

**AGENDA**  
**REGULAR MEETING OF THE MAYOR AND COUNCIL**  
**September 12, 2017**  
**SEAFORD CITY HALL - 414 HIGH STREET**

- 7:00 P.M.** - Mayor David Genshaw calls the Regular Meeting to Order.
- Invocation
  - Pledge of Allegiance to the Flag of the United States of America.
  - Executive Session - Litigation
  - Changes to agenda for this meeting.
  - Approval of minutes of the regular meeting on August 22, 2017.

**CORRESPONDENCE:**

- 1.

**NEW BUSINESS:**

1. Bid- 2017 One Ton 4X4 Dump Truck & Snow Plow for Public Works.
2. Berley Mears, Director of Public Works to present a funding request for the Transportation Alternatives Program for design and engineering services for a project to add a pedestrian crossing at Front and Market Streets on the south point of Gateway Park.

**OLD BUSINESS:**

1. Present for the second reading an Ordinance of the City of Seaford to create a rental to home ownership incentive in Chapter 16 Exemption from Taxation, Article 4 Rental to Home Ownership Incentive.

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**REGULAR MEETING OF THE MAYOR AND COUNCIL**  
**September 12, 2017**

**REMINDER OF MEETINGS & SETTING NEW MEETINGS:**

1. DEMEC, 23<sup>rd</sup> Annual Dinner Meeting, Dover Downs, September 20<sup>th</sup>  
@ 5:30 p.m.
2. Seaford Police Department Community Night Out; Seaford Police  
Department, Virginia Avenue, September 21<sup>st</sup> from 5 p.m. until 8  
p.m.

**SPECIAL NOTE:**

**Thank a Police Officer Day**, also known as National Tell a Police Officer "Thank You" Day, is observed next on Saturday, September 16th, 2017.

**COMMITTEE REPORTS:**

1. **Police & Fire - Councilwoman Leanne Phillips-Lowe**
2. **Administration - Councilman Orlando Holland**
3. **Code, Parks and Recreation - Councilwoman Grace Peterson**
4. **Public Works & WWTF - Councilman William Mulvaney**
5. **Electric - Councilman Dan Henderson**

**Mayor Genshaw calls for a motion to discuss litigation.**

**Mayor Genshaw closes the regular Council meeting and goes into Executive Session.**

**Mayor Genshaw reopens the regular council meeting.**

**Mayor Genshaw solicits a motion to adjourn the regular council meeting.**

**NOTE:** Agenda shall be subject to change to include or delete Additional items (including executive session) which arise at the time of the meeting. (29 Del. C. S1004 (e) (3))

N.B.1  
9/12/17

**City of Seaford**

# Memo

**To:** Dolores Slatcher, CM  
**From:** Berley Mears, DPW  
**CC:** Charles Anderson, ACM  
**Date:** 9/7/2017  
**Re:** 2017 One-Ton Dump Truck Bid

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After reviewing the bid for the 2017 One-Ton Dump Truck, and confirming the bid met the specifications, I would like to make a recommendation to proceed with this purchase to Hertrich Fleet Sales, Inc. for the amount of \$40,296 which includes \$6,100 for the trade-in. Please place this on the agenda for the September 12, 2017 Council meeting for approval. Please let me know if you have any questions.

NB # 1  
3-22-17  
O.B. # 1

ORDINANCE #20??-0?

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend 9/12/17  
Chapter 16, of the Municipal Code of Seaford, Delaware relating to "Exemptions from Taxation", in  
the manner following, to wit:

Chapter 16 of the Municipal Code of Seaford, Delaware is hereby amended by adding a new Article 4  
- RENTAL to HOME OWNERSHIP INCENTIVE and renumbering the existing Article 4 to Article 5  
SUBDIVISION EXEMPTION to read as shown on the following pages.

	First Reading Date
	Second Reading Date & Adoption
	Advertisement Date
	Effective Date of Ordinance

**CITY OF SEAFORD**

By: \_\_\_\_\_  
Mayor

Witness: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Manager

## CHAPTER 16 – EXEMPTIONS FROM TAXATION

### ARTICLE 4 – RENTAL to HOME OWNERSHIP INCENTIVE

*[Amended on ??/??/20?? by Ordinance #20??-??]*

#### **§16.4.1 Purpose.**

In an effort to aid in home ownership within the City of Seaford and the conversion of residential rental properties to owner occupied housing, an incentive, as described below, may be provided to qualifying properties.

#### **§16.4.2 Qualifying Properties.**

A qualifying property is one that:

- A. Involves an existing building used as a single family residence within the Seaford City limits;
- B. The residence was used exclusively as a rental property for a minimum of five years immediately prior to conversion to an owner occupied property;
- C. The new owner must occupy the property within one year of the date of purchase;
- D. Has been recommended by the Economic Development Committee and approved by the Seaford City Council;
- E. Organizations with non-profit status do not qualify for the provisions of this ordinance;
- F. The property owner must be in good standing with all City accounts at a zero balance within terms in order to receive any incentive.

#### **§16.4.3 Amount of Incentive.**

- G. For the Buyer: The City will abate the City property tax charge for a qualifying property for five years after occupancy by the property owner. The City will graduate the City property tax charge for a five year period i.e. (year 1= No Property Tax Charge; Year 2 = 20% of the tax assessment) until year six; when the property will be charged the full property tax assessment in effect at such time. The tax incentive is non-transferable.
- H. For the Seller: The City will provide an incentive equal to five times the full property tax assessment in effect at the time of transfer to a qualifying property owner. The City will disburse the Seller incentive once the qualifying buyer occupies the property.

#### **§16.4.4 Requirements.**

- I. In order to be considered for incentive benefits, the owner(s) of the property must:

1. Submit an Incentive Application;
  
- J. An agreement outlining the terms and uses of the incentive must be formed between the property owner(s), the seller and the City of Seaford before funds are distributed to the seller or property taxes are reduced for the buyer.

§16.4.4 through §16.4.99      RESERVED

**ARTICLE 5 – SUBDIVISION EXEMPTION**

*[Amended on 05/22/2012 by Ordinance #2012-01]*

**§16.5.1 Applicability.**

This article shall apply to any subdivided lands of greater than five (5) acres located within the corporate limits of the City of Seaford which shall receive approval by the City subsequent to the date of enactment of this article provided they are actively farmed or leased to a non-profit recreational program.

**§16.5.2 Application for exemption.**

- A. Following final approval of a subdivision by the City of Seaford for parcels greater than five acres that are used for farming or non-profit recreational purposes, a subdivision owner may make application to the City Manager of the City of Seaford for a subdivision assessment exemption with respect to municipal taxation.
- B. A subdivision owner may designate which lots within a subdivision are not to be offered for sale.
- C. The owner must submit the leases for farming, non-profit recreation, or sign an affidavit when owner is farming the lands upon application and annually thereafter.
- D. The first five acres of a parcel are taxed in accordance with the zoning designation and the other land remains exempt until such time as the designation changes.

**§16.5.3 Individual lot assessment.**

- A. Notwithstanding the provision of §16.4.2 herein, individual lots within a subdivision will be assessed on an individual lot basis under any of the following circumstances:
  - 1. A permit is issued by the City for road or utility construction with respect to those lots.
  - 2. The City approved phasing plan shall be followed and all lots in a phase shall be subject to taxation upon permit issuance for that phase.
  - 3. Those lots are offered for sale or have been sold on an individual lot basis.

**§16.5.3 Termination of individual lot assessment.**

If owner fails to retain his subdivision approval then the City of Seaford shall delete the subdivision from its records and notify Sussex County to also delete the recorded subdivision from their property records.

**§16.5.4 Special fee.**

A property in excess of five acres with the farming or non-profit recreational exemption which has been subdivided and recorded will be subject to the one-time re-assessment fee in the year it occurs or the annual maintenance of assessment fee for each subdivided parcel.

**§16.5.5 through §16.5.99 RESERVED**

**END OF CHAPTER**