REGULAR COUNCIL MEETING
AGENDA

AUGUST 8, 2016 - 7:30 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

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

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

INVOCATION BY BISHOP THOMAS L. HOLSEY

PLEDGE OF ALLEGIANCE LED BY COUNCILMAN LEWIS

AGENDA ADDITIONS/DELETIONS

* **CONSENT AGENDA**

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

* 1. **ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JULY 25, 2016**

2. **CERTIFICATE OF RECOGNITION - CAROLINE HERMANCE**

3. **PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2016-16 WITH STAFF AMENDMENT #1 (SA#1) AMENDING APPENDIX B - ZONING**

   THE FIRST READING OF THE PROPOSED ORDINANCE WAS ACCOMPLISHED DURING THE COUNCIL MEETING OF JUNE 27, 2016. THE ORDINANCE IS AVAILABLE AT THE ENTRANCE OF THE COUNCIL CHAMBERS OR ON THE CITY'S WEBSITE AT WWW.CITYOFDOVER.COM UNDER "GOVERNMENT."

   A. **PROPOSED ORDINANCE #2016-16 WITH SA#1 AMENDING CHAPTER 22 - BUILDING AND BUILDING REGULATIONS; CHAPTER 26 - BUSINESSES; CHAPTER 50 - FLOODS; CHAPTER 66 - MANUFACTURED HOMES AND TRAILERS; CHAPTER 102 - TAXATION; CHAPTER 106 - TRAFFIC AND VEHICLES; CHAPTER 110 - UTILITIES; APPENDIX B - ZONING, ARTICLES 2, 3, 4, 5, 6, 7, AND 12; AND APPENDIX F - FEES AND FINES**

* **4. HUMAN RELATIONS COMMISSION REPORT - JULY 20, 2016**

A. ELECTION OF CHAIR - COMMUNICATIONS COMMITTEE

(COMMISSION DEFERRED UNTIL THERE ARE MORE MEMBERS SERVING ON THE DHRC)

B. ELECTION OF CHAIR - COMMUNITY ENGAGEMENT COMMITTEE

(COMMISSION DEFERRED UNTIL THERE ARE MORE MEMBERS SERVING ON THE DHRC)

C. DHRC COMMITTEE UPDATES

D. OLD BUSINESS

(1) DHRC VACANCIES (FIRST AND FOURTH DISTRICTS)

* **5. COUNCIL COMMITTEE OF THE WHOLE REPORT - JULY 26, 2016**

A. SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

(1) VIABILITY OF THE SHOTSPOTTER GUNSHOT DETECTION AND LOCATION SERVICE

(COMMITTEE DEFERRED THIS ITEM FOR FURTHER INVESTIGATION)

(2) ASSESSMENT OF THE POSSIBILITY OF A COMPREHENSIVE REVIEW OF EMERGENCY MEDICAL SERVICES WITHIN THE CITY OF DOVER

(COMMITTEE RECOMMENDED THAT STAFF PREPARE A REQUEST FOR PROPOSALS (RFP) TO LOOK AT EMERGENCY SERVICES)

(3) OVERVIEW OF THE AIRPORT ENVIRONS OVERLAY ZONE RELATED TO DOVER AIR FORCE BASE AND FORDHAM BREWERY

(COMMITTEE ACTION NOT REQUIRED)

B. UTILITY COMMITTEE

(1) EVALUATION OF PROPOSALS - UNDERGROUND UTILITY LOCATING SERVICES CONTRACT

(COMMITTEE RECOMMENDED AWARDING A ONE (1) YEAR CONTRACT WITH THE OPTION FOR TWO (2) ONE (1) YEAR EXTENSIONS TO W LOCCO, LLC AS PER THE PROPOSAL SUBMITTED IN RESPONSE TO RFP #16-0044COD)

(2) DEDICATION OF PUBLIC INFRASTRUCTURE - DOVER HIGH SCHOOL PUMP STATION AND FORCE MAIN

(COMMITTEE RECOMMENDED ACCEPTANCE OF THE PUMP STATION AND ASSOCIATED FORCE MAIN AT DOVER HIGH SCHOOL, WITH DEDICATION TO INCLUDE THE ENTIRE REFERENCED INFRASTRUCTURE)

C. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

(1) DISCUSSION OF DUTIES AND ASSIGNMENTS OF CITY PERSONNEL

(COMMITTEE DEFERRED THIS MATTER UNTIL MEMBERS HAVE ALL THE INFORMATION THEY NEED)

(2) PROPOSAL FOR DOVER PUBLIC LIBRARY TO SERVE AS A PASSPORT ACCEPTANCE FACILITY

(COMMITTEE RECOMMENDED AUTHORIZING THE CITY MANAGER TO SUBMIT THE NECESSARY DOCUMENTATION TO PROVIDE PASSPORT SERVICES AT THE DOVER PUBLIC LIBRARY AND INCUR THE NECESSARY EXPENSES TO IMPLEMENT AND MANAGE THE PROGRAM)

(3) PROPOSAL FOR DOVER PUBLIC LIBRARY TO ADOPT A SMOKE-FREE POLICY

(COMMITTEE RECOMMENDED AUTHORIZING THE CITY MANAGER TO IMPLEMENT A SMOKE-FREE POLICY ON THE CAMPUS AND GROUNDS OF THE DOVER PUBLIC LIBRARY)

(4) REQUEST TO SOLICIT REAL ESTATE SERVICES - GARRISON OAK TECHNICAL PARK

(COMMITTEE RECOMMENDED AUTHORIZING THE CITY MANAGER TO SOLICIT INTEREST AND PROPOSALS FOR PROVIDING REAL ESTATE SERVICES FOR AVAILABLE PROPERTY IN THE GARRISON OAK TECHNICAL PARK)

* **5. COUNCIL COMMITTEE OF THE WHOLE REPORT - JULY 26, 2016 (CONTINUED)**

C. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE (CONTINUED)

(5) CONSIDERATION OF LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REVIEW AND APPROVAL OF ANY POSITIONS THAT REMAIN OPEN FOR OVER SIX (6) MONTHS WITHOUT BEING RECRUITED

(COMMITTEE RECOMMENDED REAFFIRMING THE AUTHORIZATION TO RECRUIT ALL OPEN POSITIONS AS THE CITY MANAGER DEEMS NECESSARY)

(6) PROPOSED ORDINANCE #2016-19 AMENDING CHAPTER 22 - BUILDINGS AND BUILDING REGULATIONS, CHAPTER 46 - FIRE PREVENTION AND PROTECTION, AND CHAPTER 50 - FLOODS (CONSOLIDATION OF CONSTRUCTION CODE APPEALS COMMITTEE AND PROPERTY MAINTENANCE CODE BOARD OF APPEALS)(SPONSORS: COLE, HUTCHISON, AND NEIL)(SEE ITEM #9)

(COMMITTEE RECOMMENDED ADOPTION OF PROPOSED ORDINANCE #2016-19, AS AMENDED TO CHANGE THE COMPOSITION OF THE MEMBERS BY REPLACING THE CITY MANAGER WITH AN ELECTED CITY OFFICIAL)

* **6. MONTHLY REPORTS - JUNE 2016**

A. CITY ASSESSOR'S REPORT
B. CITY MANAGER'S REPORT
C. CITY PLANNER'S REPORT
D. CONTROLLER/TREASURER'S BUDGET REPORT (PRE-AUDIT)
E. FIRE CHIEF'S REPORT
F. POLICE CHIEF'S REPORT

* **7. QUARTERLY REVIEW OF CAPITAL INVESTMENT PLAN (CIP)** (APRIL, MAY, AND JUNE) **(PRE-AUDIT)**

8. EVALUATION OF BIDS - NORTH STATE STREET GRAVITY SEWER REPAIR

(STAFF RECOMMENDS AWARDING THE CONTRACT TO EASTERN STATES CONSTRUCTION SERVICE, INC. FOR THE CITY OF DOVER NORTH STATE STREET GRAVITY SEWER REPAIR PROJECT, BID #16-0045PW, FOR THE AMOUNT OF $335,470.00)

9. FIRST READING - PROPOSED ORDINANCE #2016-19 WITH COUNCIL COMMITTEE OF THE WHOLE/LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE AMENDMENT #1 (CCW/LF&A #1)

THE FIRST READING IS OFFERED ON THE PROPOSED ORDINANCE. FINAL ACTION BY COUNCIL WILL TAKE PLACE DURING THE SECOND READING ON AUGUST 22, 2016. THE ORDINANCE IS 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.

A. PROPOSED ORDINANCE #2016-19 WITH CCW/LF&A#1 AMENDING CHAPTER 22 - BUILDINGS AND BUILDING REGULATIONS, CHAPTER 46 - FIRE PREVENTION AND PROTECTION, AND CHAPTER 50 - FLOODS (CONSOLIDATION OF CONSTRUCTION CODE APPEALS COMMITTEE AND PROPERTY MAINTENANCE CODE BOARD OF APPEALS)

(LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE)

10. CITY MANAGER'S ANNOUNCEMENTS

11. COUNCIL MEMBERS' ANNOUNCEMENTS

12. ADJOURNMENT

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EXECUTIVE SESSION PURSUANT TO:

29 DEL. C. §10004(B)(2) - PRELIMINARY DISCUSSIONS ON SITE ACQUISITIONS FOR ANY PUBLICLY FUNDED CAPITAL IMPROVEMENTS, OR SALES OR LEASES OF REAL PROPERTY;

29 DEL. C. §10004(B)(4) - STRATEGY SESSIONS, INCLUDING THOSE INVOLVING LEGAL ADVICE OR OPINION FROM AN ATTORNEY-AT-LAW, WITH RESPECT TO COLLECTIVE BARGAINING OR PENDING OR POTENTIAL LITIGATION, BUT ONLY WHEN AN OPEN MEETING WOULD HAVE AN ADVERSE EFFECT ON THE BARGAINING OR LITIGATION POSITION OF THE PUBLIC BODY;

29 DEL. C. §10004(B)(6) - DISCUSSION OF THE CONTENT OF DOCUMENTS, EXCLUDED FROM THE DEFINITION OF "PUBLIC RECORD" IN §10002 OF THIS TITLE WHERE SUCH DISCUSSION MAY DISCLOSE THE CONTENTS OF SUCH DOCUMENTS;

29 DEL. C. §10004(B)(9) - PERSONNEL MATTERS IN WHICH THE NAMES, COMPETENCY AND ABILITIES OF INDIVIDUAL EMPLOYEES ARE DISCUSSED, UNLESS THE EMPLOYEE REQUESTS THAT SUCH A MEETING BE OPEN