REGULAR COUNCIL MEETING
AGENDA

FEBRUARY 23, 2015 - 7:30 P.M.

CITY HALL COUNCIL CHAMBERS ✧ 15 LOOCKERMAN PLAZA ✧ DOVER, DELAWARE

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

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

INVOCATION BY BISHOP THOMAS L. HOLSEY

PLEDGE OF ALLEGIANCE LED BY COUNCILMAN ANDERSON

AGENDA ADDITIONS/DELETIONS

* **CONSENT AGENDA**

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

* 1. **ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF FEBRUARY 9, 2015**

2. **RESCHEDULING OF PUBLIC HEARING/PROPOSED ORDINANCES #2015-01 AND #2015-02**

THE FIRST READING AND REFERRAL OF THE PROPOSED ORDINANCES WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF FEBRUARY 9, 2015. DUE TO THE CANCELLATION OF THE FEBRUARY 17, 2015 PLANNING COMMISSION MEETING, THESE PUBLIC HEARINGS MUST BE RESCHEDULED. IT IS RECOMMENDED THAT THE PLANNING COMMISSION PUBLIC HEARING BE RESCHEDULED FOR MONDAY, MARCH 16, 2015 AT 7:00 P.M. AND THE CITY COUNCIL PUBLIC HEARING BE RESCHEDULED FOR MONDAY, APRIL 13, 2015 AT 7:30 P.M. AT WHICH TIME THE SECOND READING AND FINAL ACTION BY COUNCIL WILL TAKE PLACE. COPIES OF THE PROPOSED ORDINANCES ARE AVAILABLE AT THE ENTRANCE OF COUNCIL CHAMBERS OR CAN BE OBTAINED FROM THE CITY CLERK'S OFFICE.

A. **#2015-01 AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED, BY REPLACING MAP 12-1: LAND DEVELOPMENT PLAN, AND AMENDING CHAPTER 13: GROWTH AND ANNEXATION PLAN**

B. **#2015-02 - REZONING REQUEST FOR PROPERTY LOCATED AT 801 NORTH STATE STREET, OWNED BY 801 GOLD COAST, LLC (LUTHER D. SHANK III). THE PROPERTY IS CURRENTLY ZONED RG-3 (GROUP HOUSING) AND THE PROPOSED ZONING IS C-2A (LIMITED CENTRAL COMMERCIAL)** (TAX PARCEL: ED-05-068.09-01-13.00-000; PLAN. REF. Z-15-01; 3RD COUNCIL DISTRICT)

3. **PRESENTATION - TYLER TECHNOLOGIES - 2015 REVALUATION (*MELISSA BAER*)**

* 4. **SPECIAL DOVER HUMAN RELATIONS COMMISSION REPORT - JANUARY 9, 2015**

A. **DISCUSSION - CITY MEETINGS WITH INTERDENOMINATIONAL MINISTERIAL ALLIANCE (IMA) OF DOVER AND VICINITY, INC. AND IMA COMMITTEES (MAYOR CHRISTIANSEN)**

(COMMISSION ACTION NOT REQUIRED)

B. **DISCUSSION - IMPLEMENTATION OF THE DHRC 2015-2018 STRATEGIC PLAN COMMITTEE OBJECTIVES**

(COMMISSION ACTION NOT REQUIRED)

* 5. **PRESIDENT'S COUNSEL ON PUBLIC/PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY HALL, WEYANDT HALL, FORMER DOVER LIBRARY, AND OTHER CITY PROPERTIES REPORT - FEBRUARY 4, 2015**

A. **SELF-INTRODUCTION OF MEMBERS**

B. **WELCOME BY COUNCILWOMAN WILLIAMS AND EXPLANATION OF THE COUNSEL'S PURPOSE**

C. **OVERVIEW OF CITY PROPERTIES**

D. **SCOPE OF WORK**

E. **APPRAISAL METHODOLOGY**

(COUNSEL RECOMMENDED OBTAINING APPRAISAL VALUES FOR WEYANDT HALL, THE FORMER DOVER PUBLIC LIBRARY, AND CITY HALL)

(COUNSEL RECOMMENDED OBTAINING THREE (3) QUOTES FOR AN APPRAISER, TO INCLUDE ONE (1) FROM OUTSIDE OF DOVER, AND TWO (2) FROM DOVER)

F. **DISCUSSION OF MEETING DATES AND TIMES**

(COUNSEL SCHEDULED THE NEXT MEETING FOR WEDNESDAY, FEBRUARY 25, 2015 AT 9:00 A.M.)

* 6. **PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE REPORT - FEBRUARY 9, 2015**

A. **SEMI-ANNUAL REVIEW - STATISTICS REGARDING JOBS AND BUSINESSES GAINED AND LOST IN THE CITY OF DOVER SINCE JULY 2014**

(COMMITTEE ACTION NOT REQUIRED)

B. **INVESTIGATING AMERICORPS AND RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) TO SUPPLEMENT STAFFING**

(COMMITTEE ACTION NOT REQUIRED)

C. **REVIVAL OF YOUTH ADVISORY COMMITTEE**

(COMMITTEE RECOMMENDED REVIVING THE YOUTH ADVISORY COMMITTEE AND REVIEWING APPLICATIONS AT THE MARCH 9, 2015 PARKS, RECREATION, AND COMMUNITY ENHANCEMENT MEETING)

D. **UPDATES**

(COMMITTEE ACTION NOT REQUIRED)

7. **UTILITY COMMITTEE REPORT - FEBRUARY 9, 2015**

A. **REIMBURSEMENT AGREEMENT WITH PIONEER MATERIALS - ABANDONMENT OF SHALLOW WELL #7A**

(COMMITTEE RECOMMENDED AUTHORIZING THE CITY MANAGER TO EXECUTE THE REIMBURSEMENT AGREEMENT)

7. UTILITY COMMITTEE REPORT - FEBRUARY 9, 2015 (CONTINUED)

* **B. QUARTERLY REVIEW OF UTILITY RELATED CAPITAL INVESTMENT PLAN (CIP) (ELECTRIC AND WATER/WASTEWATER) (OCTOBER, NOVEMBER, AND DECEMBER)**

(COMMITTEE ACTION NOT REQUIRED)

* **C. TEA/NAES REPORT (*DECEMBER*)**

(COMMITTEE RECOMMENDED ACCEPTANCE OF THE REPORT)

* **D. UPDATES**

(COMMITTEE ACTION NOT REQUIRED)

8. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - FEBRUARY 9, 2015

A. PROPOSED ORDINANCE #2015-05 FISCAL YEAR 2015 SECOND BUDGET AMENDMENT

(COMMITTEE RECOMMENDED AMENDING ORDINANCE #2015-05 TO INCLUDE THE TRANSFER OF $300,000 FROM SURPLUS FUNDS INTO THE CONTINGENCY RESERVE FUND)

(COMMITTEE RECOMMENDED AMENDING ORDINANCE #2015-05 TO ALLOCATE $60,000 OF THE REMAINING $85,000 TO THE CAPITAL ASSET RESERVE FOR THE PRESIDENT'S COUNSEL ON PUBLIC/PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY HALL, WEYANDT HALL, FORMER DOVER LIBRARY, AND OTHER CITY PROPERTIES AND $25,000 TO THE PARKLAND RESERVE FUND, TO BE TAKEN OUT OF THE PARKLAND RESERVE FUND AT A LATER DATE IF APPROVED BY COUNCIL)

(COMMITTEE RECOMMENDED ADOPTION OF PROPOSED ORDINANCE #2015-05, AS AMENDED BY LF&A#1) **(SEE ITEM #10-A)**

* **B. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

(COMMITTEE ACTION NOT REQUIRED)

* **C. REVIEW OF TRAINING, CONFERENCE, AND TRAVEL POLICY**

(COMMITTEE RECOMMENDED APPROVAL OF THE PROPOSED AMENDMENTS TO THE POLICY)

* **D. REVIEW OF EFFECTIVENESS OF THE SAFE COMMUNITIES ORDINANCE**

(COMMITTEE ACTION NOT REQUIRED)

* **E. AUTOMATIC ESCALATOR FOR BUILDING-RELATED PERMIT FEES**

(COMMITTEE ACTION NOT REQUIRED)

* **F. PROPOSED RESOLUTION NO. 2015-01 - DOVER PROSPERS INITIATIVE (ECONOMIC GREENING)**

(COMMITTEE RECOMMENDED ADOPTION OF PROPOSED RESOLUTION NO. 2015-01)

* **G. FREEDOM TO WORSHIP ACT (TO ADDRESS ZONING INEQUITIES FOR PLACES OF ASSEMBLY)**

(COMMITTEE RECOMMENDED THAT THE ISSUE OF MAKING SURE THAT PLACES OF MEETING AND PLACES OF WORSHIP ARE ALLOWED WHEREVER THEY ARE APPROPRIATE FOR PUBLIC SAFETY AND MEET THE NORMAL REQUIREMENTS BE REFERRED TO STAFF)

* **H. UPDATES**

H-1. CERTIFIED LOCAL GOVERNMENT APPLICATION

(COMMITTEE RECOMMENDED APPROVAL OF THE APPLICATION AND THAT THE APPLICATION BE FORWARDED TO THE STATE HISTORIC PRESERVATION OFFICE, ACCOMPANIED BY A LETTER FROM THE MAYOR)

H-2. "SAFE WHISTLES" NATIONAL RECREATION AND PARK ASSOCIATION RECOMMENDED GUIDELINES FOR CREDENTIALING VOLUNTEERS (BACKGROUND SCREENING FOR YOUTH COACHES AND SPORTS OFFICIALS FOR ALL CITY RECREATION OFFERINGS)

(COMMITTEE ACTION NOT REQUIRED)

9. SELECTION OF POLLING PLACES FOR 2015 REGULAR MUNICIPAL ELECTION

10. FIRST READING - PROPOSED ORDINANCE

THE FIRST READING IS OFFERED ON THE FOLLOWING PROPOSED ORDINANCE. FINAL ACTION BY COUNCIL WILL TAKE PLACE DURING THE SECOND READING OF THE ORDINANCE ON MARCH 9, 2015. COPIES OF ALL PROPOSED ORDINANCES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS OR CAN BE OBTAINED FROM THE CITY CLERK'S OFFICE.

A. #2015-05 - FISCAL YEAR 2015 SECOND BUDGET AMENDMENT
(LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE)

11. FINAL READING - PROPOSED ORDINANCES

THE FIRST READING OF THE FOLLOWING PROPOSED ORDINANCES WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF FEBRUARY 9, 2015. COPIES OF THE PROPOSED ORDINANCES ARE AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS.

A. #2015-03 AMENDING CHAPTER 102 - TAXATION, ARTICLE III - REALTY TRANSFER TAX, SECTION 102-71 - DEFINITIONS; ARTICLE IV - ABATEMENT OF REAL ESTATE TAXES, SECTION 102-113 - QUALIFICATIONS; AND ARTICLE V - TAX CREDITS FOR HISTORIC PROPERTIES, SECTION 102-152 - APPLICATION REQUIREMENTS AND SECTION 102-153 - APPLICATION REVIEW AND APPROVAL, WITH HISTORIC DISTRICT COMMISSION AMENDMENT #1 (HDC#1)

B. #2015-04 AMENDING APPENDIX C - DOWNTOWN REDEVELOPMENT

12. COUNCIL MEMBERS' ANNOUNCEMENTS

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REGULAR COUNCIL MEETING

The Regular Council Meeting was held on February 9, 2015 at 7:30 p.m. with Council President Bonar presiding. Council members present were Mr. Anderson, Mr. Dixon, Mr. Perza, Mr. Slavin, Mr. Hare, and Mr. Hutchison. Mrs. Williams was absent.

Council staff members present were Mr. Koenig, Mrs. Townshend, Captain Stump, Chief Hall, City Solicitor Rodriguez, and Mrs. McDowell. Mrs. Mitchell was absent. Mayor Christiansen was also present (departed at 7:41 p.m.).

OPEN FORUM

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

Ms. Sarah Herbert, 223 North Bradford Street, read the following statement:

> *On Monday, January 12, 2015 the City Council of Dover approved the Legislative, Finance, & Administrative Committee's recommendation for 10 additional police officers increasing the authorized strength from 92 to 102. There was much public support in the chamber. In an Op Ed in a local newspaper, the citizens of Dover who supported this increase were labeled as "special interests groups". The only special interest we shared was wishing no longer be victims of crime in our own neighborhoods and to insure our city's ability to grow as a safe place to live and do business.*
>
> *I want to remind you why we need to fund these officers - crime creeps - it might be on New Street today but it could just as easily be in areas like Fox Hall tomorrow. All you have to do is read the news paper. As police attack crime in Wilmington, the crime will likely move south to Dover. As Mr. Hutchison stated, the first job of the City of Dover government is to provide public safety to all citizens. Chief Bernat pointed out that within the next 5 years there would be mandatory retirement for 9 officers. He stated that it would take 18 months to replace a retiring officer. He made clear that the various training officers are required to take and the Family and Medical Leave Act has had a direct impact on the number of available officers to respond to 911 calls. I believe we need the additional officers to increase safety for all.*
>
> *Mr. Hare recalled Chief Hosfelt requesting additional officers in 2011, the request was denied. Mr. Hare concluded City's requests for funding anything is a matter of prioritizing - he felt that these officers would be needed, supported the request and did not feel it should be deferred. It's been deferred since 2011, it's time to prioritize our citizens well being and decide how much a safer community is worth.*
>
> *When additional people are hired for any job, you have to pay for them. Mrs. Williams stated she does not usually support tax increases, but for public safety it may be necessary. My husband and I will happily support a tax increase to make*

Dover a safe place to live and work and to allow our businesses to thrive. This important matter cannot be ignored without dire consequences to the City and its citizens. Remember, crime goes where the local leaders and citizens allow it to go.

Mr. George Gaudioso, 167 Maple Glen Drive, referring to the item entitled "Discussion - Responsibilities and Reporting Structure for the Mayor and City Manager and Continuation of Full-Time Status for the Position of Mayor", stated that he had read the October 27, 2014 and December 8, 2014 minutes of the Legislative, Finance, and Administration Committee meetings and he felt that they were very pertinent to the current consideration of changing the structure of the City government, which will have a direct impact on how the government functions and how the citizens will deal with the government. Mr. Gaudioso noted that he filed to run for Mayor because of this issue and his strong belief in the Council/Manager form of government. He believes it is the most efficient and cost effective form of government and he was concerned that the options being proposed by the Committee will create a very strong Mayor. Mr. Gaudioso urged residents to look into this issue because it will effect them.

Mrs. Paula Kinsey, 224 North State Street, stated that the Dover Post Office looks like it is ready to collapse. Noting that the federal government leases the property for $1 a year, she requested that the outside area be cleaned up and the building repaired and maintained.

Mr. Joseph D'Urso, 305 North State Street, referring to the item entitled "Amendment to Motion Related to Dover Police Department - Permission to Increase Authorized Strength of Police Officers from 92 to 102", urged members to reject any attempt to revoke the prior decision to increase the strength of the police force. He noted that Dover's tax rate is very low and the amount of the proposed increase could hardly dissuade anyone from taking up residence in Dover; however, the crime situation could. Mr. D'Urso reminded members that there was another shootout the previous morning, which had been happening with far too much regularity. He cited the previous day's Wilmington News Journal article which indicated that the City of Wilmington, a city which is struggling to remove its name from the list of most dangerous cities in the United States, had authorized the hiring of additional police to bring the force to 320. Mr. D'Urso noted that Wilmington has 286 citizens per police officer and Dover has approximately 386 citizens per police officer. He urged City Council not to alter their previous decision.

Mr. Jack Foley, 306 North Bradford Street, stated that he had lived on Bradford Street for the past 25 years and, just this year, he and his wife are considering moving out of Dover because of the crime element that is moving into their neighborhood. He stated that they had found drug paraphernalia in the back of their garage and had busted up groups of people there. They and their neighbors had things stolen from their porches and yards. Mr. Foley stated that he supports the hiring of 10 additional officers so that they have more officers to patrol his area.

The invocation was given by Reverend Theodore Henderson, followed by the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS

Council President Bonar requested that Item #2C - Delaware Division of the Architecture Institute of America Award be deferred.

Mr. Hutchison moved for approval of the agenda, as amended. The motion was seconded by Mr. Dixon and unanimously carried.

Mr. Hare moved for approval of the Consent Agenda, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams absent).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JANUARY 12, 2015

The Minutes of the Regular Council Meeting of January 12, 2015 were unanimously approved by motion of Mr. Hare, seconded by Mr. Dixon and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF FEBRUARY 2, 2015

The Minutes of the Special Council Meeting of February 2, 2015 were unanimously approved by motion of Mr. Hare, seconded by Mr. Dixon and bore the written approval of Mayor Christiansen.

PRESENTATION - CERTIFICATE OF CONGRATULATIONS - HOLY CROSS ELEMENTARY SCHOOL CHESS TEAM - TRI-STATE WINTER OPEN CHESS TOURNAMENT

Mayor Christiansen presented the following Certificate of Congratulations to the Holy Cross elementary school chess team, on behalf of the Mayor and Council:

Certificate of Congratulations

presented to

The Holy Cross Elementary School Chess Team

for its outstanding performance in the Tri-State Winter Open Chess Tournament

1st place - K-4 Under 600 Division
2nd place - K-8 Under 1000 Division

Mark Arranguez	Javen Kwok	Ethan Reid	Koisonna Umobi
Katie Dunkle	Daniel Lin	Sage Sawhney	Nnaeto Umobi
Noah Holgado	Ayush Patel	Chiagozie Umobi	Justin Yeung

Outstanding Individual Performances by:

Ronin Poliquin - 1st place - K-4 Under 600 Division (winning 4 out of 4 games)
Nwakoby Onugu - 2nd place - K-4 Under 600 Division (winning 4 out of 4 games)

Coaches: Steve Holfeld, Ronald Poliquin, and Bob Raczynski

The City of Dover extends its sincere congratulations.

PRESENTATION - CERTIFIED MUNICIPAL CLERK DESIGNATION - DENISE L. DEVINE

Mayor Christiansen and Council President Bonar presented Ms. Denise L. Devine, Assistant City Clerk, with her Certified Municipal Clerk certificate. Mayor Christiansen, on behalf of himself, Council President Bonar, members of Council, and City Clerk's Office staff, stated that they were all aware that many hours of training go into securing certification and that they were very proud of her.

Council President Bonar stated that becoming a Certified Municipal Clerk is a pretty significant accomplishment and holds great weight in municipal governments throughout the United States.

PROCLAMATION - BLACK HISTORY MONTH

The City Clerk read the following Proclamation into the record:

WHEREAS, in 1915, Carter G. Woodson founded the Association for the Study of Negro Life and History, now known as the Association for the Study of African American Life and History. He believed that historical truth would diminish lies and usher in a new era of equality, opportunity, and racial democracy; and

WHEREAS, few imagined that African Americans would be appreciated in music, art or literature and fewer could have predicted the prominence achieved in shaping world politics, war, and diplomacy. A century later, few can deny the role of African Americans in the making of American history; and

WHEREAS, African Americans used their talents to change how the world viewed them. Artists gave an abundance of cultural gifts including jazz, poetry, and African art; athletes dominated individual and team sports, transforming baseball, track and field, football, boxing, and basketball; and African American activism transformed race relations, challenged American foreign policy, and became the American conscience on human rights; and

WHEREAS, the Association for the Study of African American Life and History has selected "A Century of Black Life, History, and Culture" as the 2015 National Black History Month Theme.

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE do hereby proclaim February 2015 as **BLACK HISTORY MONTH** in the City of Dover and urge all citizens to reflect on the positive influence African Americans have made on our culture, and in our community and country in the last century.

RENEWAL OF MOTION RELATED TO FINAL READING OF PROPOSED ORDINANCE #2014-24 - REZONING REQUEST FOR PROPERTIES LOCATED AT 21 AND 27 SAULSBURY ROAD AND 983 FOREST STREET, OWNED BY FAITHWORK, LLC

Mr. Perza reminded members that, during their Regular Meeting of January 12, 2015, Council considered the rezoning request for properties located at 21 and 27 Saulsbury Road and 983 Forest Street, owned by Faithwork, LLC. At the conclusion of the public hearing, Council denied the request.

Mr. Perza moved to renew the motion to accept the recommendation of the Planning Commission to approve the rezoning of the properties located at 21 Saulsbury Road (15,505 S.F.$^{+/-}$), 27 Saulsbury Road (9,515 S.F.$^{+/-}$), and 983 Forest Street (8,276 S.F.$^{+/-}$), owned by Faithwork, LLC. The properties are currently zoned C-PO (Commercial and Professional Office) and subject to the COZ-1 (Corridor Overlay) and the proposed zoning is IO (Institutional and Office) and subject to the COZ-1 (Corridor Overlay Zone). The motion was seconded by Mr. Hutchison and carried by a unanimous roll call vote (Williams absent).

Mrs. Ann Marie Townshend, Director of Planning and Community Development, stated that the applicant for the rezoning, and the lessee at the property, Psychotherapeutic Services, Inc., submitted additional information that addresses the safety concerns that were raised at the last Council meeting. A site diagram of the property showing the three (3) parcels that surround the Subway at the corner of Saulsbury Road and Route 8 was also provided. Mrs. Townshend noted that the information provided is very specific to the applicant's use and, if the request to rezone the property to the IO (Institutional and Office) classification were approved, any use that is permitted in that zoning district would also be permitted. She noted that the current and proposed zones are similar; however, the current zone is more restrictive.

Responding to Mr. Hutchison, Mrs. Townshend stated that they had not yet determined if a fire suppression system would be required. She noted that they are awaiting documentation from the applicant's architect indicating how they would meet the applicable building and fire codes.

Mr. John Sigler, General Counsel for Psychotherapeutic Services, stated that there were a number of people present to answer any questions that Council may have. He noted that a letter of clarification from Mr. Howard Giddens, Prevention & Behavioral Health Program Administrator with the State of Delaware Department of Services for Children, Youth and Their Families, was included in the supplemental information that Council had received.

Responding to Mr. Hutchison, Mr. Sigler stated that there would be no fewer than two (2) trained staff members in any occupied house on the site and a teacher and teacher's aide would be in the classroom. Mr. Sigler advised members that the property would be surrounded by a four (4) foot fence in the front and a six (6) foot fence in the back.

Mr. Hutchison asked if any of the residents would be convicted of or arrested for sex offenses or violent crimes. Mr. Giddens stated that exclusionary criteria for this facility would be adjudicated sex offenders because it would not be a specialized facility to meet those needs. He noted that violent crime offenders would also be excluded because they are dealt with in the juvenile justice system, not behavioral health systems.

Mr. Hare moved for approval of the rezoning request, as recommended by the Planning Commission. The motion was seconded by Mr. Slavin and, by a unanimous roll call vote (Williams absent), Council adopted Ordinance #2014-24, as follows:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTIES LOCATED AT 21 SAULSBURY ROAD, 27 SAULSBURY ROAD, AND 983 FOREST STREET

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from C-PO (Commercial and Professional Office Zone) and subject to the COZ-1 (Corridor Overlay Zone) to IO (Institutional and Office Zone) and subject to the COZ-1 (Corridor Overlay Zone).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from C-PO (Commercial and Professional Office Zone) and subject to the COZ-1 (Corridor Overlay Zone) to IO (Institutional and Office Zone) and subject to the COZ-1 (Corridor Overlay Zone) on properties located at 21 Saulsbury Road, consisting of $15,505^{+/-}$ S.F.; 27 Saulsbury Road, consisting of $9,515^{+/-}$ S.F.; and 983 Forest Street, consisting of $8,276^{+/-}$ S.F., owned by Faithwork, LLC.

ADOPTED: FEBRUARY 9, 2015

AMENDMENT TO MOTION RELATED TO DOVER POLICE DEPARTMENT - PERMISSION TO INCREASE AUTHORIZED STRENGTH OF POLICE OFFICERS FROM 92 TO 102

During their Regular Meeting of January 12, 2015, City Council approved the Legislative, Finance, and Administration Committee's recommendation to approve Chief Paul Bernat's request for 10 additional police officers, thereby increasing the authorized strength from 92 to 102.

Mr. Hutchison stated that he stands strongly behind public safety. He noted that the City was embarking on major target area initiatives and requested Mrs. Ann Marie Townshend to provide a brief update on the Downtown Development District Designation.

Mrs. Townshend advised members that the City of Dover received a grant to be used for new construction or the rehabilitation of residential and business properties. Once the property owner spends more than $25,000, they will receive a 20 percent rebate on their construction expenses. She noted that Kent County had committed their own funds for matching grants, up to $10,000. Mrs. Townshend stated that the City would be instituting a number of incentives, including impact fee and building permit waivers, as well as tax abatement on the value of improvements and tax benefits for the purchase of owner occupied homes. She noted that these incentives were designed to entice people to invest in the downtown area. Mrs. Townshend advised that there had been quite a bit of interest in both the residential and commercial incentives along the Loockerman Street corridor.

Mrs. Townshend stated that there is also a Neighborhood Building Block Grant Program which provides funding for projects that are not eligible for the Downtown Development District funds, such as the cadet program or additional lighting in trouble areas.

Mrs. Townshend clarified that Mr. Hutchison requested the overview in relation to the hiring of additional officers because reducing crime is not just about police officers; it is about a unified strategy and increasing home ownership, cleaning up the neighborhoods, and improving the lighting in trouble areas, which are all important to a crime reduction strategy.

Mr. Hutchison stated that putting a policeman on every corner would not stop crime related to drug offenses. He noted that it would take a major commitment from the total City, including the Public Works Department, the Fire Marshal's Office, Planning and Inspections, and the Police Department, to attack the problem from many different angles. Mr. Hutchison reiterated that law enforcement alone would not address these concerns and problems; however, a unified approach would.

Mr. Hutchison advised members that he met with Chief Bernat and members of his staff to explain his concerns related to the hiring of 10 additional officers. He noted that, in addition to the salaries, benefits, and health care, the current unfunded liability is of great concern and the City has to make some financial changes. Mr. Hutchison stated that neither the City Manager nor the Controller/Treasurer were given an opportunity to consider the financial impact of hiring 10 additional officers. He urged delaying the hiring of the second five (5) officers until the request could be considered during the budget process.

Responding to Mr. Hutchison, Mr. Koenig, City Manager, stated that Chief Bernat was preparing to request the hiring of an officer to replace a retiring officer and to civilianize another position.

Mr. Hutchison moved to amend the motion adopted during the January 12, 2015 Regular Council Meeting for approval of the request for 10 additional police officers; thereby increasing the authorized strength from 92 to 102, to allow the hiring of five (5) officers for the March police academy and to consider the hiring of five (5) additional officers for the September police academy during the budget process. The motion was seconded by Mr. Anderson.

Mr. Anderson stated that he supported the addition of 10 officers because the City needs more police; however, it should be part of a comprehensive strategy, which is underway. He thought the additional officers should be implemented in a sensible way over the course of a year instead of six (6) months because of the related costs, such as equipment, training, etc. that should be considered during the budget process. Mr. Anderson stated that he did not support reneging on the commitment to increase the authorized strength from 92 to 102.

Mr. Slavin noted that Council made a commitment with their prior vote and they should live up to that commitment. He stated that, after voting to add 10 members to the Police Department, he was called spineless, in print, by a previous member of Council. It was stated that he caved in to special interests and, the best that he could determine from that evening, the special interest groups that he caved in to were two (2) separate groups of neighbors who had banded together to come out on a cold evening to have their voices heard, members of a church who came to them to express the concerns that they had, and leaders from the African-American community who came out to have their voices heard. Mr. Slavin stated that he would cave in to those special interest groups every

time; however, he would not cave in to criminals, he would not be soft on crime, and he would not cave in to bean counters who look at balance sheets and tell them how to run the City. He stated that the City residents he had spoken to have had enough of the status quo. While Council held the line on taxes year after year over the last decade, they had watched the slow and systematic dismantling of the quality of life, which had been chipped away, little by little. Mr. Slavin noted that, while Wilmington struggles with a crime problem, it seems that Dover sits and watches, hoping it doesn't happen here. He suggested taking a more aggressive approach by hiring 10 officers and doing it quickly.

Mr. Slavin stated that the City always finds the money. When $300,000 was needed to avoid lawsuits because someone made a mistake in the hiring process, they found that money in less than an hour. He noted that, earlier in the evening, the Legislative, Finance, and Administration Committee heard a report that, in fiscal year 2014, they finished $643,000 over in the personnel budget. Although he felt that this was a tremendous accomplishment and he commended the City Manager on it, he stated that there were funds that had not been programmed at their disposal. Mr. Slavin noted that part of those funds would be used to repopulate the contingency reserve, in case there is another $300,000 mistake, and suggested that they look at their priorities.

Mr. Hare stated that, earlier in the evening, during the Legislative, Finance, and Administration Committee meeting, it was suggested that background checks be performed annually for anyone hired through the Parks and Recreation Department to work with the youth, feeling that they did not want anything to happen to the kids because of some dollars. He felt it would be the same if something were to happen to a resident. Mr. Hare mentioned spending money on a revenue neutral property reassessment, economic development, and other expenditures that may not be necessary, in addition to other areas that could be cut if they were not too spineless to do it. He agreed with Mr. Slavin that they always seem to find the money somehow. Mr. Hare reiterated his experience while on a police ride along and suggested that there needed to be enough officers to respond and to assist those responding when necessary.

Mr. Dixon stated that he thought Council should stay with their original approval and work it out.

Council President Bonar read the following statement:

> *During the past few weeks, I've heard a litany of comments about our need to increase the strength of the Dover Police department. Guns, drugs, prostitution and general misconduct has invaded the central portion of Dover. As a resident, who lives there and witnesses it, I can't condone it. It makes me furious, when people who live outside the Central district say we can't police our way out of these things and refuse to acknowledge the fact that Dover is at a crisis point that, if left unchecked, will put us in the same category as Wilmington.*
>
> *If you live in Mayfair, Crossgates or other areas such as Foxhall or Foxhall West, you don't have to contend with the issues we're contending with in Central Dover. There is not a weekend that goes by that I don't hear, or hear about, fights, disorderly conduct, drug sales, prostitution, and gunshots in a neighborhood that was once considered to be one of the premier neighborhoods of Dover. North State Street - police action is taking place in this neighborhood on a regular basis - armed*

assaults, robberies - all being perpetrated by young people who seem to have missed the lessons of life that deal with respect for people, their possessions and their property. Let's call it what it is.

I don't need the ministry, or some committee to meet to wring their hands and "find a way" to change things. Change will only come with accountability. If you break the law, you need to be held accountable. If you destroy someone's property, you need to be held accountable. If you disturb your neighbors with partying and loud music, you need to be held accountable. No warnings, no slaps on the wrist. If your child does any of those things, you need to be held accountable. Where were you when it came to teaching your child about respect?

You'll recall that a couple of weeks ago, we voted to increase the allocated strength of the police department from 92 to 102, with 5 of those officers hired in time for a March police academy. Was it pretty? No! was it done in an orderly manner? No! But the fact is we authorized it, we'll find a way to pay for it this year and, I hope, find a way to fund it in the budget next year.

In addition to the 10 officers being allocated to the police department, the chief and his administration asked for and received permission to hire cadets, who are not sworn Police officers, to assist with downtown patrols. And what happened, when we decided to do that - the ACLU and some people from the human relations community cried - Oh, they'll be a liability! Well, the liability, my friends, is in not taking definitive action.

These additions are a small measure of things needed to help our city make its way through some the issues we are facing. The Dover police department has the quickest response time and the greatest percentage of crimes solved of any police department in Delaware, and we applaud them for their service.

These are huge items, but one that's just as pressing is our need for fiscal responsibility. We simply can't hire our way out of this mess. We have an unfunded liability in th City of Dover that is north of $125 million. $125 million that can't go to repair infrastructure. $125 million that can't go to build a new youth recreation center. $125 million that can't go toward making Dover the gem that it really should be as the Capitol of Delaware. $125 million that won't go toward developing something in Dover that will cause us to be a destination.

Face it folks ... Dover Days, Firefly ... a country music festival and Punkin Chunkin aren't good enough to make us a destination. They're all quaint and successful for their organizers and make us feel good, but they only last a few days a year. We need a community that is safe and attractive enough to make people want to live and work here. We don't need a community or business professionals that portray as a place where people are selling their homes in order to move to a safer town - those who are, are giving up. Change takes time and takes the will to do it. Without change, the prophecy of the naysayers will come true. I recently had a well known realtor tell me, "no one's moving to Dover .. what have we got to attract them here?"

Well, sorry, Mr. realtor, if it weren't for you and a few others like you, we'd have built a civic center, we'd have built a riverwalk, we'd have attracted new businesses and filled our downtown, much of which is owned by landlords who can't or won't invest in their properties to make them more attractive. We should be forcing that to happen. Not asking - demanding. It's all about accountability.

Well, I may only be on Council a few more months. Any one of us can be voted off Council at the very next election. But I promise you one thing, I am not giving up.

Mr. Hare stated that he spoke with the people in his district and had not talked to anyone who was opposed to hiring the officers. He also noted that the unfunded liability did not happen overnight. Mr. Hare referred to the incident when someone broke into his house while he and his grandchildren were there. He stated that $125M wouldn't have mattered to him if something had happened to his grandchildren. Mr. Hare stated that you never know what you will feel until something like that happens to you.

Captain Tim Stump stated that he and Chief Bernat met with Mr. Hutchison and, out of respect for Councilman Hutchison and the process itself, Chief Bernat agreed to allow the process to take place, as Mr. Hutchison requested. Captain Stump also stated that this in no way was to imply that they did not want or feel that they need the 10 officers moving forward. He noted that they have a great police department; however, they can always be better and with the 10 officers, they will be better.

Mr. Anderson asked if it would make a public safety difference if the last five (5) of those 10 officers were phased in between September and March, as opposed to all in September. Responding, Captain Stump stated his opinion that the faster they can get the officers in the streets, the safer the public will be.

The motion to amend the motion adopted during the January 12, 2015 Regular Council Meeting for approval of the request for 10 additional police officers; thereby increasing the authorized strength from 92 to 102, to allow the hiring of five (5) officers for the March police academy and to consider the hiring of five (5) additional officers for the September police academy during the budget process failed by a roll call vote of five (5) no (Anderson, Dixon, Slavin, Hare, and Bonar), two (2) yes (Perza and Hutchison), and one (1) absent (Williams).

Mr. Hutchison stated that, for him, this was not about the addition of ten (10) police officers, it was about the process.

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE FOR PROPERTY LOCATED AT 5 WELCH DRIVE, OWNED BY FEDERAL NATIONAL MORTGAGE ASSOCIATION (FANNIE MAE)

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Building Ordinance at 5 Welch Drive, owned by Federal National Mortgage Association (Fannie Mae). Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that the property is a one (1) story, double-wide manufactured home. The dwelling was condemned as unfit for human habitation on October 29, 2014 due to no utilities and to the state of disrepair. The interior is full of mold and mildew due to water damage from numerous roof leaks and several windows have been busted. Staff had all the windows and doors boarded to

the property on November 3, 2014. Since that time, the boards covering the rear door had to be re-secured several times. Currently the structure is still vacant, with no utilities and in a serious state of disrepair.

Mrs. Townshend reviewed a presentation depicting the condition of the structure ***(Exhibit #1)***.

Staff recommended that City Council take the following action for property located at 5 Welch Drive: 1) declare the building on this property dangerous; 2) order the property repaired or demolished by March 9, 2015 by the owner or equity owner at their own risk; 3) order the Building Inspector to cause the repair or demolition of the structure if not completed by the owner within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

Responding to Mr. Dixon, Mrs. Townshend stated that the property was bank-owned and, although the owner of record and the lien holder had been notified of this action, they had not made any repairs to the property.

Council President Bonar declared the Public Hearing open.

Ms. Joyce Talley, President of the Council for Persimmon Park Place, stated that she was speaking on behalf of the residents and the community in support of the demolition of 5 Welch Drive. She noted that, in the past, the property had been a location for pit bull fighting, drugs used and sold, unattended minor children, and car and foot traffic until as late as 3:00 a.m. Ms. Talley indicated that it was her understanding that the previous owner, Mr. Moore, was in federal prison as a result of the dog fighting and drugs.

Ms. Talley advised members that she had called and sent e-mails to the law firm representing Fannie Mae and had received no response. She noted that before the property was condemned, they had issues such as tall grass, trash and debris, teenagers hanging out, broken windows, missing handrails with crumbling steps, and generally unfit for habitation. Ms. Talley stated that this property had been a bone of contention with the residents of the community, who had lived in fear and retaliation.

Ms. Vera Hunter stated that she shares the backyard with this property. She indicated that she was living in fear and had done so for 14 years. She stated that there was a rumor that the former owner was coming to burn the house down and she was fearful that her house would be burned down as well.

There being no one else wishing to speak, the Public Hearing was closed.

Mr. Hare moved for approval of staff's recommendation, as follows: 1) declaring the building on this property dangerous; 2) ordering the property repaired or demolished by March 9, 2015 by the owner or equity owner at their own risk; 3) ordering the Building Inspector to cause the repair or demolition of the structures if not completed by the owner within 10 days of the

date established by City Council; 4) ordering the City Manager with the assistance of the City Solicitor to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner. The motion was seconded by Mr. Hutchison and carried by a unanimous roll call vote (Williams absent).

REVIEW OF VIOLATION OF THE DANGEROUS BUILDING ORDINANCE FOR PROPERTY LOCATED AT 1370 COLLEGE ROAD, OWNED BY SARAH E. JONES

During their Regular Meeting of October 27, 2014 City Council: 1) declared this building and all accessory structures on this property dangerous; 2) ordered the property to be repaired or demolished by November 27, 2014 (date revised) by the owner or equity owner at their own risk; 3) ordered the Building Inspector to cause the demolition of the structures if not completed by the owner within 10 days of the date established by City Council; and 4) ordered the City Manager with the assistance of the City Solicitor to cause the cost of demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner, with a proviso that the date for ordering the property repaired or demolished be March 27, 2015 with a review in two (2) months to ensure progress is being made.

During their Regular Meeting of January 12, 2015, Council deferred consideration of this item until the next meeting.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that Code Enforcement staff examined the property earlier in the day. She advised members that minimal work had been done. The exterior of the property had been cleaned up to some extent and some of the tree branches had been trimmed back away from the dwelling; however, the house remained in much the same condition. Mrs. Townshend stated that there was still some junk and debris in the yard, although less than previously. No interior renovations had been completed and no applications for permits had been filed. The interior was still down to the studs and, other than a little clean-up, nothing had been done on the exterior.

In response to Mr. Anderson, Mrs. Townshend stated that, in staff's opinion, sufficient progress had not been made on the property. She indicated that Council's initial action on this matter was to allow the property owner until March 27, 2015, noting that this was approximately (6) weeks away. She recommended that the property not be demolished until after this date but that staff begin the bid paperwork and asbestos work at this point.

Responding to Mr. Dixon as to whether Ms. Jones had been notified, Mrs. Townshend stated that staff had not heard from the family since the Council meeting held on October 27, 2014; however, family was present at the time when the motion was made.

In response to Mr. Perza regarding whether the demolition would still be on track for March 27, 2015 if Council took no action and whether staff's update was provided to determine if Council had changed its mind, Mrs. Townshend stated that the motion made during the meeting of October 27, 2014 asked staff to provide an update after two (2) months.

Mr. Dwayne Jones, 1290 West State College Road, stated that he had been sick for approximately a month and was unable to continue the work that he started. He managed to clean logs off of the house, got everything cut up, and got all the debris out before he became sick. He ordered windows, locks, and doors but had been unable to get back there yet.

Mr. Anderson questioned whether Mr. Jones would be able to make significant progress over the next six (6) weeks. Responding, Mr. Jones stated that he could, reiterating that he had ordered doors, windows, etc. and had to get back with the contractors to get them back in the structure.

Mr. Hare felt, now that Council had an update, that Council should wait until March 27, 2015 and see how the matter progressed between now and then. He indicated that the City had until March 27th to decide whether to proceed with demolition or pursue the next course of action.

Mrs. Townshend stated that typically staff would not bring this matter back to Council after the time specified expires. If significant progress is not made by the date established by Council, staff would prepare the bid specifications and proceed with demolition. In response to Mr. Hare, she confirmed that it would be staff who would typically determine if progress had been made.

Responding to Mr. Dixon regarding how staff would proceed if progress had been made, Mrs. Townshend stated that, by the motion passed in October 2014, all of the repairs should be complete by March 27, 2015. As a practical matter, if the owner were progressing well, staff would not demolish a building in the process of being actively improved; however, if progress were slow or stalled, staff would typically move forward with the demolition.

In response to Mr. Bonar, Mr. Jones assured members that locks, windows, and doors could be installed by March 27, 2015.

Mrs. Townshend stated that there were other problems with the property.

Mr. Hare questioned if staff could provide another update at Council's Regular Meeting scheduled for March, 9, 2015 and Mrs. Townshend responded affirmatively.

Responding to Mr. Hutchison, Mrs. Townshend confirmed that windows and doors would not satisfy the needs of what must be done. She reiterated that the interior is down to the studs and expressed her belief that it needed a new roof; therefore, more than just windows and doors were required. She indicated that most of the improvements needed would require a building permit, and that no submissions for any type of building permit had been received.

Mr. Hutchison cautioned Mr. Jones that, before making any type of improvements, he must clearly understand what needs to be done to meet staff's concerns, because windows and doors would not pass the test. He noted that many things must be done to accomplish what is needed by Planning and Inspections. He cautioned Mr. Jones about investing "good money" and being unable to complete the task.

Responding to Mr. Bonar, Mrs. Townshend confirmed that she could furnish Mr. Jones with the information needed.

Mr. Dixon stated that once Mr. Jones gets a building permit, he could work toward getting the work done.

Mrs. Townshend suggested that Mr. Jones schedule a meeting with Mr. Tim Taraila, the Chief of Code Enforcement.

Mr. Perza expressed his perspective that Council did not need to "stay on top of" this matter. Council had approved the demolition and, rather than ordering demolition within one (1) month, had allowed six (6) months. He indicated his confidence that the Planning Department knew what they were doing. Mr. Perza did not feel that updates were required every two (2) weeks before the full Council to review something that had already been approved. He stated that the matter should be turned over to the Planning Department and indicated that he trusted their judgment.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - DECEMBER 8, 2014 (EXCERPTED)

The Legislative, Finance, and Administration Committee met on December 8, 2014 with Chairman Slavin presiding.

Proposed Financial Reforms

During the Committee meeting of June 23, 2014, Mr. Slavin advised members that during the June 11, 2014 Special City Council Meeting - Budget Review, he proposed a series of 14 financial reforms to be addressed over the next six (6) to nine (9) months that would assist in shaping the City's Budget for FY 2015/2016. He stated that the proposed reforms were clustered into four (4) separate areas, as follows: 1) public safety; 2) compensation policies; 3) property tax governance; and 4) restrictions on uses of appropriations.

Property Tax Governance

During their Regular Meeting of September 22, 2014, City Council considered the proposed financial reforms related to property tax governance, as follows: 9) Council shall not raise the property tax rate more than 9.5% without first holding a referendum on the proposed tax increase. This provision shall not apply in those years when a revenue-neutral adjustment to the tax rate is required because of property revaluation; and 10) Council shall not raise the property tax rate more than 9.5% without two (2) separate votes of a two-thirds majority vote of Council, with the requirement that a municipal election occur between the first and second vote. This provision shall not apply in those years when a revenue-neutral adjustment to the tax rate is required because of property revaluation. After much discussion, City Council referred financial reform #9 to staff and legal counsel for drafting as an ordinance, with the provision in the drafting of the ordinance that Council may vacate the provisions in times of unforeseen emergencies, and with the stipulation that the ordinance be reviewed four (4) years after implementation. It was noted that the Committee tabled proposed reform #10 since the intent of the reform was met with the Committee's recommendation of proposed reform #9.

Mr. Slavin explained that the purpose of proposed reform #9 was to restrict Council by establishing rules and parameters. He indicated that the objective was to remove the specter that action to address long-term issues could be delayed in hopes of "things just getting better," or that they could be addressed by instituting a huge tax increase once every 10 years. He noted that the proposed reform would require City Council to ask the voters their opinion. Mr. Slavin noted that the legal opinion of the City Solicitor *(as on file in the Office of the City Clerk)* reiterated that referendums are non-binding.

Mr. Anderson relayed his strong support for proposed reform #9 and urged members to submit the proposal to City Council for consideration. He felt that the provision was important to economic development since it would provide some measure of certainty. Mr. Anderson explained that there were organizations and businesses who were investing or looking to invest hundreds and millions of dollars in the City of Dover. If there were an assurance that tax increases would be done in a predictable, moderate fashion, this would add to economic certainty, which Mr. Anderson felt would be good for jobs and economic growth. He noted that if there were an urgent need for a major tax increase, it would be presented to the citizens. Mr. Anderson suggested that the proposal would provide sufficient ability to adjust the tax rate to address problems, explaining that it was difficult to foresee the need for a tax increase above 9% in one (1) year and he felt that if that were the case, this would indicate that the City was not being managed properly. In addition to benefitting existing and potential businesses, Mr. Anderson stated that this provision would also provide families more security by allowing them to budget from year to year without being subjected to an egregious tax increase. He again urged members to approve the proposal for City Council's consideration.

Mr. Hare indicated his objections, explaining that members of City Council were elected to manage and run the City of Dover and not to put the City in a position where an egregious tax increase would be required. He stated that members of City Council were elected to manage the City in such a manner as to eliminate wasteful spending rather than continuing it simply because it may require action that would cause someone to lose their job or be laid off. Mr. Hare noted that these are tough decisions that are made every day by elected officials throughout the State, except for the City of Dover. If it were necessary to raise taxes 23%, as proposed last year, and if this was necessary due to mismanagement, then he felt that this was the action that Council needed to take and if the residents opposed this, Council members would not be re-elected. Mr. Hare stated that former Council member Frances Weyandt once said to him, "If you wish to run for office only to worry about being re-elected, then you should not run for office." Mr. Hare stated his objections to the proposed caps, as well as requiring citizens to vote on property tax increases, explaining that it is Council's responsibility to make tough decisions. He advised members that some City employees have salaries that are well above the paygrade of comparable positions throughout the State. Mr. Hare felt that City Council should be pro-active in addressing such issues rather than taking action to cover mistakes.

Mr. Hutchison felt very strongly that it was the responsibility of elected officials of the City of Dover to raise taxes. He noted, based on history, that the City had rarely raised taxes and felt that this was due to the close working relationships between City Council, the Mayor, City Manager, and Department Heads which ensured that the City was run effectively and efficiently. However, Mr. Hutchison believed that at some point it would be necessary for the City to raise taxes and that it should be the responsibility of the elected officials to take such action.

There being no objections, Council President Bonar read a statement submitted by Mr. Thomas J. Leary (former member of City Council), as follows:

As members of the City Council we are elected to represent our fellow citizens. We are expected to be informed on a myriad of issues, including budgetary ones, and to make appropriate decisions. These decisions can be at times challenging and difficult. They may even be unpopular. However, we are expected to make them.

Proposing that a tax increase go to referendum, irregardless of the size, or whether binding or non-binding, is simply put, an abrogation of the duties of one's office.

If we lived in a highly inflationary spiral one would not put tax increases on "auto-pilot". This would show a complete lack of leadership, be considered intellectually lazy, and would be regarded as an act of faithlessness by the public.

I would submit to you that this proposed ordinance is no different in its application and effect.

I am available should you wish to call and remain at your disposal.

Council President Bonar indicated that he concurred with the statement submitted by Mr. Leary, as well as the comments made by Mr. Hare. He noted that voter turnout is historically dismal and, as a result, a few hundred citizens of the City make the decision as to who the City's Mayor is, the City Council representatives for their district, and the at-large Council member. Mr. Bonar relayed concern with allowing this same authority in determining the City's tax structure. He too felt that the citizens elect members of City Council to make decisions and have put their faith in their elected officials to do so and take the appropriate action. Mr. Bonar stated that he feels that the City's taxes are extremely low and that there should be a substantial increase in property taxes. He did not feel that the matter should be submitted to the citizens for a referendum, explaining that such action is an abrogation of City Council's responsibility. If citizens are not pleased with the action taken by City Council, they have the power not to re-elect their representative. However, Mr. Bonar did agree that such a proposal would provide certainty from an economic development standpoint, noting that businesses do depend on certainty. Since, at this time, it was City Council's right and responsibility to make such decisions, he did not feel there was a need for any change.

Mr. Sudler suggested, when there are important decisions facing members of City Council, that members hold district meetings with the community to provide information regarding such matters. It was his feeling that being aware of the opinions of their constituents would assist members in knowing how they should vote on certain issues.

Mayor Christiansen expressed his concurrence with former City Councilman Leary, as well as Council President Bonar, explaining that members of City Council and the Mayor have a distinct responsibility to the public to keep them informed and, likewise, the public has a responsibility to follow the actions of City Council if they have an interest in the future of their City. Mayor Christiansen cautioned members against any compromise of the responsibilities of City Council in taking action they feel is necessary for the betterment of the City.

Mr. Slavin stated that regardless of voter turnout, members should not stop listening to and considering the concerns of their constituents. Long before making difficult decisions, he explained that City Council's first responsibility as an elected official is to listen to their constituents. Mr. Slavin reminded members that the oath of office which each member took states that their "power flows from the people." Regarding the reference to such a referendum being an abrogation of City Council's responsibility, he indicated his objections, explaining that City Council would be submitting the matter to the people and Council would be making the decisions regarding the expenses that would cause the referendum. As a result, Mr. Slavin stated that it would not be an abrogation to get to that point; however, it would be an abrogation to ignore the wishes of taxpayers and not to have their voices heard.

Mr. Anderson suggested that the proposal would provide an additional advantage relative to arbitration situations with labor. He explained that jurisdictions that have tax control referendums, such as Colorado and South Dakota, are more able to control labor costs and, coincidentally, have some of the lowest unemployment rates. He noted that after studying this matter, he discovered that across the country the proposed initiative goes hand in hand with positive economic growth, if not done in such a manner that it becomes too restrictive.

Mr. Hare advised members that he is constantly contacted by constituents in the Second District relaying their comments, concerns, and opinions; therefore, he would very much be made aware of how his constituents would feel regarding any proposed tax increase. In addition, he stated that he attends homeowner association meetings, which provide another means of obtaining the opinions of his constituents.

Mr. Anderson noted that, in addition to being contacted by residents of the Fourth District, he is also contacted by those from the Second District, which he felt was an indication that those residents are very particularly tax sensitive. Due to the importance of this issue, he felt that its merits required further discussion by Council; therefore, he suggested that the matter be forwarded to City Council with no recommendation from the Committee.

The Committee forwarded proposed Financial Reform #9, Property Tax Governance, to City Council without a recommendation for the purpose of having a full discussion by City Council. *(Note: Financial Reform #9, Property Tax Governance, states that Council shall not raise the property tax rate more than 9.5% without first holding a referendum on the proposed tax increase; this provision shall not apply in those years when a revenue-neutral adjustment to the tax rate is required because of property revaluation. The proposed policy was revised by City Council during their meeting of September 22, 2014 to include that there be a provision in the drafting of the ordinance that Council may vacate the provisions in times of unforeseen emergencies, with the stipulation that the ordinance be reviewed four (4) years after implementation.)*

During their Regular Meeting of January 12, 2015, Council deferred action on this item.

During the Regular Meeting of City Council on February 9, 2015, Mr. Slavin reminded members that this matter was discussed by the Legislative, Finance, and Administration Committee on two (2) different occasions and was forwarded to Council with no recommendation. Mr. Slavin stated he was hopeful that this would receive favorable treatment by Council. His understanding, from private conversations, was that the proposal did not enjoy the support of Council and indicated that he would not bring it forward for a vote. However, he expressed his support for the principle behind it, that a large tax increase should be avoided at all costs and the City should be looking at smaller, incremental approaches to "right-sizing" the budget. Mr. Slavin stated that he would use the backdrop of a potential referendum to bring this matter back if needed. He thanked Councilman Anderson for his support of this proposal during the Committee discussions.

Mr. Dixon expressed his opinion that Council should work at this. Although he did not support the 9.5% tax rate threshold, he felt this matter should be brought back to Council.

By unanimous consent, this matter was tabled.

Discussion - Responsibilities and Reporting Structure for the Mayor and City Manager and Continuation of Full-Time Status for the Position of Mayor

Mr. Slavin stated that the responsibilities and reporting structure for the Mayor and City Manager and continuation of full-time status for the position of Mayor had been discussed by the Committee during the past several meetings. He reminded members that during their Regular Meeting of September 22, 2014, City Council approved the Committee's recommendation for future consideration of Option A, as follows: a full-time mayor's position, with consideration of changing the City's current form of government to a mayor/council form of government, where the city manager and chief of police would be appointed by the mayor and confirmed by City Council, and that any positions which currently report to council that are moved to report to the mayor would only be removed for cause and with council approval. Members of City Council also approved the Committee's recommendation that the Council President open a dialogue with the parties to the 1988 Consent Decree.

As requested during the Committee meeting of October 27, 2014, Mr. Slavin noted that members had been provided an organizational chart for Option A as well as the current organizational chart for the City. In addition to considering maintaining the current responsibilities and reporting structure, as well as Option A, a strong mayor form of government, Mr. Slavin stated that Mr. Anderson may have an additional option for the Committee's consideration. It was his hope that at the conclusion of the meeting, the Committee would forward this matter to City Council with or without recommendations, explaining that the Committee's role was to allow for the discussion, to include the public, and then to provide City Council with this information to allow a full debate.

Mr. Sudler reminded members that, during the Legislative, Finance, and Administration Committee meeting held on September 8, 2014, he had relayed his support for a full-time Mayor with strong administrative powers, which was presented as Option A. Mr. Sudler noted that members had indicated they welcomed any suggestions relative to Option A and, as a result, he developed ideas for a job description and a job appraisal report for the Mayor, which he submitted and briefly reviewed.

Noting that Option A referred to a strong mayor form of government, Mr. Slavin suggested, for clarification, that any reference to the City's current form of government be considered as "Option B."

Referring to the job description provided by Mr. Sudler, Mr. Anderson suggested replacing Item #4 - bachelor degree, under the minimum requirements, with the requirement for the Mayor to have been a City resident for two (2) years, which would mirror the City Charter. Referring to the proposed organizational chart, he felt that the City Clerk's Office should remain under City Council since it serves as Council staff and that the Finance Office should also remain under City Council to provide "checks and balances."

Concurring with Mr. Anderson, Mr. Hare also felt that the Mayor should not appoint the Deputy Chief of Police, suggesting that the Police Chief should have that authority. Although he had no preference regarding the City having a full-time or part-time Mayor, if the City elected a full-time Mayor, Mr. Hare felt that the City should have a strong mayor form of government.

Mayor Christiansen stated his feeling that the City Manager should be hired and maintained by City Council, although he noted that in the past a Board was created to hire other officials for the City. He agreed with most of the recommendations submitted by Mr. Sudler; however, he felt that the job appraisal would be the responsibility of the public rather than City Council.

Responding, Mr. Hare noted that as an elected official, the public would be indicating their opinion regarding the Mayor's performance every four (4) years through the election.

Mr. Sudler felt that if the City chose to have a strong mayor form of government, the Mayor would be required to submit reports to City Council and, although he understood that the public would ultimately either re-elect the Mayor or vote him/her out of office, since that would occur only every four (4) years, he felt that the Mayor's performance on yearly goals and objectives should be appraised annually by City Council.

It was Mr. Hutchison's opinion that a major change that should occur would be to give the responsibilities and leadership of the City Manager more authority in the City, which would include the operations and budgetary issues of the Police Department. He stated that the City Manager should report to the Mayor and City Council. This would tie everybody into the total operations, noting that there are problems with the current system. As an example, Mr. Hutchison reminded members that earlier in the meeting, the Police Chief had submitted a request regarding the Cadet Program. Rather than submitting the request to the Mayor, Mr. Hutchison felt that it should have been submitted to the City Manager due to possible budget implications, since the City Manager is responsible for the City's budget. After the City Manager's review, the request should have then been presented to the Mayor and Council President to bring forward for consideration by the Committee. Mr. Hutchison reiterated the need for the City Manager to be in charge of the City's operations. He reminded members that, according to the City Charter, anyone 18 years of age or older can be elected as Mayor. Considering the complexity of the City, the budget, and the responsibilities of the Mayor's Office, he stated that although he supports a full-time Mayor, the day-to-day operations and financial responsibilities should belong to the City Manager since that individual is selected based on education, knowledge, and work experience necessary to oversee and run a City, and the City Manager would ultimately report to the elected officials.

For informational purposes, Mayor Christiansen advised members that the request for the Cadet Program was presented to the City Manager for his review prior to its submission to the Committee. Mayor Christiansen expressed his feeling that it is imperative, due to the Charter requirements for the Mayor to be responsible for the safety and security of the City, that the Mayor remain in charge of the Police Department. However, he conceded that the City Manager should work closely with the Mayor and Police Chief on the budget for the Police Department.

Responding to Mr. Hare, Mayor Christiansen indicated concurrence with the proposal submitted by Mr. Sudler, feeling that the City of Dover needs a strong mayor with a professional City Manager. Mr. Hare explained his concern with the City Manager being held accountable for those departments that are not his responsibility, such as the Police Department, as it relates to the City's Budget. He reiterated his opinion that the City should have a strong mayor form of government.

Mr. Dixon stated his agreement with the City having a strong mayor form of government. Noting that changes would be required, he urged members to remember that the positions are held by human beings and that people should be treated in a fair manner.

Mr. Slavin reminded members that the results of the 2004 referendum regarding the City having a full-time or part-time Mayor reflected that 3,185 voters favored a full-time Mayor and 1,285 voters favored a part-time Mayor. It was his observation, having experience working with governments, that simple reorganizations inside governments can be difficult. He stated that an overhaul of the entire form of government would require an order of magnitude well over difficult. Although he could support many of the proposed changes, Mr. Slavin stated that they would be time consuming and expensive to complete and a strong mayor form of government would be more costly than the current form of government. He suggested that this matter be presented to City Council for a final decision.

Council President Bonar indicated his support for a full-time Mayor; however, he also supported the City Manager serving as the chief business operations manager for the City. As previously mentioned, the City Manager is responsible for submitting a draft budget for the entire City and as such, Mr. Bonar felt that all departments should be placed under the City Manager. He explained the dangers of a Mayor having full control of the City and supported the Police Department reporting to the City Manager. He noted that having the City Manager in charge of the day-to-day operations of the City would allow for the Mayor to concentrate efforts on ensuring the City is recognized by, and participates in, the various forms of government, Boards, Committees, and Commissions throughout the State to ensure that the City receives its "fair share" of emergency services and legislative funding.

Mr. Hare indicated that when the Mayor's position was changed to full-time, it was to provide the necessary time to lobby the legislators, promote economic development, public relations, etc. and not to spend time in City Hall.

Noting that the Committee had held several discussions regarding this matter, Council President Bonar felt that it should now be presented to City Council for resolution.

Regarding the costs associated with a strong mayor, Mr. Sudler felt that an increase in that Mayor's salary would be less than that of an Assistant City Manager and that the Mayor could then assist the City Manager.

Mr. Slavin noted the receipt of an e-mail, dated December 8, 2014, from the City Clerk's Office regarding comments submitted by Ms. Rose Bryan of 43 Pine Street, as follows:

"Ms. Bryan stated that she has lived in Dover for 48 years and is very much in favor of a full-time mayor, based on the size of the City of Dover. Ms. Bryan will not be attending the [meeting] tonight and does not have access to email. She asked the Clerk's Office to convey her message to Committee members."

Ms. Sara Herbert, 223 N. Bradford Street, stated that she was requested to submit correspondence from Ms. Yvonne Hall, Realtor with Keller Williams Realty Central DE. Ms. Herbert also advised members of her own support for a full-time Mayor,

noting that Dover is a growing City and serves as the capital of the State of Delaware. She indicated that free parking is not available in the downtown areas in many cities in Delaware, and although it is beneficial in Dover, she felt this was an indication that there are not be as many visitors to the area as may be desired. Ms. Herbert felt that the Mayor's job is to be the "face of the City" and bring benefits that would make the City stronger and better. She stated that, in addition to herself and Ms. Hall, her husband also felt that a full-time Mayor would be beneficial to the City of Dover.

Mr. Reuben Salters (former member of City Council), 109 Bertrand Drive, relayed his support for a full-time Mayor. He reminded members of a situation that occurred years ago in the City of Dover, when there was a very strong voice in the community supporting a full-time Mayor. Mr. Salters felt that when the Mayor's position became full-time, it benefitted the City. Although members of City Council, as well as City staff, represent the City, Mr. Salters noted that the Mayor represents all the people and aspects of the City and has a unique function in this regard. He indicated the importance of the separation of power among the branches of government in the City and felt confident that, with the urging of the citizens and influence of City Council, the Mayor will remain focused on his duties, serving full-time for the best interest of the City.

Police Chief Bernat expressed his feeling that an elected official should oversee the Police Department and that individual should be the Mayor. It was his opinion that if the City Manager were placed in charge of the Police Department, there would be more of a financial interest versus public safety.

Mr. Edward Thomas Christian, Jr., 9 Pennwood Drive, indicated his recollection that when Mr. Hutchison was elected to serve as Mayor and a full-time salary was provided, since there was no "clear" job description for the position, City Council developed a job description, listing duties and responsibilities that would compensate for the salary offered for serving as the Mayor. At that time, he stated, Mayor Hutchison was given the responsibility of overseeing the Police Department since he had previously served as Police Chief and this responsibility had continued since that time. It was Mr. Christian's opinion that there was a conflict between the Mayor and the City Manager as to who would be responsible for the various departments of the City of Dover. He noted that often people get "stuck" with customs, habits, and traditions and find it difficult to make hard decisions, explaining that one's comfort zone dictates his decisions. Mr. Christian stated that the general public does not have the knowledge or sophistication, which he defined as "unconscious ignorance," to decide what is best for the City, explaining that it is the responsibility of City Council and the City Manager to determine what is best for the City of Dover. Referring to the comparison of municipalities, he stated that what may work for eight (8) million people may not work for the City of Dover.

In response to Mr. Christian's comments regarding the Mayor becoming responsible for the Police Department, Mayor Christiansen advised members that in 1929, when the City of Dover revised its Charter from the Town of Dover to the City of Dover,

the Chief of Police was assigned to the Mayor. He noted that the Charter also requires the Mayor to be responsible for the Police Department, as conservator of the peace, and for the public safety of the citizens.

Mr. Hutchison stated his strong opinion that the Mayor should continue to serve as the Chief Executive Officer (CEO) for the City of Dover, explaining that the City Manager is the Chief Operating Officer who reports to the Mayor and Council.

Mr. Anderson noted that this issue involves personnel matters and questioned if an executive session could be held to allow for further discussion. Responding, Deputy City Solicitor Pepper stated his opinion that the discussion would not qualify for an executive session.

Responding to Mr. Anderson, Mr. Koenig stated that three (3) years ago, the Parks and Recreation Director had retired and, rather than filling that position, the Parks and Recreation Department was assigned to the Planning Department to provide managerial oversight. Mr. Koenig stated that there are approximately 15-17 positions, including temporary employees, in that Department. In addition, he stated that the Central Services Manager, who was in charge of purchasing, warehouse, and fleet maintenance, had retired. Rather than filling that position, fleet maintenance was transferred to the Public Works Department and purchasing and warehouse maintenance were transferred to the Finance Department.

In response to Mr. Anderson regarding an Assistant City Manager, Mr. Koenig stated that there had been no discussion regarding the possibility of removing responsibilities from Department Heads. He stated that the main issues facing the City Manager were budget and strategic plan development, the development of a facilities plan to enhance current facilities, and labor negotiations. In addition, Mr. Koenig stated that the Controller/Treasurer did not wish to be the point of contact for budget development; therefore, this responsibility would be re-assumed by the City Manager's Office.

Mayor Christiansen stated his recollection, as a member of City Council at the time, that the Planning Director and Finance Director were transferred from the City Manager to City Council in the 1980s due to a conflict between the then Planning Director and Fire Marshal, who was being given alternative orders. As a result, Council deemed it necessary to move the Fire Marshal and Planning Director to report directly to City Council. Likewise, the Finance Director/Treasurer position was moved from under the City Manager for misreporting numbers and due to coercion to report false information to City Council.

Mr. Hare moved to recommend that this matter be referred to City Council without a recommendation, with the stipulation that they be provided all information regarding Options A, B, and C (Mr. Anderson's amendment to Option A). The motion was seconded by Mr. Shevock.

Mr. Anderson requested that Option C also include the removal of the Deputy Police Chief from appointment by the Mayor, feeling that the Police Chief should make that selection. Mr. Slavin suggested that Mr. Anderson work with the City Clerk in the development of Option C to be presented to City Council for their review and consideration.

The Committee referred this matter to City Council without a recommendation, with the stipulation that they be provided all information regarding Options A, B, and C.

During their Regular meeting of January 12, 2015, Council deferred action on this item.

During the Regular Meeting of City Council on February 9, 2015, Mr. Slavin stated that this item had been discussed by the Legislative, Finance, and Administration Committee numerous times over the past six (6) months. He felt that nothing could be done with the City's form of government without first looking at the 1988 Consent Decree, which governs how the City's government is structured. Mr. Slavin indicated that discussions had been held with members of the State branch of the NAACP and the Central Delaware NAACP. It was his belief that the last action taken indicated that the Council President was to initiate meetings to open a dialog to see if it was time to review the Consent Decree as Council prepared to possibly change the form of government. Mr. Slavin felt it was clear that no action could be taken unilaterally as a Council without first addressing the Consent Decree.

Mr. Bonar stated that a meeting had been requested to discuss this matter, and it had been discussed with Mr. William Pepper, Deputy City Solicitor. He indicated that a formal meeting with the Central Delaware branch of the NAACP would be happening.

Mr. Anderson expressed disagreement, noting that a legal opinion from Mr. Pepper, as well as the reading of the Consent Decree, indicated that Options A, B, and C were all allowed within the Consent Decree. The Consent Decree only applied if it were to be attempted to put the Mayor "back running Council," change the number of Council people, or get rid of the Council President position. Mr. Anderson felt that the Decree did not apply to "who reports to whom." It was his belief that Council still had wide latitude, and Options A, B, and C were all vetted and passed legal muster. Mr. Anderson did not feel that reopening the Consent Decree was necessary and stated that this was confirmed by legal counsel in the minutes of the Regular City Council meeting held on December 8, 2014.

Mr. Hare felt that this matter needed to be discussed; however, he did not believe that this was the night to discuss it since it would be longer than a five (5) or 10-minute conversation. He recommended that this discussion occur in the future, perhaps in a workshop, in a setting where there are not time constraints due to other items.

Referring to Mr. Anderson's comments, Mr. Slavin stated that, while he might not agree with the specifics of Mr. Anderson's interpretation, Options A, B, and C were only three (3) options that were brought forward and there may be more. He stated that although Council may not be required to have a conversation about the Consent Decree with the parties to the Decree, he felt it would be in the best interest of the City to begin there. Mr. Slavin felt this was the diplomatic and respectful thing to do and encouraged Council to take that forward.

Mr. Hutchison expressed his opinion that this matter should be discussed and "the sooner the better." He suggested a series of discussions regarding the desired form of government.

Mr. Hare stated that a discussion of the Consent Decree could occur at the same time as the discussion regarding the form of government and that the City's legal counsel should be present. He felt this should be accomplished in one (1) big meeting, rather than spreading it out, as suggested by Mr. Hutchison.

Mr. Slavin moved to table this matter, seconded by Mr. Dixon and unanimously carried.

Mr. Slavin moved to accept the Legislative, Finance, and Administration Committee report of December 8, 2014, seconded by Mr. Hutchison and unanimously carried.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE REPORT - JANUARY 12, 2015

The Parks, Recreation, and Community Enhancement Committee met on January 12, 2015 with Chairman Dixon presiding.

Mallard Pond Park Concept Plan

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that Mallard Pond Park is a six (6) acre, undeveloped park surrounded by Mallard Pond Development, Brandywine Court Condominiums, Fox Hall West Addition, and Heatherfield East. Mrs. Townshend stated that staff identified Mallard Pond Park as a location for new playground equipment for FY 2015 and funds were budgeted for this purpose. She explained that the City's bicycle and pedestrian plans, which are currently under development by the Dover/Kent County Metropolitan Planning Organization (MPO), identify pathway connections through Mallard Pond Park which would connect Fox Hall West Addition and Mallard Pond to Marsh Creek Lane and ultimately Route 8. Mrs. Townshend indicated that this would become a significant pathway connection, as it would provide a safe bicycle and pedestrian route from these neighborhoods to the new Dover High School.

Mrs. Townshend advised members that the Parks and Recreation Department hosted a community meeting at Mallard Pond Park on July 29, 2014 and invited property owners of the surrounding neighborhoods. She explained that, with the feedback received at this community meeting, the pathway and playground were better placed on the property to avoid potential conflicts with the neighbors. Mrs. Townshend stated that residents of Brandywine Court Condominiums indicated that people park in the private parking areas on Par Haven Drive to utilize the park and residents were concerned that parking conflicts would increase with increased activity at the park. Based on this feedback, Mrs. Townshend noted that the concept plan that was developed shows a small parking area off Marsh Creek Lane.

Mrs. Townshend advised members that the concept plan would phase the improvements based on availability of funds. She said the first phase, and likely the only phase within the current fiscal year, would be the construction of a playground.

The second phase would be the construction of the pathway between Mallard Pond and Marsh Creek Lane. Mrs. Townshend explained that staff would work with the Delaware Department of Transportation (DelDOT) and the Dover/Kent County MPO to seek funding for the pathway. The pathway segment which will connect to Fox Hall West Addition would be a future phase, as concurrence from the Fox Hall West Addition and a stream crossing would be required to complete this. Mrs. Townshend indicated that the parking area would be a phase in a future Capital Improvement Program (CIP) for the park.

Mrs. Townshend stated that if the concept plan were approved, the playground contract would be presented to City Council for approval in accordance with the purchasing policy. She explained that the FY 2015 CIP anticipates $33,000 in grant funding to support the playground installation and staff was in the process of applying for these funds.

Staff recommended approval of the improvements identified on the concept plan, noting that all improvements beyond the installation of playground equipment would be subject to funding availability and approval of associated expenditures by City Council.

Responding to Mr. Hutchison, Mrs. Townshend indicated that the size of the property is approximately six (6) acres and, while she was unsure of the number of youth in the target area, she explained that four (4) or five (5) families with children attended the workshop, as well as a family from Westfield. Mrs. Townshend stated that the majority of the people with children came from Mallard Pond.

In response to Mr. Dixon's inquiry regarding the needs of this park versus those of other parks in the City, Mrs. Townshend explained that the City's Recreational Needs Assessment was a separate project. She informed members that money was allocated in the Capital Plan for playground improvements at this particular park; however, the idea was to look at playgrounds, as well as other features, so that a comprehensive improvement could be accomplished instead of piece by piece.

Responding to Mr. Caldwell regarding the parking concerns that were raised by residents, Mrs. Townshend stated that the concern would be primarily resolved by adding a small parking area off Marsh Creek Lane, noting that the bulk of those utilizing the park would be people who walk there from adjacent neighborhoods.

The Committee recommended approval of the improvements identified on the concept plan, noting that all improvements beyond the installation of playground equipment would be subject to funding availability and approval of associated expenditures by City Council.

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

Update on Recreation Needs Assessment - Presentation and Discussion of Survey Data

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the Recreation Needs Assessment Update - Survey Highlights.

Mrs. Townshend advised members that the Recreation Needs Assessment yielded responses from 506 people, most of whom responded online. She explained that, based on the data received, 52% of respondents indicated they were City residents who noted the neighborhoods they lived in to avoid the misunderstanding of those who think they live inside City limits but actually do not. Of the remaining respondents, 28% were non-city residents and 20% did not disclose their residency.

Mrs. Townshend reviewed those priorities that were ranked the highest, reflecting that 25% or more of the respondents wanted to see these improvements. She noted that although an indoor recreational facility for Dover Park achieved the interest of slightly more than 25% of respondents, indoor restroom facilities and benches at Dover Park and Silver Lake Park ranked higher. Overall, she stated that people supported the idea that the parks and the programs offered by the City should be funded by a mix of fees, grants, and taxes, noting specifically that 74% believed that program fees were the way to fund the programs. Mrs. Townshend said that the comments on the survey indicated people thought there should be more fundraising and business sponsorships, noting that, currently, the only program that seeks business sponsorship is Concerts on the Green.

Mrs. Townshend pointed out that there was significant support for residents to pay a lower fee than non-residents. She noted that 67% of those who responded to that particular question believed that City residents should pay a lower fee. Mrs. Townshend stated that this provision was not currently in place and that this was something to consider in the future as recommendations are developed from the needs assessment. She advised members that the comment portion of the survey suggested that the City could do a better job informing the public about programs provided and, in response, the City will continue to distribute flyers in schools, provide Public Service Announcements (PSA's) and, based on recommendations made in the comment section, could consider doing more paid advertisements. Mrs. Townshend indicated that this would require increasing revenue through sponsorships and business contributions.

Mrs. Townshend stated that another suggestion submitted through the comments section of the survey was for a pickleball field, noting that, although the numbers were not overwhelming in favor of this, the comment field reflected strong interest to include permanent markings, particularly from the senior citizen community. She noted she was not very familiar with pickleball but believes it is similar to tennis and very popular right now, especially among seniors. In addition to pickleball, another topic in the comments section was a dog park, which would not be particularly desirable from the City's perspective for several reasons, including the time and cost

necessary to maintain the turf. However, she noted that there was a very vocal part of the population that would like to have a place to take their dogs to run and socialize with other dogs and this was something to consider.

Summarizing, Mrs. Townshend explained that this information was drawn from the preliminary data. Upon a more thorough review, it was her hope to produce more concrete recommendations within the next month.

Responding to Mr. Anderson regarding indoor bathrooms, Mrs. Townshend explained that Silver Lake is probably the most costly location because the City does not have water run there. She suggested that this may be a two (2) year Capital Improvement Project (CIP), which would allow project design work in the first year with implementation the next year. Mrs. Townshend said the City would seek grant funding under the Delaware Land and Water Trust Fund, which could reimburse up to 50% of the cost. She also stated that, based on the responses received, a skate park would be best located at Schutte Park or Dover Park and a splash pad seemed to be best suited for Silver Lake or Dover Parks.

In response to Mr. Anderson's concerns regarding the lack of skateboarding opportunities, Mrs. Townshend advised members that the information received is still preliminary. She recommended, as the Capital Plan is developed, that a skate park be considered in the next couple of years at Dover Park, ensuring that the best location is selected. Mrs. Townshend suggested planning funding next year for a skate park and restrooms so that things are not put in places that preclude other uses in the future, such as a building. She also noted the importance in the Dover Park planning process to address concerns regarding landscaping that can be maintained in a way that is natural but not too concealing. Mrs. Townshend indicated that this had been a big challenge at Dover Park, noting that people do not feel safe because it is so heavily vegetated. Mrs. Townshend stated that money had already been set aside for Dover Park and expressed her opinion that lighting and safety were important components of the planning process.

Mr. Hutchison suggested obtaining not only a comprehensive survey of what the City is doing but also reaching out to Kent County, the YMCA, the Boys and Girls Club, schools, etc., to get a total overview of the recreational needs. Responding, Mrs. Townshend advised that the Parks and Recreation Department had regularly scheduled meetings with the YMCA, Senior Olympics, Special Olympics, Delaware State University, and the Capital School District. Although churches had not been as involved as she would like, Mrs. Townshend shared that she had recently had discussions with Mr. Dixon and Mr. Anderson regarding the new outreach center being built at the Solid Rock Baptist Church and the consensus was that the center would provide a great opportunity for partnerships and programming at that location. After reaching out to Pastor William Grimes, Mrs. Townshend advised members that the hope was to set up a meeting and talk about the type of programming the City could provide such as yoga, Zumba for seniors (Zumba Gold), babysitting training, first aid training, etc., after ensuring the programs meet the church's objectives.

Mr. Dixon expressed his continued concern for the children on the east side of town, referencing Dover Park and the youth in the community. Mrs. Townshend indicated that Dover Park is a priority that will be addressed with the first detailed park plan for immediate improvements, such as a skate park, indoor restrooms, and plans to reserve space for a potential building, if it is determined that it is needed. She stated that the intent was to "beef up" capital planning in that area in the upcoming year.

Responding to Mr. Anderson, Mrs. Townshend stated that she was not aware of any major donations.

In response to Mrs. Horsey, Mrs. Townshend indicated that heating would be necessary in any indoor bathrooms to protect the pipes.

Mr. Dixon suggested reviewing other parks outside of Delaware to see what kind of bathrooms they have and what would work best for parks in the City of Dover.

By consent agenda, Mr. Hare moved for acceptance of the Parks, Recreation, and Community Enhancement Committee Report, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams absent).

UTILITY COMMITTEE REPORT - JANUARY 12, 2015

The Utility Committee met on January 12, 2015 with Councilman Perza presiding in the absence of Chairwoman Williams (arrived at 5:24 p.m.).

Dedication of Rights-of-Way and Public Infrastructure - Eden Hill Phase I

Mr. Scott Koenig, City Manager, reminded members that the original developer for the Eden Hill Subdivision went bankrupt and, although there was a letter of credit for this subdivision, the Pettinaro Development Corporation purchased the balance of the Subdivision as well as the obligation to finish the infrastructure. Mr. Koenig advised members that Pettinaro Construction Company, Inc., the responsible party for completing the public infrastructure within the Eden Hill Phase I development, had requested that all public infrastructure improvements be dedicated to the City of Dover for permanent ownership and maintenance.

Referring to the list of public improvements associated with Eden Hill Phase I as well as a map depicting the general location and configuration of the subject rights-of-way, Mr. Koenig informed members that the total construction value of the public improvements was $1,734,706, including roads, water lines, sewer lines, and storm sewer lines.

Mr. Koenig indicated that Pettinaro Construction Company had completed construction of the improvements in accordance with City standards and specifications. After construction was completed, City staff inspected the public improvements and developed a list of repairs to be made to meet the City of Dover Standards and Specifications for Public Works Construction. All work required by the Public Works Director had been completed and members were advised that a one

(1) year Maintenance Agreement and a Release of Liabilities would be submitted as part of the dedication process. Required as-built drawings of the infrastructure as well as videos of the sanitary sewer mains had been provided to staff.

Staff recommended acceptance of the rights-of-way and public infrastructure for Phase I of the Eden Hill Subdivision with dedication to include all of the referenced public improvements.

Responding to Mr. Slavin, Mr. Koenig confirmed that construction was completed in accordance with City standards and specifications, all of the punch list items had been completed, the required paperwork had been submitted, and Eden Hill Phase I was ready for dedication.

Mr. Perza inquired whether the City's liability would be minimized as a result of the dedication. In response, Mr. Koenig stated that the City's liability would be minimized. He noted that the City would have a one (1) year maintenance bond on the improvements, and if something were to happen in the first year, the developer would be required to complete the repair or the City could call the bond. Mr. Koenig stated that the developer had done a good job in bringing this infrastructure to the dedication process.

Responding to Mr. Hutchison, Mr. Koenig explained that the work had been completed, as depicted in red on the Eden Hill Residential Phase I map. Mr. Koenig indicated that the Committee's recommendation would be considered by City Council during their Regular Meeting on January 26, 2015, and if Council approves the dedication, the City would be responsible for all of the maintenance as of January 26, 2015.

The Committee recommended acceptance of the dedication of rights-of-way and public infrastructure for Phase I of the Eden Hill Subdivision to include all of the referenced public improvements, as recommended by staff.

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

TEA/NAES Reports *(September, October, and November)*

The TEA/NAES Monthly Reports for September, October, and November 2014 were provided to members to enable them to monitor electric sales and revenues received, which will provide a better understanding of any fluctuations that occur and allow the opportunity to make improvements if deemed necessary.

Referring to Page 12 of the November 2014 report, Mr. Scott Koenig, City Manager, reviewed the year-to-date expenses through the end of November and noted that Gross Load was slightly under budget; however, the Total - Utilities Cost was approximately $1.98M under budget. He reminded members that this budget had been tracking fairly well throughout the year and was consistently under budget.

Mr. Koenig stated that the City did make some money in generation earlier in the year, and the City's hedges had been performing as expected. Mr. Koenig noted that TEA had added Source and Formula columns to the report to better explain the bill and how it tracks back to the City's PJM bill.

The Committee recommended acceptance of the TEA/NAES Monthly Reports for September, October, and November 2014.

By consent agenda, Mr. Hare moved for approval of the Committee's recommendation, seconded by Mr. Dixon and carried by a unanimous roll call vote (Mrs. Williams absent).

Updates

Green Energy Funding and Programming

Members reviewed details regarding Green Energy Funding and Programming, as of December 10, 2014.

Mr. Scott Koenig, City Manager, informed members that there was still a moratorium on photovoltaic submissions because of the recommendation from the Delaware Municipal Electric Corporation (DEMEC) that there were some changes to the legislation in progress, and the City did not want to be overwhelmed with applications, considering funding was rather limited at this time. Mr. Koenig stated that a majority of the funding that the City was currently receiving for green energy was going to pay the debt service associated with the improvements that were completed several years ago at the Dover Public Library. He indicated that the balance of the funds was being distributed in accordance with the summary as of December 10, 2014. Mr. Koenig stated that once the City gets beyond the debt service payment, funding would be available for additional green energy projects.

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

Mr. Scott Koenig, City Manager, informed members that staff had submitted documentation to the State of Delaware a few months ago but had not yet received a response. He stated that the City was in the process of recruiting for the Environmental Scientist position that will serve as the permit point of contact in the future, and that staff would be preparing documentation to substantiate the activities that the City had done over the past year to support the permit. Mr. Koenig explained that the Engineering and Planning Divisions of the Public Works Department were working on several storm water activities that would ultimately relate to the MS4 Permit. He noted that in December 2014, the City received a grant from the State of Delaware, as identified in the budget, to determine the feasibility of a potential storm water utility, and staff was beginning work on that document. Additionally, the City had received grant funding related to the replacement of the storm sewer system from the river up through the hospital area. Mr. Koenig stated that this item would be discussed in greater detail as Council and staff move through the budgeting process for future years, noting that, over time, a majority of the Street Division operations and budget would focus on addressing concerns and issues related to the MS4 Permit.

Mrs. Williams questioned if the replacement of the storm sewer system in this area would impact the chronic problems around Water Street. Responding, Mr. Koenig explained that the expectation for the project at old PW2 and Water Street, was that once the City builds an infrastructure improvement it will relieve problems in the area, to the extent that Bayhealth Medical Center would be able to redevelop its property in the future and the City would not have flooding inhibiting the transportation network of Governors Avenue and Water Street. He stated that the City was trying to upgrade the piping all the way to the river, or potentially create more of an open channel flow to the river at some point. However, Mr. Koenig explained that there are environmental issues to deal with, including old infrastructure that would need to be removed at PW2; crossing State Street, which is an expensive crossing; and crossing the hospital property. He indicated that this was a multimillion dollar project and estimated that it could cost between $7M - $15M, depending on the environmental requirements revealed in the initial study. Mr. Koenig stated that this was a major storm water improvement; however, it was absolutely necessary to facilitate the long-term expansion of Bayhealth Medical Center.

Responding to Mrs. Williams regarding the volume of storm water at this location, Mr. Koenig explained that it is significant because it includes the entire Tar Ditch drainage basin which encompasses a substantial portion of the downtown area, extends westward past the Westside Car Wash, and captures part of Eden Hill. Although it is a complicated fix and would be rather expensive, Mr. Koenig stated that it was necessary.

Garrison Oak Technical Park Project Updates

Mr. Scott Koenig, City Manager, provided the following updates:

City Infrastructure

Mr. Koenig reminded members that the City had been working for many months at the Garrison Oak Technical Park (GOTP) on a number of different projects, noting that the City currently had three (3) contractors underway. He stated that George & Lynch, Inc. was in the final stages of completing the Garrison Oak pumping station. Mr. Koenig explained that the electric system was run adjacent to the station last week and staff was hopeful that it would be hooked up by the end of the current week, if the weather permits. He stated that this water would be used to test the piping inside of the Calpine plant, and the City was trying to receive flow from the initial testing operations of Calpine in the next week to 10 days. Mr. Koenig clarified that this would not be actual process water yet, but informed members that the Garrison Energy Center facility was moving quickly to completion, noting that the City was expecting to receive wastewater flow in the next few weeks. Mr. Koenig stated that George & Lynch, Inc. was also working on the gravity sewer connection to the old pump station on White Oak Road, which would be abandoned in the near future.

Mr. Koenig informed members that A-Del Construction Company had just received the tie-in permits for each of the entrances and the water system, so they could now tie in the new water infrastructure into White Oak Road. Additionally, A-Del Construction Company had poured the curbline on the east side of GOTP and were working on building the east entrance. On the west side, A-Del Construction Company completed the box culvert across the White Oak Tax Ditch and, even though they are running a little behind schedule on this project, they were working to get traffic moved over to the east side to finish the construction improvements associated with the Garrison Energy Center.

Mr. Koenig stated that, when they receive the pole delivery in the next four (4) to six (6) weeks, the Electric Department would be working on the realignment of some of the 69kV system to facilitate entering into GOTP.

Mr. Koenig informed members that the one (1) piece of infrastructure currently lagging was the 1.5M gallon water tower. He explained that the foundations were in but there was a 60-day waiting period for the foundations to set before they could be loaded. Mr. Koenig estimated that the contractor would be remobilizing at the beginning of February to start the upward elevation of the stack. Although this project was running slightly behind schedule, Mr. Koenig reminded members that the tower would offer a buffer in the summer months and that the tower was a necessary component to accommodate the full build out of GOTP, which includes the second unit of Calpine.

Calpine Energy Center

Referring to private construction, Mr. Koenig stated that both Uzin Utz and the Calpine Energy Center are substantially moving through construction. He reminded members that the Calpine Energy Center intended to go into commercial operations no later than June 2015; however, he explained that as soon as Calpine begins testing the facility, running water, generating test power, etc., and passes all of their protocols for testing, they will be commercially available for operation. Mr. Koenig stated that it was the hope of Calpine and the City, from the revenue generation standpoint, that Calpine will be able to go into commercial operations ahead of June 2015.

Dover Sun Park

Mr. Scott Koenig, City Manager, reviewed a spreadsheet entitled "City of Dover Electric Revenue Fund - FY 15 - White Oak Solar Park Incremental Cost, noting that the fiscal year to date incremental energy cost was $365,091. Mr. Koenig explained that this cost indicated that the City paid a premium of an additional $365,091 to help meet the goals of the City's regional portfolio standards for renewable energy and, currently, the Sun Park represents approximately 3% of the City's total load. He stated that at its highest performance during the summer, the Solar Park runs a little over 10 megawatts (MW) per day, and these are typically the days that the City needs the most power; therefore, the City's total power demand from the grid has gone

down by roughly 10MW. Although the City pays a little extra for the Solar Park, Mr. Koenig stated that it not only helps the City meet renewable energy requirements but also provides 10MW that the City does not have to buy at the summer peak.

Responding to Mrs. Williams, Mr. Koenig clarified that Kvaerner North American Construction, which has been acquired by Matrix Service Company, is the engineering, procurement and construction (EPC) contractor for Calpine, and Chicago Bridge & Iron Company (CB&I) is the City's contractor for the 1.5M gallon water tower. He confirmed that these are two (2) separate contracts.

Mr. Hutchison questioned whether Mr. Kirk Betts, the City's Utility Attorney, and Calpine were still working together. Responding, Mr. Koenig informed members that Mr. Betts was still working on some options that would provide the City additional negotiating leverage because this is a market based negotiation. Mr. Koenig stated that he did not have a timetable available at this time.

By consent agenda, Mr. Hare moved for acceptance of the Utility Committee Report, seconded by Mr. Dixon and carried by a unanimous roll call vote (Mrs. Williams absent).

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - JANUARY 12, 2015

The Legislative, Finance, and Administration Committee met on January 12, 2015 with Chairman Slavin presiding.

Review of Training, Conference, and Travel Policy

Due to time constraints, consideration of this item was deferred until the next meeting.

Review of Effectiveness of the Safe Communities Ordinance *(Request of Councilman Anderson)*

Due to time constraints, consideration of this item was deferred until the next meeting.

Updates

Certified Local Government Application

Due to time constraints, consideration of this item was deferred until the next meeting.

"Safe Whistles" National Recreation and Park Association Recommended Guidelines for Credentialing Volunteers (Background Screening for Youth Coaches and Sports Officials for All City Recreation Offerings

Due to time constraints, consideration of this item was deferred until the next meeting.

By consent agenda, Mr. Hare moved for acceptance of the Legislative, Finance, and Administration Committee Report of January 12, 2015, seconded by Mr. Dixon and carried by a unanimous roll call vote (Mrs. Williams absent).

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - FEBRUARY 9, 2015

The Legislative, Finance, and Administration Committee met on February 9, 2015 with Chairman Slavin presiding. Except for the following time sensitive issues, the Legislative, Finance, and Administration Committee Report from February 9, 2015 will be presented to Council during their Regular Meeting of February 23, 2015 for Council's review and consideration.

Proposed Ordinance #2015-03 Amending Chapter 102 - Taxation, Article III - Realty Transfer Tax, Section 102-71 - Definitions; Article IV - Abatement of Real Estate Taxes, Section 102-113 - Qualifications; and Article V - Tax Credits for Historic Properties, Section 102-152 - Application Requirements and Section 102-153 - Application Review and Approval

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that proposed Ordinance #2015-03 would implement incentives that the City committed to through its Downtown Development District Application. She explained that the ordinance was related to the taxation section of the code and had three (3) components, as follows:

1) The City currently offers a transfer tax waiver for first-time homebuyers City-wide. Under the proposed ordinance, those who sell properties located in the area between Mary and Loockerman Streets and between Governors Avenue and West Street would also receive this transfer tax waiver if the properties are sold to someone who would be occupying the home as an owner. Mrs. Townshend indicated that the boundary included in the ordinance had been changed to coincide with the Downtown Development District boundary.

2) The City currently offers a tax waiver for owner-occupied houses located in the area between Mary and Loockerman Streets and between Governors Avenue and West Street, and this was expanded in the proposed ordinance to include the entire Downtown Development District. The ordinance would allow for a phase-in of taxes over five (5) years for an owner-occupied home. For the first year, no property taxes would be paid, for the second year 25% of the property taxes would be required, for the third year 50%, for the fourth year 75%, and in the fifth year the owner would begin paying the full tax. An owner who moves out of the district within this five (5) year period would be required to pay taxes back.

Mrs. Townshend stated that this program had been "on the books" and staff had aligned it with the Downtown Development District boundaries.

3) The City currently offers tax credits for renovation of historic properties based on the value of the work done to the exterior of the property, and review of tax credits by the Historic District Commission (HDC) is required. The proposed ordinance would allow for administrative approval of tax credits; however, if the tax credit relates to a project that would have to go to the HDC, the Commission would also be able to comment. This would allow for administrative approval of tax credits for projects such as the painting of a Victorian home, which would not normally come before the HDC. Mrs. Townshend explained that this would simplify and expedite the review process.

Responding to Mr. Shevock as to whether a time frame would be associated with the high priority targeted area, Mrs. Townshend stated that no such time frame was included in the ordinance; however, the State's Downtown Development District designation is a 10-year designation. If the high-targeted area were to shift within this 10-year time frame, it would be necessary to make a change in only one (1) location in the Dover Code, Appendix C - Downtown Redevelopment.

The Committee recommended adoption of Proposed Ordinance #2015-03, as recommended by staff, seconded by Mr. Shevock and unanimously carried.

During the Regular Meeting of City Council on February 9, 2015, Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that the proposed ordinance would adopt the incentives that the City committed to in the Downtown Development District. Ordinance #2015-03 would provide amendments to Chapter 102, Taxation, Article III and would amend the boundary for certain homeownership incentives to a larger boundary that coincides with the Downtown Development District. It would also change the tax credits for historic properties so that they can be administratively approved and do not have to go to the Historic District Commission.

Mr. Hare moved for approval of the Committee's recommendation, seconded by Mr. Dixon and unanimously carried. *(The First Reading of the ordinance will take place during the latter part of the meeting.)*

Proposed Ordinance #2015-04 Amending Appendix C - Downtown Redevelopment

Mrs. Ann Marie Townshend, Director of Planning and Community Development, stated that Proposed Ordinance #2015-04 would establish a high priority target area in the downtown area. She explained that the code currently has a defined target area for downtown redevelopment. Feedback received from members of Council

regarding the City's Downtown Development District Application indicated that Council did not want staff to reduce the area in which incentives were offered; however, the State wanted the City to have more incentives in the Development District than were available elsewhere in the City. Mrs. Townshend indicated that staff created a high priority target area and the Downtown Development District map was reflected in the language of the Proposed Ordinance. She explained the additional provisions in proposed Ordinance #2015-04, as follows:

1) The impact fee waiver currently applicable only to multi-story, mixed-use construction would no longer have to be a multi-story mixed use within the target. In this way, if a restaurant with many fixtures was opened, an impact fee waiver could be applied for a single-story building. In addition, if someone were to build five (5) houses on what was previously four (4) lots, they would receive credit for impact fees for prior structures but would receive a waiver for the fifth house.

2) A three (3) year waiver of the business license fee would be offered for new businesses and businesses that relocate to the Downtown Development District.

3) A rebate of the buyer's portion of the transfer tax would be offered within the high priority area for properties transferred after March 1, 2015 and receiving a certificate of occupancy within five (5) years of transfer. Mrs. Townshend indicated that this could apply to very large projects, noting that there had been discussion for many years about redeveloping the former Acme site on Governors Avenue. If a developer were to purchase this site and build a new building, they could receive a rebate of the buyer's portion of the transfer tax when a certificate of occupancy is obtained.

4) Mrs. Townshend explained that this section of the Code currently requires applicants to commit to giving 10% of the value of that incentive to the Downtown Dover Partnership (DDP) in order to qualify for City incentives. After discussion with Mr. Gregg Moore, President, DDP, Mrs. Townshend stated that it had been agreed that it would be better to provide a full incentive rather than to require the 10% payment.

Mrs. Townshend advised members that in addition to the above changes included in the proposed ordinance, the DDP had also agreed to offer grants up to $5,000 for architectural services for new businesses in the Downtown Development District.

Responding to Mr. Hare, Mrs. Townshend stated that the incentives would apply to businesses opening in the Downtown Development District. Those who want to open large businesses elsewhere in Dover would not receive these incentives; however, there are other incentives available. She explained that redevelopment in the downtown area is difficult and more expensive than other areas because of the age of the infrastructure and buildings and the tightness of the lots. For this reason, the downtown area needs more help. The Governor budgeted and the legislature approved money for property owners to improve their properties. In exchange for this, local governments participating in the program were asked to provide added incentives in the area. Mrs. Townshend reminded members that this was previously discussed both by the Legislative, Finance, and Administration Committee and Council when the application was brought through the process before submitting it to the State. She noted that opportunities to improve incentives elsewhere could be discussed; however, this particular program was geared to the downtown area.

Mr. Hare expressed his feeling that the City should provide incentives on a case-by-case basis to those willing to develop projects outside the target area, such as the former K-Mart building.

Responding to Mr. Sudler regarding the location of the designated area, Mrs. Townshend explained that the rough boundaries of the Downtown Development District are as follows: the northeast boundary begins at the Mary Street/North Governors Avenue intersection, extending south down Governors Avenue to Fulton Street and east to State Street, extending south down State Street to Water Street, running west on Water Street and extending slightly south to bring in the Dover Transit Center, extending north along the railroad tracks, jutting west to include the eastern side of Lincoln Park, then continuing northward along the railroad tracks back to Mary Street.

Mayor Christiansen commended Mrs. Townshend and Mr. Koenig for their efforts in this regard. He felt this tool would offer retail, mercantile, and residential establishments the opportunity to revitalize downtown. He stated that a lot of resources and attention would be focused in this area and it was hoped that these incentives and grants would stabilize the neighborhood and make it thrive, to the benefit of the entire City.

The Committee recommended adoption of proposed Ordinance #2015-04, as recommended by staff.

During the Regular Meeting of City Council on February 9, 2015, Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that the proposed ordinance would adopt the incentives that the City committed to in the Downtown Development District. Proposed Ordinance #2015-04 defines in Code what is being called the high priority target area within the City's existing target area for redevelopment, which is the Downtown Development District, and identifies new incentives for that area, namely a waiver of business license fees for new businesses

in the District for a period of three (3) years, an expansion of impact fee waivers from only being allowed on multi-story, mixed use construction to any construction, and a rebate of the buyer's portion of the real estate transfer tax for properties that transfer after March 1st if improvements are made and a certificate of occupancy is issued within five (5) years. It would also remove the requirement for a payment of 10% of the value of the benefits to the Downtown Dover Partnership, and allow for a straight waiver.

Mr. Hare moved for approval of the Committee's recommendation, seconded by Mr. Dixon and unanimously carried. *(The First Reading of the ordinance will take place during the latter part of the meeting.)*

By unanimous consent, Council accepted the Legislative, Finance, and Administration Committee Report of February 9, 2015 (Williams absent).

QUARTERLY REVENUE REPORT

Members were provided the Quarterly Revenue Report as of December 2014.

By consent agenda, Mr. Hare moved for acceptance of the Quarterly Revenue Report as of December 2014, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams absent).

CONFIRMATION OF POLICE PENSION ELECTION - RETIRED CORPORAL MARTIN STALLINGS - THREE (3) YEAR TERM TO EXPIRE JANUARY 31, 2018

The term of office of Retired Corporal Martin Stallings on the Police Pension Board expires on January 31, 2015. Pursuant to Chapter 62 - Law Enforcement, Article III - Pension Plan, Division 2 - Retirement Committee, Section 62-102(c)(2), notice of an election was given to all plan members. Only one (1) nomination was received, therefore, no election was held. Chief Bernat nominated Retired Corporal Martin Stallings to serve a three (3) year term, to expire on January 31, 2018.

By consent agenda, Mr. Hare moved for approval of the nomination of Retired Corporal Martin Stallings to serve on the Police Pension Board, for a three (3) year term to expire on January 31, 2018. The motion was seconded by Mr. Dixon and carried by unanimous roll call vote (Williams absent).

MONTHLY REPORTS - DECEMBER 2014

By motion of Mr. Hare, seconded by Mr. Dixon, 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 Reports (*November and December*)
Fire Chief's Report
Police Chief's Report

QUARTERLY REVIEW OF CAPITAL INVESTMENT PLAN (CIP) (*OCTOBER, NOVEMBER, AND DECEMBER*)

Members were provided the Quarterly Report for the Capital Investment Plan as of December 31, 2014.

By consent agenda, Mr. Hare moved for acceptance of the Quarterly Report for the Capital Investment Plan as of December 31, 2014, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams).

APPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT BONAR

Construction Code Appeals Committee

Council President Bonar requested the appointment of Councilman David L. Anderson to the Construction Code Appeals Committee to fill the unexpired term of Sean M. Lynn, with a term to expire May 2015.

By consent agenda, Mr. Hare moved for approval of the appointment to the Construction Code Appeals Committee, as recommended by Council President Bonar, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams absent).

President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties

Council President Bonar requested the following appointments to the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties:

Adam M. Perza
Kenneth Clendaniel

By consent agenda, Mr. Hare moved for approval of the appointments to the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties, as recommended by Council President Bonar, seconded by Mr. Dixon and carried by a unanimous roll call vote (Williams absent).

FIRST READING - PROPOSED ORDINANCES

Council President Bonar reminded the public that copies of the proposed ordinances were available at the entrance of the Council Chambers or could be obtained from the Clerk's Office.

PROPOSED ORDINANCE #2015-01 AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that each year in December, staff accepts applications to amend the 2008 Comprehensive Plan. She stated that one (1) request was received from the property owner associated with the rezoning of property located at 801 North State Street and indicated that this would be a Land Development Plan Map Amendment. Mrs. Townshend informed members that there was also an amendment to the

Growth and Annexation Plan chapter of the Comprehensive Plan that would remove the requirement that the Cost Revenue Analysis model be used for all annexations because, at this point, the model is very out of date and would be very costly to update.

Since the ordinance is an amendment to the 2008 Comprehensive Plan, as amended, a public hearing is required. Staff recommended that a that a Public Hearing be scheduled before the Planning Commission on Tuesday, February 17, 2015 at 7:00 p.m. and that a Public Hearing before City Council be set for Monday, March 9, 2015 at 7:30 p.m., at which time the Second Reading and Final Action by Council will take place.

Mr. Hare moved to refer the request to the Planning Commission for a public hearing on February 17, 2015 and to set a public hearing before City Council on March 9, 2015 at 7:30 p.m. The motion was seconded by Mr. Dixon and unanimously carried.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of Proposed Ordinance #2015-01, as read by the City Clerk, by title only, as follows:

➢ #2015-01 AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED, BY REPLACING MAP 12-1: LAND DEVELOPMENT PLAN, AND AMENDING CHAPTER 13: GROWTH AND ANNEXATION PLAN

PROPOSED ORDINANCE #2015-02 - REZONING REQUEST FOR PROPERTY LOCATED AT 801 NORTH STATE STREET

A request was received to rezone property located at 801 North State Street consisting of $1.943^{+/-}$ acres, owned by 801 Gold Coast, LLC (Luther D. Shank III). The property is currently zoned RG-3 (Group Housing) and the proposed zoning is C-2A (Limited Central Commercial). Mrs. Ann Marie Townshend, Director of Planning and Community Development, informed members that Ordinance #2015-02 was a rezoning request associated with the 2008 Comprehensive Plan amendment previously discussed. She stated that the current RG-3 (Group Housing) zoning included townhouses.

Prior to amending the zoning ordinance and zoning map of the City of Dover, a public hearing is required.

Mr. Hare moved to refer the request to the Planning Commission for a public hearing on February 17, 2015 and to set a public hearing before City Council on March 9, 2015 at 7:30 p.m. The motion was seconded by Mr. Dixon and unanimously carried.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of Proposed Ordinance #2015-02, as read by the City Clerk, by title only, as follows:

➢ #2015-02 AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 801 NORTH STATE STREET

FIRST READING - PROPOSED ORDINANCES

Council President Bonar reminded the public that copies of the proposed ordinances were available at the entrance of the Council Chambers or could be obtained from the City Clerk's Office. Final action by Council on the proposed ordinances will take place during the Council Meeting of February 23, 2015.

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

- #2015-03 AMENDING CHAPTER 102 - TAXATION, ARTICLE III - REALTY TRANSFER TAX, SECTION 102-71 - DEFINITIONS; ARTICLE IV - ABATEMENT OF REAL ESTATE TAXES, SECTION 102-113 - QUALIFICATIONS; AND ARTICLE V - TAX CREDITS FOR HISTORIC PROPERTIES, SECTION 102-152 - APPLICATION REQUIREMENTS AND SECTION 102-153 - APPLICATION REVIEW AND APPROVAL

- #2015-04 AMENDING APPENDIX C - DOWNTOWN REDEVELOPMENT

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Anderson invited all to a chili cook-off to benefit a local charity. He encouraged those present to bring their favorite chili or a donation. He indicated that the event would benefit the Dog Pound Boxing Club and Mr. Bernard Miller's efforts to reach many children with this free boxing program, which had produced many local champions. Mr. Anderson stated that the event was scheduled for February 20, 2015 at 6:30 p.m. on Lafferty Lane, noting that details could be found on Mr. Anderson's Facebook page, David Anderson for Council, within the next day.

By unanimous consent, the meeting adjourned at 9:08 p.m.

TRACI A. McDOWELL
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of February 9, 2015, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM
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Exhibits
Exhibit #1 - Presentation - Violation of the Dangerous Building Ordinance - 5 Welch Drive

Violation of Dangerous Building Ordinance 5 Welch Drive

Planning & Inspections Department

Dover, Delaware

February 9, 2015

5 Welch Drive
Case History

- 33 code enforcement cases since 2001
  - Exterior code violations – trash, debris in yard
  - Junked cars – operating an illegal daycare
  - Numerous grass violations – parking on the grass
- The utilities were terminated on October 29, 2014
- Condemned by City Staff on October 29, 2014 due to no active utilities, numerous code violations, unlocked doors and subjects gaining entry to the property.
- Source of neighbor complaints – drug activities and numerous complaints for the welfare of the dogs kept at the property.

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

(5) *Unfit for habitation.*

(9) *General welfare.*

(10) *Code violations.*












WELCH
DR


10/29/2014 10:25


10/29/2014 10:25


10/29/2014 10:26


10/29/2014 10:26


MILLER
ENERGYGUIDE
Holiday Style
10/29/2014 10:27


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10/29/2014 10:28


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10/29/2014 10:29


10/29/2014 10:30

Recommended Council Action

- Declare this building on this property dangerous.
- Order the property repaired or demolished by **March 9, 2015** by the owner or equity owner at their own risk.
- Order the Building Inspector to cause the demolition of the structures if not completed by the owner **within 10 days of the date established by City Council**.
- Order the City Manager with the assistance of the City Solicitor to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

CITY OF DOVER
ORDINANCE #2015-01

AN ORDINANCE AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED, BY INCLUDING TEXT AMENDMENT TO CHAPTER 13 GROWTH AND ANNEXATION PLAN, AND BY REPLACING MAP 12-1: LAND DEVELOPMENT PLAN.

WHEREAS, the City Council of the City of Dover, on February 9, 2009, adopted the 2008 Comprehensive Plan pursuant to Title 22, Section 702 of the Delaware Code; and

WHEREAS, the Honorable Jack Markell, Governor of the State of Delaware, certified the 2008 Comprehensive Plan on April 24, 2009; and

WHEREAS, the 2008 Comprehensive Plan allows for an annual amendment process; and

WHEREAS, one property owner has requested an amendments to the Land Development Plan Map (Map 12-1) in accordance with the process set forth in the 2008 Comprehensive Plan; and

WHEREAS, the City has reviewed the 2008 Comprehensive Plan as required in Title 22, Section 702 of Delaware Code and determined that following several on-going studies to be completed over the next year, a more thorough update of the 2008 Comprehensive Plan should be initiated; and

WHEREAS, the Planning Commission held a public hearing on February 17, 2014, after which the Commission made a recommendation in regards to the proposed amendment to Chapter 13 – Growth and Annexation and an amendment to the Land Development Plan related to the above request.

NOW, THEREFORE, BE IT ORDAINED THAT the Mayor and Council of the City of Dover hereby amend the 2008 Comprehensive Plan, as amended, by:

1. Replacing Map 12-1: Land Development Plan of the 2008 Comprehensive Plan, as amended on November 23, 2009; March 14, 2011; April 11, 2011; March 12, 2012; and March 10, 2014, with the referenced map presented to City Council on March 9, 2015.

2. Amending Chapter 13 – Growth and Annexation Plan to strike the text as indicated in the attachment.

SYNOPSIS

The proposed ordinance would adopt amendments and an addendum to the 2008 Comprehensive Plan, as amended on November 23, 2009; March 14, 2011; April 11, 2011; March 12, 2012; and March 10, 2014.

Actions History

February 23, 2015 - Rescheduling of Planning Commission and City Council Public Hearings to be Considered by City Council
February 17, 2015 - Scheduled for Review by Planning Commission - Meeting Cancelled Due to Inclement Weather
February 9, 2015 - First Reading at City Council
January 26, 2015 - Scheduled for First Reading by City Council - Meeting Cancelled Due to Inclement Weather

DRAFT

CITY OF DOVER
PROPOSED ORDINANCE #2015-02

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

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

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

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

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

ADOPTED: *

S:\ORDINANCES\2015\DRAFT\Ord #2015-02 - Rezoning-801 North State Street - Final Reading Rescheduled (02-20-2015).wpd

Actions History

February 23, 2015 - Rescheduling of Planning Commission and City Council Public Hearings to be Considered by City Council
February 17, 2015 - Scheduled for Review by Planning Commission - Meeting Cancelled Due to Inclement Weather
February 9, 2015 - First Reading at City Council
January 26, 2015 - Scheduled for First Reading by City Council - Meeting Cancelled Due to Inclement Weather

Draft

City of Dover, Delaware

Capital of the First State



City of Dover, DE

Revaluation 2015 Project Results

Presented by Tyler Technologies

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Agenda

- Introduction
- The Revaluation Process
- Results and Statistics
- Q & A

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City of Dover Project Staff

- Melissa Baer – Regional manager for the Northeast. Melissa has over 20 years of mass appraisal and assessment experience.
- Debra Christy – Sr. Project Supervisor. Debra has over 35 years of mass appraisal experience
- Eric Hardy – Sr. Project Supervisor/Commercial Appraiser. Eric has over 30 years of mass appraisal experience.
- Steve Beccio – Sr. Commercial Appraiser. Steve has 30 years of mass appraisal experience.
- Christina Gobin-Messier – Implementation & Support Specialist. Christina has over 20 years of mass appraisal experience, including software support.
- Elyse Pare – Associate Project Supervisor. Elyse has nearly 10 years of appraisal experience.

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Why Do a Revaluation?

- ***Equity*** - The market is constantly changing and every property is not affected equally. Fair market value is affected by a number of factors including property class (residential, commercial, industrial), property location, individual property desirability and market supply and demand.
- The City of Dover Assessor's Office has a primary mission to maintain the property assessment system in a way that is equitable, fair and uniform to all citizens of the City of Dover and at the same time meet all constitutional and statutory requirements.
- We are conducting a revaluation for the 2015 Grand List, which will be reflected in the tax bills for April 1, 2015.

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The Revaluation Process

Phase I

- Project Commencement
- Data Mailers
- Database Edits

Phase II

- Valuation Analysis - Land
- Valuation Analysis - Buildings
- Valuation Analysis - Income & Expense
- Market Modeling
- Review Sales and Neighborhood Assignments
- Build and test Valuation Models

Phase III

- Review of Residential Values
- Review of Commercial Values
- Assessor Review of Values
- Refine Model Values
- Mail Notices to Taxpayers

Phase IV

- Schedule Informal Hearings
- Conduct Informal Hearings
- Informal Hearing Resolution
- Project Completion

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The Revaluation Process
Phase I

- **September, 2014**
  - Project Commencement – kick-off meeting with Melissa Baer, Cheryl Bundek and Annette Hart

- **October, 2014**
  - Data mailers sent to properties
  - Income and Expense forms sent to properties
  - Press release prepared
  - Data edits run on the residential file and provide results for Assessor's review

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The Revaluation Process
Phase II

- **October 2014 –January 2015**
  - Analysis of recent sales (2013 and 2014 calendar year)
  - Analysis/modification of existing neighborhood boundaries
  - Analysis of returned Income and Expense forms
  - Update Marshall and Swift cost calibrations
  - Generate and run residential model for market and comparable property analysis
  - Test cost/market valuation models in Computer Assisted Mass Appraisal (CAMA) system
  - Preliminary values produced and reviewed by company appraisers

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The Revaluation Process
Phase III

- **January-February 2015**
  - Review of Residential and Commercial Values
  - Assessor Review of Values
  - Refine Model Values if necessary
  - Property owners notified of new assessments

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The Revaluation Process
Phase IV

- **February- March 2015**
  - Schedule Informal Hearings
  - Informal Taxpayer review with Tyler appraisers
  - Resolve taxpayer appeals (City to review Tyler's recommendations) and notify appellants of results
  - Produce Certification Documentation for the Tax Assessor

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Q: How was the value of properties determined?

- Based upon the data on file for each property, along with an analysis of recent sales and rentals of similar properties in the neighborhood, Tyler utilized a computer assisted mass appraisal (CAMA) process to estimate the current market value. Values were reviewed by both Tyler and the Assessor.

Q: How is the quality of the new values measured?

- The International Association of Assessing Officers (IAAO) has developed standards to measure the quality of revaluations.
- Standards for level of assessment, amount of dispersion among the sales used, and measurements for equity between high value and low valued properties are all taken into account.

Standards for Quality

All Classes

Measure of Assessment Level .90 – 1.10 (value)

Price Related Differential (PRD) .98 – 1.03

COD (By Class)

Single Family

- Newer/Homogeneous ≤ 10
- Older/Heterogeneous ≤ 15
- Rural/Seasonal ≤ 20

Income Properties

- Larger/Urban ≤ 15
- Smaller/Rural ≤ 20

Vacant Land ≤ 20

Unsold Test .95 to 1.05

* Assessments reflect 70% of appraised value

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Results for Dover Sales

- Single Family 474 sales (1/1/2013 to 12/31/2014)

  Median 95.11

  COD 6.78

  PRD 1.00

Commercial 28 sales (1/1/2013 to 12/31/2014)

  Median 100.20

  COD 7.98

  PRD 1.00

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Assessment Changes by Class

- Real Estate Overall -2%
- Dwellings -10%
- Commercial +6.0%

- Exempt properties are not included

Q: When will taxpayers be notified of new value?

- Notice of new assessments will be mailed in February of 2015. The new assessment will be reflected in the April 2015 tax bill.
- New assessments be available online and on lists concurrent with the mailing of the notices.

Questions & Answers



Thank you for your interest in the 2015 Dover revaluation.

City of Dover
Revaluation 2015

Sales Data

- Sales were analyzed for the period of January 1, 2013 to December 31, 2014.
- There were 474 residential sales. The average residential sale price was $160,800.

[INSERT RESIDENTIAL SALES RATIO REPORT HERE FOR SALES LISTING]

Residential Breakdown

Category	Old Value	New Value	Difference
Single Family	$ 1,437,691,800	$ 1,302,033,700	-9%
Multi-Family	$ 31,277,300	$ 30,257,000	-3%
Condos	$ 33,724,160	$ 27,566,260	-18%

- The following residential properties sold during both of these time periods. These are referred to as "resales."

PARID	2013/2014 Sale Price	2011/2012 Sale Price	Difference
ED05-068.20-01-09.00	$ 198,000	$ 208,000	-5%
ED05-077.17-02-14.00	$ 150,000	$ 195,000	-23%
ED05-068.19-05-75.00	$ 188,000	$ 185,016	2%
ED05-066.02-01-01.00	$ 260,000	$ 255,000	2%
LC05-058.18-01-77.00	$ 84,900	$ 86,000	-1%
ED05-085.06-01-28.00	$ 234,000	$ 225,000	4%
LC05-058.18-01-13.00	$ 80,000	$ 70,000	14%
ED05-067.17-02-28.00	$ 260,000	$ 260,000	0%
ED05-076.10-03-26.00	$ 148,500	$ 129,500	15%
ED05-077.11-04-79.00	$ 63,000	$ 67,700	-7%
ED05-067.12-03-18.00	$ 212,000	$ 230,000	-8%
ED05-067.09-02-21.00	$ 270,000	$ 290,000	-7%
ED05-076.04-06-36.00	$ 150,000	$ 139,990	7%
ED05-067.16-02-74.00	$ 170,000	$ 153,000	11%
ED05-085.08-03-22.00	$ 174,000	$ 162,000	7%
ED05-067.17-01-75.00	$ 199,500	$ 175,000	14%
		Median	**2%**

Commercial Breakdown

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- There were 28 commercial sales. The average commercial sale price was $ 840,000
- Overall, commercial properties are up 6%.
- A breakdown of commercial property changes are outlined below:

[INSERT COMM SALES RATIO REPORT HERE FOR SALES LISTING]

LUC	Description	Old Value	New Value	Difference
A90	Apartments 5 or more	$198,887,400	$230,463,300	16%
C00	Commercial Vacant	$93,618,200	$93,562,400	0%
C10	Banks, Savings & Loan	$40,559,200	$42,623,700	5%
C20	Gas Stations	$5,284,200	$5,455,800	3%
C30	Restaurants, Stores (retail)	$351,962,200	$366,502,300	4%
C40	Motels, Hotels	$157,606,900	$165,515,600	5%
C41	Nursing Homes	$17,698,200	$19,703,100	11%
C42	Life Care Facilities	$45,977,600	$47,177,300	3%
C50	Shopping Centers	$103,545,000	$110,824,100	7%
C60	Offices/Common Law Condo	$393,581,600	$417,784,800	6%
C67	Garage/Shop/Car Dealers	$31,049,900	$29,354,000	-5%
C70	Warehouses	$38,239,400	$40,328,200	5%
C80	Storage Tanks	$50,212,800	$57,113,300	14%
C90	Entertainment/Recreation	$59,238,400	$56,771,800	-4%
C91	Recreation (private)	$3,321,000	$3,170,400	-5%
C92	Mobile Home Parks	$16,140,900	$16,140,400	0%
C93	Burial Grounds	$3,166,100	$3,238,300	2%
C95	Private Schools	$18,995,100	$22,525,000	19%
C96	Non-Profit Orgs	$556,000	$564,400	2%
C97	Commercial Pkg Lot	$128,000	$99,500	-22%
C98	Comm Aux Bldg	$20,731,800	$17,735,400	-14%
TOTAL		**$1,650,499,900**	**$1,746,653,100**	**6%**

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Overall Impact

- Not including exempts, real estate overall is **down 1.5%.**

Category	Old Value	New Value	Difference
Commercial	$ 1,624,939,100	$ 1,720,597,800	6%
Residential	$ 1,467,824,800	$ 1,331,519,800	-9%
Condo	$ 33,724,160	$ 27,566,260	-18%
Exempt	$ 1,059,923,300	$ 896,449,400	-15%
TOTAL	$ 3,126,488,060	$ 3,079,683,860	**-1.5%**

Notices and Informals

- On February 20th all owners will be mailed a notice of their old and new assessments. A 1-800 number is provided for making an appointment for an informal hearing.



Dover NTP Final 2015.doc

- Calls will be taken by Tyler Technologies, but informals will be held at City Hall.
- A draft of the final project documentation will be available for anyone wishing to read a more detailed narrative of the revaluation process.

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CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-056.20-01-12.00	18	R10	124 MAPLE GLEN DR	1	5	2004	2	3039	B	AV	240,500	13-MAR-14	272,000	.88
ED05-056.20-01-27.00	18	R10	160 MAPLE GLEN DR	1	5	2004	2	2458	B-	AV	226,800	06-AUG-14	224,000	1.01
ED05-056.20-01-38.00	18	R10	119 MAPLE GLEN DR	1	14	2002	1	2074	B+	AV	212,300	30-MAY-13	223,000	.95
ED05-056.20-01-44.00	18	R10	103 MAPLE GLEN DR	1	14	2003	1	2025	B+	AV	222,000	25-AUG-14	242,900	.91
ED05-057.01-01-01.00	18	R10	5756 W DENNYS RD	1	3	1955	1.5	1365	C	FR	106,200	14-MAR-14	106,000	1.00
ED05-057.17-01-07.00	18	R10	1 GRISTMILL PL	1	8	1990	2	1381	C+	AV	132,400	29-MAY-13	130,500	1.01
ED05-057.17-01-26.00	18	R10	51 GRISTMILL PL	1	8	1991	2	1955	C+	AV	154,500	12-AUG-13	138,800	1.11
ED05-057.17-01-49.00	18	R10	12 GRISTMILL DR	1	8	1990	2	1681	C+	AV	136,900	24-OCT-14	120,000	1.14
ED05-057.17-01-71.00	18	R10	204 GRINDING WHEEL DR	1	8	1993	2	1547	C+	AV	135,700	01-APR-14	149,900	.91
ED05-057.17-01-75.00	18	R10	212 GRINDING WHEEL DR	1	8	1993	2	1393	C+	AV	136,400	19-JUL-13	147,900	.92
ED05-057.17-02-03.00	18	R10	205 MILLCREEK DR	1	5	1994	2	1956	C+	AV	185,300	28-JUN-13	200,000	.93
ED05-057.17-02-05.00	18	R10	209 MILLCREEK DR	1	5	1994	2	1420	C+	AV	174,000	06-SEP-13	190,000	.92
ED05-057.17-02-29.00	18	R10	234 GRINDING WHEEL DR	1	8	1999	2	1528	C+	AV	147,200	15-NOV-13	147,000	1.00
ED05-057.17-02-34.00	18	R10	224 GRINDING WHEEL DR	1	8	1995	2	1911	C+	AV	148,000	14-NOV-14	140,000	1.06
ED05-057.17-02-37.00	18	R10	213 GRINDING WHEEL DR	1	8	1993	2	1440	C+	AV	137,500	30-AUG-13	145,000	.95
ED05-057.17-02-40.00	18	R10	207 GRINDING WHEEL DR	1	8	1994	2	1440	C+	AV	140,200	21-FEB-13	149,000	.94
ED05-057.17-02-46.00	18	R10	6 WATERFALL DR	1	8	1995	2	1440	C+	AV	138,900	05-AUG-13	139,900	.99
ED05-057.17-02-47.00	18	R10	8 WATERFALL DR	1	8	1995	2	1608	C+	AV	143,700	10-JUN-14	142,800	1.01
ED05-066.02-01-01.00	18	R10	101 HOBBYHORSE CT	1	5	2011	2	2614	B	AV	239,100	25-AUG-14	260,000	.92
ED05-066.02-01-13.00	18	R10	114 HOBBYHORSE CT	1	3	2013	1	2836	B+	AV	249,100	07-MAR-14	269,838	.92
ED05-066.02-01-15.00	18	R10	122 HOBBYHORSE CT	1	14	2012	1	1671	B+	AV	208,000	06-MAR-13	230,000	.90
ED05-066.02-01-17.00	18	R0	130 HOBBYHORSE CT	1	1	2013	2	2172	B	AV	223,700	15-MAY-13	260,571	.86
ED05-066.12-01-34.00	3	R10	99 PINE VALLEY RD	1	5	1984	2	3800	A-	AV	352,600	08-JAN-13	410,000	.86
ED05-066.16-02-10.00	3	R10	42 LOST TREE CT	1	8	1987	2	2390	B-	AV	186,300	26-NOV-14	189,900	.98
ED05-067.01-01-24.00	18	R10	402 TOPAZ CIR	1	1	2013	2	1853	B	AV	205,200	27-AUG-13	237,760	.86
ED05-067.01-01-25.00	18	R10	2 AQUAMARINE CT	1	5	2013	2	1569	B	AV	213,600	28-FEB-14	211,000	1.01
ED05-067.01-01-27.00	18	R10	10 AQUAMARINE CT	1	5	2011	2	1569	B	AV	212,900	28-JUN-13	224,885	.95
ED05-067.01-01-34.00	18	R10	338 TOPAZ CIR	1	5	2014	2	2307	B-	AV	236,200	03-APR-14	271,641	.87
ED05-067.01-01-35.00	18	R10	6 TANZANITE CT	1	5	2013	2	1622	B	AV	210,300	18-JUL-13	225,930	.93
ED05-067.01-01-37.00	18	R10	14 TANZANITE CT	1	5	2013	2	2103	B	AV	214,100	26-MAR-13	245,000	.87
ED05-067.01-01-39.00	18	R10	7 TANZANITE CT	1	5	2014	2	2103	B-	AV	221,700	01-APR-14	259,820	.85
ED05-067.01-01-41.00	18	R10	326 TOPAZ CIR	1	5	2013	2	2483	B	AV	247,500	30-OCT-13	276,827	.89
ED05-067.01-01-44.00	18	R10	314 TOPAZ CIR	1	1	2013	2	2386	B	AV	252,300	31-MAY-13	256,520	.98

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-067.01-01-47.00	18	R10	302 TOPAZ CIR	1	5	2013	2	1981	B	AV	219,300	09-SEP-13	208,650	1.05
ED05-067.01-01-51.00	18	R10	26 OPAL PL	1	5	2010	2	2543	B	AV	231,900	26-JUN-14	211,000	1.10
ED05-067.01-01-57.00	18	R10	226 TOPAZ CIR	1	5	2006	2	2492	B	VG	239,800	23-MAY-13	270,000	.89
ED05-067.01-01-73.00	18	R10	223 TOPAZ CIR	1	5	2006	2	2578	B	AV	230,200	12-NOV-14	215,000	1.07
ED05-067.01-01-79.00	18	R10	323 TOPAZ CIR	1	5	2013	2	2290	B	AV	235,400	29-JUL-13	235,095	1.00
ED05-067.01-01-80.00	18	R10	327 TOPAZ CIR	1	5	2013	2	2476	B-	AV	242,000	07-FEB-14	263,805	.92
ED05-067.01-01-82.00	18	R10	335 TOPAZ CIR	1	5	2013	2	2326	B-	AV	234,900	30-MAY-14	250,000	.94
ED05-067.01-01-88.00	18	R10	422 TOPAZ CIR	1	5	2008	2	2108	B	AV	210,200	26-JUL-13	211,900	.99
ED05-067.01-02-09.00	18	R10	15 GEMSTONE BLVD	1	1	2013	2	1941	B	AV	220,200	18-OCT-13	202,980	1.08
ED05-067.01-02-10.00	18	R10	11 GEMSTONE BLVD	1	5	2013	2	1675	B	AV	216,600	15-AUG-13	228,105	.95
ED05-067.01-02-11.00	18	R10	7 GEMSTONE BLVD	1	5	2005	2	3393	B	AV	256,300	24-SEP-13	260,000	.99
ED05-067.01-02-12.00	18	R10	3 GEMSTONE BLVD	1	5	2005	2	2413	B	AV	249,000	21-NOV-13	280,000	.89
ED05-067.05-01-05.00	18	R10	142 BRANDYWINE DR	1	5	1989	2	2948	A-	AV	296,500	08-SEP-14	307,000	.97
ED05-067.05-01-18.00	18	R10	260 MEADOW DR	1	5	1991	2	2691	B+	AV	235,900	27-JUN-14	275,000	.86
ED05-067.05-01-66.00	18	R10	11 HEMSTED CT	1	13	1988	2	2380	B	AV	203,700	04-MAR-14	195,500	1.04
ED05-067.05-02-41.00	18	R10	106 BRANDYWINE DR	1	5	1989	2	2792	B+	AV	242,000	11-JUL-14	235,000	1.03
ED05-067.09-01-06.00	3	R10	518 TROON RD	1	5	1980	2	2748	B-	AV	244,500	10-JAN-13	263,500	.93
ED05-067.09-01-37.00	18	R10	165 MERION RD	1	3	1977	1	1866	C	AV	155,700	22-MAY-14	159,000	.98
ED05-067.09-01-43.00	18	R10	5 TAM OSHANTER CT	1	16	1976	1	1816	C	AV	156,000	02-JUL-14	157,000	.99
ED05-067.09-01-57.00	18	R10	164 MERION RD	1	16	1976	1	1816	C	AV	152,600	04-APR-13	159,900	.95
ED05-067.09-01-61.00	18	R10	196 MERION RD	1	5	1977	2	2169	B-	AV	189,000	18-DEC-14	165,000	1.15
ED05-067.09-01-65.00	18	R10	232 MERION RD	1	5	1977	2	2179	B-	AV	191,200	10-NOV-14	187,000	1.02
ED05-067.09-01-77.00	3	R10	399 TROON RD	1	5	1978	2	2185	C+	AV	197,900	15-FEB-13	184,000	1.08
ED05-067.09-02-21.00	3	R10	299 TROON RD	1	5	1991	2	3440	B	AV	262,300	28-MAY-13	270,000	.97
ED05-067.09-03-10.00	3	R10	309 PINE VALLEY RD	1	13	1985	2	2394	B-	AV	172,900	02-DEC-13	203,000	.85
ED05-067.09-03-23.00	3	R10	5 WHITEMARSH CT	1	13	1982	2	1841	B-	AV	136,100	24-APR-13	150,000	.91
ED05-067.09-03-26.00	3	R10	35 WHITEMARSH CT	1	8	1983	2	2390	B-	AV	182,400	22-APR-14	210,000	.87
ED05-067.09-03-43.00	3	R10	258 PINE VALLEY RD	1	13	1980	2	1912	B-	AV	140,400	15-NOV-13	148,000	.95
ED05-067.11-01-21.00	10	R10	919 SCHOOLHOUSE LN	1	5	1968	2	1939	C	GD	168,600	16-MAY-13	178,000	.95
ED05-067.11-01-35.00	10	R10	903 WOODCREST TRN	1	5	1971	2	2257	C	AV	184,100	26-SEP-14	173,000	1.06
ED05-067.11-01-61.00	10	R10	902 SCHOOLHOUSE LN	1	5	1968	2	1939	C	GD	166,100	22-FEB-13	155,000	1.07
ED05-067.11-01-65.00	10	R10	910 SCHOOLHOUSE LN	1	16	1971	1	1724	C	AV	145,600	13-JUN-13	132,000	1.10
ED05-067.12-01-05.00	8	R10	970 N STATE ST	1	5	1930	2	2405	A-	VG	268,200	27-AUG-14	300,000	.89

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-067.12-03-18.00	8	R10	937 SILVER LAKE DR	1	13	1983	2	2128	B	GD	198,900	31-OCT-13	212,000	.94
ED05-067.12-03-19.00	8	R10	939 SILVER LAKE DR	1	13	1983	2	2128	B	GD	198,900	07-JAN-13	202,000	.98
ED05-067.12-03-20.00	8	R10	941 SILVER LAKE DR	1	13	1983	1	1764	B	GD	187,600	31-JAN-14	190,000	.99
ED05-067.12-03-34.00	8	R10	973 SILVER LAKE DR	1	13	1987	2	1200	B	GD	154,900	23-SEP-13	165,000	.94
ED05-067.12-04-01.00	8	R10	86 REPRESENTATIVE LN	1	13	2014	2	2555	B-	AV	211,100	25-JUN-14	237,240	.89
ED05-067.12-04-02.00	8	R10	84 REPRESENTATIVE LN	1	13	2014	2	2143	B-	AV	172,800	30-JUN-14	180,500	.96
ED05-067.12-04-03.00	8	R10	82 REPRESENTATIVE LN	1	13	2014	2	2155	B-	AV	172,200	26-SEP-14	200,000	.86
ED05-067.12-04-04.00	8	R10	80 REPRESENTATIVE LN	1	13	2014	2	2143	B-	AV	171,600	19-NOV-14	181,590	.95
ED05-067.12-04-05.00	8	R10	78 REPRESENTATIVE LN	1	13	2014	2	2395	B-	AV	198,500	17-OCT-14	200,095	.99
ED05-067.12-04-06.00	8	R10	76 REPRESENTATIVE LN	1	13	2014	2	2143	B-	AV	144,100	18-AUG-14	188,750	.76
ED05-067.12-04-08.00	8	R10	72 REPRESENTATIVE LN	1	13	2014	2	2395	B-	AV	202,000	30-JUN-14	220,225	.92
ED05-067.12-04-09.00	8	R10	68 REPRESENTATIVE LN	1	13	2013	2	2889	B-	AV	211,700	02-AUG-13	195,000	1.09
ED05-067.12-04-10.00	8	R10	66 REPRESENTATIVE LN	1	13	2013	2	2143	B-	AV	173,900	25-MAR-14	172,600	1.01
ED05-067.12-04-11.00	8	R10	64 REPRESENTATIVE LN	1	13	2013	2	2143	B-	AV	174,900	18-OCT-13	178,500	.98
ED05-067.12-04-12.00	8	R10	62 REPRESENTATIVE LN	1	13	2013	2	2143	B-	AV	181,300	26-AUG-13	192,000	.94
ED05-067.13-01-20.00	3	R10	34 N PRESTWICK CT	1	5	1979	2	2148	B-	AV	199,200	31-JUL-13	215,000	.93
ED05-067.13-01-25.00	3	R10	26 S PRESTWICK CT	1	14	1975	1	2020	B-	AV	202,500	09-OCT-14	200,000	1.01
ED05-067.13-01-35.00	3	R10	17 N PRESTWICK CT	1	5	1979	2	2485	B-	AV	214,500	17-JUN-14	233,000	.92
ED05-067.13-01-60.00	3	R10	31 MUIRFIELD CT	1	14	1974	1	2568	B-	VG	229,200	28-JUN-13	266,500	.86
ED05-067.13-01-75.00	3	R10	193 CARNOUSTIE RD	1	5	1972	2	2397	C+	AV	215,500	14-AUG-13	225,000	.96
ED05-067.13-02-06.00	3	R10	8 ST ANDREWS CT	1	3	1971	1.5	3047	C+	VG	251,600	12-SEP-13	265,000	.95
ED05-067.13-02-14.00	3	R10	162 CARNOUSTIE RD	1	6	1973	1	3151	C+	AV	225,300	28-MAR-14	235,000	.96
ED05-067.13-02-15.00	3	R10	170 CARNOUSTIE RD	1	5	1970	2	1924	C+	AV	200,900	11-MAR-13	167,000	1.20
ED05-067.14-02-07.00	2	R10	61 OLD FORGE DR	1	5	1974	2	1880	C	AV	172,900	18-OCT-13	165,000	1.05
ED05-067.14-02-28.00	2	R10	70 FOREST CREEK DR	1	13	1974	2	1548	C-	AV	90,700	27-SEP-13	79,000	1.15
ED05-067.14-03-07.00	2	R10	137 OLD FORGE DR	1	13	1975	2	1321	C-	AV	82,700	13-JAN-14	70,000	1.18
ED05-067.14-03-22.00	2	R10	150 OLD FORGE DR	1	13	1976	2	1098	C-	AV	79,400	28-JUN-13	89,990	.88
ED05-067.15-01-15.00	2	R10	76 VILLAGE DR	1	13	1974	2	1484	C-	GD	103,700	15-MAY-14	112,000	.93
ED05-067.15-02-02.00	2	R10	217 MCKEE RD	1	14	2013	1	1431	C	AV	145,600	06-MAR-14	157,000	.93
ED05-067.15-02-52.00	2	R10	122 ALONZO DR	1	16	1991	1	1578	C-	AV	124,300	31-JUL-14	137,000	.91
ED05-067.15-03-42.00	2	R10	40 VIRGINIA AVE	1	16	1992	1	1710	C-	AV	125,300	29-SEP-13	145,000	.86
ED05-067.15-03-49.00	2	R10	35 VIRGINIA AVE	1	16	1991	1	1422	C-	AV	122,300	17-MAY-14	100,000	1.22
ED05-067.15-04-16.00	10	R10	841 WOODCREST DR	1	5	1966	2	2624	C	AV	169,000	02-JUL-14	179,000	.94

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-067.15-04-24.00	10	R10	814 WILSON DR	1	5	1967	2	1939	C+	GD	176,400	04-OCT-13	187,000	.94
ED05-067.15-04-36.00	10	R10	896 WILSON DR	1	16	1971	1	1736	C+	AV	160,800	25-JUL-13	167,000	.96
ED05-067.15-04-60.00	10	R10	895 SCHOOLHOUSE LN	1	17	1965	2	1972	C+	GD	172,000	09-MAY-14	211,000	.82
ED05-067.16-01-31.00	10	R10	522 ROSS ST	1	16	1963	1	1657	C+	AV	134,700	22-AUG-14	160,000	.84
ED05-067.16-01-40.00	10	R10	734 CAROL ST	1	5	1963	2	1464	C+	GD	139,900	21-NOV-14	164,900	.85
ED05-067.16-02-33.00	10	R10	625 LAKEWOOD PL	1	14	1946	1	835	C	VG	102,200	21-OCT-14	125,000	.82
ED05-067.16-02-44.00	10	R10	226 WALKER RD	1	3	1940	1.5	2285	B-	AV	180,700	31-MAY-14	190,000	.95
ED05-067.16-02-48.00	10	R10	724 N GOVERNORS AVE	1	3	1948	1	1354	C+	AV	134,600	04-APR-14	147,000	.92
ED05-067.16-02-74.00	8	R10	720 N BRADFORD ST	1	5	1930	2	1504	B+	GD	152,600	21-MAR-13	170,000	.90
ED05-067.16-03-05.01	8	R10	215 WALKER RD	1	14	1955	1	2664	A-	VG	351,500	22-AUG-14	400,000	.88
ED05-067.17-01-35.00	3	R10	63 S TURNBERRY DR	1	13	1978	2	2604	B-	AV	158,600	05-APR-13	150,000	1.06
ED05-067.17-01-61.00	3	R10	34 WINGED FOOT CT	1	3	1973	1	1994	C+	AV	215,000	27-JUN-13	239,500	.90
ED05-067.17-01-75.00	3	R10	33 SCIOTO CT	1	5	1973	2	2114	C+	AV	193,900	25-JAN-13	199,500	.97
ED05-067.17-02-28.00	3	R10	19 SHINNECOCK RD	1	5	1999	2	2480	B+	AV	231,700	28-MAR-14	260,000	.89
ED05-067.17-02-47.00	3	R10	136 BURNING TREE RD	1	5	1991	2	2361	B	AV	217,500	28-OCT-13	205,000	1.06
ED05-067.17-03-16.00	3	R10	101 SHINNECOCK RD	1	5	2002	2	3000	B-	AV	249,200	12-DEC-14	250,000	1
ED05-067.17-03-18.00	3	R10	104 SHINNECOCK RD	1	5	1996	2	2070	B-	AV	205,200	16-MAY-13	220,000	.93
ED05-067.17-03-20.00	3	R10	110 SHINNECOCK RD	1	5	1992	2	2543	B	AV	231,400	06-DEC-13	240,000	.96
ED05-067.17-03-48.00	3	R10	106 HAZELTINE RD	1	5	1990	2	2864	B	AV	249,800	24-MAY-13	265,000	.94
ED05-067.17-04-06.00	3	R10	23 ARBOR DR	1	6	1994	2	1828	B-	AV	177,000	01-DEC-14	205,000	.86
ED05-067.17-04-44.00	3	R10	14 ARBOR DR	1	6	1993	2	1685	B-	AV	171,200	19-SEP-14	176,000	.97
ED05-067.17-04-61.00	3	R10	123 SWEETGUM DR	1	6	1993	2	2166	B-	AV	188,100	01-APR-13	195,000	.96
ED05-067.17-04-66.00	3	R10	109 SWEETGUM DR	1	6	1993	2	1842	B-	AV	174,400	28-JUN-13	180,000	.97
ED05-067.18-01-69.00	2	R10	1341 WALKER RD	1	11	1965	1	912	D+	FR	68,500	04-APR-13	62,500	1.10
ED05-067.18-02-02.00	17	R10	712 INDEPENDENCE BLVD	1	5	1991	2	1834	B	AV	181,300	31-MAR-14	210,200	.86
ED05-067.18-02-06.00	17	R10	680 INDEPENDENCE BLVD	1	5	1976	2	2220	B	AV	183,600	22-APR-14	195,000	.94
ED05-067.18-03-05.00	17	R10	11 FREEDOM PL	1	3	1983	1	1935	C+	GD	176,500	27-MAY-14	187,000	.94
ED05-067.18-03-08.00	17	R10	17 FREEDOM PL	1	5	1982	2	2168	B	AV	191,100	15-NOV-13	205,000	.93
ED05-067.18-03-12.00	17	R10	25 FREEDOM PL	1	5	1981	2	2294	B	AV	200,500	12-AUG-14	218,000	.92
ED05-067.18-03-58.00	17	R10	8 LIBERTY DR	1	5	1979	2	2496	B-	AV	202,600	03-SEP-14	165,000	1.23
ED05-067.19-01-29.00	17	R10	38 HERITAGE DR	1	13	1977	2	1232	C	AV	102,800	19-NOV-14	111,000	.93
ED05-067.19-03-07.00	17	R10	713 BICENTENNIAL BLVD	1	5	1987	2	2353	B	GD	218,900	09-AUG-13	227,500	.96
ED05-067.19-03-17.00	17	R10	733 BICENTENNIAL BLVD	1	5	1987	2	2213	B-	AV	197,000	09-AUG-13	191,000	1.03

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-067.19-03-18.00	17	R10	735 BICENTENNIAL BLVD	1	3	1987	1	2027	B-	AV	204,100	18-JUL-14	201,000	1.02
ED05-067.19-03-20.00	17	R10	739 BICENTENNIAL BLVD	1	5	1987	2	2218	B	AV	198,900	16-AUG-13	228,000	.87
ED05-067.19-03-29.00	17	R10	730 BICENTENNIAL BLVD	1	5	1987	2	2348	B-	AV	204,700	24-NOV-14	209,900	.98
ED05-067.19-03-34.00	17	R10	714 BICENTENNIAL BLVD	1	5	1987	2	2218	B-	AV	185,200	28-MAR-13	185,000	1.00
ED05-067.19-03-40.00	17	R10	11 PATRIOT DR	1	5	1990	2	2370	B	AV	210,600	24-APR-14	216,900	.97
ED05-067.19-03-44.00	17	R10	21 PATRIOT DR	1	5	1990	2	2353	B	AV	210,000	30-APR-14	210,000	1
ED05-067.19-03-53.00	17	R10	32 PATRIOT DR	1	5	1990	2	2348	B	AV	202,100	22-MAY-13	229,000	.88
ED05-067.19-03-65.00	17	R10	9 PATRIOT DR	1	5	1989	2	2370	B	AV	214,100	22-JUL-13	210,000	1.02
ED05-067.19-03-68.00	17	R10	3 PATRIOT DR	1	5	1989	2	2370	B	AV	210,400	10-DEC-14	224,900	.94
ED05-067.19-04-03.00	17	R10	104 MATTERHORN DR	1	14	2006	1	1956	B+	AV	232,600	26-FEB-14	239,900	.97
ED05-067.19-04-04.00	17	R10	106 MATTERHORN DR	1	14	2013	1	3808	B-	AV	246,200	23-SEP-14	261,000	.94
ED05-067.19-04-13.00	17	R10	130 MATTERHORN DR	1	5	2005	2	3096	B-	AV	223,800	10-OCT-14	216,001	1.04
ED05-067.19-04-17.00	17	R10	212 MONT BLANC BLVD	1	1	2013	2	1961	B+	AV	208,600	19-DEC-13	219,004	.95
ED05-067.19-04-22.00	17	R10	58 EIGER CT	1	14	2014	1	1864	B+	AV	218,600	27-AUG-14	247,210	.88
ED05-067.19-04-25.00	17	R10	63 EIGER CT	1	14	2013	1	1791	B+	AV	207,200	01-FEB-13	205,926	1.01
ED05-067.19-04-29.00	17	R10	52 ST BERNADINO CIR	1	1	2013	2	1961	B+	AV	207,600	22-MAR-13	214,350	.97
ED05-067.19-04-31.00	17	R10	56 ST BERNADINO CIR	1	1	2013	2	1961	B+	AV	209,700	09-DEC-13	217,203	.97
ED05-067.19-04-36.00	17	R10	43 HOMBERG CIR	1	14	2013	1	1950	B+	AV	206,200	09-AUG-13	229,648	.90
ED05-067.19-04-42.00	17	R10	31 ARLBERG CIR	1	1	2013	2	1969	B+	AV	208,000	19-AUG-13	219,900	.95
ED05-067.20-01-31.00	10	R10	539 PEAR ST	1	5	1963	2	1440	C+	AV	135,400	28-APR-14	138,500	.98
ED05-067.20-01-73.00	10	R10	511 WILLIAM ST	1	14	1958	1	984	C	AV	110,100	30-JAN-14	103,000	1.07
ED05-067.20-02-05.00	10	R10	527 CAROL ST	1	14	1954	1	1120	C	AV	127,400	23-AUG-13	130,600	.98
ED05-067.20-02-24.00	10	R10	515 FAIRVIEW AVE	1	2	1940	1	864	C-	AV	87,000	29-AUG-14	88,000	.99
ED05-067.20-02-28.00	10	R10	544 LAKEWOOD PL	1	3	1938	1	1392	C	GD	131,400	13-JAN-14	142,500	.92
ED05-067.20-02-54.00	10	R10	525 N GOVERNORS AVE	1	14	1955	1	1156	C	AV	144,200	27-OCT-14	145,000	.99
ED05-067.20-03-09.00	9	R10	311 N NEW ST	1	1	1985	2	1160	C-	AV	72,600	20-FEB-14	76,000	.96
ED05-067.20-03-20.00	9	R10	407 N NEW ST	1	14	1950	1	850	C-	FR	40,900	20-DEC-13	38,000	1.08
ED05-067.20-03-46.00	9	R10	315 N GOVERNORS AVE	1	1	1925	2	1638	C	AV	105,200	31-MAR-14	108,000	.97
ED05-067.20-03-65.00	8	R10	421 N GOVERNORS AVE	1	14	1952	1	1407	C+	AV	151,200	11-JUL-14	169,000	.89
ED05-067.20-03-77.00	8	R10	350 N BRADFORD ST	1	1	1900	2	1334	C	AV	109,200	11-MAR-13	94,000	1.16
ED05-067.20-04-09.00	8	R10	425 N BRADFORD ST	1	1	1938	2	1904	B-	AV	153,600	17-JUL-13	130,000	1.18
ED05-068.09-01-13.00	8	R10	801 N STATE ST	1	5	1925	2	3602	A-	AV	324,700	23-NOV-13	360,000	.90
ED05-068.09-01-18.00	8	R10	598 N DUPONT HWY	1	14	1965	1	1252	C	FR	141,900	27-OCT-14	151,000	.94

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-068.09-01-36.00	8	R10	102 OVERLOOK PL	1	5	2005	2	2721	A	VG	328,600	19-JUN-14	353,600	.93
ED05-068.09-01-53.00	8	R10	109 OVERLOOK PL	1	8	2006	2	2475	B	VG	225,900	24-SEP-14	229,900	.98
ED05-068.09-01-81.00	8	R10	631 VENUE DR	1	13	2000	2	2049	B	AV	173,200	01-OCT-14	189,000	.92
ED05-068.09-02-08.00	13	R10	825 BACON CT	1	14	1969	1	1527	C	GD	127,200	01-AUG-14	131,000	.97
ED05-068.09-02-28.00	13	R10	12 BACON CT	1	5	1974	2	1723	C	AV	143,400	15-AUG-14	145,000	.99
ED05-068.09-02-59.00	13	R10	756 MILLER DR	1	5	1970	2	2036	C+	AV	131,100	26-NOV-14	135,000	.97
ED05-068.10-01-30.00	13	R10	830 MILLER DR	1	5	1969	2	2036	C+	AV	162,200	28-MAR-14	172,000	.94
ED05-068.10-01-38.00	13	R10	786 MILLER DR	1	16	1968	1	1925	C	AV	131,200	31-JUL-13	149,000	.88
ED05-068.10-02-06.00	13	R10	870 TOWNSEND BLVD	1	5	1973	2	1500	C+	AV	135,700	17-NOV-14	129,900	1.04
ED05-068.10-02-36.00	13	R10	943 BUCK DR	1	14	1964	1	1162	C	AV	122,900	15-MAR-13	118,500	1.04
ED05-068.10-02-50.00	13	R10	958 BUCK DR	1	14	1964	1	960	C	AV	112,500	26-SEP-14	127,000	.89
ED05-068.10-03-21.00	13	R10	516 NIMITZ RD	1	16	1966	1	1436	C	AV	127,800	04-OCT-13	123,500	1.03
ED05-068.10-03-27.00	13	R10	959 CARVEL DR	1	14	1969	1	1120	C	AV	121,300	20-DEC-13	140,000	.87
ED05-068.10-03-39.00	13	R10	827 CARVEL DR	1	14	1964	1	1120	C	AV	120,500	09-MAY-14	129,000	.93
ED05-068.10-04-07.00	13	R10	404 EAST WIND DR	1	5	1991	2	1600	C+	GD	150,600	31-MAR-14	167,500	.90
ED05-068.10-04-17.00	13	R10	12 ANCHOR LN	1	5	2001	2	1772	C+	AV	148,300	30-JAN-13	148,000	1.00
ED05-068.10-04-46.00	13	R10	312 WEST WIND DR	1	14	2001	1	1688	C+	AV	156,700	22-SEP-14	174,500	.90
ED05-068.10-04-63.00	13	R10	11 ANCHOR LN	1	5	2002	2	1596	C+	AV	154,100	28-FEB-13	171,500	.90
ED05-068.13-01-34.00	10	R10	509 N EAST AVE	1	14	1974	1	1300	C	AV	140,100	18-JUL-13	115,000	1.22
ED05-068.14-01-22.00	13	R10	234 FREAR DR	1	5	1964	2	1524	C+	AV	129,500	22-NOV-13	128,000	1.01
ED05-068.14-01-27.00	13	R10	1105 WHITE OAK RD	1	14	1964	1	1040	C	AV	135,200	11-OCT-13	129,000	1.05
ED05-068.14-01-32.00	13	R10	341 FREAR DR	1	5	1964	2	1650	C+	AV	165,900	30-DEC-13	160,000	1.04
ED05-068.14-01-33.00	13	R10	347 FREAR DR	1	14	1964	1	1202	C	GD	138,100	27-AUG-13	130,000	1.06
ED05-068.14-02-28.00	13	R10	317 MACARTHUR DR	1	5	1965	2	1524	C+	AV	130,500	26-FEB-13	150,000	.87
ED05-068.14-02-36.00	13	R10	205 MACARTHUR DR	1	5	1965	2	1524	C+	AV	125,900	25-OCT-13	127,606	.99
ED05-068.14-03-39.00	13	R10	234 MACARTHUR DR	1	5	1965	2	1524	C+	AV	122,400	07-JUL-14	135,000	.91
ED05-068.14-03-50.00	13	R10	1212 HARRISON DR	1	14	1964	1	1130	C	AV	122,400	30-APR-14	136,000	.9
ED05-068.15-02-03.00	6	R10	1390 OLD WHITEOAK RD	1	14	1963	1	1176	C	AV	139,700	31-JUL-14	137,500	1.02
ED05-068.15-02-09.00	6	R10	1398 OLD WHITEOAK RD	1	14	1994	1	1200	C	AV	125,800	17-NOV-14	140,900	.89
ED05-068.15-03-10.00	6	R10	1413 S HANCOCK AVE	1	3	1988	1.5	2156	C	AV	151,000	27-DEC-13	155,000	.97
ED05-068.15-03-66.00	6	R10	1424 HOPKINS AVE	1	5	1996	2	2160	C+	AV	155,800	14-OCT-13	140,000	1.11
ED05-068.15-04-05.00	6	R10	202 TEA PARTY TRL	1	13	2009	2	1800	B-	AV	144,200	08-MAR-13	160,000	.90
ED05-068.15-04-72.00	6	R10	295 TEA PARY TRL	1	13	2014	2	1914	B-	AV	152,300	28-AUG-14	155,000	.98

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-068.15-04-73.00	6	R10	293 TEA PARTY TRL	1	13	2014	2	1782	B-	AV	148,200	08-OCT-14	154,900	.96
ED05-068.15-04-75.00	6	R10	289 TEA PARTY TRL	1	13	2014	2	1914	B-	AV	153,500	22-SEP-14	155,000	.99
ED05-068.15-05-16.00	6	R10	207 TEA PARTY TRL	1	13	2012	2	1580	B-	AV	144,300	29-AUG-13	148,500	.97
ED05-068.15-05-17.00	6	R10	205 TEA PARTY TRL	1	13	2012	2	1580	B-	AV	144,300	06-MAY-14	154,900	.93
ED05-068.15-05-18.00	6	R10	203 TEA PARTY TRL	1	13	2012	2	1580	B-	AV	144,300	01-APR-13	155,000	.93
ED05-068.15-05-22.00	6	R10	125 REVOLUTIONARY BLVD	1	5	2014	2	1762	C	AV	162,200	28-AUG-14	170,000	.95
ED05-068.15-05-35.00	6	R10	120 REVOLUTIONARY BLVD	1	1	2012	2	1384	B-	AV	170,800	07-FEB-13	165,000	1.04
ED05-068.17-01-05.00	8	R10	505 N STATE ST	1	1	1910	2	2722	B+	AV	210,200	15-JUL-14	220,000	.96
ED05-068.17-01-10.00	8	R10	558 N AMERICAN AVE EXT	1	14	1960	1	1306	C+	GD	156,800	23-SEP-13	160,000	.98
ED05-068.17-01-23.00	8	R10	534 PENNSYLVANIA AVE EXT	1	14	1951	1	1662	C+	AV	148,900	26-MAR-13	177,500	.84
ED05-068.17-01-65.00	8	R10	41 WASHINGTON ST	1	1	1928	2	1430	C	GD	99,800	15-MAY-14	101,422	.98
ED05-068.17-02-19.00	8	R10	16 CLARA ST	1	5	1920	2	1944	B+	GD	180,300	27-SEP-13	179,000	1.01
ED05-068.17-02-32.00	8	R10	317 N BRADFORD ST	2	8	1930	2	3506	C+	AV	216,900	24-NOV-14	190,000	1.14
ED05-068.17-02-48.00	8	R10	222 N STATE ST	1	1	1900	2	2481	B+	GD	209,500	30-JAN-13	269,000	.78
ED05-068.17-02-61.00	8	R10	307 N STATE ST	1	5	1910	2	2688	B+	GD	206,400	31-MAR-14	200,000	1.03
ED05-068.17-02-64.00	8	R10	241 N STATE ST	1	1	1910	2	1870	B-	AV	130,600	23-DEC-13	130,000	1.00
ED05-068.17-03-40.00	8	R10	30 HAZEL RD	1	5	1938	2	3064	B+	VG	233,800	06-MAY-14	267,500	.87
ED05-068.18-02-41.00	7	R10	83 UPLAND AVE	1	14	1951	1	1188	C	AV	130,300	30-AUG-13	139,900	.93
ED05-068.18-02-66.00	7	R10	114 N HALSEY RD	1	14	1951	1	1400	C	AV	124,900	17-MAY-13	119,900	1.04
ED05-068.18-02-80.00	7	R10	46 N HALSEY RD	1	3	1951	1	1133	C	AV	107,400	08-DEC-14	90,000	1.19
ED05-068.18-03-24.00	7	R10	157 N HALSEY RD	1	14	1952	1	658	C	AV	70,600	31-OCT-14	60,000	1.18
ED05-068.18-03-68.00	7	R10	1008 E DIVISION ST	1	14	1954	1	1320	C	GD	113,200	29-JAN-13	149,900	.76
ED05-068.18-04-10.00	7	R10	51 MITSCHER RD	1	14	1954	1	1200	C	GD	109,300	27-DEC-13	108,000	1.01
ED05-068.18-04-27.00	7	R10	181 MITSCHER RD	1	14	2005	1	1248	C	AV	130,500	30-OCT-13	129,500	1.01
ED05-068.18-04-42.00	7	R10	52 SPRUANCE RD	1	3	1971	1	1075	C-	AV	109,100	24-JUL-13	97,000	1.12
ED05-068.18-05-13.00	7	R10	628 MAPLE PKWY	1	14	1956	1	1294	C	FR	119,100	29-DEC-14	139,000	.86
ED05-068.18-05-20.00	7	R10	44 N EDGEHILL AVE	1	14	1953	1	1212	C	AV	142,400	12-APR-13	130,000	1.10
ED05-068.18-05-25.00	7	R10	606 SPRING GARDEN ST	1	14	1993	1	1276	C	AV	120,600	24-OCT-13	122,000	.99
ED05-068.18-05-32.00	7	R10	35 N EDGEHILL AVE	1	3	1951	1	1310	C	AV	119,400	20-FEB-14	138,000	.87
ED05-068.18-05-62.00	7	R10	804 MAPLE PKWY	1	3	1951	1	1176	C	AV	112,700	24-NOV-14	123,000	.92
ED05-068.19-02-02.00	6	R10	106 LINDEN CT	1	8	1993	2	1232	C	AV	123,800	05-DEC-14	139,900	.88
ED05-068.19-02-47.00	6	R10	207 SHADYBROOK DR	1	8	1997	2	1640	C	AV	137,800	30-DEC-13	145,000	.95
ED05-068.19-05-55.00	14	R10	159 LEXINGTON PL	1	13	2010	3	2181	C+	GD	153,900	11-AUG-14	160,000	.96

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-068.19-05-75.00	14	R10	56 NICHOLAS DR	1	13	2011	3	2034	C+	GD	155,500	26-AUG-14	188,000	.83
ED05-068.19-05-78.00	14	R10	204 THORNTON ST	1	13	2006	3	2256	C+	GD	155,500	12-DEC-14	158,000	.98
ED05-068.19-05-80.00	14	R10	208 THORNTON ST	1	13	2006	3	2176	C+	GD	154,100	23-JUN-14	157,000	.98
ED05-068.20-01-09.00	14	R10	111 LEXINGTON PL	1	13	2011	3	2018	C+	GD	156,500	15-DEC-14	198,000	.79
ED05-068.20-01-17.00	14	R10	16 NICHOLAS DR	1	8	2006	1	1648	C+	GD	188,700	08-MAR-13	152,000	1.24
ED05-068.20-01-40.00	14	R10	215 THORNTON ST	1	13	2007	3	2274	C+	GD	153,100	18-JUL-14	159,900	.96
ED05-075.08-01-16.00	3	R10	103 TUCKET CIR	1	5	1998	2	2168	B-	AV	211,400	30-MAY-13	222,285	.95
ED05-075.08-01-38.00	3	R10	225 FALMOUTH WAY	1	14	1999	1	1905	B-	AV	197,300	18-OCT-13	204,250	.97
ED05-076.03-01-40.00	14	R10	19 CANNON MILL DR	1	5	2014	2	1588	B-	AV	194,300	28-AUG-14	225,000	.86
ED05-076.03-01-43.00	14	R10	115 E SHELDRAKE CIR	1	8	2006	2	1855	C+	AV	167,600	19-JUL-13	150,000	1.12
ED05-076.03-01-73.00	14	R10	128 W SHELDRAKE CIR	1	5	2007	2	1891	C+	AV	171,400	14-MAR-13	190,000	.90
ED05-076.03-01-85.00	14	R10	278 E SHELDRAKE CIR	1	8	2007	2	1855	C+	AV	167,500	29-AUG-14	164,100	1.02
ED05-076.03-02-32.00	14	R10	380 PARADEE DR	1	13	2007	2	1772	C+	AV	128,100	01-AUG-14	135,000	.95
ED05-076.03-02-38.00	14	R10	356 PARADEE DR	1	13	2007	2	1772	C+	AV	126,500	05-DEC-14	129,000	.98
ED05-076.03-02-42.00	14	R10	340 PARADEE DR	1	13	2007	2	1772	C+	AV	128,100	25-JUN-14	131,500	.97
ED05-076.03-02-72.00	14	R10	319 TRIBBITT ST	1	13	2009	2	1772	C+	AV	118,200	11-DEC-13	125,000	.95
ED05-076.03-04-04.00	11	R10	233 SAXONDALE LN	1	14	2007	1	2029	B+	AV	246,400	01-JUL-13	264,900	.93
ED05-076.03-04-07.00	11	R10	15 DERBYSHIRE CT	1	14	2007	1	1818	B+	AV	236,200	31-OCT-14	254,000	.93
ED05-076.03-04-40.00	11	R10	337 GILLIBROOK LN	1	6	2007	2	2888	B+	AV	219,700	06-OCT-14	225,000	.98
ED05-076.03-04-52.00	11	R10	417 BEUVALE LN	1	5	2008	2	2884	B	AV	244,600	10-OCT-14	260,000	.94
ED05-076.04-01-64.00	2	R10	420 ANN MOORE ST	1	13	2009	2	1643	C+	AV	163,000	20-AUG-13	171,000	.95
ED05-076.04-01-85.00	2	R10	522 ANN MOORE ST	1	13	2012	2	1760	C+	AV	169,700	26-DEC-13	188,000	.90
ED05-076.04-06-36.00	2	R10	413 ANN MOORE ST	1	13	2010	2	1280	C+	AV	142,400	28-MAR-13	150,000	.95
ED05-076.05-01-10.04	17	R10	18 MARSH CREEK LN	1	13	1998	2	1194	C	AV	115,600	02-JUN-14	133,000	.87
ED05-076.05-01-43.00	14	R10	261 N CAROLINE PL	1	5	1993	2	2204	B-	AV	176,200	25-NOV-14	180,000	.98
ED05-076.05-02-17.00	14	R10	33 STONEY DR	1	8	1986	2	1763	C+	AV	137,100	15-AUG-13	139,900	.98
ED05-076.05-02-18.00	14	R10	35 STONEY DR	1	8	1986	2	1763	C+	AV	135,100	17-SEP-13	133,000	1.02
ED05-076.05-02-40.00	14	R10	79 STONEY DR	1	8	1989	2	1406	C+	AV	129,400	15-NOV-13	150,000	.86
ED05-076.05-02-47.00	14	R10	5 BRIARWOOD CT	1	5	1987	2	2133	C	AV	157,600	23-MAY-14	180,000	.88
ED05-076.05-02-51.00	14	R10	30 TALLOWICK LN	1	14	1987	1	1392	C	AV	134,800	21-NOV-13	160,000	.84
ED05-076.05-02-52.00	14	R10	42 TALLOWICK LN	1	5	1987	2	1448	C+	AV	139,300	30-JAN-13	163,000	.85
ED05-076.05-03-40.00	14	R10	136 STONEY DR	1	8	1988	2	1394	C+	AV	129,200	27-NOV-13	150,000	.86
ED05-076.05-03-41.00	14	R10	134 STONEY DR	1	8	1988	2	1763	C+	AV	139,100	30-SEP-13	165,000	.84

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-076.05-03-50.00	14	R10	117 STONEY DR	1	8	1988	2	1406	C+	AV	131,100	01-MAY-13	120,000	1.09
ED05-076.05-03-60.00	14	R10	97 STONEY DR	1	8	1989	2	1394	C+	AV	130,300	22-NOV-13	145,000	.90
ED05-076.05-03-70.00	14	R10	110 STONEY DR	1	8	1989	2	1665	C+	AV	135,000	07-AUG-14	163,000	.83
ED05-076.05-06-38.00	14	R10	39 HEATHERFIELD WAY	1	8	1993	2	1847	C+	AV	141,600	25-JUN-13	155,000	.91
ED05-076.05-07-03.00	3	R10	220 PEBBLE VALLEY DR	1	5	1995	2	2753	B	AV	248,900	20-NOV-14	269,900	.92
ED05-076.05-07-14.00	3	R10	321 PEBBLE VALLEY PL	1	14	1996	1	2039	B-	AV	206,700	12-JUN-13	225,000	.92
ED05-076.05-07-30.00	3	R10	229 PEBBLE VALLEY PL	1	5	1996	2	2802	B+	AV	266,600	09-AUG-13	260,000	1.03
ED05-076.05-07-33.00	3	R10	223 PEBBLE VALLEY PL	1	5	1995	2	2451	B+	AV	240,700	18-JUN-13	210,000	1.15
ED05-076.05-07-35.00	3	R10	219 PEBBLE VALLEY DR	1	5	1994	2	2716	B	AV	246,300	22-OCT-13	247,500	1
ED05-076.05-08-10.00	3	R10	114 FALMOUTH WAY	1	14	1998	1	1882	B-	AV	188,900	17-JUN-13	192,500	.98
ED05-076.05-08-21.00	3	R10	120 CHELSEA WAY	1	14	1999	1	1853	B-	AV	188,600	06-DEC-13	204,000	.92
ED05-076.06-02-29.00	2	R10	305 STONE BROOK PL	1	13	1984	2	1040	C-	AV	81,600	30-DEC-13	79,900	1.02
ED05-076.06-02-37.00	2	R10	321 STONE BROOK PL	1	13	1984	2	1040	C-	AV	81,700	26-NOV-14	95,000	.86
ED05-076.06-02-76.00	2	R10	337 COLD SPRING PL	1	13	1984	2	1040	C-	AV	82,100	16-SEP-14	80,000	1.03
ED05-076.06-03-36.00	17	R10	224 GREEN BLADE DR	1	8	1984	2	1228	C+	AV	121,300	15-JUL-14	130,000	.93
ED05-076.06-03-39.00	17	R10	218 GREEN BLADE DR	1	8	1984	2	1240	C+	AV	120,000	22-MAY-13	114,800	1.05
ED05-076.06-03-51.00	17	R10	203 GREEN BLADE DR	1	8	1983	2	1240	C+	AV	118,500	19-JUL-13	123,500	.96
ED05-076.06-04-03.00	17	R10	37 LAMPLIGHTER LN	1	13	1983	2	1120	C	AV	101,500	29-NOV-13	86,000	1.18
ED05-076.06-04-20.00	17	R10	28 LAMPLIGHTER LN	1	13	1985	2	1364	C	AV	95,000	12-SEP-14	115,000	.83
ED05-076.06-05-10.00	17	R10	135 CONTINENTAL DR	1	5	1984	2	2353	B	AV	206,700	31-MAR-14	219,000	.94
ED05-076.06-05-11.00	17	R10	142 CONTINENTAL DR	1	5	1984	2	2332	B	AV	198,000	21-MAR-13	177,000	1.12
ED05-076.06-06-05.00	2	R10	10 CAROLINE PL	1	13	1985	2	1200	C-	AV	83,400	31-JUL-13	86,000	.97
ED05-076.06-06-06.00	2	R10	12 CAROLINE PL	1	13	1985	2	1200	C-	AV	83,400	31-OCT-14	87,000	.96
ED05-076.06-07-26.00	17	R10	418 GEORGE WASHINGTON DR	1	8	1989	2	1528	C	AV	132,400	06-DEC-13	137,500	.96
ED05-076.06-08-23.00	17	R10	111 PERIWINKLE DR	1	13	1995	2	1260	C+	AV	108,500	23-APR-14	113,900	.95
ED05-076.06-08-40.00	17	R10	145 PERIWINKLE DR	1	13	1995	2	1260	C+	AV	109,000	24-JUN-13	115,000	.95
ED05-076.06-08-54.00	17	R10	15 PERIWINKLE DR	1	13	1995	2	1260	C+	AV	108,000	28-APR-14	115,000	.94
ED05-076.06-08-60.00	17	R10	39 PERIWINKLE CT	1	13	1995	2	1260	C+	AV	109,500	03-OCT-13	120,000	.91
ED05-076.06-08-82.00	17	R10	102 PERIWINKLE DR	1	13	1994	2	1260	C+	AV	108,000	10-SEP-13	107,500	1.00
ED05-076.07-01-13.00	2	R10	103 JEFFERSON TER	1	13	1975	2	1314	C-	AV	96,400	26-FEB-13	102,000	.95
ED05-076.07-02-16.00	17	R10	6 PEWTER CT	1	5	1988	2	2348	B	AV	203,100	20-AUG-14	221,500	.92
ED05-076.08-02-31.00	9	R10	323 CECIL ST	1	14	1960	1	720	C-	GD	56,700	30-APR-14	75,000	.76
ED05-076.08-03-12.00	9	R10	118 N KIRKWOOD ST	1	1	1925	2	2328	C	AV	109,000	27-AUG-13	107,000	1.02

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-076.08-05-46.00	9	R10	32 N GOVERNORS AVE	1	1	1950	2	1372	C-	AV	77,600	25-DEC-13	83,600	.93
ED05-076.08-05-67.00	9	R20	13 S QUEEN ST	2	11	1935	2	1900	C	VP	45,400	30-APR-14	50,000	.91
ED05-076.09-01-12.00	16	R10	24 MIFFLIN RD	1	14	1960	1	1709	C	AV	169,800	01-DEC-14	160,000	1.06
ED05-076.09-02-12.00	14	R10	278 TRAFALGAR DR	1	13	2005	2	1848	C+	AV	128,700	20-JUN-13	110,000	1.17
ED05-076.09-02-45.00	14	R10	209 WESTOVER DR	1	5	2005	2	2016	C+	AV	170,800	15-JUL-13	190,000	.90
ED05-076.09-02-51.00	14	R10	452 NORTHDOWN DR	1	5	2005	2	2756	C	AV	165,700	15-OCT-14	170,000	.97
ED05-076.09-02-81.00	14	R10	403 WORCHESTER DR	1	5	2005	2	2048	C+	AV	189,900	01-JUL-14	171,000	1.11
ED05-076.09-03-09.00	14	R10	413 NORTHDOWN DR	1	5	2014	2	1994	C+	AV	193,700	22-SEP-14	207,990	.93
ED05-076.09-03-28.00	14	R10	360 NORTHDOWN DR	1	5	2008	2	1986	C+	AV	182,400	23-OCT-13	185,000	.99
ED05-076.09-03-60.00	14	R10	412 NORTHDOWN DR	1	5	2008	2	1994	C+	AV	183,900	15-APR-14	188,000	.98
ED05-076.09-03-66.00	14	R10	436 NORTHDOWN DR	1	6	2009	2	2305	C	AV	146,400	19-DEC-13	150,000	.98
ED05-076.10-01-32.00	16	R10	1261 S FARMVIEW DR	1	14	1987	1	1972	C	AV	149,700	07-JUN-13	160,000	.94
ED05-076.10-02-01.00	16	R10	101 MIFFLIN RD	1	16	1963	1	1766	C	AV	140,100	23-MAY-14	147,500	.95
ED05-076.10-02-50.00	16	R10	1444 WOODMILL DR	1	14	1990	1	1401	C+	AV	153,900	29-JAN-13	180,000	.86
ED05-076.10-02-66.00	14	R10	242 TRAFALGAR DR	1	13	2004	2	1848	C+	AV	127,400	02-JUN-14	135,000	.94
ED05-076.10-02-73.00	14	R10	228 TRAFALGAR DR	1	13	2004	2	1848	C+	AV	126,900	07-MAY-13	116,000	1.09
ED05-076.10-02-80.00	14	R10	235 TRAFALGAR DR	1	5	2005	2	2306	C+	AV	191,900	13-JUN-14	208,000	.92
ED05-076.10-03-05.00	16	R10	1409 S FARMVIEW DR	1	8	1988	2	1335	C+	AV	120,500	23-JUL-14	105,000	1.15
ED05-076.10-03-26.00	16	R10	1432 WOODMILL DR	1	8	1990	2	1445	C+	AV	127,100	26-FEB-14	148,500	.86
ED05-076.10-03-44.00	16	R10	1402 WOODMILL DR	1	8	1991	2	1453	C+	AV	128,400	23-MAY-14	138,000	.93
ED05-076.10-03-50.00	16	R10	1427 WOODMILL DR	1	8	1991	2	1453	C+	AV	131,400	28-FEB-14	119,000	1.10
ED05-076.11-01-32.00	2	R10	125 BERTRAND RD	1	11	2014	1	1800	C-	AV	108,100	22-FEB-13	125,000	.86
ED05-076.11-02-19.00	16	R10	1140 FORREST AVE	1	5	1977	2	1931	C	AV	139,700	23-JUN-14	153,000	.91
ED05-076.11-02-24.00	16	R10	1233 N FARMVIEW DR	1	3	1986	1	1631	C	AV	138,300	31-MAY-13	145,000	.95
ED05-076.11-02-30.00	16	R10	1173 N FARMVIEW DR	1	5	1990	2	1916	C	AV	141,400	15-OCT-13	145,000	.98
ED05-076.11-02-35.00	16	R10	1162 S FARMVIEW DR	1	5	1988	2	1916	C	AV	166,100	25-JUL-14	165,000	1.01
ED05-076.11-02-49.00	16	R10	1207 S FARMVIEW DR	1	5	1989	2	1739	C	AV	137,100	31-JUL-13	150,000	.91
ED05-076.11-02-57.00	16	R10	1226 N FARMVIEW DR	1	5	1987	2	1916	C	AV	143,100	03-MAY-13	149,900	.95
ED05-076.12-01-63.00	2	R10	114 DAVIS CIR	1	14	1963	1	924	C-	AV	111,300	30-AUG-13	115,000	.97
ED05-076.12-03-60.00	2	R10	735 W NORTH ST	1	14	1999	1	1222	C-	AV	113,700	10-JAN-14	115,000	.99
ED05-076.13-01-52.00	14	R10	142 THAMES DR	1	13	1996	2	1292	C+	AV	103,900	30-DEC-14	120,000	.87
ED05-076.13-02-09.00	14	R10	212 NORTHDOWN DR	1	5	2000	2	1843	C+	FR	134,000	07-OCT-13	124,500	1.08
ED05-076.13-02-12.00	14	R10	213 NORTHDOWN DR	1	5	1995	2	2020	C+	AV	168,900	16-DEC-13	193,500	.87

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-076.13-02-13.00	14	R10	211 NORTHDOWN DR	1	14	1995	1	1641	C+	AV	153,500	26-AUG-13	152,500	1.01
ED05-076.13-02-14.00	14	R10	209 NORTHDOWN DR	1	5	1995	2	2154	C+	AV	168,500	20-DEC-14	170,000	.99
ED05-076.13-02-25.00	14	R10	107 THAMES DR	1	13	1995	2	2048	C+	AV	114,800	30-APR-13	89,900	1.28
ED05-076.13-02-29.00	14	R10	115 THAMES DR	1	13	1995	2	2030	C+	AV	127,400	07-JAN-13	110,000	1.16
ED05-076.13-02-32.00	14	R10	121 THAMES DR	1	13	1995	2	2016	C+	AV	115,500	16-AUG-13	131,800	.88
ED05-076.13-02-52.00	14	R10	209 CHARRING CROSS DR	1	8	2000	2	1751	C+	AV	144,300	21-NOV-14	140,500	1.03
ED05-076.13-03-10.00	14	R10	315 CHARRING CROSS DR	1	13	1997	2	1854	C+	AV	122,600	01-APR-14	134,000	.91
ED05-076.13-04-11.00	14	R10	238 NORTHDOWN DR	1	13	1999	2	1364	C+	AV	119,700	29-AUG-14	127,000	.94
ED05-076.13-04-26.00	14	R10	270 NORTHDOWN DR	1	13	2001	2	1364	C+	AV	121,300	04-MAY-13	125,000	.97
ED05-076.13-04-40.00	14	R10	117 WESTOVER DR	1	13	2002	2	1364	C+	AV	122,300	15-JUL-14	129,000	.95
ED05-076.13-04-54.00	14	R10	102 WESTOVER DR	1	13	2001	2	1364	C+	AV	121,400	28-MAR-13	119,000	1.02
ED05-076.13-04-74.00	14	R10	318 NORTHDOWN DR	1	13	2002	2	1364	C+	AV	122,800	29-AUG-14	142,000	.86
ED05-076.13-05-19.00	14	R10	48 WESTOVER DR	1	5	2001	2	2824	C+	AV	191,600	08-MAY-14	205,000	.93
ED05-076.14-02-11.00	14	R10	208 TRAFALGAR DR	1	13	2004	2	1856	C+	AV	127,900	20-JUN-13	135,000	.95
ED05-076.14-02-16.00	14	R10	227 TRAFALGAR DR	1	14	2005	1	1328	C+	AV	151,900	05-DEC-14	167,000	.91
ED05-076.14-02-17.00	16	R10	196 MIFFLIN RD	1	3	2000	1.5	1509	C+	AV	171,100	03-AUG-13	180,000	.95
ED05-076.20-01-23.00	5	R10	49 SHERWOOD CT	1	16	1959	1	1626	C+	AV	153,700	30-APR-14	160,000	.96
ED05-076.20-01-35.00	5	R10	22 KONSCHAK AVE	1	16	1960	1	1626	C+	AV	150,200	05-SEP-13	175,000	.86
ED05-076.20-01-45.00	5	R10	5 KONSCHAK AVE	1	16	1960	1	1626	C+	AV	153,900	13-DEC-13	153,000	1.01
ED05-076.20-01-52.00	5	R10	923 SHANK RD	1	16	1960	1	1626	C+	AV	149,200	16-SEP-14	156,950	.95
ED05-076.20-02-02.00	12	R10	735 HOLLY DR	1	14	1955	1	2230	C	AV	180,500	31-OCT-14	209,000	.86
ED05-076.20-02-25.00	12	R10	1199 CHARLES DR	1	14	1962	1	1953	C	AV	139,000	29-AUG-14	115,000	1.21
ED05-076.20-02-47.00	12	R10	1131 OAK LN	1	14	1962	1	1716	C	AV	147,400	26-NOV-13	155,000	.95
ED05-076.20-02-49.00	12	R10	1115 OAK LN	1	16	1961	1	1704	C+	AV	144,700	14-MAR-13	136,500	1.06
ED05-076.20-02-61.00	12	R10	1146 WOODSEDGE RD	1	14	1961	1	1850	C	GD	161,100	30-SEP-14	193,000	.83
ED05-076.20-02-63.00	12	R10	1164 WOODSEDGE RD	1	5	1963	2	1802	B-	GD	177,000	31-MAR-14	189,000	.94
ED05-076.20-03-16.00	12	R10	543 WOODSEDGE RD	1	24	1961	2	1987	B	GD	190,200	01-OCT-13	209,000	.91
ED05-076.20-03-27.00	12	R10	1103 WESTVIEW TER	1	5	1961	2	2044	B	GD	182,400	30-AUG-13	217,000	.84
ED05-076.20-04-04.01	5	R10	523 WYOMING AVE	1	5	1930	2	1714	C+	GD	142,900	15-JUL-13	181,250	.79
ED05-076.20-04-16.00	5	R10	955 SHANK RD	1	14	1995	1	1732	C+	AV	172,500	15-MAR-13	182,000	.95
ED05-077.05-02-03.01	8	R10	186 PENNSYLVANIA AVE	1	8	1929	2	1796	B+	VG	164,900	06-SEP-13	179,900	.92
ED05-077.05-02-31.00	10	R10	10 PENNSYLVANIA AVE	1	3	1923	1	1578	C	AV	153,500	08-AUG-13	137,500	1.12
ED05-077.05-04-45.00	8	R10	6 KINGS HWY	1	5	1895	2	3430	A	GD	316,900	30-MAY-14	337,000	.94

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-077.06-01-13.00	8	R10	51 PARK DR	1	1	1940	1	1394	C+	AV	145,600	28-JAN-13	158,500	.92
ED05-077.06-01-17.00	8	R10	30 BAYARD AVE	1	3	1951	1.5	2263	B-	GD	209,500	14-FEB-13	219,000	.96
ED05-077.06-01-20.00	8	R10	21 BAYARD AVE	1	3	2007	1.5	2070	C+	GD	258,400	18-JUL-14	275,000	.94
ED05-077.06-01-21.01	8	R10	25 BAYARD AVE	1	6	1995	2	1872	B-	AV	182,800	29-APR-13	189,000	.97
ED05-077.06-01-23.00	8	R10	511 GREENHILL RD	1	3	1935	1.5	2235	B-	GD	201,100	15-DEC-14	210,000	.96
ED05-077.06-01-36.00	8	R10	534 GREENHILL RD	1	1	1941	2	1741	B-	AV	143,600	15-OCT-13	189,000	.76
ED05-077.06-01-38.00	8	R10	522 GREENHILL RD	1	5	1940	2	1752	B+	AV	154,700	27-AUG-13	158,000	.98
ED05-077.06-01-39.00	8	R10	516 GREENHILL RD	1	3	1940	1.5	1897	C+	AV	161,000	18-MAR-13	200,000	.81
ED05-077.06-01-65.00	8	R10	512 E LOOCKERMAN ST	1	14	1980	1	1344	C	FR	149,500	10-DEC-13	146,000	1.02
ED05-077.06-01-68.00	8	R10	452 E LOOCKERMAN ST	1	3	1952	1	1386	C+	AV	160,000	12-SEP-14	174,000	.92
ED05-077.06-02-07.00	7	R10	802 E DIVISION ST	1	14	1952	1	1528	C	AV	134,100	31-JAN-13	125,000	1.07
ED05-077.06-02-51.00	7	R10	808 S HALSEY RD	1	3	1953	1.5	1988	C	AV	178,600	10-NOV-14	205,000	.87
ED05-077.06-02-60.01	7	R10	783 E LOOCKERMAN ST	1	3	1981	1	2003	C	AV	167,300	15-JAN-13	155,000	1.08
ED05-077.06-02-80.00	7	R10	772 E LOOCKERMAN ST	1	3	1953	1.5	2252	C	AV	165,600	26-JUN-13	149,000	1.11
ED05-077.06-02-81.00	7	R10	780 E LOOCKERMAN ST	1	3	1954	1.5	2546	C	GD	196,700	18-APR-13	209,000	.94
ED05-077.06-02-86.00	7	R10	816 E LOOCKERMAN ST	1	3	1956	1	1601	C	GD	152,200	05-MAR-14	175,000	.87
ED05-077.07-01-36.00	6	R10	55 MORIARTY ST	1	13	2006	2	1296	C	AV	117,100	30-JAN-13	95,000	1.23
ED05-077.07-06-97.00	6	R10	131 NOB HILL RD	1	1	2011	2	3642	B-	AV	246,400	20-DEC-13	280,000	.88
ED05-077.07-08-27.00	6	R10	302 BLUECOAT ST	1	6	2013	1.5	2566	B+	GD	215,400	28-JUN-13	265,000	.81
ED05-077.09-05-65.00	4	R10	18 ELM TER	1	1	1925	2	1808	C+	GD	158,800	18-MAR-14	176,000	.90
ED05-077.10-02-19.00	2	R10	631 RIVER RD	1	14	1956	1	925	C-	FR	76,600	14-NOV-14	90,000	.85
ED05-077.11-02-30.00	6	R10	605 CRAWFORD AVE	1	5	1967	2	1686	C+	AV	163,500	18-JUN-14	174,900	.93
ED05-077.11-02-54.00	6	R10	618 ROBERTA AVE	1	14	1967	1	1130	C	AV	129,000	26-NOV-14	129,900	.99
ED05-077.11-02-57.00	6	R10	642 ROBERTA AVE	1	14	1967	1	1130	C	GD	137,800	15-OCT-13	150,000	.92
ED05-077.11-02-66.00	6	R10	663 ROBERTA AVE	1	5	1967	2	1544	C+	AV	149,300	10-OCT-14	172,000	.87
ED05-077.11-02-70.00	6	R10	631 ROBERTA AVE	1	5	1967	2	1483	C+	AV	155,500	21-OCT-13	160,000	.97
ED05-077.11-03-01.00	6	R10	102 MARGARET CT	1	5	1991	2	1332	C	AV	130,300	24-MAY-13	139,900	.93
ED05-077.11-03-34.00	6	R10	106 HOLMES ST	1	3	1992	1	1560	C	AV	145,100	14-JUN-13	152,000	.95
ED05-077.11-04-79.00	2	R10	475 BARRISTER PL	1	13	1972	2	1260	D+	FR	49,100	25-FEB-14	63,000	.78
ED05-077.11-05-12.00	6	R10	47 MER WAY	1	8	2007	2	2290	B-	AV	179,900	06-DEC-13	192,500	.93
ED05-077.11-05-26.00	6	R10	72 MER WAY	1	8	2013	2	2266	B-	AV	199,100	26-AUG-14	209,900	.95
ED05-077.11-05-27.00	6	R10	62 MER WAY	1	8	2013	2	2242	B-	AV	182,100	31-OCT-14	200,890	.91
ED05-077.11-05-28.00	6	R10	52 MER WAY	1	8	2013	2	2266	B-	AV	184,500	04-OCT-13	195,000	.95

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-077.11-05-30.00	6	R10	32 MER WAY	1	8	2013	2	2266	B-	AV	180,900	01-MAY-13	185,750	.97
ED05-077.11-05-31.00	6	R10	22 MER WAY	1	8	2013	2	2242	B-	AV	182,200	28-MAR-13	179,900	1.01
ED05-077.13-02-39.00	4	R10	803 S STATE ST	1	1	1927	2	1699	C	GD	146,000	18-JUL-14	145,000	1.01
ED05-077.13-02-53.00	4	R10	72 SACKARACKIN AVE	1	14	1950	1	1306	C	AV	137,400	19-JUL-13	148,500	.93
ED05-077.13-02-59.00	4	R10	46 SACKARACKIN AVE	1	3	1946	1	1176	C	AV	124,300	27-DEC-13	125,000	.99
ED05-077.13-02-66.00	4	R10	903 S STATE ST	1	1	1930	2	3121	C+	AV	195,000	28-FEB-14	190,000	1.03
ED05-077.14-01-42.00	8	R10	65 LAUREL DR	1	5	1978	2	2656	A-	AV	252,900	07-MAR-14	225,000	1.12
ED05-077.17-01-25.00	5	R10	817 N SUNSET DR	1	16	1959	1	1840	C+	AV	153,600	03-JUL-13	159,900	.96
ED05-077.17-01-45.03	5	R10	839 MONROE TER	1	14	1995	1	1704	C+	AV	163,500	06-JAN-14	180,000	.91
ED05-077.17-01-45.04	5	R10	847 MONROE TER	1	14	1993	1	1265	C+	AV	142,600	08-AUG-13	155,000	.92
ED05-077.17-02-13.00	5	R10	904 N SUNSET DR	1	16	1958	1	2039	C+	AV	186,800	09-DEC-14	208,000	.90
ED05-077.17-02-14.00	5	R10	916 N SUNSET DR	1	14	1959	1	1633	C	AV	158,900	13-NOV-14	150,000	1.06
ED05-077.17-02-18.00	5	R10	944 N SUNSET DR	1	16	1956	1	1846	C+	AV	159,900	19-NOV-13	173,000	.92
ED05-077.17-02-21.00	5	R20	966 N SUNSET DR	2	3	1951	1.5	1913	C	AV	133,200	21-MAR-13	142,500	.93
ED05-077.17-02-22.00	5	R10	411 WYOMING AVE	1	3	1950	1.5	1875	C	AV	169,900	25-APR-13	193,000	.88
ED05-077.17-02-36.00	5	R10	900 MONROE TER	1	5	1959	2	2338	C+	AV	182,700	30-JUL-14	160,000	1.14
ED05-077.17-02-52.00	5	R10	953 MONROE TER	1	16	1958	1.5	2135	C+	AV	168,700	30-AUG-13	165,000	1.02
ED05-077.17-03-16.00	4	R10	1054 S BRADFORD ST	1	3	1947	1	1154	C	AV	121,600	17-JAN-14	130,000	.94
ED05-077.17-03-18.00	4	R10	1062 S BRADFORD ST	1	3	1947	1	1156	C	AV	119,700	15-AUG-14	130,000	.92
ED05-077.17-03-36.00	4	R10	1051 S BRADFORD ST	1	3	1961	1.5	1696	C	AV	126,800	25-OCT-13	130,000	.98
ED05-077.17-04-36.00	4	R10	1017 S STATE ST	1	3	1942	1	1605	C	AV	134,300	15-AUG-14	136,000	.99
ED05-077.17-05-03.00	4	R10	77 MORRIS DR	1	14	1952	1	1112	C	AV	109,200	29-JUL-14	114,000	.96
ED05-077.17-05-04.00	4	R10	81 MORRIS DR	1	14	1952	1	1596	C	AV	134,200	07-JUL-14	117,000	1.15
ED05-077.17-05-41.00	4	R10	184 ORCHARD AVE	1	14	1952	1	1112	C	AV	93,500	18-OCT-13	110,880	.84
ED05-077.17-05-42.00	4	R10	178 ORCHARD AVE	1	14	1952	1	1780	C	VG	121,200	27-NOV-13	155,000	.78
ED05-077.17-05-61.00	4	R10	19 ROOSEVELT AVE	1	5	1940	2	1874	C	AV	133,000	31-JUL-14	122,000	1.09
ED05-077.18-01-34.00	4	R10	305 LOTUS ST	1	14	1965	1	1222	C	AV	154,600	31-JUL-14	164,000	.94
ED05-077.18-02-41.00	4	R10	140 EVERGREEN DR	1	14	1952	1	1112	C-	AV	107,800	22-NOV-13	96,000	1.12
ED05-085.06-01-18.00	11	R10	311 CRICKLE CREEK LN	1	5	2005	2	2232	B	AV	261,700	15-DEC-14	280,000	.93
ED05-085.06-01-19.00	11	R10	315 CRICKLE CREEK LN	1	5	2005	2	1998	B	AV	217,700	08-JUL-13	235,000	.93
ED05-085.06-01-28.00	11	R10	351 CRICKLE CREEK LN	1	5	2005	2	1933	B	AV	220,300	30-JUN-14	234,000	.94
ED05-085.06-01-47.00	11	R10	215 CANAL ST	1	5	2005	2	2651	B	AV	235,200	26-NOV-13	238,000	.99
ED05-085.08-01-19.00	12	R10	721 OAK LN	1	14	1962	1	2004	C	GD	195,100	17-JUL-13	205,000	.95

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-085.08-02-09.00	12	R10	132 BLUE BEACH DR	1	5	1965	2	1886	C+	AV	158,800	23-JUL-14	166,500	.95
ED05-085.08-02-32.00	12	R10	116 SHADOW CT	1	16	1964	1	1768	C+	GD	150,300	28-MAR-14	173,000	.87
ED05-085.08-02-40.00	12	R10	11 BAKER TRN	1	14	1964	1	1953	C	GD	177,100	19-JUL-13	179,900	.98
ED05-085.08-02-47.00	12	R10	228 WINTERBERRY DR	1	14	1965	1	1660	C	GD	165,000	25-JUL-13	172,000	.96
ED05-085.08-02-48.00	12	R10	226 WINTERBERRY DR	1	5	1965	2	2018	C+	AV	160,500	01-MAR-13	165,000	.97
ED05-085.08-02-67.00	12	R10	411 DOGWOOD CT	1	16	1964	1	1766	C+	AV	138,000	16-OCT-13	145,000	.95
ED05-085.08-03-22.00	12	R10	220 WINTERBERRY DR	1	16	1966	1	1666	C+	AV	147,100	27-FEB-13	174,000	.85
ED05-085.08-03-30.00	12	R10	204 WINTERBERRY DR	1	14	1967	1	1696	C	AV	173,000	01-JUL-13	183,000	.95
ED05-085.08-03-41.00	12	R10	215 WINTERBERRY DR	1	16	1966	1	1724	C+	GD	151,200	26-MAR-14	153,000	.99
ED05-085.08-03-43.00	12	R10	219 WINTERBERRY DR	1	16	1966	1	1892	C+	AV	145,700	01-FEB-13	161,000	.91
ED05-085.11-01-07.00	12	R10	555 GARTON RD	1	3	1930	1	806	C	AV	75,200	22-NOV-13	70,000	1.07
ED05-085.11-01-45.00	12	R10	162 TURNER DR	1	5	1968	2	1526	C+	AV	155,400	03-OCT-14	165,000	.94
ED05-085.11-01-50.00	12	R10	142 TURNER DR	1	14	1968	1	1103	C	AV	127,500	30-JAN-13	135,000	.94
ED05-085.11-01-52.00	12	R10	120 TURNER DR	1	14	1968	1	1103	C	AV	128,400	18-MAR-14	134,900	.95
ED05-085.12-01-25.00	12	R10	259 KESSELRING AVE	1	5	1965	2	1550	C+	AV	137,600	19-DEC-14	125,000	1.10
ED05-085.12-01-27.00	12	R10	245 KESSELRING AVE	1	5	1964	2	1802	C+	AV	139,000	18-OCT-13	158,000	.88
ED05-085.12-01-45.00	12	R10	252 KESSELRING AVE	1	5	1964	2	1550	C+	AV	137,500	18-OCT-13	161,900	.85
ED05-085.12-01-50.00	12	R10	288 KESSELRING AVE	1	5	1966	2	1500	C+	GD	160,500	04-MAR-14	178,900	.90
ED05-085.12-01-68.00	12	R10	366 ALDER RD	1	14	1966	1	1556	C	GD	137,400	15-NOV-13	144,000	.95
ED05-085.12-01-75.00	12	R10	345 KESSELRING AVE	1	5	1966	2	1660	C+	AV	134,400	31-JAN-13	132,900	1.01
ED05-085.12-01-77.00	12	R10	337 KESSELRING AVE	1	5	1968	2	1550	C+	AV	136,600	23-APR-13	141,000	.97
ED05-085.12-02-07.00	12	R10	413 ALDER RD	1	5	1967	2	1688	C+	AV	143,000	28-AUG-14	148,000	.97
ED05-085.12-02-59.00	12	R10	375 MOCKINGBIRD AVE	1	5	1968	2	1440	C+	GD	162,100	28-JUN-13	176,900	.92
ED05-085.12-02-87.00	12	R10	302 MOCKINGBIRD AVE	1	5	1969	2	2012	C+	AV	151,600	29-JUL-14	180,000	.84
ED05-085.12-04-18.00	12	R10	318 MAYBERRY LN	1	5	1979	2	1946	C	AV	166,000	10-JUL-13	139,900	1.19
LC05-058.14-01-01.101	1	R10	101 KURT DR	1	11	2003	1	1728	C-	GD	82,900	14-NOV-14	92,000	.90
LC05-058.14-01-01.109	1	R10	109 KURT DR	1	11	2004	1	1728	C-	GD	83,700	17-SEP-14	90,000	.93
LC05-058.14-01-01.118	1	R10	118 KURT DR	1	11	2006	1	1728	C-	GD	85,800	22-AUG-13	72,000	1.19
LC05-058.14-01-01.24	1	R10	24 HOLLAND CT	1	11	2001	1	1492	C-	AV	69,200	10-JAN-14	76,500	.90
LC05-058.14-01-01.313	1	R10	313 W PERSIMMON CIR	1	11	2002	1	1400	C-	GD	71,700	20-FEB-14	88,700	.81
LC05-058.17-04-20.00	1	R10	31 GORDON DR	1	11	1992	1	1080	D+	AV	63,900	19-JAN-14	63,000	1.01
LC05-058.18-01-02.00	1	R10	51 KAREN PL	1	11	2007	1	1344	C-	GD	81,900	18-JUL-14	99,900	.82
LC05-058.18-01-13.00	1	R10	62 KAREN PL	1	11	2006	1	1056	C-	GD	71,900	16-JUN-14	80,000	.90

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
LC05-058.18-01-44.00	1	R10	122 SUSAN PL	1	11	2011	1	1512	C-	GD	87,800	27-NOV-13	85,000	1.03
LC05-058.18-01-77.00	1	R10	116 BETH PL	1	11	2001	1	1052	C-	AV	74,900	10-JUL-14	84,900	.88
LC05-058.18-01-78.00	1	R10	118 BETH PL	1	11	1990	1	1404	D+	AV	75,800	19-APR-13	67,000	1.13
LC05-058.18-01-85.00	1	R10	131 BETH PL	1	11	1998	1	1344	D+	AV	73,100	28-AUG-14	68,000	1.08
LC05-058.18-02-01.142	1	R10	142 MAUREEN PL	1	11	2005	1	1620	C-	GD	79,100	25-FEB-14	77,000	1.03
LC05-058.18-02-01.511	1	R10	511 WEAVER DR	1	11	2003	1	1674	C-	GD	82,700	30-JUL-13	82,500	1.00
LC05-058.18-02-01.813	1	R10	813 FARRALL DR	1	11	2005	1	1296	C-	AV	67,200	01-JUL-14	65,000	1.03
LC05-068.00-01-12.00	6	R10	2068 WHITE OAK RD	1	14	1998	1	1512	C	FR	157,000	13-MAY-14	169,500	.93
LC05-068.00-01-37.00	6	R10	2355 WHITE OAK RD	1	14	1991	1	1100	C	FR	126,700	16-SEP-14	139,500	.91
LC05-068.08-01-06.00	3A	R10	101 MOURNING DOVE LN	1	9	1990	1.5	2639	C	AV	211,300	23-MAY-14	210,000	1.01
LC05-068.10-01-56.00	13	R10	346 WEST WIND DR	1	13	2000	2	1672	C+	AV	122,300	22-FEB-13	129,900	.94
LC05-068.10-01-59.00	13	R10	349 WEST WIND DR	1	8	1996	2	1739	C+	AV	139,800	27-SEP-13	138,000	1.01

STATISTICAL SUMMARY

SALES IN STUDY	474
TOTAL ASSESSED VALUE	76,583,700
TOTAL SALE PRICE	80,226,832
TOTAL ASSD VALUE / TOTAL SALE PRICE %	95.46
MEAN RATIO %	96.32
MEDIAN RATIO %	95.11
STANDARD DEVIATION	.09
COEFFICIENT OF DISPERSION - MEDIAN %	6.78
COEFFICIENT OF VARIANCE - MEAN %	9.09
PRD	1.009

SUMMARY BY SALE MONTH

SALE MONTH	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
2013/01	16	2,707,500	2,896,300	93.48	96.30	.13	95.82		13.55	1.03
2013/02	13	1,995,900	2,091,326	95.44	95.05	.08	94.15		8.06	1
2013/03	21	3,469,600	3,555,250	97.59	98.82	.12	96.85		11.81	1.01
2013/04	13	1,867,200	1,891,300	98.73	101.32	.11	96.72		11.03	1.03
2013/05	20	3,576,700	3,741,126	95.60	96.91	.06	95.42		6.5	1.01
2013/06	19	3,223,200	3,378,275	95.41	96.53	.1	94.67		10.12	1.01
2013/07	27	4,434,700	4,555,175	97.36	98.45	.10	95.95		10.16	1.01
2013/08	31	5,145,100	5,308,313	96.93	97.92	.08	96.78		7.98	1.01
2013/09	15	2,446,300	2,550,050	95.93	96.61	.08	98		8.39	1.01
2013/10	29	4,661,400	4,833,943	96.43	96.71	.08	97.52		8.13	1.00
2013/11	19	2,879,000	3,075,000	93.63	95.58	.1	94.86		10.39	1.02
2013/12	24	3,616,800	3,813,207	94.85	95.95	.06	96.36		6.02	1.01
2014/01	9	1,043,700	1,070,000	97.54	99.01	.09	98.74		9.11	1.02
2014/02	11	1,533,600	1,614,905	94.97	93.83	.10	95.53		10.9	.99
2014/03	22	3,919,700	4,149,438	94.46	94.68	.07	93.98		6.95	1.00
2014/04	17	2,551,400	2,770,661	92.09	91.83	.06	91.56		6.47	1
2014/05	18	3,047,100	3,248,822	93.79	94.81	.08	93.71		8.55	1.01
2014/06	17	3,053,000	3,259,765	93.66	93.86	.06	92.93		6.01	1.00
2014/07	27	4,044,600	4,123,700	98.08	98.24	.09	95.75		8.99	1.00
2014/08	29	4,865,700	5,262,360	92.46	93.78	.08	94.25		9.06	1.01
2014/09	18	2,972,900	3,124,840	95.14	95.10	.09	93.73		9.76	1
2014/10	19	3,158,900	3,303,886	95.61	96.54	.09	95.67		8.98	1.01
2014/11	22	3,374,000	3,470,390	97.22	96.62	.08	97.32		8.34	.99
2014/12	18	2,995,700	3,138,800	95.44	96.39	.11	94.66		11.05	1.01

SUMMARY BY NBHD

NBHD	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1	15	1,151,600	1,191,500	96.65	97.69	.11	100.24	9.7	11.34	1.011
10	21	3,063,800	3,169,000	96.68	97.56	.10	96.29	8.47	10.65	1.009
11	8	1,881,800	1,990,900	94.52	94.6	.02	93.77	1.92	2.45	1.001
12	34	5,176,300	5,492,300	94.25	95.34	.09	95.14	6.6	9.4	1.012
13	25	3,377,500	3,524,906	95.82	96.13	.06	97.1	6.07	6.7	1.003
14	57	8,374,800	8,773,090	95.46	96.37	.10	94.89	7.94	10.5	1.01
16	15	2,157,700	2,245,900	96.07	96.72	.08	95.06	6.38	8.55	1.007
17	43	7,618,000	7,923,242	96.15	96.52	.08	95.25	5.49	7.95	1.004
18	52	10,460,600	10,915,427	95.83	96.81	.07	95.32	6.51	7.72	1.01
2	24	2,557,900	2,664,390	96.00	96.84	.11	95.13	8.79	11.28	1.009
3	39	8,272,500	8,655,335	95.58	96.14	.07	95.78	5.52	7.7	1.006
3A	1	211,300	210,000	100.62	100.62		100.62	0	0	1
4	16	2,117,400	2,189,380	96.71	97.25	.1	96.67	7.87	9.83	1.006
5	16	2,542,200	2,694,600	94.34	94.76	.08	94.13	6.63	8.74	1.004
6	33	5,179,800	5,468,240	94.73	95.58	.07	94.85	5.19	7.73	1.009
7	19	2,504,000	2,564,200	97.65	99.53	.12	100.77	10.54	12.22	1.019
8	49	9,429,100	10,016,822	94.13	95.05	.09	94.43	6.9	9.47	1.01
9	7	507,400	537,600	94.38	94.52	.10	95.53	8.32	10.67	1.001

SUMMARY BY GRADE

GRADE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
A-VERY GOOD	2	645,500	690,600	93.47	93.49	.01	93.49	1.19	.84	1
A--VERY GOOD	6	1,846,400	2,002,000	92.23	93.74	.1	89.80	7.99	10.47	1.02
B-GOOD	54	11,748,800	12,339,023	95.22	95.53	.06	94.21	5.28	6.67	1.00
B+-GOOD +	29	6,236,900	6,651,179	93.77	94.22	.07	94.59	5.87	7.67	1.01
B--GOOD -	72	13,550,500	14,242,842	95.14	95.69	.08	95.39	5.65	8.01	1.01
C-AVERAGE	115	15,750,900	16,242,702	96.97	97.73	.09	95.79	7.39	9.61	1.01
C+-AVERAGE +	155	23,337,100	24,479,996	95.33	96.00	.09	94.83	6.8	9.18	1.01
C--AVERAGE -	36	3,137,200	3,254,990	96.38	97.14	.11	95.70	9.56	11.67	1.01
D+-BELOW AVE	5	330,400	323,500	102.13	101.92	.14	107.5	10.08	13.8	1

SUMMARY BY CDU

CDU	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
AV-AVERAGE	387	62,967,700	65,487,760	96.15	97.04	.09	95.41	6.66	8.82	1.009
FR-FAIR	11	1,169,500	1,229,000	95.16	95.78	.11	93.97	10.14	10.98	1.007
GD-GOOD	64	9,884,200	10,647,672	92.83	93.43	.09	94.08	6.99	9.67	1.006
VG-VERY GOOD	11	2,516,900	2,812,400	89.49	88.84	.06	88.81	5.18	6.42	.993
VP-VERY POOR	1	45,400	50,000	90.8	90.8		90.8	0	0	1

SUMMARY BY STYLE

STYLE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1-CONVENTION	25	4,218,800	4,450,810	94.79	96.38	.1	96.55	7.47	10.15	1.017
11-MODULAR	18	1,373,600	1,429,000	96.12	97.35	.11	96.62	10.27	11.23	1.013
13-TOWNHOUSE	77	10,489,100	10,993,590	95.41	96.31	.1	94.86	6.78	9.96	1.009
14-RANCH	86	13,025,800	13,786,014	94.49	95.47	.09	94.49	7.12	9.43	1.01
16-SPLIT LEV	25	3,673,700	3,871,250	94.90	95.66	.09	95.17	6.9	9.19	1.008
17-1.5 STORY	1	172,000	211,000	81.52	81.52		81.52	0	0	1
2-CAMP	1	87,000	88,000	98.86	98.86		98.86	0	0	1
24-THREE STO	1	190,200	209,000	91.00	91		91	0	0	1
3-CAPE COD	37	5,867,900	6,151,838	95.38	96.49	.08	95.06	5.99	8.37	1.012
5-COLONIAL	147	28,660,500	29,925,190	95.77	96.41	.08	94.72	6.38	8.22	1.007
6-CONTEMPORY	9	1,700,300	1,820,000	93.42	94.01	.06	96.72	3.81	6.32	1.006
8-DUPLEX	46	6,913,500	7,081,140	97.63	98.14	.09	96.84	7.57	9.39	1.005
9-LOG	1	211,300	210,000	100.62	100.62		100.62	0	0	1

SUMMARY BY YEAR BUILT

YRBLT	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1890	1	316,900	337,000	94.04	94.04		94.04	0	0	1
1900	2	318,700	363,000	87.80	97.03	.27	97.03	39.46	27.91	1.105
1910	3	547,200	550,000	99.49	99.74	.04	100.46	3.81	3.89	1.002
1920	9	1,442,200	1,493,822	96.54	98.09	.07	98.4	5.77	7	1.016
1930	11	1,816,100	1,901,250	95.52	96.96	.12	92.21	11.05	12.54	1.015
1940	13	1,742,300	1,898,500	91.77	92.80	.09	93.54	7.6	9.69	1.011
1950	43	6,031,800	6,358,180	94.87	96.56	.11	94.11	9.41	11.18	1.018
1960	73	10,566,800	11,206,656	94.29	94.85	.08	94.98	5.98	8.04	1.006
1970	38	6,221,000	6,171,190	100.81	101.56	.11	98.41	9.19	10.77	1.007
1980	60	9,701,000	10,196,200	95.14	95.77	.08	95.50	6.33	8.14	1.007
1990	82	12,992,400	13,537,135	95.98	96.81	.08	95.07	6.49	8.76	1.009
2000	5	744,900	763,900	97.51	98.24	.07	95.06	6.45	6.8	1.007
2001	7	883,400	932,900	94.69	94.46	.05	93.46	5.49	5.71	.998
2002	6	932,400	1,004,200	92.85	91.14	.07	92.33	7.05	7.48	.982
2003	3	387,600	417,400	92.86	93.92	.06	91.4	5.54	5.87	1.011
2004	6	933,200	972,000	96.01	96.86	.07	94.56	6.26	7.63	1.009
2005	17	3,268,300	3,384,101	96.58	98.15	.08	97.47	6.46	7.82	1.016
2006	11	1,869,200	1,818,800	102.77	105.08	.13	98.42	11.51	12.19	1.022
2007	12	2,097,200	2,220,800	94.43	94.29	.05	94.43	3.87	5.26	.998
2008	4	821,100	844,900	97.18	97.42	.02	98.21	2	2.36	1.002
2009	4	571,800	606,000	94.36	94.40	.03	94.94	2.89	3.31	1
2010	3	528,200	521,000	101.38	100.34	.08	96.19	7.79	8.28	.99
2011	6	1,098,200	1,235,885	88.86	89.95	.09	89.98	8.93	9.69	1.012
2012	6	981,400	1,041,400	94.24	94.61	.05	93.13	4.31	5.32	1.004
2013	32	6,709,300	7,070,652	94.89	95.34	.06	94.74	4.97	6.46	1.005
2014	17	3,061,100	3,379,961	90.57	91.04	.06	91.72	5.86	6.76	1.005

SUMMARY BY #LIVUNITS

LIV UNITS	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1	471	76,188,200	79,844,332	95.42	96.30	.09	95.11	6.77	9.07	1.009
2	3	395,500	382,500	103.40	99.48	.13	93.47	12.5	12.85	.962

SUMMARY BY PRICE RANGE

PRICE RANGE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
49,999	1	40,900	38,000	107.63	107.63		107.63	0	0	1
99,999	40	3,262,800	3,224,390	101.19	101.27	.14	101.78	11.36	13.37	1.001
149,999	143	18,333,400	18,697,408	98.05	98.33	.09	97.11	6.74	8.77	1.003
199,999	159	25,874,900	27,184,090	95.18	95.27	.08	94.93	6.29	8.64	1.001
249,999	91	18,832,300	19,843,022	94.91	94.95	.07	94.67	5.25	6.85	1
299,999	33	8,000,400	8,772,322	91.20	91.26	.05	92.22	4.53	5.74	1.001
349,999	3	881,600	944,000	93.39	93.34	.04	94.04	3.82	3.9	.999
499,999	4	1,357,400	1,523,600	89.09	89.25	.03	89.04	3.46	3.35	1.002

SUMMARY BY SFLA RANGE

SFLA RANGE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
999	11	911,600	953,500	95.61	97.81	.13	98.86	12.28	13.73	1.023
1,249	48	5,466,300	5,653,070	96.70	97.16	.08	95.66	6.59	8.32	1.005
1,499	71	8,717,200	9,199,322	94.76	95.72	.10	93.91	8.06	10.78	1.01
1,999	186	28,842,400	30,172,297	95.59	96.36	.08	95.35	6.4	8.74	1.008
2,499	112	21,583,100	22,658,064	95.26	96.12	.09	95.19	6.57	8.98	1.009
2,999	31	7,221,600	7,527,078	95.94	96.69	.07	95.55	6.18	7.63	1.008
999,999	15	3,841,500	4,063,501	94.54	95.67	.08	94.94	6.27	7.84	1.012

CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
ED05-057.00-01-16.01	C37	C30	1350 N DUPONT HWY								2,507,300	16-OCT-14	2,500,000	1.00
ED05-057.00-01-23.00	C37	C30	1225 N DUPONT HWY								991,800	24-JAN-14	1,295,000	.77
ED05-067.00-01-34.01	C36	C60	1005 COLLEGE RD								703,600	25-NOV-13	680,000	1.03
ED05-067.15-01-41.00	C36	C50	1003 WALKER RD								3,189,000	30-APR-14	3,000,000	1.06
ED05-067.15-05-34.00	C36	C60	725 WALKER RD								546,000	30-JAN-14	605,000	.90
ED05-067.18-01-79.00	C36	E80	1151 WALKER RD								647,200	12-APR-13	700,000	.92
ED05-067.19-02-02.15	C36	C67	874 WALKER RD								144,300	30-SEP-14	145,000	1
ED05-076.08-05-39.00	9	R0	35 N NEW ST	2							18,700	16-APR-13	15,000	1.25
ED05-076.08-05-68.00	C23	A90	30 S NEW ST	22							662,900	25-APR-14	665,000	1
ED05-076.12-02-51.00	C38	C00	122 S KIRKWOOD ST								12,100	28-MAR-14	12,900	.94
ED05-076.15-01-01.00	C39	I20	100 ENTERPRISE PL								5,129,700	10-APR-14	5,200,000	.99
ED05-077.05-01-17.00	C23	C60	6 N BRADFORD ST								233,300	21-JAN-14	240,000	.97
ED05-077.05-02-26.00	C41S	A90	1 N AMERICAN AVE								911,400	16-AUG-13	910,000	1.00
ED05-077.05-04-32.00	C41S	C60	33 S STATE ST								480,500	15-JAN-14	485,000	.99
ED05-077.05-04-39.00	C41S	C60	3 AMERICAN AVE								211,300	30-SEP-13	210,000	1.01
ED05-077.06-02-72.01	C37	C30	223 S DUPONT HWY								1,260,900	28-MAR-13	1,214,394	1.04
ED05-077.09-01-48.00	C23	C30	147 S NEW ST								96,100	29-AUG-14	100,000	.96
ED05-077.09-01-55.00	C41	C30	211 W LOOCKERMAN ST	2							157,900	20-MAY-14	155,000	1.02
ED05-077.09-01-65.00	C41	C30	226 W LOOCKERMAN ST	2							181,400	04-JAN-13	165,000	1.10
ED05-077.09-04-04.00	C41	C30	134 W LOOCKERMAN ST	2							226,800	28-OCT-13	225,000	1.01
ED05-077.09-04-46.00	C40	C30	321 S GOVERNORS AVE								193,300	27-JUN-13	210,000	.92
ED05-077.13-01-28.00-	C40	C67	642 S QUEEN ST								919,600	14-MAR-14	600,000	1.53

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
701														
ED05-077.14-01-32.00	3A	R0	74 LAUREL DR								60,500	27-AUG-13	75,000	.81
ED05-077.17-01-58.00	C32	C60	811 S GOVERNORS AVE								281,000	24-NOV-14	275,000	1.02
ED05-077.17-03-43.00	C32	C60	818 S STATE ST	1	11	1960	1	1162	C	AV	451,100	20-JAN-14	450,000	1.00
ED05-077.18-02-69.00	C37S	C70	1117 S DUPONT HWY								610,200	03-OCT-13	775,000	.79
ED05-078.00-01-10.01	C36LC	C90	10 MAGGIES WAY								592,500	14-SEP-14	585,000	1.01
ED05-086.00-02-07.04	C39	C60	22 OLD RUDNICK LN								924,400	19-MAY-14	905,000	1.02

STATISTICAL SUMMARY

SALES IN STUDY	28
TOTAL ASSESSED VALUE	22,344,800
TOTAL SALE PRICE	22,397,294
TOTAL ASSD VALUE / TOTAL SALE PRICE %	99.77
MEAN RATIO %	100.21
MEDIAN RATIO %	100.20
STANDARD DEVIATION	.14
COEFFICIENT OF DISPERSION - MEDIAN %	7.98
COEFFICIENT OF VARIANCE - MEAN %	13.95
PRD	1.004

SUMMARY BY SALE MONTH

SALE MONTH	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
2013/01	1	181,400	165,000	109.94	109.94		109.94			1
2013/03	1	1,260,900	1,214,394	103.83	103.83		103.83			1
2013/04	2	665,900	715,000	93.13	108.57	.23	108.57		20.98	1.17
2013/06	1	193,300	210,000	92.05	92.05		92.05			1
2013/08	2	971,900	985,000	98.67	90.41	.14	90.41		15.24	.92
2013/09	1	211,300	210,000	100.62	100.62		100.62			1
2013/10	2	837,000	1,000,000	83.7	89.77	.16	89.77		17.38	1.07
2013/11	1	703,600	680,000	103.47	103.47		103.47			1
2014/01	5	2,702,700	3,075,000	87.89	92.67	.1	97.21		10.56	1.05
2014/03	2	931,700	612,900	152.02	123.54	.42	123.54		34.04	.81
2014/04	3	8,981,600	8,865,000	101.32	101.54	.04	99.68		4.09	1.00
2014/05	2	1,082,300	1,060,000	102.10	102.01		102.01		.19	1
2014/08	1	96,100	100,000	96.1	96.1		96.1			1
2014/09	2	736,800	730,000	100.93	100.4	.01	100.4		1.24	1
2014/10	1	2,507,300	2,500,000	100.29	100.29		100.29			1
2014/11	1	281,000	275,000	102.18	102.18		102.18			1

SUMMARY BY NBHD

NBHD	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
3A	1	60,500	75,000	80.67	80.67		80.67	0	0	1
9	1	18,700	15,000	124.67	124.67		124.67	0	0	1
C23	3	992,300	1,005,000	98.74	97.66	.02	97.21	1.84	1.88	.989
C32	2	732,100	725,000	100.98	101.21	.01	101.21	1.92	1.36	1.002
C36	5	5,230,100	5,130,000	101.95	98.4	.07	99.52	6.8	7.02	.965
C36LC	1	592,500	585,000	101.28	101.28		101.28	0	0	1
C37	3	4,760,000	5,009,394	95.02	93.57	.15	100.29	13.58	15.83	.985
C37S	1	610,200	775,000	78.74	78.74		78.74	0	0	1
C38	1	12,100	12,900	93.80	93.8		93.8	0	0	1
C39	2	6,054,100	6,105,000	99.17	100.40	.02	100.40	3.48	2.46	1.012
C40	2	1,112,900	810,000	137.40	122.66	.43	122.66	49.91	35.29	.893
C41	3	566,100	545,000	103.87	104.20	.05	101.87	4.49	4.8	1.003
C41S	3	1,603,200	1,605,000	99.89	99.95	.01	100.15	.77	.8	1.001

SUMMARY BY GRADE

GRADE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
C-AVERAGE	1	451,100	450,000	100.24	100.24		100.24	0	0	1

SUMMARY BY CDU

CDU	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
AV-AVERAGE	1	451,100	450,000	100.24	100.24		100.24	0	0	1

SUMMARY BY STYLE

STYLE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
11-MODULAR	1	451,100	450,000	100.24	100.24		100.24	0	0	1

SUMMARY BY YEAR BUILT

YRBLT	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1960	1	451,100	450,000	100.24	100.24		100.24	0	0	1

SUMMARY BY #LIVUNITS

LIV UNITS	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1	1	451,100	450,000	100.24	100.24		100.24	0	0	1
2	4	584,800	560,000	104.43	109.32	.11	105.91	10.05	10.08	1.047
22	1	662,900	665,000	99.68	99.68		99.68	0	0	1

SUMMARY BY PRICE RANGE

PRICE RANGE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
49,999	2	30,800	27,900	110.39	109.24	.22	109.24	28.26	19.98	.989
99,999	1	60,500	75,000	80.67	80.67		80.67	0	0	1
149,999	2	240,400	245,000	98.12	97.81	.02	97.81	3.5	2.47	.997
199,999	2	339,300	320,000	106.03	105.91	.06	105.91	7.62	5.39	.999
249,999	4	864,700	885,000	97.71	97.67	.04	98.92	4.1	4.19	1
299,999	1	281,000	275,000	102.18	102.18		102.18	0	0	1
499,999	2	931,600	935,000	99.64	99.66	.01	99.66	1.17	.83	1
9,999,999	14	19,596,500	19,634,394	99.81	100.51	.18	100.22	10.29	17.58	1.007

SUMMARY BY SFLA RANGE

SFLA RANGE	# SALES	APPR VALUE	SALE PRICE	A/S RATIO%	MEAN%	STDDEV	MEDIAN %	COD %MEDIAN	COV %MEAN	PRD
1,249	1	451,100	450,000	100.24	100.24		100.24	0	0	1

NOTICE OF PROPERTY REVALUATION

OFFICE OF THE ASSESSOR
Dover, Delaware

Date of issue: 02/13/15

Parcel identification
ED05-077.09-04-53.00
Property Class
C1
Property Location
100 W NORTH ST

TO: VON CROY RUDOLPH

C/O COLONIAL INVESTMENT
9 E LOOCKERMAN ST STE 202
DOVER, DE 19901

TOTAL 2015 ASSESSED VALUE

$54,600

In accordance with Dover City's Charter, the City has completed a revaluation of all real property effective for the 2015 Tax Roll. Your new assessment is based on 100% of the current fair market value of your property, as of January 1, 2015.

IMPORTANT – THIS IS NOT A TAX BILL. THE TAX RATE WILL CHANGE; THEREFORE, DO NOT MULTIPLY YOUR NEW ASSESSMENT BY THE CURRENT RATE.

The 2015 assessments have been developed using recent valid market sales and economic data. The previous assessment was NOT a factor in determining the 2015 assessed value, and therefore cannot be considered as a basis for an appeal.

EXEMPTIONS – Tax exemptions are NOT reflected in the above assessment. Any exemptions for which you are eligible WILL BE adjusted and applied to your next tax bill, provided proper application has been made. Senior Citizen Property Tax Reduction benefits DO NOT appear on the notice, but will be applied, if applicable, as in the past.

INFORMAL REVIEW BOARD – Tyler Technologies, the revaluation firm that worked with the Assessor on the City's 2015 revaluation project, will make appraisal personnel available for the purpose of reviewing property values with taxpayers. **Reviews will be scheduled by appointment only**. The appraisers will discuss market value. They will not be able to discuss tax rates or estimated tax bills. A change in value will be considered if the owner can demonstrate that the appraised value is in excess of market value. **A request for review must be made by March 4, 2015**. Appointments may be made with Tyler by calling the following phone number Monday through Friday between **9:00AM** and **4:00PM**. Patience is advised, as the phone lines might initially be busy; they will free up in time. **When calling for an appointment, please have this letter before you, as it contains information necessary to track your property.**

800-497-6026

Formal Appeal Process – If you are not satisfied with the results of the informal review with Tyler, you may appeal to the Dover Tax Assessor between April 1, 2015 and April 30, 2015. Applications for this appeal will be available in the Assessor's Office on April 1, 2015.

SPECIAL DOVER HUMAN RELATIONS COMMISSION

The Special Dover Human Relations Commission (DHRC) meeting was held on January 9, 2015 at 10:10 a.m. with Chairman Wilson presiding. Members present were Mr. Henderson, Ms. Hicks, Mr. McGiffin (departed at 11:04 a.m.), Mr. Ruane, Mr. Roach (arrived at 10:27 a.m.), and Ms. Smith (arrived at 10:16 a.m.). Mrs. Sadusky and Ms. Stewart were absent.

Mr. Wilson requested a moment of silence for the men and women serving in the City of Dover Police Department as they start off the year 2015.

AGENDA ADDITIONS/DELETIONS
By unanimous consent, the agenda was approved as submitted.

Discussion - City Meetings with Interdenominational Ministerial Alliance (IMA) of Dover and Vicinity, Inc. and IMA Committees (Mayor Christiansen)
Chairman Wilson stated that, during a meeting held earlier in the morning with the DHRC Government Policy, Programs, and Practices (GPPP) Committee, Mayor Christiansen had provided information regarding the Interdenominational Ministerial Alliance (IMA). The Mayor had advised members that he was meeting with the IMA and desired to ensure that community concerns regarding jobs, housing, education, police issues and other matters were heard. Mr. Wilson stated that the DHRC was invited to attend IMA meetings and encouraged representatives to participate. He stated there would be more discussion regarding the differences between the roles of the DHRC and the IMA and its committees.

Discussion - Implementation of the DHRC 2015-2018 Strategic Plan Committee Objectives
Mr. Ruane stated his understanding that the goal was to coordinate between the various DHRC committees and determine if there was some overlap in terms of what is being proposed for them. Mr. Wilson stated his desire to make sure that the committees were making plans for the entire year and that everyone was on the same page in terms of getting things done. He requested each committee chair to provide an overview of the things they could initially begin or accomplish in regard to the DHRC 2015-2018 Strategic Plan.

Mr. Ruane explained that, during the Government Practices, Policies, and Procedures (GPPP) Committee meeting held earlier in the day, the GPPP Committee, City Manager, Mayor, and Council President discussed the GPPP memorandum dated October 16, 2014, regarding the Preliminary Draft Work Plan for Completing Long-term Objective A-1 of the Strategic Plan 2015-2018. *[Clerk's Office Note: This memorandum was discussed during the DHRC meeting of October 28, 2014, as part of the GPPP Committee meeting report.]*

Mr. Ruane stated that the City Manager, Mayor, and Council President were advised that the DHRC hoped to perform an assessment, or organizational survey, to find out about the current state and climate of diversity and inclusion in the City of Dover so that they could make recommendations to management and Council regarding improvements for City programs. Mr. Ruane indicated that the City Manager, Mayor, and Council President had indicated that they looked forward to working with the DHRC to set up a senior leadership team within the City to conduct this survey and assessment. Noting that the Communications Committee had proposed to look at the City's diversity training, Mr. Ruane stated that this would be included in the assessment and there would be an opportunity for feedback from the DHRC's participants of those diversity training mini-sessions. He assured the

Communications Committee that the GPPP Committee would include this in their first steps. He stated that the GPPP Committee was hoping to engage with employees as the assessment process moves along. Mr. Ruane stated that, although the GPPP Committee had only three (3) members, any other member of the DHRC could work with them and they would regularly report back to the Commission on the status of this project.

Mr. McGiffin stated that the GPPP Committee also intended to reach out to local higher education institutions to try to generate interest in working with the Committee on this project. Ideally, this project would fit in with the discipline of a graduate student looking for a thesis subject. This student could then provide expert assistance in putting together the survey instrument used to address the staff in the City and collect and analyze data. Mr. McGiffin indicated that the City had authorized the GPPP Committee to do this.

Responding to Ms. Smith, Mr. McGiffin stated that it was hoped that the instrument developed would be broad based to address diversity in many different areas, including how the City relates internally and externally to stakeholders, vendors, and others.

Mr. Wilson stated that Mayor Christiansen indicated that he was initially going to develop an instrument to be used to examine the history of the City from the perspective of the older population, in terms of determining what worked well in the past and what is working now. He would also be looking at the police accreditation report and how that will change the way things are done.

Mr. Ruane felt it important for all commissioners to look at the proposed survey questions included in *Reinventing Diversity, Transforming Organizational Community to Strengthen People, Purpose, and Performance* by Howard J. Ross, Chapter 12, "Creating Cultures that Work," as discussed during the DHRC meeting of October 28, 2014. He suggested that members consider ways of reframing those questions or provide their ideas for additional questions to the GPPP Committee.

Mr. Ruane stated that, in terms of avoiding overlap with the Communications Committee when reaching out to the City employees, the first contact employees would have with the DHRC would be through this organizational survey. He advised members that part of the methodology would be to have a focus group and get smaller groups of employees to speak to the GPPP. He suggested that every member of the DHRC engage in this process with the City organization.

Responding to Ms. Smith regarding the timing of working with the focus group, their function and the kind of data that would be gathered from them, Mr. McGiffin stated that the schedule had not been worked out yet and he was unsure if the focus group would be used before the survey. The purpose of the focus group and survey would be the same: to determine how the City is responding to various issues of diversity so that the DHRC can report on "where the City is at" and make suggestions on where it should go. Mr. McGiffin stated that it had not yet been decided who would participate in the survey and in the focus group. He reiterated that it was hoped to get input from one (1) of the local educational institutions which might have definite ideas; however, he felt that it made sense to use a couple of different modalities.

Mr. Henderson stated that, based on the discussion at the GPPP Committee meeting held earlier in the morning, the Mayor and City Manager were on board to provide their assistance, background, staff leadership, and legitimacy, and the Mayor assured transparency of all agencies and access. Mr. Wilson stated that the assurances that he heard from the Mayor, Council President, and City Manager indicated they were open, wanted to listen, and were sensitive and ready to move forward. They were looking for outside agencies as funding sources, to include local resources like Delaware State University and governmental resources such as the Department of Justice.

Mr. Wilson stated his opinion that a summation and a timeline of things to be done was needed, noting that clarity comes from summarizing and making sure that each committee has a responsibility for what is being discussed within this group, and clarity on a possible meeting within each committee to come up with some outcomes in relation to the strategic plan.

Ms. Smith noted that a lot of work had been done; however, she was unsure if a communications infrastructure both online and offline was in place to support this great effort, noting that an effort may not be successful if infrastructure is not in place. She questioned where in the City people would go to understand these efforts.

Mr. Ruane questioned what the Communications Committee could put in place to make this happen and the timeline when the website could provide an outreach to the larger community to gain an understanding about how they perceive the City's organization in terms of outreach, diversity and inclusion. He indicated that he was not aware of any mechanism currently in place to do this. Responding, Mr. Scott Koenig, City Manager, stated that at this point the City did not have an active website manager. In order for the DHRC to understand how to modify the DHRC section of the City's website, Mr. Koenig stated that members would sit down with the City Clerk's Office, IT staff, and himself and decide what access is needed and how information would be reviewed before it goes online. He indicated that some type of review would be needed, but expressed the desire to make sure that the issues that are coming up through the community were being addressed.

Mr. Koenig stated the need to get the leadership team set up, have a few meetings with the Commission, introduce the leadership team to the committee chairmen so that a personal relationship could be developed and it could be determined how to get this information where it needs to go. He acknowledged that there is an internal communication problem within the City, stating that a lot of the issues that affect the City come down to communication. Mr. Koenig felt that this process would be a challenge since it had not been done before but concurred with Ms. Smith regarding the importance of communication.

Mr. Ruane stated this was an example of how the tasks of the GPPP Committee would be integrated with those of another committee, noting that the Community Engagement Committee would hopefully identify what external organizations or individuals in the community should be included in the discovery process of how the City is engaged in diversity and inclusion. He questioned if the Community Engagement Committee knew who should be included as external stakeholders. Mr. Ruane hoped that the Community Engagement Committee would be able to identify individuals and organizations that should be brought in to do a separate survey or be a focus group to tell the City what the citizens think. He felt that there was an opportunity for each of the DHRC committees

to participate in the overall goal to complete the survey. Mr. Ruane explained that the methodology proposed on Page 3 of the GPPP memorandum dated October 16, 2014, was to include not only survey questionnaires but observations, interviews, focus groups, and desk reviews.

Mr. Wilson questioned when the leadership team could be established, as well as a meeting date and time. Responding, Mr. Koenig stated that he could provide a recommendation for a leadership team in 30 days, and agreed to establish a time and date for that meeting and to collaborate on an agenda.

Mr. Wilson stated that the committee chairs and DHRC members could be part of this meeting and requested that Mr. Ruane prepare a one (1) page action outline for that meeting. For clarification, Mr. McGiffin stated his understanding that this would be a one (1) page document listing the things the leadership team is going to do.

Mr. Ruane suggested that the team's first assignment would be to read *Reinventing Diversity, Transforming Organizational Community to Strengthen People, Purpose, and Performance* by Howard J. Ross, noting that he had been presenting the concepts in the book in outline form.

Mr. Ruane questioned if the other committees had additional activities that they would like to engage in during the next six (6) months, in tandem with the efforts already discussed, stating that these efforts were not meant to be the total work of the Commission.

Ms. Smith stated her opinion that the assessment was a major undertaking and may be a year-long project, working collaboratively, in terms of marketing it, engaging the community, creating "the buzz," and performing the research. She stated that the task of looking at a massive organization to determine if it is functioning well in terms of diversity would entail looking at the internal individuals, external customers, and leadership, which would involve three (3) different components and three (3) totally different surveys. In addition, Ms. Smith noted that the DHRC would be attempting to engage a community that may not really be engaged. She questioned how the community could be engaged, what events would be offered to engage them in the process, and how the media could be brought on board to partner with the DHRC to run ads or articles. In her opinion, this was a "huge" endeavor and the DHRC could not work on anything else but this.

Mr. Henderson stated that the community's historical perspective must also be considered. Ms. Smith concurred, stating that this was an additional area to research. Mr. Henderson indicated that during the DHRC meeting of October 28, 2014, he had suggested having observances that are culturally sensitive throughout the year which are related to history; however, he felt that the DHRC must "go a lot deeper than that."

Mr. Wilson stated that he would take the initiative to work on an outline of things for consideration, pass it through Mr. Ruane, and proceed from there. With the City Manager getting the leadership team together, Mr. Wilson felt it important to focus on the agenda for that meeting.

Noting that some members had arrived late to the meeting, Mr. Wilson reiterated that, during a GPPP meeting held earlier in the day with the City Manager, Mayor, and Council President, Mayor Christiansen had provided a briefing on the operation of the Interdenominational Ministerial

Alliance (IMA), its committees, and how it was working with the City. There had been discussion about the DHRC and the IMA in terms of the objectives of their committees and whether or not the DHRC would be an integral part of what the IMA was planning or suggesting. Mr. Wilson stated that the Mayor and the City believed that voices need to be heard, that the City should not get into a liability issue, and that matters should be brought up that the groups can work on collaboratively. Mr. Wilson reiterated that Commissioners were invited to attend IMA meetings and be a part of what is going on. He indicated his desire to ensure that there is no duplication. Mr. Wilson also advised members of the recent development of the new Department of Justice Office of Civil Rights and Public Trust and questioned how that might play into the DHRC.

Mr. Ruane explained that he attended the first meeting of the IMA, which consists of a group of ministers and others who are social action committee chairs of their churches, some in the City and some not. He stated that some of the topics discussed at the meeting were the same topics discussed by the DHRC. Mr. Ruane noted that the IMA had discussed issues with the police, and he had provided the IMA Chair with information regarding the City of Dover Police Department accreditation review; however, no members of the IMA attended the review. Mr. Ruane requested clarification regarding the DHRC role in regard to the City's Police Department, noting his understanding that the DHRC would engage with the Police Department during their survey, particularly to discuss community relations.

Noting that Mr. Wilson had indicated that members were welcome to come to IMA meetings, Mr. Ruane questioned what role the DHRC would play and what Mr. Wilson wanted the DHRC to do. Responding, Mr. Wilson stated that he was not suggesting that members do anything. He stated that the IMA's meetings are open and he would like to know about them for informational purposes. For example, the IMA's agenda for their December 15, 2014 meeting reflected that they have a committee on jobs, on which Senator Brian Bushweller was serving, and other committees dealing with housing, education, and with police issues. Mr. Wilson felt it was interesting that these were some of the same things the DHRC may discuss as far as committees. He also questioned if there would be a conflict in looking at liability issues. Mr. Wilson stated that the DHRC would function according to the City Code; however, there would be people in the community, particularly in the African American community, questioning what the DHRC does versus what the IMA does. He indicated that he was speaking on behalf of those voices he had heard in the community who were concerned about the IMA versus the DHRC; however, he stated that it should not be "us against them." Mr. Wilson stressed the need to work jointly and questioned how this should be expressed to a group that is working with the Mayor and not coming to the DHRC. He stated that he wanted to see everyone working together.

Ms. Smith stated that the DHRC would require all "hands on deck" to execute their plan, noting that members of the DHRC and a graduate student, if offered by a university, could not execute this plan alone; a team was needed. She questioned how the DHRC and IMA could work collaboratively. Ms. Smith felt that the issue of diversity was a piece of what the IMA was trying to accomplish, and it was her belief that everyone was trying to accomplish the same thing in the end. She stated that the DHRC would need to invite the IMA to work together. She noted that there may be other groups with serious concerns and the DHRC would have to do outreach, which would require systems in place for communication and community engagement. Ms. Smith explained that when the

leadership team is brought together, one (1) of the first tasks would be to determine the strategic plan for implementation, including determining the groups that the DHRC can engage that would see this as a common goal. Ms. Smith stated that sometimes people need a personal phone call in order to become involved. She expressed her hope that the DHRC could engage the Mayor to bring everyone together. This is what she saw as a community working towards a common goal, such as the Mayor's motto: "I believe in Dover," and questioned why, if everyone wants the same thing, there were separate pockets.

Mr. Ruane questioned if it was the desire of members to invite the IMA to a DHRC meeting. Responding, Ms. Smith expressed her opinion that this should be done by leadership, possibly Commissioner Wilson.

Mr. Wilson stated that this was not a "one (1) man invitation situation" and preferred the City leadership and the committee chairs to have this discussion. He felt that it should not be the DHRC against or for the IMA, that "it has to come under one tent" in order to get it done. Mr. Wilson believed that the IMA and the DHRC each had an agenda, and felt it important to make sure there was no duplication. He noted this could enhance community engagement in terms of plans or initiatives, noting that he did not want to see isolation on either part. In addition, he stated that he was looking for information from the Attorney General's Office in terms of how the new Office of Civil Rights and Public Trust would relate to the DHRC and the State Human Relations Commission, as well as the American Civil Liberties Union (ACLU) and the National Association for the Advancement of Colored People (NAACP).

Noting that Mr. Henderson is part of the IMA, Ms. Smith asked his opinion of the best strategic way to approach the organization so that there is maximum opportunity for success. Responding, Mr. Henderson stated his belief that the incident that took place in Ferguson, Missouri was the "driver" for the IMA. He stated that governments tend to be reactionary as opposed to being visionary; however, there were three (3) City leaders and others who want to be visionary and he felt that everyone should be patient because it is a long process without simple answers. Mr. Henderson stated that Rev. Rita Paige was in charge of the IMA Social Action Committee that was interested in working with the Mayor to ensure that a potential Ferguson does not occur in Dover, because there were some incidents that took place in the community that were potentially explosive. The desire was to be proactive.

Ms. Smith stated that she knows Rev. Paige, and since Rev. Paige is in a leadership position, Ms. Smith suggested having a conversation with her over dinner and asking key questions. In this way, an understanding could be gained of Rev. Paige's vision for the IMA and how the DHRC can work synergistically with the IMA. Ms. Smith stated that this would also help to learn how other organizations in the community could work with the DHRC. Ms. Smith noted that this would not be an easy road; she suggested having the right people at the table from the beginning, allowing Rev. Paige to take the matter back to IMA to get their buy-in, and then working together. She also felt that the Mayor had a major role to play in this because he ultimately has a relationship with everyone.

Mr. Henderson stated that he was very impressed with the meeting just concluded between the GPPP Committee, Mayor, City Manager, and Council President. He indicated that they expressed

willingness to do what they can. He felt that the parts and people were in place, including the City, clergy, DHRC, and Mr. Ruane's excellent outline, and that everyone was headed in the right direction. Mr. Henderson stated that Ms. Smith was an eloquent spokesperson who brings clarity to issues in very few words, asks the right questions, has a probing mind, and is able to put things together; therefore, he felt that Ms. Smith would do well as a leader. He cautioned members that he did not want to pretend to be the representative for the IMA; however, he was trying to do the best he could to explain since he sits on both groups.

Mr. Wilson stated that there were other factions in addition to the IMA, noting that Mr. Roy Sudler, Jr., Social Action Committee Chair from the Mt. Zion A.M.E. Church, also serves as a State Human Relations Commissioner. Mr. Wilson felt that others should be brought to the table, including leaders and non-leaders who have a strong influence on others within the community, noting that leaders come with and without titles. He felt all those with some type of contribution should be part of the decision-making process and the "buy-ins" referenced by Ms. Smith. Mr. Wilson indicated that leaders, such as Rev. Davis from the Whatcoat United Methodist Church, and others from the Union Baptist Church or any other church or synagogue in Dover should be heard from, noting that currently the agenda and voices being heard were very few. He suggested that a summit or some type of important meeting be held to bring all of the people together, which he felt would go along with community engagement.

Mr. Henderson felt that, before the summit, there should be communication, noting that the City Manager had asked for 30 days to provide a leadership team.

Mr. Roach reminded members that the DHRC was charged with the idea of diversity and could not be too focused on one (1) entity, such as the IMA, because the one (1) thing the Commission does not want to do is leave people out. This would result in the DHRC doing the exact opposite of what it was charged to do. Mr. Roach stated that if someone has a voice, no matter how small or big, it needs to be heard. He advised members that the IMA is a very big organization; however, it is not the only one, noting that he had been in contact with some individuals in regard to issues in the Capital School District.

By unanimous consent, the meeting adjourned at 11:15 a.m.

Cecil C. Wilson
Chairman

CCW/TM/js/dd
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PRESIDENT'S COUNSEL ON PUBLIC/PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY HALL, WEYANDT HALL, FORMER DOVER LIBRARY, AND OTHER CITY PROPERTIES

The President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties Meeting was held on February 4, 2015 at 9:00 a.m. with Chairwoman Williams presiding. Members present were Mr. Hutchison, Mr. Perza, Mr. Clendaniel, Mr. McDaniel, and Mr. Mitten.

Staff members present were Mrs. Mitchell, Mr. Koenig, Mr. Hudson, Mr. Maloney, Mrs. Hawkins, and Mrs. McDowell.

AGENDA ADDITIONS/DELETIONS
By unanimous consent, the agenda was approved.

Self-Introduction of Members
Members introduced themselves, as follows: Kenneth Clendaniel, City of Dover Facilities Management retiree; Beverly Williams, First District City Council representative; Joe McDaniel, Merrill Lynch retiree; Kevin Mitten, Mitten & Winters CPA; and James Hutchison, First District City Council representative.

Welcome by Councilwoman Williams and Explanation of the Counsel's Purpose
Chairwoman Williams stated that the purpose of the Counsel was to look at the City properties that are currently not performing to determine whether it will be feasible to keep or sell those properties and, ultimately, what to do about City Hall. She stated that the City Hall building is overcrowded and that is why the Finance and Customer Service Departments are currently at 5 E. Reed Street (Weyandt Hall).

Responding to Mrs. Williams, Mr. Scott Koenig, City Manager, indicated that there are approximately 50 people in Weyandt Hall, including State of Delaware employees, and approximately 40 employees in City Hall. Mr. Koenig stated that if the offices at 5 E. Reed Street and City Hall were to be combined into one (1) building, there would be a need for some type of office connection for approximately 110 employees.

Overview of City Properties
Members were provided a map of City Owned Properties, dated February 3, 2015 ***(Attachment #1)***, as well as a list of City of Dover Properties, as of January 30, 2015 ***(Attachment #2)***.

Mr. Scott Koenig, City Manager, informed members that the City completed an internal space study in 2007/2008, as a precursor to constructing the new Dover Public Library. He stated that the new Dover Public Library is 46,000 S.F. and the former Dover Public Library is approximately 17,000 S.F. Mr. Koenig explained that the front part of the former library was built in the 1960s and then an addition was constructed in the early 1980s, for a total of approximately 17,000 S.F.

Mr. Koenig stated that, in the early 1990s, the Downtown Dover Development Corporation bought the old WSFS building at 5 E. Reed Street, which was later purchased by the City's electric utility and the downstairs portion of the building was remodeled. He stated that the Customer Service Department, Tax Assessor's Office, and the Information Technology Department were moved to this building and, in 2008, the Finance Department was relocated from City Hall to the third floor at 5 E. Reed Street.

Mr. Koenig stated that after the former library was vacated, Council discussed the potential of replacing City Hall. He explained that City Hall is required to be sprinklered as a condition of the final approval for the new Dover Public Library, and staff reviewed the design scenario with EDiS and found that there are multiple ceilings in City Hall as a result of multiple building modifications. Mr. Koenig stated that instead of simply installing one (1) sprinkler system over the entire building, two and one-half to three (3) sprinkler systems would have to be installed in each "confined airspace" in order to meet code requirements, which drove the cost up significantly. He explained that, as an alternative, the ceilings could be removed; however, that would require demolition with employees in the building. Additionally, Mr. Koenig stated that the air systems in City Hall are old and there has been trouble with the duct work over the years because the building is very close to the end of it its originally planned service life.

Mr. Koenig informed members that, two (2) years ago, City Council discussed the potential of hiring an architecture firm to do a design of a new City Hall in the current location. He stated that discussions included various scenarios, including demolishing one (1) wing of City Hall, or demolishing the entire building and constructing a new City Hall on the site.

Referring to the "2007 plan," Mr. Koenig stated that an architect completed conceptual design drawings for the expansion of the current City Hall building. However, he explained that, the original concept could not be constructed now, as a result of the location of the new library. Although the design could be modified, Mr. Koenig stated that there is a problem with confinement on this property, noting the need for a drive-through for the Customer Service Department. Designing a building or remodeling the current City Hall to include a drive-through would be complicated because of the interconnected parking lots and the adjacent PNC Bank drive-through.

Mr. Koenig explained that staff has discussed the potential of vacating the State agencies from Weyandt Hall and remodeling and connecting Weyandt Hall and the former library to create a government complex, to include a second parking deck. He stated that there are examples in the region where parking decks have been constructed on a relatively small parking area at a reasonable cost for one (1) additional level, noting that stacking three (3) or four (4) floors of parking is more complicated and costly because there are more turning movements to account for.

Mr. Koenig stated that when the idea of demolishing the current City Hall building and constructing a new building was previously discussed, EDiS provided a rough estimate of approximately $10M - $15M for a 40,000 S.F. building. Additionally, EDiS estimated that it would cost $1.6M to renovate the building systems at 5 E. Reed Street, including replacement of the HVAC system and roof, which

also has asbestos issues. Mr. Koenig stated that the total cost to renovate 5 E. Reed Street would be a little more than $2M, including contingencies. He explained that it appeared as though it would cost less to renovate both the former library and 5 E. Reed Street, connect the buildings, and construct an elevated parking lot then it would to build a new City Hall. Mr. Koenig stated that public/private partnerships had been discussed as a possible financing option; however, he noted that this should not determine whether or not to move forward.

In addition to City Hall, Weyandt Hall, and the former library, Mr. Koenig explained that the City's warehouse was constructed in the 1960s and is also reaching the end of its original service life.

Mr. Koenig stated that there may be other property available downtown that could be explored, depending on the goal for the location of City Hall.

Mr. Koenig informed members that the Council Chamber in City Hall does not meet the current standards for ADA accessibility. Although staff has removed seats and installed microphones, etc., mobility challenged individuals are unable to get to the Council floor to address members. Mr. Koenig stated that staff had previously discussed building a new, elevated flooring system similar to that constructed at the new library; however, questioned how much should be spent on improvements to the current building if other options are being considered.

Mr. Koenig explained that this issue is complicated because replacing only City Hall would technically be a General Fund expense because it would be a general government obligation. However, if the plan were for a combined administrative complex, the total investment could be diffused through the electric utility and the water and sewer utility because it would include general government and utility revenue obligations. He stated that the option selected would determine the City's ability to pay back the note or finance the project.

Mr. Koenig informed members that discussions regarding building renovations should include consideration of future growth projections and expectations for the 50-year life of the building. He noted that having a combined complex would enable staff to combine some resources and streamline operations.

Scope of Work

Members reviewed the proposed scope of work ***(Attachment #3)***, as outlined by Mrs. Williams.

Responding to Mrs. Williams, Mr. Koenig confirmed that the Counsel's task would be to gather information and determine the best course for the future.

In response to Mr. McDaniel, Mr. Koenig clarified that the entire City Hall building is at the end of its service life, including the Council Chambers.

Responding to Mr. Hutchison, Mr. Koenig stated that City Council discussed the potential concept of building a new office complex for the entire operation of the City during the Council Retreat in January 2013, and the estimate provided by EDiS was based on a 40,000 S.F. building.

Mr. Hutchison requested Mr. Koenig to provide members with information regarding the size of the Kent County Levy Court complex.

Mr. Hutchison stated that members should consider: 1) what it would require and cost for a new administrative building, to include determining the location; 2) the total cost to get each building up to the current code and take care of future needs; and 3) to explore the option of a public/private partnership.

Responding to Mrs. Williams, Mr. Koenig stated that the previous City Hall discussion did not include the electric administrative building or the administrative offices at the City's warehouse because adding those offices to a City Hall complex would include a significant amount of employees and equipment. He explained that staff had separate discussions regarding the potential replacement of the electric administration building or the creation of a utilities/public works administration and warehouse at a separate location. Mr. Koenig expressed his preference to keep these items separated. He stated that although it would be possible to build one (1) building to accommodate all of the employees, it would not be possible to accommodate parking for employees and City vehicles and equipment.

Mr. Hutchison stated that he liked the idea of getting rid of the current buildings and constructing a new building to meet the City's needs for the next 30 - 40 years. Additionally, he would like to obtain information regarding the cost to bring all of the City's buildings up to code and to expand those buildings to meet the current needs, noting that it would be a significant cost. Mr. Hutchison reiterated that members also need to examine the public/private partnership options. He stated that members should consider constructing a new building, getting rid of the three (3) current buildings, and the option of buying new property.

Mr. Perza expressed his opinion that the same level of detail and attention should be spent on each of the three (3) areas. He stated that he does not want to give 90% to the partnership concept and only perform a cursory review of the other two (2) options. To make an educated decision, he suggested that members obtain the same information on each of the three (3) categories and then pick the option that would be the most beneficial to the City for the next 50 - 100 years. Mr. Perza agreed with Mr. Hutchison, stating that they should examine new construction, the potential acquisition of land, and retrofitting and rehabilitating the existing buildings without having to buy new places. He stated that retro filling and rehabilitating the current building would include the development of a plan for temporary relocation of everything in these buildings. Mr. Perza also agreed that it would be important to explore the public/private partnership financing arrangement and determine how much each option would cost the City. He noted that he did not want to spend "a fortune" exploring each option and "price ourselves out of the project."

As a follow up to Mr. Hutchison's prior question, Mr. Koenig stated that Kent County owns 11.62 acres on Bay Road and the administrative complex is 74,350 S.F. Responding to Mrs. Williams, Mr. Koenig stated that he would request a breakdown of the building space. He explained that the usable building space was probably closer to 40,000 S.F., noting that it was built with a 40-year outlook on staffing and there are still vacant offices.

Mr. Hutchison noted that the City has more employees than the County and Mrs. Williams stated that the City also has a greater vehicular burden.

Appraisal Methodology

Mrs. Williams suggested that the Counsel begin the process by obtaining appraisals for the City's properties, and questioned whether members preferred to hire an appraiser from Dover or outside of Dover. If members preferred an appraiser from outside of Dover, Mrs. Williams recommended Tidewater Properties or Appraisal Associates.

Mr. Hutchison stated his preference for utilizing a Dover appraiser because they would have a good knowledge of the value of the properties.

Mr. Perza questioned if the purpose of the appraisal was to determine the post-renovation value or the present value of the properties. Responding, Mrs. Williams stated that the appraisal would determine the present value of the properties.

Mr. Perza questioned whether the present value of the properties mattered as much, since the buildings are falling apart. He stated his understanding that the intent is to retrofit the buildings or sell the buildings and questioned the objective of the appraisal.

Mrs. Williams explained that an appraisal would determine the financial methodology. She stated that, before the buildings are torn down, she wants to know what they are worth and what the City may be giving up.

In response to Mrs. Williams, Mr. Koenig explained that the EDiS estimate was provided when EDiS was under contract for the new library. The EDiS engineers and buildings systems employees walked through 5 E. Reed Street and provided a cursory "back of the envelope" estimate of the amount the City could expect to pay for the types of renovations required at that time. Mr. Koenig stated that he would provide the EDiS documents to members.

Responding to Mrs. Williams, Mr. Koenig confirmed that an appraisal of the former library was completed when the State of Delaware was interested in the property for the Department of Natural Resources and Environmental Control (DNREC) executive offices. He stated that staff was working directly with the Dennis Groom, Director of the Office of Management and Budget, and the property was appraised at approximately $1.8M. Mr. Koenig explained that this appraisal was complicated because it included three (3) distinct properties: 1) the library, 2) the parking lot to the north of the library and the grass area to the back of the library, and 3) the entire row of parking that abuts the library. If the City were to sell the property as it was appraised, it would leave the City with approximately 30 parking spaces, which would create a parking deficit for 5 E. Reed Street. Mr. Koenig expressed his opinion that the $1.8M appraisal was a "pretty decent" price at the time; however, DNREC wanted to have the building renovated to the Leadership in Energy and Environmental Design (LEED) gold standard, which increased the total project cost to $6M. Since the State did not have the funding, they never followed through with the purchase of the property. Mr. Koenig stated that the City did not receive a copy of the $6M construction estimate.

Responding to Mr. Mitten, Mr. Koenig stated that the green design was necessary for DNREC; however, may not be necessary for the City. He stated that, if Council decides to renovate buildings, the decision will also need to be made as to whether green or conventional building designs are utilized. Mr. Koenig suggested utilizing conventional building designs because the LEED gold standard would increase the costs substantially. He stated that there are conventional designs available that are less expensive and highly efficient.

Mr. Koenig stated that staff examined the utility costs for City Hall versus the new library two (2) years ago, and the monthly costs for heating, air conditioning, water, and sewer were practically the same because the library was constructed to be a much more efficient building.

Mr. Hutchison stated that there are many options, and it will be a matter of reviewing all of the facts and figures and making a recommendation that is in the best interest for the future of City of Dover. He expressed his opinion that 5 E. Reed Street is an absolutely wonderful location and it would behoove the City to take a strong look at whether it can be improved and upgraded to the standards the City will need for the next 25 - 30 years and how much it would cost, noting that the City Hall property would make a great parking lot.

Mr. Hudson questioned whether the Police Department would be considered during these discussions. Responding, Mr. Koenig stated that the Police Department would not be directly included in this discussion. He reiterated that there had been some preliminary discussions regarding other properties that may be available in the downtown area.

Mr. Koenig informed members that one (1) of the reasons that this discussion had been on the "back burner" was because it would require a large expense that has not been included in the five (5) year forecast. He informed members that it would either require bonding or a public/private partnership.

Mrs. Williams stated that, like the unfunded liability, this issue must be addressed because City Hall is "going down around us."

Mr. Koenig informed members that one (1) of the only ways of controlling the baseline budget is to control the number of City employees, noting that having these employees in one (1) building with a more modern building design would allow staff to integrate different departments, share resources, and modify business operations. Noting that this was not the only reason to build a new City Hall or do a major building renovation, Mr. Koenig stated that it was a good reason to do it now.

Responding to Mrs. Williams, Mr. Hutchison stated that the first step would be to get the appraised values for each building, and asked for Mr. Clendaniel's thoughts and concerns.

Mr. Clendaniel stated that the City's current buildings were built in the early 1970s and they all need major renovations, including the HVAC systems. He recollected that the only building with a new roof was the former library, noting that it was 20 years old. Mr. Clendaniel stated that the prices a few years ago were between $60,000 and $100,000 to upgrade the HVAC systems in each of the buildings. He informed members that it would be very costly to renovate the buildings to bring them

up to construction standards. As far as usage, Mr. Clendaniel stated that City Hall had been outgrown for at least the past 10 years, noting that staff had remodeled the building six (6) times in the past 20 years without adding any additional space.

Mrs. Williams questioned whether Mr. Clendaniel thought renovation or construction would be more viable and if the appraisers determined that the building value was low but the property value was high. Responding, Mr. Clendaniel expressed his opinion that current construction costs are very high and it would be less costly to utilize the former library and 5 E. Reed Street. He stated that there was no longer adequate space on the City Hall property to construct the building that was proposed 10 years ago.

Mr. McDaniel requested that staff provide members with accurate figures for square footage needs; the square footage of the former library and Weyandt Hall; and a list of the agencies located on the second and third floors of Weyandt Hall and their lease information. He stated that he was a big advocate of downtown Dover and expressed his opinion that the City has the ability to create a complex that would be good for downtown Dover. Mr. McDaniel also requested information regarding the parking lot on the "other side" of the former library. He noted that parking would always be a problem and understood that one (1) parking deck would be feasible, while more than one (1) would cost $20,000 - $30,000 per parking space.

Referring to the map of City Owned Properties, Mr. Perza questioned whether properties owned by the City and leased by third parties were included, specifically referring to the U.S. Post Office located at 55 Loockerman Plaza. Responding, Mr. Koenig stated that the City does own 55 Loockerman Plaza and the building is leased.

Mr. Perza questioned when the lease expired for that property, and whether it would be possible to incorporate it into a complex in the future. Responding, Mr. Koenig stated that the Post Office lease would expire in 2020, and there has been no indication that the government has any construction money. Mr. Koenig noted that conceptual drawings were previously completed in regard to converting that property to a parking lot. He stated that the building was in terrible shape, and the value would probably be $0 by 2020.

Mr. Koenig stated that the community feeling regarding the Post Office, as conveyed during discussions about the new library, was that people want a customer counter facility in the downtown area and they did not want it to be relocated. However, he explained that there was some "back-operation" performed at this location and he did not think anyone would mind if this function leaves the downtown area.

Responding to Mr. Perza, Mr. Koenig stated that he was uncertain who controlled the lease renewal option for 55 Loockerman Plaza; however, it was his impression that it would have to be mutually extended. He indicated that he would provide this information to members.

Mr. Perza stated that he generally agrees with keeping the Post Office downtown; however, he noted that it could be relocated to another property on Loockerman Street.

Mr. Koenig informed members that many possible options had been previously discussed. He stated that the PNC Bank building, located at 3 Loockerman Plaza, was an attractive building; however, PNC Bank had indicated that they want to keep their presence downtown and want to maintain ownership of that building. While there are vacancies in the building, combining a bank with government operations would create challenges. Mr. Koenig noted that there were multiple good options; however, parking will become a topic of discussion because there are current complaints that there is not enough free parking. He stated that if the City were to build a combined campus, parking would need to be a major consideration.

Referring to the map of City Owned Properties, Mr. Perza questioned whether any of the land at Schutte Park would be viable for a new building or complex, noting that there would be plenty of space for parking. Responding, Mr. Koenig stated that there may have been caveats regarding the donation of that land to the City and that he would provide members with additional information regarding the land.

Mr. Hutchison stated that City Hall should be located in the downtown area, and informed members that the current timing of these discussions provided a wonderful opportunity, since the State government and City of Dover were entering a partnership regarding the downtown.

Hutchison moved to recommend obtaining appraisal values on each of the sites, seconded by Mr. McDaniel.

Mr. McDaniel questioned which properties would be included in the appraisal. Responding, Mr. Hutchison clarified that appraisals would be obtained for Weyandt Hall, the former library, and City Hall.

The motion to recommend obtaining appraisal values for Weyandt Hall, the former Dover Public Library, and City Hall was unanimously carried.

Mrs. Williams asked if members had any thoughts regarding the selection of the appraiser.

Mr. McDaniel agreed with Mr. Hutchison that the appraiser did not necessarily need to be from Wilmington and could be local, and questioned whether bids would need to be solicited. Responding, Mr. Koenig stated that the City would need to obtain three (3) quotes.

Mrs. Williams stated that she would like to obtain quotes from one (1) appraiser outside of Dover and two (2) from Dover. She stated that the appraisers should not have any connection to any of the properties.

Mr. Mitten agreed with hiring an appraiser from Dover, noting that they would have a better knowledge of the property values than an appraiser from Wilmington.

Mr. Perza cautioned members about retaining an appraiser who may have an interest in future development with the City, or may have a connection to someone with an interest.

Mrs. Williams suggested that staff obtain three (3) bids, one (1) of those being from outside of the City of Dover.

Mr. McDaniel moved to recommend obtaining three (3) quotes for an appraiser, to include one (1) from outside of Dover, and two (2) from Dover, seconded by Mr. Hutchison.

Mr. Perza expressed his concern regarding having the buildings appraised at this time, explaining that he was weary of spending money on an appraisal that would not be useful in one (1) year. He stated that the City will need to obtain estimates for the costs to renovate and rehabilitate the buildings and that it may be more worthwhile to wait until that process is complete to have the buildings appraised.

Responding to Mr. Perza, Mr. Koenig explained that an appraiser would not be able to provide information on what the building would be worth in the future, because he will not be able to provide specific renovation plans. He stated that the appraisal would be based on the current condition of the properties.

Responding to Mr. Perza, Mr. Koenig confirmed that the City may consider selling these buildings in the current condition, which would make the appraisal valuable.

Mr. Hutchison expressed his opinion that obtaining the current value is a necessary first step and the next step would be to have a team of experts look at the buildings and provide an estimate of the cost to bring them up to code.

The motion to recommend obtaining three (3) quotes for an appraiser, to include one (1) from outside of Dover, and two (2) from Dover was unanimously carried.

Mr. Koenig informed members that the commercial property records for 5 E. Reed Street indicate that the building has an approximate total square footage of 40,000 S.F.; however, he noted that not all of this is usable space. He stated that the tax assessment value for this property is $3.1M and a final building value is $2.1M. Mr. Koenig stated that City Hall is 16,700 S.F., and the former library is 12,444 S.F.

Responding to Mr. McDaniel, Mr. Koenig confirmed that there is a second floor in part of the former library building and stated his belief that the total square footage was approximately 17,000 S.F.; however, he would provide this information for the next meeting.

Discussion of Meeting Dates and Times

Responding to Mr. Hutchison, Mr. Koenig stated that it would take some time to obtain the quotes, select an appraiser, and complete the appraisals, and members may want to schedule another meeting in the interim. Mr. Koenig requested a few weeks to compile the requested information.

Mr. Koenig clarified that the Counsel's recommendations must be authorized by City Council. He stated that he could obtain the quotes; however, he cannot act on them until after City Council considers the recommendation during the Regular Council meeting of February 23, 2015.

By unanimous consent, the next meeting was scheduled for Wednesday, February 25, 2015 at 9:00 a.m.

Mrs. Williams informed members that the proceedings of this Counsel are governed by the Freedom of Information Act (FOIA); therefore, members are not able to discuss the matters considered by this Counsel with one another outside of official meetings, including email correspondence. She advised members that the City Clerk's Office is available to answer any questions they may have.

By unanimous consent, the meeting adjourned at 10:03 a.m.

Beverly C. Williams
Chairwoman

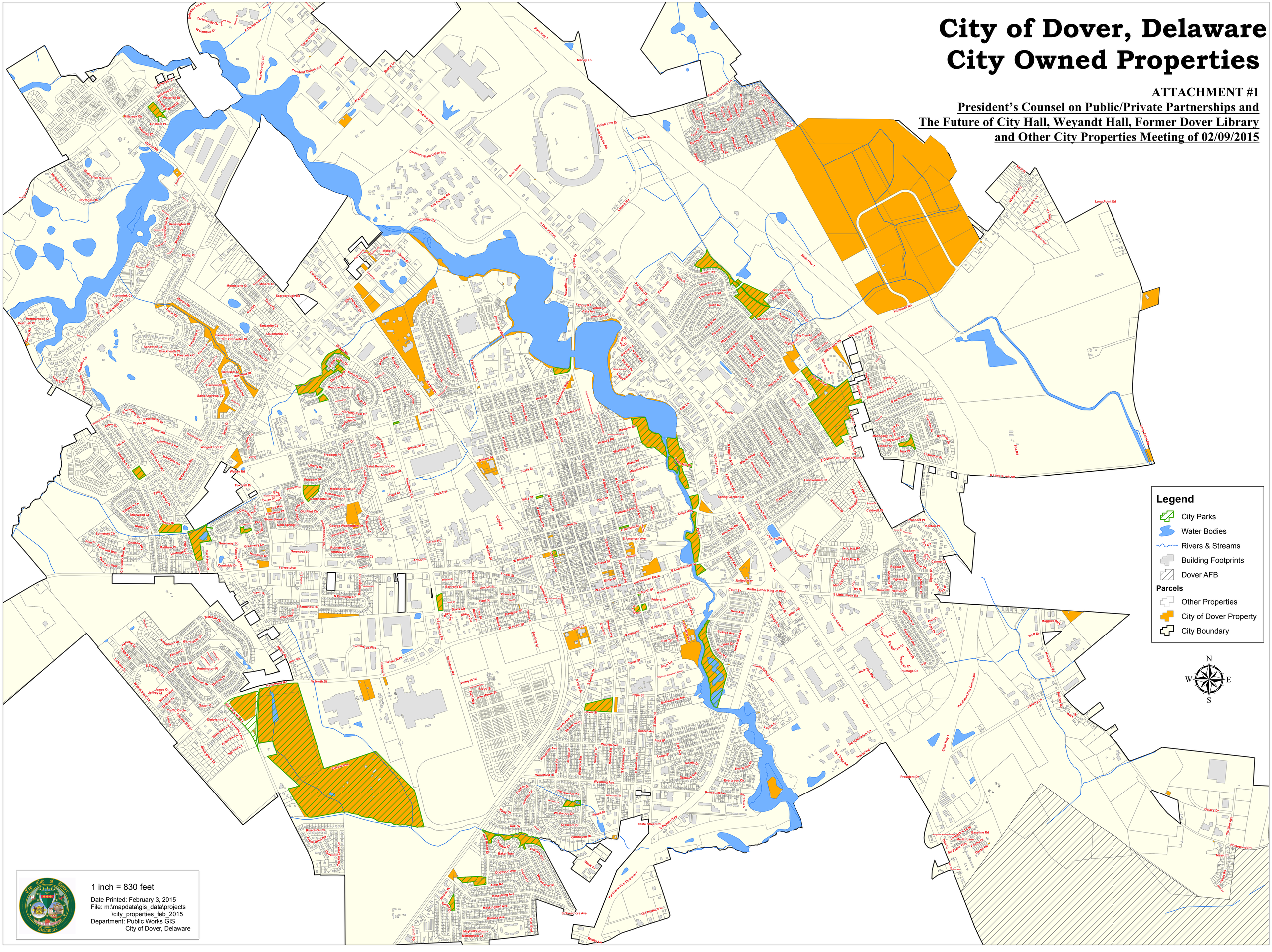
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S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Misc-Minutes\PRESIDENT'S COUNSEL ON PUBLIC_PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY PROPERTIES\2015\02-04-2015 PRESIDENT'S COUNSEL.wpd

Attachments
Attachment #1 - Map of City Owned Properties, dated February 3, 2015
Attachment #2 - List of City of Dover Properties, as of January 30, 2015
Attachment #3 - Scope of Work

City of Dover, Delaware
City Owned Properties

ATTACHMENT #1

President's Counsel on Public/Private Partnerships and The Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties Meeting of 02/09/2015



1 inch = 830 feet

Date Printed: February 3, 2015
File: m:\mapdata\gis_data\projects
\city_properties_feb_2015
Department: Public Works GIS
City of Dover, Delaware

CITY OF DOVER PROPERTIES
As of January 30, 2015

Parcel ID	Owner	Street #	Street Name
ED05-076.00-02-04.02	CITY OF DOVER		HAZLETTVILLE RD
ED05-076.20-03-31.00	CITY OF DOVER		WESTVIEW TER
ED05-077.09-05-56.00	CITY OF DOVER	124	E WATER ST
ED05-076.06-02-12.01	CITY OF DOVER		GREENS OF DOVER
ED05-067.13-01-82.00	CITY OF DOVER		OAKMONT DR
ED05-077.09-04-64.00	CITY OF DOVER		THE GREEN
ED05-076.10-01-46.00	CITY OF DOVER		S FARMVIEW DR
ED05-067.13-01-82.00	CITY OF DOVER		OAKMONT DR
ED05-076.12-04-40.00	CITY OF DOVER		WATER ST
ED05-067.17-04-68.00	CITY OF DOVER		SWEETGUM DR
ED05-077.13-01-33.00	CITY OF DOVER		S NEW ST
ED05-076.08-06-28.00	CITY OF DOVER	37	S KIRKWOOD ST
ED05-067.13-01-82.00	CITY OF DOVER		OAKMONT DR
ED05-077.09-05-27.00	CITY OF DOVER		THE GREEN
ED05-067.16-02-91.00	CITY OF DOVER		N GOVERNORS AVE
ED05-076.12-04-38.00	CITY OF DOVER	400	S QUEEN ST
ED05-077.09-04-36.00	CITY OF DOVER	301	S GOVERNORS AVE
ED05-076.20-03-33.00	CITY OF DOVER		WOODSEDGE RD
ED05-085.11-01-53.00	CITY OF DOVER		TURNER DR
ED05-068.13-01-88.00	CITY OF DOVER		OAK LN
ED05-067.17-01-80.00	CITY OF DOVER	1293	WALKER RD
ED05-068.17-03-25.00	CITY OF DOVER		ST JONES RIVER
ED05-077.05-02-48.00	CITY OF DOVER	230	KINGS HWY
ED05-076.08-06-34.00	CITY OF DOVER	11	S KIRKWOOD ST
ED05-068.19-02-86.00	CITY OF DOVER		N LITTLE CREEK RD
ED05-067.14-03-01.00	CITY OF DOVER		OLD FORGE DR
ED05-085.12-01-01.00	CITY OF DOVER		KESSELRING AVE
ED05-068.15-01-01.00	CITY OF DOVER	1210	WHITE OAK RD
ED05-076.06-05-01.00	CITY OF DOVER		INDEPENDENCE BLVD
ED05-076.06-06-62.00	CITY OF DOVER		GREENWAY LN
ED05-077.05-04-33.00	CITY OF DOVER	45	S STATE ST
ED05-067.00-03-07.01	CITY OF DOVER	1586	MCKEE RD
ED05-067.15-04-02.00	CITY OF DOVER	860	BUTTNER PL
ED05-067.11-01-01.00	CITY OF DOVER	880	BUTTNER PL
ED05-067.13-02-34.00	CITY OF DOVER		OAKMONT DR
ED05-076.00-01-11.00	CITY OF DOVER	1260	W NORTH ST
ED05-077.13-01-32.00	CITY OF DOVER		S NEW ST
ED05-067.16-02-90.00	CITY OF DOVER		N GOVERNORS AVE
ED05-076.08-06-43.00	CITY OF DOVER	18	S QUEEN ST
ED05-077.05-04-36.00	CITY OF DOVER		S AMERICAN AVE
ED05-068.15-01-04.00	CITY OF DOVER		WHITE OAK RD
ED05-068.15-01-05.00	CITY OF DOVER		ACORN LN
ED05-076.12-03-27.00	CITY OF DOVER	715	SLAUGHTER ST
ED05-076.08-04-37.00	CITY OF DOVER	29	N KIRKWOOD ST

CITY OF DOVER PROPERTIES As of January 30, 2015			
Parcel ID	**Owner**	**Street #**	**Street Name**
ED05-085.12-01-06.00	CITY OF DOVER		BLUE BEACH DR
ED05-076.06-05-60.00	CITY OF DOVER		GEORGE WASHINGTON DR
ED05-067.14-03-01.00	CITY OF DOVER		OLD FORGE DR
ED05-076.10-01-46.00	CITY OF DOVER		S FARMVIEW DR
ED05-086.05-01-09.00	CITY OF DOVER	1102	S GOVERNORS AVE
ED05-067.00-02-22.00	CITY OF DOVER	256	COLLEGE RD
ED05-067.20-01-16.00	CITY OF DOVER	370	PEAR ST
ED05-077.09-05-22.00	CITY OF DOVER	303	S STATE ST
ED05-066.12-02-22.00	CITY OF DOVER	2	BALTRAY RD
ED05-077.14-01-28.00	CITY OF DOVER		THE BEECHES
ED05-076.08-06-36.00	CITY OF DOVER	424	W DIVISION ST
ED05-076.08-06-35.00	CITY OF DOVER	430	W DIVISION ST
ED05-067.20-01-09.00	CITY OF DOVER	710	PEAR ST
ED05-077.18-02-92.00	CITY OF DOVER		ST JONES RIVER
ED05-076.00-01-06.00	CITY OF DOVER	10	ELECTRIC AVE
ED05-076.05-01-11.01	CITY OF DOVER		FORREST AVE
ED05-057.17-01-70.01	CITY OF DOVER	126	MILLCREEK DR
ED05-067.14-02-61.00	CITY OF DOVER		OLD FORGE DR
ED05-076.08-06-42.00	CITY OF DOVER	16	S QUEEN ST
ED05-085.12-01-02.00	CITY OF DOVER		BLUE BEACH DR
ED05-085.08-02-35.00	CITY OF DOVER		NEW BURTON RD
ED05-077.05-04-48.00	CITY OF DOVER		PARK DR
ED05-076.06-08-61.01	CITY OF DOVER		N CAROLINE PL
ED05-076.08-06-09.00	CITY OF DOVER		W DIVISION ST
ED05-057.00-01-04.00	CITY OF DOVER	1484	N DUPONT HWY
ED05-067.00-02-22.00	CITY OF DOVER	256	COLLEGE RD
ED05-076.00-01-08.00	CITY OF DOVER	1310	W NORTH ST
ED05-067.13-01-82.00	CITY OF DOVER		OAKMONT DR
ED05-067.00-02-26.00	CITY OF DOVER	299	COLLEGE RD
ED05-068.17-03-16.00	CITY OF DOVER		WASHINGTON ST
ED05-067.20-01-13.00	CITY OF DOVER	710	WILLIAM ST
ED05-076.00-01-09.00	CITY OF DOVER	1300	HAZLETTVILLE RD
ED05-068.14-02-66.00	CITY OF DOVER	309	NIMITZ RD
ED05-067.19-02-02.01	CITY OF DOVER		SAULSBURY RD
ED05-076.08-02-23.00	CITY OF DOVER		MARY ST
ED05-067.07-01-07.02	CITY OF DOVER	359	MISHOE RD
ED05-068.10-01-63.00	CITY OF DOVER		TOWNSEND BLVD
ED05-077.05-04-42.00	CITY OF DOVER		E DIVISION ST
ED05-067.16-02-89.00	CITY OF DOVER		WALKER RD
ED05-068.19-01-31.00	CITY OF DOVER		NIXON LN
ED05-068.15-01-02.00	CITY OF DOVER	1200	WHITE OAK RD
ED05-067.20-01-10.00	CITY OF DOVER	710	PEAR ST
ED05-067.12-02-05.00	CITY OF DOVER		SILVER LAKE BLVD
ED05-086.00-01-08.01	CITY OF DOVER		BAY RD
ED05-077.05-04-41.00	CITY OF DOVER		PENNSYLVANIA AVE

CITY OF DOVER PROPERTIES As of January 30, 2015			
Parcel ID	**Owner**	**Street #**	**Street Name**
ED05-078.00-01-09.00	CITY OF DOVER	1500	S LITTLE CREEK RD
ED05-077.06-01-72.00	CITY OF DOVER		E LOOCKERMAN ST
ED05-076.05-07-10.00	CITY OF DOVER		PEBBLE VALLEY DR
ED05-068.19-01-30.00	CITY OF DOVER		NIXON LN
ED05-067.20-01-11.00	CITY OF DOVER	710	PEAR ST
ED05-076.12-04-34.00	CITY OF DOVER	619	S WEST ST
ED05-067.11-01-12.00	CITY OF DOVER		WOODCREST DR
ED05-077.06-01-01.00	CITY OF DOVER	201	KINGS HWY
ED05-087.00-01-05.01	CITY OF DOVER		HORSEPOND RD
ED05-077.09-02-12.00	CITY OF DOVER		S BRADFORD ST
ED05-077.09-02-08.00	CITY OF DOVER	145	S GOVERNORS AVE
ED05-076.11-01-36.00	CITY OF DOVER		SAULSBURY RD
ED05-068.10-01-63.00	CITY OF DOVER		TOWNSEND BLVD
ED05-076.05-03-14.00	CITY OF DOVER	186	STONEY DR
ED05-068.10-01-74.00	CITY OF DOVER	425	NIMITZ RD
ED05-057.17-01-58.01	CITY OF DOVER		DENNEYS RD
ED05-076.06-06-61.00	CITY OF DOVER		KENTON RD
ED05-067.19-02-02.05	CITY OF DOVER		SAULSBURY RD
ED05-077.14-01-19.00	CITY OF DOVER		S DUPONT HWY
ED05-077.13-01-50.00	CITY OF DOVER	106	ELM TER
ED05-067.07-01-05.00	CITY OF DOVER	365	MISHOE RD
ED05-076.12-04-37.00	CITY OF DOVER	400	BANK LN
ED05-077.06-01-90.00	CITY OF DOVER	391	UNITED WAY
ED05-077.05-01-54.00	CITY OF DOVER	2	N AMERICAN AVE
ED05-067.20-01-12.00	CITY OF DOVER	710	PEAR ST
ED05-067.20-01-14.00	CITY OF DOVER	710	PEAR ST
ED05-077.05-01-53.00	CITY OF DOVER	1	N STATE ST
ED05-087.00-01-07.26	CITY OF DOVER	235	GALAXY DR
ED05-077.05-04-35.00	CITY OF DOVER	5	E REED ST
ED05-076.00-01-06.01	CITY OF DOVER		ELECTRIC AVE
ED05-076.06-07-06.01	CITY OF DOVER		GEORGE WASHINGTON DR
ED05-076.07-02-32.00	CITY OF DOVER	744	BICENTENNIAL BLVD
ED05-077.05-04-55.00	CITY OF DOVER	15	LOOCKERMAN PLZ
ED05-068.13-01-01.00	CITY OF DOVER		SILVER LAKE
ED05-068.17-03-26.00	CITY OF DOVER		ST JONES RIVER
ED05-077.09-02-23.00	CITY OF DOVER	132	S BRADFORD ST
ED05-077.09-02-22.00	CITY OF DOVER	128	S BRADFORD ST
ED05-076.12-04-36.00	CITY OF DOVER	400	BANK LN
ED05-077.14-01-19.00	CITY OF DOVER		S DUPONT HWY
ED05-067.16-03-12.00	CITY OF DOVER		SILVER LAKE BLVD
ED05-067.16-03-12.00	CITY OF DOVER		SILVER LAKE BLVD
ED05-067.00-02-20.00	CITY OF DOVER		AIKEN ST
ED05-077.09-02-21.00	CITY OF DOVER	124	S BRADFORD ST
ED05-067.20-01-15.00	CITY OF DOVER	710	PEAR ST

CITY OF DOVER PROPERTIES As of January 30, 2015			
Parcel ID	**Owner**	**Street #**	**Street Name**
ED05-077.09-02-24.00	CITY OF DOVER	136	S BRADFORD ST
ED05-067.16-03-11.00	CITY OF DOVER		WOODCREST DR
ED05-068.14-06-58.00	CITY OF DOVER		WEST WIND DR
ED05-068.19-01-28.00	CITY OF DOVER		NIXON LN
ED05-068.19-01-29.00	CITY OF DOVER		NIXON LN
ED05-057.00-01-45.00	CITY OF DOVER	1131	N DUPONT HWY
ED05-057.01-02-08.01	CITY OF DOVER	1700	N DUPONT HWY
ED05-076.00-02-04.02	CITY OF DOVER		HAZLETTVILLE RD
ED05-085.08-02-01.00	CITY OF DOVER		NEW BURTON RD
LC05-069.00-01-08.01	CITY OF DOVER		LONG POINT RD
LC05-068.10-01-02.00	CITY OF DOVER		TOWNSEND BLVD
LC05-068.10-01-02.00	CITY OF DOVER		TOWNSEND BLVD
LC05-068.00-01-09.01	CITY OF DOVER (WATER ACCT)		WHITE OAK RD
LC05-069.00-01-09.00	CITY OF DOVER	802	LONG POINT RD
LC05-068.00-02-14.00	CITY OF DOVER	100	GARRISON OAK DR
LC05-068.00-02-16.00	CITY OF DOVER		GARRISON OAK DR
LC05-068.00-02-11.00	CITY OF DOVER	250	GARRISON OAK DR
LC05-068.00-02-15.00	CITY OF DOVER	350	GARRISON OAK DR
LC05-068.00-02-07.00	CITY OF DOVER	450	GARRISON OAK DR
LC05-068.00-02-06.00	CITY OF DOVER	500	GARRISON OAK DR
LC05-068.00-02-05.00	CITY OF DOVER	550	GARRISON OAK DR
LC05-068.00-02-18.00	CITY OF DOVER		GARRISON OAK DR
LC05-068.00-02-04.00	CITY OF DOVER	600	GARRISON OAK DR
LC05-068.00-02-01.00	CITY OF DOVER	650	GARRISON OAK DR
LC05-068.00-02-09.00	CITY OF DOVER	301	GARRISON OAK DR
LC05-068.00-02-10.00	CITY OF DOVER	201	GARRISON OAK DR
LC05-068.00-02-13.00	CITY OF DOVER	151	GARRISON OAK DR
LC05-068.00-02-08.00	CITY OF DOVER	451	GARRISON OAK DR
LC05-068.00-02-17.00	CITY OF DOVER		GARRISON OAK DR
LC05-068.00-02-03.00	CITY OF DOVER	601	GARRISON OAK DR
LC05-068.00-02-02.00	CITY OF DOVER	651	GARRISON OAK DR

President's Counsel on Public/Private Partnerships

And the Future of City Hall, Weyandt Hall, and Former Dover Library

And Other City Properties

Scope of Work

Step 1: Examine Real Estate Assets – 5 East Reed & 45 South State Street

Step 2: Obtain EDIS Cost to Repair Report on 5 East Reed Street

Obtain DNREC cost estimates to renovate 45 S. State Street for office use, if available.

Step 3: Have both properties appraised by independent appraisers

Step 4: Analyze all date to determine if selling property is feasible to put properties back on tax rolls and receive sales income and if it is feasible to consolidate all city offices in a single location.

Suggested Out of Dover Appraisers: Tidewater Properties and Appraisal Associates

Tidewater Properties Laurence P. Moynihan, Seaford Professional Center, 24488 Sussex Highway, Suite 3, Seaford, DE 19973 Phone: 302-629-4635, FAX: 302-629-4913, email: mamtidewater@yahoo.com

Appraisal Associates Robert H. McKennon, MAI, 2101 N. Tatnall Street, Wilmington, DE 19802 Phone: 302-652-0710, FAX: 302-652-1098, email: rhmvalue@aol.com

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

The Parks, Recreation, and Community Enhancement Committee Meeting was held on February 9, 2015, at 3:30 p.m. with Chairman Dixon presiding. Members present were Mr. Hutchison, Mr. Anderson, Mr. Caldwell, and Mrs. Horsey.

AGENDA ADDITIONS/DELETIONS

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

Semi-Annual Review - Statistics Regarding Jobs and Businesses Gained and Lost in the City of Dover Since July 2014

Mr. Bill Neaton, Economic Development Manager, reviewed statistics regarding the City of Dover top employers, noting there had not been a big difference in the number of employees since July 2014; however, he pointed out other positive events that recently took place. He noted that Bayhealth Medical Center had opened a third floor, which added 100 employees and 32 beds to the facility. In addition, Mr. Neaton stated that Bayhealth continues to expand by adding a fourth "shelf floor" upon completion of the third floor. He advised members that Bayhealth also had plans for expansion in Milford, Delaware, which will include an entirely new facility. Mr. Neaton stated that Energizer will be remodeling their facility on Clara Street, as well as adding a new building, which will bring approximately 250-275 positions to Dover. They will be closing their facility in Canada and producing all of their feminine care products at the Dover location. Additionally, Mr. Neaton noted that Kraft Foods and Proctor & Gamble are potentially adding 30 positions. Mr. Neaton stated that, while the number of employees at ILC had decreased, they are working on negotiating another contract for aerostat production. He provided members information pertaining to some of the vacant buildings in the City, including the old OfficeMax location, where Produce Junction would be located, and the former Metro building, where Urban Furniture and Airbase Carpet would be located, bringing an additional 35-50 jobs. Mr. Neaton also advised that Uzin Utz was scheduled to open in May, which would equate to another 25-30 employees.

Responding to Mr. Hutchison, Mr. Neaton advised members that E-Z Pass was very pleased with their location in downtown Dover. He was unsure of their hours of operation but offered to find out.

In response to Mrs. Horsey, Mr. Neaton clarified that the 471 positions listed for ILC included the loss of jobs resulting from the lost aerostat contract.

Responding to Mr. Anderson, Mr. Neaton said he was unsure if the ILC plant in Sussex County would have any impact on its Kent County operation.

Mr. Anderson said he had observed that there were fewer vacancies in downtown Dover and more minority owned-businesses. He questioned if Mr. Neaton's observations were similar and if anyone was keeping track of this information. Responding, Mr. Neaton agreed with Mr. Anderson's observation and indicated that Mr. Ed Perez, Downtown Coordinator, tracks this information. In addition, Mr. Neaton referenced potential projects that would not have gone through before the

designation of the Downtown Development District in Dover. He stated that this designation would continue to aid in the efforts to bring more business and money to the downtown area and the City overall.

Responding to Mr. Anderson, Mr. Neaton said he did not have the unemployment rate for the City of Dover with him; however, he would find out and email this information to him.

Responding to Mr. Dixon regarding Bayhealth's expansion design plans, Mayor Christiansen advised that Bayhealth can build up to 10 stories high. He indicated that, in addition to growth in that direction, Bayhealth was utilizing space at their campus across the street from the main facility. Mr. Neaton added that Bayhealth was currently being evaluated for Magnet status for excellence in nursing and delivery of care.

In response to Mr. Dixon regarding the rising cost of health care, Mr. Neaton advised that there is a demand for the best health care and equipment, and it costs money to achieve that level of care.

Investigating AmeriCorps and Retired Senior Volunteer Program (RSVP) to Supplement Staffing

Mr. Scott Koenig, City Manager, referred to the memorandum dated January 9, 2015 from Ms. Margie Cyr, Library Director, Re: Volunteer Programs at the Dover Public Library. He indicated that the programs utilized are more along the lines of the Retired Senior Volunteer Program (RSVP) than AmeriCorps. Mr. Koenig stated that opportunities to utilize these programs and their degree of success varies, depending on the area in which they are used. He advised that some of the volunteers being utilized at the library are individuals who are challenged in some ways, and the program allows them to get out into the community and contribute. Mr. Koenig explained that these volunteer programs had not been pursued in other areas of government due the need for oversight, as well as concerns related to taking work from existing bargaining employees. He noted that quality of work was also an issue in areas such as customer service and cash handling, as well as access to information such as customer credit and utility service information.

Mr. Koenig explained that, in the past, the City had occasionally utilized community service hours at the Public Works level and some court-mandated community service in sanitation, but this had been very limited in the last two (2) decades. Mr. Koenig mentioned that interest had been expressed in using college students looking for experience as interns, but reiterated that a great deal of oversight would be required to guide interns and/or volunteers.

Mr. Anderson expressed his feeling that City government could utilize internships to supplement programs in Finance, Planning, Economic Development (particularly organizing events with the Downtown Dover Partnership), Recreation, and areas of that nature. Responding, Mr. Koenig said that staff members may be interested in interns; however, he noted that interns typically seek paid opportunities. He indicated that this could be considered; however, contact hours would have to be limited to less than 30 per week. Mr. Koenig also noted that there is a difference in the structure of paid internships versus volunteer programs, such as AmeriCorps and RSVP. He indicated that the success rate would vary depending on the quality of the individual and the amount of oversight needed. Mr. Koenig thought that if the City were to pursue programs involving volunteers or interns,

staff should work together to develop a structured program versus intermittent, short-term interns. He noted that it would take staff time to get up and running, which would also cost money, and this would need to be considered when evaluating and reviewing the budget.

Responding to Mr. Anderson regarding the potential for some programs or universities to provide funding or at least supplement the costs, Mr. Koenig stated that although staff time was currently limited, if it were the pleasure of Council, this could be researched and considered as a way to potentially solve some problems.

Revival of Youth Advisory Committee

Mr. Anderson reminded members that when Mrs. Sophia Russell served on City Council, she was heavily involved in the Youth Advisory Committee. Since Mrs. Russell's passing, this Committee was no longer assembled. Mr. Anderson felt this was an important committee that involved the youth, raised awareness, helped build leadership skills, engaged young people, and helped keep youth on the right path. He advised members that Mrs. Russell had asked him to keep the Committee going; however, shortly after her passing, he was deployed for one (1) year. Mr. Anderson expressed his desire to revive the Youth Advisory Committee, as it was needed now more than ever. He indicated that there were a lot of interested youth who wished to apply and he, as a councilman, would like to run the Committee. Mr. Anderson noted activities in other municipalities, such as Harrington's New Year's Eve celebration, that are put on by youth committees, and stated that he would like to see similar opportunities for the youth of the City of Dover. He felt that the support of the community was present and that the Committee would be a success.

In response to Mr. Hutchison, Mr. Anderson indicated that the members of the Committee who would take the lead would likely be high school aged; however, anyone could be involved. He referenced Council Resolution 2010-03, Youth Advisory Committee (YAC) Council Resolution No. 2008-11, with Amendment No. 1 ***(Attachment #1)***, that created the Committee and defined its charge and purpose. Mr. Anderson could not recall all of the components of the purpose of the Committee; however, he indicated that, to the best of his recollection, they included advising Council on matters related to youth in the community, planning and executing drug-free events for the youth, and coordinating additional parks and recreation activities.

Mrs. Horsey said that she was serving on the Parks, Recreation, and Community Enhancement Committee when Councilwoman Russell initially introduced it and conveyed how passionate Mrs. Russell was about it. Mrs. Horsey expressed concurrence and appreciation for the idea of reviving the Committee in Mrs. Russell's memory, and for the benefit of the youth in the community.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, offered some insight on behalf of herself and the City Manager as to the requirements of staff to support the Committee. She reminded members of the involvement of the Clerk's Office preparing the agendas and minutes, Parks and Recreation staff, and Ms. Kay Sass, Emergency Management Coordinator in the City Manager's Office, as well as the potential costs. Mrs. Townshend stated that these staff

members and departments were currently stretched very thin, noting that the addition of this Committee could result in additional hours, leading to overtime or comp time for some of those staff members.

Mr. Dixon said that he too would love to see the Committee revived, noting that youth in the community had always been important to him and had been a focal point of his participation on Council. Mr. Hutchison also conveyed his support; however, he felt that the budget needed to be considered to ensure that the City could afford to support the program in terms of costs associated with staffing. Mr. Anderson noted that the previous budget for the Committee was only approximately $1,000 and that the founding resolution allowed for the Committee to raise money as well.

Mayor Christiansen noted that the first Youth Advisory Committee was activated in 1990 and at that time, a budget was not considered in creating the Committee and getting the youth involved. The Committee at that time had members from Dover High School, Caesar Rodney High School, two (2) City residents who attended Polytech High School, and one (1) attending private school. Mayor Christiansen noted that the Youth in Government Day that was created had continued, in spite of the dissolution of the Committee and not having a budget to work with.

Mr. Caldwell expressed his feeling that money should not interfere with the opportunity to involve the youth and have their voice be heard.

Mr. Anderson moved to recommend reviving the Youth Advisory Committee and reviewing applications at the March 9, 2015 Parks, Recreation, and Community Enhancement meeting. The motion was seconded by Mrs. Horsey and unanimously carried.

Updates

Community Development Block Grant (CDBG) Program Quarterly Update

Mrs. Tracey Harvey, Planner I, advised members that Planning Department staff was currently working on the five (5) year Community Development Block Grant (CDBG) Consolidated Plan that would be due to the Housing and Urban Development (HUD) Department by May 15, 2015. As part of the process, the first public hearing was held November 12, 2014 at the Dover Public Library.

Mrs. Harvey indicated that multi-year grants were currently being accepted for the FY15-19 program years for eligible projects in the City and stated that the deadline was today, February 9, 2015 at 5:00 p.m. She noted that, as of the time of the meeting, approximately eight (8) applications had been submitted. Mrs. Harvey stated that the Mayor and Community Development staff attended the Mayor's Challenge to End Veterans' Homelessness Roundtable Summit at the HUD Philadelphia field office in December 2014. The summit featured panel discussions and brainstorming discussions ranging from building coalitions to available resources and supportive services to end veteran homelessness. The Mayor's working group also held their own Summit to End Veterans' Homelessness by December 2015 on January 22, 2015 at Delaware Technical and Community

College, which was well attended. In addition, Mrs. Harvey advised that a "Boot Camp" had been scheduled for March 2, 2015 at the Dover Public Library for housing providers to kick off the initiative to develop a process to house homeless veterans.

Responding to Mr. Anderson regarding strategies planned as a result of the homeless summit for veterans, Mrs. Harvey stated that those strategies will be rolled out during the Boot Camp and advised that there is not a large population of homeless veterans in the City of Dover. In response to Mr. Anderson, Mrs. Harvey stated that she did not have the exact count at this time; however, a Point in Time Survey was completed on January 30, 2015, so she should have that information soon and would advise members once it was available. Mrs. Harvey mentioned that results from last year indicated that there were only four (4) homeless veterans in Dover; however, that number was not accurate. As a result, the process for obtaining this information was changed to take a count several times throughout the year to obtain more accurate figures. She advised that the Code Purple program is now in effect in Dover, which should help with obtaining that information.

Responding to Mr. Anderson, Mrs. Harvey advised that some of the strategies planned in the effort to end veteran homelessness included transitional housing and permanent support of housing, and the Delaware State Housing Authority (DSHA) would be giving veterans first preference as vacancies become available. Mr. Anderson inquired about the process involved in seeking assistance from the Veterans Affairs (VA), stating that it can be difficult and that many veterans are not informed or able to complete the necessary paperwork. In response, Mrs. Harvey stated that this type of assistance is being provided, as well as ensuring all avenues can be pursued to get the veterans the help they need.

In response to Mr. Anderson, Mrs. Harvey explained that the City's CDBG program began in year three (3) of a five (5) year cycle, and that this year would begin the first full five (5) year cycle for the program.

Recreation Needs Assessment

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that for the past month she had been primarily consumed with the process of obtaining the City's Downtown Development District designation; therefore, updated information was limited. She stated that a Request for Proposal (RFP) had gone out with funds from the FY15 budget to begin the planning process, starting with Dover Park, to incorporate feedback from the survey, and begin outreach into a design for the park, including lighting, vegetation, a potential spray pad, indoor restrooms, and reservation of a building pad for future use, should it be determined that it is necessary. Mrs. Townshend explained that the same process would then be followed for Schutte Park and then Silver Lake Park.

Responding to Mr. Hutchison regarding how the funding from the Governor and the support coming from Kent County Levy Court would affect the Downtown Development District target area, Mrs. Townshend indicated that money would not come through the City, it would go directly to individual private applicants and property owners. She briefly explained the process, stating that

after an initial $25,000 investment is made on a business or property, the party will be eligible for a rebate for up to 20% from the State, and Kent County will match that rebate up to $10,000. For example, Mrs. Townshend stated that if an investor purchased a building that needed $150,000 in improvements, the first $25,000 of that $150,000 would be funded by the property owner, and the remaining $125,000 would be eligible for reimbursement, up to 20% from the State and $10,000 from Kent County. She explained that, after the work is complete, the property owner would submit receipts, if the project is under $250,000, to request reimbursement. If the project is in excess of $250,000, the property owner would need to go through a reservation process, for which the State is currently accepting applications. Mrs. Townshend said she was aware of at least two (2) or three (3) property owners already going through the reservation process. She advised of additional incentives, such as permit fees, building permits, impact fees, and property transfer fee waivers (after March 1, 2015), stating that once a Certificate of Occupancy (CO) is issued, the buyer's portion of the transfer tax will also be rebated. Additionally, Mrs. Townshend said participants could qualify for business license fee waivers, along with home ownership incentives.

Responding to Mr. Hutchison, Mrs. Townshend advised members that the City's contribution would be in-kind, noting that all City revenue benefits for new businesses in the downtown area will be waived for a period of time. While there would be additional businesses and activities, the City would not see the revenue from that increase initially. Mrs. Townshend advised Mr. Hutchison that the target area included Mary Street down to Water Street and the area east of Cherry Street and Lincoln Park, ending at State Street.

Mr. Hutchison stated that the Presidents Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties met to address the needs of the City and the best way to address those issues and concerns within the City of Dover was part of the total movement to improve the City. Mr. Hutchison recognized the efforts and support of everyone in the City, particularly the Planning Department, Fire Marshal's Office, and Law Enforcement.

Mr. Neaton indicated that, in addition to the incentives recognized by Mrs. Townshend, the Downtown Dover Partnership would be providing up to $5,000 reimbursement for architectural assistance, in addition to facade grants for upgrading the front of buildings or for signage.

Responding to Mr. Hutchison, Mrs. Townshend stated that the incentives do not include funding for demolition.

Mr. Dixon shared his concern that the community did not understand the Downtown Development District designation, what it means, the benefits of the designation, etc. Mrs. Townshend advised that the City will be holding three (3) workshops on February 26, 2015 at Dover Public Library and people from the various entities involved would be there to explain their portion of the program and to educate the community. Mrs. Townshend also said that an interactive GIS map was in the process of being made available for the City's website, so that people can click on a property and be able to determine which incentives are available. The GIS mapping tool would allow the applicant to print

a map to include in the application, as it is a State requirement to document conformance with the City's District plan. She stated that City staff and the Delaware State Housing Authority (DSHA) were making themselves available to review and explain the process to anyone needing assistance and were willing to review applications before submission to the State. Mrs. Townshend stated that the City has five (5) different brochures to distribute and educate the community and the State has brochures as well.

Mayor Christiansen expressed his sincere appreciation and acknowledged the depth of the time, work, and effort of Mr. Scott Koenig, City Manager; Mrs. Townshend and her staff; Mr. Bill Neaton, Economic Development Manager; and Mr. Kirby Hudson, Assistant City Manager, referencing the specific benchmarks that had been set during weekly meetings to keep the momentum to promote and improve Dover.

Regarding Mr. Dixon's concerns about individuals without computers having access to all of the tools and information, Mrs. Townshend assured him that she, her staff, and others involved would be available to assist anyone who needs help in any way necessary to be sure they get all of the information they require.

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

Meeting adjourned at 4:34 p.m.

Wallace R. Dixon
Chairman

WRD/MK/js
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Attachment
Attachment #1 - Council Resolution 2010-03, Youth Advisory Committee (YAC) Council Resolution No. 2008-11, with Amendment No. 1

City of Dover

MAYOR AND COUNCIL

COUNCIL RESOLUTION NO. 2010-03
YOUTH ADVISORY COMMITTEE (YAC)
COUNCIL RESOLUTION NO. 2008-11, WITH AMENDMENT NO. 1

WHEREAS, the City Council has determined that there is a need to create a Youth Advisory Committee for the City of Dover, Delaware; and

WHEREAS, this Youth Advisory Committee will be created to operate as a liaison between the youth of the community, City Council, and the Parks, Recreation, and Community Enhancement Committee on issues affecting youth by involving them in social, cultural, recreational, and other drug-free and alcohol free activities and, when requested by the City Council, the committee shall give advice and assistance on matters concerning the needs of youth; and

WHEREAS, the City Council wishes the Youth Advisory Committee to consist of nine (9) members, or more if City Council chooses, between the ages of 14 and 18 years, two (2) adults, and one (1) liaison member who shall be chosen by the City Council to serve one (1) year terms, without compensation, and the City Council shall have the power at any time to alter the size of the committee by expanding or reducing its membership. The liaison member shall receive and record all exhibits, petitions, documents, or other material presented to the Council in support of, or in opposition to, any question before the Committee, prepare and distribute agendas and packets; and

WHEREAS, members of the Youth Advisory Committee shall be selected through an application process and shall be appointed by the City Council and take office upon being sworn on their oath to uphold the duties of the office and the Constitution of Delaware and the United States of America; and

WHEREAS, the term of the office for each member shall be one (1) year, or until his/her successor is duly appointed and qualified, unless a vacancy occurs prior to the expiration of a term, in which case an appointment shall be made by the City Council for the remainder of the unexpired terms; and

WHEREAS, the committee shall elect from its membership a chairperson, vice-chairperson, and secretary for one-year terms of office commencing the first day of June of each year and a member shall be eligible for reelection to any of these offices as long as he or she remains on the committee. The chairperson shall preside at all regular and special meetings, rule on all points of order and procedure during meetings, and provide recommendations to the liaison regarding agenda items. The vice chairperson shall assume all duties of the chairperson in his or her absence or disability. In the absence of both the chairperson and vice chairperson from any meeting, an acting chairperson shall be elected from among the members present; and

WHEREAS, the committee shall hold meetings located in the City at times it may designate. All meetings of the committee shall be held in accordance with the Freedom of Information Act and a notice of said meeting shall be posted at City Hall and on the website at www.cityofdover.com. The presence of a majority of the committee members then in office shall be necessary and sufficient to constitute a quorum, and an affirmative vote of the majority of those present shall be necessary to pass upon pending questions, except that on tie votes, the vote of the chairman shall be determinative, the chairman in addition being entitled to vote on all questions. Minutes of meetings shall be kept and the record filed with the person performing the duty of secretary; and

WHEREAS, in the performance of its function, the committee is an advisory body authorized to make recommendations to the City Council on the following:

1. Policy matters affecting the youth of the community;
2. Planning, organizing, coordinating, and carrying out drug-free and alcohol-free social, cultural, recreational, educational, and other activities for the youth in the community
3. Establishing guidelines, rules, and procedures for participation in such activities; and
4. Entering into agreements with entertainers, concessionaires, and other third parties as may be deemed desirable by the committee within available funds and in accordance with applicable state and city laws and procedures; and

WHEREAS, by May 1st of each year, the committee shall submit to the City Council a written report of its activities for the previous year and an annual plan of work for the ensuing year of which these documents shall be retained as a part of the official city records. Subject to the approval of the City Council, the facilities and personnel of the City shall be made available to assist the committee in carrying out its functions; and

WHEREAS, the committee is authorized to amend its rules and procedures for the conduct of its authorized activities, subject to the approval of the City Council; and

WHEREAS, Committee members are subject to the attendance policy and procedure adopted by the City Council and any member who misses two (2) meetings that are considered unexcused, where no phone call was made or e-mail was sent letting someone know, or whose overall attendance at regular meetings falls below seventy-five (75) percent, has automatically vacated his seat. The committee shall at once notify the City Council that a vacancy exists. Vacancies shall be filled within thirty (30) days by appointment for the remainder of the term or at the discretion of City Council.

NOW, THEREFORE, BE IT RESOLVED THAT THE MAYOR AND COUNCIL OF THE CITY OF DOVER HEREBY ESTABLISHES A YOUTH ADVISORY COMMITTEE

ADOPTED: APRIL 26, 2010

S:\RESOLUTIONS & PROCLAMATIONS\2010\ADOPTED\Res. No. 2010-03 - YAC Amendment #1(2).wpd

Actions History

April 12, 2010 - Introduced at Parks, Recreation, and Community Enhancement Committee

UTILITY COMMITTEE

The Utility Committee Meeting was held on February 9, 2015 at 5:15 p.m. with Councilman Slavin presiding in the absence of Chairwoman Williams. Members present were Mr. Perza, Mr. Snaman, and Mr. Blakeman. Members of Council present were Mr. Dixon and Mr. Hutchison. Mayor Christiansen (departed at 5:31 p.m.) was also present.

AGENDA ADDITIONS/DELETIONS

Mr. Blakeman moved for approval of the agenda, seconded by Mr. Snaman and unanimously carried.

Reimbursement Agreement with Pioneer Materials - Abandonment of Shallow Well #7A

Mr. Scott Koenig, City Manager, informed members that Shallow Well #7A is one (1) of the City's raw water wells located east of the City, and the City supplies the Long Point Road Water Treatment Plant with water from the Columbia Aquifer. This is one (1) of three (3) aquifers that the City draws from, and is the shallowest aquifer.

Mr. Koenig explained that there is a sand and gravel mining operation scattered throughout this well field. In December of 2007, Pioneer Materials (formerly known as Tilcon) was excavating very close to the easements associated with this well and damaged the raw water and electrical supply lines to the wellhead. Since that time, the well supply had not been operable. Mr. Koenig advised members that, because of the long-term well and mining operations at this location, the City and Pioneer Materials believed it would be in the best interest to abandon this well, based on its current condition. The City had been negotiating with Pioneer Materials to develop an acceptable solution and, currently, it is felt that the well should be abandoned in accordance with State standards and all of the equipment should be removed. Mr. Koenig indicated that a price of $13,126 was stated in the agreement for Funding for Shallow Well 7A Abandonment, including all of the associated closure items. Pioneer Materials would agree that if the City were to re-drill this well in the future, Pioneer Materials would contribute up to $50,000 for the siting and construction of a new well. Given the current restrictions in the Columbia Aquifer, Mr. Koenig was unsure if the City would drill another well at this location because of the way the State is managing this water supply permit. He indicated that the State had restricted the City in the Columbia Aquifer because of concerns with the pumping levels associated with farming operations around the Long Point Road Water Treatment Plant. In regard to the $13,126 cost of abandonment, Mr. Koenig stated his expectation that the City would front the money and then bill Pioneer Materials for reimbursement at the same time that the City is billed by the contractor. This would be reflected as an expense on the City's budget, but there would be miscellaneous income coming from Pioneer Materials to pay the bill.

Staff recommended acceptance of the reimbursement agreement and authorization for the City Manager to execute it.

Mr. Perza questioned if the 10-year time frame related to the $50,000 contribution toward construction cost would start at the time the equipment is removed or would be retroactive to 2007. Responding, Mr. Koenig stated his feeling that it would be 10 years from the time the reimbursement agreement is executed, ending in approximately 2025. Mr. Perza noted that the language in Paragraph C of the agreement left this matter open to interpretation as being retroactive to 2007, and Mr. Koenig agreed to clarify this before the matter is considered by Council.

In response to Mr. Perza in regard to the risk of harm to anyone in the community from the well, Mr. Koenig indicated there was no risk, stating that the well pipe was approximately six (6) to eight (8) inches in diameter and is closed.

Referencing the amount of up $50,000 that would be paid by Pioneer Materials toward a future well, Mr. Blakeman questioned if there were any restrictions related to where a new well could be placed. Mr. Koenig stated that the location would be limited to the Columbia well field, since this well was feeding the water treatment plant in the area. He felt that drilling a well on the west side of town would not be within the intent of the agreement.

Mr. Blakeman moved to recommend authorizing the City Manager to execute the reimbursement agreement, as recommended by staff. The motion was seconded by Mr. Snaman and unanimously carried.

Quarterly Review of Utility Related Capital Investment Plan (CIP) (Electric and Water/Wastewater) (October, November, and December)

Mr. Scott Koenig, City Manager, reviewed the General Fund - Major CIP Projects - Quarterly Report as of December 31, 2014. Mr. Koenig stated that Project Code ST1304 - Garrison Farm Improvements included improvements including stormwater, roads, and ditching associated with the Garrison Farm. He explained that those projects were underway and slightly behind, but progressing through completion. He noted that this project goes back to FY13 funding. Mr. Koenig indicated that staff was working through the FY14 projects. The air conditioning system had been installed at the John W. Pitts Center and final testing would be done in the summer when the temperatures rise. Demolition at White Oak Park was complete. The Concrete Program and the FY14 Bonded Street Programs were coming to an end. Mr. Koenig explained that the Village of Westover project related to money that was called on a letter of credit, and the balance of those funds was transferred to Cannon Mill. Work was currently underway at that Cannon Mills. Mr. Koenig stated that a number of FY15 projects were underway associated with the General Fund.

Mr. Koenig reviewed the Community Transportation - Major CIP Projects, noting that they included older projects, such as South Street Paving, as well as newer agreements for Loockerman Plaza, Townsend Boulevard, and Village of Cannon Mill.

In regard to the Water/Wastewater Improvement & Extension Fund - Major CIP Projects, Mr. Koenig indicated that staff had been working to find a second site for the Elevated Water Storage Tank in the Denneys Road area and was moving toward a favorable relocation of that project to another property. Construction of the Piney Point Well was complete and staff was in the process of getting permits approved by the State to turn the well into production. It was planned to time production with the acceptance of wastewater flow and the beginning of testing of the Calpine project in the next few weeks. Mr. Koenig stated that the Garrison Farm Water Tank was underway, as well as wastewater improvements at that location. A number of additional wastewater projects were underway, specifically Inflow and Infiltration (I&I) projects at Buck Drive, White Oak Farms, and Towne Point, and pump station projects throughout the City.

In regard to Electric Improvement & Extension Fund (I&E) - Major CIP Projects, Mr. Koenig stated that a number of projects were underway at the McKee Run plant in the current year, as well as projects related to new developments and system upgrades that were being "cleaned up" from FY14 and FY13 in Capital Park and Richardson Circle. In addition, there were new projects that would be system upgrades, including Family Dollar and Chandelle Airport. Some were related to new customers and some to replacement of infrastructure. Mr. Koenig noted that two (2) large projects were the Horsepond Road Substation and the General Scott Switchgear Replacement. He advised members that the Horsepond Road Substation project was complete and in service, and staff had prepared an overview that would be sent to Council to highlight the improvements associated with this project. The General Scott Switchgear Replacement project was moving forward. There were a number of projects related to lighting new developments underway in FY15, and staff was working through those projects.

Mr. Koenig advised members that there had been a very large backlog of projects being addressed and moving through the queue. He expressed his hope that by the end of 2015 there would be very little backlog moving forward and indicated that staff had worked very hard to get those projects out of the way.

TEA/NAES Report *(December)*

The TEA/NAES Monthly Report for December 2014 was provided to members to enable them to monitor electric sales and revenues received, which will provide a better understanding of any fluctuations that occur and allow the opportunity to make improvements if deemed necessary.

Referring to Page 12 of The Energy Authority, Inc. Monthly Management Committee Update - December 2014, Mr. Scott Koenig, City Manager, reviewed the budget year-to-date expenses for the City's energy purchases. He explained that the budget year-to-date expectation was to spend approximately$25,900,125, and so far $23,928,123 had been expended; therefore, the City was approximately $2M favorable on energy expenses through the end of December. Mr. Koenig stated that the budget had been tracking "pretty much like that" in the first six (6) months of the fiscal year and staff was hopeful that this would continue through the balance of the year. He advised members that "things had tightened up a lot" in the energy markets and reminded members that in January 2014, the City spent $5M more than planned, which threw off the entire year. This was not seen in January 2015, which was relatively routine to Mr. Koenig's knowledge.

Mr. Koenig advised members that the Source and Formula columns in the spreadsheet included notations reflecting how the related figures are arrived at.

Mr. Blakeman moved to recommend acceptance of the TEA/NAES Monthly Report for December 2014, seconded by Mr. Snaman and unanimously carried.

Updates - Garrison Oak Technical Park Project

Mr. Scott Koenig, City Manager, provided the following updates on the Garrison Oak Technical Park (GOTP):

City Infrastructure/Calpine Energy Center

Mr. Koenig explained that three (3) different contracts were underway at the GOTP:

1) George & Lynch, Inc. was working on the wastewater pumping station, force main, and upgrades to the White Oak Farms Pump Station and entering the final phases of the project. The force main was in, tested, and was ready to receive flow. George & Lynch, Inc. were still working on upgrades at White Oak Farms, but this was not preventing flow from going into the new station. Mr. Koenig stated that the final hook-up of the power supply was preventing this flow. The City of Dover had run power feeds to a pedestal box adjacent to the pump station site, and George & Lynch and their subcontractor were in the process of hooking this up from the City's ending pedestal, through their cabinetry, into the station, so that the pump station could be energized and go through the final testing. As of the current date, the intent was that the station would be energized and tested on or before February 17, 2015 and that the City would be receiving flow on or about that date. Once the station is energized and ready to receive flow, Mr. Koenig stated that the City would be receiving discharge from the Calpine site. Shortly thereafter, the City would progress toward abandonment of the White Oak Road Pump Station, a small pump station on the south side of White Oak Road that was part of a planned sewer system upgrade.

2) The City had been working with A-Del Construction Company for a number of months. Their contract includes the gravity sewer and water systems, as well as the roads, sidewalks, and entrances onto White Oak Road. Mr. Koenig stated that a number of things had progressed on the eastern side of the project and both entrances were being worked on, including the new entrance off White Oak Road. Once the east entrance was base coated and paved, all construction traffic would flip over to the east side and they would begin forming up curb work on the west side. Prior to this, they would be working on stormwater infrastructure on the west side. Mr. Koenig advised members that the contract was running behind; it was hoped that the road would be paved by this point and this was beginning to cause scheduling problems, but A-Del was doing what they could to come back into compliance with the specifications and timelines. The contractor had not requested the weather days at this point, so they had not been factored into the completion date. The original completion date was December 31, 2014. Mr. Koenig noted the importance, moving forward, of making progress on good days and ensuring on bad weather days that arrangements are made to afford for rain, ponding, and puddling.

3) In regard to the water tower project, Mr. Koenig stated that Chicago Bridge and Iron Company had done some work in the fall. They had demobilized and were supposed to return in early February; however, returned in mid-January to begin the base of the tower and work was progressing.

Mr. Koenig stated that progress was being made every day, all projects were moving forward, and the entire project was coming to an end.

Noting that power lines were run to the Cartanza substation, Mr. Blakeman inquired if the switchgear and breakers were in place on the Delmarva Power and Light side of the substation. Mr. Koenig stated that, to his knowledge, everything was ready. He stated that when the City can begin

accepting wastewater flow, Matrix, the Garrison Energy Center's construction manager, will begin the testing sequence of the plant and will be dumping "test power" to the grid. The only impediment that had been indicated to Mr. Koenig was the wastewater pump station.

Dover Sun Park

Mr. Scott Koenig, City Manager, reviewed the Electric Revenue Fund FY15 - White Oak Solar Park Incremental Cost. He advised members that the YTD column reflected an incremental energy cost of approximately $515,000 through December 2014. He explained that this was the added cost of the power associated with the Dover Sun Park. Mr. Koenig felt that these figures were tracking as expected and the Dover Sun Park was functioning and performing as anticipated in the budget.

Mr. Snaman moved for adjournment, seconded by Mr. Perza and unanimously carried.

Meeting adjourned at 5:37 p.m.

Timothy A. Slavin
Acting Chair

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LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee meeting was held on February 9, 2015, at 5:45 p.m. with Chairman Slavin presiding. Members present were Mr. Anderson, Mr. Hare, Mr. Shevock, and Mr. Sudler (arrived at 5:49 p.m.). Members of Council present were Mr. Dixon (arrived at 5:49 p.m.), Mr. Hutchison, and Mr. Bonar (arrived at 6:45 p.m.). Mayor Christiansen was also present.

AGENDA ADDITIONS/DELETIONS

Mr. Shevock moved for approval of the agenda, seconded by Mr. Hare and unanimously carried.

Proposed Ordinance #2015-03 Amending Chapter 102 - Taxation, Article III - Realty Transfer Tax, Section 102-71 - Definitions; Article IV - Abatement of Real Estate Taxes, Section 102-113 - Qualifications; and Article V - Tax Credits for Historic Properties, Section 102-152 - Application Requirements and Section 102-153 - Application Review and Approval

(Due to time constraints, this item was placed on the City Council agenda for consideration during their meeting scheduled for later in the evening.)

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that proposed Ordinance #2015-03 would implement incentives that the City committed to through its Downtown Development District Application. She explained that the ordinance was related to the taxation section of the code and had three (3) components, as follows:

1) The City currently offers a transfer tax waiver for first-time homebuyers City-wide. Under the proposed ordinance, those who sell properties located in the area between Mary and Loockerman Streets and between Governors Avenue and West Street would also receive this transfer tax waiver if the properties are sold to someone who would be occupying the home as an owner. Mrs. Townshend indicated that the boundary included in the ordinance had been changed to coincide with the Downtown Development District boundary.

2) The City currently offers a tax waiver for owner-occupied houses located in the area between Mary and Loockerman Streets and between Governors Avenue and West Street, and this was expanded in the proposed ordinance to include the entire Downtown Development District. The ordinance would allow for a phase-in of taxes over five (5) years for an owner-occupied home. For the first year, no property taxes would be paid, for the second year 25% of the property taxes would be required, for the third year 50%, for the fourth year 75%, and in the fifth year the owner would begin paying the full tax. An owner who moves out of the district within this five (5) year period would be required to pay taxes back. Mrs. Townshend stated that this program had been "on the books" and staff had aligned it with the Downtown Development District boundaries.

3) The City currently offers tax credits for renovation of historic properties based on the value of the work done to the exterior of the property, and review of tax credits by the Historic District Commission (HDC) is required. The proposed ordinance would allow for administrative approval of tax credits; however, if the tax credit relates to a project that would have to go to the HDC, the Commission would also be able to comment. This would allow for administrative approval of tax credits for projects such as the painting of a Victorian home, which would not normally come before the HDC. Mrs. Townshend explained that this would simplify and expedite the review process.

Responding to Mr. Shevock as to whether a time frame would be associated with the high priority targeted area, Mrs. Townshend stated that no such time frame was included in the ordinance; however, the State's Downtown Development District designation is a 10-year designation. If the high-targeted area were to shift within this 10-year time frame, it would be necessary to make a change in only one (1) location in the Dover Code, Appendix C - Downtown Redevelopment.

Mr. Anderson moved to recommend adoption of Proposed Ordinance #2015-03, as recommended by staff, seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2015-04 Amending Appendix C - Downtown Redevelopment
(Due to time constraints, this item was placed on the City Council agenda for consideration during their meeting scheduled for later in the evening.)

Mrs. Ann Marie Townshend, Director of Planning and Community Development, stated that Proposed Ordinance #2015-04 would establish a high priority target area in the downtown area. She explained that the code currently has a defined target area for downtown redevelopment. Feedback received from members of Council regarding the City's Downtown Development District Application indicated that Council did not want staff to reduce the area in which incentives were offered; however, the State wanted the City to have more incentives in the Development District than were available elsewhere in the City. Mrs. Townshend indicated that staff created a high priority target area and the Downtown Development District map was reflected in the language of the Proposed Ordinance. She explained the additional provisions in proposed Ordinance #2015-04, as follows:

1) The impact fee waiver currently applicable only to multi-story, mixed-use construction would no longer have to be a multi-story mixed use within the target. In this way, if a restaurant with many fixtures was opened, an impact fee waiver could be applied for a single-story building. In addition, if someone were to build five (5) houses on what was previously four (4) lots, they would receive credit for impact fees for prior structures but would receive a waiver for the fifth house.

2) A three (3) year waiver of the business license fee would be offered for new businesses and businesses that relocate to the Downtown Development District.

3) A rebate of the buyer's portion of the transfer tax would be offered within the high priority area for properties transferred after March 1, 2015 and receiving a certificate of occupancy within five (5) years of transfer. Mrs. Townshend indicated that this could apply to very large projects, noting that there had been discussion for many years about redeveloping the former Acme site on Governors Avenue. If a developer were to purchase this site and build a new building, they could receive a rebate of the buyer's portion of the transfer tax when a certificate of occupancy is obtained.

4) Mrs. Townshend explained that this section of the Code currently requires applicants to commit to giving 10% of the value of that incentive to the Downtown Dover Partnership (DDP) in order to qualify for City incentives. After discussion with Mr. Gregg Moore, President, DDP, Mrs. Townshend stated that it had been agreed that it would be better to provide a full incentive rather than to require the 10% payment.

Mrs. Townshend advised members that in addition to the above changes included in the proposed ordinance, the DDP had also agreed to offer grants up to $5,000 for architectural services for new businesses in the Downtown Development District.

Responding to Mr. Hare, Mrs. Townshend stated that the incentives would apply to businesses opening in the Downtown Development District. Those who want to open large businesses elsewhere in Dover would not receive these incentives; however, there are other incentives available. She explained that redevelopment in the downtown area is difficult and more expensive than other areas because of the age of the infrastructure and buildings and the tightness of the lots. For this reason, the downtown area needs more help. The Governor budgeted and the legislature approved money for property owners to improve their properties. In exchange for this, local governments participating in the program were asked to provide added incentives in the area. Mrs. Townshend reminded members that this was previously discussed both by the Legislative, Finance, and Administration Committee and Council when the application was brought through the process before submitting it to the State. She noted that opportunities to improve incentives elsewhere could be discussed; however, this particular program was geared to the downtown area.

Mr. Hare expressed his feeling that the City should provide incentives on a case-by-case basis to those willing to develop projects outside the target area, such as the former K-Mart building.

Responding to Mr. Sudler regarding the location of the designated area, Mrs. Townshend explained that the rough boundaries of the Downtown Development District are as follows: the northeast boundary begins at the Mary Street/North Governors Avenue intersection, extending south down Governors Avenue to Fulton Street and east to State Street, extending south down State Street to Water Street, running west on Water Street and extending slightly south to bring in the Dover Transit Center, extending north along the railroad tracks, jutting west to include the eastern side of Lincoln Park, then continuing northward along the railroad tracks back to Mary Street.

Mayor Christiansen commended Mrs. Townshend and Mr. Koenig for their efforts in this regard. He felt this tool would offer retail, mercantile, and residential establishments the opportunity to revitalize downtown. He stated that a lot of resources and attention would be focused in this area and it was hoped that these incentives and grants would stabilize the neighborhood and make it thrive, to the benefit of the entire City.

Mr. Hare moved to recommend adoption of proposed Ordinance #2015-04, as recommended by staff, seconded by Mr. Anderson and unanimously carried.

#2015-05 Fiscal Year 2015 Second Budget Amendment

Mr. Scott Koenig, City Manager, advised members that the proposed budget amendment included adjustments to the Beginning Budget Balances for all funds now that the City's audit had been completed. It also included any adjustments related to Council Actions in the budget year to date on changes in project budgets or operating items that were not included in the original budget.

Mr. Koenig indicated that Council's policy on transferring savings from prior year personnel expenses to the Pension or Other Post-Employment Benefit (OPEB) Trust Funds had also been included. The General Fund included a transfer to the Police Pension Fund of $100,000 and a transfer to the Civilian Pension Fund of $543,000, for a total transfer of $643,000. This $643,000 was the savings that was realized in personnel-related expenses in FY14 and was in accordance with Council's prior policies. The Water/Sewer and Electric Funds did not have any personnel savings due to the change in pension accounting standards, so there were no additional contributions from any of the utility funds proposed.

Additional adjustments were as follows:

- Increases to Division budgets for vacation sell-back, retirement payout, and education assistance with a corresponding decrease to Other Employment Expenses across all applicable funds. Mr. Koenig advised members that this technique was used previously to keep individual department budgets from being inflated, rebated to vacation sellback, or even potentially retirement.

- Transfer In from the Contingency Reserve for the final payment of the outstanding police grievance that had to be paid in FY15 with a corresponding adjustment to the Police budget. Mr. Koenig stated his belief that this amount was $50,000.

- Increases in the following revenue items based on greater than planned receipts in Kent County Reciprocal Borrowing and Municipal Street Aid.

- A transfer of $80,000 in capital project funds to the Parks and Recreation Reserve to set aside the budgeted funds for the White Oak Park improvements while awaiting the final needs of the recreation assessment. This was also in accordance with Council's requests and actions related to the budget hearings held in 2014.

Mr. Koenig explained that after the above adjustments, the General Fund Budget Balance would be $385,000 over the budgeted amount. It was staff's recommendation to replenish the Contingency Reserve for the $300,000 used to settle the police grievances and to transfer the $85,000 to the Capital Asset Reserve in light of potential funding needs of the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties. He stated that these two (2) items had not been incorporated into the Budget Ordinance to allow for discussion. Mr. Koenig stated that if the recommendation were acted on favorably or modified, those modifications would be placed in the final version of Ordinance #2015-05.

In regard to the payback of the Contingency Reserve Fund, Mr. Anderson asked if this would normally be accomplished over a couple of years and if it were proposed all at once because the money was available. Responding, Mr. Koenig stated that staff recommended replenishing the Contingency Reserve Fund because the money was available and the Fund was depleted by $250,000 in FY14 and by an additional $50,000 in FY15, for a total of $300,000. He explained that the $385,000 being discussed was actually FY14 money.

Mr. Anderson inquired as to the reason for staff's recommendation regarding the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties. Responding, Mr. Koenig stated that there was discussion at the President's Counsel meeting held on February 4, 2015 regarding potentially hiring appraisers to appraise City buildings. He noted that at some point the assistance of architects would likely be needed to plan the space and evaluate which proposed alternative is the best to pursue. Mr. Koenig indicated that it was felt it would be best to place this money in a reserve until there is a clearer idea of the expenses. At that point, a request would come before Council to apply reserve funds to architectural or other related services. He noted that Council could also decide to apply these funds to a different project.

Referring to total savings in personnel expenses in FY14 of $643,000, Mr. Slavin applauded those efforts and questioned how this occurred. Responding, Mr. Koenig stated that the savings was related to the timing of employees leaving and the hiring of new employees. He indicated that the personnel budget is approximately $30M in all funds and estimated that approximately $18M - $20M of this amount was in the General Fund.

Mr. Slavin stated that some might say that the City overbudgets by more than $0.5M in personnel, which drives the tax rate. He indicated that he was not one (1) of these individuals but suggested that Mr. Koenig "prepare his defense" for this. Mr. Koenig stated that preparing the budget is not an exact science and agreed with Mr. Slavin that he would much rather be "in the black" in this area. Mr. Koenig explained that this figure includes salary and benefit savings, and in some cases staff may have budgeted for a retirement payout that did not happen.

In response to Mr. Slavin regarding the policy level for the Contingency Reserve Fund, Mr. Koenig stated his belief that the whole fund was funded at $300,000; however, he did not have this number with him. At Mr. Slavin's request, he agreed to check on this figure.

Mr. Slavin requested clarification regarding the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties, since this committee had been called by this title and was also being referred to as a building committee. He questioned whether or not the committee was meeting in accordance with the Freedom of Information Act. Responding, Mrs. Traci McDowell, City Clerk, stated that this committee has Council and civilian members and adheres to all the requirements for public meeting notices and minutes. (*City Clerk's Office Note: City Council established an ad hoc Committee to study the future of City Hall, Weyandt Hall, and the Former Dover Public Library during their Regular meeting of November 12, 2013, as recommended by the Legislative, Finance, and Administration Committee. During the Regular Council meeting of August 25, 2014 the Committee members were appointed and, at the request of Council President Bonar, the Committee was called the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties.*)

Mr. Anderson moved to amend Ordinance #2015-05 to include the transfer of $300,000 from surplus funds into the Contingency Reserve Fund. The motion was seconded by Mr. Sudler.

Mr. Hare asked if the $300,000 that could have been used to help offset a tax increase in FY16. Responding, Mr. Koenig stated that Council had the discretion on how they would like to use this $300,000, which amounted to just under $0.01 on the tax rate.

Mr. Hare noted that these funds could have been used to hire additional police officers.

Mr. Koenig stated that if there were no need to replenish the contingency fund with $300,000, these funds could have been used for any General Fund expense related to City of Dover operations, as requested by Council.

Mr. Sudler inquired if the City had insurance to cover the $300,000 related to the grievances or if these funds had to come out of the City's "pocket." Mr. Koenig explained that the City has an insurance company; however, ultimately the feeling was that it was in the City's best interest to settle the grievances immediately rather than allow its insurance company to defend any potential lawsuit that might come out of the disagreement. He stated that if the City had not acted and a suit had been filed against the City, the insurance company would have defended the City through that suit and the City would have had to pay its deductibles. Because the suit was settled, the insurance company's answer was that they would have allowed the matter to go to a lawsuit and defended it that way.

The motion to amend Ordinance #2015-05 to include the transfer of $300,000 from surplus funds into the Contingency Reserve Fund was unanimously carried.

In regard to the remaining amount, Mr. Anderson expressed his belief that there was merit to putting studies in the works. He reminded members of previous discussion indicating that the City should remember the Parks and Recreation budget, which had been "squeezed", when the City did have money that was over budget. He indicated that several items that had come up in regard to the Recreation Needs Assessment, including budget items related to design that would be beneficial over

the next year. Mr. Anderson proposed that part of the funds go to the Parks and Recreation budget and part to the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties.

Mr. Anderson moved to recommend amending Ordinance #2015-05 to allocate $60,000 of the remaining $85,000 to Capital Asset Reserve for the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties and $25,000 to the Parkland Reserve Fund, to be taken out of the Parkland Reserve Fund at a later date if approved by Council. The motion was seconded by Mr. Sudler.

Mr. Sudler questioned how close the City was to the Dover Park plan of action and budget. Responding, Mrs. Ann Marie Townshend, Director of Planning and Community Development, stated her hope that, within the next month, staff would have a solid draft of the Recreation Needs Assessment document; however, highlights were provided to the Parks, Recreation, and Community Enhancement Committee during their meeting of January 12, 2015. She noted that staff was getting ready to prepare a Request for Proposals (RFP) for landscape architecture services for a plan for Dover Park based on the results of the Needs Assessment.

Mr. Shevock noted that staff's recommendation was to put funds to the Contingency Reserve Fund and then transfer $85,000 to the Capital Asset Reserve Fund. He questioned the reason for putting the $85,000 in the Capital Reserve Asset Fund. Responding, Mr. Koenig stated that Mrs. Mitchell and he agreed that after funding the Contingency Reserve, the initial recommendation from staff would be for capital needs versus operating budget needs. Staff had been trying very hard to have departments manage their operating budgets to levels authorized by Council, with minor departmental changes, because it was believed that extra money should go to capital needs.

Mr. Shevock questioned where money would be drawn from for capital assets if the funds proposed were moved to these areas and an emergency arose. Responding, Mr. Koenig stated, for example, if there were a catastrophic failure of a building, the capital asset reserve would be used. If it were utility-related, it would come from the utility asset reserve. If there were a high operating expense that came "out of the blue", staff would typically try to contain it in the operating budget, and if this were not possible, staff would ask Council for a transfer from the reserve into the operating budget. Mr. Koenig explained that the safeguard was to keep these funds out of general operating expenses and put them into the capital asset or other reserve so that staff would have to come to Council for specific authorization on how to use those funds.

Assuming these funds were transferred and a catastrophic event occurred, Mr. Shevock questioned if the money could be pulled back or if they would become "free money" that would be spent once allocated. In response, Mr. Koenig explained that authorization would have to be obtained for funds to come back out of these accounts. He reassured members that if there were an emergency, staff would come before Council to request special authorization, even if it required a special meeting.

Responding to Mr. Anderson, Mr. Koenig confirmed that the proposal was to put money into the reserve accounts where it would not be spent without Council authorization; therefore, funds would be reserved and not spent through Mr. Anderson's proposed amendment.

The motion to recommend amending Ordinance #2015-05 to allocate $60,000 of the remaining $85,000 to the Capital Asset Reserve for the President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties and $25,000 to the Parkland Reserve Fund, to be taken out of the Parkland Reserve Fund at a later date if approved by Council, was unanimously carried.

Mr. Anderson moved to recommend adoption of Ordinance #2015-05, as amended, *(Attachment #1)* seconded by Mr. Sudler and unanimously carried.

Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending June 30, 2014

Chairman Slavin advised members that Mr. Scott Koenig, City Manager, would be presenting this item in the absence of Mrs. Donna Mitchell, Controller/Treasurer. Referring to the presentation entitled City of Dover Comprehensive Annual Financial Report - Fiscal Year Ended June 30, 2014, Page 14 - General Fund Budget Highlights - Fiscal Year 2014, Mr. Koenig read the following information into the record:

> The Final General Fund Budget incorporated the following changes to the Original Budget:
>
> - The Budget Balance carried forward from the prior fiscal year was higher by $0.8 million than was projected. Receipts had a net increase of approximately $0.8 million. The most significant increases were related to intrafund service receipts related to the accounting change for pensions, transfer taxes, court of chancery fees, and building permits. The most significant reductions were police extra duty fees and civil traffic penalties.
>
> - Expenditures were revised to reflect an aggregate increase of $1.1 million. Increased employer contributions to the Police and Employee Pension funds accounted for most of the increased budget expense with a slight increased in the transfer to the capital project fund. The increases were offset by decreases in street lights, insurance, police pension grants and fire services. The net result of these changes was a $0.5 million increase in the revised budget balance over the Original Budget Balance (on a non-GAAP basis).
>
> General Fund actual revenues and other financing sources matched the final total revenues with a $23,000 positive variance.

Mr. Koenig advised members that, in his opinion, the numbers were tracking very tightly. He indicated that financial controls are very tight on the City and the numbers in the CAFR reflect that.

He requested that Mrs. Mitchell be given the opportunity at the Council level to do an appropriate presentation of the CAFR during the City Council meeting scheduled for February 23, 2015, because this is something that she and her staff had worked very diligently on over the last few months. Mr. Koenig requested that everyone read three (3) specific pages in the CAFR presentation before that time: Page 12 - Changes in Net Assets - Governmental Activities; Page 13 - Changes in Net Assets - Business Type Activities; and Page 14 - General Fund Budget Highlights - Fiscal Year 2014, since he felt this information summed up where the CAFR stands.

In regard to the electric utility, Mr. Anderson stated that there were additional expenses in that account which came out of the Electric Stabilization Fund and asked Mr. Koenig to elaborate on the effect and how much was left in that fund. Responding, Mr. Koenig stated that he did not know the exact amount that was left in the fund; however, he noted that during the FY15 budget hearings, a gap of approximately $2.2M was anticipated in the General Fund. Staff recommended that this gap be filled through a tax increase. Through budget deliberation, Council altered that number slightly downward, and ultimately the gap was filled by a revised transfer from the Electric Fund to the General Fund. The proposed transfer was $8M; the revised transfer was $10M, and Mrs. Mitchell used that $10M as a baseline transfer in the five (5) year financial forecast, which accelerated the depletion of the Rate Stabilization Fund. Mr. Koenig indicated that staff was currently re-running those numbers as part of fiscal forecasting for the electric utility. The concern was that the $10M transfer will deplete the Rate Stabilization Fund rather quickly, and a rate increase may be discussed sooner than would have occurred had the transfer remained at $8M. He indicated that the net effect of that increased transfer is that it will likely cause the City to have to increase electric rates sooner than would have been necessary if the transfer had stayed at $8M, noting that there were a number of variables involved.

Review of Training, Conference, and Travel Policy *(Deferred on January 12, 2015 Due to Time Constraints)*

Mr. Scott Koenig, City Manager, reviewed the draft revised City of Dover Training, Conference, and Travel Policy. He advised members that this policy is reviewed by Mrs. Donna Mitchell, Controller/Treasurer on a regular basis. He noted that revisions to the policy were included in red font and were relatively minor changes.

Staff recommended approval of the revised City of Dover Training, Conference, and Travel Policy ***(Attachment #2).***

Mr. Hare moved to recommend approval of staff's recommendation, seconded by Mr. Anderson and unanimously carried.

Review of Effectiveness of the Safe Communities Ordinance *(Request of Councilman Anderson)*

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that the City's Safe Communities Ordinance: 1) requires the City to provide landlord training whereby landlords would learn a number of things, such as better screening of tenants, the proper eviction process, fair housing, and drug identification, as taught by the Police Department. The idea is that

when landlords go to the class, they would obtain a better sense of how to manage properties in a way that is a benefit and not a detriment to the community. Mrs. Townshend stated that the ordinance also requires that landlords and tenants enter into a lease addendum that must be presented to the City when utility services are established. In this addendum, tenants would acknowledge that if they, members of their family, guests, or others associated with them commit certain criminal acts within 500 feet of the property, they could go down the path for eviction. The ordinance states that if the problem continues, the City can force the landlord to initiate the eviction process.

Mrs. Townshend stated that the ordinance had been in effect for approximately 1½ years and four (4) training sessions had been held. Each had been well attended and feedback had been positive. The City had not had to force any evictions. There had been a number of cases relating to problem properties where information had been received from the Police Department. She indicated that there had been a couple of times when letters had been sent notifying landlords they were reaching a point where they would have to evict. She explained that some landlords do not know that their tenant is a problem; therefore, that communication is helpful. Mrs. Townshend explained that she had discussed with Police Chief the need to ensure that officers file a report when responding to calls at properties that have had repeated problems, since this would provide something to go on if an eviction must be forced. She indicated a few areas could be "fine tuned", noting a few cases where the lease addenda did not get to where they needed to be, so staff was improving the method of tracking. Mrs. Townshend indicated that some landlords had requested staff to send them a letter so that they now could tell their tenant that they were causing the landlord trouble with the City, reiterating the importance of having data from the Police Department. As time moves on and some of the "kinks" are worked out, she felt the City would continue to see benefit.

Responding to Mr. Anderson in regard to whether there was a need to revise the ordinance, Mrs. Townshend expressed the need to give the ordinance a chance to work. She indicated the desire not to be so prohibitive that people would be evicted from their property for things that were not serious but also make sure that it gives "the hammer" to deal with problem cases. She noted that the ordinance may need to be re-examined in the future.

Mr. Anderson questioned the outcome regarding a notable case in The Hamlet. Responding, Mrs. Townshend stated that the last tenant at this property left on their own accord. At this point, there had been so much interaction with this particular landlord, that she felt he was being more vigilant in dealing with his properties because the complaint volume had decreased.

In response to Mr. Sudler regarding the relationship of the Safe Communities Ordinance and the State of Delaware landlord tenant code, Mrs. Townshend stated that the Safe Communities Ordinance does not affect the State Code because it does not supersede or attempt to supersede the eviction process. The Safe Communities Ordinance indicates that if certain infractions happen, the landlord has to initiate the process. If the landlord does not initiate the process, the rental permit would be suspended. The property would then be shut down and utilities terminated. Mrs. Townshend explained that unless there is a serious life safety issue, tenants are given 30 days to vacate. At one point, staff was concerned that landlords would try to use that in their favor to get around the process;

however, if it comes to the point of suspending the rental permit, every Code violation in the property would need to be fixed and there is a $100 reinstatement fee. Mrs. Townshend felt that the few landlords who tried to "use" the City in that regard had figured out that it is not to their benefit.

Automatic Escalator for Building-Related Permit Fees *(Request of Councilman Anderson)*
During the meeting of August 11, 2014, members of the Legislative, Finance, and Administration Committee considered this matter and recommended that an automatic escalator for building-related permit fees be referred to staff with their full ability to revise in its entirety to develop recommendations based upon its intent. The Committee's recommendation was approved by City Council during their meeting of August 25, 2014.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that building permit fees are based on the building construction valuation, and the City uses construction valuation tables that are issued through the International Code Council (ICC). The ICC updates these tables every six (6) months. Staff had been using the tables that were in place at the time of the ICC Code adoption, but had now determined that the August version for each year should be used. Mrs. Townshend stated that by virtue of using current construction values, there is an automatic escalator in building permit fees only, since there is a cost per square foot for these permits, depending on the type of construction. This negates the need to increase the building permit fee over time because, by virtue of the construction value going up, the fees should increase on their own.

Mr. Anderson explained that by making an administrative change in the valuation, the City would be updating by using current valuation instead of the valuation being "stuck" in a particular year.

Mrs. Townshend stated this is a more realistic approach and would allow consistency. If the construction value that an applicant puts on a building permit is assumed to be correct, the person who is more honest would pay a higher fee. This automatic escalator would add consistency and allow the City to adjust to changes in the construction cost. The HVAC, plumbing, and other building-related permits would not change because they are based on either BTU's, number of fixtures, or similar things.

Mr. Anderson indicated that he was satisfied with this approach. He was unsure if other changes were needed, but if so, they could go into the next resolution and the Committee could discuss this.

Mr. Koenig stated that he had incorrectly told Mr. Slavin that the City was applying the escalator previously on an annualized basis. This had been discussed, but when checking the record, it was determined that the City adopted the 2009 building codes and put this schedule into place. Going forward, the building valuation published each year would be administratively put into place the August of each year building valuations that are published through the ICC valuations.

Proposed Resolution No. 2015-01 - Dover Prospers Initiative (Economic Greening) *(Request of Councilman Anderson)*
Mr. Anderson explained the purpose of Proposed Resolution No. 2015-01, noting that there is a lot of competition in the current environment for businesses, and a lot of opportunity that goes to places

that are the most flexible, prepared, and have an efficient, streamlined approach. He felt that the City had done a tremendous amount to move in this direction and that staff is business friendly; however, out-of-state and micro business people can tend to get lost. Mr. Anderson advised members that a "one-stop shop" approach, where all needed information could be obtained in one (1) place, had worked successfully in other areas around the country but would take some work. He indicated that he had worked with staff and it was his belief that the City could get "80% of the way there," and thanked Mrs. Ann Marie Townshend, Director of Planning and Community Development; Mr. Scott Koenig, City Manager; and Mr. Bill Neaton, Economic Development Manager, for their help. Mr. Anderson felt that the proposed resolution would allow access to all the information needed to open a business in the City of Dover in one (1) place, including a packet on the City's website with contact information for people who will help. Mr. Anderson indicated this would show the City to be business friendly, which would: 1) help generate small and micro-business, and 2) help attract an occasional "home run" business when it is seen how efficient the City is. He noted this proposal would have no cost to the City, many aspects were already being developed, and staff was well on the way to implementing it.

Mrs. Townshend indicated that staff had been working with the business community for a number of years in trying to address certain regulatory changes; however, it had been approximately five (5) or six (6) years since a series of forums, workshops, or focus groups had been held to meet with a broader cross-section of the regulated community to determine what the problems are. Referring to Section 2 of the proposed resolution, Mrs. Townshend explained that the Planning Department, City Manager's Office, and Economic Development Office would work together to hold a series of focus groups with the business community, development community, and real estate community. Out of this, a "road map" would be developed for the next year whereby the City would look at re-evaluating regulations. For example, Mrs. Townshend explained that the City's sign regulations had been a top priority and were rewritten, as were the commercial zone regulations. Once the industrial zones are reviewed, she indicated that staff would be finished with those pieces that had been identified, noting that other issues were emerging as the market changes. She felt that a fresh list could be developed of current issues and how they can be better addressed.

Mr. Anderson expressed his desire to have a "sunset review" of regulations, based on the citizens' input, to make sure that the City stays current. He felt that the provisions in the resolution regarding focus groups may provide a larger cross-section, as well as flexibility, since people involved would not have to commit to a particular time period.

Mrs. Townshend stated that she suggested this approach because, depending on which set of regulations was being tackled, the people at the table may change. She stated that one (1) of the issues being discussed currently is parking requirements for restaurants, which were not working well. This would be a conversation with the real estate, development, and restaurant communities to make sure that it reflects what they are seeing. Mrs. Townshend advised members that working on different regulatory issues may involve a different "cast of characters" and the proposed approach would allow the City to be flexible to the needs of the community.

Mr. Anderson noted that Mrs. Townshend had agreed a co-sponsor the resolution.

Mr. Anderson moved to recommend adoption of Proposed Resolution No. 2015-01 (*Attachment #3*), seconded by Mr. Sudler and unanimously carried.

Freedom to Worship Act *(Request of Councilman Anderson)*

Mr. Anderson stated that originally in the City zoning, places of worship and places of meeting were allowed in almost every non-manufacturing zone. However, zoning had become more complicated over time with more commercial zones and a myriad of residential zones, and there were inconsistencies in the code in regard to places of meeting and places of worship. Mr. Anderson stated that he had heard a number of associated complaints, noting that one (1) related to the property at 870 Forest Street, formerly occupied by the Bennie Smith Funeral Home, which contains a chapel and was rented to a counselor. Meetings were held there when the counselor was the primary use and the church was the secondary use as it met all of the requirements; however, after meetings had been held there for two (2) years, they suddenly did not have the same success, which caused him concern. Mr. Anderson indicated that this particular sub-zone had left something out as fundamental as places of meeting and places of worship, which are just as valid as any other activity in the CA-1 Corridor Zone. He stated that he wanted to investigate ways to keep the tradition the City used to have of making sure that places of meeting are allowed wherever they are appropriate for public safety and meet the normal requirements.

Mr. Anderson moved to recommend that the issue of making sure that places of meeting and places of worship are allowed wherever they are appropriate for public safety and meet the normal requirements be referred to staff. The motion was seconded by Mr. Hare and unanimously carried.

Updates

Certified Local Government Application

Members were advised that in 1980, an amendment to the National Historic Preservation Act of 1966 established the Certified Local Government (CLG) program to involve local governments in national preservation efforts. Most states, including Delaware, created programs extending CLG status to local communities with a local historic preservation district and a historic preservation commission. The CLG program provides technical assistance to support historic preservation efforts and eligibility for federal Historic Preservation Funds. In addition, localities participating in the CLG program participate in the National Register nomination process for historic properties and are strongly considered for training and technical assistance from the State Historic Preservation Office (SHPO).

The *City of Dover, Delaware 2008 Comprehensive Plan* included a recommendation within the Implementation Chapter (Chapter 15, page 179) to "Obtain Certified Local Government (CLG) through the National Park Service." In November 2013, City Council instructed the Planning Office to compile the CLG application. After a vacancy was filled on the HDC in Summer 2014, staff was able to compile the information needed to complete the application. Providing the qualifications of Commission members is one (1) of the application requirements. The draft application is attached for review by the Committee and will be presented to the HDC for their review on January 15, 2015. If recommended by City Council, staff will submit the application to the SHPO, along with a letter from the Mayor. This letter will be drafted once the Historic District Commission has taken action

on the application. Following the review of the CLG application, the City will enter into a certification agreement prepared by SHPO which outlines the local government responsibilities under the certification.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that it had taken staff some time to put together the CLG application, which would open the City to being eligible for certain grants for historic preservation activities, noting that there were vacancies on the HDC which was now fully operational.

Staff recommended that the application be approved and forwarded to the State Historic Preservation Office (SHPO), to be accompanied by a letter from the Mayor.

Mr. Hare moved to recommend approval of staff's recommendation, seconded by Mr. Shevock and unanimously carried.

"Safe Whistles" National Recreation and Park Association Recommended Guidelines for Credentialing Volunteers (Background Screening for Youth Coaches and Sports Officials for All City Recreation Offerings)

During the Legislative, Finance, and Administration Committee meeting held on September 9, 2013, members discussed the issue of background checks for Parks and Recreation volunteers working with youth and members recommended that staff, specifically Mrs. Ann Marie Townshend, Director of Planning and Community Development, and Mrs. Kim Hawkins, Human Resources Director, be directed to review the National Recreation and Park Association Recommended Guidelines to conduct an analysis and formulate a recommendation regarding the scope and depth of the background checks that should be required, the cost and how it would be addressed, the period of time the background check would remain valid, and some type of roll-out implementation strategy to be brought back to the Committee within one (1) month for their review and recommendation to City Council. City Council approved the Committee's recommendation during their meeting held on September 23, 2013.

During the Legislative Finance, and Administration Committee meeting held on November 12, 2013, the Committee recommended that background checks be performed for all Parks and Recreation volunteers and contractors, including officials, who will be working directly with youth, every three (3) years, and that staff implement a staggered approach that would require compliance by officials by a certain date in 2014. City Council approved the Committee's recommendation during their meeting held on November 25, 2013.

During the Legislative Finance, and Administration Committee meeting held on February 9, 2014, Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that staff had developed a procedure and volunteer application form and that all volunteers involved in youth programming, primarily sports coaches, are run through a background check process, after obtaining their permission. Those who do not come through with a clean record are disqualified. Mrs. Townshend explained that the guidelines were reviewed with the Human Resources Department (HR) to make sure that the process is not inconsistent with City hiring processes and the new process is not significantly different from HR's process. She noted that some people had been turned away.

Referring to the Criminal Background Check Automatic Disqualifiers for Youth Sports Volunteers, Mr. Slavin suggested some rewording related to "Felonies - All Felony offenses other than violence or sex within the past 10 (ten) years," stating that he could discuss this with Mrs. Townshend after the meeting.

Responding to Mr. Hare, Mrs. Townshend stated that the process in place was working.

In response to Mr. Shevock regarding how the application form was being protected since it contained sensitive information, Mrs. Townshend stated that forms were being kept in a locked cabinet at the Parks and Recreation Office, in the same way any personnel files are kept. Audits had been conducted in the past on identity theft and those types of things.

Mayor Christiansen questioned why applications were reviewed every three (3) years, noting that he would feel more comfortable if they were reviewed yearly. Mrs. Townshend stated that background screening is performed on City employees only when they join the workforce; however, she stated volunteers could be brought through the process every year, noting that Little League and Pop Warner Leagues do this. Mayor Christiansen felt this would be in the best interest of the City, and Mrs. Townshend agreed.

Responding to Mr. Hare, Mrs. Townshend stated that there is an expense to conducting the background check, which the City pays since they have difficulty getting coaches and asking them to pay the $35 to do this would cause more difficulty. In response to Mr. Hare, Mrs. Townshend estimated that approximately 50 background checks are done each year, and Mr. Hare noted a cost of close to $2,000 per year. Mayor Christiansen stated that if there were a three (3) year lapse and an incident occurred with a child, the City would be in the line of fire and incur a liability. Mrs. Townshend stated that no one in the City wanted to be in a position where a decision that was made adversely affected the life of a child. Mayor Christiansen respected Mr. Hare's concern regarding the cost but felt that review every year would be appropriate.

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

Meeting adjourned at 7:02 p.m.

Timothy A. Slavin
Chairman

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Attachments
Attachment #1 - Proposed Ordinance #2015-05 with LF&A #1
Attachment #2 - Draft Revised City of Dover Training, Conference and Travel Policy
Attachment #3 - Proposed Resolution No. 2015-01

CITY OF DOVER ORDINANCE # 2015-05, LF&A #1

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT

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

The amount hereinafter named aggregating Forty Three Million Three Hundred Ninety Nine Thousand dollars ($43,399,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

GENERAL FUND
REVENUES AND BUDGET FOR 2014-2015

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,393,000	$ 4,361,500
REVENUES		
FINES AND POLICE REVENUE	629,300	629,300
INVESTMENT INCOME	40,000	40,000
LIBRARY REVENUES	71,600	71,600
KENT COUNTY BOOK REIMBURSEMENT	450,000	490,000
BUSINESS LICENSES	1,460,000	1,460,000
PERMITS AND OTHER LICENSES	1,354,200	1,354,200
MISCELLANEOUS CHARGES	53,900	53,900
POLICE EXTRA DUTY	659,500	659,500
PROPERTY TAXES	11,049,200	11,049,200
BID REVENUE	50,000	50,000
RECREATION REVENUE	148,800	148,800
FRANCHISE FEE	636,000	636,000
SANITATION FEES	2,595,600	2,595,600
RENT REVENUE - GARRISON FARM	101,400	101,400
COURT OF CHANCERY FEES	1,023,000	1,023,000
REVENUES SUBTOTAL	20,322,500	20,362,500
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	1,354,900	1,371,100
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,508,100	3,588,200
INTERFUND SERVICE RECEIPTS SUBTOTAL	4,863,000	4,959,300
GRANTS		
POLICE RELATED	124,000	124,000
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISCELLANEOUS GRANTS	25,000	25,000
GRANTS SUBTOTAL	747,500	747,500
TRANSFERS FROM		
TRANSFER TAX	1,250,000	1,250,000
MUNICIPAL STREET AID	663,900	664,200
CIVIL TRAFFIC PENALTIES	500,000	500,000
WATER/WASTEWATER	500,000	500,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES INCLUDING CONTINGENCY	4,000	54,000
TRANSFERS FROM SUBTOTAL	12,917,900	12,968,200
TOTAL REVENUES	38,850,900	39,037,500
TOTALS	**$ 42,243,900**	**$ 43,399,000**

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
CITY CLERK	$ 383,200	$ 386,700
COUNCIL	106,600	106,600
TAX ASSESSOR	309,500	319,100
FIRE	716,100	716,100
GROUNDS MAINTENANCE	1,123,800	1,130,100
LIBRARY	1,393,100	1,422,000
RECREATION	706,400	710,800
LIFE SAFETY	504,800	534,600
CODE INFORCEMENT	418,400	420,500
PLANNING	444,100	449,400
INSPECTIONS	602,100	614,400
ECONOMIC DEVELOPMENT	223,000	223,000
POLICE	13,986,100	14,316,100
POLICE EXTRA DUTY	712,500	712,500
STREETS	665,100	676,200
SANITATION	2,248,000	2,225,200
CITY MANAGER	592,500	595,900
INFORMATION TECHNOLOGY	728,700	733,800
FINANCE	947,100	966,800
PUBLIC SERVICES - ADMINISTRATION	514,800	517,700
FACILITIES MANAGEMENT	677,800	690,400
PUBLIC WORKS - ENGINEERING	192,600	193,700
PROCUREMENT & INVENTORY	535,600	538,700
FLEET MAINTENANCE	776,700	791,300
CUSTOMER SERVICES	1,040,300	1,044,600
HUMAN RESOURCES	379,700	384,300
MAYOR	74,900	74,900
DEPARTMENT SUBTOTALS	31,003,500	31,495,400
OTHER EXPENSES		
DEBT SERVICE	708,600	708,600
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXPENSES	25,000	25,000
INSURANCE	724,800	724,800
RETIREES HEALTH CARE	1,636,500	1,636,500
OTHER EMPLOYMENT EXPENSES	500,000	118,200
POLICE PENSION FUND - STATE GRANT	500,000	500,000
POLICE PENSION FUND - UNFUNDED LIABILITY	655,000	655,000
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	774,500	774,500
OTHER EXPENSE SUBTOTAL	5,644,400	5,262,600
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,196,000	2,196,000
APPROPRIATION TO THE POLICE PENSION FUND	-	100,000
APPROPRIATION TO THE GENERAL PENSION FUND	-	543,000
TRANSFER TO CAPITAL ASSET RESERVE	-	60,000
TRANSFER TO CONTINGENCY RESERVE	-	300,000
TRANSFER TO PARKLAND RESERVE	-	25,000
TRANSFERS SUBTOTAL	2,196,000	3,224,000
TOTAL EXPENDITURES	38,843,900	39,982,000
CURRENT YEAR BALANCE	3,400,000	3,417,000
TOTALS	**$ 42,243,900**	**$ 43,399,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Million, Seven Hundred Fifty Five Thousand, Nine Hundred Dollars ($8,755,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1,2014 and ending June 30, 2015:

REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 117,100	$ 2,324,100
BEGINNING BALANCE - LIBRARY PROJECT	-	330,500
REVENUES		
STATE GRANTS - OTHER	153,000	208,000
PROPOSED BOND/BANK PROCEEDS - Street	2,661,100	2,675,000
LEASE PURCHASE OF FIRE AND POLICE EQUIPMENT	918,300	918,300
TRANSFER FROM GENERAL FUND FOR PROJECTS	2,196,000	2,196,000
TRANSFER FROM PARKLAND RESERVE	-	104,000
TOTAL REVENUES	5,928,400	6,101,300
TOTAL BEGINNING BALANCE AND REVENUES	**$ 6,045,500**	**$ 8,755,900**

EXPENSE SUMMARY

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
FIRE	$ 827,300	$ 827,300
GROUNDS MAINTENANCE	68,100	86,700
RECREATION	146,000	284,400
POLICE	499,100	601,700
STREETS	1,370,300	470,300
STREETS - GARRISON FARM INFRASTRUCTURE	2,586,100	5,447,600
SANITATION	256,500	256,500
CENTRAL SERVICES	-	55,000
BOND/LOAN ISSUANCE COST	75,000	61,100
DEPARTMENT SUBTOTAL	5,828,400	8,090,600
TRANSFERS & MISCELLANEOUS EXPENSES		
TRANSFER TO PARKLAND RESERVE	100,000	180,000
TRANSFER TO CAPITAL PROJECT RESERVE	-	330,500
TRANSFERS & MISCELLANEOUS SUBTOTAL	100,000	510,500
TOTAL EXPENSES AND TRANSFERS	5,928,400	8,601,100
CURRENT YEAR BALANCE	117,100	154,800
TOTALS	**$ 6,045,500**	**$ 8,755,900**

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

ADOPTED:

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Four Hundred Sixty Nine Thousand Two Hundred dollars ($469,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 466,000	$ 467,300
INTEREST EARNED	1,900	1,900
TOTALS	**$ 467,900**	**$ 469,200**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO OPERATING ACCOUNT	$ -	$ 50,000
CARRY FORWARD TO NEXT YEAR	467,900	419,200
TOTALS	**$ 467,900**	**$ 469,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Fifty Four Thousand dollars ($854,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 509,800	$ 521,000
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND CAPITAL PROJECT FUND	-	330,500
TOTAL RECEIPTS	2,500	333,000
TOTALS	**$ 512,300**	**$ 854,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CARRY FORWARD TO NEXT YEAR	$ 512,300	$ 854,000
TOTALS	**$ 512,300**	**$ 854,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Ninety Nine Thousand Seven Hundred Dollars ($399,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 203,800	$ 218,700
GENERAL FUND APPROPRIATION	100,000	180,000
INTEREST INCOME	1,000	1,000
TOTALS	**$ 304,800**	**$ 399,700**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	304,800	399,700
TOTALS	**$ 304,800**	**$ 399,700**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Six Hundred Sixty Four Thousand Three Hundred dollars ($664,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 100	$ 100
STATE GRANT - OPERATIONS	663,900	664,200
TOTALS	**$ 664,000**	**$ 664,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO GENERAL FUND - OPERATIONS	$ 663,900	$ 664,200
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 664,000**	**$ 664,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Fifteen Million Eight Hundred Four Thousand Nine Hundred dollars ($15,804,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 658,400	$ 763,600
BEGINNING BALANCE - WASTEWATER	(98,500)	87,500
BEGINNING BALANCE - KCSA	155,000	453,400
TOTAL BEGINNING BALANCES	714,900	1,304,500
BASE REVENUE		
WATER FEES	4,616,400	4,616,400
WASTEWATER FEES	3,706,800	3,706,800
WASTEWATER ADJUSTMENT FEES	2,902,600	2,902,600
GROUNDWATER INFLOW ADJUSTMENT	1,862,500	1,862,500
WATER TANK SPACE LEASING	331,900	331,900
SEWER IMPACT FEES	427,900	427,900
WATER IMPACT FEES	472,700	472,700
INTEREST - WATER	9,000	9,000
INTEREST - WASTEWATER	14,000	14,000
MISCELLANEOUS SERVICE FEE	156,600	156,600
TOTAL REVENUES	14,500,400	14,500,400
TOTAL BEGINNING BALANCES AND REVENUES	**$ 15,215,300**	**$ 15,804,900**

2014-2015 BUDGET ORDINANCES - CONTINUED
WATER/WASTEWATER FUND EXPENSES AND BUDGET BALANCES

	2014/15 BUDGET	2014/15 REVISED
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 500,900	$ 502,400
WATER CONSTRUCTION	252,500	253,300
WATER DEPARTMENT	485,300	488,600
WATER TREATMENT PLANT	1,576,900	1,582,200
WASTEWATER DEPARTMENT	974,100	974,700
DIRECT EXPENDITURE SUBTOTAL	3,789,700	3,801,200
OTHER EXPENSES		
DEBT SERVICE - WATER	534,100	534,100
DEBT SERVICE - WASTEWATER	617,900	617,900
RETIREES HEALTH CARE	200,000	200,000
OTHER EMPLOYMENT EXPENSES	17,700	6,200
KENT COUNTY TREATMENT CHARGE	3,655,000	3,655,000
INTRAFUND SERVICE FEES	1,354,900	1,371,100
OTHER EXPENSES SUBTOTAL	6,379,600	6,384,300
TRANSFER TO		
GENERAL FUND FROM WATER	250,000	250,000
GENERAL FUND FROM WASTEWATER	250,000	250,000
WATER IMP AND EXT	1,200,000	1,200,000
WASTEWATER IMP AND EXT	1,800,000	1,800,000
TRANSFER TO SUBTOTAL	3,500,000	3,500,000
TOTAL EXPENSES	13,669,300	13,685,500
CURRENT YEAR BALANCES		
CURRENT YEAR BALANCE WATER	1,020,100	1,113,300
CURRENT YEAR BALANCE WASTEWATER	(739,200)	(557,400)
CURRENT YEAR BALANCE KCSA	1,265,100	1,563,500
CURRENT YEAR BALANCE SUBTOTALS	1,546,000	2,119,400
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 15,215,300**	**$ 15,804,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Seventeen Million, Four Hundred Forty Four Thousand, Eight Hundred dollars ($17,444,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE - WATER	$ 1,021,200	$ 7,588,800
PRIOR YEAR BALANCE - WASTEWATER	1,060,000	5,500,400
TOTAL BEGINNING BALANCES	2,081,200	13,089,200
RECEIPTS		
TRANS FROM OPERATING FUND FOR WATER	1,200,000	1,200,000
TRANS FROM OPERATING FUND FOR WASTEWATER	1,800,000	1,800,000
TRANSFER FROM WASTEWATER IMPACT FEE RESERVE	1,315,600	1,315,600
INTEREST INCOME	25,000	40,000
TOTAL RECEIPTS	4,340,600	4,355,600
TOTALS	**$ 6,421,800**	**$ 17,444,800**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
WATER	$ 1,336,900	$ 7,526,500
WASTEWATER	3,277,200	7,757,300
WATER TREATMENT PLANT	38,100	38,100
TOTAL EXPENSES	4,652,200	15,321,900
CURRENT YEAR BALANCE - WATER	858,700	1,244,200
CURRENT YEAR BALANCE - WASTEWATER	910,900	878,700
CURRENT YEAR BALANCE SUBTOTALS	1,769,600	2,122,900
TOTALS	**$ 6,421,800**	**$ 17,444,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Forty One Thousand Six Hundred Dollars ($1,041,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 514,000	$ 508,500
BEGINNING BALANCE - WASTEWATER	512,900	507,300
TOTAL BEGINNING BALANCES	1,026,900	1,015,800
RECEIPTS		
INTEREST EARNINGS - WATER	8,700	8,700
INTEREST EARNINGS - WASTEWATER	8,700	8,700
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WATER	-	5,300
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WASTEWATER	-	3,100
TOTAL RECEIPTS	17,400	25,800
TOTALS	**$ 1,044,300**	**$ 1,041,600**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	$ 522,700	$ 522,500
CURRENT YEAR BALANCE - WASTEWATER	521,600	519,100
CURRENT YEAR BALANCE SUBTOTALS	1,044,300	1,041,600
TOTALS	**$ 1,044,300**	**$ 1,041,600**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Million Twenty Seven Thousand Nine Hundred Dollars ($3,027,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 200,500	$ 200,200
BEGINNING BALANCE - WASTEWATER	2,820,000	2,776,400
TOTAL BEGINNING BALANCES	3,020,500	2,976,600
RECEIPTS		
INTEREST EARNINGS - WATER	3,400	3,400
INTEREST EARNINGS - WASTEWATER	47,900	47,900
TOTAL RECEIPTS	51,300	51,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 1,315,600	$ 1,315,600
CURRENT YEAR BALANCE - WATER	203,900	203,600
CURRENT YEAR BALANCE - WASTEWATER	1,552,300	1,508,700
CURRENT YEAR BALANCE SUBTOTALS	1,756,200	1,712,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Two Hundred Ninety Nine Thousand two Hundred dollars ($299,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 105,900	$ 104,700
BEGINNING BALANCE - WASTEWATER	191,500	189,400
TOTAL BEGINNING BALANCES	297,400	294,100
RECEIPTS		
INTEREST EARNINGS	5,100	5,100
TOTAL RECEIPTS	5,100	5,100
TOTALS	**$ 302,500**	**$ 299,200**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	107,700	106,500
CURRENT YEAR BALANCE - WASTEWATER	194,800	192,700
CURRENT YEAR BALANCE SUBTOTALS	302,500	299,200
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 302,500**	**$ 299,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eighty Eight Million Nine Hundred Ten Thousand Three Hundred dollars ($88,910,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,253,600	$ 6,603,800
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,043,000	78,043,000
UTILITY TAX	1,296,900	1,296,900
MISCELLANEOUS REVENUE	624,600	624,600
RENT REVENUE	200,000	200,000
GREEN ENERGY	130,000	130,000
INTEREST EARNINGS	12,000	12,000
TRANSFER FROM RATE STABILIZATION	2,000,000	2,000,000
TOTAL REVENUES	82,306,500	82,306,500
TOTALS	**$ 91,560,100**	**$ 88,910,300**

2014-2015 BUDGET ORDINANCES - CONTINUED
ELECTRIC FUND EXPENSES AND BUDGET BALANCE

EXPENSES	2014/15 BUDGET	2014/15 REVISED
POWER SUPPLY	$ 21,823,000	$ 21,823,000
SOLAR ENERGY	2,067,600	2,067,600
SOLAR RENEWAL ENERGY CREDITS	378,600	378,600
POWER SUPPLY MANAGEMENT	996,000	996,000
PJM CHARGES - ENERGY	11,499,800	11,499,800
PJM CHARGES - TRANSMISSION & FEES	7,234,100	7,234,100
CAPACITY CHARGES	9,958,900	9,958,900
SUB-TOTAL POWER SUPPLY	53,958,000	53,958,000
PLANT OPERATIONS	6,141,000	6,141,100
GENERATIONS FUELS	1,611,100	1,611,100
PJM SPOT MARKET ENERGY	(2,232,800)	(2,232,800)
PJM CREDITS	(486,700)	(486,700)
CAPACITY CREDITS	(8,881,500)	(8,881,500)
GENERATION SUBTOTAL	(3,848,800)	(3,848,800)
POWER SUPPLY & GENERATION SUBTOTAL	50,109,200	50,109,200
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	4,028,700	4,044,500
ELECTRICAL ENGINEERING	1,370,900	1,374,300
ADMINISTRATION	636,600	637,400
METER READING	267,600	267,600
SYSTEMS OPERATIONS	686,300	696,500
DIRECT EXPENDITURE SUBTOTALS	6,990,100	7,020,300
OTHER EXPENSES:		
UTILITY TAX	1,296,900	1,296,900
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
CONTRACTUAL SERVICES	246,800	246,800
RETIREES HEALTH CARE	513,300	513,300
OTHER EMPLOYMENT EXPENSES	54,200	24,000
OPEB UNFUNDED LIABILITY	1,009,800	1,009,800
GREEN ENERGY PAYMENT TO DEMEC	130,000	130,000
INTRAFUND SERVICE FEES	3,508,100	3,588,200
INTEREST ON DEPOSITS	20,000	20,000
INVENTORY WRITE OFFS	175,000	175,000
DEBT SERVICE	3,297,000	3,297,000
OTHER EXPENSES SUBTOTAL	10,451,100	10,501,000
TRANSFER TO		
IMPROVEMENT & EXTENSION	4,750,000	4,750,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER TO SUBTOTAL	14,750,000	14,750,000
TOTAL EXPENSES	82,300,400	82,380,500
CURRENT YEAR BALANCE	9,259,700	6,529,800
TOTALS	**$ 91,560,100**	**$ 88,910,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million, Nine Hundred Sixty Seven Thousand Three Hundred Dollars ($10,967,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,362,200	$ 5,942,500
RECEIPTS		
TRANSFER FROM ELECTRIC	4,750,000	4,750,000
GENERAL SERVICE BILLING	250,000	250,000
INTEREST EARNINGS	24,800	24,800
TOTAL RECEIPTS	5,024,800	5,024,800
TOTALS	**$ 8,387,000**	**$ 10,967,300**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
ELECTRIC GENERATION	$ 2,240,000	$ 2,739,300
TRANSMISSION AND DISTRIBUTION	1,061,700	1,804,200
ELECTRICAL ENGINEERING	1,663,100	2,800,200
TOTAL EXPENSES	4,964,800	7,343,700
CURRENT YEAR BALANCE	3,422,200	3,623,600
TOTALS	**$ 8,387,000**	**$ 10,967,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Twenty Five Thousand dollars ($825,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 820,100	$ 819,100
RECEIPTS		
INTEREST EARNINGS	5,900	5,900
TOTAL RECEIPTS	5,900	5,900
TOTALS	**$ 826,000**	**$ 825,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	826,000	825,000
TOTALS	**$ 826,000**	**$ 825,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Fifteen Thousand Three Hundred dollars ($10,015,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,898,000	$ 9,915,100
INTEREST EARNINGS	100,200	100,200
TOTALS	**$ 9,998,200**	**$ 10,015,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	9,998,200	10,015,300
TOTALS	**$ 9,998,200**	**$ 10,015,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million One Hundred Thirty Six Thousand Nine Hundred dollars ($10,136,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,076,200	$ 10,064,400
INTEREST EARNINGS	72,500	72,500
TOTALS	**$ 10,148,700**	**$ 10,136,900**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	10,148,700	10,136,900
TOTALS	**$ 10,148,700**	**$ 10,136,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY INSURANCE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Seven Hundred Forty Two Thousand Eight Hundred dollars ($742,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 738,300	$ 737,500
INTEREST EARNINGS	5,300	5,300
TOTALS	**$ 743,600**	**$ 742,800**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	743,600	742,800
TOTALS	**$ 743,600**	**$ 742,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY RATE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Five Hundred Forty One Thousand Five Hundred dollars ($10,541,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,507,300	$ 10,465,800
INTEREST EARNINGS	75,700	75,700
TOTALS	**$ 10,583,000**	**$ 10,541,500**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO ELECTRIC FUND	$ 2,000,000	$ 2,000,000
CURRENT YEAR BALANCE	8,583,000	8,541,500
TOTALS	**$ 10,583,000**	**$ 10,541,500**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Six Hundred Twenty Four Thousand Four Hundred dollars ($1,624,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 1,135,000	$ 1,123,300
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	490,500	490,500
TOTALS	**$ 1,636,100**	**$ 1,624,400**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 450,000	$ 450,000
INSURANCE	92,600	92,600
BANK FEES	600	600
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	57,000	57,000
TOTAL EXPENSES	637,200	637,200
CURRENT YEAR BALANCE	998,900	987,200
TOTALS	**$ 1,636,100**	**$ 1,624,400**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Twenty Six Thousand two Hundred dollars ($326,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 17,300	$ 44,800
STATE GRANT	274,100	278,900
FEDERAL GRANT	-	2,500
TOTALS	**$ 291,400**	**$ 326,200**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
FURNITURE	$ 2,000	$ 15,100
OFFICE SUPPLIES	24,000	28,000
PRINTING/DUPLICATING	8,900	14,000
AUDIO VISUAL SUPPLIES	74,000	75,100
BOOKS	128,900	132,600
PROGRAM EXPENSES/SUPPLIES	28,000	29,900
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	3,500	3,500
CONTRACTUAL SERVICES	-	900
OFFICE EQUIPMENT/REPAIRS & MAINT	2,000	6,000
COMPUTER HARDWARE	2,700	-
OTHER EQUIP - LEASE	-	1,200
SUBTOTAL EXPENSES STATE GRANTS	274,100	306,400
PROGRAM EXPENSES/SUPPLIES	-	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	-	2,500
CURRENT YEAR BALANCE	17,300	17,300
TOTALS	**$ 291,400**	**$ 326,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Six Hundred Eight Thousand Five Hundred dollars ($608,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 77,200	$ 172,100
STATE AND FEDERAL GRANTS	339,000	436,400
TOTALS	**$ 416,200**	**$ 608,500**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CADET PROGRAM SALARIES AND BENEFITS	-	17,900
POLICE EQUIPT & PROG SUPP	156,000	317,900
TECHNOLOGY EQUIPMENT	50,000	47,800
CELL PHONE CHARGES	15,000	15,000
TRAINING	32,000	45,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	6,000	10,200
SUBTOTAL EXPENSES	260,000	454,800
OPERATING TRANSFERS-OUT	124,000	124,000
SUBTOTAL FINANCING USES	124,000	124,000
CURRENT YEAR BALANCE	32,200	29,700
TOTALS	**$ 416,200**	**$ 608,500**

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

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

CDBG FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Two Hundred Eighty Six Thousand Three Hundred dollars ($286,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ -	$ 2,100
STATE AND FEDERAL GRANTS	235,000	284,200
TOTALS	**$ 235,000**	**$ 286,300**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
Prior year Closing cost/down payment program	-	200
Prior year MHDC home repair	-	2,000
Prior year Elizabeth W Murphey School	-	1,200
Prior year Ncall Research Inc.	-	2,300
Prior year Milford housing H/O rehab	-	3,000
Current year closing cost/down payment program	102,800	102,800
Current year Dover interfaith ministry	27,500	27,500
Current year Elizabeth W Murphey school	50,000	50,000
Current year Ncall Research Inc.	7,700	7,700
Current year salaries	47,000	87,500
TOTAL EXPENDITURES	235,000	284,200
CURRENT YEAR BALANCE	-	2,100
TOTALS	**$ 235,000**	**$ 286,300**

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

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

ADOPTED: *

CITY OF DOVER ORDINANCE # 2015-05

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT

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

The amount hereinafter named aggregating Forty Three Million Three Hundred Ninety Nine Thousand dollars ($43,399,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

GENERAL FUND
REVENUES AND BUDGET FOR 2014-2015

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,393,000	$ 4,361,500
REVENUES		
FINES AND POLICE REVENUE	629,300	629,300
INVESTMENT INCOME	40,000	40,000
LIBRARY REVENUES	71,600	71,600
KENT COUNTY BOOK REIMBURSEMENT	450,000	490,000
BUSINESS LICENSES	1,460,000	1,460,000
PERMITS AND OTHER LICENSES	1,354,200	1,354,200
MISCELLANEOUS CHARGES	53,900	53,900
POLICE EXTRA DUTY	659,500	659,500
PROPERTY TAXES	11,049,200	11,049,200
BID REVENUE	50,000	50,000
RECREATION REVENUE	148,800	148,800
FRANCHISE FEE	636,000	636,000
SANITATION FEES	2,595,600	2,595,600
RENT REVENUE - GARRISON FARM	101,400	101,400
COURT OF CHANCERY FEES	1,023,000	1,023,000
REVENUES SUBTOTAL	20,322,500	20,362,500
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	1,354,900	1,371,100
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,508,100	3,588,200
INTERFUND SERVICE RECEIPTS SUBTOTAL	4,863,000	4,959,300
GRANTS		
POLICE RELATED	124,000	124,000
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISCELLANEOUS GRANTS	25,000	25,000
GRANTS SUBTOTAL	747,500	747,500
TRANSFERS FROM		
TRANSFER TAX	1,250,000	1,250,000
MUNICIPAL STREET AID	663,900	664,200
CIVIL TRAFFIC PENALTIES	500,000	500,000
WATER/WASTEWATER	500,000	500,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES INCLUDING CONTINGENCY	4,000	54,000
TRANSFERS FROM SUBTOTAL	12,917,900	12,968,200
TOTAL REVENUES	38,850,900	39,037,500
TOTALS	**$ 42,243,900**	**$ 43,399,000**

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
CITY CLERK	$ 383,200	$ 386,700
COUNCIL	106,600	106,600
TAX ASSESSOR	309,500	319,100
FIRE	716,100	716,100
GROUNDS MAINTENANCE	1,123,800	1,130,100
LIBRARY	1,393,100	1,422,000
RECREATION	706,400	710,800
LIFE SAFETY	504,800	535,700
CODE INFORCEMENT	418,400	419,400
PLANNING	444,100	449,400
INSPECTIONS	602,100	614,400
ECONOMIC DEVELOPMENT	223,000	223,000
POLICE	13,986,100	14,332,500
POLICE EXTRA DUTY	712,500	712,500
STREETS	665,100	676,200
SANITATION	2,248,000	2,225,200
CITY MANAGER	592,500	595,900
INFORMATION TECHNOLOGY	728,700	733,800
FINANCE	947,100	966,800
PUBLIC SERVICES - ADMINISTRATION	514,800	517,700
FACILITIES MANAGEMENT	677,800	690,400
PUBLIC WORKS - ENGINEERING	192,600	193,700
PROCUREMENT & INVENTORY	535,600	538,700
FLEET MAINTENANCE	776,700	791,300
CUSTOMER SERVICES	1,040,300	1,044,600
HUMAN RESOURCES	379,700	384,300
MAYOR	74,900	74,900
DEPARTMENT SUBTOTALS	31,003,500	31,511,800
OTHER EXPENSES		
DEBT SERVICE	708,600	708,600
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXPENSES	25,000	25,000
INSURANCE	724,800	724,800
RETIREES HEALTH CARE	1,636,500	1,636,500
OTHER EMPLOYMENT EXPENSES	500,000	118,200
POLICE PENSION FUND - STATE GRANT	500,000	500,000
POLICE PENSION FUND - UNFUNDED LIABILITY	655,000	655,000
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	774,500	774,500
OTHER EXPENSE SUBTOTAL	5,644,400	5,262,600
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,196,000	2,196,000
APPROPRIATION TO THE POLICE PENSION FUND	-	100,000
APPROPRIATION TO THE GENERAL PENSION FUND	-	543,000
TRANSFERS SUBTOTAL	2,196,000	2,839,000
TOTAL EXPENDITURES	38,843,900	39,613,400
CURRENT YEAR BALANCE	3,400,000	3,785,600
TOTALS	**$ 42,243,900**	**$ 43,399,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Million, Seven Hundred Fifty Five Thousand, Nine Hundred Dollars ($8,755,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1,2014 and ending June 30, 2015:

REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 117,100	$ 2,324,100
BEGINNING BALANCE - LIBRARY PROJECT	-	330,500
REVENUES		
STATE GRANTS - OTHER	153,000	208,000
PROPOSED BOND/BANK PROCEEDS - Street	2,661,100	2,675,000
LEASE PURCHASE OF FIRE AND POLICE EQUIPMENT	918,300	918,300
TRANSFER FROM GENERAL FUND FOR PROJECTS	2,196,000	2,196,000
TRANSFER FROM PARKLAND RESERVE	-	104,000
TOTAL REVENUES	5,928,400	6,101,300
TOTAL BEGINNING BALANCE AND REVENUES	**$ 6,045,500**	**$ 8,755,900**

EXPENSE SUMMARY

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
FIRE	$ 827,300	$ 827,300
GROUNDS MAINTENANCE	68,100	86,700
RECREATION	146,000	284,400
POLICE	499,100	601,700
STREETS	1,370,300	470,300
STREETS - GARRISON FARM INFRASTRUCTURE	2,586,100	5,447,600
SANITATION	256,500	256,500
CENTRAL SERVICES	-	55,000
BOND/LOAN ISSUANCE COST	75,000	61,100
DEPARTMENT SUBTOTAL	5,828,400	8,090,600
TRANSFERS & MISCELLANEOUS EXPENSES		
TRANSFER TO PARKLAND RESERVE	100,000	180,000
TRANSFER TO CAPITAL PROJECT RESERVE	-	330,500
TRANSFERS & MISCELLANEOUS SUBTOTAL	100,000	510,500
TOTAL EXPENSES AND TRANSFERS	5,928,400	8,601,100
CURRENT YEAR BALANCE	117,100	154,800
TOTALS	**$ 6,045,500**	**$ 8,755,900**

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

ADOPTED:

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Four Hundred Sixty Nine Thousand Two Hundred dollars ($469,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 466,000	$ 467,300
INTEREST EARNED	1,900	1,900
TOTALS	**$ 467,900**	**$ 469,200**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO OPERATING ACCOUNT	$ -	$ 50,000
CARRY FORWARD TO NEXT YEAR	467,900	419,200
TOTALS	**$ 467,900**	**$ 469,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Fifty Four Thousand dollars ($854,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 509,800	$ 521,000
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND CAPITAL PROJECT FUND	-	330,500
TOTAL RECEIPTS	2,500	333,000
TOTALS	**$ 512,300**	**$ 854,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CARRY FORWARD TO NEXT YEAR	$ 512,300	$ 854,000
TOTALS	**$ 512,300**	**$ 854,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Ninety Nine Thousand Seven Hundred Dollars ($399,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 203,800	$ 218,700
GENERAL FUND APPROPRIATION	100,000	180,000
INTEREST INCOME	1,000	1,000
TOTALS	**$ 304,800**	**$ 399,700**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	304,800	399,700
TOTALS	**$ 304,800**	**$ 399,700**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Six Hundred Sixty Four Thousand Three Hundred dollars ($664,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 100	$ 100
STATE GRANT - OPERATIONS	663,900	664,200
TOTALS	**$ 664,000**	**$ 664,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO GENERAL FUND - OPERATIONS	$ 663,900	$ 664,200
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 664,000**	**$ 664,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Fifteen Million Eight Hundred Four Thousand Nine Hundred dollars ($15,804,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 658,400	$ 763,600
BEGINNING BALANCE - WASTEWATER	(98,500)	87,500
BEGINNING BALANCE - KCSA	155,000	453,400
TOTAL BEGINNING BALANCES	714,900	1,304,500
BASE REVENUE		
WATER FEES	4,616,400	4,616,400
WASTEWATER FEES	3,706,800	3,706,800
WASTEWATER ADJUSTMENT FEES	2,902,600	2,902,600
GROUNDWATER INFLOW ADJUSTMENT	1,862,500	1,862,500
WATER TANK SPACE LEASING	331,900	331,900
SEWER IMPACT FEES	427,900	427,900
WATER IMPACT FEES	472,700	472,700
INTEREST - WATER	9,000	9,000
INTEREST - WASTEWATER	14,000	14,000
MISCELLANEOUS SERVICE FEE	156,600	156,600
TOTAL REVENUES	14,500,400	14,500,400
TOTAL BEGINNING BALANCES AND REVENUES	**$ 15,215,300**	**$ 15,804,900**

2014-2015 BUDGET ORDINANCES - CONTINUED
WATER/WASTEWATER FUND EXPENSES AND BUDGET BALANCES

	2014/15 BUDGET	2014/15 REVISED
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 500,900	$ 502,400
WATER CONSTRUCTION	252,500	253,300
WATER DEPARTMENT	485,300	488,600
WATER TREATMENT PLANT	1,576,900	1,582,200
WASTEWATER DEPARTMENT	974,100	974,700
DIRECT EXPENDITURE SUBTOTAL	3,789,700	3,801,200
OTHER EXPENSES		
DEBT SERVICE - WATER	534,100	534,100
DEBT SERVICE - WASTEWATER	617,900	617,900
RETIREES HEALTH CARE	200,000	200,000
OTHER EMPLOYMENT EXPENSES	17,700	6,200
KENT COUNTY TREATMENT CHARGE	3,655,000	3,655,000
INTRAFUND SERVICE FEES	1,354,900	1,371,100
OTHER EXPENSES SUBTOTAL	6,379,600	6,384,300
TRANSFER TO		
GENERAL FUND FROM WATER	250,000	250,000
GENERAL FUND FROM WASTEWATER	250,000	250,000
WATER IMP AND EXT	1,200,000	1,200,000
WASTEWATER IMP AND EXT	1,800,000	1,800,000
TRANSFER TO SUBTOTAL	3,500,000	3,500,000
TOTAL EXPENSES	13,669,300	13,685,500
CURRENT YEAR BALANCES		
CURRENT YEAR BALANCE WATER	1,020,100	1,113,300
CURRENT YEAR BALANCE WASTEWATER	(739,200)	(557,400)
CURRENT YEAR BALANCE KCSA	1,265,100	1,563,500
CURRENT YEAR BALANCE SUBTOTALS	1,546,000	2,119,400
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 15,215,300**	**$ 15,804,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Seventeen Million, Four Hundred Forty Four Thousand, Eight Hundred dollars ($17,444,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE - WATER	$ 1,021,200	$ 7,588,800
PRIOR YEAR BALANCE - WASTEWATER	1,060,000	5,500,400
TOTAL BEGINNING BALANCES	2,081,200	13,089,200
RECEIPTS		
TRANS FROM OPERATING FUND FOR WATER	1,200,000	1,200,000
TRANS FROM OPERATING FUND FOR WASTEWATER	1,800,000	1,800,000
TRANSFER FROM WASTEWATER IMPACT FEE RESERVE	1,315,600	1,315,600
INTEREST INCOME	25,000	40,000
TOTAL RECEIPTS	4,340,600	4,355,600
TOTALS	**$ 6,421,800**	**$ 17,444,800**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
WATER	$ 1,336,900	$ 7,526,500
WASTEWATER	3,277,200	7,757,300
WATER TREATMENT PLANT	38,100	38,100
TOTAL EXPENSES	4,652,200	15,321,900
CURRENT YEAR BALANCE - WATER	858,700	1,244,200
CURRENT YEAR BALANCE - WASTEWATER	910,900	878,700
CURRENT YEAR BALANCE SUBTOTALS	1,769,600	2,122,900
TOTALS	**$ 6,421,800**	**$ 17,444,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Forty One Thousand Six Hundred Dollars ($1,041,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 514,000	$ 508,500
BEGINNING BALANCE - WASTEWATER	512,900	507,300
TOTAL BEGINNING BALANCES	1,026,900	1,015,800
RECEIPTS		
INTEREST EARNINGS - WATER	8,700	8,700
INTEREST EARNINGS - WASTEWATER	8,700	8,700
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WATER	-	5,300
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WASTEWATER	-	3,100
TOTAL RECEIPTS	17,400	25,800
TOTALS	**$ 1,044,300**	**$ 1,041,600**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	$ 522,700	$ 522,500
CURRENT YEAR BALANCE - WASTEWATER	521,600	519,100
CURRENT YEAR BALANCE SUBTOTALS	1,044,300	1,041,600
TOTALS	**$ 1,044,300**	**$ 1,041,600**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Million Twenty Seven Thousand Nine Hundred Dollars ($3,027,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 200,500	$ 200,200
BEGINNING BALANCE - WASTEWATER	2,820,000	2,776,400
TOTAL BEGINNING BALANCES	3,020,500	2,976,600
RECEIPTS		
INTEREST EARNINGS - WATER	3,400	3,400
INTEREST EARNINGS - WASTEWATER	47,900	47,900
TOTAL RECEIPTS	51,300	51,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 1,315,600	$ 1,315,600
CURRENT YEAR BALANCE - WATER	203,900	203,600
CURRENT YEAR BALANCE - WASTEWATER	1,552,300	1,508,700
CURRENT YEAR BALANCE SUBTOTALS	1,756,200	1,712,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Two Hundred Ninety Nine Thousand two Hundred dollars ($299,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 105,900	$ 104,700
BEGINNING BALANCE - WASTEWATER	191,500	189,400
TOTAL BEGINNING BALANCES	297,400	294,100
RECEIPTS		
INTEREST EARNINGS	5,100	5,100
TOTAL RECEIPTS	5,100	5,100
TOTALS	**$ 302,500**	**$ 299,200**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	107,700	106,500
CURRENT YEAR BALANCE - WASTEWATER	194,800	192,700
CURRENT YEAR BALANCE SUBTOTALS	302,500	299,200
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 302,500**	**$ 299,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eighty Eight Million Nine Hundred Ten Thousand Three Hundred dollars ($88,910,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,253,600	$ 6,603,800
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,043,000	78,043,000
UTILITY TAX	1,296,900	1,296,900
MISCELLANEOUS REVENUE	624,600	624,600
RENT REVENUE	200,000	200,000
GREEN ENERGY	130,000	130,000
INTEREST EARNINGS	12,000	12,000
TRANSFER FROM RATE STABILIZATION	2,000,000	2,000,000
TOTAL REVENUES	82,306,500	82,306,500
TOTALS	**$ 91,560,100**	**$ 88,910,300**

2014-2015 BUDGET ORDINANCES - CONTINUED
ELECTRIC FUND EXPENSES AND BUDGET BALANCE

EXPENSES	2014/15 BUDGET	2014/15 REVISED
POWER SUPPLY	$ 21,823,000	$ 21,823,000
SOLAR ENERGY	2,067,600	2,067,600
SOLAR RENEWAL ENERGY CREDITS	378,600	378,600
POWER SUPPLY MANAGEMENT	996,000	996,000
PJM CHARGES - ENERGY	11,499,800	11,499,800
PJM CHARGES - TRANSMISSION & FEES	7,234,100	7,234,100
CAPACITY CHARGES	9,958,900	9,958,900
SUB-TOTAL POWER SUPPLY	53,958,000	53,958,000
PLANT OPERATIONS	6,141,000	6,141,100
GENERATIONS FUELS	1,611,100	1,611,100
PJM SPOT MARKET ENERGY	(2,232,800)	(2,232,800)
PJM CREDITS	(486,700)	(486,700)
CAPACITY CREDITS	(8,881,500)	(8,881,500)
GENERATION SUBTOTAL	(3,848,800)	(3,848,800)
POWER SUPPLY & GENERATION SUBTOTAL	50,109,200	50,109,200
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	4,028,700	4,044,500
ELECTRICAL ENGINEERING	1,370,900	1,374,300
ADMINISTRATION	636,600	637,400
METER READING	267,600	267,600
SYSTEMS OPERATIONS	686,300	696,500
DIRECT EXPENDITURE SUBTOTALS	6,990,100	7,020,300
OTHER EXPENSES:		
UTILITY TAX	1,296,900	1,296,900
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
CONTRACTUAL SERVICES	246,800	246,800
RETIREES HEALTH CARE	513,300	513,300
OTHER EMPLOYMENT EXPENSES	54,200	24,000
OPEB UNFUNDED LIABILITY	1,009,800	1,009,800
GREEN ENERGY PAYMENT TO DEMEC	130,000	130,000
INTRAFUND SERVICE FEES	3,508,100	3,588,200
INTEREST ON DEPOSITS	20,000	20,000
INVENTORY WRITE OFFS	175,000	175,000
DEBT SERVICE	3,297,000	3,297,000
OTHER EXPENSES SUBTOTAL	10,451,100	10,501,000
TRANSFER TO		
IMPROVEMENT & EXTENSION	4,750,000	4,750,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER TO SUBTOTAL	14,750,000	14,750,000
TOTAL EXPENSES	82,300,400	82,380,500
CURRENT YEAR BALANCE	9,259,700	6,529,800
TOTALS	**$ 91,560,100**	**$ 88,910,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million, Nine Hundred Sixty Seven Thousand Three Hundred Dollars ($10,967,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,362,200	$ 5,942,500
RECEIPTS		
TRANSFER FROM ELECTRIC	4,750,000	4,750,000
GENERAL SERVICE BILLING	250,000	250,000
INTEREST EARNINGS	24,800	24,800
TOTAL RECEIPTS	5,024,800	5,024,800
TOTALS	**$ 8,387,000**	**$ 10,967,300**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
ELECTRIC GENERATION	$ 2,240,000	$ 2,739,300
TRANSMISSION AND DISTRIBUTION	1,061,700	1,804,200
ELECTRICAL ENGINEERING	1,663,100	2,800,200
TOTAL EXPENSES	4,964,800	7,343,700
CURRENT YEAR BALANCE	3,422,200	3,623,600
TOTALS	**$ 8,387,000**	**$ 10,967,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Twenty Five Thousand dollars ($825,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 820,100	$ 819,100
RECEIPTS		
INTEREST EARNINGS	5,900	5,900
TOTAL RECEIPTS	5,900	5,900
TOTALS	**$ 826,000**	**$ 825,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	826,000	825,000
TOTALS	**$ 826,000**	**$ 825,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Fifteen Thousand Three Hundred dollars ($10,015,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,898,000	$ 9,915,100
INTEREST EARNINGS	100,200	100,200
TOTALS	**$ 9,998,200**	**$ 10,015,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	9,998,200	10,015,300
TOTALS	**$ 9,998,200**	**$ 10,015,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million One Hundred Thirty Six Thousand Nine Hundred dollars ($10,136,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,076,200	$ 10,064,400
INTEREST EARNINGS	72,500	72,500
TOTALS	**$ 10,148,700**	**$ 10,136,900**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	10,148,700	10,136,900
TOTALS	**$ 10,148,700**	**$ 10,136,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY INSURANCE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Seven Hundred Forty Two Thousand Eight Hundred dollars ($742,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 738,300	$ 737,500
INTEREST EARNINGS	5,300	5,300
TOTALS	**$ 743,600**	**$ 742,800**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	743,600	742,800
TOTALS	**$ 743,600**	**$ 742,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY RATE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Five Hundred Forty One Thousand Five Hundred dollars ($10,541,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,507,300	$ 10,465,800
INTEREST EARNINGS	75,700	75,700
TOTALS	**$ 10,583,000**	**$ 10,541,500**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO ELECTRIC FUND	$ 2,000,000	$ 2,000,000
CURRENT YEAR BALANCE	8,583,000	8,541,500
TOTALS	**$ 10,583,000**	**$ 10,541,500**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Six Hundred Twenty Four Thousand Four Hundred dollars ($1,624,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 1,135,000	$ 1,123,300
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	490,500	490,500
TOTALS	**$ 1,636,100**	**$ 1,624,400**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 450,000	$ 450,000
INSURANCE	92,600	92,600
BANK FEES	600	600
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	57,000	57,000
TOTAL EXPENSES	637,200	637,200
CURRENT YEAR BALANCE	998,900	987,200
TOTALS	**$ 1,636,100**	**$ 1,624,400**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Twenty Six Thousand two Hundred dollars ($326,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 17,300	$ 44,800
STATE GRANT	274,100	278,900
FEDERAL GRANT	-	2,500
TOTALS	**$ 291,400**	**$ 326,200**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
FURNITURE	$ 2,000	$ 15,100
OFFICE SUPPLIES	24,000	28,000
PRINTING/DUPLICATING	8,900	14,000
AUDIO VISUAL SUPPLIES	74,000	75,100
BOOKS	128,900	132,600
PROGRAM EXPENSES/SUPPLIES	28,000	29,900
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	3,500	3,500
CONTRACTUAL SERVICES	-	900
OFFICE EQUIPMENT/REPAIRS & MAINT	2,000	6,000
COMPUTER HARDWARE	2,700	-
OTHER EQUIP - LEASE	-	1,200
SUBTOTAL EXPENSES STATE GRANTS	274,100	306,400
PROGRAM EXPENSES/SUPPLIES	-	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	-	2,500
CURRENT YEAR BALANCE	17,300	17,300
TOTALS	**$ 291,400**	**$ 326,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Six Hundred Eight Thousand Five Hundred dollars ($608,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 77,200	$ 172,100
STATE AND FEDERAL GRANTS	339,000	436,400
TOTALS	**$ 416,200**	**$ 608,500**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CADET PROGRAM SALARIES AND BENEFITS	-	17,900
POLICE EQUIPT & PROG SUPP	156,000	317,900
TECHNOLOGY EQUIPMENT	50,000	47,800
CELL PHONE CHARGES	15,000	15,000
TRAINING	32,000	45,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	6,000	10,200
SUBTOTAL EXPENSES	260,000	454,800
OPERATING TRANSFERS-OUT	124,000	124,000
SUBTOTAL FINANCING USES	124,000	124,000
CURRENT YEAR BALANCE	32,200	29,700
TOTALS	**$ 416,200**	**$ 608,500**

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

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

CDBG FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Two Hundred Eighty Six Thousand Three Hundred dollars ($286,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ -	$ 2,100
STATE AND FEDERAL GRANTS	235,000	284,200
TOTALS	**$ 235,000**	**$ 286,300**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
Prior year Closing cost/down payment program	-	200
Prior year MHDC home repair	-	2,000
Prior year Elizabeth W Murphey School	-	1,200
Prior year Ncall Research Inc.	-	2,300
Prior year Milford housing H/O rehab	-	3,000
Current year closing cost/down payment program	102,800	102,800
Current year Dover interfaith ministry	27,500	27,500
Current year Elizabeth W Murphey school	50,000	50,000
Current year Ncall Research Inc.	7,700	7,700
Current year salaries	47,000	87,500
TOTAL EXPENDITURES	235,000	284,200
CURRENT YEAR BALANCE	-	2,100
TOTALS	**$ 235,000**	**$ 286,300**

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

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

ADOPTED: *

CITY OF DOVER
TRAINING, CONFERENCE & TRAVEL POLICY

A. INTRODUCTION

1. Purpose

The purpose of this policy is to provide guidelines under which City of Dover employees, public officials, and appointees will be reimbursed for authorized travel expenses incurred in the conduct of business for the City of Dover, hereinafter referred to as "City." In addition to the guidelines, specific procedures with regard to incurring and reporting related expenses are provided.

2. Scope

This policy shall apply to employees of the City of Dover, elected officials, boards, commissions and others, who are engaged in authorized travel and who expend City funds for travel purposes. The Mayor and Members of City Council are not required to submit a Travel Authorization and Completion Form, but are required to follow the financial and budget requirements of this policy.

While this policy does not cover every possible situation, it establishes adequate guidelines for employees and officials to make appropriate and consistent judgments regarding the expenditure of City funds for reimbursable expenses. The City of Dover will provide flexibility to meet the special needs and requirements of their employees during travel.

It remains the responsibility of city management to control and approve travel-related expenditures. The City Manager and Controller/Treasurer may impose more stringent rules when deemed appropriate or necessary.

The City Manager and Controller/Treasurer will review every three years the implementation of this Policy and will provide policy interpretations and assistance to ensure effective and efficient implementation. Any exceptions will be subject to approval by the City Manager and Controller/Treasurer. The City Manager and Controller/Treasurer may also, on a case-by case basis, approve reimbursements exceeding the guideline amounts referenced in this policy. In any such instance, a detailed explanation and substantiation (a receipt) is required. Enforcement of this policy will be the responsibility of the Controller/Treasurer.

3. Responsibility

a. Employee, Public Official, or Appointee
   - Comply with all provisions of this policy.
   - Obtain the necessary approvals in advance for overnight travel and out-of-state use of City vehicles. Provide a copy of the approval with the travel prepayment made by direct voucher.
   - All expenses incurred in the course of City business are to be in accordance with the City's Administrative Policies and Rules of Ethics and must be paid solely from appropriated funds.
   - Comply with the ten (10) working-day rule.

b. Department Director/City Manager/Council Designee
   - Ensure compliance with this policy.

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- Review and approve each of their employees/official's travel approval requests and reimbursable expenses.
- Ensure sufficient funds are available for all anticipated expenses.

c. Signatures on the Travel Expense Report (City of Dover Form 030 Exhibit B) certify that the expenses were incurred by the employee/official requesting reimbursement for official City business, are reimbursable in accordance with this policy, and have not been reimbursed except as indicated on this form.

Required signatures for expenses are:

- Employee
- Supervisor
- Department Director or Council Designee

B. TRAINING AND CONFERENCE REGISTRATION FEES

1. Request for payment of registration fees shall be accompanied by the registration form.

2. City Council, Planning Commission and the Mayor are offered opportunities to attend courses designed for governmental officials. Any member of Council wanting to take advantage of these courses offered by the following organizations will submit to the City Clerk's office their request for registration.

- Delaware League of Local Governments
- National League of Cities
- US Conference of Mayors
- International City Managers Association
- Government Finance Officers Association (GFOA)
- American Public Power Association (APPA)
- American Public Works Association (APWA)
- American Planning Association
- Organizations that provide Continuing Education credits for professional license renewals of applicable staff.

Any courses not offered by these organizations will be submitted to the City Manager and Controller/Treasurer for concurrence.

C. TRAVEL AUTHORIZATION

All out-of-state travel that extends beyond one day shall be approved by the City Manager. All requests shall be made on the "Travel Authorization Form" (City of Dover - Form 047 Exhibit A). A copy of the conference or meeting program must be attached to the form. The authorization form must be submitted to the City Manager in a reasonable amount of time prior to the traveling day.

The Department Director or City Manager may impose specific requirements as to the time the authorization form must be submitted prior to travel. Employees and Officials traveling on official City business should be aware that the approval is for travel only, and is not a blanket approval of the expenses incurred.

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A travel packet including the authorization form, the meeting program/itinerary, and the purchase orders for advanced costs must be submitted to the Accounts Payable Department. The Purchase Orders for the advanced costs should include the necessary supporting documentation. It does not require the submission of duplicate information. Please note Purchase Orders for registration costs must include the Registration form unless previously submitted; submission for hotel and airfare costs must include documentation of the individual costs unless previously submitted.

D. TRANSPORTATION: COMMON CARRIER

1. General

All trips requiring the use of common carrier must be pre-approved by the appropriate approval authority.

The mode of travel must be justified on the basis of the most economical use of time of the personnel involved, the cost of optional travel modes, and the requirements of the trip.

All common carrier reservations must be consistent with reasonable business travel planning, common carrier will be booked at the lowest available fare. If the lowest available fare is turned down by the traveler, the traveler's explanation for the denial is to be provided with the travel authorization request.

Travelers should be advised to make travel reservations as far in advance as possible to attain the lowest fares, including non-refundable tickets. Travelers may not specify particular airlines or other carriers to accumulate mileage on promotional plans such as frequent flyer programs.

In order to take advantage of special discount rates (supersaver fares, etc.), reimbursement to an employee may be made prior to a trip being taken under the following conditions:

a. Documentation of the substantial savings that will accrue to the City (e.g., supersaver discounts).
b. Employee's proof of payment on a statement from the airline, other than credit card receipts.

Most airlines will not give refunds or partial refunds for supersaver airfares.

It is encouraged to examine the advantage of fares requiring early trip departure or delayed return. However, it is important to consider the additional cost of meals and lodging for the required extra day(s) stay when comparing cost.

2. Air Travel

a. Accommodations - When commercial airlines are used as a mode of travel, accommodations shall be coach/economy class unless some other class accommodations are more economical.

b. Routing of Travel - All travel will be by the most economical and direct routes.

   In the event that a person travels by an indirect route for personal convenience, the extra expense shall be the responsibility of the individual. Reimbursement for expenses shall be based only on the cost of the most economical and direct route.

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c. Conference Airfare Arrangements

When attending a conference, always check conference materials to see if special airline discounts are offered. When a special airline discount rate is offered and conferees are instructed to go directly to an airline to obtain the discount fare, the employee should compare the conference rates through the internet with all other airline rates available before scheduling airline

reservations. The employee should always book the lowest fare possible. (See Section F.3. for Conference Lodging Arrangements).

3. Rail Travel

1. Accommodations

When it has been determined that rail travel is the most appropriate mode of transportation, the most economical class accommodations shall be utilized.

E. TRANSPORTATION: PASSENGER VEHICLES

1. City-Owned Vehicles

City-owned vehicles should be utilized for both in-state and out-of-state travel when such use is the most practical and economical mode of transportation, including the cost of tolls, fuel and parking.

2. Use of Privately-Owned Vehicles

a. The use of privately owned vehicles for any City travel (both in state and out-of-state) should only be used when a City Vehicle is not available. The use of a privately owned vehicle for City travel shall require the prior approval of the City Manager and Department Director. Reimbursement of private vehicle expenses shall be at the Council approved rate as indicated on Exhibit B for actual and necessary miles traveled. Beginning and ending odometer readings are required for the reimbursement for mileage.

b. In considering approval for use of personal vehicles, the approval authority shall take into consideration the cost of alternative modes of travel and the cost of meals and lodging for the additional travel/transit days. Mileage reimbursements shall not exceed the cost of airfare plus travel to/from the airport.

c. When two or more employees travel in a privately owned vehicle, only one mileage reimbursement will be allowed at times when one vehicle is sufficient to carry all passengers.

3. Rental Cars

a. General

The use of a rental car when traveling out of state must be justified as an economical need and not as a matter of personal convenience. Prior approval by the Department Director and City Manager is required before arranging for car rental. All rentals should be at the most economical

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rate per day including government rates or special rate agreements. When traveling in groups, sharing of cars, when practical, must be done to minimize costs. The city will not pay for the use of a rental car to accommodate family members or non-business associates traveling with the employee, public official, or appointee.

b. Vehicle Size

Whenever possible, compact cars shall be rented or reserved. However, if a larger size vehicle is more economical or more than two city travelers are traveling together the larger vehicle may be appropriate. Any representative of the City requesting an upgrade of the size of a rented vehicle shall provide a written explanation of their reasons to the City Manager. **A receipt is always required**.

c. Insurance

(1) The optional insurance coverage offered by the car rental agency must be declined when the traveler charges the rental car. The traveler will automatically receive primary coverage under the City blanket insurance policy for travel. When insurance is declined, the policy covers collision damage, theft, fire and vandalism. Reimbursements for additional or optional insurance coverage will not be allowed.

(2) Other. Travelers <u>not</u> covered under the blanket insurance policy may be covered by their personal automobile insurance policy or other personal credit cards. Travelers should check their automobile policy and credit card policy for business travel coverage and accept or decline additional coverage accordingly. Reimbursement for additional or optional insurance coverage will not be allowed.

d. Refueling Before Return

To avoid a refueling surcharge, all rental cars shall be refueled before returning the vehicle to the rental company. Any surcharges billed to the employee, public official, appointee, or City shall be explained in the reimbursement request.

e. Reservations

Approved car rental reservations shall be made in advance whenever possible. The employee should compare car rental rates and always look to reserve the lowest rental.

F. LODGING

1. General

City travelers are expected to seek accommodations that are comfortable, convenient, meet business and personal needs and offer good value. Employees are expected to compare local lodging rates in the area prior to reserving lodging.

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2. Accommodation

a. Lodging accommodations for reasonably priced single occupancy rooms are reimbursable when the traveler is away from home overnight due to official travel.

b. Accommodations shared with family members or others not on official City business are reimbursable at the single occupancy rate only.

c. Accommodations shared with other City travelers should be billed and reimbursed to one traveler. When required, reimbursements to more than one traveler shall be based on a pro rata share as reported on each reimbursement request.

3. Conference Lodging Arrangements

When hotel rooms are blocked for a conference, seminar, etc., and a special discounted conference hotel rate provided, the employee/official should compare conference rates with the rates for other local hotels within a three (3) block radius of the conference. The employee is urged to reserve hotel accommodations that offer the best value to the City. This includes conference rate, government rate or lower rate, for the employee/official. If a lower rate is not available, the conferees should make their lodging arrangements directly utilizing the conference instructions. Conference lodging will be considered to accommodate persons with special circumstances.

4. Occupancy Tax

The City is exempt from the tax on occupancy of hotel, motel and tourist home rooms within Delaware only. When instate overnight accommodations are necessary, the employee should be provided with a copy of the Occupancy Tax Exemption Certificate (see Exhibit C) to be presented to the lodging facility. Tax on occupancy of hotels in other states must be paid.

G. MEAL ALLOWANCES

1. General

The City will pay for or reimburse an employee/official for the necessary and reasonable cost of meals and incidental expenses incurred during out of state travel requiring overnight lodging.

Additional meal costs incurred over and above those provided as part of a conference or registration fee are not reimbursable, unless justified as a special circumstance and approved by the City Manager and Controller/Treasurer (e.g. special meeting or diet restrictions).

Exceptions are to be pre-approved by the City Manager and Controller/Treasurer.

There will not be any reimbursement for meals when the meals are provided as part of the conference/training or by the host organization and when meals are provided as part of the hotel service and/or airfare.

Only per diem rates as prescribed by the Federal Government for official travel will be provided for Meals and Incidental Expenses (M&IE). (\\doverfp\Public Docs\Policies & Procedures\Travel\FY2015_PerDiemRates.pdf)

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If an employee is traveling partial days on any calendar day, the City will prorate the applicable M&IE rate at 75 percent. This applies to both day of departure and day of return. Partial travel days begin when an employee leaves Dover after 12:00 noon on the day of departure and returns to Dover by 5:00 PM on the day of arrival.

When meals are provided at the conference or by the host, the meal allowance will be reduced by 25% for each meal provided. Continental Breakfast provided by the hotel or at the conference is counted as a meal, unless justified as a special circumstance and approved by the City Manager and Controller/Treasurer (e.g. special meeting or diet restrictions).

2. Day Trips, In-state Travel and Before or After Hours

The meal allowance for day trips out of the City will be reimbursed at actual cost**,** as long as it does not exceed 25% of the normal per diem per the M&IE Allowance. The meal allowance for working before or after hours as a general rule are not encouraged, but may be approved by the City Manager and/or Controller/Treasurer on a case-by-case basis. At no time can the amount exceed the allowances established.

H. CASH ADVANCES

General/Blanket travel advance checks will not be issued to employees, public officials, or appointees. Employees, public officials, and appointees will be reimbursed for specific travel related expenses after the trip or event has been completed.

The City will pay specific travel and lodging costs in advance as long as the request deadlines are met. Employees, public officials, and appointees shall use a City purchase order when requesting travel cost advances. Department Directors should use their City credit card for business travel. Directors may approve the use of their departmental travel credit card when arranging employee travel. Under urgent situations and with prior approval, employees and officials can also use a personal credit card and request reimbursement when they return.

The City will pay in advance the following costs:

Please note: A travel packet including the Travel authorization form, the meeting program/itinerary, and a purchase order for the advanced costs listed below must be submitted to the Accounts Payable Department **no later than 12 days prior to the event.**

a) **Conference/Training registration fees.** Such payment will be made payable and mailed directly to the organization. This will be done through a purchase order submitted by the department upon receipt of the approved Travel Authorization Form. A copy of the registration form describing the specific event must be attached to the purchase order. The Employee Travel packet must be submitted to Accounts Payable prior to/or along with the purchase order request for advance travel expenses.

b) **Airfare.** Airfare is normally reserved on-line through the internet and paid with a City credit card after travel approval has been received. (See City Credit Card Policy)

c) **Lodging**. Upon receipt of the approved Travel authorization form, the department may submit a purchase order for lodging. The check will be made payable to the hotel and will be given to the person for whom the lodging arrangements are made. The department must provide supporting

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documentation including the daily lodging rates and applicable taxes along with the purchase order. Lodging reservations can be held with the use of a City Credit Card. (See City Credit Card Policy)

d) **Meal allowance**. An advance for the M&IE Allowance, which includes both meals and incidental expenses, will be permitted for meals not provided by the conference or training as indicated in Section G (1) above. Only per diem rates as prescribed by the Federal Government for official travel will be provided for M&IE Allowance.

I. TRAVEL EXPENSE REIMBURSEMENT

1. General

Travel Expense Report (City of Dover Form 30) is due to Accounts Payable within **ten (10) working days** after travel or an expense is incurred. **(Ten working-day rule)**

a. Timely reimbursement can be assured only if an accurate, properly substantiated Travel Expense Report is received **to Accounts Payable ten (10) working days** after completion of the trip.

b. Failure to submit timely Travel Expense Reports after the completion of a trip will result in administrative action, such as notification to the Department Director and denial of future travel requests.

Travel Expense Reports for local travel and related expenses are to be submitted monthly. **In no case shall a reimbursement be made to an employee for travel/conference/training related expenses incurred in excess of 90 days.**

Note: This section pertains to only those travel expenses paid by the traveler; not to travel expenses directly billed to/paid by the City.

2. Receipt Requirements and Other Reimbursement Criteria

a. Tickets booked on common carriers (airline, rail or bus) require original copy of the paid invoice or email confirmation containing total travel costs for arrangements booked on-line.

b. Hotel/motel bills shall be the original copy of hotel/motel billing marked paid.

c. Ground transportation, including airport shuttle, taxi or public transit requires a receipt.

d. Car rental reimbursements require paid invoice from the rental company.

e. Meals do not require receipts and are not reimbursable above the maximum daily/partial day per meal allowance. **Tips are included in the M&IE Allowance and will not be reimbursed separately.** When more than one City employee, public official, or appointee's meals are being reimbursed, each employee must submit a separate Travel Expense Reimbursement for their allowance. ~~, including a receipt from the dining facility attached~~.

f. Hotel/motel related expenses should be documented identifying the date and the cost for each category with the following requirements:

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(1) Out-of-pocket costs for incidental items such as tips, baggage handling and maid service are not individually reimbursable by the City of Dover. Costs included under this category are included in the M&IE per diem rate. Only per diem rates as prescribed by the Federal Government for official travel will be provided for M&IE allowance.

(2) City-business related telephone calls are reimbursable as incurred and require a receipt from the telephone service provider or included on the hotel/motel billing invoice.

g. Lodging at campgrounds using traveler's camper or recreational vehicle is reimbursable at the actual cost, not to exceed the equivalent cost of hotel/motel lodging. Receipt is required.

h. Other Reimbursement Categories

Reimbursement for the following categories should be submitted on a schedule identifying the date, the cost and the category. All supporting receipts must be attached:

1) The City will reimburse employees for hotel and airport self-parking. The City encourages all employees to seek 'economy and budget parking'.
2) The City will not reimburse employees for Valet parking, unless prior approval has been granted by the City Manager and Controller.
3) The City will reimburse employees the cost of tolls for interstates, turnpike, bridges and/or ferries. All travel expenses require a receipt.
4) The City will reimburse employees for necessary airport baggage fee. A receipt is required.

i. Gasoline and/or Other Supplies require a receipt.

Need for emergency repairs incidental to using a City-owned vehicle shall require a Vendor receipt.

j. Department Director pre-approval is required to receive reimbursement for Internet Access Costs for city business. These costs must be substantiated with receipts ~~and validation by the Information Technology Department~~.

k. While traveling overnight out-of-state, the City will reimburse employees for the cost of up to two (2) personal telephone calls not to exceed $8 per trip. A receipt is required for reimbursement.

l. Reimbursements for travel expenses incurred without required receipts, as outlined, is strictly prohibited. A "no receipt - no reimbursement" policy applies

3. Non- Reimbursable Expenses

The City shall not reimburse expenses for the following:

a. Alcoholic beverages**.**
b. In-room movies or pay television.
c. Theater tickets or nightclub entertainment.
d. Laundry.
e. Babysitting.

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f. Related expenses of spouse, children and other persons accompanying the authorized employee or official.
g. Pleasure, historic or other tour related expenses. Expenses for business related tours would be reimbursed.
h. Donations and gifts made while at training, conference, or meeting.
i. Loss or damage of personal items.
j. Meals for other conference attendees.
k. Purchase of personal items.
l. Any parking or moving violation fines.
m. Any personal or pleasure travel while on City business.

J. CHARTER AND CODE OF CONDUCT

All City of Dover policies are subject to the City of Dover Charter Part 1, Subpart A, Article II, Section 12 "Compensation and expenses - Mayor and Council and other elected or appointed officials", whereas, "Members of the council, mayor and other elected or appointed officials shall receive reimbursement for actual and necessary expenses incurred when on official business as prescribed by city ordinance or policy" and; Part II Code of Ordinances Chapter 2, Article 1, Division 4 "Code of Conduct", which is "applicable to all elected and appointed officials and to all employees of the City of Dover."

K. INTERNAL REVENUE CODE - DEFINITION OF PUBLIC OFFICIAL

Generally, if there is any provision in a public law which authorizes the employment of the individual, and the individual is hired or elected under this authority, the individual is considered an employee of the State or political subdivision to which the provision applies.

The following factors indicate that an office is a "public office."

The office was created by the constitution or through legislation, or by a municipality or other body with authority conferred by the legislature.

The office was delegated a portion of the powers of the government body.

The powers conferred and the duties to be discharged are defined either directly or indirectly law or through legislative authority.

The duties are being performed independently and without control of a superior power other than the law.

The office has some permanency and continuity, and the officer takes an official oath.

Examples of public officers are: the president and vice president, a governor or mayor, the secretary of state, a member of a legislative body, such as a state legislature, county commission, city council, school board, a judge, a justice of the peace, and members of advisory boards and committees.

L. REVIEW & REVISION

The City of Dover Travel Policy will be reviewed every three years by the City Manager, Controller/Treasurer and City Clerk to provide recommended changes to City Council for approval.

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EXHIBITS

Exhibit A - COD Travel Authorization Form (Form 47)
Exhibit B - COD Travel Expense Report Form (Form 30)
Exhibit C - COD Exemption Certificate Form 99A

REVISION RECORD

Revised: November 24, 2003
Revised: February 9, 2004
Revised: July 24, 2006
Revised: March 23, 2009
Revised: January 23, 2012

EXHIBIT A

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CITY OF DOVER
TRAVEL REQUEST AND ITINERARY

EMPLOYEE TRAVELING _____ REQUEST DATE _____

BUSINESS PURPOSE _____

DEPARTMENT _____ TRAVEL DESTINATION AND DATES _____

ITEMIZED EXPENSES

						ESTIMATED COST:
REGISTRATION FEE:	MEALS PROVIDED BY CONFERENCE MUST BE DEDUCTED FROM M & IE RATE.					
MODE OF TRAVEL AND COSTS:						
AIRLINE		ONE WAY		ROUND TRIP		0.00
AIRPORT PARKING		PER DAY		TOTAL DAYS		0.00
TRAIN		ONE WAY		ROUND TRIP		0.00
BUS		ONE WAY		ROUND TRIP		0.00
* RENTAL CAR		ONE WAY		ROUND TRIP		0.00
* PERSONAL CAR		TOTAL MILEAGE	0.40	PER MILE		0.00
* TOLLS		ONE WAY		ROUND TRIP		0.00
CITY VEHICLE		" IS ADVISE TO BE USED INSTEAD OF PERSONAL CAR"				
LODGING EXPENSES:	BREAKFAST PROVIDED BY HOTEL MUST BE DEDUCTED FROM M & IE RATE					
HOTEL		PER NIGHT		TAXES	NUM OF NIGHTS	0.00
* SHUTTLE		PER TRIP		TAXES	TOTAL TRIP	0.00
* TAXI		PER TRIP		TAXES	TOTAL TRIP	0.00
* PARKING		PER DAY		TAXES	TOTAL DAYS	0.00

MEALS: M & IE RATE $ _____

	SUN	MON	TUE	WED	THUR	FRI	SAT	
DATES:								
TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

$0.00
TOTAL EXPENSE

EMPLOYEE SIGNATURE _____ DATE _____

DEPARTMENT HEAD APPROVAL _____ DATE _____

CITY MANAGER OR COUNCIL DESIGNEE APPROVAL _____ DATE _____

Finance Form 47

EXHIBIT B

CITY OF DOVER
TRAVEL EXPENSE REPORT FORM

NAME OF EMPLOYEE _____ DEPARTMENT _____ TRIP TAKEN TO (CITY) _____

PURPOSE OF TRIP _____

Please attach receipts for hotels, tolls, transportation, etc., and show all costs on this form.
Please use a separate form for each week.
Please note incidental expenses (tips) are included in M & IE Rate.

EXPENSES DATE	MON	TUES	WED	THUR	FRI	SAT	SUN	TOTAL
REGISTRATION FEES								$ -
TRANSPORTATION - AIR/TRAIN								$ -
PERSONAL AUTO _____ Miles @ .40 cents a mile								$ -
AUTO RENTAL								$ -
PARKING FEES, TOLLS, GAS, ETC.								$ -
TAXI/BUS FARE/SHUTTLE/BAGGAG								$ -
HOTEL/MOTEL								$ -
TELEPHONE								$ -
MISCELLANEOUS EXPENSES								$ -
MEALS (M & IE RATE)								$ -
MEAL ALLOWANCE OVERAGE								$ -
TOTALS	$ -	$ -	$ -	$0.00	$0.00	$ -	$ -	$ -

SIGNATURE OF PERSON INCURRING EXPEN _____ DATE _____

DEPARTMENT HEAD SIGNATURE (For Certification) _____ DATE _____

FINANCE DEPARTMENT - AUDIT _____ DATE _____

FINANCE - FINAL ACTION _____ DATE _____

ACCOUNT NUMBER _____

Form 30

TOTAL EXPENSES $ -

LESS PAID BY CITY: $ -

REGISTRATION _____ _____

HOTEL _____ _____

AIRFARE _____ _____

TRAVEL ADVANCE _____ _____

DUE EMPLOYEE _____

DUE CITY _____

EXHIBIT C

CITY OF DOVER
DEPARTMENT OF FINANCE

EXEMPTION CERTIFICATE
TAX ON OCCUPANCY OF HOTEL AND MOTEL AND TOUR IST HOME ROOMS

In accordance with Internal Revenue Code Section 5253(I), no tax shall be imposed under section 4251 upon any payment received for services or facilities furnished to the government of any State, or any political subdivision thereof, or the District of Columbia.

This Part to be Completed by the Operator

Name of Hotel, Motel, or Tourist Home			Fed. EI or SS number
Address	City	State	Zip Code

This Part to be Completed by the Occupant

This is to certify that I, the undersigned, am a representative of the City of Dover, Delaware; that the charges for the occupancy at the above establishment on the dates set forth below has been or will be paid for by the City of Dover, a government unit; and that such charges are incurred in the performance of my official duties as a representative or employee of the governmental unit.

Name (Please type or print)		Signature	
City of Dover	51-6000092		
Governmental Unit	Tax I.D. #	Title	
P.O. Box 475	Dover	DE	19903-0475
Address	City	State	Zip Code

Date(s) of Occupancy _____

If additional information is needed, please contact the City of Dover Finance Director at (302) 736-7018.

NOTE: A separate Exemption Certificate is required for each occupancy and for each representative or employee.

THIS EXEMPTION CERTIFICATE IS TO BE RETAINED BY THE OPERATORS OF HOTELS, MOTELS, AND TOURIST HOMES AS EVIDENCE OF EXEMPT OCCUPANCY.

\\Dover_1\finance\FORMS\DOCUMENTS\FORM99 A.wpd

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City of Dover

MAYOR AND COUNCIL

DRAFT PROPOSED COUNCIL RESOLUTION NO. 2015-01

A RESOLUTION PROPOSING THE DOVER PROSPERS INITIATIVE

WHEREAS, the City of Dover has a tradition of being friendly to business, having a diverse economy; and

WHEREAS, we are in a globally competitive environment, which necessitates that we adopt cutting-edge, best practices; and

WHEREAS, the Dover has a myriad of incentives which vary throughout the city; and

WHEREAS, small businesses are often intimidated by a maze of government requirements; and

WHEREAS, several small businesses have made costly errors because of the lack of information; and

WHERAS, large employers are attracted by an efficient, cooperative government; and

WHEREAS, the economic development office has positive, cooperative relationships with the other city departments and already has the framework necessary to implement this initiative; and

WHEREAS, each city department has an ethic of customer service and excellence; and

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. Dover City Council directs the Economic Development Office, the City Manager, and the Director of Planning and Community Development to develop and make available at customer service locations, offices, and via the City of Dover website, a business packet designed to assist start-up businesses with obtaining services and regulatory requirements involved in doing business in Dover. The packet shall include a contact list for all City departments, a list of frequently asked questions, incentive information, and other services to assist prospective business owners.

Section 2. Dover City Council directs the City Manager's Office, Economic Development Office, and Planning and Inspections Department to schedule a series of business focus groups to prioritize improvements needed in Dover's regulatory process and to work with stakeholders to streamline the regulatory process and update regulations where appropriate to eliminate unnecessary barriers to economic development. The City Manager, Economic Development Manager, and the Director of Planning and Community Development shall provide a quarterly report to the Legislative, Finance and Administration Committee regarding the progress of this effort.

ADOPTED: *

S:\RESOLUTIONS-PROCLAMATIONS-TRIBUTES\2015\DRAFT\Resolution No. 2015-01 - Dover Prospers-Revised 02-09-2015.wpd

ROBIN R. CHRISTIANSEN	DAVID L. BONAR
MAYOR	COUNCIL PRESIDENT

Actions History

02/09/2015 - Scheduled for Introduction at Legislative, Finance, and Administration Committee
01/26/2015 - Scheduled for Introduction at Legislative, Finance, and Administration Committee - Meeting Cancelled Due to Inclement Weather

Draft

CITY OF DOVER ORDINANCE # 2015-05, LF&A #1

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Forty Three Million Three Hundred Ninety Nine Thousand dollars ($43,399,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

GENERAL FUND
REVENUES AND BUDGET FOR 2014-2015

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,393,000	$ 4,361,500
REVENUES		
FINES AND POLICE REVENUE	629,300	629,300
INVESTMENT INCOME	40,000	40,000
LIBRARY REVENUES	71,600	71,600
KENT COUNTY BOOK REIMBURSEMENT	450,000	490,000
BUSINESS LICENSES	1,460,000	1,460,000
PERMITS AND OTHER LICENSES	1,354,200	1,354,200
MISCELLANEOUS CHARGES	53,900	53,900
POLICE EXTRA DUTY	659,500	659,500
PROPERTY TAXES	11,049,200	11,049,200
BID REVENUE	50,000	50,000
RECREATION REVENUE	148,800	148,800
FRANCHISE FEE	636,000	636,000
SANITATION FEES	2,595,600	2,595,600
RENT REVENUE - GARRISON FARM	101,400	101,400
COURT OF CHANCERY FEES	1,023,000	1,023,000
REVENUES SUBTOTAL	20,322,500	20,362,500
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	1,354,900	1,371,100
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,508,100	3,588,200
INTERFUND SERVICE RECEIPTS SUBTOTAL	4,863,000	4,959,300
GRANTS		
POLICE RELATED	124,000	124,000
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISCELLANEOUS GRANTS	25,000	25,000
GRANTS SUBTOTAL	747,500	747,500
TRANSFERS FROM		
TRANSFER TAX	1,250,000	1,250,000
MUNICIPAL STREET AID	663,900	664,200
CIVIL TRAFFIC PENALTIES	500,000	500,000
WATER/WASTEWATER	500,000	500,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES INCLUDING CONTINGENCY	4,000	54,000
TRANSFERS FROM SUBTOTAL	12,917,900	12,968,200
TOTAL REVENUES	38,850,900	39,037,500
TOTALS	**$ 42,243,900**	**$ 43,399,000**

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
CITY CLERK	$ 383,200	$ 386,700
COUNCIL	106,600	106,600
TAX ASSESSOR	309,500	319,100
FIRE	716,100	716,100
GROUNDS MAINTENANCE	1,123,800	1,130,100
LIBRARY	1,393,100	1,422,000
RECREATION	706,400	710,800
LIFE SAFETY	504,800	534,600
CODE INFORCEMENT	418,400	420,500
PLANNING	444,100	449,400
INSPECTIONS	602,100	614,400
ECONOMIC DEVELOPMENT	223,000	223,000
POLICE	13,986,100	14,316,100
POLICE EXTRA DUTY	712,500	712,500
STREETS	665,100	676,200
SANITATION	2,248,000	2,225,200
CITY MANAGER	592,500	595,900
INFORMATION TECHNOLOGY	728,700	733,800
FINANCE	947,100	966,800
PUBLIC SERVICES - ADMINISTRATION	514,800	517,700
FACILITIES MANAGEMENT	677,800	690,400
PUBLIC WORKS - ENGINEERING	192,600	193,700
PROCUREMENT & INVENTORY	535,600	538,700
FLEET MAINTENANCE	776,700	791,300
CUSTOMER SERVICES	1,040,300	1,044,600
HUMAN RESOURCES	379,700	384,300
MAYOR	74,900	74,900
DEPARTMENT SUBTOTALS	31,003,500	31,495,400
OTHER EXPENSES		
DEBT SERVICE	708,600	708,600
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXPENSES	25,000	25,000
INSURANCE	724,800	724,800
RETIREES HEALTH CARE	1,636,500	1,636,500
OTHER EMPLOYMENT EXPENSES	500,000	118,200
POLICE PENSION FUND - STATE GRANT	500,000	500,000
POLICE PENSION FUND - UNFUNDED LIABILITY	655,000	655,000
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	774,500	774,500
OTHER EXPENSE SUBTOTAL	5,644,400	5,262,600
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,196,000	2,196,000
APPROPRIATION TO THE POLICE PENSION FUND	-	100,000
APPROPRIATION TO THE GENERAL PENSION FUND	-	543,000
TRANSFER TO CAPITAL ASSET RESERVE	-	60,000
TRANSFER TO CONTINGENCY RESERVE	-	300,000
TRANSFER TO PARKLAND RESERVE	-	25,000
TRANSFERS SUBTOTAL	2,196,000	3,224,000
TOTAL EXPENDITURES	38,843,900	39,982,000
CURRENT YEAR BALANCE	3,400,000	3,417,000
TOTALS	**$ 42,243,900**	**$ 43,399,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Million, Seven Hundred Fifty Five Thousand, Nine Hundred Dollars ($8,755,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1,2014 and ending June 30, 2015:

REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 117,100	$ 2,324,100
BEGINNING BALANCE - LIBRARY PROJECT	-	330,500
REVENUES		
STATE GRANTS - OTHER	153,000	208,000
PROPOSED BOND/BANK PROCEEDS - Street	2,661,100	2,675,000
LEASE PURCHASE OF FIRE AND POLICE EQUIPMENT	918,300	918,300
TRANSFER FROM GENERAL FUND FOR PROJECTS	2,196,000	2,196,000
TRANSFER FROM PARKLAND RESERVE	-	104,000
TOTAL REVENUES	5,928,400	6,101,300
TOTAL BEGINNING BALANCE AND REVENUES	**$ 6,045,500**	**$ 8,755,900**

EXPENSE SUMMARY

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
FIRE	$ 827,300	$ 827,300
GROUNDS MAINTENANCE	68,100	86,700
RECREATION	146,000	284,400
POLICE	499,100	601,700
STREETS	1,370,300	470,300
STREETS - GARRISON FARM INFRASTRUCTURE	2,586,100	5,447,600
SANITATION	256,500	256,500
CENTRAL SERVICES	-	55,000
BOND/LOAN ISSUANCE COST	75,000	61,100
DEPARTMENT SUBTOTAL	5,828,400	8,090,600
TRANSFERS & MISCELLANEOUS EXPENSES		
TRANSFER TO PARKLAND RESERVE	100,000	180,000
TRANSFER TO CAPITAL PROJECT RESERVE	-	330,500
TRANSFERS & MISCELLANEOUS SUBTOTAL	100,000	510,500
TOTAL EXPENSES AND TRANSFERS	5,928,400	8,601,100
CURRENT YEAR BALANCE	117,100	154,800
TOTALS	**$ 6,045,500**	**$ 8,755,900**

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

ADOPTED:

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Four Hundred Sixty Nine Thousand Two Hundred dollars ($469,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 466,000	$ 467,300
INTEREST EARNED	1,900	1,900
TOTALS	**$ 467,900**	**$ 469,200**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO OPERATING ACCOUNT	$ -	$ 50,000
CARRY FORWARD TO NEXT YEAR	467,900	419,200
TOTALS	**$ 467,900**	**$ 469,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Fifty Four Thousand dollars ($854,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 509,800	$ 521,000
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND CAPITAL PROJECT FUND	-	330,500
TOTAL RECEIPTS	2,500	333,000
TOTALS	**$ 512,300**	**$ 854,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CARRY FORWARD TO NEXT YEAR	$ 512,300	$ 854,000
TOTALS	**$ 512,300**	**$ 854,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Ninety Nine Thousand Seven Hundred Dollars ($399,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 203,800	$ 218,700
GENERAL FUND APPROPRIATION	100,000	180,000
INTEREST INCOME	1,000	1,000
TOTALS	**$ 304,800**	**$ 399,700**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	304,800	399,700
TOTALS	**$ 304,800**	**$ 399,700**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Six Hundred Sixty Four Thousand Three Hundred dollars ($664,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 100	$ 100
STATE GRANT - OPERATIONS	663,900	664,200
TOTALS	**$ 664,000**	**$ 664,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO GENERAL FUND - OPERATIONS	$ 663,900	$ 664,200
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 664,000**	**$ 664,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Fifteen Million Eight Hundred Four Thousand Nine Hundred dollars ($15,804,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 658,400	$ 763,600
BEGINNING BALANCE - WASTEWATER	(98,500)	87,500
BEGINNING BALANCE - KCSA	155,000	453,400
TOTAL BEGINNING BALANCES	714,900	1,304,500
BASE REVENUE		
WATER FEES	4,616,400	4,616,400
WASTEWATER FEES	3,706,800	3,706,800
WASTEWATER ADJUSTMENT FEES	2,902,600	2,902,600
GROUNDWATER INFLOW ADJUSTMENT	1,862,500	1,862,500
WATER TANK SPACE LEASING	331,900	331,900
SEWER IMPACT FEES	427,900	427,900
WATER IMPACT FEES	472,700	472,700
INTEREST - WATER	9,000	9,000
INTEREST - WASTEWATER	14,000	14,000
MISCELLANEOUS SERVICE FEE	156,600	156,600
TOTAL REVENUES	14,500,400	14,500,400
TOTAL BEGINNING BALANCES AND REVENUES	**$ 15,215,300**	**$ 15,804,900**

2014-2015 BUDGET ORDINANCES - CONTINUED
WATER/WASTEWATER FUND EXPENSES AND BUDGET BALANCES

	2014/15 BUDGET	2014/15 REVISED
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 500,900	$ 502,400
WATER CONSTRUCTION	252,500	253,300
WATER DEPARTMENT	485,300	488,600
WATER TREATMENT PLANT	1,576,900	1,582,200
WASTEWATER DEPARTMENT	974,100	974,700
DIRECT EXPENDITURE SUBTOTAL	3,789,700	3,801,200
OTHER EXPENSES		
DEBT SERVICE - WATER	534,100	534,100
DEBT SERVICE - WASTEWATER	617,900	617,900
RETIREES HEALTH CARE	200,000	200,000
OTHER EMPLOYMENT EXPENSES	17,700	6,200
KENT COUNTY TREATMENT CHARGE	3,655,000	3,655,000
INTRAFUND SERVICE FEES	1,354,900	1,371,100
OTHER EXPENSES SUBTOTAL	6,379,600	6,384,300
TRANSFER TO		
GENERAL FUND FROM WATER	250,000	250,000
GENERAL FUND FROM WASTEWATER	250,000	250,000
WATER IMP AND EXT	1,200,000	1,200,000
WASTEWATER IMP AND EXT	1,800,000	1,800,000
TRANSFER TO SUBTOTAL	3,500,000	3,500,000
TOTAL EXPENSES	13,669,300	13,685,500
CURRENT YEAR BALANCES		
CURRENT YEAR BALANCE WATER	1,020,100	1,113,300
CURRENT YEAR BALANCE WASTEWATER	(739,200)	(557,400)
CURRENT YEAR BALANCE KCSA	1,265,100	1,563,500
CURRENT YEAR BALANCE SUBTOTALS	1,546,000	2,119,400
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 15,215,300**	**$ 15,804,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Seventeen Million, Four Hundred Forty Four Thousand, Eight Hundred dollars ($17,444,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE - WATER	$ 1,021,200	$ 7,588,800
PRIOR YEAR BALANCE - WASTEWATER	1,060,000	5,500,400
TOTAL BEGINNING BALANCES	2,081,200	13,089,200
RECEIPTS		
TRANS FROM OPERATING FUND FOR WATER	1,200,000	1,200,000
TRANS FROM OPERATING FUND FOR WASTEWATER	1,800,000	1,800,000
TRANSFER FROM WASTEWATER IMPACT FEE RESERVE	1,315,600	1,315,600
INTEREST INCOME	25,000	40,000
TOTAL RECEIPTS	4,340,600	4,355,600
TOTALS	**$ 6,421,800**	**$ 17,444,800**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
WATER	$ 1,336,900	$ 7,526,500
WASTEWATER	3,277,200	7,757,300
WATER TREATMENT PLANT	38,100	38,100
TOTAL EXPENSES	4,652,200	15,321,900
CURRENT YEAR BALANCE - WATER	858,700	1,244,200
CURRENT YEAR BALANCE - WASTEWATER	910,900	878,700
CURRENT YEAR BALANCE SUBTOTALS	1,769,600	2,122,900
TOTALS	**$ 6,421,800**	**$ 17,444,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Forty One Thousand Six Hundred Dollars ($1,041,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 514,000	$ 508,500
BEGINNING BALANCE - WASTEWATER	512,900	507,300
TOTAL BEGINNING BALANCES	1,026,900	1,015,800
RECEIPTS		
INTEREST EARNINGS - WATER	8,700	8,700
INTEREST EARNINGS - WASTEWATER	8,700	8,700
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WATER	-	5,300
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WASTEWATER	-	3,100
TOTAL RECEIPTS	17,400	25,800
TOTALS	**$ 1,044,300**	**$ 1,041,600**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	$ 522,700	$ 522,500
CURRENT YEAR BALANCE - WASTEWATER	521,600	519,100
CURRENT YEAR BALANCE SUBTOTALS	1,044,300	1,041,600
TOTALS	**$ 1,044,300**	**$ 1,041,600**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Million Twenty Seven Thousand Nine Hundred Dollars ($3,027,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 200,500	$ 200,200
BEGINNING BALANCE - WASTEWATER	2,820,000	2,776,400
TOTAL BEGINNING BALANCES	3,020,500	2,976,600
RECEIPTS		
INTEREST EARNINGS - WATER	3,400	3,400
INTEREST EARNINGS - WASTEWATER	47,900	47,900
TOTAL RECEIPTS	51,300	51,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 1,315,600	$ 1,315,600
CURRENT YEAR BALANCE - WATER	203,900	203,600
CURRENT YEAR BALANCE - WASTEWATER	1,552,300	1,508,700
CURRENT YEAR BALANCE SUBTOTALS	1,756,200	1,712,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Two Hundred Ninety Nine Thousand two Hundred dollars ($299,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 105,900	$ 104,700
BEGINNING BALANCE - WASTEWATER	191,500	189,400
TOTAL BEGINNING BALANCES	297,400	294,100
RECEIPTS		
INTEREST EARNINGS	5,100	5,100
TOTAL RECEIPTS	5,100	5,100
TOTALS	**$ 302,500**	**$ 299,200**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	107,700	106,500
CURRENT YEAR BALANCE - WASTEWATER	194,800	192,700
CURRENT YEAR BALANCE SUBTOTALS	302,500	299,200
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 302,500**	**$ 299,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eighty Eight Million Nine Hundred Ten Thousand Three Hundred dollars ($88,910,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,253,600	$ 6,603,800
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,043,000	78,043,000
UTILITY TAX	1,296,900	1,296,900
MISCELLANEOUS REVENUE	624,600	624,600
RENT REVENUE	200,000	200,000
GREEN ENERGY	130,000	130,000
INTEREST EARNINGS	12,000	12,000
TRANSFER FROM RATE STABILIZATION	2,000,000	2,000,000
TOTAL REVENUES	82,306,500	82,306,500
TOTALS	**$ 91,560,100**	**$ 88,910,300**

2014-2015 BUDGET ORDINANCES - CONTINUED
ELECTRIC FUND EXPENSES AND BUDGET BALANCE

EXPENSES	2014/15 BUDGET	2014/15 REVISED
POWER SUPPLY	$ 21,823,000	$ 21,823,000
SOLAR ENERGY	2,067,600	2,067,600
SOLAR RENEWAL ENERGY CREDITS	378,600	378,600
POWER SUPPLY MANAGEMENT	996,000	996,000
PJM CHARGES - ENERGY	11,499,800	11,499,800
PJM CHARGES - TRANSMISSION & FEES	7,234,100	7,234,100
CAPACITY CHARGES	9,958,900	9,958,900
SUB-TOTAL POWER SUPPLY	53,958,000	53,958,000
PLANT OPERATIONS	6,141,000	6,141,100
GENERATIONS FUELS	1,611,100	1,611,100
PJM SPOT MARKET ENERGY	(2,232,800)	(2,232,800)
PJM CREDITS	(486,700)	(486,700)
CAPACITY CREDITS	(8,881,500)	(8,881,500)
GENERATION SUBTOTAL	(3,848,800)	(3,848,800)
POWER SUPPLY & GENERATION SUBTOTAL	50,109,200	50,109,200
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	4,028,700	4,044,500
ELECTRICAL ENGINEERING	1,370,900	1,374,300
ADMINISTRATION	636,600	637,400
METER READING	267,600	267,600
SYSTEMS OPERATIONS	686,300	696,500
DIRECT EXPENDITURE SUBTOTALS	6,990,100	7,020,300
OTHER EXPENSES:		
UTILITY TAX	1,296,900	1,296,900
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
CONTRACTUAL SERVICES	246,800	246,800
RETIREES HEALTH CARE	513,300	513,300
OTHER EMPLOYMENT EXPENSES	54,200	24,000
OPEB UNFUNDED LIABILITY	1,009,800	1,009,800
GREEN ENERGY PAYMENT TO DEMEC	130,000	130,000
INTRAFUND SERVICE FEES	3,508,100	3,588,200
INTEREST ON DEPOSITS	20,000	20,000
INVENTORY WRITE OFFS	175,000	175,000
DEBT SERVICE	3,297,000	3,297,000
OTHER EXPENSES SUBTOTAL	10,451,100	10,501,000
TRANSFER TO		
IMPROVEMENT & EXTENSION	4,750,000	4,750,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER TO SUBTOTAL	14,750,000	14,750,000
TOTAL EXPENSES	82,300,400	82,380,500
CURRENT YEAR BALANCE	9,259,700	6,529,800
TOTALS	**$ 91,560,100**	**$ 88,910,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million, Nine Hundred Sixty Seven Thousand Three Hundred Dollars ($10,967,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,362,200	$ 5,942,500
RECEIPTS		
TRANSFER FROM ELECTRIC	4,750,000	4,750,000
GENERAL SERVICE BILLING	250,000	250,000
INTEREST EARNINGS	24,800	24,800
TOTAL RECEIPTS	5,024,800	5,024,800
TOTALS	**$ 8,387,000**	**$ 10,967,300**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
ELECTRIC GENERATION	$ 2,240,000	$ 2,739,300
TRANSMISSION AND DISTRIBUTION	1,061,700	1,804,200
ELECTRICAL ENGINEERING	1,663,100	2,800,200
TOTAL EXPENSES	4,964,800	7,343,700
CURRENT YEAR BALANCE	3,422,200	3,623,600
TOTALS	**$ 8,387,000**	**$ 10,967,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Twenty Five Thousand dollars ($825,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 820,100	$ 819,100
RECEIPTS		
INTEREST EARNINGS	5,900	5,900
TOTAL RECEIPTS	5,900	5,900
TOTALS	**$ 826,000**	**$ 825,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	826,000	825,000
TOTALS	**$ 826,000**	**$ 825,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Fifteen Thousand Three Hundred dollars ($10,015,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,898,000	$ 9,915,100
INTEREST EARNINGS	100,200	100,200
TOTALS	**$ 9,998,200**	**$ 10,015,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	9,998,200	10,015,300
TOTALS	**$ 9,998,200**	**$ 10,015,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million One Hundred Thirty Six Thousand Nine Hundred dollars ($10,136,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,076,200	$ 10,064,400
INTEREST EARNINGS	72,500	72,500
TOTALS	**$ 10,148,700**	**$ 10,136,900**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	10,148,700	10,136,900
TOTALS	**$ 10,148,700**	**$ 10,136,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY INSURANCE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Seven Hundred Forty Two Thousand Eight Hundred dollars ($742,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 738,300	$ 737,500
INTEREST EARNINGS	5,300	5,300
TOTALS	**$ 743,600**	**$ 742,800**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	743,600	742,800
TOTALS	**$ 743,600**	**$ 742,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY RATE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Five Hundred Forty One Thousand Five Hundred dollars ($10,541,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,507,300	$ 10,465,800
INTEREST EARNINGS	75,700	75,700
TOTALS	**$ 10,583,000**	**$ 10,541,500**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO ELECTRIC FUND	$ 2,000,000	$ 2,000,000
CURRENT YEAR BALANCE	8,583,000	8,541,500
TOTALS	**$ 10,583,000**	**$ 10,541,500**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Six Hundred Twenty Four Thousand Four Hundred dollars ($1,624,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 1,135,000	$ 1,123,300
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	490,500	490,500
TOTALS	**$ 1,636,100**	**$ 1,624,400**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 450,000	$ 450,000
INSURANCE	92,600	92,600
BANK FEES	600	600
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	57,000	57,000
TOTAL EXPENSES	637,200	637,200
CURRENT YEAR BALANCE	998,900	987,200
TOTALS	**$ 1,636,100**	**$ 1,624,400**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Twenty Six Thousand two Hundred dollars ($326,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 17,300	$ 44,800
STATE GRANT	274,100	278,900
FEDERAL GRANT	-	2,500
TOTALS	**$ 291,400**	**$ 326,200**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
FURNITURE	$ 2,000	$ 15,100
OFFICE SUPPLIES	24,000	28,000
PRINTING/DUPLICATING	8,900	14,000
AUDIO VISUAL SUPPLIES	74,000	75,100
BOOKS	128,900	132,600
PROGRAM EXPENSES/SUPPLIES	28,000	29,900
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	3,500	3,500
CONTRACTUAL SERVICES	-	900
OFFICE EQUIPMENT/REPAIRS & MAINT	2,000	6,000
COMPUTER HARDWARE	2,700	-
OTHER EQUIP - LEASE	-	1,200
SUBTOTAL EXPENSES STATE GRANTS	274,100	306,400
PROGRAM EXPENSES/SUPPLIES	-	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	-	2,500
CURRENT YEAR BALANCE	17,300	17,300
TOTALS	**$ 291,400**	**$ 326,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Six Hundred Eight Thousand Five Hundred dollars ($608,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 77,200	$ 172,100
STATE AND FEDERAL GRANTS	339,000	436,400
TOTALS	**$ 416,200**	**$ 608,500**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CADET PROGRAM SALARIES AND BENEFITS	-	17,900
POLICE EQUIPT & PROG SUPP	156,000	317,900
TECHNOLOGY EQUIPMENT	50,000	47,800
CELL PHONE CHARGES	15,000	15,000
TRAINING	32,000	45,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	6,000	10,200
SUBTOTAL EXPENSES	260,000	454,800
OPERATING TRANSFERS-OUT	124,000	124,000
SUBTOTAL FINANCING USES	124,000	124,000
CURRENT YEAR BALANCE	32,200	29,700
TOTALS	**$ 416,200**	**$ 608,500**

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

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

CDBG FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Two Hundred Eighty Six Thousand Three Hundred dollars ($286,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ -	$ 2,100
STATE AND FEDERAL GRANTS	235,000	284,200
TOTALS	**$ 235,000**	**$ 286,300**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
Prior year Closing cost/down payment program	-	200
Prior year MHDC home repair	-	2,000
Prior year Elizabeth W Murphey School	-	1,200
Prior year Ncall Research Inc.	-	2,300
Prior year Milford housing H/O rehab	-	3,000
Current year closing cost/down payment program	102,800	102,800
Current year Dover interfaith ministry	27,500	27,500
Current year Elizabeth W Murphey school	50,000	50,000
Current year Ncall Research Inc.	7,700	7,700
Current year salaries	47,000	87,500
TOTAL EXPENDITURES	235,000	284,200
CURRENT YEAR BALANCE	-	2,100
TOTALS	**$ 235,000**	**$ 286,300**

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

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

ADOPTED: *

CITY OF DOVER ORDINANCE # 2015-05

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT

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

The amount hereinafter named aggregating Forty Three Million Three Hundred Ninety Nine Thousand dollars ($43,399,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

GENERAL FUND
REVENUES AND BUDGET FOR 2014-2015

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,393,000	$ 4,361,500
REVENUES		
FINES AND POLICE REVENUE	629,300	629,300
INVESTMENT INCOME	40,000	40,000
LIBRARY REVENUES	71,600	71,600
KENT COUNTY BOOK REIMBURSEMENT	450,000	490,000
BUSINESS LICENSES	1,460,000	1,460,000
PERMITS AND OTHER LICENSES	1,354,200	1,354,200
MISCELLANEOUS CHARGES	53,900	53,900
POLICE EXTRA DUTY	659,500	659,500
PROPERTY TAXES	11,049,200	11,049,200
BID REVENUE	50,000	50,000
RECREATION REVENUE	148,800	148,800
FRANCHISE FEE	636,000	636,000
SANITATION FEES	2,595,600	2,595,600
RENT REVENUE - GARRISON FARM	101,400	101,400
COURT OF CHANCERY FEES	1,023,000	1,023,000
REVENUES SUBTOTAL	20,322,500	20,362,500
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	1,354,900	1,371,100
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,508,100	3,588,200
INTERFUND SERVICE RECEIPTS SUBTOTAL	4,863,000	4,959,300
GRANTS		
POLICE RELATED	124,000	124,000
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISCELLANEOUS GRANTS	25,000	25,000
GRANTS SUBTOTAL	747,500	747,500
TRANSFERS FROM		
TRANSFER TAX	1,250,000	1,250,000
MUNICIPAL STREET AID	663,900	664,200
CIVIL TRAFFIC PENALTIES	500,000	500,000
WATER/WASTEWATER	500,000	500,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES INCLUDING CONTINGENCY	4,000	54,000
TRANSFERS FROM SUBTOTAL	12,917,900	12,968,200
TOTAL REVENUES	38,850,900	39,037,500
TOTALS	**$ 42,243,900**	**$ 43,399,000**

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
CITY CLERK	$ 383,200	$ 386,700
COUNCIL	106,600	106,600
TAX ASSESSOR	309,500	319,100
FIRE	716,100	716,100
GROUNDS MAINTENANCE	1,123,800	1,130,100
LIBRARY	1,393,100	1,422,000
RECREATION	706,400	710,800
LIFE SAFETY	504,800	535,700
CODE INFORCEMENT	418,400	419,400
PLANNING	444,100	449,400
INSPECTIONS	602,100	614,400
ECONOMIC DEVELOPMENT	223,000	223,000
POLICE	13,986,100	14,332,500
POLICE EXTRA DUTY	712,500	712,500
STREETS	665,100	676,200
SANITATION	2,248,000	2,225,200
CITY MANAGER	592,500	595,900
INFORMATION TECHNOLOGY	728,700	733,800
FINANCE	947,100	966,800
PUBLIC SERVICES - ADMINISTRATION	514,800	517,700
FACILITIES MANAGEMENT	677,800	690,400
PUBLIC WORKS - ENGINEERING	192,600	193,700
PROCUREMENT & INVENTORY	535,600	538,700
FLEET MAINTENANCE	776,700	791,300
CUSTOMER SERVICES	1,040,300	1,044,600
HUMAN RESOURCES	379,700	384,300
MAYOR	74,900	74,900
DEPARTMENT SUBTOTALS	31,003,500	31,511,800
OTHER EXPENSES		
DEBT SERVICE	708,600	708,600
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXPENSES	25,000	25,000
INSURANCE	724,800	724,800
RETIREES HEALTH CARE	1,636,500	1,636,500
OTHER EMPLOYMENT EXPENSES	500,000	118,200
POLICE PENSION FUND - STATE GRANT	500,000	500,000
POLICE PENSION FUND - UNFUNDED LIABILITY	655,000	655,000
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	774,500	774,500
OTHER EXPENSE SUBTOTAL	5,644,400	5,262,600
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,196,000	2,196,000
APPROPRIATION TO THE POLICE PENSION FUND	-	100,000
APPROPRIATION TO THE GENERAL PENSION FUND	-	543,000
TRANSFERS SUBTOTAL	2,196,000	2,839,000
TOTAL EXPENDITURES	38,843,900	39,613,400
CURRENT YEAR BALANCE	3,400,000	3,785,600
TOTALS	**$ 42,243,900**	**$ 43,399,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Million, Seven Hundred Fifty Five Thousand, Nine Hundred Dollars ($8,755,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1,2014 and ending June 30, 2015:

REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 117,100	$ 2,324,100
BEGINNING BALANCE - LIBRARY PROJECT	-	330,500
REVENUES		
STATE GRANTS - OTHER	153,000	208,000
PROPOSED BOND/BANK PROCEEDS - Street	2,661,100	2,675,000
LEASE PURCHASE OF FIRE AND POLICE EQUIPMENT	918,300	918,300
TRANSFER FROM GENERAL FUND FOR PROJECTS	2,196,000	2,196,000
TRANSFER FROM PARKLAND RESERVE	-	104,000
TOTAL REVENUES	5,928,400	6,101,300
TOTAL BEGINNING BALANCE AND REVENUES	**$ 6,045,500**	**$ 8,755,900**

EXPENSE SUMMARY

DEPARTMENT EXPENSES	2014/15 BUDGET	2014/15 REVISED
FIRE	$ 827,300	$ 827,300
GROUNDS MAINTENANCE	68,100	86,700
RECREATION	146,000	284,400
POLICE	499,100	601,700
STREETS	1,370,300	470,300
STREETS - GARRISON FARM INFRASTRUCTURE	2,586,100	5,447,600
SANITATION	256,500	256,500
CENTRAL SERVICES	-	55,000
BOND/LOAN ISSUANCE COST	75,000	61,100
DEPARTMENT SUBTOTAL	5,828,400	8,090,600
TRANSFERS & MISCELLANEOUS EXPENSES		
TRANSFER TO PARKLAND RESERVE	100,000	180,000
TRANSFER TO CAPITAL PROJECT RESERVE	-	330,500
TRANSFERS & MISCELLANEOUS SUBTOTAL	100,000	510,500
TOTAL EXPENSES AND TRANSFERS	5,928,400	8,601,100
CURRENT YEAR BALANCE	117,100	154,800
TOTALS	**$ 6,045,500**	**$ 8,755,900**

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

ADOPTED:

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Four Hundred Sixty Nine Thousand Two Hundred dollars ($469,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 466,000	$ 467,300
INTEREST EARNED	1,900	1,900
TOTALS	**$ 467,900**	**$ 469,200**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO OPERATING ACCOUNT	$ -	$ 50,000
CARRY FORWARD TO NEXT YEAR	467,900	419,200
TOTALS	**$ 467,900**	**$ 469,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Fifty Four Thousand dollars ($854,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 509,800	$ 521,000
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND CAPITAL PROJECT FUND	-	330,500
TOTAL RECEIPTS	2,500	333,000
TOTALS	**$ 512,300**	**$ 854,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CARRY FORWARD TO NEXT YEAR	$ 512,300	$ 854,000
TOTALS	**$ 512,300**	**$ 854,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Ninety Nine Thousand Seven Hundred Dollars ($399,700) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 203,800	$ 218,700
GENERAL FUND APPROPRIATION	100,000	180,000
INTEREST INCOME	1,000	1,000
TOTALS	**$ 304,800**	**$ 399,700**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	304,800	399,700
TOTALS	**$ 304,800**	**$ 399,700**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Six Hundred Sixty Four Thousand Three Hundred dollars ($664,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 100	$ 100
STATE GRANT - OPERATIONS	663,900	664,200
TOTALS	**$ 664,000**	**$ 664,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO GENERAL FUND - OPERATIONS	$ 663,900	$ 664,200
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 664,000**	**$ 664,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Fifteen Million Eight Hundred Four Thousand Nine Hundred dollars ($15,804,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 658,400	$ 763,600
BEGINNING BALANCE - WASTEWATER	(98,500)	87,500
BEGINNING BALANCE - KCSA	155,000	453,400
TOTAL BEGINNING BALANCES	714,900	1,304,500
BASE REVENUE		
WATER FEES	4,616,400	4,616,400
WASTEWATER FEES	3,706,800	3,706,800
WASTEWATER ADJUSTMENT FEES	2,902,600	2,902,600
GROUNDWATER INFLOW ADJUSTMENT	1,862,500	1,862,500
WATER TANK SPACE LEASING	331,900	331,900
SEWER IMPACT FEES	427,900	427,900
WATER IMPACT FEES	472,700	472,700
INTEREST - WATER	9,000	9,000
INTEREST - WASTEWATER	14,000	14,000
MISCELLANEOUS SERVICE FEE	156,600	156,600
TOTAL REVENUES	14,500,400	14,500,400
TOTAL BEGINNING BALANCES AND REVENUES	**$ 15,215,300**	**$ 15,804,900**

2014-2015 BUDGET ORDINANCES - CONTINUED
WATER/WASTEWATER FUND EXPENSES AND BUDGET BALANCES

	2014/15 BUDGET	2014/15 REVISED
DIRECT EXPENSES		
ENGINEERING & INSPECTION	$ 500,900	$ 502,400
WATER CONSTRUCTION	252,500	253,300
WATER DEPARTMENT	485,300	488,600
WATER TREATMENT PLANT	1,576,900	1,582,200
WASTEWATER DEPARTMENT	974,100	974,700
DIRECT EXPENDITURE SUBTOTAL	3,789,700	3,801,200
OTHER EXPENSES		
DEBT SERVICE - WATER	534,100	534,100
DEBT SERVICE - WASTEWATER	617,900	617,900
RETIREES HEALTH CARE	200,000	200,000
OTHER EMPLOYMENT EXPENSES	17,700	6,200
KENT COUNTY TREATMENT CHARGE	3,655,000	3,655,000
INTRAFUND SERVICE FEES	1,354,900	1,371,100
OTHER EXPENSES SUBTOTAL	6,379,600	6,384,300
TRANSFER TO		
GENERAL FUND FROM WATER	250,000	250,000
GENERAL FUND FROM WASTEWATER	250,000	250,000
WATER IMP AND EXT	1,200,000	1,200,000
WASTEWATER IMP AND EXT	1,800,000	1,800,000
TRANSFER TO SUBTOTAL	3,500,000	3,500,000
TOTAL EXPENSES	13,669,300	13,685,500
CURRENT YEAR BALANCES		
CURRENT YEAR BALANCE WATER	1,020,100	1,113,300
CURRENT YEAR BALANCE WASTEWATER	(739,200)	(557,400)
CURRENT YEAR BALANCE KCSA	1,265,100	1,563,500
CURRENT YEAR BALANCE SUBTOTALS	1,546,000	2,119,400
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 15,215,300**	**$ 15,804,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Seventeen Million, Four Hundred Forty Four Thousand, Eight Hundred dollars ($17,444,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE - WATER	$ 1,021,200	$ 7,588,800
PRIOR YEAR BALANCE - WASTEWATER	1,060,000	5,500,400
TOTAL BEGINNING BALANCES	2,081,200	13,089,200
RECEIPTS		
TRANS FROM OPERATING FUND FOR WATER	1,200,000	1,200,000
TRANS FROM OPERATING FUND FOR WASTEWATER	1,800,000	1,800,000
TRANSFER FROM WASTEWATER IMPACT FEE RESERVE	1,315,600	1,315,600
INTEREST INCOME	25,000	40,000
TOTAL RECEIPTS	4,340,600	4,355,600
TOTALS	**$ 6,421,800**	**$ 17,444,800**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
WATER	$ 1,336,900	$ 7,526,500
WASTEWATER	3,277,200	7,757,300
WATER TREATMENT PLANT	38,100	38,100
TOTAL EXPENSES	4,652,200	15,321,900
CURRENT YEAR BALANCE - WATER	858,700	1,244,200
CURRENT YEAR BALANCE - WASTEWATER	910,900	878,700
CURRENT YEAR BALANCE SUBTOTALS	1,769,600	2,122,900
TOTALS	**$ 6,421,800**	**$ 17,444,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Forty One Thousand Six Hundred Dollars ($1,041,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 514,000	$ 508,500
BEGINNING BALANCE - WASTEWATER	512,900	507,300
TOTAL BEGINNING BALANCES	1,026,900	1,015,800
RECEIPTS		
INTEREST EARNINGS - WATER	8,700	8,700
INTEREST EARNINGS - WASTEWATER	8,700	8,700
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WATER	-	5,300
2013 BONDS UNUSED COST OF ISSUANCE FUNDS WASTEWATER	-	3,100
TOTAL RECEIPTS	17,400	25,800
TOTALS	**$ 1,044,300**	**$ 1,041,600**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	$ 522,700	$ 522,500
CURRENT YEAR BALANCE - WASTEWATER	521,600	519,100
CURRENT YEAR BALANCE SUBTOTALS	1,044,300	1,041,600
TOTALS	**$ 1,044,300**	**$ 1,041,600**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Million Twenty Seven Thousand Nine Hundred Dollars ($3,027,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 200,500	$ 200,200
BEGINNING BALANCE - WASTEWATER	2,820,000	2,776,400
TOTAL BEGINNING BALANCES	3,020,500	2,976,600
RECEIPTS		
INTEREST EARNINGS - WATER	3,400	3,400
INTEREST EARNINGS - WASTEWATER	47,900	47,900
TOTAL RECEIPTS	51,300	51,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 1,315,600	$ 1,315,600
CURRENT YEAR BALANCE - WATER	203,900	203,600
CURRENT YEAR BALANCE - WASTEWATER	1,552,300	1,508,700
CURRENT YEAR BALANCE SUBTOTALS	1,756,200	1,712,300
TOTALS	**$ 3,071,800**	**$ 3,027,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Two Hundred Ninety Nine Thousand two Hundred dollars ($299,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE - WATER	$ 105,900	$ 104,700
BEGINNING BALANCE - WASTEWATER	191,500	189,400
TOTAL BEGINNING BALANCES	297,400	294,100
RECEIPTS		
INTEREST EARNINGS	5,100	5,100
TOTAL RECEIPTS	5,100	5,100
TOTALS	**$ 302,500**	**$ 299,200**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE - WATER	107,700	106,500
CURRENT YEAR BALANCE - WASTEWATER	194,800	192,700
CURRENT YEAR BALANCE SUBTOTALS	302,500	299,200
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 302,500**	**$ 299,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eighty Eight Million Nine Hundred Ten Thousand Three Hundred dollars ($88,910,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,253,600	$ 6,603,800
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,043,000	78,043,000
UTILITY TAX	1,296,900	1,296,900
MISCELLANEOUS REVENUE	624,600	624,600
RENT REVENUE	200,000	200,000
GREEN ENERGY	130,000	130,000
INTEREST EARNINGS	12,000	12,000
TRANSFER FROM RATE STABILIZATION	2,000,000	2,000,000
TOTAL REVENUES	82,306,500	82,306,500
TOTALS	**$ 91,560,100**	**$ 88,910,300**

2014-2015 BUDGET ORDINANCES - CONTINUED
ELECTRIC FUND EXPENSES AND BUDGET BALANCE

EXPENSES	2014/15 BUDGET	2014/15 REVISED
POWER SUPPLY	$ 21,823,000	$ 21,823,000
SOLAR ENERGY	2,067,600	2,067,600
SOLAR RENEWAL ENERGY CREDITS	378,600	378,600
POWER SUPPLY MANAGEMENT	996,000	996,000
PJM CHARGES - ENERGY	11,499,800	11,499,800
PJM CHARGES - TRANSMISSION & FEES	7,234,100	7,234,100
CAPACITY CHARGES	9,958,900	9,958,900
SUB-TOTAL POWER SUPPLY	53,958,000	53,958,000
PLANT OPERATIONS	6,141,000	6,141,100
GENERATIONS FUELS	1,611,100	1,611,100
PJM SPOT MARKET ENERGY	(2,232,800)	(2,232,800)
PJM CREDITS	(486,700)	(486,700)
CAPACITY CREDITS	(8,881,500)	(8,881,500)
GENERATION SUBTOTAL	(3,848,800)	(3,848,800)
POWER SUPPLY & GENERATION SUBTOTAL	50,109,200	50,109,200
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	4,028,700	4,044,500
ELECTRICAL ENGINEERING	1,370,900	1,374,300
ADMINISTRATION	636,600	637,400
METER READING	267,600	267,600
SYSTEMS OPERATIONS	686,300	696,500
DIRECT EXPENDITURE SUBTOTALS	6,990,100	7,020,300
OTHER EXPENSES:		
UTILITY TAX	1,296,900	1,296,900
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
CONTRACTUAL SERVICES	246,800	246,800
RETIREES HEALTH CARE	513,300	513,300
OTHER EMPLOYMENT EXPENSES	54,200	24,000
OPEB UNFUNDED LIABILITY	1,009,800	1,009,800
GREEN ENERGY PAYMENT TO DEMEC	130,000	130,000
INTRAFUND SERVICE FEES	3,508,100	3,588,200
INTEREST ON DEPOSITS	20,000	20,000
INVENTORY WRITE OFFS	175,000	175,000
DEBT SERVICE	3,297,000	3,297,000
OTHER EXPENSES SUBTOTAL	10,451,100	10,501,000
TRANSFER TO		
IMPROVEMENT & EXTENSION	4,750,000	4,750,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER TO SUBTOTAL	14,750,000	14,750,000
TOTAL EXPENSES	82,300,400	82,380,500
CURRENT YEAR BALANCE	9,259,700	6,529,800
TOTALS	**$ 91,560,100**	**$ 88,910,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million, Nine Hundred Sixty Seven Thousand Three Hundred Dollars ($10,967,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 3,362,200	$ 5,942,500
RECEIPTS		
TRANSFER FROM ELECTRIC	4,750,000	4,750,000
GENERAL SERVICE BILLING	250,000	250,000
INTEREST EARNINGS	24,800	24,800
TOTAL RECEIPTS	5,024,800	5,024,800
TOTALS	**$ 8,387,000**	**$ 10,967,300**

EXPENSE SUMMARY

EXPENSES	2014/15 BUDGET	2014/15 REVISED
ELECTRIC GENERATION	$ 2,240,000	$ 2,739,300
TRANSMISSION AND DISTRIBUTION	1,061,700	1,804,200
ELECTRICAL ENGINEERING	1,663,100	2,800,200
TOTAL EXPENSES	4,964,800	7,343,700
CURRENT YEAR BALANCE	3,422,200	3,623,600
TOTALS	**$ 8,387,000**	**$ 10,967,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Eight Hundred Twenty Five Thousand dollars ($825,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 820,100	$ 819,100
RECEIPTS		
INTEREST EARNINGS	5,900	5,900
TOTAL RECEIPTS	5,900	5,900
TOTALS	**$ 826,000**	**$ 825,000**

EXPENSE SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	826,000	825,000
TOTALS	**$ 826,000**	**$ 825,000**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Fifteen Thousand Three Hundred dollars ($10,015,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 9,898,000	$ 9,915,100
INTEREST EARNINGS	100,200	100,200
TOTALS	**$ 9,998,200**	**$ 10,015,300**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	9,998,200	10,015,300
TOTALS	**$ 9,998,200**	**$ 10,015,300**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million One Hundred Thirty Six Thousand Nine Hundred dollars ($10,136,900) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,076,200	$ 10,064,400
INTEREST EARNINGS	72,500	72,500
TOTALS	**$ 10,148,700**	**$ 10,136,900**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	10,148,700	10,136,900
TOTALS	**$ 10,148,700**	**$ 10,136,900**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY INSURANCE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Seven Hundred Forty Two Thousand Eight Hundred dollars ($742,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 738,300	$ 737,500
INTEREST EARNINGS	5,300	5,300
TOTALS	**$ 743,600**	**$ 742,800**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
CURRENT YEAR BALANCE	743,600	742,800
TOTALS	**$ 743,600**	**$ 742,800**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

ELECTRIC UTILITY RATE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2014-2015

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

The amount hereinafter named aggregating Ten Million Five Hundred Forty One Thousand Five Hundred dollars ($10,541,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

CASH RECEIPTS

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 10,507,300	$ 10,465,800
INTEREST EARNINGS	75,700	75,700
TOTALS	**$ 10,583,000**	**$ 10,541,500**

BUDGET SUMMARY

	2014/15 BUDGET	2014/15 REVISED
TRANSFER TO ELECTRIC FUND	$ 2,000,000	$ 2,000,000
CURRENT YEAR BALANCE	8,583,000	8,541,500
TOTALS	**$ 10,583,000**	**$ 10,541,500**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating One Million Six Hundred Twenty Four Thousand Four Hundred dollars ($1,624,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
PRIOR YEAR BALANCE	$ 1,135,000	$ 1,123,300
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	490,500	490,500
TOTALS	**$ 1,636,100**	**$ 1,624,400**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 450,000	$ 450,000
INSURANCE	92,600	92,600
BANK FEES	600	600
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	57,000	57,000
TOTAL EXPENSES	637,200	637,200
CURRENT YEAR BALANCE	998,900	987,200
TOTALS	**$ 1,636,100**	**$ 1,624,400**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Three Hundred Twenty Six Thousand two Hundred dollars ($326,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 17,300	$ 44,800
STATE GRANT	274,100	278,900
FEDERAL GRANT	-	2,500
TOTALS	**$ 291,400**	**$ 326,200**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
FURNITURE	$ 2,000	$ 15,100
OFFICE SUPPLIES	24,000	28,000
PRINTING/DUPLICATING	8,900	14,000
AUDIO VISUAL SUPPLIES	74,000	75,100
BOOKS	128,900	132,600
PROGRAM EXPENSES/SUPPLIES	28,000	29,900
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	3,500	3,500
CONTRACTUAL SERVICES	-	900
OFFICE EQUIPMENT/REPAIRS & MAINT	2,000	6,000
COMPUTER HARDWARE	2,700	-
OTHER EQUIP - LEASE	-	1,200
SUBTOTAL EXPENSES STATE GRANTS	274,100	306,400
PROGRAM EXPENSES/SUPPLIES	-	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	-	2,500
CURRENT YEAR BALANCE	17,300	17,300
TOTALS	**$ 291,400**	**$ 326,200**

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

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

The amount hereinafter named aggregating Six Hundred Eight Thousand Five Hundred dollars ($608,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ 77,200	$ 172,100
STATE AND FEDERAL GRANTS	339,000	436,400
TOTALS	**$ 416,200**	**$ 608,500**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
CADET PROGRAM SALARIES AND BENEFITS	-	17,900
POLICE EQUIPT & PROG SUPP	156,000	317,900
TECHNOLOGY EQUIPMENT	50,000	47,800
CELL PHONE CHARGES	15,000	15,000
TRAINING	32,000	45,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	6,000	10,200
SUBTOTAL EXPENSES	260,000	454,800
OPERATING TRANSFERS-OUT	124,000	124,000
SUBTOTAL FINANCING USES	124,000	124,000
CURRENT YEAR BALANCE	32,200	29,700
TOTALS	**$ 416,200**	**$ 608,500**

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

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

ADOPTED: *

2014-2015 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

CDBG FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2014-2015

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Two Hundred Eighty Six Thousand Three Hundred dollars ($286,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

OPERATING REVENUES

	2014/15 BUDGET	2014/15 REVISED
BEGINNING BALANCE	$ -	$ 2,100
STATE AND FEDERAL GRANTS	235,000	284,200
TOTALS	**$ 235,000**	**$ 286,300**

OPERATING EXPENSES

	2014/15 BUDGET	2014/15 REVISED
Prior year Closing cost/down payment program	-	200
Prior year MHDC home repair	-	2,000
Prior year Elizabeth W Murphey School	-	1,200
Prior year Ncall Research Inc.	-	2,300
Prior year Milford housing H/O rehab	-	3,000
Current year closing cost/down payment program	102,800	102,800
Current year Dover interfaith ministry	27,500	27,500
Current year Elizabeth W Murphey school	50,000	50,000
Current year Ncall Research Inc.	7,700	7,700
Current year salaries	47,000	87,500
TOTAL EXPENDITURES	235,000	284,200
CURRENT YEAR BALANCE	-	2,100
TOTALS	**$ 235,000**	**$ 286,300**

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

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

ADOPTED: *

CITY OF DOVER PROPOSED ORDINANCE #2015-03
WITH HISTORIC DISTRICT COMMISSION AMENDMENT #1 (HDC#1)
(Historic District Commission Amendments Indicated in Green Text)

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

That Chapter 102 - Taxation, Article III - Realty Transfer Tax, Section 102-71 - Definitions of the Dover Code be amended by deleting the text indicated in bold, red strikeout and inserting the bold, blue text, as follows:

Sec. 102-71. - Definitions.

(a) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

(1) *Document* means any deed, instrument or writing whereby any real estate within the corporate limits of the city, or any interest therein, shall be quitclaimed, granted, bargained, sold or otherwise conveyed to the grantee, but shall not include the following:

a. Any will;

b. Any lease other than those described or defined in subsection (a)(2) of this section;

c. Any mortgage;

d. Any conveyance between corporations operating housing projects pursuant to 31 Del. C. § 4501 et seq., and the shareholders thereof;

e. Any conveyance between nonprofit industrial development agencies and industrial corporations purchasing from them;

f. Any conveyance to nonprofit industrial development agencies;

g. Any conveyance between a husband and wife;

h. Any conveyance between persons who were previously husband and wife, but who have since been divorced, provided that such conveyance is made after the granting of the final decree in divorce and the real estate or interest therein subject to such conveyance was acquired by the husband and wife, or husband or wife prior to the granting of the final decree in divorce;

i. Any conveyance between parent and child or the spouse of such a child;

j. Any conveyance:

1. To a trustee, nominee or straw party for the grantor as beneficial owner;

2. For the beneficial ownership of a person, other than the grantor, where, if such person were the grantee, no tax would be imposed upon the conveyance pursuant to this chapter; or

3. From a trustee, nominee or straw party to the beneficial owner;

k. Any conveyance between a parent corporation and a wholly owned subsidiary corporation, provided that such conveyance is without actual consideration;

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l. Correctional deeds without actual consideration;

m. Any conveyance to or from the United States, this state or to any of their instrumentalities, agencies or political subdivisions and the University of Delaware;

n. Any conveyance to or from a corporation, or a partnership, where the grantor or grantee owns stock of the corporation or an interest in the partnership in the same proportion as his interest in, or ownership of, the real estate being conveyed; provided, however, that this subsection shall not apply to any distribution in liquidation or other conveyance resulting from the partial or complete liquidation of a corporation, unless the stock of the corporation being liquidated has been held by the grantor or grantee for more than three years; provided, further, this subsection shall not apply to any conveyance from a partnership to its partners, unless the partners' interest in the partnership has been held for more than three years;

o. Any conveyance by the owner or previously occupied residential premises to a builder of new residential premises when such previously occupied residential premises are taken in trade by such builder as a part of the consideration from the purchaser of new, previously unoccupied premises;

p. Any conveyance to the lender holding a bona fide mortgage, which is genuinely in default, either by a sheriff conducting a foreclosure sale, or by the mortgagor in lieu of foreclosure;

q. Any conveyance to a religious organization or other body or person holding title to real estate for a religious organization, if such real estate will not be used following such transfer by the grantee, or by any privy of the grantee, for any commercial purpose; provided, however, that only that portion of the tax which is attributable and payable by the religious organization or other body or person holding title to real estate for a religious organization under 30 Del. C. § 5402 shall be exempt;

r. Any conveyance to or from a volunteer fire company organized under the laws of this state; provided, however, that only that portion of the tax which is attributable to and payable by the volunteer fire company by this article shall be exempt;

s. Any conveyance of a "mobile home," as defined in 25 Del. C. § 7003;

t. Any conveyance without consideration to an organization exempt from tax under section 501(c)(3) of the federal Internal Revenue Code (26 USC 501(c)(3));

u. Any conveyance to a nonprofit conservation organization, when the property is purchased for open space preservation purposes;

v. Any conveyance to or from a nonprofit corporation or organization of real estate acquired for the purpose of rehabilitation and resale without profit.

(2) *Document* includes the following:

a. Any writing purporting to transfer a title interest or possessory interest for a term of more than five years in a condominium unit or any unit properties subject to the Unit Property Act pursuant to 25 Del. C. § 2201 et seq.

b. Any writing purporting to transfer a title interest or possessory interest of any lessee or other person in possession of real estate owned by the state or other political subdivision thereof.

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c. Any writing purporting to assign or transfer a leasehold interest or possessory interest in residential property under a lease for a term of more than five years. For this purpose, the term "residential property" means any structure or part of a structure which is intended for residential use, and excluding any commercial unit subject to tax under 30 Del. C. § 2301(a)(88) relating to commercial lessors.

(3) *First-time homebuyer* means a natural person who has at no time held an interest in residential real estate, wherever located, and which has been occupied as their principal residence, and who intends to occupy the property being conveyed as his principal residence, within 90 days following recordation of the deed. The first-time homebuyer must file an affidavit certifying to his qualifications before the exemption can be granted. In order to alleviate claims for rebate of the transfer tax paid, no rebate shall be made once the deed for the transaction has been recorded. First-time homebuyers submitting a false affidavit in any respect, which would entitle them to the exemption, shall be subject to payment of the unpaid transfer tax, plus interest at the rate of one and one-half percent per month and, upon direction by the council, referral to the attorney general of the state for criminal prosecution. This subsection shall apply to all real estate settlements held on or after January 2, 2000. First-time homebuyers are exempt from the transfer tax as provided herein. The first-time homebuyer exemption shall apply to the seller of property that qualifies for the first-time buyer exemption but only for property **located within the downtown redevelopment high priority target area defined in Appendix C** ~~**situated in the area from Mary Street to Loockerman Street and Governors Avenue to West Street**~~. Council shall have the right to deny this exemption to any property owner where the sale and purchase appears to be done fraudulently to take advantage of the realty transfer tax exemption ordinance.

(4) *Transaction* means the making, executing, delivering, accepting or presenting for recording of a document.

(5) *Value* means, in the case of any document granting, bargaining, selling or otherwise conveying any real estate or interest or leasehold interest therein, the amount of the actual consideration therefor, including liens or other encumbrances thereon, and ground rents which encumber the interest in real estate and any other interest in real estate conveyed, provided, that, in the case of a transfer for an amount less than the highest appraised full value of said property for local real property tax purposes, the term "value" shall mean the highest such appraised value, unless the parties or one of them can demonstrate that fair market value is less than the highest appraised value, in which case, the term "value" shall mean fair market value, or actual consideration, whichever is greater. A demonstration that the transaction was at arm's length between unrelated parties shall be sufficient to demonstrate that the transaction was at fair market value.

(b) In determining the term of a lease, it shall be presumed for the purpose of computing the lease term, that any rights or options to renew or extend will be exercised.

(c) For the purpose of subsection (a)(5) of this section, in the case of a document described in subsection (a)(2) of this section under which the consideration is based, in whole or in part, on a percentage of the income or receipts to be received in the future, actual consideration shall include the amounts actually received under such percentage of income or receipts provision; provided, however, and notwithstanding any other provisions of this article, that the tax imposed by this article shall be due and payable to the controller/treasurer within 30 days after the date such amounts become due and payable under the agreement.

(d) Transfers through conveyance of interest.

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(1) Except as provided in subsections (d)(2) and (3) of this section, where beneficial ownership in real estate is transferred through a conveyance or series of conveyances of intangible interests in a corporation, partnership or trust, such conveyance shall be taxable under this article as if such property were conveyed through a duly recorded "document" as defined in subsection (a)(1) of this section, and subject to the exemptions contained therein, except those exemptions contained in subsections (a)(1)j. and (a)(1)n. of this section.

(2) No bona fide pledge of stock or partnership interests as loan collateral, nor any transfer of publicly traded stock or publicly traded partnership interest shall be deemed subject to taxation under this subsection (d).

(3) Where the beneficial owners of real property, prior to the conveyance or series of conveyances referred to in this subsection (d), own 80 percent or more of the beneficial interest in the real estate following said conveyance or series of conveyances, such transfers shall not be subject to tax under this subsection (d). Where the beneficial owners of real property, prior to the conveyance or series of conveyances referred to in this subsection (d), own less than 80 percent of the beneficial interest in the real estate following said conveyance or series of conveyances, such transfers shall not be subject to tax under this subsection (d), unless under regulations promulgated by the city assessor, such transfer or transfers are properly characterized as a sale of real property. Such characterization shall take into account the timing of the transaction, beneficial ownership prior to and subsequent to the conveyance or conveyances, the business purpose of the corporation, partnership or trust, and such other factors as may be relevant.

BE IT FURTHER ORDAINED:

That Chapter 102 - Taxation, Article IV - Abatement of Real Estate Taxes, Section 102-113 - Qualifications of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Sec. 102-113. - Qualifications.

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Control with respect to a corporation means ownership, directly or indirectly, of stock possessing 50 percent or more of the total combined voting power of all classes of the stock of such corporation entitled to vote and 50 percent or more of the shares of such corporation entitled to vote and 50 percent or more of the total number of shares of all other classes of such corporation's stock.

Control with respect to a trust means ownership, directly or indirectly, of 50 percent or more of the beneficial interest in the principal or income of such trust. The ownership of stock in a corporation, of a capital of profits interest in a partnership or association, or of a beneficial interest in a trust shall be determined in accordance with the rules for constructive ownership of stock provided in section 267(c) of the Internal Revenue Code (26 USC 267(c)).

Expanded facility means any qualified property that is modified with an improvement or addition (other than a replacement resulting from the acquisition, construction, reconstruction, installation, or erection of improvements or additions resulting from repairing, refurbishing, retooling,

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recycling, or other similar process or procedure that merely preserves or restores the value of an existing facility and not including any improvement or addition that, in the determination of the council, does not constitute an integral part of a qualified activity), if such improvements or additions are placed in service by the taxpayer after January 1, 2001. Abatement will only be to the extent of the taxpayer's qualified investment in such improvements or additions.

Large vacant commercial facility means a building of 20,000 square feet or larger and vacant continuously for 18 months or more.

New facility means any qualified facility (other than an expanded facility or a replacement facility) constructed by the taxpayer after January 1, 2001. For the purposes of this article, the term "constructed" means the issuance of a building permit for $1,000,000.00 or more with regards to subsection (b)(1) of this section, and the issuance of a building permit for $3,000,000.00 or more with regards to subsection (b)(2) of this section.

Placed in service and *original use* have the meanings ascribed to such terms under section 167 of the Internal Revenue Code (26 USC 167) and regulations promulgated thereunder.

Qualified activity means any activity constituting manufacturing (other than any repair, refurbishing, retooling, recycling or other similar process or procedure that merely preserves or restores the value of a product or that does not change the inherent nature of a product or material). Such term includes any activity engaging in business as a wholesaler; the CCBA and any subsequent legislation as enacted by the state; any home offices and operating units of insurance companies; and any combination of activities described herein.

Qualified employee means any person employed within the city/county on a regular and full-time basis.

Qualified facility means any qualified property located in the city that constitutes a new or an expanded facility, located within the industrial park manufacturing district, industrial park manufacturing 2 district, or manufacturing district, and that is used by a taxpayer in or in connection with a qualified activity.

Qualified investment for any taxable year is based on the value of a qualified facility as of the last business day of such taxable year.

Qualified property means any building and its structural components, and any other improvement to real property. Such term includes the land on which such building or other improvements are located, if ownership of said land and structural improvements is identical. If any property is owned or leased by the taxpayer in common with any other person or persons, such property may constitute "qualified property" only to the extent of the taxpayer's proportionate interest.

Related person means a corporation, partnership, association, or trust controlled by the taxpayer; or an individual, corporation, partnership, association, or trust that is in control of the taxpayer; or a corporation, partnership, association, or trust controlled by an individual, corporation, partnership, association, or trust that is in control of the taxpayer.

(b) *Established.* Industries/businesses may qualify for property tax abatement either by meeting the industry function qualifications detailed in the following subsection (b)(1) or the investment qualifications detailed in the following subsection (b)(2) or the occupancy qualifications detailed in the following subsection (b)(3):

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(1) *Qualifying industries/businesses by function.*

a. Manufacturers and financial institutions as defined by the FCDA, CCBAA, and subsequent legislation and home offices and operating units of insurance companies shall be qualifying industries, including, but not be limited to, distributors, transportation (air, rail, barge, truck), printing and publishing, and food processing.

b. *Investment and employees.* The qualifying industry must invest at least $1,000,000.00 in a qualifying new or expanded facility in the city and hire at least 20 qualified employees (including owners/operators), 75 percent of whom shall be city/county residents not employed by the qualifying industry/activity at the time of its relocation/expansion within the city. The council may, at the time of application, reduce the 75 percent requirement to a lesser percentage, but not less than 50 percent. The qualifying industry agrees to supply information verifying compliance with this section in whatever legally acceptable manner the council shall so request.

(2) *Qualifying industry/businesses by investment.* Industries/businesses that do not meet the qualifications as specified in subsection (b)(1) of this section can nevertheless qualify for property tax abatement by investing a minimum of $3,000,000.00 in a new or expanded facility in the city located within the industrial park manufacturing district, industrial park manufacturing 2 district, or the manufacturing district, and hire at least 15 qualified employees (including owners/operators), 75 percent of whom shall be city/county residents not employed by the qualifying industry/activity at the time of its relocation/expansion within the city. The council may, at the time of application, reduce the 75 percent requirement to a lesser percentage, but not to less than 50 percent. The qualifying industry agrees to supply information verifying compliance with this section in whatever legally acceptable manner the council shall so request.

(3) *Qualifying industry/business by occupying a large vacant commercial facility.* Entities that do not qualify for property tax abatement under subsection (b)(1) or (b)(2) can qualify for property tax abatement by (a) purchasing a large vacant commercial facility if the purchase of the large vacant commercial facility will result in the employment of 15 or more full-time employees; or (b) leasing a large vacant commercial facility if the initial lease term is at least ten years, the lease of the large vacant commercial facility will result in the employment of 15 or more full-time employees, and the occupying tenant submits a letter of intent to lease and requests the abatement for either their own benefit when the tax burden is the responsibility of the tenant, or on behalf of the owner when the tax burden is the responsibility of the owner. The demolition of a large vacant building and the construction of a new replacement 20,000 square feet or greater that meets the conditions of [subsection] (b)(3) of section 102-113, Qualifications, shall qualify for abatement.

(c) *Benefits.*

(1) The council may abate city real estate taxes on a ten-year sliding scale as follows, or upon any other scale or method deemed most advantageous by the council for the public welfare:

Fiscal Year Construction Ended	100 percent reduction of taxes
First year of operation	90 percent reduction of taxes
Second year of operation	80 percent reduction of taxes
Third year of operation	70 percent reduction of taxes
Fourth year of operation	60 percent reduction of taxes

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Fifth year of operation	50 percent reduction of taxes
Sixth year of operation	40 percent reduction of taxes
Seventh year of operation	30 percent reduction of taxes
Eighth year of operation	20 percent reduction of taxes
Ninth year of operation	10 percent reduction of taxes
Tenth year of operation	0 percent reduction of taxes

(2) Unless otherwise directed by the council, year one of the abatement period will commence with the first property tax billing following the completion of the qualifying new or expanded facility and the meeting of all requirements as detailed in subsections (b)(1) and (b)(2) of this section. Abatement for expanded facilities will be limited to expansion value only.

(3) All quarterly property taxes for new construction, as defined in section 49A of the city Charter, will likewise be abated for qualifying new or expanded facilities.

(4) The property tax abatement program will have no effect on both citywide revaluations of property values for taxation purposes and the institution of those new values.

(d) Any persons purchasing residential real property in which they will reside within the **downtown redevelopment high priority target area defined in Appendix C** ~~**area defined as Mary Street to Loockerman Street and Governors Avenue to West Street**~~ shall be given tax relief from the payment of real estate taxes in the following manner: first year of ownership, total tax abatement; second year of ownership, 75 percent tax abatement; third year of ownership, 50 percent tax abatement; fourth year of ownership, 25 percent tax abatement; fifth year of ownership, no tax abatement. Provided however that the homeowner is required to occupy the home as their principal place of residence during the entire time that the taxes are abated and if the property ceases to be their principal place of residence at any time during the four-year period of abatement, then they shall lose their right of abatement and shall be required to pay immediately all taxes abated up to the time that the home ceases to be their principal residence. In order to obtain the tax abatement, the homeowner must make application by affidavit submitted to the city clerk showing qualification for the abatement and each year thereafter, submit a similar affidavit showing their continued right to the abatement. If qualification for the abatement ceases within the four-year period of abatement the homeowner is required to notify the city clerk of the lack of qualification for the abatement and within 90 days from the date the qualification ceases, pay all taxes abated in the past.

First year of owner occupancy	100 percent reduction of taxes
Second year of owner occupancy	75 percent reduction of taxes
Third year of owner occupancy	50 percent reduction of taxes
Fourth year of owner occupancy	25 percent reduction of taxes
Fifth year of owner occupancy	0 percent reduction of taxes

BE IT FURTHER ORDAINED:

That Chapter 102 - Taxation, Article V - Tax Credits for Historic Properties, Section 102-152 - Application Requirements and Section 102-153 - Application Review and Approval of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

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Sec. 102-151. - Voluntary tax credits for preservation, restoration, and/or rehabilitation.

Owners of historic properties located in the city historic district zone, as shown on the city zoning map, or properties listed on the National Register of Historic Places may be entitled to tax credits for preservation, restoration, and/or rehabilitation of the exterior architectural facades of their buildings, subject to the following special procedures and requirements:

(1) *Applicability.* Tax credits shall be applicable only for preservation, rehabilitation, and/or restoration of exterior architectural improvements which are not covered by insurance claims due to recent damage of the property.

(2) *Amount.* Tax credits shall be provided at 50 percent of the total cost of the approved preservation, restoration, and/or rehabilitation, up to a maximum credit of $6,000.00 (with a total project cost minimum of $12,000.00). The cost of the project must be at least $1,200.00, resulting in a minimum tax credit for the project of $600.00.

(3) *Run with property.* Tax credits shall run with the property for a ten-year period. However, the credit shall not transfer to any new owners of the property.

(4) *Prorated.* Tax credits shall be prorated over the ten-year period. For example, a $6,000.00 credit shall be applied in $600.00 increments each year toward a property owner's city real estate tax. If the credit is less than the annual tax due on a property, the owner shall pay the difference to the city through the real estate billing process. If the credit is more than the annual tax due on a property, the owner's credit shall be deemed to be equivalent to the annual tax due.

(5) *Total credit.* The owners of a property may apply more than once for tax credits; however, the total credit shall not exceed $600.00 per year in any given year, and a property may not receive a total abatement greater than $12,000.00.

Sec. 102-152. - Application requirements.

(a) *Submissions to* ***city planner*** ~~***historic district commission***~~. Property owners shall submit a historic tax credit application, and, when applicable, a building permit application **and/or application for architectural review certificate** to the **city planner** ~~**historic district commission**~~.

(a) *Submissions to* ***city planner*** ~~***historic district commission***~~. Property owners shall submit a historic tax credit application, and, when applicable, a building permit application **and/or application for architectural review certificate** ~~**to the city planner historic district commission**~~ **as required by Appendix B - Zoning, Article 10 - Planning Commission, Section 3 - Historic District Commission and Architectural Review**.

~~**(b) *When submitted.* The application and related information shall be submitted to the city planner at least 30 days prior to the historic district commission meeting at which review or approval is requested.**~~

(~~c~~ **b**) *Plans.* A tax credit request submittal shall include the type and number of plans and specifications required for a building permit and, in addition, elevation plans and specifications, showing the impact of the proposed work on the exterior architectural facade of the building.

(~~d~~ **c**) *Photographs.* A tax credit application submittal shall include current color photographs of the property, showing the present condition of the property, and accurately representing the existing materials and texture. All photographs shall be labeled indicating the direction of view.

(~~e~~ **d**) *Other information.* Other information may be required by the city planner to facilitate review of such tax credit submittal.

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(~~f~~ **e**) *Cost estimate.* An itemized cost estimate shall be submitted, which shall be the basis for the tax credit.

Sec. 102-153. - Application review and approval.

(a) *Factors considered.* The **city planner** ~~**historic district commission**~~ shall first review the submitted applications, plans, photos, and related information to determine if the property is a qualifying historic property. In making this determination, the **city planner** ~~**commission**~~ shall consider the following:

(1) The property's significant value as part of the historical, cultural, artistic, social, ethnic or other heritage of the nation, state or city;

(2) The property's association with an important person or event in national, state, or local history;

(3) Whether the property is representative of the distinguishing characteristics of an architectural type inherently valuable for the study of a period, style, craftsmanship, method of construction or use of an indigenous material;

(4) Whether the property is the notable work of a master builder, designer, architect, or artist whose individual genius has influenced an era.

(b) *Review.* If the **city planner** ~~**historic district commission**~~ determines that the property is a qualifying property, they shall review the submitted application plans, specifications, and related information for compliance with the following:

(1) The proposed application constitutes an exterior preservation project seen readily from a street, sidewalk, or public way, where measures are applied to sustain the existing form, integrity, and material of the building or structure, including stabilization work, where necessary, as part of ordinary maintenance and repair;

(2) The proposed application constitutes an exterior rehabilitation project readily seen from a street, sidewalk or public way, which would return the property to a state of utility through repair or alteration which makes possible an efficient use of the building, while preserving those portions or features of the property which are central to its historic, architectural, and cultural significance;

(3) The proposed application constitutes an exterior restoration project readily seen from a street, sidewalk, or public way, which accurately recovers the form and detail of a property and its setting as it appeared at a particular period of time in the past by means of removal of later work or by the replacement of missing earlier work; or

(4) The proposed application conforms with the recommended practices and treatments of the design standards and guidelines for the city historic district. Practices and treatments designated as not recommended or inappropriate in the guidelines, or determined by the historic district commission to be inappropriate shall not qualify for this tax credit.

(c) ***Referral to historic district commission*. The city planner may refer any application for tax credits under this article to the historic district commission for consultation with the commission. The applicant shall have the right to appeal a tax credit disapproval to city council.** ~~**Vote on approval. The historic district commission, after reviewing whether the proposed project is eligible and conforming with the requirements of these sections, shall, by a majority vote of members present at a publicly held meeting, approve, approve with conditions, or disapprove the tax credit request. The applicant shall have the right to appeal a tax credit disapproval to the city council.**~~

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(d) *Expense report.* Upon the completion of the **qualified** work for which a tax credit has been approved, the property owner or his contractor shall submit to the city planner a written expense report, which verifies the costs associated with the project and shall request an inspection of the completed work by the city planner.

(e) *Tax credits.* The tax assessor shall apply approved tax credits during the fiscal year subsequent to the submittal to the city planner by the applicant of the contractor's final invoice to verify the cost of the repairs to the building and following certification from the city planner that the work has been completed in accordance with the approval of the ~~**historic district commission**~~ **tax credit application, building permit, and/or architectural review certificate**.

Secs. 102-154—102-180. - Reserved.

ADOPTED: *

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SYNOPSIS

The amendments change the homeownership tax incentives to align with the Downtown Development District boundary and change the City's Historic Property Tax Credit application to be administratively reviewed.

(SPONSORS: ANDERSON, BONAR, SLAVIN, AND TOWNSHEND)

Actions History

02/23/2015 - Scheduled for Final Reading at City Council

02/09/2015 - Introduced at Legislative, Finance, and Administration Committee and First Reading at City Council

01/26/2015 - Scheduled for Introduction at Legislative, Finance, and Administration Committee - Meeting Cancelled Due to Inclement Weather

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FINAL READING

CITY OF DOVER PROPOSED ORDINANCE #2015-04

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

That Appendix C - Downtown Redevelopment of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

ARTICLE I. - INTENT

The city council has deemed it to be in the best interests of the residents of the city and in furtherance of their health, safety and welfare to promote the redevelopment of downtown Dover. In order to promote the redevelopment, [the] council has determined that incentives in the forms of tax abatements, impact fee waivers and building permit caps should be offered.

ARTICLE II. - DEFINITIONS

The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this article, except where the context clearly indicates a different meaning:

Section 1. - Beneficiary of the incentives.

The *beneficiary of the incentives* shall include the person or artificial entity that receives the incentive and the owner of one-half or greater interest in an artificial entity that receives the incentive.

Section 2. - Downtown Dover Partnership.

The *Downtown Dover Partnership* shall be established for the purpose of fostering redevelopment within the target area.

Section 3. - Eligible project.

Eligible project shall mean a new construction or renovation which:

(a) Is located within the target area; and

(b) The fair market value of the materials to be used in and the labor to be performed on the project exceeds the sum of $15,000.00; and

(c) Is for commercial, office, or a residential use; and

(d) Conforms to the intent of this ordinance.

In order for a residential use to be an eligible project, the object of the construction or renovation must be a dwelling unit as defined in article 12 of the City of Dover zoning ordinance [appendix B]. Construction or renovation of accessory buildings as defined in article 12 of the City of Dover zoning ordinance [appendix B] shall not be eligible for development incentives. Construction or renovation which constitutes ordinary replacement or routine maintenance shall not qualify as an eligible project.

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Section 4. - Target area.

Target area shall mean that part of the city more particularly described as follows:

Beginning at a point at the intersection of the centerlines of Cecil and North State Streets, then continuing on the centerline of North State Street in a southerly direction to the intersection of the centerline of State Street and an extension of the centerline of Delaware Avenue, then continuing on the centerline and an extension of the centerline of Delaware Avenue in an easterly direction to the point of intersection of an extension of the centerline of Delaware Avenue and the St. Jones River, then following the centerline of the St. Jones River in a southerly direction to the point of intersection of the centerline of the St. Jones River and the southerly property line of lands now or formerly of the Catholic Diocese of Wilmington, being the site of Holy Cross Roman Catholic Church, then proceeding in a westerly direction along said property line to the easterly right-of-way line of South State Street (U.S. Route 13-A), then crossing the right-of-way line of South State Street in a westerly direction and joining the centerline of Hope Street and proceeding in a westerly direction to the centerlines of Hope Street and South Governors Avenue, then proceeding in a southerly direction along the centerline of South Governors Avenue to the point of intersection of the centerlines of South Governors Avenue and Dover Street, then proceeding in a westerly direction along the centerline of Dover Street to the point of intersection of the centerlines of Dover Street and Westview Terrace, then continuing in a northerly direction on the centerline of Westview Terrace to the point of intersection of the centerline of Westview Terrace and New Burton Road, then proceeding in a northeasterly direction on the centerline of New Burton Road to the point of intersection of New Burton Road and West Street, then continuing in a northerly direction along the westerly right-of-way line of West Street to the point of intersection of the westerly side of the right-of-way of West Street and the northerly property line of lands now or formerly of Dover Rent-All, Inc., then continuing in a westerly direction along said property line to the point of intersection of said property line and the lands of Conrail Railroad, then proceeding in a northerly direction along the easterly right-of-way line of Conrail Railroad in a northerly direction to the point of intersection of the centerline of West North Street and then westerly along the centerline of West North Street **to Clarence Street and north along the center line of Clarence Street to Slaughter Street, and west along the center line of Slaughter Street to Cherry Street and north along the center line of Cherry Street to the intersection with the center line of Lincoln Street** to a point of intersection with an extension of the westerly property line of lands now or of late of Michael Nash, being the site of the former Diamond Ice Company, then proceeding in a northerly direction along the westerly property line of the Nash property and in a line extending to the intersection of the southerly property line of lands now or of late Paul T. and Aiko Moore, and then northwesterly and then northerly along the southern and western property line of the Moore property and extending north to an intersection with the centerline of Lincoln Street, and then easterly along the centerline of Lincoln Street to a point of intersection of an extension of the westerly property line of lands now or formerly of Frank Moore et al., and then northerly along the western property of Frank Moore et al. and extending to a point of intersection with the centerline of Forest Street, then easterly along the centerline of Forest Street to a point of intersection with an extension of the westerly property of the lands now or formerly of the Salvation Army, and then northerly and easterly along the western and north property line of the Salvation Army property to the point of intersection with lands now or of late Conrail Railroad, then northerly along the westerly property line of Conrail Railroad and extending to a point of intersection with the centerline of West Division Street, and then easterly along the centerline of East Division Street to the intersection of the easterly right-of-way line of Conrail Railroad, and then northerly along the easterly right-of-way line of Conrail Railroad to the intersection of the right-of-way of Conrail Railroad and the northerly property line of lands now or

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of late of Southern States Cooperative, Inc., then proceeding in an easterly direction a distance of 52.76 feet to the northeasterly corner of the lands now or of late of Southern States Cooperative, Inc., then proceeding in a southerly direction along the easterly property line of lands now or of late of Southern States Cooperative, Inc., to the point of intersection of said property and the centerline of ~~Cecil~~ **Mary** Street, then proceeding in an easterly direction along the centerline of ~~Cecil~~ **Mary** Street to the point of beginning, being the point of intersection of the centerline of ~~Cecil~~ **Mary Street** and North ~~State Streets~~ **Governors Avenue, south along the centerline of North Governors Avenue to the intersection of North Governors Avenue and Cecil Street, and west along the center line of Cecil Street through the Wesley College Campus to the point of intersection of Cecil Street and North State Street**.

High Priority Target Area **shall mean that part of the city more particularly described as bounded by the street center lines as follows:**

From the intersection of the centerlines of North Governors Avenue and Mary Street south go the intersection of the centerlines of North Governors Avenue and Fulton Street, east to the intersections of the center lines of Fulton Street and North State Street, south to the northern intersection of the center lines of South State Street and The Green, and along the centerline of The Green east of South State Street to the south intersection of the center lines of South State Street and The Green, south to the intersection of the center lines of South State Street and West Water Street and west to the intersection of the center lines of West Water Street and South Queen Street, south along the center line of South Queen Street 541.11 feet and then west to the center line of South West Street, and north to the intersection of the center lines of West North Street and South West Street, and west to the intersection of the center lines of West North Street and Clarence Street and north to the intersection of the center lines of Clarence Street and Slaughter Street, and west along the center line of Slaughter Street to Cherry Street and north along the center line of Cherry Street to the intersection with the center line of Lincoln Street, and east along the center line of Lincoln Street to the intersection of the center lines of Forest Street and South West Street, and north along the center line of South West Street to the intersection of the center lines of West Street and West Division Street, and west to the east property line of the Norfolk Southern railroad track, and north along this property line to the intersection with the center line of Mary Street, and west to the intersection of the center lines of Mary Street and North Governors Avenue.

ARTICLE III. - ELIGIBILITY

~~**Section 1. - Development incentive eligibility.**~~

~~**In order to be eligible for development incentives, the owner of an eligible project must agree to contribute ten percent of the total value of the incentives received to the Downtown Dover Partnership for reinvestment in downtown Dover.**~~

Section 2. - Development incentive ineligibility.

An otherwise eligible project shall be ineligible for development incentives if:

(a) An application for a building permit for the project was filed prior to the effective date of this ordinance; or

(b) Construction or renovation commenced prior to the effective date of this ordinance; or

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(c) Issuance of the certificate of occupancy and/or the completion and finalization of the building permit occurs before the application for development incentives is received; or

(d) The subject property is exempt from City of Dover real estate taxes; or

(e) The beneficiary of the incentives is delinquent on any of the obligations listed in section 1-13(b).

Section 3. - Revocation of eligibility.

The beneficiary of the incentives provided by this Appendix must remain current on all obligations due the city. If, at any time after the incentives have been granted, the beneficiary of the incentives becomes delinquent on any of the obligations listed in section 1-13(b), the city manager shall revoke the eligibility for any portion of the incentives not yet received by the beneficiary. Notice shall be given to such beneficiary in writing.

ARTICLE IV. - DEVELOPMENT INCENTIVES

Eligible projects within the Target Area shall be eligible for the following development incentives:

Section 1. - [Waiver of permit fees.]

Fees for building, plumbing, mechanical, and fire protection permits shall be waived for eligible projects.

Section 2. - [Waiver of impact fee.]

Eligible projects ~~**that have received conditional approval from the planning commission after January 31, 2008, that involve multiple story new construction or renovation of an existing building, and have a combination of residential, office, retail, or commercial service uses so that at least two of these uses are established**~~ shall qualify for city impact fee waiver of the cost of such fees. ~~**Eligible projects that have received conditional approval from the planning commission on or before January 31, 2008, and that are multiple-story new construction on one lot, and have a combination of residential, office, retail, or commercial service uses so that at least two of these uses are established shall qualify for city impact fee waiver of one half the cost of such fees.**~~

Section 3. - ~~**[Period of tax waiver.]**~~ **Abatement of property taxes on the value of improvement.**

Eligible projects shall receive property tax waivers for a period not to exceed ten years so that improvements to the properties made in accordance with the intent of this ordinance will not be taxed for a period of time not to exceed ten years from the date of the making of the improvements. The said ten-year period will commence with the date of issuance of a building permit.

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Eligible projects within the High Priority Target Area shall also be eligible for the following incentives:

- **For properties which have transferred on or after March 1, 2015, the property owner shall be eligible for a rebate of the buyer's portion of the real estate transfer tax upon issuance of a certificate of occupancy, provided that a certificate of occupancy is issued for improvements to the property within five years of the payment of the real estate transfer tax.**
- **Businesses that open within or relocate to the high priority target area on or after March 1, 2015, shall be eligible for a waiver of all city business license fees associated with the business for a period of three years. Eligible businesses are still required to obtain the required city business licenses.**

ARTICLE V. - ADMINISTRATION

The city manager and his staff shall develop the administrative procedures necessary to implement this ordinance. The city manager and his staff shall promulgate reasonable standards to be used in determining whether an eligible project shall receive development incentives and, if so, which incentives shall be granted. Administrative staff shall review applications for development incentives and grant incentives to eligible projects. Applicants shall be notified of the action taken on their applications by mail.

ARTICLE VI. - APPEALS

Applicants denied development incentives shall have the right to appeal the decision to the city council within 30 days from the date of mailing of the formal notification. Such appeal shall be in writing, signed by the owner of the property in question, and filed with the city clerk.

ARTICLE VII. - SEVERABILITY AND EFFECTIVE DATE

Section 1. - [Severability.]

Should any section or provision of this ordinance be declared to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the parts so declared to be unconstitutional or invalid.

Section 2. - [Effective date.]

This ordinance shall be effective as of January 1, 1991.

ADOPTED: *

S:\ORDINANCES\2015\DRAFT\Ordinance #2015-04 Appendix C - Downtown Redevelopment 02-09-15 - Final Reading.wpd

SYNOPSIS

The proposed ordinance modifies the boundary of the Downtown Redevelopment Target Area to ensure that the Downtown Development District falls within the larger target area, and it creates a High Priority Target Area that comprises the Downtown Development District boundary. It removes the 10% donation of the value of redevelopment incentives to the Downtown Dover Partnership, expands the impact fee waiver to remove the applicability to only multi-story mixed use buildings, and it adds two new incentives for the High Priority Target Area: rebate of the buyer's portion of transfer taxes when a Certificate of Occupancy is granted for property improvements, and waiver of City business license fees for new businesses in the area for a period of three years. The proposed ordinance implements the incentives agreed to in the City's Downtown Development District application.

(SPONSORS: ANDERSON, BONAR, SLAVIN, AND TOWNSHEND)

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Actions History

02/23/2015 - Scheduled for Final Reading at City Council

02/09/2015 - Introduced at Legislative, Finance, and Administration Committee and First Reading at City Council

01/26/2015 - Scheduled for Introduction at Legislative, Finance, and Administration Committee - Meeting Cancelled Due to Inclement Weather

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