City of Dover

# COMMITTEES, COMMISSIONS, AND BOARDS

The City of Dover encourages citizen participation in government processes and welcomes your interest in serving on a City committee, commission, or board. Citizens who serve on boards and commissions help to enhance diversity and ensure quality services to meet the needs of our growing City. Their activities help shape and influence public policy because they lend a more diverse viewpoint for the City Council to consider. If you are interested in serving as a member of a committee, commission, or board, please submit an application for consideration at the following link: Submit Application Here

The City of Dover committees, commissions, and boards are listed below. For additional details, including membership, please click on the committee link from the list. Agendas, packets, and minutes for all meetings are available at the following link: https://www.cityofdover.com/meetings.

| COMMITTEES, COMMISSIONS, AND BOARDS |
|---|
| Awards Committee |
| Board of Adjustment |
| Board of Assessment Appeals |
| Code Board of Appeals |
| Committee of the Whole |
| Committee of the Whole Sub-Committees (Legislative, Finance, and Administration; Parks, Recreation, and Community Enhancement; Safety Advisory and Transportation; and Utility) |
| Construction and Property Maintenance Code Board of Appeals |
| Dover Fourth of July Celebration Committee |
| Dover Housing Authority |
| Dover Public Library Advisory Commission |
| Dover/Kent County MPO Council |
| Downtown Dover Partnership Board of Directors |
| Economic Development Committee |

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| Election Board |
| Ethics Commission |
| General Employee Pension Plan Board |
| Historic District Commission |
| Human Relations Commission |
| Kent County Tourism Board of Directors |
| Kent Economic Partnership Board of Directors |
| Other Post-Employment Benefits (OPEB) Board |
| Planning Commission |
| Police Pension Plan - Retirement Committee |
| Public Advisory Committee of the Dover/Kent County MPO |
| Silver Lake Commission |

## AWARDS COMMITTEE

The Awards Committee shall make recommendations to the City Council for awards of the City of Dover Medal.

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| **ENABLING LEGISLATION:** | City of Dover Code, Chapter 2 - Administration, Article I - In General, Section 2-1(f) |
| **NUMBER OF MEMBERS:** | Three (3) members |
| **APPOINTED BY:** | Mayor |
| **CHAIR SELECTED BY:** | Mayor |
| **APPOINTMENT REQUIREMENTS:** | N/A |
| **APPOINTMENT RESTRICTIONS:** | No City employee, a retired employee, a volunteer firefighter, or appointed or elected officials shall be eligible to serve. |
| **REPORTING REQUIREMENTS:** | N/A |
| **TERM LENGTH/EXPIRATION:** | N/A |
| **MEETING DATE/TIME/LOCATION:** | Called as needed/Location to be announced. |
| **COMPENSATION FOR MEMBERS:** | Members serve without compensation. |
| **CONTACT INFORMATION:** | City Clerk's Office<br>15 Loockerman Plaza<br>Dover, Delaware 19901<br>(302) 736-7008<br>cityclerk@doverde.gov |

## CURRENT MEMBERS AND TERM EXPIRATION

Mrs. Peggy Angel
Mr. Ronald R. Gough
Mrs. Georgia Van Sant

BACK TO TOP OF PAGE

## BOARD OF ADJUSTMENT

To review appeals by any person aggrieved or by any officer, department, board, or bureau of the City affected by any decision of the administrative officer.

**ENABLING LEGISLATION:** City of Dover Code, Appendix B - Zoning, Article 9 - Board of Adjustment; 22 Del. C. § 301 et seq. and §§ 321-323

**NUMBER OF MEMBERS:** No less than three (3) nor more than five (5)

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by the membership.

**APPOINTMENT REQUIREMENTS:** Shall be a resident of the City. Shall have knowledge of the problems of urban and rural development (22 Del. C. §§ 321-323)

**APPOINTMENT RESTRICTIONS:** At the time of appointment and throughout the term of office, shall not be candidates nor members of the legislative body nor employees of the City (22 Del. C. §§ 321-323)

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** Three (3) years (staggered)/July

**MEETING DATE/TIME/LOCATION:** Third (3rd) Wednesday of each month/9:00 a.m./City Hall Council Chambers (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(9) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:**
Department of Planning and Community Development
15 Loockerman Plaza
Dover, DE 19901
(302) 736-7196
CompPlan@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Carylin C. Brinkley (7/28)
Clarence C. Wagner (7/29)
Albert W. Holmes (7/28)
Ronald L. Coburn, Jr, Vice Chair (7/27)
Richard D. Senato, Chair (7/27)

BACK TO TOP OF PAGE

## BOARD OF ASSESSMENT APPEALS

Shall hear the appeals of all taxpayers dissatisfied with the assessment of their properties.

**ENABLING LEGISLATION:** City of Dover Charter, Article IV - Financial Affairs, Section 47 - General Assessment; Levy on Utility Property; City of Dover Code - Chapter 102 - Taxation, Article VI - Exemptions; Board of Assessment Appeals

**NUMBER OF MEMBERS:** Not less than three (3) civilian members

**APPOINTED BY:** Designated by City Council

**CHAIR SELECTED BY:**

**APPOINTMENT REQUIREMENTS:** Shall be qualified voters of the city and have experience in the state in one of the following fields:

(1) Real estate brokerage of sales; (2) Property appraisal/assessments; (3) Real property law; (4) Accounting.

**APPOINTMENT RESTRICTIONS:** N/A

**REPORTING REQUIREMENTS:** Shall report their findings.

**TERM LENGTH/EXPIRATION:** Four (4) years (staggered)/March

**MEETING DATE/TIME/LOCATION:** Appeals hearings set by City Council during the first meeting in March. Notice of the posting of the copies of the general assessment and of the place and time of the meetings of the board of assessment appeals shall be published in at least one issue of a newspaper published in the city / City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(3) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:** Tax Assessor's Office
5 East Reed Street
Dover, Delaware 19901
(302) 736-7022
TaxAssesors@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

William Garfinkel, Accounting, Chair (3/29)
John G. Davis Jr., Undesignated (3/29)
Douglas Doyle, Real Estate Brokerage of Sales (3/30)
Cecilia A. Jones, Undesignated (3/30)

BACK TO TOP OF PAGE

## CODE BOARD OF APPEALS

To hear appeals from individuals aggrieved by decisions made by the official code. This does not include anything under Chapter 22 and Chapter 46.

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| **ENABLING LEGISLATION:** | City of Dover Code – Chapter 1 – General Provisions, Section 1-18 – Code Board of Appeals |
| **NUMBER OF MEMBERS:** | Five (5) members |
| **APPOINTED BY:** | Council President (3)/Mayor (2)/Confirmed by City Council |
| **CHAIR SELECTED BY:** | Elected by the membership. |
| **APPOINTMENT REQUIREMENTS:** | Three (3) Elected City Officials appointed by the Council President, and two (2) city residents, generally selected as a representative of homeowners appointed by the mayor. |
| **APPOINTMENT RESTRICTIONS:** | N/A |
| **REPORTING REQUIREMENTS:** | The determination by the committee shall be final in all cases. |
| **TERM LENGTH/EXPIRATION:** | One (1) year/Second Regular City Council Meeting in May |
| **MEETING DATE/TIME/LOCATION:** | Called as needed/City Hall Conference Room (unless specified otherwise on agenda/notice) |
| **COMPENSATION FOR MEMBERS:** | Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials |
| **CONTACT INFORMATION:** | City Clerk's Office<br>15 Loockerman Plaza<br>Dover, Delaware 19901<br>(302) 736-7008<br>cityclerk@doverde.gov |

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilman Fred A. Neil (5/27)
Councilwoman Julia M. Pillsbury (5/27)
Councilman Roy Sudler, Jr. (5/27)
Representative of Homeowners, Steven Leboon (5/27)
Representative of Homeowners, Belinda Main (5/27)

BACK TO TOP OF PAGE

## COMMITTEE OF THE WHOLE

A standing committee of all members of the City Council with the Council President serving as Chair. The Committee of the Whole shall be an advisory body.

## COMMITTEE OF THE WHOLE SUBCOMMITTEES:

### LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

To advise Council on Charter and Code amendments, and other legislative matters; financial matters; administrative issues, policies, procedures, and operations; and matters relating to the Mayor, Council, and Offices of City Manager, Finance, City Clerk, etc.

**ENABLING LEGISLATION**: City of Dover Code, Chapter 2 - Administration, Article III - Standing Council Committees, Sec. 2-82. Committee of the whole sub-committees. (a)(1) - Legislative, Finance, and Administration Committee

**NUMBER OF MEMBERS:** All members of the City Council and two (2) City residents.

**APPOINTED BY:** Council President (2)/Committee Chair (1)/Confirmed by City Council

**CHAIR SELECTED BY:** Council President

**APPOINTMENT REQUIREMENTS:** One (1) elected City official to serve as Chair. Two (2) others shall be City residents.

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** One (1) year/Annual Council Meeting

**MEETING DATE/TIME/LOCATION**: Tuesday following the Second (2nd) & Fourth (4th) Monday/6:00 p.m. City Council Chambers

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

Councilman David L. Anderson (5/27)
Daniel T. Shevock (Appointed by Council President) (5/27)
William T. Garfinkel (Appointed by Committee Chair) (5/27)

BACK TO TOP OF PAGE

## COMMITTEE OF THE WHOLE SUBCOMMITTEES (Continued)

### PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

To advise Council on parks, playgrounds, open space, and other recreational facilities and programs; matters relating to community enhancements; and matters related to Offices of Parks & Recreation, Planning, Community Development, Library, etc.

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|---|---|
| **ENABLING LEGISLATION**: | City of Dover Code, Chapter 2 - Administration, Article III - Standing Council Committees, Sec. 2-82. Committee of the whole sub-committees. (a)(2) - Parks, Recreation, and Community Enhancement Committee |
| **NUMBER OF MEMBERS:** | All members of the City Council and two (2) City residents. |
| **APPOINTED BY:** | Council President (2)/Committee Chair (1)/Confirmed by City Council |
| **CHAIR SELECTED BY:** | Council President |
| **APPOINTMENT REQUIREMENTS:** | One (1) elected City official to serve as Chair. Two (2) others shall be City residents. |
| **APPOINTMENT RESTRICTIONS:** | |
| **REPORTING REQUIREMENTS:** | |
| **TERM LENGTH/EXPIRATION:** | One (1) year/Annual Council Meeting |
| **MEETING DATE/TIME/LOCATION**: | Tuesday following the Second (2nd) Monday/6:00 p.m. City Council Chambers |
| **COMPENSATION FOR MEMBERS:** | Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials |
| **CONTACT INFORMATION:** | City Clerk's Office<br>15 Loockerman Plaza<br>Dover, Delaware 19901<br>(302) 736-7008<br>cityclerk@doverde.gov |

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Donyale M. Hall, Chair (5/27)
Michael W. Lewis (Appointed by Council President) (5/27)
~~Charles A. Cunningham IV (Appointed by Committee Chair) (5/27)~~ (VACANT)

BACK TO TOP OF PAGE

## COMMITTEE OF THE WHOLE SUBCOMMITTEES (Continued)

### SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

To advise Council on public safety issues, policies, procedures, and operations relative to emergency operations, fire and police services; matters related to Police and Fire Departments, Department of Inspections, etc.

**ENABLING LEGISLATION**: City of Dover Code, Chapter 2 - Administration, Article III - Standing Council Committees, Sec. 2-82. Committee of the whole sub-committees. (a)(3) - Safety Advisory and Transportation Committee

**NUMBER OF MEMBERS:** All members of the City Council and two (2) City residents.

**APPOINTED BY:** Council President (2)/Committee Chair (1)/Confirmed by City Council

**CHAIR SELECTED BY:** Council President

**APPOINTMENT REQUIREMENTS:** One (1) elected City official to serve as Chair. Two (2) others shall be City residents.

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** One (1) year/Annual Council Meeting

**MEETING DATE/TIME/LOCATION**: Tuesday following the Fourth (4th) Monday/6:00 p.m. City Council Chambers

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

Councilman Andre M. Boggerty, Chair (5/27)
Chanda P. Jackson (Appointed by Council President) (5/27)
Christine S. Kemp (Appointed by Committee Chair) (5/27)

BACK TO TOP OF PAGE

## COMMITTEE OF THE WHOLE SUBCOMMITTEES (Continued)

### UTILITY COMMITTEE

To advise Council on the installation, maintenance, repair, etc. of electric, water, sewer, streets, and other infrastructures; utility rates, code amendments; utility issues, policies, procedures, etc.; and matters related to Electric and Public Works Departments.

**ENABLING LEGISLATION:** City of Dover Code, Chapter 2 - Administration, Article III - Standing Council Committees, Sec. 2-82. Committee of the whole sub-committees. (a)(4) - Utility Committee

**NUMBER OF MEMBERS:** All members of the City Council and two (2) City residents.

**APPOINTED BY:** Council President (2)/Committee Chair (1)/Confirmed by City Council

**CHAIR SELECTED BY:** Council President

**APPOINTMENT REQUIREMENTS:** One (1) elected City official to serve as Chair. Two (2) others shall be City residents.

**APPOINTMENT RESTRICTIONS:** N/A

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** One (1) year term/Annual City Council Meeting

**MEETING DATE/TIME/LOCATION:** Tuesday following the Second (2nd) & Fourth (4th) Monday/6:00 p.m. City Council Chambers

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:** City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

Councilman Gerald L. Rocha, Sr. (5/27)
Glen Wilson (Appointed by Committee President) (5/27)
Esosa Iriowen (Appointed by Committee Chair) (5/27)

BACK TO TOP OF PAGE

## CONSTRUCTION AND PROPERTY MAINTENANCE CODE BOARD OF APPEALS

To hear appeals of decisions of the building inspector or fire marshal concerning the provisions of Chapter 22 - Buildings and Building Regulations, Chapter 46 - Fire Prevention and Protection, and Chapter 50 - Floods.

**ENABLING LEGISLATION:** City of Dover Code - Chapter 22 - Buildings and Building Regulations, Article I - In General, Section 22-1 - Construction and Property Maintenance Code Board of Appeals

**NUMBER OF MEMBERS:** Five (5) members

**APPOINTED BY:** Council President (3)/Mayor (2)/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by the membership.

**APPOINTMENT REQUIREMENTS:** Three (3) Elected City Officials appointed by the Council President, (1) city resident appointed by the Mayor to represent homeowners, and (1) representative of the local real estate industry association appointed by the Mayor.

**APPOINTMENT RESTRICTIONS:** N/A

**REPORTING REQUIREMENTS:** The determination by the committee shall be final in all cases.

**TERM LENGTH/EXPIRATION:** One (1) year/Second Regular City Council Meeting in May

**MEETING DATE/TIME/LOCATION:** Called as needed/City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(6) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilman Andre M. Boggerty, Chair (5/27)
Councilman Fred A. Neil (5/27)
Councilman Gerald L. Rocha, Sr. (5/27)
Representative of Homeowners, Matthew D. Campana (5/27)
Representative of Local Real Estate Industry Association, Charles Martin (5/27)

BACK TO TOP OF PAGE

## DOVER FOURTH OF JULY CELEBRATION COMMITTEE

Operates independently in terms of raising and expending funds for the City of Dover 4th of July Celebration.

**ENABLING LEGISLATION:** Council Motion of December 8, 2003

**NUMBER OF MEMBERS:** Not less than five (5) and not more than nine (9)

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Mayor serves in an ex-officio capacity as Chairman.

**APPOINTMENT REQUIREMENTS:**

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** One (1) year/Annual City Council Meeting

**MEETING DATE/TIME/LOCATION:** Called as needed/City Hall Caucus Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Mayor's Office
15 Loockerman Plaza
Dover, DE 19901
302-736-7005
rchristiansen@doverde.gov

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

Mayor Robin R. Christiansen, Chair (ex-officio member)
~~Andrea B. Maucher, President/Vice Chair (5/26)~~ (EXPIRED TERM) (VACANT)
Patricia Marney, Treasurer/Secretary (5/26)
Justin Strickland (5/26)
Carolyn D. Courtney (5/26)
Joan E. Denney (5/26)
Carly A. Johnson (5/26)
~~Brett Scott, Vice-President (5/24)~~ (VACANT)
~~Gail Nemcic (5/18)~~ (EXPIRED TERM) (VACANT)
~~Sarah Zimmerman (5/18)~~ (EXPIRED TERM) (VACANT)

BACK TO TOP OF PAGE

## DOVER HOUSING AUTHORITY

To promote and protect the health, safety, morals, and welfare of the public.

**ENABLING LEGISLATION:** 31 Del. C. §§ 4301 and 4322, inclusive; City of Dover Code - Chapter 22 - Buildings and Building Regulations, Section 22-2 - Housing authority created; purpose

**NUMBER OF MEMBERS:** Six (6) members

**APPOINTED BY:** Three (3) members appointed by the Governor and three (3) members appointed by the Mayor (Staggered terms)

**CHAIR SELECTED BY:** Elected by the Membership.

**APPOINTMENT REQUIREMENTS:** Shall be residents of the area in which the authority operates.

**APPOINTMENT RESTRICTIONS:** Not more than two (2) appointees of the Governor or the Mayor at any one (1) time shall be from the same political party or subdivision thereof.

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** Six (6) years/August 15

**MEETING DATE/TIME/LOCATION:** Meets the fourth (4th) Tuesday of each month/Dover Housing Authority 76 Stevenson Drive, Dover, DE 19901

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Mayor's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7005
rchristiansen@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Mayor's Appointments:
- Todd M. Stonesifer (8/15/27)
- Enrico LePore (8/15/30)
- Robert F. Merritt (8/15/29)

Governor's Appointments:
- Audrey O. Daniels (9/22/22)
- Philip J. McGinnis (9/22/22)
- Sandra Taylor (7/9/19)
- Rufus Mincey, Interim Executive Director/Secretary

BACK TO TOP OF PAGE

## DOVER PUBLIC LIBRARY ADVISORY COMMISSION

To assist the City in the administration and supervision of its public library facility; consider major policies proposed by staff and provide Council with advice on such policies prior to implementation, all grant requests and Long Range Plan, etc.

**ENABLING LEGISLATION:** Resolution - Adopted: November 13, 1989

**NUMBER OF MEMBERS:** Five (5) members and one (1) Council liaison
The Library Director, Director of Community Services, City Manager, and President of The Friends of Dover Library are invited to attend all meetings.

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** President and Vice-President elected during reorganizational meeting each July.

**APPOINTMENT REQUIREMENTS:** N/A
**APPOINTMENT RESTRICTIONS:** N/A
**REPORTING REQUIREMENTS:** N/A
**TERM LENGTH/EXPIRATION:** Five (5) years (staggered)/June 16th
One (1) Member of Council is appointed as a Liaison Member during the Annual City Council Meeting.

**MEETING DATE/TIME/LOCATION:** Third (3rd) Tuesday (alternate months beginning w/January 11:00 a.m./Dover Public Library (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Dover Public Library
35 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7030
Library@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilman Fred Neil (Council Liaison Member) (5/28)
Zachery C. Carter (6/28)
~~Shavon Conyers (6/26)~~ (VACANT)
Jaclyn K. Hale (6/28)
Catherine A. Huffman (6/29)
Annie L. M. Scott (6/28)

BACK TO TOP OF PAGE

## DOVER/KENT COUNTY MPO COUNCIL

To provide a forum for transportation planning and establish transportation programs and policies for Dover's urbanized metropolitan area.

**ENABLING LEGISLATION:** By-Laws

**NUMBER OF MEMBERS:** Six (6) voting members, as follows: Delaware Governor's appointee; DelDOT Secretary, or appointee; DelDOT Delaware Transit Corporation Director; City of Dover Mayor, or appointee; Kent County Levy Court President, or appointee; and Kent County Municipalities' representative, and two (2) non-voting members as follows: Division Administrator, Federal Highway Administration; and Regional Administrator, Federal Highway Administration.

**APPOINTED BY:**

**CHAIR SELECTED BY:** Elected by membership.

**APPOINTMENT REQUIREMENTS:**

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** Kent County Municipalities' representative - Two (2) years/January

**MEETING DATE/TIME/LOCATION:** http://doverkentmpo.delaware.gov/events/

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Mayor's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7005
rchristiansen@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Mayor Robin R. Christiansen

**For full membership, please visit the Dover/Kent County MPO Website at:**
http://doverkentmpo.delaware.gov/doverkent-county-mpo-council/

BACK TO TOP OF PAGE

# DOWNTOWN DOVER PARTNERSHIP BOARD OF DIRECTORS

Promotes and furthers the development of the economic, cultural, and historic resources of the downtown area of the City, and provides for the residents, to the extent that the common good and general welfare of the community is served.

**ENABLING LEGISLATION**: City of Dover Code, Appendix C - Downtown Redevelopment, Article II - Definitions, Section 2 - Downtown Dover Partnership; Certificate of Incorporation; DDP By-laws

**NUMBER OF MEMBERS:** Seventeen (17) members (Appointed from two (2) categories)

**First Category**: (1.a.) Five (5) individuals, either elected or appointed from within the government of the City of Dover including the City Manager, the City Planner, the Mayor (nonvoting), and two (2) members of City Council
(1.b.) One (1) individual from State Legislature or other representative (this individual shall be nominated by the DDP Board President and confirmed by the DDP Board)

**Second Category**: Eleven (11) individuals from the private sector with strong ties and commitment to the revitalization of the downtown Dover area. These individuals must include a resident of the downtown Dover area, a downtown business owner, a downtown retailer, a real estate professional whose practice includes the downtown Dover area, a professional services representative whose practice includes the downtown Dover area, a cultural arts representative, the chief executive officer of Bayhealth or his/her designee, the president of Wesley College or his/her designee and the Director of Kent County Tourism of his/her designee. Two (2) other members must represent nonprofits, other organizations, or individuals with special interest downtown.

**APPOINTED BY:**

**First Category**: (1.a.) Nominated and confirmed by City Council
(1.b.) Nominated by the DDP Board President and confirmed by the DDP Board

**Second Category**: Other than the individuals representing Bayhealth, Wesley College, and the County Tourism office, these individuals will be nominated by an ad hoc nominating committee appointed annually by the DDP Board President and confirmed by the DDP Board.

**APPOINTMENT REQUIREMENTS:** At least five (5) members must own a commercial property within the Business Improvement District or be a designee of such owners.

**APPOINTMENT RESTRICTIONS:** Members in the Second Category should not now hold full-time elected or appointed public office.

**REPORTING REQUIREMENTS:** The Board of Directors shall direct the Executive Director to prepare an Annual Report of the Activities and Annual Financial Statement of the Corporation to be submitted for action at the Annual Meeting which shall thence be forwarded to the City and released to the public.

**TERM LENGTH/EXPIRATION:**

**First Category**: Elected City Officials - One (1) year/Annual Council Meeting

**Second Category**: Vacancies in this category will be nominated by the DDP Board President and confirmed by the DDP Board. Individuals in the second category shall serve a term of three (3) years. These members shall be eligible for re-appointment to the Board for one (1) additional three (3) year term. After two (2) consecutive terms, such an individual must remain off the Board for at least one (1) year. After such hiatus, an individual may be nominated to the Board again. The terms of members shall be staggered so that no more than four (4) positions shall be vacated in anyone (1) year.

**MEETING DATE/TIME/LOCATION**: Fourth (4th) Wednesday/7:30 a.m./City Hall Conference Room (subject to change)

**COMPENSATION FOR MEMBERS:** Members serve without compensation

info@downtowndoverpartnership.com accepts e-mails on behalf of the Downtown Dover Partnership Board of Directors

## CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

City Manager – Sharon J. Duca (ex-officio) City
Planner - ~~Mary Ellen Gray~~ (VACANT)
Mayor Robin R. Christiansen (ex-officio)
Councilwoman Tricia K. Arndt (5/27)
Councilman Roy Sudler, Jr. (5/27)

**For full membership, please visit the Downtown Dover Partnership Website at:**
https://www.downtowndoverpartnership.com/ddp/partnership-board-staff/

BACK TO TOP OF PAGE

## ECONOMIC DEVELOPMENT COMMITTEE

Promote the economic interests of the City of Dover, formulate recommendations to Council and staff, and coordinate with staff, other government bodies and institutions, the business community, and the public on economic development matters.

**ENABLING LEGISLATION:** During the Special Council Meeting - Budget Review of May 26, 2016, City Council dissolved the City's Economic Development Office and created an Economic Development Committee within the City. Resolution No. 2016-11 Adopted: September 26, 2016; and Council Motion of October 24, 2016; Resolution No. 2020-09 amending Resolution No. 2016-11

**NUMBER OF MEMBERS:** Eight (8) Members, as follows: the Mayor (ex-officio, non-voting); Two members of City Council to be appointed by the Council President and confirmed by City Council; the City Manager, or the City Manager's designee; a designee of the Downtown Dover Partnership (DDP); the City Planner; and two (2) minority voting members who are economic development or business oriented to be appointed by the Council President and confirmed by City Council.

**APPOINTED BY:** Minority Voting Members: Council President/City Council

**CHAIR SELECTED BY:** Mayor serves as Chair.

**APPOINTMENT REQUIREMENTS:** N/A

**APPOINTMENT RESTRICTIONS:** N/A

**REPORTING REQUIREMENTS:** Provide monthly reports to City Council

**TERM LENGTH/EXPIRATION:** Minority Voting Members: One (1) year/May.

**MEETING DATE/TIME/LOCATION:** Second (2nd) Tuesday of each month/4:00 p.m. City Hall Council Chambers (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Mayor's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7005
rchristiansen@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Mayor Robin R. Christiansen, Chair (ex-officio, Committee Chair)
Councilwoman Julia M. Pillsbury (5/27)
Councilwoman Donyale M. Hall (5/27)
Kim I. Adams (Minority Voting Member) (5/25)
Codi L. Canasa (Minority Voting Member) (5/26)
City Manager, Sharon J. Duca
City Planner, ~~Mary Ellen Gray~~ (VACANT)
Designee of the Downtown Dover Partnership, Diane Laird

BACK TO TOP OF PAGE

## ELECTION BOARD

To oversee the municipal elections and serve as an advisory board to Council on such matters as voter registration, municipal elections, election rules and regulations, and polling locations for City elections.

**ENABLING LEGISLATION:** 15 Del.C. § 7551 Boards of Election; appointment, authority; Resolution - Adopted: November 12, 1990; City of Dover Charter, Article II - Mayor and Council, Section 8 - Election board; counting of votes; determination of winners; tie votes; persons eligible to vote; voter registration; official ballots and voting machines; absentee ballots.

**NUMBER OF MEMBERS:** Five (5) members and the City Clerk (Liaison Member)

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by the membership.

**APPOINTMENT REQUIREMENTS:** One (1) member shall be appointed from each district into which the City has been divided for election purposes, and one (1) member shall be appointed on an at-large basis. Each member shall be a citizen of the United States, a registered voter within the City, and have resided within the City's geographical boundaries for one (1) year preceding the appointment.

**APPOINTMENT RESTRICTIONS:** The Mayor and members of Council, their parents, spouse, or children, shall not be eligible for appointment to the election board. Members shall not be an elected official or candidate or an immediate family member of an elected official or candidate (mother, father, son, daughter, brother, sister, including half-brothers and sisters, stepfamily members, and in-laws). Members shall not participate in electioneering, which includes political discussion of issues, candidates, or partisan topics; the wearing of any button, banner, or other object referring to issues, candidates, or partisan topics; the display, distribution, or other handling of literature or any writing or drawing referring to issues, candidates or partisan topics; and the deliberate projection of sound referring to issues, candidates or partisan topics from loudspeakers or otherwise. A Board of Elections member who violates this section shall be fined not more than $500 and shall forfeit their position on the Board.

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** Three (3) years/Annual Meeting. Upon expiration of the term of appointment, a member shall serve until his/her successor has been duly appointed.

**MEETING DATE/TIME/LOCATION:** Called as needed/City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201 - Compensation and expenses for mayor, council, employees and other elected or appointed officials (a)(4)

**CONTACT INFORMATION:** City Clerk's Office
15 Loockerman Plaza, Dover, Delaware 19901
(302) 736-7008 or cityclerk@doverde.gov

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

| | |
|---|---|
| At-Large: | Heather D. Ennis (5/26) |
| First District: | Alfreda F. Dean (5/27) |
| Second District: | Cherritta L. Matthews (5/27) |
| Third District: | Richard Gaydos (5/28) |
| Fourth District: | M. Milford Caldwell, Jr. (5/25) |

Andria L. Bennett, City Clerk (Liaison Member)

BACK TO TOP OF PAGE

## ETHICS COMMISSION

To administer and implement the Code of Conduct.

**ENABLING LEGISLATION**: City of Dover Code, Chapter 30 - Code of Conduct and Ethics Commission, Article III - Ethics Commission, Section 30-71 - Established; composition; removal; terms of office; vacancies; chairperson; quorum; compensation; legal counsel.

**NUMBER OF MEMBERS:** Five (5) members

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by the membership.

**APPOINTMENT REQUIREMENTS:** Shall be a resident of the City.

**APPOINTMENT RESTRICTIONS:** No member of the commission shall hold any elected or appointed office under the government of the United States or the state, county, or city.

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** Five (5) year staggered terms/July 31st (and until his successor has been appointed and has qualified)

**MEETING DATE/TIME/LOCATION:** Called as needed/City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Samuel B. Hoff (7/31)
Nancy H. Wagner (7/29)
Charles Salkin (7/28)
Rosa Smith (7/27)
~~Brandy M. Walker (7/25)~~ (VACANT)

BACK TO TOP OF PAGE

## GENERAL EMPLOYEE PENSION PLAN BOARD

To manage the city employees' pension plan.

**ENABLING LEGISLATION:** City of Dover Code, Chapter 80 - Personnel, Article IV - Pension Plans and Retirement Benefits (Except Police), Division 3 - General Employee Pension Plan, Section 80-520 - General Employee Pension Plan Board; Established; Duties

**NUMBER OF MEMBERS:** Seven (7) members, as follows: City Manager (1), Controller/Treasurer (1), Elected City Officials (2), Pension Plan Participants (3)

**APPOINTED BY:** City Manager and Controller/Treasurer - Ex Officio
Elected City Officials - Council President/Confirmed by City Council
Pension Plan Participants - Elected by Eligible Employees

**CHAIR SELECTED BY:** Elected by membership.

**APPOINTMENT REQUIREMENTS:** Members elected by eligible employees must be participants of the General Employee Pension Plan

**APPOINTMENT RESTRICTIONS:** N/A

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** Elected by Eligible Employees - Three (3) years/June 30th
(or until his successor shall be elected and qualified)
Elected City Officials - One (1) year/Annual Council Meeting

**MEETING DATE/TIME/LOCATION:** Quarterly (February, May, August, and November)/9:00 a.m./City Hall Council Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:** City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Julia M. Pillsbury (5/27)
Councilman Gerald L. Rocha, Sr. (5/27)
City Manager, Sharon J. Duca (ex-officio member)
Controller/Treasurer, Patricia Marney, Chair (ex-officio member)
Elected Members:
- Robert Gedney (6/28)
- Timothy Welch (6/27)
- Christina Kober (6/29)
- Janice Green (6/27)

BACK TO TOP OF PAGE

## HISTORIC DISTRICT COMMISSION

To assist Planning Commission and Planner in reviewing applications for architectural review certifications, designation of historic district zones, guidelines for preservation and conservation of historic districts, & other historic preservation matters.

**ENABLING LEGISLATION**: City of Dover Code, Appendix B - Zoning, Article 10 – Planning Commission, Section 3 - Historic district commission and architectural review

**NUMBER OF MEMBERS:** Five (5) members

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Chair and Vice-Chair are Elected by membership in November.

**APPOINTMENT REQUIREMENTS:** Shall be residents of the City of Dover who have demonstrated special interest, experience, or knowledge in history, architecture, or historic preservation. Two (2) of the members, to the extent available, shall be professional members representing the professions of architecture, history, archaeology, planning, historic preservation, or related disciplines. At least two (2) members shall be residents of the district, and at least one (1) shall represent the business within the district.

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:** The commission shall produce an annual report of its activity that is kept on file for public review with the city planning office.

**TERM LENGTH/EXPIRATION:** Three (3) year staggered terms/July 26th. Vacancies shall be filled within 60 days in accordance with subsection 3.12.

**MEETING DATE/TIME/LOCATION:** Third (3rd) Thursday at 3:00 p.m./Shall meet at least four (4) times per year in a place that is advertised in advance and open to the public/City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
Department of Planning and Inspections
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7196
DMelson@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Ann Baker Horsey, Professional/Resident (7/26)
Eric S. Czerwinski, Professional, Chair (6/28)
~~Mary Terry Mason, Resident (7/26)~~ (VACANT)
Kathleen M. Baker (7/28)
Ellen H. Richardson, (Vice-Chair) (7/26)

BACK TO TOP OF PAGE

## HUMAN RELATIONS COMMISSION

To promote and develop an environment of fairness and respect among its citizens; develop ways to measure and monitor community relations; prevent and resolve issues of human relations, etc.

**ENABLING LEGISLATION**: City of Dover Code, Chapter 58 - Human Relations, Sec. 58-32. - Established; composition; appointment; representation; holding other office; removal from office; terms of office; vacancies; reappointments (b).

**NUMBER OF MEMBERS:** Nine (9) members

**APPOINTED BY:** Council President based upon recommendations of Council/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by membership.

**APPOINTMENT REQUIREMENTS:** Resident of the City. Two (2) members shall be selected from each council district and one (1) member shall serve the city at-large.

**APPOINTMENT RESTRICTIONS:** No member of the commission shall hold any elected or appointed office under the government of the United States or the state, county, or city.

**REPORTING REQUIREMENTS:** The commission shall report to the City Council on a quarterly basis regarding its affairs. An annual report of its accomplishments and a summary of its recommendations shall be provided to the Mayor and the City Council.

**TERM LENGTH/EXPIRATION:** Three (3) year staggered terms and until a successor is appointed/February.

One (1) Member of Council is appointed as a Liaison Member during the Annual City Council Meeting.

**MEETING DATE/TIME/LOCATION**: Quarterly/City Hall Council Chambers (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Donyale M. Hall (Council Liaison Member) (5/27)

| | |
|---|---|
| At-Large: | Jordan Spencer (2/29) |
| First District: | Justina Brinkley (2/26) |
| | Paul Fleming (2/26) |
| Second District: | William Faust, Vice Chair (2/27) |
| | Faye White (2/26) |
| Third District: | Chiara Fox-Molock, (2/29) |
| | Wanda Mullen (2/26) |
| Fourth District: | Marion Lott, Sr. (2/26) |
| | Travis Mishoe Sudler, I, Chair (2/27) |

BACK TO TOP OF PAGE

## KENT COUNTY TOURISM BOARD OF DIRECTORS

The Kent County Delaware Convention and Visitors Bureau's mission is to strengthen the County's economy by promoting the area's unique spirit and travel experience to visitors as a year-round, overnight destination for conventions, meetings, and leisure travel. This includes assisting with the development of products, packaging, and marketing opportunities that showcase Kent County's lodging industry, attractions, eateries, and, retail establishments as well as sports and recreation, while also supporting the preservation and quality of life for all those living and working in Kent County.

**ENABLING LEGISLATION:** By-Laws

**NUMBER OF MEMBERS:** One (1) Representative of City government

**APPOINTED BY:** Council President/Confirmed by City Council

**CHAIR SELECTED BY:** The BOD shall elect the officers of the BOD.

**APPOINTMENT REQUIREMENTS:** The Kent County Levy Court and the City of Dover positions shall continue as long as each organization continues to contribute no less than $10,000 annually toward KCDCVB's operating budget.

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** One (1) year/Annual Council Meeting

**MEETING DATE/TIME/LOCATION**: Third (3rd) Thursday of Each Month (Except August) at 7:30 a.m. unless otherwise determined by the President with appropriate notice to BOD members/Location of meetings will vary at the pleasure of the BOD to include sites relevant to current or future businesses and attractions.

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

## CURRENT CITY OF DOVER MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Donyale M. Hall (5/27)

**For full membership, please visit the Kent County Tourism Website at:**
https://www.visitdelawarevillages.com/about/staff/

BACK TO TOP OF PAGE

# KENT ECONOMIC PARTNERSHIP BOARD OF DIRECTORS

To advise the Kent County Levy Court on various aspects of business retention and attraction as well as economic development initiatives to promote better employment opportunities for Kent County residents.

**ENABLING LEGISLATION:** By-Laws

**NUMBER OF MEMBERS:** Thirteen (13) voting members, consisting of two (2) classes of directors, as follows: **Class A Directors**: shall be the persons holding the following offices, or the office holder's designee: President of the Levy Court of Kent County, President of the Council of the City of Dover, the Mayor of the Town of Smyrna, the Mayor of the City of Milford, the Director of the Delaware Economic Development Office, and the Chair of the Central Delaware Chamber of Commerce.
**Class B Directors**: The remaining members of the Board shall be Class B directors and shall be appointed by the Kent County Levy Court from the community and shall be chosen, insofar as possible, to represent a cross-section of the business community and municipalities of Kent County.
The County Administrator for Kent County shall serve as a non-voting Ex Officio Member of the Board and shall be entitled to attend and participate in all meetings of the Board of Directors.

**APPOINTED BY:** **Class A Directors**: elected and/or appointed in accordance with prevailing statutory requirements or organizational policies and procedures established by their respective organizations. **City of Dover Council President's designee**: Appointed by Council President/Confirmed by Council
**Class B Directors**: Kent County Levy Court

**CHAIR SELECTED BY:** Elected by Board

**APPOINTMENT REQUIREMENTS:**

**APPOINTMENT RESTRICTIONS:** Class B directors shall serve no more than two successive four (4) year terms, but may be eligible for re-appointment to additional four (4) year terms in accordance with the Board's selection process.

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** **Class A Directors**: Terms of service run concurrent with their respective terms in elected or appointed office. **City of Dover Council President's designee**: One (1) year/Annual Council Meeting
**Class B Directors**: All Class B directors appointed or reappointed after Fiscal Year 2015 shall serve four (4) years terms.
Directors may be removed with or without cause at any time by the affirmative vote of a two-thirds (2/3) majority of the entire Board of Directors.

**MEETING DATE/TIME/LOCATION**: Third (3rd) Thursday of Each Month/8:00 a.m./555 Bay Road

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:** City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

## CURRENT CITY OF DOVER MEMBERSHIP NAMES AND TERM EXPIRATION

Mayor Robin R. Christiansen (Council President's designee) (5/27)

**For full membership, please visit the Kent Economic Partnership Website at:**
http://www.kentpartnership.org/index.cfm?fuseaction=trees.pageDetails&p=1514-2-2440

BACK TO TOP OF PAGE

## OTHER POST-EMPLOYMENT BENEFITS (OPEB) BOARD

This Board shall adopt a trust agreement for the OPEB Fund (and may amend the trust agreement from time to time), shall take all actions necessary and appropriate to establish and maintain the OPEB Fund, and shall have control and management of the OPEB Fund and may utilize its powers pursuant to this chapter in the administration of the OPEB Fund.

**ENABLING LEGISLATION**: City of Dover Code, Chapter 80 - Personnel, Article IV - Pension Plans and Retirement Benefits (Except Police), Division 5 - Other Post-Employment Benefits (OPEB) - Sec. 80-701. - OPEB Board; established; duties

**NUMBER OF MEMBERS:** Five (5) members

**APPOINTED BY:** Council President (two elected city officials)/Confirmed by City Council

**CHAIR SELECTED BY:**

**APPOINTMENT REQUIREMENTS:** The board shall be comprised of the Controller/Treasurer, Human Resources Director, City Manager, and two elected city officials.

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** One (1) year/Annual City Council Meeting

**MEETING DATE/TIME/LOCATION:** Called as needed/City Hall Conference Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:**
City Clerk's Office
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7008
cityclerk@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Julia M. Pillsbury (5/27)
Councilman Gerald L. Rocha, Sr. (5/27)
City Manager, Sharon J. Duca (ex-officio member)
Controller/Treasurer, Patricia Marney (ex-officio member)
Human Resources Director, Naomi Poole, Chair (ex-officio member)

BACK TO TOP OF PAGE

## PLANNING COMMISSION

For the development, improvement, and beautification of the City.

**ENABLING LEGISLATION**: City of Dover Charter, Article II - Mayor and Council, Section 23 - Power of Council to Create City Planning Commission; Members Generally; City of Dover Code, Chapter 82 - Planning, Section 82-1 - Planning Commission; and 22 Del. C. § 701

**NUMBER OF MEMBERS:** Nine (9) members

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Mayor

**APPOINTMENT REQUIREMENTS:** Two (2) members shall be appointed from each Council district and one (1) from At-Large, with staggered terms. Must be a resident of the City.

**APPOINTMENT RESTRICTIONS:** No member may hold at the same time, any elected City office.

**REPORTING REQUIREMENTS:** N/A

**TERM LENGTH/EXPIRATION:** Three (3) Years/June 1st; incumbent members shall continue to serve beyond the expiration of their term until a successor is appointed by the mayor and confirmed by the council.

**MEETING DATE/TIME/LOCATION:** Third (3rd) Monday/7:00 p.m./City Hall Council Chambers (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Shall be entitled to compensation as determined by City: City of Dover Code, Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201(a)(8) - Compensation and expenses for mayor, council, employees, and other elected or appointed officials

**CONTACT INFORMATION:**
Planning and Inspections
15 Loockerman Plaza
Dover, Delaware 19901
(302) 736-7196
DMelson@doverde.gov

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

| | |
|---|---|
| At-Large: | Dr. Bobby Jones (6/29) |
| First District: | Mark E. Reaves (6/29) |
| | Kathleen Welsh (6/28) |
| Second District: | Donna Lee H. Williams (6/27) |
| | Andrea Maucher (6/27) |
| Third District: | Joan E. Denney, (Vice-Chair) (6/29) |
| | Michael W. Lewis (6/27) |
| Fourth District: | John H. Baldwin, Sr. (6/28) |
| | Kenneth Roach (6/28) |

BACK TO TOP OF PAGE

## POLICE PENSION PLAN - RETIREMENT COMMITTEE

To manage the City's Police Pension Plan.

| | |
|---|---|
| **ENABLING LEGISLATION:** | City of Dover Code, Chapter 62 - Law Enforcement, Article III - Pension Plan, Division 2 - Retirement Committee, Section 62-101 - 62-105 |
| **NUMBER OF MEMBERS:** | Seven (7) members, as follows: City Manager (1), Police Chief (1), Elected City Officials (2), Pension Plan Participants (3) |
| **APPOINTED BY:** | City Manager and Police Chief - Ex-Officio<br>Elected City Officials - Council President/Confirmed by City Council<br>Pension Plan Participants - Elected by members of the Police Pension Plan/Confirmed by City Council |
| **CHAIR SELECTED BY:** | Elected by membership. |
| **APPOINTMENT REQUIREMENTS:** | Members elected by members of the police pension plan must be participants of the Police Pension Plan |
| **APPOINTMENT RESTRICTIONS:** | N/A |
| **REPORTING REQUIREMENTS:** | N/A |
| **TERM LENGTH/EXPIRATION:** | Elected by members of the Police Pension Plan - Three (3) year staggered terms/January 31.st Elected City Officials - One (1) year/Annual Council Meeting |
| **MEETING DATE/TIME/LOCATION:** | Quarterly (February, May, August, and November)/9:00 a.m./City Hall Conference Room (unless specified otherwise on agenda/notice) |
| **COMPENSATION FOR MEMBERS:** | Members serve without compensation. |
| **CONTACT INFORMATION:** | City Clerk's Office<br>15 Loockerman Plaza<br>Dover, Delaware 19901<br>(302) 736-7008<br>cityclerk@doverde.gov |

### CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION

Councilwoman Julia M. Pillsbury (5/27)
Councilman Gerald L. Rocha, Sr. (5/27)
City Manager, Sharon J. Duca (ex-officio member) Chief
Thomas Johnson (ex-officio member)
Elected Members:
- (Ret. Lt.) Timothy Mullaney, Sr., Chair (1/29)
- (Ret. Captain) Larry Gray (1/27)
- (Ret. Sergeant) Steve Rogers (1/28)

BACK TO TOP OF PAGE

## PUBLIC ADVISORY COMMITTEE OF THE DOVER/KENT COUNTY MPO

Serves as an advisor to the MPO on issues of interest to the Dover/Kent MPO Council and the PAC through public participation.

| | |
|---|---|
| **ENABLING LEGISLATION:** | Dover/Kent MPO By-Laws; and Dover/Kent County MPO Public Advisory Committee By-Laws |
| **NUMBER OF MEMBERS:** | Eleven (11) members (Alternates) |
| **APPOINTED BY:** | State - 4; County - 6; City - 3 by Mayor/Confirmed by City Council |
| **CHAIR SELECTED BY:** | Elected by membership. |
| **APPOINTMENT REQUIREMENTS:** | Must reside in the area governed by the MPO. |
| **APPOINTMENT RESTRICTIONS:** | |
| **REPORTING REQUIREMENTS:** | The chairman of the PAC shall report to the MPO Council on recommendations and other matters adopted by the PAC. |
| **TERM LENGTH/EXPIRATION:** | Two (2) years/July |
| **MEETING DATE/TIME/LOCATION:** | http://doverkentmpo.delaware.gov/events/ |
| **COMPENSATION FOR MEMBERS:** | Members serve without compensation. |
| **CONTACT INFORMATION:** | Mayor's Office<br>15 Loockerman Plaza<br>Dover, Delaware 19901<br>(302) 736-7005<br>rchristiansen@doverde.gov |

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION (CITY APPOINTEES ONLY)**:

Dana T. Shelton (7/27)
Peter A. Brown, Sr. (7/27)
Albert W. Holmes, Sr. (At-Large Alternate) (7/27)

**For full membership, please visit the Dover/Kent County MPO Website at:**
http://doverkentmpo.delaware.gov/the-public-advisory-committee-pac/

BACK TO TOP OF PAGE

## SILVER LAKE COMMISSION

To consider matters related to Silver Lake and the St. Jones River Watershed, including Fork, Mudstone, Penrose, and Cahoon Branches, and Puncheon Run; open spaces and park lands; and water activities, including swimming, boating, skiing, and fishing.

**ENABLING LEGISLATION**: Resolution - Adopted August 27, 1990; and Resolution 2019-04 - Adopted: March 11, 2019

**NUMBER OF MEMBERS:** Seven (7) members

**APPOINTED BY:** Mayor/Confirmed by City Council

**CHAIR SELECTED BY:** Elected by membership.

**APPOINTMENT REQUIREMENTS:**

**APPOINTMENT RESTRICTIONS:**

**REPORTING REQUIREMENTS:**

**TERM LENGTH/EXPIRATION:** Two (2) years/First Regular Council meeting in June

**MEETING DATE/TIME/LOCATION**: Called as needed/City Hall Caucus Room (unless specified otherwise on agenda/notice)

**COMPENSATION FOR MEMBERS:** Members serve without compensation.

**CONTACT INFORMATION:** Parks@doverde.gov accepts e-mails on behalf of the Silver Lake Commission

**CURRENT MEMBERSHIP NAMES AND TERM EXPIRATION**

Kathleen M. Doyle (6/27)
John C. DeMarie (6/27)
Carolyn D. Courtney (6/27)
Michael W. Lewis (6/27)
Cary Smith (6/27)
Anthony D. Morris, (6/27)
William E. Ardito (6/27)

BACK TO TOP OF PAGE