

**MAYOR AND COMMISSIONERS MEETING
CITY OF REHOBOTH BEACH**

April 15, 2016

The Regular Meeting of the Mayor and Commissioners of the City of Rehoboth Beach was called to order at 7:00 p.m. by Mayor Samuel R. Cooper on Friday, April 15, 2016 on the second floor of the Rehoboth Beach Volunteer Fire Company, 219 Rehoboth Avenue, Rehoboth Beach, DE.

City Solicitor Glenn Mandalas gave the invocation followed by the Pledge of Allegiance.

ROLL CALL

Present: Commissioner Paul Kuhns
 Commissioner Toni Sharp
 Commissioner Patrick Gossett
 Mayor Samuel R. Cooper
 Commissioner Stan Mills
 Commissioner Lorraine Zellers

Absent: Commissioner Kathy McGuiness

Also in attendance: City Manager Sharon Lynn
 City Solicitor Glenn Mandalas

APPROVAL OF AGENDA

Commissioner Stan Mills made a motion, seconded by Commissioner Lorraine Zellers, to approve the Agenda with the deletion of approval of the November 9, 2015, December 7, 2015, January 4, 2016, February 8, 2016 and March 7, 2016 Workshop Meeting Minutes. Motion carried unanimously.

CORRESPONDENCE

There was none.

APPROVAL OF MINUTES

Minutes of the May 29, 2015 Special Workshop Meeting, October 5, 2015 Workshop Meeting, February 19, 2016 Regular Meeting, February 26, 2016 Special Workshop Meeting, March 18, 2016 Regular Meeting and April 4, 2016 Special Meeting were distributed prior to the meeting. Minutes of the November 9, 2015 Workshop Meeting, December 7, 2015 Workshop Meeting, January 4, 2016 Workshop Meeting, February 8, 2016 Workshop Meeting and March 7, 2016 Workshop Meeting were not available for approval.

Commissioner Mills made a motion, seconded by Commissioner Toni Sharp, to approve the May 29, 2015 Mayor and Commissioners Special Workshop Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Sharp, to approve the October 5, 2015 Mayor and Commissioners Workshop Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Sharp, to approve the February 19, 2016 Mayor and Commissioners Regular Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Patrick Gossett, to approve the February 26, 2016 Mayor and Commissioners Special Workshop Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Zellers, to approve the March 18, 2016 Mayor and Commissioners Regular Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Zellers, to approve the April 4, 2016 Mayor and Commissioners Special Meeting minutes as written. Motion carried unanimously.

REPORT OF POLICE DEPARTMENT

(See attached report.)

Police Chief Keith Banks presented the report of the Police Department for the month of March 2016.

REPORT OF REHOBOTH BEACH VOLUNTEER FIRE COMPANY

Mr. John Meng of the Fire Company reported that there were 33 crew calls and eight alarms for the month of March 2016.

REPORT OF BUILDING AND LICENSING DEPARTMENT

(See attached report.)

Chief Building Inspector Damalier Molina presented the report of the Building & Licensing Department for the month of March 2016.

REPORT OF PLANNING COMMISSION

(See attached report.)

Chairman David Mellen presented the report of the Planning Commission for the Regular Meeting held on April 8, 2016.

OLD BUSINESS

There was none.

NEW BUSINESS

Introduction of the new City Arborist Elisabeth Lingo and a report on her discussion with the Planning Commission at their April 8, 2016 meeting.

Ms. Elisabeth Lingo provided a brief history of her professional career as an arborist. She had provided input at the last Planning Commission meeting on the draft Tree Ordinance. Her vision for the City and park trees is to take care of the trees the city has, maintain them as well as can be done, allow for the public to enjoy the open spaces while maintaining the wooded parks and create a plan for maintenance as well as to continue to plant new trees.

Various recommendations were made to be included in the City Arborist's responsibilities:

1. The canal bank where the Museum is at the entrance to the City should be restored rather than it being overgrown.
2. Look at and validate the need for the completion of the tree inventory document since it is only half to two-thirds completed.
3. Establish a map and inventory of street trees.
4. Establish a plan to implement the increase of tree canopy.
5. Implement a planting plan for donated and mitigation trees.
6. Await direction from the Mayor & Commissioners to review the tree ordinance.
7. The list of street tree is inadequate and has poor choices of trees in it.
8. Investigate and re-evaluate the tree canopy with regard to the amount of trees the City should have because it was not determined from real data.
9. Implementing tree maintenance and removing trees when they are beyond their usual life.
10. A list of preferred trees that would be appropriate in the City.

The Planning Commission has taken another brief look at the resolution it had previously submitted to the Mayor & Commissioners with regard to the tree ordinance. The Mayor & Commissioners need to have a public discussion of what is expected from the tree ordinance, and whether the current tree ordinance has approached what it should do. Incentives should also be discussed. Approximately 90% of the trees in the City are volunteers that have been planted by birds, etc. Someone needs to lead the discussion, come up with a few points that need to be discussed and then involve the citizenry as well as to what people's perspectives are. This needs to be approached in a least confrontational way and talk about what incentives can be provided.

Report on attendance at the 2016 American Shore & Beach Preservation Association Conference and related nourishment issues.

The American Shore & Beach Preservation Association (ASBPA) is dedicated to preserving, protecting and enhancing the beaches, shores and other coastal resources of America. Attendees at this year's conference were Commissioner Mills, Mr. Tony Pratt of DNREC and Mr. Collin O'Meara. Commissioner Mills provided an overview of the conference and a slide presentation of the history of the beach replenishment for the City. Federal funded projects are two-part: 1. The project has to be authorized. 2. The project has to be funded. Nourishment projects are normally authorized for 50 years with a three-year replenishment if the beach needs

replenishment and if the funding is allowed. Funding has to be sought annually. Currently, the beach nourishment for the City is funded 65% by the federal government and 35% by local share which is funded by the State of Delaware. In Delaware, there is a 8% accommodations tax that hotels pay. It has 1% going to beach nourishment projects in the state. This year monies are tight on the federal and state levels. The State has been in discussion with members of the General Assembly to discuss alternative sources of revenue for sustaining various projects. The idea of implementing a rental tax fee for short-term rentals was discussed. The City will get beach replenishment this year.

CITY MANAGER'S REPORT

Anyone working within the City limits needs to secure business licenses from Building & Licensing. The code enforcement officer has been locating contractors beginning work before 8:00 a.m. To date, Building & Licensing has received 90 pool and hot tub applications with inspections beginning after May 1, 2016. Letters explaining the pilot program for the valet trash service were mailed out to all property owners today with June 1, 2016 being the kickoff date for this program. The City has incorporated an additional fee of \$300.00 for the first container which will be due along with the standard base fee of \$275.00 per year. Trash bills for those residences will be mailed out in mid-June 2016 and are due August 31, 2016. Applications will be accepted up to and including April 27, 2016. The Rehoboth Avenue ADA repairs proposed by DelDOT are expected to start May 1, 2016. This week, City Secretary Ann Womack, City Manager Sharon Lynn and other staff had a kickoff meeting for iCompass which is a computer software program that will assist Ms. Womack with preparing agendas and will be interactive with the Commissioners meetings and the public. The pilings driven in the City Hall footprint have concluded, and the excavation of the basement began this week. The dewatering process will continue to be operational through late August 2016. The Parking Department building is scheduled to be completed and open Memorial Day, possibly prior to that. All utilities have been installed in the Parking Department building, masonry began this week and installation of the roof will begin April 18, 2016. The furniture is scheduled to be delivered on May 16, 2016.

City Manager Sharon Lynn recommended the approval of the Street Aid expenditures:

04/13/2016	576	Delmarva Power	\$8,913.27 (Street Lights)
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Commissioner Mills made a motion, seconded by Commissioner Paul Kuhns, to approve the Street Aid expenditures as presented. Motion carried unanimously.

COMMITTEE REPORT

There was no report.

CITY SOLICITOR'S REPORT

There was nothing to report.

COMMISSIONER ANNOUNCEMENTS/COMMENTS

The Friends of the Library is having its inaugural Run for the Books on May 21, 2016. Registration is 7:30 a.m., and the race will start at 8:30 a.m. at the library.

The Employee Committee meeting was held on April 11, 2016. Quarterly dates for the rest of the year were established.

DISCUSS ITEMS TO INCLUDE ON FUTURE AGENDAS.

Items to include on future agendas are: 1. Refuse 2. Restaurant/brew pubs. 3. Dumpsters and temporary construction storage units.

CITIZEN COMMENT

There was none.

The next Workshop Meeting will be held on May 9, 2016 at 9:00 a.m.

There being no further business, Mayor Cooper adjourned the meeting at 8:03 p.m.

Respectfully submitted,

(Lorraine Zellers, Secretary)