

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

**September 17, 2010**

The Regular Meeting of the Mayor and Commissioners of the City of Rehoboth Beach, was called to order at 7:01 p.m. by Mayor Samuel R. Cooper on Friday, September 17, 2010 in the Commissioners Room in City Hall, 229 Rehoboth Avenue, Rehoboth Beach, DE.

Assistant Alderman Judith Catterton administered the Oath of Office to Ms. Patricia A. Coluzzi (Commissioner) and Mr. Stanley A. Mills, Jr. (Commissioner). (Copies attached.)

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

**ROLL CALL**

Present:	Commissioner	Bill Sargent
	Commissioner	Pat Coluzzi
	Commissioner	Kathy McGuiness
	Mayor	Samuel R. Cooper
	Commissioner	Dennis Barbour
	Commissioner	Stan Mills
	Commissioner	Lorraine Zellers

Also in attendance were: City Manager Gregory Ferrese  
City Solicitor Glenn Mandalas

**APPROVAL OF AGENDA**

Commissioner Stan Mills made a motion, seconded by Commissioner Bill Sargent, to approve the Agenda as amended with the deletion of the August 9, 2010 Workshop Meeting Minutes. Motion carried unanimously.

**ELECTION OF OFFICERS**

Mayor Cooper submitted the following list of officers for approval by the Commissioners:

Vice Mayor – Pat Coluzzi  
Secretary – Kathy McGuiness  
Assistant Secretary – Ann Womack  
Treasurer – Priscilla Smith  
Assistant Treasurer – Paula Simpson

Commissioner Bill Sargent made a motion, seconded by Commissioner Lorraine Zellers, to approve the officers as presented.

Commissioner Mills noted that he would be voting the same as he has for the past two years.

(Sargent – aye, Coluzzi – aye, McGuiness – aye, Cooper – aye, Barbour – aye, Mills – no, Zellers – aye.)  
Motion carried.

**ADOPT RESOLUTION relating to the opening of bank accounts.**

Mayor Cooper called to adopt the Resolution relating to the opening of bank accounts. Mayor Cooper read the Resolution. (Copy attached.)

Mayor Cooper read the Resolution.

Commissioner Sargent made a motion, seconded by Commissioner Mills, to adopt the Resolution relating to the opening of bank accounts. Motion carried unanimously.

**CORRESPONDENCE**

Correspondence will be read when the continued discussion of City financial matters and continued discussion on the potential for additional revenue portion of the meeting is held.

**APPROVAL OF MINUTES**

Minutes of the August 20, 2010 Regular Meeting were distributed prior to the meeting. Minutes of the

August 9, 2010 Workshop Meeting were not available for this meeting.

Commissioner Mills made a motion, seconded by Commissioner Sargent, to approve the August 20, 2010 Mayor and Commissioners Regular Meeting minutes as written. Motion carried unanimously.

#### **REPORT OF THE POLICE DEPARTMENT**

(See attached report.)

Police Chief Keith Banks presented the report of the Police Department for the month of August 2010. There were 182 criminal, 233 traffic and 42 civil charges made during the month. Thirty-eight traffic crashes were investigated. The Dispatch Center handled 713 police incidents, 360 ambulance incidents, 74 fire incidents, 294 traffic stops, assisted other agencies 19 times during the month, and 9-1-1 calls totaling 1,237 were received. Twenty alarm incidents were responded to. Last weekend, police officers responded to restaurant patio violations.

Ms. Bitsy Cochran, 102 North First Street, appreciated the police making sure the patios were closed down at 10:00 p.m.

Mr. Drexel Davison of Main Street, Inc., said there are a lot of businesses that do not understand why the enforcement of the patio ordinance happened this past weekend and why it could not have happened at a different time. This is not a consistent thing that is checked up on.

City Solicitor Glenn Mandalas noted that there is a City ordinance which addresses patios and the use of patios. There has been some recognition recently that there are potential violations of this ordinance. The City in the interest of keeping the public peace and keeping the community consistent with the laws which are on the books, made a decision to enforce the ordinance. A meeting was held with the City Manager, Chief of Police and City Solicitor Mandalas prior to this past weekend.

Commissioner Dennis Barbour requested that this item be placed on a future agenda.

#### **REPORT OF REHOBOTH BEACH VOLUNTEER FIRE COMPANY**

No representatives were present to present a report.

#### **REPORT OF THE BUILDING AND LICENSING DEPARTMENT**

(See attached report.)

Building Inspector Terri Sullivan presented the report of the Building & Licensing Department for August 2010. During the month, 61 permits were issued for a value of work totaling \$414,799.73. Fees collected totaled \$13,289.15 for the month. Fifty-nine permit processing fees were received in the amount of \$1,180.00. No restaurant applications were received in August. Two stop work orders were issued for contractors working without permits. Three stop work orders were issued for contractors working without licenses. Four signs were confiscated from City property. Two notices of violation were issued for merchandise on the sidewalk. One notice of violation was issued for a tree on City property. Six notices of violation were issued for sidewalks in disrepair. The Board of Adjustment heard one case in August.

#### **PERMIT OF COMPLIANCE HEARING**

Mayor Cooper opened the Permit of Compliance hearing requested by Liew Thanibutra of TNK Corporation, to operate a new restaurant to be known as "Lily Thai Cuisine", to serve food and alcohol pursuant to the City of Rehoboth Beach Municipal Code, Chapter 215 – Restaurants. The restaurant will be located at 10 North First Street.

City Solicitor Glenn Mandalas noted the purposed of this hearing, and he read from Section 215-5 of the Code that in reaching their decision, the Commissioners shall consider the following factors including but not limited to:

1. Whether the Applicant has demonstrated that the establishment's primary purpose will be that of a restaurant or dinner theater as defined in this chapter.
2. Whether the establishment meets all the City's applicable zoning and licensing provisions.
3. Whether the establishment would be a detriment to the peace, order and quiet of the neighborhood and the City.
4. Whether the establishment will have an adverse impact on neighboring properties or on the City of Rehoboth Beach considering the impact on traffic, parking and noise.
5. Whether the Applicant has made any false representation or statements to the City's employees or the Commissioners in order to induce or prevent action by the City, not only in regard to the pertinent

pending Application under the statute, but also with regard to the issuance of a building permit or business license for the subject establishment.

City Solicitor Mandalas identified the exhibits: 1. Application for a restaurant Permit of Compliance, received on June 21, 2010. 2. Notice of Public Hearing signed by the City Manager and posted by the City Secretary on August 25, 2010. The notice was published in the Cape Gazette on August 31, 2010, Coast Press on September 1, 2010 and Delaware State News on September 2, 2010. 3. Building Inspector's Report, dated September 9, 2010. 4. Menu. 5. Tax Record. 6. Placement Survey prepared for Bryce M. Lingo, received June 21, 2010. 7. Series of drawings identified as Jammin' Joes, received August 16, 2010: (a) Existing Restaurant Layout. (b) Existing Plan View. (c) Foundation Plan. (d) Typical Section. (e) Details. 8. Letter dated December 11, 2006 and received August 16, 2010 from the National Forensic Consultants, Inc. 9. Existing Structure Plan of Lily Thai Cuisine received August 26, 2010.

Building Inspector Sullivan presented a complete report of her findings based on the application and her knowledge of the Code. (See attached report.) The Applicant has stated that the approximate percentage of revenue between the sale of alcohol and food is 10% alcohol and 90% food. The Application is for a 1,667.25 square foot restaurant. The bar area is 146.25 square feet with a ratio of bar to permanent seated dining of .21. In summary, this is an Application to add alcoholic beverages to an existing restaurant at 10 North First Street. No patio is included with this Application.

Mayor Cooper believed there is another restaurant located in the same building, and the property is owned by one person. He asked if this would exceed the 5,000 square foot maximum allowed in Section 270-28 of the Code. Ms. Sullivan was not sure if anyone had ever looked into this matter.

City Solicitor Mandalas said that under Section 270-28, the area in a given building devoted to restaurant purposes where alcoholic liquor is consumed on the premises shall not be larger than 5,000 square feet. If there are multiple restaurants in one building, only 5,000 square feet of that building is devoted to a restaurant serving alcohol. The square footage of Adriatico would need to be counted as well.

Ms. Deirdre McCartney, Esq. of Smith, Feinberg, McCartney & Berl, L.L.P., representative of the owner of the restaurant, requested that the application be tabled to a future date due to not being aware of the issues presented.

Commissioner Mills made a motion, seconded by Commissioner McGuinness, to table this application until a future date per the request of the applicant. (Sargent – aye, Coluzzi – aye, McGuinness – aye, Cooper – aye, Barbour – aye, Mills – aye, Zellers – aye.) Motion carried unanimously.

## **REPORT OF THE PLANNING COMMISSION**

(See attached report.)

City Solicitor Glenn Mandalas presented the report of the Planning Commission. The Regular Meeting was held on September 10, 2010. The Planning Commission continued its review of the Oak Grove major subdivision application as updated September 2, 2010, and received a report prepared by Mr. Kercher, Ms. Sullivan and Mr. Gulbranson regarding engineering issues related to the new design with parking on both sides of the proposed short dead-end street, Jones Lane. The majority of the meeting was devoted to reviewing the various legal documents accompanying the application (proposed Covenants, Conservation Easement, and the working draft of a potential resolution drafted by City Solicitor Mandalas). With the exception of the design/specifications for a permanent shoulder for parking on Canal Street that the applicants' engineer is working on with Mr. Kercher, it is believed that all design issues have now been addressed. Further work is needed on the legal documents which hopefully will be completed prior to the Regular Meeting scheduled for October 8, 2010. Should that not be possible and the Planning Commission not be able to take action, it has tentatively scheduled a special meeting on October 22, 2010 that would be devoted solely to the Oak Grove application.

## **OLD BUSINESS**

Mayor Cooper called for continued discussion of City financial matters to include a draft 5-year City capital improvement plan and continued discussion on the potential for additional revenue including, but not limited to: 1. Increasing the property tax. 2. Increasing the rate of the existing gross receipts tax on residential rentals. 3. Establishing a gross receipts tax on hotels and motels. 4. Establishing a gross receipts tax on the rental of commercial real estate.

Correspondence:

1. Mr. Chad Moore of The Bellmoor Inn & Spa, is opposed to hotel accommodations tax. If the City has to raise additional funds, then it would be fair to have everyone pay their share.
2. Mr. Keith Martin of Hotel Rehoboth, is would like the Commissioners to weigh all options including raising the residential property tax.
3. Ms. Steph Dalee and Ms. Shelia Savaliski of Seafood Shack, are asking that everyone contribute by a 1% tax increase, and include the property owners in this source of revenue.
4. Ms. Peggy Martin of Hotel Rehoboth, is against tax increases the way they are presented. If there cannot be another solution, then the increase should include all property owners across the board.
5. Mr. Alex Moore of Simpler & Sons LLC, Seaboard Hotels, Avenue Inn, Atlantic View, Beach View, Surf Side, Avenue II, noted that a rush by the Commission to implement new taxes this year presents a fair image to rental companies and hotels so that it is reflected in their pricing for next year. Increasing the accommodations tax will put in-town hotels at a direct disadvantage to the hotels outside of town. Implementing a tax on commercial rentals will be burdensome and ineffective for the City. If the Commissioners want day trippers to pay for using the beach and other City services, come up with a more comprehensive parking fee system. The fair way to raise identified revenue is to simply raise the low property tax.

Commissioner Mills said that this has been an exercise in developing the five-year capital improvement program. The purpose is to augment development of the budget. Assets need maintenance and replacement; and new improvements are needed and are identified in the five-year capital improvement proposal. Mr. Burt Dukes, City Manager Gregory Ferrese and Commissioner Mills have been working on a narrative to better describe the process and the intent of the five-year capital improvement program. The narrative will be distributed in the near future. The draft in hand should be renamed as a capital improvement request by department - unreviewed. The next step would be to develop a capital improvement request by department which has been reviewed. The program would include more review, validation and prioritization of the items by the City Manager. At that point, it will become more valuable as a forecasting tool. A deeper review is needed to look at the existing revenue sources so that sufficient funds are provided for the direct purchases in the next budget year. The City needs to better address long range budgeting needs. The use of a five-year capital improvement program that identifies these needs beyond one budget year would be a valuable tool. The City Manager assists and will assist in developing the next step in the five-year capital improvement program by reviewing, validating and prioritizing. The City Manager has told the Commissioners in previous meetings that they should start raising revenues and start saving and earmarking for future expenses and improvements. The City Manager has given specific suggestions for consideration. Paying down the debt is a good idea. Commissioner Mills has suggested that both can be done to live within means with existing revenue sources and pay for most of the capital improvements. The Commissioners need to look very carefully at raising extra revenues to pay for the increase in capital improvements and maintenance, and future purchases. The extra revenues can be allotted above what has been budgeted and use that to pay down the debt. The five-year capital improvement program is the foundation to start with and is prudent and fiscally responsible to start reacting and acting now.

Commissioner McGuinness said that in the correspondence and in talking with people, no one is against across the board property tax as long as it is earmarked and to use some of it to pay down the debt. Mayor Cooper noted that people are saying the property tax is the broadest tax, and this is the tax that should be increased.

Commissioner Coluzzi said that in regard to the property tax, the projected revenue for property taxes is \$1,126,000.00. There are approximately 2,800 properties in the City; and on the average, \$440.00 is paid per year in taxes. The property tax could be increased by 25%.

Commissioner Barbour agreed with increasing the property taxes, but some of the arguments made against this are the folks who are elderly and on fixed incomes. He suggested that those people could be grandfathered in. When the property is sold, it would be reassessed and the taxes would increase. Mayor Cooper said that this is not legal in Delaware. Relief could be given in the sense of low income, but not to freeze assessments. Commissioner Barbour asked if increase in taxes has been anticipated in the current budget discussions. Mayor Cooper said that other than the five-year capital improvement, there has been no look at the rest of the budget.

Commissioner Sargent said that all kinds of increases, but he was not sure the need has been established for an increase. Extra funds will be spent, and the earmarks will fall apart. The Commissioners need to decide whether to raise taxes if this is the time given the economic conditions. He has not heard people asking for more trash pickup, more police, etc. The City is not in a financial crisis. Commissioner Sargent questioned whether this is the time to raise taxes. Until the wastewater is taken care of, the Commissioners should not be

committing to something like the public safety building which is a high priority. Taxes should not be raised until they are needed. The City will have to pay principal and interest in the future. If the taxes would be raised, he wants to make sure it goes for that purpose and not for an increase in standard services. The City is well maintained, and services do not need to be expanded at this point in time. This is the wrong time to increase taxes.

Commissioner Mills said generally it is good financial practice to not raise extra revenues to pay off debt.

Mayor Cooper said that when the gross receipts tax on rentals was implemented, it was to be used for capital improvements. That source of revenue has been used to pay the debt and in some ways is still used for capital improvements.

Commissioner Barbour said that the City has already incurred debt, so there will be a deficit until it is paid down. To bring down the deficit, the taxes need to be increased. Commissioner Sargent said that there is \$1,000,000.00 worth of capital improvements in the budget this year, and the City is ahead of the game. The City does not have a deficit situation.

Commissioner Coluzzi said that money needs to be put aside for the police station. The Commissioners need to look at the earmarks and increase the property tax across the board. It is important for long range planning. Commissioner Barbour said that there are some things around the City which need to be fixed such as cleaning the parks, repairing sidewalks, etc.

Commissioner Lorraine Zellers said that there has been a dependency on the transfer taxes. The Commissioners have identified other revenue streams. Property taxes have not been raised for 15 years. Some of the taxes should be earmarked for capital improvements. There will come a time when the City cannot keep tightening its budget. With that being said, she does not want to price hotels out of competition with the highway or the rental properties. The City Manager should go through the budget process, and some things like property taxes can be decided upon at the time. A forecast is needed, and she views it as a tool. The figures may not be hard figures next year.

Commissioner Mills said that if the Commissioners raise the rental tax, it will be passed on to tenants. The Chamber of Commerce and Main Street indicated that if the Commissioners need to raise extra revenue, going across the board might be the most palatable to everybody, and it would be fairer.

Ms. Carol Everhart of Rehoboth Beach/Dewey Beach Chamber of Commerce, said that it is critical for all the businesses to know the results of this matter now. The common thread if the Commissioners are going to raise revenues, the businesses want to know what it is for, if there is a need and if it is going to be as fair as can be.

Mayor Cooper said that in regard to the rental tax, the customer looks at the bottom line of what he has to pay. The hotels, condominiums and townhouses west of the City have done more damage to the City because the renters do not have to pay anything, yet they get all the benefits.

Commissioner Barbour said that one of the issues he has with the hotels is they make money off of the City because of the beach, streets, etc., and the City has to maintain those. In the past, the City did not put an adequate assessment on the value of that to the hotels. It should be more clearly articulated that the City is charging the hotels to pay specifically for things like cleaning the streets.

Commissioner McGuinness thought that the Commissioners should think about looking at everything in regard to revenue such as possibly raising the trash rate, business licenses, etc. Commissioner Barbour agreed. Mayor Cooper said that this is a bad time to be requiring more money from people.

Commissioner Coluzzi asked how much of the \$980,000.00 has been spent this year in terms of capital improvements. Mr. Ferrese said that approximately \$950,000.00 has been spent on capital improvement, and \$25,000.00 has not been spent for the street paving at the wastewater treatment plant. Monies in the amount of \$25,000.00 have been budgeted for the Boardwalk maintenance this year, and \$25,000.00 will be budgeted next year and each year thereafter.

Commissioner Mills said that at one of the last meetings, Mr. Ferrese suggested to increase the property tax by 15%, establish a hotel/motel accommodations tax at 0.5% and increase the residential rental tax by 1%. Commissioner Mills presented the hotel accommodations tax from various other municipalities in other states. Commissioner Coluzzi presented the rental tax from other municipalities within Sussex County. Commissioner Mills said that if the Commissioners are going to look at the hotel accommodations tax, residential retail tax or gross receipts on commercial tax, they need to come to a conclusion soon so that the rental landlords can

produce their brochures, set their rates and send leases out. This will need to be determined soon because a meeting and a notice will need to be established for them or at least put those groups on alert..

Commissioner Barbour suggested that the Commissioners look at the 25% property tax increase and move forward from there; and then look at the other alternatives. The 25% would be put aside for paying down the debt.

Mr. Drexel Davison had several meetings this week with hotel, business and property owners, and he was surprised how many of them would not mind the property tax increase if it is across the board. The property taxes should be increased 100%.

Mr. Tom McGlone, 318 Laurel Street, would not mind having his property taxes doubled. Take the extra money and lower expenses on businesses to operate in the City, and encourage more businesses to come into the City.

Commissioner McGuiness asked if there is consensus of where the money would go if taxes are raised.

Commissioner Barbour agreed to a 25% property tax increase, and he would not be adverse to increasing the rental tax to 5%. Commissioner Mills said that his contention with the hotel accommodations tax has been the hotel patrons not paying anything directly to the City for using the beach, maintaining the bathrooms, beach cleaners, refuse collection, etc. Commissioner Barbour would like to have a broader discussion regarding this issue.

Ms. Bitsy Cochran suggested that this issue should be discussed at a workshop meeting because there is no consensus.

Commissioner Coluzzi thought that consensus was reached with increasing the property taxes 25%. She would like to see money put aside every year for the police station and municipal complex. The debt could be paid down if there is a surplus. The Commissioners should earmark portions of the \$300,000.00 for the police station, boardwalk maintenance, streetscape on Baltimore and Wilmington Avenues, etc. Commissioner Mills was uncomfortable about the Commissioners not figuring out a way to have hotel patrons pay for some of the City's services. He was more conservative with raising the property tax 15% and the rental tax 1%.

Commissioner Zellers said the property tax can be earmarked at budget time. Philosophically, she would agree to an accommodations tax and a rental tax on commercial of 1%; but she did not know if this is the time for those taxes.

Commissioner Coluzzi asked if there should be a gross receipts tax for commercial rentals. Commissioner Barbour thought that a gross receipts tax for commercial rentals should be implemented. Mayor Cooper said that rentals of houses and hotels should be included in the mix. Clearly this tax would be the hardest one to implement and police, etc.

Commissioners McGuiness and Coluzzi suggested that the business license fees, rental fees, etc. should be looked at as a source of revenue.

Mayor Cooper would like to see a first cut at the budget to see where the City is at regarding revenue.

Commissioner Mills said that residential rental tax should not be raised until the hotel accommodations tax is raised. Potentially this could be done in the future.

Commissioner Sargent said that in the interest of fairness, the one group of people who do not pay their way as much as others are the people who go to the hotels. A lot of services are provided to those people such as the beach, Boardwalk, streets, etc. The hotel accommodations tax should be the highest priority, but he is not advocating this tax. Commissioner Sargent would be willing to work with Mr. Ferrese to show what the numbers are regarding the impact.

Mayor Cooper suggested that Mr. Ferrese should plug in 25% as the first cut in the budget to be segregated for debt reduction, etc. and also see what the rest of the budget looks like. Commissioner Sargent did not think that the 25% should be earmarked.

The consensus of the Commissioners was to increase the property tax by 25%.

## **NEW BUSINESS**

Mayor Cooper called to discuss the status of the current year budget and ways to potentially simplify the

monthly financial reports.

Commissioner Sargent distributed to the Commissioners a July 2010 Monthly Budget Report for General Funds, Water and Wastewater Funds, Schedule of Loans Outstanding and Scheduled Payments, and the Actual and Forecast Cash Position. Commissioner Sargent tried to find a way of summarizing where the City stands with respect to the Budget each month. In using a number of conservative assumptions at this point, it is looking like relative to the Budget that there is approximately \$400,000.00 in net revenue. The components of this amount are from the transfer tax and the forecast for parking revenues. This indicates where the City stands regarding the Budget. For the next year to year and a half, the major sources and uses of the funds will be put in the report. Commissioner Sargent, Mr. Burt Dukes and Mr. Ferrese will be working on this report for the next month or two months. An Excel system will be set up that will take the original Budget which is annualized and calendarize it. The actual month by month figures will be put in as they come in, and then a full year will be forecasted.

Mayor Cooper called to consider adoption of a proposed Investment Policy for the City's money as required by GASB 40 and recommended by the City's auditors.

Mayor Cooper read the objectives of the Investment Policy which are safety of principal, liquidity and return on investments. This policy sets up that the City Manager is responsible for this, but it limits what places where he can put the City's money.

Commissioner Mills made a motion, seconded by Commissioner Sargent, to adopt the Investment Policy for the City of Rehoboth Beach, dated September 3, 2010. (Sargent – aye, Coluzzi – aye, McGuinness – aye, Cooper – aye, Barbour – absent, Mills – aye, Zellers – aye.) Motion carried.

#### **CITY MANAGER'S REPORT**

There were no Street Aid expenditures:

(See attached report.)

City Manager Gregory Ferrese reported that the City submitted two (2) competitive grants under Delaware's Energy Efficiency and Conservation Block Grant Program. The total of the two grants exceeded the maximum allowable award, and the City received an award of \$500,000.00. The State Energy Office will send Mr. Ferrese a project list including all eligible projects submitted under the two (2) grant proposals. The grant permits the City to make energy efficiency improvements in the Municipal Building, Police Department, Public Works Department and Senior Citizen Center. Two years will be allowed to complete the projects. The City has sent out 16 plans and specifications in regard to the Solar Panel Project. The City received a grant award in the amount of \$35,000.00. Sealed bids will be opened on October 7, 2010. The City has also submitted two (2) grant applications to DNREC to purchase three fuel efficiency vehicles. One will be a new hybrid and the other two new vehicles will be converted to propane fuel systems. If approved, the grant will pay for the cost premium difference from the standard vehicle to the high efficiency vehicle. The total grant submitted to DNREC is \$29,605.00. Grant award will be announced on November 15, 2010. The City also submitted to DNREC a Green House Gas Reduction Grant. This grant is for a pedestrian and bicycle master plan, complete streets policy, development of a three-phase LED replacement lighting plan, installation of 105 replacement LED pedestrian lights that will be installed in the streetlights along the sidewalk on Rehoboth Avenue, and Public Outreach and Educational brochures. Total grant submitted is \$214,000.00. Grant award date is November 15, 2010. DNREC will have a scoping meeting for the Environmental Impact Study (EIS) in the Convention Center from 1:30 p.m. to 4:30 p.m. on September 21, 2010. Senior Citizen Beach Day is scheduled for September 24, 2010.

#### **COMMITTEE REPORTS**

There was nothing to report.

#### **CITY SOLICITOR'S REPORT**

City Solicitor Mandalas reported Silver Lake conservation easement has been signed, but it has not been recorded to date.

#### **COMMISSIONER ANNOUNCEMENTS/COMMENTS**

There were none.

**Discuss items to include on future agendas.**

Topic to be included on a future agenda is a presentation by Mr. Dave Henderson, IT Department regarding parking meters at a future Workshop Meeting. Mayor Cooper requested that Mr. Henderson forward correspondence to him.

Mayor Cooper will be scheduling a Special Meeting on October 4, 2010 at 9:00 a.m. to regarding the ratification of the police contract, employee raises and Task Order No. 4 on the ocean outfall.

Mr. Walter Brittingham, 123 Henlopen Avenue, requested clarification as to employee raises and whether they would include the police officers. Mayor Cooper provided clarification in regard to the police contract and employee raises.

**CITIZEN COMMENTS**

There were none.

The Workshop Meeting will be held after the Special Meeting on October 4, 2010.

There being no further business, Mayor Cooper declared the meeting adjourned at 9:56 p.m.

Respectfully submitted,

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(Kathy McGuinness Secretary)