Village financial policies, general policies and those regarding monetary gifts, investment guidelines, endowment funds, and requests for grants are all found on the Village of Arden website under Budget Committee/Finances. These policies have been and remain in place.

#### **Review of basic financial reports**

All reports are effective as of September 30, 2022.

Statement of Financial Position Funds are in standard status. Money Market fund at TD Bank continues minimal interest income.

Statement of Financial Activity Committees, other budgeted items.

Statement of Fund Balance The Forest Committee has received the \$750 in grant funds from the Delaware Invasive Species Council. The grant reimburses \$750 of the Forest Committee expenditures for the research project. This “new” fund has been fully utilized. Future bookkeeping entries will reflect that status.

#### Additional information/Old Business

The check fraud continues to be investigated by TD Bank. I have obtained TD Bank written acknowledgement (Affidavit of Forgery) for physical confirmation of the process. I will continue to press the bank for resolution.

Respectfully Submitted,

Skip Bailey, Treasurer

Treasurer's Report – Thank you

### **9.0 Advisory Committee Report – Sachin Puranik**

Each September, the Advisory Committee is responsible for finding at least 14 eligible residents willing to serve on the next Board of Assessors. This year the following residents have accepted the responsibility of placing their names on the ballot and will serve if elected. The candidates so far are:

- Walter Borders
- Brooke Bovard
- Bob Erenburg
- Kelly Gillen
- Simon Hamermesh
- Denis O'Regan
- Shana Pinter
- Sachin Puranik
- Eric Reed
- Deborah Ricard
- John Scheflen
- Vicki Scott
- Elizabeth Varley
- Tom Wheeler

I would like to thank Deborah Ricard for all her help finding candidates this year. We welcome additional nominees at this time.

- In addition, the committee wishes to put forth a motion.

**Motion** to renew Comcast Franchise Agreement. **Unanimously Approved.**

Sachin Puranik, Chair, Advisory Committee

Advisory Report- Thank you!

### **10.0 Board of Assessors – Deborah Ricard**

No Report

Note: Since no Alternative Assessment has been presented this year, the Board of Assessor Report provided in June 2022 Town Assembly is the assessment that will be abided by. This report and its companion leasehold spreadsheet can be referenced on the Assessor page of Arden’s official website, [arden.delaware.gov](http://arden.delaware.gov).

Board of Assessors Report – Thank you!

## **11.00 Committee Reports presented in Alphabetical Order**

### **11.1 Archives – Lisa Mullinax**

We are pleased to announce that the Arden Craft Shop Museum will reopen on Sunday, October 16.

Repairs to damage caused by a leak from upstairs in the building revealed the need to completely restore the gallery. This included shoring up structural elements, replacing the floor, and improving the ADA-compliant entry. Now with new carpeting, fresh paint, better lighting and additional storage, we are well-prepared to preserve and show the growing collection.

Join us on Oct. 16 from 1 to 3 p.m. for the opening of a new exhibition celebrating the 100th anniversary of Ardentown’s founding. Regular Museum hours, 1 to 3 p.m. on Sundays and 7:30 to 9 p.m. on Wednesdays, will resume after the opening.

While the Museum may have been closed to visitors, we have been busy. We coordinated a pop-up art installation with the ACRA campers, digitized a remarkable collection of glass slides used by Frank Stevens, added oral histories and transcripts, scanned the original Ardentown lease book, and continue our “Postcards from the Past” social media posts.

Work has started on the website upgrade that will be made possible with ARPA funds. A task force of committee members, board members and expert volunteers met to sharpen the website requirements, outline the structure, and choose and brief a vendor. We expect this work will continue through the fall and winter.

Respectfully submitted,

Lisa Mullinax, Chair

A special thanks to Barbara Macklem for her fabulous Centennial presentation.

Archives Report – Thank you!!

### **11.2 Audit** - Cookie Ohlson

On September 22, Debbie Ricard, Laura Wallace and Cookie Ohlson met to examine the quarterly vouchers and invoices. All was found to be in order.

Cookie Ohlson, Chair

Audit Report- Thank you!

### **11.3 Budget** – Deborah Ricard

Tonight, I am pleased to extend my appreciation to Arden’s Budget Committee members - David Gerbec, spreadsheet master, and Vicki Scott, secretary, as well as Brooke Bovard and Bob Erenburg for their dedication in meeting regularly to review and discuss financial information needed to develop this 2023-2024 Arden Budget presented to the Town Assembly. Trustee Carl Falco, Treasurer Skip Bailey and Chair of Town Assembly Jeff Politis are also thanked for working with the Budget Committee as part of this fiscally responsible team.

A few notes:

- Please be reminded of the small terminology change from *budget/ non-budget* to *discretionary/ non-discretionary* which was introduced in 2021; this updated wording increases Arden’s eligibility for government grants and other outside funding. *Discretionary* items may be voted upon for individual approval or disapproval. *Non-discretionary* items are obligations the village must meet. Numbered notes to explain Income, Non-Discretionary and Discretionary Budget items are found on page 2 of this ballot.
- American Rescue Plan Act funding in the amount of \$219,926, listed under Projected Income Note 5, came to Arden from the federal government last year; these unspent ARPA funds are carried forward. All ARPA funding must be committed by the Town by the end of 2024 and expended by the end of 2026.
- Discretionary budget items #14-27 are funded at the same level as approved in the 2022-2023 Arden Budget.
- Arden’s Direct Democracy form of government means your vote is needed for the 2023-2024 Budget Ballot Referendum. Please help Registration by completing your ballot according to instructions and returning it (along with the Assessors Ballot) for counting by 6 pm on Tuesday, November 8th.

At this time, your questions are welcome. If there are no questions, I make a motion to approve this proposed 2023-2024 Arden Budget for referendum.

Respectfully submitted,

Deborah Ricard

### Questions/Comments

Community Planning Chair Jennifer Borders presented a motion to add a line to Note 4.

Amend **Motion:** Some expenditures have been approved in the 2022-2023 Fiscal Year.

**Motion Approved**

**Motion** to approve Budget as shown in the draft ballot. **Motion Approved**

\*\*2023 -2024 Arden Budget Ballot copy end of minutes.

Budget Report – Thank you!

**11.4 Buzz Ware Village Center – Betty O’Regan & Mary Young Co-Chair**

Everything is humming along well at the Buzz these days.

**Peddlers, Potions and Practitioners**

Much appreciation to all for their energies and efforts to create a very successful fundraiser. Approximate gross of \$8000.00 includes vendors, door, and raffle.

**Building Report**

Buzz Ware Village Center Building Maintenance Manager

We have an elusive leak in room 2 coming from the recently installed AC/ventilation system. Several possible solutions failed but we managed to limp along through the heat wave, the fair and other important rentals.

Buzz Ware Village Center Building Usage Manager,

Inquiries and bookings are picking up like they were in 2018 so business is very good. For the month of Sept., we have 6 new rentals and 3 tours, all booked between Sept. and Nov. Visit [ardenbuzz.com](http://ardenbuzz.com) for scheduling and other information about the BWVC.

**ARPA grant**

Phase 1 of the sewer replacement project at the BWVC is complete. That is, a camera has been placed in all sewer lines and there is certainty about the flow direction in and out of the building. The subcontractor that was selected for phase two, has now advised that his



capabilities do not include the work required at this time. The alternate subcontractors are considered competent to perform the work and will result in no significant change in the price of the work. The new completion target date is November 15th.

### **Renovation Projects**

This year's fundraising will be directed toward improvements in room 3 for the kitchenette sink area and cabinet storage also shed storage for chairs and tables.

### **Long-term Tenants**

- Awakened Hearts  
Business as usual
- Wilmington Sudbury School  
Doorbells are now installed so that WSS can stay locked during the school day.  
There were many disruptions by drop-in visitor to the Buzz visitors and there was also a feeling of need for increased security

**Activities at the Buzz-** *contributions to the Buzz are always appreciated when you participate in one of our community events.* A complete list of events and meetings plus other information is on our website, [ardenbuzz.com](http://ardenbuzz.com)

- **The Coffee House**  
begins their 25<sup>th</sup> season on Oct. 14 from 8:00-11:00. If you attended in the beginning and then stepped away, now would be a great time to see have this treasured event has developed over the years. Remember the mic is opened to all so feel free to participate individually or with a small group by bringing music, poetry and even comedy to the stage. Thanks to all our audiences of loyal supporters, Frank and Elyse Vincent for their inspiration and dedication, and most of all, the many performers, without whom this fun event would not be possible.

- **The Buzz Ware Bookies**

meet next on Mon. Oct.10 at 7 p.m. to discuss *Crying at H Mart* by Michelle Zauner.

Effective **November 3rd** the meeting will change to the **1st Thursday of each month**. As always, all Ardenites and friends of the Ardens are welcome.

- **Art on the Town** 1st Friday Oct. 7th Art Loop features Arden's Fluid Artist, Lon Sullivan. Come meet the artist & enjoy refreshments at the Buzz 5:30-8:30 PM. Nov. artist TBD.

- **Art Nights**

This small group meets on Mondays 7:00-9:00. We would love to build this program from 2-4 attendees so please consider bringing whatever project you have going and spend some time with other creative neighbors.

- **Tai Chi**

with Jill Emery is for all levels. Mon., Wed, and Saturday 9:00-10:00

Please join me in thanking all the committee members (Susan Stith, Patrick Barry, Toby Ridings, Maria Burslem, Betty O'Regan) representatives (Shari Phalan and Ken Rosenberg), staff (Pam Cohen, Rachel Brown, and Jeremy Sheiker) for their dedication and hard work.

Respectfully submitted,

Betty O'Regan

BWVC Co-Chair

Buzz Ware Village Center Report – Thank you!

### 11.5 Civic – Steven Benigni

- The Civic Committee is selling our old street signs at \$15 each (\$20 for larger signs). To date, we have raised over \$1,000 from sales at the Arden Fair. Signs will

be available at public meetings and events, including today's meeting.

- We have received \$18,580 in Municipal Street Aid funds. We have spent \$10,500 this fiscal year to date for street and pothole paving.
- DNREC has acknowledged our 2022 ORPT grant pre-application and invited us to submit a full application. We submitted the application yesterday, along with supporting documents. One of the grant requirements is a resolution from the Town Assembly acknowledging the funding request. The committee will present a motion on this resolution at the end of our report.
- A reminder that Trash Tech has recently changed our trash collection day to Tuesdays and that if you have service issues involving your leasehold, you should contact Trash Tech customer service. (The number is on the trash can.) Report problems involving multiple leaseholds or repeated issues to the Civic Committee.
- A quarterly trash schedule is posted on the village website for whenever folks can't remember if it is a recycling or yard waste week.
- The seating area of the Frank Stephens Memorial Theater has been restained. Thanks to Ed Rohrbach for his guidance on this project.
- You may have noticed that the Lexan cover to the Village Green bulletin board has broken. We are looking for either a volunteer to replace it or recommendations on a contractor or handyperson.

- Thanks to everyone who has been keeping our stormwater catch basin grates clear. They were in good shape for the recent rains.
- We have removed or trimmed several trees in the greens and rights-of-way. Thanks to Carol Larson for coordinating this.
- We are working on obtaining contracts for snow plowing and grass mowing for the coming seasons.
- We will be aerating the greens in the spring.
- We are updating our excavation permit and will send notice to the utility companies of the village's permit requirement.
- We continue to receive suggestions and concerns through our [civic@arden.delaware.gov](mailto:civic@arden.delaware.gov) email account. We appreciate your input and will continue to address these issues as they arise.
- Motion to approve 2022 ORPT Grant Application Resolution

Respectfully Submitted,

Steve Benigni

Civic Committee Chair

**Motion:** On behalf of the Civic Committee Move that the Town Assembly approve the following resolution:

**Arden Town Assembly Resolution in Support of the Arden Civic Committee's  
2022 Outdoor Recreation, Parks, and Trails (ORPT) Grant Application**

Whereas the 2022 Outdoor Recreation, Parks, and Trails (ORPT) Grant Application requires applicants to submit a signed resolution from the local governing body acknowledging the funding request,

assigning a project manager, identifying financial investments, and committing to maintain the property; now therefore, be it

*Resolved*, that the Arden Town Assembly:

1. acknowledges that the Arden Civic Committee is submitting a 2022 ORPT Grant Application to fund repair of the Clubhouse Path with bamboo and storm water mitigation;
2. assigns the Arden Civic Committee (Steve Benigni, Chair) to manage the project;
3. authorizes the Civic Committee to expend funds from its annual budget appropriation in the amounts requested in the ORPT application’s *Local Match Sources* and *Budget and Timeline* sections; and
4. commits that the Village of Arden will be responsible for maintaining the path and vegetated filter strip.

\_\_\_\_\_

Chairman of the Town Assembly

\_\_\_\_\_

Date

\_\_\_\_\_

Secretary of the Town Assembly

\_\_\_\_\_

Date

**Speak To or Against the motion**

- o Simon Hamermesh - Note 8 read Village of Arden.
- o After referring to the town charter, Marianne Cinaglia presented the following motion.  
**Motion to** correct the title from “Chair” of the Town Assembly to “Chairman” of Town Assembly. **Motion Approved.**

**Resolution Motion Approved.**

Civic Report – Thank you!

**11.6 Community Planning – Jennifer Borders**

1. 3-Ardens Transportation Group and Wilmapco are continuing to move ahead on the planning phase of making the community safer and more walkable. An online

survey is being conducted to gather opinions and ideas and we encourage all residents to fill out this survey. The deadline has been moved to October 7. You can find the survey at <http://www.wilmapco.org/ardens/>

We also encourage everyone to attend an upcoming Public Workshop on October 25, from 6-8 PM, at the BWVC. The survey results and other information will be discussed.

2. Community Planning in conjunction with the Treasurer and the Town Chair have developed implementation guidelines for the four American Rescue Plan projects that the Town Assembly approved in a Special Town Meeting on May 15. The guidelines for awardees include following all Town fiscal policies, contractor insurance requirements, how to submit spending requests, and providing progress reports at each Town Meeting. More information on ARPA and the funded projects can be found on the Town website.
  
3. Community Planning is organizing a retreat for the Advisory Committee for February on the subject of, “What does Arden look like in 20 years?” Specific topics for discussion are currently being developed by CPC and residents are encouraged to contact a member of the Community Planning Committee if you would like to add ideas.

Respectfully submitted,

Jennifer Borders, CPC Chair

Community Planning – Thank you!

**11.7 Forest – Co Chairs; Carol Larson & Beverley Clendening**

**DISC Project on Cherry Lane path to Indian Circle**

Work on the Delaware Invasive Species Council Project is ongoing. We continue to monitor the site for damage to the fences, growth of native plants, shrubs and trees and the appearance of new invasive species in the cleared areas. An interim report was submitted to the Council in July 2022 and the Village has been reimbursed \$750 for expenses incurred for fencing materials and plants.

### **Storm Water Management Planning Grant**

The Forest and Civic Committees submitted a Storm Water Management Planning Grant proposal to DNREC on August 23, 2022. The proposal was for the planning aspects for implementation of three BMPs in Watershed E of Arden's Master Storm Water Management Plan. The planning project involves field surveying, site design, and stormwater design for the three BMPs: E1- transitioning the Pump Path between Harvey Road and Wind Lane to porous paving, E2- a bioretention garden curb bump out at the top of the hill on Mill Lane, and E3- a bioretention garden on leaseholder land along Mill Lane. The total cost of this planning project is \$62,500. The SWMPG grants requires 50:50 matching funds. Therefore, the SWMPG grant request was for \$31,250; this is to be matched by \$31,250 of approved ARPA funds. Grant award notification is expected in the next couple of weeks.

### **Invasive Species Management**

Members of the Forest Committee with the help of occasional volunteers continue to meet once per week to remove invasive species from areas of Sherwood Forest and the Arden Woods. Volunteers have worked for 226 hours so far, this fiscal year. Additional volunteers are welcome. We particularly encourage those of you who live on the edge of the forest to join us. We will spend a day or more helping you remove invasive species on the edge of your leasehold. Current target species include stilt grass, burning bush, multiflora rose, Japanese barberry and bush honeysuckle.

### **Arden Fair**

The Forest Committee sponsored a booth at the Arden Fair where we shared information about native and invasive species and forest-friendly gardening practices. Patches for the 2022 Patch Program were available for distribution to those who had earned them;

however, few patches were claimed. If you or someone in your family earned a 2022 patch you can claim it by contacting a member of the Forest Committee or by sending an email to forest@arden.delaware.gov.

### **Miscellaneous**

Two dead trees that were creating a hazard in the forest behind leaseholds at 2113 and 2115 Meadow Lane were removed. We granted Veolia passage through the property at 5 Mill Race Road to reach a water main break. They are taking care to limit damage and will replace trees. We are planning a ‘Cold Moon’ walk on Friday, December 9. We will walk through the woods by the light of the moon with artificial lighting assistance if needed and then enjoy refreshment and singing around a campfire at Indian Circle. Look for details about time and meeting place in the October Page.

Forest Report – Thank you!

### **11.8 Playground – Mark Wood**

Since the last Town Meeting, the required playground committee inspections have been made, and all equipment is in safe condition. On the Sherwood Green, the two swing sets, the monkey bars, and the tunnels were painted by members of the Committee.

The Committee received a request to furnish and install a ‘GAGA Pit’ to the Village of Arden, and her request was to place this near the BWVC. She had gone to ACRA as a child, and wanted to give something back to the Arden Community in appreciation. The donor is a Boy Scout from Ardencroft, and wants to complete this project to fulfill a requirement to become an Eagle Scout. She met with the Committee on two occasions, and the Committee members are in support of her proposal. This has been discussed with the Civic Committee, and they also support installing a GAGA Pit. She would like to install this near the basketball court behind the BWVC, and both Committees agree that the location would be good. The reason for the involvement of the Playground



Committee is that the GAGA pit structure would become a part of the Town’s playground equipment inventory and regularly maintained by the Members.

Our Approved ARPA Project is to install a new climber on Village Green to replace the existing non-compliant jungle gym. If anyone is interested in acquiring the old jungle gym for an artistic project or trellis, please contact the Committee.

The ARPA Project update will be submitted separately.

Submitted by Mark Wood, Chairman

UPDATE ON PROGRESS OF THE ARPA PROJECT  
PLAYGROUND COMMITTEE  
October 3, 2022

The Approved ARPA Project is to install a new climber on Village Green to replace the existing non-compliant jungle gym.

The amount of the Grant is \$14,000

Estimated Costs:	Climber Purchase	\$5,600
	Shipping	800
Installation:	Installing structure in the ground	2,600
	Mulch	1,200
	Receiving, Storage & Delivery	<u>500</u>
	TOTAL	\$10,700

The removal and disposal of the old unit will be done by the Committee

If the payment for the new equipment is received before the end of October, it is estimated by the vendor that the equipment would be delivered by December 15, 2022.

The timing of the installation would be approximately one month after receiving the equipment shipment, but the start date might be affected by weather, and other projects

that our installer might have underway. So hopefully the next report to the Town Meeting will be that the installation was completed, and our ARPA project was a success.

Note: Jeff - Community Planning requests any committee who received ARPA funds to provide update at each Town Assembly.

Playground – Thank you!

### **11.9 Registration – Cecilia Vore**

The Registration Committee met virtually via Zoom on Sept. 28 and 30, 2022, for the purpose of reviewing and clarifying the voting eligibility status of current Arden residents prior to the upcoming Election of Assessors and Budget Referendum.

The committee reviewed Arden leaseholds one-by-one to record changes in eligible voters by noting changes to leaseholds and/or rental units since the last election. They also noted the duration of residence in relation to the six-month eligibility requirement. Several new voters were added by virtue of having reached their eighteenth birthdays. In cases where residency was unclear, particularly where leaseholds or ADUs are rented, the committee contacts leaseholders to clarify.

The current number of eligible voters is: 380. We continue to update the list up to the date of the Budget Referendum.

The Registration Committee will conduct the annual Budget Referendum and the election of the Arden Board of Assessors in October and November. If you are a current resident, 18 years of age or older, and have lived in the Village of Arden as your primary residence for 6 months or more as of Nov. 2, you are eligible to vote in this election.

Please notify the Registration Committee tonight if there are any changes to the eligible voters in your household, or if you are new to the village, so we can add you to the list of

residents. You can see me (Elizabeth Varley) tonight or send an email to [Registration@arden.delaware.gov](mailto:Registration@arden.delaware.gov).

A budget referendum must be passed by over 50% of all eligible residents. Failing to return your ballot has the same effect as voting “No” on the entire budget. The 7-member of Board of Assessors is elected using the Hare System of Proportional Representation, one type of ranked-choice voting. There are links to some good explanations of the Hare System on the village website: [arden.delaware.gov](http://arden.delaware.gov).

Assessors nominees are invited to post a statement on the town website. Information on how voters can read those statements is included on the ballot instructions and on the website.

Ballots will be mailed around Oct. 10. Please notify the Registration Committee if you are an eligible voter and you do not receive ballots in the mail by Oct. 20. The election date will be Tuesday, Nov. 8, 2022. The deadline for accepting ballots will be 6 p.m. on the day of the election, with ballot counting commencing by 7 p.m. The vote count will be held at the BWVC with appropriate Covid measures in place. There will be room for visitors, although the committee will ask for safe spacing. Results will be posted on the bulletin boards and the Village website the day following the vote count.

The committee has delivered 17 welcome packets to new residents this year. If you are a new resident, and haven't received one, see me tonight or send an email to the Registration Committee.

Respectfully submitted, Elizabeth Varley

Registration Report – Thank you!

### **11.10 Safety – Simon Hamermesh**

Welcome to Fall.

The Safety Committee does not have many updates and continues to be generally interested in signage neighborhood traffic safety. Sign installation is progressing slowly. We have a number of signs in our possession, as well as some of the necessary hardware for installation. In addition to our signage needs, we are also being more considerate of the need to maintain the ones we currently have, including cleanings, straightening up, and trimming foliage for visibility. If anyone has any requests or concerns, please do not hesitate to contact me or other members of the Safety Committee.

The Orleans/Harvey curb and crosswalk improvements project is still undergoing. Lately there have been a few developments in the form of a collapsed drain. We will continue to pursue this project with a careful eye on the subtle adjustments to plans that are part of this challenging process.

The Wilmapco Ardens Transportation Plan is in the public feedback phase. Please add your opinions to the survey. The link is available at the Safety Committee website and a number of other places. Reach out if you need help locating it. There is a Public Workshop scheduled for Tuesday October 25 6-8 at the Buzz.

Thanks go to Brooke Bovard for her help adding some signage to the neighborhood for the Faire, and her general helpful disposition, but mostly in this instance for her help tracking down a gas leak at the Field Theatre and organizing the appropriate resources to see it repaired.

The Safety Committee also wants to recognize all of the volunteers, especially the Claymont Fire Company, for the work done at the Arden Fair. This Chair did not and still

does not understand the scope of this operation but am grateful for its undertaking and quality.

It is Fall, the time of year to keep an eye out on the roads for clogged storm gutters and pedestrian school children. Please be aware and courteous.

Be kind to each other and feel free to attend our standing meetings, the second Wednesday of each month, in person at 7:30, at the Buzz Ware Village Center.

Safety Report – Thank you!

**12.0 Governance Task Force**

Since our last report in June, the full committee did not meet over the summer. The Government Task Force met in September with a presentation from the Trustees and held an open public meeting on Tuesday, September 20. The sub-committee on ordinance and policy has been very active and has reviewed and confirmed recommendations on all but two existing ordinances. Members of this sub-committee are John Scheflen, Kate Threefoot, and Beverly Clendening. The Charter sub-committee has confirmed many sections of the charter and will be checking the sections on Arden Committees from October through the end of this year. This sub-committee includes Steve Benigni, Lynda Kolski, Barbara Macklem, and Ray Seigfried. The Task Force meeting schedule for the rest of the year is as follows

Month	Sub-committee ordinance	Sub-committee Charter	Full Committee	Public Meeting
October	Thursday 13	Monday 24	Thursday 27	none
November	Thursday 17	Thursday 17	Tuesday 22	none
December	Thursday 15	Thursday 15	None	None
				January 17

Governance Task Force – Thank you!

### **13.0 Old Business**

#### Schroeder Trust update **Schroeder Trust Review Update** **September 30, 2022**

Progress has been made on the Schroeder Trust review process and final document completion. As a result of many Village review sessions over the last 6 months, all advertised in multiple formats, an updated draft, with specific elements clarified for establishing a final Trust document, has been submitted to Ted Rosenthal, Village Attorney, for his review. Once returned to us by Ted the proposed format of the Trust will be shared with the Village for final review and eventual vote. It was hoped that version would be available for the September Town Assembly, but unfortunately it is still forthcoming.

As soon as the working group has more to share with the Village we will do so in as prompt a manner as possible.

Respectfully Submitted,

Skip Bailey

Schroeder Trust Working Group

### **14.0 New Business**

Mike Curtis – Add a motion to January 2023 Town Assembly agenda under Old Business  
- Motion for all future assessment would go to referendum.

### **15.0 Good & Welfare**

Jeff thanked all for coming out and he expressed his appreciation because he believes it is highly valuable the connectivity in an in-person meeting that is beyond what you can get from a zoom meeting. Applause and thank you Jeff.

**16.0 Motion to Adjourn**

Adjournment meeting at 9:58 p.m.

Respectfully submitted,

Elizabeth Resko, Town of Arden Secretary

**All are welcome Hither**

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting

Please note: Those attending Town Meetings are eligible to vote are 18 years of age \*or older.

Attachments Follow next page

**Trustees of Arden  
Financial Report  
Town Meeting October 3, 2022**

**Current Assets**

Schroeder Bequest (Arden B&L)	\$	20,880.23
Schroeder Bequest (Vanguard)		218,810.92
Trust Reserve (Arden B&L)		101,663.27
Trust Reserve (Vanguard)		17,893.27
M & T Checking Account		179,275.55
<b>Total Cash &amp; Equity</b>	<b>\$</b>	<b>538,523.24</b>
Land Rent Receivable		46,527.05
<b>Total Current Assets</b>	<b>\$</b>	<b>585,050.29</b>

**Income & Expenses**

**Income Mar 25-2022-Sep 25-2022**

Land Rent Received	\$	760,397.13
Other Income-All Sources		2,506.79
<b>Total 2021-22 Operating Income</b>	<b>\$</b>	<b>762,903.92</b>

**Expenses Mar 25-2022-Sep 25-2022**

Village of Arden	\$	100,000.00
Trust Administration*		7,845.06
New Castle County and School Tax		485,029.50
Tax Rebates to Leaseholders		44,644.04
<b>Total 2022-23 Expenses</b>	<b>\$</b>	<b>637,518.60</b>
<b>Surplus or (Deficit)</b>	<b>\$</b>	<b>125,385.32</b>

\*(Salary, Payroll Tax, Legal, Audit, Bookkeeping, Office Rent, Operations)



**2023 – 2024 ARDEN BUDGET BALLOT**

for the expenditure of Town funds for the fiscal year beginning March 25, 2023, and ending March 24, 2024  
 See accompanying notes to Fiscal Year 2023-2024 Arden Budget Ballot on back of this form

PROJECTED INCOME			PROJECTED EXPENSES		
	Notes		Non-Discretionary Expenses	Notes	
Land Rent	1	\$ 777,000	County Taxes	7	\$ 120,395
Delaware Municipal Street Aid*	2	\$ 18,500	School Taxes	7	\$ 446,919
Interest and Other Income	3	\$ 18,300	Trash Service	8	\$ 69,278
Buzz Ware Village Center	4	\$ 30,900	Trust Administration	9	\$ 28,268
American Rescue Plan Act	5	\$ 219,926	Village Non-Discretionary	10	\$ 60,850
			Buzz Ware Operations	11a	\$ 30,800
			Buzz Ware Renovation Fund	11b	\$ 2,000
			Delaware Municipal Street Aid	12	\$ 18,500
			American Rescue Plan Act	13	\$ 219,926
<b>Total Projected Income</b>		<b>\$ 1,064,626</b>	<b>Total Non-Discretionary Expenses</b>		<b>\$ 996,736</b>
<b>Reserve Funds</b>	6	<b>\$ 180,407</b>	<b>Proposed Discretionary Expenses</b>		<b>\$ 88,100</b>
<b>TOTAL Funds Available</b>		<b>\$ 1,245,033</b>	<b>TOTAL Expenses</b>		<b>\$ 1,084,836</b>

**DIRECTIONS FOR VOTING:** Please choose one of the following - either #1 OR #2:

**#1.** Approve or disapprove the entire budget by marking an X in the box next to your choice.

I approve of the entire budget.....

I disapprove of the entire budget.....

**OR**

**#2.** Disapprove individual items by marking an X in the accompanying box (X).

Any items not marked will be counted as approved.

If you choose to disapprove individual items below, DO NOT mark either of the items in #1 above.

	NOTES*	Disapprove		NOTES*	Disapprove
Advisory Committee	14	\$ 100 <input type="checkbox"/>	Safety Committee: General	23	\$ 3,400 <input type="checkbox"/>
Archives Committee	15	\$ 1,800 <input type="checkbox"/>	Safety: State Roads	24	\$ 1,000 <input type="checkbox"/>
Board of Assessors	16	\$ 100 <input type="checkbox"/>	Buzz Ware Support	25	\$ 5,000 <input type="checkbox"/>
Budget Committee	17	\$ 100 <input type="checkbox"/>	Donations – ACRA	26a	\$ 2,000 <input type="checkbox"/>
Civic Committee	18	\$ 58,000 <input type="checkbox"/>	Donations – Arden Page	26b	\$ 500 <input type="checkbox"/>
Community Planning Committee	19	\$ 500 <input type="checkbox"/>	Donations – Arden Library	26c	\$ 1,200 <input type="checkbox"/>
Forest Committee	20	\$ 8,000 <input type="checkbox"/>	Donations – Fire Companies	26d	\$ 1,600 <input type="checkbox"/>
Playground Committee	21	\$ 4,000 <input type="checkbox"/>	Donations – Arden Club	26e	\$ 500 <input type="checkbox"/>
Registration Committee	22	\$ 300 <input type="checkbox"/>	Contingencies	27	\$ 10,000 <input type="checkbox"/>

**TOTAL PROPOSED BUDGET EXPENSES: \$ 98,100**

**Policies below are for information only. Policy adoption is addressed at town meetings.**

1. The total approved expenditure limits the fiscal year (FY) expenditure to that amount unless additional funds are approved by referendum. Funds may be shifted between line items with approval of the committees involved and the Town Treasurer.
2. There are funds that are available to the Village and its committees that are outside of the scope of this budget and are governed by policies set up by the Village.
3. Income received by a committee outside of this budget will be earmarked for that committee to spend above the budgeted money approved by referendum. In addition, those monies can be carried over year over year for that committee with approval of the Town Treasurer.

**\*Notes to 2023–2024 ARDEN BUDGET BALLOT • Prepared September 2022**

**INCOME:**

1. **Land Rent** – Based on Assessors’ report from June 2022 Town Meeting. Note that Trustees will transfer money to the town to cover Town’s budget.
2. **Delaware Municipal Street Aid** – Annual street aid. The State of Delaware is providing funds for the FY 2024.
3. **Interest and other income** – Income from the following sources:
  - a. Rights-of-way
    - i. Cable – \$8,600
    - ii. Antenna – \$6,500
  - b. Investment income – \$1,500 (No longer includes investment income from the Schroeder estate).
4. **Buzz Ware Village Center (BVWC)** – Estimated income for 2023/2024 based on projected revenues from rentals, programs, grants, and donations.
5. **American Rescue Plan Act** – Funds received from federal grant to jumpstart the economy after Covid19. Subject to local restrictions.
6. **Reserve** – Combination of Trustees’ Prudent Reserve \$136,362 and Town’s Prudent Reserve \$14,045 and accrued capital funds of \$30,000. (Excludes \$8,586 expected Trustee difference between expenditures and revenue).

12. **Delaware Municipal Street Aid (MSA)**– Annual street aid is decided in the actual fiscal year, so this is an estimate. MSA is a pass-through expense and the village will spend only what the state provides.
13. **American Rescue Plan Act (ARPA)** – Specific expenditures will be subject to approval at town meeting in accordance with the guidelines for the ARPA program. Not to exceed remaining balance.

**DISCRETIONARY BUDGET EXPENSES:**

**NOTE:** Committee budgets remain at 2022-2023 levels:

**NON-DISCRETIONARY EXPENSES:**

7. **Property Taxes** –The New Castle County property and school taxes are grossed up to include rebates paid to qualifying leaseholders.
8. **Trash/Recycle Service** – 3-year contract with Trash Tech includes a 3% annual increase.
9. **Trust Administration**
  - a. Audit – \$5,483
  - b. Professional legal – \$6,542
  - c. Administrative/Operations – \$13,771
  - d. Office Rent – \$2,472
10. **Village Non-Discretionary Expenses**
  - a. Operation and Legal Fees – \$27,250
  - b. Insurance – \$12,900 (Trust and Village)
  - c. Salaries – \$18,150 (Secretary, Treasurer, and Bookkeeper)
  - d. Payroll taxes – \$2,550
11. **Buzz Ware Village Center**
  - a. **Operations** – Estimated expenses for operating the facility and running programs. This entry includes all utilities, payroll, licenses and fees to operate the building. Entry does not include insurance expenses for operating and maintaining the facilities (note 10).
  - b. **Renovation Fund** from Arden of \$2,000 matches other villages’ recent annual contributions.

14. **Advisory Committee**
15. **Archives Committee**
16. **Board of Assessors**
17. **Budget Committee**
18. **Civic Committee**
19. **Community Planning Committee**
20. **Forest Committee**
21. **Playground Committee**
22. **Registration Committee**
23. **Safety Committee**
24. **Safety: State Roads** – Signage, upkeep, and speed enforcement on Harvey and Marsh
25. **Buzz Ware Support** – Village support for BVWC based on prior years’ experience in Maintenance & Operations. These funds would only be used in case of budget income shortfall from rentals.
26. **Town Expenses**
  - a. ACRA Donations
  - b. Arden Page Donations
  - c. Arden Library Donation
  - d. Fire Companies Donation
  - e. Arden Club Donation
27. **Contingencies** – This is a pass-through expense, it is not funded using money collected for land rent. Expenses occur only when the contingency fund is not fully funded.

**BALLOTS MUST BE RECEIVED BY 6:00PM  
TUESDAY, NOVEMBER 8th**

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

**Village of Arden**  
**Statement of Financial Position**  
**As of September 30, 2022**

		Notes
<b>Checking/Savings</b>		
1000 · TD Bank Checking Account	123,194	includes \$486.99 TD bank Buzzware Debit Card
1010 · TD Bank MSA Checking Account	2,749	Municipal Street Aid
1010 · TD Bank Money Market Account	357,332	
		BuzzWare \$388, Schroeder \$14,971 Village
1032 - Arden Building & Loan	31,131	\$15,772
1050 - Fidelity Investments - net value @ 9/30/22	386,283	Schroeder Bequest - initial investment \$301,002
<b>Total Cash</b>	<b>900,689</b>	
<b>LIABILITIES</b>		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	12,230	
<b>FUND BALANCES</b>		
Buzz Ware Renovation Fund	54,081	
J Schroeder Bequest	401,254	
Memorial Garden	7,359	
Municipal Street Aid	10,829	
Capital Maintenance Fund	30,000	
Village - cash available to meet budgeted expenses @ 9/30/22	107,115	
Vacant Dwelling Fund	27,537	
Delaware Invasive Species Council Grant	750	
Playground Grant	30,465	
ARPA Funds	219,068	



UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Activity  
As of September 30, 2022

	<u>3/25/21- 9/30/22</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
4000 · Transfer from Trustees - Land Rent	100,000	-		
4100 · Donations, grants, rentals	1,160	-		
4510 · Franchise Fee Receipts	23,710	-		
4900 · Interest Income	72	-		
<b>Total Revenue</b>	<u>124,942</u>	<u>-</u>		
<b>Expenses</b>				balance left in budget
6000 · Payroll & Payroll Taxes	9,451	18,448	51.23%	8,997
6300 · Administrative Expenses	15,520	33,762	45.97%	18,242
8000 · Committee Expenses - see detail below	16,549	84,300	19.63%	67,751
8010 · Contributions & Donations	5,800	5,800	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	33,630	67,260	50.00%	33,630
<b>Total Expense</b>	<u>80,950</u>	<u>219,570</u>	<u>36.87%</u>	<u>138,620</u>
<b>Surplus (deficit)</b>	<u>43,992</u>	<u>(219,570)</u>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	100		100
Archives	528	1,800	29.33%	1,272
Board of Assessors	-	100	0.00%	100
Budget	-	100	0.00%	100
Buzz Ware - Renovation Fund	-	2,000	0.00%	2,000
Buzz Ware - general operating support	1,272	5,000	25.43%	3,728
Civic	14,185	58,000	24.46%	43,815
Community Planning	-	500	0.00%	500
Forest	172	8,000	2.15%	7,828
Playground	-	4,000	0.00%	4,000
Registration	-	300	0.00%	300
Safety	392	4,400	8.92%	4,008
	<u>16,549</u>	<u>84,300</u>	<u>19.63%</u>	<u>67,751</u>

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

	Special Village Funds																			
	BuzzWare		Buzz renovation		J. Schroeder Bequest		Memorial Gardens		MSA		Capita/Maint/Re pair Fund		Vacant Dwelling Fund		Playground Grant		ARPA Funds		Delaware Invasive Species Council Grant	
	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	3/25/21 - 9/30/22	
<b>Revenue</b>																				
4000 - General Funds - Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4010 - Donations	-	2,789	-	-	1,150	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4100 - Program Donations	2,296	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4300 - Grants	-	-	-	-	-	-	-	-	18,580	-	-	-	-	-	-	-	-	109,105	-	750
4400 - Rentals	17,369	5,090	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-	-	-	-	-	-	3,500	-	-	-	-	-	-	-	-
4900 - Interest & Dividend Income	7	-	2,795	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5REC	-	648	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9300 - Unrealized loss on investments	-	-	(77,204)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>19,672</b>	<b>8,507</b>	<b>(74,409)</b>	<b>1,150</b>	<b>18,580</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,580</b>	<b>-</b>	<b>3,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>109,105</b>	<b>-</b>	<b>750</b>	<b>-</b>
<b>Expenses</b>																				
6000 - Payroll & Payroll Taxes	12,052	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6300 - Administrative Expenses	267	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6310 - Janitorial Supplies	951	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	2,304	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/Alarm/Monitoring	455	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7600 - Repairs & Maintenance	4,155	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8000 - Program Expenses	759	2,475	-	3,569	10,500	-	-	-	-	-	77	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>20,943</b>	<b>2,475</b>	<b>-</b>	<b>3,569</b>	<b>10,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,500</b>	<b>-</b>	<b>77</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>(1,272)</b>	<b>6,032</b>	<b>(74,409)</b>	<b>(2,419)</b>	<b>8,080</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,080</b>	<b>-</b>	<b>3,423</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>109,105</b>	<b>-</b>	<b>750</b>	<b>-</b>
Carried forward fund balance		48,049	475,663	9,778	2,749	30,000	24,114	30,465	109,963	-										
<b>Fund balance</b>		<b>54,081</b>	<b>401,254</b>	<b>7,359</b>	<b>10,829</b>	<b>30,000</b>	<b>27,537</b>	<b>30,465</b>	<b>219,068</b>	<b>750</b>										



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## NEW CASTLE COUNTY PROPERTY REASSESSMENT

### Tyler Technology's Field Visit – FAQ

**WHAT WILL A DATA COLLECTOR DO WHEN HE/SHE COMES TO MY PROPERTY?**  
Here are a few examples of what the data collector will check: current use; measurements of the exterior; number of stories; construction materials; room, bed, and bath count; out buildings, pools, decks; type of heating; finished basements, attic use, etc.; verify recent sales if any; ask questions related to the interior of the property to determine the quality and condition of the dwelling. He/she will NOT be collecting any information on personal property, such as artwork, furniture, home décor or appliances.

**HOW WILL I KNOW WHEN DATA COLLECTORS ARE SCHEDULED TO BE IN MY NEIGHBORHOOD?** This notice is being communicated to property owners a few weeks before we anticipate visiting your property. Only those receiving a notice can anticipate a visit.

**HOW LONG WILL THE INSPECTION TAKE?** Typical properties take 15 to 20 minutes to inspect. Large dwellings will require more time. You are encouraged to accompany the data collector during the inspection, as he/she verifies the data currently on record or lists any new data as it is collected for the property.

**WILL I KNOW AHEAD OF TIME WHICH DATA COLLECTOR WILL BE INSPECTING MY HOME?** We cannot guarantee which data collector will be at your specific home. Note that all data collectors have been background checked prior to the start of the project.

**DO I HAVE TO COOPERATE WITH TYLER?** We encourage all taxpayers to participate in all aspects of the reassessment project. It is crucial that everyone is a partner with us to ensure accurate data collection for all.

**WHAT IF I'M NOT HOME WHEN THE DATA COLLECTOR VISITS?** Data collectors will attempt to inspect your property during normal business hours Monday through Friday. It is possible that some field inspections will occur over the weekend. If the data collector cannot gain access to your property, Tyler will have to estimate what is in the interior of your property based on similar properties.

**DO I HAVE TO LET THE DATA COLLECTOR INSIDE?** Owners and occupants are not obligated to allow data collectors to enter their property, however, may choose to do so if there are circumstances that warrant the data collector's consideration.

**WILL I BE AFFORDED THE OPPORTUNITY TO REVIEW THE DATA COLLECTED FOR MY PROPERTY?** Yes. Once the data has been collected for your property, you will receive a data mailer that details the information collected. You will be encouraged to correct any data prior to the value being placed on your property.



**Tyler's Field Inspection – What You Can Expect During Our Visit**

- ✓ *All Staff Clearly Identified by Tyler Technologies Vest*
- ✓ *Adherence to Current Local COVID Protocols Always*
- ✓ *Working in Conjunction with New Castle County Assessor's Office*
- ✓ *Professional & Courteous Staff*



**Need For More Information?**

FIND MORE INFORMATION ABOUT TYLER TECHNOLOGIES APPRAISAL SERVICES

<https://empower.tylertech.com/New-Castle-County-Delaware>