



Town of Bethany Beach

FY 2021 Budget

For Approval at the October 16, 2020 Town Council Meeting

This budget is as it was originally presented for vote at the Town Council Meeting on March 20, 2020. Approval was delayed due to the COVID-19 pandemic.

**Town of Bethany Beach
FY 2021 Budget
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Town of Bethany Beach FY 2021 Budget Overview

Budgetary Process

The budget is prepared by the Town Manager in conjunction with the Finance Director and Department Managers. Department requests are discussed with an emphasis on minimizing waste while ensuring that employees have the tools needed to meet operational needs. The town-wide budget is compiled into a draft budget and submitted to the Budget and Finance Committee for review.

The purpose of the Budget and Finance Committee is to provide assistance and guidance to the Town Manager and staff leading to the development, drafting and review of the Town's annual budget, both short-term and long-term. The committee reviews the proposed budget and schedule of fees, conducts mid-year reviews comparing the budget to actual results and makes recommendations regarding budget adjustments. The Town's Fund Balance Policy gives direction to the Budget Committee regarding the appropriate level of Operating, Capital Replacement and specific reserves in each fund. The Budget Committee holds meetings, which are open to the public, generally in the months of January, February, March, July and October to accomplish these tasks.

The budget is presented to the Town Council in March. The Town Council reviews the budget and holds a public hearing to allow the public to provide input. The Council then votes to approve the budget or request specific changes. This vote usually occurs at the March Town Council meeting. Fiscal year 2021 runs from April 1, 2020 to March 31, 2021.

Budget Segments

The General Fund is the largest segment of the Town's budget and encompasses all Town services except for the Sanitation and Water Departments. The three main funding sources are property taxes, rental taxes and parking. The largest portion of funds goes to Public Safety which includes the Police Department and Beach Patrol (lifeguards). The second largest portion of funds goes to Public Works that includes Streets & Parks, Stormwater and maintenance of the Beach, Boardwalk and Comfort Station.

The Sanitation Department is a stand-alone Enterprise Fund. This means that it is a self-supporting department so that sanitation fees are used only for sanitation related expenses. The Sanitation Department's main operational costs are for personnel and for disposal fees charged by the Delaware Solid Waste Authority. Reserves are maintained for the replacement of trash trucks.

The Water Department is also a stand-alone Enterprise Fund. The operational and capital needs of the town water system are funded entirely through water specific revenue. Water services are priced with a goal of fully funding the current and future water service needs of the town. The Water Department's main operational cost is personnel followed by the chemicals needed to treat the water and then the electricity needed to run the equipment.

The Water Department Debt Service Fund is funded through a Sinking Fund Fee. This fee is charged to all properties based on front footage. Monies raised from this fee are restricted to use for repayment of the principal and interest of Water Department debt.

**Town of Bethany Beach
FY 2021 Budget**

General Fund

Projected cash, receivables & investments at start of FY 2021	7,065,000
FY 2021 Revenue Budget	7,945,000
Total Available Funding	15,010,000
FY 2021 Operating Budget	6,825,000
FY 2021 Capital Budget	937,000
Capital projects remaining & budgeted in prior fiscal years	875,000
Committed for post-employment health care benefit	52,000
Committed for Cultural and Historic Committee	36,000
Committed for Storm Emergency Relief Fund	2,050,000
Committed for Capital Replacements - recommended range \$3,431,000 to \$6,527,000	3,211,000
Operating Reserve - recommended range of 15% to 30% of the Operating Budget	1,024,000
Total Allocation of Projected Funds	15,010,000

Sanitation Department

Projected cash, receivables & investments at start of FY 2021	1,300,000
FY 2021 Revenue Budget	980,000
Total Available Funding	2,280,000
FY 2021 Operating Budget	928,000
FY 2021 Capital Budget	225,000
Capital projects remaining & budgeted in prior fiscal years	200,000
Committed for Capital Replacements - recommended range \$578,000 to \$1,157,000	788,000
Operating Reserve - recommended range of 15% to 30% of the Operating Budget	139,000
Total Allocation of Projected Funds	2,280,000

Water Department Operating & Capital

Projected cash, receivables & investments at start of FY 2021	2,785,000
FY 2021 Operating Revenue Budget	1,415,000
FY 2021 Impact Fee Revenue Budget	75,000
Total Available Funding	4,275,000
FY 2021 Operating Budget	1,286,000
FY 2021 Capital Budget	100,000
Capital projects remaining & budgeted in prior fiscal years	114,000
Committed for post-employment health care benefit	265,000
Committed for replacement of filter media	350,000
Committed for Capital Replacements - recommended range \$942,000 to \$2,271,000	1,967,000
Operating Reserve - recommended range of 15% to 30% of the Operating Budget	193,000
Total Allocation of Projected Funds	4,275,000

Water Department Debt Service

Projected cash, receivables & investments at start of FY 2021	19,000
FY 2021 Sinking Fund Revenue Budget	246,000
Total Available Funding	265,000
FY 2021 Debt Service Budget	246,000
Funds reserved for future Debt Service payments	19,000
Total Allocation of Projected Funds	265,000

**Town of Bethany Beach
FY 2021 Revenue Budget**

General Fund	FY 2017 Actual Revenue	FY 2018 Actual Revenue	FY 2019 Actual Revenue	FY 2020 Approved Budget	FY 2020 Revenue thru 2/28	FY 2021 Proposed Budget
Property Taxes:						
Property Taxes	1,890,542	1,894,869	1,909,764	1,970,000	1,978,757	2,000,000
Penalties	6,996	6,255	3,944	5,000	4,227	5,000
	<u>1,897,538</u>	<u>1,901,125</u>	<u>1,913,708</u>	<u>1,975,000</u>	<u>1,982,984</u>	<u>2,005,000</u>
Real Estate Transfer Taxes	1,143,222	1,141,827	869,252	650,000	1,160,515	650,000
Rental Real Estate Taxes	1,348,255	1,612,598	1,625,632	1,600,000	1,702,048	1,700,000
Licenses, Permits & Fees:						
Concession Fees	75,651	73,008	75,928	79,000	78,965	80,000
Business Licenses	126,665	114,920	128,455	170,000	172,515	165,000
Commercial Rental Licenses	6,000	5,700	5,550	11,000	11,300	11,000
Residential Rental Licenses	37,492	36,558	38,150	78,000	70,600	70,000
Franchise Fees	99,260	100,429	108,184	110,000	111,597	115,000
Building Permits	450,446	618,941	481,841	300,000	498,867	300,000
Shuttle Permits	45,600	45,700	52,700	61,000	66,260	68,000
Trolley Fees	10,151	10,720	10,780	11,000	11,729	11,000
Trolley Advertising	1,500	1,500	1,500	2,000	1,500	2,000
Variance/Public Hearing Fees	4,675	2,350	3,325	1,000	1,050	1,000
	<u>857,441</u>	<u>1,009,827</u>	<u>906,414</u>	<u>823,000</u>	<u>1,024,384</u>	<u>823,000</u>
Parking:						
Parking Permits - Annual	111,845	110,580	110,079	110,000	116,310	110,000
Parking Permits - Daily/Weekly	26,456	25,478	26,542	26,000	26,770	26,000
Parking Pay Stations & Meters	1,621,031	1,617,240	1,646,531	1,620,000	1,738,538	2,000,000
Parking Fines	237,436	263,677	298,146	260,000	336,231	380,000
	<u>1,996,769</u>	<u>2,016,975</u>	<u>2,081,298</u>	<u>2,016,000</u>	<u>2,217,849</u>	<u>2,516,000</u>
Police:						
Police Department Misc. Revenue	15,357	15,643	19,231	15,000	20,606	15,000
Traffic Fines - Alderman Court	73,633	47,195	10,498	10,000	2,910	10,000
Traffic Fines - State Court	7,688	19,394	35,934	40,000	28,903	40,000
	<u>96,678</u>	<u>82,232</u>	<u>65,662</u>	<u>65,000</u>	<u>52,419</u>	<u>65,000</u>
Contributions & Miscellaneous:						
Grass Fees	2,060	700	600	1,000	800	1,000
Junior Lifeguard Program Revenue	11,175	10,950	11,400	12,000	11,635	12,000
Contributions Private Source	10,602	1,000	3,253	3,000	2,750	3,000
Contributions for Cultural & Historic Affairs	18,680	18,410	17,420	18,000	21,380	18,000
Contributions for Fourth of July Parade	6,190	8,157	11,695	11,000	12,839	11,000
Miscellaneous Revenues	1,124	1,372	1,573	1,000	2,105	1,000
Returned Check Fees	-	70	105	-	35	-
Proceeds from Sale of Fixed Assets	3,315	5,399	9,969	-	28,100	-
	<u>53,145</u>	<u>46,058</u>	<u>56,015</u>	<u>46,000</u>	<u>79,644</u>	<u>46,000</u>
Interest Income:						
Interest Income	63,934	91,633	148,482	140,000	166,165	140,000
	<u>63,934</u>	<u>91,633</u>	<u>148,482</u>	<u>140,000</u>	<u>166,165</u>	<u>140,000</u>
General Fund Revenue Total	7,456,982	7,902,274	7,666,462	7,315,000	8,386,008	7,945,000
				Change from prior year budget		630,000
						8.6%

**Town of Bethany Beach
FY 2021 Revenue Budget**

	FY 2017 Actual Revenue	FY 2018 Actual Revenue	FY 2019 Actual Revenue	FY 2020 Approved Budget	FY 2020 Revenue thru 2/28	FY 2021 Proposed Budget
Sanitation Department						
Sanitation Fees:						
Refuse Fees	821,542	965,954	954,774	958,000	964,658	958,000
Penalties	3,471	3,448	3,156	2,000	2,756	2,000
Refuse Fees - Special	520	838	1,472	1,000	2,236	1,000
Interest	9,624	12,961	20,736	19,000	25,228	19,000
Sanitation Revenue Total	851,268	983,200	980,138	980,000	994,878	980,000
				Change from prior year budget		-
						0.0%
Water Department Operating Revenue						
Water Usage:						
Water Usage - In Town	897,058	902,291	969,573	970,000	603,670	970,000
Water Usage - Salt Pond	248,962	256,551	269,953	277,000	171,320	277,000
Water Usage - Savannah's Landing	74,672	73,100	81,236	85,000	46,020	85,000
Water Usage - Other	20,988	28,964	29,315	21,000	16,364	21,000
Penalties	5,828	4,896	4,206	4,000	4,172	4,000
	1,247,508	1,265,802	1,354,283	1,357,000	841,545	1,357,000
Other Fees & Interest:						
Miscellaneous Revenues	811	207	1,810	1,000	3,764	1,000
Interest Income	12,567	17,996	35,091	30,000	45,746	30,000
Tap Ins	5,500	5,600	4,300	3,000	3,100	3,000
Meter Reimbursements	19,136	26,250	27,852	15,000	41,262	15,000
Cut Off Fees	8,976	9,075	9,100	8,000	7,050	8,000
Inspection Fees	910	1,085	1,225	1,000	1,400	1,000
Returned Check fee	105	105	140	-	70	-
	48,005	60,319	79,518	58,000	102,391	58,000
Water Operating Revenue Total	1,295,512	1,326,121	1,433,801	1,415,000	943,936	1,415,000
				Change from prior year budget		-
						0.0%
Water Impact Fee Capital Revenue	87,046	136,577	120,750	75,000	117,264	75,000
				Change from prior year budget		-
						0.0%
Water Debt Service Revenue						
Sinking Fund Fees:						
Sinking Fund - Town	188,416	188,438	188,384	189,000	188,207	189,000
Sinking Fund - Salt Pond	40,611	40,725	40,779	40,000	40,739	40,000
Sinking Fund - Savannah's Landing	13,478	13,476	13,476	14,000	13,477	14,000
Sinking Fund - Other	3,467	3,467	3,467	3,000	3,467	3,000
Water Debt Service Revenue Total	245,971	246,106	246,106	246,000	245,889	246,000
				Change from prior year budget		-
						0.0%
Town-Wide Revenue	9,936,779	10,594,279	10,447,257	10,031,000	10,687,976	10,661,000
				Change from prior year budget		630,000
						6.3%

**Town of Bethany Beach
FY 2021 Operating Budget**

	FY 2018 Actual Expended	FY 2019 Actual Expended	FY 2020 Approved Budget	FY 2020 Expended thru 2/28	FY 2021 Proposed Budget
General Fund					
Administration & Trolley	1,050,092	1,019,329	1,063,000	898,438	1,158,000
Public Safety:					
Police	1,572,024	1,610,486	1,773,000	1,557,593	1,932,000
Parking	566,254	577,764	557,000	533,046	637,000
Alderman Court	51,164	45,234	37,000	31,568	40,000
Beach Patrol	528,643	518,120	615,000	631,319	672,000
	<u>2,718,084</u>	<u>2,751,604</u>	<u>2,982,000</u>	<u>2,753,526</u>	<u>3,281,000</u>
Public Works:					
Streets and Parks	856,106	1,014,385	1,114,000	952,238	1,161,000
Stormwater Management	78,412	108,291	168,000	136,247	203,000
Beach, Boardwalk, & Comfort St.	283,508	357,906	396,000	353,386	393,000
	<u>1,218,025</u>	<u>1,480,581</u>	<u>1,678,000</u>	<u>1,441,871</u>	<u>1,757,000</u>
Building Official / Code Enforcement	259,906	300,648	321,000	266,387	262,000
Bandstand & Entertainment	246,580	252,204	295,000	257,543	307,000
Cultural & Historic Affairs	7,390	32,371	30,000	9,267	30,000
Fourth of July Parade	22,619	20,794	30,000	18,743	30,000
Total General Fund Operating Costs	5,522,696	5,857,530	6,399,000	5,645,775	6,825,000
					Change from prior year budget 426,000 6.7%
Sanitation Fund	748,214	778,969	866,000	736,336	928,000
					Change from prior year budget 62,000 7.2%
Water Fund	1,028,571	1,125,467	1,204,000	1,135,342	1,286,000
					Change from prior year budget 82,000 6.8%
Town-Wide Operating Budget	7,299,482	7,761,966	8,469,000	7,517,453	9,039,000
					Change from prior year budget 570,000 6.7%

Town of Bethany Beach
FY 2021 Operating Budget by Expenditure Type

	Full-Time Employees	Personnel	Supplies	Contract Services	Operations	Minor Capital	Total
General Fund							
Administration	4.40	586,000	36,000	401,000	65,000	70,000	1,158,000
Public Safety:							
Police	11.70	1,612,000	58,000	170,000	33,000	59,000	1,932,000
Parking	2.20	327,000	9,000	282,000	9,000	10,000	637,000
Alderman Court	0.25	36,000	2,000	1,000	-	1,000	40,000
Beach Patrol	-	564,000	35,000	23,000	34,000	16,000	672,000
Public Works:							
Streets and Parks	6.65	606,000	147,000	341,000	5,000	62,000	1,161,000
Stormwater Management	0.40	33,000	31,000	107,000	2,000	30,000	203,000
Beach, Boardwalk, & Comfort St.	0.35	160,000	45,000	167,000	1,000	20,000	393,000
Building Official / Code Enforcement	1.75	216,000	10,000	25,000	4,000	7,000	262,000
Bandstand & Entertainment	1.00	102,000	5,000	188,000	-	12,000	307,000
Cultural & Historic Affairs	-	-	-	-	30,000	-	30,000
Fourth of July Parade	-	-	-	-	30,000	-	30,000
General Fund Total	28.70	4,242,000	378,000	1,705,000	213,000	287,000	6,825,000
		62%	6%	25%	3%	4%	
Sanitation Fund	5.40	512,000	44,000	324,000	3,000	45,000	928,000
		55%	5%	35%	0%	5%	
Water Fund	5.90	613,000	199,000	458,000	4,000	12,000	1,286,000
		48%	15%	36%	0%	1%	
Town-Wide Total	40.00	5,367,000	621,000	2,487,000	220,000	344,000	9,039,000
		59%	7%	28%	2%	4%	

**Town of Bethany Beach
FY 2021 Capital and Debt Service Budget Summary**

	FY 2020 Approved Budget	FY 2020 Expended thru 2/28	FY 2020 Carryover to FY 2021	FY 2021 Proposed Budget
General Fund				
Administration & Trolley	-	-	-	155,000
Police	41,000	30,893	-	10,000
Parking	266,000	265,500	-	-
Beach Patrol	-	-	-	-
Streets and Parks	3,591,000	1,425,716	690,000	622,000
Stormwater Management	75,000	1,431,517	35,000	-
Beach, Boardwalk, & Comfort St.	495,000	203,601	150,000	150,000
Building Official	30,000	58,828	-	-
Bandstand & Entertainment	-	-	-	-
Cultural / Historic & Parade	-	-	-	-
General Fund Capital	4,498,000	3,416,054	875,000	937,000
Sanitation Fund Capital	237,000	29,212	200,000	225,000
Water Fund Capital	520,000	187,594	114,000	100,000
Water Fund Debt Service	246,000	236,090	-	246,000
Town-Wide Capital & Debt Budget	5,501,000	3,868,950	1,189,000	1,508,000

**Town of Bethany Beach
FY 2020 Capital and Debt Service Budget Detail**

General Fund		FY 2020 Carryover to FY 2021	FY 2021 Proposed Budget	FY 2021 Total Funding
Vehicles & Equipment	Purchase of a Trolley	-	155,000	155,000
Admin Total		-	155,000	155,000
Vehicles & Equipment	Cost to purchase police vehicle in excess of Sussex County Grant	-	10,000	10,000
Police Total		-	10,000	10,000
Streets	Paving work not covered by the Municipal Street Aid grant	-	300,000	300,000
Vehicles	Replace a 2004 Silverado and 2007 Ranger	-	55,000	55,000
Vehicles	Purchase two golf carts	-	22,000	22,000
Land & Buildings	Fencing, Security, and interior finishing work at Blackwater location	-	75,000	75,000
Land & Buildings	Security and Fire alarms at Museum	-	20,000	20,000
Land & Buildings	Museum Exhibits	-	150,000	150,000
Parks & Improvements	Continue park development	690,000	-	690,000
Streets and Parks Total		690,000	622,000	1,312,000
Land & Building	Bank stabilizatio of Loop Canal	35,000	-	-
Stormwater Total		35,000	-	-
Land & Building	Continue Comfort Station renovations	150,000	-	150,000
Boardwalk	Repairs to the Boardwalk and grabrails	-	150,000	150,000
Beach, Boardwalk, & Comfort Station Total		150,000	150,000	300,000
Total General Fund Capital Budget		875,000	937,000	1,777,000
Sanitation Fund		FY 2020 Carryover to FY 2021	FY 2021 Proposed Budget	FY 2021 Total Funding
Vehicles & Equipment	Replace a 2003 side-loading trash truck	200,000	225,000	425,000
Sanitation Total		200,000	225,000	425,000
Water Fund		FY 2020 Carryover to FY 2021	FY 2021 Proposed Budget	FY 2021 Total Funding
Machinery & Equipment	Replace equipment as needed	-	50,000	50,000
Machinery & Equipment	Aerator replacement or refurbishment	114,000	-	114,000
Water Systems	Distribution system repair work as needed	-	50,000	50,000
Total Water Department Capital Budget		114,000	100,000	214,000
Debt Service	Water Tower loan repayment	-	246,000	246,000
Total Water Department Debt Service Budget		-	246,000	246,000
Town-Wide Capital & Debt Budget		1,189,000	1,508,000	2,662,000

**Town of Bethany Beach
FY 2021 Special Funds (Grants) Budget**

	FY 2020 Approved Budget	FY 2020 Actually Awarded	FY 2020 Expended thru 2/28	FY 2020 Total Remaining	FY 2021 Proposed Budget
Municipal Street Aid Street Repair (MSA)	106,000	125,200	125,200	-	125,000
Police Retirement Plan	50,000	52,580	48,198	4,382	53,000
Office of Highway Safety (OHS)	10,000	12,220	12,220	-	12,000
Criminal Justice Council (CJC)	-	13,350	13,350	-	10,000
Sussex County Police Vehicle	25,000	30,000	30,000	-	30,000
Bulletproof Vest Grant	-	3,058	3,058	-	1,000
State Aid to Local Law Enforcement (SALLE)	5,000	4,791	4,791	-	4,809
Emergency Illegal Drug Enforcement (EIDE)	4,000	3,925	3,925	-	3,934
Fund to Combat Violent Crime	25,000	28,344	28,344	-	28,686
Total Grant Budget	225,000	273,469	269,086	4,382	268,429

**Town of Bethany Beach
FY 2021 Schedule of Fees**

ADMINISTRATIVE FEES:

(ALL FEES SHOULD BE PREPAID AT TIME OF ORDER)

Copy of Town Code	100.00
Copy Zoning Code	25.00
Copy of Subdivision Code	25.00
Copy of Town Charter	25.00
Copy of Comprehensive Development Plan	25.00
Copy of Town Map (Full Size)	10.00
Copy of Town Map (Reduced Size)	1.00
Copy of Water Line Specifications	10.00
Copy of Street Specifications	10.00
Annual Subscription Fee for Entire Code	50.00
Annual Subscription Fee for Zoning Code	25.00
Annual Subscription Fee for Subdivision Code	10.00
Property Owner Address printed labels or listing (Tax List)	150.00
Property Owner Address on disc or email (Tax List)	50.00
Property Owner Address printed labels for Candidates only (Voter List)	25.00
Tax List (Other)	100.00
Photocopies (Per Page, Per Side)	1.00
Fax Service (1 to 3 Pages)	5.00
Return Check Fee	35.00

APPLICATIONS TO TOWN COUNCIL:

Application for Rezoning	250.00
Request for Zoning Code Amendment	300.00

APPLICATIONS TO PLANNING COMMISSION:

Application for Land Combining	175.00
Application for Land Partitioning	175.00
PRDs and Minor Residential Subdivisions	\$500 plus \$250 per dwelling
Major Residential Subdivisions	\$1,000 plus \$250 per dwelling

ADDITIONAL COSTS:

For all Planned Residential Developments, major and minor subdivisions and all construction projects that require engineering reviews, making periodic inspections or both, the applicants shall make a cash deposit in an amount to be determined by the Building Inspector for the purpose of covering all costs and expenses incurred by the Town of Bethany Beach in using any outside consultant or resource (engineer, scientists, consultant, etc.) in considering, examining, reviewing and making reports and recommendations concerning the plan, as submitted, or making inspections during construction. Upon the final review and approval of the submitted plans, but prior to the issuing of a building permit, the Building Inspector shall determine the costs which have been incurred by the Town for any outside consultant or resource and shall deduct those costs from the deposit made by the applicant(s). If the deposit exceeds the costs incurred by the Town, the Building Inspector shall refund the remaining funds to the applicant(s) without interest. If the deposit is less than the costs incurred by the Town, the applicant(s) shall pay the difference to the Town prior to the issuance of any approval for construction by any Town Official, Committee, or Commission.

APPLICATION FOR BOARD OF ADJUSTMENTS:

Application for Home Occupation	50.00
Basic Application to the Board	525.00
Application requiring Town Solicitor review	1,200.00
Application requiring Town Solicitor and court stenographer	2,000.00

BUILDING PERMITS:

Building Permit Fee	3%
Based on actual construction costs, but in an amount not less than the cost computed by the International Code Council's square foot construction cost standard (R-3 VB), if applicable. Charged on all commercial and residential primary buildings, accessory buildings, and improvements to an existing open deck, screen porch, accessory building or patio by adding walls and/or roof to become enclosed living space.	
Fee for renovations and retrofits is based on actual construction costs, but in an amount not less than the cost computed by the ICC's square foot construction cost standard (R-3 VB) if applicable.	

**Town of Bethany Beach
FY 2021 Schedule of Fees**

Building Permit Fee - 501 (c)(3) organizations with proper documentation	1%
Based on actual construction costs, but in an amount not less than the cost computed by the International Code Council's square foot construction cost standard (R-3 VB), if applicable. Charged on all commercial and residential primary buildings, accessory buildings, and improvements to an existing open deck, screen porch, accessory building or patio by adding walls and/or roof to become enclosed living space	
Fee for renovations and retrofits is based on actual construction costs, but in an amount not less than the cost computed by the ICC's square foot construction cost standard (R-3 VB) if applicable.	
Publicly funded organizations offering a public service (Bethany Beach Volunteer Fire Company and South Coastal Library) are exempt from Building Permit Fees.	
Building an Open Deck, Patio - Gross floor area of attached or unattached open deck with area open to sky	0.50/sq. foot
Repairs	
\$30.00 for 1st \$1,000 or fraction thereof	30.00
\$10.00 per additional \$1,000 of value or fraction thereof	10.00
All Other Permits	
Relocation of dwelling unit	100.00
Demolition of any building or structure	50.00
Fence, permanent subdivision sign, driveway and sidewalk	50.00
Private swimming pool permit	30.00
Public swimming pool permit	60.00
Bulkheads, docks, and ramps, installation of new or removal of existing to replace with new	50.00
GCL Heat Exchange Well System	50.00
Signs	0.50/sq. foot
Minimum Permit Fee	30.00
MERCANTILE LICENSE FEES:	
Business License (may purchase up to 3 years for \$250 per year)	250.00
Rental License, Commercial or Residential. Residential license will not be issued without notarized safety certificate	100.00
Administrative fee for failure to obtain a license by the renewal due date.	100.00
Rental tax on gross rental receipts on Commercial and Residential rentals	7.00%
Rental tax on gross rental receipts on rentals subject to State Accommodations Tax	3.25%
OTHER FEES:	
Shuttle Bus Permit (shuttle with seating capacity of 11 or more)	8,000.00
Shuttle Bus Permit (shuttle with seating capacity of 10 or less)	4,000.00
Shuttle Bus Permit (single day)	130.00
Trolley Rider Fee	0.25
Backhoe and Operator (minimum charge per hour)	80.00
Permit for Portable on Demand Storage Unit (POD) or similar temporary storage, personal use	25.00
Permit or permit renewal for Portable on Demand Storage Unit (POD) or similar temporary storage, construction	50.00
POLICE DEPARTMENT:	
Document Fee	18.50
PARKING DEPARTMENT:	
Parking meter rate per hour	2.50
Park Mobile Convenience Fee. Charged on each credit card transaction	0.60
Booting of vehicle for non-payment of parking fines	45.00
Collection agency fee. Assessed when unpaid parking tickets are turned over to a collection agency.	40.00
PARKING PERMITS:	
RESIDENTIAL PROPERTY OWNERS	
1st Permit	N/C
2nd Permit (No more than 2 permits will be issued per property)	35.00
Replacement Permits	50.00
C-1 BUSINESS LICENSE HOLDER	
Each Permit	50.00
Parking Meter Permits - Gold - In Town business owners only, excludes 2 hour meters and handicapped (Limit 2).	350.00

**Town of Bethany Beach
FY 2021 Schedule of Fees**

Parking Meter Permits - Platinum - In Town business owners only, any metered space except handicapped (Limit 1).	1,000.00		
VISITOR PARKING PERMITS			
1-day	25.00		
3-day	75.00		
7-day	175.00		
CONSTRUCTION PARKING PERMITS PER DAY	15.00		
PROPERTY MAINTENANCE:			
Administrative fee -Violation of Town Code @ Property Maintenance (Per Lot) First Offense	200.00		
Administrative fee -Violation of Town Code @ Property Maintenance (Per Lot) Second Offense	400.00		
Administrative fee -Violation of Town Code @ Property Maintenance (Per Lot) Additional Offenses	600.00		
REAL PROPERTY TRANSFER TAX:			
1.5% of Gross Sales Price			
TAX RATE :			
Per \$100 of Town of Bethany Beach Assessed Value (100% of Assessed value)	0.190		
TRASH FEES:			
4 yard dumpster	2,030.00		
3 yard dumpster	1,710.00		
2 yard dumpster	1,310.00		
Commercial: Flat Rate Per Unit	460.00		
Residential: Flat Rate Per Unit	330.00		
Special Trash or yard waste collection (minimum charge)	47.00		
WATER BOND SINKING FUND			
Per Front Footage, minimum of 50 feet	1.07		
WATER SERVICES:			
In Town Flat Rate per year	180.00		
0 - 10,000 gallons used	4.50/1000 gal		
10,001 - 40,000 gallons used	5.50/1000 gal		
over 40,000 gallons used	6.50/1000 gal		
Out of Town Limits - \$6.50/1000 Gallons of Usage plus Flat Rate (Connection Charge) \$265/year for 5/8" Meter	\$265 Flat rate plus \$6.50/1000 gal		
Additional water meter readings requested by property owner	25.00		
Check meter accuracy (will be refunded if meter is defective)	35.00		
Water turn on or off at meter (during regular Water Department service hours)	25.00		
Water turn on or off at meter (after regular Water Department service hours or on holidays)	150.00		
Water turn off at meter for non-payment	100.00		
Additional fee for restoring water service after regular Water Department service hours or on holidays	150.00		
Water Meter	Cost plus 20%		
Water Department Inspection Fee	35.00		
Install a tap into town water main with installation of lateral and curb stop	700.00 - 1,200.00		
All costs associated with new or "re-taps" into the Bethany Beach water system will be borne by the property owner			
Water Impact Fee applicable to new construction and reconstruction	5,250.00		
For meters in excess of 1" the following multiplier table is used to calculate the fee for residential and commercial properties:			
Meter Type	Meter Size	Maximum Rate (GPM)	Ratio to 1" meter
Simple	1"	25	1.0
Simple	1.5"	50	2.0
Simple	2"	80	3.2
Compound	2"	160	6.4
Turbine	2"	200	8.0
Compound	3"	350	14.0
Turbine	3"	450	18.0
Compound	4"	700	28.0

**Town of Bethany Beach
FY 2021 Schedule of Fees**

Turbine	4"	1200	48.0
Compound	6"	1400	56.0
Turbine	6"	2500	100.0
Compound	8"	2000	80.0
Turbine	8"	4000	160.0
Turbine	10"	6500	260.0
Buildings being demolished and rebuilt that were originally built during or after 1989 will be given a credit of \$1,250 representing the previously charged Water Impact Fee			
Additional fee for renovations and additions to current structures			1.50/sq. foot
Sale of water to noncustomers (metered) \$7.50 @ 1000 Gallons - Minimum of fee of \$25.00 (One day advanced notice required)			

ALDERMAN COURT

Basic court cost	20.00
Additional court security fee per violation	2.00
Additional fee for appearance before the Alderman for traffic or town ordinance violations (per violation)	20.00
Appearance before the Alderman for parking tickets	10.00
Issuance of capias/bench warrant	15.00
Returned check fee (state mandated)	30.00
Additional fee for deferred payment plan	25.00
Additional fee for probation before judgement agreement, per case	10.00

AMBULANCE SERVICE FEE

The Town collects an annual fee for the Bethany Beach Volunteer Fire Department, which performs the ambulance service.	
The amount charged is based on the financial history and projections of the ambulance service.	53.00

* Change in fee amount

** New fee