

**MINUTES OF THE MEETING OF THE
CITY OF SEAFORD MAYOR AND COUNCIL**

July 10th, 2018

7:00 PM

Mayor David Genshaw called the Regular Meeting to order at 7:00 p.m. with the following present: Councilwoman Leanne Phillips-Lowe, Councilman James King, Councilman Orlando Holland, Councilman H. William Mulvaney, III and Councilman Dan Henderson. Charles Anderson, City Manager, Mike Bailey, Building Official and Superintendent of Parks and Recreation, Katie Hickey were also present.

Councilman Mulvaney offered the opening prayer and Mayor Genshaw led those present in the Pledge of Allegiance.

Mayor Genshaw solicited any changes to the agenda; there were none.

Mayor Genshaw called for a motion to approve the minutes of the Regular Meeting on June 26th, 2018. Councilman Henderson made a motion to approve the minutes from the June 26th, 2018 Council Meeting. Councilman Holland seconded the motion; motion so passed with all present voting in favor.

CORRESPONDENCE

None.

NEW BUSINESS

Mayor Genshaw presented New Business Item #1, Katie Hickey, Superintendent of Parks and Recreation to present for approval a proposed Eagle Scout project to construct and install horseshoe pits and related amenities in the Seaford Sports Complex.

Ms. Hickey came forward and explained that with Council approval Giovanni Castellanos would be constructing three sets of horseshoe pits at the Seaford Sports Complex for the City of Seaford's Parks and Recreation Department. This request was made by the committee members of the annual AFRAM Festival who are eager to host their first horseshoe tournament. Along with three sets of horseshoe pits, Giovanni has also decided to construct three park benches in the same area for observation purposes or just to enjoy the park views. Ms. Hickey went on to explain that the pits would be located east of the Jay's Nest, on the opposite side of the parking lot.

Ms. Hickey noted that discussions regarding the construction of the pits has been a topic of conversation with the Parks Department for over a year and she is very pleased that Giovanni will be able to complete the construction for his Eagle Scout Project. It was asked that Giovanni complete the construction of the pits in time for the upcoming AFRAM Festival on August 11th. Since this will be a larger construction project it was not necessary for the benches to be

completed in time for the AFRAM festival; however, Giovanni must complete the construction by April of next year for his Eagle Scout Project.

Ms. Hickey noted that the Parks and Recreation Department will require that horseshoes be provided by the public and that there will be a sign placed stating that participants must "Play at Your Own Risk". The Parks and Recreation Department feels that this is a great opportunity to add an additional program to the Recreation Department and to bring additional residents out to enjoy the park.

Mayor Genshaw asked for any questions or comments from Council.

Councilman Henderson asked if the layout of the pits would impact the layout of the AFRAM Festival. Ms. Hickey stated that the layout of the AFRAM Festival will be close to the pits but that it would not affect any of the vendor set up.

Councilman King asked how far the benches would be from the pit in order to ensure the safety of the observers. Ms. Hickey stated that the Parks Department would ensure safety was a top priority and that while they would need to look into the exact location of the benches she would assume they would be at least 10 to 15 feet from the pits.

Councilman Mulvaney noted that as a safety precaution they may want to consider a backsplash for the pits to ensure the shoes don't bounce up.

With no other questions or comments, Mayor Genshaw called for a motion. Councilman Holland made a motion to approve the request for construction of horseshoe pits and added amenities to the Seaford Sports Complex. Councilman Mulvaney seconded the motion; motion so passed with all voting in favor.

Mayor Genshaw presented New Business Item #2, Presentation of the 2020 Comprehensive Plan Update; Request for Qualifications working group report and recommendation.

City Manager Charles Anderson stated that as Council is aware, the City of Seaford needs to update its comprehensive plan before the 2020 deadline for the current plan expiration. Over the last six months the City put out an RFQ (Request for Qualifications) document. There was a working group that was appointed by the Mayor that included Councilman Mulvaney, Director of Economic Development, Trisha Newcomer, Building Official, Mike Bailey and himself to review the responses to the RFQ. There were two responses to the Request for Qualifications publication that were submitted to the group on May 18th. The working group ranked those responses with criteria established by state law and the Delaware Association of Professional Engineers. In addition, on June 6th the working group also publicly interviewed both firms. Both firms were found to be qualified and presented innovative solutions to constraints concerning scheduling and outlined objectives. There was a top ranked firm established at that meeting based on their approach to the

outlined schedule and their solutions to identified problems. This firm has also done extensive work on comprehensive planning for several other Sussex County communities. After the interviews the committee unanimously recommended that the City consider awarding the Planning and Engineering Services Contract for the 2020 Comprehensive Plan Update to KCI Technologies, located in Dover, DE.

City Manager Anderson deferred to Councilman Mulvaney and asked if he would like to add anything in regards to the selection process. Councilman Mulvaney added that he believed the process went very well and that the firm was definitely qualified to complete the services within the time frame the City requested.

City Manager Anderson requested that Council defer a motion on New Business Item #2 and move to New Business Item #3 so that KCI Technologies can give a more in-depth presentation on the process and how they see it unfolding for the City.

Mayor Genshaw presented New Business Item #3, Debbie Pfeil, Associate; Planning Manager with KCI Technologies to present background and information regarding the 2020 Comprehensive Plan Update proposed process.

Ms. Pfeil came forward and introduced her team which included, Lauren Good, a Certified Planner for KCI Technologies and Nicki Davis, a project analyst and funding specialist. Ms. Pfeil noted that that it was refreshing to have a Request for Qualifications from the City of Seaford as opposed to an Request for Proposal; as typically a RFP is price driven and does not leave room for creativity for each individual municipality.

Ms. Pfeil went on to explain the history of KCI Technologies. KCI Technologies was founded in 1955 and is 100% employee owned with around 1,400 Employee Owners. This includes around 650 employees in Delaware and Maryland and more that 40 offices in 19 states. The Dover office opened in 2012 and is ISO (International Organization for Standardization) certified as of 2015.

Ms. Pfeil stated that KCI Technologies specializes in five different markets including: Site Facilities Market, Transportation, Utilities, Water and Administration. Some areas within those markets that are a primary focus include Municipal Funding; KCI Technologies prefers grants versus loans for all municipal projects. Also, Downtown Development District Planning; KCI Technologies has successfully implemented four of the seven Downtown Development District Plans in the state. In addition, Development Plan Reviews; KCI Technologies works on an on-call basis or when conflicts arise with planning performed by a municipality's own engineering firm. Regulation Review and Update services help update and regulate a municipalities codes; and finally, Comprehensive Planning. Since the City of Seaford has decided to complete this plan over multiple budget years, KCI Technologies will have the opportunity to find out what the Public, the Community, the Staff and Investors want to see done with the plan.

Ms. Pfeil went on to explain the five pillars KCI Technologies uses when setting up the planning process. The first is Reputable; previous clients will still have good things to say about their work. Resourceful; though they may not have all of the answers they will find them out. KCI Technologies has several offices and several other projects to look to where the same issues may have come up. Responsible; KCI Technologies is very loyal. Long-term relationships; KCI Technologies has worked with several government officials on multiple jobs throughout the state and can pull those resources if need be. Finally, Creativity on Partnerships; KCI Technologies believes in putting committees together by pulling those who represent all areas of the community.

KCI Technologies currently has on-call municipal contracts with thirteen different partners in Delaware, nine comprehensive plans in place and currently scoping the City of Rehoboth and a total of four successful Downtown Development District plans in place for clients. The plan is not necessarily to have Seaford look like any other City on the Eastern Shore; Seaford has its own creative climate that it would like to continue.

Ms. Pfeil added that KCI Technologies uses creative outreach to touch base with the community. They prefer meeting the public and collecting information through city-wide events as opposed to a Town Hall meetings where less than a third of the population might show up. They have also created an interactive map to help residents see vacant properties in an effort to fill those vacancies.

Ms. Pfeil noted that land development has become competitive between neighboring municipalities. There is constant competition to see who is the fastest, with the lowest fees, quickest process and business friendly. KCI Technologies has a "Toolkit" to help municipalities navigate through that process.

Ms. Pfeil noted that since they are on their 7th plan there has already been a lot of research done on Sussex County and that information will save the City of Seaford a lot of time and money. This information is not customizable; it is a state requirement. Things that need to be included in the comprehensive plan include: Services, City Transportation, Utilities and Land Development. These components are needed to have a certified plan through the State which allows the municipality to receive a large portion of its funding. KCI Technology plans to start its focus on Seaford's economic development and housing. Development on housing would include an inventoried list of the type of housing Seaford offers and what we may need more or less of.

The project for the City of Seaford is broken down into four simple phases:

1. Identify Resources, data collection then the creation of the plan.
2. Kickoff, the presentation of the data collected and outreach to the community to find out what information we still need.

3. Public Comment. By this point enough data should have been collected from stakeholders in all areas of the community that the public hearing portion of the process should just be the "Rubber Stamp"
4. Adoption.

KCI Technologies has proposed twelve project Meetings. This number can change based on the needs of the Planning Commission. The firm does not feel that there is a lot to be addressed based on State comments and the previous plan in place for the City of Seaford; however, they do not know what information they will receive for the Public or Council at this time. It is requested that the Planning Committee and Council be a part of this process so that everyone understands the "hows" and the "whys" of the comprehensive plan.

Ms. Pfeil noted that this Comprehensive Plan will be different than the last in that it will be based on accountability. Once the Comprehensive Plan is in place, it is law. This deals mainly with land use and zoning and the State will ensure that the municipality sticks to the plan. In addition, there have been several initiatives that have been put in place since the previous plan and those initiatives should be included in the new plan. This shows the community that you have taken capital funds out of your budget and put it back into the City. In addition, the way the City reaches out to the community will change. Most residents don't feel comfortable voicing their opinions in a town hall; this plan will help reach residents on their comfort level. A major part of the process is funding and while procuring this funding the State will want to know if the requests for those funds were included in the City's Comprehensive Plan. Ms. Pfeil explained that KCI Technologies will set the plan up to help receive this funding and assist with its implementation.

Ms. Pfeil went on to explain how the City and KCI Technologies would proceed if they were chosen to create the Comprehensive Plan. The first step would be to define the task and rolls of the Staff within the City. This cost saving plan allows staff to assume a multitude of rolls and ensures that KCI Technologies is more of an extension of staff as opposed to creating the entire plan on their own. Once responsibilities are assigned a schedule of events can be created. Ms. Pfeil noted that KCI Technologies does not typically hold events in the winter months as they find residents are less likely to attend. In conjunction with a schedule of events, Staff will begin collection of data and allow a few months for that data to come back in.

Ms. Pfeil closed by thanking Mayor and Council for the opportunity to potentially be a partner in the City of Seaford's progress and to have the ability to work with the City and not just for It. Mayor Genshaw asked for any questions or comments from Council, there were none.

Mayor Genshaw presented New Business Item # 4, Present for approval the professional services agreement letter with KCI Technologies for the 2020 Comprehensive Plan Update.

City Manager Anderson explained the Professional Services Agreement Contract and noted the Schedule of Rates in addition to the layout of the four phases of the plan. He added that these phases including the twelve recommended meetings, as explained in Ms. Pfeil's presentation. Each phase has an estimated cost based on the scope of work and a total cost of \$56,000.00 over the period of time to get to 2020. He noted that Council did budget \$60,000.00 for this process and that the plan will most likely span over two budget years. The ultimate goal would be to have the Comprehensive Plan in place by the January 2020 deadline. If this is not accomplished then the ability to allow things like annexation would be more difficult. Having the plan in place by that deadline allows more continuity for our residents and developers who may want to grow or are interested in coming to Seaford.

Mayor Genshaw asked for any questions or comments from Council.

Councilman King asked if after the ten-year Comprehensive Plan is in place will the City of Seaford then not hear from KCI Technologies again or will they continue to follow up with the City. Ms. Pfeil stated that KCI Technologies does typically continue to assist on an on-call basis. In addition, it is required by law that within the first eighteen months the City must have all of the zoning changes completed to match the comprehensive plan. In that timeframe the firm will look for updates that need to be changed in the City's code and other operational updates. For that reason, KCI Technologies recommended the \$1000.00 on-call service for any additional needs. In addition, they will continue to look for new opportunities for grants to help the City and forward that information along to the City Manager. Ms. Pfeil noted that during a comprehensive plan implementation, KCI Technologies has already done the research and has the information about the project to ensure a long-term relationship.

Councilman Henderson asked for clarification on the start dates for Phase 1 and Phase 2. He asked if they would start in 2018 or the Spring of 2019 as Ms. Pfeil noted that the firm does not typically like to start the process during colder weather. Ms. Pfeil stated that the first phase of data collection is typically a four to six month process. Once the data is collected it can be presented in the winter months but released to the public in early Spring when the firm can attend local events.

Councilman Henderson asked how long the PLUS public review would take. Ms. Pfeil replied that this process typically takes 90 days. Councilman Henderson noted that KCI Technologies is confident that there is plenty of time to implement the entire plan; however, it seems like there are a lot of items crunched together in the time frame allotted. Ms. Pfeil noted that a large portion of the data collection concerning state and county initiatives and requirements has already been done through KCI Technologies' work with other municipalities. In addition, there is a lot of behind the scenes work being done during the data collection that is planned for phase 2 and 3. This includes things like mapping, designing the SWAT analysis and beginning a draft of the community survey. She noted that KCI Technologies does not feel like they are in a position where they would need to ask for an extension from the state.

Councilman King asked City Manager Anderson if the total cost included the mentioned on-call service. City Manager Anderson confirmed that it was included in the proposed services. Ms. Pfeil also added that the \$1000.00 cost on the on-call service is earmarked for when the firm receives e-mail authorization from the City Manager.

With no additional questions or comments, Mayor Genshaw called for a motion on New Business Item #2. Councilman King made a motion to accept the Comprehensive Plan Update Request for Qualifications working group report and recommendations as presented. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all voting in favor.

Mayor Genshaw called for a motion on New business #4. Councilwoman Phillips-Lowe made a motion to approve the Professional Services Agreement with KCI Technologies for the 2020 Comprehensive Plan Update. Councilman Henderson seconded the motion; motion so passed with all voting in favor.

Mayor Genshaw presented New Business Item #5, Present for approval the Economic Development Committee's recommendation to award a Rental to Home Ownership Incentive to the seller and purchaser of 734 Rosetree Lane.

City Manager Anderson explained that the Economic Development Committee which consists of; Mayor Genshaw, Vice Mayor Henderson, Economic Development Director, Trisha Newcomer, Joan Neal and himself met July 6th with regard to two applications for Rental to Home Ownership Incentive. Last October, Council, specifically working with the Vice Mayor, came up with an incentive for those in Seaford with an existing rental home. If the home has been a rental property for three or more years and that owner sells the property to someone who plans to live in and take occupancy of the home within one year; the City will give the buyer and the seller an incentive. Building Official, Mike Baily and Economic Development Director, Trisha Newcomer held a public workshop last month to discuss rental licenses and other various housing incentives and it was found that a local realtor was unaware of the incentive. The realtor subsequently followed up with Mrs. Newcomer and brought forth two homes; the first being 734 Rosetree Lane. This home was a rental property for twelve years and after the sale it will become homeowner occupied. The seller is B&B Shore Properties, LLC and the way the incentive works, the seller will receive an upfront incentive based on the total of 5 years' worth of tax payments on that property. In the example of 734 Rosetree, with a tax rate of \$452.91 annually, the total incentive would come out to \$2,264.55. In addition, the buyer would qualify for a 5-year tax abatement. In this program the buyer would have a tax rate of zero the first year and then an increase of 20% of the tax rate each year for 5 years.

The second application for 116 Maple Street is very similar; the home has been a rental property for 11 years and would become homeowner occupied. The seller of this property is Darryl W. Banning and his incentive at a tax rate of \$460.04 annually would total \$2,300.20. City Manager Anderson added that the buyer will sign an agreement stating that the house will be homeowner

occupied or they will lose the tax incentive. He also noted that the Economic Development Committee did discuss this at length and unanimously agree to recommend to Council these two incentives as outlined be awarded.

City Manager Anderson asked Mayor Genshaw and Vice Mayor Henderson if they had any additional comments on the process. Vice Mayor Henderson noted that he hopes that this process is marketed so that the general public is aware and that more people will take advantage of the incentive.

City Manager Anderson added that the great part of the program is that it works on both sides of the equation by meeting a desire of the City Council while creating good incentive for residents.

Mayor Genshaw asked for any questions or comments from Council. Councilman Holland asked if this incentive will also be available to first-time homebuyers. City Manager Anderson explained that it would be available to those buyers but reminded that the home would need to have been an existing rental property for at least three years prior to changing hands. In addition, the buyer cannot be non-profit as there would be no taxes to abate and it can only be single family dwellings; no duplexes or multi-family homes.

Councilman Henderson added that it would be advantageous to a first-time home buyer because it would make the home more affordable for the first few years and they can leverage other incentives as a first-time homebuyer along with the City's incentive.

With no other questions or comments, Mayor Genshaw called for a motion. Councilman Henderson made a motion to approve the Economic Development Committee's recommendation to award the Rental to Homeownership Incentive to the purchaser and seller of 734 Rosetree Lane. Councilman Mulvaney seconded the motion; motion so passed with all voting in favor.

Mayor Genshaw presented New Business Item #6, Present for approval the Economic Development Committee's recommendation to award a Rental to Home Ownership Incentive to the seller and purchaser of 116 Maple Street.

With no other questions or comments, Mayor Genshaw called for a motion. Councilwoman Phillips-Lowe made a motion to approve the Economic Development Committee's recommendation to award the Rental to Homeownership Incentive to the purchaser and seller of 116 Maple Street. Councilman Holland seconded the motion; motion so passed with all voting in favor.

OLD BUSINESS:

Mayor Genshaw presented Old Business Item #1, Present for approval conservation easement documentation specifying use of the property located at the end of South Cannon Street (SCTMP# 431-7.00-23.00) for public recreational access.

City Manager Anderson stated that due to the holidays, the City did not receive a response back from the Chesapeake Conservancy Group and it is requested that the matter be tabled again.

Mayor Genshaw called for a motion. Councilman Mulvaney made a motion to table Old Business Item #1. Councilman Henderson seconded the motion; motion so passed with all voting in favor.

REMINDER OF MEETINGS & SETTING NEW MEETINGS

Nanticoke Riverfest – July 14th from 9:00 a.m. until 9:00 p.m., Downtown Seaford.

Governor John Carney will be at Seaford Police Department to announce the broadband initiative for Sussex County on July 24, in the afternoon (exact time to follow).

Former Councilwoman Grace Peterson's Retirement Dinner, July 26; 5:30 p.m. at the Nanticoke Yacht Club

COMMITTEE REPORTS

Councilman Henderson reported on Police and Fire. He reported that there were a total of 289 EMS runs. He also noted that a fourth employee was added on weekends for staffing to have two ambulance crews in service from 0600-1800. The EMS crews attended two public events; the Seaford School District Summer Kick-Off Party on June 14 and Alex's Lemonade Stand near Rita's on June 23. All EMS personnel and EMS vehicles are currently in service and there were no reported injuries.

In the monthly fire report, it was noted that there were 72 alarms during the month of June; 47 within the City, 20 outside City limits and 5 assist/standbys at other fire companies. Training in June included dive training at the Boy's and Girl's Club pool on June 6th and hose handling at the Nylon Capital Shopping Center on June 20th. The Fire Department participated in several community events in June including the Seaford High School Graduation on June 1st, the Seaford School District Summer Kick-Off Party on June 14 and Alex's Lemonade Stand near Rita's on June 23. The week before the 4th of July the SVFD sent personnel and apparatus to Federalsburg, Lewes, Bethany Beach and Rehoboth Beach for fireworks coverage, Laurel's 4th of July parade we sent a crew with Tanker 87 to participate and the department attended Touch-A-Truck on July 7th which was rescheduled due to inclement weather in June. Notable Alarms included a shed fire on Rodney Street on June 6th, a farm tractor fire at Ross Station Rd. and Park Ave. on June 8th, and a house fire on N. Arch St. Ext. on June 27th.

Police department activity included several notable events. Using Facebook on June 25, 2018, Detective Chambers uploaded photos from a robbery at an ATM back in January. The suspect was identified within a few minutes as Devontae Massey, 26, of Bridgeville. A warrant was issued, and he was found to be living at Sussex Correctional Institute. He was then charged with Robbery 2nd Degree, Possession of a Firearm during the Commission of a Felony, and Unlawful Imprisonment.

In administration it was noted that Patrolman Wilson's wife, Alexis, gave birth to a healthy baby girl, Emmy, on June 26, 2018 and On June 29, Chief gave a presentation regarding Active Shooter Scenarios at Nanticoke Memorial Hospital to their security team. Councilman Henderson added that it is an unfortunate reality but he really appreciates Chief Kracyla's assertiveness and vision in preparing institutions for this type incident.

On July 6, 2018, Chief held bi-weekly Sergeant's meeting. After the meeting, Operations Manager of the JP Courts in New Castle conducted a presentation regarding electronic signatures for warrants. This is a pilot program that Seaford was selected to participate in. This is a valuable program saving officers and the courts an enormous amount of time obtaining warrants. Potentially, it would enable an officer to obtain a warrant via Skype from his/her patrol vehicle.

In the community; On July 7, B Shift attended the rescheduled Touch-a-Truck event at Trinity Logistics. A plaque was awarded to the officers working the event.

In traffic, a DUI patrol by one officer on July 2, 2018 resulted 9 vehicle stops and 11 arrests. Finally, in training; Sgt. Miller and Pfc. Short attended NHTSA (National Highway Traffic Safety Administration) Refresher/Update course on June 28, 2018.

Councilwoman Phillips-Lowe reported that in Public Works work completed included: Paint machine was repaired and painting is on-going, Conwell and Junipers Streets were paved and patching is on-going, budgeted work to Pine St. lift station has finished, Crews responded to SeeClickFix items, finalizing asset management review, currently reviewing Tull Drive extension plan, prepared truck bid for advertisement

In addition, Public Works Employees took the street sweeper to Trinity Logistics for the Touch-a-Truck event on 7/7/18, AMI deployment is to start July 10th, Multiple meetings were attended and all routine tasks were performed. One man down due to surgery and there is currently one open position.

In WWTF & Compost, plant performance is good and the department is currently out of compost to sell. They are received regular Proximity waste and Leachate treatment going well

In the upcoming two weeks Public Works and WWTF & Compost plan to complete the following tasks.

- Paint curbs

- Weed spray
- Paving contractor should finish patching
- Work on sign replacements
- Replace fire hydrants (ongoing)
- Continue all routine tasks
- Start on Virginia Ave sewer extension project bid

WWTF & COMPOST

- Keep the plant up and running with no violations
- Perform maintenance as needed
- Screen for compost

Councilman Mulvaney reported that Director Bill Bennett was on-site with the contractors during the removal of the transformers and regulators from the Central Substation; removal was completed with no issues. Director Bill Bennett was also on vacation for a week.

Crew work included continued work on the central substation demolitions and trimming trees on Pine Street, Spruce Street and 3rd Street. These streets are on direct route to the hospital and must be kept as clear as possible. Door hangers began being placed on the properties to inform residents of the first stage of the AMI meter installation. The first 24 meters are due to be installed by Next Gen on July 10th.

Councilman Mulvaney added that during the recent heat wave there were 2 outages; both related to transformers needing to be replaced. One outage on Governors Grant affected 2 homes and the other outage was on the 200 block of Porter Street where Greg smart received medical attention due to heat related issues.

Councilman Mulvaney also reported that himself along with some City staff and the crew from Next Gen observed the first of the new meter installations at 302 N Arch Street. He noted that he timed the total processes from pulling the red lock tab to installing the new meter was 45 seconds. This resulted in a power lose for the customer for less than one minute.

In Administration, Councilman Holland reported that the City-wide AMI deployment project starts July 10. Meetings included the weekly Staff Meeting, a Meeting with Allen Harim realtor regarding potential subdivision of property and utility separations, AMI progress meeting and a claim review meeting with Travelers Insurance.

Other work included preparation of the Council agenda and proofed meeting minutes, attended the North East Supply ribbon cutting event and the Economic Development Committee meeting and prepared a map and list of property owners to contact for the Middleford Road sewer extension project.

In Information Technology it was reported that there was a meeting with the vendor Candoris about security camera project, Riverfest organization and prep work, Laptop Card installations and setup, and work on Renewals of Services and quoting new equipment. In addition, there was a meeting with the police department in regards to E-Signature and Video Process

In administration it was reported that Staff attend an FOP Negotiation meeting, worked with staff to prepare for AMI Project implementation, perform End of Year Rollover in MCSJ, preparing for Annual Audit and all other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Councilman King reported that in the Code Department, Code Department Report:

Building Official Mike Bailey reports that the Code Department is doing routine inspections for on-going projects, violation inspections and performing plan reviews for new permits. The Code Department has issued 133 permits as of July 6, 2018. Building Official Mike Bailey & Code Officer Shannon Passwaters have finalized the Riverfest vendor list.

Large Project Statuses:

Eagle Diner - Waiting for final inspections.

Royal Farms - Work has begun on installing entrances to this location and is scheduled for completion on Monday July 16th.

Ross Station Event Center - Plan review is done. Waiting for Fire Marshal Approval.

In Parks & Recreation, Superintendent of Parks and Recreation Katie Hickey reports that the Parks Department has completed routine jobs including preparing the soccer and softball fields, weekly trash pick-up, and grass cutting. Youth Co-Ed flag football sign-ups are underway with extended signup days in July and preparation for Men's slow pitch softball season starts in August.

Superintendent Hickey has attended several Riverfest meetings; her and her team are now in the final stages for this event which is scheduled for July 14th.

A special thanks to Parks & Recreation and Code Department employees for their hard work and dedication to get The City of Seaford ready for Riverfest 2018!!!

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City of Seaford Mayor and Council

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With no further comments, Mayor Genshaw called for a motion to hold an executive session for the purpose of discussing negotiations; site acquisition. Councilwoman Phillips-Lowe made a motion at 8:07 p.m. to go into executive session. Councilman Holland seconded the motion; the motion so passed with all present voting in favor.

Councilman Mulvaney made a motion to reopen the regular Council Meeting at 8:25 p.m. Councilman King seconded the motion; motion so passed with all present voting in favor.

Councilman Henderson made a motion to close the regular Council Meeting. Councilwoman Phillips-Lowe seconded the motion; motion so passed with all present voting in favor. The meeting was adjourned at 8:26 p.m.

Charles D. Anderson, City Manager

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