REGULAR COUNCIL MEETING

A G E N D A

March 14, 2011 - 7:30 P.M. - Council Chambers - City Hall - City of Dover

OPEN FORUM - 15 MINUTES PRIOR TO OFFICIAL MEETING (7:15 P.M.)
The "Open Forum" segment is provided to extend the opportunity to the general public to share their questions, thoughts, comments, concerns, and complaints. Discussion of any item appearing on the agenda is prohibited and citizen comments are limited to three (3) minutes. Council is prohibited from taking action since they are not in official session; however, they may schedule such items as regular agenda items and act upon them in the future.

INVOCATION BY MONSIGNOR DANIEL McGLYNN, HOLY CROSS CHURCH (GUEST OF COUNCILMAN McGIFFIN)

PLEDGE OF ALLEGIANCE LED BY COUNCILWOMAN WILLIAMS

AGENDA ADDITIONS/DELETIONS

* **CONSENT AGENDA**
Those items on the Council Agenda which are considered routine and non-controversial shall be marked with an asterisk (*) and will be acted upon by a single roll call vote of the Council. There will be no separate discussion of these items unless a member of Council so requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

* **1. Adoption of Minutes**
- **A. Council Retreat of January 28, 2011**
- **B. Regular Council Meeting of February 28, 2011**

2. Proclamations
- **A. Earth Hour**
- **B. Fix-a-Leak Week**

3. Presentation - Police Department Annual Report

4. Public Hearing/Final Reading - Proposed Ordinance #2011-03 - 2011 Amendments to the 2008 Comprehensive Plan
The First Reading of the following proposed ordinance was accomplished during the Council Meeting of January 24, 2011. Copies of the proposed ordinance are available at the entrance of the Council Chambers.

- **A. Ordinance #2011-03 Amending the 2008 Comprehensive Plan by replacing Table 12-1: Land Use and Zoning Matrix and Map 12-1: Land Development Plan.**

5. **Public Hearing/Final Reading - Rezoning**

   A. **Proposed Ordinance #2011-05 - Rezoning of Property located at 101-405 Doveview Drive (Doveview Apartments), owned by CRM Mid-Atlantic, LLC and SunTrust Bank, consisting of 6.735$^{+/-}$ acres. The property is currently zoned IO (Institutional and Office) and subject to COZ-1 (Corridor Overlay Zone). The proposed zoning is RG-5 (General Residence Zone for Mid-Rise Apartments) and subject to COZ-1 (Corridor Overlay Zone). The property is located on the north side of Forrest Avenue (Route 8) just west of the Saulsbury Road intersection.** (TAX PARCEL: ED05-076.07-01-30.00-000; FIRST COUNCIL DISTRICT; PLANNING REFERENCE: Z-11-03). ***The First Reading of the proposed ordinance was accomplished during the Council Meeting of January 24, 2011.***

* 6. **Safety Advisory and Transportation Committee Report - February 23, 2011**

   A. **Request for Waiver of Land Subdivision Regulations - Reduction of Street Right-of-Way Width - Dover High School Project (South Side of Forrest Avenue)**
      (Committee Recommended that the Request Be Referred Back to the Planning Commission for Further Study and Clarification of the Following: Actual Reasons for Narrowing the Roadway to 50 Feet, a Deeper Look into Pedestrian and Bicycle Traffic and Ingress and Egress to the School, and Serious Consideration of Developing a Good, Practical Plan for a Roadway to Hazletteville Road)

   B. **Discussion - Crossover Bridge for Pedestrians at the New Dover High School**
      (Committee Action Not Required)

   C. **Briefing on Delaware Department of Transportation (DelDOT) Projects**
      (Committee Action Not Required)

   D. **Briefing on Dover/Kent County Metropolitan Planning Organization (MPO) Projects**
      (Committee Action Not Required)

   E. **Proposed Ordinance #2011-06 Amending Chapter 46 - Fire Prevention and Protection - Open Burning (See Item #11-A)**
      (Committee Recommended Adoption of Proposed Ordinance #2011-06)

* 7. **Utility Committee Report - February 28, 2011**

   A. **Yard Waste Collection Program**
      (Committee Recommended Endorsement of the Yard Waste Separation Plan)

   B. **Generation Revenue Forecast**
      (Committee Action Not Required)

   C. **Power Plant FY 2012 Capital Investment Plan (CIP) Review**
      (Deferred by Committee Due to Time Constraints)

   D. **2012-2016 Utility Capital Investment Plan (CIP)**
      (Deferred by Committee Due to Time Constraints)

   E. **PACE/NAES Monthly Report *(December)***
      (Deferred by Committee Due to Time Constraints)

* **8. Legislative, Finance, and Administration Committee Report - February 28, 2011**

A. Review and Recommendation - Filling Critical Positions
(Committee Action Not Required)

B. Latest Estimate (LE) for Fiscal Year 2011 Budget (See Item #11-B)
(Committee Recommended Acceptance of the Latest Estimate (LE) for Fiscal Year 2011 Budget Report)
(Committee Recommended Instituting a Power Cost Adjustment (PCA) to Use $1.4M, Applied over 15 Months, Effective with All Bills Billed on or after April 1, 2011)

C. Proposed Ordinance #2011-07 Amending Chapter 46 - Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit and Appendix F - Fees and Fines (See Item #11-C)
(Committee Recommended Adoption of Proposed Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permits and Amendments to Appendix F - Fees and Fines)

D. Review of Hospitality and Civic Function Policy
(Committee Deferred Until the Next Meeting)

* **9. Monthly Reports - January 2011**

A. Budget Report
B. Chief of Police Report
C. City Assessor's Report
D. City Manager's Report
E. City Planner's Report
F. Dover Fire Department Report
G. Capital Investment Plan (CIP) Report

10. Setting of Property Assessment Appeals

11. First Reading - Proposed Ordinances

The First Reading is offered on the following proposed ordinances. Final action by Council will take place during the Second Reading of the ordinances on March 28, 2011. Copies of all proposed ordinances are available at the entrance of the Council Chambers or can be obtained from the City Clerk's Office.

A. Proposed Ordinance #2011-06 Amending Chapter 46 - Fire Prevention and Protection - Open Burning
(Safety Advisory and Transportation Committee)

B. Proposed Ordinance #2011-09 - 2011 Budget Revisions
(Legislative, Finance, and Administration Committee)

C. Proposed Ordinance #2011-07, with Staff Amendment #1, Amending Chapter 46 - Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit and Appendix F - Fees and Fines
(Legislative, Finance, and Administration Committee)

12. Council Members Announcements

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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

COUNCIL RETREAT

The Council Retreat was held on January 28, 2011 at 9:00 a.m. with Council President Hogan presiding. Council members present were Mr. Bonar, Mr. Leary, Mr. McGiffin, Dr. McGlumphy (departed at 2:45 p.m.), Mr. Ruane, Mrs. Russell, Mr. Salters, and Mrs. Williams (arrived at 9:14 a.m. and departed at 2:45 p.m.). Mayor Carey was also present.

Council staff members present were Mrs. Mitchell, Mrs. Townshend, Mr. DePrima, Mrs. McDowell, and Ms. Devine. Mrs. Tieman was also present.

INTRODUCTION AND WARM UP - WHY ARE WE HERE?

Mr. Anthony DePrima, City Manager, reviewed a Presentation - Why Are We Here? ***(Exhibit #1)***, noting that members would have the opportunity to validate the City's Vision, Critical Success Factors, and Mission Statement; validate current and pending initiatives; and discuss budgetary goals. He reminded members that last year's Retreat was different from previous sessions since it strictly focused on the City's budget; however, staff requested that this year, as in previous sessions, members brainstorm/develop new ideas and programs for upcoming years. In addition to reviewing accomplishments and setting priorities for the City's future, Mr. DePrima stated that, similar to last year, staff would be presenting an estimate for next year's budget, emphasizing that this would be an early estimate that would allow Council the opportunity to provide staff direction. He advised members that Mrs. Donna Mitchell, Treasurer/Controller, would be presenting options for financing capital projects. Mr. DePrima stated that, later in the day, members would have the opportunity to review the City's Mission Statement to determine if revisions are necessary.

WHERE HAVE WE BEEN?

At the request of Mr. DePrima, members relayed their perceptions of City accomplishments during the previous year, as follows: 1) improved snow removal plan (DePrima); 2) improved development of downtown (Salters); 3) significant improvement in reliability of electric service (McGlumphy); 4) better public notification - weather (Russell); 5) Solar Park - first tenant Garrison Park (Ruane); 6) completion of Governors Avenue (Ruane); 7) reassessment (Ruane); 8) bond rating improvements - all funds upgraded (Ruane); 9) Transit Center (Ruane); 10) police response/domestic violence (McGiffin); 11) progress on the new library (Hogan); 12) improvement in customer service by Planning/Inspections (Hogan); 13) improvement in "slum" landlord enforcement (McGiffin); 14) improvement in Planning - quicker process (Hogan); 15) environmental stewardship - Cool Cities, LED lights, change of fuel, etc. (Ruane); 16) proactive response by City Manager and Public Services Director - abandoned developments (Ruane); 17) improved e-services (Hogan); 18) quarterly newsletter (Russell); 19) employee cooperation (furloughs, hiring freeze, etc.) in difficult times (Ruane); 20) implementation of recycling program (McGiffin); 21) downtown security cameras (Mayor); 22) Youth Advisory Committee (Russell); 23) starting up Health Benefits Committee (DePrima); 24) Government Accounting Standards Board (GASB)/City policy compliance (Leary); 25) fewer brown water complaints in the 3rd District (McGiffin); 26) completion of Route 13 sewer interceptor (Ruane); 27) commitment to fixing infrastructure - water/sewer (Ruane); 28) Interfaith Homeless Shelter - community spirit (Russell); 29) downtown merchant/police cooperation (Mayor); and 30) increasing professional development/certification (Ruane).

By unanimous consent, members took a brief recess.

Meeting recessed at 9:50 a.m. and reconvened at 10:04 a.m.

WHERE ARE WE GOING?

At the request of Mr. DePrima, members relayed ideas that they felt the City should consider for the future, as follows:

Broad Outcomes

1. Improve Public Safety - Gang Activity (McGiffin)
2. Keep Up to Date with Enforcement of Abandoned Properties (Leary)
3. Keep Revenues Up with Costs (Ruane)
4. Continue Updating and Improving the Charter (Hogan)
5. Increase and Intensify Economic Development Initiatives (Bonar)
6. Improve/Mend Relationships - Kent County, Chambers of Commerce, Kent County Partnership, State of Delaware, etc. (Williams)
7. Secure Electric Generation - Next 20 Years (Ruane)
8. Secure Ownership of Electric System (Bonar)
9. Strategic Funding of Economic Development (Mayor Carey)
10. Continue/Increase Support of Cultural Arts (Salters)
11. Contain Cost to Meet the Current Revenue Base (Williams)
12. Continue Efforts to Meet/Change the Pension/OPEB (Ruane)
13. Increase Affordable Housing (Ruane)
14. Create Partnership with County for Joint Programs (Hogan)
15. Contain the Size of City Government (Williams)
16. Stop Continued Duplication of Services (Williams)
17. County Property Tax Relief for City Residents (Ruane)

Specific Actions/Programs/Projects

1. Continue Pressing of West Dover Connector (Ruane)
2. Support Youth Mentoring (Salters)
3. Recreation - Support Youth Development (Salters)
4. Increase Police to Appropriate Level (Salters)
5. Implement Recommendations of Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee (Hogan)
6. Support Family Support Programs (Russell)
7. Stay Fully Compliant with Current Financial Standards/Government Accounting Standards Board (GASB)/City Policies (Leary)
8. Local Delaware Economic and Financial Advisory Council (DEFAC) Group (Ruane)
9. Go to Accurate Multi-year Budgeting (Ruane)
10. Collaborate More with Delaware Economic Development Office (DEDO), League of Local Governments, and Kent County (Bonar)
11. Amend Charter to Address Annexation of Enclaves (Hogan)
12. Re-examine the Authority and Scope of the Historic District Commission (Leary)

13. Create a Strategic Loan Fund for Economic Development (Carey)
14. Review the Dover Housing Authority and Its Relationship to the City (Salters)
15. Ensure Fair and Impartial Redistricting (Ruane)
16. Re-examine Consent Decree on Minority District (Ruane)
17. Reduce Tax Delinquency - Step up Tax Sales (Bonar)
18. Improve Minority Recruitment Efforts (Salters)
19. Complete the Library (Ruane)
20. Support Drug Abuse Rehabilitation Programs (Russell)
21. Address Issues/Provide Remedies for Abandoned Developments - Utility Committee Recommendation (Ruane)
22. Establish Random Drug Testing Program for All Employees (Russell)
23. Establish an Ethics Hotline (Leary)
24. Review Council Benefits (Salters)
25. Explore Term Limits for Members of Council (Hogan)
26. Explore Length of Terms for Members of Council (Bonar)
27. Present State Legislation to Implement Local Service Function Budget for Kent County (Ruane)

By unanimous consent, members took a brief recess.

Meeting recessed at 10:50 a.m. and reconvened at 11:11 a.m.

WHAT ARE OUR PRIORITIES GIVEN THE CURRENT FISCAL CONDITION?

In reviewing the ideas developed by members, Mr. DePrima requested that each member indicate their priorities by selecting six (6) of the 17 ideas listed under "Broad Outcomes" and nine (9) from the 27 "Specific Actions/Programs/Projects" list.

(Members voted from 11:14 a.m. to 11:23 a.m.)

Upon completion of the ranking exercise, Mr. DePrima advised members that the City Clerk's Office would type the lists (2011 Council Retreat Votes) ***(Exhibit #2)*** and provide them to members of Council. Mr. DePrima stated that he and Mrs. McDowell, City Clerk, would review the prioritization list. He noted that some of the ideas would be relatively easy to implement; therefore, some ideas that were not highly ranked will be addressed. Mr. DePrima advised members that the prioritization list will be provided to department heads to obtain their feedback. He stated that some items may be referred to the appropriate committee for review and recommendation to City Council. Mr. DePrima indicated that some of the "broader" items would require more thought and time for consideration.

Glancing at the rankings for the "Broad Outcomes," Mr. DePrima noted that Items #1, #8, #12, #10, and #11 were ranked highly, and Items #1, #18, #15, #16, and #7 were ranked highly on the "Specific Actions/Programs/Projects" list. He reiterated that items that received only a few votes would not automatically be discounted.

ARE THESE STATEMENTS STILL VALID?

Mr. DePrima requested that members review the City's Mission Statement, Vision, and Critical Success Factors for possible revision.

Mission Statement

In reviewing Page 3 of Exhibit #1 - Why Are We Here?, Mr. DePrima questioned if any changes to the City's Mission Statement were needed. He advised members that the current Mission Statement is as follows:

> It shall be the mission of the City of Dover to advance the following policies and projects however and whenever possible:
>
> **Quality of Life**
>
> Establish a Regional Library in Dover
> Promote Homeownership and Affordable Housing
> Strengthen Property Maintenance and Enforcement
> Support the Building of the Inner City Cultural Center
>
> **Infrastructure**
>
> Maintain and Improve the City's Infrastructure and Implement Brown Water Solutions
> Implement Plan to secure Electric Generation for the Next 20 Years
>
> **Economic Development**
>
> Implement Economic Development Strategy (Garrison Tract Development and Downtown)

Council President Hogan suggested the addition of a general statement such as "Improving Public Safety" to the Quality of Life category. Mr. Ruane noted that the meaning of Infrastructure is not clearly explained, and suggested the addition of Road and Transportation Improvements, which are critical to the City's infrastructure.

Vision

There were no changes suggested for the City's Vision, which reads as follows: "The City of Dover is a place where people want to live! Through the team effort of its elected officials, employees, and citizens, Dover is a clean and safe community with a future of balanced growth and opportunity where all citizens are heard, enjoy a high quality of life, and diversity is valued."

Critical Success Factors

Mr. Bonar suggested that staff "wordsmith" the Critical Success Factors to create an acronym for a word such as "success," "capital," or "relocate," which would provide the City with a tool to improve its image.

The City's Critical Success Factors were stated, as follows:

With these, we can achieve our Vision . . .
Customer Satisfaction and Effective Community Communication
Employee Satisfaction and Effective Employee Communication
Cost and Revenue Efficiency
Improve Downtown and Surrounding Neighborhoods
City Wide Safety
Economic Development and Job Growth

Dr. McGlumphy suggested that the Critical Success Factors relate to the Vision Statement, noting that the phrase "diversity is valued" is included in the City's Vision; however, there is no mention of this in the Critical Success Factors. He suggested that diversity be added, explaining that the City's workforce should be representative of the City's community.

Mr. Ruane suggested that the word "performance" be included in the sentence "Employee Satisfaction and Effective Employee Communication." He also felt that the phrase "Cost and Revenue Efficiency" is too narrow.

Mr. Leary felt that diversity is a global issue that pertains to economic development in the entire community. He suggested that all sectors of the community should have the ability to participate and that a general tone and tenor be set to encourage diversity as it relates to the economic environment.

By unanimous consent, members took a recess for lunch.

Meeting recessed at 11:59 a.m. and reconvened at 1:04 p.m.

THE NEXT BUDGET

Mr. DePrima reviewed a Presentation of the City's Budget ***(Exhibit #3)*** and re-emphasized that the version of the budget presented was very preliminary and is intended only to be used as a tool.

Responding to Mrs. Williams regarding the salary increase assumptions, Mr. DePrima stated that salaries were based on an average of the union contracts plus an additional 1% for pay-for-performance.

Mr. DePrima noted that the additional $619,029 in revenues is the result of additional funds from the red light photo enforcement program and franchise fees. He stated that the estimated transfer tax is projected at $1.4M for this year and $1M for next year.

In response to Mrs. Williams, Mr. DePrima confirmed that staff will limit the Capital Investment Program (CIP's) to the $1M projected revenue. In order to accomplish this, he noted that some projects, such as parks and playground maintenance and splash pad design, have been deferred. Dr. McGlumphy requested that staff provide a list of projects that have been deferred.

Responding to Mr. Ruane, Mrs. Mitchell stated that none of the models have been updated for utility revenues or expenses to determine if the City meets bond covenants. She reminded members that the models presented last year included assumptions for the "out" years. Mrs. Mitchell requested guidance regarding those assumptions, explaining that annual department expenses were set at 3.5%, retiree medical insurance was set at 6%, etc. She explained that staff would like direction as to whether members of Council feel that these assumptions should remain the same.

Mr. Bonar requested that staff provide members with the most recent assumptions to help determine if there should be a change in this regard.

Referring to the estimated percentages for rate increases, Mr. Ruane requested that, in addition to the percentages, staff provide actual amounts, which he felt would provide a better understanding.

Mrs. Williams referred to the Kent County Sewer Treatment Adjustment and requested that staff provide members with the number and percentage of pipes that have been repaired/replaced. Responding, Mr. DePrima indicated that, although there have been several sewer pipes replaced, the actual pipe repair/replacement program will begin in February.

Mr. DePrima encouraged members to consider ways in which the City can become less dependent on projected transfers and instead, relate its capital expenses to money already collected from the previous year (referred to as the "Seaford Method"). He explained that when transfer tax first began in Seaford, it was not utilized during the year it was collected and, from that point on, the City of Seaford began basing capital expenses on the amount of transfer tax received. He noted that Mrs. Mitchell would discuss this approach during a presentation to be provided later in the session.

Responding to Mrs. Russell regarding Pay-As-You-Go Water Load Station (Customer Service) on Page 12 of Exhibit #3 - Presentation of the City's Budget, Mr. DePrima stated that there is a pipe near the City's Warehouse that contractors utilize to fill-up tank trucks with water for their projects. He indicated that, currently, there is an honor system in place and no way for the City to ensure that the water is being paid for. Mrs. Tieman explained that a meter is going to be installed that will require payment prior to water being released.

In response to Mr. Salters, Mayor Carleton Carey explained that he has tried to secure grants for Downtown Security Cameras for the last three (3) years. He stated that the first cameras were funded by unexpended Parking Authority funds. He also reminded members that he has maintained a reduced budget the last two years but has continued to add cameras in critical locations with the available funds.

Referring to Page 13 of Exhibit #3 - Presentation of the City's Budget, Mrs. Tieman noted that the Generator for Public Services - Life Safety, in the amount of $17,500, has been removed.

Mr. DePrima reviewed the Budget Model ***(Exhibit #4)*** and reminded members that it included large assumptions but that changes could be made.

Council President Hogan requested that staff include another column, modeled with the transfer at $7.25M, with the next column being the $8.856M. In addition, he requested that staff make corrections so that all columns extend across into the blue lines for consistency.

Mr. Ruane suggested that the model include alternatives for the use of the transfer tax for Council's consideration.

Elaborating on the request of Council President Hogan, Mr. Leary suggested that a column be added that would represent the amounts required by policy to include expenses (actuarial recommendations) as well as revenues. Responding, Mr. DePrima stated that staff could develop a Budget Model to reflect policy only, with no assumptions (Full Policy Run).

Responding to Dr. McGlumphy, Mr. DePrima explained that the base budget is $38M, which does not include property tax increases, and that the model provides different scenarios for Council's consideration and direction.

By unanimous consent, members took a brief recess.

Meeting recessed at 2:45 p.m. and reconvened at 3:01 p.m.

FINANCING CAPITAL PROJECTS

Mrs. Donna Mitchell, Controller/Treasurer, reviewed a Presentation of Capital Project Financing - Governmental Funds ***(Exhibit #5)***.

Responding to Council President Hogan, Mrs. Mitchell confirmed her opinion that the City should consider utilizing bond issues to complete capital projects. In addition to the $1.3M that is currently required for the Library Project, it was her feeling that other projects, such as infrastructure and streets, could benefit from this approach. Mrs. Mitchell explained that there are issuance costs on every debt service; therefore, the City must be sure to receive all benefits for the costs of the bond issue.

In response to Mr. Ruane, Mrs. Mitchell stated that due to the current interest rates and the economic environment, this would be an ideal time to consider a bond issue, and suggested a minimum of $3M for such a bond issue.

Mr. DePrima noted that, although some funds are provided by legislators for street improvements, there are several main roadways in need of repair, and he felt that a bond issue could help the City complete these projects as well as a number of building projects, including renovations to the Council Chambers to make it handicapped accessible.

Responding to Council President Hogan, Mrs. Mitchell stated that her recent calculations, based on the annual debt service, revealed that the amount of bonds that can be issued is limited to $7.2M.

After much discussion, it was the consensus of members that staff should formulate a recommendation regarding a bond issue to be presented to the Legislative, Finance, and Administration Committee during their second meeting in March.

By unanimous consent, Council President Hogan declared the meeting adjourned.

Meeting adjourned at 3:28 P.M.

Respectfully submitted,

Kenneth L. Hogan
Council President

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Exhibits
Exhibit #1 - Presentation - Why Are We Here? (Attached to Original Minutes and File Copy)
Exhibit #2 - 2011 Council Retreat Votes
Exhibit #3 - Presentation of the City's Budget (Attached to Original Minutes and File Copy)
Exhibit #4 - Budget Model (Attached to Original Minutes and File Copy)
Exhibit #5 - Presentation - Capital Project Financing - Governmental Funds (Attached to Original Minutes and File Copy)

2011 COUNCIL RETREAT VOTES

BROAD - OUTCOMES

ITEM #	# OF VOTES	DESCRIPTION OF PRIORITY	VOTES FOR
1	8	Improve Public Safety - Gang Activity	Bonar, Carey, Hogan, McGiffin, McGlumphy, Russell, Salters, Williams
2	2	Keep Up to Date with Enforcement of Abandoned Properties	Leary, Ruane
3	1	Keep Revenues up with Costs	McGiffin
4	4	Continue Updating and Improving the Charter	Bonar, Hogan, McGiffin, Russell
5		Increase and Intensify Economic Development Initiatives	
6	5	Improve/Mend Relationships - Kent County, Chambers of Commerce, Kent County Partnership, State of Delaware, etc.	Bonar, Carey, Leary, McGlumphy, Williams
7	7	Secure Electric Generation - Next 20 Years	Carey, Hogan, McGiffin, Ruane, Russell, Salters, Williams
8	1	Secure Ownership of Electric System	Williams
9		Strategic Funding of Economic Development	
10	5	Continue/Increase Support of Cultural Arts	Carey, McGiffin, McGlumphy, Russell, Salters
11	6	Contain Cost to Meet the Current Revenue Base	Bonar, Carey, Leary, McGlumphy, Ruane, Williams
12	9	Continue Efforts to Meet/Change the Pension/OPEB	Bonar, Carey, Hogan, Leary, McGiffin, McGlumphy, Ruane, Russell, Salters
13	1	Increase Affordable Housing	Ruane

ITEM #	# OF VOTES	DESCRIPTION OF PRIORITY	VOTES FOR
14	2	Create Partnership with County for Joint Programs	Hogan, Salters
15	4	Contain the Size of City Government	Hogan, Leary, McGlumphy, Salters
16	4	Stop Continued Duplication of Services	Bonar, Leary, Russell, Williams
17	1	County Property Tax Relief for City Residents	Ruane

SPECIFIC ACTIONS/PROGRAMS/PROJECTS

ITEM #	# OF VOTES	DESCRIPTION OF PRIORITY	VOTES FOR
1	8	Continue Pressing of West Dover Connector	Bonar, Carey, Hogan, McGiffin, Ruane, Russell, Salters, Williams
2	5	Support Youth Mentoring	Bonar, Carey, McGiffin, McGlumphy, Salters
3	2	Recreation - Support Youth Development	Salters, Williams
4	6	Increase Police to Appropriate Level	Bonar, Carey, Leary, McGlumphy, Ruane, Williams
5	3	Implement Recommendations of Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee	McGiffin, Ruane, Williams
6	1	Support Family Support Programs	Williams
7	8	Stay Fully Compliant with Current Financial Standards/Government Accounting Standards Board (GASB)/City Policies	Bonar, Carey, Hogan, Leary, McGlumphy, Russell, Salters, Williams
8		Local Delaware Economic and Financial Advisory Council (DEFAC) Group	

ITEM #	# OF VOTES	DESCRIPTION OF PRIORITY	VOTES FOR
9	2	Go to Accurate Multi-year Budgeting	McGlumphy, Ruane
10	2	Collaborate More with Delaware Economic Development Office (DEDO), League of Local Governments, and Kent County	McGlumphy, Salters
11		Amend Charter to Address Annexation of Enclaves	
12	2	Re-examine the Authority and Scope of the Historic District Commission	Hogan, Leary
13	1	Create Strategic Loan Fund for Economic Development	Carey
14	2	Review the Dover Housing Authority and It's Relationship to the City	Hogan, Leary
15	9	Ensure Fair and Impartial Redistricting	Bonar, Carey, Hogan, Leary, McGiffin, Ruane, Russell, Salters, Williams
16	5	Re-examine Consent Decree on Minority District	Carey, Leary, McGiffin, Ruane, Russell
17		Reduce Tax Delinquency - Step up Tax Sales	
18	8	Improve Minority Recruitment Efforts	Bonar, Carey, Leary, McGiffin, McGlumphy, Russell, Salters, Williams
19	6	Complete the Library	Bonar, Hogan, McGiffin, McGlumphy, Ruane, Russell
20		Support Drug Abuse Rehabilitation Programs	
21	6	Address Issues/Provide Remedies for Abandoned Developments - Utility Committee Recommendation	Bonar, Carey, McGiffin, McGlumphy, Ruane, Williams

ITEM #	# OF VOTES	DESCRIPTION OF PRIORITY	VOTES FOR
22	1	Establish Random Drug Testing Program for All Employees	Russell
23	5	Establish an Ethics Hotline	Hogan, Leary, McGiffin, Russell, Salters
24	2	Review Council Benefits	Russell, Salters
25	2	Explore Term Limits for Members of Council	Bonar, Hogan
26	1	Explore Length of Terms for Members of Council	McGlumphy
27	3	Present State Legislation to Implement Local Service Function Budget for Kent County	Hogan, Leary, Ruane

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REGULAR COUNCIL MEETING

The Regular Council Meeting was held on February 28, 2011 at 7:30 p.m. with Council President Hogan presiding. Council members present were Mr. Bonar, Mr. McGiffin, Dr. McGlumphy, Mr. Ruane, Mrs. Russell, Mr. Salters, and Mrs. Williams. Mr. Leary was absent.

Council staff members present were Police Chief Hosfelt, Ms. Russell, Mrs. Townshend, Fire Chief Fortney (arrived at 8:09 p.m.), Mr. DePrima, City Solicitor Rodriguez, and Mrs. McDowell. Mrs. Mitchell was absent. Mayor Carey was present.

OPEN FORUM

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

Mr. N. C. Vasuki, 235 Carnoustie Road, stated that *Delaware Today* magazine has ranked the City of Dover as the second best place to live in Delaware, second only to Lewes.

Mr. Jeffrey Lank, on behalf of Eric Riddle of the Dover Jaycees, stated that this organization is very active in the community and is looking forward to working with the City of Dover, as they have in the past.

The invocation was given by Chaplain Dixon, followed by the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS

Mr. McGiffin moved for approval of the agenda, seconded by Mrs. Williams and unanimously carried.

Mrs. Williams moved for approval of the Consent Agenda, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF FEBRUARY 14, 2011

The Minutes of the Regular Council Meeting of February 14, 2011 were unanimously approved by motion of Mrs. Williams, seconded by Mr. Bonar and bore the written approval of Mayor Carey.

PUBLIC HEARING - PROPOSED RESOLUTION NO. 2011-03 APPROVING ALLEY ABANDONMENT (IMPROVED) - ADJACENT TO 514 EAST LOOCKERMAN STREET AND 222 SOUTH DUPONT HIGHWAY - HUB ASSOCIATES, LLC AND A & G KRAMEDAS ASSOCIATES

A public hearing was duly advertised for this time and place to consider abandonment of a portion of an improved alley located adjacent to 514 East Loockerman Street and 222 South DuPont Highway, owned by HUB Associates, LLC and A & G Kramedas Associates.

Mr. Anthony DePrima, City Manager, explained that the request is for abandonment of an improved alley. The abandonment was considered by the Planning Commission on December 20, 2010 and the Utility Committee on January 24, 2011. The Planning Commission and Utility Committee recommended approval of the requested abandonment, stipulating that utility easements be reserved for the City.

Council President Hogan declared the public hearing open.

Mr. Gregg Moore, Becker Morgan Group, on behalf of the applicant, HUB Associates, LLC, stated that the request for abandonment was submitted as part of a planned major renovation to the property.

Mrs. Thelma Johnson, 512 East Loockerman Street, stated that her property is affected by the abandonment. She noted that, since the abandonment is for the benefit of HUB Associates, LLC, they should be responsible for paying the $125 fee to record her new deed.

Council President Hogan declared the public hearing closed.

Responding to Mr. Salters, Mr. Moore stated that the applicant would be willing to pay the $125 fee for the recordation of Mrs. Johnson's deed.

Mr. McGiffin moved for approval of the request to abandon a portion of an improved alley located adjacent to 514 East Loockerman Street and 222 South DuPont Highway, owned by HUB Associates, LLC and A & G Kramedas Associates. The motion was seconded by Mr. Salters and, by a unanimous roll call vote (Mr. Leary absent), Council adopted Resolution No. 2011-03, as follows:

A RESOLUTION VACATING AND ABANDONING A CERTAIN ALLEY SITUATED IN THE CITY OF DOVER.

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

Section 1. The Council of the City of Dover hereby vacates and abandons the following alley:

> Being all that certain piece or parcel of land situated in the City of Dover, Kent County, State of Delaware, being an improved public alley running east to west, lying on the southerly side of and running parallel to East Loockerman Street, said portion of alley beginning at a point identified as the southeast corner of 516 East Loockerman Street, parcel #ED-05-077.06-01-63.00; thence running west toward Bayard Avenue, South 57 degrees 11 minutes 46 seconds West 213.78 feet along the northwest line of said 15' wide alley but stopping at the southwest corner of 512 East Loockerman Street, parcel #ED-05-077.06-01-65.00; thence running perpendicular across said 15' wide alley to a point in the southwest line of a 15' wide alley; thence running North 57 degrees 11 minutes 46 seconds East 213.78 feet along the southwest line of said 15' wide alley to a point at the corner of parcel #ED-05-077.06-01-87.00; thence running 15 feet along the eastern boundary of said 15' wide alley to the point and place of beginning and containing 3,206.70 square feet (0.0736 acres) of land, be the same more or less.

Section 2. Since no person has been deprived of property by the vacating and abandoning of the aforesaid alley, no compensation is awarded.

Section 3. The City shall retain a utility easement for the entire length and width of the aforesaid alley and all costs of conveyance shall be borne by the property owners.

Section 4. This resolution shall be effective upon the filing of a revised plot plan of the aforesaid alley.

ADOPTED: February 28, 2011

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE REPORT - FEBRUARY 14, 2011

The Parks, Recreation, and Community Enhancement Committee met on February 14, 2011 with Chairwoman Russell presiding.

Presentation - Broadband Technologies Opportunity Program (BTOP)/Job Center - Dover Public Library

Ms. Margery Cyr, Library Director, advised members that the Delaware Division of Libraries (DDL) received a grant through the U. S. Department of Commerce for the Broadband Technologies Opportunity Program (BTOP). She stated that the DDL is collaborating with multiple program partners to support a statewide learning laboratory program aimed at improving workforce skills and job searches for Delawareans at each laboratory and library throughout Delaware. Ms. Cyr reminded members that the Dover Public Library and the Delaware Economic Development Office joined forces to develop a Job Center at the Library, which opened in October 2009. She advised members that this program is currently limited in capacity, largely due to staffing, space, and time constraints. Ms. Cyr explained that funding from the BTOP award will allow the DDL to establish comprehensive job/learning labs in libraries across the State by leveraging unique partnerships between libraries and social service organizations to combat unemployment through workforce development and educational programs.

Ms. Cyr reviewed a Presentation titled BTOP 101, which provided information on the mission, grant award, project goals, partners, and benefits of the program. She noted that positive feedback had been received from those benefitting from the Library Job Center (included on Page 18 of the Presentation) and read into the record the following statement, which was received from one of the participants:

> "I just wanted to let you know that I am working as an HR Generalist full time and permanent in Philadelphia and the company is Simkar Corporation. I just wanted you to know how I am doing. Thanks again for all you did to assist me in my job search and guess what you inspired me to do? I have submitted a proposal to my Pastor to set our church in the direction of the library. I am excited about this endeavor and will let you know how it turns out."

Ms. Cyr introduced Ms. Allie O'Neill, a volunteer working at the Economic Development Office through Volunteers in Service to America (VISTA). Ms. O'Neill advised members that VISTA is part of the Federal Americorps Program and that VISTA volunteers commit to serve full-time for one (1) year with non-profit organizations or local government agencies and assist in running programs that are designed to bring communities out of poverty.

Ms. Cyr also introduced Ms. Bernadette Connell, who was hired through the BTOP Grant to establish job centers in the anchor libraries in the County and will be the Dover Public Library's BTOP Coordinator. Ms. Connell stated that she is currently working with other anchor library BTOP to assure that the program curriculum is ready for an April 1, 2011 start date.

Ms. Cyr introduced Ms. Becky Norton, the new Assistant Library Director for the Dover Public Library.

Responding to Mr. Ruane, Ms. Cyr indicated that a portion of grant funding was used for a public relations program and that a public relations marketing consultant will assure that notification of this program is provided throughout the State.

In response to Mr. Lewis, Ms. Cyr stated that the BTOP grant provides one (1) time funding for a three (3) year project; however, the DDL will be working on sustainability of the grant. She explained that there are plans to use some of the funding from the Schools and Libraries Universal Service Support Mechanism (E-Rate) as part of the sustainable funding for the grant.

Ms. Cyr advised members that one of the requirements of the BTOP Grant is that the Job Center remain open for a considerable amount of time during the week. She noted that, in the current Library, the only area available for this is the meeting room and that staff is working on determining how easily the Job Center can be "broken down" once it is closed. Ms. Cyr stated that availability of the meeting room will be very limited once the Job Center is opened. She advised members that the Job Center will be located on the second floor of the new Library in the Technology Lab, adding that the Small Business Center will also be housed on that floor.

Responding to Mr. Ruane, Ms. Cyr stated that the Seaford Public Library developed a Job Center and a Bridges Program (a structured education program) using the services of the Retired and Senior Volunteer Program (RSVP). She explained that the Bridges Program consists of three (3) day-long workshops with a specific curriculum each day. Ms. Cyr stated that it is very important that the Dover Public Library maintain the ability to assist customers on a walk-in basis, whenever needed, free of charge; however, she noted that the RSVP Bridges Program has also been very positive and the City is attempting to determine how to "blend" these programs.

Ms. Connell advised members that the goal is to make all four (4) anchor libraries very similar, offering the same services, with customization available to address the specific needs of the community.

In response to Mrs. Russell, Ms. Cyr stated that there were no applications received from City residents for the Coordinator positions.

Responding to Mr. Ruane, Ms. O'Neill confirmed that benchmarks will be used to determine the progress of the programs and, to date, the majority of the individuals utilizing the current programs offered by the Dover Public Library are City residents.

The Committee recommended acceptance of staff's report on the Broadband Technologies Opportunity Program (BTOP)/Job Center - Dover Public Library.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Semi-Annual Report on Statistics Regarding Jobs and Businesses Gained and Lost in the City of Dover Since July 2010

Mr. William Neaton, Economic Development Director and Director of the Downtown Dover Partnership, reviewed the semi-annual report of employment statistics on the 14 largest employers in the Dover area and reminded members that this information is updated and presented to members on a semi-annual basis (the last report was presented to members on July 12, 2010). He also reminded members that his office has established relationships with the management and human resources departments of these companies in order to track job growth or decline.

Mr. Neaton stated that, although the report does not reflect a significant increase in employment activity, he feels confident that the economy is turning around. As an example, he advised members that the Dover Sun Park is currently under construction at the Garrison Tract and that he meets with the project manager weekly. Mr. Neaton noted that local contractors have been hired for this project, which demonstrates a commitment to filling jobs related to this project locally.

Mr. Neaton advised members that, for approximately two (2) years, he has been working on bringing an Arizona-based company to the City, which has the potential of bringing 500 jobs to the Dover area. He stated that the company originally considered 11 different locations, which have now been narrowed to three (3) possibilities, one (1) of which is Dover. In December, Mr. Neaton stated that he, along with other representatives from the Delaware Development Office, Delaware Technical and Community College, Dover Air Force Base, Delaware State University, etc., met with the project manager of this company. Mr. Neaton indicated that a response is expected within the next 30 days.

Mr. Neaton stated that, for approximately 6 to 8 months, he has been working with another company that is considering relocating to Dover. He noted that this firm is searching for temporary warehouse space until such time that a 500,000 to 700,000 square foot facility can be built, and would bring approximately 50-100 jobs to the area. Mr. Neaton indicated that he anticipates a response from the project coordinator of this company within a week or two (2).

Mr. Neaton advised members that a local company hopes to expand its manufacturing capabilities by adding approximately 200 employees and that an incentive package was provided to this firm in December.

Referring to a previous request made by Dr. McGlumphy, Mr. Neaton apologized for not providing specific details regarding the downtown area in the report. He advised members that seven (7) businesses opened in the last six (6) months in the downtown area, creating approximately 15 additional jobs. Mr. Neaton stated that three (3) businesses closed, resulting in the loss of four (4) jobs, which reflects a net growth of 11 jobs. He reminded members of the positive activity occurring in the downtown area, such as the completion of the downtown charrette and construction planned to begin on Bayard Plaza.

In response to Mr. Ruane regarding the sale of Wilmington Trust, Mr. Neaton stated that Mr. Bonar requested that he obtain details on the effects this sale may have on employment in the Dover area.

Mrs. Russell suggested providing incentives to companies to remain in the City for several years, in addition to granting incentives for relocation to the area. She noted that it has been the City's experience with several companies that once the incentives have ceased, the companies have left the area, resulting in the loss of jobs and building vacancies. Responding, Mr. Neaton stated that the Delaware Development Office provides a five (5) year incentive program; however, the City provides a 10 year tax abatement program.

The Committee recommended acceptance of the Semi-Annual Report - Statistics Regarding Jobs and Businesses Gained and Lost in the City of Dover since July 2010.

UPDATES

The following updates were provided to members:

Schutte Park Space - Boys and Girls Club/CDSA

Mr. Darrell Tingle, Executive Director of the Greater Dover Boys and Girls Club, and Mr. Scott Brown, President of the Board for the Greater Dover Boys and Girls Club, stated that they have been meeting with the City Manager, Mr. Anthony DePrima, and the Parks and Recreation Director, Mr. Zachery Carter, to provide updates on the facility to be built in the Schutte Park area.

Mr. Brown distributed a Schematic Plan for the magnet facility of the Greater Dover Boys and Girls Club, which was developed by Mr. Robert MacLeish, Sr., President of Lighthouse Construction, Inc. Mr. Brown noted that there are currently three (3) Boys and Girls Club facilities located in the City of Dover, with the Simon Circle facility being the largest. He stated that he was notified by the Dover Housing Authority that, soon, the building at Simon Circle will no longer be available and that the Boys and Girls Club must vacate the facility by January 2013.

If approved by the City, Mr. Brown stated that the organization plans to present the Schematic Plan to an architect to develop a design and determine cost estimates to be presented to the State Boys and Girls Club Board for approval. He explained that it is hoped that the capital campaign will begin on July 1, 2011. Mr. Brown stated that the local Boys and Girls Club will need to raise 23%-24% of the funds and the State Board will raise the balance. He noted that the preliminary estimate is $1.5M to $4M and that it is planned to construct the facility in phases. Mr. Brown stated that he felt confident that the local Club could raise the required funds for Phase 1 of the project within one (1) year, noting that this phase would include the walk-in area, a team room, half of the gym, classrooms, etc., which would provide more than ample space to house the programs that the organization currently offers.

Responding to Mr. Lewis, Mr. MacLeish assured members that, although utilities have not been finalized at this time, green energy sources will be considered.

In response to Mrs. Russell, Mr. Brown stated that he anticipates that Phases 2 and 3 will begin immediately upon completion of Phase 1; however, Phase 4 will probably be delayed for 5 to 10 years.

Mr. Ruane questioned if staff had reviewed a Conceptual Site Plan for this project and if there were any concerns regarding the size, exits, entrances, etc. Responding, Mr. DePrima stated that when the initial "footprint" of the project was received, it was not prepared as a Site Plan; therefore, details such as size/layout of the parking lot and stormwater management were not included. He reminded members that one of the Parks and Recreation Director's goals is to develop a Master Plan for Schutte Park. Mr. DePrima stated that staff is collaborating with the Planning Department to determine the location of the building and the number of parking spaces required. He indicated that this information will be depicted on the Master Plan, noting that the Boys and Girls Club is not at the point in this project when a Site Plan is required. Mr. DePrima assured members that, since the building will be smaller than originally proposed, the area will be large enough to accommodate the project. Since Phase 4 includes adding a second floor to the building, Mr. DePrima suggested that a reserve area be designated to allow for additional parking, if needed.

Responding to Mr. Ruane, Mr. DePrima noted that the new roadway created by the realignment of Wyoming Mill Road will be completed prior to the construction phase of this project, and that City staff is aware of the Delaware Department of Transportation's (DelDOT) requirements for entrances and exits for the facility. Elaborating, Mr. Scott Koenig, Public Services Manager/Director of Public Works, stated that a pre-construction meeting for the new roadway project is scheduled for March 1, 2011 and that the contractor plans to begin work within 30 days after that date. He noted that this project is estimated to be completed within six (6) months.

In response to Mrs. Russell, Mr. DePrima stated that, although there are not many adjacent property owners, it is too early to begin notification, which will occur prior to the construction phase.

Puncheon Run Watershed Action Team and Flood Plain Mapping Update

Mr. Scott Koenig, Public Services Manager/Director of Public Works, advised members that the Kent Conservation District is nearing completion of the overflow channel provided through the Clean Water Fund. Staff has been working on preparing some of the map tiles related to the 100-year flood plain across the City and identifying all of the individual property owners involved.

Mr. Koenig advised members that a flood study would entail significant funds and that publishing a new map could have unintended consequences if the map is sent to financing companies, who could establish flood insurance requirements. He stated that a resident of Shadow Court (adjacent to Puncheon Run) pursued obtaining his own letter of map revision through the Corps of Engineers, which cost approximately $400. Mr. Koenig explained that this letter could be used by the resident to prove to the insurance company that flood insurance is not necessary; however, this type of amendment does not actually change the map published by the Federal Emergency Management Agency (FEMA). He noted that all of the residents along Puncheon Run could pursue map revisions

for their individual properties, some being successful and others not. Mr. Koenig stated that he has been advised that there have been instances when a private surveyor has been requested to conduct "group" surveys for individual property owners. It was his feeling that this may be the avenue preferred by the City if map revisions are desired for these individual property owners versus obtaining a flood plain study.

Mr. Anthony DePrima, City Manager, suggested that the City serve as a facilitator and request the resident of Shadow Court, his surveyor, Mr. Mike Powell, and interested citizens to conduct a step-by-step workshop that would empower the residents to obtain map revisions.

The Committee recommended that the City facilitate a workshop with appropriate technical assistance, including the resident of Shadow Court, to educate residents on how to obtain map revisions individually or by group action.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Planning and Funding for New Library

Ms. Margery Cyr, Library Director, reviewed the update information regarding the planning and funding for the new library.

CDBG Program

Mrs. Tracey Harvey, Community Development Manager, reported the Status of FY 2009-2010 CDBG Projects.

Housing and Recovery Act of 2008 Funds (Neighborhood Stabilization Fund)

Mrs. Tracey Harvey, Community Development Manager, reviewed the Update on the Housing and Recovery Act of 2008 Funds (Neighborhood Stabilization Fund) which was provided to members.

Mr. Ruane requested that staff provide the net result of the purchase and sale of properties.

Youth Advisory Committee

Mrs. Russell advised members that applications continue to be received and reviewed for the Youth Advisory Committee.

In response to Mrs. Russell, Mr. Robert MacLeish, Sr., Greater Dover Committee, stated that he serves on the Youth Committee of the Greater Dover Committee and felt that the two (2) youth committees could benefit from interaction. Mrs. Russell assured Mr. MacLeish that Mrs. Kay Dietz-Sass, Public Affairs Coordinator, would send him information for his review.

By consent agenda, Mrs. Williams moved for acceptance of the Parks, Recreation, and Community Enhancement Committee Report, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

UTILITY COMMITTEE REPORT - FEBRUARY 14, 2011

The Utility Committee met on February 14, 2011 with Chairman Ruane presiding.

Green Energy Fund Grant Modification

Mr. Ron Lunt, Public Utilities Director, reminded members that approximately five (5) years ago, the State of Delaware adopted the Delaware Energy Act, which includes a Green Energy Fund Program. He stated that this program allows the City's electric customers to contribute funds to financially support the installation of renewable energy resources and promote the use of energy efficient technologies. Mr. Lunt noted that this program is administered by the Delaware Municipal Electric Corporation (DEMEC) for municipal providers in the State, including the City of Dover. He explained that the Green Energy Fund Program specifies grant limits (a percentage of payment and total payment) for the installation of qualifying technologies and advised members that DEMEC suggested that the City modify the percentage of the grant payments, the total grant limits, and increase efficiency standards for geothermal heat pumps. Mr. Lunt explained that the modifications will assist in ensuring that funds are available for the greatest number of grant applicants. He indicated that, currently, the City of Dover has a backlog of applications dating back approximately 1.5 years.

Mr. Lunt reviewed the Dover Green Energy Fund Incentive/Grant Proposed Changes, which provides details of the proposed changes recommended by DEMEC and includes two (2) major variations recommended by staff. He noted that on December 10, 2010, Delmarva Power and Delaware Electric Cooperative modified their grant programs to incorporate similar recommendations.

Mr. Lunt explained that staff's recommendations for variations from DEMEC's proposed changes are as follows:

1) Non-profit applicants for photovoltaic system grants should be provided funding at the same level as non-residential applicants.

2) Non-profit applicants for fuel cells should be provided the same grant percentage calculation (20%) as residential and non-residential applicants.

Mr. Lunt stated that these suggestions from staff relate to the large number of schools, colleges, and other non-profit entities based in the City due to the fact that it is the State capital. Because of the substantial backlog of applications, he indicated that staff felt it more appropriate to treat all non-residential groups equitably. Mr. Lunt noted that non-profit groups were only identified by Delmarva Power as separate entities in the December 2010 modification; prior to this, they were classified in the same category as non-residential applicants.

In reviewing the *Dover Green Energy Fund Incentive/Grant Proposed Changes*, Mr. Lunt advised members that the proposed changes were noted in red text on the first line of the table that applies to each type of system, and that the second line includes current program guidelines. He noted that the two (2) boxes highlighted in yellow identify staff's suggested deviations from DEMEC recommendations. Mr. Lunt also stated that system qualifications were modified to better reflect the

value of the installation. For example, he indicated that photovoltaic and small wind turbine grants are now based on output rather than installation cost to incentivize the installation of more efficient systems and that these systems are now limited to a maximum size of 50 kW. Mr. Lunt stated that the same principle applies to solar water heater and geothermal heat pumps, noting that more efficient systems receive larger grants, or qualify for these grants. He stated that the least efficient geothermal heat pumps (previous units with energy efficiency ratings (EER) of 14) would be eliminated from the program, due, in part, to advancements in technology. Lastly, he advised members that the limit for the percentage calculation for fuel cell grants is being reduced to provide more equity between system options.

Responding to Mr. McGiffin, Mr. Lunt indicated his concern that a State facility could be classified as a non-profit entity. Disagreeing, Mr. McGiffin stated that he felt that the State of Delaware would not qualify as a non-profit entity.

To further encourage conservation, Mr. Lunt stated that residential applicants will be required to complete a City of Dover Public Utilities Residential Utility Service Audit, which may be scheduled by calling 736-7070. He indicated that all non-residential applicants will have an energy audit completed by a prequalified commercial auditor and that a listing of auditors can be found at www.energizedelaware.org/businessallies. Mr. Lunt noted that the expense of this audit will be the sole responsibility of the applicant and that the listing is maintained by Delaware's Sustainable Energy Utility. He stated that this requirement is also included in the Green Energy Program administered for Delmarva Power customers.

Staff recommended adopting the Dover Green Energy Fund Incentive/Grant Proposed Changes as outlined and funding non-profit applications at the same levels/caps as non-residential applications.

Major Kosior felt that lowering the maximum grant amount could discourage non-profit entities from applying and suggested that DEMEC is attempting to encourage that specific sector. Responding, Mr. Lunt stated that the recommendation is not to discourage non-profit groups from applying, but to continue to consider non-profit applicants as they have been considered in the past, as part of the non-residential pool of applicants. He suggested that the proposed grant changes that reflect an inclination to encourage non-profits were made by Delmarva Power, which deals with various types of stakeholders.

The Committee recommended approval of staff's recommendation to adopt the Dover Green Energy Fund Incentive/Grant Proposed Changes, with the stipulation that the proposed changes be revised to incorporate the Delaware Municipal Electric Corporation's (DEMEC's) recommendation to include a distinction for non-profit organizations.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Retail Customer Demand Response Tariff Modification

Members were reminded that, in 2009, the Federal Energy Regulatory Commission (FERC) issued Order No. 719 which attempted, in part, to remove barriers to Demand Response Programs (DRP) operated by regional transmission organizations such as PJM Interconnection, LLC (PJM). Mr. Ron Lunt, Public Utilities Director, advised members that the City of Dover had a specific

interest in a requirement that those utilities selling less than four (4) million MWh's must have the relevant electric retail regulatory authority (City Council) approve the participation of their retail customers in the program. He stated that on February 22, 2010, City Council affirmed this intent and created a Retail Customer Demand Response Tariff to document that the City of Dover affirms participation in this program. Mr. Lunt noted that the tenets of the PJM-operated DRP include a provision to compensate customers who reduce their consumption during periods of tight energy supply or high usage. He indicated that the reduction of load also ensures electric grid reliability and helps alleviate costs associated with new generation plants and transmission upgrades, both of which are concerns on the Delmarva Peninsula.

Mr. Lunt explained that staff recommends that the City, or its authorized designee, be the only DRP authorized to administer this program in the City's electric territory. He stated that, currently, staff intends to designate DEMEC as its authorized designee. Mr. Lunt advised members that the reason for the modification to a single provider is twofold, as follows:

1) DEMEC solicited proposals from five (5) different providers and the proposal selected provided the greatest return to the customer (80% return to customer, 20% retained for operations).

2) The City could call on its customers to reduce load during local system emergencies and/or in an effort to reduce load during power peaks, utilizing this procedure as a local demand response program which could reduce future capacity expenses.

Mr. Lunt advised members that in calendar year 2010, nine (9) customers participated in the DRP through various Curtailment Service Providers that are registered with PJM. He assured members that these customers will be notified of the change in the tariff and would transition into the DEMEC program within one (1) year.

Staff recommended adoption of the modifications to the Retail Customer Demand Response Tariff. It was noted that the proposed tariff has been reviewed by the City of Dover Utility Attorney, Mr. Kirk Betts, Betts and Holt, and that he has approved this tariff in its final form.

The Committee recommended approval of staff's recommendation to adopt modifications to the Retail Customer Demand Response Tariff.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Amendments to Renewable Energy Portfolio Standards (RPS) Legislation

Mr. Ron Lunt, Public Utilities Director, reminded members that, in 2010, Delaware legislators amended the Renewable Energy Portfolio Standards (RPS) legislation by requiring municipally-owned electric utilities to develop plans to include renewable power sources in their power supply portfolios by 2014. He indicated that the amount of renewable power sources must be compatible with the standards set for Delmarva Power, which plans to obtain 11.5% of its power from renewable sources by 2014 and 25% by 2025.

Mr. Lunt reviewed a proposed amendment to the RPS legislation, which would allow municipalities to include and count conservation, energy efficiency and demand-side management programs in their RPS plans. He noted that staff felt that these aspects of energy management are just as important as renewable energy sources and that a credit should be received for these efforts. Mr. Lunt explained that, in general, these kinds of programs are more cost effective than renewable energy sources at this time.

Staff recommended that the Mayor and Council President write a letter in support of the RPS Legislation Amendment.

Mr. Ruane requested that staff advise members when the proposed legislation is presented for a hearing so that they may attend to indicate their support.

The Committee moved to recommend that the Mayor and Council President send a letter in support of the Renewable Energy Portfolio Standards (RPS) legislation amendment.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Review of Utility Related Capital Investment Plan (CIP) (Electric and Water/Wastewater) *(December)*

Members were provided a Project Tracking Report, as of December 31, 2010, for the Utility (Electric and Water/Wastewater) Related Capital Investment Plan (CIP).

Mr. Ron Lunt, Public Utilities Director, stated that Council approved a change order for the inclusion of a force main as a part of the Delaware State University/Delaware Technical and Community College Force Main Rerouting Project. He advised members that the infrastructure has been installed and is currently being tested and if it passes, the project will be substantially complete. Mr. Lunt explained that blacktop work and seeding will be completed in the spring when temperatures are warmer.

In addition, Mr. Lunt noted that the City has received full approval from the Delaware Department of Transportation for the Route 13 Water Main Project and he anticipates opening the project for bids within the next two (2) weeks. He reminded members that this project includes the replacement of the Route 13 southbound lane water main, from State Street to White Oak Road, and will be a nighttime project.

The Committee recommended acceptance of the Utility Related CIP (Electric and Water/Wastewater) Report.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

By consent agenda, Mrs. Williams moved for acceptance of the Utility Committee Report, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - FEBRUARY 14, 2011

The Legislative, Finance, and Administration Committee met on February 14, 2011, with Chairman Leary presiding.

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.

Mr. Leary noted that there were no critical positions to be considered; therefore, no further action was required.

Proposed Amendment to Purchasing Policy - Debarment

Mrs. Donna Mitchell, Controller/Treasurer, advised members that the City recently received a U. S. Department of Energy grant through the Delaware Emergency Management Agency (DEMA). She explained that, as a result of a sub-grant monitoring visit by DEMA on November 17, 2010, DEMA recommended incorporating written procedures for vendor debarment in the City's Purchasing Policy. Mrs. Mitchell reviewed (new) Section 11 - Debarment of Vendors for Consideration of Awards of the City's Purchasing Policy. She noted that the amended policy would include procedures for the debarment of vendors/contractors who have violated policy standards, prevent such vendors from contracting with or selling items to the City, and require the use of the Federal Excluded Parties Listing to preclude the award of any contract utilizing federal funds to debarred companies/individuals.

The Committee recommended that (new) Section 11 - Debarment of Vendors for Consideration of Awards be incorporated in the City's Purchasing Policy.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Debt Management Policy Review

Mrs. Donna Mitchell, Controller/Treasurer reviewed the Draft City of Dover Debt Management Policy (issued August 24, 2009 and revised February 14, 2011), noting that the Finance Department periodically reviews this Policy and presents recommended changes. She explained that recommended revisions to the Policy were depicted in red font, noting that a majority of the suggested changes were not substantive but were made to clarify current policy. Mrs. Mitchell noted the addition of the term "bank qualified" to Section IV, Paragraph A - Short-Term Debt (Page 3). She indicated that, in this context, the term refers to a tax-free commercial bank loan or tax-exempt bonds sold to a bank, and noted that this definition was added to the Policy Glossary (Page 13). In addition, Mrs. Mitchell stated that changes were made to Section V - Restrictions on Debt Issuance, A) Charter Restrictions, Paragraph iii (Page 4) to reflect that the City's debt issuance is limited to five (5) percent of the total assessed value of real property, in accordance with the City's current Charter.

Mrs. Mitchell explained that the information included in blue font on Pages 4 and 5 of the Draft Policy is not part of the policy but was inserted to provide additional information to members regarding the City's current financial standing.

Mr. McGiffin commended Mrs. Mitchell's diligence in ensuring that the policy is current.

The Committee recommended approval of the revised City of Dover Debt Management Policy.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

By consent agenda, Mrs. Williams moved for acceptance of the Legislative, Finance, and Administration Committee Report, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

JOINT LEGISLATIVE, FINANCE, AND ADMINISTRATION AND SAFETY ADVISORY AND TRANSPORTATION COMMITTEE REPORT - FEBRUARY 17, 2011

A Joint Meeting of the Legislative, Finance, and Administration and Safety Advisory and Transportation Committees was held on February 17, 2011 at 6:00 p.m. with Chairman Leary presiding.

Proposals to Address Community Concerns

Members were recently made aware of gang activities occurring in and around the City of Dover. Meetings were held on November 15, 2010 and December 6, 2010 to discuss these issues. As a result of these meetings, Police Chief James Hosfelt reviewed a letter from the Dover Police Department, dated February 4, 2011, which offered possible solutions.

Chief Hosfelt reminded members that the Dover Police Department is currently staffed at 89 officers and that two (2) additional officers will be hired in March, based on Council's prior approval, one (1) of which will be paid over the next 30 months by a Community Oriented Policing Service (COPS) grant. Chief Hosfelt stated that these two (2) officers will bring the Department's staffing to 91 officers. Chief Hosfelt requested consideration of hiring two (2) additional officers, which would bring the total police force to 93 officers, and that the hiring process be completed in time for all new officers to attend the next Delaware State Police Academy class, which he stated may be scheduled as early as mid-March 2011. He reminded members that the current police operating budget can absorb the costs of the additional officers through the remainder of the fiscal year; however, he noted that it will take a strong commitment by the Committee and all of Council to fund these positions in FY 2012 and beyond.

Chief Hosfelt assured members that the Police Department understands its responsibility to serve the citizens of Dover, while working within the confines of the budget established by City Council, and that the request would not cause detriment to other needed services within the City. He indicated that the authorized strength of 93 officers would allow for the number of officers assigned to community policing, quality of life, and the drug unit to be restored to previous levels.

Mrs. Russell moved to recommend approval of staff's recommendation, seconded by Mr. Bonar.

Responding to Mr. McGiffin, Mrs. Russell indicated that her motion was to support the recommendation to increase the police force to 93 officers.

In response to Mr. Bonar, Chief Hosfelt explained his suggestion regarding the concept of "civilianizing" some positions within the Department that are currently filled by police officers, such as the Red Light Enforcement Officer, noting that the cost of a civilian employee would be less than that of an officer. He stated that there are some positions that could be filled with retired law enforcement officers, and that the State Police have adopted this approach with some units. Chief Hosfelt explained that hiring retired officers for these positions is a necessity because police certification is required, and retired officers can maintain certification with very little impact to the organization. He advised members that a civilian Sex Offender Agent costs the State approximately $40,000 per year and a civilian Red Light Enforcement Officer costs approximately $46,000 per year, much less than the cost of a new officer at $85,000. Therefore, he stated that filling these positions with retired officers would be another way to increase available police staffing at a cost much less than hiring an additional officer.

Responding to Mr. Bonar regarding the request to establish a one-time "Police Chief" discretionary fund by including an additional $40,000 in the budget, Chief Hosfelt stated that the additional funds are being requested to financially sustain the Department through the end of the fiscal year when the Department will be "short" officers due to Academy attendance.

Mr. DePrima assured members that staff has completed the latest estimate for the current budget and that funds are available to accommodate the two (2) monetary recommendations (two (2) additional officers and an additional $40,000 in discretionary funds).

Mr. Bonar moved to amend the motion by accepting the Police Chief's Report in its entirety by recommending approval of the recommendation for the additional $40,000 in discretionary funds and civilianizing positions within the Department that are currently filled by police officers. The motion was seconded by Mr. Davis.

Mr. McGiffin relayed reluctance to support the amendment to the motion since the financial implications of the additional $40,000 discretionary funds and the creation of three (3) civilian positions are not known. Responding, Chief Hosfelt stated that the recommendation is to explore the option of civilianizing positions so that, in the future, if it is determined that additional police officers are necessary, this approach could be used to increase the number of police officers with less impact on the budget. However, he assured members that, at this time, staff is not recommending authorization to civilianize the positions, but is only recommending that this concept be explored for possible implementation in the future.

In regards to the additional $40,000 discretionary funds, Mr. DePrima stated that the financial implication would be limited to $40,000, explaining that if the $40,000 being considered is not provided to the Police Department, it would be applied to the fund balance.

Responding to Mr. Ruane regarding consideration of civilianizing School Resource Officers, Chief Hosfelt informed members that the State Police attempted to make all School Resource Officers agents rather than officers (retired police officers) last year, and State legislators did not approve this request. As a result, he stated that this change would require an amendment in legislation and noted that staff would be willing to further investigate this matter. Mr. Ruane requested that staff determine the possibility of including the civilianization of the School Resource Officers and provide members an update.

The amendment to include accepting the Police Chief's Report in its entirety by recommending approval of an additional $40,000 in discretionary funds and consideration of civilianizing positions within the Department that are currently filled by police officers was unanimously carried.

The Committee recommended that the Police Chief be authorized to hire two (2) additional officers for the upcoming Police Academy class, which would bring the total police force to 93 officers; establish a one-time "Police Chief" discretionary fund by including an additional $40,000 in the budget; and review the feasibility of civilianizing positions within the department that are currently filled by police officers.

By consent agenda, Mrs. Williams moved for approval of the Committee's recommendation, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

By consent agenda, Mrs. Williams moved for acceptance of the Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee Report, seconded by Mr. Bonar and carried by a unanimous roll call vote (Mr. Leary absent).

Public Comment Period (15 Minutes)

There was no one present wishing to speak during the public comment period.

ANNUAL REPORTS

By motion of Mrs. Williams, seconded by Mr. Bonar, the following Annual Reports were accepted by consent agenda (Mr. Leary absent):

Fire Department
Planning and Community Development
Police Department

EVALUATION OF BIDS - WELLHEAD REDEVELOPMENT CONTRACT

Mr. Anthony DePrima, City Manager, advised members that the Public Utilities Department maintains blanket contracts with potential contractors to ensure that the bidding rules are adhered to for any contractors that might be hired to perform work for the Utility Department. He indicated that these contracts are priced as a "time, equipment, and material" contract and may exceed $25,000 annually.

Mr. DePrima explained that the Wellhead Development Contract will provide for the rehabilitation and repair of nineteen (19) production wells in an effort to maintain operations and/or increase the yield of each well as it relates to the permitted allocation. He noted that the recommended contractor

will perform flow testing of each well and provide a report detailing testing results and recommendations. Mr. DePrima stated that, upon reviewing information provided by the contractor, the City of Dover will plan for and/or schedule further repairs as needed based upon the bid prices provided.

Mr. DePrima stated that a Request for Proposal (RFP) was advertised according to the City purchasing policy by the City's Purchasing Agent under RFP #11-0037DPU and a mandatory pre-bid meeting was held on January 13, 2011. Three (3) potential bidders attended this meeting and two (2) submitted qualified proposals. The proposals were evaluated using the following criteria: demonstrated experience with similar projects including a history of achieving highest and best results among its peers; cost; previous projects in the City of Dover; and availability to perform duties. Mr. DePrima stated that the recommended contractor scored the highest on this evaluation and, based on the minimum anticipated scope of work for this year, had the lowest cost proposal. The two (2) bidders provided base bid prices for known (defined) work, hourly rates for anticipated (undefined work), and future year escalation charges. A.C. Schultes of Delaware, Inc. included a 3.5% annual escalation and Uni-Tech Drilling Company, Inc. included a 10% annual escalation.

Staff recommended awarding a three (3) year agreement for the Wellhead Redevelopment Blanket Contract to A.C. Schultes of Delaware, Inc., as per the pricing included in the bid submittal.

Mr. McGiffin moved for approval of Staff's recommendation, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Leary absent).

EVALUATION OF BIDS - ENGINEERING SERVICES CONTRACT FOR WATER AND WASTEWATER UTILITIES

Mr. Anthony DePrima, City Manager, advised members that the Water and Wastewater Utilities are continuously working on various system upgrades and capacity improvements to the infrastructure of both utilities. These projects take numerous hours of engineering design and analysis, in addition to project management efforts. He explained that this request for proposal was designed to obtain engineering firms capable of performing engineering and project management services in the appropriate areas for each utility. Nineteen (19) proposals were received, reviewed, and analyzed. Five (5) firms were deemed non-responsive due to the omission of required information. The fourteen (14) firms which submitted complete proposals were evaluated based on ability to provide services and may not represent the lowest price.

Mr. DePrima stated that, due to the number of projects, the variety of complexity involved in each project, and the need to meet the requirements of the Utilities, staff recommended, awarding the contract to three (3) companies. This would allow flexibility to choose a firm based on its availability and individual expertise.

Mr. DePrima noted that each firm was evaluated on each function in the following areas: experience (demonstrated experience with similar projects and history of achieving highest and best results among its peers); project management (project organization and management, including staffing, management control and sub-contractor utilization); staff (qualifications and utilization of the firm's employees assigned to the provision of services, including previous work experience, technical

management experience, education and training); costs (analysis of hourly rates and other costs for the various phases of services proposed); service ability (firm's ability to provide a full spectrum of engineering services including personnel, managerial, and other resources required to meet the project's objectives); location (geographical location in relation to the City of Dover); local standards (familiarity and experience with the standards of the City of Dover, Delaware Department of Transportation (DelDOT), Kent Conservation District (KCD), Delaware Department of Natural Resources and Environmental Control (DNREC), and Delaware Office of Drinking Water (ODW).

Mr. DePrima noted that the total cost over the term of each contract will probably exceed $25,000; however, costs will be reflected in the appropriate budget. Upon award, these consultants will be available to all City departments requiring civil engineering based services. These services, as contained within the Scope of Work in the Request for Proposals, include: civil design engineering, construction engineering/inspection, project administration, general civil support (plan review, cost estimating, surveying, mapping, project conceptualization, etc.), traffic engineering, structural engineering, and geological/geotechnical engineering or other related services.

Staff recommended awarding three (3) three-year contracts to URS Corporation, Pennoni Associates Inc., and KCI Technologies, Inc., as per the pricing included in the bid submittal.

Mr. Bonar moved for approval of Staff's recommendation, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Leary absent).

EVALUATION OF BIDS - DOVER PUBLIC LIBRARY BID PAC B

Mr. Anthony DePrima, City Manager, advised members that in July 2009, EDiS Company was selected as the construction management firm for the Dover Public Library project. During their Regular Meeting of November 22, 2010, City Council approved a contract with EDiS Company for construction and construction administration services, pending final determination of the guaranteed maximum price. He noted that, with the completion of the construction documents and bidding, the construction phase for the library project is ready to begin.

Mr. DePrima stated that EdiS Company would serve as the Construction Manager at Risk for the Dover Public Library project. Under the Construction Manager at Risk agreement, a maximum guaranteed price for the library construction was determined after all bids were reviewed by EdiS Company. The proposed Guaranteed Maximum Price for the construction is $16,502,821. The project is slightly below budget when combined with all the other related project costs, including the revised cost of the exit road included in Bid Pac A. The total project costs are $20,631,252, which is $14,917 less than estimated in November. There have been a number of changes throughout the cost summary, some of which are as follows: 1) as prices were refined, costs moved from the contingency in Other Construction Costs to Trade Costs; 2) design cost in the original document overlooked the architect's program confirmation fee spent early in the project; 3) estimated costs of Furniture, Fixtures, and Equipment was reduced; and 4) there is a new $21,303 owner's contingency in Owner Administration that can be used for contingency costs not related to construction, such as site work, in addition to the $485,802 construction contingency. At the end of the project, if costs are under the Guaranteed Maximum Price or budgeted contingency costs are not used, the savings will go to the City.

Mr. DePrima explained that, if there are apparent savings during construction, he may reinstate options to construct some features that have been removed from the project through value engineering and present them to City Council for approval. He noted that EDiS Company continues to work on cost savings with contractors and that any further cost savings will be reflected in a greater owner's contingency.

Mr. DePrima stated that a number of additional value engineering options were exercised during the bidding administration phase to bring the project within the scope of the budget; however, none of the value engineering options have affected the scope of the project, program space, or the Leadership in Energy Design (LEED) certification. Included in the base budget is the fit-out of the 1,200 square foot multi-purpose rooms. Originally, this was recommended as an add alternate to be funded at a later date; however the importance of the multiple purpose room was elevated with the recent announcement of the Broadband Technologies Opportunity Program (BTOP) Grant. The federal grant requires a job center and technical training room. The Technology Lab was planned to serve as an interim multiple-purpose room; therefore, the multi-purpose room must be fitted out now. Constructing the multi-purpose room as part of the core construction will allow rental revenue to be received earlier and permit more community programming. To fit the multi-purpose room into the core construction budget, the stone exterior ends of the building will be removed from the project and a more cost effective brick treatment will be utilized. This change was strongly endorsed by the Anchor Library Steering Committee and was reviewed with the Historic District Commission, who will review the alternate exterior treatment of the exterior ends of the building.

Mr. DePrima noted that the Teen Loft fit-out is not included in the Guaranteed Maximum Price. He stated that the Anchor Library Steering Committee strongly urges City Council to consider adding this option back into the project, as teen services are an essential library component. EDiS Company advises that the fit-out can be added for $169,080, which is is significantly less than the $338,775 estimate given to City Council in November and represents less than 1% of the total project budget. The Steering Committee feels that this is an important part of the library programming, particularly in light of the efforts to combat teen gangs and drug use, as the Teen Loft will become a safe place for Dover's teens. The Committee also feels that the Teen Loft is an important feature to promote for library fundraising. In addition, fitting the Teen Loft after the library is built would cost more and disrupt library operations. The Steering Committee feels that this added cost can be covered through the fundraising campaign. Mr. DePrima advised members that, assuming the $169,080 would be borrowed, $19,000 would be added to the debt service figures presented in November, resulting in a tax increase of less than $1 per year.

Referring to the updated Library Funding Plan, Mr. DePrima noted that an additional $257,761 has been raised since the plan was presented in November and stated that this is reflected in the reduction of the construction loan line item.

Mr. Gerald Doherty, Vice President, EDiS Company, advised members that EdiS has agreed to an open book process, which means that the City will have the opportunity to audit the books, evaluate bidders, and evaluate the results to see how the total price was arrived at. He noted that the project was publicly advertised for all bidders under certain criteria, such as required bonding of contractors.

The lowest bids were reviewed to ensure the contractor had bid on the correct project, the right scope of work, and did not miss any part of the proposal. Mr. Doherty stated that EDiS was able to successfully select the low bidder in every category of the project and abided by the City's requirements for local vendor and Disadvantaged Business Enterprise (DBE) preference.

Mr. Doherty stated that EDiS agreed to manage the project as a Construction Manager at Risk under the condition that a large amount of money is set aside to draw from to cover any inconsistencies in the drawings and any items that may occur during construction of the project that could cause price increases. He noted that there are no shared savings; therefore, if contingency funds remain after the project is completed, the savings will be returned to the City. Mr. Doherty advised members that, prior to finalizing the contracts for the subcontractors, the contractors will be able to recommend voluntary alternates or cost-saving ideas to further reduce the cost of the project.

Responding to Mr. Ruane, Mr. Doherty stated that over 115 bidders responded to the advertisements for bids and 20 separate contracts would be awarded. He noted that there would be a minimum of 35-40 and a maximum of 80-85 individuals onsite during construction.

Responding to Mrs. Williams, Mr. Doherty stated that four (4) DBE contracts, constituting 20% of the cost of the project, will be awarded. He advised members that the number may be higher once the sub-tier contracts are awarded. Mr. Salters requested that an update be provided on the number of actual DBE contracts after the sub-tier contracts were completed.

Staff recommended authorizing the City Manager to enter into a contractual agreement with EdiS Company for a preliminary estimated amount of $16,502,821 for the construction of the project and approving the Library Steering Committee's request to fit out the Teen Loft. Mr. DePrima advised members that the next matter that City Council will consider related to this project is Furniture, Fixtures, and Equipment, which are currently budgeted at $938,800 and that this matter will be addressed in late 2011 or early 2012.

Mr. Ruane moved to authorize the City Manager to enter into a Construction Manager at Risk contract with EDiS Company for construction management and construction of the Dover Library project for the maximum guaranteed price of $16,502,821. The motion was seconded by Mr. McGiffin.

Referring to the list of Funding Sources provided, Mrs. Williams asked for clarification on the Sale of 45 S. State Street - Use Bridge Loan and Sale of Building - Construction Loan, listed in the "Highly Probable" column. Responding, Mr. DePrima stated that both of these items were placed in the "Highly Probable" column because City Council has control over the sale of the building and some potential buyers have expressed interest. He noted that bridge and construction loans will be obtained to cover the difference between the funding goal and the amount of funds raised to date, which currently amounts to $2,742,239. Mr. DePrima stated it is hoped that $1.2M will be raised from the sale of the building and the remaining funds will be obtained through fundraising. If the full amount is not attained through these means, the remainder will be included in a financing plan.

The motion to authorize the City Manager to enter into a Construction Manager at Risk contract with EDiS Company for construction management and construction of the Dover Library project for the maximum guaranteed price of $16,502,821 was carried by a roll call vote of six (6) yes (Mr. Bonar, Mrs. Russell, Mr. McGiffin, Mr. Salters, Mr. Ruane, and Mr. Hogan), two (2) no (Dr. McGlumphy and Mrs. Williams) (Mr. Leary absent).

Mr. Ruane moved to authorize the City Manager to include the fitting-out of the Teen Loft, in the amount of $169,080, in the contract, seconded by Mr. McGiffin and carried by a roll call vote of six (6) yes (Mr. Bonar, Mrs. Russell, Mr. McGiffin, Mr. Salters, Mr. Ruane, and Mr. Hogan), two (2) no (Dr. McGlumphy and Mrs. Williams) (Mr. Leary absent).

Mr. Hogan announced that he plans to donate $1,000 to the Teen Loft on May 9, 2011 and encouraged any and all members of the community to send donations to the City Clerk's Office and so that one (1) large donation could be made at that time.

Mr. Bonar stated that the Teen Loft will go a long way toward trying to incorporate public safety improvements that the Safety Advisory and Transportation Committee has been working on with the Police Department.

EVALUATION OF BIDS - DOVER PUBLIC LIBRARY BID PAC A - REVISED FINAL ESTIMATE AND TRUE-UP COSTS

Mr. Anthony DePrima, City Manager, advised members that Library Bid Pac A includes construction of the rear access drive, a retaining wall, and other related improvement for the new Library site adjacent to City Hall. During the initial excavation for the road and the retaining wall, a significant amount of unsuitable soils were discovered by the contractor, Reybold Construction, Inc. No soil borings were conducted in this area of the site as part of site plan process; therefore, these conditions were not anticipated to be found. These expenses were negotiated as part of the change order process. The amount of unsuitable soils required significant undercutting below the retaining wall foundation and the road bed. In addition, all of the material that was removed from the site as a result of the undercutting operation was deemed unsuitable for future use on the project; therefore, a substantial amount of crushed concrete was required to back fill under the access drive and behind the retaining wall. All of this additional work resulted in a substantial change order for this portion of the overall project. The original contract amount for the access drive, retaining wall, and related improvements was $130,000 and the revised true-up cost is $195,000. Construction is approximately 90% complete as of February 15, 2011.

Staff recommended approval of the revised final estimate and true-up costs for this phase of the project in the amount of $195,000 for the payment of construction improvements associated with Dover Public Library - Bid Pac A. The motion was seconded by Mr. McGiffin and carried by a unanimous roll call vote (Mr. Leary absent).

FIRST READING - PROPOSED ORDINANCE #2011-08 - 2011 AMENDMENTS TO THE 2008 COMPREHENSIVE PLAN

Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that on January 24, 2011, the First Readings of Ordinance #2011-03 - 2011 Amendments to the 2008 Comprehensive Plan - and Ordinance #2011-04 - Rezoning of Property located at Grove Street

and Railroad Avenue were held. At that time, amendments were referred to the Planning Commission and Public Hearings were set before City Council for Monday, March 14, 2011. Due to an error in Public Notice, one of the amendments to the 2008 Comprehensive Plan and the Public Hearing for the rezoning of property located at Grove Street and Railroad Avenue must be rescheduled.

Staff recommended that a Public Hearing be rescheduled before the Planning Commission on Monday, March 21, 2011 at 7:00 p.m. and that a Public Hearing before City Council be set for Monday, April 11, 2011 at 7:30 p.m., at which time the Second Reading and final action by Council will take place. Council President Hogan 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.

Mrs. Williams moved for approval of Staff's recommendation, seconded by Mr. Salters and unanimously carried.

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

- Ordinance #2011-08 Amending the 2008 Comprehensive Plan by replacing Map 12-1: Land Development Plan

COUNCIL MEMBER ANNOUNCEMENTS

Council President Hogan announced that the City of Dover Municipal Election would be held on Tuesday, April 19, 2011 between the hours of 7:00 a.m. and 8:00 p.m. The polling places are: The Elk's Lodge #1903, located at 200 Saulsbury Road for the 1st & 4th Districts; The Seventh Day Adventist Church, located at 647 Wyoming Avenue for the 2nd District; and The Dover Park Recreation Center located at 1210 White Oak Road for the 3rd District. He noted that residents who wish to vote in the City of Dover Municipal Election must be registered to vote with the State Department of Elections by Thursday, March 31, 2011. Mr. Hogan stated that absentee ballots are available and that further information can be obtained by visiting the City of Dover website at www.cityofdover.com or calling the City Clerk's Office at 736-7008.

Mr. McGiffin reminded everyone of the African American Festival scheduled for June 25, 2011.

Mr. McGiffin stated that a fundraiser for the Interfaith Men's Shelter, featuring music by Celtic Harvest, would be held at the Loockerman Exchange on Thursday, March 17, 2011 from 5:00 p.m. to 7:00 p.m.

Mr. Hogan expressed gratitude to the Police Department, the Fire Department, and the Planning and Community Development Department for their Annual Reports.

Mr. Bonar moved for adjournment, seconded by Mrs. Williams and unanimously carried.

Meeting Adjourned at 8:22 P.M.

TRACI A. McDOWELL
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of February 28, 2011, are hereby approved.

CARLETON E. CAREY, SR.
MAYOR

/TM
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PROCLAMATION

WHEREAS, *our Nation's use of energy continues to increase, resulting in damaging effects on the world's climate; and*

WHEREAS, *Earth Hour encourages individuals, businesses, and governments to show leadership on environmental solutions through their actions - to use Earth Hour as a platform to showcase to the world the measures they are taking to reduce their environmental impact; and*

WHEREAS, *it has been estimated that turning non-essential lights out in America for one hour could save as much as 15% of the energy consumed on an average Saturday night; and*

WHEREAS, *the energy savings will reduce carbon emissions into our air, preserve the natural resources used to produce this energy, set a positive precedent for the rest of our nation, and result in ongoing reduced costs for the taxpayers and businesses of the City of Dover; and*

WHEREAS, *residents participation in Earth Hour shows a commitment to do something more for the planet that goes beyond this hour. This year, after the lights go back on, think about what else we can do to make a difference for our planet.*

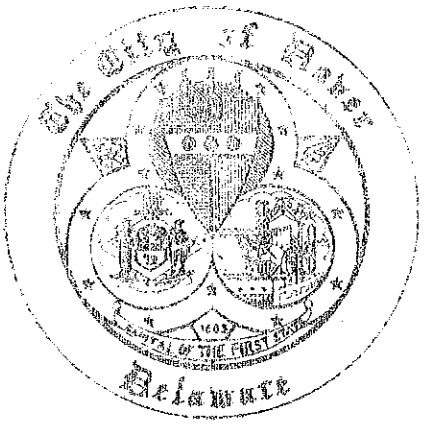
NOW, THEREFORE, I, CARLETON E. CAREY, SR., MAYOR OF THE CITY OF DOVER, DELAWARE support the observance of

Earth Hour – "Beyond the Hour"

on March 26, 2011, and encourage the residents and businesses of the City of Dover to participate by turning out non-essential lights from 8:30 p.m. to 9:30 p.m.

Carleton E. Carey Sr.

Carleton E. Carey, Sr.
Mayor



PROCLAMATION

WHEREAS, The U.S. Environmental Protection Agency (EPA) has launched the WaterSense initiative to make it easy for American consumers and businesses to save water and protect the environment by establishing water efficiency standards; and

WHEREAS, The City of Dover wishes to join EPA's WaterSense partnership and support appropriate EPA and Congressional efforts to encourage water efficiency and conservation; and

WHEREAS, regulatory agencies and local governments are uniquely positioned to encourage the adoption of programs and to offer information that will promote water efficiency; and

WHEREAS, EPA's WaterSense program announced its second annual water efficiency initiative: "Fix-a-Leak Week," March 14 - 20, 2011; and

WHEREAS, EPA encourages everyone to become a WaterSense partner, to use this week to remind Americans to check their household fixtures and irrigation systems for leaks; and

WHEREAS, The City of Dover urges its residents and businesses to participate in the program by utilizing online resources in order to raise consumer awareness about water conservation practices by visiting www.epa.gov/watersense.

NOW, THEREFORE, I, CARLETON E. CAREY, SR., MAYOR OF THE CITY OF DOVER, DO HEREBY PROCLAIM the week of March 14-20, 2011, as **FIX-A-LEAK WEEK** in the City of Dover, Delaware.

Carleton E. Carey Sr.

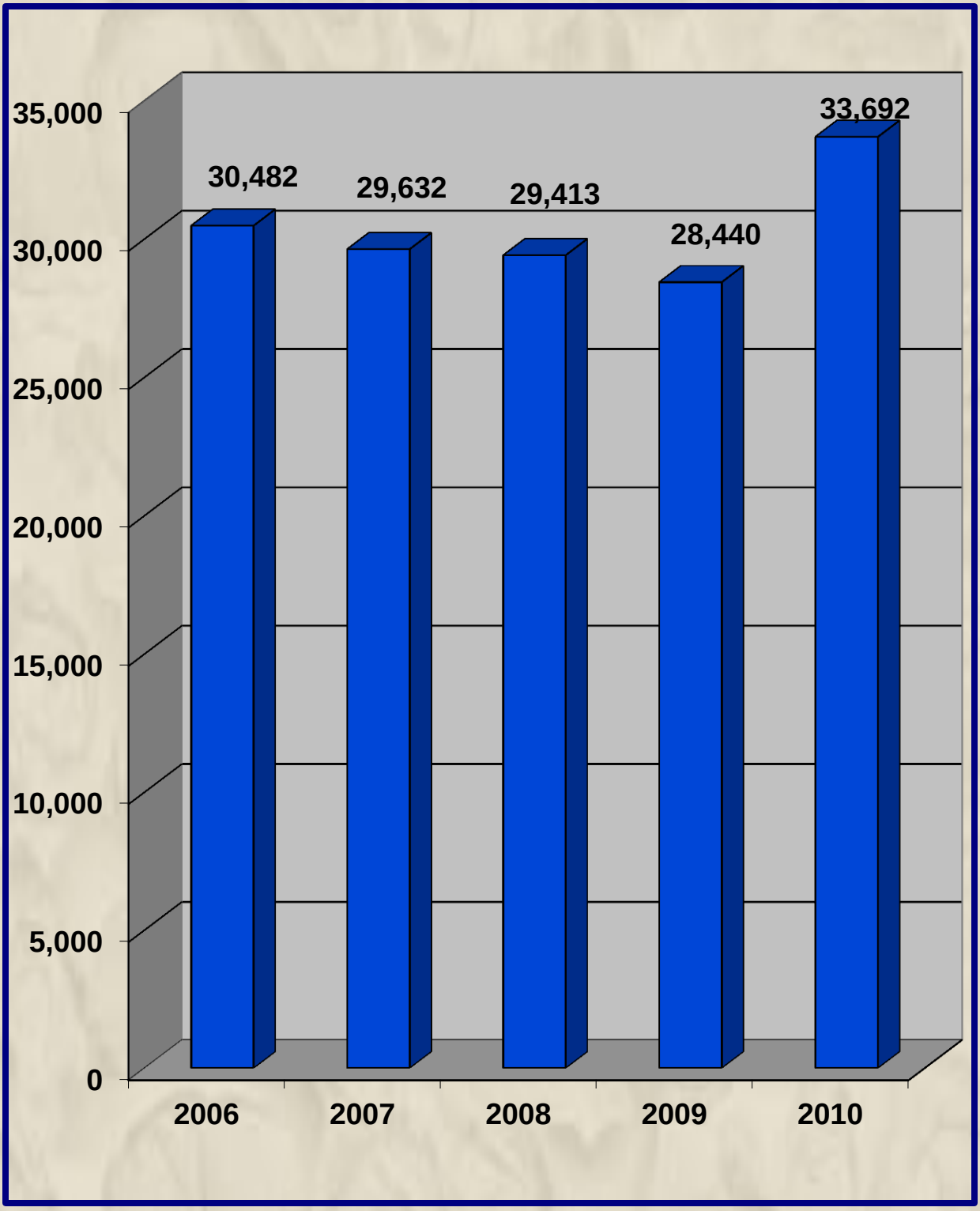
CARLETON E. CAREY, SR.
MAYOR

City of Dover Police Department
2010 Annual Report



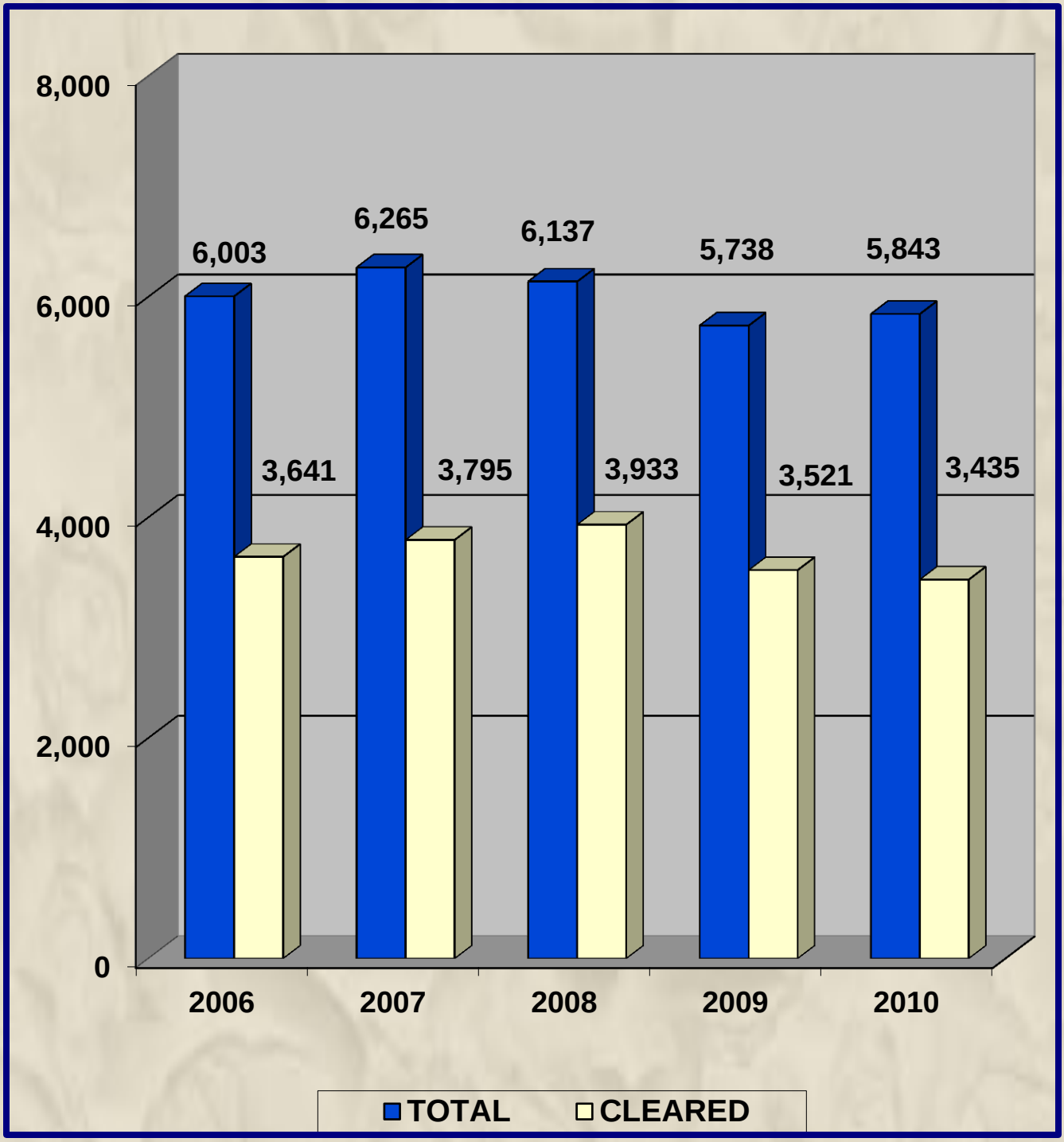
"To Protect & Serve"

Complaints
Five Year Comparison



*2010 Complaint totals now include all calls for service.

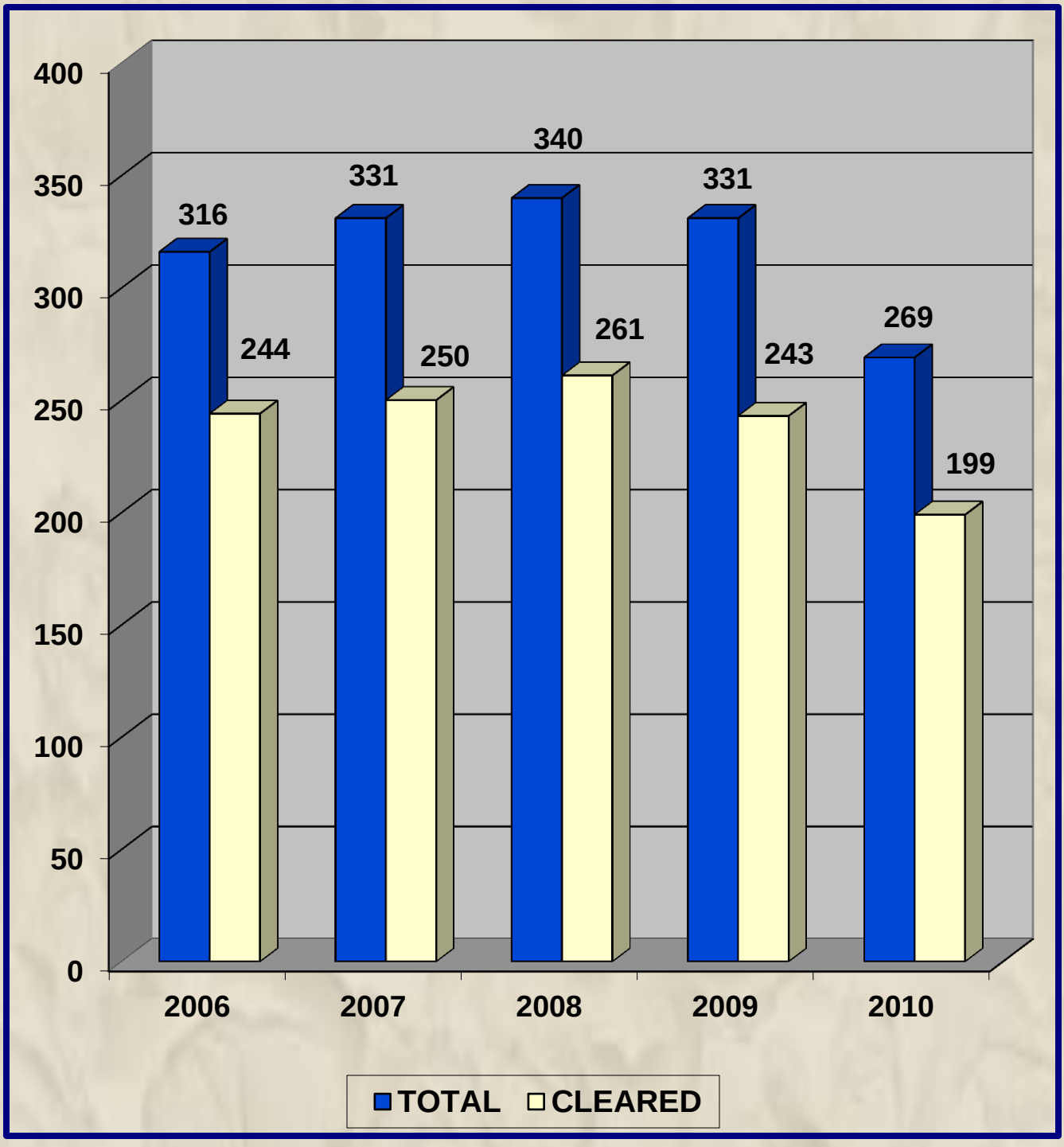
Total Group A Crime
Five Year Comparison



Violent Crime

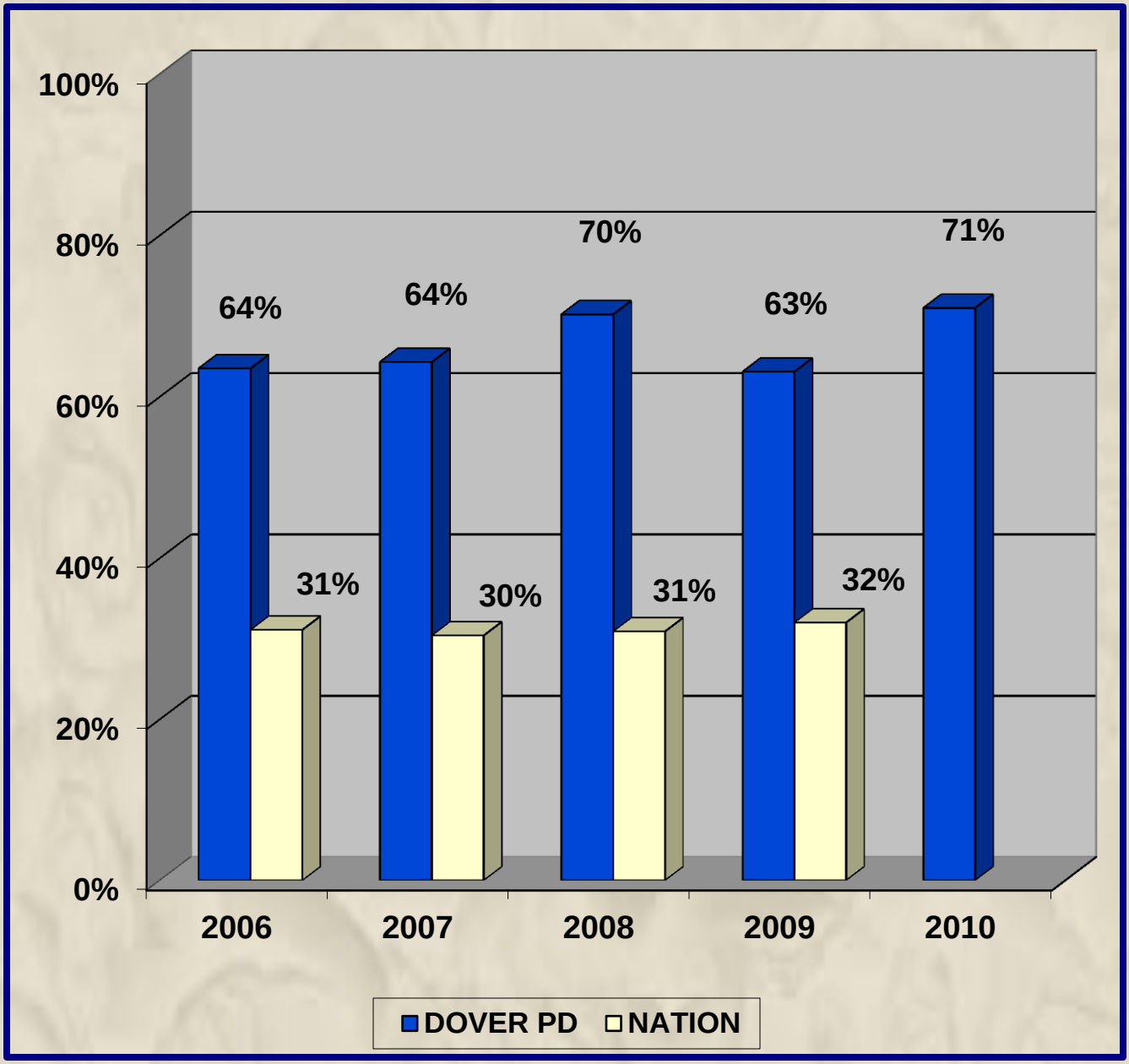
(Murder, Forcible Rape, Robbery, Aggravated Assault)

Five Year Comparison



Robbery Clearance Rate

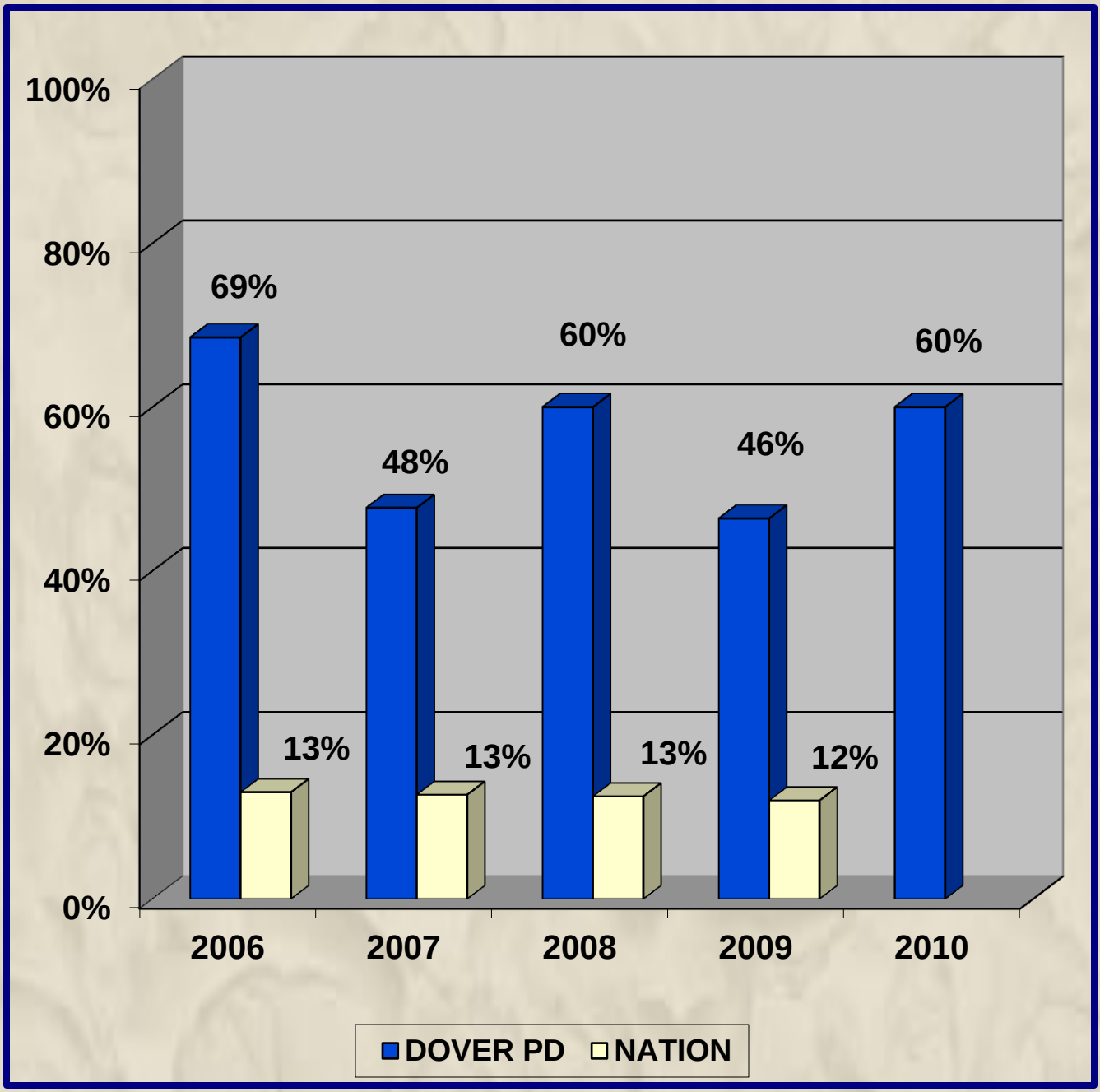
Dover Police Department
-vs-
Nation



NATIONAL FIGURES NOT AVAILABLE FOR 2010

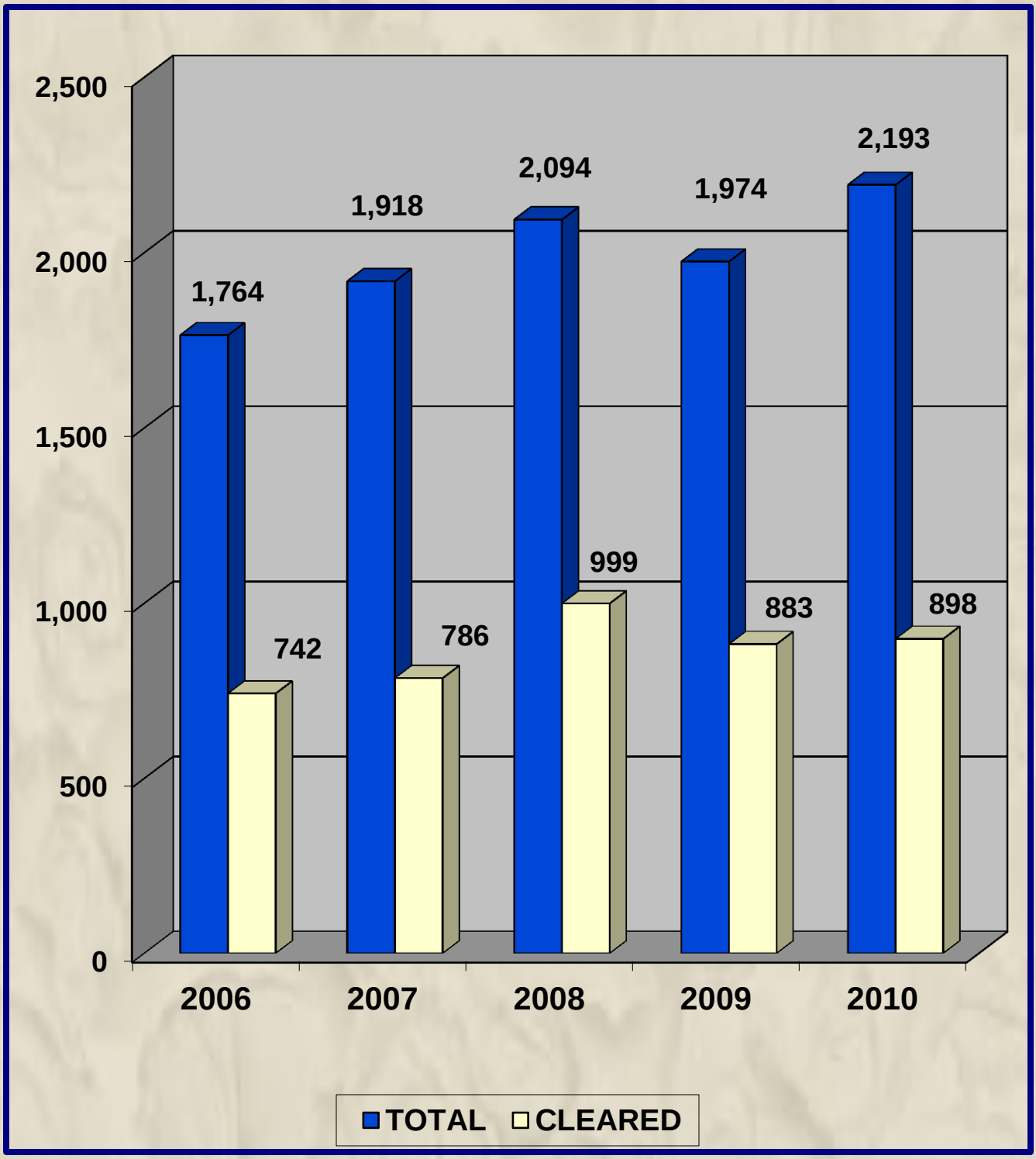
Burglary Clearance Rate

Dover Police Department
-vs-
Nation



NATIONAL FIGURES NOT AVAILABLE FOR 2010

Property Crime
(Burglary, Theft, Motor Vehicle Theft, Arson)
Five Year Comparison



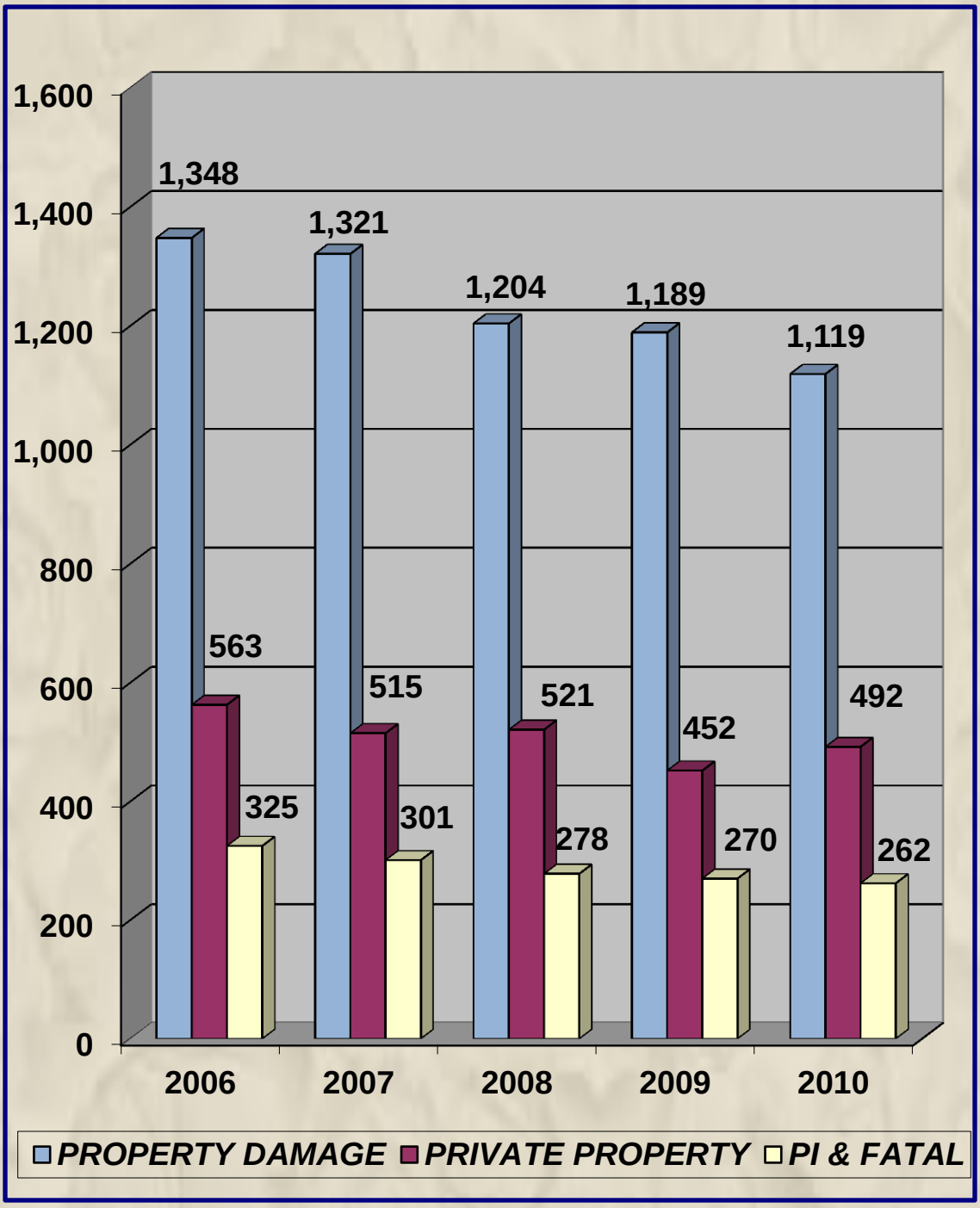
Drugs, Vice, & Organized Crime Section (DVOC)

Because of the DVOC Section's dedication and commitment, the DVOC Section handled a total of 1,733 cases resulting in 1,732 arrests. As a result of these arrests, the unit seized a large number of illegal drugs and money. These seizure totals include 23,705 grams of marijuana, 5,090 grams of cocaine, 7.8 grams of heroin, 110 Ecstasy Pills, 2,360 prescription pills, and 1,968 pieces of counterfeit merchandise. Seizure totals were remarkable for 2010. The DVOC Section conducted a number of solo investigations along with numerous multi-jurisdictional investigations. A total of $831,516.65 in cash was seized and 14 vehicles totaling approximately $70,000.00. These totals were divided among the many jurisdictions who participated in the investigations.

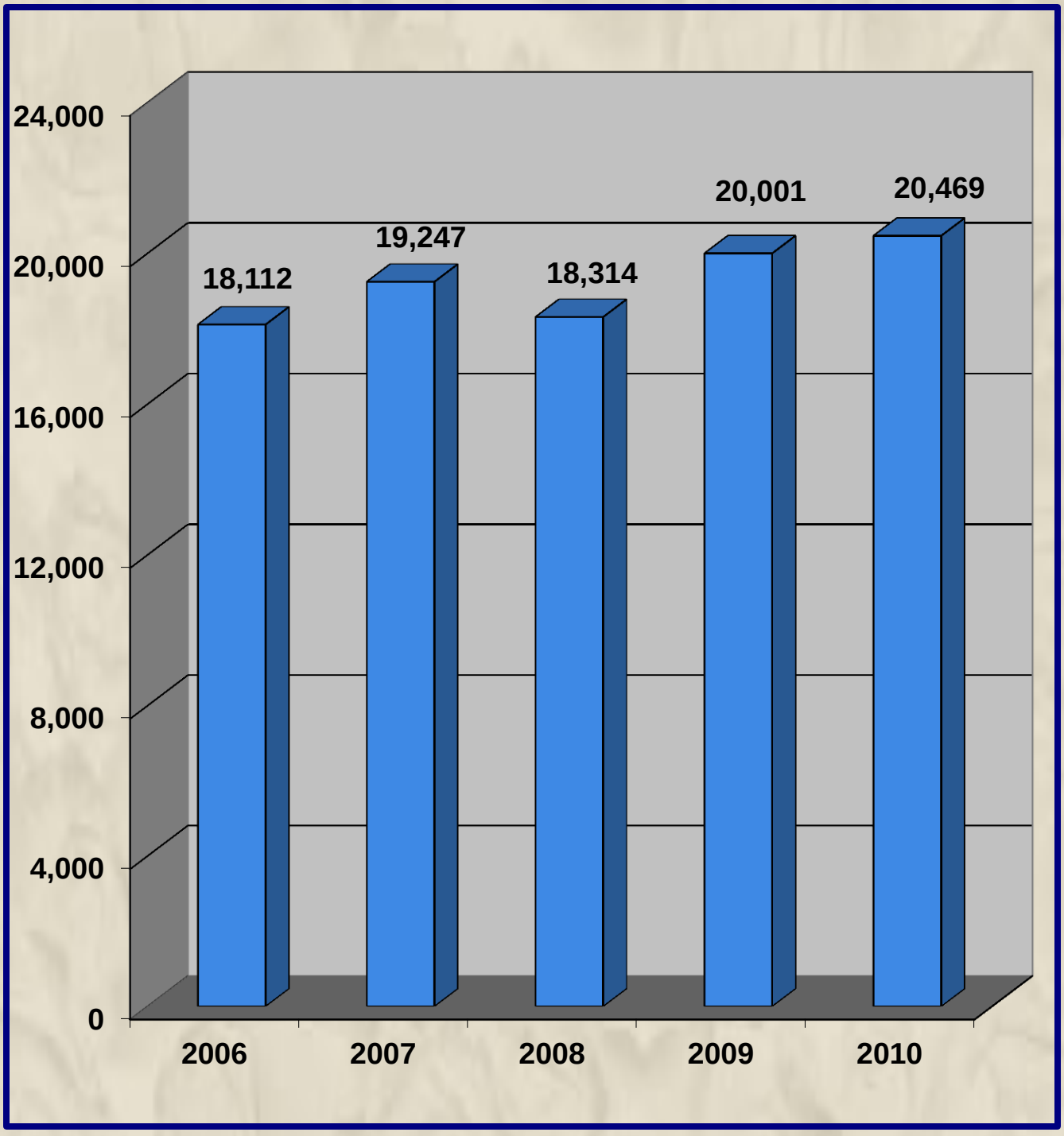


Photo shows a small portion of the counterfeit merchandise seized by the DVOC Section.

Crash Breakdown
Five Year Comparison



Traffic Arrests
Five Year Comparison



Traffic Arrest Summary

CLASSIFICATION OF VIOLATIONS	NUMBER OF ARRESTS	
	2009	2010
DANGEROUS MOVING VIOLATIONS		
DRIVING UNDER THE INFLUENCE	170	180
SPEEDING	3,813	5,097
RIGHT OF WAY	183	164
FOLLOWING TOO CLOSELY	185	199
STOP SIGN	514	828
TRAFFIC SIGNAL	228	316
CARELESS OR INATTENTIVE DRIVING	897	771
SUBTOTAL	5,990	7,555
LICENSE & REGISTRATION VIOLATIONS		
LICENSE VIOLATIONS	1,549	992
SUSPENSION & REVOCATION	1,815	1,677
REGISTRATION & TITLE	6,944	6,979
SUBTOTAL	10,308	9,648
OTHER VIOLATIONS		
SEATBELT VIOLATIONS	2,371	2,340
CHILD RESTRAINT VIOLATIONS	109	159
LEAVING THE SCENE OF AN ACCIDENT	97	64
FAILURE TO REPORT AN ACCIDENT	23	16
EQUIPMENT VIOLATIONS	219	200
ALL OTHER VIOLATIONS	884	487
SUBTOTAL	3,703	3,266
GRAND TOTAL	20,001	20,469

City Ordinance Summons & Cash Receipts

CITY ORDINANCE SUMMONS	*ISSUED*		*PAID*		*DISMISSED*	
	2009	**2010**	**2009**	**2010**	**2009**	**2010**
Parking	6,565	6,403	3,968	3,835	246	305
Handicap	247	307	74	97	88	130
Fire Lane	156	155	90	72	16	10
False Alarm	568	737	428	604	13	17
Loud Noise	186	373	97	209	5	9
Underage Consumption	68	59	55	30	0	0
Animals	85	54	52	41	17	8
Other	341	512	136	267	16	11
TOTALS	8,216	8,600	4,900	5,155	401	490

CASH RECEIPTS	2009	2010
City Ordinance Summons	$165,325.00	$184,263.00
Police Reports	$34,055.00	$35,245.00
Bicycle License	$2.00	$1.25
Miscellaneous*	$14,559.10	$9,881.00
TOTALS	$213,941.10	$229,390.25

Police Time Distribution Hours

PERSONNEL STRENGTH	2009	2010
Authorized Strength	93	93
Actual Strength	91	89

TIME DISTRIBUTION, HOURS	2009	2010
Total on Duty	157,108.00	155,860.50
Criminal Investigation	74,780.50	71,892.50
Accident Investigation	4,994.50	4,744.50
Special Duty	26,380.00	26,639.00
Foot Patrol	519.50	749.50
Station Duty	14,366.50	15,434.00
Motor Patrol	16,513.00	16,267.00
Traffic Duty	702.50	726.50
Court	5,311.00	4,989.50
Administrative	13,540.50	14,418.00
Sick*	2,631.50	1,741.00

**sick time not included in total*

MISCELLANEOUS CONTACTS	2009	2010
Traffic Reprimands	3,175	3,379
Crime Prevention Checks	2,935	2,746

Dover Police Department 2010 Grant Funding Summary

	Total Funded
State Attorney General's Office	
State Law Enforcement Assistance Fund (SLEAF) – funding from state drug cases reallocated for supplemental law enforcement equipment & programs	
• Start-up funding for the new Crime Scene Investigations (CSI) unit and equipment upgrade for the department's command post vehicle.	$40,623.00
• State funding augmentation for Delaware Police Chiefs' Council (DPCC) payroll. The Dover Police Department administers grants for this agency because the council's liaison office is located in their building.	10,184.00
State Department of Public Safety	
State Aid to Local Law Enforcement (SALLE) – annual allocation of state funding for supplemental law enforcement equipment & programs.	$15,360.42
• DPCC annual funding assistance for payroll expenses.	9,500.00
• DPCC SALLE allocation for the annual training seminar held in Rehoboth, DE	6,000.00
Emergency Illegal Drug Enforcement (EIDE) - annual allocation of state funding for supplemental law drug enforcement programs	10,385.15
Highway Safety Grants – funds additional enforcement hours in safety focus areas including impaired driving, occupant protection and aggressive driving	50,715.99
Highway Safety Events - funds additional enforcement hours for monthly programs	26,289.20
US Department of Justice	
Edward G. Byrne Memorial, Justice Assistance Grant (JAG) – recurring three year federal grant for supplemental law enforcement initiatives.	$86,575.00
Community Oriented Policing Services (COPS) Hiring Recovery Program (CHRP) - three year federal hiring grant for replacing one officer lost due to attrition and/or economic conditions.	242,513.00
Grand Total	**$498,145.76**



A member of the Dover Police Department since 2005, PFC Chris Bumgarner was named Officer of the Year for 2010, in recognition of his outstanding work ethic and dedication to duty. One example of his dedication is the apprehension of multiple shooting suspects after a gang related gun battle had ensued in a Dover neighborhood. The gun fight involved numerous gang members that were in the process of fleeing the area when the call came into the Dover Police Department. PFC Bumgarner was one of the officers who responded to the scene and based on the physical evidence and the information being provided, he was able to identify multiple residences that the suspected shooters had fled into and set up a perimeter around the homes and contained the situation. As a result of PFC Bumgarner's decisive thinking and actions, officers were able to safely and successfully contact and arrest multiple shooters involved in the incident as well as recover weapons utilized in the shooting.

PFC Christopher Bumgarner truly exemplifies the term "Dover's Finest".



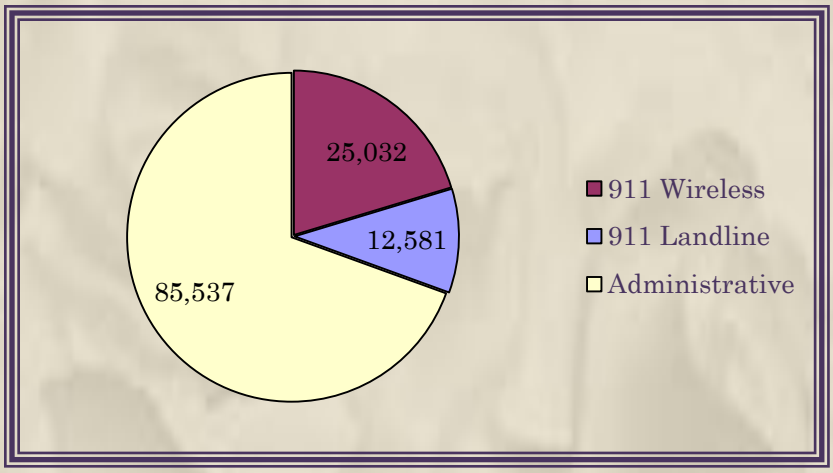
A member of the Dover Police Department since 2001, Robert was named Civilian of the Year for 2010, in recognition of his outstanding professionalism and dedication to his duties, whereas he completed destruction trips to the steel mill in which over 150 weapons were destroyed. He also teaches evidence and photography to both the Citizens Police Academy and new police officers. Robert is also called upon to take photos at City functions in addition to his regular duties.

Robert Neylan clearly has earned the honor of being named Civilian of the Year.

911 Center



In 2010, the 911 center received 123,150 telephones calls, 37,613 of those calls were received on the 911 emergency lines. The 911 center averaged 338 calls daily.



PROPOSED AMENDMENTS TO THE *2008 COMPREHENSIVE PLAN*

Public Hearing before the
Dover City Council
March 14, 2011

Proposed Amendments to the *2008 Comprehensive Plan*:

A summary of the proposed amendments to the *2008 Comprehensive Plan* follows. A detailed description and analysis of each proposed amendment is provided in the following pages of this report.

1. **Land Use and Zoning Matrix (Table 12-1):** The first staff-initiated amendment includes the addition of zoning classifications to the Open Space land use classification in the Land Use and Zoning Matrix.

2. **Land Development Plan Map Changes Related to Open Space (Map 12-1):** The second staff-initiated amendment is a series of changes to the Land Development Plan Map (Map 12-1) to change the Land Use Classification of a series of properties from Open Space to more appropriate classifications based on their uses and surrounding uses. During the implementation of the City's ROS (Recreational and Open Space) zone, staff identified a number of parcels that had shown on the Land Development Plan Map as Open Space, while their use was something different. This is the fine-tuning of the Land Development Plan Map that is expected during implementation of the Comprehensive Plan.

3. **Land Use Classification Change from Institutional to Residential High Density (Map 12-1):** This is an applicant-initiated request to change property from an Institutional land use classification to Residential High Density land use classification. The property is located at 101-405 Dove View Drive, just north of Delaware Route 8 between Saulsbury Road and the Modern Maturity Center. It was previously approved under a PND: Senior Citizen Housing Option, as senior apartments. The applicant wishes to develop as apartments without an age restriction. (Z-11-03)

Ordinance Number: 2011-03

File Number: MI-11-01

Project Background:
The *2008 Comprehensive Plan* was adopted by City Council on February 9, 2008, and subsequently amended on November 23, 2009, in conjunction with the 2009 Comprehensive Rezoning Project. As adopted, the *Comprehensive Plan* sets forth a process by which the *Comprehensive Plan* can be amended on an annual basis. Amendments to the *Comprehensive Plan* can be initiated by staff or requested by members of the public. For amendments to the *Comprehensive Plan* that involve rezoning of property, the requests are processed concurrently.

The process to amend the *Comprehensive Plan* is detailed in the *2008 Comprehensive Plan*, Chapter 15: Implementation, specifically on pages 183 and 184 of the Plan.

The proposed amendments are detailed below and represented in the attachments. The attachments include: a) Proposed Revisions to Table 12-1: Land Use and Zoning Matrix; b) Map 12-1A – amendments to the Land Development Plan Map; and c) Table entitled "2011 City of Dover Land Development Plan Map Changes 12-1" – listing of all parcels proposed to be amended in the proposed amendments to the *2008 Comprehensive Plan.*

1. Land Use and Zoning Matrix (Table 12-1)

The amendments to the Land Use and Zoning Matrix (Table 12-1) are also changes brought forward by staff as a follow up to the 2010 Comprehensive Rezoning Project – Recreational and Open Space Zone (ROS). As adopted in February 2009 and subsequently amended in November 2009, the Land Use and Zone Matrix states for Open Space:

Land Use Category	Zoning District
Open Space	Lands that are shown on the Land Development Plan as Open Space are not proposed for rezoning. They will remain as zoned as of this printing. Once an Open Space Zone is developed, some areas will be proposed for rezoning to this designation.

Following the creation of the Recreational and Open Space Zone (ROS) and the process of applying this zone to properties shown as Open Space on the Land Development Plan Map, staff is bringing forward a revision to this table to remove the above text and add ROS (Recreational and Open Space) and RC (Recreational and Commercial) to the Land Use and Zoning Matrix as compatible zones with the Open Space land use classification, as reflected below. (Attachment 1)

Land Use Category	Zoning District
Open Space	ROS (Recreational and Open Space RC (Recreational and Commercial)

2. Land Development Plan Map Changes Related to Open Space (Map 12-1)

These amendments to Land Development Plan Map (Map 12-1) are map corrections brought forward by staff as a follow-up to the 2010 Comprehensive Rezoning Project – Recreational and Opens Space Zone (ROS). During the process of applying the newly-created ROS zone to areas identified as Open Space in the *2008 Comprehensive Plan* (Map 12-1: Land Development Plan), staff identified a number of parcels that were shown as Open Space, but had non-open space uses. These parcels are typically adjacent to open space areas, such as parks and cemeteries, and they had been shaded as Open Space in development of the Land Development Plan Map (Map 12-1). The amendments brought forward would categorize the lands in a manner consistent with their present use, zoning, and surroundings. (Identified as items 1-16 on Attachment 3)

3. Land Use Classification Change from Institutional to Residential High Density (Map 12-1)

This proposed amendment is an applicant-initiated amendment, where the applicant is requesting that certain properties located north of Forrest Avenue (Delaware Route 8) west of Saulsbury Road be changed from Institutional land use classification to Residential High Density land use classification. This is associated with application number Z-11-03 Lands of CRM Mid-Atlantic, LLC. (Identified as 17 on Attachment 3) The affected parcel is ED-05-076.07-01-30.00-000.

According to the applicant:

> *Doveview was approved by the City as an aged restricted apartment complex under the Planned Neighborhood Design Senior Housing Option. The approved project consists of 192 units within 4 – four story buildings. Construction stopped in 2008, leaving two partially completed, four-story buildings. CRM Mid-Atlantic obtained ownership of the project through foreclosure proceedings. As the senior housing market is no longer financially viable due to current economic conditions, CRM Mid-Atlantic LLC requests that a comprehensive plan amendment and change in zone to allow the apartments to be rented by the general public. The current land use designation and zoning are institutional and institutional/office (IO), respectively. CRM Mid-Atlantic LLC seeks a change in the land use designation to high density residential, and to rezone the property to general residence (RG-5). RG-5 is the only zone that will permit the existing four story apartment buildings to remain without requiring a variance in the height and number of stories from the Board of Adjustment. Although RG-5 allows for higher density (approx 326 units), the number of units that can actually exist on this property is dictated by the parking requirements in the zoning code. Doveview (as approved) has 246 parking spaces, which is 1.3 spaces per unit. Rezoning to RG-5 requires 2.25 parking spaces per unit. Doveview is located in an area surrounded by commercial, institutional, and residential uses. The requested zoning is consistent with the goals of the Comprehensive Plan because Doveview is close to services, jobs, and transit.*

The subject parcel was previously approved as DoveView Apartments, a Planned Neighborhood Design – Senior Citizen Housing Option. Under the provisions of the *Zoning Ordinance* in Article 3 §24 for the Planned Neighborhood Design Option (File Number C-03-08 and C-06-02), a property zoned IO (Institutional and Office Zone) is permitted to be considered for development with the PND: Senior Citizen Housing Option through the Conditional Use review process.

The DoveView PND – Senior Citizen Housing Option plan included 192 dwelling units in four four-story apartment buildings. The plan as approved would include 246 parking spaces and an overall density of 28.52 dwelling units per acre.

The City issued building permits for the four buildings that make up DoveView in late 2007 and early 2008. Construction began on two buildings and ultimately ceased. The property went into foreclosure and is now owned by CRM Mid-Atlantic, LLC (Sun Trust Bank). Because construction ceased for more than one year, the site development plan associated with DoveView has expired (*Zoning Ordinance,* Article 10 §2.491(a)). Site development plan approval is required prior to initiation of any construction activity on the site, regardless of the outcome of the request to amend the *Comprehensive Plan*.

Regarding High Density Residential uses, on Chapter 12 – Land Development, page 147 and 148, the *2008 Comprehensive Plan* recommends the following:

> The Comprehensive Land Development Plan recommends that high density residential be dispersed throughout the City along arterial roadways in close proximity to other high-density residential uses, schools, neighborhood commercial areas, transit service, and other compatible non-residential land use areas. High density residential development is also appropriate in some areas of the downtown, most of which are shown as mixed use on the Land Development Plan.

The subject site is located off Saulsbury Road and Delaware Route 8, both of which are identified as Urban Minor Arterials in the *2008 Comprehensive Plan.* It is also within proximity (walking distance) to schools (Booker T. Washington Elementary School, William Henry Middle School, and the Academy of Dover), commercial areas (including the TD Bank and Walgreens Drug Store on adjacent parcels and the Gateway West Shopping Center to the south, across Forrest Avenue), transit service, and other services (including medical offices).

Recommendation of the Planning Staff and Planning Commission:

1. **Land Use and Zoning Matrix (Table 12-1)**
   Staff recommends that the Planning Commission recommend in favor of the amendments to Table 12-1, the Land Use and Zoning Matrix. The proposed amendments add clarification to the table as a result of the creation and implementation of the Recreational and Open Space Zone (ROS).

2. **Land Development Plan Map Changes Related to Open Space (Map 12-1)**
   Staff recommends that the Planning Commission recommend in favor or the amendments to correct areas erroneously reflected as Open Space on the Land Development Plan Map as depicted in the *2008 Comprehensive Plan* (as amended on 11/23/2009). These are corrections of mapping errors found in applying the Recreational and Open Space Zone (ROS). These are identified as items # 1-16 in Attachment 3.

3. **Land Use Classification Change from Institutional to Residential High Density (Map 12-1)**

Staff recommends in favor of changing the land use classification of property north of Forrest Avenue and west of Saulsbury Road, known as DoveView from Institutional to Residential High Density land use classification. This is identified as item # 17 in Attachment 3. Staff also believes that the proposed rezoning supports the articulated need for affordable housing within the City of Dover. This need is articulated in the *2008 Comprehensive Plan*, and has also been consistently articulated by City Council at their annual retreats.

The location of the site near the intersection of two Urban Minor Arterial streets, within walking distance to a variety of goods and services, and served by public transportation, make this a suitable site for high density residential development. Additionally, one of the challenges typically encountered when considering high density residential development is the resistance from residential neighbors living in lower density residential developments. This location is not directly adjacent to other, lower density residential development that would generate these types of conflicts.

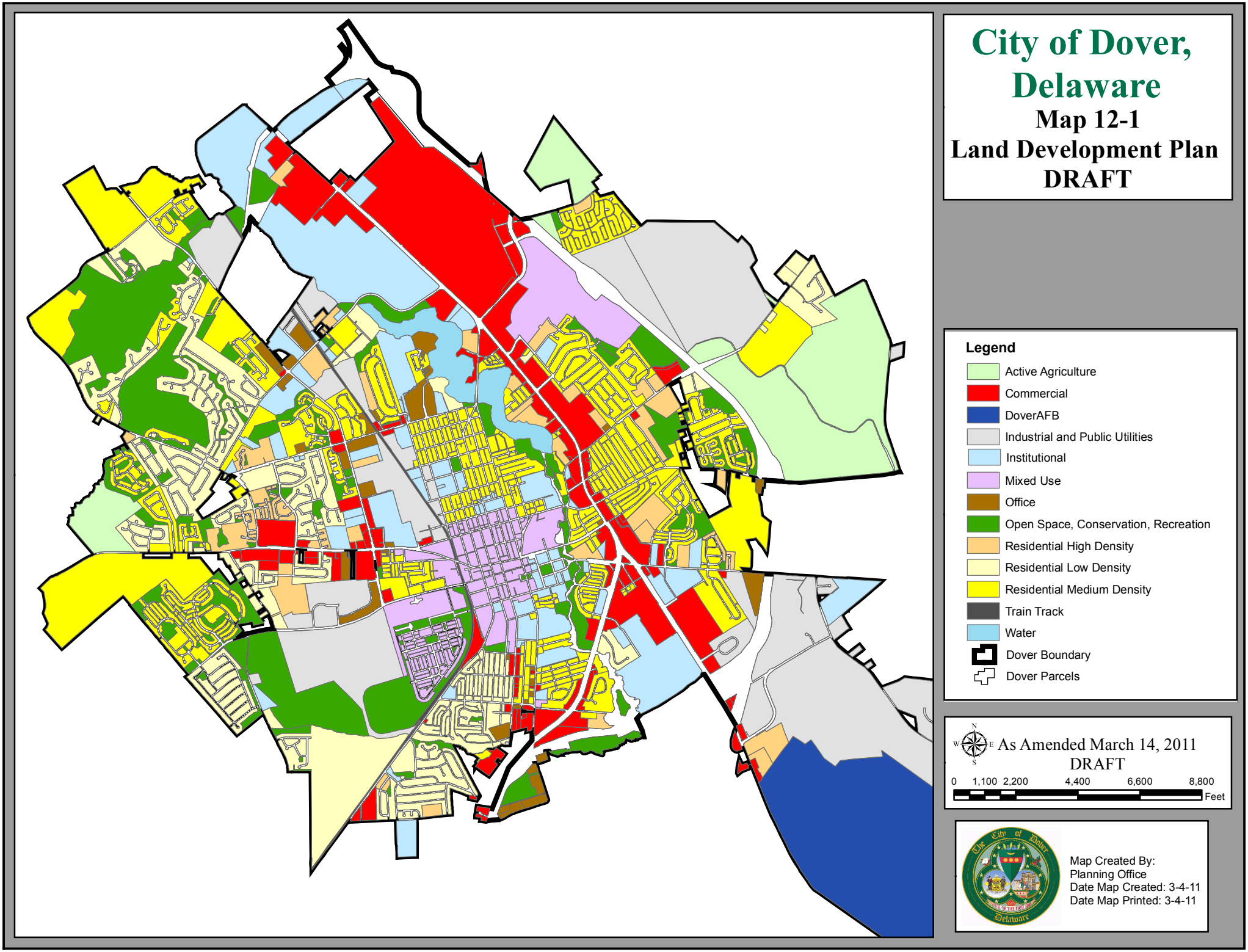
All Staff recommendations were made prior to the public hearing before the Planning Commission. Following a public hearing on February 22, 2011, where several members of the public spoke with regards to the requested Land Development Plan change #3, the Planning Commission voted to recommend in favor of the proposed amendments to the *2008 Comprehensive Plan* with seven members voting in favor and two members absent.

Attachments: Attachment 1 – Proposed Revisions to Table 12-1: Land Use and Zoning Matrix
Attachment 2 – Map 12-1A
Attachment 3 – Table entitled "2011 City of Dover Land Development Plan Map Changes 12-1"
Attachment 4 – Excerpt from the DRAFT Minutes of the February 22, 2011 meeting of the Planning Commission

Table 12-1 Land Use and Zoning Matrix

Land Use Category	Zoning District
Residential Low Density	R-20 (One Family Residential) R-15 (One Family Residential) R-10 (One Family Residential) R-8 (One Family Residential) R-7 (One Family Residential) C-1 (Neighborhood Commercial)
Residential Medium Density	R-8 (One Family Residential) R-7 (One Family Residential) RM-1 (Medium Density Residential) RM-2 (Medium Density Residential) RG-1 (General Residential) RG-2 (General Residential) RG-3 (Group Housing) RGO (General Residence and Office) C-1 (Neighborhood Commercial) MHP (Mobile Home Park)
Residential High Density	RM-2 (Medium Density Residential) RGO (General Residence and Office) RG-1 (General Residential) RG-2 (General Residential) RG-3 (Group Housing Residential) RG-4 (High Rise Residential) RG-5 (Mid Rise Residential) MHP (Mobile Home Park) C-1 (Neighborhood Commercial)
Commercial	C-1 (Neighborhood Commercial) C-1A (Limited Commercial) C-2 (Central Commercial) C-2A (Limited Central Commercial) C-3 (Service Commercial) C-4 (Highway Commercial) SC-1 (Shopping Center Commercial) SC-2 (Shopping Center Commercial) SC-3 (Shopping Center Commercial) RC (Recreational and Commercial) RGO (General Residence and Office) CPO (Commercial/Professional Office) IO (Institutional and Office)

Mixed-Use	C-2 (Central Commercial) (Downtown Target Area Only) C-2A (Limited Central Commercial) TND (Traditional Neighborhood Design) C-1 (Neighborhood Commercial) C-1A (Limited Commercial) RGO (General Residence and Office) (Downtown Target Area Only) R-8 (One Family Residence) R-10 (One Family Residence) RG-1 (General Residence) RG-2 (General Residence) RG-4 (Multi-Story Apartments) C-3 (Service Commercial) CPO (Commercial/Professional Office) IO (Institutional and Office)
Industrial and Public Utilities	M (Manufacturing) IPM (Industrial Park Manufacturing) IPM-2 (Technology Center Manufacturing) C-3 (Service Commercial)
Institutional	IO (Institutional and Office) Institutional uses may be conditionally permitted in residential zones
Office and Office Parks	CPO (Commercial/Professional Office) IO (Institutional and Office) IPM (Industrial Park Manufacturing) RGO (General Residence and Office)
Active Agriculture	A (Agriculture)
Open Space	ROS (Recreational and Open Space RC (Recreational and Commercial)


City of Dover, Delaware
Map 12-1
Land Development Plan
DRAFT
Legend
Active Agriculture
Commercial
DoverAFB
Industrial and Public Utilities
Institutional
Mixed Use
Office
Open Space, Conservation, Recreation
Residential High Density
Residential Low Density
Residential Medium Density
Train Track
Water
Dover Boundary
Dover Parcels
N
W
E
S
As Amended March 14, 2011
DRAFT
0 1,100 2,200 4,400 6,600 8,800
Feet
Map Created By:
Planning Office
Date Map Created: 3-4-11
Date Map Printed: 3-4-11



City of Dover, Delaware

Map 12-1A
Land Development Plan
DRAFT

Legend

- Institutional
- Residential High Density
- Residential Low Density
- Residential Medium Density
- Dover Boundary
- Dover Parcels

As Amended March 14, 2011
DRAFT

0 1,100 2,200 4,400 6,600 8,800 Feet

Map Created By:
Planning Office
Date Map Created: 12-14-10
Date Map Printed: 12-20-10

2011 City of Dover Land Development Plan Map Changes 12-1 (MI-11-01)										
ID	**Parcel #**	**Property Address**	**Existing Land Use Classification**	**Proposed Land Use Classification**	**Use**	**Current Zoning**	**Proposed Zoning**	**Reference**	**Staff Recommendation**	**Planning Commission Recommendation**	**City Council Recommendation**
1	ED-05-076.20-03-31.01	1134 Westview Terrace	Open Space, Conservation, Recreation	Residential Low Density	Residential	R-10	R-10	Staff correction	Residential Low Density	Residential Low Density	
2	ED-05-086.05-01-08.00	60 Lynnhaven Dr.	Open Space, Conservation, Recreation	Residential Low Density	Residential	R-10	R-10	Staff correction	Residential Low Density	Residential Low Density	
3	ED-05-086.05-01-09.00	1102 S. Governors Ave.	Open Space, Conservation, Recreation	Institutional	Institutional	IO	IO	Staff correction	Institutional	Institutional	
4	ED-05-076.13-04-36.00	125 Westover Dr.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	RM-1	RM-1	Staff correction	Residential Medium Density	Residential Medium Density	
5	ED-05-067.14-01-24.00	127 Oakmont Dr.	Open Space, Conservation, Recreation	Residential Low Density	Residential	R-10	R-10	Staff correction	Residential Low Density	Residential Low Density	
7	ED-05-067.00-03-07.00	Seskinore Ct.	Open Space, Conservation, Recreation	Residential Low Density	Vacant	RM-1	RM-1	Staff correction	Residential Low Density	Residential Low Density	
8	ED-05-067.14-03-49.00	54 Hitching Post Dr.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-8	R-8	Staff correction	Residential Medium Density	Residential Medium Density	
9	ED-05-068.19-01-37.00	115 Nixon Ln.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-20	R-20	Staff correction	Residential Medium Density	Residential Medium Density	
10	ED-05-068.15-01-09.00	349 Acorn Ln.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-10	R-10	Staff correction	Residential Medium Density	Residential Medium Density	
11	ED-05-068.15-01-06.00	365 Acorn Ln.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-10	R-10	Staff correction	Residential Medium Density	Residential Medium Density	
12	ED-05-068.15-01-08.00	409 Acorn Ln.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-10	R-10	Staff correction	Residential Medium Density	Residential Medium Density	
13	ED-05-068.09-01-54.00	637 Vista Ave.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	RG-3	RG-3	Staff correction	Residential Medium Density	Residential Medium Density	
14	ED-05-068.13-01-03.00	600 Pennsylvania Ave.	Open Space, Conservation, Recreation	Residential Medium Density	Residential	R-8	R-8	Staff correction	Residential Medium Density	Residential Medium Density	
15	ED-05-068.17-01-25.00	555 Pennsylvania Ave.	Open Space and Residential Medium Density	Residential Medium Density	Residential	R-8	R-8	Staff correction	Residential Medium Density	Residential Medium Density	
16	ED-05-086.05-01-01.00	1052 S. Governors Ave.	Open Space, Conservation, Recreation	Residential Low Density	Vacant	R-10	R-10	Staff correction	Residential Medium Density	Residential Medium Density	
17	ED-05-076.07-01-30.00	101-405 DoveView Dr.	Institutional	Residential High Density	Vacant	IO	RG-5	Z-11-03	Residential High Density	Residential High Density	

Attachement 3
Table for Land Development Plan Map Changes 12-1
2-22-11

Attachment 4 – Excerpt from DRAFT Minutes of the February 22, 2011 Meeting of the Planning Commission (Minutes scheduled for adoption on March 21, 2011)

MI-11-01 Comprehensive Plan Amendments 2011 - Public Hearing and Review for Recommendation to City Council of a series of Amendments to the *2008 Comprehensive Plan*, as amended, by replacing Table 12-1: Land Use and Zoning Matrix and Map 12-1: Land Development Plan. The amendment to Table 12-1 is to add zoning classifications to the Open Space land use classification in the Land Use and Zoning Matrix. The series of amendments to Map 12-1: Land Development Plan Map will revise the Land Use Classification from Open Space for certain properties to more appropriate classifications based on the property uses and surrounding uses.

Representative: Staff

Mrs. Townshend stated that there are two (2) Staff recommended changes to the *Comprehensive Plan*. Both are fine tuning things that happen as the Plan is implemented. You will recall that back in July; the Planning Commission looked at the rezoning of properties to the Recreational and Open Space (ROS) zoning classification that had been created earlier in 2010. When Staff was going through to determine which properties to bring forward for rezoning to that classification, we picked up some errors. Essentially, areas that for example may have been a house that somehow were made green on the Land Development Plan Map. We did not bring forward a recommendation to rezone the uses that are not consistent with the Open Space classification to the Recreational and Open Space zoning. The first part of this application is to correct the areas that were picked up in the green areas on the Development Plan Map which is what is expected in the Comprehensive Rezoning phases when you get into more of the parcel level analysis rather than the broad brush that you do at the Comprehensive Plan level.

Mrs. Townshend further stated that if you look at the table that was included in your packet, you are looking at numbers 1 through 16 which are essentially properties that were painted green in the *Comprehensive Plan* that when we went to apply that zoning classification, we determined that this was not in fact the current use or the intended used for those areas. This is a clean-up for the *Comprehensive Plan*.

Mrs. Townshend further stated that the second part of this relates to the implementation of the Recreational and Open Space Zone. Staff is proposing a number of amendments to the Land Development Plan chapter in the Land Use and Zoning Matrix which is Table 12-1 of the *Comprehensive Plan* that would, instead of having the language of: "Lands that are on the Land Development Plan as Open Space are not proposed for rezoning. They will remain as zoned as of this printing. Once an Open Space Zone is developed, some areas will be proposed for rezoning for this designation." Following the implementation of the Open Space Zone or what turned out to be the Recreational and Open Space Zone, recommendation is to amend this Table as it relates to Open Space by putting the ROS (Recreation and Open Space Zone) and the RC (Recreational and Commercial Zone) as the appropriate zoning classifications for that Land Use category.

Mr. Hemmig questioned if there were any Commission member comments or questions at this time and there were none.

Mr. Hemmig questioned that the second part of the Open Space is going to be Recreational and Commercial Zone, what is the commercial part? Responding to Mr. Hemmig, Mrs. Townshend stated that these two zoning classifications are the classifications that would be acceptable in this area. When Staff was looking at what to rezone to recreation and open space areas, the Maple Dale Country Club is shown as Open Space in the Comprehensive Plan. They had some concerns about rezoning that as it would take them from Recreational and Commercial Zone to the Recreational and Open Space Zone. At the time of the proposed rezoning, they voiced their concerns on the record and the decision was recommended by the Planning Commission and approved by City Council to have them retain their zoning of RC. When you look at what the appropriate land use classifications are, it makes more sense to change the table then it would to change the map.

Mr. Hemmig further questioned regarding Table 12-1 where there are general land use categories and low and high density, he noticed certain zonings are in more than one category. Responding to Mr. Hemmig, Mrs. Townshend

stated that essentially, the intent of this Table is to give guidance so that when a rezoning application comes before the City, the Planning Commission, City Council and Staff that you can use that Table as a basis to determine if this is what the *Comprehensive Plan* intended. In some cases, for instance, a zoning classification that falls into more than one would be the R-8 which is a one family classification. It is a single family detached zoning designation which has some of the lower density attributes; however, it is a higher density than some of the others.

Mrs. Townshend further stated that in terms of #3 listed in the report this is being pulled out entirely. It will be brought forward next month as a separate amendment to the *Comprehensive Plan*. The other applicant initiated Comprehensive Plan Amendment is a change in classification from Institutional to Residential High Density.

Mr. Hemmig questioned if there was a representative at the meeting for DoveView and if they would please come down to the podium.

Representative: Mr. Gregg Moore, Becker Morgan Group, Inc. representing Sun Trust Bank.

Mrs. Townshend stated that in the report what you have is the verbiage provided by the applicant to justify the change in the *Comprehensive Plan* as well as the analysis of Staff. Essentially, DoveView, if you will recall, was previously approved as a Senior Citizen Housing Option project under the PND for 192 dwelling units and age restricted for 55 aged and over. The apartments were under construction and construction ceased in about 2008 and nothing has moved forward. What we have now is two (2) partially completed buildings and an expired Site Plan. Regardless of the zoning classification and whether it remains what it is zoned now or whether it is rezoned, you will see it back as a Site Development Plan application.

Mrs. Townshend further stated that the applicant is requesting to use the housing style and the housing density that was approved for DoveView, but not have it age restricted. It is clear that they will not be able to achieve the number of units that DoveView was approved for because there are parking issues. DoveView did not provide 2.25 parking spaces per unit because when it was senior housing it was less. She believes, based on what DelDOT recommended during the PLUS review, that there will be a Traffic Impact Study required or at least the discussion of that with the potential of paying into the area-wide study. What they are looking to do is utilize the infrastructure that was put in place for DoveView and to capture a portion of that density through multi-story apartment buildings; however, not age restricted. They are requesting, in terms of the *Comprehensive Plan*, a change to Residential High Density in terms of the zoning which will be #3 on the agenda; they are requesting RG-5. This will be a separate action by the Planning Commission once the Comprehensive Plan Amendment is dealt with because the two are tied together. It is important that the applicant speaks on the matter and that the public speak during the public hearing.

Mr. Moore stated that Sun Trust Bank has been in suit with the previous developer DoveView, LLC and prevailed in that suit. Around the 16th to the 20th of February a new deed was filed in the name of the bank and that deed is CRM Mid-Atlantic, LLC which was setup by the bank to own it. This transfer to the bank has just occurred in the last week or ten days and what the bank is trying to do is act quickly and get this property back into productive use. They want to clean the property up and bring on a developer to continue to build or rebuild these buildings. They understand to do that they have to go back through the Site Plan process and have talked to Staff with regards to the process of doing that. We, at Becker Morgan Group, have evaluated the plan and believe that there will be significantly less units than you have seen before in an RG-5 project with 2.25 parking spaces per unit under the RG-5 zoning classification. It was 1.25 with the senior project with 246 parking spaces to serve 192 units.

Mr. Moore further stated that they have done a Concept Plan for the bank and have estimated for them the total number of units as an RG-5 project would be somewhere around 120 and 144 units not 190, so it is coming down significantly. We believe that a whole building will be dropped off of the plan as there will not be four (4) buildings; however, there will be no more than three (3). There will be fewer units with less folks on the property with it being a non-senior project. The banks intention is to sell this project to a developer who will be the entity that reconstructs, operates, owns, and managers the new project once we get it conceived and the bank is prepared to continue through the Site Plan process. We also need to go through a complete building evaluation to make sure we do the right thing with these buildings because they have been sitting there for a number of years. There are structural and environmental evaluations that they are doing to make sure that we properly bring these buildings back into service without causing a problem.

Mr. Hemmig opened a public hearing.

Mr. Leonard Iacono - Stated that he has some concerns regarding what the request is. From afar, he has been following this project as a major developer in the area. From what he understands, this original project was initially approved for condominiums. There was then a trade-off done changing it from a condominium unit to allow for age restricted apartments. He questions the validity of putting out and lifting age restricted requirements given what the original intent was. He does not know where all of this is going at the end of the day; however, if he is correct, this is the history here. He personally thinks that it should stay that way.

Mrs. Carolyn Fredericks – Executive Director, Modern Maturity Center – Stated that she believes that there is a great need for affordable senior housing in Dover. She understands the buildings need to have some work done and obviously she would like to have a nice neighbor there as well. Her concern is, and we have filed the appropriate paperwork, to get rid of the connectivity between the two properties should the zoning be changed.

Mr. James Hutchison – 15 Glen Eagles Court- Stated that he is currently a board member of the Modern Maturity Center and for the record, he feels that it is very important that you keep in mind the Modern Maturity Center has over 20,000 members. When he looks next door at the DoveView Apartments, the complex itself was originally designed for senior citizens that have changed. Making it compatible between the two facilities is not so at this point. He would urge all of you to consider that for a public safety point of view. When he looks at the number of people who are going in and out of the senior center every single day many of these people are much older than average and have disabilities and some have severe disabilities. So again, I urge you to look at this as far as any connection between roadways for the application and the Modern Maturity Center.

Mr. Hemmig stated with regards to clarification we are not considering any connection tonight on whether it should exist or not. That will be a separate application by the Modern Maturity Center should they desire to bring that forward. Tonight, we are only considering the land use consideration and the rezoning of that property.

Mrs. Joyce Breasure-Herrick – President, Modern Maturity Center - Stated that she would like to encourage you to consider the wonderful opportunity Dover has to use the facility, the Modern Maturity Center and have dedicated senior citizen housing which we desperately need in Kent County and specifically in Dover. What a wonderful environment it would be for someone to be able to come out of the apartment or condominium cross a little bridge, come into our facility for medical services, physical therapy services, lunch, line dancing, art classes, and higher education classes. It needs to be 55-plus housing as we desperately need the housing.

Mr. Hemmig closed the public hearing after seeing no one else wishing to speak.

Mr. Hemmig stated that he would like to clarify that the Commission is considering Items #1 thru #17 on the Land Use Classification Map. Items #18 through #21 apply to the item that was taken off of the agenda this evening. Under the proposed amendments, we are considering Items #1, 2 and 4 for Land Use Classifications under MI-11-01 application.

Colonel Welsh stated that while not applicable at this time his concern has to do with the senior housing as DoveView. He does not know the details as to why construction stopped on DoveView. He would assume it has something to do with finances. He does not know if it had anything to do with demand. While all of us envisioned having senior housing and hoped that it would be, it certainly has been an eyesore for a couple of years. The question is do we continue with the eyesore or do we go with someone who will move forward with this project and develop it as something other than the original intent of senior housing. Did they not foresee a need for senior housing in the area?

Responding to Colonel Welsh, Mr. Moore stated that the bank has been trying to find a partner/developer to take the project on as it has been in a lawsuit trying to get control of the property and has not been able to find any partner or developer to take it on as a full senior development. The bank believes that this is because of the market as it has dropped significantly for senior housing. They believe to be able to market this property and bring it back into use. They are going to need to be able to do that with more than just senior apartments given the realities of what has happened. Their goal is to bring it back into code compliant construction standards and continue the construction. They need to be able to do that with the diversity of the housing with not just the senior option.

Colonel Welsh further questioned if there was no chance that the bank may be willing to stay with it to try and find a developer for senior housing? Responding to Colonel Welsh, Mr. Moore stated that the bank does not feel that it is viable as a senior only project.

Mr. Hemmig questioned if Sun Trust Bank or your firm as representative or the potential developer has done any actual market surveys to indicate that a rental apartment would be as or more viable than a senior housing apartment? Responding to Mr. Hemmig, Mr. Moore stated that they have met with, talked with, and negotiated with developers to take it over. They will be bringing a partner in to actually do the construction because they are a bank and this is not what they do so they have relied on their partners. The name that this comes from, CRM Mid-Atlantic, actually has the expertise and that is what they are drawing on to make that conclusion which is why he is here tonight.

Mr. Tolbert asked if their plan is to develop the site for both senior citizens as well as others? Responding to Mr. Tolbert, Mr. Moore stated that yes they would. As you have heard this from other developers such as the Seskinore project which was one that started as simply a senior project and struggled in being able to market to others than just seniors. They came back and said that they could have a more viable project if they could open up to non-seniors. Clearly this is a good position for senior apartments as they have elevators and the project can be good for seniors to live there; however, at a 140 plus or minus units, we do not believe that it is viable in this market to be able to bring it back into and pump the money in that is necessary to redo the buildings.

Mr. Tolbert further stated that the question that comes to mind is that when you develop a site for seniors as well as others, seniors require additional kinds of amenities in their apartments than people who are under senior citizen age, would that not be a problem? Responding to Mr. Tolbert, Mr. Moore stated that no in fact, the two buildings that are there, their strategy will be to follow through on the way that they were being built to accommodate only seniors. Our project will accommodate seniors and will attract seniors in a large way; we do believe that. However, we do not believe that at the numbers we are at, the senior housing is viable with just seniors. We need to have the opportunity to get others to make it financially viable for a developer and reconstruction of the buildings. There is significant reconstruction to consider in these buildings because they have been open for so long. They have environmental issues, there are some structural issues and they are evaluating those; so, it is not like they are just going to come in and start putting siding on these buildings. There is a lot of money that needs to be pumped in to some degree to go backwards a little before we can go forward to get them into a code compliant component of a building.

Colonel Welsh stated that this is the thought process that he had as we were going along and we heard the testimony from the public. Just because it is no longer age restricted does not mean that seniors cannot obviously rent an apartment there and move in and still have full use of the Modern Maturity Center and the other facilities. It is an ideal location with the bank right there, Walgreens, and the Modern Maturity Center. He would think this would attract a great number of seniors. Responding to Colonel Welsh, Mr. Moore stated that the bank and the developers that they have talked to have the same idea. There will be a large amount of seniors that will want to come here because of the position of where it is and what it offers. The numbers are just not strong enough to revitalize the whole project.

Mr. Ambruso questioned what they are voting on separately? Responding to Mr. Ambruso, Mr. Hemmig stated on the proposed amendment there are three (3) items. The first item will be the Land Use and Zoning Matrix Table to include the new Recreational and Open Space Zone and the Recreational and Commercial Zone. The second item is the Land Development Map plan change Items #1 through #17 to change the existing land use classification to what is shown as proposed. To take them out of Open Space and put them into one of the various residential or institutional land use classifications. The third item will be the specific land use classification change from institutional to Residential High Density for what is known as the DoveView apartments. Their zoning will be a separate issue.

Colonel Welsh moved to forward to City Council approval of MI-11-01 Comprehensive Plan Amendments 2011 to adopt the Land Use Table and the changes associated with it. That we adopt the map that depicts the Land Use changes (Items #1-16) and that we make a recommendation to change the Land Use classification for DoveView Apartments (Item #17). This excludes Items #18 through #21 on the Land Development Plan Map changes. Seconded by Mr. Tolbert and the motion was unanimously carried 7-0 with Mr. Friedman and Mr. Holt absent.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEBRUARY 3, 2011

CITY OF DOVER

PUBLIC UTILITIES

DEPARTMENT

APPLICATION: **COMPREHENSIVE PLAN AMENDMENTS 2011**

FILE #: **MI-11-01**

REVIEWING AGENCY: **City of Dover Public Utilities Department**

CONTACT PERSON: **Steve Enss - Electric**
Sharon Duca, P.E. - Water, Wastewater, Stormwater

CONTACT PHONE #: **302-736-7070**

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC / WATER / WASTEWATER

1. Our office has no objections to the proposed amendments.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC / WATER / WASTEWATER

1. None

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC / WATER / WASTEWATER

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: February 3, 2011

D E L D O T

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APPLICATION: Comprehensive Plan Amendments
FILE#: MI-11-01 REVIEWING AGENCY: DelDOT

CONTACT PERSON: Julio F. Seneus PHONE#: 760-2145

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THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

DelDOT has no comments.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

- A pre-submittal meeting with the applicant will be required, if the proposed development generates 200 vehicles per day (VPD).

If you have any questions or need to discuss any of the above comments, please call the above contact person and the planning department as soon as possible.

STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF STATE PLANNING COORDINATION

February 22, 2011

Ms. Ann Marie Townshend
Planning Director
City of Dover
P.O. Box 475
Dover, DE 19903

RE: PLUS review – 2011-01-03; City of Dover Comprehensive Plan Amendment

Dear Ms. Townshend:

Thank you for meeting with State agency planners on January 26, 2011 to discuss the proposed comprehensive plan amendment for the City of Dover. According to the information received, you are seeking 2 amendments that relate to the implementation of the City's Recreational and Open Space (ROS) zone and two amendments that are accompanied by rezoning applications.

Please note that changes to the plan, other than those suggested in this letter, could result in additional comments from the State. Additionally, these comments reflect only issues that are the responsibility of the agencies represented at the meeting. ‘

Office of State Planning Coordination – Contact: David Edgell

The Office of State Planning Coordination would like to note that there are no certification issues associated with the proposed four amendments to the City of Dover Comprehensive Plan. We would like to request that the City of Dover consider the agency recommendations found below when they are evaluating these plan amendments.

The approval procedures are found at the end of this letter. Our office must be informed regarding the final approval and adoption of these amendments. The format of the final plan amendment is up to the City, but please be sure to present the information in a way that can be integrated into your plan and properly tracked. We will always need to be sure that we are referencing the most current version of your comprehensive plan.

Recommendations: Our office strongly recommends that the City consider these recommendations from the various State agencies as you review your plan amendment for final approval.

This office has received the following comments from State agencies:

Department of Transportation – Contact: Bill Brockenbrough 760-2109

DelDOT is not opposed to the subject plan amendment. The staff-initiated amendments appear to have no significant transportation impacts. While the applicant-initiated amendments will have no immediate transportation impacts themselves, they will enable developments that will have such impacts as noted below:

- The proposed applicant-initiated amendment from Institutional (senior apartments) to Residential High Density (apartments without an age restriction) would potentially increase the daily trip generation of those apartments by a factor of two and the peak hour trip generation of those apartment by a factor of four. Consequently, the apartments would likely meet DelDOT's volume warrants for a Traffic Impact Study (TIS), as contained in Section 2.3.1 of DelDOT's Standards and Regulations for Subdivision Streets and State Highway Access, i.e. 400 trips per day or 50 trips during the weekday peak hour.

  If the development would generate less than 2,000 trips per day and less than 200 trips during the weekday peak hour, and the City does not require a TIS, then in accordance with Section 2.3.2 of the Standards and Regulations, we may permit them to pay the Area Wide Study Fee in lieu of performing a TIS. The Area Wide Study Fee would be calculated as $10 per daily trip and would be payable prior to the re-issuance of a Letter of No Objection. Payment of it would exempt the developer from the need to do a TIS, but would not exempt them from participation in off-site improvements or the need to do a Traffic Operational Analysis if one is required in the re-review of their entrance plans. If the City does not require a TIS and the developer would like to pay the fee in lieu of doing a TIS, the developer should contact our Subdivision Manager for northern Kent County, Mr. Julio Seneus, at (302) 760-2145.

  If the developer would like to proceed with the TIS, they should contact Mr. Troy Brestel of our Development Coordination Section to arrange for a scoping meeting. Mr. Brestel may be reached at (302) 760-2167.

- While DelDOT lacks sufficient information to determine the trip generation of what might be developed on the property near State College Road, it appears to be large enough that DelDOT's volume warrants for a Traffic Impact Study (TIS), as contained in Section 2.3.1 of the Standards and Regulations, i.e. 400 trips per day or 50 trips during the weekday peak hour, could be met.

DelDOT anticipates commenting further on both developments when they see specific proposals through the City's Development Advisory Committee process.

The Department of Natural Resources and Environmental Control – Contact: Kevin Coyle 739-9071

Regarding tax parcels ED-05-067.00-02-53.00 through -56.00

- The largest parcel in this group abuts Fork Branch and given the 'High Density' land-use change proposed, DNREC is concerned about forest loss and an adequate buffer being left intact along Fork Branch. There are rare species associated with Fork Branch including a heron rookery and bald eagle nest upstream. If these parcels are developed, efforts should be made to avoid forest removal and leave the riparian buffer along Fork Branch intact to protect species and habitat of concern.

- Recommendations include:

    - Maintain the integrity of the wooded area on the parcel in its entirety (recognizing the City's 50% protection requirement).

    - Limit the extent of development (regardless of zoning classification) to the open space on the site.

    - Employ stormwater best management practices to minimize impacts (erosion and habitat destruction, as well as non-point source pollution) to the Fork Branch Natural Area.

Regarding tax parcel ED-05-086.05-01-01.00

- Leaving a buffer which is adequate (at least 100 feet in width) for water quality protection and wildlife habitat along the St. Jones is recommended.

If the rezonings are approved, DNREC would remind the City of the following when development occurs:

Tank Management Branch. Please be aware:

- If a release of a Regulated Substance occurs at the proposed project site, compliance of 7 Del.C. Chapter 60, 7 Del.C., Chapter 74 and DE Admin. Code 1351, State of Delaware *Regulations Governing Underground Storage Tank Systems* (the UST Regulations) is required.

- There is one (1) inactive LUST project located within a quarter mile of the College Road Property portion of the Comprehensive Plan: Jemm Investors, Facility: 1-000385, Project: K9208210. No environmental impact is anticipated from this LUST project.

- Per the **UST Regulations: Part E, § 1. Reporting Requirements**:

    - "Any indication of a Release of a Regulated Substance that is discovered by any Person, including but not limited to environmental consultants, contractors, utility companies, financial institutions, real estate transfer companies, UST Owners or Operators, or Responsible Parties shall be reported within 24 hours to:

        - The Department's 24-hour Release Hot Line by calling 800-662-8802; and
        - The DNREC, Tank Management Branch (TMB) by calling 302-395-2500."

Hazardous Waste Sites.

- DNREC's Site Investigation and Restoration Branch (SIRB) encourages the development of Brownfields and can provide assistance when investigating and remediating Brownfield sites. Although SIRB has no specific comments regarding the proposed comprehensive plan amendment at this time, if any future development occurs on sites with previous manufacturing, industrial, or agricultural use, SIRB recommends that a Phase I Environmental Site Assessment be conducted prior to development, due to the potential for a release of hazardous substances.

  If a release or imminent threat of a release of hazardous substances is discovered during the course of future development (e.g., contaminated water or soil); construction activities should be discontinued immediately, and DNREC should be notified at the 24-hour emergency number (800-662-8802). In addition, SIRB should be contacted as soon as possible at 302-395-2600 for further instructions.

Delaware State Housing Authority – Contact Karen Horton 739-4263

- DSHA encourages the City to support the applicant-initiated amendment to rezone the property, located at Dove View Drive, just north of Delaware Route 8 between Saulsbury Road and the Modern Maturity Center, from Institutional to Residential High Density. Currently the property has a foreclosed partially-completed senior apartment that is now a source of blight. We support this rezoning for the following reasons:

    - A rental community at this location will provide households with a fuller range of incomes close proximity to transit, jobs, services and markets. In turn, these densities will facilitate ridership of transit, as well as support the local markets that are within walking distance.
    - The development of a rental community would not preclude elderly residents which was the original plan for this site.
    - While large suburban homes have dominated development in Delaware for several decades, a growing body of research indicates that we are in the midst of a

significant market shift. The baby boomers that once drove suburban development are now aging and are looking to downsize into something more manageable. The Delaware Population Consortium (DPC) projections for the next ten years indicate that not only will there be a large amount of suburban homes placed on the market by baby boomers, but that there will be a *decline* in households in age ranges that typically seek large homes. These same DPC projections show growth in the younger age ranges most likely at stages in their life and income to support apartments, condominiums and entry level homes.

The combination of excess suburb housing supply currently on the market, additional supply being added by aging baby boomers, along with a changing market indicate that it is *critical* that communities *proactively* provide a variety of housing options to meet the needs of their residents.

- DSHA encourages the City to support the applicant-initiated amendment to rezone the property, located north of College Road, just east of the railroad tracks from Industrial to Residential High Density. Our understanding is that the lack of road access, except through Mishoe Towers, precludes industrial use. For this reason and the reasons stated for the Dove View Drive rezoning request, we support this amendment.

Approval Procedures:

1. Once all edits, changes and corrections have been made to the plan, please submit the completed document (text and maps) to our office for review. **Your PLUS response letter should accompany this submission.** Also include documentation about the public review process. In addition, please include documentation that the plan has been sent to other jurisdictions for review and comment, and include any comments received and your response to them.

2. The City shall report back to the Office of State Planning Coordination regarding adoption of any Review or Amendment, and forward the office any relevant meeting minutes, resolutions, ordinances and a copy of the final Plan Review or Amendment text and maps as adopted.

Thank you for the opportunity to review this amendment. If you have any questions, please contact me at 302-739-3090.

Sincerely,

Constance C. Holland, AICP
Office of State Planning Coordination Director

FINAL READING

CITY OF DOVER
ORDINANCE #2011-03

AN ORDINANCE AMENDING THE 2008 COMPREHENSIVE PLAN BY REPLACING TABLE 12-1: LAND USE AND ZONING MATRIX, AND 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 City Council of the City of Dover, on November 23, 2009, adopted the 2009 Comprehensive Rezoning Project and 2009 Comprehensive Plan Amendments; and

WHEREAS, the City Council of the City of Dover, on June 4, 2010, adopted an amendment to the *Zoning Ordinance* creating the Recreational and Open Space Zone; and

WHEREAS, the City Council of the City of Dover, on August 9, 2010, adopted the 2010 Recreational and Open Space Zone Map Amendments; and

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

WHEREAS, the Planning Staff has identified necessary changes to the Land Development Plan Map (Map 12-1) and the Land Use and Zoning Matrix (Table 12-1) of the 2008 Comprehensive Plan, as amended on November 23, 2009; 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 Commission held a public hearing on February 22, 2011, after which the Commission made a recommendation in regards to the proposed amendments to the Land Development Plan and the Land Use and Zoning Matrix.

NOW, THEREFORE, BE IT ORDAINED THAT the Mayor and Council of the City of Dover hereby amend Chapter 12: Land Development Plan, Table 12-1: Land Use and Zoning Matrix and Map 12-1: Land Development Plan of the 2008 Comprehensive Plan, as amended on November 23, 2009, by replacing the referenced table and map with the Amended Table 12-1 and Map 12-1 presented to City Council on March 14, 2011.

ADOPTED: *

SYNOPSIS

The proposed ordinance would adopt amendments to the 2008 Comprehensive Plan, as amended on November 23, 2009.

Actions History
March 14, 2011 - Final Reading – Council
January 24, 2011 - First Reading – Council

DRAFT

PETITION TO AMEND AND ZONING DISTRICT
Public Hearing before the
Dover City Council
March 14, 2011

Applicants/Owners:	CRM Mid-Atlantic, LLC Sun Trust Bank
Address:	101-405 DoveView Drive, Dover
Location:	North side of Forrest Avenue, west of Saulsbury Road
Tax Parcel ID #:	ED-05-076.07-01-30.00-000
Size:	6.735+/- acres
Present Use:	Vacant Apartment Buildings - partially constructed
Present Comprehensive Plan Designation:	Institutional
Proposed Comprehensive Plan Designation:	Residential High Density
Present Zoning:	IO (Institutional/Office Zone) COZ-1 (Corridor Overlay Zone)
Proposed Zoning:	RG-5 (General Residence for Mid-Rise Apartments Zone) COZ-1 (Corridor Overlay Zone)
Reason for Request:	To allow for the development of multi-family residential dwellings.
File Number:	Z-11-03

This rezoning application consists of one parcel of land, of approximately 6.735 acres, owned by CRM Mid-Atlantic, LLC. The property is currently zoned IO (Institutional and Office Zone), and subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning is RG-5 (General Residence Zone for Mid-Rise Apartments). The subject area is located north of Forrest Avenue (Delaware Route 8) and west of Saulsbury Road. Tax Parcel: ED-05-076.07-01-30.00-000.

The rezoning proposal is made in conjunction with a request to amend the *2008 Comprehensive Plan*, Map 12-1 Land Development Plan, to change the subject parcel from Institutional land use classification to Residential High Density land use classification. Analysis of this request is in the report for file MI-11-01 – 2011 Comprehensive Plan Amendments.

Existing Property:
The subject parcel was previously approved as DoveView Apartments, a Planned Neighborhood Design – Senior Citizen Housing Option. Under the provisions of the *Zoning Ordinance* in Article 3 §24 for the Planned Neighborhood Design Option, a property zoned IO (Institutional and Office Zone) is permitted to be considered for development with the PND: Senior Citizen Housing Option through the Conditional Use review process. The applications associated with this project include:

- C-03-08 – Approved by Planning Commission in February 2004 as FountainView PND – Senior Citizen Housing Option
- C-06-02 – Approved by Planning Commission in August 2006 as DoveView PND – Senior Citizen Housing Option. The Planning Commission granted a one-year extension in August 2007.

The DoveView PND – Senior Citizen Housing Option plan included 192 dwelling units in four four-story apartment buildings. The plan as approved would include 246 parking spaces and an overall density of 28.52 dwelling units per acre.

The City issued building permits for the four buildings that make up DoveView in late 2007 and early 2008. Construction began on two buildings and ultimately ceased. The property went into foreclosure and is now owned by CRM Mid-Atlantic, LLC (Sun Trust Bank). Because construction ceased for more than one year, the site development plan associated with DoveView has expired (*Zoning Ordinance*, Article 10 §2.491(a)). Site development plan approval is required prior to initiation of any construction activity on the site, regardless of the outcome of the rezoning application.

The subject property is located within the COZ-1 (Corridor Overlay Zone) due to its location along Delaware Route 8 and Saulsbury Road. Any development of the site shall comply with the requirements of this zone.

Surrounding Land Uses:
There are a variety zoning classifications and land uses surrounding the subject property. Immediately south of the subject site, between the subject property and Forrest Avenue, are two properties that are zoned C-2A (Limited Central Commercial Zone); one is vacant, and the other is TD Bank. Other adjacent properties to the east between the subject site and Saulsbury Road are zoned C-2A (Limited Central Commercial Zone) as well. Included among these is the Walgreens Drug Store located at the corner of Forrest Avenue and Saulsbury Road.

The property located to the north of the proposed site is zoned IO (Institutional and Office Zone) and is the location of the Academy of Dover (school). Immediately west of the site is the Modern Maturity Center, which is zoned IO (Institutional and Office Zone).

Comprehensive Plan:

In the *2008 Comprehensive Plan*, the Land Development Plan (Map 12-1 as amended, dated 11/23/2009) recommends that this property be used for Institutional Uses. As previously stated, the rezoning request is associated with a request to amend the *2008 Comprehensive Plan* to reflect the land use on Map 12-1 as Residential High Density. The requested zone is consistent with the requested land use classification, but not with the existing land use classification.

The Land Development Plan (Chapter 12) of the *2008 Comprehensive Plan* states the following with regard to high density residential development:

> The Comprehensive Land Development Plan recommends that high density residential be dispersed throughout the City along arterial roadways in close proximity to other high-density residential uses, schools, neighborhood commercial areas, transit service, and other compatible non-residential land use areas. High density residential development is also appropriate in some areas of the downtown, most of which are shown as mixed use on the Land Development Plan.

The subject site is located off Saulsbury Road and Delaware Route 8, both of which are identified as Urban Minor Arterials in the *2008 Comprehensive Plan.* It is also within proximity (walking distance) to schools (Booker T. Washington Elementary School, William Henry Middle School, and the Academy of Dover), commercial areas (including the TD Bank and Walgreens Drug Store on adjacent parcels and the Gateway West Shopping Center to the south, across Forrest Avenue), transit service, and other services (including medical offices).

Request for RG-5 (General Residence Zone for Mid-Rise Apartments)

Within the RG-5 Zone, the following uses are permitted: one-family detached dwellings; mid-rise apartments; public buildings, structures and uses; raising of field and garden crops, vineyards and orchards, and nurseries. See *Zoning Ordinance*, Article 3 §5 and referenced sections.

According to Article 12 of the *Zoning Ordinance*, the definition of mid-rise apartments is as follows:

> *Mid-rise apartment:* Multiple dwellings where individual dwelling units share a common outside access, and elevators serve each floor. The dwelling units share a common lot area, which is the sum of the required lot areas of all dwelling units within the building.

The following is a summary of the bulk standards, as specified in Article 4, Section 4.6. The *Zoning Ordinance* defines Multiple Dwellings as "A building, or portion thereof, containing more than two dwelling units."

			For Multiple Dwellings:
Minimum required:			
	Lot area (sq. ft.)		900 per dwelling unit
	Lot width (ft.)		100
	Lot depth (ft.)		125
	Front yard (ft.)		25
	Side yard (ft.)		At the ground level or at any setback level, one-sixth of the height of the nearest outside wall of the building measured in each case from the average level of the finished grade along the side of the building, but in no case less than 25 feet.
	Rear yard (ft.)		At the ground level or at any setback level, one-sixth of the height of the nearest outside wall of the building measured in each case from the average level of the finished grade along the rear of the building, but in no case less than 25 feet.
	Off-street parking spaces		2/Du
	Accessory commercial uses parking spaces		1 per employee or 1 per 300 sq. ft. of floor area, whichever is greater.
	Open space		25% of the lot area shall be devoted to open area, not including parking areas.
Maximum permitted:			
	Building height		
		Stories	6
		Feet	70

Recommendation of the Planning Staff and Planning Commission:
This request is to rezone land from IO (Institutional and Office), subject to the COZ-1 (Corridor Overlay Zone) to RG-5 (General Residence Zone for Mid-Rise Apartments), subject to the COZ-1 (Corridor Overlay Zone). This request is made in conjunction with a request to amend the *2008 Comprehensive Plan*, Map 12-1 Land Development Plan, as it relates to this property. The approval of this rezoning request is contingent upon the approval of the associated amendment to the *2008 Comprehensive Plan*.

As stated in the report for MI-11-01 – 2011 Comprehensive Plan Amendments, staff supports the land use classification change from Institutional to Residential High Density, and the associated rezoning of the subject property from IO (Institutional and Office) to RG-5 (General Residence

Zone for Mid-Rise Apartments). Staff believes that the rezoning and amendment to the Comprehensive Plan are consistent with the policies stated in the *2008 Comprehensive Plan* regarding location of high density residential uses. As previously stated, the subject property is within proximity to a variety of goods and services, including transit service, schools, places of employment, commercial uses, and other supporting services. Additionally, one of the challenges typically encountered when considering high density residential development is the resistance from residential neighbors living in lower density residential developments. This location is not directly adjacent to other, lower density residential development that would generate these types of conflicts.

All Staff recommendations were made prior to the public hearing before the Planning Commission. Following a public hearing on February 22, 2011, where several members of the public spoke in opposition of the rezoning request, the Planning Commission voted to recommend in favor of the proposed amendments to the *2008 Comprehensive Plan* with six members voting in favor and one member voting against the request.

Excerpt from DRAFT Minutes of the February 22, 2011 Planning Commission Meeting (Minutes scheduled for adoption on March 21, 2011)

Z-11-03 DoveView Apartments at 101-405 DoveView Drive – Public Hearing and Review for Recommendation to City Council on a rezoning application consists of one parcel of land totaling of 6.735 acres ±. The property is zoned IO (Institutional/Office Zone) and subject to the COZ-1 (Corridor Overlay Zone). The proposed zoning is RG-5 (General Residence Zone for Mid-rise Apartments) and subject to the COZ-1 (Corridor Overlay Zone). The property is located on the north side of Forrest Avenue (Route 8) just west of the Saulsbury Road intersection. The owner of record is CRM Mid-Atlantic, LLC and SunTrust Bank. Property Addresses: 101-405 DoveView Drive. Tax Parcel: ED05-076.07-01-30.00-000. Council District 1. Ordinance #2011-05.

Representatives: Mr. Gregg Moore, Becker Morgan Group, Inc.

Mrs. Townshend stated that this application is similar to the previous application that you just saw in terms of surrounding Land Uses. There are other properties adjacent to this property that are zoned C-2A (Limited Central Commercial), one is vacant, the other is TD Bank, Walgreens Pharmacy, and another parcel that is zoned C-2A as well. To the north of this site is property that is zoned Institutional and Office and is the location of The Academy of Dover which is a charter school. Immediately west of the site is the Modern Maturity Center where you heard people associated with the Modern Maturity Center speaking. In terms of the *Comprehensive Plan* in order for this to go through, it is dependent upon that plan change. There is language in the *Comprehensive Plan* that addresses High Density. We have included the bulk standards for what RG-5 would include. She would state for the record that the Site Development Plan associated with DoveView has expired and those approvals were specifically for senior housing; therefore, the Site Plan will have to come back for consideration at that time.

Mr. Hemmig stated for clarification if the Land Use Classification change fails to pass City Council, then this rezoning would become null and void. Responding to Mr. Hemmig, Mrs. Townshend stated that City Council will be made aware that they go together and if they approve one the other will also need to be approved unless they go back and reconsider the first one.

Mr. Moore stated for clarification that he is aware that there was a tax bill that was due on this parcel of land that had not been paid by the developer. The bank was advised by its legal counsel that upon the deed being recorded, they would pay the bill. That bill has now been paid.
Colonel Welsh stated that to clarify a point for those who testified previously from the public, this is only a recommendation for a rezoning application. For those who had concerns regarding connectivity with the Modern Maturity Center, that would not be considered until they come forward with a Site Plan for the apartments.

Mr. Moore stated that they will reach out to the Modern Maturity Center with them separately. Now we have the chance to make that connection before we file a plan before the Commission so that we can talk to them about what we plan to do.

Mr. Hemmig opened a public hearing.

Mr. Leonard Iacono – Stated that he would like to make a comment about the whole aspect of this project. He challenges the bank to produce a market study that states that the need for senior housing is not required. He also suggests, as a major developer in Dover and one of the largest apartment owners here, no one has ever contacted him regarding the ability of taking the project over and developing a senior housing project. If the bank contacted someone, he has no idea who they contacted. He still does not understand the connection between the fact that the City already changed it from a condominium project to a senior housing project and is now changing it back. He just does not understand the whole flow.

Responding to Mr. Iacono, Mrs. Townshend stated that it has always been senior housing. Changing it to a condominium project is a form of ownership not a unit type. Essentially, what we have seen from the beginning has always been apartments as a unit type. Initially, the intent in that they would be condominiums for sale and then it

changed to apartments; however, from a zoning standpoint there is no difference. The *Zoning Ordinance,* in terms of the housing style, specifically states multi-family; it does not state multi-family condominium or multi-family rental.

Mr. Iacono stated that it would be his error because he was under the impression that it started off initially as a condominium project and then went back to the City to request that it be a rental property and specifically a senior housing project. Responding to Mr. Iacono, Mrs. Townshend stated that it was "senior" from the beginning and was initially intended to be condominiums. They asked if they needed approval; however, Staff stated that approval was for senior housing and not necessarily the ownership or rental aspect of it.

Mr. Iacono stated that if the bank is still interested in considering a senior housing aspect; he would be interested.

Mrs. Carolyn Fredericks – Stated that her concern is that she does not know what the timeframe is for the Site Plan and when it would come back; however, the condition of her receiving a Certificate of Occupancy for her building was to build that connection. She is going to be ready to obtain a Certificate of Occupancy by the first of April because their building is almost completed. She is unsure how long the process would take before they would come back with their Site Plan.

Responding to Mrs. Fredericks, Mrs. Townshend stated that in terms of the Modern Maturity Center at this point, it is part of their Site Plan. They have received the request from the Modern Maturity Center to come to the Planning Commission which will happen next month with their request to remove that interconnection cross access.

Colonel Welsh stated that to throw out an opinion he stated that they may want to think about this for awhile because he really thinks that it would be mutually beneficial for both of you to have that interconnectivity both for bringing new people into the Modern Maturity Center and having that use. Responding to Colonel Welsh, Mrs. Fredericks stated that they would discuss this issue next month as it is a major safety issue.

Mr. Nichols questioned when DoveView was proposed to be built, wasn't interconnectivity there at one time and they wanted to bring the road across the ditch over to that point and they abandoned the road idea; however, there would still be a small path across there to get back to the Modern Maturity Center? Responding to Mr. Nichols, Mrs. Townshend stated that there were two things. One, there was a small pedestrian golf cart type access between the two properties. There was also, at that point, even though there was not anything on the Modern Maturity side there was the requirement to provide a cross access easement on the DoveView side; however, they were not required to build it until something happened at the Modern Maturity Center. When Modern Maturity Center came through for their expansion that is currently underway, the location where the interconnection was put at DoveView was something that caused them (Modern Maturity Center) concern. It was at their request that the interconnection in terms of the location on their property was moved further to the front of the property. When DoveView comes in or the vacant parcel or anything adjacent we will have to determine how that connects with the Modern Maturity piece if it stays.

Mr. Nichols further stated that this area was originally shifted he believes to the back. Responding to Mr. Nichols, Mrs. Townshend stated yes and now has been shifted to the front because of concerns of traffic going through the parking lot and the ability of going around the front of the building.

Mr. Hemmig questioned that the Modern Maturity Center's Certificate of Occupancy is tied to completion of the interconnectivity, has that been built? Responding to Mr. Hemmig, Mrs. Fredericks stated that they have not built it yet and our building is almost completed. When they finish with their building, they cannot obtain a Certificate of Occupancy until that interconnectivity has been completed.

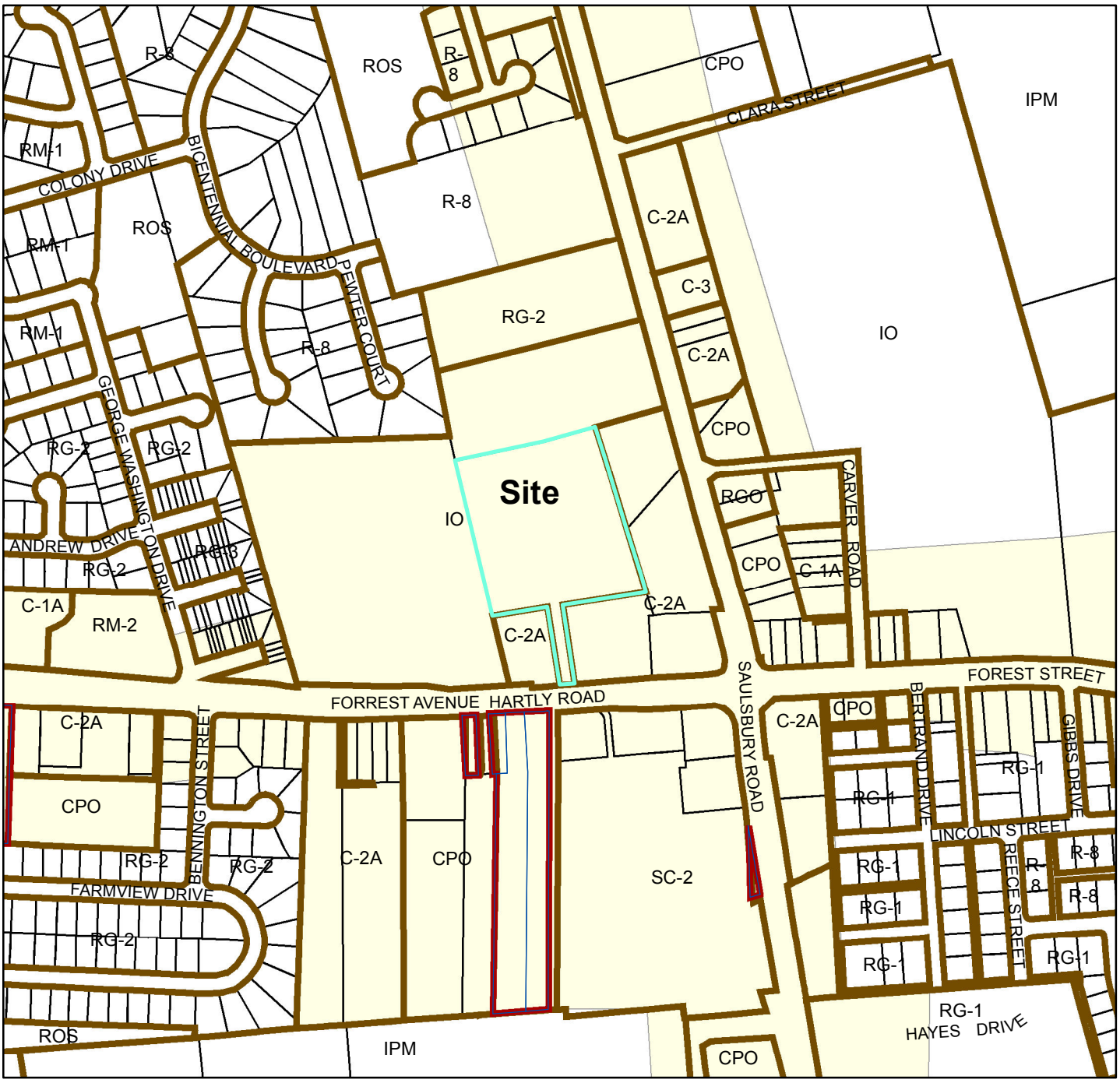
Mr. Hemmig further stated for clarification, this zoning is taking the property from I/O to RG-5. Under the I/O we were able to do a Conditional Use for senior housing. Under the RG-5 can it still be senior housing? Responding to Mr. Hemmig, Mrs. Townshend stated that they could voluntarily age restrict it under RG-5 or they could come back with another senior citizen PND under the RG-5. RG-5 does not preclude it from being senior housing; it just does not require it. Under the I/O, the residential uses aside from the senior citizen PND are prohibited.

Colonel Welsh moved to forward to City Council recommendation of approval of Z-11-03 DoveView Apartments located at 101-405 DoveView Drive from I/O Institutional Office subject to the Corridor Overlay Zone (COZ-1) to RG-5 General Residence Zone for mid-rise apartments and subject to the Corridor Overlay Zone (COZ-1), and for reasons stated in the Staff Report and general discussion this evening, seconded by Mr. Nichols and the motion was carried 6-1 with Mr. Friedman and Mr. Holt absent and Mr. Ambruso opposed.

City of Dover

Department of Planning & Inspections

Application No.: Z-11-03



Plan Title: DoveView
Location: 101-405 Doveview Dr.
Plan Type: Rezoning
Tax Parcel: ED-05-076.07-01-30.00
Current Zoning: IO, COZ-1
Propsoed Zoning: RG-5, COZ-1
Owner: CRM Mid-Atlantic, LLC
Sun Trust Bank
Date: 1-13-11

Legend

- Dover Parcels
- Zoning
- Corridor Overlay Zone

0 300 600 1,200 Feet

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: FEBRUARY 3, 2011

CITY OF DOVER

PUBLIC UTILITIES

DEPARTMENT

APPLICATION: **DOVEVIEW APARTMENTS, 101-405 DOVEVIEW DRIVE**

FILE #: **Z-11-03**

REVIEWING AGENCY: **City of Dover Public Utilities Department**

CONTACT PERSON: **Steve Enss - Electric**
Sharon Duca, P.E. - Water, Wastewater, Stormwater

CONTACT PHONE #: **302-736-7070**

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC / WATER / WASTEWATER

1. Our office has no objection to the rezoning of tax parcels ED05-076.07-01-30.00-000.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC / WATER / WASTEWATER

1. None.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC / WATER / WASTEWATER

1. The utilities on this site have already been installed based upon the originally approved layout. As such, it is preferred that changes to the site be planned accordingly. Should this site be redeveloped, which includes modifications to the use or layout, the applicant / developer will be responsible for all costs associated with providing the appropriate service to this site based upon the use including any necessary system upgrades, extensions or relocations. The appropriateness and adequacy of water and sewer services and meters will be assessed at that time. Should the existing infrastructure no longer be required based upon the proposed use, it must be properly abandoned in accordance with all City of Dover Public Utilities Department standards and specifications.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: February 3, 2011

D E L D O T

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APPLICATION: Doveview Apartments at 101-145 Doveview Drive
FILE#: Z-11-03 REVIEWING AGENCY: DelDOT

CONTACT PERSON: Julio F. Seneus PHONE#: 760-2145

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THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY & STATE CODE REQUIREMENTS:

1. DelDOT has no comments for the proposed rezoning.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES:

ADVISORY COMMENTS TO THE APPLICANT:

- A Traffic Impact Study (TIS) will be required if the proposed development exceeds 50 VPH or 400 VPD.When the study is completed, DelDOT will review it and send recommendations for the improvements to the City. The improvements contained in the study will be implemented by the developer per DelDOT's discretion. Please, contact Mr. Troy Brestel at (302) 760-2167 or e-mail: Troy.Brestel@state.de.us to set up a scoping meeting for this project.

- If the proposed amended subdivision will generate fewer than 2000 trips per day or less than 200 vehicles in any hour of the day, DelDOT will allow payment towards an Area-Wide Study Fee, in lieu of a TIS. The Area-Wide Study Fee, calculated as $10 per daily trip, would be payable to DelDOT prior to the re-issuance of a Letter of No Objection. Payment of it would exempt the developer from the need to do a TIS, but would not exempt them from participation in off-site improvements or the need to do a Traffic Operational Analysis if one is required in the re-review of their entrance plans. If the developers would like to pay the fee in lieu of doing a TIS, the developer should contact me at (302) 760-2145.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the planning department as soon as possible.

FINAL READING

CITY OF DOVER
PROPOSED ORDINANCE #2011-05

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 101-405 DOVEVIEW DRIVE

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 IO (Institutional and Office Zone) and subject to COZ-1 (Corridor Overlay Zone) to RG-5 (General Residence Zone for Mid-Rise Apartments) and subject to COZ-1 (Corridor Overlay 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 IO (Institutional and Office Zone) and subject to COZ-1 (Corridor Overlay Zone) to RG-5 (General Residence Zone for Mid-Rise Apartments) and subject to COZ-1 (Corridor Overlay Zone) on that property located at 101-405 Doveview Drive (on the north side of Forrest Avenue (Route 8) just west of the Saulsbury Road intersection), consisting of $6.735^{+/-}$ acres, owned by CRM Mid-Atlantic, LLC and SunTrust Bank.
(Tax Parcel: ED05-076.07-01-30.00-000; Planning Reference: Z-11-03)

ADOPTED: *

S:\PACKETS\2011\Council\03-14-2011\5. Ordinance 2011-05-Rezoning-101-405 Doveview Drive- Final Rdg.wpd

Actions History
March 14, 2011 - Proposed Public Hearing/Final Reading - Council
February 22, 2011 - Review - Planning Commission
January 24, 2011 - First Reading - Council

Draft

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

The Safety Advisory and Transportation Committee Meeting was held on February 23, 2011 at 5:00 p.m. with Chairwoman Williams presiding. Members present were Mrs. Russell (arrived at 5:07 p.m.), Mr. Bonar, Mr. Davis, and Mr. Harmon (arrived at 5:24 p.m.). Mr. Ruane was also present.

AGENDA ADDITIONS/DELETIONS

Mr. Davis moved for approval of the agenda, seconded by Mr. Bonar and unanimously carried.

Request for Waiver of Land Subdivision Regulations - Reduction of Street Right-of-Way Width - Dover High School Project (South Side of Forrest Avenue)

Mrs. Dawn Melson-Williams, Principal Planner, reviewed a street waiver request for the reduction of street right-of-way from sixty (60) feet to fifty (50) feet (Land Subdivision Regulations, Article VI.A.13) for construction of the new Dover High School. She advised members that the project is located on four (4) parcels of land totaling $106.5222^{+/-}$ acres and is zoned R-10 (One Family Residence Zone) and subject to the COZ-1 (Corridor Overlay Zone). Mrs. Melson-Williams noted that the subject property is located on the south side of Forrest Avenue (DE Route 8) approximately 1,500 feet west of Mifflin Road and the owner of record is Capital School District. She noted that the Conditional Use and Site Development Master Plan are for the construction and use of a three (3) story 315,000 S.F. school with associated parking, roadways, stormwater management, landscaping, sports fields, stadium, and other site improvements. Mrs. Melson-Williams stated that the overall Site Development Master Plan for the New Dover High School includes the layout of the proposed buildings, parking lots, sports fields, and the associated transportation network to access the site and internal circulation of the site.

Mrs. Melson-Williams advised members that during the applicant's presentation to the Planning Commission at their December 20, 2010 meeting, members were provided information on ongoing discussions regarding shared infrastructure improvements between the Capital School District and the adjoining developer (Leander Lakes, LLC) for the Leander Lakes Apartments project (a development to be located to the west of the school property). Exhibits were reviewed showing proposals for the right-of-way, construction of the western entrance access road, and the connection to Tribbitt Street, which will serve both the school and the residential project. She noted that negotiations on the infrastructure are continuing. Mrs. Melson-Williams reviewed information regarding the Transportation and Circulation Network for the new Dover High School project, which is associated with consideration of the waiver request for a reduction in street right-of-way width.

Mrs. Melson-Williams advised members that the Planning Commission reviewed the proposed street waiver request as part of its review of the Conditional Use/Site Development Master Plan for the new Dover High School. The Planning Commission granted conditional approval to the Conditional Use/Site Development Master Plan and to a series of waivers and considerations, including the reduction of the required street right-of-way width from sixty (60) feet to fifty (50) feet for portions of the proposed streets in the southwest area of the property, including the interconnection to Tribbitt Street. She indicated that, as part of the motion for conditional approval, the Planning Commission also adopted comments and recommendations from the Development Advisory Committee (DAC) Report. It was noted that comments and recommendations from multiple departments or agencies may be associated with the development of streets.

In response to Mrs. Williams, Mrs. Melson-Williams stated that the school is being designed to accommodate an overall count of 1,800 students.

Referring to the proposed ingress and egress for this property, Mr. Bonar expressed his desire for a roadway width of no less than 28 feet in order for a 110 foot aerial apparatus to access the high school to protect it against fire. In addition, he strongly urged signalization at both proposed intersections at the new high school along Forrest Avenue/Route 8.

Responding to Mr. Ruane, Mrs. Melson-Williams stated that the reduction in the street right-of-way width would not create a reduction in the paved width of the street.

Several members questioned why the applicant or engineers were not in attendance to explain the need for the waiver and address concerns of members. Responding, Mrs. Melson-Williams stated that the engineers were unable to attend since they were making a presentation at the Planning Commission Quarterly Workshop, which was running concurrently with the Safety Advisory and Transportation Committee meeting.

Mr. Davis relayed concern with any reduction due to potential bicycle and pedestrian traffic in the area. In addition, he stated that if there is a connector road between Forrest Avenue and Hazletteville Road, Amish horses and buggies will also be using the roadway.

Mrs. Melson-Williams explained that if a regional connector between Rt. 8 and Hazletteville Road is constructed in the future, the right-of-way and segment of road involved would probably be enlarged. However, she indicated that the waiver is being requested at this time due to the proposed time frame for construction of the school, which has a scheduled opening date of 2014.

Mr. Gary Laing, Community Relations Officer and Public Relations Liaison for the Delaware Department of Transportation (DelDOT), reminded members that there was previous discussion regarding vehicle connectivity from the Village of Westover. Responding, Mrs. Melson-Williams stated that there is a street stub from Westover to its north property line with a terminus of Worchester Drive. She indicated this is planned for a pedestrian/bicycle connection to the site but will not convey vehicular traffic.

Responding to Mrs. Williams, Mrs. Melson-Williams confirmed that the proposed opening for the new high school is in 2014; however, it is anticipated that the first phases of major utility work will begin during the summer of 2011.

Mr. Davis moved to recommend that this request be referred back to the Planning Commission for further study and clarification of the following: actual reasons for narrowing the roadway to fifty (50) feet, a deeper look into pedestrian and bicycle traffic and ingress and egress to the school, and serious consideration of a roadway through the farmland preservation property of Papen Farms to Hazletteville Road. The motion was seconded by Mr. Bonar.

In regards to the roadway through the farmland preservation property to Hazletteville Road, Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that she attended a meeting with DelDOT on February 22, 2011 and was assured that this road would not be completed in the near future. She stated that DelDOT has not added any new projects to the Capital Transportation Program due to funding issues and that DelDOT was very clear that the City should not anticipate this project coming to fruition anytime soon.

In light of this information, Mrs. Williams suggested that the school district meet with DelDOT to develop a good, practical plan for an interconnection roadway to Hazletteville Road and that the motion be amended accordingly. There were no objections from the maker or seconder of the motion.

The motion recommending that this request be referred back to the Planning Commission for further study and clarification of the following: actual reasons for narrowing the roadway to 50 feet, a deeper look into pedestrian and bicycle traffic and ingress and egress to the school, and serious consideration of developing a good, practical plan for a roadway to Hazletteville Road was carried by a unanimous roll call vote.

Discussion - Crossover Bridge for Pedestrian at the New Dover High School

At the request of Mr. Davis, members were provided detailed information regarding a 40-foot pedestrian bridge for possible construction at the new Dover High School site. Under the premise that there will be signalization at both the eastern and western ends of the new Dover High School site, Mr. Davis noted that a development is located across Route 8 and that, although an additional traffic signal could be installed at Cranberry Run, as an alternative, consideration could be given to an overhead walkway. He advised members that a similar bridge, which crossed over five (5) lanes of traffic, was built in a town in Pennsylvania approximately four (4) to five (5) years ago at a cost of $1.3M. Although he acknowledged that funding must be considered regarding this matter, he suggested that members consider the safety and traffic issues involved.

In regards to the costs, Mr. Bonar advised members that the economic impact of one (1) fatal accident is approximately $900,000. It was his opinion that the construction of pedestrian overpasses should be considered for several major roadways.

Mr. Gary Laing, Community Relations Officer and Public Relations Liaison for the Delaware Department of Transportation (DelDOT), noted that the example provided appears to be located in a more urban setting than the proposed new Dover High School. He advised members that a pedestrian overpass has been placed across College Avenue in Newark; however, getting individuals to use the structure has been problematic. Mr. Laing noted that a wall was constructed at the College Avenue bridge to prevent pedestrians from crossing by other means. He questioned where a crossover bridge could be located if this option was chosen for the new school. In addition, Mr. Laing advised members that the minimum clearance required for a pedestrian bridge is 17’6” in height. For each foot in height, in order to be compliant with the Americans with Disabilities Act (ADA), he indicated that either ramps or an elevator would be required and stated that there is no area available to accommodate the length of ramp needed.

Mr. Davis noted that the crossover in Pennsylvania is located in a rural setting, not urban, with sidewalks on the north side. He stated that the pedestrian ramp curls around rather than extending in a linear fashion. Responding, Mr. Laing stated that, because of the degree of angle that would be required, regardless of the manner in which the ramp would be constructed, the area needed for the ramp would be substantial. As an alternative, he stated an elevator could be installed; however, this would create issues with maintenance, security, safety, etc. In addition, he noted that a pedestrian bridge would require maintenance to keep it free of trash, debris, and snow.

Responding to Mrs. Williams, Mr. Laing stated that his understanding was that "cork-screw" ramps are not ADA compliant.

Mr. Davis questioned how the children who live on the north side of Forrest Avenue/Route 8 will cross the street if the overpass is not built and who would be responsible for their safety.

Mr. Bonar suggested that the Capital School District be requested to make a presentation to address some of these concerns.

Mrs. Townshend advised members that all of the concerns relayed by members have been discussed before the Planning Commission. She noted that the Planning Commission required that the School District connect into Tribbitt Street, at the rear of Cannon Mill, which connects to the Village of Westover, to provide relief for the approximately 900 dwelling units.

Responding to Mrs. Williams, Mrs. Townshend stated that the design of the street network in the Village of Cannon Mill is not conducive to cut-through traffic. Disagreeing, Mr. Bonar noted an increase in vehicular traffic in Woodcrest as a result of students attending Dover High School.

After much discussion, it was the consensus of members that staff should invite the Capital School District to attend the next Committee meeting to discuss these issues further.

Briefing on Delaware Department of Transportation (DelDOT) Projects - *Gary Laing*

Mr. Gary Laing, Community Relations Officer and Public Relations Liaison for the Delaware Department of Transportation (DelDOT), provided a briefing on DelDOT projects, as follows:

West Dover Connector

Mr. Laing reminded members that DelDOT held a workshop regarding the West Dover Connector in September 2010, at which time DelDOT presented the preferred alternative for the location of the connector. He noted that the workshop was well attended. Mr. Laing stated that Phase 1 of the archeology research, which consists of researching historic properties in the area of the connector, will begin soon and that Phase 2 field work should follow in the Spring of 2011. He stated that DelDOT is working on preparing environmental assessments, as directed by the Federal Highway Administration (FHA) and the assessment will be reviewed by the State Historic Preservation Office, and FHA. He indicated that survey plans are being compiled and preliminary plans should be

completed later in the year, semi-final construction and right-of-way plans are targeted to be completed in approximately one (1) year, and the final right-of-way will be determined in July 2012, followed by the real estate acquisition process. As reflected in the Community Transportation Plan, Mr. Laing stated that construction is scheduled for 2014 through 2016.

Responding to Mr. Mark Brata, representing Eden Hill Commercial, Mr. Laing stated that no specific date or further details were provided by the project manager regarding preliminary plans for the project.

South Governors Avenue Improvements

Mr. Laing reported that the South Governors Avenue Improvements have been substantially completed, with the exception of some "punch list" items to be completed or repaired by the contractor. He anticipated that these items will be addressed once the weather permits.

Water Street Railroad Crossover

Mr. Laing advised members that there is no new information to report on the Water Street Railroad Crossover, explaining that this is a long-term project with a substantial amount of preliminary work required.

Wyoming Mill Road Project

Mr. Laing advised members that a construction contract was awarded to Diamond Materials, LLC for the Wyoming Mill Road Project. He stated that advanced utility work is underway and construction is scheduled to begin in the Spring of 2011, with a completion date anticipated in the fall.

Transit Center

Mr. Laing stated that a meeting was held with potential bidders for construction of the Transit Center. Certain submissions must be reviewed by DelDOT and, once completed, DelDOT will announce the awarding of the contract and work will begin on Phase 2 of the project.

Briefing on Dover/Kent County Metropolitan Planning Organization (MPO) Projects - *Juanita Wieczoreck*

Ms. Juanita Wieczoreck, Executive Director of the Dover/Kent County Metropolitan Planning Organization (MPO), stated that the most significant project for the MPO is the Dover Transit Center Neighborhood Plan. She stated that MPO has been making presentations in an effort to obtain support from various organizations. It was noted that a presentation of the Dover Transit Center Neighborhood Plan and Design Book was provided to City Council during their Regular Meeting of February 14, 2011.

Referring to the executive summary of the Dover Transit Center Neighborhood Plan and Design Book, Ms. Wieczoreck noted that the purpose of the Plan and Design guidelines is to provide the City of Dover with a design and planning strategy to guide development around the new Transit Center site and provide a very specific understanding of what the City could realize for this area.

Ms. Wieczoreck stated that the MPO is beginning to develop their annual work program and requested ideas from the City.

Responding to Mr. Ruane, Ms. Wieczoreck stated that the MPO has been working on a regional bike plan and anticipates a presentation to the Committee once it has been finalized. She indicated that Mr. Michael Albert, Planner II, represents the City of Dover on this committee.

Mr. Ruane requested that Mr. Albert make a presentation to the Committee regarding the proposed Bike Plan to obtain recommendations from members.

Proposed Ordinance #2011-06 Amending Chapter 46 - Fire Prevention and Protection - Open Burning

Mr. David Truax, Fire Marshal, reviewed Proposed Ordinance #2011-06, and advised members that the Ordinance would enhance the safety of commercial and recreational barbecuing and control and maintain the proper use of open burning. He explained that the proposed amendment would expand the present open burning ordinance to better define open burning and barbecuing; more clearly define where and how open burning and barbecuing are permitted; and better address the use of outdoor portable fireplaces. Mr. Truax stated that the draft ordinance depicts additions in blue text and deletions in red strike-outs and advised members that the proposed ordinance has been reviewed by the Deputy City Solicitor.

Mrs. Williams read into the record a statement in support of the ordinance provided by Ms. Rita Kropiewnicki (***Attachment #1***).

Mr. Bonar stated his experience with Wesley College students who have had open pit fires burn late into the evening and early morning.

Mr. Bonar moved to recommend adoption of Proposed Ordinance #2011-06 (*Attachment #2*), seconded by Mr. Davis and unanimously carried.

Mr. Bonar moved for adjournment, seconded by Mr. Harmon and unanimously carried.

Meeting Adjourned at 6:38 P.M.

Respectfully submitted,

Beverly C. Williams
Chairwoman

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Attachment
Attachment #1 - Statement by Ms. Rita Kropiewnicki
Attachment #2 - Ordinance #2011-06 - Chapter 46 - Fire Prevention and Protection - Open Burning

Safety Advisory and Transportation Committee Meeting

February 23, 2011

Request to Enter Statement Into the Record:

On February 23, 2011, the Clerk's Office received a call from Ms. Rita Kropiewnicki, 155 Blue Beach Drive, who stated she was unable to attend the Safety Advisory and Transportation Committee meeting but requested that it be entered into the record that she favors Proposed Ordinance #2011-06. Ms. Kropiewnicki explained that, during the Summer of 2010, her home became filled with the odor of smoke, which she discovered was emanating from a large, open pit fire at a nearby residence. She noted that her doors and windows were closed and her air conditioning was running at the time. She was particularly concerned because her granddaughter, who has breathing problems, was visiting. Ms. Kropiewnicki stated that the fire burned for many hours, and at 12:00 a.m. she summoned the police, who came to her residence. However, they informed her that there was nothing that could be done because the City had no ordinance to regulate hours when open burning would be permitted. She stated that the fire continued to burn until approximately 3:00 a.m.

Ms. Kropiewnicki voiced her concerns regarding this incident to Councilman Ruane, who stated he would inquire further into this matter. She expressed her gratitude to Mr. Ruane for initiating this Code amendment and reiterated that she strongly favors Ordinance #2011-06 because she feels unregulated open burning presents a hazard to City residents.

CITY OF DOVER PROPOSED ORDINANCE #2011-06

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

That Chapter 46 - Fire Prevention and Protection, Article I - In General, Section 46-5 - Open Burning, be amended by inserting the text indicated in bold, blue, italics and deleting the text indicated in red strikeout as follows:

Sec. 46-5. Open burning.

~~**In residential multiple occupancy structures containing three or more dwelling units, including but not limited to apartment houses, dormitories, roominghouses, and condominium buildings, the open burning of any type shall be prohibited, except when permitted by the fire marshal. The use of charcoal or gas-fired grills, burners, or cookers shall be prohibited on balconies or within ten feet of the multiple occupancy structure.**~~

(a) Definitions. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Barbecuing - Commercial. The preparation and cooking of food by way of gas grill, charcoal grill, or other apparatus used for the cooking of food by way of flame produced through wood, charcoal, or gas for the purpose of cooking food for the sale to and/or consumption by the general public.

Barbecuing - Recreational. The preparation and cooking of food by way of gas grill, charcoal grill, or other apparatus used for the cooking of food by way of flame produced through wood, charcoal, or gas for the purpose of cooking food for the consumption by a family and/or guests or by the membership of a private organization or church congregation.

Open Burning. The burning of materials wherein products of combustion are emitted directly into the ambient air without passing through a stack or chimney from an enclosed chamber.

Outdoor Fireplace. Any homemade or commercially produced fireplace, fire pit, or fire ring used for the kindling of wood.

(b) Permit required. Open burning of structures, brush, or bonfires shall not be permitted without a permit obtained from the Fire Marshal.

Draft

(c) Fire dimensions. Open burning, when permitted, shall be kindled in such a manner as not to be a danger to other campers, recreational vehicles, tents, or structures and shall not be of a size greater than 18 inches by 18 inches by 18 inches. Height of the fire shall be measured from the ground or from the bottom of the inside of the container being used to kindle the fire. Open burning shall not be kindled directly on the ground unless contained in a fire ring.

(d) Fire clearances and time restrictions. Outdoor fireplaces shall have 36 inches clearance from all combustibles when in use. Portable fire places, fire pits, or fire rings shall be extinguished in a residential area between the hours of 12:00 midnight and 8:00 a.m.

(e) Commercial barbecuing. Commercial barbecuing shall be permitted under the following conditions:

(1) The location has been approved by City of Dover Licensing and Inspections and the Fire Marshal and an Outdoor Public Gathering Permit has been obtained.

(2) One (1) fire extinguisher of not less than five (5) lbs. (pounds) ABC is to be located within ten (10) feet of the cooking area. Cooking area and cooking fuels shall be secured from public access.

(3) Approval from the Board of Public Health has been obtained.

(4) The operator shall make all reasonable attempts to avoid causing a nuisance to nearby property owners with smoke, fumes, or sparks.

(5) All compressed flammable gas containers used for cooking shall be secured in such a way as to prevent them from being knocked, tipped, or blown over.

Any commercial barbecuing operations which are a continual nuisance because of smoke, fumes, or sparks shall be terminated by the Code Official or Fire Marshal and the Outdoor Public Gathering Permit revoked until such time as the Director of Licensing and Inspections is satisfied that the problem has been corrected.

Barbecuing of any kind shall not be kindled within 200 feet of any fuel pump or storage tank fill. Cooking grease shall not be disposed of by placing it directly on the ground or in storm water drains.

(f) Prohibited - Multi-family residential dwelling units. In apartment buildings, condominiums, or any other multi-family residential dwelling of three (3) or more units by any other name, the storage of propane tanks inside units or on balconies is prohibited. Recreational barbecuing shall be prohibited on any balcony or under any overhanging portion or within 15 feet of any structure, except that the use of electrical ranges or electrical grills shall be permitted. The use of outdoor fireplaces on balconies is prohibited.

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(g) Fines. Any owner, occupant, contractor, or body corporate found to be in violation of this section shall be issued a summons as provided for in Appendix F--Fees and Fines.

(h) Authority of the Fire Marshal. The Fire Marshal is authorized to impose a ban on open burning if weather conditions do not safely permit open burning. The Fire Marshal or Fire Officer shall order any fire extinguished that is deemed unsafe or not in compliance with Section 46-5 of the Dover Code.

ADOPTED: *

SYNOPSIS

To enhance the safety of commercial and recreational barbecuing and to control and maintain the proper use of open burning.

Actions History

March 14, 2011 - Scheduled for First Reading

February 23, 2011 - Scheduled for Consideration by the Safety Advisory and Transportation Committee

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UTILITY COMMITTEE

The Utility Committee Meeting was held on February 28, 2011 at 5:01 p.m. with Chairman Ruane presiding. Members present were Mr. Bonar, Mr. McGiffin, and Major Kosior. Mr. Snaman was absent. Council President Hogan and Mayor Carey (departed at 5:28 p.m. and returned at 5:41 p.m.) were also present.

AGENDA ADDITIONS/DELETIONS

By unanimous consent, the agenda was approved, as presented.

Yard Waste Collection Program

Mr. Anthony DePrima, City Manager, advised members that staff developed the following goals in formulating a Yard Waste Collection Program: 1) compliance with the Delaware Solid Waste Authority (DSWA) ban on yard waste; 2) avoid an increase in costs to the customers; and 3) the development of public education to lessen or eliminate yard waste.

Mr. Scott Koenig, Public Services Manager/Director of Public Works, reviewed the Yard Waste Separation Plan. He reminded members that on January 1, 2011, DSWA implemented a ban on yard waste at the Sandtown landfill and that, beginning July 1, 2011, the DSWA will start enforcing this ban. He noted that the ban was a condition of approval from the Department of Natural Resources and Environmental Control (DNREC) to continue to operate the landfill and that all waste haulers will be required to separate yard waste from the municipal solid waste stream.

In reviewing the New Rules, Mr. Koenig referred to Page 2 of the Yard Waste Separation Plan and advised members that a revision was made to the second sentence in Item #2, which should read "No metal containers will be allowed." He explained that metal containers can be easily damaged. In addition, he stated that members of Council may receive complaints from residents regarding Item #5, which modifies the current collection schedule for bulk items.

Noting that bulk trash will be picked up every other week, Mr. McGiffin questioned if residents will be permitted to place large items, such as refrigerators, out for pick-up for an extended period of time. Responding, Mr. Koenig stated that this could create potential concerns for property maintenance staff. Mr. DePrima noted that, although the current bulk pick-up schedule provides for a weekly pick-up, residents are not permitted to place bulk items out until the day of the scheduled pick-up. However, he noted that many residents do not adhere to this requirement.

In response to Mr. Ruane, Mr. Koenig indicated that education sessions will be provided for the public, office and field staff, and homeowners associations.

Responding to Mr. McGiffin, Mr. Koenig estimated that a stick would be considered less than 2" in diameter, limbs are from 2" to 6", branches are 6" and above.

Although he supported recycling and maintaining a cleaner environment, Mr. Bonar relayed his concerns with legislators enacting laws that affect municipal-level operations without prior communication.

Responding to Mr. Ruane, Mr. DePrima assured members that the program will be advertised locally and billing inserts will be distributed to customers to inform them of the change.

Mr. McGiffin moved to recommend endorsement of the Yard Waste Separation Plan, as presented by staff, seconded by Mr. Bonar and unanimously carried.

Generation Revenue Forecast

Mr. Anthony DePrima, City Manager, introduced Mr. Holt Bradshaw, Pace Global, who reviewed a Presentation of Generation Revenue Forecast. He explained that the forecast includes a "real" analysis that should be kept updated. Mr. Bradshaw advised members that there is a good deal of value in the assets and that they should be maintained and improved upon in order to keep cash flow. It is the opinion of Pace Global that there is great potential for revenue.

Responding to Mr. Ruane, Mr. Vince Scire, Plant Manager, stated that, as an example of continued maintenance, air heater work for Unit #3 was included in the CIP, which is necessary if Unit #3 is expected to run for 15-20 years. With regards to unanticipated expenses, he stated that approximately six (6) projects have been added to the plan as a result of the Pace life extension analysis. Mr. Bradshaw stated that a $100,000 capital contingency charge for each unit was built in to allow for capital "surprises."

With regards to materials and equipment used in the plants, Mr. Scire stated that replacement parts are sometimes extremely expensive; therefore, it can be beneficial to re-evaluate the situation and consider redesign.

In response to Mr. Bonar, Mr. DePrima reminded members that a plant evaluation was conducted a few years ago and that the analysis constitutes another evaluation. He noted that, in previous evaluations, it was assumed that the plants had a five (5) year life expectancy; however, in the new evaluations a 15-year life span is expected. In regards to the $100,000 contingency charge, he noted that the City has nearly $10M in its depreciation fund, which could be a resource for repairs if necessary. He assured members that thresholds are established to determine if repairs should be made or the equipment should be abandoned.

Mr. Ruane noted that the 2030 Energy Committee continues to discuss opportunities to attract alternative energy suppliers, such as encouraging a combined-cycle gas power plant at the Garrison Tract and buying purchased power energy agreements from this source. He questioned how this would correlate to the maintenance and continuation of the physical plant if energy needs can be addressed through such purchased power agreements and whether this possibility was factored into the analysis.

Responding, Mr. Holt stated that the capacity market has been willing to pay for units that are capable, available, reliable, and able to run when prices are very high or when there are reliability issues on the grid. He noted that, to date, the market has been willing to pay for this from the City and other suppliers.

Mr. Bonar questioned if theCity would be at a financial disadvantage if a new combined cycle unit or more modern unit becomes available and can be more readily put on line. Responding, Mr. DePrima stated that going forward with a plant at the Garrison Tract is not mutually exclusive of the idea of keeping the existing power plant running.

Mr. Bonar suggested that thought be given to placing a combined cycle unit at the Garrison Tract before a competitor moves forward with such a concept. Responding, Mr. DePrima stated that, based on the Committee's recommendation, the City contracted with Macquarie Energy, LLC for two (2) years and that they are performing due diligence on making applications to PJM and other regulatory bodies to move forward on that plant.

Mr. Francis Hodsell, Pace Global, advised members that the capacity market is a three (3) year forward market. He noted that it is the opinion of Pace that the City's assets are valuable within the structure of the capacity market and it is clear that this structure will be in place for a long period of time. Mr. Hodsell noted that if additional capacity enters the market, such as the Macquarie West Deptford Plant, this would not be seen as a risk to these assets and they could continue to generate significant cash flow for the City.

Mr. Ruane stated he anticipated that West Deptford would be brought forward to the Committee next month. Responding, Mr. Hodsell stated that he will be working with City staff on a time frame for the analysis.

Due to time constraints, Mr. Ruane requested that the remainder of the agenda items: 1) Power Plant FY 2012 Capital Investment Plan (CIP) Review; 2) 2012-2016 Utility Capital Investment Plan (CIP); and 3) PACE/NAES Monthly Report *(December)* be deferred until the next meeting.

Mr. McGiffin moved to defer the remainder of the agenda items until the next meeting, seconded by Mr. Bonar and unanimously carried.

By unanimous consent, the meeting adjourned at 5:51 p.m.

Respectfully submitted,

Eugene B. Ruane
Chairman

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LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

AGENDA ADDITIONS/DELETIONS

Mr. McGiffin moved for approval of the agenda, seconded by Mr. Shevock 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.

Mr. Salters noted that there were no critical positions to be considered; therefore, no further action was required.

Latest Estimate (LE) for Fiscal Year 2011 Budget

Mrs. Teresa Tieman, Senior City Administrator, advised members that the Latest Estimate was prepared prior to the February 17, 2011 meeting of the Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee. Therefore, she felt that it would not be appropriate to include the committee recommendations regarding police staffing and programs until acted on by Council during the Regular Council Meeting on February 28, 2011.

Mrs. Tieman informed members that the Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee recommended that two additional officers be sent to the spring police academy class, and that a one-time $40,000 Police Chief's Discretionary Fund be established, noting that these expenses can be covered by savings in this year's budget, as reflected in the Latest Estimate. She stated that no further adjustment would be necessary in the proposed police salary budget because the police academy class has been rescheduled for mid-April. Mrs. Tieman explained that, since the cost of four officers in a mid-April class is about the same as the budget for two officers in a February class, which was originally approved by City Council, no further adjustments will be needed to the Latest Estimate.

Mrs. Tieman stated that, if the City Council approves the recommendation of the Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee during the Regular Council Meeting on February 28, 2011, the Latest Estimate will be amended before the First Reading of the budget ordinances.

Mrs. Tieman reviewed a Presentation - Fiscal Year 2010-2011 Latest Estimate, February 2011 ***(Attachment #1)*** and noted that this presentation is to be viewed in conjunction with the Latest Estimate, Fiscal Year 2010-2011 Budget. Mrs. Tieman reminded members that the latest estimate factors in known changes since the budget was approved.

Referring to Page 5 of the Presentation, Mrs. Tieman informed members that the Transfer Tax revenue is projected at $750,000, which increases the total to approximately $1.4M. She stated that the $750,000 is due to recent large receipts, which were identified in the December Quarterly Revenue Report, and several others received since that time.

Mrs. Tieman stated that Trash Fees revenues have decreased $194,511, and explained that some of this decrease was expected because several out-of-City customers canceled trash service following the last fee increase; however, a reduction in expenses is also reflected.

Responding to Mr. Salters, Mrs. Tieman explained that the Parks and Recreation Silver Lake Watershed Coordinator is employed by the State of Delaware; however, the $51,000 grant pays for the City's portion of the expense.

In response to Mr. McGiffin, Mr. Anthony DePrima, City Manager, stated that the Tax Assessor legal expenses for tax appeals in the amount $88,000 resulted from having a tax attorney present during Tax Appeals and write new ordinances related to taxes, as well as costs associated with a recent law suit that has been settled.

Responding to Mr. Shevock, Mrs. Tieman explained that the reduced expense for landfill fees referenced on Page 8 of the Presentation is due to less tonnage which is probably due, in part, to recycling.

Mrs. Tieman clarified, in response to Mr. Shevock, that the fund balances are projected over the minimum as the result of departmental savings and enhanced revenue, particularly noting the Transfer Tax, which was approximately $750,000 more than anticipated.

Referring to Page 1 of the Latest Estimate, Fiscal Year 2010-2011 Budget, Mr. Ruane questioned if it would be fiscally allowable to utilize the excess Electric Fund balance funds to provide a Power Cost Adjustment (PCA) to customers. Responding to Mr. Ruane, Mr. DePrima indicated that staff feels comfortable, based on the Latest Estimate, that $1.4M would be available for a Power Cost Adjustment (PCA) credit, which could be layered in over a 15-month period, beginning April 1, 2011, so that it would remain in sync with the fiscal year.

Mrs. Tieman reviewed Estimated Savings from Proposed PCA Calculation, as of February 28, 2010 ***(Attachment #2)***.

In response to Mr. Hogan, Mrs. Tieman stated that the Proposed PCA Calculation suggests a credit in the amount of $.0043 from April 1 through June 30 and $.0015 beginning July 1 through June 30, 2012.

Mr. DePrima reminded members that, ultimately, Council has the authority to provide the PCA.

In response to Mr. Bonar, Mrs. Tieman stated that a First Reading would be held on March 14, 2011 and a Final Reading on March 28, 2011. She stated that the PCA would be effective with all bills billed on or after April 1, 2011.

Replying to Mr. Bonar, Mrs. Tieman clarified that the estimated savings for the average residential customers would equal approximately $12.90 for three months or $4.30 per month for three months.

Mr. McGiffin moved to accept the Latest Estimate (LE) for Fiscal Year 2011 Budget Report, seconded by Dr. Jones and unanimously carried.

Mr. McGiffin moved to recommend instituting a Power Cost Adjustment (PCA) to use $1.4M, applied over 15 months, effective with all bills billed on or after April 1, 2011, seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit

Mr. Scott Koenig, Public Services Manager/Director of Public Works, reviewed Proposed Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit and Amendments to Appendix F - Fees and Fines.

Mr. Koenig stated that the Delaware State Fire Prevention Regulations require periodic inspections, testing, and maintenance of fire alarm signaling, fire suppression, and any other fire protection systems, devices, and equipment installed within the State of Delaware, in accordance with the National Fire Protection Association's National Fire Codes and Standards.

Mr. Koenig advised members that, currently, Delaware State Fire Prevention Regulation 703, Chapter 9.1.1 requires that the Annual Certificate of Inspection and the appropriate fees be forwarded to the State Fire Marshal, with the exception of systems that are located in the jurisdiction of a Jurisdictional Assistant State Fire Marshal. He explained that, in those exceptions, the fees are paid to the appropriate Jurisdictional Assistant State Fire Marshal's office. Mr. Koenig stated that Dover, Newark, New Castle, and Wilmington are considered to have Jurisdictional Assistant State Fire Marshals; however, currently, only the City of Wilmington and the City of Newark require the fees to be paid to the municipality. The City of Dover and the City of New Castle do not require the fees.

Mr. Koenig explained that, in an effort to develop new revenue streams, staff proposes the implementation of the fees identified in the Delaware State Fire Prevention Regulations. He stated that Proposed Ordinance #2011-07 would allow the City to collect the fees and begin the additional monitoring associated with receiving the certificates. He informed members that, in the past, the City has received fees collected by the inspection agencies but, without the proper authority to collect these fees, has had to return them.

Mr. Koenig expressed his feeling that this would not be new to the community, noting that the inspection agencies are aware that these fees are required by State regulation.

Mr. Koenig stated that staff has estimated that the collection of these fees will generate approximately $50,000 per year in additional revenue. He also stated that, once the City begins receiving the certificates, staff will update the GIS systems and the monitoring systems to ensure that accurate records are kept.

Mr. Koenig stated that the proposed fees support the following Critical Success Factors identified in the Strategic Initiatives Section of the Fiscal Year 2010-2011 Annual Operating Budget: Citywide Safety and Cost and Revenue Efficiency.

Responding to Mr. Salters, Mr. David Truax, Fire Marshal, stated that the City does not do the annual inspection of any fixed fire protection, including sprinkler, fire alarm, hood suppression, or fire extinguisher. He explained that these inspections are performed by contractors licensed through the State Fire Marshal's Office. The City Fire Marshal's Office is notified of violations within the City of Dover and follows-up to ensure compliance or issues summonses as needed.

In response to Dr. Jones regarding the anticipation of increases in administrative costs associated with managing the new fees, Mr. Koenig stated that during the first year or two, there will be additional responsibilities with the collection of fees and ensuring that the City has all of the certificates in place. However, once the database is established, the intent is to utilize the GIS system; therefore, only maintenance would be required from that point forward. Mr. Koenig explained that, at this time, additional staff is not being requested.

Responding to Mr. Shevock, Mr. Koenig explained that the City will not be involved in any invoicing. He stated that the inspection agency will provide the City with a copy of the certificate and the insurances of inspection, as well as a check. The check will be processed and the information will either be entered into the database and the GIS system or only the database which will be imported into the GIS system. He informed members that all of the certificates will be kept on file and will be available to the Fire Marshal's Office, and possibly the Fire Department, through the GIS system.

Staff recommended adoption of Proposed Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permits and Amendments to Appendix F - Fees and Fines.

Mr. McGiffin moved to recommend adoption of Proposed Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permits and Amendments to Appendix F - Fees and Fines *(Attachment #3)*, seconded by Dr. Jones and unanimously carried.

Review of Hospitality and Civic Function Policy

Mayor Carleton E. Carey advised members that there are important functions offered by the Central Delaware Chamber of Commerce and Kent County Tourism that are currently not covered under the City's Hospitality and Civic Function Policy. He stated his feeling that these functions should be covered for Council Members to attend, and offered a list of examples, as follows:

1. The Kent County Tourism Annual Awards Dinner
2. The Central Delaware Chamber of Commerce Annual Awards Dinner
3. The Mayor's Annual Prayer Breakfast
4. The Governor's Annual Prayer Breakfast
5. Kent County Economic Summit

Mr. McGiffin requested that Mayor Carey provide members with the costs for each of the events listed.

Additionally, Mr. Salters requested that Mayor Carey provide the annual cost for members to attend these events.

Mr. McGiffin moved to defer the matter until the next committee meeting, seconded by Dr. Jones and unanimously carried.

By unanimous consent, the meeting adjourned at 6:56 p.m.

Respectfully submitted,

Reuben Salters
Acting Chairman

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Attachments

Attachment #1 - Presentation - Fiscal Year 2010-2011 Latest Estimate, February 2011
Attachment #2 - Estimated Savings from Proposed PCA Calculation, as of February 28, 2010
Attachment #3 - Ordinance #2011-07 Amending Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit and Amendments to Appendix F (Attached to Original Minutes and File Copy)

ATTACHMENT #1
LF&A Committee Meeting of 02/28/2011

FISCAL YEAR 2010-2011 LATEST ESTIMATE

February 2011

Please Note: This presentation is to be viewed in conjunction with the Fiscal Year 2010-2011 Latest Estimate

Introduction

- Latest Estimate of Fiscal Year 2010-2011 Budget
- Factors in known changes since budget approved
- Major changes include:
  - Increase to Transfer Tax
  - Decrease to Trash Fees Revenue
  - Revised Power Supply and Generation Expense and Sales
  - Changes in revenue per the December Revenue Report

Fund Balances

- General Fund – expected to exceed minimum
  - Equal to10.3 percent of revenue
  - $3.7 million
  - $829,245 projected over minimum
- Water Wastewater Fund
  - In aggregate projected to fall short $7,376 of minimum requirement
  - This is due to the deficit in KCSA of $1.8 million
  - Water equal to 35 percent of revenue or $1.7 million
  - Wastewater equal to 43 percent of revenue or $1.4 million

Fund Balances - continued

- Electric Fund – expected to exceed minimum
  - Equal to 11 percent of revenue
  - $11.2 million
  - $3.2 million projected over minimum

General Fund

- Revenue Highlights
- Going up:
  - Fines and Police Revenue - $57,387
  - Grass Cutting - $11,500
  - Franchise Fees - $34,000
  - Recreation Grant -$51,000
  - Homeland Security Grants, FEMA - $172,061 & Security and Safety - $16,000
  - Transfer Tax - $750,000
  - Civil Traffic Penalties - $70,000

General Fund

- Revenue Highlights
- Going down:
  - Investment Income - $108,000
  - Permits and Other Licenses - $42,000
  - Trash Fees - $194,511
  - Interfund Service Fees - $48,076
  - Police Grants - $58,350

General Fund

- Expenditure Highlights
  - Salary adjustments made to reflect actual & projected thru June expenditures
  - Tax Assessor legal expenses for tax appeals - $88,000
  - Parks & Recreation Silver Lake Watershed Coordinator - $51,000 grant expense
  - Life Safety, enhanced security - $16,000 grant expense
  - Code Enforcement increased temporary help (approved by Council) - $26,132 and increased grass cutting - $5,000

General Fund

- Expenditure Highlights - continued
  - Inspections expenditures for demolitions - $65,000
  - Streets expenditures associated with snow removal - $39,092
  - Sanitation increased salary and benefits for transferring position from Grounds - $10,281 (Grounds reduced by $23,668) and reduced expense for landfill fees - $59,786
  - City Manager Office salary - $6,743 and legal fees - $11,200
  - Information Technologies adjusted upward $13,802 to reflect accounting correction
  - Finance reduced - $22,000 to reflect contractual and materials and supplies savings

General Fund

- Expenditure Highlights - continued
  - Fleet Maintenance reduced $30,297 to reflect repair savings
  - Human Resources reduced $12,500 to reflect salary and consulting fee savings
  - Transfer to Contingency reimbursement of $172,061 for 2010 snow storms
  - Uncollectible reserve increased $100,000 based on auditor recommendations

Governmental Capital Projects Fund

- Revenue Highlights
  - Police grants increased for FBI grant - $20,000
- Expense Highlights
  - Reduced to reflect vehicle purchase savings:
    - Grounds - $17,158
    - Streets - $26,579
    - Sanitation - $33,656
    - Police - $12,352
- Police increased $20,000 - grant to refurbish assembly room
- Information Technologies reduced $5,000 - postponed server replacement
- Transfer to Community Transportation - $25,000 transferred to cover paving of Susan Place
- Current year balance increased $69,745

Water/Wastewater Fund

- Revenue Highlights
  - Interest earnings increased - $18,285
  - No other revenue was adjusted
- Expense Highlights
  - Salary adjustments made to reflect actual & projected thru June expenditures
  - Uncollectible reserve increased $71,000 based on auditor recommendations
  - Interfund Service Fees were adjusted down $140,756 to cover changes in allocation methods and adjustments to allocated divisions

Electric Revenue Fund

- Revenue Highlights
  - Based on new PACE volume projections
  - Direct Sales to customers increased $1.3 million
  - Purchase Power Adjustment credit increased $25,000
  - Utility Tax increased $100,200
  - Interfund Service Receipts decreased to cover changes in allocation methods and adjustments to allocated divisions
  - Interest earnings increased $44,600

Electric Revenue Fund

- Expense Highlights
  - Total Power Supply and Generation expenses increased $465,563
    - Based on new PACE volume projections
  - Salary adjustments made to reflect actual & projected thru June expenditures
  - Electric Administration, city building and HVAC maintenance, increased $54,750 for work at 5 East Reed Street
  - Utility tax increased $100,200 and reflects changes to sales based on PACE volume projections offset by revenue

Electric Revenue Fund

- Expense Highlights - continued
  - Uncollectible reserve increased $175,000 based on auditor recommendations
  - Interfund Service Fees were adjusted down $33,445 due to adjustments to allocated divisions
  - Debt service decrease $468,810 to reflect refinancing savings
  - Transfer to contingency returns the $301,070 removed from the reserve for the Ward Transformer

Electric Contingency Fund

- Transfer of $301,070 is returned from Electric Revenue Fund, funds not needed for Ward Transformer case settlement

Electric Improvement & Extension Fund

- Revenue and expense of $91,000 is added for state reimbursement project to realign Wyoming Mill Road

Community Transportation Improvement Fund

- Revenue and expense of $25,000 added for paving Susan Place

QUESTIONS /COMMENTS?

Estimated Savings from Proposed PCA Calculation

Refunding Additional $1.4 million over 15 months April 2010 - June 2011

as of February 28, 2010

	Current PCA	Proposed PCA April - June 2010	Additional Credit
	$ (0.00280)	$ (0.00430)	$ (0.00150)

	Monthly Average kWh	Estimated Annual kWh based on average	Using PCA of $.0043 credit: Estimated Savings Apr - June 2010	Using PCA of $.0043 credit: Estimated Annualized Savings
Residential	1,000	12,000	$ (12.90)	$ (51.60)
Small Commercial	1,190	14,280	$ (15.35)	$ (61.40)
Medium Commercial	4,168	50,016	$ (53.77)	$ (215.07)
Large Commercial	27,820	333,840	$ (358.88)	$ (1,435.51)
Primary	253,900	3,046,800	$ (3,275.31)	$ (13,101.24)
Industrial	5,628,404	67,540,848	$ (72,606.41)	$ (290,425.65)

Latest Estimate Calculations for Electric Revenue
As of 2/03/11

Purchase Power Forecast from PACE Document *Power Supply and Generation (ReSet Budget) January 31, 2011*

	Budget Fiscal Year	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget
Megawatts		Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11
Load Forecast	752,412	83,163	78,755	66,782	56,452	54,396	63,566	60,136	54,199	56,334	52,554	58,744	67,331

Calculation for the PCA Refunding $1.4 million over 15 months

	Megawatts
Total current year buget	752,412
April	52,554
May	58,744
June	67,331
15 Month Total estimated Megawts	931,041
kWh	931,041,000

	Dollars
kWh PCA for $1.4 m	$ 0.00150
Current PCA	$ 0.00280
Estimated PCA APR - JUN 10	$ 0.00430

NOTES

Line loss is not subtracted out of the load.
Last calculated line loss available equals 5.69%

Residential rate	$ 0.14500
Residential rate with new PCA	$ 0.14070
Based on 1000 kWh per month savings	$ 1.50
Based on 1000 kWh per year savings	$ 18.04

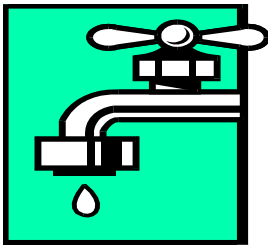
CITY OF DOVER

FINANCE DEPARTMENT

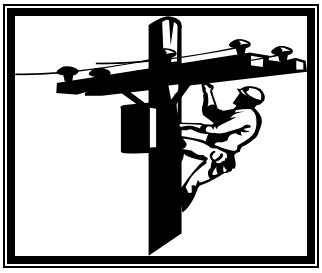
MONTHLY BUDGET REPORT

JANUARY 2011









PREPARED BY: FINANCE DEPARTMENT

PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE THREE MAJOR OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

City of Dover
Finance Department
Monthly Budget Report

January 2011

Strategic Objectives for Fiscal Year 2010 – 2011

1. Develop Days Sales Outstanding (DSO) monthly report to provide timely information on receivable collections.

2. Assist with implementation of inventory system for Electric Plant inventory.

3. Implementation and transition to an external service for time keeping and payroll.

4. Implement and transition to lockbox and remote deposit services for cash receipts.

ACTIVITY LEVELS

	FY10 YTD			FY11 YTD		
BANK TRENDS						
Number of Deposits Made	100,844,529			1,972		
Total Amount of All Deposits	$ 81,154,105			$ 90,472,388		
PAYROLL						
	Hours	%	Amount	Hours	%	Amount
Gross wages per registers	**592,741**	**100.0%**	**$ 12,918,528**	**560,429**	**100.0%**	**$ 12,591,416**
Wages and Hours Worked						
Regular	477,239	80.5%	$ 10,036,310	465,559	83.1%	$ 9,951,667
All over time	21,987	3.7%	$ 881,044	22,049	3.9%	$ 905,834
Other Paid or Unpaid Wages and Hours						
Vacation	37,624	6.3%	$ 976,551	36,500	6.5%	$ 928,775
Sick	11,962	2.0%	$ 268,579	11,200	2.0%	$ 257,354
Furlough	13,749	2.3%	$ -	1,506	0.3%	$ -
Terminal Leave - Retiree Vacation/Sick Payout	13,536	2.3%	$ 416,659	3,220	0.6%	$ 91,298
Comp Time (Police)	3,588	0.6%	$ 109,416	4,406	0.8%	$ 139,481
Personal	927	0.2%	$ 24,767	785	0.1%	$ 22,076
Leave Without Pay	3,131	0.5%	$ -	2,399	0.4%	$ -
Other (description below)	8,999	1.5%	$ 205,201	12,807	2.3%	$ 294,931

Other includes: pay adjustments, military differential pay, committee meetings, worker compensation tracking/adjustments, etc.

Other Activity		
Number of Pay Periods	16	16
Number of Payroll Checks Issued	6,970	6,555
Number of Pension Checks Issued	1,601	1,619
Total Pension Benefits Paid - Defined Benefit Plan	$ 2,519,363	$ 2,646,116

ACCOUNTS PAYABLE		
Number of Check Vouchers	4,317	3,781
Number of EFT Vouchers	998	1,207
Vouchers Dollar Amount Disbursed	$ 68,132,299	$ 58,215,528

City of Dover
Finance Department
Monthly Report – January 2011

General Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance	$ 2,277,575	$ 2,654,528	$ 2,655,562	$ (1,034)	100.0%
Revenues					
Court of Chancery Fees	645,000	645,000	359,200	285,800	55.7%
Fines & Police Revenues	881,502	881,502	577,505	303,997	65.5%
Franchise Fees	486,000	486,000	136,380	349,620	28.1%
Grants	831,850	831,850	158,613	673,237	19.1%
Intrafund Services	4,347,834	4,347,834	2,313,378	2,034,456	53.2%
Library & Recreation Revenues	665,689	665,689	299,988	365,701	45.1%
Licenses & Permits	2,457,675	2,457,675	1,951,597	506,078	79.4%
Property Taxes (Includes BID Revenue) (1)	11,035,326	11,035,326	10,853,694	181,632	98.4%
Sanitation Revenues	2,387,511	2,387,511	1,340,807	1,046,704	56.2%
Other Miscellaneous Revenues	365,250	365,250	125,544	239,706	34.4%
Transfers-In from Special Funds & Utilities					
Civil Traffic Penalties	930,000	930,000	540,618	389,382	58.1%
Municipal Street Aid Fund	526,843	526,843	263,776	263,067	50.1%
Transfer Taxes	1,000,000	650,000	1,057,692	(407,692)	162.7%
Electric Fund	8,856,000	8,856,000	6,628,000	2,228,000	74.8%
Total Revenues	35,416,480	35,066,480	26,606,792	8,459,688	75.9%
Total Beginning Balance & Revenues	**$ 37,694,055**	**$ 37,721,008**	**$ 29,262,354**	**$ 8,458,654**	77.6%
Expenditures					
City Clerk & Council	$ 418,172	$ 418,172	$ 212,695	$ 205,477	50.9%
Mayor, City Manager & Human Resources	1,008,803	1,008,803	598,028	410,775	59.3%
Police & Police Extra Duty	12,907,889	12,907,889	7,277,349	5,630,540	56.4%
Public Services	4,574,682	4,574,682	2,461,682	2,113,000	53.8%
Central Services	2,422,663	2,422,663	1,294,182	1,128,481	53.4%
Planning & Inspections	1,943,804	1,943,804	1,119,701	824,103	57.6%
Finance, Info Tech & Customer Services	2,444,787	2,444,787	1,382,745	1,062,042	56.6%
Library & Recreation	1,904,696	1,904,696	1,027,409	877,287	53.9%
Fire Department	709,862	709,862	423,438	286,424	59.7%
Assessor	197,249	197,249	106,415	90,834	53.9%
Insurance	600,000	600,000	285,757	314,243	47.6%
OPEB - Retiree's Health Care Contribution	1,297,509	1,297,509	973,129	324,380	75.0%
Police Pension Trust Contribution - State Grant	620,000	620,000	90,000	530,000	14.5%
Appropriation to Pension Fund	1,090,000	1,090,000	841,250	248,750	77.2%
Street Lights	985,000	985,000	560,902	424,098	56.9%
Debt Service	331,800	331,800	330,850	950	99.7%
Transfer to CDBG	6,000	6,000	-	6,000	0.0%
Provision for Uncollectible	10,000	10,000	10,000	-	100.0%
Transfers Out					
Capital Projects Fund	1,307,839	1,307,839	1,307,839	-	100.0%
Total Expenditures	34,780,755	34,780,755	20,303,371	14,477,384	58.4%
Budget Balance - Working Capital	2,913,300	2,940,253	-	2,940,253	0.0%
Total Budget Balance & Expenditures	**$ 37,694,055**	**$ 37,721,008**	**$ 20,303,371**	**$ 17,417,637**	53.8%
Reserve Balances					
Contingency	$ 417,971	$ 553,493	$ 537,603		

(1) Property Taxes are the taxes billed and not cash received. The outstanding receivable balance as of 1/31/11 is $642,188 as compared to $ 456,779 in January 2010.

City of Dover
Finance Department
Monthly Report – January 2011

Water/Wastewater Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance - Water	$ 943,545	$ 1,236,193	$ 1,236,546	$ (353)	100.0%
Beginning Balance - Wastewater	$ 585,053	$ 902,719	$ 902,366	$ 353	100.0%
Beginning Balance - Kent County Treatment	$ (1,632,876)	$ (1,872,081)	$ (1,872,081)	$ -	100.0%
Revenues					
Water Fees	4,206,700	4,206,700	3,102,575	1,104,125	73.8%
Wastewater Fees	3,308,300	3,308,300	2,221,670	1,086,630	67.2%
Kent County Treatment Fees	4,275,600	2,925,600	1,849,043	1,076,557	63.2%
Ground Water Adjusment Fees	-	1,350,000	706,222	643,778	52.3%
Water Tank Leases	71,000	71,000	48,457	22,543	68.2%
Miscellaneous	300,915	300,915	190,425	110,490	63.3%
Impact Fees - Water	357,000	357,000	145,717	211,283	40.8%
Impact Fees - Wastewater	323,000	323,000	130,308	192,692	40.3%
Total Revenues	12,842,515	12,842,515	8,394,417	4,448,098	65.4%
Total Beginning Balance & Revenues	**$ 12,738,237**	**$ 13,109,346**	**$ 8,661,248**	**$ 4,448,098**	66.1%
Expenses					
Water/Wastewater Operating Divisions					
Engineering & Inspection	$ 642,878	$ 642,878	$ 279,735	$ 363,143	43.5%
Water	412,588	412,588	214,275	198,313	51.9%
Water Treatment Plant	1,499,857	1,499,857	836,025	663,832	55.7%
Wastewater	969,762	969,762	498,638	471,124	51.4%
Construction & Inspection	392,561	392,561	232,570	159,991	59.2%
Kent County Treatment Fees	4,235,403	4,235,403	2,041,907	2,193,496	48.2%
Intrafund Services	1,272,331	1,272,331	616,240	656,091	48.4%
OPEB - Retiree's Health Care Contribution	177,427	177,427	133,068	44,359	75.0%
Pension Trust Contribution - Unfunded liability	372,000	372,000	279,000	93,000	75.0%
Debt Service	562,601	562,601	198,554	364,047	35.3%
Transfers Out					
Water I & E Fund	500,000	500,000	500,000	-	100.0%
Wastewater I & E Fund	500,000	500,000	500,000	-	100.0%
Capital Asset Reserve - Water	100,000	100,000	-	100,000	0.0%
Capital Asset Reserve - Wastewater	100,000	100,000	-	100,000	0.0%
Impact Fee Reserve - Water	110,597	110,597	-	110,597	0.0%
Impact Fee Reserve - Wastewater	6,802	6,802	-	6,802	0.0%
Total Expenses	11,854,807	11,854,807	6,330,012	5,524,795	53.4%
Budget Balances					
Budget Balance - Working Capital - Water	1,348,501	1,641,149	-	1,641,149	0.0%
Budget Balance - Working Capital - Wastewater	1,127,608	1,445,274	-	1,445,274	0.0%
Budget Balance-Working Capital - Kent County Treatment	(1,592,679)	(1,831,884)	-	(1,831,884)	0.0%
Total Budget Balances	883,430	1,254,539	-	1,254,539	0.0%
Total Budget Balances & Expenses	**$ 12,738,237**	**$ 13,109,346**	**$ 6,330,012**	**$ 6,779,334**	48.3%
Reserve Balances					
Contingency-Water	$ 126,607	$ 125,991	$ 123,921		
Contingency-Wastewater	$ 141,575	$ 140,887	$ 138,669		
Impact Fee Reserve - Sewer	NO BUDGET	NO BUDGET	$ 3,887,238		
Impact Fee Reserve - Water	NO BUDGET	NO BUDGET	$ 246,737		
Bond Coverage Ratio (Covenant 1.20)	4.76	4.79	10.01		

City of Dover
Finance Department
Monthly Report – January 2011

Electric Revenue Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance	$ 12,086,275	$ 13,537,864	$ 13,537,864	$ -	100.0%
Revenues					
Sales to Customers	96,595,300	96,595,300	61,555,684	35,039,616	63.7%
Purchased Power Adjustment - Credit	(2,000,000)	(2,000,000)	(1,245,017)	(754,983)	62.3%
Utility Tax	1,864,800	1,864,800	1,189,442	675,358	63.8%
Weyandt Hall Rents	186,816	186,816	109,179	77,637	58.4%
Miscellaneous Revenues	1,085,500	1,085,500	697,791	387,709	64.3%
Intrafund Service Receipts Water/Wastewater	299,442	299,442	97,203	202,239	32.5%
Total Revenues	98,031,858	98,031,858	62,404,282	35,627,576	63.7%
Total Beginning Balance & Revenues	**$ 110,118,133**	**$ 111,569,722**	**$ 75,942,146**	**$ 35,627,576**	68.1%
Expenses					
Power Supply & Generation					
Power Supply	$ 48,059,699	$ 48,059,699	$ 29,261,474	$ 18,798,225	60.9%
Power Supply Management/Incentive	2,280,000	2,280,000	1,383,466	896,534	60.7%
Capacity Charges	11,618,223	11,618,223	7,479,979	4,138,244	64.4%
PJM Charges - Load	11,850,876	11,850,876	9,594,543	2,256,333	81.0%
Total Power Supply	73,808,798	73,808,798	47,719,462	26,089,336	64.7%
Plant Operations	5,694,315	5,694,315	3,447,624	2,246,691	60.5%
Generation Fuels	297,820	297,820	3,251,549	(2,953,729)	1091.8%
Capacity Credits	(11,488,785)	(11,488,785)	(6,953,014)	(4,535,771)	60.5%
PJM Credits	(720,797)	(720,797)	(5,595,516)	4,874,719	776.3%
Total Generation	(6,217,447)	(6,217,447)	(5,849,357)	(368,090)	94.1%
Total Power Supply & Plant	67,591,351	67,591,351	41,870,105	25,721,246	61.9%
Electric Operating Divisions:					
Transmission/Distribution	3,206,515	3,206,515	1,702,924	1,503,591	53.1%
Electrical Engineering	1,842,903	1,842,903	695,003	1,147,900	37.7%
Administration	609,169	609,169	679,596	(70,427)	111.6%
Meter Reading	222,908	222,908	115,969	106,939	52.0%
Systems Operations	518,053	518,053	274,676	243,377	53.0%
Intrafund Services	3,374,945	3,374,945	1,794,342	1,580,603	53.2%
Utility Tax	1,864,800	1,864,800	1,189,442	675,358	63.8%
Interest on Deposits	54,500	54,500	15,452	39,048	28.4%
OPEB - Retirees Health Care Contribution	639,110	639,110	479,337	159,773	75.0%
OPEB Trust Contribution	1,200,000	1,200,000	1,200,000	-	100.0%
Pension Trust Contribution - Unfunded liability	833,000	833,000	624,750	208,250	75.0%
Green Energy Payment to DEMEC	128,600	128,600	84,680	43,920	65.8%
Accounts Receivable Write-Offs	135,000	135,000	135,000	-	100.0%
Inventory Write-Offs	175,000	175,000	175,000	-	100.0%
Pike Engineering	-	-	80,332	(80,332)	0.0%
Debt Service	4,058,700	4,058,700	1,353,901	2,704,799	33.4%
Transfers Out:					
General Fund	8,856,000	8,856,000	6,628,000	2,228,000	74.8%
Electric Improvement & Extension Fund	3,500,000	3,500,000	875,000	2,625,000	25.0%
Depreciation Reserve	1,250,000	1,250,000	1,250,000	-	100.0%
Rate Stabilization Reserve	1,300,000	1,300,000	1,300,000	-	100.0%
Total Expenses	101,360,554	101,360,554	62,523,509	38,837,045	61.7%
Budget Balance - Working Capital	8,757,579	10,209,168	-	10,209,168	0.0%
Total Budget Balance & Expenses	**$ 110,118,133**	**$ 111,569,722**	**$ 62,523,509**	**$ 49,046,213**	56.0%
Reserve Balances					
Contingency Reserve	$ 1,071,054	$ 1,071,054	$ 1,052,728		
Insurance Reserve	$ 408,503	$ 408,503	$ 401,921		
Rate Stabilization Reserve	$ 6,171,027	$ 6,171,027	$ 6,139,256		
Bond Coverage Ratio (Covenant 1.25)	1.51	1.57	1.90		
Megawatt Hours Sold & Purchased					
Sales to Customers MWh (excluding Street Light MWh)	707,536	707,536	453,940		
Sales per MWh	$ 136.524	$ 139.159	$ 135.603		
Purchased/Generated MWh	738,215	738,215	467,576		
All In MWh Supply & Generation	$ 91.561	$ 91.561	$ 89.547		

City of Dover
Finance Department
Monthly Report – January 2011

General Capital Project Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance - Projects	$ 65,479	$ 227,592	$ 227,592	$ -	100.0%
Beginning Balance - Library	$ -	$ 34,583	$ 34,583	$ -	100.0%
Revenues					
Transfer from General Fund for Projects	1,307,839	1,307,839	1,307,839	-	100.0%
State Grant - Library	3,343,520	4,232,348	543,175	3,689,173	12.8%
Police Grant	18,000	18,000	-	18,000	0.0%
Miscellaneous Receipts	-	-	5,130	(5,130)	0.0%
Library Bond Issue/Contributions	1,000,000	1,000,000	30,000	970,000	3.0%
Transfer from Library Reserve	2,343,519	2,363,732	-	2,363,732	0.0%
Transfer from Parkland Reserve	-	36,872	28,629	8,243	77.6%
Transfer from Capital Asset Reserve	140,000	-	-	-	0.0%
Interest Earnings	10,900	10,900	2,444	8,456	22.4%
Income from Sale of Assets	-	-	12,446	(12,446)	0.0%
Total Revenues	8,163,778	8,969,691	1,929,663	7,040,028	21.5%
Total Beginning Balance & Revenue	**$ 8,229,257**	**$ 9,231,866**	**$ 2,191,838**	**$ 7,040,028**	23.7%
Expenditures					
Fire	$ 288,210	$ 223,700	$ 223,435	$ 265	99.9%
Grounds Maintenance	63,675	63,675	46,067	17,608	72.3%
Library	6,687,039	7,630,663	619,891	7,010,772	8.1%
Recreation	45,000	81,872	38,453	43,419	47.0%
Police	282,380	335,880	226,325	109,555	67.4%
Streets	481,055	481,055	345,759	135,296	71.9%
Sanitation	246,075	246,075	212,369	33,706	86.3%
Information Technology	12,000	12,000	6,680	5,320	55.7%
Mayor	31,500	31,500	-	31,500	0.0%
Total Expenditures	8,136,934	9,106,420	1,718,979	7,387,441	18.9%
Budget Balance - Projects	92,323	125,446	-	125,446	0.0%
Total Budget Balance & Expenditures	**$ 8,229,257**	**$ 9,231,866**	**$ 1,718,979**	**$ 7,512,887**	18.6%
Reserve Balances					
Capital Asset Replacement Reserve	$ 116,465	$ 256,645	$ 252,532		
Library Reserve	$ 1,243,686	$ 3,581,311	$ 3,246,934		
Parkland/Recreation	$ 185,045	$ 228,394	$ 195,982		

City of Dover
Finance Department
Monthly Report – January 2011

Water/Wastewater Improvement & Extension Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance - Water	$ 743,431	$ 1,590,874	$ 1,590,874	$ -	100.0%
Beginning Balance - Wastewater	$ 257,168	$ (45,665)	$ (45,665)	$ -	100.0%
Beginning Balance - Bond Proceeds - Wastewater	$ 286,500	$ -	$ -	$ -	0.0%
Revenues					
Bond Issue Proceeds Series 2010	3,016,200	3,016,200	-	3,016,200	0.0%
Income from Sale of Assets	-	-	17	(17)	0.0%
Interest Earned	-	-	21,342	(21,342)	0.0%
State Loan-Water	-	2,404,017	65,770	2,338,247	2.7%
State Loan-Wastewater	-	5,597,956	2,042,107	3,555,849	36.5%
Transfer from Water Operating Fund for Water	500,000	500,000	500,000	-	100.0%
Department of Energy Grant	-	45,248	-	45,248	0.0%
Transfer from Wastewater Operating Fund for Wastewater	500,000	500,000	500,000	-	100.0%
Transfer from Impact Fee Reserve - Wastewater	242,040	758,821	-	758,821	0.0%
Total Revenues	4,258,240	12,822,242	3,129,236	9,693,006	24.4%
Total Beginning Balance & Revenues	**$ 5,545,339**	**$ 14,367,451**	**$ 4,674,445**	**$ 9,693,006**	32.5%
Expenses					
Water	$ 620,000	$ 3,605,055	$ 437,598	$ 3,167,457	12.1%
Wastewater	1,560,700	7,075,994	2,064,492	5,011,502	29.2%
Total Expenses	2,180,700	10,681,049	2,502,090	8,178,959	23.4%
Budget Bal-Working Capital - Wastewater Bond Proceeds	2,153,140	2,153,140	-	2,153,140	0.0%
Budget Balance - Working Capital - Water	623,431	889,836	-	889,836	0.0%
Budget Balance - Working Capital - Wastewater	588,068	643,426	-	643,426	0.0%
Total Budget Balances	3,364,639	3,686,402	-	3,686,402	0.0%
Total Budget Balances & Expenses	**$ 5,545,339**	**$ 14,367,451**	**$ 2,502,090**	**$ 11,865,361**	17.4%
Reserve Balances					
Capital Asset Replacement - Water	$ 319,003	$ 318,113	$ 314,588		
Capital Asset Replacement - Wastewater	$ 168,767	$ 168,476	$ 167,377		

City of Dover
Finance Department
Monthly Report – January 2011

Electric Improvement & Extension Fund Summary

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance	$ 1,688,861	$ 3,429,624	$ 3,429,624	$ -	100.0%
Beginning Balance Bond	$ -	$ 415,585	$ 415,585	$ -	100.0%
Revenues					
Interest Earnings	40,700	40,700	9,495	31,205	23.3%
Transfer from Electric Revenue Fund	3,500,000	3,500,000	875,000	2,625,000	25.0%
Insurance Claim Proceeds	-	280,000	265,643	14,357	94.9%
Department of Energy Grant	-	135,152	137,117	(1,965)	101.5%
Income from Sale of Assets	-	-	3,785	(3,785)	0.0%
State Reimbursement for Governor's Ave	-	254,757	-	254,757	0.0%
Total Revenues	3,540,700	4,210,609	1,291,040	2,919,569	30.7%
Total Beginning Balance & Revenues	**$ 5,229,561**	**$ 8,055,818**	**$ 5,136,249**	**$ 2,919,569**	63.8%
Expenses					
Power Plant	$ 1,480,068	$ 2,156,740	$ 1,479,498	$ 677,242	68.6%
Transmission/Distribution	739,000	739,000	296,631	442,369	40.1%
Electrical Engineering	1,390,429	1,598,982	831,664	767,318	52.0%
Transfer to Depreciation Reserve	-	1,000,000	1,000,000	-	100.0%
Total Expenses	3,609,497	5,494,722	3,607,793	1,886,929	65.7%
Budget Balance - Working Capital	1,620,064	2,561,096	-	2,561,096	0.0%
Total Budget Balance & Expenses	**$ 5,229,561**	**$ 8,055,818**	**$ 3,607,793**	**$ 4,448,025**	44.8%
Reserve Balances					
Depreciation Reserve	$ 9,572,390	$ 10,513,555	$ 10,380,159		
Future Capacity Reserve	$ 9,294,563	$ 9,294,627	$ 9,146,594		

City of Dover
Finance Department
Monthly Report – January 2011

Community Transportation Improvement Fund

	Budget	Revised Budget	YTD	Balance	58% of Budget
Beginning Balance	$ 100,913	$ 100,913	$ 309,851	$ (208,938)	307.0%
Revenues					
Grants Revenue	1,000,000	1,000,000	207,496	792,504	20.7%
Transfer from General Fund	300,000	300,000	300,000	-	100.0%
Interest Earned	2,800	2,800	238	2,562	8.5%
Total Revenues	1,302,800	1,302,800	507,734	795,066	39.0%
Total Beginning Balance & Revenues	**$ 1,403,713**	**$ 1,403,713**	**$ 817,585**	**$ 586,128**	58.2%
Expenses					
Program Expenses - Grant related	$ 1,000,000	$ 1,000,000	$ 481,116	$ 518,884	48.1%
Program Expenses - City appropriated	300,000	300,000	175,926	124,074	58.6%
Total Expenses	1,300,000	1,300,000	657,042	642,958	50.5%
Budget Balance - Working Capital	103,713	103,713	-	103,713	0.0%
Total Budget Balances & Expenses	**$ 1,403,713**	**$ 1,403,713**	**$ 657,042**	**$ 746,671**	46.8%

CITY OF DOVER
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN UNRESERVED FUND
PERIOD ENDED JANUARY 31, 2010

	POLICE GRANTS	LIBRARY GRANTS	CDBG/NSP HOUSING GRANTS	GIRLS CIRCLE & GAMES GRANT OF DOVER	SUBSTANCE ABUSE PREV. GRANT	TOTALS
REVENUES:						
State Grants received	$ 67,939	$ -	$ -	$ -	$ 29,048	$ 96,987
Federal Grants received	123,557	124,498	666,454	8,551	-	923,060
Recreation revenue	-	-	-	-	4,785	4,785
Miscellaneous revenue	(5,130)	-	-	-	-	(5,130)
Investment income (loss)	349	-	-	-	-	349
TOTAL REVENUES	$ 186,715	$124,498	$ 666,454	$ 8,551	$ 33,833	$1,020,051
EXPENDITURES:						
Program expenditures	$ 100,685	$ 85,983	$ 379,324	$ 8,551	$ 85,263	$ 659,806
TOTAL EXPENDITURES	$ 100,685	$ 85,983	$ 379,324	$ 8,551	$ 85,263	$ 659,806
Excess (deficiency) of revenues over expenditures	$ 86,030	$ 38,515	$ 287,130	$ -	$ (51,430)	$ 360,245
Other financing sources (uses): Operating transfers-out	(40,680)	-	(136,557)	-	-	(177,237)
Excess (deficiency) of revenues and other financing sources over expenditures & other uses	$ 45,350	$ 38,515	$ 150,573	$ -	$ (51,430)	$ 183,008
UNRESERVED FUND BALANCE AT BEGINNING OF YEAR	$ 315,736	$ 35,505	$ 61,672	$ -	$ 10,710	$ 423,623
UNRESERVED FUND BALANCE AT END OF YEAR	$ 361,086	$ 74,020	$ 212,245	$ -	$ (40,720)	$ 606,631

Notes:
Substance Abuse Prevention Grant: Negative Fund Balance is due to timing, the revenues are on a reimbursement basis.

Dover Police Department

Monthly Report
To
Mayor & City Council

"To Protect and Serve"

January 2011

DEPARTMENT OF POLICE

James E. Hosfelt, Jr.
Chief of Police
F.B.I.N.A.

400 South Queen Street
Dover, Delaware 19904
302/736-7111
Fax 302/672-1842

February 11, 2011

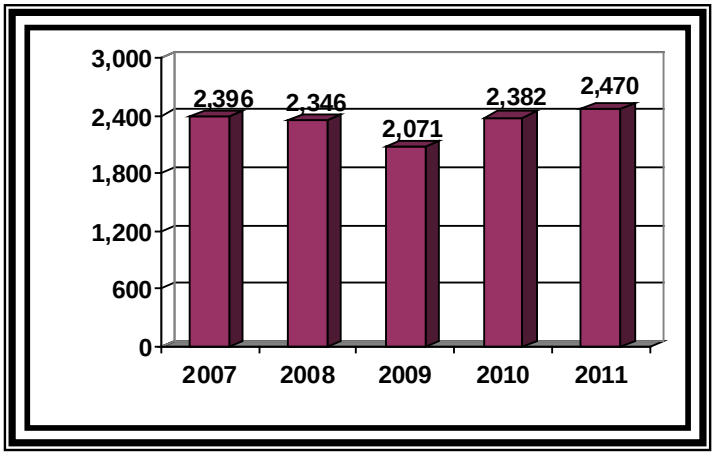
Honorable Carleton E. Carey, Sr., Mayor
Members of Dover City Council
City Hall
Dover, DE 19901

Mayor Carey and Council Members:

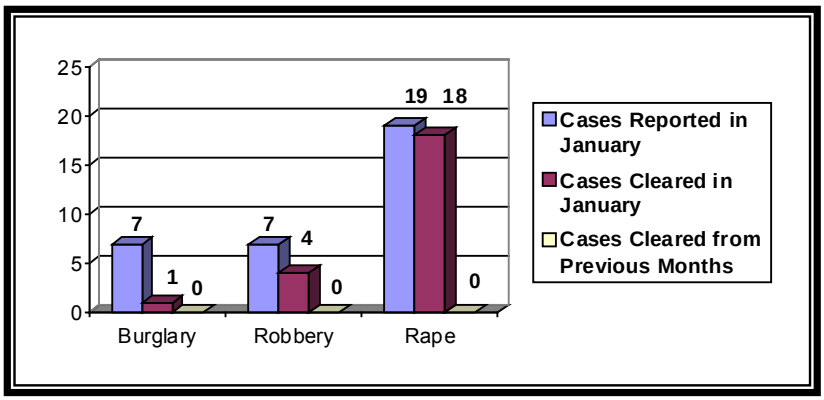
The following is the report on Police Department activities for the month of January 2011:

COMPLAINTS

Total complaints received through January 31st numbered 2,470. This is an increase of 88 complaints over the same time period for last year.



CRIMINAL INVESTIGATIONS

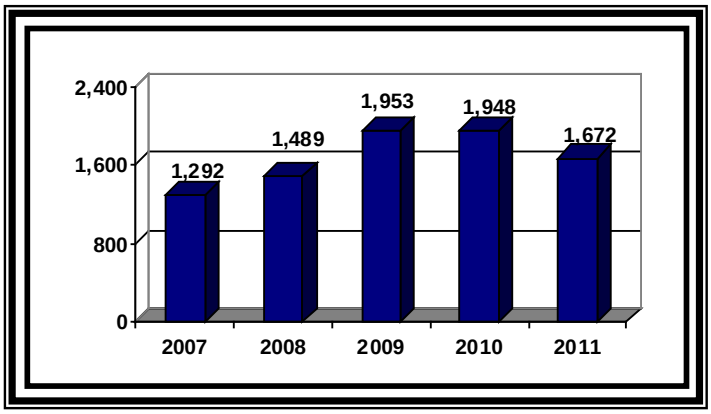


QUALITY OF LIFE TASK SECTION

ENFORCEMENT ACTION	ARRESTS
ABANDONED VEHICLES	0
ALCOHOL VIOLATIONS/DUI'S	6
ASSIST OTHER	0
WARRANTS ON FILE	1
BIKE ON SIDEWALK	0
CITY PARK VIOLATIONS	0
CRIMINAL ARRESTS	76
DRUG RELATED ARRESTS	11
LOUD MUSIC	2
MISCELLANEOUS VIOLATIONS	2
PARKING VIOLATIONS	8
PEDDLER	0
MEETINGS	36
PROSTITUTION	0
COLLECTION OF DELINQUENT DCO'S	0
WANTED CHECKS/CPC'S	17
TRAFFIC ARRESTS	61
WARNINGS	37
FUGITIVE	13
TOTAL ARRESTS	270

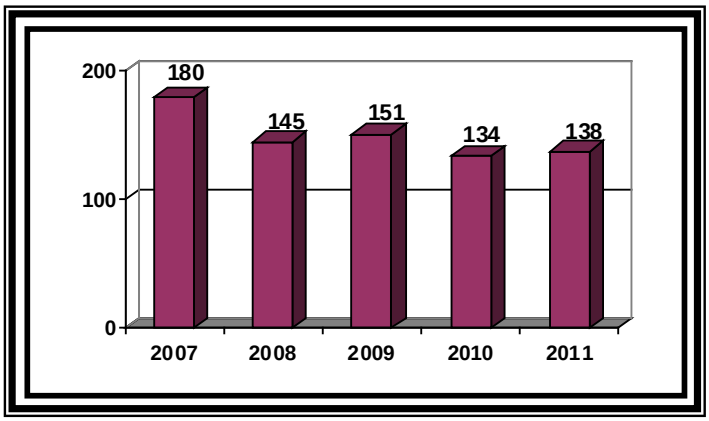
TRAFFIC ARRESTS

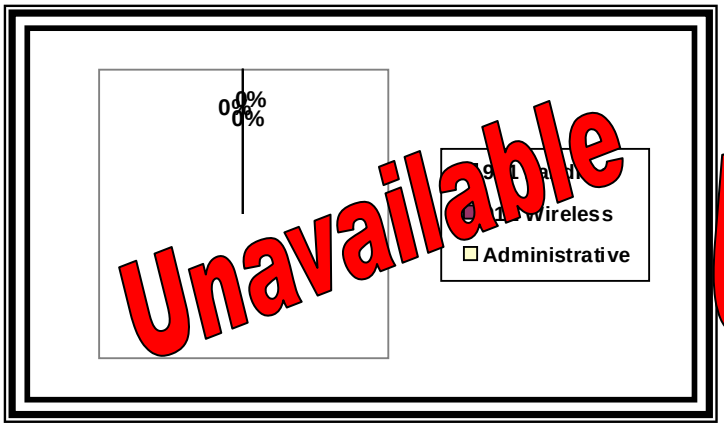
The department issued 1,672 traffic citations through this reporting period. This is a decrease of 276 citations over the number issued during the same period last year.



TRAFFIC CRASHES

Through January 31st, Dover Police investigated 138 traffic crashes. This is an increase of 4 accidents investigated during the same period last year.





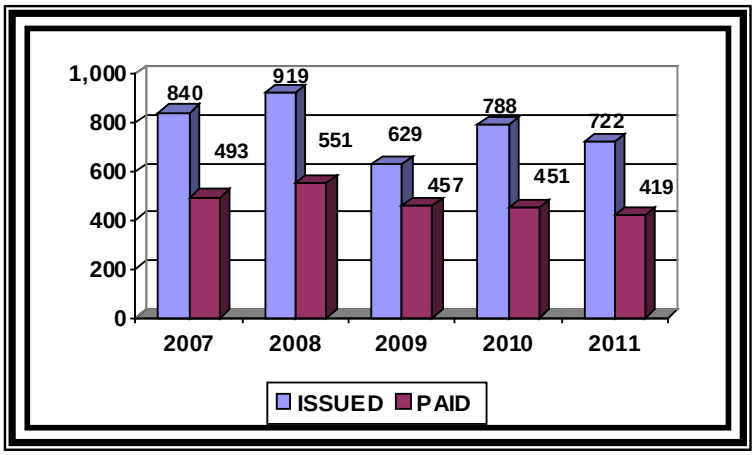
911 CENTER

During the month of January*, our 911 Center handled a total of 7,715 calls, averaging [illegible] calls per day. Dispatch [illegible] 3 [illegible] on 911 [illegible] were [illegible] average [illegible] per day [illegible] 9 calls [illegible] average [illegible] per day.

Unavailable

CITY ORDINANCE SUMMONS

Through January 31st, we issued 722 city ordinance summons, a decrease of 66 summons over January of last year. *Note: of those summonses issued in January, 37 were issued for handicapped parking violations, 22 for fire lane parking violations, 25 for false alarms (16 for 3-5 alarms, 13 for 6-9 alarms, 4 for 10-15 alarms, and 5 for 16 or more alarms) and 9 for noise violations (6 for vehicle violations and 3 for residence violations).



Listed below are the major crimes and activities that occurred during the month of January:

- On Tuesday January 4, 2011, a subject attempted to snatch a victim's purse off of her shoulder as she was getting into her vehicle. She was able to get into her car but was struck several times by the subject before managing to get away and notify police. A short time later, the subject was observed and fled on foot from officers but was apprehended.

- On January 5, 2011, a 49 year old male victim reported that he was robbed at knifepoint in his bedroom by two subjects, who then fled in a vehicle operated by a third subject. Dover Officers observed this vehicle and all three were apprehended. One of the subjects was found to be in possession of a folding knife and the victim's money. They were also found to be in possession of 28.6 grams of marijuana and drug paraphernalia.

- On Saturday, January 8, 2011, three unidentified black males, two of whom were wearing stockings over their heads, were hiding at the rear of the China King restaurant when an employee exited the business. The subjects then assaulted the employee and forced their way into the business. One of the subjects was armed with a knife and demanded money. All three subjects fled after receiving US Currency from the cash register.

- Detectives are currently investigating a burglary at a business located in the Hamlet Shopping Center. The burglary occurred on Monday, January 10, 2011. The subject entered the business after breaking the front window with a liquor bottle. Once inside the subject removed misc cigarettes, cigars and an electronic device. A witness reported the crime after seeing a young black male subject exiting the business and fleeing on a bicycle. There was a second black male on a bicycle in the area who was a possible lookout.

- On Friday January 14, 2011, two subjects entered the victim's residence via an unsecured front door. The subjects were armed with a black pellet hand gun, a Maglite flashlight, and both subjects were wearing ski masks. Once inside the residence both subjects entered the victim's bedroom where the victim was struck in the head multiple times with the flashlight causing several severe lacerations to the victim's scalp and forehead. The defendants then removed an undisclosed amount of United States Currency and a safe box containing various prescription medications. The victim was able to flee the bedroom and call 911 as the subjects exited the residence by breaking out a bedroom window.

Major crimes and activities that occurred during the month of January continued:

- On Sunday January 16, 2011, four unknown black male subjects entered a local restaurant through the rear entrance/exit as employees were attempting to close. All of the subjects were wearing various disguises and dark clothing. One of the subjects was armed with a handgun; a second subject was armed with a knife. The subjects then made the employees lie on the floor as they forced entry into the office of the business where they removed an undisclosed amount of United States Currency.

- On January 19, 2010, a victim was approached by three black males while standing outside of his room at a local hotel. One of the subjects produced a handgun and demanded money. All three fled on foot after obtaining victim's wallet and Nextel Flip phone.

- On January 19, 2011, Detectives arrested a subject and charged him with 8 counts of Rape in the 4th Degree and other charges after investigation revealed that he had an ongoing relationship with a 16 year old female Dover High School student. The subject was an instructor of string instruments at both Dover High School and William Henry Middle School.

- On January 22, 2011, Detectives investigated a burglary at a residence on Gordon Place. The owner had been away for a several days during which the residence was burglarized. The resident returned home to find damage to a door where someone entered and while inside removed valuables.

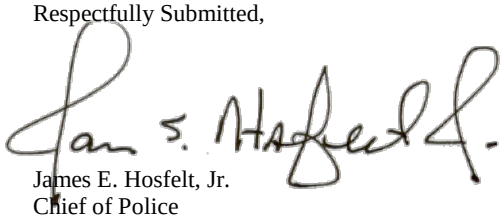
- On January 22, 2011 the Dover Officers arrested two subjects after conducting a traffic stop on North DuPont Highway. Officers located a loaded Taurus 9 mm handgun, 4 hydromorophone pills, and 2.1 grams of marijuana. The handgun was determined to be stolen.

- On January 25, 2010, Dover Officers responded to Carolyn Court in Persimmon Park Place for a report of shots fired. Upon the officers arrival all parties involved had left the scene. A short time later, a 19 year old Dover man responded to the BayHealth Emergency Room with a gunshot wound to his upper back. The victim refused to cooperate with investigators and was treated and released from the hospital.

- On January 28, 2011, Detectives began investigating a complaint of child abuse that occurred at a residence on Walker Road. Investigation revealed that a child was sexually assaulted by a subject. These assaults occurred between August 2009 and August 2010. The subject fled to Philadelphia, PA but turned himself in to the Philadelphia Police Department the day after he fled.

- On January 28, 2011, Detectives investigated a burglary to a residence in the 800 block of Sunset Terrace. The unknown subject entered the residence by breaking a rear sliding glass door. Once inside the subject removed miscellaneous jewelry and prescription medication.

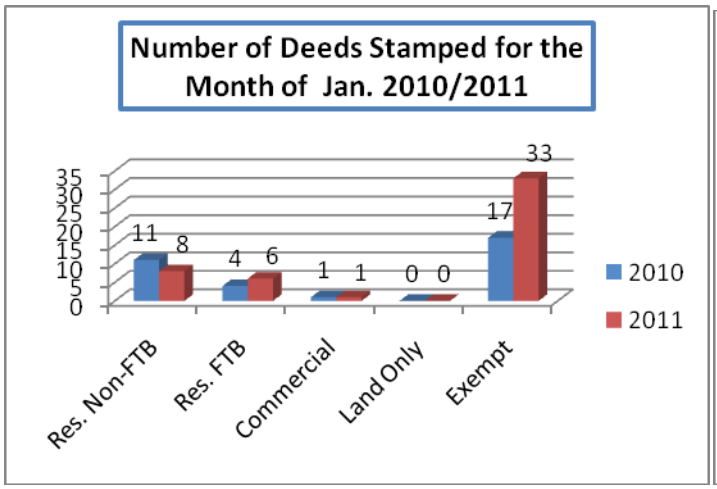
Respectfully Submitted,

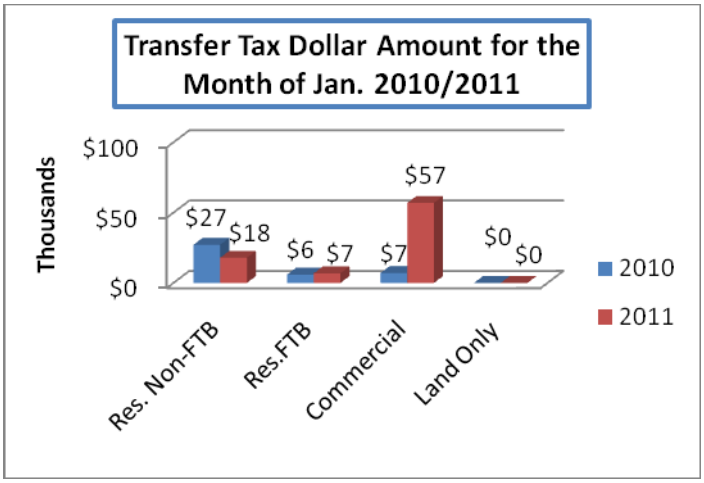


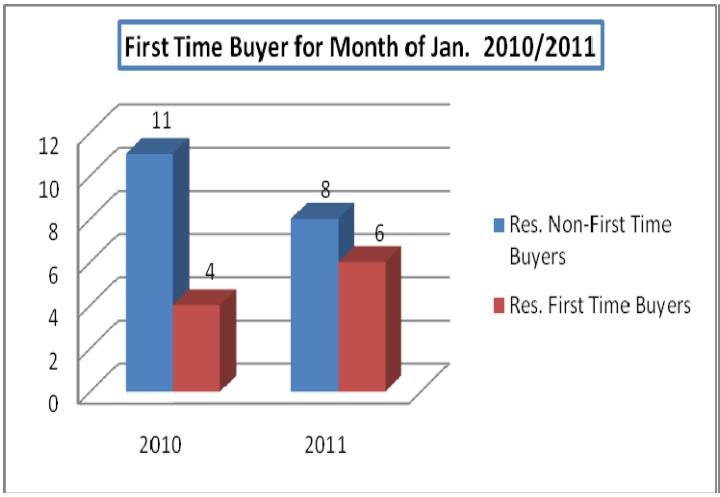
James E. Hosfelt, Jr.
Chief of Police

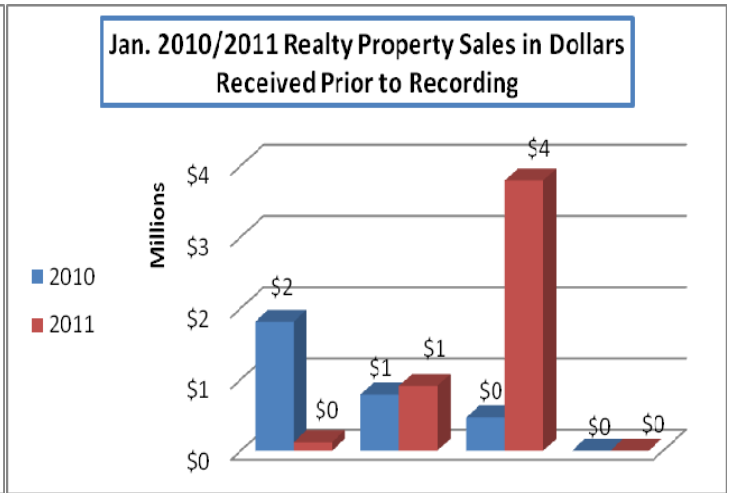
Monthly Report
January 2011

Office of City Assessor









Major Updates

	Nov-10	Dec-10	Jan-11
Assessment Change	-$64,300	$2,262,800	-$7,663,600

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
6	$1,171,600	$1,015,506	1.15	1.01

Ratio – Assessed Value divided by Sale Price.
PRD – Mean – A PRD above 1.03 tends to indicate assessment regressivity – high valued properties are under appraised relative to low valued properties. A PRD below .98 tends to indicate assessment progressivity – high valued properties are relatively over appraised.

Points of Interest

Scanning & Filing

- All new deeds are being scanned and attached to the CAMA software for easy retrieval.

- All appeal documents and correspondence are being scanned and attached to the CAMA software for easy retrieval.

Assessor's Office

Supplemental Billing

- Supplemental bills were mailed out totaling $5,478.78

Omitted Assessment

- Added an assessment value of $261,600 to the tax roll

City of Dover Sales Ratio Report for January 2011

PARID	Address	Total Assesesed Val.	Sales DT	Price	ASR
ED05-068.19-05-75.00	56 NICHOLAS DR	200,400	13-Jan-11	185,016	1.08
ED05-085.11-01-51.00	138 TURNER DR	175,000	20-Jan-11	132,600	1.32
ED05-076.04-06-36.00	413 ANN MOORE ST	151,400	17-Jan-11	139,990	1.08
ED05-068.20-01-27.00	46 NICHOLAS DR	190,500	7-Jan-11	155,000	1.23
ED05-077.06-01-10.00	35 PARK DR	250,400	10-Jan-11	225,000	1.11
ED05-068.19-05-74.00	54 NICHOLAS DR	203,900	14-Jan-11	177,900	1.15
		1,171,600		1,015,506	6.97

CITY MANAGER'S MONTHLY REPORT



JANUARY 2011

Monthly Highlights

Customer Services

- 1,316 payments were processed online or by telephone in January 2011.
- City of Dover property taxes were due August 31, 2010. As of January 31, 2011 the delinquent property taxes total $662,706 for all tax years.

Budget and Program Development

- Continued meetings with Customer Service staff to review implementation of the new utility bill design.
- Participated in several GFOA Webinars regarding new budget document requirements and performance measurement.
- Began meetings with departments regarding their submissions for the Fiscal 2012 draft CIP.

Human Resources

- IBEW contract negotiations settled.

Information Technology

- Continued working on the upgrade of the City's website.
- Began recruitment efforts for LAN Analyst position.

Parks, Recreation, & Library

- The Library recorded 469 people attending 18 children's programs.
- Thirty-one teens attended five teen programs at the Library.
- Eighty-one residents were recorded in Job Resource Center.
- Final accounting of the new storage room at the Pitts Center has been completed.

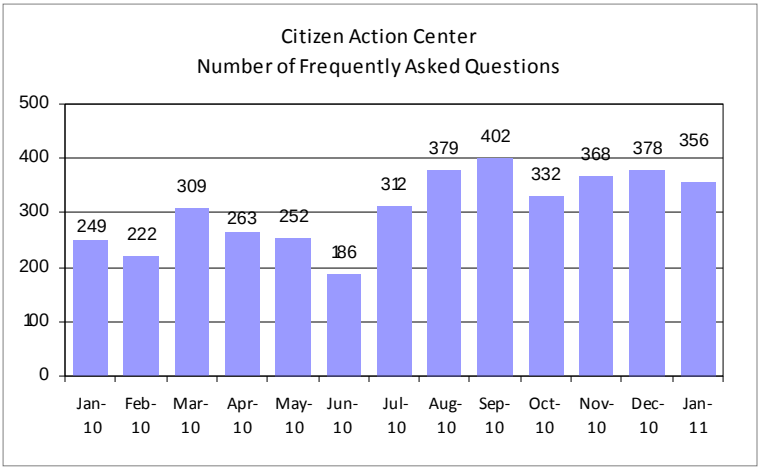
Public Services

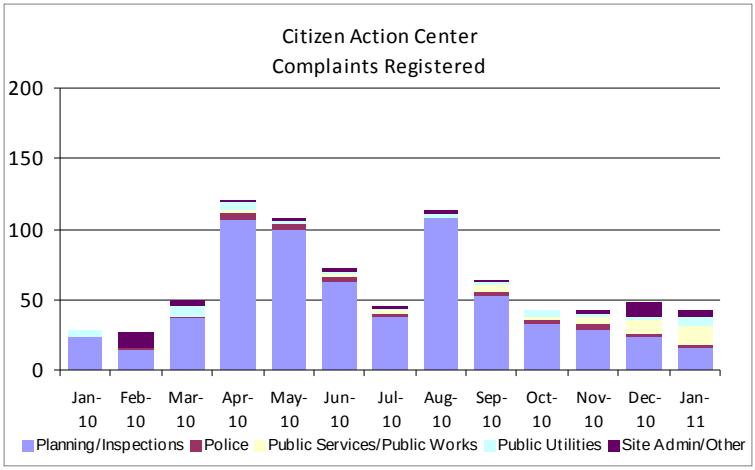
- Contractor for the Library Bid Pac A has completed approximately 85% of the contract work.
- Began working on the Spring Street program bid documents and the Yard Waste plan.

Public Utilities

- Water, Wastewater & Construction crews plowed snow for three days during the month of January, with the Electric crews clearing the Administration building parking lots.
- Water main installation began for the new library project.
- Safety luncheon held, for the entire Public Utilities Department, to celebrate a safe 2010 with only 2 lost time accidents.

PUBLIC AFFAIRS





AVERAGE TIME TO CLOSE COMPLAINTS RECEIVED - January 2010

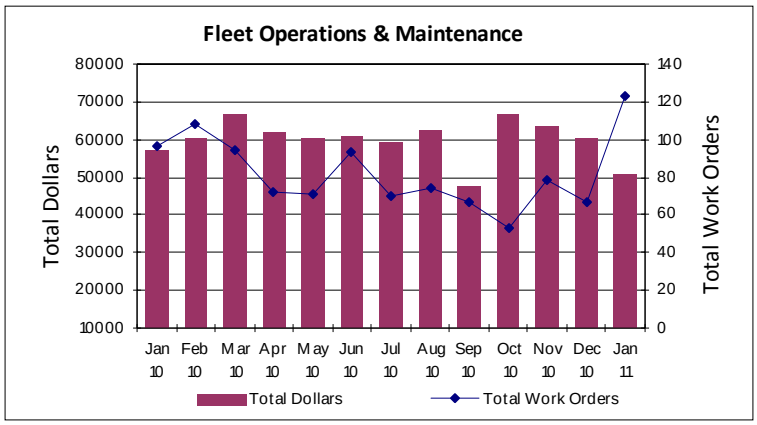
Department	Total # Complaints	# Of Days
Planning/Code Enforcement (property code violations)	16	10.5 days
Police (community policing)	3	7.4 days
Public Services - Grounds - Sanitation - Streets	 2 6 4	3.17 days
Public Utilities (electric outages)	8	0.9 days
Site Admin/Other Departments	3	1.4 days

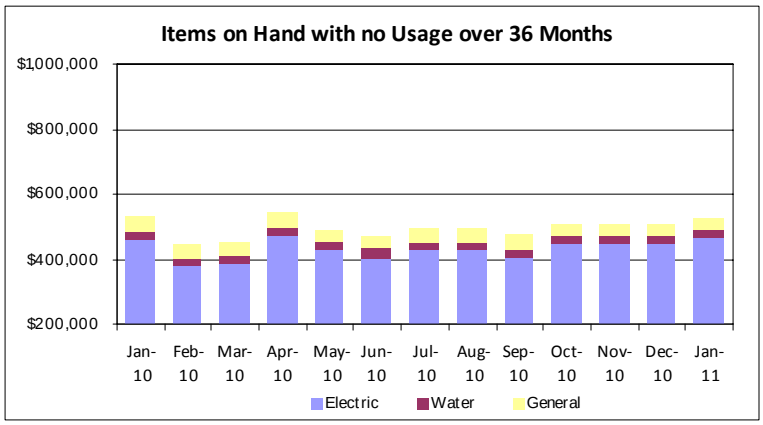
COMMUNITY OUTREACH, TRAINING AND EDUCATION EVENTS - January 2010

- Attended Library Public Relations Committee Meeting.
- Presentation and call to service in recognition of the 50th Anniversary of JFK's Inauguration at William Henry Middle School.
- Attended Recycling Grant Workshop and aided in the writing of 4 grants for the City's Recycling Program.
- Continued working with Delaware.net on the redesign and content of the website.
- Attended presentation at the Police Department for GREAT Program which may replace the current DARE program.
- Participated in several meetings with the House of Pride.

OTHER ACTIVITIES	July 2010	Aug 2010	Sept 2010	Oct 2010	Nov 2010	Dec 2010	Jan 2011	FYTD
Facebook - New Posts	21	26	54	41	52	59	57	310
Facebook - Page Views	716	1,004	1,145	1,152	1,671	1,768	1,882	9,338
Facebook –Replies to Questions	17	37	21	23	21	27	21	167
Press Releases	16	9	16	5	2	3	4	55
Ceremonial Documents (Proclamations, Certificates, Letters of Welcome)	25	16	26	19	17	16	15	134

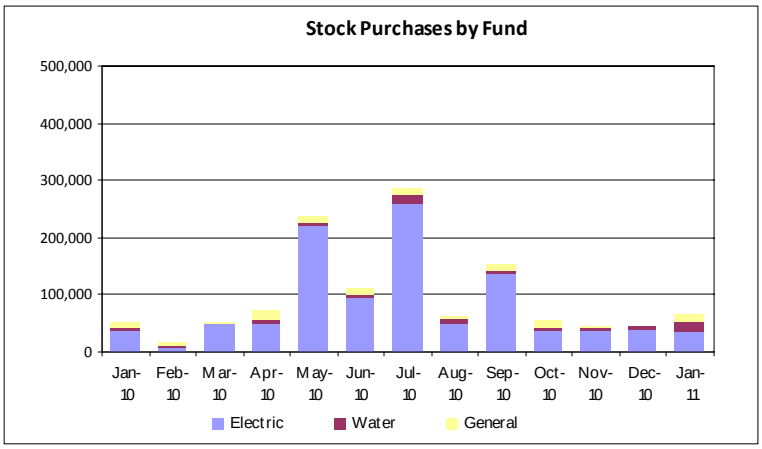
CENTRAL SERVICES

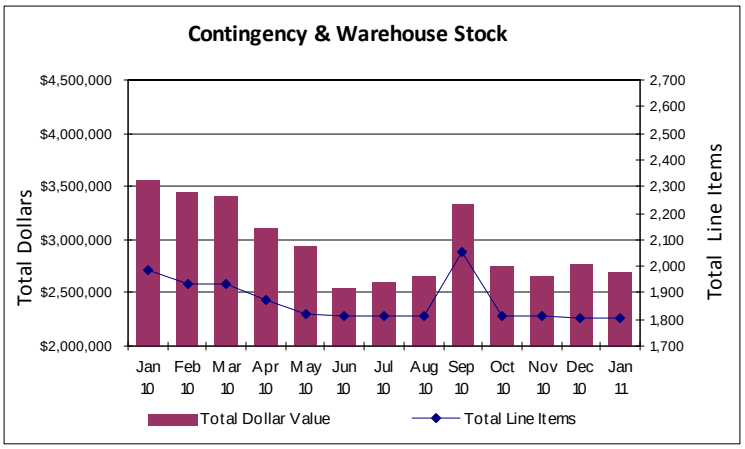




Work Orders: 123
Fleet Maintenance: $6,000.95 (excludes Melvin's Sunoco)
Fuel: $45,091.81

Electric: $465,477.93
Water: $ 25,393.08
General: $ 38,077.15





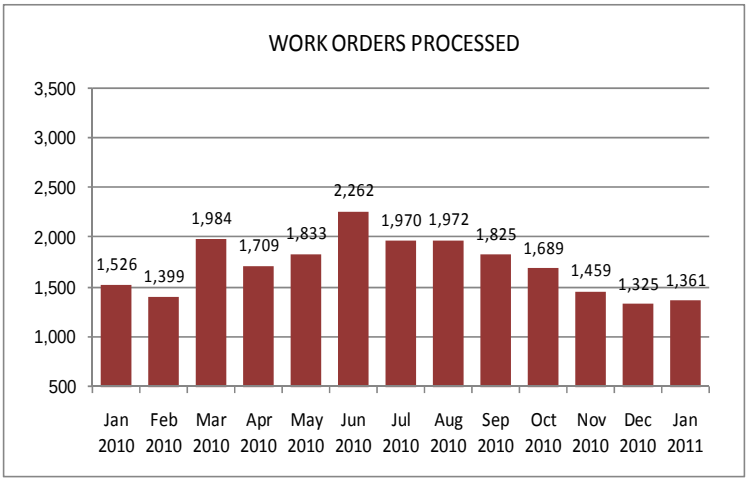
Electric: $36,399.67
Water: $15,376.94
General: $13,573.14

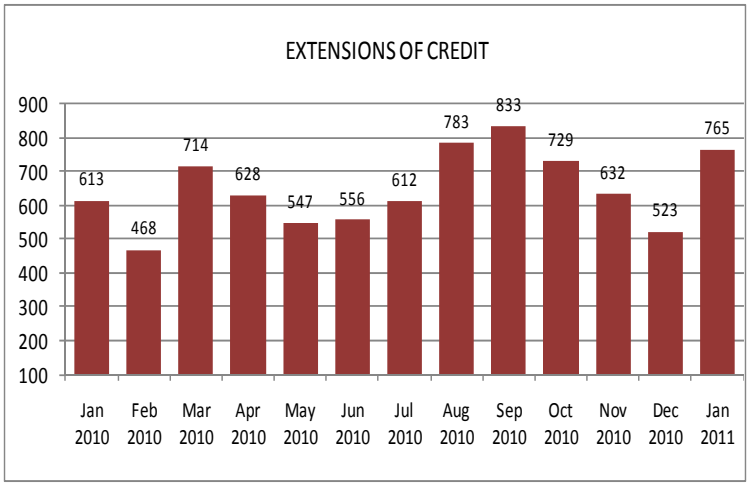
Total Dollar Value: $2,703,862.74
Total Line Items: 1,802

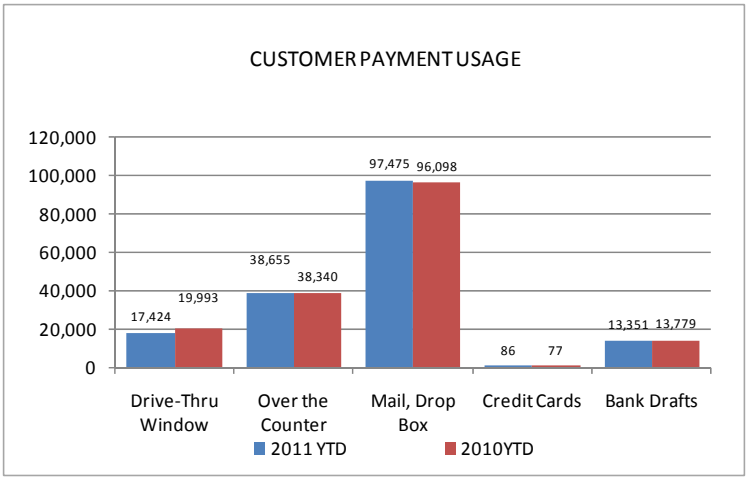
Major Program Updates

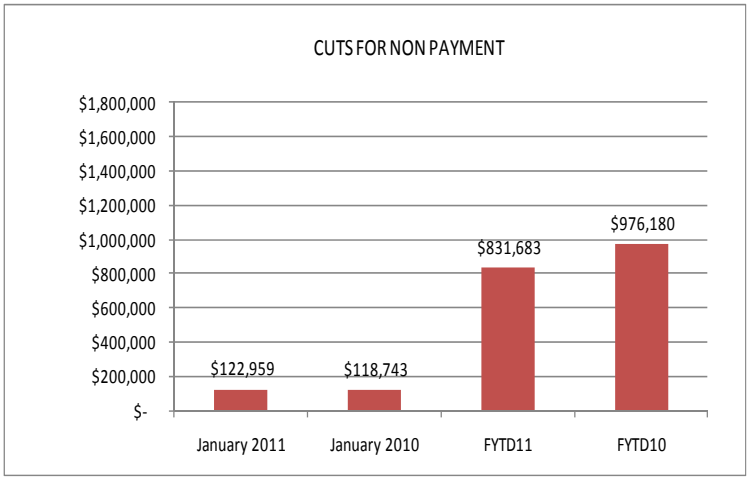
MEASURE	JANUARY 2011	JANUARY 2010	DIFFERENCE
Issue Effectiveness (>90%) *How often the warehouse has what customers need when it's needed.* *[issues / (issues + back orders)] * 100*	99.0%	99.3%	-0.28%
Turn Over Rate (4-5 per yr.) *Indicates that the material stocked is the material being used.*	1 every 23.4 years	1 every 18.2 years	5.2 years
Bids for non-inventory items converted to purchase orders within timeframe *(Quantity and Percentage)*	11 of 12 Bids 91.6%	7 of 7 Bids (FY10 Total) 100%	-8.3%
Sealed bids prepared, received & distributed within 7 working days of receipt *(Quantity and Percentage)*	29 of 31 Bids 93.5% FYTD	36 of 38 Bids (FY10 Total) 94.7%	-1.2%
Scheduled Preventative Maintenance appointments being kept. *(Quantity and Percentage)*	6 of 20 appointments kept 30%	24 of 24 appointments kept 100%	-70.0%
Mail receiving lowest discounted rate *(Quantity and Percentage)*	198,813 pieces 96.7%	399,185 pieces (FY10 Total) 95.9%	0.7%
Routine work orders completed within 5 days *(Quantity and Percentage)*	36 work orders completed 92.3%	43 work orders completed 86%	2.1%
Emergency work orders completed within 2 days *(Quantity and Percentage)*	4 work orders completed 100%	1 work order completed 100%	-

CUSTOMER SERVICES



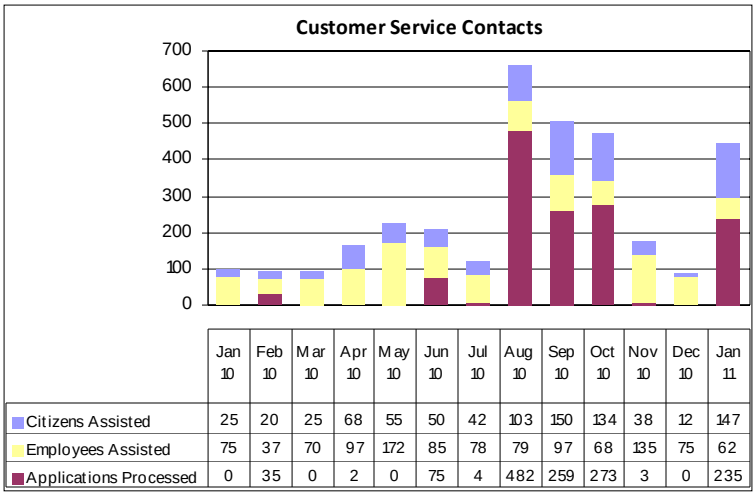




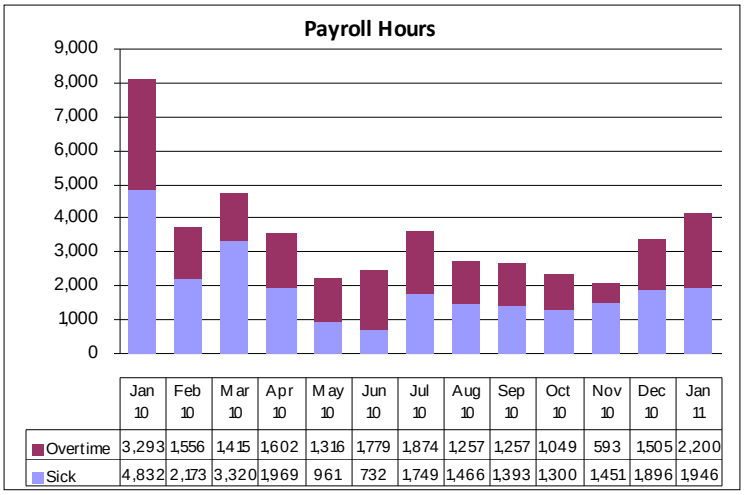


Major Program Updates	Jan 2011	Jan 2010	Difference	FY 2011 Year-to-Date	FY 2010 Year-to-Date
Number of Customers Served	22,704	20,383	2,321	176,065	168,959
Final Bills	483	488	(5)	4,591	4,301
Estimated Bills	139	132	7	1,014	982
Penalties Posted	$ 31,703	$ 15,024	$ 16,678	$ 161,526	$ 124,756
Extensions of Credit - Amount Extended	$ 219,241	$ 172,092	$ 47,149	$ 1,397,147	$ 1,143,192
Balance Transfers	$ 3,273	$ 4,815	$ (1,542)	$ 18,637	$ 28,653
Utility Collections	$ 30,320	$ 19,980	$ 10,340	$ 184,509	$ 153,513
Special Assessments	$ 515	$ 110	$ 405	$ 7,334	$ 32,556
Miscellaneous Billings	$ 62,837	$ 38,783	$ 24,055	$ 867,656	$ 784,871
CNP through Disconnect Collars	2	-	2	55	98
Court Cases	-	-	-	-	-
Tamperings	2	2	-	29	23
Taxes Levied	$ 804,824	$ -	$ 804,824	$ 1,875,649	$ -
Billing Adjustments	$ 8,753	$295	$ 8,458	$ (284,068)	$ 130
Total Taxes Collected	$ 84,277	$40,712	$ 43,564	$ 9,686,692	$ 9,316,261
Taxes Outstanding	$ 711,794	$461,078	$ 250,716	$ 6,246,890	$ 459,456
Payments in Lieu	$ 1,500	$1,500	$ -	$ 10,500	$ 10,500
Billing Accuracy (on schedule billings)	99.0%	99.9%	-	99.0%	99.5%
Bills Published on Schedule	99.9%	99.9%	-	99.9%	99.9%
Meters Read on Schedule	99.9%	99.9%	-	99.9%	99.9%
Customer Satisfaction Rating	99.7%	99.8%	-	99.7%	99.8%
Deliquent Accounts Collected	99.8%	99.7%	-	99.8%	99.7%

HUMAN RESOURCES



	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11
Citizens Assisted	25	20	25	68	55	50	42	103	150	134	38	12	147
Employees Assisted	75	37	70	97	172	85	78	79	97	68	135	75	62
Applications Processed	0	35	0	2	0	75	4	482	259	273	3	0	235



	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11
Overtime	3,293	1,556	1,415	1,602	1,316	1,779	1,874	1,257	1,257	1,049	593	1,505	2,200
Sick	4,832	2,173	3,320	1,969	961	732	1,749	1,466	1,393	1,300	1,451	1,896	1,946

Category	Jan 10	Feb 10	Mar 10	Apr 10	May 10	June 10	July 10	Aug 10	Sept 10	Oct 10	Nov 10	Dec 10	Jan 11	Total
Caucasian*	320	320	318	315	315	315	314	314	315	319	312*	311	313	N/A
Minorities*	61	61	61	61	62	63	62	62	62	62	61*	61	61	N/A
Hired	1	-	1	-	2	2	-	2	1	4	1	-	2	16
Terminated/Resigned/ Retired	4	-	3	4	1	1	2	2	1	-	3	1	-	22
Promoted	1	2	1	6	3	-	1	-	-	-	-	-	-	14
Jobs Posted	1	3	3	-	3	-	2	3	4	1	-	-	3	23
Workers Comp. Injuries	4	2	2	3	4	8	5	6	3	5	2	5	7	56
Workers Comp. Hours	23	50	186	358	299	123	11	9	-	24	65	42	360	1,542
Insurance Claims	1	10	9	6	7	10	8	2	8	3	4	8	3	79

Full-time Employees: 358 **Part-time Employees: 16** (4 Pitts Center, 1 Recreation, 11 Library)
* Total full-time, Caucasian and Minority employees were adjusted due to an audit of employee information.
Numbers do not reflect, temporary, seasonal, relief fire dispatchers, committee or council members.

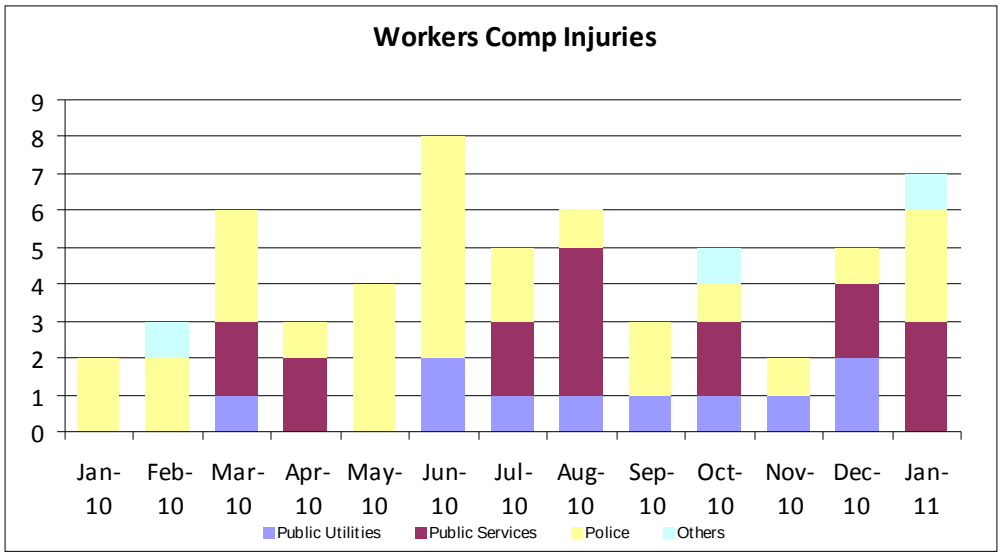
Hired: MEO I/Sanitation and Communications Operator/Police
Jobs Posted: Groundsworker I/Public Utilities; Operations-Construction Managers/Public Utilities; LAN Analyst/Information Technology

Unfilled/Open Positions By Department	Mar 10	Apr 10	May 10**	Jun 10	July 10	Aug 10	Sept 10	Oct 10	Nov 10	Dec 10	Jan 11
Public Utilities	13	12	~~12~~ 11	12	5	3	3	3	4	4	4
Public Services	3	3	4	4	1	2	2	2	1	2	1
Police	4	~~5 6~~ 5	5	3	2	2	2	2	3	3	2
All Other Departments	10	10	~~10~~ 11	12	5	6	6	3	4	4	4
Totals	**30**	**~~30 31~~ 30**	**31**	**31**	**13***	**13**	**13**	**10**	**12**	**13**	**11**

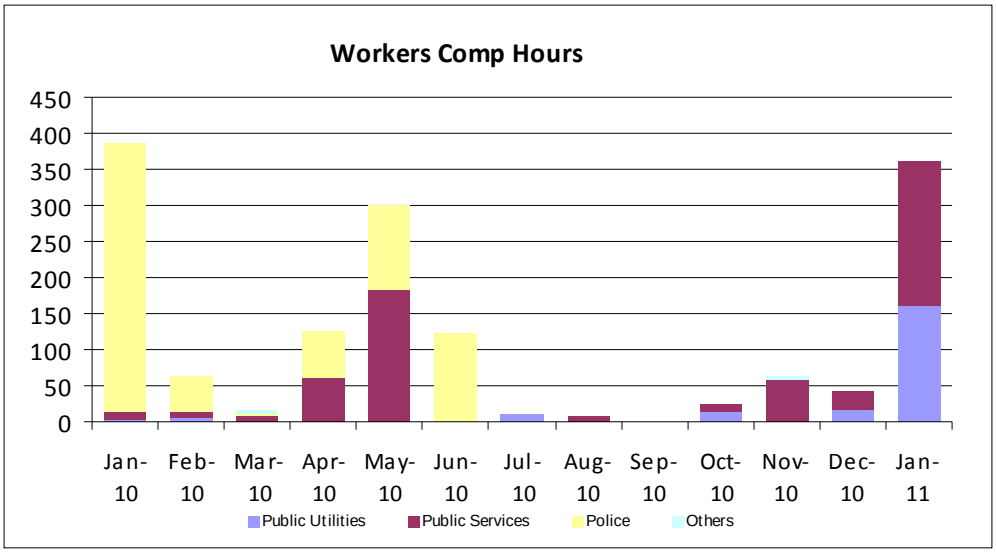
*April 2010: Police understated by one. Six vacancies existed in April. June 2010: One Officer began terminal leave in April.
**May 2010: Incorrect numbers reported.
One vacant position filled with temp, position included in totals in chart: Central Services
*Significant decrease in number of Open Positions due to positions no longer being funded during Budget Process.
Public Utilities: Grounds Worker (1), Motor Equipment Operator II/Water (1), Construction & Inspection Manager (1), and Engineering Fieldman Crew Leader (1)
Public Services: Emergency Management Coordinator (1)
Police: Police Master Corporal (1) and Patrolman (1)
All Other Departments: Custodian I (1), Assistant Library Director (1), Programmer Analyst (1), and Sr. LAN Analyst (due to A. Siegel currently acting as IT Director)

HUMAN RESOURCES
continued

Bonus Program Category	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	July 10	Aug 10	Sept 10	Oct 10	Nov 10	Dec 10	Jan 11	Total
Stop Program-*Sensibly Taking Off Pounds(weigh-ins)*	20	-	20	24	41	42	42	29	10	5	13	7	-	253
Caught Doing it Right-*Promotes employees productivity & creativity (submissions)*	1	-	-	-	-	-	2	3	1	-	2	63	-	72
Breathe Program-*Rewards for ending tobacco use (submissions)*	1	-	-	-	1	1	-	-	-	-	-	4	-	7
Ducs in a Row-*Doing Useful Community Service (submissions)*	-	-	-	-	-	-	-	-	-	-	-	-	-	-

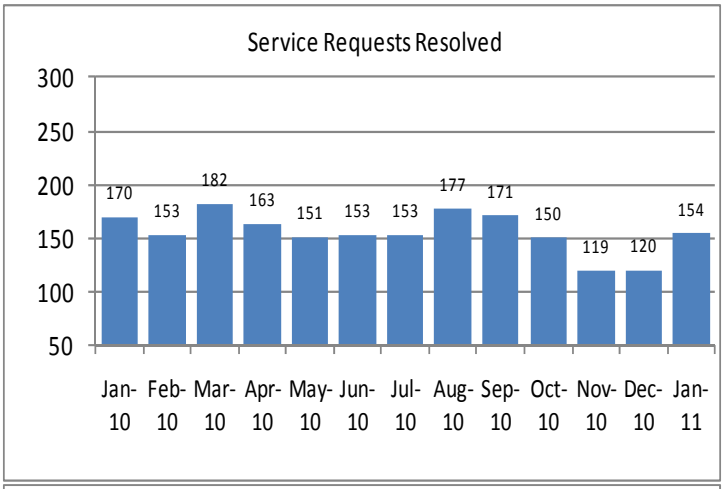


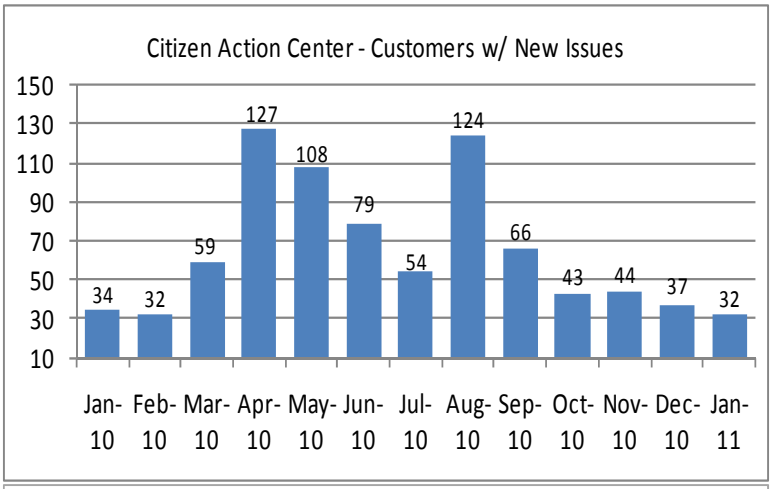
Public Utilities: 0 Public Services: 3 Police: 3 All Other Depts.: 1

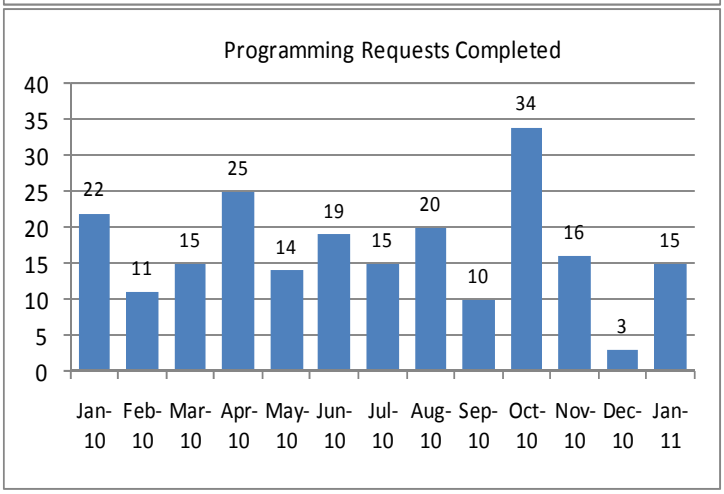


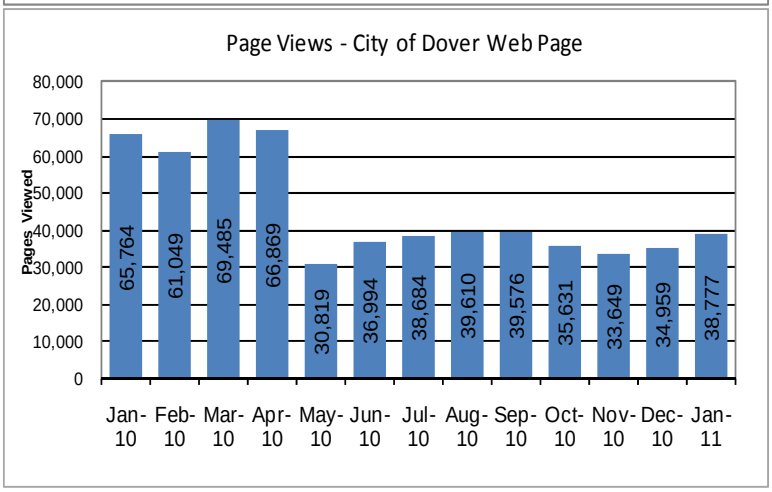
Public Utilities: 160 Public Services: 200 Police: 0 All Other Depts.: 0

INFORMATION TECHNOLOGY





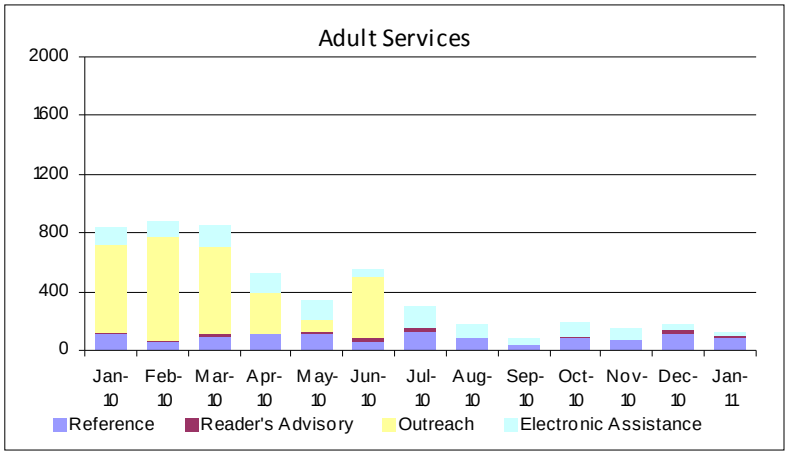


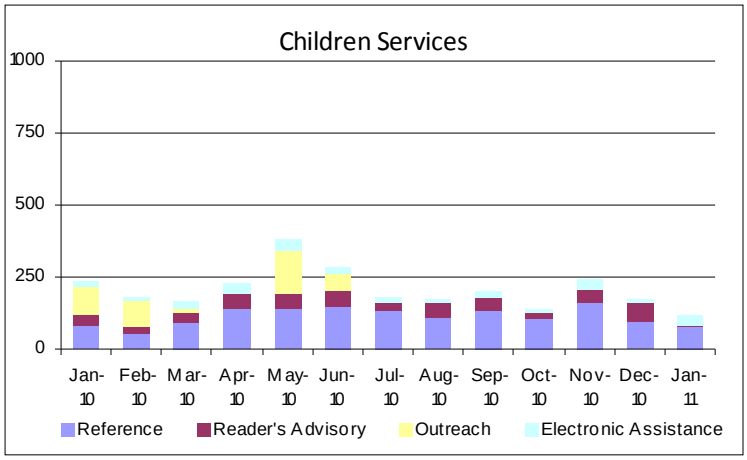


Performance Indicators	Current Month	Last Month	Same Month Last Year
iSeries Availability	100%	100%	100%
Server Availability	100%	100%	100%
AS/400 Connections (concurrent/authorized users)	N/A	N/A	N/A
PCs Supported	336	339	342
Scheduled PCs Replaced	-	-	-
Servers Supported	15	16	16
People Trained	2	12	18

Availability Statistics based on 7:00 AM until 5:00 PM Monday—Friday

Library





Reference: 88 Reader's Advisory: 14
Outreach: 0 Electronic Assistance: 26

Reference: 76 Reader's Advisory: 9
Outreach: 0 Electronic Assistance: 35

CIRCULATION	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Dover Residents	16,708	119,372	14,328	110,960
Kent County Residents*	15,775	160,269	13,757	106,795
Non-County Residents	1,905	10,232	1,241	8,533
REGISTRATIONS				
Dover Residents	220	1,635	282	1,669
Kent County Residents*	79	697	142	1,024
Non-County Residents	7	74	18	125
OTHER				
Visiting Patrons	29,291	215,938	30,756	230,435
Meeting Room Usage	180	1,620	400	1,680
Photocopier Usage	1,476	10,872	1,409	11,197
Dial-A-Story	1,014	8,348	1,803	10,515
Computer Usage	4,220	31,423	4,534	34,274
Holds (Total)	6,549	47,317	5,928	38,876

***Breakout of Kent County Residential Statistics**

Circulation	Registrations
Harrington: 216	Harrington: 1
Smyrna: 929	Smyrna: 10
Milford: 174	Milford: 0
Outside City Limits: 14,456	Outside City Limits: 68

Total Registered Users: (Card Holders)

City: 17,538 Kent County: 13,726 Outside Kent County: 1,619

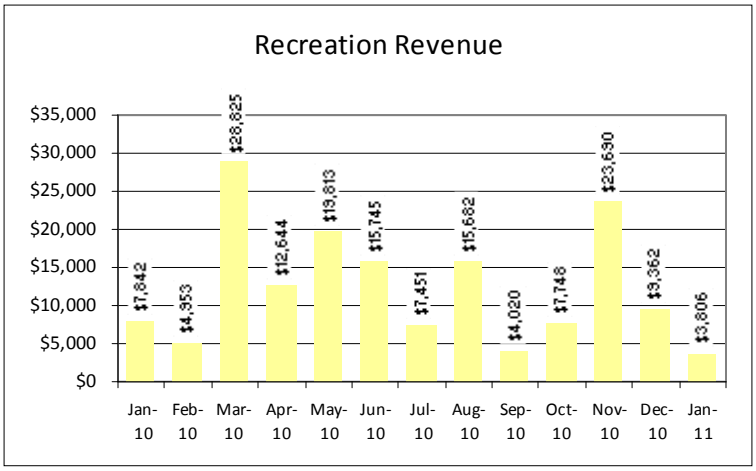
Other Points of Interest:

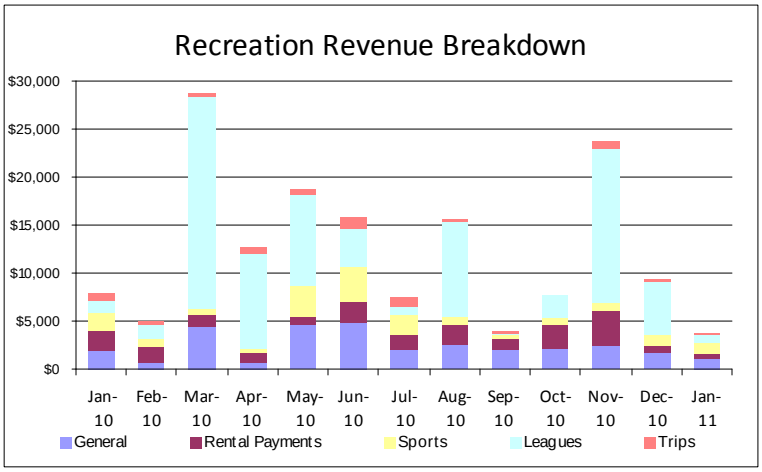
Interlibrary: 4,686 items loaned out
3,533 items borrowed

Technical services: 1,397 items added
952 items deleted

Volunteers: 223 hours of service completed

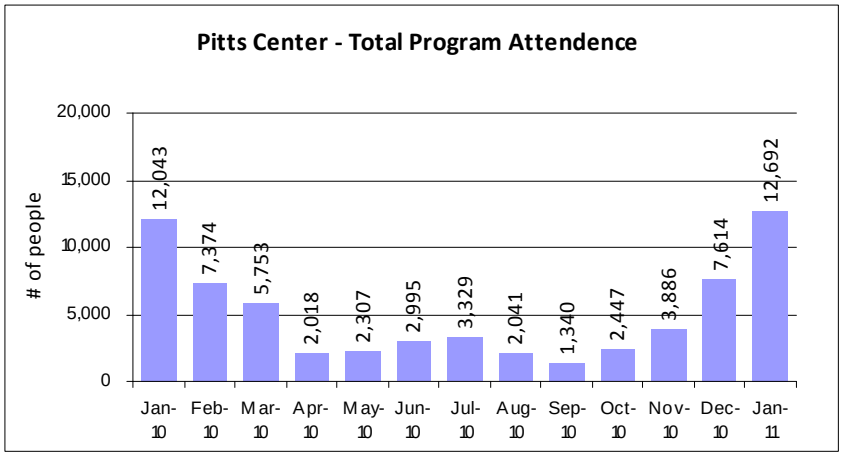
Parks and Recreation





General: $1,000 Rental Payments: $687 Sports: $1,000
Leagues: $850 Trips: $269

Rentals	JANUARY 2011		FYTD 2011		JANUARY 2010		FYTD 2010
Baseball/Softball Field Rentals*	-		111		-		108
Dover Park Pavilions (2)	-		18		-		18
Multipurpose/Field Hockey Field Rentals*	-		54		-		44
Recreation Center – Dover Park	5		114		8		71
Silver Lake Pavilions (2) / Schutte (1)	-		34		1		31
Soccer Field Rentals*	-		9		-		10
Stage – Mobile Platform	-		19		3		16
These numbers reflect groups that utilized our facilities during January.							
Program Attendance*	**JANUARY 2011**		**FYTD 2011**		**JANUARY 2010**		**FYTD 2010**
No January 2011 programs.							
This number reflects activities that took place in January. (Not included on the JWP report.)							



FREE Open Gym Registration Cards* - through 1/31/2011
Total Cards Issued: **4,056**
City Residents: 1,838 - (45%)
Non-City Residents: 2,218 - (55%)
- Kent County: 1,796 - (44%)
- Sussex County: 143 - (3%)
- New Castle County: 96 - (2%)
- Out of State: 183 - (5%)

The cards permit entrance to the facility during scheduled Public Gym Periods at no charge.

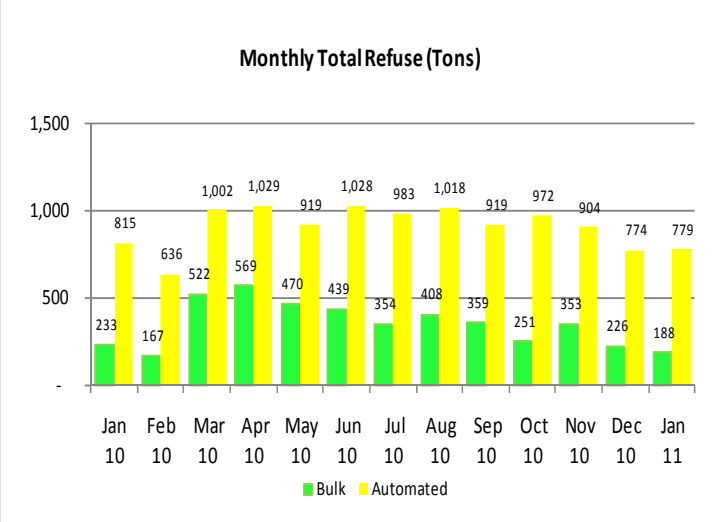
PUBLIC SERVICES

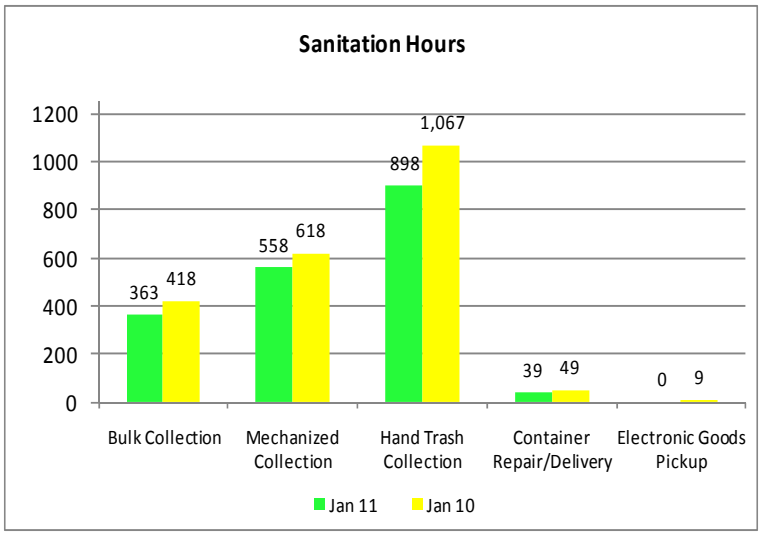
Administration

Administrative review and inspection services continued on all residential and commercial developments. The following residential subdivisions are in various phases of construction:

Oak Shadows
Village of Westover (Phase VI)
Stoney Creek (Phase II)
Patriot Village
Emerald Pointe
Farthing Woods
Clearview Meadows
Eden Hill (Residential)
Lexington Glenn
Nottingham Meadows
Village of Cannon Mill

Sanitation





	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Trips to DSWA Sandtown Landfill	193	1,639	226	1,677
Total Tonnage to DSWA	966.76	8,486.19	1,048.18	9,181.74
90-Gallon Containers Delivered	12	139	32	218
300-Gallon Containers Delivered	3	30	1	23
Total Man Hours - Containers Delivered	39	351	49	273

CURBSIDE RECYCLING STATS	TOTAL # OF HOUSEHOLDS	TOTAL # OF ACCOUNTS	WEIGHT/LBS.	AVG. LBS.
JANUARY 2011	16,488	7,835	233,460	14.16

STREETS	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Signed Installed	15	136	23	134
Signs Repaired	38	137	18	98
Curbs Painted Yellow (Ft.)	-	833	-	240
New Post Installed	-	50	8	48
Storm Catch Basins Repaired	-	30	-	5
Storm Catch Basin Repairing (Hrs.)	-	196	-	44
Hot Mix Patching (Tons)	-	93	-	651
Hot Mix Patching (Hrs.)	-	348	-	1,114
Cold Mix Patching Hrs.)	72	224	72	204
Concrete Work (Hrs)	-	221	-	150
Concrete Patching (Cubic Yards)	-	37	-	12
Street and Alley Maintenance (Hrs)	155	1,089	68	930
Ditch Work (Hrs).	-	65	-	22
Street Sweeping (Miles)	303	5,677	381	6,414
Street Sweeping (Cubic Yards)	120	1,359	35	1,068
Leaves Collected (Cubic Yards)	325	5,825	275	10,861
Leaf Collection (Miles)	420	5,745	570	5,707

GROUNDS - Arborist Crew	JANUARY 2011	JANUARY 2010
Trees Trimmed	30	39
Trees Removed	15	24

– Crew worked at the following locations: Dover Park, Crossgates, Elm Terrace, and the Fox Hall ditch.
– Assisted with snow removal efforts.

Beautification Crew

– Picked up Christmas trees for chipping.
– Began cleaning greenhouse in preparation for the new season.

Grounds Maintenance/Mowing Crews

– Assisted with chipping brush and hauling chipping Christmas trees.

Special Projects Crew

– Assisted all crews with tree work, snow removal and Christmas tree collection.

Economic Development

UNEMPLOYMENT RATES	JAN 10	FEB 10	MAR 10	APR 10	MAY 10	JUN 10	JUL 10	AUG 10	SEP 10	OCT 10	NOV 10	DEC 10	JAN 11
City of Dover	9.8%	10.3%	9.4%	9.4%	9.4%	10.2%	9.8%	10.2%	10.1%	10.3%	10.1%	9.4%	Pending
National & State averages (US-9.4% & State-8.5%) Source: State of Delaware Department of Labor													

Number of contacts made with small businesses and with out-of-town companies interested in locating to Dover.

TYPE	YTD Contacts Made
Small Businesses	11
Out-of-town Companies	10

- Staff attended the Kent Economic Partnership meeting. Staff met with Kathy McDaniel to discuss expansion of the McDaniel Industrial Park and with the new CEO of Fordham Brewery to discuss marketing.
- Conference calls were held with the State Director for Senator Coons and the State Director for Senator Carney.
- Economic Development director was interviewed by the Delaware State News during a visit to the Dover Sun Park site, as background for a series of articles on the project.

Downtown Dover Partnership

- Annual Main Street Self-Assessment was completed and submitted to the Delaware Economic Development Office.
- Staff met with the Delaware Facilities Management Office to discuss management of the Water Street Parking Lot during it's transition to courthouse parking.
- Staff provided technical assistance to six current and prospective business owners, applying for SBA guaranteed loans.
- Staff will be meeting with contractors to get estimates for renovations at 22-24 West Loockerman Street, as requested by the DDP Board.
- The next DDP sponsored event will be the St. Patrick's Day parade. Registration information for this event has been sent to community groups, schools, businesses, in addition to local and state officials.

Life Safety

Inspections	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Fire Protection Inspections (new & existing)	30	379	12	180
Fire Code Inspections	16	695	13	424
Inspection Deficiencies	11	710	-	502
Certificate of Occupancy	1	39	3	59
Non-Inspection Hours				
Office	94	729	45	730
Meetings	46	306	20	273
Plan Review	39	294	20	369
Training	177	379	-	362
Fire Investigations	46	132	25	200
Damage Cost				
Accidental	$20,000	$ 88,950	$1,000	$342,000
Incendiary	-	$192,550	$ 800	$133,300
Undetermined	-	$ 22,600	-	$ 29,000

Permitting and Inspections

Permits Issued	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Administrative Permit	-	12	1	16
Building Addition/Renovation Permits	25	348	23	291
Building Permits	3	75	12	71
Demolition Permits	3	16	3	27
Fence Permits	5	46	4	51
Fire Prevention Permits	12	52	6	46
Mechanical Permits	25	179	35	262
Plumbing Permits	27	311	25	313
Sign Permits	25	144	29	165
Swimming Pool Permits	-	2	0	1
Licenses Issued				
Business Licenses	30	1,517	43	1,175
Merchant Licenses	3	275	7	278
Contractor Licenses	20	790	34	722
Lodging House Licenses	31	31	15	40
Mobile Homes	2	231	365	711
Public Occupancy	205	239	66	250
Rental Dwelling	1,715	1,779	987	1,753

Building Inspections

Permits Issued	JANUARY 2011	FYTD 2011	JANUARY 2010	FYTD 2010
Building	311	2,680	285	2,675
Plumbing/Mechanical	266	2,618	78	1,808
Certificate of Occupancy	11	131	6	164

Geographic Information Systems (GIS)

- Coded voters for City Clerk's Office.
- Performed ArcGIS 10 Upgrade.
- Rebuilt all Web Mapping Applications due to upgrade.
- Created and printed numerous maps, banners and posters for Downtown Dover Partnership.
- Created and printed multiple voting district maps for the City Clerk's Office.

Dangerous Building/Demolition Status – January 2011

66 Washington Street

- Declared dangerous by City Council on October 12, 2009.
- Building permit obtained by property owner on February 5, 2010 and expired on August 5, 2010 with no inspections scheduled or completed in relation to the building permit.
- City will proceed with notifying property owner of our intent to conduct an asbestos survey and abatement and will secure bids for demolition.
- Demolition bids were received on December 7, 2010. Low bid authorized by City Manager.
- Demolition was delayed until February 2011 due to contractor availability.

715 Slaughter Street (Complete - No Further Action Required)

- Declared dangerous by City Council on May 24, 2010.
- Asbestos survey & report completed on October 1, 2010.
- Asbestos abatement and removal completed on October 7, 2010.
- Bids received on October 13, 2010.
- Public Service Manager is awaiting receipt of bids from the City's Contract and Procurement Manager. Low bid from Sunnyfield Contractors in the amount of $2,950.00 approved by City Manager on October 19, 2010.
- Demolition was completed in November 2010. Paperwork to place lien on the property has been forwarded to Administrative Services. Total cost was $7,598.75.

628 N. West Street (Complete - No Further Action Required)

- Pool declared dangerous by City Council on August 23, 2010.
- Demolition quotes received on October 12, 2010.
- Low quote is currently being reviewed. Low bid from Sunnyfield Contractors in the amount of $3,900.00 has been submitted to the City Manager for Authorization to Purchase.
- Demolition was completed in November 2010. Paperwork to place lien on the property has been forwarded to Administrative Services. Total cost was $3,900.00.

749 West North Street

- Declared dangerous by City Council on October 25, 2010.
- Asbestos survey was conducted in December 2010.
- Asbestos abatement was completed in January 2011.
- Demolition bids received in January 2011.
- Demolition activity began on January 31, 2011.

301 South Governors Avenue

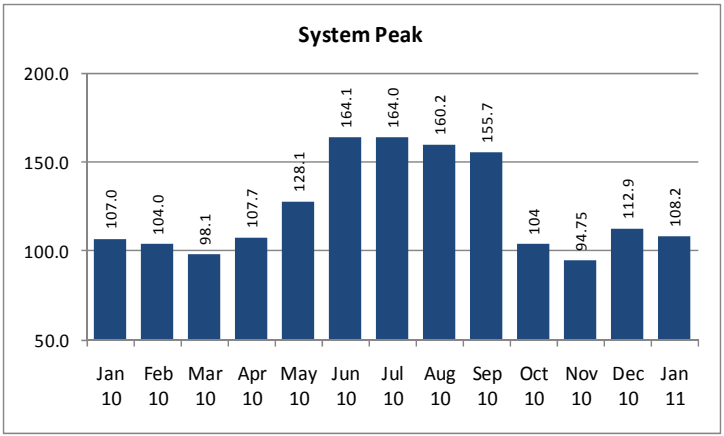
- Declared dangerous by City Council on October 25, 2010.
- Asbestos survey was conducted in December 2010.
- Asbestos abatement began in late January 2011.
- Demolition bids received in January 2011.
- Demolition is scheduled for mid-February 2011.

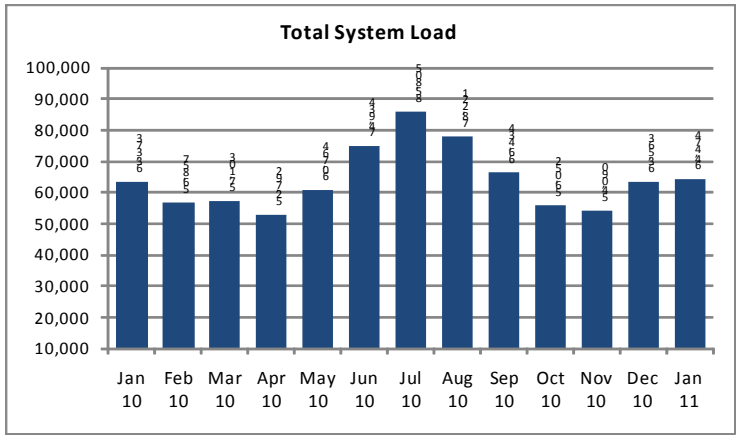
35 North New Street

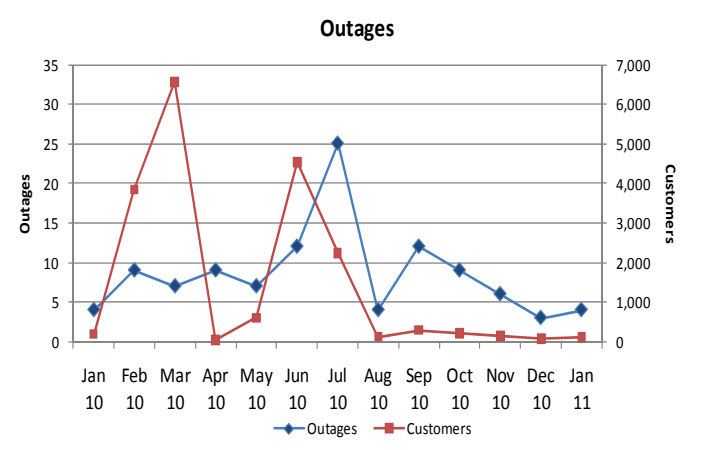
- Declared dangerous by City Council on November 22, 2010.
- Asbestos survey conducted on January 19, 2011.
- Demolition bids were received in January 2011.
- Asbestos abatement scheduled for February 3, 2011.
- Demolition activity scheduled to begin on February 14, 2011.

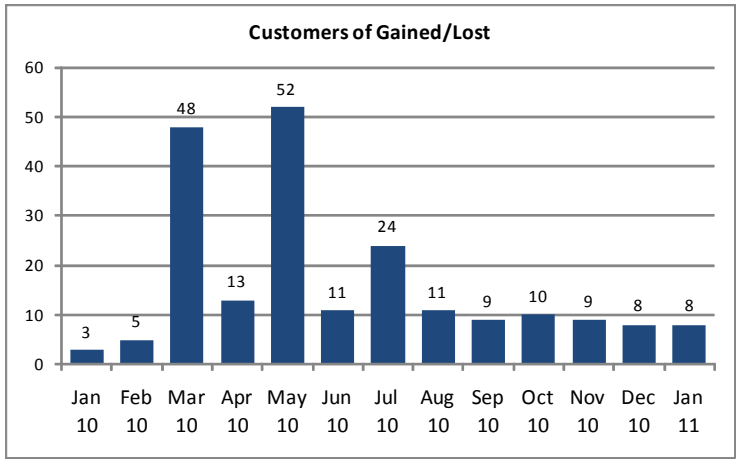
PUBLIC UTILITIES

Electric









Outages: 4 Customers: 107

Electric Monthly Outage Report

The annual outage goal will be less than 295 minutes per customer, which is a Delaware Standard. This will be measured by calculating the System Average Interruption Duration Index.		
FY 2011 YTD	**FY 2010**	**FY 2009**
75.41	160.14	155.17

Controllable Outages *Annual goal is less than 40*		**Average Response Time** *Goal is less than 30 minutes*	
Month	**Year-to-date**	**Month**	**Year-to-date**
2	27	83.25 Minutes	44.25 Minutes

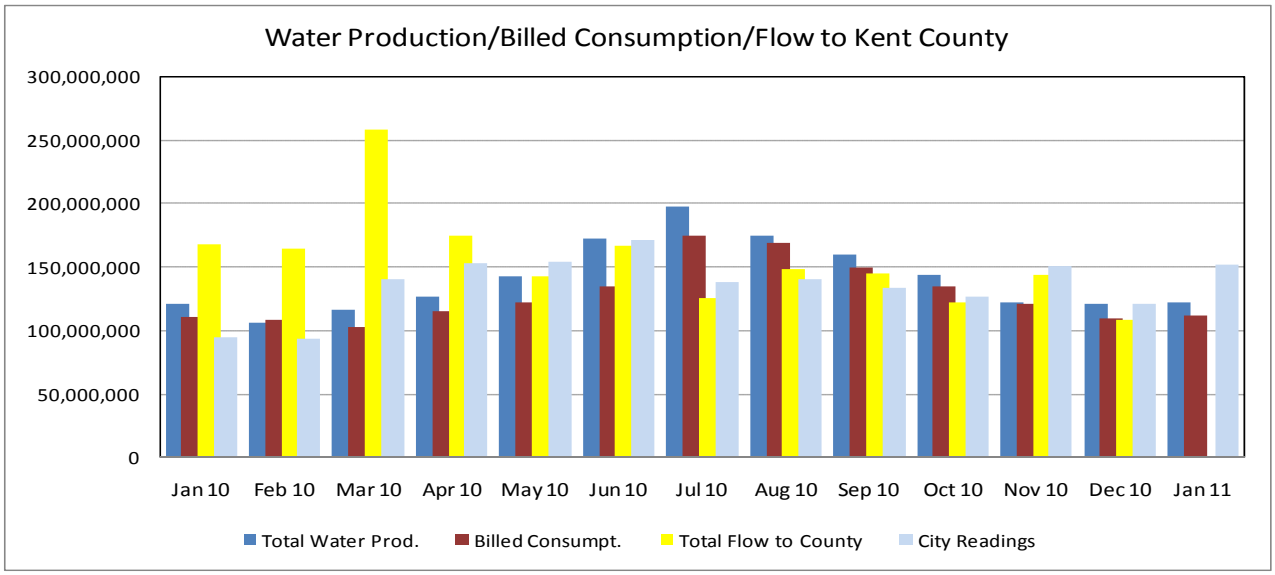
Electric Engineering Design

Major Program Updates	JANUARY 2011	JANUARY 2010	DIFF	FY 2011 YTD	FY 2010
Extensions Design Completed Within 30 days of complete Submission	-	-	-	-	3

New Underground Installation	% Completed	New Underground Installation	% Completed
• Kent General Hospital • Crossgates Development	*Ongoing* *Ongoing*	• Farthing Woods • Buchanan Acres	Ongoing Ongoing

PROGRAM UPDATES	JANUARY 2011	JANUARY 2010	FY 2011 YTD
Tree Trimming	246	168	1538
Number of Oil Releases	3	-	5
Lost Time Accidents – All Electric Utility Divisions	-	-	-
New Services	8	3	75
Major Goals Completed in the Past Two Months			

Water/Wastewater



ENGINEERING SUMMARY

Major Program Updates	JANUARY 2011	JANUARY 2010	DIFF	FY 2011 YTD	FY 2010
State and Federal Violations	0 violations	0 violations	-	-	-
Water Quality Complaints	1	11	-10	78	150
Plan Review Completed Within 30 days of Submission	3 plans 100%	8 plans 100%	-5 plans	94%	99%
Field Inspection Response within 48 hours of Request	100%	100%	-	100%	100%

Major Goals Completed in the Past Two Months
✓ Water main installation began for the proposed Dover Anchor Library.

OPERATIONAL SUMMARY

Task	JANUARY 2011	JANUARY 2010	Current FYTD
Water Production – Daily Average	3,950,871	3,892,129	1,042,188,000
Average Field Response Time (goal is < 30 minutes)	21.5	16.3	20.6
Water Mains Repaired	3	5	17
Water Service Lines Repaired	-	2	12
Wastewater Mains Repaired	-	5	6
Wastewater Service Lines Repaired	2	5	6
Sewer Lines Flushed – Linear Feet	26,181	73,831	519,308
Percentage of Flow Sent to Kent County vs. Gallons Billed (inflow/Infiltration monitoring)	100%	121%	104%
Total Water Meters in City Distribution System	13,893	13,772	65
Lost Time Accidents – All Water/Wastewater Divisions	-	-	2

CITY PLANNER'S MONTHLY REPORT

Public Services Group
P.O. Box 475
Dover, DE 19903
Phone: (302) 736-7010 Fax (302) 736-4217

January 2011

PERSONNEL

Dawn Melson-Williams and 3 Planning Commission members attended an APA Audio Web Conference "Retrofitting Corridors" that was held on January 19th at the Kent County Administration Building. The event was co-sponsored by the Delaware Chapter of APA and the Dover/Kent County MPO.

The Planning Office participated in a Staff Retreat held at the Community Services Building on January 31, 2011. Topics covered education and training opportunities, general office operations, and projects and priorities for the coming year.

EDEN HILL FARM TND

- In January, the follow-up inspection of Ann Moore Park showed completion of the installation of park furniture (benches, bike racks, trash cans). As a result, Final Certificates of Occupancy were issued for a series of seven townhouse units on Ann Moore Street. For the Residential District of Eden Hill Farm Traditional Neighborhood Design a total of 42 dwelling units are complete of the 51 permits approved for dwelling units. No additional permits were filed in January. Construction activity is ongoing on a series of seven townhouse units on South Greenberry Lane and two duplex units on Ruth Way where permits were previously issued.
- City Staff continues to work with the project developer Hill Farm Associates in regards to timely payment and installation of street lighting.
- Planning Staff comments were issued on January 6th for the Administrative Plan (MI-10-20) pertaining to lot revisions in a portion of Phase 2 of the Residential District. The proposed revisions focused on conversion of townhouse lots to a width of 20 feet and the conversion of some single family dwelling lots to duplex lots (as allowed by the Planning Commission). The review identified plan compliance issues with the Pattern Book standards as interpreted by Planning Staff. Following a meeting with the applicant in late January to discuss the matter, the applicant is reviewing their options and may request Planning Commission consideration of the issue.
- In January, there was no specific activity associated with the Professional Office, Medical & Financial District.
- For the Neighborhood Commercial District, no plan submissions (Check Prints) have been received since the Planning Commission's action on the Revised Implementation Plan (Revision #2-Updated Plan of October 1, 2010) in October.

COMPREHENSIVE PLAN IMPLEMENTATION

Planning Staff continues to focus efforts on the implementation items identified in the *2008 Comprehensive Plan* as amended.

- Planning Staff presented draft text amendments relating to solar and wind energy systems to the Utility Committee in January; the formal review process is expected to follow. Staff continues to work on a draft text amendment for the application processing provisions of *Zoning Ordinance*, Article 10.
- The set of Comprehensive Plan Amendments for 2011 (MI-11-01) was prepared for review and a First Reading setting the public hearing dates occurred on January 24th at the City Council meeting. The proposed amendments focus on items related to the creation and adoption of the Recreational and Open

Space Zone (ROS) with an update to Table 12-1: Land Use and Zoning Matrix and selected revisions to Map 12-1: Land Development Plan. Also there two applicant initiated amendments to the Land Development Plan map to be considered.

- The Planning Office Retreat also set a Work Plan for 2011 which continues to include various projects and ordinance development activities associated with the Comprehensive Plan Implementation.

Other Activities

New Dover High School Project (C-10-05) - Planning Staff continues to be involved in the various planning discussions and review activities related to the new Dover High School project proposed to be constructed Forrest Avenue (Route 8). Review of a *Land Subdivision Regulations* Waiver (Street Right-of-way width) for the project was originally scheduled for the January 26th Safety Advisory and Transportation Committee meeting; however, the meeting was cancelled due to inclement weather and was rescheduled for February.

PERMITTING AND LICENSING REVIEW

The Planning Staff is part of the Building Permit review process. Our activities involving reviewing specific types of permit applications for compliance with the *Zoning Ordinance* and for compliance with any conditions of approval from the Planning Commission, Board of Adjustment, or Historic District Commission.

Permits Reviewed (Issued)	January-11	Permits Reviewed YTD 2010	Permits Reviewed YTD 2011
Building Additions/Renovations Permits	12	16	12
Building Permits	2	12	2
Demolition Permits	3	3	3
Fence Permits	5	4	5
Sign Permits	9	12	9
Temporary Sign Permits	2	7	2
Swimming Pool Permits	0	0	0
Certificate of Occupancy	11	6	11
Total # Permits Reviewed (Issued)	**44**	**60**	**44**

CODE ENFORCEMENT

Case Type	# cases current month	# cases YTD	% staff initiated current month	% staff initiated YTD
No valid rental permit	1	1	100%	100%
No valid building permit	4	4	75%	75%
Tall grass and weeds	0	0	0%	0%
Unregistered vehicle	0	0	0%	0%
Abandoned vehicle	4	4	50%	50%
Annual Housing Inspection	32	32	97%	97%
Property Maintenance – Exterior	18	18	67%	67%

Electric Termination	0	0	0%	0%
Dover Code of Ordinances	47	47	47%	47%
Zoning	9	9	89%	89%
Total Cases	**115**	**115**		
Total # of Inspections	**318**			

The Code Enforcement Division and Fire Marshal's Office conducted joint inspections of several House of Pride properties on January 4, 2011. Numerous violations found during October 2010 inspections had not been corrected. The Code Enforcement Division also performed inspections of other House of Pride properties in late January and identified code violations that must be corrected. The Code Enforcement Division and Fire Marshal's Office coordinated closely with the Planning Office, as the violations relate to the Conditional Use review by the Planning Commission on January 18, 2011, where the Planning Commission required that all violations be corrected within 30 days or the Conditional Use Permit would be revoked. Follow-up inspections are scheduled for February.

COMMUNITY DEVELOPMENT

FISCAL YEAR 09-10 CDBG PROJECTS

Homeowner Rehabilitation Program FY09

Four (4) homes are underway (814 River Road, 40 Bertrand Drive, 508 Walker Road and 106 Gordon Place).

CDBG FY10 PROJECTS

Habitat for Humanity

Buyers are scheduled to go to settlement at the end of February.

First State Resource Conservation & Redevelopment Council (RC &D)

Emergency repairs have been completed on 12 homes in the City of Dover.

Homeownership Assistance Program

Two clients have purchased properties in the City of Dover.

Connections Community Support Program

Ten homeless individuals received motel vouchers for temporary housing for the month of January.

Neighborhood Stabilization Program (NSP)

The City was awarded $1,426,740 for the acquisition and rehab of foreclosed properties to be sold to qualifying families. A total of $1,249,467 has been expended on the acquisition and renovations for 8 properties. The remaining balance of $177,272 will be utilized for renovations and acquisition. Three properties have been sold, three are for sale, one is a lease purchase and one is a rental that serves persons with disabilities. The following lists the status of each NSP property:

218 Ann Avenue (sold)
343 Mimosa Avenue (sold)
907 Woodcrest Avenue (lease purchase)
1430 S. Hancock (group home)
337 N. Governors Avenue (for sale)
254 Green Blade Drive (sold)
302 Stonebrook Place (for sale)
11 Westover Drive (for sale)

MEETING REPORTS

Board of Adjustment:
The Board of Adjustment did not meet on January 19, 2011. The next regular scheduled meeting of the Board of Adjustment is scheduled for February 16, 2011.

Historic District Commission:
The Historic District Commission did not meet for the regular meeting on January 20, 2011. The next regular Historic District Commission meeting is scheduled for February 17, 2011

Planning Commission
The Planning Commission met on January 18, 2011 and took the actions summarized listed below. The next scheduled Planning Commission meeting is scheduled for February 22, 2011.

1. **Z-11-01 Lands of F&B Properties at 293 South Saulsbury Road** - Moved to forward recommendation of approval to City Council for rezoning from C-3/COZ-1 to C-2A/COZ-1.
2. **C-08-01 House of Pride at Properties on North New Street and South New Street** - Moved to grant an extension of thirty (30) days to allow this organization to come into compliance. 1) It should be noted as part of the motion that 35 N. New Street is not applicable and is specifically excluded. 2) That 16 N. New Street and 102 S. New Street being unoccupied, are also excluded from these matters and will include revocation of the Conditional Use for these two (2) properties. They could be brought back for Conditional Use in the future. If it fails, it would be a "go no go" on the 30th day of extension that you are there or you are not and that they are within full compliance within thirty (30) days. If it does not happen, then you have an attorney that can restore it and get it going again by doing it in another thirty (30) days where we could revisit the whole matter. The extension for thirty (30) days would start from today and would be a "go no go" where it would be a Staff administrative decision that would not have to come back before the Planning Commission. A subsequent amendment to the motion clarified the motion to state that each property would stand independent of one another; and if approval can be granted on any one of them, it would independently be given Conditional Use for one year and to be revisited at that time.

Submitted by:

Ann Marie Townshend

Ann Marie Townshend, AICP
Planning & Community Development Director

DOVER
FIRE DEPARTMENT



January
2011

DOVER FIRE DEPARTMENT

Established 1882

Delivered via January Monthly Report

March 14, 2011

Mr. Kenneth Hogan, Council President
PO Box 475
Dover, DE 19903

RE: Updated CIP (2010-2020 Apparatus Schedule)

Dear President Hogan:

As per the Haggerty and Haggerty recommendations approved by City Council on May 26, 2009, please find attached an updated Capital Investment Plan (CIP) for the years 2010 thru 2020.

Due to the current economic situation, I have thoroughly reviewed the apparatus schedule and determined that there is not a need to replace Engine 7 in fiscal year 2013 and have removed the purchase from the schedule. This revision should save the City of Dover approximately $594,997.00.

In lieu of replacing Engine 7, I am respectfully requesting to outfit Rescue 1 with Holmatro Equipment. Currently, Rescue 1 is the only piece of apparatus in the fleet that does not have this equipment (is equipped with outdated Hurst equipment that is over 20 years old). By outfitting with Holmatro, Rescue 1 will be consistent with other apparatus and equipment can be interchanged during an incident, if needed.

The cost to replace this equipment is $56,234.00 (copy of proposal attached) and will be a one-time expense.

If you have any questions, please do not hesitate to give me a call.

Yours in Service,

Jack I. Fortney, Jr.

Jack I. Fortney, Jr.
Fire Chief

103 South Governors Avenue ● Dover, Delaware 19904
Headquarters: (302) 736-7168 ● Fire Chief's Office: (302) 736-7167 ● FAX: (302) 736-7166

FISCAL YEAR 2010-2020 APPARATUS SCHEDULE

FISCAL YEAR 2010-2020 APPARATUS SCHEDULE												
Fiscal Year	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**	**Total**
Ladder 2	92,910	92,910	92,910	92,910	92,910							**464,550**
Engine 2 (555,000)	195,300	195,300										**390,600**
Engine 7 (585,000)												
Ladder 1 (920,000)			195,300	195,300	195,300	195,300	195,300	195,300	195,300			**1,367,100**
Engine 3 (600,000)						85,714	85,714	85,714	85,714	85,714	85,714	**514,284**
Engine 6 (615,000)							87,857	87,857	87,857	87,857	87,857	**439,285**
Engine 4 (630,000)										90,000	90,000	**180,000**
Holmatro Rescue 1			56,234									
Totals:	**288,210**	**288,210**	**344,444**	**288,210**	**288,210**	**281,014**	**368,871**	**368,871**	**368,871**	**263,571**	**263,571**	

EQUIPMENT, INC.

Sales • Service • Training • Installations
Emergency Services Equipment

holmatro rescue equipment

Holmatro CORE Rescue Systems Bid Proposal
Dover Fire Company, DE

1/19/2011

Quantity	Part Description
2	CORE DPU 31 Honda Duo Pump**, LED Lighting, 52 lbs
1	CORE 4035NCT 5.66" Cutter*** 57,320 lbs Cutting, 33.5 lbs
1	CORE 4050NCT 7.5" HD Cutter *** 208,000 lbs Cutting, 40.5 lbs
1	CORE 4150UL Combi Tool*** 16,166 lbs Sprd, 67,600 lbs Cut, 35 lbs
1	CORE 4240UL 27" Spreader*** 33,625 lbs Spread, 41.5 lbs
2	HRS22 Ram Support Device
2	CORE 4340 Mini T-Ram** 49,145/18,210 lbs Sprd, 12"-23" Rng, 27 lbs
2	CORE 4350 Medium T-Ram** 49,145/18210 lbs Sprd, 21"-50" Rng, 40 lbs
1	ESI Custom Installation
1	1/2 Gallon Mineral Oil
1	Limited Life-Time Warranty
1	One-Year Service Contract on Above Equipment
1	Delivery & Prep Fee (Includes Fuel)
	TOTAL SALE PRICE **$ 56,234**

*** UL Listed Tools**
**** NFPA Compliant**
***** Both UL & NFPA**

Bid Prices Valid For 90 Days From Date Of Proposal

Respectfully Submitted,

Patrick K. Grubb
Vice President

Headquarters:
440 Horsham Road, Suites 4 & 5
Horsham, PA 19044
267-803-1440
Fax: 267-803-1447

1-800-574-8228

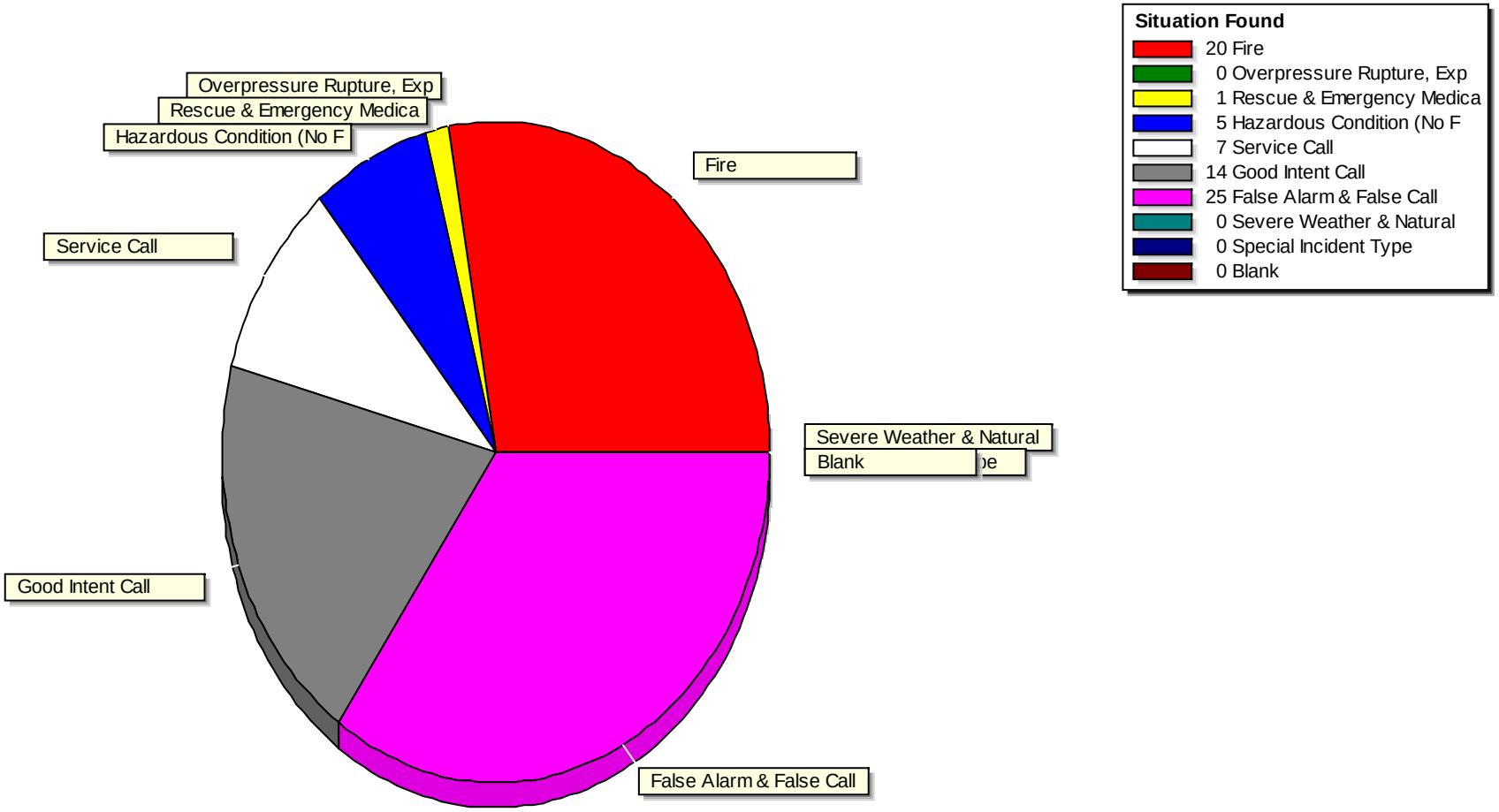
esiinfo@cavtel.net
www.esiequipment.com

Central Office:
717-354-2310
Fax: 717-354-8431
West Office:
412-287-2218
Fax: 412-264-0890

Incidents by Situation Found

Dover Fire Department

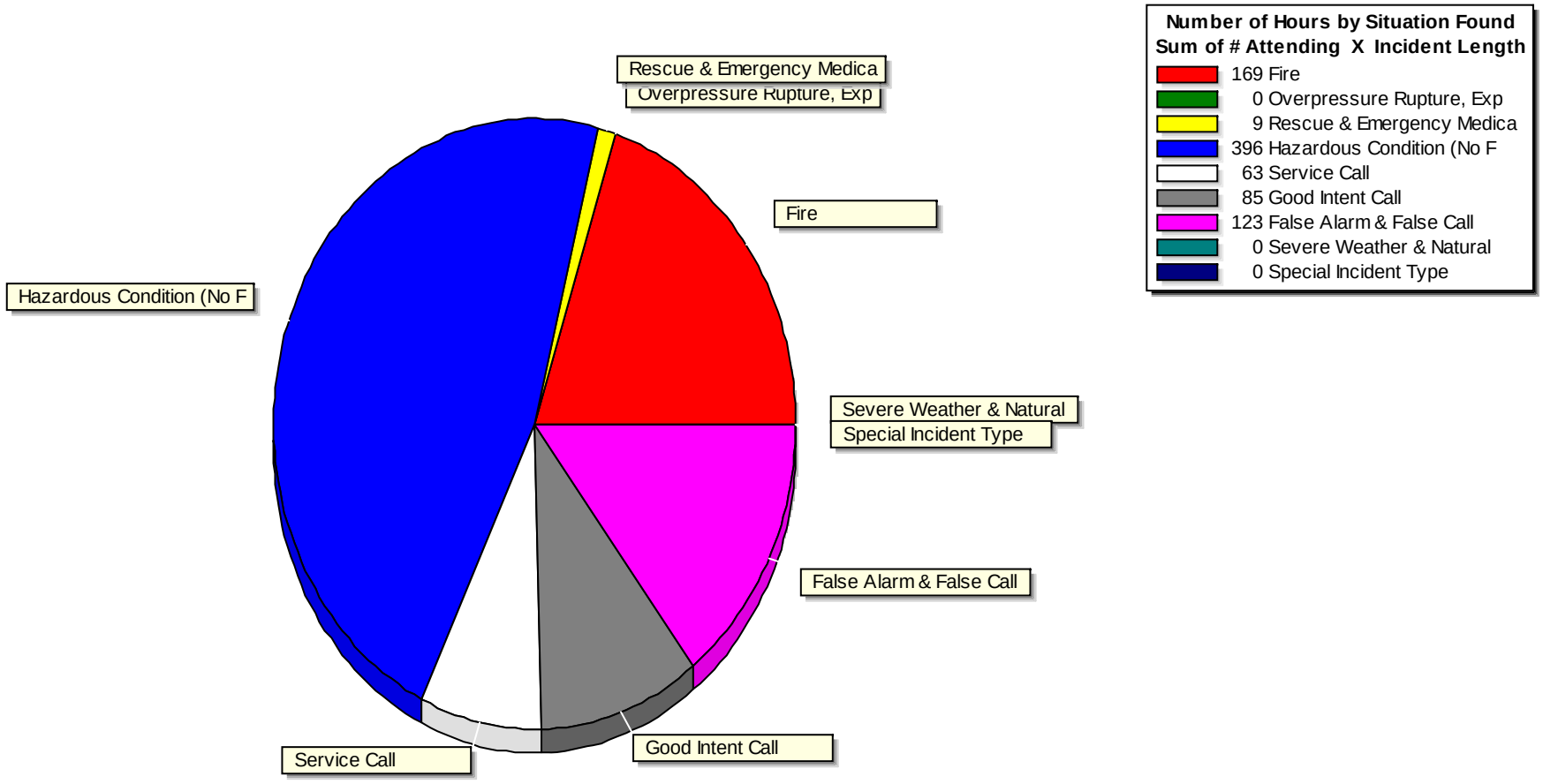
Date Range: From 01/01/2011 to 01/31/2011



Manpower Hours by Sitation Found

Date Range: From 01/ 01/ 2011 to 01/ 31/ 2011

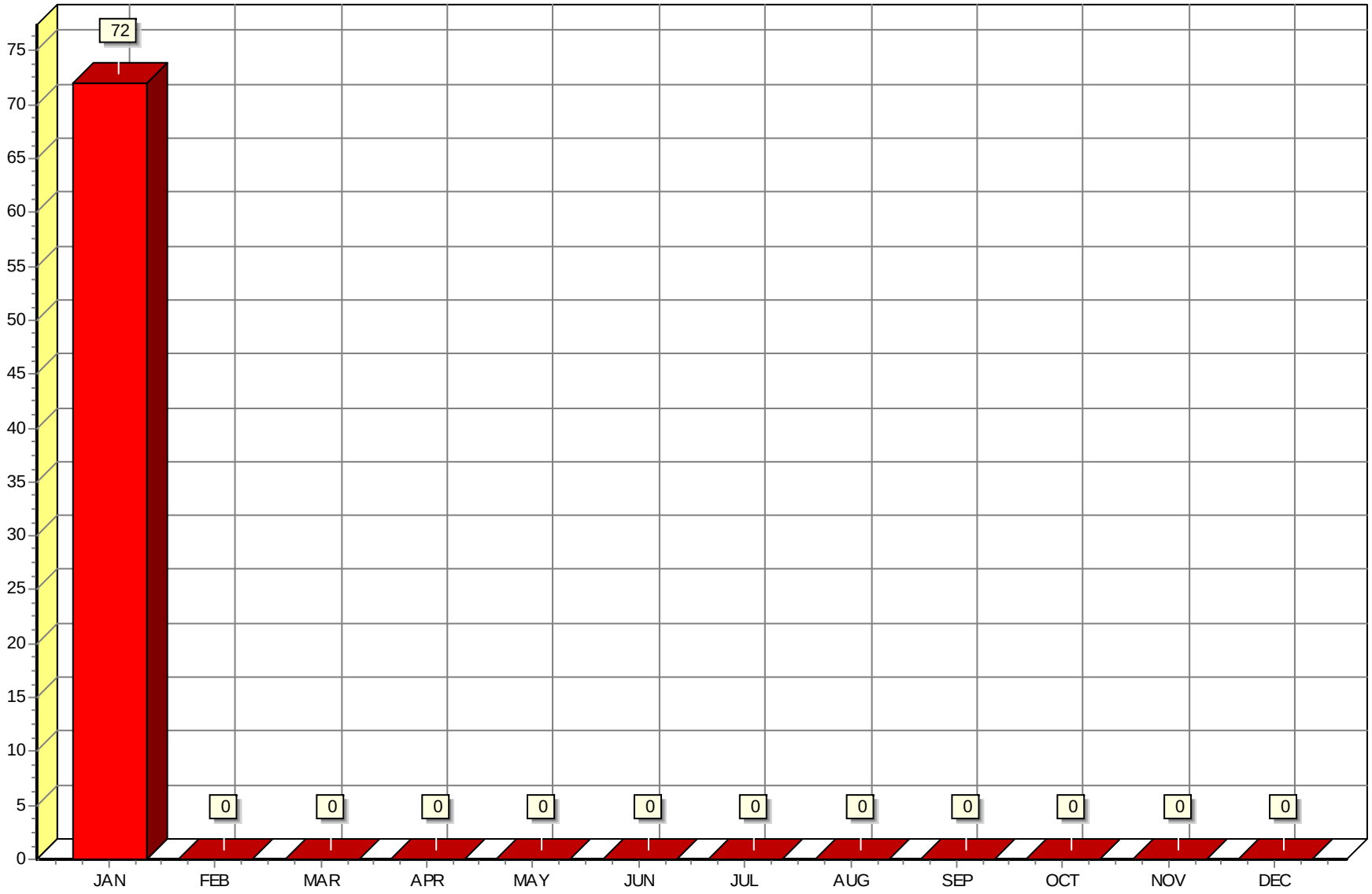
Dover Fire Department



Alarms by Month of Year

Dover Fire Department

Date Range: From 01/01/2011 to 01/31/2011



Incident Run Log

Dover Fire Department

Date Range: From 01/01/2011 to 01/31/2011
Company: All Companies
Sorted by: Incident Number

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
01/01/2011	30046	2011-000001	14:54	19	SUTTON DR		Cooking fire, confined to container
		Call for an AFA, alarm company contacted the residence and they advised accidental/unattended cooking; however, they did not have proper pass code. Dover 16 responded and investigated to find a pot on the stove with nothing in it. Placed under control and returned.					
01/01/2011	30046	2011-000002	22:14	1200	N DUPONT HWY		Good intent call, other
		POPCORN IN MICROWAVE.					
01/02/2011	30046	2011-000003	13:50	816	LINCOLN ST		Cooking fire, confined to container
		RESPONDED TO THE ABOVE ADDRESS FOR A REPORT OF AN AUTOMATIC FIRE ACTIVATION. AN INVESTIGATION FOUND UNATTENDED COOKING WAS THE CAUSE OF THE ACTIVATION.					
01/02/2011	30046	2011-000004	22:52	2030	GENERALS WAY	B	Cooking fire, confined to container
		UNATTENDED COOKING TRIPPED SMOKE DETECTOR. NO FURTHER ACTION. TURNED OVER TO BUILDING MAINTENANCE.					
01/03/2011	30046	2011-000005	11:54	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional
		AFA, 2nd floor west smoke detector activation, call from DES. Security called and advised contractors in the building set off the detector, no need for fd. University Village building 3					
01/03/2011	30046	2011-000006	12:58	1450	FORREST AVE		Gasoline or other flammable liquid spill
		Call for a gasoline spill at the fuel pumps (10-15 Gallons). Upon arrival, crews helped place stay dry down to contain the spill. The fuel came from a line disconnected from the fuel pump.					
01/03/2011	30046	2011-000007	13:14	708	WILLIAM ST		System malfunction, other
		Call for a general fire alarm at building 708. Upon arrival, crews found the system all ready reset. Scene turned over to FM4					
01/04/2011	30046	2011-000008	11:55	800	N STATE ST		Service Call, other
		Call from DPD to assist them with retrieving a gun from Silver Lake (in the area of the bridge near McGlynns). Crews responded and entered the water with an ice suit on to retrieve the gun which was then given to DPD.					
01/05/2011	30046	2011-000009	20:47	826	S BRADFORD ST		Cooking fire, confined to container
		Unattended Cooking					
01/05/2011	30046	2011-000010	21:47	239	N NEW ST		Cooking fire, confined to container
		The Dover Fire Department responded to 239 N New St in reference to an unattended cooking incident. On arrival, contacted the resident who had over cooked food on the stove. The fire department set up positive pressure to remove the smoke then returned. No further action taken.					
01/05/2011	30046	2011-000011	22:59	1580	S DUPONT HWY		Good intent call, other
		Responded for a gas leak. Arrived and searched the area but met with negative results.					
01/06/2011	30046	2011-000012	05:13	132	S NEW ST		False alarm or false call, other
		Units responded for a pull station activation in zone 3 of the above address. Crews investigated and found no pull station pulled and no alarm was sounding . Scene was turned over to respondent for further. Officers Notes: Attempt to contact management ref no alarm panel in the building being investigated.					
01/06/2011	30046	2011-000013	17:41	640	S STATE ST		Water problem, other
		The Dover FIre Department responded to Bayhealth ER in reference to a possible fire in a first floor bathroom. E-4 arrived and investigation revealed that a mental patient in the custody of DSP had gone into a bathroom and damaged the sprinkler head which activated the sprinkler system. DFD personnel and building maintenance secured the water to the sprinkler system and Rescue 54 responded to the scene and assisted DFD personnel and hospital staff with water removal. City FM 4 was alerted and made a response to the scene. Once the water was removed from the hallways, all fire department personnel returned to Headquarters.					
01/06/2011	30046	2011-000014	19:03	300	HIAWATHA LA		System malfunction, other
01/06/2011	30046	2011-000015	19:10	135	HAMAN DR		False alarm or false call, other
		Responded to building 135 Haman Drive for an alarm activation. On arrival, contacted maintenance who advised that a dryer hose had become dislodged and acitvated the alarm system. No further action taken.					
01/06/2011	30046	2011-000016	21:54	224	BRADLEY RD		Service Call, other
		DFD responded to 224 Bradley Rd in reference to a gas leak inside the residence. On arrival, it was learned that the odor of gas was actually two kerosene heaters in the garage. Chesapeake utilities was notified to respond to the scene to turn on the gas to the residence that DFD personnel had shut off. No further action taken.					
01/07/2011	30046	2011-000017	02:36	51	WEBBS LA	N	Vicinity alarm (incident in other location)
		The Dover Fire Department responded to 51 Webbs Lane in reference to a smoke investigation. On arrival crews checke the building but met with negative results. No further action taken.					
01/07/2011	30046	2011-000018	09:51	150	SAULSBURY RD		Water problem, other
		BROKEN WATER LINE IN CEILING TRIPPED ALARM SYSTEM. SHUT DOWN WATER LINE AND CONTACTED SIMPLEX GRINNEL TO FIX SYSTEM. TURNED OVER TO MAINTENANCE AND F.M. 4.					
01/07/2011	30046	2011-000019	10:08	130	MAPLE GLENN DRIVE		Good intent call, other
		REPORTED AS A ODOR OF GAS. NOYHING FOUND.					
01/07/2011	30046	2011-000020	21:10	17	SPRUANCE RD		Cooking fire, confined to container

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
					The Dover Fire Department responded to 17 Spruance Rd in reference to an alarm activation. On arrival, firefighters located unattended cooking which caused the alarm to activate. No damage. No action taken.		
01/08/2011	30046	2011-000021	03:21	880	TOWNSEND BLVD		Electrical wiring/equipment problem, other
					The Dover Fire Department responded to 880 Townsend Blvd in reference to an electrical fire. On arrival, crews checked the basement room in question and located the electrical outlet that appeared to have taken a power surge. E3's crew secured the power to the outlet and advised the resident to contact an electrician. No further action taken.		
01/08/2011	30046	2011-000022	22:52	1225	WALKER RD		Smoke detector activation, no fire - unintentional
					On site manager stated steam from kitchen set off smoke detector. After walk though by crews scene was cleared.		
01/09/2011	30046	2011-000023	15:34	118	SHADOW CT		Building fire
					The Dover Fire Department responded to 118 Shadow Court in reference to a house fire. On arrival, E4 officer (15) observed a two story residence with fire showing from the attic area above the garage area. E4 established a water supply from the hydrant at Baker Turn and Shadow Court. E4's crew advanced a preconnect line into the residence and E3 arrived and pulled a second preconnect line. L2 was directed to position at the rear of E4 and assist with a search of the residence, as well as place ground ladders to the residence. Engine 41-6 arrived and assisted the interior crews and E54-5 was assigned as the RIT. E2 arrived and their crew was instructed to stage for manpower pull. The crews quickly extinguished the fire and overhaul was completed. City Fire Marshals, FM-1 and FM-2, were notified and responded to the scene.		
01/10/2011	30046	2011-000024	10:40	4568	S DUPONT HWY		Cover assignment, standby, moveup
					Assist station 41 with a reported bldg fire at the Texas Roadhouse.		
01/11/2011	30046	2011-000025	13:47	101	BABB DR		Good intent call, other
					Dispatched for an odor investigation. RP relates to "not feeling well" when he gets up in the morning and would like his apartment to be checked for a possible CO leak. Upon arrival, the RP was in the ground floor lobby being attended to by EMS. Crews went to the RP's apartment and found no hazards. Multi-gas detector readings were all normal. EMS obtained a pt refusal and the RP was not transported. RP was informed there were no hazardous conditions in his apartment. Cleared the scene.		
01/12/2011	30046	2011-000026	04:33	1407	N DUPONT HWY		System malfunction, other
					System malfunction nothing was found after a complete walk through.		
01/12/2011	30046	2011-000027	04:33	1080	SILVER LAKE BLVD		Good intent call, other
					E4 and Ladder 2 responded to an automatic alarm at the above address, Capt. Hall established command and crews from E4 and Ladder 2 were sent to investigate the problem. Upon investigation crews found steam from a pot in the kitchen area had set off the smoke detector m1-21. Capt. Hall placed the scene under control and turned the building back over to the night staff. Units cleared.		
01/13/2011	30046	2011-000028	03:24	631	MAPLE PARKWAY		Building fire
					The Dover Fire Department responded to the above address in reference to a building fire. On arrival, E4 officer (15) reported a one story residential with fire showing. E4's crew (Rhoades/LeCompte) advanced a preconnect line into the residence for fire supression. E3 arrived and E3's crew (Reeder/Nitsch) advananced a second preconnect line into the residence to assist with fire supression. E2 and E54-5 arrived on location and conducted primary and secondary searches. Rescue 43-6 arrived and set up for RIT operations. L2 arrived and staged. Crews encountered fire condition on the first floor and the basement area but same was quickly extinguished. Overhaul was completed and the scene was turned over to the City of Dover Fire Mardhal's office. A63 and KM5 remained on scene until being released by command.		
01/13/2011	30046	2011-000029	11:31	1203	WALKER RD		Fuel burner/boiler malfunction, fire confined
					Arrived on location maintenance personnel met firefighters at the front door and stated their was a heater malfunction on unit 3. Maintenance secured the power to the unit prior to FD arrival. Crew checked same. No further action taken by FD.		
01/13/2011	30046	2011-000030	15:36	110	S NEW ST		Cooking fire, confined to container
					E4 responded to the above address for report of an automatic fire alarm. While enroute dispatched advised it was poss unattended cooking. E4 arrived and crews found it to be under control due to unattended cooking. The alarm was reset by HOP maintenance prior to our arrival. Unit cleared and returned to quarters.		
01/14/2011	30046	2011-000031	11:01	1886	LYNNBURY WOODS RD		Dispatched & canceled en route
					CALLED TO ASSIST STA.43 ON A BUILDING FIRE. UNITS CANCELLED EN ROUTE		
01/14/2011	30046	2011-000032	11:53	41	Shinnecock rd		False alarm or false call, other
					STEAM FROM A CLOTHES IORN SET OFF THE 2ND FLOOR SMOKE DETECTOR		
01/14/2011	30046	2011-000033	14:43	1200	N DUPONT HWY		False alarm or false call, other
					Unattended cooking third floor		
01/14/2011	30046	2011-000034	17:29	1289	WALKER RD BUILD M		Gas leak (natural gas or LPG)
					Gas leak inside resident Apt. of M22. Crew from E3 investigated to find the pilot light on the stove was the issue. The gas and the electric was secured to the stove as well as the hot water heater. Chesapeake was requested to respond to the scene. Scene was placed under control and all units returned.		
01/14/2011	30046	2011-000035	22:25	41	GREENTREE DR		Alarm system activation, no fire - unintentional
					Workers cleaning the floors with a floor buffer accidentally set the alarm off.		
01/15/2011	30046	2011-000036	13:37	32	W LOOCKERMAN ST		Water problem, other
					Dispatch to a water flow investigation. On scene E4 and L2 crews determined it was a overfilled bath tube by a resident on second floor with water leaking to the first floor. The apt residents secured the water. Units returned prior to maintenance arriving on the scene.		
01/15/2011	30046	2011-000037	14:22	1200	N DUPONT HWY		Cooking fire, confined to container
					Dispatched to a AFA at the above location. While en route, was advised that DSU Security relates unattended cooking on the 2nd floor. Upon arrival, crews investigated and found unattended cooking in the 4th floor day room. Situation under control, no need for mechanical ventilation.		
01/16/2011	30046	2011-000038	05:00	684	FOREST ST		Cooking fire, confined to container
					Dispatched to an AFA at the above location. Upon arrival, crews investigated and found unattended cooking within the structure. No need for mechanical ventilation, cleared the scene.		

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
01/16/2011	30046	2011-000039	14:45	644	KENTLAND AVE		Vicinity alarm (incident in other location)

Smoke detectors activated by unknown reasons throughout the house. Made forcible entry to the rear door of the residence, with negative findings. Secured door and notified DSP.

01/16/2011	30046	2011-000040	15:17	1005	N DUPONT HWY		Alarm system activation, no fire - unintentional

Dispatched to Tony's Bella Villa Pizza 1053 N Dupont Hwy for water flow alarm. Alarm activation was due to hydrant # 721 being broken off due to an MVC. No alarm panel in business, an audible alarm could be heard form a locked utility room on side C two doors down from 1053. Occupant contacted bldg to reset alarm.

01/16/2011	30046	2011-000041	21:33	19	SHINNECOCK RD		Smoke detector activation due to malfunction

The Dover FIre Department responded to 19 Shinnecock Road in reference to a alarm at that residence. On arrival crews from E4 and E3 checked the residence but had negative results. The homeowner was advised to contact their alarm company to have the system cjecked. No further action taken.

01/17/2011	30046	2011-000042	19:34	1300	S FARMVIEW DR	C	Steam, vapor, fog or dust thought to be smoke

REPORTED AS SMOKE COMING FROM 1ST FLOOR O BUILDING C. UPON INVESTIGATION, FOUND OUT THAT SOMEONE HAD DISCHARGED A DRY CHEMICAL IN HALLWAY.

01/18/2011	30046	2011-000043	07:42	136	GREENTREE DR		System malfunction, other

RESPONDED TO THE ABOVE ADDRESS FOR A REPORT OF AN AUTOMATIC FIRE ALARM ACTIVATION. AN INVESTIGATION FOUND A MALFUNCTION WITH THE SPRINKLER TAMPER VALVES. NO FIRE CONDITION WAS FOUND.

01/18/2011	30046	2011-000044	10:34	299	N DUPONT HWY		Alarm system activation, no fire - unintentional

RESPONDED TO THE ABOVE ADDRESS FOR A REPORT OF AN AUTOMATIC FIRE ALARM ACTIVATION. AN INVESTIGATION FOUND A TRASH CAN WAS PUSHED INTO A FIRE PULL-STATION, CAUSING THE ACTIVATION. NO FIRE CONDITION WAS FOUND.

01/18/2011	30046	2011-000045	19:56	1365	N DUPONT HWY	3000	Malicious, mischievous false call, other

E4 and Rescue 54 responded to the above address for report of a automatic fire alarm. Units responded from Silver Lake due to Ice Rescue Training. While enroute units were updated that it was a pull station activation near the Boscovs entrance . Crew from E4 advised that it was a pull station near the door and the situation was under control. Scene was turned over to Mall Security. Units cleared.

01/19/2011	30046	2011-000046	17:20		E LEBANON RD		Good intent call, other

Engine 7 was disaptched for a vehicle fire on West bound lane of East Lebanon Road. On arrival found a Jeep Cherokee over heating on the shoulder of the roadway. No further action by DFD.

01/20/2011	30046	2011-000047	19:00	60	THE PLAZA		Smoke detector activation, no fire - unintentional

Responded to the above address in reference to an alarm sounding. On arrival, crews were met by building maintenance who advised the system was malfunctioning. No further action taken.

01/20/2011	30046	2011-000048	23:43	260	N GOVERNORS BLVD		Carbon monoxide incident

The Dover Fire Department responded to 260 N Govs Blvd in reference to a possible gas leak inside the residence. On arrival, E4's crew located a gas generator that had been running inside the residence. Investigation rvealed the residence had electric shut off earlier in the day and the resident was using the generator as the power source. Two occupants of the residence were transported to Kent General for evaluation by A63. A positive pressure fan was utilized to remove the fumes from the residence. No further action taken.

01/21/2011	30046	2011-000049	09:42	30	Loockerman plaza		Good intent call, other

DFD was dispatched to an AFA at 30 Loockerman Plaza. Occupant called back and stated they were performing Dry wall work on the second floor and forgot to call in and put the system on test. I cancelled the alarm and continued in to confirm same. No further Action by DFD.

01/22/2011	30046	2011-000050	08:49	110	S NEW ST		Unintentional transmission of alarm, other

SAWDUST SET OFF ALARM.

01/22/2011	30046	2011-000051	11:48	211	DELAWARE AVE		False alarm or false call, other

The DOvedr FIre Department responded to Central Middle School in reference to an alarm sounding at that location. On arrival, E4's crew completed a walk through and located anti-freeze leaking onto a detector in the female's locker room. Maintenance was on scene and made aware of the situation and the scene was subsequently turned over to building maintenance. No further actioin taken.

01/22/2011	30046	2011-000052	19:38	51	SAULSBURY ROAD		Good intent call, other

Crews from 41, 43, 51 and 54 responded to the above address in reference to an unknown problem. On arrival, crew located the refrigerator had a problem that was making a rumbling noise. No further action taken.

01/22/2011	30046	2011-000053	20:37	183	WILLIS RD		Electrical wiring/equipment problem, other

Crews responded to the above address in refence to an electrical problem. The crews located a outlet that had taken a power surge. The power was secured to the affected area. No further action taken.

01/23/2011	30046	2011-000054	01:31	18	GREENHILL AVE		False alarm or false call, other

Crews reponded to the above addres in refence to an alarm sounding. Crews checked the building but met with negative results. No further action taken.

01/23/2011	30046	2011-000055	17:46	133	ROOSEVELT AVE		Building fire

The Dover Fire Department responded to 133 Roosevelt Ave in reference to a building fire with person(s) possibly reported trapped. E4 arrived and found smoke showing from a two and a half story residence. E4 officer (15-Fortney) assumed command and E4's crew advanced a single preconnect line to the rear of the residence for fire supression. Ladder 2 arrived and performed venitlation on the first floor. The fire was contained to the kitchen area and was quickly extinguished. E6 and E3 arrived and staged. E54-5 and 41-3 were enroute but were instructed prior to their arrival. An occupant from the residence received minor burns to her right hand amd wrist area and her right shoulder area. The subject (Camilla Haywood) was transported to Bayhealth ER by A63. FM 2 repsonded to the scene and FM 1 responded to the hospital. The fire scene was placed under control and subquently turned over to FM 2.

01/24/2011	30046	2011-000056	17:53	51	WEBBS LA	E	Cooking fire, confined to container

E4, E3,E2, ALL RESPONDED TO THE ABOVE ADDRESS FOR REPORT OF SMOKE IN THE BUILDING. E4 ARRIVED AND CREWS INVESTIGATED SAME FINDING UNATTENDED COOKING IN THE BOTTOM FLOOR APARTMENT. SCENE WAS TURNED OVER TO MAINTENANCE FOR FURTHER.

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
01/24/2011	30046	2011-000057	18:08	480	COUNTRY DR		Cooking fire, confined to container
		Unattended cooking Apt J, no need for Mech. ventilation.					
01/24/2011	30046	2011-000058	18:32	410	FEDERAL ST		Smoke detector activation due to malfunction
		ALARM MALFUNCTION.					
01/24/2011	30046	2011-000059	23:00	904	WHATCOAT DR		Local alarm system, malicious false alarm
		Fire Alarm pull station on 2nd floor hallway pulled. No fire or smoke found.					
01/25/2011	30046	2011-000060	06:44		NAULT RD		Extrication of victim(s) from vehicle
		Dispatched to MVC subject trapped, in route was notify that patient self extricated from the vehicle. Assignment was reduced to E-2. On arrival confirmed an MVC, single vehicle rolled over in the roadway. DSP and A63 where on location prior to our arrival. A-63 had one patient refusal. E-2 crew disconnected the car's battery. Scene turned over to DSP.					
01/25/2011	30046	2011-000061	12:03	10	FAIRWAY LAKES DR	B	Cooking fire, confined to container
		Unattended cooking Apt. B13. Alarm was reset prior to arrival dispatch notified FM.					
01/27/2011	30046	2011-000062	09:30	110	S NEW ST		Cooking fire, confined to container
		E4 MADE A RESPONSE AND WHILE RESPONDING WERE ADVISED THAT IT WAS UNATTENDED COOKING. CREWS INVESTIGATED SAME AND FOUND UNATTENDED COOKING ON THE SECOND FLOOR . SCENE WAS TURNED OVER TO FM-2 FOR FURTHER.					
01/27/2011	30046	2011-000063	12:38	910	WHATCOAT DR		Smoke or odor removal
		WRITER RESPONED TO THE ABOVE ADDRESS FOR REPORT OF THE FIRE ALARM GOING OFF DUE TO SUBJECTS SMOKING MARIJUANA. DOVER POLICE WAS ALSO NOTIFIED. WRITER AND DOVER PD ARRIVED ON SCENE AND INVESTIGATED FINDING NOTHING BUT CIGARETTES IN THE THIRD FLOOR HALLWAY. ALARM WAS SOUNDING AND MAINTENANCE WAS NOTIFIED. ALL UNITS CLEARED.					
01/27/2011	30046	2011-000064	18:57	246	CAMEO CT		Good intent call, other
		WRITER RESPONDED TO ABOVE LOCATION AND FOUND THAT THE ALARM WAS SOUNDING INSIDE THE TRAILER. AFTER INVESTIGATING NO ANSWER COULD BE OBTAINED AT EITHER DOOR OF THE RESIDENCE AND THE OWNERS VEHICLE WAS IN THE DRIVEWAY. AFTER SPEAKING WITH NEIGHBORS WRITER LEARNED THAT THE RESIDENT IS AN ALCHOHOLIC AND IS A MENTAL PATIENT AS WELL. WRITER HAD E-3 MAKE A RESPONSE AS WELL AS DOVER PD DUE TO FORCING ENTRY . E3'S CREW WAS ABLE TO OBTAIN ACCESS TO A WINDOW AND FOUND THE RESIDENT PASSED OUT INTOXICATED IN HER BEDROOM. AFTER A BRIEF NEGOTIATION THE RESIDENT FINALLY ALLOWED ACCESS TO THE RESIDENCE. NO CO WAS FOUND BY THE INVESTIGATING CREWS. ALL UNITS CLEARED.					
01/27/2011	30046	2011-000065	19:02	446	COUNTRY DR		Smoke detector activation, no fire - unintentional
		Dispatched for Smoke Detector activation. Div 1 smoke dect. activated in Bldg 438, due to water leaking. possibility from roof. Fire Alarm was silenced but not reset, bldg turned over to Scott from maintenance and He was advised Bldg placed on FIRE WATCH until Alarm system is placed back in service.					
01/28/2011	30046	2011-000066	17:19	338	KENTLAND AVE		Cooking fire, confined to container
		Dispatched to an AFA at a residence. While en route, dispatch advised they received a call back from the alarm company wishing to canx due to unattended cooking. Held response to a single engine. Upon arrival, crews investigated and found burnt chicken. No extension or need for mechanical ventilation. Under control and returned to qtrs					
01/28/2011	30046	2011-000067	22:41	1200	N DUPONT HWY		Alarm system activation, no fire - unintentional
		Dispatched for fire alarm activation, no contact from DSU security. Upon arrival DSU security were out in front of Bldg. They indicated they had checked the bldg with negative results. Alarm panel indicated zone 5, second floor. E-4 crew checked second floor no activation noted. bluiding turned over to DSU security.					
01/29/2011	30046	2011-000068	08:46	251	NORTHDOWN DR		Smoke detector activation due to malfunction
		Smoke detector activation third floor master bedroom. Made forcible entry front after checking all windows and other doors. Dispatch was given to two numbers to call no answers on both.					
01/29/2011	30046	2011-000069	23:44	272	N DUPONT HWY		No incident found on arrival at dispatch address
		Units were held in station per Dover 15. DPD was on scene advising no fire.					
01/30/2011	30046	2011-000070	13:05	2030	GENERALS WAY	B	Smoke detector activation, no fire - unintentional
		Dispatched for automatic fire alarm. upon investigation e-4 crew found occupant in B306 had been cooking bacon and it created smoke when they opened their door the smoke defector activated.					
01/31/2011	30046	2011-000071	12:21	1245	N DUPONT HWY		Cooking fire, confined to container
		Engine 6 made a response to 1245 N. DuPont Hwy, Quiznos for burning odor in the burning. On arrival Engine 6's crew found an electrical odor and a slight haze in the rear of the store. Crew investigated and found the Tea maker ahd shorted out and electrical components burned within the unit. Crews unplugged and removed same. Engine 6 cleared.					
01/31/2011	30046	2011-000072	21:13	950	WHATCOAT DR		Cooking fire, confined to container
		Unattended cooking, fire extinguished prior to our arrival. Dispatch notified property manager to reset alarm.					

Total Incidents: 72

FY 10-11 City Funded Account Balance Sheet

ACCOUNT	BUDGET	SPENT	BALANCE
Apparatus Repairs & Maintenance	$ 60,500.00	$ 49,766.90	$ 10,733.10
Gasoline	$ 21,000.00	$ 8,710.96	$ 12,289.04
Medical Supplies	$ 700.00		$ 700.00
Other Equipment Repairs	$ 4,000.00	$ 714.00	$ 3,286.00
Program Expenses	$ 34,630.00	$ 11,970.65	$ 22,659.35
Radio Repairs	$ 2,000.00	$ 802.62	$ 1,197.38
Safety & Security	$ 3,150.00	$ 506.76	$ 2,643.24
Small Tools	$ 4,800.00	$ 1,953.26	$ 2,846.74
Uniforms & Firefighting Gear	$ 26,100.00	$ 11,768.56	$ 14,331.44
Building Expenses- Electricity	$ 53,820.00	$ 29,600.94	$ 24,219.06
Building Maintenance Supplies	$ 1,950.00	$ 1,089.98	$ 860.02
Heating Expenses- Gas	$ 20,000.00	$ 5,360.82	$ 14,639.18
Telephone	$ 19,340.00	$ 9,052.01	$ 10,287.99
Water & Sewer	$ 2,150.00	$ 2,005.14	$ 144.86
Contractual Services	$ 16,587.00		$ 16,587.00
Training & Travel	$ 8,365.00	$ 5,371.00	$ 2,994.00
Pension	$ 3,500.00		$ 3,500.00
Office Supplies	$ 2,200.00	$788.61	$ 1,411.39

Balance as of: 01/31/11

City of Dover
Capital Investment Plan
Project Tracking Report
January 31, 2011

Points to Remember -

* Original Project Budget = Original Total Project Budget initially included in approved annual budget.
* Latest Project Budget = Revised Total Project Budget included in most recent approved annual budget or one of the following: bond resolution, revolving fund loan agreement, Council approved budget amendment, or City Manager approved amendment as per the Budget Amendment Procedure.
* Current Fiscal Year - Revised Fiscal Year Budget = Current Year approved project budgets plus carry forward balances of unspent budgets in the prior fiscal year. Project Carry Forward balances will be submitted to City Council for amendment in January 2010. Can also be amended with City Manager approval per the Budget Amendment Procedure.
* Water Quality, Inflow/Infiltration, Distribution Upgrades and New Development projects are budgeted as a blanket project and once individual projects are identified and estimated they are created using an allocation of the overall budgeted amount.
* Status and Comments provided by City Manager.
* For Finance purposes projects are considered completed when placed in service and **all** charges have been processed.

Current Year Budget Funding Sources	General	Community Transportation	Water & Wastewater	Electric	Total CIP
Budget Balance	$ 113,156	$ -	$ -	$ -	$ 113,156
Project Carry Forward Balances	88,083	-	953,238	850,736	2,729,628
Federal and/or State Grants	4,270,348	1,000,000	45,248	135,152	5,450,748
New Revolving Fund Loans	-	-	863,060	-	863,060
Carry Forward Construction Loan Balances	-	-	8,001,973	254,757	8,256,730
Bond Proceeds	-	-	-	415,585	415,585
Impact Fees	-	-	758,821	-	758,821
Income from Sale of Assets	-	-	-	-	-
Parkland Reserve	36,872	-	-	-	36,872
Library Reserve & Contributions	3,363,732	-	-		3,363,732
Transfer from Operating Funds	1,019,629	300,000	58,709	2,797,792	4,176,130
Interest Earned	10,900	-	-	40,700	51,600
Total Funding Sources (Unaudited)	$ 8,902,720	$ 1,300,000	$ 10,681,049	$ 4,494,722	$ 26,216,062

City of Dover
General Fund - Major CIP Projects
January, 2011

	Hide			TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY2009**											
2	LB0901	M/G	New Library Project	$ 18,200,000	$ 24,679,934	$ 1,356,957	$ 23,322,977	5.5%	$ 6,687,039	$ 7,630,663	$ 619,891	8.1%	Started	Bid Pack A - constuction started / Bid Pack B - bidding started.
3			**Totals - FY09**	$ 18,200,000	$ 24,679,934	$ 1,356,957	$ 23,322,977	5.5%	$ 6,687,039	$ 7,630,663	$ 619,891	8.1%		
4														
5			**FY2010**											
6	PR1001		Pitts Center Addition	50,000	40,000	28,629	11,371	71.6%	-	36,872	25,501	69.2%	Complete	Complete.
7			**Totals - FY10**	$ 50,000	$ 40,000	$ 28,629	$ 11,371	71.6%	$ -	$ 36,872	$ 25,501	69.2%		
8														
9			**FY2011**											
10			Vehicles & Equipment	$ 63,675	$ 63,675	$ 461,333	$ (397,658)	724.5%	$ 735,185	$ 735,185	$ 461,333	62.8%	Started	Vehicles being ordered.
11	PD1001		Core Law Enforcement Server Replacement	-	53,500	30,108	23,392	56.3%	-	53,500	30,108	56.3%	Started	Specifications done.
12	PD1101		Public Assembly Room Upgrade	-	20,000	-	20,000	0.0%	-	20,000	-	0.0%		
13	PR1101		Playground Improv Program	-	15,000	12,952	2,048	86.3%	15,000	15,000	12,952	86.3%	Complete	BB Courts paved.
14	PR1102		Skate Park	-	30,000	-	30,000	0.0%	30,000	30,000	-	0.0%	Not Started	In discussions with equipment provider.
15	ST1101		Concrete Program	50,000	50,000	45,759	4,241	91.5%	50,000	50,000	45,759	91.5%	Started	Complete with contractor portion.
16	ST1102		Transfer to CT Fund	300,000	300,000	300,000	-	0.0%	300,000	300,000	300,000	100.0%	Started	Transfer to Com Transp Fund - December.
17	MR1101		Downtown Security Cameras	31,500	31,500	-	31,500	0.0%	31,500	31,500	-	0.0%	Started	Contract signed.
18			**Totals - FY11**	$ 445,175	$ 563,675	$ 850,152	$ (286,477)	150.8%	$ 1,161,685	$ 1,235,185	$ 850,152	68.8%		
19														
20			**Grand Totals**	$ 18,695,175	$ 25,283,609	$ 2,235,738	$ 23,047,871	8.8%	$ 7,848,724	$ 8,902,720	$ 1,495,544	16.8%		

Legend

M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is rebudgeted to start over each fiscal year.
G = Grant funded project

City of Dover
Community Transportation & General Fund Street Funds - Major CIP Projects
January, 2011

	Hide			TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY 2006**											
2	TE0601	M	Lincoln Park Center	$ 400,000	$ 479,148	$ 431,076	$ 48,072	90.0%	$ 121,891	$ 121,891	$ 73,819	60.6%	Started	Ongoing.
3			**Totals**	$ 400,000	$ 479,148	$ 431,076	$ 48,072	90.0%	$ 121,891	$ 121,891	$ 73,819	60.6%		
4														
5			**FY 2007**											
6			E. Water Street Brick	$ 65,000	$ 65,000	$ -	$ 65,000	0.0%	$ 65,000	$ 65,000	$ -	0.0%		Specialty contract needed.
7			**Totals**	$ 65,000	$ 65,000	$ -	$ 65,000	0.0%	$ 65,000	$ 65,000	$ -	0.0%		
8														
9			**FY 2009**											
10			Schutte Parking Lot	$ 21,950	$ 21,950	$ -	$ 21,950	0.0%	$ 21,950	$ 21,950	$ -	0.0%		Trying to move this to Library Project if State approves.
11			Turnberry Drive	40,000	40,000	40,000	-	100.0%	40,000	40,000	40,000	100.0%		Curb work complete, paving in process.
12			**Totals**	$ 61,950	$ 61,950	$ 40,000	$ 21,950	64.6%	$ 61,950	$ 61,950	$ 40,000	64.6%		
13														
14			**FY 2011**											
15	CT1051		Washington Street	$ 104,000	$ 104,000	$ 104,000	$ -	100.0%	$ 104,000	$ 104,000	$ 104,000	100.0%		Complete.
16	CT1108		Mitschner Road (incl. CDBG)	169,066	169,066	246,672	(77,606)	145.9%	169,066	169,066	246,672	145.9%		In progress.
17	CT1086		Delaware Ave	6,250	6,250	6,250	-	100.0%	6,250	6,250	6,250	100.0%		Complete.
18	CT1118		Oak Road Signage	11,875	11,875	10,375	1,500	87.4%	11,875	11,875	10,375	87.4%		Just received.
19	CT1142		Governor's Ave. Rebuild	1,000	1,000	-	1,000	0.0%	1,000	1,000	-	0.0%		
20	CT1161		Towne Point	7,500	7,500	-	7,500	0.0%	7,500	7,500	-	0.0%		
	CT1162		Library Access Rd.	105,000	105,000	-	105,000	0.0%	105,000	105,000	-	0.0%		
21	ST1101		Street & Alley Program	300,000	300,000	175,926	124,074	58.6%	300,000	300,000	175,926	58.6%		In progress.
22			State Agreements not yet rec'd	458,968	346,468	-	346,468	0.0%	346,468	346,468	-	0.0%		Agreements have not been received.
23			**Totals**	$ 1,163,659	$ 1,051,159	$ 543,224	$ 507,935	51.7%	$ 1,051,159	$ 1,051,159	$ 543,224	51.7%		
24														
25			**Grand Totals**	$ 1,690,609	$ 1,657,257	$ 1,014,299	$ 642,958	61.2%	$ 1,300,000	$ 1,300,000	$ 657,043	50.5%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is rebudgeted to start over each fiscal year.

City of Dover
Water/Wastewater Improvement & Extension Fund - Major CIP Projects
January, 2011

				TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Approved Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY 2008**											
2	WD0807		South Governors Ave. Water Main Upgrade	$ 200,000	$ 200,000	$ 2,664	$ 197,336	1.3%	$ -	$ 197,336	$ -	0.0%	Complete	Done.
3	WD0804	M	1.0 MG Elevated Water Storage Tower	4,196,600	2,590,000	11,062	2,578,938	0.4%	-	193,377	4,439	2.3%	Started	Selecting Tank Model & Site; FY11 = Constr.
4	WD0805	M	Piney Point Well	398,800	665,000	61,414	603,586	9.2%	-	162,525	8,939	5.5%	Started	DNREC permiting; FY11 = Constr.
5	WW0809	M	South Governors Ave. Sewer Main	300,000	291,000	13,561	277,439	4.7%	-	279,244	1,805	0.6%	Complete	Done.
6	WW0810	M/SL	US 13 East Sanitary Sewer Interceptor	2,376,800	3,409,641	2,443,587	966,054	71.7%	-	2,335,862	1,575,426	67.4%	Complete	Functionally completed, some minor site restoration.
7			**Totals - FY08**	$ 7,472,200	$ 7,155,641	$ 2,532,288	$ 4,623,353	35.4%	$ -	$ 3,168,344	$ 1,590,608	50.2%		
8														
9			**FY2009**											
10	WQ0905	M/SL	Bayard Avenue	$ 590,910	$ 590,910	$ 237,336	$ 353,574	40.2%	$ -	$ 584,420	$ 230,846	39.5%	Started	Starting construction in March.
11	WQ0906	M/SL	East side N. State Street	868,707	877,596	177,178	700,418	20.2%	-	847,700	148,175	17.5%	Done	Done.
12	WQ0907	M/SL	Route 13 Water Main	1,058,700	1,035,898	142,748	893,150	13.8%	-	967,801	18,752	1.9%	Started	Going to bid.
13		R	Water Quality Improvements FY09	$ 2,518,317	$ 2,504,404	$ 557,262	$ 1,947,142	22.3%	$ -	$ 2,399,921	$ 397,773	58.9%	Started	
14														
15	WW0902	M/SL	DE State University Pumping Station Repl.	$ 386,400	$ 386,400	$ 293,367	$ 93,033	75.9%	-	240,324	147,652	61.4%	Completed	Done.
16	WW0905	M/SL	Fox Hall/Retreat Force Main Rerouting	133,100	139,245	238,789	(99,544)	171.5%	-	-	20,351	0.0%	Completed	Done. Overage covered by US 13 Interceptor (WW0810).
17	WW0907	M/SL	Acorn Lane Pump Station Replace.	386,400	386,400	293,904	92,496	76.1%	-	210,528	118,393	56.2%	Completed	Done.
18			**Totals - FY09**	$ 3,424,217	$ 3,416,449	$ 1,383,322	$ 2,033,127	40.5%	$ -	$ 2,850,773	$ 684,169	24.0%		
19														
20			**FY2010**											
21	WD1002	R	Remote Control & Monitor Wells	$ 55,000	$ 55,000	$ 23,104	$ 31,896	42.0%	$ -	$ 31,896	$ -	0.0%	Started	Material ordered.
22	WW1001	M/SL	Inflow/Infiltration Removal	1,800,000	1,799,668	6,369	1,793,299	0.4%	-	1,798,447	5,148	0.3%	Started	Construction to start in April.
23	WW1007	M	Fox Hall Pump Station	427,900	52,000	43,077	8,923	82.8%	375,900	426,044	41,221	9.7%	Started	Going out to bid.
24	WW1008	M	Heatherfield Force Main Rerouting	220,400	40,000	35,175	4,825	87.9%	229,200	267,916	33,891	12.6%	Started	Going out to bid.
25	WW1010	I	Tar Ditch Interceptor Upgrade	518,230	518,230	12,487	505,744	2.4%	-	516,781	11,038	2.1%	Started	Reviewing design.
26	WS1001		Various Pump Motor Replacements	45,248	45,248	-	45,248	0.0%	-	45,248	-	0.0%	Started	Grant approved. Ordering begun.
27			**Totals - FY10**	$ 3,066,778	$ 2,510,146	$ 120,212	$ 2,389,934	4.8%	$ 605,100	$ 3,086,332	$ 91,298	3.0%		
28														
29			**FY2011**											
30	WD1101		Misc. Distribution System Upgrade	$ 60,000	$ 60,000	$ -	$ 60,000	0.0%	$ 60,000	$ 60,000	$ -	0.0%	Started	On-going as needed.
31	WD1102		Wellhead Redevelopement Program	60,000	60,000	-	60,000	0.0%	60,000	60,000	-	0.0%	Started	Work starting in March\April.
32	WQ1101		Water Quality Improvements	500,000	500,000	-	500,000	0.0%	500,000	500,000	26,448	5.3%	Not Started	See above FY09.
33	WW1101	M/SL	Inflow/Infiltration Removal	500,000	500,000	-	500,000	0.0%	500,000	500,000	-	0.0%	Started	Will start after FY10 is done.
34	WW1102	R	Scada Technology Equip Upgrade	82,100	82,100	62,913	19,187	76.6%	82,100	82,100	62,913	76.6%	Started	2 of 7 installed.
35	WW1103		Del State/Del Tech Force Main Rerouting	286,500	286,500	3,801	282,699	1.3%	286,500	286,500	3,801	1.3%	Done	Shifted completion to interceptor (WW0810).
36	WW1104		Lepore Road Pump Station Replacement	52,000	52,000	7,700	44,300	14.8%	52,000	52,000	7,700	14.8%	Started	Design with Braun..
37	WW1105	R	Misc. Sewer System Improvements	35,000	35,000	35,152	(152)	100.4%	35,000	35,000	35,152	100.4%	Started	Ongoing as needed.
38			**Totals - FY11**	$ 1,575,600	$ 1,575,600	$ 109,567	$ 1,466,034	7.0%	$ 1,575,600	$ 1,575,600	$ 136,014	8.6%		
39														
40			**Grand Totals**	$ 15,538,795	$ 14,657,836	$ 4,145,388	$ 10,512,448	28.3%	$ 2,180,700	$ 10,681,049	$ 2,502,090	23.4%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is rebudgeted to start over each fiscal year.
SL = State Loan Project - construction phase is financed
I = Impact Fee Financed Project

City of Dover
Electric Improvement & Extension Fund - Major CIP Projects
January, 2011

				TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Hide Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY 2006**											
2	EE0601	M/B	69 KV feeders 3 and 4	$ 11,060,000	$ 8,693,782	$ 8,761,762	$ (67,980)	100.8%	$ -	$ 4,242	$ 4,242	100.0%	Completed	In service.
3	EE0603	M/S	Governor's Avenue Rebuild	1,268,450	2,068,260	550,725	1,517,535	26.6%	-	250,000	30,264	12.1%	Completed	Done.
4			**Totals - FY06**	$ 12,328,450	$ 10,762,042	$ 9,312,486	$ 1,449,556	86.5%	$ -	$ 254,242	$ 34,506	13.6%		
5														
6			**FY 2008**											
7	EG0801		Unit 3 Turb Bearing Fire Protect Deluge	$ 50,000	$ 50,000	$ 44,720	$ 5,280	89.4%	$ -	$ 50,000	$ 44,720	89.4%	Completed	Final training needed.
8			**Totals - FY08**	$ 50,000	$ 50,000	$ 44,720	$ 5,280	89.4%	$ -	$ 50,000	$ 44,720	89.4%		
9														
10			**FY2010**											
11	EG1001	B	Vansant CT Mark IV Control (Replmnt)	$ 700,000	$ 610,000	$ 438,687	$ 171,313	71.9%	$ -	$ 152,050	$ 152,050	100.0%	Completed	In service.
12	EG1002	B	McKee Run Entrance Road	240,000	240,000	154,722	85,278	64.5%	-	154,244	154,244	100.0%	Completed	In service.
13	EG1005		Work Mgmt. System Replacement	85,000	85,000	26,577	58,423	31.3%	-	-	9,859	0.0%	Completed	Done.
14	EG1009		Photovoltaic Install @ McKee Run	-	-	65,065	(65,065)	0.0%	-	65,065	65,065	100.0%	Completed	In service.
15	EE1005	M/B	Mid City Substation	1,488,461	993,711	975,819	17,892	98.2%	-	1,087	1,087	100.0%	Completed	In service.
16	EE1009	S	LED Lighting Replacement	70,087	70,087	70,010	77	99.9%	-	70,087	70,010	99.9%	Completed	Installed on Division.
17	EU1002	B	Crossgates	396,904	543,075	524,391	18,684	96.6%	-	1,441	1,440	100.0%	Completed	Done.
18	EU1003	B	Buchanan Acres	406,000	865,144	1,207,967	(342,823)	139.6%	-	129,502	129,502	100.0%	Completed	Done. This project is over budget due to having addtiional bond proceeds to spend.
19														
20			**Totals - FY10**	$ 3,386,452	$ 3,407,017	$ 3,463,238	$ (56,221)	101.7%	$ -	$ 573,476	$ 583,257	101.7%		
21														
22			**FY2011**											
23	---		Vehicles & Equipment	$ 158,200	$ 158,200	$ 113,437	$ 44,763	71.7%	$ 158,200	$ 158,200	$ 113,437	71.7%	Started	Vechicles being ordered.
24	EE1101		Substation PT & CT Replacement	256,218	256,218	179,885	76,333	70.2%	256,218	256,218	179,885	70.2%	Started	Material being received.
25	EE1102		Replace of 69 kV Breakers	100,000	100,000	7,220	92,780	7.2%	100,000	100,000	7,220	7.2%	Completed	Installed.
26	EE1103		Lighting Rehabilitation	100,000	100,000	107,644	(7,644)	107.6%	100,000	100,000	107,644	107.6%	Completed	Foxhall done.
27	EE1104		Walker Road OH Conversion	350,511	350,511	-	350,511	0.0%	350,511	-	-	0.0%	Dropped	Funds reappropriated.
28	EE1105		Engineering Misc Equipment Replmnt	40,000	40,000	24,751	15,249	61.9%	40,000	40,000	24,751	61.9%	Started	Ongoing as needed.
29	EE1106		Substation Batteries	24,500	24,500	23,489	1,011	95.9%	24,500	24,500	23,489	95.9%	Completed	Done.
30	EE1111		UG Transformers	120,536	120,536	68,867	51,669	57.1%	120,536	120,536	68,867	57.1%	Started	Ongoing as needed.
31	EE1111		UG Conductors	529,464	529,464	139,160	390,304	26.3%	529,464	529,464	139,160	26.3%	Started	Ongoing as needed.
32	EE1111		Meters	50,000	50,000	52,151	(2,151)	104.3%	50,000	50,000	52,151	104.3%	Started	Ongoing as needed.
33	EE1112		69kV Sub Switch Replacement	-	180,000	-	180,000	0.0%	-	180,000	-	0.0%		
34	EG1101		Unit 3 Cooling Tower Fill	353,338	353,338	371,513	(18,175)	105.1%	353,338	398,338	371,513	93.3%	Completed	Done.
35	EG1102		Units 1 & 2 Cooling Tower	218,730	218,730	70,280	148,450	32.1%	218,730	173,730	70,280	40.5%	Completed	Done.
36	EG1103		Unit 3 Tubine Inspection	348,000	348,000	-	348,000	0.0%	348,000	-	-	0.0%	Started	Scoping Cosntruciton in FY12
37	EG1104		Unit 3 Aux System Components	113,000	113,000	-	113,000	0.0%	113,000	-	-	0.0%	Deferred	Funding reallocated to Unit 1 repair. Defered to FY12 .
38	EG1105		Plant Misc Equipment Replmnt	71,000	71,000	60,726	10,274	85.5%	71,000	71,000	60,726	85.5%	Started	Ongoing as needed.
39	EG1106		Unit 3 Stack Repairs	25,000	25,000	-	25,000	0.0%	25,000	-	-	0.0%	Deffered	Funding reallocated Unit 1 repair. Defered to FY12.
40	EG1107		Units 1 & 2 Life Extension	276,000	276,000	23,601	252,399	8.6%	276,000	180,000	23,601	13.1%	Started	Scoping, some funding reallocated Unit 1 repair.
41	EG1108		Unit 1 Turbine Outage	-	-	424,747	(424,747)	0.0%	-	412,000	424,747	103.1%	Completed	Emergency repair; Budget amendment approved in Dec.
42	EG1109		Unit 3 FD & ID FAN CNRL UP	45,000	45,000	-	45,000	0.0%	45,000	-	-	0.0%	Deferred	Next fiscal year.
43	EG1110		Unit 3 DCS Com & Software	30,000	30,000	-	30,000	0.0%	30,000	-	-	0.0%	Deffered	Next fiscal year.
44	EG1111		Unit 2 Boiler Inspection & Repair	-	175,000	102,151	72,849	58.4%	-	175,000	102,151	58.4%	Completed	Emergency repair.
45	EG1112		Unit 3 Heat Expansion Joint	-	65,000	-	65,000	0.0%	-	65,000	-	0.0%	Not Started	Scheduled Spring outage.
46	EG1113		Units 1 & 2 Control Modifications	-	150,000	-	150,000	0.0%	-	150,000	-	0.0%	Not Started	Scheduled Spring outage.
47	EG1114		Unit 3 Gas Line Modification	-	60,000	-	60,000	0.0%	-	60,000	-	0.0%	Not Started	Scheduled Spring outage.
48	EU1101		Distribution Upgrades	400,000	400,000	175,147	224,853	43.8%	400,000	373,018	175,147	47.0%	Started	Ongoing as needed.
49				$ 3,609,497	$ 4,239,497	$ 1,944,767	$ 2,294,730	45.9%	$ 3,609,497	$ 3,617,004	$ 1,944,767	53.8%		
50														
51			**Grand Totals**	$ 19,374,399	$ 18,458,556	$ 14,765,212	$ 3,693,344	80.0%	$ 3,609,497	$ 4,494,722	$ 2,607,250	58.0%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is rebudgeted to start over each fiscal year.
B = Bonded Project

City Assessor's Office

MEMO

TO: Mayor & Council

FROM: Cheryl A. Russell, AAS

RE: Property Assessment Appeal Dates

I request the following dates and times be established for the 2011 Property Assessment Appeals.

May 31, 2011 – June 3, 2011 9:00 A.M. until 4:00 P.M.

June 6, 2011 – June 10, 2011 9:00 A.M. until 4:00 P.M. *

The hearing times are subject to change.

If you have any questions, please feel free to contact the Assessor's Office.

*If Needed

FIRST READING

CITY OF DOVER PROPOSED ORDINANCE #2011-06

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

That Chapter 46 - Fire Prevention and Protection, Article I - In General, Section 46-5 - Open Burning, be amended by inserting the text indicated in bold, blue, italics and deleting the text indicated in red strikeout as follows:

Sec. 46-5. Open burning.

~~**In residential multiple occupancy structures containing three or more dwelling units, including but not limited to apartment houses, dormitories, roominghouses, and condominium buildings, the open burning of any type shall be prohibited, except when permitted by the fire marshal. The use of charcoal or gas-fired grills, burners, or cookers shall be prohibited on balconies or within ten feet of the multiple occupancy structure.**~~

(a) Definitions. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Barbecuing - Commercial. The preparation and cooking of food by way of gas grill, charcoal grill, or other apparatus used for the cooking of food by way of flame produced through wood, charcoal, or gas for the purpose of cooking food for the sale to and/or consumption by the general public.

Barbecuing - Recreational. The preparation and cooking of food by way of gas grill, charcoal grill, or other apparatus used for the cooking of food by way of flame produced through wood, charcoal, or gas for the purpose of cooking food for the consumption by a family and/or guests or by the membership of a private organization or church congregation.

Open Burning. The burning of materials wherein products of combustion are emitted directly into the ambient air without passing through a stack or chimney from an enclosed chamber.

Outdoor Fireplace. Any homemade or commercially produced fireplace, fire pit, or fire ring used for the kindling of wood.

(b) Permit required. Open burning of structures, brush, or bonfires shall not be permitted without a permit obtained from the Fire Marshal.

Draft

(c) Fire dimensions. Open burning, when permitted, shall be kindled in such a manner as not to be a danger to other campers, recreational vehicles, tents, or structures and shall not be of a size greater than 18 inches by 18 inches by 18 inches. Height of the fire shall be measured from the ground or from the bottom of the inside of the container being used to kindle the fire. Open burning shall not be kindled directly on the ground unless contained in a fire ring.

(d) Fire clearances and time restrictions. Outdoor fireplaces shall have 36 inches clearance from all combustibles when in use. Portable fire places, fire pits, or fire rings shall be extinguished in a residential area between the hours of 12:00 midnight and 8:00 a.m.

(e) Commercial barbecuing. Commercial barbecuing shall be permitted under the following conditions:

(1) The location has been approved by City of Dover Licensing and Inspections and the Fire Marshal and an Outdoor Public Gathering Permit has been obtained.

(2) One (1) fire extinguisher of not less than five (5) lbs. (pounds) ABC is to be located within ten (10) feet of the cooking area. Cooking area and cooking fuels shall be secured from public access.

(3) Approval from the Board of Public Health has been obtained.

(4) The operator shall make all reasonable attempts to avoid causing a nuisance to nearby property owners with smoke, fumes, or sparks.

(5) All compressed flammable gas containers used for cooking shall be secured in such a way as to prevent them from being knocked, tipped, or blown over.

Any commercial barbecuing operations which are a continual nuisance because of smoke, fumes, or sparks shall be terminated by the Code Official or Fire Marshal and the Outdoor Public Gathering Permit revoked until such time as the Director of Licensing and Inspections is satisfied that the problem has been corrected.

Barbecuing of any kind shall not be kindled within 200 feet of any fuel pump or storage tank fill. Cooking grease shall not be disposed of by placing it directly on the ground or in storm water drains.

(f) Prohibited - Multi-family residential dwelling units. In apartment buildings, condominiums, or any other multi-family residential dwelling of three (3) or more units by any other name, the storage of propane tanks inside units or on balconies is prohibited. Recreational barbecuing shall be prohibited on any balcony or under any overhanging portion or within 15 feet of any structure, except that the use of electrical ranges or electrical grills shall be permitted. The use of outdoor fireplaces on balconies is prohibited.

Draft

(g) Fines. Any owner, occupant, contractor, or body corporate found to be in violation of this section shall be issued a summons as provided for in Appendix F--Fees and Fines.

(h) Authority of the Fire Marshal. The Fire Marshal is authorized to impose a ban on open burning if weather conditions do not safely permit open burning. The Fire Marshal or Fire Officer shall order any fire extinguished that is deemed unsafe or not in compliance with Section 46-5 of the Dover Code.

ADOPTED: *

SYNOPSIS

To enhance the safety of commercial and recreational barbecuing and to control and maintain the proper use of open burning.

Actions History

March 14, 2011 - Scheduled for First Reading

February 23, 2011 - Scheduled for Consideration by the Safety Advisory and Transportation Committee

S:\ORDINANCES\2011\Draft\Ordinance 2011-06 - Ch 46, Art I, Sec 46-5 - Open Burning - 1st Reading.wpd

Draft

Memorandum

Office of the City Manager
PO Box 475
Dover, DE 19903
Phone: (302) 736-7163
Fax: (302) 736-7002
E-mail: ttieman@dover.de.us

To: Mayor and Council

From: Terry Tieman
Senior City Administrator

Date: March 7, 2011

Subject: Fiscal 2010-2010 Latest Estimate - Updated Fund Summaries and Line Items

---

Attached please find the updated Fund Summaries and Line Items that reflect the special Police funding of $40,000. Also included is the increased Power Cost Adjustment credit ($1.4 million), as recommended by the Legislative, Finance and Administration Committee during their meeting on February 28, 2011. The changes indicated above are clearly marked on the attached pages.

The first reading of the proposed budget ordinances, scheduled to take place on March 14, 2011 will also contain these changes.

As always if you have any questions, please feel free to give me a call.

Thank you.

/hf

\2010-2011 LE\Cover Memo_Latest Estimate Summary Changes-Police & PCA.docx

GENERAL FUND
CASH RECEIPT SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
RECEIPTS				
PRIOR YEAR BALANCE	$ 2,277,575	$ 376,953	$ 1,034	$ 2,655,562
FINES AND POLICE REVENUE	536,502	-	42,387	578,889
911 FEE	45,000	-	15,000	60,000
INVESTMENT INCOME	224,000	-	(108,000)	116,000
LIBRARY REVENUES	64,189	-	-	64,189
KENT COUNTY BOOK REIMBURSEMENT	460,000	-	-	460,000
BUSINESS LICENSES	1,523,675	-	-	1,523,675
PERMITS AND OTHER LICENSES	934,000	-	(42,000)	892,000
DEMOLITION REVENUE	-	-	-	-
MISCELLANEOUS CHARGES	54,250	-	11,500	65,750
POLICE EXTRA DUTY	300,000	-	-	300,000
PROPERTY TAXES	10,982,634	-	-	10,982,634
BID REVENUE	52,692	-	-	52,692
RECREATION REVENUE	141,500	-	-	141,500
FRANCHISE FEE	486,000	-	34,000	520,000
TRASH FEES	2,244,511	-	(194,511)	2,050,000
DSWA TRASH FEE REBATE	143,000	-	-	143,000
RENT REVENUE - GARRISON FARM	87,000	-	-	87,000
COURT OF CHANCERY FEES	645,000	-	-	645,000
RECEIPTS SUBTOTAL	**21,201,528**	**376,953**	**(240,590)**	**21,337,891**
INTERFUND SERVICE RECEIPTS				
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	972,889	-	(14,631)	958,258
INTRAFUND SERVICE RECEIPTS ELECTRIC	3,374,945	-	(33,445)	3,341,500
INTERFUND SERVICE RECEIPTS SUBTOTAL	**4,347,834**	**-**	**(48,076)**	**4,299,758**
GRANTS:				
POLICE RELATED	138,350	-	(58,350)	80,000
CAPITAL SCHOOL DISTRICT REVENUE	73,500	-	-	73,500
POLICE PENSION GRANT	620,000	-	-	620,000
RECREATION GRANTS	-	-	51,000	51,000
MISC GRANT REVENUE	-	-	-	-
HOMELAND SECURITY GRANT	-	-	188,061	188,061
SALE OF ASSETS	-	-	-	-
GRANTS SUBTOTAL	**831,850**	**-**	**180,711**	**1,012,561**
TRANSFERS FROM:				
TRANSFER TAX	1,000,000	(350,000)	750,000	1,400,000
MUNICIPAL STREET AID	526,843	-	-	526,843
CIVIL TRAFFIC PENALTIES	930,000	-	70,000	1,000,000
WATER/WASTEWATER	-	-	-	-
ELECTRIC	8,856,000	-	-	8,856,000
PARKLAND RESERVE	-	-	-	-
LIBRARY RESERVE	-	-	-	-
CAPITAL ASSET RESERVE	-	-	-	-
WORKER'S COMP FUND	-	-	-	-
CONTINGENCY FUND				-
TRANSFERS FROM SUBTOTAL	**11,312,843**	**(350,000)**	**820,000**	**11,782,843**
TOTALS	**$ 37,694,055**	**$ 26,953**	**$ 712,045**	**$ 38,433,053**

GENERAL FUND
EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
DEPARTMENT EXPENSES:				
CITY CLERK	$ 287,403	$ -	$ (3,035)	$ 284,368
COUNCIL	130,769	-	-	130,769
TAX ASSESSOR	197,249	-	69,497	266,746
FIRE	709,862	-	(44,130)	665,732
GROUNDS MAINTENANCE	1,055,557	-	(23,668)	1,031,889
LIBRARY	1,126,227	-	(46,711)	1,079,516
RECREATION	778,469	-	38,157	816,626
LIFE SAFETY	501,835	-	15,757	517,592
CODE INFORCEMENT	276,481	300	18,229	295,010
PLANNING	423,193	(300)	-	422,893
INSPECTIONS	494,807	-	65,000	559,807
ECONOMIC DEVELOPMENT	247,488	-	-	247,488
POLICE	12,458,373	-	(182,750)	12,275,623
POLICE EXTRA DUTY	449,516	-	-	449,516
STREETS	802,029	-	13,530	815,559
SANITATION	2,347,344	-	(49,505)	2,297,839
CITY MANAGER	561,572	-	17,943	579,515
INFORMATION TECHNOLOGY	748,214	-	(50,885)	697,329
FINANCE	827,169	-	(22,000)	805,169
PUBLIC SERVICES - ADMINISTRATION	369,752	-	-	369,752
FACILITIES MANAGEMENT	990,757	-	(34,925)	955,832
CENTRAL SERVICES	669,977	-	(13,133)	656,844
FLEET MAINTENANCE	761,929	-	(30,297)	731,632
CUSTOMER SERVICES	869,404	-	4,219	873,623
HUMAN RESOURCES	358,890	-	(12,500)	346,390
MAYOR	88,341	-	-	88,341
DEPARTMENT SUBTOTALS	**28,532,607**	**-**	**(271,207)**	**28,261,400**
OTHER EXPENSES:				
DEBT SERVICE	331,800	-	-	331,800
TRANSFER TO CONTINGENCY	-	-	172,061	172,061
DSWA RECYCLING PROGRAM	-	-	-	-
INSURANCE	600,000	-	-	600,000
RETIREES HEALTH CARE	1,297,509	-	-	1,297,509
RETIREES PAYMENTS	-	-	-	-
PENSION UNFUNDED LIABILITY	995,000	-	-	995,000
POLICE PENSION UNFUNDED LIABILITY	95,000	-	-	95,000
POLICE PENSION FUND	620,000	-	-	620,000
OPEB	-	-	-	-
UNCOLLECTIBLES - TRASH AND OTHER	10,000	-	100,000	110,000
LOSS ON SALE OF ASSET	-	-	-	-
STORM EMERGENCY		-	-	-
STREET LIGHTS	985,000	-	-	985,000
OTHER EXPENSE SUBTOTAL	**4,934,309**	**-**	**272,061**	**5,206,370**
GRANTS				
IT EMERGENCY PREPAREDNESS PLAN	-	-	-	-
GRANTS SUBTOTAL	**-**	-	-	**-**
TRANSFERS				
TRANSFER TO PENSION COLA	-	-	-	-
TRANSFER TO CAPITAL ASSET RESERVE	-	-	-	-
TRANSFER TO CAPITAL FUND - PROJECTS	1,307,839	-	-	1,307,839
TRANSFER TO CAPITAL FUND - RESERVE	-	-	-	-
TRANSFER TO STREET PROGRAM		-	-	-
TRANSFER TO PARKLAND/RECREATION RESERVE		-	-	-
TRANSFER TO LIBRARY RESERVE		-	-	-
TRANSFER TO CDBG FUND	6,000	-	-	6,000
TRANSFER TO VERIZON RESERVE		-	-	-
INVENTORY WRITE OFFS		-	-	-
TRANSFERS SUBTOTAL	**1,313,839**	**-**	**-**	**1,313,839**
CURRENT YEAR BALANCE	**2,913,300**	**26,953**	**711,191**	**3,651,444**
TOTALS	**$ 37,694,055**	**$ 26,953**	**$ 712,045**	**$ 38,433,053**

GENERAL CONTINGENCY FUND
CASH RECEIPTS ESTIMATE/EXPENSE SUMMARY

CASH RECEIPTS ESTIMATE

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
BEGINNING BALANCE	$ 394,871	$ 135,522	$ -	$ 530,393
INTEREST EARNINGS	23,100	-	-	23,100
REIMBURSEMENT FROM DEMA (SNOW EMERGENCY)	-	-	172,061	172,061
TOTALS	**$ 417,971**	**$ 135,522**	**$ 172,061**	**$ 725,554**

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
TRANSFER TO GENERAL FUND	$ -	$ -	$ -	$ -
TRANSFER TO OPEB	-	-	-	-
TRANSFER TO LIBRARY FUND	-	-	-	-
CARRY FORWARD TO NEXT YEAR	417,971	135,522	172,061	725,554
TOTALS	**$ 417,971**	**$ 135,522**	**$ 172,061**	**$ 725,554**

GOVERNMENTAL CAPITAL PROJECTS FUND

CASH RECEIPTS ESTIMATE

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
BEGINNING BALANCE - PROJECTS	$ 65,479	$ 162,113	$ -	$ 227,592
STATE GRANTS	3,343,520	888,828	-	4,232,348
INTEREST EARNINGS	10,900	-	-	10,900
INCOME FROM SALE OF ASSETS	-	-	-	-
RECREATION GRANTS	-	34,583	-	34,583
POLICE GRANTS	18,000	-	20,000	38,000
HOMELAND SECURITY GRANTS	-	-	-	-
LIBRARY BOND ISSUE/CONTRIBUTIONS	1,000,000	-	-	1,000,000
TRANSFER FROM GENERAL FUND FOR PROJECTS	1,307,839	-	-	1,307,839
TRANSFER FROM PARKLAND RESERVE (JWP CNTR)	-	-	-	-
TRANSFER FROM LIBRARY RESERVE	2,343,519	20,213	-	2,363,732
GIFTS/DONATIONS (RECREATION)	-	-	-	-
PARKLAND RESERVE RECEIPT	-	36,872	-	36,872
TRANSFER FROM CAPITAL ASSET RESERVE	140,000	(140,000)	-	-
				-
TOTALS	**$ 8,229,257**	**$ 1,002,609**	**$ 20,000**	**$ 9,251,866**

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
DEPARTMENT EXPENSES:				
CITY CLERK	$ -	$ -	$ -	$ -
COUNCIL	-	-	-	-
TAX ASSESSOR	-	-	-	-
FIRE	288,210	(64,510)	-	223,700
GROUNDS MAINTENANCE	63,675	-	(17,158)	46,517
LIBRARY	6,687,039	943,624	-	7,630,663
RECREATION	45,000	36,872	-	81,872
LIFE SAFETY	-	-	-	-
PLANNING	-	-	-	-
INSPECTIONS	-	-	-	-
ECONOMIC DEVELOPMENT	-	-	-	-
POLICE	282,380	53,500	7,648	343,528
STREETS	481,055	-	(26,579)	454,476
SANITATION	246,075	-	(33,656)	212,419
CITY MANAGER	-	-	-	-
INFORMATION TECHNOLOGY	12,000	-	(5,000)	7,000
FINANCE	-	-	-	-
PUBLIC SERVICES - ADMINISTRATION	-	-	-	-
FACILITIES MANAGEMENT	-	-	-	-
CENTRAL SERVICES	-	-	-	-
FLEET MAINTENANCE	-	-	-	-
CUSTOMER SERVICES	-	-	-	-
HUMAN RESOURCES	-	-	-	-
MAYOR	31,500	-	-	31,500
DEPARTMENT SUBTOTAL	**8,136,934**	**969,486**	**(74,745)**	**9,031,675**
TRANSFERS				
TRANSFER TO CAPITAL ASSET RESERVE	-	-	-	-
TRANSFER TO PARKLAND RESERVE	-	-	-	-
TRANSFER TO LIBRARY RESERVE	-	-	-	-
TRANSFER TO GENERAL FUND	-	-	-	-
TRANSFER TO COMMUNITY TRANS. FUND 318	-	-	25,000	25,000
TRANSFER SUBTOTAL	-	-	25,000	25,000
CURRENT YEAR BALANCE	92,323	33,123	69,745	195,191
TOTALS	**$ 8,229,257**	**$ 1,002,609**	**$ 20,000**	**$ 9,251,866**

WATER/WASTEWATER FUND

REVENUES

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
BASE REVENUE:				
PRIOR YEAR BALANCE - WATER	$ 943,545	$ 292,648	$ 353	$ 1,236,546
PRIOR YEAR BALANCE - WASTEWATER	585,053	317,666	-	902,719
PRIOR YEAR BALANCE - KCSA	(1,632,876)	(239,205)	(353)	(1,872,434)
WATER FEES	4,206,700	-	-	4,206,700
WASTEWATER FEES	3,308,300	-	-	3,308,300
WASTEWATER ADJUSTMENT FEES	4,275,600	-	-	4,275,600
WATER TANK SPACE LEASING	299,400	-	-	299,400
SEWER IMPACT FEES	323,000	-	-	323,000
WATER IMPACT FEES	357,000	-	-	357,000
INTEREST - WATER	680	-	8,206	8,886
INTEREST - WASTEWATER	835	-	10,079	10,914
MISCELLANEOUS SERVICE FEE	71,000	-	-	71,000
REVENUE SUBTOTAL	**12,738,237**	**371,109**	**18,285**	**13,127,631**
GRANTS AND REIMBURSEMENTS:				
STATE REIMBURSEMENT	-	-	-	-
GRANT REVENUE	-	-	-	-
GRANTS AND REIMBURSEMENTS SUBTOTAL	**-**	**-**	**-**	**-**
TRANSFERS FROM:				
TRANSFER FROM CAPITAL ASSET RESERVE	-	-	-	-
TRANSFER FROM CONTINGENCY	-	-	-	-
TRANSFERS FROM SUBTOTAL	**-**	**-**	**-**	-
TOTALS	**$ 12,738,237**	**$ 371,109**	**$ 18,285**	**$ 13,127,631**

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WATER/WASTEWATER FUND

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
DIRECT EXPENSES:				
ENGINEERING & INSPECTION	$ 642,878	$ -	$ (70,548)	$ 572,330
WATER CONSTRUCTION	392,561	-	8,362	400,923
WATER DEPARTMENT	412,588	-	(26,692)	385,896
WATER TREATMENT PLANT	1,499,857	-	12,390	1,512,247
WASTEWATER DEPARTMENT	969,762	-	(45,852)	923,910
KENT COUNTY TREATMENT CHARGE	4,235,403	-		4,235,403
DIRECT EXPENDITURE SUBTOTAL	**8,153,049**	**-**	**(122,340)**	**8,030,709**
OTHER EXPENSES:				
DEBT SERVICE - WATER	246,403	-	-	246,403
DEBT SERVICE - WASTEWATER	316,198	-	-	316,198
RETIREES HEALTH CARE	177,427	-	-	177,427
PENSION UNFUNDED LIABILITY	372,000	-	-	372,000
OPEB	-			-
UNCOLLECTIBLES - TRASH AND OTHER	-	-	71,000	71,000
INTRAFUND SERVICE FEES	1,272,331	-	(140,756)	1,131,575
ARBITRAGE PAYMENT 60/40 Water				-
OTHER EXPENSES SUBTOTAL	**2,384,359**	**-**	**(69,756)**	**2,314,603**
TRANSFER TO:				
GENERAL FUND FROM WATER	-	-	-	-
GENERAL FUND FROM WASTEWATER	-	-	-	-
WATER IMP AND EXT	500,000	-	-	500,000
WASTEWATER IMP AND EXT	500,000	-	-	500,000
TRANSFER TO PENSION COLA	-	-	-	-
SEWER IMPACT FEE RESERVE	6,802	-	-	6,802
WATER IMPACT FEE RESERVE	110,597	-	-	110,597
CAPITAL ASSET RESERVE WATER	100,000	-	-	100,000
CAPITAL ASSET RESERVE WASTEWATER	100,000	-	-	100,000
TRANSFER TO SUBTOTAL	**1,317,399**	**-**	**-**	**1,317,399**
CURRENT YEAR BALANCES				
CURRENT YEAR BALANCE WATER	1,348,501	292,648	85,223	1,726,372
CURRENT YEAR BALANCE WASTEWATER	1,127,608	317,666	125,158	1,570,432
CURRENT YEAR BALANCE KCSA	(1,592,679)	(239,205)		(1,831,884)
CURRENT YEAR BALANCE SUBTOTALS	**883,430**	**371,109**	**210,381**	**1,464,920**
TOTALS	**$ 12,738,237**	**$ 371,109**	**$ 18,285**	**$ 13,127,631**

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ELECTRIC REVENUE FUND

REVENUES

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
BASE REVENUE:				
PRIOR YEAR BALANCE	$ 12,086,275	$ 1,451,589	$ -	$ 13,537,864
DIRECT SALES TO CUSTOMER	96,595,300	-	1,321,906	97,917,206
PURCHASE POWER ADJUSTMENT	(2,000,000)	-	(293,603)	(2,293,603)
UTILITY TAX	1,864,800	-	100,200	1,965,000
GREEN ENERGY	128,600	-		128,600
MISCELLANEOUS REVENUE	891,200	-		891,200
RENT REVENUE	186,816	-		186,816
EMISSION CREDIT SALES	-	-		-
TRANSFER FROM CONTINGENCY	-	301,070	-	301,070
INTRAFUND SERVICE RECEIPTS WATER/WASTEW	299,442	-	(126,125)	173,317
REIMBURSEMENT OF BOND ISSUANCE COST	-	-		-
INTEREST EARNINGS	65,700	-	44,600	110,300
TOTALS	**$ 110,118,133**	**$ 1,752,659**	**$ 1,046,978**	**$ 112,917,770**

ELECTRIC REVENUE FUND

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
EXPENSES:				
POWER SUPPLY	$ 48,059,699	$ -	$ (425,336)	$ 47,634,363
POWER SUPPLY MANAGEMENT	2,280,000	-	41,562	2,321,562
PJM CHARGES - LOAD	11,850,876	-	1,512,556	13,363,432
CAPACITY CHARGES	11,618,223	-	684,169	12,302,392
RATE STABILIZATION CREDIT	-	-		-
SUB-TOTAL POWER SUPPLY	**73,808,798**	**-**	**1,812,951**	**75,621,749**
PLANT OPERATIONS	5,694,315	-	469,000	6,163,315
GENERATIONS FUELS	297,820	-	2,947,157	3,244,977
PJM CREDITS	(720,797)	-	(4,832,607)	(5,553,404)
CAPACITY CREDITS	(11,488,785)	-	69,062	(11,419,723)
GENERATION SUBTOTAL	**(6,217,447)**	**-**	**(1,347,388)**	**(7,564,835)**
POWER SUPPLY & GENERATION SUBTOTAL	**67,591,351**	**-**	**465,563**	**68,056,914**
DIRECT EXPENDITURES				
TRANSMISSION/DISTRIBUTION	3,206,515	-	(159,371)	3,047,144
ELECTRICAL ENGINEERING	1,842,903	-	(87,898)	1,755,005
ADMINISTRATION	609,169	301,070	54,750	964,989
METER READING	222,908	-	(13,253)	209,655
SYSTEMS OPERATIONS	518,053	-	(25,560)	492,493
UTILITY TAX	1,864,800	-	100,200	1,965,000
DIRECT EXPENDITURE SUBTOTALS	**8,264,348**	**301,070**	**(131,132)**	**8,434,286**
OTHER EXPENSES:				
ALLOW FOR UNCOLLECTIBLES	135,000	-	175,000	310,000
RETIREES HEALTH CARE	639,110	-	-	639,110
PENSION UNFUNDED LIABILITY	833,000	-	-	833,000
OPEB	1,200,000	-	-	1,200,000
GREEN ENERGY PAYMENT TO DEMEC	128,600	-	-	128,600
INTRAFUND SERVICE FEES	3,374,945	-	(33,445)	3,341,500
INTEREST ON DEPOSITS	54,500	-	-	54,500
INVENTORY WRITE OFFS	175,000	-	-	175,000
BOND ISSUANCE COSTS	-	-	-	-
POWER SUPPLY STUDY	-	-	-	-
DEBT SERVICE	4,058,700	-	(468,810)	3,589,890
OTHER EXPENSES SUBTOTAL	**10,598,855**	**-**	**(327,255)**	**10,271,600**
TRANSFER TO:				-
IMPROVEMENT & EXTENSION	3,500,000			3,500,000
GENERAL FUND	8,856,000			8,856,000
TRANSFER TO CONTINGENCY	-		301,070	301,070
TRANSFER TO PENSION COLA	-			-
TRANSFER TO DEPRECIATION RESERVE	1,250,000			1,250,000
TRANSFER FUTURE CAPACITY	-			-
RATE STABILIZATION RESERVE	1,300,000			1,300,000
TRANSFER TO SUBTOTAL	**14,906,000**	**-**	**301,070**	**15,207,070**
CURRENT YEAR BALANCE	**8,757,579**	**1,451,589**	**738,732**	**10,947,900**
TOTALS	**$ 110,118,133**	**$ 1,752,659**	**$ 1,046,978**	**$ 112,917,770**

ELECTRIC CONTINGENCY RESERVE ACCOUNT

CASH RECEIPTS ESTIMATE

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
BEGINNING BALANCE	$ 1,039,854	$ (88)	$ -	$ 1,039,766
INTEREST EARNINGS	31,200	-	-	31,200
TRANSFER FROM INSURANCE STABILIZATION	-	-	-	-
TRANSFER FROM ELECTRIC REVENUE	-	-	301,070	301,070
TOTALS	**$ 1,071,054**	**$ (88)**	**$ 301,070**	**$ 1,372,036**

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
TRANSFER TO ELECTRIC FUND	$ -	$ 279,640	$ -	$ 279,640
TRANSFER TO RATE STABILIZATION FUND	-	-	-	-
CARRY FORWARD TO NEXT YEAR	1,071,054	(279,728)	301,070	1,092,396
TOTALS	**$ 1,071,054**	**$ (88)**	**$ 301,070**	**$ 1,372,036**

ELECTRIC IMPROVEMENT & EXTENSION FUND

CASH RECEIPTS

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
PRIOR YEAR BALANCE	$ 1,688,861	$ 1,740,763	$ -	$ 3,429,624
PRIOR YEAR BALANCE BOND	-	415,585	-	415,585
INTEREST EARNINGS	40,700	-	-	40,700
INTEREST TRUSTEE	-	-	-	-
INCOME FROM SALE OF ASSETS		-	-	-
ELECTRIC NEW SERVICE FEES	-	-	-	-
RECEIPT FROM DEPRECIATION RESERVE	-	-	-	-
RECEIPT FROM FUTURE CAPACITY RESERVE	-	-	-	-
DEMA GRANT	-	-	-	-
STATE REIMBURSEMENT FOR SR1 &SR9	-	-	-	-
STATE REIMBURSEMENT FOR GOVS AVE	-	254,757	-	254,757
STATE REIMBURSEMENT WYOMING MILL RD	-	-	91,000	91,000
STATE GRANTS	-	-	-	-
FEDERAL GRANTS		135,152	-	135,152
INSURANCE CLAIM PROCEEDS	-	280,000	-	280,000
TRANSFER FROM ELECTRIC	3,500,000	-	-	3,500,000
TOTALS	**$ 5,229,561**	**$ 2,826,257**	**$ 91,000**	**$ 8,146,818**

EXPENSE SUMMARY

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
ELECTRIC GENERATION	$ 1,480,068	$ 626,359	$ -	$ 2,106,427
TRANSMISSION AND DISTRIBUTION	739,000	-	-	739,000
ELECTRICAL ENGINEERING	1,390,429	258,866	91,000	1,740,295
ADMINISTRATION	-	-	-	-
METER READING	-	-	-	-
SYSTEMS OPERATIONS	-	-	-	-
TRANSFER TO DEPRECIATION RESERVE		1,000,000	-	1,000,000
CURRENT YEAR BALANCE	1,620,064	941,032	-	2,561,096
CURRENT YEAR BALANCE -BOND	-	-	-	-
TOTALS	**$ 5,229,561**	**$ 2,826,257**	**$ 91,000**	**$ 8,146,818**

COMMUNITY TRANSPORTATION IMPROVEMENT FUND

OPERATING REVENUES

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
PRIOR YEAR BALANCE	$ 100,913	$ -	$ -	$ 100,913
GRANTS REVENUE	1,000,000	-	-	1,000,000
TRANSFER FROM GENERAL	300,000	-	25,000	325,000
INTEREST INCOME	2,800	-	-	2,800
			-	
TOTALS	**$ 1,403,713**	**$ -**	**$ 25,000**	**$ 1,428,713**

OPERATING EXPENSES

	INFO ONLY 2010-11 BUDGET	INFO ONLY 2010-11 PRIOR ADJMTS	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
PROGRAM EXPENSES	$ 1,300,000	$ -	$ 25,000	$ 1,325,000
OPERATING TRANSFERS OUT	-	-	-	-
				-
CURRENT YEAR BALANCE	103,713	-	-	103,713
TOTALS	**$ 1,403,713**	**$ -**	**$ 25,000**	**$ 1,428,713**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
GENERAL FUND REVNEUES	BEG BALANCE	2,277,575	2,654,528	1,034	2,655,562
Permits and Other Licenses	TRAILER LICENSES	17,000	17,000	7,000	24,000
	BUILDING PERMITS	425,000	425,000	(50,000)	375,000
	SPRINKLER	25,000	25,000	(7,000)	18,000
	MISCELLANEOUS	25,000	25,000	3,000	28,000
		492,000	**492,000**	**(47,000)**	**445,000**
Permits and Other Licenses	VACANT BUILDING REG	10,000	10,000	5,000	15,000
		10,000	**10,000**	**5,000**	**15,000**
Grants	OTHER FED/STATE GRANTS	-	-	16,000	16,000
	OP TRANS FROM 710 & 712	138,350	138,350	(58,350)	80,000
	RECREATION	-	-	51,000	51,000
	HOMELAND SECURITY GRANTS DEMA	-	-	172,061	172,061
	OPERATING TRANS FROM 714	73,500	73,500	(73,500)	-
		211,850	**211,850**	**107,211**	**319,061**
Fines and Police Revenue	COURT OF COMM PLEAS FINES	80,000	80,000	(25,000)	55,000
	J P COURT FINES	215,000	215,000	5,000	220,000
	POLICE DEPARTMENT FINES	160,000	160,000	30,000	190,000
	POLICE SPECIAL DONATIONS	-	-	14,887	14,887
	BOAT LICENSES	6,500	6,500	(500)	6,000
	MISCELLANEOUS	5,000	5,000	13,000	18,000
	POLICE O/T SERVICE	35,000	35,000	5,000	40,000
	911 FEE REVENUE	45,000	45,000	15,000	60,000
		546,500	**546,500**	**57,387**	**603,887**
Investment Income	FUND INTEREST INCOME	224,000	224,000	(108,000)	116,000
		224,000	**224,000**	**(108,000)**	**116,000**
Transfers From	OPER TSF FROM ERLSP (212)	930,000	930,000	70,000	1,000,000
	OPER TSF FRM TSF TAX(214)	1,000,000	650,000	750,000	1,400,000
		1,930,000	**1,580,000**	**820,000**	**2,400,000**

ADJUSTMENTS BY LINE ITEM					
LATEST ESTIMATE FISCAL YEAR 2010-2011					
AS OF 02/28/11					
Category	**Description**	**Information Only 2010-2011 Budget**	**Information Only 2010-2011 Adj Bud**	**Information Only 2010-2011 LE Adjustment**	**2010-2011 Latest Estimate**
Miscellaneous Charges	FRANCHISE FEES	486,000	486,000	34,000	520,000
	GRASS CUTTING	8,500	8,500	11,500	20,000
	POLICE EXTRA DUTY	300,000	300,000	73,500	373,500
	TRASH REVENUE	2,244,511	2,244,511	(194,511)	2,050,000
		3,039,011	**3,039,011**	**(75,511)**	**2,963,500**
Interfund Service Receipts	WATER/WASTEWATER	972,889	972,889	(16,480)	956,409
	ELECTRIC	3,374,945	3,374,945	(37,724)	3,337,221
		4,347,834	**4,347,834**	**(54,204)**	**4,293,630**
GENERAL FUND REVENUES				**705,917**	

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
GENERAL FUND EXPENDITURES					
City Clerk	SALARIES	171,103	171,103	4,445	175,548
	FICA TAXES	12,291	12,291	861	13,152
	HEALTH INSURANCE	42,234	42,234	(3,285)	38,949
	WORKERS COMPENSATION	894	894	36	930
	EDUCATIONAL ASSISTANCE	10,000	10,000	(7,821)	2,179
	PENSION	6,635	6,635	2,729	9,364
		243,157	**243,157**	**(3,035)**	**240,122**
Tax Assessor	SALARIES	125,548	125,548	830	126,378
	TEMPORARY HELP	11,649	11,649	(8,479)	3,170
	FICA TAXES	10,244	10,244	(396)	9,848
	HEALTH INSURANCE	18,158	18,158	(166)	17,992
	L I D INSURANCE	950	950	(389)	561
	WORKERS COMPENSATION	863	863	(100)	763
	EDUCATIONAL ASSISTANCE	10,000	10,000	(10,000)	-
	PENSION	6,764	6,764	197	6,961
	LEGAL EXPENSES	-	-	88,000	88,000
		184,176	**184,176**	**69,497**	**253,673**
Fire	SALARIES	268,610	268,610	(22,472)	246,138
	OVERTIME	38,365	38,365	11,432	49,797
	TEMPORARY HELP	25,070	25,070	(21,343)	3,727
	FICA TAXES	25,418	25,418	(2,551)	22,867
	HEALTH INSURANCE	52,785	52,785	(9,196)	43,589
		410,248	**410,248**	**(44,130)**	**366,118**
Grounds	SALARIES	619,274	619,274	(20,221)	599,053
	OVERTIME	17,000	17,000	17,110	34,110
	FICA TAXES	48,250	48,250	(103)	48,147
	HEALTH INSURANCE	150,022	150,022	(18,413)	131,609
	PENSION	26,486	26,486	(2,041)	24,445
		861,032	**861,032**	**(23,668)**	**837,364**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Library	SALARIES	715,592	715,592	(18,743)	696,849
	FICA TAXES	53,902	53,902	(991)	52,911
	HEALTH INSURANCE	119,495	119,495	(25,740)	93,755
	L I D INSURANCE	3,792	3,792	200	3,992
	WORKERS COMPENSATION	3,807	3,807	105	3,912
	PENSION	26,916	26,916	(1,542)	25,374
		923,504	**923,504**	**(46,711)**	**876,793**
Parks & Recreation	SALARIES	356,413	356,413	(2,943)	353,470
	TEMPORARY HELP	28,489	28,489	(6,160)	22,329
	FICA TAXES	28,873	28,873	(451)	28,422
	HEALTH INSURANCE	64,267	64,267	(3,289)	60,978
	CONTRACTUAL SERVICES	114,000	114,000	51,000	165,000
		592,042	**592,042**	**38,157**	**630,199**
Life Safety	SALARIES	199,292	199,292	(3,127)	196,165
	OVERTIME	10,000	10,000	-	10,000
	TEMPORARY HELP	-	-	-	-
	FICA TAXES	15,788	15,788	(44)	15,744
	HEALTH INSURANCE	22,687	22,687	2,740	25,427
	L I D INSURANCE	1,072	1,072	113	1,185
	WORKERS COMPENSATION	1,805	1,805	457	2,262
	EDUCATIONAL ASSISTANCE	-	-	-	-
	PENSION	10,705	10,705	(382)	10,323
	SECURITY/SAFETY MATERIALS	15,400	15,400	16,000	31,400
		276,749	**276,749**	**15,757**	**292,506**
Code Enforcement	SALARIES	169,682	169,682	(5,836)	163,846
	TEMPORARY HELP	-	-	24,275	24,275
	FICA TAXES	12,549	12,549	1,656	14,205
	HEALTH INSURANCE	50,377	50,377	(2,855)	47,522
	EDUCATIONAL ASSISTANCE	3,500	3,500	(3,500)	-
	PENSION	7,270	7,270	(511)	6,759
	PROGRAM EXPENSES/SUPPLIES	8,000	8,000	5,000	13,000
		251,378	**251,378**	**18,229**	**269,607**
Inspections	DEMOLITION EXPENSES	50,000	50,000	65,000	115,000
		50,000	**50,000**	**65,000**	**115,000**

ADJUSTMENTS BY LINE ITEM					
LATEST ESTIMATE FISCAL YEAR 2010-2011					
AS OF 02/28/11					
Category	**Description**	**Information Only 2010-2011 Budget**	**Information Only 2010-2011 Adj Bud**	**Information Only 2010-2011 LE Adjustment**	**2010-2011 Latest Estimate**
Police-Adminstration	PROGRAM EXPENSES/SUPPLIES	53,000	-	40,000	93,000
		53,000	**-**	**40,000**	**93,000**
Police - Civilian	SALARIES	1,286,327	1,286,327	(18,890)	1,267,437
	OVERTIME	50,000	50,000	3,578	53,578
	FICA TAXES	102,306	102,306	(1,248)	101,058
	HEALTH INSURANCE	240,605	240,605	(7,036)	233,569
	L I D INSURANCE	7,425	7,425	(115)	7,310
	WORKERS COMPENSATION	8,723	8,723	(1,043)	7,680
	EDUCATIONAL ASSISTANCE	4,200	4,200	(4,200)	-
	PENSION	55,659	55,659	12,724	68,383
		1,755,245	**1,755,245**	**(16,230)**	**1,739,015**
Police - Law Enforcement	SALARIES	6,554,618	6,554,618	(276,769)	6,277,849
	OVERTIME	450,000	450,000	32,402	482,402
	FICA TAXES	484,941	484,941	32,218	517,159
	HEALTH INSURANCE	1,014,227	1,014,227	(20,424)	993,803
	L I D INSURANCE	24,888	24,888	214	25,102
	WORKERS COMPENSATION	347,772	347,772	(18,679)	329,093
	EDUCATIONAL ASSISTANCE	28,100	28,100	4,373	32,473
	PENSION	852,082	852,082	40,145	892,227
		9,756,628	**9,756,628**	**(206,520)**	**9,550,108**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Streets	SALARIES	431,156	431,156	(20,496)	410,660
	FICA TAXES	33,609	33,609	(1,116)	32,493
	HEALTH INSURANCE	99,023	99,023	(3,950)	95,073
	SAND AND SALT	4,000	4,000	20,576	24,576
	MAINT EQUIP REPAIRS/MAIN	24,000	24,000	18,516	42,516
		591,788	**591,788**	**13,530**	**605,318**
Sanitation	SALARIES	449,699	449,699	2,621	452,320
	OVERTIME	18,000	18,000	8,761	26,761
	HEALTH INSURANCE	118,166	118,166	(1,101)	117,065
	CONTRACTUAL SERVICES	1,442,186	1,442,186	(59,786)	1,382,400
		2,028,051	**2,028,051**	**(49,505)**	**1,978,546**
City Manager	SALARIES	347,877	347,877	1,460	349,337
	FICA TAXES	23,214	23,214	2,255	25,469
	HEALTH INSURANCE	38,412	38,412	2,555	40,967
	PENSION	18,626	18,626	473	19,099
	LEGAL EXPENSES	89,000	88,800	11,200	100,000
		517,129	**516,929**	**17,943**	**534,872**
Information Technologies	SALARIES	380,390	357,890	(57,836)	300,054
	FICA TAXES	25,697	25,697	(2,905)	22,792
	HEALTH INSURANCE	60,316	60,316	(1,427)	58,889
	L I D INSURANCE	2,219	2,219	121	2,340
	WORKERS COMPENSATION	1,826	1,826	64	1,890
	PENSION	16,060	16,060	(2,704)	13,356
	OFF EQUIP/REPAIRS & MAINT	139,279	139,279	13,802	153,081
		486,508	**464,008**	**(50,885)**	**399,321**
Finance	SALARIES	491,495	491,495	(35,000)	456,495
	TEMPORARY HELP	-	-	35,000	35,000
	OFFICE SUPPLIES	2,500	2,500	(500)	2,000
	PRINTING AND DUPLICATING	8,500	8,500	(500)	8,000
	TELEPHONE/FAX	2,000	2,000	(300)	1,700
	ADVERTISEMENT	300	300	(100)	200
	CONTRACTUAL SERVICES	163,600	163,600	(20,600)	143,000
		668,395	**668,395**	**(22,000)**	**646,395**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Facilities Maintenance	SALARIES	587,035	587,035	(22,446)	564,589
	TEMPORARY HELP	24,403	24,403	(4,614)	19,789
	FICA TAXES	46,153	46,153	(1,764)	44,389
	HEALTH INSURANCE	125,921	125,921	(4,931)	120,990
	PENSION	24,642	24,642	(1,170)	23,472
		808,154	**808,154**	**(34,925)**	**773,229**
Central Services	SALARIES	249,821	249,821	3,810	253,631
	FICA TAXES	18,799	18,799	516	19,315
	HEALTH INSURANCE	63,797	63,797	(18,347)	45,450
	WORKERS COMPENSATION	5,431	5,431	1,118	6,549
	PENSION	12,431	12,431	(230)	12,201
		350,279	**350,279**	**(13,133)**	**337,146**
Fleet Maintenance	SALARIES	264,010	264,010	578	264,588
	OVERTIME	1,500	1,500	4,476	5,976
	FICA	19,879	19,879	486	20,365
	HEALTH INSURANCE	66,226	66,226	(596)	65,630
	WORKMANS COMP.	10,780	10,780	194	10,974
	PENSION	13,444	13,444	265	13,709
	PROGRAM EXPENSES/SUPPLIES	367,700	367,700	(35,700)	332,000
		743,539	**743,539**	**(30,297)**	**713,242**
Customer Service	SALARIES	566,225	566,225	6,460	572,685
	FICA TAXES	42,592	42,592	814	43,406
	HEALTH INSURANCE	132,840	132,840	3,643	136,483
	L I D INSURANCE	3,416	3,416	72	3,488
	WORKERS COMPENSATION	3,002	3,002	31	3,033
	EDUCATIONAL ASSISTANCE	11,000	11,000	(7,616)	3,384
	PENSION	25,397	25,397	815	26,212
		784,472	**784,472**	**4,219**	**788,691**
Human Resources	OVERTIME	1,000	1,000	(1,000)	-
	EDUCATIONAL ASSISTANCE	6,000	6,000	(2,000)	4,000
	CONSULTING FEES	9,500	9,500	(9,500)	-
		16,500	**16,500**	**(12,500)**	**4,000**
Transfer to Contingency	TRANSFER TO CONTINGENCY RES	-	-	172,061	172,061
Uncollectible Reserve	UNCOLLECTIBLES-TRASH&OTHR	10,000	10,000	100,000	110,000
Budget Balance	BUDGET BALANCE	2,913,300	2,940,253	758,865	3,699,118

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
		2,923,300	**2,950,253**	**1,030,926**	**3,981,179**
GENERAL FUND EXPENDITURES				**719,719**	
GOVERNMENTAL CAPITAL PROJECTS FUND					
GENERAL CAPITAL PROJECTS REVNEUES	OTHER FED/STATE GRANTS	3,361,520	4,250,348	20,000	4,270,348
		3,361,520	**4,250,348**	**20,000**	**4,270,348**
GENERAL CAPITAL PROJECTS REVNEUES				**20,000**	
GENERAL CAPITAL PROJECTS EXPENDITURES					
Grounds	TRUCKS - PURCHASE	54,575	54,328	(17,158)	37,170
		54,575	**54,328**	**(17,158)**	**37,170**
Police	AUTOMOBILES - PURCHASE	282,380	282,380	(12,352)	270,028
	CONSTRUCTION - PURCHASE	-	-	20,000	20,000
		282,380	**282,380**	**7,648**	**290,028**
Streets	TRUCKS - PURCHASE	131,055	131,055	(26,579)	104,476
		131,055	**131,055**	**(26,579)**	**104,476**
Sanitation	TRUCKS - PURCHASE	246,075	246,075	(33,656)	212,419
		246,075	**246,075**	**(33,656)**	**212,419**
Information Technologies	COMPUTER HARDWARE/CAPITAL	12,000	5,000	(5,000)	-
		12,000	**5,000**	**(5,000)**	**-**
Budget Balance	BUDGET BALANCE	92,323	125,446	69,745	195,191
Trns to Comm Trans Fund	TRF TO COMM TRANS FUND	-	-	25,000	25,000
		92,323	**125,446**	**94,745**	**220,191**
GENERAL CAPITAL PROJECTS EXPENDITURES				**20,000**	

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
WATER/WASTEWATER FUND REVNEUES					
Beginning Balances	BEG BALANCE	943,545	1,236,193	353	1,236,546
	BEG BAL WASTEWATER	585,053	902,719	(353)	902,366
		1,528,598	**2,138,912**	**-**	**2,138,912**
Interest	FUND INTEREST INCOME	1,515	1,515	18,285	19,800
		1,515	**1,515**	**18,285**	**19,800**
WATER/WASTEWATER REVNEUES				**18,285**	
WATER/WASTEWATER FUND EXPENSES					
Engineering	SALARIES	427,574	427,574	(60,599)	366,975
	FICA TAXES	31,821	31,821	(3,943)	27,878
	HEALTH INSURANCE	75,434	75,434	(4,579)	70,855
	L I D INSURANCE	2,597	2,597	(299)	2,298
	WORKERS COMPENSATION	3,660	3,660	712	4,372
	PENSION	17,716	17,716	(1,840)	15,876
		558,802	**558,802**	**(70,548)**	**488,254**
Construction	SALARIES	235,622	235,622	1,449	237,071
	OVERTIME	5,000	5,000	5,391	10,391
	FICA TAXES	17,231	17,231	1,283	18,514
	HEALTH INSURANCE	65,279	65,279	(768)	64,511
	WORKERS COMPENSATION	8,303	8,303	981	9,284
	PENSION	8,959	8,959	26	8,985
		340,394	**340,394**	**8,362**	**348,756**
Water	SALARIES	177,153	177,153	(21,584)	155,569
	OVERTIME	3,500	3,500	6,486	9,986
	FICA TAXES	13,248	13,248	(750)	12,498
	HEALTH INSURANCE	59,217	59,217	(10,320)	48,897
	L I D INSURANCE	1,039	1,039	40	1,079
	WORKERS COMPENSATION	4,221	4,221	162	4,383
	PENSION	7,659	7,659	(726)	6,933
		266,037	**266,037**	**(26,692)**	**239,345**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Wastewater	SALARIES	411,700	411,700	(28,255)	383,445
	OVERTIME	57,500	57,500	(23,016)	34,484
	FICA TAXES	30,961	30,961	671	31,632
	HEALTH INSURANCE	105,851	105,851	3,148	108,999
	L I D INSURANCE	2,042	2,042	40	2,082
	WORKERS COMPENSATION	16,525	16,525	433	16,958
	PENSION	17,529	17,529	1,127	18,656
		642,108	**642,108**	**(45,852)**	**596,256**
Water Treatment Plant	HEALTH INSURANCE	114,403	114,403	11,476	125,879
	PENSION	19,989	19,989	914	20,903
		134,392	**134,392**	**12,390**	**146,782**
Budget Balance	BUDGET BALANCE	1,348,501	1,641,149	85,223	1,726,372
Bud Bal Wastewater	BUDGET BAL WASTEWATER	1,127,608	1,445,274	127,007	1,572,281
Uncollectible Reserve	TR TO UNCOLLECTIBLE RESRV	-	-	71,000	71,000
Interfund Service Fee	INTERFUND SERVICE FEE	1,272,331	1,272,331	(142,605)	1,129,726
		3,748,440	**4,358,754**	**140,625**	**4,499,379**
WATER/WASTEWATER FUND EXPENSES				**18,285**	

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
ELECTRIC FUND REVENUES					
Interest Earnings	FUND INTEREST INCOME	65,700	65,700	44,600	110,300
		65,700	**65,700**	**44,600**	**110,300**
Power Cost Adj	FUEL/WASTE-WATER ADJUST	(2,000,000)	(2,000,000)	(293,603)	(2,292,603)
Direct Sales to Cust	DIRECT SALES TO CUSTOMERS	29,143,500	29,143,500	1,321,906	30,465,406
Utility Tax	STATE UTILITY TAX	1,864,800	1,864,800	100,200	1,965,000
		29,008,300	**29,008,300**	**1,128,503**	**30,137,803**
Interfund Service Fees	WATER/WASTEWATER	299,442	299,442	(126,125)	173,317
		299,442	**299,442**	**(126,125)**	**173,317**
ELECTRIC FUND REVENUES				**1,046,978**	
ELECTRIC FUND EXPENSES					
Plant Operations	OVERTIME	179,816	179,816	33,000	212,816
	EDUCATIONAL ASSISTANCE	-	5,000	(5,000)	-
	INCENTIVE ACUMULATOR	287,748	227,748	(3,600)	224,148
	INCENTIVE BURDEN (21.0%)	63,362	53,362	(4,000)	49,362
	BURDEN @ 40%	760,113	760,113	(30,000)	730,113
	MEDICAL SUPPLIES	7,500	7,500	(4,500)	3,000
	COMPUTER SOFTWARE	14,895	14,895	(7,000)	7,895
	WATER/SEWER	38,000	38,000	90,000	128,000
	OPERATOR INSURANCE	381,000	341,000	(25,000)	316,000
	ELECTRICITY	620,000	620,000	448,000	1,068,000
	HEATING OIL/GAS	50,000	50,000	(8,000)	42,000
	TRAINING/CONF/FOOD/TRAVEL	45,494	45,494	(2,000)	43,494
	CONTRACTUAL SERVICES	33,240	73,240	4,000	77,240
	ENVIRONMENT EXPENSES	108,200	108,200	(5,000)	103,200
	OPERATOR INCENTIVE	156,775	126,775	(4,500)	122,275
	HOME OFFICE LABOR	98,340	98,340	(14,000)	84,340
	AUXILLARY SYSTEMS	36,000	36,000	(3,000)	33,000
	BOILER SYSTEMS	30,000	130,000	5,000	135,000
	DCS CONTROL SYSTEM	12,000	12,000	(3,400)	8,600
	COOLING TOWER	6,000	6,000	2,000	8,000
	FUEL OIL/GAS SYSTEMS	4,000	4,000	(2,500)	1,500
	COMBUSTION TURBINE MAINT	12,000	12,000	15,000	27,000
	POWER DISTRIBUTION SYSTEM	12,000	12,000	(3,500)	8,500
	TURBINE GENERATOR SYSTEMS	22,000	22,000	(3,000)	19,000
		2,978,483	**2,983,483**	**469,000**	**3,452,483**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Power Supply and Generation	OPERATOR/SUPPLY MGMT FEE	2,280,000	2,280,000	41,562	2,321,562
	3RD PARTY HEDGE PURCHASES	48,059,699	48,059,699	(425,336)	47,634,363
	CAPACITY CHARGES	11,618,223	11,618,223	684,169	12,302,392
	CAPACITY CREDITS	(11,488,785)	(11,488,785)	69,062	(11,419,723)
	PJM CHARGES	11,850,876	11,850,876	1,512,556	13,363,432
	PJM CREDITS	(720,797)	(720,797)	(4,832,607)	(5,553,404)
	GAS FUEL	297,820	297,820	2,947,157	3,244,977
		61,897,036	**61,897,036**	**(3,437)**	**61,893,599**
Transmission & Distribution	SALARIES	1,571,677	1,571,677	(133,931)	1,437,746
	OVERTIME	110,074	110,074	15,249	125,323
	FICA TAXES	116,577	116,577	1,387	117,964
	HEALTH INSURANCE	308,554	308,554	(39,307)	269,247
	L I D INSURANCE	6,405	6,405	(23)	6,382
	WORKERS COMPENSATION	64,058	64,058	(668)	63,390
	PENSION	65,806	65,806	(2,078)	63,728
		2,243,151	**2,243,151**	**(159,371)**	**2,083,780**
Engineering	SALARIES	699,407	699,407	(52,219)	647,188
	OVERTIME	47,320	47,320	(38,748)	8,572
	FICA TAXES	52,456	52,456	(2,789)	49,667
	HEALTH INSURANCE	100,514	100,514	3,064	103,578
	WORKERS COMPENSATION	20,429	20,429	2,794	23,223
		920,126	**920,126**	**(87,898)**	**832,228**
Electric Admin	CITY BLDG MAINT SUPPLIES	89,694	89,694	54,750	144,444
		89,694	**89,694**	**54,750**	**144,444**
Meter Reading	SALARIES	127,495	127,495	(3,942)	123,553
	OVERTIME	13,610	13,610	(7,258)	6,352
	FICA TAXES	10,582	10,582	(742)	9,840
	HEALTH INSURANCE	28,646	28,646	(883)	27,763
	WORKERS COMPENSATION	5,699	5,699	(428)	5,271
		186,032	**186,032**	**(13,253)**	**172,779**

ADJUSTMENTS BY LINE ITEM

LATEST ESTIMATE FISCAL YEAR 2010-2011

AS OF 02/28/11

Category	Description	Information Only 2010-2011 Budget	Information Only 2010-2011 Adj Bud	Information Only 2010-2011 LE Adjustment	2010-2011 Latest Estimate
Systems Operations	SALARIES	348,978	348,978	(29,980)	318,998
	OVERTIME	61,350	61,350	(4,940)	56,410
	FICA TAXES	25,234	25,234	3,158	28,392
	HEALTH INSURANCE	58,612	58,612	1,481	60,093
	WORKERS COMPENSATION	6,358	6,358	4,386	10,744
	PENSION	14,867	14,867	335	15,202
		515,399	**515,399**	**(25,560)**	**489,839**
Budget Balance	BUDGET BALANCE	8,757,579	1,451,589	738,732	10,947,900
Uncollectible reserve	TR TO UNCOLLECTIBLE RESRV	135,000	135,000	175,000	310,000
Utility Tax Payment	UT TAX PAYMENT TO STATE	1,864,800	1,864,800	100,200	1,965,000
Debt Service	FINANCIAL CHARGES	4,058,700	4,058,700	(468,810)	3,589,890
Interfund Service Fee	INTERFUND SERVICE FEE	3,374,945	3,374,945	(33,445)	3,337,221
Trans. To Contingency	TR TO CONTINGENCY RESERVE	-	-	301,070	301,070
		18,191,024	**10,885,034**	**812,747**	**20,451,081**
ELECTRIC FUND EXPENSES	**TOTALS**			**1,046,978**	
ELECTRIC IMPROVEMENT AND EXTENSION FUND REVENUES					
State Reimbursement	OTHER FED/STATE GRANTS	-	389,909	91,000	480,909
		-	**389,909**	**91,000**	**480,909**
ELECTRIC IMPROVEMENT AND EXTENSION FUND EXPENSES					
Wyoming Mill Road Project	DISTRIBUTION UPGRADES	750,511	753,961	91,000	844,961
		750,511	**753,961**	**91,000**	**844,961**
REALTY TRANSFER TAX					
Revenue	REALTY TRANSFER TAX	1,000,000	1,000,000	400,000	1,400,000
Expense	TRANSF TO GEN FUND (110)	1,000,000	1,000,000	400,000	1,400,000
COMMUNITY TRANSPORTATION IMPROVEMENT FUND REVENUE					
Revenue from Gen Cap Proj	REV FROM GEN FUND (110)	300,000	300,000	25,000	325,000
COMMUNITY TRANSPORTATION IMPROVEMENT FUND EXPENSES					
CONSTRUCTION - PURCHASE	CONSTRUCTION - PURCHASE	1,300,000	1,300,000	25,000	1,325,000

FIRST READING

CITY OF DOVER PROPOSED ORDINANCE #2011-09

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

The amounts hereinafternamed in various City funds are changes from the currently approved revenues/receipts and appropriations to the revised revenues/receipts and revised appropriations for use by the various departments of the Municipal Government for:

20010-2011 BUDGET ORDINANCES
GENERAL FUND
CASH RECEIPTS AND BUDGET FOR 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
RECEIPTS		
PRIOR YEAR BALANCE	1,034	2,655,562
FINES AND POLICE REVENUE	42,387	578,889
911 FEE	15,000	60,000
INVESTMENT INCOME	(108,000)	116,000
LIBRARY REVENUES	-	64,189
KENT COUNTY BOOK REIMBURSEMENT	-	460,000
BUSINESS LICENSES	-	1,523,675
PERMITS AND OTHER LICENSES	(42,000)	892,000
DEMOLITION REVENUE	-	-
MISCELLANEOUS CHARGES	11,500	65,750
POLICE EXTRA DUTY	-	300,000
PROPERTY TAXES	-	10,982,634
BID REVENUE	-	52,692
RECREATION REVENUE	-	141,500
FRANCHISE FEE	34,000	520,000
TRASH FEES	(194,511)	2,050,000
DSWA TRASH FEE REBATE	-	143,000
RENT REVENUE - GARRISON FARM	-	87,000
COURT OF CHANCERY FEES	-	645,000
RECEIPTS SUBTOTAL	(240,590)	21,337,891
INTERFUND SERVICE RECEIPTS		
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	(14,631)	958,258
INTRAFUND SERVICE RECEIPTS ELECTRIC	(33,445)	3,341,500
INTERFUND SERVICE RECEIPTS SUBTOTAL	(48,076)	4,299,758
GRANTS		
POLICE RELATED	(58,350)	80,000
CAPITAL SCHOOL DISTRICT REVENUE	-	73,500
POLICE PENSION GRANT	-	620,000
RECREATION GRANTS	51,000	51,000
MISC GRANT REVENUE	-	-
HOMELAND SECURITY GRANT	188,061	188,061
SALE OF ASSETS	-	-
GRANTS SUBTOTAL	180,711	1,012,561

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20010-2011 BUDGET ORDINANCES
GENERAL FUND - CONTINUED

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
TRANSFERS FROM		
TRANSFER TAX	750,000	1,400,000
MUNICIPAL STREET AID	-	526,843
CIVIL TRAFFIC PENALTIES	70,000	1,000,000
WATER/WASTEWATER	-	-
ELECTRIC	-	8,856,000
PARKLAND RESERVE	-	-
LIBRARY RESERVE	-	-
CAPITAL ASSET RESERVE	-	-
WORKER'S COMP FUND	-	-
CONTINGENCY FUND		-
TRANSFERS FROM SUBTOTAL	820,000	11,782,843
TOTALS	**712,045**	**38,433,053**
EXPENSES		
CITY CLERK	(3,035)	284,368
COUNCIL	-	130,769
TAX ASSESSOR	69,497	266,746
FIRE	(44,130)	665,732
GROUNDS MAINTENANCE	(23,668)	1,031,889
LIBRARY	(46,711)	1,079,516
RECREATION	38,157	816,626
LIFE SAFETY	15,757	517,592
CODE INFORCEMENT	18,229	295,010
PLANNING	-	422,893
INSPECTIONS	65,000	559,807
ECONOMIC DEVELOPMENT	-	247,488
POLICE	(182,750)	12,275,623
POLICE EXTRA DUTY	-	449,516
STREETS	13,530	815,559
SANITATION	(49,505)	2,297,839
CITY MANAGER	17,943	579,515
INFORMATION TECHNOLOGY	(50,885)	697,329
FINANCE	(22,000)	805,169
PUBLIC SERVICES - ADMINISTRATION	-	369,752
FACILITIES MANAGEMENT	(34,925)	955,832
CENTRAL SERVICES	(13,133)	656,844
FLEET MAINTENANCE	(30,297)	731,632
CUSTOMER SERVICES	4,219	873,623
HUMAN RESOURCES	(12,500)	346,390
MAYOR	-	88,341
DEPARTMENT SUBTOTALS	(271,207)	28,261,400

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20010-2011 BUDGET ORDINANCES
GENERAL FUND - CONTINUED

		INFO ONLY	
		2010-11	2010-11
		LATEST EST ADJMTS	REVISED
RETIREES HEALTH CARE		-	1,297,509
RETIREES PAYMENTS		-	-
PENSION UNFUNDED LIABILITY		-	995,000
POLICE PENSION UNFUNDED LIABILITY		-	95,000
POLICE PENSION FUND		-	620,000
OPEB		-	-
UNCOLLECTIBLES - TRASH AND OTHER		100,000	110,000
LOSS ON SALE OF ASSET		-	-
STORM EMERGENCY		-	-
STREET LIGHTS		-	985,000
OTHER EXPENSE SUBTOTAL		272,061	5,206,370
GRANTS			
IT EMERGENCY PREPAREDNESS PLAN		-	-
GRANTS SUBTOTAL		-	-
TRANSFERS			
TRANSFER TO PENSION COLA		-	-
TRANSFER TO CAPITAL ASSET RESERVE		-	-
TRANSFER TO CAPITAL FUND - PROJECTS		-	1,307,839
TRANSFER TO CAPITAL FUND - RESERVE		-	-
TRANSFER TO STREET PROGRAM		-	-
TRANSFER TO PARKLAND/RECREATION RESERVE		-	-
TRANSFER TO LIBRARY RESERVE		-	-
TRANSFER TO CDBG FUND		-	6,000
TRANSFER TO VERIZON RESERVE		-	-
INVENTORY WRITE OFFS		-	-
TRANSFERS SUBTOTAL		-	1,313,839
CURRENT YEAR BALANCE		711,191	3,651,444
TOTALS	**$**	**712,045**	**$** **38,433,053**

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2010-2011 BUDGET ORDINANCES
GENERAL CONTINGENCY FUND
CASH RECEIPTS AND EXPENDITURES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
CASH RECEIPTS		
BEGINNING BALANCE	$ -	$ 530,393
INTEREST EARNINGS	-	23,100
REIMBURSEMENT FROM DEMA (SNOW EMERGENCY)	172,061	172,061
TOTALS	**172,061**	**725,554**
EXPENDITURES		
TRANSFER TO GENERAL FUND	-	-
TRANSFER TO OPEB	-	-
TRANSFER TO LIBRARY FUND	-	-
CARRY FORWARD TO NEXT YEAR	172,061	725,554
TOTALS	**$ 172,061**	**$ 725,554**

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2010-2011 BUDGET ORDINANCES
GOVERNMENTAL CAPITAL PROJECTS FUND
CASH RECEIPTS AND EXPENDITURES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
CASH RECEIPTS		
BEGINNING BALANCE - PROJECTS	$ -	$ 227,592
STATE GRANTS	-	4,232,348
INTEREST EARNINGS	-	10,900
INCOME FROM SALE OF ASSETS	-	-
RECREATION GRANTS	-	34,583
POLICE GRANTS	20,000	38,000
HOMELAND SECURITY GRANTS	-	-
LIBRARY BOND ISSUE/CONTRIBUTIONS	-	1,000,000
TRANSFER FROM GENERAL FUND FOR PROJECTS	-	1,307,839
TRANSFER FROM PARKLAND RESERVE (JWP CNTR)	-	-
TRANSFER FROM LIBRARY RESERVE	-	2,363,732
GIFTS/DONATIONS (RECREATION)	-	-
PARKLAND RESERVE RECEIPT	-	36,872
TRANSFER FROM CAPITAL ASSET RESERVE	-	-
TOTALS	**20,000**	**9,251,866**
EXPENDITURES		
CITY CLERK	-	-
COUNCIL	-	-
TAX ASSESSOR	-	-
FIRE	-	223,700
GROUNDS MAINTENANCE	(17,158)	46,517
LIBRARY	-	7,630,663
RECREATION	-	81,872
LIFE SAFETY	-	-
PLANNING	-	-
INSPECTIONS	-	-
ECONOMIC DEVELOPMENT	-	-
POLICE	7,648	343,528
STREETS	(26,579)	454,476
SANITATION	(33,656)	212,419
CITY MANAGER	-	-
INFORMATION TECHNOLOGY	(5,000)	7,000
FINANCE	-	-
PUBLIC SERVICES - ADMINISTRATION	-	-
FACILITIES MANAGEMENT	-	-
CENTRAL SERVICES	-	-
FLEET MAINTENANCE	-	-
CUSTOMER SERVICES	-	-
HUMAN RESOURCES	-	-
MAYOR	-	31,500
DEPARTMENT SUBTOTAL	(74,745)	9,031,675
TRANSFERS		
TRANSFER TO CAPITAL ASSET RESERVE	-	-
TRANSFER TO PARKLAND RESERVE	-	-
TRANSFER TO LIBRARY RESERVE	-	-
TRANSFER TO GENERAL FUND	-	-
TRANSFER TO COMMUNITY TRANS. FUND 318	25,000	25,000
TRANSFER SUBTOTAL	25,000	25,000
CURRENT YEAR BALANCE	69,745	195,191
TOTALS	**$ 20,000**	**$ 9,251,866**

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2010-2011 BUDGET ORDINANCES
WATER/WASTEWATER FUND
REVENUES AND EXPENSES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
REVENUE		
PRIOR YEAR BALANCE - WATER	$ 353	$ 1,236,546
PRIOR YEAR BALANCE - WASTEWATER	-	902,719
PRIOR YEAR BALANCE - KCSA	(353)	(1,872,434)
WATER FEES	-	4,206,700
WASTEWATER FEES	-	3,308,300
WASTEWATER ADJUSTMENT FEES	-	4,275,600
WATER TANK SPACE LEASING	-	299,400
SEWER IMPACT FEES	-	323,000
WATER IMPACT FEES	-	357,000
INTEREST - WATER	8,206	8,886
INTEREST - WASTEWATER	10,079	10,914
MISCELLANEOUS SERVICE FEE	-	71,000
REVENUE SUBTOTAL	18,285	13,127,631
GRANTS AND REIMBURSEMENTS		
STATE REIMBURSEMENT	-	-
GRANT REVENUE	-	-
GRANTS AND REIMBURSEMENTS SUBTOTAL	-	-
TRANSFERS FROM		
TRANSFER FROM CAPITAL ASSET RESERVE	-	-
TRANSFER FROM CONTINGENCY	-	-
TRANSFERS FROM SUBTOTAL	-	-
TOTALS	**$ 18,285**	**$ 13,127,631**

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2010-2011 BUDGET ORDINANCES
WATER/WASTEWATER FUND - CONTINUED

	INFO ONLY	
	2010-11	2010-11
	LATEST EST ADJMTS	REVISED
EXPENSES		
ENGINEERING & INSPECTION	$ (70,548)	$ 572,330
WATER CONSTRUCTION	8,362	400,923
WATER DEPARTMENT	(26,692)	385,896
WATER TREATMENT PLANT	12,390	1,512,247
WASTEWATER DEPARTMENT	(45,852)	923,910
KENT COUNTY TREATMENT CHARGE		4,235,403
DIRECT EXPENDITURE SUBTOTAL	(122,340)	8,030,709
OTHER EXPENSES		
DEBT SERVICE - WATER	-	246,403
DEBT SERVICE - WASTEWATER	-	316,198
RETIREES HEALTH CARE	-	177,427
PENSION UNFUNDED LIABILITY	-	372,000
OPEB		-
UNCOLLECTIBLES - TRASH AND OTHER	71,000	71,000
INTRAFUND SERVICE FEES	(140,756)	1,131,575
ARBITRAGE PAYMENT 60/40 Water		-
OTHER EXPENSES SUBTOTAL	(69,756)	2,314,603
TRANSFER TO		
GENERAL FUND FROM WATER	-	-
GENERAL FUND FROM WASTEWATER	-	-
WATER IMP AND EXT	-	500,000
WASTEWATER IMP AND EXT	-	500,000
TRANSFER TO PENSION COLA	-	-
SEWER IMPACT FEE RESERVE	-	6,802
WATER IMPACT FEE RESERVE	-	110,597
CAPITAL ASSET RESERVE WATER	-	100,000
CAPITAL ASSET RESERVE WASTEWATER	-	100,000
TRANSFER TO SUBTOTAL	-	1,317,399
CURRENT YEAR BALANCES		
CURRENT YEAR BALANCE WATER	85,223	1,726,372
CURRENT YEAR BALANCE WASTEWATER	125,158	1,570,432
CURRENT YEAR BALANCE KCSA		(1,831,884)
CURRENT YEAR BALANCE SUBTOTALS	210,381	1,464,920
TOTALS	**$ 18,285**	**$ 13,127,631**

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2010-2011 BUDGET ORDINANCES
ELECTRIC REVENUE FUND
REVENUES AND EXPENSES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
REVENUE		
PRIOR YEAR BALANCE	$ -	$ 13,537,864
DIRECT SALES TO CUSTOMER	1,321,906	97,917,206
PURCHASE POWER ADJUSTMENT	(293,603)	(2,293,603)
UTILITY TAX	100,200	1,965,000
GREEN ENERGY		128,600
MISCELLANEOUS REVENUE		891,200
RENT REVENUE		186,816
EMISSION CREDIT SALES		-
TRANSFER FROM CONTINGENCY	-	301,070
INTRAFUND SERVICE RECEIPTS WATER/WASTEWATER	(126,125)	173,317
REIMBURSEMENT OF BOND ISSUANCE COST		-
INTEREST EARNINGS	44,600	110,300
TOTALS	**$ 1,046,978**	**$ 112,917,770**

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2010-2011 BUDGET ORDINANCES
ELECTRIC REVENUE FUND - CONTINUED

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
EXPENSES		
POWER SUPPLY	$ (425,336)	$ 47,634,363
POWER SUPPLY MANAGEMENT	41,562	2,321,562
PJM CHARGES - LOAD	1,512,556	13,363,432
CAPACITY CHARGES	684,169	12,302,392
RATE STABILIZATION CREDIT	-	-
SUB-TOTAL POWER SUPPLY	1,812,951	75,621,749
PLANT OPERATIONS	469,000	6,163,315
GENERATIONS FUELS	2,947,157	3,244,977
PJM CREDITS	(4,832,607)	(5,553,404)
CAPACITY CREDITS	69,062	(11,419,723)
GENERATION SUBTOTAL	(1,347,388)	(7,564,835)
POWER SUPPLY & GENERATION SUBTOTAL	465,563	68,056,914
DIRECT EXPENDITURES		
TRANSMISSION/DISTRIBUTION	(159,371)	3,047,144
ELECTRICAL ENGINEERING	(87,898)	1,755,005
ADMINISTRATION	54,750	964,989
METER READING	(13,253)	209,655
SYSTEMS OPERATIONS	(25,560)	492,493
UTILITY TAX	100,200	1,965,000
DIRECT EXPENDITURE SUBTOTALS	(131,132)	8,434,286
OTHER EXPENSES		
ALLOW FOR UNCOLLECTIBLES	175,000	310,000
RETIREES HEALTH CARE	-	639,110
PENSION UNFUNDED LIABILITY	-	833,000
OPEB	-	1,200,000
GREEN ENERGY PAYMENT TO DEMEC	-	128,600
INTRAFUND SERVICE FEES	(33,445)	3,341,500
INTEREST ON DEPOSITS	-	54,500
INVENTORY WRITE OFFS	-	175,000
BOND ISSUANCE COSTS	-	-
POWER SUPPLY STUDY	-	-
DEBT SERVICE	(468,810)	3,589,890
OTHER EXPENSES SUBTOTAL	(327,255)	10,271,600
TRANSFER TO		
IMPROVEMENT & EXTENSION	-	3,500,000
GENERAL FUND	-	8,856,000
TRANSFER TO CONTINGENCY	301,070	301,070
TRANSFER TO PENSION COLA	-	-
TRANSFER TO DEPRECIATION RESERVE	-	1,250,000
TRANSFER FUTURE CAPACITY	-	-
RATE STABILIZATION RESERVE	-	1,300,000
TRANSFER TO SUBTOTAL	301,070	15,207,070
CURRENT YEAR BALANCE	738,732	10,947,900
TOTALS	**$ 1,046,978**	**$ 112,917,770**

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2010-2011 BUDGET ORDINANCES
ELECTRIC CONTINGENCY RESERVE FUND
CASH RECEIPTS AND EXPENDITURES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
CASH RECEIPTS		
BEGINNING BALANCE	$ -	$ 1,039,766
INTEREST EARNINGS	-	31,200
TRANSFER FROM INSURANCE STABILIZATION	-	-
TRANSFER FROM ELECTRIC REVENUE	301,070	301,070
TOTALS	**301,070**	**1,372,036**
EXPENDITURES		
TRANSFER TO ELECTRIC FUND	-	279,640
TRANSFER TO RATE STABILIZATION FUND	-	-
CARRY FORWARD TO NEXT YEAR	301,070	1,092,396
TOTALS	**$ 301,070**	**$ 1,372,036**

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2010-2011 BUDGET ORDINANCES
ELECTRIC IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS AND EXPENDITURES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
CASH RECEIPTS		
PRIOR YEAR BALANCE	$ -	$ 3,429,624
PRIOR YEAR BALANCE BOND	-	415,585
INTEREST EARNINGS	-	40,700
INTEREST TRUSTEE	-	-
INCOME FROM SALE OF ASSETS	-	-
ELECTRIC NEW SERVICE FEES	-	-
RECEIPT FROM DEPRECIATION RESERVE	-	-
RECEIPT FROM FUTURE CAPACITY RESERVE	-	-
DEMA GRANT	-	-
STATE REIMBURSEMENT FOR SR1 &SR9	-	-
STATE REIMBURSEMENT FOR GOVS AVE	-	254,757
STATE REIMBURSEMENT WYOMING MILL RD	91,000	91,000
STATE GRANTS	-	-
FEDERAL GRANTS	-	135,152
INSURANCE CLAIM PROCEEDS	-	280,000
TRANSFER FROM ELECTRIC	-	3,500,000
TOTALS	**91,000**	**8,146,818**
EXPENDITURES		
ELECTRIC GENERATION	-	2,106,427
TRANSMISSION AND DISTRIBUTION	-	739,000
ELECTRICAL ENGINEERING	91,000	1,740,295
ADMINISTRATION	-	-
METER READING	-	-
SYSTEMS OPERATIONS	-	-
TRANSFER TO DEPRECIATION RESERVE	-	1,000,000
CURRENT YEAR BALANCE	-	2,561,096
CURRENT YEAR BALANCE -BOND	-	-
TOTALS	**$ 91,000**	**$ 8,146,818**

DRAFT

2010-2011 BUDGET ORDINANCES
COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS AND EXPENDITURES FOR FISCAL 2010-2011

	INFO ONLY 2010-11 LATEST EST ADJMTS	2010-11 REVISED
CASH RECEIPTS		
PRIOR YEAR BALANCE	$ -	$ 100,913
GRANTS REVENUE	-	1,000,000
TRANSFER FROM GENERAL	25,000	325,000
INTEREST INCOME	-	2,800
TOTALS	**25,000**	**1,428,713**
EXPENDITURES		
PROGRAM EXPENSES	25,000	1,325,000
OPERATING TRANSFERS OUT	-	-
CURRENT YEAR BALANCE	-	103,713
TOTALS	**$ 25,000**	**$ 1,428,713**

ADOPTED: *

Actions History

Latest Estimate presented to Legislative, Finance and Administration Committee on February 28, 2011

DRAFT

CITY OF DOVER PROPOSED STAFF AMENDMENT #1
TO PROPOSED ORDINANCE #2011-07

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

That Proposed Ordinance #2011-07 be amended by inserting the text indicated in bold, blue, italics and deleting the text indicated in red strikeout as follows:

	Subsec. (d)	Fire Signaling System Inspection Fee	
		~~***Annual Fee - Five or less buildings per complex***~~ ***Certificate of Inspection***	\$25.00 each fire alarm system
		~~***Annual Fee - More than Five Buildings Per Complex***~~ ***Exception: apartment or other multi-family dwelling - five (5) or less buildings per complex***	~~***$15.00 each fire alarm system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire alarm systems***~~ ***$25 each fire alarm system***
		Exception: apartment or other multi-family dwelling - more than five (5) buildings per complex	***$15.00 each fire alarm system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire alarm systems***
	Subsec. (e)	Fire Suppression System Inspection Fee	
		~~***Annual Fee - Five or less buildings per complex***~~ ***Certificate of Inspection***	\$25.00 each fire suppression system

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	~~*Annual Fee - More than Five Buildings Per Complex*~~ ***Exception: apartment or other multi-family dwelling - five (5) or less buildings per complex***	~~*$15.00 each fire suppression system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire suppression systems*~~ ***$25.00 each fire suppression system***
	Exception: apartment or other multi-family dwelling - more than five (5) buildings per complex	***$15.00 each fire suppression system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire suppression systems***

ADOPTED: *

Actions History
March 14, 2011 - Introduced at Council

S:\ORDINANCES\2011\Draft\Ordinance 2011-07 SA1 - Ch. 46, Art. III, Sec. 46-126 - Fire Prevention Permit.wpd

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FIRST READING

CITY OF DOVER PROPOSED ORDINANCE #2011-07

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

That Chapter 46 Fire Prevention and Protection, Article III - Fire Codes, Section 46-126 - Fire Prevention Permit, be amended by inserting the text indicated in bold, blue, italics and deleting the text indicated in red strikeout as follows:

Sec. 46-126. Fire prevention permit.

(a) *Required*. It shall be unlawful to construct, enlarge, alter or demolish a fire protection system without obtaining a fire prevention permit.

(b) *Fee*. Each applicant for a fire prevention permit, including, but not limited to, sprinkler systems, fire alarms, hood suppression units, and tank installation, shall pay unto the city a permit fee as provided for in Appendix F - Fees and Fines, before such permit shall be issued.

(c) *Reinspections*. There will be no charge for the first reinspection of a permit. The applicant shall pay a fee for subsequent reinspections as provided for in Appendix F--Fees and Fines.

(d) Fire Signaling System Inspection Fee. For each inspection of a fire alarm signaling system located within the jurisdiction of the City of Dover, and conducted by a licensed company pursuant to Delaware State Fire Prevention Regulations, the licensed company shall submit a copy of the certificate of inspection for each fire alarm system to the City of Dover Fire Marshals Office, along with a non-refundable fee as provided for in Appendix F - Fees and Fines.

(e) Fire Suppression System Inspection Fee. For each inspection of a fire suppression system located within the jurisdiction of the City of Dover and conducted by a licensed company pursuant to Delaware State Fire Prevention Regulations the licensed company shall submit a copy of the certificate of inspection for each sprinkler riser to the City of Dover Fire Marshals Office, along with a non-refundable fee as provided for in Appendix F - Fees and Fines.

~~(d)~~ ***(f)*** *Doubling of fees*. Fees established in subsection (b) of this section shall be doubled in the event that a permit is applied for after construction has commenced without the permission of the fire marshal. The fire marshal shall waive the doubling of fees in cases where the permit applicant is not a professional contractor and the work is not being done by a professional contractor.

BE IT FURTHER ORDAINED THAT:

Appendix F - Fees and Fines, Chapter 46 - Fire Prevention and Protection, Article III - Fire Codes, be amended by inserting the text indicated in bold, blue, italics, as follows:

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Chapter 46 - Fire Prevention and Protection, Article III - Fire Codes				
Fees established in subsection (b) of this section shall be doubled in the event that a permit is applied for after construction has commenced without the permission of the fire marshal. The fire marshal shall waive the doubling of fees in cases where the permit applicant is not a professional contractor and the work is not being done by a professional contractor.				
Sec. 46-126	Fire Prevention Permit			
	Subsec. (b)	Fee; Each applicant for a fire prevention permit		$12.00 for each $1,000.00 of costs or multiple thereof of the fire protection system; provided that a minimum fee for each permit shall be $50.00
	Subsec. (c)	Reinspection		
			First reinspection	No charge
			Second reinspection	$25.00
			Third reinspection	$50.00
			Any subsequent reinspection	$100.00
	Subsec. (d)	***Fire Signaling System Inspection Fee***		
			Annual Fee - Five or less buildings per complex	***$25.00 each fire alarm system***
			Annual Fee - More than Five Buildings Per Complex	***$15.00 each fire alarm system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire alarm systems***
	Subsec. (e)	***Fire Suppression System Inspection Fee***		

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	Annual Fee - Five or less buildings per complex	***$25.00 each fire suppression system***
	Annual Fee - More than Five Buildings Per Complex	***$15.00 each fire suppression system up to a maximum of twenty (20) buildings. Maximum fee per complex not to exceed $300.00 for fire suppression systems***
Fines not paid within 14 days of the day the fine was issued, including the day the fine was issued, shall be automatically doubled in amount.		

ADOPTED: *

SYNOPSIS

Delaware State Fire Prevention regulations require periodic inspections, testing, and maintenance of fire alarm signaling, fire suppression, and any other fire protection systems, devices, and equipment in accordance with the National Fire Protection Association's Fire Codes and Standards. This amendment would enable the City to collect an administration fee for processing the required Certificates of Inspection.

Actions History
March 14, 2011 Scheduled for First Reading
February 23, 2011 - Considered by the Legislative, Finance, and Administration Committee

S:\ORDINANCES\2011\Draft\Ordinance 2011-07 Ch. 46, Art. III, Sec. 46-126 - Fire Prevention Permit - 1st Rdg.wpd

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