



Georgetown

Town Council Meeting Agenda

Meeting Date: Wednesday, February 14, 2018
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 PM Regular Meeting

Page

1. PLEDGE OF ALLEGIANCE

2. INVOCATION

3. ADOPTION OF AGENDA

4. APPROVAL OF JANUARY 24, 2018 TOWN COUNCIL MINUTES

A.

5. BOARD OF ADJUSTMENT APPOINTMENTS

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[BOA Letters of Interest](#)

6. CASE #2017-22 REZONE APPLICATION DECISION

Official zoning map amendment from Urban Residential (UR2) to Professional Business District (UB3), property is located at 313 North Bedford Street, Georgetown, DE (Sussex County Tax District 135 Map 14.20 Parcel 79.00).

5 - 25

[Rezone Application](#)

[DRAFT Planning Commission Minutes](#)

7. MEMORANDUM OF UNDERSTANDING - SUSSEX SPORTS FIELD FOUNDATION, INC. AND TOWN OF GEORGETOWN

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A. Agreement

[Memorandum of Understanding: Sussex Sports Fields Foundation - Town of Georgetown](#)

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- B. Supplemental Information
 - [Site Plan - Landscape Rendering](#)
 - [Resolution 2006-4 - Georgetown Public Library](#)

8. AGREEMENT BETWEEN SUSSEX COUNTY DEPARTMENT OF ELECTIONS AND TOWN OF GEORGETOWN FOR VOTER REGISTRATION

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- A. Agreement
 - [Municipal Election Agreement](#)

9. DEPARTMENTAL REPORTS

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- A. Gene Dvornick – Town Manager
- B. Eric Rust - Superintendent of the Wastewater Reclamation Facility
 - [Lagoon Depth Graph](#)

10. PUBLIC COMMENT

11. ADJOURNMENT

JAN 31 2018



January 31, 2018

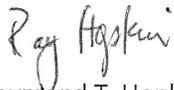
401 West Market Street
Georgetown, Delaware 19947

Dear Mayor Council:

I would like to be reappointed to the Board of Adjustment for a three year term. I enjoy this role in helping the Town of Georgetown grow as we attract new business and maintain our current business base.

Thank you.

Sincerely,



Raymond T. Hopkins III

Mayor and Council
Town of Georgetown
39 the Circle
Georgetown De. 19967

26 January 2018

Reference: Board of Adjustment Vacancy

Mayor and Council

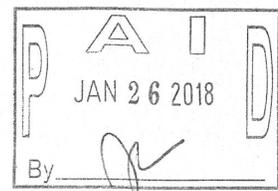
I would like to continue my civic duty by serving on the Board of Adjustment for another term limit. I believe that my past experiences with the Town and my current position of employment gives me a great in site into the various municipal zoning issues.

Please consider this letter to serve on your Board of Adjustment.

Respectfully



Eric Evans





Town of Georgetown Review Application

| Check Type of Review Requested | Copies |
|---|--------|
| <input checked="" type="checkbox"/> Category II Plan Review | 5 |
| Category I Site Plan - Preliminary | 11 |
| Category I Site Plan - Final | 8 |
| Conditional Use | 18 |
| Historic Review | 8 |
| Subdivision/RPC Review - Conceptual | 11 |
| Subdivision/RPC Review - Preliminary | 18 |
| Subdivision/RPC Review - Final | 18 |
| Utility Review | 2 |
| <input checked="" type="checkbox"/> Zoning Amendment | 18 |
| Other: | |

All packages to include number of copies shown:

- Review Application
- Plans / Prints
- Supportive Materials
- One PDF of Site Plan

Note: One 11 x 17 copy of complete site plan to be provided with application packages.

| Property Information | |
|----------------------------------|---------------------------------------|
| Sussex County Tax Map/Parcel: | Tax Map No. 1-35-14.20 / Parcel 79.00 |
| Project Location: | 313 N. Bedford Street |
| Property Size/Dimension: | 75' x 234.22' / 17,564 sq ft |
| Project Title/Name: | 313 N Bedford Street |
| Current Zoning District: | UR-3 <u>UR-2</u> 117/18 |
| Proposed Zoning (if applicable): | UB-3 |
| Current Property Use: | Single Family Residence |
| Proposed Property Use: | Business (Law Office) |

| Current Property Owner Information | |
|------------------------------------|-----------------------------|
| Current Owner Name: | Theodore and Suzanne Murphy |
| Phone Number: | 610-436-7555 |
| Fax Number: | |
| Email Address: | tmurphy@murphy-law-firm.com |
| Mailing Address: | 320 N. High Street |
| City, State, Zip Code: | West Chester, PA 19380 |

| Engineer / Surveyor Information | |
|---------------------------------|----------------------------------|
| Company Name: | Kimley-Horn and Associates, Inc. |
| Contact Name: | Seth McCullough |
| Phone Number: | 443-743-3468 |
| Fax Number: | |
| Email Address: | seth.mccullough@kimley-horn.com |
| Mailing Address: | 1215 E Fort Ave, Suite 304 |
| City, State, Zip Code: | Baltimore, MD 21230 |

Developer Information

| | |
|------------------------|--|
| Company Name: | Murphy Law Firm, PC |
| Contact Name: | Theodore Murphy |
| Phone Number: | 610-436-7555 |
| Fax Number: | |
| Email Address: | tmurphy@murphy-law-firm.com |
| Mailing Address: | 320 N. High Street West Chester, PA 19380 |
| City, State, Zip Code: | |

Designated Primary Contact

| | |
|------------------------|---|
| Contact Name: | Seth McCullough |
| Phone Number: | 443-743-3468 |
| Fax Number: | |
| Email Address: | seth.mccullough@kintley-horn.com |
| Mailing Address: | 1215 E Fort Ave. Suite 304 Baltimore, MD 21230 |
| City, State, Zip Code: | |

Please read and certify the following:

1. I have supplied all the information listed on this form and that statements contained in any papers or plans submitted as part of this application are true and correct.
2. This project was designed in accordance with the plan requirements in the Comprehensive Plan, Zoning Code, Design Standards as well as the Construction Standards for the Town of Georgetown.
3. I, or an agent on my behalf, will attend all public hearings/meetings necessary for this project in order to answer any questions to the best of my ability in respect to the present and future needs, health, safety, morals, convenience, order, prosperity and general welfare of the inhabitants of Georgetown.
4. I understand that any incomplete applications will not move forward in the review process and I will be notified in writing after a thorough review has been completed by the Planning Department.
5. It is understood that the Planning Department processes all applications in the order in which they were received. Each application will continue in the process once eligibility and the appropriate reviews have been completed.
6. I understand that only the designated primary contact listed on this application will receive any and all review comments, meeting information and correspondence to and from the Town of Georgetown.
7. I understand that the Engineer will be billed for the professional services rendered from the Town Engineer and/or the Town Solicitor, as required for my application, unless I notify the Town Planning Department in writing advising otherwise.

Signatures

| | |
|-----------------------------|--|
| Designated Primary Contact |  |
| Developer |  |
| All Current Property Owners |  |
| Parcel - | |
| Parcel - | |
| Parcel - | |

OFFICE USE ONLY

Date Received: _____ Received by: _____ Amount: \$ _____ Cash/Check #: _____

LAW OFFICES

PARKOWSKI, GUERKE & SWAYZE

F. MICHAEL PARKOWSKI
I. BARRY GUERKE
DAVID S. SWAYZE

PROFESSIONAL ASSOCIATION

CLAY T. JESTER
JOHN C. ANDRADE
MARK F. DUNKLE (also GA & PA)
WILLIAM A. DENNMAN

116 WEST WATER STREET
P. O. BOX 598
DOVER, DELAWARE 19903

MICHAEL W. ARRINGTON (also MD & DC)

302-678-3262

CHRISTINE P. SCHULTZ
MICHAEL W. TEICHMAN

FAX: 302-678-9415
WEBPAGE: www.pgsllegal.com

KASHIF I. CHOWDHRY (also PA)

REHOBOTH BEACH OFFICE

JAMES D. NITZER
JAMES D. GRIFFIN
VINCENT G. ROBERTSON
ELIO BATISTA, JR

1105 NORTH MARKET STREET, 19TH FLOOR
WILMINGTON, DE 19801

19354C MILLER ROAD
REHOBOTH BEACH, DE 19971
302-226-8702
FAX: 302-226-8704

JUDY M. JONES
WILLIAM J. WALLS, JR.

CAROLYN M. MCNEICE

SHANE C. HEBERLING

REHOBOTH BEACH OFFICE
19354C MILLER ROAD
REHOBOTH BEACH, DE 19971
302-226-8702
FAX: 302-226-8704

December 11, 2017

Chairman Gary Tonge and Commissioners
Town of Georgetown Planning Commission
39 The Circle
Georgetown, DE 19947

**RE: Zoning Amendment Application, Tax Parcel #135-14.20.79.00
Case #2017-22**

Dear Chairman Tonge and Members of the Commission:

I respectfully submit the attached Zoning Amendment Hearing Notebook as part of the record on behalf of the Applicant in the upcoming public hearing before the Commission.

The Applicant respectfully requests recommendation of approval of this Zoning Amendment from UR2 to UB3 for the following reasons:

1. The requested Zoning Amendment is supported by the Current and Future Town of Georgetown Comprehensive Plan Maps (Tab 1);
2. The requested Zoning Amendment is supported by many of the public survey comments associated with the current Comprehensive Plan Update (Tab 2);
3. The requested Zoning Amendment is otherwise in compliance with the requirements of 22 Del. C. §303, and will support the economic growth of the Town, is in keeping with the character of the surrounding neighborhood and helps promote the most appropriate use of land. (Tab 3 and testimony to be provided)

Chairman Gary Tonge and Commissioners
Page 2

Thank you very much for your consideration of this request.

Very truly yours,

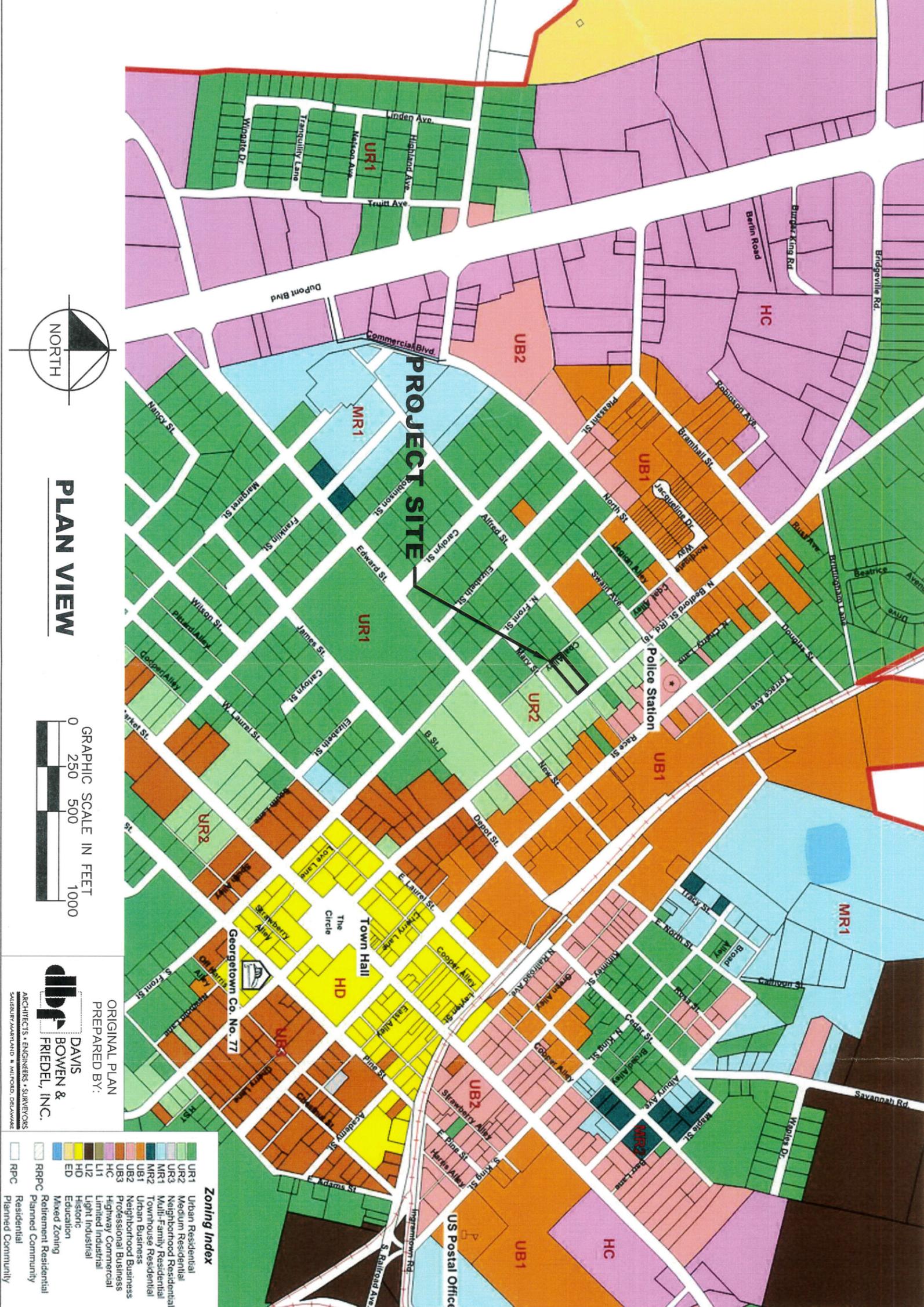
A handwritten signature in blue ink, appearing to read 'MFD', with a long horizontal flourish extending to the right.

MARK F. DUNKLE

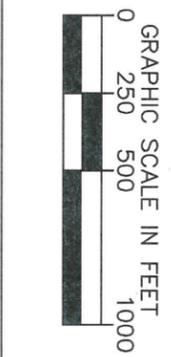
MFD
Encl.
cc: Theodore and Suzanne Murphy (via email)

**TOWN OF GEORGETOWN COMPREHENSIVE PLAN
CURRENT AND FUTURE ZONING MAPS**

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



PLAN VIEW



ORIGINAL PLAN
PREPARED BY:
DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS • ENGINEERS • SURVEYORS
SUSSEX/AVANTURD • WILMINGTON, DELAWARE

313 N BEDFORD ST
PREPARED FOR
MURPHY LAW FIRM, PC
GEORGETOWN DELAWARE

NEIGHBORING ZONING EXHIBIT

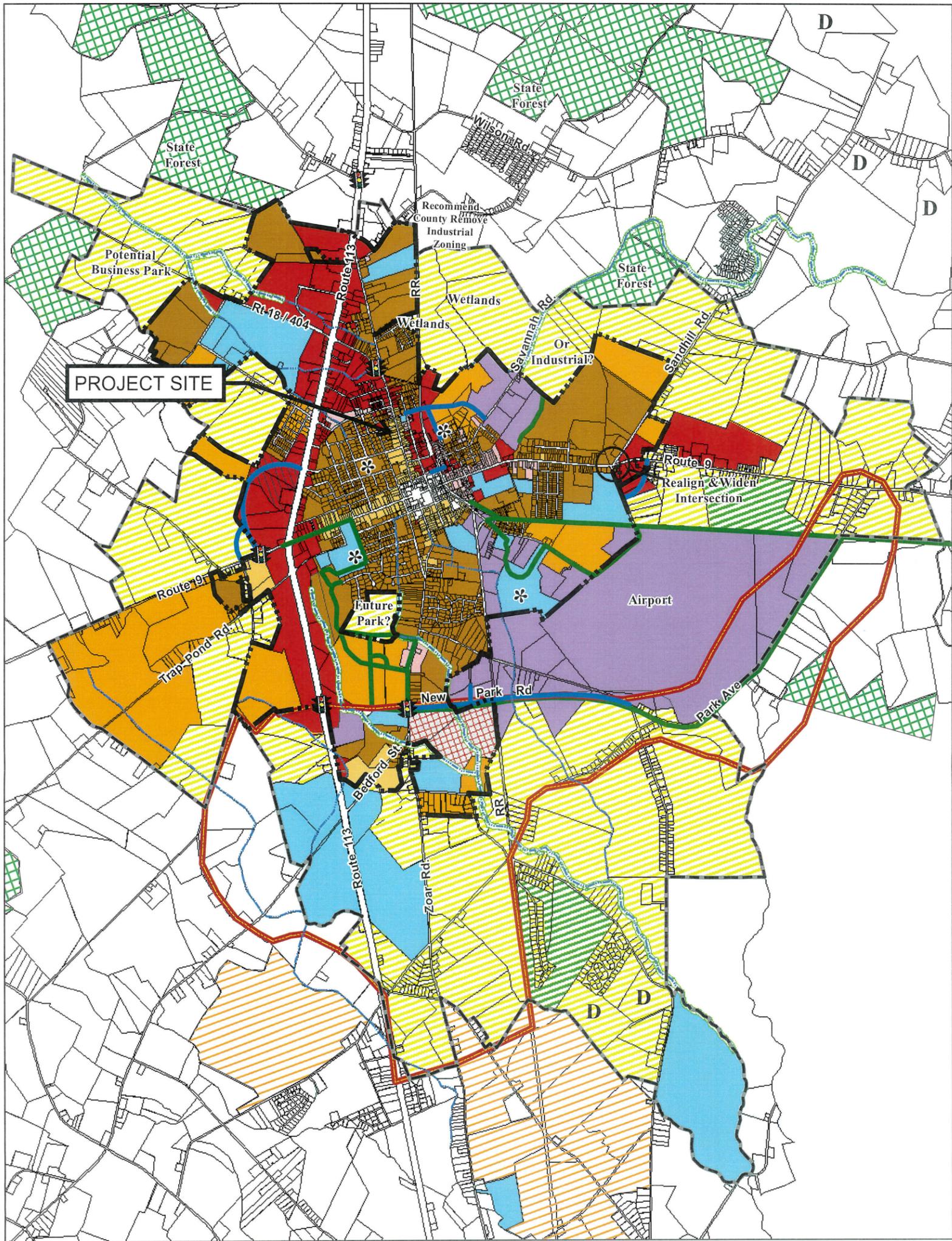
KHA PROJECT 114024000
DATE 12/11/2017
SCALE 1" = 500'
DESIGNED BY SAM
DRAWN BY SAM
CHECKED BY SAM

EXHIBIT

Kimley-Horn

© 2010 KIMLEY-HORN AND ASSOCIATES, INC.
1215 E FORT AVE, SUITE 304, BALTIMORE, MD 21230
PHONE: 443-743-3470
WWW.KIMLEY-HORN.COM

| No. | REVISIONS | DATE | BY |
|-----|-----------|------|----|
| | | | |
| | | | |
| | | | |
| | | | |



As Adopted by Town Council on January 13, 2010.

Town of Georgetown Comprehensive Plan

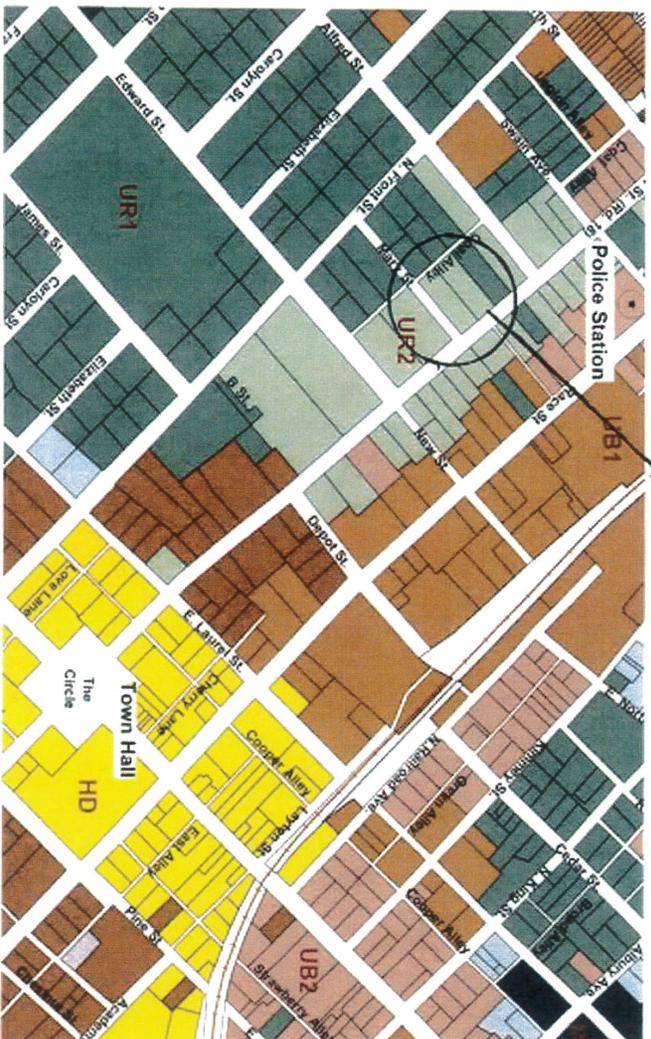
- Education and Community Facilities
- Existing Golf Courses & Private Recreation Site
- Commercial
- Commercial / Medium - High Density Residential
- Limited Commercial/Airport Approach
- Downtown Revitalization-Historic Preservation Emphasis
- Light Industrial & Airport
- Neighborhood Business
- Future Low Density Residential (Promote Cluster Option; More Intensive Zoning May be Considered in Future Depending upon Road and Sewage Improvements and Possible Use of Transfer of Development Rights)
- Medium Density Residential / Office
- Medium Density Residential
- Medium High Density Residential (with some Neighborhood business allowed)
- Area of Proposed Cooperative Sub-Regional Planning

- D** Major Proposed Developments in Annexation Area
- Future Traffic Signals
- State-Designated Agricultural District (Temporary limits on number of new homes eligible for Permanent Preservation)
- Permanently Preserved Lands (Includes State Forests and Land Preserved by Easements)
- Potential New 2 Lane Roads
- Proposed Trails
- 2007 Town Boundaries
- Future Potential Annexation Boundary
- Ditches (approximate locations)
- Conservation Buffer Along Waterways
- * Permanently Preserved Lands under Delaware Land-Water Conservation Trust Fund.



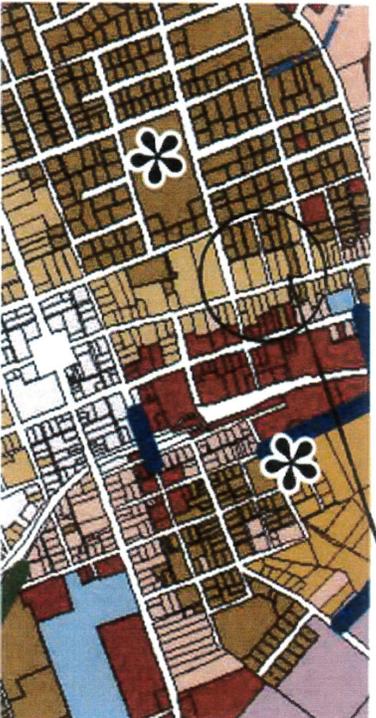
313 N. Bedford St.

CURRENT GEORGETOWN ZONING MAP 2017



Comprehensive Plan Future Georgetown Zoning Use Map

313 N. Bedford St.



-  Medium Density Residential / Office
 -  Medium Density Residential
 -  Medium High Density Residential (with some Neighborhood Business allowed)
- As Adopted by Town Council on January 13, 2010:
Revision Adopted November 13, 2013.
Town of Georgetown Comprehensive Plan

SURVEY EXCERPTS 2016/2017 COMPREHENSIVE PLAN UPDATE



Town of Georgetown Comprehensive Plan

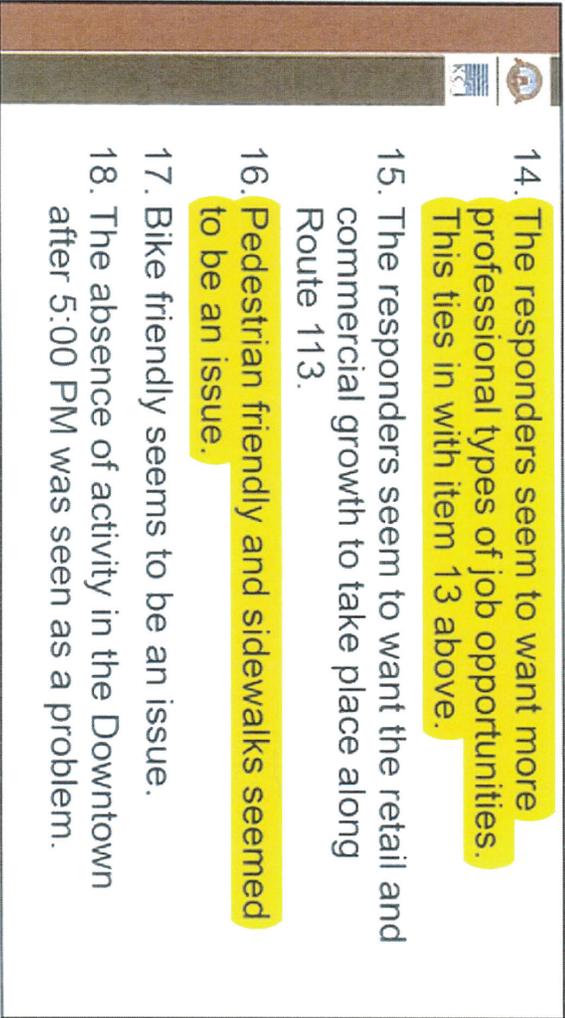
Planning Commission Workshop
Key Issues
January 31, 2017

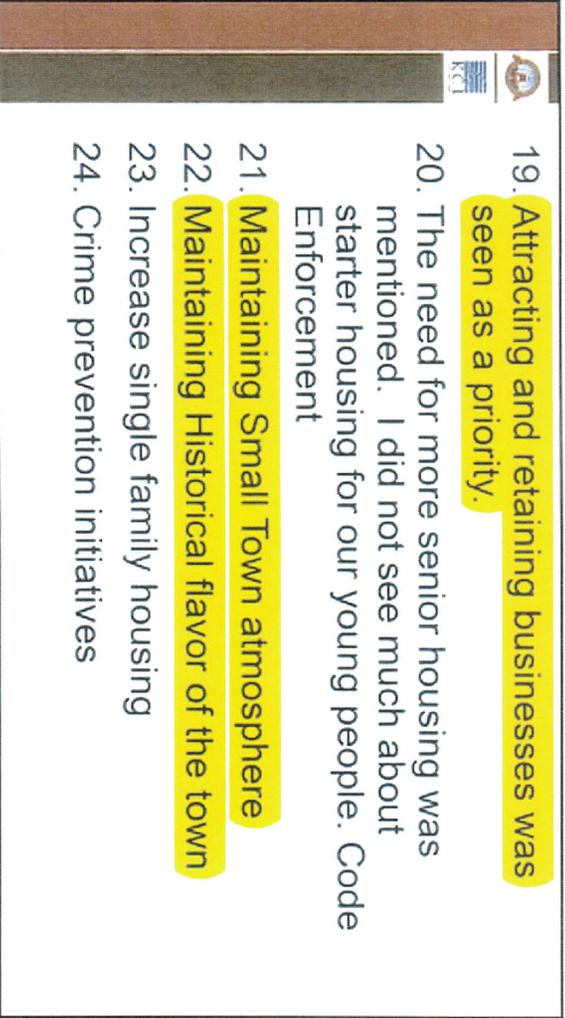


1. The appearance of The Circle and the surrounding buildings was mentioned frequently and seems to be important to the Community.
2. The number of educational facilities was mentioned and seems to be important.
3. The historic character of the Town seems to be important.
4. The responders seem to want more retail options.
5. The responders seem to want single family homes and do not want apartment complexes.

- 
- 
6. The responders seem to feel that a parking problem exists within the Town.
 7. The responders seem to feel that traffic is an issue.
 8. Many of the responders mentioned that the Town's Government and Staff were strengths.
 9. A lack of recreational activities, primarily for the young was mentioned as an issue.
 10. The run down condition of some of the buildings was cited as a concern.

- 
- 
11. Lack of code enforcement was mentioned as a concern.
 12. Looking at age of the responders it appears that the youth of the Community are not very involved or interested.
 13. Looking at the race and income level of the responders it appears that the survey only a small segment of the Community participated. This lack of involvement shows in the overall participation of the Town's events and government.

- 
- A screenshot of a survey response from a mobile device. The top of the screen shows a header with a logo on the left and a date '4/26/2017' on the right. Below the header is a list of survey items. Item 14 is highlighted in yellow. Item 15 is partially highlighted. Item 16 is highlighted in yellow. Item 17 is partially highlighted. Item 18 is partially highlighted.
14. The responders seem to want more professional types of job opportunities. This ties in with item 13 above.
 15. The responders seem to want the retail and commercial growth to take place along Route 113.
 16. Pedestrian friendly and sidewalks seemed to be an issue.
 17. Bike friendly seems to be an issue.
 18. The absence of activity in the Downtown after 5:00 PM was seen as a problem.

- 
- A screenshot of a survey response from a mobile device. The top of the screen shows a header with a logo on the left and a date '4/26/2017' on the right. Below the header is a list of survey items. Item 19 is highlighted in yellow. Item 20 is partially highlighted. Item 21 is highlighted in yellow. Item 22 is highlighted in yellow. Item 23 is partially highlighted. Item 24 is partially highlighted.
19. Attracting and retaining businesses was seen as a priority.
 20. The need for more senior housing was mentioned. I did not see much about starter housing for our young people. Code Enforcement
 21. Maintaining Small Town atmosphere
 22. Maintaining Historical Flavor of the town
 23. Increase single family housing
 24. Crime prevention initiatives

- 25. Improve walking/biking opportunities within the town
- 26. Keeping downtown an example of small town USA while promoting larger commercial on 113
- 27. Address transitional housing expansion – this is mentioned many, many times
- 28. Recreation inside and out, kids and adults (Brick Hotel/firehouse tour Example)
- 29. Keeping small town appeal

- 30. Need more stores and restaurants
- 31. Parts of the town look run down
- 32. The Hispanic effect
- 33. Many comments on how bad the town looks
- 34. Need to attract more business, but other forces are keeping business out (i.e. lack of code enforcement, Town's physical appearance other than The Circle)



35. Shuckers, 16 Mile, and The Brick are bringing in folks from other towns, but they look at the shape the town's in with a non-objective eye

36. Apathy of residents

37. Negativity/hostility toward the Hispanic community

38. Too many buildings in a state of serious disrepair

39. Rental properties are deplorable. Need aggressive rental ordinances and inspections



40. Lack of shopping and dining options

41. Need stricter code enforcement

42. Too many half way houses, sober houses and other special needs housing

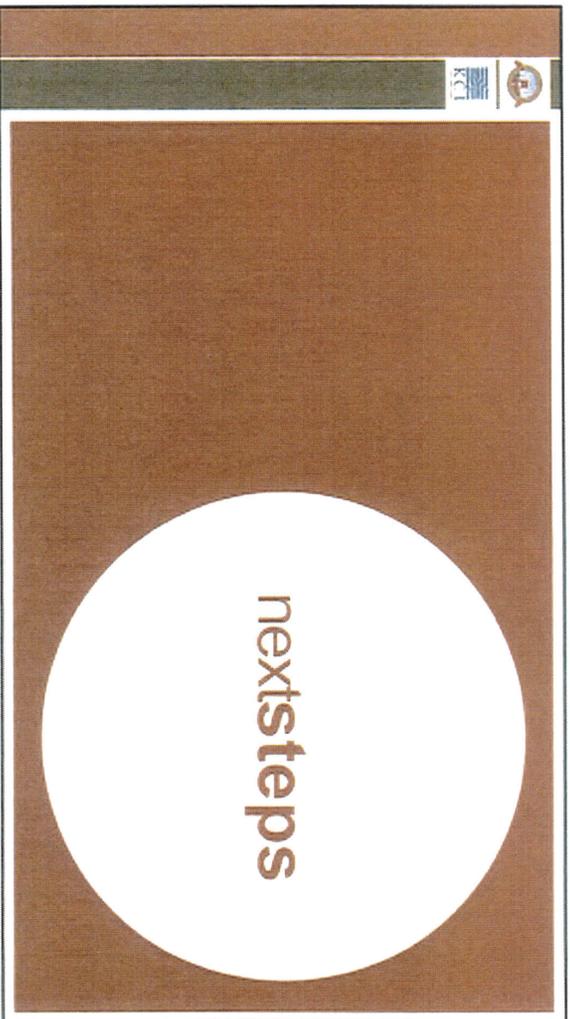
43. Need to implement recommendations in the Housing task force report including occupancy standards, registration and distance requirements

44. Vacate out of court settlement that has tied the hands of the town with regard to inspections of rental properties

- 
- 
- 45. Market Street is unappealing, dirty, and buildings need paint and repair. Appearance works against town redevelopment efforts
 - 46. Panhandling, prostitution and drugs. Homeless living in wooded areas
 - 47. Poor management of low income housing e.g., Dunbarton. Police intervention is constantly needed
 - 48. Realtors steer potential buyers away from Georgetown

- 
- 
- 49. Reinstate residency requirement for key staff e.g., Town Manager
 - 50. Point to The Circle as a focal point
 - 51. Friendliness of the Town government
 - 52. Lack of understanding and knowledge about Hispanic population. Involve La Esperanza.
 - 53. How to provide news and information to residents
 - 54. More recreation centers

- 55. Pedestrian and bike paths
- 56. Like small town environment
- 57. Safety and security
- 58. Shopping
- 59. Historical significance continuance





Thank you!



Project Contact Info:

Lauren Good
KCI Project Lead
302.318.1134
lauren.good@kci.com

Jocelyn Godwin
Georgetown Planning Administrator
302.856.7391
jgodwin@georgetowndel.com

**EXECUTIVE SUMMARY OF ZONING AMENDMENT REQUEST
UR2 TO UB3**

EXECUTIVE SUMMARY OF LEGAL BASIS FOR ZONING AMENDMENT TO UB3

Applicant respectfully requests an amendment of the zoning map of the Town of Georgetown, for the property known as 313 N. Bedford Street, from its current zoning classification of “UR2” to the zoning classification “UB3” to allow for a professional office at that property and continued residential use. In support of this request, the Applicant shows the following:

1. The Current Certified Comprehensive Plan for the Town of Georgetown confirms that the appropriate zoning use for the subject property is “Medium Density Residential/Office” [see Map on Exhibit A attached]. The proposed UB3 zoning meets this requirement by permitting both residential and professional office use under the Code of the Town of Georgetown under
§ 230-91 UB3 **Permitted Uses:**
Buildings may be erected, altered or used and land may be used for any of the following purposes and no other:

- A. Any use permitted in a UR1 Urban Residential District or UR2 Medium Residential District or UR3 Neighborhood Residential District.
- B. Professional uses as defined in Article III, Definitions:

PROFESSIONAL USE

Offices for the use of physicians, optometrists, dentists, attorneys, architects, surveyors, engineers, insurance agents, accountants, stockbrokers, commodity brokers, real estate brokers and employment agencies, together with the right of the person practicing the professional use to have one dwelling unit in the same building as the professional use to be occupied by the person practicing the professional use or a tenant of such person.

2. **The requested zoning amendment complies with the standards of 22 Del. Code § 303 for Municipal Zoning Regulations:**

The regulations shall be made in accordance with a comprehensive plan and designed to lessen congestion in the streets, to secure safety from fire, panic and other dangers, to promote health and the general welfare, to provide adequate light and air, to prevent the overcrowding of land, to avoid undue concentration of population, to facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements. Such regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the municipality.

TOWN OF GEORGETOWN - PLANNING COMMISSION

Draft Meeting Minutes January 17, 2018

ATTENDANCE

Commissioners

Gary Tonge
Linda Dennis - absent
Penuel Barrett - absent
Michael Barlow
Gordon Mariner

Staff

Jocelyn Godwin, Planning
Jamie Craddock, Planning

1. **CALL MEETING TO ORDER**

Chairman Tonge called the meeting to order in the Town Hall at 6:00 p.m.

2. **APPROVAL OF DECEMBER 20, 2017 MEETING MINUTES**

Commissioner Barlow moved, seconded by Commissioner Mariner, to approve the December 20, 2017 regular meeting minutes as presented. **APPROVED**
(UNANIMOUS)

3. **PUBLIC HEARING: Rezone Application**
CASE #2017-22

An application by Kimley-Horn and Associates, Inc., on behalf of Theodore and Suzanne Murphy, for an official zoning map amendment from Urban Residential (UR1) to Professional Business District (UB3). The property is located at 313 North Bedford Street, Georgetown, DE identified as Sussex County Tax Map ID 135-14.20-79.00.

Commission Chairman Tonge noted for the record that the existing zoning of the property is UR2, not UR1 as provided on the application.

The rezone application was presented by Vince Robertson, of Parkowski, Guerke & Swayze. The zoning requested is for the most restrictive commercial zoning of UB3, allowing professional offices. The exterior of the house will be kept residential. The request is supported by the Comprehensive Plan which indicates future land use of Medium Density Residential/Office. The law office will initially supply two jobs with future expansion to four.

The use will not adversely affect the neighboring properties with office use from 9 am until 5 pm and low traffic impact. The owner plans to keep as many trees as possible, put in a larger Koi pond and will demo the aging shed to allow access to the parking in the back.

Chairman Tonge asked for any public comment on the application. No one in attendance had comments either for or against the application.

Mrs. Godwin confirmed that no correspondence was received either for or against the application.

Once the zoning is determined, the site plan will be reviewed.

Commissioner Barlow moved, seconded by Commissioner Mariner, to recommend that Town Council APPROVE the petition as presented. APPROVED (UNANIMOUS)

5. Planning Department Report

The minutes for January 18, 2017 had a typo that has been corrected and noted as such.

6. ADJOURNMENT

Commissioner Barlow moved, seconded by Commissioner Mariner, to adjourn the meeting at 6:22 p.m. **APPROVED (UNANIMOUS)**

APPROVED: _____
Gary Tonge, Chairperson

ATTEST: _____
Jocelyn Godwin, Planning

TOWN OF GEORGETOWN

MAYOR
AND
COUNCIL



TOWN HALL
39 THE CIRCLE
GEORGETOWN, DE
19947

MEMORANDUM OF UNDERSTANDING BETWEEN SUSSEX SPORT CENTER FOUNDATION, INC. AND TOWN OF GEORGETOWN

In support of the Sussex Sport Center Foundation, Inc. ("FOUNDATION") and its efforts to establish a public sports facility, comprised of soccer fields and a cross-county track, within the corporate limits of the Town of Georgetown ("TOWN"), the TOWN agrees to assist the FOUNDATION in the following manner:

1. SOLID WASTE
 - a. TOWN shall provide for placement of a 6 CY dumpster sited as indicated on the Approved Site Plan and weekly emptying of same
2. LAWN MAINTENANCE
 - a. TOWN shall assume responsibility for grass cutting along the eastern property Right-of-Way boundary (Parallel to Sand Hill Road) and Murrays Lane Parking Area
3. SNOW REMOVAL
 - a. TOWN shall assume responsibility for snow plowing of the parking area (as deemed necessary and warranted by the Town)
4. UTILITIES – WATER
 - a. TOWN will allow FOUNDATION to install a private well for supply to restroom facilities. Installation, permitting, etc., shall be the responsibility of FOUNDATION
5. UTILITIES – SEWER
 - a. TOWN will provide labor, if requested, to assist with installation of necessary laterals from the restroom facility to the Sand Hill Road Regional Pump Station
 - b. TOWN shall assume responsibility for transportation of wastewater from the Sand Hill Road Regional Pump Station to TOWN collection, conveyance, and treatment system
6. IMPACT FEE REBATE
 - a. FOUNDATION will be charged the full amount for water and sewer impact fees. TOWN in return will make a contribution payable to FOUNDATION equal to the value of the water and sewer impact fees paid. This provision shall be valid for 18 months commencing with the date FOUNDATION commences operations (date of first facility use)

7. GRANT ELIGIBILITY

- a. FOUNDATION may apply annually for grant funding from the Town of Georgetown “Georgetown Recreation, Education, and Arts Trust” fund to help offset capital cost related to infrastructure available for public use

This Memorandum of Understanding shall remain in effect for a period of ten (10) years from the date of execution. Any amendments to this Memorandum shall be by mutual written agreement signed by both parties. Future Memoranda and/or Agreements may be negotiated and entered into, upon mutual agreement of the Parties, upon the expiration of this document.

Executed this ____ day of February 2018.

Town of Georgetown

Sussex Sport Center Foundation, Inc.

Town Council Agenda - February 14, 2018



RESOLUTION 2006-4

WHEREAS, the Town of Georgetown, as the governing body of Georgetown, recognizes the historical and cultural significance of the Georgetown Public Library; and,

WHEREAS, the Town of Georgetown supports the goals and importance of the Georgetown Public Library; and,

WHEREAS, planning efforts are underway for a new, 22,000 square foot library, which will provide the public with increased services and materials; and,

WHEREAS, the Town of Georgetown wishes to ensure the continued high quality of programs and activities that are now offered and enjoyed by the citizens and to help defray the expenses of these benefits;

NOW, THEREFORE, BE IT RESOLVED by the Town of Georgetown that they endorse and grant permission for the following activity:

BUILDING PERMITS: The Georgetown Public Library will be charged the full fee. The Town in return will make a contribution payable to the Library equal to the value of the building permit fee.

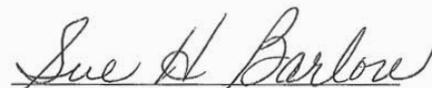
EDU CALCULATION: The Town of Georgetown will allow the Library to use flow data from neighboring communities to determine the initial EDU calculation. The flow will be monitored for eighteen (18) months to determine the average daily usage. After eighteen (18) months of full usage the flow will be evaluated to determine the actual EDU count and any payment adjustments will be made at that time.

EXPIRATION: This resolution will expire May 31, 2008 with the option of renewal at that time.

This Resolution shall take effect September 13, 2006.

ADOPTED by the Town Council of the Town of Georgetown, Delaware on the 13th day of September, A.D., 2006


Michael R Wyatt
Mayor


Sue H Barlow
Secretary of the Council



Department of Elections Sussex County Office
119 N. Race Street
Georgetown, DE. 19947
Phone: 302-856-5367
Fax: 302-856-5082

Kenneth L. McDowell
Director

Jean M. Turner
Deputy Director

**2018 Municipal Election Support Agreement
Between the
Department of Elections Sussex County Office
And the
Town of GEORGETOWN**

Governing Use of State of Delaware Election Management System (EMS)

1. Sussex County and Municipality shall confer and devise a mutually acceptable timeline for timely completion of tasks enumerated below. Timeline shall be subject to revision per mutual agreement, following conferral of parties.
2. Sussex County shall maintain EMS and provide access to information contained therein to Municipality for the purpose of Municipality's conduct of town/city election.
3. Municipality will refer anyone wishing to register directly to DOE Sussex Office on 119 North Street Georgetown DE.
4. Sussex County shall provide voter registration lists to Municipality for the purpose of applying Municipality district codes for use in town/city election. Municipality shall code lists and return coded list to Sussex County in a timely manner. Sussex County shall update municipal codes in EMS in a timely manner. Municipality shall verify accuracy of code updates applied by Sussex County and notify Sussex County of any needed corrections. Sussex County and Municipality will confer regarding the appropriate timeline for this process. **(See attached timeline)**
5. Sussex County shall provide to municipality updated, coded voter registration lists in a mutually agreeable format, following conferral.
6. Municipality shall provide Sussex County coding updates on a regular basis, generally quarterly. Sussex County shall process updates in a timely manner.

7. Sussex County shall provide Municipality with direct dial phone number for Election Day assistance. This number may be used during voting hours by Municipal Board of Elections members and Municipal Elections Officers for questions regarding voter eligibility.

9. Municipality agrees to use all information provided only for the purposes intended and to take all reasonable measures to safeguard the integrity of the data provided. Municipality shall shred registration lists and/or all materials containing personally identifiable voter information when no longer needed.

This 2018 municipal election support agreement and its conditions are hereby accepted by both parties, evidenced by signatures affixed below.

"This Agreement shall remain in effect until rescinded in writing by either party. Any amendments to this Agreement shall be by mutual written agreement signed by both parties."

| | |
|------------------------|-------------------|
| _____ | February 14, 2018 |
| AUTHORIZED SIGNATURE | DATE |
| _____ | |
| William E. West, Mayor | |
| NAME (please print) | |

Issued by the Department of Elections Sussex County Office on January 25, 2018.



Kenneth L. McDowell

Director



Jean M. Turner

Deputy Director

WWTF Lagoon Depths

