

**AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
April 23, 2024
SEAFORD CITY HALL - 414 HIGH STREET**

The meeting will be streamed via live feed.

To view a live meeting visit one of the links below:

- On our website: www.seafordde.com/meetinglivefeed
- On Facebook: www.Facebook.com/cityofseaford
- On YouTube: <http://www.youtube.com/c/CityofSeafordDe19973>

To view this meeting agenda and supporting documentation visit our website:
www.seafordde.com/government/mayor_council/council_agendas_minutes

Comments and questions may be emailed to: Councilinfo@seafordde.com

**6:00 P.M. - ~~POSTPONED~~ Meet and greet the City of Seaford Police
Departments new K-9 Elk and handler Corporal Cody Mathews.**

7:00 P.M. - Mayor Genshaw calls the Regular Meeting to order.
- Invocation
- Pledge of Allegiance to the Flag of the United States of America.
- Changes to the agenda for this meeting.
- Approval of minutes of the regular meeting on April 9, 2024.

ALL ITEMS ON THIS AGENDA MAY OR MAY NOT BE VOTED ON.

PUBLIC COMMENT:

1.

CORRESPONDENCE:

1.

NEW BUSINESS:

1. Present the results of the April 20, 2024 Municipal Election.
2. Mr. Jim Bowden to request recognizing Mr. Henry A. Morris at the Little League Complex.
3. Present for approval a revision to Section 23; Fire Department Appropriation, of the Municipal Charter that would remove the language from the section in its entirety.
4. Present for a first reading changes to Section 11.7.1 and 11.7.12 (D) of the Municipal Code to revise the Sanitary Sewer Tap Fee and the Downstream Sewer Assessment Fee language.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

April 23, 2024

5. Present for a first reading changes to Section 14.4.1 of the Municipal Code to revise the language related to Water Tap Fees.
6. Present for approval changes to the Fee and Rate Schedule to revise the Downstream Sewer Assessment Fees.
7. Bids - Decommissioned Police Vehicles.
8. Bids - Clean-up week.
9. Bids - Street Paving.

OLD BUSINESS:

- 1.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Little League Opening Day, May 4th 2024, 9:00 a.m. Williams Pond Park.
2. Budget meeting #1, May 7th, 6:00 p.m., City Hall Council Chambers.
3. City-wide Clean Up Week; May 13th - 17th.
4. Trisha Newcomer, Director of Economic Development and Community Relations will be acting City Manager from April 28th - May 6th, 2024.

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. §1004 (e) (3))

Date Posted:

Posted by:

NB # 2
4/23/24

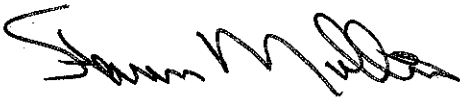
April 15, 2024

To; Mayor and City Council

Recently during our April board meeting, Mr. Jim Bouden brought it to our attention that 52 years ago the current board at that time had agreed to name the Little League complex at Williams Pond Park in honor of Henry A. Morris. After reviewing the documentation that Mr. Bouden produced, it was agreed to that we, the current board of directors, wanted to recognize this action. It was agreed to that a sign that would go on top of the All Star team recognition board that would read "Welcome to the Henry A. Morris Little League Complex".

Thank you for your consideration in this manner. We feel that this action, along with the other improvements going on in the park, will help bring attention to our league as we strive to build more community involvement.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Steven Mullin", with a stylized flourish at the end.

Steven Mullin
President
Nanticoke Little League

NB#3
4-23-24

REDLINE COPY

Fire Department Appropriation.

Section 23.

~~(A) The City Council may set aside or appropriate annually a sum not to exceed ten per cent (10%) of the total amount collected as taxes on real estate, to be used to provide and maintain equipment of the Seaford Volunteer Fire Department, Inc. 66 Del. Laws, c. 327~~

~~(B) The President of the said Fire Department shall, at the last regular meeting of the City Council immediately preceding the annual election or as the City Council, by resolution, might otherwise require, submit a report to the City Council setting forth the number of fire alarms answered since the last report was made to the Council, the number of miles traveled by each piece of equipment of the fire department, the average number of firemen present at each alarm, and the general condition and efficiency of the Fire Department.~~

Amended: ??/??/2024

Fire Department Appropriation.

Section 23.

(A) Reserved

(B) Reserved

Amended: ??/??/2024

NB# 4
4-23-24

ORDINANCE #2024-01

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend Chapter 11, of the Municipal Code of Seaford, Delaware relating to "Sewers", in the manner following, to wit:

Chapter 11, of the Municipal Code of Seaford, Delaware is hereby amended by amending §11.7.1 and §11.7.12 D., to read as shown on the following pages.

__/__/2024	Date of First Reading
__/__/2024	Date of Second Reading & Adoption
__/__/2024	Date of Advertisement
__/__/2024	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

§11.7.1 Sanitary sewer tap fee.

A. New users of the sanitary sewer system, requiring a sewer tap as described in §11.3.1, shall be charged a one-time sewer tap fee for each dwelling unit, building or separate commercial, industrial or institutional space, tenant or unit located within the City.

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B. The tapping fee is not a fee to "physically connect to" the system, but instead a fee to pay for and secure a portion or share of the sewage capacity needed in the collection, conveyance, and treatment facility of the city.

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~~1.C.~~ The purpose of the sewer tap fee is a contribution of capital that can be used toward the future expansion of the city wastewater treatment and collection systems.

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A.D. The fee shall be established by the City Council.

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B.E. The current Sewer Tap Fee shall be published in the "City of Seaford Schedule of Fees and Rates".

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§11.7.12 Downstream Sanitary Sewer Impact Fee.

~~1.~~ D. The purpose of the Downstream Sanitary Sewer Impact fee is a contribution of capital toward future expansions &/or reimbursement to the City for previous expansions of the following downstream sanitary sewer sheds as published in the "City of Seaford Schedule of Fees and Rates" as approved by City Council.

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7-23-24

ORDINANCE #2024-02

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend Chapter 14, of the Municipal Code of Seaford, Delaware relating to "WATER", in the manner following, to wit:

Chapter 14, of the Municipal Code of Seaford, Delaware is hereby amended by amending **§14.4.1 Water tap fee** as shown on the following pages.

__/__/2024	Date of First Reading
__/__/2024	Date of Second Reading & Adoption
__/__/2024	Date of Advertisement
__/__/2024	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

§14.4.1 Water tap fee.

A. New users of the municipal water system, requiring a water tap as described in §14.3.1, shall be charged a one-time water tap fee for each dwelling unit, building or separate commercial, industrial or institutional space, tenant or unit located within the City.

B. Existing users of the municipal water system, requiring an increase in water tap size, shall be charged a water tap fee based on the difference in fee rates between the existing tap size and the proposed tap size.

C. The tapping fee is not a fee to "physically connect to" the system, but instead a fee to pay for and secure a portion or share of the water capacity needed in the production, distribution, and treatment facility of the city.

~~D.~~ The purpose of the water tap fee is a contribution of capital that can be used toward the future expansion of the production, distribution, and treatment facilities of the city.

~~E.~~ The fee shall be established by the City Council.

~~F.~~ The current Water Tap Fee shall be published in the "City of Seaford Schedule of Fees and Rates".

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NB# 6
4-23-24
RED LINE

CITY OF SEAFORD

SCHEDULE OF FEES AND RATES

Amended **February 27**_____, 2024
27_____, 2024

Effective **February**

The following fee & rate schedule contains base fees for different services and or permits obtained from the City of Seaford. The rates shown here are only current as of the date shown above. Fee calculations for permits must be performed by the City Code Department to ensure accuracy. Fee rates are never guaranteed and are subject to change at any time by an act of the City Council.

PROPERTY TAX RATE

Assessment is based on 2019 market values. The City of Seaford's taxes are assessed at 100% of appraised value and taxed at \$0.34 per \$100 of assessed value.

PROPERTY TAX RE-ASSESSMENT FEE:

As determined by current assessment charges.

* This fee applies to property tax reassessments necessary due to Sub-division Farm Land Exemption requests; Property Improvements, Subdivisions, Re-zonings and/or Annexations.

LODGING TAX

Three percent (3%) of the rent upon every occupancy of a room or rooms in a hotel, motel or tourist home within the boundaries of the City of Seaford. Such tax shall be in addition to the lodging tax imposed by the State pursuant to 30 Del. C. § 6102.

ELECTRIC UTILITY RATES

RESIDENTIAL CUSTOMERS

Customer Charge \$22.00 Per Month
All KWH \$0.135120

COMMERCIAL NON-DEMAND METERING (under 3500 kwh)

Customer Charge \$24.75 Per Month
All KWH \$0.149850

COMMERCIAL WITH DEMAND METERING (over 3500 kwh five or more times in 12 months, less than 50 KW)

Customer Charge \$56.00 Per Month
All KWH \$0.108100
Demand Charge (All KW \$12.70)

MEDIUM GENERAL SERVICE Energy (50-300 KW)

Customer Charge \$75.00 Per Month
First 3,345.57 KWH \$0.104900
Remaining KWH \$0.104900
Minimum Bill \$425.95
Demand Charge (All KW \$12.00)

LARGE GENERAL SERVICE Energy (greater than 300 KW five or more times in 12 months)

Customer Charge \$230.00 Per Month
First 30,000 KWH \$0.102500
Remaining KWH \$0.091000
Demand Charge (All KW \$11.50)
Demand Ratchet 70% of Previous 12 Month Maximum

LARGE GENERAL SERVICE -PRIMARY Energy (same as above with primary service)

Customer Charge \$230.00 Per Month
First 30,000 KWH \$0.100000

Remaining KWH \$0.087800
Demand Charge (All KW \$11.50)
Demand Ratchet 70% of Previous 12 Month Maximum

CONNECTION CHARGES

Existing Facility, Commercial or Residential	No Charge
New Residential	No Charge
New Non-Residential	No Charge
Delinquent Charges	\$40
Residential AMI Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$25
Residential AMI Reconnect Charges (after 4:00 pm Mon. – Fri., Weekends & Holidays)	\$100
Additional Deposit	\$25
Temporary Service	\$60

CUSTOMER DEPOSIT CHARGES

Residential Property Owner	No deposit required
Residential Renters	\$200
Commercial - The greater of an average for 12 month's bills multiplied by 2.5 or \$200 (A surety bond may be substituted at the City's option)	

STANDARD POWER FACTOR

98.5% Lagging
Charge per 1.0% under 98.5% per KW demand \$0.05

NEW CONSTRUCTION AND LINE EXTENSION FEES

Paid by Applicant – Refer to section 11 of the Electric rules and regulations.

* The City Council approved a selective elimination of the charges for City Labor & City Equipment costs in 2018 related to the installation of new electric services and upgrades to existing electric services by the City Electric Department. Material costs, Non-City Labor costs & Non-City Equipment costs do not apply to this waiver.

STREET CHARGE

\$5.50 per month

GREEN ENERGY

Funding for Green Energy Programs \$0.000178 / Kwh

PURCHASED POWER COST ADJUSTMENT CLAUSE

\$0.01264 / Kwh (Effective 01/1/2024)

ENERGY SUPPLY COST

\$0.06947 / Kwh (Effective 01/01/2021)

• Rate set by DEMEC contract

SECURITY LIGHTS

\$6.31 / month

METER TEST FEE

No charge for the first test at a location. After first test then greater of actual cost or:

Self Contained	\$35
Transformer Rated Meter	\$75

METER DEPOSIT INTEREST

Meter deposit interest is applied when refunded; with an interest rate based on the 1 year Treasury Constant Maturity Rate.

DELAWARE STATE UTILITY TAX

Industrial/Commercial Facility	4.25%
Qualified Manufacturing Facility	2.00%

RETURN PAYMENT FEE

\$40

AUTOMATIC METER INFRASTRUCTURE (AMI) OPT-OUT FEES:

One-time manual meter set-up fee	\$40.00
Manual meter reading	\$25.00/month
Delinquent Charges	\$40
Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$40
Reconnect Charges (after 4:00 pm Monday – Friday, Weekends & Holidays)	\$100

LATE PAYMENT CHARGE

1.5% per month on outstanding balance

BASE FIGURE FOR ESCROW CALCULATIONS

\$0.087393 / Kwh

EV (ELECTRIC VEHICLE) CHARGING FEES:

Public Access and Use

Chargers up to 10 kW Maximum Output - \$1.00/Hour

WATER AND SEWER UTILITY RATES

All water and sewer rates are based on Equivalent Dwelling Units (EDU), which is equal to 7,500 gallons per month, (250 g.p.d.), with a minimum billing of 1 EDU per month, \$27.28 for water* and \$53.18 for sewer.

*Water rate adjustment for metered users: The first 7,500 gallons are billed at the rate of \$27.28 per 7,500 gallons/month; from 7,501-225,000 gallons at \$21.75 per 7,500 gallons/month; over – 225,000 gallons at \$23.44 per 7,500 gallons/month.

*Sewer rate adjustment for metered users: The first 7,500 gallons are billed at the rate of \$53.18 per 7,500 gallons/month; from 7,501-225,000 gallons at \$42.19 per 7,500 gallons/month; over – 225,000 gallons at \$46.50 per 7,500 gallons/month.

*Properties outside of the city limits, which have water and/or sewer service, will be charged at one and a half (1.5) times the current EDU rate. Effective January 1, 2023.

WATER AND SEWER CONNECTION SERVICE CHARGES

Turn service valve on/off for:

Repairs (During City Business Hours):	No Charge
Repairs (After City Business Hours):	\$60
Non-Repair shutoff/reconnect for more than 1 week (During City Business Hours only):	\$40
Delinquent Charges	\$40
Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$40
Reconnect Charges (after 4:00 pm Monday – Friday)	\$60

INDUSTRIAL PRETREATMENT ORDINANCE:

WASTEWATER DISCHARGE PERMIT:

Significant Industrial User (SIU)	\$1,000.00 <u>\$1,500.00</u> per issuance <u>application</u> + \$500 <u>\$1,000.00</u>
Annual Monitoring Fee	
Categorical Industrial User (CIU)	\$1,000.00 <u>\$1,500.00</u> per issuance <u>application</u> + \$500 <u>\$1,000.00</u>
Annual Monitoring Fee	
Other Industrial User (OIU)	\$1,000.00 <u>\$1,500.00</u> per issuance <u>application</u> + \$500 <u>\$1,000.00</u>
Annual Monitoring Fee	

OTHER FEES:

Permit Amendment	\$500.00 <u>\$1,000.00</u> per issuance
Permit Variance (s)	\$500.00 <u>\$1,000.00</u> per issuance

GREASE INTERCEPTOR/TRAP INSPECTION FEE:

First inspection =	No charge
Second and each additional inspection =	\$50.00

BOARD OF ADJUSTMENT HEARING:

NON-REFUNDABLE	\$300.00
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PLANNING AND ZONING HEARING:

NON-REFUNDABLE	\$200.00
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PLUMBER LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$5,000)
State of Delaware Master Plumber License Required

EXCAVATOR LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$20,000)

REFUSE HAULER LICENSE:

Annual License Fee = \$50.00 for the first 5 trucks working in the City,
Plus \$10.00 for each additional truck working in the City

SEPTAGE HAULER LICENSE:

Annual License Fee = \$120.00

SEPTAGE HAULER FEE:

Septage Discharge Rate = \$0.075/ gallon

* Fee is charged on maximum truck volume; not gallons unloaded.

COMMERCIAL HANDBILL DISTRIBUTOR LICENSE:

Annual License Fee = \$40.00

TRANSIENT MERCHANT LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$1,000)

MASSAGE BUSINESS LICENSE:

Annual License Fee = \$40.00

RENTAL LICENSE:

Annual License Fee = \$50.00 per rental unit
Re-inspection Fee = \$100.00 Each Additional Inspection
Late Fee = \$100.00 Each License not paid after the first of each year

SPECIAL EVENT PERMIT:

Nonrefundable Deposit = \$100.00 per event*
Park/Facility Usage = \$150.00 per event
Police Special Duty Officer = \$69.35 per hour (3-hour min)
Specialty Electric Panel = \$550.00 per event

*Tax-Exempt organizations may be exempted from this fee. Proof of 501c3 status is required.

PARADE OR PROCESSION PERMIT:

No Charge

SEASONAL STAND PERMIT:

Stand size up to 100 s.f. = \$10.00
Stand size larger than 100 s.f. = \$25.00

TEMPORARY CONTAINER (in R.O.W.) PERMIT:

Permit Fee = \$40.00
Insurance Certificate Required

BUILDING / SIGN / EXCAVATION / SITE WORK PERMIT FEE:

Based on the Cost of Construction:

First \$1,000 = \$25.00

Plus \$ 5.00 fee for each additional \$1,000 or any portion thereafter.

All NEW residential construction shall be based on the latest edition of the Building Valuation Data table as published by the International Code Council (ICC). All other work must be accompanied by a written estimate.

PLUMBING PERMIT FEE:

Base Permit Fee	\$25.00	Charge per fixture or connection	\$2.00
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DEMOLITION PERMIT FEE:

Structures WITH utilities	\$50.00
Structures WITHOUT utilities	\$10.00

WATER IMPACT FEE:

Per EDU	\$600.00
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* The City Council approved a selective discount of the water impact fee in 2024 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the water impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal water impact fee
0 to 2,000	70%
2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%
8,001 to 10,000	30%

WATER CAPACITY CHARGE:

Residential Unit without a fire suppression system	\$ 100.00 per EDU
<i>All other uses:</i>	
1" Water Tap	\$ 375.00
2" Water Tap	\$ 750.00
3" Water Tap	\$1,500.00
4" Water Tap	\$3,000.00
6" Water Tap	\$3,500.00
8" Water Tap	\$4,000.00
10" Water Tap or large	\$6,000.00

WATER TAP FEE:

1"	\$ 725.00	plus \$300 to open street
1-1/2"	\$ 930.00	plus \$300 to open street
2"	\$1,325.00	plus \$300 to open street

* The City Council approved a selective elimination of the water tap fees in 2024. This fee incentive applies to the *first twenty-four single family detached* housing units permitted, built and receiving their certificate of occupancy in 2024. This fee reduction only applies to housing constructed within Developments in the City, where water taps have already been installed by the developer.

SEWER IMPACT FEE:

Per EDU	\$1,400.00
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* The City Council approved a selective discount of the sewer impact fee in 2024 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the sewer impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal sewer impact fee
0 to 2,000	70%

2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%
8,001 to 10,000	30%

SEWER TAP FEE:

4" diameter	\$1,050.00	plus \$600 to open street
6" diameter or larger	\$1,050.00	plus \$600 to open street

* The City Council approved a selective elimination of the sewer tap fees in 2024. This fee incentive applies to the *first twenty-four single family detached* housing units permitted, built and receiving their certificate of occupancy in 2024. This fee reduction only applies to housing constructed within Developments in the City, where sewer taps have already been installed by the developer.

DOWNSTREAM SEWER ASSESSMENT FEE:

Lift Station #1	Methodist Manor House Drainage Shed	\$ 400500.00 per EDU
Lift Station #2	Route 13 South Drainage Shed	\$ 8001,000.00 per EDU
Lift Station #3	Route 13 North (SVSC) Drainage Shed	\$ 8001,000.00 per EDU
Lift Station #4	Retirement Living Drainage Shed	\$ 400500.00 per EDU
Lift Station #5	Western Auto Drainage Shed	\$ 400.00 per EDU
Lift Station #6	Virginia Commons Drainage Shed	\$ 400500.00 per EDU
Lift Station #7	Shipley Center Drainage Shed	\$ 400.00 per EDU
Lift Station #8	Hurley Heights Drainage Shed	\$ 400500.00 per EDU
Lift Station #9	Cedar Avenue Drainage Shed	\$ 400500.00 per EDU
Lift Station #10	Industrial Park Drainage Shed	\$ 400500.00 per EDU
Lift Station #11	Dulany Street Drainage Shed	\$ 400500.00 per EDU
Lift Station #12	North Ross Drainage Shed	\$ 400500.00 per EDU
Lift Station #13	Governor's Grant Drainage Shed	\$ 400500.00 per EDU
Lift Station #14	Mears Campus Drainage Shed	\$ 1,2001,500.00 per EDU
Lift Station #15	Herring Run Drainage Shed	\$ 1,2001,500.00 per EDU
Lift Station #16	Dolby Drainage Shed	\$ 1,000.00 per EDU
Lift Station #17	Western Sussex Business Campus Drainage Shed	\$ 1,000.00 per EDU
BSCUSSD	Interceptor Upgrades	\$ 400500.00 per EDU
NRGSE	North Ross Gravity Sewer Extension	\$ 350.00 per EDU

STORM WATER IMPACT FEE:

Per square foot of developable land	\$0.10
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ELECTRIC SYSTEM COST RECOVERY FEE:

<u>Residential Service Single Phase (120/240)</u>		<u>Industrial Service 3 phase (120/208) & (120/240)</u>	
100 amp	\$ 187.50	200 amp	\$ 935.00
200 amp	\$ 375.00	400 amp	\$ 1,870.00
300 amp	\$ 562.50	600 amp	\$ 2,810.00
400 amp	\$ 750.00	800 amp	\$ 3,745.00
<u>Commercial Service 3 phase (120/208) & (120/240)</u>		1,000 amp	\$ 4,680.00
200 amp	\$ 750.00	<u>Industrial Service 3 phase (277/480)</u>	
400 amp	\$1,500.00	200 amp	\$ 2,160.00
600 amp	\$2,245.00	400 amp	\$ 4,320.00
800 amp	\$2,995.00	600 amp	\$ 6,500.00
<u>Commercial Service 3 phase (277/480)</u>		800 amp	\$ 8,640.00
200 amp	\$ 1,730.00	1,000 amp	\$10,790.00
400 amp	\$ 3,455.00	2,000 amp	\$21,580.00
600 amp	\$ 5,200.00	3,000 amp	\$32,500.00
800 amp	\$ 6,915.00		

RESIDENTIAL FIRE SPRINKLER INCENTIVE:

Developers and Home Builders who elect to install a fire sprinkler system in new one and two family dwellings that meets the requirements of IRC section P2904 and NFPA 13D shall receive a \$3,000 credit towards fees charged to them at permit issuance.

Owners of existing one and two family dwellings can qualify to receive a \$3,000 credit on their future City tax billings if they retrofit their one or two family dwelling and install a fire sprinkler system that meets the requirements of IRC section P2904 and NFPA 13D.

WATER METER & WATER METER PIT PRICES:

As determined by the Director of Public Works

REPRODUCTION FEES – (i.e. - FREEDOM OF INFORMATION ACT)

Document Copies	\$0.25 per page (\$1.00 minimum charge)
Duplicate Bill Fee	\$2.50
Print Account History	\$2.50
All other records	Actual cost of reproduction

SEAFORD POLICE DEPARTMENT FEES

Video Requests \$50/Hour (Minimum of \$50 – Maximum \$300)

Note: All video footage requests will be reviewed to determine if the video is a matter of “public record” under FOIA, before release.

Video footage that constitutes “investigatory files compiled for civil or criminal law-enforcement purposes will not be released, 29 Del. C. 10002 (o)(3).

Fingerprinting Fees \$25 for the first two cards (\$10 for each additional card)

**Check, Money Order and/or exact change is required (Payable to the Seaford Police Department)*

Collision Report Fees \$20 for Collision Report

\$60 for Fatal Collision Report

**Insurance company may submit a written request for a copy of the report*

**Must include a self-addressed stamped envelope and check or money order payable to the Seaford Police Department*

Special Duty Rates \$69.35/Hour – Minimum of three hours (Officer & Vehicle)

- \$55.00/Hour/Officer – Minimum of three hours
 - Rate set by Union
- \$14.35/Hour/Vehicle – Minimum of three hours
 - Rate set by City
- \$69.35/Hour Total: Payable to the City of Seaford

COMMERCIAL PROPERTY LISTING ON CITY WEBSITE

Per Property \$25

CITY EQUIPMENT & TOOL RATES

The following fees shall be charged for City of Seaford projects and code related actions in accordance with City Policy. This equipment (and/or tools) is not intended to be rented by or to the general public. All City equipment shall be operated by City personnel at all times. Personnel costs shall be charged at the current prevailing rate.

Electric Line Truck	\$40 per hour (minimum 1 hour)
Electric Bucket Truck	\$40 per hour (minimum 1 hour)
Electric Pole Trailer	\$25 per hour (minimum 1 hour)
Pick-Up/Service Truck	\$25 per hour (minimum 1 hour)
Trencher - Walk Behind	\$30 per hour (minimum 1 hour)
Trencher – Ride On w/backhoe	\$40 per hour (minimum 1 hour)
Flat Bed Dump Truck	\$35 per hour (minimum 1 hour)
Regular Dump Truck	\$35 per hour (minimum 1 hour)
Back Hoe/Loader	\$35 per hour (minimum 1 hour)
Skid Steer Loader	\$35 per hour (minimum 1 hour)
Mini Excavator	\$35 per hour (minimum 1 hour)
Tractor Mower “Bush Hog” (Ride On)	\$50 per hour (minimum 1 hour)
Tractor Mower “Cub Cadet” (Ride On)	\$50 per hour (minimum 1 hour)
Lawn Mower “Zero Turn” (Ride On)	\$20 per hour (minimum 1 hour)
Lawn Mower (Push)	\$15 per hour (minimum 1 hour)
Back Pack Blower	\$15 per hour (minimum 1 hour)
Weed Cutter (Gas Powered)	\$15 per hour (minimum 1 hour)
Chain Saw (Gas Powered)	\$15 per hour (minimum 1 hour)

Generator (19-29 KVA)	\$30 per hour (minimum 1 hour)
Generator (125-149 KVA)	\$55 per hour (minimum 1 hour)
Sewer Rodder	\$50 per hour (minimum 1 hour)
Air Compressor	\$25 per hour (minimum 1 hour)
Weed Sprayer	\$15 per hour (minimum 1 hour)
Paint Machine	\$25 per hour (minimum 1 hour)
Power Sweeper	\$50 per hour (minimum 1 hour)
Video Camera with Trailer	\$100 per hour (minimum 1 hour)
Hydra-stop with Trailer	\$100 per hour (minimum 1 hour)
<i>(Cost of the Hydra-stop sleeve is an additional charge; contact the Director of Public Works for pricing)</i>	

PARK RENTAL FEES

SOROPTIMIST PARK:

Front Pavilion	\$50 per day (due with rental form)
Back Pavilion	\$40 per day (due with rental form)

Park/Open Space Rentals:

All park rentals are \$50 per day. The following parks are eligible to be rented on a first come, first served basis. Groups, with the exception of sports tournaments, hosting two hundred (200) people or more will be required to fill out a Special Event Permit Application and pay the fees associated with that permit.

- Sports Complex Open Field
- Gateway Park
- Kiwanis Park
- Market Street Grass Lot
- High Street Grass Lot
- Riverview Park
- Oyster House Park

Field Rentals:

Non-Refundable Deposit:	\$50 per event (due with rental form)
Softball Field #1	\$100 per day
Softball Field #2	\$100 per day
Football Field – Field of Dreams*	\$100 per day
Football Field – Pine Street*	\$100 per day
Soccer Field #1**	\$50 per day
Soccer Field #2**	\$50 per day
Use of field lights:	\$30 per field per hour (Softball field #1 & #2, Field of Dreams)

*Football Field markers can be set-up for an additional \$25 per field

**Soccer field lines & goals can be set-up for an additional \$25 per field

ALL OTHER CITY PARKS:

The JAY'S NEST PLAYGROUND, which is located within the SPORTS COMPLEX, may not be rented.



Clean
Copy

CITY OF SEAFORD

SCHEDULE OF FEES AND RATES

Amended _____, 2024

Effective _____, 2024

The following fee & rate schedule contains base fees for different services and or permits obtained from the City of Seaford. The rates shown here are only current as of the date shown above. Fee calculations for permits must be performed by the City Code Department to ensure accuracy. Fee rates are never guaranteed and are subject to change at any time by an act of the City Council.

PROPERTY TAX RATE

Assessment is based on 2019 market values. The City of Seaford's taxes are assessed at 100% of appraised value and taxed at \$0.34 per \$100 of assessed value.

PROPERTY TAX RE-ASSESSMENT FEE:

As determined by current assessment charges.

* This fee applies to property tax reassessments necessary due to Sub-division Farm Land Exemption requests; Property Improvements, Subdivisions, Re-zonings and/or Annexations.

LODGING TAX

Three percent (3%) of the rent upon every occupancy of a room or rooms in a hotel, motel or tourist home within the boundaries of the City of Seaford. Such tax shall be in addition to the lodging tax imposed by the State pursuant to 30 Del. C. § 6102.

ELECTRIC UTILITY RATES

RESIDENTIAL CUSTOMERS

Customer Charge \$22.00 Per Month
All KWH \$0.135120

COMMERCIAL NON-DEMAND METERING (under 3500 kwh)

Customer Charge \$24.75 Per Month
All KWH \$0.149850

COMMERCIAL WITH DEMAND METERING (over 3500 kwh five or more times in 12 months, less than 50 KW)

Customer Charge \$56.00 Per Month
All KWH \$0.108100
Demand Charge (All KW \$12.70)

MEDIUM GENERAL SERVICE Energy (50-300 KW)

Customer Charge \$75.00 Per Month
First 3,345.57 KWH \$0.104900
Remaining KWH \$0.104900
Minimum Bill \$425.95
Demand Charge (All KW \$12.00)

LARGE GENERAL SERVICE Energy (greater than 300 KW five or more times in 12 months)

Customer Charge \$230.00 Per Month
First 30,000 KWH \$0.102500
Remaining KWH \$0.091000
Demand Charge (All KW \$11.50)
Demand Ratchet 70% of Previous 12 Month Maximum

LARGE GENERAL SERVICE -PRIMARY Energy (same as above with primary service)

Customer Charge \$230.00 Per Month
First 30,000 KWH \$0.100000
Remaining KWH \$0.087800
Demand Charge (All KW \$11.50)

Demand Ratchet 70% of Previous 12 Month Maximum

CONNECTION CHARGES

Existing Facility, Commercial or Residential	No Charge
New Residential	No Charge
New Non-Residential	No Charge
Delinquent Charges	\$40
Residential AMI Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$25
Residential AMI Reconnect Charges (after 4:00 pm Mon. – Fri., Weekends & Holidays)	\$100
Additional Deposit	\$25
Temporary Service	\$60

CUSTOMER DEPOSIT CHARGES

Residential Property Owner	No deposit required
Residential Renters	\$200
Commercial - The greater of an average for 12 month's bills multiplied by 2.5 or (A surety bond may be substituted at the City's option)	\$200

STANDARD POWER FACTOR

98.5% Lagging	
Charge per 1.0% under 98.5% per KW demand	\$0.05

NEW CONSTRUCTION AND LINE EXTENSION FEES

Paid by Applicant – Refer to section 11 of the Electric rules and regulations.

* The City Council approved a selective elimination of the charges for City Labor & City Equipment costs in 2018 related to the installation of new electric services and upgrades to existing electric services by the City Electric Department. Material costs, Non-City Labor costs & Non-City Equipment costs do not apply to this waiver.

STREET CHARGE

\$5.50 per month

GREEN ENERGY

Funding for Green Energy Programs \$0.000178 / Kwh

PURCHASED POWER COST ADJUSTMENT CLAUSE

\$0.01264 / Kwh (Effective 01/1/2024)

ENERGY SUPPLY COST

\$0.06947 / Kwh (Effective 01/01/2021)

• Rate set by DEMEC contract

SECURITY LIGHTS

\$6.31 / month

METER TEST FEE

No charge for the first test at a location. After first test then greater of actual cost or:

Self Contained	\$35
Transformer Rated Meter	\$75

METER DEPOSIT INTEREST

Meter deposit interest is applied when refunded; with an interest rate based on the 1 year Treasury Constant Maturity Rate.

DELAWARE STATE UTILITY TAX

Industrial/Commercial Facility	4.25%
Qualified Manufacturing Facility	2.00%

RETURN PAYMENT FEE

\$40

AUTOMATIC METER INFRASTRUCTURE (AMI) OPT-OUT FEES:

One-time manual meter set-up fee	\$40.00
Manual meter reading	\$25.00/month

Delinquent Charges	\$40
Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$40
Reconnect Charges (after 4:00 pm Monday – Friday, Weekends & Holidays)	\$100

LATE PAYMENT CHARGE

1.5% per month on outstanding balance

BASE FIGURE FOR ESCROW CALCULATIONS

\$0.087393 / Kwh

EV (ELECTRIC VEHICLE) CHARGING FEES:

Public Access and Use

Chargers up to 10 kW Maximum Output - \$1.00/Hour

WATER AND SEWER UTILITY RATES

All water and sewer rates are based on Equivalent Dwelling Units (EDU), which is equal to 7,500 gallons per month, (250 g.p.d.), with a minimum billing of 1 EDU per month, \$27.28 for water* and \$53.18 for sewer.

*Water rate adjustment for metered users: The first 7,500 gallons are billed at the rate of \$27.28 per 7,500 gallons/month; from 7,501-225,000 gallons at \$21.75 per 7,500 gallons/month; over – 225,000 gallons at \$23.44 per 7,500 gallons/month.

*Sewer rate adjustment for metered users: The first 7,500 gallons are billed at the rate of \$53.18 per 7,500 gallons/month; from 7,501-225,000 gallons at \$42.19 per 7,500 gallons/month; over – 225,000 gallons at \$46.50 per 7,500 gallons/month.

*Properties outside of the city limits, which have water and/or sewer service, will be charged at one and a half (1.5) times the current EDU rate. Effective January 1, 2023.

WATER AND SEWER CONNECTION SERVICE CHARGES

Turn service valve on/off for:

Repairs (During City Business Hours):	No Charge
Repairs (After City Business Hours):	\$60
Non-Repair shutoff/reconnect for more than 1 week (During City Business Hours only):	\$40
Delinquent Charges	\$40
Reconnect Charges (prior to 4:00 pm Monday – Friday)	\$40
Reconnect Charges (after 4:00 pm Monday – Friday)	\$60

INDUSTRIAL PRETREATMENT ORDINANCE:

WASTEWATER DISCHARGE PERMIT:

Significant Industrial User (SIU)	\$1,500.00 per application + \$1,000.00 Annual Monitoring Fee
Categorical Industrial User (CIU)	\$1,500.00 per application + \$1,000.00 Annual Monitoring Fee
Other Industrial User (OIU)	\$1,500.00 per application + \$1,000.00 Annual Monitoring Fee

OTHER FEES:

Permit Amendment	\$1,000.00 per issuance
Permit Variance (s)	\$1,000.00 per issuance

GREASE INTERCEPTOR/TRAP INSPECTION FEE:

First inspection =	No charge
Second and each additional inspection =	\$50.00

BOARD OF ADJUSTMENT HEARING:

NON-REFUNDABLE	\$300.00
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PLANNING AND ZONING HEARING:

NON-REFUNDABLE	\$200.00
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PLUMBER LICENSE:

Annual License Fee =	\$40.00
Surety Bond Required (\$5,000)	
State of Delaware Master Plumber License Required	

EXCAVATOR LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$20,000)

REFUSE HAULER LICENSE:

Annual License Fee = \$50.00 for the first 5 trucks working in the City,
Plus \$10.00 for each additional truck working in the City

SEPTAGE HAULER LICENSE:

Annual License Fee = \$120.00

SEPTAGE HAULER FEE:

Septage Discharge Rate = \$0.075/ gallon

* Fee is charged on maximum truck volume; not gallons unloaded.

COMMERCIAL HANDBILL DISTRIBUTOR LICENSE:

Annual License Fee = \$40.00

TRANSIENT MERCHANT LICENSE:

Annual License Fee = \$40.00
Surety Bond Required (\$1,000)

MASSAGE BUSINESS LICENSE:

Annual License Fee = \$40.00

RENTAL LICENSE:

Annual License Fee = \$50.00 per rental unit
Re-inspection Fee = \$100.00 Each Additional Inspection
Late Fee = \$100.00 Each License not paid after the first of each year

SPECIAL EVENT PERMIT:

Nonrefundable Deposit = \$100.00 per event*
Park/Facility Usage = \$150.00 per event
Police Special Duty Officer = \$69.35 per hour (3-hour min)
Specialty Electric Panel = \$550.00 per event

*Tax-Exempt organizations may be exempted from this fee. Proof of 501c3 status is required.

PARADE OR PROCESSION PERMIT:

No Charge

SEASONAL STAND PERMIT:

Stand size up to 100 s.f. = \$10.00
Stand size larger than 100 s.f. = \$25.00

TEMPORARY CONTAINER (in R.O.W.) PERMIT:

Permit Fee = \$40.00
Insurance Certificate Required

BUILDING / SIGN / EXCAVATION / SITE WORK PERMIT FEE:

Based on the Cost of Construction:

First \$1,000 = \$25.00

Plus \$ 5.00 fee for each additional \$1,000 or any portion thereafter.

All NEW residential construction shall be based on the latest edition of the Building Valuation Data table as published by the International Code Council (ICC). All other work must be accompanied by a written estimate.

PLUMBING PERMIT FEE:

DEMOLITION PERMIT FEE:

Structures WITH utilities	\$50.00
Structures WITHOUT utilities	\$10.00

WATER IMPACT FEE:

Per EDU	\$600.00
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* The City Council approved a selective discount of the water impact fee in 2024 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the water impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal water impact fee
0 to 2,000	70%
2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%
8,001 to 10,000	30%

WATER CAPACITY CHARGE:

Residential Unit without a fire suppression system	\$ 100.00 per EDU
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All other uses:

1" Water Tap	\$ 375.00
2" Water Tap	\$ 750.00
3" Water Tap	\$1,500.00
4" Water Tap	\$3,000.00
6" Water Tap	\$3,500.00
8" Water Tap	\$4,000.00
10" Water Tap or large	\$6,000.00

WATER TAP FEE:

1"	\$ 725.00	plus \$300 to open street
1-1/2"	\$ 930.00	plus \$300 to open street
2"	\$1,325.00	plus \$300 to open street

* The City Council approved a selective elimination of the water tap fees in 2024. This fee incentive applies to the first twenty-four single family detached housing units permitted, built and receiving their certificate of occupancy in 2024. This fee reduction only applies to housing constructed within Developments in the City, where water taps have already been installed by the developer.

SEWER IMPACT FEE:

Per EDU	\$1,400.00
---------	------------

* The City Council approved a selective discount of the sewer impact fee in 2024 as an economic incentive to flexible warehousing space in any M-1 Light Industrial District. This incentive is targeted to spur growth through incubator business spaces. The discount is applied to the sewer impact fee based on the normal EDU calculation for the space. The following chart gives the discount amount based on the size of the flexible warehousing unit:

Gross Floor Area Range (square feet)	Discount applied to normal sewer impact fee
0 to 2,000	70%
2,001 to 4,000	60%
4,001 to 6,000	50%
6,001 to 8,000	40%

SEWER TAP FEE:

4" diameter	\$1,050.00	plus \$600 to open street
6" diameter or larger	\$1,050.00	plus \$600 to open street

* The City Council approved a selective elimination of the sewer tap fees in 2024. This fee incentive applies to the *first twenty-four single family detached* housing units permitted, built and receiving their certificate of occupancy in 2024. This fee reduction only applies to housing constructed within Developments in the City, where sewer taps have already been installed by the developer.

DOWNSTREAM SEWER ASSESSMENT FEE:

Lift Station #1	Methodist Manor House Drainage Shed	\$ 500.00 per EDU
Lift Station #2	Route 13 South Drainage Shed	\$ 1,000.00 per EDU
Lift Station #3	Route 13 North (SVSC) Drainage Shed	\$ 1,000.00 per EDU
Lift Station #4	Retirement Living Drainage Shed	\$ 500.00 per EDU
Lift Station #6	Virginia Commons Drainage Shed	\$ 500.00 per EDU
Lift Station #8	Hurley Heights Drainage Shed	\$ 500.00 per EDU
Lift Station #9	Cedar Avenue Drainage Shed	\$ 500.00 per EDU
Lift Station #10	Industrial Park Drainage Shed	\$ 500.00 per EDU
Lift Station #11	Dulany Street Drainage Shed	\$ 500.00 per EDU
Lift Station #12	North Ross Drainage Shed	\$ 500.00 per EDU
Lift Station #13	Governor's Grant Drainage Shed	\$ 500.00 per EDU
Lift Station #14	Mears Campus Drainage Shed	\$ 1,500.00 per EDU
Lift Station #15	Herring Run Drainage Shed	\$ 1,500.00 per EDU
Lift Station #16	Dolby Drainage Shed	\$ 1,000.00 per EDU
Lift Station #17	Western Sussex Business Campus Drainage Shed	\$ 1,000.00 per EDU
SCUSSD	Interceptor Upgrades	\$ 500.00 per EDU
NRGSE	North Ross Gravity Sewer Extension	\$ 350.00 per EDU

STORM WATER IMPACT FEE:

Per square foot of developable land \$0.10

ELECTRIC SYSTEM COST RECOVERY FEE:

<u>Residential Service Single Phase (120/240)</u>		<u>Industrial Service 3 phase (120/208) & (120/240)</u>	
100 amp	\$ 187.50	200 amp	\$ 935.00
200 amp	\$ 375.00	400 amp	\$ 1,870.00
300 amp	\$ 562.50	600 amp	\$ 2,810.00
400 amp	\$ 750.00	800 amp	\$ 3,745.00
<u>Commercial Service 3 phase (120/208) & (120/240)</u>		1,000 amp	\$ 4,680.00
200 amp	\$ 750.00	<u>Industrial Service 3 phase (277/480)</u>	
400 amp	\$1,500.00	200 amp	\$ 2,160.00
600 amp	\$2,245.00	400 amp	\$ 4,320.00
800 amp	\$2,995.00	600 amp	\$ 6,500.00
<u>Commercial Service 3 phase (277/480)</u>		800 amp	\$ 8,640.00
200 amp	\$ 1,730.00	1,000 amp	\$10,790.00
400 amp	\$ 3,455.00	2,000 amp	\$21,580.00
600 amp	\$ 5,200.00	3,000 amp	\$32,500.00
800 amp	\$ 6,915.00		

RESIDENTIAL FIRE SPRINKLER INCENTIVE:

Developers and Home Builders who elect to install a fire sprinkler system in new one and two family dwellings that meets the requirements of IRC section P2904 and NFPA 13D shall receive a \$3,000 credit towards fees charged to them at permit issuance.

Owners of existing one and two family dwellings can qualify to receive a \$3,000 credit on their future City tax billings if they retrofit their one or two family dwelling and install a fire sprinkler system that meets the requirements of IRC section P2904 and NFPA 13D.

WATER METER & WATER METER PIT PRICES:

REPRODUCTION FEES – (i.e. - FREEDOM OF INFORMATION ACT)

Document Copies	\$0.25 per page (\$1.00 minimum charge)
Duplicate Bill Fee	\$2.50
Print Account History	\$2.50
All other records	Actual cost of reproduction

SEAFORD POLICE DEPARTMENT FEES

Video Requests \$50/Hour (Minimum of \$50 – Maximum \$300)

Note: All video footage requests will be reviewed to determine if the video is a matter of "public record" under FOIA, before release.

Video footage that constitutes "investigatory files compiled for civil or criminal law-enforcement purposes will not be released, 29 Del. C. 10002 (o)(3).

Fingerprinting Fees \$25 for the first two cards (\$10 for each additional card)

**Check, Money Order and/or exact change is required (Payable to the Seaford Police Department)*

Collision Report Fees \$20 for Collision Report

\$60 for Fatal Collision Report

**Insurance company may submit a written request for a copy of the report*

**Must include a self-addressed stamped envelope and check or money order payable to the Seaford Police Department*

Special Duty Rates \$69.35/Hour – Minimum of three hours (Officer & Vehicle)

- \$55.00/Hour/Officer – Minimum of three hours
 - Rate set by Union
- \$14.35/Hour/Vehicle – Minimum of three hours
 - Rate set by City
- \$69.35/Hour Total: Payable to the City of Seaford

COMMERCIAL PROPERTY LISTING ON CITY WEBSITE

Per Property \$25

CITY EQUIPMENT & TOOL RATES

The following fees shall be charged for City of Seaford projects and code related actions in accordance with City Policy. This equipment (and/or tools) is not intended to be rented by or to the general public. All City equipment shall be operated by City personnel at all times. Personnel costs shall be charged at the current prevailing rate.

Electric Line Truck	\$40 per hour (minimum 1 hour)
Electric Bucket Truck	\$40 per hour (minimum 1 hour)
Electric Pole Trailer	\$25 per hour (minimum 1 hour)
Pick-Up/Service Truck	\$25 per hour (minimum 1 hour)
Trencher - Walk Behind	\$30 per hour (minimum 1 hour)
Trencher – Ride On w/backhoe	\$40 per hour (minimum 1 hour)
Flat Bed Dump Truck	\$35 per hour (minimum 1 hour)
Regular Dump Truck	\$35 per hour (minimum 1 hour)
Back Hoe/Loader	\$35 per hour (minimum 1 hour)
Skid Steer Loader	\$35 per hour (minimum 1 hour)
Mini Excavator	\$35 per hour (minimum 1 hour)
Tractor Mower "Bush Hog" (Ride On)	\$50 per hour (minimum 1 hour)
Tractor Mower "Cub Cadet" (Ride On)	\$50 per hour (minimum 1 hour)
Lawn Mower "Zero Turn" (Ride On)	\$20 per hour (minimum 1 hour)
Lawn Mower (Push)	\$15 per hour (minimum 1 hour)
Back Pack Blower	\$15 per hour (minimum 1 hour)
Weed Cutter (Gas Powered)	\$15 per hour (minimum 1 hour)
Chain Saw (Gas Powered)	\$15 per hour (minimum 1 hour)
Generator (19-29 KVA)	\$30 per hour (minimum 1 hour)
Generator (125-149 KVA)	\$55 per hour (minimum 1 hour)
Sewer Rodder	\$50 per hour (minimum 1 hour)
Air Compressor	\$25 per hour (minimum 1 hour)
Weed Sprayer	\$15 per hour (minimum 1 hour)
Paint Machine	\$25 per hour (minimum 1 hour)

Power Sweeper	\$50 per hour (minimum 1 hour)
Video Camera with Trailer	\$100 per hour (minimum 1 hour)
Hydra-stop with Trailer	\$100 per hour (minimum 1 hour)
<i>(Cost of the Hydra-stop sleeve is an additional charge; contact the Director of Public Works for pricing)</i>	

PARK RENTAL FEES

SOROPTIMIST PARK:

Front Pavilion	\$50 per day (due with rental form)
Back Pavilion	\$40 per day (due with rental form)

Park/Open Space Rentals:

All park rentals are \$50 per day. The following parks are eligible to be rented on a first come, first served basis. Groups, with the exception of sports tournaments, hosting two hundred (200) people or more will be required to fill out a Special Event Permit Application and pay the fees associated with that permit.

- | | |
|-----------------------------|-------------------------|
| • Sports Complex Open Field | • High Street Grass Lot |
| • Gateway Park | • Riverview Park |
| • Kiwanis Park | • Oyster House Park |
| • Market Street Grass Lot | |

Field Rentals:

Non-Refundable Deposit:	\$50 per event (due with rental form)
Softball Field #1	\$100 per day
Softball Field #2	\$100 per day
Football Field – Field of Dreams*	\$100 per day
Football Field – Pine Street*	\$100 per day
Soccer Field #1**	\$50 per day
Soccer Field #2**	\$50 per day
Use of field lights:	\$30 per field per hour (Softball field #1 & #2, Field of Dreams)

*Football Field markers can be set-up for an additional \$25 per field

**Soccer field lines & goals can be set-up for an additional \$25 per field

ALL OTHER CITY PARKS:

The JAY'S NEST PLAYGROUND, which is located within the SPORTS COMPLEX, may not be rented.

MEMORANDUM

NB#8
4/23/24

TO: Charles Anderson, CM

FR: Berley Mears, DPW

RE: Clean Up Week

DT: April 19, 2024

The city received two bids for the above referenced project. Please see the below table:

Bidder	Price Per Pull	Total Base Bid
Casella	\$190.00	\$23,700
Republic Services	\$230.00	\$24,900

We received two bids for this year's clean-up week trash hauling services. It is my recommendation that the bid be awarded to Casella, in the amount of \$190.00 per pull for a total base bid of \$23,700.00. This total base bid amount is derived from an estimated number of pulls and disposal tonnage based off of past clean-up week totals. The base bid is subject to variations pending the number of pulls and tonnage received.

Please present this information to Mayor and Council at the April 23, 2024 meeting for their consideration.

Please contact me should you have any questions.

Thank you.

NB #9
4/23/24

MEMORANDUM

TO: Charles Anderson, CM

FR: Berley Mears, DPW

RE: Street Paving 2024 Spring bid

DT: April 19, 2024

The city received six bids for the above referenced project. Please see the below table:

Bidder	Total Bid	Bid Bond
Jerry's Inc.	\$91,878.50	Yes
Mike Houck Construction Inc.	\$94,603.00	Yes
Asphalt Maintenance LLC.	\$104,209.50	Yes
Delmarva Paving Inc.	\$111,544.20	Yes
Terra Firma Inc.	\$119,799.50	Yes
ECM Corp	\$134,989.00	Yes

It is my recommendation to award the Street paving spring 2024 bid to Jerry's Inc. for the total of \$91,878.50. Jerry's Inc. is the low bidder and they have met all of the bidding requirements.

This paving is funded by local funds from our operating budget.

Please present this information to Mayor and Council at their April 23, 2024 meeting for their consideration.

Please contact me should you have any questions.