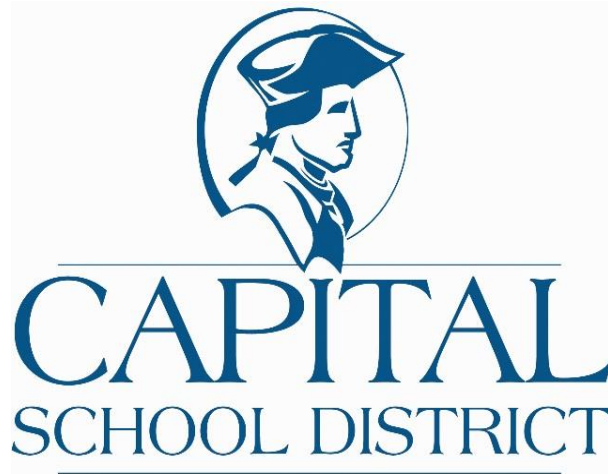




# **Monthly Financial Reports March 31, 2022**

**Operating Expenses**

**Monthly Report of Revenues**

**Board Budget (99900000)**

**Contingency Budget (99940100)**

**Major Cap Balances**

**Federal Funds**

**Tax Exemption Requests**

Data Service Center

4/1/2022

Operating Unit Expenditure Summary as of 3/31/2022

Page: 2

Division - 13 Capital School District

Percent of Fiscal Year days included: 75.1%

| Operating Unit                        | Budget           | Encumbered      | Pct<br>Enc | Expended         | Pct<br>Exp | Total<br>Exp./Enc. | Percent<br>Obligated | Unencumbered<br>Balance |
|---------------------------------------|------------------|-----------------|------------|------------------|------------|--------------------|----------------------|-------------------------|
| 99970040 - LOCAL TECHNOLOGY MATCH TAX | \$108,682.00     | \$33,719.98     | 31.03%     | \$124,702.09     | 114.74%    | \$158,422.07       | 145.77%              | (\$49,740.07)           |
| 99970200 - Minor Cap                  | \$944,989.00     | \$51,258.87     | 5.42%      | \$299,070.15     | 31.65%     | \$350,329.02       | 37.07%               | \$594,659.98            |
| 99970680 - School Supervision         | \$942,332.00     | \$0.00          | 0.00%      | \$884,160.34     | 93.83%     | \$884,160.34       | 93.83%               | \$58,171.66             |
| 99980000 - Summer School              | \$20,000.00      | \$0.00          | 0.00%      | \$8,869.58       | 44.35%     | \$8,869.58         | 44.35%               | \$11,130.42             |
| 99990500 - Copy Center/Copiers        | \$128,752.00     | \$0.00          | 0.00%      | \$84,336.55      | 65.50%     | \$84,336.55        | 65.50%               | \$44,415.45             |
| 99990600 - Homebound                  | \$567,974.00     | \$0.00          | 0.00%      | \$159,195.70     | 28.03%     | \$159,195.70       | 28.03%               | \$408,778.30            |
| 99990700 - Autism Program             | \$552,322.00     | \$32,648.40     | 5.91%      | \$371,492.83     | 67.26%     | \$404,141.23       | 73.17%               | \$148,180.77            |
| Budget Totals                         | \$116,446,158.00 | \$602,298.92    | 0.52%      | \$85,288,724.56  | 73.24%     | \$85,891,023.48    | 73.76%               | \$30,555,134.52         |
| Current Year Unassigned Expenses      |                  | \$17,128,606.70 |            | \$12,711,914.96  |            | \$29,840,521.66    |                      |                         |
| Previous Budget Year Expenses         |                  | \$22,348,796.10 |            | \$36,496,528.18  |            | \$58,845,324.28    |                      |                         |
| Total Expenses                        |                  | \$40,079,701.72 |            | \$134,497,167.70 |            | \$174,576,869.42   |                      |                         |

Data Service Center

**Capital School District Financial Report - Revenue**  
**As of March 31, 2022**

|                              | <b>Budget</b>        | <b>Received</b>       | <b>Anticipated Receipts</b> | <b>Percent Received</b> |
|------------------------------|----------------------|-----------------------|-----------------------------|-------------------------|
| <b>STATE FUNDS</b>           |                      |                       |                             |                         |
| Formula Salaries & OEC's     | 59,668,039.76        | 52,883,411.40         | 6,784,628.36                | 88.6%                   |
| Cafeteria Salaries           | 940,593.00           | 900,829.00            | 39,764.00                   | 95.8%                   |
| Division II, AOC             | 217,844.00           | 1,058,036.06          | 0.00                        | 485.7%                  |
| Division II, AOC - Voc       | 122,819.00           | 155,338.00            | 0.00                        | 126.5%                  |
| Division II, Energy          | 1,289,389.00         | 1,385,677.00          | 0.00                        | 107.5%                  |
| Division III, Equalization   | 8,298,181.00         | 9,005,974.00          | 0.00                        | 108.5%                  |
| State Transportation         | 4,947,630.00         | 4,682,046.37          | 265,583.63                  | 94.6%                   |
| Related Services             | 349,240.00           | 88,186.00             | 261,054.00                  | 25.3%                   |
| Drivers Ed.                  | 23,818.00            | 25,245.00             | 0.00                        | 106.0%                  |
| Unique Alternative           | 250,942.00           | 356,297.90            | 0.00                        | 142.0%                  |
| Professional Development     | 40,899.00            | 81,798.00             | 0.00                        | 200.0%                  |
| Minor Capital Improvements   | 581,758.00           | 627,159.00            | 0.00                        | 107.8%                  |
| Major Capital Improvements   | 0.00                 | 51,551,200.00         | 0.00                        | 0.0%                    |
| Educational Sustainment Fund | 1,340,519.00         | 1,415,944.00          | 0.00                        | 105.6%                  |
| Technology Block Grant       | 189,499.00           | 189,499.00            | 0.00                        | 100.0%                  |
| Other State Revenue          | 2,357,405.96         | 2,362,405.96          | 0.00                        | 100.2%                  |
| <b>Total State Funds</b>     | <b>80,618,576.72</b> | <b>126,769,046.69</b> | <b>0.00</b>                 | <b>157.2%</b>           |
| <b>LOCAL FUNDS</b>           |                      |                       |                             |                         |
| Current Expense Tax Receipts | 15,520,640.00        | 15,262,805.87         | 257,834.13                  | 98.3%                   |
| Debt Service Tax Receipts    | 7,422,915.00         | 7,034,381.95          | 388,533.05                  | 94.8%                   |
| Debt Service - Impact Fee    | 0.00                 | 128,890.20            | 0.00                        | 0.0%                    |
| Tuition Tax Receipts         | 6,748,104.00         | 6,899,200.82          | 0.00                        | 102.2%                  |
| Minor Capital Tax Receipts   | 363,231.00           | 383,558.00            | 0.00                        | 105.6%                  |
| Technology Maintenance Match | 242,932.00           | 238,917.20            | 4,014.80                    | 98.3%                   |
| Interest                     | 157,119.00           | 0.00                  | 157,119.00                  | 0.0%                    |
| CSCR                         | 10,000.00            | 48,423.03             | 0.00                        | 484.2%                  |
| Indirect Costs               | 406,864.00           | 686,950.43            | 0.00                        | 168.8%                  |
| Cafeteria                    | 3,000,000.00         | 2,781,899.31          | 218,100.69                  | 92.7%                   |
| Donations                    | 0.00                 | 46,952.31             | 0.00                        | 0.0%                    |
| Building Rental              | 150,000.00           | 123,910.75            | 26,089.25                   | 82.6%                   |
| Erate                        | 1,000.00             | 5,616.00              | 0.00                        | 561.6%                  |
| Other Match Tax Receipts     | 445,375.00           | 438,014.83            | 7,360.17                    | 98.3%                   |
| Charter                      | -1,465,723.67        | -1,465,723.67         | 0.00                        | 100.0%                  |
| Choice                       | -721,031.77          | -652,622.71           | -68,409.06                  | 90.5%                   |
| Other Local Revenue          | 562,477.00           | 79,198.59             | 483,278.41                  | 14.1%                   |
| <b>Total Local Funds</b>     | <b>32,843,901.56</b> | <b>32,040,372.91</b>  | <b>803,528.65</b>           | <b>97.6%</b>            |

**Capital School District Financial Report - Revenue**  
**As of March 31, 2022**

|                              | <b>Budget</b>         | <b>Received</b>       | <b>Anticipated<br/>Receipts</b> | <b>Percent<br/>Received</b> |
|------------------------------|-----------------------|-----------------------|---------------------------------|-----------------------------|
| <b>FEDERAL FUNDS</b>         |                       |                       |                                 |                             |
| IDEA Part B                  | 1,734,159.00          | 1,821,811.00          | 0.00                            | 105.1%                      |
| Title I                      | 3,729,179.00          | 3,725,323.00          | 3,856.00                        | 99.9%                       |
| Title II                     | 686,710.00            | 686,710.00            | 0.00                            | 100.0%                      |
| Title III                    | 43,230.00             | 46,230.00             | 0.00                            | 106.9%                      |
| Perkins                      | 235,172.00            | 235,172.00            | 0.00                            | 100.0%                      |
| Other Federal Revenue        | 1,000,000.00          | 1,403,243.00          | 0.00                            | 140.3%                      |
| <b>Total Federal Funds</b>   | <b>7,428,450.00</b>   | <b>7,918,489.00</b>   | <b>0.00</b>                     | <b>106.6%</b>               |
| <b>Grand Total All Funds</b> | <b>120,890,928.28</b> | <b>166,727,908.60</b> | <b>0.00</b>                     | <b>137.9%</b>               |

## Budget List

Division: 13 - Capital School District ▼

Budget Year/Budget Ref: 2022 ▼

Option: Current BudgetRef ▼

Operating Unit: 99900000 - Board Of Ed/District Expenses ▼

Option: ☐ Show Expended Payroll Transactions.  
(This column is a subset of Total Expended transactions)

[Run Report](#)

Percent of Fiscal Year days included: 75.3%      Percent of Payrolls included in FY: 76.9% (20 of 26)

| Program | Description           | Budget                    | Encumbered           | Encumbered Pct | Expended                  | Expended Pct | Balance                   | Total Pct |
|---------|-----------------------|---------------------------|----------------------|----------------|---------------------------|--------------|---------------------------|-----------|
| 99999   | Default Program Code  | <u>\$61,460.00</u>        | \$0.00               | 0.0%           | <u>\$1,442.89</u>         | 2.3%         | <u>\$60,017.11</u>        | 2.3%      |
| 95000   | General               | \$0.00                    | \$0.00               | -              | <u>\$2,195.50</u>         | -            | <u>(\$2,195.50)</u>       | -         |
| 95092   | Production Center     | \$0.00                    | \$0.00               | -              | <u>\$4,250.00</u>         | -            | <u>(\$4,250.00)</u>       | -         |
| 95408   | Conferences           | \$0.00                    | \$0.00               | -              | <u>\$9,453.00</u>         | -            | <u>(\$9,453.00)</u>       | -         |
| 95451   | Postage               | \$0.00                    | \$0.00               | -              | <u>\$152.36</u>           | -            | <u>(\$152.36)</u>         | -         |
| 95457   | Professional Services | \$0.00                    | \$0.00               | -              | <u>\$3,272.50</u>         | -            | <u>(\$3,272.50)</u>       | -         |
| 95491   | Supervisor            | \$0.00                    | \$0.00               | -              | <u>\$31.12</u>            | -            | <u>(\$31.12)</u>          | -         |
| 95493   | Supplies              | \$0.00                    | \$0.00               | -              | <u>\$581.86</u>           | -            | <u>(\$581.86)</u>         | -         |
| 99586   | Architect Fees        | \$0.00                    | \$0.00               | -              | <u>\$0.00</u>             | -            | \$0.00                    | -         |
|         |                       | <u>Total: \$61,460.00</u> | <u>Total: \$0.00</u> | 0.0%           | <u>Total: \$21,379.23</u> | 34.8%        | <u>Total: \$40,080.77</u> | 34.8%     |

Budget List

Division:13 - Capital School District ▼

Budget Year/Budget Ref:2022 ▼

Option:Current BudgetRef ▼

Operating Unit:99940100 - Contingency ▼

Option:

☐ Show Expended Payroll Transactions.  
(This column is a subset of Total Expended transactions)

Run Report

Percent of Fiscal Year days included: 75.3%      Percent of Payrolls included in FY: 76.9% (20 of 26)

| Program | Description          | Budget                     | Encumbered           | Encumbered Pct | Expended             | Expended Pct | Balance                    | Total Pct |
|---------|----------------------|----------------------------|----------------------|----------------|----------------------|--------------|----------------------------|-----------|
| 99999   | Default Program Code | <u>\$110,000.00</u>        | \$0.00               | 0.0%           | \$0.00               | 0.0%         | \$110,000.00               | 0.0%      |
|         |                      | <u>Total: \$110,000.00</u> | <u>Total: \$0.00</u> | 0.0%           | <u>Total: \$0.00</u> | 0.0%         | <u>Total: \$110,000.00</u> | 0.0%      |

CAPITAL SCHOOL DISTRICT  
MAJOR CAPITAL EXPENDITURE  
03/31/22

| <b>FYB</b> | <b>APPR</b> | <b>Title</b>           | <b>End Date</b> | <b>Budget</b>         | <b>Encumbered</b>    | <b>Current Year<br/>Expended</b> | <b>Prior Year<br/>Expense</b> | <b>Available</b>     |
|------------|-------------|------------------------|-----------------|-----------------------|----------------------|----------------------------------|-------------------------------|----------------------|
| 2022       | 50311       | Capital, Construct 800 | 06/30/24        | 20,792,800.00         | -                    | -                                | -                             | 20,792,800.00        |
| 2020       | 50345       | Capital, Construct 800 | 06/30/22        | 18,359,375.00         | 9,702,095.33         | 2,548,073.97                     | 6,062,388.51                  | 46,817.19            |
| 2021       | 50345       | Capital, Construct 800 | 06/30/23        | 36,642,125.00         | 10,545,024.82        | 21,506,029.80                    | 4,589,551.47                  | 1,518.91             |
| 2022       | 50345       | Capital, Construct 800 | 06/30/24        | 19,839,200.00         | 15,980,803.62        | 2,616,545.98                     | -                             | 1,241,850.40         |
| 2021       | 50498       | Capital, Construct Ken | 06/30/23        | 2,864,200.00          | 385,160.92           | 1,914,839.08                     | -                             | 564,200.00           |
| 2022       | 50312       | Capital, Convert Willi | 06/30/24        | 6,630,000.00          | -                    | -                                | -                             | 6,630,000.00         |
| 2022       | 50313       | Capital, Convert Willi | 06/30/24        | 4,289,200.00          | -                    | -                                | -                             | 4,289,200.00         |
|            |             |                        |                 | <b>109,416,900.00</b> | <b>36,613,084.69</b> | <b>28,585,488.83</b>             | <b>10,651,939.98</b>          | <b>33,566,386.50</b> |

CAPITAL SCHOOL DISTRICT  
FEDERAL REPORT  
03/31/22

| FYB  | APPR  | Title                  | End Date | Budget               | Encumbered        | Current Year<br>Expended | Prior Year<br>Expense | Available            | % Spent |
|------|-------|------------------------|----------|----------------------|-------------------|--------------------------|-----------------------|----------------------|---------|
| 2020 | 40114 | Iasa Title Ii: Prof D  | 11/30/22 | 641,014.00           | -                 | -                        | 641,014.00            | -                    | 100%    |
| 2021 | 40114 | Iasa Title Ii: Prof D  | 11/30/22 | 660,467.00           | -                 | 434,689.93               | 32,811.33             | 192,965.74           | 71%     |
| 2022 | 40114 | Iasa Title Ii: Prof D  | 11/30/23 | 686,710.00           | -                 | 321.44                   | -                     | 686,388.56           | 0%      |
| 2020 | 40240 | 21St Century Learning  | 11/30/22 | 1,503,291.38         | -                 | 165,939.54               | 1,337,351.84          | -                    | 100%    |
| 2021 | 40240 | 21St Century Learning  | 07/30/22 | 1,062,499.67         | 18,451.93         | 713,420.60               | 151,542.86            | 179,084.28           | 83%     |
| 2020 | 40532 | Title IV               | 11/30/22 | 384,801.00           | -                 | 81,194.00                | 300,607.00            | 3,000.00             | 99%     |
| 2021 | 40532 | Title IV               | 11/30/22 | 393,953.00           | -                 | 270,485.28               | 29,638.96             | 93,828.76            | 76%     |
| 2022 | 40532 | Title IV               | 11/30/23 | 400,443.00           | -                 | 9,702.91                 | -                     | 390,740.09           | 2%      |
| 2020 | 40554 | Title I                | 11/30/22 | 3,456,320.00         | -                 | -                        | 3,456,320.00          | -                    | 100%    |
| 2021 | 40554 | Title I                | 11/30/22 | 3,845,831.00         | 22,826.16         | 654,095.94               | 3,151,893.05          | 17,015.85            | 100%    |
| 2022 | 40554 | Title I                | 11/30/23 | 3,725,323.00         | 3,042.20          | 2,051,166.45             | -                     | 1,671,114.35         | 55%     |
| 2020 | 40560 | English Acquisition    | 11/30/22 | 34,829.00            | -                 | -                        | 34,829.00             | -                    | 100%    |
| 2021 | 40560 | English Acquisition    | 11/30/22 | 45,504.00            | -                 | (12,225.13)              | 34,786.12             | 22,943.01            | 50%     |
| 2022 | 40560 | English Acquisition    | 11/30/23 | 46,230.00            | -                 | 14,883.50                | -                     | 31,346.50            | 32%     |
| 2019 | 40564 | Idea-B                 | 11/30/21 | 1,682,358.06         | -                 | -                        | 1,682,358.06          | -                    | 100%    |
| 2020 | 40564 | Idea-B                 | 11/30/21 | 1,683,719.00         | -                 | -                        | 1,683,719.00          | -                    | 100%    |
| 2021 | 40564 | Idea-B                 | 11/30/22 | 1,709,601.00         | -                 | 373,639.58               | 1,335,961.42          | -                    | 100%    |
| 2022 | 40564 | Idea-B                 | 11/30/23 | 1,751,303.00         | -                 | 798,700.71               | -                     | 952,602.29           | 46%     |
| 2020 | 40565 | Idea Preschool         | 11/30/21 | 67,409.00            | -                 | -                        | 67,409.00             | -                    | 100%    |
| 2021 | 40565 | Idea Preschool         | 11/30/22 | 70,053.00            | -                 | 48,129.91                | 17,393.42             | 4,529.67             | 94%     |
| 2022 | 40565 | Idea Preschool         | 11/30/23 | 70,508.00            | -                 | -                        | -                     | 70,508.00            | 0%      |
| 2020 | 40570 | Homeless               | 11/30/22 | 63,131.76            | -                 | 5,597.40                 | 57,534.36             | -                    | 100%    |
| 2021 | 40570 | Homeless               | 09/30/22 | 25,000.00            | -                 | 24,873.11                | -                     | 126.89               | 99%     |
| 2019 | 40590 | Project AWARE          | 10/29/21 | 79,824.51            | -                 | -                        | 79,824.51             | -                    | 100%    |
| 2020 | 40590 | Project AWARE          | 10/29/21 | 116,010.36           | -                 | 77,461.08                | 38,549.28             | -                    | 100%    |
| 2021 | 40590 | Project AWARE          | 10/29/21 | 38,000.00            | -                 | 7,558.33                 | 30,441.67             | -                    | 100%    |
| 2019 | 41015 | Career Tech            | 11/30/21 | 249,695.39           | -                 | -                        | 249,695.39            | -                    | 100%    |
| 2020 | 41015 | Career Tech            | 11/30/21 | 248,639.00           | -                 | 40,595.98                | 208,043.02            | -                    | 100%    |
| 2021 | 41015 | Career Tech            | 11/30/22 | 223,144.00           | -                 | 141,169.50               | 81,974.50             | -                    | 100%    |
| 2021 | 41015 | Career Tech            | 11/30/22 | 223,144.00           | -                 | 141,169.50               | 81,974.50             | -                    | 100%    |
| 2021 | 40715 | ARP COVID ESSER III Hc | 11/30/24 | 228,109.00           | -                 | 15,574.07                | -                     | 212,534.93           | 7%      |
| 2020 | 40730 | School Emergency Relie | 11/30/22 | 2,997,113.00         | -                 | 28,415.65                | 2,935,361.83          | 33,335.52            | 99%     |
| 2021 | 40730 | School Emergency Relie | 11/30/23 | 11,901,474.00        | 717,240.98        | 4,103,868.36             | -                     | 7,080,364.66         | 41%     |
| 2020 | 40768 | Gov Emrg Ed Rel Fund C | 12/30/22 | 334,615.00           | -                 | 63,215.00                | 271,400.00            | -                    | 100%    |
| 2021 | 40820 | ARP COVID School Emg I | 11/30/24 | 26,915,789.00        | 8,355.27          | 1,411,612.64             | -                     | 25,495,821.09        | 5%      |
|      |       |                        |          | <b>67,565,856.13</b> | <b>769,916.54</b> | <b>11,665,255.28</b>     | <b>17,992,434.12</b>  | <b>37,138,250.19</b> |         |

Susan Durham, Finance Director  
Mary Karol, Assistant Finance Director  
Cheryl Bundeck, Assessment Supervisor

Kent



County

Kent County  
Administration Complex  
555 Bay Road  
Dover, DE 19901  
PHONE: (302) 744-2401  
(Handicapped Accessible)

## Assessment Office

March 15 2022

Capital School District  
C/O Ade Kuforiji, Chief Financial Officer  
198 Commerce Way  
Dover, Delaware 19904

RE: Tax exemption request parcel      2-05-077.05-03-07.00/000  
Central Delaware Habitat For Humanity

Dear Mr. Kuforiji:

The owner of the property captioned above has requested exemption from county government and school district taxes. A copy of their request is enclosed.

Please be advised that any opinion regarding this exemption request that you care to express could influence the Board of Assessment's recommendation. Most importantly, if you know of a reason why these properties do not qualify for exemption under the state statute, the Assessment Review Board respectfully requests that you inform the Board of such reason, in writing, by the date below.

An example of non-qualification would be property owned by a religious organization but held for investment purposes. Another example would be property owned by a school, but used for other than educational purposes.

The Board will vote to grant or deny the exemption request at their next meeting. Lack of response by April 22, 2022 will be understood by the Board as an indication of your agreement to the exemption request.

Thank you for your attention to this matter. Please contact me with any questions you may have.

Very truly yours,

  
Cheryl A. Bundeck, AAS

Assessment Supervisor

302-744-2326

[Cheryl.Bundeck@co.kent](mailto:Cheryl.Bundeck@co.kent)

Enclosures



KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES

Parcel Number: 2-05-077.05-03-07.00/000 Date: 03-01-2022

Owner's Name: Central DE Habitat for Humanity

Address of Parcel: 39 S. New St Dover

Address of Tax Bill: 2311 S. Dupont Hwy Dover - 19901

1. Type of Exemption sought (**check only one**)

Government (including public schools): \_\_\_\_\_

Educational \_\_\_\_\_

Religious \_\_\_\_\_

Charitable X

Parkland \_\_\_\_\_

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary.

to build affordable housing

3. Is any part of this property ever rented? YES NO If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.
4. Is there a fee schedule for use of facilities or receipt of services? YES NO If YES, attach fee schedule.
5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9.

6. If seeking exemption as a **Charity**, attach a copy of 501(c)3 letter from the Internal Revenue Service. **Provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.**

7. If seeking exemption as **Religious (church)** or **Charity**, provide documentation showing the property is held for charitable purposes and not held by way of investment as listed in Title 9 Sec. 8105.

8. If seeking exemption as **Parkland**, attach a copy of the Certificate of Incorporation, By-Laws, and Declaration. Parkland exemptions must meet guidelines set forth in Title 9 Sec. 8110 of the Delaware Code.

I HEREBY AFFIRM THAT ALL INFORMATION PROVIDED HEREIN IS TRUE TO THE BEST OF MY KNOWLEDGE.

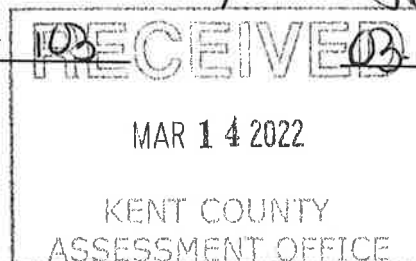
Central DE Habitat for Humanity  
Organization

302-526-2366 ext 103  
Telephone Number

[Signature]  
Signature and Title

executive director

03-01-2022  
Date



Susan Durham, Finance Director  
Mary Karol, Assistant Finance Director  
Cheryl Bundek, Assessment Supervisor

Kent



County

Kent County  
Administration Complex  
555 Bay Road  
Dover, DE 19901  
PHONE: (302) 744-2401  
(Handicapped Accessible)

## Assessment Office

March 14 2022

Capital School District  
C/O Ade Kuforiji, Chief Financial Officer  
198 Commerce Way  
Dover, Delaware 19904

RE: Tax exemption request parcel      2-00-075.04-02-08.00/000; 2-00-075.04-01-98.00/000;  
2-00-075.04-01-99.00/000  
Quails Nest Homeowners Association

Dear Mr. Kuforiji:

The owner of the property captioned above has requested exemption from county government and school district taxes. A copy of their request is enclosed.

Please be advised that any opinion regarding this exemption request that you care to express could influence the Board of Assessment's recommendation. Most importantly, if you know of a reason why these properties do not qualify for exemption under the state statute, the Assessment Review Board respectfully requests that you inform the Board of such reason, in writing, by the date below. An example of non-qualification would be property owned by a religious organization but held for investment purposes. Another example would be property owned by a school, but used for other than educational purposes.

The Board will vote to grant or deny the exemption request at their next meeting. Lack of response by April 22, 2022 will be understood by the Board as an indication of your agreement to the exemption request.

Thank you for your attention to this matter. Please contact me with any questions you may have.

Very truly yours,

  
Cheryl A. Bundek, AAS

Assessment Supervisor

302-744-2326

[Cheryl.Bundek@co.kent.de](mailto:Cheryl.Bundek@co.kent.de)

Enclosures



KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES

RECEIVED

FEB 28 2022

KENT COUNTY  
ASSESSMENT

Parcel Number: 2-00-075.04-02-08.00/000 Date: 2/24/22

Owner's Name: Quails Nest HOA Acct # 80471

Contact Person: Corey Crawford Phone No. (302) 270-2549

Address of Parcel: Quails Nest Open Space, 8.7A Red Tail Dr

Address of Tax Bill: P.O. Box 1444, Dover DE 19903

1. Type of Exemption sought (check only one)

Government (including public schools):

Educational

Parkland

☒

Charitable

Religious

Documentation required:

☐ Papers of Incorporation

☐ Copy of 501(c)3

☐ IRS 990 (Latest)

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary. Walking, exercising - daily picnics - as requested

3. Is any part of this property ever rented? YES ☐ NO ☒ If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.

4. Is there a fee schedule for use of facilities or receipt of services? YES ☐ NO ☒ If YES, attach fee schedule.

5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9. N/A

6. If seeking exemption as a **Charity**, please provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.

7. If seeking exemption as **Religious (church)** or **Charity**, provide documentation showing the property is held for charitable purposes and not held by way of investment as listed in Title 9 Sec. 8105.

8. If seeking exemption as **Parkland**, attach a copy of the By-Laws, and Declaration. Parkland exemptions must meet guidelines set forth in Title 9 Sec. 8110 of the Delaware Code.

I HEREBY AFFIRM THAT ALL THE INFORMATION PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE:

Quails Nest HOA

Organization

CyEd, VP, QN HOA

Signature and Title

(302) 270-2549

Telephone Number

2/24/22

Date

Return to: Kent County Assessment Office, 555 Bay Rd, Dover, DE 19901



KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES

Parcel Number: 2-00-075.04-01-98.00/000 Date: 2/24/22

Owner's Name: Quails Nest HOA Acct # 80462

Contact Person: Corey Crawford Phone No. (302) 270-2549

Address of Parcel: Quails Nest Storm Mgmt, 7.3A Quails Nest Dr

Address of Tax Bill: P.O. Box 1444, Dover DE 19903

1. Type of Exemption sought (check only one)

Government (including public schools):

Educational

Parkland



Charitable

Religious

Documentation required:

☐ Papers of Incorporation

☐ Copy of 501(c)3

☐ IRS 990 (Latest)

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary. walking - daily

3. Is any part of this property ever rented? YES ☐ NO ☒ If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.

4. Is there a fee schedule for use of facilities or receipt of services? YES ☐ NO ☒ If YES, attach fee schedule.

5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9. N/A

6. If seeking exemption as a **Charity**, please provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.

7. If seeking exemption as **Religious (church)** or **Charity**, provide documentation showing the property is held for charitable purposes and not held by way of investment as listed in Title 9 Sec. 8105.

8. If seeking exemption as **Parkland**, attach a copy of the By-Laws, and Declaration. Parkland exemptions must meet guidelines set forth in Title 9 Sec. 8110 of the Delaware Code.

I HEREBY AFFIRM THAT ALL THE INFORMATION PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE:

Quails Nest HOA

Organization

CyEd, VP, QN HOA

Signature and Title

(302) 270-2549

Telephone Number

2/24/22

Date

Return to: Kent County Assessment Office, 555 Bay Rd, Dover, DE 19901



KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES

Parcel Number: 2-00-075.04-01-99.00/000 Date: 2/24/22

Owner's Name: Quails Nest HOA Acct # 80463

Contact Person: Corey Crawford Phone No. (302) 270-2549

Address of Parcel: Quails Nest Open Space, 29.8A

Address of Tax Bill: P.O. Box 1444, Dover DE 19903

1. Type of Exemption sought (check only one)

Government (including public schools):

Educational

Parkland



Charitable

Religious

Documentation required:

☐ Papers of Incorporation

☐ Copy of 501(c)3

☐ IRS 990 (Latest)

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary.

walking / exercise - daily  
picnics - as requested

3. Is any part of this property ever rented? YES ☐ NO ☒ If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.

4. Is there a fee schedule for use of facilities or receipt of services? YES ☐ NO ☒ If YES, attach fee schedule.

5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9. N/A

6. If seeking exemption as a **Charity**, please provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.

7. If seeking exemption as **Religious (church)** or **Charity**, provide documentation showing the property is held for charitable purposes and not held by way of investment as listed in Title 9 Sec. 8105.

8. If seeking exemption as **Parkland**, attach a copy of the By-Laws, and Declaration. Parkland exemptions must meet guidelines set forth in Title 9 Sec. 8110 of the Delaware Code.

I HEREBY AFFIRM THAT ALL THE INFORMATION PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE.

Quails Nest HOA

Organization

(302) 270-2549

Telephone Number

CyEd, VP, QN HOA

Signature and Title

2/24/22

Date

Return to: Kent County Assessment Office, 555 Bay Rd, Dover, DE 19901

Susan Durham, Finance Director  
Mary Karol, Assistant Finance Director  
Cheryl Bundek, Assessment Supervisor

Kent



County

## Assessment Office

Kent County  
Administration Complex  
555 Bay Road  
Dover, DE 19901  
PHONE: (302) 744-2401  
(Handicapped Accessible)

March 14 2022

Capital School District  
C/O Ade Kuforiji, Chief Financial Officer  
198 Commerce Way  
Dover, Delaware 19904

RE: Tax exemption request parcel      2-05-077.09-05-18.00/000; 2-05-077.09-05-19.00/000  
Sewell C. Biggs Trust

Dear Mr. Kuforiji:

The owner of the property captioned above has requested exemption from county government and school district taxes. A copy of their request is enclosed.

Please be advised that any opinion regarding this exemption request that you care to express could influence the Board of Assessment's recommendation. Most importantly, if you know of a reason why these properties do not qualify for exemption under the state statute, the Assessment Review Board respectfully requests that you inform the Board of such reason, in writing, by the date below. An example of non-qualification would be property owned by a religious organization but held for investment purposes. Another example would be property owned by a school, but used for other than educational purposes.

The Board will vote to grant or deny the exemption request at their next meeting. Lack of response by April 22, 2022 will be understood by the Board as an indication of your agreement to the exemption request.

Thank you for your attention to this matter. Please contact me with any questions you may have.

Very truly yours,

A handwritten signature in cursive script that reads "Cheryl A. Bundek".

Cheryl A. Bundek, AAS  
Assessment Supervisor  
302-744-2326  
[Cheryl.Bundek@co.kent](mailto:Cheryl.Bundek@co.kent)  
Enclosures



**KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES**

Parcel Number: Platt # 18 and #19 Date: 2/18/2022

Owner's Name: Sewell C. Biggs Trust (dba Biggs Museum of American Art)

Address of Parcel: 15 and 21 The Green, Dover, DE 19901

Address of Tax Bill: Biggs Museum, 406 Federal St. Dover, DE 19901

1. Type of Exemption sought (**check only one**)

Government (including public schools): \_\_\_\_\_ Charitable X  
Educational X Parkland \_\_\_\_\_  
Religious \_\_\_\_\_

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary.  
Public art museum presenting art education and educational programs to the community and the region

3. Is any part of this property ever rented? YES NO If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.

4. Is there a fee schedule for use of facilities or receipt of services? YES NO If YES, attach fee schedule.

5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9.

The Sewell C. Biggs Trust (Biggs Museum) is a "corporation created for charitable purposes and not held by way of improvement" incorporated in 1989

6. If seeking exemption as a **Charity**, attach a copy of 501(c)3 letter from the Internal Revenue Service. **Provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.** N/A

7. If seeking exemption as **Religious (church)** or **Charity**, provide documentation showing the property is held for charitable purposes and not held by way of investment as listed in Title 9 Sec. 8105.

8. If seeking exemption as **Parkland**, attach a copy of the Certificate of Incorporation, By-Laws, and Declaration. Parkland exemptions must meet guidelines set forth in Title 9 Sec. 8110 of the Delaware Code. 501(c)(3) IRS statement attached  
N/A; Mission, Vision, Values and DEAI statements attached

I HEREBY AFFIRM THAT ALL INFORMATION PROVIDED HEREIN IS TRUE TO THE BEST OF MY KNOWLEDGE.

Sewell C. Biggs Trust

Organization

302.674.2111 Ext. 102 OR 101

Telephone Number

Charles A. [Signature]

Signature and Title

2-25-22

Date

Susan Durham, Finance Director  
Mary Karol, Assistant Finance Director  
Cheryl Bundek, Assessment Supervisor

Kent



County

Kent County  
Administration Complex  
555 Bay Road  
Dover, DE 19901  
PHONE: (302) 744-2401  
(Handicapped Accessible)

## Assessment Office

March 15 2022

Capital School District  
C/O Ade Kuforiji, Chief Financial Officer  
198 Commerce Way  
Dover, Delaware 19904

RE: Tax exemption request parcel      2-05-077.05-03-07.00/000  
Central Delaware Habitat For Humanity

Dear Mr. Kuforiji:

The owner of the property captioned above has requested exemption from county government and school district taxes. A copy of their request is enclosed.

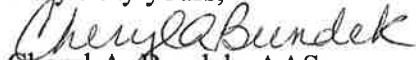
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An example of non-qualification would be property owned by a religious organization but held for investment purposes. Another example would be property owned by a school, but used for other than educational purposes.

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Thank you for your attention to this matter. Please contact me with any questions you may have.

Very truly yours,

  
Cheryl A. Bundek, AAS

Assessment Supervisor

302-744-2326

[Cheryl.Bundek@co.kent](mailto:Cheryl.Bundek@co.kent)

Enclosures



KENT COUNTY ASSESSMENT OFFICE  
APPLICATION FOR EXEMPTION FROM PROPERTY TAXES

Parcel Number: 2-05-077.05-03-07.00/000 Date: 03-01-2022

Owner's Name: Central DE Habitat for Humanity

Address of Parcel: 39 S. New St Dover

Address of Tax Bill: 2311 S. Dupont Hwy Dover - 19901

1. Type of Exemption sought (**check only one**)

Government (including public schools): \_\_\_\_\_

Educational \_\_\_\_\_

Religious \_\_\_\_\_

Charitable X

Parkland \_\_\_\_\_

2. Describe the exempt activities which take place on the property. Explain type(s) of recreational use and frequency of such use. Attach extra sheet if necessary.

to build affordable housing

3. Is any part of this property ever rented? YES NO If YES, attach explanation describing tenants, the leased premises, duration of rental period, and all other information pertinent to this issue.

4. Is there a fee schedule for use of facilities or receipt of services? YES NO If YES, attach fee schedule.

5. If seeking a **Government** exemption, attach explanation of how the property will be used for the public good, meeting guidelines set forth in Title 9.

6. If seeking exemption as a **Charity**, attach a copy of 501(c)3 letter from the Internal Revenue Service. **Provide evidence of existence of charitable organization prior to July 14, 1988 or addition to list of specific organizations listed in Title 9 Sec. 8106.**

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I HEREBY AFFIRM THAT ALL INFORMATION PROVIDED HEREIN IS TRUE TO THE BEST OF MY KNOWLEDGE.

Central DE Habitat for Humanity

Organization

302-526-2366 ext 103

Telephone Number

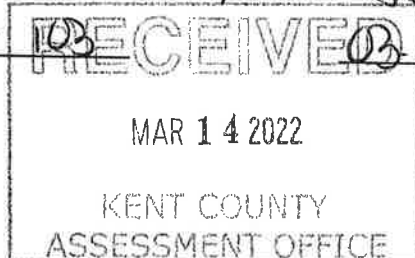
[Signature]

Signature and Title

executive director

Date

03-01-2022



Susan Durham, Finance Director  
Mary Karol, Assistant Finance Director  
Cheryl Bundeck, Assessment Supervisor

Kent



County

Kent County  
Administration Complex  
555 Bay Road  
Dover, DE 19901  
PHONE: (302) 744-2401  
(Handicapped Accessible)

## Assessment Office

March 14 2022

Capital School District  
C/O Ade Kuforiji, Chief Financial Officer  
198 Commerce Way  
Dover, Delaware 19904

RE: Tax exemption request parcel      2-00-075.04-02-08.00/000; 2-00-075.04-01-98.00/000;  
2-00-075.04-01-99.00/000  
Quails Nest Homeowners Association

Dear Mr. Kuforiji:

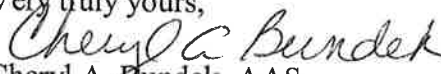
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Thank you for your attention to this matter. Please contact me with any questions you may have.

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Cheryl A. Bundeck, AAS

Assessment Supervisor

302-744-2326

[Cheryl.Bundeck@co.kent](mailto:Cheryl.Bundeck@co.kent)

Enclosures