REGULAR COUNCIL MEETING

The Regular Council Meeting was held on June 27, 2016 at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole (departed at 7:54 p.m., and returned at 7:58 p.m.), Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Council staff members present were Police Chief Bernat, Mrs. Mitchell, Mr. Koenig, Fire Chief Carey, City Solicitor Rodriguez, and Mrs. McDowell. Mrs. Townshend was absent. Mayor Christiansen was also present (departed at 7:54 p.m.).

OPEN FORUM

The Open Forum was held at 7:15 p.m., prior to commencement of the Official Council Meeting. Council President Slavin declared the Open Forum in session and reminded those present that Council was not in official session and could not take formal action.

Mr. William Neaton, Director of Economic Development for the City of Dover, stated that City Council took action a month or so ago that affected his office and he wanted to respond to a few of the comments that were made. With regard to comments that they should have advertised the Garrison Oak Technology Park in *USA Today*, Mr. Neaton advised that he would have loved to have advertised in all types of national publications; however, his marketing budget was zero. Regarding comments that he should have been attending regional and national conferences, Mr. Neaton advised that his travel budget was $100. He noted that, over the last four (4) years, he put almost 80,000 miles on his personal car attending meetings and seminars, much of which were for the City.

Mr. Neaton stated that he was truly grateful for the privilege to have worked for the City of Dover for the past eight (8) years, noting that it has been one of the highlights of his professional career. He stated that he felt that they had accomplished a number of good things, such as creating relationships throughout the State that were not created in the past and developing a good working relationship with other economic development agencies. Mr. Neaton stated that they also had some good successes, such as Uzin Utz, Advantech, Produce Junction, and the Garrison Energy Center, all of which they worked directly with.

Mr. Neaton advised that Mr. Ed Perez and Mrs. Beverly Jackson of his office are truly hard working, dedicated, and professional people. He noted that they had worked the past month with a black cloud over their heads and they have never wavered in their diligence to do a good job. Mr. Neaton stated that he hopes City Council will take care of them.

Ms. Kristen Pleasanton, current Chair and eight (8) year member of the Design Committee for the Downtown Dover Partnership, stated that she had witnessed the hard work of Mr. Neaton, Mr. Perez, and Mrs. Jackson, and the successes resulting from their hard work. She stated that she has always had their support for all of their activities, in particular Mrs. Jackson, who has been her contact in the office, and Mr. Perez, both of whom are extremely conscientious, dedicated, and kind. Ms. Pleasanton stated that she wanted to express her support of Mrs. Jackson and Mr. Perez and to thank them for all of their hard work.

Mayor Christiansen requested members to join him in a moment of silence in memory of Ryan Bradford; Eliza James, wife of former City Manager William T. James; and the victims of the Orlando, FL shootings.

The invocation was given by Mayor Christiansen, followed by the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS

Mr. Neil moved for approval of the agenda, seconded by Mr. Hutchison and unanimously carried.

Mr. Lewis requested that items #4-C-4 - Whatcoat Village Revitalization Payment-in-Lieu of Taxes (PILOT), #4-C-6 - Recommendation of General Employee Pension Board - Consideration of a Retiree Cost of Living Allowance (COLA), and #7 - Appointments (Reappointments) Recommended by Mayor Christiansen, be removed from the Consent Agenda.

Mr. Neil moved for approval of the Consent Agenda, as amended. The motion was seconded by Mr. Hosfelt and carried by a unanimous roll call vote.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JUNE 13, 2016

The Minutes of the Regular Council Meeting of June 13, 2016 were unanimously approved by motion of Mr. Neil, seconded by Mr. Hosfelt and bore the written approval of Mayor Christiansen.

PROGRAM PRESENTATION - FIRST STATE COMMUNITY ACTION AGENCY

During the Council Committee of the Whole/Parks, Recreation, and Community Enhancement Committee meeting of June 14, 2016, Charles Kistler, Program Manager, First State Community Action Agency (FSCAA), reviewed a presentation regarding the organization's Healthy Home, Energy Efficiency, Lead Safe, and People Centric (H.E.L.P.) Program. Council President Slavin stated that this matter could be placed on the agenda for a Regular City Council meeting, which would be televised and might be an opportunity to get the word out regarding the H.E.L.P. Program in another venue.

During the Council meeting, Mr. Kistler reviewed a presentation entitled "City of Dover Council Briefing - June 27, 2016." He explained that FSCAA is a Statewide community action agency that has a special relationship with communities in the State, especially those that are hard pressed. He stated that they offer more than 20 programs, including family services, housing and financial literacy, community services, community-based after school programs, employment training, and senior services.

Mr. Kistler reviewed some of the components of the H.E.L.P. Program. He advised that the program's Healthy Home aspect has to do with 29 hazards defined by the Department of Housing and Urban Development (HUD), including pest infestation, indoor air quality, floors that are not structurally sound and cause trips and falls, etc. Mr. Kistler noted that the Energy Efficiency component has to do with helping people understand how to save energy and to apply these savings to a better quality of life. He stated the importance of the Lead Safe aspect of the program, noting that it was unknown how many children currently living in poverty are being poisoned by lead-based

paint. Mr. Kistler indicated that FSCAA currently has a grant to contain or abate lead. He stated that the People Centric aspect is a key piece of FSCAA programs because self-sufficiency is FSCAA's main objective. This requires that they understand their clients and work toward putting sustainable behaviors in place that will lead clients to take full advantage of the work FSCAA does with the other components of the program.

Referring to page 2 of the presentation, Mr. Kistler advised members that the Summer Cooling Assistance Program (SCAP) and Replace Repair Heaters & Conserve Energy (RRHACE) Program are components of the H.E.L.P. Program that are funded by the Low Income Home Energy Assistance Program (LIHEAP) through the State of Delaware Division of Health and Social Services (DHHS). He explained that FSCAA was fortunate to win a 2016 base contract with an option for four (4) additional years for this program. Mr. Kistler noted that the benchmarks for this project in regard to air conditioning include installation of 650 window-mounted, wall-mounted, or portable-mounted air conditioners State-wide. He indicated that FSCAA was disappointed because they had not been able to get the word out or make proper outreach to obtain the number of interested people that they expected. Mr. Kistler stated that they had hoped for hundreds of participants to line up but had experienced numbers only in the single or double digits and was hopeful that they would benefit from the visibility provided by this Council meeting.

Mr. Kistler advised that FSCAA also offers EcoKits that include LED lights that substantially reduce kilowatt consumption, low-flow shower heads, aerators, night lights, door sweeps, and window sealing. He stated that EcoKits add the benefit of offsetting what the air conditioners consume in electricity and also include an educational piece. Mr. Kistler noted that summers would become hotter each year and expressed concern about elderly people, young children, and those with breathing disorders, noting that FSCAA witnesses horrific situations on a daily basis. He advised that people in need are not aware of the program and do not know to ask.

Mr. Kistler stated that extreme heat of the summer and extreme cold in the winter are crisis-oriented events, noting that FSCAA offers Statewide programs to address them and makes a concerted effort to identify those in real crisis and move them to a top priority level. He noted that FSCAA planned to provide 250 heating unit repairs and 200 replacements. They also planned 81 Healthy Home interventions based on 29 hazards, such as indoor air quality, pest infestation, and mold, noting that homes could not be healthy without fixing heating problems first. Mr. Kistler expressed the need to work in partnership with housing authorities and code enforcement individuals to identify homes without heat. He informed members that they have $1.6M for this purpose and that there are funds that must be spent before the end of September. Mr. Kistler stated that they were blessed to receive another contract to help people since they had hit their benchmarks. He noted that they also offer training. Mr. Kistler explained that there is only energy educator in the State of Delaware for this type of work and FSCAA wants to educate more people in the communities and train them to be energy educators. He noted that the FSCAA not only put in measures and repair heaters, but also act as an advocate for clients. Mr. Kistler informed members that FSCAA understands that breathing difficulties may bring a client to the emergency room and that some clients may have asthma or have to put cotton in their children's ears to prevent bugs from entering. He stated that as long as they can understand the problems, they can come up with an attack strategy to remediate them. Mr. Kistler indicated that data tracking and evaluation of the RRHACE program is a means for FSCAA's

survival, because without hard outcome analytical data to prove that the money spent is benefitting the clients being served, they will not be funded going forward.

Mr. Kistler, referring to page 3 of the presentation, expressed the desire to focus in particular on the Department of Public Health Lead Paint Hazard Reduction (DeLead) program tonight. He advised members that census data showed that 50,000 children were living in poverty in Delaware. Areas were targeted for lead remediation, lead abatement, and containment of lead-based paint. Mr. Kistler indicated that there was a three (3) year contract with an option for two (2) additional three (3) year extensions for this purpose, noting that the contract was in its second year. Mr. Kistler advised that HUD runs the program, which is a very difficult program administratively, that has amazing outcomes. He indicated that 160 homes had been designated for Healthy Homes; therefore, they would be able to identify and get rid of mold or pest infestation in conjunction with the DeLead program work. Mr. Kistler stated that this was a $1.3M contract for the year ending November 30, 2016, and 37 homes must be completed within the next 90 days. He explained that help is needed to identify these homes.

Mr. Kistler reviewed the DeLead - Service Delivery Model on page 4 of the presentation, noting that the young man pictured in the middle of depicts the person FSCAA is trying to help, and if the young lady pictured holding him is pregnant, they are also trying to help her. He noted that Delaware Public Health (DPH) is the grantee and works directly with HUD in Washington, D.C. They would provide $2.7M over a three (3) year period and oversee the program. DPH relies on FSCAA to administer the program and provides leadership and coordination with HUD. Mr. Kistler advised that Delaware Health and Social Services is FSCAA's gateway, noting that there are 15 service centers in the State, seven (7) or eight (8) of which are in Kent and Sussex Counties. He stated that FSCAA was originally engaged to cover seven (7) zip codes and did such a good job that they were allowed to expand to zip codes throughout Kent and Sussex Counties, which indicated that they were hitting their numbers. Mr. Kistler advised that HUD is very strict and classifies agencies into green, yellow, and red statuses, noting that being in the red status is agonizing. Although FSCAA had a bit of a rough start, he stated that they had successfully remained in the green area and were doing a good job. He felt that DeLead should be a State-wide program; however, they were now focusing on the City of Dover because two (2) of the zip codes in the City had the most houses built before 1978 that are candidates for lead-based paint. Mr. Kistler expressed thanks to Mayor Christiansen for a letter writing campaign that reached out to schools in the Capital School District, Head Start, and the Modern Maturity Center, noting that these types of partnerships are needed to identify children so that FSCAA can follow up and get an audience. He advised that the Department of Natural Resources and Environmental Control (DNREC) is also a partner with the lead program and had committed funds for the weatherization of 100 homes.

Mr. Kistler explained that two (2) members of Council had met with FSCAA and FSCAA would be walking through some of the homes discussed. He informed members that City management, including the City Manager's Office, Department of Planning and Community Development, and Emergency Management/Public Affairs had been very helpful. Mr. Kistler thanked the Dover Public Library for making space for their program. He expressed the need to know where housing stock is and to work with the school systems, stating that FSCAA is working with the Capital School District to identify children in the elementary schools in residences with lead-based paint and

determine if they have been affected. Mr. Kistler noted that they are also working with the faith-based community in regard to housing.

Mr. Kistler expressed disappointment that FSCAA did not receive the training grant from the Department of Labor. He noted that during the Council Committee of the Whole/Safety Advisory and Transportation Committee meeting, he had expressed excitement about this possibility but would pursue finding ways to employ people in Communities of Promise and to work on lead work and heating/cooling work. Mr. Kistler explained that a portion of their existing grant allows them to train 40 people in the community through Delaware Technical Community College and put them to work through contractors.

Mr. Kistler reviewed a map depicting Parcels with Structures Built in 1978 or Earlier ***(Exhibit #1)*** and advised members that thanks to Mr. Scott Koenig, City Manager, and Mr. Kirby Hudson, Assistant City Manager, all of the City's housing stock from prior to 1978 had been plotted, and this included 4,785 properties. Mr. Kistler stated that 1,025 of these properties were older stock, which would have a higher probability of lead-based paint. He informed members that FSCAA planned to approach the school systems and the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) to identify the children and create a map overlay which would show where the children are relative to the location of the housing stock. It could then be determined if these children have elevated blood levels. Mr. Kistler advised that if children were poisoned, this would be addressed as a priority one (1) issue, in the same way that the problems of someone over 60 years old in a winter crisis situation are addressed. He emphasized the need to find these children, have them tested, and remediate the paint. Mr. Kistler stated he was unsure of the number of children affected, but when this question was posed to the Mayor, he indicated that it must be found and corrected transparently, regardless of the number.

Mr. Kistler stated that any awareness the City could provide in regard to the lead or summer cooling programs would be appreciated. In regard to the heating program, he stated the need to identify owner-occupied homes, since they could not do repairs or replacements of heater units through a tenant relationship. Mr. Kistler stated his intent to develop a secondary workforce development plan.

Mr. Kistler indicated that a young lady, writing on behalf of an elderly woman, had provided him a perspective that he felt was important for members to hear since it said a lot about people in need. He read this work, as follows:

Come Into My Home

> *Come into my home. You'll find me quietly sitting in the cold – sweater on, extra socks on. I worry. Why am I alone yet surrounded by many? Where is my family? Where will I find the money to eat? What if I fall? Who will hear me? Come into my home. Let me bend your ear. No one else listens. I don't feel so old inside. Does anyone care that my house is old and drafty, that my heat is broken, that I may be broken myself? Please come into my home.*

Mr. Hutchison asked Mayor Christiansen and Council President Slavin where Council would go from here in regard to this matter. He felt there was an opportunity for the City to embrace this

program and indicated that he would like to see the City move forward. Responding, Mayor Christiansen advised that since an original meeting was held with FSCAA, a commitment had been made to assist them in any way possible. Efforts were continuing to make sure the goals and mission of FSCAA were accomplished. Mayor Christiansen noted that the City was continuing to work with this fine organization to make sure that those who need these services the most are touched.

In response to Mr. Hutchison, Mayor Christiansen estimated that there were approximately 4,800 houses in the City built before the 1970s extending up until nearly the1980s, noting that staff was trying to substantiate that number. Mayor Christiansen advised that the City had to review building permits and tax records to verify this information.

Mr. Hutchison moved to strongly endorse the City's participation and support of this program. The motion was seconded by Mr. Neil and unanimously carried.

Mr. Slavin stated that Council would invite Mr. Kistler back to provide updates.

PROPOSED RESOLUTION NO. 2016-07 - PROPOSING INCLUSION OF WESTFIELD INTO THE KENT COUNTY STORM WATER MAINTENANCE DISTRICT

Mr. Scott Koenig, City Manager, advised members that the Kent County government has a program whereby various subdivisions can enter into a maintenance district, with the assistance of the Kent Conservation District being the inspector as well as potentially the contractor, to repair any deficiencies. He stated that this program is offered across Kent County to subdivisions outside incorporated limits as well as those within the incorporated limits of a municipality. Mr. Koenig explained that for subdivisions within a municipality, a resolution must be authorized by city council for the subdivisions to enter into the maintenance district. Mr. Koenig stated that this is how these types of facilities will be maintained in perpetuity. He advised members that staff supports subdivisions entering into maintenance districts with the caveat that if the City of Dover ever creates a stormwater utility, these subdivisions would have to join the City's utility and forego the maintenance obligations in the County program. Mr. Koenig noted that since the City did not currently have such a program and these facilities are in need of inspection, repair, and maintenance, staff endorses the resolution.

Mr. Neil moved for adoption of the Resolution, seconded by Mr. Hutchison and, by a unanimous vote, Resolution No. 2016-07 was adopted, as follows:

A RESOLUTION PROPOSING INCLUSION OF WESTFIELD INTO THE KENT COUNTY STORM WATER MAINTENANCE DISTRICT

WHEREAS, pursuant to 9 Del. C. §5202 et.seq. and Chapter 187 §90.4E(1) of the Kent County Code, a Petition to extend the stormwater maintenance district for the area known as Westfield was submitted by a majority of the real property owners within the proposed district; and

WHEREAS, pursuant to Chapter 187 §90.4.E(2) of the Kent County Code, the Kent Conservation District inspected the stormwater management facilities for the proposed stormwater maintenance district, identified required repairs, and developed an operation and maintenance plan; and

WHEREAS, the property owners of Westfield have requested the Stormwater Maintenance District Complete the required repairs to be repaid over a period of five (5) years; and

WHEREAS, Chapter 187 §90.4.E.(7) of the Kent County Code requires that for subdivisions and land developments located within incorporated areas, the petition shall be accompanied by evidence of concurrence of the local governing body.

NOW THEREFORE BE IT RESOLVED:

1. That the proposed stormwater maintenance district expansion is adequate and appropriate; and

2. That all of the property owners within the district are benefitted directly or indirectly thereby; and

3. That it is in the public interest to extend the stormwater maintenance district in the manner proposed; and

4. That the stormwater maintenance infrastructure within Westfield, exclusive of that within Delaware Department of Transportation/City of Dover right-of-way, shall be maintained in accordance with the Operation and Maintenance Plan and that maintenance may include routine maintenance and shall include regular minor and major maintenance as well as emergency repairs as needed, as defined by Chapter 187 §90.4.B of the Kent County Code; and

5. That the inclusion of Westfield within the Stormwater Maintenance District and the resulting infrastructure maintenance managed by the County shall take precedence over any homeowner obligation for stormwater management included in declarations of restrictions or similar development agreements. Any common open space or infrastructure within a community not maintained as part of a stormwater maintenance district shall remain the responsibility of the homeowners; and

6. Inclusion of Westfield with the Stormwater Maintenance District shall not exempt lot owners within the subdivision from participation in a stormwater utility should one be established by the City of Dover; and

7. That the City of Dover Council concurs with the extension of the Stormwater Maintenance District - Westfield.

ADOPTED: JUNE 27, 2016

COUNCIL COMMITTEE OF THE WHOLE REPORT - JUNE 14, 2016

The Council Committee of the Whole Meeting was held on June 14, 2016 at 6:13 p.m., with Council President Slavin presiding (departed at 6:15 p.m. and returned at 6:17 p.m.). Members of Council present were Mr. Anderson, Mr. Sudler, Mr. Neil (arrived at 6:15 p.m., departed at 6:42 p.m., returned at 6:45 p.m., departed at 7:07 p.m., returned at 7:10 p.m., departed at 7:36 p.m., and returned at 7:40 p.m.), Mr. Lewis (departed at 6:53 p.m.), Mr. Cole, Mr. Hare, and Mr. Hutchison. Mr. Hosfelt and Mayor Christiansen were

absent. Civilian members present for their Committee meetings were Mr. Caldwell and Mrs. Horsey (*Parks, Recreation, and Community Enhancement*), Ms. Arndt and Mr. Blakeman (*Utility*), and Mr. Shevock and Ms. Stewart (*Legislative, Finance, and Administration*).

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

The Parks, Recreation, and Community Enhancement Committee met with Chairman Sudler presiding.

Program Presentation - First State Community Action Agency

Mr. Charles Kistler, Program Manager, First State Community Action Agency (FSCAA), advised members that FSCAA is a non-profit organization and is the only Community Action Partnership (CAP) agency in the State of Delaware. He reviewed a presentation entitled "City of Dover Council Briefing - June 13, 2016," stating that FSCAA has more than 20 programs. Referring to Page 2 of the presentation, Mr. Kistler reviewed the components of the organization's Healthy Home, Energy Efficiency, Lead Safe, and People Centric (H.E.L.P.) Program, as follows:

1) Department of Public Health (DPH) Lead Based Paint Hazard Reduction (DeLead) Program - Mr. Kistler explained that FSCAA's DeLead program was started in seven (7) targeted zip codes, noting that the two (2) largest zip codes were in the City of Dover, which has some of the oldest housing stock in the State. Mr. Kistler stated that 250 homes were identified as positive for lead, and remediation and abatement was completed, although this was a nominal scratch of the surface. He indicated that City management had been very supportive of this process and had provided documentation on nearly 5,000 homes in the City that were built before 1978. Mr. Kistler explained that 160 Healthy Home Repairs were completed for issues such as pest infestation and mold.

2) Low-Income Home Energy Assistance Program (LIHEAP) Summer Cooling Assistance Program (SCAP) - Mr. Kistler advised that FSCAA was in the first year of a five (5) year, Statewide program for SCAP, and City management had been very supportive in getting the exposure needed. He noted that, due to extreme temperatures, many more people need air conditioners. Mr. Kistler explained that Energy Conservation Kits (EcoKits) include LED light bulbs, aerators, low-flow shower heads, night lights, door sweeps, and first aid kits.

3) Low-Income Home Energy Assistance Program (LIHEAP) Replace Repair Heaters and Conserve Energy (RRHACE) Program - Mr. Kistler stated that the RRHACE Statewide program started last year and is a five (5) year program that provides for repair and replacement of heaters. He noted that before September 30, 2016, 450 heaters would be repaired or replaced. Mr. Kistler indicated that FSCAA would be working with the City's code enforcement and property development staff to identify people with no heat.

4) Today's Reinvestment Around Industry Needs (TRAIN) Program - Mr. Kistler stated that FSCAA had submitted a training plan to the Department of Labor for approval. This program would allow FSCAA to go into communities, identify those who would be eligible for training through community leaders, bring those individuals through a vocational technology program, and put them into jobs in their own neighborhoods, which FSCAA has termed "Communities of Promise." Mr. Kistler stated that they had asked the City of Dover to write a letter of support for this program, and if FSCAA reaches the implementation phase of this large initiative, they will start to recruit individuals to help their own communities.

Mr. Kistler, referring to page 2 of the FSCAA presentation, reviewed the H.E.L.P. - Hub and Spoke Service Delivery Model, explaining that Communities of Promise had been identified as concentrated areas of poverty where community leaders could identify people to be brought in through the Delaware Technical Community College (DTCC) system through a workforce development training plan. Mr. Kistler stated that FSCAA DeLead program has a contractual obligation to identify and train up to 40 people in the Renovation, Repair, and Painting (RRP) formal certification program. He expressed the desire to certify as many people as possible in these communities and put them to work with contractors who perform lead work, creating a path forward for participants. Mr. Kistler indicated that FSCAA is working with DPH in regard to the DeLead Program and with the Delaware Department of Health and Social Services (DHSS) regarding the RRHACE and SCAP programs, and these entities were funding the activity that the agency has planned for the next five (5) years.

Mr. Kistler explained that FSCAA had partnerships in place related to the Department of Natural Resources and Environmental Control (DNREC) weatherization program, Senate Bill 150, the Clean Power Plan (CPP), and the Sustainable Energy Utility (SEU) to identify available funding and craft programs for low-income families. He noted that FSCAA was trusted to be able to identify programs that will bring self-sufficiency to their clients in the communities. Mr. Kistler explained that DHSS and utility providers are gateways that clients are

moving through to be identified, have their needs assessed, and effectively apply to programs.

Mr. Kistler stated that FSCAA is working with an analytical firm from Princeton, New Jersey to develop analytical data to back up that the investment being made in these programs has a legitimate outcome. He informed members that the City was helping FSCAA to share and collaborate on data and was playing a major part in identifying needs in concentrated areas of poverty in the City. He indicated that the Delaware Housing Authority, Wilmington Housing Authority, and Dover Housing Authority needed to identify the properties in the cities that are deficient so that financial resources can be pooled and existing talent can be used to implement programs with good outcomes. Mr. Kistler stated that houses of worship would also be key because of the trust factor. He noted that the City of Dover is the hub of the model.

Mr. Kistler, referring to page 4 of the presentation, reviewed the H.E.L.P. Program. He indicated that the FSCAA was not necessarily asking for money, but that his request was more about being able to work collaboratively toward data collection and demographics in the City to leverage combined resources. Mr. Kistler reviewed the ways that the City of Dover could support the Program, as follows:

1) DeLead Collaboration Plan - Mr. Kistler reiterated that there were 5,000 pre-1978 properties that are candidates for this program, noting that children under six (6) years old living in those houses could potentially be poisoned. It was unknown whether or not they were poisoned as there was no requirement to have the children tested. Mr. Kistler indicated that the City Manager had put FSCAA in touch with the superintendent of the school systems, and they were starting to craft a relationship to identify kids that could be tested and match this up against the properties. This would provide a focused idea of where properties are with children who could potentially be poisoned by lead paint and allow them to act.

2) SCAP Collaboration Plan - Mr. Kistler indicated that FSCAA has offices in all three (3) counties, including one (1) in the Blue Hen Mall; however, they do not have a brick and mortar appearance as a community action agency in the forefront and need this. He advised that mass intake is performed every week for the summer cooling program in different counties. Mr. Kistler stated that they were disappointed that more people were not signing up for the program, noting that they sometimes have only 13 people per day at the Blue Hen Mall, and they should have hundreds. He indicated that the FSCAA is asking for help to raise awareness. Mr. Kistler noted that there are eligibility requirements, including being over the age

of 60, having medically proven breathing issues such as COPD or asthma, having children, being medically challenged, etc. He stated that FSCAA would have 650 air conditioners by September 30, 2016.

3) RRHACE Collaboration Plan - Mr. Kistler stated that they have 450 heating units to be completed by September 30, 2016 and have completed 238. He asked for help identifying clients with no heat now to avoid panic in the fall.

4) TRAIN Collaboration Plan - Mr. Kistler stated that if the agency is blessed with a training grant, they would like to return to the City of Dover. He believed that there would be an 18-month implementation period to identify people in the community that could be trained through DTCC as energy educators and quick-help assessors. Mr. Kistler noted that if these individuals can be certified and put to work in an apprenticeship program, they could do some good and create role models for their communities. He advised that a merger had just taken place that affected Delmarva Power, and they were discussing some type of assistance for people who were in the dunning process and bordering on disconnection of their electricity. Mr. Kistler stated that these individuals would be put into a formal training program. He noted that there was only one (1) energy educator in the State and expressed the desire to create more. Mr. Kistler stated the desire to have the utility companies and electric cooperatives bring individuals into these programs and help FSCAA help clients understand how to become more energy efficient, decrease consumption of energy, and apply these savings toward a better quality of life and less dependence on social programs.

Mr. Kistler stated the desire to stay in touch with the City. He expressed FSCAA's belief that the capital of the State is where their master plan should be laid out, reiterating that the City had a big need. He felt the master plan could then be applied to any city in the State.

Mr. Hutchison questioned how long the training and certification program would take. Responding, Mr. Kistler stated that if they receive the grant award in July, participants would be brought in to DTCC in September. Certification would be a one (1) to three (3) week process, depending on the type of certification. He explained that resources would be shared, noting that DTCC has some funding for apprenticeships, FSCAA would have funding from the grant, and the employer would

be expected to contribute funds. Mr. Kistler stated that they were looking at a 90-day apprenticeship.

Mr. Anderson asked Mr. Kistler to elaborate on the FSCAA's summer jobs program. In response, Mr. Kistler stated that FSCAA will find out in early July if the Department of Labor will approve their training plan, and FSCAA could then provide all relevant information. He noted that all three (3) campuses of DTCC are partnering in regard to workforce development to help train people and get them employed, as is Delmarva Power. Mr. Anderson requested that Mr. Kistler advise him when FSCAA receives information about their grant, noting that he would like to share with Mr. Kistler the names of 400 people who need jobs.

Mr. Anderson asked if Mr. Kistler needed anything from the City, or if staff needed something from Council in this regard. Responding, Mr. Kirby Hudson, Assistant City Manager, advised that he had been responding to Mr. Kistler's requests and staff was trying to do what they could to support FSCAA.

Mr. Scott Koenig, City Manager, stated that staff wanted FSCAA to come before Council to promote their program, and requested that Council members who prepare newsletters or electronic communications help in this regard. He stated that this was a rare instance where someone was coming to the City with human and financial resources behind them and asking for the City to help establish community contacts. Mr. Koenig explained that FSCAA staff had experienced difficulty in getting people to answer their doors when they are out knocking and advised that contacts provided by members could help. He felt this was a wonderful opportunity for the community.

Mr. Slavin stated that FSCAA could be placed on the agenda for a Regular City Council meeting, which would be televised and might be an opportunity to get the word out in another venue. Mr. Kistler responded favorably, stating the desire to create as much awareness as possible. Mr. Slavin indicated that the City Clerk's Office would get in touch with Mr. Kistler.

Update - Residential Appeal Process and Non-Compliant/Non-Conforming Uses

During their meeting of January 11, 2016, Council approved the Parks, Recreation, and Community Enhancement Committee's recommendation that staff be requested to prepare a residential appeal process and to also look at those properties within City limits that are clearly non-compliant with the uses to be reviewed by the Committee during their March meeting. During the Council Committee of the Whole/Parks, Recreation, and Community Enhancement Committee meeting of March 15, 2016, Mrs. Ann Marie Townshend, Director of Planning and Community Development, reminded members that the first step in this process would be to determine the degree of the problem with non-conforming uses by finding out how many such uses exist. She advised that her staff had been working with the Geographic Information Systems (GIS) staff in the Public Works Department, and they were in the process of developing an application that would allow the City's planners to go into the field and document non-conforming uses. Mrs. Townshend stated that staff could then

determine which of the non-conforming uses would be permitted as a conditional use, noting that multi-family residential uses would not be permitted any longer in certain residential zones. From that point, a strategy could be developed on how to attrition non-conforming uses.

During the Committee meeting of June 14, 2016, Mrs. Townshend stated that two (2) members of the Planning Department staff were going out to identify each non-conforming use in residential zones. In her last discussion with these staff members, the process was moving slower than expected. She advised that one (1) quarter of the geographic area of the City was complete, and they estimated completion in two (2) months. Mrs. Townshend advised that once staff has a picture of non-conforming uses, they would bring forward the language and proposed process to sunset those uses.

Mr. Slavin stated appreciation for the effort to complete a 100% census; however, he questioned whether a representative sample could be relied on, noting that this could be approached in broad categories of uses. Responding, Mrs. Townshend stated her understanding that all non-conforming uses in residential zones would be sunsetted and, if this was so, all such uses must be identified.

Mr. Slavin questioned if such uses could be sunsetted in a blanket ordinance adopted by Council. He expressed frustration because it was taking a long time to get to a solution, and in the interim non-conforming uses were continuing to cause problems. Mr. Slavin noted that there had been a recent problem, with the root cause being a bar operating in the heart of a neighborhood in the middle of the Fourth District. He indicated that everything the City does, including police enforcement, cameras, street cleaning, and picking up garbage, would not correct the problem until there is no longer a bar in the middle of a residential area.

Mrs. Townshend stated that this could be approached in several ways. She explained that if all non-conforming properties are not sunsetted, there would be a need for fair system to handle them. Mrs. Townshend advised that a section in the Code could be developed under non-conforming uses to deal with those uses that have been determined to be a nuisance and criteria could be set to bring them forward more expeditiously. She indicated that when this matter was considered by the Committee in December, she shared her belief regarding the proper methodology and had stated that it would be very time consuming and labor intensive, and no Council members had told her to do this differently.

Mr. Slavin stated his concern regarding the statement that 25% of the properties had been completed in six (6) months and that the other 75% would be completed in two (2) months. In response, Mrs. Townshend explained that staff had to develop a tablet application to be used for this process. She indicated that she had been very up front that this project would take a lot of time and labor. Mrs. Townshend offered to move forward in a different way if that was what Council wanted; however, she explained that she was proceeding in the way that she previously outlined.

Mr. Slavin stated that he is sensitive to not micro-managing staff; however, this was taking a little longer than he was comfortable with. Although he did not wish to speak for others, he expressed his opinion of the need to get to a solutions-based approach rather than data gathering.

In response to Mr. Hare regarding a retail business that is set up across from K-Mart, Mrs. Townshend explained that this was not a case of non-conforming use, explaining that a business license was issued for this enterprise under policies that existed in the past. She indicated that the business license would expire in the current month, would not be reissued, and the business owner was aware of this.

Mrs. Townshend explained that a non-conforming use is a use that was legal when it was established but the zoning had changed so that it is no longer a permitted use. She noted that the most numerous non-conforming uses seen in the City were houses that had been carved into apartments. Mrs. Townshend advised that the Elks' Club on Kirkwood Street and a liquor store on Forest Street were non-conforming uses. When the issue of non-conforming uses first came up, she spoke with Mr. William Pepper, Deputy City Solicitor, who was very clear that the City needed to be fair and consistent in how non-conforming uses are dealt with, and Mrs. Townshend had used this approach in developing a process. She indicated that if another process were developed, it must be fair and consistent.

Mr. Sudler asked if it would be fair to use a process that is complaint driven, since this type of process is used for code enforcement. Responding, Mrs. Townshend stated her belief that if this approach is used, there would need to be some type of due process and non-conforming uses could not be administratively expired. She explained that properties could go to the Board of Adjustment or another body to determine if a non-conforming use should expire, and this would require a Code amendment. Mrs. Townshend indicated that if Council wanted a Code amendment in advance of the other part of the process, she could bring one forward; however, this had not been discussed in the past.

Mr. Anderson expressed appreciation to Mrs. Townshend and her staff for the work being done, noting that this was a lot of work added to what they are already doing. He concurred with Mr. Slavin that it was a bit frustrating, which he stated was why he and Mr. Sudler brought up the idea of a complaint-driven approach several months ago. Mr. Anderson hoped that this would be looked into, noting that all non-conforming uses are not equal. He loved the idea of looking at nuisance non-conforming uses because there are many non-conforming uses that no one knows are there. Mr. Anderson expressed the need to distinguish those uses that are a problem. Now that staff had invested much time and effort into the process, he did not want them to stop, and start a new process; however, he asked if staff could start working on something for nuisances in the community, in the meantime.

Responding to Mr. Anderson, Mrs. Townshend stated that this could happen concurrently. She stated that if nuisances are being dealt with separately and language is added to the Code that specifically sets up a list of criteria and a process, this could be brought forward ahead of the full survey. Mrs. Townshend advised that the approach had started with expiring all non-conforming uses. She reminded members that the language in the Code regarding non-conforming uses in residential zones indicates that these uses would expire 20 years after the adoption of the ordinance or 40 years from initiation of the use. Mrs. Townshend noted that staff was unable to determine when the ordinance was adopted and, without having the full picture, that section of Code cannot be used to say that the 20 years had passed and the uses must expire. She stated that other language could be added to the Code in the meantime that would accomplish this.

Mr. Anderson asked if the current research would only identify non-conforming uses or indicate when those uses were granted. Responding, Mrs. Townshend explained that staff's current fieldwork was identifying the uses, which would be entered in a table. She indicated that other data could be pulled in, but she was unsure if there would be a good data source for exactly when uses started.

Mr. Anderson stated the need to be very careful about property rights of those who had invested their life savings; however, he noted that the rights of other people to live in reasonable peace also needed to be protected. He asked if staff was proceeding based on geography or by categories, and questioned which 25% portion of the City had been done and what was outstanding. In response, Mrs. Townshend advised that staff started working on the east side of the City and had gotten to the area east of the highway, and the northern part of the downtown area, north of Mary Street. She stated that when working further west in some of the newer developments, the number of non-conforming uses would decrease and less time would be required. Mrs. Townshend noted that some of the newer developments had been crossed off the list because staff knew there were no such uses. She informed members that staff had started the Fairview area and was moving south. Mrs. Townshend indicated that the next step would be the downtown area, which would be very labor intensive.

Mr. Slavin advised that his comments were not reflective of poor work on data gathering; however, he felt that perhaps the results of the work could be used more quickly. He referred to Mrs. Townshend's comment that the existing section of Code states that non-conforming uses would be expired 20 years after the adoption of that ordinance or 40 years from their initiation. Mr. Slavin stated that this section of Code could be repealed if it no longer serves a purpose and another section could be put in its place to state that as of a certain date, all non-conforming uses in the City are repealed and the City will take action against them upon discovery. Mr. Slavin indicated that this approach would be similar to other things done in the City, noting that not everyone is 100% in compliance with the rules, and rules are enforced when non-compliance is found. Referring to houses that had been carved into apartments, he indicated this is the example that he would use to say that they will be corrected

when discovered on a case-by-case basis. Mr. Slavin believed that if all properties were addressed at once, the Planning Department would be choked with appeals. He agreed with Mr. Anderson that the City would want to honor legitimate uses, such as a church located in a certain area. Mr. Slavin stated that if staff paused with 25% of the properties complete and asked Council to take the action needed to clean up the Code, which he felt all members would be glad to do, staff could begin the enforcement process with the identified properties.

In response to Mr. Sudler, Mr. Slavin did not feel that his suggested approach needed to take the form of a motion. He thought that Mrs. Townshend had heard the concerns and suggested that she return in one (1) month with an update.

Citizen Suggestions

Mr. Anderson stated that a citizen had advised him that a building had been purchased and was immediately set up for rehabilitation in order to be occupied; however, previous vacant building fines did not reset and the individual had to pay these fines on top of the money for rehabilitation. This citizen suggested that a six (6) month window be allowed for marketing and rehabilitation when there is a transfer like this.

UTILITY COMMITTEE

The Utility Committee met with Chairman Cole presiding.

Chairman Cole recognized Ms. Tricia Arndt as a new member of the Utility Committee and thanked her for accepting the appointment.

Differential Disposal Fee Agreement - Delaware Solid Waste Authority

Mr. Scott Koenig, City Manager, advised members that the Delaware Solid Waste Authority (DSWA) was created more than 30 years ago to handle municipal waste through the State of Delaware, and the City had a good relationship with the DSWA. He explained that the City is not in the landfill business and has a contractual relationship with the DSWA. Mr. Koenig indicated that the proposed differential disposal fee agreement would memorialize that relationship from July 1, 2016 through June 30, 2021. He stated that the gate charge would be reduced for the next five (5) years, with the result that spending in FY 2021 would be approximately the same amount that was currently being paid to the DSWA. Mr. Koenig stated that the agreement would offer a rebate and set the gate charge at $85 per ton. The prescriptive rebate would be included on the City's bill that would be issued twice per year, on February 15th and August 15th for that year of tonnage. Mr. Koenig stated that in recent history, all of these agreements had come before Council for approval; however, he noted that the City does not have another place to take its waste in the State of Delaware, and it would not be desired to cross state lines with waste. He advised that the contract being presented was the same contract being offered to all municipalities in the State.

Staff recommended authorizing the City Manager to execute the proposed Differential Disposal Fee Agreement with the Delaware Solid Waste Authority (DSWA) to provide municipal solid waste disposal service for the City of Dover from July 1, 2016 through June 30, 2021 at the rates set forth in the agreement.

The Committee recommended approval of staff's recommendation.

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

Quarterly Review of Utility Related Capital Investment Plan (CIP) (Electric and Water/Wastewater) (January, February, and March)

Mr. Scott Koenig, City Manager, reviewed the Quarterly Report for the Capital Investment Plan (CIP) as of March 31, 2016. He advised that this report was prepared by the Finance Department and summarizes the finances for each project identified in the CIP. In regard to Water/Wastewater Improvement & Extension Fund - Major CIP Projects, Mr. Koenig noted that a number of projects were listed as being in process, explaining that staff had been diligently working through the capital plan. He stated that construction timelines do not match budget timelines, and some project carry-forwards must be rebudgeted. Mr. Koenig advised that when project budget difficulties have occurred, staff came before Council to amend project budgets; however, projects were generally moving forward. He stated that staff had gravitated toward doing design features for water/sewer projects during the first year, with construction typically occurring the next year. Mr. Koenig indicated that this routine had been used, for example, for pump station upgrades. He noted that staff had been working for some time on the 1M gallon elevated storage tank location. Mr. Koenig reminded members that staff had proposed a location several years ago that met with public resistance. Since that time, staff had been negotiating a second site and had passed a Memorandum of Understanding (MOU) back and forth with a property owner for the better part of a year. Mr. Koenig stated that the attorneys had finished their reviews and it was believed that final closure of that location was close. He informed members that once a final MOU is signed, staff would come back before Council to discuss how that project would move forward. Mr. Koenig stated that this was the longest running project.

Mr. Koenig stated that the Garrison improvements had been constructed and were in place. Staff was working on project closeout documentation and final release of payments. A number of current projects were progressing with construction.

In regard to electric components of the CIP, Mr. Koenig advised that Mr. Harry Maloney, Electric Director, had completed the General Scott Switchgear project. The station was in operation and the project would be closed out this fiscal year. The Garrison Oak Transmission Line Relocation was complete, as was construction of the Van Sant Capacity Increase, and project documentation would be closed out. Mr. Koenig stated that the Electric Department had done a very good job of working through the capital plan. He advised members that Mr. Maloney had staff

in place so that design features could be completed in-house or externally, projects could move through the capital system to completion, and the assets could be put in operation.

Mr. Koenig stated that he was very happy with the work that had been done both on the Public Works side under the water/sewer utility and the electric side and believed that the City's customers could see the benefits of these systems being improved over time.

Updates

Green Energy Funding and Programming

Members reviewed details regarding Green Energy Funding and Programming, as of April 21, 2016.

National Pollution Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit

Mr. Scott Koenig, City Manager, advised members that staff had been exchanging a document related to the Municipal Separate Storm Sewer Systems (MS4) Permit back and forth with the Department of Natural Resources and Control (DNREC) and it was expected to be finalized in the next 30-60 days. He noted that staff had been working on compliance issues over the last year to year-and-a-half. Mr. Koenig indicated that the City's Environmental Scientist, who was heading up this program, had left the City to work in the private sector and this position would be advertised shortly so that permit compliance can be resolved. Mr. Koenig stated that staff was starting to get all of the permit activities embedded into the operations of the Public Works Department and other departments that have influence on the permit. He felt that the City was moving toward compliance, noting that the FY 17 budget has many items that are cost drivers for the Public Works Department that are related to compliance, including monitoring and operational issues. Mr. Koenig informed members that the City was working through the system to achieve compliance at the DNREC level.

LEGISLATIVE, FINANCE AND ADMINISTRATION COMMITTEE

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

Mr. Hare welcomed Dr. Courtney Stewart, who previously served on the Utility Committee, as a new member of the Legislative, Finance, and Administration Committee.

Kent County Secondary Intensive Learning Center School Resource Officer (SRO) Memorandum of Agreement (MOA)

Police Chief Paul Bernat advised members that the City of Dover Police Department currently has a partnership with the Capital School District and has three (3) School Resource Officers (SROs), one (1) at Dover High School, one (1) at Central Middle

School, and one (1) at Parkway Academy Central. The District pays $100,000 for the officers at Dover High School and Central Middle School and $60,000 for the SRO at Parkway Academy Central. He indicated that there is also a Gang Resistance Education and Awareness Training (GREAT) officer. Chief Bernat requested permission to enter into another agreement with the Kent County Secondary Intensive Learning Center (ILC) School for another SRO. He explained that he had met with Dr. Dan Shelton, Superintendent, Capital School District, and his staff and developed an agreement similar to the Parkway Academy Central agreement. Chief Bernat informed members that the Police Department is authorized 101 police officers and there would be a resignation effective June 30, 2016. He stated that he would like to remain at a strength of 101 officers, send a police officer to the Academy in September, and enter into this agreement with the Capital School District for FY 17, FY 18, and FY 19.

Staff recommended authorizing the Chief of Police to negotiate and sign the final Memorandum of Agreement (MOA) for the placement of a School Resource Officer (SRO) at the Kent County Secondary Intensive Learning Center site for the next three (3) years (FY 2017, FY 2018 and FY 2019).

The Committee recommended approval of staff's recommendation.

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

Disposition of Excess Property - 29 South Governors Avenue and 749 West North Street

Mr. Scott Koenig, City Manager, informed members that the City had acquired several properties over the years through demolition of structures, subsequent levying of the demolition liens, and acquiring these properties through sheriff's sales. He indicated that 29 South Governors Avenue and 749 West North Street had been declared excess property by Council; however, in the declaration, Mr. Koenig was required to dispose of them using the standard method of disposition, which is typically the public bidding process. These properties were advertised for public bid last year and no offers were received. Mr. Koenig advised that staff was preparing to put these properties out for bid again; however, Mr. Michael Maupin, Managing Director, MauTiste Investment Group, submitted an unsolicited bid for these properties. Mr. Koenig stated that, Mr. William Pepper, Deputy City Solicitor, had indicated that it would not be a good idea for Mr. Koenig to act on this administratively and that he should bring this matter before Council for their recommendation on accepting the proposals. Mr. Koenig noted that the offered price for 29 South Governors Avenue was $8,000 and for 749 West North Street was $18,000, for a total of $26,000. Mr. Koenig stated that demolition and other related expenses had been identified, and if these offers were accepted the City would have to write off approximately $17,718.35 in loss; however, the properties would be put back into private sector hands. He advised that Mr. Maupin intended to develop the properties and, once developed, they would go back on the tax rolls. Mr. Koenig

believed one (1) of the properties was located in the Downtown Development District (DDD), and depending on how they are redeveloped, the property that is not in the DDD would go back on the tax rolls immediately. The tax rebate guidelines for the DDD would apply to the other property in the DDD. Mr. Koenig stated that, in general, these redevelopments would be positive for the City since there would be new structures, hopefully owner-occupied homes, and there would no longer be vacant pieces of land. He noted that currently the City was incurring cost to mow the grass and dispose of any debris.

Staff recommended authorizing the City Manager to accept the offers from MauTiste Investment Group in the amount of $8,000 for 29 South Governors Avenue and $18,000 for 749 West North Street and write-off the remaining expenses and charges in the combined amount of $17,718.35 for these properties.

Mr. Koenig advised that Mr. Maupin was present and had provided an updated letter, dated June 9, 2026, stating that the Mautiste Investment Group is prepared to extend the expiration date of their offer to purchase the properties. Mr. Koenig noted that the previously provided letter had expired.

Mr. Shevock asked if the properties would remain exempt from taxes until a house is actually built. Responding, Mr. Koenig explained that the property at 749 West North Street is not in the DDD; therefore, the purchaser would have to pay FY 17 property taxes on the raw land and may be subject to additional taxes on improvements made in FY 17. He indicated that the property at 29 South Governors Avenue would potentially be in the DDD, and improvements made to the property would not necessarily go onto the tax rolls immediately since there is a roll-in period for new improvements. Mr. Koenig stated that the purchaser would most likely have to pay the land tax associated with this property, but if improvements are made in the near future, the roll-in for full property tax value of the land and structure would be in accordance with the district guidelines.

The Committee recommended authorizing the City Manager to accept the offers from MauTiste Investment Group in the amount of $8,000 for 29 South Governors Avenue and $18,000 for 749 West North Street and write-off the remaining expenses and charges in the combined amount of $17,718.35 for these properties, as recommended by staff.

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

Discussion - Tax Account Delinquency Listing

Mr. Scott Koenig, City Manager, reminded members that he had previously sent the Tax Account Delinquency Listing as of May 31, 2016 to members of Council and indicated that he would be willing to discuss placing the list on the City's website during a Committee meeting. He informed members that staff had previously posted this listing on the City of Dover website going back to 2011-2012; however, it had

stopped being updated on the website. He stated that he would like to start posting the list on the website to encourage people to review it and become non-delinquent. Mr. Koenig noted that delinquencies on the list range from a few dollars because of late charges, etc., to thousands of dollars because people do not want to, or have not paid their taxes. He advised that staff was looking for the lowest cost way to get delinquent taxes collected and staff had done a good job in addressing this over the last couple of years. Mr. Koenig informed members that as of June 1, 2016, approximately $111,0000 in tax delinquency was due from all years. Mr. Koenig noted that the list included locations that are familiar to everyone, where payment has not been made for one (1) reason or another. He expressed the desire to minimize the amount of time needed for staff to reach out to these people to encourage them to make their accounts current.

Mr. Anderson expressed his opinion that there should be a $10 or $25 level in the list that screens delinquencies, stating that someone may think they are paid up and be suddenly put on a public list because they owe a small amount. He believed this is excessive and ridiculous. Mr. Anderson stated that something may be listed in error and did not wish to unnecessarily embarrass people for a small delinquency, such as $5.83. Responding, Mr. Koenig stated that he understood Mr. Anderson's point and Council could create a bar if they desired; however, he felt that any bar above zero (0) would have some outstanding balances on it. While in some cases these delinquencies were relatively minor, Mr. Koenig indicated that there are accounting issues that must be cleaned up whether the amount owed is $5.83, $50.83, or $500.83, and the City still has an obligation to collect it. He explained that Mr. William Pepper, Deputy City Solicitor, had advised that staff did not have the right to write-off penalties. Mr. Koenig stated that these parties had been notified that monies were due and still had not paid outstanding bills, so the City was incurring dollars to send notifications. He did not believe the City should be incurring those costs but should post the list to encourage people to look at it and pay all amounts owed.

Mr. Anderson stated that posting the list would not alleviate staff from having to do the other items. He felt that just because the list is posted did not mean that the party would see it. Mr. Anderson believed, at the very least, that the party would pay the penalty when they see it on their next property tax bill. In response, Mr. Koenig stated that this is potentially correct; however, the charge may carry forward and not be paid the next time. He indicated that he was looking for people to call their neighbors and friends to say that an amount is owed, which would mean more than the City asking them to pay the fee. Mr. Koenig noted that it is a time-consuming process for staff to call or send letters to people on a list, such as the current 14-page list, to inform them that they will not be bothered if they are below a $25 threshold and the fee will carry over to the next year. He felt that this would be time consuming and put staff at a greater disadvantage regarding why one (1) party is called versus another. Mr. Koenig reiterated that he wanted people to pay the fees because they are owed to the City.

Mr. Anderson questioned why the list would not just be flagged in the computer so that customers who come in to pay their electric, water, and sewer bill would be asked by Customer Service if they would like to pay any delinquent taxes owed. He felt this would be more effective in collecting the money. Responding, Mr. Koenig stated that this may be easier to do as the City upgrades to the Enterprise Resource Program (ERP). He had not examined the screen at Customer Service to see if there is a flag that pops up regarding taxes when someone pays their electric bill, so he was unsure if this was possible; however, he pointed out that this would be another step incurred at the administrative level and there would be a cost for this. Although he could not detail the cost at this time, he noted that it would equate to some dollar amount.

Mr. Slavin expressed confusion about why the City would want to coddle those who do not pay their bills on time. He stated that the City is compassionate when people face issues in paying for their utilities. This takes only one (1) conversation with the customer, and they are then accommodated by setting up any kind of payment plan that they need. Mr. Slavin felt that there were some people on the list that fall into this category; however, he did not believe that everyone did. He advised that there were names on the list that he and others in the room recognized as people of means in the community who had chosen not to pay their bills on time and have the City incur additional costs to have them paid. Mr. Slavin felt that 98% of the property owners pay their bills on time and 2% require staff time to chase down. He felt it would be prudent to put the word out, noting that the list is a matter of public record that had already been included in a City Council meeting packet. Mr. Slavin stated that he supported what Mr. Koenig and Mr. Kirby Hudson, Assistant City Manager, had been trying to do on this matter and in regard to utility payments. He also supported the compassion customers had been shown by Customer Service agents in dealing with those who cannot pay on time.

Mr. Cole agreed with Mr. Slavin. Referring to Mr. Koenig's comment that the delinquency list had been posted in the past, Mr. Cole questioned why this was discontinued. Responding, Mr. Koenig stated that he was unsure. He advised that at one time there was a link to the list on the home page of the website. Mr. Koenig noted that if a list is posted on July 1st, when the tax bills go out, the list has hundreds of pages, so it would not be appropriate to post it at that time. He thought perhaps that staff stopped posting it at the end of a fiscal year and, for some reason, it did not get posted as it became a truly delinquent list.

Mr. Hare asked if the City is able to issue business licenses for those with delinquent taxes. Responding, Mr. Koenig advised that controls have been put in place for business licenses, building permits, and development applications to invoke clean hands. He stated that all departments are aware of the Clean Hands Ordinance. Mr. Koenig indicated that he could not say that staff takes advantage of every opportunity with respect to the Ordinance; however, this issue is sometimes caught by the Planning Department, Customer Service, and City Manager's Office. He stated that as the City potentially replaces its financial systems, it will probably

become easier to catch these issues, noting that currently it is sometimes necessary to go into multiple screens to find out what is owed.

Mr. Hare stated that some of the delinquencies are quite large and are known businesses, and they should be made note of when it is time to renew licenses.

Mr. Koenig stated that staff had worked on whittling down the delinquency listing and the backlog at Customer Service. He advised members that when August 31st arrives and FY 17 is delinquent, he would ideally like to send out a very direct Clean Hands letter saying that if a party does not pay soon, the City reserves the right to cut their power. Mr. Koenig noted that this would not be customer friendly and he was trying to balance reality with getting the bills paid. He indicated that it would be difficult to send this letter out because it could affect business operations. Mr. Koenig explained that, in some cases, people have triple net leases where the property owner may have had to pay the property tax, is waiting for a business to pay him, and everyone is pointing their finger at someone else. He felt that as this message gets stronger to the residential and business communities, people will pay on time and staff will not have to send additional letters because people will know that if they do not pay on time and keep current, they will be subject to disconnection. Mr. Koenig stated that some businesses do not mind accruing a late penalty and do not provide an explanation as to why they are not offended by the late penalty accruing. He advised that they hold the money and pay the tax when it is convenient for them or when the City threatens a sheriff's sale or gets into the issue of Clean Hands.

Whatcoat Village Revitalization Payment-in-Lieu of Taxes (PILOT)

Mr. Scott Koenig, City Manager, advised members that Whatcoat Community Development, Inc. had proposed the revitalization of Whatcoat Village, 992 Whatcoat Village Drive. Mr. Koenig referred to the draft Payment in Lieu of Taxes (PILOT) agreement between the City of Dover and Whatcoat Community Development, Inc., explaining that this was very similar to a previous discussion regarding the revitalization of the Walker Woods development by the Milford Housing Development Corporation. Mr. Koenig explained that the owner of Whatcoat Village Apartments had applied for tax exemption through the City of Dover Board of Assessment Appeals, which was approved because of the 501(c)(3) designation and their history of qualifying for this designation. He advised that Whatcoat Community Development, Inc. wanted to be a good neighbor and had offered a PILOT agreement. This agreement was similar to the Milford Housing Development Corporation agreement that was executed for the redevelopment of Walker Woods and was prepared by the same attorney. Mr. Koenig indicated that the City Manager's Office was supportive of the proposed agreement, noting that he would like to discuss minor adjustments to the agreement with the attorney in order to finalize it. He noted that the Walker Woods agreement had a small escalator that was not included in this draft agreement. Mr. Koenig advised that in the case of Walker Woods, Council reviewed the draft agreement and turned it over to Mr. Koenig to finalize, and it was placed on file with the City Clerk's and Tax

Assessor's Offices. He noted that the proposed agreement is different from Walker Woods where the City released a road right-of-way. In this instance there would not be the same release of property.

Staff recommended authorizing the City Manager to negotiate and execute a final agreement with Whatcoat Community Development, Inc. regarding a proposed PILOT agreement for Whatcoat Village located at 992 Whatcoat Village Drive.

Mr. Hutchison asked if a strong management program would be in place to oversee operations on a day-to-day basis. Responding, Ms. Vandana Sareen, Vice President of Development, Michaels Development Company, stated that Mr. William Hill was serving as Chairman of the Whatcoat Community Development, Inc. board. Ms. Sareen indicated that they were working together as partners to redevelop the 78-unit project. She explained that Interstate Realty Management would be the management agent and management was available onsite. In response to Mr. Hutchison as to whether they had experience, Ms. Sareen stated that the community was developed approximately 35 years ago and there had been no capital improvements at the property since. Ten years ago, Interstate Realty Management, which is an arm of the Michaels Development Company, was hired by Whatcoat Community Development, Inc. to perform management. They had now received some funding to help bring the units to current market standards and improve the physical assets of the property. Ms. Sareen stated that a lot of upgrades would be done; however, affordable housing tenants would still be targeted and the population served would be similar to the current population.

The Committee recommended authorizing the City Manager to negotiate and execute a final agreement with Whatcoat Community Development, Inc. regarding a proposed PILOT agreement for Whatcoat Village located at 992 Whatcoat Village Drive, as recommended by staff.

Mr. Anderson thanked Whatcoat Community Development, Inc. for entering into this agreement and hoped that others would do the same.

During the Council meeting, Mr. Hare, Chairman of the Legislative, Finance, and Administration Committee, reminded members that Whatcoat Village had submitted a draft Payment in Lieu of Taxes (PILOT) agreement between the City of Dover and Whatcoat Community Development, Inc. He explained that this was very similar to a previous agreement for Milford Housing Authority; however, in this case, the City would still maintain the roads.

Mr. Lewis stated that this was previously discussed during the Council Committee of the Whole /Legislative, Finance, and Administration Committee meeting which is not televised for the public to hear, and requested Mr. Koenig to give the public an overall explanation. Mr. Lewis expressed his belief that Whatcoat Community Development, Inc. should be paying their fair share. He noted that some constituents had approached him and questioned what Whatcoat Community Development, Inc. would be paying in lieu of taxes.

Responding to Mr. Lewis, Mr. Koenig stated that Whatcoat Community Development, Inc. is proposing to revitalize Whatcoat Village Apartments, located at 992 Whatcoat Village Drive, Dover, Delaware, noting that this project will cause the substantial rehabilitation of all the existing units. He informed members that Whatcoat Community Development, Inc. is a recognized 501(c)(3) corporation and has a charitable mission of providing affordable housing opportunities to families and individuals of low income. Mr. Koenig stated that this property was granted tax exemption by the Board of Assessment Appeals with the recommendation that Council consider a PILOT payment as a contribution to the City to provide certain public services. He indicated that there are currently 78 rent restricted apartments on the property. It was his understanding that all 78 apartments would be renovated and there would still be 78 upon completion of the renovation. Mr. Koenig stated that, due to the 501(c)(3) designation, this project is exempt from taxation pursuant to the Delaware Code. He advised that the attorneys working with Whatcoat Community Development, Inc. had submitted a draft PILOT agreement to the City for a proposed amount of $9,000 per year, and the existing tax levy on the property is currently $16,956.54. Mr. Koenig stated that staff had requested that the City Manager be authorized to negotiate the final terms of the agreement, with the minimum payment of $9,000 per year and that this agreement be made similar to the one (1) that was granted for the Milford Housing Development Corporation for the redevelopment of Walker Woods subdivision. He explained that the difference between Whatcoat Village and Walker Woods was that the City actually abandoned a street that ran through the middle of Walker Woods and gave up services for street sweeping, street lighting, etc. In this case, Whatcoat Drive is located adjacent to the property and not incorporated into the actual property. It is a cutout right-of-way that is not part of the revitalization project, so the City is would not give up any maintenance responsibilities or forego any infrastructure related to this proposal. Mr. Koenig stated that this is consistent with the fact that housing redevelopment corporations for charitable purposes have by right a tax exempt status. In this case, they were offering a PILOT to compensate the City for emergency services for the residents, such as fire, ambulance, police, etc.

Mr. Lewis stated that he was satisfied with the explanation but that he would like to see a thorough study of all the tax exempt properties, and review and recommendations from the City Assessor's Office.

Referring to the Milford Housing Development Corporation, Mr. Sudler asked what the difference was between the assessed value of their property and what they are paying. Responding, Mr. Koenig stated that he did not bring those numbers with him; however, it was his recollection that the PILOT agreement was for $7,500 per year and included an escalator. It was his belief that the tax on that property was between $12,000 and $14,000 per year. Mr. Koenig indicated that he would have to confirm these numbers.

Mr. Hosfelt asked if Mr. Koenig was saying that the City had to comply with this by State law since Whatcoat Community Development, Inc. is a 501(c)(3) corporation. In response, Mr. Koenig explained that the tax exemption was granted by the Board of Assessment Appeals and this was an offer to pay at least $9,000 to the City for services. He expressed his opinion that the City should not turn this down.

Mr. Sudler moved for approval of the Committee's recommendation to authorize the City Manager to negotiate and execute a final agreement with Whatcoat Community Development, Inc. regarding

a proposed PILOT agreement for Whatcoat Village located at 992 Whatcoat Village Drive, as recommended by staff. The motion was seconded by Mr. Hutchison.

Mr. Lewis indicated that City services are not free and something is better than nothing. He stated that the City would be getting $9,000; however, he had heard a lot of concerns from constituents in the Second District who own small businesses, are homeowners, and have to pay their fair share of taxes.

Mr. Sudler stated that, although he respected Mr. Lewis' position, this is a 501(c)(3) faith-based organization and other churches could be assessed the same amount. He expressed his belief that a PILOT agreement is more than fair, noting that they were not legally obligated to pay any type of financial restitution. Responding, Mr. Lewis stated that he was aware of that; however, he thought that everybody needed to pay their fair share, even if they fall under tax exemption. Mr. Lewis indicated that there should be no more tax welfare and cost shifting to the homeowners and small businesses that do pay their fair share of property taxes, noting that he feels this was unfair.

The motion for approval of the Committee's recommendation to authorize the City Manager to negotiate and execute a final agreement with Whatcoat Community Development, Inc. regarding a proposed PILOT agreement for Whatcoat Village located at 992 Whatcoat Village Drive, as recommended by staff, was carried with Mr. Lewis voting no.

Evaluation of Requests for Proposals

Collection Agency Services

Mr. Kirby Hudson, Assistant City Manager, informed members that on May 22, 2003, the City entered into a contract with Capital Credit Services, which was subsequently acquired by First Collect, which came to fruition on September 1, 2014. He stated that a number of City customers had accounts that were at or above $90,000, and First Collect was having a difficult time collecting because many parties were moving out of the general area where the collections agency was licensed to pursue them. Mr. Hudson stated that it became paramount to engage an agency that could collect in all 50 states, noting that Dover is a transient area with many military and college students. Mr. Hudson indicated that the contract with First Collect does not have an expiration date; however, there is a stipulation that either party can submit a 30-day letter to be released from the contract. Mr. Hudson advised members that staff was recommending removing the current collection agency and moving on to a new agency based on a Request for Proposals (RFP) that was issued several months ago.

Members were provided a document entitled "City of Dover Collection Agency Services Contract, RFP Number 16-0033CM" and Mr. Hudson reviewed the Decision Scale regarding RFP submissions. Members were advised that candidates chosen were licensed and authorized to collect in all fifty (50) states; provide skip tracing, scrubs, and credit bureau reporting. The three (3) major credit reporting agencies are Experian, Trans Union, and Equifax. The importance of these factors are directly related to the City of Dover's ability to collect military accounts as well

as other transient accounts. All companies listed offer services similar in nature and are comparable in terms of auto dialer and times calls, paper correspondence, and consumer dispute resolution. Each company has provided a Collectors Code of Ethics and regulatory requirements for Federal, State, and Local Guidelines; to include Fair Debt Collection Practices Act (FDCPA) and Fair Credit Reporting Act (FCRA).

Mr. Hudson indicated that of the eight (8) proposals received, three (3) companies were considered to be the top candidates: SIMM Associates, Inc., Penn Credit Corporation, and Progressive Financial. Based on the criteria (10-point scale), SIMM Associates, Inc., provided positive scoring in all areas except minority business. If positive negotiations were to fail, it was recommended that Penn Credit be considered.

Mr. Hudson pointed out that there was an error in the Recommended Action section of the Committee Action Form previously provided. He explained that, although it had been indicated that "Fees are based on a percentage of revenue collected," this was incorrect and the City would pay nothing for collection services. He explained that currently anyone who goes to collections with First Credit must pay a 35% contingency fee; therefore, 35% is tacked on to whatever they owe the City. Mr. Hudson advised that SIMM Associates, Inc., would have a 20% fee. For example, if a customer owed the City $100, the total fee would be $120, with the City receiving $100 and SIMM Associates keeping $20. SIMM Associates would not be paid unless they collect, and if they collect they would add their 20% and the service would be free to the City.

Mr. Hudson stated that staff recommended authorization to negotiate and sign a final, three (3) year agreement with SIMM Associates, Inc. He noted that this would remove First Credit.

Mr. Shevock recused himself from voting on this matter for personal reasons.

Members were provided a Trial Balance Report prepared May 31, 2016. Mr. Hudson noted that Line 21 reflected balances over 30, 60 and 90 days for residential energy. He advised that this was highlighted to indicate the amount of funds owed for electric bills; however, a new collection agency would pursue all amounts listed in the report.

In response to Mr. Hare, Mr. Hudson indicated that SIMM Associates, Inc. would also be collecting delinquent tax bills.

The Committee recommended authorizing staff to negotiate and sign a final three (3) year agreement with SIMM Associates, Inc.

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

Heating, Ventilation, and Air Conditioning (HVAC) Maintenance and Repair

Mr. Scott Koenig, City Manager, advised members that proposals were solicited and advertised according to City policy by the City's Contract and Procurement Manager under RFP #16-0040PW for Heating, Ventilation, and Air Conditioning (HVAC) Maintenance and Repair. Submissions were received from four (4) contractors. One (1) was deemed non-responsive and the other three (3) were evaluated by cost and performance. Based on that evaluation, staff recommended awarding a contract to A. A. Duckett, Inc., which would include four (4) quarterly preventative maintenance services, as well annual preventative maintenance services for each of the units. Mr. Koenig stated that standby and emergency rates were also incorporated into the proposal.

Staff recommended awarding a three (3) year contract with the option for two (2) one (1) year extensions to A.A. Duckett, Inc. as per the proposal submitted in response to RFP #16-0040PW.

Mr. Hare noted that the rates between John Hiott Refrigeration and Air Conditioning, Inc., and A. A. Duckett, Inc. were very close. Responding, Mr. Koenig stated that there was a slight difference in the tech rate; however, the after hours and general labor rates were very similar. Mr. Hare questioned why a company from New Jersey was selected rather than a company from Wyoming, Delaware. Responding, Mr. Koenig explained that staff was interested in overall performance and liked the discussion about safety records that A. A. Duckett provided, noting that HVAC services had been a challenge for staff. He stated that staff preferred this company because they have a good performance record in the documentation submitted.

Mr. Hare asked if A. A. Duckett had a facility in Delaware, and Mr. Koenig responded that they did not and were being dispatched out of New Jersey; however, he was unsure where their staff actually lives and if they take their trucks home at night. He advised that they had stated they could meet the City's standards to be here in the time frames identified in the RFP, and if they do not they would be called out on non-performance, as stated in the contract.

The Committee recommended awarding a three (3) year contract with the option for two (2) one (1) year extensions to A.A. Duckett, Inc. as per the proposal submitted in response to RFP #16-0040PW, as recommended by staff.

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

Recommendation of General Employee Pension Board - Consideration of a Retiree Cost of Living Allowance (COLA)

Mr. Lester Blakeman, 209 Falmouth Way, advised members that he is a member of the Civilian Pension Board and a pensioner. Members were provided handouts by Mr. Blakeman, as follows: 1) Exhibit A - COLA History, and 2) Exhibit B1 - Breakdown of Monthly Pension Payments and B2 - Pension List 2008.

Mr. Blakeman stated that the COLA History listed the cost of living increases that had been granted to retirees in the General Employee Pension Plan. He informed members that it had been 10 years since a COLA had been addressed, which he felt was a long time. Mr. Blakeman understood that there was nothing in the pension plan that guarantees a cost of living increase for these pensioners, and these employees knew this when they retired; however, he noted that in the past the City had acknowledged from time to time that retirees may need a little help surviving. He explained that Exhibit B1 listed pension checks written through January 15, 2008, when this matter was last reviewed. He noted that the individuals in the first column were making less than $1,000 per month. Mr. Blakeman stated that more than half the individuals in the second column were making less than $2,000 per month and the primary amount in the third column was approximately $2,000. He felt that the last three (3) individuals were doing okay. Mr. Blakeman indicated that he had previously suggested granting raises to sections of the pensioners and was told that this would not be allowed and an increase of any kind must be applied to all pensioners. He explained that he would be glad not to receive an increase if some of those on the lower end of the scale could be helped. Reiterating that a COLA had not been discussed for 10 years, Mr. Blakeman stated that this used to be an annual discussion. He requested that reviewing the need for or the ability to provide a COLA for pensioners in the General Employee Pension Plan be included on a future agenda. Mr. Blakeman advised that these were the people who built the City and gave hundreds or thousands of years of combined service to the City, and he felt it might be appropriate to give them some help from time to time. He stated that if this goes unnoticed year after year, nothing would happen and suggested it could be agreed to at least review this every year as part of the budget process. Mr. Blakeman indicated that he did not expect anything to happen this year, stating his understanding that the budget was set. He stated that if pension payments were $3,863,000, a 1% increase would cost $38,000, a 2% increase would cost $77,000, a 3% increase would cost $115,000, a 4% increase would cost $154,000, and a 5% increase would cost $193,000.

Mr. Slavin questioned if Mr. Blakeman's figures were calculated on a one (1) time annual basis. Responding, Mr. Blakeman stated that the figures that he provided were the cost for the year of the increase and would be the carry-forward amount until additional action was taken. He noted that the history provided showed that a variety of approaches had been taken in regard to increases.

Mr. Blakeman thanked Mr. Anderson and others for getting him to the point to talk to members today, stating that this had been a long, uphill battle.

In response to Mr. Neil, Mr. Blakeman stated that pensioners were also collecting Social Security. Mr. Blakeman stated that employees were told when they signed up for the plan that they should not count on the City's contribution as their sole source of retirement income and the plan would be in conjunction with Social Security. He

estimated Social Security payment at approximately one-third of the amount that employees receive from their City pension, noting that COLAs from Social Security had been scarce.

Mr. Neil stated that he would favor considering this in the future. Mr. Blakeman indicated that this was all he was asking, noting that pensioners feel like lost sheep because they are not being talked about but are set aside and ignored. He reiterated the desire to at least be considered.

Mr. Shevock questioned the amounts that employees were making per month, for example, the individual who was receiving $200 per month and $2,400 per year. Responding, Mr. Blakeman indicated that $200 was probably a minimum pension amount. He stated that this employee could have been making $4,000 per year or less. Mr. Blakeman advised that the City's defined benefit plan allowed employees to set their own pensions. He indicated that employees received 2% for every year they worked and the amount was based on their average salary during their last three (3) years. An employee who worked 10 years would receive 20% of their salary, an employee who worked 20 years would receive 40%, and an employee who worked 50 years would receive 100% of their salary.

During the Council meeting, Mr. Slavin reminded members that no action was required by the Committee, explaining that this was an informational item and a request that may require some additional research on the part of Mrs. Donna Mitchell, Controller/Treasurer.

Mr. Hare, Chairman of the Legislative, Finance, and Administration Committee, stated that this was a request by Mr. Blakeman for future consideration of COLA's for retirees.

Mr. Lewis stated that this was previously discussed during the Council Committee of the Whole /Legislative, Finance, and Administration Committee meeting which is not televised and the public was unaware of what happened. Mr. Lewis asked how much this would cost the City and if the City has the funding. Responding, Mr. Koenig stated that, to his knowledge there was no financial proposal submitted regarding this matter. He explained that there was a series of spreadsheets provided by Mr. Blakeman indicating the various pensions being received, excluding retiree names; however, there was no proposal to cost out.

Proposed Ordinance #2016-16 Amending Chapter 22 - Building and Building Regulations; Chapter 26 - Businesses; Chapter 50 - Floods; Chapter 66 - Manufactured Homes and Trailers; Chapter 102 - Taxation; Chapter 106 - Traffic and Vehicles; Chapter 110 - Utilities; Appendix B - Zoning, Articles 2, 3, 4, 5, 6, 7, and 12; and Appendix F- Fees and Fines (Sponsors: Neil, Slavin, and Cole)

Mrs. Ann Marie Townshend, Director of Planning and Community Development, informed members that Proposed Ordinance #2016-16 had required a very comprehensive review and update to the Dover Code including any section referencing manufactured homes or mobile homes. She explained that the Mobile Home Park Zone would by changed to the Manufactured Home Zone, and it was

made clear that manufactured homes that meet that Department of Housing and Urban Development (HUD) standard are the type of homes that are allowed. Mrs. Townshend stated that this would ensure that nothing that does not meet those standards would be permitted in the City; however, language would be left to ensure that homes that already exist could still obtain licenses. In addition, where the current Code references mobile home parks, the terminology had been changed to land lease communities, and basic standards for maintenance and licensing of land lease communities had been developed. Mrs. Townshend explained that much of the language involved the zoning section of the Code, as well as the licensing section for manufactured homes. She noted that staff did a sweep of the entire Code and reviewed any section that referenced the terms manufactured home, mobile home, or trailer to make sure the text was consistent with current terminology.

Councilman Neil read a prepared statement, as follows:

> Monday night, we heard Chief Carey mention the fire at the Grandview mobile home community that damaged or destroyed 3 houses. Several years ago before I was elected to this August body, Councilman Hare, then Councilman Perza and I toured several leased land communities, one of those was Grandview... which isn't grand at all.
>
> The potholes, contrary to State Law and the City code, were deep enough to serve as swimming pools for kids.
>
> I have sent each of you copies of the arbitrators decision in the Wild Meadows case in which the arbitrator said . . . "In all, I am left asking myself: If the City of Dover had not issued the Violation Letter, would the Landlord have ever fixed the community's problems? The record before me indicates No . . . ."
>
> Wild Meadows is located on wetlands, the community owner was required to sign a topography map. Deep fissures or sinkholes were clustered around failing drains. Streets the City would build to last for 20 to 30 years, are going bad after 12.
>
> Today, I sent to you the Saga of the Gas Cut-off. The problem is, for the same services we provide, the values of homes drop, and we collect less tax money.
>
> The State of Delaware has laws that it can't or does not enforce. The low income and limited income home owners are held at the mercy of the landlord because Leased Land communities are not "Free Enterprise" businesses. In the past, the Wild Meadows Home Owners Association had to request the City to make management cut down a tree branch that blocked a stop sign.

> While this ordinance can't cure all of the ills in the leased land arena, this will mark the first in the State to hold community owners accountable for health and safety violations of the law, or face the loss of their license to operate.

The Committee recommended adoption of Proposed Ordinance #2016-16.

By consent agenda, Mr. Neil moved for approval of the Committee's recommendation, seconded by Mr. Hosfelt and carried by a unanimous roll call vote. (The First Reading of the ordinance will take place during the latter part of the meeting.)

Mr. Anderson moved for acceptance of the Council Committee of the Whole Report. The motion was seconded by Mr. Sudler and unanimously carried.

ABANDONMENT OF TOPAZ CIRCLE STUB STREET/WAIVING THE ABANDONMENT PROCEDURE

During their Regular meeting of May 9, 2016, City Council approved the Council Committee of the Whole/Safety, Advisory, and Transportation Committee's recommendation of looking into the process of abandoning the Topaz Circle stub street.

Mr. Scott Koenig, City Manager, advised that following the Planning Commission's approval of The Arbors Senior Garden Apartments at 1051 College Road, members of City Council heard concerns from residents in Emerald Pointe and surrounding areas regarding the potential interconnection between The Arbors and the Emerald Pointe subdivision. Emerald Pointe was approved by the Planning Commission with two (2) stub streets, one (1) of which is at Topaz Circle and connects to property located 1051 College Road, which is currently known as The Arbors. This stub street has been improved as part of the infrastructure related to the Emerald Pointe subdivision.

Mr. Koenig explained that at the Council Committee of the Whole/Safety Advisory and Transportation Committee meeting of April 26, 2016, the Committee heard a presentation from the Planning Office about the substantial history related to The Arbors project and the interconnection between the subject site and Emerald Pointe. After that presentation, there was public testimony with regard to the interconnection. He indicated that the Committee unanimously approved a motion to look into the process of abandoning the stub street that was recommended by the Planning Commission in Emerald Pointe. This motion was ultimately approved by City Council through the acceptance of the Council Committee of the Whole/Safety Advisory and Transportation Committee report on May 9, 2016.

Mr. Koenig stated that the City's Charter provides City Council with the power and authority to vacate or abandon streets under Article II, Section 27. The Dover Code of Ordinances does not specify a process for street abandonment, but the City has consistently followed a process specified by the City Clerk's Office. Mr. Koenig noted that this process is intended to begin with a request from an adjacent property owner. In this case, there was no such request; however, it is within the authority of City Council to initiate the process. Mr. Koenig indicated that proposals for abandonment of improved streets are referred to the Development Advisory Committee and the Planning Commission, and the Planning Commission then makes a recommendation to the Utility

Committee. He explained that the Utility Committee makes a recommendation to City Council, who sets a public hearing and takes action following the public hearing. Mr. Koenig advised members that in the current situation, the abandonment would start with a motion by City Council to waive the normal process for street abandonment and to refer the matter to the Planning Commission.

In order to move forward, City Council would need to: 1) waive the normal process for street abandonment, and 2) refer this matter to the Planning Commission for a public hearing on July 18, 2016.

Responding, to Mr. Sudler, Mrs. Traci McDowell, City Clerk, indicated that the Council Committee of the Whole/Safety Advisory and Transportation Committee's recommendation was to look into the process of abandoning the street. She stated that the normal process does not fit this situation. Mrs. McDowell clarified that the current recommendation, as explained by the City Manager, was to waive the normal process for abandonment, which is used when an adjacent property owner requests an abandonment, and move forward. She noted that several property owners in attendance at the April 26th meeting had expressed support for the abandonment.

Mr. Sudler moved to waive the normal process for street abandonment. The motion was seconded by Mr. Cole and unanimously carried.

Mr. Hosfelt moved to refer this matter to the Planning Commission for a public hearing on July 18, 2016. The motion was seconded by Mr. Anderson and unanimously carried.

ELECTRIC RATES AND TARIFFS - TRANSMISSION VOLTAGE FEDERAL GOVERNMENT CLASSIFICATION ("FT")

Mr. Scott Koenig, City Manager, advised members that on July 1, 2015, the current rates for all electric customers were implemented in accordance with the FY-2016 City of Dover budget authorization. The new electric rates resulted in an increase of approximately 3.4 percent for the Dover Air Force Base as a customer. He indicated that under a 1954 agreement, the City of Dover was to provide notice of a rate increase to Dover Air Force Base in advance of implementation. Mr. Koenig stated that current City management was not aware of the notice requirement in advance of implementation and, therefore, did not notify the Air Force of the proposed rate increase. The Air Force contacted the City of Dover in August 2015 regarding the rate increase. Mr. Koenig noted that the City issued a formal correspondence in November 2015 explaining the rate increase. Subsequent conversations over the past six (6) months had included a review of the rate model with Burns & McDonnell, who represents the City of Dover, as well as input from various consultant advocates working for the Air Force. He stated that after conducting a full rate review of all documents, the City of Dover and the Air Force mutually agreed on a final rate acceptable to both parties, and the rate of $0.06370/KWH adopted in July 2015 will be reduced to $0.0635/KWH. The proposed rate adjustment will reduce electric revenues from the Dover Air Force Base by approximately $9,500 to $18,000 per year, depending upon actual energy consumption at the facility.

Staff recommended authorizing the City Manager to implement the Transmission Voltage Federal Government Classification ("FT") Rate and Tariff. The effective date will be back dated to July 1, 2015 and all necessary billing adjustments will be implemented.

Mr. Anderson questioned if this tariff classification would be exempt from a rate adjustment. Responding, Mr. Koenig explained that all rate classifications would be eligible for the Power Cost Adjustment (PCA) that would be considered later in the meeting by City Council. He indicated that this was the base rate for power for this customer class. Mr. Koenig stated that the PCA would be applied to the energy component.

Mr. Neil moved to authorize the City Manager to implement the Transmission Voltage Federal Government Classification ("FT") Rate and Tariff *(Exhibit #2)*. The effective date will be back dated to July 1, 2015 and all necessary billing adjustments will be implemented. The motion was seconded by Mr. Anderson and unanimously carried.

APPOINTMENTS (REAPPOINTMENTS) RECOMMENDED BY MAYOR CHRISTIANSEN

Mayor Christiansen requested the following reappointments to the Board of Adjustment for three (3) year terms to expire July 2019:

K.C. Sheth, Chairman
William Hufnal

Mayor Christiansen requested the reappointment of Mrs. Kathleen Welsh to serve on the Planning Commission, representing the First District, for a three (3) tear term to expire June 1, 2019.

Mr. Lewis had requested that this item be removed from the Consent Agenda; however, he withdrew his request since the Mayor was not present to answer his questions. He noting that this was nothing personal against the candidate.

Mr. Sudler stated that since members would be voting on the matter, he would like to hear Mr. Lewis' questions, even though the Mayor was not present to answer them. Responding, Mr. Lewis thought that it would be unfair with the Mayor not being present.

Mr. Sudler moved to defer the appointments (reappointments) recommended by Mayor Christiansen until the Mayor is present to answer questions. The motion was seconded by Mr. Lewis and unanimously carried.

FIRST READING - PROPOSED ORDINANCE #2016-16 AMENDING CHAPTER 22 - BUILDING AND BUILDING REGULATIONS; CHAPTER 26 - BUSINESSES; CHAPTER 50 - FLOODS; CHAPTER 66 - MANUFACTURED HOMES AND TRAILERS; CHAPTER 102 - TAXATION; CHAPTER 106 - TRAFFIC AND VEHICLES; CHAPTER 110 - UTILITIES; APPENDIX B - ZONING, ARTICLES 2, 3, 4, 5, 6, 7, AND 12; AND APPENDIX F - FEES AND FINES

Council President Slavin 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.com under "Government," or by contacting the City Clerk's Office at 736-7008 or cityclerk@dover.de.us. Since the ordinance amends the Zoning Code, a public hearing is required. Staff recommended

referral of the amendments to the Planning Commission on July 18, 2016 and that a public hearing take place during the Council Meeting of August 8, 2016, at 7:30 p.m., at which time, final action by Council will take place.

Mr. Scott Koenig, City Manager, advised members that the proposed ordinance was a compilation of changes to address concerns of Council and staff and would update the standards and terminology throughout the Dover Code as they relate to manufactured homes. He stated that the proposed ordinance would also implement standards for management and maintenance of land lease communities. Mr. Koenig noted that the proposed ordinance was sponsored by Councilmen Neil, Slavin, and Cole.

Mr. Hare moved to refer the amendments and set a public hearing before City Council for August 8, 2016 at 7:30 p.m., as recommended by staff. The motion was seconded by Mr. Neil and unanimously carried.

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

> PROPOSED ORDINANCE #2016-16 AMENDING CHAPTER 22 - BUILDING AND BUILDING REGULATIONS; CHAPTER 26 - BUSINESSES; CHAPTER 50 - FLOODS; CHAPTER 66 - MANUFACTURED HOMES AND TRAILERS; CHAPTER 102 - TAXATION; CHAPTER 106 - TRAFFIC AND VEHICLES; CHAPTER 110 - UTILITIES; APPENDIX B - ZONING, ARTICLES 2, 3, 4, 5, 6, 7, AND 12; AND APPENDIX F - FEES AND FINES
>
> *(Legislative, Finance, and Administration Committee)*

FINAL READING - PROPOSED ORDINANCE #2016-17 - 2016/2017 CITY OF DOVER BUDGET ORDINANCES

The First Reading of the proposed ordinance was accomplished during the Regular Council Meeting of June 13, 2016. Council President Slavin reminded members of the public that copies of the proposed ordinance were available at the entrance of the Council Chambers, and on the City's website at www.cityofdover.com under "Government."

Mr. Hare moved that the Final Reading of the Proposed Ordinance be acknowledged by title only, seconded by Mr. Anderson and unanimously carried.

Mr. Scott Koenig, City Manager, stated that Proposed Ordinance #2016-17 was the compilation of documents and the discussions that occurred during the Special Council Meeting - Budget Review of May 24, 25, and 26, 2016 which encompassed approximately 10 hours of introduction and debate with respect to all components of the City budget. He stated that the 28-page ordinance boiled down approximately 315 pages of information related to the City's General Fund, Electric Fund, and Water/Wastewater Fund, as well as a number of ancillary funds that the City manages. Mr. Koenig advised that the aggregated budget for the City's General Fund, Electric Fund, and Water/Wastewater Fund is approximately $156,144,700, with total revenues and expenses of $137,119,300 estimated for FY 17. He stated that it was important to note that the FY 17 City of Dover budget contains no property tax or fee increases related to the General Fund, no water or sewer rate or fee increases related to the water and sewer utility, and no rate increase related to the

electric utility. Mr. Koenig reminded members that during the budget discussions, Council had voted in favor of an alternate budget design, which included an approximate 2% Power Cost Adjustment (PCA) on the energy portion of the electric bill. He noted that the final staff count went from 359 full-time employees in FY 16 to 357 full-time employees in the proposed FY 17 budget. Mr. Koenig stated that the recommendation, based on the budget deliberation, reduced full-time equivalents to 354 employees because there was a motion to dissolve the Economic Development Office through the FY 17 budget and direct the City Manager to incur the necessary expenses to dissolve that Office. He reiterated that the Final Reading of the budget ordinance is a 28-page document that spells out estimated and projected spending for the City of Dover in all funds, including capital projects, for FY 17.

Mr. Slavin stated that the Second Reading and possible adoption of the budget this evening was the result of 15 hours of public hearings, hundreds of hours of preparation from staff, and research and study done by staff and by other Council members. He advised that this was the ninth City budget that he had been involved in. Mr. Slavin indicated that if he had been told when he returned to Council three (3) years ago that the budget presented in 2016 would have no tax, fee, or utility increases, he would have stated the need for everyone work very hard to get there, and that everyone had worked very hard and gotten there. He acknowledged that the budget may not have everything that everyone wants, but it has enough that the budget would do well for the City and the constituents. Not only did the proposed budget have no tax increase, it actually would lower property taxes on owners of property in the Business Improvement District (BID). As such, according to Mr. Slavin's memory and research, this was the first budget in more than 20 years for the City of Dover that would actually lower taxes. He stated his respect for the right of any Council member to raise motions on the floor at this time; however, he cautioned that adopting things at the 59th minute of the 23rd hour of deliberations without time to properly vet and study the proposed changes would shift risk onto the City. Mr. Slavin noted that it may not be known what proposed cuts or additions would do to the delicate budget that was put together over those many hours.

Mr. Anderson stated that he had a simple motion to put forward meant to clarify what was done by Council during the series of motions that were voted on during the Special Council meeting - Budget Review, relating to the economic development. He reminded members that money had been moved to the Mayor's Office and the Mayor was given discretion to use it; however, an earlier motion eliminated all staff members of the Economic Development Office. Mr. Anderson wished to clarify that the Mayor would have discretion to keep the one (1) person from the Economic Development Office who does the administrative work. Mr. Anderson felt that the Mayor and the DDP would otherwise be handicapped, stating that the DDP was quite concerned about not having anyone to do administration before they have time to hire staff. He commented that some, but not all, work could be done by volunteers.

Mr. Anderson moved to allow the Mayor to utilize a portion of the $65,000 for economic development for an administrative staffer and be allowed to share the said staffer with the Downtown Dover Partnership with funds paid for said staffing from the DDP returning to the Mayor's economic development budget. The motion failed for lack of a second.

Responding to Mr. Hutchison regarding the actions taken by Council pertaining to funds to be directed to the DDP, Mr. Koenig explained that there had been a series of motions by Council. He

stated that there had been a recommendation for an economic development committee and a recommendation to increase the funding to the DDP from $70,000 in the draft budget to a total of $150,000. The $150,000 was intended to be used at the discretion of the DDP to address their staffing needs for FY 17 and could be used for one (1) or more persons. Mr. Koenig stated that the DDP was currently advertising for an Executive Director and was hoping to fill this position by early September. He indicated that a subsequent motion by Council related to setting the Business Improvement District (BID) tax. Mr. Koenig explained that the proposed rate brought before Council would have raised approximately $48,800; however, Council set the FY 17 rate at zero. The taxing district boundaries and legal requirements of the district would be kept in place in the Code, but no additional BID tax would be collected from property owners in the BID for FY 17, provided Council adopts the budget. Mr. Koenig stated that Council's last motion had to do with the funds remaining after the City Manager incurs the necessary expenses to close the Economic Development Office. If all necessary payments were made from the proposed budget, which was approximately $238,000 to his recollection, a sum of money would be left over in FY 17. Council had authorized those remaining funds to be directed to the Mayor's budget. Mr. Koenig advised that he and Mrs. Donna Mitchell, Controller/Treasurer, had not yet directed those funds to a specific line item but would inform Council of this once the funds are transferred. He indicated that these were the FY 17 operating budget recommendations that came out of the budget hearings and deliberation, and it was his understanding that this would not carry forward into FY 18.

In response to Mr. Lewis regarding various programs that could possibly be cut in relation to the State budget, Mr. Koenig stated that the Delaware Department of Transportation (DelDOT) budget included Municipal Street Aid and Community Transportation Funds at the same levels as FY 16. Late last week, there was an email regarding Community Transportation Funds that indicated that each legislator's allotment would increase by $15,000. Mr. Koenig indicated that this would be an increase to $240,000 or $265,000, noting that he was unsure of the actual funding authorization that DelDOT was able to secure for those types of services. He stated that, to his knowledge, the police pension payment would stay at the same rate as FY 16. As part of the FY 16 budget discussions at the State level, a possibility of changing the appropriation for realty transfer taxes was mentioned. Mr. Koenig explained that this 3 percent tax is currently split 50/50 between the municipality or county and the State. Mr. Koenig noted that the proposal last year was to alter that split to allocate 2 percent to the State and 1 percent to the local government. This proposal did not go through as part of the FY 16 State budget, and Mr. Koenig's understanding was that alteration of the real estate transfer tax appropriation was not being debated at the State budget level this year. Mr. Koenig believed that there were minor changes regarding law enforcement funds related to 911 cellular reimbursements; however, there was no indication at this point that there would be any adjustments to State revenues. He advised that Ms. Cheryl Bundek, Tax Assessor, met with the Secretary of Finance regarding a Payment in Lieu of Taxes (PILOT) of approximately $280,000 per year, and the expectation was that funding for PILOT would remain at the same level as FY 16. Mr. Koenig indicated that, at this late hour, he believed that State revenues in FY 17 would be roughly equal to those in FY 16.

Responding to Mr. Lewis regarding his opinion as to whether the City was safe, Mr. Koenig stated that he was reasonably confident that the City was in fair shape, noting that he does not control anything that happens at Legislative Hall.

Mr. Hare felt that the DDP had been given sufficient funding to hire an administrative person if they wished to continue that position, stating that this had been the purpose for giving the funds.

Mr. Hare moved for adoption of Ordinance #2016-17 as presented *(Exhibit #3)*, seconded by Mr. Hosfelt. The motion carried by a roll call vote of eight (8) yes (Sudler, Neil, Lewis, Cole, Hosfelt, Hare, Hutchison, and Slavin) and one (1) no (Anderson).

CITY MANAGER'S ANNOUNCEMENTS

Mr. Scott Koenig, City Manager, thanked Mrs. Donna Mitchell, Controller/Treasurer, and her staff for their patience and diligence in helping to prepare the FY 17 budget. He noted that a lot of effort and discussion went into it. Mr. Koenig also thanked the department heads who all contributed significantly related to their budget, noting that they all appreciate the opportunity to come in and argue for their staff, programs, and capital projects. He expressed thanks to everyone who had participated in the budget discussion, including members of Council, stating his appreciation for the comments and encouragement. He stated the expectation of providing excellent service and projects for the citizens and rate payers. Mr. Koenig stated that staff was very proud of the document endorsed tonight and was looking forward to the FY 17 budget implementation.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Slavin extended early wishes for a happy birthday to Mr. Hare, whose birthday is July 6th.

Mr. Hosfelt noted that the City had increased in size last week by 90,000 people, noting that the Firefly Music Festival had come and gone successfully, in large part due to the City's workforce. He felt that those involved were incredible people, including the Fire Marshal's Office; Police Department; Fire Department; Mr. Scott Koenig, City Manager; the Public Works Department; and Ms. Kay Sass, Public Affairs/Emergency Management Coordinator. Mr. Hosfelt stated that they did a great job and that everyone should be very proud of City employees, noting that actions that were taken to bring portions of the Dover International Speedway into the City had paid off. Speaking for the Dover International Speedway, Mr. Hosfelt expressed appreciation for everyone's efforts.

Mr. Sudler informed members that on July 16, 2016 at 12:00 p.m., there would be a Fourth District Annual Empowerment Fair sponsored by Mr. Sudler and held in partnership with the Cen-Del Foundation. He indicated that the theme is to empower the youth and citizens of Dover with resources that will not only enhance the quality of life in their communities but encourage citizens to be held accountable for being law-abiding citizens that other cities can model after. Mr. Sudler invited all members of Council and residents of their districts to join in, noting that there would be vendors advocating job opportunities, anti-illegal gang strategies, voter registration, and pardon procedures for at-risk youth offenders. He noted that the location of the event is Mishoe Park Place, 320 Raymond Street, Dover, which is off State College Road. Mr. Sudler reiterated that the start time of the event was 12:00 p.m. with no set end time.

Mr. Hare advised that on June 21, 2016, he and Mr. Lewis held a community meeting for the Second District. Mayor Christiansen; Mrs. Ann Marie Townshend, Director of Planning and Community Development; and Officer Krista Roosa from the Dover Police Department were present. He indicated that there was a nice turnout and participants expressed concerns that Mr. Hare emailed to Mr. Scott Koenig, City Manager, to address. He advised that one (1) of the biggest issues was

speeding on Wyoming Avenue and Westview Terrace. A few code violations were mentioned, as well as other issues that the City must discuss with the Department of Natural Resources and Environmental Control (DNREC). Mr. Hare noted that the event was held at Capitol Baptist Church, which did a very nice job and provided good food. He felt it was a very good meeting.

Mr. Hutchison noted that there had been a well-written newspaper article about Dover Air Force Base being considered for an air refueling mission. He felt sure that the City of Dover, along with the Chamber of Commerce, Kent County Levy Court, and the State of Delaware would reach out to embrace that opportunity when the time frame is closer.

On behalf of Council, Mr. Slavin extended get well soon wishes to Mrs. Ann Marie Townshend, who suffered a minor injury and was resting comfortably at home.

Mr. Hare moved for adjournment, seconded by Mr. Neil and unanimously carried.

Meeting adjourned at 8:45 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of June 27, 2016, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM
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Exhibits
Exhibit #1 - Map depicting parcels with structures built in 1978 or earlier
Exhibit #2 - Transmission Voltage Federal Government Classification ("FT") Rate and Tariff
Exhibit #3 - Ordinance #2016-17 - 2016/2017 City of Dover Budget Ordinances

EXHIBIT #1

City Council Meeting of 06/27/2016

Parcels with Structures Built in 1978 or Earlier

Legend

Homes Built 1978 or Earlier

- Condos
- Residential
- Residential (Exempt)
- City Parcels
- Water Bodies

1 inch = 680 feet

Date Printed: June 3, 2016
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Department: Public Works GIS
City of Dover, Delaware

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TRANSMISSION VOLTAGE FEDERAL GOVERMENT CLASSIFICATION "FT"

AVAILABILITY

This rate is available by special contract throughout the City of Dover electric service area for Federal Government customers located where Dover's existing facilities are adequate to supply the character of service as specified below.

CHARACTER OF SERVICE

The electric power delivered hereunder shall be three phase, 60 cycle, alternating current at a nominal potential of sixty-nine thousand (69,000) volts.

Demand, energy and power factor will be metered at the point of delivery of service. All transformation, circuiting and protective apparatus beyond the point of delivery shall be installed, owned and maintained by the customer. Service shall be supplied and metered at 69,000 volts, and the customer is required to own and maintain all transforming, switching and protective equipment.

Demand Charge	
All KW - per KW	10.50
Energy Charge	
All KWH, per KWH	0.0635

DETERMINATION OF DEMAND

The measured demand shall be the average of the four (4) greatest sixty (60) minute demands measured on separate days of each month. In any month in which the average power factor at the delivery point is greater or less than ninety-eight and one half percent (98.5%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .985}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors and the customers are billed accordingly.

MINIMUM MONTHLY BILL

The minimum monthly charge shall be seventy-five percent (75%) of the greatest Billing Demand during the preceding 11 months and energy equal to three hundred (300) hours' use of that demand.

PURCHASE POWER ADJUSTMENT

All kilowatt hours billed under this rate shall be subject to the Purchase Power Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2015

CITY OF DOVER ORDINANCE # 2016-17
2016-2017 BUDGET ORDINANCES

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Forty Six Million Seven Hundred Seventeen Thousand Four Hundred dollars ($46,717,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

GENERAL FUND
CASH RECEIPT SUMMARY FOR 2016-2017

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 4,820,400**	**$ 4,493,900**
RECEIPTS		
FINES AND POLICE REVENUE	651,400	763,300
INVESTMENT INCOME	140,000	90,000
LIBRARY REVENUES	67,000	70,300
KENT COUNTY BOOK REIMBURSEMENT	312,600	312,600
BUSINESS LICENSES	1,472,000	1,467,000
PERMITS AND OTHER FEES	1,436,300	1,662,100
MISCELLANEOUS CHARGES	56,600	56,800
POLICE EXTRA DUTY	461,500	525,000
PROPERTY TAXES	12,783,800	12,895,100
BID REVENUE	49,700	-
RECREATION REVENUE	149,000	150,000
FRANCHISE FEE	682,300	680,000
SANITATION FEES	2,530,000	2,538,300
RENT REVENUE - GARRISON FARM	93,900	94,500
COURT OF CHANCERY FEES	1,090,400	1,100,000
RECEIPTS SUBTOTAL	**21,976,500**	**22,405,000**
INTERFUND SERVICE RECEIPTS		
INTERFUND SERVICE RECEIPTS W/WW	1,420,200	1,653,800
INTERFUND SERVICE RECEIPTS ELECTRIC	3,586,700	3,564,900
INTERFUND SERVICE RECEIPTS SUBTOTAL	**5,006,900**	**5,218,700**
GRANTS:		
POLICE RELATED/EXTRA DUTY	172,700	258,600
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISC GRANT REVENUE	25,000	25,000
VERIZON RESERVE	50,000	-
GRANTS SUBTOTAL	**846,200**	**882,100**
TRANSFERS FROM:		
TRANSFER TAX	2,090,200	1,672,700
MUNICIPAL STREET AID	673,100	673,100
CIVIL TRAFFIC PENALTIES	480,000	496,900
WATER/WASTEWATER	850,000	875,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES	13,200	-
TRANSFERS FROM SUBTOTAL	**14,106,500**	**13,717,700**
TOTAL REVENUES	**41,936,100**	**42,223,500**
TOTAL BEGINNING BALANCE & REVENUE	**$ 46,756,500**	**$ 46,717,400**

2016-2017 BUDGET ORDINANCES

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE FOR 2016-2017

DEPARTMENT EXPENSES	2015/16 REVISED	2016/17 BUDGET
CITY CLERK	$ 382,800	$ 412,300
COUNCIL	113,600	**141,100**
TAX ASSESSOR	239,800	244,000
FIRE	735,400	721,700
GROUNDS MAINTENANCE	1,133,000	1,201,300
LIBRARY	1,456,000	1,635,000
RECREATION	723,200	**750,900**
LIFE SAFETY	479,800	485,200
CODE ENFORCEMENT	412,700	421,100
PLANNING	532,800	546,800
INSPECTIONS	749,000	697,900
ECONOMIC DEVELOPMENT	245,000	-
POLICE	15,921,400	16,091,600
POLICE EXTRA DUTY	634,200	783,600
STREETS	658,500	1,163,500
SANITATION	2,151,100	2,032,800
CITY MANAGER	909,300	**792,400**
INFORMATION TECHNOLOGY	625,500	716,300
FINANCE	991,400	1,011,100
PUBLIC WORKS - ADMINISTRATION	580,300	680,000
FACILITIES MANAGEMENT	692,200	607,100
PUBLIC WORKS - ENGINEERING	173,400	207,000
PROCUREMENT & INVENTORY	569,300	585,100
FLEET MAINTENANCE	760,000	776,300
CUSTOMER SERVICE	1,082,000	1,143,800
HUMAN RESOURCES	376,700	392,500
MAYOR	76,100	74,000
DEPARTMENT SUBTOTALS	**33,404,500**	**34,314,400**
OTHER EXPENSES		
DEBT SERVICE	669,400	685,300
CONTRIBUTION TO DDP	70,000	**150,000**
MISCELLANEOUS GRANT RELATED EXP	25,000	25,000
INSURANCE	690,000	700,000
RETIREES HEALTH CARE	1,567,700	2,039,700
OTHER EMPLOYMENT EXPENSES	51,500	400,700
BANK & CREDIT CARD FEES	10,600	15,000
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	797,700	804,000
NEW STREET PROPERTIES ACQUISITIONS	240,400	-
OTHER EXPENSE SUBTOTAL	**4,172,300**	**4,869,700**
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,625,400	1,859,400
TRANSFER TO CAPITAL ASSET RESERVE	229,600	-
APPROP. TO THE GENERAL EMPLOYEE PENSION FUND	594,300	-
APPROP. TO THE POLICE PENSION FUND	676,500	670,000
APPROP. POLICE PENSION - STATE GRANT	500,000	500,000
TRANSFER TO VERIZON RESERVE	50,000	-
TRANSFER TO INVENTORY WRITE-OFFS	10,000	10,000
TRANSFERS SUBTOTAL	**4,685,800**	**3,039,400**
TOTAL EXPENDITURES	**42,262,600**	**42,223,500**
CURRENT YEAR BALANCE	**4,493,900**	**4,493,900**
TOTALS	**$ 46,756,500**	**$ 46,717,400**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Two Million Four Hundred Thirty Three Thousand Three Hundred dollars ($2,433,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

REVENUES

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - PROJECTS	**$ 2,926,700**	**$ 383,900**
REVENUES		
INCOME FROM SALE OF ASSETS	120,800	-
GRANT RECEIPTS	80,500	105,000
INTEREST EARNINGS	5,000	5,000
TRANSFER FROM GENERAL FUND	2,625,400	1,859,400
MISCELLANOUS RECEIPTS	74,700	-
TRANSFER FROM PARKLAND RESERVE	-	80,000
SUBTOTAL PROJECT RECEIPTS	**2,906,400**	**2,049,400**
TOTAL FUNDING SOURCES	**2,906,400**	**2,049,400**
TOTAL BEGINNING BALANCE AND REVENUES	**$ 5,833,100**	**$ 2,433,300**

EXPENSE SUMMARY

EXPENDITURES	2015/16 REVISED	2016/17 BUDGET
FIRE	$ 445,800	$ 145,700
GROUNDS MAINTENANCE	185,200	58,200
LIFE SAFETY	55,700	29,500
POLICE	302,700	299,800
RECREATION	73,900	165,000
STREETS	3,735,000	1,026,000
SANITATION	449,000	261,500
CITY MANAGER	24,700	-
FACILITIES MANAGEMENT	-	27,700
FLEET MAINTENANCE	84,500	31,000
DEPARTMENT SUBTOTAL	**5,356,500**	**2,044,400**
TRANSFERS		
TRANSFER TO CAPITAL ASSET RESERVE	92,700	**-**
TRANSFERS SUBTOTAL	**92,700**	**-**
TOTAL EXPENDITURES	**5,449,200**	**2,044,400**
BUDGET BALANCE	383,900	388,900
TOTAL BUDGET BALANCE & EXPENDITURES	**$ 5,833,100**	**$ 2,433,300**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Seven Hundred Forty One Thousand dollars ($741,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	$ 720,300	$ 731,000
INTEREST EARNED	10,700	10,000
TOTALS	**$ 731,000**	**$ 741,000**

EXPENSE SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CARRY FORWARD TO NEXT YEAR	731,000	741,000
TOTALS	**$ 731,000**	**$ 741,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating One Million Two Hundred Sixty Six Thousand Three Hundred dollars ($1,266,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 915,100**	**$ 1,251,300**
RECEIPTS		
INTEREST EARNINGS	13,900	15,000
TRANSFER FROM GENERAL CAPITAL ASSET FUND	92,700	-
TRANSFER FROM GENERAL FUND	229,600	-
TOTAL RECEIPTS	**336,200**	**15,000**
TOTALS	**$ 1,251,300**	**$ 1,266,300**

EXPENSE SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CARRY FORWARD TO NEXT YEAR	$ 1,251,300	$ 1,266,300
TOTALS	**$ 1,251,300**	**$ 1,266,300**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Three Hundred Twenty Seven Thousand Nine Hundred dollars ($327,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	$ 320,800	$ 324,900
INTEREST INCOME	4,100	3,000
TOTALS	**$ 324,900**	**$ 327,900**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO GENERAL CAPITAL PROJECT FUND	-	80,000
CURRENT YEAR BALANCE	324,900	247,900
TOTALS	**$ 324,900**	**$ 327,900**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Sixteen Million Six Hundred Ninety Six Thousand Nine Hundred dollars ($16,696,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - WATER	$ 1,072,900	$ 566,500
BEGINNING BALANCE - WASTEWATER	206,900	663,200
TOTAL BEGINNING BALANCES	**1,279,800**	**1,229,700**
BASE REVENUE		
WATER SERVICES	5,366,600	5,800,000
WASTEWATER SERVICES	3,823,800	3,800,000
WASTEWATER TREATMENT SERVICES	2,997,600	3,000,000
GROUNDWATER INFLOW ADJUSTMENT	1,965,600	1,938,000
WATER TANK SPACE LEASING	341,900	366,200
SEWER IMPACT FEES	222,400	228,000
WATER IMPACT FEES	253,400	252,000
INTEREST - WATER	5,000	10,000
INTEREST - WASTEWATER	5,000	10,000
MISCELLANEOUS SERVICE FEE	56,200	63,000
TOTAL REVENUES	**15,037,500**	**15,467,200**
TOTAL BEGINNING BALANCES AND REVENUES	**$ 16,317,300**	**$ 16,696,900**

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER FUND - EXPENSES AND BUDGET BALANCE FOR 2016-2017

	2015/16 REVISED	2016/17 BUDGET
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 512,500	$ 516,500
WATER DEPARTMENT	650,900	655,400
WASTEWATER DEPARTMENT	840,600	962,400
WATER TREATMENT PLANT	1,743,100	1,727,400
DIRECT EXPENDITURE SUBTOTAL	**3,747,100**	**3,861,700**
OTHER EXPENSES		
DEBT SERVICE - WATER	521,100	590,300
DEBT SERVICE - WASTEWATER	611,300	636,900
RETIREES HEALTH CARE	60,200	192,400
OTHER EMPLOYMENT EXPENSES	142,300	**21,200**
KENT COUNTY TREATMENT CHARGE	4,130,000	4,130,000
INTERFUND SERVICE FEES	1,420,200	1,653,800
BANK & CREDIT CARD FEES	25,000	25,000
BOND ISSUE COSTS	-	40,000
OTHER EXPENSES SUBTOTAL	**6,910,100**	**7,289,600**
TRANSFER TO:		
GENERAL FUND FROM WATER	550,000	500,000
GENERAL FUND FROM WASTEWATER	300,000	375,000
WATER IMP AND EXT	1,800,000	1,000,000
WASTEWATER IMP AND EXT	1,500,000	1,000,000
CONTINGENCY RESERVE WATER	32,000	110,000
CONTINGENCY RESERVE WASTEWATER	-	60,000
GENERAL EMPLOYEES PENSION FUND	248,400	-
ELECTRIC IMP AND EXT	-	231,200
TRANSFER TO SUBTOTAL	**4,430,400**	**3,276,200**
TOTAL EXPENSES	**15,087,600**	**14,427,500**
BUDGET BALANCES		
BUDGET BALANCE WATER	566,500	**1,103,100**
BUDGET BALANCE WASTEWATER	663,200	**1,166,300**
BUDGET BALANCE SUBTOTALS	**1,229,700**	**2,269,400**
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 16,317,300**	**$ 16,696,900**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Seven Million Eight Hundred Thirty Eight Thousand Five Hundred dollars ($7,838,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year begining July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - WATER	$ 4,990,300	$ 1,179,900
BEGINNING BALANCE - WASTEWATER	4,551,700	952,600
TOTAL BEGINNING BALANCES	**9,542,000**	**2,132,500**
REVENUES		
STATE LOAN FUND - WATER	-	2,400,000
STATE LOAN FUND - WASTEWATER	-	884,000
TRANS FR OPERATING FUND - WATER	1,800,000	1,000,000
TRANS FR OPERATING FUND - WASTEWATER	1,500,000	1,000,000
TRANSFER FROM WATER IMPACT FEE	-	190,800
TRANSFER FROM WASTEWATER IMPACT FEE	165,000	211,200
INTEREST INCOME	69,900	20,000
GRANT RECEIPTS	20,300	-
MISCELLANEOUS RECEIPTS	61,400	-
TOTAL REVENUES	**3,616,600**	**5,706,000**
TOTAL BEGINNING BALANCES & REVENUES	**$ 13,158,600**	**$ 7,838,500**

EXPENSE SUMMARY

EXPENSES	2015/16 REVISED	2016/17 BUDGET
W/WW ENGINEERING	$ -	$ 30,400
WATER	5,442,600	1,338,800
WASTEWATER	5,299,100	2,021,200
WATER TREATMENT PLANT	284,400	1,200,000
TOTAL EXPENSES	**11,026,100**	**4,590,400**
BUDGET BALANCE - WATER	1,179,900	2,226,700
BUDGET BALANCE - WASTEWATER	952,600	1,021,400
CURRENT YEAR BALANCE SUBTOTALS	**2,132,500**	**3,248,100**
TOTAL BUDGET BALANCES & EXPENSES	**$ 13,158,600**	**$ 7,838,500**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating One Million Thirty Five Thousand Eight hundred dollars ($1,035,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - WATER	$ 510,700	$ 514,600
BEGINNING BALANCE - WASTEWATER	509,500	513,400
TOTAL BEGINNING BALANCES	**1,020,200**	**1,028,000**
RECEIPTS		
INTEREST EARNINGS - WATER	3,900	3,900
INTEREST EARNINGS - WASTEWATER	3,900	3,900
TOTAL RECEIPTS	7,800	7,800
TOTALS	**$ 1,028,000**	**$ 1,035,800**

EXPENSE SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CURRENT YEAR BALANCE - WATER	$ 514,600	$ 518,500
CURRENT YEAR BALANCE - WASTEWATER	513,400	517,300
CURRENT YEAR BALANCE SUBTOTALS	**1,028,000**	**1,035,800**
TOTALS	**$ 1,028,000**	**$ 1,035,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Two Million Thirty Seven Thousand dollars ($2,037,000) or so much thereof as may be necessary are hereby appropriated fromcurrent revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - WATER	$ 427,500	$ 430,700
BEGINNING BALANCE - WASTEWATER	1,742,700	1,590,900
TOTAL BEGINNING BALANCES	**2,170,200**	**2,021,600**
RECEIPTS		
INTEREST EARNINGS - WATER	3,200	3,300
INTEREST EARNINGS - WASTEWATER	13,200	12,100
TOTAL RECEIPTS	**16,400**	**15,400**
TOTALS	**$ 2,186,600**	**$ 2,037,000**

EXPENSE SUMMARY

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO I & E FUND FROM WATER IMPACT FEES	$ -	$ 190,800
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	165,000	211,200
CURRENT YEAR BALANCE - WATER	430,700	243,200
CURRENT YEAR BALANCE - WASTEWATER	1,590,900	1,391,800
CURRENT YEAR BALANCE SUBTOTALS	**2,021,600**	**1,635,000**
TOTALS	**$ 2,186,600**	**$ 2,037,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Five Hundred One Thousand Eight Hundred dollars ($501,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE - WATER	$ 105,200	$ 138,000
BEGINNING BALANCE - WASTEWATER	190,200	191,600
TOTAL BEGINNING BALANCES	**295,400**	**329,600**
RECEIPTS		
INTEREST EARNINGS	2,200	2,500
TRANSFER FROM OPERATING ACCOUNT TO WATER	32,000	110,000
TRANSFER FROM OPERATING ACCOUNT TO WASTEWATER	-	60,000
TOTAL RECEIPTS	**34,200**	**172,500**
TOTALS	**$ 329,600**	**$ 502,100**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CURRENT YEAR BALANCE - WATER	138,000	249,000
CURRENT YEAR BALANCE - WASTEWATER	191,600	253,100
CURRENT YEAR BALANCE SUBTOTALS	**329,600**	**502,100**
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 329,600**	**$ 502,100**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Ninety Two Million Seven Hundred Thirty Thousand Eight hundred dollars ($92,730,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 8,337,500**	**$ 13,302,200**
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,493,800	77,193,200
UTILITY TAX	1,309,600	1,287,900
MISCELLANEOUS REVENUE	911,400	548,600
RENT REVENUE	202,600	223,000
GREEN ENERGY	128,000	128,000
INTEREST EARNINGS	35,000	47,900
TRANSFER FROM RATE STABILIZATION	750,000	-
TOTAL REVENUES	**81,830,400**	**79,428,600**
TOTAL BEGINNING BALANCE & REVENUES	**90,167,900**	**92,730,800**

2016-2017 BUDGET ORDINANCES

ELECTRIC REVENUE FUND EXPENSES AND BUDGET BALANCE FOR 2016-2017

EXPENSES	2015/16 REVISED	2016/17 BUDGET
POWER SUPPLY	$ 23,402,600	$ 16,557,600
SOLAR ENERGY	2,313,900	2,313,900
SOLAR RENEWAL ENERGY CREDITS	363,400	363,400
POWER SUPPLY MANAGEMENT	996,000	996,000
REC'S (Renewable Energy Credits)	673,400	673,400
RGGI (Regional Greenhouse Gas Init.)	175,000	175,000
PJM CHARGES - ENERGY	7,966,100	12,357,900
PJM CHARGES - TRANSMISSION & FEES	7,932,500	7,603,800
CAPACITY CHARGES	10,225,100	10,160,600
SUB-TOTAL POWER SUPPLY	**54,048,000**	**51,201,600**
PLANT OPERATIONS	6,382,900	6,215,700
GENERATIONS FUELS	1,167,300	256,900
PJM SPOT MARKET ENERGY	(1,708,300)	(804,900)
PJM CREDITS	(360,000)	(360,000)
CAPACITY CREDITS	(10,472,100)	(7,355,100)
GENERATION SUBTOTAL	**(4,990,200)**	**(2,047,400)**
POWER SUPPLY & GENERATION SUBTOTAL	**49,057,800**	**49,154,200**
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	3,437,300	3,605,700
ELECTRICAL ENGINEERING	1,120,900	1,247,900
ADMINISTRATION	834,300	929,700
METER READING	363,200	378,600
SYSTEMS OPERATIONS	601,500	651,700
DIRECT EXPENDITURE SUBTOTALS	**6,357,200**	**6,813,600**
OTHER EXPENSES:		
UTILITY TAX	1,309,600	1,287,900
ALLOW FOR UNCOLLECTIBLES	200,000	250,000
RETIREES HEALTH CARE	57,700	600,000
OTHER EMPLOYMENT EXPENSES	353,400	**58,900**
GREEN ENERGY PAYMENT TO DEMEC	128,000	128,000
INTERFUND SERVICE FEES	3,586,700	3,564,900
INTEREST ON DEPOSITS	20,500	21,000
BANK & CREDIT CARD FEES	259,300	275,000
DEBT SERVICE	1,617,700	1,618,000
OTHER EXPENSES SUBTOTAL	**7,532,900**	**7,803,700**
TRANSFER TO:		
IMPROVEMENT & EXTENSION	3,500,000	2,500,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER TO FUTURE CAPACITY RESERVE	-	750,000
TRANSFER TO DEPRECIATION RESERVE	-	750,000
TRANSFER INSURANCE RESERVE	10,000	-
TRANSFER CONTINGENCY RESERVE	13,000	-
TRANSFER RATE STABILIZATION RESERVE	394,800	1,250,000
TRANSFER TO SUBTOTAL	**13,917,800**	**15,250,000**
TOTAL EXPENSES	**76,865,700**	**79,021,500**
BUDGET BALANCE - WORKING CAPITAL	**13,302,200**	**13,709,300**
TOTALS	**$ 90,167,900**	**$ 92,730,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Nine Million Two Hundred Sixteen Thousand Seven Hundred dollars ($9,216,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

REVENUES

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 7,095,300**	**$ 5,540,500**
REVENUES		
TRANSFER FROM ELECTRIC	3,500,000	2,500,000
TRANSFER FROM WATER/WASTEWATER	-	231,200
TRANSFER FROM 2010 BOND RESERVE	2,108,000	-
GENERAL SERVICE BILLING	1,900,000	900,000
DEVELOPMENT GRANTS	15,000	5,000
INTEREST EARNINGS	57,900	40,000
TOTAL REVENUES	**7,580,900**	**3,676,200**
TOTALS	**$ 14,676,200**	**$ 9,216,700**

EXPENSE SUMMARY

EXPENSES	2015/16 REVISED	2016/17 BUDGET
ELECTRIC GENERATION	$ 2,299,800	$ 1,842,800
TRANSMISSION AND DISTRIBUTION	3,524,900	1,975,000
ELECTRICAL ENGINEERING	3,288,000	910,700
METER READING	23,000	41,800
ERP SYSTEM	-	1,000,000
TOTAL EXPENSES	**9,135,700**	**5,770,300**
BUDGET BALANCE	**5,540,500**	**3,446,400**
TOTAL BUDGET BALANCE & EXPENSES	**$ 14,676,200**	**$ 9,216,700**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Eight Hundred Forty Eight Thousand Three Hundred dollars ($848,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 822,700**	**$ 841,900**
RECEIPTS		
INTEREST EARNINGS	6,200	6,400
TRANSFER FROM ELECTRIC FUND	13,000	-
TOTAL RECEIPTS	**19,200**	**6,400**
TOTALS	**$ 841,900**	**$ 848,300**

EXPENSE SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CURRENT YEAR BALANCE	841,900	848,300
TOTALS	**$ 841,900**	**$ 848,300**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Ten Million Nine Hundred Ten Thousand Two Hundred dollars ($10,910,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 9,957,900**	**$ 10,083,600**
INTEREST EARNINGS	125,700	76,600
TRANSFER FROM ELECTRIC OPERATING FUND	-	750,000
TOTALS	**$ 10,083,600**	**$ 10,910,200**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CURRENT YEAR BALANCE	10,083,600	10,910,200
TOTALS	**$ 10,083,600**	**$ 10,910,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2016-2017

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

The amount hereinafter named aggregating Ten Million Nine Hundred Sixty One Thousand Seven Hundred dollars ($10,961,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 10,107,900**	**$ 10,134,700**
INTEREST EARNINGS	76,800	77,000
TRANSFER FROM ELECTRIC OPERATING FUND	-	750,000
TOTALS	**$ 10,184,700**	**$ 10,961,700**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO FUTURE CAPACITY RESERVE	50,000	-
CURRENT YEAR BALANCE	10,134,700	10,961,700
TOTALS	**$ 10,184,700**	**$ 10,961,700**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY INSURANCE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2016-2017

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Seven Hundred Sixty Two Thousand dollars ($762,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 740,600**	**$ 756,300**
INTEREST EARNINGS	5,700	5,700
TRANSFER FROM ELECTRIC FUND	10,000	-
TOTALS	**$ 756,300**	**$ 762,000**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
CURRENT YEAR BALANCE	756,300	762,000
TOTALS	**$ 756,300**	**$ 762,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRIC UTILITY RATE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2016-2017

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

The amount hereinafter named aggregating Eight Million Five Hundred Eleven Thousand Nine Hundred dollars ($8,511,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 7,505,400**	**$ 7,207,100**
INTEREST EARNINGS	56,900	54,800
TRANSFER FROM ELECTRIC OPERATING FUND	394,800	1,250,000
TOTALS	**$ 7,957,100**	**$ 8,511,900**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO ELECTRIC FUND	$ 750,000	$ -
CURRENT YEAR BALANCE	7,207,100	8,511,900
TOTALS	**$ 7,957,100**	**$ 8,511,900**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Six Hundred Seventy Three Thousand Two Hundred dollars ($673,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 100**	**$ 100**
STATE GRANT	673,100	673,100
TOTALS	**673,200**	**673,200**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO GENERAL FUND	673,100	673,100
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 673,200**	**$ 673,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

ELECTRONIC RED LIGHT SAFETY PROGRAM
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Four Hundred Ninety Seven Thousand dollars ($497,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

CASH RECEIPTS

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 100**	**$ 100**
STATE GRANT	480,000	496,900
TOTALS	**480,100**	**497,000**

BUDGET SUMMARY

	2015/16 REVISED	2016/17 BUDGET
TRANSFER TO GENERAL FUND	480,000	496,900
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 480,100**	**$ 497,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Two Million One Hundred Thirty Six Thousand Seven Hundred dollars ($2,136,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
BEGINNING BALANCE	**$ 1,248,200**	**$ 1,256,300**
INTEREST INCOME	20,700	25,000
PREMIUM FROM CITY	620,000	855,400
MISCELLANEOUS REVENUE	9,400	-
TOTALS	**$ 1,898,300**	**$ 2,136,700**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 475,000	$ 475,000
INSURANCE	103,900	105,500
STATE OF DEL - SELF INSURANCE TAX	38,100	39,000
CONTRACTUAL SERVICES	25,000	25,000
TOTAL EXPENSES	**642,000**	**644,500**
CURRENT YEAR BALANCE	1,256,300	1,492,200
TOTALS	**$ 1,898,300**	**$ 2,136,700**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Five Hundred Ninety Two Thousand One Hundred dollars ($592,100) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	**$ 57,800**	**$ 92,100**
GRANTS REVENUE	839,300	500,000
INTEREST INCOME	500	-
TOTALS	**$ 897,600**	**$ 592,100**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
PROGRAM EXP. GRANT RELATED	$ 805,500	$ 500,000
CURRENT YEAR BALANCE	92,100	92,100
TOTALS	**$ 897,600**	**$ 592,100**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Three Hundred Twenty Five Thousand Three Hundred dollars ($325,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	**$ 30,600**	**$ 17,300**
STATE GRANT	305,500	305,500
FEDERAL GRANT	2,500	2,500
TOTALS	**$ 338,600**	**$ 325,300**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
STATE GRANTS		
FURNITURE/FIXTURES	$ 7,000	$ 10,500
OFFICE SUPPLIES	30,800	30,800
PRINTING AND DUPLICATING	12,500	12,500
PROGRAM EXPENSES/SUPPLIES	27,500	27,500
BOOKS	146,600	150,600
AUDIO VISUAL SUPPLIES	77,200	77,200
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	8,800	5,300
OFF EQP/REPAIRS & MAINT	6,300	6,300
OTHER EQUIP - LEASE	2,000	2,000
SUBTOTAL EXPENSES STATE GRANTS	**318,800**	**322,800**
FEDERAL GRANTS		
PROGRAM EXPENSES/SUPPLIES	2,500	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	**2,500**	**2,500**
GRAND TOTAL EXPENSES	**321,300**	**325,300**
CURRENT YEAR BALANCE	17,300	-
TOTALS	**$ 338,600**	**$ 325,300**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Six Hundred Fourteen Thousand Three Hundred dollars ($614,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	**$ 154,900**	**$ 295,300**
STATE AND FEDERAL GRANTS RECEIVED	1,111,900	319,000
TOTALS	**1,266,800**	**614,300**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
EXPENDITURES		
PERSONNEL EXPENDITURES		
CADET PROGRAM SALARIES	71,400	71,400
CADET PROGRAM FICA	5,400	5,500
CADET PROGRAM W/COMP	3,500	4,200
MATERIALS AND SUPPLIES		
POLICE EQUIPT & PROG SUPP	384,600	284,000
TECHNOLOGY EQUIPMENT	20,000	-
ADMINISTRATIVE EXPENDITURES		
CELL PHONE CHARGES	15,000	16,000
TRAINING	72,600	17,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	299,400	5,000
TOTAL EXPENDITURES	**872,900**	**404,100**
OTHER FINANCING USES		
OPERATING TRANSFERS-OUT	172,700	82,000
TOTAL FINANCING USES	**172,700**	**82,000**
CURRENT YEAR BALANCE	221,200	128,200
TOTALS	**$ 1,266,800**	**$ 614,300**

The above budget represents the combination of all State & Federal Grants.

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

CDBG GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating Two Hundred Thirty Eight Thousand Six Hundred dollars ($238,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	**$ 2,100**	**$ 2,100**
CDBG GRANTS RECEIVED	272,800	236,500
TOTALS	**274,900**	**238,600**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
EXPENDITURES		
PRIOR YEAR CLOSING COST/DOWN PAYMENT PROGRAM	900	-
PRIOR YEAR NCALL RESEARCH INC.	6,500	-
CURRENT YEAR CLOSING COST/DOWN PAYMENT PROGRAM	60,000	50,000
CURRENT YEAR CONNECTION SUPP PROGRAM	7,400	7,200
CURRENT YEAR DOVER INTERFAITH MINISTRY	27,000	22,000
CURRENT YEAR MHDC EMERGENCY HOME REPAIR	35,300	25,000
CURRENT YEAR HABITAT FOR HUMANITY	40,000	30,000
CURRENT YEAR MHDC HOMEOWNER REHAB.	52,900	55,000
CURRENT YEAR PEOPLES PLACE	6,800	-
CURRENT YEAR SALARIES	36,000	47,300
TOTAL EXPENDITURES	**272,800**	**236,500**
CURRENT YEAR BALANCE	2,100	2,100
TOTALS	**$ 274,900**	**$ 238,600**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016

2016-2017 BUDGET ORDINANCES

SUBSTANCE ABUSE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2016-2017

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

The amount hereinafter named aggregating One Hundred Twenty One Thousand Three Hundred dollars ($121,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

OPERATING REVENUES

	2015/16 REVISED	2016/17 BUDGET
PRIOR YEAR BALANCE	**$ 98,200**	**$ 60,300**
STATE GRANTS RECEIVED	28,000	28,000
RECREATION REVENUE	50,000	33,000
TOTALS	**176,200**	**121,300**

OPERATING EXPENSES

	2015/16 REVISED	2016/17 BUDGET
EXPENDITURES		
TEMPORARY HELP/BENEFITS	60,200	60,200
PROGRAM EXPENSES/SUPPLIES	55,700	55,000
TOTAL EXPENDITURES	**115,900**	**115,200**
CURRENT YEAR BALANCE	60,300	6,100
TOTALS	**$ 176,200**	**$ 121,300**

The above budget represents the combination of all State & Federal Grants.

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: JUNE 27, 2016