The Town of Fenwick Island

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REGULAR MEETING OF THE TOWN COUNCIL

August 26, 2016, at 3:30 p.m.
Town Hall

AGENDA

Flag Salute and Call to Order

1. President's Report
2. For Discussion and Possible Action:
   - Holiday Pole Lights Funding — Council Member Bunting
   - Potential Revision - existing FAR Regulation — Council Member Bunting
3. Approval of Minutes from July 22, 2016 Regular Council Meeting
4. Treasurer's Report
5. Town Manager's Report
6. Department Reports: Building, Public Works, Beach Patrol and Police
   Committee Reports: Charter and Ordinance, Beach, Environmental, Technology, Business Development, Ad *hoc* Election
   Charter and Ordinance Reading:
   - Proposed Second Reading – Chapter 146 – Taxation — C&O Chair, Bill Weistling
   - Proposed Second Reading – Chapter 120 – Property Maintenance — C&O Chair, Bill Weistling
   - Amended Proposed Second Reading-Chapter 120- Property Maintenance — C&O Chair, Bill Weistling
7. Old Business
8. New Business
9. Upcoming Events and Meetings

a.	Sept 1	10:00 a.m.	Council Workshop – Town voting/election regulations
b.	Sept 5	Labor Day	Town Hall Closed
c.	Sept 6	9:30 a.m.	Charter and Ordinance Committee Meeting
d.	TBD	2:30 p.m.	Environmental Committee Meeting
e.	TBD	2:00 p.m.	Business Development Meeting
f.	TBD	10:30 a.m.	Technology Committee Meeting
g.	Sept 26	3:30 p.m.	Regular Council Meeting

10. Public Participation
11. Adjournment

This Agenda is subject to change to include additional items, including Executive Sessions or the deletion of items as in accordance with provisions within Title 29, Chapter 100. Freedom of Information Act. Persons with disabilities requiring special accommodations please contact Town Hall 72 hours in advance. No video conferencing will be conducted.

Posted: August 19, 2016

Fenwick Island Treasurer's Report

August 2016 Monthly Report

Summary The monthly report is a summary of all account balances through **July 31, 2016** and other pertinent financial information since the prior month's Town Council meeting.

Cash Balance

- Beginning cash balance 7/1/2016 $1,931,423.19
- Ending cash balance 7/31/2016 $1,763,299.39
- Reserve Realty Transfer Tax Funds $ 1,355,826.31 **included above in cash balances*

FY 2016 Operating Budget (8/1/15-7/31/16)

- 105.02% of Budgeted Income
- 103.88% of Budgeted Expenses

Realty Transfer Tax (1.5% local tax)

- Taxes collected in July $ 7,425.00
- Total taxes collected in FY16 $107,820.64

Outstanding Property Taxes

- $4,769.99

Revenue Highlights

- 100.24% of real estate property tax budget (collected $3,908.16 in July)
- 119.92% of rental receipt tax budget (collected $ 21,789.81 in July)
- 148.42% of parking violations budget (collected $5,500.00 in July)

Municipal Street Aid Report

- $1,291.99 in expenses.
- $0 in deposits. MSA *Balance $ 34,676.54*

Dedicated Street Fund Report

- $75.00 in expenses.
- $742.50 in deposits. DSF *Balance $ 45,821.35*

Parks & Recreation Fund Report

- $ 440.53 in expenses.
- $1,171.25 in deposits. Parks & Rec *Balance $ 2,532.32*

R. Gardner Bunting, Treasurer

TOWN OF FENWICK ISLAND
MONTHLY RECONCILIATION OF ACCOUNTS
JULY 2016

Account Categories	Account	Beginning Balance	Ending Balance
Town of Fenwick Island	General Fund Checking (PNC)	$ 60,890.07	$ 83,965.95
	Payroll Fund (PNC)	$ 2,343.28	$ 67,797.46
	Checking (BOC)	$ 500.00	$ 500.00
	ICS Savings (BOC)	$ 250,080.47	$ 120,190.83
	Petty Cash	$ 200.00	$ 200.00
	Total	**$ 314,013.82**	**$ 272,654.24**
Municipal Street Aid	Checking (PNC)	**$ 35,968.53**	**$ 34,676.54**
Special Reserve Accounts			
	Parks & Recreation (PNC)	$ 1,801.60	$ 2,532.32
	Beach Replenishment (BOC)	$ 37,132.43	$ 37,150.13
	Dedicated Street (Bk.of Del.)	$ 45,153.85	$ 45,821.35
	Beach Committee (BOC)	$ 2,909.24	$ 7,858.40
	Total	**$ 86,997.12**	**$ 93,362.20**
Law Enforcement Grants	(all accounts--PNC)		
	SALLE (State Aid to Local)	$ 298.81	$ 1.00
	EIDE (Drug Enforcement)	$ 1.00	$ 1.00
	SLEAF (Spec. Law Enforce. Assist.)	$ 1.00	$ 1.00
	Criminal Justice Block Grant	$ 126.61	$ 126.61
	Violent Crime Grant	$ 6,650.49	$ 6,650.49
	Total	**$ 7,077.91**	**$ 6,780.10**
Realty Transfer Tax Funds (all accounts)			
	Bank of Ocean City (high yield svgs.)	$ 208,541.67	$ 208,641.08
	PNC Realty Transfer Tax (RTT)	$ 159,057.38	$ 26,847.74
	Bank of Ocean City (ICS Svgs)	$ 1,119,766.76	$ 1,120,337.49
	Total	**$ 1,487,365.81**	**$ 1,355,826.31**
Cash balance total of all bank accounts		**$ 1,931,423.19**	**$ 1,763,299.39**

Cleared balances as of July 31, 2016

**ICS Svgs definition: Insured cash sweep*

**CDARS definition: Certificate of deposit account registry service*

TOWN OF FENWICK ISLAND **FY2016 REALTY TRANSFER TAX RESERVE FUNDS**

Month Recd (Month)	Beginning Balance	Taxes Collected/Dep	Date Collected	Interest Earned	Transfers In	Transfers Out	Sussex Co. fee (1%)	Ending Balance
Aug-15 (July)	$ 1,615,205.01	$ -	*None*	$ 700.35	$ -	$ -	$ -	$ 1,615,905.36
Sep-15 (Aug)	$ 1,615,905.36	$ 16,038.00	9/21/15	$ 692.13	$ -	$801.90 to Parks & Rec $1603.80 to Ded St Fd	$ 162.00	$ 1,630,229.79
Oct-15 (Sept)	$ 1,630,229.79	$ 13,777.08	10/23/15	$ 777.63	$ -	$39,254.21 to pay capital exp	$ 139.17	$ 1,605,530.29
Nov-15 (Oct)	$ 1,605,530.29	$ 7,425.00	11/18/15	$ 729.26	$ -	$1060.11 to Parks&Rec *$742.50 to Ded St Fd* *$355.38 Supplies* $160,000 trs to BOC ICS	$ 75.00	$ 1,451,526.56
Dec-15 (Nov)	$ 1,451,526.56	$ 19,303.51	12/10/15	$ 1,011.49	$ -	$965.18 to Parks&Rec $1930.36 to Ded St Fd	$ 194.99	$ 1,468,946.02
Jan-16 (Dec)	$ 1,468,946.02	$ -	*None*	$ 729.71	$ 75,000.00 from BOC ICS	$73,864.12 to pay capital exp	$ -	$ 1,470,811.61
Feb-16 (Jan)	$ 1,470,811.61	$ -	*None*	$ 696.20	$ -	$ -	$ -	$ 1,471,507.81
Mar-16 (Feb)	$ 1,471,507.81	$ 10,439.55	3/22/16	$ 737.30	$ -	$ -	$ 105.45	$ 1,482,684.66
Apr-16 (March)	$ 1,482,684.66	$ 33,412.50	4/18/16	$ 710.51	$ -	$2192.61 to Parks&Rec $4385.21 to Ded St Fd $24302.25 capital exp	$ 337.50	$ 1,485,927.60
May-16 (April)	$ 1,485,927.60	$ -	*None*	$ 741.54	$ -	$ -	$ -	$ 1,486,669.14
Jun-16 (May)	$ 1,486,669.14	$ -	*None*	$ 696.67			$ -	$ 1,487,365.81
Jul-16 (June)	$ 1,487,365.81	$ 7,425.00	7/19/16	$ 672.13	$ -	$371.25 to Parks&Rec $742.50 to Ded St Fund $138,522.88 Capital exp	$ 75.00	$ 1,355,826.31
TOTALS FY16	**$1,615,205.01** BEGINNING BAL 8/15	**$107,820.64** TAXES COLLECTED		**$ 8,894.92** INTEREST	**$ 75,000.00** TRSFRS IN	**$451,094.26** TRSFRS OUT	**$ 1,089.11** COUNTY FEE	**$ 1,355,826.31** ENDING BAL 7/16

BOC ICS-Bank of OceanCity (Insured Cash Savings pays higher interest than other banks & fully insured)
Parks & Recreation - 5% of monthly taxes collected
Dedicated Street Fund - 10% of monthly taxes collected
Capital Expenses - Once bills are paid out of general fund, any bills towards capital expenses get transferred out of RTT and deposited to the general fund.
The Sussex County 1% fee column is just to show what portion Sussex County received. We did not get those funds. They do not get added or subtracted to the figures above.

Total FY16 Transfers Out
To Parks and Recreation Account $5,391.05
To Dedicated Street Fund Account $9,404.37 *see note below
To pay for Capital Expenses $276,298.84
Transfer to earn higher interest to BOC ICS (insured cash savings) $160,000.

Total $451,094.26

Dedicated Street Fund explanation:
For receipt of October's taxes, $1,377.71 should have been transferred out of the RTT account to the Dedicated Street Fund. However, the incorrect checkbook was used and it came out of Parks & Rec account to the Dedicated Street Fund. After finding this error on 8/24/16 (FY17), the RTT transferred $1,377.71 to the Parks & Rec account to clear this error. The Dedicated Street Fund balance will remain the same in the bank account as it already has this money (just from the wrong acct). That will then add $1,377.71 to the total amount the Dedicated Street Fund account received in FY16 to $10,782.08 which reflects that already in the DSF account in PNC.
The figure above shows $9,404.37 from RTT to DSF. Should be $10,782.07. On 8/24/16 the $1,377.71 was transferred.

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	TOTAL			
	Jul 16	Aug '15 - Jul 16	Budget	$ Over Budget
Ordinary Income/Expense				
Income				
49000 · Beach/Concession Services	0.00	15,712.00	15,712.00	0.00
43000 · Taxes and Grants				
42030 · Municipal Street Aid Grant	0.00	0.00	0.00	0.00
41020 · Property Taxes	3,908.16	691,156.17	689,483.00	1,673.17
42010 · Rental Receipt Tax	21,789.81	311,793.88	260,000.00	51,793.88
Total 43000 · Taxes and Grants	25,697.97	1,002,950.05	949,483.00	53,467.05
44500 · Charges for Services - Police	0.00	200.00		
44550 · Charges for Services - Admin				
43010 · License Fees - OC	1,000.00	56,588.50	51,800.00	4,788.50
43020 · License Fees - RU	1,185.00	24,715.00	27,010.00	-2,295.00
43030 · License Fees - RM	561.30	23,866.26	27,010.00	-3,143.74
44010 · Solid Waste Collection Fee	269.00	204,486.00	204,815.00	-329.00
44020 · Comcast Cable Fees	9,418.79	33,005.38	33,000.00	5.38
44030 · BBVFC Ambulance Service Fee	159.00	44,997.20	45,686.00	-688.80
45100 · Building Permit Fees	1,558.00	165,061.56	175,000.00	-9,938.44
Total 44550 · Charges for Services - Admin	14,151.09	552,719.90	564,321.00	-11,601.10
44800 · Fines & Forfeitures				
46100 · Penalties	2,149.51	3,953.91	4,500.00	-546.09
46200 · Traffic Fines	2,488.39	20,504.72	36,000.00	-15,495.28
46300 · Parking Violation Fees	5,500.00	17,810.75	12,000.00	5,810.75
44800 · Fines & Forfeitures - Other	100.00	-572.00	500.00	-1,072.00
Total 44800 · Fines & Forfeitures	10,237.90	41,697.38	53,000.00	-11,302.62
45000 · Investments				
47100 · Interest Income	0.00	2,678.74	3,000.00	-321.26
45000 · Investments - Other	0.00	533.42		
Total 45000 · Investments	0.00	3,212.16	3,000.00	212.16
46430 · Revenue - Admin				
41000 · Realty Transfer Tax	0.00	0.00	0.00	0.00
47170 · FOIA Copy Fee	0.00	48.50	0.00	48.50
45320 · Contractor Decals	0.00	2,070.00	2,500.00	-430.00
45330 · Bonfire Permits	2,275.00	7,985.00	8,500.00	-515.00
46400 · Other Income-Sp.Evts.,Donations				
46403 · 2014 DNREC Surface Water Grant	0.00	6,375.49		
46450 · Donations	596.00	7,218.67		
46401 · Other Income--ALA Grant	235.50	1,389.00		
46400 · Other Income-Sp.Evts.,Donations - Other	3,520.00	3,320.00	48,531.00	-45,211.00
Total 46400 · Other Income-Sp.Evts.,Donations	4,351.50	18,303.16	48,531.00	-30,227.84

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	TOTAL			
	Jul 16	Aug '15 - Jul 16	Budget	$ Over Budget
47120 · Town Hall Rental Fee	40.00	2,010.00	1,000.00	1,010.00
47150 · Photo/Audio Copy Fee	100.60	550.60	50.00	500.60
47200 · Parking Permits	4,640.00	22,635.00	18,000.00	4,635.00
47250 · Subdivision Application Fee	0.00	0.00	275.00	-275.00
47275 · Public Hearing Fee	0.00	0.00	275.00	-275.00
47300 · Income (FI Sponsorship Program)	1,850.00	5,400.00	8,000.00	-2,600.00
48100 · Insurance Reimbursements	0.00	267.69		
48200 · Income restrict purpose				
48207 · DNREC DTF Park Grant '15	0.00	21,287.50		
48206 · DNREC Recycling Grant 2015	0.00	2,062.67		
48201 · CTF Program	0.00	50,000.00		
48200 · Income restrict purpose - Other	0.00	500.00	500.00	0.00
Total 48200 · Income restrict purpose	0.00	73,850.17	500.00	73,350.17
Total 46430 · Revenue - Admin	13,257.10	133,120.12	87,631.00	45,489.12
46440 · Other Types of Revenue - Police				
46441 · Police Revenue--Pension	0.00	26,637.52	24,000.00	2,637.52
47160 · Police Accident Report Fee	50.00	225.00	250.00	-25.00
47161 · Salary OT Reimbursement	0.00	12,361.57	7,500.00	4,861.57
Total 46440 · Other Types of Revenue - Police	50.00	39,224.09	31,750.00	7,474.09
47000 · Intergovernmental Rev Lifeguard				
47280 · State Line Beach (State of DE)	0.00	45,000.00	45,000.00	0.00
47290 · State Line Beach (Sussex Co DE)	0.00	15,000.00	15,000.00	0.00
Total 47000 · Intergovernmental Rev Lifeguard	0.00	60,000.00	60,000.00	0.00
47050 · Intergovernmental Rev Police				
42795 · State Grants for Police	0.00	5,400.00		
47285 · Sussex County Police Grant	0.00	25,000.00	25,000.00	0.00
47050 · Intergovernmental Rev Police - Other	0.00	5,000.00	3,000.00	2,000.00
Total 47050 · Intergovernmental Rev Police	0.00	35,400.00	28,000.00	7,400.00
48150 · Junior Lifeguard	1,740.00	7,095.00	8,000.00	-905.00
Total Income	65,134.06	1,891,330.70	1,800,897.00	90,433.70
Gross Profit	65,134.06	1,891,330.70	1,800,897.00	90,433.70
Expense				
61100 · POLICE DEPARTMENT				
61155 · Police Dental Insurance	194.14	2,085.68	1,778.00	307.68
61110 · Police Salaries	32,750.09	391,856.64	376,756.00	15,100.64
61140 · Police Life Insurance	129.00	1,541.10	1,607.00	-65.90

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	TOTAL			
	Jul 16	Aug '15 - Jul 16	Budget	$ Over Budget
61150 · Police Health Insurance	15,084.72	91,720.08	85,864.00	5,856.08
61160 · Police Payroll Taxes	2,508.33	31,863.73	31,930.00	-66.27
61170 · Police Pension Expense	4,104.29	46,848.09	45,715.00	1,133.09
61180 · Police Workers Compensation	0.00	0.00	0.00	0.00
61210 · Police Supplies	0.00	1,055.21	4,500.00	-3,444.79
61220 · Police Office Supplies	197.50	1,182.56	2,000.00	-817.44
61310 · Police Office Equip Maintenance	25.00	1,143.65	600.00	543.65
61320 · Police Printing & Advertising	0.00	188.48	600.00	-411.52
61330 · Police Uniforms	0.00	2,670.75	6,000.00	-3,329.25
61335 · Police Mobile Computer Access	160.06	2,011.99	2,930.00	-918.01
61340 · Police Vehicle Maintenance	438.18	5,196.18	6,500.00	-1,303.82
61345 · Police Fuel	1,033.65	10,183.72	19,800.00	-9,616.28
61350 · Police Communication Equipment	0.00	214.20	1,000.00	-785.80
61380 · Police Professional Development	354.11	2,802.62	5,000.00	-2,197.38
61390 · Public Safety Bldg. Expenses	783.41	7,975.89	10,150.00	-2,174.11
Total 61100 · POLICE DEPARTMENT	57,762.48	600,540.57	602,730.00	-2,189.43
61500 · LIFEGUARDS				
61681 · Lifeguard Employee Relations	0.00	1,050.48	800.00	250.48
61673 · Lifeguard Beach Vehicle Maint.	670.00	728.72	500.00	228.72
61510 · Lifeguard Salaries--Fenwick				
61515 · Lifeguard Salaries - State	23,208.45	79,588.95		
61510 · Lifeguard Salaries--Fenwick - Other	39,405.95	125,869.65	204,760.00	-78,890.35
Total 61510 · Lifeguard Salaries--Fenwick	62,614.40	205,458.60	204,760.00	698.60
61530 · Lifeguard Payroll Taxes-Fenwick	5,988.07	19,866.17	20,664.00	-797.83
61540 · Lifeguard Workmans Comp	0.00	0.00	0.00	0.00
61610 · Lifeguard Supp & Equip-Fenwick				
61735 · Lifeguard Supp & Equip - State	0.00	360.00		
61610 · Lifeguard Supp & Equip-Fenwick - Other	405.71	4,550.10	5,000.00	-449.90
Total 61610 · Lifeguard Supp & Equip-Fenwick	405.71	4,910.10	5,000.00	-89.90
61620 · Lifeguard Uniforms	0.00	5,642.40	6,000.00	-357.60
61630 · Lifeguard Junior Guard Program	2,068.35	2,137.87	2,000.00	137.87
61640 · Lifeguard Chair & Sign Maint	295.00	3,621.75	4,000.00	-378.25
61665 · Lifeguard Professional Develop.	360.00	933.50	1,000.00	-66.50
61670 · Lifeguard USLA Certification	0.00	1,200.00	1,200.00	0.00
61675 · Lifeguard Fuel	106.03	231.42	600.00	-368.58
61710 · Lifeguard Awards & Competition	135.00	248.27	500.00	-251.73
Total 61500 · LIFEGUARDS	72,642.56	246,029.28	247,024.00	-994.72
61800 · PUBLIC WORKS DEPARTMENT				
62061 · Public Works - Yard Waste	0.00	254.40	500.00	-245.60
61845 · Public Works Dental Insurance	117.78	578.32	0.00	578.32

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	TOTAL			
	Jul 16	Aug '15 - Jul 16	Budget	$ Over Budget
61810 · Public Works Salaries	10,007.25	121,816.82	121,149.00	667.82
61830 · Public Works Life Insurance	53.75	655.00	705.00	-50.00
61840 · Public Works Health Insurance	7,637.36	42,545.45	38,862.00	3,683.45
61850 · Public Works Payroll Taxes	814.87	10,666.20	10,822.00	-155.80
61870 · Public Works Pension Expense	651.28	8,390.20	5,957.00	2,433.20
61880 · Public Works Workers' Comp	0.00	0.00	0.00	0.00
61905 · Public Works Professional Devel	0.00	107.03	500.00	-392.97
61910 · Public Works Office Supplies	0.00	102.98	100.00	2.98
61920 · Public Works Shop Supplies	117.28	3,616.19	3,500.00	116.19
61930 · Public Works Shop Equipment	40.77	3,778.64	3,800.00	-21.36
61940 · Public Works Safety Equipment	151.74	761.17	600.00	161.17
62010 · Public Works Printing & Advert	0.00	0.00	100.00	-100.00
62015 · Public Works Uitilities	77.52	4,084.42	6,115.00	-2,030.58
62020 · Public Works Bldg Maintenance	0.00	1,300.41	1,500.00	-199.59
62025 · Public Works Uniforms	120.00	1,088.48	1,000.00	88.48
62030 · Public Works Fuel	118.37	2,555.28	4,500.00	-1,944.72
62035 · Public Works Vehicle Maintenanc	90.91	6,693.21	2,500.00	4,193.21
62060 · Public Works Other Exp	0.00	0.00	0.00	0.00
62075 · Public Works CDL Testing	0.00	654.00	750.00	-96.00
62100 · Public Works Contract Services	0.00	115.00	116.00	-1.00
Total 61800 · PUBLIC WORKS DEPARTMENT	19,998.88	209,763.20	203,076.00	6,687.20
62200 · ADMINISTRATION				
62235 · Admin Dental Insurance	178.24	2,042.36	1,787.00	255.36
62210 · Admin Salaries	16,964.85	207,480.12	204,727.00	2,753.12
62220 · Admin Life Insurance	77.40	908.95	1,000.00	-91.05
62230 · Admin Health Insurance	10,796.90	60,633.52	56,415.00	4,218.52
62240 · Admin Payroll Taxes	1,271.28	17,322.22	17,734.00	-411.78
62250 · Admin Pension Expense	1,373.81	17,191.29	17,137.00	54.29
62255 · Admin Workers Comp	0.00	0.00	0.00	0.00
62260 · Admin Financial Services	197.52	5,178.02	3,007.00	2,171.02
62310 · Admin Office Equip Maintenance	535.00	4,073.85	2,500.00	1,573.85
62320 · Admin Office Supplies	363.44	4,842.73	3,000.00	1,842.73
62330 · Admin Travel Reimbursement	96.12	2,840.21	700.00	2,140.21
62332 · Admin Vehicle Acquisition	345.00	4,139.30	4,140.00	-0.70
62334 · Admin Vehicle Fuel/Maint	279.68	3,831.87	4,600.00	-768.13
62340 · Admin Printing & Advertising	494.25	3,795.46	3,050.00	745.46
62350 · Admin Professional Development	0.00	4,717.70	2,300.00	2,417.70
62360 · Admin Personnel Supplies	0.00	343.65	400.00	-56.35
Total 62200 · ADMINISTRATION	32,973.49	339,341.25	322,497.00	16,844.25
63200 · GENERAL GOVERNMENT				
63276 · Gen Gov-TH/PSB Copiers	295.33	2,034.16	1,576.00	458.16
63380 · Gen Gov Exp--Restricted Purpose				

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	TOTAL			
	Jul 16	Aug '15 - Jul 16	Budget	$ Over Budget
63389 · DNREC Recycling Grant	0.00	1,162.87		
63388 · Gen Govt--Town Parks	0.00	1,522.18		
63387 · Sussex Co. Econ. Dev. Grant	0.00	2,727.50		
63384 · Sea Level Rise Assessment	0.00	2,018.13		
63381 · Gen Gov Exp.--ALA Grant	0.00	253.51		
63380 · Gen Gov Exp--Restricted Purpose - Other	0.00	0.00	0.00	0.00
Total 63380 · Gen Gov Exp--Restricted Purpose	0.00	7,684.19	0.00	7,684.19
63205 · Gen Gov Insurance	5,875.10	160,871.66	151,984.00	8,887.66
63210 · Gen Gov Telephone & Internet	369.99	4,458.25	4,200.00	258.25
63220 · Gen Gov Website Services	135.00	2,423.00	2,800.00	-377.00
63225 · Gen Gov Legal Services	7,175.56	44,959.32	15,000.00	29,959.32
63230 · Gen Gov Audit Services	0.00	8,820.00	9,000.00	-180.00
63235 · Gen Gov Postage	151.19	3,834.41	2,660.00	1,174.41
63240 · Gen Gov Printing & Advertising	0.00	2,008.02	1,500.00	508.02
63245 · Gen Gov Utilities	533.02	5,849.75	9,700.00	-3,850.25
63250 · Gen Gov Appraisal	4,250.00	4,250.00	4,250.00	0.00
63255 · Gen Gov Emergency Mgmt	201.47	201.47	500.00	-298.53
63260 · Gen Gov Sewer	0.00	920.92	1,000.00	-79.08
63265 · Gen Gov Dues	250.00	2,474.00	2,324.00	150.00
63271 · Gen Gov Recycling & Bulk Trash	3,609.97	24,027.34	36,244.00	-12,216.66
63272 · Gen Gov Building Maintenance	158.45	3,840.65	3,500.00	340.65
63273 · Gen Gov Cell Phones	167.39	4,385.22	4,800.00	-414.78
63274 · Gen Gov Contract Services	299.00	2,943.00	2,880.00	63.00
63280 · Gen Gov Contingencies	0.00	1,117.91	500.00	617.91
63281 · Gen Gov Employee Relations	568.93	4,814.95	2,700.00	2,114.95
63285 · Gen Gov Codification	0.00	3,631.81	4,195.00	-563.19
63290 · Gen Gov Pension Administration	0.00	1,935.79	3,300.00	-1,364.21
63296 · Gen Gov Interest Expense	0.00	0.00	0.00	0.00
63300 · Gen Gov Government Liaison	0.00	1,329.23	1,500.00	-170.77
63305 · Gen Gov Supplies Median Maint	762.46	4,574.76	7,762.00	-3,187.24
63310 · Gen Gov Community Projects	2,063.68	3,490.88	2,500.00	990.88
63320 · CRS Flood Program	0.00	0.00	1,000.00	-1,000.00
63325 · Gen Gov BBVFC Ambulance Service	11,395.00	45,474.00	45,580.00	-106.00
63330 · Gen Gov Solid Waste Collection	10,226.65	120,648.05	99,615.00	21,033.05
63370 · Gen Gov Parking Permits	0.00	2,139.52	3,000.00	-860.48
Total 63200 · GENERAL GOVERNMENT	48,488.19	475,142.26	425,570.00	49,572.26
66000 · Payroll Expenses	10.58	0.00		
Total Expense	231,876.18	1,870,816.56	1,800,897.00	69,919.56
Net Ordinary Income	-166,742.12	20,514.14	0.00	20,514.14

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	% of Budget
Ordinary Income/Expense	
Income	
49000 · Beach/Concession Services	100.0%
43000 · Taxes and Grants	
42030 · Municipal Street Aid Grant	0.0%
41020 · Property Taxes	100.24%
42010 · Rental Receipt Tax	119.92%
Total 43000 · Taxes and Grants	105.63%
44500 · Charges for Services - Police	
44550 · Charges for Services - Admin	
43010 · License Fees - OC	109.24%
43020 · License Fees - RU	91.5%
43030 · License Fees - RM	88.36%
44010 · Solid Waste Collection Fee	99.84%
44020 · Comcast Cable Fees	100.02%
44030 · BBVFC Ambulance Service Fee	98.49%
45100 · Building Permit Fees	94.32%
Total 44550 · Charges for Services - Admin	97.94%
44800 · Fines & Forfeitures	
46100 · Penalties	87.87%
46200 · Traffic Fines	56.96%
46300 · Parking Violation Fees	148.42%
44800 · Fines & Forfeitures - Other	-114.4%
Total 44800 · Fines & Forfeitures	78.67%
45000 · Investments	
47100 · Interest Income	89.29%
45000 · Investments - Other	
Total 45000 · Investments	107.07%
46430 · Revenue - Admin	
41000 · Realty Transfer Tax	0.0%
47170 · FOIA Copy Fee	100.0%
45320 · Contractor Decals	82.8%
45330 · Bonfire Permits	93.94%
46400 · Other Income-Sp.Evts.,Donations	
46403 · 2014 DNREC Surface Water Grant	
46450 · Donations	
46401 · Other Income--ALA Grant	
46400 · Other Income-Sp.Evts.,Donations - Other	6.84%
Total 46400 · Other Income-Sp.Evts.,Donations	37.71%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	% of Budget
47120 · Town Hall Rental Fee	201.0%
47150 · Photo/Audio Copy Fee	1,101.2%
47200 · Parking Permits	125.75%
47250 · Subdivision Application Fee	0.0%
47275 · Public Hearing Fee	0.0%
47300 · Income (FI Sponsorship Program)	67.5%
48100 · Insurance Reimbursements	
48200 · Income restrict purpose	
48207 · DNREC DTF Park Grant '15	
48206 · DNREC Recycling Grant 2015	
48201 · CTF Program	
48200 · Income restrict purpose - Other	100.0%
Total 48200 · Income restrict purpose	14,770.03%
Total 46430 · Revenue - Admin	151.91%
46440 · Other Types of Revenue - Police	
46441 · Police Revenue--Pension	110.99%
47160 · Police Accident Report Fee	90.0%
47161 · Salary OT Reimbursement	164.82%
Total 46440 · Other Types of Revenue - Police	123.54%
47000 · Intergovernmental Rev Lifeguard	
47280 · State Line Beach (State of DE)	100.0%
47290 · State Line Beach (Sussex Co DE)	100.0%
Total 47000 · Intergovernmental Rev Lifeguard	100.0%
47050 · Intergovernmental Rev Police	
42795 · State Grants for Police	
47285 · Sussex County Police Grant	100.0%
47050 · Intergovernmental Rev Police - Other	166.67%
Total 47050 · Intergovernmental Rev Police	126.43%
48150 · Junior Lifeguard	88.69%
Total Income	105.02%
Gross Profit	105.02%
Expense	
61100 · POLICE DEPARTMENT	
61155 · Police Dental Insurance	117.31%
61110 · Police Salaries	104.01%
61140 · Police Life Insurance	95.9%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	% of Budget
61150 · Police Health Insurance	106.82%
61160 · Police Payroll Taxes	99.79%
61170 · Police Pension Expense	102.48%
61180 · Police Workers Compensation	0.0%
61210 · Police Supplies	23.45%
61220 · Police Office Supplies	59.13%
61310 · Police Office Equip Maintenance	190.61%
61320 · Police Printing & Advertising	31.41%
61330 · Police Uniforms	44.51%
61335 · Police Mobile Computer Access	68.67%
61340 · Police Vehicle Maintenance	79.94%
61345 · Police Fuel	51.43%
61350 · Police Communication Equipment	21.42%
61380 · Police Professional Development	56.05%
61390 · Public Safety Bldg. Expenses	78.58%
Total 61100 · POLICE DEPARTMENT	99.64%
61500 · LIFEGUARDS	
61681 · Lifeguard Employee Relations	131.31%
61673 · Lifeguard Beach Vehicle Maint.	145.74%
61510 · Lifeguard Salaries--Fenwick	
61515 · Lifeguard Salaries - State	
61510 · Lifeguard Salaries--Fenwick - Other	61.47%
Total 61510 · Lifeguard Salaries--Fenwick	100.34%
61530 · Lifeguard Payroll Taxes-Fenwick	96.14%
61540 · Lifeguard Workmans Comp	0.0%
61610 · Lifeguard Supp & Equip-Fenwick	
61735 · Lifeguard Supp & Equip - State	
61610 · Lifeguard Supp & Equip-Fenwick - Other	91.0%
Total 61610 · Lifeguard Supp & Equip-Fenwick	98.2%
61620 · Lifeguard Uniforms	94.04%
61630 · Lifeguard Junior Guard Program	106.89%
61640 · Lifeguard Chair & Sign Maint	90.54%
61665 · Lifeguard Professional Develop.	93.35%
61670 · Lifeguard USLA Certification	100.0%
61675 · Lifeguard Fuel	38.57%
61710 · Lifeguard Awards & Competition	49.65%
Total 61500 · LIFEGUARDS	99.6%
61800 · PUBLIC WORKS DEPARTMENT	
62061 · Public Works - Yard Waste	50.88%
61845 · Public Works Dental Insurance	100.0%

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	% of Budget
61810 · Public Works Salaries	100.55%
61830 · Public Works Life Insurance	92.91%
61840 · Public Works Health Insurance	109.48%
61850 · Public Works Payroll Taxes	98.56%
61870 · Public Works Pension Expense	140.85%
61880 · Public Works Workers' Comp	0.0%
61905 · Public Works Professional Devel	21.41%
61910 · Public Works Office Supplies	102.98%
61920 · Public Works Shop Supplies	103.32%
61930 · Public Works Shop Equipment	99.44%
61940 · Public Works Safety Equipment	126.86%
62010 · Public Works Printing & Advert	0.0%
62015 · Public Works Utilities	66.79%
62020 · Public Works Bldg Maintenance	86.69%
62025 · Public Works Uniforms	108.85%
62030 · Public Works Fuel	56.78%
62035 · Public Works Vehicle Maintenanc	267.73%
62060 · Public Works Other Exp	0.0%
62075 · Public Works CDL Testing	87.2%
62100 · Public Works Contract Services	99.14%
Total 61800 · PUBLIC WORKS DEPARTMENT	103.29%
62200 · ADMINISTRATION	
62235 · Admin Dental Insurance	114.29%
62210 · Admin Salaries	101.35%
62220 · Admin Life Insurance	90.9%
62230 · Admin Health Insurance	107.48%
62240 · Admin Payroll Taxes	97.68%
62250 · Admin Pension Expense	100.32%
62255 · Admin Workers Comp	0.0%
62260 · Admin Financial Services	172.2%
62310 · Admin Office Equip Maintenance	162.95%
62320 · Admin Office Supplies	161.42%
62330 · Admin Travel Reimbursement	405.74%
62332 · Admin Vehicle Acquisition	99.98%
62334 · Admin Vehicle Fuel/Maint	83.3%
62340 · Admin Printing & Advertising	124.44%
62350 · Admin Professional Development	205.12%
62360 · Admin Personnel Supplies	85.91%
Total 62200 · ADMINISTRATION	105.22%
63200 · GENERAL GOVERNMENT	
63276 · Gen Gov-TH/PSB Copiers	129.07%
63380 · Gen Gov Exp--Restricted Purpose	

TOWN OF FENWICK ISLAND
Profit & Loss Budget vs. Actual
August 2015 through July 2016

	% of Budget
63389 · DNREC Recycling Grant	
63388 · Gen Govt--Town Parks	
63387 · Sussex Co. Econ. Dev. Grant	
63384 · Sea Level Rise Assessment	
63381 · Gen Gov Exp.--ALA Grant	
63380 · Gen Gov Exp--Restricted Purpose - Other	0.0%
Total 63380 · Gen Gov Exp--Restricted Purpose	100.0%
63205 · Gen Gov Insurance	105.85%
63210 · Gen Gov Telephone & Internet	106.15%
63220 · Gen Gov Website Services	86.54%
63225 · Gen Gov Legal Services	299.73%
63230 · Gen Gov Audit Services	98.0%
63235 · Gen Gov Postage	144.15%
63240 · Gen Gov Printing & Advertising	133.87%
63245 · Gen Gov Utilities	60.31%
63250 · Gen Gov Appraisal	100.0%
63255 · Gen Gov Emergency Mgmt	40.29%
63260 · Gen Gov Sewer	92.09%
63265 · Gen Gov Dues	106.45%
63271 · Gen Gov Recycling & Bulk Trash	66.29%
63272 · Gen Gov Building Maintenance	109.73%
63273 · Gen Gov Cell Phones	91.36%
63274 · Gen Gov Contract Services	102.19%
63280 · Gen Gov Contingencies	223.58%
63281 · Gen Gov Employee Relations	178.33%
63285 · Gen Gov Codification	86.58%
63290 · Gen Gov Pension Administration	58.66%
63296 · Gen Gov Interest Expense	0.0%
63300 · Gen Gov Government Liaison	88.62%
63305 · Gen Gov Supplies Median Maint	58.94%
63310 · Gen Gov Community Projects	139.64%
63320 · CRS Flood Program	0.0%
63325 · Gen Gov BBVFC Ambulance Service	99.77%
63330 · Gen Gov Solid Waste Collection	121.11%
63370 · Gen Gov Parking Permits	71.32%
Total 63200 · GENERAL GOVERNMENT	111.65%
66000 · Payroll Expenses	
Total Expense	103.88%
Net Ordinary Income	100.0%

ICS for Public Funds

Through ICS®, the Insured Cash Sweep® service, you can place public funds into interest-bearing demand deposit accounts (using a demand option) and/or money market deposit accounts (using a savings option) that are eligible for FDIC insurance (which can eliminate ongoing collateral tracking burdens and having uninsured funds to footnote in financial statements). And Insured Cash Sweep makes it easier than ever for you to earn a return while protecting the public's vital resources.

Enjoy peace of mind with access to multi-million-dollar FDIC insurance. Your funds are eligible for protection that is backed by the full faith and credit of the federal government. And you can forego the need for tracking collateral on an ongoing basis, opening accounts under different insurable capacities, or managing multiple bank relationships.

The ICS demand option (where funds are placed into demand deposit accounts) offers unlimited program withdrawals. The ICS savings option (where funds are placed into money market deposit accounts) allows up to six program withdrawals per month. Your funds can be placed using either or both ICS options to best match your cash management and liquidity needs.

CDARS (Certificate of Deposit Account Registry Service)

This product is the most convenient way for safety-conscious investors to access FDIC insurance on multi-million-dollar deposits.

Earn CD-level returns which may compare favorably with those of Treasuries and other high quality investments. Enjoy the time saving convenience associated with one agreement, one rate and one regular statement...all at one bank. Take advantage of a convenience alternative to commercial paper, money market mutual funds and sweep accounts.

Approved First Reading – July 22, 2016
Proposed Second Reading – August 26, 2016

CHAPTER 146 – TAXATION

INSERT (NEW):

Article I
Real Estate Tax

§ 146-1. Real Estate Tax.

A. *All real estate taxes imposed by the Town in accordance with Section 24 of the Town's Charter shall be due and payable on or before September 15 annually.*
B. *All real estate taxes that remain unpaid thirty (30) days following the aforementioned deadline shall be subject to a penalty in an amount equal to five percent (5%) of the delinquent amount owed for each month, or fraction thereof, that such taxes remain unpaid. The penalty imposed hereby shall be collected in the same manner as the original amount of the real estate tax.*
C. *All real estate taxes that remain unpaid as of the 15th day of September shall be considered delinquent.*
D. *Whenever it shall be necessary to pursue collection of delinquent real estate taxes, the Town Council shall impose a collection charge in an amount equal to eighteen percent (18%) of the amount of the delinquent real estate tax due and the accruing penalties imposed thereon.*
E. *Whenever it shall be necessary to pursue collection of delinquent real estate taxes, the Town shall be entitled to recover, as part of the amount collected and/or any judgment obtained, the Town's costs and expenses (to include, but not be limited to, all recording fees, filing fees, court reporting charges and/or expert witness fees) and its reasonable attorney's fees.*

Re-number remaining Sections in Article I.

SYNOPSIS

This amendment is to include collection of real estate taxes, penalties and attorney's fees in Chapter 146 - Taxation.

Posted: July 28, 2016

Approved First Reading – July 22, 2016
Proposed Second Reading – August 26, 2016

Chapter 120 – Property Maintenance

Existing:

§ 120-2. Surface water and stormwater management.

In an attempt to reduce the discharge of pollutants and sediment in surface water and stormwater runoff and in an attempt to control erosion of the banks and waterways within the Town, the Town Council has adopted the following section.

A. Roof drainage system (RDS). Any equipment and/or facilities, including, but not limited to, gutters, downspouts, and piping, that are used for the purpose of transporting and disposing of roof rainwater.

1. Roof drainage systems on all new construction and/or on substantial improvements to existing properties *shall not* extend into the front or rear setbacks and shall not be located closer than five feet from the side property line.
2. Roof drainage systems on all new construction and/or on substantial improvements to existing properties shall not extend into canals, lagoons or bay waters.
3. Roof drainage systems existing at the time of enactment of this section shall be considered grandfathered and shall be permitted to remain. Said existing roof drainage systems, including sections or parts thereof that drain into canals, lagoons or bay waters, may be repaired and maintained. However, roof drainage systems grandfathered hereby shall not be enlarged or remodeled in any manner to include new or additional piping *whereby additional drainage into canals, lagoons or bay waters will occur.*

Proposed:

Insert the following new subparagraph A. to § 120-2.; re-letter existing subparagraph A. as subparagraph B. and make additional, identified changes to said subparagraph; and re-letter all following subparagraphs in § 120-2. as necessary:

A. In the following situations, a professionally engineered drainage plan shall be part of any application for a building permit:
   1. All new construction;
   2. All substantial improvements that affect property drainage; and/or
   3. All improvements that affect property drainage.

Whether or not an improvement affects property drainage, so as to require a professionally engineered drainage plan, shall be decided in the reasonable exercise of the Building Official's sound judgment. Any person aggrieved by a decision of the Building Official made pursuant to this §120-2 has the right to appeal to the Town Council within 15 days of receipt of the Building's Official's decision, by giving written notice of his or her election to do so to the office of the Town Manager and upon payment of a fee as set by resolution of the Town Council from time to time. The Town Manager shall notify the Secretary of the Town Council and shall transmit to the Secretary all the papers constituting the record upon which the decision appealed from was taken. Town Council shall set a

date, time and place for the hearing of the appeal, which time and date may be at a regular Town Council meeting or a special meeting of the Town Council, so long as the applicable notice and time requirements may be met. Notice of the appeal and scheduling of the appeal before Town Council shall be sent to the appellant at least 15 days prior to the hearing date. In the event of such an appeal, enforcement and construction activities are stayed until a decision has been reached by Town Council. Any decision made by Town Council is final.

B. Roof drainage system (RDS). Any equipment and/or facilities, including, but not limited to, gutters, downspouts, and piping, that are used for the purpose of transporting and disposing of roof rainwater.
   1. Roof drainage systems on all new construction and/or on substantial ***or other*** improvements ***affecting property drainage*** to existing properties ***may*** extend into the front or rear setbacks and shall not be located closer than five feet from the side property line.
   2. Roof drainage systems on all new construction and/or on substantial ***or other*** improvements ***affecting property drainage*** to existing properties shall not extend into canals, lagoons or bay waters ***unless properly engineered. No direct piping will be permitted.***
   3. Roof drainage systems existing at the time of enactment of this section shall be considered grandfathered and shall be permitted to remain. Said existing roof drainage systems, including sections or parts thereof that drain into canals, lagoons or bay waters, may be repaired and maintained. However, roof drainage systems grandfathered hereby shall not be enlarged or remodeled in any manner to include new or additional piping ***which would directly drain into canals, lagoons or bay waters.***

Existing:

§ 120-3. Written notice of violation.

In the event any lot owner shall fail to comply with § 120-1A, 120-1B, 120-2A or 120-2B hereof, he shall be given written notice, by certified mail, return receipt requested, of the violation, which notice shall specify the action necessary to correct the violation. The owner shall be required to take the corrective action to remedy a violation of § 120-1A, 120-2A or 120-2B within 30 days of such notice. The owner shall be required to take the corrective action to remedy a violation of § 120-1B within 10 days of such notice.

Proposed:

§ 120-3. Written notice of violation.

In the event any lot owner shall fail to comply with § 120-1A, 120-1B, 120-2A or 120-2B hereof, he shall be given written notice, by certified mail, return receipt requested, of the violation, which notice shall specify the action necessary to correct the violation. The owner shall be required to take the corrective action to remedy a violation of § 120-1A, 120-2A, 120-2B ***or 120-2C*** within 30 days of such notice. The owner shall be required to take the corrective action to remedy a violation of § 120-1B within 10 days of such notice.

Existing:

§ 120-4. Failure to comply with notice.

C. As to a violation of § 120-2A or B, the authority, but not the obligation, to take such steps as it deems necessary to cure the violation, including the option of hiring a professional and licensed contractor to perform the curative work necessary, which shall be done at the expense of the owner. The Town shall also have the authority to impose a monetary fine in the amount of $500 for each thirty-day period in which the violation is not cured.

Proposed:

§ 120-4. Failure to comply with notice.

C. As to a violation of ***§ 120-2A, B or C***, the authority, but not the obligation, to take such steps as it deems necessary to cure the violation, including the option of hiring a professional and licensed contractor to perform the curative work necessary, which shall be done at the expense of the owner. The Town shall also have the authority to impose a monetary fine in the amount of $500 for each thirty-day period in which the violation is not cured.

Approved First Reading – July 22, 2016
Approved Second Reading – August 26, 2016
Amended Proposed Second Reading – August 26, 2016

Chapter 120 – Property Maintenance

Existing:

§ 120-2. Surface water and stormwater management.

In an attempt to reduce the discharge of pollutants and sediment in surface water and stormwater runoff and in an attempt to control erosion of the banks and waterways within the Town, the Town Council has adopted the following section.

A. Roof drainage system (RDS). Any equipment and/or facilities, including, but not limited to, gutters, downspouts, and piping, that are used for the purpose of transporting and disposing of roof rainwater.

1. Roof drainage systems on all new construction and/or on substantial improvements to existing properties ***shall not*** extend into the front or rear setbacks and shall not be located closer than five feet from the side property line.
2. Roof drainage systems on all new construction and/or on substantial improvements to existing properties shall not extend into canals, lagoons or bay waters.
3. Roof drainage systems existing at the time of enactment of this section shall be considered grandfathered and shall be permitted to remain. Said existing roof drainage systems, including sections or parts thereof that drain into canals, lagoons or bay waters, may be repaired and maintained. However, roof drainage systems grandfathered hereby shall not be enlarged or remodeled in any manner to include new or additional piping ***whereby additional drainage into canals, lagoons or bay waters will occur.***

Proposed:

Insert the following new subparagraph A. to § 120-2.; re-letter existing subparagraph A. as subparagraph B. and make additional, identified changes to said subparagraph; and re-letter all following subparagraphs in § 120-2. as necessary:

A. In the following situations, a professionally engineered drainage plan shall be part of any application for a building permit:
   1. All new construction;
   2. All substantial improvements that affect property drainage; and/or
   3. All improvements that affect property drainage.

Whether or not an improvement affects property drainage, so as to require a professionally engineered drainage plan, shall be decided in the reasonable exercise of the Building Official's sound judgment. Any building permit applicant aggrieved by a decision of the Building Official made pursuant to this §120-2 has the right to appeal to the Town Council within 15 days of receipt of the Building's Official's decision, by giving written notice of his or her election to do so to the office of the Town Manager and upon payment of a fee as set by resolution of the Town Council from time to time. The Town Manager shall notify the Secretary of the Town Council and shall transmit to the Secretary

all the papers constituting the record upon which the decision appealed from was taken. Town Council shall set a date, time and place for the hearing of the appeal, which time and date may be at a regular Town Council meeting or a special meeting of the Town Council, so long as the applicable notice and time requirements may be met. Notice of the appeal and scheduling of the appeal before Town Council shall be sent to the appellant at least 15 days prior to the hearing date. In the event of such an appeal, enforcement and construction activities are stayed until a decision has been reached by Town Council. Any decision made by Town Council is final.

B. Roof drainage system (RDS). Any equipment and/or facilities, including, but not limited to, gutters, downspouts, and piping, that are used for the purpose of transporting and disposing of roof rainwater.
   1. Roof drainage systems on all new construction and/or on substantial ***or other*** improvements ***affecting property drainage*** to existing properties ***may*** extend into the front or rear setbacks and shall not be located closer than five feet from the side property line.
   2. Roof drainage systems on all new construction and/or on substantial ***or other*** improvements ***affecting property drainage*** to existing properties shall not extend into canals, lagoons or bay waters ***unless properly engineered. No direct piping will be permitted.***
   3. Roof drainage systems existing at the time of enactment of this section shall be considered grandfathered and shall be permitted to remain. Said existing roof drainage systems, including sections or parts thereof that drain into canals, lagoons or bay waters, may be repaired and maintained. However, roof drainage systems grandfathered hereby shall not be enlarged or remodeled in any manner to include new or additional piping ***which would directly drain into canals, lagoons or bay waters.***

Existing:

§ 120-3. Written notice of violation.

In the event any lot owner shall fail to comply with § 120-1A, 120-1B, 120-2A or 120-2B hereof, the property owner shall be given written notice, by certified mail, return receipt requested, of the violation, which notice shall specify the action necessary to correct the violation. The property owner shall be required to take the corrective action to remedy a violation of § 120-1A, 120-2A or 120-2B within 30 days of such notice. The property owner shall be required to take the corrective action to remedy a violation of § 120-1B within 10 days of such notice.

Proposed:

§ 120-4. Written notice of violation.

In the event any lot owner shall fail to comply with § 120-1A, 120-1B, 120-2A or 120-2B hereof, the property owner shall be given written notice, by certified mail, return receipt requested, of the violation, which notice shall specify the action necessary to correct the violation. The property owner shall be required to take the corrective action to remedy a violation of § 120-1A, 120-2A, 120-2B ***or 120-***

2C within 30 days of such notice. The property owner shall be required to take the corrective action to remedy a violation of § **120-1B** within 10 days of such notice.

Existing:

§ 120-4. Failure to comply with notice.

C. As to a violation of § 120-2A or B, the authority, but not the obligation, to take such steps as it deems necessary to cure the violation, including the option of hiring a professional and licensed contractor to perform the curative work necessary, which shall be done at the expense of the owner. The Town shall also have the authority to impose a monetary fine in the amount of $500 for each thirty-day period in which the violation is not cured.

Proposed:

§ 120-5. Failure to comply with notice.

C. As to a violation of ***§ 120-2A, B or C***, the authority, but not the obligation, to take such steps as it deems necessary to cure the violation, including the option of hiring a professional and licensed contractor to perform the curative work necessary, which shall be done at the expense of the owner. The Town shall also have the authority to impose a monetary fine in the amount of $500 for each thirty-day period in which the violation is not cured.

Re-number remaining section.

Posted: August 18, 2016

Town of Fenwick Island
Building Report

8/3/2016

July 2016

TOTAL **$49,900.00** **$1,710.00**

Permit Number	Property Description	Project Description	E.C.C.	Fees
4535	Bowen's Landscaping J Costello 36 Madison Ave **Lot** 214 1-34 23.16 185.00	597 s.f. paver walkway	**$7,500.00**	**$225.00**
4542	Celtic Builders W. Kimmel 25 W Atlantic St **Lot** 63 1-34 23.16 120.00	Replace two existing sliding doors on front of house.	**$3,000.00**	**$100.00**
4554	L. Reich 1402 Bora Bora St **Lot** 182 1-34 23.12 128.00	Two (2) pilings to install two (2) 5' x 15' floating docks	**$2,000.00**	**$100.00**
4555	W. Clark Andrews 10 Bayside Dr **Lot** 127 1-34 23.16 198.00	Remove split rail fence. Install new 3'x107' aluminum fence. (Wrought iron design)	**$1,900.00**	**$100.00**
4556	J & J Bulkheading J. Yagel 10 Oyster Bay Dr **Lot** 149 1-34 23.20 41.00	Construct 4'x20' dock	**$2,000.00**	**$100.00**
4557	Island Construction S. Zahn 17 W Farmington St **Lot** 199 1-34 23.12 87.00	Replace screens on rear porch	**$6,000.00**	**$180.00**
4558	Assorted Services Inc. S. Stroud 606 Coastal Hwy **Lot** Unit 23 1-34 23.16 145.00	Interior renovatons: water damage to kitchen, bath, flooring.	**$20,000.00**	**$600.00**

Town of Fenwick Island
Building Report

8/3/2016

July 2016

TOTAL **$49,900.00** **$1,710.00**

Permit Number	Property Description	Project Description	E.C.C.	Fees
4559	R.A. Bunting Construction J. Yagel 10 Oyster Bay Dr **Lot** 149 1-34 23.20 41.00	4' x 56' boardwalk along east and south side of house.	**$3,500.00**	**$105.00**
4560	Dennis Cappo Landscaping K. Zanelotti 6 W Bayard St **Lot** 40 1-34 23.16 104.00	250 s.f. pavers	**$2,500.00**	**$100.00**
4561	B. Hall 7 E Bayard St **Lot** 8 1-34 23.16 264.00	190' x 4' vinyl split rail fence	**$1,500.00**	**$100.00**

Fenwick Island Public Works Department

August 2016 Report

- Regular maintenance duties
- **Dune Crossovers / Beach Ends**
  - All town dune crossovers complete
  - All crossovers, except Bayard St., complete with mats and benches
  - Beach end parking area work in progress
- **FI Community Park**
  - Weeding of flower beds in progress
  - Weeding / spraying of new playground ongoing
  - Harry Haon memorial bench installed, donated by Sierra Club
  - Met w/ Mrs. McCabe with the Barefoot Gardeners Club, spoke and looked at potential area for Blue Star Memorial stone and talked about a ceremony tentatively scheduled for October 1st
  - Town marquee work in progress, cleaned off acrylic backlit sign, took to Ad-Art to get new translucent decal installed and put back in sign
- Contacted Matthew Messina of Sussex Conservation District to fix drainage pipe along Bay St. by #5 W. James St. – **COMPLETED**
- Installed stone in right of way in front of 9 W. Essex St. (new construction) and W. Bayard St along roadway
- **Town Hall**
  - Ordered / received new chairs and chair dolly for hall, put dolly together, and put out new chairs
  - Donated old red hall chairs, TV and stand to a local church
  - Had hall carpet cleaned
- Right of way cutting in progress
- Watering of medians, flower pots and flower beds weekly
- Set up town hall for Aug.6th town election
- Replaced light bulbs in Town Hall and Police Department burnt out
- Ordered / installed 4'x3' galvanized grate at 12 W. Indian St. to keep residents and visitors from falling in rock basin along street
- Purchased new 25' 2-inch fire hose and installed on water pump for watering operations
- Put flags at half-mast for recently departed state senator, flags will be put back up after August 18th
- Ordered new heaters for PW Garage, budgeted in FY17 Financial Plan
- **Lifeguard Side by Side**
  - Shifting rod in transmission repaired by Bobcat of Sussex County
  - Repaired loose rubber boot causing engine to run rough
  - Ordered / installed new coil and spark plug boot
  - Cart is out of service for broken wire in plug, gathering quotes to fix issue
- Cannon St. Park weeding in progress

Fenwick Island Beach Patrol

August 2016 Report

- Due to many guards having to return to school, we will not be back to full staff until Labor day weekend. During this time, some of the stands may not be in use but all of our beaches will be covered / guarded. We will utilize both the ATV and Side By Side to help monitor the beach and alert the public via social media.
- The patrol finished off the competition season at the USLA National Lifeguard Championships in Hermosa Beach, CA. Brad Hort repeated as National Champion winning the Men's Open 2K Beach Run to help Sussex County to a 5th place overall finish. Griifin McWilliams, Mason Sanders, and Tim Ferry completed the team from FIBP. Over 1,000 lifeguards competed and Los Angeles, CA. won top honors.
- The Junior Lifeguard program enjoyed another great season culminating with the annual Junior Lifeguard Olympics in Rehoboth. The FIBP had 81 Junior Guards this year generating close to $7,000.00. There are currently 18 lifeguards on staff who went through the Junior program.
- Lifeguards continue to provide access to the beach for patrons using the beach wheelchair, ATV, and Side by Side.
- The beach patrol continues to "tweet" various beach and water safety information and continues the Friday morning report on WGMD at 8:10 a.m..
- Statistics as of August 17: Rescues – 41
  Lost/Returned persons – 11
  Medical Emergencies – 26
  Ambulance calls - 7
  ATV / SBS requests – **602**

Fenwick Island Police Department
800 Coastal Hwy.
Fenwick Island, DE 19944

WILLIAM H. BOYDEN
Chief of Police

Emergency 911
Police Dept. 302.539.2000
Fax 302.539.2519

FENWICK ISLAND POLICE DEPARTMENT

MEMORANDUM

TO: PRESIDENT
COUNCIL MEMBERS
CITIZENS

FROM: CHIEF WILLIAM BOYDEN

DATE: August 12, 2016

SUBJECT: JULY MONTHLY REPORT

The following is the July 2016 monthly report for your review and approval:

	2016	2015
Physical Arrests/Traffic Citation	4/105	8/72
Total Number of Complaints	77	99
DUI Arrests	2	1
Criminal Citations	1	0
Parking Tickets	115	95
Time Assisting DE State Police	20 hrs.	23.5 hrs.
Time Assisting Other Agencies	8 hrs.	6hrs