

**CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Monday, August 10, 2026 at 6:30 PM**

City Hall Council Chambers, 15 Loockerman Plaza, Dover, Delaware

AGENDA

VIRTUAL MEETING NOTICE

This meeting will be held in the City Hall Council Chambers with electronic access via WebEx. Public participation information is as follows:

Dial: 1-650-479-3208

Link: <https://shorturl.at/znsad>

Event number: 2531 658 6283

Event password: DOVER (if needed)

If you are new to WebEx, get the app now at www.webex.com/ to be ready when the meeting starts.

The meeting can also be viewed on Comcast Channel 14, Verizon Channel 20, and on the City's Streaming Player located at www.cityofdover.com under "Quick Links".

OPEN FORUM - 15 Minutes Prior to Official Meeting (6:15 p.m.)

The "Open Forum" segment is provided to extend the opportunity to the general public to share their questions, thoughts, comments, concerns, and complaints. Discussion of any item appearing on the agenda as a public hearing is prohibited during the Open Forum as an opportunity will be provided during consideration of that item. Citizen comments are limited to three (3) minutes. Council is prohibited from taking action since they are not in official session; however, they may schedule such items as regular agenda items and act upon them in the future.

INVOCATION - Elder Ellis B. Loudon

PLEDGE OF ALLEGIANCE - Councilwoman Arndt

ADOPTION OF AGENDA

ADOPTION OF CONSENT AGENDA

All Consent Agenda items are considered routine and non-controversial and will be acted upon by a single roll call vote of the Council. There will be no separate discussion of these items unless a member of Council so requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

PROCLAMATIONS**1. Dover Lemonade Stand Day 2026****PUBLIC HEARING**

ANNEXATION/REZONING REQUESTS - PUBLIC HEARING/FINAL READING - The First Reading of the Proposed Ordinances were accomplished during the Council meeting of **June 08, 2026**. The ordinances are available at the entrance of the Council Chambers and on the City's website at www.cityofdover.gov under "Government."

2. Annexation/Rezoning of Property Lands of Frances and Bruce Johnson at 102 Fox Hall Drive**A. Public Hearing - Zoning Classification**

Property located at 102 Fox Hall Drive, consisting of 1.6390 acres +/-, owned by Frances and Bruce Johnson. This property is currently zoned RS-1 (Residential Single Family Zone) (Kent County Zoning Classification), and the proposed zoning is R-20 (One Family Residence Zone)(City of Dover Zoning Classification) (Tax Parcel: ED-00-076.05-01-06.00-000; Planning Reference: AX-26-03; First District Council)

B. Adoption of Annexation Resolution No. 2026-09**C. Final Reading/Adoption of Rezoning Ordinance #2026-13**

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of June 08, 2026. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.gov under "Government."

(1) An Ordinance Amending the Zoning Ordinance and Zoning Map of the City of Dover by Changing the Zoning Designation of Property Located at 102 Fox Hall Drive.

CONSENT AGENDA**ADOPTION OF MINUTES****3. Regular Council Meeting of July 27, 2026****MONTHLY REPORTS** - June 2026**4. City Council's Community Enhancement Fund Report****5. City Manager's Report****6. Controller/Treasurer's Budget Report****7. Police Chief's Report****APPOINTMENT RECOMMENDED BY MAYOR CHRISTIANSEN****8. Planning Commission - Three-Year Term**

A. Joan E. Denney - Three-Year Term to Expire June 2029

B. Donna Lee Williams - Three-Year Term to Expire June 2027 (to fill the unexpired term of William Witham, Jr.)

9. Dover Public Library Advisory Commission - Five-Year Term to Expire July 2028

A. Annie L. Scott (to fill the unexpired term of Theresa L. Whalen)

APPOINTMENT RECOMMENDED BY COUNCIL

10. Appointment of Delaware Municipal Electric Corporation (DEMEC) Representative and Alternate Representative (Sharon J. Duca, City Manager, and Paul Waddell, Electric Director)

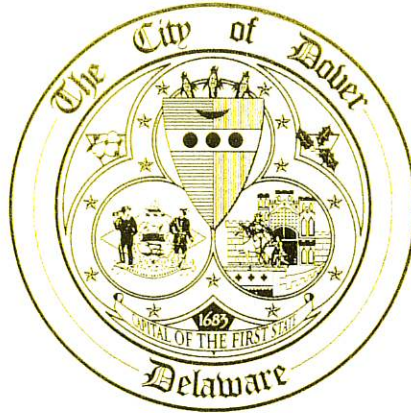
CITY MANAGER'S ANNOUNCEMENTS

MAYOR'S ANNOUNCEMENTS

COUNCIL MEMBERS' ANNOUNCEMENTS

ADJOURNMENT

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING



PROCLAMATION

WHEREAS, young entrepreneurs are the future leaders, innovators, and business owners of our community, and providing opportunities for them to develop confidence, responsibility, financial literacy, and leadership skills is essential to their success; and

WHEREAS, Dover Lemonade Stand Day encourages children throughout the City of Dover to experience the rewards of entrepreneurship by creating and operating their own lemonade stands while learning the value of hard work, customer service, creativity, and community engagement; and

WHEREAS, this community-wide initiative, presented by Helena Rose's Lemonade Stand, invites children to participate in a fun and educational event that promotes small business development, civic pride, and family involvement; and

WHEREAS, Dover Lemonade Stand Day demonstrates that even the smallest business venture can inspire big dreams, helping young people discover their potential while bringing neighbors together in celebration of innovation and community spirit; and

WHEREAS, the City of Dover applauds the organizers, volunteers, parents, sponsors, and community partners whose dedication makes this event possible and whose commitment helps cultivate the next generation of entrepreneurs.

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim August 15, 2026 as

DOVER LEMONADE STAND DAY

in the City of Dover, and encourage all residents to support the participating young entrepreneurs by visiting their lemonade stands, celebrating their accomplishments, and recognizing the importance of investing in our youth and their bright futures.


 ROBIN R. CHRISTIANSEN
 MAYOR

**PETITION TO ANNEX AND REZONE PROPERTY**

Public Hearing & Final Action before Dover City Council on August 10, 2026
Recommendation from Planning Commission from Meeting on July 20, 2026
With Staff and Development Advisory Committee Review

File Number: AX-26-03

Ordinance Number: 2026-13

Applicant/Owner of Record: Frances L. Johnson and Bruce Johnson

Property Address: 102 Fox Hall Drive, Dover DE

Tax Parcel ID #: ED-00-076.05-01-06.00-000

Lot Size: 1.6390 acres +/- (71,394.94 SF)

Present Zoning: RS-1 (Residential Single Family Zone)

Proposed Zoning: R-20 (One Family Residence Zone)

2019 Comprehensive Plan Designation: Category 1: High Priority Annexation Areas

2019 Comprehensive Plan Land Use Category: Residential Low Density

Present Use: Single Family Detached Dwelling

Proposed Use: Single Family Dwelling

Utility Availability: Electric: 102 Fox Hall Drive is currently served by City of Dover Electric. With any future redevelopment or subdivision of the property, the electric service needs will be evaluated. The property owner will be responsible for any and all costs associated with the changes in electrical service needs related to any future redevelopment or subdivision including extending and providing service upgrades to the proposed property.

Water and Sanitary Sewer: 102 Fox Hall Drive is not served by City of Dover Water. 102 Fox Hall Drive is not served by City of Dover Sanitary Sewer. The property owner has contacted the Department about the possible connection to these services.

Water and Sanitary Sewer are available to this property. The property owner is responsible for any and all costs associated with extending and providing service upgrades to the property. This may include, but not limited to, tapping the sanitary sewer and water mains, connection to the building for both utilities, purchasing appropriately sized water meter and pit, paying impact fees, and obtaining permits.

**Staff Recommendation
for AX-26-03:**

The Electric Department has no objection to the annexation.

The Department of Water and Wastewater has no objection to the annexation.

**Planning Commission
Recommendation:**

The Application AX-26-03 Lands of Johnson at 102 Fox Hall Drive was represented by the property owner, Mr. Bruce Johnson. A Public Hearing was conducted on July 20, 2026 where no members of the public spoke and no written comments were received regarding the Annexation with Rezoning application. The Planning Commission's motion to recommend approval of the proposed Annexation and Rezoning the property from RS-1 (the Kent County zoning district of Residential Single Family Zone) to R-20 (One Family Residence Zone) resulted in an 8-0 vote in favor. (Draft Meeting Minutes attached)

APPLICATION:

AX-26-03 Lands of Johnson at 102 Fox Hall Drive, Dover DE: Annexation and Rezoning from RS-1 to R-20

This Rezoning Application was referred to the Planning Commission as per Zoning Ordinance, Article 10 §5. The Planning Commission is required to provide a Review Report to the City Council. The following document and attachments are provided as the Review Report and Planning Commission Recommendation.

I. APPLICATION SUMMARY

Review of an Annexation Request and Rezoning Request for a parcel of land totaling 1.6390 acres +/- located at 102 Fox Hall Drive. The property is currently zoned RS-1 (Residential Single Family Zone) in Kent County. The proposed Zoning is R-20 (One Family Residence Zone). The property is located on the south side of Fox Hall Drive to the west of but not adjacent to Kenton Road. The annexation category according to Dover's 2019 Comprehensive Plan is Category 1: High Priority Annexation Area and the land use designation is Residential Low Density. The property owners are Frances and Bruce Johnson. Property Address: 102 Fox Hall Drive. Tax Parcel: ED-00-076.05 -01-06.00-000. Proposed Council District 1. Proposed Council District 1. Ordinance #2026-13.

Existing Property

The property is located on the south side of Fox Hall Road off Kenton Road. The subject parcel is contiguous to the City boundary east of the subject parcel (100 Fox Hall Drive). The parcel is part of a larger group of parcels on Fox Hall Drive and that makes up an enclave that is surrounded by the City. The property includes an existing single-family detached dwelling on the northern portion end of the parcel. The property is currently zoned RS-1 (Residential Single Family Zone) in Kent County.

Surrounding Land Uses

The property is surrounded by residential properties, some in the City and others in unincorporated Kent County, mostly developed with single-family detached dwellings. Three (3) lots at the east end of Fox Hall Drive at Kenton Road are within the City of Dover are all zoned RM-1 (Medium Density Residence Zone). At the opposite end (west end) of Fox Hall Drive, the property at 115 Fox Hall Drive is zoned R-20; it was annexed with application AX-21-02.

II. COMPREHENSIVE PLAN COMPLIANCE REVIEW

In the *2019 Comprehensive Plan*, the Potential Annexation Areas (Map 13 -1) identifies the property in the Category 1: High Priority Annexation Areas. The Growth and Annexation Plan Chapter (Chapter 13) notes that “Lands in this category are primarily enclaves of unincorporated territory mostly surrounded by the City of Dover. In all or most of these cases, the City provides these parcels with one or more essential service (sewer, water, police, fire, trash).” For Category 1: High Priority Annexation Areas, it notes in the Recommendations that “the City will not extend sewer and/or water infrastructure to Category 1 areas unless the property owners annex into the City” with consideration given for issues of health, safety and welfare.

The *2019 Comprehensive Plan* also sets the review criteria for the review of zoning for parcels being proposed for annexation. Chapter 13, page 13-9 notes that the Zoning Review may include:

- Proposed zoning be in compliance with the land use category shown on Map 13-2 and used in conjunction with Table 12-1: Land Use and Zoning Matrix;
- Character and compatibility of the surrounding land uses and properties;
- The street type and capacity serving the property;
- Environmental concerns and conditions that may influence land use and zoning;
- Market concerns and conditions;
- The compatibility with the overall goals of the Comprehensive Plan.

Map 13-2: Potential Land Use for Annexation Areas identifies the Land Use Classification for this property to be Residential Low Density. The goals and recommendations for the Residential Low Density Land Use are listed in the *2019 Comprehensive Plan* excerpts presented below:

Goals: Residential Land Uses

To develop and maintain an adequate supply of housing of varying type, size, and densities that are aesthetically pleasing and located within neighborhoods designed or redesigned to promote convenience, conservation, and access to the greater community, but which are properly buffered through distance and landscaping from incompatible land uses.

Policies: Residential Land Uses

- Allow flexibility in housing styles and types while regulating gross density within residential developments.
- Require linkage streets and sidewalks between adjoining residential subdivisions and street right-of way stubs to adjoining vacant developable land.
- Encourage the separation of residential areas from incompatible uses through buffering distances and the use of transitional zoning categories.
- Encourage high density residential development in infill areas that are near essential services, public transit, and employment opportunities.
- Permit limited compatible neighborhood commercial uses that support surrounding residences within residential areas.

The following is an excerpt from the *2019 Comprehensive Plan* regarding Residential Low Density Land Uses (page 12-4):

Recommendation for Residential Low Density

Residential Low Density land uses involve a maximum gross density of eight (8) dwelling units per acre. This type of development may include single family houses on smaller lots, duplexes, townhouses, and some apartments. Some Manufactured Home Park developments would also be considered Residential Low Density. Low density residential uses are permitted in the following zoning districts: R-20 (One Family Residence Zone), R-15 (One Family Residence Zone), R-10 (One Family Residence Zone), R-8 (One Family Residence Zone), R-7 (One Family Residence Zone), RM-1 (Medium Density Residence Zone), RM-2 (Medium Density Residence Zone) planned to reflect the historic patterns and mix of land uses common to Dover's early development, RG-1 (General Residence Zone), RG-2 (General Residence Zone), RG-3 (Group Housing Zone), RGO (General Residence and Office Zone), and MH (Manufactured Housing Zone).

The Land Development Plan recommends that Residential Low Density uses be permitted near existing and planned service and employment centers and in locations well supported by transportation infrastructure and mass transit services. Areas identified as Medium Density Residential can be looked at as potential receiving areas under a transfer of development rights program. Areas in the northern portion of the City are appropriate for Residential Medium Density development.

As part of the Land Development Plan, Table 12-1: Land Use and Zoning Matrix specifies that the following zones are compatible with this land use classification of Residential Low Density.

Residential Low Density	R-20 (One Family Residence) R-15 (One Family Residence) R-10 (One Family Residence) R-8 (One Family Residence) R-7 (One Family Residence) C-1 (Neighborhood Commercial)
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III. ZONING REVIEW

Request for R-20 (One Family Residence Zone)

The applicant has requested the zoning of R-20 (One Family Residence Zone). The types of permitted uses in the R-20 (One Family Residence Zone) are provided in Article 3 §1 of the *Zoning Ordinance* and referenced sections. See the following Code excerpt:

Article 3 Section 1. – One Family Residence zone [(R-20, R-15, R-10, R-8, R-7)].

1.1 *Uses permitted.* In a one-family residence R-20, R-15, R-10, R-8 and R-7 zones, no building or premises shall be used and no building or part of a building shall be erected or altered which is arranged, intended or designed to be used, in whole or in part, for any uses except the following:

1.11 The raising of field and garden crops, vineyards and orchard farming, the maintenance of nurseries, and the seasonal sale of the products thereof, provided no building is erected and signs conform with [article 5](#), section 4.

1.12 One-family detached dwellings, not to exceed one such dwelling per lot.

1.13 Public buildings, structures and uses, including parks and playgrounds, subject to approval of site plans by the planning commission in accordance with [article 10](#), section 2.

1.14 The following uses are permitted, conditional upon the approval of the planning commission in accordance with the procedures and subject to the general conditions set forth in section 10.1 and to any specified requirements set forth below:

(a) Places of worship, including parish houses; [and] schools, including nursery schools, kindergartens and day care centers in accordance with [article 5](#), Supplementary Regulations, section 14. Child day care facilities; philanthropic and eleemosynary institutions; hospitals and sanitariums for general medical care; and funeral homes subject to the following requirements:

- i. Any school permitted under this paragraph [subsection 1.14(a)] shall be a nonprofit organization within the meaning of the Internal Revenue Act and shall be registered effectively as such thereunder.
- ii. Any school permitted under this paragraph [subsection 1.14(a)], other than a kindergarten, nursery school, or day care center, shall occupy a lot with an area of not less than two acres, plus one acre for each 100 pupils for which the building is designed.
- iii. Any kindergarten or nursery school permitted under this paragraph [subsection 1.14(a)] shall be limited to a maximum of 50 children in zones R-8 thru R-20 and a maximum of 100 children in all other zones. At least 100 square feet of outdoor play space per child shall be provided. Outdoor play space shall be fenced or otherwise enclosed on all sides and shall not include driveways, parking areas, or land unsuited by other usage or natural features for children's active play space. Fencing or other enclosures shall be a minimum height of four feet. The minimum lot area for each ten, or remainder over the multiple of ten, children shall be the same as the minimum lot area requirement for each dwelling unit in the districts in which such uses are to be located.
- iv. No such building or part thereof shall be erected with less than a 50-foot front yard or nearer than 25 feet from any other street or property line.
- v. The sum of all areas covered by all principal and accessory buildings shall not exceed 20 percent of the area of the lot.
- vi. Courts shall conform to the requirements of [article 5](#), section 3 hereof.

(b) Railroad and public utility rights-of-way and structures necessary to serve areas within the city, subject to such conditions as the planning commission may impose in order to protect and promote the health and safety and general welfare of the community and the character of the neighborhood in which the proposed structure is to be constructed.

(c) Country clubs or other annual membership clubs, catering exclusively to members and their guests, and accessory private playgrounds, golf courses, swimming pools, tennis courts and recreation buildings not conducted as business enterprises, provided that the following operations shall be prohibited:

- i. Outdoor entertainment, live or mechanical;
- ii. The use of outdoor public address systems for any purpose; and
- iii. Exterior lighting producing glare at the lot line other than that essential for the safety of the users of the premises.

No building erected under the provisions of this paragraph [subsection 1.14(c)] shall be so erected nearer than 50 feet to any street or property line.

(d) Adult day care facilities in accordance with [Article 5](#)—Supplementary Regulations, Section 22—Adult Day Care Facilities.

1.15 Accessory uses, limited to the following:

(a) Professional office or studio of an artist, dentist, musician, teacher, or physician, but not including veterinarians, provided that:

- i. Such office or studio is incidental to the residential use of the premises and is carried on by a resident thereon with not more than one nonresident assistant; and
- ii. Such office or studio shall occupy not more than 30 percent of the area of one floor of the main building.
- iii. Studios where dancing or music instruction is offered to groups in excess of four pupils at one time or where concerts or recitals are held are prohibited.
- iv. Medical centers, barbershops, beauty parlors, real estate offices, funeral homes or similar uses shall not be considered permitted accessory uses.

(b) Garden house, tool house, playhouse, greenhouse or pool incidental to the residential use of the premises and not operated for gain.

(c) Private garage, provided that, in the case of a one-family dwelling, such garage shall have a capacity of not more than three passenger automobiles. One such space may be leased to a person not [a] resident on the premises.

(d) Keeping domestic animals as pets, provided not more than three (3) dogs over six months old, shall be permitted.

(e) Keeping of chickens for individual domestic purposes subject to the following restrictions:

- i. Keeping of chickens shall not be permitted on lots smaller than 10,890 square feet in lot area.
- ii. No more than five (5) chickens shall be permitted on a residential lot.
- iii. Chickens shall be registered with the Delaware Department of Agriculture.
- iv. Chickens shall be penned in a coop that shall be at least four (4) square feet per chicken.
- v. All chicken coops shall be located in a rear yard and shall be a minimum of 20 feet from side and rear property lines.
- vi. Any odor associated with the chickens shall not be discernable from property lines.
- vii. Keeping of roosters shall be prohibited.
- viii. Any lot with chickens shall either comply with these requirements by June 1, 2016 or remove the chickens.

(f) Dormitories accessory to schools, provided that such dormitories conform to the bulk regulations of the RG-1 zone. For purposes of computing bulk requirements, each four rooms shall be considered one dwelling unit. Parking shall be calculated as identified in Article 6—Off-Street Parking, Section 3—Required off-street parking spaces, Paragraph 3.1—Schedule of requirements.

(g) Customary home occupations, provided that:

- i. No display of products, goods and/or signs shall be visible from the street.

- ii. Such home occupation shall be incidental and secondary to the residential use of the premises and shall be conducted in the principal building by the resident or residents that reside therein.
- iii. Nonresident assistants or co-workers shall be prohibited.
- iv. Such home occupation shall not occupy more than 30 percent of the area of one floor in the principal building.
- v. There shall be no exterior effect such as noise, traffic, odor, dust, smoke, gas, fumes, radiation, or electromagnetic interference.

IV. RECOMMENDATION OF PLANNING STAFF:

The request for the R-20 (One Family Residence Zone) is for a zone that focuses on one-family residences (detached dwellings) on lots of a minimum 20,000 SF size.

Staff recommends the annexation of the property at 102 Fox Hall Drive and its rezoning to R-20 (One Family Residence Zone) be approved as requested. The subject property is in the City's Annexation Plan of the *2019 Comprehensive Plan* as Category 1: High Priority Annexation Areas with a Land Use Classification as Residential Low Density. This is a High Priority Annexation Area since it is an enclave and will help fill in one of the holes within the City of Dover Boundary. The R-20 zoning is consistent with other developments in the area surrounding this parcel which include a number of residential zones such as R-20 to R-8. The R-20 zoning accommodates the current use of the property as a single-family dwelling. This series of parcels along Fox Hall Drive consists of large lots and the R-20 which requires a minimum lot size of 20,000 SF will continue to reflect the character of this neighborhood street. The property is also already served by the City electric.

This Annexation/Rezoning Request does not grant approval of a specific use for the property but makes its land use subject to a listing of uses permitted and potential conditional uses as allowed in the R-20 zoning district. Staff notes that any potential redevelopment for the site or changes of use for the existing building would have to be in line with the zoning classification and would similarly have to follow all development design guidelines of the *Zoning Ordinance*. Were the Application for Annexation/Rezoning to be recommended by the Planning Commission and subsequently approved by the City Council, the applicant would still have to submit Site Development Plans, Subdivision Plans, and/or Permits for review for any new use of the site or the building. At the present time, the property is expected to remain as a single family detached residence with the only improvements related to making connections to City water and/or sewer services as needed. Given the overall size of the parcel, but that is not currently expected. There is potential for a future subdivision of the parcel into multiple lots.

The parcel meets the lot dimensions for a parcel zoned R-20, and the current dwelling complies with the bulk standards for setbacks and lot coverage. Any non-conformity of the existing buildings' uses and placement regarding the bulk standards of the R-20 would be subject to the provisions of the *Zoning Ordinance*, Article 7 – Nonconforming Buildings and Uses.

This recommendation is being made without the benefit of hearing the comments of surrounding landowners and residents. A Public Hearing is required on this matter, and the Planning Commission should give those comments consideration.

V. PLANNING COMMISSION REVIEW FOR RECOMMENDATION

As part of the Annexation Request, the City of Dover zoning district is to be determined; therefore, it is a request for a type of zoning map amendment which changes the zoning district of a property. The Planning Commission as part of their public hearing and review process will provide a recommendation on the zoning to City Council. As part of the process outlined in *Zoning Ordinance*, Article 10 Section 5, the Planning Commission must evaluate the following factors when considering the request:

Article 10 § 5.36 Report of the planning commission. Regarding each application for a zoning map amendment, the planning commission shall provide a report to the city council stating a recommended action with regards to the proposed amendment, along with the commission's evaluation of the following factors:

(A) Whether the uses permitted by the proposed change would be compatible with the existing uses and zones in the area concerned;

(B) Whether adequate public services and infrastructure exist or can be created or expanded to serve the needs of any additional demand as a result of such change; and

(C) Whether the proposed change is in accordance with the city's current comprehensive plan.

A Recommendation Report from the Planning Commission will be forwarded to City Council for their consideration of the Annexation/Rezoning Application.

RECOMMENDATION OF THE PLANNING COMMISSION:

At the Hybrid (In-Person and Virtual) Planning Commission Meeting of July 20, 2026, the Annexation/Rezoning Application AX-26-03 was represented by Mr. Bruce Johnson, the property owner. During the Public Hearing, no members of the public spoke and no written comments were received.

The Planning Commission's motion was to recommend approval for Annexation and Rezoning Application AX-26-03 Lands of Johnson at 102 Fox Hall Drive from the Kent County zoning district of RS-1 (Residential Single Family Zone) to R-20 (One Family Residence Zone) and resulted in a vote of 8-0 in favor of rezoning. The reasons cited for the recommendation of approval include referencing the Development Advisory Committee Report and the Planning Staff's recommendations of approval which include references to its compatibility with the requirements of the Comprehensive Plan related to zoning and land use; compliance with permitted uses in zone; being in a High Priority Annexation Area; and adequate public services and infrastructure.

See also the included excerpt of the DRAFT Meeting Minutes of the July 20, 2026 Planning Commission Meeting. The comments received from the other member agencies of the Development Advisory Committee (D.A.C.) are also provided.

VI. ADVISORY COMMENTS TO THE APPLICANT

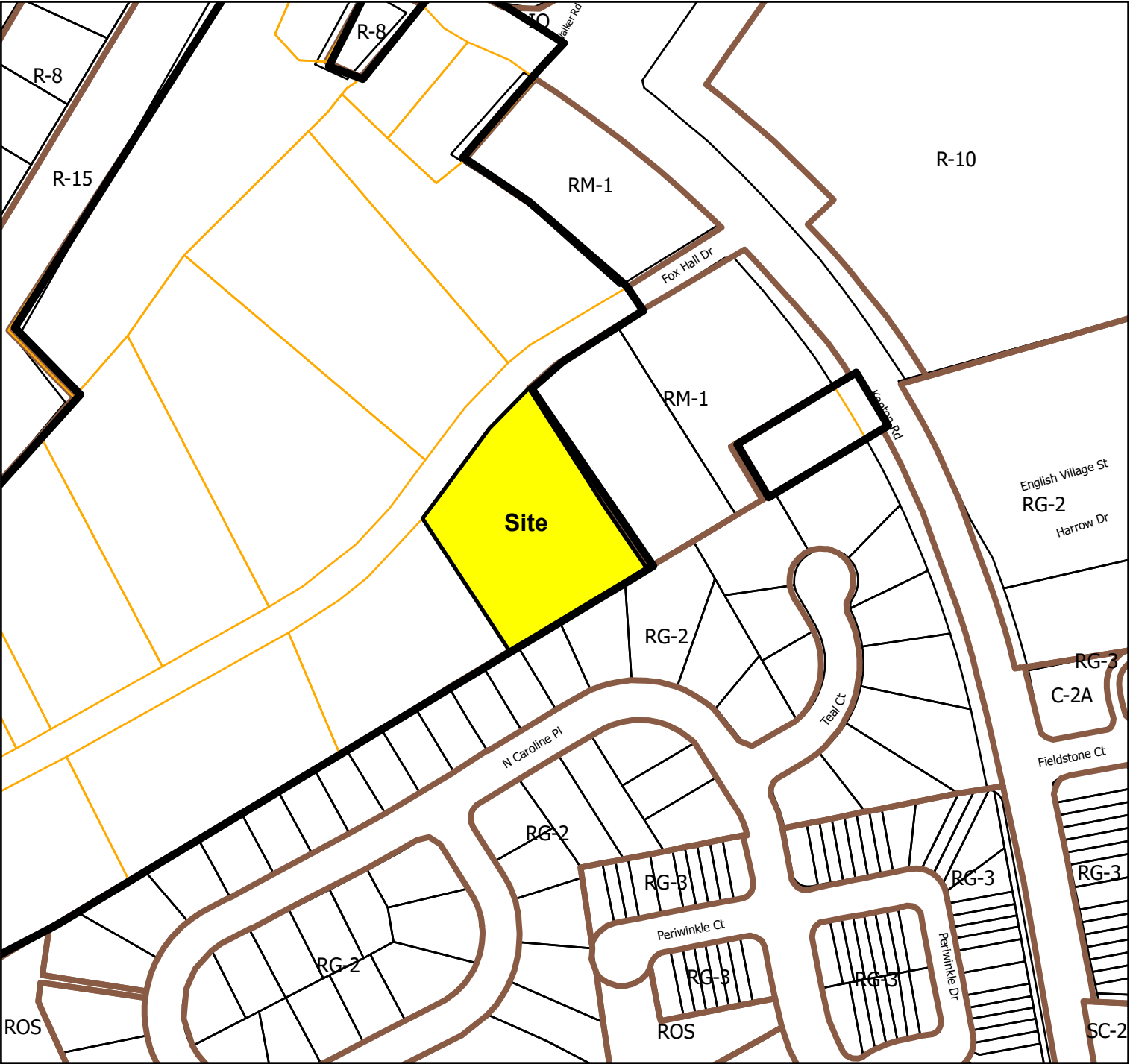
1) From the agency comments received, it appears that ability to provide City water and sewer

is feasible due to the proximity to existing infrastructure along Fox Hall Drive. It would be the property owner's responsibility to cover all costs associated with extending and connecting services to the existing dwelling.

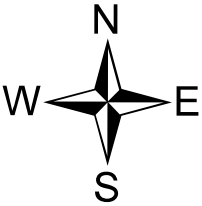
- 2) Regarding connection to City services (water and/or sanitary sewer) the applicant has worked with the City's Department of Water & Wastewater for procedures, permitting and impact fees to make the connection with water and sewer. Applicant is paying the out of City rates until the Annexation process is fully completed.
- 3) Upon annexation into the City of Dover, the property will be subject to the provisions of the *Dover Code of Ordinances*. This includes procedures such as review processes for plans for redevelopment or subdivision and permits for construction activities, licensing, etc.
- 4) The applicant shall be aware that approval of any Annexation & Rezoning application does not represent a Building Permit or other construction activity permit approval. A separate application submission showing all improvements is required before issuance of permits by the City of Dover.

ATTACHMENTS:

- Zoning Map Exhibit
- Application AX-26-03 Submission: Plan Sheet
- Development Advisory Committee Comments from City of Dover Departments of Public Works and Water & Wastewater, City Office of the Fire Marshal, DelDOT, and Dover/Kent County MPO
- Excerpt from DRAFT Planning Commission Meeting Minutes of July 20, 2026
- Proposed Annexation Resolution #2026-09
- Proposed Rezoning Ordinance #2026-13



Title: Annexation & Rezoning of Lands of Johnson
Ordinance #: 2026-13
Addresses: 102 Fox Hall Drive
Parcel ID: ED00-076.05-01-06.00-000
Existing Zoning: RS-1 (Residential Single Family Zone)
Proposed Zoning: R-20 (One Family Residence Zone)
Owner: Frances & Bruce Johnson
Date: 5/27/2026



Legend

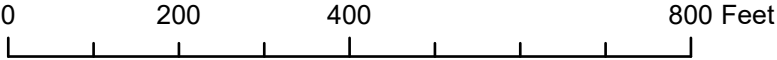
Subject Property

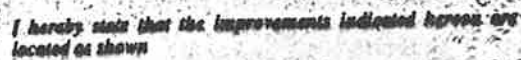
Dover Boundary

Zoning

Dover Parcels

Kent County Parcels







CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JULY 1, 2026



APPLICATION: Lands of Johnson at 102 Fox Hall Drive
FILE #: AX-26-03
REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater
CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater
CONTACT PHONE #: 302-736-7025
CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

1. Our office has no objections to the proposed annexation of tax parcel ED-00-076.05-01-06.00-000. Any redevelopment shall adhere to the City of Dover Water/Wastewater Handbook and the Specifications, Standards & Procedures for Public Works Construction. Impact fees will be applied to this property.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

1. None

ADVISORY COMMENTS TO THE APPLICANT

SANITATION / STREETS / STORMWATER / GENERAL

1. None

WATER / WASTEWATER

1. As per the Petition to Annex and Rezone Property, as heard by the Council Committee of the Whole, please find the following:
 - a. Water and Sanitary Sewer: 102 Fox Hall Drive is not served by City of Dover Water. 102 Fox Hall Drive is not served by City of Dover Sanitary Sewer. The property owner has contacted the Department about the possible connection to these services. Water and Sanitary Sewer are available to this property. The property owner is responsible for any and all costs associated with extending and providing service upgrades to the property. This may include, but not limited to, tapping the sanitary sewer and water mains, connection to the building for both utilities, purchasing appropriately sized water meter and pit, paying impact fees, and obtaining permits.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 07/01/26

APPLICATION: Lands of Johnson at 102 Fox Hall Dr

FILE #: AX-26-03

REVIEWING AGENCY: City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.us

PHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposal is an annexation and rezoning request. This office has no objections.
2. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. N/A

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
 2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
 2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
 2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
 2009 IBC (International Building Code)
 Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
 2021 Delaware State Fire Prevention Regulations
 City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

From: [Mobley, Will \(DeIDOT\)](#)
To: [Melson-Williams, Dawn](#)
Subject: EXTERNAL: Staff Development Advisory Committee Meeting 1 July 2026 DAC
Date: Thursday, July 2, 2026 4:12:54 PM

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning.

Here are the comments from DeIDOT for the applications discussed in the DAC Meeting 1 July

1. AX-26-03 Lands of Johnson at 102 Fox Hall Drive
 1. No Objection to annexation.
3. MI-26-08 Request for Street Abandonment : Liberty Street.
 1. Please allow me to verify that Liberty St is NOT State Maintained ROW. If it is not, I have not objection to abandonment. If it is, there is a process to abandon state ROW that must be started with our ROW section. However, please ensure that the planned facility does not encroach into DeIDOT ROW which is Martin Luther King Drive.

As you pointed out, we have had some reorganization in the department. The new POCs are

Kevin Hickman (Kevin.Hickman@delaware.gov)
Tijah Jones (Tijah.jones@delaware.gov)

Will

Sincerely,

Will T Mobley III, PMP

Division of Economic Development, DELDOT

Interim Kent County Review Coordinator

Phone (302)-760-2409

Will.mobley@delaware.gov

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 7/8/2026

**Dover/Kent
County
Metropolitan
Planning
Organization**

AX-26-03 Lands of Johnson at 102 Fox Hall Drive

FILE # AX-26-03 REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Annexation and Zoning Review

AX-26-03 Lands of Johnson at 102 Fox Hall Drive

The MPO has no objections to the Annexation Request and Rezoning Request. Further comments will be provided if changes to the property, such as subdivision or site development, take place at a later date.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.



CITY OF DOVER PLANNING COMMISSION

July 20, 2026

Excerpt from Meeting Minutes – Draft

The Meeting of the City of Dover Planning Commission was held on Monday, July 20, 2026 at 7:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Vice Chairwoman Mrs. Denney presiding. Members present were Mr. Michael Lewis, Mr. Roach (virtual), Mrs. Maucher, Mr. Baldwin, Dr. Jones, Mrs. Welsh, Mr. Reaves (virtual), and Mrs. Denney. Mr. Witham resigned from the Planning Commission effective July 2, 2026 leaving a vacancy of one member.

Staff members present were Mrs. Dawn Melson-Williams, Mr. Alex Dewey, and Mrs. Kristen Mullaney.

NEW APPLICATIONS

AX-26-03 Lands of Johnson at 102 Fox Hall Drive - Public Hearing and Review of an Annexation Request and Rezoning Request for a parcel of land totaling 1.6390 acres +/- located at 102 Fox Hall Drive. The property is currently zoned RS-1 (Residential Single Family Zone) in Kent County. The proposed Zoning is R-20 (One Family Residence Zone). The property is located on the south side of Fox Hall Drive to the west of but not adjacent to Kenton Road. The annexation category according to Dover's 2019 Comprehensive Plan is Category 1: High Priority Annexation Area and the land use designation is Residential Low Density. The property owners are Frances and Bruce Johnson. Property Address: 102 Fox Hall Drive. Tax Parcel: ED-00-076.05-01-06.00-000. Proposed Council District 1. Ordinance #2026-13. *The First Reading of this Annexation Request was completed on June 8, 2026. Public Hearing before the Planning Commission is scheduled for July 20, 2026 and City Council on August 10, 2026.*

Representative: Mr. Bruce Johnson, property owner

Mr. Dewey stated that this is application # AX-26-03 and the property address is 102 Fox Hall Drive. The lot size is about 1.64 acres. The property is currently zoned RS-1 (Residential Single Family Zone) in Kent County and contains a single family detached dwelling on the property. The applicant is currently seeking R-20 (One Family Residence Zone) as part of their Annexation request into the City. The *2019 Comprehensive Plan* for the City designates the property as a Category 1: High Priority Annexation Area and the plan's Land Use Category is Residential Low Density. The property is already continuous to land in the City of Dover which makes it actually eligible for consideration of annexation. With all Annexations, we primarily look at the Land Use Category which is planning for the types of land use for a particular area. This is identified as Residential Low Density. The R-20 (One Family Residence Zone) does match up with the Land Use Classification. The property location is shown on the screen at 102 Fox Hall Drive. It is located actually in the northwest quadrant of Dover. The property lies about 3 miles west of the St. Jones River and it sits between the local watershed of Fork Branch to the north and the Puncheon Run to the south. The lot rests in a semi-wooded and suburban micro-environment. Off to the west, there is actually a property that is annexed already into the City of Dover and it is in R-20 (One Family Residence Zone). It is not shown on the page but if you would like to see that, we can bring that up. Planning Staff is recommending approval of the

Annexation. For one, it is in an enclave. That will help fill one of the holes within the City of Dover's boundary. It is also R-20 (One Family Residence Zone), which the applicant is seeking. So, it is consistent with other developments in the area surrounding this parcel which include a number of residential zones such as R-20 (One Family Residence Zone) and R-8 (One Family Residence Zone). Thirdly, it is predominantly in a zone with other single-family dwellings. The Planning Commission is charged with reviewing this for a recommendation. It is a request for Annexation and Rezoning. They need to evaluate three factors when looking at the Rezoning. The first is whether the uses are permitted in the proposed zone change that would be compatible with the existing uses and zones in that area. The second is whether there are adequate public services and infrastructure that actually exists in the area or can be reached to serve this area. The third is whether the proposed change is in accordance with the City's *Comprehensive Plan*. The DAC Report also includes comments from the Department of Water/Wastewater and Public Services. In this case, the property is currently being served with electric from the City. The applicant has worked with the City's Department of Water/Wastewater for procedures on permitting and impact fees in order to make the connection with water and sewer. Also, the Fire Marshal's Office has no particular comments at this time, and the other agencies include DelDOT and the Kent Conservation District. They really have no objection to the Annexation as well as the Dover/Kent County MPO.

Mr. Johnson stated that as far as Mr. Dewey's presentation, the only mistake is that the annexed property is to the east of us not the west. (Staff Note: There are lands to the east that are in the city already. There is a property further west at the end of Fox Hall Drive that was annexed in 2021.) He thinks it is pretty clear why he is here. They are looking to hook up to City sewer and by doing that, we need to also hook up to the water.

Dr. Jones asked if Mr. Johnson was in agreement with the comments coming from Planning Staff and that there are some costs associated with some of the services that you are responsible for. Responding to Dr. Jones, Mr. Johnson asked for an example of what an upgrade to the property would be.

Mrs. Melson-Williams stated that a couple of the agencies noted that if for some reason in the future there was an additional development beyond the single family house that is there now; and that you understand that there are other implications to that including fees that would be related to additional sewer and water connections and things of that nature should you look to divide this lot in the future. She knows that you are not interested in that; but you have a single-family house there on somewhat of a larger tract for most properties here in Dover.

Mrs. Denney opened a public hearing and after seeing no one wishing to speak, closed the public hearing.

Dr. Jones moved to recommend approval to City Council for AX-26-03 Lands of Johnson at 102 Fox Hall Drive on the basis of the fact that it is compliant with the Comprehensive Plan and the Priority Annexations and also based upon DAC comments and the recommendation from Staff, seconded by Mrs. Welsh.

Mrs. Melson-Williams stated that she just wants to clarify the motion. In the case of an

Annexation, you are the recommending body so you are recommending its Annexation and that as noted in the DAC Report that the property be zoned R-20 (One Family Residence Zone). Responding to Mrs. Melson-Williams, Dr. Jones agreed.

Dr. Jones moved to recommend approval to City Council for AX-26-03 Lands of Johnson at 102 Fox Hall Drive on the basis of the fact that it is compliant with the Comprehensive Plan and the Priority Annexations and also based upon DAC comments and the recommendation from Staff and to include the zoning of R-20 (One Family Residence Zone), seconded by Mrs. Welsh and the motion was carried 8-0 by roll call vote. Dr. Jones voting yes; everything seems to be in order and there are no real wrinkles in this application. Mr. Reaves voting yes; for reasons previously stated. Mrs. Welsh voting yes; for reasons stated by Dr. Jones. Mr. Lewis voting yes; based on Staff recommendations. Mr. Roach voting yes; based on Staff recommendations and comments from Dr. Jones. Mrs. Maucher voting yes; based on DAC comments and Staff recommendations. Mr. Baldwin voting yes. Mrs. Denney voting yes; in keeping with the recommendations of the Planning Commission and she thinks that this application for this property to be added as R-20 (One Family Residence Zone) to this development is a great idea and is keeping with our Comprehensive Plan.

City of Dover

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2026-09

A RESOLUTION APPROVING THE INCLUSION OF AN AREA WITHIN THE LIMITS OF THE CITY OF DOVER.

WHEREAS, the Charter of the City of Dover authorizes Council to extend the boundaries of the said City in accordance with Title 22, Chapter 1, Section 101 of the Delaware Code (22Del.C.§ 101); and

WHEREAS, the Mayor and Council deem it to be in the best interest of the City of Dover to include an area contiguous to the present City limits, and hereinafter more particularly described, within the limits of the City of Dover; and

WHEREAS, the Charter of the City of Dover provides that if an annexation is petitioned by all owners of all property considered for annexation, no election shall be required. For an annexation petition not requiring an election, such petition shall be processed in accordance with procedures established for amendments to the zoning map, specified in Dover Code, Appendix B – Zoning. All annexation petitions shall be processed concurrently with the rezoning of the property considered for annexation and shall be subject to public hearing before City Council. Public notice shall be completed in accordance with the provisions of the Dover Code relating to amendment of the zoning map.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

1. That the following described area, situated in East Dover Hundred, Kent County, State of Delaware, along with all adjacent paths, sidewalks, roadways, and rights-of-way in their entirety, shall be annexed to and included within the limits of the City of Dover:

ALL that certain lot, piece or parcel of land with the improvements erected thereon, situated in East Dover Hundred. Kent County and State of Delaware, lying on the south side of Fox Hall Drive, a short distance west of Kenton Road, being bounded on the north by Fox Flail Drive, on the east by lands of Clifton A. and Marie F. 1 Hutton. on the south by Mallard Pond Subdivision, on the west by the residue of Lot #4, being all of Lot #2, Lot #3 and the easterly half of Lot #4 of the Esther and Morris Zurkow Subdivision and being more particularly described in accordance with a recent survey by Earl D. Smith, Inc., Professional Land Surveyors dated August 14, 1996 as follows to wit:

BEGINNING at a found iron rod in the south line of Fox Hall Drive at a corner for this lot and lands of Clifton A. and Marie F. Hutton; said point of beginning commencing from the intersection of the centerline of Kenton Road with the south line of Fox Hall Drive in a southwesterly direction with the south line of Fox Hall Drive a distance of 441.80 feet: thence running from said point of beginning with lands of Clifton A. and Marie F. Hutton, South 26 degrees 25 minutes East 335.20 feet to a found pipe in the centerline of a ditch in line of Mallard Pond Subdivision: thence running with the centerline of said ditch and Mallard Pond Subdivision, South 69 degrees 06 minutes West 243.80 feet to a set pipe at a corner for this lot and the residue of lot 144; thence running with said residue of Lot #4, North 26 degrees 25 minutes West 247.49 feet to a set pipe in the south line of Fox Hall Drive; thence running with said south line of Fox Hall Drive on the following two (2) courses: (1) North 47 degrees 05 minutes East 161.05 feet to a set pipe: thence (2) running in a northeasterly direction with a 573.70 foot radius curve to the right an arc distance of 90.29 feet having a chord bearing North 51 degrees 43 minutes 34 seconds East 90.18 feet to the point and place of beginning and containing 1.6390 acres of land be the same more or less.

2. That the above-described property shall be annexed into the City of Dover with a zoning classification as set by City Council and in accordance with the zoning map and environs then in force, effective upon such lands being included within the limits of the City of Dover.
3. That the certified copy of this resolution of annexation, together with a plot of the area annexed, shall be filed for record with the Recorder of Deeds of Kent County.
4. That the effective date of this resolution shall be the 11th day of August 2026, at 12:01 a.m.

ADOPTED: *

ROBIN R. CHRISTIANSEN
MAYOR

FRED A. NEIL
COUNCIL PRESIDENT

Action History

08/10/2026 - Introduction – City Council



FINAL READING

PROPOSED ORDINANCE #2026-13

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 102 FOX HALL DRIVE.

WHEREAS, the City of Dover has enacted a zoning ordinance regulating the use of property within the limits of the City of Dover; and

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property below from RS-1 (Residential Single Family Zone) to R-20 (One Family Residence Zone).

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from RS-1 (Residential Single Family Zone) to R-20 (One Family Residence Zone) on that property located at 102 Fox Hall Drive to the west of but not adjacent to Kenton Road, consisting of 1.6390 acres +/-, owned by Frances and Bruce Johnson.

(Tax Parcel: ED-00-076.05-01-06.00-000; Planning Reference: AX-26-03; First Council District)

ADOPTED: *

Action History

08/10/2026 – Scheduled for Public Hearing/Final Reading – City Council

07/20/2026 – Public Hearing – Planning Commission

06/08/2026 – First Reading – City Council

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on July 27, 2026, at 6:36 p.m. with Council President Neil presiding. Council members present were Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Ms. Arndt, Mr. Rocha, Dr. Sudler (via WebEx), and Mr. Lewis.

Staff members present were Deputy Police Chief Kuntzi, Ms. Marney, Ms. Duca, Fire Chief Carey (via WebEx), Deputy Solicitor Lehman, and Mrs. Bennett. Mayor Christiansen was also present.

OPEN FORUM

The Open Forum was held at 6:15 p.m., prior to commencement of the Official Council Meeting. Council President Neil declared the Open Forum in session and reminded those present that Council was not in official session and could not take formal action.

William Faust, Jr., 136 Orchard Avenue, addressed the splash pad project, the Downtown Dover Farmers Market, the Fraternal Order of Police investigation, public safety, and costs associated with Proposed Ordinance #2025-21. He requested additional information regarding project delays, expenditures, enforcement efforts, and public records.

Belinda Main, 142 Reese Street, thanked Sharon Duca, City Manager, for addressing neighborhood traffic concerns through the installation of children-at-play signage and expressed concern regarding increasing utility rates.

Dante Daniel, Chief Operating Officer of the Get Work Foundation, presented a proposal for a youth community and sports center that would combine recreation, education, mentorship, workforce development, and wellness programming. He requested city support for funding a feasibility study and advised that the organization planned to return with additional information in September. **(Exhibit #1)**

Darlene Hitchens, Dover, Delaware, raised questions regarding the Downtown Dover Farmers Market, including funding, vendor fees, police presence, trash removal, and community benefits.

Bonnie Pennington, 200 North Kirkwood Street, expressed concerns regarding speeding, traffic safety, constituent responsiveness, and neighborhood equity, encouraging council to focus on traffic enforcement while allowing children opportunities for outdoor recreation.

Jeffery Taylor, Dover, addressed homelessness, addiction, and social services, urging additional efforts to assist individuals experiencing homelessness and substance abuse.

INVOCATION

The invocation was given by Elder Ellis B. Loudon.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilwoman Pillsbury.

ADOPTION OF AGENDA

Ms. Arndt moved for adoption of the agenda, seconded by Mr. Boggerty and unanimously carried.

ADOPTION OF CONSENT AGENDA

All Consent Agenda items are considered routine and non-controversial and will be acted upon by a single roll call vote of the Council. There will be no separate discussion of these items unless a member of Council so requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

Mr. Rocha moved for adoption of the consent agenda, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JULY 13, 2026

The Minutes of the Regular Council Meeting of July 13, 2026, were unanimously approved by motion of Mr. Rocha, seconded by Dr. Pillsbury, and bore the written approval of Mayor Christiansen.

SPECIAL LEGISLATIVE, FINANCE AND ADMINISTRATION COMMITTEE REPORT - JUNE 8, 2026

By consent agenda, Mr. Rocha moved for acceptance of the Special Legislative, Finance and Administration Committee Report, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis). (Exhibit #2)

SPECIAL LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - JULY 9, 2026

By consent agenda, Mr. Rocha moved for acceptance of the Special Legislative, Finance, and Administration Committee Report, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis). (Exhibit #3)

COUNCIL COMMITTEE OF THE WHOLE REPORT - JULY 14, 2026

The Council Committee of the Whole met on July 14, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Mr. Boggerty, Ms. Hall (via WebEx), Mr. Lewis (via WebEx), Dr. Pillsbury, and Mr. Rocha. Ms. Arndt and Dr. Sudler were absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Garfinkel (via WebEx) (*Legislative, Finance, and Administration*). Mr. Shevock (*Legislative, Finance, and Administration*) was absent.

ADOPTION OF AGENDA

Mr. Rocha moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

Mayor and Council Reports – May and June 2026**First District**

Dr. Pillsbury had nothing to report.

Mr. Rocha reported that he had been working with staff regarding overgrown vegetation in the Maple Dale area, which is being addressed through the appropriate city departments. He also reported attending the African American Festival and noted that he continues to work on internal liaison matters with Mr. Boggerty and Ms. Arndt. Mr. Rocha stated that additional items remain under review pending further information.

Second District

Mr. Lewis had nothing to report.

Ms. Hall had nothing to report.

Third District

Ms. Arndt was absent; no report was given.

Fourth District

Mr. Anderson reported that he had assisted with several constituent matters and thanked city staff for their support in addressing those issues. He noted ongoing follow-up regarding a concern raised at a previous meeting and stated that information would be forwarded to the Police Chief when available. Mr. Anderson also reported increased public interest in the Alderman's Court. He highlighted his participation in the Juneteenth celebration, the African American Festival, and the Fourth of July event, and noted that updates regarding the Hamlet project would be provided at a future meeting.

Dr. Sudler was absent; no report was given.

At-Large

Mr. Boggerty reported that the Construction and Property Maintenance Code Board of Appeals has remained active and thanked the board members, council representatives, and citizen volunteers for their service. He also shared that he is participating in an initiative with the national Blacks in Government organization to support leadership development and encourage interest in government service. Mr. Boggerty noted that he continues to work with Mr. Rocha on pending matters and is collaborating with another organization to foster relationships within the community, with additional information to be shared at a later date. Lastly, Mr. Boggerty reported that he worked with the City Manager and Planning Department to expedite an emergent parking matter involving Calvary Baptist Church and expressed his appreciation for their prompt assistance. He also reported attending the Delaware House of Representatives for consideration of the Delaware John Lewis Voting Rights Act, stating that he attended to support efforts to protect voting rights and prohibit racial discrimination in voting procedures at the local level.

Council President Neil

Council President Neil reported participating in the Fourth of July parade. He stated that he and Ms. Arndt responded to a constituent concern regarding code enforcement and thanked Eddie Kopp for providing clarification. Mr. Neil also met with Richard Murphy, Director of Luther Village, regarding a dispute involving a proposed second emergency egress for a planned expansion and stated that the matter had been referred to City Manager Duca for further review.

Mr. Neil reported participating in the June 24 Construction and Property Appeals Board hearing with Mr. Boggerty and Mr. Rocha. He also worked with city staff to resolve a traffic sign concern in the Wild Meadows community and requested assistance with finalizing council approval of the annexation for 7 Nixon Lane, thanking Dawn Melson-Williams for her assistance.

Mr. Neil stated that he responded to numerous constituent emails regarding electric rate increases and encouraged residents to take advantage of the city's free DEMEC energy efficiency program. He also assisted with communications regarding issues involving the Persimmon Park Place manufactured home community and requested that City Manager Duca review the matter.

Mr. Neil reported responding to inquiries from the Delaware State News and Spotlight Delaware on various issues. He also shared information received from Chief Johnson regarding a traffic camera that had been removed, noting that it may have been part of a traffic study evaluating the feasibility of local speed cameras. Finally, Mr. Neil stated that he and Ms. Arndt received an inquiry regarding unfinished improvements at Dover Park and that Director Roger Ridgeway advised that several issues must be resolved before construction of the ADA-accessible playground can begin.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee met with Chairman Anderson presiding.

Adoption of Agenda

Dr. Pillsbury moved for adoption of the agenda, seconded by Mr. Garfinkel and unanimously carried.

Proposed Dual Employment Policy (Naomi Poole, Human Resources Director)

Ms. Naomi Poole, Human Resources Director, reviewed the background and analysis regarding the proposed Dual Employment Policy.

Staff recommended approval of the Dual Employment Policy.

Mr. Rocha moved to recommend acceptance of the staff recommendation for the approval of the dual employment policy. The motion was seconded by Dr. Pillsbury and unanimously carried.

By consent agenda, Mr. Rocha moved for approval of the Committee's recommendation, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

Mr. Anderson stated that an item regarding opioid settlement funds had been removed from the agenda due to the need for additional information. He explained that the committee needed documentation regarding the funds, including how much had been received, how the funds were being spent, and the meeting minutes establishing the criteria for approval. He stated that the requested information was expected to be available for the next meeting.

Mr. Anderson emphasized that the city has established processes for allocating public funds, including economic development funds, CDBG funds, ARPA funds, community development funds, and other grant programs. He stated that recommendations should proceed through the appropriate council committee before final approval by council. Mr. Anderson noted that maintaining a transparent and objective process allows the public to understand how public funds are being used and provides equitable opportunities for organizations to apply for available grants.

Mr. Boggerty questioned whether an item that had been removed from the agenda could still be discussed and whether the public would have an opportunity to comment on the matter. He expressed concern that allowing discussion before the necessary information was available could limit the public's ability to provide informed comments when the item is formally considered at a future meeting.

Responding to Mr. Boggerty, Mr. Anderson stated that the public would still have an opportunity to comment when the item is brought forward because agenda items are open for public comment. He explained that the item had been removed from the agenda approximately six hours before the meeting, which was why the matter was addressed at the beginning of the meeting.

Mr. Boggerty stated that he wanted to ensure members of the public would have the opportunity to comment again once the requested information was available. He emphasized that residents should have access to sufficient information to allow them to provide informed questions and comments.

Mayor Christiansen thanked Mr. Boggerty for raising the concern and emphasized the importance of adhering to public transparency requirements. He requested that discussion on the matter cease until the committee established to review the opioid settlement funds could present the necessary information to council and the public. Mayor Christiansen stated that the public should have the opportunity to review the information and understand the basis for the grant and funding decisions before providing input. He expressed concern that proceeding without the complete information would not serve the public interest and stated that the matter should be thoroughly reviewed before further action is taken.

Responding to Mayor Christiansen, Mr. Anderson stated that his concern was not with presenting the information but with ensuring that required documentation and transparency measures were followed. He referenced concerns regarding delays in posting meeting minutes and prior FOIA-related issues and stated that the public should have the opportunity to review information and ask questions. Mr. Anderson invited members of the public with questions or comments to come forward.

Michelle Walls, 34 N. Governors Avenue, Dover, stated that she came to speak regarding the opioid settlement funding item that had been scheduled for discussion by the Legislative, Finance, and Administration Committee and questioned why the item had been removed from the revised agenda and when it would return for consideration. She emphasized the importance of timely use of the settlement funds to support community needs while also stating that the delay provided an opportunity to ensure the process was transparent and properly reviewed. Ms. Walls requested that future discussions regarding the funding include clear public information regarding the amount of funding received, organizations receiving funds, and the intended use of those funds. She suggested creating a publicly accessible resource on the city's website to provide updates and promote accountability. She also encouraged the city to evaluate the effectiveness of funded programs to ensure resources are being used efficiently and producing meaningful results.

Dawn Meija, Dover, expressed concerns regarding the transparency and accountability of the process used to allocate opioid settlement funds. She acknowledged that the item had been removed from the agenda but stated that the public still has the right to ask questions regarding the process and criteria used to develop the proposed allocation. She requested clarification on how recipients were selected, what criteria were used, whether qualified organizations had an opportunity to apply, and what measurable outcomes would be required. She emphasized the importance of ensuring that opioid settlement funds are used effectively to address community needs, including treatment, recovery, and prevention efforts. She encouraged council to provide transparency regarding the selection process, funded organizations, and expected results before the funds are allocated.

Jeanie Anderson, Dover, expressed concerns regarding the transparency of the process used to evaluate and select organizations for opioid settlement funding. She requested information regarding how applicants were vetted, what qualifications were considered, which organizations participated in the process, and whether related meeting minutes and documentation would be made available to the public. She stated that she supports efforts to address drug-related issues in the community but emphasized the importance of an open and transparent process. She requested clarification on whether funds had already been allocated and stated that residents should have access to information regarding the use of public funds.

Mayor Christiansen addressed concerns regarding the transparency and accountability of the opioid settlement funding process. He stated that the item was

removed from the agenda because the necessary information and meeting documentation were not available and emphasized the importance of ensuring the public and council have complete information before further discussion. He stated that, following notification that the city had received opioid settlement funds, meetings were held with city staff to establish a process for tracking and reporting expenditures. He explained that, in addition to the State of Delaware's reporting requirements, the city intends to implement its own accountability measures to monitor awarded funds and require regular reporting from recipients. He noted that the organizations receiving funding were subject to a review process and that additional information would be provided to the public and council once compiled. He expressed his commitment to transparency and accountability and stated that he would work with the committee and staff to make the information available as soon as possible.

Responding to Mayor Christiansen, Mr. Anderson stated that the criteria used by the committee for evaluating opioid settlement funding applications had previously been presented to the Council Committee of the Whole for consideration and approval. He noted that the criteria established objectives, vision, and general guidelines for how the funds would be allocated. Mr. Anderson stated that the committee would need to review the documentation, including meeting minutes, to confirm that the approved criteria were properly applied and that the information would be made available to the public prior to the next meeting. He emphasized the importance of the opioid crisis issue and stated that addressing its impacts remains a significant concern for the city and the broader community.

Bonnie Pennington, Dover, questioned Mayor Christiansen regarding his statement that it was unclear where money went that was given out by the state.

Responding to Ms. Pennington, Mayor Christiansen stated that no money was given to the City of Dover from the first two opioid settlements. He also noted that they would provide a check. He further noted that due to the lack of accountability, he and Mayor West left the committee.

Mayor Christiansen stated that, based on his prior experience with the opioid settlement funding, he believes strong accountability measures are necessary to ensure the funds are used for their intended purpose. He reiterated his support for monthly reporting and oversight by the City Manager and Finance Director, stating that more frequent reporting would provide greater transparency and accountability than quarterly reporting alone. He also noted that additional opioid settlement funding may become available in the future and emphasized the importance of establishing a clear process and accountability framework for the evaluation, award, and monitoring of those funds.

Responding to Ms. Pennington, Mayor Christiansen stated that many of the funds he was referring to were never allotted to the City of Dover; instead, they were provided to entities within the State of Delaware. He reassured her that the City of Dover would not let any money walk away. He reiterated that some of the people

who received the funding had high political connections and there was no accountability, which is why he refused to be a part of the disbursements.

Mr. Anderson stated that, despite differences of opinion, he agreed with the Mayor regarding the importance of accountability for opioid settlement funds. He stated that concerns had been raised regarding the State's prior administration of opioid settlement funding, noting that the State Auditor became involved, and that the new administration made changes to the program's management. Mr. Anderson stated that those concerns related to the Governor's Office and the Attorney General's Office, not the City of Dover.

Mr. Anderson further explained that the city had expected to receive a share of the opioid settlement funds because the City of Dover was the original party to the litigation. He stated that the state subsequently established a process under which the settlement funds were placed into a statewide fund for distribution to Delaware entities, including municipalities and counties. He noted that the current allocation represents a portion of those settlement funds that will be distributed over ten years and emphasized that the funds now being discussed are the city's share of that statewide allocation.

William G. Faust, Jr., Dover, questioned when the settlement funds would be received and what the total amount to be allotted would be.

Responding to Mr. Faust, Mr. Anderson stated that the City of Dover was to receive \$258,000 in quarterly installments.

Mayor Christiansen noted that, to the best of his knowledge, the disbursements would be quarterly, but the ultimate decision rested with Bradley Owens, the Delaware Opioid Settlement Commission Director. He also noted that one applicant for the City of Dover funds did not qualify, leaving a \$68,000 balance available for an organization to apply for in quarter two and be awarded funds in quarter three.

Responding to Mr. Faust, Mayor Christiansen reiterated that he sat down with staff, and they guaranteed that the funding would be accounted for quarterly.

Responding to Mr. Faust, Mayor Christiansen stated that there are city staff who are on board to ensure the city will receive its funding. Also, the City of Dover was one of the first parties to bring forth litigation and deserves to receive the funding. He noted that he would not agree to serve on the committee if there was no accountability.

Doug Hall, North Dover, began by apologizing to council for the manner in which he addressed the body at a previous meeting. He stated that he attended the meeting to speak about the opioid settlement funding and shared his family's personal experience with substance use disorder. Mr. Hall described his nephew's repeated struggles with addiction, multiple attempts at rehabilitation, and recent relapses, emphasizing the challenges his family has faced in obtaining effective treatment.

Mr. Hall expressed concerns regarding the enforcement of drug-related offenses and the availability and effectiveness of local addiction treatment services. He stressed the importance of ensuring that opioid settlement funds are awarded to organizations that provide meaningful treatment and measurable results for individuals struggling with addiction. Mr. Hall also encouraged the city to include individuals with lived experience in substance use recovery when evaluating programs and making funding decisions. He stated that their firsthand knowledge could provide valuable insight into addressing the opioid crisis. Mr. Hall concluded by emphasizing the urgency of the issue and the need for the city to take meaningful action to combat addiction and overdose in the community.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 6:48 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 6:49 p.m.

By consent agenda, Mr. Rocha moved for acceptance of the Council Committee of the Whole Report, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

QUARTERLY REVIEW – CAPITAL INVESTMENT PLAN REPORT (CIP) (APRIL, MAY, AND JUNE)

Members were provided with the Quarterly Report for the Capital Investment Plan (CIP) as of June 30, 2026.

By consent agenda, Mr. Rocha moved for acceptance of the Quarterly Report for the Capital Investment Plan (CIP) as of June 30, 2026, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

QUARTERLY REVENUE REPORT AS OF JUNE 30, 2026

Members were provided with the Quarterly Review Report as of June 30, 2026.

By consent agenda, Mr. Rocha moved for acceptance of the Quarterly Revenue Report as of June 30, 2026, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

APPOINTMENTS/REAPPOINTMENTS – RECOMMENDED BY MAYOR CHRISTIANSEN

By consent agenda, Mr. Rocha moved for approval of the following appointments, as recommended by Mayor Christiansen, seconded by Dr. Pillsbury and carried by a roll call vote of seven (7) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Rocha, Dr. Sudler, and Mr. Neil) and two (2) abstentions (Ms. Arndt and Mr. Lewis).

BOARD OF ADJUSTMENT – THREE-YEAR TERM TO EXPIRE JULY 2029

Clarence C. Wagner, II

CODE BOARD OF APPEALS – ONE- YEAR TERM TO EXPIRE MAY 2027

Belinda Main

Steven LeBoon

**CONSTRUCTION AND PROPERTY MAINTENANCE CODE BOARD OF APPEALS
– ONE-YEAR TERM TO EXPIRE MAY 2027**

Matthew D. Campana, Representative of Homeowners

Charles C. K. Martin, Representative of Local Real Estate Industry Association

**DOVER PUBLIC LIBRARY ADVISORY COMMISSION – FIVE-YEAR TERM TO
EXPIRE JULY 2029**

Catherine A. Huffman (to fill the unexpired term of Shermaine E. Johnson-Moore)

ELECTION BOARD – THREE-YEAR TERM TO EXPIRE MAY 2028

Richard P. Gaydos (to fill the expired term of Mr. James W. Brockton)

ETHICS COMMISSION – FIVE-YEAR TERM TO EXPIRE JULY 2031

Dr. Samuel B. Hoff

PROPOSED DUAL EMPLOYMENT POLICY

Sharon Duca, City Manager, introduced the proposed Dual Employment Policy and recognized Naomi Poole, Human Resources Director, who was in attendance virtually.

Mr. Anderson noted that the policy consisted of clarifying language specifying that it applied to all employees, while council employees would receive authorization through their appointing authority.

Responding to Mr. Lewis, Ms. Duca stated that Ms. Poole had worked with the State of Delaware, but she would need to clarify which agency and whether it was the Public Integrity Commission.

Mr. Anderson moved for adoption of the Dual Employment Policy, seconded by Mr. Boggerty and unanimously carried by a roll call vote.

FINAL READING - PROPOSED ORDINANCE #2026-05

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of July 13, 2026. Council President Neil reminded members of the public that copies of the proposed ordinance were available at the entrance of the Council Chambers or on the City's website at www.cityofdover.gov under "Government".

Mr. Rocha moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Dr. Pillsbury and unanimously carried.

Mr. Eddie Kopp, Chief Code Enforcement Officer, reviewed the proposed amendments.

Responding to Mr. Lewis, Mr. Kopp stated that Code Enforcement addresses abandoned equipment during normal business hours, while the Police Department would be responsible for enforcement of activity occurring in the roadway.

Responding to Dr. Sudler, Mr. Kopp stated that he did not recommend allowing games to be played within the public right-of-way because of safety concerns. He also noted that the policy should be applied consistently throughout the city rather than in certain areas.

Dr. Sudler explained that he would not support the ordinance due to the safety concerns for pedestrians and motorists.

Ms. Hall stated that she supported providing children with opportunities for neighborhood recreation, but she believed that the proposed 30-minute limitation for the equipment remaining in the street was too restrictive and suggested a longer time period.

Responding to Mr. Lewis, Mr. Kopp stated that the complaints received primarily involved basketball goals and other recreational equipment being left in the street, creating potential hazards and obstructing the public rights-of-way, rather than complaints solely about children playing.

Responding to Mr. Lewis, Mr. Kopp explained that violations involving equipment left in the street would be handled in the same manner as other property maintenance violations. Property owners would first be notified and given the standard compliance period of thirty days before a citation would be issued.

Responding to Ms. Arndt, Mr. Kopp noted that complaints had originated from neighborhoods throughout the city rather than from any one specific area.

Mr. Kopp clarified that under the current city code, playing ball in the street is prohibited. He explained that the proposed ordinance would instead create limited circumstances under which basketball and similar games could occur while regulating the storage of recreational equipment in the public right-of-way.

Responding to Dr. Sudler, Mr. Kopp stated that although he did not know the original adoption date, he believed the ordinance had been enacted primarily for pedestrian and traffic safety.

Mr. Anderson moved for adoption of Proposed Ordinance #2026-05 as amended. The motion was seconded by Mr. Rocha.

Mr. Rocha stated that the ordinance specifically addressed games involving balls and similar objects rather than all forms of play in the street. He explained that he was supporting providing children with opportunities for neighborhood recreation while recognizing the importance of public safety.

Mr. Anderson moved to amend the ordinance at line 10 to read that it be unlawful on arterial roads, or non-residential roads, or between the hours of 11:00 p.m. and 7 a.m.

Ms. Arndt asked if the motion could be repeated.

Mr. Anderson stated that the motion was to add on line 10 after unlawful on arterial roads or non-residential streets, or between the hours of 11:00 p.m. and 7 a.m.

Responding to Mr. Lewis, Mr. Anderson stated that the Police Department would enforce play occurring within the roadway while Code Enforcement would address equipment being left in the public right-of-way. He also clarified that the amendment would continue to prohibit recreational activities on arterial roads and non-residential streets while permitting limited recreational activity on residential streets.

Mr. Anderson moved to amend the ordinance to add on line 10 after unlawful “on arterial roads or non-residential streets, or between the hours of 11:00 p.m. and 7:00 a.m. The motion was seconded by Mr. Rocha.

Mr. Kopp recommended that the term “arterial roads” be defined within the ordinance to improve public understanding.

Mr. Anderson noted that he was amenable to adding a clear definition or clarifying verbiage.

Mr. Anderson asked the Deputy Solicitor if he had a good legal synonym for arterial roads.

Deputy Solicitor Lehman recommended defining the term by reference to speed limits, such as roads where the speed limit exceeds 25 mph.

Mr. Anderson noted that many roads reach above 25 mph.

Mr. Rocha suggested identifying arterial roads as “high-capacity roads”. Mr. Anderson accepted the modification without objection.

Mr. Anderson moved to amend the ordinance to add on line 10 after unlawful “on arterial “high capacity” roads, or non-residential streets, or between the hours of 11:00 p.m. and 7:00 a.m. The motion was seconded by Mr. Rocha and carried with Mr. Lewis, Dr. Sudler, and Ms. Arndt voting no.

Mr. Anderson moved for adoption of Proposed Ordinance #2026-05 as amended. The motion was seconded by Mr. Rocha and carried by a roll call vote of five (5) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Mr. Rocha, and Mr. Neil) and four (4) no (Dr. Pillsbury, Ms. Arndt, Dr. Sudler, and Mr. Lewis).

Mr. Rocha moved for reconsideration of the ordinance for the purpose of revisiting the 30-minute equipment storage provision. The motion was seconded by Mr. Anderson and unanimously carried.

Mr. Rocha moved for reconsideration of Proposed Ordinance #2026-05 to reconsider the 30-minute time limit. The motion was seconded by Mr. Anderson and carried by a roll call vote of six (6) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Ms. Arndt, Mr. Rocha, and Mr. Neil) and three (3) no (Dr. Pillsbury, Dr. Sudler, and Mr. Lewis).

Mr. Rocha moved to amend line 16 to reflect 60 minutes and strike 30 minutes. The motion was seconded by Ms. Hall and carried by a roll call vote of five (5) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Mr. Rocha, and Mr. Neil) and four (4) no (Dr. Pillsbury, Ms. Arndt, Dr. Sudler, and Mr. Lewis).

By motion of Mr. Anderson, seconded by Mr. Rocha, Council, by a roll call vote of five (5) yes (Ms. Hall, Mr. Boggerty, Mr. Anderson, Mr. Rocha, and Mr. Neil) and four (4) no (Dr. Pillsbury, Ms. Arndt, Dr. Sudler, and Mr. Lewis), adopted Ordinance #2026-05 with Staff Amendment #1 (SA#1), as amended, as follows:

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Chapter 70- Offenses and Miscellaneous Provisions, Section 70-4- Throwing and kicking objects and playing games in the streets and public places, be amended to read as follows:

Sec. 70-4. Playing games and storing equipment in streets and public places.

- (a) It shall be unlawful on arterial “high capacity” roads, or non-residential streets, or between the hours of 11:00 p.m. and 7:00 a.m. for any person to throw, kick, or project, in any manner whatsoever, any ball, or other object in the city streets and public places, or to play or practice athletic games, quoits, pitching pennies, and like games on the city streets and public places.
- (b) It shall be unlawful for any person to store or leave unattended for sixty minutes or more play equipment or other similar objects in streets, public right-of-way, or any area where pedestrian or vehicular traffic could be hindered or impeded within the corporate limits of the city, unless those places are specifically designated for those purposes by lawful authorities.
- (c) Play equipment is defined as any structure or object designed for recreational play use. This includes, but is not limited to, basketball goals, nets, ramps, swings, slides, and climbing frames.

Charter reference - Power of council to regulate use of streets, subpart A, § 29.

ADOPTED: July 27, 2026

CITY MANAGER'S ANNOUNCEMENTS

Ms. Sharon Duca, City Manager, announced that the city’s annual tax bills had been mailed and reminded residents that the payments could be made without penalty through August 31, 2026.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen reminded residents that National Night Out would be held on August 3, 2026, at Dover High School and encouraged everyone to attend. He also announced that the Third Annual Baila Con Dover festival would be held on August 29, 2026, at Legislative Mall.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Boggerty addressed a matter concerning committee liaison assignments and withdrew his offer to serve as an alternate liaison for the Dover Human Relations Commission.

The meeting adjourned at 7:34 p.m.

ANDRIA L. BENNETT
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of July 27, 2026, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

Exhibits

Exhibit #1 – Get Work Foundation Handout

Exhibit #2 – Special Legislative, Finance, and Administration Committee Report of June 8, 2026

Exhibit #3 – Special Legislative, Finance, and Administration Committee Report of July 9, 2026


GET WORK

FOUNDATION

From Potential to Purpose.

DOVER CITY COUNCIL LEGISLATIVE PATH

\$50,000 - \$60,000 FEASIBILITY STUDY BUDGET AMENDMENT

LEGISLATIVE OBJECTIVE

Approve a one-time FY2027 budget amendment from the Economic & Community Development Fund for an independent feasibility and economic-impact study in the amount of \$50,000 - \$60,000. This does not authorize construction, property acquisition, debt, or future facility funding.

\$50,000 - \$60,000

LEGISLATIVE ACTIONS

1

Secure two Council sponsors

A lead sponsor and co-sponsor introduce and advocate for the amendment.

2

Submit the agenda request

Send the request to the Council President, City Clerk, City Manager, Controller/Treasurer, and City Solicitor.

3

Obtain staff certification

Confirm the money is uncommitted, legally available, and eligible for this purpose.

4

Refer to committee

Route through Legislative, Finance and Administration or the appropriate Committee of the Whole.

5

Approve committee recommendation

Direct staff to prepare the ordinance, budget entries, consultant scope, and procurement process.

6

Complete required readings

Announce and introduce the ordinance, then return it for final consideration at the required subsequent meeting.

7

Approve the amendment

Secure at least five affirmative Council votes and written approval from the Mayor.

8

Begin City procurement

The City competitively selects and contracts with an independent consultant.

9

Require public reporting

The consultant delivers a final report and publicly presents findings and recommendations.

REQUIRED CONTENT & APPROVALS

THE ORDINANCE MUST

- Appropriate an amount not to exceed \$50,000 - \$60,000.
- Identify the Economic & Community Development Fund as the source.
- Create a professional-services expenditure line.
- Authorize the City Manager to administer the contract.
- State that the action does not authorize construction or future funding.

THE STUDY SHOULD EVALUATE

- Market demand and sports-tourism potential.
- Community need and potential Dover sites.
- Construction and operating costs.
- Revenue, jobs, hotel stays, and visitor spending.
- Ownership, governance, and funding options.
- Whether the project should proceed, change, phase, or stop.

COUNCIL IS APPROVING

- A limited planning appropriation up to \$60,000.
- Independent professional due diligence.
- A City-controlled consultant process.
- A public report and recommendation.

COUNCIL IS NOT APPROVING

- Construction or site acquisition.
- City debt or future operating subsidies.
- A grant paid directly to GetWork Foundation.
- Automatic funding after the study.

KEY MESSAGE FOR COUNCILMEMBERS

Council is not being asked to approve or build the facility. Council is being asked to fund independent due diligence so Dover can determine whether the project is viable, sustainable, and capable of producing measurable economic and community benefits.

SPECIAL LEGISLATIVE FINANCE AND ADMINISTRATION COMMITTEE

A Special Legislative, Finance, and Administration Committee Meeting was held on June 08, 2026, at 5:01 p.m. with Chairman Anderson presiding. Members of Council present were Council President Neil, Ms. Arndt, Mr. Boggerty, Ms. Hall (in at 5:12 p.m.), Mr. Lewis (in at 5:06 p.m.), Dr. Pillsbury (via WebEx), Mr. Rocha, and Dr. Sudler. Mayor Christiansen was also present. Civilian members present were Mr. Shevock and Mr. Garfinkel (in at 5:11 p.m.).

ADOPTION OF AGENDA

Ms. Arndt moved for adoption of the agenda, seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2026-12 – Amending Chapter 2 – Administration, Article V. – Finance, by adding Sec. 4-428. – Public Safety Fee (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the background for Proposed Ordinance #2026-12.

Staff recommended forwarding Proposed Ordinance #2026-12 to council for approval.

Responding to Mr. Rocha, Ms. Duca stated that the ordinance is structured to mirror processes similar to sanitation, sewer, etc., where rates are included in the rates and tariffs. She noted that once council has taken action, the residential rates would be set at zero. The commercial rates would be divided into three groups: small, medium, and large, which coincide with the electric designation for sizing commercial properties. Those rates would be \$10, \$20, and \$40 a month.

Responding to Mr. Rocha, Ms. Duca stated that it is set up so that residential could be included in the future if it were needed.

Mr. Anderson noted that the commercial numbers apply to businesses, nonprofits, and so forth.

Responding to Mayor Christiansen, Ms. Duca stated that the funds would be allocated for specific expenses related to police and fire. The funds for the fire department would be used towards fire truck debt services and purchases. The police department funds would be used in relation to their administrative expenses and capital costs. Therefore, establishing a separate fund would ensure that the money is going directly to where it is supposed to, due to the additional accounting standards that are required to monitor those funds.

Responding to Mayor Christiansen, Ms. Duca stated that it is important for the public to understand that the city does not cover their full expenses outside of the allotment provided once a year. Most of the funding is gathered through the volunteer fire department. She explained that the city covers fire truck purchases, which are being focused on. The needs of the fire department are not negated by the creation of the fee.

Mr. Anderson noted that he spoke with Chief Carey of the Dover Fire Department who did not raise any objections.

Responding to Mr. Lewis, Ms. Duca stated that the proposed fund's allocations should be discussed during the budget hearing process so that council is aware of how the funds will be used. She noted that if \$600,000 is budgeted, the intended uses of those funds should be identified during budget deliberations. Ms. Ducas further stated that any additional funding needs or newly identified expenditure should be brought back before council for discussion and consideration.

Mr. Rocha moved to accept the staff recommendation for Proposed Ordinance #2026-12. The motion was seconded by Dr. Sudler and unanimously carried.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 5:13 p.m.

SPECIAL LEGISLATIVE FINANCE AND ADMINISTRATION COMMITTEE

A Special Legislative, Finance, and Administration Committee Meeting was held on July 09, 2026, at 6:00 p.m. with Chairman Anderson presiding. Members of Council present were Council President Neil, Mr. Rocha, Mr. Lewis, Dr. Pillsbury, and Dr. Sudler. Ms. Arndt, Mr. Boggerty, and Ms. Hall were absent. Mayor Christiansen was also absent. Civilian members present were Mr. Garfinkel and Mr. Shevock (*Legislative, Finance, and Administration*).

ADOPTION OF AGENDA

Mr. Neil moved for adoption of the agenda, seconded by Mr. Lewis and unanimously carried.

Discussion on the FY2026-27 Long-Term Fiscal Solvency, Wealth, and Health Optimization of The Capital of Delaware (Councilman Sudler and Councilman Lewis)

Before the discussion began, Council President Neil read into the record a statement regarding the proposal (**Attachment #1**).

Dr. Sudler thanked Mr. Anderson for allowing the presentation to be included on a special meeting agenda for an extensive discussion.

Dr. Sudler requested that Ms. Arielle Rivera, Assistant City Clerk, read the questions submitted by Mr. Anderson and the responses provided by Dr. Sudler (**Attachment #2**).

Mr. Garfinkel thanked Dr. Sudler for the presentation and commented on the thoroughness of the presentation. He emphasized the importance of planning for the future. He stated that the costs of providing services should be shared by those who benefit from them, either directly or indirectly, rather than relying primarily on taxpayers.

Mr. Rocha expressed appreciation for initiating the discussion early in the fiscal year rather than near the end of the budget cycle. He commended Dr. Sudler and Mr. Lewis for listening to both the community and council's concerns. He stated that the proactive approach would better position the city to prepare for future fiscal challenges.

Mr. Lewis stated that the proposal had been made available online. He encouraged the public to review the proposal and stated that the city should address the issue rather than continue delaying action. He explained that the proposal, developed with Dr. Sudler, was intended to help reduce the financial burden on residents and taxpayers.

William Faust, Jr., Dover, stated that he had reviewed the proposal and questioned how existing tax abatements for downtown development projects would affect it. He expressed support for the proposal, stating that it was intended to reduce the financial burden on residents and that no alternative proposal had been presented. He also shared concerns about rising utility costs, the economic challenges facing residents and local businesses, and encouraged council to work together to identify a long-term solution.

Bonnie Pennington, Dover, thanked Mr. Lewis and Dr. Sudler for developing the proposal and expressed her support for the idea. She stated that the proposal would benefit residents broadly

and acknowledged the financial challenges many individuals face with increasing costs of living, including household expenses, medical costs, and utility bills.

Vonderlear Smack, Dover, thanked Mr. Lewis and Dr. Sudler for listening to constituents and bringing forward the proposal. She stated that she had been raising concerns about increasing electric rates for several years and shared that she has received calls from elderly residents seeking assistance with utility bills. Ms. Smack asked whether the city could consider rolling back the most recent rate increase to provide relief for residents on fixed incomes.

Responding to Ms. Smack, Dr. Sudler stated that the proposal would provide a mechanism for reallocating surplus funds back to residents and constituents in future years, pending council's approval and the proposal's implementation. He stated that the plan would increase baseline revenue or reserves in the first year and, if projections are met, could allow for reductions in utility costs and potentially help offset future tax increases. He acknowledged that relief would not occur immediately but stated that the proposal represented a step toward addressing long-term financial concerns. Dr. Sudler also noted that the city has customer assistance programs available and referred residents to Customer Service for additional information.

Dr. Sudler reviewed the presentation entitled "Growth Pays for Growth" (**Attachment #3**).

Mr. Garfinkel moved to accept the Capital Area Municipality Sustainability Act (CAMSA) presentation and authorize City Manager Sharon Duca and the municipal budget team to conduct a rigorous sustainability, feasibility, and validity appraisal of the "Growth Pays for Growth" conceptual model, establishment of Section 49A (Municipal Services Impact Fee) by August 24, 2026. The motion was seconded by Mr. Shevock.

Mr. Rocha asked how the proposal would impact the city's budget structure and enterprise funds, specifically, and whether utility fees associated with electric and water services would remain in place or be restructured under the proposed method.

Responding to Mr. Rocha, Dr. Sudler stated that, to his understanding, the enterprise fund fees would continue but could potentially be reduced. He stated that further discussion and review would be needed to determine the specific impact and suggested that additional information could be provided by the Controller and Treasurer.

Responding to Mr. Rocha, Ms. Patricia Marney, Controller/Treasurer, stated that the proposal would require further review, including research and discussions with other municipalities regarding similar approaches. She explained that enterprise funds and the General Fund must remain separate and that utility fees would continue because they cover the costs associated with operating and maintaining specific utilities. She clarified that the proposal could potentially provide an alternative funding source for certain capital and infrastructure costs, which could help reduce portions of utility charges. Ms. Marney noted that usage-based fees would remain in place, while the proposal could potentially impact customer charges associated with infrastructure costs.

Responding to Mr. Rocha, Ms. Marney used the example of an electric bill. She stated that the customer charge covers the cost of bringing the transformers and putting the infrastructure in place. The usage fee is the amount the customer has used. She noted that, from her interpretation, it would be reducing the customer fee.

Responding to Mr. Rocha, Ms. Marney stated that the implementation details would need further development if the proposal moved forward. She explained that the structure of any potential transfer between funds would need to be clearly defined, documented, and aligned with each fund's designated purposes, with final decisions to be made by council.

Responding to Mr. Rocha, Ms. Marney stated that the city receives approximately \$450,000 from the State of Delaware and 1.6 million from the Grant-in-aid funding, which was allocated to public safety and higher education funds.

Ms. Marney stated that she believed the proposal was worth exploring but that it would require additional discussion and could present implementation challenges. She advised that implementation may not be feasible until Fiscal Year 2028 and explained that the approach would depend on how council chooses to structure and bill the proposed fee. Ms. Marney noted that changes to the city's billing and accounting systems could be required, resulting in implementation costs and additional time before the proposal could be put into effect. She explained that Seattle uses their tax billing system to bill their fee.

Responding to Mr. Rocha, Ms. Marney stated that there appears to be a path to establishing the proposed revenue as a restricted fund dedicated to specific purposes, such as reducing utility costs and funding infrastructure improvements. She explained that the implementation would depend on how the proposal is structured and drafted and would require amendments to the City Charter and Code of Ordinances, along with further evaluation of the proposal's details.

Mr. Anderson stated that the proposal represented the beginning of a longer process and noted that it would require a fiscal note, which distinguishes it from many other charter amendments. He expressed support for placing the matter on a future agenda to allow for further consideration and potential coordination with the state's budget process. Mr. Anderson encouraged public engagement and support for the proposal, stating that its advancement would require participation from both city officials and residents. He also referenced examples from other municipalities that receive state support through similar funding mechanisms, such as Harrisburg, Pennsylvania, which received \$5 million from the State of Pennsylvania for its PILOT.

Responding to Mr. Anderson, Ms. Marney stated that Wilmington received millions in PILOT funding because of the language in the state code governing PILOT. She explained that they received one hundred percent of their taxable value, whereas, by code, the City of Dover receives only thirty percent. Additionally, she noted that the amount billed exceeded the state budget, so the City of Dover PILOT was reduced by \$885,000. However, Mr. Anderson was able to recoup those funds.

Mr. Anderson explained that he questioned the city's PILOT funding and was told it was awarded to Wilmington because its taxes increased. He thanked Senator Paradee and Senator Pettyjohn for their assistance, noting that Georgetown was affected as well. He stated that the proposed legislation could provide greater statutory predictability for future funding but emphasized that it would require thorough legal and fiscal review, broad support, and significant advocacy to secure the necessary approval.

Dr. Pillsbury expressed concern that the proposal could shift costs to other entities, which might result in increased costs elsewhere. She noted that, while she was not opposed to the proposal, she

believed it was important to consider the potential broader financial impacts of reallocating those costs.

Responding to Dr. Pillsbury, Dr. Sudler stated that the proposal was designed to protect residents by providing a mechanism to reduce and potentially freeze residential utility costs over time. He stated that larger institutions have additional resources and funding mechanisms, such as grants and bond bill money, available to offset increased costs. In contrast, individual residents often have fewer options for financial relief. He emphasized that the proposal would provide residents with additional support in managing their monthly financial obligations.

Mr. Neil stated that he would support moving the proposal forward to allow staff to evaluate its feasibility, identify potential challenges, and provide a report to council. He acknowledged that the proposal may receive significant feedback and discussion from various stakeholders due to its potential impact. Mr. Neil stated that he believed the proposal warranted further review, particularly given that a portion of the city's population does not pay property taxes. He emphasized the importance of understanding the proposal's practicality and potential outcomes before proceeding further.

Mr. Anderson requested that Ms. Rivera read back the motion.

Ms. Rivera stated that Mr. Garfinkel moved to accept the Capital Area Municipality Sustainability Act (CAMSA) presentation and authorize City Manager Sharon Duca and the municipal budget team to conduct a rigorous sustainability, feasibility, and validity appraisal of the "Growth Pays for Growth" conceptual model, establishment of Section 49A (Municipal Services Impact Fee) by August 24, 2026. The motion was seconded by Mr. Shevock.

Mr. Anderson noted that the second set of meetings in August would be canceled, and the intention is to have the item back on the agenda in September so that a Resolution can be adopted by council before the end of September, allowing the General Assembly to begin lobbying for the city. He also recommended an amendment to add a legal review to the motion.

Mr. Garfinkel stated that he was in favor of the amendment. Mr. Shevock, the seconder, was in favor of the amendment. The amendment to add a legal review to the motion was unanimously adopted.

Mr. Faust expressed support for the proposal and encouraged those with concerns or alternative viewpoints to present other solutions. He stated that the city must continue working toward making Dover an affordable and safe place to live and expressed concerns about the impact of rising costs on residents. Mr. Faust commended Mr. Lewis and Dr. Sudler for developing and presenting the proposal and encouraged continued discussion and consideration of solutions to address the city's financial challenges.

LaChelle Paul, Dover, stated that she had reviewed the proposal in detail and provided comments regarding potential legal, funding, and implementation considerations. She stated that the proposed charge would likely need to be structured as a fee rather than a tax due to limitations related to taxing nonprofit organizations. Ms. Paul expressed concerns regarding the sustainability of grant funding and recommended establishing a cap on potential charges to ensure the proposal remains manageable for affected entities and other municipalities. She noted the importance of carefully

structuring the proposal to avoid shifting costs to residents through other organizations and stated that additional safeguards could improve the likelihood of legislative approval.

Responding to Ms. Duca, Dr. Sudler stated that MSIF was intended to be a municipal service infrastructure fee strictly for infrastructure.

Responding to Ms. Duca, Dr. Sudler stated that he initially proposed using the gross square footage. However, he noted that they can continue additional research into how other municipalities are implementing it.

Ms. Duca stated that staff had initiated the process of reviewing priority-based budgeting for Fiscal Year 2028. She explained that department heads had begun evaluating Fiscal Year 2026 operations and that additional work would be needed to analyze programs and priorities under this approach. Ms. Duca stated that staff intends to bring forward a proposal to council early in the process for review and consideration by both council and the public.

Mr. Garfinkel moved to accept the Capital Area Municipality Sustainability Act (CAMSA) presentation and authorize Sharon Duca, City Manager, and the municipal budget team to conduct a rigorous sustainability, feasibility, and validity appraisal of the “Growth Pays for Growth” conceptual model, establishment of Section 49A (Municipal Services Impact Fee), and a complete legal review by the first meeting in September. The motion was seconded by Mr. Shevock and unanimously carried.

Mr. Anderson noted that the Legislative, Finance, and Administration meeting of July 28, 2026, would be canceled.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 7:29 p.m.

David L. Anderson

Chair, Legislative, Finance, and Administration Committee

Attachments

Attachment #1 – Council President Neils' remarks

Attachment #2 – Mr. Anderson and Dr. Sudler's email correspondence

Attachment #3 – Presentation Entitled “Growth Pays for Growth”

Special Session Remarks for July 9, 2026 FY 28 Budget Proposal By Dover City Council President Fred Neil

During my years as a news reporter, I learned to be wary of politicians who arrive with a handful of seeds promising to grow money trees and free citizens from taxes increases. That experience shapes how I view the eleventh hour financial maneuver attempted by two of our members—an effort the General Assembly would not act on unless this Council, as a whole, formally requested it. That is not fiscal policy. That is politics.

The timing alone reveals the political nature of the proposal. Previous attempts to impose a PILOT—Payment in Lieu of Taxes—on the 45% of Dover properties that are tax exempt triggered a loud and forceful backlash from the legally not taxable. The Council stepped back. Yet here we are again, with grandiose assertions reported in the Delaware State News on July 6, 2026, claims as debatable as the old question of what came first, the chicken or the egg.

Even if one accepted the premise, the practical hurdles are enormous. Securing agreement from the affected institutions would require extensive negotiation, but negotiation has not been mentioned—likely a session or two of legislative work—and there is no guarantee of success. The article suggests private non-profits could simply obtain grants to cover the additional costs. But grants to municipalities are drying up nationwide, a trend driven by decisions in Washington. Is that realistic, or is that politics talking?

Meanwhile, the State and City have already demonstrated what real investment looks like.

Downtown redevelopment is producing the tax base Dover needs: 120 apartments and retail at the former Acme site, and 42 apartments with retail at the old Post Office. These projects are just a start. They will bring residents, activity, and long-term revenue—without gimmicks.

And none of this touches the core issue: Delaware's fractured revolving door justice system. Endorsing changes to Dover's budget process will not cure a system that releases arrested drug dealers on unsecured bail the same day or allows individuals struggling with addiction and mental illness to avoid accountability. Our kindhearted legislators have unintentionally created conditions that undermine public safety. Budget changes do not fix that.

Despite the political origins of the proposal, I value the discussion. There may be elements staff can examine and adapt—ideas with practical merit once stripped of political packaging. Council members are not the financial experts; we set the theory. Staff reports on the practicality.

Our responsibility is to separate political theater from fiscal reality.

From: [Roy Sudler Jr.](#)
To: [Anderson, David](#); [Lewis, Brian](#); [City Clerks Office](#)
Cc: [Duca, Sharon](#); [Marney, Patricia](#)
Subject: EXTERNAL: Re: Proposal
Date: Thursday, July 9, 2026 4:45:16 PM

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Chairman Anderson,

Thank you for the inquiry!

Provided for your review and submission to the Legislative Finance and Administrative Committee is the response to your questions.

1. **The state of Delaware isn't just tax-exempt like the other entities; it is tax-immune. We have no authority to tax it. That means the fee must relate to costs incurred.**

Pg. 6 and 7PDF

The Fee Distinction: This is why frameworks such as the Municipal Services Impact Fee (MSIF) are transitioning away from **ad valorem structures [2026-CAMSA-07]**. Because the MSIF is classified as a regulatory service fee calculated strictly on Gross Square Footage (GSF) rather than an ad valorem tax based on valuation, it bypasses traditional tax-exempt protections [2026-CAMSA-07]. It legally compels large institutions to pay for the exact physical utility and emergency assets they consume, creating structural fiscal equity [2026-CAMSA-07].

As these entities expand, they absorb geographic territory, removing valuable acreage from the taxable land base while driving up service demands [2026-CAMSA-04]. CAMSA resolves this paradox by shifting from property valuation to a regulatory service fee of \$1.00 per gross square foot (GSF), ensuring that non-residential mega-structures pay their fair share [2026-CAMSA-07].

Pg. 6 and 7PDF

2. **Where did you get the fee level? How do you back it up based upon costs?**

The fee structure is based on Priority-Based Budgeting (PBB), which connects municipal costs to specific infrastructure and public safety needs created by large developments. The entry-level billing rate is set at \$1.00 per Gross Square Foot (GSF) per the CAMSA financial framework. PBB focuses on the city's core goals, such as resident safety and utility repairs, ensuring funding is directed towards programs that achieve these objectives [2026-CAMSA-07]. To address the city's structural deficit without raising property taxes or imposing administrative costs on residential utility accounts, a target of \$12,990,000 in annual revenue is required from Dover's 12,990,000 GSF tax-exempt institutional tier.

Pg. 9 and 10PDF

3. **Is the possible loss of PILOT and Higher ed public safety grant in your calculations?**

YES!

The potential loss of traditional state Payment in Lieu of Taxes (PILOT) programs and the Higher Education Public Safety Grant are key reasons the CAMSA framework totals \$12,990,000. This framework channels MSIF revenues into dedicated infrastructure funds through Priority-Based Budgeting (PBB), eliminating unpredictable deficits in the general fund.

Instead of relying on uncertain state allocations, CAMSA is designed to overcome the loss of these grants by establishing a stable, legally binding local fee. Traditional PILOT and higher education grants are unreliable and do not cover the actual costs of maintaining infrastructure for 12.99 million square feet of tax-exempt property.

CAMSA secures an independent revenue stream that benefits local taxpayers and reduces dependence on these inconsistent grants.

Pg. 9 and 10PDF

4. How will this impact the hospital expansion needed?

It will have a positive impact on the hospital's expansion because the CAMSA proposal is designed to decisively support and stabilize the infrastructure necessary for the hospital expansion, which is essential to accommodate large-scale medical developments. It ensures that these advancements can proceed without overburdening Dover's public utility networks or straining local residential taxpayers. Given that regional medical centers, like Bayhealth, are generally tax-exempt, their substantial expansions can impose significant structural stress on the city's infrastructure while failing to contribute to the property tax base.

5. Our current billing system is not set up for this proposal. Is software and staffing costs considered for the first year? How much will administration cost?

Pg. 7 and 8PDF

Yes, the proposal includes first-year software and staffing costs through an Administrative Cost Recovery Carve-Out within the core allocations. CAMSA uses verified Municipal GIS Division datasets to identify non-residential, tax-exempt structures over 50,000 GSF, establishing a billing baseline of 12,990,000 GSF, which generates \$12,990,000 annually in cost-recovery revenue [2026-CAMSA-07].

Following Revenue Policy Mandate 7, CAMSA sets strict budget controls, allocating the \$12.99 million into sub-accounts: 50.04% for safety, 34.56% for grid repair, and 15.40% for reserve stabilization [2026-CAMSA-07].

Importantly, the proposal doesn't require new taxpayer dollars so that it won't impact Dover's General Fund. Instead, it creates a self-funded administrative launch to finance the software integration and staffing needed to modernize our billing systems, turning IT and GIS into revenue-generating assets at no cost to local taxpayers.

Pg. 7 and 8PDF

6. What is an example of a place with this proposal?

Footprint-based impact fees are legally recognized across a range of jurisdictions, from Oklahoma to California, to offset infrastructure expenditures. Priority-Based Budgeting is currently enhancing fiscal sustainability in over 200 municipalities across

the United States. The CAMSA initiative integrates these established, legally sound mechanisms into a comprehensive framework designed to safeguard the interests of working families in Dover.

Intergovernmental Precedent: Alternative Legislative Instruments

This framework leverages successful legislative strategies from other progressive municipalities, thereby promoting structural equity. For instance, it adopts the model used by Seattle, Washington, which implements direct structural and service fees based on non-residential property footprints. This approach ensures 100% compliance with existing legal standards.

Pg. 13 and 14PDF

XII. Comparative Fiscal Analysis

The table below contrasts Dover's current financial exposure against the structured mitigation frameworks active in other capital cities. Without the passage of CAMSA or a dedicated Bond Bill allocation, Dover remains the only listed capital city that forces local residential utility users to absorb the full cost of state-driven infrastructure decay.

On 07/09/2026 12:14 PM EDT Anderson, David <david.anderson@dover.de.us> wrote:

Gentlemen, I apologize for not sending you questions yesterday as I intended, but life took a different path. I have several questions. I want you to be prepared for them because that makes better discussion.

Off the record, I am in favor of the direction that you wish to take here. I think that there is brilliance in the proposal. It is however a radical departure from the way things work in Delaware. That's not bad, it just means a lot of adjustments will need to be made and questions answered. I don't think every question needs to be answered to advance the resolution, but several do need to be answered. I want legal review to help craft the charter change and bring that back in August. That's what I will be looking towards. I don't want you blindsided by that. Because we're not always in lockstep politically, I want you to know in advance what my thoughts are and why so we have no misunderstandings.

First batch of questions

The state of Delaware isn't just tax exempt like the other entities, it is tax immune. We have no authority to tax it. That means the fee must relate to costs incurred. Where did you get the fee level? How do you back it up based upon costs? Is the possible loss of PILOT and Higher ed public safety grant in your calculations?

How will this impact the needed hospital expansion?

Our current billing system is not set up for this proposal. Is software and staffing costs considered for the first year? How much will administration cost?

What is an example of a place with this proposal?

Respectfully,

The Honorable David L. Anderson

4th District Councilman, Dover, DE

Phone: (302)339-1047

Council Office: (302)736-7006

Sent from my T-Mobile 5G Device

Get [Outlook for Android](#)

Thank you for your email. Please be advised that the City of Dover email domain has changed to @doverde.gov as part of our ongoing efforts to improve communications. Our new domain is part of a long-range initiative to increase security and by switching to a .gov domain it provides further assurance to the public that the communications received from @doverde.gov is official, trusted information. Messages sent to our old email addresses will still be received until the conversion is completed. Kindly update your records accordingly, we appreciate your attention to this update.

"Growth Pays for Growth"

Sponsored By: Roy Sudler, Jr., Ph.D. District 4 Councilman and Brian Lewis District 2 Councilman

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Capital Area Municipality Sustainability Act (CAMSA)

CAMSA successfully reduces regressive tax burdens on residents, secures the city's revenue engine, and promotes the long-term fiscal and structural sustainability of the Dover community.

Backing this revenue pipeline is an optimized Priority-Based Budgeting (PBB) model ensuring 100% compliance with Revenue Policy Mandates 1 and 7 of the city budget.

PROBLEM

Item #3.

ECONOMIC GAP

No matter how massive tax-exempt physical footprint grows or how much market value their buildings command, their ad valorem property tax bill remains exactly **\$0.00**.

PSYCHOLOGICAL CONTRACT AND ORGANIZATIONAL JUSTICE

“Incremental budgeting” **represents the ultimate failure of goal-setting theory**. Shifting the cost burden back to the entities driving the asset exhaustion restores the psychological contract, driving a sense of institutional equity and shared community purpose.

SYSTEMIC STRUCTURAL GAP:

45% of the real property footprint is tax-exempt, forcing the remaining **55% of taxable properties** (working families and local shopkeepers) to absorb 100% of the financial burden for public assets utilized by the entire state.

NON-TAX-EXEMPT FOOTPRINTS

Traditional municipal budgeting models are failing mid-sized capital cities because they lack modern regulatory frameworks to recover infrastructure wear-and-tear costs from the mega-scale, tax-exempt institutional growth driving those very costs.

PROBLEM

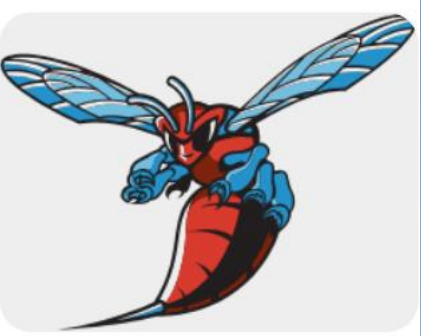


BAYHEALTH MEDICAL CENTER

Item #3.

THE DELAWARE STATE UNIVERSITY

Item #3.



LEGISLATIVE HALL DELAWARE STATE CAPITAL

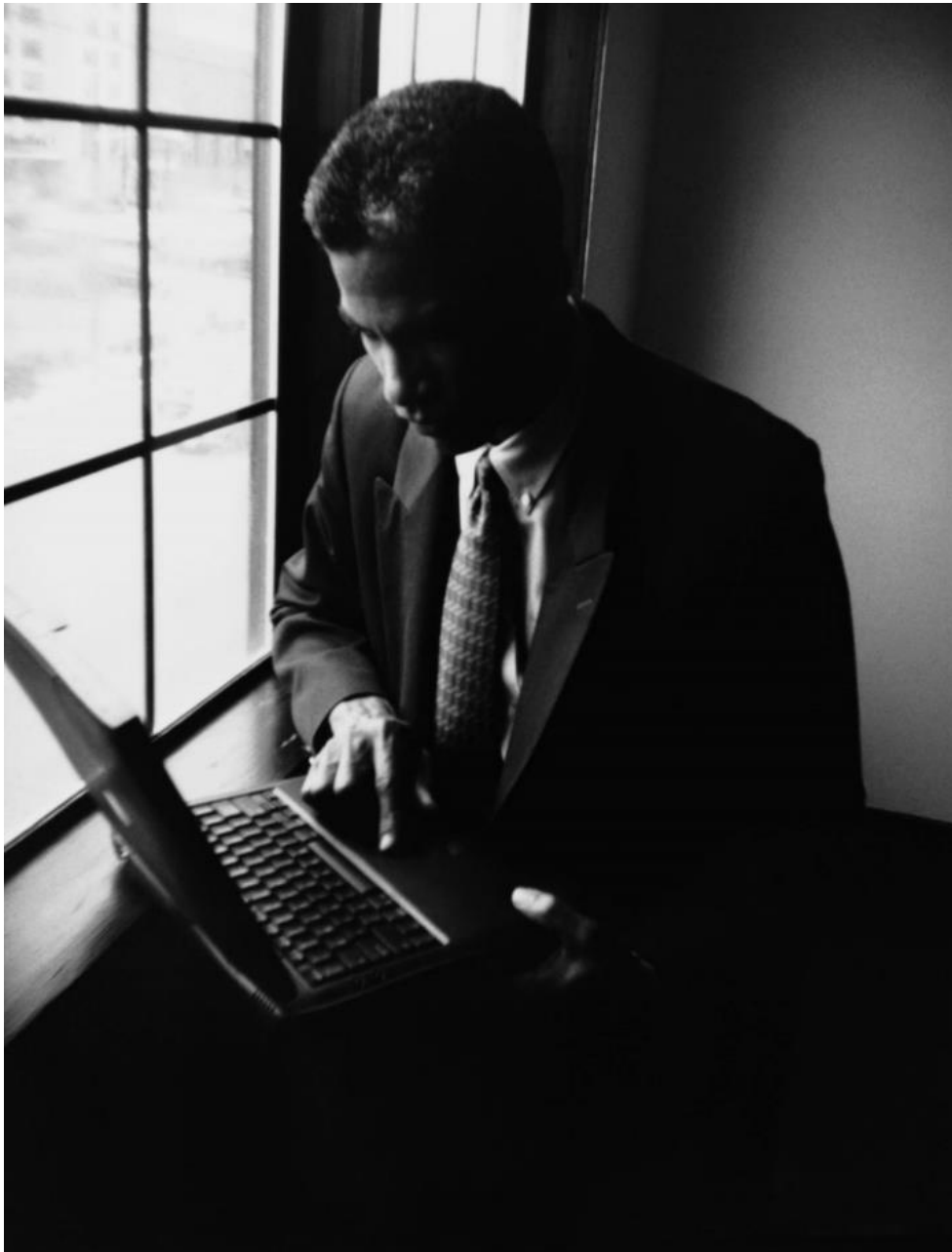
Item #3.



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SOLUTION

Item #3.



CLOSE THE GAP

By shifting our budget mindset to *an external revenue-generating framework*

TARGET AUDIENCE

Mega-scale Institutional, Medical, and educational footprints.

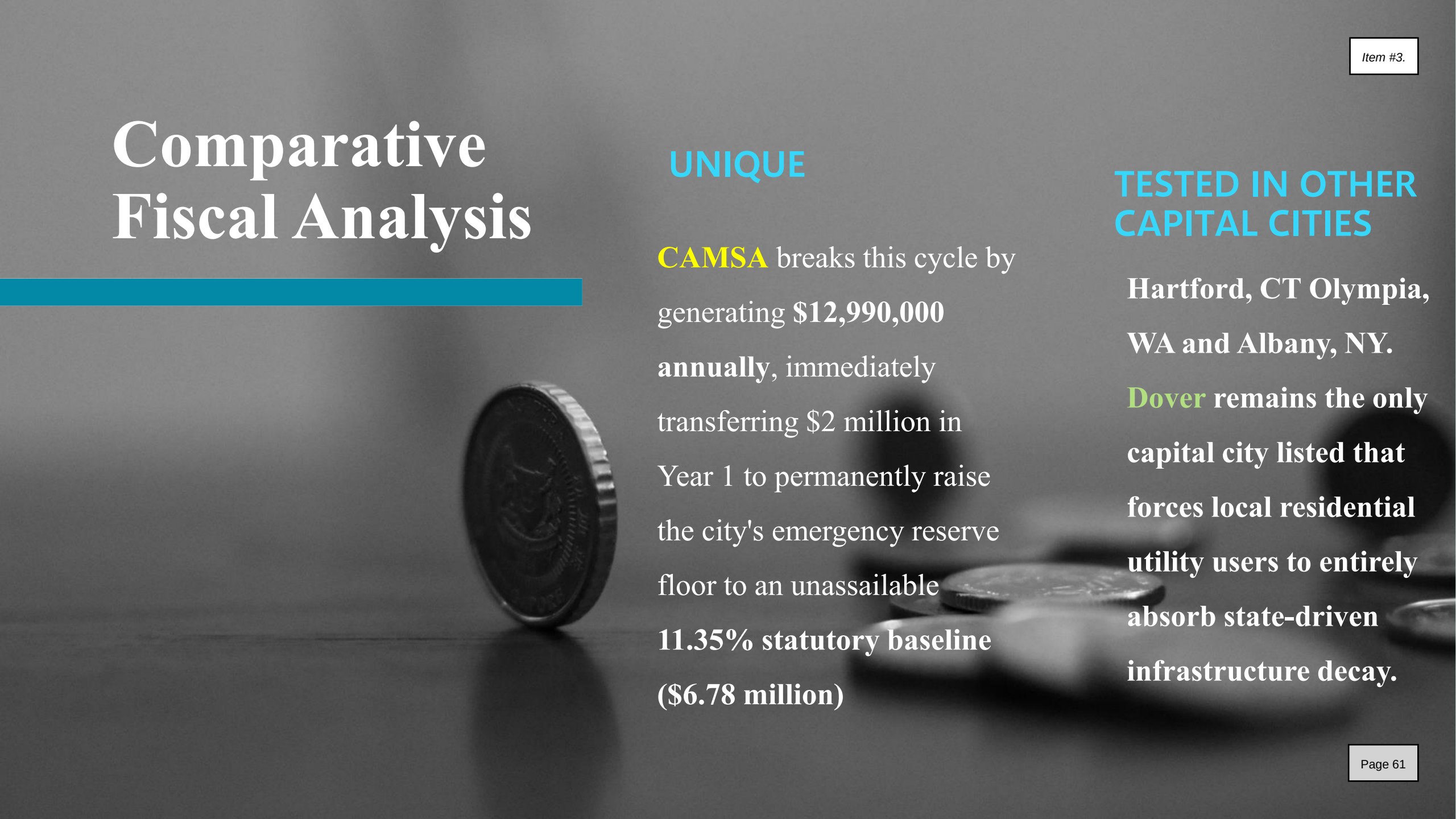
COST SAVINGS

Under CAMSA's framework, financial resources will be returned back to residents in the form of lower utility bills.

PREDICTABLE CAPITAL FORECASTS:

Priority-Based Budgeting (PBB) channels MSIF revenues directly into dedicated infrastructure funds, removing unpredictable capital project deficits from the general fund.

Comparative Fiscal Analysis



UNIQUE

CAMSA breaks this cycle by generating \$12,990,000 annually, immediately transferring \$2 million in Year 1 to permanently raise the city's emergency reserve floor to an unassailable 11.35% statutory baseline (\$6.78 million)

TESTED IN OTHER CAPITAL CITIES

Hartford, CT Olympia, WA and Albany, NY.

Dover remains the only capital city listed that forces local residential utility users to entirely absorb state-driven infrastructure decay.

LEGISLATIVE FRAMEWORK

- **Section 1. Formal Charter Amendment Petition**
- **Proposal:** A petition by City Council to the General Assembly of the State of Delaware to enact legislation amending the Charter of the City of Dover by adding "SECTION 49A."
- **Subsections:**
 - **(a)** Legislative Findings and Declaration of Structural Tax Asymmetry
 - **(b)** Statutory Definition of Ad Valorem Tax vs. Regulatory Service Fee
 - **(c)** Establishment of the Footprint Threshold and Billing Baseline
 - **(d)** Priority-Based Budgeting and Strict Anti-Supplanting Mandates
 - **(e)** Severability and Enforcement

WHEREAS, the City of Dover exhibits a profound structural fiscal asymmetry, a highly constrained municipal tax base where forty-five percent (45%) of the total aggregate is encumbered by statutory and valorem tax exemptions granted to state administrative complexes, public higher education systems, and non-profit 501(c)(3) healthcare networks; and

Item #3.

WHEREAS, this narrow private tax base is forced to entirely internalize the operational and capital expenditures required to maintain the high-capacity utility grids, transit corridors, and emergency networks that support regional, state-wide macroeconomic activity daily; and

WHEREAS, empirical engineering data verified by the Department of Public Works and Public Safety GIS analytics confirms that non-residential mega-footprints exceeding 50,000 gross square feet (GSF) inflict severe localized stress points on municipal infrastructure, including hyper-volumetric fire flow containment demands of 3,450 gallons per minute (GPM), an 8.1 million gallon peak stormwater runoff surge per 1-inch precipitation event, and continuous power draws driving a 2.8x accelerated substation overhaul timeline; and

WHEREAS, opponents rely on an outdated defense, arguing that their economic presence and job creation should buy them a lifetime exemption from local infrastructure costs, when the hard reality dictates that job creation does not pave roads, institutional growth does not clear stormwater networks, and prestige does not fuel emergency rescue vehicles; and

WHEREAS, Article III, Section 18 of the Dover Charter vests City Council with the explicit legislative authority to pass ordinances and set penalties for violations, providing the legal foundation to transition from value-based taxation to a strict, footprint-based regulatory cost-recovery model; and

WHEREAS, the City Council seeks to establish an Asset Preservation Capital Allocation of **\$7,110,000.00** via the State Bond Bill to protect state agency operational budgets while generating a total predictable, non-residential revenue pipeline of **\$12,990,000.00 annually** to eliminate regressive local tax increases, freeze utility rate hikes at a strict 0%, and execute direct residential utility bill reductions;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DOVER, IN ELECTED CHAMBER ASSEMBLED:

The City Council of the City of Dover hereby formally petitions the General Assembly of the State of Delaware to enact legislation amending the Charter of the City of Dover by adding **Section 49A**, to read as follows:

**"SECTION 49A. CODIFICATION OF STRUCTURAL TAX ASYMMETRY
MITIGATION AND MUNICIPAL SERVICES COST RECOVERY**

Subsection (a) Legislative Findings and Declaration of Structural Tax Asymmetry

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Hard Reality & Technical Validity

BUSINESS MODEL

RESEARCH

Capital Area Municipality Sustainability Act (CAMSA) is built upon data-driven municipal finance strategies designed to shift the burden of infrastructure costs away from everyday taxpayers.

ABSTRACT

Equity in Growth
Large-scale, tax-exempt entities must generate the capital required to sustain the public infrastructure they exhaust.

DESIGN

Biopsychosocial Model is not treated as an abstract healthcare theory.

Instead, they operationalize it as a concrete **municipal fiscal strategy**.

Clarifying the Council's Legal Mandate

- A. Legal Incontrovertibility Article III, Section 18 of the Dover Charter vests City Council with the explicit legislative authority to pass ordinances, ensuring the power to set penalties for violations**
- B. Fixing a Structural Injustice:** City Council and the Budget Team cannot ignore the math: **45% of Dover's property footprint is tax-exempt**, forcing the remaining **55% of taxable properties** (residents and small businesses) to shoulder **100% of the maintenance burden** for public grids.

Legal and Mathematical Distinction

To withstand constitutional scrutiny and avoid classification as an unauthorized municipal tax, the MSIF maintains a rigid structural distinction:

Fiscal Metric	Ad Valorem Property Tax	Municipal Services Impact Fee (MSIF)
Calculation Base	Assessed market value of property.	Total Gross Square Footage (GSF) of building footprint.
Legal Framework	Wealth-based revenue generation.	Cost-recovery for regulatory services used.
Exemption Eligibility	100% exempt for state, educational, and 501(c)(3) entities. Zero exemptions; applies to all physical structures.	
Dedicated Use	Dispersed into General Fund operations.	Fenced exclusively for public safety and capital assets.

FIVE-YEAR ALLOCATION FORECAST

XV. 5-Year Revenue & Allocation Forecast

Fiscal Metric	Year 1 (FY27)	Year 2 (FY28)	Year 3 (FY29)	Year 4 (FY30)	Year 5 (FY31)
Gross Projected Revenue	\$12,990,000	\$12,990,000	\$12,990,000	\$12,990,000	\$12,990,000
Emergency Reserve Allocation	(\$2,000,000)	\$0	\$0	\$0	\$0
Net Infrastructure/Safety Funds	\$10,990,000	\$12,990,000	\$12,990,000	\$12,990,000	\$12,990,000
Resident Tax/Fee Increases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

SUMMARY OF POTENTIAL OFFSETS BY ENTITY SECTOR

ENTITY SECTOR	TOTAL FOOTPRINT	MAX OFFSET CAP
 Higher Education Institutions	5,100,000 GSF	\$5,100,000.00
 Healthcare Systems	3,260,000 GSF	\$3,260,000.00
 State of Delaware Complexes	2,960,000 GSF	\$2,960,000.00
 Local Gov. & Civic Foundations	1,450,000 GSF	\$1,450,000.00
 Public Housing Authorities	220,000 GSF	\$220,000.00
TOTAL PROGRAM PORTFOLIO	12,990,000 GSF	\$12,990,000.00

FORMAL REQUEST FOR STATE BOND BILL CAPITAL ABSORPTION

Item #3.

To prevent the Municipal Services Impact Fee from draining individual institutional and agency operational budgets, the City of Dover formally requests that the **Joint Capital Improvement Committee utilize its statutory authority to issue a direct cash premium or a general obligation bond allocation paid directly to the City of Dover.**

This dedicated capital allocation will seamlessly absorb the infrastructure wear-and-tear costs generated by the following state-supported footprints:

└─ Higher Education Footprints (Ranks 1, 3, 5, 9, 14)

| Combined GSF: 5,100,000 GSF → \$5,100,000.00 State Bond Allocation

|

STATE LEVEL EXPOSURE ───┬── State Executive & Agency Complexes (Ranks 4, 6, 12, 19)

[Total: \$8,310,000] | Combined GSF: 2,230,000 GSF → \$2,230,000.00 State Bond Allocation

|

└─ Legislative & Judicial Complexes (Ranks 10, 15)

Combined GSF: 730,000 GSF → \$730,000.00 State Bond Allocation

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CAMSA Master Structural Overview

\$12.9M

Year 1

Permanently raise the city's emergency reserve floor to an unassailable 11.35% statutory baseline (\$6.78 million).

\$12.9M

Year 2

Sunset Target sweeping subsequent surpluses into direct residential utility bill reductions

12.9M

The Year 3

Upward Capital Re-allocation direct, proportional reductions in existing residential utility bills for Dover's working families.

(MSIF)- BENEFITS

Item #3.

- **Capital City 2030: Strategic Master Plan for Downtown Dover Partnership**
- **State-Sanctioned Sovereignty
Section 49A's Municipal Services Impact Fee**
- **Biopsychosocial Optimization
(Optimal Health & Financial Stability)**
- **Concrete Immunity Against
Corporate Litigation**
- **Protected Asset Environments**
- **Transparent Valuation**

Pitch deck title

BENEFITS

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MARKET COMPARISON

Item #3.

Funding Metric	Resident Tax Hike	Proposed MSIF
Annual Cost	\$841.29	\$0.00
Monthly Cost	\$70.11	\$0.00
Utility Rates	+12% to 15% Spike	Frozen (0%)
Small non-profits	Burdened	100% Exempt

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Infrastructure Works & Workforce Stability

Item #3.



ole

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The "Lockbox" Funding Model

Item #3.

**Fire Department:
Operational Solvency**



**Police Department:
Operational Solvency**



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Utility Grid Stress

(\$0.22 / GSF)

Metric: Thermal Transformer Aging. Continuous high demand (12.5 VA/GSF) overheats substation transformers, reducing equipment lifecycles by 35%.

REBUTTAL & DEFENSE MATRIX (CAMSA PROPOSAL)

Item #3.

When the Opposition Claims:

Your Unified Counter-Stance Is:

"It is an illegal, unconstitutional property tax."

"It is an engineered footprint cost-recovery fee based on home-rule police powers."

"We are hurting colleges and medical care budgets."

"The state bond cushion absorbs costs to protect agency operations."

"A flat \$50,000 cap is a fair compromise."

"A flat cap forces residential taxpayers to shoulder 55% of the property burden."

"Restricted line items tie the city's hands."

"Restricted accounts end the practice of diverting utility funds to cover deficits."

The Scenario: Let's look at a group of Dover residents.

- **Baseline (Start):** 100 ER visits and 100 checkups.
- **Year 1 (After CAMSA):** ER visits drop to 80, and regular checkups rise to 120.
- **The Simple Math:**
 - ER visits dropped by $\backslash(20\%\backslash)$ (80 out of 100).
 - Checkups increased by $\backslash(20\%\backslash)$ (120 out of 100).

1. Healthcare Utilization Shift (H_{util})

Measures the percentage change in emergency stress-induced events (E_{stress}) versus preventive care visits (P_{prev}) relative to baseline values (B_{stress} , B_{prev}):

$$H_{util} = \left(\frac{E_{stress,t}}{B_{stress}} - \frac{P_{prev,t}}{B_{prev}} \right) \times 100$$

The Dover Biopsychosocial Health & Stability Survey

Item #3.

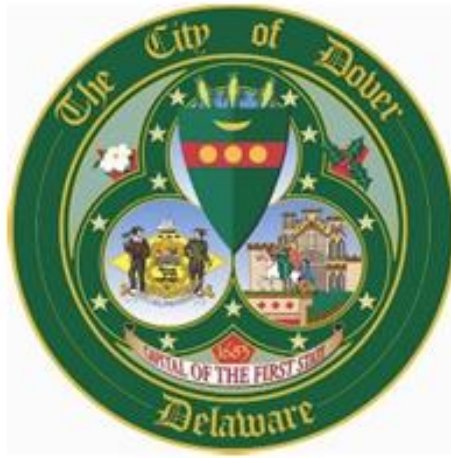
In the past 30 days, have you experienced physical symptoms of chronic stress (such as frequent tension headaches, unexplained chest tightness, racing heart, or severe sleep disruption) brought on by worrying about your household finances?

- Daily or almost daily (4)
- A few times a week (3)
- Once or twice a month (2)
- Rarely or never (0)

When walking through your immediate neighborhood or using local public parks, how safe do you feel from open-air illicit drug activity, vandalism, or poorly lit public pathways?

- Very unsafe; I actively avoid public areas in my neighborhood. (4)
- Somewhat unsafe; I only use public spaces during specific peak hours. (2)
- Completely safe; I utilize local parks and walkways confidently. (0)

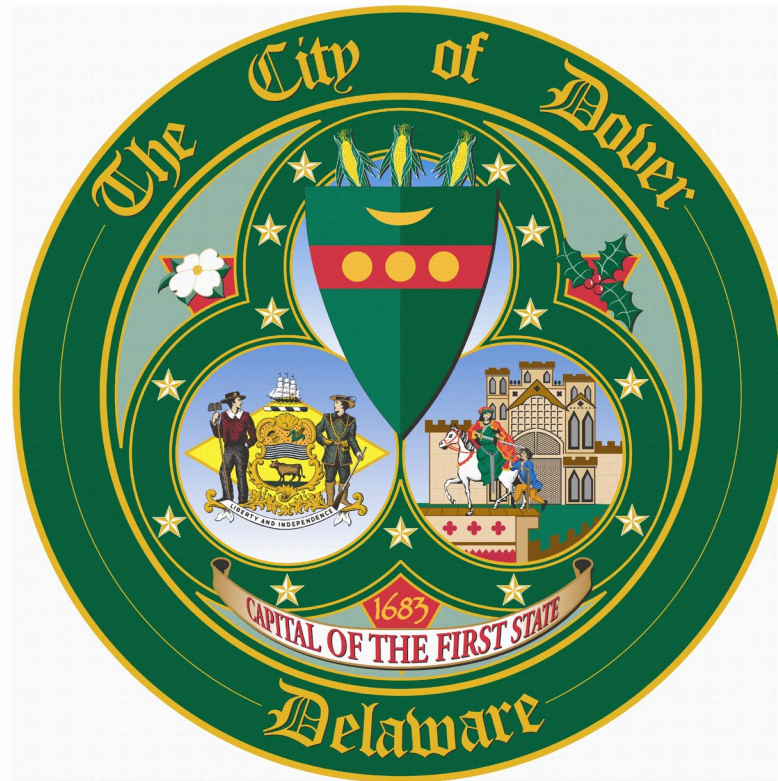
Councilman Sudler & Lewis's Recommendation:



CITY OF DOVER, DELAWARE

MOVE to accept the
Capital Area Municipality Sustainability Act
(**CAMSA**) Presentation and Authorize City
Manager Sharon Duca, and the Municipal Budget
Team to conduct a rigorous Sustainability,
Feasibility, and Validity Appraisal of this
“Growth Pays for Growth” Conceptual Model
and **ESTABLISHMENT OF SECTION 49A**
(MUNICIPAL SERVICES IMPACT FEE) by
August 24, 2026.

CITY COUNCIL COMMUNITY ENHANCEMENT FUND REPORT



JULY 2026

CITY COUNCIL COMMUNITY ENHANCEMENT FUND

JULY 1, 2026 - JUNE 30, 2027

100-10-12-99-000-53037

Current Balance -	\$	22,500.00
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BUDGETED AMOUNT									\$ 22,500.00
COMMUNITY ENHANCEMENT FUND - \$2, 500 FOR EACH COUNCIL MEMBER PER DISTRICT AND \$5, 500 FOR THE AT-LARGE COUNCIL MEMBER. THE PURPOSE OF THE FUND IS TO ALLOW MEMBERS TO CONTRIBUTE FUNDS TO A SMALL PROJECT OR COUNCILY NEEDS IN EACH DISTRICT. (Dr. Sudler rejected his \$2500 so it was not budgeted)									
Total									\$ 22,500.00
Date	Council Sponsor	Vendor	Description	P.O. #/INVOICE #	Batch #	TOTAL CHARGES	YEAR TO DATE	BALANCE	
7/7/2026	Anderson	Inner City Cultural League	Councilman Anderson authorized the designation of \$250 of his community enhancement funds to ICCL for the Lemonade Day Pilot Program.	Email from David Anderson dated 06/27/2026 and an email from Chiara Fox dated 06/24/2026	9068	\$ 250.00	\$ 250.00	\$ 22,250.00	
7/7/2026	Anderson	Hispanic Organization of Latin Americans (HOLA)	Councilman Anderson authorized the designation of \$250 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from David Anderson dated 06/27/2026 and an email from Anthony (Tony) Velazquez Founder/CEO dated 06/23/2026	9068	\$ 250.00	\$ 500.00	\$ 22,000.00	
7/7/2026	Lewis	Hispanic Organization of Latin Americans (HOLA)	Councilman Lewis authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Brian Lewis dated 07/02/2026and an email from Anthony (Tony) Velazquez Founder/CEO dated 06/23/2026	9068	\$ 500.00	\$ 1,000.00	\$ 21,500.00	
7/7/2026	Neil	Hispanic Organization of Latin Americans (HOLA)	Councilman Neil authorized the designation of \$100 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Fred Neil dated 06/23/2026 and an email from Anthony (Tony) Velazquez Founder/CEO dated 06/23/2026	9068	\$ 100.00	\$ 1,100.00	\$ 21,400.00	
8/4/2026	Lewis	2nd Chance: A Haven for Abused n-Battered Women and Children.	Councilman Lewis authorized the designation of \$300 of his community enhancement funds to their Annual Veterans Day Dinner.	Email from Brian Lewis dated 07/10/2026.	9359	\$ 300.00	\$ 1,400.00	\$ 21,100.00	
TOTALS						\$ 1,400.00		\$ 21,100.00	

BUDGETED AMOUNT	DISTRICT	COUNCIL SPONSOR	YTD EXPENDITURES	BALANCE
\$ 5,000.00	At-Large	Boggerty		\$ 5,000.00
\$ 2,500.00	1st District	Pillsbury		\$ 2,500.00
\$ 2,500.00	1st District	Rocha		\$ 2,500.00
\$ 2,500.00	2nd District	Hall		\$ 2,500.00
\$ 2,500.00	2nd District	Lewis	\$ 800.00	\$ 1,700.00
\$ 2,500.00	3rd District	Arndt		\$ 2,500.00
\$ 2,500.00	3rd District	Neil	\$ 100.00	\$ 2,400.00
\$ 2,500.00	4th District	Anderson	\$ 500.00	\$ 2,000.00
\$ 2,500.00	4th District	Sudler		\$ -
	TOTAL		\$ 1,400.00	\$ 21,100.00

CITY MANAGER'S MONTHLY REPORT



June 2026

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August 2, 2026

Honorable Mayor & Members of City Council
Dover, DE 19901

RE: CITY MANAGER'S OFFICE MONTHLY REPORT – JUNE 2026

Dear Mayor & Members of City Council:

The City Manager's Office is pleased to present our monthly report for the month of June 2026. Included are the monthly reports from Departments directly reporting to the City Manager. Tasks performed by the City Manager include the following:

- Attended monthly City Council and Council Committee of the Whole meetings as well as a Special Council meeting and a Special Legislative, Finance and Administration Committee meeting. Prepared for Proposed Ordinance #2026-12 regarding the Public Safety Fee; the Electric Fund Budget; the Setting of Electric, Water, and Wastewater Rates and Tariffs; and the Fiscal Year 2026/2027 City of Dover Budget Ordinance.
- Researched requests from Council members and constituents and addressed concerns.
- Attended weekly staff meetings associated with the Department of Planning, Inspections and Community Development. Performed administrative duties for the Department including budgetary reviews, payroll approvals, invoice reviews and approvals, monthly reports, meetings with constituents and developers regarding questions and concerns, resolving issues and addressing personnel concerns. Participated in an interview for a Planner II for the Planning Office.
- Conducted monthly individual meetings with Department Heads. Conducted bimonthly Department Head meetings. Held a Priority Based Budgeting kick off meeting with Department Heads.
- Evaluated and addressed personnel matters.
- Prepared Public Safety Fee Ordinance. Evaluated Dover Police Academy report.
- Participated in meetings regarding the City of Dover Travel Policy and a City of Dover related summer project on revenue sources with a University of Delaware graduate student.
- Participated in meetings with the Downtown Dover Partnership and Kent Economic Partnership.
- Attended the City of Dover Management Committee and Risk Management Committee meetings with The Energy Authority (TEA).
- Coordinated with City Solicitor on pending legal matters. Continued meetings with outside counsel on legal matters including labor negotiations.

- Participated in interviews with the media regarding the budget.

If you have any questions or would like to discuss, please feel free to contact our office.

Most respectfully,



Sharon J. Duca, P.E., ICMA-CM
City Manager

CENTRAL SERVICES MONTHLY REPORT June 2026

PROCUREMENT & INVENTORY DIVISION		
Purchase Orders for Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$1,124,824.77	-140.9%
Water	\$135,504.95	3.5%
Wastewater	\$2,487.18	-96.4%
General	\$130,735.67	35.0%
Total	\$1,393,552.57	-110.3%
Issues from Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$1,627,693.30	-37.9%
Water	\$157,976.96	30.5%
Wastewater	\$3,316.24	-38.7%
General	\$127,367.97	-7.2%
Total	\$1,916,354.47	-30.2%
Bids/RFPs Solicited		
	FY 2026 to Date	Difference from FY 2025
	28	-14.3%
Money Spent for Postal Services		
	FY 2026 to Date	FY 2025 to Date
	\$180,444.00	\$204,644.86

Fuel Usage		
Type	FY 2026 to Date	FY 2025 to Date
Unleaded	153,251	151,206
Diesel	76,071	77,588
Dollars Spent	\$612,572.45	\$542,222.77

Warehouse Stock Value		
FY 2026		FY 2025
	\$5,318,967.72	\$5,510,142.76

Purchase Orders for Stock are down 110.3% compared to this time last year.

Issues from Stock are down 30.2% compared to this time last year.

Bids/RFP's are down 14.3% compared to this time last year.

Postal Expenses are down 13.4% compared to this time last year.

Fuel Costs are up 11.5% compared to this time last year.

Overall warehouse value is down 3.6% compared to this time last year.

FLEET DIVISION		
PM Work Orders Scheduled: 22	PM Work Orders Completed: 48	Total Work Orders PM & Repair: 86
Total Hours Turned: 248	Excess Hours Turned: 0	Uncaptured Time: 214.2
MEASURE	June 2026	June 2025
Completed PM's	48	60

DIFFERENCE -20.00%

There were 22 PM's scheduled for this month. A total of 48 PM's were completed along with 38 repair work orders. There were a total of 86 work orders completed.

FACILITIES DIVISION		
Routine Work Orders Completed: 39	Emergency Work Orders Completed: 3	
City-owned Facility Work Orders: 34	Events & Support Work Orders: 8	
MEASURE	June 2026	June 2025
Completed Work Orders	42	57

DIFFERENCE -26.32%

There were 42 routine and emergency Work Orders completed during this month. The work orders consisted of 34 for maintenance and repair of City-owned facilities and 8 related to events and other support work.

Central Services Narrative

Warehousing & Procurement is operating as normal. Project CS2502 currently underway.
Facilities is operating as normal; two positions frozen.
Fleet is operating as normal.

CENTRAL SERVICES PROJECT UPDATE June 2026		
FY/PROJECT NUMBER	DEPARTMENT	STATUS
FC2601	CITY HALL FLAT ROOF	AWARDED TO QUALITY EXTERIORS
FC2600	PEAR STREET ABATEMENT	ENGINEERING EVAL SCHEDULED 7/8/26
FC2602	CITY HALL FIRE ALARM EQUIPMENT UPGRADE	COMPLETE
EA2601	WEYANDT HALL BASEMENT & STAIRWELL ABATEMENT & FLOORING	SCHEDULED COMPLETION 7/13/26
CS2502	FUEL ISLAND UPGRADE	CURRENTLY UNDERWAY

City of Dover

Customer Services Department

Item #5.

Major Program Updates	Jun 2026	Jun 2025	Difference	FY 2026	FY 2025
				Year-to-Date	Year-to-Date
Customers Served for Payment Processing	21,751	20,204	1,547	253,467	255,910
Final Bills	494	456	38	5,360	5,382
Estimated Bills	1,070	604	466	9,931	4,392
Penalties Posted	\$ 22,093	\$ 14,556	\$ 7,536.80	\$ 247,361	\$ 129,556
Extensions of Credit - Amount Extended	\$ 163,793	\$ 154,213	\$ 9,580	\$ 2,881,148	\$ 2,315,025
Balance Transfers	\$ 18,803	\$ 21,900	\$ (3,098)	\$ 335,113	\$ 569,644
Utility Collections	\$ 47,855	\$ 20,176	\$ 27,678	\$ 385,266	\$ 310,758
Miscellaneous Bill Payments	\$ 2,116,375	\$ 1,426,439	\$ 689,937	\$ 15,907,145	\$ 24,089,544
Taxes Levied	\$ 279,736	\$ 323,218	\$ (43,481)	\$ 15,573,394	\$ 15,573,394
Billing Adjustments / Credit Balances	\$ (33,202)	\$ 48,983	\$ (82,185)	\$ 404,410	\$ 404,410
Total Taxes Collected	\$ 42,028	\$ 104,278	\$ (62,250)	\$ 15,974,162	\$ 15,974,162
Taxes Outstanding	\$ 204,506	\$ 267,922	\$ (63,416)	\$ 3,642	\$ 3,642
Write Off Request	\$ 45,943	\$ -	\$ 45,943	\$ 217,337	\$ 154,194
Write Off - ICS contract adjustments	\$ -	\$ -	\$ -	\$ -	\$ -

Recap of monthly activities / notations –

As of June 30, 2026, the City of Dover served 25,381 electric utility customers, an increase from 25,120 in June 2026. Water utility customers totaled 13,369 compared to 13,292 in June 2026. Data is sourced from the Monthly Utility Bill Summary Report and includes all utility rate classifications. Customer Services answered a total of approximately 2,181 calls during the month. Heather from DEMEC visited and shared tools and resources for energy education and savings for customers. We also hosted a visit with the H.E.L.P.S. Initiative team who introduced their community outreach program and discussed the services available to assist residents. Starting this summer, H.E.L.P.S. representatives will be on-site, typically Tuesdays and Wednesdays, to connect directly with customers and provide information on energy savings opportunities. The Customer Services Department remains focused on delivering service excellence, supporting the community, and strengthening daily operations through collaboration and process improvements.

Receivable Comparison FY 2025 to

FY2026 to date (June 2025) Compared to the same time last year the City had open receivables of \$8,016,007.26 vs. \$9,249,581.45

Utility Disconnections for June 2026

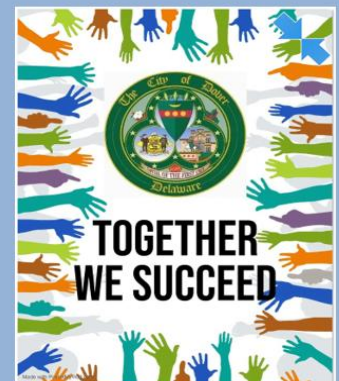
248 accounts were disconnected for non-payment of service.

Total receivable collected through the disconnection process \$146,194.95

Ending Utility Receivable Due -\$8,305,238.09.

Outstanding Receivable FYE 2026

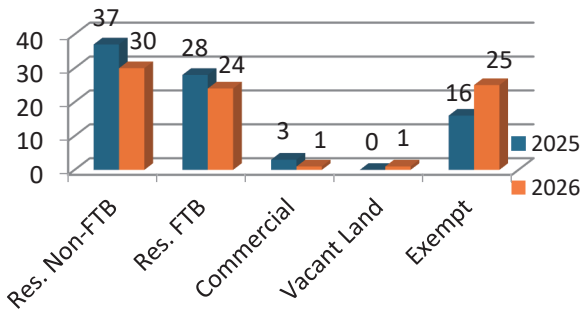
	Utility	Taxes	General Billing	Total Receivable
JULY	9,266,355.56	3,211,954.32	1,053,560.67	13,531,870.55
AUGUST	9,263,300.81	\$1,224,542.11	1,123,986.51	11,611,829.43
SEPTEMBER	8,908,826.12	677,420.22	1,780,326.13	11,366,572.47
OCTOBER	8,420,405.83	486,034.91	1,548,464.39	10,454,905.13
NOVEMBER	7,384,178.53	469,606.30	1,524,868.08	9,378,652.91
DECEMBER	7,977,928.85	462,934.55	1,520,024.33	9,960,887.73
JANUARY	9,379,888.79	399,262.30	1,272,188.45	11,051,339.54
FEBRUARY	11,252,485.08	351,333.12	1,160,650.80	12,764,469.00
MARCH	9,673,157.49	326,353.02	1,409,867.99	11,409,378.50
APRIL	8,627,392.75	291,971.21	1,319,302.72	10,238,666.68
MAY	8,701,911.62	279,736.33	1,418,364.92	10,400,012.87
JUNE	8,305,238.09	204,505.59	739,837.77	9,249,581.45



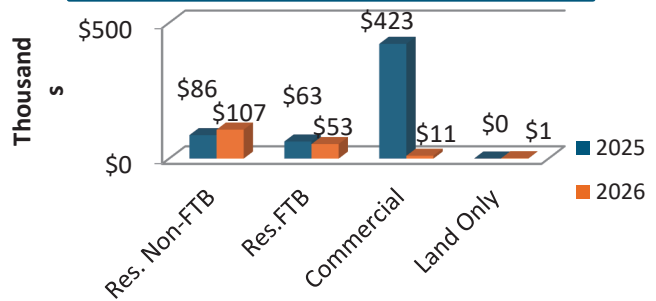
Customer Service Department Mission

Continually provide quality public service to our diverse group of customers with professionalism, respect, & integrity. ~ City of Dover Customer Service Department

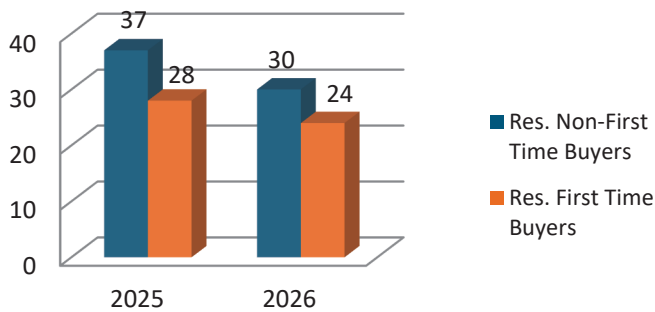
Number of Deeds Stamped for the Month of April 2025/2026



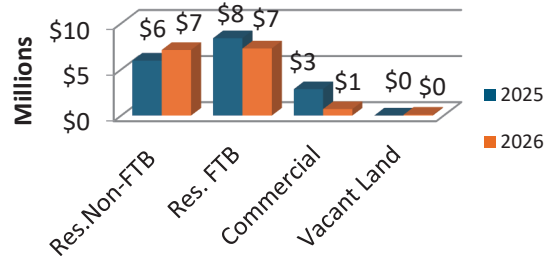
Transfer Tax Dollar Amount for the Month of April 2025/2026



First Time Buyer for the Month of April 2025/2026



April 2025/2026 Realty Property Sales in Dollars Received Prior to Recording



Major Updates

	February	March	April
Assessment Change	\$0	\$10,043,000	\$0

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
50	\$8,483,500	\$13,887,900	0.61	1.07

Ratio – Assessed Value divided by Sale Price. **PRD – Mean** – A PRD above 1.03 tends to indicate assessment regressivity – high valued properties are under appraised relative to low valued properties. A PRD below .98 tends to indicate assessment progressivity – high valued properties are relatively over appraised.

Tax Office

Wild Meadows / Persimmon Park Place Home Sales for April 2026:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Sales Price</u>
19 Karen Place	\$87,300	\$208,000

2026 Appeals

- Exempt Requests submitted by the April 30, 2026, deadline:
Exempt Request: 6

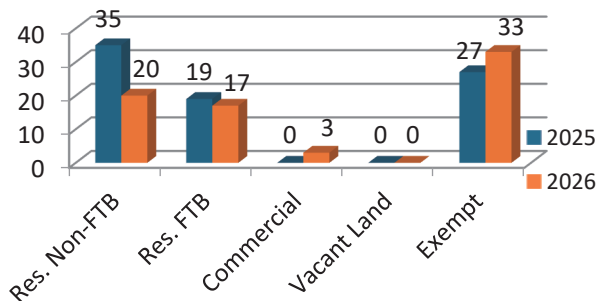
Supplemental Billing

- April Supplemental bills were generated totaling \$10,178.35

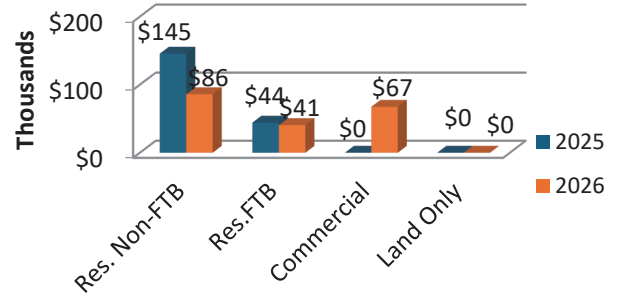
PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
ED05-057.17-01-11.00	18	R10	9 GRISTMILL PL	1	8	1990	2	1393	C+	AV	145,800		22-MAY-26	270,000	.54
ED05-057.17-01-28.00	18	R10	47 GRISTMILL PL	1	8	1991	2	1393	C+	GD	159,300		29-MAY-26	295,000	.54
ED05-057.17-01-43.00	18	R10	24 GRISTMILL DR	1	8	1991	2	1381	C+	AV	154,300		15-MAY-26	274,900	.56
ED05-057.17-01-77.00	18	R10	216 GRINDING WHEEL DR	1	8	1993	2	1381	C+	AV	148,600		22-MAY-26	325,000	.46
ED05-066.16-02-02.00	3	R10	10 LOST TREE CT	1	5	1984	2	2024	B-	AV	226,900		29-MAY-26	342,000	.66
ED05-066.16-03-20.00	3	R10	17 VALHALLA CT	1	13	2025	2	3779	B+	AV	302,600		20-MAY-26	476,500	.64
ED05-067.14-01-52.00	2	R10	1358 COLLEGE RD	1	14	2025	1	1288	C+	AV	167,800		15-MAY-26	320,000	.52
ED05-067.14-03-53.00	2	R10	8 IRONWOOD CIR	1	14	1974	1	1802	C	AV	185,600		08-MAY-26	295,000	.63
ED05-067.15-04-74.00	10	R10	805 SCHOOLHOUSE LN	1	5	1963	2	1431	C	GD	168,300		22-MAY-26	328,000	.51
ED05-067.17-01-60.00	3	R10	26 WINGED FOOT CT	1	14	1973	1	2896	B-	AV	257,400		08-MAY-26	430,000	.60
ED05-067.17-03-21.00	3	R10	116 SHINNECOCK RD	1	5	1993	2	2348	B+	AV	233,900		01-MAY-26	380,000	.62
ED05-068.14-03-41.00	13	R10	206 NIMITZ RD	1	14	1964	1	1370	C	AV	152,400		15-MAY-26	340,000	.45
ED05-068.14-06-59.00	7	R10	15 FAIR WIND PL	1	13	1992	2	1292	C	AV	127,400		14-MAY-26	172,800	.74

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
053														
ED05-068.17-01-63.00	8	R10	53 WASHINGTON ST	1	1	2006	2	2424	B	AV	247,000	08-MAY-26	395,000	.63
ED05-068.17-01-67.00	8	R10	31 WASHINGTON ST	1	1	1960	2	1248	C	GD	128,200	28-MAY-26	285,000	.45
ED05-068.17-02-20.00	8	R10	12 CLARA ST	1	1	1930	2	1380	C+	VG	168,000	26-MAY-26	280,000	.6
ED05-068.18-02-85.00	7	R10	915 E DIVISION ST	1	14	1960	1	1468	C	PR	155,400	29-MAY-26	310,000	.50
ED05-068.19-05-25.00	14	R10	162 LEXINGTON PL	1	8	2008	2	1376	C+	GD	164,100	15-MAY-26	285,000	.58
ED05-068.19-05-90.00	14	R10	228 THORNTON ST	1	13	2007	2	2270	C+	GD	192,600	22-MAY-26	340,000	.57
ED05-076.03-02-33.00	14	R10	376 PARADEE DR	1	13	2009	2	1772	C+	AV	170,100	18-MAY-26	290,000	.59
ED05-076.06-08-05.00	14	R10	29 TEAL CT	1	5	1989	2	1756	B-	AV	211,300	14-MAY-26	359,000	.59
ED05-076.07-01-19.00	2	R10	1172 JEFFERSON TER	1	13	1976	2	1314	C-	AV	114,400	27-MAY-26	265,000	.43
ED05-076.08-03-11.00	9	R10	120 N KIRKWOOD ST	0	1	2020	2	1410	C+	AV	142,500	26-MAY-26	299,500	.48
ED05-076.08-05-48.00	9	R10	28 N GOVERNORS AVE	1	1	1920	2	1228	C-	FR	78,700	06-MAY-26	140,000	.56
ED05-076.08-06-45.00	9	R10	24 S QUEEN ST	1	1	2025	2	1444	C+	AV	178,600	04-MAY-26	285,000	.63
ED05-076.09-02-62.00	14	R10	422 WORCHESTER DR	1	8	2005	2	1863	C+	AV	177,400	28-MAY-26	317,500	.56
ED05-076.11-02-49.00	16	R10	1207 S FARMVIEW DR	1	5	1989	2	1739	C	GD	178,900	12-MAY-26	325,000	.55
ED05-076.12-01-49.00	2	R10	874 PAUL ST	1	16	1962	1	1933	C	AV	215,300	07-MAY-26	205,000	1.05
ED05-076.13-01-06.00	14	R10	112 TRAFALGAR DR	1	8	1997	2	1734	C+	AV	163,400	20-MAY-26	280,000	.58
ED05-077.06-01-50.00	8	R10	455 E LOOCKERMAN ST	1	3	1955	1	2116	C+	GD	249,900	04-MAY-26	425,000	.59
ED05-077.06-02-14.00	7	R10	920 E DIVISION ST	1	14	1953	1	1264	C	AV	148,300	01-MAY-26	327,000	.45
ED05-077.07-07-31.00	6	R10	205 LADY BUG DR	1	13	2018	2	1220	B-	AV	136,000	22-MAY-26	250,000	.54
ED05-077.17-03-16.00	4	R10	1054 S BRADFORD ST	1	3	1947	1	1154	C	AV	153,300	18-MAY-26	165,000	.93
ED05-077.18-01-18.00	4	R10	234 PINE ST	1	14	1956	1	882	C-	GD	132,400	01-MAY-26	240,000	.55
ED05-085.08-03-49.00	12	R10	352 FIDDLERS GRN	1	16	1966	1	1750	C+	AV	170,400	26-MAY-26	290,000	.59
ED05-085.12-02-17.00	12	R10	372 KESSELRING AVE	1	5	1966	2	1440	C+	GD	172,700	29-MAY-26	295,000	.59
LC05-058.17-03-10.00	1A	R10	56 PRIMROSE DR	1	11	1987	1	1296	D+	AV	95,000	29-MAY-26	223,000	.43

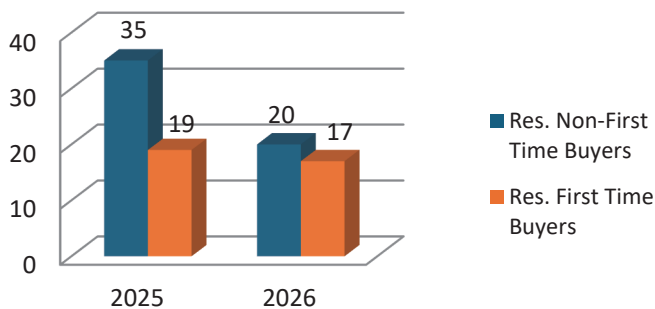
Number of Deeds Stamped for the Month of May 2025/2026



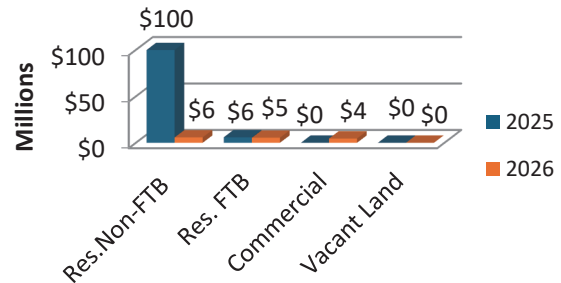
Transfer Tax Dollar Amount for the Month of May 2025/2026



First Time Buyer for the Month of May 2025/2026



May 2025/2026 Realty Property Sales in Dollars Received Prior to Recording



Major Updates

	March	April	May
Assessment Change	\$10,043,000	\$0	\$0

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
37	\$6,374,200	\$11,125,200	0.57	1.01

Ratio – Assessed Value divided by Sale Price. **PRD – Mean** – A PRD above 1.03 tends to indicate assessment regressivity – high valued properties are under appraised relative to low valued properties. A PRD below .98 tends to indicate assessment progressivity – high valued properties are relatively over appraised.

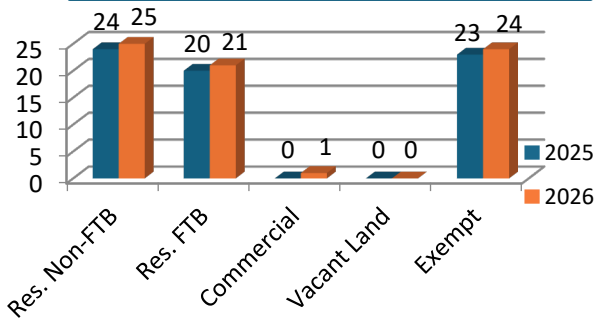
Tax Office**Wild Meadows / Persimmon Park Place Home Sales for May 2026:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Sales Price</u>
N/A	N/A	N/A

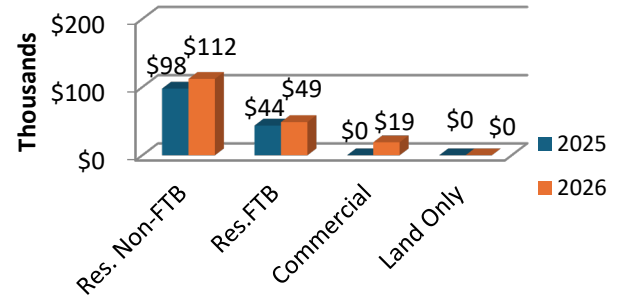
PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
ED05-057.17-01-11.00	18	R10	9 GRISTMILL PL	1	8	1990	2	1393	C+	AV	145,800		22-MAY-26	270,000	.54
ED05-057.17-01-28.00	18	R10	47 GRISTMILL PL	1	8	1991	2	1393	C+	GD	159,300		29-MAY-26	295,000	.54
ED05-057.17-01-43.00	18	R10	24 GRISTMILL DR	1	8	1991	2	1381	C+	AV	154,300		15-MAY-26	274,900	.56
ED05-057.17-01-77.00	18	R10	216 GRINDING WHEEL DR	1	8	1993	2	1381	C+	AV	148,600		22-MAY-26	325,000	.46
ED05-066.16-02-02.00	3	R10	10 LOST TREE CT	1	5	1984	2	2024	B-	AV	226,900		29-MAY-26	342,000	.66
ED05-066.16-03-20.00	3	R10	17 VALHALLA CT	1	13	2025	2	3779	B+	AV	302,600		20-MAY-26	476,500	.64
ED05-067.14-01-52.00	2	R10	1358 COLLEGE RD	1	14	2025	1	1288	C+	AV	167,800		15-MAY-26	320,000	.52
ED05-067.14-03-53.00	2	R10	8 IRONWOOD CIR	1	14	1974	1	1802	C	AV	185,600		08-MAY-26	295,000	.63
ED05-067.15-04-74.00	10	R10	805 SCHOOLHOUSE LN	1	5	1963	2	1431	C	GD	168,300		22-MAY-26	328,000	.51
ED05-067.17-01-60.00	3	R10	26 WINGED FOOT CT	1	14	1973	1	2896	B-	AV	257,400		08-MAY-26	430,000	.60
ED05-067.17-03-21.00	3	R10	116 SHINNECOCK RD	1	5	1993	2	2348	B+	AV	233,900		01-MAY-26	380,000	.62
ED05-068.14-03-41.00	13	R10	206 NIMITZ RD	1	14	1964	1	1370	C	AV	152,400		15-MAY-26	340,000	.45
ED05-068.14-06-59.00	7	R10	15 FAIR WIND PL	1	13	1992	2	1292	C	AV	127,400		14-MAY-26	172,800	.74

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
053														
ED05-068.17-01-63.00	8	R10	53 WASHINGTON ST	1	1	2006	2	2424	B	AV	247,000	08-MAY-26	395,000	.63
ED05-068.17-01-67.00	8	R10	31 WASHINGTON ST	1	1	1960	2	1248	C	GD	128,200	28-MAY-26	285,000	.45
ED05-068.17-02-20.00	8	R10	12 CLARA ST	1	1	1930	2	1380	C+	VG	168,000	26-MAY-26	280,000	.6
ED05-068.18-02-85.00	7	R10	915 E DIVISION ST	1	14	1960	1	1468	C	PR	155,400	29-MAY-26	310,000	.50
ED05-068.19-05-25.00	14	R10	162 LEXINGTON PL	1	8	2008	2	1376	C+	GD	164,100	15-MAY-26	285,000	.58
ED05-068.19-05-90.00	14	R10	228 THORNTON ST	1	13	2007	2	2270	C+	GD	192,600	22-MAY-26	340,000	.57
ED05-076.03-02-33.00	14	R10	376 PARADEE DR	1	13	2009	2	1772	C+	AV	170,100	18-MAY-26	290,000	.59
ED05-076.06-08-05.00	14	R10	29 TEAL CT	1	5	1989	2	1756	B-	AV	211,300	14-MAY-26	359,000	.59
ED05-076.07-01-19.00	2	R10	1172 JEFFERSON TER	1	13	1976	2	1314	C-	AV	114,400	27-MAY-26	265,000	.43
ED05-076.08-03-11.00	9	R10	120 N KIRKWOOD ST	0	1	2020	2	1410	C+	AV	142,500	26-MAY-26	299,500	.48
ED05-076.08-05-48.00	9	R10	28 N GOVERNORS AVE	1	1	1920	2	1228	C-	FR	78,700	06-MAY-26	140,000	.56
ED05-076.08-06-45.00	9	R10	24 S QUEEN ST	1	1	2025	2	1444	C+	AV	178,600	04-MAY-26	285,000	.63
ED05-076.09-02-62.00	14	R10	422 WORCHESTER DR	1	8	2005	2	1863	C+	AV	177,400	28-MAY-26	317,500	.56
ED05-076.11-02-49.00	16	R10	1207 S FARMVIEW DR	1	5	1989	2	1739	C	GD	178,900	12-MAY-26	325,000	.55
ED05-076.12-01-49.00	2	R10	874 PAUL ST	1	16	1962	1	1933	C	AV	215,300	07-MAY-26	205,000	1.05
ED05-076.13-01-06.00	14	R10	112 TRAFALGAR DR	1	8	1997	2	1734	C+	AV	163,400	20-MAY-26	280,000	.58
ED05-077.06-01-50.00	8	R10	455 E LOOCKERMAN ST	1	3	1955	1	2116	C+	GD	249,900	04-MAY-26	425,000	.59
ED05-077.06-02-14.00	7	R10	920 E DIVISION ST	1	14	1953	1	1264	C	AV	148,300	01-MAY-26	327,000	.45
ED05-077.07-07-31.00	6	R10	205 LADY BUG DR	1	13	2018	2	1220	B-	AV	136,000	22-MAY-26	250,000	.54
ED05-077.17-03-16.00	4	R10	1054 S BRADFORD ST	1	3	1947	1	1154	C	AV	153,300	18-MAY-26	165,000	.93
ED05-077.18-01-18.00	4	R10	234 PINE ST	1	14	1956	1	882	C-	GD	132,400	01-MAY-26	240,000	.55
ED05-085.08-03-49.00	12	R10	352 FIDDLERS GRN	1	16	1966	1	1750	C+	AV	170,400	26-MAY-26	290,000	.59
ED05-085.12-02-17.00	12	R10	372 KESSELRING AVE	1	5	1966	2	1440	C+	GD	172,700	29-MAY-26	295,000	.59
LC05-058.17-03-10.00	1A	R10	56 PRIMROSE DR	1	11	1987	1	1296	D+	AV	95,000	29-MAY-26	223,000	.43

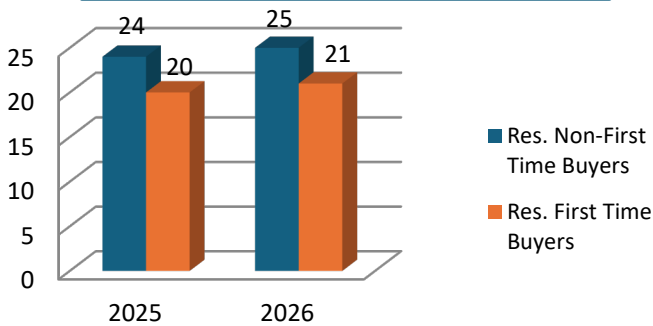
Number of Deeds Stamped for the Month of June 2025/2026



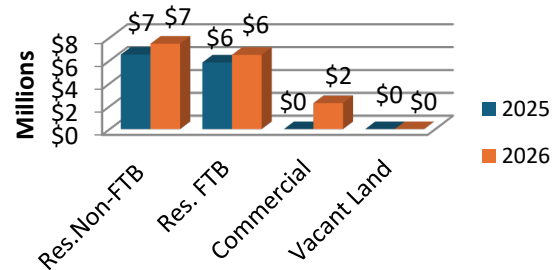
Transfer Tax Dollar Amount for the Month of June 2025/2026



First Time Buyer for the Month of June 2025/2026



June 2025/2026 Realty Property Sales in Dollars Received Prior to Recording



Major Updates

	April	May	June
Assessment Change	\$0	\$0	\$4,250,300

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
34	\$5,859,800	\$10,477,380	0.56	1.04

Ratio – Assessed Value divided by Sale Price. **PRD – Mean** – A PRD above 1.03 tends to indicate assessment regressivity – high valued properties are under appraised relative to low valued properties. A PRD below .98 tends to indicate assessment progressivity – high valued properties are relatively over appraised.

Tax Office**Wild Meadows / Persimmon Park Place Home Sales for June 2026:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Sales Price</u>
60 Primrose Dr	\$105,000	\$235,000

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
ED05-057.17-01-73.00	18	R10	208 GRINDING WHEEL DR	1	8	1993	2	1440	C+	AV	153,400		26-JUN-26	298,000	.51
ED05-066.02-01-02.00	18	R10	105 HOBBYHORSE CT	1	1	2012	2	2238	B	AV	251,000		16-JUN-26	405,000	.62
ED05-066.12-01-10.00	3	R10	196 PINE VALLEY RD	1	14	2013	1	2224	B+	AV	264,000		04-JUN-26	438,500	.60
ED05-066.12-01-20.00	3	R0	166 PINE VALLEY RD	0							82,200		08-JUN-26	115,000	.71
ED05-067.01-01-43.00	18	R10	318 TOPAZ CIR	1	5	2009	2	2292	B	AV	250,900		10-JUN-26	430,000	.58
ED05-067.15-01-62.00	2	R10	123 QUAIL HOLLOW DR	1	16	1978	1	1600	C	AV	177,800		30-JUN-26	300,000	.59
ED05-067.17-04-38.00	3	R10	100 SWEETGUM DR	1	6	1995	2	1842	B-	AV	209,300		29-JUN-26	355,000	.59
ED05-068.10-02-24.00	13	R10	541 BUCKSON DR	1	14	1969	1	960	C	AV	143,200		17-JUN-26	225,000	.64
ED05-068.10-03-73.00	13	R10	422 FREAR DR	1	14	1964	1	1056	C	AV	149,700		04-JUN-26	355,000	.42
ED05-068.13-01-04.22	100	R50	43 CHATHAM CT	1	13	1984	2	2518	B-	AV	147,800		15-JUN-26	255,000	.58
ED05-068.14-02-34.00	13	R10	217 MACARTHUR DR	1	14	1965	1	1346	C	AV	138,000		24-JUN-26	290,000	.48
ED05-068.15-04-46.00	6	R10	1501 S HANCOCK AVE	1	14	2022	1	1494	B	AV	201,600		23-JUN-26	390,000	.52
ED05-068.18-02-41.00	7	R10	83 UPLAND AVE	1	14	1951	1	1782	C	AV	180,000		08-JUN-26	280,000	.64
ED05-068.18-03-12.00	7	R10	85 N HALSEY RD	1	14	1950	1	672	C-	AV	88,900		22-JUN-26	145,000	.61
ED05-068.18-04-59.00	7	R10	10 E LOOCKERMAN CT	1	14	1956	1	1222	C	GD	155,900		30-JUN-26	334,900	.47
ED05-068.18-05-28.00	7	R10	711 E DIVISION ST	1	5	2002	2	1980	C	AV	185,100		25-JUN-26	325,000	.57
ED05-076.04-02-25.01	2	R10	511 LITTLE EDEN WAY	0	13	2023	2	1432	C+	AV	153,500		26-JUN-26	290,000	.53
ED05-076.04-02-53.00	2	R10	220 RIDGELY BLVD	1	8	2025	1	1584	C+	AV	176,400		18-JUN-26	359,990	.49
ED05-076.04-05-75.00	2	R10	109 RED HAVEN WAY	1	8	2025	1	1305	C+	AV	148,000		24-JUN-26	330,990	.45
ED05-076.05-01-18.00	14	R10	240 N CAROLINE PL	1	5	1990	2	2268	B-	AV	217,100		26-JUN-26	300,000	.72
ED05-076.06-07-08.00	17	R10	1103 DWIGHT CT	1	5	1990	2	2056	C	AV	190,200		11-JUN-26	325,000	.59
ED05-076.08-02-61.00	9	R10	219 N NEW ST	1	1	1930	2	1620	C	AV	109,100		10-JUN-26	195,000	.56
ED05-076.08-03-08.00	9	R10	126 N KIRKWOOD ST	1	1	1930	2	2770	C	AV	169,900		19-JUN-26	120,000	1.42
ED05-076.20-01-09.00	5	R10	872 WESTVIEW TER	1	16	1959	1	1852	C+	AV	179,200		22-JUN-26	375,000	.48
ED05-077.06-02-34.00	7	R10	42 S EDGEHILL AVE	1	3	1957	1	1850	C	FR	145,800		26-JUN-26	315,000	.46
ED05-077.09-05-53.00	4	R10	57 ELM TER	1	1	1946	2	1742	C+	GD	196,600		22-JUN-26	335,000	.59
ED05-077.11-02-87.00	6	R10	503 ROBERTA AVE	1	5	1967	2	1483	C+	AV	186,600		30-JUN-26	320,000	.58
ED05-077.13-02-34.00	4	R20	742 S STATE ST	2	1	1916	1	1760	C-	AV	167,300		16-JUN-26	395,000	.42
ED05-077.14-01-42.00	8	R10	65 LAUREL DR	1	5	1978	2	2656	B	VG	284,900		12-JUN-26	495,000	.58
ED05-085.08-03-65.00	12	R10	343 FIDDLERS GRN	1	16	1966	1	1650	C+	GD	173,300		05-JUN-26	275,000	.63
ED05-085.11-01-44.00	12	R10	166 TURNER DR	1	14	1968	1	1103	C	GD	150,900		23-JUN-26	280,000	.54
ED05-085.12-01-71.00	12	R10	361 KESSELRING AVE	1	5	1966	2	1688	C+	AV	156,500		29-JUN-26	285,000	.55
ED05-085.12-04-34.00	12	R10	447 ALDER RD	1	6	1979	2	1794	C+	AV	170,700		22-JUN-26	305,000	.56

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBL	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
LC05-058.17-03-09.00	1A	R10	60 PRIMROSE DR	1	11	1988	1	1512	D+	AV	105,000	30-JUN-26	235,000	.45

		2026 Appeal Log			
Exempt Request					
Name	PIN#	Property Address #	2025 Amount	Reque. Amount	Approved Amount
CENTRAL DE HOUSING COLLABORATIVE	ED05-076.08-02-67.00	238 N GOVERNORS AVE	\$183,900.00	\$0	\$183,900
NEIGHBORGOOD PARTNERS	ED05-076.08-05-22.00	16 N NEW ST	\$83,000.00	\$0	\$0
NEIGHBORGOOD PARTNERS	ED05-077.05-03-10.00	29 S NEW ST	\$107,500.00	\$0	\$0
ELIZABETH W MURPHY SCHOOL INC	ED05-077.17-03-37.00	1045 S BRADFORD ST	\$197,900.00	\$0	\$0
ELIZABETH W MURPHY SCHOOL INC	ED05-077.17-03-56.00	914 S STATE ST	\$144,700.00	\$0	\$0
DOVER INTERFAITH MISSION FOR HOUSING	ED05-076.08-01-10.01	630 W DIVISION ST	\$1,564,900.00	\$0	\$0

ELECTRIC DEPARTMENT MONTHLY REPORT

Item #5.

For the month of June 2026, the Electric Department contributed to the quality of life for all our customers.

The city experienced a system peak of 138.04 megawatts, an increase of 7.01 megawatts from last month and a 14.47 megawatt decrease from the same month last year.

There was a total of 23 outages for the month, affecting a total of 4814 customers with an average outage lasting 45.5 minutes (24-month SAIDI avg). The most common reason for outages was blown fuses. Of the 15 blown fuses, five of them were confirmed squirrels or birds while the other 10 were not determined. There were four breaker operations, all open-closed, and one bad underground primary, hit wire, burnt jumper and human error.

Project Updates:

The department continues to work on FY26 projects and preparing for the FY27 projects.

We continued to secure the safe harbor of the investment tax credit (ITC) for the possibly solar build at the McKee site. After consultation with tax experts and an engineering firm, city crews were able to complete a substantial amount of work before the deadline. Documentation has been submitted to the tax experts, and we are awaiting final confirmation.

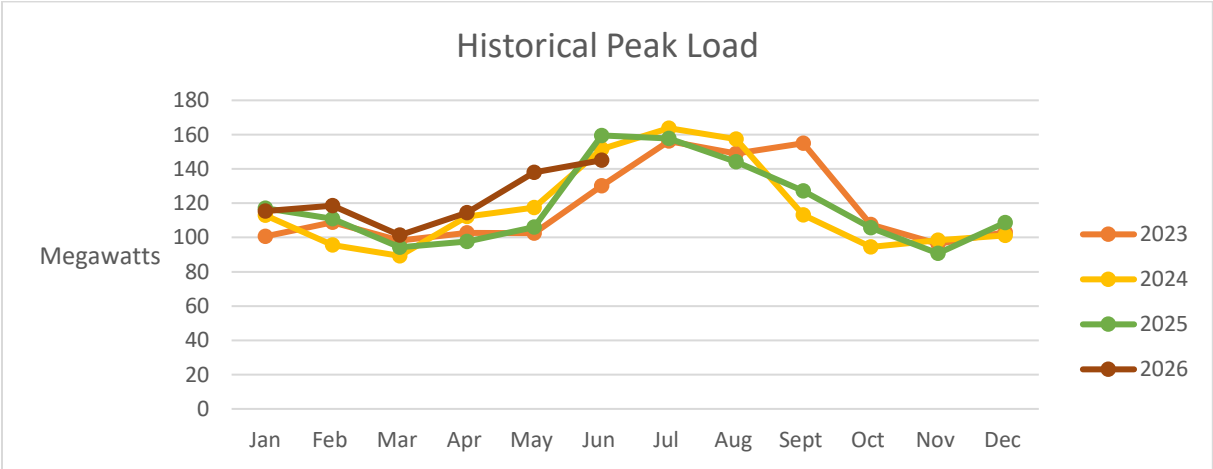
Van Sant was dispatched and ran 18 hours for the month of June. That brings the total running time of the unit this calendar year to 102.4 hours. For the calendar year of 2025 the unit ran a total of 110 hours.

FY 26 YTD Outages and Response Time:

Total – 125 Average Response Time – 25.8 minutes (Goal – Less than 30 minutes)

Lost Time Accidents – Workorders Generated –

Current Month – 0 Total FY – 0 Current Month – 167 Total FY – 1824



Emergency Management and Communications

The Department of Emergency Management and Communications is dedicated to protecting lives, property, and the well-being of our community through coordinated emergency preparedness, effective communication, and responsive public safety services.

Through transparent public information and proactive community engagement, we strive to build trust, enhance readiness, and strengthen the City's resilience before, during, and after any crisis.

We oversee and support Emergency Management, Emergency Medical Services, Public Communications, and the Office of the Fire Marshal, ensuring rapid, professional, and compassionate response to emergencies.

Director

Kay M. Sass

Deputy Director & Fire Marshal

Jason A. Osika

Deputy Fire Marshal's

FM2 Matthew C. Brown

FM3 Sean P.M. Christiansen

FM4 Phillip M. Lewis

EMS Primary Contacts:

Senior Regional Director of Operations Tyler Selak

Fire Marshal's Office - At a Glance

June 2026

- The Fire Marshal's Office investigated 1 incident during the month of June. Major fire loss on Janeka Lane.

- Matt Brown continues to assist with the building department as the liaison to the third party plan reviewer. This month he logged 95 hours. This takes half of his time away from the FM side.

- One Deputy is out of the office after injuring themselves at a fire as a volunteer for Dover. This is leaving us at an office of 3 for some time.

- Due to the above reasons stated, Annual Fire and Life Safety Inspections have been limited.



	Month	Year to Date	Previous Year to Date
Annual Fire & Life Safety Inspections	21	267	335
Deficiencies From the Above Inspections	11	254	409
Fire Code Violations/Deficiencies/Complaints	14	229	343
C/O & Fire Equipment Acceptance Tests	12	170	123
Meetings & Walk Through	30	332	193
Fire Plan Review & DAC	14	122	133

	Month	Year to Date	Previous Year to Date
Accidental	1 totaling \$350,000	40 totaling \$716,959	61 totaling \$967,205
Incendiary	0	8 totaling \$34,201	19 totaling \$316,109
Undetermined	0	11 totaling \$155,503	15 totaling \$614,320
Natural	0	1 totaling \$1,000	0
Investigation time	6 hours	145 hours	275 hours
Injuries	0	12	13
Deaths	0	1	0
Arrest Made with DPD	0	3 arrests 3 referrals	1

RUN VOLUME:

A total of **1198** responses by Dover EMS for the month.

Of those 1183, **856** required transport (885 patients) **220** received services and did not transport and **107** canceled or refused. Sick persons was the most frequent calls, followed by MVC's, and chest pains at the time of dispatch.

Average Response Times:

State of Delaware compliance requirements are that 90% of responses be below the response time guidelines. Dover EMS exceeded the 90% minimum in every category.

Alpha 9:06 min. (Low priority - ie: non life threatening ie: non serious illness, back pain, flu like symptoms)

Bravo 8:24 min. (Moderate Priority - ie: minor allergic reaction, fainted now alert)

Charlie 7:36 min. (Urgent - ie: difficulty breathing, severe abdominal pain, diabetic emergency)

Delta 6:48 min. High Priority - ie: cardiac arrest, not breathing severe trauma or choking, childbirth complications)

Echo 6:06 min. (Highest priority - ie: cardiac arrest confirmed, not breathing at all, mass casualty, CPR in progress)

Omega 10:12 min. (Lowest Priority - ie: Minor nosebleed, non injury fall assists)

Additional information:

12 Total Surge Emergencies - Surge emergencies refer to situations where the demand for EMS exceeds normal capacity causing the implementation of a surge plan (Bringing on additional units)

10 Total Surge Unit Activations with Transports

Dispatches with a 27- Run Card (Penetrating Trauma or Assault) - 19 transported - 27 incidents (ie: gunshot wound, stab wounds, other types of impalements) Average response time **6:11 min**

Dover was dispatched **out of district 29 times**, and transported 18 of those. (1 bariatric request)

Total calls **transported by mutual aid** into Dover is 12.

31 Overdoses in May.

7.7% (74 patients) of the overall call volume was confirmed individuals without a home.



HUMAN RESOURCES

JUNE 2026

City of Dover Human Resources Mission Statement:

The City of Dover's Human Resources Department strives to provide quality service to assist our greatest asset, our employees. Equity, Integrity, and Urgency is our focus to ensure employee satisfaction as well as company wellness. We implement policies and procedures that align with organizational goals, including a safe and compliant workplace, effective training and professional development, and addressing both the needs of employees and the organization.

City of Dover Human Resources Value Statement:

Innovation: *We strive to include best HR practices to enhance a robust technological movement to enhance the quality and efficiency of the department.*

Collaboration: *We honor knowledge sharing, diversity of thoughts and ideas, and experiences to encourage an inclusive workforce.*

Integrity and Transparency: *We honor our commitments and promote a healthy environment that promotes fairness, honesty, respect, and trust.*

Results Driven: *Customer service is front and center, and we advocate for employees' and retirees' needs at all times.*

JUNE SUMMARY:

JUNE Hiring Trends FY26:

JUNE	NEW HIRE AMOUNT	STATUS
JUNE	7	7 FT

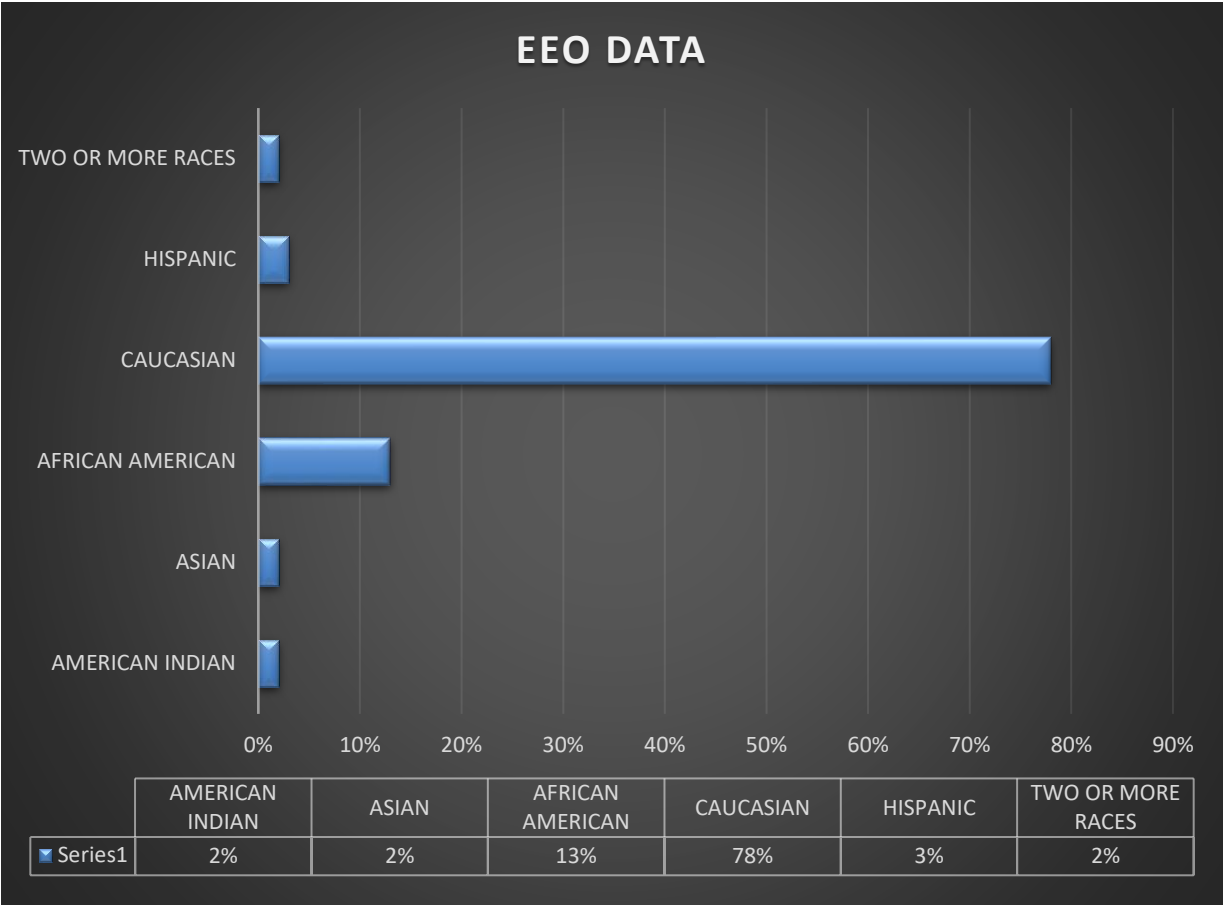
JUNE Voluntary Termination/Involuntary Termination Trends FY26:

VOLUNTARY	1 FT
INVOLUNTARY	1 FT
RETIREMENT	0 FT



HUMAN RESOURCES

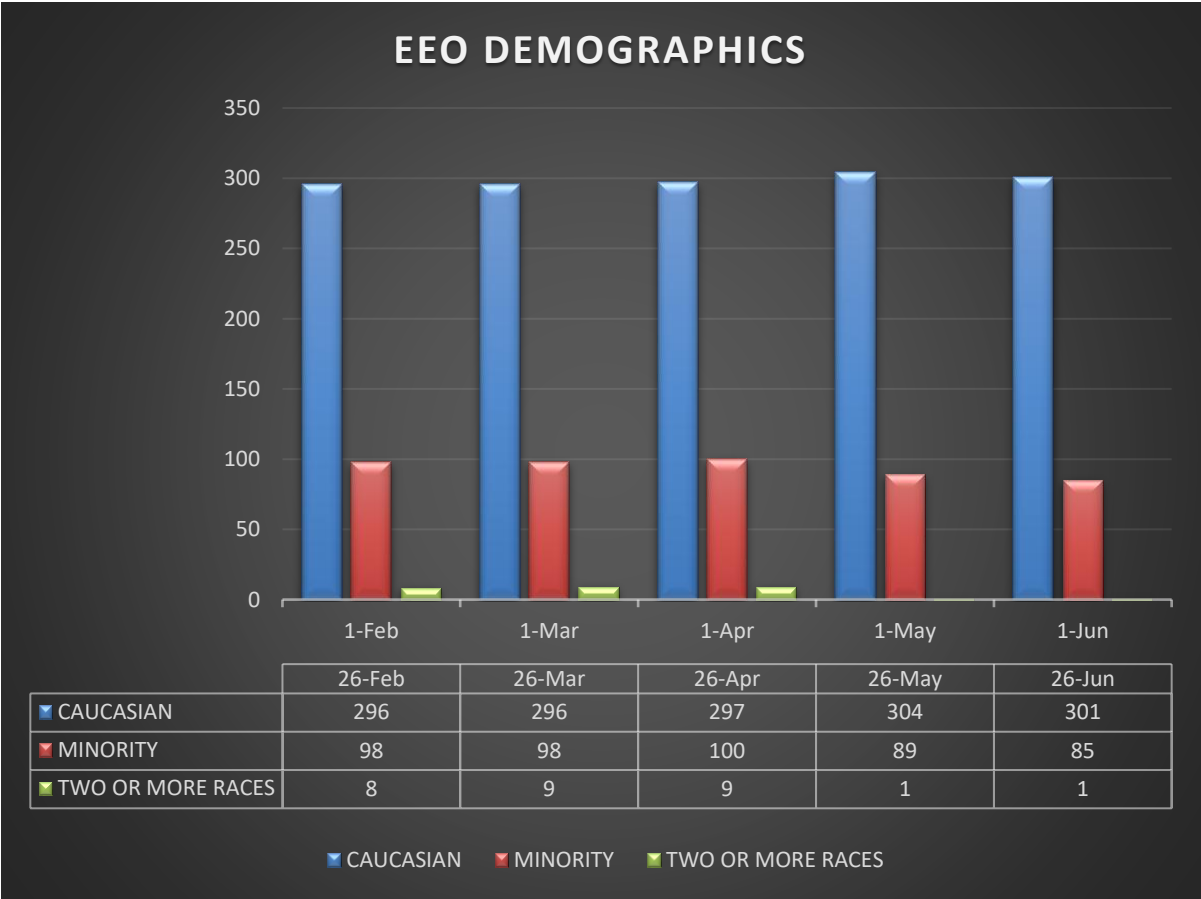
EEO DATA





HUMAN RESOURCES

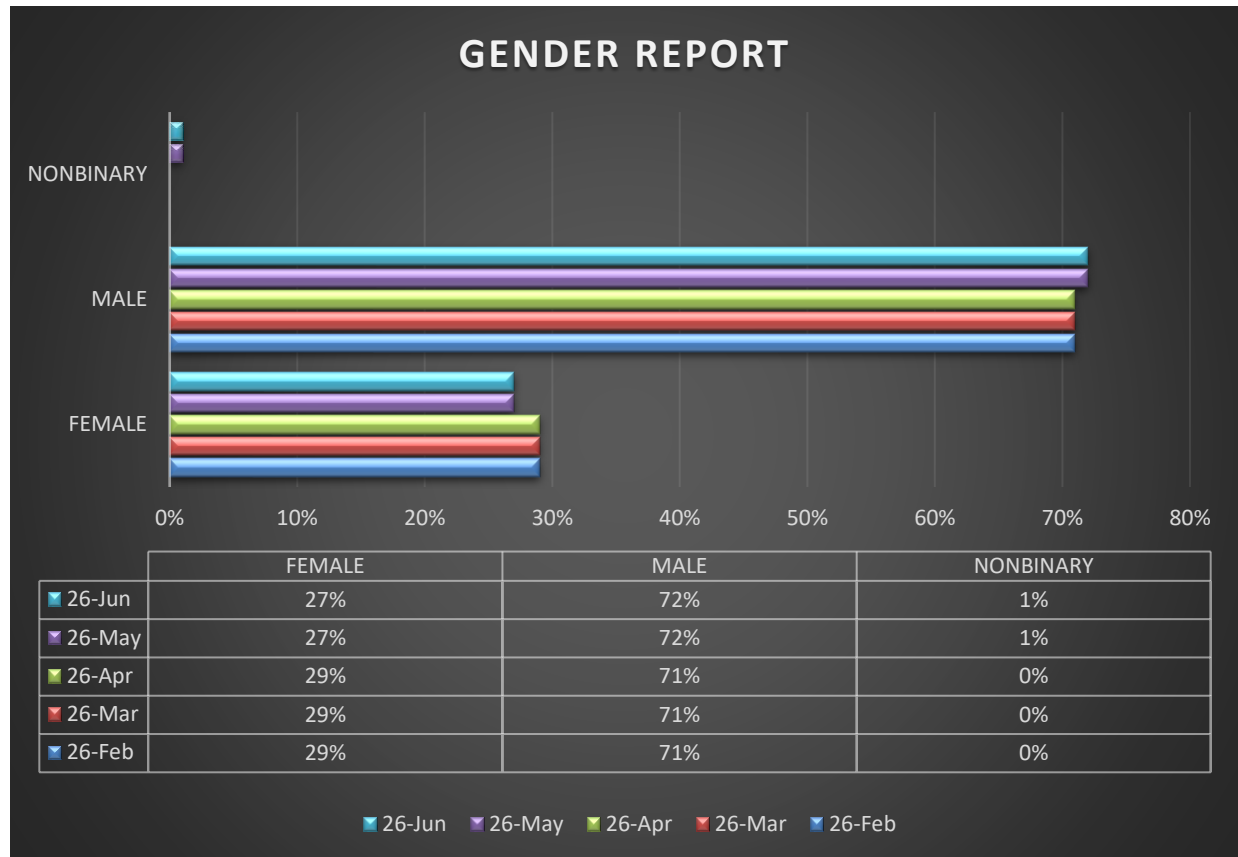
EEO DEMOGRAPHICS





HUMAN RESOURCES

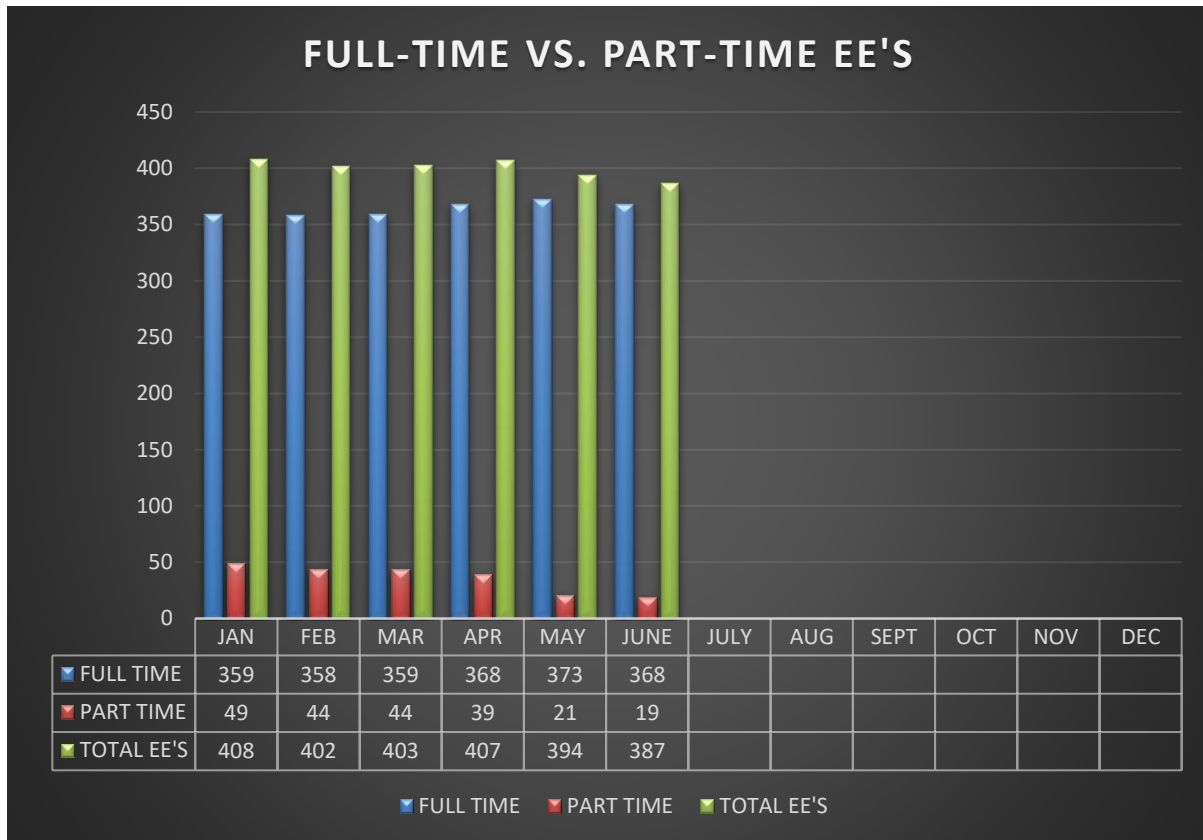
GENDER REPORT





HUMAN RESOURCES

FULL-TIME VS. PART-TIME EE'S



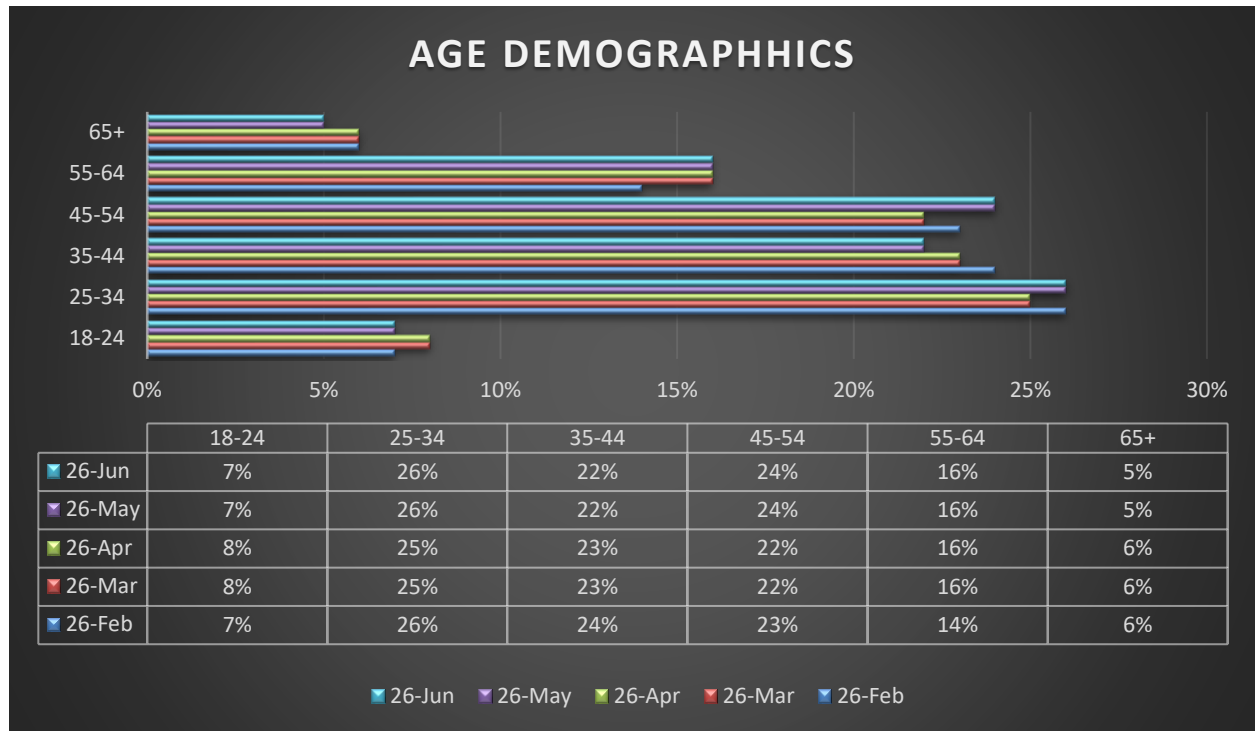
Numbers do not reflect committees, or council members.

****Number reflects removing per diem part-time positions.***



HUMAN RESOURCES

INTERNAL EE AGE DEMOGRAPHICS





HUMAN RESOURCES

HIRING DETAILS

Position Hired: PLANNER I, MOTOR EQUIPMENT OPERATOR I (3), LABORER II, CUSTOMER SERVICE CLERK I, COMMUNICATIONS OPERATOR

Position Terminated/Resigned/Retired/Other: N/A

Terminal Leave: N/A

CURRENT VACANT POSITIONS

OPEN POSITIONS	ORIGINAL POSTING DATE	STATUS
HUMAN RESOURCES COORDINATOR	7/16/2026	FT
MOTOR EQUIPMENT OPERATOR III/PUBLIC WORKS (IN-HOUSE)	7/13/2026	FT
SIGN STREET PAINTER/PUBLIC WORKS	7/13/2026	FT
CREW LEADER/PUBLIC WORKS DEPARTMENT (IN-HOUSE)	7/9/2026	FT
INSPECTOR I/PLANNING DEPARTMENT	7/9/2026	FT
INSPECTOR II/PLANNING DEPARTMENT	7/9/2026	FT
CUSTOMER SERVICE SUPERVISOR/CUSTOMER SERVICE DEPARTMENT	7/1/2026	FT
CUSTOMER SERVICE CLERK I/CUSTOMER SERVICE DEPARTMENT	6/15/2026	FT
BUILDING SUPERVISOR/PARKS AND RECREATION DEPARTMENT	5/11/2026	Per Diem
OFFICE ASSISTANT II/PARKS AND RECREATION DEPARTMENT	5/7/2026	FT
CAMP COUNSELOR I/PARKS AND RECREATION DEPARTMENT	4/1/2026	Per Diem
MOTOR EQUIPMENT OPERATOR I-SANITATION/PUBLIC WORKS DEPARTMENT	3/25/2026	FT
NETWORK ADMINISTRATOR/POLICE DEPARTMENT	12/8/2025	FT
POLICE CADET/POLICE DEPARTMENT	8/25/2025	Per Diem

**Not used for Budgeting Purposes*



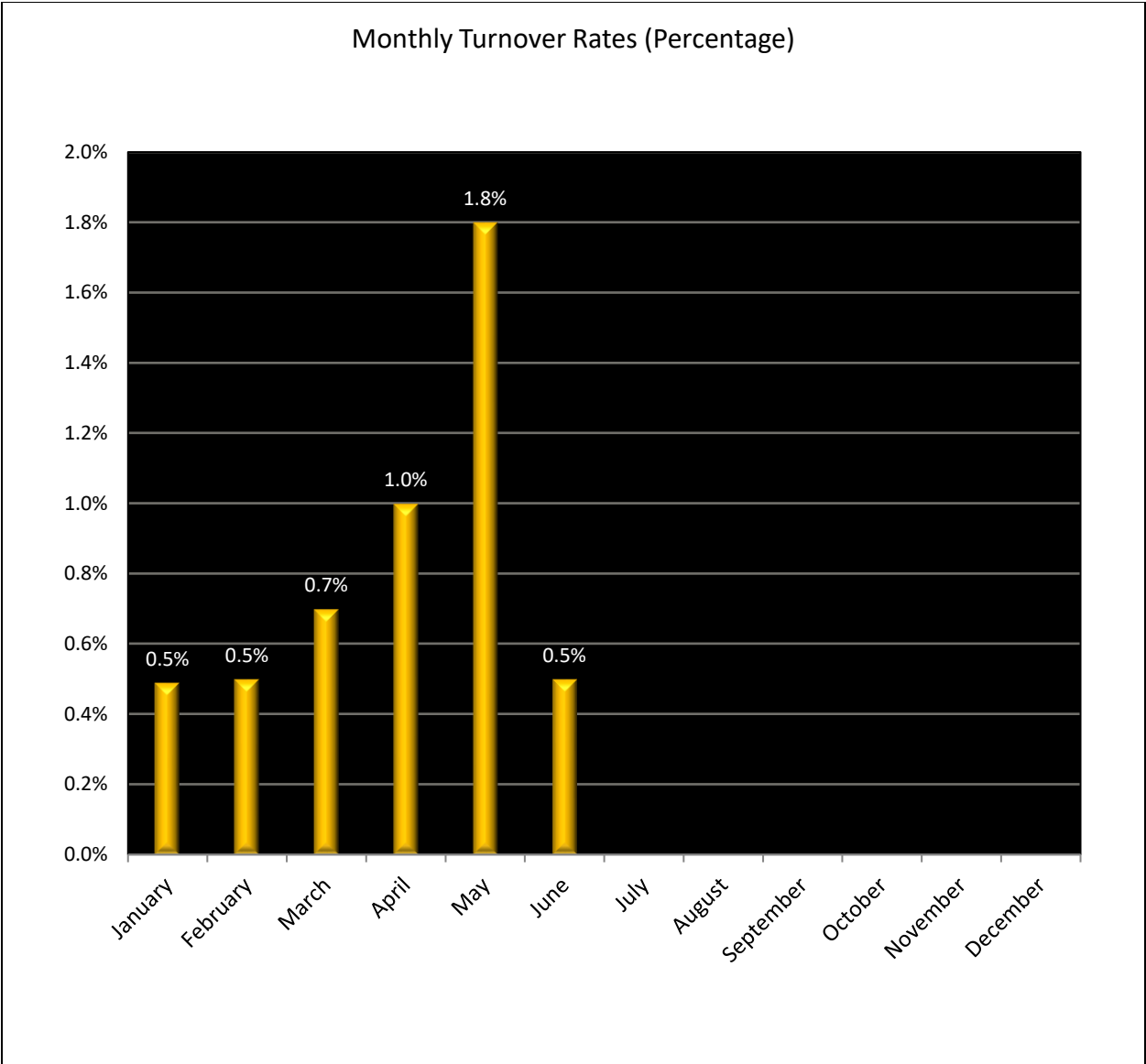
HUMAN RESOURCES

TURNOVER STATISTICS

Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	2	408	0.5%		
February	2	402	0.5%		
March	3	403	0.7%	1.7%	
April	4	407	1.0%		
May	0	394	1.8%		
June	2	387	0.5%	3.3%	
July					
August					
September				0.0%	
October					
November					
December				0.0%	



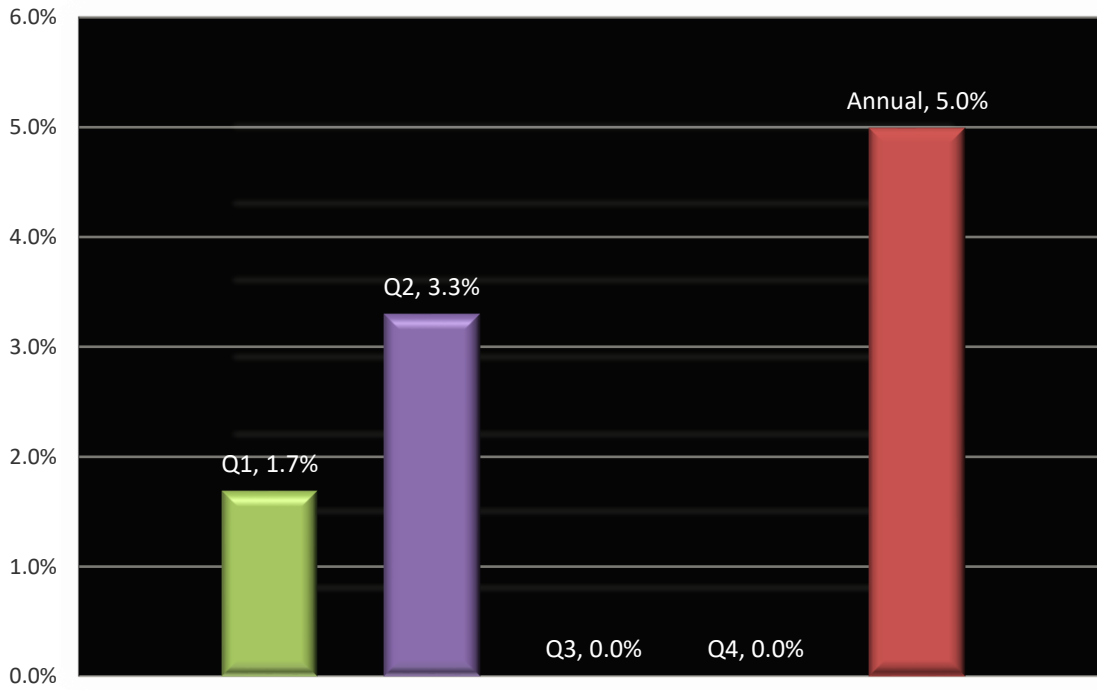
HUMAN RESOURCES





HUMAN RESOURCES

Quarterly and Annual Turnover Rates

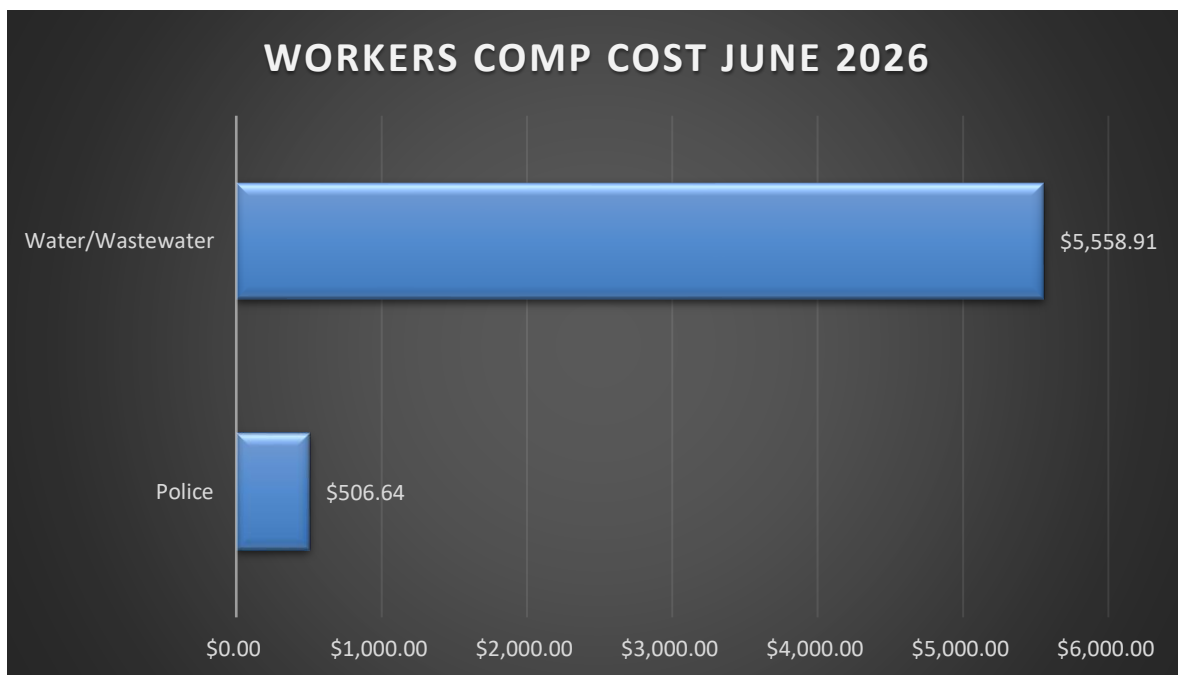




HUMAN RESOURCES

JUNE WORKER'S COMPENSATION DATA

MONTH	MAY-26	JUNE-26
WORKERS COMP INJURY DETAIL	3	7



Respectfully Submitted by H. Naomi Poole

Information Technology Department

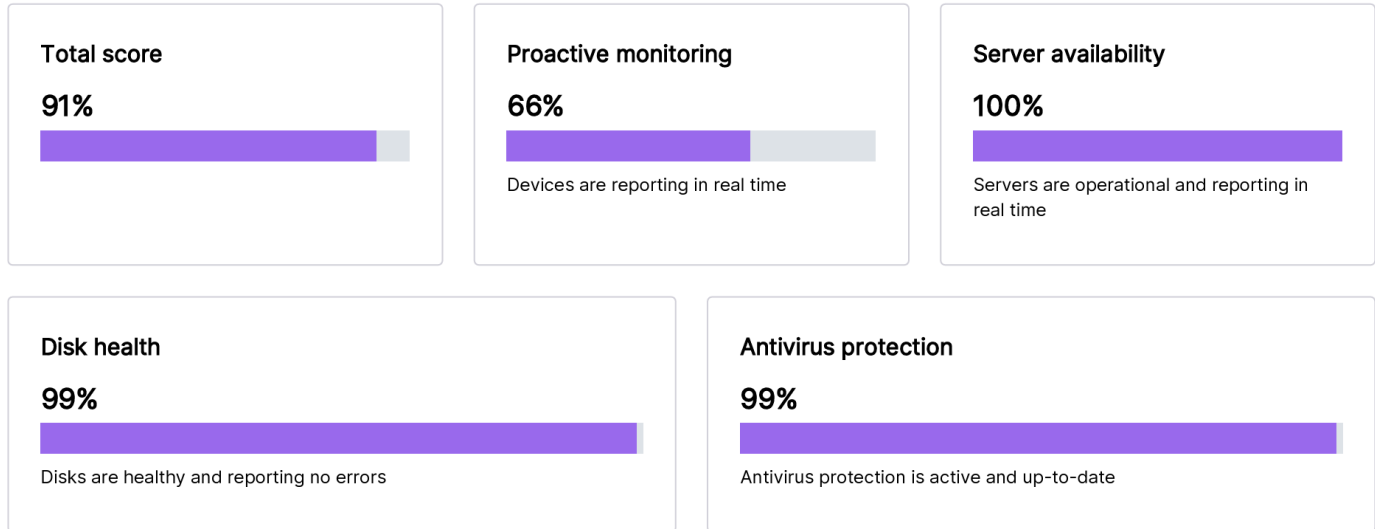
June 2026 Report

Item #5.

IT Support:

Network Health Report: Our network monitoring and reporting features that help us track the performance, availability, and health of devices on your network is continuing to be fully implemented. It's designed to give IT real-time visibility and automated insights so we can quickly act.

Health score



Resolution time

Mean time to resolve 5 Days 49 Minutes	One touch resolution 49.123%	First response time 15 Hours 40 Minutes
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Tickets/Resolution time

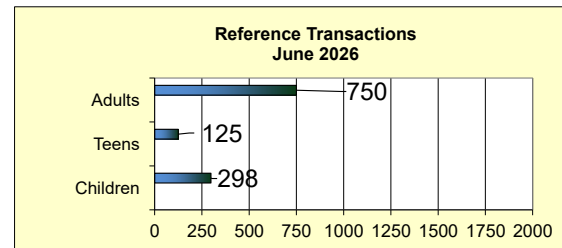
0-5 Hours	5-24 Hours	1-7 Days	7-30 Days	More than 30 days
28%	21%	25%	25%	2%

Technician touches

0	1	2	3-5	Greater than 5
48%	35%	10%	7%	0%

IT Projects:

- **Network modernization project:** We completed the server installation phase of the project. During this month and in July we will be testing and training on the new system. We will also begin the transition of applications and servers over starting in the August – September timeframe.
- **Hardware Inventory:** Our DE Tech interns are working on identifying all surplus and decommissioned hardware so we can dispose of it by City of Dover policies. Once this is completed, we will conduct an audit and update our inventory listing to compile a capital replacement plan for FY28.
- **System Automation:** IT is researching low cost ways to automate tasks using existing tools in our current software inventory to streamline operations were needed.
- **.gov domain:** We've completed the back end configuration needed for the transition to .gov domain for city email and are still on target for the rollout on July 7th.



Item #5.

Circulation	June '26	FYTD '26	June '25	FYTD '25
City of Dover Residents	9,637	111,632	9,555	121,645
Electronic Materials	7,946	100,005	7,273	88,006
Kent County Residents	9,770	114,953	10,556	125,500
Non-County Residents	1,246	14,605	1,328	15,715

New Library Registrations

City of Dover Residents	291	3,087	326	3,237
Kent County Residents	138	1,472	162	1,325
Non-County Residents	4	47	5	53

Registered Library Users as of 06/30/2026	Registered Library Users as of 06/30/2025
City of Dover Residents	18,970
Kent County Residents	10,590
Non-County Residents	<u>659</u>
TOTAL	30,219

Other

Visitors	18,501	183,001	18,825	182,239
Meeting Room Attendance	5,594	38,025	4,939	38,402
Number of Computer Users	1,268	17,564	1,354	12,657
Number of Wireless Computer Users	1,392	17,321	1,795	18,178
Inter/Intralibrary - Loaned	41		38	
Inter/Intralibrary - Borrowed	94		52	
Holds Sent	2,811		2,599	
Holds Received	<u>1,441</u>		<u>1,733</u>	
TOTAL	4,387	52,070	4,422	51,730
Tech Services/Items Added	2,531		2,115	
Tech Services/Items Deleted	1,014		1,211	
Passport Services/Customers	226	2,746	230	2,926
Passport Services/Revenue	\$8,702	\$107,432	\$9,161	\$121,535

Monthly Highlights

- ▶ 571 attended 54 programs for adults.
- ▶ 3,437 attended 22 program for teens. (Includes Dover Con)
- ▶ 1,351 attended 36 programs for children.
- ▶ 0 volunteers.

Program Spotlight

DelawareLibraries.org



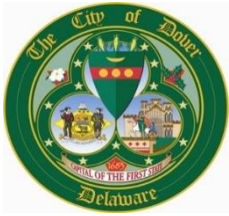
Delaware Libraries / LibCal / Dover Public Library

Crafting for a Cause: Delawarm



Delawarm provides community members the opportunity to give back to those that need it most. Using your skill in fiber arts you can collectively create items to be distributed to the unhoused, domestic violence shelters, and schools throughout the State of Delaware. Warm items like scarves, hats, ear warmers, and teddy bears for children are ideal projects for this cause. Yarn will be provided. Please bring your own hooks and needles.

Date: Tuesday, June 2, 2026
Time: 5:30pm - 7:30pm Eastern Time
Location: Conference Room
Library: Dover Public Library
Audience: ■ Adults ■ All Ages
Categories: ■ Arts and Crafts



Parks & Recreation

Monthly Report – June 2026



PARKS & RECREATION HIGHLIGHTS

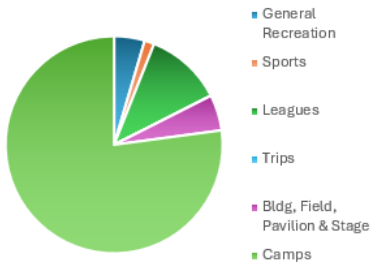
Dover Park Building and Spray Pad: Please visit our web page for frequent updates: <https://www.cityofdover.gov/departments/ParksRecreation/Splashpadandcommunitycenter>

All Accessible Playground: Will begin construction once the building and spray pad are complete.

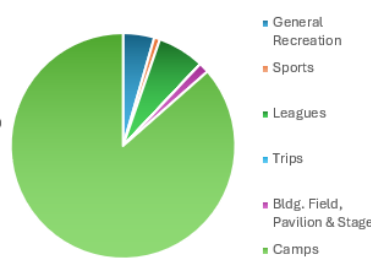
Parks & Recreation: Summer programs, events and leagues have begun! Our department stayed busy with summer camps at the Pitts Center and Towne Point Elementary. Our stage was used 6 times for events and our concert series on The Green started. Sports stayed busy with soccer ending, field hockey at Dover High, track programs and our senior softball games!

Grounds Department: The grounds department have been busy removing trees from around the city that were not in good shape. The department has downtown Dover flourishing with our annual flowers and hanging baskets. The department has also helped with a few of the events we've had scheduled.

FY 26



FY 25



June 2026	
General Recreation	\$1,735.00
Sports	\$555.00
Leagues	\$4,390.00
Trips	\$0.00
Bldg, Field Pavilion Stage Permits	\$2,027.00
Camps	\$29,357.00

June 2025	
General Recreation	\$2,125.00
Sports	\$395.00
Leagues	\$3,180.00
Trips	\$0.00
Bldg, Field Pavilion Stage Permits	\$700.00
Camps	\$40,847.00

Parks & Recreation Programs	June 26	FYTD 26	June 25	FYTD 25
Recreation & Enrichment Classes	8	51	4	55
Open Gym	33	888	23	1108
Leagues	6	21	3	18
Bldg, Field, Facility, Stage permits	14	84	9	108
Camps and Trips	19	39	25	37

Sports & Leagues

Activity	Participants	Location
Basketball League	40	John W. Pitts Center
Senior Softball	120	Schutte Park Softball Fields
Soccer Camp	9	Schutte Park Soccer Fields
Adult Field Hockey	40	Dover High School
High School Field Hockey	78	Dover High School
Track Conditioning	56	Dover High School
Volleyball Elite Camp	16	John W. Pitts Center
Girls Volleyball League	61	John W. Pitts Center

Grounds Monthly Report

June-2026

Arborist Crew:

- Root pruning for sidewalk repair
- Grinded stumps and trimmed trees around City
- Planted 1 tree

Beautification Crew:

- Finished planting all flower beds
- Maintained flower beds and watered plants
- Watered new tree plantings

Mowing Crew:

- Mowing routes on schedule
- Tree plantings

Litter Removal:

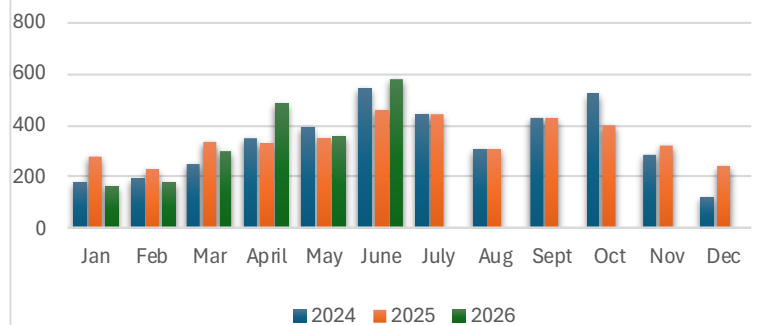
- Litter route is being picked up on schedule
- 580 cans picked up

Parks Crew:

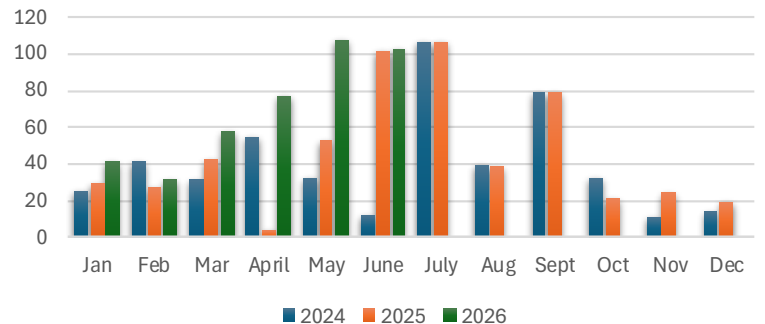
- Prepped athletic fields
- Set up for events
- Painted picnic tables
- Repaired fence at Blackshear Park

Arborist Crew	
Tree Work	Completed
Tree's Trimmed	102
Tree's Removed	13
Root Pruning	9
Stumps Removed	22
Trees Planted	1

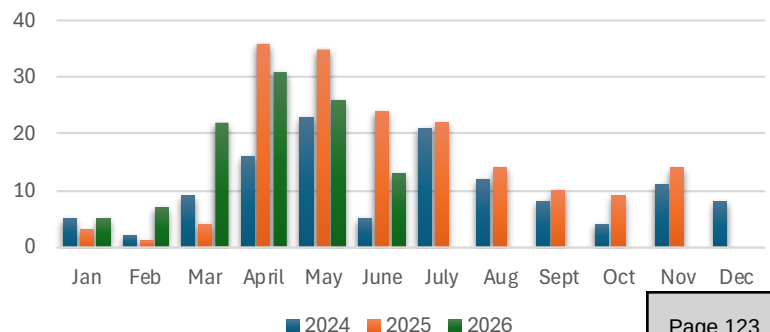
Litter Cans Collected

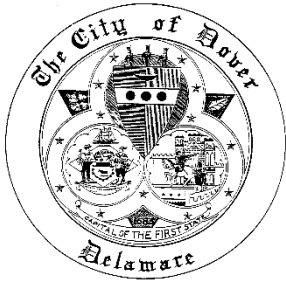


Trees Trimmed



Tree Removed





City Planner's Monthly Report

Department of Planning & Inspections

June 2026

Planning & Inspections Highlights

Some Items to Call to Your Attention

Planning Office staff reviewed 64 Building Permits and 20 Certificate of Occupancy Permits. Staff also provided support to the Planning Commission (3 applications), the Board of Adjustment (1 application), and the Historic District Commission (2 applications). Two (2) vacancies remain, including the Director and Planner II, as a Planner I started with the Planning Office in June. Due to the remaining vacancies, the Department continues to utilize a consultant to assist staff in addressing the current workload.

During June, the Community Development Office worked on program administration, housing and community development coordination and subrecipient oversight. For the Community Development Block Grant program, a homeowner rehabilitation project was finalized, and reimbursement requests were made for a Women's Shelter and a Men's Winter Shelter. The American Rescue Plan Act funds also reimbursed eligible expenses for a Men's Shelter and Transitional Housing and a Women & Children's Emergency Shelter.

Construction activity in June included both residential and non-residential projects having Building Permits and Certificates of Occupancy issued. Residential development areas consisted of Eden Hill Farm TND, Rojan Meadows PND, Villages of Maple Dale PND, a renovation of a unit in Manchester Square and a single family dwelling on College Road. Non-residential development included a building addition at PAM Rehabilitation Hospital, the Dover Mobility Center Parking Garage, and a building addition for the Church of the Nazarene on McKee Road. Overall, 196 permits were issued resulting in 311 inspections.

The Inspections Division consists of both Building Inspections and Permitting & Licensing. Within Building Inspections, one (1) vacancy remained for the Chief Building Inspector in June. In order to ensure construction activity is not stalled, the Department continues to utilize a contractor to assist with Building Permit/Plan reviews as well as with Building Inspections as needed. Permitting & Licensing staff also prepared notifications regarding Business Licenses for a July distribution.

Code Enforcement staff conducted Annual Housing Inspections (12 cases) as part of the Rental Dwelling Permit program. Other Code Enforcement cases focused on exterior property maintenance issues/violations (84 cases), and *Dover Code of Ordinance* violations (93 cases). In addition, Tall Grass and Weeds were up due to the time of the year (155 cases). June ended with 170 registered vacant buildings, 77 dangerous buildings, and 7,873 rental dwellings.

Planning & Inspections Revenue			
Revenue Stream	FY 2026 Revenue Estimates from Budget	FY2026 Actual (YTD) June	% of Budget
Business License	\$1,540,000	\$ 1,560,845	101%
Manufactured Home License	\$16,000	\$ 16,512	103%
Building Permits	\$500,000	\$ 1,021,349	204%
Cert. of Occupancy	\$9,000	\$ 12,405	138%
Public Occupancy	\$45,000	\$ 49,941	111%
Lodging House	\$28,000	\$ 35,732	128%
Plumbing/Heating/Air	\$110,000	\$ 102,882	94%
Rental Inspection Fee	\$750,000	\$ 753,317	100%
Miscellaneous	\$21,000	\$ 24,428	116%
Fire Protection Fees	\$100,000	\$ 90,864	91%
Code Enforcement Fines	\$80,000	\$ 88,209	110%
Vacant Building Reg.	\$50,000	\$ 57,000	114%
Total P&I Revenue	\$3,249,000	\$ 3,813,484	117%

PLANNING OFFICE

Planning Office Operations

The Meetings of the Boards and Commission supported by the Planning Office are presented in the Hybrid format with both In-Person and Virtual (using Webex) meeting options for participation. Conducting Meetings and Trainings in virtual formats are also offered. Department Staff participated in project meetings and the Delaware Population Consortium meeting. Department Staff is beginning at the direction of City Manager to evaluate the FY26 Budget expenditures coding, preparation for the start of FY27 Budget upon its adoption and looking towards goals and priorities for FY28 Budget.

The Planning Office welcomes Alex Dewey as a Planner I who started on June 8, 2026. The Planning Consultant, the Rossi Group, also continues to assist with plan and permit review tasks and development inquiries.

The Planning Office is part of the review process for certain types of construction activity permits (Building Permits, Sign Permits, etc.) and Certificate of Occupancy permits to confirm compliance with the *Zoning Ordinance* provisions. For June 2026, Planning Staff was involved with the review of 64 Building Permits and 20 Certificates of Occupancy that were issued for a monthly total of 84 and a calendar year total of 436. The 2026 year-to-date calendar year's tally as compared to the calendar year totals of Permits and COs is less than the totals seen in 2025 at 516 and significantly less than 2024 at 541. Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

2026: Welcome to Dover! Progress in Pictures



502 Horsey Road – Eden Hill Farm TND



504 and 506 Horsey Road – Eden Hill Farm TND



508 and 510 Horsey Road – Eden Hill Farm TND

2026: Welcome to Dover!
Progress in Pictures— Continued



512 and 514 Horsey Road – Eden Hill Farm TND



103 and 105 Red Haven Lane – Eden Hill Farm TND



111 and 113 Red Haven Lane – Eden Hill Farm TND

Additional addresses of the same model are:
107, 109, 115, 117, 119, and 121 Red Haven Lane in Eden Hill Farm TND

COMMUNITY DEVELOPMENT OFFICE

Community Development Monthly Report – June 2026

Community Development Block Grant (CDBG)

Milford Housing Development Corporation finalized one homeowner rehabilitation project during June. The project is expected to expend the remainder of the program's Homeowner Rehabilitation allocation and the majority of the Emergency Repair allocation when reimbursement is processed in July. The Central Delaware Housing Collaborative submitted a reimbursement request for its full 2025 CDBG allocation supporting operations at the House of Hope Women's Shelter. People's Community Center also submitted a reimbursement request for its full 2025 allocation supporting operations of the Men's Winter Shelter.

American Rescue Plan Act (ARPA)

Dover Interfaith Mission for Housing was reimbursed for eligible expenses including shelter supplies and staffing costs associated with case management and Community Health Worker services at both the men's and women/children's emergency shelters.

Program outcomes reported for June included:

- **Men's Shelter and Transitional Housing**
 - Maintained a full census of 27 participants receiving case management and stabilization services.
 - Served 15 emergency shelter guests and 12 transitional housing participants.
 - Ten guests were employed, three were referred for vocational rehabilitation services, and one participant was referred to the State Rental Assistance Program.
 - Community Health Worker services continued providing healthcare navigation, appointment coordination, medication support, and health education to shelter residents.
- **Women & Children's Emergency Shelter**
 - Served 30 women representing 30 households experiencing homelessness.
 - Assisted nine guests in successfully transitioning to stable housing, including permanent housing, transitional housing, and reunification with family supports.
 - Four individuals secured permanent housing, one obtained employment, and one enrolled in education or job training.
 - Continued individualized case management, housing stabilization services, and community partnerships to promote long-term housing stability.

Program Administration

Staff continued comprehensive revisions to CDBG program documentation, forms, and reporting procedures to improve consistency, strengthen compliance with HUD requirements, and streamline grant administration. Significant time was also devoted to reconciling financial records and preparing documentation necessary for the City's ARPA grant closeout process.

During the month, staff participated in several professional development opportunities, including:

- A demonstration of the MySidewalk data platform, which integrates HUD, housing, permitting, and demographic data to support community planning and reporting.
- A Continuum of Care Notice of Funding Opportunity (NOFO) meeting.
- A Grant Management webinar.
- A Permanent Supportive Housing webinar.

JUNE 2026

CASE TYPE	MTD	MTD FY25	%	YTD FY26	YTD FY25	YTD %
No Valid Rental Permit	46	22	109%	218	241	-10%
No Valid Building Permit	8	1	700%	34	128	-73%
Tall Grass and Weeds	155	246	-37%	558	608	-8%
Additional Tall Grass and Weeds	14	3	0%	58	39	49%
Annual Housing Inspection	12	19	-37%	537	1,019	-47%
Property Maintenance Exterior	84	34	147%	490	538	-9%
Electric Termination	22	19	16%	123	74	66%
Dover Code of Ordinances	93	58	60%	695	442	57%
Dangerous Buildings	7	5	40%	90	131	-31%
Zoning	6	6	0%	84	118	-29%
Total Cases	513	469	9%	3,162	4,570	-31%
Total Inspections	1,235	1,152	7%	8,314	9,138	-9%
Total Admin Inspections	10	17	-41%	158	98	61%
Total # of Violations	639	517	24%	4,545	5,228	-13%

Dangerous Buildings, Vacant Buildings, Demolitions

- ◆ Vacant Buildings currently registered - 170
- ◆ Dangerous Buildings – 77
- ◆ Rental Dwellings – 7,873

Boards & Commissions

There were Meetings in June of the Boards and Commissions supported by the Planning Office. The Planning Commission met on June 15, 2026. The Board of Adjustment met on June 17, 2026 and the Historic District Commission met on June 18, 2026.

Planning Commission: The Planning Commission met on June 15, 2026. The next Planning Commission meeting is scheduled for July 20, 2026. The following applications were considered:

- S-26-11 Delaware State University Football Stadium Plaza at 1200 N Dupont Hwy – The Planning Commission granted conditional approval of a Site Development Plan for a new 53,370 SF +/- Building with Stadium Plaza Complex and the associated site improvements. The project site will redevelop the south side (home stands) area at the football stadium located on the Delaware State University main campus. The property is zoned IO (Institutional and Office Zone) and also subject to the SWPOZ (Source Water Protection Overlay Zone): Tier 3 Excellent Recharge Area. Property Address: 1200 N. Dupont Highway. Tax Parcel: ED-05-057.00-01-21.00-000. Council District 4.
- SB-26-02 Bay Village Residential Planned Neighborhood Design: Subdivision Plan – The Planning Commission granted approval with conditions of the Subdivision Plan for Bay Village Residential Planned Neighborhood Design Application. The property is 79.14 acres of land east of State Route 1 on the south side of White Oak Road and located south of the Garrison Oak Business and Technology Center. The property is currently zoned RM-2 (Medium Density Residence Zone) and subject to the Source Water Protection Overlay Zone (SWPOZ): Tier 2 Primary Wellhead Protection Area. The Preliminary Subdivision application is for 250 townhouse lots and a lot for a future apartment complex development area with associated infrastructure and improvements. The Planning Commission moved to recommend denial of the Waiver Request: Elimination of Rear Alley for Lots 1-20. *(Note: the Applicant later withdrew this Waiver Request and will make design changes for compliance.)* Associated Applications: MI 26-03 Bay Village Residential Concept Sketch Plan was presented to City Council in February 2026 with referral to the Planning Commission. C-26-02 Conditional Use/Master Plan for PND was conditionally approved by the Planning Commission on April 20, 2026; this included approval of the Active Recreation Plan and Alternative Design Standards for PND for Lot Width and Lot Area.
- MI-26-06 Text Amendments: Clean Hydrogen Production Facilities – The Planning Commission recommended approval to City Council of Text Amendments to *Zoning Ordinance* pertaining to clean hydrogen production facilities by amending the Dover Code of Ordinances, Appendix B - Zoning by adding a definition for “clean hydrogen” in Article 12 and by amending Article 3, Sections 19, 20, 20A and 20B to allow clean hydrogen production facilities to operate as permitted uses in certain zones and adding supplementary regulations by which these facilities must abide. The zoning districts for clean hydrogen production facilities include the M (Manufacturing Zone), IPM (Industrial Park Manufacturing Zone), IPM2 (Industrial Park Manufacturing Zone – Business and Technology Center), and IPM3 (Industrial Park Manufacturing Zone – Industrial Aviation and Aeronautics Center). Ordinance #2026-10. *This will be subject to Public Hearing with City Council on July 13, 2026.*

Board of Adjustment: The Board of Adjustment met on June 17, 2026. The next Board of Adjustment meeting is scheduled for July 15, 2026. The following Appeal Application was filed for Review and Public Hearing before the Board of Adjustment:

- **Appeal Application #V-26-03** The Board moved to limit the use at the property known as Kings Cliffe Manufactured Home Park to 17 legally non-conforming lots and there by permitting on these lots RVs, mobile homes and house trailers regarding the Appeal Application that was filed by the owner's representative regarding the Zoning Violation issued as Code Enforcement Case #25-00004632 (and associated Case #20-00003344) and the allowance of a non-conforming use for recreational vehicle lots and recreational vehicle lot rentals. This Appeal pertains to a determination of the City of Dover Division of Code Enforcement to prohibit the addition of new non-conforming mobile homes, house trailers or recreational vehicles (RVs) on lots in the community. This Appeal is related to the enforcement of *Dover Code of Ordinances*, Appendix B – Zoning (Zoning Ordinance), Article 3 Section 8.4 Uses prohibited with Sections 8.41 and 8.42. The subject area of the property is zoned MH (Manufactured Housing Zone).

Historic District Commission: The Historic District Commission met on June 18, 2026. The next Historic District Commission meeting is scheduled for July 16, 2026. The following Revised Application and New Application was filed for Review and Public Hearing before the Commission:

- **HI-24-07 Legislative Hall Building Addition at 411 Legislative Avenue: Revision for West Entrance ADA Ramp** – The Commission recommended denial of the proposal and requested resubmission of a redesign of the entrance opening to reflect symmetry of the building façade, maintaining the original window frame design and keystone, and the use of glass in the door for the Revised Architectural Review Certificate for the addition of an ADA Ramp located at the West Entrance of Legislative Hall. The proposal includes an approximately 160 feet proposed ramp in length, while also providing access to a new accessible entrance created within the exiting west façade. A temporary ramp may also be proposed for during construction. This is associated with the Site Development Plan for the Legislative Hall Building Addition project. The main property of 2.80 acres+/- is zoned IO (Institutional and Office Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone) and the H (Historic District Zone). The subject property is located on the east side of Legislative Avenue as the block between Martin Luther King Jr. Boulevard North and Martin Luther King Jr. South. *This Application HI-24-07 was considered at the Historic District Commission Meeting of October 17, 2024 and granted conditional approval of the Site Plan and Architectural Review Certification by the Planning Commission with Application S-24-19 Legislative Hall Building Addition on November 18, 2024.*
- **HI-26-02 Referral of Siding Permit #26-848 at 108 S. Governors Avenue** – The Commission moved to deny the Review of Architectural Review Certification as Referred by the City Planner to the Historic District Commission for a Siding Permit #26-848 based on the proposed use of materials and installation. The project proposes the use of a vinyl siding product in a horizontal format to re clad the three-story residential apartment building. Property is zoned C-2 (Central Commercial Zone) and subject to the H (Historic District Zone). *Note: The use of vinyl siding is not permitted and the Applicant was encouraged to discuss other options with Planning Staff.*

COMPREHENSIVE PLAN IMPLEMENTATION

2019 Comprehensive Plan

Implementation of the *2019 Comprehensive Plan* continues as Departments citywide focus on the plan implementation items as found in Implementation Plan (Chapter 15) items such as the projects, studies, code amendments, and other activities. A copy of the Final Plan (as amended) is available on the Comprehensive Plan website: <https://www.cityofdover.gov/2019-comprehensive-plan>.

Visit the **Dover Parcel and Zoning Viewer** on the City's website www.cityofdover.gov to see zoning information for properties located in Dover. Use the Quick Link on the GIS Division page to reach the Viewer: <https://doverde.maps.arcgis.com/home/index.html>

Other Activities

- **Downtown Dover Strategic Master Plan:** The Downtown Dover Partnership's Strategic Master Plan is known as "***Transforming Downtown Dover: Capital City 2030***" (January 2023). Various partners are focusing on aspects of Plan implementation. The Downtown Dover Partnership is moving forward with planning for the development of priority project sites and other developers are working on finalizing plans for The Old Post (mixed use building including apartments). Also, the City is involved in planning for water and sanitary sewer improvement projects for the Loockerman Street corridor. Construction activities are beginning associated with the Dover Mobility Center project.
- **Senate Joint Resolution 8 – Land Use Reform Pilot Program:** The City of Dover is participating in the SJR8 - Land Use Reform Pilot Program to support Affordable Housing. City Staff and our assigned consultant (Rossi Group) continue the data gathering, research, and work tasks related to housing and evaluation of existing code.

Construction Activities

- In June 2026, Residential Building Permits were issued for two (2) single family detached dwellings at Rojan Meadows PND.
- A Temporary Certificate of Occupancy was issued for a Duplex unit in Eden Hill Farm TND (Chatham Bay). Certificates of Occupancy were issued for three (3) Duplex units in Eden Hill Farm TND (Chatham Bay) and ten (10) Duplex units in Eden Hill Farm TND (D.R. Horton), two (2) Townhouse units in the Villages of Maple Dale PND, a single family detached dwelling in Rojan Meadows PND, and a renovation of a unit at Manchester Square, and a single family detached dwelling on College Road.
- Building Permits were issued in June for renovations at 144 S. Governors Avenue, a Building Addition at PAM Rehabilitation Hospital (S-25-08), the Dover Mobility Center Parking Garage (S-25-01), a Building Addition for Church of the Nazarene on McKee Road (C-24-03), office renovation at 500 W. Loockerman Street, a Tenant Fit-out at a space at 131 Rosemary Road, and other renovations.
- A Certificate of Occupancy was issued for a tenant fit-out for a space at 110 Lafferty Lane.

	JUNE 2026 (FY26)	TOTAL FOR FY26
New Home Permits Issued	2	82
Value of Commercial Projects	\$20,839,676.00	\$84,873,661.00
Downtown Incentives (Fees Waived)	\$1,059.00	\$30,452.40

Building Inspections & Licensing Summary

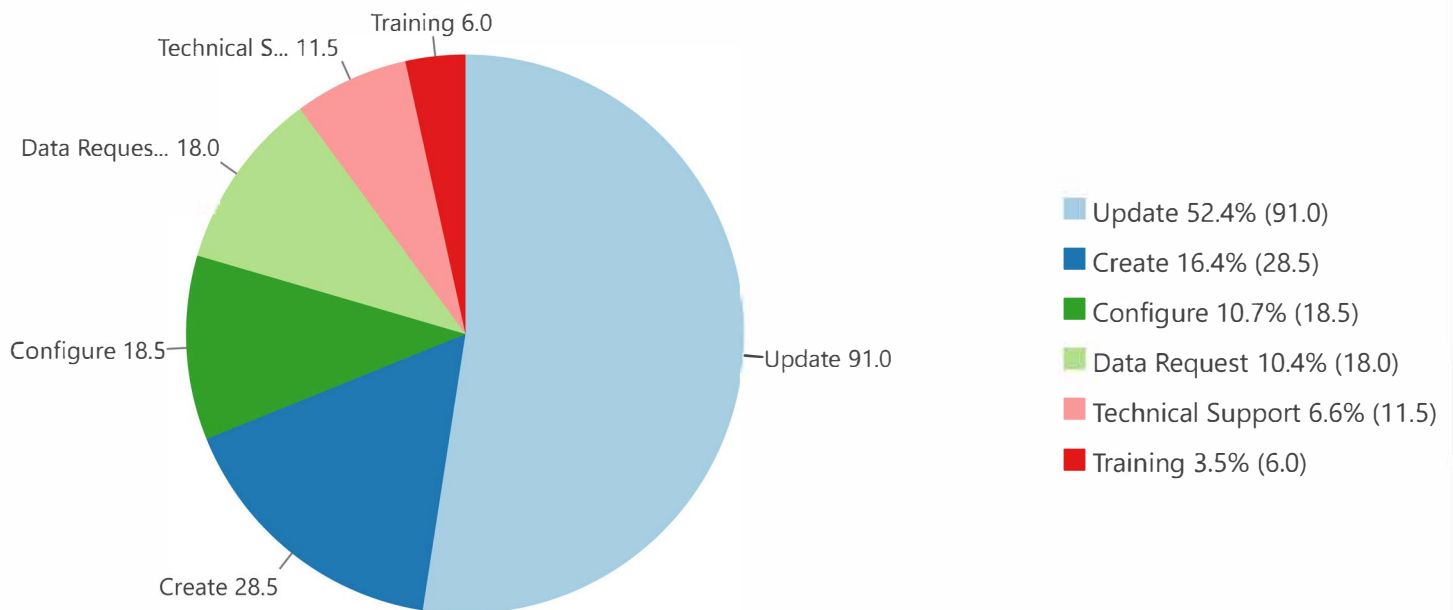
	Current	July 2025– June 2026	JUNE FY'25	July 2024— June 2025
PERMITTING AND LICENSING				
Permits Issued	June (2026) FY 26	FYTD 26	June (2025) FY25	FYTD 25
Administrative Permit	1	34	5	36
Building Addition/Renovation Permits	37	373	31	314
Building Permits	16	204	16	244
Demolition Permits	4	26	0	26
Fence Permits	18	161	20	201
Fire Prevention Permits	12	88	12	99
Mechanical Permits	19	473	26	452
Plumbing Permits	75	538	51	408
Sign Permits	11	85	1	112
Swimming Pool Permits	2	9	1	16
Wireless Communications Facilities	1	13	2	6
Subtotal		2014		1914
Business Licenses	23	1906	19	1863
Merchant Licenses	1	325	2	339
Contractor Licenses	27	1342	25	1331
Subtotal		3573		3533
Lodging House Licenses	0	55	0	30
Public Occupancy	5	551	16	478
Rental Dwelling	0	2976	22	3114
Subtotal		3582		3622
Manufactured Homes	5	370	2	319
BUILDING INSPECTIONS				
Inspections	JUNE (2026) FY 26	FYTD 26	JUNE (2025) FY25	FYTD 25
Building (Inspections/CBI/Site Meetings)	224	2122	142	2488
Plumbing/Mechanical	63	1201	98	2579
Certificate of Occupancy	24	115	13	172



GIS Division

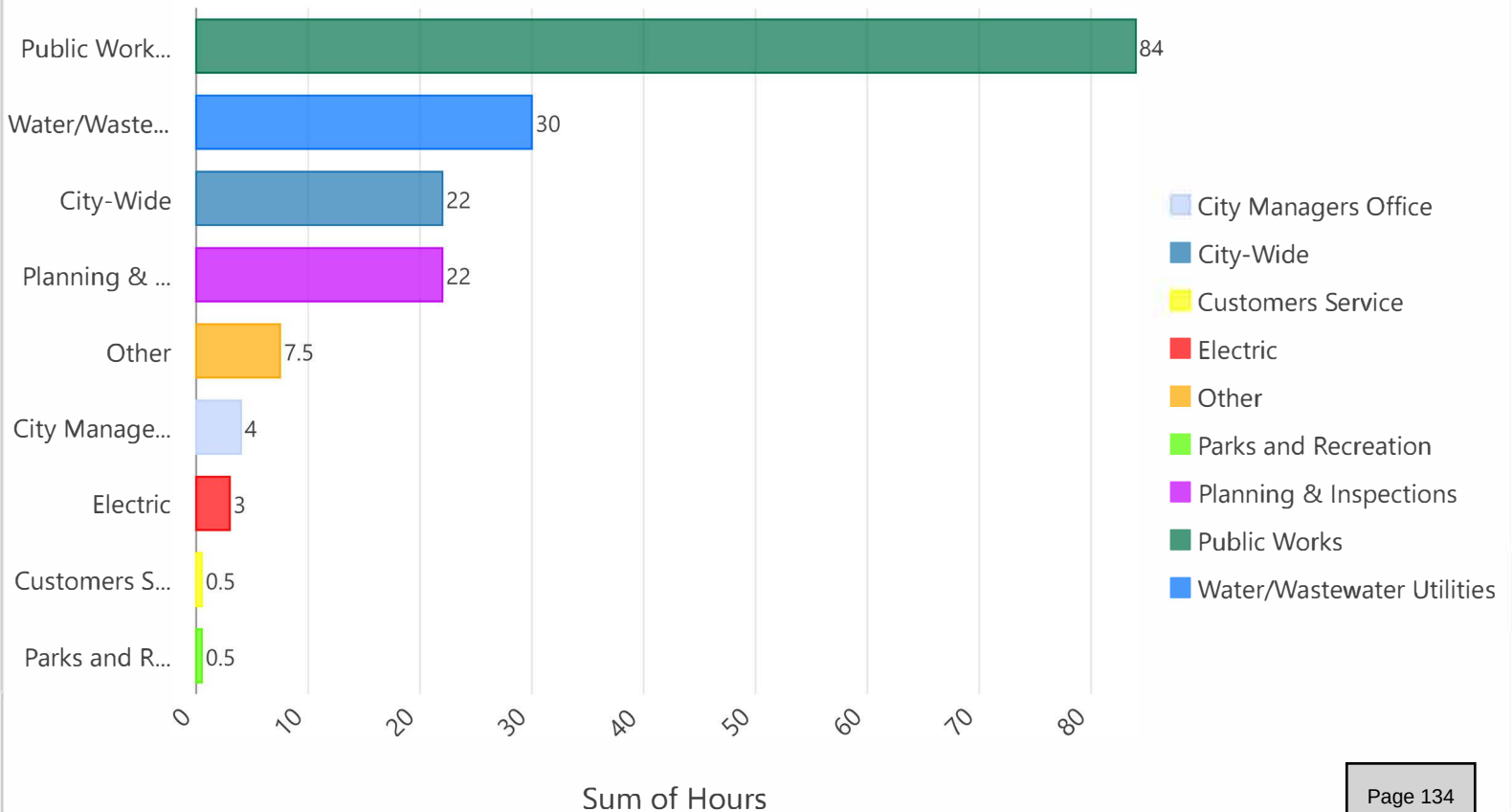


GIS Project Hours by Type



Total Sum of Hours: 173.5

GIS Projects Hours by Department



Sanitation Division

Item #5.

Trips to the Landfill - June

210



DSWA_Billing_Detail, Count

June Tonnage

1,143



DSWA_Billing_Detail, Sum of Tons

Trips to the Landfill - FYTD 26

2,511

DSWA_Billing_Detail, Count

Tonnage - FYTD 26

13,605

DSWA_Billing_Detail, Sum of Tons

Trips to the Landfill - FYTD 25

2,506

DSWA_Billing_Detail, Count

Tonnage - FYTD 25

13,068

DSWA_Billing_Detail, Sum of Tons



Sanitation Hours Breakdown

Refuse Totals & Container Delivery Hours for June

RefuseCollectioHours	RefuseHrs_FYTD	ContainerDeliveryHours	ContainerDelHrs_FYTD
410	5630	12	209

Hours Continued for June: Hand Trash, Bulk, & Yard Waste

BulkHours	BulkHrs_FYTD	HandTrash	HandHrs_FYTD	YardWaste	YardWasteHrs_FYTD
410	4231	347	4400	321	1878

Recycling Customers

10,451



Recycling Customers, Count

Curbside Recycling Numbers for June

Cans_Collected	Weight_Lbs	Ave_Weight_Lbs
23640	318540	13.5



Page 135

Streets Division

Signs Installed/Repaired

10



Asset_Collection_Merge, Count Signs

Signs Workorders FYTD

120

Asset_Collection_Merge, Count Signs

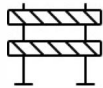
Signs FYTD 2025

249

Asset_Collection_Merge, Count Signs

Hot Mix Repairs June 2026

2



Streets_Hot_Mix_Cold_Patches, Sum of Number

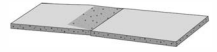
Hot Mix Repairs FYTD

67

Streets_Hot_Mix_Cold_Patches, Sum of Number

Concrete Repairs June 2026

17



Street Concrete Repair, Count

Concrete Repairs FYTD

445

Street Concrete Repair, Count

Concrete Repairs FYTD 2025

227

Street Concrete Repair, Count

Potholes Filled June 2026

65



Streets_Hot_Mix_Cold_Patches, Sum of Number

Potholes Filled FYTD

697

Streets_Hot_Mix_Cold_Patches, Sum of Number

Streets Painting: 206' of Yellow Curb, 1 Handicap Pkg Space



Stormwater Division

Item #5.

Catch Basins Cleaned

32



Stormwater_Workorder_Tracking, Sum of Number

Stormwater Pipes Cleaned

2,419



Stormwater_Workorder_Tracking, Sum of Number

Stormwater Structures Repaired

11



Stormwater_Workorder_Tracking, Count

Remove Debris from Structure

23

Street Concrete Repair, Count

Routine Inspections

1



Stormwater_Workorder_Tracking, Count

Street Sweeping Miles

1,781

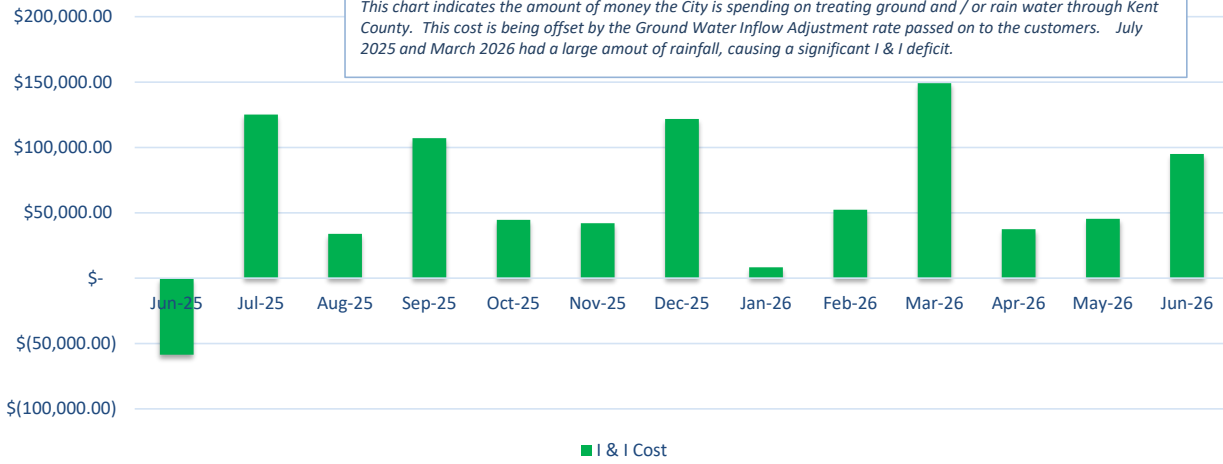


Stormwater_StreetSweeping, Sum Miles

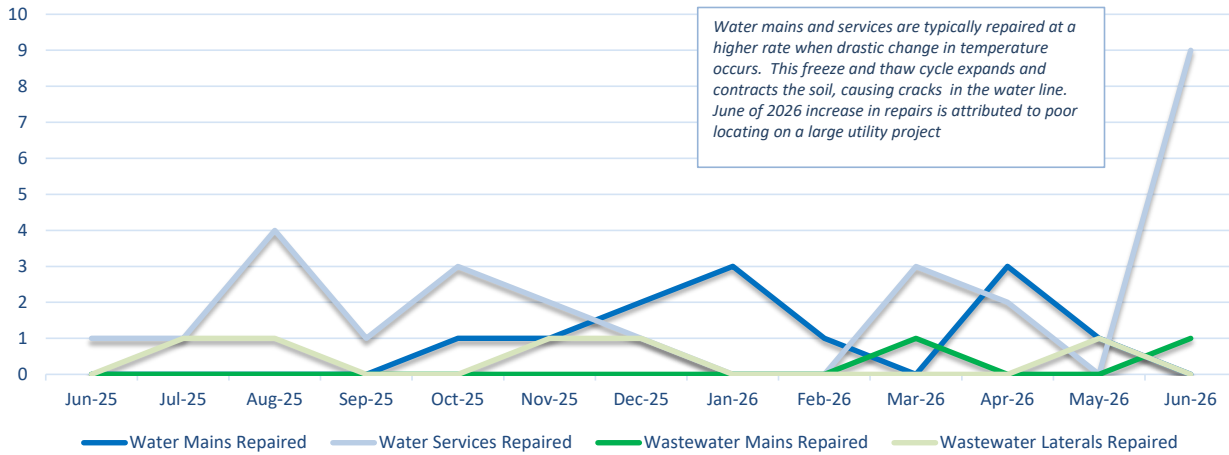


CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Jun-26

Inflow & Infiltration Costs



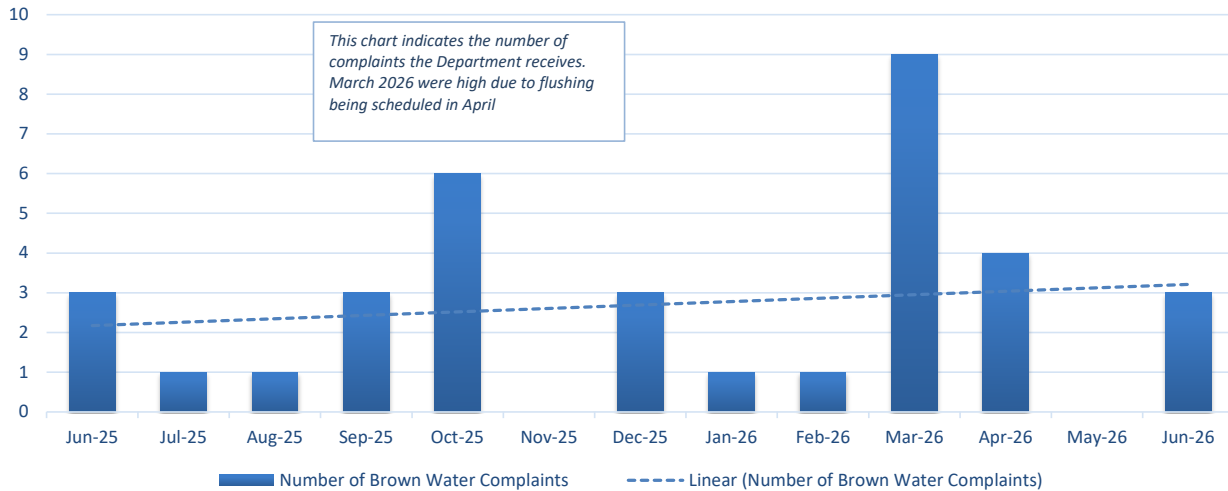
Water & Wastewater Repairs





CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Jun-26

Number of Brown Water Complaints



Department Spotlight - June

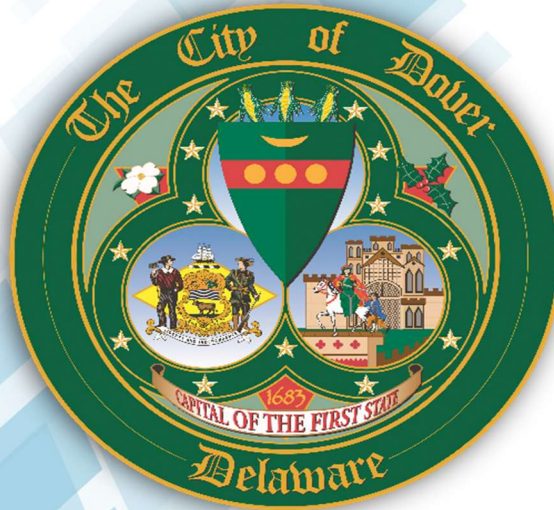
The Department of Water & Wastewater provides outreach on "what not to flush". We have created a video to provide information to the public. You would be surprised to see what our team finds in the sewer system, it is a "hairy situation"



**No wipes
in the
pipes!**



City of Dover



Finance Department

MONTHLY REPORT

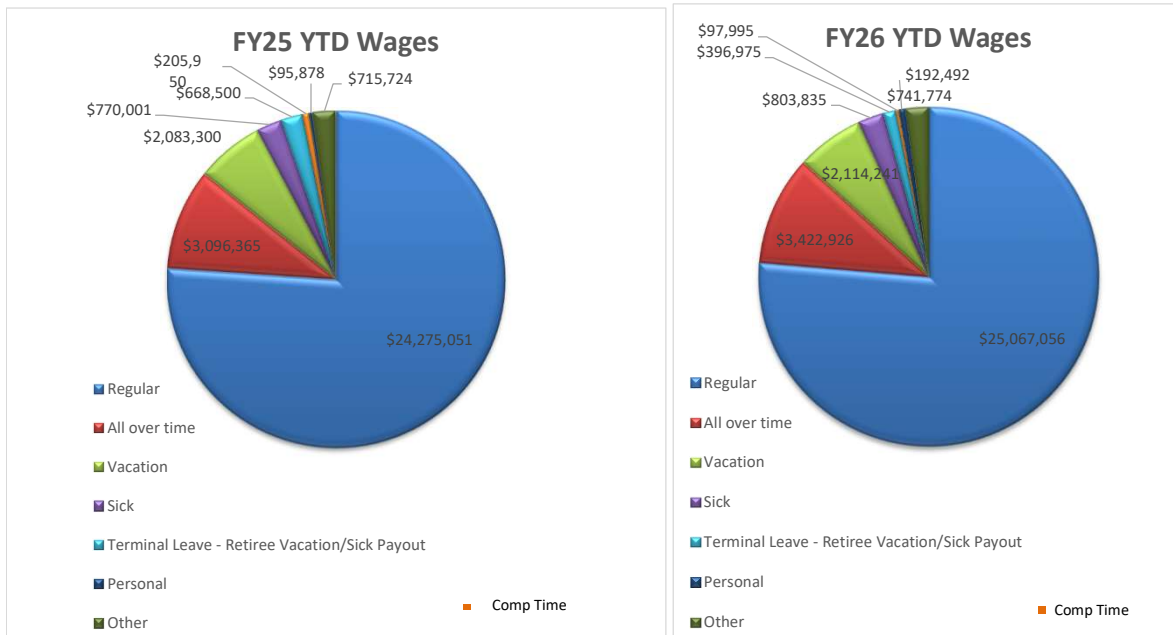
June 2026

PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

**CITY OF DOVER
ACTIVITY REPORTS
June 2026**

			FY25 YTD	FY26 YTD
BANK TRENDS				
Number of Deposits Made (Hand, ACH & Wire, Lockbox)			6,682	6,174
Total Amount of All Deposits			\$ 180,125,338	\$ 193,996,897
Other Activity				
Number of Pay Periods			27	27
Number of Direct Deposits Issued			11,133	10,883
Number of Pension Checks Issued			3,544	3,033
Total Pension Benefits Paid - Defined Benefit Plan			\$ 7,280,862	\$ 6,365,515

ACCOUNTS PAYABLE				
Number of Check Vouchers			6,454	4,916
Number of EFT Vouchers			3,200	3,269
Vouchers Dollar Amount Disbursed			\$ 102,904,641	\$ 112,935,434



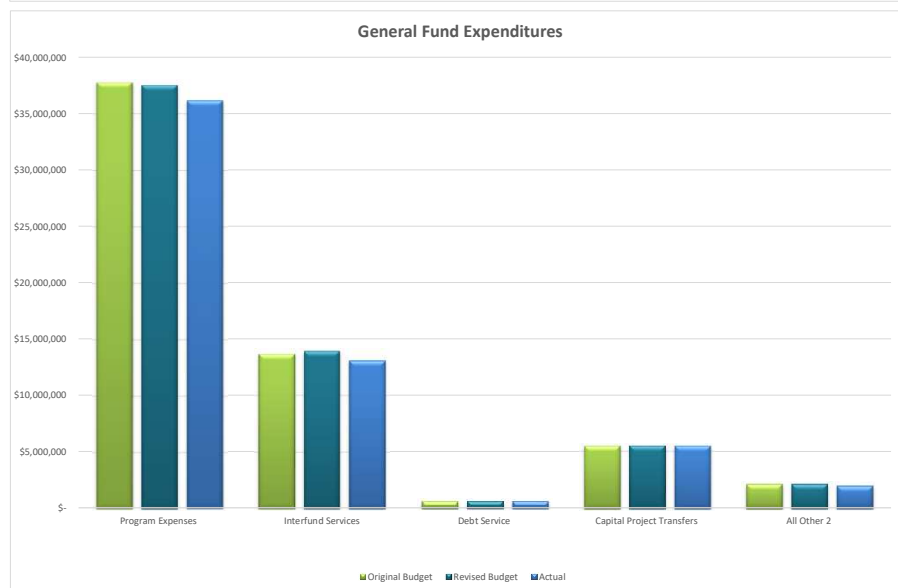
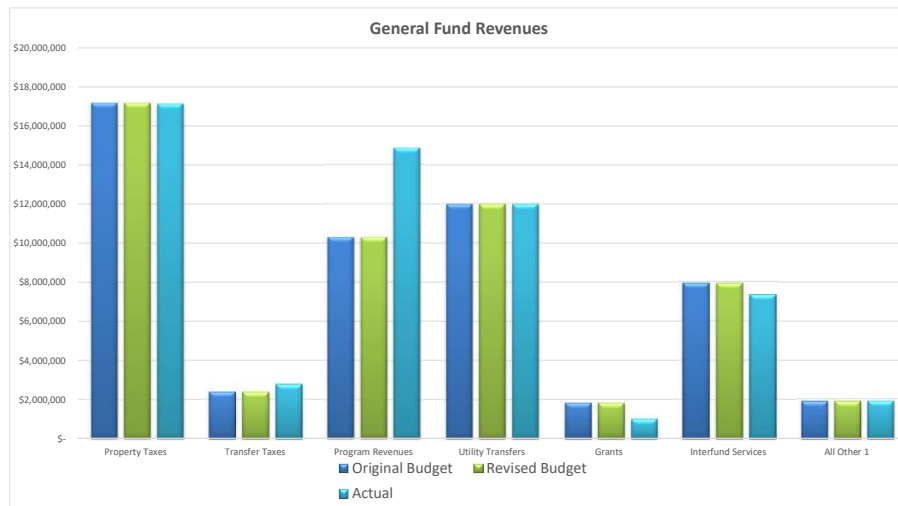
City of Dover
General Fund Summary
Preliminary Fiscal Year to Date June 2026

Revenues				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$ 17,200,000	\$ 17,157,334	100%
Transfer Taxes	2,400,000	2,400,000	2,786,557	116%
Program Revenues	10,320,100	10,320,100	14,874,787	144%
Utility Transfers	12,000,000	12,000,000	12,000,000	100%
Grants	1,821,500	1,821,500	1,014,949	56%
Interfund Services	7,938,700	7,938,700	7,345,178	93%
All Other ¹	1,900,000	1,900,000	1,912,390	101%
	\$ 53,580,300	\$ 53,580,300	\$ 57,091,195	107%

Expenditures				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$ 37,561,600	\$ 36,187,339	96%
Interfund Services	13,654,000	13,896,200	13,070,033	94%
Debt Service	625,200	625,200	625,376	100%
Capital Project Transfers	5,511,200	5,511,200	5,511,200	100%
All Other ²	2,147,800	2,147,800	1,989,391	93%
	\$ 59,742,000	\$ 59,742,000	\$ 57,383,339	96%

¹ Includes Cable Franchise Revenue, Miscellaneous Receipts, Garrison Farm Rent, Sales of Assets, Fund Invest Manager Cost.

² Includes Bank and CC Fees, Street Lights Expense, DDP Contribution, Trf to Cable Franchise Reserve, Trf to Electric I & E, and Trf to Electric Revenue Fund, Trf to Uncollectible Reserve and Misc. Grant Expense and Trf to Economic Development Reserve Fund.



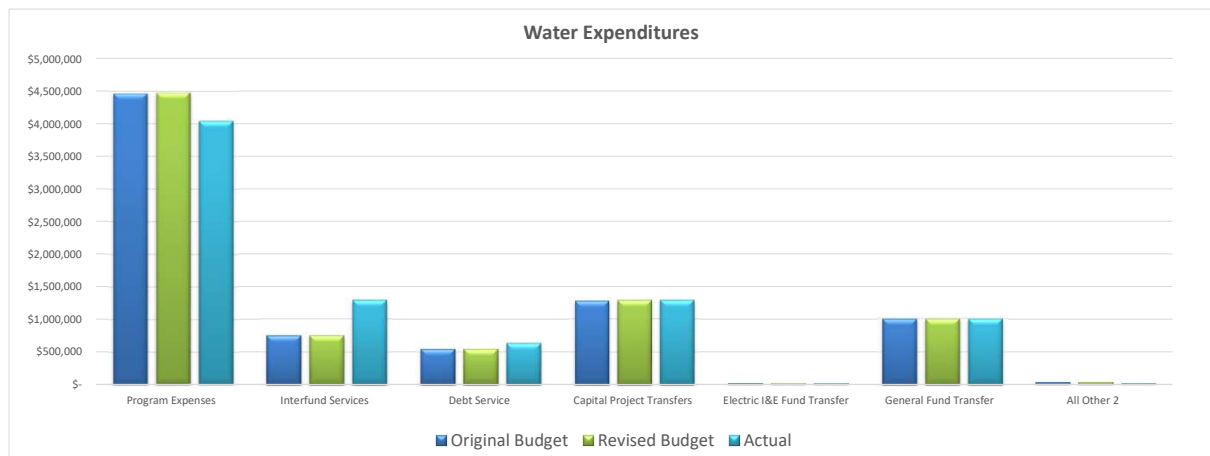
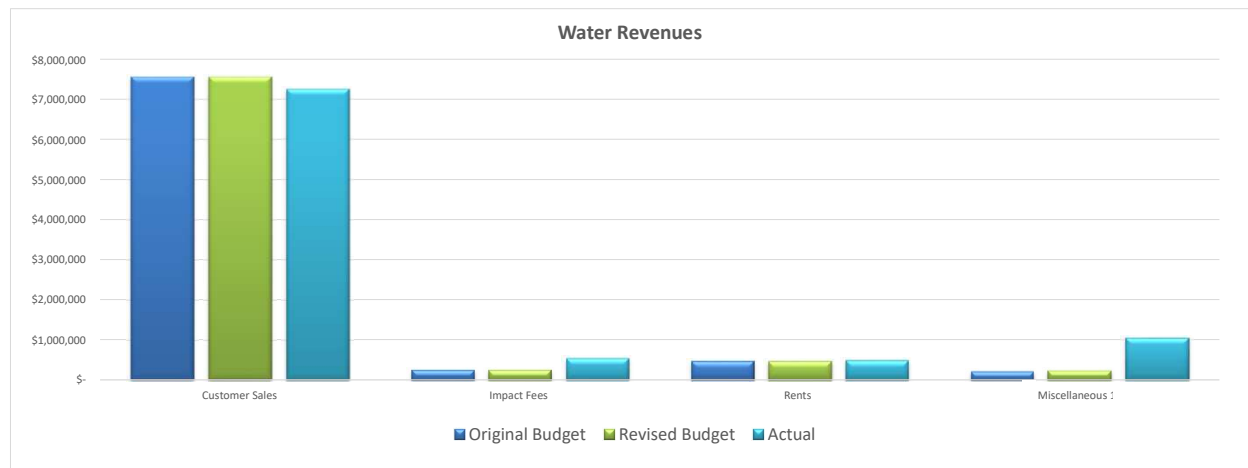
City of Dover
Water Fund Summary
Preliminary Fiscal Year to Date June 2026

Revenues				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$ 7,568,500	\$ 7,257,771	96%
Impact Fees	250,000	250,000	541,980	217%
Rents	464,000	464,000	478,686	103%
Miscellaneous ¹	215,400	235,900	1,051,498	446%
	\$ 8,497,900	\$ 8,518,400	\$ 9,329,935	110%

Expenditures				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$ 4,480,600	\$ 4,042,856	90%
Interfund Services	750,900	750,900	1,292,659	172%
Debt Service	543,000	543,000	630,752	116%
Capital Project Transfers	1,280,600	1,289,600	1,289,600	100%
Electric I&E Fund Transfer	25,000	25,000	25,000	100%
General Fund Transfer	1,000,000	1,000,000	1,000,000	100%
All Other ²	30,000	30,000	21,258	71%
	\$ 8,098,600	\$ 8,119,100	\$ 8,302,125	102%

¹ Includes Penalties, Income from Sale of Assets, Miscellaneous Income, and Reconnect Fees.

² Includes Bank & CC Fees.



City of Dover
Wastewater Fund Summary
Preliminary Fiscal Year to Date June 2026

Revenues

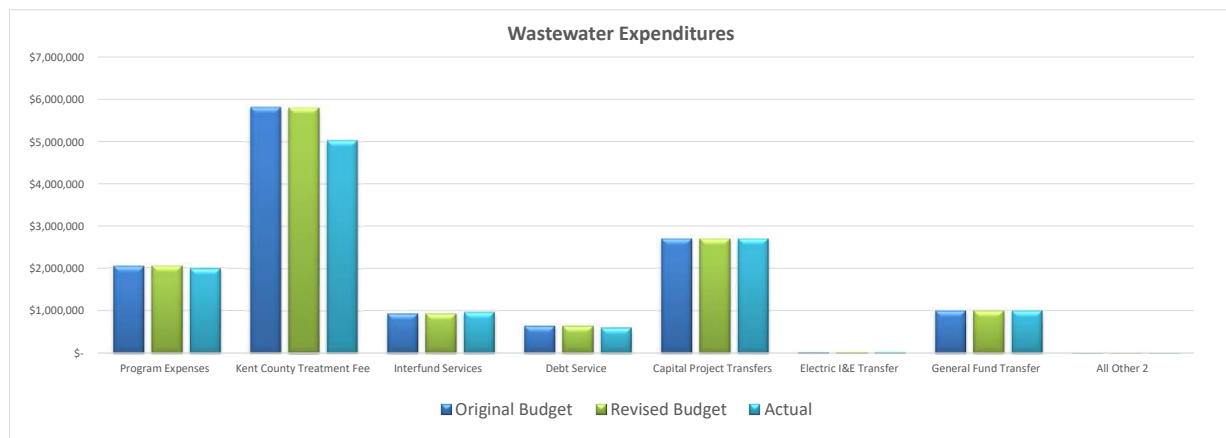
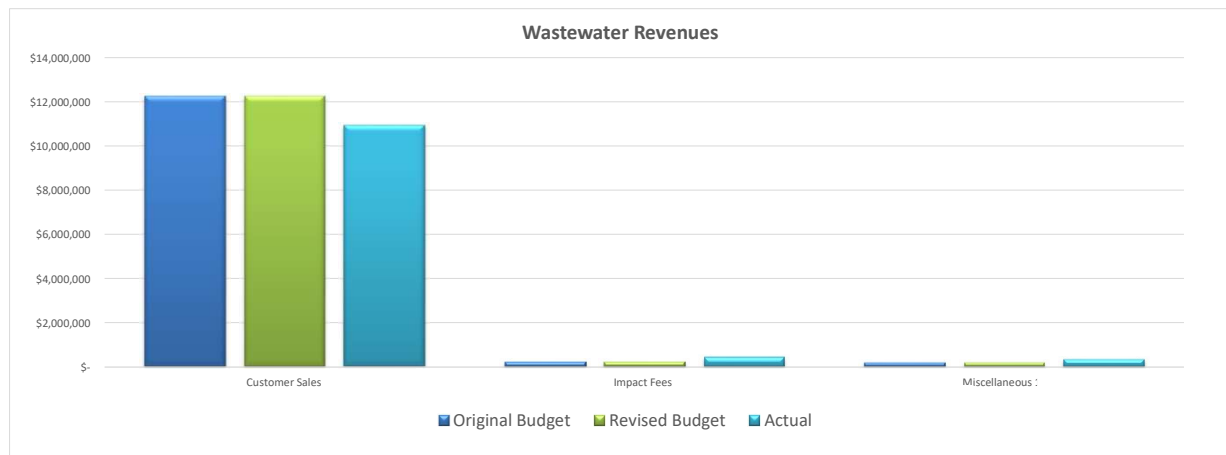
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500	\$ 12,276,500	\$ 10,958,144	89%
Impact Fees	235,000	235,000	454,630	193%
Miscellaneous ¹	200,200	200,200	362,359	181%
	\$ 12,711,700	\$ 12,711,700	\$ 11,775,133	93%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300	\$ 2,055,800	\$ 1,985,802	97%
Kent County Treatment Fee	5,822,500	5,811,000	5,035,802	87%
Interfund Services	935,200	935,200	966,913	103%
Debt Service	644,000	644,000	600,617	93%
Capital Project Transfers	2,694,900	2,694,900	2,694,900	100%
Electric I&E Transfer	25,000	25,000	25,000	100%
General Fund Transfer	1,000,000	1,000,000	1,000,000	100%
All Other ²	11,000	11,000	11,250	102%
	\$ 13,176,900	\$ 13,176,900	\$ 12,320,285	93%

¹ Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.

² Includes Bank & CC Fees.



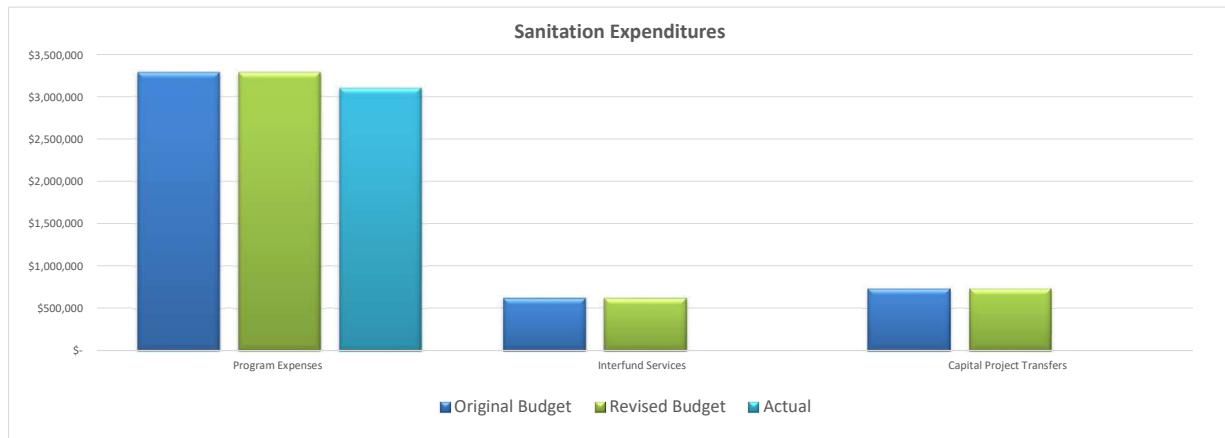
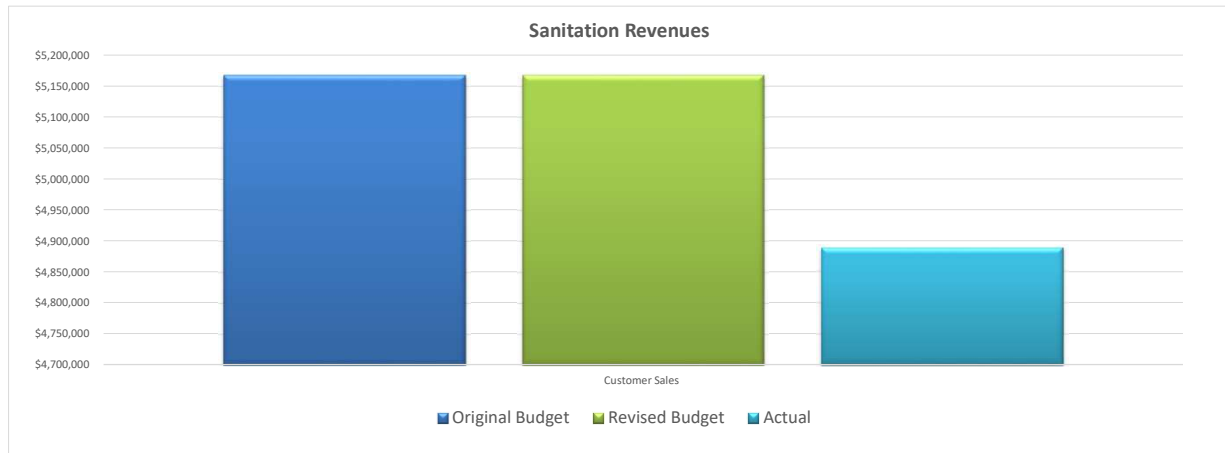
City of Dover
Sanitation Fund Summary
Preliminary Fiscal Year to Date June 2026

Revenues				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 5,168,400	\$ 5,168,400	\$ 4,888,213	95%
	\$ 5,168,400	\$ 5,168,400	\$ 4,888,213	95%

Expenditures				
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,288,500	\$ 3,288,500	\$ 3,105,710	94%
Interfund Services	617,600	617,600	-	0%
Capital Project Transfers	735,000	735,000	-	0%
	\$ 4,641,100	\$ 4,641,100	\$ 3,105,710	67%

¹ Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.

² Includes Bank & CC Fees.



City of Dover
Electric Fund Summary
Preliminary Fiscal Year to Date June 2026

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$ 103,145,400	\$ 97,764,426	95%
All Other ¹	3,045,000	3,045,000	4,474,631	147%
	<u>\$ 106,190,400</u>	<u>\$ 106,190,400</u>	<u>\$ 102,239,057</u>	<u>96%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$ 82,354,500	\$ 57,373,598	70%
Electric Operating Div. Exp.	11,276,300	11,276,300	10,633,065	94%
Interfund Services	5,123,800	5,123,800	5,085,606	99%
Debt Service	1,376,300	1,376,300	1,402,950	102%
Capital Project Transfers	10,538,300	10,538,300	10,538,300	0%
General Fund Transfer	10,000,000	10,000,000	10,000,000	100%
All Other ²	2,503,500	2,503,500	2,477,851	99%
	<u>\$ 123,172,700</u>	<u>\$ 123,172,700</u>	<u>\$ 97,511,369</u>	<u>79%</u>

¹ Includes Rental Revenue, Miscellaneous Service Revenue, Interest Earnings, Investment Management Fees, New Service Fees, Sale of Assets, Trf from Uncollectible Reserves, General Service Billing, Revenue from Rate Stabilization, Penalties, Green Energy Charges, and Delay Damages.

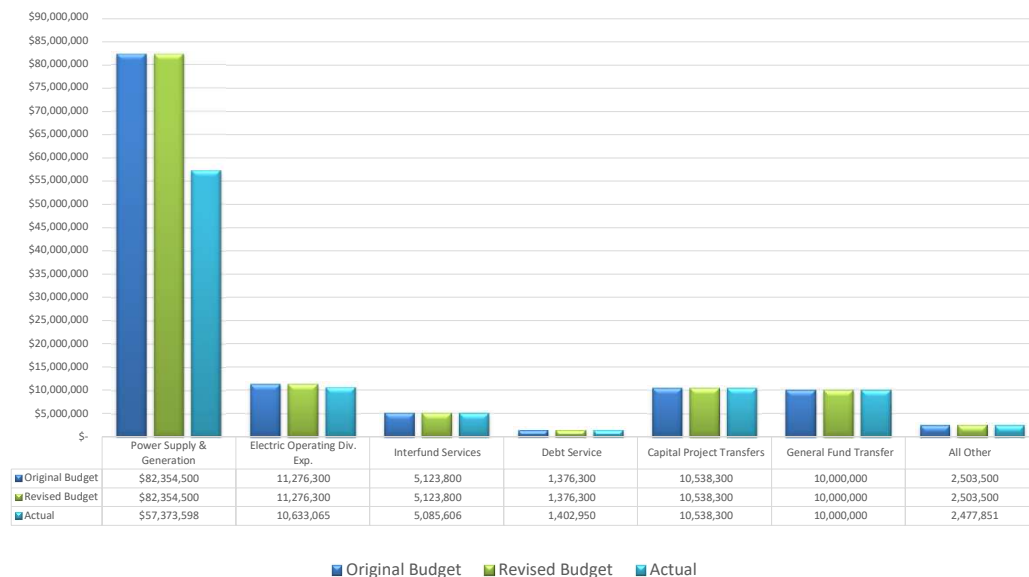
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	707,629
Sales per MWh	\$133.22	\$133.22	\$136.00
Purchased/Generated MWh	770,241	770,241	740,272
All In MWh Supply & Generation	\$106.86	\$106.86	\$77.50

Electric Fund - Revenues

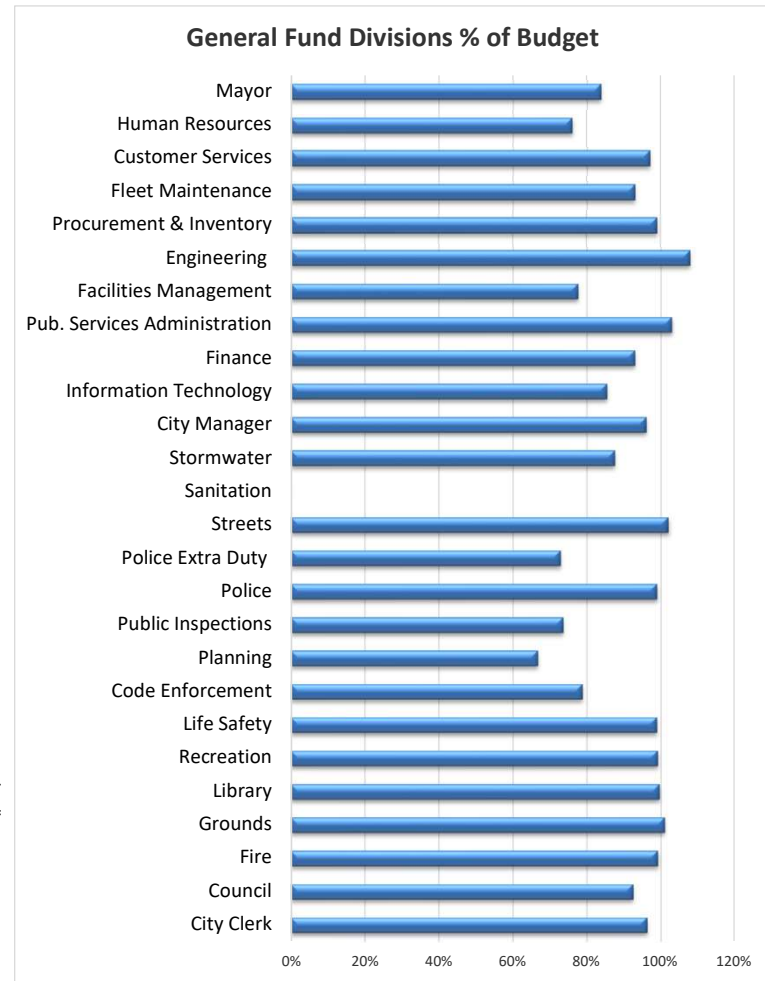


Electric Fund - Expenditures



City of Dover
Division Expense Summary (General Fund)
Preliminary Fiscal Year to Date June 2026

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 492,900	\$ 475,015	96%
Council	276,600	276,600	255,899	93%
Fire	1,133,800	1,133,800	1,125,380	99%
Grounds	2,047,300	2,047,300	2,067,933	101%
Library	2,378,800	2,378,800	2,371,091	100%
Recreation	1,653,300	1,653,300	1,637,933	99%
Life Safety	1,664,100	1,664,100	1,646,981	99%
Code Enforcement	1,143,700	831,000	655,173	79%
Planning	1,079,800	1,088,600	727,275	67%
Public Inspections	769,100	768,800	565,712	74%
Police	24,762,300	24,762,300	24,516,153	99%
Police Extra Duty	910,700	910,700	662,803	73%
Streets	899,800	981,650	1,002,238	102%
Sanitation	-	-	-	0%
Stormwater	1,104,900	1,085,050	949,214	87%
City Manager	1,485,300	1,736,300	1,667,327	96%
Information Technology	1,045,700	1,045,700	892,718	85%
Finance	1,039,800	1,029,800	957,321	93%
Pub. Services Administration	743,500	743,500	765,807	103%
Facilities Management	807,900	807,900	627,666	78%
Engineering	303,500	303,500	327,389	108%
Procurement & Inventory	1,012,700	1,013,900	1,004,407	99%
Fleet Maintenance	1,139,800	1,139,800	1,060,600	93%
Customer Services	1,515,900	1,515,900	1,470,965	97%
Human Resources	529,900	529,900	402,812	76%
Mayor	316,700	316,700	265,257	84%
	<u>\$ 50,257,800</u>	<u>\$ 50,257,800</u>	<u>\$ 48,101,066</u>	<u>96%</u>



City of Dover
Utilities Expenditure Summary
Preliminary Fiscal Year to Date June 2026

Water Divison

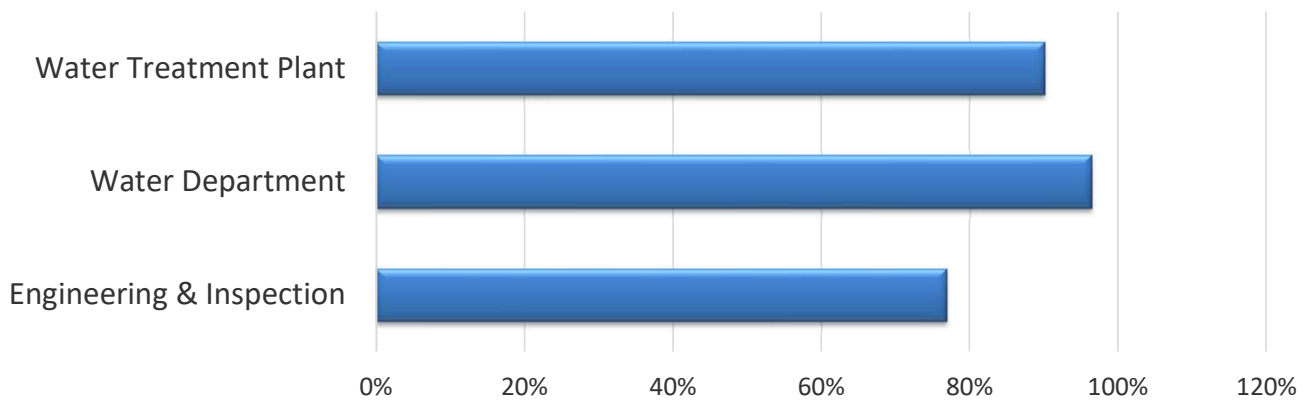
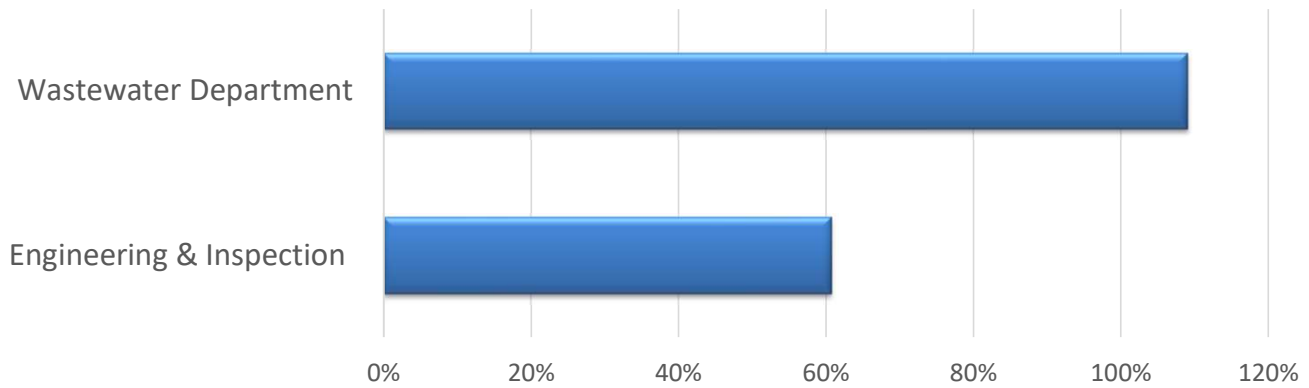
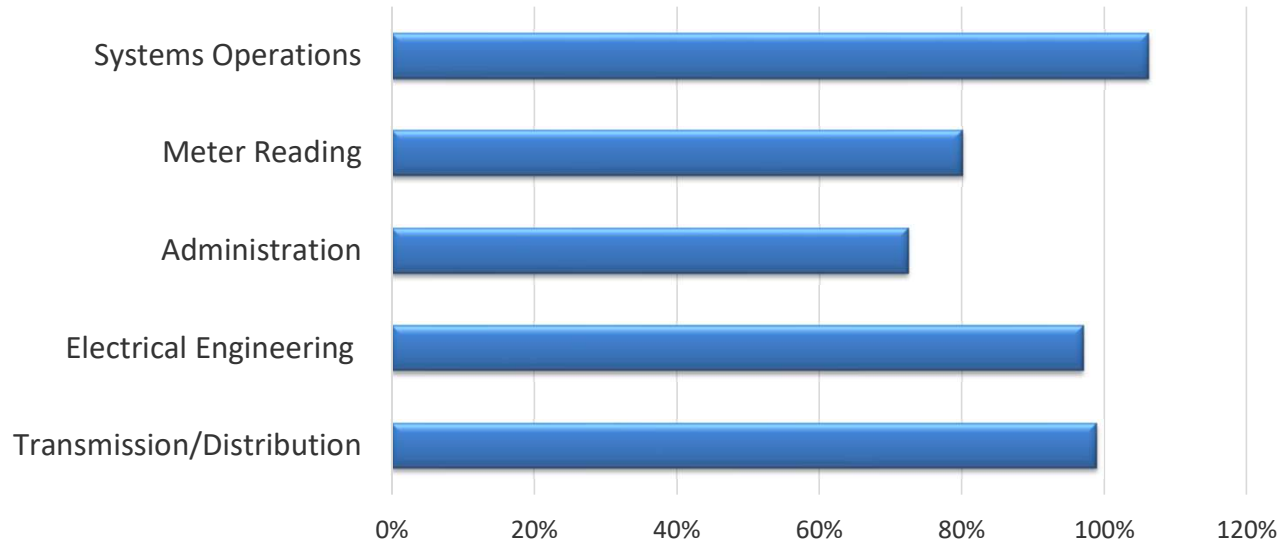
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$ 428,100	\$ 329,082	77%
Water Department	971,000	971,000	935,958	96%
Water Treatment Plant	3,081,500	3,081,500	2,777,815	90%
	<u>\$ 4,469,100</u>	<u>\$ 4,480,600</u>	<u>\$ 4,042,856</u>	<u>90%</u>

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$ 531,400	\$ 322,770	61%
Wastewater Department	1,524,400	1,524,400	1,663,033	109%
	<u>\$ 2,044,300</u>	<u>\$ 2,055,800</u>	<u>\$ 1,985,802</u>	<u>97%</u>

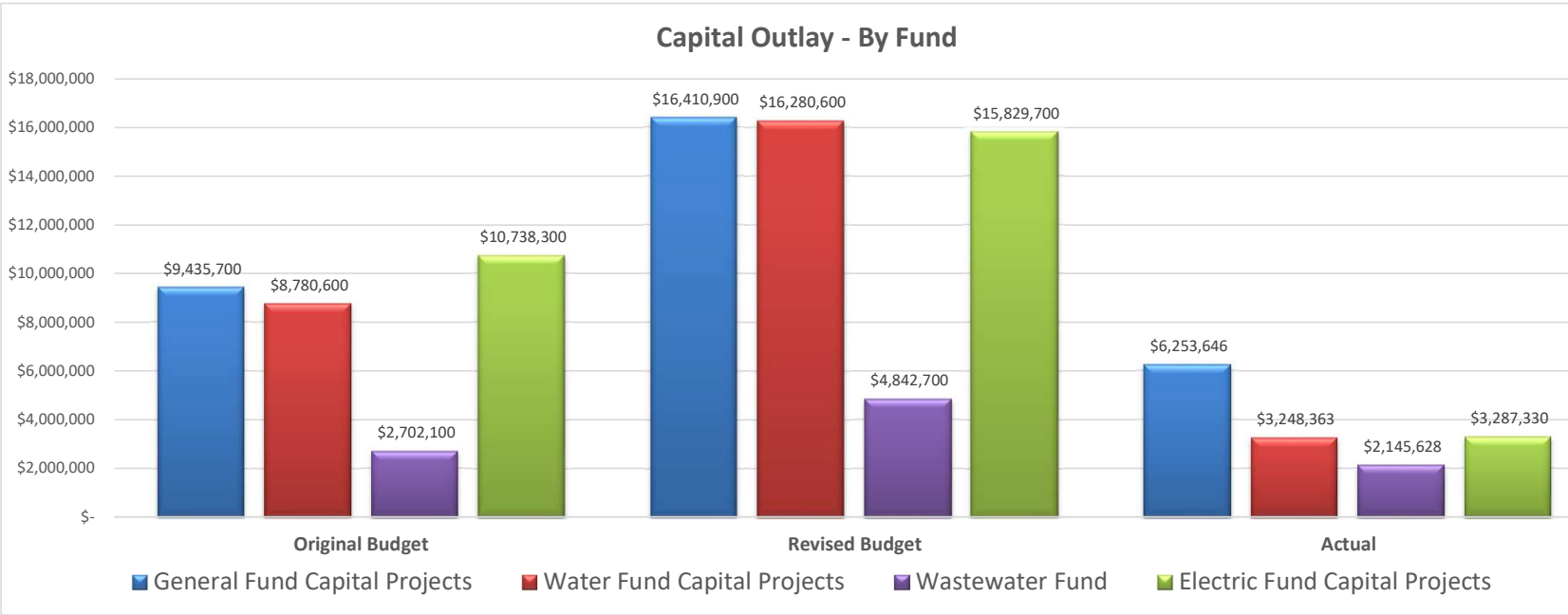
Electric Division

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$ 5,743,600	\$ 5,685,945	99%
Electrical Engineering	2,052,000	2,052,000	1,991,263	97%
Administration	1,751,900	1,751,900	1,268,425	72%
Meter Reading	569,400	569,400	455,997	80%
Systems Operations	1,159,400	1,159,400	1,231,434	106%
	<u>\$ 11,276,300</u>	<u>\$ 11,276,300</u>	<u>\$ 10,633,065</u>	<u>94%</u>

Water Division % of Budget**Wastewater Division % of Budget****Electric Division % of Budget**

City of Dover
Capital Outlay Summary (All Funds)
Preliminary Fiscal Year to Date June 2026

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 569,500	\$ 569,386	100%
Police	1,176,400	1,624,800	1,395,035	86%
Streets	2,870,000	3,597,900	1,815,308	50%
Sanitation	-	-	670,994	0%
Stormwater	3,124,000	6,151,500	634,668	10%
Recreation	330,000	1,723,000	259,487	15%
Purchasing	517,000	1,293,400	249,278	19%
Information Technology	110,700	579,600	254,427	44%
Facilities Management	474,000	480,100	180,367	38%
Fleet Maintenance	44,100	49,100	45,132	0%
General Fund Capital Projects	\$ 9,435,700	\$ 16,410,900	\$ 6,253,646	38%
<u>Water Fund</u>				
Water	\$ 3,098,600	\$ 9,464,900	\$ 2,936,696	31%
Water Treatment Plant	5,682,000	6,815,700	311,667	5%
Water Fund Capital Projects	\$ 8,780,600	\$ 16,280,600	\$ 3,248,363	20%
<u>Wastewater Fund</u>				
Wastewater	\$ 2,702,100	\$ 4,842,700	\$ 2,145,628	44%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 4,842,700	\$ 2,145,628	44%
<u>Sanitation Fund</u>				
Sanitation	\$ 735,000	\$ 1,474,000	\$ 675,904	46%
Sanitation Fund Capital Projects	\$ 735,000	\$ 1,474,000	\$ 675,904	46%
<u>Electric Fund</u>				
Electric Generation	\$ 460,000	\$ 807,800	\$ 289,345	36%
Transmission/Distribution	2,400,000	3,649,000	1,118,558	31%
Electrical Engineering	5,964,000	9,431,600	1,668,400	18%
Metering	50,800	50,800	25,823	51%
ERP System	1,803,500	1,803,500	130,575	7%
Electric Administration	60,000	87,000	54,630	63%
Electric Fund Capital Projects	\$ 10,738,300	\$ 15,829,700	\$ 3,287,330	21%
TOTAL CAPITAL PROJECTS	\$ 32,391,700	\$ 32,391,700	\$ 15,610,871	48%



CITY OF DOVER POLICE DEPARTMENT

Item #7.



MONTHLY REPORT JUNE 2026

Page 152

CITY OF DOVER DEPARTMENT OF POLICE

Item #7.



400 SOUTH QUEEN STREET
DOVER, DELAWARE 19904
302-736-7111



Chief of Police
THOMAS A. JOHNSON, JR.
Deputy Chief of Police
PAUL D. KUNTZI

Police Captains
RANDY R. ROBBINS
ROBERT E. ROSWELL
KEVIN A. STREADWICK

August 10, 2026

Honorable Robin Christiansen, Mayor
Members of Dover City Council
City Hall
Dover, DE 19901

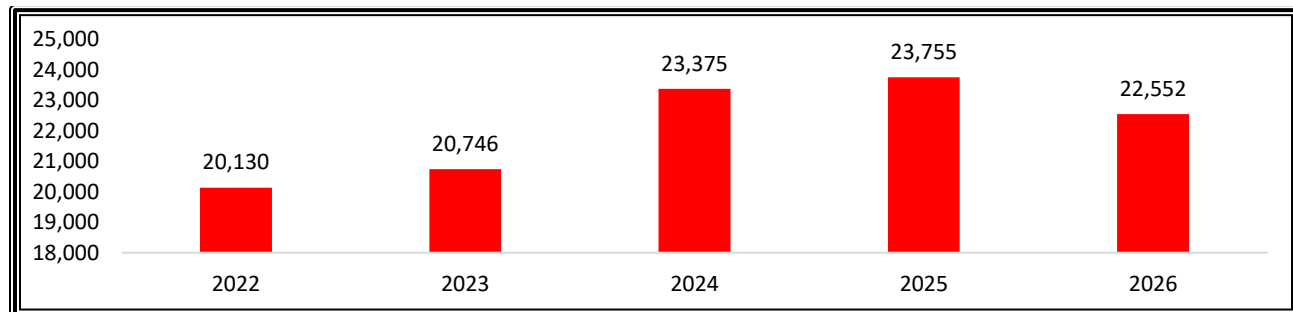
Mayor Christiansen and Council Members:

The following is the monthly report of Dover Police Department activities for June:

COMPLAINTS/EVENTS

YTD Totals compiled through June numbered 22,552.

This represents a decrease of 1,203 from the 23,755 reported over the same period in 2025.



CRIMINAL INVESTIGATIONS

Burglary: 6 cases reported, 6 cases cleared and 0 cases was cleared from previous months.

Robbery: 2 cases reported, 2 cases cleared and 0 cases was cleared from previous months.

Sex Assault: 6 cases reported, 4 cases cleared and 1 case was cleared from previous months.

Homicide: 1 case reported, 0 cases cleared and 0 cases cleared from previous months.

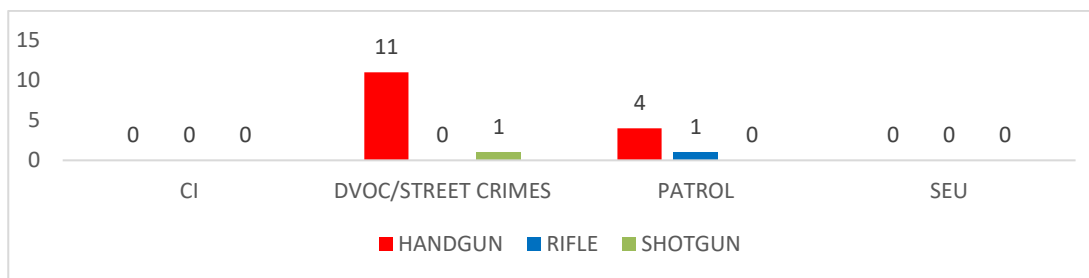
There were 6 Non-Criminal Death Investigations, 6 cases cleared and 0 cases cleared from previous months.

Item #7.

DRUG, VICE, & ORGANIZED CRIME / STREET CRIMES UNIT ENFORCEMENT

Marijuana: 92.71 grams seized
Cocaine: 624.78 grams seized
Ecstasy: 41 doses seized
Prescription Pills: 0 doses seized
Methamphetamine: 0 grams seized
Opiates: 113 grams seized
Other Rx Drugs: 6.31 grams/doses seized
Drug Proceeds: \$1,897 seized

FIREARM SEIZURES/INSIDE CITY LIMITS

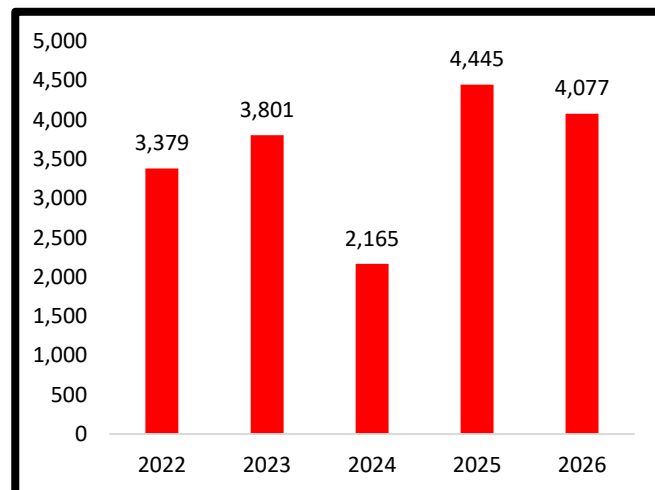


Firearms: 15 Handguns, 1 Rifle & 1 Shotgun

TRAFFIC ENFORCEMENT

YTD Citation Totals compiled through June numbered 4,077.

This represents a decrease of 368 from the 4,445 reported over the same period in 2025.

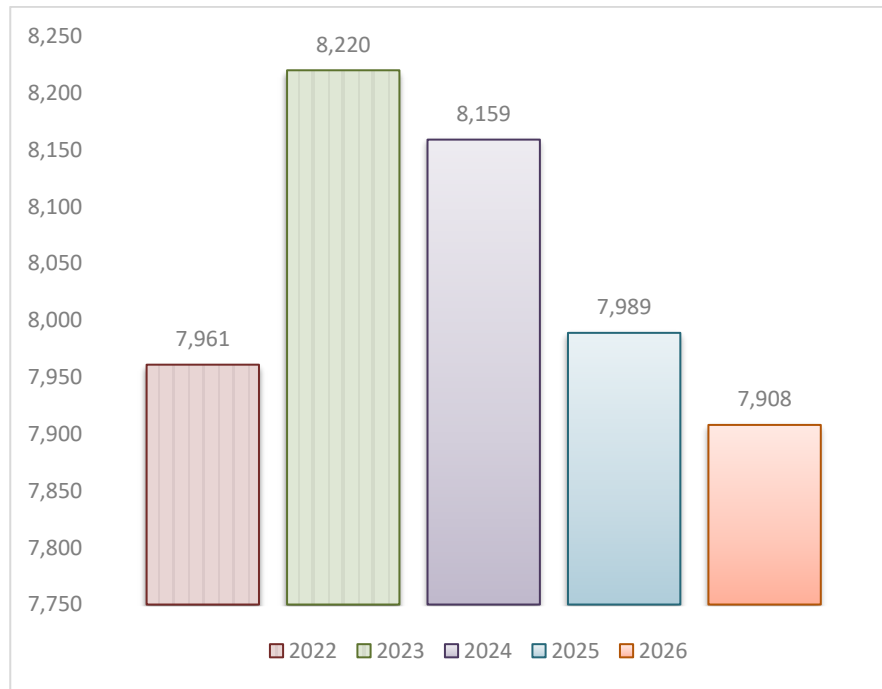


TRAFFIC CRASHES: YTD = 867

911 CENTER ACTIVITY

Total compiled during June numbered 7,908 calls.

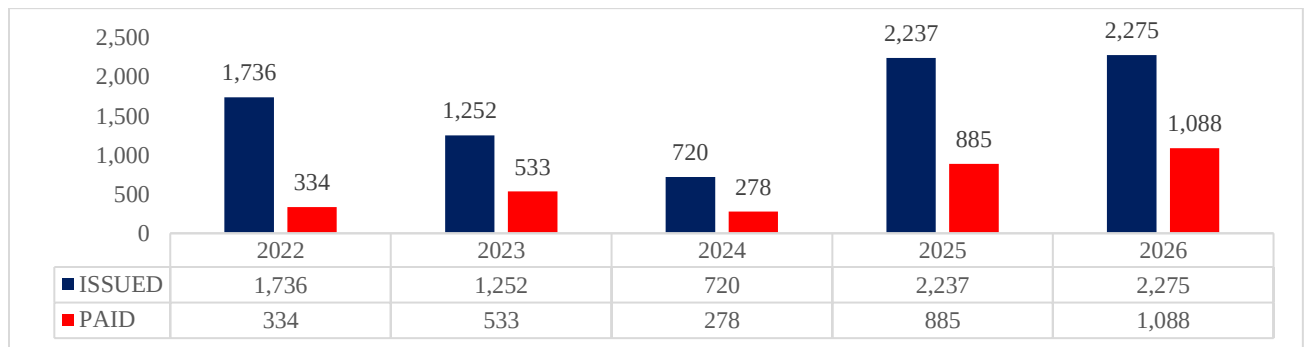
This represents a decrease of 81 from the 7,989 reported during the same period in 2025.



CITY ORDINANCE SUMMONS

YTD Totals compiled through June numbered 2,275.

This represents a decrease of 38 from the 2,237 reported over the same period in 2025.



COMMUNITY POLICING

This proactive unit takes the lead on community engagement and supporting our community organizations. They have administrative responsibilities and also support other departmental units, such as patrol, during times of high work volumes or special operations with enforcement activities. In addition to those duties, the unit accomplished the following in **June**:

- **Assisted Patrol** Units during major incidents, high 911 call volume and/or low staffing
- **Training events:** Firearms Qualifications & SORT members monthly
- Participated in the **Special Olympics Torch Run**
- Handled a **Civil Dispute** at the **CNA School – 32 W. Loockerman Street**
- Handled a **Neighborhood Dispute – Capital Green**
- **Conducted property checks of problem areas from community complaints:**
 - **Unit Block of South Governors Avenue**
 - **Bradford & Reed**
 - **Courtney Square**
 - **Owens/Queens Manor**
 - **Staples Shopping Center**
 - **Route 8 Wawa**
 - **Food Lion**
 - **Royal Farms/Dollar General**
 - **The Hamlet**
 - **Downtown District**
- Planning for **Special Olympics Torch Run**, Summer **Youth Academy [PAL]**, “A Day in their Boots” **[PAL]**, Multiple Fundraising efforts **[PAL]**, Trunk or Treat, Coffee with a Cop
- Participated in the **Juneteenth Parade**
- Emergency Response – CNT/SORT Call-out – **Barricaded subject** – June 5th
- Participated in **Cadet Hiring Process**
- Continued planning - **DelMarVa Shorebirds** – **[PAL]** night / Department night
- **HOT SPOT Patrol**> Route 8/Saulsbury, Gateway West shopping center, Greentree shopping center, Governor’s/Reed, Bradford/Reed, Dover Library, W. Loockerman Street, Courtney Square, DuPont Highway/Division Street businesses, and the Hamlet
- Conducted **Special Traffic Enforcement** – Stoney Drive
- **21st Century Program** activities/meetings at the **Central Middle School [PAL]**
- **Community Response Vehicle** – Frederica Tidal Market **First Responder Day**
- Participated in the **Central Elementary Field Day [PAL]**
- Supported the Millsboro PD **Youth Academy Program**
- Participated in Dover **Galaxy Con**
- Coordination of Facility Dog recertification process **[K9 Roy]**
- Handled an ongoing **Parking Dispute – Old White Oak Road**
- Participated in the **Security Detail** for **Governor Meyer** at **Westside Family Health**
- Preparations for and Delivery of the **PAL bicycle event [6/26]**
- Assisted the **Smyrna PD** with **Smyrna Night Out**
- **Community Event:** Webb’s Lane Apartments
- **Community outreach:** Wesley Pre-School
- Conducted **Pizza with a Cop** at the **Curry Pizza House [6/17]**
- Conducted **Coffee with a Cop** at the **Hollywood Diner [6/23]**
- Liaison with DDP President regarding area safety concerns
- **Community Response Vehicle** repairs – multiple days
- Handled **arrest of a subject sleeping on the sidewalk** - S. State / W. Reed

- Follow-up on a **Trespass/Parking** complaint – **113 Holmes Street**

Item #7.

COMMUNITY POLICING – Behavioral Health

- The **Behavioral Health Unit** (BHU) responded to and/or assisted with **34 notable Calls for Service** (CFS) and **CPL Shepherd** and/or **Clinician Heath** were assigned to **34 CFS** via Computer Aided Dispatch (**CAD**).
- Of those **34 CFS**, the following occurred:
 - **12** involved **transports** to the Dover Police Department, the JP Court, a Hotel or various Medical/Mental Health Facilities.
 - **12** involved **Mental Health** contacts and **6** involved **Substance Abuse** contacts, while **3 CFS** involved a **combination of both**.
 - **28** involved **other circumstances** and/or CFS types.
 - **29** direct field contacts occurred during the **34** complaints involving Mental Health, Substance Abuse, and/or Other Circumstances.
 - BHU saved Patrol and other Units approximately **19 hours** by placing other Officers back in normal service.
- BHU Meetings/Events/Community Engagement/Projects/Training:
 - **Most Notable:** The BHU traveled to Dallas, TX via grant funding to attend and present at the 6th Annual National Co-Responder Conference hosted by the International Co-Responder Alliance. The BHU's presentation topic was "Enhancing Co-Response Effectiveness and Community Behavioral Health through Continuous Improvement". This topic highlighted successes and challenges within Delaware and the City of Dover as it relates to co-response.
 - **Most Notable:** CPL Shepherd responded directly to the scene of a barricaded kidnapping where the suspect was in an altered mental state and assisted with negotiations both with and without the Crisis Negotiation Team on scene.
 - **Most Notable:** The BHU offered testimony at the Delaware House Health and Human Development Committee in professional opposition of SB249 (Harm Reduction Bill).
 - CPL Shepherd contacted an aggressive male panhandler several times at the intersection of E Loockerman St and S State St for traffic violations. Various Officers previously issued warnings, e-tickets, and criminal summons. The criminal behavior continued culminating in CPL Shepherd arresting the individual and a judge issuing a No Contact Order with E Loockerman St and S State St.
 - The BHU continues to work alongside DVOC, Street Crimes, and the FBI in reference to continued prostitution and trafficking within the City of Dover.
 - CPL Shepherd participated in the Special Olympics Torch Run alongside other Delaware Officers.
 - The BHU continued to meet with Dover Behavioral Health, Bayhealth Kent Campus, CIT, CJC, Probation and Parole, the Overdose System of Care Committees, and several other entities to improve Delaware and the City of Dover.
 - The BHU met with Mayor Christiansen in reference to expanding the unit using grant funding.
 - The BHU continued to implement the POSDC Grant Program.

BHU continued to assist all Units within the Department with Behavioral Health related cases or inquires and continues to meet with Public and Private Stakeholders.

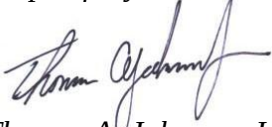
PROGRAMS AND INITIATIVES

Item #7.

- ✚ The Dover Municipal Police Academy graduated Class #10 on evening of Friday, June 5, 2026. Mayor Christiansen swore in all five Dover graduates earlier in the day during a ceremony at Dover Police. We are happy to welcome Dominique Jones, James Mazalewski, Nathaniel Valenti, Sophia Basler, and Collin Chesley as our newest patrol officers. They began their Field Training assignments without delay.
- ✚ The Dover Police Behavioral Health Unit continues to lead the way in the co-responder community. On June 8, 2026 they were invited to teach the Dover, DE program at the national CoRCon training conference in Dallas, TX before an audience of their peers. They represented the agency, the city, and the State of Delaware with distinction.
- ✚ The Department would like to congratulate Corporal Jacob Miller and his new partner “Venom” who both graduated from the Delaware State Police K-9 Handler Academy on June 16, 2026. Pairing a patrol officer with a working dog is a deep commitment for both participants. We look forward to their future success in service to the City.
- ✚ Three recruit officer candidates made it through the first hiring cycle of 2026. Their Chief’s interviews were conducted on June 23, 2026 and all three were ultimately provided preliminary offers of employment and a spot in an upcoming Academy class.
- ✚ More congratulations go out to Master Corporal Robert Cunningham and Corporal Jonathan Haith upon their graduation from the POST Certified Instructor program. State level instructor training is a pre-requisite to teach policing-related concepts to working police officers in Delaware. Rob and Jon can now instruct other Dover Officers within their areas of expertise.

Please visit our website at www.doverpolice.org for up to date information on crimes and activities in the City of Dover.

Respectfully Submitted,



Thomas A. Johnson, Jr.
Chief of Police