REGULAR COUNCIL MEETING
AGENDA

JUNE 8, 2015 - 7:30 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

REVISED TO INCLUDE NEW ITEM NO. 9 - SETTING OF ELECTRIC RATES AND TARIFFS

OPEN FORUM - 15 MINUTES PRIOR TO OFFICIAL MEETING (7:15 P.M.)

THE "OPEN FORUM" SEGMENT IS PROVIDED TO EXTEND THE OPPORTUNITY TO THE GENERAL PUBLIC TO SHARE THEIR QUESTIONS, THOUGHTS, COMMENTS, CONCERNS, AND COMPLAINTS. DISCUSSION OF ANY ITEM APPEARING ON THE AGENDA AS A PUBLIC HEARING IS PROHIBITED DURING THE OPEN FORUM AS AN OPPORTUNITY WILL BE PROVIDED DURING CONSIDERATION OF THAT ITEM. CITIZEN COMMENTS ARE LIMITED TO THREE (3) MINUTES. COUNCIL IS PROHIBITED FROM TAKING ACTION SINCE THEY ARE NOT IN OFFICIAL SESSION; HOWEVER, THEY MAY SCHEDULE SUCH ITEMS AS REGULAR AGENDA ITEMS AND ACT UPON THEM IN THE FUTURE.

INVOCATION BY CHAPLAIN WALLACE DIXON

PLEDGE OF ALLEGIANCE LED BY COUNCILMAN HUTCHISON

AGENDA ADDITIONS/DELETIONS

* **CONSENT AGENDA**

THOSE ITEMS ON THE COUNCIL AGENDA WHICH ARE CONSIDERED ROUTINE AND NON-CONTROVERSIAL SHALL BE MARKED WITH AN ASTERISK (*) AND WILL BE ACTED UPON BY A SINGLE ROLL CALL VOTE OF THE COUNCIL. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A MEMBER OF COUNCIL SO REQUESTS, IN WHICH EVENT THE MATTER SHALL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED A SEPARATE ITEM.

* 1. **ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF MAY 26, 2015**

2. **CERTIFICATE OF RECOGNITION - DR. WILLIAM N. JOHNSTON AND MRS. SUSAN S. JOHNSTON**

3. **PROCLAMATION - FLAG DAY AND FLAG WEEK**

4. **PROPOSED RESOLUTIONS**
   - A. **NO. 2015-10 - PROPOSING INCLUSION OF MAPLE GLEN INTO THE KENT COUNTY STORM WATER MAINTENANCE DISTRICT**
   - B. **NO. 2015-11 - PROPOSING INCLUSION OF FOX HALL WEST ADDITION INTO THE KENT COUNTY STORM WATER MAINTENANCE DISTRICT**
   - C. **NO. 2015-12 - PROPOSING VACATING AND ABANDONING HARMONY LANE**

5. PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2015-02 - REZONING REQUEST FOR PROPERTY LOCATED AT 801 NORTH STATE STREET

THE FIRST READING OF THE PROPOSED ORDINANCE WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF FEBRUARY 9, 2015. ON FEBRUARY 17, 2015 THE PLANNING COMMISSION DEFERRED THE PUBLIC HEARING AND ACTION ON THIS ITEM PENDING CITY COUNCIL'S DECISION ON ORDINANCE #2015-01. ON APRIL 13, 2015, A PUBLIC HEARING WAS SCHEDULED FOR THIS TIME AND PLACE. COPIES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS.

A. #2015-02 - REZONING REQUEST FOR PROPERTY LOCATED AT 801 NORTH STATE STREET, OWNED BY 801 GOLD COAST, LLC (LUTHER D. SHANK III). THE PROPERTY IS CURRENTLY ZONED RG-3 (GROUP HOUSING ZONE) AND THE PROPOSED ZONING IS C-2A (LIMITED CENTRAL COMMERCIAL ZONE).

(TAX PARCEL: ED-05-068.09-01-13.00-000; PLANNING REFERENCE Z-15-01; 3RD COUNCIL DISTRICT)

(PLANNING COMMISSION RECOMMENDED APPROVAL OF THE REZONING REQUEST)

6. PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2015-08 - REZONING REQUEST FOR PROPERTIES LOCATED AT 605, 625, 635, 645, AND 655 BAY ROAD AND 400 HASLET STREET

THE FIRST READING OF THE PROPOSED ORDINANCE WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF APRIL 27, 2015. COPIES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS.

A. #2015-08 - REZONING REQUEST FOR PROPERTIES LOCATED AT 605, 625, 635, 645, AND 655 BAY ROAD AND 400 HASLET STREET, OWNED BY BLUE HEN CC, LLC, READ STREET, LLC, AND BLUE HEN APT, LLC. THE CURRENT AND PROPOSED ZONES ARE AS FOLLOWS:

ADDRESS	CURRENT AND PROPOSED ZONES
605 BAY ROAD	**CURRENTLY ZONED:** RM-2 (MEDIUM DENSITY RESIDENCE) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER) AND RG-2 (GENERAL RESIDENCE) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE)
625, 635, 645 BAY ROAD	**CURRENTLY ZONED:** SC-3 (REGIONAL SHOPPING CENTER) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER)
655 BAY ROAD (12.82 AND 23.16 AC)	**CURRENTLY ZONED:** SC-3 (REGIONAL SHOPPING CENTER) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER) AND RG-2 (GENERAL RESIDENCE)
655 BAY ROAD (0.93 AC)	**CURRENTLY ZONED:** SC-3 (REGIONAL SHOPPING CENTER) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER)
655 BAY ROAD (13.21 AC)	**CURRENTLY ZONED:** SC-3 (REGIONAL SHOPPING CENTER) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER) AND RG-2 (GENERAL RESIDENCE) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE)

6. PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2015-08 - REZONING REQUEST FOR PROPERTIES LOCATED AT 605, 625, 635, 645, AND 655 BAY ROAD AND 400 HASLET STREET (CONTINUED)

A. #2015-08 - REZONING REQUEST FOR PROPERTIES LOCATED AT 605, 625, 635, 645, AND 655 BAY ROAD AND 400 HASLET STREET, OWNED BY BLUE HEN CC, LLC, READ STREET, LLC, AND BLUE HEN APT, LLC. THE CURRENT AND PROPOSED ZONES ARE AS FOLLOWS:

ADDRESS	CURRENT AND PROPOSED ZONES
655 BAY ROAD (3.09 AC)	**CURRENTLY ZONED:** SC-3 (REGIONAL SHOPPING CENTER) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE) **PROPOSED ZONE:** SC-2 (COMMUNITY SHOPPING CENTER) SUBJECT TO SWPOZ (SOURCE WATER PROTECTION OVERLAY ZONE)
400 HASLET STREET	**CURRENTLY ZONED:** RM-2 (MEDIUM DENSITY RESIDENCE) **PROPOSED ZONE:** RG-2 (GENERAL RESIDENCE)

(Tax Parcels: ED-05-077.00-01-19.00-000; ED-05-077.00-01-19.02-000; ED-05-077.00-01-19.03-000; ED-05-077.00-01-19.04-000; ED-05-077.00-01-19.05-000; ED-05-077.00-01-19.06-000; ED-05-077.00-01-19.07-000; ED-05-077.00-01-19.08-000; ED-05-077.00-01-19.09-000; ED-05-077.00-01-01.00-000; Second Council District; Planning Reference: Z-15-02)

(PLANNING COMMISSION RECOMMENDED APPROVAL OF THE REZONING REQUEST)

7. REQUEST FOR EXTENSION - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE - PROPERTY LOCATED AT 742 SLAUGHTER STREET, OWNED BY JOE BURDEN, JR.

8. PUBLIC HEARING - ELECTRIC REVENUE FUND BUDGET

9. SETTING OF ELECTRIC RATES AND TARIFFS

(STAFF RECOMMENDS APPROVAL OF THE PROPOSED ELECTRIC RATES AND TARIFFS)

10. PRESENTATION - PLANNING AND COMMUNITY DEVELOPMENT ANNUAL REPORT

* **11. MONTHLY REPORTS - APRIL 2015**

- **A. CITY ASSESSOR'S REPORT**
- **B. CITY MANAGER'S REPORT**
- **C. CITY PLANNER'S REPORT**
- **D. CONTROLLER/TREASURER'S BUDGET REPORT**
- **E. ECONOMIC DEVELOPMENT OFFICE REPORT**
- **F. FIRE CHIEF'S REPORT** *(MARCH AND APRIL)*
- **G. POLICE CHIEF'S REPORT**

* **12. COMMITTEE APPOINTMENTS (DEFERRED DURING THE MEETING OF MAY 26, 2015)**

- **A. PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE**
  - **A-1. M. MILFORD CALDWELL, JR.** (APPOINTED BY COUNCIL PRESIDENT)
  - **A-2. ANN BAKER HORSEY** (APPOINTED BY CHAIRPERSON)
- **B. UTILITY COMMITTEE - SCOTT W. COLE** (APPOINTED BY COUNCIL PRESIDENT)

* **13. REAPPOINTMENT - RECOMMENDED BY MAYOR CHRISTIANSEN**

A. DOVER PUBLIC LIBRARY ADVISORY COMMISSION - LOIS J. DUNNING - FIVE (5) YEAR TERM TO EXPIRE JUNE 16, 2020

14. FIRST READING - PROPOSED ORDINANCES

THE FIRST READING IS OFFERED ON THE FOLLOWING PROPOSED ORDINANCES. FINAL ACTION BY COUNCIL WILL TAKE PLACE DURING THE SECOND READING OF THE ORDINANCES ON JUNE 22, 2015. COPIES OF ALL PROPOSED ORDINANCES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS OR CAN BE OBTAINED FROM THE CITY CLERK'S OFFICE.

A. #2015-10 - NOTIFICATION OF TAX RATE INCREASE OVER THE ROLLED BACK TAX RATE [REQUIRED IN ACCORDANCE WITH 22 DELAWARE CODE SECTION 1105(B)]

B. #2015-11 - FISCAL YEAR 2015/2016 CITY OF DOVER BUDGET ORDINANCES

15. FINAL READING - PROPOSED ORDINANCE #2015-09, WITH STAFF AMENDMENT #1 (SA#1)

THE FIRST READING OF THE PROPOSED ORDINANCE WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF MAY 26, 2015. COPIES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS.

A. #2015-09, WITH STAFF AMENDMENT #1 (SA#1), AMENDING CHAPTER 62 - LAW ENFORCEMENT, ARTICLE II - POLICE DEPARTMENT, CHAPTER 106 - TRAFFIC AND VEHICLES, ARTICLE III - STOPPING, STANDING AND PARKING, DIVISION 2 - METERED PARKING, AND APPENDIX F - FEES AND FINES

16. COUNCIL MEMBERS' ANNOUNCEMENTS

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REGULAR COUNCIL MEETING

The Regular Council Meeting was held on May 26, 2015 at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Council staff members present were Police Chief Bernat, Mrs. Mitchell, Mr. Koenig, Mrs. Townshend, Fire Chief Hall, City Solicitor Rodriguez, and Mrs. McDowell. Mayor Christiansen was also present (departed at 7:36 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. Austin Auen, 14 Vessel Court, Felton, Delaware, stated that he is the new chairperson for the newly reformed Youth Advisory Committee and shared his excitement to be working for the youth of the City to make things a little safer and more fun for them. He stated that he works hard at everything he does and will make sure that the job gets done and the youth in the City are heard.

In response to Mr. Hutchison, Mr. Auen stated that approximately eight (8) to 10 individuals were serving on the Committee.

Mr. Richard Smith, President, Delaware National Association for the Advancement of Colored People (NAACP), stated that he had come to ask Council, the Police Chief and the Mayor to consider cameras for police officers. He stated that Mayor Dennis Williams, City of Wilmington, would be obtaining more than 300 cameras for Wilmington police officers, Col. Nathaniel McQueen of the Delaware State Police would be obtaining over 400 cameras, and the New Castle County Police would be getting an additional 300 cameras. Mr. Smith felt that it was time for Dover to acknowledge that cameras were needed on its officers, stating that the public and police officers need to be safe and that cameras tell the truth. He indicated that they were also asking for special prosecutors in certain incidents involving law enforcement and the citizens of Dover. Mr. Smith felt that the Attorney General's office sometimes seems to be biased to the community and expressed the desire for a prosecutor who is independent, that no one can dictate to, and who can come up with the right answer. He stated that the police or the citizen may be wrong and the truth was wanted.

Mr. Smith expressed the desire for a good relationship between the City and the black community. Referring to a video of the arrest of Lateef Dickerson that was released by the Dover Police Department on May 7, 2015, Mr. Smith stated that this matter had put Dover in the spotlight, and this was being talked about in Detroit and New York, noting that he had received many phone calls related to this matter. He indicated that he and Mr. La Mar Gunn, President of the Central Delaware Branch of the NAACP, had been working to keep peace in Dover, and he felt it was time for the City to negotiate with them.

Mr. Smith stated that he would like to have the numbers on stop and frisk incidents for blacks, whites, Hispanics, women, etc. He expressed the need to know the truth about what was happening in Dover. Mr. Smith stated that there would be a protest in Dover on June 6, 2015 which would

unite everyone to look at Dover, Wilmington, Seaford, etc. He expressed his belief that Council was willing to make a change in Dover and that Dover is not a country town anymore but an urban city and should be treated this way. Mr. Smith stated that members should talk about how to find jobs for poor blacks and whites in the community and that there could not be one (1) set of laws for one (1) person and a different set for another. Mr. Smith stated that he would be looking for the Council President, Mayor, and City Council to call them to the table to talk about cameras and policies that would not favor one (1) thing and would protect both citizens and the police.

In response to Mr. Sudler's request to elaborate on the protest that was planned on June 6, 2015, Mr. Smith stated various groups, including the Nation of Islam Muslim Temple of Wilmington, would be uniting for a news conference, and these groups were coming together to say that the problem is not just in Dover but is in Wilmington, Laurel, Middletown, Seaford, etc. Mr. Smith felt that blacks' problems had been going on too long that they are hardworking people. He acknowledged that there are problems in the community, but with a black unemployment rate of 25%, or 18% beyond the national numbers, there is a problem. Mr. Smith stated that lack of the right education, kids being kicked out of school, and lack of re-entry programs for those coming back into the community cause a lot of problems. He stated the goal to call on black men to stand up and be men, speak, and take care of their children. Mr. Smith expressed the goal to go to the community and discuss issues such as black-on-black crime or police killing them and saying that it is an accident.

Dr. Joe Burden, Jr. advised members that he has been a citizen of the City Dover his entire life, with the exception of leaving periodically to teach in different states. He indicated that he was currently taking over the business of his father, Mr. Joe Burden, Sr., who was a long-term businessman who owned over 70 properties in the City.

Dr. Burden advised members that when his father passed away in October 2014, he was notified by the City that they would like to meet with him. He and Ms. Altoria Turnage, his property manager, met with Mayor Christiansen and City staff during the first week in November 2014; Mr. Scott Koenig, City Manager; Mrs. Ann Marie Townshend, Director of Planning and Community Development; Ms. Kay Sass, Public Information Officer, and Mr. Tim Taraila, Inspector III, were present, along with himself and his property manager. At this meeting, he was asked by Mr. Koenig what he planned to do with the properties that his father owned. Dr. Burden indicated that he was shocked to be asked this since he did not know that there was a protocol to call in a family when somebody passed away; however, he understood Mr. Koenig's perspective in wanting to understand what he planned to do with the properties because there were a number of them. Dr. Burden indicated that he explained that he was interested in renovating the properties to provide affordable quality houses for people in the downtown area or other areas who cannot who cannot afford homeownership. He stated that he was not against the Downtown Development District; however, he had a problem when people within the community are exploited for the advantage of the project, and when the corporate dollar is put over those who have been paying taxes for 30 years and have been homeowners in the City for 30 years.

Dr. Burden explained that a business plan was developed and initiated at the meeting with Mrs. Townshend and Mr. Koenig in regard to renovating the properties. A property on Kirkwood Street was to be the first project, with a timeline from November 2014 to February 2015, and the

next property was also on Kirkwood Street. It was indicated that the whole objective was to focus primarily on properties in the Downtown Dover Development District. Dr. Burden stated that he did not want to be a cause of people not wanting to invest in the City, he wanted to change the perception that people had about the Burden estate, and he thought that the whole goal was to make Dover a better place. Dr. Burden stated that they had agreed with the business plan and he informed the City that he would be paying taxes. He stated that 12 properties were reviewed at the meeting and he went along with each individual property. Dr. Burden stated that utilities and taxes were paid on these properties, electrical engineers inspected the properties, services were activated and all 12 properties were renovated, with only an inspection from the City remaining. He was paying taxes from November, December, and January. Dr. Burden stated that he then began receiving emails that were directed from Mrs. Townshend regarding properties the sale of properties.

Council President Slavin requested Mr. Burden to hold the balance of his comments for the public hearing later in the meeting.

AGENDA ADDITIONS/DELETIONS

Mr. Hutchison moved for approval of the agenda as presented, seconded by Mr. Sudler and unanimously carried.

Mr. Hare moved for approval of the Consent Agenda, seconded by Mr. Hutchison and carried by a unanimous roll call vote.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF MAY 4, 2015

The Minutes of the Special Council Meeting of May 4, 2015 were unanimously approved by motion of Mr. Hare, seconded by Mr. Hutchison and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF MAY 11, 2015

The Minutes of the Regular Council Meeting of May 11, 2015were unanimously approved by motion of Mr. Hare, seconded by Mr. Hutchison and bore the written approval of Mayor Christiansen.

PROCLAMATION - NEUROSCIENCE NURSES WEEK

The City Clerk read the following Proclamation into the record:

WHEREAS, neuroscience nurses are a vital and indispensable component in the safety and quality of care for patients with brain and nervous system disorders; and

WHEREAS, patients rely on the skills, knowledge and expertise of neuroscience nurses, who have a tradition of working toward patient safety and improving the quality of patient care. Some of their duties include monitoring neurological exams, administering medications, and speaking with providers on patients' progress; and

WHEREAS, neuroscience nurses work in diverse, challenging, and rewarding environments, such as hospitals, outpatient clinics and intensive rehabilitation units. Regardless of the setting in which they serve, all neuroscience nurses play a vital part in helping this delicate patient population; and

WHEREAS, their commitment is evident in that they have chosen a role that requires extra education and knowledge to provide the best possible care. More quality neuroscience nurses will be needed in the future to meet the increasingly complex needs of health care consumers in this community.

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim May 18th – 25th, 2015 as **NEUROSCIENCE NURSES WEEK** in the City of Dover and encourage all citizens to celebrate neuroscience nurses' accomplishments and show their appreciation, not just during this week but at every opportunity throughout the year.

On behalf of himself and the members of City Council, Mayor Christiansen presented the proclamation to Dr. James Mills, Chief of Neurosurgery, Bayhealth Medical Center. Dr. Mills expressed appreciation for recognizing the important work that neuroscience nurses do at Bayhealth Medical Center and all of the other organizations within the community. He noted that those who have suffered neurologic conditions and their family members know that it requires an entire community to assist them and thanked Council, the Mayor, and everyone in the City of Dover for the support that they had given to patients over the past few years.

WAIVER REQUEST FOR LENGTH OF DEAD-END STREET (CUL-DE-SAC) AND ABANDONMENT OF RECORDED RIGHT-OF-WAY - NORTHGATE CENTER

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that a subdivision application for the Stover Professional Campus was submitted to the Planning Commission in 2005. Referring to the plan for Lands of South Bay Road, LLC - North Gate Center, she explained that the property, which is located on Bay Road just south of the Blue Hen Mall, became bank owned; however, there is now a potential buyer for the lots on the south side of the property. With the development plan the new buyer has for these lots, the southern side of Krisko Circle that was platted as part of the record plan is no longer needed and would be abandoned. The northern part of Krisko Circle would end in a cul-de-sac and would serve the remaining lots. Mrs. Townshend advised members that the request was to abandon a right-of-way, which was platted but not improved or dedicated, and to waive the 450-foot maximum length for a cul-de-sac to allow for an 883-foot cul-de-sac.

Mrs. Townshend explained that this request was reviewed by the Planning Commission on May 18, 2015 and, following a public hearing where no members of the public spoke in opposition, the Planning Commission unanimously recommended the abandonment and the extension of the dead-end cul-de-sac to 883 feet. She advised members that such requests typically are reviewed by the Safety Advisory and Transportation Committee; however, since appointments to that Committee were deferred during the City Council meeting held on May 11, 2015, the request was being presented directly to City Council. She assured members that no public hearing was required.

In response to Mr. Hutchison, Mrs. Townshend indicated that the turning radius provided would meet Fire Department requirements.

Mr. Hare moved for acceptance of the Planning Commission's recommendation to approve the waiver request to allow the project to exceed the maximum length of a dead-end street and to abandon the recorded right-of-way for a portion of Krisko Circle. The motion was seconded by Mr. Hutchison and unanimously carried.

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE FOR PROPERTY LOCATED AT 742 SLAUGHTER STREET, OWNED BY JOE BURDEN, JR.

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Building Ordinance at 742 Slaughter Street, owned by Joe Burden, Jr. Members were advised that the property is part of the estate of Mr. Joe Burden, Sr. Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that there are three (3) units on the subject property; Units A and B are in the building in the front of the property and Unit C is a separate building at the rear of the property. She noted that there is a small accessory structure on the property as well. Mrs. Townshend advised members that this property has had 42 code enforcement cases since 2001, including both interior and exterior code violations such as electrical and structural issues, junked vehicles in the yard, junk and debris in the yard, grass violations, and parking on the grass. Units A and B were registered as vacant by staff and the fee had not been paid. Units A and B were condemned by City staff on September 9, 2010 due to structural and electrical concerns.

Mrs. Townshend indicated that there was a period of time when utilities were established in Mr. Joe Burden, Sr.'s name. While the units were condemned, people were periodically found living in them, which led to a case for not having an active rental permit and a rental permit could not be issued because the units were condemned. Unit C was condemned by City staff on February 2, 2015 due to lack of a primary heat source, cooking source, and a failed septic system. Mrs. Townshend noted that the rear building is on a septic system, not on the City sewer. She informed members that there is a $250 unpaid vacant building charge on the property. Mrs. Townshend stated that the property was being brought forward as unfit for habitation and a threat to general welfare. There were multiple code violations and the buildings are unoccupied.

Mrs. Townshend advised those members of Council who were newly sworn in that Chapter 22 of the Dover Code, Article 11, Section 22-381, contains 13 criteria that lend themselves to being a definition of a dangerous building and that whenever staff provides a dangerous building presentation, members are advised which of the criteria in the code that it meets. Mrs. Townshend reviewed a presentation depicting the condition of the structures ***(Exhibit #1)***.

Staff recommended that City Council take the following action for property located at 742 Slaughter Street: 1) declare this building and all accessory structures on this property dangerous; 2) order the property repaired or demolished by June 26, 2015 by the owner or equity owner at their own risk; 3) order the Building Inspector to cause the repair or demolition of the structures if not completed by the owner within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

Mr. Sudler inquired what the code states regarding the allotted time frame for curing a defective unit when there is new ownership. Responding, Mrs. Townshend stated that the code is silent on the issue of ownership. She stated that there had been quite a few cases in the past where properties had transferred multiple times and the defects had not been corrected. Mrs. Townshend explained that when something is brought forward as a dangerous building, it is because of the condition of the building and the effect that it has on the surrounding area, including safety concerns.

Mr. Sudler asked how long Dr. Joe Burden, Jr. was given to cure the defective conditions once he became the new owner. Mrs. Townshend stated that the front building was condemned in September 2010. She indicated that on February 2, 2015 staff inspected the rear building and found it was not habitable, noting that this was in the middle of winter and there was no heat, no kitchen, and no functioning septic. The structural report indicated that it was not intended as a residence. Units A and B had been in that condition since 2010. It was Mrs. Townshend's belief that the first letter issued to Dr. Joe Burden, Jr. was sent on March 17, 2015, noting that Mr. Burden, Sr. passed away in October 2014. She stated that the issues regarding dangerous buildings are related to the condition of the building and the hazard they pose to the safety of the surrounding area.

In response to Mr. Neil, Mrs. Townshend confirmed that if the owner decided to demolish the building at his cost, he would still own the land and could apply for whatever is necessary to rebuild or build another structure on the property.

Mr. Neil inquired if this would be without prejudice. Responding, Mrs. Townshend stated that the clean hands ordinance applies to anybody pulling a permit in the City. She explained that the City cannot issue a building permit if there are delinquent taxes, utility fees, or other fees owed to the City. The owner could build on the land if he met the conditions of the clean hands ordinance.

Mr. Neil inquired if there would be a lien on the property to pay for the demolition if the City demolishes the property. Mrs. Townshend confirmed that there would, noting that asbestos abatement may be required. She advised members that there had been cases in the City where demolition costs exceeded the value of the land due to the cost associated with asbestos abatement.

Responding to Mr. Anderson, Mrs. Townshend stated that there were two (2) separate, unconnected buildings on the property, as well as an accessory shed. She reiterated that Units A and B are in one (1) building, with one (1) unit upstairs and another unit downstairs, and Unit C is not connected.

Mr. Anderson stated his feeling that it appeared that Units A and B could be repaired in the next 30 days, but Unit C looked as though it needed to be demolished.

Mr. Hare inquired why Units A and B had not been taken down if they were condemned in 2010. Responding, Mrs. Townshend stated that the property owner had indicated that he was planning to make repairs. She explained that staff had been bringing forward buildings in priority order and there were other buildings that were in worse condition than this one. Mrs. Townshend stated that staff had been performing routine inspections to make sure that the building stayed secure; however, she confirmed that it had not been brought up to code.

Mr. Hare suggested that, should the owner state tonight that he could bring the building up to code within the next 60 - 120 days and make it habitable, waiting three (3) or four (4) months would not be a problem since the City had waited five (5) years. He concurred with Mr. Anderson that it might not be worth putting money in to do the work required for Unit C, including fixing the septic.

Mrs. Townshend stated that a structural engineering report provided to staff last week indicated that there were a number of structural corrections that needed to be made in accordance with recommendations of the structural engineer, noting that these were not small concerns.

Mr. Hare suggested that it would be fair to allow 90 days or an agreed upon time to fix those things, especially since Mr. Burden had indicated that 12 buildings had been brought up to where they needed to be.

In response to Mr. Hutchison, Mrs. Townshend stated that 374 buildings were registered as vacant in the City of Dover. Mr. Hutchison stated that Council should keep informed and involved on this, noting that City inspectors are maxed out on what they can do daily to keep up. In addition, he questioned whether a property owner is required to submit a business or finance plan to the City so that it can be known whether they are capable of making the repairs when they have reached the stage that Dr. Burden had reached.

In response, Mrs. Townshend stated that there was no such requirement. She indicated that the challenge is the clean hands ordinance, and delinquent taxes and utility accounts. Staff had not been able to allow the issuance of new rental permits or building permits for buildings that were not deemed to be dangerous, or to allow Dr. Burden to move tenants into the existing properties he owns, because of the delinquencies that are involved.

Mr. Hutchison inquired if the building being discussed was up to date on taxes or in arrears. Responding, Mr. Koenig stated that this property was not current on payments.

Mr. Sudler inquired how much of the total amount due for taxes for all of the properties owned by Dr. Burden had been paid in good faith or satisfied. Responding, Mr. Koenig stated that he did not have that information with him; however, the delinquency list for the current year had 64 entries totaling approximately $25,000 in delinquent taxes under Joe Burden, Jr., as well as an additional $27,000 plus demolition liens that had not been satisfied. Mr. Koenig stated that there was also an additional property listed under Joe W. and Georgianna S. Burden.

Mr. Slavin reminded members that the initiative to address dangerous buildings came from the community, explaining that the people who live in these neighborhoods stated that the City needed to toughen up and get serious about this. He felt that the City had done this over the last number of years and indicated that this was the moment where the rubber hits the road.

Council President Slavin declared the public hearing open.

Mr. Bob Robinson, 52 Ann Avenue, stated that he is a resident of Dover and works for Mr. Burden, who took him in and gave him a job when he was a homeless veteran. He indicated that he had been building and repairing homes for 35 years. Mr. Robinson stated that he had spoken with Scott Engineering in regard to the property in question and reviewed a game plan for this property. He stated that some of the repairs they had spoken about were already in the process; however, work was then stopped because of the lack of a permit, which was being denied because of taxes. Mr. Robinson advised that there was no problem with bringing the property up to code, reiterating that they had already completed 12 properties. He stated that many of the inspectors had indicated that the work he had done was often more than required. Mr. Robinson advised that he would be able to make the repairs within the allotted time if they were able to get the permits, noting that it could probably be taken care of in less than 90-days. He expressed his opinion that the home would be salvageable, and reiterated that they developed a very good game plan with Scott Engineering.

Mr. Robinson stated that they had requested that Unit C be used only for storage of materials for other jobs within the community. Based on his 35 years of experience, Mr. Robinson knew that the building was not salvageable but felt it would be fine for the storage of materials for upgrades for other properties. He asked that members take into account the desire to make these apartments and places livable.

Dr. Joe Burden, Jr. stated that they had been very proactive, having met with Council and the Mayor every two (2) weeks from October 2014 to February 2015, and were cognizant of what was being done; however, around March 17, 2015 he was bombarded with bad news from the City. During that week, he received a call to meet with Mr. Koenig, who put a price tag on the table and said he must pay $40,000 a month for the next three (3) months and he would be out of his father's debt. Dr. Burden stated that he was told that if he did not sign he would be denied services, and he was upset because he felt there was not due process. Dr. Burden stated that they had paid $32,000 since October 2014 for utilities for different properties. He stated that his father was forced to pay $16,000 and his lights at his house were turned off because the City had consolidated all the tenants and buildings and put it all on him. Dr. Burden stated that he had paid off the $16,000. He stated that City staff indicated that they would work with him and he informed them that he was still in probate. Dr. Burden stated that he did not have a problem with paying taxes and was not trying to duck them, noting that his father had held these properties for the last 30 years. He stated that Mr. Koenig had advised him that if he did not pay the taxes or sign the agreement by June 30, 2015, he would be forced to sell all of his houses through a monitions sale. Dr. Burden advised members that during that time Mr. Koenig stopped his services, which stagnated his business to significant effect. He stated that people from all over Dover had been calling him, including those who have had problems going into these houses with kids. Dr. Burden indicated that he was not given due process or made cognizant that this was going to happen until the meeting when Mr. Koenig gave him the ultimatum regarding termination of services. He stated that he pushed the piece of paper away and said he would not sign it because at that point he had not received any document or anything in writing. He informed members that he was going to pay; however, Ms. Kay Sass, Public Affairs/Emergency Management Coordinator, gave him a document that Friday that said that $105,000 was owed and by the time he met with Mr. Koenig on Monday, he was told that there was an error in the previous paperwork and the amount owed was $125,000. Dr. Burden stated that wanted to know how it went up $20,000 from Friday to Monday. He indicated that the numbers were not correct, he was not given any remedies or due process, and there was still an ultimatum that his properties would be shut down.

Dr. Burden expressed his opinion that the house should not be demolished. He stated that on March 17, 2015, after he received a letter from Mr. Koenig and his services were denied, he received two (2) letters from Mrs. Townshend regarding houses to be demolished. He explained that the house located at 128 South Queen Street was supposed to be discussed during the current Council meeting as well; however, it was removed from the agenda because thousands of dollars had been spent on structural engineers. Dr. Burden indicated that countless resources were spent refurbishing this house and that anyone who wanted to take a look at what they were doing could ride down Queen Street and view several properties.

In response to Mr. Hare's previous question regarding the length of time that this matter had taken, Dr. Burden stated that his father had several structural engineering reports done on this property.

It was indicated in the structural engineering report that the engineer had performed an inspection on this same property in 2011 and found it to be structurally sound. Dr. Burden stated that at some point the City required him to do another inspection, and he found that this had occurred at several properties, noting that he was required to get a structural engineer for 128 South Queen Street and there was already a structural engineering report on file and on record.

Dr. Burden stated that they were proactively trying to repair homes in a timely manner. He indicated that his whole goal and objective was to help people in Dover that need houses, noting that not everyone can afford to buy a home or wants one. Dr. Burden stated his understanding that this was a high emphasis, target area in the City and expressed his feeling that he was being targeted in this area. Dr. Burden stated that he is only one (1) person and if he receives five (5) dangerous building violations in one (1) day and only appears for one (1) of them, he was being very proactive. He requested that Council allow 120 days to make this property available.

Dr. Burden expressed the desire to remedy the relationship between the inspectors, the City of Dover, himself, and other people in the community, as it was his understanding that other people felt the same way. He reiterated that he did not have a problem paying taxes, but was not given a choice. He stated that in the meeting he was told that he must sign and at that time he did not even know that the debt was $120,000.

Council President Slavin declared the public hearing closed.

Mr. Sudler asked Dr. Burden what amount was owed on Units A and B. Responding, Dr. Burden indicated that it was $442. Mr. Sudler inquired if this could be paid by June 30, 2015 and Dr. Burden stated that he would pay it the following morning.

Mrs. Townshend explained that under the clean hands ordinance, the City can issue a permit for repairs to a dangerous building and that the taxes owed on this property was not the issue tonight.

Dr. Burden stated that this is an issue when the City stops a person who can bring money to the City.

Mr. Anderson moved to accept staff's recommendation on Unit C and that it be declared a dangerous building and repaired or demolished by June 26, 2015 in accordance with the process recommended by staff, seconded by Mr. Neil.

Mr. Hare questioned if Unit C could be totally gutted and turned into a storage building for Units A and B. Responding, Mrs. Townshend noted that Mr. Robinson had mentioned using it as a storage building for the work being done on other properties, and this would not be permitted because it is located in a general residence zone. She explained that it could be repaired as a shed or accessory structure for use for the building on the property. She wished to make this clear for the record since this can be an issue when businesses are being run in residential zones.

Mr. Anderson stated that he was sympathetic to Dr. Burden and intended to support giving him time to repair Units A and B. He stated that, from a fiscal point of view, the City has a very limited amount of money for dangerous property demolition and it had been Council's habit to use this money for property owners who are ignoring the City or cannot be found. Mr. Anderson felt it would be a waste of money and limited resources to use it on properties that can and will be repaired.

He indicated that the reason for his motion regarding Unit C was that he had personally heard complaints and he felt that this should be acted upon immediately.

Mr. Anderson stated that Lincoln Park is a great historic and core neighborhood to the City and he felt it important to protect it and keep it from going downhill. He felt that Unit C was beyond repair and should be repaired or demolished, stating his opinion that the shed on the property could be used for storage.

The motion to accept staff's recommendation on Unit C and that it be declared a dangerous building and repaired or demolished by June 26, 2015 in accordance with the process recommended by staff carried by a unanimous roll call vote.

Mr. Anderson moved to approve staff's recommendation in regard to Units A and B located at 742 Slaughter Street but to allow 120 days for the property to be repaired or demolished and that all appropriate permits be issued to accomplish this, seconded by Mr. Hare.

Mr. Hutchison questioned if the applicant would have to present a business and financial plan to show that they are capable of taking care of the concerns that had been raised. Responding, Mrs. Townshend stated that the applicant would simply need to pull a building permit that addresses the repairs cited in the structural engineering report.

Mr. Hutchison stated that delaying this matter would be one (1) thing; however, he felt that Dr. Burden should also come in within 10-15 days to show a business plan and financial plan of his capabilities to be able to do what the City expects.

Mr. Sudler stated that, being a contractor and builder himself, he did not think it necessary to show a business and finance plan. He indicated that this was not a normal procedure and would be asking for additional information that is not asked of everyone.

Mr. Hutchison reminded members that there are 374 vacant homes in the City and from time to time Mrs. Townshend presents matters of concern. He questioned how many times Council had extended the time with no results. Mr. Hutchison felt that Council could not continue to have staff do the same thing that had already been done. He stated the need to work together as a team. Mr. Hutchison expressed his deep appreciation for Dr. Burden's oversight and management of those facilities; however, he felt that Dr. Burden also had a responsibility regarding this issue. Mr. Hutchison reminded members that this property did not just come up yesterday, noting that staff had done their job and were only asking Council to make sure that Dr. Burden is capable. He indicated that Dr. Burden has a lot of buildings and responsibilities and will not be able to save every building. Mr. Hutchison felt that Dr. Burden must do a good job using his resources and identifying which buildings he will save and which he will not, and the City must work with him.

Mr. Sudler concurred; however, he felt that it was not up to the City to decide or to help Dr. Burden decide and the privilege of being an owner was to have that right. Mr. Sudler felt the City would be meddling too much to ask Dr. Burden to do a business plan, including an executive summary. Mr. Sudler suggested the use of different terminology than business plan, such as plan of action or deadlines.

Mr. Anderson stated his feeling that Councilman Hutchison's comments came from a well-placed concern regarding an action plan over all these properties; however, he stated that the City does not require this for anyone else and this would be opening the door for big government to look into something relatively simple. Mr. Anderson stated that the only thing the City cared about was whether Dr. Burden was capable of doing this within the next 120 days. He noted that Mr. Robinson had testified that the repairs could be accomplished in 90 days and when Dr. Burden had been granted time for past actions, those properties had not come back for demolition. Mr. Anderson stated that Dr. Burden had kept his word. He noted that some property owners had kept their word and others had not. Mr. Anderson felt that Dr. Burden could not be judged for the problems that his father ran into when the recession turned his business model, which had been a pretty good operation, upside down. When the recession began, Mr. Burden had a lot of non-performing properties and problems, which happened to a lot of landlords. Mr. Anderson stated that things must change and this is why the motion was made to remove the property that is a danger to the public. He expressed his feeling that there is a big difference between a property that is a danger to the public and one (1) that is not currently inhabitable, noting that Units A and B were not currently a danger to the public.

Mr. Hare expressed his concern regarding the discussion regarding $100,000 versus $120,000 in regard to Dr. Burden's debt owed the City. He felt that this should be addressed between Dr. Burden and City staff. Mr. Hare stated that he was in favor of allowing 120 days for repair or demolition of the property. He did not care whether Dr. Burden had a business plan and felt that the property should be should be torn down at the end of 120 days if it were not up to code.

In response to Mr. Hosfelt, Mr. Koenig stated that the value of the property was approximately $446,000 with the current assessment.

Responding to Mr. Hosfelt, Mrs. Townshend stated that staff only estimates the cost of demolition, not the cost to repair.

Mr. Hosfelt questioned whether there was another side to the matter that Dr. Burden brought before Council. Mr. Koenig stated that staff met with Dr. Burden several times prior to and during February. Several meetings were canceled and not rescheduled, and Dr. Burden came in toward the end of March. At that point, there was a significant amount of back taxes, vacant building fees, code citations, and past due utilities. Mr. Koenig stated his recollection that the amount owed was $125,000. He indicated that Dr. Burden was given a one (1) page payment plan to pay over three (3) installments and he declined, stating that he needed to have his attorney review it and would get back to staff. Mr. Koenig stated that his office had heard nothing since then related to a payment plan. Dr. Burden had been free to come in and pay back taxes but at the point he declined the payment plan he was no longer able to move anyone into those properties. Mr. Koenig stated that if Council chose to allow this to go forward, Dr. Burden would be able to repair the property; however, he explained that because of the clean hands ordinance, no one would be able to move into the property and Dr. Burden would not be able to get a rental permit or put the electric service into a tenant's name until all back payments are made.

In response to Mr. Neil, Mrs. Townshend confirmed that if the taxes were paid on this particular property, Dr. Burden would be able to obtain the necessary permits for the repair of this property.

Mr. Lewis questioned whether, in Mrs. Townshend's opinion, this property was a danger to the public. Responding, Mrs. Townshend stated that dangerous buildings brought forward are a danger to the public for a number of reasons, explaining that some are found unsecured, many are in states of deterioration and have people living in them that should not be, and some have illicit activity happening in them. She stated that the buildings brought forward to Council are the worst of the worst. Mrs. Townshend indicated that she did not believe that the building would fall down tomorrow; however, she did feel that the existence of this building in its current state without repairs posed a threat to the community. She advised members that there are many such structures throughout the community and staff must prioritize what is brought forward.

Mr. Lewis stated that there is a vacant house in his community that kids broke into. He stated his main concern was safety and the possibility of the public or children getting into the house and being injured.

Mrs. Townshend stated that in the past there were quite a few vacant buildings that people had gotten into that were becoming fire locations, most often in the winter time, and sometimes this had been caused by kids doing mischief. She concurred that vacant buildings post a threat to the community, especially when there are so many of them.

Mr. Hare noted the possible difficulty in Dr. Burden paying back the funds owed to the City because he is unable to rent the houses that had been brought up to code due to the debt he owes. He questioned if an agreement could be signed to allow Dr. Burden to rent properties and have the rent paid directly to the City of Dover, or to create a trust fund with a percentage of the rent being given to the landlord and a percentage going to the City of Dover. In this way, the debt could be eliminated. Responding, Mr. Koenig stated that the City cannot get into a position of collecting rent for a private entity, stating that Dr. Burden was given a payment plan so that he could become current by the end of this fiscal year and he declined; he did not submit a revision or ask for more time, he simply declined and left. Mr. Koenig stated that he was left administratively hanging because he has a fiduciary responsibility to the Council and the City to collect past due taxes. He indicated that it did not matter to him whom Dr. Burden rents to as long as there is a proper rental license. Mr. Koenig stated that these bills must be collected but he was not getting any cooperation. Mr. Sudler asked how many of the 12 units that had been modified were occupied and colleting rent. Responding, Dr. Burden stated that he met with Mr. Koenig every two (2) weeks and the agreement was that he would pay taxes as he went through the properties. He explained that he paid property taxes, renovated 12 properties, and was in the process of putting people into those properties when he started receiving dangerous building notifications and also received the offer from Mr. Koenig. Dr. Burden indicated that he did not have a problem paying taxes but would like to get information up front.

Mr. Sudler asked if Dr. Burden was able to pay the tax amount due, or at least 50% of this amount, so that he could be current and able to rent out his units. Responding, Dr. Burden stated that he been stagnated for the last three (3) months and had invested $32,000 in back taxes and utilities, plus $3,000 in repairs. He felt that Mr. Koenig should have been up front with him in October.

Mr. Sudler reiterated his question as to whether Dr. Burden was capable of paying 50% of all debts owed. Responding, Dr. Burden stated his understanding that he had to pay the taxes before the end of the fiscal year. He indicated that he did not sign the plan because he knew it was his responsibility to do this and did not think he had to sign a plan. Dr. Burden stated that he understood that if he was

negligent in doing this, his houses would be sold. He indicated that it was not planned to stop paying property taxes to the City of Dover after 31 years of paying them. Dr. Burden stated that the problem was that he was going through probate and waiting for life insurance and other funds to come in and thought that Mr. Koenig would be sensitive to this. He stated that Mr. Koenig had stated that the City would be sensitive to this and he did not know what had happened.

Mr. Anderson moved to suspend the rules to allow Dr. Burden to speak, seconded by Mr. Sudler and unanimously carried.

In response to Mr. Anderson regarding the status of the probate on these properties, Dr. Burden stated that probate is a process that takes eight (8) months from opening to closing on an estate. He stated that he was not legally eligible to close probate right now but had turned in his inventory. Dr. Burden advised members that he had been advised that the properties were transferred to him but he contended that he was not the owner of the property. He went to Kent County and was told that they intended to send him a letter.

Mr. Anderson stated that he had inquired about probate because of his understanding that at this stage Dr. Burden could not get a loan or do any of the things necessary to pay the City back. Responding, Dr. Burden advised members that he is the representative for the estate and has the power to sell or rent property and to conduct business. He noted that this had nothing to do with him in regard to his finances. However, he stated that he was being stagnated on his ability to rent out properties and that he was actively paying back the City $40,000.

Mr. Anderson asked if the City had filed anything as a claimant for debts in the probate process. Responding, Dr. Burden indicated that the only thing he had received from the City was the paper that Mr. Koenig had asked him to sign when he was told that he owed the City $120,000 and must pay $40,000 per month or his services would be shut off. He indicated that he had been collaborating with Central Delaware Habitat for Humanity (CDHFH) and, thanks to Mrs. Townshend, had met with them. Dr. Burden stated that he had put together a property agenda but had not had the time or energy to deal with the properties and was going to sell them. It was his understanding that CDHFH would be in contact with him this week to make an offer on a number of properties that his father owned in the Downtown Development District and he was hopeful that this would happen. Dr. Burden requested that he and his family be left alone so they can eat and pay off their bills.

Mr. Hare called the question, seconded by Mr. Anderson and unanimously carried.

The motion that Units and A and B located at 742 Slaughter Street be declared a dangerous building and subject to demolition, as recommended by staff and amended to allow 120 days for repair or demolition by September 26, 2015, carried by a roll call vote of six (6) yes (Anderson, Sudler, Neil, Lewis, Cole, and Hare) and three (3) no (Hosfelt, Hutchison, and Slavin).

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE FOR PROPERTY LOCATED AT 222 REED STREET, OWNED BY UNION AME CHURCH

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Building Ordinance at 222 Reed Street, owned Union AME Church. Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that the property is a two (2) story

wood-framed, single-family home that had been vacant since January 18, 2013 and is registered with the City as a vacant building. She stated that on November 7, 2011, staff from the Planning and Inspections Department conducted an annual housing inspection for the rental unit and found numerous violations. The property owner made repairs to life safety issues but had made no further repairs since the last inspection in March 2012. She advised that the home was still vacant and had no utilities and numerous outstanding code violations. Mrs. Townshend stated that there had been three (3) code enforcement cases on the property since 2008, there were exterior violations, utilities were terminated in January 2013, and the City registered the building as vacant in May 2013. On March 7, 2014 the City placed the property on the dangerous building list due to no active utilities and open code violations. Mrs. Townshend advised members that there was an outstanding $500 vacant building charge. She explained that there is a house and church on the property and the church faces New Street.

Mrs. Townshend explained that staff was approached by the church's representatives, who wanted to subdivide the property so that they could then sell the property with the house, since they did not have the funds to repair or demolish it. She advised members that in February 2014, the Board of Adjustment granted a variance for the lot size and the setbacks, since it is a very small lot and the house is very close to the property line. Mrs. Townshend stated that in March 2014 an application was filed for a minor subdivision to create the new parcel. The application was approved by the Planning Commission on May 19, 2015 and the subdivision was recorded on October 29, 2014. She stated that staff had held off on bringing this forward as a dangerous building but was now doing so because it was unfit for habitation and a threat to general welfare. She noted that there were numerous code violations and it was unoccupied. Mrs. Townshend reviewed a presentation depicting the condition of the property ***(Exhibit #2)***.

Staff recommended that City Council take the following action for property located at 222 Reed Street: 1) declare this building and all accessory structures on this property dangerous; 2) order the property repaired or demolished by June 26, 2015 by the owner or equity owner at their own risk; 3) order the Building Inspector to cause the repair or demolition of the structure if not completed by the owner within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

Mr. Anderson expressed his thanks for the work Mrs. Townshend was doing, noting that it is quite important in neighborhoods across the City. He questioned if a lien would go against the church at that location if the building were torn down. Responding, Mrs. Townshend stated this would not occur because the property had now been subdivided. The subdivision was recorded in October 2014 and the parcels were separate; therefore, the lien would be tied to a separate parcel.

Mr. Sudler inquired as to the nature of the last correspondence with the pastor of the church in regard to the property and if they were going to try to rehabilitate the property. Responding, Mrs. Townshend indicated that they were more interested in selling the property and she had provided them with contact information for Central Delaware Habitat for Humanity (CDHFH) and another person looking for properties downtown. It was her belief that they had made contact with both of these individuals but she was unsure if either was moving forward.

Council President Slavin declared the public hearing open.

Rev. Arthur Bacon, Trustee, Union American Methodist Episcopal Church, stated that they had contacted both the Maltese Group and CDHFH. Since then, the house had been boarded up completely and for sale signs were put up. Rev. Bacon noted that the house had been shown earlier in the day. He stated that it was the church's intention to sell the house as is and they were requesting more time to do so. They had received several calls relating to the sale of the house.

Mr. Anderson inquired how much additional time was needed by the church. Responding, Rev. Bacon reiterated that the house was boarded up approximately a week and a half ago. He stated that earlier today they took the boards down and took a prospective client through. He indicated that he had already talked to CDHFH, who planned to look at it; however, he was unsure whether they had contacted the church bishop yet. Rev. Bacon stated that he had also talked to the Maltese Group, and the church may have a buyer soon. He stated that the church could not afford to demolish the house but hoped to sell it.

In response to Mr. Neil, Rev. Bacon stated that those who had expressed interest in the house were made aware that the house would be sold as is and that they would have to bring it up to code or it could be torn down.

Mr. Sudler questioned how soon Rev. Bacon thought the house could be closed on. In response, Rev. Bacon stated that he thought 30 days would be adequate time.

Responding to Mr. Hosfelt, Mrs. Townshend explained that if the property were sold, the process would start all over again and the City would be back in the same position, noting that sale of the property does not correct the problem.

There being no one else wishing to speak, the public hearing closed.

Mr. Lewis inquired how much it costs the City to demolish properties. Mrs. Townshend stated that the typical cost was between $10,000 and $15,000 depending on the asbestos content.

Mr. Lewis questioned if any of these funds could be recouped or if the City would be stuck with the bill. Responding, Mrs. Townshend stated that costs are placed as a lien against the property and when the property sells the City recovers its funds. In some cases, the cost is added to the tax bill or funds can be recovered through a monitions sale. She stated that recovery of the funds is a slow process.

Mr. Sudler inquired what the average time frame would be to satisfy and cure a lien before the house is put up for sheriff's sale or added to the taxes. Responding, Mrs. Townshend stated that demolition charges would be billed and then would go on the next tax bill, noting that sometimes it is a year before charges are added to the tax bill. She explained that the City does not take properties to monitions sale unless they are two (2) years tax delinquent, so this is typically a two (2) year process. In some cases, there are other ways to recover the cost, for instance, through a law suit; however, the City does not desire to spend more to recover the money than would be spent to demolish the house.

Mr. Neil inquired how long the buyer would be given to bring the house up to code if there were a bill of sale on the property by June 26, 2015. Responding, Mrs. Townshend stated that granting 90 days would allow time for the property to transfer and for the new owner to make some repairs if it was sold within a month. If the repairs were not made within that amount of time, staff would have to proceed with the demolition.

Mr. Neil inquired if the City would then have to start over with the process. In response, Mrs. Townshend stated that the action would be attached to the property, noting that there had been several buildings that had transferred after Council's action and the new owner purchased the demolition when they purchased the property.

In response to Mr. Lewis, Mrs. Townshend confirmed that the $500 owed in fines would be taken out if the property were sold and the vacant building fee would be a lien on the property.

Mr. Hosfelt moved that the property located at 222 Reed Street, owned by Union AME Church, be declared a dangerous building and subject to demolition, as recommended by staff, seconded by Mr. Cole.

Mr. Anderson moved to amend the motion to allow the recommendation to take affect in 90 days instead of 30 days.

Mr. Hosfelt stated that he was amenable to the amendment.

Mr. Cole stated that he did not agree to the amendment.

Mr. Anderson moved to amend the motion to allow 90 days, until August 26, 2015, seconded by Mr. Sudler and carried by a roll call vote of eight (8) yes (Anderson, Sudler, Neil, Lewis, Hosfelt, Hare, Hutchison, and Slavin) and one (1) no (Cole).

The motion to declare the property located at 222 Reed Street, owned by Union AME Church, a dangerous building and subject to demolition, as recommended by staff and amended to allow 90 days for demolition or repair by August 26, 2015 carried by a vote of eight (8) yes (Anderson, Sudler, Neil, Lewis, Hosfelt, Hare, Hutchison, and Slavin) and one (1) no (Cole).

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - MAY 11, 2015

The Legislative, Finance, and Administration Committee met on May 11, 2015 with Chairman Slavin presiding.

Proposed Ordinance #2015-09 Amending Chapter 62 - Law Enforcement, Article II - Police Department, Chapter 106 - Traffic and Vehicles, Article III - Stopping, Standing and Parking, Division 2 - Metered Parking, and Appendix F - Fees and Fines

Mrs. Traci McDowell, City Clerk, advised members that Proposed Ordinance #2015-09 was initiated at Police Chief Paul Bernat's request to codify the Dover Police Department's cadet program. She reviewed the amendments to the ordinance as follows:

- Line 7 - amended to clarify obedience to state and federal laws, as well as City ordinances.

- Lines 9 and 10 - changed to state that the Police Chief would choose and appoint the Deputy Police Chief.

- Lines 13 through 20 - amended to remove the requirement that the Police Chief be selected from within the Police Department and to assign a Police Chief Selection Committee. Mrs. McDowell indicated that this was a change that the Mayor wanted to implement.

- Line 47 - changed by deleting the requirement that approval from the Mayor be obtained before the Police Chief issues a subpoena. Mrs. McDowell advised members that this change was requested by Councilman Hutchison.

- Lines 56-62 - Mrs. McDowell stated that Mr. William Pepper, Deputy City Solicitor, mentioned that this section, which pertains to special police, was antiquated and that no special police had been assigned in recent memory.

- Lines 63-87 - Mrs. McDowell explained that a new Section 62-38, Police cadet program, was added to state the reasons for the creation of the program, as well as its purpose and process for appointments, noting that appointees are assigned to the program by the Police Chief. She stated that when Mr. Pepper wrote the original ordinance, he wanted it to be very clear that the cadets were civilians and not police officers and this was written into the ordinance.

- Lines 89-101 (Section 62-39) - amended at the request of Mrs. Donna Mitchell, Controller/Treasurer, to ensure that found and stolen property is disposed of according to the City's Finance Department guidelines.

- Lines 111-113 and 125-165 (Sections 106-163 and 106-164) - Mrs. McDowell explained that these amendments started with changing the threshold of accumulated unpaid violations from $200 to $100 for placement of a parking boot, as requested by Mrs. Mitchell. In reviewing this section, staff saw the need to clarify the language in Section 106-164 pertaining to fees and fines. Mrs. McDowell stated that she worked with Ms. Karen Hudson, Police Department Records Administrator, on these amendments.

In regard to Section 106-163(a), Mr. Slavin questioned the use of the term "coin", noting that bills and debit cards may be used for payment. Mrs. McDowell stated that this could be amended prior to the first reading of the ordinance.

Mrs. McDowell indicated that Section 106-164 included language that should have been contained in Appendix F. She advised members that the changes in Appendix F reflected the fines and fees being charged, including the fine for failure to pay and the amount of time allotted for a quarter or dollar. She noted that the references in Appendix F were changed to correlate to the Code changes.

In response to Mr. Anderson, Mrs. McDowell stated that she did not believe that there would be any charter changes associated with the ordinance amendments. She indicated that if the charter were changed to move the Police Department under the City Manager, the ordinance would be amended again. She confirmed that, under the ordinance, the Mayor would continue to appoint the Police Chief.

In regard to Line 19, Mr. Anderson questioned the reason for the requirement for an affirmative vote of two-thirds of City Council for the Mayor to remove the Police Chief, instead of a majority of Council. Responding, Mrs. McDowell stated her belief that the Mayor wrote this provision and was unsure why; however, she stated her belief that this would be a protection for the Police Chief. Mr. Anderson indicated that every other appointed official can be removed by a majority; therefore, he would probably propose that the Chief be appointed by the Mayor and affirmed by a majority of Council. Mr. Slavin stated his assumption that this was included because a two-thirds vote would be veto-proof. Chief Bernat stated that he was unsure of the reason for this requirement; however, he wanted to bring it to the attention of members that Delaware Law outlines due process in regard to police chiefs who serve in cities with populations less than 50,000. In response to Mr. Anderson regarding whether this portion of State law pertains to the idea of a majority or two-thirds vote, Chief Bernat stated that he was unsure.

Mr. Anderson stated the desire for consistency between all appointed positions. He stated that the reason for a two-thirds vote could not be related to a veto since the Mayor would be doing the removal. Mr. Anderson questioned why it was not spelled out specifically that removal would be for cause. Responding, Chief Bernat stated that the Delaware Code specifies that removal must be for cause and that the ordinance contains a caveat stating that removal must be in accordance with applicable laws.

In regard to Line 180, Mr. Slavin questioned if the fees were in alignment with current practice. He stated his understanding that there are some lots where the cost of parking is $1 for the entire day and others that are premium space. This was confirmed by Mr. Koenig.

Mr. Slavin stated that this would have to be amended. He questioned how this process could be made more fungible, so that as rates change there would not be a need to go back through the ordinance process. Responding, Mrs. McDowell stated

that the idea behind Appendix F, Fees and Fines, was that these types of changes would be made in Appendix F. She indicated that she obtained fine and parking information from the Police Department.

Mr. Slavin suggested contacting the Downtown Dover Partnership (DDP), noting that they have a parking map and a census of all of the different types of spaces. Mrs. McDowell concurred, stating that this would probably be included in a new section.

Mr. Shevock noted that rates are posted in parking lots close to the meters. He suggested stating in the Code that fees would be as posted. Adjustments could then be made at the lot as fees are changed. Mr. Slavin stated that part of the issue would be who has the authority to change the rates, noting the desire to make the process easier without giving the authority to a different body.

Mr. Koenig stated his belief that the coin rate is $0.25 per hour or $1.00 per day; however, if a vehicle is moved, the rate resets, and he indicated that the language should reflect this correctly.

Mr. Slavin expressed his belief that some parking places are not all-day spots, but are limited to a maximum of two (2) hours so that they would turn over more quickly. Mr. Koenig stated that he was unsure.

Mr. Slavin requested that Mrs. McDowell determine if an amendment would be necessary.

The Committee recommended approval of Proposed Ordinance #2015-09 with the amendments presented.

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

Third Budget Amendment - Rate Stabilization Fund

Mrs. Donna Mitchell, Controller/Treasurer, advised members that the City's financial policy requires the City to maintain operating budget balances at a minimum of 8% up to 12% for cash flow requirements. These requirements are created by the City's service being rendered prior to billing the customer, so there is a month lag in revenue receipts for the services provided. The 8% equates to less than 30 days of budgeted expenses or cash requirements.

Mrs. Mitchell explained that there had been some difficulty maintaining sufficient cash balances in the Electric Fund during the past two (2) years due to significant fluctuations in the power supply cost and load during extreme cold or hot months. She noted that this past February the cold weather increased the City's wholesale load by 8.4 million kilowatt hours over the budgeted load for the month. Mrs. Mitchell indicated that the budgeted wholesale power supply cost per megawatt hour was $75.19 for February 2015, and the actual cost was $105.08 per megawatt

hour due to PJM market pricing. In order to pay the weekly PJM invoices, staff took temporary advances from other accounts. Mrs. Mitchell stated that, for this reason, an additional transfer of $1M was recommended from the Rate Stabilization Reserve, over the $2M originally budgeted in FY 15, to address the cash requirements. She informed members that during the upcoming budget workshops for FY 16, staff would be recommending a policy change to require a minimum budget balance of 12%, or 45 days of cash requirements, for the Electric Fund. Mrs. Mitchell explained her intent, when the proposed FY 16 budget is brought forth, to include a column for the revised FY 15 budget amendment.

Staff recommended the transfer of an additional $1M from the Rate Stabilization Reserve to the Electric Operating Fund in FY 15 to address cash flow requirements.

Mr. Anderson questioned how much this would leave in the Rate Stabilization Fund. Responding, Mrs. Mitchell stated that this transfer would bring the fund down to approximately $7M. She noted that in the draft budget being prepared for FY 16, an additional $3M would be taken from the fund, bringing the balance down to 10% of power supply, which is the percentage stated in the policy. Between the extra $1M this year and the $3M being proposed for next year, the rate stabilization reserve would be down to the minimum policy limit.

The Committee recommended approval of staff's recommendation to allow the additional transfer of $1M from the rate stabilization reserve to the Electric Operating Fund for FY 2015.

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

Evaluation of Proposal - Investment Banking Custody Services

During the Legislative, Finance, and Administration Committee meeting held on April 27, 2015, Mrs. Donna Mitchell, Controller/Treasurer, reviewed the details regarding proposals received for Investment Banking Custody Services. Staff recommended awarding the Investment Custody Services to Union Bank for a three (3) year period to start the date of the contract, which may be renewed or extended for two (2) additional two (2) year periods by mutual consent and approval of City Council. Members recommended that Mrs. Mitchell go back and ask for a best and final offer from all five (5) respondents.

Mrs. Mitchell explained that staff contacted the banks that submitted proposals and requested their best and final offers. Upon reviewing this information, she stated that staff's recommendation had changed. Staff now recommended awarding Investment Custody Services to Wilmington Trust for a three (3) year period, to start the date of contract, which may be renewed or extended for two (2) additional two (2) year periods by mutual consent and approval of City Council.

Noting that Wilmington Trust's proposal was approximately $2,500 higher than Union Bank's, Mr. Anderson asked if the recommendation was based upon easy

access, convenience, and ability for requesters to deal locally with staff. Responding, Mrs. Mitchell stated that the basis for recommending this particular bid was that it is a local bank that is very involved in the community and community events.

In response to Mr. Anderson, Mrs. Mitchell indicated that staff time and interaction were not factors because interaction will be through the internet. The recommendation was based on local relationships and community events.

Responding to Mr. Sudler, Mrs. Mitchell stated that Wilmington Trust and M & T Bank's contribution to the community would definitely exceed $2,500, noting their involvement in the Dover 4th of July Celebration.

The Committee recommended approval of staff's recommendation to award Investment Custody Services to Wilmington Trust for a three (3) year period, to start the date of the contract, which may be renewed or extended for two (2) additional two (2) year periods by mutual consent and approval of City Council.

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

Mrs. Mitchell expressed her thanks to members for their support of the Finance Department and all of their efforts during the past couple of years.

By consent agenda, Mr. Hare moved for acceptance of the Legislative, Finance, and Administration Committee Report, seconded by Mr. Hutchison and carried by a unanimous roll call vote.

REVENUE REPORT AS OF APRIL 2015

Members were provided the Revenue Report as of April 2015.

By consent agenda, Mr. Hare moved for acceptance of the Revenue Report as of April 2015, seconded by Mr. Hutchison and carried by a unanimous roll call vote.

SETTING OF PUBLIC HEARING - ELECTRIC FUND BUDGET

A public hearing on the Electric Revenue Fund Budget is required for compliance with the City of Dover Electric Revenue Bonds Resolution prior to adoption of the budget. Staff recommended that the public hearing be set for June 8, 2015 at 7:30 p.m.

Mr. Hare moved to set a public hearing for June 8, 2015 at 7:30 p.m. for the City of Dover Electric Fund Budget, seconded by Mr. Sudler and unanimously carried.

2015/16 COMMITTEE APPOINTMENTS - COUNCIL PRESIDENT *(Deferred during the Annual Meeting of May 11, 2015)*

Council President Slavin requested approval of the following appointments:

City Chaplains
Chaplain Wallace R. Dixon of Bibleway Temple Church of God in Christ
Reverend Theodore A. Henderson of Dover Christian Church
Bishop Thomas L. Holsey of Bibleway Temple Church of God in Christ

Civilian Pension Plan Board of Trustees
David L. Anderson
Scott W. Cole

Compensation Commission
Council President Slavin requested that this appointment be deferred.

Construction Code Appeals Committee
Roy Sudler, Jr. - Chair
Brian E. Lewis
Scott D. Koenig - City Manager

Legislative, Finance, and Administration Committee
William F. Hare - Chair
Scott W. Cole
Roy Sudler, Jr.
Daniel T. Shevock (by Council President)
Andrea Maucher (by Committee Chair)

Other Post-Employment Benefits (OPEB) Trust Fund Board
Scott W. Cole
James E. Hosfelt, Jr.

Parks, Recreation, and Community Enhancement Committee
David L. Anderson - Chair
James E. Hosfelt, Jr.
Brian E. Lewis

Council President Slavin requested that the appointment of the civilian committee members be deferred.

Police Pension Plan - Retirement Committee
David L. Anderson
Scott W. Cole

Safety Advisory and Transportation Committee
James E. Hosfelt, Jr. - Chair
James L. Hutchison, Sr.
Roy Sudler, Jr.
Dana Shelton (by Council President)
Thomas J. Keller, Jr. (by Committee Chair)

Utility Committee
James L. Hutchison, Sr. - Chair
Fred A. Neil
Courtney Stewart (by Council President)
Lester L. Blakeman, Sr. (by Committee Chair)

Council President Slavin requested that the appointment of an additional Council member be deferred.

By consent agenda, Mr. Hare moved for approval of the Committee appointments for 2015/2016, as recommended by Council President Slavin. The motion was seconded by Mr. Hutchison and carried by a unanimous roll call vote.

2015/16 MISCELLANEOUS APPOINTMENTS - COUNCIL PRESIDENT *(Deferred during the Annual Meeting of May 11, 2015)*
Council President Slavin requested approval of the following appointments:

Central Delaware Chamber of Commerce Liaison Members (Honorary)
Mayor Robin R. Christiansen, Ex-Officio (Non-Voting Member)
William F. Hare (Guest)
William G. Neaton, Director of Economic Development (Guest)

City/County Committee (Liaison to Kent County)
Mayor Robin R. Christiansen
Council President Timothy A. Slavin
William F. Hare
James L. Hutchison
Fred A. Neil
Scott Koenig, City Manager

Kent County Tourism Board of Directors (Voting Liaison Member)
Fred A. Neil

Kent Economic Partnership Board of Directors - Voting Liaison Member
William F. Hare

By consent agenda, Mr. Hare moved for approval of the appointments for 2015/2016, as recommended by Council President Slavin. The motion was seconded by Mr. Hutchison and carried by a unanimous roll call vote.

APPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT SLAVIN *(Deferred during the Annual Meeting of May 11, 2015)*
Council President Slavin requested approval of the following appointments:

President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties
James L. Hutchison, Sr. - Chair
David L. Anderson
Fred A. Neil
Kenneth Clendaniel
Joseph McDaniel
Kevin Mitten
Adam Perza
Scott Koenig
Donna Mitchell

By consent agenda, Mr. Hare moved for approval of appointments recommended by Council President Slavin. The motion was seconded by Mr. Hutchison and carried by a unanimous roll call vote.

2015/16 COMMITTEE APPOINTMENTS - MAYOR ***(Deferred during the Annual Meeting of May 11, 2015)***
Mayor Christiansen submitted the following appointments for approval:

Compensation Commission
Mayor Christiansen requested that this appointment be deferred.

Downtown Dover Partnership Board of Directors
Mayor Christiansen requested that the appointment of five (5) State Government representatives be deferred.

Property Maintenance Code Board of Appeals
Adam M. Perza

By consent agenda, Mr. Hare moved for approval of the Committee appointments for 2015/16, as recommended by Mayor Christiansen, seconded by Mr. Hutchison and carried by a unanimous roll call vote.

REAPPOINTMENTS - RECOMMENDED BY MAYOR CHRISTIANSEN
Mayor Christian submitted the following reappointments for approval:

Planning Commission ***(Three (3) Year Terms to Expire June 1, 2018)***
Michael J. Ambruso, Sr. - Second District
Thomas Holt - Second District
Dean Holden - Third District

By consent agenda, Mr. Hare moved for approval of the reappointments, as recommended by Mayor Christiansen, seconded by Mr. Hutchison and carried by a unanimous roll call vote.

FIRST READING - PROPOSED ORDINANCE #2015-09, WITH STAFF AMENDMENT #1 (SA#1)

Council President Slavin reminded the public that copies of the proposed ordinance were available at the entrance of the Council Chambers or could be obtained from the City Clerk's Office. The Final Reading of the ordinance and action by Council will take place on June 8, 2015.

Mr. Scott Koenig, City Manager, reviewed the proposed amendments. He advised members that the proposed ordinance would make changes to Chapter 62 - Law Enforcement and would clarify which laws are to be enforced, stipulate that the Police Chief would select the Deputy Police Chief, create a Police Chief Selection Committee, remove the special police section, establish the police cadet program, bring the disposal of personal property held by the Police Department into compliance with existing policies and procedures, update traffic and vehicle fines, and simplify the language regarding violations and penalties, as well as amend Appendix F - Fees and Fines to correspond with the language.

Mr. Anderson questioned what the reasoning was in expanding the cadet program to the entire City instead of the downtown area. Responding, Police Chief Paul Bernat stated that this program would enable the Department to go out into neighborhoods, ride bikes and be seen. He felt it was important that the neighborhoods have the feeling of protection as well as the downtown area and stated the desire not to be tied down to just one (1) area.

Mr. Sudler thanked Chief Bernat, stating that he agreed with this change and believed that a lot of his constituents would also appreciate it.

Mr. Hosfelt noted the provision that was struck in regard to Sec. 62-32 - Chief of police generally, states "One of the regular members of the police department shall be designated by the mayor to serve as chief of police." He questioned if the City would go outside the Police Department to select the police chief. Responding, Mr. Koenig expressed his belief that the purpose of the amendment was to open up selection to both internal and external candidates.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of Proposed Ordinance #2015-09, with Staff Amendment #1 (SA#1) as read by the City Clerk, by title only, as follows:

➢ PROPOSED ORDINANCE #2015-09, WITH STAFF AMENDMENT #1 (SA#1), AMENDING CHAPTER 62 - LAW ENFORCEMENT, ARTICLE II - POLICE DEPARTMENT, CHAPTER 106 - TRAFFIC AND VEHICLES, ARTICLE III - STOPPING, STANDING AND PARKING, DIVISION 2 - METERED PARKING, AND APPENDIX F - FEES AND FINES.

FINAL READING - PROPOSED ORDINANCE #2015-07

The First Reading of the following proposed ordinance was accomplished during the Council Meeting of May 11, 2015:

Proposed Ordinance #2015-07 Amending Chapter 46 - Fire Prevention and Protection, Article IV - Public Occupancies, Section 46-162 - Sprinkler Requirements and Section 46-171 - Fire Alarm in Place of Assembly

Mr. Hare moved that the Final Reading of proposed Ordinance #2015-07 be acknowledged by title only, seconded by Mr. Sudler and unanimously carried.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that the proposed ordinance would bring two (2) sections that are currently adopted by reference through the National Fire Protection Administration (NFPA) under the City's fire prevention regulations. The amendments would add clarity since these provisions are already required through adopting the NFPA Codes by reference. She advised members that the first of these changes relates to allowing the Fire Marshal's office to strategically locate Fire Department connections for buildings that are sprinklered in a way that they would be most conspicuous to the Fire Department. This is already part of the Delaware State Fire Prevention Regulations and NFPA 13, which are both utilized by the City.

Mrs. Townshend stated that the second amendment would reiterate the idea that a shunt trip switch is required in places that have amplification. She explained that this is already a requirement and if the fire alarm goes off, it would shut down the amplification system so that occupants of the building can hear the fire alarm in order to escape. Mrs. Townshend stated that this is something that has regularly come up during building plan review when applicants question where this can be found in the City's code. Rather than sending them to two different NFPA Code Books, the Fire Marshal believed it would be helpful and more clear to put it in Chapter 46.

Mr. Sudler questioned if the code is identified when fire code violations are sent to owners. Responding, Mrs. Townshend stated that the code is referenced in the violation notices.

Mr. Hare moved for adoption of the proposed ordinance, seconded by Mr. Hutchison, and by a roll call vote of six (6) yes (Neil, Cole, Hosfelt, Hare, Hutchison, and Slavin) and three (3) no (Anderson, Sudler, and Lewis), Council adopted Ordinance #2015-07, as follows:

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

That Chapter 46 - Fire Prevention and Protection, Article IV - Public Occupancies, Section 46-162 - Sprinkler Requirements of the Dover Code be amended to read as follows:

Sec. 46-162. - Sprinkler requirements.

(a) Places of assembly shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

(1) All new indoor places of assembly with an occupant load of 150 persons or greater.

(2) Any interior renovations of 50 percent or more to an existing place of assembly with an occupant load greater than 150 persons.

(3) Any additions or increase in interior size to an existing place of assembly that would create an occupant load of 150 persons or greater.

(b) Places of assembly where alcohol is served for consumption on the premises shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13 when the following apply:

(1) All new indoor places of assembly with an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

(2) Any interior renovation of 50 percent or more to an existing place of assembly with an occupant load greater than 100 persons and where alcohol will be served for consumption on the premises.

(3) Any additions or increase in interior size to an existing place of assembly which would create an occupant load of 100 persons or greater and where alcohol will be served for consumption on the premises.

(c) New educational occupancies of 5,000 square feet or greater shall be sprinklered throughout in accordance with the most recently adopted edition of NFPA 13.

(d) Three feet of unobstructed clear width shall be designed, designated, and maintained around sprinkler risers for access by firefighters and for maintenance. The three feet shall be measured from the outermost components of the sprinkler riser and all related support equipment.

(e) Fire Department Connections. Unless otherwise approved by the Fire Marshal, Fire Department Connections shall be on the street side of the building and shall be located and arranged so that hose lines can be readily and conveniently attached to without interference from any nearby obstructions as defined by the Fire Marshal's Office. Fire Department Connections shall be a 5 (five) inch Storz. Fire Department Connections shall be within 300 feet of an approved City of Dover Fire Hydrant and within 50 feet of the main entrance of the structure it serves. All Fire Department Connections shall be not less than three feet nor more than five feet in height above finished grade. The Fire Marshal shall have the authority to require more stringent requirements when deemed necessary.

BE IT FURTHER ORDAINED THAT:

Chapter 46 - Fire Prevention and Protection, Article IV - Public Occupancies, Section 46-171 - Fire Alarm in Place of Assembly of the Dover Code be amended to read as follows:

Sec. 46-171. - Fire alarm in place of assembly.

(a) Definition. For the purpose of this article, the requirements set forth in section A.4.1.2 of the most currently published edition of the NFPA Life Safety Code shall be used to determine if an occupancy is a place of assembly.

(b) Occupant load. For the purpose of this article, the requirements set forth in the most currently adopted edition of the NFPA Life Safety Code shall be used to determine the occupant load of a place of assembly.

(c) Fire alarm required. Any new occupancy or new portion of an occupancy determined to be a place of assembly by the fire marshal, and is capable of receiving an occupant load of 75 persons or greater, shall be required to install a fire alarm in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

(d) Fire alarm system required. Any existing occupancy or portion of an existing occupancy determined to be a place of assembly by the fire marshal, and is undergoing renovations in excess of 50 percent of the assessed value of the building and is capable of receiving an occupant load 75 persons or greater or is being enlarged to receive an occupant load of 75 persons or greater, shall be required to install a complete fire alarm system in accordance with NFPA codes governing the installation of fire alarms and the National Electrical Code.

(e) Public Mode Audible Requirements. To ensure that audible public mode signals are clearly heard by occupants of a structure, they shall have a sound level at least 15 decibels (dB) above the average ambient sound level or 5 decibels (dB) above the maximum sound level having a duration of at least 60 seconds, whichever is greater, measured 5 feet (1.5m) above the floor in the area required to be served by the system using the A-weighted scale dBA. In the event the stated requirement cannot be met a Shunt Trip Relay/Switches shall be the approved method of meeting the intent of this section of the code.

ADOPTED: MAY 26, 2015

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Sudler announced that the first quarterly meeting held by the Fourth District was very successful. He thanked Mr. Hutchison for attending the meeting and supporting the district, and acknowledged that other Council members would have liked to attend but were unable to due to Freedom of Information Act (FOIA) requirements. Mr. Sudler indicated that he would attend meetings held by other members, noting that he supported the entire City and members represent not only their district but the City as a whole when they go.

Mr. Slavin announced that the budget hearings for the City's fiscal year 2015/2016 budget would begin tomorrow evening, May 27th at 6:30 p.m. in the Council Chambers. He stated that additional budget meetings were scheduled for May 28th at 6:00 p.m., and June 1st, 2nd, and 3rd at 6:00 p.m. in the Council Chambers, noting that the meetings are open to the public.

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

Meeting adjourned at 9:03 P.M.

TRACI A. McDOWELL
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of May 26, 2015, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM
S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Council-Minutes\2015\05-26-2015 REVISED to correct Dana Shelton's name.wpd

Exhibits
Exhibit #1 - Presentation - Violation of Dangerous Building Ordinance - 742 Slaughter Street
Exhibit #2 - Presentation - Violation of Dangerous Building Ordinance - 222 Reed Street

Violation of Dangerous Building Ordinance 742 Slaughter St

Planning & Inspections Department

Dover, Delaware

May 26, 2015

Regular Council Meeting of 5/26/2015 EXHIBIT #1


145
150
749
753
Cherry St
731
725
719
717
715
711
Slaughter St
720
726
730
A & B
Accessory
Structure
742
756
758
748
760
C
768
729
731
733
735
749
755
759
763

742 Slaughter St
Case History

- 42 code enforcement cases since 2001
  - Interior code violations – electrical issues – structural issues
  - Junked vehicles – junk & debris in yard
  - Numerous grass violations – parking on the grass
- Units A & B registered vacant by staff
- Units A & B condemned by City Staff on September 9, 2010 due to structural & electrical concerns.
- Unit C condemned On February 2, 2015 due to no primary heat source, no primary cooking source and a failed septic system.

Outstanding Charges

- $250.00 in unpaid vacant building registration fees

Dangerous Building Code – Chapter 22 Article XI, Sec. 22-381

(5) *Unfit for habitation.*

(9) *General welfare.*

(10) *Code violations.*

(12) *Unoccupied buildings.*

Units A & B


05/20/2015


742
05/20/2015


742
05/20/2015


05/20/2015


05/20/2015


03/05/2010


03/05/2010


03/05/2010

03/05/2010

03/05/2010


ON
03/05/2010


Palmolive
Antibacterial
HERSHEY'S
Strawberry
Kiss
03/05/2010


03/05/2010


03/05/2010


03/05/2010

Unit C


05/20/2015


05/20/2015


05/20/2015


02/02/2015


DANGER
02/02/2015

9 Month Control
Kills Fast!
02/02/2015


THOMPSON FLOWGUARD GOLD
02/02/2015


02/02/2015

Recommended Council Action

- Declare this building and all accessory structures on this property dangerous.
- Order the property repaired or demolished by **June 26, 2015** by the owner or equity owner at their own risk.
- Order the Building Inspector to cause the repair or demolition of the structures if not completed by the owner **within 10 days of the date established by City Council**.
- Order the City Manager with the assistance of the City Solicitor to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

Violation of Dangerous Building Ordinance 222 W Reed St

Planning & Inspections Department

Dover, Delaware

May 26, 2015

EXHIBIT #1
Regular Council Meeting of 5/26/2015

222 W Reed St
Case History

- 3 code enforcement cases since 2008
  - Exterior code violations – damaged foundation wall
  - Broken window panes – trash/debris in yard
  - Flaking paint – open outlets – exposed wiring
- The utilities were terminated on January 18, 2013
- Registered as vacant by the city on May 8, 2013
- On March 7, 2014, City Staff placed the property on the dangerous building list due to no active utilities and open code violations.
- Outstanding Charges
  - $500.00 in unpaid vacant building registration fees

222 W Reed St
Case History

- House on same parcel as church building
- February 2014 – Variance granted by Board of Adjustment for lot size and setbacks
- March 2014 – application for subdivision
  - May 19, 2014 – Planning Commission approval
- Subdivision recorded on October 29, 2014

Dangerous Building Code – Chapter 22 Article XI, Sec. 22-381

(5) *Unfit for habitation.*

(9) *General welfare.*

(10) *Code violations.*

(12) *Unoccupied buildings.*


SALE
SALE
SALE


SALE
SALE
SALE


FOR
SALE




12/13/2011 14:25


12/13/2011 14:25


12/13/2011 13:50


12/13/2011 14:02


12/13/2011 14:02


12/13/2011 14:09


12/13/2011 14:09


12/13/2011 14:11

Recommended Council Action

- Declare this building and all accessory structures on this property dangerous.
- Order the property repaired or demolished by **June 26, 2015** by the owner or equity owner at their own risk.
- Order the Building Inspector to cause the repair or demolition of the structures if not completed by the owner **within 10 days of the date established by City Council**.
- Order the City Manager with the assistance of the City Solicitor to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

CERTIFICATE OF APPRECIATION

Presented to

Dr. William N. Johnston and Susan S. Johnston

The City of Dover extends its hand to you in thanks and appreciation for the outstanding contributions you made in giving so generously of your time, talents, and professional attention.

Your vision, energy, and dedication have greatly enhanced our community
We wish you all our best on your journey.

June 8, 2015

Robin R. Christiansen
Mayor

Timothy A. Slavin
Council President

PROCLAMATION

***WHEREAS**, the first official flag of the United States was adopted by the Second Constitutional Congress on June 14, 1777 and on August 3, 1949, Congress designated June 14th of each year as "National Flag Day" and requested that the President issue an annual proclamation calling for its observance; and*

***WHEREAS,** on June 9, 1966 Congress requested that the President designate the week in which June 14th occurs as "National Flag Week" and call upon citizens to display the flag during that week; and*

***WHEREAS**, on December 8, 1982, the National Flag Day Foundation was chartered to conduct educational programs and to encourage all Americans to pause for the Pledge of Allegiance on Flag Day; and*

***WHEREAS**, Flag Day celebrates our nation's symbol of unity, devotion to freedom, and the equal rights of all.*

***NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE** do hereby proclaim June 14, 2015 as **FLAG DAY** and the week of June 14-20, 2015 as **FLAG WEEK** in the City of Dover and urge all residents to pause for the Pledge of Allegiance in honor of the Flag of the United States of America and to proudly display the flag in recognition of the beacon of hope that it has become for our country and for people all over the world.*

ROBIN R. CHRISTIANSEN
Mayor

DRAFT PROPOSED COUNCIL RESOLUTION NO. 2015-10

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

WHEREAS, pursuant to 9 Del. C. §5202 et. seq. and Chapter 187 §90.4.E.(1) of the Kent County Code, a Petition to extend the stormwater maintenance district for the area known as Maple Glen, lots 1 through 46 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, all required repairs have been completed and inspected by the Kent Conservation District; 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 Maple Glen, 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 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 Maple Glen 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 Maple Glen within the Stormwater Maintenance District shall not exempt lot owners within the subdivision from participation in a stormwater utility should one by established by the City of Dover; and
7. That Dover City Council concurs with the extension of the Stormwater Maintenance District - Maple Glen.

ADOPTED: *

S:\RESOLUTIONS-PROCLAMATIONS-TRIBUTES\2015\DRAFT\Resolution No. 2015-10 - Inclusion of Maple Glen Into the Kent County Storm Water Maintenance District.wpd

ROBIN R. CHRISTIANSEN MAYOR	TIMOTHY A. SLAVIN COUNCIL PRESIDENT

Actions History:
June 8, 2015 - Scheduled for Introduction at City Council

Draft

DRAFT PROPOSED COUNCIL RESOLUTION NO. 2015-11

A RESOLUTION PROPOSING INCLUSION OF FOX HALL WEST ADDITION INTO THE KENT COUNTY STORM WATER MAINTENANCE DISTRICT

WHEREAS, pursuant to 9 Del. C. §5202 et. seq. and Chapter 187 §90.4.E.(1) of the Kent County Code, a Petition to extend the stormwater maintenance district for the area known as Fox Hall West Addition 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, all required repairs have been completed and inspected by the Kent Conservation District; 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;
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 Fox Hall West Addition , 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 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 Fox Hall West Addition 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 Fox Hall West Addition within the Stormwater Maintenance District shall not exempt lot owners within the subdivision from participation in a stormwater utility should one by established by the City of Dover; and
7. That Dover City Council concurs with the extension of the Stormwater Maintenance District - Fox Hall West Addition; and

ADOPTED: *

S:\RESOLUTIONS-PROCLAMATIONS-TRIBUTES\2015\DRAFT\Resolution No. 2015-11 - Inclusion of Fox Hall West Addition Into the Kent County Storm Water Maintenance District.wpd

ROBIN R. CHRISTIANSEN	TIMOTHY A. SLAVIN
MAYOR	COUNCIL PRESIDENT

Actions History:
June 8, 2015 - Scheduled for Introduction at City Council

Draft

COUNCIL RESOLUTION NO. 2015-12

A RESOLUTION VACATING AND ABANDONING A CERTAIN IMPROVED STREET SITUATED IN THE CITY OF DOVER.

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

Section 1. The Council of the City of Dover hereby vacates and abandons the following street:

Harmony Lane, as specified in Exhibits A and B to this resolution, being all that tract or parcel of land situate, lying and being in East Dover Hundred, Kent County, State of Delaware, and located on the north side of Walker Road and being more particularly described as follows: Beginning for the same at a point at the south easterly corner of the property hereon described; thence running by/with the north side of Walker Road, South 82 degrees 51 minutes 50 seconds West a distance of 110.14' to a point, thence running by/with the east side of "Tract A" an arc to the left with a radius of 25.00' and a length of 40.55' with a chord bearing of North 36 degrees 23 minutes 49 seconds East and a chord distance of 36.25' to a point, thence running by/with the east side of "Tract A" North 10 degrees 04 minutes 00 seconds West a distance of 160.78' to a point, thence running by/with the east side of Lots 1 through 7 an arc to the right with a radius of 199.43' and a length of 135.75' with a chord bearing of North 09 degrees 26 minutes 02 seconds East and a chord distance of 133.15' to a point, thence running by/with the east side of Lots 7 through 9, North 28 degrees 56 minutes 00 seconds East a distance of 40.00' to a point, thence running by/with the east side of Lots 9 and 10 an arc to the left with a radius of 107.99' and a distance of 88.58' with a chord bearing of North 05 degrees 26 minutes 04 seconds and a chord distance of 86.12' to a point, thence running by/with the east side of Lots 10 through 14, North 18 degrees 04 minutes 00 seconds West a distance of 66.35' to a point, thence running by/with east side of Lots 14 through 21 an arc to the right with a radius of 120.19' and a distance of 141.11' with a chord bearing of North 15 degrees 34 minutes 05 seconds East and a chord distance of 133.15' to a point, thence running by/with the south easterly side of Lots 21 through 27, North 49 degrees 12 minutes 00 seconds East a distance of 153.27' to a point, thence running by/with the Lots 27 through 35, an arc to the right with a radius of 50.00' and a distance of 203.44' with a chord bearing of South 14 degrees 14 minutes 06 seconds East and a chord distance of 89.44' to a point, thence running by/with the north side of Lot 35, an arc to the left with a radius of 50.00' and a distance of 46.36' with a chord bearing of South 75 degrees 45 minutes 54 seconds West and a chord distance of 44.72' to a point, thence running by/with north westerly side of Lots 35 through 39, South 49 degrees 12 minutes 00 seconds West and a distance of 73.27' to a point, thence running by/with the west side of Lot 39 an arc to the left with a radius of 60.19' and a distance of 70.67' with a chord bearing of South 15 degrees 34 minutes 05 seconds West with a chord distance of 66.68' to a point, thence running by/with the west side of Lots 39 and 40, South 18 degrees 04 minutes 00 seconds East a distance of 66.35' to a point, thence running by/with the west side of Lots 40 through 46, an arc to the right with a radius of 167.99' and a distance of 137.80' with a chord bearing of South 05 degrees 26 minutes 03 seconds West with a chord distance of 133.97' to a point, thence running by/with the west side of Lots 46 through 48, South 28 degrees 56 minutes 00 seconds West a distance of 40.00' to a point, thence running by/with the west side of Lots 48 through 52 an arc to the left with a radius

of 139.43' and a distance of 94.91' with a chord bearing of South 09 degrees 26 minutes 02 seconds West and a chord distance of 93.09' to a point, thence running by/with the west side of Lot 52 and "Tract B", South 10 degrees 04 minutes 00 seconds East a distance of 166.41' to a point, thence running by/with the south side of "Tract B" an arc to the left with a radius of 25.00' and a distance of 37.99' with a chord bearing of South 53 degrees 36 minutes 05 seconds East and a chord distance of 34.44' to the place of beginning, containing 52,756.46 sq. ft. ($1.21^{+/-}$ acres).

Section 2. Since no person has been deprived of property by the vacating and abandoning of the aforesaid street, no compensation is awarded.

Section 3. All costs of conveyance shall be borne by the property owners.

Section 4. Sixty feet (60') of the subject right of way will be conveyed to the properties specified herein. Abandonment shall be conditional upon completion of the site development plan and parcel consolidation plan. Ownership shall not be relinquished until such time as the parcel consolidation plan is recorded. Cross-access and public utility easements will be required for the existing wastewater pump station and associated force main infrastructure located therein. All stormwater, street, wastewater, and water infrastructure will be abandoned in conjunction with the abandonment of Harmony Lane. The City shall retain ownership of the existing pump station and associated force main only.

ADOPTED: *

S:\RESOLUTIONS-PROCLAMATIONS-TRIBUTES\2015\DRAFT\Resolution No. 2015-12 - Abandonment of Street - Harmony Lane.wpd

ROBIN R. CHRISTIANSEN
MAYOR

TIMOTHY A. SLAVIN
COUNCIL PRESIDENT

Actions History:
June 8, 2015 - Scheduled for Introduction at City Council

Draft

PETITION TO AMEND AND ZONING DISTRICT
Public Hearing before the
Dover City Council
June 8, 2015

Applicants/Owners:	801 Gold Coast LLC
Address:	801 North State Street
Location:	East side of North State Street between the Silver Lake Bridge and Lepore Road
Tax Parcel ID #:	ED05-068.09-01-13.00-000
Size:	1.943 +/- acres
Present Use:	House
Proposed Use:	Mixed Use Building
Comprehensive Plan Designation:	Commercial (Per City Council Action of April 13, 2015)
Present Zoning:	RG-3 (Group Housing Zone)
Proposed Zoning:	C-2A (Limited Central Commercial Zone)
Planning Commission Recommendation:	Following a public hearing on May 18, 2015 where no members of the public spoke with regard to the application, the Planning Commission recommended unanimously in favor of this proposed rezoning.
File Number:	Z-15-01

Existing Property
The property is currently zoned RG-3 (Group Housing Zone) and consists of one parcel of land with a single family home on it.

Surrounding Land Uses:
The subject property is surrounded by a variety of uses. Immediately south of the subject parcel is Silver Lake. The property to the east is the Overlook on Silver Lake, which is zone RG-3 (Group Housing Zone) and developed residentially. The property immediately north adjacent to the subject property is zoned C-2A (Limited Central Commercial) and is commercially developed. The property immediately west across North State Street is zoned C-2A (Limited Central Commercial Zone) and is developed commercially.

Comprehensive Plan:
The *2008 Comprehensive Plan* depicts the subject area as Commercial land use classification on Map 12-1: Land Development Plan Map. This land use classification was approved by City Council on April 13, 2015, as a part of the 2015 Comprehensive Plan Amendments. The proposed zoning classification of C-2A is consistent with this land use classification.

Request for C-2A (Limited Central Commercial Zone)
The following description of the C-2A zoning district is provided from Article 3 §14 of the *Zoning Ordinance.*

Section 14. - Limited central commercial zone (C-2A).

14.1 *Uses permitted.* In a limited central commercial zone (C-2A), no building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended, or designed to be used, in whole or in part, for any purpose, except the following:

(a) Retail stores.
(b) Business, professional or governmental offices.
(c) Personal service establishments.
(d) Restaurants.
(e) Service establishments.
(f) Hotels.
(g) Places of public assembly.
(h) Drive-throughs.
(i) One family residences, including attached and semi-detached dwellings, complying with the bulk standards of the RG-1 (General Residence) zone.
(j) Apartments and multi-family dwellings.

14.2 *Conditional uses.* The following uses are permitted, conditional upon the approval of the planning commission in accordance with the procedures and subject to the general conditions set forth in article 10, section 1:

(a) Parking lots and parking structures as a principal use on suitably landscaped lots.
(b) Fuel pumps accessory to a permitted use.

Recommendation of the Planning Staff and Planning Commission:

Staff supports the rezoning request from RG-3 to C-2A. The requested zoning is consistent with other properties in the area that front on North State Street. Additionally the rezoning is consistent with the *2008 Comprehensive Plan* as amended on April 13, 2015.

Staff's recommendation was made prior to the benefit of hearing the comments of surrounding landowners and residents. Following a public hearing on May 18, 2015, where no members of the public spoke with regard to the proposed rezoning, the Planning Commission unanimously recommended in favor of the proposed rezoning application. An excerpt of the draft minutes of the Planning Commission meeting is attached to this report.

Excerpt from DRAFT Minutes of the Planning Commission Meeting of May 18, 2015

Z-15-01 Lands of 801 Gold Coast, LLC at 801 North State Street: Rezoning from RG-3 to C-2A – Public Hearing and Review for Recommendation to City Council on a rezoning application for a 1.943 acre ± parcel. The property is zoned RG-3 (Group Housing Zone). The proposed zoning is C-2A (Limited Central Commercial Zone). The property is located on the east side of North State Street between the Silver Lake bridge and Lepore Road; the property is adjacent to Silver Lake. The owner of record is 801 Gold Coast, LLC c/o Luther D. Shank III. Address: 801 North State Street. Tax Parcel: ED-05-068.09-01-13.00-000. Council District 3. Ordinance #2015-02.

i. The Planning Commission on March 16, 2015 deferred consideration of this Rezoning Application Z-15-01 until a future meeting. Application is associated with request (MI-15-01A) for a Comprehensive Plan Amendment consisting of a land use classification revision to Map 12-1: Land Development Plan. The City Council took final action to approve Comprehensive Plan Amendment MI-15-01A at their meeting of April 13, 2015. The Rezoning Application is now eligible for consideration.

Representatives: Mr. John Paradee, Baird, Mandalas and Brockstedt

Mrs. Townshend stated that this is property located at 801 North State Street. The owner of record is 801 Gold Coast, LLC. The current zoning is RG-3 (Group Housing Zone) which in the *Zoning Ordinance* is really a townhouse zone. The proposed zoning requested by the applicant is C-2A (Limited Central Commercial Zone). This was previously on the Planning Commission agenda connected with the *Comprehensive Plan* Amendment that the Commission took action on in March. The recommendation of the Commission was not in favor of the Comprehensive Plan Amendment. Following a Public Hearing before City Council on April 13, 2015, they approved the *Comprehensive Plan* Amendment requested by the applicant. This rezoning application had been deferred pending the outcome of City Council's action on the Comprehensive Plan Amendment. Again, the current zone is RG-3 (Group Housing Zone). In looking at the surrounding land-uses there is property adjacent to the subject property that is zoned RG-3 (Group Housing Zone). The other properties that are adjacent to the subject property that are located fronting on State Street are zoned C-2A (Limited Central Commercial Zone). There are also some properties zoned C-1A (Limited Commercial Zone) across the street and then it transitions to the Highway Commercial Zone. This is consistent with the *Comprehensive Plan* as amended by City Council on April 13, 2015 and the C-2A (Limited Central Commercial Zone) is consistent with the zoning classifications in the surrounding area.

Mr. Paradee stated as Mrs. Townshend said, City Council did approve the Comprehensive Plan Amendment and that's because they found that the uses permitted in the C-2A (Limited Central Commercial Zone) district for this property would be consistent and compatible with existing uses in the neighborhood. There is property to the north and the west which is also zoned for commercial use and any concerns about the property located to the east which is residential can be addressed by the buffering provided by the Code through the Site Plan process. The criteria under the City of Dover *Zoning Ordinance* have been satisfied. The first is that the use permitted by the proposed rezoning would be compatible. As he mentioned, City Council during their hearing found that this was in fact the case. Second, adequate public services and infrastructure exist to serve the needs of the property. Third, the proposed rezoning is in accordance with the City's current *Comprehensive Plan* as recently amended by the City Council. Delaware law is very clear that the *Comprehensive Plan* has the force and effect of law and therefore at this point the use that is proposed by the rezoning being consistent with the *Comprehensive Plan* should be accepted as compatible.

Colonel Welsh opened a public hearing and after seeing that there was no one wishing to speak, closed the public hearing.

Mr. Ambruso moved to recommend approval to City Council for Z-15-01 Lands of 801 Gold Coast, LLC at 801 North State Street: Rezoning from RG-3 to C-2A, seconded by Ms. Still and the motion was approved by a roll call vote 8-0 with Mr. Cregar absent. Mr. Holden voting yes, as it is compatible, there are services and Council has endorsed the zoning. Mr. Tolbert voting yes, due to the application being consistent with the Comprehensive Plan. Mr. Holt voting yes, as it is consistent with the Comprehensive Plan. Mr. Baldwin voting yes, because it's consistent with the Comprehensive Plan. Dr. Jones voting yes, for all previously stated reasons. Ms. Still voting yes, due to the compatibility with the zoning. Mr. Ambruso voting yes, predicated on everyone's statements already mentioned. Colonel Welsh voting yes, based on all the opinions already expressed.

City of Dover

Department of Planning & Inspections

Application No.: Z-15-01



Plan Title: 801 North State Street Rezoning
Address: 801 North State Street
Parcel ID: ED-05-068.09-01-13.00-000
Plan Type: Rezoning
Current Zoning: RG-3
Proposed Zoning: C-2A
Owners: 801 Gold Coast LLC
Date: 1/21/2015

Legend

- Subject Property
- Zoning
- Dover Parcels

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0 325 650 1,300 Feet

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 01/28/15

CITY OF DOVER FIRE MARSHAL

APPLICATION: Lands of 801 Gold Coast LLC at North State Street: Rezoning from RG-3 to C-2A

FILE #: Z-15-01 REVIEWING AGENCY: City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika PHONE #: (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. N/A

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. No objections to the rezoning. Specific requirements may be required when proposed development occurs.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):
2012 NFPA Life Safety Code (NFPA; National Fire Protection Association)
2009 IBC (International Building Code)
Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
2012 Delaware State Fire Prevention Regulations
City of Dover Code of Ordinances

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

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JANUARY 28, 2015

CITY OF DOVER Electric & Public Works Departments

APPLICATION: **LANDS OF 801 GOLD COAST, LLC, 801 N. STATE STREET**

FILE #: **Z-15-01**

REVIEWING AGENCY: **City of Dover**

CONTACT PERSON: **Aren Wright - Electric**
Jason A. Lyon, P.E. – Public Works

CONTACT PHONE #: **ELECTRIC - 302-736-7070 PUBLIC WORKS – 302-736-7025**

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

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

CITY AND STATE CODE REQUIREMENTS

ELECTRIC / WATER / WASTEWATER / STORMWATER / STREETS / SANITATION / GROUNDS

1. Our office has no objection to the rezoning of: ED-05-068.09-01-13.00-000.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC / WATER / WASTEWATER

1. Should this site be redeveloped, which includes modifications to the use, the applicant / developer will be responsible for all costs associated with providing the appropriate meter / service / main to this site based upon the use including any necessary system upgrades or extensions. The appropriateness and adequacy of electric, water and sewer services and meters will be assessed at that time. (Please note that each water meter registered with the City of Dover must have a separate service line.) Should the existing water and sanitary sewer services no longer be required based upon the proposed use, they must be properly abandoned at the mains in accordance with all City of Dover Department of Public Works standards and specifications.
2. Any redevelopment shall adhere to the City of Dover Water/Wastewater Handbook, the Specifications, Standards & Procedures for City of Dover Public Works requirements, and the City of Dover's Electric Service Handbook.
3. Please note that renovations and or change of use projects must ensure that the water and wastewater service is brought up to current requirements. This may include relocating the water meter outside or changing service line sizes. Please ensure you schedule a meeting with the Department of Public Works during the planning phase for this site. Additional impact fees may apply for future development.

SANITATION

1. The City of Dover will continue to provide the current level of trash service to this address. If additional trash service is required, the owner shall secure a private company to take over the sanitation service.

STORMWATER / STREETS / GROUNDS

1. None.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC / WATER / WASTEWATER / STORMWATER / STREETS / SANITATION / GROUNDS

1. None.

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

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: January 28, 2015

D E L D O T

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APPLICATION: Lands of 801Gold Coast, LLC at 801 North State Street: Rezoning From RG-3 to C-2A

FILE#: Z-14-04 REVIEWING AGENCY: DelDOT

CONTACT PERSON: Julio F. Seneus PHONE#: 760-2145

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

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

CITY & STATE CODE REQUIREMENTS:

1. The Department has no comments for the proposed rezoning.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

- In order to be issued a Letter of No Objection (LONO), the department will require the applicant to provide the proper forms, fees, and plans.
- The Department will adhere to the comments made to the applicant for this project at the 9/4/2014 meeting.
- The applicant is required to obtain a utility permit from the DelDOT Central District for this project prior to performing any construction works within the right-of-way. Also a fiber optic line/conduit is located along the site frontage, and caution should be used during excavation.
- This development is located in the Dover US Route 13 / Bay Road Corridor Transportation Improvement District (TID), which was established by an agreement between DelDOT and the City of Dover on November 18, 2014. Under this agreement, developers have the option to pay an Infrastructure Fee when they apply for building permits as an alternative to DelDOT's standard development review process. Developers choosing to pay the fee are exempt from any DelDOT requirement to do a Traffic Impact Study and will receive a credit toward their fee for any offsite improvements they are required to build beyond their entrance construction.

  At present, DelDOT and the City are still working to establish a program of transportation improvements to be built in the TID and an Infrastructure Fee to fund those improvements. As

guidance, we offer the following rate schedule, which was developed for the Southern New Castle County TID. We anticipate that the fee structure to be developed for the Dover TID will be comparable.

- Detached Single Family Residential = $3,800 per unit
- Attached Single Family Residential = $3,200 per unit
- Multi-Family Residential = $2,800 per unit
- Commercial = $3.50 per square foot
- General Office = $3.50 per square foot
- Institutional = $2.00 per square foot

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

KENT CONSERVATION DISTRICT
800 BAY ROAD SUITE 2 • DOVER, DELAWARE • 19901 (302) 741-2600 EXT. 3 • FAX (302) 741-0347

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
February 2015

APPLICATION: Lands of 801 Gold Coast LLC.

FILE #: Z-15-01

REVIEWING AGENCY: *Kent Conservation District*

CONTACT PERSON: *David C. Cahill* **PHONE #:** *741-2600 ext.3*

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2014 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. Kent Conservation District has no objection to the re-zoning plan for the above referenced site.

ADVISORY COMMENTS TO THE APPLICANT:

1. If at any time expansion or earth disturbing activity (clearing, grubbing tree clearing etc.) takes place and exceeds 5000 square feet; a detailed Sediment and Stormwater Management Plan must be submitted and approved to the Kent Conversation District.

FINAL READING

CITY OF DOVER
PROPOSED ORDINANCE #2015-02

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 801 NORTH STATE STREET

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from RG-3 (Group Housing Zone) to C-2A (Limited Central Commercial Zone).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from RG-3 (Group Housing) to C-2A (Limited Central Commercial) on that property located at 801 North State Street consisting of $1.943^{+/-}$ acres, owned by 801 Gold Coast, LLC (Luther D. Shank III).
   (Tax Parcel: ED-05-068.09-01-13.00-000; Planning Reference Z-15-01; 3rd Council District)

ADOPTED: *

S:\ORDINANCES\2015\DRAFT\Ordinance #2015-02 - Rezoning-801 North State Street - Final Reading.wpd

Actions History

June 8, 2015 - Scheduled for Public Hearing/Final Reading by City Council
May 18, 2015 - Review by Planning Commission
April 13, 2015 - Planning Commission and City Council Public Hearings Rescheduled by City Council
March 16, 2015 - Consideration Deferred by Planning Commission
February 23, 2015 - Planning Commission and City Council Public Hearings Rescheduled by City Council
February 17, 2015 - Scheduled for Review by Planning Commission - Meeting Canceled due to Inclement Weather
February 9, 2015 - First Reading at City Council
January 26, 2015 - Scheduled for First Reading by City Council - Meeting Cancelled Due to Inclement Weather

Draft

PETITION TO AMEND AND ZONING DISTRICT
Public Hearing before the
Dover City Council
June 8, 2015

Applicants/Owners:	Blue Hen Mall, LLC Read Street LLC Blue Hen Apt, LLC
Address:	605, 625, 635, 645, 655 Bay Road 400 Haslet Street
Location:	East Side of Bay Road and South of Blue Hen Boulevard between Bay Road and Haslet Street
Tax Parcel ID #:	ED-05-077.00-01-19.00-000, ED-05-077.00-01-19.02-000, ED-05-077.00-01-19.03-000, ED-05-077.00-01-19.04-000, ED-05-077.00-01-19.05-000, ED-05-077.00-01-19.06-000, ED-05-077.00-01-19.07-000 ED-05-077.00-01-19.08-000, ED-05-077.00-01-19.09-000, and ED-05-077.00-01-01.00-000
Size:	80.02 +/- acres
Present Use:	Multifamily Residential, Office, Day Care, Retail, Restaurant
Proposed Use:	Multifamily Residential, Office, Day Care, Retail, Restaurant
Comprehensive Plan Designation:	Residential Medium Density and Commercial – Rezoning would include shifting the line between Land Use Classifications (a Minor Variation according to the *2008 Comprehensive Plan*). Letter attached from Office of State Planning Coordination.
Present Zoning:	RM-2/SC-3 (portions subject to SWPOZ)
Proposed Zoning:	RG-2/SC-2 (portions subject to SWPOZ)
Reason for Request:	To allow for additional apartment buildings on the east portion of the site and to bring the remaining Shopping Center area into compliance with the minimum land area requirement
Planning Commission Recommendation:	Following a public hearing on May 18, 2015 where no members of the public spoke with regard to the application, the Planning Commission recommended unanimously in favor of this proposed rezoning.
File Number:	Z-15-02

Existing Property

The property consists of 10 parcels of land, comprising 80.02 +/- acres on the east side of Bay Road, south of Blue Hen Boulevard, between Bay Road and Haslet Street. The east portion of the property is currently zoned RM-2 (Medium Density Residence Zone), and is developed as Blue Hen Apartments. There is also a day care center located along Blue Hen Boulevard north of the apartments. The west portion of the property is zoned SC-3 (Regional Shopping Center Zone) and includes the former Blue Hen Mall, which is now occupied by offices with portions of the building vacant, as well as several pad sites along Bay Road. The southwest area of the site is within the SWPOZ (Source Water Protection Overlay Zone) Tier 3 – Excellent Recharge Area, and a small portion of the northeast corner is within the SWPOZ (Source Water Protection Overlay Zone) Tier 1 – Secondary Wellhead Protection Area.

The rezoning request would change the property currently zoned RM-2 (Medium Density Residence Zone) property to RG-2 (General Residence Zone), and would change the currently zoned SC-3 (Regional Shopping Center Zone) property to SC-2 (Community Shopping Center Zone). The principal differences between the RG-2 and RM-2 zones include that the RM-2 zone permits a wider variety of housing types (townhouses and duplexes) than the RG-2 zone, and the RM-2 zone includes a density cap, while the RG-2 zone does not. As it relates to the Shopping Center zones, the minimum acreage specified in the *Zoning Ordinance* for SC-3 is 50 acres, while the minimum acreage specified for the SC-2 zone is 15 acres. With the rezoning of additional land as residential, the property would fall below the 50-acre threshold for the SC-3 zone. Additionally, the request would shift the line between the residential zone and commercial zone further west and would change the zoning designation of the daycare center from a residential zone (RM-2) to a commercial zone (SC-2).

Surrounding Land Uses:

The property is surrounded by a mix of land uses. To the east, adjacent to the Blue Hen Apartments, is the neighborhood of School View, which is zoned R-8 (One Family Residence Zone). The Kent County Levy Court building and East Dover Elementary School are zoned IO (Institutional and Office Zone) and located north of the subject property. The former Stover Professional Campus (now known as North Gate Center) is located south of the subject property and is zoned IPM (Industrial Park Manufacturing Zone), with the two parcels located on the west side of this campus zoned C-4 (Highway Commercial Zone). The Mainstay Suites occupies one of these parcels. On the west, the property is bounded by Bay Road. Properties across Bay Road include the Bay Court Plaza Shopping Center (C-4 and SC-2) and the DelDOT administrative complex (IO).

Comprehensive Plan:

The *2008 Comprehensive Plan* depicts the subject area as Residential Medium Density and Commercial land use classifications on Map 12-1: Land Development Plan Map. The proposed rezoning request would shift the line between these land use classifications west, adding additional land in the Residential Medium Density classification. The Comprehensive Plan allows for consideration of Minor Variations through the rezoning process.

1. **Minor Variations -** Any application for rezoning or annexation that is inconsistent with the City of Dover's Comprehensive Plan, but where the non-conformity is of a minor, relatively insignificant nature shall be considered a

minor variation. A rezoning shall be considered a minor variation from the Comprehensive Plan when the following conditions are met:

a. The rezoning is of a unique circumstance and cannot set precedent for other lands in the vicinity of the rezoning,
b. The relative size of the rezoning or the variation from the land use recommended by the Comprehensive Plan is so minor that it would have no impact on the goals and objectives of the Comprehensive Plan, and
c. The proposed zoning is adjacent to or in the immediate vicinity of other similarly zoned lands and would not alter the pattern of development in the area.

Planning Staff has reviewed this proposed rezoning in accordance with the criteria set forth and has determined that the rezoning request is a Minor Variation to the Comprehensive Plan. We further consulted with the Office of State Planning Coordination, which concurs with this determination. A letter from Connie Holland is attached.

Request for RG-2 (General Residence Zone)

The following description of the RG-2 zoning district is provided from Article 3 §2 of the *Zoning Ordinance.* Portions of this section not relevant to permitted and conditional uses have been omitted in the summary below.

Section 2. - General residence zones (RG-1 and RG-2).

2.1 *Uses permitted.* In a general residence zone, no building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except the following:

2.11 Any use permitted in one-family residence zones, except that:

Not more than one professional office or studio, other than accessory to a use otherwise permitted, shall be permitted for each 25 dwelling units or major fraction thereof on the lot. Such office or studio shall be only on the street floor of any building and on the floor immediately above the street floor only if there [shall] be direct access to such office or studio from outside the building.

2.12 Garden apartments limited to placement within the RG-2 district only.

2.13 Off-street parking accessory to uses located within the central commercial C-2 zone, provided that:

(a) Such parking is situated not more than 150 feet from the C-2 zone.

(b) Parking areas are screened by landscaping from adjoining properties used for residence.

(c) Illumination of parking areas is shielded from the view of adjoining properties used for residence.

2.14 Reserved.

2.4 *[Conditional uses.]* Conditional uses permitted upon the approval of the planning commission in accordance with the procedures and general conditions set forth in article 10, section 1 of this ordinance:

(a) Bed and breakfast inns in the RG-1 district only, subject to the following:

i. A bed and breakfast inn may only be established within a primary residential structure or an associated accessory structure.

ii. The owner of the property shall reside on the premises of the bed and breakfast inn or in an adjacent premises. However, if ownership of the property is in the name of a corporation, partnership, trust, etc., a full-time resident manager/operator/inn-keeper shall reside in the principal structure on the subject property or adjacent property.

iii. The principal structure shall contain at least one full bathroom for the exclusive use of the owner or resident manager and other members of the immediate household. In addition, one full bathroom shall be provided for each two guestrooms. Each full bathroom shall contain a minimum of one water closet (toilet), one lavatory (sink) and one bathtub or shower stall and shall comply with all applicable building and plumbing codes.

iv. The number of guestrooms requested shall be set forth in the application for conditional use. The planning commission shall expressly establish the maximum number of guestrooms permitted for any application for which approval is granted. In no case shall a bed and breakfast inn contain more than ten guestrooms.

v. Off-street parking shall be provided at a minimum of two spaces, plus one space per guestroom. Off-street parking shall be prohibited in the front yard, except that such parking which may be customarily accommodated on a single width driveway may be permitted. Required parking may be provided on the premises or off the premises, provided that such off-premises parking is located within 150 feet walking distance of the bed and breakfast property.

vi. Lot coverage for a bed and breakfast inn shall not exceed 60 percent of the lot.

vii. Signage is limited to one sign not to exceed six square feet in area. Signs may be illuminated, provided that internally illuminated signs shall be prohibited.

viii. Meals may be served to residents and overnight guests only. No cooking appliances or kitchenettes shall be permitted within the guestrooms, except small refrigerators and microwave ovens.

ix. The stay of overnight guests shall be limited to 30 consecutive days.

x. The owner/operator of a bed and breakfast inn shall maintain a current City of Dover business license, and the establishment shall be inspected by the City of Dover fire marshal and the City of Dover health inspector for compliance with all applicable life safety and health and sanitation codes.

(b) Student homes subject to the following siting and bulk criteria:

i. No student home shall be located closer than 500 feet from any other student home.

ii. The maximum allowable occupancy shall be four persons or the occupancy limit as determined by the building and fire codes adopted by the City of Dover, whichever is less.

iii. Two off-street parking spaces shall be provided per dwelling unit.

iv. A student home shall not be permitted to be established within any semi-detached dwelling, duplex dwelling, group dwelling, or townhouse dwelling unit.

v. Buildings or groups of buildings on the same lot with 15 or more units on the lot shall not be subject to the student home regulations.

vi. Student homes shall be licensed under chapter 10, Housing Code [chapter 22, Buildings and Building Regulations], article V [X], Rental Dwellings, of the Code of Ordinances.

vii. Student homes shall be subject to the provisions of chapter 10, Housing Code [chapter 22, Buildings and Building Regulations], article III [VIII], Leases, of the Code of Ordinances.

(c) Multiple dwellings subject to the following restrictions:

i. Conversions of single-family dwellings to multi-family residential dwellings shall be limited to the RG-2 district.

(d) Professional offices may be permitted on Governors Avenue between Water Street and Mary Street, and on Route 8, subject to the following restrictions:

i. The office operations shall be conducted in such a manner as to maintain the residential character of the surrounding neighborhood, and no changes or improvements shall be made to the premises which might preclude utilization of the premises for residential purposes in the future.

ii. There shall be no other professional office located in the same zoning district within 250 feet of the premises.

iii. No display of products or goods shall be visible from the street.

iv. There shall be no exterior effects such as noise, traffic, odor, dust, smoke, gas, fumes, radiation, or electromagnetic interference.

v. A minimum of two off-street parking spaces shall be required.

vi. No more than four off-street parking spaces shall be permitted. Furthermore, all off-street spaces shall be visually screened from adjacent residential uses, to the greatest extent possible, by employing a landscape screen no less than six and one-half feet high, which landscape screen shall be properly maintained throughout the duration of the professional office use on the subject premises.

vii. Signage shall be limited to one sign, not to exceed six square feet in area. No sign may be illuminated.

viii. The hours of operation shall not commence prior to 6:00 a.m. and shall cease no later than 8:00 p.m., with no more than four employees engaged in the operations upon the premises at any given time.

ix. The planning commission shall have the authority to impose such additional conditions and restrictions as may be necessary or appropriate to protect the general health, safety, and welfare of the residents of surrounding properties.

(e) In order to stimulate limited commercial activity in the RG-1 and RG-2 zones within the city's historic district zone and/or where a historic district property or a property listed on the National Register of Historic Places exists, and to make this area of historic Dover more attractive to tourists and residents, antique shops, art galleries, gift and card shops, book stores, specialty hobby stores, and restaurants with no alcoholic beverages may be permitted as accessory uses incidental to the principal residence, subject to the conditional use approval of the planning commission in accordance with Article 10—Planning Commission, Section 1—Approval of conditional uses, and subject to the following:

i. Total floor area of any nonresidential accessory use shall not exceed 2,000 square feet.

ii. A minimum of two off-street parking spaces shall be required to serve the residence and the accessory use.

iii. Signage for the accessory use is limited to one sign not to exceed six square feet in area. Signs may be illuminated, provided that internally illuminated signs shall be prohibited.

(b) Fuel pumps accessory to a permitted use.

The following description of the SC-2 zoning district is provided from Article 3 §17 of the *Zoning Ordinance*. Portions of this section not relevant to permitted and conditional uses have been omitted in the summary below.

Section 17. - Shopping center development [(SC-1, SC-2 and SC-3)].

17.3 *Permitted uses.*

17.31 In a neighborhood shopping center (SC-1), [the following are permitted uses]:

1. All uses permitted in the neighborhood commercial zone C-1, with no limitation on the size of establishments;

2. Business, professional and governmental offices, public libraries, banks and restaurants.

3. Retail and service establishments, subject to the following:

(a) The following uses shall be prohibited:

i. Wholesaling, warehousing, storage;

ii. Motor vehicle service, sales, and/or fueling stations.

(b) Gasoline pumps shall be permitted only as an accessory use and shall be subject to conditional use approval by the planning commission in accordance with Appendix B—Zoning, Article 10—Planning Commission, Section 1—Approval of conditional uses.

17.32 In a community shopping center (SC-2), [the following are permitted uses]:

1. All uses permitted in the neighborhood shopping center zone SC-1;

2. Banks, theaters and restaurants;

3. Outlets and pickup stations for laundries and cleaning establishments. Except in self-service, automatic laundry establishments containing not more than 30 washing machines, washing of wearing apparel on the premises is prohibited. Except for incidental removal of spots with flammable solvent, cleaning of wearing apparel or household effects on the premises is permitted only if nonflammable solvent is used.

4. Manufacturing, assembling, converting, altering, finishing, cleaning or any other processing of products where goods so produced or processed are to be sold at retail exclusively on the premises, provided that:

(a) An area fully concealed from any street and equal to not more than 20 percent of the area devoted to retail sales shall be so used;

(b) Except in connection with clothes pressing, electrical power not exceeding a total of five rated horsepower and steam pressure not in excess of 60 pounds of pressure per square inch shall be used exclusively;

(c) Not more than four employees are engaged in such production or processing.

5. Hotels and clubs.

6. Light motor vehicle service accessory to a permitted use, provided that all work is completed inside a building and that no automobiles are stored outside.

Recommendation of the Planning Staff and Planning Commission:

Staff supports the rezoning request from as submitted by the applicant. The request is consistent with the housing goal of the *2008 Comprehensive Plan* to "Encourage Balanced Housing Opportunities for All Income Levels and Phases in Life," as it allows for development of housing in a location that is convenient to and within walking distance of employment, education, services, and shopping. The existing Blue Hen Apartments have maintained nearly full occupancy, and the rezoning would allow the opportunity to add more units to this apartment complex. The proposed rezoning meets the criteria of a minor variation to the Comprehensive Plan. The rezoning of the SC-3 portion of land to SC-2 would keep the property in conformance with the area requirements for Shopping Center zones provided by the *Zoning Ordinance*.

Staff's recommendation was made prior to the benefit of hearing the comments of surrounding landowners and residents. Following a public hearing on May 18, 2015, where no members of the public spoke with regard to the proposed rezoning, the Planning Commission unanimously recommended in favor of the proposed rezoning application. An excerpt of the draft minutes of the Planning Commission meeting is attached to this report.

Excerpt from DRAFT Minutes of the Planning Commission Meeting of May 18, 2015

Z-15-02 Lands of Blue Hen Apt, LLC and Blue Hen CC, LLC and Read Street LLC: Rezoning from RM-2 and SC-3 with SWPOZ to RG-2 and SC-2 with SWPOZ – Public Hearing and Review for Recommendation to City Council on a rezoning application for a series of parcels comprised of the Blue Hen Apartment Complex and the Blue Hen Corporate Center Complex and totaling 80.02 acres. The properties are currently zoned RM-2 (Medium Density Residence Zone) and SC-2 (Community Shopping Center Zone) and remaining subject to the SWPOZ (Source Water Protection Overlay Zone – Tier 1: Secondary Wellhead Protection Area and Tier 3: Excellent Recharge Area). The properties are located on east side of Bay Road and south of Blue Hen Apt, LLC and Blue Hen CC, LLC (listed as Blue Hen Mall, LLC) and Read Street LLC. Property Addresses: 605 Bay Road, 625 Bay Road, 635 Bay Road, 645 Bay Road, 655 Bay Road and 400 Haslet Street. Tax Parcels: ED-05-077.00-01-19.00-000, ED-05-077.00-01-19.02-000, ED-05-077.00-01-19.03-000, ED-05-077.00-01-19.04-000, ED-05-077.00-01-19.05-000, ED-05-077.00-01-19.06-000, ED-05-077.00-01-19.07-000, ED-05-077.00-01-19.08-000, ED-05-077.00-01-19.09-000 and ED-05-077.00-01-01.00-000. Council District 2. Ordinance #2015-08.

Representatives: Ms. Andrea Finerosky, Blue Hen Apt, LLC

Mrs. Townshend stated that the Commissioners have Exhibit B located in their packets which goes through each of the parcels, the address associated, the size of the parcel, the owner of record, the existing zoning and the proposed zoning. The existing property is ten (10) parcels of land that comprises 80.02 acres of the east side of Bay Road, south of Blue Hen Boulevard, between Bay Road and Haslet Street. The east portion of the property is zoned RM-2 (Medium Density Residence Zone) and is developed as Blue Hen Apartments. There's also a day care center located along Blue Hen Boulevard north of the apartments. The western portion of the property is zoned SC-3 (Regional Shopping Center Zone) and includes the former Blue Hen Mall which is now occupied by primarily offices with portions of the building vacant as well as several pad sites along Bay Road. The southwest area of the site is within the SWPOZ (Source Water Protection Overlay Zone); the Tier 3 Excellent Recharge Area. There is a very small portion of the northeast corner of the site that is also within the SWPOZ Tier 1 secondary well-head protection area. If you look at the Map Exhibit provided by Staff, it shows those Source Water Protection Overlay Zone areas on the property.

The rezoning request would change the property that is currently zoned RM-2 (Medium Density Residence Zone) to RG-2 (General Residence Zone) and it would change a portion of the property that is currently zoned SC-3 (Regional Shopping Center Zone) to SC-2 (Community Shopping Center Zone). Additionally, the day care center is currently zoned RM-2 (Medium Density Residence Zone) so the zoning line would change to make that part of the shopping center zone. In addition to just rezoning the land that is RM-2 (Medium Density Residence Zone) to RG-2 (General Residence Zone), the rezoning line would shift to the west so that a portion of what is now the parking area at the Blue Hen Mall would become RG-2 (General Residence Zone). The primary differences between the RM-2 (Medium Density Residence Zone) and the RG-2 (General Residence Zone) relate in some ways to the housing styles. The RM-2 (Medium Density Residence Zone) which is the current zoning allows for housing styles such as townhouses that are not permitted in the RG-2 (General Residence Zone). The RG-2 (General Residence Zone) pretty much allows garden apartments, single family residences and apartments as a conditional use. In addition, the RM-2 (Medium Density Residence Zone) which is the current zoning of the apartments has an eight (8) dwelling unit per acre density cap; the RG-2 (General Residence Zone) does not include a density cap. In terms of the rezoning from

the SC-3 (Regional Shopping Center Zone) to the SC-2 (Community Shopping Center Zone) the threshold set in the *Zoning Ordinance* for the SC-3 (Regional Shopping Center Zone) is a minimum acreage of fifty (50) acres. With the rezoning of property to RM-2 (Medium Density Residence Zone) in the past and then the additional land that is being requested here for RG-2 (General Residence Zone), that residual area would be less than fifty (50) acres and therefore the SC-2 (Community Shopping Center Zone) would be more in conformance with the requirements of the *Zoning Ordinance*.

As it relates to the *Comprehensive Plan*, this area is shown with what is currently the day care center and the apartments as Medium Density Residential and everything to the west of that as Commercial. According to the *Comprehensive Plan* there is the ability to do what is considered a Minor Amendment or a Minor Variation which is any application for rezoning or annexation that is inconsistent with the *Comprehensive Plan* but where the non-conformity is of a minor relatively insignificant nature shall be considered a Minor Variation. A rezoning shall be considered a Minor Variation from the *Comprehensive Plan* when the following conditions are met: the rezoning is of a unique circumstance and cannot set precedent for other lands in the vicinity of the rezoning, the relative size of the rezoning or variation from the land-use recommended by the *Comprehensive Plan* is so minor that it would have no impact on the goals and objectives of the *Comprehensive Plan* and the proposed zoning is adjacent to or in the immediate vicinity of the similarly zoned lands and would not alter the pattern of development in the area. Whenever they receive an application for a rezoning that would be considered a Minor Variation to the *Comprehensive Plan*, they consult with the Office of State Planning Coordination. In this case, she did the same thing and there is a letter in the packet from Mrs. Connie Holland, the State Planning Director concurring that this shift on the line between the residential and commercial zone is minor in nature and that it should be considered just through the rezoning process. Page 7 of the Report has the Staff recommendation. The Staff determination is that request is consistent with the housing goal from *2008 Comprehensive Plan* to encourage balanced housing opportunities for all income levels and phases of life as it allows development of housing in a location that is convenient to and within walking distance of employment, education and services as well as shopping. The existing Blue Hen Apartments have maintained nearly full occupancy and the rezoning would allow them to add more units. In terms of the overall land-use, the Blue Hen Mall itself is continuing to have areas within the mall fit-out as offices. The Kent County Levy Court Complex is adjacent to the Blue Hen Mall complex. East Dover Elementary School is also adjacent to the complex and there are a number of shopping areas also within walking distance. In terms of proximity for this style of housing, and proximity to services, Staff believes that this is consistent with the character of the area.

Ms. Finerosky stated that she agreed with the DAC comments and Staff recommendations. They have met with the Planning Department several times prior to making this submission and sorting out what goes where and which zoning classification would be best and how to set it all up. Mrs. Townshend has been very instrumental in help them out with that process.

Colonel Welsh opened a public hearing and after seeing that there was no one wishing to speak, closed the public hearing.

Mr. Tolbert moved to recommend approval to City Council on Z-15-02 Lands of Blue Hen Apt, LLC and Blue Hen CC, LLC and Read Street LLC: Rezoning from RM-2 and SC-3 with SWPOZ to RG-2 and SC-2 with SWPOZ as submitted, seconded by Mr. Holt and the motion was approved by a roll call vote 8-0 with Mr. Cregar absent. Mr. Ambruso voting yes. Mr. Still voting yes, as it complies with the requirements for the application. Dr. Jones voting yes, in

consideration that Staff supports this request. Mr. Baldwin voting yes, based on Staff recommendation and approval. Mr. Holt voting yes, based on Staff recommendation. Mr Tolbert voting yes, he would like something to be done with Blue Hen Mall and it looks like they are going to do it. Mr. Holden voting yes, for the aforementioned comments and due to the fact that it's consistent with housing goal (of Comprehensive Plan). He appreciates the success of the existing Blue Hen Apartments. Colonel Welsh voting yes, he congratulated Blue Hen Apartments on the great job that they have done in the past and hopefully they will continue that in the future.

STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF STATE PLANNING COORDINATION

RECEIVED
APR 21 2015
CITY OF DOVER
PLANNING & INSPECTIONS

April 7, 2015

Ann Marie Townshend
Director
City of Dover
Office of Planning and Community Development
P.O. Box 475
Dover, DE 19903-0475

RE: Minor Variation from City of Dover Comprehensive Plan
Lands of Pettinaro – Blue Hen Corporate Center / Apartments
Comprehensive Plan Amendment (Commercial to Residential)
Tax Parcel(s): 2-05-07700-01-1909-00001
2-05-07700-01-0100-00001
2-05-07700-01-1903-00001
2-05-07700-01-1905-00001
2-05-07700-01-1907-00001

Dear Ms. Townshend,

We have received your letter regarding the minor variation from the City of Dover Comprehensive Plan for the above referenced parcel and concur with your determination. There will be no PLUS review required for this project as per the terms of our Memorandum of Understanding.

Please do not hesitate to contact David Edgell or myself if you have any additional questions regarding this project.

Sincerely,

Constance C. Holland, AICP
Director

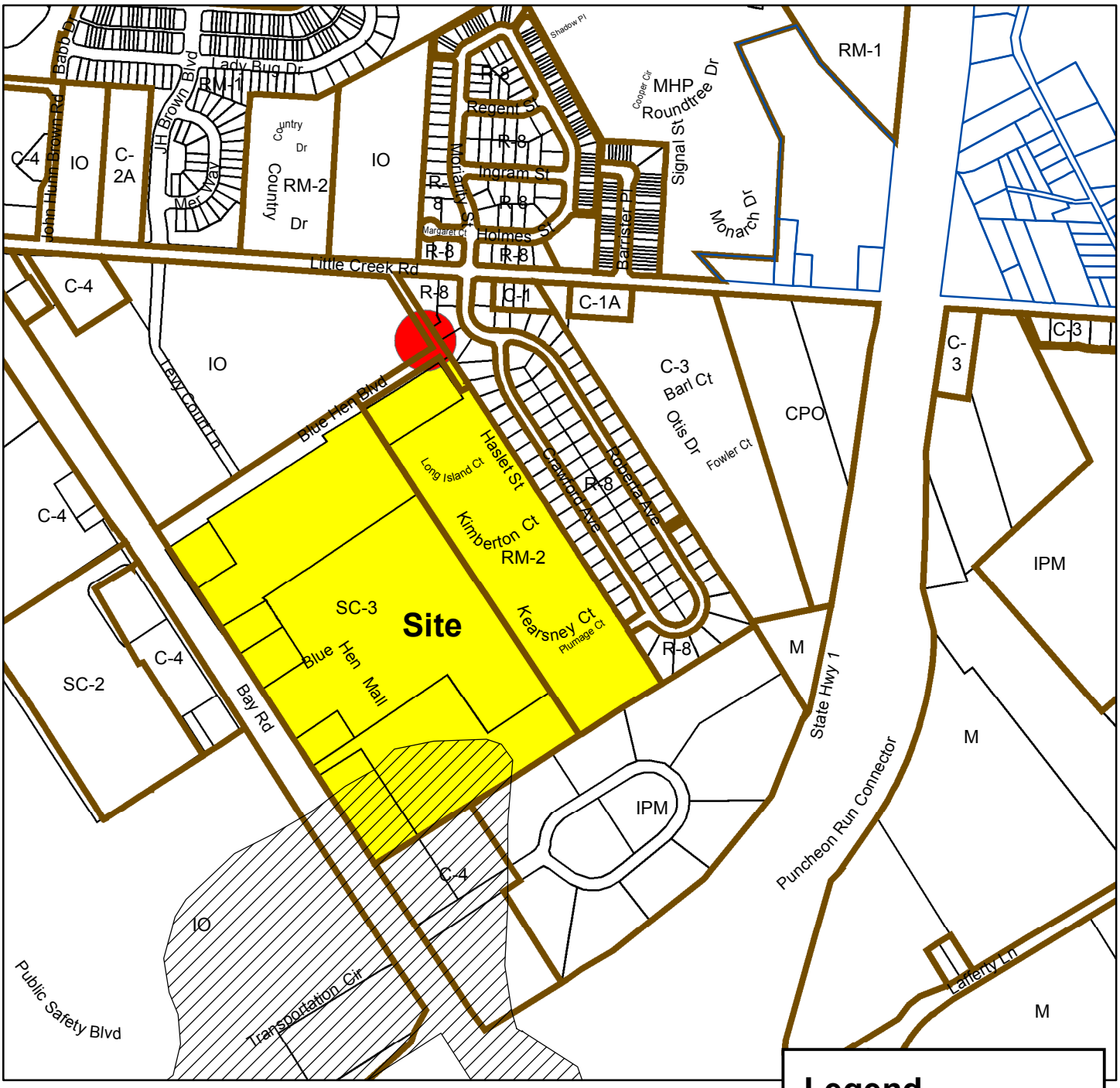
122 William Penn Street · Third Floor · Dover, DE 19901
Phone (302)739-3090 · Fax (302) 739-6958 · www. stateplanning.delaware.gov

City of Dover

Department of Planning & Inspections

Zoning Exhibit Map

Application No.: Z-15-02



Application #: Z-15-02
Address: 605, 625, 635, 645, 655 S Bay Rd
400 Hazlet St
Parcels: 10 parcels referenced in report
Acres: Total 80.02
Existing Zoning: SC-3 and RM-2, SWPOZ Tier1 and Tier 3
Proposed Zoning: SC-2 and RG-2, SWPOZ Tier 1 and Tier 3
Owners: Blue Hen Apt LLC
Blue Hen CC LLC
Read Street LLC
Date: 4/15/2015

Legend

- Subject Properties
- Zoning
- Dover Parcels
- SWPOZ Tier 1
- SWPOZ Tier 3

N
W
E
S

0 435 870 1,740 Feet

Z-15-02

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: May 6th, 2015

CITY OF DOVER FIRE MARSHAL

APPLICATION: Lands of Blue Hen Apt, LLC / Blue Hen CC, LLC / Read Street LLC

FILE #: Z-15-02 REVIEWING AGENCY: City of Dover, Office of the Fire Marshal

CONTACT PERSON: Timothy P. Mullaney Jr, Fire Marshal PHONE #: (302) 736-4457

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

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

CITY AND STATE CODE REQUIREMENTS:

1. **This office has no objection to the rezoning of the property. Review will be required when property is development.**

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):
2012 NFPA Life Safety Code (NFPA; National Fire Protection Association)
2009 IBC (International Building Code)
Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
2012 Delaware State Fire Prevention Regulations
City of Dover Code of Ordinances

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

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: APRIL 29, 2015

CITY OF DOVER Electric & Public Works Departments

APPLICATION: **LANDS OF BLUE HEN APT, LLC, BLUE HEN CC, LLC, AND READ STREET LLC**

FILE #: **Z-15-02**

REVIEWING AGENCY: **City of Dover**

CONTACT PERSON: **Aren Wright - Electric**
Jason A. Lyon, P.E. – Public Works

CONTACT PHONE #: **ELECTRIC - 302-736-7070 PUBLIC WORKS – 302-736-7025**

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

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

CITY AND STATE CODE REQUIREMENTS

ELECTRIC / WATER / WASTEWATER / STORMWATER / STREETS / SANITATION / GROUNDS

Our office has no objection to the rezoning of:

ED-05-077.00-01-19.00-000, ED-05-077.00-01-19.02-000, ED-05-077.00-01-19.03-000, ED-05-077.00-01-19.04-000, ED-05-077.00-01-19.05-000, ED-05-077.00-01-19.06-000, ED-05-077.00-01-19.07-000 ED-05-077.00-01-19.08-000, ED-05-077.00-01-19.09-000, and ED-05-077.00-01-01.00-000.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC / WATER / WASTEWATER / SANITATION / STORMWATER / STREETS / GROUNDS

1. Should this site be redeveloped, which includes modifications to the use, the applicant / developer will be responsible for all costs associated with providing the appropriate meter / service / main to this site based upon the use including any necessary system upgrades or extensions. The appropriateness and adequacy of electric, water and sewer services and meters will be assessed at that time. (Please note that each water meter registered with the City of Dover must have a separate service line.) Should the existing water and sanitary sewer services no longer be required based upon the proposed use, they must be properly abandoned at the mains in accordance with all City of Dover Department of Public Works standards and specifications.
2. Any redevelopment shall adhere to the City of Dover Water/Wastewater Handbook, the Specifications, Standards & Procedures for City of Dover Public Works requirements, and the City of Dover's Electric Service Handbook.
3. Please note that renovations and or change of use projects must ensure that the water and wastewater service is brought up to current requirements. This may include relocating the water meter outside or changing service line sizes. Please ensure you schedule a meeting with the Department of Public Works during the planning phase for this site. Additional impact fees may apply for future development.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC / WATER / WASTEWATER / STORMWATER / STREETS / SANITATION / GROUNDS

1. None.

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

KENT CONSERVATION DISTRICT
800 BAY ROAD SUITE 2 • DOVER, DELAWARE • 19901 (302) 741-2600 EXT. 3 • FAX (302) 741-0347

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
May 2015

APPLICATION: Lands of Blue Henn Apartments

FILE #: Z-15-02

REVIEWING AGENCY: *Kent Conservation District*

CONTACT PERSON: *David C. Cahill* **PHONE #:** *741-2600 ext.3*

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2014 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

1. Kent Conservation District has no objection to the re-zoning plan for the above referenced site.

ADVISORY COMMENTS TO THE APPLICANT:

1. If at any time expansion or earth disturbing activity (clearing, grubbing tree clearing etc.) takes place and exceeds 5000 square feet; a detailed Sediment and Stormwater Management Plan must be submitted and approved to the Kent Conversation District.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: April 28, 2015

D E L D O T

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APPLICATION: Lands of Blue Hen Apt., LLC and Blue Hen CC, LLC and Read Street LLC: Rezoning from RM-2 and SC-3 with SWPOZ to RG-2 and SC-2 with SWOP
FILE#: Z-15-02 REVIEWING AGENCY: DelDOT

CONTACT PERSON: Julio F. Seneus PHONE#: 760-2145

==========

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

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

CITY & STATE CODE REQUIREMENTS:

1. The Department has no comments for the proposed rezoning.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

1. In order to be issued a Letter of No Objection (LONO), the department will require the applicant to provide the proper forms, fees, and plans.

2. The applicant is required to obtain a utility permit from the DelDOT Central District for this project prior to performing any construction works within the right-of-way. This development is located in the Dover US Route 13 / Bay Road Corridor Transportation Improvement District (TID), which was established by an agreement between DelDOT and the City of Dover on November 18, 2014. Under this agreement, developers have the option to pay an Infrastructure Fee when they apply for building permits as an alternative to DelDOT's standard development review process. Developers choosing to pay the fee are exempt from any DelDOT requirement to do a Traffic Impact

Study and will receive a credit toward their fee for any offsite improvements they are required to build beyond their entrance construction.

At present, DelDOT and the City are still working to establish a program of transportation improvements to be built in the TID and an Infrastructure Fee to fund those improvements. As guidance, we offer the following rate schedule, which was developed for the Southern New Castle County TID. We anticipate that the fee structure to be developed for the Dover TID will be comparable.

- Detached Single Family Residential = $3,800 per unit
- Attached Single Family Residential = $3,200 per unit
- Multi-Family Residential = $2,800 per unit
- Commercial = $3.50 per square foot
- General Office = $3.50 per square foot
- Institutional = $2.00 per square foot

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

FINAL READING

CITY OF DOVER
PROPOSED ORDINANCE #2015-08

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTIES LOCATED AT 605, 625, 635, 645, AND 655 BAY ROAD AND 400 HASLET STREET

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of properties described below and further specified in Exhibit A to this ordinance from the existing zoning classifications to the proposed zoning classifications specified in Exhibit B to this ordinance.

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from the existing to the proposed zoning designations as specified in Exhibit B to this ordinance on those properties located at 605, 625, 635, 645, and 655 Bay Road and 400 Haslet Street, on the east side of Bay Road and south of Blue Hen Boulevard between Bay Road and Haslet Street, consisting of $80.02^{+/-}$ acres and depicted in Exhibit A to this ordinance, owned by Blue Hen CC, LLC; Read Street, LLC; and Blue Hen Apt, LLC.
   (Planning Reference Z-15-02; Council District: 2)

   Tax Parcels:
   ED-05-077.00-01-19.00-000; ED-05-077.00-01-19.02-000; ED-05-077.00-01-19.03-000; ED-05-077.00-01-19.04-000; ED-05-077.00-01-19.05-000; ED-05-077.00-01-19.06-000; ED-05-077.00-01-19.07-000; ED-05-077.00-01-19.08-000; ED-05-077.00-01-19.09-000; ED-05-077.00-01-01.00-000

ADOPTED: *

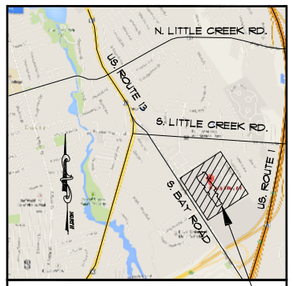
S:\ORDINANCES\2015\DRAFT\Ordinance #2015-08 - Rezoning 655 S. Bay Road - Final Reading.wpd

Actions History
June 8, 2015 - Scheduled for Public Hearing/Final Reading by City Council
May 18, 2015 - Review by Planning Commission
April 27, 2015 - First Reading by City Council

Draft

EXHIBIT A

Ordinance #2015-08



VICINITY MAP NTS.

SITE

DATA COLUMN

1. OWNER: BLUE HEN APT, LLC
234 NORTH JAMES STREET
NEWPORT, DELAWARE 19804
999-0708

BLUE HEN CC, LLC
234 NORTH JAMES STREET
NEWPORT, DELAWARE 19804
999-0708

2. PARCEL	EXISTING ZONING	PROPOSED ZONING
2-05-07700-01-1900	SC-3	SC-2
2-05-07700-01-1902	SC-3	SC-2
2-05-07700-01-1903	SC-3	SC-2 / RG-2
2-05-07700-01-1904	SC-3	SC-2
2-05-07700-01-1905	SC-3	SC-2 / RG-2
2-05-07700-01-1906	SC-3	SC-2
2-05-07700-01-1907	SC-3	SC-2 / RG-2
2-05-07700-01-1908	SC-3	SC-2
2-05-07700-01-1909	RM-2	RG-2 / SC-2
2-05-07700-01-0100	RM-2	RG-2

3. AREA TO BE REZONED RG-2

4. AREA TO BE REZONED SC-2

HASLET STREET

BLUE HEN BLVD.

LONG ISLAND CT.

KIMBERTON CT.

KEARSNEY CT.

PLUMAGE CT.

PROPOSED ZONING: RG-2

LANDS N/F
BLUE HEN APT, LLC
2-05-07700-01-1900
D-3580-0110
ZONED: RM-2
2.99 ACRES ±

LANDS N/F
BLUE HEN APT, LLC
2-05-07700-01-0100
PLAT BOOK-106 PAGE-43
ZONED: RM-2
20.66 ACRES ±

PROPOSED ZONING LINE

EXISTING DAYCARE FACILITY

EXISTING STORM WATER MANAGEMENT POND

EXISTING WOODS

PROPOSED ZONING: SC-2

PROPOSED ZONING LINE

BLUE HEN CORPORATE CENTER

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1903
D-3580-0110
ZONED: SC-3
12.82 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1905
ZONED: SC-3
23.16 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1907
ZONED: SC-3
13.21 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1902
ZONED: SC-3
1.41 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1904
ZONED: SC-3
.93 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1909
ZONED: SC-3
1.13 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1906
ZONED: SC-3
.92 ACRES ±

LANDS N/F
BLUE HEN CC, LLC
2-05-07700-01-1908
ZONED: SC-3
3.08 ACRES ±

LANE
FIRE

PETTINARO

234 North James Street
Newport, Delaware 19804
(302) 999-0708

CONSULTANTS

JOB NO. BLUEHN-POD EXP
DRAWN BY: JRR/JFM
CHECKED BY: WTN
SCALE: 1"=80'
DATE: 3-31-15
CAD FILE: Z:\BlueHen\site\Rezoning\Site plan

REVISIONS

- -
- -

BLUE HEN SITE

PROPOSED REZONING

655 S. BAY ROAD
DOVER, DELAWARE 19901

SITE PLAN

DRAWING TITLE:

SITE - 01

DRAWING NUMBER:

Ordinance #2015-08 - EXHIBIT B

Parcel	Address	Parcel Size (acres)	Owner	Existing Zoning	Proposed Zoning
ED-05-077.00-01-19.09-000	605 Bay Road	2.69	Blue Hen CC, LLC	RM-2 (Medium Density Residence Zone) and subject to the SWPOZ (Source Water Protection Overly Zone)	SC-2 (Community Shopping Center Zone) and RG-2 (General Residence Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone)
ED-05-077.00-01-19.02-000	625 Bay Road	1.41	Read Street LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone)
ED-05-077.00-01-19.00-000	635 Bay Road	1.13	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone)
ED-05-077.00-01-19.06-000	645 Bay Road	0.92	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone)
ED-05-077.00-01-19.03-000	655 Bay Road	12.82	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone) and RG-2 (General Residence Zone)
ED-05-077.00-01-19.05-000	655 Bay Road	23.16	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone) and RG-2 (General Residence Zone)
ED-05-077.00-01-19.04-000	655 Bay Road	0.93	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone)	SC-2 (Community Shopping Center Zone)
ED-05-077.00-01-19.07-000	655 Bay Road	13.21	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone)	SC-2 (Community Shopping Center Zone) and RG-2 (General Residence Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone)
ED-05-077.00-01-19.08-000	655 Bay Road	3.09	Blue Hen CC, LLC	SC-3 (Regional Shopping Center Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone)	SC-2 (Community Shopping Center Zone) and subject to the SWPOZ (Source Water Protection Overlay Zone)
ED-05-077.00-01-01.00-000	400 Haslet Street	20.66	Blue Hen Apt, LLC	RM-2 (Medium Density Residence Zone)	RG-2 (General Residence Zone)

City of Dover

May 28, 2015

Joe W. Burden, Jr.
1422 McKee Road
Dover, DE 19904

RE: Building Permit Application 15-471
Renovations at 742 Slaughter Street, Dover, DE 19904

Dear Mr. Burden:

Following the action by City Council on May 26, 2015, to declare the property at 742 Slaughter Street dangerous and order that the structures be repaired or demolished, our staff began review of Building Permit Application 15-471 for renovations to the principal structure on the subject property. The permit application was initially submitted on April 24, 2015, but it lacked the documentation necessary for review. A structural engineering report was submitted on May 19, 2015, and staff began the permit review following City Council's action on May 26, 2015.

The subject property is zoned RG-1 (General Residence Zone). The dividing of one-family residences into multiple units is no longer permitted within this zone. The continued use of one-family residences divided into multiple dwellings within the RG-1 zone is considered as a non-conforming use where such uses existed prior to the disallowance of such conversions. The Nonconforming uses are governed by the *Zoning Ordinance*, Article 7 – Nonconforming Buildings and Uses.

> *1.1 Any nonconforming use, except those nonconforming uses specified in [sub]section 1.5, may be continued indefinitely, but:*
>
> > *1.11 Shall not be enlarged, extended, reconstructed or placed on a different portion of the lot or parcel of land occupied by such uses on the effective date of this ordinance, nor shall any external evidence of such use such as traffic, noise, vibration, smoke, dust, odor, heat or glare be increased by any means whatsoever; or*
> >
> > *1.12 Shall not be changed to another nonconforming use without a special permit from the board of adjustment, and then only to a use which, in the opinion of said board, is of the same or a more restricted nature; or*
> >
> > *1.13 Shall not be reestablished if such use has been discontinued for any reason for a period of one year or more, or has been changed to, or replaced by, a conforming use. Intent to resume a nonconforming use shall not confer the right to do so.*

Subsection 1.5, referenced above includes specific expiration of nonconforming uses within residential zones that do not apply to this instance.

The principal structure on the property located at 742 Slaughter Street (referenced as units A and B during the City Council meeting) has been vacant for more than one year, and therefore the

multiple dwellings may not be reestablished at this location. Unit B has not had active utilities since August 30, 2012, and Unit A has not had active utilities since May 1, 2014. The structure must be restored as a one-family dwelling. As such, building plans that show how the structure will be restored as a one-family must be submitted for review prior to issuance of the building permit. Alternatively, we can issue the permit for the structural repairs identified in the structural engineering report only; however a separate permit with appropriate plans will be required to convert the dwelling back to a one-family dwelling. A certificate of occupancy will not be issued until this conversion is made in accordance with such permit.

Please let me know if you have any questions. I can be reached by e-mail at atownshend@dover.de.us or by phone at (302) 736-7196.

Regards,

Ann Marie Townshend

Ann Marie Townshend, AICP
Director, Planning & Community Development

ACTION FORM

PROCEEDING: City Council	**AGENDA: 06/08/2015**
DEPARTMENT OF ORIGIN: Finance	**DATE SUBMITTED: 6/04/2015**
PREPARED BY: Donna Mitchell, Controller/Treasurer	
SUBJECT: Electric Rates & Tariffs	
RELATED PROJECT: Cost of Service Study – Burns & McDonnell dated May 01, 2015	
APPROVALS: City Council	
EXHIBITS: Exhibit 1 – Current & Proposed Rates (Burns & McDonnell);	
TIMETABLE: To be implemented July 1, 2015	
RECOMMENDED ACTION: Staff recommends Council approval of the proposed electric rates and tariffs as provided by Mr. Ted Kelly of Burns & McDonnell on May 01, 2015.	

A primary driver behind this 2015 rate study update is commercial and industrial rate competitiveness. Burns & McDonnell was tasked with balancing appropriate allocation of cost recovery while developing regionally competitive electric rates. The study was completed with consideration of the forecasted power supply. The revised rates and tariffs are attached for implementation on July 1, 2015. The rates include a provision for implementation of a "Purchased Power Adjustment" to be implemented beginning July 1, 2017. The amount of this adjustment will be determined prior to the implementation date.

It is important to note, that these rates were forecasted to cover the years FY2016 through FY 2020. In doing so, the City will be required to use forecasted budget balances over the 8% policy in addition to funds in the rate stabilization reserve as a means of balancing the budget for the Electric Operating Fund. The financial forecast puts the Electric Revenue Fund within the policy requirement (8% - 12%) at the end of the first year.

PURCHASED POWER ADJUSTMENT
"PPA"

PPA for "all" Tariffs unless listed separately

Dover will bill customers a monthly purchased power adjustment (PPA) to recover fluctuating power supply costs caused by recurring changes in the price purchased power. The PPA is designed to manage power cost changes without having to make frequent changes to base rates. Residential Service, Small Commercial Service, Medium Commercial Service, Large Commercial Service, Primary Power Service, Transmission Voltage, and Firm Standby and Supplemental Service customers are all subject to a PPA charge on a cents per kWh basis.

All kwh - per kwh	0.00000

New PPA charge projected to be implemented July 1, 2017.

Effective Date: July 1, 2015

RESIDENTIAL SERVICE CLASSIFICATION
"R"

This rate is available throughout the City of Dover electric service area for household related services in a single private dwelling and incidental service outside of the home through the same meter, provided such incidental service does not exceed 20 KW of connected load. Service size cannot exceed 600 amps.

CHARACTER OF SERVICE
Secondary voltage, 60 cycle, alternating current, single phase service

Customer Charge	
Per bill	7.50
Energy Charge	
All kwh - per kwh	0.12030

MINIMUM MONTHLY BILL
The minimum monthly bill shall be the Customer Charge.

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 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

SMALL COMMERCIAL SERVICE CLASSIFICATION
"C and C1"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for small commercial and industrial purposes through a single meter. The maximum monthly usage must not exceed 3,500 KWH per month or have instrument rated metering. If there is a major change in the character of service or if the KWH usage exceeds 3,500 KWH for two (2) consecutive billing months, the account will be automatically transferred to the Medium Commercial Service Classification. If the customer's usage does not exceed 3,500 KWH after a period of one (1) year, the customer may be returned to the Small Commercial Service Classification.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable where available and at the option of the City.

Customer Charge	
Per bill - Single Phase Service	7.50
Per bill - Three Phase Service	22.50
Energy Charge	
Per KWH	0.10040

MINIMUM MONTHLY BILLING

The minimum monthly billing shall be the Customer Charge.

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

MEDIUM COMMERCIAL SERVICE CLASSIFICATION
"C2 and C3"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial purposes through a single meter having monthly usages of more than 3,500 KWH for two (2) consecutive months. If the customer has a major change in the character of service and falls below the above criteria, the customer may be returned to the Small Commercial Service Classification.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable and at the option of the City.

Customer Charge	
Per Bill - Single Phase Service	7.50
Per Bill - Three Phase Service	22.50
Demand Charge	
All KW, per KW	13.95
Energy Charge	
All KWH, per KWH	0.06770

DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter.

MINIMUM MONTHLY BILLING

The minimum monthly bill shall be the Customer Charge and a Demand Charge based on sixty percent (60%) of the greatest Billing Demand established during any month of the 12-month period ending with the current billing month.

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

LARGE COMMERCIAL SERVICE CLASSIFICATION
"C5"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial purposes having instrument rated metering. If there is a significant change in the character of service, the City will, at its option on a case by case basis, temporarily transfer the account to another tariff.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle alternating current, single or three phase service. Other voltages may be applicable when available and at the option of the City.

Customer Charge	
Per bill - single or three phase service	22.50
Demand Charge	
All kW - per kW	13.90
Energy Charge	
All kwh - per kwh	0.06770

DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter. In any month in which the average power factor at the delivery point is greater or less than ninety-five percent (95%) the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand X .95}}{\text{Average Power Factor}}$$

The city measures both leading and lagging power factor, treating both as non-unity power factors, and the customer is billed accordingly.

MINIMUM MONTHLY BILLING

The minimum monthly bill shall be the Customer Charge and a Demand Charge based on sixty percent (60%) of the greatest Billing Demand established during any month of the 12-month period ending with the current billing month.

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

PRIMARY SERVICE CLASSIFICATION
"P"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial customers taking delivery at the primary voltage available, and where the transforming and protective apparatus is furnished, owned and maintained by the customer.

CHARACTER OF SERVICE

Primary voltage, 60 cycle, alternating current, single phase or three phase service.

Customer Charge	
Per bill - single or three phase	15.00
Demand Charge	
All KW - per KW	11.25
Energy Charge	
All kwh - per kwh	0.06760

DETERMINATION OF DEMAND

The Billing Demand will be the maximum sixty (60) minute demand during the month, determined by a block demand meter. In any month in which the average power factor at the delivery point is greater or less than ninety-five (95%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand x .95}}{\text{Average Power Factor}}$$

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 bill shall be the Customer Charge and a Demand Charge which shall be based on the greater of three hundred kilowatts (300 KW) or 60% of the greatest Billing Demand established during any month of the 12 month period ending with the current billing month.

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. If a customer who is on the Primary Service Classification wishes to switch to the Large Commercial Service Classification, the customer may do so at the customer's choice. If such a change occurs, the City will determine on a case-by-case basis which portion, if any, of the customer-owned electrical equipment will be maintained by the City provided, however, that any equipment transferred to City ownership will be so transferred at no cost to the City.

Effective Date: July 1, 2015

TRANSMISSION VOLTAGE CLASSIFICATION
"T"

AVAILABILITY
This rate is available by special contract throughout the City of Dover electric service area to 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	0.06370

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

FIRM STANDBY AND SUPPLEMENTAL SERVICE CLASSIFICATION "SS"

AVAILABILTY

This rate is available throughout the City of Dover electric service area to customers for firm standby and/or supplemental electric service for commercial and industrial purposes whom would otherwise be billed from the C5: Large Commercial Service, P: Primary Service, or T: Transmission Voltage electric tariffs. Qualifying customers shall take delivery at the voltage available, and where the transforming and protective apparatus is furnished, owned and maintained by the customer.

To service customers with electric generation facilities used to serve onsite power requirements and requiring firm standby and/or supplemental electric service. This rate is not applicable for customers whom meet one or more of the following criteria:

1. Onsite generation is for emergency or testing purposes only.
2. Onsite generating capability is less than 500 kW.

Service under this schedule is also available to any specific generation customer who does not satisfy the provisions above and to whom providing service, in City of Dover's opinion, would be beneficial to its other customers.

CHARACTER OF SERVICE

Secondary or primary voltages, 60 cycle alternating current, single phase or three phase service.

Standby (Maintenance and Back-Up) Service Charges:

Customer Charge	
Per bill – single or three phase:	$30.00 per month
Demand Charges	
Daily Demand Charge:	$0.14 per kW day of actual demand
Reservation Charge:	$2.24 per kW of Contract Standby Billing Demand per month
Plus a distribution charge for the associated service voltage.	
Primary Distribution Charge:	$1.65 per kW of Contract Standby Billing Demand per month
Secondary Distribution Charge:	$2.16 per kW of Contract Standby Billing Demand per month
	Note: Distribution Charges are not are applicable where electric service is provided solely from the transmission system.
Energy Charge	
All kWh – per kWh:	0.05840

Supplemental Service Charges:

Supplemental Service shall be billed at the City of Dover's otherwise applicable electric rates.

DETERMINATION OF BILLING DEMAND

Standby Billing Demand – Standby billing demand is the summation of the maximum integrated sixty (60) minute standby demand delivered by the City of Dover each day of the billing period. Standby demand for each sixty (60) minute period is the integrated sixty (60) minute demand delivered by the City, but not exceeding the difference between the contract standby demand and the sixty (60) minute integrated kW output of the customer's generating unit(s), but never less than zero. In any

month in which the average power factor at the delivery point is greater or less than ninety-five (95) percent, the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand x .95}}{\text{Average Power Factor}}$$

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

Contract Reserved Standby Demand - The demand contracted shall not exceed the net dependable capability of the customer's generating equipment. This demand will remain constant unless agreed to by mutual consent and appropriate changes are made to the tariff agreement and the agreement executed by the City and the customer. If at any point, Standby Billing Demand exceeds Contract Reserved Standby Demand, the Contract Demand rating shall be revised to match the Standby Demand rating that exceeded the Contract Demand rating.

Supplemental Billing Demand - Supplemental billing demand for the month shall be the maximum sixty (60) minute integrated "Supplemental Demand" for the month. It is intended that this demand shall fairly represent the capacity which the City is required to stand ready to supply in excess of the customer's generating capacity. In any month in which the average power factor at the delivery point is greater or less than ninety-five (95) percent, the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand x .95}}{\text{Average Power Factor}}$$

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

Supplemental Demand - Determined for each sixty (60) minute interval as the net sixty (60) minute integrated demand delivered by the City of Dover minus the standby billing demand.

Installations which use this service in a manner such that measurement of a sixty (60) minute interval does not result in fair or equitable measure of the supply capacity required to serve the customer's load, then the measured demand may be adjusted taking into account the known character of use and the rating data of the equipment connected or from special tests. It is the intent of this provision that the demand billed shall fairly represent the customer's capacity requirement. In cases where City of Dover elects to use connected load instead of demand measurement as the method for determining demand, it will take into account the known character of use and the rating data of the equipment connected.

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.

RENEWABLE ENERGY CHARGE

All kilowatt-hours billed under this rate shall be subject to the “GEF” Rider.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge, Reservation Charge, Distribution Charge plus Adjustments.

The billing demand charge for all kW up to the maximum contracted standby requirements for each month will be billed at the maximum of:

The Reservation Charge plus any Primary or Secondary Distribution Charges per kW-month times the contracted standby demand requirements or $0.14 per kW-day of actual standby demand delivered.

All kW between the actual standby demand and the contract demand will be billed at the Reservation Charge rate plus any Primary or Secondary Distribution Charges per kW-month.

PUBLIC UTILITY TAX

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

TEMPORARY DISCONTINUANCE OF SERVICE

Where the use of energy is seasonal or intermittent, no adjustments will be made for a temporary discontinuance of service. Any customer prior to resuming service within 12 months after such service was discontinued will be required to pay all charges which would have been billed if service had not been discontinued.

TERMS AND CONDITIONS

Power factor at the time of the monthly peak demand must be maintained above 95%. Service hereunder is subject to the rules and regulations for electric service as adopted by City of Dover from time to time and on file with the City Clerk.

Service hereunder will be supplied at one location through one point of delivery and measured through one meter unless otherwise deemed necessary by City of Dover.

Customers electing to receive service under this rate tariff are required to provide a 60-month notice, in writing, prior to transferring from this firm supplemental and standby service to any of the City of Dover's firm full requirements service.

RULES AND REGULATIONS

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

Effective Date: July 1, 2015

OUTDOOR DEVELOPMENT LIGHTING RATE
(Residential Area Lighting Only)
"OL"

AVAILABILITY
This rate is available throughout the City of Dover service area for residential developments/mobile home park lighting.

CHARACTER OF SERVICE
Secondary voltage, 60 cycle alternating current, single phase.

TERMS OF SERVICE
The association and/or owner shall install and maintain all lighting and associated equipment. This rate applies to one metering point. If multiple metering points are required to reduce voltage drop, a totalized bill will be rendered. The metering point(s) will be governed by the City of Dover.

The initial term for lighting service shall be for one (1) year with automatic month to month extension until either party terminated this agreement via letter. Billing will be monthly. If this contract is terminated prior to the one year agreement, the customer shall reimburse the City of Dover for all expenses incurred.

Customer Charge	
Per Bill	8.25
Energy Charge	
All kwh - per kwh	0.11230

MINIMUM MONTHLY CHARGE
The minimum monthly bill shall be the Customer Charge.

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

PRIVATE OUTDOOR LIGHTING
SERVICE CLASSIFICATION

AVAILABILITY

This rate is available throughout the City of Dover electric service area for all-night outdoor lighting service for lighting of outdoor areas on private property.

CHARACTER OF SERVICE

UNMETERED - This will be the standard installation practice. The lights under this classification shall be fed directly from the City of Dover's energy source.

METERED - This classification will be available at the City of Dover's discretion and only when it is not feasible to install the lighting service from an unmetered source. These lights will have the energy supplied through the customers meter and the monthly rental fee shall be reduced to reflect this customer expense.

TERMS OF SERVICE

The equipment supplied will be the type of fixture currently being furnished by the City at the time of installation as described below in the Classifications of Security Lights, Decorative Lighting, and Roadway/Area Lighting. Lighting shall be from dusk to dawn each day.

The initial term for lighting service shall be for two (2) years. The City may require a fee if the installation is removed prior to the two (2) year term.

Where service is not associated with a metered service, a Customer Charge of $5.00 for residential lights and $10.00 for commercial lights will be added to cover the associated costs of billing and related consumer costs not reflected in the lighting schedule.

Unmetered - The City shall maintain, relamp, and supply the energy to the lighting equipment that it owns.
Metered - The City shall also maintain and relamp the lighting equipment it owns where energy is not supplied.

The City will perform relamping, repair, and/or maintenance during normal working hours within a reasonable period following notification by the Customer.

Customers requiring unique or unusual lighting service different than outlined below may obtain such service under a mutually agreeable contractual arrangement.

SECURITY LIGHTS

Includes a 2' (+/-) arm, pole not included. If a pole needs to be installed, the location shall be accessible to truck traffic via driveway, roadway, alleyway, or other public accessible parking areas. If a pole must be installed and the location is not truck accessible, a decorative lighting fixture may be installed at the applicable rated.

	Unmetered Monthly Charge	Est. Monthly KWH	Metered Monthly Rental Charge
100 watt HPS	7.70	47	2.72
175 watt MV	9.08	68	2.32
The following style is not available after February 28, 1997.			
70 watt HPS	6.70	33	

DECORATIVE LIGHTING

Includes a 18' fiberglass pole (15' above ground). The electrical service to these poles shall be underground; therefore, the installation location shall be accessible to trencher traffic.

	Unmetered Monthly Charge	Est. Monthly KWH	Metered Monthly Rental Charge
70 watt HPS w/o ladder rest	11.65	33	6.41
150 watt HPS w/o ladder rest	14.51	62	6.58
250 watt HPS w/o ladder rest	20.31	101	8.43

The following styles are not available after February 28, 1997:

	Monthly Charge	Est. Monthly KWH
175 watt MV w/o ladder rest	14.17	68
175 watt MV contemporary	14.81	68

ROADWAY/AREA LIGHTING

Includes choice of bracket from 8' to 16' if the fixture is accessible to truck traffic via driveway, roadway, alleyway, or other public accessible parking areas. If not accessible to trucks a 2' (+/-) arm shall be used. Pole not included.

	Unmetered Monthly Charge	Est. Monthly KWH	Metered Monthly Rental Charge
100 watt HPS	9.21	47	3.74
175 watt MV	10.30	68	3.20
250 watt HPS	14.29	101	4.03
250 watt MV	14.29	101	4.03
400 watt MV	19.16	154	4.21
400 watt HPS	19.25	155	4.27

POLE CHARGES PER MONTH

For each wood pole required exclusively for the support of lighting fixtures or lighting circuits under this service classification a per pole charge will be assessed as follows:

	Monthly Charge
Poles installed through February 28, 1997	2.09
Poles installed or changed out after February 28, 1997	3.22

PURCHASE POWER ADJUSTMENT

This rate will not be subject to the Purchase Power Adjustment Clause.

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.

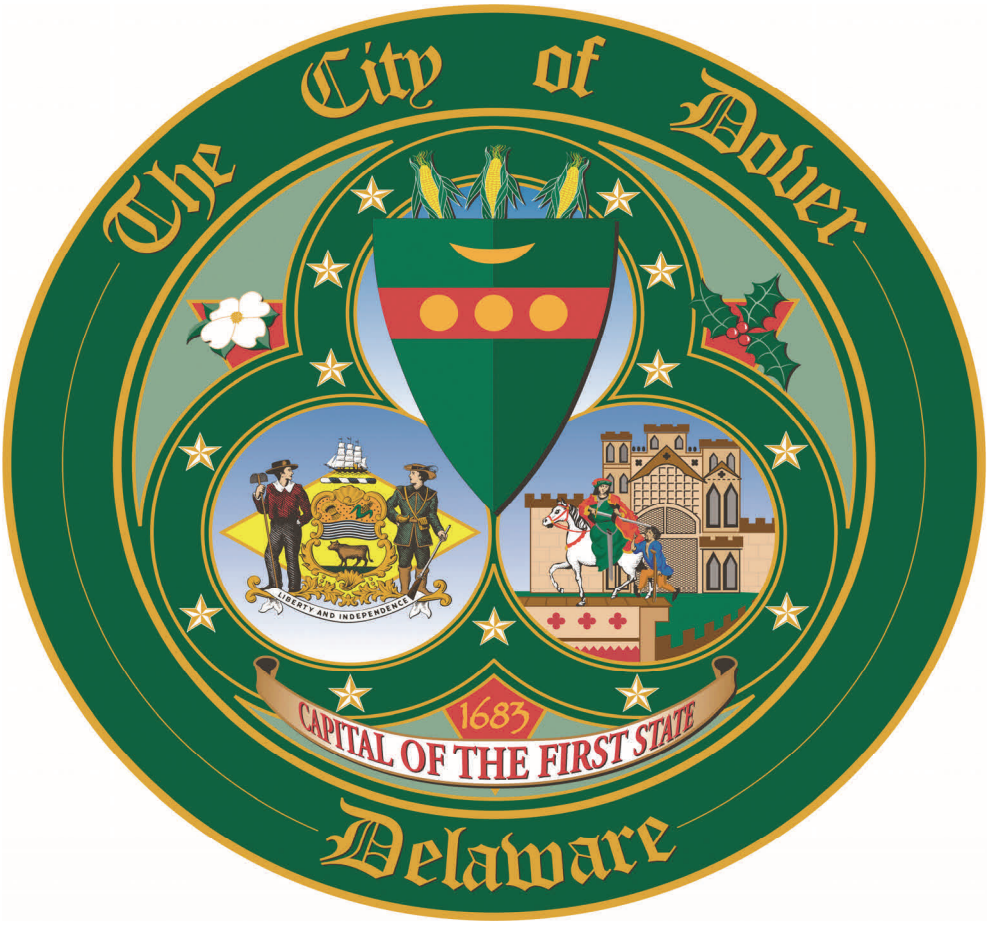
RULES AND REGULATIONS

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, Delaware

Department of Planning and Inspections & Recreation



2014 Annual Report

Planning, Inspections & Recreation

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Planning, Inspections & Recreation

2014 Annual Report

Introduction

2014 was an exciting and productive year for the Planning & Inspections and Parks & Recreation departments, although signs of economic growth continued to be slow and inconsistent.

As in prior years, institutional projects continued strong, contributing to the local economy. Notable construction projects included:

- Dover High School construction complete
- Continued expansion at Bayhealth
- Beginning construction of the Applied Optics Building at Delaware State University

Home2 Suites opened at the corner of East Loockerman Street and South DuPont Highway in September. Renovation work began on the former Uno's restaurant site and Dover Litho site to renovate these sites for new retail businesses. Progress continued on Uzin Utz Manufacturing and the Garrison Energy Center, as well as the infrastructure related to the Garrison Oak Technology Park. New apartment construction began on the Leander Lakes Apartments, just west of the Dover High School. So while growth was not as strong as it was during the robust economy, several major projects have provided indications that the economy is moving in the right direction.

In 2014, the Planning and Inspections Department spent a lot of time and effort preparing for the new Downtown Development District (DDD) Program. City staff worked closely with the Governor's Office and area legislators to provide feedback as the program was being developed. Once the General Assembly approved the legislation establishing the DDD program, staff worked hard to create a competitive application for Dover's DDD designation. The timing of this was perfect, as the *Restoring Central Dover* planning effort was completed in October, just in time for submission with the City's DDD application. With this plan and the DDD program, there is an increased energy surrounding Dover's downtown revitalization efforts.

The Parks and Recreation staff continued to work to develop programs to meet the diverse recreation needs of Dover's residents. The Department has continued to work to develop and build on partnerships with entities such as the Capital School District, Wesley College, Delaware State University, Dover YMCA, Delaware Senior Olympics, and Delaware Special Olympics. These partnerships have allowed for our Camp Small Wonder participants to take swimming lessons through the YMCA and have allowed us to grow our sports leagues in cooperation with the Capital School District.

The City has continued to aggressively address vacant and dangerous buildings. Six buildings and two pools were demolished by the City of Dover, and ten other buildings (including several pools) were either repaired or demolished by the owner due to dangerous building enforcement by the City. The Department's proactive approach to vacant building registrations has been effective in getting banks and management companies to

register vacant buildings and pay the associated fees in a timely manner. We continue to be hopeful that a turn-around in the economy and the energy created by the Downtown Development District will minimize the challenges that dangerous and vacant buildings present to our neighborhoods and that lots where buildings have been demolished will be sites for new construction.

Respectfully Submitted,

Ann Marie Townshend

Ann Marie Townshend, AICP
Director of Planning & Community Development

Building Inspections



Staff: Mike McGregor Building Inspector II; Greg Akers, Chief Building Inspector / Plans Examiner; and Chris Scott, Licensed Plumbing / HVAC Inspector II.

***New Construction, Renovations, Additions and Tenant Fit Outs*:** Mr. Akers: supervises construction inspectors, reviews construction documents and permits, meets with design professionals regarding construction projects and Dover's permit process. Mr. McGregor: reviews plans and permits, performs inspections of commercial, residential and manufactured buildings. Mr. Scott's responsibilities include plans review and per-

Personnel Changes

The continued dedication and professionalism of the staff of the Department of Planning, Inspections and Recreation is a critical element in providing services to the community. These qualities allow staff to successfully interact with the residents of our City and support continued community improvement. There were a number of staffing changes within the Department during 2014. The change is as follows:

- William Cook was hired as a Planner I in the Planning Department effective February 10, 2014.
- Dave Truax retired from the City after 24 years of service on May 16, 2014.
- Sam Gonzalez retired from the City after 17 years of service on June 6, 2014.
- Tim Mullaney Jr. was appointed as Fire Marshal on August 11, 2014.
- Jason Osika was promoted from Inspector I/Deputy Fire Marshal to Inspector II/Deputy Fire Marshal effective October 27, 2014.
- Matthew Brown was transferred from Inspector I/Code Enforcement Officer to Inspector I/Deputy Fire Marshal effective October 27, 2014.
- Velvet Bowen was hired as an Inspector I in Code Enforcement effective October 27, 2014.
- Jared Boesenberg was hired as an Inspector I in Code Enforcement effective December 1, 2014.

formance of plumbing and HVAC inspections for commercial and residential buildings under construction. The combined efforts of all staff resulted in the performance of 3,242 building inspections, 3,052 plumbing/mechanical inspections and 128 C/O inspections this year. 1,704 permits were issued in 2014.

Additional Duties: The Building Inspections staff assists in revitalizing existing structures through the plans and permits process, respond to inquiries related to construction, assists in property damage assessment after significant damage causing events occur, and enforces licensing of contractors and design professionals. The team provides guidance, support and proper enforcement of the codes for construction and or repairs regulated by the Building and Life Safety Codes.

Summary Description: "Building and Life Safety Codes address occupancy**,** structural strength, means of egress, sanitation, adequate lighting and ventilation, accessibility, energy conservation and life safety in regard to new and existing buildings, facilities and systems. These issues are specific to structures and adjacent structures as they may relate."

Qualifications: Dover's Building Inspectors are qualified via a combination of certifications and licenses. Our inspectors are required to achieve or exceed 45 hours of training within 3 year time periods in order to remain current. These qualifications combined with years of experience in both private and public sectors places them among the best in the industry.

Fire Marshal's Office

Staff: Pictured Left to Right;
Jason Osika , Deputy Fire Marshal / Inspector II
Timothy P. Mullaney Jr., Fire Marshal / Inspector III
Matthew Brown, Deputy Fire Marshal / Inspector I

The Fire Marshal's Office is responsible for conducting inspections annually in various occupancies such as Apartments, Assembly, Daycares, Health Care, Industrial, Mercantile, Schools, Hotels & Motels, and Businesses. The Fire Marshal's Office handles a variety of fire related complaints such as over-crowding, blocked means of egress, fire lanes, and impaired fire protection. The sprinkler, fire alarm, hood suppression, and other forms of fire protection are reviewed and tested by the Fire Marshal's Office. In addition to the inspection related responsibilities the Fire Marshal's Office is responsible for the investigation into origin and cause of fires and explosions within the City of Dover. The Fire Marshal's Office consists of one sworn law enforcement officer who oversees the criminal aspects of the fire investigations.



For the year 2014, the following is a breakdown of inspections / complaints handled by the Fire Marshal's Office: 379 Fire Code Inspections / Complaints handled, 77 Certificate of Occupancy Inspections, and Acceptances Tests, 99 Administrative walkthrough inspections, and 180 Life Safety Inspections for a total of 635

inspections /complaints handled for the year with 551 deficiencies found and corrected. In addition, this office reviewed a total of 81 Fire Protection Permits for new or modifications to fire protection systems in the City of Dover.

Fire Investigations for 2014 were as follows:

Fire Type	Number	Value of Loss
Accidental	44	$1,206,000
Incendiary	21	$171,600
Undetermined	6	$70,500
TOTAL	71	$1,448,100



640 Nimitz Road

Code Enforcement & Property Maintenance

Staff: Tim Taraila, Inspector III/Code Enforcement Supervisor; Ron Coburn, Inspector II/Vacant Buildings; David McGinnis, Inspector I; Velvet Bowen, Inspector I & Jared Boesenberg, Inspector I.

The Code Enforcement Officers entered a total of 4,007 cases into the H.T.E. system with regard to violations of the *Dover Code of Ordinances* and *Zoning Ordinance*. Based on the data demonstrating the reason for the inspections, more than 71 percent of cases are initiated by staff within the Department of Planning and Inspections. This includes the Code Enforcement, Fire Marshal, Licensing and Planning staff. Within these cases, 8,184 inspections were performed for code compliance. All cases entered must have an origination code, such as a citizen complaint or an officer's observation. See chart for breakdown of the reasons for inspections, the number of inspections performed by the Code Enforcement Inspections staff, and a list of the different types of inspections conducted. After struggling with how to respond to complaints that involve violations inside owner-occupied dwelling, particularly those involving insanitary conditions that create problems for neighbors, the Code Enforcement Division was successful in obtaining search warrants through Court 7 to gain access to dwellings. While this is a tool that will be used only when all other routes of addressing these violations are unsuccessful, it will allow the Code En-



Kirby & Holloway Family Restaurant
656 N. DuPont Highway

Types of Inspections/Cases Entered	
Annual Rental Housing Inspections	398
Property Maintenance Exterior	560
Tall Grass and Weeds	924
No Valid Business License	108
No Valid Building Permit	79
Zoning	104
Dover City Ordinances	652
All Others	1182
Total	**4,007**

forcement Division to address complaints that previously would have had insufficient resolution.

In addition, the Property Maintenance and Code Enforcement Officers conducted another 361 inspections relating to Fence and Sign Permits. The Officers also assisted in the collection of Itinerant Merchant Licenses during the two Race Operations conducted at Dover International Speedway. These operations were conducted during the spring and fall NASCAR sporting events.



***Vacant Buildings*:**

As part of the Vacant Buildings program the Code Enforcement Officers registered in 2014 a total of 277 buildings within the City limits of Dover and collected $104,000.00 dollars in registration fees from these registrations. Since the program began in 2007, a total of 1,406 structures have been registered as vacant. Currently, staff estimates that there are approximately 300 of these structures still vacant. Numerous previous registered vacant buildings have come into code compliance by either being re-occupied or by being demolished.

Causes for Inspections	
Citizen/Tenant complaint	738
Electric Department Referral	241
Other Agency Referral	173
Staff Initiated	2,855
TOTAL	**4,007**

Dangerous Buildings and Demolitions:

41 buildings or structures were active on the Dangerous Building list during 2014. Of these, the 12 structures were demolished, 8 by the City and 4 by the owner, with 6 additional structures coming into code compliance by renovations or abatement.



Licensing and Permitting

Staff: Angie Mangan, Office Assistant II, Debbie Krueger, Office Assistant II; and Kristen Mullaney, Licensing & Permitting Supervisor;

Demolished by the City:	238 N New St	**Repaired by Owner**
101 S Queen St	640 Nimitz Rd	43 S Kirkwood St
27 N New St	**Demolished by Owner**	830 Maple Pkwy
814 Maple Pkwy (Pool)	1131 Bay Rd, Lot #147	383 N Dupont Hwy
123 Blue Beach Dr (Pool)	39 N New St	803 Westview Terrance (Pool)
12 N New St	627 Nimitz Rd	231 Mifflin Rd (Pool)
1210 White Oak Rd	44 Girl Scout Ln	409 S Dupont Hwy



The Permit and Licensing staff is the first contact most customers have with the Department of Planning and Inspections and with the City of Dover.

This staff is responsible for the receipt and processing of all Permits, Business Licenses, Occupancy Permits, and Rental Dwelling Permits. In 2014, we can estimate that they completed more than 24,446 transactions involving applications, processing and issuing of permits and licenses. In addition to these transactions, they scheduled 7,406 building inspections, received property maintenance complaints and fielded and directed the telephone calls for all personnel in the Planning and Inspections Department. They responded directly to questions regarding all of the above and scheduled appointments and meetings as required. The charts included are examples of just some of the important work done by this staff. Their contributions to customer service are immeasurable. While much of their work cannot be directly quantified, without their efforts, the Department could not function. They present a high standard of prompt and courteous service.

Planning Office

Staff: Ann Marie Townshend, Director of Planning & Community Development; Tracey Harvey, Planner I; William Cook, Planner I; Maretta Savage-Purnell, Secretary II; Dawn Melson-Williams, Principal Planner.

Planning Applications/Boards and Commissions



The Planning Office coordinates the review and approval of all development applications within the City and provides support to the Planning Commission, Board of Adjustment, and Historic District Commission. During 2014, the Planning Office processed 74 new applications and continued review on applications that had been submitted in previous years.

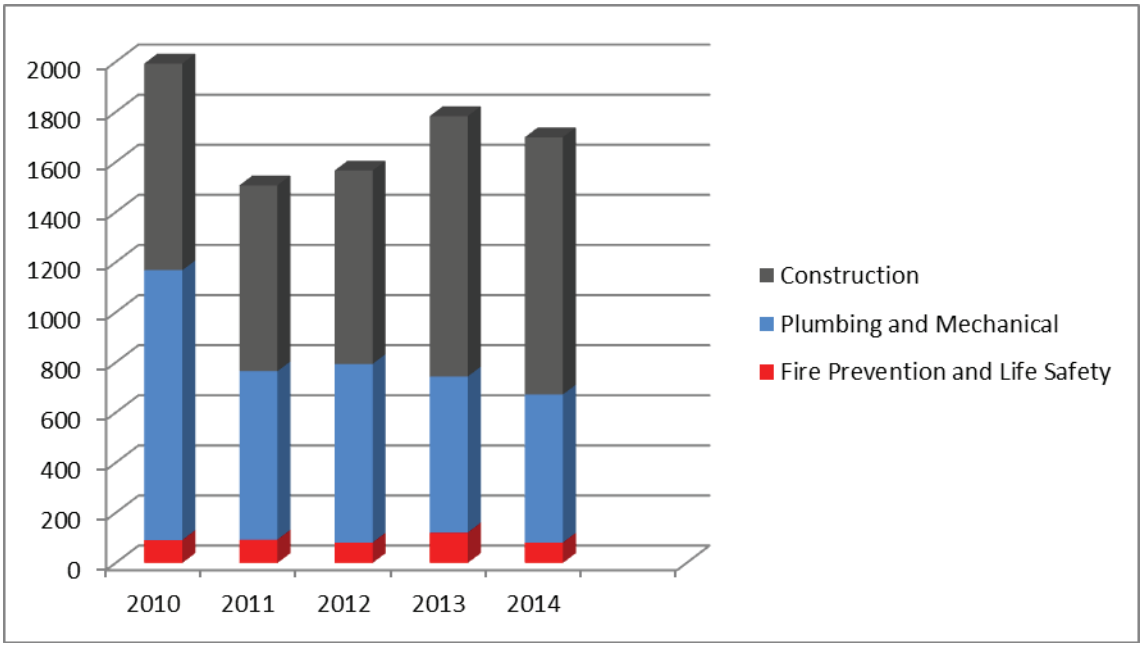
Community Development

The Community Development Block Grant Program (CDBG) expands opportunities and housing choices for low and moderate income persons living in Dover and protects the public health and welfare of Dover citizens. It performs the following tasks:

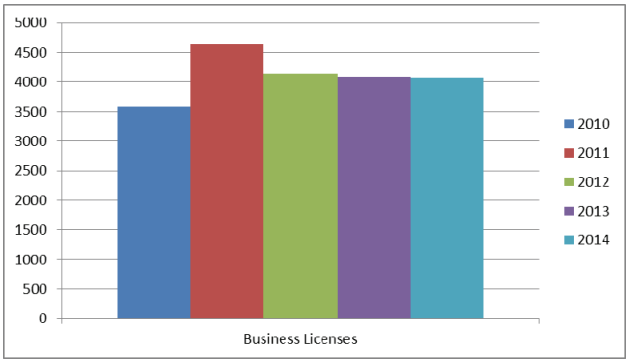
- Provide CDBG grants to sub-recipients that provide services to low/moderate income persons.

- Provides rehabilitation assistance to sub-recipients who service low/moderate income persons.
- Provides housing assistance to emergency shelters for the homeless.
- Provides sub-recipient grants to community non-profit organizations for projects in the City.

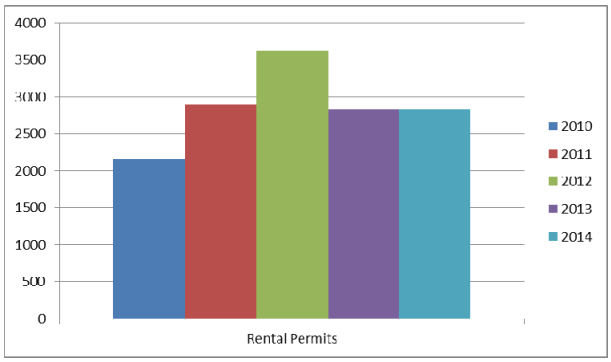
Permits Issued, 2010-2014



Business Licenses 2010-2014



Rental Dwelling Permits 2010-2014



2014: Welcome to Dover!
Progress in Pictures



7th Day Adventist School



Bayhealth at Blue Hen Corporate Center



CNB Bank



Redevelopment of Dover Litho Building



Early College High School

2014: Welcome to Dover!
Progress in Pictures



Family Dollar at 301 West Loockerman Street



Luther Village III on Babb Drive



Office Building by NBR Properties



Serenity Place on Martin Street

Inner City Cultural League Building



2014: Welcome to Dover!
Progress in Pictures



Uzin Utz Manufacturing facility
Lot 12 of Garrison Oak Technical Park



Noodles



Renovations at Winner Volkswagen Subaru



Garrison Energy
Center

The following projects were completed during the program year:

- **Milford Housing Development Corporation (MHDC) Emergency Home Repairs**—Emergency repairs have been completed on eleven (11) owner occupied homes eliminating severe housing conditions that constitute health and safety hazards year to date.
- **Milford Housing Development Corporation Homeowner Rehabilitation Program—**Repairs were completed on four (4) owner occupied homes bringing them in compliance with the City of Dover's Property Maintenance Code.
- **Homeownership Assistance Program**—Throughout the year, six (6) families closed on homes using the City of Dover's Homeownership Assistance Program and purchased affordable housing in the City.
- **Dover Interfaith Mission to the Homeless**—CDBG funds were utilized to cover the operations costs for the homeless shelter. Over 172 homeless men were serviced throughout the program year.
- **NCALL Research**— CDBG funds were provided for pre-purchase homeownership counseling to nine (9) Dover residents.
- **Elizabeth Murphey School**—CDBG funds were provided for renovations for one of the housing facilities located on the campus that services at risk youth.
- **Restoring Central Dover Initiative—**Restoring Central Dover is an initiative that was developed as a community wide effort to establish a revitalization plan for central Dover. The plan will focus on affordable housing, business development, strong community and infrastructure needs for central Dover to be developed as a vibrant business corridor. NCALL Research is the lead agency that will implement the plan and received a $90,000 grant from Wells Fargo in September 2013. The City was a stakeholder for this initiative and awarded NCALL $10,000 to support this initiative.

Comprehensive Plan Implementation Activities & Ordinance Development

The Planning Office is responsible for developing ordinances and other activities to implement the City's *2008 Comprehensive Plan*. In this regard, the following projects were priorities of the Planning Staff in 2014:

- **Bicycle & Pedestrian Sub-Committee –** The Planning Office participates in the monthly meetings of the Bicycle & Pedestrian Sub-Committee. In 2014, activities focused on the development of the Draft Bicycle Plan and Draft Pedestrian Plan in conjunction with the Dover/Kent County Metropolitan Planning Organization.

- **Capital City Trail –** Through the coordinated efforts of the City Planning Office, the Dover/Kent County MPO, and DelDOT construction of the Capital City Trail continued. The first section of the trail from Public Safety Boulevard to Martin Luther King Jr. Boulevard was completed. By the end of 2014 other phases of this multi-purpose trail system were under construction adjacent to the Delaware Public Archives parking area and along Park Drive. This completes the trail system from the St. Jones Greenway Isaacs Branch trail to Silver Lake Park.

- **Comprehensive Plan Amendments 2014** - A series of addendums to the text of the *Comprehensive Plan* were adopted by City Council on March 10, 2014. These Comprehensive Plan Amendments 2014 were related to a number of ongoing planning projects including the following items: A. Central Dover Community Plan with an addendum to Chapter 11 – Housing and Community Development Plan; B. Transportation Improvement District for the Route 13 and Bay Road Corridors with addendum to Chapter 9 - Transportation Plan; C. Citywide Parks and Recreation Needs Assessment; and D. Dover Transit Center Neighborhood Plan. One request was also received for an amendment to the Map 12-1: Land Development Plan; however, after the Planning Commission hearing this request was withdrawn. (Application MI-14-01).

In accordance with the approved procedure for annual amendments to the *Comprehensive Plan*, the Planning Office received in December 2014 a request to amend the Land Development Plan Map. That request along with a staff initiated text amendment to Chapter 13 – Annexation Plan, will be processed as Comprehensive Plan Amendments 2015 (MI-15-01).

- **Floodplain Regulations Ordinance Development -** A series of text amendments to the City's Floodplain Regulations to be in compliance with FEMA's regulations for the National Flood Insurance Program (NFIP) were developed by Planning staff with additional technical assistance provided by DNREC and their flood ordinance consultant. The Ordinance #2014-09 was adopted by City Council on June 9, 2014 to amend the *Dover Code of Ordinances*, Chapter 50 – Floods and other related chapters. These adopted text amendments were accepted by FEMA as being in compliance with the regulations of the National Flood Insurance Program (NFIP). This review and update of the City's Floodplain Regulations was required as new FIRM Maps (Flood Insurance Rate maps) that became effective in July 7, 2014.

- **New Community Flood Insurance Rate Maps** - As of July 7, 2014 a new series of Community Flood Insurance Rate Maps (FIRM Maps) became effective for the City of Dover. These official maps depict the location of Special Flood Hazard Areas and the risk premium zones for our community showing Special Flood Hazard Areas (100-year floodplain), flood hazard risk zones and other flood-related information. Several map panels for the City were updated as the result of recent flood studies completed for areas of Kent County. The FIRM Maps are available on the website http://msc.fema.gov

- **Application to Certified Local Government Program** - The Planning Office presented information on the Certified Local Government (CLG) program to the Planning Commission and Historic District Commission in August. Staff worked on gathering the information for the Certified Local Government application and the resume information from the Historic District Commission members. At the end of 2014, the DRAFT application for the Certified Local Government (CLG) application was complete and pending review for submission.

- **Delaware Population Consortium** - Planning Staff continued to attend the Delaware Population Consortium (DPC) meetings. The Consortium reviews population and demographic information in preparation to provide 30-year population and employment projections for the State, counties, and selected municipalities including the City of Dover. At the DPC Annual Meeting on October 30th, the Consortium adopted the yearly population projections and the Population Projection Series covering 2010-2040. The DPC estimates the population of Dover to be 37,540 people (as of July 1, 2014). It is expected that a cost sharing formula will be developed for all DPC member agencies to assist in funding the development of the yearly projections beginning in 2015.

- **Ordinance Amendments** – A number of text amendments to the *Zoning Ordinance* occurred in 2014. The process of text amendment and ordinance adoption involves research by the Planning Staff, consultation with stakeholders on specific topics, review by City Council Committees and then formal review and public hearings by the Planning Commission (for recommendation) and City Council (final action). See summary table as follows for 2014 activity.

Major Projects and Construction Activity

- **New Dover High School Project (C-10-05, S-11-18, MI-13-18)**

  Construction activities related to site improvements and the building construction activities continued in 2014 at the new Dover High School project site. The monthly coordination meetings (January –November) on the project were held by City Staff with project construction managers, the Capital School District, and the other involved City and State agencies.

The Planning Staff continued to work with the Capital School District and DelDOT regarding pedestrian safety concerns for the school project. The sidewalk improvement project for the north side of Route 8 was designed by DelDOT and bid in May. In June, the sidewalk improvement project for the north side of Route 8 began with the East Entrance construction with the installation of the HAWK signal following in the summer months. During early August Staff assisted in the educational outreach regarding the HAWK signal, ensuring the availability of accessible pedestrian pathways from Village of Westover and Village of Cannon Mill to the school property,

In Spring 2014, meetings discussed the requirements for the Temporary Certificate of Occupancy from all involved agencies. Specific inspections related to occupying the school building began in May 2014 and continued through the summer. The project faced significant compliance issues with DNREC regarding erosion and sediment control issues on the project site. Fire Marshal's Office worked with the District regarding outstanding fire protection items and how to authorize furniture move-in and building occupation. The Planning Office began Site inspections in June for compliance with the approved Site Development Plan. In July 2014, a Temporary Certificate of Occupancy was issued with conditions and limitations on the authorized use of the high school building and its immediate environs. This allowed for limited to move-in and unpacking activities, preparation for school activities and student registration only. With a Temporary Certificate Occupancy of

File Number & Ordinance	**Topic**	**Text Amendment**	**Action Date**
MI-14-02 Ordinance #2014-05	Professional Offices added as conditional uses in RG-1 and RG-2 for areas of Governors Avenue and Route 8 with restrictions	*Zoning Ordinance* Article 3 Section 2.4(d)	Adopted: May 27, 2014
MI-14-03 Ordinance #2014-06	Light motor vehicle service as accessory use in SC-2 zone	*Zoning Ordinance* Article 3 Section 17.32	Adopted after amendments: May 12, 2014
MI-14-08 Ordinance #2014-09	Updates to provisions for flood hazard areas (Coincides with new effective FIRM Maps)	*Dover Code of Ordinances* Chapter 50—Floods and Chapter 22—Buildings and building Regulations	Adopted: June 9, 2014 New FIRM Map Panels: Effective date July 7, 2014
MI-14-10 Ordinance #2014-08	Revisions to Commercial Zones: IO, C-1, C-1A, C-2, C-2A, C-3, C-4, CPO including uses and bulk standards Revisions to Site Development Plan process	*Zoning Ordinance* Article 3 Sections 10-16 and 26: Article 4 Sections 4.14 and 4.15; Article 10 Section 2; Article 12 Definitions	Adopted: July 14, 2014
MI-14-12 Ordinance #2014-18	Eliminates 40 ft. perimeter buffer requirement in PND Revisions to front and rear setbacks in PND (Retroactive to previously approved PND projects)	*Zoning Ordinance* Article 3 Section 24.62; Article 4 Sections 4.10 and 4.11	Adopted: October 27, 2014
MI-14-13 Ordinance #2014-19	Added provisions to make it unlawful to sweep, blow, or otherwise discharge grass clippings to street, sidewalk, storm drains & watercourses	*Dover Code of Ordiances* Chapter 98-(c)	Adopted: September 8, 2014
MI-14-14 Ordinance #2014-20	Revisions to requirements for Site Development Plan review by Planning Commission (related to impervious surface	*Zoning Ordinance* Article 10 Section 2.1	Adopted: October 13, 2014

August 21, 2014, the use and occupancy of the New Dover High School Building was allowed for the opening of the school to students.

The stadium and athletic field areas remained under construction during the summer months and Staff visited the site almost weekly to assess progress. In a Temporary Certificate of Occupancy was issued August 21, 2014 with conditions and limitations on the authorized use of the stadium and athletic field areas.

These Temporary Certificates of Occupancy (high school building and stadium/athletic field site areas) were extended multiple times through the end of 2014 and currently remain in place. In the fall and winter project site work remained to be completed for the baseball/softball field areas, eastern areas of the site, tree plantings, and other site stabilization work. In 2015 upon completion of the site work at the New Dover High School, City Staff will complete final inspections.

- **Garrison Oak Technical Park**
  The construction of the infrastructure for the Garrison Oak Technical Park began in 2014. The overall subdivision of the Technical Park into fifteen (15) lots occurred with Subdivision Plan SB-09-06F. The capital improvements to this City owned property include a new City street and utility infrastructure (water, sewer, and electric) to serve the Technical Park. The construction includes the loop road known as Garrison Oak Drive which interconnects to White Oak Road in two locations and stormwater management facilities. Also a sanitary sewer pump station and water tower are planned for the location. The Dover Sun Park exists already within the Technical Park and during 2014 construction continued on the development of Lot 7 for the Garrison Energy Center and Lot 12 for the Uzin Utz Manufacturing facility.

- **Garrison Energy Center (Master Plan S-12-03/ Phase 1 S-12-17)**
  The Planning Staff participated in weekly/bi-weekly coordination conference calls with Calpine regarding the Garrison Energy Center project at 450 Garrison Oak Drive (Lot 7 of the Garrison Oak Technical Park). The Final/Final Administrative Site Plan approval for the Garrison Energy Center Phase 1 was granted on September 6, 2013 subject to conditions of approval. As of January 2014 construction activities continue with many Foundation Building Permits for the project continuing to be received for review and inspection. In August 2014, the Planning Office received an Administrative Site Plan (S-14-20) for the addition of a Fuel Oil Tank as an alternate fuel source; the proposal remains under review with the technical review agencies for final permitting including receipt of State DNREC permits for the Above Ground Storage Tank. Associated with the project, the planting of 378 trees of the Tree Mitigation Park are being planted in off-site locations in Dover. The Garrison Energy Center anticipates commencement of operation in mid-2015.

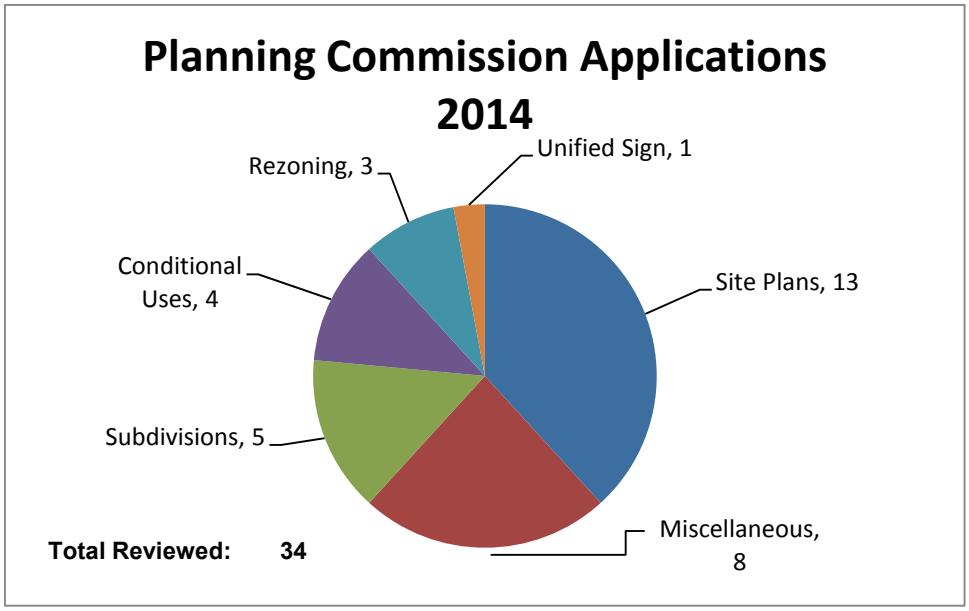
- **Uzin Utz (Site Plan S-13-20)**
  Planning Staff attended the groundbreaking ceremony in May for the Uzin Utz Manufacturing facility to be constructed at 200 Garrison Oak Drive (Lot 12 of the Garrison Oak Technical Park). The Final Site Plan approval was issued on June 23, 2014 and preparation for site construction activities began. Building Permit #14-477 was issued shortly thereafter and construction and the associated inspections are on-going. A variance regarding fence height for the project was approved by the Board of Adjustment in October (V-14-12).

- **Other Construction Activities**
  A significant number of large construction projects began and were progressing in 2014. To begin each project, the Planning Staff conducts a City of Dover Pre-Construction meeting to introduce project managers and contractors to the various City departments and construction permitting and inspection procedures. The following projects began in 2014:

- *Delaware State University Applied Optics Research Building* project: Phase 2 Building 1 (S-13-02). With its construction, the project will add a 27,660 SF research building to the campus.
- *Family Dollar* project at 300 West Loockerman Street: Project to demolish the existing building and construct a new retail commercial building. (HI-13-02, S-13-12)
- *Luther Village Planned Neighborhood Design – Senior Citizen Housing Option, Phase 3* project: Construction of the third apartment building with residential activity building on the site off Babb Drive. This building will add 48 apartment units to Luther Village. (C-13-03)
- *North Street Pocket Park* (S-13-10) located at 301 South Governors Avenue: A previous vacant lot was transformed with brick paving, tree planting, landscaping, and seating areas.
- *Leander Lakes Apartment complex* project: The 240 unit apartment complex will be located south of Forrest Avenue/Route 8 and west of Dover High Drive. The project includes the construction of the next segment of Dover High Drive to connect to Tribbitt Street. Site work on the stormwater management ponds and infrastructure began in late August 2014 with Building issued for two apartment buildings and the Community Center building. (S-12-18)
- *Office at 6 South State Street*: Permits were issued in early August for the site improvements to create a parking lot associated with the conversion of the building at 6 South State Street to office space. (HI-14-03 and S-14-11).
- *Nottingham Meadows Subdivision*: In September a series of Building Permits were issued for construction of single family detached houses within the Nottingham Meadows subdivision. Construction is resuming on the vacant lots in this subdivision under a new owner with K. Hovnanian Homes as the builder. (MI-13-10 and SB-04-01)
- *Solid Rock Baptist Church Community Center Building* at 109 N. West Street: Construction of a community center building as associated parking lot. (S-13-05)
- *New Showroom and Service Building for Winner Ford* at 591 South DuPont Highway: Project involves demolition of existing showroom building and construction of a new showroom and service building in its place. (S-14-02)
- *Office Building at 850 New Burton Road*: Construction of a new office building by NBR Properties. Including the demolition of the old Kirk Plumbing building on the property. (S-14-01)

Boards and Commissions

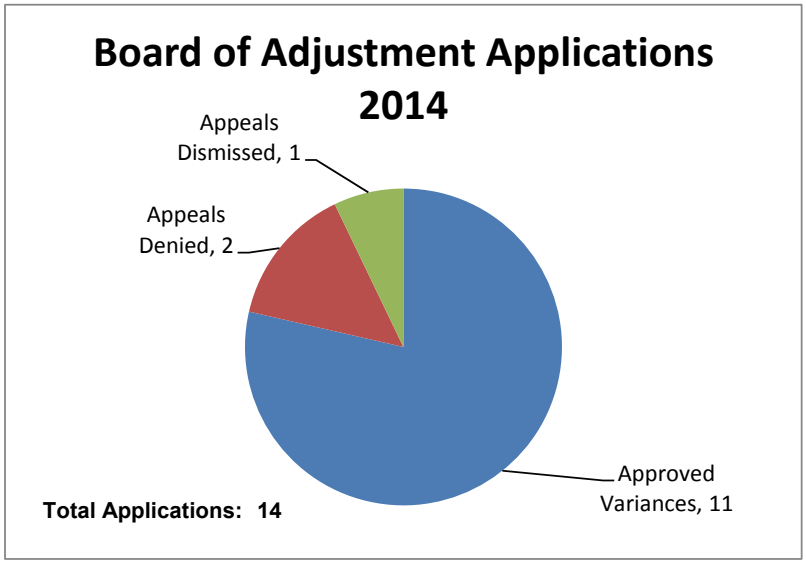
Planning Commission



The Planning Commission consists of nine members with Col. Robert Welsh as Chairman and Fred Tolbert as Vice-Chairman. The Planning Commission met monthly in 2014. The Planning Commission reviewed 34 applications for 2014. The Commission reviewed 13 Site Plans, 4 Conditional Use Plans, 4 Minor Subdivision Plans, 1 Major Subdivision Plan, 1 Comprehensive Unified Sign Plans, and 8 Miscellaneous applications. The Site Plans reviewed by the Planning Commission included the redevelopment of the Playtex property at Division Street and North DuPont Highway, site improvements related to the renovation of 6 South State Street, and new showrooms for Winner Ford and Winner Volkswagen. The Conditional Use applications personal services on Loockerman Street, a professional office on Kings Highway, and an pavilion at the YMCA's Kent Swim site (formerly Kent Swim Club). The Planning Commission made recommendation to City Council on 3 Rezonings. There were an additional eleven applications that were submitted to the Planning Office for administrative review. This included 11 Administrative Site Plan, two ordinance revisions not reviewed by the Planning Commission, one Miscellaneous application, one PND Conceptual Sketch Plan, and 3 information files.

Board of Adjustment

The Planning Office received 14 applications to the Board of Adjustment in 2014. Three of theses were appeals of the City Planner's decisions; and eleven were applications for variance. Of those, all eleven variances were approved; two appeals were resolved in favor of the City Planner's decision; and one appeal was dismissed by the Board. Of the variances heard by the Board, three were sign variances, one was a parking variance, and the remainder were standard area variances. The Board of Adjustment has a narrow focus in its role, as specified by the *Zoning Ordinance* and *Delaware Code*. The Board strictly applies the legal standard prescribed by code, which has helped to keep the volume of applications submitted to the Board relatively low.



Historic District Commission

The City of Dover, Delaware Historic District Commission consists of five members: Col. Dick Scrafford, Chazz Salkin, Ann Baker Horsey, Joe McDaniel, and Terry Jackson. George Fisher was a Commission member completing his term in June 2014; Ann Baker Horsey was appointed in his place. During 2014 Dick Scrafford served as Chairman and Chazz Salkin served as Vice-Chairman. At the Commission's Annual Meeting in November 2014, Chazz Salkin was elected as Chairman and Joe McDaniel as Vice-Chairman. Planning Staff with the Historic District Commission worked on preparation of the application for Certified Local Government (CLG) status. The application submission is expected to be complete in early 2015.

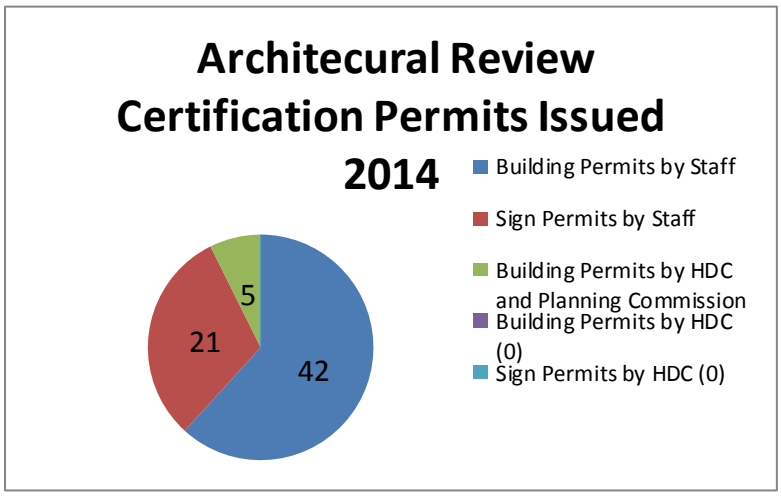


The Historic District Commission held seven meetings in 2014 reviewing five (5) applications for Architectural Review Certificates. This included the referral of two Sign Permits for review of sign proposals. However, in each case the matter was resolved without Commission consultation for the signage at 22-24 West Loockerman Street for EZ Pass (sign redesign resolved with Staff) and the signage at 300 West Loockerman Street for Family Dollar (permit withdrawn and sign revised to comply). One project was reviewed for Architectural Review Certification involving construction of a parking lot and landscaping improvements at 6 South State Street (HI-14-03/S-14-11). In March 2014, the Historic District Commission determined the Kirby & Holloway Sign at 656 North DuPont Highway to be a Historic & Significant sign under the provisions of the *Zoning Ordinance*, Article 5 Section 4.12 (HI-14-02) allowing the sign to maintain its legal non-conforming status indefinitely for its current form and location. One Historic Property Tax Credit application was approved for 54 The Green associated with a brickwork repair project (HI-14-05).

Of the sixty-eight (68) Building Permits issued in the Historic District in 2014, forty-nine (49) required Architectural Review Certification for such projects as signs, temporary signs, exterior finish/siding/trimwork renovation and façade renovations. A more detailed breakdown of permits handled administratively by Staff versus those reviewed by the Historic District Commission is included in the Appendix.

Activity in the Historic District

The construction of several major projects previously reviewed by the Historic District Commission continued to bring changes to Downtown Dover in 2014. The Family Dollar opened in a new commercial building constructed at 300 West Loockerman Street (HI-13-02) after demolition of the previous commercial building on the property and construction was completed of the North Street Pocket Park at the southeast corner of North Street and South Governors Avenue (HI-13-05). Other projects included brick repair and restoration of the South State Street façade of the Wesley United Methodist Church at 209 South State Street and the renovations and restoration to convert the existing building at 6 South State Street to office space (HI-14-03).



Parks & Recreation

The full-time Parks and Recreation staff includes Ann Marie Townshend, Carolyn Courtney, Sherwanda Rachal-Speaks, Wayne Voshell, Steve Pickering, and Peggy O'Brien. We also have four part-time staff and up to 20 seasonal/ temporary employees.

The Parks & Recreation division is responsible for the John W. Pitts Recreation Center, a variety of indoor & outdoor sports leagues for youth and adults, fitness programs, spring break and summer camps, an afterschool program at Towne Point Elementary school, bus trips and fun activities for youth and their families at affordable rates and schedules to meet the needs of the City of Dover and surrounding areas.

Check out our stats...

- ⇒ **48,065** patrons & visitors were recorded in the John W. Pitts Recreation Center
- ⇒ **3,000** (approx.) adults & youth participated in our basketball, field hockey, lacrosse, softball and volleyball leagues
- ⇒ Schutte Park hosted 6 schools with 9 teams, with 120 cadets participating.

Bicycle and Pedestrian Plans - Partnering with the Kent County MPO and DelDOT to promote safe & convenient transportation alternatives with public involvement, we have developed recommendations and implementation strategies within the Bicycle and Pedestrian Plans. We've identified gaps and important segments needed and potential funding sources to make it happen. Hosting a series of workshops the Bicycle Pedestrian Subcommittee has been working to prepare final documents for City Council to review in 2015.



Food Smart Families - Partnering with the University of Delaware and the Delaware 4-H Club, we hosted a Food Smart Families night at the JWP. Families were encouraged to sample healthy food options, learn how to make healthy snacks & shakes along with family meal preparations. Attendees received a free bag of healthy groceries and recipes.



Cross County Meets at Schutte Park - Schutte Park hosted two (2) High School Cross Country Tri Meets in October. The first of which hosted **78 runners** from Dover, Cape Henlopen and Smyrna High Schools. The second meet hosted **83 runners** for Dover, Caesar Rodney, and Lake Forest High Schools. Additionally, the Kent County High School Cross Country Championship was held at Schutte with **196 runners** representing Caesar Rodney, Dover, Lake Forest, Milford, Polytech, St. Thomas More, and Smyrna High Schools.



Challenger Football - In partnership with the Dover High School Football players, cheerleaders, and band members, we hosted 18 participants for the annual Challenger Football game. Participants were

from Kent County Community School and John S. Charlton School.

Spring & Summer Performing Arts Series - Ensuring the 2014 series continued its 38th year of providing family style entertainment to our constituents, yet, still affordable to the city, we solicited sponsors for the 2014 season and it paid off. Eden Hill Medical Center our Gold Level sponsor topped the chart with Calpine, PNC Bank and the YMCA of Dover as our Silver Level sponsors. We noted **2,800** spectators for the 15 week season!

Programming News….

New in 2014, we introduced Insanity Live® to our customers. It quickly became quite popular among our fitness patrons.

Offering a little something new for our seniors, we introduced Senior Softball Open Gym for the 55+ crowd. Tuesday & Thursday mornings, January through April, these co-eds shared in the fun & safety of indoor softball. As the season grew so did the number of participants. We're looking forward to bringing this back in 2015.

Our summer camp programs offered families a variety of day camp options for 2014. We are looking forward to expanding our participation in 2015 with the installation of air conditioning at the John W Pitts Center. Of course, our basketball, softball, field hockey (indoor & outdoor), lacrosse (indoor & outdoor), and indoor volleyball leagues continued to provide team enjoyment to more than 2900 people in 2014.

Our annual trip the Philadelphia Flower Show sold out quickly and the seasonal trips to New York City always seem to please.

Planning for Our Future….





Recreation Needs Assessment— Hosting workshops and an online survey to garner what our constituents felt we were doing right, where we needed do better and where they would like to see growth of amenities such as indoor restrooms, a skate park, a splash pad or additional indoor facilities. Our preliminary report noted that people seem generally supportive that programs should be supported by a mix of fees, grants, and taxes. Respondents also indicated that fundraising and seeking business sponsorships should be sought to support programs. There is also significant support for City residents paying a lower program fee than non-residents of Dover. Based on the responses, a skate park and splash pad seem best suited for Schutte Park and/or Dover Park. The comments also indicate a demand for a dog park. Comments provided also indicate that we could do a better job of informing the public about our programs. The assessment will be completed in 2015.

Mallard Pond— July 29th we hosted an open house in Mallard Pond Park. Looking for input on the a proposed connected trail system and the installation of playground equipment, we felt taking the meeting location to the neighborhood would be a great opportunity for neighbors to meet and discuss the needs of their neighborhood park. Children were invited to participate by picking out and drawing the playground equipment they would like to see installed. Approximately, 25 attended this open house and gave plenty of feedback and suggestions for the playground location and trail connections.

Mirror Lake— Dover's Mirror Lake had become polluted with mercury and other pollutants over the years. The Silver Lake Commission worked with Rick Greene of DRNEC to implement an innovative solution to remediate the toxins. In late 2013 working into 2014, shore line improvements and 79 tons of activated carbon granules were injected into the lake bed. This project being a first of its kind in Delaware has shown positive early results. Initial testing results indicate pollution levels have decreased about 60 percent. Keep watching to fascinating project as we embark on this venture to protect and clean our waterways.













Revenues

$75,600 Leagues

$26,240 General Recreation

$18,600 Field/Building Rentals

$ 6,560 Trips

$13,500 Sports

$16,889 Camps

$50,160 Youth Connections &
Camp Small Wonder

BOARD OF ADJUSTMENT 2014					
File #	**Applicant**	**Location**	**Type**	**Action**	**Date**
V-14-01	Lands of Joe Burden Sr.	128 S Queen St	Appeal	Postponed Denied	1/15/2014 3/19/2014
V-14-02	Lockerman East Sign Variance	554 E Loockerman St 222 S DuPont Hwy	Area Variance	Approved	1/15/2014
V-14-03	Lands of UAMEC/ Ruth C. Evans	222 W Reed St	Area Variance	Approved w/Conditions	2/19/2014
V-14-04	Winner VW/Subaru	1387 N DuPont Hwy	Area Variance	Approved	2/19/2014
V-14-05	Lands of Thomas Bugbee Sherril Brekk	74 Laurel Dr	Area Variance	Approved	3/19/2014
V-14-06	Super 8 Motel	348 N DuPont Hwy	Area Variance	Approved	5/21/2014
V-14-07	Lands of Nicholas Adams	547 Pennsylvania Ave	Area Variance	Tabled Approved	06/18/2014 7/23/2014
V-14-08	Fain Auto Sales LLC	1235 S Bay Rd	Appeal	Denied	7/16/2014
V-14-09	Ferguson Enterprises Inc	10 Maggies Way	Area Variance	Appoved	8/20/2014
V-14-10	Lands of Mathew E. Mitten	4.9 ac on S Lafferty Ln	Appeal	Deferred Dismissed	9/17/2014 11/19/2014
V-14-11	Dover Family Properties LLC	1084-1086 South State St	Area Variance	Approved	9/17/2014
V-14-12	Uzin Utz Mgfrg North America	200 Garrison Oak Dr	Area Variance	Approved	10/15/2014
V-14-13	Playtex Parking	185 Saulsbury Rd	Area Variance	Approved	12/17/2014
V-14-14	Compass Pointe	800 N State St	Area Variance	Approved	12/17/2014

HISTORIC DISTRICT COMMISSION 2014					
File #	**Plan Name**	**Location**	**Type**	**Historic District Commission Action**	**Date**
HI-14-01	Referral of Permit 14-148 EZ-Pass Signage	22-24 W Loockerman St	Signage	Consultation on ARC	2/20/2014
HI-14-02	Kirby and Holloway Sign	656 N DuPont Hwy	Signage	Determination of Historic or Cultural Significance	3/20/2014
HI-14-03	Dr. Henry Ridgely House	6 S State St	Parking	Recommend Approval of ARC	4/17/2014
HI-14-04	Referral of Permit 14-279 Family Dollar	300 W Loockerman St	Signage	Consultation on ARC	6/19/2014
HI-14-05	Tax Credit Application	54 The Green	Application	Historic District Review and Approval	11/20/2014
HI-14-06	Wayside Planning: The Green First State National Monument Park	The Green	Presentation	Presentation to HDC	11/20/2014

SITE PLANS 2014						
File #	**Plan Name**	**Location**	**Type**	**Bldg Sq Ft**	**Action**	**Date**
S-14-01	NBR Properties LLC	850 New Burton Rd	Medical Office Building	20,000 S.F.	PC Approved	2/18/2014
S-14-02	Winner Ford New Showroom	591 S DuPont Hwy	Automotive Showroom	31,000 S.F.	PC Approved	2/18/2014
S-14-03	Watertower Place formerly Tower Commons	50 N DuPont Hwy	New Construction	35,850 S.F.	Conditional Approval	4/21/2014
S-14-04	Kent County Community School Addition	901 Forrest Ave	Building Addition	18,280 S.F.	PC Approved	3/17/2014
S-14-05	Winner New Volkswagen Showroom	1387 N DuPont Hwy	New Construction	20,178 S.F.	PC Approved	3/17/2014
S-14-06	Redevelopment, Former Dover Litho	1211 N DuPont Hwy	Renovation	11,105 S.F.	Administrative Review	9/16/2014
S-14-07	DelDOT Central District New Garage	800 Bay Rd	Administrative Site Plan	2,920 S.F.	Administrative Review	5/28/2014
S-14-08	Woodland Tree Clearing Plan	560 Bay Rd	Tree Clearing Plan		PC Approved	4/21/2014
S-14-09	Grace Presbyterian Church Picnic Pavilion	350 McKee Rd	Administrative Site Plan		Administrative Review	Pending
S-14-10	Kent County Community School Addition- Main Building`	615-1 Carver Rd	Administrative Site Plan		Administrative Review	7/30/2014
S-14-11	Lands of 6 South State Street	6 S State St	Site Improvements		Conditional Approval	5/19/2014
S-14-12	Jolly Joe's Addition	1160 White Oak Rd	Building Addition	4,327 S.F.	Conditional Approval	6/16/2014
S-14-13	DAS Wireless Communication Facility	1131 N DuPont Hwy	Antenna		Administrative Review	7/21/2014
S-14-14	Kirby & Holloway	656 N DuPont Hwy	Administrative Site Plan		Administrative Review	12/2/2014
S-14-15	Sunshine Home Daycare	370 Mimosa Ave	Administrative Site Plan		Administrative Review	Pending
S-14-16	Dover Family Cosmetic Dental	1084 S State St	Medical Office Building		Conditional Approval	8/18/2014
S-14-17	Office at 970 North State Street	970 N State St	New Construction		Conditional Approval	8/18/2014
S-14-18	Tall Pines	1655-1665 Chestnut Grove Rd	Multi-Family	24 DU	Conditional Approval	9/15/2014
S-14-19	Playtex Products Expansion (Energizer Personal Care Division)	185 Saulsbury Rd	Administrative Site Plan	39,050 S.F.	Administrative Review	Pending
S-14-20	Garrison Energy Center Tank Location Update	450 Garrison Oak Dr Lot 7	Administrative Site Plan		Administrative Review	Pending
S-14-21	Weston Drive Mini Storage	200 Weston Dr	Self-Storage Facility	16,800 S.F.	Conditional Approval	11/14/2014
S-14-22	Seskinore Development	McKee Rd	Multi-Family	18 DU	Conditional Approval	11/17/2014
S-14-23	CNB Phase II	800 S Governors Ave	Administrative Site Plan		Administrative Review	2/24/2014
S-14-24	DSU Baker Annex Addition	1200 N DuPont Hwy	Administrative Site Plan	3,806 S.F.	Administrative Review	Pending

MISCELLANEOUS 2014					
File #	**Plan Name**	**Location**	**Type**	**Action**	**Date**
MI-14-01	Lands of College Road Offices LLC	1205 McKee Rd	Comprehensive Plan Amendement	PC Recommended Denial Withdrawn by Applicant	2/18/2014 2/10/2014
MI-14-02	Text Amendment: Conditional Uses in General Residence Zones Ordinance 2014-05		Zoning Text Amendment	PC Recommended Approval City Council Approval	4/21/2014 5/12/2014
MI-14-03	Text Amendment: Permitted Uses in Shopping Center Development Zones Ordinance 2014-06		Zoning Text Amendment	PC Recommended Approval City Council Approval	4/21/2014 5/12/2014
MI-14-04	Transportation Improvement District (TID)			PC Recommended Approval	4/21/2014
MI-14-05	Recreation Needs Assessment			PC Recommended Approval	4/21/2014
MI-14-06	The Grande PND-SCHO Sketch Plan	Doveview Dr	Apartments, Fourth Building	City Council Approval	4/14/2014
MI-14-07	Dover International Speedway, Lots 3 & 18	1131 N DuPont Hwy	Tree Clearing & Gravel Roads	Information Plan	3/28/2014
MI-14-08	Text Amendment: Chapter 50 - Floods Ordinance #2014-09		Dover Code of Ordinances Text Amendment, Chapter 50	Legislative & Finance Committee City Council Approval	5/12/2014 6/9/2014
MI-14-09	Demolition of Old Dover High School	1 Pat Lynn Dr	Demolition		4/4/2014
MI-14-10	Text Amendments: Commercial Zones Ordinance #2014-08		Zoning Text Amendment Article(s) 3, 4, 10	PRCE Committee PC Recommended Approval City Council Approval	4/14/2014 5/12/2014 6/16/2014 7/2014/2014
MI-14-11	Minor Lot Line Adjustment Plan Mitten & Thomas	Lafferty Ln	Minor Lot Line Adjustment	Administrative Review (Filed)	7/17/2014
MI-14-12	Text Amendments: PND Permiter Buffer and Setbacks Ordinance #2014-18		Zoning Text Amendment Article(s) 3, 4	PRCE Committee PC Recommended Approval City Council Approval	8/11/2014 9/15/2014 10/27/2014
MI-14-13	Text Amendments: Sidewalk Maintenance and Landscaping Ordinance #2014-19		Dover Code of Ordinances Text Amendment, Chapter 98	Legislative & Finance Committee City Council Approval	8/11/2014 9/8/2014
MI-14-14	Text Amendment: Site Plan Development Approval Ordinance #2014-20		Zoning Text Amendment Article 10 §2	Legislative & Finance Committee Planning Commission City Council Approval	8/11/2014 9/15/2014 10/13/2014
MI-14-15	Report to OSPC 2014		Municipal Development & Permit Activity	PC Information File	8/12/2014

CONDITIONAL USE 2014						
File #	**Plan Name**	**Location**	**Type**	**Bldg Sq Ft**	**Action**	**Date**
C-14-01	Personal Service Nail Salon	235 W Loockerman St	Nail Salon	1,400 S.F.	Approved w/Conditions	4/21/2014
C-14-02	YMCA of Delaware Kent Swim Club	825 Kenton Rd	Pool	4,500 S.F.	Approved w/Conditions	4/21/2014
C-14-03	Janaids Hair Salon	213 W Loockerman St	Hair Salon	2,235 S.F.	Approved w/Conditions	6/16/2014
C-14-04	Professional Offices at 109 E. Division St	109 E Division St	Professional Office Space	118,234 S.F.	Approved w/Conditions	6/16/2014
C-14-05	Faith House Outreach Center	15 S New St	Church	Existing Bldg	Withdrawn	8/18/2014
C-14-06	Redevelopment of Walmart	1574 N Dupont Hwy	Student Housing and Restaurants	Existing Bldg	Request to Hold by Applicant	11/26/2014

SUBDIVISIONS 2014						
File #	**Plan Name**	**Location**	**Type**	**# Lots/ Acreage**	**Action**	**Date**
SB-13-06	The Meadows	Jefferson Terrace	Major Preliminary Subdivision	5/4.23 ac	Withdrawn	2/18/2014
SB-14-01	Dover Mall Minor Subdivision	1365 N DuPont Hwy	Minor Subdivision	3/149 +/- ac	Postponed by Applicant PC Approval of 6 month extension	3/17/2014 11/17/2014
SB-14-02	Union A.M.E. Church of Delaware	101 S New St 222 Reed St	Minor Subdivision	2 lots	Conditional Approval	5/19/2014
SB-14-03	Lands of Robert and Kathleen Dunn	276 Troon Rd	Minor Subdivision	2/0.620 ac	Conditional Approval	6/16/2014
SB-14-04	Super 8 Motel	348 N DuPont Hwy	Minor Subdivision	2/3.35 +/- ac	Conditional Approval	7/21/2014

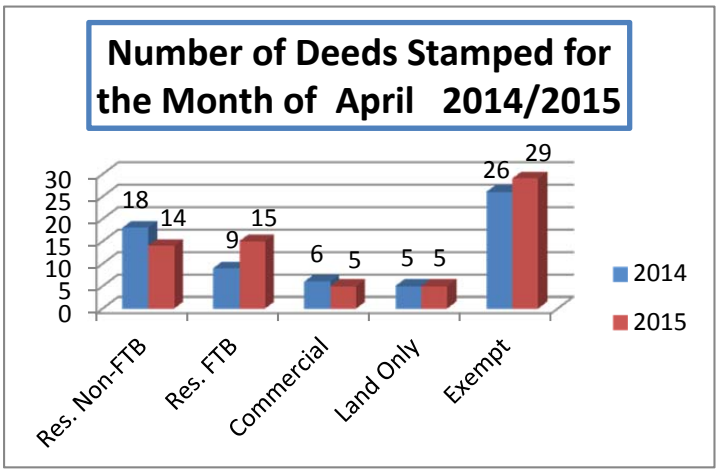
REZONINGS 2014						
File #	**Applicant**	**Location**	**From/To**	**Acres**	**Action**	**Date**
Z-14-01	Lands of College Road Office LLC	1205 McKee Rd	CPO to C2A	3.46	Withdrawn by Applicant	2/18/2014
Z-14-02	Lands of David & Susan Edgell	405 N State St	R-8 to RG-1	0.258	PC Recommended Approval CC	2/18/2014 3/10/2014
Z-14-03	West Division Holidngs LLC	603 W Division St	M to C-3	0.82	PC Recommended Approval CC	11/14/2014 12/18/2014
Z-14-04	Lands of Faithwork LLC	21/27 Saulsbury Rd 983 Forest St	CPO to IO	0.75	PC Recommended Approval CC	12/15/2014 02/09/2015

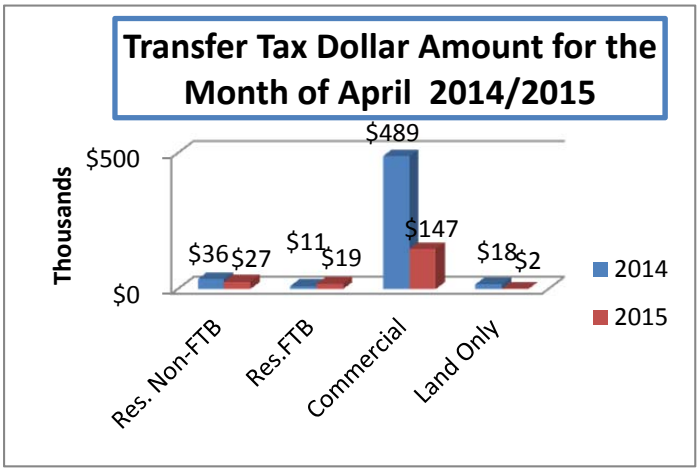
UNIFIED SIGNS 2014						
File #	**Applicant**	**Location**	**Type**		**Action**	**Date**
US-14-01	New Dover High School	1650 Forrest Ave	Wall, Monument, Direction Signs		PC Approved w/conditions	5/19/2014

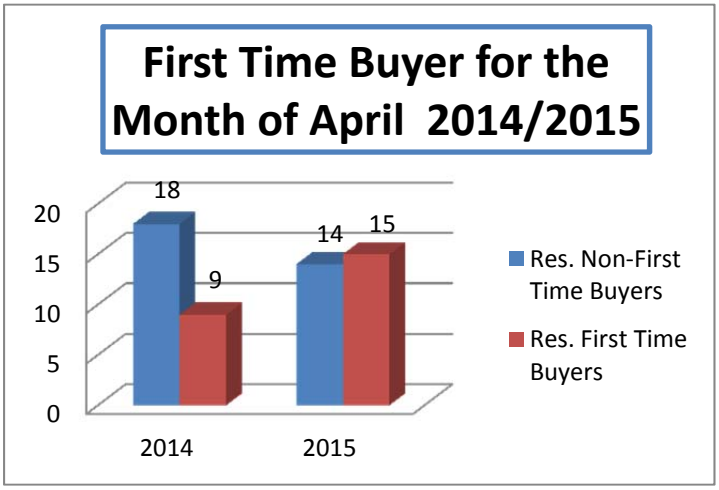
Monthly Report
April 2015

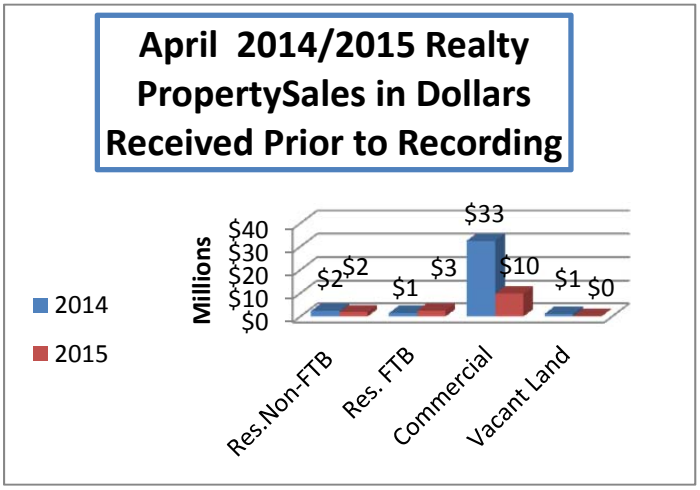


Office of City Assessor









Major Updates

	February - 15	March- 15	April - 15
Assessment Change	**$1,353,100**	**$953,200**	**$0**

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
24	**$4,898,500**	**$4,775,600**	**1.03**	**1.04**

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

Points of Interest

Scanning & Filing

- All new deeds are being scanned and attached to the CAMA software for easy retrieval.

- All appeal documents and correspondence are being scanned and attached to the CAMA software for easy retrieval.

- All old property record cards are being scanned and indexed into Fortis.

Assessor's Office

Supplemental Billing

- April Supplemental bills went out totaling $3,879.90

Appeals

- Posted Assessment Register on the web, in City Hall, Dover Library and Assessor's Office.

- Appeals submitted by the April 30, 2015 deadline:

Commercial: 20
Residential: 21
Exemption Request: 22

CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-057.01-01-04.00	18	R10	5792 W DENNYS RD	1	14	1960	1	1538	C	FR	110,800	28-APR-15	100,000	1.11
ED05-067.01-02-05.00	18	R10	470 TOPAZ CIR	1	5	2007	2	2368	B	AV	226,100	16-APR-15	246,000	.92
ED05-067.09-01-27.00	18	R10	255 MERION RD	1	3	1977	1	2360	C	AV	190,800	06-APR-15	186,000	1.03
ED05-067.09-03-09.00	3	R10	305 PINE VALLEY RD	1	13	1985	2	1841	B-	AV	142,000	25-APR-15	169,900	.84
ED05-067.13-01-40.00	3	R10	29 HOYLAKE CT	1	14	1975	1	1753	B+	AV	187,200	23-APR-15	191,250	.98
ED05-067.13-01-51.00	3	R10	37 GLENEAGLES CT	1	6	1973	2	3032	B-	AV	278,300	13-APR-15	350,000	.80
ED05-067.15-05-20.00	10	R10	840 WOODCREST TRN	1	13	1984	2	1242	C	AV	111,300	24-APR-15	73,900	1.51
ED05-067.17-01-03.00	3	R10	52 N TURNBERRY DR	1	8	1978	2	2340	B-	AV	180,400	07-APR-15	175,000	1.03
ED05-067.17-01-17.00	3	R10	13 N TURNBERRY DR	1	13	1978	2	1831	B-	AV	136,500	17-APR-15	159,900	.85
ED05-067.20-01-63.00	10	R10	616 CAROL ST	1	14	1957	1	1560	C	AV	126,700	10-APR-15	156,500	.81
ED05-068.14-05-86.00-	101	R50	1001 WHITE OAK RD	1	20	1973	1	824	C-	AV	36,900	16-APR-15	46,000	.80

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
024														
ED05-068.19-01-11.11	7	R10	27 SPRUANCE RD	1	8	1979	2	1404	C-	FR	93,300	09-APR-15	50,000	1.87
ED05-075.08-01-18.00	3	R10	306 CHELSEA WAY	1	14	1999	1	1842	B-	AV	183,000	13-APR-15	179,900	1.02
ED05-076.03-05-82.00	11	R10	2 WELLINGTON AVE		1	2015	1	4520	B+	AV	255,500	28-APR-15	311,850	.82
ED05-076.04-01-90.00	2	R10	511 RIDGELY BLVD	1	13	2011	2	1760	C+	AV	167,700	29-APR-15	188,000	.89
ED05-076.10-01-09.00	16	R10	5 S INDEPENDENCE BLVD	1	5	1985	2	1723	C	AV	135,400	13-APR-15	186,000	.73
ED05-076.13-05-46.00	14	R10	219 NORTHDOWN DR	1	13	1999	2	1848	C+	AV	127,100	10-APR-15	127,900	.99
ED05-077.06-01-05.00	8	R90	532 E DIVISION ST	2	1	1976	2	3292	B	GD	349,500	27-APR-15	287,500	1.22
ED05-077.06-01-05.00	8	R90	532 E DIVISION ST	2	3	1900	1.5	1209	D	FR	349,500	27-APR-15	287,500	1.22
ED05-077.09-02-57.00	C41S	C30	140 S STATE ST								410,400	30-APR-15	340,000	1.21
ED05-077.13-02-30.00	4	R90	774 S STATE ST	2	2	1951	1	536	D+	AV	287,600	08-APR-15	275,000	1.05
ED05-077.13-02-30.00	4	R90	774 S STATE ST	2	1	1928	2	2276	B-	GD	287,600	08-APR-15	275,000	1.05
ED05-077.13-02-30.00	4	R90	774 S STATE ST	2	8	1961	1	1152	C-	AV	287,600	08-APR-15	275,000	1.05
ED05-077.13-02-32.00	4	R40	764 S STATE ST	4	1	1921	2.5	3839	A-	FR	237,300	01-APR-15	137,500	1.73

CITY MANAGER'S MONTHLY REPORT



APRIL 2015

Monthly Highlights

Human Resources

- Continued contract negotiations

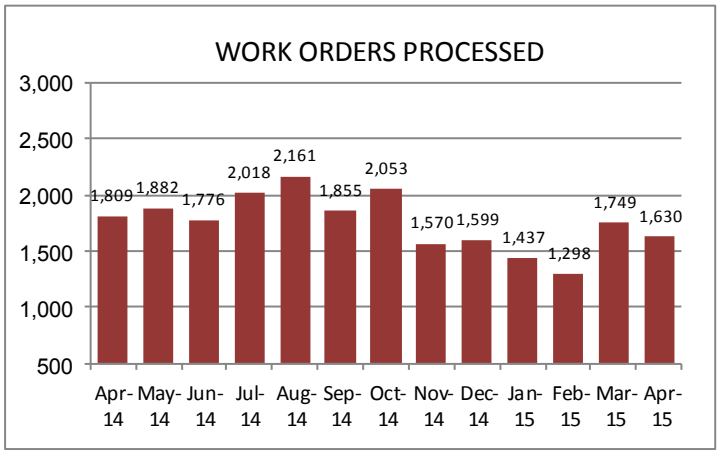
Library

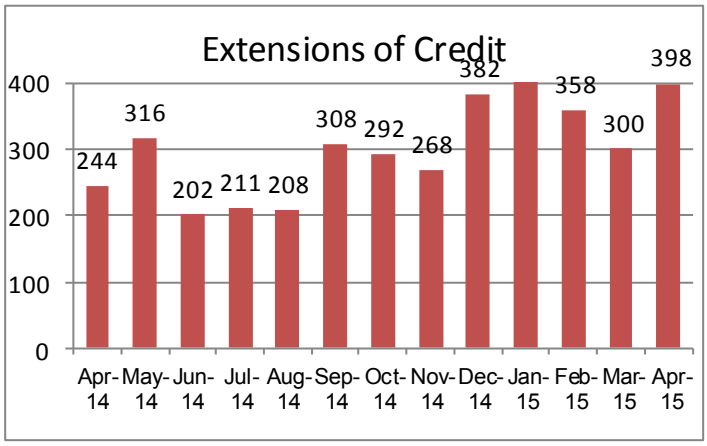
- 782 attended 78 programs for adults.
- 309 attended 23 programs for teens.
- 513 attended 26 programs for children.
- 30 volunteers completed 296 hours of service.
- 404 attended 53 programs/classes coordinated through the Job Center.

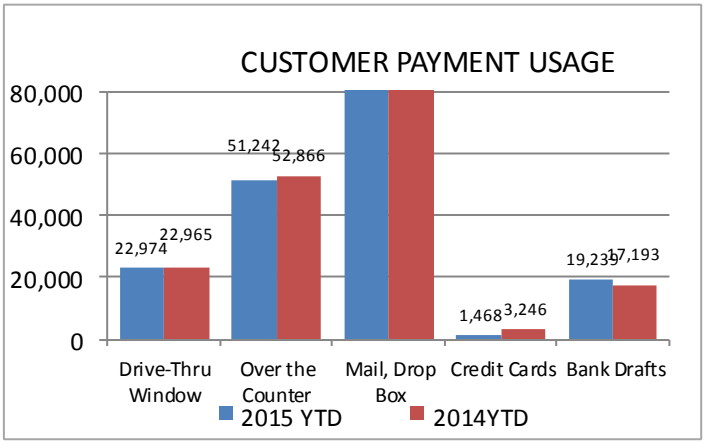
Public Works

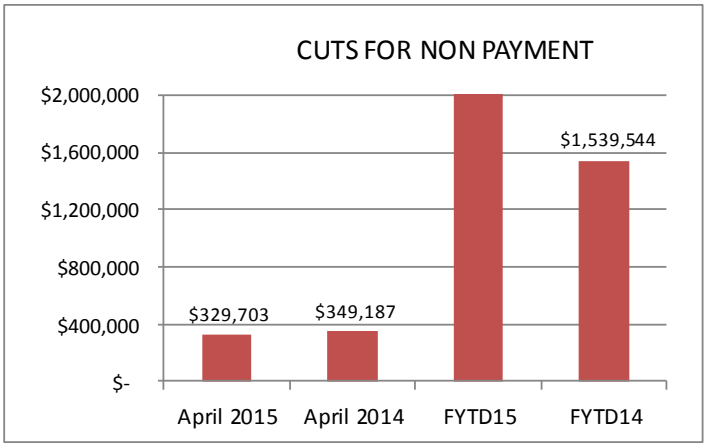
- Working on CIP and additional funding for future street program and other projects.

CUSTOMER SERVICES









Major Program Updates	Apr 2015	Apr 2014	Difference	FY 2015 Year-to-Date	FY 2014 Year-to-Date
Number of Customers Served	20,583	19,285	1,298	209,319	211,186
Final Bills	608	663	(55)	6,428	6,297
Estimated Bills	177	163	14	1,743	1,706
Penalties Posted	$ 21,331	$ 24,076	(2,745)	$ 185,029	$ 196,260
Extensions of Credit - Amount Extended	$ 114,826	$ 85,317	29,509	$ 843,828	$ 749,325
Balance Transfers	$ 28,040	$ 11,093	16,947	$ 63,294	$ 50,807
Utility Collections	$ 426,498	$ 31,706	394,792	$ 605,044	$ 246,192
Special Assessments	$ -	$ -	-	$ -	$ -
Miscellaneous Billings	$ 167,542	$ 11,050	156,492	$ 984,482	$ 1,214,829
CNP through Disconnect Collars	$ -	$ 9	(9)	-	188
Court Cases	-	-	-	-	-
Tamperings	-	2	(2)	-	4
Taxes Levied (includes carry forward)	$ 490,035	$ 280,958	209,077	$ 10,950,973	$ 10,914,236
Billing Adjustments	$ 1,101	$ 9,356	(8,255)	$ 284,905	$ 27,743
Total Taxes Collected	$ 56,341	$ 39,346	16,994	$ 10,799,534	$ 10,691,011
Taxes Outstanding	$ 432,593	$ 250,968	181,625	$ 432,593	$ 250,968
Payments in Lieu	$ -	$ -	-	$ 10,000	$ -

HUMAN RESOURCES

Category	April 14	May 14	June 14	July 14	August 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	April 15	Total
Caucasian*	289	290	292	291	290	290	291	288	290	287	286	289	289	N/A
Minorities*	58	58	58	58	58	61	61	61	62	63	62	63	61	N/A
Hired	0	1	3	1	1	5	5	0	5	1	0	9	5	36
Terminated/Resigned/ Retired/Other	1	0	1	2	2	2	4	3	2	3	2	5	7	34
Transferred/Promoted	0	1	0	0	1	0	3	5	1	0	0	0	0	11
Jobs Posted	3	2	3	4	4	2	3	3	3	3	2	7	2	41
Workers Comp. Injuries	0	1	1	2	2	1	2	5	1	1	3	3	3	25
Workers Comp. Hours	125	51	130	86	160	51	22	32	2	17	29	312	97	1114
Insurance Claims	4	6	4	0	1	4	1	1	5	4	1	3	0	34

Full-time Employees: 332 Part-time Employees: 18 (3 Pitts Center, 1 Recreation, 11 Library, 2 Customer Service, 1 Central Services)
-Numbers do not reflect, temporary, seasonal, relief fire dispatchers, committee or council members.

Positions Posted: Crime Analyst/Accreditation Manager, Human Resources Generalist

Positions Hired: Customer Service Clerk (part-time), Water Treatment Plant Operator, Groundworker I, Laborer II, Communication Operator (Police Department)

Position Resigned/Retires: Library Clerk (part-time); Library Assistant (Part-time); Administrative Assistant; Fire Chief's Assistant, Police Officer, Utility Maintenance Mechanic, Customer Service Representative II

Recruitment Information (Positions closed in April)

Position	Total	Female	Male	Unknown	Black	White	Hispanic	Asian/Pacific Islander	American Indian/Alaskan Native	Unknown	In Dover	Out Dover
LAN Analyst (Shared position IT/Police)	4	1	3	-	-	2	-	-	-	2	0	4
Mechanic I	6	1	5	-	1	4	1	-	-	-	3	3
Service Center Clerk (part-time)	34	18	11	5	10	18	1	-	-	5	16	18
Playground Leader	28	17	9	2	21	5	-	-	-	2	16	12
Field Supervisor I (Streets)	10	-	10	-	1	6	-	-	1	2	5	5
Crew Leader (Sanitation, In-House)	4	-	4	-	-	2	-	-	2	-	-	4

Unfilled/Open Positions by Department*

Unfilled/Open Positions By Department	April 14	May 14	June 14	July 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	April 15
Electric	5	5	5	4	5	25	5	2	2	2	4	3	2
Public Works	13	11	10	11	11	12	11	12	12	12	13	15	13
Police	1	1	1	0	2	2	0	1	1	10	10	4	4
All Other Departments	5	4	2.5	4	3.5	4.5	5	5	3	3	4.5	4.5	5
Totals	24	21	18.5	20	21.5	23.5	21	20	18	28	29.5	26.5	24

**Not used for Budgeting Purposes*

The following has been updated to reflected the Fiscal 2014-15 Budget

Electric: Electrical Engineer, Engineering & System Operations Superintendent

Public Works: (2) Utility Maintenance Mechanic I/Wastewater, Crew Leader (Sanitation), Civil Engineer l, Field Supervisor II (Grounds), Environmental Scientist, Public Works Inspector (Public Works), Motor Equipment Operator I (Streets), Motor Equipment Operator II (Streets), Motor Equipment Operator I (Sanitation), Nursery Person II (Grounds), Field Supervisor I (Streets), Mechanic I

Police: Cadets (6, part-time), Central Services Coordinator
*Police Officer (4) 9/2015

All Other Departments: Customer Service Clerk II (part-time); Librarian II, LAN Analyst (IT), Service Center Clerk (Pitts Center, part-time) Administrative Assistant (Information Technology), Human Resources Generalist

Turnover Statistics

	2010	2011	2012*	2013 *	2014	2015
Total Turnover %	5.57	6.75	11.00	10.91	6.02	4.86
Termination Turnover %	0.27	1.08	0.29	1.47	.57	0
Resignation Turnover %	2.12	4.05	5.21	5.01	2.29	2.86
Retirement Turnover %	3.18	1.62	5.50	4.42	3.15	.86

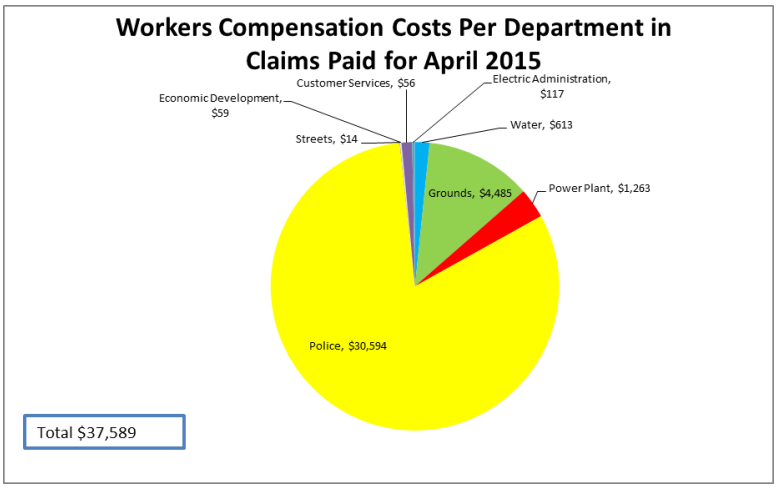
* Healthcare cost sharing implemented

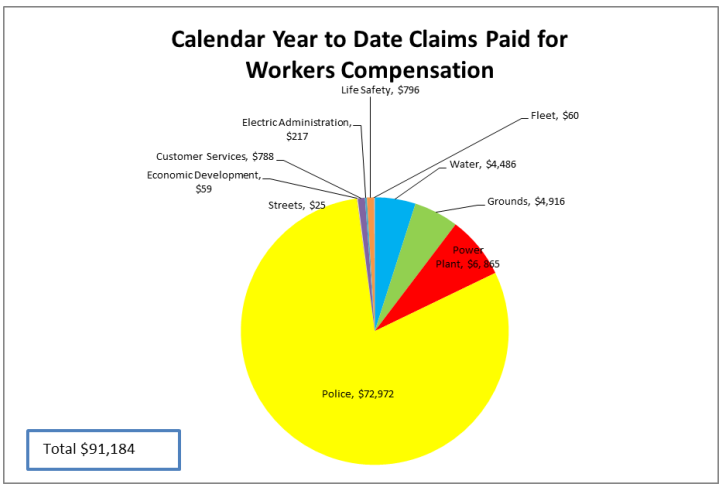
** Healthcare cost sharing implemented for DOE

Average Employees

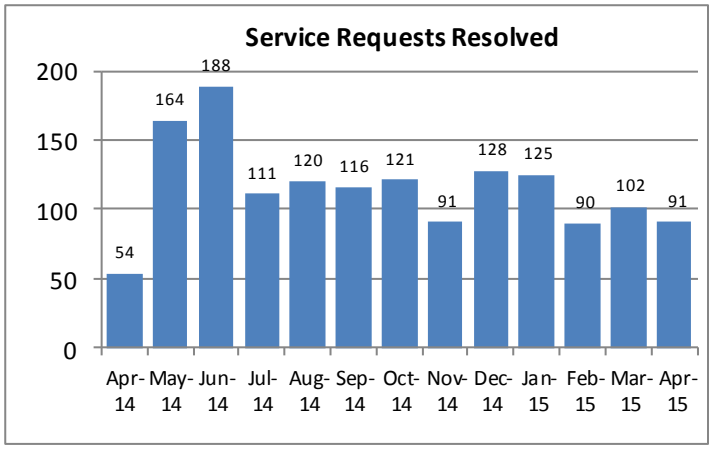
	2010	2011	2012*	2013*	2014	2015
Total Number of Employees Separating from Service	21	25	38	37	21	17
Average Number of Full-time Employees	362	356	333	325	331	331
Average Number of Part-time Employees	16	15	12	14	18	19

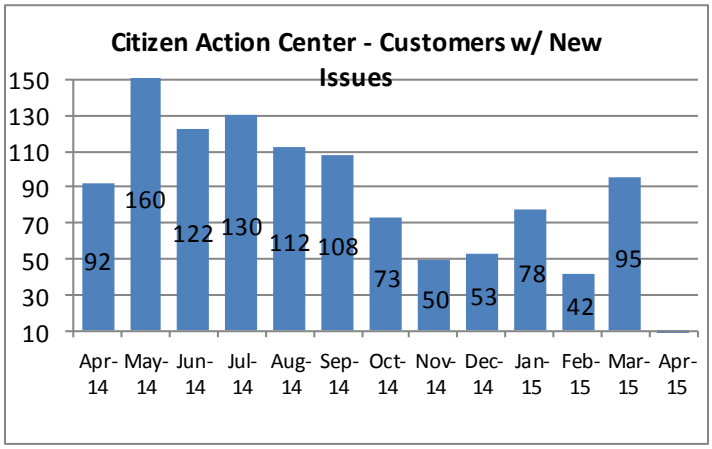
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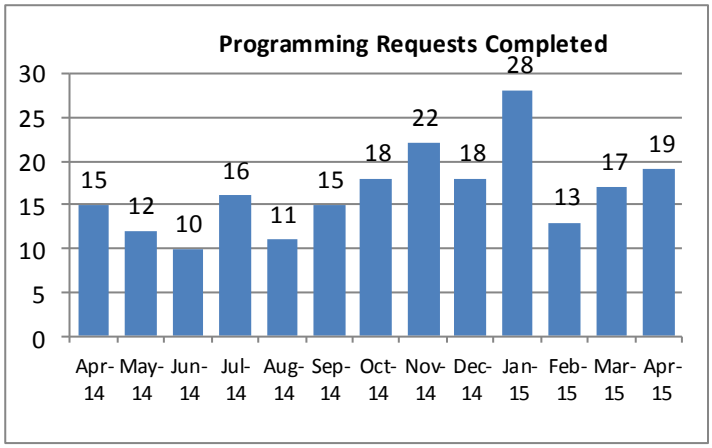


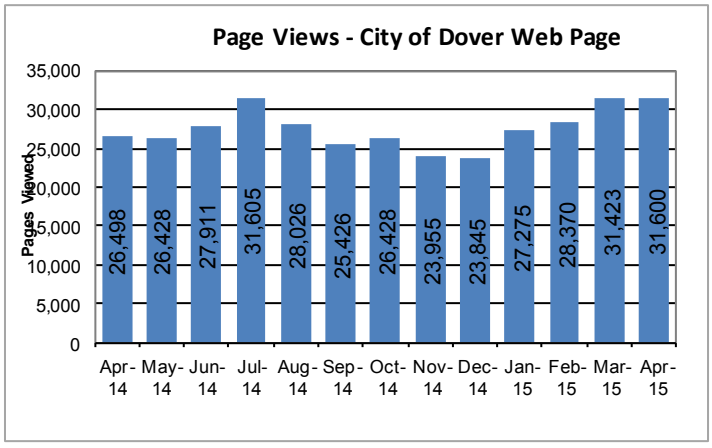


INFORMATION TECHNOLOGY





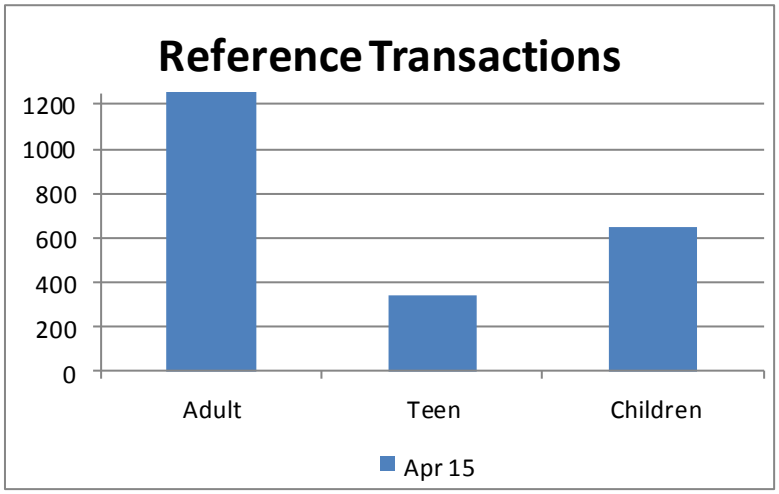




Performance Indicators	Current Month	Last Month	Same Month Last Year
iSeries Availability	100%	100%	100%
Server Availability	100%	100%	100%
AS/400 Connections *(concurrent/authorized users)*	N/A	N/A	N/A
PCs Supported	372	378	364
Scheduled PCs Replaced	-	-	-
Servers Supported	30	30	19
People Trained	8	19	28

Availability Statistics based on 7:00 AM until 5:00 PM Monday—Friday

LIBRARY



Adults – 1,550 Teens – 341 Children – 649

Circulation	Apr 15		FYTD 15		Apr 14		FYTD 14
Dover residents	18,562		202,054		19.894		212,829
Ebooks	2,163		20,379		1,493		13,910
Kent residents*	12,602		134,483		14,259		151,467
Non-county residents	1,601		19,660		2,088		23,857
Registrations							
Dover residents	337		3,519		330		3,730
Kent residents*	16		390		33		694
Non-county residents	1,601		19,660		2,088		23,857
Other							
Visiting Patrons	25,668		280,234		22,543		297,285
Meeting Room Usage	2,120		17,915		1,822		20,870
Photocopier Usage	1,332		11,094		1,249		12,139
Computer Printing Usage	3,418		31,907		3,209		27,677
Computer Users	4,913		47,288		4,636		46,898
Wireless Computer Users	1,939		17,506		1,552		13,295
Holds (Total)	6,077		65,568		6,536		68,540

***Breakout of Kent County Residential Statistics**

Circulation	Registrations
Harrington: 169	Harrington: 0
Milford: 52	Milford: 0
Smyrna: 786	Smyrna: 2
Outside City Limits: 11,595	Outside City Limits: 14

Total Registered Users: (Card Holders)

City: 27,062 Kent County: 12,968 Outside Kent County: 1,071

Other Points of Interest:

Inter/Interlibrary: 49 items loaned out
52 items borrowed

Technical services: 1,560 items added
695 items deleted

Volunteers: 296 hours of service completed

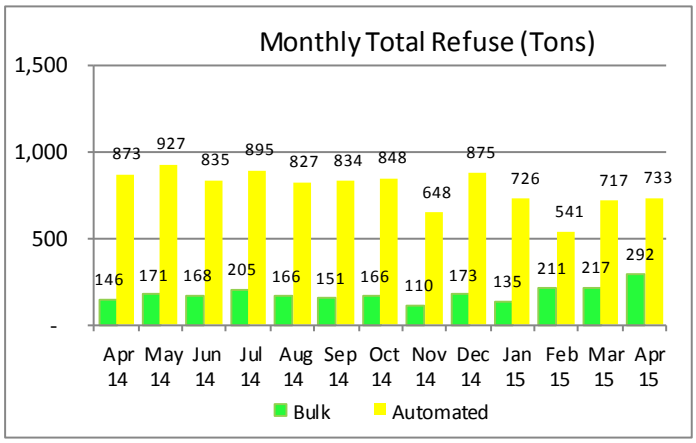
PUBLIC WORKS

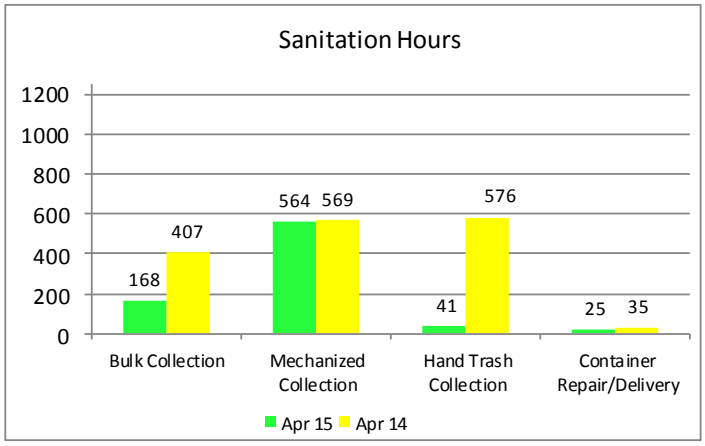
Administration

Administrative review and inspection services continued on all residential and commercial developments. The following residential subdivisions are in various phases of construction:

Oak Shadows	Emerald Pointe	Eden Hill (Residential)
Patriot Village	Clearview Meadows	Village of Cannon Mill

Sanitation





	APRIL 15	FYTD 15	APRIL 14	FYTD 14
Trips to DSWA Sandtown Landfill	164	1,792	188	2,038
Total Tonnage to DSWA	1,024.30	9,551.58	1,018.75	10,125.29
90-Gallon Containers Delivered	20	289	31	206
300-Gallon Containers Delivered	0	43	0	31
Total Man Hours-containers Delivered	25	343	35	364

CURBSIDE RECYCLING STATS	TOTAL # OF HOUSEHOLDS COLLECTED	TOTAL # OF ACCOUNTS	WEIGHT/LBS.	AVE. LBS.
April 2015	19,725	9,107	271,020	13.74

PUBLIC WORKS

Streets	APRIL 15	FYTD 15	APRIL 14	FYTD 14
Signed Installed	21	294	46	332
Signs Repaired	18	116	17	119
Curbs Painted Yellow (feet)	12,126	12,752	11,324	12,569
New Post Installed	4	36	4	55
Storm Catch Basins Repaired	3	10	3	14
Storm Catch Basin Repairing (Hrs.)	29	118	29	98
Storm Catch Basins Cleaned	10	182	10	1,545
Storm Catch Basins Cleaning (Hrs.)	24	114	24	574
Hot Mix Patching (Tons)	0	0	0	0.50
Hot Mix Patching (Hrs.)	0	0	0	0
Cold Mix Patching Hrs.)	41	254	41	265
Concrete Work (Hrs)	2	105	2	239
Concrete Patching (Cubic Yards)	0	1	0	8
Ditch Work (Hrs).	36	39	36	36
Street and Alley Maintenance (Hrs)	22	500	22	972
Street Sweeping (Miles)	1,447	7,504	1,447	7,922
Street Sweeping (Cubic Yards)	288	1,732	288	1,852
Leaves Collected (Cubic Yards)	1,075	7,638	1,075	14,230
Leaf Collection (Miles)	860	4,361	860	5,095

Grounds

Total Work Orders = 5	General = 3	Arborist = 2

Arborist Crew	APRIL 2015	APRIL 2014
Trees Trimmed	80	19
Trees Removed	3	1
Stumps Removed	24	1

- Limed low street trees.
- Tree and stump removals
- Evaluate trees

Beautification Crew

- Worked in greenhouse potting plats, plugs and watering plants
- Weeding flower beds

Mowing Crew

- Mowed grass at various city locations
- Sprayed weeds

PUBLIC WORKS
continued

Geographic Information Systems (GIS)

City Clerk's Office	At Traci's request, worked the Dover Municipal Election from 5:30 AM-8:30 PM
City Clerk's Office	Received the Voter list from Traci. Coded the uncoded voters list and double checked the other voter list to ensure that they were coded correctly.
Code Enforcement	Started creating a feature class for Code Enforcement inspections
Code Enforcement	Started creating a Code Enforcement Inspections feature Class
Del. Geographic Alliance	Prepare GIS presentation for teacher workshop
Parks & Rec	Created an 18"x24" map outlining the proposed St Jones Bike Loop for National Bike Month (May). Provided Carolyn with a PDF copy.
Planning & Inspections	Created a map of the city showing the Comp Plan layers with the parcel at 801 N State St highlighted for display. Sent Ann Marie a PDF
Planning & Inspections	Created two maps for Ann Marie in the DDD format. One of Vacant Lots and Vacant Buildings. The second with City Owned, Burden Owned, and House of Pride Owned properties. Provided PDF copies to AMT.
Planning & Inspections	Plotter is fixed, so was finally able to print the City Demolished Buildings map for AMT. Printed at 30"x40".
Public Works	Checked Sewer Data and made changes as needed
Public Works	Had to move all Grounds feature classes out of feature dataset and republish services
Public Works	Worked with Kate to go through Sewer data an clean it up
Public Works	Created three Attachment Maps for Winter showing Sewer, Water, and Stormwater near the Old Kmart Building off of N Dupont Hwy.
Public Works	Created two maps for Kate. One of completed concrete repairs in 2014 and another of completed repairs so far in 2015. Provided PDF copies of the maps to Kate.
Public Works	Created a 30"x40" poster designed for display at the City's Job Fair. Provided a printed copy on glossy paper.
Public Works	Printed six maps at 18"x24" showing the night sweeping times. One map for each night.
Public Works	Created and printed trash zone maps for each division. Printed at 18"x18".
Public Works GIS	Attended Multi-Day E317 Comprehensive Data Management for HAZUS at DTI. Provided by FEMA.
Public Works GIS	QC'd the Community Maps data provided by ESRI.
	Created a list of flaws in the labeling and provided to Mark in Word Doc format.

PUBLIC WORKS
continued

Fleet and Facilities Management

PM Work Orders Completed:	**20**	Number of Tire Repairs:	**7**	Number of Road Repairs:	**5**
Other Work Orders:	**82**	Repair Hours:	**195.9**	Road Repair Hours:	**5**
Total Work Orders**:**	**102**	Fabrication Hours:	**4**	Misc. Hours:	**N/A**
PM Hours:	**86**				

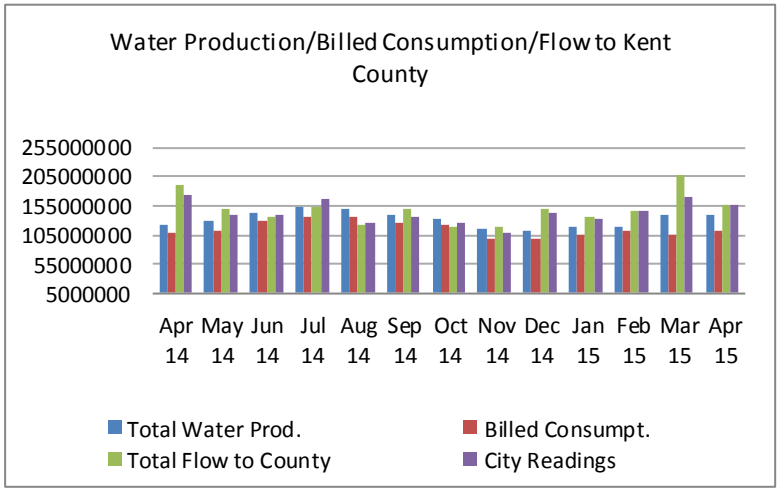
 # Of Scheduled PM's: 40
 # Of Scheduled PM's Completed: 6

Major Program Updates

MEASURE	April 2015	April 2014	DIFFERENCE
Fleet Maintenance - Scheduled Preventative Maintenance appointments being kept *(Quantity and Percentage)*	6 out of 40 15.00. %	16 out of 29 55.17%	**- 40.17%**
Facilities Maintenance			
Facilities - Routine work orders completed within 5 days *(Quantity and Percentage)*	24 out of 26 92.31 %	29 out of 29 100%	**- 7.69%**
Facilities - Emergency work orders completed within 2 days *(Quantity and Percentage)*	0 out of 0 100%	1 out of 1 100%	**0 %**

PUBLIC WORKS continued

Water/Wastewater



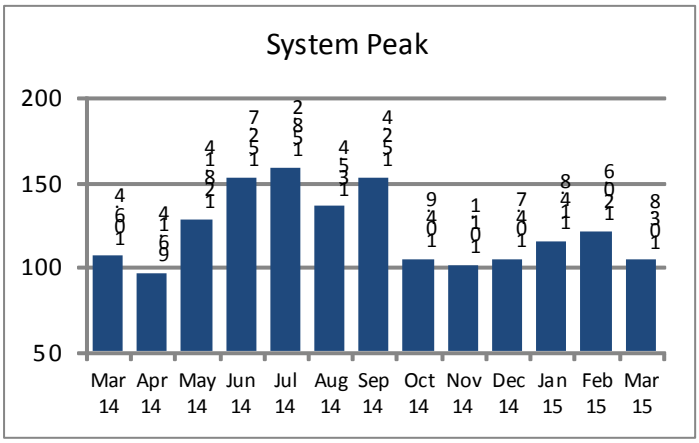
ENGINEERING SUMMARY

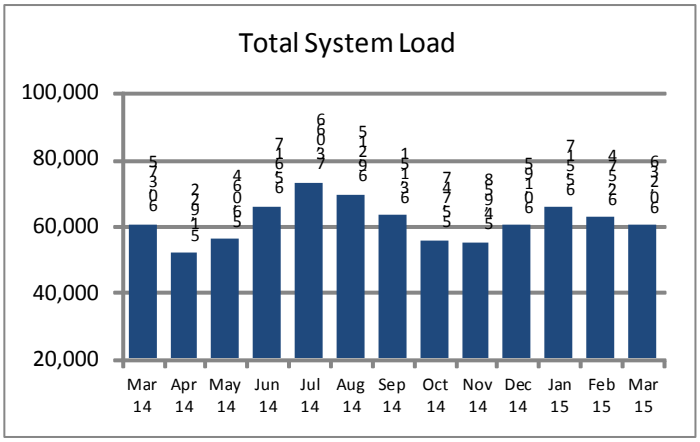
Major Program Updates	APRIL 15	APRIL 15	DIFF	FY15 YTD	FY14
State and Federal Violations	0 violations	0 violations	-	-	-
Water Quality Complaints	18	1	+17	111	96
Plan Review Completed With-in 30 days of Submission	16 plans 100%	14 plans 100%	+2	95	74

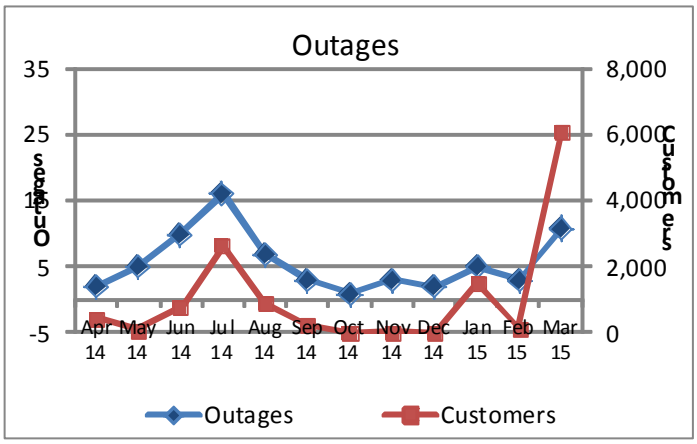
OPERATIONAL SUMMARY

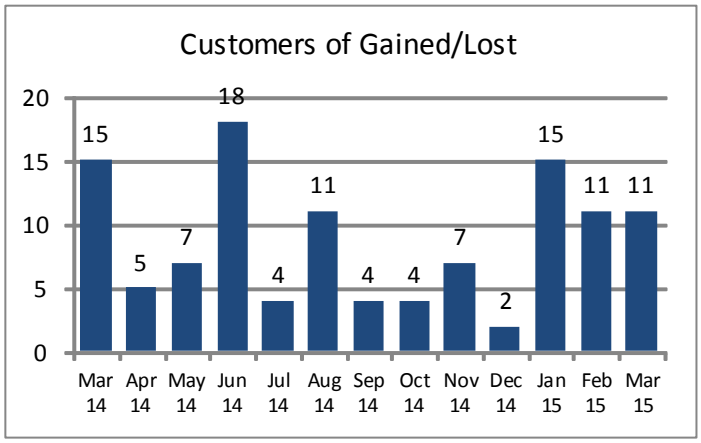
Task	APRIL 15	APRIL 14	CURRENT FY
Water Production - Daily Average	4,708,000	4,099,167	1,328,321,000
Average Field Response Time (goal is <30 minutes)	18.50	17.18	18.50
Water Mains Repaired	1	0	35
Water Service Lines Repaired	0	0	26
Wastewater Mains Repaired	1	0	7
Wastewater Service Lines Repaired	0	0	5
Sewer Lines Flushed - linear feet	10,037	54,538	961,996
Sewer Mains Videoed -linear feet	0	0	3,185
Total Fire Hydrants in Service	1,820	1,807	1,820
Total Water Meters in City Distribution System	14,292	14,191	14,292

ELECTRIC DEPARTMENT









Outages: 11 Customers: 6076

Electric Monthly Outage Report

The annual outage goal will be less than 295 minutes per customer, which is a Delaware Standard. This will be measured by calculating the System Average Interruption Duration Index.		
FY 15 YTD	**FY 14**	**FY 13**
46.1	67.72	50.74

Controllable Outages *Annual goal is less than 40*		**Average Response Time** *Goal is less than 30 minutes*	
Month	**Year-to-date**	**Month**	**Year-to-date**
1	24	12.91 Minutes	27.03 Minutes

PROGRAM UPDATES	MAR 15	MAR 14	FY15 YTD
Tree Trimming	307	267	3150
Number of Oil Releases	0	0	4
Lost Time Accidents – All Electric Utility Divisions	0	0	0
New Services	11	15	69

ELECTRIC DEPARMENT
continued

March 2015 Electric (EE Capitol Improvement Projects (CIP)		
Project Number	**Description**	**Update**
EE1308	**Horsepond Substation**	**Progress: Work is Complete**
EE1312	General Scott Switchgear Replacement	Progress: Switchgear bids were approved by Council to PEI. Material List and General Arrangement drawings are approved.
		Schedule: FY15 is for Design |FY16 budget is for construction.
EE1314	Capitol Park Upgrade	Progress: Work activities are moving forward. Going to clear up a few issues on N. Governors Blvd.
		Schedule: Scheduled for completion May 2015 weather permitting. A few services on old N. Governors Blvd. section inner loop.
EE1443	GOTP Transmission Line Relocation	Progress: Steel Poles are under construction. | expected May 4th delivery| Bid is out for Steel Pole installation.
		Schedule: Work activities are moving forward.
EE1500	69kV Rebuild (Horsepond to Long Point)	Progress: Surveying complete awaiting plans | Soil boring awaiting dry ground prior to access at request of property owner. | $5000-7000 estimate for crop damage received from farmers
		Schedule: FY15 is for Design |FY16 budget is for construction.
EE1505	DNREC R&R	Progress: State of Delaware requested project to be delayed to FY16.
		Schedule: Project on Hold | funds moved for other FY15 projects
EE1509	West Dover Connector - State of DE	Progress: All overhead transmission work done on Kesselring Property/New Burton Road |Directional boring of proposed pond and underground relocation scheduled.
		Schedule: Planning on relocation of underground once the weather co-operates.
EE1513	Town Point Distribution Feeders	Progress: City crews continuing the installation of pads/equipment
		Schedule: Project is under construction
EE1516	Chestnut Grove Subdivision	Progress: No other work can proceed in development without contractor installing conduit
		Schedule: Not Scheduled | Contractor responsible for conduit installation in development
EE1520	69kV Cable Replacement – North St. Substation	Progress: Currently investigating the cables placement & engineering design. Design is FY15 budget.
		Schedule: FY16 construction to begin.
EE1522	Garrison Oak Technical Park Infrastructure Phase 2	Progress: Weather permitting, planning on continuing conduit installation after WDC underground is complete.
		Schedule: Work activities are moving forward.

ELECTRIC DEPARTMENT
continued

EE1524	Lenders Lake Apartments	Progress: Currently design is complete | Material has been allocated | Fees have been received for Phase I.
		Schedule: No Work Scheduled | Contractor responsible for conduit installation in development
EE1526	Playtex Addition	Progress: Awaiting approved railway crossing permit form Norfolk Southern. Non-Stock material has been ordered & first section of conduit for underground is being installed. Construction Plans are being constructed.
		Schedule: Changing daily with latest completion requested for Mid September of 2015 | Expecting a preliminary response by April 1st from Norfolk Southern Railway (expected to take 6-8 months).
EE1527	**DAFB Temporary Concrete Plant**	**Progress: Work is Complete**
EE1529	W. Denney's Bridge Project - State of DE	Progress: Awaiting on State of Delaware to begin project on April 6th
		Schedule: Awaiting State of Delaware | completion scheduled for 60 days after project starts
EE1530	**Bay Health URD Relocation**	**Progress: Work is Complete**
EE1531	Windstream DAFB/ College Road	Progress: Dark Fiber installation is complete. Utility Permit received. URD crossing under DP&L 230 Line complete.
		Schedule: Make ready work for pole attachments along Kitts Hummock Road to be completed in March 2015.
EE1532	**Dover Litho Pad Sites 1 & 2**	**Progress: Work is Complete**
EE1533	DE State Police Generator Project	Progress: Design Complete| Project Request Form or Material allocation established.
		Schedule: Completion scheduled for April 2015.
EE1534	**Hardees Rte 13 Damage**	**Progress: Work is Complete**
EE1535	**Eden Hill Lights Phase 1**	**Progress: Work is Complete**
EE1536	Troutman Machines	Progress: Preliminary Design complete & Fee Schedule established. Waiting on owner to agree to fees prior to any further work on project. This is the 3rd time customer requested & previous (2) two instances, customer declined.
		Schedule: Not scheduled
EE1537	Kirby & Holloway Restaurant	Progress: Preliminary Design complete.
		Schedule: Not scheduled

City Planner's Monthly Report

Planning, Inspections & Recreation

APRIL 2015 –DRAFT

Planning, Inspections & Recreation Highlights

- **Teen Mom, MTV shoot** - Producers for the MTV show, Teen Mom, filmed a segment for their series in Schutte Park on Sunday, April 12. They will contact us with the airing date.
- **Job Fair** - The John W. Pitts Recreation Center hosted Human Resources job fair for the City of Dover. It was a good turnout of potential employees for the various departments with job openings.
- **55+ Expo** - Parks & Recreation hosted a booth at the Chamber of Commerce 55+ Expo at Dover Downs on April 29th. Carolyn Courtney and Megan Merine staffed a very busy booth. Visitors mainly asked for information on pickle ball, indoor walking & senior activities, dog parks, concert series, and summer camps for grandchildren. We have several sign up for our email marketing blasts as well.

⇒ On April 9, 2015 Chris Scott and Mike McGregor attended IRC Training in New Castle, Delaware.

⇒ During the weeks of April 13-24, 2015 Matthew Brown attended the National Fire Academy Fire and Arson Origin and Cause Course in York County, Pennsylvania.

⇒ On April 15, 2015 Velvet Brown and Jared Boesenberg attended Healthy Homes Training in Dover, Delaware.

⇒ During the week of April 16-22, 2015 Ann Marie Townshend (Planning Director) and William Cook (Planner I) attended American Planning Association's National Conference and Leadership Training in Seattle, Washington.

⇒ On April 16. 2015 Greg Akers, Chris Scott, and Mike McGregor attended International Building Code Transition Training in New Castle, Delaware.

Planning, Inspections & Recreation Revenue

Revenue Stream	FY '15 Budget		FY '15 Actual (YTD)	
Business License	$1,460,000	$	1,396,306	96%
Trailer License	$23,000	$	19,908	87%
Building Permits	$565,000	$	419,806	74%
Cert. of Occupancy	$6,200	$	6,000	97%
Public Occupancy	$10,000	$	9,542	95%
Lodging House	$16,000	$	14,075	88%
Plumbing/Heating/Air	$75,000	$	51,336	68%
Sprinkler	$35,000	$	22,189	63%
Rental Inspection Fee	$345,000	$	340,235	99%
Miscellaneous	$30,000	$	29,176	97%
Fire Protection Fees	$31,000	$	28,032	90%
Vacant Building Reg.	$60,000	$	129,983	217%
Total P&I Revenue	**$2,656,200**	$	2,466,586.29	93%
Recreation	$148,800	$	99,514	67%

PLANNING OFFICE

The Planning Office is part of the review process for certain types of construction activity permits (Building Permits, Sign Permits, etc.) and Certificate of Occupancy permits. For April 2015, Planning Staff was involved with review of 81 Permits and 10 Certificates of Occupancy permits. (2015 calendar year total of 266 Permits and CO's compared to 226 for 2014). Planning Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

COMPREHENSIVE PLAN IMPLEMENTATION

Planning Staff continues to focus on the various implementation items identified in the *2008 Comprehensive Plan* as amended.

- On-going efforts of the Planning Office include and research for future ordinance amendments related to the Recreational and Commercial (RC) zone and temporary activities.
- The Planning Office is also involved in the following studies and projects: City Recreational Needs Assessment, Restoring Central Dover Community Plan, and Transportation Improvement Districts.

Downtown Development District

The Planning Office has received several Incentive Applications for projects within the Downtown Development District. An announcement of the Large Projects designated for grant funding was made following the completion of the first reservation process round for the DDD Grant Program administered by the Delaware State Housing Authority.

Comprehensive Plan Amendments 2015

On April 13th, the City Council approved the Comprehensive Plan Amendments 2015. The Comprehensive Plan Amendments approved consist of two items. First, the amendment was approved to change the land use classification on the Land Development Plan Map 12-1 for the property at 801 North State Street from Residential Medium Density to Commercial. In the other amendment, approval was granted to a text amendment of Chapter 13 – Annexation Plan to remove the requirements for Cost-Revenue Analysis but with language be added to ensure staff still completed a simple analysis for annexations. (MI-15-01A and B)

Construction Activity

- Project work remains to complete the site improvements at the new Dover High School for the eastern areas of the site including the baseball/softball field areas. Temporary Certificates of Occupancy are in place with conditions. (C-10-05/S-11-18)

- For the Leander Lakes Apartments project, the foundation and building construction has started on the community center building and two apartment buildings. The apartment complex is located south of Forrest Avenue/Route 8 and west of Dover High Drive.

- The Planning Staff continues to participate in coordination conference calls with Calpine regarding the Garrison Energy Center project at 450 Garrison Oak Drive (Lot 7 of the Garrison Oak Technical Park). The project construction is in the final stages for the Garrison Energy Center Phase 1 (S-12-17). The Planning Office is awaiting receipt of State DNREC permits for the Above Ground Storage Tank before approving the Administrative Site Plan (S-14-20) for the addition of a Fuel Oil Tank.

- Construction activities continue at the Uzin Utz Manufacturing facility at 200 Garrison Oak Drive (Lot 12 of the Garrison Oak Technical Park) with a June 2015 completion date anticipated. The staff of the Planning, Inspections, and Fire Marshal's Office have met with the developer to assess project progress and to address project issues. (S-13-20)

- A Pre-Construction meeting was held on April 1st for the Westminster Health Care Center for a major interior renovation/rehabilitation project at the facility.

BOARD AND COMMISSION ACTIVITY

Planning Commission

The Planning Commission's regular meeting was scheduled for April 20, 2015. However, due to a lack of quorum present for the meeting all agenda items had to be postponed until the May meeting of the Commission. The next Planning Commission meeting is scheduled for May 18, 2015.

The following agenda items were postponed:

- S-13-06 US Gas at 461 North DuPont Highway
- Z-15-01 Lands of 801 Gold Coast, LLC at 801 North State Street: Rezoning from RG-3 to C-2A
- SB-15-01 Lands of Michael E. Camisky at 5096 Hazlettville Road
- S-15-04 Dover Town Center at 1574 N. DuPont Highway
- S-15-05 North Street Mini Storage at 1351 West North Street

Board of Adjustment

The Board of Adjustment met on April 15, 2015. The next regular scheduled meeting of the Board of Adjustment is scheduled for May 20, 2015. The following application was considered:

- **V-15-07 74 Laurel Drive -Thomas Bugbee and Sherrill Brekke-** Variance extension was granted by the Board of Adjustment from the requirements of Article 5 § 311.211(c) of the *Zoning Ordinance* pertaining to new residential construction within the flood hazard area.

Historic District Commission

The Historic District Commission met on April 23, 2015. The next Historic District Commission meeting is scheduled for May 21 2015.

- **HI-15-07 "The Santa House" Project -** Informational Presentation on "The Santa House" Project. This project is a proposed portable temporary structure. Its primary placement is anticipated to be located in Loockerman Way, the open space area between West Loockerman Street and North Street. Property owner: Downtown Dover Partnership.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

CDBG FY14 Projects

- ***Homeownership Assistance Program***
  Five (5) clients have been approved for the Dover First Start Program and are mortgage ready. Each client has been approved for $20,000 in down payment assistance to purchase eligible properties in the City of Dover. Five (5) clients have purchased properties using the Dover First Start Program and one (1) client is under contract and will close on their property next month.

- ***Dover Interfaith Mission for Housing***
  CDBG funds will be used for operations cost for the shelter. This project has been completed.

- ***NCALL Research***
  CDBG funds will be utilized for pre-purchase homeownership counseling services for up to ten (10) Dover residents.

- ***Elizabeth W. Murphey School***
  CDBG funds will be used for the roof replacements for one building on the campus that services children that are at risk for homelessness. This project is completed.

Restoring Central Dover Initiative
NCALL was awarded the Implementation Grant for the Restoring Central Dover Initiative.

Five (5) Year Consolidated Plan 2015-2019
Completion of the Five Year Consolidated Plan is underway and will be submitted to City Council for approval at its May 11th meeting.

Mayors Challenge to End Veterans Homelessness
The Mayor's Task Force for Ending Veterans Homelessness set a goal to house 22 Veterans by June 2015. Currently, there have been 19 veterans housed year to date.

Dangerous Buildings, Vacant Buildings & Demolitions

- *200 N. West Street*—The owners met with City Staff and have obtained a renovations permit. To date, the exterior of the property has been maintained, with renovations beginning within the interior.
- *1370 College Road*—The property was presented to the Dover City Council on October 25, 2014 as a dangerous building with the recommendation to have the structure demolished. The owners of the property appealed before City Council that they wished to keep the property and were willing to make all necessary repairs. City Council agreed with the homeowners and gave them 6 months to make repairs. A permit has been submitted.
- *5 Welch Drive*—Notice was mailed to the lien holders to repair all code violations by December 21, 2014, or the property would be taken forward to City Council as a dangerous structure. On February 9th, City Council declared the home dangerous and ordered the owner to repair or demolish within 30 days. An asbestos survey was conducted at the site with no asbestos found. Demolition is scheduled for May.
- *312 W. Loockerman Street*—Notice was sent to the lien holders to make repairs to the vacant structure by January 6, 2015, or City Staff would schedule a date with Council to declare the building dangerous and request to have the building demolished. On February 19th the City Historic District Commission ruled that Demolition by Neglect was occurring and recommended the owner have 6 months to make repairs or to have the building demolished. On March 9th City Council declared the building dangerous and the owner was given until September 9, 2015 to repair or demolish the building.
- *363 Rita-Wilma Way*—The two abandoned mobile homes on this lot have been condemned as unfit for human occupancy and boarded. The lien holders and the property owner have been notified to make repairs or demolish the homes by December 29, 2014. No repairs have been made to the homes, the structures were presented to City Council on March 9, 2015. The owners were giving until May 9th to repair or demolish the structures.
- *110 Rustic Lane*—This building was condemned by City Staff and the dangerous building process has begun.

- *Vacant Buildings*—During the month of April, thirty (30) additional buildings were registered as vacant, and $5,750.00 in vacant building registration fees were collected.

Code Enforcement Activity—APRIL

Case Type	# cases current month	# cases YTD	% staff initiated current month	% staff initiated YTD
No valid Rental Permit	75	96	100%	95%
No valid Building Permit	6	14	80%	93%
Tall grass and weeds	78	78	87%	87%
Unregistered vehicle	1	12	100%	92%
Abandoned vehicle	10	43	90%	81%
Annual Housing Inspection	19	169	95%	90%
Property Maintenance – Exterior	85	211	58%	53%
Electric Termination	38	56	61%	52%
Dover Code of Ordinances	59	184	78%	79%
Zoning	4	19	100%	53%
Total Cases	**375**	**882**		
Total # of Inspections For Month	**388**			

Fire Marshal's Office, Building Inspections & Licensing Summary

LIFE SAFETY		July14-Apr15	April 2014	July13-Apr14
Inspections	**APRIL 15**	**FYTD 15**	**APRIL 14**	**FYTD 14**
Annual Fire/Life Safety Inspections	45	358	23	147
Fire/Code/DCO Complaints	36	442	38	158
Inspection Deficiencies from AFI	82	901	53	241
C/O & Acceptance Tests	7	110	4	15
Administrative Walk Thru	14	92	-	-
Plan Review	9	-	-	-
Accidental	$31,300	$389,700	$84,000	$1,117,000
Incendiary	$0	$73,600	$0	$0.00
Undetermined	$5,000	$17,900	$0	$20,000
PERMITTING AND LICENSING				
Permits Issued	**APRIL 15**	**FYTD 15**	**APRIL 14**	**FYTD 14**
Administrative Permit	4	18	3	5
Building Addition/Renovation Permits	36	348	39	101
Building Permits	24	153	12	43
Demolition Permits	10	43	3	13
Fence Permits	8	70	5	17
Fire Prevention Permits	7	77	7	22
Mechanical Permits	25	244	24	113
Plumbing Permits	22	227	26	93
Sign Permits	25	201	11	64
Swimming Pool Permits	3	9	1	1
Business Licenses	16	982	29	11
Merchant Licenses	2	206	2	12
Contractor Licenses	37	624	28	120
Lodging House Licenses	2	55	15	44
Mobile Homes	7	298	5	20
Public Occupancy	18	393	17	294
Rental Dwelling	91	3452	147	2827
BUILDING INSPECTIONS				
Inspections	**APRIL 15**	**FYTD 15**	**APRIL 14**	**FYTD 14**
Building	297	3155	66	733
Plumbing/Mechanical	488	2757	47	987
Certificate of Occupancy	10	135	5	36

Fire Marshal's Office—At a Glance

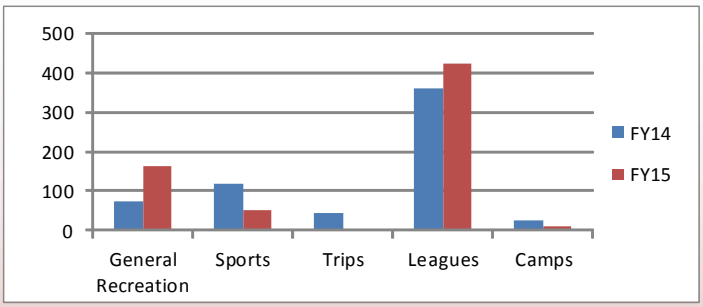
Deputy Fire Marshal Matthew Brown attended the National Fire Academy in Emmetsburg, MD where he successfully completed the two week on campus Fire & Arson Origin and Cause Investigation course. Congrats to Matt!!!



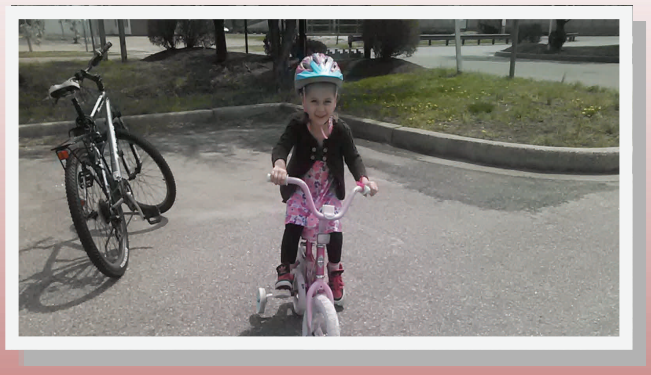
Recreation Division

Enrollment Summary

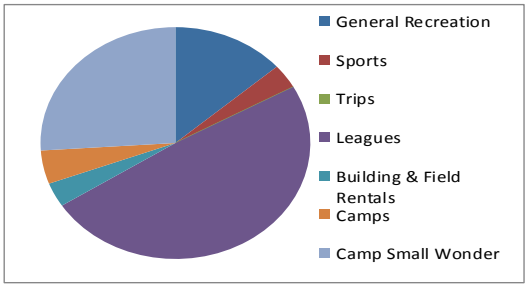
April 2014 verses April 2015



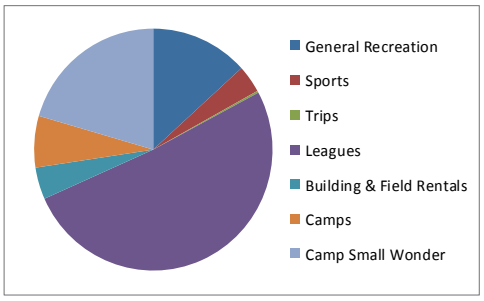
Category	FY14	FY15
General Recreation	75	165
Sports	118	50
Trips	43	0
Leagues	361	423
Camps	26	9



Revenue Breakdown: April 2015 verses April 2014



General Recreation	**$1,999.00**
Sports	**$500.00**
Trips	**$0.00**
Leagues	**$7,230.00**
Building & Field Rentals	**$500.00**
Camps	**$690.00**
Camp Small Wonder	**$3,840.00**



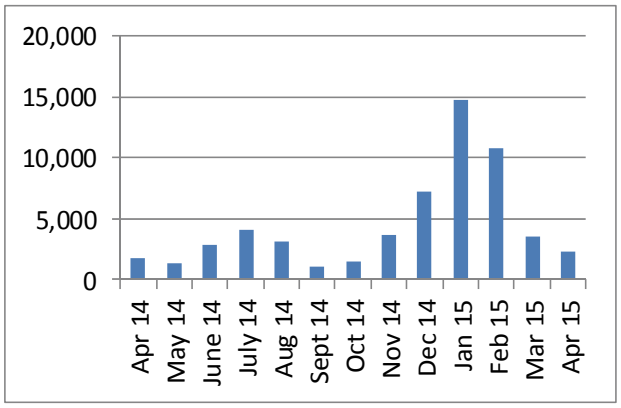
General Recreation	**$3,256.50**
Sports	**$905.00**
Trips	**$65.00**
Leagues	**$12,575.00**
Building & Field Rentals	**$1,050.00**
Camps	**$1,690.00**
Camp Small Wonder	**$5,042.00**



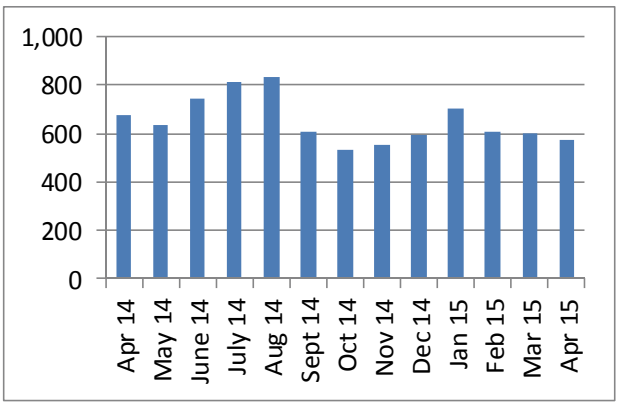


John W. Pitts Recreation Center – APRIL 2015

Total Program Attendance



Facility Usage By The Hour



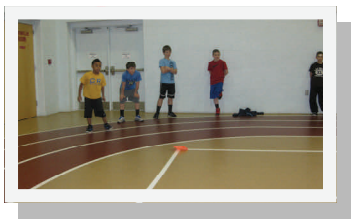
Facility Usage By The Hour	APRIL 15		FYTD 15		APRIL 14		FYTD 14
Open Gym	418.5		3,909.5		484		4,173.5
Fitness Classes	35.5		396		68.5		576.5
Leagues	34		830.5		32		840
Camps	32.5		764		32.5		587.5
Sports Classes	13.5		236		24.5		214.25
Meetings & Rentals	36.5		348.5		31		292.5
Enrichment Classes	0		12		6		68.5
Total Facility Usage Hours	570.5		6,496.5		678.5		6,752.25

Daily Program Attendance**	APRIL 15		FYTD 15		APRIL 14		FYTD 14
Total	2,312		51,900		1,763		45,864
Open Gym	675		5,309		503		4,575
Fitness Classes	299		2,696		426		3,385
Leagues	480		31,908		292		27,277
Camps	44		1,185		130		1,438
Sports Classes	129		2,252		261		2,113
Meetings & Rentals	685		8,505		125		6,920
Enrichment Classes	0		45		26		156

Since our opening in late April 2008, we have had 382,367 guests at the John W. Pitts Recreation Center.

April Open Gym Registrations and Packages Sold

Packages Sold:	FEB	MTD	YTD	FYTD
Daily:	21	$63	319	$957
Individual Quarterly:	3	$45	13	$195
Individual Annual:	0	$0	4	$120
Family Quarterly:	0	$0	3	$75
Family Annual:	0	$0	0	$0
Revenue:		**$108**		**$1,347**

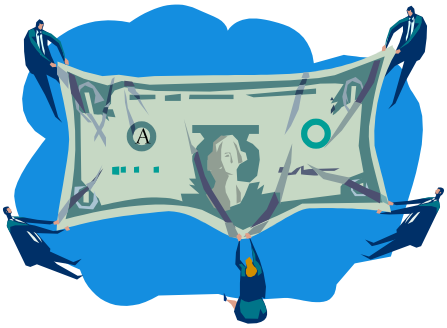


CITY OF DOVER
FINANCE AND PROCUREMENT & INVENTORY DEPARTMENTS
APRIL 2015 - MONTHLY BUDGET REPORTS















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

CITY OF DOVER
ACTIVITY REPORTS
APRIL 2015

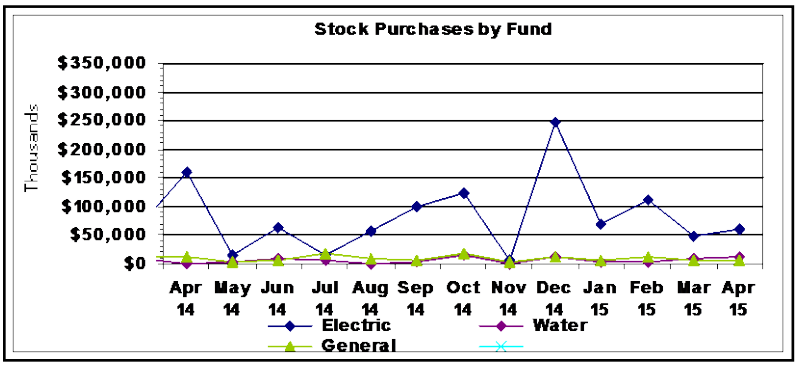
FINANCE DEPARTMENT ACTIVITY LEVELS

	FY14 YTD			FY15 YTD		
BANK TRENDS						
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	5,363			5,869		
Total Amount of All Deposits	$ 106,847,869			$116,243,121		
PAYROLL						
	Hours	%	Amount	Hours	%	Amount
Gross wages per registers	**689,387**	**100.0%**	**$ 16,041,866**	**696,649**	**100.0%**	**$ 16,556,947**
Wages and Hours Worked						
Regular	577,701	83.8%	$ 12,446,931	570,420	81.9%	$ 12,672,017
All over time	29,832	4.3%	$ 1,190,589	27,721	4.0%	$ 1,123,348
Other Paid or Unpaid Wages and Hours						
Vacation	35,207	5.1%	$ 915,071	36,817	5.3%	$ 982,508
Sick	14,399	2.1%	$ 364,648	15,718	2.3%	$ 399,238
Terminal Leave - Retiree Vacation/Sick Payout	10,927	1.6%	$ 348,596	17,002	2.4%	$ 530,398
Comp Time	7,059	1.0%	$ 198,144	7,105	1.0%	$ 205,271
Personal	1,249	0.2%	$ 35,485	1,521	0.2%	$ 45,723
Leave Without Pay	3,889	0.6%	$ -	3,028	0.4%	$ -
Other (description below)	9,127	1.3%	$ 542,368	17,329	2.5%	$ 598,443
Other includes: pay adjustments, military differential pay, training, committee meetings, worker compensation tracking/adjustments, etc.						
Other Activity						
Number of Pay Periods	21			21		
Number of Payroll Checks & Direct Deposits Issued	7,563			7,736		
Number of Pension Checks Issued	2,563			2,534		
Total Pension Benefits Paid - Defined Benefit Plan	$ 4,313,502			$ 4,344,449		
ACCOUNTS PAYABLE						
Number of Check Vouchers	4,855			4,870		
Number of EFT Vouchers	1,919			1,986		
Vouchers Dollar Amount Disbursed	$ 69,355,572			$ 68,971,658		

PROCUREMENT & INVENTORY ACTIVITY LEVELS

ERROR! NO TOPIC SPECIFIED.

Value: $2,721,994 Line Items: 1,432



Fuel Use		
Unleaded:	10,501.7	gallons
Diesel:	6,017.9	gallons
Total Cost:	$ 31,676	

City of Dover
Finance Department
Monthly Report – April 2015
General Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 3,393,000	$ 4,361,500	$ -	$ 4,361,500	0.0%
Revenues					
Court of Chancery Fees	1,023,000	1,023,000	830,320	192,680	81.2%
Fines & Police Revenues	1,288,800	1,288,800	805,230	483,570	62.5%
Franchise Fees	636,000	636,000	426,257	209,743	67.0%
Grants	623,500	623,500	426,510	196,990	68.4%
Intrafund Services	4,863,000	4,959,300	3,816,146	1,143,154	76.9%
Library & Recreation Revenues	670,400	710,400	577,601	132,799	81.3%
Licenses & Permits	2,814,200	2,814,200	2,732,888	81,312	97.1%
Property Taxes (Includes BID Revenue) (1)	11,099,200	11,099,200	11,143,985	(44,785)	100.4%
Miscellaneous Revenues	93,900	93,900	59,378	34,522	63.2%
Sanitation Revenues	2,595,600	2,595,600	2,149,498	446,102	82.8%
Other Miscellaneous Revenues					
Garrison Farm Rent Revenue	101,400	101,400	77,117	24,283	76.1%
Transfers-In from Special Funds & Utilities					
Municipal Street Aid Fund	663,900	664,200	664,193	7	100.0%
2014 Revenue Bond Proceeds	-	-	475,000	(475,000)	0.0%
Civil Traffic Penalties	500,000	500,000	348,762	151,238	69.8%
Transfer Taxes	1,250,000	1,250,000	1,564,572	(314,572)	125.2%
Verizon, Contingency and CI Reserves	4,000	54,000	50,000	4,000	92.6%
Police Grants	124,000	124,000	88,756	35,244	71.6%
Water/Wastewater Fund	500,000	500,000	500,000	-	100.0%
Electric Fund	10,000,000	10,000,000	7,836,000	2,164,000	78.4%
Total Revenues	38,850,900	39,037,500	34,572,213	4,465,287	88.6%
Total Beginning Balance & Revenues	**$ 42,243,900**	**$ 43,399,000**	**$ 34,572,213**	**$ 8,826,787**	79.7%
Expenditures					
City Clerk & Council	$ 489,800	$ 493,300	$ 368,808	$ 124,492	74.8%
Mayor, City Manager & Human Resources	1,047,100	1,056,300	756,559	299,741	71.6%
Police & Police Extra Duty	14,698,600	15,051,400	11,837,573	3,213,827	78.6%
Public Services	4,551,700	4,550,000	3,366,300	1,183,700	74.0%
Engineering	192,600	193,700	25,431	168,269	13.1%
Procurement & Inventory, Facilities Mgmt., Vehicle Maint.	1,990,100	2,032,900	1,613,552	419,348	79.4%
Planning & Inspections	2,192,400	2,241,900	1,707,956	533,944	76.2%
Finance, Info Tech & Customer Services	2,716,100	2,751,200	2,168,428	582,772	78.8%
Library & Recreation	2,099,500	2,132,800	1,639,070	493,730	76.9%
Fire Department	716,100	716,100	600,333	115,767	83.8%
Assessor	309,500	319,100	259,643	59,457	81.4%
Contribution to DDP	70,000	70,000	52,500	17,500	75.0%
Miscellaneous Grant Expense	25,000	25,000	-	25,000	0.0%
Other Employment Expenses	500,000	74,900	-	74,900	0.0%
Insurance	724,800	724,800	508,237	216,563	70.1%
OPEB - Retiree's Health Care Contribution	1,636,500	1,636,500	1,357,667	278,833	83.0%
Police Pension Trust Contribution - State Grant	500,000	500,000	426,510	73,490	85.3%
Appropriation to Employee Pension Fund - Unfunded Liability	-	543,000	181,000	362,000	33.3%
Appropriation to Police Pension Fund	655,000	755,000	604,000	151,000	80.0%
Street Lights	774,500	774,500	647,061	127,439	83.5%
Debt Service	708,600	708,600	943,815	(235,215)	133.2%
Transfers Out					
Contingency	-	300,000	300,000	-	100.0%
Capital Asset Reserve	-	60,000	60,000	-	100.0%
Parkland Reserve	-	25,000	25,000	-	100.0%
Uncollectible Reserve	50,000	50,000	50,000	-	100.0%
Capital Projects Fund	2,196,000	2,196,000	2,196,000	-	100.0%
Total Expenditures	38,843,900	39,982,000	31,695,443	8,286,557	79.3%
Budget Balance - Working Capital	3,400,000	3,417,000	-	3,417,000	0.0%
Total Budget Balance & Expenditures	**$ 42,243,900**	**$ 43,399,000**	**$ 31,695,443**	**$ 11,703,557**	73.0%
Reserve Balances					
Contingency	$ 467,900	$ 719,200	$ 718,819		

(1) Property Taxes are the taxes billed and not cash received. The outstanding receivable balance as of 4/30/15 is $230,909 as compared to $249,177 in April 2014.

City of Dover
Finance Department
Monthly Report – April 2015
Water/Wastewater Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance - Water	$ 658,400	$ 763,600	$ -	$ 763,600	0.0%
Beginning Balance - Wastewater	(98,500)	87,500	-	87,500	0.0%
Beginning Balance - Kent County Treatment	155,000	453,400	-	453,400	0.0%
	714,900	1,304,500	-	1,304,500	0.0%
Revenues					
Water Fees	4,616,400	4,616,400	3,957,304	659,096	85.7%
Wastewater Fees	3,706,800	3,706,800	3,087,652	619,148	83.3%
Kent County Treatment Fees	2,902,600	2,902,600	2,442,888	459,712	84.2%
Ground Water Inflow Adjustment	1,862,500	1,862,500	1,505,341	357,159	80.8%
Water Tank Leases	331,900	331,900	282,498	49,402	85.1%
Miscellaneous Service Fee	179,600	179,600	53,050	126,550	29.5%
Impact Fees - Water	472,700	427,900	248,513	179,387	58.1%
Impact Fees - Wastewater	427,900	472,700	221,294	251,406	46.8%
Total Revenues	14,500,400	14,500,400	11,798,540	2,701,860	81.4%
Total Beginning Balance & Revenues	**$ 15,215,300**	**$ 15,804,900**	**$ 11,798,540**	**$ 4,006,360**	74.7%
Expenses					
Water/Wastewater Operating Divisions					
Engineering & Inspection	$ 500,900	$ 502,400	$ 365,874	$ 136,526	72.8%
Water	485,300	488,600	300,643	187,957	61.5%
Water Treatment Plant	1,576,900	1,582,200	1,150,010	432,190	72.7%
Wastewater	974,100	974,700	644,898	329,802	66.2%
Construction	252,500	253,300	205,439	47,861	81.1%
Kent County Treatment	3,655,000	3,655,000	3,330,071	324,929	91.1%
Intrafund Service Fees	1,354,900	1,371,100	1,059,827	311,273	77.3%
OPEB - Retiree's Health Care Contributions	200,000	200,000	150,000	50,000	75.0%
Debt Service	1,152,000	1,152,000	848,464	303,536	73.7%
Other Employment Expenses	17,700	6,200	-	6,200	0.0%
Transfers Out					
General Fund	500,000	500,000	500,000	-	100.0%
Water I & E Fund	1,200,000	1,200,000	900,000	300,000	75.0%
Wastewater I & E Fund	1,800,000	1,800,000	1,350,000	450,000	75.0%
Total Expenses	13,669,300	13,685,500	10,805,226	2,880,274	79.0%
Budget Balances					
Budget Balance - Working Capital - Water	1,020,100	1,113,300	-	1,113,300	0.0%
Budget Balance - Working Capital - WW	(739,200)	(557,400)	-	(557,400)	0.0%
Budget Balance-Working Capital - KSA	1,265,100	1,563,500	-	1,563,500	0.0%
Total Budget Balances	1,546,000	2,119,400	-	2,119,400	0.0%
Total Budget Balances & Expenses	**$ 15,215,300**	**$ 15,804,900**	**$ 10,805,226**	**$ 4,999,674**	68.4%
Reserve Balances					
Contingency-Water	$ 107,700	$ 106,500	$ 104,967		
Contingency-Wastewater	$ 194,800	$ 192,700	$ 189,809		
Impact Fee Reserve - Sewer	$ 1,552,300	$ 1,508,700	$ 1,464,287		
Impact Fee Reserve - Water	$ 203,900	$ 203,600	$ 200,616		
Bond Coverage Ratio (Covenant 1.20)	4.29	4.29	4.29		

City of Dover
Finance Department
Monthly Report – April 2015
Electric Revenue Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 9,253,600	$ 6,603,800	$ -	$ 6,603,800	0.0%
Revenues					
Sales to Customers	78,043,000	78,043,000	64,696,597	13,346,403	82.9%
Utility Tax	1,296,900	1,296,900	1,054,813	242,087	81.3%
Weyandt Hall Rents	200,000	200,000	168,637	31,363	84.3%
Miscellaneous Revenues	754,600	754,600	902,575	(147,975)	119.6%
Interest Earned	12,000	12,000	192	11,808	1.6%
Transfer from Rate Stabilization	2,000,000	2,000,000	2,000,000	-	100.0%
Total Revenues	82,306,500	82,306,500	68,822,814	13,483,686	83.6%
Total Beginning Balance & Revenues	**$ 91,560,100**	**$ 88,910,300**	**$ 68,822,814**	**$ 20,087,486**	77.4%
Expenses					
Power Supply & Generation					
Hedged Energy	$ 21,823,000	$ 21,823,000	$ 22,283,258	$ (460,258)	102.1%
Power Supply Management	996,000	996,000	830,000	166,000	83.3%
Capacity Charges	9,958,900	9,958,900	7,947,637	2,011,263	79.8%
Dover Sun Park Energy	2,067,600	2,067,600	1,271,141	796,459	61.5%
Solar Renewal Energy Credits	378,600	378,600	258,548	120,052	68.3%
PJM Charges - Energy	11,499,800	11,499,800	7,773,953	3,725,847	67.6%
PJM Charges - Transmission & Fees	7,234,100	7,234,100	4,631,472	2,602,628	64.0%
Total Power Supply	53,958,000	53,958,000	44,996,009	8,961,991	83.4%
Plant Operations	6,141,100	6,141,100	4,726,516	1,414,584	77.0%
Generation Fuels	1,611,100	1,611,100	1,606,254	4,846	99.7%
Capacity Credits	(8,881,500)	(8,881,500)	(7,108,178)	(1,773,322)	80.0%
PJM Spot Market Energy	(2,232,800)	(2,232,800)	(2,388,055)	155,255	107.0%
PJM Credits	(486,700)	(486,700)	(581,473)	94,773	119.5%
Total Generation	(3,848,800)	(3,848,800)	(3,744,936)	(103,864)	97.3%
Total Power Supply & Plant	50,109,200	50,109,200	41,251,073	8,858,127	82.3%
Electric Operating Divisions:					
Transmission/Distribution	4,028,700	3,954,900	2,852,291	1,102,609	72.1%
Electrical Engineering	1,370,900	1,379,300	934,157	445,143	67.7%
Administration	636,600	632,400	470,372	162,028	74.4%
Meter Reading	267,600	357,200	294,825	62,375	82.5%
Systems Operations	686,300	696,500	543,792	152,708	78.1%
Intrafund Services	3,508,100	3,588,200	2,756,319	831,881	76.8%
Utility Tax	1,296,900	1,296,900	1,054,813	242,087	81.3%
OPEB Trust Contribution - Unfunded Liability	1,009,800	1,009,800	757,350	252,450	75.0%
OPEB - Retirees Health Care Contribution	513,300	513,300	384,975	128,325	75.0%
Interest on Deposits	20,000	20,000	15,067	4,933	75.3%
Green Energy Payment to DEMEC	130,000	130,000	107,713	22,287	82.9%
Accounts Receivable Write-Offs	200,000	200,000	200,000	-	100.0%
Other Employee Expenses	54,200	24,000	-	24,000	0.0%
Contractual Services RFP's	246,800	246,800	205,915	40,885	83.4%
Debt Service	3,297,000	3,297,000	2,838,210	458,790	86.1%
Transfers Out:					
General Fund	10,000,000	10,000,000	7,836,000	2,164,000	78.4%
Electric Improvement & Extension Fund	4,750,000	4,750,000	2,975,000	1,775,000	62.6%
Inventory Reserve	175,000	175,000	175,000	-	100.0%
Total Expenses	82,300,400	82,380,500	65,652,872	16,727,628	79.7%
Budget Balance - Working Capital	9,259,700	6,529,800	-	6,529,800	0.0%
Total Budget Balance & Expenses	**$ 91,560,100**	**$ 88,910,300**	**$ 65,652,872**	**$ 23,257,428**	73.8%
Reserve Balances					
Contingency Reserve	$ 826,000	$ 825,000	$ 820,947		
Insurance Reserve	$ 743,600	$ 742,800	$ 739,084		
Rate Stabilization Reserve	$ 8,583,000	$ 8,541,500	$ 8,488,084		
Bond Coverage Ratio (Covenant 1.25)	1.95	1.93	2.57		
Megawatt Hours Sold & Purchased					
Sales to Customers MWh (excluding Street Light MWh)	712,390	712,390	598,859		84.1%
Sales per MWh	$ 109.55	$ 109.55	$ 108.03		98.6%
Purchased/Generated MWh	741,522	741,522	623,608		84.1%
All In MWh Supply & Generation	$ 67.58	$ 67.58	$ 66.15		97.9%

City of Dover
Finance Department
Monthly Report – April 2015
General Capital Project Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance - Projects	$ 117,100	$ 2,324,100	$ -	$ 2,324,100	0.0%
Beginning Balance - Library	$ -	$ 330,500	$ -	$ 330,500	0.0%
Revenues					
State Grant - Other	153,000	208,000	15,000	193,000	7.2%
Interest Earnings	-	-	1,119	(1,119)	0.0%
Transfer from General Fund for Projects	2,196,000	2,196,000	2,196,000	-	100.0%
2014 Loan Proceeds - PD/Fire/Streets	3,579,400	3,593,300	683,100	2,910,200	19.0%
Income from Sale of Assets	-	-	67,462	(67,462)	0.0%
Transfer from Parkland Reserve	-	104,000	104,000	-	100.0%
Total Revenues	5,928,400	6,101,300	3,066,681	3,034,619	50.3%
Total Beginning Balance & Revenue	**$ 6,045,500**	**$ 8,755,900**	**$ 3,066,681**	**$ 5,689,219**	35.0%
Expenditures					
Fire	$ 827,300	$ 827,300	$ 526,617	$ 300,683	63.7%
Grounds Maintenance	68,100	86,700	65,947	20,753	76.1%
Recreation	146,000	284,400	150,123	134,277	52.8%
Police	499,100	601,700	539,978	61,722	89.7%
Streets	3,956,400	5,917,900	2,497,525	3,420,375	42.2%
Sanitation	256,500	256,500	-	256,500	0.0%
Procurement & Inventory	-	55,000	49,672	5,328	90.3%
Loan Issuance Costs	75,000	61,100	60,668	432	99.3%
Transfer to Capital Asset Reserve	-	330,500	330,500	-	100.0%
Transfer to Parkland Reserve	100,000	180,000	180,000	-	100.0%
Total Expenditures	5,928,400	8,601,100	4,401,030	4,200,070	51.2%
Budget Balance - Projects	117,100	154,800	-	154,800	0.0%
Total Budget Balance & Expenditures	**$ 6,045,500**	**$ 8,755,900**	**$ 4,401,030**	**$ 4,354,870**	50.3%
Reserve Balances					
Capital Asset Replacement Reserve	$ 512,300	$ 914,000	$ 913,227		
Parkland/Recreation	$ 304,800	$ 320,700	$ 320,122		

City of Dover
Finance Department
Monthly Report – April 2015
Water/Wastewater Improvement & Extension Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance - Water	$ 1,021,200	$ 7,588,800	$ -	$ 7,588,800	0.0%
Beginning Balance - Wastewater	$ 1,060,000	$ 5,500,400	$ -	$ 5,500,400	0.0%
Revenues					
Income from Sale of Assets	-	-	20,336	(20,336)	0.0%
Interest Earned	25,000	40,000	25,824	14,176	64.6%
Transfer from Operating Fund for Water	1,200,000	1,200,000	900,000	300,000	75.0%
Transfer from Operating Fund for Wastewater	1,800,000	1,800,000	1,350,000	450,000	75.0%
Transfer from Impact Fee Reserve - Wastewater	1,315,600	1,315,600	1,315,600	-	100.0%
Total Revenues	4,340,600	4,355,600	3,611,760	743,840	82.9%
Total Beginning Balance & Revenues	**$ 6,421,800**	**$ 17,444,800**	**$ 3,611,760**	**$ 13,833,040**	20.7%
Expenses					
Water	$ 1,336,900	$ 7,526,500	$ 1,988,476	$ 5,538,024	26.4%
Wastewater	3,273,200	7,785,600	2,957,417	4,828,183	38.0%
Water Treatment Plant	38,100	38,100	33,771	4,329	88.6%
Total Expenses	4,648,200	15,350,200	4,979,664	10,370,536	32.4%
Budget Balance - Working Capital - Water	858,700	1,244,200	-	1,244,200	0.0%
Budget Balance - Working Capital - Wastewater	914,900	850,400	-	850,400	0.0%
Total Budget Balances	1,773,600	2,094,600	-	2,094,600	0.0%
Total Budget Balances & Expenses	**$ 6,421,800**	**$ 17,444,800**	**$ 4,979,664**	**$ 12,465,136**	28.5%
Reserve Balances					
Capital Asset Replacement - Water	$ 522,700	$ 522,500	$ 514,892		
Capital Asset Replacement - Wastewater	$ 521,600	$ 519,100	$ 511,545		

City of Dover
Finance Department
Monthly Report – April 2015
Electric Improvement & Extension Fund Summary

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 3,362,200	$ 5,942,500	$ -	$ 5,942,500	0.0%
Revenues					
Interest Earnings	24,800	24,800	(3,398)	28,198	-13.7%
Transfer from Electric Revenue Fund	4,750,000	4,750,000	2,975,000	1,775,000	62.6%
Income from Sale of Assets	-	-	24,347	(24,347)	0.0%
General Service Billing	250,000	250,000	95,045	154,955	38.0%
Total Revenues	5,024,800	5,024,800	3,090,994	1,933,806	61.5%
Total Beginning Balance & Revenues	**$ 8,387,000**	**$ 10,967,300**	**$ 3,090,994**	**$ 7,876,306**	28.2%
Expenses					
Electric Generation	$ 2,240,000	$ 2,739,300	$ 1,615,886	$ 1,123,414	59.0%
Transmission/Distribution	1,033,000	1,854,200	812,528	1,041,672	43.8%
Electrical Engineering	1,663,100	2,750,200	604,168	2,146,032	22.0%
Total Expenses	4,936,100	7,343,700	3,032,582	4,311,118	41.3%
Budget Balance - Working Capital (Unaudited)	3,450,900	3,623,600	-	3,623,600	0.0%
Total Budget Balance & Expenses	**$ 8,387,000**	**$ 10,967,300**	**$ 3,032,582**	**$ 7,934,718**	27.7%
Reserve Balances					
Depreciation Reserve	$ 9,998,200	$ 10,015,300	$ 9,936,933		
Future Capacity Reserve	$ 10,148,700	$ 10,136,900	$ 10,086,643		

City of Dover
Finance Department
Monthly Report – April 2015
Community Transportation Improvement Fund

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 78,900	$ 143,500	$ -	$ 143,500	0.0%
Revenues					
Grants Revenue	500,000	1,677,800	25,253	1,652,547	1.5%
Interest Earned	500	500	212	288	42.4%
Total Revenues	500,500	1,678,300	25,465	1,652,835	1.5%
Total Beginning Balance & Revenues	**$ 579,400**	**$ 1,821,800**	**$ 25,465**	**$ 1,796,335**	1.4%
Expenses					
Program Expenses - Del Dot	$ 500,000	$ 1,677,800	$ 41,489	$ 1,636,311	2.5%
Total Expenses	500,000	1,677,800	41,489	1,636,311	2.5%
Budget Balance - Working Capital	79,400	144,000	-	144,000	0.0%
Total Budget Balances & Expenses	**$ 579,400**	**$ 1,821,800**	**$ 41,489**	**$ 1,780,311**	2.3%

City of Dover
Finance Department
Monthly Report – April 2015
Police Grant Funds

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 77,200	$ 172,100	$ -	$ 172,100	0.0%
Revenues					
Grants Received	339,000	436,400	272,271	164,129	62.4%
Interest Earned	-	-	677	(677)	0.0%
Total Revenues	339,000	436,400	272,948	163,452	62.5%
Total Beginning Balance & Revenues	**$ 416,200**	**$ 608,500**	**$ 272,948**	**$ 335,552**	44.9%
Expenses					
Cadet Program	$ -	$ 17,900	$ -	$ 17,900	0.0%
Program Expenses/Supplies	156,000	317,900	92,353	225,547	29.1%
Computer Hardware	50,000	47,800	10,793	37,007	22.6%
Telephone/Fax	15,000	15,000	11,744	3,256	78.3%
Training/Conference/Food/Travel	32,000	45,000	9,835	35,165	21.9%
Consulting/Audit Fees	1,000	1,000	737	263	73.7%
Contractual services	6,000	10,200	3,389	6,811	33.2%
Operating Transfers - Out	124,000	124,000	88,756	35,244	71.6%
Total Expenses	384,000	578,800	217,607	361,193	37.6%
Budget Balance - Working Capital (Unaudited)	32,200	29,700	-	29,700	0.0%
Total Budget Balances & Expenses	**$ 416,200**	**$ 608,500**	**$ 217,607**	**$ 390,893**	35.8%

City of Dover
Finance Department
Monthly Report – April 2015
Library Grant Fund

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 17,300	$ 44,800	$ -	$ 44,800	0.0%
Revenues					
Grants Received	274,100	281,400	281,313	87	100.0%
Total Revenues	274,100	281,400	281,313	87	100.0%
Total Beginning Balance & Revenues	**$ 291,400**	**$ 326,200**	**$ 281,313**	**$ 44,887**	86.2%
Expenses					
Program Expenses/Supplies-State Grants	$ 28,000	$ 29,900	$ 23,763	$ 6,137	79.5%
Program Expenses/Supplies-Federal Grants	-	2,500	2,500	-	100.0%
Office Supplies	24,000	28,000	17,587	10,413	62.8%
Printing/Duplicating	8,900	14,000	7,515	6,485	53.7%
Postage	100	100	36	64	36.0%
Books	128,900	132,600	91,002	41,598	68.6%
Furniture	2,000	15,100	6,318	8,782	41.8%
Audio Visual Supplies	74,000	75,100	48,476	26,624	64.5%
Training/Conference/Food/Travel	3,500	3,500	3,466	34	99.0%
Contractual Services	-	900	-	900	0.0%
Office Equipment/Repairs & Maintenance	2,000	6,000	4,840	1,160	80.7%
Other Equipment - Purchases	2,700	1,200	1,173	27	97.8%
Total Expenses	274,100	308,900	206,676	102,224	66.9%
Budget Balance - Working Capital	17,300	17,300	-	17,300	0.0%
Total Budget Balances & Expenses	**$ 291,400**	**$ 326,200**	**$ 206,676**	**$ 119,524**	63.4%

City of Dover
Finance Department
Monthly Report – April 2015
CJC Grants/Aid

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ -	$ -	$ -	$ -	0.0%
Revenues					
Grants Received	31,800	31,800	10,549	21,251	33.2%
Total Revenues	31,800	31,800	10,549	21,251	33.2%
Total Beginning Balance & Revenues	**$ 31,800**	**$ 31,800**	**$ 10,549**	**$ 21,251**	33.2%
Expenses					
Contractual Services	$ 31,800	$ 31,800	$ 10,549	$ 21,251	33.2%
Total Expenses	31,800	31,800	10,549	21,251	33.2%
Budget Balance - Working Capital (Unaudited)	-	-	-	-	0.0%
Total Budget Balances & Expenses	**$ 31,800**	**$ 31,800**	**$ 10,549**	**$ 21,251**	33.2%

City of Dover
Finance Department
Monthly Report – April 2015
After School Program/Substance Abuse Prevention Fund

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ 41,000	$ 41,000	$ -	$ 41,000	0.0%
Revenues					
Grants Received	55,600	55,600	28,030	27,570	50.4%
Recreation Revenue	33,000	33,000	29,249	3,751	88.6%
Total Revenues	88,600	88,600	57,279	31,321	64.6%
Total Beginning Balance & Revenues	**$ 129,600**	**$ 129,600**	**$ 57,279**	**$ 72,321**	44.2%
Expenses					
Temporary Help/Benefits	$ 54,000	$ 54,000	$ 28,873	$ 25,127	53.5%
Program Expenses/Supplies	55,600	55,600	25,061	30,539	45.1%
Total Expenses	109,600	109,600	53,934	55,666	49.2%
Budget Balance - Working Capital (Unaudited)	20,000	20,000	-	20,000	0.0%
Total Budget Balances & Expenses	**$ 129,600**	**$ 129,600**	**$ 53,934**	**$ 75,666**	41.6%

City of Dover
Finance Department
Monthly Report – April 2015
CDBG Fund

	Budget	Revised Budget	YTD	Balance	83% Budget
Beginning Balance	$ -	$ 2,100	$ -	$ 2,100	0.0%
Revenues					
Grants Received	235,000	284,200	188,867	95,333	66.5%
Interest Earnings	-	-	89	(89)	0.0%
Total Revenues	235,000	284,200	188,956	95,244	66.5%
Total Beginning Balance & Revenues	**$ 235,000**	**$ 286,300**	**$ 188,956**	**$ 97,344**	66.0%
Expenses					
Closing Cost/Down Payment Program	$ 102,800	$ 103,000	$ 102,068	$ 932	99.1%
Dover Interfaith Ministry	27,500	27,500	27,500	-	100.0%
MHDC Emergency Home Repair	-	100	28	72	28.0%
First State RC&D	-	1,900	1,853	47	97.5%
Elizabeth W Murphy School	50,000	51,200	51,135	65	99.9%
NCALL Research Inc.	7,700	10,000	3,500	6,500	35.0%
Milford Housing H/O Rehabilitation	-	3,000	2,933	67	97.8%
Salaries	47,000	87,500	33,619	53,881	38.4%
NSP Expense	-	-	674	(674)	0.0%
Total Expenses	235,000	284,200	223,310	60,890	78.6%
Budget Balance - Working Capital	-	2,100	-	2,100	0.0%
Total Budget Balances & Expenses	**$ 235,000**	**$ 286,300**	**$ 223,310**	**$ 62,990**	78.0%

Monthly Report

April 2015

Economic Development Office

2015_04

- Attended National Main Street Conference in Atlanta
- Calpine Bi-weekly Conference Call
- Attended Business Development Roundtable Update – Kent County Levy Court
- Walk-about with Assistant City Manager to visit Downtown Merchants
- Attended Parking Committee Meeting and requested panhandling statistics from Major Mailey
- Attended Kent County Community Garden meeting
- Met with Larry Hatter regarding incentives for Lone Star Steakhouse
- Attended TADD meeting in Ocean City, Maryland
- Attended Kent Economic Partnership Annual Dinner
- Worked with owners of SunRoc building to resolve electric billing problem
- Attended DDD progress meeting
- Met with Dave Moore, President of Milford Housing Development Corporation
- Provided power availability data to Alan Perry for potential data center user
- Met with owners of Advantech to discuss relocation potential
- Attended the Garrison Oak Technology Park progress meeting
- Provided update Economic Development Office Benchmarks to Parks, Recreation, and Community Enhancement Committee
- Attended Central Delaware Chamber of Commerce Board Meeting
- Attended Kent County Tourism Board Meeting at Biggs Museum
- Met at DELTECH to discuss Kent Economic Summit
- Met with City Manager, Assistant City Manager and potential developer of the Value City Building
- Reviewed Uni-Select's purchase of Kunkel Auto Parts and reviewed with legal counsel the effect on their lease
- Attended Dover Air Force Base Honorary Commander orientation
- Met with representative of Worth & Company
- Preliminary Farmer's Market meeting with Amy Mullen
- Reviewed DDD application for Janaid's with Clinton Tymes
- Reviewed and approved incentive application for Blue Hen Corporate Center renovations
- Met with Clay Hammond to discuss Workforce Development Initiatives
- Met with Erin Thwaites re: First Friday in June
- Met with representatives from Brown & Brown Insurance

- Attended state-wide Economic Summit at Chase Center and made presentation regarding Downtown Development District
- Attended President's Council on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties and provided update on DDP-owned properties
- Attended DDD large grant announcement
- Attended lunch with Kent County Legislators to discuss future funding for Downtown Development Districts
- Attended NCALL Steering Committee Meeting
- Attended and participated in Downtown Development District Meeting at Bayard Plaza

Measures:

1 Maintain an unemployment rate for the City of Dover that is lower than national and state averages

	2012-2013 Actual	**2013-2014 Actual**	**2014 - 2015 Actual**
Results	<10% unemployment rate in June 2013 7.5% - US Rate 6.9% - DE Rate 8.9% - City of Dover Rate June 2013 Actual	< 10% unemployment rate in June 2014 6.1 % - US Rate 6.9 % - DE Rate 8.3% - City of Dover Rate June 2014 Actual	<10% unemployment rate in July 2015 5.4 % - US Rate 4.5 % - DE Rate 6.2% - City of Dover Rate April 2015 Actual

2 Monitor number of contacts with small businesses and with out-of-town companies interested in locating in Dover

	2012-2013 Actual	**2013-2014 Actual**	**2014 - 2015 Actual**
Results	≥20 contacts with potential small businesses; **18 contacts YTD** ≥11 contacts with out-of-town companies interested in locating in Dover **7 Contacts YTD**	≥20 contacts with potential small businesses; **23 Contacts YTD** ≥11 contacts with out-of-town companies interested in locating in Dover **13 Contacts YTD**	≥20 contacts with potential small businesses; **16 Contacts YTD** ≥11 contacts with out-of-town companies interested in locating in Dover **15 Contacts YTD**

2015-04 Downtown Dover Partnership

- Provided technical assistance to three (3) prospective small business individuals on overall business development within the Downtown Dover Business District
- Ongoing technical assistance to three (3) prospective small business individuals on locating available space within the downtown district to lease.
- Coordinated and implemented logistics (permits, parade registrations, equipment set-up, etc.) for the April First Friday Event
- Coordinated and implemented logistics (permits, equipment set-up, work orders, etc.) for the ArtFest '15 event on April 18th
- Coordinated all logistics for the Downtown Development District – Information Session held on April 30 for the merchants and business owners within the CBD
- Coordinated media (newspaper announcements), website and social media press releases of series of Special Events which occurred during April '15 in downtown Dover
- Attended the Downtown Dover Merchant's Meeting on April 14th
- Completed first draft of the USDA Rural Business Enterprise Grant to be submitted by May 5th
- Updated Downtown Dover Building Vacancy Listing
- Updated the Downtown Development District Building Vacancy Listing
- Continued working with DDP Director on researching, obtaining and providing pertinent information /documents related to Acme building for Property Insurance Coverage
- Continued working in collaboration with the Delmarva Black Chamber of Commerce – Capacity Building Committee in disseminating the "Small Business Development Survey" to minority merchants in the downtown Dover Business District
- Completed second phase of Downtown Parking Map Grid for new Brochure with Parking Committee
- Attended and participated as a network partner in the monthly Kent County Open for Business workshop
- Continued working with the Promotion/Marketing Committee on Marketing of series of events in the downtown district
- Continued working with NCALL and the Planning Committee on the development of a Work Plan to be submitted for review to Funding Agency

MONTHLY REPORT

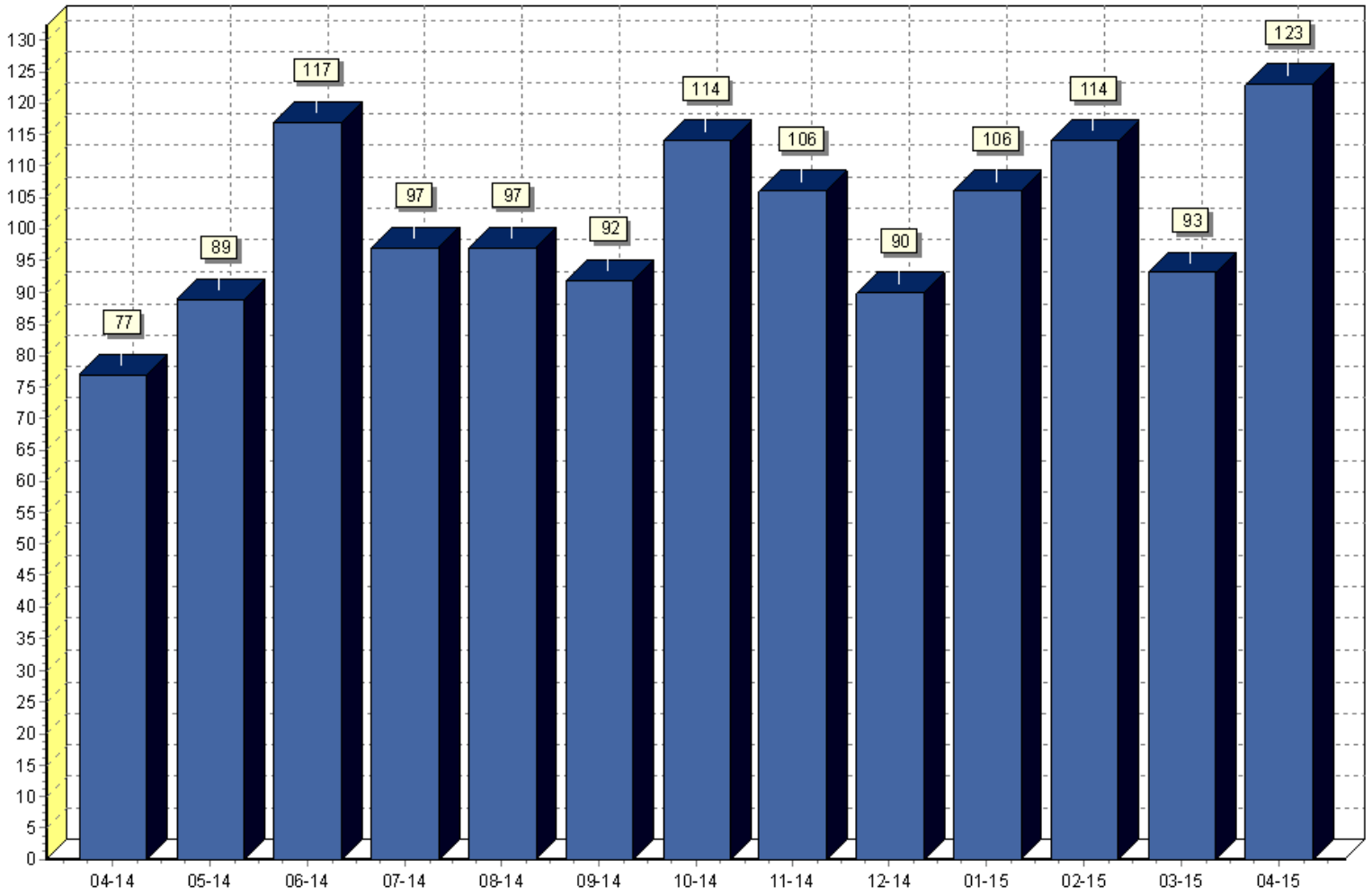


MARCH 2015

Alarms by Month of Year

Date Range: From 04/01/2014 to 04/30/2015

Dover Fire Department



Incident Run Log

Dover Fire Department

Date Range: From 3/1/2015 to 3/31/2015
Company: All Companies
Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
03/01/2015	30046	2015-000221	14:41	171	N EDGEHILL AVE	1	Fire in mobile home used as fixed residence	1.1
03/01/2015	30046	2015-000222	19:45	344	UNITED WAY		Explosion (no fire), other	0.5
03/01/2015	30046	2015-000223	20:01	352	FOX RD		Power line down	0.7
03/01/2015	30046	2015-000224	20:28		KENTON RD A/F TURNBERRY		Severe weather or natural disaster, other	0.1
03/02/2015	30046	2015-000225	18:57	107	W LOOCKERMAN ST		Trash or rubbish fire, contained	0.6
03/03/2015	30046	2015-000226	19:45		WALKER RD		Extrication of victim(s) from vehicle	0.3
03/03/2015	30046	2015-000227	21:41	247	MERION RD		Water or steam leak	3.9
03/04/2015	30046	2015-000228	00:49	348	UNITED WAY		Malicious, mischievous false call, other	0.4
03/04/2015	30046	2015-000229	13:54	1	IVY HALL		Good intent call, other	0.5
03/04/2015	30046	2015-000230	21:09	1300	S FARMVIEW DR	M	Gas leak (natural gas or LPG)	0.5
03/05/2015	30046	2015-000231	11:23	350	PEAR ST		Electrical wiring/equipment problem, other	0.7
03/05/2015	30046	2015-000232	20:21	793	ARTIS DR		Off-road vehicle or heavy equipment fire	1.3
03/06/2015	30046	2015-000233	09:47		N GOVERNORS AVE		Electrical wiring/equipment problem, other	0.1
03/06/2015	30046	2015-000234	10:09	800	BAY RD		System malfunction, other	0.7
03/06/2015	30046	2015-000235	15:23	956	WHATCOAT DR		Smoke detector activation, no fire - unintentional	0.3
03/06/2015	30046	2015-000236	19:38	429	S NEW ST		Building or structure weakened or collapsed	0.4
03/06/2015	30046	2015-000237	19:40	304	S GOVERNORS AVE		Extrication of victim(s) from vehicle	0.2
03/06/2015	30046	2015-000238	20:06	120	S GOVERNORS AVE	A	Cooking fire, confined to container	0.1
03/07/2015	30046	2015-000239	00:40	118	OVERLOOK PL		Citizen complaint	0.5
03/07/2015	30046	2015-000240	08:41	652	N. DUPONT HWY		Water or steam leak	0.9
03/07/2015	30046	2015-000241	09:17	1200	N DUPONT HWY		Cooking fire, confined to container	0.3
03/07/2015	30046	2015-000242	16:50	64	S queen st		Motor vehicle/pedestrian accident (MV Ped)	0.5
03/07/2015	30046	2015-000243	22:37	425	COUNTRY DR		Water or steam leak	0.5
03/08/2015	30046	2015-000244	12:11	835	BAY RD		Alarm system activation, no fire - unintentional	0.3
03/08/2015	30046	2015-000245	12:26		NEW BURTON ROAD		Good intent call, other	0.0
03/09/2015	30046	2015-000246	00:03	652	N. DUPONT HWY		Sprinkler activation, no fire - unintentional	0.5
03/09/2015	30046	2015-000247	00:41	348	UNITED WAY		Malicious, mischievous false call, other	0.2
03/09/2015	30046	2015-000248	21:00	307	W DIVISION ST		Fires in structure other than in a building	3.2
03/09/2015	30046	2015-000249	21:22	479	RIVER RD		Passenger vehicle fire	1.6
03/10/2015	30046	2015-000250	08:48	631	RIDGELY ST		Passenger vehicle fire	0.3
03/10/2015	30046	2015-000251	09:20	150	SAULSBURY RD		Malicious, mischievous false call, other	0.3
03/10/2015	30046	2015-000252	23:58	400	N DUPONT HWY	G	Lock-out	0.9
03/11/2015	30046	2015-000253	12:14	201	DOVEVIEW DR		Municipal alarm system, malicious false alarm	0.3
03/11/2015	30046	2015-000254	14:58		S STATE ST		Good intent call, other	0.3
03/11/2015	30046	2015-000255	16:19	250	BEISER BLVD	101	Sprinkler activation, no fire - unintentional	0.4
03/11/2015	30046	2015-000256	19:38	915	S DUPONT HWY		Water problem, other	0.3
03/12/2015	30046	2015-000257	11:24	87	OLD FORGE DR		Good intent call, other	0.9
03/15/2015	30046	2015-000258	20:19	1273	S LITTLE CREEK RD		Electrical wiring/equipment problem, other	0.5
03/15/2015	30046	2015-000259	23:24	3	PRESIDENT DR		Motor vehicle accident with injuries	0.5
03/16/2015	30046	2015-000260	11:41	1575	MCKEE RD	102	Cooking fire, confined to container	0.2
03/16/2015	30046	2015-000261	16:28	213	N BRADFORD ST		Good intent call, other	0.3
03/16/2015	30046	2015-000262	17:54	800	N STATE ST		Assist police or other governmental agency	0.3
03/16/2015	30046	2015-000263	18:13	19	FREEDOM DR		Assist police or other governmental agency	0.3
03/17/2015	30046	2015-000264	07:10	311	MAIN ST		Cover assignment, standby, moveup	2.0
03/17/2015	30046	2015-000265	18:29	9	PAR HAVEN DR	C	Smoke detector activation due to malfunction	0.3
03/18/2015	30046	2015-000266	20:33	1200	N dupont hwy		False alarm or false call, other	0.2
03/18/2015	30046	2015-000267	23:52	1200	N DUPONT HWY		Smoke scare, odor of smoke	0.1
03/19/2015	30046	2015-000268	10:57	19	N GOVERNORS AVE		Removal of victim(s) from stalled elevator	0.3
03/19/2015	30046	2015-000269	13:38	120	S GOVERNORS AVE		Sprinkler activation due to malfunction	0.1
03/19/2015	30046	2015-000270	15:19	1200	N DUPONT HWY		Passenger vehicle fire	0.6
03/20/2015	30046	2015-000271	10:16		E LOOCKERMAN ST		Rescue, EMS incident, other	0.3
03/20/2015	30046	2015-000272	16:06		S STATE ST		No incident found on arrival at dispatch address	0.1
03/20/2015	30046	2015-000273	16:32	124	TEAK CT		Smoke scare, odor of smoke	0.9
03/20/2015	30046	2015-000274	21:22	216	BRADLEY RD		Fire in portable building, fixed location	2.1
03/21/2015	30046	2015-000275	00:44	200	HIAWATHA LANE		Smoke scare, odor of smoke	0.3
03/21/2015	30046	2015-000276	19:19		CRESENT DR		Gas leak (natural gas or LPG)	0.5
03/21/2015	30046	2015-000277	20:03	57	S NEW ST		Gas leak (natural gas or LPG)	0.4
03/21/2015	30046	2015-000278	23:17	213	N BRADFORD ST		Detector activation, no fire - unintentional	0.2
03/21/2015	30046	2015-000279	23:35	655	N DUPONT HWY		Detector activation, no fire - unintentional	0.4

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
03/22/2015	30046	2015-000280	01:20	921	SCHOOLHOUSE LN		Building fire	2.6
03/22/2015	30046	2015-000281	05:03	921	SCHOOLHOUSE LN		Good intent call, other	0.5
03/22/2015	30046	2015-000282	08:37	100	HAMAN DR		Detector activation, no fire - unintentional	0.4
03/22/2015	30046	2015-000283	09:42	457	SUSSEX AVE		Gas leak (natural gas or LPG)	0.3
03/22/2015	30046	2015-000284	12:46	51	WEBBS LN	G	Good intent call, other	0.6
03/22/2015	30046	2015-000285	13:34	121	MARTIN LUTHER KING JR. BLVD		Smoke or odor removal	0.2
03/22/2015	30046	2015-000286	14:38	1200	N DUPONT HWY		Smoke detector activation due to malfunction	0.4
03/22/2015	30046	2015-000287	20:44	114	DAVIS CIR		Electrical wiring/equipment problem, other	0.5
03/22/2015	30046	2015-000288	21:18	309	W DIVISION ST		Gas leak (natural gas or LPG)	0.2
03/23/2015	30046	2015-000289	06:38		KENTON RD		Extrication of victim(s) from vehicle	0.7
03/24/2015	30046	2015-000290	18:19		Chesnut grove rd		Good intent call, other	0.1
03/24/2015	30046	2015-000291	19:01	815	NAULT RD		Chimney or flue fire, confined to chimney or flue	0.7
03/26/2015	30046	2015-000292	10:27	36	COURTSIDE DR	A	Alarm system activation, no fire - unintentional	0.3
03/26/2015	30046	2015-000293	13:39	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional	0.1
03/26/2015	30046	2015-000294	14:44		STATE RT. 1		Good intent call, other	0.5
03/26/2015	30046	2015-000295	16:24	1572	N DUPONT HWY		System malfunction, other	0.6
03/26/2015	30046	2015-000296	17:31	1137	S STATE ST		Smoke detector activation due to malfunction	0.4
03/26/2015	30046	2015-000297	18:11	1225	WALKER RD		Alarm system sounded due to malfunction	0.3
03/26/2015	30046	2015-000298	19:26	140	S STATE ST		Alarm system activation, no fire - unintentional	2.9
03/26/2015	30046	2015-000299	22:20	1200	N DUPONT HWY		Alarm system activation, no fire - unintentional	0.2
03/26/2015	30046	2015-000300	22:33	858	WOODCREST DR BLDG E		CO detector activation due to malfunction	0.3
03/26/2015	30046	2015-000301	23:08	255	WEBBS LN	F	Cooking fire, confined to container	0.8
03/27/2015	30046	2015-000302	14:48	9	STATE CIR		Building fire	1.0
03/27/2015	30046	2015-000303	20:46	631	RIDGELY ST		Sprinkler activation due to malfunction	0.5
03/27/2015	30046	2015-000304	21:10	222	S DUPONT HWY		Malicious, mischievous false call, other	0.3
03/28/2015	30046	2015-000305	00:51	120	N STATE ST		Smoke detector activation, no fire - unintentional	0.3
03/29/2015	30046	2015-000306	17:50	335	TOPAZ CIR		Lock-out	0.3
03/30/2015	30046	2015-000307	10:41	1057	N DUPONT HWY		Gas leak (natural gas or LPG)	0.7
03/30/2015	30046	2015-000308	14:02	1	Dover High Drive		False alarm or false call, other	0.4
03/30/2015	30046	2015-000309	20:06	1200	N DUPONT HWY		False alarm or false call, other	0.3
03/31/2015	30046	2015-000310	08:22	1102	S GOVERNORS AVE	B	Good intent call, other	0.5
03/31/2015	30046	2015-000311	13:17	324	E. BROADSTAIRS PLACE		Smoke detector activation due to malfunction	0.4
03/31/2015	30046	2015-000312	17:32	131	SHINNECOCK RD		Electrical wiring/equipment problem, other	0.5
03/31/2015	30046	2015-000313	20:41	1380	N DUPONT HWY		Extrication of victim(s) from vehicle	0.5

Total Number of Incidents: 93

Total Length of Incidents: 54.8 Hours

Incident Type Report (Summary)

Dover Fire Department

Date Range: From 3/1/2015 to 3/31/2015

Incident Type		Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire					
111 Building fire		2	2.15%	$0	0.00%
112 Fires in structure other than in a building		1	1.08%	$0	0.00%
113 Cooking fire, confined to container		4	4.30%	$0	0.00%
114 Chimney or flue fire, confined to chimney or flue		1	1.08%	$0	0.00%
118 Trash or rubbish fire, contained		1	1.08%	$0	0.00%
121 Fire in mobile home used as fixed residence		1	1.08%	$0	0.00%
123 Fire in portable building, fixed location		1	1.08%	$0	0.00%
131 Passenger vehicle fire		3	3.23%	$0	0.00%
138 Off-road vehicle or heavy equipment fire		1	1.08%	$0	0.00%
	Totals	15	16.13%	$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)					
240 Explosion (no fire), other		1	1.08%	$0	0.00%
	Totals	1	1.08%	$0	0.00%
3 Rescue & Emergency Medical Service Incident					
300 Rescue, EMS incident, other		1	1.08%	$0	0.00%
322 Motor vehicle accident with injuries		1	1.08%	$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)		1	1.08%	$0	0.00%
352 Extrication of victim(s) from vehicle		4	4.30%	$0	0.00%
353 Removal of victim(s) from stalled elevator		1	1.08%	$0	0.00%
	Totals	8	8.60%	$0	0.00%
4 Hazardous Condition (No Fire)					
412 Gas leak (natural gas or LPG)		6	6.45%	$0	0.00%
440 Electrical wiring/equipment problem, other		5	5.38%	$0	0.00%
444 Power line down		1	1.08%	$0	0.00%
461 Building or structure weakened or collapsed		1	1.08%	$0	0.00%
	Totals	13	13.98%	$0	0.00%
5 Service Call					
511 Lock-out		2	2.15%	$0	0.00%
520 Water problem, other		1	1.08%	$0	0.00%
522 Water or steam leak		3	3.23%	$0	0.00%
531 Smoke or odor removal		1	1.08%	$0	0.00%
551 Assist police or other governmental agency		2	2.15%	$0	0.00%
571 Cover assignment, standby, moveup		1	1.08%	$0	0.00%
	Totals	10	10.75%	$0	0.00%
6 Good Intent Call					
600 Good intent call, other		10	10.75%	$0	0.00%
622 No incident found on arrival at dispatch address		1	1.08%	$0	0.00%
651 Smoke scare, odor of smoke		3	3.23%	$0	0.00%
	Totals	14	15.05%	$0	0.00%
7 False Alarm & False Call					
700 False alarm or false call, other		3	3.23%	$0	0.00%
710 Malicious, mischievous false call, other		4	4.30%	$0	0.00%
711 Municipal alarm system, malicious false alarm		1	1.08%	$0	0.00%
730 System malfunction, other		2	2.15%	$0	0.00%
731 Sprinkler activation due to malfunction		2	2.15%	$0	0.00%

Incident Type Report (Summary)

Dover Fire Department

Date Range: From 3/1/2015 to 3/31/2015

Incident Type		Count	Pct of Incidents	Total Est Loss	Total Est Loss
733 Smoke detector activation due to malfunction		4	4.30%	$0	0.00%
735 Alarm system sounded due to malfunction		1	1.08%	$0	0.00%
736 CO detector activation due to malfunction		1	1.08%	$0	0.00%
741 Sprinkler activation, no fire - unintentional		2	2.15%	$0	0.00%
743 Smoke detector activation, no fire - unintentional		3	3.23%	$0	0.00%
744 Detector activation, no fire - unintentional		3	3.23%	$0	0.00%
745 Alarm system activation, no fire - unintentional		4	4.30%	$0	0.00%
	Totals	30	32.26%	$0	0.00%
8 Severe Weather & Natural Disaster					
800 Severe weather or natural disaster, other		1	1.08%	$0	0.00%
	Totals	1	1.08%	$0	0.00%
9 Special Incident Type					
911 Citizen complaint		1	1.08%	$0	0.00%
	Totals	1	1.08%	$0	0.00%
	Totals	93		$0	

Incident Type Report (Summary)

Dover Fire Department

Date Range: From 04/01/2015 to 04/30/2015

Incident Type		Count	Pct of Incidents	Total Est Loss	Total Est Loss
	Totals	27	23.08%	$0	0.00%
7 False Alarm & False Call					
700 False alarm or false call, other		3	2.56%	$0	0.00%
710 Malicious, mischievous false call, other		1	0.85%	$0	0.00%
730 System malfunction, other		5	4.27%	$0	0.00%
731 Sprinkler activation due to malfunction		1	0.85%	$0	0.00%
733 Smoke detector activation due to malfunction		2	1.71%	$0	0.00%
735 Alarm system sounded due to malfunction		3	2.56%	$0	0.00%
736 CO detector activation due to malfunction		2	1.71%	$0	0.00%
740 Unintentional transmission of alarm, other		2	1.71%	$0	0.00%
741 Sprinkler activation, no fire - unintentional		1	0.85%	$0	0.00%
743 Smoke detector activation, no fire - unintentional		14	11.97%	$0	0.00%
744 Detector activation, no fire - unintentional		2	1.71%	$0	0.00%
745 Alarm system activation, no fire - unintentional		3	2.56%	$0	0.00%
	Totals	39	33.33%	$0	0.00%
8 Severe Weather & Natural Disaster					
	Totals	0	0.00%	$0	0.00%
9 Special Incident Type					
900 Special type of incident, other		1	0.85%	$0	0.00%
911 Citizen complaint		1	0.85%	$0	0.00%
	Totals	2	1.71%	$0	0.00%
	Totals	117		$0	

FY 14-15 City Funded Account Balance Sheet

ACCOUNT	BUDGET	SPENT	BALANCE
Apparatus Repairs & Maintenance	$ 85,300.00	$ 72,649.33	$ 12,650.67
Building Maintenace Supplies	$ 1,500.00	$ 448.76	$ 1,051.24
Contractual Services	$ 10,500.00	$ -	$ 10,500.00
Electricity	$ 45,000.00	$ 34,425.79	$ 10,574.21
Gasoline	$ 20,000.00	$ 15,436.28	$ 4,563.72
Heating Expenses- Gas	$ 16,000.00	$ 14,380.79	$ 1,619.21
Medical Supplies	$ 1,000.00	$ -	$ 1,000.00
Office Supplies	$ 2,000.00	$ 622.06	$ 1,377.94
Other Equipment Repairs	$ 2,000.00	$ 540.00	$ 1,460.00
Program Expenses	$ 37,000.00	$ 36,052.91	$ 947.09
Radio Repairs	$ 2,000.00	$ 1,263.75	$ 736.25
Safety & Security	$ 1,500.00	$ 476.47	$ 1,023.53
Small Tools	$ 4,500.00	$ 6,362.36	**$ (1,862.36)**
Telephone	$ 10,000.00	$ 6,818.62	$ 3,181.38
Training & Travel	$ 10,000.00	$ 7,664.00	$ 2,336.00
Uniforms & Firefighting Gear	$ 30,000.00	$ 31,656.50	**$ (1,656.50)**
Water/ Sewer	$ 3,000.00	$ 2,592.25	$ 407.75

Balance as of: 04/30/15

Monthly Report

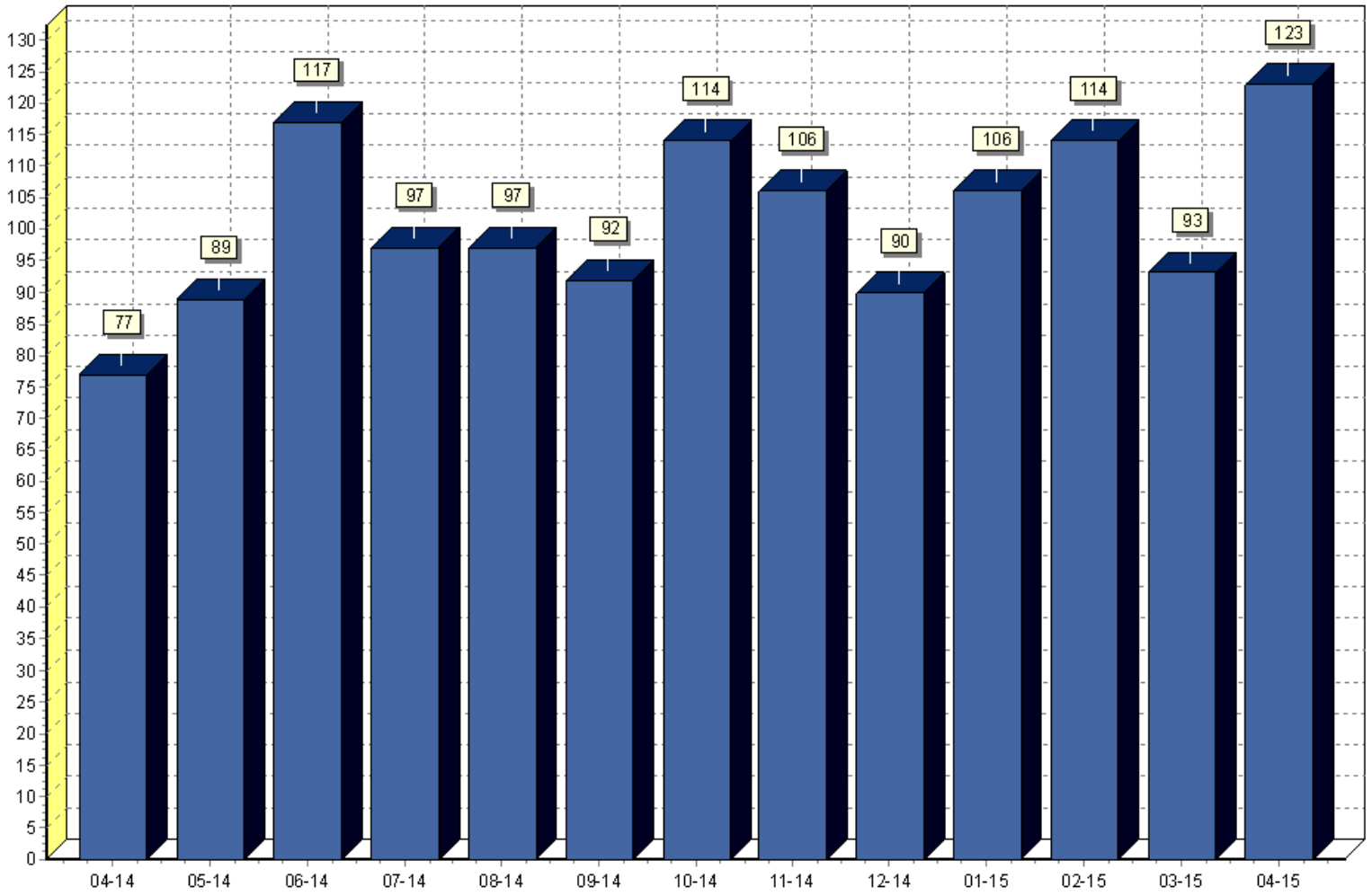


APRIL 2015

Alarms by Month of Year

Date Range: From 04/01/2014 to 04/30/2015

Dover Fire Department



Incident Run Log

Dover Fire Department

Date Range: From 4/1/2015 to 4/29/2015
Company: All Companies
Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
04/01/2015	30046	2015-000314	05:01	1572	N DUPONT HWY		Sprinkler activation due to malfunction	0.5
04/01/2015	30046	2015-000315	05:44	125	GREENTREE DR	1	Good intent call, other	0.5
04/01/2015	30046	2015-000316	09:03	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional	0.1
04/01/2015	30046	2015-000317	11:32	1200	N DUPONT HWY		Dispatched & canceled en route	0.0
04/01/2015	30046	2015-000318	12:33		Walker rd		Motor vehicle accident with injuries	0.3
04/01/2015	30046	2015-000319	13:36	116	RODRIC TERR		Public service	0.6
04/01/2015	30046	2015-000320	14:12		SHARON HILL RD		Motor vehicle accident with no injuries.	0.4
04/01/2015	30046	2015-000321	14:35		NEW BURTON		Motor vehicle accident with injuries	0.3
04/01/2015	30046	2015-000322	23:01	10	FAIRWAY LAKES DR	J	Cooking fire, confined to container	0.3
04/02/2015	30046	2015-000323	00:00	535	NIMITZ RD		Good intent call, other	0.5
04/02/2015	30046	2015-000324	12:46	35	LOOCKERMAN PLAZA		Grass fire	0.2
04/02/2015	30046	2015-000325	15:08	257	N DUPONT HWY		Sprinkler activation, no fire - unintentional	0.1
04/02/2015	30046	2015-000326	16:12	255	WEBBS LN	A	Motor vehicle accident with injuries	0.4
04/02/2015	30046	2015-000327	19:14	450	SUSSEX AVE		False alarm or false call, other	0.3
04/02/2015	30046	2015-000328	21:37	211	N GOVERNORS BLVD		Assist police or other governmental agency	0.5
04/02/2015	30046	2015-000329	23:59	684	FOREST ST		Alarm system activation, no fire - unintentional	0.3
04/03/2015	30046	2015-000330	07:25	257	N DUPONT HWY		Dispatched & canceled en route	0.1
04/03/2015	30046	2015-000331	07:33		STATE ROUTE 1		Road freight or transport vehicle fire	0.6
04/03/2015	30046	2015-000332	14:38	141	THAMES DR		Outside equipment fire	1.1
04/03/2015	30046	2015-000333	22:08	605	WEST LEBANON ROAD		Cover assignment, standby, moveup	1.7
04/04/2015	30046	2015-000334	08:00	301	MOCKINGBIRD AVE		Good intent call, other	0.4
04/04/2015	30046	2015-000335	15:07	1030	FORREST AVE	106	Good intent call, other	0.2
04/05/2015	30046	2015-000336	03:00	1200	N DUPONT HWY		Unintentional transmission of alarm, other	0.3
04/05/2015	30046	2015-000337	15:34	149	IRMA ST		Water problem, other	0.3
04/05/2015	30046	2015-000338	19:50	56	S NEW ST		Building fire	2.5
04/06/2015	30046	2015-000339	10:25	1200	N DUPONT HWY		Detector activation, no fire - unintentional	0.4
04/06/2015	30046	2015-000340	15:21	1159	N DUPONT HWY		Natural vegetation fire, other	0.5
04/06/2015	30046	2015-000341	15:57	1225	WALKER RD		Good intent call, other	0.3
04/06/2015	30046	2015-000342	19:29	1131	N DUPONT HWY		Good intent call, other	0.2
04/07/2015	30046	2015-000343	01:45	150	SAULSBURY RD		Incinerator overload or malfunction, fire confined	1.2
04/07/2015	30046	2015-000344	17:02	1121	FORREST AVE		Citizen complaint	1.2
04/07/2015	30046	2015-000345	17:20	207	W LOOCKERMAN ST		Good intent call, other	0.2
04/07/2015	30046	2015-000346	18:04		COLLEGE RD		Good intent call, other	0.3
04/08/2015	30046	2015-000347	04:15	1	Dover High Drive		Motor vehicle accident with injuries	0.5
04/08/2015	30046	2015-000348	11:41	800	Bay road		Smoke detector activation, no fire - unintentional	0.4
04/08/2015	30046	2015-000349	23:50	930	WHATCOAT DR		Smoke detector activation, no fire - unintentional	0.4
04/09/2015	30046	2015-000350	01:05	120	N STATE ST		System malfunction, other	0.3
04/09/2015	30046	2015-000351	06:34		PUNCHEON RUN AND BAY RD		Good intent call, other	0.6
04/09/2015	30046	2015-000352	10:01	22	N QUEEN ST		CO detector activation due to malfunction	0.2
04/09/2015	30046	2015-000353	16:20	401	FEDERAL ST		Gasoline or other flammable liquid spill	0.2
04/09/2015	30046	2015-000354	19:52	147	WILLIS RD		Outside equipment fire	0.5
04/10/2015	30046	2015-000355	08:49	629	BUCKSON DR		Smoke detector activation, no fire - unintentional	0.3
04/10/2015	30046	2015-000356	09:55	317	S STATE ST		Smoke detector activation, no fire - unintentional	0.3
04/10/2015	30046	2015-000357	10:42	151	KINGS HWY		Smoke detector activation, no fire - unintentional	0.2
04/10/2015	30046	2015-000358	17:46	SR1	SR1 AND DAFB MAIN GATE	EXIT	Mobile property (vehicle) fire, other	0.6
04/10/2015	30046	2015-000359	19:51	120	N STATE ST		System malfunction, other	0.3
04/11/2015	30046	2015-000360	00:10	430	KINGS HWY NE	2	Good intent call, other	0.4
04/11/2015	30046	2015-000361	02:31	950	WHATCOAT DR		Dumpster or other outside trash receptacle fire	0.3
04/11/2015	30046	2015-000362	12:49	135	HAMAN DR		Unintentional transmission of alarm, other	0.3
04/11/2015	30046	2015-000363	20:04	515	CRAWFORD AVE		Good intent call, other	0.7
04/12/2015	30046	2015-000364	09:21	212	CASE RIDGE RD		Smoke detector activation, no fire - unintentional	0.5
04/12/2015	30046	2015-000365	15:33	321	INDEPENDENCE BLVD		Special type of incident, other	0.5
04/12/2015	30046	2015-000366	16:37		KENTON RD		Extrication of victim(s) from vehicle	0.4
04/12/2015	30046	2015-000367	19:06	225	S. STATE ST		Smoke detector activation, no fire - unintentional	0.3
04/12/2015	30046	2015-000368	19:25	861	SILVER LAKE BLVD		Overheated motor	0.5
04/13/2015	30046	2015-000369	04:08	5	FOX HALL		Electrical wiring/equipment problem, other	0.4
04/13/2015	30046	2015-000370	12:06		CLARENCE ST		Outside rubbish fire, other	0.2
04/13/2015	30046	2015-000371	12:35	200	BANNING ST	170	Outside rubbish fire, other	0.3
04/13/2015	30046	2015-000372	13:56	365	MIMOSA AVE		Good intent call, other	0.2

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
04/13/2015	30046	2015-000373	20:08	2505	White oak rd		Outside rubbish fire, other	0.5
04/14/2015	30046	2015-000374	03:36	1200	N DUPONT HWY		Alarm system sounded due to malfunction	0.5
04/14/2015	30046	2015-000375	09:17	225	S STATE ST		Detector activation, no fire - unintentional	0.3
04/14/2015	30046	2015-000376	19:08	54	ROCKFORD CROSSING		CO detector activation due to malfunction	0.2
04/14/2015	30046	2015-000377	19:22	141	SHINNECOCK RD		Cooking fire, confined to container	0.1
04/14/2015	30046	2015-000378	21:04	1200	N DUPONT HWY		False alarm or false call, other	0.3
04/15/2015	30046	2015-000379	09:31	872	FOREST ST		Smoke detector activation due to malfunction	0.2
04/15/2015	30046	2015-000380	10:32	111	LADY BUG DR		Hazardous condition, other	0.3
04/16/2015	30046	2015-000381	00:22	655	N DUPONT HWY		Dispatched & canceled en route	0.1
04/16/2015	30046	2015-000382	12:34	351	KIMBERTON COURT	BLDG	System malfunction, other	0.5
04/16/2015	30046	2015-000383	15:55	1200	N DUPONT HWY		Smoke scare, odor of smoke	0.1
04/16/2015	30046	2015-000384	17:27	956	WHATCOAT DR		Smoke detector activation, no fire - unintentional	0.3
04/16/2015	30046	2015-000385	22:17	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional	0.1
04/17/2015	30046	2015-000386	13:17	640	S. GOVERNORS AVE.		Passenger vehicle fire	0.3
04/17/2015	30046	2015-000387	15:57	120	N STATE ST		Good intent call, other	0.2
04/17/2015	30046	2015-000388	16:48	1200	N DUPONT HWY		Smoke scare, odor of smoke	0.1
04/17/2015	30046	2015-000389	19:52	1677	Sharon Hill Rd		Outside rubbish fire, other	0.5
04/17/2015	30046	2015-000390	20:45	500	PERSIMMON TREE LA	7	Smoke or odor removal	0.6
04/17/2015	30046	2015-000391	23:15	132	S NEW ST		Hazardous condition, other	0.3
04/18/2015	30046	2015-000392	02:46	1570	N DUPONT HWY		Smoke detector activation, no fire - unintentional	0.3
04/18/2015	30046	2015-000393	12:35	92	VILLAGE DR		Arcing, shorted electrical equipment	0.4
04/18/2015	30046	2015-000394	14:16	50	N DUPONT HWY		Water problem, other	0.7
04/18/2015	30046	2015-000395	18:46	2058	GENERALS WAY		Water or steam leak	0.4
04/18/2015	30046	2015-000396	21:25	1177	ADAMS CT		EMS call, party transported by non-fire agency	0.3
04/18/2015	30046	2015-000397	21:51		WEBBS LA & POST BLVD	0	Passenger vehicle fire	0.5
04/19/2015	30046	2015-000398	02:51	46	PRIMROSE DR		Fire in mobile home used as fixed residence	12.5
04/19/2015	30046	2015-000399	03:36	1200	N DUPONT HWY		Dispatched & canceled en route	0.1
04/19/2015	30046	2015-000400	17:43		WHITEOAK RD		Motor vehicle accident with no injuries.	0.4
04/19/2015	30046	2015-000401	18:08	18	WILLIS RD		Trash or rubbish fire, contained	1.1
04/19/2015	30046	2015-000402	19:09	53	STONEY DR		Smoke scare, odor of smoke	0.8
04/20/2015	30046	2015-000403	11:38	1051	WALKER RD		Alarm system activation, no fire - unintentional	0.2
04/20/2015	30046	2015-000404	20:06	908	WOODCREST DR		Malicious, mischievous false call, other	0.3
04/21/2015	30046	2015-000405	08:14	1200	N DUPONT HWY		Electrical wiring/equipment problem, other	1.3
04/21/2015	30046	2015-000406	11:59	1570	N DUPONT HWY		False alarm or false call, other	2.2
04/21/2015	30046	2015-000407	15:24	35	LOOCKERMAN PLAZA		Motor vehicle/pedestrian accident (MV Ped)	0.0
04/21/2015	30046	2015-000408	16:35	1114	S DUPONT HWY		HazMat release investigation w/no HazMat	0.5
04/21/2015	30046	2015-000409	17:07	413	COURT ST	A	Alarm system activation, no fire - unintentional	0.3
04/22/2015	30046	2015-000410	13:24	298	S DUPONT WHY		Outside rubbish fire, other	0.3
04/22/2015	30046	2015-000411	16:27	600	JEFFERIC BLVD		Good intent call, other	0.4
04/22/2015	30046	2015-000412	17:39	435	RIVER RD		Motor vehicle/pedestrian accident (MV Ped)	0.2
04/23/2015	30046	2015-000413	06:32	213	N BRADFORD ST		System malfunction, other	0.4
04/24/2015	30046	2015-000414	00:37	213	N BRADFORD ST		Smoke detector activation due to malfunction	0.2
04/24/2015	30046	2015-000415	02:40	1492	N LITTLE CREEK RD	8	Fire in mobile home used as fixed residence	4.8
04/24/2015	30046	2015-000416	12:30	834	S GOVERNORS AVE		System malfunction, other	0.4
04/24/2015	30046	2015-000417	16:13		KENTON RD		Grass fire	0.0
04/24/2015	30046	2015-000418	18:24	279	RUSTIC LA			0.5
04/24/2015	30046	2015-000419	21:16	834	S GOVERNORS AVE		Alarm system sounded due to malfunction	0.3
04/25/2015	30046	2015-000420	02:21	400	HASLET ST			0.5
04/25/2015	30046	2015-000421	11:36	1525	E LEBANON ROAD		Dispatched & canceled en route	0.0
04/25/2015	30046	2015-000422	17:02	8	WOODBURN CIRCLE			0.4
04/25/2015	30046	2015-000423	18:54	8	MERION CT			0.5
04/26/2015	30046	2015-000424	06:52	20	N NEW ST		Assist police or other governmental agency	0.2
04/26/2015	30046	2015-000425	16:42	1200	N DUPONT HWY		Good intent call, other	0.5
04/27/2015	30046	2015-000426	11:30	350	PEAR ST		Smoke detector activation, no fire - unintentional	0.2
04/27/2015	30046	2015-000427	19:12	105	KATRINA WAY		Alarm system sounded due to malfunction	0.6
04/27/2015	30046	2015-000428	21:17	1001	WHITEOAK RD BLDG A			0.5
04/28/2015	30046	2015-000429	07:46		N DUPONT HWY & LEPORE RD		Power line down	0.7
04/28/2015	30046	2015-000430	12:45	511	MAPLE PKWY			1.6
04/28/2015	30046	2015-000431	15:03	225	E CAMDEN WYOMING		Assist invalid	1.3
04/29/2015	30046	2015-000432	03:45	877	PERSIMMON TREE LN		Smoke detector activation, no fire - unintentional	0.6
04/29/2015	30046	2015-000433	09:23	261	N DUPONT HWY	2		0.5
04/29/2015	30046	2015-000434	11:37	1358	WYOMING MILL RD			0.5

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth

Total Number of Incidents: 121
Total Length of Incidents: 69.6 Hours

Incident Type Report (Summary)

Dover Fire Department

Date Range: From 04/01/2015 to 04/30/2015

Incident Type		Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire					
111 Building fire		1	0.85%	$0	0.00%
113 Cooking fire, confined to container		2	1.71%	$0	0.00%
115 Incinerator overload or malfunction, fire confined		1	0.85%	$0	0.00%
118 Trash or rubbish fire, contained		1	0.85%	$0	0.00%
121 Fire in mobile home used as fixed residence		2	1.71%	$0	0.00%
130 Mobile property (vehicle) fire, other		1	0.85%	$0	0.00%
131 Passenger vehicle fire		2	1.71%	$0	0.00%
132 Road freight or transport vehicle fire		1	0.85%	$0	0.00%
140 Natural vegetation fire, other		1	0.85%	$0	0.00%
143 Grass fire		2	1.71%	$0	0.00%
150 Outside rubbish fire, other		5	4.27%	$0	0.00%
154 Dumpster or other outside trash receptacle fire		2	1.71%	$0	0.00%
162 Outside equipment fire		2	1.71%	$0	0.00%
	Totals	23	19.66%	$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)					
	Totals	0	0.00%	$0	0.00%
3 Rescue & Emergency Medical Service Incident					
322 Motor vehicle accident with injuries		4	3.42%	$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)		2	1.71%	$0	0.00%
324 Motor vehicle accident with no injuries.		2	1.71%	$0	0.00%
352 Extrication of victim(s) from vehicle		1	0.85%	$0	0.00%
	Totals	9	7.69%	$0	0.00%
4 Hazardous Condition (No Fire)					
400 Hazardous condition, other		2	1.71%	$0	0.00%
411 Gasoline or other flammable liquid spill		1	0.85%	$0	0.00%
440 Electrical wiring/equipment problem, other		2	1.71%	$0	0.00%
442 Overheated motor		1	0.85%	$0	0.00%
444 Power line down		1	0.85%	$0	0.00%
445 Arcing, shorted electrical equipment		1	0.85%	$0	0.00%
	Totals	8	6.84%	$0	0.00%
5 Service Call					
520 Water problem, other		2	1.71%	$0	0.00%
522 Water or steam leak		1	0.85%	$0	0.00%
531 Smoke or odor removal		1	0.85%	$0	0.00%
551 Assist police or other governmental agency		2	1.71%	$0	0.00%
553 Public service		1	0.85%	$0	0.00%
554 Assist invalid		1	0.85%	$0	0.00%
571 Cover assignment, standby, moveup		1	0.85%	$0	0.00%
	Totals	9	7.69%	$0	0.00%
6 Good Intent Call					
600 Good intent call, other		17	14.53%	$0	0.00%
611 Dispatched & canceled en route		5	4.27%	$0	0.00%
651 Smoke scare, odor of smoke		3	2.56%	$0	0.00%
661 EMS call, party transported by non-fire agency		1	0.85%	$0	0.00%
671 HazMat release investigation w/no HazMat		1	0.85%	$0	0.00%

Incident Type Report (Summary)

Dover Fire Department

Date Range: From 04/01/2015 to 04/30/2015

Incident Type		Count	Pct of Incidents	Total Est Loss	Total Est Loss
	Totals	27	23.08%	$0	0.00%
7 False Alarm & False Call					
700 False alarm or false call, other		3	2.56%	$0	0.00%
710 Malicious, mischievous false call, other		1	0.85%	$0	0.00%
730 System malfunction, other		5	4.27%	$0	0.00%
731 Sprinkler activation due to malfunction		1	0.85%	$0	0.00%
733 Smoke detector activation due to malfunction		2	1.71%	$0	0.00%
735 Alarm system sounded due to malfunction		3	2.56%	$0	0.00%
736 CO detector activation due to malfunction		2	1.71%	$0	0.00%
740 Unintentional transmission of alarm, other		2	1.71%	$0	0.00%
741 Sprinkler activation, no fire - unintentional		1	0.85%	$0	0.00%
743 Smoke detector activation, no fire - unintentional		14	11.97%	$0	0.00%
744 Detector activation, no fire - unintentional		2	1.71%	$0	0.00%
745 Alarm system activation, no fire - unintentional		3	2.56%	$0	0.00%
	Totals	39	33.33%	$0	0.00%
8 Severe Weather & Natural Disaster					
	Totals	0	0.00%	$0	0.00%
9 Special Incident Type					
900 Special type of incident, other		1	0.85%	$0	0.00%
911 Citizen complaint		1	0.85%	$0	0.00%
	Totals	2	1.71%	$0	0.00%
	Totals	117		$0	

FY 14-15 City Funded Account Balance Sheet

ACCOUNT	BUDGET	SPENT	BALANCE
Apparatus Repairs & Maintenance	$ 85,300.00	$ 72,649.33	$ 12,650.67
Building Maintenace Supplies	$ 1,500.00	$ 448.76	$ 1,051.24
Contractual Services	$ 10,500.00	$ -	$ 10,500.00
Electricity	$ 45,000.00	$ 34,425.79	$ 10,574.21
Gasoline	$ 20,000.00	$ 15,436.28	$ 4,563.72
Heating Expenses- Gas	$ 16,000.00	$ 14,380.79	$ 1,619.21
Medical Supplies	$ 1,000.00	$ -	$ 1,000.00
Office Supplies	$ 2,000.00	$ 622.06	$ 1,377.94
Other Equipment Repairs	$ 2,000.00	$ 540.00	$ 1,460.00
Program Expenses	$ 37,000.00	$ 36,052.91	$ 947.09
Radio Repairs	$ 2,000.00	$ 1,263.75	$ 736.25
Safety & Security	$ 1,500.00	$ 476.47	$ 1,023.53
Small Tools	$ 4,500.00	$ 6,362.36	**$ (1,862.36)**
Telephone	$ 10,000.00	$ 6,818.62	$ 3,181.38
Training & Travel	$ 10,000.00	$ 7,664.00	$ 2,336.00
Uniforms & Firefighting Gear	$ 30,000.00	$ 31,656.50	**$ (1,656.50)**
Water/ Sewer	$ 3,000.00	$ 2,592.25	$ 407.75

Balance as of: 04/30/15

Dover Police Department

Monthly Report

To

Mayor and City Council

"To Protect and Serve"

April 2015

DEPARTMENT OF POLICE

Paul M. Bernat
Chief of Police
F.B.I.N.A.

400 South Queen Street
Dover, Delaware 19904
302-736-7111
Fax: 302-672-1842

June 8, 2015

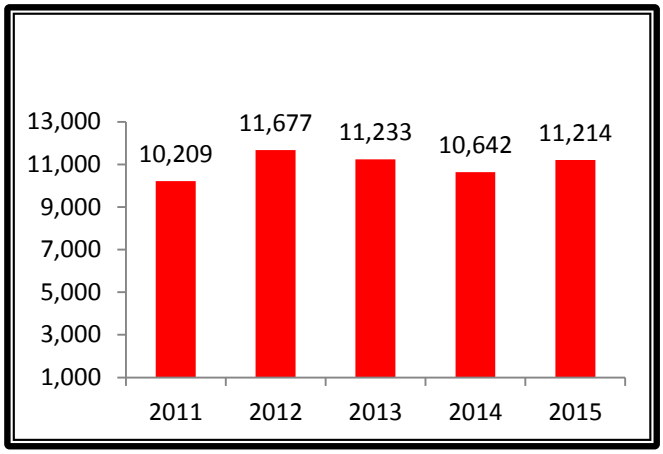
Honorable Robin Christiansen, Mayor
Members of Dover City Council
City Hall
Dover, DE 19901

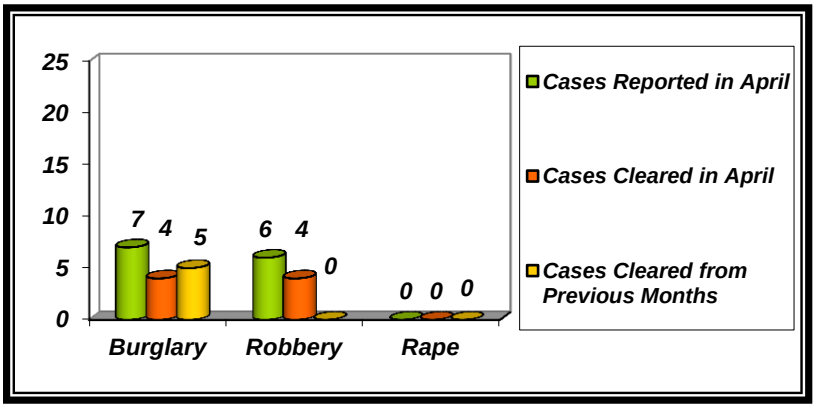
Mayor Christiansen and Council Members:

The following is the monthly report for Dover Police Department activities for the month of April 2015:

COMPLAINTS

Total complaints received through April 30, 2015, numbered 11,214; this is an increase of 572 complaints over the same time period last year.





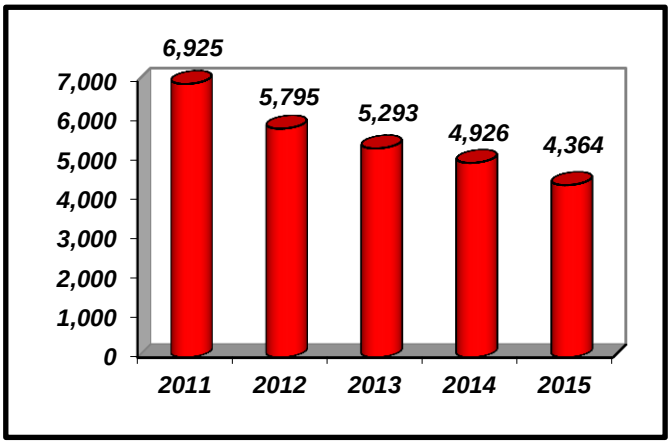
CRIMINAL INVESTIGATIONS

COMMUNITY POLICING/QUALITY OF LIFE SECTION

ENFORCEMENT ACTION	Contacts
ABANDONED VEHICLES	0
ALCOHOL VIOLATIONS/DUI'S	0
ASSIST OTHER	0
WARRANTS ON FILE	0
BIKE ON SIDEWALK	0
CITY PARK VIOLATIONS	0
CRIMINAL ARRESTS	0
DRUG RELATED ARRESTS	0
LOUD MUSIC	0
MISCELLANEOUS VIOLATIONS	4
PARKING VIOLATIONS	4
PEDDLER	0
MEETINGS	94
PROSTITUTION	0
COLLECTION OF DELINQUENT DCO'S	0
WANTED CHECKS/CPC'S	0
TRAFFIC ARRESTS	4
WARNINGS	1
FUGITIVE	0
TOTAL CONTACTS	**107**

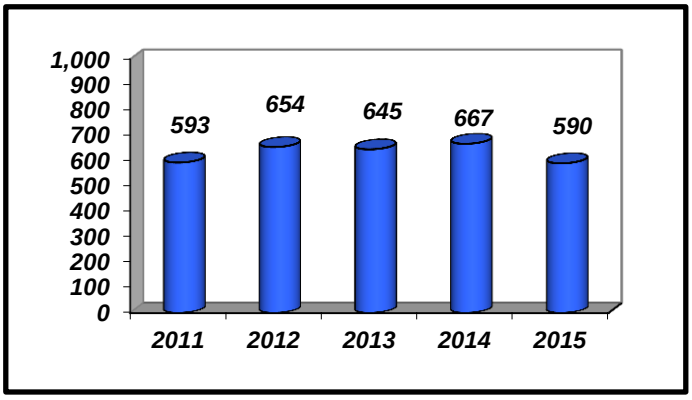
TRAFFIC ARRESTS

The department issued 4,364 traffic citations through this reporting period. This is a decrease of 562 citations over the number issued during the same period last year.

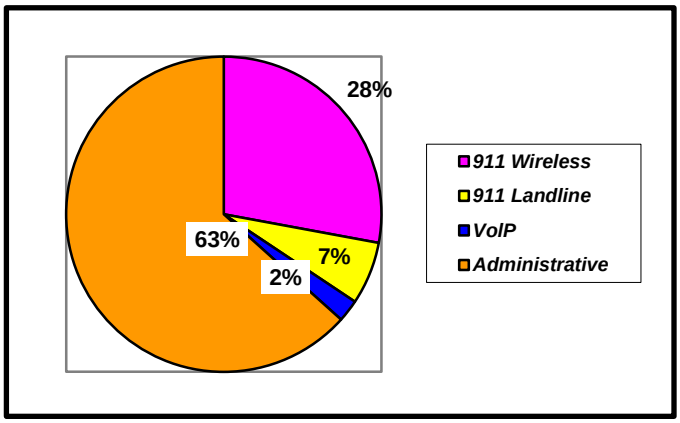


TRAFFIC CRASHES

Through April 30th, Dover Police investigated 590 traffic crashes. This is a decrease of 77 crashes investigated during the same period last year.



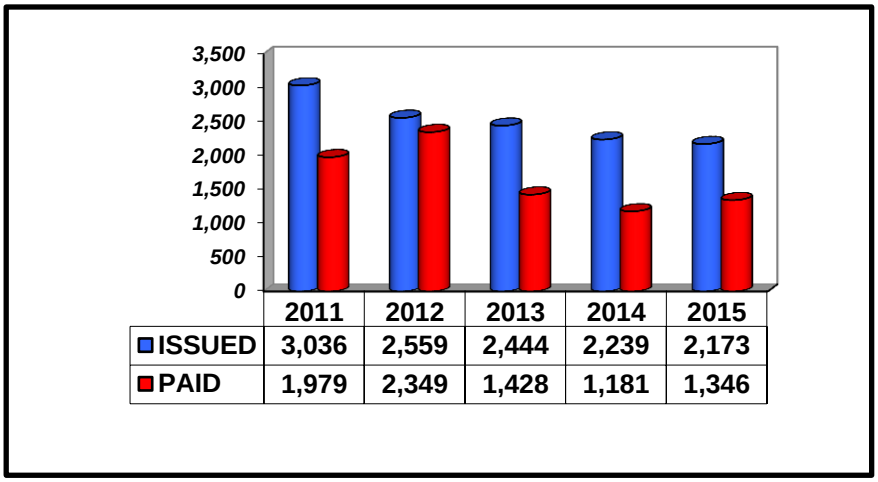
911 CENTER



During the month of April, the Dover Police Department handled a total of 9,647 calls averaging 322 calls per day. Dispatchers handled 2,638 calls on the 911 wireless lines, 609 calls on the 911 landlines, and 216 calls on the Voice Over Internet Protocol lines, the remaining 6,184 were administrative calls.

CITY ORDINANCE SUMMONS

*Through April 30th, we issued 2,173 city ordinance summons, a decrease of 66 summonses over the same period last year. *Note: Of those summonses issued in April, 40 DCO's were issued for handicapped parking violations, 8 for fire lane parking violations, 36 for false alarms (0, for 1-2, 22, for 3-5 alarms, 9, for 6-9 alarms, 0, for 10-15 alarms, and 5, for 16 or more alarms) and 9 for noise violations (3 for vehicle violations and 6 for residence violations).*

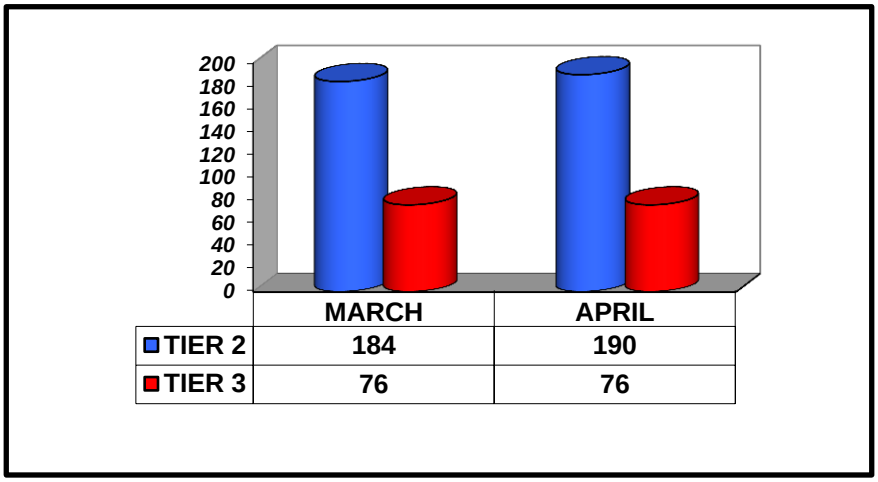


	2011	2012	2013	2014	2015
ISSUED	3,036	2,559	2,444	2,239	2,173
PAID	1,979	2,349	1,428	1,181	1,346

SEX OFFENDER STATISTICS/APRIL

	VERIFICATIONS	NOTIFICATIONS	YEARLY REVERIFICATIONS	NON COMPLIANT WARRANTS
TIER 1	0	0	190	1
TIER 2	17	1581	76	0
TIER 3	10	1295	266	0

ACTIVE SEX OFFENDERS THAT RESIDE IN THE CITY OF DOVER (please note, Tier 1 offenders are not contacted by Dover Police Sex Offender Agents).



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

Respectfully Submitted,

Paul M. Bernat

Paul M. Bernat
Chief of Police

FIRST READING

CITY OF DOVER PROPOSED ORDINANCE #2015-10

WHEREAS, the 2014/2015 fiscal year property tax rate for the City of Dover is $.3378 (thirty-three seventy-eight cents) per hundred of assessed value and the Tax Assessor reported that the total assessed value of property as of December 31, 2014 was $3,191,130,460, including the April 2015 supplemental billings (2011 Assessed Value); and

WHEREAS, upon completion of the re-evaluation completed in 2015, the Tax Assessor is reporting the total assessed value in 2015/2016 to be $3,103,526,891; and

WHEREAS, Delaware State Law: 22 Delaware Code Section 1105 (b) requires municipalities to calculate a "rolled-back" tax rate so as to provide the same tax revenue as was levied during the prior fiscal year and to state the percent, if any, by which the property tax rate to be levied exceeds the "rolled-back" property tax rate.

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

That the City of Dover "rolled-back" tax rate is $.3499 per hundred of assessed value, and the 2015/2016 tax rate is to be set at $.4050 per hundred of assessed value (estimated at $3,050,321,691), the increase over the rolled-back tax rate being 15.7%

ADOPTED: *

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Council-Packets\2015\06-08-2015\ORIGINALS\Ordinance #2015-10 - Notification of Tax Rate Increase Over the Rolled Back Tax Rate Adopted.wpd

Actions History
June 8, 2015 - Scheduled for First Reading by City Council

Draft

CITY OF DOVER ORDINANCE # 2015-11
2015-2016 BUDGET ORDINANCES

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Forty Five Million Three Hundred Four Thousand Six Hundred dollars ($45,304,600) 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, 2015 and ending June 30, 2016:

GENERAL FUND
CASH RECEIPT SUMMARY FOR 2015-2016

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 4,361,500**	**$ 3,977,500**
RECEIPTS		
FINES AND POLICE REVENUE	629,300	702,300
INVESTMENT INCOME	40,000	35,000
LIBRARY REVENUES	71,600	72,000
KENT COUNTY BOOK REIMBURSEMENT	490,000	450,000
BUSINESS LICENSES	1,460,000	1,425,000
PERMITS AND OTHER FEES	1,354,200	1,436,300
MISCELLANEOUS CHARGES	27,600	22,700
POLICE EXTRA DUTY	659,500	533,000
PROPERTY TAXES	11,086,800	12,844,500
BID REVENUE	49,500	49,700
RECREATION REVENUE	148,800	149,000
FRANCHISE FEE	656,400	672,300
SANITATION FEES	2,580,000	2,580,000
RENT REVENUE - GARRISON FARM	92,300	93,700
COURT OF CHANCERY FEES	1,074,400	1,065,100
RECEIPTS SUBTOTAL	20,420,400	22,130,600
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS W/WW	1,371,100	1,492,700
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,588,200	3,738,500
INTERFUND SERVICE RECEIPTS SUBTOTAL	4,959,300	5,231,200
GRANTS:		
POLICE RELATED/EXTRA DUTY	124,000	74,400
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	747,500	747,900
TRANSFERS FROM:		
TRANSFER TAX	1,525,200	1,340,000
MUNICIPAL STREET AID	664,200	564,200
CIVIL TRAFFIC PENALTIES	450,000	450,000
WATER/WASTEWATER	500,000	850,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES	4,000	13,200
CONTINGENCY FUND	50,000	-
BOND PROCEEDS - SERIES 2014	475,000	-
TRANSFERS FROM SUBTOTAL	13,668,400	13,217,400
TOTAL REVENUES	39,795,600	41,327,100
TOTAL BEGINNING BALANCE & REVENUE	**$ 44,157,100**	**$ 45,304,600**

2015-2016 BUDGET ORDINANCES - CONTINUED

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE FOR 2015-2016

DEPARTMENT EXPENSES	2014/15 REVISED	2015/16 BUDGET
CITY CLERK	$ 386,700	$ 383,400
COUNCIL	106,600	118,100
TAX ASSESSOR	319,100	234,800
FIRE	716,100	745,400
GROUNDS MAINTENANCE	1,130,900	1,210,300
LIBRARY	1,422,000	1,510,000
RECREATION	710,800	729,500
LIFE SAFETY	534,600	482,200
CODE ENFORCEMENT	420,500	419,400
PLANNING	449,400	534,000
INSPECTIONS	614,400	664,700
ECONOMIC DEVELOPMENT	223,000	238,000
POLICE	14,338,900	15,159,000
POLICE EXTRA DUTY	712,500	602,400
STREETS	676,200	674,500
SANITATION	2,224,800	2,157,900
CITY MANAGER	595,900	750,300
INFORMATION TECHNOLOGY	736,600	704,800
FINANCE	970,000	978,500
PUBLIC WORKS - ADMINISTRATION	518,100	626,800
FACILITIES MANAGEMENT	690,400	707,500
PUBLIC WORKS - ENGINEERING	193,700	181,400
PROCUREMENT & INVENTORY	542,800	560,200
FLEET MAINTENANCE	799,700	768,500
CUSTOMER SERVICE	1,044,600	1,120,100
HUMAN RESOURCES	385,500	383,900
MAYOR	82,500	76,100
DEPARTMENT SUBTOTALS	31,546,300	32,721,700
OTHER EXPENSES		
DEBT SERVICE	948,400	660,800
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXP	25,000	25,000
INSURANCE	675,000	690,000
RETIREES HEALTH CARE	1,636,500	1,895,600
OTHER EMPLOYMENT EXPENSES	74,900	520,100
BANK & CREDIT CARD FEES	-	15,000
POLICE PENSION UNFUNDED LIABILITY	50,000	50,000
UNCOLLECTIBLES - TRASH AND OTHER	774,500	797,700
OTHER EXPENSE SUBTOTAL	4,254,300	4,724,200
TRANSFERS		
TRANSFER TO CAPITAL ASSET RESERVE	60,000	-
TRANSFER TO CAPITAL FUND - PROJECTS	2,196,000	2,625,400
APPROP. TO THE POLICE PENSION FUND	755,000	570,000
APPROP. POLICE PENSION - STATE GRANT	500,000	500,000
APPROP. TO THE GENERAL PENSION FUND	543,000	-
TRANSFER TO CONTINGENCY RESERVE	300,000	-
TRANSFER TO PARKLAND RESERVE	25,000	-
TRANSFER TO VERIZON RESERVE	-	50,000
TRANSFER TO INVENTORY WRITE-OFFS	-	10,000
TRANSFERS SUBTOTAL	4,379,000	3,755,400
TOTAL EXPENDITURES	40,179,600	41,201,300
CURRENT YEAR BALANCE	3,977,500	4,103,300
TOTALS	**$ 44,157,100**	**$ 45,304,600**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

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

The amount hereinafter named aggregating Two Million Eight Hundred Five Thousand Five Hundred dollars ($2,805,500) 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 beginning July 1, 2015 and ending June 30, 2016:

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2015-2016

REVENUES

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - PROJECTS	**$ 2,654,600**	**$ 154,800**
REVENUES		
STATE GRANTS - Other	208,000	-
PROPOSED BOND/BANK PROCEEDS - Street	2,675,000	-
LEASE PURCHASE OF FIRE AND POLICE EQUIPT	918,300	-
INCOME FROM SALE OF ASSETS	-	20,300
INTEREST EARNINGS	-	5,000
TRANSFER FROM GENERAL FUND	2,196,000	2,625,400
TRANSFER FROM PARKLAND RESERVE	104,000	-
SUBTOTAL PROJECT RECEIPTS	6,101,300	2,650,700
TOTAL FUNDING SOURCES	6,101,300	2,650,700
TOTAL BEGINNING BALANCE AND REVENUES	**$ 8,755,900**	**$ 2,805,500**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
EXPENDITURES		
FIRE	$ 827,300	$ 145,600
GROUNDS MAINTENANCE	86,700	201,100
RECREATION	284,400	-
LIFE SAFETY	-	55,700
POLICE	601,700	262,100
STREETS	470,300	1,428,500
STREETS - GARRISON FARM INFRASTRUCTURE	5,447,600	-
SANITATION	256,500	449,000
CITY MANAGER	-	24,700
PROCUREMENT & INVENTORY	55,000	-
FLEET MAINTENANCE	-	84,000
DEPARTMENT SUBTOTAL	**8,029,500**	**2,650,700**
TRANSFERS & MISCELLANEOUS EXPENSES		
BOND/LOAN ISSUANCE COST	61,100	-
TRANSFER TO PARKLAND RESERVE	180,000	-
TRANSFER TO CAPITAL ASSET RESERVE	330,500	-
TRANSFERS & MISCELLANEOUS SUBTOTAL	**571,600**	**-**
TOTAL EXPENDITURES	**8,601,100**	**2,650,700**
BUDGET BALANCE	154,800	154,800
TOTAL BUDGET BALANCE & EXPENDITURES	**$ 8,755,900**	**$ 2,805,500**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Seven Hundred Twenty Thousand Three Hundred dollars ($720,300) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 467,300**	**$ 719,200**
INTEREST EARNED	1,900	1,100
TRANSFER FROM GENERAL FUND	300,000	-
TOTALS	**$ 769,200**	**$ 720,300**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
TRANSFER TO OPERATING ACCOUNT	$ 50,000	$ -
CARRY FORWARD TO NEXT YEAR	719,200	720,300
TOTALS	**$ 769,200**	**$ 720,300**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Nine Hundred Sixteen Thousand Five Hundred ($916,500) 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 beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 521,000**	**$ 914,000**
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND CAPITAL PROJECT FUND	330,500	-
TRANSFER FROM GENERAL FUND	60,000	-
TOTAL RECEIPTS	**393,000**	**2,500**
TOTALS	**$ 914,000**	**$ 916,500**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CARRY FORWARD TO NEXT YEAR	$ 914,000	$ 916,500
TOTALS	**$ 914,000**	**$ 916,500**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Two Hundred Ninety Six Thousand Seven Hundred Dollars ($296,700) 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, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2014/15 REVISED	2015/16 BUDGET
PRIOR YEAR BALANCE	$ 218,700	$ 295,700
GENERAL FUND APPROPRIATION	180,000	-
INTEREST INCOME	1,000	1,000
TOTALS	**$ 399,700**	**$ 296,700**

OPERATING EXPENSES

	2014/15 REVISED	2015/16 BUDGET
TRANSFER TO GENERAL CAPITAL PROJECT FUND	$ 104,000	$ -
CURRENT YEAR BALANCE	295,700	296,700
TOTALS	**$ 399,700**	**$ 296,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Sixteen Million Eight Hundred Eighty Two Thousand Seven Hundred dollars ($16,882,700) 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, 2015 and ending June 30, 2016:

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - WATER	$ 783,500	$ 861,600
BEGINNING BALANCE - WASTEWATER	19,900	293,400
TOTAL BEGINNING BALANCES	803,400	1,155,000
BASE REVENUE		
WATER SERVICES	4,616,400	6,200,000
WASTEWATER SERVICES	3,706,800	3,728,000
WASTEWATER TREATMENT SERVICES	2,902,600	3,026,500
GROUNDWATER INFLOW ADJUSTMENT	1,862,500	1,864,300
WATER TANK SPACE LEASING	331,900	341,900
SEWER IMPACT FEES	416,700	250,000
WATER IMPACT FEES	462,400	250,000
INTEREST - WATER	9,000	1,000
INTEREST - WASTEWATER	14,000	2,000
MISCELLANEOUS SERVICE FEE	64,000	64,000
TOTAL REVENUES	14,386,300	15,727,700
TOTAL BEGINNING BALANCES AND REVENUES	**$ 15,189,700**	**$ 16,882,700**

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER FUND - EXPENSES AND BUDGET BALANCE FOR 2015-2016

	2014/15 REVISED	2015/16 BUDGET
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 502,400	$ 517,500
WATER CONSTRUCTION	253,300	-
WATER DEPARTMENT	488,600	673,300
WATER TREATMENT PLANT	1,582,200	1,910,000
WASTEWATER DEPARTMENT	975,400	968,600
DIRECT EXPENDITURE SUBTOTAL	3,801,900	4,069,400
OTHER EXPENSES		
DEBT SERVICE - WATER	560,100	545,200
DEBT SERVICE - WASTEWATER	591,900	586,900
RETIREES HEALTH CARE	200,000	178,600
OTHER EMPLOYMENT EXPENSES	5,500	20,000
KENT COUNTY TREATMENT CHARGE	4,004,200	4,130,000
INTRAFUND SERVICE FEES	1,371,100	1,492,700
BANK & CREDIT CARD FEES	-	46,200
OTHER EXPENSES SUBTOTAL	6,732,800	6,999,600
TRANSFER TO:		
GENERAL FUND FROM WATER	250,000	550,000
GENERAL FUND FROM WASTEWATER	250,000	300,000
WATER IMP AND EXT	1,200,000	1,800,000
WASTEWATER IMP AND EXT	1,800,000	1,500,000
CONTINGENCY RESERVE WATER	-	32,000
TRANSFER TO SUBTOTAL	3,500,000	4,182,000
TOTAL EXPENSES	14,034,700	15,251,000
BUDGET BALANCES		
BUDGET BALANCE WATER	861,600	1,048,600
BUDGET BALANCE WASTEWATER	293,400	583,100
BUDGET BALANCE SUBTOTALS	1,155,000	1,631,700
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 15,189,700**	**$ 16,882,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Five Million Three Hundred Seventy Nine Thousand Four Hundred dollars ($5,379,400) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - WATER	$ 7,178,100	$ 833,500
BEGINNING BALANCE - WASTEWATER	5,677,600	1,055,900
TOTAL BEGINNING BALANCES	12,855,700	1,889,400
REVENUES		
TRANS FR OPERATING FUND - WATER	1,200,000	1,800,000
TRANS FR OPERATING FUND - WASTEWATER	1,800,000	1,500,000
TRANSFER FR WASTEWATER IMPACT FEE	1,315,600	165,000
INTEREST INCOME	40,000	25,000
TOTAL REVENUES	4,355,600	3,490,000
TOTAL BEGINNING BALANCES & REVENUES	**$ 17,211,300**	**$ 5,379,400**

EXPENSE SUMMARY

EXPENSES	2014/15 REVISED	2015/16 BUDGET
WATER	$ 7,526,500	$ 2,028,600
WASTEWATER	7,785,600	1,822,100
WATER TREATMENT PLANT	38,100	-
TOTAL EXPENSES	15,350,200	3,850,700
BUDGET BALANCE - WATER	833,500	617,400
BUDGET BALANCE - WASTEWATER	1,027,600	911,300
CURRENT YEAR BALANCE SUBTOTALS	1,861,100	1,528,700
TOTAL BUDGET BALANCES & EXPENSES	**$ 17,211,300**	**$ 5,379,400**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating One Million Thirty Three Thousand Seven Hundred Dollars ($1,033,700) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - WATER	$ 508,400	$ 514,600
BEGINNING BALANCE - WASTEWATER	507,300	511,300
TOTAL BEGINNING BALANCES	1,015,700	1,025,900
RECEIPTS		
INTEREST EARNINGS - WATER	900	3,900
INTEREST EARNINGS - WASTEWATER	900	3,900
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WATER	5,300	-
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WASTEWATER	3,100	-
TOTAL RECEIPTS	10,200	7,800
TOTALS	**$ 1,025,900**	**$ 1,033,700**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE - WATER	$ 514,600	$ 518,500
CURRENT YEAR BALANCE - WASTEWATER	511,300	515,200
CURRENT YEAR BALANCE SUBTOTALS	1,025,900	1,033,700
TOTALS	**$ 1,025,900**	**$ 1,033,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Million Six Hundred Seventy Six Thousand Five Hundred Dollars ($1,676,500) 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 beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - WATER	$ 200,200	$ 200,500
BEGINNING BALANCE - WASTEWATER	2,776,400	1,463,400
TOTAL BEGINNING BALANCES	**2,976,600**	**1,663,900**
RECEIPTS		
INTEREST EARNINGS - WATER	300	1,500
INTEREST EARNINGS - WASTEWATER	2,600	11,100
TOTAL RECEIPTS	**2,900**	**12,600**
TOTALS	**$ 2,979,500**	**$ 1,676,500**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 1,315,600	$ 165,000
CURRENT YEAR BALANCE - WATER	200,500	202,000
CURRENT YEAR BALANCE - WASTEWATER	1,463,400	1,309,500
CURRENT YEAR BALANCE SUBTOTALS	**1,663,900**	**1,511,500**
TOTALS	**$ 2,979,500**	**$ 1,676,500**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Three Hundred Twenty Eight Thousand Eight Hundred dollars ($328,800) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE - WATER	$ 104,700	$ 104,900
BEGINNING BALANCE - WASTEWATER	189,400	189,700
TOTAL BEGINNING BALANCES	**294,100**	**294,600**
RECEIPTS		
INTEREST EARNINGS	500	2,200
TRANSFER FROM OPERATING ACCOUNT TO WATER	-	32,000
TOTAL RECEIPTS	**500**	**34,200**
TOTALS	**$ 294,600**	**$ 328,800**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE - WATER	104,900	137,700
CURRENT YEAR BALANCE - WASTEWATER	189,700	191,100
CURRENT YEAR BALANCE SUBTOTALS	**294,600**	**328,800**
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 294,600**	**$ 328,800**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Eighty Nine Million Seven Hundred Thirteen Thousand Six Hundred dollars ($89,713,600) 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, 2015 and ending June 30, 2016:

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 6,602,900**	**$ 6,177,600**
BASE REVENUE		
DIRECT SALES TO CUSTOMER	76,543,700	78,279,200
UTILITY TAX	1,258,300	1,281,100
MISCELLANEOUS REVENUE	624,000	597,200
RENT REVENUE	200,000	202,600
GREEN ENERGY	128,000	128,000
INTEREST EARNINGS	12,000	47,900
TRANSFER FROM RATE STABILIZATION	3,000,000	3,000,000
TOTAL REVENUES	**81,766,000**	**83,536,000**
TOTAL BEGINNING BALANCE & REVENUES	**88,368,900**	**89,713,600**

ELECTRIC REVENUE FUND - CONTINUED
EXPENSES AND BUDGET BALANCE FOR 2015-2016

EXPENSES	**2014/15 REVISED**	**2015/16 BUDGET**
POWER SUPPLY	$ 26,035,900	$ 23,402,600
SOLAR ENERGY	2,002,700	2,313,900
SOLAR RENEWAL ENERGY CREDITS	375,500	363,400
POWER SUPPLY MANAGEMENT	996,000	996,000
REC'S (Renewable Energy Credits)	555,400	673,400
RGGI (Regional Greenhouse Gas Init.)	-	175,000
PJM CHARGES - ENERGY	10,076,200	7,966,100
PJM CHARGES - TRANSMISSION & FEES	4,480,800	7,932,500
CAPACITY CHARGES	9,744,100	10,225,100
SUB-TOTAL POWER SUPPLY	**54,266,600**	**54,048,000**
PLANT OPERATIONS	6,141,100	6,434,600
GENERATIONS FUELS	1,873,400	1,167,300
PJM SPOT MARKET ENERGY	(2,834,600)	(1,708,300)
PJM CREDITS	(663,700)	(360,000)
CAPACITY CREDITS	(8,742,100)	(10,472,100)
GENERATION SUBTOTAL	**(4,225,900)**	**(4,938,500)**
POWER SUPPLY & GENERATION SUBTOTAL	**50,040,700**	**49,109,500**
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	3,954,900	4,068,600
ELECTRICAL ENGINEERING	1,379,300	1,335,800
ADMINISTRATION	632,400	839,300
METER READING	357,200	360,500
SYSTEMS OPERATIONS	696,500	679,800
DIRECT EXPENDITURE SUBTOTALS	**7,020,300**	**7,284,000**
OTHER EXPENSES:		
UTILITY TAX	1,258,300	1,281,100
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
CONTRACTUAL SERVICES - RFP'S	246,800	-
RETIREES HEALTH CARE	513,300	537,800
OTHER EMPLOYMENT EXPENSES	24,000	72,000
OPEB UNFUNDED LIABILITY	1,009,800	1,030,000
GREEN ENERGY PAYMENT TO DEMEC	128,000	128,000
INTRAFUND SERVICE FEES	3,588,200	3,738,500
INTEREST ON DEPOSITS	20,000	20,500
BANK & CREDIT CARD FEES	-	242,300
DEBT SERVICE	3,391,900	3,402,000
OTHER EXPENSES SUBTOTAL	**10,380,300**	**10,652,200**
TRANSFER TO:		
IMPROVEMENT & EXTENSION	4,750,000	3,500,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER INSURANCE RESERVE	-	10,000
TRANSFER CONTINGENCY RESERVE	-	13,000
TRANSFER TO SUBTOTAL	**14,750,000**	**13,523,000**
TOTAL EXPENSES	**82,191,300**	**80,568,700**
BUDGET BALANCE - WORKING CAPITAL	**6,177,600**	**9,144,900**
TOTALS	**$ 88,368,900**	**$ 89,713,600**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Nine Million Fifty Thousand Three Hundred dollars ($9,050,300) 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, 2015 and ending June 30, 2016:

REVENUES

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 5,942,500**	**$ 3,623,600**
REVENUES		
TRANSFER FROM ELECTRIC	4,750,000	3,500,000
GENERAL SERVICE BILLING	250,000	1,900,000
INTEREST EARNINGS	24,800	26,700
TOTAL REVENUES	**5,024,800**	**5,426,700**
TOTALS	**$ 10,967,300**	**$ 9,050,300**

EXPENSE SUMMARY

EXPENSES	2014/15 REVISED	2015/16 BUDGET
ELECTRIC GENERATION	$ 2,739,300	$ 1,655,000
TRANSMISSION AND DISTRIBUTION	1,854,200	2,887,600
ELECTRICAL ENGINEERING	2,750,200	1,724,300
TOTAL EXPENSES	**7,343,700**	**6,266,900**
BUDGET BALANCE	**3,623,600**	**2,783,400**
TOTAL BUDGET BALANCE & EXPENSES	**$ 10,967,300**	**$ 9,050,300**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Eight Hundred Fourty Four Thousand Six Hundred dollars ($844,600) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 819,100**	**$ 825,300**
RECEIPTS		
INTEREST EARNINGS	6,200	6,300
TRANSFER FROM ELECTRIC FUND	-	13,000
TOTAL RECEIPTS	**6,200**	**19,300**
TOTALS	**$ 825,300**	**$ 844,600**

EXPENSE SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE	825,300	844,600
TOTALS	**$ 825,300**	**$ 844,600**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Ten Million Sixty Six Thousand Four Hundred dollars ($10,066,400) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 9,915,100**	**$ 9,990,500**
INTEREST EARNINGS	75,400	75,900
TOTALS	**$ 9,990,500**	**$ 10,066,400**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE	9,990,500	10,066,400
TOTALS	**$ 9,990,500**	**$ 10,066,400**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Ten Million Two Hundred Eighteen Thousand dollars ($10,218,000) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 10,064,400**	**$ 10,140,900**
INTEREST EARNINGS	76,500	77,100
TOTALS	**$ 10,140,900**	**$ 10,218,000**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE	10,140,900	10,218,000
TOTALS	**$ 10,140,900**	**$ 10,218,000**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY INSURANCE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Seven Hundred Fifty Eight Thousand Seven Hundred dollars ($758,700) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 737,500**	**$ 743,100**
INTEREST EARNINGS	5,600	5,600
TRANSFER FROM ELECTRIC FUND	-	10,000
TOTALS	**$ 743,100**	**$ 758,700**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
CURRENT YEAR BALANCE	743,100	758,700
TOTALS	**$ 743,100**	**$ 758,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

ELECTRIC UTILITY RATE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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 Fifty Six Thousand Four Hundred dollars ($8,556,400) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 10,465,800**	**$ 8,499,100**
INTEREST EARNINGS	79,500	57,300
TOTALS	**$ 10,545,300**	**$ 8,556,400**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
TRANSFER TO ELECTRIC FUND	$ 3,000,000	$ 3,000,000
CURRENT YEAR BALANCE	8,499,100	5,556,400
TOTALS	**$ 11,499,100**	**$ 8,556,400**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Five Hundred Sixty Four Thousand Three Hundred dollars ($564,300) 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, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 100**	**$ 100**
STATE GRANT	664,200	564,200
TOTALS	**664,300**	**564,300**

BUDGET SUMMARY

	2014/15 REVISED	2015/16 BUDGET
TRANSFER TO GENERAL FUND	664,200	564,200
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 664,300**	**$ 564,300**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Million Seven Hundred Five Thousand Seven Hundred dollars ($1,705,700) 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, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2014/15 REVISED	2015/16 BUDGET
BEGINNING BALANCE	**$ 1,156,700**	**$ 1,052,600**
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	490,500	642,500
TOTALS	**$ 1,657,800**	**$ 1,705,700**

OPERATING EXPENSES

	2014/15 REVISED	2015/16 BUDGET
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 450,000	$ 475,000
INSURANCE	92,600	103,900
BANK FEES	600	1,300
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	25,000	25,000
TOTAL EXPENSES	**605,200**	**642,200**
CURRENT YEAR BALANCE	1,052,600	1,063,500
TOTALS	**$ 1,657,800**	**$ 1,705,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Six Hundred Fourty Four Thousand Five Hundred dollars ($644,500) 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 beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2014/15 REVISED	2015/16 BUDGET
PRIOR YEAR BALANCE	**$ 143,500**	**$ 144,000**
GRANTS REVENUE	1,677,800	500,000
INTEREST INCOME	500	500
TOTALS	**$ 1,821,800**	**$ 644,500**

OPERATING EXPENSES

	2014/15 REVISED	2015/16 BUDGET
PROGRAM EXP. GRANT RELATED	$ 1,677,800	$ 644,000
CURRENT YEAR BALANCE	144,000	500
TOTALS	**$ 1,821,800**	**$ 644,500**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Two Hundred Ninety Eight Thousand Seven Hundred dollars ($298,700) 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, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2014/15 REVISED	2015/16 BUDGET
PRIOR YEAR BALANCE	**$ 44,800**	**$ 17,300**
STATE GRANT	278,900	278,900
FEDERAL GRANT	2,500	2,500
TOTALS	**$ 326,200**	**$ 298,700**

OPERATING EXPENSES

	2014/15 REVISED	2015/16 BUDGET
STATE GRANTS		
FURNITURE/FIXTURES	$ 15,100	$ 3,100
OFFICE SUPPLIES	28,000	24,000
PRINTING AND DUPLICATING	14,000	13,200
PROGRAM EXPENSES/SUPPLIES	29,900	24,100
BOOKS	132,600	129,200
AUDIO VISUAL SUPPLIES	75,100	75,100
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	3,500	2,000
CONTRACTUAL SERVICES	900	900
OFF EQP/REPAIRS & MAINT	6,000	6,000
OTHER EQUIP - LEASE	1,200	1,200
SUBTOTAL EXPENSES STATE GRANTS	**306,400**	**278,900**
FEDERAL GRANTS		
PROGRAM EXPENSES/SUPPLIES	2,500	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	**2,500**	**2,500**
GRAND TOTAL EXPENSES	**308,900**	**281,400**
CURRENT YEAR BALANCE	17,300	17,300
TOTALS	**$ 326,200**	**$ 298,700**

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: *

2015-2016 BUDGET ORDINANCES - CONTINUED

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Six Hundred Fifty Two Thousand Three Hundred dollars ($652,300) 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, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2014/15 REVISED	2015/16 BUDGET
PRIOR YEAR BALANCE	**$ 172,100**	**$ 125,000**
STATE AND FEDERAL GRANTS RECEIVED	436,400	527,300
TOTALS	**608,500**	**652,300**

OPERATING EXPENSES

	2014/15 REVISED	2015/16 BUDGET
EXPENDITURES		
PERSONNEL EXPENDITURES		
CADET PROGRAM SALARIES	16,000	71,400
CADET PROGRAM FICA	1,200	5,400
CADET PROGRAM W/COMP	700	3,500
MATERIALS AND SUPPLIES		
POLICE EQUIPT & PROG SUPP	222,600	410,600
TECHNOLOGY EQUIPMENT	47,800	20,000
ADMINISTRATIVE EXPENDITURES		
CELL PHONE CHARGES	15,000	15,000
TRAINING	45,000	17,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	10,200	-
TOTAL EXPENDITURES	**359,500**	**543,900**
OTHER FINANCING USES		
OPERATING TRANSFERS-OUT	124,000	74,400
TOTAL FINANCING USES	**124,000**	**74,400**
CURRENT YEAR BALANCE	125,000	34,000
TOTALS	**$ 608,500**	**$ 652,300**

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: *

BUSINESS IMPROVEMENT DISTRICT

CASH RECEIPTS BUDGET FOR 2015-16

BID TAX REVENUE AND EXPENSES CHARGED AGAINST THIS REVENUE ADMINISTERED THROUGH CITY OF DOVER

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

1. The amount hereinafter named aggregating Forty Nine Thousand Seven Hundred dollars ($49,700), or so much thereof as may be necessary is hereby appropriated from current revenues and other funds for economic development purposes for the fiscal year beginning July 1, 2015, and ending June 30, 2016:

REVENUE	PROPOSED
Tax Revenue	$49,700
EXPENSES	
Personnel & Administration Expenses	$49,700

CITY OF DOVER PROPOSED ORDINANCE #2015-09
WITH STAFF AMENDMENT #1 (SA#1)
(Staff Amendment #1 indicated in green text)

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

That Chapter 62 - Law Enforcement, Article II - Police Department, of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Sec. 62-31. - Generally.

(a) *Established*. There shall be a city police department, which shall preserve peace and order and, within the city limits, compel obedience to all city ordinances**, state,** and **federal laws** ~~**the law**~~.

(b) *Officers*. The city council shall, upon adoption of the annual budget, designate the number and salaries of the individual police officers who shall comprise the police department. The ~~**mayor**~~ **police chief** shall choose and appoint the **deputy police chief and** police officers.

(Code 1968, § 2-32; Code 1981, § 18-1; Ord. of 11-26-1990, § 4)

Sec. 62-32. - Chief of police generally.

(a) *Designation*. ~~**One of the regular members of the police department shall be designated by the mayor to serve as chief of police.**~~ **A police chief selection committee comprised of the mayor, council president, chair of the safety advisory and transportation committee, city manager, and human resources director shall advise the mayor on the nomination of the police chief. The mayor shall nominate a duly qualified chief of police, whose appointment shall be effective upon confirmation by the city council. The chief of police shall be subject to removal at any time by the mayor, with the affirmative vote of two-thirds of the members elected to the city council, and in accordance with** ~~applicable laws~~ **11 Del. C. Ch. 93 - Police Chief Due Process.**

(b) *Functions*. The chief of police shall have the authority to supervise and direct the police department and, pursuant to such authority, he shall promulgate police department rules and regulations, three copies of which are on file at the police department.

(c) *Reports*. The chief of police shall submit monthly reports to the city council giving the number of arrests and other pertinent information required by the city council.

(Code 1968, §§ 2-40, 2-41, 2-44; Code 1981, § 18-1.1)

Sec. 62-33. - Oath of police officers.

Every police officer, before entering upon his duties, shall be sworn by the mayor to perform his duties faithfully.

(Code 1968, § 2-35; Code 1981, § 18-2)

Draft

Sec. 62-34. - Enforcement of laws and ordinances.

It shall be the duty of each police officer to diligently inquire into the observance of the laws and ordinances within the city and, in case of a breach, to cause the offender to be legally proceeded against.

(Code 1968, § 2-36; Code 1981, § 18-3)

Sec. 62-35. - Authority to preserve order at fires.

The police department shall have the authority, upon an alarm of fire, to report to the scene of a fire to preserve order and render any assistance to the fire department that may be practical.

(Code 1968, § 2-38; Code 1981, § 18-4)

Sec. 62-36. - Disciplinary authority of chief of police.

(a) *Generally*. The chief of police shall have final disciplinary authority and responsibility within the police department, subject to appeals to the mayor, and shall promulgate and carry out such disciplinary procedures as may be needed within his command. The chief of police shall, where cause exists, have the authority to suspend from duty an employee for a period of time not to exceed 30 days, to reduce employees in rank or pay grade, to place employees on probation and to suspend such sanctions as the need arises, or to dismiss an employee from service.

(b) *Appeal*. Any employee so disciplined has the right to appeal, on the record, to the mayor.

(c) *Subpoenas*. The chief of police**~~, with approval from the mayor,~~** shall, for the limited purpose of compelling the appearance of witnesses before the professional standards board of the city police department, sitting for the purpose of affording due process to members of the city police department in disciplinary matters, have the power to issue subpoenas for that purpose.

(Code 1968, §§ 2-42, 2-43; Code 1981, § 18-5; Ord. of 10-28-1985; Ord. of 3-10-1986)

Sec. 62-37. - Mayor to advise council of personnel changes.

The mayor shall advise the city council of any change in the personnel of the police department at the next regular city council meeting following the change.

(Code 1968, § 2-33; Code 1981, § 18-5.1)

~~**Sec. 62-38. - Special police.**~~

~~(a) *Appointment*. Whenever, in the opinion of the mayor, an emergency exists, he shall have the power to appoint one or more special police officers, with all the powers and authority of regular police officers, during the period of the emergency.~~

~~(b) *Term*. The special police officers shall not serve for a term of more than 30 days without the approval of the city council.~~

~~(Code 1968, § 2-34; Code 1981, § 18-6)~~

Draft

Sec. 62-38. - Police cadet program.

(a) *Created; purpose*. Due to the continuing safety and security concerns expressed by merchants, patrons, and residents ~~in the downtown area~~, city council has authorized the Police Cadet Program to maintain a more visible presence in the ~~downtown area~~ City of Dover. The city manager and police chief shall expand or contract the number of police cadets at their mutual discretion. The objectives of the Police Cadet Program are to:

1. **Allow ~~downtown~~ merchants to build a rapport with the police cadets, allowing the police cadets to understand their needs.**
2. **Provide additional patrols to curb loitering, alcohol violations and pan handlers.**
3. **Provide additional patrols to curb noise ordinance violations (loud music from vehicles).**
4. **Provide additional patrols to curb harassment complaints.**
5. **Provide additional patrols in the Dover Public Library.**
6. **Allow the police department to screen and vet the police cadets for future employment as Dover police officers.**
7. **Provide a feeling of safety to the downtown patrons, ~~as well as~~ the downtown merchants, and the residents of the City of Dover.**

(b) *Appointment*. The chief of police shall assign the authorized number of duly qualified individuals to the Police Cadet Program. The cadets shall be civilian employees of the police department and shall not be considered law-enforcement officers within the meaning of 11 Del. C. Ch. 92 - Law-Enforcement Officers' Bill of Rights.

(c) *Authority*. The police cadets shall have the authority to issue summonses for violations of any ordinance of the City of Dover. The police cadets shall not have the authority to enforce the Delaware Code or make arrests for violations of the Delaware Code.

(d) *Oath*. Every police cadet, before entering upon his or her duties, shall take an oath to faithfully perform his or her duties.

Sec. 62-39. - Sale of property.

(a) *Authorized*. The chief of police shall have the authority to **~~hold a sale~~ dispose** of personal property held by the police department for a period in excess of one year, which said personal property shall be unclaimed evidence, lost and found articles, confiscated articles and any other items of personal property which have come into the hands of the members of the police department and have been held for a period of one year, if the owner or owners of the same shall be unknown or said property has been unclaimed.

(b) ***~~Auction~~ Disposal***. The chief of police shall **~~cause to be sold~~ dispose of** the said property **in accordance with the disposition policy and procedures as established by the City's Finance Department. ~~at a public auction and shall advertise by publishing notice of said sale in one issue of a newspaper circulated in the city at least ten days before the date of the sale, which said notice shall merely state that a sale of unclaimed personal property shall be held by the police department, giving the date, time and place of said sale without specifying any of the items to be sold.~~** The proceeds of said sale shall be retained by the **~~police department~~ City** to be used solely for **police** pensions **as established in Section 62-74(d). ~~of the police department.~~**

(Code 1968, § 2-44.1; Ord. of 10-28-1974, § 1; Code 1981, § 18-7; Ord. of 7-14-2003)

Draft

Secs. 62-40-62-70. - Reserved.

BE IT FURTHER ORDAINED:

That Chapter 106 - Traffic and Vehicles, Article III - Stopping, Standing and Parking, Division 2 - Metered Parking, be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Sec. 106-163. - Use of meters required.

(a) ~~*Deposit coin*~~ ***Payment***. Upon entering a parking meter zone when the parking meter regulations are in effect, the operator of a vehicle shall immediately ~~deposit~~ **make** the required **payment in U.S. currency by** coin**, cash, debit card, credit card, or other acceptable method of payment,** in the parking meter situated at **or near** the parking space and operate the meter according to the instructions thereon. **Failure to** ~~deposit~~ **make the required** ~~coin in the parking meter~~ **payment shall result in a fine as provided for in Appendix F - Fees and Fines.**

(b) ~~*Coins*~~ ***Payments*** *accepted*. All parking meters shall be adjusted so that when properly operated, ~~coins~~ **payments** may be ~~deposited~~ **made** at any time throughout the time range of the meters, with each ~~coin~~ **payment** permitting the vehicle to be parked **in a metered parking space** for a period as provided for in Appendix F-Fees and Fines.

(c) *Overtime parking*. It shall be unlawful for any person to allow a vehicle to remain parked in a parking meter zone for a period of time in excess of that prescribed in subsection (b) of this section for the particular ~~amount deposited~~ **payment**. It shall be prima facie evidence of an overtime parking violation when the parking meter shall indicate by proper signal that the lawful parking period has expired.

(d) *Exceptions*. The use of parking meters shall not be required on Sundays and legal holidays.

(Code 1968, §§ 31-73, 31-74; Code 1981, § 13-48; Ord. No. 2009-09, 6-22-2009)

Sec. 106-164. - Violations; penalties.

(a) *Generally*. Any person convicted of violating the provisions of this ~~**division**~~ **article** or of aiding, abetting or assisting in the violation of said provisions shall be sentenced to pay a fine as provided for **in** Appendix F—Fees and Fines. ~~**After the expiration of 24 hours, the violator may pay the sum as provided for Appendix F—Fees and Fines, if payment is made voluntarily prior to the time and date set forth in the summons.**~~

~~**(b) *Fourth violation*. Any person committing a fourth violation within any 30-day period of the provisions of this division within one hour from the time that the summons giving notice of the violation is issued, may pay as provided for Appendix F—Fees and Fines. After the expiration of one hour from the issuance of the summons, the violator may pay each such violation as provided for Appendix F—Fees and Fines, if payment is made voluntarily prior to the time and date set forth in the summons.**~~

~~**(c) *Fifth violation, etc*. Any person committing more than four violations within any 30-day period of the provisions of this division may pay the sum as provided for Appendix F—Fees and Fines, if payment is made voluntarily prior to the time and date set forth in the summons.**~~

Draft

~~(d)~~ **(b)** *Enhanced civil enforcement authority*. If five or more violations of this article have been issued to a vehicle and those violations are more than 30 days past due, or if accumulated unpaid violations of this article exceed more than ~~$200.00~~ **$100.00**, the vehicle shall be subject to enhanced civil enforcement, as follows:

(1) Such vehicle found parked on any street in the city shall be immobilized by any police officer or parking enforcement employee of this city in such manner as to prevent its operation. Any vehicle so immobilized or impounded shall not be released to its lawful owner until all unpaid violations and applicable administrative fees issued to such owner have been discharged by payment in full, together with payment for the costs of immobilizing, releasing, and storing such vehicle. The owner shall sign a receipt for such vehicle. Payment for any such towing shall be in accordance with the towing costs outlined in the current agreement between the police department and the towing operator. If the vehicle is a tractor-trailer combination, the trailer may be released to an authorized agent if the tractor-trailer is immobilized pursuant to this section.

(2) In any case involving immobilization of a vehicle pursuant to this section, the police officer or parking enforcement employee shall place on such vehicle, in a conspicuous manner, notice sufficient to warn any individual that such vehicle has been immobilized and that any attempt to move such vehicle might result in damage to such vehicle.

(3) Any vehicle remaining immobilized and not released for 120 hours may be towed and impounded at the direction of a police officer or parking enforcement employee.

(4) Any person who unlawfully removes a device for immobilization of a vehicle shall be fined as provided for in Appendix F—Fees and Fines.

(5) Any person who tows or otherwise moves an immobilized vehicle without authorization by the chief of police or his designee shall be fined as provided for in Appendix F—Fees and Fines.

~~(e)~~**(c)** *Cost*. No cost will be assessed if payment of the penalty as hereinbefore imposed is voluntarily paid without the necessity of a hearing before the proper official.

(Code 1968, § 31-77; Ord. of 8-25-1971, § 1; Code 1981, § 13-49; Ord. No. 2009-09, 6-22-2009; Ord. No. 2011-22, 9-26-2011)

BE IT FURTHER ORDAINED:

That Appendix F - Fees and Fines, of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Draft

Chapter 106—Traffic and Vehicles, Article III—Stopping, Standing and Parking, Division 1—Generally			
Sec. 106-135	Residential parking		
	Subsec. (i)(1)	Expiration; Two-hour parking	~~Display of an expired sticker while in violation of the two-hour parking limit requirement will result in a $15.00~~ **$20.00** fine or ~~$10.00~~ **$15.00** if paid within 72 hours of issuance of such fine
	Subsec. (i)(2)	Expiration; Change of residence, etc.	~~Display of a sticker which has become ineligible due to a change of residence, status or any other reason (i.e., sells, leases, lends, etc.) while in violation of the two-hour parking limit requirement will result in a $15.00~~ **$20.00** fine or ~~$10.00~~ **$15.00** if paid within 72 hours of issuance of such fine
	Subsec. (m)	Violations; penalties	Any violation of this section not having a stated, specified penalty will result in a ~~$15.00~~ **$20.00** fine or ~~$10.00~~ **$15.00** if paid within 72 hours of issuance of such fine
Sec. 106-137	Parking areas for persons with disabilities		
	Subsec. (c)(3)	Signage; Fines	Failure to achieve compliance within 30 calendar days of the issuance of the notice of violation shall be subject to the fines set forth in subsection (f) of this section
	Subsec. (f)	Penalties	Whoever violates this section shall be fined not less than the minimum fine as defined in 21 Del. C. § 4183 at the time the violation occurred

Draft

Chapter 106—Traffic and Vehicles, Article III—Stopping, Standing and Parking, Division 2—Metered Parking			
Sec. 106-163	Use of meters required		
	Subsec. (a)	**Failure to ~~deposit~~ make the required ~~coin~~ payment in the parking meter**	**$20.00 fine or $15.00 if paid within 72 hours of issuance of such fine**
	Subsec. (b)	**~~Coins~~ Payments** accepted	
		Each **~~$0.01~~ $0.25** coin	Permits the vehicle to be parked for a period of **~~12 minutes~~ one hour**
		Each **~~$0.05 coin~~ $1.00**	Permits the vehicle to be parked **~~for a period of 60 minutes~~ ~~during~~ for the duration of the enforcement period of 8:00 a.m. to 5:00 p.m.**
Sec. 106-164	Violations; penalties		
	Subsec. (a)	Generally; Each violation if paid within 24 hours from time summons giving notice of violation is issued	A fine of not less than $1.00 for each violation
	Subsec. (a)	Generally; Each violation if paid after expiration of 24 hours from time summons giving notice of violation is issued	$2.00 for each violation, if payment is made voluntarily prior to the time and date set forth in the summons
	Subsec. **~~(b)~~(a)**	Fourth Violation; Each violation if paid within one hour from time summons giving notice of violation is issued	$1.00 for each such violation
	Subsec. **~~(b)~~(a)**	Fourth Violation; Each violation if paid after expiration of one hour from time summons giving notice of violation is issued	$2.00 for each violation, if payment is made voluntarily prior to the time and date set forth in the summons
	Subsec. **~~(b)~~(a)**	Fifth violation, etc.; Any person committing more than four violations within any 30-day period of the provisions of this division	$5.00 for each such violation, if payment is made voluntarily prior to the time and date set forth in the summons.
	Subsec. **~~(d)~~(b)**(4)	Any person who unlawfully removes a device for immobilization of a vehicle	$500.00 fine for each violation
	Subsec. **~~(d)~~(b)(5)**	Any person who tows or otherwise moves an immobilized vehicle without authorization by the chief of police or his designee	$500.00 fine for each violation

Draft

	Subsec. ~~(c)~~**(c)**	Cost. No cost will be assessed if payment of the penalty as hereinbefore imposed is voluntarily paid without the necessity of a hearing before the proper official

ADOPTED: *

S:\ORDINANCES\2015\DRAFT\Ordinance #2015-09 with SA#1 Amending Chapter 62 - Law Enforcement-Final Reading.wpd

SYNOPSIS

The proposed amendments clarify which laws are to be enforced; stipulates that the police chief selects the deputy police chief; creates a police chief selection committee; removes the special police section; establishes the police cadet program; brings the disposal of personal property held by the police department into compliance with existing policies and procedures; updates traffic and vehicle fines and simplifies the language regarding violations and penalties and amends Appendix F - Fees and Fines to correspond with the language changes.

(SPONSORS: HARE AND HUTCHISON)

Actions History

06/08/2015 - Scheduled for Final Reading at City Council
05/26/2015 - First Reading at City Council
05/11/2015 - Introduced at Legislative, Finance, and Administration Committee

Draft