SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

The Safety Advisory and Transportation Committee Meeting was held on August 24, 2015, at 4:00 p.m. with Chairman Hosfelt presiding. Members present were Mr. Hutchison, Mr. Sudler (arrived at 4:09 p.m.), Mr. Keller, and Mr. Shelton. Members of Council present were Mr. Anderson and Mr. Cole (arrived at 4:09 p.m.). Mayor Christiansen (departed at 4:41 p.m. and returned at 4:55 p.m.) was also present.

AGENDA ADDITIONS/DELETIONS

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

Concerns of Owens Manor Residents

By unanimous consent, this item was deferred until later in the meeting.

Discussion - Increased Criminal Activity - Dover Park/Silver Lake Park *(Deferred during the meeting of June 22, 2015)*

Police Chief Paul Bernat advised members that he reviewed records pertaining to calls for service for Dover Park and Silver Lake Park for 2013, 2014, and January 1 through August 12, 2015. He advised members that, excluding calls related to opening and closing of park gates, there were 35 complaints related to Silver Lake in 2013, 26 in 2014, and 18 to date in 2015. Chief Bernat questioned if members were interested in particular types of complaints.

Responding, Mr. Anderson stated that people did not seem to have complaints regarding daytime use, but concerns were expressed by those exercising in the park in the evening, close to the park's closing time near dusk. He indicated that there were complaints about activity in the woods, people sleeping in the park, and suspected drug activity.

Mr. Anderson indicated the need for the City to stay ahead of the curve so that crime does not start relocating to the parks as it is moved from neighborhoods. He felt that the parks are great places for families in the City; however, he noted that there had been a shooting at Dover Park during the past couple of weeks. Mr. Anderson felt that there was a lack of security due to people going back and forth between the neighboring areas of the park and using the park to hide out. He indicated that there were not significant barriers to this activity, noting issues related to vegetation on some of the trails, lack of lighting, etc.

Responding, Chief Bernat stated that the Police Department contacted Ms. Sharon Duca, Public Works Director, and that a Public Works crew significantly cleaned up the east side of Silver Lake, which looked a lot better now. He indicated that previously this area had been overgrown worse than he had seen during his 39 years in Delaware. Mr. Anderson expressed thanks for these efforts.

Chief Bernat expressed his opinion that environmental design is the best crime prevention. He stated that trashy areas invite people to do seedy things, whereas nice areas are more likely to have people there for the proper reasons. Chief Bernat stated that, due to the concerns expressed, the Police Department had picked up enforcement efforts and patrols. He stated that all six (6) police cadets are now bike trained, and three (3) of them ride in this area quite a bit. Chief Bernat stated that these cadets had been very well received.

Mr. Anderson stated his impression that there had been an improvement in the atmosphere at Silver Lake since the issue first came up approximately a month-and-a-half ago, and expressed his hope that this would occur soon at Dover Park.

Chief Bernat stated that prior years reports from Dover Park revealed seven (7) complaints and 12 complaints. He noted that there have been 21 complaints in 2015, so there was an uptake in this area. He explained that patrols there had also been increased; however, it was harder for cadets to get across the highway to this area. Chief Bernat stated that this was usually a good spot for the K-9 officers to patrol at night.

Mr. Hosfelt inquired if there was a specific type of complaint that appeared to be the number one (1) concern. Responding, Chief Bernat stated that most were suspicious events, which were probably called in and could be related to a variety of issues, such as two (2) to four (4) people in a vehicle, possibly smoking a cigarette or a marijuana cigarette, or somebody walking in the park after dark. Chief Bernat advised members that in 2015, six (6) of the 18 incidents were proactive police stops, which indicated that the Police Department was doing its job. He stated that there had been disorderly conduct incidents and a psychiatric incident with a mental patient. In addition, there were a couple of personal items found, a parking violation, a medical incident, and a fight, but no major incidents.

Mr. Hutchison noted that previously the gate had been locked at night and questioned if this was still being done. In response, Chief Bernat indicated that he discovered that this was not being done as much as it had been in the past. It was his feeling that staff should continue to lock the gate and the Department would keep an eye on this. Chief Bernat stated that sometimes officers get overwhelmed, noting that they may be doing other things that have more precedence than shutting a park gate.

Based on the number of complaints received, Mr. Hutchison felt that locking the gate was not justified as long as patrols were increased and the cadets were being used in the area. Responding, Chief Bernat felt that this was a good point, noting that not locking the gate would allow officers to go in and make sure there was no one in violation, noting that there were large signs stating that the park is open from dawn to dusk.

Mr. Shelton asked if K-9 units were getting out of the vehicles or just driving through the areas. In response, Chief Bernat stated that, as a former K-9 officer, he would get out of his vehicle in the parks because it was a good time for his dog to relieve itself in the wooded areas. He also noted that this allowed people present to see that the officer would actually get out of the vehicle and if they were doing anything seedy, they would not want to stay around. Chief Bernat stated that he would reiterate this to the K-9 officers.

Referring to the excerpt of the minutes of the Parks, Recreation, and Community Enhancement Committee meeting of June 8, 2015, Mr. Hosfelt noted that there had been questions about grants for police patrols. Mr. Hosfelt questioned if extra-duty hours were being used for patrols or if they were based on the regular schedule. Responding, Chief Bernat stated that currently all foot patrol grants were based upon violent crime, and staff was not really seeing violent crime in that area.

Mr. Anderson questioned if Department of Justice and Homeland Security grants were being looked at as part of the City's camera footprint. In response, Chief Bernat stated that camera efforts were now being concentrated in the downtown area. He noted that there were currently 71 cameras downtown, and an additional 14 had been requested through an open grant, which would bring the total to 85. Chief Bernat stated that the Police Department had experienced great success with the cameras, noting that two (2) homicides had been solved with them. He stated that he would love to put cameras in other areas, and he would also like to have foot patrols in the downtown area. He indicated that there were more pressing matters; however, it was his goal to make these things happen eventually.

Concerns of Owens Manor Residents

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that the City had received complaints from time to time from residents of Owens Manor and other Dover Housing Authority (DHA) properties. She noted that some complaints came through Senator Brian Bushweller's office, and that office was also following up with staff on those complaints. Mrs. Townshend explained that staff had a productive meeting with the DHA on July 23, 2015 and she felt there was good resolution, as reflected in the correspondence between herself and Ms. Ami Sebastian-Hauer, Executive Director, Dover Housing Authority.

Mrs. Townshend explained that DHA is the property manager for Owens Manor, which is owned by the Delaware Community Investment Corporation and Great Lakes Capital Fund. She noted that there are some issues with the ground settling, which are causing several areas of the building to separate. Mrs. Townshend stated that a structural report identified the issues, but the problem could not be fixed until geotechnical work was done in the Spring of 2015. She indicated that DHA was working with their consultants to obtain a design for what needed to be done to address the issue so they can make the necessary repairs. At the meeting, it was agreed that DHA would provide staff with a timeline on when these things were expected to occur. Mrs. Townshend stated that the issue was slow settlement and separation that needed to be corrected so that it does not get worse, rather than something that was expected to fall down. She expressed her opinion that the structural engineers would have made it known if there was an imminent danger. Mrs. Townshend indicated that a number of issues were brought forward, such as the condition of carpets and the sprinkler, which were noted in the City's inspection report, as well as issues that the City was not involved in, such as cable TV service. She advised members that most of the repairs had been made and the DHA was in the process of getting a quote on the carpets and scheduling that work, which should be done in the near future.

Mrs. Townshend stated that the bedbug issue was a tough situation. She explained that routine bedbug inspections and treatments are performed, and there are procedures involved, such as removal of the furniture and several treatments when needed. Mrs. Townshend stated that part of the challenge is that when furniture is placed near the dumpsters, other residents may see a nice new couch and take it in. She advised members that DHA is keenly aware of the bedbug issue and was working on treatment, but cooperation was needed from the residents in not bringing discarded items back in.

Mrs. Townshend informed members that complaints had been received about people being told they had to pay by money order. She explained that this was not a routine requirement, but money orders are required when the payer's check has bounced or if the individual was going to court. Mrs. Townshend stated other ways to work with residents were discussed, because DHA does not have a full-time site manager to make sure that rents are recorded when they are turned in.

Mrs. Townshend reiterated that the meeting had been productive, communication had remained open, and the repairs were being made.

In response to Mr. Hosfelt, Ms. Ami Sebastian-Hauer, Executive Director, Dover Housing Authority, 76 Stevenson Drive, stated that Ms. Townshend had summarized everything and she had no additional comments or concerns.

Mr. Sudler stated that, as a landlord, he had dealt with bedbugs and they are a problem. He questioned whether DHA had thought about trying to isolate affected items by immediately getting rid of or bagging them. Responding, Ms. Sebastian-Hauer stated that their bedbug procedure had expanded and in the last couple of weeks they had inspected every single unit at Owens Manor and Queen Manor. A maintenance person had been assigned to the exterminator and the day before an inspection, they go in and help tenants prepare by bagging up all of their bedding and clothing and helping to move mattresses, pictures, etc. She explained that tenants are asked to cooperate and to discard their personal items and, although some items are sentimental and tenants do not want to get rid of them, staff just explains to them about the bedbug issue.

Referring to the bedbug issue, Mr. Keller asked if there had been incidences of residents being bitten or having to seek medical help. Responding, Ms. Sebastian-Hauer stated that this had unfortunately occurred, noting that staff has found out about the bedbugs after this happens. She advised members that DHA found a number of units that were infested that had not been reported to them. Ms. Sebastian-Hauer reiterated that tenant cooperation is very important, and tenants are asked to report bedbugs to management; however, if they do not and it gets to the point where they have to dispose of all of their items and they have been bitten, DHA will step in, call their emergency contact, and have client services come in. She indicated that tenants' failure to come forward regarding the issue is a problem.

Responding to Mr. Hutchison, Ms. Sebastian-Hauer stated that Owens Manor has 60 units. She explained that every single unit was inspected in one (1) day and a list was maintained of those units that were infested and those that were not. Infested units received immediate treatment that same day and were placed on a three (3) treatment cycle. She stated her belief that the next treatment was scheduled for Thursday, August 27, 2015.

Mr. Hutchison questioned if this was the recommended approach, suggesting that one would think that everything would have to be treated, infested or not. Responding, Ms. Sebastian-Hauer stated that the infested unit and the two (1) adjacent units are treated. She noted that the problem was bad on the fourth floor and bedbugs were seen in the hallways. At that point, the entire end of the fourth floor was treated, and people came in and helped to vacuum and perform the second half of the treatment.

In response to Mr. Keller as to whether the Board of Health had addressed this situation, Ms. Sebastian-Hauer stated that they had not.

Responding to Mr. Sudler regarding whether money order payments are required only for residents who had been delinquent, Mrs. Sebastian-Hauer stated that DHA does not accept cash but will accept personal checks and money orders. Money orders are required if the tenant has had a check bounce or if their case has been filed in court and they want their case dismissed.

Mr. Shelton inquired if it was possible to destroy furniture that is put outside rather than having tenants bring it back in. In response, Ms. Sebastian-Hauer stated that this was being done now, and all tenants had been asked to schedule an inspection with staff before bringing things into the buildings. In response to how this was enforced, she stated that DHA had a list of all units that are bedbug free, and if one (1) of those units ends up with bedbugs, it would then be known that the tenant brought something in.

Mr. Keller asked if furniture placed outside was subject to the elements, such as rain, and Mrs. Sebastian-Hauer stated that it was and that these items are set out for trash pickup.

Mr. Anderson noted that other concerns had been expressed, such as a lack of railings in the building, and requested an update on the progress. Responding, Ms. Sebastian-Hauer stated that any major work undertaken at Owens Manor must have approval from Delaware State Housing Authority (DSHA) and the limited partner, who are the 99% owners of Owens Manor. She noted that DHA was obtaining cost estimates, which they will submit to DSHA and Delaware Community Investment Corporation and Great Lakes Capital Fund.

Mr. Anderson stated that there had been complaints about the system for visitor parking and inquired if there was a way to address this. Mrs. Sebastian-Hauer stated that there was very limited parking at Owens Manor and Queen Manor, noting that when they were built, a request was submitted to the City for a waiver on the number of parking spaces. She advised members that, at the request of the residents of both Owens Manor and Queen Manor, a parking tag policy was implemented. Those who had cars were able to obtain a parking tag that allowed them to park in the parking lot. Mrs. Sebastian-Hauer explained that reasonable accommodations were made for a couple of the tenants and reserved parking was provided for the nurse's aides and Meals on Wheels providers. For the convenience of tenants, other visitors have to park on the street and Ms. Sebastian-Hauer felt that there was probably nothing else that could be done in this regard.

Mr. Anderson questioned if security cameras would be placed back at Owens Manor. Responding, Ms. Sebastian-Hauer indicated that new cameras had been purchased and would be installed.

Ms. Sebastian-Hauer advised members that DHA was trying to make progress, and Mr. Anderson stated that it sounded like real progress was being made.

In response to Mr. Keller, Ms. Sebastian-Hauer stated that one (1) parking space is allotted per apartment and a number of tenants do not have cars.

In response to Mr. Sudler regarding the definition of the geotechnical work referenced previously, Mrs. Townshend explained that a number of soil borings were done to determine the compaction and strength of the soil where the building was placed so that planning can be done for the repairs needed to fix the settlement issue. She indicated that this would involve digging into the ground to see what the soil horizon is.

Mr. Sudler asked if material would be placed to keep the soil from shifting. Responding, Mrs. Townshend stated that the study had been done, which provided soil borings to look at the cross-sections of what is under the ground. The next phase would be to design the repairs, noting that repairs would be extensive and involve jacking up the building.

In response to Mr. Sudler regarding where they were in the geotechnical process, Mrs. Sebastian-Hauer stated that they were working with the structural engineer. Mrs. Townshend and Ms. Sebastian-Hauer were unsure which engineer was assisting.

Responding to Mr. Sudler, Mrs. Townshend explained that the sprinkler issue mentioned previously was not for the sprinkler system but related to repairs needed in the sprinkler room, since there had been a leak that resulted in some rotted wood which needed repair. She stated that those repairs had been made.

In response to Mr. Keller regarding the cost of the geotechnical work, Mrs. Townshend advised members that this was being handled by the DHA and the ownership partners, who would also make decisions regarding what to do with it.

Overview of Dover Police Department Policy Regarding Contact, Arrest, or Detainment of Undocumented or Illegal Aliens

Chairman Hosfelt stated that he had asked that this item be placed on the agenda, due to recent national attention regarding a horrific homicide in San Francisco, California, allegedly committed by an undocumented immigrant. Mr. Hosfelt wanted to make sure that the public had knowledge of where the Dover Police Department and the City of Dover stood in regard to this issue.

Police Chief Paul Bernat stated that Dover Police Department Procedural Notice 4.1.1 - Foreign Nationals, Diplomats and U.S. Immunity provides guidelines related to illegal aliens. He reviewed Section II - Guidelines, Illegal Aliens, explaining that the Dover Police Department contacts U.S. Immigration and Custom Enforcement (ICE) for three (3) reasons: 1) if the alien is a re-entry; 2) if the alien is in possession of a fraudulent Green Card, Social Security number, or Social Security card; and 3) if an legal or illegal alien is arrested for a felony crime.

Chief Bernat stated that Section III - Procedure outlines the procedure for these situations, noting that ICE will not respond directly to the Department unless circumstances are extremely unusual, but will provide guidance and advice. If circumstances fit the proper criteria, ICE will do the follow-up work as soon as possible. Chief Bernat stated that any problems or questions that arise would be directed to the Department of Immigration, and the City liaison is the Criminal Investigation (CI) sergeant.

Chief Bernat advised members that Dover is not a sanctuary city; however, Baltimore, Philadelphia, Jersey City, and New York City are sanctuary cities in this area. He explained that there are 31 sanctuary cities in the United States, including San Francisco. Illegal aliens are safe and will not be deported in sanctuary cities. Chief Bernat indicated that the Dover Police Department will do anything they can to have an individual deported if they find they are illegal.

Mr. Hosfelt stated that the individual in San Francisco was a seven (7) time convicted felon who had been deported five (5) times. He questioned if this individual came into the custody of the Dover Police Department and ICE issued a detainer or wanted this individual when released from the Department's custody, whether the individual would be released or turned over to ICE. Responding, Chief Bernat indicated that the individual would be turned over to ICE or placed in the Department of Corrections (DOC) until ICE could pick the individual up. He stated that the Dover Police Department would do everything they could legally within their bounds, reiterating that Dover is not a sanctuary city.

Mr. Sudler questioned how many illegal immigrants had been deported or transferred to ICE within the last three (3) years. In response, Chief Bernat indicated that he had checked with the Delaware Criminal Justice Information System (DELJIS) and they were unable to provide this information. He also checked with ICE and the individual responsible for this information was on bereavement leave. Chief Bernat advised members that he was in his 27th year of service and could not remember that the Department had deported anyone, although he was sure that it had happened.

Mr. Sudler requested that this information be submitted to the Committee once it is obtained.

Mr. Anderson thanked Mr. Hosfelt for the related groundwork that was done during his service as Chief of Police, for continuing to assist Chief Bernat, and for covering this issue. He reminded members that the Dover community had suffered a loss in 2007 when some Delaware State University students were killed in Jersey City, which is a sanctuary city, by someone who had been convicted of violent crimes, should have been deported, and had been in the country approximately three (3) times. Mr. Anderson stated the importance of those in the community cooperating with federal law enforcement in this area, as they do with the FBI and other organizations, and in tracking crimes.

Mr. Anderson stated his understanding that the discussion was not about going after particular groups of people but applying existing procedures to everyone and using all resources available to check all federal records. Chief Bernat agreed and indicated that an inability to speak English would be one (1) clue and would be a reason to ask for a Green Card and paperwork.

Mr. Anderson noted that any individual would be asked to produce an ID, and an illegal individual may not be able to produce one. Chief Bernat explained that there would have to be a reason for the police to stop or encounter the individual and officers do not go looking for illegal aliens.

Mr. Anderson questioned the City's position on Senate Bill (SB) 59, sponsored by Senator Bryan Townsend, which could potentially make Delaware a sanctuary state, and whether Chief Bernat saw this as an infringement on local federal law enforcement. Responding, Chief Bernat indicated that if he were asked, he would say that he was not interested in being a sanctuary city.

Debriefing/Post-Mortem on Firefly Music Festival *(Presentations by the Department of Planning and Inspections and the Dover Police Department and Summary of Discussion with Representatives from Persimmon Park Place, Wild Meadows, and Residents on Persimmon Tree Lane)*

Police Chief Paul Bernat reviewed a presentation entitled "Special Preparation Instructions & Debriefing/Post-Mortem on Firefly Music Festival" dated August 24, 2015. He advised members that the Firefly Music Festival was held June 18-21, 2015 at Dover International Speedway and was very successful, with over 78 bands performing and close to 90,000 attendees. Chief Bernat reviewed the Dover Police Mission Statement During Firefly and the Dover Police Objectives During Firefly.

Chief Bernat felt that bringing fans into the event went much better than in the past, noting that breaking the festival up over four (4) days instead of three (3) helped tremendously. He explained that monthly meetings were held through the entire year with Dover International Speedway Security in regard to the Firefly Music Festival, Big Barrel Country Music Festival, and two (2) NASCAR races, including one (1) that is always held during the first weekend in June and another to be held in October. Chief Bernat advised members that officers are given strict instructions to operate within the National Incident Management System (NIMS) and operations are NIMS compliant. In reviewing the map of the Woodlands at Dover Downs, Chief Bernat explained that the two (2) main stages, one (1) at the very top of the map and one (1) just to the right of that stage, were in the jurisdiction of the Delaware State Police, and the Dover Police Department assisted them in that area. He indicated that there were several additional stages in the area at the bottom of the map that were in the City's jurisdiction.

Chief Bernat reviewed the Grid Map, explaining that Districts 1 and 2 were in the City's jurisdiction and part of District 2 and all of District 3 were managed by the Delaware State Police. He indicated that during the load-in on Wednesday, June 17, 2015, there was a large number of campers, mostly tents. Chief Bernat noted that Lot 18, off Persimmon Tree Lane, was in the Delaware State Police's jurisdiction. He advised members that there was severe weather on Saturday, the third day of the event, and there was an evacuation that went very smoothly, considering the amount of people. Sunday was the final day of the festival and crowds were huge.

Chief Bernat estimated that 16 police agencies were involved that had the same basic mission: to manage the people, traffic, and safety aspects. He emphasized that an extra 90,000 to 95,000 people could not come to the City with the aid of only the Dover Police Department's authorized strength of 101 officers and true strength of 92, counting the five (5) recruits that just came out of the Delaware State Police Academy.

Chief Bernat reviewed the Calls for Service, including 64 total complaints, six (6) arrests, and 29 charges. He explained that there were three (3) Megan's Law Notifications involving three (3) workers who were sex offenders who are required to register when they come into a town, and the officers made sure that all of the appropriate steps were taken.

Chief Bernat stated that a total of 3,378 extra duty man hours were used. He noted that there were several items to be addressed for improvement for the 2016 Firefly Festival; however, from a public safety standpoint and considering the size of the event, the 2015 Firefly Music Festival did not have any major issues.

Chief Bernat advised members that the Big Barrel Country Music Festival was also a success. He noted that this Festival only used the two (2) stages which are in the jurisdiction of the Delaware State Police, so the Dover Police Department had minimal responsibility with regard to security, but had a lot of extra duty for traffic and things of that nature. Chief Bernat reminded members that officers worked a three (3) day weekend for the NASCAR race, immediately followed by a four (4) day weekend for Firefly, and the Big Barrel event was held the next weekend. Officers were extremely busy during this time and were not allowed to take vacations, except for life events, such as having a baby, graduation, etc. Chief Bernat expressed pride in the Department, noting that officers did everything that they were supposed to do.

Chairman Hosfelt stated, for the record, that he is employed full time as the security manager for Dover International Speedway; therefore, he could speak to this subject with some knowledge. He expressed appreciation for Chief Bernat's report, indicating that it was very well done. He stated that on Saturday night of the Firefly Festival, when the evacuation was done, there had been over 10 inches of rain in a 19-day span, and things were not looking very good, with storms coming across the bay. He indicated that Mr. Clement, Dover International Speedway staff meteorologist, and Red Frog Events, the promoter, made the decision to evacuate. With the help of the Dover Police Department, Delaware State Police, the Delaware Department of Transportation (DelDOT), Dover International Speedway security, and everyone else working in conjunction, about 70,000 to 75,000 individuals were evacuated in less than an hour. Mr. Hosfelt attributed this to the planning that is done on a monthly basis, noting that meetings had begun to plan for next year less than 1½ - two (2) weeks after the festival, and this is a constant planning process. Reiterating that District 3 had been in the jurisdiction of the Delaware State Police, Mr. Hosfelt stated that annexation of that land into the City was being looked at and anticipated that this would happen at some point this year. He expressed his belief that when these festivals come next year, that entire responsibility will be that of the Dover Police Department, with the help of Delmar, Seaford, Cheswold, and Clayton, who he stated were all amazing and had done a great job.

Mr. Hutchison expressed pride in the Dover police and all the agencies that worked with them, as well as Dover International Speedway. He felt that others have no idea of the amount of energy that goes into this throughout the whole year to be able to make this happen. Mr. Hutchison felt that there was no other event in the State of Delaware that brings in this number of people, noting that it required training, planning, years of hard work, and reevaluating what is done each year. He stated that this was a great event and the City, Kent County, and the State all benefit from it.

Mr. Keller echoed Mr. Hutchison's comments, noting that he had spoken to a lot of the residents in the area and there were hardly any complaints. He conveyed kudos to all, stating that they had done a remarkable job.

Mr. Sudler inquired how many officers it took to secure the event as a whole. Responding, Chief Bernat stated that this number varied by day and time of day.

Mr. Hosfelt stated that on any given day, approximately 750 to 800 security officers are employed at the location and about 250 law enforcement personnel, noting that this would not include Emergency Medical Services (EMS) and firefighters.

Mr. Hosfelt informed members that he and Councilman Neil had hosted a discussion with representatives from Persimmon Park Place and Wild Meadows and residents on Persimmon Tree Lane regarding their concerns about the festivals. Mr. Hosfelt stated that those concerns were addressed and had been forwarded to Red Frog Events for discussion.

Prioritization of City of Dover State Capital Transportation Program (CTP) Projects

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that each year City Council develops a list of transportation priorities and shares these priorities with the Secretary of Transportation for consideration as the Delaware Department of Transportation (DelDOT) develops the State's Capital Transportation Plan (CTP), and this list is also shared with the City's legislative delegation. She indicated that in the past staff had looked at additional needs and projects; however, during the past few years, due to limited funding, the City's approach was to review the ranking of the previously prioritized projects. Mrs. Townshend stated that the current priority list was developed by herself; Mr. Scott Koenig, City Manager; Mrs. Sharon Duca, Public Works Manager; and Mr. Bill Neaton, Economic Development Manager. She explained that they reviewed the priorities approved by City Council in September 2014, and recommended the following priority ranking for the coming year:

1. Construction of Sidewalks within the Walk Zone of the New Dover High School - Now that the Dover High School has been operational for a full school year, the critical sidewalk gaps that were identified in the Dover High Pedestrian Study performed by the Dover/Kent County Metropolitan Planning Organization (MPO) continue to be a high priority. The critical gaps that are of highest priority to the City and most critical in providing safe access to the school are Mifflin Road and the south side of Route 8 west of Mifflin Road.

Mrs. Townshend explained that students are routinely seen walking on the shoulder and in the turn lane of Route 8, especially on the south side, between Dover High School and Mifflin Road, as well as in these areas on Mifflin Road. While there was currently no funding in place for this project, she indicated that the City believed that this was a safety issue that must be addressed. Mrs. Townshend advised members

that students can be seen walking in these areas during the week before and after school, and since students are leaving later due to fall sports, a lot of them are walking at dusk when the setting sun is a real concern.

Mrs. Townshend advised members that she, along with DelDOT staff, the Metropolitan Planning Organization (MPO), and staff from the Federal Highway Administration (FHA), did a bicycle and pedestrian assessment of Route 8 from Route 13 to the City limit, and all of those who were part of that assessment had significant concerns about this area. Mrs. Townshend felt it very important to continue to impress on DelDOT not to wait until a child is hit to deal with this problem. She stated the need to be very aware and continue to advocate with State legislators and to have the Capital School District and DelDOT join with the City on this issue. Mrs. Townshend noted that she observed five (5) students walking in the shoulder in the short period of time that she was driving west while taking her son to school earlier in the day, and that there are many more students there in the afternoon. Reiterating that there was no funding for the project, Mrs. Townshend stated that sometimes money just has to be found, and she felt that this was one (1) of those times.

2. Kenton Road Corridor Upgrades - Upgrading Kenton Road, including the addition of sidewalks along the road, continues to be a priority for the City. This project is currently in the CTP.

Mrs. Townshend explained that upgrades to the Kenton Road corridor had become more important since there was more activity in the area resulting from the new Dover High School and since the YMCA purchased the Kent Swim Club. She indicated that a study had been done of this area several years ago. Mrs. Townshend stated that the design and ultimate construction of the project was in the current CTP and would be a five (5) year process involving the travel surface as well as shoulders and sidewalks. She noted that in recent years some projects had been dropped from the CTP and she felt the City should keep an eye on this project.

3. Loockerman Street/Forest Street Improvements - This project has been a priority for the City to help spur redevelopment and improved traffic flow on the west side of Dover. It was initially identified in the West Side Redevelopment study performed in 2001. This project is currently funded in the CTP. With the Downtown Development District Program, the implementation of this project is a priority for the City.

Mrs. Townshend stated that these improvements related to a spot where there were five (5) points in an intersection and expressed the need to make sure this project stays in the CTP.

4. Garrison Oak Connector Road - Due to the increased activity and interest in the Garrison Oak Technical Park, the planning and construction of this connection to Delaware Route 1 is increasingly important. This project is not currently in the CTP.

Mrs. Townshend reminded members that the City had made an investment in the infrastructure within the Garrison Oak Technical Park and stated the need to continue to reiterate to DelDOT the importance of this road as the connection from the Garrison Oak Technical Park to Route 1, since there will not be a White Oak Road interchange. She noted that this service road would extend from Garrison Oak along Route 1 and down to the Route 8 interchange.

5. College Road Corridor Upgrades - This project is intended to upgrade College Road to include sidewalks and other road improvements. This project is not currently in the CTP.

Mrs. Townshend stated that the MPO had done a pedestrian study for Delaware State University (DSU) that involved College Road, particularly the University Courtyard Apartments and the walking path. She noted that a number of improvements were needed for College Road; however, there was no current funding for it, and staff felt it important to rank highly those projects that have funding to ensure that funding stays intact. Mrs. Townshend stated that this project was a real priority and College Road needed the investment.

6. Route 8/Hazlettville Road Connector - This is planned to be a north/south access road that was identified in the Delaware 8 Concept Plan and Operations Study. With the construction of the new Dover High School, the construction of this connection is important to providing access to the school without causing additional burden on other roads in the area. This project is not currently in the CTP.

Mrs. Townshend explained that this road would extend from Dover High Drive through the Papen Farm along the west side of the Village of Cannon Mill to Hazlettville Road, so that all of the traffic from the south would not be going through Artis Drive and Mifflin Road, which already have traffic issues. Part of the need was also related to an interconnection point between Dover High Drive and Cannon Mill, which had not opened yet so cut-through traffic could not currently be evaluated. Mrs. Townshend advised members that, surprisingly, school traffic had not been as bad as anticipated. She felt that this project should be monitored, noting that from a long-term perspective the connection would be needed, but it was not as high of a priority as items 1 through 5 on the list. Mrs. Townshend stated that this item had higher priority in prior years.

7. Crawford Carroll Avenue Extension - The extension of Crawford Carroll Avenue south toward the DSU campus becomes a more critical priority with DSU's lease of the Sheraton Hotel property. The extension of Crawford Carroll Avenue will help avoid use of US Route 13 for local trips between the Sheraton property and the DSU campus. This project is included in the CTP.

Mrs. Townshend explained that in order to get from the former Sheraton Hotel to the DSU campus proper, it is necessary to go out on Route 13. With legislative support, sidewalks were installed so there was a safe way to walk, but there was still a need for a non-Route 13 connection. Mrs. Townshend noted that if DSU were to move forward with building a convocation center, it was possible that they may need to build this road; therefore, it may not end up being a State-paid road.

8. Kings Highway/Route 13 Intersection Improvements - The intersection of Kings Highway, US Route 13, and White Oak Road needs improvement to meet an acceptable level of service standard. The current condition of the intersection hinders redevelopment of properties in this vicinity. This project is not in the CTP.

Mrs. Townshend explained that this intersection, near Dunkin' Donuts, had problems with its geometry and was failing. She noted that the ranking for this project had dropped down a bit on the list, primarily because the City was in the process of a Transportation Improvement District (TID) study and modeling was currently underway for that. Mrs. Townshend stated that all improvements necessary along the Route 13 and Bay Road corridor would be covered under the TID study. This would not guarantee funding but, according to State law, once that study is complete and the TID agreement is signed, a fee would be collected and those road improvements would need to have a different priority in the State's CTP.

9. US Route 13 Service Road Corridor - The construction of service roads along US Route 13 is a project that will help to alleviate congestion on Route 13. This project is not in the CTP.

Mrs. Townshend stated that this is an off-road system, mainly behind the Dover International Speedway and Dover Mall, that would take traffic off Route 13 and relieve some of the pressure points in this area. She indicated that this would be looked at as part of the modeling that was in progress for the TID.

10. US Route 13 Sidewalk Construction - Construction of sidewalks along US 13 continues to be a priority. This project is not in the CTP. Construction of sidewalks is required when properties develop.

Mrs. Townshend advised members that construction of sidewalks on Route 13 would also be addressed through the TID. She indicated that at this point there were very few sidewalk gaps on Route 13 and things seemed to be resolving themselves in this regard through the development process. She noted that there were still a few key pieces, stating that it would be great if DelDOT could come up with funds for this.

Mrs. Townshend advised members that, in addition to these projects, the City was also in support of implementation of the Bicycle and Pedestrian Plans developed by the MPO and approved by City Council in 2015. She expressed appreciation for the construction of Capital City Trail segments by DelDOT and the active participation on the part of DelDOT in the City's efforts to make Dover more bicycle and pedestrian friendly.

Mr. Sudler asked if financial assistance had been sought from 31st District Representative Sean Lynn or 17th District Senator Brian Bushweller. Responding, Mrs. Townshend indicated that community transportation fund dollars typically do not go toward projects in the CTP, since CTP projects are larger than that pool of money could cover. She noted that staff had reached out to the legislators in regard to advocating for Dover to get some of these projects into the CTP. Mrs. Townshend explained that, on the technical side, staff participates in the MPO, attends the DelDOT CTP hearing, communicates with DelDOT, and also makes sure that the City's legislators know what the needs are.

Mayor Christiansen advised members that he and Kent County Levy Court Vice President Brad Eaby sit on the MPO and champion projects that would be beneficial to the City of Dover. He indicated that Levy Court Commissioner At-Large Terry Pepper also seemed to support the City. Mayor Christiansen stated his opinion that the City is well represented on the MPO.

Mr. Hutchison moved to recommend approval of the priority ranking for the coming year, as recommended by staff. The motion was seconded by Mr. Keller and unanimously carried.

Mr. Hutchison moved for adjournment, seconded by Mr. Sudler and unanimously carried.

Meeting adjourned at 5:06 p.m.

James E. Hosfelt, Jr.
Chairman

JEH/TM/js/dd
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