REGULAR COUNCIL MEETING

The Regular Council Meeting was held on March 14, 2016 at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler (arrived at 7:34 p.m.), Mr. Neil, Mr. Lewis (departed at 8:31 p.m. and returned at 8:36 p.m.), Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Council staff members present were Police Chief Bernat, Mrs. Mitchell, Mr. Koenig, Mrs. Townshend, Fire Chief Carey, City Solicitor Rodriguez, and Mrs. McDowell. Mayor Christiansen was also present (departed at 7:46 p.m.).

OPEN FORUM

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

There was no one present wishing to speak during the Open Forum.

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

AGENDA ADDITIONS/DELETIONS

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

Mr. Hosfelt requested that item #9G - Police Chief's Report, be removed from the Consent Agenda.

Mr. Hare requested that item #8-b-2 - Acknowledgment of Freedom of Information Act (FOIA) Violations - Dover Youth Advisory Committee, be removed from the Consent Agenda.

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

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF FEBRUARY 22, 2016

The Minutes of the Special Council Meeting of February 22, 2016 were unanimously approved by motion of Mr. Lewis, seconded by Mr. Neil and bore the written approval of Mayor Christiansen (Mr. Sudler absent).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF FEBRUARY 22, 2016

The Minutes of the Regular Council Meeting of February 22, 2016 were unanimously approved by motion of Mr. Lewis, seconded by Mr. Neil and bore the written approval of Mayor Christiansen (Mr. Sudler absent).

CERTIFICATE OF CONGRATULATIONS - BURNS & ELLIS REALTORS 50TH ANNIVERSARY

The City Clerk read the following Certificate of Congratulations into the record:

WHEREAS, Burns & Ellis Realtors was founded in Dover in 1966 by Walter Ellis, who passed the family business on to his daughter and son-in-law, Terry and Tom Burns, 22 years ago. They have continued to operate the enterprise based on the sound principles of honesty, integrity, and hard work that Walter Ellis established long ago; and

WHEREAS, Burns & Ellis Realtors' knowledge, professional skills, and flexibility have resulted in a loyal customer base and have allowed the business to prosper through favorable economic times, while their sense of vision and adaptability to changing conditions have enabled them to weather the more difficult times brought on by multiple recessions. Their business continues to thrive, as evidenced by attainment of their most profitable year ever in 2015; and

WHEREAS, Burns & Ellis is celebrating 50 years of serving our community and has left an indelible mark on Dover by facilitating countless real estate transactions that have allowed grateful individuals, families, entrepreneurs, and businesses to realize their dreams.

NOW, THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF DOVER, DELAWARE, do hereby present this Certificate of Congratulations to **Burns & Ellis Realtors** on their 50th anniversary and extend best wishes in all future endeavors.

On behalf of the Mayor and Council, Mayor Christiansen presented the Certificate to Tom and Terry Burns and thanked them for their great contributions to Dover.

Mr. Burns noted that when Walt Ellis and Fran Lore started the business in 1966, houses were selling for $14,000 and Dover did not have McDonald's, a C-5, Bayhealth, Route One, Dover Downs, the Blue Hen or Dover Malls, computers, or cell phones. Mr. Burns stated that Dover has been a wonderful place to run a business.

CERTIFICATE OF APPRECIATION - SANTA HOUSE PROJECT

The City Clerk read the following Certificate of Appreciation into the record:

The City of Dover extends its sincere appreciation to the groups and individuals who contributed so generously of their time, talents, and professional attention to the Santa House project.

The Mayor and Council of the City of Dover, Delaware do hereby present this Certificate of Appreciation to:

Becker Morgan Group
City of Dover Fire Department
City of Dover Police Department
City of Dover Public Works Department
Delaware Department of Corrections
Delaware Technical & Community College
Delmarva Pole Building
Dover Interfaith Mission for Housing
Downtown Dover Partnership
Kent Signs
Lessard Builders
Norman Christoferson
Quality Builders
Tonda Parks

Thank you for your part in creating a building for children and families to make memories throughout the year.

On behalf of the Mayor and Council, Mayor Christiansen presented the Certificate to representatives of the groups. He stated that this building, which will serve as a Santa house, a Dover Days house, and a substation for cadets downtown, really started out as a dream in everyone's mind and it is a

great addition to the downtown area. Mayor Christiansen extended his heartfelt thanks to everyone involved.

Ms. Tonda Parks thanked everyone who got behind the effort, especially the Downtown Dover Partnership for their financial assistance, the Dover Interfaith Mission for Housing for their support, and Delaware Technical and Community College (Del Tech) for its administrative assistance.

Mr. Gregg Moore, president of the Downtown Dover Partnership, thanked everyone, on behalf of the Partnership, for helping to make this happen. He gave special thanks to Dr. Reginald Chandler of Del Tech for his tireless work and the work of his students. Mr. Moore stated that Dr. Chandler does an outstanding job mentoring, teaching, and integrating the students into business.

Dr. Reginald Chandler of Del Tech stated that he was deeply appreciative of all that they were able to accomplish and for the certificate of appreciation. He stated that the James T. Vaughn and Smyrna correctional facilities were greatly involved in every aspect of the project, noting that they built the house so that it could be transported in sections to downtown Dover.

A representative of the prison advised that the inmates took a lot of pride in working on the Santa house and he was very proud of the officers and inmates. He stated that they would love to help on future projects.

PLAN4HEALTH PRESENTATION BY THE DELAWARE CHAPTER OF THE AMERICAN PLANNING ASSOCIATION

Mr. David Edgell, Principal Planner with the Delaware Office of State Planning Coordination, representing the Delaware Chapter of the American Planning Association, and Mr. Tim Gibbs, Executive Director of the Delaware Academy of Medicine and the Delaware Public Health Association, provided the PLAN4Health presentation ***(Exhibit #1)***. Mr. Edgell advised that this grant funding originated from the Center for Disease Control and partnered with the National American Planning Association and the American Public Health Association. This year $2.25M was awarded to 17 local initiatives, one of which was Kent County. Mr. Edgell noted that the funding is aimed at combating two (2) determinants of chronic disease, lack of physical activity and lack of access to nutritious foods, and the goal is to help Kent County residents to be their healthiest.

Mr. Sudler asked how they planned to make the healthier eating initiatives affordable for low-income communities and individuals and what the criteria was for selecting the communities. Responding, Mr. Edgell advised that they are hoping to work with the planning offices in the City of Dover and Kent County to look at the health data and mapping, based on zip codes, to select the communities. He stated that their consultants are doing interesting work on the national level identifying how to tell from the data which communities are most in need of this kind of assistance. Mr. Gibbs advised that one way to cause the food to be more affordable is to get the food from the field to the table more effectively.

Responding to Mr. Anderson, Mr. Edgell stated that this program was not funded through the 2030 initiative.

PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2016-02 AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED, BY REPLACING MAP 12:1: LAND DEVELOPMENT PLAN

A public hearing was duly advertised for this time and place to consider Proposed Ordinance #2016-02, which would amend the 2008 Comprehensive Plan, as amended, by replacing Table 12-1: Land Development Plan.

Mr. Sudler moved that the Final Reading of Proposed Ordinance #2016-02 be acknowledged by title only, seconded by Mr. Hare and unanimously carried. *(The First Reading of the ordinance was accomplished during the Council Meeting of January 25, 2016.)*

Planner's Review

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the Proposed Amendments to the 2008 Comprehensive Plan, noting that land use classification amendments were proposed for 834 South State Street, a portion of the Kesselring Farm property, and the Dover International Speedway, Inc. property. She noted that the Planning Commission recommended approval of the map amendments.

Responding to Mr. Hutchison, Mrs. Townshend advised that the Dover International Speedway property would continue to be used for festivals. She noted that, although no permanent improvements are proposed, they do have a long term arrangement with Red Frog Events for the Firefly Music Festival and may consider constructing showers or restrooms on the property in the future.

Mr. Hutchison asked if the State of Delaware had any issues with the proposal. Responding, Mrs. Townshend stated that the State was more concerned with the proposed zoning and the potential for another use. She advised that any site plan would require review through the State's Preliminary Land Use (PLUS) process.

Mr. Sudler asked what the worse case scenario could be under the proposed zone. Mrs. Townshend advised that uses permitted in the proposed zone are an automobile race track, which they already have, hotels, and indoor and outdoor amusements. She noted that it is a commercial zone that focuses on the recreational aspects of commercial uses. Referring to the State's concerns, Mrs. Townshend advised that the State has had a longstanding policy of opposing expansion and development east of State Route 1 and she did not anticipate expansion under the current circumstances.

Mr. Neil stated that the biggest problem they have with the Firefly Festival relates to pedestrian traffic along Persimmon Tree Lane blocking ambulances and police vehicles. He noted that they are working very diligently with Dover Downs on that matter and hopefully have it rectified now. Mr. Neil stated that he presumed that if they wanted to put in several permanent stages, they would be permitted to do so. He advised that Dover Downs has been extremely sensitive to, and cooperative with, the neighborhoods and their issues.

Referring to 834 South State Street, Mr. Anderson asked what was being done to mitigate possible traffic issues and how the change in use would impact the alley behind the property. Responding,

Mrs. Townshend stated that this property backs up to the medical arts building on Bradford Street and access to it would be off of the alley. She noted that there are areas where there have been concerns and complaints about speeding in the alley; however, there are not as many residential neighbors in this area that would be affected. Mrs. Townshend stated that the alleys in this area are pretty narrow, which makes speeding difficult. She also advised that studies of some of the areas of complaints about speeding in alleys have shown that they were unwarranted, noting that the smaller roadway gives the perception that cars are moving faster than they actually are. Mr. Hare advised that this is a short alley and it is a little chopped up. He stated that he spoke with a few of the residents and they had no issues. Mr. Hare advised that the neighbors anticipate that the property will be upgraded and made to look a lot better than it does now.

Public Hearing

Council President Slavin declared the public hearing open.

Mr. Gregg Moore of Becker Morgan Group, representing Dover International Speedway, stated that they are very much in favor of changing the land use classification from active agriculture to commercial, since it is not being used for agriculture. Noting that the property is used for NASCAR races and the Firefly Festival, and that parts of the property are in the City of Dover and other parts are in Kent County, Mr. Moore advised that being in multiple jurisdictions creates confusion related to dispatching emergency service agencies. He stated that Dover International Speedway is trying to consolidate all of its lands under one zoning and one jurisdiction in the City of Dover. Mr. Moore stated that they have no intentions of changing how they use the property and that there are no plans to build hotels on the property, as has been reported.

Mr. Sudler asked how Dover International Speedway has been able to use the property for events under the current agriculture zone and why they wanted to change the zone now. Responding, Mr. Moore stated that they have been able to hold those events because the City's Planning, Fire, and Police Departments have been very cooperative. He noted that they have had to use temporary facility permits to allow the events to occur, which is dissimilar from the actual operation of the Speedway in the Recreational and Commercial (RC) zone. Mr. Moore advised that they currently use patch work to make the events happen, and consolidating the zones, annexing the property, and bringing everything under the City's control will eliminate the patch work.

Mr. Jack Kling of RE/MAX Horizons, representing the Kesselring family, stated that the planned West Dover Connector route around and through the Kesselring property and the railroad to the side of the property makes it a unique parcel that would be best suited for industrial use.

Mr. Michael Braun, owner of 834 South State Street, stated that the property is not particularly suitable as a residence, which is its current zoning. He advised that it would be a substantial improvement to convert the property for commercial operations, which the structure lends itself to.

There being no one else present wishing to speak, Council President Slavin declared the hearing closed.

Mr. Sudler stated that he would support the Comprehensive Plan amendments; however, he expressed concern that it seemed as though the City sometimes picks and chooses who it is going

to be flexible with when it comes to zoning. He felt that there needed to be flexibility across the board.

Mr. Hare moved for approval of the Comprehensive Plan amendments. The motion was seconded by Mr. Hutchison and, by a roll call vote of eight (8) yes (Anderson, Sudler, Neil, Lewis, Cole, Hare, Hutchison, and Slavin), and one abstention (Hosfelt), Council adopted Ordinance #2016-02, as follows:

AN ORDINANCE AMENDING THE 2008 COMPREHENSIVE PLAN, AS AMENDED, BY REPLACING MAP 12-1: LAND DEVELOPMENT PLAN.

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

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

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

WHEREAS, two property owners have requested amendments to the Land Development Plan Map (Map 12-1) in accordance with the process set forth in the 2008 Comprehensive Plan; and

WHEREAS, the Planning Office has prepared one amendment to the Land Development Plan Map (Map 12-1);

WHEREAS, the Planning Commission held a public hearing on February 16, 2016, after which the Commission made a recommendation in regard to the amendments to the Land Development Plan related to the above request.

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

1. Replacing Map 12-1: Land Development Plan of the 2008 Comprehensive Plan, as amended on November 23, 2009; March 14, 2011; April 11, 2011; March 12, 2012; March 10, 2014; and April 13, 2015, with the referenced map presented to City Council on March 14, 2016.

ADOPTED: MARCH 14, 2016

PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2016-03 - REZONING REQUEST FOR LANDS OF KESSELRING COMPANY, LLC AND OTHERS

A public hearing was duly advertised for this time and place to consider the rezoning of property, consisting of $37.2^{+/-}$ acres, located west of New Burton Road and the railroad corridor and including the property located at 1436 New Burton Road. The properties are currently zoned R-20 (One-Family Residence) and the proposed zoning is IPM (Industrial Park Manufacturing)
(Tax Parcels: ED-05-085.00-01-07.00-000 and ED-05-085.00-01-07.00-001; Planning Reference: Z-16-02; Council District 2).

Mr. Hare moved that the Final Reading of Proposed Ordinance #2016-03 be acknowledged by title only, seconded by Mr. Hutchison and unanimously carried. *(The First Reading of the ordinance was accomplished during the Council Meeting of January 25, 2016.)*

Planner's Review

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the petition to amend the zoning district and the findings and recommendations of the Planning Commission. She noted that this was the companion rezoning to the Comprehensive Plan amendment related to the Kesselring property. Mrs. Townshend advised that the Planning Commission recommended approval of the rezoning request.

Public Hearing

Council President Slavin declared the public hearing open. There being no one present wishing to speak, Council President Slavin declared the hearing closed.

Mr. Hare moved for approval of the rezoning request, as recommended by the Planning Commission. The motion was seconded by Mr. Sudler and, by a unanimous roll call vote, Council adopted Ordinance #2016-03, as follows:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED WEST OF NEW BURTON ROAD AND THE RAILROAD CORRIDOR AND INCLUDING THE PROPERTY LOCATED AT 1436 NEW BURTON ROAD

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from R-20 (One-Family Residence Zone) to IPM (Industrial Park Manufacturing Zone).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from R-20 (One-Family Residence Zone) to IPM (Industrial Park Manufacturing Zone) on that property located on the west side of New Burton Road west of the railroad corridor and surrounded by the right-of-way for the West Dover Connector, consisting of $37.2^{+/-}$ acres and including the property located at 1436 New Burton Road, owned by Kesselring Company, LLC and others.

ADOPTED: MARCH 14, 2016

PUBLIC HEARING/FINAL READING OF PROPOSED ORDINANCE #2016-04 - REZONING REQUEST FOR PROPERTY LOCATED AT 834 SOUTH STATE STREET, OWNED BY MICHAEL W. AND WINIFRED M. BRAUN

A public hearing was duly advertised for this time and place to consider the rezoning of property located at 834 South State Street, consisting of $17,000^{+/-}$ s.f, owned by Michael W. and Winifred M. Braun. The property is currently zoned R-8 (One-Family Residence) and the proposed zoning is C-PO (Commercial and Professional Office)
(Tax Parcel: ED-05-077.17-03-45.00-000; Planning Reference Z-16-03; Council District 2).

Mr. Hare moved that the Final Reading of Proposed Ordinance #2016-04 be acknowledged by title only, seconded by Mr. Neil and unanimously carried. *(The First Reading of the ordinance was accomplished during the Council Meeting of January 25, 2016.)*

Planner's Review

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the petition to amend the zoning district and the findings and recommendations of the Planning Commission. She noted that this was the companion rezoning to the Comprehensive Plan amendment related to 834 South State Street. Mrs. Townshend advised that the Planning Commission recommended approval of the rezoning request.

Public Hearing

Council President Slavin declared the public hearing open. There being no one present wishing to speak, Council President Slavin declared the hearing closed.

Mr. Hare moved for approval of the rezoning request, as recommended by the Planning Commission. The motion was seconded by Mr. Neil and, by a unanimous roll call vote (Mr. Lewis absent), Council adopted Ordinance #2016-04, as follows:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 834 SOUTH STATE STREET

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from R-8 (One-Family Residence Zone) to C-PO (Commercial and Professional Office Zone).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from R-8 (One-Family Residence Zone) to C-PO (Commercial and Professional Office Zone) on that property located at 834 South State Street, consisting of $17,000^{+/-}$ S.F, owned by

Michael W. and Winifred M. Braun. (Tax Parcel: ED-05-077.17-03-45.00-000; Planning Reference Z-16-03; Council District 2)

ADOPTED: MARCH 14, 2016

60-DAY PROGRESS REPORT - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE - PROPERTY LOCATED AT 1032-1058 SOUTH DUPONT HIGHWAY, OWNED BY BMDR LLC

During the Regular City Council Meeting of November 9, 2015, members considered a Violation of the Dangerous Building Ordinance at 1032-1058 South DuPont Highway, owned by BMDR LLC. At that time, Council declared the structure located at 1032-1058 South DuPont Highway a dangerous building; ordered that the property be repaired or demolished by July 1, 2016 by the owner or equity owner at their own risk; ordered the Building Inspector to cause the demolition of the structure if not completed by the owner within 10 days of the date established by City Council; ordered the City Manager with the assistance of the City Solicitor to cause the cost of demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner; and that progress reports be provided at the Council Meetings scheduled for January 11, 2016, March 14, 2016, and June 13, 2016.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that the building immediately to the north had been demolished, there is construction fencing up, and a fence between this site and the adjacent residential neighbors has been constructed. She noted that the building permit application and the building plans for the improvements for this building were received and staff is in the process of reviewing the building permit.

Mr. Neil moved to accept the report, seconded by Mr. Cole and unanimously carried.

PRESENTATION - 2015 DOWNTOWN DOVER PARTNERSHIP ANNUAL REPORT

Mr. Gregory Moore, President, Downtown Dover Partnership (DDP) reviewed highlights of the 2015 DDP Annual Report. He advised members that they receive a lot of support from the community, as was demonstrated earlier in the meeting during the presentation to the Santa House volunteers, and that it is gratifying to have so many people helping the DDP with their mission.

Mr. Moore stated that the DDP staff organized the St. Patrick's Day Parade the previous weekend and it brought a lot of people downtown. He also noted that they received grants worth $1.6M from the Delaware Department of Transportation's Transportation Alternatives Program to improve two (2) blocks of North Street moving to the east towards the railroad tracks and Bradford Street from Loockerman moving towards Wesley College. Mr. Moore advised that a $3M grant was used for parking improvements and North Street improvements.

Mr. Moore noted that the State reached out to the DDP and asked how they could help. He advised that the DDP met with the Governor and his staff and requested assistance with financing property improvements, both residential and commercial, in the downtown area, which resulted in the creation of the Downtown Development Districts. Mr. Moore stated that they were able to secure funds for downtown Dover and are starting to see results.

Mr. Moore advised that the DDP returned $75,000 of the $3M grant to the State of Delaware upon completion of the planned projects. He noted that this money was unspent and they wanted to show the State that the DDP was a good steward of the State's money.

Mr. William Neaton, City of Dover Economic Development Director, referring to the Downtown Development Districts, thanked Mrs. Ann Marie Townshend, Director of Planning and Community Development, for preparing the application for the City. He noted that, once Dover was designated as a Downtown Development District, he and Mrs. Townshend provided at least a dozen presentations explaining the program. As a result, they received approval for two (2) major projects, the Priscilla Block Building and the Habitat for Humanity projects. Mr. Neaton advised that seven (7) minor projects ($250,000 or less) were also approved. He noted that, during the second round of funding, five (5) large projects valued at $1.7M were approved and will be completed over the course of the next two (2) to three (3) years.

Mr. Neaton advised that the DDP is involved with the farmer's market, which is in its fourth year, and sponsors a community garden in the downtown development area. They are currently working with NCALL on establishing gardens that will be maintained by the residents of the downtown area to provide ready access to fresh produce.

Mr. Neaton noted that the DDP Promotions Committee put on the Capital Holiday Celebration, the Home for the Holidays parade, and First Fridays, which were just expanded to First Weekends.

Mr. Neaton advised that the DDP supported the Dover Comicon, which has become a huge event, and the Merchant's Committee of the Downtown Dover Partnership has expanded tremendously over the past two (2) years, noting that their first two events were the OktDoverFest and the History, Heritage and Hops event.

Mr. Neaton stated that the clean up of Loockerman Street from State Street to Governors Avenue is being championed by a group called Destination Downtown Dover, which is made up of merchants in the Downtown Dover Partnership. He also noted that the DDP has very active parking and safety committees and advised that the cadet program has been a great success downtown. Mr. Neaton stated that the genesis of the cadet program came from a meeting with some downtown merchants who had security concerns.

Mr. Neaton advised that the DDP used a $15,000 USDA grant to provide seven (7) different seminars on how to run and grow businesses. He noted that they will be providing another seminar on how to use social media to improve a business. Mr. Neaton stated that the DDP is also the Small Business Administration technical advisor and has assisted a number of businesses in securing loans over the years. He advised that, in 2015, they assisted two (2) businesses in getting $120,000 worth of loans.

Mr. Anderson thanked the DDP for the work that is being done and asked for an update on the former Acme building. Responding, Mr. Moore advised that the building is for sale and there had been serious interest. He noted that he and City staff have spoken with a developer that approached them regarding funding programs. Mr. Moore stated that they are going to continue talks with that developer and he hopes to bring a great project to that site. He noted that there is also interest in

other DDP properties. Mr. Moore advised that the State funding is stimulating interest in properties in the downtown area.

Responding to Mr. Anderson, Mr. Moore stated that the purchase of three (3) problem properties downtown by the City and the DDP shows developers that they are willing to make improvements, and that is a benefit.

Mr. Sudler moved to accept the 2015 Downtown Dover Partnership Annual Report, seconded by Mr. Neil and unanimously carried.

PRESENTATION - 2015 HUMAN RELATIONS COMMISSION ANNUAL REPORT

Mr. Theodore Henderson, Chair of the Human Relations Commission, reviewed highlights of the 2015 Human Relations Commission Annual Report.

Mr. Henderson advised that the Commission's current initiative is conducting a human relation survey. He noted that he and Commissioner McGiffin met with various members of City staff and talked about diversity as it relates to employees' relationships.

Mr. Sudler, noting that he is member of the State Human Relations Commission, advised that their Chairperson, Calvin Christopher, looks forward to the commissions working together.

Council President Slavin thanked Mr. Henderson for his service to the community as a member and Chair of the Human Relations Commission.

Mr. Sudler moved to accept the 2015 Human Relations Commission Annual Report, seconded by Mr. Hare and unanimously carried.

COUNCIL COMMITTEE OF THE WHOLE REPORT - FEBRUARY 23, 2016

The Council Committee of the Whole Meeting was held on February 23, 2016, at 6:00 p.m., with Council President Slavin presiding. Members of Council present were Mr. Sudler, Mr. Neil, Mr. Cole, Mr. Hosfelt (departed at 6:09 p.m. and returned at 6:11 p.m.), Mr. Hare, and Mr. Hutchison. Mr. Anderson and Mr. Lewis were absent. Civilian members present for their Committee meetings were Mr. Blakeman and Mrs. Stewart (*Utility*), and Ms. Maucher (*Legislative, Finance, and Administration*). Mr. Shevock (*Legislative, Finance, and Administration*) was absent.

UTILITY COMMITTEE

The Utility Committee met with Chairman Hutchison presiding.

Energy Management Contract Extension and Integrated Resource Plan (IRP)

During the Regular Council meeting of November 23, 2015, Councilman Hutchison, Chair of the Utility Committee, requested that the Electric Department Integrated Resource Plan (IRP) Information Discussion be referred back to the Utility Committee for further discussion. The request was unanimously approved by City Council.

Mr. Kirk Betts, the City's Power Supply Attorney, Betts & Holt, LLP, advised members that The Energy Authority (TEA) had been handling the City's power supply management for nearly five (5) years and members must consider whether to authorize Mr. Betts and his firm to negotiate a three (3) year extension of the City's contract with TEA. Mr. Betts explained that additional services that the City had acquired through the employment of Mr. Harry Maloney, Electric Director, had reduced the level of costs that TEA had incurred in serving the City. As a result, preliminary discussions had been held about having TEA conduct and prepare an IRP for the City. Mr. Betts noted that an IRP had been discussed in the past in relation to changes in the PJM marketplace, as well as at the customer and consumer level. For example, he explained that for the first time in recent memory, in looking at power supply planning for the City, PJM was predicting no growth. This was not because the City was not growing but because there were substantial changes in the way energy is being used, such as significant changes in daily and overnight loads due to the impact of compact fluorescents and LEDs. Mr. Betts stated that an IRP would look at all of the changes in the marketplace, such as requirements for renewable energy growing to 20% and its effect on how energy is bought and used, as well as the potential introduction of batteries, which was moving at an accelerated rate, allowed a lot more renewables, and could also affect planning for the future. He stated that the idea would be to take into account what is happening on the consumer, generating, and PJM market sides when planning to see what would be the best proposal going forward for the City. He expressed the desire not to overstep by building a power plant that is too large or that does not have the right type of fuel for the future, noting that these are big decisions that incur a lot of liability over time.

Mr. Betts advised members that part of the transaction that had been proposed with TEA was to extend their contract to allow enough time to prepare an IRP and to see how viable the City's plant is going into the future and to consider the changes that were occurring.

Staff recommended that Mr. Kirk Betts, Betts & Holt LLP, be authorized to negotiate up to a three (3) year extension of the TEA agreement, but amended to adjust the monthly fee to reflect a modified scope of services, redefine the services, and to negotiate such other terms as may be in the best interest of the City of Dover for the extended term. The final negotiated extension will be brought back to the Utility Committee and City Council for consideration.

Noting that PJM was projecting no growth, Mr. Blakeman questioned if other financial forecasts or supplemental studies were available with the same findings.

Responding, Mr. Betts stated that, although he could not cite specifics, everything that he had been reading nationally supported these findings, with the exception of the deep South where there was much more population growth. The Northeast and Midwest showed relatively flat growth, again not because of population but because of the way energy was being used today. Mr. Betts indicated that most people are not projecting any significant growth and no new capacity requirements, other than those being seen in the shift between coal and natural gas. He stated that new appliances were using less energy and changes in lighting, which is a significant part of the City's daily load, were also contributing to the flatness. Mr. Betts explained that significant growth of 3% or 5% had always been counted on in designing plans for revenue purposes; however, this had not been happening over the past three (3) or four (4) years. He stated that originally it was felt that the decline had been caused by the recession; however, a far greater movement was actually happening. This type of information was coming from consulting firms and the press all over.

Mr. Blakeman stated that historically when electric service prices went down, the demand went up. He noted that the current drop in fuel prices should result in decreases in electric charges, which historically had increased sales. Responding, Mr. Betts stated that houses being built today have different insulation standards, window standards, types of manufactured pipes, and heating systems, whether they have electric furnaces, heat pumps, or gas furnaces. For example, he informed members that he worked with a facility that just installed a heat pump that goes down to 28 degrees before kicking into emergency power, noting that this used to be closer to 40 or 45 degrees, which makes a big difference in terms of how load is managed. Mr. Betts felt that the flatness and some of the reductions were the result of movement toward more saturation of those changes and was not money-driven any more.

Mr. Blakeman acknowledged this transition; however, he stated the desire for confirmation so as not to rely on just one (1) report to make a decision, suggesting possibly State-wide and regional economic forecasts for the next 10 years. Responding, Mr. Betts stated his belief that the IRP would try to integrate this type of information so that planning is done properly and efficiently by considering what is happening, as opposed to what the City would like to do, and developing the best recommendation from there.

In response to Mr. Hutchison as to whether the City had ever done an IRP in the past, Mr. Betts explained that the City had done power supply planning, which is the supply and generating side, as opposed to a fully integrated look.

Mr. Neil questioned how this might help the City to drop its commercial rates to keep its commercial customers happy. Responding, Mr. Betts explained that this would not be a rate study, such as that conducted by Burns & McDonnell that looks at the cost of service for each type of customer, loads, voltages used, and where they take delivery. The IRP is a different type of study that would be valuable in helping customers by looking at trends, such as whether there is growth in the residential sector, reductions in the commercial or industrial sectors, and how energy is used.

This would allow the City to properly plan going forward and prevent it from stepping into a power supply service plan that does not serve its customers well financially. As an example, Mr. Betts recalled standing in the Council Chambers before Calpine built its plant when it was being said that the City needed to build a new plant. Had the City entered into a brand new type of construction for the size plant that it would be allowed to build with the tax laws, etc., he felt it would probably have been a relatively inefficient plant, causing its customers to pay significant amounts of money well into the future for something that would be essentially obsolete. Mr. Betts advised members that an IRP would help avoid the mistakes of doing something before having the information on what should be done, explaining that there would be several steps to the process. Data would be collected about the marketplace and customers and what is happening with power supply around the City and with customers. It would then be looked at to determine the best way to serve customers and provide supply at the least cost going forward, considering regulatory changes and the influence of the renewable resources, potentially including batteries and solar-run homes. Mr. Betts noted that this would be a way to get the right answers but it could not be promised that it would fix commercial customers' rates. The IRP process would provide assurances that the City would not end up making a mistake that results in higher than necessary charges.

Ms. Stewart questioned if the IRP would take into consideration the needs of other members of the Delaware Municipal Energy Corporation (DEMEC) and other municipalities and how they do their purchasing with the increasing renewable requirements. She asked if there was any chance for economies of scale working with other municipalities. Responding, Mr. Betts stated that the first question would be what the issues are in the City's own service territory and the second would be to bring TEA into this, since TEA works with a large variety of municipal utilities and is probably the largest of any of the consulting firms that performs this type of work. Mr. Betts indicated that the City was counting on TEA to bring their institutional knowledge to the City's table and apply that knowledge, as they do with their monthly reports, so that the City would not be trying to recreate the wheel. He felt that economies of scale could be seen by using TEA. Mr. Betts noted an additional economy in that TEA knows the City's loads well after working with the City and managing its load, and would bring an instantaneous data resource that another entity would have to build. As for whether a DEMEC type of approach would work, Mr. Betts stated his understanding that DEMEC had done its own studies collectively and was willing to provide information to the City as to the City's relationship with DEMEC, and this would be an information resource that TEA would use.

Mr. Hare questioned if the IRP would advise members whether the City should be in or out of the power business or build a new plant. Responding, Mr. Betts stated that an IRP is not generally about whether or not to be in power supply but provides data and the information that leads to making a decision about whether or not to do this. The intent of the study would not be to make a decision or make a recommendation one way or another.

In regard to Mr. Hare's question as to whether TEA was the best entity to do this, Mr. Betts expressed his opinion that it was. Noting his and staff's desire to be competitive about what the City does, Mr. Betts stated that there was a question of timeliness since TEA's contract would expire in six (6) months or less. In addition, he indicated that there was money left on the table because of Mr. Maloney's presence and the integration of the work that Mr. Maloney had done at the power plant. This was money that had not been spent, and TEA agreed it should applied to the City's contract in a different way. Mr. Betts felt there was an opportunity to extract that value through the IRP and stated he would hate to see the City lose the value of the money on the table with TEA by getting another firm. Mr. Betts encouraged members to look at this seriously because there was a value that could be negotiated to not only get a study but a lower rate because of the presence of Mr. Maloney and his power plant experience. He felt these two (2) factors made it worth looking at TEA's services rather than going out to bid.

In response to Mr. Hare, Mr. Betts confirmed that TEA is experienced in doing IRPs, noting that his firm had reviewed their IRPs and found them reasonable.

Noting that Mr. Betts would be compensated, Mr. Blakeman asked if there was a range of compensation for the study. Responding, Mr. Koenig stated that Mr. Betts is paid through an hourly rate and his compensation is identified as a line item under legal expenses in the Electric budget. He indicated that he did not bring those numbers with him tonight; however, they were basically the same as his services had been in the past. Mr. Koenig advised members that Mr. Betts is paid well but the City has high expectations, stating his belief that $100,000 was identified for legal-related expenses for the Electric Fund and this would fall into that category.

Responding to Mr. Hare, Mr. Koenig stated that the anticipated range for the value of an IRP was estimated at between $100,000 and $200,000.

Mr. Betts stated that his firm had kept its fees at the same level for almost 15 years, and would challenge anybody else to do so. He estimated that it would probably take no more than 20 hours to negotiate this contract, noting that there was already a form of the contract and the concepts had been discussed with TEA. Mr. Betts noted that Betts & Holt had raised the question of pulling the value of Mr. Maloney's work out of the contract, since it essentially involved doing what TEA's engineer used to have to do, and Betts and Holt had already started in many ways pulling the value together for the City in order to be able to negotiate. He did not believe that the amount would be protracted, estimating the cost at less than $10,000 to negotiate this and probably even much less than that to pull the contract all the way through. Mr. Betss indicated that the money for this service was already in the existing contract because Mr. Maloney had saved the City approximately $100,000 of value by taking over parts of the contract. The goal was to pull this out of the existing contract and roll it into an IRP; therefore, $100,000 had already been paid. Mr. Betts indicated that the estimated value was $178,000; however, Betts & Holt was working on obtaining the IRP at no additional cost to the City.

The Committee recommended approval of staff's recommendation that Mr. Kirk Betts be authorized to negotiate up to a three (3) year extension of The Energy Authority (TEA) agreement, amended to adjust the monthly fee to reflect a modified scope of services, redefine the services, and to negotiate such other terms as may be in the best interest of the City of Dover for the extended term. The final negotiated extension will be brought back to the Utility Committee and City Council for consideration.

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

Annexation Request - 1102 South State Street, Owned by Capitol Cleaners and Launderers, Inc.

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed a Petition to Annex and Rezone Property located at 1102 South State Street consisting of 6,331 S.F.$^{+/-}$ and owned by Capitol Cleaners & Launderers, Inc. She explained that this is a developed property located across from the Carroll's Corner Shopping Center in the City's Category 1 high priority annexation area with a proposed zoning classification of C-2A, Limited Central Commercial. Mrs. Townshend advised members that the property line goes through the building, and the front portion of the building is on the property proposed for annexation. The remainder of the building on the rear property has a different owner and is not proposed for annexation. Mrs. Townshend indicated that the subject property currently is served by City of Dover electric and water utilities. The property owner wishes to extend sanitary sewer service to the property, which is available from the neighboring property, and the property owner is working with the owner to the north to get easements in place to extend the sewer service. Mrs. Townshend indicated that staff was supportive of the annexation because the property is located in the City's high priority annexation area and the City has the capacity to provide utility services.

Staff recommended proceeding with the annexation.

The Committee recommended approval of staff's recommendation.

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

LEGISLATIVE, FINANCE AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee met with Chairman Hare presiding.

Proposed Ordinance #2016-11 Amending Chapter 102 - Taxation, Article VI - Exemptions; Board of Assessments Appeals, Section 102-182 - Authority to Exempt Real Property from Taxation

Mr. Scott Koenig, City Manager, advised members that he was present on behalf of Mrs. Cheryl Bundek, Tax Assessor, to discuss administrative issues related to delinquent taxes. He noted that the City had a substantial delinquent tax list and he and Mrs. Bundek and Mrs. Ann Marie Townshend, Director of Planning and Community Development, met with Mr. William Pepper, Deputy City Solicitor, last fall to discuss ways to help reduce this outstanding balance. It was found that there had been a number of subdivisions with Limited Liability Corporations (LLCs) that were disbanded or developers who went defunct during development.

Mr. Koenig explained that there were areas of community or private open space in the City that had never been dedicated to homeowners' associations (HOAs) and were currently on the City's tax rolls. Staff was looking for a path forward to make these properties tax-exempt, which would have occurred had the developers followed through with dedicating them to the HOAs. Mr. Koenig advised members that Proposed Ordinance #2016-11, amending Sec. 202-182, included language that Mrs. Bundek and Mr. Pepper had provided that stated, "The City Assessor shall be empowered to grant tax exemption to and waive delinquent taxes on real property which has been required by the City of Dover to be set aside for public parkland or open space once the subdivision/phase of subdivision has reached 80% completion and/or street dedication, whichever occurs first, in concurrence with the City Manager. Any outstanding penalty or interest incurred as a result of unpaid taxes on said property shall be forgiven."

Mr. Koenig stated that this amendment would provide an administrative path going forward to forgive delinquent taxes on these types of properties. Referring to the "Open Space Delinquent Accounts" report, he advised members that the ordinance would relate to properties in Westover and Heatherfield East, a small joint venture in Fox Meadows, as well as property owned by Robino-Sea Chase, LLC, with a total of just under $42,000 in outstanding taxes on these properties. With the adoption of this ordinance, these taxes could be wiped clean, the delinquent tax burden on the City of Dover could be reduced, and there would be an administrative remedy to take care of this problem in the future. Mr. Koenig stated that staff considered this to be an administrative clean-up of a longstanding problem.

Mr. Neil stated his understanding that this land was supposed to be parkland or used for recreation and questioned if it was being used for this purpose. Responding, Mr. Koenig stated, for example, that in the early 1990's, a planned neighborhood design was completed for the Village of Westover which required a substantial amount of open space. This encompassed an estimated 20 plus acres of private open space that included walking paths, stormwater management ponds, and buffer areas between subdivisions that was intended to be dedicated to the HOA. Because the developer went bankrupt at some point, several pieces of the private open space were never turned over by deed to the HOA. Mr. Koenig stated his belief that the HOA

was mowing the grass and cleaning up the trash; however, they felt they had no responsibility for associated taxes, noting that private open space is exempt from taxes once turned over to the HOA. The Proposed Ordinance would not resolve the issue of actual ownership by deed but would resolve the associated delinquent tax issue. Mr. Koenig stated his belief that Heatherfield East had a small area of private open space that was less than one (1) acre, and other open spaces were very small residual pieces of land that may have trees but no associated maintenance. The Stoney Creek land included the stormwater management pond area. He informed members that these were pieces of land that cannot be built on by the ordinance or the plat of the subdivision and were just sitting and being taxed, indicating that this was a ghosting of taxes.

Responding to Mr. Neil, Mr. Koenig stated that the communities or associated properties were maintaining these areas but not paying taxes on them.

In response to Ms. Maucher as to whether the provided list included all of the properties that would fall under this exemption, Mr. Koenig stated that these were all the properties that would currently qualify. By adopting this ordinance, these properties would be wiped off the list. If a new subdivision started construction and met the criteria for the property to become tax exempt, this could be done administratively from this point forward with the adoption of the ordinance.

Responding to Ms. Maucher, Mr. Koenig confirmed that when a subdivision is built, it is private property owned by the developer who is responsible for taxes on the open space until such time as it is moved to the HOA. For example, he stated that if a new 40-lot subdivision had five (5) acres of private open space that included stormwater management ponds and park areas, staff would recommend that it stay taxable until the developer reaches 80% completion or turns the development over to the HOA. The developer would have a financial reason to want to progress in the development of the community since they have to pay taxes for the raw land. If the developer did not have to pay for the private open space, he would only be paying for platted lots, and the City wants to compel completion as soon as possible. Mr. Koenig noted that roads and utilities are not dedicated until a subdivision is about 80% complete under most circumstances. Staff's intent was to try to tie the tax exemption to the time when the utilities and roads would typically be dedicated to the City of Dover.

Ms. Maucher expressed concern that writing in the possibility for an exemption for forgiveness would encourage the developer not to pay because that exemption exists. In response, Mr. Koenig indicated that the exemption only exists from an administrative standpoint. If the developer did not pay on open space for which he had been carrying multiple years of delinquent property taxes, when he went to dedicate the infrastructure the City would require payment of all the back property taxes. He assured members that the City has a collection method as long as the developer stays a viable entity.

Staff recommended adoption of Proposed Ordinance #2016-11.

The Committee recommended adoption of Proposed Ordinance #2016-11 Amending Chapter 102 - Taxation, Article VI - Exemptions; Board of Assessment Appeals, Section 102-182 - Authority to Exempt Real Property from Taxation.

By consent agenda, Mr. Lewis moved for approval of the Committee's recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Sudler absent). *(The First Reading of the ordinance will take place during the latter part of the meeting).*

Acknowledgment of Freedom of Information Act (FOIA) Violations - Dover Youth Advisory Committee

Mr. Hare stated, for the record, that there had been Freedom of Information Act (FOIA) violations by the Youth Advisory Committee.

Mr. Slavin informed members that the City had self-reported these FOIA violations in the past.

During the Council meeting, Mr. Hare, Chair of the Committee, advised that there have been three (3) Freedom of Information Action (FOIA) violations related to the Youth Advisory Committee. He stated the need for the Committee to ensure that they provide the minutes of its meetings. Mr. Hare suggested that if the minutes are not received, they should discuss what they will do moving forward, noting that they cannot have a committee that cannot provide its minutes.

Mr. Sudler asked who was responsible for taking the minutes. Responding, Mr. Anderson, liaison member of the Committee, advised that a member of the Youth Advisory Committee is the secretary.

Noting that City staff prepares minutes for the Human Relations Commission, Mr. Sudler asked if the City should offer the same consideration to the Youth Advisory Committee. Responding, Council President Slavin stated that it was his understanding that when the Youth Advisory Committee was established, it was incumbent upon them to create their own minutes.

Mr. Hare noted that the Committee has been provided a recording device and tapes to record the meetings. Mr. Anderson stated that the City Clerk's Office was in possession of the recordings. He stated that he had some suggestions for improvements that he would like to take to the Committee of the Whole, such as making amendments and recruiting an adult member responsible for recording the meetings.

Responding to Council President Slavin, Mrs. Traci McDowell, City Clerk, stated that, to her knowledge, the Clerk's Office had not received the recordings for the Youth Advisory Committee meetings.

Council President Slavin advised that his rule is that the City has no violations of FOIA as a body, nor our Committees nor our Commissions. It is not something that we tolerate. He stated that he appreciated the concerns that Councilman Hare raised and that he thought they needed to set a date by which we get these recordings. Council President Slavin stated that we either have a Committee that is going to play by the rules of government or we make a decision going forward.

Mr. Cole agreed and suggested a 30 day progress report on the meeting minutes.

Mr. Hare noted that a Youth Advisory Committee meeting was coming up requested that those minutes be included in the packet for the next Council meeting.

Mr. Cole moved to have a progress report on the Youth Advisory Committee's reporting of their minutes at the second Council meeting in April. The motion was seconded by Mr. Sudler and unanimously carried.

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

MONTHLY REPORTS - JANUARY 2016

By motion of Mr. Lewis, seconded by Mr. Cole, the following monthly reports were accepted by consent agenda:

City Assessor's Report
City Manager's Report
City Planner's Report
Controller/Treasurer's Budget Report
Economic Development Office Report
Fire Chief's Report

Referring to the Police Chief's Report, Mr. Hosfelt stated that he reviewed the report and appreciated all of the effort that went into it. He noted that the traffic arrest numbers were up and traffic crashes were down. Mr. Hosfelt stated that he had some concerns with the fact that the complaint numbers for burglaries and robberies were up and requested Chief Bernat to provide an explanation.

Police Chief Paul Bernat explained that the overall complaints were increased by 631 compared to the same time last year. He noted that an officer was receiving death threats; therefore, every two (2) hours officers were going out and checking his residence. Chief Bernat advised that checking every two (2) hours in a 24 hour day is 12 times a day for 31 days, which equals 372 extra complaints. He stated that the additional 259 were due to an uptick in several things, such as burglaries, which are at 31 for the first quarter compared with 81 total burglaries last year. Chief Bernat advised that they have solved 22 of the burglaries, which is an extraordinary clearance rate of 71%.

Chief Bernat stated that there have been 17 robberies, compared with 50 last year, and 12 have been cleared, at a rate of 71%. Additionally, there have been eight (8) shootings and two (2) have been cleared, at a rate of 25%. Chief Bernat noted that, of those eight (8), only four (4) victims were cooperative.

Responding to Mr. Neil, Chief Bernat stated that the increases are definitely related to drugs, noting that marijuana is up over 100%, cocaine is up 185%, and heroin is up 875%.

Mr. Sudler asked if Chief Bernat had met with the Dover Elks Lodge yet. Chief Bernat advised that they reached out to them but were having difficulty finding the management.

Mr. Hosfelt moved to accept the Police Chief's Monthly Report for January 2016. The motion was seconded by Mr. Neil and unanimously carried.

SETTING OF PROPERTY ASSESSMENT APPEALS

Staff recommended that the 2016 Property Assessment Appeals be scheduled for May 23, 2016 through May 27, 2016 from 9:00 a.m. until 4:00 p.m.; May 31, 2016 through June 3, 2016 from 9:00 a.m. until 4:00 p.m.; and one (1) evening (if needed). Members were advised that the hearing times are subject to change.

Mr. Neil moved for approval of the dates and times recommended by staff for the 2016 Property Assessment Appeals, seconded by Mr. Hare and unanimously carried.

EVALUATION OF BIDS - ANIMAL BOARDING SERVICES AGREEMENT

Mr. Scott Koenig, City Manager, advised that the City of Dover Police Department was notified in December that the Kent County SPCA, operating as the First State Animal Shelter and SPCA, would no longer accept animals as of December 31, 2015 and the City was given 30 days to find an acceptable alternative. Mr. Koenig stated that, based on that correspondence, staff initiated conversations with both the Office of Animal Welfare at the State level and the Chester County SPCA, which is the statewide vendor for animal housing and control. The statewide contract was issued through a Request for Proposals (RFP) that was part of the State bidding process. Because the City of Dover has its own animal control program, the City was included in that contract. Mr. Koenig advised that staff did not anticipate the First State Animal Shelter going out of business. He noted that they have changed their business model to more of a boarding and doggy day care facility going forward and will no longer have a role in the sheltering of animals that are picked up under the animal control program.

Mr. Koenig advised that staff had a telephone conference with Mr. Adam Lamb, Director, Chester County SPCA and, based on that conversation, the City entered into a 90-day contract for animal holding services. He stated that the contract will expire on March 31, 2016 and he proposed an extension of the contract through June 30, 2017 to allow time to develop a long-term solution for animal boarding services. Mr. Koenig advised that there are several options available, including bidding with the next round of State contracts for this service or another vending arrangement.

Mr. Koenig stated that the estimated amount of the contract is $5,000 a month, which will be paid from the existing budget. He noted that the monthly fee for animal boarding services has been included in the draft budget, estimating the housing of 200 animals per year. Mr. Koenig advised that the numbers are being refined by the City's animal control officer because the actual numbers are in the 160 to 170 range, which affects potential pricing going forward.

Staff recommended authorizing the City Manager to complete negotiations and execute a contract with the Chester County SPCA for a contract period of April 1, 2016 through June 30, 2017 at a target price of $5,000 per month for animal boarding services referenced in the draft agreement.

Responding to Mr. Lewis, Mr. Koenig stated that the only other contractor he talked to was the board president of the First State Animal Shelter and SPCA. He noted that other vendors were not called because, based on his discussions with the animal control officer and members of the Police Department, the Chester County SPCA is the only vendor in the state. Mr. Koenig advised that the Action Form should have indicated that they were the sole vendor.

Mr. Hare asked who Kent County uses for animal boarding services. Mr. Koenig stated that they use the Chester County SPCA, the statewide vendor for these services. He advised that the services were taken over by the State of Delaware and Kent County pays Chester County directly because they were part of the statewide bidding of services.

Responding to Mr. Hare, Mr. Koenig stated that, to his knowledge, Dover and Wilmington are the only two (2) municipalities that have their own animal control program. Mr. Hare suggested consideration be given to letting the County or State provide this service for the City of Dover, noting that residents pay County taxes for this service. Mr. Koenig stated that it could be considered; however, there are a lot of intricacies to this issue.

Mr. Anderson asked how long it would take to evaluate the option to let the County provide this service for the City. Responding, Mr. Koenig stated that it could be considered when the statewide contract is up for renewal. He noted that the City's animal control officer has a good relationship with the community because he is good about getting the animals back to their owners. Mr. Koenig advised that there have been complaints that animals taken to the Chester County SPCA are not kept long enough to provide an opportunity for recovery by the owners.

Responding to Mr. Lewis, Mr. Koenig stated that, although it is called Chester County SPCA, the animals are actually taken to the Animal Inn in Smyrna, Delaware.

Mr. Hosfelt asked how much the City of Wilmington pays per year for this service. Police Chief Paul Bernat indicated that the City of Wilmington pays $50,000 per month, or $600,000 per year.

Responding to Mr. Neil, Mr. Koenig stated that he did not think they had an option for the next year and that extending this contract was the option the City needed to take for this year to evaluate the best method going forward.

Mr. Hare asked if the pet owner had to pay a fee to get their animal back. Mr. Koenig advised that he thought there were fees. He reiterated that the City's animal control officer makes every attempt to return the animal. Mr. Koenig stated that if the dog has a microchip, the officer can obtain the name and location of that animal and try to return the animal to the residence.

Mr. Neil moved for approval of Staff's recommendation to authorize the City Manager to complete negotiations and execute a contract with the Chester County SPCA for a contract period of April 1, 2016 through June 30, 2017 at a target price of $5,000 per month for animal boarding services referenced in the draft agreement. The motion was seconded by Mr. Hutchison and carried by a roll call vote of seven (7) yes (Sudler, Neil, Cole, Hosfelt, Hare, Hutchison, and Slavin) and two (2) no (Anderson and Lewis).

APPOINTMENT RECOMMENDED BY MAYOR CHRISTIANSEN - DOWNTOWN DOVER PARTNERSHIP BOARD OF DIRECTORS - WENDIE VESTFALL (TO FILL THE UNEXPIRED TERM OF CINDY SMALL - DOWNTOWN CULTURAL ARTS REPRESENTATIVE - TERM TO EXPIRE MAY 2018)

Mayor Christiansen recommended the appointment of Wendie Vestfall to serve on the Downtown Dover Partnership Board of Directors for a term to expire May 2018 (to fill the unexpired term of Cindy Small).

By consent agenda, Mr. Lewis moved for approval of the appointment of Wendie Vestfall, as recommended by Mayor Christiansen. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Sudler absent).

FIRST READING - PROPOSED ORDINANCE #2016-11

Council President Slavin reminded the public that copies of the Proposed Ordinance are available at the entrance of the Council Chambers or can be obtained from the City Clerk's Office. Final action by Council on the Proposed Ordinance will take place during the Council Meeting of March 28, 2016.

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 #2016-11 AMENDING CHAPTER 102 - TAXATION, ARTICLE VI - EXEMPTIONS; BOARD OF ASSESSMENT APPEALS, SECTION 102-182 - AUTHORITY TO EXEMPT REAL PROPERTY FROM TAXATION
  (*Legislative, Finance, and Administration Committee*)

ANNEXATION/REZONING REQUEST/FIRST READING OF PROPOSED ORDINANCE #2016-12 - PROPERTIES LOCATED AT 1411 SOUTH GOVERNORS AVENUE AND 1417 SOUTH GOVERNORS AVENUE, OWNED BY HEARTLAND DELAWARE, INC.

A request was received for annexation and rezoning of properties located at 1411 South Governors Avenue, consisting of $0.2158^{+/-}$ acres (Parcel C) and 1417 South Governors Avenue, consisting of $0.4497^{+/-}$ acres (Parcel D), owned by Heartland Delaware, Inc. These properties are currently zoned BG - General Business District (Kent County zoning classification) and the proposed zoning is C-4 - Highway Commercial (City of Dover zoning classification). Staff recommended that the request be referred to the Utility Committee on March 29, 2016; the Planning Commission on April 18, 2016; and that a public hearing be set for May 9, 2016 at 7:30 p.m. (Tax Parcels: ED-00-086.09-01-21.00-000 (Parcel C) and ED-00-086.09-01-22.00-000 (Parcel D); Planning Reference: AX-16-02).

Mr. Hare moved for referral, as recommended, seconded by Mr. Neil and unanimously carried.

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 #2016-12 AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTIES LOCATED AT 1411 AND 1417 SOUTH GOVERNORS AVENUE

ANNEXATION/REZONING REQUEST/FIRST READING OF PROPOSED ORDINANCE #2016-13 - PROPERTY LOCATED ADJACENT TO STATE ROUTE 1 AND SURROUNDING THE INTERSECTION OF LEIPSIC ROAD AND PERSIMMON TREE LANE (THREE (3) UNADDRESSED LOTS OF A SINGLE PARCEL) AND PROPERTY LOCATED AT 1229 PERSIMMON TREE LANE, OWNED BY DOVER INTERNATIONAL SPEEDWAY, INC.

A request was received for annexation and rezoning of property located adjacent to State Route 1 and surrounding the intersection of Leipsic Road and Persimmon Tree Lane (three (3) unaddressed lots of a single parcel), consisting of $5.67^{+/-}$ acres (Lot 8), $10.21^{+/-}$ acres (Lot 9), and $13.69^{+/-}$ acres (Lot 10A) and property located at 1229 Persimmon Tree Lane, consisting of $228.86^{+/-}$ acres (Lot 18), owned by Dover International Speedway, Inc. These properties are currently zoned AR - Agricultural Residential (Kent County zoning classification) and the proposed zoning is RC - Recreational and Commercial (City of Dover zoning classification). (Tax Parcels: LC-00-058.00-01-29.00-000 (Lots 8, 9, and 10A) and LC-00-058.00-01-02.00-000 (Lot 18); Planning Reference: AX-16-03).

Mr. Hare moved for referral, as recommended, seconded by Mr. Neil and unanimously carried.

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 #2016-13 AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF THREE (3) UNADDRESSED LOTS OF A SINGLE PARCEL OF PROPERTY LOCATED ADJACENT TO STATE ROUTE 1 AND SURROUNDING THE INTERSECTION OF LEIPSIC ROAD AND PERSIMMON TREE LANE, AND PROPERTY LOCATED AT 1229 PERSIMMON TREE LANE

FINAL READING - PROPOSED ORDINANCE #2016-07

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of February 22, 2016. Council President Slavin reminded members of the public that copies of the Proposed Ordinance were available at the entrance of the Council Chambers.

Mr. Hutchison moved that the Final Reading of the Proposed Ordinance be acknowledged by title only, seconded by Mr. Hosfelt and unanimously carried.

Mr. Scott Koenig, City Manager, advised that the budget amendment includes all of the known revenue adjustments for this budget year; it includes the audited carry forward balances and project balances to true up the FY '16 budget for the general fund; and it includes some adjustments to items such as transfer tax revenue, which are coming in higher than anticipated. Mr. Koenig stated that all of the Fraternal Order of Police (FOP) contract language, as well as the Dover Organization of Employees (DOE) contract language, is included.

By motion of Mr. Hare, seconded by Mr. Hutchison, Council, by a unanimous roll call vote, adopted Ordinance #2016-07 *(Exhibit #2)*.

CITY MANAGER'S ANNOUNCEMENTS

Mr. Scott Koenig, City Manager, stated that staff is continuing to work on the collection of revenues related to utility billing and trying to emphasize the need for the City's customers to get within the 21-day payment window. He also advised that staff is beginning work on the delinquent tax balances and the correlation with rental permit licenses and the implementation of the Clean Hands ordinances. Mr. Koenig advised that a number of properties have been scheduled for monition sales.

Mr. Koenig reminded members of the Proposed Ordinance that will allow the City to write off some uncollectible open space tax delinquencies, which will provide a more realistic value of expected collections. He noted that other staff members are cross checking transactions with some of the customers to ensure money is being collected. Mr. Koenig stated that this has been an important issue due to the backlog of delinquency and staff is making progress in this area and will continue to do so.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Neil reminded members that, recently, the City of Dover received some very negative publicity in the newspapers from a youth soccer organization which raised some questions in his mind, such as how many of these young people who are involved in the program are actually from the City of Dover. Mr. Neil stated that he requested Mrs. Ann Marie Townshend, Director of Planning and Community Development, to request the information by notarized list of addresses. He was also concerned with the monies that were collected by, presumably, a nonprofit or not for profit organization. Mr. Neil stated that he would like to see how that money basically was disbursed to determine whether the City was getting a fair return on the use of the fields or if the fields were too expensive.

Mr. Neil advised that, since that time, all members of Council received a letter from the Dover YMCA expressing the fact that the use of those same fields has enabled them to expand their program, and they were very highly complimentary. He stated that he is very disturbed because the letter from the YMCA will not get the same publicity as the original story from the people who complained. Mr. Neil asked if Mrs. Townshend had heard from them yet. Responding, Mrs. Townshend advised that she had sent the request but had not received the information yet.

Mr. Anderson announced that the City of Dover lost a great advocate for cost containment with the recent passing of Gregory Mazzotta.

Mr. Lewis wished his constituents and the residents of the City of Dover a happy Easter and St. Patrick's day.

Mr. Hare moved for adjournment, seconded by Mr. Lewis and unanimously carried.

Meeting adjourned at 9:25 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of March 14, 2016, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM
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Exhibits
Exhibit #1 - Presentation - PLAN4Health
Exhibit #2 - Ordinance #2016-07 - Second Budget Amendment for Fiscal Year 2015/2016

Plan4Health for Dover and Kent County

Delaware
PLAN4Health
An American Planning Association Project

About Plan4Health

PLAN4Health
An American Planning Association Project

- Centers for Disease Control and Prevention (CDC)-funded partnership with American Planning Association and the American Public Health Association
- $2.25 million in funding to 17 new local coalitions around the United States through its Plan4Health initiative
- Funding aimed to combat two determinants of chronic disease—lack of physical activity and lack of access to nutritious foods
- Local and state coalitions working to advance public health through better planning and partnerships, specifically through leveraging skills and evidence-based strategies

Delaware
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An American Planning Association Project

Award to Delaware Chapters of APA and APHA









Leadership Team

- David Edgell, AICP, Delaware Office of State Planning Coordination
- Michelle Eichinger, MS, MPA, Designing4Health
- Tim Gibbs, MPH, Delaware Public Health Association
- Mary Ellen Gray, AICP, Kent County Division of Planning
- Patti Miller, MPP, Nemours Children's Health System / DE HEAL
- Bill Swiatek, AICP, Wilmington Area Planning Council
- Ann Marie Townshend, AICP, City of Dover Planning

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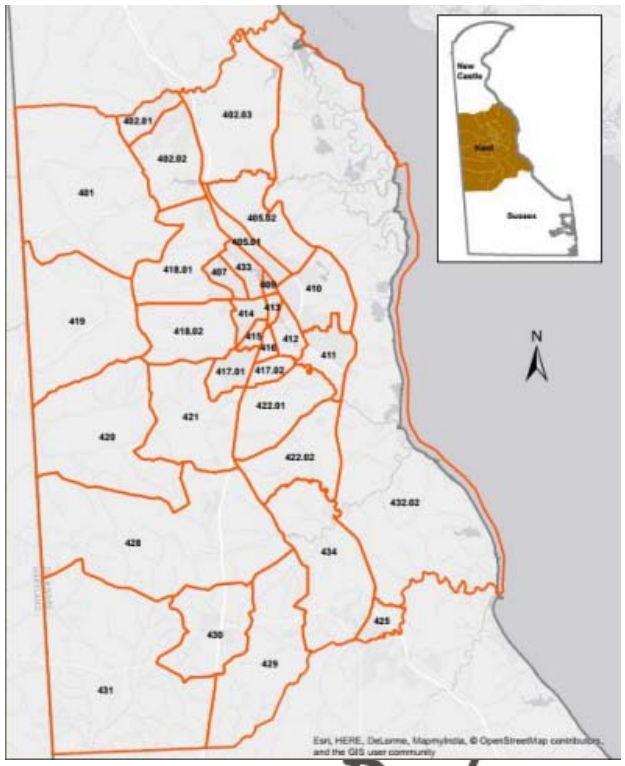
Focus Area: City of Dover and Kent County

- Chronic disease associated with lack of physical activity and unhealthy diet is a nationwide issue.
- We had to select an area within the State to focus on.
- Kent County was selected because
  - Diverse population
  - Data indicates some health disparities that could be attributed to the two main grant criteria (physical activity, healthy diet)
  - Strong local government planning processes (Dover, Kent County, towns)
  - APA members active in planning for local governments
  - Desire to help Kent County residents be the healthiest in Delaware!

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Focus Area: City of Dover and Kent County

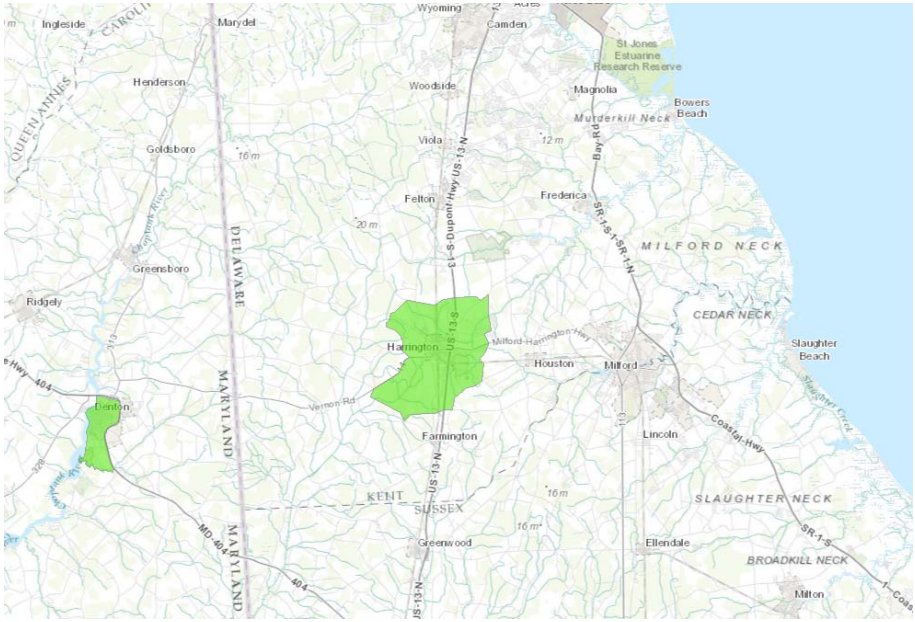
- Rationale
  - County with highest adult obesity rate (34.1%)
  - Obesity is a result of poor diet and/or limited physical activity; contributes to heart disease, diabetes, stroke, hypertension, and some cancers
  - Total unemployment at 6.9% (6.1% DE and 5.0% US)
  - Nearly 13% of the population live below the Federal Poverty Line (11.7% DE and 15.4% US)



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Focus Area: City of Dover and Kent County

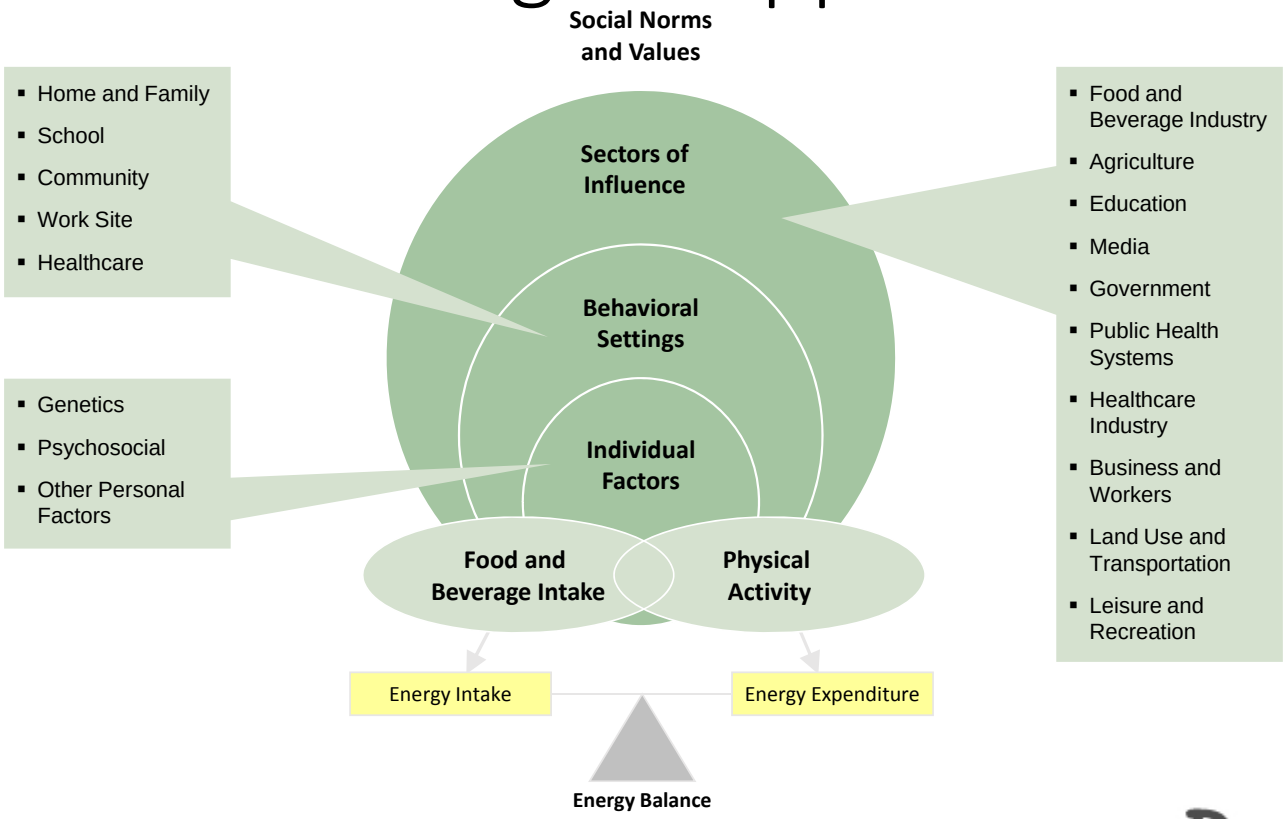
- Built Environment
  - The environment is a predictor of healthy eating and physical activity
  - Kent County is home to a handful of USDA-defined Food Deserts—in Clayton, Wyoming, Viola, and Harrington.
  - Kent County's 85.8 miles of on-and-off-road trails are the fewest per county in the state (New Castle County has 382 miles of trails and Sussex County has 180 trail miles)



USDA-Defined Food Desert: Harrington

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The Socio-Ecological Approach



Note: Adapted from *"Preventing Childhood Obesity."* Institute of Medicine, 2005.

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Delaware Plan4Health Project





- Implement a systems change approach in how comprehensive plans are updated

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Delaware Plan4Health Project



- Create a model to ensure health and equity are integrated in planning for communities statewide. The model will address opportunities for:
  - Physical activity by increasing access to parks and recreation facilities and improving sidewalk/bicycle connectivity and infrastructure
  - Healthy eating by increasing accessibility, affordability and availability of healthy foods
  - Improved land use patterns and urban design to facilitate the above



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Project Strategies

1. Enhance existing organizational capacity to implement and monitor Plan4Health grant activities
2. Establish a comprehensive communications and information dissemination plan for Plan4Health working group, interested stakeholders and the general public
3. Conduct health and equity assessments focusing on policy, systems, and environmental factors through the resident input, land use design and policy analysis, and health risk data
4. Conduct planning and design charrettes in two representative communities in the Dover and Kent County
5. Establish a comprehensive design and policy guidance that includes community design, land use planning, active living and food security in community settings

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Project Phases

- Phase 1: Data Collection and Analysis
  - Household survey and health equity assessments on land uses and policies
  - Oversampling in few ZIP codes
- Phase 2: Planning Charrettes
  - Two charrettes



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Project Phases

- Phase 3: Charrettes and Analysis Synthesis
  - Guidance document for the City of Dover and Kent County
  - Planning and policy priorities
  - Design renderings
- Phase 4: Information Dissemination
  - Social Media
  - Publications, including Delaware Public Health Journal
  - Presentations
  - www.deplan4health.org



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Phase 1: Data Collection and Analysis

- Household phone survey
  - Health status
  - Behavioral Patterns
  - Environmental Determinants
    - Safety
    - Transportation
    - Food Security
    - Parks and Recreation
- Health Equity Assessment
  - Planning policies
  - Land Uses
  - Food Environment
  - Physical Activity Opportunities

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Phase 2: Planning Charrettes

- Identify two areas to focus on planning charrettes based on data analyses
  - Within the City of Dover
  - Within Kent County, outside of Dover
- Present preliminary health equity data findings and maps
- Community exercise to identify priorities around:
  - Active transportation
  - Active Recreation
  - Food Access
- Design Guidance
- Model practices and policies

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Phase 3: Charrettes and Analysis Synthesis

- Guidance document for the City of Dover and Kent County
- Planning and policy priorities
- Design renderings
- Recommendations for communities that participate in charrettes

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Phase 4: Information Dissemination

- Social Media/Internet
  - www.deplan4health.org
  - Twitter: @deplan4health
  - Instragram:
  - Facebook:
- Publications
  - Delaware Journal of Public Health
  - American Planning Association
- Presentations

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An American Planning Association Project

Project Outcomes

- Guidance Toolkit for City of Dover and Kent County Comprehensive Plan Updates
- Recommendations for local communities that participate in charrettes
- Model in integrating health and equity in comprehensive plans

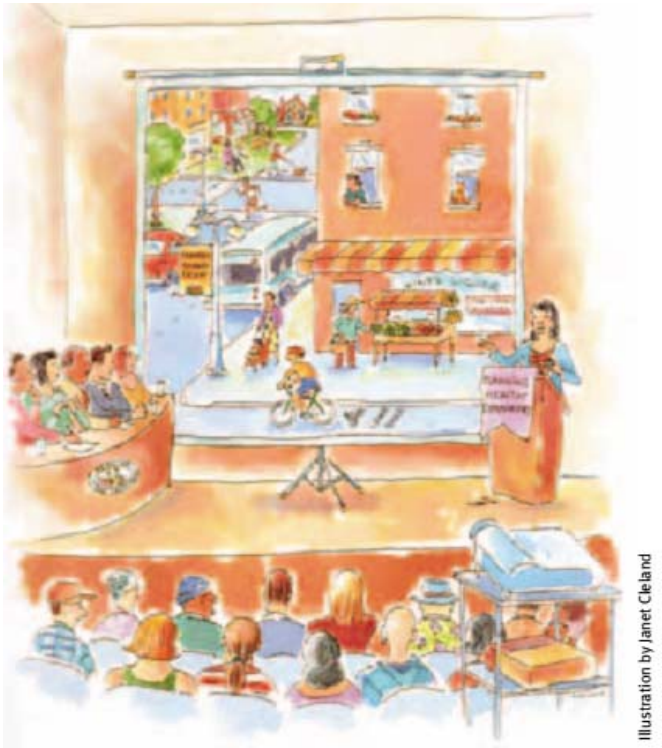




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Next Steps…

- Administer community survey
- Health equity assessment of land uses and policies
- Identify priority areas in Dover and Kent County



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Save the Date!

Delaware Plan4Health Health Equity Presentation

Wednesday May 4, 2016

Dover – exact time and location TBD

Agenda: review results of survey, mapping, data analysis and health equity report for Kent County. This event will kick off the process of selecting representative communities in Dover and Kent County for detailed planning studies (aka “charrettes”)

Delaware PLAN4Health
An American Planning Association Project

Contact Information

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Phone: (302) 739-3090

Tim Gibbs, Delaware Public Health Association
Email: tgibbs@delamed.org
Phone: (302) 733-3919

Michelle Eichinger, Designing4Health
Email: meichinger@live.com
Phone: (302) 293-0110

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CITY OF DOVER ORDINANCE # 2016-07
2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:
The amount hereinafter named aggregating Forty Seven Million Sixty Two Thousand Eight Hundred dollars ($47,062,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

GENERAL FUND
CASH RECEIPT SUMMARY FOR 2015-2016

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 3,977,500**	**$ 4,820,400**
RECEIPTS		
FINES AND POLICE REVENUE	702,300	724,300
INVESTMENT INCOME	35,000	105,200
LIBRARY REVENUES	72,000	72,000
KENT COUNTY BOOK REIMBURSEMENT	450,000	450,000
BUSINESS LICENSES	1,425,000	1,459,000
PERMITS AND OTHER FEES	1,436,300	1,436,300
MISCELLANEOUS CHARGES	22,700	22,700
POLICE EXTRA DUTY	533,000	533,000
PROPERTY TAXES	12,844,500	12,844,500
BID REVENUE	49,700	49,700
RECREATION REVENUE	149,000	149,000
FRANCHISE FEE	672,300	672,300
SANITATION FEES	2,580,000	2,580,000
RENT REVENUE - GARRISON FARM	93,700	93,700
COURT OF CHANCERY FEES	1,065,100	1,065,100
RECEIPTS SUBTOTAL	**22,130,600**	**22,256,800**
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS W/WW	1,492,700	1,501,800
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,738,500	3,763,500
INTERFUND SERVICE RECEIPTS SUBTOTAL	**5,231,200**	**5,265,300**
GRANTS:		
POLICE RELATED/EXTRA DUTY	74,400	74,400
POLICE PENSION GRANT	500,000	500,000
GREEN ENERGY GRANT	98,500	98,500
MISC GRANT REVENUE	25,000	25,000
VERIZON RESERVE	50,000	50,000
GRANTS SUBTOTAL	**747,900**	**747,900**
TRANSFERS FROM:		
TRANSFER TAX	1,340,000	1,986,100
MUNICIPAL STREET AID	564,200	673,100
CIVIL TRAFFIC PENALTIES	450,000	450,000
WATER/WASTEWATER	850,000	850,000
ELECTRIC	10,000,000	10,000,000
OTHER RESERVES	13,200	13,200
TRANSFERS FROM SUBTOTAL	**13,217,400**	**13,972,400**
TOTAL REVENUES	**41,327,100**	**42,242,400**
TOTAL BEGINNING BALANCE & REVENUE	**$ 45,304,600**	**$ 47,062,800**

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT (CONTINUED)

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE FOR 2015-2016

DEPARTMENT EXPENSES	2015/16 BUDGET	2015/16 REVISED
CITY CLERK	$ 383,400	$ 387,200
COUNCIL	118,100	118,100
TAX ASSESSOR	234,800	238,200
FIRE	745,400	745,400
GROUNDS MAINTENANCE	1,210,300	1,212,000
LIBRARY	1,510,000	1,516,000
RECREATION	729,500	735,700
LIFE SAFETY	482,200	483,000
CODE ENFORCEMENT	419,400	421,800
PLANNING	534,000	539,800
INSPECTIONS	664,700	724,400
ECONOMIC DEVELOPMENT	238,000	238,000
POLICE	15,159,000	15,882,400
POLICE EXTRA DUTY	602,400	602,400
STREETS	674,500	675,400
SANITATION	2,157,900	2,176,600
CITY MANAGER	750,300	756,800
INFORMATION TECHNOLOGY	704,800	711,900
FINANCE	978,500	989,100
PUBLIC WORKS - ADMINISTRATION	626,800	630,000
FACILITIES MANAGEMENT	707,500	719,700
PUBLIC WORKS - ENGINEERING	181,400	181,400
PROCUREMENT & INVENTORY	560,200	565,000
FLEET MAINTENANCE	768,500	768,500
CUSTOMER SERVICE	1,120,100	1,136,800
HUMAN RESOURCES	383,900	390,700
MAYOR	76,100	76,100
DEPARTMENT SUBTOTALS	**32,721,700**	**33,622,400**
OTHER EXPENSES		
DEBT SERVICE	660,800	669,400
CONTRIBUTION TO DDP	70,000	70,000
MISCELLANEOUS GRANT RELATED EXP	25,000	25,000
INSURANCE	690,000	690,000
RETIREES HEALTH CARE	1,895,600	1,567,700
OTHER EMPLOYMENT EXPENSES	520,100	197,200
BANK & CREDIT CARD FEES	15,000	**10,600**
UNCOLLECTIBLES - TRASH AND OTHER	50,000	50,000
STREET LIGHTS	797,700	797,700
NEW STREET PROPERTIES ACQUISITIONS	-	240,400
OTHER EXPENSE SUBTOTAL	**4,724,200**	**4,318,000**
TRANSFERS		
TRANSFER TO CAPITAL FUND - PROJECTS	2,625,400	2,625,400
TRANSFER TO CAPITAL ASSET RESERVE	-	229,600
APPROP. TO THE GENERAL EMPLOYEE PENSION FUND	-	594,300
APPROP. TO THE POLICE PENSION FUND	570,000	676,500
APPROP. POLICE PENSION - STATE GRANT	500,000	500,000
TRANSFER TO VERIZON RESERVE	50,000	50,000
TRANSFER TO INVENTORY WRITE-OFFS	10,000	10,000
TRANSFERS SUBTOTAL	**3,755,400**	**4,685,800**
TOTAL EXPENDITURES	**41,201,300**	**42,626,200**
CURRENT YEAR BALANCE	**4,103,300**	**4,436,600**
TOTALS	**$ 45,304,600**	**$ 47,062,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.
ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

GOVERNMENTAL CAPITAL PROJECTS FUND
REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Five Million Six Hundred Eighty Nine Thousand Five Hundred dollars ($5,689,500)or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

REVENUES

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - PROJECTS	**$ 154,800**	**$ 2,926,700**
REVENUES		
INCOME FROM SALE OF ASSETS	20,300	51,900
GRANT RECEIPTS	-	80,500
INTEREST EARNINGS	5,000	5,000
TRANSFER FROM GENERAL FUND	2,625,400	2,625,400
SUBTOTAL PROJECT RECEIPTS	**2,650,700**	**2,762,800**
TOTAL FUNDING SOURCES	**2,650,700**	**2,762,800**
TOTAL BEGINNING BALANCE AND REVENUES	**$ 2,805,500**	**$ 5,689,500**

EXPENSE SUMMARY

EXPENDITURES	2015/16 BUDGET	2015/16 REVISED
FIRE	$ 145,600	$ 445,800
GROUNDS MAINTENANCE	201,100	188,800
LIFE SAFETY	55,700	55,700
POLICE	262,100	302,700
RECREATION	-	73,900
STREETS	1,428,500	3,656,700
SANITATION	449,000	449,000
CITY MANAGER	24,700	24,700
FLEET MAINTENANCE	84,000	84,500
BANK FEES	-	-
DEPARTMENT SUBTOTAL	**2,650,700**	**5,281,800**
TOTAL EXPENDITURES	**2,650,700**	**5,281,800**
BUDGET BALANCE	154,800	**407,700**
TOTAL BUDGET BALANCE & EXPENDITURES	**$ 2,805,500**	**$ 5,689,500**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

GENERAL FUND CONTINGENCY
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Seven Hundred Twenty One Thousand Four Hundred dollars ($721,400) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 719,200**	**$ 720,300**
INTEREST EARNED	1,100	1,100
TOTALS	**$ 720,300**	**$ 721,400**

EXPENSE SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CARRY FORWARD TO NEXT YEAR	720,300	721,400
TOTALS	**$ 720,300**	**$ 721,400**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

GENERAL CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Million One Hundred Forty Seven Thousand Two Hundred dollars ($1,147,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 914,000**	**$ 915,100**
RECEIPTS		
INTEREST EARNINGS	2,500	2,500
TRANSFER FROM GENERAL FUND	-	229,600
TOTAL RECEIPTS	**2,500**	**232,100**
TOTALS	**$ 916,500**	**$ 1,147,200**

EXPENSE SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CARRY FORWARD TO NEXT YEAR	$ 916,500	$ 1,147,200
TOTALS	**$ 916,500**	**$ 1,147,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

PARKLAND/RECREATION RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Three Hundred Twenty One Thousand Eight Hundred Dollars ($321,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
PRIOR YEAR BALANCE	$ 295,700	$ 320,800
INTEREST INCOME	1,000	1,000
TOTALS	**$ 296,700**	**$ 321,800**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE	296,700	321,800
TOTALS	**$ 296,700**	**$ 321,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WATER/WASTEWATER FUND
REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Seventeen Million Eighty Eight Thousand One Hundred dollars ($17,088,100) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - WATER	$ 861,600	**$ 1,072,915**
BEGINNING BALANCE - WASTEWATER	293,400	**206,894**
TOTAL BEGINNING BALANCES	**1,155,000**	**1,279,809**
BASE REVENUE		
WATER SERVICES	6,200,000	5,676,000
WASTEWATER SERVICES	3,728,000	3,944,000
WASTEWATER TREATMENT SERVICES	3,026,500	3,108,000
GROUNDWATER INFLOW ADJUSTMENT	1,864,300	1,988,600
WATER TANK SPACE LEASING	341,900	341,900
SEWER IMPACT FEES	250,000	250,000
WATER IMPACT FEES	250,000	250,000
INTEREST - WATER	1,000	1,000
INTEREST - WASTEWATER	2,000	2,000
MISCELLANEOUS SERVICE FEE	64,000	64,000
TOTAL REVENUES	**15,727,700**	**15,625,500**
TOTAL BEGINNING BALANCES AND REVENUES	**$ 16,882,700**	**$ 16,905,309**

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT
WATER/WASTEWATER FUND - EXPENSES AND BUDGET BALANCE FOR 2015-2016

DIRECT EXPENSES	2015/16 BUDGET	2015/16 REVISED
ENGINEERING & INSPECTION	$ 517,500	$ 521,500
WATER DEPARTMENT	673,300	678,100
WATER TREATMENT PLANT	1,910,000	1,918,100
WASTEWATER DEPARTMENT	968,600	968,600
DIRECT EXPENDITURE SUBTOTAL	**4,069,400**	**4,086,300**
OTHER EXPENSES		
DEBT SERVICE - WATER	545,200	521,100
DEBT SERVICE - WASTEWATER	586,900	611,300
RETIREES HEALTH CARE	178,600	60,200
OTHER EMPLOYMENT EXPENSES	20,000	3,100
KENT COUNTY TREATMENT CHARGE	4,130,000	4,130,000
INTRAFUND SERVICE FEES	1,492,700	1,501,800
BANK & CREDIT CARD FEES	46,200	46,200
OTHER EXPENSES SUBTOTAL	**6,999,600**	**6,873,700**
TRANSFER TO:		
GENERAL FUND FROM WATER	550,000	550,000
GENERAL FUND FROM WASTEWATER	300,000	300,000
WATER IMP AND EXT	1,800,000	1,800,000
WASTEWATER IMP AND EXT	1,500,000	1,500,000
CONTINGENCY RESERVE WATER	32,000	32,000
TRANSFER TO THE GENERAL EMPLOYEES PENSION FUND	-	248,400
TRANSFER TO SUBTOTAL	**4,182,000**	**4,430,400**
TOTAL EXPENSES	**15,251,000**	**15,390,400**
BUDGET BALANCES		
BUDGET BALANCE WATER	1,048,600	**684,015**
BUDGET BALANCE WASTEWATER	583,100	**830,894**
BUDGET BALANCE SUBTOTALS	**1,631,700**	**1,514,909**
TOTAL CURRENT YEAR BALANCES AND EXPENSES	**$ 16,882,700**	**$ 16,905,309**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WATER/WASTEWATER IMPROVEMENT & EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Thirteen Million One Hundred Fifty Eight Thousand Six Hundred dollars ($13,158,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year begining July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - WATER	$ 833,500	$ 4,990,300
BEGINNING BALANCE - WASTEWATER	1,027,600	4,551,700
TOTAL BEGINNING BALANCES	**1,861,100**	**9,542,000**
REVENUES		
TRANS FR OPERATING FUND - WATER	1,800,000	1,800,000
TRANS FR OPERATING FUND - WASTEWATER	1,500,000	1,500,000
TRANSFER FR WASTEWATER IMPACT FEE	165,000	165,000
INTEREST INCOME	25,000	69,900
GRANT RECEIPTS	-	20,300
MISCELLANEOUS RECEIPTS	-	61,400
TOTAL REVENUES	3,490,000	3,616,600
TOTAL BEGINNING BALANCES & REVENUES	**$ 5,351,100**	**$ 13,158,600**

EXPENSE SUMMARY

EXPENSES	2015/16 BUDGET	2015/16 REVISED
WATER	$ 2,028,600	$ 5,442,600
WASTEWATER	1,822,100	5,299,100
WATER TREATMENT PLANT	-	284,400
BANK FEES	**-**	**-**
TOTAL EXPENSES	3,850,700	**11,026,100**
BUDGET BALANCE - WATER	617,400	**1,179,950**
BUDGET BALANCE - WASTEWATER	883,000	**952,550**
CURRENT YEAR BALANCE SUBTOTALS	1,500,400	**2,132,500**
TOTAL BUDGET BALANCES & EXPENSES	**$ 5,351,100**	**$ 13,158,600**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WATER/WASTEWATER CAPITAL ASSET RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Million Twenty Eight Thousand dollars ($1,028,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - WATER	$ 514,600	$ 510,700
BEGINNING BALANCE - WASTEWATER	511,300	509,500
TOTAL BEGINNING BALANCES	**1,025,900**	**1,020,200**
RECEIPTS		
INTEREST EARNINGS - WATER	3,900	3,900
INTEREST EARNINGS - WASTEWATER	3,900	3,900
TOTAL RECEIPTS	7,800	7,800
TOTALS	**$ 1,033,700**	**$ 1,028,000**

EXPENSE SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE - WATER	$ 518,500	$ 514,600
CURRENT YEAR BALANCE - WASTEWATER	515,200	513,400
CURRENT YEAR BALANCE SUBTOTALS	**1,033,700**	**1,028,000**
TOTALS	**$ 1,033,700**	**$ 1,028,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WATER/WASTEWATER IMPACT FEE RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Two Million One Hundred Eighty Two Thousand Eight Hundred dollars ($2,182,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - WATER	$ 200,500	$ 427,500
BEGINNING BALANCE - WASTEWATER	1,463,400	1,742,700
TOTAL BEGINNING BALANCES	**1,663,900**	**2,170,200**
RECEIPTS		
INTEREST EARNINGS - WATER	1,500	1,500
INTEREST EARNINGS - WASTEWATER	11,100	11,100
TOTAL RECEIPTS	**12,600**	**12,600**
TOTALS	**$ 1,676,500**	**$ 2,182,800**

EXPENSE SUMMARY

	2015/16 BUDGET	2015/16 REVISED
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	$ 165,000	$ 165,000
CURRENT YEAR BALANCE - WATER	202,000	429,000
CURRENT YEAR BALANCE - WASTEWATER	1,309,500	1,588,800
CURRENT YEAR BALANCE SUBTOTALS	**1,511,500**	**2,017,800**
TOTALS	**$ 1,676,500**	**$ 2,182,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WATER/WASTEWATER CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Three Hundred Twenty Nine Thousand Six Hundred dollars ($329,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE - WATER	$ 104,900	$ 105,200
BEGINNING BALANCE - WASTEWATER	189,700	190,200
TOTAL BEGINNING BALANCES	**294,600**	**295,400**
RECEIPTS		
INTEREST EARNINGS	2,200	2,200
TRANSFER FROM OPERATING ACCOUNT TO WATER	32,000	32,000
TOTAL RECEIPTS	**34,200**	**34,200**
TOTALS	**$ 328,800**	**$ 329,600**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE - WATER	137,700	138,300
CURRENT YEAR BALANCE - WASTEWATER	191,100	191,300
CURRENT YEAR BALANCE SUBTOTALS	**328,800**	**329,600**
TOTAL EXPENSES AND CURRENT YEAR BALANCES	**$ 328,800**	**$ 329,600**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC REVENUE FUND
REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Ninety One Million Six Hundred Fifty Three Thousand Two hundred dollars ($91,653,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 6,177,600**	**$ 8,337,500**
BASE REVENUE		
DIRECT SALES TO CUSTOMER	78,279,200	78,279,200
UTILITY TAX	1,281,100	1,281,100
MISCELLANEOUS REVENUE	597,200	597,200
RENT REVENUE	202,600	202,600
GREEN ENERGY	128,000	128,000
INTEREST EARNINGS	47,900	47,900
TRANSFER FROM RATE STABILIZATION	3,000,000	3,000,000
TOTAL REVENUES	**83,536,000**	**83,536,000**
TOTAL BEGINNING BALANCE & REVENUES	**89,713,600**	**91,873,500**

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT
ELECTRIC REVENUE FUND EXPENSES AND BUDGET BALANCE FOR 2015-2016

EXPENSES	2015/16 BUDGET	2015/16 REVISED
POWER SUPPLY	$ 23,402,600	$ 23,402,600
SOLAR ENERGY	2,313,900	2,313,900
SOLAR RENEWAL ENERGY CREDITS	363,400	363,400
POWER SUPPLY MANAGEMENT	996,000	996,000
REC'S (Renewable Energy Credits)	673,400	673,400
RGGI (Regional Greenhouse Gas Init.)	175,000	175,000
PJM CHARGES - ENERGY	7,966,100	7,966,100
PJM CHARGES - TRANSMISSION & FEES	7,932,500	7,932,500
CAPACITY CHARGES	10,225,100	10,225,100
SUB-TOTAL POWER SUPPLY	**54,048,000**	**54,048,000**
PLANT OPERATIONS	6,434,600	6,382,900
GENERATIONS FUELS	1,167,300	1,167,300
PJM SPOT MARKET ENERGY	(1,708,300)	(1,708,300)
PJM CREDITS	(360,000)	(360,000)
CAPACITY CREDITS	(10,472,100)	(10,472,100)
GENERATION SUBTOTAL	**(4,938,500)**	**(4,990,200)**
POWER SUPPLY & GENERATION SUBTOTAL	**49,109,500**	**49,057,800**
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	4,068,600	**3,630,300**
ELECTRICAL ENGINEERING	1,335,800	**1,249,300**
ADMINISTRATION	839,300	**866,800**
METER READING	360,500	**327,200**
SYSTEMS OPERATIONS	679,800	**612,700**
DIRECT EXPENDITURE SUBTOTALS	**7,284,000**	**6,686,300**
OTHER EXPENSES:		
UTILITY TAX	1,281,100	1,281,100
ALLOW FOR UNCOLLECTIBLES	200,000	200,000
RETIREES HEALTH CARE	537,800	57,700
OTHER EMPLOYMENT EXPENSES	72,000	40,300
OPEB UNFUNDED LIABILITY	1,030,000	-
GREEN ENERGY PAYMENT TO DEMEC	128,000	128,000
INTRAFUND SERVICE FEES	3,738,500	3,763,500
INTEREST ON DEPOSITS	20,500	20,500
BANK & CREDIT CARD FEES	242,300	**259,300**
DEBT SERVICE	3,402,000	**1,617,700**
OTHER EXPENSES SUBTOTAL	**10,652,200**	**7,368,100**
TRANSFER TO:		
IMPROVEMENT & EXTENSION	3,500,000	3,500,000
GENERAL FUND	10,000,000	10,000,000
TRANSFER INSURANCE RESERVE	10,000	10,000
TRANSFER CONTINGENCY RESERVE	13,000	13,000
TRANSFER RATE STABILIZATION RESERVE	-	394,800
TRANSFER TO SUBTOTAL	**13,523,000**	**13,917,800**
TOTAL EXPENSES	**80,568,700**	**77,030,000**
BUDGET BALANCE - WORKING CAPITAL	**9,144,900**	**14,843,500**
TOTALS	**$ 89,713,600**	**$ 91,873,500**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Fourteen Million Six Hundred Sixty One Thousand Two Hundred dollars ($14,661,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

REVENUES

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 3,623,600**	**$ 7,095,300**
REVENUES		
TRANSFER FROM ELECTRIC	3,500,000	3,500,000
TRANSFER FROM 2010 BOND RESERVE	-	2,108,000
GENERAL SERVICE BILLING	1,900,000	1,900,000
INTEREST EARNINGS	26,700	57,900
TOTAL REVENUES	**5,426,700**	**7,565,900**
TOTALS	**$ 9,050,300**	**$ 14,661,200**

EXPENSE SUMMARY

EXPENSES	2015/16 BUDGET	2015/16 REVISED
ELECTRIC GENERATION	$ 1,655,000	$ 2,299,800
TRANSMISSION AND DISTRIBUTION	2,887,600	3,602,900
ELECTRICAL ENGINEERING	1,724,300	3,401,700
METER READING	-	23,000
BANK FEES	**-**	**-**
TOTAL EXPENSES	**6,266,900**	**9,327,400**
BUDGET BALANCE	**2,783,400**	**5,333,800**
TOTAL BUDGET BALANCE & EXPENSES	**$ 9,050,300**	**$ 14,661,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY CONTINGENCY RESERVE
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Eight Hundred Fourty Two Thousand dollars ($842,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 825,300**	**$ 822,700**
RECEIPTS		
INTEREST EARNINGS	6,300	6,300
TRANSFER FROM ELECTRIC FUND	13,000	13,000
TOTAL RECEIPTS	**19,300**	**19,300**
TOTALS	**$ 844,600**	**$ 842,000**

EXPENSE SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE	844,600	842,000
TOTALS	**$ 844,600**	**$ 842,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Ten Million Thirty Three Thousand Eight Hundred dollars dollars ($10,033,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 9,990,500**	**$ 9,957,900**
INTEREST EARNINGS	75,900	75,900
TOTALS	**$ 10,066,400**	**$ 10,033,800**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE	10,066,400	10,033,800
TOTALS	**$ 10,066,400**	**$ 10,033,800**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Ten Million One Hundred Eighty Five Thousand dollars ($10,185,000) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 10,140,900**	**$ 10,107,900**
INTEREST EARNINGS	77,100	77,100
TOTALS	**$ 10,218,000**	**$ 10,185,000**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE	10,218,000	10,185,000
TOTALS	**$ 10,218,000**	**$ 10,185,000**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY INSURANCE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Seven Hundred Fifty Six Thousand Two Hundred dollars ($756,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 743,100**	**$ 740,600**
INTEREST EARNINGS	5,600	5,600
TRANSFER FROM ELECTRIC FUND	10,000	10,000
TOTALS	**$ 758,700**	**$ 756,200**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
CURRENT YEAR BALANCE	758,700	756,200
TOTALS	**$ 758,700**	**$ 756,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

ELECTRIC UTILITY RATE STABLIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2015-2016

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

The amount hereinafter named aggregating Seven Million Nine Hundred Fifty Seven Thousand Five Hundred dollars ($7,957,500) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 7,545,300**	**$ 7,505,400**
INTEREST EARNINGS	57,300	57,300
TRANSFER FROM ELECTRIC OPERATING FUND	-	394,800
TOTALS	**$ 7,602,600**	**$ 7,957,500**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
TRANSFER TO ELECTRIC FUND	$ 3,000,000	$ 3,000,000
CURRENT YEAR BALANCE	4,602,600	4,957,500
TOTALS	**$ 7,602,600**	**$ 7,957,500**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

MUNICIPAL STREET AID FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Six Hundred Seventy Three Thousand Two Hundred dollars ($673,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

CASH RECEIPTS

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 100**	**$ 100**
STATE GRANT	564,200	673,100
TOTALS	**564,300**	**673,200**

BUDGET SUMMARY

	2015/16 BUDGET	2015/16 REVISED
TRANSFER TO GENERAL FUND	564,200	673,100
CURRENT YEAR BALANCE	100	100
TOTALS	**$ 564,300**	**$ 673,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

WORKERS COMPENSATION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Million Nine Hundred One Thousand Three Hundred dollars ($1,901,300) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
BEGINNING BALANCE	**$ 1,052,600**	**$ 1,248,200**
INTEREST INCOME	10,600	10,600
PREMIUM FROM CITY	642,500	642,500
TOTALS	**$ 1,705,700**	**$ 1,901,300**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
PROGRAM EXPENSES/SUPPLIES - CLAIMS	$ 475,000	$ 475,000
INSURANCE	103,900	103,900
BANK FEES	1,300	1,300
STATE OF DEL - SELF INSURANCE TAX	37,000	37,000
CONTRACTUAL SERVICES	25,000	25,000
TOTAL EXPENSES	**642,200**	**642,200**
CURRENT YEAR BALANCE	1,063,500	1,259,100
TOTALS	**$ 1,705,700**	**$ 1,901,300**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Seven Hundred Forty Seven Thousand Two Hundred dollars ($747,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
PRIOR YEAR BALANCE	**$ 144,000**	**$ 57,800**
GRANTS REVENUE	500,000	688,900
INTEREST INCOME	500	500
TOTALS	**$ 644,500**	**$ 747,200**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
PROGRAM EXP. GRANT RELATED	$ 644,000	$ 655,100
CURRENT YEAR BALANCE	500	92,100
TOTALS	**$ 644,500**	**$ 747,200**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

LIBRARY GRANT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Three Hundred Thirty Eight Thousand Six Hundred dollars ($338,600) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
PRIOR YEAR BALANCE	**$ 17,300**	**$ 30,600**
STATE GRANT	278,900	305,500
FEDERAL GRANT	2,500	2,500
TOTALS	**$ 298,700**	**$ 338,600**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
STATE GRANTS		
FURNITURE/FIXTURES	$ 3,100	$ 7,000
OFFICE SUPPLIES	24,000	30,800
PRINTING AND DUPLICATING	13,200	12,500
PROGRAM EXPENSES/SUPPLIES	24,100	27,500
BOOKS	129,200	133,300
AUDIO VISUAL SUPPLIES	75,100	77,200
POSTAGE	100	100
TRAINING/CONF/FOOD/TRAV	2,000	8,800
CONTRACTUAL SERVICES	900	-
OFF EQP/REPAIRS & MAINT	6,000	6,300
OTHER EQUIP - LEASE	1,200	2,000
SUBTOTAL EXPENSES STATE GRANTS	**278,900**	**305,500**
FEDERAL GRANTS		
PROGRAM EXPENSES/SUPPLIES	2,500	2,500
SUBTOTAL EXPENSES FEDERAL GRANTS	**2,500**	**2,500**
GRAND TOTAL EXPENSES	**281,400**	**308,000**
CURRENT YEAR BALANCE	17,300	30,600
TOTALS	**$ 298,700**	**$ 338,600**

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

POLICE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating Six Hundred Eighty Two Thousand Two Hundred dollars ($682,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
PRIOR YEAR BALANCE	**$ 125,000**	**$ 154,900**
STATE AND FEDERAL GRANTS RECEIVED	527,300	527,300
TOTALS	**652,300**	**682,200**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
EXPENDITURES		
PERSONNEL EXPENDITURES		
CADET PROGRAM SALARIES	71,400	71,400
CADET PROGRAM FICA	5,400	5,400
CADET PROGRAM W/COMP	3,500	3,500
MATERIALS AND SUPPLIES		
POLICE EQUIPT & PROG SUPP	410,600	379,600
TECHNOLOGY EQUIPMENT	20,000	20,000
ADMINISTRATIVE EXPENDITURES		
CELL PHONE CHARGES	15,000	15,000
TRAINING	17,000	45,000
AUDIT FEES	1,000	1,000
CONTRACTUAL SERVICES	-	3,000
TOTAL EXPENDITURES	**543,900**	**543,900**
OTHER FINANCING USES		
OPERATING TRANSFERS-OUT	74,400	74,400
TOTAL FINANCING USES	**74,400**	**74,400**
CURRENT YEAR BALANCE	34,000	63,900
TOTALS	**$ 652,300**	**$ 682,200**

The above budget represents the combination of all State & Federal Grants.

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016

2015-2016 BUDGET ORDINANCES - SECOND AMENDMENT

SUBSTANCE ABUSE GRANTS FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2015-2016

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

The amount hereinafter named aggregating One Hundred Fifty Nine Thousand Two Hundred dollars ($159,200) or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the use by several departments of the Municipal Government for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

OPERATING REVENUES

	2015/16 BUDGET	2015/16 REVISED
PRIOR YEAR BALANCE	**$ 41,000**	**$ 98,200**
STATE GRANTS RECEIVED	55,700	28,000
RECREATION REVENUE	33,000	33,000
TOTALS	**129,700**	**159,200**

OPERATING EXPENSES

	2015/16 BUDGET	2015/16 REVISED
EXPENDITURES		
TEMPORARY HELP/BENEFITS	71,400	71,400
PROGRAM EXPENSES/SUPPLIES	5,400	5,400
TOTAL EXPENDITURES	**76,800**	**76,800**
CURRENT YEAR BALANCE	52,900	82,400
TOTALS	**$ 129,700**	**$ 159,200**

The above budget represents the combination of all State & Federal Grants.

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

ADOPTED: MARCH 14, 2016