ANNUAL COUNCIL MEETING

The Annual Council Meeting was held on May 8, 2017 at 7:30 p.m. with Mayor Christiansen presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, Mr. Hutchison and Mr. Slavin.

Staff members present were Police Chief Mailey, Ms. Peddicord, Mrs. Mitchell, Mr. Hugg, Fire Chief Carey, City Solicitor Rodriguez, and Mrs. McDowell.

The colors were presented by Dover High School Air Force Junior Reserve Officer Training Corps (AFJROTC).

The invocation was given by Reverend Elmer N. Davis, Jr., followed by the Pledge of Allegiance.

The National Anthem was performed by the Dover High School Select Ensemble.

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

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF APRIL 24, 2017
The Minutes of the Regular Council Meeting of April 24, 2017 were unanimously approved by motion of Mr. Neil, seconded by Mr. Lewis and bore the written approval of Mayor Christiansen.

PROPOSED RESOLUTION NO. 2017-05/PRESENTATION - JAMES L. HUTCHISON, SR.
The City Clerk read the following Resolution into the record:

WHEREAS, James L. Hutchison, Sr.'s career with the City of Dover began with his appointment on September 11, 1967 as a Patrolman in the Dover Police Department. He ultimately attained the position of Chief of Police and retired from the Department after more than 25 years of service on December 19, 1992. James L. Hutchison, Sr. was sworn into office as Councilman At-Large on May 10, 1993. After serving one year, he relinquished his seat as Councilman, successfully ran for Mayor, was sworn into office on May 9, 1994, and became Dover's first full-time Mayor on May 11, 1998, serving with distinction until May 10, 2004. James L. Hutchison, Sr. was sworn in as Councilman representing the First Council District on May 9, 2011 and served in that office with distinction until May 8, 2017. During his most recent tenure on Council, he served as Chair of the Safety Advisory and Transportation Committee; Utility Committee; and President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library and Other City Properties; and as a Member of the Parks, Recreation, and Community Enhancement Committee; Ad Hoc Financial and Operational Advisory Committee; Police Chief Selection Committee; and Kent Economic Partnership; and as a Liaison to the Chamber of Commerce and Greater Dover Committee and to Kent County on the City/County Committee; and

WHEREAS, as James L. Hutchison's long and storied history with the City of Dover shaped him into an exemplary leader and outstanding public servant, his diligent efforts also helped to shape the City. He was instrumental in the extension of term limits for members of City Council from two to four years; Council's transition from laptops to tablets for easier access to meeting materials, and

the reinstitution of the Council Committee of the Whole meeting format for standing Council committees. These important contributions have greatly enhanced Council's deliberations and resulted in significant cost savings; and

WHEREAS, James L. Hutchison's deep-rooted and lifelong love for the City is evident to all he encounters and has been manifested by his many years of devoted service. His selfless labor, affable personality, and innumerable accomplishments in advancing the interests of the City of Dover have earned him a reputation for excellence in governing throughout the City of Dover and the State of Delaware.

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

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

ADOPTED: MAY 8, 2017

Mr. Hare moved for adoption of the Resolution No. 2017-05, seconded by Mr. Neil and unanimously carried.

Mayor Christiansen and Council President Slavin presented Mr. Hutchison with the Resolution and a Dover Cup in recognition of his service. Mayor Christiansen thanked Mr. Hutchison for his service to the City. Mr. Slavin expressed gratitude for Mr. Hutchison's service as Mayor, Police Chief, fellow Councilman, colleague, friend, mentor, and touchstone.

Kent County Levy Court President Brooks Banta and Vice President Terry Pepper presented a tribute to Councilman Hutchison on behalf of Kent County, as follows:

> The Honorable Councilman James L. Hutchison, Sr., City of Dover, Delaware:
>
> On this the 8th day of May, 2017, Kent County Levy Court is privileged to pay tribute to the Honorable Councilman James L. Hutchison, Sr. in recognition for his outstanding public service as Councilman in the City of Dover, Delaware. The Honorable Councilman James L. Hutchison, Sr. has set the bar high in standards to be upheld during his many years of public service: twenty-five years in law enforcement, ten years as Mayor, and seven as Councilman.
>
> During this time, he also served on the City/County Committee and the Kent Economic Partnership. His insightful leadership and experience have been valuable assets to his colleagues in Kent County government. The Honorable Councilman James L. Hutchison, Sr. has distinguished himself as an elected official with a strong

> desire to see the City of Dover excel and prosper. The citizens of Dover and all Kent County have benefitted greatly by his generous contributions to the public interest.
>
> Kent County Levy Court applauds and wishes to express its sincere appreciation to the Honorable Councilman James L. Hutchison, Sr. for his exemplary record of over 40 years of dedicated public service and extends hearty best wishes in retirement and in all future endeavors.

Mr. Banta stated that Mr. Hutchison is a man of high quality and dignity and recognized his influence on Mr. Banta, his wife, and Kent County. He expressed gratitude for Mr. Hutchison's role in finding the current location for the Kent County Administration building on Bay Road and influencing them to locate there. He indicated that Mr. Hutchison exemplifies the Boy Scout Law, which states that a Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean and reverent.

Mr. Pepper stated that he was honored to be present to pay tribute to Mr. Hutchison, noting that his family's careers had paralleled and crossed Mr. Hutchison's career many times over the years and he had been a great friend to the Pepper family. Mr. Pepper stated Mr. Hutchison should be in line to be crowned Mr. Dover because he is one (1) of Dover's greatest cheerleaders.

The City Clerk read the following State of Delaware Senate Tribute into the record:

> Be it hereby known to all Senator Brian J. Bushweller is joined by the Senate of the 149th General Assembly in commending the Honorable James L. Hutchison, Sr., City of Dover, recognizing near to 30 years of notable service to the citizens of Dover and its environs. Throughout his extraordinary tenure, he has served with distinction as Chief of Police, member of City Council, and Mayor. Hutch has demonstrated a unique appreciation for the capital municipality of the First State and has earned the respect and high regard of so many along his way.
>
> His impact on virtually every aspect of city life has made a difference, a very positive difference indeed. Senator Bushweller finds it most befitting the Senate recognize this fine gentleman and his many contributions and accomplishments.
>
> With gratitude and best wishes for the bright promise of the future, the Senate directs this tribute be presented Monday, the 8th of May, 2017 as James Hutchison celebrates the culmination of several jobs well done.

Mr. Hutchison expressed thanks for the recognition, noting that he had come to the City at age 24 when the Police Department had 24 officers, the population was 12,000, and the east side of Route 13 was outside the City of Dover. He noted that the starting salary was $78 per week; however, it was the best job he ever had. Mr. Hutchison expressed thanks to those he had worked with, including Mr. Nicholas Rodriguez, City Solicitor; Mr. Bill Pepper, Deputy City Solicitor; Mrs. Donna Mitchell, Acting City Manager, for taking care of financial matters; the City Clerk's Office; and Fire Chief Carleton Carey, Jr. and the members of the volunteer Fire Department. Mr. Hutchison advised that the last motion he had made was to confirm Deputy Police Chief

Mailey's appointment as Chief of Police, stating that this was the most important motion he had ever made on this Council. He stated that the City of Dover has a great team and expressed the importance of working together.

OATHS OF OFFICE ADMINISTERED BY THE HONORABLE WILLIAM L. WITHAM JR., RESIDENT JUDGE - SUPERIOR COURT

In Judge Witham's absence, the Honorable Jeffrey J. Clark, Judge, Superior Court, administered the Oaths of Office, as follows:

Council - At-Large	-	Timothy A. Slavin
Council - First District	-	Tanner Wm. Polce
Council - Second District	-	William F. Hare
Council - Third District	-	Fred A. Neil
Council - Fourth District	-	David L. Anderson

ELECTION OF COUNCIL PRESIDENT/VICE-MAYOR

Mayor Christiansen opened the floor for nominations for Council President/Vice-Mayor for 2017/2018.

Mr. Lewis moved to nominate Mr. Slavin to serve as Council President/Vice-Mayor for 2017/2018, seconded by Mr. Sudler.

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

By unanimous consent, Mr. Slavin was elected to serve as Council President/Vice-Mayor for 2017/2018.

RECESS FOR PHOTOGRAPHS (MAYOR AND COUNCIL)

Mr. Sudler moved to recess for photographs of the Mayor and members of City Council. The motion was seconded by Mr. Neil and unanimously carried.

The meeting recessed at 8:04 p.m.

Mr. Sudler moved to reconvene, seconded by Mr. Neil and unanimously carried.

The Meeting reconvened at 8:13 p.m., with Mayor Christiansen presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Slavin.

CONSENT AGENDA

Mr. Sudler requested that items #10-A - 2017/18 City Council Annual Appointments - Appointed Staff Members, and #13 - Resolution No. 2017-06 Authorizing Signatures for Banking Services on Behalf of the City of Dover, Delaware - Controller/Treasurer, Assistant Controller/Treasurer, and Assistant Treasurers be removed from the Consent Agenda.

Mr. Lewis requested that item #7-C-(1) - Seed Funding Request from Big River Film Co., LLC for a Short Film to Celebrate the 300th Year of Dover be removed from the Consent Agenda.

Mr. Neil moved for approval of the Consent Agenda, as amended, seconded by Mr. Lewis and carried by a unanimous roll call vote.

STATE OF THE CITY MESSAGE - MAYOR ROBIN R. CHRISTIANSEN

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

> Good evening my fellow Doverites. Mr. President, honorable members of Council – tonight we stand on the threshold of a new era in the history of our City. As we celebrate 300 years of Dover history and the innumerable contributions that we as a community have made to this country, we face the next one hundred years with optimism and enthusiasm acknowledging that our best days are ahead of us. I would be remiss to not mention the coming together of our community with so many organizations in celebration after having just kicked off our birthday celebration with Kent County Tourism and so many others who look forward to creating history in the years to come.
>
> Are there challenges ahead? Yes, certainly, but we have a City Council who partnered with our employees and our citizens, can overcome any challenge with confidence and resolve. With their strength and determination, we can meet the needs of the future and all that we may face.
>
> We have a dynamic city work force which is second to none. I thank them for their unwavering dedication to make this city shine. For when they make our City shine the Mayor and Council shine. Many people believe the life of a City employee is Monday through Friday 8-5pm. I am sure every employee of the city wishes it were that way. I have personally called upon people who have come out on nights, weekends, holidays and time away from their families to help resolve issues making Dover the great place that it is. I thank them for their dedication and their commitment to all who live in Dover.
>
> To the men and women of the Dover Police Department both uniformed and civilian employees – thank you for your professionalism and your continued devotion to protect and serve our citizens. It is a tough job in tough times. But they do it well. Uncertainty is always with them daily, but so are our prayers. But in addition to our prayers, the Police Department needs the cooperation of all of our citizens to partner together to rid all of our neighborhoods of crime, which plagues not only Dover but our entire country. Likewise, along with cooperation we must have mutual respect and trust if the police/citizen partnership is to be effective today and in the future. Let it be known now; that this, a renewed notice that guns, drugs and gangs are no longer welcome on the streets of our City!

To the men and women who serve our electric utility, customer service, linemen, meter technicians and others – thank you. You provide the City with reliable electricity, on a redundant system that keeps the lights on when others around us are not as fortunate. To Harry Maloney…it's Electric!

To the entire Public Works Department Team, whether it is Grounds, Streets, Sanitation, Water/Wastewater – thank you for making our city accessible and for the continual upgrade of our infrastructure. To the Code Enforcement and Planning Department staff and our Fire Marshals for keeping our city safe and livable. Enforcement of the Code can be difficult and not always appreciated. It is your due diligence and the unwavering desire for the safety of our community which stays at the forefront.

A tip of the hat to our terrific Parks and Recreation Department for the job they do to keep our residents, young and old, healthy and fit with active programs and passive retreats.

To the City Clerk's Office who keep those important records and history of the City and handle the many pieces of correspondence. They put together our agendas and all the necessary paperwork needed to efficiently put together a legislative agenda of a growing city. Thank you also to the committees of Council, both elected and civilians, who serve assisting the Council with vital decisions, always weighing the information with wisdom and thoughtfulness, and the best interest of their fellow citizens.

I would be remiss to not recognize the hard working staff of the City Manager and Mayor's office who field the many calls from our constituents and resolve their concerns quickly and in a timely manner. Always going above and beyond the call of duty to help.

I would also like to acknowledge the Human Resources staff. It is not an easy task to monitor the numerous applications coming in, approval of positions to be filled and the needs of council and staff, we thank you.

To the Finance Department, a hearty thanks to you for your efforts, providing a healthy and progressive city with the necessary financial accountability to the citizens. Guaranteeing responsible use of tax dollars and enterprise fund revenue.

To the Assessor's Office for maintaining fair business practice in the valuation process and appeals, making yourself available to explain and aid in understanding.

To the IT Department for keeping us up and going. Our struggles would be greater without you keeping us connected and online.

To the men and women of the Robbins Hose Co. No. 1 serving as the Dover Fire Department, who for 135 years have served this community with pride and

dedication. The citizens of this community recognize your unselfish service to others and a hearty thank you for your continued task of saving lives and protecting property. You are our heroes.

To our library staff – Thank you for opening up a whole new world to so many through your programming, events & now the Passport Program.

We have great people working in our great community, who on a daily basis, twenty-four hours a day, work to make this city the place we love to call home.

As a City we have partnered with NCALL, Habitat for Humanity, Interfaith Mission, Whatcoat Shelter, Code Purple, Shepherds Place, The Nehamiah Project, Dr. Gus Walker, Fort Able, numerous churches and many fraternal organizations and individual citizens to end homelessness among those less fortunate, revitalize neighborhoods and work for affordable housing and meaningful employment for all of our citizens.

We continue to revitalize, repair and replace our infrastructure as funds permit us to meet the needs of today and anticipate the needs of future economic growth and development. We must, as a community, have the courage and commitment to do what is right for not only today but what is right for future generations. Our best days are ahead of us and we have a bright future offering a clean, beautiful, safe and prosperous City to all who want to work, live and play here.

To my fellow colleagues on Council. Often we are called on as representatives to our community in times of need. I know it is not always easy and that the hours can seem long. It is with your due diligence that we are able to have a city we are all proud of, a City where we can civilly discuss new ideas, a place where we all can call home.

Finally, a grateful and hearty thank you to the citizens of Dover who as taxpayers and customers allow us to serve them daily. Your confidence and belief in the future of this City gives each of us the energy to work diligently on your behalf each day. My hope is that we meet and exceed your expectations. I believe in Dover, do you?

COUNCIL COMMITTEE OF THE WHOLE REPORT - APRIL 25, 2017

The Council Committee of the Whole Meeting was held on April 25, 2017 at 6:01 p.m., with Council President Slavin presiding (departed at 6:52 p.m. and returned at 6:53 p.m.; departed at 7:37 p.m. and returned at 7:38 p.m.). Members of Council present were Mr. Anderson (arrived at 6:06 p.m.), Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, and Mr. Hutchison. Mr. Sudler was absent. Mayor Christiansen (departed at 8:10 p.m.) was also present. Civilian members present for their Committee meetings were Mr. Keller (*Safety Advisory and Transportation*), Ms. Arndt and Mr. Blakeman (*Utility*), and Mr. Shevock (*Legislative, Finance, and Administration*). Mr. Shelton (*Safety Advisory and Transportation*) and Dr. Stewart (*Legislative, Finance, and Administration*) were absent.

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

The Safety Advisory and Transportation Committee meeting was held with Chairman Hutchison presiding.

Presentation - Lights On, Crime Out - Restoring Central Dover (Chanda Jackson, NCALL Community Engagement Specialist)

Dr. Chanda Jackson, Community Engagement Specialist, NCALL, introduced Mr. David Clendaniel, Chair, Restoring Central Dover Safety Work Group, and Mr. Orlando Short, Restoring Central Dover Community Engagement Work Group.

Mr. David Clendaniel advised that Restoring Central Dover was born out of concerns about safety in downtown Dover for residents, businesses, and economic development, and he stated that a lot of improvements had been made. He noted that two (2) items from the City of Dover annual crime report stood out to him, as follows: 1) the police force does a great job and solves crimes at almost twice the national average rate; and 2) almost every crime category increased in 2016 from 2015. Mr. Clendaniel stated that the purpose of the Lights On, Crime Off initiative was to help deter crime in central Dover and in the Restoring Central Dover District.

Mr. Clendaniel reviewed a presentation entitled, "Lights On Crime Off Campaign - April 25, 2017." He explained that having lights on in houses deters crime and improves safety, noting that the National Institute of Justice reported that improved street lighting decreased crime by 21%, as stated in a 2008 study. Mr. Clendaniel stated that the hope was to engage the citizens of Dover in helping to enhance City lighting by passing out light bulbs, providing education on crime and energy conservation, and asking people to sign a pledge to keep their lights on and report crime when they see it.

Mr. Clendaniel explained that Restoring Central Dover had learned from the Dover Police Department that converting lights to LED on New Street had enhanced visibility on cameras. He noted that the cost of conversion can be recouped within five (5) years due to energy savings and stated his understanding that Delaware Sustainable Energy has loan programs for municipalities to make such conversions. Mr. Clendaniel asked members to consider funding LED street light improvement in the City's budget both this year and next year, stating that safety should be paramount.

Mr. Lewis asked what the City was currently paying for bulbs. Responding, Mrs. Donna Mitchell, Acting City Manager, stated that she was unsure of the cost of bulbs but noted that she had provided the cost for LED lights to NCALL. She advised that the Fulton, Mary, and Clara Street area had already been mapped out for LED light replacement and Senator Brian Bushweller is also contributing some funds toward it.

Mr. Hutchison noted that Newark had already moved forward with regard to the light issue and asked if staff had met with Newark in this regard. Responding, Mrs. Mitchell advised that staff had not met with Newark. She stated her belief that Newark had done their light replacement through the Delaware Municipal Electric Corporation (DEMEC) and noted that she would be meeting with DEMEC in regard to their presentation during the Council Committee of the Whole/Utility Committee meeting of April 11, 2017. Mr. Hutchison suggested sending a representative to Newark to see exactly what they had done and to look at the actual savings, since Newark had been doing this for a number of years.

Mr. Neil stated that there was no question about lighting being a key to crime prevention; however, he expressed interest in seeing what kind of pushback there would be because light can also be disturbing to those inside the house. He thanked NCALL for this phenomenal initiative.

Mr. Clendaniel indicated that this program had been very effective in a number of cities around the East Coast, including locations in Massachusetts, as well as Cape May and Asbury Park, New Jersey. He noted that NCALL had not created the name of the Lights On, Crime Off program but honored other cities by using this name. Mr. Clendaniel advised that there was no reason that this program could not work in Dover.

Mr. Anderson asked if more lights were needed in some alleys, in addition to replacements, and if the Public Works and Police Departments were coordinating regarding which alleys most needed enhancement. Responding, Mr. Orlando Short advised that efforts to identify additional lighting, not only replacement lighting, were underway. He stated that he was scheduled to do a ride-along with Lieutenant Christopher Hermance to identify those alleys that most needed lighting. Mr. Short indicated that some alleys were unpaved, including a dirt alley on Cecil and West Streets, and stated his belief that the Public Works Department was currently doing something with that alley. Mr. Anderson noted that the back of Cecil Street, from Governors Avenue to West Street, is dark.

Mr. Hutchison advised that, for the first time in a long time, he was extremely impressed with what was being done downtown. He thanked NCALL and everyone working in partnership in the area being discussed, including Kirkwood Street, Kings Highway, New Street, and Division Street, noting that these efforts would make a difference. Mr. Hutchison stated his firm belief that home ownership was the way to go. He indicated that he would wholeheartedly support these efforts when Council moves forward with the budget. Mr. Hutchison expressed the need to work hard to address these issues, which would include funding for them as well.

The Committee recommended endorsing and supporting this program.

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

Proposed Ordinance #2017-06 - Amending Chapter 70 - Offenses and Miscellaneous Provisions, Section 70-2 - Weapons Generally (Sponsors: Cole and Hutchison)

Mayor Christiansen advised that he was in favor of Proposed Ordinance #2017-06.

Deputy Chief Marvin Mailey reviewed Proposed Ordinance #2017-06, explaining that Dover High School wants to participate in a marksmanship program that 12 high schools within the State of Delaware were currently participating in. He stated that the only thing holding back the Capital School District was the City's ordinance pertaining to weapons ranges. Deputy Chief Mailey advised that the proposed amendment would only allow weapons ranges for school-sponsored projects, such as the marksmanship program, and a typical citizen would not be able to open a range on their property. He stated that the Proposed Ordinance would allow young people in the Capital School District the chance to compete, earn scholarships, etc.

Responding to Mr. Hutchison, Deputy Chief Mailey confirmed that it was specifically the ROTC program that was being discussed. He advised that he had attended a meeting regarding the program with Major John K. Murphy, USAF (Retired), Senior Aerospace Science Instructor at Dover High School; Mr. Dan Shelton, Superintendent of Schools, Capital School District; and other School Board members. Deputy Chief Mailey indicated that Major Murphy had done a great job explaining the safety protocols in place for the school program, and the range would be self-contained in a classroom set up with individual firing lanes where competitors could fire CO2 rifles with small pellets. He stated that these are not BB-style pellets but flat, roundish disks that compress as soon as they hit a solid backing, and bullet backers at the end of each lane would collect the spent rounds. Deputy Chief Mailey indicated that there was no chance of ricochet or people being injured, and participants would all be ROTC students enrolled in the program. He noted that three (3) ROTC personnel on the range would oversee the event, and there would be no spectators on the range. Deputy Chief Mailey advised that the CO2 rifles would be kept in the School District under several layers of security, so only the adults in charge of the ROTC program would have access to them and the kids would see one (1) of the adults to sign the weapons out. He stated that, he assumed, the weapons would only be taken out for practice and competition. Deputy Chief Mailey stated that, while in transit, the rifles would be overseen by the ROTC supervisors.

Mr. Cole advised members that due to Councilman Hutchison's impending departure, Councilman Neil had graciously agreed to be a co-sponsor of the Proposed Ordinance.

Mr. Cole stated that 12 other high schools in the State have such programs, which had all been very successful. He indicated that there had never been any issues and the program would provide the students with a great opportunity. Mr. Cole indicated that he supported the Proposed Ordinance.

Mr. Lewis noted that he had served on the Capital School District Board and had always been a supporter of the ROTC. He indicated that he thought this was a good program and commended Major Murphy and his colleague for starting it. Mr. Lewis asked if Deputy Chief Mailey had gone to check out the area and what his position was. In response, Deputy Chief Mailey advised that he formerly served in the Air Force and was well aware of their comprehensive rules and regulations. He noted that there are levels of safety and procedures in place to make sure that the participants and the range officers are safe. Deputy Chief Mailey explained that, in addition to being 33 feet away, participants also have to wear ear, eye and arm protection, as well as gloves, to ensure their safety. He indicated that he had watched how matches would be conducted and the risk was low. Deputy Chief Mailey noted that the Dover Police Department has a School Resource Officer on the premises who is aware and in favor of the proposed program. Deputy Chief Mailey advised members that he was also in favor of it and the Dover Police Department thought it was a good thing for the youth of Dover. Deputy Chief Mailey stated that there is a good partnership between the Dover Police Department and the Capital School District.

Mr. Lewis stated that he supported the ordinance amendment.

Major Murphy informed members that a young, female, freshman college student won the first gold medal at the Olympics last year, and she had started shooting in a non-ROTC marksmanship program at her high school. He stated that he had been impressed by this and thought that there was an opportunity to get kids on board with marksmanship. Major Murphy advised that Dover High was fortunate that some of their cadets would receive scholarships to the Air Force and the Army; however, he noted that students do more than 80 things every year with their color guards, drill team, and raider team, and they do not receive scholarships. Major Murphy indicated that the marksmanship program would allow kids to go to college on scholarships so that they can receive an education while doing something that they love. He noted that the program would educate kids on firing weapons safely using small pellets, not .22's, .38's, or .45's as some people had believed. Major Murphy advised that it would be a very safe program with marksmanship standards, so that if there is a misfire, they just fall to the ground. He indicated that, in the last eight (8) years, the Air Force had expressed a wish for this program, which the Army, Navy, and Marine Corps all have. Major Murphy stated that it was a great program and urged members to support it.

In response to Mr. Keller regarding the location of the program, Major Murphy advised that it would be in the Junior ROTC classroom at Dover High School, noting that 33 feet was needed and they currently have 40 feet. He stated that three (3) targets could be set up in front of the classroom, the door would be locked, and the only people present would be the three (3) cadets firing and the range officers. Major Murphy indicated that windows were available in the classroom for spectating.

Mr. Hutchison stated that one of the most impressive opportunities at Dover Air Force Base is watching the Junior ROTC State-wide competition, which creates pride in what young people are doing. He thanked the United States Air Force for their leadership.

The Committee recommended adoption of Proposed Ordinance #2017-06.

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

By consent agenda, Mr. Neil moved for acceptance of the Safety Advisory and Transportation Committee Report, seconded by Mr. Lewis and carried by a unanimous roll call vote.

UTILITY COMMITTEE

The Utility Committee was held with Chairman Cole presiding.

Presentation - Low Income Residential Utility Programs Under Consideration or Approved by the Delaware Energy Efficiency Advisory Council (EEAC) (Charles T. Kistler)

Mr. Harold Stafford, and Mr. Charles Kistler, Delaware Energy Efficiency Advisory Council (EEAC) reviewed a presentation, entitled "City of Dover Briefing - April 25, 2017." Mr. Stafford explained that the purpose of the EEAC programs was to look at ways to work with their partners to make energy efficiency programs available to the low-income community in the City of Dover and around the State. In regard to the HELP Initiative, Inc., he stated that the acronym HELP stands for healthy homes, energy-efficiency, lead-safe, and people-centric. Mr. Stafford advised that the focus of this initiative was to look at ways to instill best practices to assist low-income individuals to not only conserve energy, but to look at ways that they can reduce their energy consumption and their energy costs.

Mr. Neil questioned if there were lights or systems available that would cause a light to flash so that a person who had an emergency could identify their area to an ambulance that is responding. He indicated that there used to be such lights; however, they were no longer available and this question was important to many seniors. Mr. Slavin stated that he had worked with Mr. Neil on this issue for Wild Meadows 10 years ago, and they had purchased washers that were placed in the bottom of sockets. He explained that if they are turned on twice they will blink to alert an ambulance.

Responding to Mr. Neil, Mr. Kistler stated that he liked the concept of using flashing lights to indicate a problem inside the house. He advised that he was previously involved in monitoring residential and commercial alarms on a nationwide basis, using megacenters, so he had some sense of the requirements. Mr. Kistler advised that the wireless pendants for those who have fallen and can't get up, had a connection to a light that flashed. He was unsure whether this was available but

indicated that he could find out. Mr. Kistler pointed out that this would put an additional layer of value on the idea of not just putting a light out to keep the element of crime away, but also to protect the individual on the inside should they have a problem.

Mr. Neil commended Mr. Kistler and Mr. Stafford for the thought that goes into to their initiatives and thanked them for their efforts. Referring to the renewable Smart Signs, Mr. Neil stated that he thought this type of sign could be placed in front of City Hall.

Ms. Arndt noted that Mr. Kistler and Mr. Stafford had expressed the hope of influencing behavior, and she commented that this was probably their heaviest lift. She stated that she liked the solar LED light bulb, which is something that works without having to think about it. Ms. Arndt questioned if they had thought about programmable thermostats for energy efficiency within homes. In response, Mr. Stafford advised that there is a cost factor for programmable thermostats and noted that they were trying to have minimal invasion into people's homes, initially. He indicated that they would be able to look at ways to acquire programmable thermostats to put in individuals' residences later, depending on the funding source.

Mr. Kistler indicated that there is a moment of truth when they are in front of someone and are about to install an LED light bulb. He noted that there is a great deal of information that could be exchanged but they must glean as much as possible, while being succinct, before walking away. Mr. Kistler advised that the community energy centers in Dover have many resources that can benefit someone who has been identified through putting in a light bulb, and he explained the need to know what the script is when walking up to people. He noted that this does not involve just screwing in a light bulb but understanding the disposition of the individual in the house, and there is a lot of detail. Mr. Kistler indicated that there is much to be gained through the experience, but it has to be done quickly.

Mr. Kirby Hudson, Assistant City Manager, indicated that every Monday there are individuals in the City of Dover Customer Service Department who habitually have issues with their bills and are subtly directed to the help desk in the lobby. He noted that it is up to these individuals to decide whether or not they want to take advantage of the programs. Mr. Hudson advised that this was part of changing the overall behavior. Mr. Kistler noted that an energy educator comes to the City's office every Monday.

Mr. Cole asked Mr. Kistler if they were looking for action from the Committee tonight or if their intent was just to provide a presentation. Responding, Mr. Kistler stated that he thought their obligation was to keep members informed and they were unsure if the City was getting information. He stated that he wanted to make sure to tell members about settlement funds, Senate Bill 150, and EEAC. He noted that programs were being put forward and he did not want those programs to be obligated without some buy-in. Mr. Kistler explained that there was a social justice cause to

protect the people in the community who are vulnerable and in the most need, and he indicated that there was an obligation to make sure that this happens.

Mr. Hare asked how it can be determined that those in need are protected and questioned what would happen if he came in and asked for help because he was behind on his electric bill. Responding, Mr. Stafford advised that the energy educator is aware of an array of services and would begin with the basics and discuss how to prevent the person from going into arrears. If they are in arrears, he explained that they would discuss the resources that are available through various social service agencies to assist them in getting out of arrears. Mr. Stafford noted that these individuals would then be put on a budget plan.

Mr. Hare noted that there are people in arrears who make six figures. Responding, Mr. Stafford advised that those in the program must be eligible by income and normally have to meet 200% of poverty to be eligible for the program. Mr. Kistler advised that there are two (2) tiers to the approach, as follows: 1) an assessment within a working environment, such as the customer service center described by Mr. Hudson; and 2) actually going out to look at the property that was assessed at the customer service center. He explained that this combination provides a holistic view.

Mr. Hare stated that he thought it was important to make sure that they were not helping someone who just did not know how to pay their bills. Mr. Kistler commented that there is a financial literacy component for low-income people.

Mr. Stafford noted that their intent was mainly to provide members with information. He noted that when the EEAC finishes their guidance document some time later this year, approximately $4M would be made available for developing programs to assist with energy efficiency needs. He indicated that the Delaware Economic Development Office (DEDO) received $6M to assist with commercial energy needs, and he indicated that members may want to think about that.

Presentation - Municipal WiFi (Rob Nicholson, Delmarva VOIP)

Mr. Todd Stonesifer, 115 North State Street, stated that he owns a real estate firm located at 27 West Loockerman Street. He advised that he had also founded an organization called Destination Downtown Dover, with a vision of energizing, revitalizing, or assisting various groups to revitalize downtown, and that with these three (3) hats, economic development becomes key. Mr. Stonesifer indicated that he would love to see some of the buildings in the downtown area filled, which would help with social aspects and also help his pocketbook, since he would hopefully be able to assist in accomplishing this. He stated that, in the pursuit of out-of-the-box ideas to make Dover even more attractive than it already is, he came across Mr. Rob Nicholson, who would be discussing some of the benefits of a municipal-sponsored WiFi system through the downtown area. Mr. Stonesifer noted that such a WiFi system could distribute information regarding low income residential utility programs, and there would be countless other ideas. He expressed his passion for downtown Dover.

Mr. Rob Nicholson, Director of Business Development, GetSecureNet, stated that he has approximately 15 years of experience in technology in the military and private industry and had also been very involved in economic development in Sussex County and throughout the State. He explained that a lot is heard about smart cities; however, he has a vision for Delaware to become the first smart state, which he thought was doable due to Delaware's unique size and industries. Mr. Nicholson explained that 10 years ago SecureNetMD was started, which focused on healthcare IT. He noted that some of their clients included every healthcare system from Cape Charles in Virginia to Christiana Hospital, wrapping around almost to Baltimore, except for Nanticoke. Mr. Nicholson stated that other clients not in healthcare wanted services and were brought onboard through Delmarva VOIP. He indicated that they were now going through a transformation and were rebranding as GetSecureNet so they could focus on other industries as well, taking some of the successes they had with healthcare. Mr. Nicholson advised that they partner with organizations and empower leadership to make better technology decisions and reviewed a presentation entitled, "MuniWIFI - Create a Connected & Engaged Community."

Mr. Neil stated that he serves as the City's liaison to the Kent County Tourism Board of Directors, and many of the things that Mr. Nicholson was discussing relate to the Board's planning in regard to where to go and what to do in Dover and Kent County. He also noted that Mr. Nicholson was discussing the downtown area, which is only part of Dover. Mr. Neil indicated that he loved the idea of what Mr. Nicholson was suggesting; however, he thought it might work better in certain segments as opposed to a City-wide approach. He commented on the concentration in the downtown area and noted that events held there are promoted actively through Kent County Tourism, and the City provides them funding for that purpose. Mr. Neil indicated that Mr. Nicholson's idea was great; however, he suggested maybe putting smaller pieces in place before doing anything larger. Responding, Mr. Nicholson agreed, stating that he had worked on a project for the Lewes Historical Society digitizing old cemetery plots and digitizing those types of local attractions is important because it allows younger generations to get into history and understand more about the town. He agreed with looking at certain areas and focusing on them because the application may be different for downtown Loockerman Street and the main corridor versus some of the other areas. Mr. Nicholson advised that a phased roll-out is exactly what they would propose as a pilot program to initiate and get some traction. He explained that when someone accesses the downtown Dover website or WiFi splash page they could submit a five-question survey based upon free access. Mr. Nicholson indicated that this data could be collected, and the survey could then be revised and rolled out into a different area. He explained that these types of systems are highly scalable and can focus on specific areas, noting that looking at density and other items in an area may drive decisions, and in this way the system can be phased and rolled out over time. Mr. Nicholson related technology upgrading to vehicles, stating that one should not worry about the car, which is the device, but about the highway where the cars will go to drive. He indicated that he viewed this system as the backdoor and infrastructure to allow a roll-out into other areas.

Mr. Anderson asked if there would be a cost for a needs assessment. Responding, Mr. Nicholson stated that projects are typically rolled out in a couple of ways. He stated that he did not think it should be approached as a feasibility study, which would provide a yes or no. Mr. Nicholson advised that he had done a very high-level budget looking at Loockerman Street and some of the adjacent streets and estimated approximately $150,000 to provide coverage to this area, and possibly to The Green as well to capture some of the festivals. Mr. Nicholson noted that he would look to the City to tighten up some of the budget items, explaining that he would first need to better understand what members' goals are. He advised that the needs assessment would have no cost, and the only cost would be rolling out the pilot program in a highly concentrated area throughout Loockerman Street, which would be a good first step.

Mr. Anderson asked Mr. Nicholson to elaborate on the possible revenue streams mentioned in the presentation. In response, Mr. Nicholson stated that there are many opportunities for revenue streams, depending on the approach. He advised that they had seen scenarios such as bringing in a corporate sponsor for the entire WiFi. Mr. Nicholson explained that if 40,000 people connect to a splash page during the 4th of July celebration, this page could have sponsors that want to have their logo there. He also suggested partnering with Delaware Technical and Community College, other schools, or local businesses and charging them to be featured sponsors on a splash page during an event. Mr. Nicholson indicated that there is also indirect revenue through cost savings for efficiencies gained from an operational standpoint for offering public services for some of the City employees accessing the network.

Mr. Nicholson reiterated that there are a lot of options that would have to be better understood. He noted that he recommends to all of his clients offering free WiFi from day 1 and starting to collect information and get feedback. He stated that the emails would be collected and people would become engaged, and then monetizing the data or the splash page could begin.

Mr. Slavin explained that he had traveled to Auckland, New Zealand a year-and-a-half ago when his daughter was studying there. He noted that data plans for phones are universally expensive in New Zealand, particularly in Auckland, which drives the need for WiFi, and the entire University of Auckland, over many city blocks, had one (1) WiFi network for all students. Mr. Slavin advised that probably eight (8) out of 10 times people decided where to go out to eat or have a cup of coffee based on whether there was free WiFi, which draws people in to live, spend money, and eat. He indicated that this also pushes safety up into some of the better places in town. Mr. Slavin stated that he found it amazing to watch what this smart city had done, noting that it was kind of a new utility that was being rolled out.

Mr. Slavin stated his assumption that the model that Mr. Nicholson had explained was an iterative model that is scalable. He stated his understanding that they begin with one (1) section and, based on their successes there, they report this to other places or replicate it, and Mr. Nicholson stated that this was correct.

Mr. Slavin asked if the $150,000 mentioned was a one-time or annual cost. Responding, Mr. Nicholson explained that this would be a one-time cost for construction and set-up, and he noted that they would partner with Mr. Harry Maloney, Electric Director, to get access to poles and tap into power.

In response to Mr. Slavin regarding the annual operating costs, Mr. Nicholson indicated that this is a key component that may be very low, depending on what access there is to fiber or internet, which would be part of the needs assessment. He estimated $1,200 to $1,500 on average; however, he advised that if the City already owned or was paying for access to high-speed internet, there was no reason that the downtown area could not be lit up off that. Mr. Nicholson indicated that he had talked to the Dover Public Library about possibly extending, because they have fiber coming in from the State, and he noted the possibility of being creative with some of those ideas. He explained that there are wires with wireless; however, using a point-to-point approach, a signal from the Social Security Office or City Hall could be redistributed throughout the entire downtown area if the elevation was high enough.

Mr. Slavin stated that he understood the concept of the 40,000 people watching fireworks who would want free WiFi; however, he assumed that small businesses downtown would want to stop paying for WiFi and get it for free. He stated that this would not be a bad thing and would be a friendly business incentive; however, it would lead to a question about risk and reliability. Mr. Slavin advised that reliability would have to be 100%, 365 days a year, 24 hours a day, and if people could not rely on it, they would not use it. He asked about the risks associated with turning on a network like this and who would become dependent upon it. In response, Mr. Nicholson stated that the City has Verizon fiber and he would not recommend going off that because wireless signal does not propagate through brick walls very well; therefore, a lot of small businesses would not be able to connect reliably. He indicated that it would be preferred, from an operational standpoint, that small businesses stay with Verizon. Mr. Nicholson explained that, from a security standpoint, everything is being passed through to a primary network for control and management, and security elements could be put in place. He noted that there are ways to segregate and compartmentalize certain data streams to pass that traffic back. Mr. Nicholson advised that if there was a City-wide network for all employees, they could connect via their cell phones and mobile devices. He indicated that there could be a specifically free public WiFi, and the speeds and reliability could be throttled and controlled. Mr. Nicholson stated that if 40,000 people flood in for a 4th of July weekend, data limits could be placed on how fast they can pull, but public workers could be given higher priority. He noted that there are ways to compartmentalize and manage as long as data is passed through a primary network.

Mr. Slavin stated that he thought Mr. Nicholson's proposal was a great idea and he supported it; however, he explained that he was not convinced that it is a business that a municipal government has to own and operate. He noted that there is a quasi-government development authority that is focused on the downtown area and

he suggested talking to the Downtown Dover Partnership or perhaps Mr. Stonesifer's group. Mr. Slavin advised that the City may be able to help facilitate this, whether financially or by using brands or other things. He stated that he was unsure that the City government would want to take on the burden of operating a new utility when it was struggling with decisions about how to operate a utility. Responding, Mr. Nicholson stated that he agreed and explained that there are different recipes in different municipalities in terms of who funds, builds, maintains, and runs a network, and who responds to phone calls. He recommended that the City not manage but support it, and that the City partner with a private company to come in. Mr. Nicholson explained that once this asset exists, a revenue source could be created by inviting outsiders in to roll internet service over top of the network. He noted that this would open up price competition, and would be a win-win for the consumer because having more players on the block would to drive prices down and/or drive features up. Mr. Nicholson reiterated that he would not recommend that the City get into the business of municipality ISP services.

Mr. Slavin noted that he was told 10 years ago by someone that he trusts that it is necessary to experience some pain in order to revitalize a downtown area, such as ripping up streets, laying in new infrastructure underneath, and sizing the infrastructure for where you want to be in 20 or 30 years, not where you are today. He explained that if the City is trying to grow the 24-hour population living downtown, it is necessary to make sure there is enough capacity for them to turn the showers on and flush the toilets when there are 3,000 more people living there than today. Mr. Slavin stated that it sounded like this was one (1) of those moments when the City could be laying in some of the infrastructure that is not as destructive to put in place.

In response to Mr. Slavin, Mr. Nicholson advised that five (5) towns, including Georgetown, were selected nationwide to participate in the federally-funded Cool & Connected Program, and Mr. Nicholson was involved in this. He explained that they have a concept of "dig once," which involves digging, laying, and building over capacity so that there is no need to turn brick or put a shovel in the ground again. Mr. Nicholson indicated that conduit is put in throughout, so complete scalability and over-capacity is built. He stated that there are a lot of programs that could fund some or all of it and there are creative ways to raise funding. He stated that there are E-Rates, the Cool & Connected Program, which would come in and help to plan out some of these items, and many federal and State resources that would help to make better decisions and navigate the new digital economy.

Mr. Hutchison stated that, when looking at the future of the City, there is a large population that is basically untouched, including Dover Air Force Base, Wesley College, Delaware State University, Delaware Technical and Community College, and Wilmington University. He indicated that the kind of visions and dreams being discussed would bring these types of people downtown. He stated that, in looking to capture the future, the population that the City had not reached out to was right in

its hands, and he thought that the City needed to create ideas and ways to bring them in and get them jobs.

Mr. Cole asked if action was looked for from this presentation. In response, Mr. Nicholson stated that they were looking for buy-in. He advised that he would love to meet with others who are holding the torch of getting Dover to the next level, to take inventory of the assets and initiatives that they can bring to the table. Mr. Nicholson advised that this was key for Georgetown, where they had someone from the Georgetown Historical Society that was also the director of emergency operations, as well as someone from the University of Delaware, Delaware Technical and Community College, and the Delaware Economic Development Office (DEDO). He indicated that he would like to get everyone in the same room, give the presentation again, and have everyone collectively rally around and pull from the same direction, which would be essential. Mr. Nicholson noted that in Georgetown there was a lot of overlap in what people were doing, and that aligning this and getting all the arrows going in the right direction would be crucial to Dover leveling up.

Mr. Hutchison moved to recommend that Mr. Nicholson have a follow-up meeting with the Acting City Manager to identify the individuals who need to be at the table and to see where to go from here. The motion was seconded by Mr. Slavin.

Mr. Nicholson stated that he could invite some of the partners they had worked with in relation to Georgetown, Laurel, and the University of Delaware to get all their heads together.

Mayor Christiansen stated that he would like the motion to reflect that he would assist the Acting City Manager in the efforts to facilitate the City moving forward.

The Committee recommended that Mr. Nicholson have a follow-up meeting with the Acting City Manager to identify those who need to be at the table and to see where to go from here, and that Mayor Christiansen assist the Acting City Manager in the efforts to facilitate the City moving forward.

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

Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System - Fiscal Year 2016

Mrs. Donna Mitchell, Acting City Manager, stated that the Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System is required based on the City's bond covenants, which require an annual physical and financial assessment of the electric utility. She explained that an engineer came to Dover to perform the physical assessment and the City's financials from the audit from FY16 were also reviewed. Mrs. Mitchell reviewed the Conclusions of the report as stated in Section 1.4 of the Executive Summary.

Staff recommended acceptance of the report.

Referring to page 4-5, Revenue Margins and Unaccounted for Energy, Mr. Blakeman noted that the margins for 2014 were $20.9M, for 2015 were $28.6M, and for 2016 were $36.4M, and he questioned the reason for the big increase in 2016. Responding, Mrs. Mitchell stated that this was due to the negative congestion that the City had which was generating more revenue, and the power supply cost had also dropped. She advised that the fuel cost was down in the current market, so there was a difference between what was budgeted and where the City ended up. Mrs. Mitchell stated that the City had a really good year.

The Committee recommended acceptance of the report, as recommended by staff.

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

By consent agenda, Mr. Neil moved for acceptance of the Utility Committee Report, seconded by Mr. Lewis and carried by a unanimous roll call vote.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee meeting was held with Chairman Hare presiding.

Seed Funding Request from Big River Film Co., LLC for a Short Film to Celebrate the 300th Year of Dover

Mr. Nathan Cronk, Owner and Director, Big River Film Co., stated that he was scheduled to pitch the film project to the Economic Development Committee; however, there had not been enough members present to take a vote. He explained that Big River is a video production company that has been doing work in Dover for almost two (2) years, with offices at 117 Reed Street. Mr. Cronk advised that they were showing a video to people who are interested in helping them fund the project. He noted that they had put together several pieces for the downtown Dover area that had been on social media, including Facebook and YouTube. He noted that their first video alone had over 110,000 views in just the downtown Dover area.

Mr. Cronk and Mr. Harvath, Lead Producer and Director of Photography, Big River Film Co., presented a video introducing the Short Film Project to Celebrate the 300th Year of Dover *(as on file in the Office of the City Clerk)*.

Mr. Cronk advised that their goal tonight was to ask for $8,000 in seed funding to begin production on a five (5) to seven (7) minute film that would show Dover in a fresh and new way, bring new energy to the area, and highlight its rich history. He indicated that it would be pushed out online through Facebook and Youtube to get it in front of as many people as possible to continue a discussion about how great Dover is. Mr. Cronk explained that in 100 or 200 years, when celebrating the 400th

or 500th anniversary of Dover, people will be able to look back and see the film as a time capsule of what it was like to be in Dover in its 300th year.

Members were provided a handout entitled, "Big River Film Co. - Dover, Delaware Short Film Production." Referring to page 3 - Production Costs, Mr. Cronk explained that they were seeking $8,000 in seed funding tonight, and an additional $12,000 would be funded by private organizations who are interested in the project. Mr. Cronk advised that there would be some sort of branded credit at the end, as well as a few other perks. He indicated that it was critical for funding for the project to start soon and for it to be fully funded. Mr. Cronk stated the need to produce a film to be pushed out before the 300th year is over and to get cameras on the ground and rolling.

Mr. Cole asked if the City would own or have unlimited access to the video for marketing purposes or for any goodwill moving forward. Responding, Mr. Cronk advised that the City absolutely would have unlimited access, noting that they would be happy to make it available to anybody who would like to use it. He stated that the goal was to get as many eyes on it as possible. Mr. Cronk indicated that they were partnering with Destination Downtown Dover, the Downtown Dover Partnership (DDP), and Something LLC, which is an organization that is helping put together many things that are happening for the 300th year. He noted that the DDP's Facebook page is the platform that had been used to push out their first three (3) videos and would also be the platform for the fourth. Mr. Cronk indicated that they already have great viewership on Facebook, and it made sense to push the film out on the same platform.

Mr. Anderson asked what the goals were and where they were on their time frames. Responding, Mr. Cronk explained that they had been in the process of trying to get seed funding for several months and the goal was to have the video fully produced by the end of the year. He stated that they were anticipating pushing it out at the end of the year at the New Year's Eve celebration of the 300th year. Mr. Cronk noted that if they were not seed funded on the project by the end of next month, they would not be able to do it because of the time required, and would pull the plug on the project.

Mr. Neil asked if they had $12,000 in the bank for the project. In response, Mr. Cronk advised that they had no money in the bank and, if funded during the meeting, this would be their first actual money in the bank to do the project. He stated that several other organizations had told them they were interested in funding the project, and those contributions would provide them with $16,000. Mr. Cronk explained that the $16,000 included the $8,000 they were requesting from the City.

Mr. Neil asked what dollar amount would actually get them started working on the project. Responding, Mr. Cronk stated that $8,000 was needed and they could start rolling tomorrow with that amount.

Mr. Neil asked what would happen when the reel runs out and the other money is not there. In response, Mr. Cronk explained that they could produce a video project that would probably be on the scale of the first three (3) videos they produced in Dover with $8,000. He stated that if they were seed funded during this evening's meeting and unable to obtain any more funding above and beyond this, they would scale back the whole project. Mr. Cronk indicated that he could not tell members exactly what the scaled-back project would look like, noting that they were aiming for full funding.

Mr. Lewis noted that Mr. Cronk had indicated that this would be a documentary and asked if it would be a national documentary. He questioned where else it would be shown, other than Facebook and YouTube. Responding, Mr. Cronk advised that Facebook and YouTube would be the main places where they would plan to play it. He noted that they have a vision of doing a premiere of the film at the Schwartz Center and inviting the community to be there. Mr. Cronk explained that they want the film to be something for the community to be proud of, something produced in Dover about Dover.

Mr. Lewis stated that he had concerns regarding the funding, noting that he had emailed Mrs. Donna Mitchell, Acting City Manager, about this earlier in the day, and he asked Mrs. Mitchell to read her email response for the record. Responding, Mrs. Mitchell stated that a separate bank account had been started for fundraising; however, from listening to the presentation this evening, she was unsure if this project was on the same track as the rest of the fundraising or if this would be General Fund monies. She indicated that she would have to comb through the budget to see where $8,000 could be found if it were to come from the General Fund.

Mrs. Mitchell advised members that a separate bank account had been set up for the Mayor's purpose of fundraising for the 300th anniversary. She noted that there was up-front money in some cases, such as a play at the Schwartz Center that had already been paid for and was being reimbursed as ticket sales come in. Mrs. Mitchell indicated that this was a loan from the General Fund, not a budgetary item, the loan was being paid back to the General Fund, and the Mayor was aware of that arrangement. Mrs. Mitchell reiterated that she was unsure if the film project was part of that arrangement or if it would be straight General Fund monies. She advised that it sounded like straight General Fund monies; therefore, she would have to comb through the budget to find the funding. Mrs. Mitchell stated that Council had transferred Economic Development money to the City Manager's budget to address the elimination of the Economic Development Office and there was a little money left there.

Responding to Mr. Lewis, Mrs. Mitchell advised that she did not think this was money that would be reimbursed. Mr. Lewis commented that this was a separate issue from what Mrs. Mitchell had emailed him.

Mr. Slavin stated that when the Economic Development Office was reconfigured, money was sent to the Mayor's budget for discretionary use for economic development and various initiatives, and he estimated that it was about $60,000. Responding, Mrs. Mitchell stated she thought that those funds were put in the City Manager's budget to cover the personnel expenses, etc., after the Economic Development Office employees left their tenure with the City. She indicated that she thought it was in the City Manager's budget, rather than the Mayor's budget, and these were the funds she had referred to. Mrs. Mitchell offered to double check where those funds were. Mr. Slavin asked that this be checked because the project seemed to be an economic development activity that the Mayor could support out of that money. Mr. Slavin noted that he was not speaking on behalf of Council.

Mayor Christiansen asked Council to consider that this celebration was moving forth basically with no cost to the City and it would be pay-as-you-go, because he did not feel it appropriate to ask for City money. He stated that the film project was particularly geared for downtown and economic development for the City. Mayor Christiansen indicated that if these funds were available, and it pleased Council to seed this money and have others assist with this, he thought an $8,000 investment was appropriate.

Mrs. Mitchell advised that there was enough money for this.

Mr. Slavin stated that the $8,000 could be granted as a challenge grant, with the City's money being given first and last. He indicated that the City could provide $4,000 at the outset and top off with the last $4,000 after Mr. Cronk had raised all of their funds. He asked if this kind of scenario would be helpful. In response, Mr. Cronk stated that it would be helpful, noting that another funder had told them they would give $4,000 if they could find a matching $4,000. Mr. Slavin noted that raising money is all about leveraging.

Mr. Cronk advised that if the City were to fund $4,000 now, they could go to their matching funder and get another $4,000, which would be the seed funding to start the project. He agreed that they could then come back to the City for $4,000 at the end.

Mr. Lewis advised that he could not support this proposal.

Mr. Slavin explained that this is typically how fundraising is done, and this approach would prevent $20,000 from being spent from any one (1) source and attract community support and resources.

Mr. Lewis advised that this was Mr. Slavin's prerogative. He questioned why people who are starving out on the street are not helped if the City is going to be giving away money like this.

Mr. Anderson stated that this seemed like an economic development initiative and noted that economic development monies are split between the funds because these

activities benefit all funds. He was unsure if this would need to be a General Fund item and indicated that he would like Mrs. Mitchell's staff to look at this. Mr. Anderson expressed support for the item, noting that the 300th anniversary comes only once and is a special one that should be documented. He advised that the price tag seemed reasonable. Mr. Anderson stated concerns with the proposal for $4,000 and the additional $4,000 as the last portion of the funding. He stated that if they attained $12,000 or $14,000, they might not get the last $4,000, which concerned him. Mr. Anderson advised that he would not mind starting with $4,000 but was unsure that the City's other contribution needed to be the last $4,000 and suggested that it would be worth it to just grant the $8,000 and be done with it. Mr. Anderson stated that if Big River Film Co. raised $12,000, the City could give them the other $4,000. He indicated that he did not necessarily want to wait to until $20,000 was attained and be dealing with licensing and maybe wondering if the post-production would be cut.

Mr. Neil noted, in regard to the 300th anniversary, that another organization was attempting to raise money. He asked, if the film or any of the events produce money, whether it would be used to offset the $8,000. Responding, Mayor Christiansen stated that at least half of the money could come back to the City. He explained that they were trying to recoup monies and not use City monies for any of the 300th anniversary celebration items, noting that fireworks and things like that would basically be self-sustaining.

Mr. Neil stated his understanding that there was a chance that the City would be getting some of the money back and it would not come out of this particular fund if the City is fortunate, which was confirmed by Mayor Christiansen. He explained that the scale of economy and the City's budget do not dictate that the taxpayers' money should be spent on frivolous items, and that is why they had tried to set this event up so that it would be self-sustaining while celebrating Dover's history.

Mr. Neil moved to recommend providing initial seed money to Big River Film Co. for a short film to celebrate the 300th year of Dover in the amount of $4,000, not to exceed $8,000. The motion was seconded by Mr. Shevock.

Responding to Mr. Hare, Mr. Neil confirmed that the motion was to recommend giving $4,000 and that if Big River Film Co. comes back and states that they have received another $4,000, the City will provide an additional $4,000.

Mr. Anderson proposed an amendment that if the City of Dover provides the seed money, it would be put in writing that the City has the right to promote, market, and share the film with its partners.

In response to Mr. Anderson, Mr. Cronk indicated that they would be happy to sit down and talk with anybody to get those things ironed out, stating that he thought papers should be drawn up.

Mr. Neil and Mr. Shevock stated that they accepted Mr. Anderson's amendment to the motion.

Mayor Christiansen asked that the City's right to promote, market, and share the film with its partners be subject to the approval of the Acting City Manager and Controller/Treasurer, and Mr. Hare stated that this would be fine.

Mr. Slavin noted that a positive vote during this Committee meeting would only forward the Committee's recommendation to Council for a final vote.

The Committee recommended providing $4,000 initial seed money to Big River Film Co. for a short film to celebrate the 300th year of Dover, that if Big River Film Company comes back and states that they have received another $4,000, the City will provide an additional $4,000, and that if the City of Dover provides the seed money, it will be put in writing that the City of Dover has the right to promote, market, and share the film with its partners.

During the Council meeting, Mr. Lewis advised that he had requested this item to be pulled from the Consent Agenda because he thought it unfair that there was not a full Council and also that Mr. Polce, as a new Council member, should be brought up to speed on this issue.

Mr. Lewis moved to defer this item to the next Council meeting when there is a full Council, seconded by Mr. Sudler.

Mr. Hare advised that he would not be present at the next Council meeting.

Mayor Christiansen stated, as a point of order, that Mrs. Traci McDowell, City Clerk, had pointed out that there would not be a full Council until the meeting held after the Special Municipal Election.

Mr. Lewis asked if there were time constraints on this issue or if it could wait until Mr. Hare returns. Responding, Mr. Hare stated that Big River Film Co. had indicated that they needed it to move forward fairly quickly. He advised that there had been only one (1) dissenting vote at the Committee meeting. Mr. Hare expressed his belief that the matter should be voted on during this evening's meeting and those who did not care about promoting the City of Dover could vote it down.

Mrs. Donna Mitchell, Acting City Manager, stated that there was some urgency because the Big River Film Co. had indicated that if the City did not move this matter forward, they would not have enough time to get the film completed for the 300th anniversary celebration.

Mr. Lewis expressed his understanding that the two (2) gentlemen from the film company were going to obtain additional funding from other funding sources because it would take $20,000 to complete the project.

Mrs. Mitchell explained that Big River Film Co. wanted $8,000. She stated that a motion was made to recommend fronting them $4,000, and they would then get matching seed money and return to the City for a second $4,000. Mrs. Mitchell advised that the City would help with the first $4,000

so that Big River Film Co. could show that they had made a valiant effort to get funding, which would help them obtain other funding.

Mr. Lewis indicated that he had no objection to hearing this matter during this evening's meeting if there was an urgency and asked if there was an urgency. In response, Mrs. Mitchell stated that she believed there was an urgency.

Mr. Lewis withdrew his motion to defer this matter, and Mr. Sudler withdrew his second to the motion.

Mr. Slavin moved for approval of the Committee's recommendation to provide $4,000 initial seed money to Big River Film Co. for a short film to celebrate the 300th year of Dover, that if Big River Film Company comes back and states that they have received another $4,000, the City will provide an additional $4,000, and that if the City of Dover provides the seed money, it will be put in writing that the City of Dover has the right to promote, market, and share the film with its partners. The motion was seconded by Mr. Cole.

Mr. Sudler stated that he had no reservations or conflicts with preserving history and was all for this; however, he felt the timing was off. He indicated that there were more pressing matters, such as homelessness, noting that the Mayor's Blue Ribbon Panel on Homelessness was doing a great job addressing some of the concerns. Mr. Sudler advised that he did not feel comfortable putting forth $8,000 when something could be put forth to help the homeless, stating that $10,000, $5,000, or even $2,500 could be put aside to assist with some of the food costs for helping to feed the homeless. He stated that it was disingenuous to spend $8,000, knowing that there are homeless constituents who come to almost every Council meeting asking for assistance. Mr. Sudler indicated that something needed to be done before spending money on a film.

Mr. Lewis stated that he concurred with Mr. Sudler and noted that he had voted against this recommendation at the Committee meeting. He expressed his belief that there were more important priorities in the City for which this money could be utilized. Mr. Lewis noted that there were people starving on the street and the Fire Department needed a new hose because theirs was about to break. He stated the need to prioritize where money would be used and could not support the measure. Mr. Lewis noted that he had no objection to preserving history and was in favor of this; however, he suggested that the City could have reached out to local universities that have communications departments, including Wesley College, Delaware State University, or the University of Delaware. He noted that students who are majoring in communications could have done a film on Dover and this would have helped them.

Mr. Neil advised that there are times when, in order to get the money to help the homeless, you have to promote your city to bring in business, stating the need to let the light shine rather than bury it. He stated that this film would last forever and would be used by Kent County Tourism on their website and in their promotion of the City to draw people in. Mr. Neil noted that many of the homeless are not from Dover and are staying outside the City in a church. He stated that if the City was to help them, members should think about bringing in more business and promoting what the City does. Mr. Neil indicated that the $4,000 would be seed money and the $8,000 amount would only come into play when a match is there.

Mr. Neil noted that the money would come from the community, which is the same community that supports the homeless through a number of different programs, such as the Interfaith Mission for Housing and Code Purple. He stated that if the money goes to the homeless, it will be gone; however, if it is invested in what is being done to attract people to Dover, the City will be helping the homeless, or helping to purchase fire hoses, in the long run instead of the short run. He stated that the film would be part of the 300th anniversary program that he will support, noting that he had already indicated his willingness to help with his discretionary funds.

Mr. Anderson stated that all of his colleagues had made valid points. He indicated that he was glad to hear the point being raised about those in need in the community, which had to start taking a higher priority. Mr. Anderson expressed his hope that certain initiatives that members would be bringing forth over the new year would receive the support of this Council. He stated that he also agreed with Mr. Neil and noted the need for the City to promote itself. Mr. Anderson advised that tourism is a major factor in economic growth; however, growth was also about the City being able to promote itself to other economic factors, such as big and small businesses. He explained that this was one (1) of the reasons that he had included in the motion that the City would reserve the right to keep a copy of the film and have the rights to use it to promote and market the City. Mr. Anderson stated that the City would not just be giving money away for the film but would be utilizing a public/private partnership, paying only 40% of the money and receiving 100% of the results. He advised that this is a proven formula that had been test marketed already, and in a small, private test marketing, there were 100,000 hits, bringing recognition to the City of Dover. Mr. Anderson stated that this effort was not being put together as a scheme, and he explained that the individuals involved were people who were known in the community, who had done a good job in the past and wanted to do a true work worthy of Dover's tricentennial. He indicated that he thought this was a once in a lifetime, or at least once in a career, opportunity that should not be missed.

Mr. Anderson noted that the second factor is preserving the City's history, explaining that it is not a small matter. He indicated that in 50 years what was done with $8,000 of a $130M budget will not be remembered, but the art will be remembered, and this should be taken into account.

Mr. Anderson advised that a third factor is timing, noting that doing this right would take time. He explained that he had looked at the costs of utilizing university assets, such as Delaware State University, and found that the Big River Film Co. was spending a good deal to make the film, was not making money off it, and was certainly not paying themselves for their time with the amount being charged. Mr. Anderson advised that they were investing in a labor of love for the City and raising money to market it, and all they wanted from the City was some seed money and an endorsement. He noted that the endorsement would mean a lot because once people in the business community and others see that the City favors the project, it will make obtaining additional money easier. Mr. Anderson advised that people do not want to help you if you are not willing to help yourself.

Mr. Slavin stated that he supported funding the film. He noted that being a Council member is not easy and requires balancing a lot of interests that may compete with one another. Mr. Slavin explained that Council has many priorities, including police, fire, flowers, Christmas lights, soccer leagues, the electric utility, trash collection, and dozens of other activities that must be balanced and

services that must be performed. He stated that members cannot put a single thread in front of them and say until this problem is solved, they will not move on to the next one, or Dover will quickly become a City that gets absolutely nothing done.

Mr. Slavin agreed with Mr. Lewis about the need to prioritize what is spent and noted that this is done in the budget. He stated that the budget that was passed had money tucked away for economic development for purposes of promoting the City. Mr. Slavin noted that this money would now be taken from there and leveraged so that the return would be much greater than the initial investment. He indicated that he would support the film because the City had to promote itself and noted that economic development was not just sitting in an office waiting for the phone to ring or jobs to come. In addition, Mr. Slavin stated that he would take every chance he gets to support the arts and cultural activities in the City because it improves the quality of life, and constituents want the quality of life to remain very high in the City.

Mr. Sudler noted that his mother had always told him that avoiding an immediate problem creates a bigger one. He stated that the homeless epidemic would likely not only impede economic growth but affect the crime rate, which had increased. Mr. Sudler questioned what would happen when businesses come to downtown Dover with a false sense of what the City is selling them, and they see how the homeless epidemic impedes their potential profit and growth. He asked how it would be explained when the homeless are urinating near their businesses and the downtown smells like urine. Mr. Sudler stated that he respectfully disagreed with his colleagues and that the City keeps kicking the can down the street. He indicated that Mayor Christiansen had done a great job with the Mayor's Blue Ribbon Panel on Homelessness, and he was ready to assist them in any way he could.

Mr. Lewis stated his respect for Mr. Neil and Mr. Anderson and for their comments regarding marketing; however, he noted there were no guarantees that the film would promote the City and attract people. He stated that, when this matter was considered by the Council Committee of the Whole, he had asked the gentlemen from Big River Film Co. how they intended to promote the City and if this would be national, and they indicated that the film would be on YouTube and Facebook, and there would be no premieres in movie theaters or at the theater in the Dover Mall. Mr. Lewis noted that the City's priorities were budgeted; however, he thought there was a need to take care of other things, such as homelessness and the Fire Department, which needed a new hose. Mr. Lewis advised that the money could be used for other things rather than giving it to this company to create a short film. He asked if this matter was brought before the 300th anniversary committee, noting that this committee had not come to Council stating that they wanted to do a short film.

In response to Mr. Lewis, Mayor Christiansen explained that the company's original request was scheduled for consideration by the Economic Development Committee. *(City Clerk's Office Note: The Seed Funding Request from Big River Film Co., LLC for a Short Film to Celebrate the 300th Year of Dover was scheduled for consideration by the Economic Development Committee on April 12, 2017; however, due to the lack of a quorum of members, this meeting was not held.)*

Mr. Lewis asked if there was a 300th anniversary committee and if the film company had brought this request to them. In response, Mayor Christiansen advised that there is a group working on behalf of the City's 300th anniversary; however, he was unable to answer if the film company had gone to them. Mr. Lewis stated that there were a lot of unanswered questions and he could not

support this because there were no guarantees, and he thought that leftover economic development funds could be used for more dire needs.

Mr. Hare noted that Delaware State University had been mentioned and stated that the City had used Delaware State University before for projects that had cost more than $4,000 and gotten very little return. He stated that there is more to economic development in Dover than just downtown Dover and Loockerman Street, and that if the City had to count on downtown Dover for the City's economic development it would be in sad shape. Mr. Hare commented that, having been in Dover since 1971, downtown Dover had primarily maintained what it was. Regarding guarantees, he stated that he had heard much about the need to do things for the homeless but had not seen a proposal. He asked Mr. Lewis to put a proposal in writing and a recommendation about where to get the money, stating that he had only heard that there was no need to spend funds that should be spent for the homeless. Mr. Hare indicated that if it was guaranteed that $4,000 would help the homeless or end homelessness, this would be okay; however, $4,000 would not solve the homeless problem. Mr. Hare stated that he supported the Committee's recommendation and that Mr. Anderson had brought up a lot of good points. He noted that the money was put there for economic development and was a small amount of money when looking at a $130M budget. Mr. Hare stated that there would not be a film premiere; however, he noted that the City would have a tape, and if members wanted to have a reception and show it at the Schwartz Center, it would be up to them. He indicated that the film was being made for the City and, at the price, was a bargain. Mr. Hare advised that he favored helping the homeless; however, in the past week he had some experiences with this, noting that when he had tried to help, they had not returned calls. He indicated that he had encountered many homeless at Dover Downs that were not well off. Mr. Hare reiterated that a plan was needed since any funds that members consider allocating are funds that could be spent for the homeless. He cautioned members that more homeless people may be attracted from out of State. Mr. Hare advised that he supported the film and thought it was a good thing for the City of Dover.

Mr. Lewis stated that the Mayor's Blue Ribbon Panel on Homelessness had a plan that they would present to the City within a short time frame. He asked if members would rather give this $8,000 or $4,000 to the film instead of feeding the hungry. Mr. Lewis indicated that homelessness was just one (1) situation and there were other needs in the City, such as a new hose for the Fire Department. He stated that if members would rather take the money to give to a film company for a short film which was not guaranteed to attract people to the City of Dover, so be it; however, he would rather take the money and help those in need.

The motion for approval of the Committee's recommendation to provide $4,000 initial seed money to Big River Film Co. for a short film to celebrate the 300th year of Dover, that if Big River Film Company comes back and states that they have received another $4,000, the City will provide an additional $4,000, and that if the City of Dover provides the seed money, it will be put in writing that the City of Dover has the right to promote, market, and share the film with its partners carried by a roll call vote of six (6) yes (Mr. Anderson, Mr. Neil, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Slavin) and two (2) no (Mr. Sudler and Mr. Lewis).

Evaluation of Proposals - Fiscal Year 2017-2021 Audit Services

Mrs. Donna Mitchell, Acting City Manager, informed members that the City of Dover Finance Department solicited proposals to professional accounting firms

for the annual audit services on February 14, 2017. She indicated that, on March 24, 2017 the City received six (6) proposals in response to the Request for Proposals (RFP) and all proposals contained the mandatory elements. Mrs. Mitchell advised that CliftonLarsenAllen LLP has 100 U.S. locations with approximately 5,000 staff, which would provide the City with one (1) of the country's largest and most knowledgeable pools of public sector resources. She noted that they serve over 2,000 governmental clients nationwide. Mrs. Mitchell stated that the proposal submitted by SB & Company included a preference for Minority Business Ownership, as certified by the State of Delaware, and the proposal for Zelenkofske Axelrod LLC included a local vendor preference, and each of these preferences provides for a 3% allowance on the proposed prices.

Staff recommended approval of CliftonLarsenAllen LLP for the audit services contract not to exceed the fixed prices provided in the proposal dated March 24, 2017.

The Committee recommended approval of CliftonLarsenAllen LLP for the audit services contract not to exceed the fixed prices provided in the proposal dated March 24, 2017, as recommended by staff.

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

Downtown Dover Business Improvement District (BID) Budget and Assessment (Tax) Rates for Fiscal Year 2017-2018

Mrs. Donna Mitchell, Acting City Manager, reviewed the Business District Improvement (BID) Assessment (Tax) Rates for Fiscal Year 2017-2018. She stated that the City of Dover is required by Code to bring forth the BID tax ordinance each year at this time. Mrs. Mitchell advised that the recommendation was to keep the bid tax rate at zero (0), as it was last year, so there would be no BID tax.

Staff recommended approval of the proposed budget and assessment (tax) rates for Fiscal Year 2017-18, as presented.

The Committee recommended approval of the proposed budget and assessment (tax) rates for Fiscal Year 2017-18, as presented.

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

Mr. Sudler moved for acceptance of the Legislative, Finance, and Administration Committee Report, seconded by Mr. Neil and unanimously carried.

Mr. Sudler moved for acceptance of the Council Committee of the Whole Report, seconded by Mr. Neil and unanimously carried.

MONTHLY REPORTS - MARCH 2017

By motion of Mr. Neil, seconded by Mr. Lewis, 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
Police Chief's Report

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

Members were provided the Quarterly Report for the Capital Investment Plan (CIP) as of March 31, 2017.

By consent agenda, Mr. Neil moved for acceptance of the Quarterly Report for the Capital Investment Plan (CIP) as of March 31, 2017. The motion was seconded by Mr. Lewis and carried by a unanimous roll call vote.

2017/18 CITY COUNCIL ANNUAL APPOINTMENTS - APPOINTED STAFF MEMBERS

Members of Council considered Staff Appointments for 2017/18, as follows:

City Assessor	-	Cheryl A. Bundek
Acting Building Inspector	-	David S. Hugg III
City Clerk	-	Traci A. McDowell
Assistant City Clerk	-	Denise L. Devine
Controller/Treasurer	-	Donna S. Mitchell
Assistant Controller/Treasurer	-	Lori Peddicord
Assistant Treasurers	-	Denise L. Devine
	-	Traci A. McDowell
Fire Marshal	-	Jason A. Osika
City Solicitor	-	Nicholas H. Rodriguez
Deputy City Solicitor	-	William W. Pepper, Sr.

Mr. Sudler moved to defer Staff Annual Appointments until there is a full Council but no later than the first Council meeting in July. The motion was seconded by Mr. Lewis.

Mr. Anderson moved to amend the motion to state that the current staff members will continue to serve in their capacities until these items are voted on. The amendment was seconded by Mr. Neil, and unanimously carried.

In response to Mr. Slavin regarding the reasoning for delaying the appointments for two (2) months, Mr. Sudler stated that this was related to a full Council.

Mr. Slavin stated that, per the City's Charter, there is a full Council when there is a vacancy. He noted that many votes had been taken since Mr. Hosfelt departed and also when Mr. Sudler or other members were not present. Mr. Slavin stated his opinion that things are not deferred when people are not available, otherwise Council would be in a position of not getting much done.

Mr. Sudler advised that this was not about people not being here, but about giving the new Councilperson the opportunity to participate in the process.

Mr. Hare noted that in the past some new Council members had abstained from voting because they did not know the people being appointed, and he questioned what would happen if the new member feels the same way. Responding, Mr. Sudler advised that it would be fine if they did, but he wanted them to have the opportunity to abstain or research this issue.

Mr. Slavin indicated that he understood what Mr. Sudler was saying but could not support it and would vote no on the motion. He stated that, as a Council, it is the business of the City to appoint the people who will be Council's Staff. Mr. Slavin explained that Council is asked to make these appointments at the Annual Meeting, not to wait until someone's term begins after the Annual Meeting. He noted that there was currently a unique set of circumstances; however, he indicated that the term for the new Council member would not begin until well after the Annual Meeting.

Mr. Hare stated that members knew this was coming up and probably should have addressed any issues before this meeting. He indicated that it is assumed when coming to a meeting that members have already vetted everything and researched it.

Mayor Christiansen requested the City Clerk to read the motion so all members would be familiar with what they were voting on. Responding, Mrs. Traci McDowell, City Clerk, stated that the motion was to defer the immediate appointment of Staff members until there is a full Council but no later than the first meeting in July, and that current members continue to serve in their capacities until these items are voted on.

The motion to defer the immediate appointment of Staff members until there is a full Council but no later than the first meeting in July, and that current members continue to serve in their capacities until these items are voted on failed by a roll call vote of five (5) no (Mr. Neil, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Slavin) and three (3) yes (Mr. Anderson, Mr. Sudler, and Mr. Lewis).

Mr. Slavin moved to approve the appointments as presented. The motion was seconded by Mr. Cole and carried by a roll call vote of six (6) yes (Mr. Anderson, Mr. Neil, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Slavin) and two (2) abstentions (Mr. Sudler and Mr. Lewis).

Mr. Hare asked Mr. Nicholas Rodriguez, City Solicitor, if those who abstain from voting on an issue have to state a reason. Responding, Mr. Rodriguez stated that this was correct. Mr. Hare asked if the two (2) members who abstained from voting on the previous motion had to state their reasons. Mr. Rodriguez stated his understanding that these members had stated before that they were not completely familiar with those up for reappointment; otherwise, he indicated that it would be good to have the reasons on the record. Mr. Hare noted that he did not think that was the reason; however,

he yielded the floor. Mr. Sudler advised that, at the present moment, that was his reason. Mr. Lewis stated that he felt uncomfortable with the process.

Mr. Sudler stated his recollection that at one (1) point there was a discussion regarding providing a reason why someone went against the Planning Commission's recommendation and asked if this was the same ordinance that was now being applied. Responding, Mr. Rodriguez advised that many times Council members had stated that they had a conflict of interest in voting on an issue and this had been the normal procedure.

Mr. Sudler requested, for the record and to educate himself as a Councilman, that Mr. Rodriguez provide Council with the ordinance about abstentions that Mr. Hare was referring to, and Mr. Rodriguez stated that he would be glad to do so.

Mr. Anderson stated his understanding that if there is no conflict a person does not have to state a reason for abstaining. He noted that a person can do so, and this was recommended to provide a record for planning issues, but it was not required. Mr. Anderson asked if it would suffice for someone to vote present, which would not be an abstention. Responding, Mr. Rodriguez stated that he thought it was good to get it on the record why a person is not voting and this is what they had tried to follow in the past. He indicated that he thought it was a good idea to follow this because if the City went to court on an issue and there were questions, a person's reason for abstaining from voting would be known.

Mr. Lewis advised that, if this was the case, Council had been violating its own ordinance because he did not recall when individuals who abstained had given a reason. Responding, Mr. Rodriguez stated that abstentions are rare, he had not heard very many, and he thought that most of the time there had been some statement of the reason for abstention. He indicated that he thought this had been pretty well followed over the years that he had been with the City.

Mayor Christiansen advised that the City Solicitor would respond with timely research.

2017/18 CITY COUNCIL ANNUAL APPOINTMENTS - COMPENSATION COMMISSION

Mr. Sudler moved to defer the Compensation Commission appointments since no names were submitted for ratification. The motion was seconded by Mr. Neil and unanimously carried.

2017/18 COUNCIL PRESIDENT ANNUAL APPOINTMENTS

Mr. Slavin requested to defer the Council President Annual Appointments since the election of the Council President had taken place earlier in the meeting and the appointments were not ready.

Mr. Slavin moved to defer the 2017/18 Council President Annual Appointments and that the existing Committee members serve until they are replaced. The motion was seconded by Mr. Neil and unanimously carried.

2017/18 MAYORAL ANNUAL APPOINTMENTS

Mayor Christiansen requested that the 2017/18 Mayoral Annual Appointments be deferred until May 22, 2017.

By consent agenda, Mr. Neil moved to defer the 2017/18 Mayoral Annual Appointments until May 22, 2017, as requested by Mayor Christiansen. The motion was seconded by Mr. Lewis and carried by a unanimous roll call vote.

RESOLUTION NO. 2017-06 AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE CITY OF DOVER, DELAWARE - CONTROLLER/TREASURER, ASSISTANT CONTROLLER/TREASURER, AND ASSISTANT TREASURERS

Mr. Sudler asked who would be fulfilling the job description for Assistant Treasurer and if there was a separate job description with pay. Mayor Christiansen stated that Mrs. Donna Mitchell, Acting City Manager, would be the Controller/Treasurer. Mrs. Mitchell explained the Assistant Treasurers are the City Clerk and Assistant City Clerk, stating her belief that this is in the City's Code or Charter. She stated that when the City had only a Finance Director and City Clerk, the City Clerk was always the second signer. Mrs. Mitchell noted that the Charter had been maintained in that regard, except her title had changed to Controller/Treasurer and both the Controller/Treasurer and City Clerk now had assistants. She advised that it takes two (2) people to authorize bank transfers, so if she is on vacation, Ms. Lori Peddicord, Assistant Controller/Treasurer, takes care of the transfers, and either Mrs. Traci McDowell, City Clerk, or Ms. Denise Devine, Assistant City Clerk, serves as the second approver. Mrs. Mitchell explained that having four (4) approvers keeps business and money flowing when staff has to do wires for debt service.

Mr. Sudler asked if this was within the job description of the City Clerk or if this was a separate job description. Responding, Mrs. Mitchell indicated that she believed that it was in the City Clerk's job description but that she would have to look. Mr. Sudler stated that he would like to have that information.

Mr. Hare stated his understanding that these are basically titles for the City Clerk's Office staff and there is no additional pay. In response, Mrs. Mitchell stated that there is no additional pay and that this arrangement is basically for back-up purposes. She noted that the City Clerk's Office receives copies of the warrants and wires issued.

Mr. Lewis asked if the Clerk's Office only signs the checks. Responding, Mrs. Mitchell stated that they receive the warrants, look them over, and keep them on file. She explained that this was part of checks and balances and a segregation of duties. Mrs. Mitchell indicated that the Clerk's Office staff is the second party that does approvals when the Finance Department needs back-up, but they also receive a copy of the warrants so that they have them for the archives. She stated that they also check to make sure that what is on the forms is actually what was transferred.

Mr. Lewis asked if the Clerk's Office staff was like a witness, and Mrs. Mitchell stated that they were and that this arrangement was for checks and balances.

Mr. Lewis asked if a financial background was required, and Mrs. Mitchell stated that a financial degree was not needed to do this. She stated that the Clerk's Office staff does a fine job in this regard.

By motion of Mr. Slavin, seconded by Mr. Neil, Council, by a unanimous roll call vote, adopted Resolution No. 2017-06, as follows:

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

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

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

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

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

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

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

ADOPTED: MAY 8, 2017

FIRST READING - PROPOSED ORDINANCE #2017-06

Ordinance #2017-06 Amending Chapter 70 - Offenses and Miscellaneous Provisions, Section 70-2 - Weapons Generally

Mayor Christiansen reminded the public that copies of the proposed ordinance were available at the entrance of the Council Chambers, on the City's website at www.cityofdover.com under "Government," or by contacting the City Clerk's Office at 736-7008 or cityclerk@dover.de.us. Final action by Council on the proposed ordinance will take place during the Council Meeting of May 22, 2017.

Mr. Cole advised members that Major John Murphy had advised that there were 13 public schools in the State of Delaware that have a marksmanship program. He explained that Police Chief Mailey had gone to the high school to review the program with Major Murphy. Mr. Cole indicated that the City Solicitors had reviewed the ordinance and approved the changes in it, and Dr. Dan Shelton, Superintendent, Capital School District, and the President of the Capital School Board were also in agreement and supportive of the ordinance.

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

ORDINANCE #2017-06 AMENDING CHAPTER 70 - OFFENSES AND MISCELLANEOUS PROVISIONS, SECTION 70-2 - WEAPONS GENERALLY

ACTING CITY MANAGER'S ANNOUNCEMENTS

Mrs. Donna Mitchell, Acting City Manager, announced that the giveaway of free leaf compost and wood chips at Schutte Park would continue on Fridays, May 12th, 19th, and 26th, and on Saturdays, May 13th, 20th, and 27th. She noted that the times were from 8:00 a.m. - 2:30 p.m. on Fridays and from 9:00 a.m. to 3:00 p.m. on Saturdays.

Mrs. Mitchell advised that the Arbor Day tree planting at South Dover Elementary School was scheduled for May 10, 2017 with the Department of Public Works Grounds Division, Delaware Department of Agriculture, and Mayor Christiansen.

Mrs. Mitchell informed members that water operator personnel from the Department of Public Works Water Treatment Production Division had been nominated for the Water/Wastewater Professionals Team Award. She noted that the award ceremony would be held at Delaware Technical and Community College on May 11, 2017, with the staff and Mayor Christiansen in attendance. She requested Council members who would like to attend to let staff know and the time would be provided.

Mrs. Mitchell thanked all City staff who provided assistance for Dover Days over the past weekend, stating that everyone had done a fantastic job and she appreciated their support.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Sudler advised that on May 18, 2017 at 6:30 p.m. in the Council Chambers at City Hall there would be a community meeting to discuss restoration ideas for Dover Park. He asked everyone to come out and support this discussion, which is very important to moving forward with Dover Park and other parks.

Mr. Slavin reminded everyone that the First District Special Election would be held on Tuesday, May 16, 2017, with the polls being open from 7:00 a.m. to 8:00 p.m. He advised that the polling place will be the Elks Lodge at 200 Saulsbury Road.

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

Meeting adjourned at 9:09 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Annual Meeting of May 8, 2017, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM
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