# REGULAR COUNCIL MEETING
# AGENDA

**MAY 23, 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 CHAPLAIN WALLACE DIXON**

**PLEDGE OF ALLEGIANCE LED BY MAYOR CHRISTIANSEN**

**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 - ANNUAL COUNCIL MEETING OF MAY 9, 2016**

2. **CERTIFICATES OF APPRECIATION (ANDERSON)**
   - **A. SOLID ROCK BAPTIST CHURCH**
   - **B. MT. ZION A.M.E. CHURCH**
   - **C. UNION MISSIONARY BAPTIST CHURCH**

3. **PRESENTATION BY THE URBAN LEAGUE (DR. SHEKELIA HINES)**

**4. COUNCIL COMMITTEE OF THE WHOLE REPORT - MAY 10, 2016**

* **A. SPECIAL SAFETY ADVISORY AND TRANSPORTATION COMMITTEE**

**(1) REVIEW OF POSITION DESCRIPTION/REQUIREMENTS - CITY FIRE MARSHAL (INSPECTOR III)**

(COMMITTEE RECOMMENDED REFERRING THIS MATTER TO STAFF TO DEVELOP AN APPROPRIATE JOB DESCRIPTION AND POST THE POSITION ACCORDINGLY)

**B. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE**

**(1) TRANSFER OF REAL PROPERTY FROM DELAWARE CIVIC CENTER CORPORATION TO DELAWARE STATE UNIVERSITY**

(COMMITTEE RECOMMENDED REFERRING THIS ITEM DIRECTLY TO CITY COUNCIL WITHOUT A RECOMMENDATION AND CONTINUING THE DELIBERATION ON THE COUNCIL FLOOR 13 DAYS HENCE)

* **(2) UPDATE - OVERGROWTH OF BAMBOO - RODNEY ROAD**

(COMMITTEE ACTION NOT REQUIRED)

* **(3) DOWNTOWN DOVER BUSINESS IMPROVEMENT DISTRICT (BID) BUDGET AND ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017**

(COMMITTEE RECOMMENDED APPROVAL OF THE BUDGET AND ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017, AS RECOMMENDED BY STAFF)

* **(4) PROPOSED ORDINANCE #2016-10 AMENDING CHAPTER 2 - ADMINISTRATION, ARTICLE IV - OFFICERS AND EMPLOYEES, DIVISION 8 - DEFERRED COMPENSATION PLAN (SPONSORS: COLE AND KOENIG) (SEE ITEM #12-A)**

(COMMITTEE RECOMMENDED ADOPTION OF PROPOSED ORDINANCE #2016-10 AND THAT NO CHANGES BE MADE TO THE EMPLOYEE HANDBOOK SO THAT THIS BENEFIT IS EXTENDED TO NON-BARGAINING EMPLOYEES COVERED UNDER THE DEFERRED COMPENSATION PLAN)

* **(5) EVALUATION OF TRIAL PERIOD FOR COUNCIL COMMITTEE OF THE WHOLE MEETINGS (COUNCIL RESOLUTION NO. 2015-16)**

(COMMITTEE RECOMMENDED EXTENDING THE COUNCIL COMMITTEE OF THE WHOLE FORMAT ON TUESDAY EVENINGS THROUGH MAY 31, 2017 (ADOPTION OF RESOLUTION NO. 2016-05 AMENDING RESOLUTION NO. 2015-16))

* **(6) REQUEST OF FIRE DEPARTMENT - ENGINE #7 REPLACEMENT**

(COMMITTEE TABLED THE DISCUSSION OF REPLACING ENGINE #7 UNTIL THE BUDGET DISCUSSIONS)

* **(7) PROGRESS REPORT ON THE YOUTH ADVISORY COMMITTEE'S REPORTING OF THEIR MINUTES**

(COMMITTEE RECOMMENDED THAT THE YOUTH ADVISORY COMMITTEE BE SUSPENDED UNTIL ALL MINUTES OF THE MISSING MEETINGS ARE APPROVED BY COUNCIL AND UNTIL COUNCIL CAN DISCUSS THE MATTER THOROUGHLY)

* **C. PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE**

**(1) PRESENTATION - TINY HOME VILLAGE CONCEPT (SUE HARRIS)**

(COMMITTEE ACTION NOT REQUIRED)

**(2) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM QUARTERLY UPDATE (JANUARY, FEBRUARY, AND MARCH)**

(COMMITTEE RECOMMENDED ACCEPTANCE OF THE REPORT)

**5. SETTING OF PUBLIC HEARING - ELECTRIC FUND BUDGET**

(STAFF RECOMMENDS THAT A PUBLIC HEARING BE SET FOR JUNE 13, 2016 AT 7:30 P.M.)

* **6. 2016/17 STAFF APPOINTMENTS - CITY COUNCIL** (DEFERRED DURING THE ANNUAL MEETING OF MAY 9, 2016)

- **A. CITY ASSESSOR**
- **B. BUILDING INSPECTOR**
- **C. CITY CLERK**
- **D. ASSISTANT CITY CLERK**
- **E. CONTROLLER/TREASURER**
- **F. ASSISTANT CONTROLLER/TREASURER**
- **G. ASSISTANT TREASURERS**
- **H. FIRE MARSHAL (DEFERRED)**
- **I. CITY SOLICITOR**
- **J. DEPUTY CITY SOLICITOR**

* **7. 2016/17 COMMITTEE APPOINTMENTS - COUNCIL PRESIDENT** (DEFERRED DURING THE ANNUAL MEETING OF MAY 9, 2016)

- **A. CITY CHAPLAINS**
- **B. CIVILIAN PENSION PLAN - BOARD OF TRUSTEES**
- **C. COMPENSATION COMMISSION**
- **D. CONSTRUCTION CODE APPEALS COMMITTEE**
- **E. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE**
- **F. OTHER POST-EMPLOYMENT BENEFITS (OPEB) TRUST FUND BOARD**
- **G. PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE**
- **H. POLICE PENSION PLAN - RETIREMENT COMMITTEE**
- **I. SAFETY ADVISORY AND TRANSPORTATION COMMITTEE**
- **J. UTILITY COMMITTEE**

(COUNCIL PRESIDENT SLAVIN REQUESTS THAT THESE APPOINTMENTS BE DEFERRED)

* **8. 2016/17 MISCELLANEOUS APPOINTMENTS - COUNCIL PRESIDENT** (DEFERRED DURING THE ANNUAL MEETING OF MAY 9, 2016)

- **A. CENTRAL DELAWARE CHAMBER OF COMMERCE - LIAISON MEMBER**
- **B. CITY/COUNTY COMMITTEE (LIAISON TO KENT COUNTY)**
- **C. KENT COUNTY TOURISM BOARD OF DIRECTORS - VOTING LIAISON MEMBER**
- **D. KENT ECONOMIC PARTNERSHIP BOARD OF DIRECTORS - VOTING LIAISON MEMBER**
- **E. PRESIDENT'S COUNSEL ON PUBLIC/PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY HALL, WEYANDT HALL, FORMER DOVER LIBRARY, AND OTHER CITY PROPERTIES**

(COUNCIL PRESIDENT SLAVIN REQUESTS THAT THESE APPOINTMENTS BE DEFERRED)

* **9. 2016/17 COMMITTEE APPOINTMENTS - MAYOR** (DEFERRED DURING THE ANNUAL MEETING OF MAY 9, 2016)

- **A. COMPENSATION COMMISSION**
- **B. DOVER FOURTH OF JULY CELEBRATION COMMITTEE**
- **C. DOVER PUBLIC LIBRARY ADVISORY COMMISSION**
- **D. DOWNTOWN DOVER PARTNERSHIP BOARD OF DIRECTORS**
- **E. ELECTION BOARD**
- **F. PROPERTY MAINTENANCE CODE BOARD OF APPEALS**
- **G. SILVER LAKE COMMISSION**

* **10. REAPPOINTMENTS/APPOINTMENTS - RECOMMENDED BY MAYOR CHRISTIANSEN**

**A. PLANNING COMMISSION - THREE (3) YEAR TERMS TO EXPIRE JUNE 1, 2019**

**(1) KATHLEEN WELSH - FIRST DISTRICT** (REAPPOINTMENT)

**(2) JOHN H. BALDWIN, SR. - FOURTH DISTRICT** (REAPPOINTMENT)

**(3) KENNETH ROACH - FOURTH DISTRICT**

**B. PLANNING COMMISSION - ANDREA MAUCHER - SECOND DISTRICT (TO FILL THE UNEXPIRED TERM OF MICHAEL J. AMBRUSO, SR. - TERM TO EXPIRE JUNE 1, 2018)**

* **11. RESOLUTION NO. 2016-06 AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE CITY OF DOVER, DELAWARE - CONTROLLER/TREASURER, ASSISTANT CONTROLLER/TREASURER, AND ASSISTANT TREASURERS**

**12. FIRST READING - PROPOSED ORDINANCE #2016-10**

THE FIRST READING IS OFFERED ON THE PROPOSED ORDINANCE. FINAL ACTION BY COUNCIL WILL TAKE PLACE DURING THE SECOND READING ON JUNE 13, 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 #2016-10 AMENDING CHAPTER 2 - ADMINISTRATION, ARTICLE IV - OFFICERS AND EMPLOYEES, DIVISION 8 - DEFERRED COMPENSATION PLAN**
(LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE)

**13. CITY MANAGER'S ANNOUNCEMENTS**

**14. COUNCIL MEMBERS' ANNOUNCEMENTS**

**15. ADJOURNMENT**

**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**

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