LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee meeting was held on March 28, 2011 at 6:00 p.m. with Chairman Leary presiding. Members present were Mr. McGiffin, Mr. Salters, Dr. Jones, and Mr. Shevock. Members of Council present were Council President Hogan, Mr. Bonar, and Mr. Ruane. Mayor Carey was also present.

AGENDA ADDITIONS/DELETIONS

Mr. Shevock moved for approval of the agenda, seconded by Mr. Salters and unanimously carried.

Review and Recommendation - Filling of Critical Positions

During their meeting of February 23, 2009, members recommended approval of a Hiring Freeze for Fiscal Year 2008-2009, but to allow the hiring of critical positions through the review and approval of the Legislative, Finance, and Administration Committee and City Council. It was suggested that there be a "standing" agenda item to consider the filling of critical positions and, if there were no positions to consider, the item could be removed.

Administrative Assistant - Police Department

Police Chief James Hosfelt reviewed a request to recruit for an Administrative Assistant to the Chief of Police. He advised members that a vacancy will be created with the retirement of the Department's current Administrative Assistant in December 2011. Due to the lengthy process involved in filling a position within the Police Department, which requires a background investigation, he requested permission to begin recruitment at this time.

Mr. McGiffin moved to recommend approval of the request to recruit for the Administrative Assistant to the Chief of Police, as recommended by staff. The motion was seconded by Dr. Jones and unanimously carried.

FY 2012 Five-Year Capital Investment Plan (CIP) ***(Deferred on March 14, 2011 Due to Time Constraints)***

During their meeting on March 14, 2011, members deferred review of the FY 2012 Five-Year Capital Investment Plan (CIP) due to time constraints.

Mr. Anthony DePrima, City Manager, reviewed the FY 2012 Five-Year CIP and noted that all new projects have been highlighted.

In response to Dr. Jones, Mr. DePrima stated that he would with consult Mr. Scott Koenig, Public Services Manager/Director of Public Works, to determine if the Salt Storage Facility at Schutte Park should be deferred until after the trial of the Brine Manufacturing System.

Responding to Dr. Jones, Mr. DePrima stated that there are no plans to provide air conditioning for the Pitts Center at Schutte Park.

In response to Mr. Ruane, Mr. DePrima indicated that the Customer Notification System by E-IVR Automated Dialing is similar to the Reverse 911 System, serving as a more cost-effective way of notifying customers of disconnection, outages, etc. He stated that the Reverse 911 System was

included in the proposed budget and has not been included in the CIP because there are no equipment costs.

With regard to disconnection calls, Mr. Bonar suggested that staff obtain customers' permission to leave such messages if there is no answer, since this could cause consumer credit issues and legal ramifications.

By unanimous consent, members recommended acceptance of the FY 2012 Five-Year Capital Investment Plan (CIP) as presented.

Review of Hospitality and Civic Function Policy *(Committee Deferred on March 14, 2011 Pending Additional Information)*

During their meeting of February 28, 2011, members considered a request from Mayor Carleton E . Carey, Sr. to include certain functions offered by the Central Delaware Chamber of Commerce and Kent County Tourism in the City's Hospitality and Civic Function Policy. Mayor Carey noted that these events are not covered under the City's existing Policy. At that time, members deferred action and requested that Mayor Carey provide the cost for each of the events listed and the annual cost for members to attend these events.

During their meeting of March 14, 2011, members were provided details regarding the costs associated for members of Council to attend these functions and deferred action to allow staff the opportunity to make revisions to the Hospitality and Civic Function Policy.

Mrs. Donna Mitchell, Controller/Treasurer, reviewed the proposed revisions to the Hospitality and Civic Function Policy, noting that additions to the policy were noted in red font and deletions were noted with strikeouts.

Mr. Salters moved to recommend approval of the revisions to the Hospitality and Civic Function Policy *(Attachment #1)*, seconded by Mr. Shevock and unanimously carried.

Reallocation of State Bond Funds *(Request of Councilman Bonar)*

Mr. Bonar stated he did not feel that the City of Dover has been receiving its "fair share" of State funding and that he made a commitment to take any action necessary to ensure this would be accomplished. He reminded members that, several years ago, there was discussion regarding building a civic center in the area at an estimated cost of $13M, including the purchase of land. He stated that the Legislative Bond Bill Committee (under former Senator Nancy Cook and the late Senator James Vaughn) allocated funds specifically for this project. To date, he noted that there is $6M in the fund.

Mr. Bonar stated that, due to budgetary constraints, the City never took action on this project, other than being involved in related discussions and studies. Since the City has not moved forward with this project, and due to the current economic situation in the State, Mr. Bonar advised members that the Governor wants to de-authorize the $6M in the fund and reallocate the funds to other projects.

Mr. Bonar stated that one (1) of the projects being considered is a soccer complex near Frederica that would peripherally benefit the City of Dover; however, it was his feeling that since the funds were allocated specifically for and within the City, they should remain dedicated to City projects.

Understanding that the State will need some of the funds from the account, Mr. Bonar suggested that the City establish a group to meet with legislators to request that a significant portion of the $6M be set aside specifically for economic development projects in the City that would benefit the residents of the State of Delaware. As an example, he stated that the City is in early discussions regarding the possibility of a combined-cycle natural gas generator to be built on the Garrison Tract in the City of Dover. Mr. Bonar suggested that the City propose that the State allocate $4M of the $6M for the purpose of building roads, water, wastewater, and other infrastructure that will be necessary at the Garrison Tract. He stated that this project would employ hundreds of workers during construction and other employees once the facility is complete. He felt that this project would benefit all residents of the City, as well as the State of Delaware, by reducing electric bills.

Mr. Bonar reminded members that the purpose of the $6M originally allocated to the City was to encourage economic development and that the creation of jobs and a reduction in electric fees would provide such economic development and a benefit to all residents. He noted that, in accordance with the State Controller General's Office, construction of these types of infrastructure improvements is a permitted use for the allocated funds.

Mr. Bonar reiterated his request for the Committee to recommend that Council establish a committee to encourage the legislators, the Bond Bill Committee, and the Governor to ensure that this allocation is accomplished in this legislative year, ending July 1, 2011.

Responding to Mr. Ruane, Mr. Bonar confirmed that, in addition to the proposed soccer complex, a portion of these funds is proposed for the civil air terminal. He stated that the request for funds exceeds $4M for both projects, and it is his understanding that the additional $1.5M to $2M would be reallocated by the Bond Bill Committee.

In response to Mr. Shevock, Mr. Bonar stated that the Bond Bill Committee has not made a final decision regarding the reallocation of the funds.

Mayor Carey referred to a letter received from the Chamber of Commerce ***(Attachment #2)*** requesting the City to support their efforts in the re-allocation of these funds for the Kent County Sports Complex. He suggested that members respond to the Chamber of Commerce regarding the City's position in this regard.

In addition to the infrastructure mentioned by Mr. Bonar, Mr. Anthony DePrima, City Manager, indicated that there are 14 additional 10-acre lots available at the Garrison Tract for development; therefore, an investment in the infrastructure would make 140 acres "shovel ready" for other types of economic development at that location.

Mr. Salters moved to recommend that City Council authorize the formation of a committee to meet with and encourage State Legislators, the Bond Bill Committee, and the Governor to ensure that a significant portion of the $6M, currently authorized for the construction of a civic center, be specifically allocated for an economic development project within the City of Dover that will benefit every resident of the State of Delaware, such as the construction of a combined-cycle natural gas generator at, or infrastructure that will be necessary to, the Garrison Tract, and that this allocation be accomplished in this legislative year, ending July 1, 2011, and that a letter be sent in response to related correspondence received from the Central Delaware Chamber of Commerce, dated March 2, 2011. The motion was seconded by Mr. McGiffin and unanimously carried. *(Clerk's Office Note: As a result of the Committee's recommendation, City Council will consider the approval of a letter to the Central Delaware Chamber of Commerce on April 11, 2011* ***(Attachment #3).***

By unanimous consent, the meeting adjourned at 6:30 P.M.

Respectfully submitted,

Thomas J. Leary
Chairman

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Attachments
Attachment #1 - Revised Hospitality and Civic Function Policy
Attachment #2 - Letter Dated March 2, 2011 from the Central Delaware Chamber of Commerce
Attachment #3 - Draft Letter to the Central Delaware Chamber of Commerce