COUNCIL COMMITTEE OF THE WHOLE
AGENDA

DECEMBER 13, 2016 - 6:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA - DOVER, DELAWARE

PUBLIC COMMENTS ARE WELCOMED ON ANY ITEM AND WILL BE PERMITTED AT APPROPRIATE TIMES. WHEN POSSIBLE, PLEASE NOTIFY THE CITY CLERK (736-7008 OR E-MAIL AT CITYCLERK@DOVER.DE.US) SHOULD YOU WISH TO BE RECOGNIZED.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

AGENDA ADDITIONS/DELETIONS

1. **ADDITION OF BOLLARD LIGHTING - MALLARD POND PARK TRAIL**
   (STAFF RECOMMENDS PROCEEDING WITH THE INSTALLATION OF BOLLARD LIGHTING ALONG THE MALLARD POND PARK MULTI-USE PATH)

2. **PROPOSED LAND SWAP - CAPITOL BAPTIST CHURCH/MAYFAIR PARK** (DURING THEIR REGULAR MEETING OF AUGUST 22, 2016, CITY COUNCIL APPROVED THE COMMITTEE'S RECOMMENDATION FOR APPROVAL OF STAFF'S RECOMMENDATION TO AUTHORIZE THE CITY MANAGER AND OTHER CITY STAFF TO NEGOTIATE A PROPOSED LAND SWAP WHICH IS MUTUALLY BENEFICIAL TO THE PROPERTY OWNERS AND THE CITY OF DOVER, INCLUDING ANY NECESSARY RESEARCH AND LEGAL EXPENSES NECESSARY TO DETERMINE THE TERMS AND CONDITIONS OF A POTENTIAL LAND SWAP THAT INVOLVES THE PUBLIC OPEN SPACE KNOWN AS MAYFAIR PARK WITH FOUR (4) CAVEATS, AS FOLLOWS: 1) THAT STAFF WOULD COME BACK AND PRESENT AT LEAST THREE (3) ALTERNATIVES ON THE PROPOSED LAND SWAP THAT INCLUDE MAPS AND DRAWINGS; 2) THAT THERE WOULD BE COMMENTARY FROM THE PARKS AND RECREATION DEPARTMENT ON WHAT THE POTENTIAL EFFECT WOULD BE ON THE FUTURE USES OF THE PARK FOR THE LAND SWAP; 3) THAT IT WOULD INCLUDE AN ESTIMATE OF COSTS, AND A PROPOSED COST SHARING ARRANGEMENT WITH THE CHURCH WOULD BE IDENTIFIED, AND 4) THAT STAFF WAS NOT AUTHORIZED TO EXPEND ANY FUNDS AT THIS POINT WITHOUT FURTHER APPROVAL.)
   (STAFF RECOMMENDS THAT THE FOUR (4) OPTIONS BE DISCUSSED WITH THE COMMITTEE AND THE NEXT STEPS OUTLINED)

3. **ADJOURNMENT OF PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE MEETING**

ADJOURNMENT OF COUNCIL COMMITTEE OF THE WHOLE MEETING

/tm
S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Committee-Agendas\2016\12-13-2016 CCW AGENDA.wpd

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(E)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING.

ACTION FORM

PROCEEDING: Parks, Recreation, And Community Enhancement Committee
DEPARTMENT OF ORIGIN: Planning & Inspections **DATE SUBMITTED**: 12/2/16
PREPARED BY: Ann Marie Townshend, AICP, Director of Planning and Community Development
SUBJECT: Addition of Bollard Lighting – Mallard Pond Park Trail
REFERENCE: N/A
RELATED PROJECT: Mallard Pond Park Pathway
APPROVALS: Scott D. Koenig, City Manager; Donna Mitchell, Controller
EXHIBITS: Mallard Pond Park Plan
EXPENDITURE REQUIRED: $19,897.67 for Bollard Lighting (based on estimate below) **AMOUNT BUDGETED**: $100,000 ($28,907.06 is remaining after prior expenses are paid) **FUNDING SOURCE (Dept./Page in CIP & Budget)**: Delaware Land and Water Conservation Trust Fund ($50,000)/Community Transportation Fund ($50,000)
TIMETABLE: As soon as possible.
RECOMMENDED ACTION: Staff recommends that staff proceed with installation of bollard lighting along the Mallard Pond Park multi-use path.

BACKGROUND AND ANALYSIS

The City of Dover recently completed construction of the Mallard Pond Park multi-use path, which connects Marsh Creek Drive to the Mallard Pond development. In addition to being a recreation amenity for the surrounding neighborhoods, the path also provides a safe way for pedestrians in the Mallard Pond community to access the Dover High School. The construction costs for the trail came in under the anticipated budget. Given the importance of this path as a component of the pedestrian network surrounding the Dover High School, staff requested an estimate for the installation of bollard lighting along the new path, improving the safety of the trail for people using it in early morning or evening hours. The cost estimate for the bollard lighting is detailed below. If the lighting is approved, the city will need to secure quotes from vendors for the lighting.

MALLARD POND ESTIMATE FOR BOLLARD LIGHTING

Part Number	Description	Cost	Qty.	Total
220 002 0009	CABLE DUPLEX URD AL #4 DELGADO	0.46	2000	920.00
LSIBVRD-ID-50-MH-CA-MT-BRZ	BOLLARD, 50W	734.07	20	14,681.40
220 003 00010	12-2 CU UF-B W/GRD	0.2773	250	69.33
444 001 00008	PE-10	30.141	20	602.82
061 010 00007	PHOTO CONTROLLERS	4.08	20	81.60
				16,355.15
			warehouse fee	0.2166
				$ 19,897.67

When the City met with neighbors of Mallard Pond Park to develop the park plan, there was no discussion of lighting, so there has been no input from neighbors on this improvement. Staff believes that the bollard lighting will increase the safety of path users, but we are also willing to meet with neighbors prior to moving forward with the lighting if Council wishes.


PLAYGROUND
MULTI-USE TRAIL
PARKING LOT

Memorandum

Office of the City Manager
PO Box 475
Dover, DE 19903
Phone: (302) 736-7005
FAX: (302) 736-7002
E-mail: skoenig@dover.de.us

To: **Parks, Recreation, and Community Enhancement Committee**

From: **Scott D. Koenig, P.E., ICMA-CM**
City Manager

Date: **December 6, 2016**

Subject: **Proposed Land Swap – Capitol Baptist Church / Mayfair Park**

THE DOVER CITY COUNICL AUTHORIZED THE CITY MANAGER AND OTHER CITY STAFF TO NEGOTIATE A PROPOSED LAND SWAP WHICH IS MUTUALLY BENEFICIAL TO THE PROPERTY OWNERS AND THE CITY OF DOVER, INCLUDING ANY NECESSARY RESEARCH AND LEGAL EXPENSES NECESSARY TO DETERMINE THE TERMS AND CONDITIONS OF A POTENTIAL LAND SWAP THAT INVOLVES THE PUBLIC OPEN SPACE KNOWN AS MAYFAIR PARK WITH FOUR (4) CAVEATS, AS FOLLOWS: 1) THAT STAFF WOULD COME BACK AND PRESENT AT LEAST THREE (3) ALTERNATIVES ON THE PROPOSED LAND SWAP THAT INCLUDE MAPS AND DRAWINGS; 2) THAT THERE WOULD BE COMMENTARY FROM THE PARKS AND RECREATION DEPARTMENT ON WHAT THE POTENTIAL EFFECT WOULD BE ON THE FUTURE USES OF THE PARK FOR THE LAND SWAP; 3) THAT IT WOULD INCLUDE AN ESTIMATE OF COSTS, AND A PROPOSED COST SHARING ARRANGEMENT WITH THE CHURCH WOULD BE IDENTIFIED, AND 4) THAT STAFF WAS NOT AUTHORIZED TO EXPEND ANY FUNDS AT THIS POINT WITHOUT FURTHER APPROVAL)

August 31, 2016 Update: Mrs. Ann Marie Townshend, Director of Planning & Community Development, and I met with representatives of the Capitol Baptist Church on Thursday, August 25, 2015 to discuss the above topic. Representatives of the church presented three (3) hand drawn concepts of potential revisions to property lines to satisfy the City Council's request. City staff has sent these drawings to our GIS staff for digital plotting so they can be further evaluated as viable options. No further action has occurred at this time; therefore, no formal discussion on the topic is necessary. This memorandum is for information only.

December 6, 2016 Update:

Mrs. Ann Marie Townshend, AICP, Director of Planning & Community Development, and I met with representatives of Capital Baptist Church on Monday, November 7, 2016 and discuss the attached four (4) options for the proposed land swap. After discussing each option, the consensus was that Option #1 represented the best overall option to pursue. Staff recommends these options be discussed with the Committee and the next steps outlined. Mrs. Townshend has also contacted DNREC regarding the prior use of LWCF and DLWCTF but has not received a response as of this writing.

sdk/SDK
Attachments – 10 pages of support documents including map options
cc: Ann Marie Townshend, AICP, Director of Planning & Community Development

Mayfair Park

Potential Land Swap: Option 1



0 75 150 300 Feet

N

Date Printed: August 31, 2016
File: m:\gis_data\projects\tech_mxds
\planning_maps\mayfair_park_land_swap
\option_1
Department: Public Works GIS
City of Dover, Delaware

Legend

Dover Parcels

Lands to be Exchanged

Option 1

Mayfair Park

Potential Land Swap: Option 2



0 75 150 300 Feet

N

Date Printed: August 31, 2016
File: m:\gis_data\projects\tech_mxds
\planning_maps\mayfair_park_land_swap
\option_2
Department: Public Works GIS
City of Dover, Delaware

Legend

Dover Parcels

Lands to be Exchanged

Option 2

Mayfair Park

Potential Land Swap: Option 3



0 75 150 300 Feet

N

Date Printed: August 31, 2016
File: m:\gis_data\projects\tech_mxds
\planning_maps\mayfair_park_land_swap
\option_3
Department: Public Works GIS
City of Dover, Delaware

Legend

Dover Parcels

Lands to be Exchanged

Option 3

Mayfair Park

Potential Land Swap: Option 4



0 75 150 300 Feet

N

Date Printed: August 31, 2016
File: m:\gis_data\projects\tech_mxds
\planning_maps\mayfair_park_land_swap
\option_1
Department: Public Works GIS
City of Dover, Delaware

Legend

Dover Parcels

Lands to be Exchanged

Option 4