ANNUAL COUNCIL MEETING

The Annual Council Meeting was held on May 11, 2015 at 7:30 p.m. with Mayor Christiansen presiding. Council members present were Council President Bonar, Mr. Anderson, Mr. Dixon, Mr. Perza, Mr. Slavin, Mrs. Williams, Mr. Hare, and Mr. Hutchison.

Council staff members present were Police Chief Bernat, Mrs. Mitchell, Mrs. Townshend, 2nd Line Fire Captain Kelly, Mr. Koenig, City Solicitor Rodriguez, and Mrs. McDowell.

The invocation was given by Father James Lentine.

The colors were presented by the Dover Air Force Base Honor Guard, followed by the Pledge of Allegiance.

Mayor Christiansen recognized former City Councilmen Reuben Salters and Kenneth Hogan, as well as Kent County Levy Court Commissioner Allen Angel, State Senator Brian Bushweller, State Representative Sean Lynn, and former State Representative Nancy Wagner, who were all in attendance.

AGENDA ADDITIONS/DELETIONS

Mayor Christiansen requested that the agenda be amended to combine the City of Dover presentations and State of Delaware tributes for outgoing members of Council. Mr. Hutchison moved to approve the agenda as amended, seconded by Mr. Slavin and unanimously carried.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF APRIL 27, 2015

The revised minutes of the Special Council Meeting of April 27, 2015 were unanimously approved by motion of Mr. Slavin, seconded by Mrs. Williams and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF APRIL 27, 2015

The minutes of the Regular Council meeting of April 27, 2015 were unanimously approved by motion of Mr. Hare, seconded by Mr. Hutchison and bore the written approval of Mayor Christiansen.

LETTER OF SUPPORT FOR DOWNTOWN DEVELOPMENT DISTRICT PROGRAM

Members were provided a letter of support to the General Assembly requesting their support of the Downtown Development District Program to ensure that meaningful funding is committed to the program in Fiscal Year 2016.

Mr. Hare moved for approval of the letter of support, seconded by Mr. Hutchison and unanimously carried.

PROPOSED RESOLUTION NO. 2015-04 AND STATE OF DELAWARE TRIBUTE - DAVID L. BONAR

The City Clerk read the following Resolution into the record:

WHEREAS, David L. Bonar was sworn into office as Councilman of the Second District on May 10, 1982 and served with distinction until February 28, 1983, and was sworn into office as Councilman of the Third District on May 10, 2010 and served with distinction until May 11, 2015; and

WHEREAS, during his many years of service to the citizens of Dover, David L. Bonar served as Council President and Vice-Mayor and as Mayor from April 28, 2014 through May 12, 2014. He served as Chair of the Parks, Recreation, and Community Enhancement Committee; Utility Committee; Ad-Hoc Committee to Meet with State Legislators, the Bond Bill Committee, and the Governor Regarding the Reallocation of State Bond Funds; and Civilian Pension Board; and as a member of the Parks, Playgrounds, and Trees Committee; Safety Advisory Committee; Safety Advisory and Transportation Committee; Wage, Hours, and Legislative Committee; Downtown Dover Partnership Board of Directors; Fourth of July Celebration Committee; Police Pension Board; and as a liaison to Kent County on the City/County Committee; and

WHEREAS, during his tenure, David L. Bonar was an ardent supporter of the development of the Garrison Oak Technology Park, a 389-acre complex which is now home to the Dover Sun Park, one of the largest solar projects in the northeastern United States, as well as the Garrison Energy Center, one of the cleanest and most efficient and reliable energy-producing facilities in the mid-Atlantic region. The Garrison Oak Technology Park has created the potential for thousands of jobs and millions of dollars in future economic impact to central Delaware; and

WHEREAS, David L. Bonar's ability to engage with business, community, and government leaders as an articulate and enthusiastic advocate for the City greatly benefitted the citizens of Dover. His broad experience and steady, focused, and decisive leadership garnered the respect of his colleagues and greatly contributed to Council's ability to reach consensus and attain its goals.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council recognize that David L. Bonar will be sorely missed and express their sincere appreciation to him and his family for the dedicated years of service and personal sacrifices made on behalf of the City of Dover, and wish him and his family success in all future endeavors.

BE IT FURTHER RESOLVED that the Mayor and Council direct the City Clerk to make this resolution a part of the permanent records of the City of Dover as a lasting symbol of appreciation and gratitude to David L. Bonar.

Mr. Hare moved for adoption of Resolution No. 2015-04, seconded by Mr. Neil and unanimously carried.

Representative Sean Lynn presented a tribute to Councilman Bonar on behalf of the House of Representatives. Representative Lynn stated that the House of Representatives recognized Mr. Bonar's outstanding dedication and commitment to serving the citizens of Dover, commended his remarkable contributions, and extended its sincere appreciation.

Mayor Christiansen and members of Council presented Council President Bonar with the Resolution, a gavel, a Dover Cup, and a key to the City.

Council President Bonar thanked his wife, stating that she had put up with a lot of things over the last several years, noting that Council service is a unique but time-consuming experience. He cautioned those who would be taking office to keep in mind every time a vote is taken that what is done on the Council floor affects not only the citizens of Dover but citizens throughout the State of Delaware. Council President Bonar stated that it had been a distinct honor to be part of the public political process in the City, working with friends, colleagues, and former compatriots from a variety of standpoints, and expressed thanks from the bottom of his heart.

PROPOSED RESOLUTION NO. 2015-05 AND STATE OF DELAWARE TRIBUTE - WALLACE R. DIXON

The City Clerk read the following resolution into the record:

WHEREAS, Wallace R. Dixon was appointed as City of Dover Chaplain on September 11, 2000 and served continuously in that capacity until being sworn into office as Councilman of the Fourth District on December 10, 2012. He served with distinction as Councilman until May 11, 2015 and, during his two years of service to the citizens of Dover, Wallace R. Dixon served as Chair of the Parks, Recreation, and Community Enhancement Committee and as a member of the Safety Advisory and Transportation Committee, the Downtown Dover Partnership Board of Directors, and the Kent County Tourism Board of Directors; and

WHEREAS, throughout his tenure, Wallace R. Dixon demonstrated a special interest in protecting and preserving the safety of our citizens and a commitment to the youth in the community through his dedicated efforts to address their recreational needs; and

WHEREAS, Wallace R. Dixon served with dignity and integrity, demonstrating empathy and compassion toward his colleagues, City staff, and constituents alike, and speaking up for those whose concerns might otherwise have gone unnoticed.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council recognize that Wallace R. Dixon will be sorely missed, express their sincere appreciation to him and his family for the dedicated years of service and personal sacrifices made on behalf of the City of Dover, and wish him and his family success in all future endeavors.

BE IT FURTHER RESOLVED that the Mayor and Council direct the City Clerk to make this resolution a part of the permanent records of the City of Dover as a lasting symbol of appreciation and gratitude to Wallace R. Dixon.

Mr. Slavin moved for adoption of Resolution No. 2015-05, seconded by Mr. Neil and unanimously carried.

Representative Sean Lynn presented a tribute to Councilman Dixon on behalf of the House of Representatives. Representative Lynn stated that the House of Representatives recognized Mr. Dixon's outstanding dedication and commitment to serving the citizens of Dover, commended his remarkable contributions, and extended its sincere appreciation. As a former member of City Council, Representative Lynn stated that it had been an honor to serve with Mr. Dixon.

Mayor Christiansen and members of Council presented Councilman Dixon with the Resolution, a

Dover Cup, and a key to the City.

Councilman Dixon stated that he was honored and that he had tried to serve as a humble servant, which was his calling. He thanked God and everyone in the community for allowing him to serve.

PROPOSED RESOLUTION NO. 2015-06 AND STATE OF DELAWARE TRIBUTE - ADAM M. PERZA

The City Clerk read the following resolution into the record:

WHEREAS, Adam M. Perza was appointed to serve on the Compensation Commission on May 9, 2011, serving in that position until May 17, 2013, and was appointed to the Salary and Benefits Compensation Comparison Committee on August 22, 2011 and served as Chair of that Committee until September 10, 2012; and

WHEREAS, Adam M. Perza was sworn into office as Councilman of the Second District on May 14, 2012 and served with distinction until May 11, 2015 and, during his three years of service to the citizens of Dover, Adam M. Perza served as Chair of the Construction Code Appeals Committee and as a member of the Parks, Recreation and Community Enhancement Committee; Safety Advisory and Transportation Committee; Utility Committee; Ad Hoc Financial and Operational Advisory Committee; Downtown Dover Partnership Board of Directors; and President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties; and

WHEREAS, throughout his tenure, Adam M. Perza listened attentively to disparate points of view, deliberated thoughtfully, gave careful consideration to the implications of decisions, and developed equitable and creative solutions to the complex concerns brought before the municipality; and

WHEREAS, Adam M. Perza demonstrated the courage to adhere to his convictions, while displaying a spirit of civility and courtesy that elevated the level of discourse and fostered the respect of his colleagues, City employees, and the constituents that he served.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council recognize that Adam M. Perza will be sorely missed, express their sincere appreciation to him and his family for the dedicated years of service and personal sacrifices made on behalf of the City of Dover, and wish him and his family success in all future endeavors.

BE IT FURTHER RESOLVED that the Mayor and Council direct the City Clerk to make this resolution a part of the permanent records of the City of Dover as a lasting symbol of appreciation and gratitude to Adam M. Perza.

Mr. Hutchison moved for adoption of Resolution No. 2015-06, seconded by Mr. Anderson and unanimously carried.

Representative Sean Lynn presented a tribute to Adam M. Perza on behalf of the House of Representatives. Representative Lynn stated that the House of Representatives recognized Mr. Perza's

outstanding dedication and commitment to serving the citizens of Dover, commended his remarkable contributions, and extended its sincere appreciation. On a personal note, Representative Lynn stated that Mr. Perza had done a good job, expressed his pride in Mr. Perza, and thanked him for his service.

Mayor Christiansen and members of Council presented Councilman Perza with the Resolution, a Dover Cup, and a key to the City.

Councilman Perza stated that he had enjoyed his service and it had been an honor to serve his community and neighbors. He expressed thanks to the elected representatives and future elected representatives in the room, stating that it is an honor to serve but one does not serve for the honor. Mr. Perza stated that he had learned over the last several years that governing is hard. He indicated that it is great to have ideas, but what is important is that the ideas are implemented and that there is full discussion of the pros and cons as part of a collective group.

Mr. Perza encouraged the new members to listen to their neighbors and to the people in the City, and to think before speaking, making sure to apply judgment to their thoughts, since what is said becomes important in terms of how people react to it.

PROPOSED RESOLUTION NO. 2015-07 AND STATE OF DELAWARE TRIBUTE - BEVERLY C. WILLIAMS

The City Clerk read the following resolution into the record:

WHEREAS, Beverly C. Williams was appointed to the Dover Housing Authority on May 11, 1987, serving until July 25, 2011, and was appointed to the Historic District Commission on September 13, 1993, serving until April 15, 2004; and

WHEREAS, Beverly C. Williams was sworn into office as Councilwoman of the First District on May 13, 2002, being only the fourth female to attain the office of Dover City Council Representative, and served with distinction until May 11, 2015, serving as Council President and Vice-Mayor, and as Mayor from July 23, 2007 until October 8, 2007 and from April 28, 2014 until May 12, 2014. She served as Chair of the Utility Committee; Other Post-Employment Benefits Board; and the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Public Library, and Other City Properties; as a member of the Legislative and Finance Committee; Parks and Recreation Committee; Parks, Recreation, and Community Enhancement Committee; Safety Advisory Committee; Safety Advisory and Transportation Committee; 2030 Energy Committee; Ad Hoc Health Benefits Committee; City Manager Search Committee; Haggerty and Haggerty Ad Hoc Review Committee; and Kent County Tourism Board of Directors; and as a liaison to the Chamber of Commerce; Greater Dover Committee; and Kent County on the City/County Committee; and

WHEREAS, during her many years of service, Councilwoman Williams brought courage, conviction, and candor to Council's deliberations. Her expertise, particularly in matters pertaining to utilities and to youth in the community, was invaluable in Council's deliberations, and her decisive leadership, energy, and passion contributed greatly to the betterment of the City and its citizens.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council recognize that Beverly C. Williams will be sorely missed and express their sincere appreciation to her and her

family for the dedicated years of service and personal sacrifices made on behalf of the City of Dover, and wish her and her family success in all future endeavors.

BE IT FURTHER RESOLVED that the Mayor and Council direct the City Clerk to make this resolution a part of the permanent records of the City of Dover as a lasting symbol of appreciation and gratitude to Beverly C. Williams.

Mr. Hare moved for adoption of Resolution No. 2015-07, seconded by Mr. Hutchison and unanimously carried.

Representative Sean Lynn presented a tribute to Councilwoman Williams on behalf of the House of Representatives. Representative Lynn stated that the House of Representatives recognized Mrs. Williams' outstanding dedication and commitment to serving the citizens of Dover, commended her remarkable contributions, and extended its sincere appreciation.

Mayor Christiansen and members of Council presented Councilwoman Williams with the Resolution, a gavel, a Dover Cup, and a key to the City.

Councilwoman Williams stated that, before being sworn in, she was advised by former Councilwoman Goldie Legates to follow the oath, and if she followed the oath she would be fine. Mrs. Williams expressed her thanks, stating that it had been a great journey.

OATHS OF OFFICE

The Honorable Kenneth S. Clark, Jr., Judge - Sussex County Court of Common Pleas, administered the Oath of Office, as follows:

Mayor	-	Robin R. Christiansen

The Honorable William L. Witham, Jr., Resident Judge - Superior Court, administered the Oaths of Office, as follows:

Council - First District	-	James E. Hosfelt, Jr.
Council - Second District	-	Brian E. Lewis
Council - Third District	-	Scott W. Cole
Council - Fourth District	-	Roy Sudler, Jr.

ELECTION OF COUNCIL PRESIDENT/VICE-MAYOR

Mayor Christiansen opened the floor for nominations for Council President/Vice-Mayor for 2015/2016.

Mr. Neil moved to nominate Timothy A. Slavin to serve as Council President/Vice-Mayor for 2015/2016, seconded by Mr. Hutchison.

Mr. Anderson moved to close nominations, seconded by Mr. Sudler and unanimously carried.

By a unanimous roll call vote, Mr. Slavin was elected to serve as Council President/Vice-Mayor for 2015/2016.

RECESS

By unanimous consent, there was a brief recess to take photographs of the Mayor and members of City Council.

The meeting recessed at 8:20 p.m. and reconvened at 8:32 p.m.

PROCLAMATION - COMMUNITY ACTION MONTH

The City Clerk read the following proclamation into the record:

WHEREAS, Community Action Agencies were created when the Economic Opportunity Act of 1964 was signed into law and, currently, there are approximately one thousand such agencies serving the underprivileged in the United States; and

WHEREAS, First State Community Action Agency has been committed to working with individuals and communities to overcome the challenges of unemployment, homelessness, substandard living conditions, and hunger in Delaware since 1965; and

WHEREAS, First State Community Action Agency has made an essential contribution to individuals and families in Delaware by providing innovative and cost-effective programs that enable them to improve their lives and living conditions; and

WHEREAS, Delaware and the entire country must continue to promote economic security and ensure that all citizens are able to live with dignity by providing support and opportunities for those in need of assistance.

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim May 2015 as **COMMUNITY ACTION MONTH** in the City of Dover in recognition of the hard work and dedication of First State Community Action Agency.

On behalf of the Mayor and City Council, Mayor Christiansen presented the proclamation to Mr. David Bull, Director of Human Resources, First State Community Action Agency. Mr. Bull expressed thanks to the Mayor and Council for the recognition. He stated that First State Community Action Agency had been operating since 1965 and was celebrating 50 years of being in business, helping those who are less fortunate and providing them the opportunity to regain self-sufficiency and citizenship equilibrium.

PUBLIC WORKS WEEK

The City Clerk read the following Proclamation into the record:

WHEREAS, Public Works services are an integral part of our community and citizens' everyday lives, and the support of an understanding and informed citizenry is vital to the efficient operation of Public Works systems and programs such as facilities management, fleet maintenance, grounds and parks maintenance, solid waste collection and recycling, street and stormwater management, water production, and water and wastewater operations and maintenance; and

WHEREAS, the health, safety, and comfort of this community greatly depend on these facilities and

services, and the quality and effectiveness of these facilities and services, as well as their engineering, construction, and inspection, are vitally dependent upon the efforts and skill of Public Works staff; and

WHEREAS, the efficiency of the qualified and dedicated personnel of the Department of Public Works is materially influenced by the people's attitude and understanding of the importance of the work they perform; and

WHEREAS, The American Public Works Association 2015 National Public Works Week theme "Community Begins Here" speaks to the essential nature of Public Works services in support of everyday quality of life.

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim May 17th – 23rd, 2015 as **PUBLIC WORKS WEEK** in the City of Dover and urge all citizens and organizations to learn more about the issues involved in providing our Public Works and to recognize the contributions that our dedicated Public Works employees make every day to our health, safety, comfort, and quality of life.

On behalf of the Mayor, City Council, and the citizens served, Mayor Christiansen presented the proclamation to Mrs. Sharon Duca, Director of the Public Works Department.

Mrs. Duca expressed appreciation for the recognition, stating that the past couple of years had been a period of change for the Department of Public Works, including differences in the budget and staffing levels; however, the Department's staff had stood together to ensure that the City's priorities were taken care of, from making sure that trash has been picked up to snow removal, fixing water main breaks, and making sure that service is reliable. She thanked the Public Works Department staff for their dedicated work ethic.

STATE OF THE CITY MESSAGE - MAYOR ROBIN CHRISTIANSEN

Mayor Christiansen presented the State of the City address, as follows:

> Good evening, Mr. President, members of Council, City staff, and the citizens of Dover who we all serve. Today I'm giving my first State of the City address as your Mayor, and it is a very humbling experience. I believe that this is more of a report card on our success, not on our failures. I believe that we are at a B+ today. However, we always have room for growth and improvement as a government and as a city.
> For the past few months we have seen a renewed spirit of our citizens' commitment and a renewed commitment of our City staff and employees, who make us shine each day through their continued commitment, which speaks to the motto "Community Excellence Through Quality Service." They make the City of Dover.
>
> The Clerk's Office continues to make sure that we have access to historical records and ensure that we conduct our meetings accordingly, and for that I am very grateful. Upstairs, I, along with the City Manager, the Assistant City Manger, Public Information Officer, and City staff have established a great working relationship. Daily we respond to the questions and concerns of our citizens. Together we have accomplished great things and will continue to do so in the future.

The Finance Department and the Assessor's Office continue to work for financial stability. The Finance Office recently completed the bond issuance of $4,135,000 of General Obligation Bonds for the street and storm water infrastructure at the Garrison Oak Technology Park, and to refinance the outstanding 2003 General Obligation Bonds.

The Customer Service Department and our Electric Department continue to deliver quality service to this, the most valuable of our enterprise funds, established many years ago to supplement property taxes and aid in balancing our budget.

Too often, it is easy to overlook the Public Works Department, unless of course they would not be there to perform their duties and responsibilities day in and day out. From Sanitation, to Streets, to Water and Sewer, and Building and Grounds, this group of dedicated individuals makes sure the job is done, regardless of the weather. We appreciate and applaud your efforts.

Code Enforcement is a department that aids in making sure each of us live up to the standards that make us good neighbors, so our property values stay at a level that is acceptable and does not bring the property values of our neighbors down.

Our Library and Parks and Recreation Departments continue to provide all of us with many programs in which thousands of people participate each year. Our Police and Fire Departments are both Class A. Our Police Department was recently re-certified and began celebrating it's 90th anniversary. The men and women of the Dover Police Department continue, under the leadership of Chief Paul Bernat, to serve all of our citizens with fidelity, trust, and integrity.

The Dover Fire Department, under the command of Chief Mark Hall, is second to none. Since 1882, Robbin's Hose Company has protected the city of Dover and the surrounding area with professionalism and holds the distinction of being the only all volunteer fire department serving a state capital in the United States of America.

Our employees each day perform the daily duties of maintaining City services at a level our citizens have come to expect and deserve. It is because of their efforts that the Mayor and Council shine. They continue on through snow, sleet, rain, and extreme heat. They do what must be done regardless of the task.

We have great potential and a bright future in Dover. Our greatest days are ahead of us. Not only do we realize this, but so do Governor Markell and other State officials, who recently gave us our designation as one of the three inaugural Downtown Development Districts. This speaks volumes of not only the draw to locate business downtown but to aid business in our entire city. Also we have partnered with our friends at Kent County, under the leadership of Levy Court President Brooks Banta, who have joined by offering incentives to those that would invest in our downtown. Several major employers have chosen to expand or relocate to our city. Others who are already strong, long-time employers continue to work shoulder to shoulder with

us to maintain their presence in Dover. We have and will continue to aggressively seek and attract major employers to Dover and Central Delaware to help those of our citizens who are underemployed or unemployed. Dover is in business to do business. Having said that, I salute the many small business owners who continue to pioneer and thrive in our downtown area and throughout the entire city. Your faith in the future should serve as an example to us. We salute your success. Please accept our admiration and thanks.

Finally, to the many volunteers who take time away from their busy personal schedules to serve on various boards and committees, please accept my heartfelt thanks to all, working as one, to make Dover a place to do business, a place to live, a place to recreate, a place to bike, a place to shelter those who are less fortunate, a place to utilize our natural gem, Silver Lake, a city which each and everyone of us is proud to call home. I believe in each of you and I hope that you believe in Dover.

CONSENT AGENDA

Mr. Lewis requested the removal of Item #15 - 2015/16 - Staff Appointments - City Council from the Consent Agenda.

Mr. Anderson requested the removal of Item #11B - Evaluation of Proposals - Ambulance Service Contract from the Consent Agenda.

Mayor Christiansen stated that Item #22B - Resolution No. 2015-09 Authorizing Signatures for Banking Services on Behalf of the City of Dover, Delaware - Controller/Treasurer, Assistant Controller/Treasurer, and Assistant Treasurers would also be removed from the Consent Agenda.

Mr. Anderson moved for approval of the consent agenda, as amended, seconded by Mr. Sudler and carried by a unanimous roll call vote.

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE REPORT - APRIL 27, 2015

The Safety Advisory and Transportation Committee met on April 27, 2015 with Chairman Hutchison presiding.

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. Timothy Mullaney, Fire Marshal, reviewed the proposed ordinance. He indicated that changes were proposed in Section 46-162, Sprinkler Requirements, to incorporate National Fire Protection Association (NFPA) 13 and other requirements regarding the location and type of fire department connections. He explained that including this information in the Code would make it easier to obtain this information from a single source.

Mayor Christiansen stated that the Dover Fire Department currently uses a five (5) inch supply line and uses the building connections on all newly constructed buildings. Noting that some buildings have 2½-inch national standard connections, he inquired if replacing these connections would be required or if this would occur only if they are damaged. Responding, Mr. Mullaney stated that an upgrade would be required for new construction projects for greater than 50% renovations, when a fire alarm connection would have to be physically relocated because of construction, or if a sprinkler company informed him that there was a physical problem with the connection that prevented it from working.

Mayor Christiansen questioned if the Dover Fire Department has the ability to hook up to 2½-inch connections. Responding, Mr. Mullaney stated that he was aware of only 30 locations using this type of connection since most buildings had upgraded. He indicated that this was not a problem because the necessary equipment is available on the trucks and only a little more time and pre-planning is required. Mr. Mullaney stated that he would not recommend requiring a City-wide upgrade since this could be a big project that some would be unable to afford.

Mr. Mullaney advised members that the proposed change to Section 46-171, Fire Alarm in Place of Assembly, would address public mode audible requirements related to shunt trip relays/switches. He advised members that this is already established in NFPA 72, and this amendment would allow users to access this information through City Code. Mr. Mullaney stated that the requirement is that the power source used to amplify live music will shut down at the activation of a fire alarm system.

The Committee recommended approval of Proposed Ordinance #2015-07.

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

Evaluation of Proposals - Ambulance Service Contract

During the Safety Advisory and Transportation Committee meeting held on March 23, 2015, members considered the Evaluation of Proposals - Ambulance Service Contract and tabled the matter until the next meeting of the Safety Advisory and Transportation Committee.

Mr. Scott Koenig, City Manager, referred to his memorandum dated April 22, 2015, regarding Evaluation of Proposals - Ambulance Service Contract, explaining that the attachments included answers to members' questions that were submitted by PrimeCare Medical Transport, LLC, as well as additional information provided by PrimeCare Medical Transport, LLC and Heartline Ambulance Service, LLC. Mr. Koenig reminded members that three (3) proposals were received and that members had agreed that the proposal from Hart to Heart Transportation, LLC was not in compliance with the Request for Proposals (RFP), and the only proposals that complied were from PrimeCare and Heartline. He noted that Heartline was an entity that had yet to be created.

Mr. Koenig informed members that, as requested during the Committee meeting of March 23, 2015, representation from PrimeCare was present.

Mr. Koenig explained that the City had a longstanding contract with PrimeCare to deliver ambulance services. For a time, the City had received complaints from both Cheswold and Camden-Wyoming ambulance services for overflow responses that they were making into the City's service area. He stated that, at that time, the City had two (2) options, one (1) of which was to pay PrimeCare for additional ambulance coverage. It was Mr. Koenig's recollection that the cost would have been approximately $10,000 per month for PrimeCare to add another shift, and staff was unable to identify an eight (8) or 12-hour shift with consistent overflow numbers that would address all of the concerns. The second option was to make donations to Cheswold and Camden-Wyoming ambulance services to compensate them for the time and effort they were putting into service calls within the City's service territory. The City issued donations in FY 13 and FY 14 to these ambulance providers for their calls inside the City service territory, which amounted to approximately $15,000 annually.

In regard to the proposal received from Heartline in response to the current RFP, Mr. Koenig advised members that Heartline would be the creation of a private, for-profit company out of the existing Camden-Wyoming volunteer fire service and expressed his belief that the ambulance service that Camden-Wyoming currently provides is a component of their volunteer fire service. He stated that in the original RFP issued several years ago, responders were asked for five (5) years of operating experience as a for-profit company, since it was desired that companies demonstrate the ability to start a service and continue business operation for a five (5) year horizon. Mr. Koenig noted that, typically, the expectation is that if a business is going to fail, it will do so within the first five (5) years. He stated that if members wished to relax this requirement, they could recommend this to Council; however, it must be understood that there would be a transition period for this new service and they would have to purchase equipment, create schedules and service components, and hire staff. Mr. Koenig indicated that Mr. Chris Clough, Employee Supervisor and EMS

Administrator, Heartline Ambulance Service/Camden-Wyoming Fire Company, had indicated that they could have their service up and running comfortably by August 1, 2015.

Mr. Koenig advised members that he had not changed his original recommendation to enter into a contract with PrimeCare Medical Transport, LLC in the amount of $230,000 to provide ambulance services for a three (3) year period, with a negotiated ending date of June 30, 2018. It was his belief that there was an option for two (2), one (1) year extensions without having to rebid.

Responding to Mr. Hutchison, Mr. Koenig stated his belief that PrimeCare had been the City's provider for approximately 11 years.

Mr. Keller stated that there had been minimal complaints against PrimeCare, noting that there are always a few complaints with any service, and he expressed his preference for PrimeCare.

Mr. Truax advised members that he had no issue with any of the providers or staff's recommendation; however, he expressed concern regarding the process. He felt that the RFP did not ask some of the proper questions, noting that some of the questions were seven (7) to eight (8) years old, and suggested that it needed to be reviewed. Mr. Truax did not feel comfortable recommending a three (3) year contract with a two (2) year extension. He suggested that the agreement go forward with a recommendation for two (2) years and, within that two (2) year period, forming a Basic Life Support (BLS) Needs committee to determine exactly what is needed to deliver the best service to the constituency, every person in the City of Dover, and those passing through it who will use the ambulance service regardless of who is providing it.

Mr. Truax reiterated that he would like to see a contract go forward with PrimeCare, based on staff's recommendation; however, he was concerned about forwarding a recommendation for a five (5) year contract and not looking at the process. He felt that the process should be evaluated so that the provider is asked the appropriate questions regarding what the City wants rather than simply describing what they can provide. Mr. Truax advised members that there is no one on staff who can develop the proper questions for the City's RFP. He suggested that someone could be hired to study this, or that this be done by members of a BLS committee made up of individuals with backgrounds in dispatch, field care, or hospital care.

Mr. Hutchison stated that the proposal before members was for a three (3) year contract and reminded members that PrimeCare had already been providing this service for 11 years. He stated that Mr. Truax had made some valid points in regard to evaluating operations in the future, and Mr. Hutchison did not have a problem with working with the City Manager and staff to create an evaluation system. However, he did not feel that this was the issue before members tonight. Mr. Hutchison did not see the difference between supporting a two (2) year proposal versus a three (3) year

proposal, noting that the City Manager and staff had clearly recommended a three (3) year proposal.

Mr. Truax stated his belief that the process is tied into the overall bid package. He indicated that if the agreement were approved for three (3) years, there is no way to know that this matter would be reviewed or that the agreement would work. He felt that it would be proper to make a motion in favor of a two (2) year agreement with a component that a BLS committee would be formed to review this matter. Mr. Truax stated that this was his opinion and each Committee member should develop their own opinion.

Mr. Hutchison requested Mr. Koenig's opinion on the concept of developing an evaluation system and establishing a board to address Mr. Truax's concerns. Responding, Mr. Koenig stated that he had no concerns with appointing a future BLS committee. He advised members that he had already included a study related to police staffing, fire dispatch, and ambulance service in an FY 16 draft budget for Council's consideration in a few weeks. Although this study currently did not include the fine details of BLS, he felt that this could be the starting point for discussing whether the City should pursue additional BLS services. Mr. Koenig stated that former Councilman Eugene Ruane had asked staff to create an annexation model, and much time was spent talking about the services that would be impacted by annexation and development, including police, fire, and streets. Ambulance calls were not discussed; however, Mr. Koenig noted that the 10-year trend of ambulance calls had crept up significantly, and the last three (3) years had leveled off.

Mr. Truax questioned who would sit on that committee, how it would be formed, and whether it would be a subcommittee to the Safety Advisory and Transportation Committee. Responding, Mr. Hutchison stated that it could be made a priority to move forward with this matter and that the details could be worked out.

Mr. Truax suggested that the Committee recommend a three (3) year agreement and that, in that three (3) year period, a BLS needs committee would be formed as a subcommittee to the Safety Advisory and Transportation Committee. This would place the intent for a review of this matter on the record and would allow enough time to review, study, and come up with a reasonable overview of BLS needs.

In response to Mr. Hutchison regarding the recommended composition of the subcommittee, Mr. Truax suggested that it be made up representatives from dispatch; field care, including EMTs; and someone from hospital care, including a nurse or doctor, and stated that determining who would sit on the subcommittee would be part of the overall process.

In response to Mr. Hutchison regarding whether this is being done elsewhere in Delaware, Mr. Truax stated that he was unsure. To his knowledge, there are only two (2) jurisdictions using private carriers for 911 transport, the City of Wilmington, which uses St. Francis, and the City of Dover.

Mr. Koenig reminded members that the RFP was for a three (3) year contract with two (2), one (1) year extensions if the City so chooses.

In response to Mr. Hutchison, Mr. Koenig confirmed that the City would continue to have the same agreement with the Camden-Wyoming and Cheswold fire services for reimbursement.

Responding to Mr. Keller, Mr. Koenig confirmed that the questions previously asked by members were answered in PrimeCare's letter of response. Mr. Koenig explained that some of the more detailed questions that Mr. Truax had identified were not in the RFP, either because they are new things or because they are service levels that Mr. Truax would like to see enacted. The RFP was to provide the current minimum level of service that is required.

The Committee recommended authorizing the City Manager to enter into a contract with PrimeCare Medical Transport, LLC in the amount of $230,000 to provide ambulance services to the City of Dover for a three (3) year period, with a negotiated ending date of June 30, 2018, as recommended by staff. The motion was seconded by Mr. Truax and carried by a vote of two (2) yes (Keller and Hutchison) and one (1) no (Truax).

The Committee recommended placing a discussion of the feasibility of creating a committee to study the Basic Life Safety (BLS) needs for the City of Dover on the agenda for the next Safety Advisory and Transportation Committee meeting.

During the City Council meeting of May 11, 2015, Mr. Anderson advised members that the recommended bid for the Ambulance Service Contract was approximately $80,000 more than another bid, but expressed his belief that there was good reason for this and requested that this be explained.

Mr. Scott Koenig, City Manager, stated that the City issued an RFP earlier this year for ambulance services and three (3) proposals were received, one (1) of which was from PrimeCare Medical Transport, LLC, the City's current provider. The other proposals were from Heartline, LLC and Hart to Heart Transportation. Mr. Koenig explained that staff reviewed the proposals and this matter went to the Safety Advisory and Transportation Committee twice for questions and answers. The feeling was that the most well-rounded proposal was that submitted by PrimeCare and their service level met the current needs of the city of Dover. Staff's recommendation was to proceed with a contract for PrimeCare Medical Transport, LLC, which would end June 30, 2018, with provisions for two (2), one (1) year extensions. Mr. Koenig advised members that the Committee also made a recommendation to potentially create a study committee to review and possibly improve BLS services in the City of Dover. He indicated that, based on the discussion at the Committee level, staff again recommended PrimeCare Medical Transport, LLC for a contract to be executed through June 30, 2018.

Mr. Anderson questioned if the reason for the recommendation was a provision dealing with the length of time that operations had been provided. Responding, Mr. Koenig stated that the RFP included a requirement for five (5) years of operating history providing the service that was requested. He

explained that Heartline, LLC was a new start-up company that would have been created out of the current Camden-Wyoming ambulance service, and the component of the request that they did not meet was five (5) years of operating history. Mr. Koenig explained that Heartline would have to create a new company, order equipment, and hire staff to provide service to the City. For this reason, it was felt that it was not in the City's best interest to proceed with that proposal.

Mr. Sudler questioned the advantage of PrimeCare over Hart to Heart Transportation. In response, Mr. Koenig stated that Hart to Heart would have operated at no cost to the City and would recover all of their costs from billing; however, the documents that they provided indicated that almost all of their experience was in medical transport verses BLS.

Mr. Hosfelt inquired if the complaints received against PrimeCare had been tracked. Responding, Mr. Koenig stated that a few official complaints came through Mrs. Kay Sass, Emergency Management Coordinator, and were evaluated. He indicated that most were unsubstantiated or could not be confirmed; in other cases the provider provided adequate documentation that they had addressed the complaint or had made corrections so that the problem would not happen again in the future.

Mr. Hosfelt questioned if Council would vote again on the single-year extensions following the three (3) year contract. Responding, Mr. Koenig stated his belief that, in the past, the City Manager had been authorized to approve extensions; however, because of the supplemental discussion and the request to potentially create a BLS committee, he would bring this matter back before executing extensions.

Responding to Mr. Hosfelt regarding the desire to create a BLS committee, Mr. Koenig explained that this was the recommendation of at least one (1) member of the Safety Advisory and Transportation Committee and there had been a motion to place a discussion about potentially creating a BLS committee on the Committee's agenda.

As Chair of the Safety Advisory and Transportation Committee, Mr. Hutchison stated that during the meeting held on April 27, 2015, there were in-depth discussions with Mr. Koenig and Mrs. Sass pertaining to the three (3) vendors who submitted applications for consideration. He indicated that each of the providers were looked at and they also took in information from the hospital regarding service provided. As a result, he felt that members were more than comfortable in saying that PrimeCare should be able to continue to provide this service to the City. Mr. Hutchison indicated that it was also discussed whether or not some type of evaluation system should be created, stating that this would be discussed in future meetings.

Mr. Hutchison moved to approve PrimeCare LLC for another three (3) year contract, seconded by Mr. Anderson.

Mr. Sudler questioned why staff wanted to do business with PrimeCare although there were complaints. Responding, Mr. Koenig stated that in every case that he could recall, there was a satisfactory resolution to the complaint; either the complaint was unfounded or the service provider made an adjustment to remedy future complaints of that nature.

Mr. Hutchison advised members that the City deals primarily with PrimeCare but Camden and Cheswold also provide back-up in the City; and, in addition, the City also deals with Kent County 911

Dispatch. He reiterated the Committee was pleased with the overall performance of PrimeCare and the City Manager had addressed any issues.

Mr. Anderson noted that this important issue affects the lives of people and involves a great deal of money each year and thanked his fellow Council members for having this discussion so that the citizens understand why Council was making these choices.

Mr. Sudler questioned if a performance rating was assigned to all three (3) proposals when they were evaluated and, if so, what PrimeCare's rating was versus the other proposals. Mr. Hutchison stated that one (1) of the standards was that the provider had to be in business for at least five (5) years.

Mr. Koenig indicated that numerical ratings were not assigned; the recommendation was based on the submissions and whether the providers met the criteria outlined in each of the sections of the RFP. Mr. Sudler questioned if this type of rating is done in the City. Mr. Koenig stated that, to his knowledge, this particular service had not been rated in the past. He indicated that other scored evaluations had been performed, for example, for engineering companies that submitted RFP's.

Mr. Neil stated his understanding that it was intended to look at certain standards in the future for these companies. Responding, Mr. Koenig stated that members of the Safety Advisory and Transportation Committee had requested to look at this and that the Committee would have this discussion and make a recommendation to Council. Mr. Neil stated this was very important and that he would like to hear what was being considered in the future.

The motion to approve PrimeCare LLC for another three (3) year contract was carried by a vote of eight (8) yes (Anderson, Sudler, Neil, Lewis, Cole, Hare, Hutchison, and Slavin) and one (1) no (Hosfelt).

By unanimous consent, Council approved the Committee's recommendation to place a discussion of the feasibility of creating a committee to study the Basic Life Safety (BLS) needs for the City of Dover on the agenda for the next Safety Advisory and Transportation Committee meeting.

Briefing on Delaware Department of Transportation (DelDOT) Projects

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that updates were requested from the Delaware Department of Transportation (DelDOT) for projects that were put forward as transportation priorities in regard to the Capital Transportation Plan (CTP). She provided updates on these projects, as follows:

Garrison Oak Connector Road

The Garrison Oak Connector Road was listed as one (1) of the top priorities for the City of Dover; however, no funding for design or construction is included in DelDOT's current CTP. It was Mrs. Townshend's belief that the right-of-way was already in place.

College Road Corridor Upgrades

This project is not funded in the current Capital Transportation Plan.

Construction of Sidewalks Within the Walk Zone of the New Dover High School
Mrs. Townshend stated that DelDOT had indicated that the sidewalk project at this location is complete; however, she noted that members of both the Safety Advisory and Transportation Committee and the Dover/Kent County Metropolitan Planning Organization (MPO) had recognized that, although there are sidewalks on the north side of Route 8, there is a large gap on the south side. Quite a few students had been seen walking in the travel lane or shoulder in that area, or on residents' grass, and the City and MPO were discussing this. Mrs. Townshend explained that a meeting had been scheduled regarding the Kenton Road project with the intent to have some of this sidewalk area included in an expanded scope for that project. She expressed her belief that sidewalk construction needs to be prioritized and funded, noting that she and Mr. Scott Koenig, City Manager, had also discussed this with the Secretary of Transportation.

Route 8/Hazlettville Road Connector
Mrs. Townshend stated that the Route 8/Hazlettville Road connector is the road located at the west entrance of Dover High School. She advised members that there is currently no funding for this project in the CTP.

US Route 13 Sidewalk Construction
There is a small amount of funding in FY 19 for sidewalk design for a portion of US Route 13 from South Court Street to Loockerman Street. No other money is shown in the CTP.

Crawford Carroll Avenue Extension
Funding for preliminary engineering and design in FY 16 and FY 17 is included in the current CTP. Funding for right-of-way acquisition is shown in FY 19 and FY 20. There is no funding for construction in the current CTP. Mrs. Townshend advised members that Delaware State University (DSU) had acquired the former Sheraton Inn in this area, and currently the only way of travel between DSU and this new portion of the campus is on Route 13. She explained that from a pedestrian, bicycle, and vehicle standpoint this project has become more important in the network in that area.
Kenton Road Corridor Upgrades
Funding for preliminary engineering and design in FY 16 and FY 17 is shown in the current CTP; therefore, preliminary engineering was expected to begin after July 1, 2015. Mrs. Townshend stated that she would be attending a meeting to discuss the scope of the project in the next couple of weeks.

Kings Highway/Route 13 Intersection Improvements
This project is not listed in the current CTP.

Loockerman Street/Forest Street Improvements (Roundabout)
Mrs. Townshend stated that this project involves the construction of a roundabout in front of the Duncan Center in the area where the clock is currently located, noting that five (5) streets converge in that area. She stated her recollection that this project dates back to the West Side Redevelopment Plan that was done in 2001, stating that it was

previously included in the CTP and then was shelved. Mrs. Townshend indicated that the project is included in the CTP for preliminary engineering and design in FY 17 and FY 18. Funding for right-of-way acquisition is shown in FY 19, with funding for construction shown in FY 20 and FY 21.

Mrs. Townshend stated that staff had discussed looking at the ranking of this streetscape and safety project in connection with Downtown Development District investments. She indicated that this project has money associated with it; whereas, most of the other projects on the list do not. She felt that it is a doable project that ties in well with the Downtown Development District.

Mayor Christiansen questioned where the Loockerman Street/Forest Street roundabout would be placed. Responding, Mr. Koenig stated that the concept drawings take the small triangle where the clock is presently located and carve out a small portion of the southeastern corner of the intersection where there is vacant land. He explained that this may impact some of the land to the north as a circular right-of-way is carved out. Mr. Koenig stated his recollection that there is a concept plan that shows that the roundabout can be constructed without removing any buildings, and it would be located in the area of the Duncan Center and the George V. Massey Station. He advised members that the City owns a small piece of property on the other side of Jerusalem Way, formerly Slaughter Street. Mr. Koenig indicated that the roundabout would be tight but would fit. He explained that Loockerman Street would then extend out to Route 8 as a kind of parkway with a center median and landscaping. The proposed Lincoln Park Center/Clarence Street extension road project would be tied into the roundabout project, as well as the underground installation of all of the overhead utilities in that area, so there would be both transportation and aesthetic improvements to that component of Loockerman Street.

In response to Mayor Christiansen, Mr. Koenig confirmed that this project would be part of the gateway into the City from the west.

In response to Mr. Hutchison, Mr. Koenig agreed to make concept drawings of this project available to the members.

Mr. Hutchison requested that this item be included on the agenda for the next meeting of the Safety Advisory and Transportation Committee.

US Route 13 Service Road Corridor
This project has no associated funding in the CTP.

Transportation Improvement District
Mrs. Townshend stated that this large project is not listed in the CTP; however, staff is meeting monthly with DelDOT in this regard. She advised that staff is working on obtaining numbers to model various growth scenarios which will allow the development of a fee formula based on building square footage, rather than each developer having to do a transportation study. Mrs. Townshend noted that the Transportation Improvement District identifies upgrades throughout the corridor area

to be funded through fees received, which would be more efficient, fair, and a better use of funds.

In response to Mr. Hutchison regarding the High-Intensity Activated Crosswalk Beacon (HAWK) signal near Dover High School, Mrs. Townshend stated that the signal was currently functioning and being used by students. She indicated that it would be a while before another study could be done to see if the intersection meets warrants for a full traffic light. She explained that the high school does not keep the east entrance open and that staff tried to articulate to the Capital School District that as long as there is no traffic going to that entrance, the location will never meet the warrants because counts are based on traffic coming from different points. Mrs. Townshend indicated that she had observed cars coming out of Heatherfield and speeding through the intersection when the pedestrians have the walk sign, which was concerning because they were taking advantage of the signal in a way that it was not intended. She stated the need to watch the intersection closely because, at this point, there was no indication from DelDOT that the signal would be changed.

In response to Mr. Hutchison regarding the status of the West Dover Bypass, Mrs. Townshend stated that it is under construction and on schedule.

In response to Mr. Keller regarding the construction of sidewalks in the walk zone of Dover High School, Mrs. Townshend stated that this project was third on the City's list of transportation priorities. In regard to right-of-way acquisition, Mrs. Townshend stated it was unknown if there was enough right-of-way. She advised that this was not in DelDOT's queue to look at because they consider this project to be complete since they are looking only at the north side of Route 8. Mrs. Townshend stated that she had been pushing this project hard through the MPO Technical Advisory Committee process, and Mr. Rich Vetter, Executive Director of the MPO, proposed the idea of tying this matter into the Kenton Road project so that it would be on DelDOT's radar screen. Mrs. Townshend stated that there was some funding available for the Kenton Road project.

Mr. Keller commented that he had seen kids walking in the road. Mrs. Townshend stated that most of these students are eligible for bus transportation but are present after school for activities or sports. She indicated that some districts have a late bus for kids involved in activities; however, the Capital School District does not. She felt that is a big problem that should be addressed before there is an injury.

Mr. Sudler moved for acceptance of the Safety Advisory and Transportation Committee Report, seconded by Mr. Anderson and carried by a unanimous roll call vote.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - APRIL 27, 2015

The Legislative, Finance, and Administration Committee met on April 27, 2015 with Chairman Slavin presiding.

Evaluation of Proposal - Investment Banking Custody Services

Mrs. Donna Mitchell, Controller/Treasurer, reviewed the details regarding proposals received for Investment Banking Custody Services. She advised members that Union Bank's costs are based on fees only. TD Bank has no transaction fees and bases their costs on basis points, which are a percentage of the investment portfolio. Wells Fargo, Wilmington Trust and Key Bank use a combination of fees and basis points.

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.

Mrs. Mitchell explained that staff's recommendation was based strictly on price. She informed members that staff reviewed annual reports and Securities and Exchange Commission (SEC) filings, and although litigation issues were found with some of the banks, there seemed to be a very low probability that they would affect these banks. Mrs. Mitchell stated that if Council decided to use a local bank regardless of the fees, staff recommend TD Bank. Since TD Bank has no transaction fees and costs are based on basis points, staff felt that this would be the next lowest cost option. She indicated that all of the banks had good references.

Mrs. Mitchell reiterated that recommendations were based on cost. She advised members that although WSFS did not bid on this request, WSFS supports the Dover Days Festival. She indicated that several local banks, including M & T Bank, also perform community service but was unsure which other banks do so. Mrs. Mitchell advised members that Wilmington Trust, a subsidiary of M & T Bank, would handle all of the City's investments under their proposal and would keep the City's money in trust and track it on a balance sheet. If there were any litigation issues, the City would be protected since funds would be kept in the form of a trust.

Mr. Hare questioned why the fees for Union Bank were so much lower than the other proposals. Responding, Mrs. Mitchell stated that the City currently uses Union Bank and their low fees may possibly be due to the size of the bank and their volume of business; however, she noted that they are based in California and banking procedures may be different.

In response to Mr. Hare regarding whether local banks could be asked to reduce their numbers, Mrs. Mitchell stated that she generally uses the numbers submitted rather than returning to negotiate with one (1) particular bank. She indicated that she had not contacted any of the banks to determine if this was their best and final offer.

Mr. Sudler asked if Mrs. Mitchell would be willing to consider Mr. Hare's suggestion of negotiating with the banks and if there was a preferred bank that she thought the City should do business with. Responding, Mrs. Mitchell stated that all submissions were

received from good banks with electronic capabilities and favorable references and she had no preferences, noting that her recommendation was solely based on price. She reiterated that some banks help the community and she could understand if Council felt indebted to obtain this service from a local community bank rather than a California bank.

In response to Mr. Anderson, Mrs. Mitchell confirmed that Union Bank currently maintained the City's shared investment pool. She stated that Wells Fargo services the City's pension plans, and she would not recommend Wells Fargo because all of the City's investments would then be held in one (1) bank.

Mr. Anderson stated that the City had some flexibility since the cost was less than $25,000. He questioned if the City would be at risk of violating its Code by negotiating with the banks since the public proposals had already been served. Responding, Mrs. Mitchell stated that this was sent out as a Request for Proposals (RFP) rather than a bid and, therefore, could be negotiated.

Mr. Sudler stated that he would like staff to go through the sealed bid process for this service. Responding, Mrs. Mitchell stated that staff does not typically go through the sealed bid process, including advertising, for amounts this low; however, staff could do this.

Mr. Hare was unsure if it was necessary to go through the sealed bid process. He suggested that staff contact the banks that submitted proposals to determine if these were the best and final offers. Responding, Mrs. Mitchell stated that she could contact the local vendors to obtain a final offer.

Mr. Hare noted the significant difference between some of the proposed rates and those of the City's current provider. In response, Mrs. Mitchell explained that the City initially began utilizing Union Bank because their cost was low and had been using this provider for a little more than three (3) years.

In response to Mr. Anderson, Mrs. Mitchell confirmed that the services offered by all providers were the same.

Mr. Nick Adams, Vice President, Global Capital Markets Division, Wilmington Trust, informed members that he is a taxpayer in the City of Dover and resides in the Third District. He stated that he was heartened by the members' discussion and the line of questioning that had transpired. He explained that he had been at Wilmington Trust for approximately four-and-one-half years and prior to that spent nearly 12 years in State government in Delaware, serving as Deputy State Treasurer during the latter portion of that time. Mr. Adams stated that he was exceptionally familiar with the RFP processes, having previously evaluated responses and compiled responses for review. He stated the need for the Mayor and members of Council to send a message to their constituents that the City is open for business and informed members that he had heard

them doing this loudly and clearly. Mr. Adams stated that responses were sent by local vendors who are overwhelmingly committed to the City, employ people and pay taxes in Dover and are located near City Hall; however, these vendors were not given the level of consideration because of a price and are unable to respond to a best and final pricing request. Mr. Adams expressed his opinion that going straight from the RFP is a disservice to local vendors and to the City.

Mr. Adams informed members that it was noted in M & T Bank and Wilmington Trust's response and letter to the City of Dover that this firm is the largest full-service commercial bank in Delaware based on deposit market share, having employed nearly 2,100 people in Delaware. Additionally, over the past three (3) years, employees had volunteered over 50,000 hours of their time to organizations throughout Delaware and contributed nearly $5M dollars to not-for-profit organizations in all three (3) counties. Mr. Adams indicated that they had contributed well over $100,000 to numerous projects, non-profit organizations, and community events in the City of Dover, including the new City of Dover Public Library, previous title sponsorship of the Dover Days Festival, title sponsorship of City of Dover fireworks, title sponsorship this year of the Biggs Museum of Art Gala, and contributions to the Schwartz Center and many other organizations. He stated that M & T Bank and Wilmington Trust was exceptionally gracious in reconfiguring its parking lot and drive through to allow ingress and egress to the new library and to City Hall as an accommodation for the City.

Mr. Adams stated that there are other similar cases where Wilmington Trust and M & T bank is competing for the City's business and losing bids over $1,000 or a couple thousand dollars and are not given an opportunity to rebid, which is disheartening and frustrating. He indicated that there had been a pattern of contracts going to non-resident providers based on price alone. Mr. Adams informed members that a paying agent role recently went to the Bank of New York Mellon and investment management services went to Public Financial Management, neither of which employ people in the State of Delaware.

Mr. Adams felt that the City could not continue to say it is open for business and invite people to come, and then send money to California when the City has an opportunity to put its money where its mouth is. He advised members that Union Bank is owned by a Japanese corporation, not a U.S.-based corporation. Mr. Adams indicated that this was a great opportunity and indicated that M & T Bank and Wilmington Trust would welcome the opportunity to revisit the proposal because they want to do business with the City. He stated his firm had shown its commitment to the City and asked that the City of Dover show its commitment to vendors and those who want to be here in the City.

Mr. Hare stated that he has seven (7) accounts at M & T Bank and expressed his opinion that staff should request best and final offers. He indicated his appreciation for everything that M & T Bank does in the community; however, he could not honestly

tell the taxpayers that it was planned to go with an offer over 200% higher than the lowest proposal. Mr. Hare stated that if the offers were close, he would not have a problem. For comparison, he expressed his opinion that if M & T Bank were planning to redo their bank, they would choose a contractor from New Jersey charging $30,000 versus a local contractor charging $100,000.

Mr. Adams concurred with Mr. Hare; however, he stated that in this case the 200% difference represents approximately $10,000, which is fractional compared to the amount of money paid in property taxes by M & T employees who reside in the City. He asked that this be considered in terms of actual dollars and cents.

Responding to Mr. Sudler regarding the reason for the vast difference in price, Mr. Adams stated that competitors, particularly non-resident competitors, often want to find opportunities to get a foothold into markets where they do not have one. He advised members that Wilmington Trust and M & T Bank serves in excess of 80% of all municipal clients in Delaware, including the State of Delaware and its numerous entities, and if an organization like Union Bank can cut their price significantly to get a foothold into this market, this is found business for them. Mr. Adams indicated that Wilmington Trust and M & T Bank must try to set prices in line with the services provided to the other numerous municipalities they serve throughout the State. This becomes a bit of a double-edged sword in that they want to provide the best level of service while charging fair fees. Mr. Adams advised members that this did not mean that they were unwilling to sharpen their pencils and revisit this issue.

Mr. Shevock questioned if Wilmington Trust and M & T Bank gives the same bid to every municipality in the State of Delaware or if they look at the product to see if they can provide a better price. Responding, Mr. Adams stated that every opportunity is evaluated on its own merit and a price is developed. The firm's tiered pricing suggests that a $50M account, like the City's, should be priced at a particular amount, and they then work from that number. Mr. Adams stated that it is exceptionally rare when a client does not come back and request the bank to sharpen their pencils, particularly when clients receive a lower bid. He explained that there is often a give and take between the client and the bank as they try to develop a price that is mutually beneficial for both parties.

In response to Mr. Slavin, Mr. Scott Koenig, City Manager, informed members that when the City's capital projects are bid, a 3% discount is provided for local bidders.

Mr. Slavin stated that, while there is a wide disparity between all five (5) of the offers, if the entities that do not have a presence in Delaware were discounted, the span would be $13,979 to $16,270, which is a very small gap. He felt that this would be worth taking a look at.

Mr. Adams stated that he would not have appeared before the Committee tonight if the decision and recommendation set forth had been to award this business to a TD, PNC,

or WSFS Bank, or to a resident bank in the City that is as committed to the City as Wilmington Trust and M &T Bank is; however, this was not the case.

Mr. Slavin expressed a desire not to make awards only to Delaware contractors, noting that the Delaware Contractors Association would agree with this. He stated the desire to see Delaware's borders open so that our workers can work in other states and vice versa. However, he expressed his belief that the economy in Dover and Delaware would be made stronger by taking moments like this and reinvesting in the community.

The Committee recommended that Mrs. Mitchell, Controller/Treasurer, go back and ask for a best and final offer from all five (5) respondents.

By consent agenda, Mr. Anderson moved for approval of the Committee's recommendation, seconded by Mr. Sudler and unanimously carried.

Downtown Dover Business Improvement District (BID) Budget and Assessment (Tax) Rates for Fiscal Year 2015-2016

Mr. Scott Koenig, City Manager, advised that the Business Improvement District (BID) budget and assessment are set annually. He reminded members that a number of years ago, Council identified the BID, which is specified in Code with specific boundaries and zones, and each year the Tax Assessor prepares a budget based on input from staff and then prepares an assessment. Mr. Koenig explained that the City has typically raised approximately $50,000 through the BID tax. This additional tax burden is placed on businesses in the BID and the funds raised are used for economic development. For the past several years, this money, along with additional funds, has been transferred to the Downtown Dover Partnership (DDP) for economic development and promotion in the BID.

Mr. Koenig stated that the proposed tax revenue for FY 16 was $49,600. Mr. Koenig indicated that proposed expenses would be equal to revenue since, in the past, this tax had been collected and the tax value was then transferred to the DDP for operating expenses.

Mr. Koenig reviewed the BID Tax Calculation Worksheet, July 1, 2015 to June 30, 2016, noting that Ms. Cheryl Bundek, Tax Assessor, had indicated that the percentages of overall revenue raised in each zone are as follows: Zone 1 - 48%, Zone 2 - 41%, and Zone 3 - 10%, for a total of 100%.

Mr. Koenig explained that there are a certain number of parcels in each zone that qualify for the assessment, and the total aggregated assessment for the BID is slightly more than $138M, including the 2015 assessments. Reiterating that the revenue breakdown is prescribed by Code, Mr. Koenig explained that this was based on the assessments, and no increase in the total revenue was proposed.

Staff recommended approval of the proposed budget and assessment (tax) rate for fiscal year 2015-16.

Mr. Hare questioned if the City manages the DDP budget. Responding, Mr. Koenig stated that the City's prepares the draft budget figures for the DDP and pays their bills; however, the DDP manages its own budget. He stated his belief that the DDP was cash positive by several hundred thousand dollars. Mr. Koenig advised members that a budget is presented to the DDP Board and includes all operating expenses, such as the cost of managing properties; property loans; office expenses such as rent, electricity, and office supplies; contractual services, such as meter repairs; and other services associated with the properties owned, such as mortgage payments and rent receipts.

Mr. Hare questioned if members would be provided the information that would be presented in the DDP budget before making a decision. He stated, for example, that if there were $300,000 in the DDP's account, they might not need some of these funds this year. Responding, Mr. Koenig explained that the DDP's budget is a separate issue from the BID tax.

Mr. Hare questioned if funds would be automatically transferred to the DDP if the BID tax and assessment were approved. Responding, Mr. Koenig stated his belief that funds would not transfer automatically; however, the assumption would be that they would be transferred.

Mr. Slavin stated that this would offset $49,600 in other areas.
Mr. Anderson questioned why various businesses have different assessments and zones. Responding, Mr. Koenig stated his recollection that Zone 1 is the area closest to Loockerman Street and that the amount of the tax payment reduces going outward from this core area; however, he indicated that he may have to clarify this before the matter goes before Council for consideration.

Mr. Anderson felt that it was presumed that there would be less benefit derived from marketing, etc. further from Zone 1, and Mr. Koenig confirmed this.

Mr. Slavin stated his recollection that, at the time that the BID tax was created, the intention was to leverage the higher value of properties further from Zone 1 to help some of the more blight-related areas.

Mr. Koenig further explained that when the tax was originally implemented, Mainstreet Dover was the core area and primary beneficiary.

Mr. Slavin stated that since 2003 he had commented annually that he hates this tax since he cannot understand how the City could entice people to open businesses in this area by saying that the City will effectively assess more taxes on them when they come into the BID. He expressed his hope that this issue could be addressed later this year. Mr. Slavin stated his opinion that this rate is set for the purposes of budgeting so that it is loaded as Council goes into the budget year.

The Committee recommended acceptance of staff's recommendation to approve the proposed budget and assessment (tax) rate for fiscal year 2015-16, as outlined in Attachments A and B to the Business Improvement District - Assessment (Tax) Rates for Fiscal Year 2015-2016. *[City Clerk's Office Note: Subsequent to the meeting, Mrs. Cheryl Bundek, City Assessor, provided a revised report for the Business Improvement District - Assessment (Tax) Rates for Fiscal Year 2015-2016. Corrections to the Business Improvement District Tax Calculation Worksheet, July 1 , 2015 to June 30, 2016, reflect the percentages of revenue raised as required by Code.]*

During the City Council meeting of May 11, 2015, Mr. Scott Koenig, City Manager, advised members that since the time of the Committee's discussion, an adjustment had been made to the Business Improvement District Assessment (Tax) Rates for FY 2015-2016 and the Business Improvement District Tax Calculation Worksheet. He explained that in Attachment A the aggregated revenue was originally listed as $50,000; however, the amount that had been received for the last two (2) years was listed correctly in the City budget as $49,600. Since the City had recently been through a revaluation, he indicated that staff was trying to keep the playing field as level as possible with regard to the Business Improvement District (BID) tax.

Mr. Koenig indicated that the percentage of revenue raised was originally identified in Attachment B as 99% of revenue. This was subsequently changed to 100% and the percentages identified in Code were applied, as follows: Zone 1 - 50%, Zone 2 - 40%, Zone 3 - 10%. The calculation was reversed, which adjusted the assessment tax rate per hundred dollars of value in Zones 1, 2, and 3. Mr. Koenig advised members that these were relatively minor adjustments and, to make the record correct, staff requested that the numbers in blue be adopted by the full Council so that staff could proceed with the application of this tax for FY16.

Mr. Sudler moved that the corrected numbers (indicated in blue text) in the revised report for the Business Improvement District - Assessment (Tax) Rates for Fiscal Year be approved so that staff could proceed with the application of this tax for FY 16. The motion was seconded by Mr. Cole and carried by a unanimous roll call vote.

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

MONTHLY REPORTS - MARCH 2015

By motion of Mr. Anderson, seconded by Mr. Sudler, the following monthly reports were accepted by consent agenda:

City Assessor's Report
City Manager's Report
City Planner's Report
Controller/Treasurer's Budget Report
Economic Development Office Report
Police Chief's Report

QUARTERLY REVIEW OF CAPITAL INVESTMENT PLAN (CIP) (JANUARY, FEBRUARY, AND MARCH)

Members were provided the Quarterly Report for the Capital Investment Plan as of March 31, 2015.

By consent agenda, Mr. Anderson moved for acceptance of the Quarterly Report for the Capital Investment Plan (CIP) as of March 31, 2015, seconded by Mr. Sudler and unanimously carried.

2015/16 STAFF APPOINTMENTS - CITY COUNCIL

Mr. Lewis requested that the staff appointments be deferred until the next Council meeting. He indicated that he knew only possibly two (2) people on the list and expressed the desire to review the staff evaluations. He advised members that he had requested the evaluations from the City Clerk's Office and was told that he could not have them until after being sworn into office. Mr. Lewis indicated that he was uncomfortable voting for this reason and requested deferral of this item.

Mr. Hutchison stated that he respected what Mr. Lewis was saying and agreed that he should have the opportunity to review staff's evaluations; however, he disagreed with holding up this process, which he stated was required by charter. He asked that Mr. Lewis reconsider and take time at his convenience to meet with each of the staff members in question. Mr. Hutchison stated his belief that it would be a mistake to hold the process up for another two (2) weeks.

Mr. Hare stated that the evaluations were done by the previous Council, who vetted each evaluation and individual and made recommendations. He indicated that he had expressed in the past his belief that these appointments should have been done at the previous Council meeting, when the Council members who reviewed these individuals and recommended them were available to vote on them.

Mr. Hutchison felt it was wrong that Council staff appointments are brought up every year. In his opinion, once a member is appointed they should serve at the pleasure of Council, and this matter should not come back before Council. Mr. Hutchison stated that he had discussed this with the City Clerk and hoped this would be a matter of discussion in the near future. He felt that a change to the charter should be made.

Mr. Lewis stated that he understood Mr. Hutchison's point of view; however, in terms of fairness, he stated that this was his first Council meeting and he was being asked to vote on individuals that he knew nothing about.

Mr. Anderson indicated that his concern with delaying had to do with continuity. He noted that often when Council makes motions to defer, they include a provision to allow the current holders of those positions to continue to serve until this is voted on. He questioned if this would be an appropriate amendment to offer to Mr. Lewis' motion.

Mayor Christiansen noted that there was no motion on the floor at this time.

Mr. Nicholas Rodriguez, City Solicitor, stated that he thought that those appointed would continue to serve until the appointments were voted on.

Mr. Slavin stated that he appreciated both points of view that had been brought forward, noting that this was a unique moment in the City's history. He could not recall the last time five (5) new Council

members were sworn in in one (1) week, noting that Mr. Neil was sworn in last week. He indicated that there would be moments like this where Council would exercise a bit more due diligence to allow people to come up to speed. Mr. Slavin stated that he would be interested to hear from the newer members how they feel about this. As background and as a matter of course, he advised members that he would be asking to defer all of the Council President's appointments because he did not feel it appropriate to make appointments on the evening that one is elected, noting that deferral had been a practice in the City in the past as well.

Mr. Hare stated that he had always advocated for staff appointments at the previous meeting because, in his opinion, to do otherwise would be unfair to the Council appointees. He indicated that it had more or less been acknowledged during their evaluations that these individuals were going to be recommended for reappointment at the Annual Council meeting, and these staff members plan on this. He felt that perhaps the procedure should be changed.

Mr. Cole stated that, philosophically, he agreed with Councilman Lewis and Councilman Slavin; however he felt that Council needed to move forward with the appointments. Recognizing that this was a unique situation, he suggested that something could be done in the future.

Mr. Neil questioned if delaying would be legal and if it would disrupt City processes. Responding, Mr. Rodriguez advised members that those who had been appointed and served in the past would continue until changed by Council.

Mr. Slavin offered a compromise that these items would be brought back in two (2) weeks with the understanding that all of the appointees would continue to serve in the positions where they were serving, which he stated was fine according to legal counsel. Mr. Slavin asked if making a commitment that this matter would be back before Council in two (2) weeks would assuage the concerns of Mr. Hutchison and Mr. Hare. Responding, Mr. Hutchison stated that the Council that just served voted to approve and recommend each and every staff person and expressed his belief that members should honor that, rather than questioning those members of Council who took their time out to evaluate staff personnel by delaying this matter for two (2) weeks. Mr. Hutchison stated his understanding that new members did not know the individuals involved; however, he felt that they should have faith in the leadership of those who had made the decision.

Mr. Lewis stated his feeling that, in all fairness, as a newly elected Council representative, he should be able to vote in good conscience.

Mr. Hare questioned Mr. Rodriguez regarding whether the charter stated that appointments would be made to these positions at the Annual Meeting. Responding, Mr. Rodriguez stated that he would have to check the charter; however, he believed that it probably did; however, he noted that other matters, such as other appointments, would be deferred tonight.

Mr. Hare stated that Council had evaluated the performance of the appointees and told them they would be reappointed; however, in the next two (2) weeks, the five (5) new members could read a report, say these individuals were not wanted, and these employees could be out jobs. Mr. Hare reiterated that these reappointments should have been made two (2) weeks ago.

Mayor Christiansen advised members to consider that there were certain fiduciary considerations that indicate that these appointments are to be made at the annual meeting according to the charter, particularly in regard to the Controller/Treasurer, Assistant Controller/ Treasurer, and the Assistant Treasurers.

Mr. Anderson indicated that he felt secure with the advice of counsel and did not think that any of the appointments were in danger; however, he stated the need to find a better way to do this. In his view, the evaluations should have been open in the first place to those who would be voting on them. He felt that this was a glitch in procedures that needed to be looked at. Mr. Anderson stated that he had no fault with Council members who want to know more. He indicated that he was sure staff had been working very diligently and had done a great job last year, but members would not know that because they had not seen the evaluations. Mr. Anderson felt that the evaluations should be available right now and Council could have gone into executive session to review them, and he stated that those are things that they might need to look at in the future. He stated that he personally would have no problem with deferring if Councilman Lewis would not mind pulling the treasurer positions, including the controller, to avoid any legal discontinuity issues.

Mr. Lewis stated that he would have no objections.

Mr. Neil advised members that he had the privilege of meeting with most of these people or their subordinates, and his vote would be based on his personal evaluation of what an extraordinary job they had been doing. Based on this, he indicated that he would approve this group because he thought they had been absolutely outstanding.

Mr. Hosfelt concurred with Mr. Neil, stating that he would also vote to support the staff appointments as written. He stated his opinion that these employees are some of the City's greatest resources and do an outstanding job.

Mr. Sudler stated that he understood Councilman Lewis' concerns, being a new Council person. However, he indicated that since he had previous experience serving on the Legislative, Finance, and Administration Committee, he was not new to the process and had done his homework. Mr. Sudler stated that he would be voting in favor of the appointments.

Mr. Hutchison moved to approve the 2015-16 City Council staff appointments as presented, seconded by Mr. Neil.

Mr. Lewis stated, for the record, that his remarks were not made personally against the staff and he was sure that they do a phenomenal job. He indicated that he was uncomfortable voting on individuals that he knew nothing about and had not seen their evaluations. He stated that he would abstain from voting.

On a call for the question, the motion to approve the 2015-16 City Council staff appointments as presented was carried by a roll call vote of eight (8) yes, (Anderson, Sudler, Neil, Cole, Hosfelt, Hare, Hutchison, and Slavin) and one (1) abstention (Lewis).

2015/16 COMMITTEE APPOINTMENTS - COUNCIL PRESIDENT

Council President Slavin moved to defer these appointments until the next regularly scheduled Council meeting, seconded by Mr. Hare and unanimously carried.

2015/16 MISCELLANEOUS APPOINTMENTS - COUNCIL PRESIDENT

Council President Slavin moved to defer these appointments until the next regularly scheduled Council meeting, seconded by Mr. Hare and unanimously carried.

APPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT

Council President Slavin moved to defer these appointments until the next regularly scheduled Council meeting, seconded by Mr. Hare and unanimously carried.

2015/16 COMMITTEE APPOINTMENTS - MAYOR

By consent agenda, Mr. Anderson moved for approval of the Committee appointments for 2015/2016, as recommended by Mayor Christiansen. The motion was seconded by Mr. Sudler and, by a unanimous roll call vote, the following appointments were made:

Dover 4th of July Celebration Committee
Greg Patterson, President/Vice Chairman
Robin R. Christiansen, Chairman (Ex-Officio)
Brad Holden, Vice-President
Donna Mitchell, Treasurer/Secretary (Staff Liaison)
Ann Marie Townshend (Staff Liaison)
Susan Betts
Sarah Zimmerman
Andrea Maucher
Karen Nickerson

Compensation Commission
(Request to defer appointment)

Dover Public Library Advisory Commission
Scott W. Cole (Council liaison)

Downtown Dover Partnership Board of Directors
David L. Anderson (Council Representative)
William F. Hare (Council Representative)
James E. Hosfelt, Jr. (Council Representative)
Scott K. Koenig (City of Dover Representative)
Ann Marie Townshend (City of Dover Representative)
John Tinsley (Commercial Property Owner)
Cindy Small (Downtown Cultural Arts Representative)
Gregory V. Moore, President (Downtown Business Owner/Commercial Property Owner)
Mayor Robin R. Christiansen (Ex-Officio Member)
(Request to defer the appointment of five (5) State Government Representatives)

Election Board
Anita L. McDowell Boyer - First District
Cherrita L. Matthews - Second District

Property Maintenance Code Board of Appeals
Charles Martin, Representative of Local Real Estate
(Request to defer appointment of Representative of Homeowners)

Silver Lake Commission
James Burcham

Zachery Carter
Ann Marie Townshend
David L. Edgell
Dean Holden
Tricia Arndt
Lyle Allen Jones

APPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN - PUBLIC ADVISORY COMMITTEE OF THE DOVER-KENT COUNTY MPO

Mayor Christiansen requested the following appointments to the Public Advisory Committee of the Dover-Kent County MPO:

Jonathan Contant *(to fill the unexpired term of Prameela Kaza - term to expire July 2015)*
Karen McGloughin *(Alternate)*

By consent agenda, Mr. Anderson moved for approval of the appointments to the Public Advisory Committee of the Dover-Kent County MPO, as recommended by Mayor Christiansen. The motion was seconded by Mr. Sudler and carried by a unanimous roll call vote.

COUNCIL APPOINTMENTS - YOUTH ADVISORY COMMITTEE - ONE (1) YEAR TERMS TO EXPIRE MAY 9, 2016

By consent agenda, Mr. Anderson moved for approval of appointments to the Youth Advisory Commission. The motion was seconded by Mr. Sudler and, by a unanimous roll call vote, the following appointments were made for a one (1) year term to expire May 9, 2016:

Rebecca Anderson
Austen C. Auen
Jessica Deitrich
*Kennadie Patterson
Jessica Simmons

*(*City Clerk's Office Note: Upon notification of her appointment, Kennadie Patterson notified the Clerk's Office that she wished to decline the appointment.)*

RESOLUTION NO. 2015-08 - APPROVAL OF 2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FIVE (5) YEAR CONSOLIDATED PLAN

By consent agenda, Mr. Anderson moved for adoption of the proposed resolution, seconded by Mr. Sudler and, by a unanimous roll call vote, Council adopted Resolution No. 2015-08, as follows:

A RESOLUTION APPROVING THE 2015-2019 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED PLAN

WHEREAS, the City of Dover is entitled to $220,717 through the United States Department of Housing and Urban Development Community Development Block Grant program; and

WHEREAS, the City of Dover has prepared the 2015-2019 Consolidated Plan, in accordance with the United States Department of Housing and Urban Development guidelines, that serve as the primary

planning document for identifying and meeting the housing and community development needs for the low and moderate-income residents of Dover; and

WHEREAS, the City of Dover is in favor of utilizing the Community Development Block Grant funds for the community development purposes in accordance with the National Community Development objectives of benefitting low and moderate income families, eliminating slums and blight, and meeting other community development objectives; and

WHEREAS, the United States Department of Housing and Urban Development requires the City of Dover to submit a Consolidated Plan and an Action Plan for Application for Federal Assistance including the proposed use of funds and including certain certifications and policies to obtain its $220,717 entitlement; and use of $8,554 in program income for eligible activities; and

NOW, THEREFORE BE IT RESOLVED THAT THE MAYOR AND COUNCIL OF THE CITY OF DOVER approve the 2015-2019 Community Development Block Grant Consolidated Plan and application for Federal Assistance included in the Consolidated Plan, along with certifications and policies attached and authorize its forwarding to the United States Department of Housing and Urban Development for consideration.

ADOPTED: MAY 11, 2015

RESOLUTION NO. 2015-09 - AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE CITY OF DOVER, DELAWARE - CONTROLLER/TREASURER, ASSISTANT CONTROLLER/TREASURER, AND ASSISTANT TREASURERS

Mr. Slavin moved for adoption of the proposed resolution, seconded by Mr. Anderson and, by a unanimous roll call vote, Council adopted Resolution No. 2015-09, as follows:

A RESOLUTION AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE CITY OF DOVER, DELAWARE

WHEREAS, the City of Dover's investment policy includes the investment of funds up to $100,000 per banking institution, investments in the State of Delaware Investment Pool, and the purchase and sale of investment grade corporate bonds, and U.S. Treasury and agency securities; and

WHEREAS, the banking institutions, brokerage firms, trust companies, and other various financial institutions require an Authorizing Resolution for the opening of accounts, and for purchasing, selling, transferring, assigning, and handling securities;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Dover, that the Controller/Treasurer, Assistant Controller/Treasurer, and Assistant Treasurers are hereby authorized to open accounts with banking institutions and purchase, sell, transfer, assign, and handle securities and that they are authorized to sign all related forms;

BE IT FURTHER RESOLVED that the transactions in these accounts be carried out with any one signature; and

That the following are the office holders authorized for these purposes, until further notice:

Donna S. Mitchell	-	Controller/Treasurer
Lori Peddicord	-	Assistant Controller/Treasurer
Traci A. McDowell	-	Assistant Treasurer
Denise L. Devine	-	Assistant Treasurer

ADOPTED: MAY 11, 2015

FIRST READING - PROPOSED ORDINANCE #2015-07

Mayor Christiansen 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 May 26, 2015.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that the proposed ordinance would add NFPA 13 and NFPA 72 to the City's code. She noted that these fire protection requirements are already in place in the National Fire Protection Association (NFPA) codes that the City has adopted. Mrs. Townshend indicated that NFPA 13 requires a shunt trip, which is a switch that turns off music when a fire alarm sounds, so that the fire alarm can be heard, in establishments with public amplification systems and NFPA 72 relates to the location of the Fire Department connection for sprinkler systems. Mrs. Townshend explained that these are provisions that are required and adopted by reference through adoption of the NFPA Code. They were brought forward by Tim Mullaney, Fire Marshal, because he believed it would be more straightforward to designers and those putting together fire protection plans to have all of these requirements under one (1) portion of the code rather than having to refer to several different resources.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of Proposed Ordinance #2015-07 as read by the City Clerk, by title only, as follows:

➢ #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.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Sudler stated that he and Mr. Anderson would be partnering to hold a Fourth Council District town hall meeting at Southern Rock Baptist Church, 113 North West Street, on May 12, 2015 from 6:30 to 8:30 p.m. to discuss the City's current form of government, proposed form of government, and the Mayor's job description. He invited those from all districts to attend. Mr. Sudler stated that this

would be the first of many quarterly district meetings that he had promised to hold in partnership with Councilman Anderson when campaigning for Fourth District.

Mr. Anderson stated that everyone was welcome to attend this meeting. He indicated that the first hour would be an open forum and the Mayor and the Police Chief had also graciously offered to ensure that someone from community policing would be present to address related concerns.

Mr. Sudler stated that a Kirkwood Community Fair had been held and Mayor Christiansen attended. He expressed appreciation on behalf of himself and Councilman Anderson for the participation. Mr. Sudler advised members that he serves on the Restoring Central Dover Steering Committee.

Mr. Sudler welcomed all new Council members and stated that he looked forward to working with them, as well as with those members who had already been serving.

Mr. Hosfelt stated that Fox Hall West would be holding a community meeting on May 21, 2015 at 7:00 p.m. at the Dover Police Department.

On behalf of the City and City Council, Mr. Slavin expressed condolences to the Delaware State University family on the death of a student earlier that day in a car accident just across the state line in Maryland. He stated that it is particularly difficult news when a 21-year-old loses their life at the end of a school year, when entering the season for prom and graduation parties. He urged everyone to take care of our young ones.

Mayor Christiansen reminded everyone of the passing of Mr. Jack T. Roe, a long-time public servant, who served as a Fire Chief in the Robbins Hose Company, the City's first Fire Marshal, a police officer with the Dover Police Department, and Director of Planning and Inspections. He extended condolences to Mr. Roe's family.

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

Meeting adjourned at 9:29 P.M.

TRACI A. McDOWELL
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of May 11, 2015, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

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