

**MAYOR AND COMMISSIONERS MEETING  
CITY OF REHOBOTH BEACH**

**August 19, 2011**

The Regular Meeting of the Mayor and Commissioners of the City of Rehoboth Beach, was called to order at 7:03 p.m. by Mayor Samuel R. Cooper on Friday, August 19, 2011 in the Commissioners Room in City Hall, 229 Rehoboth Avenue, Rehoboth Beach, DE.

City Solicitor Glenn Mandalas gave the invocation that was followed by the Pledge of Allegiance.

**ROLL CALL**

Present:     Commissioner   Bill Sargent  
              Commissioner   Pat Coluzzi  
              Mayor            Samuel R. Cooper  
              Commissioner   Stan Mills  
              Commissioner   Lorraine Zellers

Absent:     Commissioner   Kathy McGuiness  
              Commissioner   Dennis Barbour

Also in attendance were:     City Manager Gregory Ferrese  
                                  City Solicitor Glenn Mandalas

**APPROVAL OF AGENDA**

Commissioner Stan Mills made a motion, seconded by Commissioner Lorraine Zellers, to approve the Agenda as amended with the deletion of the May 9, 2011 Workshop Meeting and July 15, 2011 Regular Meeting Minutes and tabling of the Permit of Compliance Hearing for "The Café" to September 16, 2011. Motion carried unanimously.

**CORRESPONDENCE**

Letter dated July 8, 2011 received from Anthony and Carol Undorf, 232 State Road, suggested notification to property owners in regard to tax increases and other measures.

**APPROVAL OF MINUTES**

Minutes of the June 6, 2011 Workshop Meeting, June 17, 2011 Regular Meeting and the July 5, 2011 Workshop Meeting were distributed prior to the meeting. Minutes of the May 9, 2011 Workshop Meeting and July 15, 2011 Regular Meeting were not available for this meeting.

Commissioner Mills made a motion, seconded by Commissioner Zellers, to approve the June 6, 2011 Mayor and Commissioners Workshop Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Bill Sargent, to approve the June 17, 2011 Mayor and Commissioners Regular Meeting minutes as written. Motion carried unanimously.

Commissioner Mills made a motion, seconded by Commissioner Sargent, to approve the July 5, 2011 Mayor and Commissioner Workshop Meeting minutes as written. Motion carried unanimously.

**REPORT OF THE POLICE DEPARTMENT**

(See attached report.)

Police Chief Keith Banks presented the report of the Police Department for the month of July 2011. There were 103 criminal, 286 traffic and 99 civil charges made during the month. Thirty-seven traffic crashes were investigated. Over the next few weeks, there will be a reduction in the seasonal officers. After Labor Day, eight summer officers will be working on the Boardwalk on weekends until October 31, 2011. The Dispatch Center handled 855 police incidents, 412 ambulance incidents, 108 fire incidents, 371 traffic stops, assisted other agencies eight times during the month, and 9-1-1 calls totaling 887 were received. Thirty-eight alarm incidents were responded to.

**REPORT OF REHOBOTH BEACH VOLUNTEER FIRE COMPANY**

Mr. Walter Brittingham of the Rehoboth Beach Volunteer Fire Company thanked the Board of Commissioners for continual funding of the Dispatch Center because it is a backup for Sussex County and is a huge advantage for the Fire Company.

## **REPORT OF THE BUILDING AND LICENSING DEPARTMENT**

(See attached report.)

Chief Building Inspector Terri Sullivan presented the report of the Building & Licensing Department for July 2011. During the month, 75 permits were issued for a value of work totaling \$507,668.86. Fees collected totaled \$14,981.83 for the month. Forty-five permit processing fees were received in the amount of \$900.00. Two restaurant applications were received in July. Three stop work orders were issued for contractors working without permits. Four stop work orders were issued for contractors working without licenses. Two notices of violation were issued for signs on City property. Two notices of violation were issued for tall grass. Eight notices of violation were issued for sidewalks in disrepair. One notice of violation was issued for a dumpster on the road. Three notices of violation were issued for flags being too low. Six notices of violation were issued for obstructions on City sidewalks. Two notices of violation were issued for blinking signs. Ten notices of violation were issued for temporary banners. Thirteen notices of violation were issued for putting trash out too early. Two notices of violation were issued for music on patios. Three notices of violation were issued for freestanding signs. Two notices of violation were issued for selling by outcry. One notice of violation was issued for modification of a floor plan. Thirteen notices of violation were issued for noise. One notice of violation was issued for handbills in a public place. One civil citation was issued for accumulation of trash not in containers. The Board of Adjustment heard one case in July.

## **PERMIT OF COMPLIANCE HEARING**

Mayor Cooper opened the Permit of Compliance hearing requested by David H. Carpenter of Gobblers Rehoboth LLC, to operate an existing restaurant known as "Capriotti's Sandwich Shop", to serve food and beer pursuant to the City of Rehoboth Beach Municipal Code, Chapter 215 – Restaurants. The restaurant is located at 67 Rehoboth Avenue.

City Solicitor Glenn Mandalas noted the purpose of the hearing, and he read from Section 215-5 of the Code that in reaching their decision, the Commissioners shall consider the following factors including but not limited to:

1. Whether the Applicant has demonstrated that the establishment's primary purpose will be that of a restaurant or dinner theater as defined in this chapter.
2. Whether the establishment meets all the City's applicable zoning and licensing provisions.
3. Whether the establishment would be a detriment to the peace, order and quiet of the neighborhood and the City.
4. Whether the establishment will have an adverse impact on neighboring properties or on the City of Rehoboth Beach considering the impact on traffic, parking and noise.
5. Whether the Applicant has made any false representation or statements to the City's employees or the Commissioners in order to induce or prevent action by the City, not only in regard to the pertinent pending Application under this statute, but also with regard to the issuance of a building permit or business license for the subject establishment.

City Solicitor Mandalas identified the exhibits: 1. Notice of Public Hearing signed by the City Manager and posted by the City Secretary on July 27, 2011. Notice of today's Public Hearing was published in the Cape Gazette on August 2, 2011, Coast Press on August 3, 2011 and Delaware State News on August 4, 2011. 2. Building Inspector's Report dated July 19, 2011. 3. Application for a Restaurant Permit of Compliance, signed on June 28, 2011 and received July 5, 2011. 4. Menu received July 5, 2011. 5. Proposed Floor Plan Sheet A-3, dated January 12, 2009 and received July 6, 2011. 5. Proposed Floor Plan A-3, dated January 12, 2009 and received July 5, 2011. 6. Tax Record. 7. Depiction of the properties that were notified for this hearing.

Building Inspector Sullivan presented a complete report, and her findings were based on the application and her knowledge of the Code. (See attached report.) The Applicant has stated that the approximate percentage of revenue between the sale of alcohol and food is 30% alcohol and 70% food. The Application is for a 3,091 square foot restaurant. The bar area is 15 square feet with a ratio of bar to permanent seated dining of .03. In summary, this is an Application to add beer service to an existing restaurant. There is no proposed bar other than the draft beer dispenser, and all patrons will come to the counter to order their beer since there is

no wait staff to serve the tables. In addition to sandwiches and salads, the menu includes soups, fries, cole slaw and desserts.

Police Chief Banks said that he did not know of any rule in the State of Delaware which does not allow someone to carry to their own drink from the bar area to the table. City Solicitor Mandalas noted that there are standing consumption rules which would not allow someone to stand and consume alcohol in one area vs. another area, but traveling from one licensed location to another licensed location is generally allowed.

Commissioner Sargent's understanding was that a patron would have to consume the alcohol on the premises and would not be allowed to walk outside of the restaurant because that person would be in violation of the open container law.

Mr. David Morgan, co-owner of Capriotti's Sandwich Shop, said that the finalized menu was submitted to ABCC, and ABCC had said for the applicant to proceed with the menu because it fits the criteria for a restaurant along with 38 seats. In order to sell alcohol, the menu needed to be revised to show appetizers, salads, soups, desserts and entrees. This store would be the first of the 80 stores nationwide that would sell beer. Currently, the establishment has one point of sale terminal, and another terminal will be installed next to the current one. Only draft beer will be sold with no disposables or breakables. No wine will be sold. Allowing the sale of beer will enhance the business. From the revenue side, the establishment closes down the earliest among all the businesses in the City. Signage from ABCC would be put up on the inside of the window to notify patrons that beer would not be allowed outside of the premises and patrons must be of age to consume. Surveillance and constant monitoring would also be in effect. The four seats by the front window are where patrons can sit and eat, or sit and wait to be called when the food is ready.

City Solicitor Mandalas read the definition of restaurant where alcoholic liquor is sold from Section 215-1(B) of the City Code. Restaurant – where alcoholic liquor is sold or consumed on the premises, a totally enclosed, except where a special patio license has been granted, commercial establishment which is regularly used and kept open principally for the purpose of serving complete meals to persons for consideration and which has seating and tables for 35 or more persons and suitable kitchen facilities connected therewith for cooking an assortment of foods under the charge of a chef or cook. The service of only such food and victuals as sandwiches or salads shall not be deemed to be the service of meals. The bar area shall be no more than 25% of the square footage of the permanent seated dining area, but not to exceed a maximum of 1,000 square feet, except that any restaurant regardless of its permanent seated dining area may have a bar area of 350 square feet. The occupancy capacity must conform with the Fire Marshal's guidelines.

Commissioner Mills read Title IV Alcoholic Beverage Control Rule No. 19. The restaurant means any establishment which is regularly used and kept open principally for the purpose of serving completed meals to persons for consideration and which has seating at tables for 35 or more persons, and suitable kitchen facilities connected therewith for cooking an assortment of foods under the charge of a chef or cook. The service of only such food and victuals as sandwiches or salads shall not be deemed to be the service of meals.

There was no correspondence and no public comment.

Mayor Cooper closed the public portion of the hearing and called for discussion among the Commissioners.

Commissioner Mills noted that this establishment does not fit his vision of what a restaurant is. A restaurant is an establishment where he sits at a table and the wait staff serves him. Commissioner Mills was comfortable with everything else in the application except for whether this establishment fits the definition of a restaurant where alcohol is sold or consumed. The establishment fits these components of the definition: 1. The establishment is totally enclosed except where there is a patio. 2. It is regularly used and kept open principally for the purpose of serving complete meals. If the establishment is serving only sandwiches or salads, this does not fit the definition of complete meal. The expanded menu satisfied Commissioner Mills in that respect. 3. The establishment needs to have seating and tables for 35 or more persons. The application notes that there is seating for 38 patrons. 4. There are suitable kitchen facilities. 5. It fits the square footage requirement of the bar area. Commissioner Mills voiced concern that the establishment would be acting more like a taproom or a tavern if people would buy beer without buying food and would sit and converse at the four seats by the front window.

Mayor Cooper was not convinced that the menu meets the definition of what a restaurant is. Adding cole slaw and French fries does not to a sandwich does not make a complete meal. Under the direction of a

chef, would indicate that there is some preparation which is unique to each dinner and not a formula sort of thing. He voiced concern regarding how the sale of beer would be policed in regard to whether people are of age to drink. This establishment does not fit the definition of a restaurant as constituted in the City Code nor was it envisioned at the time the Code was passed.

Commissioner Coluzzi said that the menu is not much different from Arena's menu. The big difference is that there is no wait staff at this establishment which caused concern for her. Commissioner Coluzzi also voiced concern regarding how the sale of beer would be policed in regard to whether people are of age to drink. Commissioner Sargent agreed. There is no mechanism to make sure that people are of age to consume. This is not a restaurant given the way the City Code is written.

Commissioner Zellers voiced concern with whether there would be a wait staff, how the sale of beer would be policed in regard to whether people are of age to drink and how it would be ensured that beer would not be carried outside. Technically, the menu is a complete meal, but this establishment does not feel like a restaurant to Commissioner Zellers.

Commissioner Sargent made a motion, seconded by Commissioner Zellers, to deny the Certificate of Compliance to Gobblers Rehoboth LLC because it does not meet the definition contained in the Code.

Commissioner Coluzzi suggested that the Commissioners could table this application if Gobblers Rehoboth LLC is willing or thinks it a good idea to have wait staff. Commissioner Sargent said that if Gobblers Rehoboth LLC should decide to have wait staff, it could come back to the Commissioners at a future date. City Solicitor Mandalas noted that there is an opportunity to be reconsidered. There is a six month waiting period before the application can be heard again, provided that the Commissioners find that there is substantial change from what has been heard previously.

(Sargent – aye, because it does not meet the definition of a restaurant as contained in the City Code. Coluzzi – aye, for the reasons previously stated. Cooper – aye, because he did not believe the applicant is a restaurant as presented. Mills – aye. He agreed with the cautions and concerns as noted by Commissioner Sargent. Zellers – aye, because she did not feel it meets the Code's definition of a restaurant.) Motion carried unanimously.

#### **REPORT OF THE EVENING CODE ENFORCEMENT OFFICER**

Evening Code Enforcement Officer Bobby Edmonds reported that violations have been 55% less than in the first half of the summer. He found a concern with regard to the flags being low and signs at businesses. There are different areas in the City where flags and signs cannot be enforced because they are on private property, such as Penny Lane, etc. Mr. Edmonds distributed three photographs to the Commissioners with regard to garbage at Espuma. The owner of this restaurant has had four violations for trash being out early. Two warning letters have been sent from Mr. Edmonds. Greene Turtle has had three violations for temporary banners, and he has spoken with the manager in regard to this issue. There have been three restaurants with noise issues since July 15, 2011. Obies has had three recorded violations and has received two warning letters from Mr. Edmonds. Zoggs has had four recorded violations and has received two letters from Mr. Edmonds. The most recent violation was on August 15, 2011. Cloud Nine has had five violations. Mr. Edmonds has not been able to record a violation to date, and the doors were closed when he was seen. Noise is still an issue at this establishment.

Mayor Cooper noted that Mr. Edmonds works under the direction of the Police Chief, Building Official and City Manager. The Commissioners will be taking up some of these issues after the summer season is over.

Commissioner Sargent said that a number of the Commissioners have had the opportunity to walk with Mr. Edmonds at night. Commissioner Sargent was overwhelmed with how quiet the City has become in relation to last year. The establishments are following the rules better. Business owners have approached Commissioner Sargent to praise the way Mr. Edmonds has approached them regarding problems.

#### **REPORT OF THE PLANNING COMMISSION**

Chairman Preston Littleton presented the report of the Planning Commission. The Regular Meeting was held on August 12, 2011. A Public Hearing was conducted on an application requesting the partitioning of a property located at 36 Columbia Avenue. The Planning Commission voted to conditionally approve this application subject to the removal of the existing house and shed. Continuation of a Public Hearing was conducted on an application requesting the partitioning of a property located at 2 Oak Avenue. The Planning Commission voted to conditionally approve this application subject to the removal of the existing house. Continuation of a Public Hearing was conducted on an application requesting the partitioning of a property located at 2 St. Lawrence Street. The Planning

Commission is seeking further information from the City relative to the applicant's claimed ownership of 150 feet of land extending ocean-ward from the R-1 plotted lots and will continue the Public Hearing at its September 9, 2011 meeting with the intent of taking action on the application at this meeting.

## **OLD BUSINESS**

Mayor Cooper called to discuss implementation strategies for the City's 2010 Comprehensive Development Plan (CDP).

Commissioner Coluzzi suggested that this topic be discussed more in detail at the Regular Meeting to be held on September 16, 2011. A policy can be discussed at that time.

Mayor Cooper noted that City Manager Gregory Ferrese, in working on the Emergency Operations Plan, is trying to find someone who will provide the Commissioners with technical guidance to help them with their review of the Plan.

Commissioner Mills had reviewed the Executive Summary and the CDP itself, and came up with approximately 30 items to either be addressed or have been addressed. Of the 30 items, two-thirds are ongoing or have been completed. The Commissioners have been making progress on many of these items.

## **NEW BUSINESS**

Mayor Cooper called to consider authorizing the City Manager to develop a bid proposal to conduct a tree inventory for trees on private property similar to that which was done for public trees and seek grants and other funding sources for same.

Commissioner Sargent said that the State has asked the Commissioners to update the way they refer to the trees to be planted in the City. There has been a request for certain trees to be planted particularly in the Scarborough Avenue Extended area. He will try to provide the language at the next Workshop Meeting which will clarify the list of trees. Commissioner Sargent recommended that the list of trees should not be placed in the Code, but he thought that the Building & Licensing Department should have this information to help the public.

Commissioner Mills recommended that the tree list should be placed in the Code. His recollection was that two-thirds of the public trees have been inventoried. No trees on private lands have been inventoried. He suggested that the list could be expanded to include trees on private property and the balance of the trees on public property.

Mayor Cooper said that the section of the existing Code which would be changed is very specific about street trees. The proposed tree list seems to bring in all the trees which can be planted in the street. The existing list for street trees was for ones that do not uproot sidewalks, etc. There should be a separate list of trees which are appropriate as street trees.

Commissioner Zellers asked if the Commissioners could ask Mr. Bryan Hall to specify certain trees as street trees. Commissioner Sargent said the problem with the street trees is that there are narrow areas between the curb and sidewalk, wide planting areas, etc. There is good guidance in the two documents, and the Commissioners should follow that.

Commissioner Coluzzi offered that the Code should be amended to address street trees and with Mr. Hall's help, to select the trees to be planted as street trees. Commissioners Sargent and Zellers agreed.

Commissioner Sargent said that of the 120 trees which have been planted, it is questionable with approximately six of those trees if they will survive. Mr. Hall has noted that several trees will need to be replaced this Fall 2011, and some trees may need to be replaced next Spring 2012. This fall the State will basically be working on Central Park which is overgrown with ivy on the trees, etc. and Deer Park, and the funds have been identified. The ivy will be taken off all the trees, and the thick undergrowth will be removed.

Commissioner Sargent made a motion, seconded by Commissioner Mills, to authorize the City Manager and direct him to work with the State to prepare a bid proposal to inventory the remaining trees that have not been inventoried within the City. (Sargent – aye, Coluzzi – aye, Cooper – aye, Mills – aye, Zellers – aye.) Motion carried unanimously.

Mayor Cooper called to consider accepting the recommendation of the City's Engineer Allen & Shaffiff to reject the single bid that was received for the Energy Grant Project at 229 Rehoboth Avenue, 11 Christian Street and 1 Lincoln Street which bid was received and opened on July 19, 2011.

Mr. Ferrese said that the City has received an Energy Grant. Included in that grant is partial funding for a new roof for the Convention Center and funding for lighting and energy efficient improvements in the Municipal Building, Police Department, Public Works Building and the Senior Citizen Center. One bid was received in the amount of \$160,230.00. This bid was well over the budgeted amount of \$81,790.00. It is recommended by the City's Engineer from Allen & Shariff that because the City only received one bid which came in extremely high to reject the bid and re-advertise. Mr. Ferrese is in the process of re-advertising for this project. Sealed bids will be opened on September 1, 2011.

Commissioner Sargent made a motion, seconded by Commissioner Zellers, to accept the recommendation of the City's Engineer from Allen & Shariff to reject the one bid for the Energy Grant Projects at 229 Rehoboth Avenue, 11 Christian Street and 1 Lincoln Street. (Sargent – aye, Coluzzi – aye, Cooper – aye, Mills – aye, Zellers – aye.) Motion carried unanimously.

Mayor Cooper called to consider the award of contract for the Standby Generator Project for which bids were received and opened on August 11, 2011.

Mr. Ferrese said that the City advertised this project, and the sealed bids were opened on August 11, 2011. Eleven bids were received for this project. The low bid was received from Nickle Electrical in the amount of \$116,600.00. It is recommended by the City's Engineer from Allen & Shariff that the low bid be accepted. This project involves three new generators and three above-ground storage tanks at Lake Gerar Pumping Station, Newbold Square Pumping Station and North Shores Pumping Station. It is mandatory that this project is done because the underground storage tanks failed the State test. Monies are available to fund for this project. The City budgeted \$70,000.00, but this amount did not include three new generators. The City will not be purchasing a new pickup truck for the Public Works Department which is a savings in the amount of \$25,000.00, the decking around the Delaware Avenue restrooms came in under budget by \$25,000.00 and the Baltimore Avenue restrooms by \$30,000.00. It is recommended to transfer those three accounts into the underground storage tank/generator account. The City would have \$150,000.00 for this project which would include engineering and inspection. It is recommended that the bid be awarded to Nickle Electrical in the amount of \$116,600.00.

Commissioner Mills made a motion, seconded by Commissioner Sargent, to award the bid for the generator and storage tank replacements to Nickle Electrical in the amount of \$116,600.00. (Sargent – aye, Coluzzi – aye, Cooper – aye, Mills – aye, Zellers – aye.) Motion carried unanimously.

Mayor Cooper called to consider the award of bid for Pedestrian/Bicycle Master Plan study.

Commissioner Coluzzi said that a Request For Proposal (RFP) was put out, and there were five bidders. An evaluation team looked at and ranked all the proposals, and it recommended that the bid from Delaware Greenways be awarded in the amount of \$74,900.00. The low bid from Pennoni Associates in the amount of \$74,850.00 was not accepted because Delaware Greenways' proposal was superior.

Commissioner Coluzzi made a motion, seconded by Commissioner Sargent, to authorize the City Manager to enter into contract with Delaware Greenways for the Pedestrian and Bicycle Master Plan in the amount of \$74,900.00.

Commissioner Coluzzi acknowledged that this is a fixed fee bid and is paid for 100% by a grant with no cost to the City. Grant monies were available in the amount of \$85,000.00 for this project. The timeframe for this plan is approximately 11 months or less. The plan will encompass pedestrian counting activity. Some information from 2010 has been provided from DelDOT, and additional counting methods are in the proposal. Two representatives from Delaware Greenways were in attendance at the meeting.

Commissioner Mills was interested in getting more cars off of the streets, pedestrians walking in certain areas and having certain bicycle routes. He was curious as to what Delaware Greenways will present and if it can actually be realized whether that would mean drastic changes to making streets one-way to accommodate them, etc. Commissioner Sargent agreed. He was not as happy that this would be something the Commissioners would choose to do, but hopefully the best will be made of it. With how tangled the City's infrastructure is, it will be hard to see how Delaware Greenways will come up with something that will relieve traffic, etc.

(Sargent – aye, Coluzzi – aye, Cooper – aye, Mills – aye, Zellers – aye.) Motion carried unanimously.

## **CITY MANAGER'S REPORT**

(See attached report.)

City Manager Gregory Ferrese reported that the City is re-advertising the Energy Grant Project pertaining to the following: A. Lighting upgrades to the Municipal Building and Police Station. B. Lighting upgrades/Heat Pump replacement/Water Heater replacement to the Senior Citizen Center. C. Lighting upgrades and Water Heater replacement to the Public Works Department. Sealed bids will be opened on September 1, 2011. The monies in the amount of \$500,000.00 under this Energy Grant, has to be spent by June 2012. The City is advertising for sealed bids to remove and prune trees in regard to a Forestry Grant in the amount of \$10,000.00. Sealed bids will be opened on September 7, 2011. The Convention Center Roof Project which is partially funded by a State Energy Grant, will begin on September 26, 2011. The ADA Ramping Project in the amount of \$140,000.00 is expected to begin in late fall. Monies in the amount of \$50,000.00 have been received from Representative Pete Schwartzkopf, the City budgeted monies in the amount of \$60,000.00, there are monies in the amount of approximately \$22,000.00 from restricted funds from the Municipal Street Aid Account and monies in the amount of \$27,000.00 are remaining from the Stormceptor Account. The bid for the Stormceptor Project came in under budget, and the Project was completely paid for by the State so a request was made to transfer the remainder of the monies to the ADA Ramping Project. ADA ramps will be installed on Baltimore Avenue, Laurel Street and south on King Charles Avenue. The City is gearing up for the Labor Day Weekend. Three performances will be held at the Bandstand: 1. The Diamonds on September 2, 2011. 2. Mario Rocco on September 3, 2011. 3. Delaware State Marching Band on September 4, 2011. Mayor Cooper, Commission Coluzzi and Mr. Ferrese met with the State and 3M Company in regard to marking the concrete borders at the crosswalks on Rehoboth Avenue of which there are approximately 23 crosswalks. The borders will be marked with 3M material. Mr. Ferrese has not received approval to date to piggyback with the State. The City has monies in the amount of \$25,000.00 allocated in the budget for crosswalks. Approximately \$800.00 has been spent of those monies to date. This project will begin after Labor Day. Parking meter revenue was budgeted in the amount of \$2,500,000.00; and as of August 16, 2011, the actual parking meter revenue is in the amount of \$2,000,000.00. Transfer tax was budgeted in the amount of \$950,000.00; and from April through July 2011, the actual transfer tax is approximately \$150,000.00. Overtime is being monitored, employees are given two days off during the week so they can work weekends, part-time staff has been cut back quicker, and the same City services are being provided. Raises have been monitored with a 2% average, and the fringe benefits are also being monitored. All other revenues are coming in as budgeted. There are areas on the capital improvement side where the budgets could be held. Street lights will be installed on Scarborough Avenue in September 2011. There were no Street Aid expenditures for approval.

#### **COMMITTEE REPORT**

There was nothing to report.

#### **CITY SOLICITOR'S REPORT**

There was nothing to report.

#### **COMMISSIONER ANNOUNCEMENTS/COMMENTS**

Commissioner Coluzzi announced that in regard to Sister Cities, eight students are here from Greve in Chianti, Italy. They are working at the Farmers' Market and are taking English classes at Wilmington College.

#### **Discuss items to include on future agendas.**

There were none.

#### **CITIZEN COMMENT**

There was none.

The Workshop Meeting was cancelled for September 5, 2011 at 9:00 a.m.

There being no further business, Mayor Cooper declared the meeting adjourned at 8:37 p.m.

**Respectfully submitted,**

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**(Ann M. Womack, Assistant Secretary)**