



The Town of Fenwick Island

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REGULAR MEETING OF THE TOWN COUNCIL

April 1, 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:
 - a. 2016 Beach Service Bid Award Town Manager Burke
 - b. Resolution – Earth Day Town Manager Burke
 - c. Junior Lifeguard Program Fee Amendment Town Manager Burke
Captain Tim Ferry
3. Approval of Minutes from February 26, 2016 Regular Council Meeting
4. Treasurer's Report
5. Town Manager's Report
6. Department Reports: Building, Public Works, Beach Patrol and Police
7. Committee Reports: Charter and Ordinance, Beach, Environmental, Technology, Business Development, Ad hoc Parks, Ad hoc Election, Planning Commission
Charter and Ordinance Readings - Council Member Weistling
 - a. Proposed Second Reading – Chapter 160-4B (Residential Zone) and Chapter 160-5B (Commercial Zone) to allow an increase of the rood height based on freeboard of a building height of not more than 32 feet.
8. Old Business
9. New Business
10. Public Participation
11. Upcoming Events and Meetings
 - a. Apr. 5 9:30 a.m. Charter and Ordinance Committee Meeting
 - b. Apr. 12 2:30 p.m. Planning Commission Meeting
 - c. Apr. 14 2:30 p.m. Environmental Committee Meeting
 - d. TBD 10:30 a.m. Technology Committee Meeting
 - e. Apr. 21 2:00 p.m. Business Development Committee Meeting
 - f. Apr. 21 9:30 a.m. Ad hoc Election Committee Meeting
 - g. Apr. 22 9:00 – 11:30 a.m. Earth Day Celebration – Town Hall
 - h. Apr. 22 3:30 p.m. Regular Council Meeting
 - i. Apr. 27 1:00 p.m. Budget Committee Meeting
12. 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: March 24, 2016

DRAFT
Revised
4:35P 3/28/16
M.B.

TOWN OF FENWICK ISLAND, DELAWARE

Minutes of the February 26, 2016, Regular Council Meeting

Call to Order and Flag Salute at 3:30 p.m. by Mayor Langan

Council in Attendance: Gene Langan, Diane Tingle, Bill Weistling, Gardner Bunting, Julie Lee, Richard Mais

Excused Absence: Roy Williams

Staff in Attendance: Town Manager Burke, Town Clerk Poole, Public Works Supervisor Reed, Building Official Schuchman, Police Chief Boyden, Lieutenant John Devlin

PRESIDENT'S REPORT

- Mayor Langan updated Council Members that DNREC has equipment on the beach moving sand. Unfortunately, the Army Corp of Engineers announced last week that no beach replenishment would occur in Fenwick Island until the fall of 2017. Dewey and Rehoboth Beach are scheduled for the fall of 2016. Mayor Langan and Town Manager Burke have been working with Senator Hocker, Representative Gray, Tony Pratt and Senator Carper to get funding assistance for Fenwick Island. Senator Hocker has written a letter to the Army Corp of Engineers that Bethany, South Bethany and Fenwick Island be included this year for beach replenishment. Fortunately, Fenwick Island had minimal damage compared to the other coastal towns, so the town is low priority even though the estimates are the town lost about 30-40% of the dunes.
- Senator Hocker noted that at some point the towns are going to have to start funding some of the beach replenishment. Mayor Langan stated that this will be an item to discuss in the upcoming budget meetings.
- Mayor Langan announced the Joshua Freeman Valor Award was presented to Lieutenant John Devlin. Lieutenant Devlin setup a charitable fund and collected over \$20,000 to assist Officer Lowe new son's medical needs. Along with his regular duties and working shifts for Officer Lowe, John was informed that his older brother was diagnosed with stage three throat cancer. So along with the extra work schedule, assisting Officer Lowe needs he commuted back and forth to Philadelphia to take care of his brother and assist with his medical needs and daily activity. Chief Boyden announced this is the third year a Fenwick Officer has won this award.
- Mayor Langan asked Town Manager Burke to present Employee Recognition Award Certificates to Chief William Boyden for 13 years of service. Chief Boyden announced a five year award to Sargent Parsons who was absent due to scheduling. Congratulations to both employees.

TOPICS FOR DISCUSSION AND POSSIBLE ACTION

- **Forestry Grant (application) – Town Manager Burke** – The Delaware Forest Service & Community Forestry Program is accepting grant applications, deadline to apply is March 4th. Town Manager Burke believes that this would be a good grant for the town to apply for. The grant is for trees only with a minimum of \$500 / maximum \$5,000 and is 100% funded. The staff has suggested

several locations for new trees if Council is interested.

Motion – Motion made for Town Manager Burke to proceed with the Forest Grant Application – Council Member Weistling

Second – Council Member Mais

Discussion – None

Vote: (6-0)

- **DE Department of Agriculture Forest Service – Laura Yowell, Sussex Co. Forester** – Talked about the issues with the Black Pines in town. Ms. Yowell stated that after reviewing the trees in question, it was discovered the trees have pine wilt. Pine wilt takes a tree from being healthy and green to sudden browning and death of the pine tree. Pine wilt only affects the non-native pines such as black pine, scotch pines and Australian pines. There are two main pines in Fenwick Island, one is a black pine and the other is a loblolly pine. This is important as only the black pine gets pine wilt and there is no known treatment. Pine sawyers beetle feed on stressed and dying trees. Unfortunately many trees in the coastal areas are stressed due to sandy soils and saltwater intrusion. New construction can also damage tree roots without leaving visible damage to the trees. Once a tree is infected with pinewood nematode, complete removal is highly recommended. This means that the tree must be cut down and either chipped, burned or disposed of at a landfill.
- **FY 2016 Fee Schedule (amendment) – Town Manager Burke** – Parking Permit fees for the summer of 2016. Residents complained that the beach ends were crowded. Each property owner is issued one blue parking permit with the option of purchasing two additional permits. Suggestions of reducing the number of additional permits from two to one or increasing the cost from \$75 to \$150 were discussed. Most of the additional permits are purchased in May and June. Discussions continued between Council Members. Council Member Weistling thought the fee should be raised to \$150 but Council Member Lee stated that the fee was already raised to \$75 last year and she was not sure why an increase was necessary. Chief Boyden suggested parking stickers for the property owners. Council Member Weistling stated that makes it difficult for property owners who rent and allow their renter to use the property blue parking permit. Discussions will continue at the Budget Committee meetings.
- **Amend Resolution #37-2009 – Special Events (form) – Town Manager Burke** – The attached Resolution will amend the language that was passed on September 25, 2015.

NOTICE

Resolution #75-2016

Amendment to “Special Events” Rules & Regulations

On June 26, 2009, The Fenwick Island Town Council

Passed the Following Resolution #37-2009

Town of Fenwick Island “Special Event” Rules & Regulations

- 4. Police coverage will be required for all "Special Events" and the permit holder will incur an hourly expense for such coverage. A "Special Event" permit may not be issued to parties larger than 75 without the approval of the Town Council.
- 5. "Special Events" permit fees are non-refundable.

This wording will replace the changes as set in the Fee Schedule, September 25, 2015, for the "Special Events" Application Form Rules & Regulations as set by Resolution #75-2016.

Attest: _____
Linda M. Poole, Town Clerk

Eugene Langan, President of Council

Diane B. Tingle, Council Secretary

I, Diane B. Tingle, Secretary of the Town Council, of the Town of Fenwick Island, Delaware, do hereby certify that the foregoing is a true and correct copy of the Resolution passed with the noted exception by the President and Council at a meeting on January 22, 2010, at which a quorum was present and voting throughout and the same is still in force and effect.

Date

Diane B. Tingle, Council Secretary

- **Motion** – Motion made to amend the Resolution # 37-2009 with corrected language – Council Member Tingle
- **Second** – Council Member Bunting
- **Discussion** – None
- **Vote:** (6-0)

APPROVAL OF MINUTES

Motion – Motion made to approve the Minutes of January 22, 2016 - Council Member Mais

Second – Council Member Lee

Discussion – None

Vote – (6-0)

TREASURER'S REPORT**February 2016 Monthly Report**

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

Cash Balance

- Beginning cash balance 1/1/2016 \$2,689,822.78
- Ending cash balance 1/31/2016 \$2,537,379.27
- Reserve Realty Transfer Tax Funds \$1,470,811.61 **included above in cash balances*

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

- 85.62% of Budgeted Income
- 52.85% of Budgeted Expenses

Realty Transfer Tax (1.5% local tax)

- Taxes collected in December \$0
- Total taxes collected in FY16 \$56,543.59

Outstanding Property Taxes

- \$ 13,289.45

Revenue Highlights

- 99.3% of real estate property tax budget (collected \$0 in Jan)
- 102.51% of rental receipt tax budget (collected \$3,420.61 in Jan)
- 75.34% of parking violations budget (collected \$50.00 in Jan)

Municipal Street Aid Report

- \$1,292.99 in expenses (Delmarva Power)
- \$0 in expense (street repairs) MSA Balance \$44,189.66

Dedicated Street Fund Report

- \$15,674.48 (street repairs)
- \$0 Deposits *10% from RTT* DSF Balance \$40,735.64

Parks & Recreation Fund Report

- \$0 in expenses.
- \$0 Deposits *5% from RTT* Parks & Rec Balance \$3,276.63

Motion – Motion made to **accept** the Treasurer's Report as read

Vote: (6-0)

Treasurer's Report accepted by Council

TOWN MANAGER'S REPORT

Projects / Updates

- State funding was approved to pay for the FY 16 Street Maintenance Project; however due to the winter season the work has been postponed until March.
- Management is moving forward on the Town Hall lobby project that consists of new safety glass windows and new entrance doors with windows.
- Reviewed GIS Needs Assessment project with Mrs. Katy Maglio. She will present the final report on Friday, May 27.
- The Commercial District Affiliate Program Application was approved by the State of DE.
- Management is working on a 5-year Capital Improvement Plan Budget for the FY 17 Budget Committee meetings.
- Town management has started work on the draft FY 2017 Financial Plan and draft 5-Year Capital Improvement Plan Budget. Both documents will be discussed at the spring budget meetings.
- Town management is in the process of ordering parking permits for the season.
- The new website is in the development stage. The DE Government Information Center should have the website completed no later than May 27.
- The Town website and social media websites were updated accordingly.
- Town Clerk Poole has started to prepare the voter registration list for Council approval at the May 27 Council meeting.
- The spring newsletter will be posted on the website no later than April 30.
- The 2016 Election will be held on Saturday, August 6 from 1-5 pm at Town Hall.

Grant Applications (approved and pending)

- **2015 DNREC Recycling Grant (approved for \$2,689, 100% State of DE)**
 - Grant purchases will be finalized by May 31.
- **2015 American Lung Association Grant (approved \$1,389, 100% State of DE)**
 - Grant purchases will be finalized by May 31.
- **2015 DNREC DTF Grant (pending \$42,585, 50% Town of Fenwick Island match)**
 - Town management executed the park proposal. Construction shall commence in 4-6 weeks. The project will be completed no later than May 27.
- **2015 DNREC Surface Water matching Planning Grant (in application process)**
 - Town management will reapply for funding to engineer three (3) drainage projects along Route 1. Grant applications of up to \$50,000 will be considered with a 1:1 cash match requirement. March 17 deadline (FY 16 Capital Budgeted grant).

DEPARTMENT REPORTS

- **Building Official** – The January monthly reports were included in the Council meeting packet. Permits issued: Outside contractors 5, Resident Merchants 15 and rental licenses 32.
- **Public Works** – The January monthly report was included in the Council meeting packet.
- **Beach Patrol** – No report until March.

- **Police Department** – The January monthly report was included in the Council meeting packet. New vehicle has been put into service and the surplus vehicle was sold.

TOWN COMMITTEE REPORTS

- Council Member Weistling – Proposed Second Reading – AN ORDINANCE TO ESTABLISH A MORATORIUM UPON THE ISSUANCE OF ANY PERMIT, LICENSE OR OTHER APPROVAL FOR OR INVOLVING NEW MOTEL / HOTEL USES IN THE TOWN OF FENWICK ISLAND: entered into the record.
- Council Member Weistling stated that this is a two year moratorium. The moratorium will be on new motel/hotel construction only; existing motel/hotel buildings will not be affected. The moratorium can be extended, modified or terminated at any time by a majority vote of all members of the Town Council. Without any action it will automatically dissolve two years from the adoption date of this ordinance. The purpose of this ordinance is to allow the Comprehensive Plan to discuss and consider in their new revision how the town should go forward with motel/hotels in the Town of Fenwick Island.

*Approved First Reading – December 11, 2015
Proposed Second Reading – February 26, 2016*

AN ORDINANCE TO ESTABLISH A MORATORIUM UPON THE ISSUANCE OF ANY PERMIT, LICENSE OR OTHER APPROVAL FOR OR INVOLVING NEW MOTEL/HOTEL USES IN THE TOWN OF FENWICK ISLAND.

WHEREAS, the Town of Fenwick Island currently allows motels/hotels as a permitted use in the Commercial Zone; and

WHEREAS, whether or not an expansion of the total number of motel/hotel uses in the Town, above and beyond the parcels already devoted to motel/hotel uses, is in the best interest of the Town has recently been the subject of much debate among the Town Council members, as well as the citizens of and property owners in the Town; and

WHEREAS, whether or not to expand the total number of motel/hotel uses in the Town has been a topic of discussion in years past as well, including, but not necessarily limited to, the 2006 to 2007 time frame when the Town adopted its Comprehensive Plan; and

WHEREAS, the Town will soon begin the process of updating its Comprehensive Plan, as required by Title 22 of the Delaware Code, and the expansion of motel/hotel uses in the Town will be an important topic of discussion during said update process; and

WHEREAS, the Comprehensive Plan update process must be completed by June, 2017, in order for the Town to satisfy certain State-mandated deadlines, and will consist of multiple public meetings and/or hearings, as well as hiring a professional consultant to study the issue of motel/hotel uses and other land use planning issues with which the Town is faced; and

WHEREAS, in light of the ongoing debate about whether to expand the total number of motel/hotel uses in the Town and because the Comprehensive Plan update process may result in comprehensive and/or significant changes to the permitted land uses within the Commercial Zone, the Town Council deems it to be in the best interest of the Town to maintain the status quo of existing motel/hotel uses during the Comprehensive Plan update process; and

WHEREAS, the Town Council finds that maintaining the status quo of existing motel/hotel uses by placing a moratorium upon the issuance of any permit, license or other approval for or involving new motel/hotel uses in the Town for a period of two (2) years is the minimum time period necessary for the Town to complete the Comprehensive Plan update process and the period of plan implementation that often follows said process.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Fenwick Island, in session met, a quorum pertaining at all times thereto, that:

Section 1. A moratorium upon the issuance of any permit, license or other approval for or involving new motel/hotel uses in the Town is hereby imposed for a period of two (2) years after the date of adoption of this Ordinance, unless extended, modified, or terminated in accordance with this Ordinance. During the period of said moratorium, the Town's Building Official/Code Enforcement Official, as well as all other Town staff and boards, committees or commissions, shall not grant any approvals which would have, as the result, the establishment or development of any new motel/hotel uses in the Town.

Section 2. This moratorium shall not apply to existing motel/hotel uses in Town. The parcels in Town already devoted to motel/hotel uses, as of the adoption of this Ordinance, may continue to be used for a motel/hotel use and the owners/operators thereof may maintain, remodel, renovate, reconstruct and/or rebuild the structures located on said parcels as they deem necessary and appropriate for the furtherance of their motel/hotel businesses, provided all necessary permits and approvals from the Town and/or any other applicable governing agency are obtained.

Section 3. This Ordinance may be extended, modified, or terminated at any time by a majority vote of all members of the Town Council. Without action by the Town Council to terminate this moratorium early or to further extend this moratorium, the moratorium hereby imposed shall automatically dissolve two (2) years from the effective date of this Ordinance.

Section 4. If any clause, section or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered eliminated and so not affecting the validity of the remaining portions or application remaining in full force and effect.

Section 5. This Ordinance shall become effective upon its adoption.

PASSED ON FIRST READING THIS 11th DAY OF December, 2015.

PASSED ON SECOND READING, AFTER PUBLIC HEARING HELD ON February 26,
2016, THIS 26th DAY OF February, 2016.

I, Diane Tingle, Secretary of the Town Council of the Town of Fenwick Island, do hereby certify that the foregoing is a true and correct copy of an Ordinance passed by the Town Council at its Regular Meeting held on February 26, 2016, at which a quorum was present and voting throughout and that the same is still in full force and effect.

Diane B. Tingle, Secretary

Motion: Made for Council to approve 2nd reading of an ORDINANCE TO ESTABLISH UPON THE ISSURANCE OF ANY PERMIT, LICENSE OR OTHER APPROVAL FOR OR INVOLVING NEW MOTEL / HOTEL USES IN THE TOWN OF FENWICK ISLAND – Council Member Weistling

Second: Council Member Tingle

Discussion: Council Member Weistling stated there were no comments from the public in the Public Hearing.

Council Polled: Council Members R. Mais, J. Lee, B. Weistling, G. Langan, D. Tingle and G. Bunting –

VOTE: 6 Ayes – R. Williams (Absent) - Second Reading Passed.

- Council Member Weistling – Proposed Second Reading – Chapter §160-8A – General regulations; exceptions (9) Fences: entered into the record.

First Reading Approved – January 22, 2016
Proposed Second Reading – February 26, 2016

Chapter 160-8A. General regulations; exceptions.

Existing:

(9) Fences.

(a) No fence, wall, hedge, partition or other such structure shall be permitted in any zone under this chapter unless such fence, wall, hedge, partition or other such structure is not more than four feet above the grade level of the land on both sides of such fence, wall, hedge, partition or other such structure.

(b) An exception to Subsection A(9)(a) above is that a fence, wall, hedge, partition or other such structure along the rear lot line within the limits of any lot zoned commercial which fronts on Route 1, and/or along the corresponding property line in the Residential Zone comprising such property line, shall be permitted, not to exceed seven feet in height above the curb or crown level of the adjoining street of such structure, except that, in the case of corner lots fronting on Route 1, the structure from the side street property line to a point 15 feet in from said property line shall not exceed four feet in height above the curb or crown level of the adjoining street of such structure. A solid foundation or retaining wall for such structure shall be permitted, not to exceed two feet in height above the crown of the side streets adjacent to the commercial property. The remainder of the fence, wall, partition or other such structure shall not be solid but shall have openings

approximately 20% to 30% of the total surface area to provide for the flow-through of air. A detailed design drawing of the structure shall be submitted with the application for a building permit.

Proposed:

(9) Fences.

(a) No fence, wall, hedge, partition or other such structure shall be permitted in any zone under this chapter unless such fence, wall, hedge, partition or other such structure is not more than four feet above the grade level of the land on both sides of such fence, wall, hedge, partition or other such structure. **Such a fence, wall, partition or other such structure shall not be solid but shall have openings approximately 20% to 30% of the total surface area to provide for the flow-through of air. A detailed design drawing of the structure shall be submitted with the application for a building permit.**

(b) An exception to Subsection A(9)(a) above is that a fence, wall, hedge, partition or other such structure along the rear lot line within the limits of any lot zoned commercial which fronts on Route 1, and/or along the corresponding property line in the Residential Zone comprising such property line, shall be permitted, not to exceed seven feet in height above the curb or crown level of the adjoining street of such structure, except that, in the case of corner lots fronting on Route 1, the structure from the side street property line to a point 15 feet in from said property line shall not exceed four feet in height above the curb or crown level of the adjoining street of such structure. A solid foundation or retaining wall for such structure shall be permitted, not to exceed two feet in height above the crown of the side streets adjacent to the commercial property. The remainder of the fence, wall, partition or other such structure shall not be solid but shall have openings approximately 20% to 30% of the total surface area to provide for the flow-through of air. A detailed design drawing of the structure shall be submitted with the application for a building permit.

Motion: Made for Council to approve the addition to Chapter §160-8A (9) – fences – Council Member Weistling

Second: Council Member Tingle

Discussion: None

Council Polled: R. Mais, J. Lee, G. Bunting, G. Langan, B. Weistling, D. Tingle

VOTE: 6 Ayes – R. Williams (Absent) – Second Reading passed.

- Council Member Weistling – Proposed First Reading – Chapter §160-4 – Residential Zone and §160-5 – Commercial Zone: entered into the record.

Proposed First Reading – February 26, 2016

§ 160-4. Residential Zone.

Existing:

B. Height Regulations. No building shall exceed a height of 30 feet, except as provided in § 160-6A(2).

Proposed:

B. Height Regulations:

1. No building shall exceed a height of 30 feet, except as provided in § 160-8A(2).
2. Notwithstanding § 160-4B(1) above, where the principal building has a freeboard of 18 inches to 24 inches above base flood elevation (BFE), the principal maximum building height may be increased by said 18 inches to 24 inches, not to exceed a total building height of 32 feet measured from the highest point of the crown of the road.

§ 160-5. Commercial Zone.

Existing:

B. Height Regulations. No building shall exceed a height of 30 feet, except as provided in § 160-8A(2).

Proposed:

B. Height Regulations:

1. No building shall exceed a height of 30 feet, except as provided in § 160-8A (2).
2. Notwithstanding § 160-5B(1) above, where the principal building has a freeboard of 18 inches to 24 inches above base flood elevation (BFE), the principal maximum building height may be increased by said 18 inches to 24 inches, not to exceed a total building height of 32 feet measured from the highest point of the crown of the road.

Synopsis

The purpose of this amendment is to allow an increase of roof height based on freeboard for a building height of not more than 32 feet.

Motion: Made for Council to approve the First Reading § 160-4 – Residential Zone – Height Regulations and § 160-5 – Commercial Zone – Height Regulations – Council Member Weistling

Second: Council Member Mais

Discussion:

- Council Member Weistling noted a brief history over the past year. January of 2015 the Charter & Ordinance Committee met and discussed this topic prior to the January Council meeting where Council voted on the changes that were mandated by the state to accept the Chapter 88, Flood

Protection Ordinance. At the regular monthly meeting, Council was divided between voluntary and/or mandatory freeboard measurements. Council decided at that time to go with the voluntary freeboard option. On April 7th, 2015, Charter & Ordinance Committee met to discuss freeboard and height and delayed the discussion to get public opinion based on the fact that there will be a Public Hearing in May 2015. On May 23, there was a Special Meeting held in the town Hall, discussion of freeboard and height. At that particular time, the opinion was strongly against freeboard and height but there was a consensus for a survey to be taken of all the town residents to get the opinion of all the people in town, not just the people in attendance at the meeting. Following up after the meeting was at the FISH Meeting "Meet the Candidates" and all the candidates spoke, stating their feelings on freeboard and height. It was also discussed at the FISH meeting that a survey would be sent to all the property owners. At our October 23rd Council Meeting that survey was addressed, amended and approved for mailing to all residents with a deadline to return by December 1st. Results were: 190 in favor of a height increase of 18" – 2 ft.; 164 were against; and 8 were neutral. In summary based on these dates the actions proposed today was not a process that was rushed. It was a process that was discussed over the past year. It was discussed through an election cycle where people were allowed to vote for the candidates that they wanted to serve on current Council. The survey was sent to the property owners and returned. The Town has six properties that are waiting to apply for a building permit, pending which way the town will proceed.

- Council Member Weistling further stated along with Mayor Langan, the importance was the survey that was sent to the property owner. He stated that he would follow whatever the results are from the survey. He feels the survey represents what the people in town wished and that would be his vote. The people spoke in the survey and that's how everyone here should vote today.
- Council Member Lee read into the record for absent Council Member Williams: "I am extremely disappointed by the action of the council to have this ordinance change surface during my only absence of the year! For the record: I am against any change in ordinance 160-4B and 160-5B. We already have voluntary Freeboard. My observation is that most new construction built their homes above FEMA minimum standards and yet stay within the 30 foot height limit. The exception could be in the 7 zone on the bayside and in addition, for anyone who raises their lot before construction. This could be addressed on a case by case review and be granted a variance of some type to achieve two living floors. I know that this statement will make no difference in the outcome of the vote but I still want the council to hear my opinion. Sincerely, Council Member Roy Williams"
- Council Member Lee stated she is opposed to the blanket raising of the height because of the freeboard. She stated the town should be addressing how the town can work best to provide relief for those properties which actually need to have relief from flooding issues and base elevation and the impact the town has with flooding on the bay side.
- Council Member Bunting stated that we are the only town in the State of Delaware that has not addressed freeboard and passed it. There is a reason why FEMA is pushing freeboard and its sea level rise.

Vote: (5-1) – Council Member Lee voted "no" – First Reading passed.

- **Beach Committee** – n/a.
- **Environmental Committee** – Next meeting scheduled for March 3rd at 2:30 p.m. Earth Day Event plans are in process for April 22nd starting at 9:30 a.m. at the Town Hall.
- **Technology Committee** – Next meeting will be scheduled when the new website draft is ready for review. Memorial Day is the target date to launch the new website.
- **Business Development Committee** – The Committee met earlier this month and discussed street lighting. Several local business owners in town and one homeowner have agreed to donate funds toward the replacement holiday lights. The idea would be to leave lighthouse lights up year round to market the Town of Fenwick Island as the lighthouse town. Currently, if the Town purchases two lights one would be free from the original vendor that customized the first lighthouse lights. If the Town moves forward with the purchase there would be a total of 13 new lights. The next meeting will be March 31 at 2:00 p.m.
- **Ad hoc Election Committee** – The Committee will meet next on February 25th and review the voter rack card prepared by Boyden Designs. The rack card will be available for review by Council at the next Committee meeting. The Committee is also reviewing voters' information on the website for changes/additions.
- **Ad hoc Parks Committee** - New park equipment will be installed on April 4-5.
- **Planning Commission** – n/a.
- **Old Business** – Council Member Weistling asked about the signage to follow the approval of the gun ordinance. Chief Boyden stated the signs have been ordered and will be placed at the entrance to the building, both parks and the police station.
- **New Business** – None

Mayor Langan addressed Council and the public to clear up some misconceptions before Public Participation:

- F.I.S.H. mailed a letter and an email asking everyone to email the Mayor regarding the freeboard ordinance. Mayor Langan received three responses against the ordinance and one was in support.
- Next, there is a myth out there that people are saying the town is raising the height because they are pro-development. That has nothing to do with this. This is about freeboard, saving homes and saving homeowners money.
- Another comment was, "Let's just do this for the bayside". If you were around when Gloria hit in 1985 and saw the damage to the ocean side this wouldn't be fair to the ocean side homeowners to not include them in everything.
- The Town lost 40% of our dune in this last storm (Jonas) and due to the extensive damage up the coast the town most likely will not get any assistance for repairs. It's very likely if the town receives any bad storms this winter or next winter that the dunes could breach and the ocean side homes will suffer damage.
- Another comment is "Following the Comprehensive Plan". Our consultant who is helping the town with the Comprehensive Plan, just returned from a meeting with the state where sea level rise needs to be addressed in the Comprehensive Plan.
- The Town has been discussing this for almost two (2) years; discussion being freeboard and raising the roof height. The State has presented to the town and a sea level rise study has been completed.

- Another complaint was the survey was faulty. If the survey is faulty, speak to Council Member Lee who wordsmith the document and Council accepted her changes. The survey was not faulty, 44% of the residence responded to the survey.
- In May of 2015 the town held a public hearing, 150 residents attended (18% of the town) and not all the residents in attendance were opposed to raising height for freeboard.
- Mayor Langan opened the floor to public participation and stated be courteous, speak your name and address and be brief; you have three (3) minutes.

PUBLIC PARTICIPATION

- John Rymer – 8 E. Georgetown St. – Stated that the proposal before us is incredibly controversial. The town is basing an ordinance on a non-binding survey of 190 for – 164 opposed. Let us do the right thing and spread this out over several months and let the people’s voice be heard.
- Mike Houser – 10 W. Cannon St. – He is in favor of freeboard and the accommodation that were passed today. His concern is with the methodology of how the town measures the height. It’s been technically surpassed to go from the center of the street. It would be much better and more equitable for all the town residents to have the height measured from the highest point.
- Lisa Benn – 1306 Bunting Ave. – Bill Weistling had a long list of time this freeboard and roof height had been discussed. He said, “The survey should go out to all people in town”. The survey was mailed to properties. She does not feel the 44% is accurate because you only received one person’s vote per property and potentially there could be two votes per property. And sometime a husband and wife could vote differently. 190 people is approximately 16%.
- Dave Reifschneider – 8 E. Essex St. – Feels the ordinance is incompletely written.
- Mike Quinn – 5 W. Houston St. – On the ocean side where the two foot drop was instituted by FEMA, those people would have to remain at 30 ft. because they wouldn’t need freeboard. Council Member Weistling stated if you elect to build to the actual base flood elevation that is required then you are only allowed 30 ft. from the crown of the road. Council Member Weistling said that this will be discussed at the next Charter & Ordinance Committee meeting. Our code book states that Charter & Ordinance Committee consider any changes to zoning between the first and second reading. If there are any recommendation from Charter & Ordinance it will go back to Council.
- Vicki Carmean – 38 Ebb Tide Cove – The majority of Council is determined to raise the 30 ft. building height. But your reasoning is not based on any of the following: 1) freeboard – the town knows that a 30 ft. high home can easily be built to accommodate freeboard. Freeboard is good. 2) Base flood elevation levels; 80% of Fenwick Island had their new BFE either reduced or kept at their previous levels. Insurance rates are not going to be impacted rather your house is 30 or 32 ft. The existing comprehensive plan support a 30 ft. roof height. Nothing has been discussed on freeboard and roof height since last May and the non-binding survey, she agrees with Lisa Benn, that it only represents 16%. She feels the survey was poorly written and not delivered to all residents.
- Mark Tingle – 1605 Coastal Hwy. – He listened to all the arguments against the ordinance but he has not heard one good reason to be opposed to it.
- Mary Ellen Langan – 5 E. King St. - She has not heard any reason not to do this but the 30 ft. roof height was set in stone year ago. It’s a different world today. The town has sea level rise and the potential of tremendous storms hitting the town. The town needs to protect its houses. It only makes sense to do this. Why not do this, what’s 2 ft. It’s not being done to give your house a steep roof, this

is done to protect the whole house from sea level rise, the ocean, the rain and with everything that's happening now with flooding. It's a different world now, time/things has changed since the 1950's.

- Lynn Andrews – 1205 N. Schulz Rd. – Everything in my house is above base flood elevation and her house has 8 ft. ceilings. Just remember that the town is built on a barrier island.
- Dottie Lopez – 1007 Bunting Ave. – She agrees that the survey should have just read , “Do you want to raise the height limit in town from 30 ft. to 32 ft. and not mixed it with the freeboard.
- Mike Quinn – 5 W. Houston St. – Under the budget, last page, about transfer in and transfer out from the Bank of Ocean City. Council Member Bunting, can you explain this. Council Member Bunting stated that there are transfers from saving that go into the payroll account. We also have transfers every day. Town Manager Burke stated, “If you would like to sit down with him after the meeting, he would be happy to explain.”
- Discussion from several residents on the blue hang parking permits and parking issues. Council will be discussing the purchase of extra blue parking permits and the possibility of residents purchasing extra permits for other people outside of town.

UPCOMING MEETINGS AND EVENTS

Mayor Langan announced the following upcoming meetings and events as follows:

a.	Mar 1	9:30 a.m.	Charter and Ordinance Committee meeting
b.	Mar 3	2:30 p.m.	Environmental Committee meeting
c.	Mar 8	2:30 p.m.	Planning Commission meeting
d.	TBD	2:00 p.m.	Technology Committee meeting
e.	Mar 31	2:00 p.m.	Business Development Committee meeting
f.	TBD	9:30 a.m.	Ad hoc Election Committee meeting
g.	Apr 1	3:30 p.m.	Regular Council meeting

Motion to Adjourn – Council Member Mais

Second – Council Member Bunting

Discussion – None

Vote – (6-0)

Meeting adjourned at 5:35 p.m.

**Transcribed by Linda Poole, Town Clerk
for Council Member Diane Tingle, Secretary*

Fenwick Island Treasurer's Report

March 2016 Monthly Report

Summary The monthly report is a summary of all account balances through February 29, 2016 and other pertinent financial information since the prior month's Town Council meeting.

Cash Balance

- Beginning cash balance 2/1/2016 \$2,537,379.27
- Ending cash balance 2/29/2016 \$2,460,180.00
- Reserve Realty Transfer Tax Funds \$1,471,507.81 **included above in cash balances*

FY 2016 Operating Budget (8/1/15-2/29/16)

- 87.85% of Budgeted Income
- 57.82% of Budgeted Expenses

Realty Transfer Tax (1.5% local tax)

- Taxes collected in February \$0
- Total taxes collected in FY16 \$56,543.59

Outstanding Property Taxes

- \$ 11,552.30

Revenue Highlights

- 99.45% of real estate property tax budget (collected \$0 in Feb)
- 106.96% of rental receipt tax budget (collected \$12,408.11 in Feb)
- 75.76% of parking violations budget (collected \$50.00 in Feb)

Municipal Street Aid Report

- \$1,254.03 in expenses (Delmarva Power)
- \$0 (*Deposits*) MSA Balance \$42,935.63

Dedicated Street Fund Report

- \$0 (*expenses*)
- \$0 (*Deposits*) DSF Balance \$40,735.64

Parks & Recreation Fund Report

- \$228.50 in expenses. (Olde Mill Impressions-bricks)
- \$0 (*Deposits*) Parks & Rec Balance \$3,210.73



R. Gardner Bunting, Treasurer

**TOWN OF FENWICK ISLAND
MONTHLY RECONCILIATION OF ACCOUNTS
FEBRUARY 2016**

Account Categories	Account	Beginning Balance	Ending Balance
Town of Fenwick Island	General Fund Checking (PNC)	\$ 61,903.59	\$ 90,787.67
	Payroll Fund (PNC)	\$ 7,569.78	\$ 3,418.22
	Checking (BOC)	\$ 500.00	\$ 500.00
	ICS Savings (BOC)	\$ 844,832.89	\$ 745,199.54
	Petty Cash	\$ 200.00	\$ 200.00
	Total	\$ 915,006.26	\$ 840,105.43
Municipal Street Aid	Checking (PNC)	\$ 44,189.66	\$ 42,935.63
Special Reserve Accounts			
	Parks & Recreation (PNC)	\$ 3,289.23	\$ 3,210.73
	Beach Replenishment (BOC)	\$ 37,039.19	\$ 37,058.06
	Dedicated Street (Bk.of Del.)	\$ 40,735.64	\$ 40,735.64
	Beach Committee (BOC)	\$ 2,909.24	\$ 2,909.24
	Total	\$ 83,973.30	\$ 83,913.67
Law Enforcement Grants	(all accounts--PNC)		
	SALLE (State Aid to Local)	\$ 4,098.14	\$ 4,098.14
	EIDE (Drug Enforcement)	\$ 3,562.57	\$ 3,562.57
	SLEAF (Spec. Law Enforce. Assist.)	\$ 1.00	\$ 1.00
	Criminal Justice Block Grant	\$ 126.60	\$ 126.61
	Violent Crime Grant	\$ 15,610.13	\$ 13,929.14
	Total	\$ 23,398.44	\$ 21,717.46
Realty Transfer Tax Funds (all accounts)			
Reserve Accounts	Bank of Ocean City (CDARS)	\$ 210,896.89	\$ 210,997.45
	Subtotal	\$ 210,896.89	\$ 210,997.45
Non-Reserve Accounts	Bank of Ocean City (high yield svgs.)	\$ 208,017.96	\$ 208,123.96
	Bank of Ocean City (CDARS)		
	PNC Realty Transfer Tax (RTT)	\$ 25,393.08	\$ 25,393.28
	Bank of Ocean City (ICS Svgs)	\$ 1,026,503.68	\$ 1,026,993.12
	Subtotal	\$ 1,259,914.72	\$ 1,260,510.36
Total--Realty Transfer Tax Funds (all accounts)		\$ 1,470,811.61	\$ 1,471,507.81
Cash balance total of all bank accounts		\$ 2,537,379.27	\$ 2,460,180.00

Cleared balances as of Feb 29, 2016

*ICS Svgs definition: Insured cash sweep

*CDARS definition: Certificate of deposit account registry service

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

Ordinary Income/Expense	TOTAL				
	Feb 16	Aug '15 - Feb 16	Budget	\$ Over Budge	% of Budget
Income					
49000 · Beach/Concession Services	0.00	0.00	15,712.00	-15,712.00	0.0%
42000 · Interest Income	366.65	814.27			
43000 · Taxes					
41020 · Property Taxes	592.32	685,671.46	689,483.00	-3,811.54	99.45%
42010 · Rental Receipt Tax	12,408.11	278,084.58	260,000.00	18,084.58	106.96%
Total 43000 · Taxes	13,000.43	963,756.04	949,483.00	14,273.04	101.5%
44550 · Charges for Services - Admin					
43010 · License Fees - OC	3,000.00	46,185.00	51,800.00	-5,615.00	89.16%
43020 · License Fees - RU	925.00	20,495.00	27,010.00	-6,515.00	75.88%
43030 · License Fees - RM	417.76	18,836.26	27,010.00	-8,173.74	69.74%
44010 · Solid Waste Collection Fee	299.00	203,320.00	204,815.00	-1,495.00	99.27%
44020 · Comcast Cable Fees	0.00	17,125.16	33,000.00	-15,874.84	51.89%
44030 · BBVFC Ambulance Service Fee	106.00	44,096.20	45,686.00	-1,589.80	96.52%
45100 · Building Permit Fees	2,604.00	114,190.80	175,000.00	-60,809.20	65.25%
Total 44550 · Charges for Services - Admin	7,351.76	464,248.42	564,321.00	-100,072.58	82.27%
44800 · Fines & Forfeitures					
46100 · Penalties	193.48	1,319.20	4,500.00	-3,180.80	29.32%
46200 · Traffic Fines	1,499.75	11,320.85	36,000.00	-24,679.15	31.45%
46300 · Parking Violation Fees	50.00	9,090.75	12,000.00	-2,909.25	75.76%
44800 · Fines & Forfeitures - Other	0.00	-672.00	500.00	-1,172.00	-134.4%
Total 44800 · Fines & Forfeitures	1,743.23	21,058.80	53,000.00	-31,941.20	39.73%
45000 · Investments					
47100 · Interest Income	0.00	1,049.72	3,000.00	-1,950.28	34.99%
45000 · Investments - Other	0.00	467.24			
Total 45000 · Investments	0.00	1,516.96	3,000.00	-1,483.04	50.57%
46430 · Revenue - Admin					
45320 · Contractor Decals	180.00	1,980.00	2,500.00	-520.00	79.2%
45330 · Bonfire Permits	0.00	625.00	8,500.00	-7,875.00	7.35%
46400 · Other Income-Sp.Evts.,Donations					
46403 · 2014 DNREC Surface Water Grant	6,375.49	6,375.49			
46450 · Donations	0.00	490.00			
46401 · Other Income--ALA Grant	0.00	470.00			
46400 · Other Income-Sp.Evts.,Donations - Other	0.00	-950.00	48,531.00	-49,481.00	-1.96%
Total 46400 · Other Income-Sp.Evts.,Donations	6,375.49	6,385.49	48,531.00	-42,145.51	13.16%
47120 · Town Hall Rental Fee	80.00	290.00	1,000.00	-710.00	29.0%
47150 · Photo/Audio Copy Fee	0.00	145.00	50.00	95.00	290.0%
47200 · Parking Permits	0.00	2,810.00	18,000.00	-15,190.00	15.61%

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

	TOTAL				
	Feb 16	Aug '15 - Feb 16	Budget	\$ Over Budget	% of Budget
47250 · Subdivision Application Fee	0.00	0.00	275.00	-275.00	0.0%
47275 · Public Hearing Fee	0.00	0.00	275.00	-275.00	0.0%
47300 · Income (FI Sponsorship Program)	150.00	1,300.00	8,000.00	-6,700.00	16.25%
48100 · Insurance Reimbursements	0.00	267.69			
48200 · Income restrict purpose	0.00	500.00	500.00	0.00	100.0%
Total 46430 · Revenue - Admin	6,785.49	14,303.18	87,631.00	-73,327.82	16.32%
46440 · Other Types of Revenue - Police					
46441 · Police Revenue--Pension	0.00	13,265.21	24,000.00	-10,734.79	55.27%
47160 · Police Accident Report Fee	0.00	125.00	250.00	-125.00	50.0%
47161 · Salary OT Reimbursement	0.00	7,400.00	7,500.00	-100.00	98.67%
Total 46440 · Other Types of Revenue - Police	0.00	20,790.21	31,750.00	-10,959.79	65.48%
47000 · Intergovernmental Rev Lifeguard					
47280 · State Line Beach (State of DE)	0.00	45,000.00	45,000.00	0.00	100.0%
47290 · State Line Beach (Sussex Co DE)	0.00	15,000.00	15,000.00	0.00	100.0%
Total 47000 · Intergovernmental Rev Lifeguard	0.00	60,000.00	60,000.00	0.00	100.0%
47050 · Intergovernmental Rev Police					
42795 · State Grants for Police	5,400.00	5,400.00			
47285 · Sussex County Police Grant	0.00	25,000.00	25,000.00	0.00	100.0%
47050 · Intergovernmental Rev Police - Other	5,000.00	5,000.00	3,000.00	2,000.00	166.67%
Total 47050 · Intergovernmental Rev Police	10,400.00	35,400.00	28,000.00	7,400.00	126.43%
48150 · Junior Lifeguard	0.00	195.00	8,000.00	-7,805.00	2.44%
Total Income	39,647.56	1,582,082.88	1,800,897.00	-218,814.12	87.85%
Gross Profit	39,647.56	1,582,082.88	1,800,897.00	-218,814.12	87.85%
Expense					
61100 · POLICE DEPARTMENT					
61155 · Police Dental Insurance	159.52	1,253.46	1,778.00	-524.54	70.5%
61110 · Police Salaries	28,846.29	225,647.93	376,756.00	-151,108.07	59.89%
61140 · Police Life Insurance	124.70	896.10	1,607.00	-710.90	55.76%
61150 · Police Health Insurance	7,570.71	54,680.70	85,864.00	-31,183.30	63.68%
61160 · Police Payroll Taxes	2,693.65	18,557.33	31,930.00	-13,372.67	58.12%
61170 · Police Pension Expense	3,517.00	26,917.30	45,715.00	-18,797.70	58.88%
61180 · Police Workers Compensation	0.00	0.00	0.00	0.00	0.0%
61210 · Police Supplies	0.00	542.08	4,500.00	-3,957.92	12.05%
61220 · Police Office Supplies	0.00	747.66	2,000.00	-1,252.34	37.38%
61310 · Police Office Equip Maintenance	0.00	0.00	600.00	-600.00	0.0%
61320 · Police Printing & Advertising	0.00	0.00	600.00	-600.00	0.0%
61330 · Police Uniforms	0.00	1,943.76	6,000.00	-4,056.24	32.4%
61335 · Police Mobile Computer Access	160.08	1,354.22	2,930.00	-1,575.78	46.22%

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

	TOTAL				
	Feb 16	Aug '15 - Feb 16	Budget	\$ Over Budge	% of Budget
61340 · Police Vehicle Maintenance	0.00	3,485.14	6,500.00	-3,014.86	53.62%
61345 · Police Fuel	713.48	5,519.90	19,800.00	-14,280.10	27.88%
61350 · Police Communication Equipment	0.00	90.00	1,000.00	-910.00	9.0%
61380 · Police Professional Development	0.00	978.59	5,000.00	-4,021.41	19.57%
61390 · Public Safety Bldg. Expenses	700.17	4,573.79	10,150.00	-5,576.21	45.06%
Total 61100 · POLICE DEPARTMENT	44,485.60	347,187.96	602,730.00	-255,542.04	57.6%
61500 · LIFEGUARDS					
61681 · Lifeguard Employee Relations	0.00	1,050.48	800.00	250.48	131.31%
61673 · Lifeguard Beach Vehicle Maint.	0.00	58.72	500.00	-441.28	11.74%
61510 · Lifeguard Salaries--Fenwick					
61515 · Lifeguard Salaries - State	775.20	37,098.85			
61510 · Lifeguard Salaries--Fenwick - Other	775.20	56,408.55	204,760.00	-148,351.45	27.55%
Total 61510 · Lifeguard Salaries--Fenwick	1,550.40	93,507.40	204,760.00	-111,252.60	45.67%
61530 · Lifeguard Payroll Taxes--Fenwick	144.99	9,161.55	20,664.00	-11,502.45	44.34%
61540 · Lifeguard Workmans Comp	0.00	0.00	0.00	0.00	0.0%
61610 · Lifeguard Supp & Equip--Fenwick	0.00	109.18	5,000.00	-4,890.82	2.18%
61620 · Lifeguard Uniforms	806.40	1,413.15	6,000.00	-4,586.85	23.55%
61630 · Lifeguard Junior Guard Program	0.00	69.52	2,000.00	-1,930.48	3.48%
61640 · Lifeguard Chair & Sign Maint	0.00	700.00	4,000.00	-3,300.00	17.5%
61665 · Lifeguard Professional Develop.	0.00	0.00	1,000.00	-1,000.00	0.0%
61670 · Lifeguard USLA Certification	0.00	0.00	1,200.00	-1,200.00	0.0%
61675 · Lifeguard Fuel	0.00	110.72	600.00	-489.28	18.45%
61710 · Lifeguard Awards & Competition	0.00	113.27	500.00	-386.73	22.65%
Total 61500 · LIFEGUARDS	2,501.79	106,293.99	247,024.00	-140,730.01	43.03%
61800 · PUBLIC WORKS DEPARTMENT					
62061 · Public Works - Yard Waste	0.00	254.40	500.00	-245.60	50.88%
61845 · Public Works Dental Insurance	38.84	305.18	0.00	305.18	100.0%
61810 · Public Works Salaries	9,619.37	69,484.01	121,149.00	-51,664.99	57.35%
61830 · Public Works Life Insurance	53.75	386.25	705.00	-318.75	54.79%
61840 · Public Works Health Insurance	3,546.79	24,768.38	38,862.00	-14,093.62	63.73%
61850 · Public Works Payroll Taxes	900.23	5,886.39	10,822.00	-4,935.61	54.39%
61870 · Public Works Pension Expense	651.28	4,884.60	5,957.00	-1,072.40	82.0%
61880 · Public Works Workers' Comp	0.00	0.00	0.00	0.00	0.0%
61905 · Public Works Professional Devel	0.00	107.03	500.00	-392.97	21.41%
61910 · Public Works Office Supplies	0.00	102.98	100.00	2.98	102.98%
61920 · Public Works Shop Supplies	176.14	3,158.98	3,500.00	-341.02	90.26%
61930 · Public Works Shop Equipment	0.00	2,839.54	3,800.00	-960.46	74.73%
61940 · Public Works Safety Equipment	190.92	207.49	600.00	-392.51	34.58%
62010 · Public Works Printing & Advert	0.00	0.00	100.00	-100.00	0.0%
62015 · Public Works Utilities	86.81	2,103.30	6,115.00	-4,011.70	34.4%
62020 · Public Works Bldg Maintenance	0.00	623.11	1,500.00	-876.89	41.54%

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

	TOTAL				
	Feb 16	Aug '15 - Feb 16	Budget	\$ Over Budge	% of Budget
62025 · Public Works Uniforms	0.00	199.99	1,000.00	-800.01	20.0%
62030 · Public Works Fuel	195.70	1,881.45	4,500.00	-2,618.55	41.81%
62035 · Public Works Vehicle Maintenanc	0.00	6,266.00	2,500.00	3,766.00	250.64%
62075 · Public Works CDL Testing	142.00	579.00	750.00	-171.00	77.2%
62100 · Public Works Contract Services	0.00	115.00	116.00	-1.00	99.14%
Total 61800 · PUBLIC WORKS DEPARTMENT	15,601.83	124,153.08	203,076.00	-78,922.92	61.14%
62200 · ADMINISTRATION					
62235 · Admin Dental Insurance	160.32	1,222.84	1,787.00	-564.16	68.43%
62210 · Admin Salaries	15,741.88	118,081.47	204,727.00	-86,645.53	57.68%
62220 · Admin Life Insurance	75.25	521.95	1,000.00	-478.05	52.2%
62230 · Admin Health Insurance	5,025.37	35,094.13	56,415.00	-21,320.87	62.21%
62240 · Admin Payroll Taxes	1,471.92	9,796.03	17,734.00	-7,937.97	55.24%
62250 · Admin Pension Expense	1,287.56	9,639.46	17,137.00	-7,497.54	56.25%
62255 · Admin Workers Comp	0.00	0.00	0.00	0.00	0.0%
62260 · Admin Financial Services	1,648.48	3,665.77	3,007.00	658.77	121.91%
62310 · Admin Office Equip Maintenance	0.00	2,124.00	2,500.00	-376.00	84.96%
62320 · Admin Office Supplies	122.19	3,305.73	3,000.00	305.73	110.19%
62330 · Admin Travel Reimbursement	0.00	1,954.51	700.00	1,254.51	279.22%
62332 · Admin Vehicle Acquisition	344.93	2,414.51	4,140.00	-1,725.49	58.32%
62334 · Admin Vehicle Fuel/Maint	79.90	1,927.66	4,600.00	-2,672.34	41.91%
62340 · Admin Printing & Advertising	182.25	876.96	3,050.00	-2,173.04	28.75%
62350 · Admin Professional Development	0.00	2,976.52	2,300.00	676.52	129.41%
62360 · Admin Personnel Supplies	0.00	496.18	400.00	96.18	124.05%
Total 62200 · ADMINISTRATION	26,140.05	194,097.72	322,497.00	-128,399.28	60.19%
63200 · GENERAL GOVERNMENT					
63276 · Gen Gov-TH/PSB Coplrs	0.00	1,133.26	1,576.00	-442.74	71.91%
63380 · Gen Gov Exp--Restricted Purpose					
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	2,018.13	2,018.13			
Total 63380 · Gen Gov Exp--Restricted Purpose	2,018.13	7,430.68			
63205 · Gen Gov Insurance	-7,881.00	98,321.06	151,984.00	-53,662.94	64.69%
63210 · Gen Gov Telephone & Internet	479.78	2,629.29	4,200.00	-1,570.71	62.6%
63220 · Gen Gov Website Services	0.00	2,160.00	2,800.00	-640.00	77.14%
63225 · Gen Gov Legal Services	3,133.17	28,770.96	15,000.00	13,770.96	191.81%
63230 · Gen Gov Audit Services	0.00	8,820.00	9,000.00	-180.00	98.0%
63235 · Gen Gov Postage	0.00	2,362.02	2,660.00	-297.98	88.8%
63240 · Gen Gov Printing & Advertising	0.00	1,146.12	1,500.00	-353.88	76.41%
63245 · Gen Gov Utilities	640.44	3,614.62	9,700.00	-6,085.38	37.26%
63250 · Gen Gov Appraisal	0.00	0.00	4,250.00	-4,250.00	0.0%

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

	TOTAL				
	Feb 16	Aug '15 - Feb 16	Budget	\$ Over Budge	% of Budget
63255 · Gen Gov Emergency Mgmt	0.00	0.00	500.00	-500.00	0.0%
63260 · Gen Gov Sewer	0.00	460.46	1,000.00	-539.54	46.05%
63265 · Gen Gov Dues	0.00	280.00	2,324.00	-2,044.00	12.05%
63271 · Gen Gov Recycling & Bulk Trash	0.00	15,519.76	36,244.00	-20,724.24	42.82%
63272 · Gen Gov Building Maintenance	52.39	1,983.67	3,500.00	-1,516.33	56.68%
63273 · Gen Gov Cell Phones	0.00	2,413.25	4,800.00	-2,386.75	50.28%
63274 · Gen Gov Contract Services	165.00	1,784.00	2,880.00	-1,096.00	61.94%
63280 · Gen Gov Contingencies	0.00	833.19	500.00	333.19	166.64%
63281 · Gen Gov Employee Relations	241.69	2,780.62	2,700.00	80.62	102.99%
63285 · Gen Gov Codification	0.00	590.00	4,195.00	-3,605.00	14.06%
63290 · Gen Gov Pension Administration	4.54	1,292.04	3,300.00	-2,007.96	39.15%
63296 · Gen Gov Interest Expense	0.00	0.00	0.00	0.00	0.0%
63300 · Gen Gov Government Liaison	175.00	779.48	1,500.00	-720.52	51.97%
63305 · Gen Gov Supplies Median Maint	762.46	1,524.92	7,762.00	-6,237.08	19.65%
63310 · Gen Gov Community Projects	396.59	1,019.90	2,500.00	-1,480.10	40.8%
63320 · CRS Flood Program	0.00	0.00	1,000.00	-1,000.00	0.0%
63325 · Gen Gov BBVFC Ambulance Service	0.00	22,684.00	45,580.00	-22,896.00	49.77%
63330 · Gen Gov Solid Waste Collection	155.00	59,443.15	99,615.00	-40,171.85	59.67%
63370 · Gen Gov Parking Permits	0.00	-200.00	3,000.00	-3,200.00	-6.67%
Total 63200 · GENERAL GOVERNMENT	343.19	269,576.45	425,570.00	-155,993.55	63.35%
66000 · Payroll Expenses	0.00	0.00			
Total Expense	89,072.46	1,041,309.20	1,800,897.00	-759,587.80	57.82%
Net Ordinary Income	-49,424.90	540,773.68	0.00	540,773.68	100.0%

TOWN OF FENWICK ISLAND

FY2016 REALTY TRANSFER TAX RESERVE FUNDS

Month	Beginning Balance	Taxes Deposited	Date Collected	Interest Earned	Transfers In	Transfers Out	Sussex Co. fee (1%)	Ending Balance
Aug-15	\$ 1,615,205.01	\$ -	None	\$ 700.00	\$ -	\$ -	\$ -	\$1,615,905.36
Sep-15	\$ 1,615,905.00	\$ 16,038.00	9/21/15	\$ 692.13	\$ -	\$801.90 to P&R \$1603.80 to DSF	\$ 162.00	\$ 1,630,229.79
Oct-15	\$ 1,630,229.79	\$ 13,777.08	10/23/15	\$ 777.63	\$ -	\$39,254.21 to pay cap exp	\$ 139.17	\$ 1,605,530.29
Nov-15	\$ 1,605,530.29	\$ 7,425.00	11/18/15	\$ 685.81	\$ -	\$1060.11 to P&R \$1,040.60 to DSF \$57.28 Supplies	\$ 75.00	\$ 1,451,526.56
Dec-15	\$ 1,451,526.56	\$ 19,303.51	12/10/15	\$ 947.43	\$ -	\$965.18 to P&R \$1930.36 to DSF	\$ 194.99	\$ 1,468,946.02
Jan-16	\$ 1,468,946.02	\$ -	None	\$ 729.71	\$ 75,000.00 Trs from BOC	\$73,864.12 to pay cap exp	\$ -	\$ 1,470,811.61
Feb-16	\$ 1,470,811.61	\$ -	None	\$ 696.20	\$ -	\$ -	\$ -	\$ 1,471,507.81
Mar-16								
Apr-16								
May-16								
Jun-16								
Jul-16								
TOTALS		\$56,543.59		\$5,228.91	\$75,000	\$113,118	\$571.16	

Report prepared as of Jan 31, 2016

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.

Town of Fenwick Island Building Report

3/1/2016

February 2016

TOTAL \$85,474.00 \$2,604.00

Permit Number	Property Description	Project Description	E.C.C.	Fees
4488	Trond's Pool Care F. Kelly 1508 Bay St Lot 111 1-34 23.12 148.00	Construct 12'x20' concrete swimming pool with ground level composite decking.	\$40,500.00	\$1,215.00
4489	P. Craig G. Hubley 55 Bayside Dr Lot 204 1-34 23.20 3.00	Construct 10'x11' storage shed under house.	\$7,200.00	\$216.00
4490	Ocean Boat Lifts & Marine J. Schiavino 59 Bayside Dr Lot 229 1-34 23.16 175.00	Install 5'x12' long dock extension; boatlift with 4 pilings	\$13,774.00	\$413.00
4491	Phil Craig Builders Village of Fenwick 300 Coastal Hwy Lot 12 thru 17 1-34 23.20 47.00	Tenant fit-out. (Expand floor area of Flying Fish Cafe into Unit 6)	\$22,000.00	\$660.00
4492	Scott Fadden builders T. Naylor 18 W Maryland Ave Lot 34 1-34 23.20 50.04	Repair damaged stair treads.	\$2,000.00	\$100.00

Fenwick Island Public Works Department

March 2016 Monthly Report

- Regular maintenance duties
- Road Maintenance Project
 - Attended Pre-Construction meeting with Town Manager Burke, Councilman Weistling, Mike Baiocco and Mike Griffith of KEI, and Anthony Taddeo and Todd Yetter of George & Lynch, Inc
 - Road patching / overlaying has begun on Glenn Ave., adding 2" to original surface
 - Crack sealing has begun on W. James St. heading south
 - Timeline for work is 14 days, weather permitting
- Town Hall Remodel
 - Admin Clerk's office doors installed by Masterjack
 - Kroos Construction installed new countertops and completed framing for new safety glass, touched up paint around window areas in offices and lobby
 - Bookcases complete
 - Mike's Carpet Connection crew scheduled for March 24th and 25th to install new flooring in lobby
 - Safety glass / frame for Admin Clerk and Town Clerk's offices is on order, should be here in about 3-4 weeks
- Lifeguard Bathroom
 - Drywall work complete
 - Walls treated with mold resistant paint, Serv-Pro will be back to do touch up painting soon
 - Humidstat installed
 - Need to re-adjust light in bathroom and put lockers back in bathroom
- Bike racks for beach ends complete, recycled lumber bike rack installed in FI Community Park
- LG stand work in progress
- Playground Expansion
 - Met with Charlie Walker of Liberty Parks and Jeff of Byler Builders to lay out equipment zone
 - Equipment and rubber mulch is ordered
 - Marked area where sprinkler heads and underground propane tank are located
 - Work is scheduled for April 4th and 5th, weather permitting
- Wooden utility pole replacement in progress along Bunting Ave. by Delmarva Power
- New lighthouse pole lights ordered, should have them in the next couple weeks
- Town signage replacement in progress
- Bayside backwater valve work in progress, ordered new 12" Tideflex valve to install on W. Atlantic St.
- Working on quotes for ocean side and bay side road striping
- Outer shell replacement for generator has been delayed, due to parts being backordered and being fabricated, work should be completed before summer

Fenwick Island Beach Patrol

March /April 2016 Report

- Preparations have started for the 2016 summer season! Tryouts will begin in April with only a very few spots open. We have an excellent return rate this year that gives us a solid group with great experience. I am in the process of ordering necessary uniform and equipment items.
- The beach patrol will be working May 28-30, June 3 - 5, and begin full time work on June 10.
- In conjunction with Public Works, the lifeguard stands have been refurbished and painted. Bryan and the crew have done a great job!!
- Junior Lifeguard registration is open with our first session June 28-30.
- Lifeguards will again provide access to the beach for patrons using the beach wheelchair, ATV, and Side by Side
- The annual bonfire is slated for Tuesday, July 5th.

The USLA National Championships will be held (tentatively) in Hermosa Beach, CA. August 11 - 13.

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: February, 2016

SUBJECT: MONTHLY REPORT

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

	<u>2016</u>	<u>2015</u>
Physical Arrests/Traffic Citation	5/57	1/63
Total Number of Complaints	57	52
DUI Arrests	1	0
Criminal Citations	6	1
Parking Tickets	1	1
Time Assisting DE State Police	5.5 hrs	9.5 hrs
Time Assisting Other Agencies	5 hrs	1 hrs