



Sussex County Council Public/Media Packet

**MEETING:
April 9, 2019**

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**Sussex County Council
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Georgetown, DE 19947
(302) 855-7743**

COUNTY COUNCIL

MICHAEL H. VINCENT, PRESIDENT
IRWIN G. BURTON III, VICE PRESIDENT
DOUGLAS B. HUDSON
JOHN L. RIELEY
SAMUEL R. WILSON JR.



Sussex County

DELAWARE
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SUSSEX COUNTY COUNCIL

A G E N D A

APRIL 9, 2019

10:00 A.M.

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

Public Comments

Todd Lawson, County Administrator

1. Proclamation – National Library Week
2. Recognition of Sussex County EMS JEMS Team
3. Discussion related to property set-backs and tax ditch right-of-way
4. Administrator's Report

Hans Medlarz, County Engineer

1. Whitman, Requardt & Associates – North Coastal Planning Area Base Contract
 - A. Amendment No. 14 – Inland Bays Sewer Diversion
2. Delaware Coastal Business Park, Phase 1, C19-15
 - A. Change Order No. 1



John Ashman, Director of Public Works

1. Request to post notices for the Frankford Business Park Annexation

Old Business

Change of Zone No. 1870 filed on behalf of Coroc/Rehoboth III, LLC

“AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A C-3 HEAVY COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 10.001 ACRES, MORE OR LESS” (Tax I.D. No. 334-13.00-325.36) (911 Address: None Available)

Grant Requests

- 1. Ducks Unlimited, Inc. for Delaware Ducks Unlimited Greenwing Event**
- 2. Sussex Central High School for Business Professionals of America conference expenses**
- 3. Rehoboth Beach Main Street for Rehoboth in Bloom to help beautify Downtown Rehoboth Beach**
- 4. First State Community Action Agency for golf tournament fundraiser**

Introduction of Proposed Zoning Ordinances

Council Members’ Comments

Executive Session – Pending Litigation and Land Acquisition pursuant to 29 Del.C.§10004(b)

Possible Action on Executive Session Items

Adjourn

Sussex County Council meetings can be monitored on the internet at www.sussexcountytde.gov.

In accordance with 29 Del.C. §10004(e)(2), this Agenda was posted on April 2, 2019 at 4:30 p.m., and at least seven (7) days in advance of the meeting.

This Agenda was prepared by the County Administrator and is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting.

Agenda items may be considered out of sequence.

###

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, APRIL 2, 2019

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, April 2, 2019, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Michael H. Vincent	President
Irwin G. Burton III	Vice President
Douglas B. Hudson	Councilman
John L. Rieley	Councilman
Samuel R. Wilson Jr.	Councilman
Todd F. Lawson	County Administrator
Gina A. Jennings	Finance Director
J. Everett Moore, Jr.	County Attorney

The Invocation and Pledge of Allegiance were led by Mr. Vincent.

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 164 19
Approve
Agenda**

A Motion was made by Mr. Wilson, seconded by Mr. Burton, to approve the Agenda, as posted.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Minutes

The minutes of March 26, 2019 were approved by consent.

**Public
Comments**

Public Comments

Jim Martin commented on the affordable housing crisis.

Michele Williams commented on the affordable housing crisis.

Bernard and Pat Cline spoke in support of CHEER's request for funding for a new kitchen.

Greg Lake commented on the affordable housing crisis and the struggles of the homeless.

Paul Reiger commented on Board of Adjustment matters.

Patricia Cookson commented on the struggles of homelessness and the affordable housing crisis.

(continued) Dan Kramer commented on Board of Adjustment matters.

Presentation by Police Chiefs' Association Robert Longo, Chief of Police of Milton Police Department, and R.L. Hughes, Chief of Police of Georgetown Police Department, were in attendance representing the Sussex County Police Chiefs' Association, an organization consisting of twenty municipal police agencies. A presentation was given on municipal policing highlighting increased population and traffic volume, complaints received, police activity (criminal summons, warrants, DUI, and traffic citations), complex investigations (domestic violence, fraud, cyber), opioid crisis, homelessness, mental health, and programs and plans to solve community issues.

Rules Mr. Moore read the rules of procedure for public hearings on zoning applications.

Public Hearing/ CU 2158 A Public Hearing was held on the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SOLAR ARRAY FACILITY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 91.304 ACRES, MORE OR LESS" (Conditional Use No. 2158) filed on behalf of Millsboro Solar, LLC. (Tax I.D. No. 233-15.00-57.01 & 57.02) (911 Address: None Available).

The Planning and Zoning Commission held a Public Hearing on this application on February 14, 2019 at which time action was deferred. On February 28, 2019, the Commission recommended approval with conditions.

(See the minutes of the meeting of the Planning and Zoning Commission dated February 14 and 28, 2019.)

Janelle Cornwell, Planning and Zoning Director, presented the application.

The Council found that Linda Nwadike, Engineer with SunEnergy 1, LLC was present on behalf of the application. She reported that the proposed project would be their first project in Delaware; that they propose to lease the property from the Rickards family for a term of 30 years; that the project would be located on Nine Foot Road and would utilize 79 acres; that they propose a landscape buffer plan; that the solar panels would not be visible to houses in the area; that the project site is mostly surrounded by agriculture land; that no Traffic Impact Study was required; that the site is located in a Low Density Area according to the Future Land Use Plan; that the site is located in Investment Level 4 according to the Strategies for State Policies and Spending; that the project will result in economic benefits to the community; that there will be no need for water or sewer; that the project will create no noise and no emissions; that there will be a workforce of up to 100 people during the construction phase; and that the project will not negatively impact the adjoining/abutting properties and will not

**Public
Hearing/
CU 2158
(continued)**

endanger public health or safety. Dr. Greg Hanket, PH.D, University of Delaware Institute of Energy Conversion, Associate Scientist, commented on the safety of the project, stating that the project is not hazardous. Bill McCain, a real estate appraiser, commented on the project's impact on surrounding properties, stating that there would be no adverse impact.

Public comments were heard.

There were no public comments in support of the application.

Bryan and Adrienne Miller, area residents, spoke in opposition to the project. They commented on health and safety concerns and about the negative impact on property values. Mr. and Mrs. Miller also commented that solar equipment/materials contain hazardous substances that may be released when the facilities are damaged or dismantled.

Dan Kramer questioned why the proposed use is called a 'solar farm' and stated that it is a commercial entity and it should be located in a commercial zone.

Gretchen Klein commented on drainage concerns.

There were no additional public comments.

The Public Hearing and public record were closed.

**M 165 19
Adopt
Ordinance
No. 2642/
CU 2158**

A Motion was made by Mr. Rieley, seconded by Mr. Wilson, to Adopt Ordinance No. 2642 entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SOLAR ARRAY FACILITY TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 91.304 ACRES, MORE OR LESS" (Conditional Use No. 2158) filed on behalf of Millsboro Solar, LLC, with the following conditions:

- A. No storage facilities shall be constructed on the site.
- B. Lighting on the facility shall only consist of perimeter lighting needed for security purposes. All lighting shall be downward screened so that it does not shine on neighboring properties or roadways.
- C. One unlighted sign, not to exceed 32 square feet in size, shall be permitted.
- D. The site shall be secured by fencing with a gate with a "Knox Box" to accommodate emergency access by the local fire company or other emergency responders.
- E. There shall be a vegetated buffer between the boundary of the conditional use area and the perimeter fence to screen the use from the view of neighboring properties. This buffer shall be at least 30-feet wide, with at least 12 evergreen trees and 10 shrubs per 100 linear feet. This buffer shall be located along Nine Foot Road, Fox Run and the

**M 165 19
Adopt
Ordinance
No. 2642/
CU 2158
(continued)**

- northeast border of the site between Nine Foot Road and Fox Run.
- F. Any transformers or similar equipment shall be centrally located on the site away from all nearby residential uses.**
 - G. All grounds, including the area outside of the fence, shall be maintained so that they do not become overgrown.**
 - H. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Procla-
mations/
National
Service
Recognition
Day and
Fair
Housing
Month**

A Proclamation entitled “PROCLAIMING APRIL 2, 2019 AS *NATIONAL SERVICE RECOGNITION DAY* IN SUSSEX COUNTY” was presented to representatives of AmeriCorps and Senior Corps in Sussex County.

A Proclamation entitled “PROCLAIMING THE MONTH OF APRIL AS *FAIR HOUSING MONTH* IN SUSSEX COUNTY” was presented to George Thomasson of the Sussex County Association of Realtors, along with Brandy Nauman, Sussex County’s Fair Housing Compliance Officer, and Kevin Gilmore of Habitat for Humanity.

**Buffers and
Wetlands
Working
Group
Update**

Mr. Lawson reported on the progress of the County’s Buffers and Wetlands Working Group. Thus far, the Working Group has met three times; the focus of the Group has been on the definitions that reference buffers, wetlands, and other resources in County Code. (A copy of the working document for definitions was previously distributed to Council.) The next step for the Working Group is to discuss how best to develop standards to protect these resources. Mr. Lawson reported that, at a future Council meeting, the definitions and how to protect the resources will be presented to Council in a draft ordinance for consideration.

**Legislative
Update/
Legislation
Regarding
Property
Maintenance
Procedures
and
Penalties**

Mr. Lawson reported on the agenda item entitled “Legislative Update”. He noted that the agenda was amended on March 29th to include this item due to the fact that there is legislation being circulated in Dover regarding property maintenance. He noted that this originated with Kent County circulating proposed legislation and that Sussex County Administration and staff thought it might be a good idea to ask the General Assembly to include Sussex County in the legislation. No Bill has been introduced yet; there is only draft language, which would need to be fine-tuned so that it applies to Sussex County. Sussex County would request that it is enabling legislation (only) for Sussex County’s property maintenance procedures. Michael Costello, Government Affairs Manager, and Lester Shaffer, Chief Constable, discussed the County’s current process for violations and property clean-up procedures. They explained how this enabling legislation would establish regulations regarding property maintenance and penalties for violations that would allow for a much quicker time frame and simpler

(continued) process for violations and property clean-up procedures.

**Draft Ordinance/
Winding Creek Village Water District/
General Obligation Bonds**

Mrs. Jennings presented for discussion and possible introduction a Draft Ordinance entitled “AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$2,000,000 OF GENERAL OBLIGATION BONDS OF SUSSEX COUNTY IN CONNECTION WITH THE WINDING CREEK VILLAGE WATER DISTRICT PROJECT AND AUTHORIZING ALL NECESSARY ACTIONS IN CONNECTION THEREWITH”. This draft ordinance provides for the issuance of up to \$2,000,000 of Sussex County General Obligation Bonds in order to finance or reimburse the County for a portion of the costs for the design, construction and equipping of the Winding Creek Village Water District Project, consisting of the (a) installation of a water main from the existing Tidewater Utilities Meadows Pump District to a master meter at the entrance to the Winding Creek Village Subdivision (that “Subdivision”), and (b) construction of a distribution system throughout the Subdivision, along with the installation of relevant valves and fire hydrants (collectively, the “Project”), with the expectation that up to \$1,000,000 of principal forgiveness will be applied in order to reduce the principal amount of the Bonds outstanding to \$1,000,000 upon Project completion.

**Winding Creek Village Water District Area/
SRF Funding and Bonding Ordinance**

Mr. Medlarz reported that, in January 2018, the Engineering Department submitted a notice of intent to the State for supplemental funding associated with the proposed Winding Creek Village Water District. On June 13, 2018, the Finance and Engineering Departments followed up by filing a funding application with the Delaware Drinking Water SRF for \$2,000,000 for the Winding Creek Village Water District Area. The request was approved by the Water Infrastructure Advisory Council and an offer has been extended to the County. The Finance and Engineering Departments recommend accepting the funding offer and issuance of the associated ordinance authorizing up to \$2,000,000 of General Obligation Bonds of Sussex County.

Introduction of Proposed Ordinance

Mr. Burton introduced the Proposed Ordinance entitled “AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$2,000,000 OF GENERAL OBLIGATION BONDS OF SUSSEX COUNTY IN CONNECTION WITH THE WINDING CREEK VILLAGE WATER DISTRICT PROJECT AND AUTHORIZING ALL NECESSARY ACTIONS IN CONNECTION THEREWITH”. The Proposed Ordinance will be advertised for Public Hearing.

**M 166 19
Approve SRF Financing Offer/
Winding Creek Water District**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, based upon the recommendation of the Sussex County Engineering and Finance Departments, that the Drinking Water State Revolving Fund financing offer for the Winding Creek Village Water District Project be approved and the associated debt ordinance titled “AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$2,000,000 OF GENERAL OBLIGATION BONDS OF SUSSEX COUNTY IN CONNECTION WITH THE WINDING CREEK VILLAGE WATER DISTRICT PROJECT AND

(continued) **AUTHORIZING ALL NECESSARY ACTIONS IN CONNECTION THEREWITH”** be introduced and be voted on after a requisite public hearing.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Messick Development SLD

Hans Medlarz, County Engineer, presented a request to post notices for a public hearing for the Messick Development Streetlighting District. Mr. Medlarz reported that the Engineering Department received petitions from forty-six (46) percent of the residentially improved properties within the Messick Development in favor of establishing a streetlighting district. Mr. Medlarz asked for the Council’s concurrence on holding a (non-Code required) public hearing for the proposed District with an estimated rate of \$67.50 per year, per assessable property.

M 167 19 Prepare and Post Notices for the Messick Development SLD

A Motion was made by Mr. Burton, seconded by Mr. Hudson, that the Sussex County Engineering Department is authorized to prepare and post notices for a Public Hearing for the Messick Development Streetlighting District creation.

Motion Adopted: 4 Yeas, 1 Nay.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Nay; Mr. Burton, Yea;
Mr. Vincent, Yea**

Western Sussex Base Agreement/ Heritage Shores Inflow Study

Hans Medlarz, County Engineer, presented Amendment No. 2 to the Western Sussex Base Agreement with George Miles & Buhr for the Heritage Shores Inflow Study. Mr. Medlarz reported that, as part of the design process for the Western Sussex Area of the Sussex County Unified Sanitary Sewer District, Heritage Shores has been identified as one of the larger inflow sources and a metering and documentation study has been recommended.

M 168 19 Approve Contract Amendment/ Western Sussex Base Agreement

A Motion was made by Mr. Burton, seconded by Mr. Hudson, based upon the recommendation of the Sussex County Engineering Department, that Amendment No. 2 to the Base Engineering Contract for Western Sussex with George, Miles and Buhr, LLC be approved in the amount not to exceed \$25,000.00 for the Heritage Shores Inflow Study.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Administrator's
Report**

Mr. Lawson read the following information in his Administrator's Report:

1. County Government Day – Thursday, April 4th

The County is pleased to again sponsor the annual County Government Day on Thursday, April 4th. At 9:30 a.m., high school juniors from Sussex County Girls and Boys State will meet in the Council Chambers. A mock County Council session will occur, with the representatives assuming leadership roles. It is always an interesting experience to watch student representatives tackle County issues as presented by department heads. This program can be seen and heard on the County's website.

**Infra-
structure
Use
Agreements**

John Ashman, Director of Utility Planning, presented three Infrastructure Use Agreements for Council's consideration.

**Swann Cove
Phase 9
Project**

Mr. Ashman reported that, under a proposed agreement, Swann Cove, Phase 9, (located in the Fenwick Island Area of the Sussex County Unified Sanitary Sewer District) will connect to existing County-owned infrastructure. This agreement will allow Swan Family Limited Partnership, developers of Swan Cove, Phase 9, to connect 20.0 EDUs to the existing infrastructure in exchange for \$8,521.00.

**M 169 19
Approve
Infra-
structure
Use
Agreement/
Swann
Family
Limited
Partnership**

A Motion was made by Mr. Rieley, seconded by Mr. Wilson, based upon the recommendation of the Sussex County Engineering Department, that the Sussex County Council approves the Use of Existing Infrastructure Agreement between Sussex County and Swann Family Limited Partnership for a capacity allocation in the Regional Transmission System, as presented on April 2, 2019.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Outer
Banks
Project**

Mr. Ashman reported that, under a proposed agreement, the Outer Banks project (located in the West Rehoboth Area of the Sussex County Unified Sanitary Sewer District) will connect to existing County-owned infrastructure. This agreement will allow Edge Marine, LLC, developers of Outer Banks, to connect 54.0 EDUs to the existing infrastructure in exchange for \$62,967.00.

**M 170 19
Approve
Infra-
structure
Use
Agreement**

A Motion was made by Mr. Wilson, seconded by Mr. Burton, based upon the recommendation of the Sussex County Engineering Department, that the Sussex County Council approves the Use of Existing Infrastructure Agreement between Sussex County and Edge Marine, LLC for a capacity allocation in the Regional Transmission System, as presented on April 2, 2019.

**(continued)
Agreement
/Edge
Marine,
LLC**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Residence
Inn
Marriott
Project**

Mr. Ashman reported that, under the proposed agreement, the Residence Inn Marriott project (located in the West Rehoboth Area of the Sussex County Unified Sanitary Sewer District) will connect to existing County-owned infrastructure. This agreement will allow Colonial Oaks Hotel II, LLC, developers of Residence Inn Marriott, to connect 82.0 EDUs to the existing infrastructure in exchange for \$51,347.00.

**M 171 19
Approve
Infra-
structure
Use
Agreement/
Swann
Family
Limited
Partnership**

A Motion was made by Mr. Rieley, seconded by Mr. Hudson, based upon the recommendation of the Sussex County Engineering Department, that the Sussex County Council approves the "Use of Existing Infrastructure Agreement" between Sussex County and Colonial Oaks Hotel II, LLC for a capacity allocation in the Regional Transmission System, as presented on April 2, 2019.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Grant
Requests**

Mrs. Jennings presented grant requests for the Council's consideration.

**M 172 19
Council-
manic
Grant**

A Motion was made by Mr. Burton, seconded by Mr. Hudson, to give \$1,000.00 (\$500.00 each from Mr. Burton's and Mr. Hudson's Councilmanic Grant accounts) to Delaware Symphony Association for the Delaware Symphony Orchestra Concert Series.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 173 19
Council-
manic
Grant**

A Motion was made by Mr. Hudson, seconded by Mr. Burton, to give \$1,500.00 (\$750.00 each from Mr. Burton's and Mr. Hudson's Councilmanic Grant Accounts) to the Mid-Atlantic Symphony Orchestra Society for the Mid-Atlantic Symphony Orchestra Concert Series.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Intro-
duction of
Proposed
Ordinances**

Mr. Burton introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT AND C-2 MEDIUM COMMERCIAL DISTRICT TO A HR-1 HIGH-DENSITY RESIDENTIAL DISTRICT – RESIDENTIAL PLANNED COMMUNITY FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 15.2 ACRES, MORE OR LESS” (Change of Zone No. 1882) filed on behalf of Nassau DE Acquisition Co., LLC (Tax I.D. No. 334-1.00-15.00 and 334-1.00-15.03) (911 Address: None Available). The Proposed Ordinance will be advertised for Public Hearing.

Mr. Burton introduced the Proposed Ordinance entitled “AN ORDINANCE AN ORDINANCE TO AMEND THE CODE OF SUSSEX COUNTY, CHAPTER 62, ARTICLE III, SECTION 62-7, CHAPTER 72, ARTICLE I, SECTIONS 72-4 AND 72-5, CHAPTER 115, ARTICLES IV, XXV AND TABLE 1 BY AMENDING SECTIONS 115-22, 115-25, 115-182, 115-183 AND 115-194.3 TO REPLACE ALL REFERENCES TO THE “ENVIRONMENTALLY SENSITIVE DEVELOPMENT DISTRICT”, “ENVIRONMENTALLY SENSITIVE DEVELOPMENT DISTRICT OVERLAY ZONE”, “ESDDOZ” AND “ENVIRONMENTALLY SENSITIVE DEVELOPING AREA” WITH “COASTAL AREA”. The Proposed Ordinance will be advertised for Public Hearing. (It was noted that this is a re-introduction; that there are minor changes to the short title of the Proposed Ordinance; and that nothing has been changed in the content of the Proposed Ordinance.)

**M 174 19
Adjourn**

At 12:11 p.m., a Motion was made by Mr. Wilson, seconded by Mr. Hudson, to adjourn.

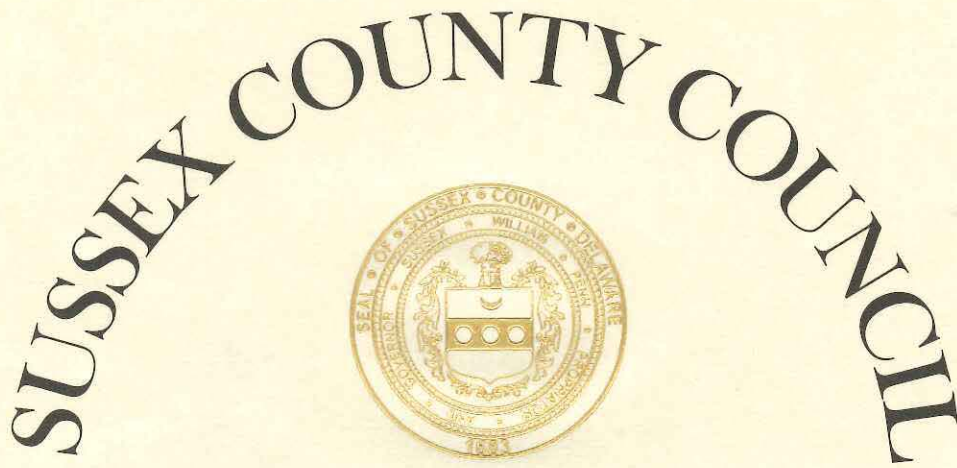
Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Respectfully submitted,

**Robin A. Griffith
Clerk of the Council**

{An audio recording of this meeting is available on the County’s website.}



PROCLAMATION

PROCLAIMING THE WEEK OF APRIL 7 THROUGH APRIL 13, 2019 AS “SUSSEX COUNTY LIBRARY WEEK”

WHEREAS, libraries play a vital role in defining and supporting the quality of life in their communities through rich resources and meaningful dialogue; and

WHEREAS, libraries are the nation’s most trusted public institutions for accurate and unbiased information; and

WHEREAS, librarians, library workers and supporters are deserving of celebration as they help people of all ages and backgrounds find and interpret the information they need to live, learn, work and grow; and

WHEREAS, libraries are spaces of opportunity, places to discover and fulfill dreams great and small; and

WHEREAS, when in doubt, people go to the library;

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Council proclaims “Sussex County Library Week,” April 7 through April 13, 2019 and encourages all residents to visit their library this week.

Communities thrive at the library.



Michael H. Vincent, President

Dated: April 9, 2019

TODD F. LAWSON
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Sussex County
DELAWARE
sussexcountyde.gov

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Douglas B. Hudson
The Honorable John L. Rieley
The Honorable Samuel R. Wilson Jr.

FROM: Todd F. Lawson
County Administrator

RE: **PROPERTY SETBACKS AND TAX DITCH RIGHT-OF-WAYS**

DATE: April 5, 2019

During Tuesday's meeting, we are scheduled to discuss setback measurements and tax ditch right-of-ways.

Staff will provide an overview of the current process for these measurements and the issues the County is encountering. The issues are related to having structures built in violation of the setback and right-of-way requirements. And while the Board of Adjustment may provide a variance for the violation, it is our hope some recommended changes to the process will help eliminate the variance requests.

Please let me know if you have any questions.



ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

DELAWARE
sussexcountysde.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable John L. Rieley
The Honorable Douglas B. Hudson

FROM: Hans Medlarz, P.E., County Engineer

RE: ***North Coastal Planning Area – WRA Associates, Inc. Contract
Amendment No.14- Inland Bays Flow Diversion***

DATE: April 9, 2019

On January 24, 2014, County Council awarded a five (5) year base contract for engineering services in the North Coastal Planning Area to Whitman, Requardt and Associates, LLP (WRA). Since then, Council utilized the contract by approving thirteen (13) amendments totaling \$7,282,482.43 in value. The latest one associated the Inland Bays Regional Wastewater Facility Expansion, Amendment No. 7A was approved on April 24, 2018, for design of an additional high-pressure irrigation pump station, associated filter facility and a biosolids storage shed at the IBRWF cake receiving facility.

On July 19, 2016, Council approved Amendment No.6 for 2.0 million gallons per day expansion of the IBRWF treated wastewater disposal system. On that same day, Council authorized contract negotiations with WRA for design of 2.0 million gallons per day treatment capacity expansion as well as regional biosolids and septage upgrades.

The negotiations culminated on August 30, 2016, with Council's approval of Amendment No.7 in the amount of \$1,290,820.00 for professional engineering services through bid award excluding contract administration and on-site inspection. On June 26, 2018 Council approved Amendment No. 7B for construction administration and inspection services and Amendment No. 7C for control system coordination and programming in the amounts of \$638,532.00 and \$120,809.00 respectively.

The Department is now presenting a request for the approval of Amendment No. 14 to the original North Coastal base contract associated with the effluent flow diversion to the Artesian Wastewater Resources facility as shown on the attached sketch plan and the addition of a pressure regulating stand pipe serving the entire effluent water loop in an amount not to exceed \$175,000.00.



ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

DELAWARE
sussexcountye.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable John L. Rieley
The Honorable Douglas B. Hudson

FROM: Hans Medlarz, County Engineer

RE: ***Delaware Coastal Business Park Phase I Construction, Project C19-15
Change Order No. 1***

DATE: April 9, 2019

On November 29, 2016, Council authorized the purchase of the King Farm Industrial Park and the assumption of existing contractual arrangements held by Georgetown Airport Center, LLC. Under this arrangement, the County assumed Melvin L. Joseph Construction Co., Inc.'s contracts for the DelDOT entrance and +/-500 feet of the Baltimore Avenue.

On October 10, 2017, Council approved a Memorandum of Understanding with AIC Building, LLC to achieve a better roadway alignment by incorporating the drive aisle behind the AIC building in the northern park access road via a modification of lease lines.

On March 14, 2017, Council approved the assumption of Georgetown Airport Center, LLC's Professional Engineering Contract and retained the Engineer of Record, Becker Morgan Group, Inc., as the consultant for Delaware Coastal Business Park. On January 16, 2018, Council approved Becker Morgan Group, Inc.'s scope modification no. 1 for the realignment of Baltimore Avenue, creating a four-way intersection serving lease areas 2 & 3. On December 11, 2018, Council approved scope amendment no. 2 for Becker Morgan Group, Inc. for the Coastal Business Park design phase I, connecting Baltimore Avenue across the railroad with the existing business park and the associated stormwater management.

The resulting phase I project was designed as a unit price contract and publicly advertised. On December 11, 2018, Council approved award of the Delaware Coastal Business Park, Phase I to the low bidder, Melvin Joseph Construction at the total bid amount of \$1,446,633.75. In the course of construction, differing site conditions were uncovered requiring additional stump removal and associated import of fill material.



The contractor proposed a new unit bid item for stump removal outside the designated areas @ \$2.70 per cubic yard. In order to grade out the affected areas to the contours required for positive drainage, Type F and Type B Borrow material is needed. Unit prices for both items exist and only the quantities need to be adjusted for an overall cost increase associated with change order no. 1 of \$194,508.00. The Engineering Department recommends approval of change order no. 1, allowing for better marketing of the lease areas associated with this phase of the Coastal Business Park.



***SUSSEX COUNTY
CHANGE ORDER REQUEST***

A. ADMINISTRATIVE:

1. Project Name: **Delaware Coastal Business Park, Phase I**
2. Sussex County Project No. C19-15
3. Change Order No. 1
4. Date Change Order Initiated - 4/5/19
5.
 - a. Original Contract Sum \$1,446,633.75
 - b. Net Change by Previous Change Orders \$ 0
 - c. Contract Sum Prior to Change Order \$1,446,633.75
 - d. Requested Change \$ 194,508.00
 - e. Net Change (No. of days) 0
 - f. New Contract Amount \$1,641,141.75
6. Contact Person: Hans Medlarz, P.E.
Telephone No. (302) 855-7718

B. REASON FOR CHANGE ORDER (CHECK ONE)

- ☒ 1. Differing Site Conditions
- ☐ 2. Errors and Omissions in Construction Drawings and Specifications
- ☐ 3. Changes Instituted by Regulatory Requirements
- ☐ 4. Design Change
- ☐ 5. Overrun/Underrun in Quantity

- 6. Factors Affecting Time of Completion
- 7. Other (explain below):

C. BRIEF DESCRIPTION OF CHANGE ORDER:

Additional stump removal and import of fill material due to differing site conditions.

D. JUSTIFICATION FOR CHANGE ORDER INCLUDED?

Yes X No

E. APPROVALS

1. Melvin L. Joseph, Contractor

Signature Date

Representative's Name in Block Letters

2. Sussex County Engineer

Signature Date

3. Sussex County Council President

Signature Date

CHANGE ORDER

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

☐
☐
☐
☐
☐

PROJECT: 18071
Del. Coastal Bus. Park-Phase 1, Sussex Cnty

CHANGE ORDER #: 1

CHANGE ORDER DATE: 04/05/2019

PROJECT #s: 18071

TO: Melvin L. Joseph Construction Company, Inc.
25136 DuPont Blvd.
Georgetown, DE 19947

DATE OF CONTRACT: 01/15/2019

FOR: Del. Coastal Bus. Park-Phase 1, Sussex
Cnty Proj. No.C19-15

The Contract is changed as follows:

Add the following items to the payment application:

No.22 - Additional Stump Removal Outside Designated Area at a Unit Price of \$2.70/CY with a Quantity of 9,259.26 CY
Totaling \$25,000.00


No.23 - Increase the Quantity of Item# 8-b by 11,000 Tons at the Unit Price of \$13.84/TN Totaling \$152,240.00

No.24 - Increase the Quantity of Item# 8-c by 1,200 Tons at the Unit Price of \$14.39/TN Totaling \$17,268.00

TOTAL COST IS \$194,508.00

The original Contract Sum was	\$1,446,633.75
The net change by previously authorized Change Orders is	\$0.00
The Contract Sum prior to this Change Order was	\$1,446,633.75
The Contract Sum will be increased by this Change Order in the amount of	\$194,508.00
The new Contract Sum including this Change Order will be	\$1,641,141.75
The Contract Time will be increased by	0 days.
The date of Substantial Completion as of this Change Order therefore is	Unchanged

Not valid until signed by all parties below.

ARCHITECT	Melvin L. Joseph Construction Company, Inc.	Sussex County Council
ADDRESS	25136 DuPont Blvd. Georgetown, DE 19947	2 The Circle Georgetown, DE 19947
BY (Signature)		
(Typed Name)	Charles Ewing	Hans Medlarz
DATE	DATE 04/05/2019	DATE

Frankford Business Park Expansion Facts

- Expansion of the Sussex County Unified Sanitary Sewer District (Dagsboro/Frankford Area).
- The parcels are on the east side of Dupont Blvd. (SR 113) and south of the Town of Frankford.
- Requested by Plitko, LLC on behalf of their clients Chesapeake Plumbing & Heating for parcels 433-11.00-21.00 & 21.02.
- The Engineering Department is recommending several small parcels be included in the annexation at this time to maintain uniform boundary. No connection will be provided for them at this time, so they will not be billed.
- The project wishes to connect to existing infrastructure installed by the County & an Infrastructure Use Agreement will be required.
- The expansion will consist of 20.34 acres more or less.
- The property owner(s) will be responsible for System Connection Charges of \$6,360.00 per EDU based on current rates.
- A tentative Public Hearing is currently scheduled for May 14, 2019 at the regular County Council meeting.

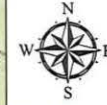
Frankford Business Park Proposed Expansion of The SCUSSD



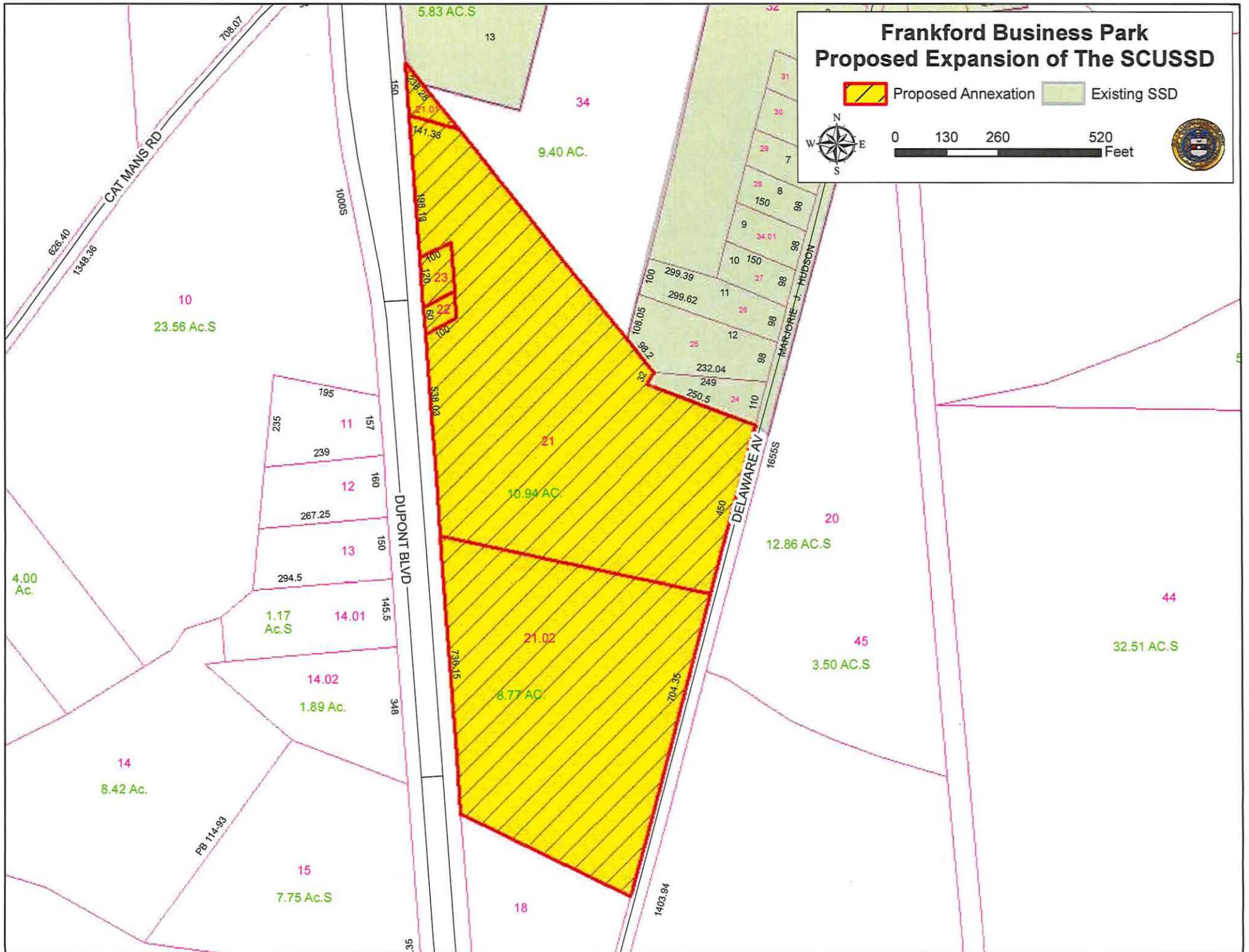
Proposed Annexation



Existing SSD



0 130 260 520 Feet



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountype.gov



Sussex County
DELAWARE
sussexcountype.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: April 3, 2019

RE: County Council Old Business Report for CZ 1870 Coroc/Rehoboth III, LLC

The County Council held a public hearing on February 19, 2019. County Council deferred action for further consideration.

Planning and Zoning Department received an application (CZ 1870 Coroc/Rehoboth III, LLC to allow for a Change of Zone from AR-1 (Agricultural Residential District) to C-3 (Heavy Commercial District) for parcel 334-13.00-325.36 located on Holland Glade Rd. The Planning and Zoning Commission held a public hearing on January 24, 2019. The following are the draft minutes for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that submitted into the record were a staff analysis and an exhibit booklet, Site Plan, comments from Sussex Conservation District, result from the DelDOT Service Level Evaluation Request, and Sussex County Engineering Department of Utility Planning Division.

The Commission found that Mr. Jim Fuqua, Attorney Fuqua, Willard, Stevens and Schab, Mr. Charles Worsham, and Mr. Ring Lardner, with Davis, Bowen and Friedel were present on behalf of the application; Mr. Fuqua stated this is an application to rezone a 10 acre parcel from AR-1 to C-3; that the parcel is located on the northwest side of Holland Glade Road and north of Route 1; that the parcel is adjacent to the rear of commercially zoned parcels and it is the Tanger Seaside Outlets Center; that the land is in front of an existing 25 acre parcel which is zoned C-1 and the outlet center has been in operation since the 1990's; that all the adjacent land is zoned C-1; that the rear of the C-1 uses is an area of CR-1 zoning that was rezoned in 2009; that this parcel is under construction; that there is a strip of land to the rear of the CR-1 parcel that is owned by the State of Delaware, and the next parcel contains a church; that the land to the rear of this parcel is also lands owned by the State of Delaware with a trail; that the parcel does contain three stormwater ponds and some over flow parking for connection to the Breakwater Trail and that the applicant will continue to permit access to the trail; that the parcel would be served by central water proved by Tidewater Utilities and central sewer would be provided by Sussex County; that the parcel would have a new access off of Holland Glade Road; that the entrance would be designed and constructed in accordance with DelDOT requirements and that they would determine whether a TIS or Traffic Operational Analysis ("TOA") would be required when they review the site plan showing the entrance; that DelDOT may potentially require a full



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 417
GEORGETOWN, DELAWARE

signalized intersection at the intersection of Holland Glade Road and US Route 1; that this site would also have access by way of the Seaside Outlets which is the main US Route 1 entrance to the existing outlet center; that DelDOT would require the normal Right-of-Way dedications; that the existing outlet center has inter-connectivity with the property to the north which contains a K-Mart shopping center and that motorists can continue from that shopping center to the nearby 'Giant' Store; that the stormwater management system would be designed to use Best Management Practices; that there are three existing stormwater ponds on the site and they would most likely be expanded to accommodate any potential increases in stormwater; that there are no Federal or State wetlands on the site; that the site is located in the zone X floodplain; that there are no threatened or endangered species located on the site; that the State Spending Strategies identifies this property as being within a Level 2 area; that the Land Use Classification per the Comprehensive Plan is in the Environmentally Sensitive Developing Area which is a growth area and that the site is located within the highway commercial growth area; that the outlet center does have access to a principal arterial highway and is near existing shopping centers; that this is consistent with the 2008 Comprehensive Plan and is also consistent with the proposed 2018 Comprehensive Plan; that this consistent with the purpose of the C-3 district; that the following is permitted in the C-3 district is for retail, hotels, offices and etc.; that the site could be a potential hotel; that there are no nearby residential uses; and that residential uses are not appropriate for this area.

The Commission found that no one wished to speak in favor of or in opposition to the application.

At the conclusion of the public hearings, the Commission discussed this application.

Motion by Mr. Hopkins, seconded by Ms. Wingate and carried unanimously to defer action for further consideration. Motion carried 3-0. Ms. Stevenson was absent.

At their meeting of February 14, 2019, the Planning Commission discussed the application which has been deferred since January 24, 2019. Ms. Stevenson indicated that she had listened to the record and was prepared to vote on the application.

Mr. Hopkins move that the Commission recommend approval of Change in Zone # 1870 for **COROC/REHOBOTH III, LLC** for a change in zone from AR-1 to C-3 "Heavy Commercial" based upon the record made during the public hearing and for the following reasons:

1. C-3 Heavy Commercial Zoning is designed to allow auto-oriented retail and service businesses that serve local and regional residents. Permitted Uses include retail uses, restaurants, offices and vehicle service stations.
2. The site is at the rear of the C-1 properties fronting along Route One that are currently used for retail purposes. This location is appropriate for this type of zoning.
3. This location is currently used for overflow parking and stormwater management from the adjacent C-1 Zoning. This application is a reasonable extension of the existing C-1 district and the applicant has stated that there will be interconnectivity with its existing C-1 property.
4. As stated by the Applicant, there will be interconnectivity between this site and the existing C-1 retail area that is adjacent to it.
5. The site will be served by central water and Sussex County sewer.
6. The site is in the Environmentally Sensitive Developing Area and Highway Commercial Area according to the current Sussex County Land Use Plan. This type of commercial use is appropriate in these Areas according to the Plan.

7. The proposed rezoning meets the general purpose of the Zoning Code by promoting the orderly growth, convenience, order prosperity and welfare of the County.
8. Any future use of the property will be subject to Site Plan review by the Sussex County Planning and Zoning Commission.

Motion by Mr. Hopkins, seconded by Ms. Stevenson and carried unanimously to forward this application to the Sussex County Council with a recommendation that the application be approved for the reasons stated. Motion carried 4-0.

Introduced 09/18/18

**Council District No. 4 - Cole
Tax I.D. No. 334-13.00-325.36
911 Address: N/A**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A C-3 HEAVY COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 10.001 ACRES, MORE OR LESS

WHEREAS, on the 31st day of August 2018, a zoning application, denominated Change of Zone No. 1870, was filed on behalf of Coroc/Rehoboth III, LLC; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1870 be _____; and

WHEREAS, on the ____ day of _____ 2018, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of C-3 Heavy Commercial District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the north side of Holland Glade Road, approximately 575 feet east of Coastal Highway (Route 1), and being more particularly described in the attached legal description prepared by Davis, Bowen & Friedel, Inc., said parcel containing 10.001 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: **Delaware Ducks Unlimited**

PROJECT NAME: **Greenwing Event**

FEDERAL TAX ID: **5211443344** 521443344 NON-PROFIT: ☒ YES ☐ NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

☐ YES ☒ NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: Ducks Unlimited understands the importance of youth and education, especially when it involves wetland conservation and outdoor education.

ADDRESS: **1240 Kings Highway**

Lewes **DE** **19958**
(CITY) (STATE) (ZIP)

CONTACT PERSON: **Carrie Lingo**

TITLE: **Southern Zone Chair**

PHONE: **3023449188** EMAIL: **carrie@jacklingo.com**

TOTAL FUNDING REQUEST: **\$1,000**

Has your organization received other grant funds from Sussex County Government in the last year? ☒ YES ☐ NO

If YES, how much was received in the last 12 months? **1000**

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? ☐ YES ☒ NO

Are you seeking other sources of funding other than Sussex County Council? ☐ YES ☒ NO

If YES, approximately what percentage of the project's funding does the Council grant represent? _____

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Fair Housing | <input type="checkbox"/> Health and Human Services | <input type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input type="checkbox"/> Other _____ | <input checked="" type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|---|--|---|
| <input type="checkbox"/> Disability & Special Needs | <input type="checkbox"/> Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income ² | <input checked="" type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input type="checkbox"/> Other _____ | |

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

500

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

"Attached"

Nancy Cordrey

From: Carrie Lingo <carrie@jacklingo.com>
Sent: Wednesday, March 27, 2019 11:00 AM
To: Nancy Cordrey
Cc: Gina Jennings
Subject: Re: FW: Sussex County Grant

Nancy, for some reason there is an error when I try to save the **Program Scope**, the scope is as follows:

Ducks Unlimited understands the importance of youth and education, especially when it involves wetland conservation and outdoor education. DU has been a leader in taking the learning to outside the classroom, with the Greenwing program and youth day events. Every year all the Delaware Ducks Unlimited chapters across the state join together and hold a Youth Conservation Day in Greenwood, DE. This event is an outlet for youth to learn about wildlife management, wetland conservation, and safety education related to outdoor activities. Each participant not only gains valuable education the day of the event, but are registered in the DU Greenwing program for one year, to continue to receive educational publications throughout the year.

The event is FREE to all youth participants but as you can imagine an event such as this needs funding to support. The Greenwing program is run at the national DU level, but Delaware leads the charge as to the state run event, and in past years registered up to 3000 youth per year. It costs \$15 per child to register them as a Greenwing, and this is where we are in need of your support. Each of the 3 counties and all 13 DU Chapters across the state of Delaware are responsible to generate the fundraising to support this very important initiative.

We feel this is a great opportunity to promote your organization as a new member to the Delaware community, but also to show its support for the mission of Ducks Unlimited and youth education, as they are the future conservationists.

On Wed, Mar 27, 2019 at 10:56 AM Carrie Lingo <carrie@jacklingo.com> wrote:

Hi Nancy, thank you for your assistance, Carrie Lingo

Our Tax ID # is: 521443344 (I added an extra 1)

On Tue, Mar 26, 2019 at 4:14 PM Nancy Cordrey <NCORDREY@sussexcountyde.gov> wrote:

Ms. Lingo,

At your convenience, please call me regarding the grant request application you submitted to the County on behalf of Delaware Ducks Unlimited.

Thank you,

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE		
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)		
TOTAL REVENUES		\$0
EXPENDITURES		
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)		
Operating Costs		(15,000)
Child Membership to Greenwing		(15,000)
TOTAL EXPENDITURES	(\$30,000)	\$ 0.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	(\$30,000)	\$ 0.00

SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the **Delaware Ducks Unlimited** agrees that:
(Name of Organization)

- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**

DocuSigned by:
Carrie Lingo
Applicant/Authorized Official Signature

3/26/2019

Date

DocuSigned by:
Shawn McDonnell
Witness Signature

3/26/2019

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

The Sussex County Council makes available a limited amount of funding to non-profit organizations that serve the citizens of Sussex County. Each application for funding shall be evaluated by Sussex County administrative staff and shall be subject to final approval from Sussex County Council.

In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

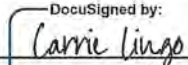
For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

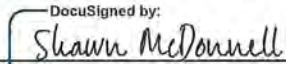
For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

DocuSigned by:

 Applicant/Authorized Official Signature

DocuSigned by:

 Witness Signature

Southern Zone Chair

Title

3/27/2019

Date

Burton
3-28-19
 Rev. 02/2019



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Sussex Central High School
PROJECT NAME: Business Professionals of America
FEDERAL TAX ID: 51-6000279 NON-PROFIT: ☒ YES ☐ NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

☐ YES ☒ NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: To provide students with opportunities to develop critical thinking skills, public speaking ability, a focused work ethic, and self-confidence in a team environment, along with insight into the legal field and trial advocacy, training, and experience.

ADDRESS: Sussex Central High School
26026 Patriots Way
Georgetown DE 19947
(CITY) (STATE) (ZIP)

CONTACT PERSON: Jeff Peet
TITLE: BPA Adviser
PHONE: 302-934-3166 EMAIL: jeffrey.peet@irsd.k12.de.us

TOTAL FUNDING REQUEST: \$1000.00

Has your organization received other grant funds from Sussex County Government in the last year? ☐ YES ☒ NO

If YES, how much was received in the last 12 months? _____

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? ☐ YES ☒ NO

Are you seeking other sources of funding other than Sussex County Council? ☒ YES ☐ NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 20%

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

☐ Fair Housing

☐ Infrastructure¹

☐ Health and Human Services

☐ Other _____

☐ Cultural

☒ Educational

BENEFICIARY CATEGORY

☐ Disability & Special Needs

☐ Elderly Persons

☐ Minority

☐ Victims of Domestic Violence

☐ Low to Moderate Income²

☐ Other _____

☐ Homeless

☒ Youth

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

30

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

Sussex Central High School's Business Professionals of America chapter recently competed in the Delaware State Leadership Conference in Dover, sending a record 25 students. This competition was the culmination of the students' work this school year with the goal of going to the National Leadership Conference in May.

We are proud to say we had five students qualify to compete at the National level! Seniors Joseph Koski, Ryan Sosnoski, William Garcia & Cole Statler, and Freshman Joseph Rose placed in their respective events earning their trip to Nationals.

With Nationals this year being held in Anaheim, California, the cost will be higher than in years' past. The anticipated cost per student will be around \$1000. This includes flight, hotel, and conference registration.

We are reaching out for support for these students, and asking for donations to help offset costs. Please consider investing in our future business leaders, and help in providing them with a once in a lifetime experience.

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
TOTAL REVENUES	5,600.00
EXPENDITURES	
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)	
Hotels in Anaheim	-\$ 2,974.29
Flights	-\$ 2,694.46
Registration Fees	-\$ 965.00
TOTAL EXPENDITURES	-\$ 6,633.75
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	-\$ 1,033.75


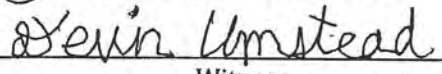
SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Sussex Central High School BPA agrees that:
(Name of Organization)

- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.


Applicant/Authorized Official

Witness

3/26/19
Date
3/26/19
Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

JD

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

The Sussex County Council makes available a limited amount of funding to non-profit organizations that serve the citizens of Sussex County. Each application for funding shall be evaluated by Sussex County administrative staff and shall be subject to final approval from Sussex County Council.

In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

JD
Applicant/Authorized Official

Bevin Umstead
Witness

Advisor, SCHS BPA
Title

3/26/19
Date

Rieley
3-27-19



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Rehoboth Beach Main Street

PROJECT NAME: Rehoboth in Bloom

FEDERAL TAX ID: 51-0368973

NON-PROFIT: ☒ YES ☐ NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

☐ YES ☒ NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: Support, promote & beautification of downtown Rehoboth.

ADDRESS:

Rehoboth Beach Main Street

Po Box 50, 509 Rehoboth Ave

Rehoboth Beach, DE

(CITY)

(STATE)

19971

(ZIP)

CONTACT PERSON:

Cindy Lovett - Rehoboth in Bloom Chair /

TITLE:

RBMS Board Member / Design Committee Chair

PHONE:

302-521-4190

EMAIL: info@pdlovett.com

TOTAL FUNDING REQUEST: \$1,500 - 2,000

Has your organization received other grant funds from Sussex County Government in the last year?

☐ YES ☒ NO

If YES, how much was received in the last 12 months?

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for?

☐ YES ☒ NO

Are you seeking other sources of funding other than Sussex County Council?

☐ YES ☒ NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 12.5%

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Fair Housing | Health and Human Services | <input checked="" type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input checked="" type="checkbox"/> Other <i>Economic Vitality</i> | <input type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|---|--|-----------------------------------|
| <input type="checkbox"/> Disability & Special Needs | Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | Low to Moderate Income ² | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input checked="" type="checkbox"/> Other <i>Businesses Downtown</i> | |

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

The communities of the Rehoboth Beach area have come together to create Rehoboth in Bloom (RIB), a gardening-focused group that operates under the auspices of Rehoboth Beach Main Street (RMBS). With a gorgeous ocean and beach, downtown Rehoboth is ripe for more beauty to be spread into the business area to attract both residents and visitors to enjoy the town and its businesses.

In the first year, RIB plans to acquire, install, plant and maintain thirty EarthPlanters in front of certain businesses in the ocean block of the three commercial streets hosting a variety of shopping, dining, and lifestyle retail businesses. While some businesses have started their own planters, the results are uneven and not well maintained. With an eager set of volunteers to help beautify Downtown Rehoboth Beach, The effort has met with as outpouring of support from the community with over 60 volunteers registered in the first few months and contributions totaling \$9,500. The budget for the initial year is \$12,000. Donations are still needed to fulfill the vision. Providing funds of \$1,500 for 2019 would put the effort on track to be able to launch this beautification effort for Rehoboth.

- B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE		
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	<i>Donations from businesses + residents</i>	
TOTAL REVENUES	<i>\$19,500</i>	
EXPENDITURES		
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)		
<i>30 planters @ \$350 each</i>	<i>\$10,500</i>	
<i>Wagons, extra plants, fertilizer, sponsor signs</i>	<i>\$1,500</i>	
TOTAL EXPENDITURES	<i>\$12,000</i>	\$ 0.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	<i>\$ 2,500</i>	\$ 0.00

SECTION 5: STATEMENT OF ASSURANCES

- If this grant application is awarded funding, the *RBHS/Rehoboth in Bloom* agrees that:
(Name of Organization)
- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
 - 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
 - 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**

Cindy Lovett

Applicant/Authorized Official Signature

Victoric W. Tull

Witness Signature

3-16-19

Date

3-16-19

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

[Handwritten initials]

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

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In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

Cindy Lovett
Applicant/Authorized Official Signature

Victoria W. Hill
Witness Signature

3-16-19
Title

3-16-19
Date

Hudson
4/02/19



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: First State Community Action Agency, Inc.

PROJECT NAME: 6th Annual Miniature Golf Tournament

FEDERAL TAX ID: 51-0104704 NON-PROFIT: ☒ YES ☐ NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?

☐ YES ☒ NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: Our mission is to work towards the elimination of poverty and lessen the effects of poverty on people of low-income.

ADDRESS: First State Community Action Agency
308 N. Railroad Avenue
Georgetown Delaware 19947
(CITY) (STATE) (ZIP)

CONTACT PERSON: Kaneisha Trott

TITLE: Communications Manager

PHONE: 302-856-7761 ext. 138 EMAIL: ktrott@firststatecaa.org

TOTAL FUNDING REQUEST: \$1,200

Has your organization received other grant funds from Sussex County Government in the last year? ☒ YES ☐ NO

If YES, how much was received in the last 12 months? \$1,000

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? ☐ YES ☒ NO

Are you seeking other sources of funding other than Sussex County Council? ☒ YES ☐ NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 5%

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- ☐ Fair Housing
☐ Infrastructure¹

- ☒ Health and Human Services
☒ Other Youth Afterschool, Summer Enrichment & Training

- ☐ Cultural
☒ Educational

BENEFICIARY CATEGORY

- ☐ Disability & Special Needs
☐ Elderly Persons
☒ Minority

- ☐ Victims of Domestic Violence
☒ Low to Moderate Income²
☒ Other children of non-English speaking parents

- ☐ Homeless
☒ Youth

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:
400

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

On Tuesday, May 14, 2019, First State Community Action Agency, Inc. will present the highly raved about 6th annual miniature golf tournament to benefit community youth programs administered by First State. Support will provide opportunities for youth to engage in the arts and sciences, improve their academic performance through tutoring and homework assistance, enhance their knowledge of money and banking, participate in cultural enrichment and recreational activities, receive mentoring and case management, as well as college prep and skills training for the workforce.

In the past year, First State—a statewide, human services, anti-poverty nonprofit based in Georgetown, Delaware—assisted more than 12,000 individuals with its full spectrum of programs and services. Since its inception in 1965, First State remains diligent in its efforts to empower, change, and promote self-sufficiency in the lives of low-income people and improve the overall health of our communities.

The miniature golf tournament, to be held at Jungle Jim's in Rehoboth Beach, Delaware has and will continue to attract many leaders in the community, local organizations, and companies. Since 2014, more than 100 local businesses have supported this fun amateur sporting event, enabling First State to continue providing important services to over 400 low-income youth in communities across Sussex County and beyond.

THE NEED:

The Afterschool Alliance reports that in Delaware, 18% of [26,240] children participated in an afterschool program. Studies show that many children are typically left alone, often without adult supervision, and without constructive extracurricular activities during those critical hours (3pm-6pm) after school. Afterschool programs not only provide a safe, supervised and structured environment, but also skill building and support to the academic needs of struggling students. In fact, afterschool programs are reported to help students improve grades and standardized test scores, increase social competence and motivation, as well as enhance their connection to schools, especially in low-income students. These programs are effective because they provide extra learning opportunities for children after school hours, lengthening and strengthening the lessons taught in the classroom. Schools and communities turn to these programs as a resource to improve overall student performance and reduce the achievement gap by providing personalized learning time through tutoring and other targeted interventions.

For over fifteen years, First State's community based Afterschool Program has provided extended learning for school-age children and youth through homework assistance and other enrichment activities believed to foster positive development and academic success. The Afterschool Program has demonstrated positive academic outcomes in low-income elementary students. During the 2015-2016 academic year, overall grade point averages of students in grades 1-5 increased 1.8% from 83.8 in the beginning of the year to 85.6 by the end of year across all subjects. Program staff, as well as school teachers and administrators, have each observed marked improvements within students' communication skills, social interaction and behavior inside and outside the classroom, grade and test scores, as well as self-esteem.

Our success, and the betterment of our local youth, relies heavily on the continued support of community partners like the Sussex County Council.

REQUEST FOR SUPPORT:

This year, we are requesting sponsorship support from the Sussex County Council in the amount of \$1,200 towards our 2019 miniature golf event. This contribution entitles you to the benefits of a Major Sponsor where your company will be given invaluable visibility and recognition in the community. As a Major event sponsor, the Sussex County Council will receive logo & company branding incorporated at raffle draw & prize tables, social media mentions leading up to event (and during day-of event), logo present on team photo signage, large logo on sponsor banner, logo on signage throughout the golf course, mention in event program, mention on First State's e-newsletter & website, and two (2) teams of four with lunch.

With your support, the miniature golf tournament will continue to be an outstanding event and great commemoration of First State's many youth programs and services to families throughout Sussex County and all of Delaware. Please help us expand our reach to help more young people succeed in and outside the classroom. Moreover, you will have the opportunity, at the event itself, to meet many others from our community with whom business opportunities and partnerships can be forged in years to come.

We thank you for your consideration and hope you will respond favorably to our request.

- B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
TOTAL REVENUES	5,200.00
EXPENDITURES	
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)	
Supplies, Awards, & Equipment	-\$ 900.00
Event Advertising & Promotions	-\$ 500.00
Venue Rental/ Food (Rehoboth Beach Country Club)	-\$ 3,500.00
Music & Photography	-\$ 600.00
TOTAL EXPENDITURES	-\$ 5,500.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	-\$ 300.00

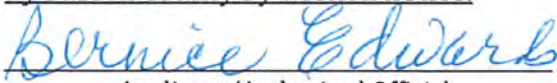
SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the First State Community Action Agency, Inc. agrees that:
(Name of Organization)

- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

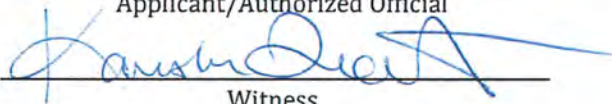
- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**



Applicant/Authorized Official

March 28, 2019

Date



Witness

March 28, 2019

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

89

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

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In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

Bernice Edwards
Applicant/Authorized Official

Karen Dean
Witness

Executive Director
Title

3/29/19
Date

Vincent
4-02-19

To Be Introduced 04/09/19

Council District No. 3 – Burton

Tax I.D. No. 334-10.00-53.00 (portion of) and 334-10.00-55.00 (portion of)

911 Address: 30249 Fisher Road, Lewes

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN EVENTS VENUE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 5.0 ACRES, MORE OR LESS

WHEREAS, on the 15th day of March 2019, a conditional use application, denominated Conditional Use No. 2177, was filed on behalf of Ingrid Hopkins; and

WHEREAS, on the ____ day of _____ 2019, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2177 be _____; and

WHEREAS, on the ____ day of _____ 2019, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2177 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the north side of Fisher Road approximately 0.45 mile and 0.76 mile west of Beaver Dam Road, and being more particularly described in the attached legal description prepared by Tunnell and Raysor, P.A., said parcel containing 5.0 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

To Be Introduced 04/09/19

**Council District No. 4 - Hudson
Tax I.D. No. 234-30.00-1.00 through 430.00
911 Address: None Available**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM A MR-RPC MEDIUM DENSITY RESIDENTIAL DISTRICT-RESIDENTIAL PLANNED COMMUNITY TO A MR-RPC MEDIUM DENSITY RESIDENTIAL DISTRICT-RESIDENTIAL PLANNED COMMUNITY TO AMEND CONDITIONS OF APPROVAL OF CHANGE OF ZONE NO. 1475 (ORDINANCE NO. 1573) FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 787.787 ACRES, MORE OR LESS

WHEREAS, on the 19th day of March 2019, a zoning application, denominated Change of Zone No. 1883, was filed on behalf of OA-BP Marina Bay-Lakeside, LLC; and

WHEREAS, on the ____ day of _____ 2019, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1883 be _____; and

WHEREAS, on the ____ day of _____ 2019, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [MR-RPC Medium Density Residential District-Residential Planned Community] and adding in lieu thereof the designation of MR-RPC Medium Density Residential District-Residential Planned Community as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying on the south end of Bay Farm Road and the south side of Trinity Road, and being more particularly described in the

attached legal description prepared by McCrone, said parcel containing 787.787 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

TO BE INTRODUCED