




STATE OF DELAWARE  
**DEPARTMENT OF TRANSPORTATION**  
800 BAY ROAD  
P.O. BOX 778  
DOVER, DELAWARE 19903

JENNIFER COHAN  
SECRETARY

**MEMORANDUM**

**TO:** Drew A. Boyce, Director, Planning  
**VIA:** Stephanie Johnson, Assistant Director, Planning  
**FROM:** Jason Vogl, Planner II   
**DATE:** July 5, 2018  
**SUBJECT:** **FY 2019 Certificate of Distribution**

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This Certificate of Distribution is to notify all proper representatives of funding allocation of the Municipal Street Aid program for FY2019.

**Certificate of Distribution of**

**Municipal Street Aid Funds**

**Fiscal Year 2019**

- Canning, Kevin Canal District Engineer (DeIDOT)
- Greve, Thomas Central District Engineer (DeIDOT)
- Gilliam, LaTonya North District Engineer (DeIDOT)
- Probert, Alastair South District Engineer (DeIDOT)
- Giuttari, Amanda Fiscal Management Analyst (DeIDOT)
- Simpler, Ken State Treasurer (OST)
- Madrid, Daniel Director of Planning and Performance Management (OST)
- Cohan, Jennifer Secretary of Transportation (DeIDOT)
- Gustafson, Kevin Road Inventory Supervisor (DeIDOT)
- Thornton, Lanie Director of Finance (DeIDOT)
- Luft, Carl F. Executive Director (League of Local Governments)
- Boyce, Drew Director of Planning (DeIDOT)
- Wagner, R. Thomas Auditor of Accounts (Auditors)
- Morton, Michael Controller General (LegHall)
- Johnson, Stephanie Assistant Director of Planning (DeIDOT)
- McCleary, Robert Chief Engineer (DeIDOT)
- Pinkerton, Jennifer Chief Materials and Research engineer (DeIDOT)
- Majeski, Nicole Deputy Secretary (DeIDOT)
- Lewis, Jerome R. Director of IPA (U of DE)

The Tabulation of distribution sheet for Municipal Street Aid Funds for Fiscal Year 2019 is attached. The sheet includes the current population and mileage figure for each municipality, as certified by a representative of the municipality.

Additionally attached, is a unpopulated copy of the notification letter to be mailed to representatives of each municipality pursuant to 30 Del. C. c. 51.

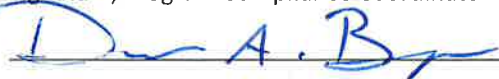
If you have any questions regarding this information please contact Jason Vogl, Program Compliance Coordinator for the Municipal Street Aid program by email to [Jason.Vogl@state.de.us](mailto:Jason.Vogl@state.de.us) or by phone at (302) 760-2163.



Signature, Program Compliance Coordinator

07-05-2018

Date



Signature, Director of Planning

7/17/18

Date

**MUNICIPAL STREET AID FUND  
DISTRIBUTION TABULATION  
FISCAL YEAR 2019 (7/1/2018-6/30/2019)**

**July 1, 2018**

| TOWN                 | 2018<br>POPULATION | 2018<br>STREET<br>MILEAGE | DISTRIBUTION<br>BY POPULATION<br>FACTOR | DISTRIBUTION<br>BY MILEAGE<br>FACTOR | TOTAL AID<br>FY-2018   | TOTAL AID<br>FY-2019   |
|----------------------|--------------------|---------------------------|---|--------------------------------------|------------------------|------------------------|
| BELLEFONTE           | 1,193              | 0.00                      | \$ 10,101.3237                          | \$ 0.0000                            | \$ 8,469.37            | \$ 10,101.32           |
| BETHANY BEACH        | 4,744              | 19.93                     | \$ 40,168.2143                          | \$ 86,357.0165                       | \$ 105,927.25          | \$ 126,525.23          |
| BETHEL               | 171                | 1.79                      | \$ 1,447.8846                           | \$ 7,756.0993                        | \$ 7,702.92            | \$ 9,203.98            |
| BLADES               | 1,241              | 5.26                      | \$ 10,507.7475                          | \$ 22,791.6662                       | \$ 27,878.24           | \$ 33,299.41           |
| BOWERS               | 335                | 1.97                      | \$ 2,836.4991                           | \$ 8,536.0423                        | \$ 9,519.72            | \$ 11,372.54           |
| BRIDGEVILLE          | 2,256              | 12.26                     | \$ 19,101.9164                          | \$ 53,122.7808                       | \$ 60,459.75           | \$ 72,224.70           |
| CAMDEN               | 3,464              | 10.59                     | \$ 29,330.2475                          | \$ 45,886.6435                       | \$ 62,981.67           | \$ 75,216.89           |
| CHESWOLD             | 1,380              | 0.45                      | \$ 11,684.6829                          | \$ 1,949.8574                        | \$ 11,428.23           | \$ 13,634.54           |
| CLAYTON              | 3,037              | 5.28                      | \$ 25,714.7696                          | \$ 22,878.3265                       | \$ 40,700.94           | \$ 48,593.10           |
| DAGSBORO             | 805                | 3.63                      | \$ 6,816.0650                           | \$ 15,728.8495                       | \$ 18,874.04           | \$ 22,544.91           |
| DELAWARE CITY        | 1,695              | 8.31                      | \$ 14,351.8388                          | \$ 36,007.3661                       | \$ 42,157.89           | \$ 50,359.20           |
| DELMAR               | 1,597              | 6.48                      | \$ 13,522.0570                          | \$ 28,077.9462                       | \$ 34,828.20           | \$ 41,600.00           |
| DEWEY BEACH          | 1,997              | 0.60                      | \$ 16,908.9216                          | \$ 2,599.8098                        | \$ 16,352.22           | \$ 19,508.73           |
| DOVER                | 38,102             | 110.98                    | \$ 322,615.7884                         | \$ 480,878.1580                      | \$ 665,325.14          | \$ 803,493.95          |
| ELLENDALE            | 381                | 3.79                      | \$ 3,225.9885                           | \$ 16,422.1321                       | \$ 16,443.99           | \$ 19,648.12           |
| ELSMERE              | 6,131              | 15.76                     | \$ 51,912.1673                          | \$ 68,288.3382                       | \$ 100,657.14          | \$ 120,200.51          |
| FARMINGTON           | 110                | 0.32                      | \$ 931.3878                             | \$ 1,386.5652                        | \$ 1,542.19            | \$ 2,317.95            |
| FELTON               | 1,310              | 5.67                      | \$ 11,091.9816                          | \$ 24,568.2029                       | \$ 29,854.38           | \$ 35,660.18           |
| FENWICK ISLAND       | 1,400              | 5.95                      | \$ 11,854.0261                          | \$ 25,781.4475                       | \$ 31,508.34           | \$ 37,635.47           |
| FRANKFORD            | 847                | 2.88                      | \$ 7,171.6858                           | \$ 12,479.0872                       | \$ 16,453.37           | \$ 19,650.77           |
| FREDERICA            | 825                | 2.21                      | \$ 6,985.4083                           | \$ 9,575.9662                        | \$ 13,506.30           | \$ 16,561.37           |
| GEORGETOWN           | 6,422              | 26.69                     | \$ 54,376.1113                          | \$ 115,648.2072                      | \$ 142,780.53          | \$ 170,024.32          |
| GREENWOOD            | 973                | 5.07                      | \$ 8,238.5482                           | \$ 21,968.3931                       | \$ 25,286.88           | \$ 30,206.94           |
| HARRINGTON           | 3,562              | 12.16                     | \$ 30,160.0294                          | \$ 52,689.4792                       | \$ 69,368.83           | \$ 82,849.51           |
| HARTLY               | 74                 | 0.00                      | \$ 626.5700                             | \$ 0.0000                            | \$ 525.34              | \$ 626.57              |
| HENLOPEN ACRES       | 271                | 3.61                      | \$ 2,294.6008                           | \$ 15,642.1891                       | \$ 15,010.55           | \$ 17,936.79           |
| HOUSTON              | 374                | 2.09                      | \$ 3,166.7184                           | \$ 9,056.0042                        | \$ 10,231.60           | \$ 12,222.72           |
| KENTON               | 261                | 0.94                      | \$ 2,209.9292                           | \$ 4,073.0354                        | \$ 5,260.50            | \$ 6,282.96            |
| LAUREL               | 3,708              | 11.77                     | \$ 31,396.2349                          | \$ 50,999.6028                       | \$ 68,991.52           | \$ 82,395.84           |
| LEIPSIC              | 183                | 0.80                      | \$ 1,549.4906                           | \$ 3,466.4131                        | \$ 4,199.25            | \$ 5,015.90            |
| LEWES                | 2,887              | 21.53                     | \$ 24,444.6953                          | \$ 93,289.8427                       | \$ 98,544.18           | \$ 117,734.54          |
| LITTLE CREEK         | 224                | 0.18                      | \$ 1,896.6442                           | \$ 779.9429                          | \$ 2,242.75            | \$ 2,676.59            |
| MAGNOLIA             | 225                | 0.13                      | \$ 1,905.1113                           | \$ 563.2921                          | \$ 2,068.59            | \$ 2,468.40            |
| MIDDLETOWN           | 21,733             | 67.20                     | \$ 184,016.8214                         | \$ 291,178.7008                      | \$ 393,614.28          | \$ 475,195.52          |
| MILFORD              | 10,532             | 41.86                     | \$ 89,176.1452                          | \$ 181,380.0657                      | \$ 223,658.50          | \$ 270,556.21          |
| MILLSBORO            | 3,877              | 10.48                     | \$ 32,827.1852                          | \$ 45,410.0117                       | \$ 65,514.89           | \$ 78,237.20           |
| MILLVILLE            | 544                | 0.00                      | \$ 4,606.1359                           | \$ 0.0000                            | \$ 3,861.98            | \$ 4,606.14            |
| MILTON               | 2,576              | 15.07                     | \$ 21,811.4081                          | \$ 65,298.5569                       | \$ 66,429.12           | \$ 87,109.96           |
| NEW CASTLE           | 5,285              | 18.09                     | \$ 44,748.9487                          | \$ 78,384.2663                       | \$ 103,097.72          | \$ 123,133.21          |
| NEWARK               | 35,642             | 65.83                     | \$ 301,786.5711                         | \$ 285,242.4684                      | \$ 491,671.79          | \$ 587,029.04          |
| NEWPORT              | 1,055              | 4.67                      | \$ 8,932.8554                           | \$ 20,235.1865                       | \$ 24,418.97           | \$ 29,168.04           |
| OCEAN VIEW           | 2,039              | 23.07                     | \$ 17,264.5423                          | \$ 99,962.6879                       | \$ 98,106.71           | \$ 117,227.23          |
| ODESSA               | 364                | 2.05                      | \$ 3,082.0468                           | \$ 8,882.6836                        | \$ 10,015.60           | \$ 11,964.73           |
| REHOBOTH             | 6,060              | 18.52                     | \$ 51,310.9988                          | \$ 80,247.4634                       | \$ 110,158.41          | \$ 131,558.46          |
| SEAFORD              | 6,928              | 35.22                     | \$ 58,660.4950                          | \$ 152,608.8369                      | \$ 176,859.96          | \$ 211,269.33          |
| SELBYVILLE           | 2,661              | 10.93                     | \$ 22,531.1168                          | \$ 47,359.8690                       | \$ 57,015.60           | \$ 69,890.99           |
| SLAUGHTER BEACH      | 699                | 1.28                      | \$ 5,918.5459                           | \$ 5,546.2610                        | \$ 9,602.50            | \$ 11,464.81           |
| SMYRNA               | 11,584             | 33.44                     | \$ 98,083.5991                          | \$ 144,896.0678                      | \$ 202,282.76          | \$ 242,979.67          |
| SOUTH BETHANY        | 1,848              | 9.82                      | \$ 15,647.3145                          | \$ 42,550.2209                       | \$ 48,717.99           | \$ 58,197.54           |
| TOWNSEND             | 2,049              | 3.92                      | \$ 17,349.2140                          | \$ 16,985.4242                       | \$ 28,756.76           | \$ 34,334.64           |
| VILL. OF ARDENCROFT  | 231                | 1.01                      | \$ 1,955.9143                           | \$ 4,376.3465                        | \$ 5,301.29            | \$ 6,332.26            |
| VILLAGE OF ARDEN     | 439                | 3.63                      | \$ 3,717.0839                           | \$ 15,728.8495                       | \$ 16,275.73           | \$ 19,445.93           |
| VILLAGE OF ARDENTOWN | 276                | 2.22                      | \$ 2,336.9366                           | \$ 9,619.2964                        | \$ 10,007.14           | \$ 11,956.23           |
| VIOLA                | 157                | 0.67                      | \$ 1,329.3444                           | \$ 2,903.1210                        | \$ 3,543.40            | \$ 4,232.47            |
| WILMINGTON           | 73,190             | 147.91                    | \$ 619,711.5520                         | \$ 640,896.4529                      | \$ 1,055,782.81        | \$ 1,260,608.00        |
| WOODSIDE             | 181                | 0.24                      | \$ 1,532.5562                           | \$ 1,039.9239                        | \$ 2,154.99            | \$ 2,572.48            |
| WYOMING              | 1,313              | 4.62                      | \$ 11,117.3831                          | \$ 20,018.5357                       | \$ 26,069.31           | \$ 31,135.92           |
| <b>TOTAL</b>         | <b>283,448</b>     | <b>830.83</b>             | <b>\$ 2,400,000.0000</b>                | <b>\$ 3,600,000.0000</b>             | <b>\$ 5,000,000.00</b> | <b>\$ 6,000,000.00</b> |

TOTAL MUNICIPAL POPULATION = 283,448

DISTRIBUTION RATIO = \$2,400,000.00 / 283,448 = \$ 8.467161525218030

TOTAL MUNICIPALLY MAINTAINED STREET MILEAGE =

DISTRIBUTION RATIO = \$3,600,000.00 / 830.83 = \$ 4333.016381209150000



STATE OF DELAWARE  
**DEPARTMENT OF TRANSPORTATION**  
800 BAY ROAD  
P.O. BOX 778  
DOVER, DELAWARE 19903

JENNIFER COHAN  
SECRETARY

July 18, 2018

Jeffrey Politis  
Chair, Town Assembly  
2119 The Highway  
Arden, DE 19810

Reference: Municipal Street Aid Funds (MSAF) – FY19

The 149<sup>th</sup> General Assembly, passed House Bill No. 475 “A Bond and Capital Improvements Act of the State of Delaware...for the Fiscal Year ending June 30, 2019...” which includes: Department of Transportation, Section 96. Grants and Allocations... (b)The sum of \$6,000,000 (State) shall be used for the Municipal Street Aid Program pursuant to the provisions of 30 Del.C.c.51.”

The mileage and population figures located within your boundary for this program are based on the figures recently provided by your town representative on the “Affidavit”. Your payment for Fiscal Year 2019 is based on \_\_\_ miles of Municipally Maintained Streets and a Population figure of \_\_\_. The allocated funds for your municipality are \$ \_\_\_\_\_. These funds are for Fiscal Year 2019, which begins July 01, 2018 and ends on June 30, 2019.

Additionally, House Bill 367 amending Title 30 was passed this last legislative period and recently signed by the Governor. The intent of the bill was to codify existing practices and to clarify the process and procedures. The bill makes the following changes to Title 30:

- Updates the definition of a “municipality”;
- Expands the definition of “street improvements”;
- Clarifies the submission requirements for the State Treasure to authorize payments;
- Amends the time period for payment to municipalities based on amount of fiscal year share;
- Allows for disbursements to be accrued for up to three years for larger construction projects;
- Modifies the deadline for the Department of Transportation to compute the municipal distribution calculation from a specific date of June 30<sup>th</sup> to no later than 15 calendar days from the adoption of the Bond and Capital Improvements Act;
- Removes the requirement that a municipality must exist for a period of at least one year to be eligible for funding;

- Provides clarification that each municipality must keep an account of all funding but removes the requirement that a separate account designated for Municipal Street Aid Funds;
- Updates the list of Municipal Street Aid eligible expenses;
- Changes the date in which the annual form prescribed by the State Treasurer (currently the Municipal Street Aid Annual Report) is due *and* stipulates that payment for the current fiscal funding will not be issued until the report is received. The new due date is August 15th; and
- Amends the method in which the population of a municipality can be calculated.

This bill can be found at <http://legis.delaware.gov/BillDetail?LegislationId=26482>.

Please feel free to contact me with any questions regarding this information. I can be reached by e-mail at [Jason.Vogl@state.de.us](mailto:Jason.Vogl@state.de.us) or by phone at (302)760-2163.

Sincerely,



Jason Vogl

Program Compliance Coordinator