CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Monday, November 09, 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/Xg8Pk
Event number: 2531 060 2695
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.gov 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. Louden

PLEDGE OF ALLEGIANCE - Councilwoman Hall

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. **Geographic Information Systems (GIS) Day and Geography Awareness Week**

CONSENT AGENDA

ADOPTION OF MINUTES

2. **Regular City Council Meeting of October 26, 2026**

COMMITTEE REPORTS

3. **Council Committee of the Whole meeting of October 27, 2026**

Safety Advisory and Transportation Committee

4. **Prioritization of City of Dover State Capital Transportation Program (CTP) Projects (Sharon Duca, City Manager)**

   (Committee Recommendation: Approval of the 2027 Transportation Priorities provided by staff for consideration of funding from the Delaware Department of Transportation.)

5. **Emergency Shelter Rules and Regulations (Sharon Duca, City Manager)**

   (Committee Action Not Required)

Legislative, Finance, and Administration Committee

6. **Discussion and Report Update on the Capital Area Municipal Sustainability Act (CAMSA) (Councilman Sudler)**

   (Committee Action Not Required)

MONTHLY REPORTS - September 2026

7. **City Council's Community Enhancement Fund Report**
8. **City Manager's Report**
9. **Controller/Treasurer's Budget Report**
10. **Fire Chief's Report**
11. **Police Chief's Report**

APPOINTMENTS/REAPPOINTMENTS BY CITY COUNCIL

12. **Dover Human Relations Commission - Third District Appointment - Chiara Fox-Molock - Three- Year Term to Expire February 2029**

ITEMS NOT ON THE CONSENT AGENDA

13. Rescind Ordinance No. 2025-19 – Adoption of the 2024 ICC Codes (Jason Lyon, Assistant City Manager)

ORDINANCES

FINAL READING - The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of **October 26, 2026.** The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.gov under "Government."

14. Proposed Ordinance #2026-15 - Amending Chapter 42 - Environment - By Adding Sec. 42-3 - Lighting

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, *geography helps us understand the world around us, including the relationships between people, places, communities, and the natural environment; and*

WHEREAS, *Geography Awareness Week encourages individuals, educators, students, and communities to explore the importance of geographic knowledge and to recognize how geography influences our daily lives, our economy, our environment, and our future which sums up this year's Geography Awareness theme, "Mapping the Future" appropriate; and*

WHEREAS, *Geographic Information Systems (GIS) are innovative technologies that allow users to collect, analyze, interpret, and display geographic data, providing valuable insights that support informed decision-making and effective community planning; and*

WHEREAS, *GIS technology serves an essential role in municipal government by supporting land use planning, zoning, infrastructure management, public safety, emergency preparedness, environmental stewardship, transportation, and the delivery of public services; and*

WHEREAS, *the use of geographic data enables the City of Dover to better understand community needs, manage public resources, improve operational efficiency, and plan for responsible and sustainable growth; and*

WHEREAS, *GIS Day, celebrated on November 18, 2026, recognizes the professionals, educators, students, organizations, and public agencies that use geospatial technology to solve real-world problems and improve the quality of life in communities around the world; and*

WHEREAS, *the combined observance of Geography Awareness Week and GIS Day provides an opportunity to promote geographic literacy, encourage educational exploration, celebrate technological innovation, and highlight the importance of understanding the places where we live, work, and learn thus the 2026 GIS Day theme, "GIS, Powering Purpose and Innovation".*

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, *do hereby proclaim November 15–21, 2026, as*

GEOGRAPHY AWARENESS WEEK

and November 18, 2026, as

GIS DAY

in the City of Dover. I encourage all residents, students, educators, businesses, and public servants to recognize the value of geography and geographic information systems and to celebrate their contributions to informed decision-making, community development, and a better understanding of our world.

ROBIN R. CHRISTIANSEN
MAYOR

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on October 26, 2026, at 7:24 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, and Mr. Lewis.

Staff members present were Police Chief Johnson, Ms. Marney, Ms. Duca, Deputy Fire Chief Iannucci, City Solicitor Griffith, and Ms. Bennett. Mayor Christiansen was also present.

OPEN FORUM

The Open Forum was held at 6:27 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.

Doug Hall, Dover, DE, praised the successful Halloween Village event downtown, encouraged Council participation in community events and preservation of downtown green space, and requested assistance regarding a resident's tree-related code enforcement fine and notification. Council President Neil and Mr. Anderson explained the appeal process.

William G. Faust, Jr., Dover, DE, opposed mandatory residential fire sprinklers due to installation and maintenance costs, questioned the City's handling of FOIA matters and requested release of a report, and raised concerns about municipal revenue and Council responsiveness.

David T. Lewis, 17 Upland Avenue, commended the Police and Fire Departments, requested restoration of Council meeting broadcasts on Comcast Channel 14 for residents, particularly seniors, and encouraged public discussion by Council members.

Stuart Marks, 215 N American Avenue, discussed homelessness and activity near Reed Street, expressed concern about the People's Community Center overnight shelter, and suggested greater downtown police presence and attention to revenue needs.

Bonnie Pennington, Dover, DE, described a traffic stop while attempting to report a pedestrian safety concern and opposed residential sprinkler mandates due to costs for homeowners and seniors.

Tyrone Barlow, 312 Mardella Drive, Camden DE, raised concerns about notice and due process relating to his placement on the Delaware Child Protection Registry and requested assistance identifying appropriate review procedures and state officials.

Larry Arellano, Dover, DE, thanked police and residents for assistance during an October 1 incident and raised concerns regarding suspected drug activity and public safety in his neighborhood.

Katie Gillis, Dover, DE, spoke on behalf of the Homebuilders Association of Delaware regarding the added costs of residential sprinkler requirements and their effects on housing affordability.

Mike Riemann, 309 N. Governor's Avenue, on behalf of Homebuilders Association of Delaware, questioned the cost-effectiveness and safety benefits of mandatory residential sprinklers, citing his interpretation of fire safety data and the importance of smoke detectors.

Richard Murphy, 3909 Leipsic Road, requested reconsideration of residential sprinkler requirements and discussed impacts on construction, renovation and housing costs.

Chrissy Kyriss and Amber represented Habitat for Humanity and discussed home preservation work and expressed concerns about the financial and practical effects of sprinkler requirements on affordable housing and repairs.

Trish Kelleher, 363 Saulsbury Road, representing NeighborGood Partners, questioned the evidence supporting mandatory sprinklers and requested additional discussion with affected stakeholders.

Bobby Slagle, Gordon Drive, opposed the sprinkler requirement, citing construction estimates and concerns about water damage and repair costs.

Shawna Kirlin, Dover, DE, explained she is a realtor and described neighborhood concerns and requested more responsive code enforcement and attention to residents' quality of life.

Frank DaTillo representing NeighborGood Partners and urged Council to reconsider the residential sprinkler requirements at an upcoming meeting.

INVOCATION

The invocation was given by Mayor Christiansen.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council President Neil.

ADOPTION OF AGENDA

Ms. Arndt moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

ADOPTION OF CONSENT AGENDA

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Mr. Anderson made a motion to remove Item #12, Consideration of Withdrawal and Reallocation of CDBG Funds for People's Community Center Renovation Project, from the consent agenda, seconded by Dr. Sudler, and unanimously carried.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF OCTOBER 12, 2026

The Minutes of the Regular Council Meeting of October 12, 2026, were unanimously approved by motion of Mr. Anderson, seconded by Mr. Rocha, and bore the written approval of Mayor Christiansen.

COUNCIL COMMITTEE OF THE WHOLE REPORT - OCTOBER 13, 2026

The Council Committee of the Whole met on October 13, 2026, at 6:00 p.m. with Council President Neil presiding. Council members present were Mr. Anderson, Ms. Arndt, Mr. Boggerty, Ms. Hall (joined at 6:13 p.m.), Mr. Lewis (via WebEx) (out at 8:05 p.m.), Dr. Pillsbury, and Mr. Rocha. Dr. Sudler was absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Garfinkel (via WebEx), Mr. Shevock (via WebEx) *(Legislative, Finance, and Administration)*, and Mr. Lewis *(Parks, Recreation, and Community Enhancement).*

ADOPTION OF AGENDA

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

Council Reports – September 2026

First District

Dr. Pillsbury reported handling several complaints and concerns from constituents during the past month.

Mr. Rocha reported attending the Family Court ribbon-cutting ceremony, two Construction and Property Maintenance Code Board of Appeals meetings, the DEMEC dinner, a meeting with the Downtown Dover Partnership and Jason Lyon, Assistant City Manager, regarding the EPA Riverwalk assessment, and a Village of Westover Town Hall meeting at the library. He also addressed constituent complaints.

Second District

Mr. Lewis reported that he attended Delaware State University's event on Saturday, during which he participated in the parade. He also attended the grand opening of the Delaware State News at its new location in the Duncan Center, as well as various other community events throughout the past month. Additionally, he addressed constituent complaints on Elm Terrace, Orchard Avenue, and in the Stoney Creek development. He stated that he worked with staff to address and resolve those concerns.

Ms. Hall was absent; no report was given.

Third District

Ms. Arndt reported speaking with several constituents with a range of concerns about trash in their neighborhood and along the Route 13 corridor, tree trimming, and how the city maintains trees, especially under power lines. She noted attending meetings for the Silver Lake Commission and providing assistance to the Downtown Dover Partnership. Lastly, she reported speaking to constituents regarding downtown development and concerns about downtown.

Fourth District
Mr. Anderson reported discussing efforts involving downtown properties and ongoing work on issues affecting the downtown area. He thanked staff for addressing so many of the concerns facing the different areas downtown.

Dr. Sudler was absent; no report was given.

At-Large
Mr. Boggerty reported attending the Village of Westover Town Hall meeting and meeting a constituent who is considering opening a business downtown to contribute to continued downtown growth. He noted working with a constituent regarding a property that had been boarded up following the death of a family member, and Code Enforcement assisted. Lastly, he reported attending the Construction and Property Maintenance Code Board of Appeals meetings as the chairman.

Council President Neil
Council President Neil reported attending the October 8, 2026, Code Board of Appeals meeting with Chairman Sudler. He discussed filling a vacant Third District seat on the Dover Human Relations Commission with Ms. Chiara Fox. He reported three East Lake constituent complaints involving a storm drain, a truck and shopping cart, and grass clippings entering drains, which Chief Code Enforcement Officer Eddie Kopp addressed. He also received a request to restrict non-local traffic on Acorn Lane while East Loockerman Street was blocked. Assistant City Manager Jason Lyon advised that Acorn Lane is under DelDOT's jurisdiction. Mr. Neil discussed a complaint about debris at a house under construction at William and Water Streets, on which Mr. Kopp had taken action, and a neighborhood complaint involving White Oake Road and April Drive.

Due to the absence of Chairwoman Hall, the Legislative, Finance, and Administration Committee proceeded before the Parks, Recreation, and Community Enhancement Committee.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda
Mr. Boggerty moved for adoption of the agenda, seconded by Mr. Rocha and unanimously carried.

Proposed Ordinance #2026-15 – Amending Chapter 42 – Environment – By Adding Sec. 42-3 – Lighting (Eddie Kopp, Chief Code Enforcement Officer)
Mr. Eddie Kopp, Chief Code Enforcement Officer, presented Proposed Ordinance #2026-15 concerning lighting in residential zones. He explained that the city had received an increasing number of complaints about light pollution, including

spotlights installed on houses and directed into neighboring windows as a means of harassment. Existing zoning language addressed commercial properties but did not provide enforceable language for the residential complaints. The proposed ordinance would provide that authority, and its fee structure was consistent with the other applicable ordinances.

Staff recommended forwarding Proposed Ordinance #2026-15 to Council for approval.

Mr. Rocha stated that he had received a complaint about a neighbor's light shining onto another property. He acknowledged that residents wanted to illuminate their backyards but stated that lighting should not interfere with another resident's property or shine into a bedroom window.

Mr. Kopp confirmed that such complaints were common and that the existing code lacked enforceable language to address them.

Ms. Arndt questioned how unusually bright lighting would be defined and noted that the proposal did not specify lumens or other measurable criteria.

Responding to Ms. Arndt, Mr. Kopp stated that criteria could be added.

Ms. Arndt requested that staff review residential lighting ordinances adopted by other municipalities and consider including criteria to guide enforcement.

Responding to Mr. Lewis, Mr. Kopp explained that the proposal concerned lights installed on residential property, such as a spotlight mounted on a house and directed toward a neighboring property. Passing vehicle headlights would be incidental and would not fall under the ordinance. He stated that residents could direct security lighting away from neighboring windows while still protecting their properties. The intent was to prevent nuisance lighting, particularly lights deliberately directed into windows, and he was willing to consider revisions to clarify the language. Mr. Kopp further explained that the installation requirement would exclude a handheld flashlight and that the language had been adapted from another jurisdiction's ordinance.

Mr. Rocha agreed that lumen criteria could be considered but questioned how staff would determine lumens without entering the property to inspect the fixture. He suggested that the complaint-based language might allow staff to address the brightness or direction of a light through the complaint process.

Mr. Kopp stated that he also used camera-mounted spotlights. He explained that directing a camera toward another person's window raised a separate police concern and that a camera's light should not be directed into that window. Some reflected light was inevitable, but the concern was light that interfered with the neighbor's use of the property. He stated that cameras themselves should remain outside the scope of the proposed lighting ordinance.

Mayor Christiansen requested a point of personal privilege and stated that changing the advertised order of committee meetings required a Council motion to amend the agenda. He requested that Council formally approve the change or return to the original order.

Chairman Anderson returned the floor to Council President Neil for that purpose.

Mr. Anderson moved to hold the Parks, Recreation, and Community Enhancement meeting after the Legislative, Finance, and Administration meeting. The motion was seconded by Ms. Hall and unanimously carried.

Council President Neil explained that the order had been changed because Chairwoman Hall had not been present to preside.

Mr. Boggerty discussed the reasonable person standard and questioned whether a numerical lumen limit would create a standard that residents and staff could readily measure. He described a light at his own home that he had discovered shone into a neighbor's house through trees. Until he could adjust it, he had limited its use and communicated with the neighbor when he needed to use it. He distinguished ordinary passing headlights and security lighting from lighting that interfered with another residence.

Responding to Mr. Shevock, Mr. Kopp stated that the proposed ordinance would not apply to commercial properties, which were already subject to lighting provisions in the zoning ordinance. He offered to review the existing enforceable language and determine how the concern could be addressed. He reiterated that the proposed ordinance specifically addressed lighting between residential properties.

Mr. Kopp described a prior complaint involving a sports field where fixtures had been converted to LED lighting without being repositioned. After staff explained the effect on neighboring homes, the lights had been redirected within a few days. He stated that staff intended to use conversations, notices, and education to resolve residential lighting complaints in a similar manner.

Ms. Arndt moved to recommend forwarding Proposed Ordinance #2026-15 to Council for approval, as recommended by staff. The motion was seconded by Dr. Pillsbury and unanimously carried.

By consent agenda, Mr. Anderson moved for approval of the Committee's recommendation, seconded by Mr. Rocha and carried by a unanimous roll call vote.

Budget Amendment Discussion (Sharon Duca, City Manager)

Ms. Sharon Duca, City Manager, discussed a potential budget amendment involving the Economic and Community Development Fund and entrance improvements at the Garrison Oak Technical Park. She explained that the Fiscal Year 2027 budget had authorized a $1.426 million transfer to the General Fund for the entrance improvements. The budget had reflected a prior-year fund balance of slightly more than $3 million and a remaining balance of approximately $1.672

million after the transfer. The year-to-date budget confirmed that the transfer had been completed.

Ms. Duca reported that staff had submitted an application for TIF funding in May 2026 using a revised project estimate of more than $2 million based on design changes. Staff received a funding decision on August 26 and an approval letter on September 26. The project remained in the design phase; DelDOT comments had been received, and staff had requested a meeting with DelDOT. Staff did not yet know whether the funding award would cover the final cost of the improvements. Staff hoped to advertise the project for bids within 45 days, depending on the outcome of the DelDOT meeting.

Ms. Duca explained that the funding award had prompted discussion of a budget amendment to return the $1.426 million to the Economic and Community Development Fund. Staff recommended limiting the return of funds until bids were received and final costs were known, with a buffer for potential change orders. She noted that the original $90,000 for design had also come from the fund. An additional engineering change order of approximately $45,000 was anticipated to address DelDOT's concerns and revise the plans. If required, that change order would be submitted to Council because it exceeded her approval authority under city policy.

Chairman Anderson thanked Ms. Duca for the update and stated that further consideration of the transfer would be held pending additional project information. He had been interested in restoring the fund to approximately $2 million to address identified needs and exploring whether some funds could support a rebate or credit to customers following rate increases. He noted that those possibilities would need to be balanced against other priorities.

This item was informational; committee action was not required.

Alderman's Court Ad Hoc Committee Update (Councilman Anderson)

Councilman Anderson provided an update on the Alderman's Court Ad Hoc Committee and referred members to the committee minutes included in the packet. He reported that the committee had received substantial participation from State representatives, community members, and individuals with court and academic experience. The Newark court clerk had provided information about that municipality's operations, and Mr. Garfinkel had contributed his experience as a State magistrate. Judge Witham, a retired Superior Court judge, and Dr. Hoff also provided expertise.

Councilman Anderson stated that an alderman's court was feasible because six Delaware municipalities already operated such courts and Dover had previously operated one, although that had ended approximately 70 years earlier. The committee was examining how a court could operate fairly and sustain itself financially. He emphasized that the purpose was to give Dover greater control over enforcement of lower-level offenses while allowing the Department of Justice to

concentrate on higher-level offenses, rather than to create a revenue-generating mechanism.

Councilman Anderson described ten committee goals: improving quality of life for residents and offenders; distinguishing matters handled by the Alderman's Court from those handled by the State courts; establishing exclusive and joint jurisdiction; developing cost and revenue estimates and evaluating financial sustainability; maintaining a community focus rather than relying solely on fines; permitting referrals to drug, veterans, and other specialty courts; retaining a criminal focus without affecting property through the court's jurisdiction; developing sentencing guidelines with constructive community service; exploring an entry point for mental health assistance; and considering probation before judgment to support workforce skills and assessment of individual needs.

William G. Faust, Jr., Dover, questioned the accessibility of afternoon committee meetings for working residents. He referred to a reported startup estimate of approximately $500,000 and asked where funding would come from for a judge, personnel, facilities, security, and holding cells. He expressed concern that fines would place additional burdens on residents and stated that existing courts should address the offenses. He urged Council to focus on the budget, revenue, and serious public safety concerns, including gun violence, prostitution, and drugs.
Chairman Anderson responded that, in his view, the current Department of Justice policies and existing court process had not adequately addressed prostitution and drug-related concerns. He stated that an Alderman's Court could provide the referrals needed to address those issues.

Belinda Main, Dover, opposed creating a new court before addressing access to assistance for homelessness and addiction. She questioned whether another court or committee would resolve the problems and urged Council to act on constituent concerns.

Council President Neil responded that Council had been asked by residents and business owners to help individuals whose addiction or mental illness contributed to homelessness and disrupted businesses and neighborhoods. He stated that Council members lacked authority to require treatment and that a legal process was needed to require individuals to obtain help and remain in treatment long enough to address addiction or mental illness and enter training programs. He emphasized that the goal was assistance rather than collecting money from those individuals.

Bonnie Pennington, Dover, urged participants to work together and consider existing vacant buildings, including the former Family Court, before spending money on new facilities. She also stated that she could not attend a 3:00 p.m. meeting because of work and expressed concern about the City's financial condition. She supported efforts to address homelessness, addiction, and pedestrian safety and encouraged cooperation rather than conflict.

Responding to Ms. Arndt, Mr. Anderson stated that the timing depended on establishing that the court could sustain itself and obtain jurisdiction sufficient to

meet the committee's goals. He stated that facility arrangements and other implementation choices could take additional time, and that the court might begin in an existing location and move later. Mr. Anderson clarified that it would likely take three months or longer for a recommendation and at least two years to implement the recommended changes, especially to the Charter.

Reginald Daniel, Townsend, emphasized gaps in substance use and mental health services. He described a homeless resident who was deaf and had difficulty accessing assistance, as well as literacy barriers and the difficulty of finding treatment for individuals who needed wound care. He urged the City to focus on filling gaps in existing services and addressing the underlying conditions contributing to homelessness and addiction. He questioned whether fines or a court with limited capacity would resolve those problems and favored strengthening coordinated resources for long-term improvement.

This item was informational; committee action was not required.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 7:21 p.m.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

The Parks, Recreation, and Community Enhancement Committee met with Chairwoman Hall presiding.

Adoption of Agenda

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

Mr. Rocha recused himself from the meeting at 7:23 p.m.

Council President Neil stated that he had reviewed the packet and prior meeting minutes and intended to support staff's recommendation based on the documented federal requirements, City ordinances, and timelines. He emphasized the need to replace lost shelter spaces and supported exploring the former Morris correctional facility. He also noted that the former Family Court was State property and that the subject would be discussed further on October 27.

Mayor Christiansen reported that he and two State legislators had been working with the State on options to address the loss of winter housing and expected to have information to present.

Mr. Boggerty moved to accept staff's recommendation to withdraw the previously approved $40,000 CDBG allocation for the People's Community Center

Renovation Project and direct staff to make the funds available through the 2027 Annual Action Plan process. The motion was seconded by Dr. Pillsbury.

Mr. Anderson urged members to hear the additional information from the People's Community Center before acting.

Ms. Arndt requested an opportunity for additional comments.

Mr. Boggerty withdrew his motion, and Dr. Pillsbury withdrew her second.

Consideration of Withdrawal and Reallocation of CDBG Funds for People's Community Center Renovation Project (Debbie O'Brien, Community Development Manager)

Ms. Debbie O'Brien, Community Development Manager, presented a recommendation concerning the previously approved $40,000 CDBG allocation for the People's Community Center Renovation Project.

Staff recommended approval of the withdrawal of the previously approved $40,000 CDBG allocation for the People's Community Center Renovation Project and to direct staff to make the funds available through the 2027 Annual Action Plan Process.

Ms. O'Brien, Community Development Manager, corrected her response to a question Dr. Sudler raised at the previous meeting, clarifying that the People's Community Center had complied with the requirement to obtain a Phase I Environmental Site Assessment.

Ms. O'Brien explained that her recommendation was strictly limited to whether the city should continue the environmental review process and proceed with releasing the $40,000 allocation for the workforce development renovations project.

Ms. O'Brien stated that, since her presentation on September 29, 2026, she had identified two additional concerns. The first involved MFI Construction Services, the contractor identified in the reimbursement request. She explained that an internet search indicated the business was not licensed with the State or the City, was not registered as a contractor, and had a disconnected telephone number.

The second concern involved the People's Community Center's public statement that it did not intend to pursue the conditional use approval necessary to continue operating the overnight shelter. As a result, the shelter was not expected to operate during the upcoming winter. Ms. O'Brien noted that the city had already made a substantial federal investment in renovations and shelter-related improvements at the church through American Rescue Plan Act (ARPA) funding. Those improvements were associated with the intended use of the facility to provide shelter and services to individuals experiencing homelessness. Given the organization's decision not to pursue the required approval, she questioned whether a similar situation could occur with the proposed $40,000 allocation.

Ms. O'Brien emphasized that her concerns extended beyond a single missing document, procurement mistake, or administrative error. She stated that the city had made repeated efforts to identify a path forward through communications regarding spending requirements, requests for additional documentation, opportunities to submit corrected information, and efforts to identify eligible expenses and ways to continue supporting the proposed activities.

Ms. O'Brien acknowledged that previous discrepancies and deficiencies could not be undone; however, the outstanding concerns warranted pausing the process and considering all available information before proceeding. She reaffirmed her recommendation regarding the funding.

Ms. Sue Harris, Coordinator of the People's Community Center, expressed her support for the proposed use of the Morris Correctional facility as an overnight shelter and commended Senator Buckson's efforts. She explained that operating the overnight shelter was only one component of the services provided by the People's Community Center and placed considerable demands on the organization during its four months of operation. She stated that the Center served up to 100 individuals daily through meals, a free store, counseling, assistance with detoxification services, showers, clothing, toiletries, and other resources. Ms. Harris emphasized that the organization would welcome an alternative location for the overnight shelter and was willing to assist in establishing the new facility.

Ms. Harris stated that, although the organization hoped to recover its expenditures, her primary concern was addressing questions regarding the Center's financial responsibility and reputation. She expressed appreciation for the city's collaboration with the organization and other churches over the past decade, particularly through federal American Rescue Plan Act (ARPA) and Community Development Block Grant (CDBG) funding. She clarified that these funds were federal pass-through funds rather than funds from the city's general budget.
Ms. Harris acknowledged Ms. O'Brien's efforts in reviewing the organization's agreements and expenditures but expressed concern regarding political pressure and what she believed were factual inaccuracies in the previous presentation. She maintained that the organization had generally complied with applicable requirements, with two exceptions. The first involved the failure to submit a required final report within the established timeframe. She stated that the completed report had been provided to Ms. O'Brien that evening and attributed the delay, in part, to the organization not receiving the necessary reporting forms until approximately two weeks earlier. The second involved following federal procurement requirements rather than the city's procurement requirements. She explained that, in the absence of clear instructions, the organization had relied on federal guidelines and did not become aware of the discrepancy until after the procurement process had been completed.

Ms. Harris noted that the city's reimbursement procedures required expenditures and supporting documentation to be reviewed for compliance before payments were issued. She maintained that this process ensured that previously reimbursed expenses had been reviewed and approved by city staff.

Ms. Harris outlined renovations and improvements completed or underway at the facility, including architectural and engineering plans for the four-story building, installation of approximately 6,000 square feet of flooring, painting of basement walls, renovation of a permitted commercial kitchen with commercial-grade equipment, construction of three additional bathrooms and three shower rooms, installation of laundry facilities, renovation of storage and work areas, installation of a fire suppression and sprinkler system, exterior lighting, security cameras, and electronic security improvements. She also reported that demolition of a 125-year-old bowling alley had been completed to accommodate future workforce development and readiness offices, although construction of that space remained unfinished.

Ms. Harris provided the following project expenditures and funding information:

- Architectural and engineering plans totaling approximately $150,000.

- Commercial kitchen renovations totaling $94,232, funded through the initial ARPA allocation.

- Fire suppression and sprinkler improvements totaling approximately $125,000, of which $59,714 was funded through ARPA.

- Workforce development renovations estimated at $200,000, with the $40,000 CDBG allocation currently on hold.

- Building-wide HVAC replacement covering all four floors, totaling approximately $1.1 million, with completion anticipated by December 2026.

Ms. Harris stated that the initial ARPA-funded projects, including the commercial kitchen and sprinkler system, had been completed. She further reported that a second ARPA allocation of $63,288 for salaries, maintenance, and utilities had been fully reimbursed and that an August 7 monitoring review found the expenditures to be in compliance. She stated that the city subsequently approached the organization in 2025 regarding approximately $63,000 in previously allocated ARPA funding that another organization had been unable to expend. The Center accepted the funds for eligible expenses, including salaries, operating costs, and bunk beds, and approximately $17,000 remained available for reimbursement before the deadline of December 31, 2026.

Ms. Harris reported that the organization had received approximately $277,941 in ARPA funding and $62,700 in CDBG funding, including the disputed $40,000 renovation allocation and a pending $22,000 operations allocation. She estimated that the overall improvement projects totaled approximately $1.5 million, with approximately $340,000 provided through federal funding and the remaining expenses primarily covered by the church congregation. She disputed suggestions that the organization had failed to provide its required financial contribution.

Regarding the FY2025 CDBG renovation award, Ms. Harris explained that former Community Development Manager Tracey Harvey had advised the organization to follow federal procurement requirements, which Ms. Harris understood to require three bids for projects exceeding $50,000. Because the award was $40,000, the organization believed three bids were not required. Nevertheless, she stated that three contractors had been consulted, with two declining to submit bids after reviewing the architectural plans prepared by Becker Morgan. Following a recommendation from the Downtown Dover Partnership's development director, the organization selected MFI Construction Services and entered into a contract, making two initial payments totaling approximately $53,000.

Ms. Harris stated that the contract and proof of payment were submitted to Ms. O'Brien in spring 2026 with a reimbursement request. When asked to explain the absence of three bids and the selection of MFI Construction Services, the organization provided a written explanation, which Ms. O'Brien acknowledged receiving.

Ms. Harris further explained that, during a fall 2025 site visit, Ms. Harvey advised the organization of federal environmental compliance requirements, including lead-based paint testing, potential abatement, and a Phase I Environmental Site Assessment. She stated that the organization understood these expenses would be eligible under the $40,000 CDBG allocation. The environmental work was completed in November and December 2025, and supporting documentation and reimbursement requests were submitted to the city.

Ms. Harris maintained that the city was obligated to reimburse approximately $17,100 for environmental-related expenditures and $22,900 toward the demolition expenses, totaling the $40,000 award.

Ms. Harris also addressed the matching-fund requirement, stating that the church congregation had financed substantial improvements, including the $1.1 million HVAC project, exceeding the required $153,978 contribution. She referenced the 2022 subrecipient agreement between the City of Dover and People's Church of Dover, which established a performance period from April 27, 2022, through December 31, 2026. She emphasized that the agreement was with the church rather than the People's Community Center.

Drawing on her professional experience managing federal, state, and local grants, Ms. Harris stated that grant applications typically include detailed procurement, reporting, and record-retention requirements. She expressed concern that the city's grant application materials did not clearly identify the city's $10,000 procurement threshold. She reiterated that the organization had relied on federal guidelines in the absence of written instructions and noted that it had previously obtained three bids for a project in 2022.

Ms. Harris explained that project timelines and budgets frequently required adjustments due to funding availability, contractor shortages, rising construction costs, environmental requirements, and other unforeseen circumstances. She stated

that these challenges had been particularly significant following the COVID-19 pandemic. Although funding sources and project schedules had changed, she maintained that the organization's overall objectives of providing services to individuals experiencing homelessness had remained consistent.

Ms. Harris expressed concern that complaints and allegations regarding the organization had negatively affected its ability to secure additional funding. She stated that some funding sources had become hesitant to support the Center because of uncertainty surrounding its continued operations. She specifically referenced the loss of anticipated homeless services funding, while noting that funding for the organization's children's programs had continued. She explained that the organization had anticipated receiving the homeless services funding until approximately mid-June and had identified it as a pending funding source in other grant applications.

Ms. Harris disputed concerns regarding compliance with CDBG national objectives and maintained that both the operations and renovation projects satisfied the applicable federal requirements, referencing 24 CFR §§ 570.201 and 570.208.

In closing, Ms. Harris reiterated that the 2022 agreement was entered into with People's Church of Dover, a separate entity from the People's Community Center. She stated that the city had previously issued correspondence confirming fulfillment of the church's contractual obligations and that the church had invested substantially more in renovations than required under its agreement. She maintained that concerns regarding the earlier agreement should not be used as justification for withholding funding under the People's Community Center's 2025 agreement.

Ms. Arndt stated that there appeared to be misunderstandings on both sides and emphasized the importance of learning from past mistakes and maintaining open lines of communication. She clarified that her decision in March to vote against the $36,000 workforce development program grant application was based solely on the merits of the application and not on the performance or concerns associated with the overnight shelter. She explained that the application had not adequately demonstrated the program's long-term sustainability or identified sufficient funding sources beyond the city. She expressed reservations about providing initial funding for a program without a clear plan for continued financial support, noting that she was generally more comfortable supporting capital improvements where expenditures and completed work could be documented.

Ms. Arndt emphasized that she had never advocated for the closure of the overnight shelter and recognized the importance of the services it provided. However, she believed the shelter should operate in a manner that was compatible with the surrounding neighborhood and addressed residents' concerns. She expressed surprise at Ms. Harris's statement that the organization did not wish to continue operating the overnight shelter and would not pursue the conditional use approval necessary to continue those operations. She noted that the city had received significant public criticism the previous evening regarding the potential closure of

the shelter. She questioned that criticism in light of the organization's apparent decision not to pursue the available conditional use approval process, which could have allowed the shelter to continue operating.

Responding to Ms. Arndt, Ms. Harris explained that the People's Community Center had gradually assumed responsibility for operating the emergency overnight shelter during the COVID-19 pandemic after other participating churches discontinued their involvement. She stated that the organization had continued providing shelter services for several years, often without dedicated funding, despite overnight shelter operations being the most demanding aspect of its services. She emphasized that the Center preferred to focus on programs that helped individuals experiencing homelessness achieve stability and independence rather than continuing to provide emergency shelter indefinitely.

Ms. Harris expressed her belief that the community needed transitional and affordable housing rather than additional emergency shelters. However, she acknowledged that emergency shelter capacity in Dover remained inadequate. She explained that the organization had actively sought alternative shelter locations and partners, including discussions with the Salvation Army and representatives associated with the proposed correctional facility. She expressed strong support for using the correctional facility, noting that its existing rooms, kitchens, and showers could accommodate shelter operations.

Regarding the conditional use approval, Ms. Harris explained that the organization did not wish to pursue the process because it had historically operated as an emergency shelter under Code Purple provisions and believed the additional approval would require considerable city staff time, expense, and public hearings without guaranteeing approval. She further expressed concern that obtaining permanent approval could create expectations that the organization operates a year-round shelter, which was not its intention.

Ms. Harris stated that the facility was equipped to accommodate approximately 30 individuals but frequently served between 50 and 60, with attendance occasionally reaching 80. She emphasized that the organization would prefer another provider assume responsibility for overnight shelter operations but would continue providing emergency shelter if no alternative became available, as it did not want individuals left outside in freezing conditions.

Ms. Harris also addressed concerns regarding neighborhood impacts, stating that the organization had made efforts to address complaints and encourage appropriate behavior among those receiving services. These efforts included identifying individuals responsible for discarded food containers and prohibiting individuals observed engaging in drug-related activities from returning. She acknowledged the difficulties associated with managing individuals experiencing homelessness, substance abuse, and other challenges but emphasized the importance of continuing to provide assistance.

In response to Ms. Arndt's concerns regarding the sustainability of the workforce development program, Ms. Harris stated that the organization had secured or anticipated several additional funding sources, including approximately $350,000 in opioid-related funding, which remained pending, and approximately $100,000 in other funding awarded earlier in the year. She also referenced contributions from additional organizations and expressed confidence in the program's financial sustainability.

Ms. Harris explained that Harold Stafford, former Delaware Secretary of Labor and former Polytech School Board member, would oversee the workforce development program. She stated that the program would initially focus on workforce readiness, including assisting participants with obtaining identification and necessary documentation, addressing substance abuse and mental health needs, and establishing the stability required before beginning employment training and development. She emphasized that these supportive and navigation services were essential components of the proposed program.

Ms. Harris concluded by reiterating her confidence in the organization's financial management and expressing hope that additional funding opportunities would become available once concerns surrounding the organization were resolved. She acknowledged that her extensive professional experience in grant administration and financial management could be better utilized by the organization and stated that she intended to assume greater responsibility for overseeing and managing its grants moving forward.

Ms. Arndt reiterated that there had been misunderstandings and misinformation on both sides and emphasized the importance of correcting those misconceptions and working collaboratively moving forward. She expressed her inclination to allow the funding to proceed, acknowledging that some constituents might disagree with her position. However, she noted that the work had already been completed and believed consideration should be given to allowing the reimbursement. Ms. Arndt further emphasized that, should the organization apply for and receive city funding in the future, it would be expected to fully understand and comply with all applicable grant requirements, ensuring that all documentation and procedures were properly completed.

Mayor Christiansen asked Ms. O'Brien whether she had followed the procedures and instructions provided during her training regarding the reimbursement of grant funds.

Responding to Mayor Christiansen, Ms. O'Brien confirmed that she had.

Mayor Christiansen further asked whether he or any member of Council had influenced her presentation or decision to bring the matter before Council.

Responding to Mayor Christiansen, Ms. O'Brien stated that neither the Mayor nor any member of Council had influenced her decision.

Mr. Anderson stated that he supported Ms. O'Brien's decision to withhold the funds until she received the necessary information. He explained that the matter had since progressed to the decision of whether to reprogram the funding, which he did not support. Mr. Anderson described the People's Community Center as an organization that had made significant contributions to the city.

Mr. Anderson asked Ms. Harris whether, to the best of her knowledge, the People's Community Center was currently in compliance with city regulations.

Ms. Harris responded affirmatively.

Mr. Anderson further asked whether the expenditures and requirements that had been satisfied were compliant with federal regulations and eligible for reimbursement under federal guidelines, despite the organization's inadvertent failure to comply with the City's purchasing requirements.

Responding to Mr. Anderson, Ms. Harris responded affirmatively, confirming that, to the best of her knowledge, the expenditures complied with federal requirements and were eligible for reimbursement under federal guidelines.

Responding to Ms. Hall, Ms. Harris stated that she believed MFI was a credible company because the company had been recommended by the Downtown Dover Partnership. She explained that she made a note to follow up.

Ms. Hall requested that Ms. Harris report her findings back to Council.

William G. Faust, Jr. stated that the Morris Correctional Center had been closed by the Department of Correction due to funding constraints and expressed concern regarding the building's maintenance and condition, which he believed could affect its suitability for use as a homeless shelter. He expressed support for the People's Church and its efforts to assist vulnerable individuals. However, he cautioned Council against making exceptions to established funding requirements, noting that doing so could create a precedent for other organizations seeking similar consideration in the future. He emphasized that the funding involved public money and that appropriate oversight, accountability, and checks and balances were necessary to ensure its proper use.

LaChelle Paul, Dover, questioned how much funding the city had invested in the People's Church for its emergency shelter operations. She expressed concern that previously invested funds could be wasted if the shelter was unable to continue operating, particularly given the ongoing need for emergency shelter services and the approaching winter months. She acknowledged the importance of accountability and proper oversight of public funds but emphasized the need to be responsible stewards of money already invested, whether through City, State, or federal funding. She questioned whether it would be reasonable to jeopardize those investments over administrative or procedural issues that could potentially be corrected. She suggested that some of the issues may have resulted from miscommunication or uncertainty regarding responsibilities among those involved

in administering the grants. She encouraged the city to consider resolving those concerns rather than allowing previous investments and the services provided to the unhoused population to be negatively affected.

Responding to Ms. Paul, Ms. O'Brien stated that the city had invested $283,338 in overnight shelter operations. She clarified that the funding currently under consideration was for renovations associated with the workforce development program, not the overnight homeless shelter.

Ms. Paul asked whether the funding previously invested in the People's Church was necessary for the facility to comply with applicable requirements for operating the emergency shelter.

Ms. O'Brien explained that she could only address the funding agreement between the city and the People's Community Center and could not speak to the facility's zoning or operational requirements.

Ms. Harris clarified that the $40,000 allocation under consideration was specifically designated for renovations to convert the former bowling alley into a workforce development and readiness center and was unrelated to the overnight shelter. She explained that previous ARPA and CDBG funding had supported both capital improvements and operational expenses, including supplies and services already provided. She noted that an additional $22,700 in FY2025 CDBG operational funding remained pending.

Ms. Paul asked whether the workforce development program and other services were intended to support the same population, including individuals experiencing homelessness and substance abuse challenges.

Ms. Harris confirmed that the organization's programs served low-income, extremely low-income, and homeless individuals. She explained that the overnight emergency shelter was only one component of the organization's broader services, which continued throughout the year. She further clarified that funding for emergency shelter operations, year-round services, and capital improvements was generally obtained through separate grant applications.

Ms. Paul questioned whether the overnight emergency shelter would reopen during the upcoming winter.

Ms. Harris explained that the organization would consider continuing shelter operations if no alternative location became available and the city agreed to allow the organization to operate under the arrangement that had been in place for approximately ten years.

Ms. Paul expressed concern regarding the approaching winter and asked whether the city had a concrete plan to ensure emergency shelter would be available for individuals experiencing homelessness. She specifically questioned whether the

city would permit the People's Community Center to resume emergency shelter operations if no other facility became available.

Ms. Harris stated that the organization was prepared to assist but emphasized that it would not jeopardize its business license, certificate of occupancy, or other year-round programs by operating without the necessary agreement or authorization. She reiterated the organization's willingness to assist in establishing an alternative shelter location and expressed hope that the City would continue pursuing those options. However, if no alternative became available, she hoped the city would consider an agreement allowing the organization to continue providing emergency shelter services as it had in previous years.

Bonnie Pennington, Dover, expressed concern regarding the potential closure of the People's Church emergency overnight shelter and the lack of alternative accommodations during the winter months. She shared her personal experience with her son, who had previously experienced homelessness, and emphasized the importance of providing safe shelter during freezing temperatures. She urged Council to explore available funding within the city's budget to allow the church to continue providing emergency shelter services.

Mr. Neil moved to recommend acceptance of the staff recommendation to withdraw the previously approved $40,000 CDBG allocation. The motion was seconded by Mr. Boggerty and failed by a roll call vote of three (3) yes (Boggerty, Neil, Mike Lewis), three (3) no (Hall, Anderson, Arndt), one (1) abstention (Pillsbury) (Sudler, Lewis absent).

Mr. Anderson voted no for the reasons he had previously stated.

Dr. Pillsbury stated that she remained undecided and abstained.

Council President Neil explained that his affirmative vote reflected concerns brought forward by neighboring residents and information in police and emergency medical reports about activity in the surrounding area.

Ms. Hall stated that she was troubled by the questions about the contractor payments and wanted further information, but also believed that the prior investment and the importance of completing the project supported her negative vote.

Following the failed motion, Council President Neil reiterated that the allocation concerned workforce development renovations rather than emergency sheltering. He stated that the city had continued contacting the Center's trustees and others to explore assistance. He noted Ms. Harris's willingness to provide emergency shelter under an agreement and stated that such an agreement would need to include the City's requirements.

Ms. Hall moved for adjournment of the Parks, Recreation, and Community Enhancement Committee meeting, hearing no objection the meeting adjourned at 8:25 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 8:25 p.m.

During the Regular Council meeting, Mr. Anderson explained that an authorized representative of the Board of Trustees of the People's Community Center (PCC) had confirmed that PCC voluntarily withdrew its request for $40,000 in Community Development Block Grant (CDBG) funding. PCC acknowledged that the CDBG agreement associated with the project had expired on June 30, 2026, and that it was not seeking to reinstate, extend, or otherwise continue the agreement or the associated funding allocation. By signing the withdrawal, the authorized representative confirmed that the action was taken on behalf of PCC and that PCC had no further claim against the City of Dover for reimbursement of expenses associated with the CDBG allocation.

Mr. Anderson moved to accept the formal withdrawal submitted by the People's Community Center of its request for the $40,000 CDBG renovation allocation. The motion was seconded by Mr. Rocha and carried by a unanimous roll call vote.

By consent agenda, Mr. Anderson moved for acceptance of the Council Committee of the Whole Report, seconded by Mr. Rocha and carried by a unanimous roll call vote.

QUARTERLY REVENUE REPORT AS OF SEPTEMBER 30, 2026

Members were provided the Quarterly Revenue Report as of September 30, 2026.

By consent agenda, Mr. Anderson moved for acceptance of the Quarterly Revenue Report as of September 30, 2026, seconded by Mr. Rocha and carried by a unanimous roll call vote.

QUARTERLY REVIEW – CAPITAL INVESTMENT PLAN REPORT (CIP) (JULY, AUGUST, SEPTEMBER)

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

By consent agenda, Mr. Anderson moved for acceptance of the Quarterly Report for the Capital Investment Plan (CIP) as of September 30, 2026, seconded by Mr. Rocha and carried by a unanimous roll call vote.

SEMI-ANNUAL INSPECTION BY CITY MANAGER – ROBBINS HOSE COMPANY

In accordance with Chapter 46 – Fire Prevention and Protection, Article II – Fire Department, Division 1 – Generally, Section 46-43 – Semiannual Inspections of the Dover Code, the City Manager, Ms. Sharon Duca, conducted the required semiannual inspection of the Dover Fire Department on October 20, 2026, at Robbins Hose Company (Station No. 2), with Fire Chief David Carey. Ms. Duca submitted a memorandum outlining the items discussed and noted that the facilities, fire apparatus, equipment, and technology were generally in good condition and well maintained. She reported that Squad 2 was scheduled for replacement in April 2027, Engine 2 had been sent for maintenance due to transmission issues, and the computers installed in the fire

apparatus would require replacement in the near future. The memorandum also addressed facility maintenance, equipment upgrades, and staffing and membership at Station No. 2.

KENT COUNTY HAZARD MITIGATION PLAN

Ms. Kay Sass, Emergency Management Director, explained that the Kent County Hazard Mitigation Plan must be updated every five years. She reported that the city participated in the planning process beginning in 2024, that FEMA approved the plan, and that Kent County adopted it on October 13, 2026. She emphasized that adoption was necessary to maintain eligibility for certain mitigation assistance.

Dr. Sudler moved to accept the staff recommendation and adopt the Kent County Hazard Mitigation Plan. The motion was seconded by Mr. Boggerty and unanimously carried.

REALLOCATION OF BUDGETED PERSONNEL RESOURCES

Ms. Sharon Duca, City Manager, requested authorization to reallocate budgeted personnel resources in the Electric and Police Departments. She explained that vacancies and anticipated retirements created salary savings sufficient to unfreeze a groundworker position in the Electric Department and allow recruitment overlap for the Electric Director and Police Accreditation Manager positions. She estimated Electric Department replacement and overlap costs of approximately $271,000 against projected savings of approximately $311,000, and Police Department overlap costs of approximately $58,000, covered by vacancy savings. She clarified that the departments are funded separately and that overlapping hires would be contingent upon formal retirement documentation.

Responding to Dr. Sudler, Ms. Duca explained that the Electric Department was funded through the Electric Fund, while the Police Department was funded through the General Fund; therefore, the proposed expenditures would remain within their respective funds. She stated that the Electric Department's analysis included the projected costs of four vacant positions and the savings realized from those vacancies during the current fiscal year. The estimated savings totaled $311,000, while the proposed costs associated with filling the positions were approximately $271,000. Regarding the Police Department, Ms. Duca explained that the analysis included both sworn officer and civilian vacancies. She noted that the department had maintained a civilian vacancy throughout the fiscal year and that the savings from that position alone were sufficient to cover the proposed temporary overlap associated with the Accreditation Manager position.

Responding to Mr. Lewis, Ms. Duca confirmed that, due to vacancies and staffing shortages, the department had remained under budget, allowing for the proposed hiring of personnel and overlapping positions within the Electric Department.

Responding to Mr. Lewis, Ms. Duca clarified that employees scheduled to retire would not be retained beyond their anticipated retirement dates. The goal was to hire replacement employees approximately two to three months before retirement to allow for training and knowledge transfer. It was also noted that newly hired employees would likely receive lower salaries than the tenured employees they were replacing.

Responding to Mr. Lewis, Ms. Duca confirmed that the proposed expenditures would remain within budget due to savings from existing vacancies.

Dr. Sudler moved to accept the staff recommendation. The motion was seconded by Dr. Pillsbury and unanimously carried by a unanimous roll call vote.

FIRST READING – PROPOSED ORDINANCE #2026-15 – AMENDING CHAPTER 42 – ENVIRONMENT – BY ADDING SEC. 42-3 - LIGHTING

Council President Neil reminded the public that copies of the proposed ordinance were available at the entrance of the Council Chambers, on the City's website at www.cityofdover.gov under "Government", or by contacting the City Clerk's Office at 302-736-7008 or cityclerk@doverde.gov. Final action by Council on the proposed ordinance will take place during the Council Meeting of November 09, 2026.

Mr. Eddie Kopp, Chief Code Enforcement Officer, explained that Proposed Ordinance #2026-15 would establish standards for exterior residential lighting to address glare, excessive illumination, and light trespass affecting neighboring properties. He stated that the ordinance arose from resident complaints and would be enforced primarily through a complaint-driven process, with staff seeking voluntary compliance through education and notices.

Responding to Mr. Lewis, Mr. Kopp explained that the proposed ordinance would not address businesses, as existing provisions within the Zoning Code already regulated such activities. He noted that the Zoning Code did not address residential properties, which prompted the development of the proposed ordinance.

Responding to Mr. Lewis, Mr. Kopp explained that the proposed ordinance addressed the shielding and positioning of outdoor lighting to prevent spotlights from shining directly into neighboring residences. He clarified that incidental light entering a neighboring property would not necessarily constitute a violation, as the ordinance was intended to address excessive glare from improperly directed lighting. He noted that outdoor security lighting could be positioned effectively to illuminate a property and deter intruders without negatively impacting neighboring properties.

Responding to Council President Neil, Mr. Kopp confirmed that enforcement of the proposed ordinance would be complaint-driven. He explained that staff would attempt to conduct investigations during already scheduled after-hours work to minimize additional payroll expenses. He emphasized that staff would not routinely patrol for lighting violations and that investigations would be initiated in response to complaints.

Responding to Dr. Sudler, Mr. Kopp explained that complaints would be evaluated on a case-by-case basis, with investigations coordinated with existing evening commitments, such as homeowners association meetings, whenever possible. He noted that individuals who disagreed with staff's interpretation could appeal to the appropriate board. He emphasized that not all complaints would necessarily constitute violations and that the primary goal was education and voluntary compliance. Staff would work with property owners to identify lighting adjustments that could resolve concerns without negatively impacting neighboring properties. He added that the ordinance would provide a mechanism for notifying property owners of potential violations and addressing complaints.

Responding to Mr. Anderson, Mr. Kopp explained that the proposed ordinance was based on similar language used by Kent County, with modifications to accommodate the City of Dover's specific needs and enforcement practices.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of the proposed Ordinance as read by the City Clerk, by title only, as follows:

> Ordinance #2026-15 – Amending Chapter 42 – Environment, by adding Sec. 42-3 Lighting.

CITY MANAGER'S ANNOUNCEMENTS

Sharon Duca, City Manager, announced that the Water Main Replacement Project had a few remaining punch list items to be addressed in the Fairview Alley area and on Queen Street. She noted that paving was underway on South Queen Street, with additional paving scheduled for North Queen Street to repair trench areas associated with the installation. She also reported that concrete deliveries would continue at the Dover Mobility Center and that no operational issues or customer complaints had been reported in connection with those activities.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen reminded everyone that the Veterans Day Parade would be held on November 7, 2026, at 11:00 a.m. in downtown Dover. He also announced that the Veterans Remembrance and Memorial Service, sponsored by Vietnam Veterans Chapter 850, would be held on November 11, 2026, at the Vietnam Veterans Monument near the Kent County Administration Building.

COUNCIL MEMBERS' ANNOUNCEMENTS

Dr. Sudler thanked the City Manager for the corrective action taken regarding paving on North and South Queen Streets. He noted that Mount Zion AME Church greatly appreciated the improvements and that Calvary Baptist Church had also been affected by the paving conditions.

Mr. Anderson expressed appreciation on behalf of the Woodcrest community for the improvements made to the walkway honoring a fallen police officer. He noted that he had received positive feedback from residents, many of whom stated that the walkway looked better than it had in years. He commended city staff for their efforts and emphasized that the improvements enhanced safety for children in the area. He also thanked the various city departments for their responsiveness in addressing concerns along South Governors Avenue.

The meeting adjourned at 8:10 p.m.

ANDRIA L. BENNETT, CMC
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of October 26, 2026, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on October 27, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Ms. Arndt, Mr. Boggerty (out at 7:33 p.m.), Ms. Hall (via WebEx), Mr. Lewis, Mr. Rocha, and Dr. Sudler. Dr. Pillsbury was absent. Mayor Christiansen was also present (out at 8:27 p.m.). Civilian members present for their Committee meetings were Dr. Jackson and Ms. Kemp (via WebEx) (*Safety, Advisory, and Transportation).* Mr. Garfinkel and Mr. Shevock *(Legislative, Finance, and Administration)* were absent.

ADOPTION OF AGENDA

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

SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE

The Safety, Advisory, and Transportation Committee met with Chairman Boggerty presiding.

Adoption of Agenda

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

Prioritization of City of Dover State Capital Transportation Program (CTP) Projects (Sharon Duca, City Manager)

Ms. Sharon Duca, City Manager, explained that the city annually developed and prioritized Capital Transportation Program (CTP) projects for submission to the Delaware Department of Transportation (DelDOT) and the Dover/Kent County Metropolitan Planning Organization (MPO). The 2027 submission contained 13 projects grouped by classification: three economic development projects, four safety and capacity projects, and six transportation system improvements. Following Committee and Council approval, the priorities would be forwarded to DelDOT and the MPO for funding consideration and ranking.

She identified economic development priorities involving the Garrison Oak connector, business-to-business connections, North Little Creek Road to Horse Pond Road, Horse Pond Road to Lafferty Lane and Starlifter, and the Loockerman Street/Forest Avenue intersection. Safety and capacity priorities included College Road between Kenton and McKee Roads, sidewalks within the Dover High School walk zone, U.S. Route 13 sidewalks and related improvements, and the McKee Road/Salisbury Road study. Transportation system priorities included the Kings Highway/White Oak Road/U.S. Route 13 intersection, North State Street sidewalks between Division Street and Walker Road, downtown strategic plan improvements, and Bay Road pedestrian improvements and landscaping. Freight-related development regulations and maintenance of local streets were also being considered.

Staff recommended approving the 2027 Transportation Priorities provided by staff for consideration of funding from the Delaware Department of Transportation.

Responding to Mr. Boggerty, Ms. Duca indicated that staff could seek clarification from DelDOT regarding roadway construction standards, designated truck routes, and the Department's plans for Kenton Road and the increased tractor-trailer traffic.

Mr. Anderson commended staff for the report and suggested emphasizing the safety benefits of the Garrison Oak connector, in addition to its economic development benefits. He explained that existing truck and employee traffic on residential Acorn Lane would increase as development proceeded and that an alternate connection was urgently needed.

Responding to Mr. Lewis, Ms. Duca agreed to include the matter in discussions with DelDOT.

Mr. Jason Lyon, Assistant City Manager, advised that DelDOT was conducting planning, surveying, engineering, and design work for South Little Creek Road, including pedestrian and roadway safety improvements and a potential speed-limit reduction. He indicated that the proposed connector projects could also reduce truck traffic and agreed to request a more specific project timeline.

Mr. Rocha expressed concern that the College Road improvements, previously anticipated for an earlier fiscal year, were now listed for 2029. He emphasized pedestrian safety, speeding, and the lack of sidewalks along College Road and portions of Kenton Road and requested that the project not be delayed further.

Responding to Dr. Sudler, Mr. Lyon explained that DelDOT would be responsible for outreach and any necessary right-of-way acquisition if a project advanced; staff could also contact residents while making clear that construction was not guaranteed. In response to questions about road life expectancy and growth projections, Mr. Lyon stated that DelDOT incorporated Delaware Population Consortium projections and long-range transportation needs into its planning.

Dr. Sudler also urged consideration of vulnerable-road-user safety data and accident concerns involving College, Walker, and Salisbury Roads.

Mr. Rocha moved for acceptance of the staff recommendation for the approval of the 2027 transportation priorities for the City of Dover. The motion was seconded by Mr. Neil and unanimously carried.

Emergency Shelter Rules and Regulations (Sharon Duca, City Manager)

Ms. Sharon Duca, City Manager, reviewed the city's zoning regulations, explaining that each parcel was assigned a zoning district with permitted, conditional, and prohibited uses. A use not listed in the applicable district was not permitted. Permitted and conditional uses were subject to applicable site plan, Planning Commission, permit, building, fire, and occupancy reviews. Conditional-use applications were reviewed by the Planning Commission under Article 10, Section 1 of the Zoning Ordinance.

Ms. Duca reviewed the city's definition of an emergency shelter as temporary housing for homeless or transient persons in a dormitory-style setting, potentially accompanied by social services. She stated that Delaware law defined emergency housing shelter as short-term housing

and supportive services for 90 days or less. The city's dormitory definition addressed accommodations for more than 16 unrelated persons, while a lodging or rooming house could accommodate up to 16 persons. She also discussed the State's June 2026 announcement of a Kent County Hope Center at the former Delaware State University/Sheraton facility. Staff had been communicating with Housing Delaware and Secretary Matthew Heckles and exploring other state-owned facilities.

This item was informational; committee action was not required.

Responding to Mr. Boggerty, Ms. Duca explained that plan and permit reviews could trigger additional building and fire-code requirements.

Responding to Mr. Boggerty, Mr. Osika subsequently explained that land use and zoning were evaluated first, followed by the building's occupancy classification, occupant load, exits, restrooms, sprinkler protection, and other life-safety requirements. He stated that a citizen complaint had led to review of a downtown shelter's zoning and a determination by the City Solicitor that the use must comply with zoning requirements. He also described the prior church-based Code Purple rotation, the treatment of existing participating facilities, and the requirement for sprinkler protection for new facilities.

Dr. Sudler thanked staff and the Mayor for exploring alternatives, including the former Family Court building, and emphasized that county and state officials shared responsibility for the unsheltered population. He supported both supportive services and enforcement when individuals engaged in unlawful conduct affecting others.

Responding to Mr. Anderson, Ms. Kay Sass, Emergency Management Director, explained that staff had begun planning in March, had contacted community partners, and were pursuing several alternatives, although arrangements were not yet final. She stated that the Hope Center was expected to begin with emergency sheltering in a portion of the facility and expand services in phases. Transportation, staffing, volunteer support, and coordination with DelDOT and DART remained under discussion.

Responding to Mr. Lewis, Ms. Sass described a sequence of options involving the existing shelter arrangement, the Hope Center, other state facilities, and potentially a city facility. She clarified that Red Cross disaster shelter certification was not itself authorization for routine Code Purple sheltering, although available facilities, cots, and partnerships could assist in contingency planning. She had not yet approached churches about reinstating the former rotating arrangement and was awaiting more concrete information from state officials.

Responding to Mr. Lewis, Ms. Duca stated that she was unaware of recent changes to the relevant Code provisions.

Responding to Mr. Lewis, Mr. Osika explained that when he assumed his position, the definition was already established in the City Code under the previous administration. At that time, Code Purple coordinated emergency shelter services through a rotation of participating churches, all of

which were considered existing facilities. He noted that Code Purple staff had been advised that any future facilities would be required to have sprinkler systems for life safety purposes.

He stated that participation by churches had declined significantly following the COVID-19 pandemic, although he was uncertain of the reasons. He further explained that a citizen complaint had prompted a review that identified zoning concerns. The City Solicitor determined that facilities must comply with applicable zoning requirements before operating.

Mr. Osika clarified that land use and zoning requirements must be addressed first, followed by building and fire code requirements. He emphasized that a change in a building's intended use could result in a different occupancy classification, requiring the facility to comply with current building and life safety codes.

Mr. Rocha recalled that the Mayor's unsheltered working group had previously investigated the former Family Court building and was advised that the State intended to sell it and that it would require substantial repairs.

Mr. Boggerty similarly discussed the building's layout, limited restrooms, and possible safety challenges.

Dr. Sudler raised the potential use of the former Morris Community Corrections Center and questioned whether the city could evaluate its suitability. He also raised concerns regarding building conditions, jurisdiction, code compliance, and the need for a workable short-term solution.

Mayor Christiansen said he had been in discussions with Mr. Heckles about plans to expedite the opening of the Hope Center, with a plan expected within the next week, according to Senator Pardee. He noted that although the facility had some deficiencies, it could potentially be utilized during an emergency. He explained that the program would depend on transportation for individuals in need and that the facility contained 150 furnished rooms, with furniture left by Delaware State University. He added that plans included providing wraparound services and maintaining security at the facility. Additionally, he noted that several members of the Interdenominational Ministers Association (IMA) were reconsidering their participation in the Code Purple program. Mayor Christiansen expressed appreciation for the information provided regarding the Morris Center and Family Court building, noting familiarity with both facilities. He indicated that the Family Court building could potentially be utilized despite its layout, while the Morris Center would require upgrades. He expressed support for the efforts of the Interdenominational Ministers Association (IMA) and Secretary Heckles to expedite potential shelter solutions and encouraged continued efforts to address the need.

Responding to Ms. Kemp, Mayor Christiansen explained that preliminary plans for the Kent County Hope Center included providing comprehensive wraparound services for individuals experiencing substance abuse, mental health challenges, and other barriers to stability. He noted that the facility's commercial kitchen could potentially be utilized for job training opportunities. He emphasized that, unlike the Hope Center in New Castle County, the Kent County facility was intended to provide meaningful support services rather than serve solely as temporary shelter. He

indicated that, to his knowledge, the proposed model had not changed and that further details were anticipated as plans for the facility progressed.

Responding to Mr. Boggerty, Dr. Jackson explained that under the McKinney-Vento Act, school districts were required to provide transportation for eligible students experiencing homelessness to their school of origin, if requested by the family. She confirmed that transportation arrangements were already established through the school district and that the services were contracted.

Bonnie Pennington, Dover, urged immediate action before temperatures dropped and suggested reopening school buildings overnight as temporary shelter.

William G. Faust, Jr., Dover, discussed maintenance concerns at the former correctional facility and suggested exploring assistance from the National Guard or federal emergency resources.

Asher Smandra, Dover, emphasized the availability of services and the importance of security.

Eve Dorman, Dover, urged the city to provide winter shelter options accommodating people who could not access conventional shelters, including couples, people with pets, and registered sex offenders.

Mayor Christiansen suggested that the Delaware National Guard could potentially provide humanitarian assistance and expressed support for contacting Adjutant General Benson to explore available resources. However, he emphasized that he did not support deploying National Guard troops to patrol the streets of Dover, citing concerns regarding the Posse Comitatus Act and the role of the military in civilian law enforcement. He acknowledged the city's public safety challenges but expressed confidence in the Dover Police Department, noting that its officers continued to perform their duties effectively and that broader issues extended beyond the department's control.

Mr. Boggerty advised that he had been working with Saving Place for You, Inc., an organization that provided housing assistance to veterans. He stated that the organization, in coordination with Ms. Francis Perry, had four bedrooms available at a facility located on Salisbury Road and also assisted with coordinating support services. He provided the organization's contact number, (302) 514-7242, and noted that he had shared the information with the City Clerk for distribution to members of Council. He encouraged anyone aware of a veteran experiencing homelessness to contact the organization or reach out to him directly for assistance.

Mr. Anderson urged continued advocacy for state and federal homelessness funding allocated in proportion to the population actually served in Dover, rather than solely the city’s resident population.

Mr. Boggerty moved for adjournment of the Safety Advisory and Transportation Committee meeting, hearing no objection the meeting adjourned at 7:32 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

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

Discussion and Report Update on the Capital Area Municipality Sustainability Act (CAMSA) (Councilman Dr. Sudler)

Ms. Sharon Duca, City Manager, provided an update on the CAMSA proposal, noting that discussions had taken place with Dr. Sudler, members of Council, and state representatives to garner support. She explained that staff had begun developing a Request for Proposals (RFP) to conduct a study evaluating the relationship between large buildings, infrastructure usage, and associated costs. She emphasized the importance of establishing an engineering-based methodology to substantiate the proposed fees.

Ms. Duca stated that although the original proposal focused on approximately 30 tax-exempt properties with buildings exceeding 50,000 square feet, discussions had expanded to consider all properties meeting that threshold, regardless of tax status, increasing the number of potentially affected properties to more than 100. Staff was reviewing Geographic Information System (GIS) data to determine the gross square footage of the identified properties.

She further explained that staff was considering incorporating infrastructure impacts associated with data centers and other large users into the study. Discussions were ongoing regarding the appropriate scope of the RFP and whether an engineering consultant or a firm specializing in utility rate studies would be best suited to conduct the analysis. She noted that staff was continuing to refine the RFP before moving forward.

Responding to Dr. Sudler, Ms. Duca further explained that staff was working to identify the relationship between large facilities and their demands on city infrastructure, including utilities, roadways, and stormwater systems. She noted that factors such as increased truck traffic could also impact infrastructure. She emphasized the importance of clearly defining the scope of the study to ensure that both concepts were adequately evaluated and that the resulting analysis addressed the city's concerns.

Responding to Dr. Sudler, Ms. Duca explained that the evaluation would encompass all aspects of City infrastructure, including streets, stormwater systems, water, wastewater, and electric utilities. She noted that aging infrastructure and systems that may be undersized for future development were among the concerns being considered, particularly in the downtown Loockerman Street area. She further clarified that while DelDOT maintained the roadway pavement on certain state-maintained roads, the city remained responsible for storm drains, curbs, sidewalks, and brick infrastructure. She emphasized the importance of evaluating whether existing infrastructure adequately supported current demands and future development, noting that the assessment would address concerns related to both data centers and other large infrastructure users.

Dr. Sudler also raised maintenance obligations for pavers and other public infrastructure and stated that Representative Lynn had informally indicated a willingness to assist with funding the assessment, although the amount and commitment had not been confirmed.

Responding to Mr. Rocha, Ms. Duca explained that State facilities staff-maintained portions of the area, but that DelDOT also relied on existing agreements when requesting city assistance.

Responding to Mr. Rocha, Ms. Duca explained that procurement, technical studies, policy decisions, and any legislative process would take time and that a reliable implementation date for 2028 could not yet be established.

Responding to Mr. Lewis, Ms. Duca confirmed that specific studies had not yet been supplied and indicated that the Solicitor had expressed particular concern with limiting the proposed assessment to tax-exempt parcels.

Mr. Lewis emphasized the importance of involving all stakeholders, particularly state legislators, in addressing the city's infrastructure and revenue challenges. He expressed concern regarding the city's current financial situation and stated that maintaining the status quo was not sustainable. He supported the proposed study as a positive step toward identifying potential solutions, acknowledging that the process would take time and require collaboration. He encouraged staff to continue moving forward with the proposal.

Mr. Neil expressed concerns regarding the continued consideration of the CAMSA proposal, acknowledging that approximately 45% of properties within the city were tax-exempt, placing a disproportionate financial burden on taxpayers. While recognizing the need to address infrastructure costs and the limited contributions received through existing Payment in Lieu of Taxes (PILOT) programs, he questioned the feasibility of implementing the proposal and its potential legal, financial, and political implications.

He referenced a legal opinion issued by City Solicitor Daniel A. Griffith, which identified potential vulnerabilities in the proposed fee structure, particularly regarding the relationship between the fees assessed and the infrastructure burdens attributable to affected properties. He expressed concern that the proposal could result in legal challenges, increased costs to institutions, and additional demands on city staff and resources without assurance of a successful outcome.

Mr. Neil further questioned whether the proposal should proceed without formal Council authorization and recommended consulting with members of the General Assembly representing Dover before committing additional staff resources. He suggested postponing those discussions until after the November elections to avoid potential political influences.

Mr. Neil moved to hold a strategy session regarding CAMSA with members of the General Assembly representing Dover before city staff resumed further research on the proposal. The motion was seconded by Ms. Arndt.

Ms. Arndt expressed concerns regarding the CAMSA proposal and questioned whether pursuing a Request for Proposals (RFP) was premature given the legal issues identified by the City Solicitor.

She acknowledged that a detailed infrastructure impact study could help establish the necessary relationship and proportionality between proposed fees and the actual costs imposed on the city by affected properties. However, she emphasized that other legal concerns, including the city's authority to assess fees on tax-exempt properties and the potential need for a Charter amendment, should be addressed before proceeding. She further expressed concern that implementation of such a fee structure in Dover could establish a precedent for other municipalities throughout the State, potentially creating additional financial burdens for nonprofit organizations and state-owned properties. Ms. Arndt supported consulting with members of the General Assembly to determine whether there would be legislative support for a Charter amendment before committing additional resources to the proposal. She expressed doubt that legislators would support such a change given its potential statewide implications.

Dr. Sudler thanked Ms. Arndt for her comments and explained that determining the actual infrastructure costs associated with CAMSA would require a comprehensive engineering assessment through a Request for Proposals (RFP). He emphasized that such a study would benefit not only the CAMSA proposal but also the city's evaluation of infrastructure impacts associated with potential data center development. He clarified that the proposal had been expanded beyond tax-exempt properties to include all qualifying properties. Dr. Sudler maintained that CAMSA was intended to establish an infrastructure fee rather than a tax, similar to the city's existing Public Safety Fee. Citing case law and examples from other jurisdictions, he asserted that fees collected and restricted exclusively for infrastructure-related expenses could be legally defensible without requiring a Charter amendment. He acknowledged the legal concerns raised by the City Solicitor but emphasized the importance of establishing a direct relationship between the fees assessed and the infrastructure costs incurred. He further clarified that the proposal was not ready for implementation but was intended to encourage discussion, obtain stakeholder input, and explore alternative revenue sources. He emphasized the city's responsibility to identify diversified revenue opportunities and expressed concern regarding the increasing financial burden placed on residents and taxpayers as infrastructure demands continued to grow.

Responding to Ms. Arndt, Dr. Sudler clarified that the proposal did not intend to provide direct payments or credits to residents. Rather, he explained that additional revenue generated through the proposed fees could help offset future infrastructure costs, potentially reducing the need for utility rate increases and indirectly providing financial relief to residents.

William G. Faust, Jr., Dover, expressed frustration with criticism of the CAMSA proposal without alternative solutions being offered. He encouraged Council to identify additional revenue sources rather than continuing to increase the financial burden on residents through taxes, fees, and utility rates. He emphasized the need for proactive solutions to address the city's financial challenges.

Bonnie Pennington, Dover, expressed support for Dr. Sudler and the CAMSA proposal, commending his efforts to identify solutions to assist residents. She emphasized the financial hardships faced by residents and encouraged Council to take action to address the city's financial challenges.

Belinda Main, Dover, expressed opposition to data centers but supported conducting an infrastructure impact study to ensure large properties and institutions contributed their fair share

of costs. She emphasized the financial hardships faced by residents due to increasing taxes and utility rates and stated that even modest relief could benefit households and local businesses. She encouraged Council to pursue equitable cost-sharing measures to reduce the financial burden on residents.

Hassan Najjar, Dover resident and director of the Biggs Museum of American Art, expressed concerns regarding the CAMSA proposal and its potential financial impact on nonprofit arts and cultural institutions. He emphasized that tax exemptions recognized the public benefits provided by these organizations and questioned whether the proposed infrastructure fee constituted a tax. He noted that the museum could face substantial annual fees and that grant funding could not necessarily be used to offset those costs. He encouraged Council to involve stakeholders earlier in the process and suggested hosting a facilitated town hall with residents, businesses, nonprofits, and city leadership to collaboratively explore solutions to the city's financial challenges.

This item was informational; committee action was not required.

Mr. Neil moved to hold a strategy session regarding CAMSA with members of the General Assembly representing Dover before city staff resumed further research on the proposal. The motion was seconded by Ms. Arndt.

Dr. Sudler expressed opposition to delaying further consideration of CAMSA pending discussions with state legislators, citing concerns that scheduling conflicts or lack of participation could hinder progress. He maintained that the city's home rule authority permitted consideration of infrastructure fees, referencing the existing Public Safety Fee, which also applied to tax-exempt properties without requiring a Charter amendment. He emphasized that infrastructure data would be necessary regardless of CAMSA due to potential data center development and argued that the city's efforts to gather information and explore revenue solutions should not be contingent upon legislative discussions.

Ms. Arndt emphasized the importance of determining the legality and feasibility of the CAMSA proposal before committing funds to an infrastructure study. She noted that the time required to develop and issue a Request for Proposals (RFP) would likely extend beyond the November elections. She reiterated her support for engaging state legislators and stakeholders early in the process before proceeding with implementation efforts.

Mr. Neil reiterated his concern that implementing CAMSA would require a Charter amendment and emphasized the importance of determining whether state legislators would support such a change before proceeding. He acknowledged the city's financial challenges and the need to identify additional revenue sources but expressed concern regarding potential opposition from nonprofit organizations and legislators. He maintained that consulting with legislators would help determine the proposal's feasibility and reiterated his concerns regarding potential political motivations surrounding its consideration.

Mr. Rocha expressed support for engaging state legislators and stakeholders in discussions regarding CAMSA but opposed the motion to delay further staff research. He believed the process

should continue while potential obstacles were evaluated and stated that formal action was premature.

Mr. Lewis questioned the relevance of the upcoming election to the CAMSA proposal and expressed agreement with Dr. Sudler regarding the city's authority to implement fees under its existing home rule powers. He referenced the Public Safety Fee, which was implemented without a Charter amendment and applied to nonprofit properties. He opposed the motion and expressed frustration with suggestions that the proposal was politically motivated.

Ms. Arndt clarified that the City Solicitor's legal opinion indicated that implementation of CAMSA would require an amendment to Section 49A of the City Charter. She emphasized the importance of following legal counsel to minimize potential litigation and financial risks. She expressed appreciation for Dr. Sudler's proposal but maintained that raising questions regarding its legality and feasibility was necessary to ensure informed decision-making.

Mr. Anderson explained that the Solicitor’s opinion did not categorically prohibit the proposal but identified conditions needed to withstand legal challenge. He stated that infrastructure study work already contemplated in connection with the data center moratorium could be broadened to improve budgeting and long-range planning, regardless of whether CAMSA ultimately advanced. He emphasized the value of obtaining accurate cost information and engaging stakeholders before final policy decisions.

Mr. Neil moved to hold a strategy session regarding CAMSA with members of the General Assembly representing Dover before city staff resumed further research on the proposal. The motion was seconded by Ms. Arndt and failed with Dr. Sudler, Mr. Lewis, and Mr. Rocha voting no (Boggerty, Pillsbury, Garfinkel, Shevock absent).

Dr. Sudler subsequently moved to authorize the City Manager and staff to continue developing the criteria for the infrastructure assessment; the motion was seconded by Mr. Lewis.

After Mr. Anderson clarified that previous Committee direction already authorized staff to continue this work and prepare a proposed request for proposals, Dr. Sudler withdrew his motion with the concurrence of the seconder.

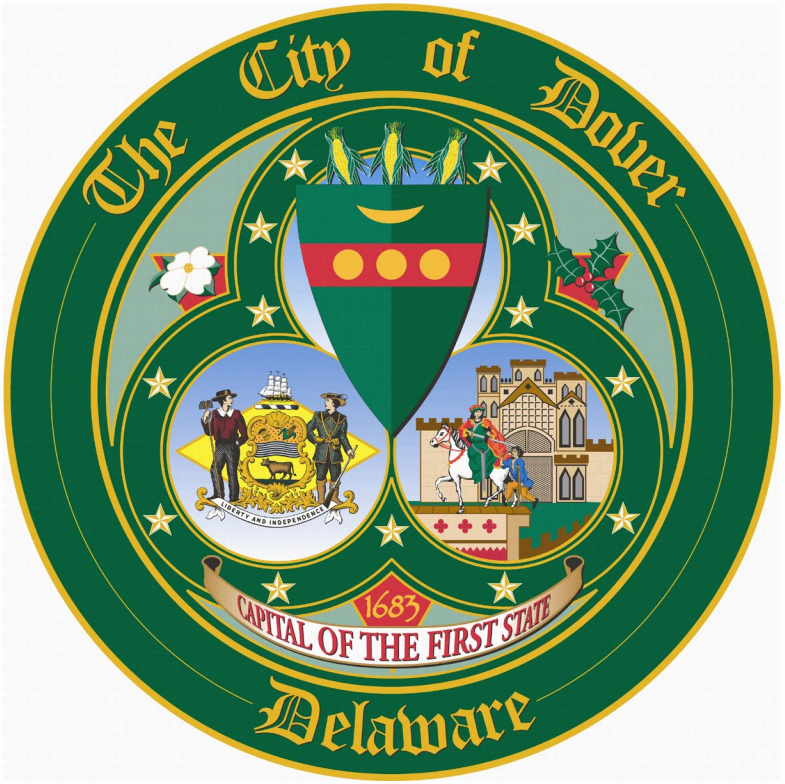
Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 8:44 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 8:44 p.m.

Fred A. Neil
Council President

CITY COUNCIL

COMMUNITY ENHANCEMENT FUND REPORT



SEPTEMBER 2026

CITY COUNCIL COMMUNITY ENHANCEMENT FUND

JULY 1, 2026 - JUNE 30, 2027

100-10-12-99-000-53037

Current Balance - $ 22,500.00

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 COMMUNITY 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
8/3/2026	Anderson	City of Dover	Councilman Anderson authorized the designation of $500 of his community enhancement funds to the City of Dover Back to School Supply & Backpack Donation Drive.	Email from David Anderson dated 08/03/2026.	Andria's CC	$ 500.00	$ 1,900.00	$ 20,600.00
8/3/2026	Neil	City of Dover	Councilman Neil authorized the designation of $500 of his community enhancement funds to the City of Dover Back to School Supply & Backpack Donation Drive.	Email from Fred Neil dated 08/03/2026.	Andria's CC	$ 500.00	$ 2,400.00	$ 20,100.00
8/7/2026	Neil	DHS Football Booster Club	Councilman Neil authorized the designation of $50 of his community enhancement funds to the Dover High School Football Booster Club.	Email from Fred Neil dated 08/07/2026.	9403	$ 50.00	$ 2,450.00	$ 20,050.00
8/10/2026	Arndt	City of Dover	Councilwoman Arndt authorized the designation of $300 of her community enhancement funds to the City of Dover Back to School Supply & Backpack Donation Drive.	Email from Tricia Arndt dated 08/10/2026.	Andria's CC	$ 300.00	$ 2,750.00	$ 19,750.00
8/11/2026	Pillsbury	2nd Chance: A Haven for Abused-n-Battered Women and Children.	Councilwoman Pillsbury authorized the designation of $200 of her community enhancement funds to their Annual Veterans Day Dinner.	Email from Julia Pillsbury dated 08/10/2026.	9403	$ 200.00	$ 2,950.00	$ 19,550.00
8/17/2026	Neil	The Carry Their light Project, Inc.	Councilman Neil authorized the designation of $50 of his community enhancement funds to the Back-to-School Community Cookout Event.	Email from Fred Neil dated 08/17/2026.	9444	$ 50.00	$ 3,000.00	$ 19,500.00
8/17/2026	Boggerty	The Carry Their light Project, Inc.	Councilman Boggerty authorized the designation of $250 of his community enhancement funds to the Back-to-School Community Cookout Event.	Email from Andre Boggerty dated 08/17/2026.	9444	$ 250.00	$ 3,250.00	$ 19,250.00
8/17/2026	Rocha	The Carry Their light Project, Inc.	Councilman Rocha authorized the designation of $300 of his community enhancement funds to the Back-to-School Community Cookout Event.	Email from Gerald Rocha dated 08/17/2026.	9444	$ 300.00	$ 3,550.00	$ 18,950.00
8/25/2026	Anderson	The Carry Their light Project, Inc.	Councilman Anderson authorized the designation of $250 of his community enhancement funds to the Back-to-School Community Cookout Event.	Email from David Anderson dated 08/19/2026.	9492	$ 250.00	$ 3,800.00	$ 18,700.00
9/29/2026	Rocha	Central Delaware Housing Collaborative	Councilman Rocha authorized the designation of $500 of his community enhancement funds to the House of Hope Event.	Email from Gerald Rocha dated 09/29/2026.	9740	$ 500.00	$ 4,300.00	$ 18,200.00
9/29/2026	Boggerty	Central Delaware Housing Collaborative	Councilman Boggerty authorized the designation of $100 of his community enhancement funds to the House of Hope Event.	Email from Andre Boggerty dated 09/29/2026.	9740	$ 100.00	$ 4,400.00	$ 18,100.00
10/6/2026	Boggerty	Destined Youth Advocacy Network Inc	Councilman Boggerty authorized the designation of $250 of his community enhancement funds to the Destined Holidays Initiative.	Email from Andre Boggerty dated 10/05/2026.	9775	$ 250.00	$ 4,650.00	$ 17,850.00
10/13/2026	Lewis	Dover Little League	Councilman Lewis authorized the designation of $500 of his community enhancement funds to the little league recovery efforts, post tornado.	Email from Brian Lewis dated 10/07/2026.	9847	$ 500.00	$ 5,150.00	$ 17,350.00
10/20/2026	Boggerty	Main Street Dover Inc	Councilman Boggerty authorized the designation of $250 of his community enhancement funds to the Downtown Dover Holiday Village.	Email from Andre Boggerty dated 10/19/2026.	9883	$ 250.00	$ 5,400.00	$ 17,100.00
								$ 17,100.00
						$ 5,400.00		
TOTALS								

BUDGETED AMOUNT	DISTRICT	COUNCIL SPONSOR	YTD EXPENDITURES	BALANCE
$ 5,000.00	At-Large	Boggerty	$ 850.00	$ 4,150.00
$ 2,500.00	1st District	Pillsbury	$ 200.00	$ 2,300.00
$ 2,500.00	1st District	Rocha	$ 800.00	$ 1,700.00
$ 2,500.00	2nd District	Hall		$ 2,500.00
$ 2,500.00	2nd District	Lewis	$ 1,300.00	$ 1,200.00
$ 2,500.00	3rd District	Arndt	$ 300.00	$ 2,200.00
$ 2,500.00	3rd District	Neil	$ 700.00	$ 1,800.00
$ 2,500.00	4th District	Anderson	$ 1,250.00	$ 1,250.00
$ 2,500.00	4th District	Sudler		$ -
		TOTAL	**$ 5,400.00**	**$ 17,100.00**

CITY MANAGER'S MONTHLY REPORT



September 2026

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City of Dover

October 30, 2026

Honorable Mayor & Members of City Council
Dover, DE 19901

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

Dear Mayor & Members of City Council:

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

- Attended and presented items at monthly City Council and Council Committee of the Whole meetings.
- Researched requests from Council members and constituents and addressed concerns.
- Attended weekly staff meetings associated with the Department of Planning, Inspections and Community Development, including appeals board meetings and coordination meeting with Customer Service regarding tax abatement. 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.
- Conducted monthly individual meetings with Department Heads. Conducted bimonthly Department Head meetings. Continued Department Head discussions and reviews regarding Priority Based Budgeting.
- Met with DelDOT and the Bay Village design team to coordinate entrance improvements on White Oak Road, in conjunction with the Garrison Oak Technical Park.
- Development of the priority-based budgeting approach and provided data requests to Department Heads.
- Conducted interview for the vacant Director of Water & Wastewater / Engineering Services position.
- Coordinated meeting with several team members to discuss Stoney Creek Alley safety complaints.
- Met with Dover Downtown Partnership, along with Councilman Anderson and Councilman Rocha to discuss potential funding opportunities related to property adjacent to St. Jones River. Participated in the Special Downtown Dover Partnership meeting.
- Attended underground utility damage prevention summit to learn about other state's

damage prevention strategies and implementation.

- Participated in SJR8 stakeholder meeting to understand the mission of the regulations and impacts on the City of Dover.
- Held meetings with appropriate stakeholders to discuss union related issues.
- Prepared a draft Request for Proposal for CAMSA engineering evaluation.
- Evaluated, addressed and attended meetings regarding personnel matters including grievance responses.
- Participated in the DEMEC Annual meeting and DEMEC orientation. Attended the KSLA and KEP monthly meetings. Attended the DLLG monthly dinner meeting.
- Attended the City of Dover Management Committee and Risk Management Committee meetings with The Energy Authority (TEA). Attended the Dover Library Advisory Committee monthly meeting.
- Coordinated with City Solicitor on pending legal matters. Continued meetings with outside counsel on legal matters including labor negotiations.

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

Jason A. Lyon, P.E.
Assistant City Manager

CENTRAL SERVICES MONTHLY REPORT
September 2026

PROCUREMENT & INVENTORY DIVISION		
Purchase Orders for Stock by Fund		
	FY 2027 to Date	Difference from FY 2026
Electric	$584,316.97	38.1%
Water	$7,771.56	-53.0%
Wastewater	$0.00	0.0%
General	$80,530.14	60.8%
Total	$672,618.67	39.7%
Issues from Stock by Fund		
	FY 2027 to Date	Difference from FY 2026
Electric	$401,178.66	27.7%
Water	$65,861.52	35.3%
Wastewater	$0.00	0.0%
General	$40,154.15	7.7%
Total	$507,194.33	26.9%
Bids/RFPs Solicited		
	FY 2027 to Date	Difference from FY 2026
	6	-66.7%
Money Spent for Postal Services		
	FY 2027 to Date	FY 2026 to Date
	$43,263.79	$54,977.55

Fuel Usage		
Type	FY 2027 to Date	FY 2065 to Date
Unleaded	38,670	39,012
Diesel	18,482	17,209
Dollars Spent	$219,996.08	$132,244.97

Warehouse Stock Value		
	FY 2027	FY 2026
	$5,029,586.70	$5,507,434.05

Purchase Orders for Stock are up 39.7% compared to this time last year.
Issues from Stock are up 26.9% compared to this time last year.
Bids/RFP's are down 66.7% compared to this time last year.
Postal Expenses are down 27.1% compared to this time last year.
Fuel Costs are up 39.9% compared to this time last year.
Overall warehouse value is down 9.5% compared to this time last year.

FLEET DIVISION		
PM Work Orders Scheduled: 27	PM Work Orders Completed: 37	Total Work Orders PM & Repair: 97
Total Hours Turned: 243.5	Excess Hours Turned: 0	Uncaptured Time: 256.4
MEASURE	September 2026	September 2025
Completed PM's	37	40

DIFFERENCE -7.50%

There were 27 PM's scheduled for this month. A total of 37 PM's were completed along with 60 repair work orders. There were a total of 97 work orders completed.

FACILITIES DIVISION		
Routine Work Orders Completed: 46	**Emergency Work Orders Completed: 8**	
City-owned Facility Work Orders: 51	**Events & Support Work Orders: 3**	
MEASURE	**September 2026**	**September 2025**
Completed Work Orders	**54**	**56**

DIFFERENCE -3.57%

There were 54 routine and emergency Work Orders completed during this month. The work orders consisted of 51 for maintenance and repair of City-owned facilities and 3 related to events and other support work.

Central Services Narrative

Warehousing & Procurement is operating as normal. Project CS2502 in final inspection.
Facilities is operating as normal; two positions frozen.
Fleet is operating as normal.

CENTRAL SERVICES PROJECT UPDATE September 2026		
FY/PROJECT NUMBER	**DEPARTMENT**	**STATUS**
FC2601	**CITY HALL FLAT ROOF**	**IN PROCESS**
CS2502	**FUEL ISLAND UPGRADE**	**IN FINAL INSPECTION**
EA2702	**WEYANDT HALL STORE FRONTS**	**PLANNING**
EA2701	**WEYANDT HALL BATHROOMS**	**PLANNING**

City of Dover
Customer Services Department

Major Program Updates	Sep 2026	Sep 2025	Difference	FY 2027 Year-to-Date	FY 2 Year-to-Date
Customers Served for Payment Processing	21,454	21,401	53	62,732	63,251
Final Bills	404	465	(61)	1,359	1,553
Estimated Bills	1,524	641	883	3,976	1,174
Penalties Posted	$ 27,439	$ 16,108	$ 11,331	$ 69,081.14	$ 36,387
Extensions of Credit - Amount Extended	$ 402,766	$ 231,717	$ 171,049	$ 827,491	$ 583,459
Balance Transfers	$ 5,493	$ 572	$ 4,920	$ 43,030	$ 452,134
Utility Collections	$ 31,512	$ 38,433	$ (6,921)	$ 103,755	$ 96,726
Miscellaneous Billings	$ 1,441,246	$ 115,433	$ 1,325,814	$ 6,001,754	$ 5,266,292
Taxes Levied	$ 9,840,027	$ 3,211,954	$ 6,628,072	$ 16,066,172	$ 16,066,172
Billing Adjustments / Credit Balances	$ (16,401)	$ (1,983,001)	$ 1,966,600	$ 40,604	$ 40,604
Total Taxes Collected	$ 8,406,681	$ 551,533	$ 7,855,148	$ 14,876,788	$ 14,876,788
Taxes Outstanding	$ 1,416,945	$ 677,420	$ 739,525	$ 1,229,988	$ 1,229,988
Write Off Request	$ 56,374	$ -	$ 56,374	$ 56,374	$ 15,053

Recap of monthly activities/notations –

As of September 30, 2026, the City of Dover served 25,436 electric utility customers, an increase from 25,238 in September 2025. Water utility customers totaled 13,396 compared to 13,397 in September 2025. Data is sourced from the Monthly Utility Bill Summary Report and includes all utility rate classifications. Customer Services answered a total of approximately 1,845 calls during the month. Year to date, a total of 1,191 bills have been estimated for billing. The estimated number is comprised of 145 outdoor meters, 1001 indoor meters, and 45 lawn meters. The new Customer Service Supervisor was officialy onboarded and the entire department is fully staffed. 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 2026 to FY2027 to date (September 2026)

Compared to the same time last year the City had open receivables of $11,366,572.47 vs $14,358,992.26.

Utility Disconnections for September 2026

100 accounts were disconnected for non-payment of service.

Total receivable collected through the disconnection process $109,884.88.

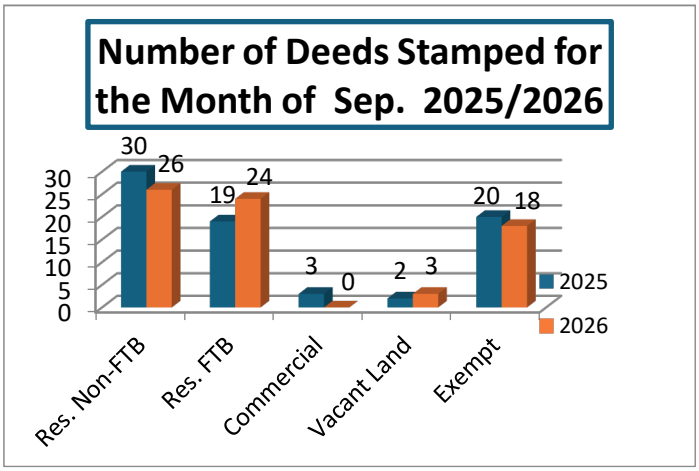
Ending Utility Receivable Due - $11,736,549.75.

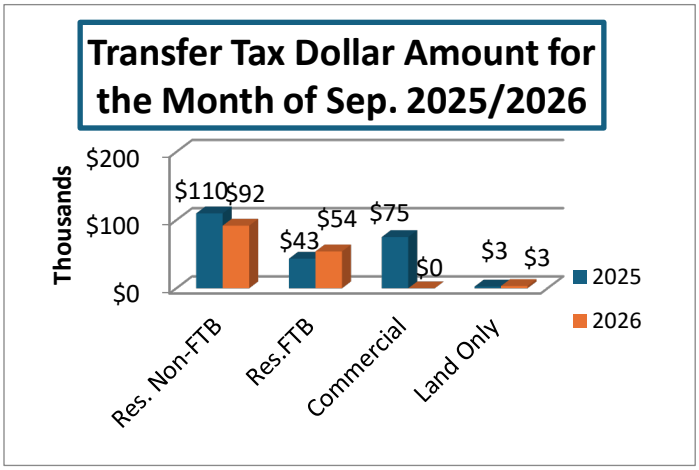
Outstanding Receivable FYE 2027				
	Utility	Taxes	General Billing	Total Receivable
JULY	$ 11,967,910.06	$ 17,810,744.96	$ 594,210.94	$ 30,372,865.96
AUGUST	$ 11,740,830.29	$ 9,840,026.52	$ 1,147,459.47	$ 22,728,316.28
SEPTEMBER	$ 11,736,549.75	$ 1,416,944.83	$ 1,205,497.68	$ 14,358,992.26
OCTOBER				$ -
NOVEMBER				$ -
DECEMBER				$ -
JANUARY				$ -
FEBRUARY				$ -
MARCH				$ -
APRIL				$ -
MAY				$ -
JUNE				$ -

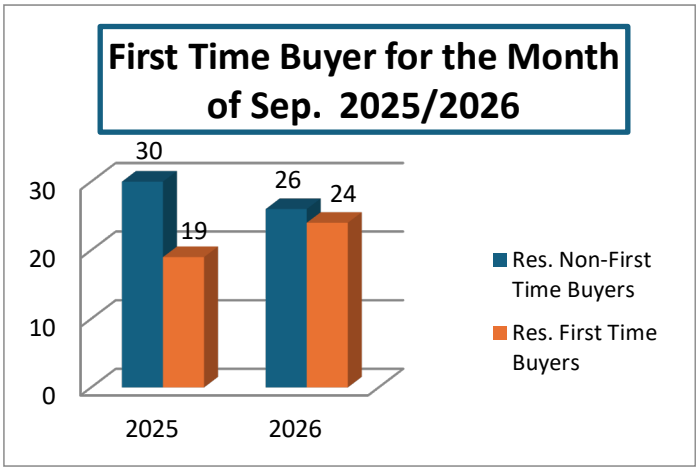


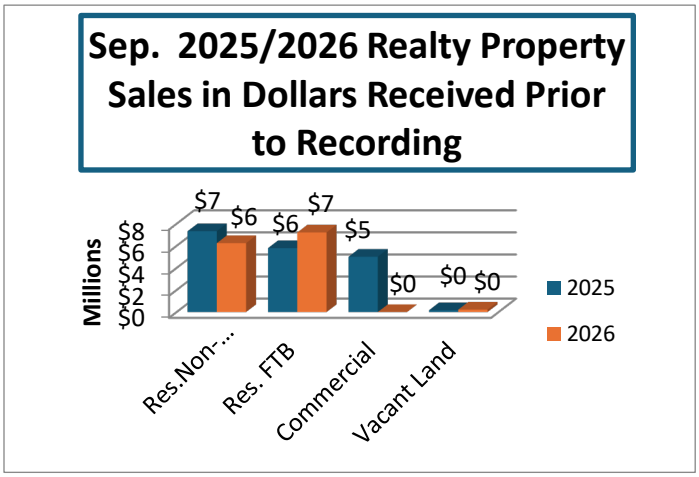
Customer Service Department Mission

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









Major Updates

	July	August	September
Assessment Change	**$11,295,570**	**-$300**	**$10,055,800**

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
30	**$4,939,800**	**$8,306,000**	**0.59**	**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.

ASSESSORS REPORT

Tax Office

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

Property Address	Assessed Value	Sales Price
19 Gordon DR	$92,000.00	$140,000.00

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-067.11-01-64.00	10	R10	908 SCHOOLHOUSE LN	1	5	1968	2	1939	C	GD	200,500	17-SEP-26	380,000	.53
ED05-067.12-04-13.00	8	R10	58 REPRESENTATIVE LN	1	13	2015	3	2624	B-	AV	218,200	02-SEP-26	355,000	.61
ED05-067.17-04-31.00	3	R10	114 SWEETGUM DR	1	6	1993	2	1824	B-	AV	206,200	18-SEP-26	375,000	.55
ED05-067.19-03-65.00	17	R10	9 PATRIOT DR	1	5	1989	2	2370	B-	AV	228,300	25-SEP-26	393,000	.58
ED05-068.09-02-06.00	13	R10	817 BACON CT	1	5	1969	2	2036	C+	AV	178,800	08-SEP-26	140,000	1.28
ED05-068.09-02-63.00	13	R10	730 MILLER DR	1	16	1968	1	1937	C	AV	186,000	04-SEP-26	301,000	.62
ED05-068.14-01-23.00	13	R10	226 FREAR DR	1	14	1964	1	1280	C	AV	154,700	23-SEP-26	225,000	.69
ED05-068.14-01-30.00	13	R10	325 FREAR DR	1	14	1964	1	1130	C	FR	150,000	29-SEP-26	330,000	.45
ED05-068.18-03-04.00	7	R10	49 N HALSEY RD	1	1	1987	2	1536	C	GD	154,100	28-SEP-26	294,900	.52
ED05-068.18-05-60.00	7	R10	57 GREENHILL RD	1	14	1958	1	1254	C	AV	137,700	11-SEP-26	320,000	.43
ED05-076.04-06-09.00	2	R10	504 S GREENBERRY LN	1	13	2008	3	2029	C+	AV	189,400	30-SEP-26	300,000	.63
ED05-076.05-06-47.00	14	R10	103 KEVIN CT	1	8	1992	2	1488	C+	GD	153,600	16-SEP-26	299,900	.51
ED05-076.08-04-15.00	9	R10	22 N KIRKWOOD ST	1	1	2019	2	1840	C+	AV	150,100	21-SEP-26	290,000	.52
ED05-076.08-06-46.00	9	R10	28 S QUEEN ST	1	5	1954	2	2108	C	AV	153,300	09-SEP-26	265,900	.58
ED05-076.12-01-45.00	2	R10	120 REESE ST	1	16	1962	1	1608	C	GD	163,600	30-SEP-26	319,900	.51
ED05-076.20-01-64.00	5	R10	935 JANEKA LN	1	16	1960	1	1626	C+	AV	179,800	04-SEP-26	330,000	.54
ED05-077.05-02-55.00	8	R10	109 E DIVISION ST	1	5	1857	2	2163	A-	AV	192,200	30-SEP-26	300,000	.64
ED05-077.05-03-26.00	9	R20	12 S GOVERNORS AVE	2	1	1930	2	2576	C	AV	167,700	18-SEP-26	242,000	.69
ED05-077.06-02-09.00	7	R10	818 E DIVISION ST	1	14	1953	1	1036	C	AV	141,400	29-SEP-26	188,000	.75
ED05-077.08-01-79.00	6	R10	117 RUBAKER WAY	1	14	2025	1	1527	C+	AV	210,300	25-SEP-26	350,000	.60
ED05-077.08-01-81.00	6	R10	104 FAIRFAX LN	1	5	2025	2	1432	C+	AV	201,300	28-SEP-26	349,500	.58
ED05-077.10-01-35.01	4	R10	411 COWGILL ST	1	2	1955	1	824	D+	FR	104,400	29-SEP-26	250,000	.42
ED05-077.11-04-56.00	2	R10	450 BARRISTER PL	1	13	1972	2	1500	D+	PR	61,000	05-SEP-26	145,000	.42
ED05-077.13-02-24.00	4	R10	917 S BRADFORD ST	1	2	1950	1	1182	C-	AV	150,700	01-SEP-26	155,000	.97
ED05-077.16-02-01.00	6	R10	420 LAFFERTY LN	1	9	1930	1.5	2193	C	FR	163,400	24-SEP-26	239,900	.68
ED05-077.18-02-34.00	4	R10	159 EVERGREEN DR	1	14	1954	1	1064	C	VG	160,300	16-SEP-26	235,000	.68
ED05-077.18-02-62.00	4	R10	21 EVERGREEN CIR	1	14	1952	1	1542	C	AV	168,800	29-SEP-26	212,000	.80
ED05-085.08-02-63.00	12	R10	419 DOGWOOD CT	1	16	1965	1	1926	C+	AV	168,400	04-SEP-26	290,000	.58
ED05-085.12-03-57.00	12	R10	344 MIMOSA AVE	1	16	1972	1	1857	C	AV	153,600	04-SEP-26	290,000	.53
LC05-058.17-04-17.00	1A	R10	19 GORDON DR	1	11	1988	1	1296	D+	GD	92,000	10-SEP-26	140,000	.66

ELECTRIC DEPARTMENT MONTHLY REPORT

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

The city experienced a system peak of 144.21 megawatts, a decrease of 2 megawatts from last month and a 17.12 megawatt decrease from the same month last year.

There was a total of 12 outages for the month, affecting a total of 2648 customers with an average outage lasting 101.36 minutes. Blown fuses due to wildlife and trees accounted for six outages. The remaining six outages were caused by a pole fire, an underground wire hit by a contractor, a section of bad underground and three breaker operations.

Project Updates:

The department continues to work on capital projects and new developments.

Van Sant was placed in an outage on August 6th due to compressor stalls and inability to maintain speed. A borescope was completed and showed excessive damage to the mid stage blades which is believed to be the cause of the performance problems. Estimates for the repair work and time frame of the outage are still ongoing at this time.

FY 27 YTD Outages and Response Time:

Total – 46

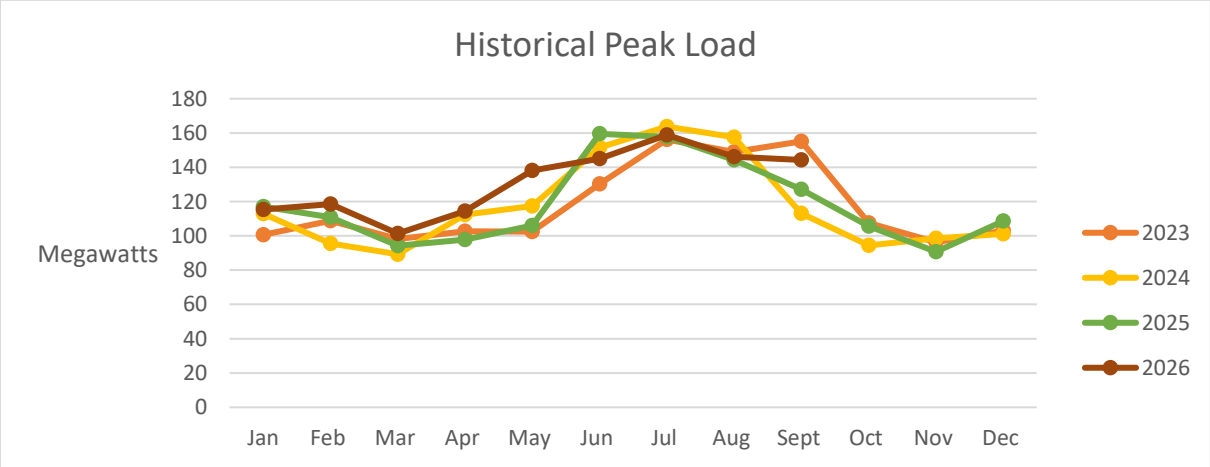
Average Response Time – 30.02 minutes (Goal – Less than 30 minutes)

Lost Time Accidents –
Current Month – 0

Total FY – 0

Workorders Generated –
Current Month – 174

Total FY – 499



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

- The Fire Marshal's Office investigated 1 incident in September.
- Staff worked the Zach Bryan concert at Dover Motor Speedway to ensure all life safety needs were in place for the staff and attendees .
- One Deputy is out for a significant amount of time after injuring themselves at a fire as a volunteer for Dover. This is leaving us at an office of 3 for some time.



	Month	Year to Date	Previous Year to Date
Annual Fire & Life Safety Inspections	15	103	117
Deficiencies From the Above Inspections	19	182	94
Fire Code Violations/Deficiencies/Complaints	11	29	52
C/O & Fire Equipment Acceptance Tests	12	40	72
Meetings & Walk Through	24	49	71
Fire Plan Review & DAC	11	38	34

	Month	Year to Date	Previous Year to Date
Accidental	1 totaling $10,000	6 totaling $29,010	8 totaling $123,702
Incendiary	0	2 totaling $15,000	4 totaling $2,200
Undetermined	0	2 totaling $3,500	2 totaling $100,500
Natural	0	0	1 totaling $1,000
Investigation time	2 hours	17 hours	33 hours
Injuries	0	0	2
Deaths	0	0	0
Arrest Made with DPD	0	0	0

EMS information was unavailable at the time this report was finalized and therefore will be included in next month’s report.

HUMAN RESOURCES

SEPTEMBER 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.*

SEPTEMBER SUMMARY:

SEPTEMBER Hiring Trends FY26:

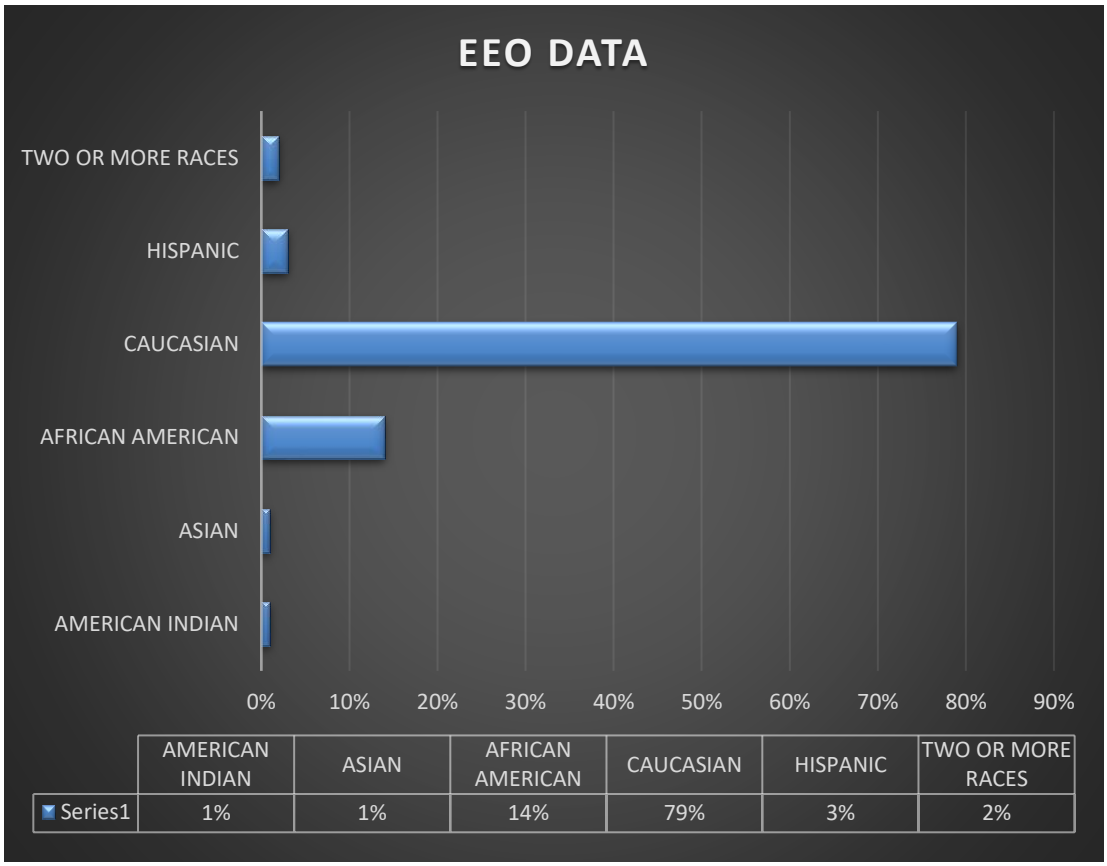
SEPTEMBER	NEW HIRE AMOUNT	STATUS
SEPTEMBER	6	6 FT

SEPTEMBER Voluntary Termination/Involuntary Termination Trends FY26:

VOLUNTARY	7 FT
INVOLUNTARY	1 FT
RETIREMENT	1 FT

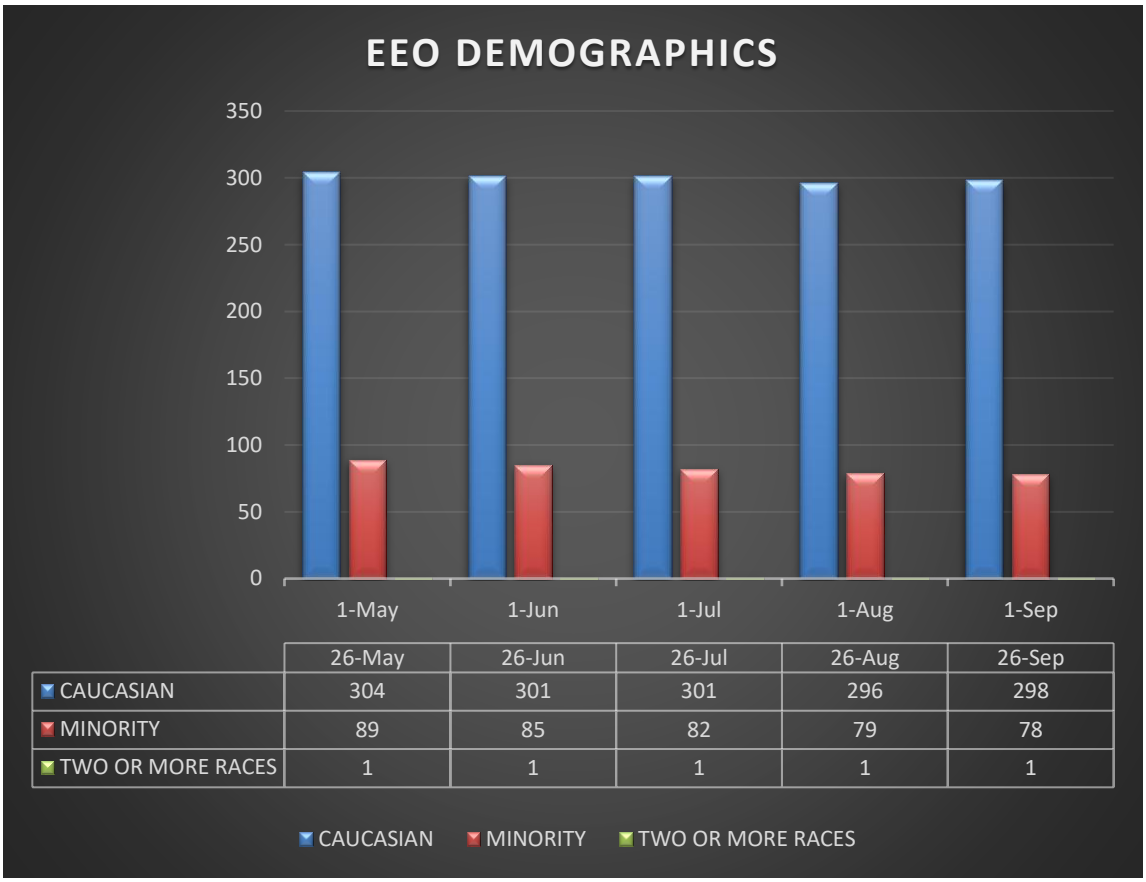
HUMAN RESOURCES

EEO DATA



HUMAN RESOURCES

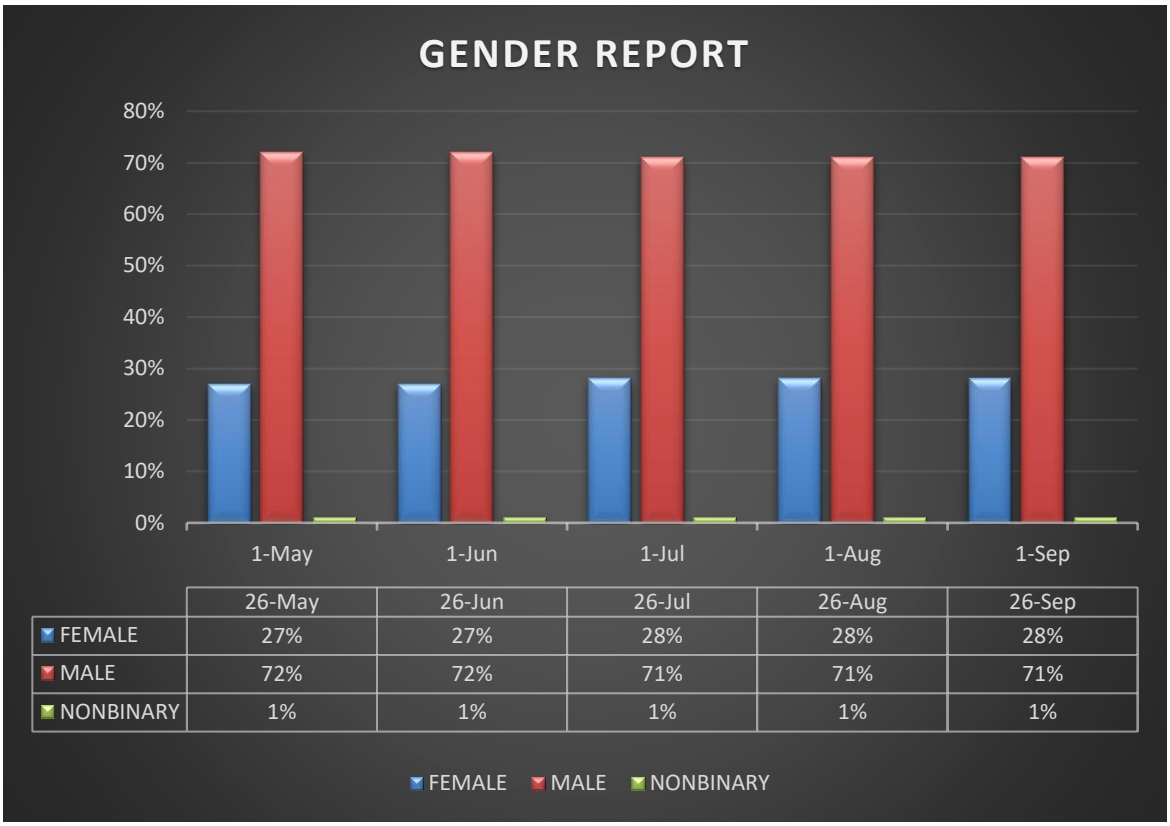
EEO DEMOGRAPHICS



	26-May	26-Jun	26-Jul	26-Aug	26-Sep
CAUCASIAN	304	301	301	296	298
MINORITY	89	85	82	79	78
TWO OR MORE RACES	1	1	1	1	1

HUMAN RESOURCES

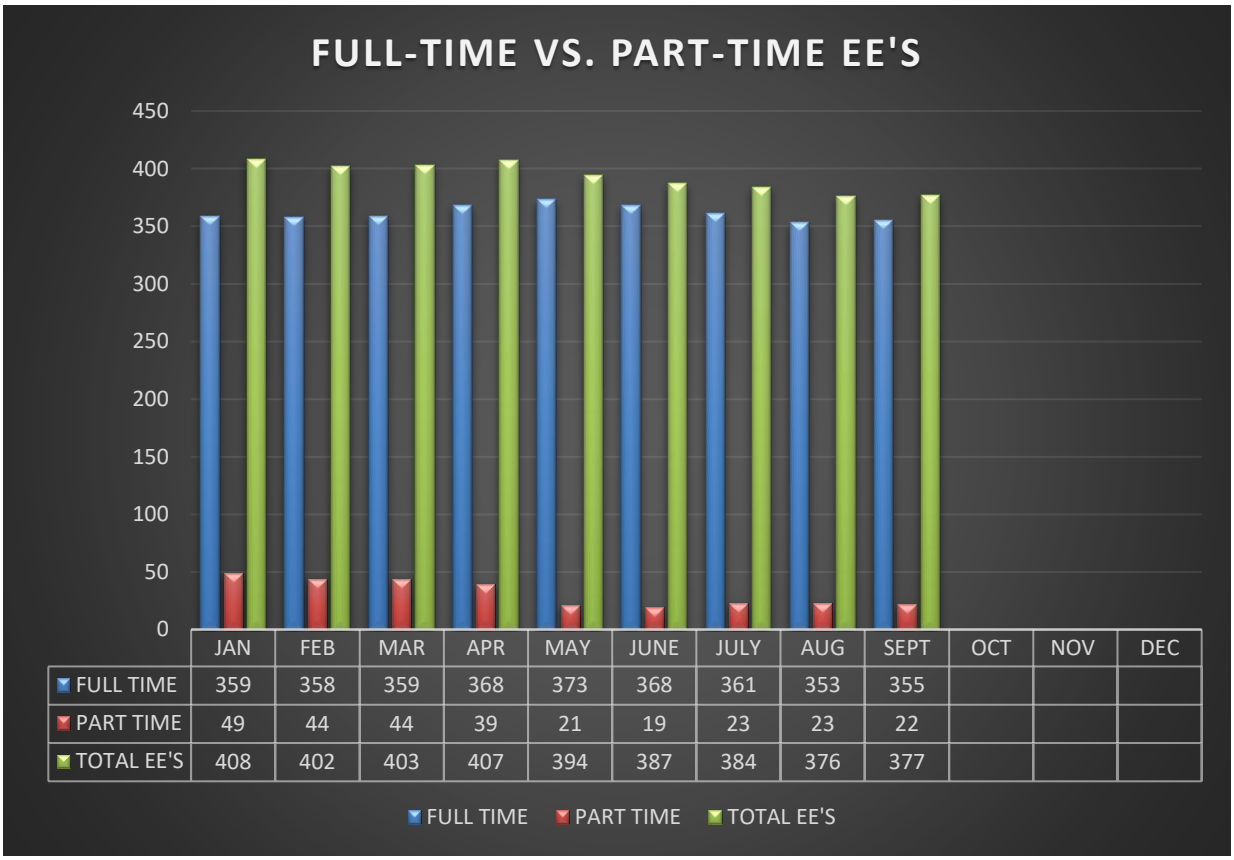
GENDER REPORT



	26-May	26-Jun	26-Jul	26-Aug	26-Sep
FEMALE	27%	27%	28%	28%	28%
MALE	72%	72%	71%	71%	71%
NONBINARY	1%	1%	1%	1%	1%

HUMAN RESOURCES

FULL-TIME VS. PART-TIME EE'S

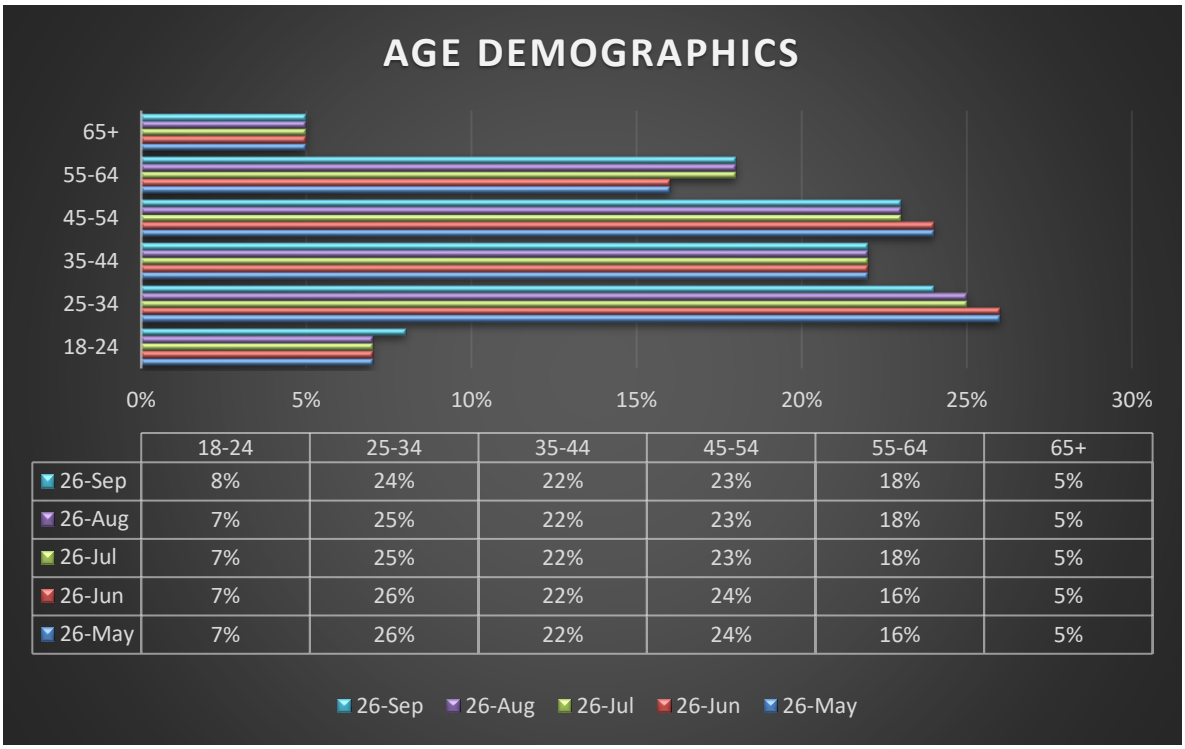


	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
FULL TIME	359	358	359	368	373	368	361	353	355			
PART TIME	49	44	44	39	21	19	23	23	22			
TOTAL EE'S	408	402	403	407	394	387	384	376	377			

Numbers do not reflect per diem, committees, or council members.

HUMAN RESOURCES

INTERNAL EE AGE DEMOGRAPHICS



	18-24	25-34	35-44	45-54	55-64	65+
26-Sep	8%	24%	22%	23%	18%	5%
26-Aug	7%	25%	22%	23%	18%	5%
26-Jul	7%	25%	22%	23%	18%	5%
26-Jun	7%	26%	22%	24%	16%	5%
26-May	7%	26%	22%	24%	16%	5%

HUMAN RESOURCES

HIRING DETAILS

Position Hired: MOTOR EQUIPMENT OPERATOR I, CUSTOMER SERVICE SUPERVISOR, POLICE PATROLMAN ACADEMY (4)
Position Terminated/Resigned/Retired/Other: ELECTRICAL ENGINEER I, FIELD SUPERVISOR II, CIVIL ENGINEER I, MOTOR EQUIPMENT OPERATOR (2), ARBORIST, ASSISTANT TO THE DIRECTOR OF COUNCIL AFFAIRS AND CONSTITUENT SERVICES, POLICE PATROLMAN (2)
Terminal Leave: N/A

CURRENT VACANT POSITIONS

OPEN POSITIONS	ORIGINAL POSTING DATE	STATUS
CONSTRUCTION MANAGER/WATER & WASTEWATER	10/23/2026	FT
GIS SPECIALIST/ELECTRIC DEPARTMENT	10/19/2026	FT
EVIDENCE TECHNICIAN/POLICE DEPARTMENT	10/15/2026	FT
WATER /WASTEWATER MAINTENANCE SUPERVISOR/DEPARTMENT OF WATER & WASTEWATER	10/14/2026	FT
WATER SERVICE PERSON/DEPARTMENT OF WATER AND WASTEWATER (IN-HOUSE)	10/13/2026	FT
LIBRARY CLERK I - DOVER LIBRARY	10/5/2026	PT
MOTOR EQUIPMENT OPERATION I - STREETS/PUBLIC WORKS	9/29/2026	FT
CIVIL ENGINEER I/DEPARTMENT OF WATER AND WASTEWATER	9/23/2026	FT
ASSISTANT TO THE DIRECTOR OF COUNCIL AFFAIRS AND CONSTITUENT SERVICES/FOIA COORDINATOR/CITY CLERKS OFFICE	9/15/2026	FT
ARBORIST/PARKS AND RECREATION DEPARTMENT	8/31/2026	FT
ELECTRICAL ENGINEERING I/ELECTRIC DEPARTMENT	8/14/2026	FT
GROUNDS WORKER I/ELECTRIC DEPARTMENT	8/4/2026	FT
HUMAN RESOURCES COORDINATOR/HUMAN RESOURCES DEPARTMENT	7/16/2026	FT
INSPECTOR I/PLANNING DEPARTMENT	7/9/2026	FT
INSPECTOR II/PLANNING DEPARTMENT	7/9/2026	FT
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

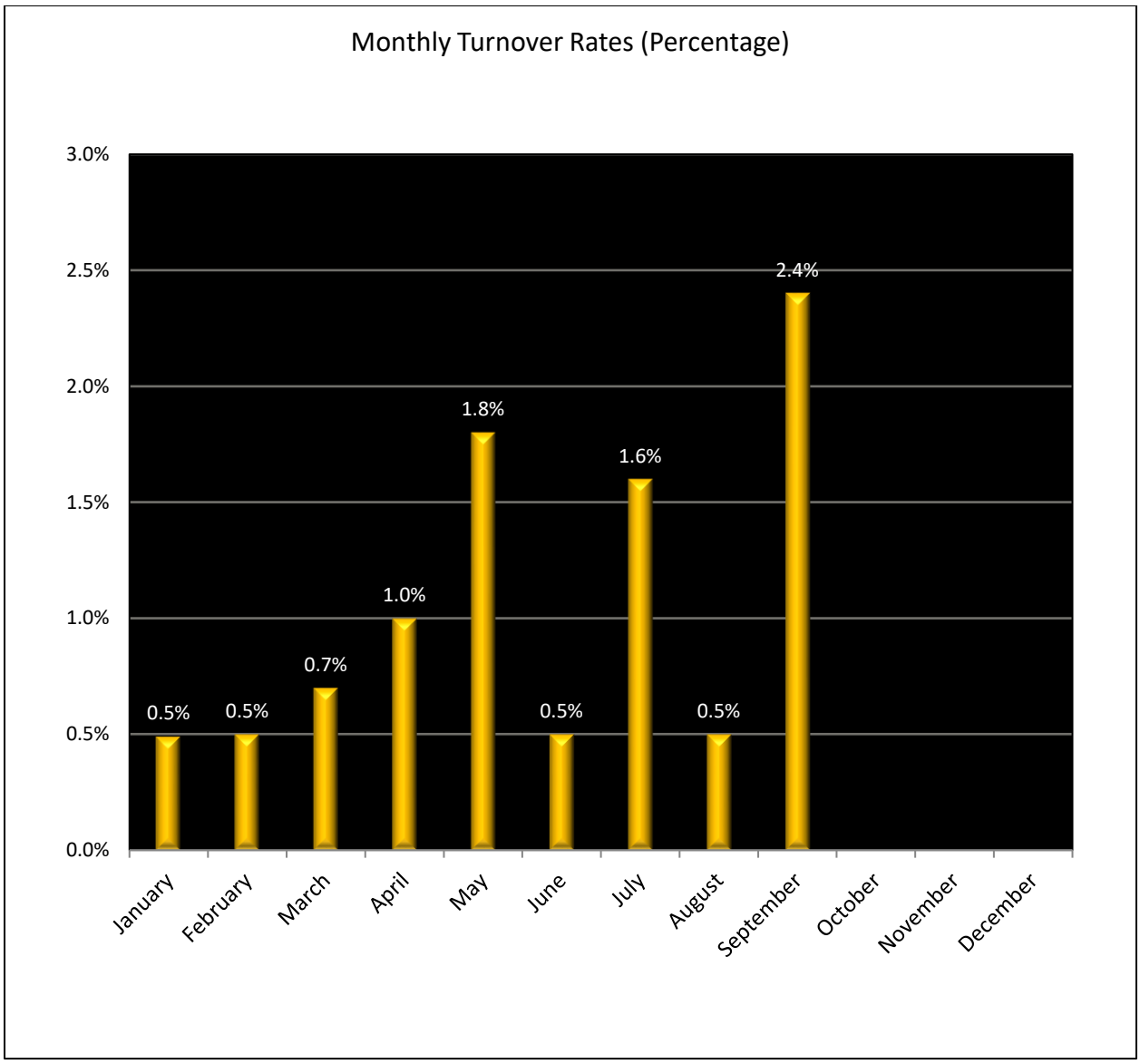
**Not used for Budgeting Purposes*

HUMAN RESOURCES

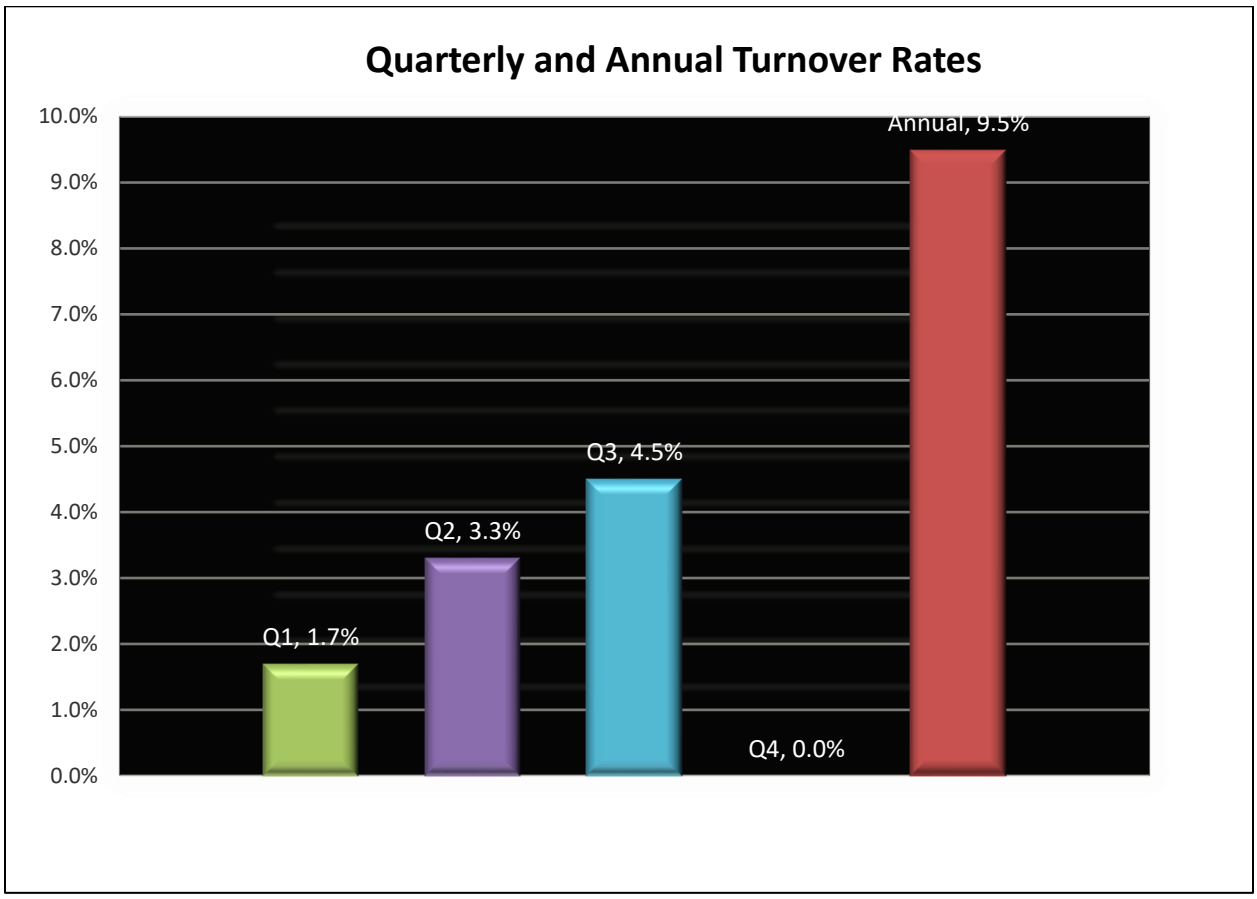
TURNOVER STATISTICS

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	6	384	1.6%		
August	2	376	0.5%		
September	9	377	2.4%	**4.5%**	
October					
November					
December				**0.0%**	**9.5%**

HUMAN RESOURCES



HUMAN RESOURCES



HUMAN RESOURCES

SEPTEMBER WORKER'S COMPENSATION DATA

MONTH	AUG-26	SEPT-26
WORKERS COMP INJURY DETAIL	2	0



Respectfully Submitted by H. Naomi Poole

CITY OF DOVER DELAWARE

September 2026 INFORMATION TECHNOLOGY DEPARTMENT

CITY MANAGER REPORT

www.cityofdover.gov | *Innovation. Service. Community.*

IT SUPPORT UPDATE



- Network monitoring and reporting fully implemented.
- Real-time visibility into device health, performance, and availability.
- Automated insights allow faster response to network issues.

IT PROJECTS OVERVIEW

Key initiatives driving technology forward.

- Network Modernization Project
- Hardware Inventory Project
- System Automation & Workflow Improvements
- .gov Email Domain Transition

NETWORK MODERNIZATION PROJECT



- Server configuration work completed.
- Munis server upgrade paused until November 2026.
- Working with the vendor to resolve billing issues.

CYBERSECURITY MONTH PREPAREDNESS

- Employee cybersecurity awareness training rollout.
- Phishing and social engineering training.
- Training participation and completion tracking.
- Endpoint protection and security patch validation.
- Multi-factor authentication (MFA) coverage review.
- User and privileged access validation.
- Backup and recovery readiness checks.
- Security logging, alerts, and vulnerability reviews.
- Employee security incident reporting reminders and best practices.

SYSTEM AUTOMATION & WORKFLOW IMPROVEMENTS



- Mapping and refining workflows for efficiency.
- Reviewing outdated user accounts.
- Planned SharePoint updates for Windows and email training resources.
- Workflow drafts to be reviewed by department heads.

.GOV DOMAIN TRANSITION



- Email transition to .gov completed.
- Legacy domain to be fully decommissioned in 2030.
- If assisting staff with updating external apps, websites, and printed materials.

HARDWARE INVENTORY PROGRESS



- All surplus and discontinued devices identified.
- Documentation ongoing for City audits.
- Next steps: conduct audit, update inventory, and complete FY28 capital replacement plan.

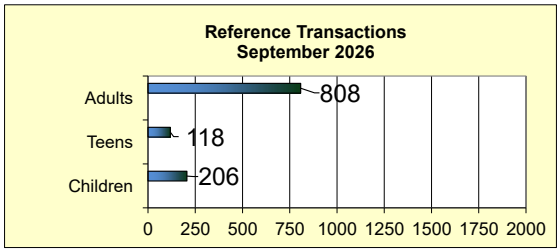
NEXT STEPS & OCTOBER PRIORITIES

- [x] Continue IT project execution and network improvements.
- [x] Advance Cybersecurity Month activities (training rollout and security validation tasks).
- [ ] Resolve Munis vendor billing issues and prepare to resume server upgrade in November.
- [ ] Complete hardware inventory audit and finalize automation workflows.





DOVER PUBLIC LIBRARY



Circulation	September '26	FYTD '27	September '25	FYTD '26
City of Dover Residents	8,595	28,964	8,785	30,205
Electronic Materials	7,575	23,849	8,127	25,816
Kent County Residents	9,977	33,158	10,541	32,374
Non-County Residents	1,230	4,105	950	3,242

New Library Registrations				
City of Dover Residents	238	717	329	987
Kent County Residents	243	471	201	514
Non-County Residents	3	7	11	18

Registered Library Users as of 09/30/2026		Registered Library Users as of 09/30/2025	
City of Dover Residents	19,295		19,755
Kent County Residents	11,071		10,234
Non-County Residents	674		682
TOTAL	31,040		30,671

Other				
Visitors	14,520	47,001	13,979	46,948
Meeting Room Attendance	2,857	9,356	2,834	7,828
Number of Computer Users	1,549	4,684	1,672	4,889
Number of Wireless Computer Users	1,543	4,478	1,645	4,842
Inter/Intralibrary - Loaned	44		37	
Inter/Intralibrary - Borrowed	85		90	
Holds Sent	2,629		2,722	
Holds Received	1,559		1,625	
TOTAL	4,317	13,454	4,474	13,854
Tech Services/Items Added	1,265		1,137	
Tech Services/Items Deleted	1,551		1,303	
Passport Services/Customers	211	615	194	649
Passport Services/Revenue	$8,274	$24,323	$7,570	$24,975

Monthly Highlights

►411 attended 45 programs for adults.
►158 attended 12 program for teens.
►760 attended 32 programs for children.
► 0 volunteers.

Program Spotlight



Jane Goodall's Youth Roots & Shoots Startup Meeting

Jane Goodall's Roots & Shoots is a global youth program founded by Dr. Jane Goodall that empowers young people to make a difference for animals, people, the environment, and their community. We are proud to be an official chapter at the Dover Public Library.

Youth ages 8-18 can join us to lead and participate in community service projects that create lasting change. Whether it is helping local wildlife, supporting those in need, or improving the environment, there are countless ways to get involved. The first meeting we will discuss project ideas and the following meetings will be spent planning the execution of projects.

Participants will earn service hours, gain leadership experience, and play a role in shaping projects within the library and community. Join us to make a lasting impact in Dover. Meetings take place every month on the 4th Thursday at 5:00pm. This program is intended for youth ages 8-18 years old.

We value inclusion and access for all participants and are pleased to provide accommodations for this event. Please contact Carlee Hayden at Carlee.Hayden@lib.de.us or 302-760-4924 to make a reasonable accommodation request at least one week before the event.

Date: Thursday, September 24, 2026 Show more dates
Time: 5:00pm - 6:00pm Eastern Time
Location: Children's Program Room
Library: Dover Public Library
Audience: Children Teens Tweens
Categories: Community and Culture

Parks & Recreation

Monthly Report – September 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 and leagues have come to an end! John W Pitts Center held our yearly Veterans Stand Down Event. The event has been held here for 10 years now! All Fall Sports are starting and we welcomed a new league this year, Flag football!!!

Grounds Department: The department has made a huge progress in the August 2026 storm clean up. The department has also been busy helping downtown area stay cleaned. They are preparing for the upcoming holidays around town.





September 2026	
General Recreation	$3013.00
Sports	$1323.00
Leagues	$4038.00
Trips	$902.00
Bldg., Field Pavilion Stage Permits	$475.00
Camps	$1115.00

September 2025	
General Recreation	$1441.00
Sports	$1319.00
Leagues	$3420.00
Trips	$3388.00
Bldg., Field Pavilion Stage Permits	$500.00
Camps	$575.00

Sports & Leagues

Activity	Participants	Location
Soccer League	189	Schutte Park Fields
For Her Basketball	16	John W. Pitts Center
Skills and Drills	28	John W. Pitts Center
Men's Senior Softball	120	Schutte Park Softball Fields
Flag Football	79	Schutte Park Pavilion Fields

Parks & Recreation # of Programs	Sept 26		FYTD 27		Sept 25		FYTD 26
Recreation & Enrichment Classes	12		42		9		22
Open Gym	96		186		93		136
Leagues	7		27		7		13
Bldg., Field, Facility, Stage permits	4		21		7		19
Camps and Trips	1		15		1		19

Grounds Monthly Report

September-2026

Arborist Crew:

- Clean up from storm damage
- Trimmed trees

Beautification Crew:

- Prepped flower beds for tulip planting
- Sprayed weeds
- Installed fall decorations

Mowing Crew:

- Mowing routes on schedule
- Sprayed weeds

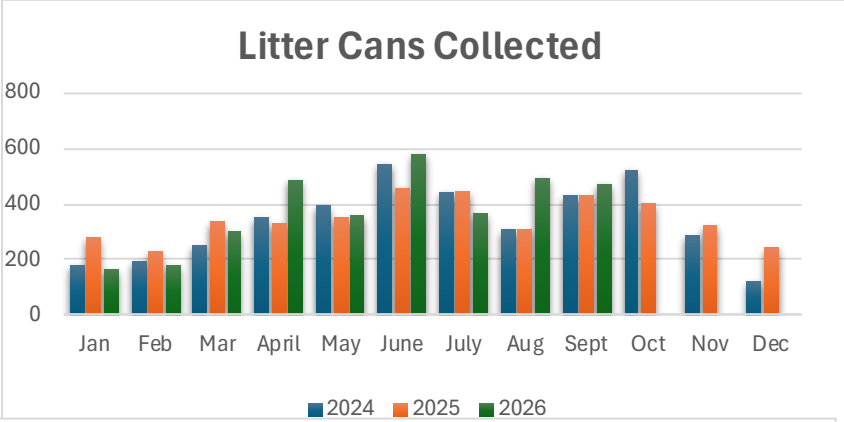
Litter Removal:

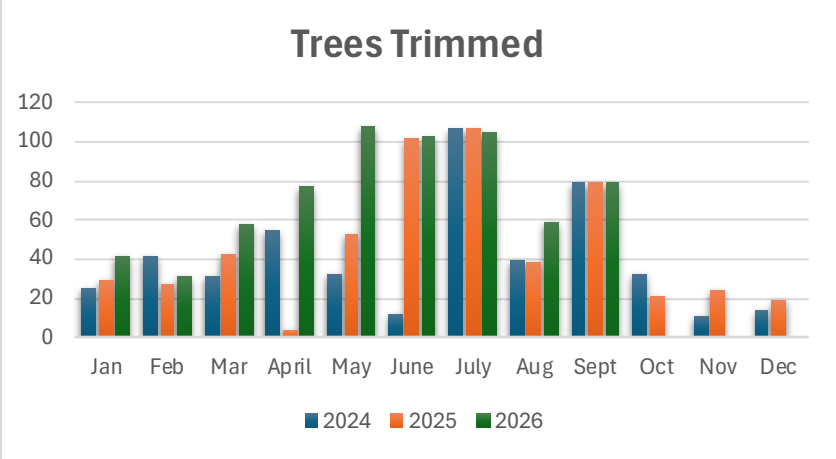
- Litter route picked up on schedule
- 469 cans picked up
- Cleaned up homeless camps

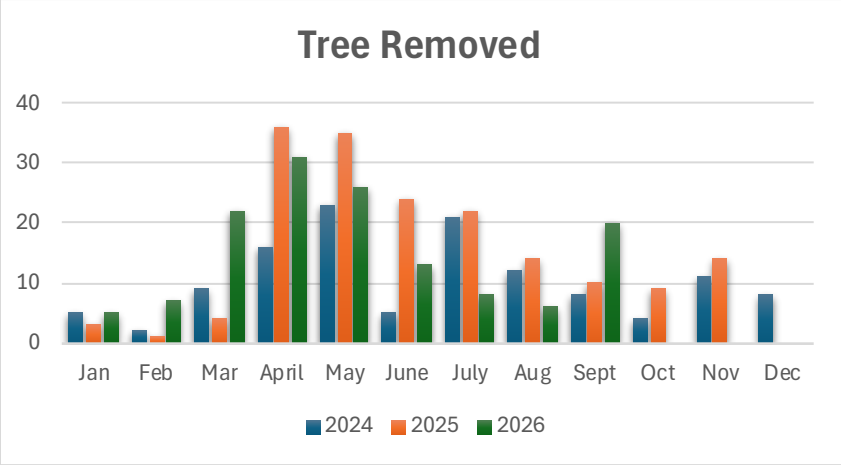
Parks Crew:

- Maintained athletic fields
- Set up for events
- Added millings to Schutte Park
- Repaired 2 gates and Schutte Park

Arborist Crew	
Tree Work	**Completed**
Tree's Trimmed	79
Tree's Removed	20
Root Pruning	0
Stumps Removed	0
Trees Planted	0







City Planner's Monthly Report

Department of Planning & Inspections

September 2026

Planning & Inspections Highlights

Some Items to Call to Your Attention

Planning Office staff reviewed 62 Building Permits and 6 Certificate of Occupancy Permits. Staff also provided support to the Planning Commission (4 applications) and the Historic District Commission (3 applications). One (1) vacancy remains: the Director. Due to the remaining vacancy, the Department continues to utilize a consultant to assist staff in addressing the current workload.

During September, the Community Development Office worked on Consolidated Annual Performance and Evaluation Report (CAPER). Staff received the PY2026 CDBG award letter. Staff worked on shelter & supportive services for Dover Interfaith Mission and the CDHC House of Hope. Staff also worked with Habitat for Humanity and Milford Housing to ensure proper procedures were followed during their construction phase.

Construction activity in September included both residential and non-residential projects having Building Permits and Certificates of Occupancy issued. Residential development areas consisted of a renovation to 446 Topaz Circle. Non-residential development included a temporary certificate of occupancy at 350 Lafferty Lane and commercial renovations at 1037 N Dupont Highway, 200 Banning Street, and 1237 N DuPont Highway. Overall, 158 permits were issued, resulting in 181inspections.

The Inspections Division consists of both Building Inspections and Permitting & Licensing. Within Building Inspections, two (2) vacancies remained, one (1) for the Chief Building Inspector and one (1) for a Building Inspector. 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 distributed Business Licenses in September.

Code Enforcement staff conducted Annual Housing Inspections (53 cases) as part of the Rental Dwelling Permit program. Other Code Enforcement cases focused on exterior property maintenance issues/violations (44 cases) and *Dover Code of Ordinance* violations (76 cases). In addition, Tall Grass and Weeds were addressed (143 cases). September ended with 165 registered vacant buildings, 74 dangerous buildings, and 7,947 rental dwellings.

Planning & Inspections Revenue			
Revenue Stream	FY 2027 Revenue Estimates from Budget	FY2027 Actual (YTD) September	% of Budget
Business License	$1,540,000	$ 1,365,107	89%
Manufactured Home License	$16,000	$ 12,051	75%
Building Permits	$500,000	$ 185,234	37%
Cert. of Occupancy	$9,000	$ 2,595	29%
Public Occupancy	$45,000	$ 1,957	4%
Lodging House	$20,000	$ -	0%
Plumbing/Heating/Air	$110,000	$ 30,378	28%
Rental Inspection Fee	$750,000	$ 32,808	4%
Miscellaneous	$20,000	$ 3,198	16%
Fire Protection Fees	$100,000	$ 44,257	44%
Code Enforcement Fines	$80,000	$ 30,810	39%
Vacant Building Reg.	$50,000	$ 30,125	60%
Total P&I Revenue	**$3,240,000**	$ 1,738,520	54%

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 for potential new developments. The ribbon cutting for the Kent County Family Courthouse opening occurred on September 17, 2026. The Planning Consultant, the Rossi Group remains available to assist with certain plan and permit review tasks and development inquiries as necessary.

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 September 2026, Planning Staff was involved with the review of 62 Building Permits and 6 Certificates of Occupancy that were issued for a monthly total of 68 and a calendar year total of 635. 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 654 and also less than 2024 at 708. Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

2026: Welcome to Dover! Progress in Pictures



446 Topaz Circle – Renovation due to fire damage



1037 N DuPont Highway - Restaurant

2026: Welcome to Dover!

Progress in Pictures— Continued



200 Banning Street Suite 340 – Commercial Renovations for Medical Office



350 Lafferty Lane, Building A – Commercial Building – Temp C/O

2026: Welcome to Dover!

Progress in Pictures— Continued

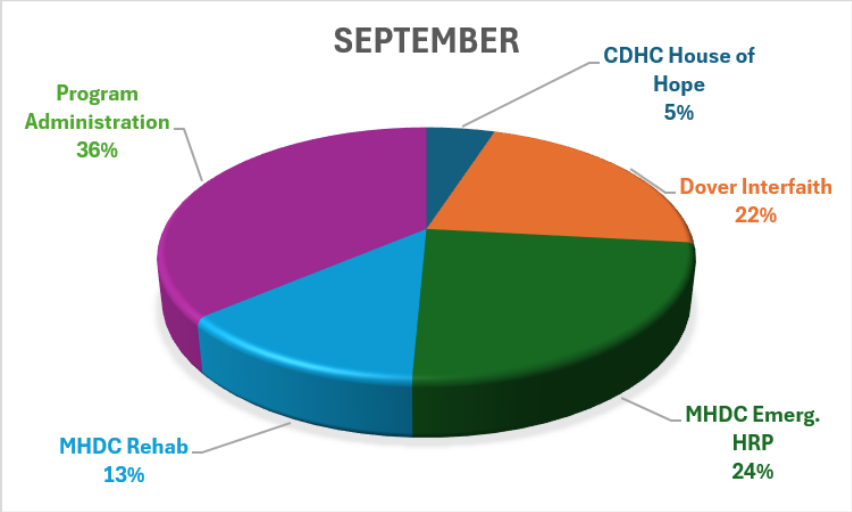


1237 N DuPont Highway –

Commercial Renovations

COMMUNITY DEVELOPMENT OFFICE

Monthly Report – September 2026



Program Administration, Professional Development & Compliance Oversight
September focused heavily on completion of the 2025 Consolidated Annual Performance and Evaluation Report (CAPER). The City published the required 15-day public notice and comment period, received no public comments, and submitted the CAPER to HUD on time.

The City also received its PY2026 CDBG Award Letter from HUD, confirming the City's current-year entitlement funding.

Additional professional and program administration activities during the month included:

- Attended the Restoring Central Dover Advisory Committee meeting.
- Completed Grants Closeout and Audit Readiness training.
- Met with a HUD representative to discuss environmental review requirements and processes.
- Completed 9 Continuing Professional Education (CPE) hours toward the CPFO credential.
- Prepared for the September 29th City Council meeting regarding the PCC CDBG renovation allocation, including compiling and reviewing project records, supporting documentation, and compliance information, and preparing the staff presentation.

Homeowner Rehabilitation
Milford Housing reported five qualified homeowners currently needing varying levels of rehabilitation assistance. Three applicants are currently in the contractor quote phase, while the remaining two are being assessed to determine the scope of repairs needed.

Habitat for Humanity
Habitat for Humanity has initiated the environmental review process for its planned affordable home construction project on W. Division Street. The environmental review

must be completed before the project can proceed with applicable CDBG-assisted activities.

Shelter & Supportive Services

CDHC House of Hope

House of Hope reported that 16 clients were served out of 20 referrals during September. Two individuals did not come to the shelter, while two additional individuals could not be accommodated because the ADA bathroom renovations were not yet complete.
The renovation project was successfully completed at the end of September, including improvements to both bathrooms and the laundry room. Completion of these improvements will allow the shelter to fully utilize the renovated facilities and improve accessibility for residents.

Dover Interfaith Mission for Housing

Dover Interfaith Mission for Housing reported that 26 men received services during September through its emergency shelter and transitional housing programs. Services included:

- Case management
- Health care assistance
- Workforce development

The women's shelter reported serving 18 households and 8 children during September. During the month:

- 4 guests secured housing
- 2 guests obtained employment
- 5 guests were referred to supportive services
- 5 guests received transportation assistance
- 7 children were connected with school or childcare providers

September 2026						
CASE TYPE	MTD	MTD FY26	%	YTD FY27	YTD FY26	YTD %
No Valid Rental Permit	72	30	140%	231	101	129%
No Valid Building Permit	9	2	350%	32	11	191%
Tall Grass and Weeds	143	37	286%	405	192	111%
Additional Tall Grass and Weeds	36	12	200%	89	39	128%
Annual Housing Inspection	53	14	279%	107	82	30%
Property Maintenance Exterior	44	33	33%	198	141	40%
Electric Termination	11	14	-21%	22	37	-41%
Dover Code of Ordinances	76	34	124%	280	119	135%
Dangerous Buildings	7	7	0%	23	14	64%
Zoning	3	10	-70%	26	19	37%
Total Cases	531	357	49%	1,665	857	94%
Total Inspections	1,383	847	63%	4,011	2,036	97%
Total Admin Inspections	8	8	0%	37	29	28%
Total # of Violations	663	374	77%	2,120	898	136%

Dangerous Buildings, Vacant Buildings, Demolitions

- **Vacant Buildings currently registered - 165**
- **Dangerous Buildings – 74**
- **Rental Dwellings – 7,947**

Boards & Commissions

There were Meetings in September of the Boards and Commissions supported by the Planning Office. The Planning Commission met on September 21, 2026 to consider two Revised Site Plan and Architectural Review Certifications, and two Site Development Plans. The Planning Commission also welcomed new Planning Commission member, Mrs. Donna Lee Williams. The Rossi Group also presented the Regulatory Analysis Summary Report as part of the ongoing activities of the SJR8 Technical Assistance for Housing and Land Use Reform. The Board of Adjustment did not meet in September 2026. The Historic District Commission met on September 17, 2026 to consider the Referral of a Permit for Architectural Review Certification and two project Revisions for Revised Architectural Review Certification.

Planning Commission: The Planning Commission met on September 21, 2026. The next Planning Commission meeting is scheduled for October 19, 2026. There was a Presentation and Discussion of the City of Dover DSHA Technical Assistance for Housing and Land Use Reform - Presentation on City of Dover Regulatory Analysis Summary Report and Annual Meeting of the Planning Commission (Nomination and Election of Officers and Appointment to Subcommittees) was tabled.

- HI-25-01 Revised #2 and S-25-07 Revised #2 The Old Post at 55 Loockerman Plaza – The Planning Commission granted conditional approval for the Revised Architectural Review Certification and Revised Site Development Plan Application for redevelopment of the Old Dover Post Office property consisting of 1.267 acres for a mixed-use project (commercial and residential uses) known as The Old Post as Revised. This Revised #2 Plan proposes the demolition of the existing building in its entirety and reconstruction of the front building portion its current form adding the second-floor addition to the front wings of the building and with the four-story rear Building Addition. Architectural Revisions request utilization of an EIFS brick exterior cladding system in place of the conventional and thin brick materials for the building elevations. This Revised #2 Plan seeks to increase the apartment unit count from 42 to 45 units while keeping the exact same building footprint and total building square footage as previously approved. The overall project will consist of a building with forty-five (45) residential apartment units and commercial space and with parking and other site improvements. The property is zoned C-2 (Central Commercial Zone), subject to the SWPOZ (Source Water Protection Overlay Zone), and subject to the H (Historic District Zone). The property is located on the north side of Loockerman Plaza and adjacent to Innovation Way. The owner of record is The Old Post, LLC. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000. Council District 4. *For Consideration with Revision: Parking Strategy Statement and Active Recreation Area Plan. Application HI-25-01 was considered for Architectural Review Certification at the Historic District Commission Meeting of February 20, 2025 and as Revised at their November 20, 2025 Meeting. Application S-25-07 was granted conditional approval of the Site Plan and Architectural Review Certification by the Planning Commission on March 17, 2025 and as Revised at their December 15, 2025 Meeting.*

- HI-25-02 Revised and S-25-11 Revised The Governor: Mixed Use Building at 120 S Governors Avenue – The Planning Commission granted conditional approval of the Revised Architectural Review Certification and Revised Site Development Plan Application for the construction of a four story, 169,080 SF Mixed Use Building including a grocery, retail and restaurant spaces, a child day care, 120 apartment units, and a roof-top courtyard with site improvements of a parking lot, a courtyard, and landscaping. The Revision includes refinement to the building architectural elevations and materials, and adjustments to the building entrances, courtyard and loading areas. The main parcel contains 1.70 +/- acres. The properties are zoned C-2 (Central Commercial Zone) and partially subject to H (Historic District Zone). The properties are located on the west side of South Governors Avenue and halfway between Reed Street and West Loockerman Street. The owners of record are Downtown Dover Development Corporation c/o Downtown Dover Partnership and The City of Dover. Property Addresses: 105 S. New Street, 111 S. New Street, 115 S. New Street, 120 S. Governors Avenue, Dover, DE. Tax Parcels: ED-05-077.09-01-44.00-000, ED-05-077.09-01-37.00-000, ED-05-077.09-01-42.00-000, ED-05-077.09-01-43.00-000. Council District 4. *Waiver Approved for Opaque Barrier – Fence Components and Approved Parking Strategy Statement. This Application HI-25-02 was considered at the Historic District Commission Meeting of July 17, 2025 and granted conditional approval of the Site Plan and Architectural Review Certification by the Planning Commission with Application S-25-11 The Governor 120 S Governors Avenue on September 15, 2025.*

- S-26-13 Winner Subaru Building Additions at 1387 North DuPont Highway – The Planning Commission granted conditional approval of the Site Development Plan Review to permit the construction of 12,346 SF in Building Additions to the existing auto dealership building and site improvements on a 5.48-acre parcel for Motor Vehicle Sales and Service Establishment. The project entails the construction of a new 8,817 SF +/- Building Addition, a new 3,336 SF +/- Building Addition, and an additional new 193 SF +/- Building Addition, and associated parking and site improvements. The property is zoned C-4 (Highway Commercial Zone) and a portion is subject to the SWPOZ (Source Water Protection Overlay Zone): Tier 3-Excellent Recharge Area. The property is located on the east side of North DuPont Highway and northwest of the entrances to the Dover Mall. The owner of record is 1387 N. Dupont Highway, LLC c/o Michael Hynansky and lessee is Winner Dover 1387, LLC c/o Michael Hynansky. Property Address: 1387 North DuPont Highway, Dover DE. Tax Parcel: ED-05-057.00-01-15.00-000. Council District 3. *Waiver Approved: Reduction of Arterial Street Buffer.*

- S-26-14 William Henry Campus Improvements at 65 Carver Road, Dover, DE – The Planning Commission granted conditional approval of the Site Development Plan for the demolition of an existing 140,382 SF school buildings (William Henry) and portion of the Kent County Community School (KCCS) and construction of a new 81,362 SF Kent County Secondary Intensive Learning Center, a 36,098 SF Addition for KCCS and a head house associated with the new geothermal system. The proposal also includes site work consisting of a new bus and parent dropoff/pickup loops, parking lots, vehicular and pedestrian circulation, and a geothermal system field. The property is zoned IO (Institutional and Office Zone) and also partly subject to the COZ-1 (Corridor Overlay Zone). The Owner of record is Dover Special School District (Capital School District). The Property consists of 45.46 Acres. The Property is located on the north side of Forest Street and east of Carver Road. Property Address: 65 Carver Road, Dover, DE. Tax

Parcel: ED-05-076.07-01-55.00. Council District 4. *Waiver Request Approved: Reduction of Parking Requirement.*

Board of Adjustment: The Board of Adjustment did not meet in September 2026. The next Board of Adjustment meeting is scheduled for October 21, 2026.

Historic District Commission: The Historic District Commission met on September 17, 2026. The next Historic District Commission meeting is scheduled for October 15, 2026.

- HI-26-05 Referral of Fence Permit #26-1349 at 317 S Governors Avenue – The Commission granted approval of the Architectural Review Certification with conditional upon consideration of Fence Permit #26-1349 as Referred by the City Planner to the Historic District Commission. The project proposes a 6-foot matte vinyl tan fence on the southern side yard of the property located at 317 S Governors Avenue. Property is zoned C-2A (Limited Central Commercial Zone) and subject to the H (Historic District Zone). The owner of record is Rasheedat Hill. Property Address: 317 S Governors Ave. Tax Parcel: ED05-077.09-04-44.00-000. Council District 4.

- HI-25-01 Revised #2 and S-25-07 Revised #2 The Old Post at 55 Loockerman Plaza – The Historic District Commission recommended conditional approval of the Revised Architectural Review Certification and Revised Site Development Plan Application for redevelopment of the Old Dover Post Office property consisting of 1.267 acres for a mixed-use project (commercial and residential uses) known as The Old Post as Revised. This Revised #2 Plan proposes the demolition of the existing building in its entirety and reconstruction of the front building portion its current form adding the second-floor addition to the front wings of the building and with the four-story rear Building Addition. Architectural Revisions request utilization of an EIFS brick exterior cladding system in place of the conventional and thin brick materials for the building elevations. This Revised #2 Plan seeks to increase the apartment unit count from 42 to 45 units while keeping the exact same building footprint and total building square footage as previously approved. The overall project will consist of a building with forty-five (45) residential apartment units and commercial space and with parking and other site improvements. The property is zoned C-2 (Central Commercial Zone), subject to the SWPOZ (Source Water Protection Overlay Zone), and subject to the H (Historic District Zone). The property is located on the north side of Loockerman Plaza and adjacent to Innovation Way. The owner of record is The Old Post, LLC. Property Address: 55 Loockerman Plaza. Tax Parcel: ED-05-077.05-04-53.00-000. Council District 4. *For Consideration with Revision: Parking Strategy Statement and Active Recreation Area Plan. Application HI-25-01 was considered for Architectural Review Certification at the Historic District Commission Meeting of February 20, 2025 and as Revised at their November 20, 2025 Meeting. Application S-25-07 was granted conditional approval of the Site Plan and Architectural Review Certification by the Planning Commission on March 17, 2025 and as Revised at their December 15, 2025 Meeting.*

- HI-25-02 Revised and S-25-11 Revised The Governor: Mixed Use Building at 120 S Governors Avenue – The Historic District Commission moved to deny the Revised Architectural Review Certification and have a revised design reproposed or presented to the Commission at a future meeting. The project under consideration was the Revised Architectural Review Certification and Revised Site Development Plan Application for the construction of a four story, 169,080 SF Mixed Use Building including a grocery, retail and restaurant spaces, a child day care, 120 apartment units, and a roof-top courtyard with site improvements of a parking lot, a courtyard, and landscaping. The Revision includes refinement to the building architectural elevations and materials, and adjustments to the building entrances, courtyard and loading areas. The main parcel contains 1.70 +/- acres. The properties are zoned C-2 (Central Commercial Zone) and partially subject to H (Historic District Zone). The properties are located on the west side of South Governors Avenue and halfway between Reed Street and West Loockerman Street. The owners of record are Downtown Dover Development Corporation c/o Downtown Dover Partnership and The City of Dover. Property Addresses: 105 S. New Street, 111 S. New Street, 115 S. New Street, 120 S. Governors Avenue, Dover, DE. Tax Parcels: ED-05-077.09-01-44.00-000, ED-05-077.09-01-37.00-000, ED-05-077.09-01-42.00-000, ED-05-077.09-01-43.00-000. Council District 4. *Waiver Previously Approved for Opaque Barrier – Fence Components and Approved Parking Strategy Statement. This Application HI-25-02 was considered at the Historic District Commission Meeting of July 17, 2025 and granted conditional approval of the Site Plan and Architectural Review Certification by the Planning Commission with Application S-25-11 The Governor 120 S Governors Avenue on September 15, 2025.*

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 revisions to the plans for The Old Post (mixed use building including apartments) and The Governor at 120 S. Governors Avenue. Also, the City is involved in planning for water and sanitary sewer improvement projects for the Loockerman Street corridor. Construction activities at the Dover Mobility Center project are underway with foundation work. A public Open House was held on September 22, 2026 to provide updates on projects.

- **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 research, and work tasks related to housing and evaluation of existing code. The consultant presented the Draft Regulatory Analysis Report and project updates to the Council Committee of the Whole on September 15, 2026 and to the Planning Commission on September 21, 2026. We are also working on preparing for a public outreach workshop in October.

Construction Activities

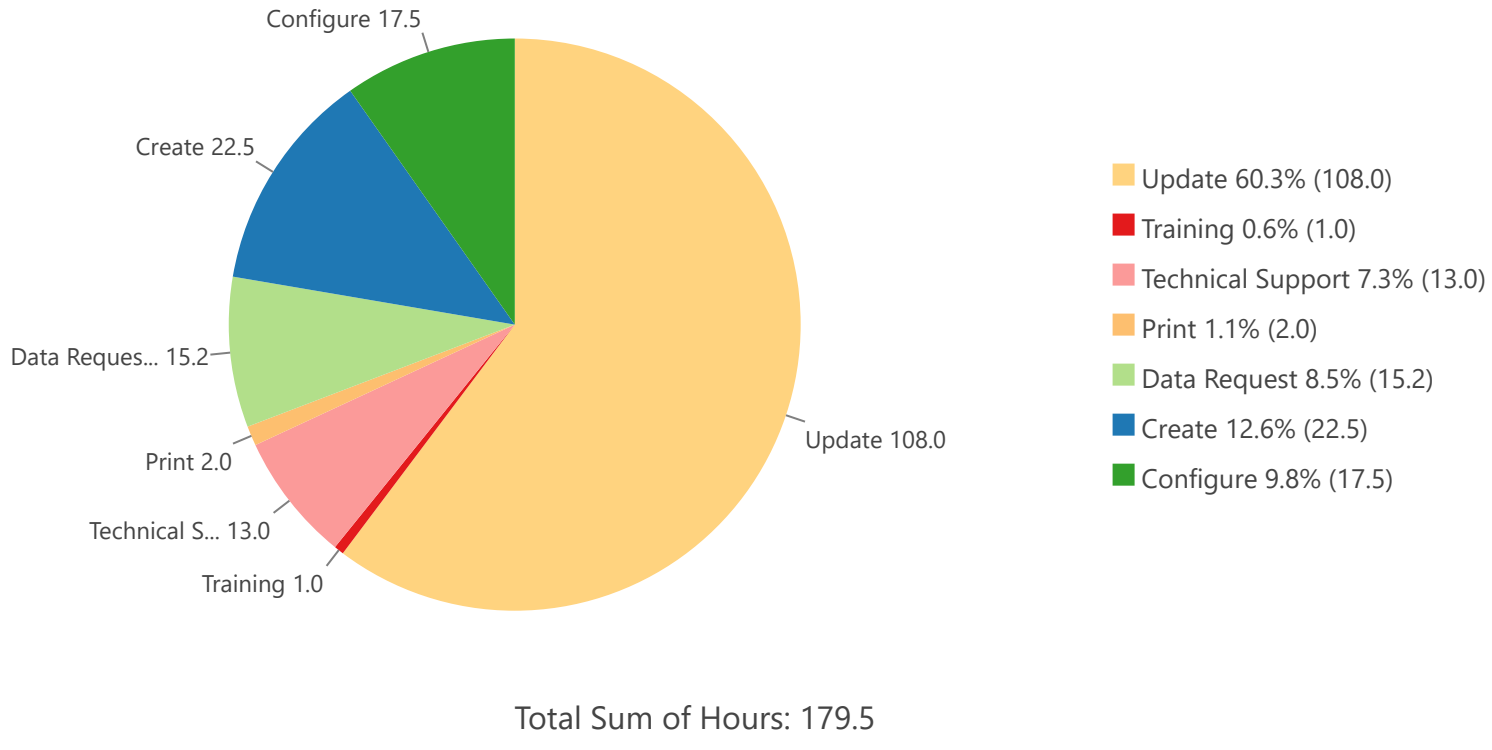
- In September 2026, Residential Building Permits were issued for three (3) Apartment Buildings (total of 36 units) in the Eden Hil Farm TND along Ann Moore Street; and a single-family detached dwelling on Acorn Lane.
- Certificates of Occupancy were issued for a residential renovation in Emerald Point and a multi-family unit building on South Governors Avenue.
- Building Permits were issued in September for renovation projects at Bayhealth Medical Center; interior renovations for mixed use at 144 S. Governors Avenue; interior renovations and window replacements at the Jesse Cooper Building; interior renovations to medical offices at 540 S. Governors Avenue; the Dover Mobility Center Parking Garage (HI-24-09/S-25-01); renovations to the Aloe & Carr offices; a Parking Lot Expansion at Calvary Baptist Church on Forrest Avenue (S-26-12); a roof replacement project at Delaware Economic Development Office Building on Kings Highway SW; a roof replacement at 429 Webbs Lane; façade improvements on east side of the Blue Hen Corporate Center Building; for site work preparation for the Bayhealth Medical Center Vertical integration (Overbuild) project (S-26-10); and a cemetery wall replacement project at Christ Church;
- A Temporary Certificate of Occupancy was issued for a tenant fit-out at 350 Lafferty Lane. Certificates of Occupancy were issued for a tenant fit-out for Bowl & Noodles at Dover Commons; a tenant fit-out for Cava Restaurant; and for a medical office at the Eden Hill Medical Center.

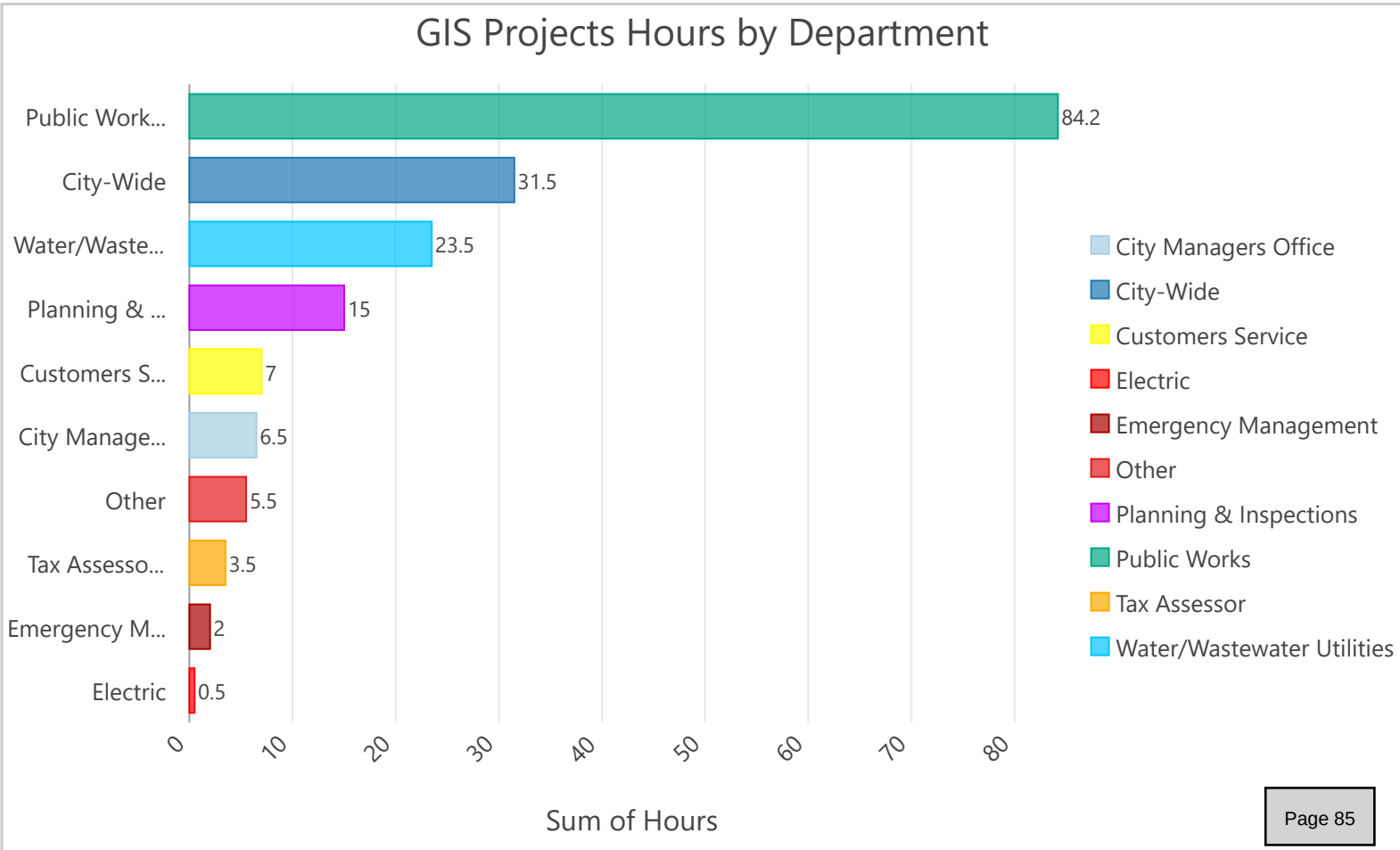
	SEPTEMBER 2026 (FY26)	TOTAL FOR FY26
New Home Permits Issued	1	2
Value of Commercial Projects	$14,909,973.00	$19,912,022.00
Downtown Incentives (Fees Waived)	$458.00	$3,061.00

Building Inspections & Licensing Summary

	Current	July 2026– June 2027	Sept. FY'26	July 2025— June 2026
PERMITTING AND LICENSING				
Permits Issued	**Sept. (2026) FY 27**	**FYTD 27**	**Sept. (2025) FY26**	**FYTD 26**
Administrative Permit	9	18	3	9
Building Addition/Renovation Permits	54	127	29	92
Building Permits	13	29	11	56
Demolition Permits	0	2	0	3
Fence Permits	16	55	14	49
Fire Prevention Permits	10	37	5	28
Mechanical Permits	33	119	19	119
Plumbing Permits	21	115	19	129
Sign Permits	2	16	12	31
Swimming Pool Permits	0	1	1	3
Wireless Communications Facilities	0	0	1	3
Subtotal		**634**		**522**
Business Licenses	138	1564	152	1583
Merchant Licenses	29	256	34	274
Contractor Licenses	120	1064	104	1062
Subtotal		**2884**		**2919**
Lodging House Licenses	1	1	1	1
Public Occupancy	17	38	22	48
Rental Dwelling	34	147	25	56
Subtotal		**186**		**105**
Manufactured Homes	52	262	32	228
BUILDING INSPECTIONS/CO'S ISSUED				
Inspections/CO'S ISSUED	**Sept. (2026) FY 27**	**FYTD 27**	**Sept. (2025) FY26**	**FYTD 26**
Building (Inspections/CBI/Site Meetings)	104	279	178	710
Plumbing/Mechanical	71	376	122	573
Certificate of Occupancy	6	26	7	32

GIS Division





Sanitation Division

Trips to the Landfill - Sept.

210

DSWA_Billing_Detail, Count

Sept. Tonnage

1,238

DSWA_Billing_Detail, Sum of Tons

Trips to the Landfill - FYTD 27

626

DSWA_Billing_Detail, Count

Tonnage - FYTD 27

3,753

DSWA_Billing_Detail, Sum of Tons

Trips to the Landfill - FYTD 26

660

DSWA_Billing_Detail, Count

Tonnage - FYTD 26

3,729

DSWA_Billing_Detail, Sum of Tons

Sanitation Hours Breakdown

Refuse Totals & Container Delivery Hours for September

Refuse Collection Hours	Refuse Hrs-FYTD	Container Delivery Hours	Container Del Hrs-FYTD
425	1430	18	34

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

Bulk Hours	Bulk Hrs-FYTD	Hand Trash	Hand Hrs-FYTD	Yard Waste	Yard Waste Hrs-FYTD
402	1061	396	1039	231	669

Recycling Customers

10,481

Recycling Customers, Count

Curbside Recycling Numbers for Sept.

Cans Collected	Weight Lbs	Ave Weight Lbs
21369	294380	13.8

Streets Division

Signs Installed/Repaired

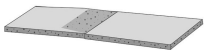
31



Asset_Collection_Merge, Count Signs

Concrete Repairs Sept. 2026

143



Street Concrete Repair, Count

Signs Workorders FYTD

94

Asset_Collection_Merge, Count Signs

Concrete Repairs FYTD

177

Street Concrete Repair, Count

Signs FYTD 2026

38

Asset_Collection_Merge, Count Signs

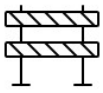
Concrete Repairs FYTD 2026

398

Street Concrete Repair, Count

Hot Mix Repairs Sept. 2026

18



Streets_Hot_Mix_Cold_Patches, Sum of Number

Potholes Filled Sept. 2026

66



Streets_Hot_Mix_Cold_Patches, Sum of Number

Hot Mix Repairs FYTD

21

Streets_Hot_Mix_Cold_Patches, Sum of Number

Potholes Filled FYTD

142

Streets_Hot_Mix_Cold_Patches, Sum of Number

Streets Painting:

111' of Yellow Curb, 7 Stop Bars, 4 Handicap Pkg Spaces



Stormwater Division

Catch Basins Cleaned

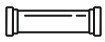
35



Stormwater_Workorder_Tracking, Sum of Number

Pipe Structure Repairs

6



Stormwater_Workorder_Tracking, Count

Stormwater Structures Repaired/Replaced

1



Stormwater_Workorder_Tracking, Count

Street Sweeping Miles

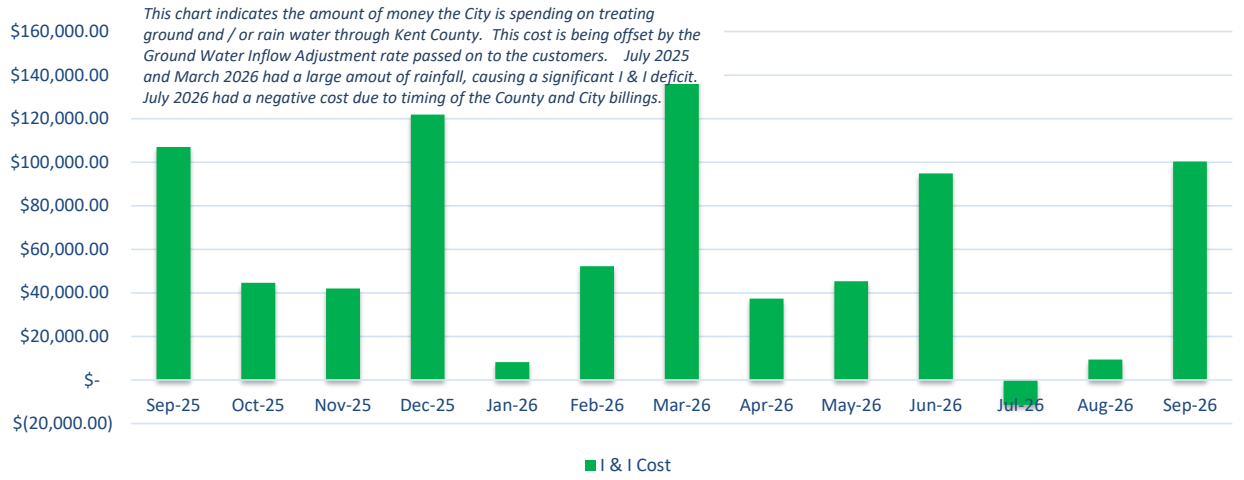
1,753



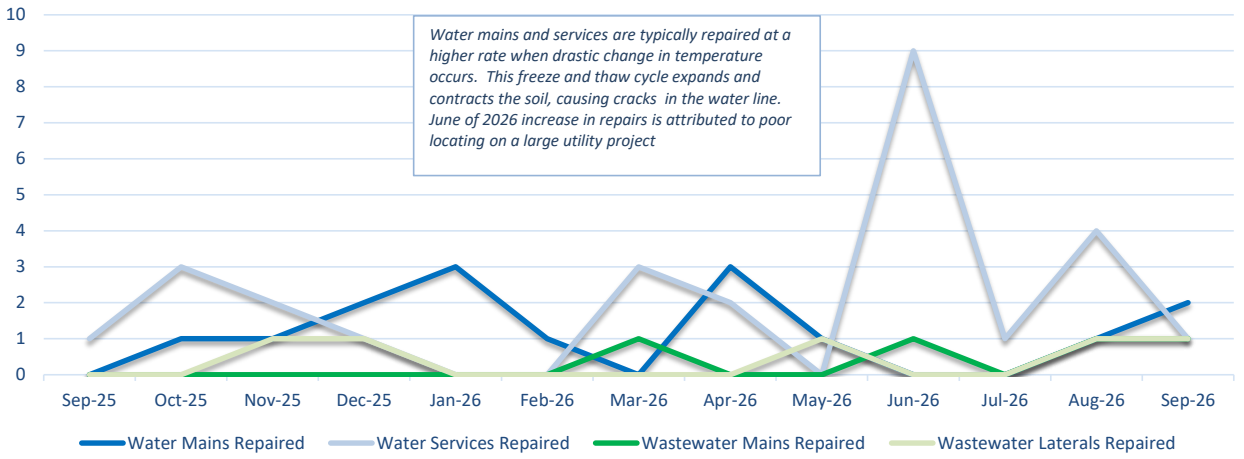
Stormwater_StreetSweeping, Sum Miles

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

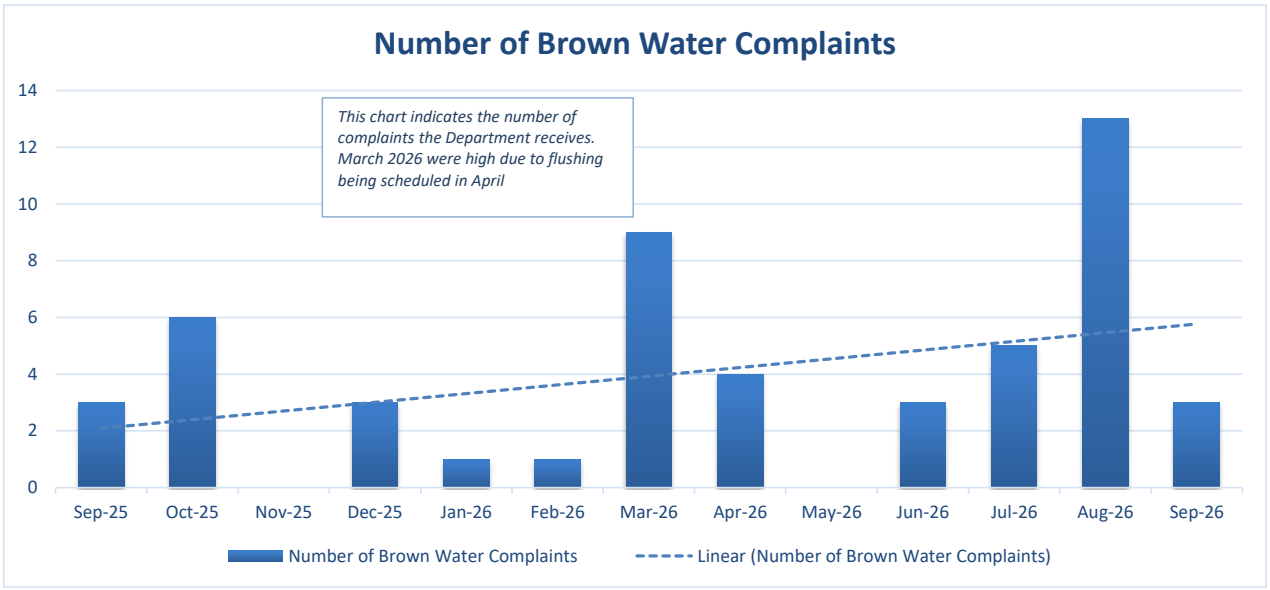
Inflow & Infiltration Costs



Water & Wastewater Repairs



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



Department Spotlight - September

The Department of Water & Wastewater pump station crew worked with a contractor to improve the safety and structural integrity of the Lafferty Ln Pump Station Wet Well on Horsepond Rd. This project will ensure the safety of our team and help maximize the useful life of the pump station.





City of Dover

Finance Department

MONTHLY REPORT

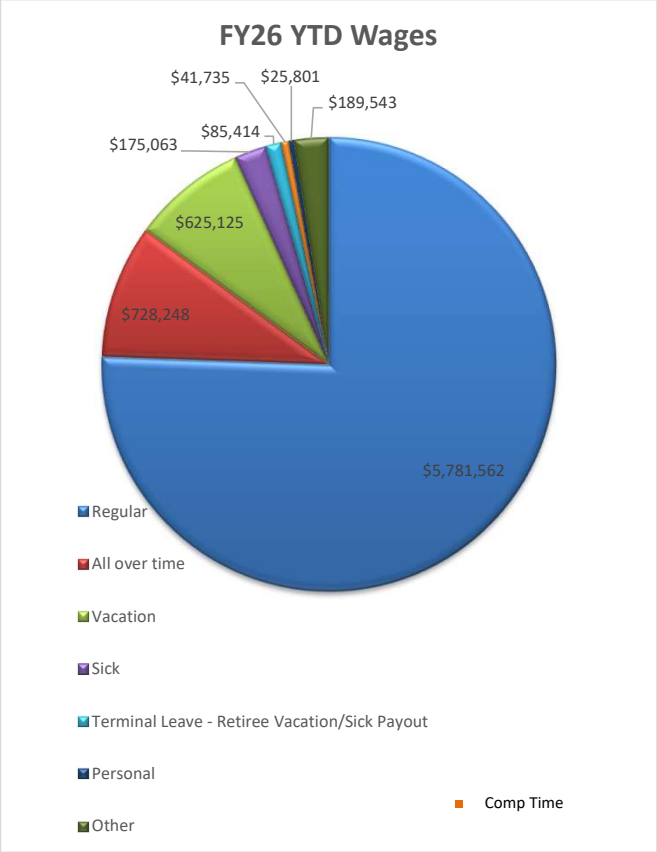
September 2026

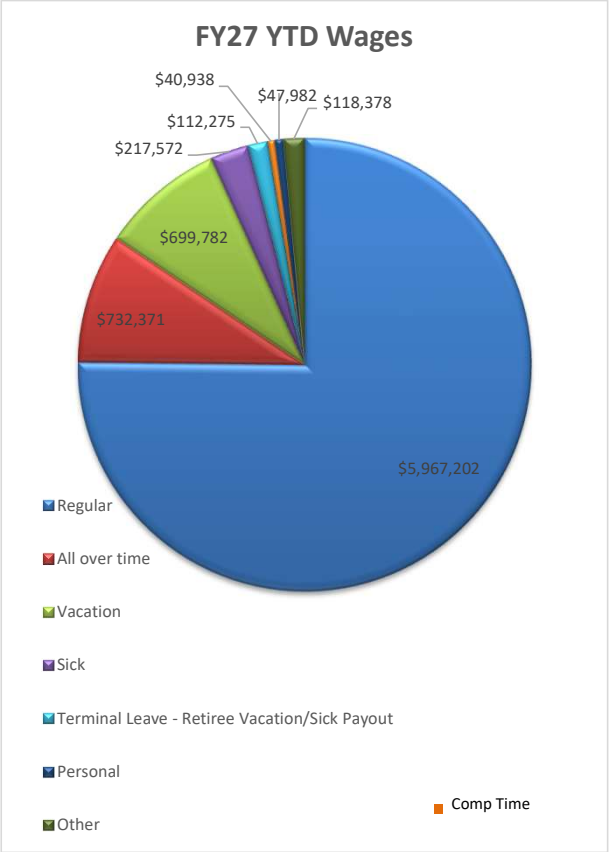
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

CITY OF DOVER
ACTIVITY REPORTS
September 2026

			FY26 YTD	FY27 YTD
BANK TRENDS				
Number of Deposits Made (Hand, ACH & Wire, Lockbox)			1,754	1,655
Total Amount of All Deposits			$ 59,988,569	$ 59,549,181
Other Activity				
Number of Pay Periods			6	6
Number of Direct Deposits Issued			2,520	836
Number of Pension Checks Issued			740	254
Total Pension Benefits Paid - Defined Benefit Plan			$ 1,529,484	$ 1,102,282

ACCOUNTS PAYABLE				
Number of Check Vouchers			1,308	996
Number of EFT Vouchers			773	906
Vouchers Dollar Amount Disbursed			$ 30,466,842	$ 25,863,692





Other includes: pay adjustments, military differential pay, training, committee meetings, worker compensation tracking/adjustments, etc.

City of Dover
General Fund Summary
Fiscal Year to Date September 2026

Revenues

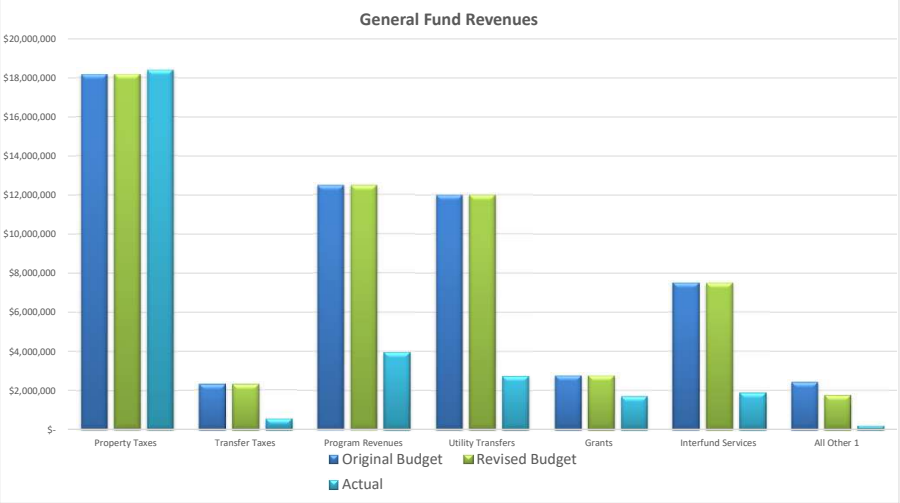
	Original Budget	Revised Budget	Actual	%
Property Taxes	$ 18,186,300	$ 18,186,300	$ 18,401,135	101%
Transfer Taxes	2,300,000	2,300,000	572,542	25%
Program Revenues	12,480,300	12,480,300	3,967,637	32%
Utility Transfers	12,000,000	12,000,000	2,750,000	23%
Grants	2,768,500	2,768,500	1,705,863	62%
Interfund Services	7,501,500	7,501,500	1,897,765	25%
All Other [1]	2,425,500	1,764,000	213,730	12%
	$ 57,662,100	$ 57,000,600	$ 29,508,672	52%

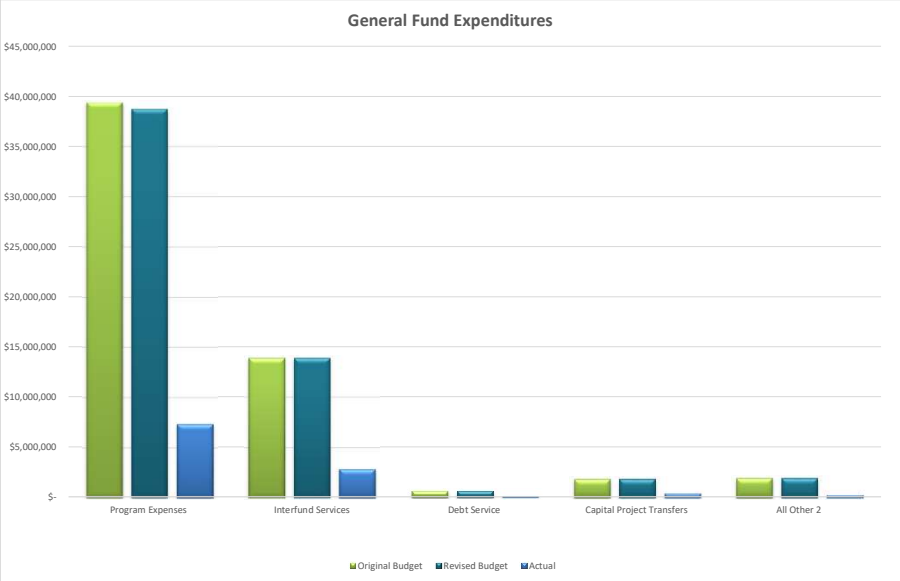
Expenditures

	Original Budget	Revised Budget	Actual	%
Program Expenses	$ 39,394,900	$ 38,733,400	$ 7,361,310	19%
Interfund Services	13,895,900	13,895,900	2,864,066	21%
Debt Service	630,000	630,000	170,218	27%
Capital Project Transfers	1,799,100	1,799,100	449,775	25%
All Other [2]	1,875,000	1,875,000	274,396	15%
	$ 57,594,900	$ 56,933,400	$ 11,119,765	20%

[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
Fiscal Year to Date September 2026

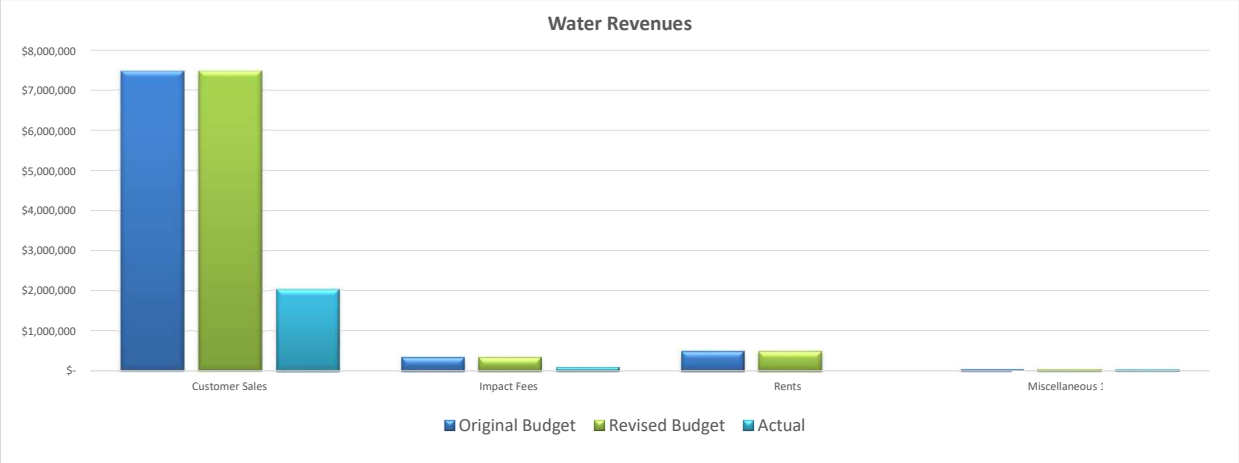
Revenues

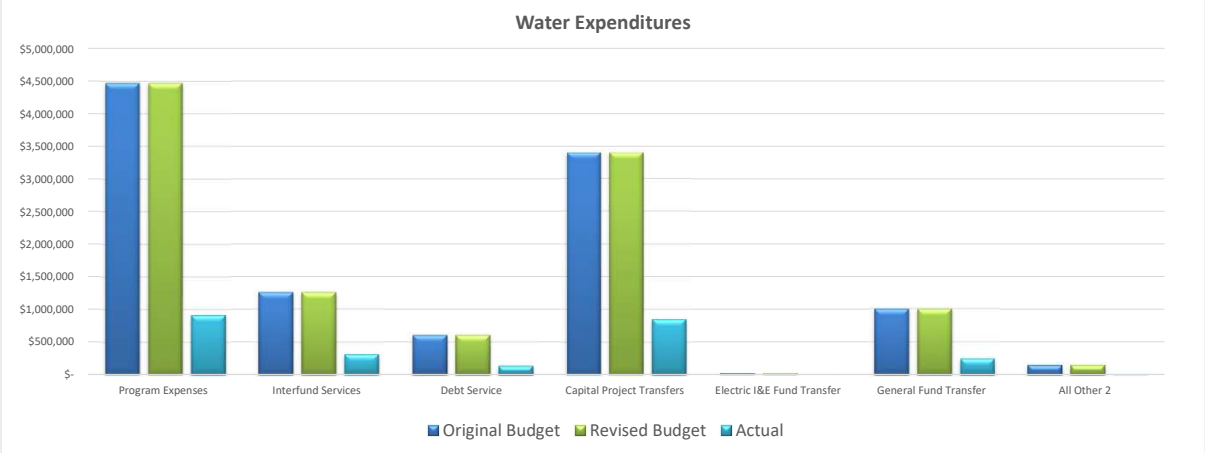
	Original Budget	Revised Budget	Actual	%
Customer Sales	$ 7,478,000	$ 7,478,000	$ 2,026,447	27%
Impact Fees	330,000	330,000	96,632	29%
Rents	484,000	484,000	-	0%
Miscellaneous [1]	60,200	60,200	44,972	75%
	$ 8,352,200	$ 8,352,200	$ 2,168,050	26%

Expenditures

	Original Budget	Revised Budget	Actual	%
Program Expenses	$ 4,470,700	$ 4,470,700	$ 916,959	21%
Interfund Services	1,259,700	1,259,700	314,984	25%
Debt Service	604,100	604,100	135,614	22%
Capital Project Transfers	3,399,200	3,399,200	849,800	25%
Electric I&E Fund Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	250,000	25%
All Other [2]	140,000	140,000	5,175	4%
	$ 10,898,700	$ 10,898,700	$ 2,472,532	23%

[1] Includes Penalties, Income from Sale of Assets, Miscellaneous Income, and Reconnect Fees.
[2] Includes Bank & CC Fees.





City of Dover
Wastewater Fund Summary
Fiscal Year to Date September 2026

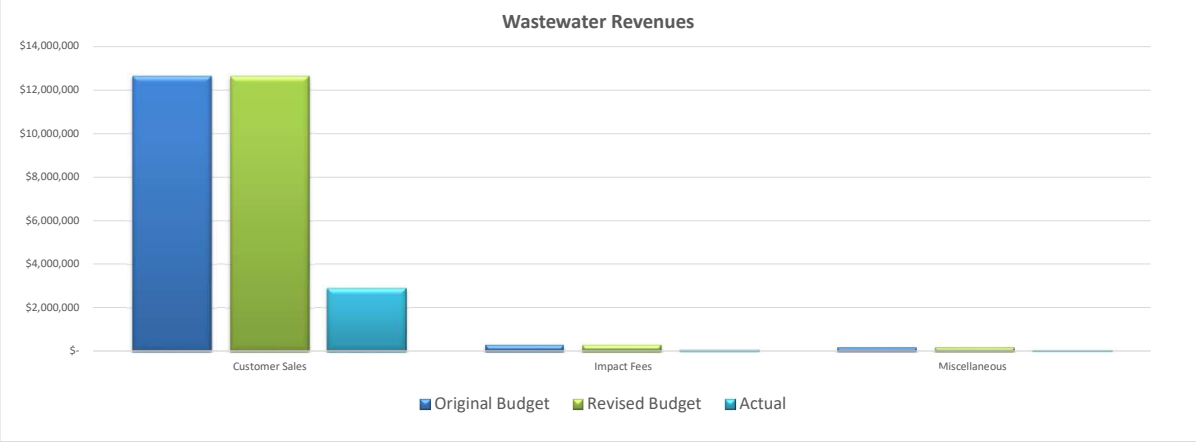
Revenues

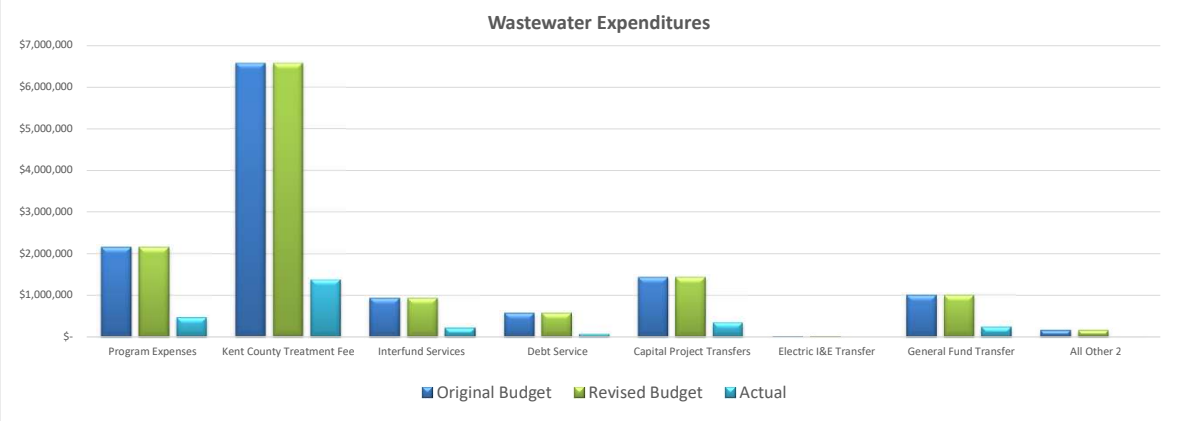
	Original Budget	Revised Budget	Actual	%
Customer Sales	$ 12,651,000	$ 12,651,000	$ 2,896,578	23%
Impact Fees	310,200	310,200	81,807	26%
Miscellaneous [1]	170,000	170,000	50,615	30%
	$ 13,131,200	$ 13,131,200	$ 3,029,000	23%

Expenditures

	Original Budget	Revised Budget	Actual	%
Program Expenses	$ 2,153,200	$ 2,153,200	$ 477,432	22%
Kent County Treatment Fee	6,580,000	6,580,000	1,391,008	21%
Interfund Services	936,800	936,800	223,725	24%
Debt Service	582,500	582,500	75,252	13%
Capital Project Transfers	1,437,600	1,437,600	359,400	25%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	250,000	25%
All Other [2]	158,500	158,500	1,483	1%
	$ 12,873,600	$ 12,873,600	$ 2,778,300	22%

[1] Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.
[2] Includes Bank & CC Fees.





City of Dover
Sanitation Fund Summary
Fiscal Year to Date September 2026

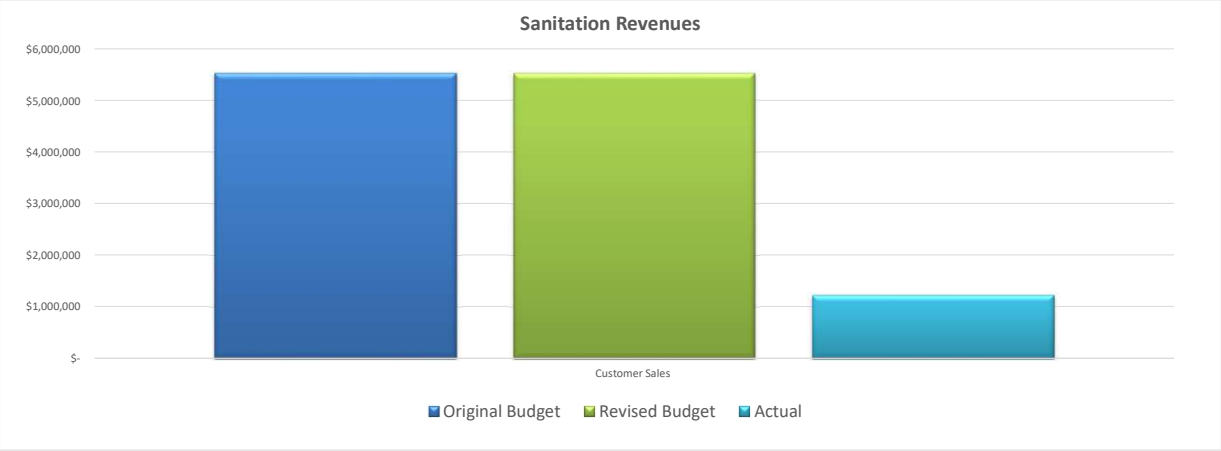
Revenues

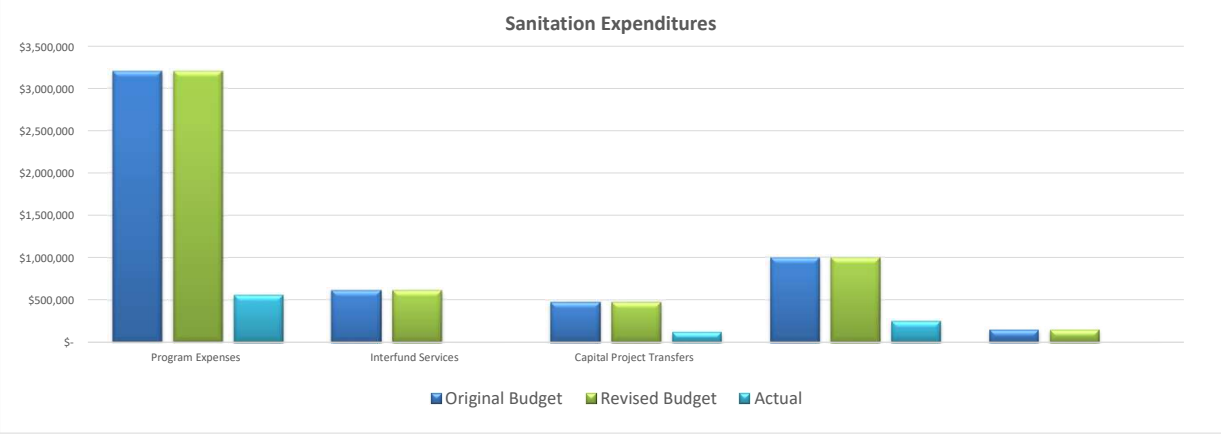
	Original Budget	Revised Budget	Actual	%
Customer Sales	$ 5,524,800	$ 5,524,800	$ 1,224,596	22%
	$ 5,524,800	$ 5,524,800	$ 1,224,596	22%

Expenditures

	Original Budget	Revised Budget	Actual	%
Program Expenses	$ 3,202,200	$ 3,202,200	$ 560,054	17%
Interfund Services	610,200	610,200	-	0%
Capital Project Transfers	477,000	477,000	119,280	0%
Appropriation to Gen Fund	1,000,000	1,000,000	250,000	
All Other	150,000	150,000	-	0%
	$ 5,439,400	$ 5,439,400	$ 929,334	17%

[1] Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.
[2] Includes Bank & CC Fees.





City of Dover
Electric Fund Summary
Fiscal Year to Date September 2026

Revenues

	Original Budget	Revised Budget	Actual	%
Customer Sales	$ 108,484,700	$ 108,484,700	$ 31,258,759	29%
All Other [1]	3,585,000	3,585,000	929,016	26%
	$ 112,069,700	$ 112,069,700	$ 32,187,774	29%

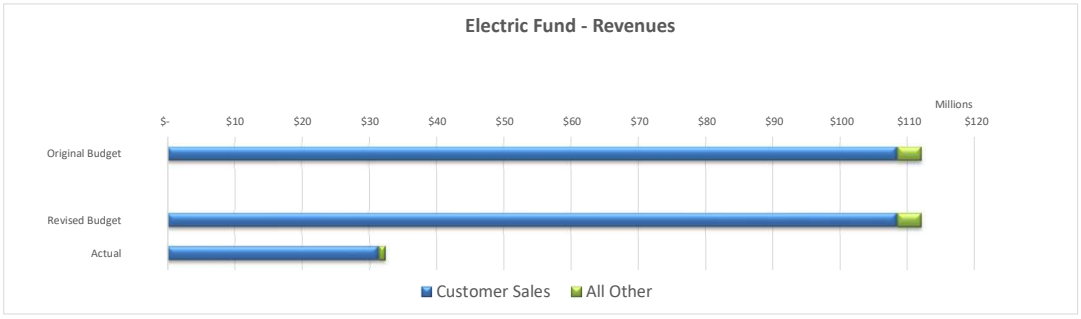
Expenditures

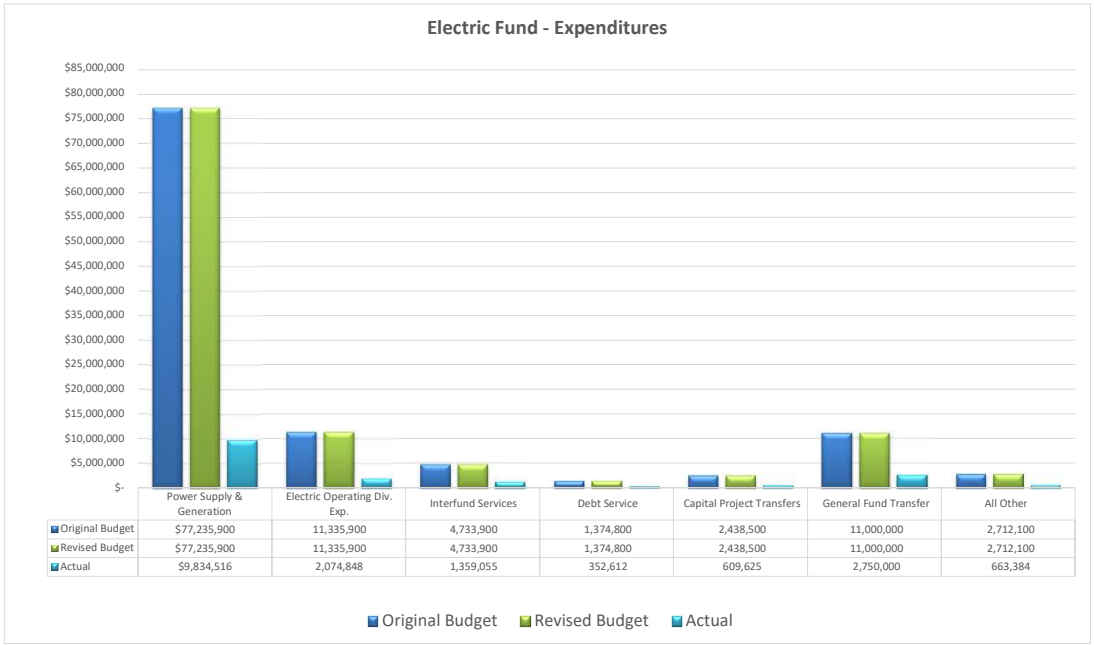
	Original Budget	Revised Budget	Actual	%
Power Supply & Generation	$ 77,235,900	$ 77,235,900	$ 9,834,516	13%
Electric Operating Div. Exp.	11,335,900	11,335,900	2,074,848	18%
Interfund Services	4,733,900	4,733,900	1,359,055	29%
Debt Service	1,374,800	1,374,800	352,612	26%
Capital Project Transfers	2,438,500	2,438,500	609,625	0%
General Fund Transfer	11,000,000	11,000,000	2,750,000	25%
All Other [2]	2,712,100	2,712,100	663,384	24%
	$ 110,831,100	$ 110,831,100	$ 17,644,041	16%

[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.

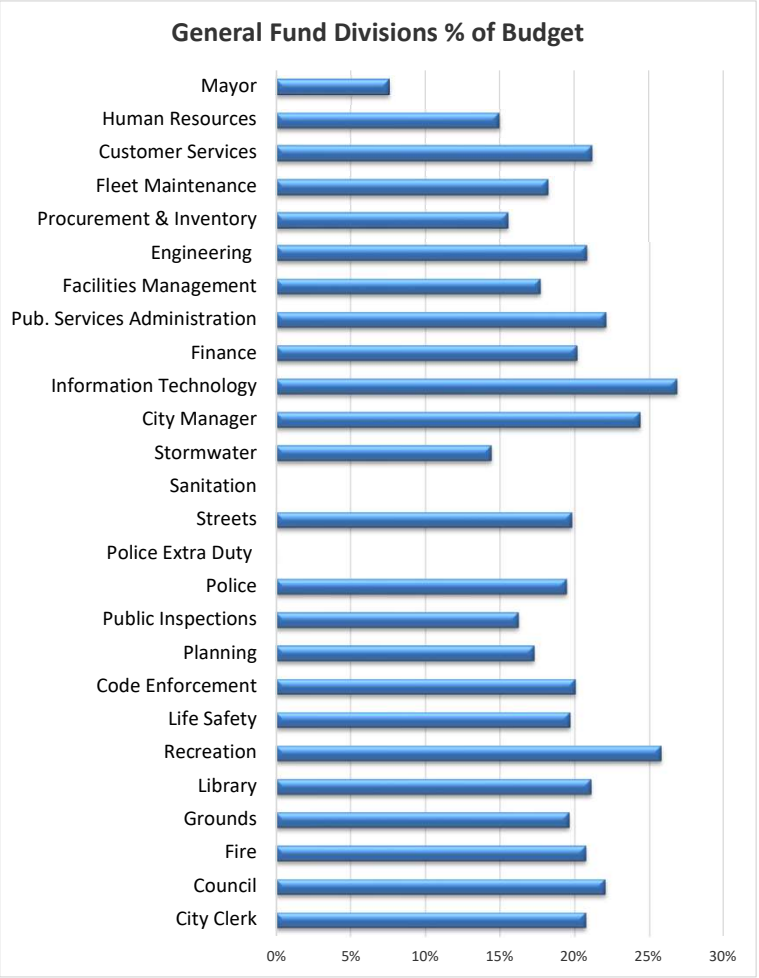
Megawatt Hours Sold & Purchased	Budget	Rev. Budget	Actual
Sales to Customers MWh (excl. Street Light MWh)	760,293	760,293	219,853
Sales per MWh	$140.90	$140.90	$139.98
Purchased/Generated MWh	774,472	774,472	218,870
All In MWh Supply & Generation	$99.66	$99.66	$44.93





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

	Original Budget	Revised Budget	Actual	%
City Clerk	$ 542,200	$ 542,200	$ 112,397	21%
Council	276,100	276,100	60,896	22%
Fire	1,154,900	1,154,900	239,432	21%
Grounds	2,185,900	2,185,900	429,529	20%
Library	2,455,000	2,455,000	518,493	21%
Recreation	1,560,200	1,560,200	402,319	26%
Life Safety	1,736,000	1,074,500	211,441	20%
Code Enforcement	858,300	858,300	172,183	20%
Planning	765,300	765,300	132,317	17%
Public Inspections	727,900	727,900	118,242	16%
Police	26,539,000	26,539,000	5,160,691	19%
Police Extra Duty	910,700	910,700	-	0%
Streets	940,900	940,900	186,246	20%
Sanitation	-	-	-	0%
Stormwater	1,077,600	1,077,600	155,626	14%
City Manager	1,630,100	1,630,100	397,981	24%
Information Technology	1,075,200	1,075,200	288,373	27%
Finance	1,046,400	1,046,400	211,183	20%
Pub. Services Administration	760,100	760,100	167,888	22%
Facilities Management	670,900	670,900	118,904	18%
Engineering	268,700	268,700	56,001	21%
Procurement & Inventory	1,045,400	1,045,400	162,438	16%
Fleet Maintenance	1,144,000	1,144,000	208,672	18%
Customer Services	1,575,700	1,575,700	333,222	21%
Human Resources	423,700	423,700	63,418	15%
Mayor	320,200	320,200	24,082	8%
	$ 51,690,400	$ 51,028,900	$ 9,931,974	19%



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date September 2026

Water Divison

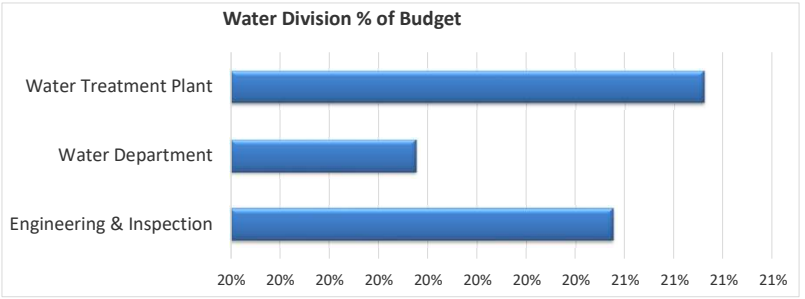
	Original Budget	Revised Budget	Actual	%
Engineering & Inspection	$ 438,800	$ 438,800	$ 89,849	20%
Water Department	1,015,100	1,015,100	203,802	20%
Water Treatment Plant	3,016,800	3,016,800	623,308	21%
	$ 4,470,700	$ 4,470,700	$ 916,959	21%

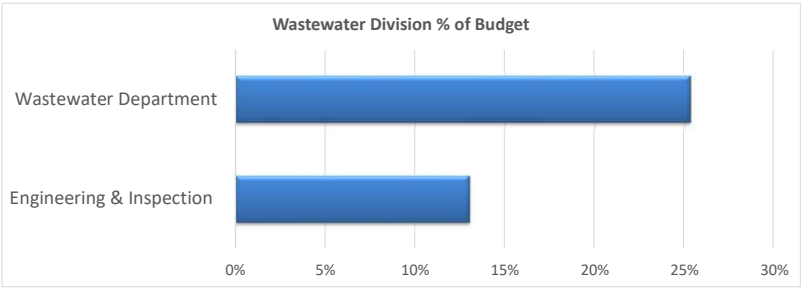
Wastewater Divison

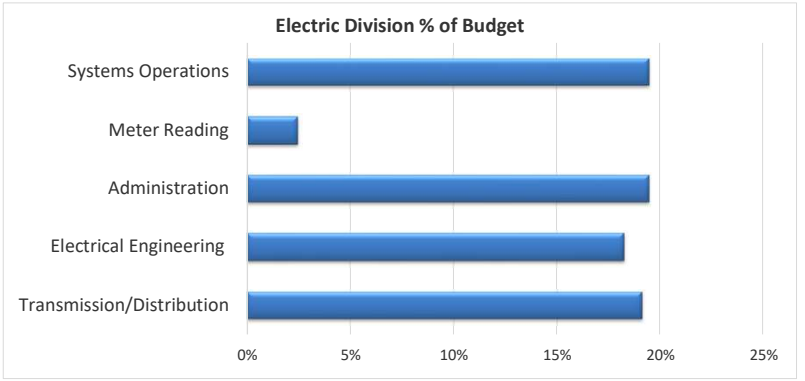
	Original Budget	Revised Budget	Actual	%
Engineering & Inspection	$ 559,000	$ 559,000	$ 73,116	13%
Wastewater Department	1,594,200	1,594,200	404,317	25%
	$ 2,153,200	$ 2,153,200	$ 477,432	22%

Electric Division

	Original Budget	Revised Budget	Actual	%
Transmission/Distribution	$ 5,761,100	$ 5,761,100	$ 1,101,215	19%
Electrical Engineering	2,333,000	2,333,000	425,983	18%
Administration	1,544,100	1,544,100	300,999	19%
Meter Reading	494,200	494,200	11,929	2%
Systems Operations	1,203,500	1,203,500	234,721	20%
	$ 11,335,900	$ 11,335,900	$ 2,074,848	18%

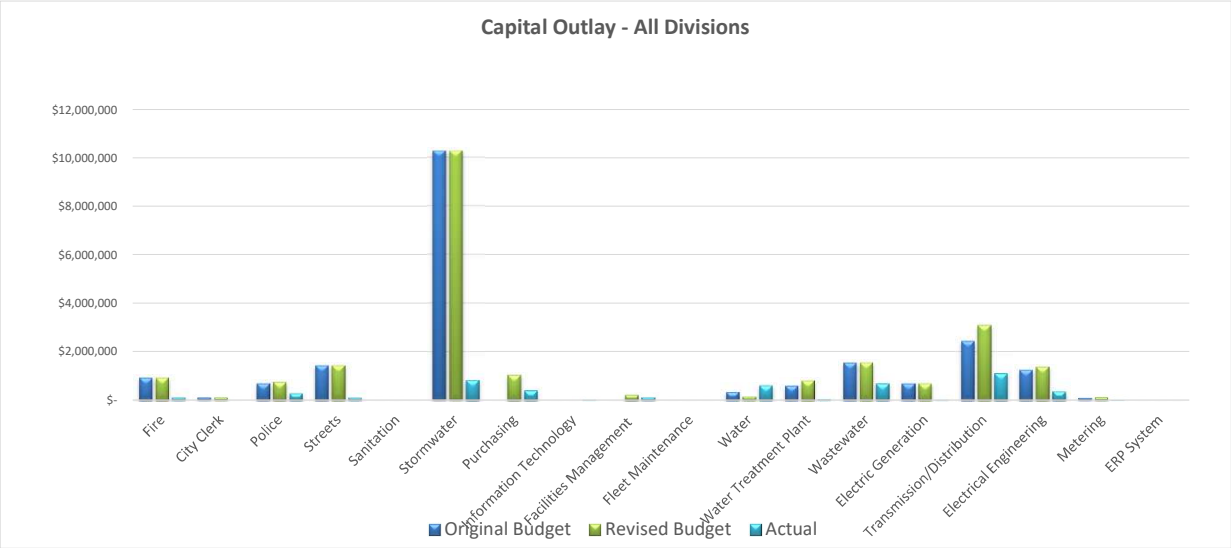


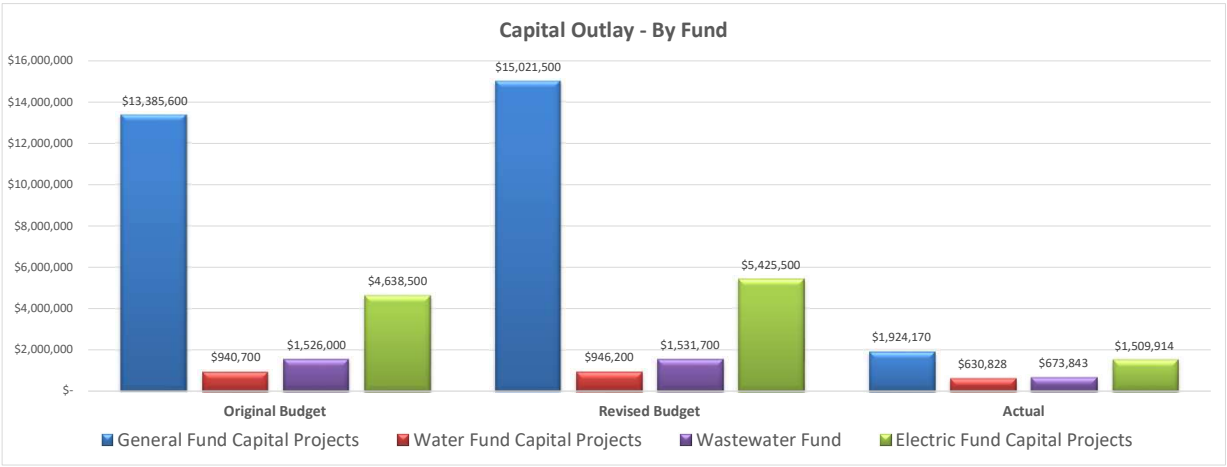




City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date September 2026

General Fund	Original Budget	Revised Budget	Actual	%
Fire	$ 909,400	$ 909,400	$ 106,039	12%
City Clerk	100,000	100,000	-	0%
Police	670,700	723,500	279,340	39%
Streets	1,426,000	1,426,000	108,618	8%
Sanitation	-	-	-	0%
Stormwater	10,279,500	10,279,500	831,517	8%
Purchasing	-	1,008,400	391,109	0%
Information Technology	-	-	16,945	0%
Facilities Management	-	210,000	115,940	0%
Fleet Maintenance	-	-	-	0%
General Fund Capital Projects	$ 13,385,600	$ 15,021,500	$ 1,924,170	13%
Water Fund				
Water	$ 340,700	$ 140,200	$ 595,690	425%
Water Treatment Plant	600,000	806,000	35,137	4%
Water Fund Capital Projects	$ 940,700	$ 946,200	$ 630,828	67%
Wastewater Fund				
Wastewater	$ 1,526,000	$ 1,531,700	$ 673,843	44%
Wastewater Fund Capital Projects	$ 1,526,000	$ 1,531,700	$ 673,843	44%
Sanitation Fund				
Sanitation	$ 477,000	$ 477,000	$ -	0%
Sanitation Fund Capital Projects	$ 477,000	$ 477,000	$ -	0%
Electric Fund				
Electric Generation	$ 670,000	$ 670,000	$ 17,519	3%
Transmission/Distribution	2,438,000	3,087,000	1,111,057	36%
Electrical Engineering	1,246,000	1,373,000	372,587	27%
Metering	94,500	105,500	8,750	8%
ERP System	-	-	-	0%
Electric Administration	190,000	190,000	-	0%
Electric Fund Capital Projects	$ 4,638,500	$ 5,425,500	$ 1,509,914	28%
TOTAL CAPITAL PROJECTS	**$ 20,967,800**	**$ 20,967,800**	**$ 4,738,755**	**23%**


Capital Outlay - All Divisions
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
Fire
City Clerk
Police
Streets
Sanitation
Stormwater
Purchasing
Information Technology
Facilities Management
Fleet Maintenance
Water
Water Treatment Plant
Wastewater
Electric Generation
Transmission/Distribution
Electrical Engineering
Metering
ERP System
Original Budget
Revised Budget
Actual


Capital Outlay - By Fund
$16,000,000
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
$13,385,600
$940,700
$1,526,000
$4,638,500
$15,021,500
$946,200
$1,531,700
$5,425,500
$1,924,170
$630,828
$673,843
$1,509,914
Original Budget
Revised Budget
Actual
General Fund Capital Projects
Water Fund Capital Projects
Wastewater Fund
Electric Fund Capital Projects

DOVER FIRE DEPARTMENT



September 2026

FIRE CHIEFS REPORT

To: Mayor and Council
From: David Carey, Fire Chief
Date: October 8, 2026
Subject: September 2026 Fire Chief's Report

Calls for Service

The Dover Fire Department responded to calls for service during the month of September.

Personnel Updates

Major Incidents

- Case Ridge Road - House fire
- Vining Run - House Fire
- Woodville Drive – Trailer Fire
- Juanita Drive – Trailer Fire

Promotions

- Case Ridge Road - House fire
- Vining Run - House Fire
- Woodville Drive – Trailer Fire
- Juanita Drive – Trailer Fire

Financial Overview

The Stipend Program continues to perform strongly. During the month of September, 68 firefighters participated in the program.

Month	Total ($)	Members
January	25,830.00	53
February	27,280.00	55
March	27,660.00	61
April	31,040.00	64
May	34,957.00	65
June	30,590.00	67
July	31,620.00	66
August	31,080.00	69

September	30,250.00	68

Total Expenditure to Date: $ 270,307.00

Personnel Activities

Category	Hours
Meetings	78
Training	182.3
Duty Crew	5,941
Incident	3,745
Total Hours	**9,946.3**

Total Calls for the month of September: 187

Average Attendance: 20.03

Closing

The Fire Department continues to operate with professionalism, adaptability, and commitment to public safety. Ongoing training, policy updates, and staffing efforts are strengthening operational readiness. The department appreciates the continued support of City Council and remains committed to transparent communication and service excellence.

12:38 PM
10/02/26
Accrual Basis

Robbins Hose Company # 1, Inc.
Profit & Loss
September 2026

	Sep 26
Ordinary Income/Expense	
Expense	
Personnel & Office Expenses	
204 · Training & Travel Expenses	270.00
Total Personnel & Office Expenses	270.00
Repairs & Maintenance	
101 · Equipment Repairs	2,996.57
102 · Fuel	6,576.45
104 · Other Equipment Repairs	1,043.26
106 · Program Expenses	16,883.35
Total Repairs & Maintenance	27,499.63
Utilities	
402 · Electric	6,662.60
403 · Natural Gas	25.40
404 · Telephone	238.44
405 · Water/Sewer	353.37
Total Utilities	7,279.81
Total Expense	35,049.44
Net Ordinary Income	-35,049.44
Net Income	-35,049.44

CITY OF DOVER DEPARTMENT OF POLICE

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

October 12, 2026

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

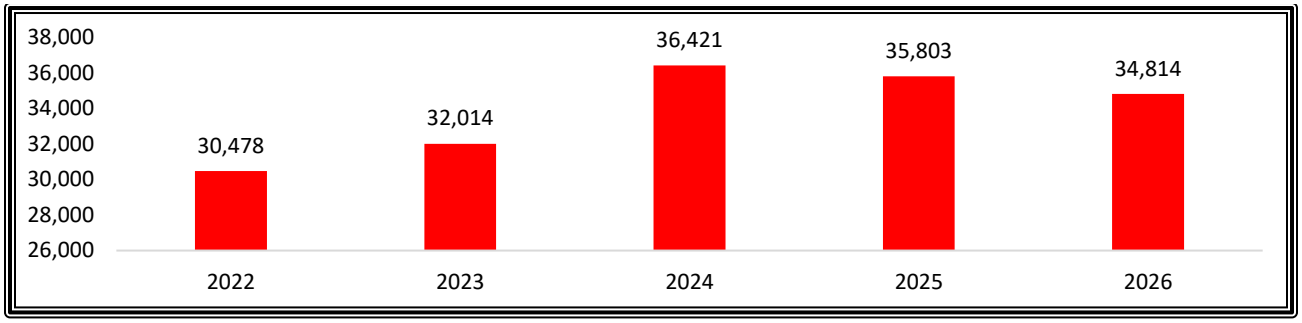
Mayor Christiansen and Council Members:

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

COMPLAINTS/EVENTS

YTD Totals compiled through September numbered 34,814.

This represents a decrease of 989 from the 35,803 reported over the same period in 2025.



CRIMINAL INVESTIGATIONS

Burglary: *9 cases reported, 4 cases cleared and 0 cases was cleared from previous months.*

Robbery: *4 cases reported, 3 cases cleared and 0 cases was cleared from previous months.*

Sex Assault: *4 cases reported, 4 cases cleared and 0 cases were cleared from previous months.*

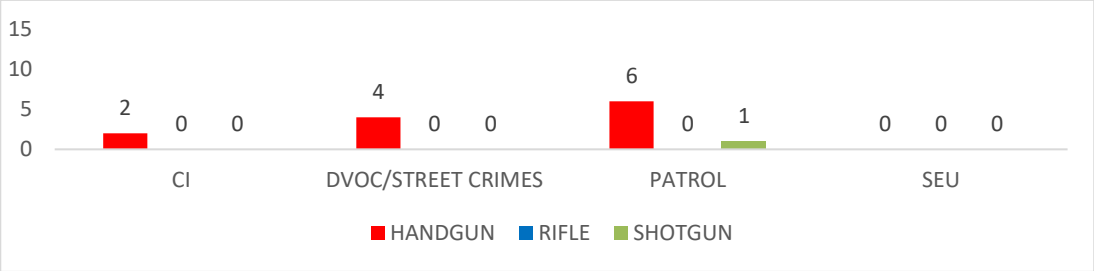
Homicide: *1 cases reported, 0 cases cleared and 0 case cleared from previous months.*

There were 7 Non-Criminal Death Investigations, 7 cases cleared and 0 cases cleared from previ months.

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

Marijuana:	*998.54*	*grams seized*
Cocaine:	*10.91*	*grams seized*
Ecstasy:	*1.5*	*dose seized*
Prescription Pills:	*22.5*	*doses seized*
Methamphetamine:	*0*	*grams seized*
Opiates:	*0.78*	*grams seized*
Other Rx Drugs:	*8*	*grams/doses seized*
Drug Proceeds:	*$1,147*	*seized*

FIREARM SEIZURES/INSIDE CITY LIMITS

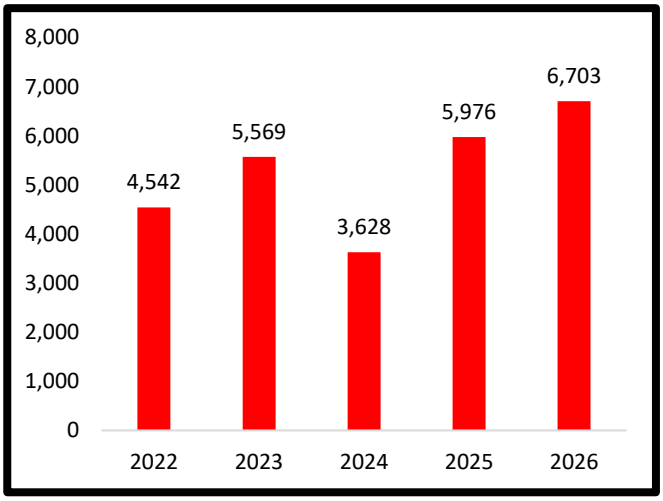


Firearms: 12 Handguns & 1 Shotgun – Please note, the Street Crimes also recovered a MCD – A Machinegun Conversion Device which is designed for use on AR-type firearms, and more recently developed "switches" which are designed for use on certain semiautomatic pistols. MCDs are easily integrated with semiautomatic firearms to illegally convert them to fire automatically.

TRAFFIC ENFORCEMENT

YTD Citation Totals compiled through September numbered 6,703.

This represents an increase of 727 from the 5,976 reported over the same period in 2025.

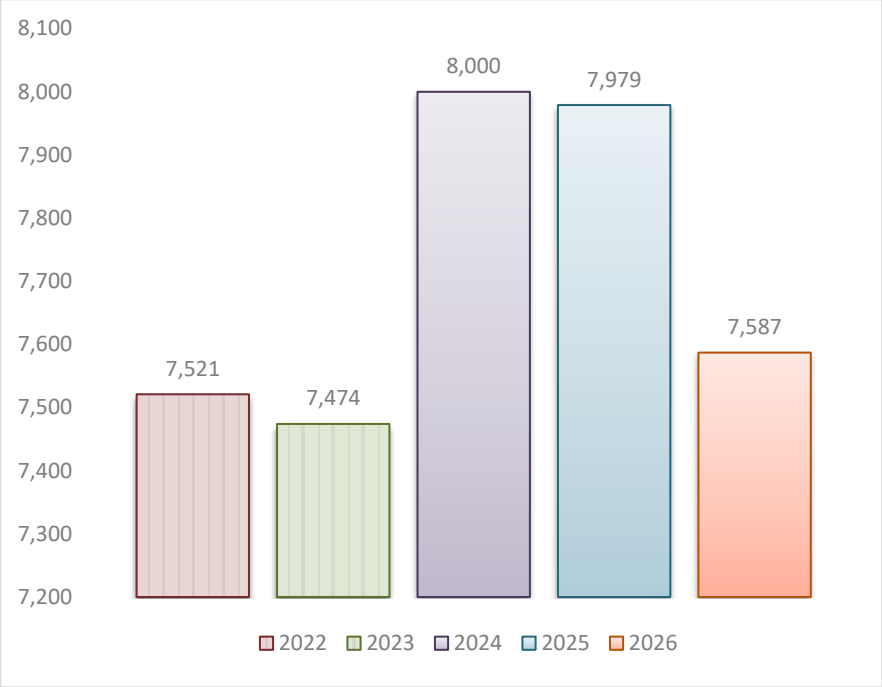


TRAFFIC CRASHES: YTD = 1,362

911 CENTER ACTIVITY

Total compiled during September numbered 7,587 calls.

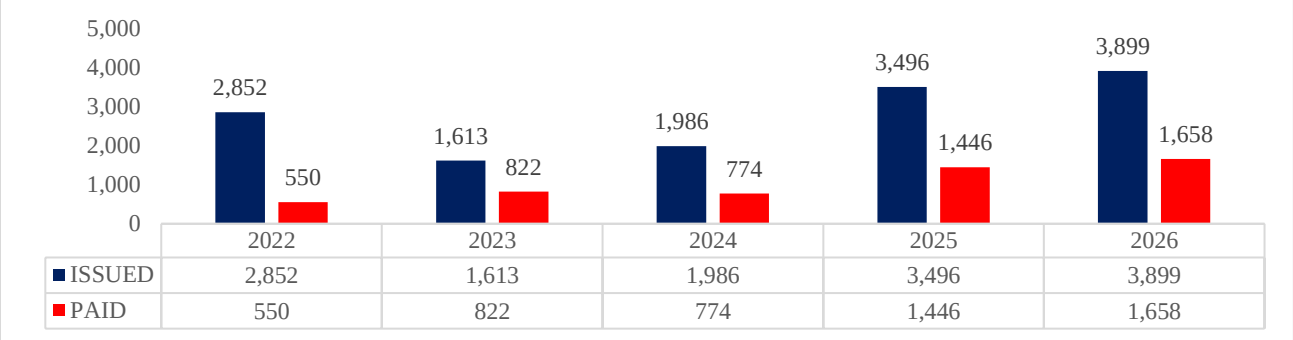
This represents a decrease of 392 from the 7,979 reported during the same period in 2025.



CITY ORDINANCE SUMMONS

YTD Totals compiled through September numbered 3,899.

This represents an increase of 403 from the 3,496 reported over the same period in 2025.



	2022	2023	2024	2025	2026
ISSUED	2,852	1,613	1,986	3,496	3,899
PAID	550	822	774	1,446	1,658

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 ***September****:*

- **Assisted Patrol** Units during major incidents, high 911 call volume and/or low staffing
- **Special Checks**: Wooded area near Lakeview Drive, Bayard Apartments [trespassing], Dover Presbyterian Church [trespassing], 113 Holmes Street, Park at Kirkwood and Division Streets, 33 S. Governor's [dumping],
- **Training**: SORT, Crash Reconstruction,
- Participated in the **Holy Cross First Responders Day –** September 10th
- Handled the recovery of a disassembled **Shotgun** found in a trash bag in a shopping cart
- Participated in the **YMCA Healthy Aging Day** – September 24th
- Participated in the **South Dover Emotional Learning Night –** September 10th
- Conducted **Foot Patrol – Property Checks** – multiple days – **Downtown Dover**
- Planning for the **Easter Egg** event [**PAL**]**, Faith & Blue weekend, Trunk or Treat, YMCA Basketball** event [**PAL**], **Operation Gobble, Toys for Tots, Dover Tree Lighting, Reilly Brown "Walk to School"** event **& the Santa letters initiative**
- Participated in a **21st Century Program** meeting – Ms. Way – Dover Middle School
- Participated in a **21st Century Program** meeting – Dr. Warner – Central Elementary
- Participated in a **STEM Activities** planning meeting **– Central Elementary -** [**PAL**]
- Assisted Detectives with **ongoing Homicide Investigation** – separate days/times
- Visit to Reilly Brown Elementary – [K9 Roy]
- Participated in **9/11 Ceremony – Life Church Dover**
- Created & Posted – **CPR Training flyer** – [**PAL**]
- Conducted **Basketball Skills and Drills** – September 15th – YMCA – [**PAL**]
- Instruction at the **Citizen's Police Academy** – Collision Reconstruction Unit functions
- Participated in the Sussex County **DUI Checkpoint** – September 11th
- Handled a complaint regarding **Parking** – 130 S. Queen Street
- Participated in the **Special Olympics** medal Ceremony – **Dover High School**
- Handled a serious **Motor Vehicle Collision** – Reconstruction Unit – Investigation
- Logistical activities in advance of the **Zach Bryan Concert –** Weekend Concert Support
- Liaison with the **Raising Canes** regarding future collaborations
- Addressed a **civil dispute** between two Loockerman Street Businesses
- **Assist Code Enforcement** – Vacant/Condemned property – 600 River Road
- Participated in the **Town Pointe HOA** meeting
- Assisted Motor Unit with **Funeral Escort** – retired DFD member
- Assisted a homeless youth – PAL items and a donated bicycle
- Liaison with the **YMCA and Parks & Rec Dept.** regarding future collaborations
- Supported the **Special Olympics** Golf Tourney – MapleDale CC – September 15th
- Assisted Dover **Air Force Base Security Forces** – Missing Airman
- Follow-up **- Lewdness/Trespass** complaint – 32 S. Governor's Ave. – **Warrants filed**

COMMUNITY POLICING – Behavioral Health

- The **Behavioral Health Unit** (BHU) responded to and/or assisted with **60 notable Calls for Service** (CFS).

- Of those **60** CFS, the following occurred:

  13 involved **transports** to the Dover residential locations, the DART property, or various regional Medical/Mental Health Facilities.

  - **19** involved **Mental Health** contacts and **4** involved **Substance Abuse** contacts, while **3** CFS involved a **combination of both**.
  - **48** direct field contacts occurred during the **60** complaints involving Mental Health, Substance Abuse, and/or Other Circumstances.
  - **49** field contacts involved **other circumstances** and/or call types.
  - BHU saved Patrol and other Units approximately **32 hours** by placing other Officers back in normal service.

- BHU Meetings/Events/Community Engagement/Projects/Training:

  - **Most Notable:** CPL Shepherd completed instructor-level de-escalation training delivered by Premier Police Training LLC and approved by COPS/USDOJ.
  - CPL Shepherd presented on a panel at Delaware Technical Community College Stanton Campus Discovery Day.
  - The BHU was happy to accept a Mayoral Proclamation to make September 'Recovery Month' in the City of Dover.
  - CPL Shepherd was a guest instructor for NAMI Crisis Intervention Training.
  - CPL Shepherd provided Lethal Violence Protective Order instruction at Milford Police Department for their in-service training.
  - CPL Shepherd attended an independent Crisis Focus Group meeting, which focused on improving behavioral health systems issues throughout Delaware.
  - The BHU met with the new CEO of Dover Behavioral Health to continue building a successful relationship between community resources and Law Enforcement.
  - The BHU successfully collaborated with Code Enforcement about several complaints throughout the City of Dover.
  - CPL Shepherd assisted the Criminal Investigations Unit with the September shooting in Simon Circle.

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

- The annual Dover PD Citizens Police Academy kicked off on September 9, 2026. We are happy to say that we received significantly more applications this year and actually had to shave down the roster to meet the limitations of the program. The class is all Dover residents and will run through early November. Each Wednesday evening, the students will be exposed to a different aspect of policing and how it is managed by the Dover PD. We look forward to a great session this fall.

- After a brief pause to work out a situation with DelDot, we continue to study the potential implementation of technology aimed at vehicle speed reduction. The State of Delaware has passed an enabling statue for "speed cameras" and we are collaborating with the State-approved vendor on assessing the suitability on qualifying Dover roadways. Results of the speed surveys are expected to come in over the course of September and October and a recommendation is anticipated for early 2027.

- Conditional offers of employment were made to two Cadet candidates and they both chose to accept. While not enough to address the current rate of vacancy, the selections bring our roster back up to four with room for two to three more. We expect to onboard the new additions- Mr. Jarrett Johnson and Mr. Toby Tesch, in October and they will assume duties in the Community Policing Unit. The Planning and Training Unit continues to aggressively work toward filling all existing vacancies.

- The Zach Bryan concert weekend occurred on the 18th and 19th of September. As with most events occurring in the Woodlands, the entire Department was mobilized in some fashion to address safety, security and traffic in and around the motor speedway. There were no significant problems encountered during the event.

- The Department would like to highlight the graduation of Lieutenant Christopher Bumgarner from the Northwestern University School of Police Staff and Command. Like the FBI National Academy, this is a 500 hour command level course designed for staff officers with police administration responsibilities that include best practices for policy and procedure in law enforcement. Speaking of the FBINA, Captain Robert "Ernie" Roswell graduated from that program in June and the milestone was accidently left off of the June report. The NA enjoys international enrollment and instructors from around the nation who are distinct subject matter experts in the policing profession. Congratulations to both Captain Roswell and Lieutenant Bumgarner.

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

City of Dover

FINAL READING

PROPOSED ORDINANCE #2026-15

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

That Chapter 42 –Environment, be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikethrough as follows:

Sec. 42-3. Lighting

(a) *Generally.* It shall be unlawful for any person to install, maintain, operate, or cause to be installed, maintained, or operated, any excessive, unreasonable, or unusually bright lighting, glare, or illumination that annoys, disturbs, injures, or endangers the comfort, repose, health, peace, or safety of others, or creates a risk thereof, within the limits of the city.

(b) *Exterior Lighting.* All exterior lighting shall be installed, maintained, and operated to minimize light trespass onto adjacent properties. The type, height, location, intensity, and shielding of exterior lighting fixtures shall be designed and maintained so that light is directed onto the subject property and does not unnecessarily shine, glare, or reflect onto adjacent buildings or properties.

(c) *Light Trespass.* Exterior lighting shall not be installed or operated in a manner that causes excessive or unreasonable illumination, glare, or light trespass onto adjacent properties or public rights-of-way.

(d) *Shielding.* Where necessary to prevent excessive glare or light trespass, exterior lighting fixtures shall be appropriately shielded, redirected, or adjusted to confine illumination to the subject property.

(e) Notice. Where a violation of this section is identified, the property owner shall be notified of the violation and, when applicable, any complaint received concerning the violation. The property owner shall take all reasonable and necessary action to correct the violation and bring the premises into compliance with this section.

(f) Violations; penalties. Any property that violates any provision of this section shall be subject to the fines and penalties provided in Appendix F—Fees and Fines.

APPENDIX F - FEES AND FINES

Chapter 42-3.- Lighting

Chapter 42.Environment	
Sec. 42-3. Lighting	
Subsec. (f) Violations; penalties, Initial Notice	**$0.00**
Subsec. (f) Violations; penalties, Second Notice	**$100.00**

DRAFT

Subsec. (f) Violations; penalties, Third Notice	**$200.00**
Subsec. (f) Violations; penalties, Fourth Notice	**$300.00**
Subsec. (f) Violations; penalties, Fifth Notice	**$500.00**
Subsec. (f) Violations; penalties, Sixth and Subsequent Notice	**$1000.00**

ADOPTED: *

SYNOPSIS

This proposed ordinance establishes standards for exterior lighting within the City of Dover to address excessive or unreasonable lighting, glare, illumination, and light trespass. The ordinance requires exterior lighting to be installed, maintained, and operated in a manner that minimizes impacts on adjacent properties and public rights-of-way. These amendments provide a specific regulatory framework for addressing lighting-related complaints and violations while establishing standards intended to prevent excessive lighting, glare, and light trespass from adversely affecting neighboring properties.

(SPONSORS: ROCHA & DUCA)

Actions History

11/09/2026 – Scheduled for Final Reading – City Council

10/26/2026 – First Reading – City Council

10/13/2026 - Scheduled for Introduction - Legislative, Finance, and Administration Committee

DRAFT